



CITY OF NORTH OAKS

**Regular City Council Meeting
Thursday, January 13, 2022
7 PM, Community Meeting Room, 100 Village Center Drive
MEETING AGENDA**

Remote Access - City Council members will participate by telephone or other electronic means pursuant to Minn. Stat. §13D.021. 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:

871 6729 9202 or by joining the meeting via the following link: <https://us02web.zoom.us/j/87167299202>. Individuals wishing to monitor the meeting remotely may do so in real time by watching the livestream of the meeting on North Oaks Channel 16 and on the City's website. Due to the existing COVID-19 Health Pandemic, no more than five (5) members of the public may be in Council Chambers (Community Room, 100 Village Center Drive, MN) during the meeting. Once room capacity is met, anyone wishing to attend the meeting above the five (5) members of the public who may be present in the room during the meeting will be required to monitor the meeting remotely.

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. Approval of Licenses:

General Contractor/Mechanical: Air Comfort Heating & A/C; Carter Custom Construction & Fireplace; CMS/NEXTech, LLC; Erickson Plumbing Heating Air; Genz Ryan Plumbing and Heating; Hearth & Home Technologies dba Fireside Hearth & Home; Heating & Cooling Two, Inc; Kraus-Anderson Construction Company; Krinkie Heating and Air Conditioning Co.; Owens Companies, Inc., Schulties Plumbing Inc.; Standard Heating and Air Conditioning

Arborists: Aaron Boyd's Tree Care; Alex's Lawn & Turf, LLC; Budget Tree Service; Clean Cut Outdoor Services; The Davey Tree Expert Company; Expert Tree; The FA Bartlett Tree Experts; Hugo's Tree Care Inc.; Langer's Tree LLC; Lawrence Tree & Stump Services Inc.; Morgan's Tree Service; Northern Arborists; North Woods Industries, LLC; Pioneer Tree Service; Precision Landscape and Tree, Inc.; Red Leaf Tree Care LLC; Renstrom Tree Service; Savatree LLC; Vineland Tree Care; Woodchuck Tree Care LLC; Woodland Restorations, LLC

6b. City Financials for Approval:

Check #: 142228 - 14266, EFT # 000501E - 0005123

[January 2022 Financials.pdf](#)

[January 2022 Financials - 2022 and 2021 Budgeted vs. Actuals.pdf](#)

[January 2022 Financials - 2022 Budget.pdf](#)

6c. Approval of December 9, 2021 Special City Council Truth in Taxation Meeting Minutes

[12.13.2021 City Council Truth in Taxation Minutes.pdf](#)

6d. Approval of Regular City Council Meeting Minutes of December 13, 2021

[12.13.2021 City Council Minutes.pdf](#)

6e. Resolution 1445 Approving CUP for excess height at 3 Eastview Lane

[3 Eastview Applicant Letter.pdf](#)

[3 Eastview Lane CUP App.pdf](#)

[3 EASTVIEW LANE -Survey with setbacks noted.pdf](#)

[K-2121 Schmidt Residence CUP request rfs 12.1.21.pdf](#)

[Staff report 3 Eastview Lane heightkk.pdf](#)

[Resolution Approving 3 Eastview Lane home height CUP.pdf](#)

6f. Approval of 2022 City Hall Holiday Schedule

[2022 Holiday Schedulekk.pdf](#)

6g. Resolution 1446 approving 2040 Comprehensive Plan

[Final Adoption 2040 Comp Plan Jan 2022.pdf](#)

[North Oaks 2021 2040 CPU PCAL 21796-1.pdf](#)

6h. Approval of City Investment Policy

[NO Invesment Policy 1-13-22.pdf](#)

6i. Approval of Electronic Fund Transfer Policy

[Electronic Fund Transfer Policy 1-13-22.pdf](#)

6j. Approval of Agreement for Recycling Processing

[North Oaks Processing Contract - Jan 2022 - Draft.pdf](#)

7. Petitions, Requests & Communications -

Deputy Mike Burrell Report

7a. 2021 City Forester Annual Update

[North Oaks 2021 Annual Report.pdf](#)

8. Unfinished Business

9. New Business

9a. Discussion and possible action on filling Planning and Natural Resource Commission vacancies. Review and consideration of amendment to Natural Resource Commission resolution 1447.

[Board Commission Appoint Policy_13Jan2020.pdf](#)

[1402. Appointing NRC members 11-12-2020.pdf](#)

[Memo re Appointments Jan 2022.pdf](#)

[NRC RESOLUTION. final revised Jan 2022.pdf](#)

[NRC RESOLUTION. final revised Jan 2022 redlined.pdf](#)

[Memo re PC Appointments Jan 2022 \(002\).pdf](#)

9b. Consideration of Resolution 1448 approving 2022 City Council Responsibilities /Appointments

[Annual apt resolution 2022.xlsx](#)

9c. Approval of 2022 City Meeting Schedule

[2022 MEETING SCHEDULE for approval db.pdf](#)

9d. Public Hearing 2022 Fee Schedule Ordinance. Discussion and possible action on 2022 Fee Schedule Ordinance

[Ordinance 138 2022 Fee Schedule DRAFT.xlsx](#)

10. Council Member Reports

11. City Administrator Reports

12. City Attorney Reports

13. Miscellaneous

13a. City Forester December 2021 Updates

[December 2021 in Review.pdf](#)

13b. Annual Building Report

[2022 BUilding Inspector Report.pdf](#)

13c. Engineer report

[December 8th 2021 - Janaury 13 2022 engineering tasks - North Oaks.pdf](#)

14. **Adjournment** - *The next meeting of the City Council is Thursday, February 10, 2022.*

***Check Summary Register©**

Cks 12/10/2021 - 1/13/2022

Name	Check Date	Check Amt	
10100 Checking			
Paid Chk# 000501E ADP	12/13/2021	\$113.58	PR 12/09/21
Paid Chk# 000505E PAYROLL	12/16/2021	\$0.04	Rounding Difference
Paid Chk# 000508E PAYROLL	12/20/2021	\$9,376.02	Full time staff
Paid Chk# 000507E P E R A	12/20/2021	\$1,297.73	PP 12/23/21
Paid Chk# 000508E ADP	12/29/2021	\$113.58	PR 12/23/21
Paid Chk# 000509E PAYROLL	12/31/2021	\$2,357.57	City Council
Paid Chk# 000510E PAYROLL	1/4/2022	\$10,191.92	Full time staff
Paid Chk# 000511E P E R A	1/4/2022	\$1,410.59	PP 01/06/22
Paid Chk# 000512E ADP	1/10/2022	\$241.78	Year End Payroll
Paid Chk# 000513E Department of Labor & Industry	1/11/2022	\$6,132.36	4th Qtr Surcharge
Paid Chk# 014228 Jennifer Peterson	12/13/2021	\$15,375.00	Pool Fence Escrow
Paid Chk# 014229 MN DNR FISHERIES	12/13/2021	\$250.00	Lake Gilfillan Aeration Permit
Paid Chk# 014230 MN PEIP	12/13/2021	\$156.78	Add'l Payment January
Paid Chk# 014231 HR Green, Inc.	12/21/2021	\$20,248.26	Zebra Mussels Study
Paid Chk# 014232 Kennedy & Graven, Chartered	12/21/2021	\$3,380.00	6 Sherwood Trail CUP
Paid Chk# 014233 Ninenorth	12/21/2021	\$1,641.00	December 2021 Services
Paid Chk# 014234 Press Publications	12/21/2021	\$194.68	Ordinance 137
Paid Chk# 014235 Xcel Energy	12/21/2021	\$797.13	Liftstation #3, 302368925
Paid Chk# 014236 Midwest Sewer Services	12/29/2021	\$9,067.00	Aug - Dec 2021 Retainer
Paid Chk# 014237 Ramsey County-Emergency Comm	12/29/2021	\$1,377.25	911 Dispatch - Dec
Paid Chk# 014238 Staples Business Credit	12/29/2021	\$112.96	Misc, Office Supplies
Paid Chk# 014239 Total Source, Inc.	12/29/2021	\$392.72	Laser Checks
Paid Chk# 014240 Ramsey County-Emergency Comm	1/12/2022	\$1,377.25	CAD Services - August
Paid Chk# 014241 Abdo	1/13/2022	\$1,000.00	CARES Compliance Testing
Paid Chk# 014242 City of Roseville	1/13/2022	\$2,490.18	January IT Services
Paid Chk# 014243 COMCAST	1/13/2022	\$441.72	Dark Fiber
Paid Chk# 014244 Connexus Energy	1/13/2022	\$7.72	5919 Centerville
Paid Chk# 014245 Elaine Meader	1/13/2022	\$31.71	Reimburse for 4th Qtr Sewer Cr
Paid Chk# 014246 Gopher State One-Call, Inc.	1/13/2022	\$66.20	2022 Annual Facility Operating
Paid Chk# 014247 Kelly & Lemmons, P.A.	1/13/2022	\$1,050.00	Prosecution Services - Decembe
Paid Chk# 014248 Lake Johanna Fire Department	1/13/2022	\$201,376.72	1st half payment - 2022
Paid Chk# 014249 Leonard Carl Prof Services	1/13/2022	\$22,083.77	December Permit & Plan Review
Paid Chk# 014250 Madison National Life	1/13/2022	\$170.94	LTD & STD
Paid Chk# 014251 Marco, Inc.	1/13/2022	\$702.81	Copler Rental
Paid Chk# 014252 Metropolitan Area Management	1/13/2022	\$45.00	2022 Membership Dues
Paid Chk# 014253 Metro Council Envir Srvs-Sewer	1/13/2022	\$5,300.01	Monthly Sewer
Paid Chk# 014254 Metro Council Envir Srvs-SAC	1/13/2022	\$9,840.80	4th Qtr SAC
Paid Chk# 014255 MN PEIP	1/13/2022	\$1,952.51	Coverage 02/01/22 - 02/28/22
Paid Chk# 014256 North Oaks Village Center LLC	1/13/2022	\$8,711.79	Rent & Operating Expenses
Paid Chk# 014257 NAC	1/13/2022	\$2,477.90	General Services
Paid Chk# 014258 Nykanen Inspections	1/13/2022	\$887.20	Electrical Inspections - Decem
Paid Chk# 014259 Peterson-Waddle Recycling	1/13/2022	\$24,980.49	Monthly services
Paid Chk# 014260 Press Publications	1/13/2022	\$135.30	Legal Notice - January
Paid Chk# 014261 Ramsey County-Prop Rec & Rev	1/13/2022	\$521.61	Pay 2022 TNT Notice
Paid Chk# 014262 RENDER FORESTRY CONSULTI	1/13/2022	\$3,255.16	December 2021 Forestry
Paid Chk# 014263 Staples Business Credit	1/13/2022	\$379.27	Misc. Office Supplies
Paid Chk# 014264 Timesaver Off Site Secretarial	1/13/2022	\$259.00	December Meetings
Paid Chk# 014265 U. S. Bank	1/13/2022	\$60,930.00	Debt Service Principal
Paid Chk# 014266 White Bear Township	1/13/2022	\$11,931.80	Locates/Flushing/Liftstations
Total Checks		\$446,634.61	

***Check Summary Register©**

Cks 12/10/2021 - 1/13/2022

Name

Check Date

Check Amt



_____ **Mayor Kara Ries**

_____ **Jim Hara**

_____ **Sara Shah**

_____ **Thomas Watson**

_____ **Rich Dujmovic**

FILTER: None

NORTH OAKS

01/13/22 11:20 AM

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***Check Detail Register©**

Cks 12/10/2021 - 1/13/2022

		Check Amt	Invoice	Comment
10100 Checking				
Paid Chk# 000501E 12/13/2021 ADP				
E 101-41300-131	HEALTH, DENTAL, LIFE, LTD IN	\$113.58		PR 12/09/21
	Total ADP	\$113.58		
Paid Chk# 000505E 12/16/2021 PAYROLL				
E 101-41300-430	MISC/WEBSITE/DOMAIN/OPG	\$0.04		Rounding Difference
	Total PAYROLL	\$0.04		
Paid Chk# 000506E 12/20/2021 PAYROLL				
E 101-41300-101	WAGES - FULL TIME	\$7,321.18	122321	Full time staff
E 101-41300-103	WAGES - PART TIME/TEMP	\$1,948.25	122321	Part time Staff
E 101-41300-131	HEALTH, DENTAL, LIFE, LTD IN	\$695.21	122321	PERA (7.5%)
E 101-41300-122	FICA CONTRIBUTIONS	\$709.11	122321	FICA
G 101-21701	FEDERAL TAXES PAYABLE	\$1,049.01	122321	FWH
G 101-21701	FEDERAL TAXES PAYABLE	(\$1,049.01)	122321	FWH
E 101-41300-131	HEALTH, DENTAL, LIFE, LTD IN	(\$1,297.73)	122321	PERA
G 101-21702	STATE TAXES PAYABLE	\$466.42	122321	SWH
G 101-21702	STATE TAXES PAYABLE	(\$466.42)	122321	SWH
	Total PAYROLL	\$9,376.02		
Paid Chk# 000507E 12/20/2021 P E R A				
E 101-41300-131	HEALTH, DENTAL, LIFE, LTD IN	\$1,297.73	PP 12/23/21	PP 12/23/21
	Total P E R A	\$1,297.73		
Paid Chk# 000508E 12/29/2021 ADP				
E 101-41300-131	HEALTH, DENTAL, LIFE, LTD IN	\$113.58		PR 12/23/21
	Total ADP	\$113.58		
Paid Chk# 000509E 12/31/2021 PAYROLL				
E 101-41100-103	WAGES - PART TIME/TEMP	\$2,025.00	12312021	City Council
E 101-41100-103	WAGES - PART TIME/TEMP	\$165.00	12312021	Planning Commission
E 101-41300-122	FICA CONTRIBUTIONS	\$167.57	12312021	FICA
	Total PAYROLL	\$2,357.57		
Paid Chk# 000510E 1/4/2022 PAYROLL				
E 101-41300-101	WAGES - FULL TIME	\$7,321.18	010622	Full time staff
E 101-41300-103	WAGES - PART TIME/TEMP	\$2,421.50	010622	Part time Staff
E 101-41300-131	HEALTH, DENTAL, LIFE, LTD IN	\$755.67	010622	PERA (7.5%)
E 101-41300-122	FICA CONTRIBUTIONS	\$770.83	010622	FICA
G 101-21701	FEDERAL TAXES PAYABLE	\$1,123.10	010622	FWH
G 101-21701	FEDERAL TAXES PAYABLE	(\$1,123.10)	010622	FWH
E 101-41300-131	HEALTH, DENTAL, LIFE, LTD IN	(\$1,410.59)	010622	PERA
G 101-21702	STATE TAXES PAYABLE	\$527.45	010622	SWH
G 101-21702	STATE TAXES PAYABLE	(\$527.45)	010622	SWH
E 101-41300-132	CAR ALLOWANCE	\$333.33	010622	Car Allowance
	Total PAYROLL	\$10,191.92		
Paid Chk# 000511E 1/4/2022 P E R A				
E 101-41300-131	HEALTH, DENTAL, LIFE, LTD IN	\$1,410.59	PP 01/06/22	PP 01/06/22
	Total P E R A	\$1,410.59		

***Check Detail Register©**

Cks 12/10/2021 - 1/13/2022

			Check Amt	Invoice	Comment
Paid Chk# 000512E 1/10/2022 ADP					
E 101-41300-131	HEALTH, DENTAL, LIFE, LTD IN		\$241.78		Year End Payroll
	Total ADP		\$241.78		
Paid Chk# 000513E 1/11/2022 DEPARTMENT OF LABOR & INDUSTRY					
E 101-42400-451	BUILDING PERMIT SURCHARG		\$6,132.36		4th Qtr Surcharge
	Total DEPARTMENT OF LABOR & INDUSTRY		\$6,132.36		
Paid Chk# 014228 12/13/2021 JENNIFER PETERSON					
G 801-22003	POOL FENCE ESCROW		\$15,375.00		Pool Fence Escrow
	Total JENNIFER PETERSON		\$15,375.00		
Paid Chk# 014229 12/13/2021 MN DNR FISHERIES					
E 101-46100-318	NATURAL RESOURCES		\$250.00		Lake Giffilan Aeration Permit
	Total MN DNR FISHERIES		\$250.00		
Paid Chk# 014230 12/13/2021 MN PEIP					
E 101-41300-131	HEALTH, DENTAL, LIFE, LTD IN		\$156.78		Add'l Payment January
	Total MN PEIP		\$156.78		
Paid Chk# 014231 12/21/2021 HR GREEN, INC.					
E 101-41900-303	ENGINEERING SERVICES	\$1,000.00	148915		CC & PC Meetings
E 101-41900-303	ENGINEERING SERVICES	\$1,000.00	148915		Engineering Services
G 801-22018	EAST OAKS PUD ESCROW	\$1,645.00	148915		Anderson Woods
G 801-22020	NORD ESCROW	\$940.00	148915		Nord Stormwater Review
G 801-22018	EAST OAKS PUD ESCROW	\$2,613.14	148915		Island Field
E 101-41900-303	ENGINEERING SERVICES	\$1,323.86	148915		NOGC Review
G 801-22012	RED FOREST WAY II ESCROW	\$6,332.82	148915		Red Forest Way
E 801-49400-330	SEWER & WATER MISC	\$1,163.44	148915		Water Loss Analysis
E 101-41900-303	ENGINEERING SERVICES	\$3,760.00	148915		Rapp Farm Speed Study
E 101-46100-318	NATURAL RESOURCES	\$470.00	148915		Zebra Mussels Study
	Total HR GREEN, INC.	\$20,248.26			
Paid Chk# 014232 12/21/2021 KENNEDY & GRAVEN, CHARTERED					
E 101-41600-304	LEGAL FEES - GENERAL	\$100.00	NR434-00008		3 Eastview Lane CUP
E 101-41600-304	LEGAL FEES - GENERAL	\$2,880.00	NR435-00001		General Legal
E 101-41600-306	LAWSUIT	\$250.00	NR435-00010		Gate Hill Lawsuit
E 101-41600-304	LEGAL FEES - GENERAL	\$150.00	NR435-00012		6 Sherwood Trail CUP
	Total KENNEDY & GRAVEN, CHARTERED	\$3,380.00			
Paid Chk# 014233 12/21/2021 NINENORTH					
E 101-41420-300	PROFESSIONAL SERVICES	\$480.00	2021-280		Temporary Speakers
E 101-41420-300	PROFESSIONAL SERVICES	\$1,161.00	2021-289		December 2021 Services
	Total NINENORTH	\$1,641.00			
Paid Chk# 014234 12/21/2021 Press Publications					
E 101-41100-350	PUBLISHING & ADVERTISING	\$116.18			Ordinance 137
E 101-41100-350	PUBLISHING & ADVERTISING	\$78.50			Public Hearing
	Total Press Publications	\$194.68			
Paid Chk# 014235 12/21/2021 Xcel Energy					
E 101-41300-381	ELECTRIC UTILITIES	\$149.01			City 303585928 & 302708070
E 101-43100-381	ELECTRIC UTILITIES	\$93.26			Signals 303740120 & 303839695

***Check Detail Register©**

Cks 12/10/2021 - 1/13/2022

		Check Amt	Invoice	Comment
E 101-43100-381	ELECTRIC UTILITIES	\$58.27		Street Lighting
E 802-49450-381	ELECTRIC UTILITIES	\$23.43		28 Osprey Court
E 406-43000-381	ELECTRIC UTILITIES	\$11.78		8 Poplar Ln Aeration
E 406-43000-381	ELECTRIC UTILITIES	\$49.41		7 Willow Rd 51-0572815-6
E 801-49400-255	WATER METERS	\$45.78		24 Maycomb, 304471197
E 802-49450-430	MISC/WEBSITE/DOMAIN/OPG	\$43.58		Liftstation #3, 302368925
E 802-49450-430	MISC/WEBSITE/DOMAIN/OPG	\$34.34		Liftstation #1, 302660004
E 802-49450-430	MISC/WEBSITE/DOMAIN/OPG	\$51.57		Liftstation #5, 302894636
E 802-49450-430	MISC/WEBSITE/DOMAIN/OPG	\$55.74		Liftstation #2, 302953888
E 802-49450-430	MISC/WEBSITE/DOMAIN/OPG	\$64.08		Liftstation #9, 304097091
E 802-49450-430	MISC/WEBSITE/DOMAIN/OPG	\$38.14		Liftstation #11, 304464164
E 802-49450-430	MISC/WEBSITE/DOMAIN/OPG	\$80.74		Wilkinson Blvd, 304097283
	Total Xcel Energy	\$797.13		
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Paid Chk# 014236	12/29/2021	MIDWEST SEWER SERVICES		
E 101-49450-313	CONTRACT SERVICES	\$4,000.00		Aug - Dec 2021 Retainer
E 101-49450-313	CONTRACT SERVICES	\$5,067.00		Plan Review & Construction
	Total MIDWEST SEWER SERVICES	\$9,067.00		
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Paid Chk# 014237	12/29/2021	Ramsay County-Emergency Commun		
E 101-42100-313	CONTRACT SERVICES	\$9.36	EMCOM-00974	Fleet Support - Dec
E 101-42100-313	CONTRACT SERVICES	\$1,203.09	EMCOM-00978 911	Dispatch - Dec
E 101-42100-313	CONTRACT SERVICES	\$164.80	EMCOM-00979	CAD Services - Dec
	Total Ramsay County-Emergency Commun	\$1,377.25		
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Paid Chk# 014238	12/29/2021	STAPLES		
E 101-41300-210	OPERATING SUPPLIES	\$112.96		Misc, Office Supplies
	Total STAPLES	\$112.96		
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Paid Chk# 014239	12/29/2021	Total Source, Inc.		
E 101-41300-210	OPERATING SUPPLIES	\$392.72	17973	Laser Checks
	Total Total Source, Inc.	\$392.72		
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Paid Chk# 014240	1/12/2022	Ramsay County-Emergency Commun		
E 101-42100-313	CONTRACT SERVICES	\$1,203.09		911 Dispatch - August
E 101-42100-313	CONTRACT SERVICES	\$164.80		CAD Services - August
E 101-42100-313	CONTRACT SERVICES	\$9.36		Fleet Support - August
	Total Ramsay County-Emergency Commun	\$1,377.25		
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Paid Chk# 014241	1/13/2022	ABDO		
E 101-41500-301	AUDIT SERVICES	\$1,000.00	45982	CARES Compliance Testing
	Total ABDO	\$1,000.00		
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Paid Chk# 014242	1/13/2022	City of Roseville		
E 101-41300-309	COMPUTER/INTERNET/GIS SU	\$2,490.18		January IT Services
	Total City of Roseville	\$2,490.18		
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Paid Chk# 014243	1/13/2022	COMCAST		
E 101-41300-309	COMPUTER/INTERNET/GIS SU	\$441.72		Dark Fiber
	Total COMCAST	\$441.72		
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Paid Chk# 014244	1/13/2022	Connexus Energy		
E 101-43100-381	ELECTRIC UTILITIES	\$7.72		5919 Centerville

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Cks 12/10/2021 - 1/13/2022

			Check Amt	Invoice	Comment
Total Connexus Energy			\$7.72		
Paid Chk#	014245	1/13/2022	ELAINE MEADER		
E	602-49450-385	SEWER	\$31.71		Reimburse for 4th Qtr Sewer Credit
Total ELAINE MEADER			\$31.71		
Paid Chk#	014246	1/13/2022	Gopher State One-Call, Inc.		
E	101-42400-300	PROFESSIONAL SERVICES	\$50.00		2022 Annual Facility Operating Fee
E	101-42300-300	PROFESSIONAL SERVICES	\$16.20		Monthly Services - December
Total Gopher State One-Call, Inc.			\$66.20		
Paid Chk#	014247	1/13/2022	Kelly & Lemmons, P.A.		
E	101-41800-315	LEGAL FEES - PROSECUTION	\$1,050.00		Prosecution Services - December
Total Kelly & Lemmons, P.A.			\$1,050.00		
Paid Chk#	014248	1/13/2022	Lake Johanna Fire Department		
E	101-42200-313	CONTRACT SERVICES	\$200,642.32	833	1st half payment - 2022
E	401-42200-500	CAPITAL OUTLAY	\$734.40	836	General Equipment
Total Lake Johanna Fire Department			\$201,376.72		
Paid Chk#	014249	1/13/2022	LEONARD CARL PROF SERVICES		
E	101-42400-313	CONTRACT SERVICES	\$21,961.27		December Permit & Plan Review
E	101-42400-313	CONTRACT SERVICES	\$122.50		1.75 hours @ \$70/hour
Total LEONARD CARL PROF SERVICES			\$22,083.77		
Paid Chk#	014250	1/13/2022	Madison National Life		
E	101-41300-131	HEALTH, DENTAL, LIFE, LTD IN	\$170.94		LTD & STD
Total Madison National Life			\$170.94		
Paid Chk#	014251	1/13/2022	Marco, Inc.		
E	101-41300-210	OPERATING SUPPLIES	\$702.81		Copier Rental
Total Marco, Inc.			\$702.81		
Paid Chk#	014252	1/13/2022	METRO AREA MANAGERS ASSOC		
E	101-41100-433	DUES AND SUBSCRIPTIONS	\$45.00		2022 Membership Dues
Total METRO AREA MANAGERS ASSOC			\$45.00		
Paid Chk#	014253	1/13/2022	Metro Council Envir Svc-Sewer		
E	602-49450-385	SEWER	\$5,300.01	February 2022	Monthly Sewer
Total Metro Council Envir Svc-Sewer			\$5,300.01		
Paid Chk#	014254	1/13/2022	METRO COUNCIL ENVIR SRVS-SAC		
E	602-49450-455	SAC FEES	\$9,840.60		4th Qtr SAC
Total METRO COUNCIL ENVIR SRVS-SAC			\$9,840.60		
Paid Chk#	014255	1/13/2022	MN PEIP		
E	101-41300-131	HEALTH, DENTAL, LIFE, LTD IN	\$1,952.51	1156615	Coverage 02/01/22 - 02/28/22
Total MN PEIP			\$1,952.51		
Paid Chk#	014256	1/13/2022	North Oaks Village Center LLC		
E	101-41300-410	RENTALS	\$8,711.79		Rent & Operating Expenses
Total North Oaks Village Center LLC			\$8,711.79		
Paid Chk#	014257	1/13/2022	NORTHWEST ASSOC. CONSULTANTS		

NORTH OAKS

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***Check Detail Register©**

Cks 12/10/2021 - 1/13/2022

			Check Amt	Invoice	Comment
E 101-41910-300	PROFESSIONAL SERVICES		\$835.70	25636	General Services
G 801-22012	RED FOREST WAY II ESCROW		\$1,642.20	25637	Red Forest Way South
Total NORTHWEST ASSOC. CONSULTANTS			\$2,477.90		
<hr/>					
Paid Chk# 014258	1/13/2022	NYKANEN INSPECTIONS			
E 101-42400-313	CONTRACT SERVICES		\$887.20		Electrical Inspections - December
Total NYKANEN INSPECTIONS			\$887.20		
<hr/>					
Paid Chk# 014259	1/13/2022	Peterson-Waddle Recycling			
E 101-43200-384	RECYCLING		\$22,790.94		Monthly services
E 101-43200-384	RECYCLING		\$350.00		Cart Delivery & Repair
E 101-43200-384	RECYCLING		\$326.58		Fuel Charge
E 101-43200-384	RECYCLING		\$150.00		Storage Rent
E 101-43200-384	RECYCLING		\$1,362.97		COVID 19 Volume Surcharge (July)
Total Peterson-Waddle Recycling			\$24,980.49		
<hr/>					
Paid Chk# 014260	1/13/2022	Press Publications			
E 101-41100-350	PUBLISHING & ADVERTISING		\$135.30		Legal Notice - January
Total Press Publications			\$135.30		
<hr/>					
Paid Chk# 014261	1/13/2022	Ramsey County-Prop Rec & Rev			
E 101-41100-350	PUBLISHING & ADVERTISING		\$521.61	PRRRV-00174	Pay 2022 TNT Notice
Total Ramsey County-Prop Rec & Rev			\$521.61		
<hr/>					
Paid Chk# 014262	1/13/2022	REHDER FORESTRY CONSULTING			
E 101-46100-316	TREE PRESERVATION		\$3,255.16		December 2021 Forestry
Total REHDER FORESTRY CONSULTING			\$3,255.16		
<hr/>					
Paid Chk# 014263	1/13/2022	STAPLES			
E 101-41300-210	OPERATING SUPPLIES		\$379.27		Misc. Office Supplies
Total STAPLES			\$379.27		
<hr/>					
Paid Chk# 014264	1/13/2022	TIMESAVER OFF SITE SECRETARIAL			
E 101-41100-313	CONTRACT SERVICES		\$259.00		December Meetings
Total TIMESAVER OFF SITE SECRETARIAL			\$259.00		
<hr/>					
Paid Chk# 014265	1/13/2022	U. S. Bank			
E 306-47000-601	BOND PRINCIPAL		\$60,000.00	1887011	Debt Service Principal
E 306-47000-611	BOND INTEREST		\$930.00	1887011	Debt Service Interest
Total U. S. Bank			\$60,930.00		
<hr/>					
Paid Chk# 014266	1/13/2022	White Bear Township			
E 602-49450-400	REPAIRS AND MAINTENANCE		\$9,471.80		2021 4th Qtr Maintenance Fee
E 601-49400-383	WATER - WBT		\$660.00		36 Osprey Court
E 602-49450-429	MISC/LIFTSTATIONS		\$1,800.00	202201062725	Locates/Flushing/Liftstations
Total White Bear Township			\$11,931.80		
10100 Checking			\$446,634.61		

*Check Detail Register©

Cks 12/10/2021 - 1/13/2022

Check Amt Invoice Comment

Fund Summary

10100 Checking

101 GENERAL	\$327,657.90
306 LGWA DEBT	\$60,930.00
401 FIRE EQUIPMENT	\$734.40
408 LGWA	\$61.19
601 WATER	\$1,869.22
602 SEWER	\$26,833.74
801 ESCROWS	\$28,548.16
	<hr/>
	\$446,634.61

_____ Mayor Kara Ries

_____ Jim Hara

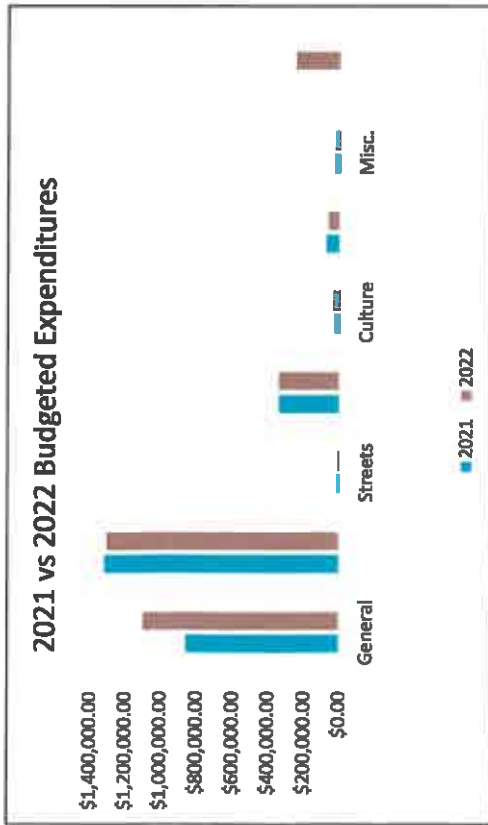
_____ Sara Shah

_____ Thomas Watson

_____ Rich Dujmovic

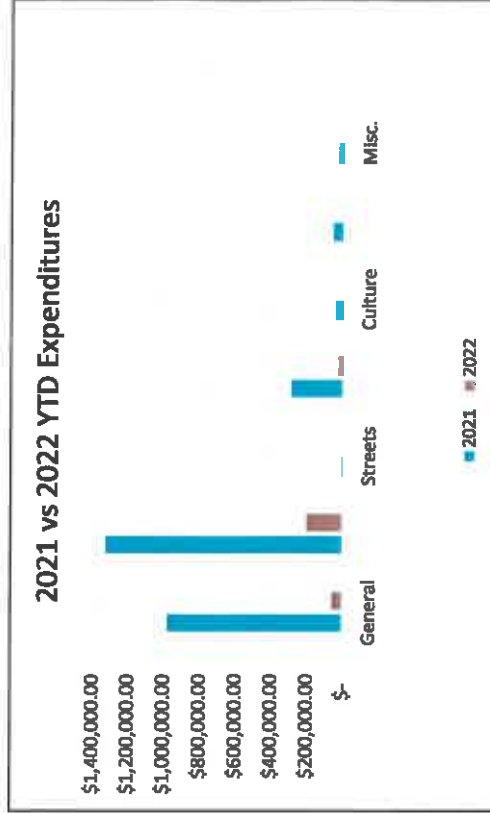
2022 Budgeted Expenditures

	2021	2022
General	\$858,535.00	\$1,096,672.00
Public Safety	\$1,321,185.00	\$1,308,000.00
Streets	\$17,500.00	\$8,500.00
Sanitation	\$342,000.00	\$342,000.00
Culture	\$30,000.00	\$39,000.00
Natural Resource	\$76,500.00	\$66,500.00
Misc.	\$31,000.00	\$28,000.00
Transfer out/addl public safety		\$250,000.00



2022 YTD Expenditures

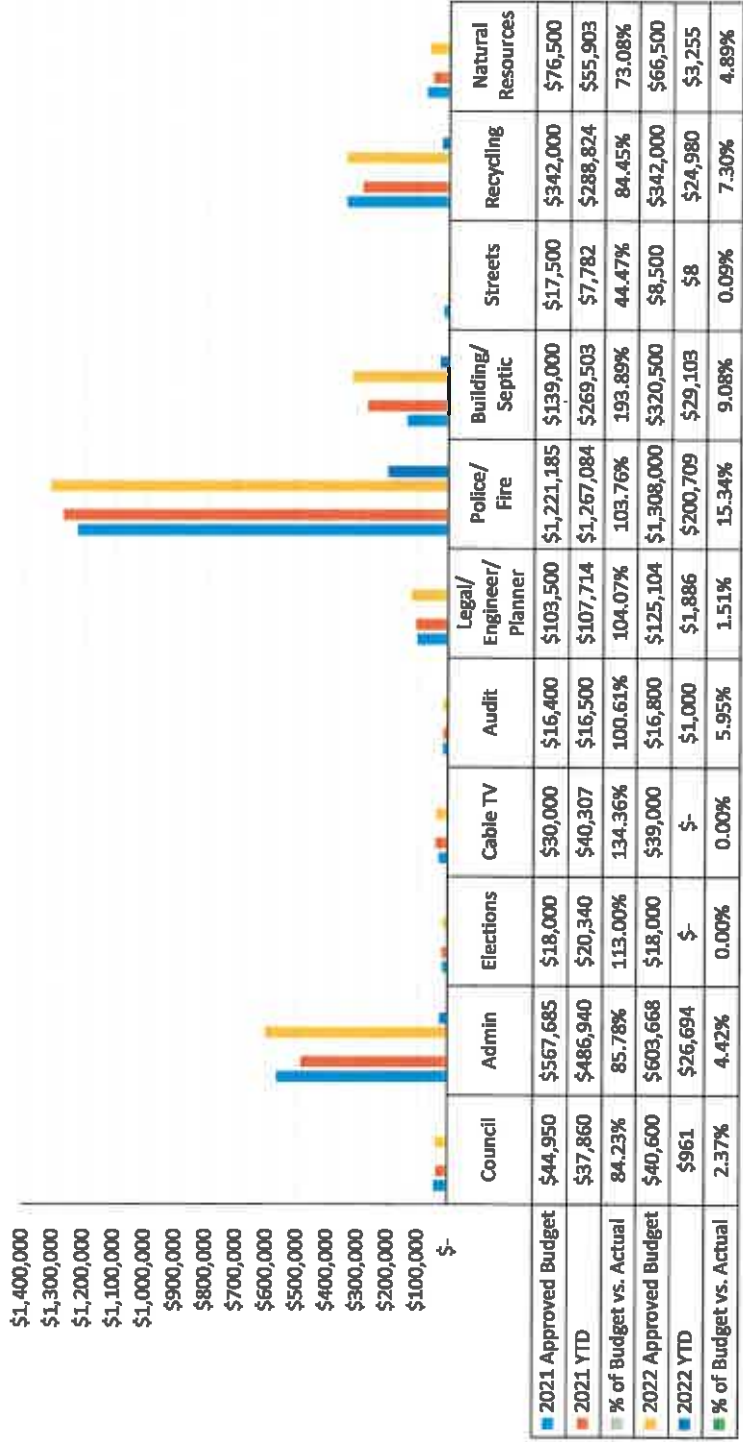
	2021	2022
General	\$ 980,605.11	\$58,682.54
Public Safety	\$ 1,330,254.50	\$200,708.52
Streets	\$ 7,782.09	\$7.72
Sanitation	\$ 288,824.45	\$24,980.49
Culture	\$ 40,306.84	\$0.00
Natural Resource	\$ 55,903.01	\$3,255.16
Misc.	\$ 28,694.64	\$960.91
Transfer out/addl public safety		\$0.00



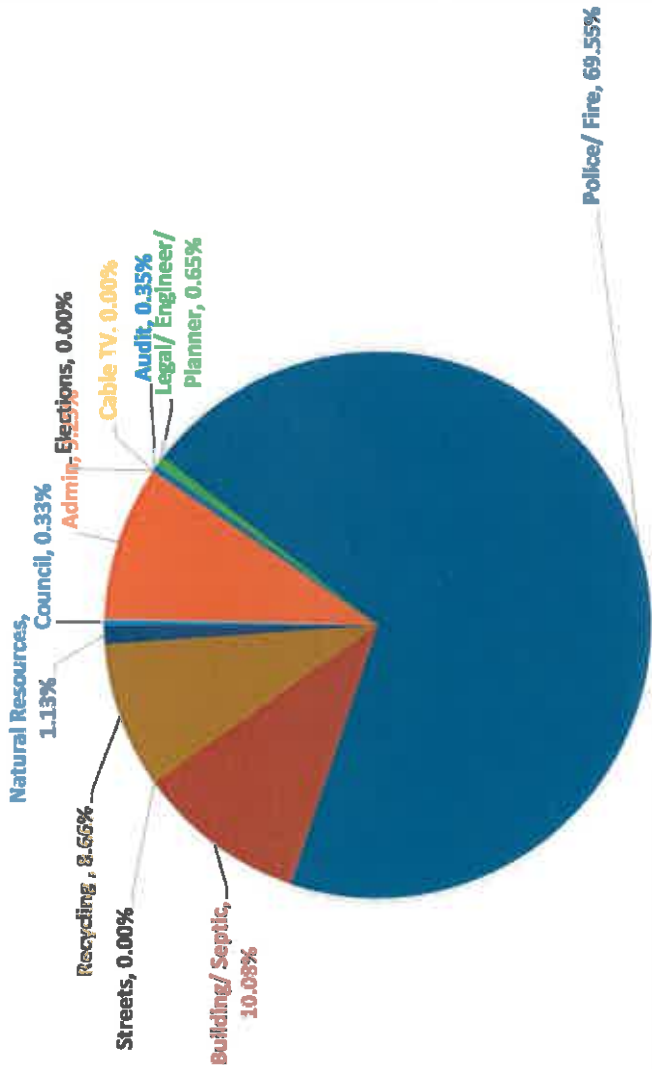
2022 Approved Budget with 2022 YTD/ % Of Budget vs. Actual/ Actual Expenses with % of Budget

	2022 Approved Budget	2022 YTD	% of Budget vs. Actual	288,596.34
Council	\$ 40,600	\$ 981	2.37%	0.33%
Admin	\$ 603,668	\$ 26,694	4.42%	9.25%
Elections	\$ 18,000	-	0.00%	0.00%
Cable TV	\$ 39,000	-	0.00%	0.00%
Audit	\$ 16,800	\$ 1,000	5.95%	0.35%
Legal/ Engineer/ Planner	\$ 125,104	\$ 1,886	1.51%	0.65%
Police/ Fire	\$ 1,308,000	\$ 200,709	15.34%	69.55%
Building/ Septic	\$ 320,500	\$ 29,103	9.08%	10.08%
Streets	\$ 8,500	\$ 8	0.09%	0.00%
Recycling	\$ 342,000	\$ 24,980	7.30%	8.66%
Natural Resources	\$ 66,500	\$ 3,255	4.89%	1.13%
Transfers	\$ -	\$ -	0.00%	0.00%

2021 & 2022 Actual Budget with Percentages



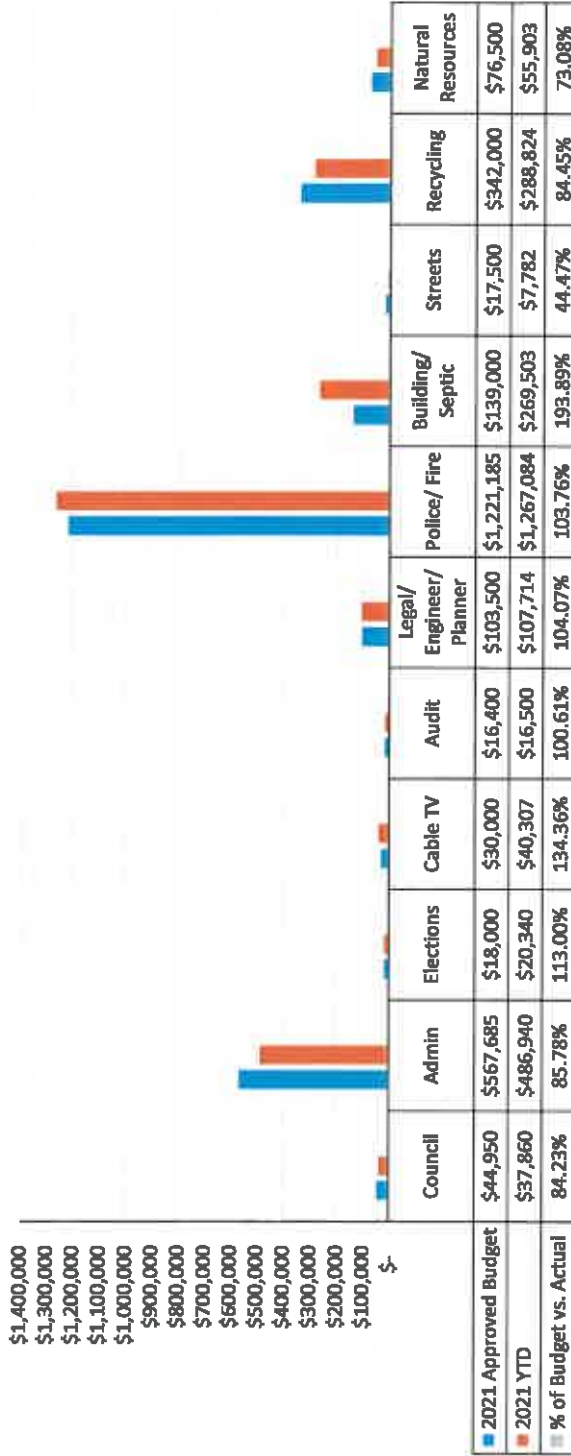
2022 - PERCENT OF YTD EXPENSES



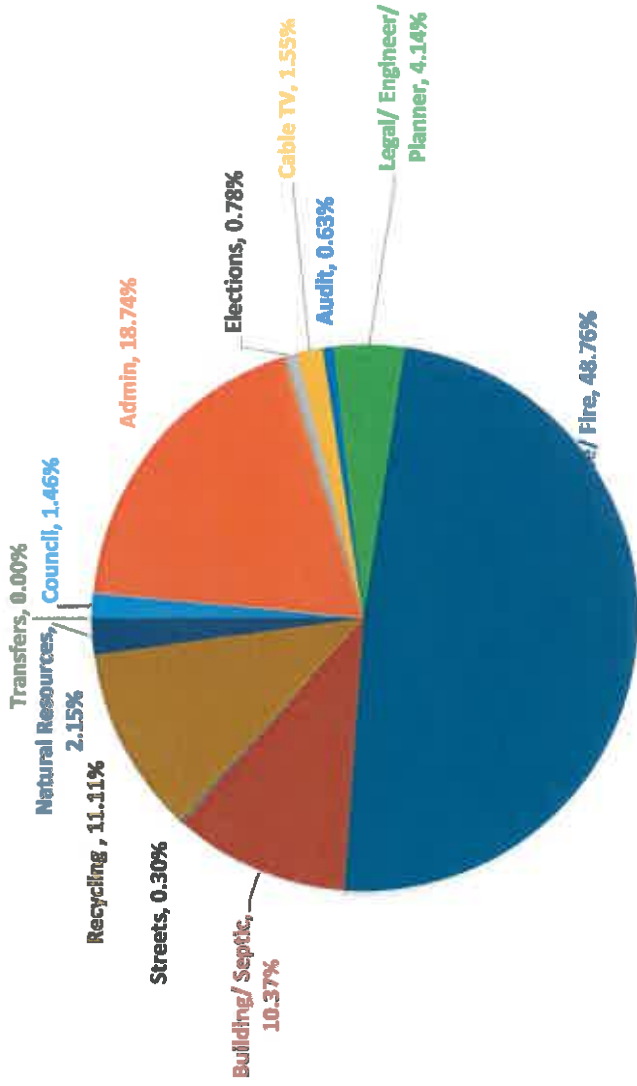
2021 Approved Budget with 2021 YTD/ % Of Budget vs. Actual/ Actual Expenses with % of Budget

	2021 Approved Budget	2021 YTD	% of Budget vs. Actual	2,598,756.86
Council	\$ 44,950	\$ 37,860	84.23%	1.48%
Admin	\$ 567,685	\$ 486,940	85.78%	18.74%
Elections	\$ 18,000	\$ 20,340	113.00%	0.78%
Cable TV	\$ 30,000	\$ 40,307	134.36%	1.55%
Audit	\$ 16,400	\$ 16,500	100.61%	0.63%
Legal/ Engineer/ Planner	\$ 103,500	\$ 107,714	104.07%	4.14%
Police/ Fire	\$ 1,221,185	\$ 1,267,084	103.76%	48.76%
Building/ Septic	\$ 193,000	\$ 269,503	193.89%	10.37%
Streets	\$ 17,500	\$ 7,782	44.47%	0.30%
Recycling	\$ 342,000	\$ 288,824	84.45%	11.11%
Natural Resources	\$ 76,500	\$ 55,903	73.08%	2.15%
Transfers	\$ -	\$ -		0.00%

2021 Actual Budget with Percentages



2021 - PERCENT OF YTD EXPENSES



CITY OF NORTH OAKS APPROVED 2022 BUDGET

Updated 01/13/22

APPROVED 2022 EXPENDITURES

ActCode	DEPT Descr	OBJ Descr	2021 Budget	12/31/21	% of Budget	UnderLine	2022 Budget	1/13/2022	% of Budget
101-41100-103	LEGISLATIVE	WAGES - PART TIME/TEMP	\$13,950.00	\$9,165.00	65.70%	CC/PC wages 07/31/may01, 25/06-25/12-2019	\$12,600.00	\$0.00	0.00%
101-41100-311	LEGISLATIVE	CONFERENCES/SEMINARS	\$1,500.00	\$663.61	44.24%		\$800.00	\$0.00	0.00%
101-41100-313	LEGISLATIVE	CONTRACT SERVICES	\$12,000.00	\$8,532.50		Timesavers	\$10,000.00	\$259.00	
101-41100-350	LEGISLATIVE	PUBLISHING & ADVERTISING	\$2,500.00	\$2,322.10	92.88%	Legal/P.H	\$2,200.00	\$656.91	29.86%
101-41100-433	LEGISLATIVE	DUES AND SUBSCRIPTIONS	\$15,000.00	\$17,176.43	114.51%	NWYFS/LMC/MCMA	\$15,000.00	\$45.00	0.30%
101-41300-101	ADMINISTRATIO	WAGES - FULL TIME	\$188,000.00	\$183,136.44	97.41%		\$199,983.00	\$7,321.18	3.66%
101-41300-103	ADMINISTRATIO	WAGES - PART TIME/TEMP	\$48,500.00	\$45,016.02	92.82%		\$54,495.00	\$2,421.50	4.44%
101-41300-122	ADMINISTRATIO	FICA CONTRIBUTIONS	\$18,666.00	\$19,074.93	102.19%		\$20,050.00	\$770.83	3.84%
101-41300-127	ADMINISTRATIO	DEFERRED COMP	\$0	\$0.00					
101-41300-131	ADMINISTRATIO	CONTRIBUTIONS							
101-41300-131	ADMINISTRATIO	HEALTH, DENTAL, LIFE, LTD INS	\$82,519.00	\$45,177.04	54.75%	Car/PERA/Health	\$82,388.00	\$3,120.90	3.79%
101-41300-131	ADMINISTRATIO	CAR ALLOWANCE	\$4,000.00	\$3,999.96	100.00%	Car Allowance	\$4,000.00	\$333.33	8.33%
101-41300-210	ADMINISTRATIO	OPERATING SUPPLIES	\$30,000.00	\$19,860.35	66.20%	Office/IT/Software	\$30,000.00	\$1,082.08	3.61%
101-41300-309	ADMINISTRATIO	COMPUTER/INTERNET/SD	\$30,000.00	\$31,066.46	103.55%	Granicus/Polco/Comcast	\$60,000.00	\$2,931.90	4.89%
101-41300-310	ADMINISTRATIO	SUPPORT							
101-41300-310	ADMINISTRATIO	TRAINING	\$9,800.00	\$2,636.84	26.91%	League/MCMA/MAMA	\$3,000.00		0.00%
101-41300-321	ADMINISTRATIO	TELEPHONE SERVICES		\$0.00	#DIV/0!				
101-41300-322	ADMINISTRATIO	MAILBOXES	\$10,000.00	\$2,316.00		passthrough	\$5,000.00		
101-41300-350	ADMINISTRATIO	PUBLISHING & ADVERTISING	\$0.00	\$92.00		CUP Filings	\$552.00		
101-41300-360	ADMINISTRATIO	INSURANCE	\$20,000.00	\$18,613.00	93.07%		\$20,000.00		0.00%
101-41300-381	ADMINISTRATIO	ELECTRIC UTILITIES	\$1,200.00	\$1,100.72	91.73%		\$1,200.00		0.00%
101-41300-410	ADMINISTRATIO	RENTALS	\$110,000.00	\$106,378.06	96.71%	Office Rent	\$108,000.00	\$8,711.79	8.07%
101-41300-430	ADMINISTRATIO	MISCELLANEOUS EXPENSE	\$15,000.00	\$8,472.26	56.48%	Website/Domain/OPG	\$15,000.00		0.00%
101-41300-435	ADMINISTRATIO	BANK SERVICE CHARGE	\$0	\$0.00					
101-41400-300	ELECTIONS	PROFESSIONAL SERVICES	\$18,000.00	\$20,340.07	113.00%	Election Contracts	\$18,000.00		0.00%
101-41420-300	CABLE TV	PROFESSIONAL SERVICES	\$30,000.00	\$40,306.84	134.36%		\$39,000.00		0.00%
101-41500-301	FINANCE	AUDIT SERVICES	\$16,400.00	\$16,500.00	100.61%	AEM - 3 year contract	\$16,800.00	\$1,000.00	5.95%
101-41600-304	LEGAL	LEGAL FEES - GENERAL	\$60,000.00	\$28,767.50	47.95%	Kennedy & Graven	\$40,000.00		0.00%
101-41600-306	LEGAL	LEGAL - LAWSUIT		\$1,897.80					
101-41600-315	LEGAL	LEGAL FEES - PROSECUTION	\$13,500.00	\$9,302.51	68.91%	Kelly & Lemmons	\$13,104.00	\$1,050.00	8.01%
101-41900-300	ENGINEERING	PROFESSIONAL SERVICES		\$0.00	#DIV/0!	Wenck	\$0.00		
101-41900-303	ENGINEERING	ENGINEERING SERVICES	\$18,000.00	\$53,026.90	294.59%	HR Green	\$60,000.00		0.00%
101-41910-300	PLANNING	PROFESSIONAL SERVICES	\$12,000.00	\$14,719.75	122.66%	Bob Kirmis	\$12,000.00	\$835.70	6.96%
101-42100-313	POLICE	CONTRACT SERVICES	\$838,796.00	\$887,905.31	105.85%	Police Contract	\$905,000.00		0.00%
101-42200-313	PIRE PROTECTION	CONTRACT SERVICES	\$381,389.00	\$378,086.84	99.13%	LJFD	\$402,000.00	\$200,642.32	49.91%
101-42300-300	EMERGENCY	PROFESSIONAL SERVICES	\$1,000.00	\$1,091.55	109.16%	Gopher State	\$1,000.00	\$66.20	6.62%
101-42300-313	EMERGENCY	CONTRACT SERVICES		\$0.00				\$0	

APPROVED 2022 EXPENDITURES (CONTINUED)

101-42400-300	BUILDING INSPECTIONS	PROFESSIONAL SERVICES	\$1,000.00	\$174.00	17.40%	Other Inspections	\$500.00		0.00%
101-42400-313	BUILDING INSPECTIONS	CONTRACT SERVICES	\$120,000.00	\$244,590.92	203.83%		\$300,000.00	\$22,970.97	7.66%
101-42400-451	BUILDING INSPECTIONS	BUILDING PERMIT SURCHARGE	\$5,000.00	\$8,220.60	164.41%		\$5,000.00	\$6,132.36	122.65%
101-43100-381	STREETS	ELECTRIC UTILITIES	\$2,500.00	\$1,757.09	70.28%		\$3,000.00	\$7.72	0.26%
101-43100-408	STREETS	STREETS/SIDEWALK/CURB REPAIRS	\$15,000.00	\$6,025.00	40.17%	Mel's Service	\$5,500.00		0.00%
101-43200-384	RECYCLING	RECYCLING	\$330,000.00	\$280,937.75	85.13%		\$330,000.00	\$24,980.49	7.57%
101-43200-384	RECYCLING	RECYCLING (Clean Up Day)	\$12,000.00	\$7,886.70	65.72%	Clean Up/Recycle Day	\$12,000.00		0.00%
101-45100-470	RECREATION	COMMUNITY FUNCTIONS		\$0.00	#DIV/0!				
101-46100-316	NATURAL RESOURCES	TREE PRESERVATION	\$45,000.00	\$36,987.69	82.19%	City Forester	\$45,000.00	\$3,255.16	7.23%
101-46100-317	NATURAL RESOURCES	DEER MANAGEMENT	\$25,000.00	\$16,356.33	65.43%	Depends on # of deer	\$15,000.00		0.00%
101-46100-318	NATURAL RESOURCES	NATURAL RESOURCES	\$6,500.00	\$2,558.99	39.37%	NRC	\$6,500.00		0.00%
101-46100-319	NATURAL RESOURCES	WEED MANAGEMENT	\$0	\$0.00		Lake Weed Management			
101-49450-313	SEWER	CONTRACT SERVICES	\$13,000.00	\$16,517.00	127.05%	Septic Inspector	\$15,000.00		0.00%
101-49990-720	UNALLOCATED	TRANSFER OUT	\$50,000.00	\$0.00		Fire Capital	\$200,000.00		
101-49990-720	UNALLOCATED	TRANSFER OUT	\$50,000.00	\$0.00		Police Capital	\$50,000.00		
101-49990-720	UNALLOCATED	TRANSFER OUT	\$0.00	\$0.00		General Capital			
			\$2,676,720.00	\$2,598,756.86			\$3,138,672.00	\$288,595.34	

ActCode	DEPT Descr	OBJ Descr	2021 Budget	12/31/21	% of Budget	UnderLine	2022 Budget	1/13/2022	% of Budget
306-47000-601	DEBT SERVICE	BOND PRINCIPAL	\$55,000.00	\$55,000.00		LGWA Bond		\$60,000.00	
306-47000-611	DEBT SERVICE	BOND INTEREST	\$2,245.00	\$2,245.00				\$930.00	
306-47000-620	DEBT SERVICE	PAYING AGENT FEES	\$500.00	\$500.00					
400-41910-300	PLANNING	PROFESSIONAL SERVICES	\$10,000.00	\$1,657.50		Comp Plan			
400-41910-303	PLANNING	ENGINEERING SERVICES	\$100.00	\$7,192.00		Comp Plan			
400-43100-408	STREETS	STREETS/SIDEWALK/CURB REPAIRS	\$0.00	\$0.00					
400-46100-318	NATURAL RESOURCES	NATURAL RESOURCES	\$0.00	\$0.00					
401-42200-500	FIRE PROTECTION	CAPITAL OUTLAY	\$100,000.00	\$63,170.80		Fire Expenses	\$200,000.00	\$734.40	
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				Police Expenses	\$50,000.00		
406-43000-381	PUBLIC WORKS	ELECTRIC UTILITIES	\$4,000.00	\$3,848.48					
WATER & SEWER									
601-41000-420	DEPRECIATION EXPENSE	DEPRECIATION	\$0.00	\$0.00					
601-49400-255	WATER	WATER METERS	\$0.00	\$45.78					
601-49400-313	WATER	CONTRACT		\$0.00					
601-49400-330	WATER	SEWER & WATER MISC	\$0.00	\$6,833.72					
601-49400-381	WATER	ELECTRIC UTILITIES	\$0.00	\$478.63					
601-49400-382	WATER	WATER - SHOREVIEW	\$0.00	\$161,298.77					
601-49400-383	WATER	WATER - WBT	\$0.00	\$31,810.00				\$660.00	
602-41000-420	DEPRECIATION EXPENSE	DEPRECIATION	\$0.00	\$0.00					
602-49450-313	SEWER	CONTRACT		\$236.32					
602-49450-381	SEWER	ELECTRIC UTILITIES	\$0.00	\$3,691.06					
602-49450-385	SEWER	SEWER	\$0.00	\$70,780.37				\$5,331.72	
602-49450-400	SEWER	REPAIRS AND MAINTENANCE	\$0.00	\$28,415.40				\$9,471.80	
602-49450-430	SEWER	MISCELLANEOUS EXPENSE	\$0.00	\$47,273.21				\$1,800.00	
602-49450-455	SEWER	SAC FEES	\$0.00	\$9,840.60				\$9,840.60	
			\$2,848,565	\$2,598,756.86			\$3,138,672.00	\$288,595.34	

APPROVED 2022 REVENUES

ActCode	DEPT Descr	OBJ Descr	2021 Budget	12/31/21	% of Budget	UnderLine	2022 Budget	1/13/2022	% of Budget
101-31010	COUNCIL	GENERAL PROPERTY TAXES	\$1,974,877.00	\$1,204,580.49	61.00%		\$2,051,403.00		0.00%
101-31810	COUNCIL	CABLE T.V. FEES	\$65,000.00	\$73,292.29	112.76%		\$90,000.00		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	\$50.00	\$0.00	0.00%		-		#VALUE!
101-32160	COUNCIL	CONTRACTOR LICENSES	\$8,052.00	\$9,385.00	116.55%		\$9,000.00	\$1,750.00	19.44%
101-32210	COUNCIL	BUILDING PERMIT	\$145,000.00	\$382,118.17	263.53%		\$500,000.00	\$47,402.35	9.48%
101-32230	COUNCIL	HEAT/PLUMB PERMIT	\$22,000.00	\$31,528.85	143.31%		\$25,000.00		0.00%
101-32240	COUNCIL	ANIMAL LICENSE	\$1,500.00	\$1,125.00	75.00%		\$1,000.00	\$15.00	1.50%
101-32260	COUNCIL	STATE SURCHARGE	\$7,000.00	\$14,070.72	201.01%		\$10,000.00	\$1,862.50	18.63%
101-32261	COUNCIL	ISTS PERMIT	\$4,000.00	\$15,140.00	378.50%		\$7,000.00		0.00%
101-32262	COUNCIL	RENTAL LICENSE FEE	\$1,000.00	\$1,100.00	110.00%		\$1,000.00		0.00%
101-32263	COUNCIL	SHORELAND/FORESTRY PERMIT	\$500.00	\$0.00	0.00%		\$300.00		0.00%
101-32264	COUNCIL	ISTS PUMPING RECORDS	\$5,000.00	\$11,920.00	238.40%		\$5,000.00	\$420.00	8.40%
101-33429	COUNCIL	PERA RATE INCREASE AID	\$308.00	\$0.00	0.00%		\$0.00		#DIV/0!
101-33440	COUNCIL	SCORE GRANT	\$12,000.00	\$0.00	0.00%		\$14,000.00		0.00%
101-33600	COUNCIL	OTHER GOVT GRANTS/AID	\$0.00	\$319,982.82		CARES FUNDING			
101-34103	COUNCIL	VARIANCE, PUD, PLAT FEES, CUP	\$6,850	\$6,850.00	100.00%		\$3,600.00	\$1,450.00	40.28%
101-34110	COUNCIL	ELECTION FILING FEE	\$0.00	\$0.00					
101-34120	COUNCIL	CERTIFICATE OF OCCUPANCY FEE	\$400	\$375.00	93.75%		\$300.00	\$50.00	16.67%
101-34403	COUNCIL	RECYCLING FEES	\$416.00	\$33,470.38			\$10,800.00		
101-35100	COUNCIL	FINES AND FORFEITS	\$2,500.00	\$3,931.57	157.26%		\$2,500.00		0.00%
101-35104	COUNCIL	LATE FEES/NSF FEES	\$500.00	\$300.00	60.00%		\$500.00		0.00%
101-36100	COUNCIL	SPECIAL ASSESSMENTS	\$330,000	\$311,644.12	94.44%	Recycling Assessment	\$323,225.00		0.00%
101-36101	COUNCIL	SPECIAL ASSESSMENTS - PMC	\$2,067	\$1,895.08	91.67%	Peace Methodist Church	\$2,067.00	\$172.28	8.33%
101-36200	COUNCIL	MISCELLANEOUS REVENUES	\$2,000.00	\$13,584.58	679.23%	Conduit Bond & Misc	\$5,000.00		0.00%
101-36210	COUNCIL	INTEREST EARNINGS	\$12,000	\$508.59	4.24%		\$6,000.00		0.00%
101-36220	COUNCIL	RENTS	\$61,800	\$52,929.13	85.65%	NOHOA Rent	\$54,227.00		0.00%
101-36222	COUNCIL	COMMUNITY FUNCTIONS	\$1,000	\$292.00	29.20%	Community Mtg Room	\$500.00		0.00%
101-36240	COUNCIL	REFUNDS AND REIMBURSEMENT	\$5,000	\$22,828.51	456.57%	LMC & Other Rebates	\$10,000.00		0.00%
			\$2,677,070	\$2,519,102			\$3,138,672.00	\$53,122.13	

ActCode	DEPT Descr	OBJ Descr	2021 Budget	12/31/21	% of Budget	UnderLine	2022 Budget	1/13/2022	% of Budget
306-36100	COUNCIL	SPECIAL ASSESSMENTS		\$32,261.64	#DIV/0!	LGWA Bond Assessments			
306-36210	COUNCIL	INTEREST EARNINGS		\$0.00					
400-33418	COUNCIL	MNDOT STATE AID STREETS	\$0	\$27,382.00					
400-36210	COUNCIL	INTEREST EARNINGS		\$0.00		Special Project Interest			
400-36240	COUNCIL	REFUNDS AND REIMBURSEMENTS		\$0.00					
400-39200	COUNCIL	TRANSFER IN		\$0.00					
401-36210	COUNCIL	INTEREST EARNINGS							
401-36240	COUNCIL	REFUNDS AND REIMBURSEMENT	\$0.00						
401-39200	COUNCIL	TRANSFER IN							
402-36210	COUNCIL	INTEREST EARNINGS		\$0.00					
R 403-36210	403-36210	INTEREST EARNINGS	\$0.00	\$0.00					
R 403-37180	403-37180	MAINTENANCE/ESCROW FEE	\$0.00	\$0.00					
R 403-39200	403-39200	TRANSFER IN	\$0.00	\$0.00					
R 404-39200	R 404-39200	TRANSFER IN				Police	NEW FUND	NEW FUND	
406-36100	COUNCIL	SPECIAL ASSESSMENTS		\$1,698.29					
406-36200	COUNCIL	MISCELLANEOUS REVENUES	\$0			LGWA Maint Assessments			
406-36210	COUNCIL	INTEREST EARNINGS		\$0.00					
601-36200	COUNCIL	MISCELLANEOUS REVENUES		\$1,250.47					
601-37100	WATER	WATER USAGE		\$110,847.78					
601-37150	WATER	WATER HOOK-UP - WBT		\$27,360.00				\$660.00	
601-37151	WATER	WATER HOOK-UP - CLP							
601-37155	WATER	WATER METER							
601-37180	WATER	MAINTENANCE/ESCROW FEE		\$14,372.46					
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		\$8,933.37					
602-37200	SEWER	SEWER USAGE		\$611,534.18					
602-37250	SEWER	SEWER HOOK-UP		\$17,395.00				\$2,485.00	
602-37500	SEWER	CAPITAL CONTRIBUTION		\$0.00					
			\$2,677,070	\$3,372,137			\$3,138,672	\$56,267	

**North Oaks City Council
Truth-in-Taxation Special Meeting Minutes
North Oaks City Council Chambers
December 9, 2021**

CALL TO ORDER

Mayor Ries called the Truth-in-Taxation meeting to order on December 9, 2021 at 6:45 p.m.

ROLL CALL

Present: Mayor Kara Ries. Councilmembers Rich Dujmovic, Jim Hara, Sara Shah, Tom Watson
Staff Present: Administrator Kevin Kress, Attorney Jim Thomson, Engineer Tim Korby
A quorum was declared present.

TRUTH-IN-TAXATION PUBLIC HEARING

a. Truth in Taxation Public Hearing of the 2022 Budget and Levy

Mayor Ries opened the public hearing at 6:47 p.m. She asked if anyone wished to speak about the proposed 2022 Budget and/or Levy. There were no comments from the public in the chambers or online.

Administrator Kress reviewed the budget process and the line items with bigger impacts on the budget, including police and fire capital and engineering. He noted that the total budget is \$3,138,672.00 and the total levy is \$2,051,403.00. This is a 3.9% increase and a tax rate of 12%.

Mayor Ries closed the public hearing at 6:51 p.m.

b. Discussion and possible action on adoption of the 2022 Budget and Levy

Mayor Ries opened up discussion on whether to approve Resolution 1442, approving 2022 Tax Levy, collectible in 2022 and 2022 Final Budget; total Levy \$2,051,403.00.

MOTION by Watson, seconded by Hara, to approve Resolution 1442. Motion carried unanimously by roll call.

ADJOURNMENT

MOTION by Dujmovic seconded by Shah to adjourn the Council meeting at 6:57 p.m. Motion carried unanimously by roll call.

Kevin Kress, City Administrator

Kara Ries, Mayor

Date approved _____

**North Oaks City Council
Meeting Minutes
North Oaks City Council Chambers
December 9, 2021**

1. CALL TO ORDER

Mayor Ries called the meeting to order on December 9, 2021 at 7:00 p.m.

2. ROLL CALL

Present: Mayor Kara Ries. Councilmembers Rich Dujmovic, Jim Hara, Sara Shah, Tom Watson.
Staff Present: Administrator Kevin Kress, Attorney Jim Thomson, Engineer Tim Korby,
Engineer John Morast.
Others Present: Videographer Maureen Anderson.
A quorum was declared present.

3. PLEDGE OF ALLEGIANCE

Mayor Ries led the Council in the Pledge of Allegiance.

4. CITIZEN COMMENTS

None.

5. APPROVAL OF AGENDA

Administrator Kress suggested tabling item 8c: Discussion and possible action on important documents section of City website.

Member Watson accepted the suggestion as a friendly amendment.

MOTION by Watson, seconded by Shah, to approve the Agenda as amended. Motion carried unanimously by roll call.

6. CONSENT AGENDA

a. Approval of November 10, 2021 Meeting Minutes

b. Approval of Licenses:

**Mechanical: Patton Heating and Air; Precision Landscape and Tree Service
Arborists: Acacia Construction**

c. Approval of City Financials:

Check#014190 - 014227, EFT: 000492E - 000500E

d. Approval of Resolution 1443 - 2022 Liquor Licenses

e. Approval of amendment to TimeSaver recording secretary service agreement

f. Approve LMC liability waiver

MOTION by Watson, seconded by Hara, to approve the Consent Agenda. Motion carried unanimously by roll call.

7. PETITIONS, REQUESTS & COMMUNICATIONS

a. Deputy Mike Burrell Report

Deputy Burrell was not present at the meeting.

8. UNFINISHED BUSINESS

a. Discussion and possible action on speed/safety in Rapp Farm

Engineer Korby shared that Engineer Morast did a lengthy and detailed study and worked with Attorney Thomson to make sure they met all state and federal regulations for the speed/safety study; the reason for the study is that if someone contested a ticket in Rapp Farms the City would have followed all procedures and can legally change the speed limit to 20mph.

Member Shah asked the role of North Oaks Home Owners' Association (NOHOA) in this issue.

Attorney Thomson clarified the City has the exclusive role in setting the speed limits based on a 1962 Supreme Court decision. He went into more detail regarding Statutes, noting he discussed the issue with NOHOA's attorney.

The City Council discussed speed signs, polices/procedures, and how to go forward with speed limits and adjustments within the City.

MOTION by Dujmovic, seconded by Shah, to approve Resolution #1444, Resolution Establishing a Maximum Speed Limit of 20 Miles Per Hour on all Private Roads in the Rapp Farm Development. Motion carried unanimously by roll call.

b. Approval of NineNorth service contract

Mayor Ries noted this item was previously tabled.

Administrator Kress said NineNorth made the changes suggested by Member Watson regarding inflation and the adjustment to a three-year contract rather than yearly.

The City Council discussed the contract, including rate increases due to inflation, noting there is a 90-day cancellation for either party.

MOTION by Dujmovic, seconded by Hara, to approve the NineNorth service contract. Motion carried unanimously by roll call.

c. Discussion and possible action on important documents section of City website

This item was removed from the Agenda.

d. Update and discussion on wetland ordinance and water quality

Administrator Kress stated he and Member Watson built a matrix of keywords, and they will work with Shannon Dunn and the Natural Resource Commission (NRC) to have a broader discussion on those keywords and the objective to collectively establish things in one spot.

The City Council discussed the memo and wetland ordinance, including how to understand the shortcomings, and allowing the NRC to review the issue.

e. Update on NOHOA and North Oaks Company East Oaks PUD/PDA matters

Administrator Kress updated the City Council, noting the City received a letter from NOHOA a few days ago and the North Oaks Company earlier in the day. It looks like they have had conversations and are fairly consistent, although they have not come to agreement on some of the items.

Member Watson noted NOHOA has a provision for consent-and-joinder in the PDA which should be taken seriously. He learned from watching the December NOHOA Board meeting that a number of sites (in Rapp Farms, Red Forest Way, and the Villas at Wilkinson) have not been accepted into the home owners' association. He is disappointed that more progress has not been made in 11 months and noted NOHOA called a special meeting that is coming up.

Mayor Ries would also like to see things get completed within the City as the engineers go out to sites regarding punch lists. At some point they must look at the things that were approved and whether they are done satisfactorily or not.

The City Council discussed the item, the historic timeline, and where the matter currently stands.

9. NEW BUSINESS

a. Discussion and possible action on Ramsey County Sheriff's Office (RCSO) contract and letter representing contract cities

Administrator Kress noted the contract is essentially the same year-to-year. He explained the inclusion of a contract cities' letter drafted by the seven-party consortium. It is the understanding that the County Board has voted down the State Fair the following year and in the letter the cities are pointing out some pitfalls and concerns including the loss of revenue. They are asking the seven cities to contest the County Board and tell them they are making a mistake and that the cities do not feel they should pay the price for that.

The City Council discussed the issue, the politics between the County Board and the Sheriff's Office, what has been done historically with policing in the area, and potential options going forward.

Administrator Kress noted the seven contract cities are interested in having all of the City Councils meet with the County Board at some point.

MOTION by Watson, seconded by Dujmovic, to approve the 2022 Ramsey County Sheriff's Office contract. Motion carried unanimously by roll call.

MOTION by Watson, seconded by Dujmovic, to authorize Mayor Ries to sign the letter on behalf of the City Council with the other mayors to be sent to the Ramsey County Board. Motion carried unanimously by roll call.

b. Discussion and possible action on Northeast Youth and Family Services (NYFS) contract

Administrator Kress noted this is partnership the City has had for years; the service is for mental stability and he would encourage the City Council to continue the partnership.

MOTION by Dujmovic, seconded by Shah, to approve the Northeast Youth and Family Services January-September 2021 contract. Motion carried unanimously by roll call.

c. Discussion and possible action on site visits East Oaks Development area

Administrator Kress is trying to set up site visits on the East Oaks sites and encouraged attendance with Mr. Kress and/or Mr. Korby. If the City Council would like to go together they can post a notice and set a date.

The City Council discussed the item and decided to plan a site visit in January.

10. COUNCIL MEMBER REPORTS

Member Hara would like to give formal approval to the Natural Resource Commission (NRC) to contract a helicopter operator and have someone from Ramsey County Parks to do an aerial count of deer as soon as weather permits. He would also like to have a work session with NOHOA to meet new members and encourage cooperation together.

MOTION by Hara, seconded by Watson, to direct the NRC to initiate the helicopter census. Motion carried unanimously by roll call.

Member Watson noted Santa Claus is arriving in North Oaks on December 19 from 3-5:00 p.m. He noted Vadnais Lakes Area Water Management Organization (VLAWMO) discussed what role they should take in managing or dealing with aquatic invasive species and will be doing a strategic planning session in January.

Member Dujmovic stated Deputy Burrell did an awesome video on combating scams and privacy issues; he asked to post the video to the City website. He is in talks with Kelley and Lemmons to get closure on the parking ordinance; they are looking at alternatives, and hope to have some options by February. He is interested in what they can do about the siren in Rapp Farm, and would love to see work on the winter trail.

Member Shah noted VLAWMO Tech had great dialogue and she learned that a VLAWMO representative will come out and give a presentation on wetlands in Minnesota and how the local and State agencies work. She thinks it would be a great idea to have a workshop in the community and include the City Council and various Commissions.

Mayor Ries updated that Dana Healy announced her resignation from NineNorth and said Ms. Healy did an amazing job in turning the organization to a great direction. Mayor Ries is also ending her two-year role as Chair of the Cable Commission. She met with Pat Shay about St. Paul Water coming into North Oaks and they have another meeting the following day. She will continue discussions on how to improve water quality within the City. She thanked HR Green and the City Council Members for their great work.

11. CITY ADMINISTRATOR REPORTS

Administrator Kress is looking forward to getting a retreat put together for the City Council. Staff and consultants have a lot on their plate with Comprehensive Plan taking up the majority at this time, and various applications and data requests are coming in. He asked for patience as Staff maneuvers through these items.

12. CITY ATTORNEY REPORTS

None.

13. MISCELLANEOUS

a. November 2021 Forester Report

14. ADJOURNMENT

MOTION by Watson, seconded by Dujmovic, to adjourn the meeting at 9:22 p.m. Motion carried unanimously by roll call.

Kevin Kress, City Administrator

Kara Ries, Mayor

Date approved _____



City of North Oaks
100 Village Center Drive, Suite 230
North Oaks, MN 55127

December 14, 2021

Ben Schmidt and Gretchen Hall
3 Eastview Lane
North Oaks, MN 55127

PLANNING COMMISSION PUBLIC HEARING INFORMATION

December 30, 2021 at 7 p.m.

**Community Meeting Room, 100 Village Center Dr., Suite 130 North Oaks, MN 55127
And via Virtual Means**

Dear Ben and Gretchen:

Your application for a Conditional Use Permit for a home with height in excess of 35 feet, has been received by the City of North Oaks; this is CUP #21-17. Your application is on the agenda to be discussed at a Planning Commission meeting on this topic, **Thursday, December 30, 2021 at 7:00 pm.** The City Council will then decide whether to approve or disapprove your application at their meeting on **Thursday, January 13, 2021.** If the application is approved, work could commence immediately after the Council meeting.

You and your designer and / or builder are encouraged to attend these meetings to be available to answer any questions which may arise. You may attend in person, or virtually via the following means:

From the City website www.northoaksmn.gov, click on the Calendar on the left side of the homepage. Select the December 30th planning commission meeting. You will see the link to join the zoom call and view the meeting Agenda packet. If there are any questions, please contact the city office at 651-792-7750. Final packet materials will be posted 72 hours prior to the meeting.

Letters will be sent to abutting neighbors 10 business days before Planning Commission meeting. Please contact our office with any questions about your application process.

Sincerely,

Lauren Kavan
Administrative Assistant
City of North Oaks

100 Village Center Drive, Suite 230 • North Oaks, Minnesota 55127

Office: 651-792-7750 • Fax: 651-792-7751 • noaks@cityofnorthoaks.com • www.cityofnorthoaks.com

No. 21-17

**CITY OF NORTH OAKS, MINNESOTA
APPLICATION FOR CUP, VARIANCE, APPEAL, AMENDMENT, PLAN REVIEW**

Location of Property: (address) 3 Eastview Lane, North Oaks, MN 55127

Legal Description of Property: Tract A RLS _____

Fee Owner: Gretchen Hull 3 Eastview Lane
Name Address

North Oaks MN 55127 612-716-3047
City State Zip Contact Number/s

Signature of Fee Owner: _____ Date 12-1-21

Applicant: Ben Schmidt & Gretchen Hull 3 Eastview Lane
(if different from owner) Name Address

NO MN 55127 612-716-3047 ben@blanddev.com
City State Zip Contact Numbers/s Email Address

Signature of Applicant: _____ Date 12-1-21

Type of Request: (Please circle correct request)

CONDITIONAL USE PERMIT (as provided for in Chapter 151.076 of Code of Ordinances)

VARIANCE

APPEAL

AMENDMENT

BUILDING / SITE PLAN REVIEW

OTHER

CUP request relative to new home construction and height in excess of 35 feet. Kootenia Homes will be submitting required materials, today, 12/1/21 via email.

Please attach fifteen (15) copies of detailed written and graphic material fully explaining the proposed request and include the reason for the request, present zoning classification and existing use of the property.

(For office use)

Application received with \$450 application fee (or per fee schedule) on 12/1/2021 Check # 1004 Amt \$ 450
Escrow (per fee schedule) received on _____ Check # _____ Amt \$ _____

Date for review of completeness fifteen (15) business days from initial receipt 12/21/2021

* If application is deemed incomplete, written notice must be sent to the applicant by above date stating the items that need to be submitted for the application to be deemed complete.

Deadline for action sixty (60) days from initial receipt _____

Extended deadline _____

**** City may extend the review period by up to sixty days from the end of deadline for action only if applicant is notified in writing prior to the end of the initial sixty (60) day review period. The deadline may be extended beyond sixty days with applicant's approval.**

Conditional Use or Amendment request - Public Hearing date _____

Planning Commission action:

Approval or disapproval on _____ with conditions _____

City Council Action:

Approval or disapproval on _____ with conditions _____

Variance, Appeal, Building/Site Plan Review, Other

Action of Board of Adjustment and Appeals:

Approval or disapproval on _____

Bond Required _____

Bond Received on _____

APPLICANT RESPONSIBILITY FOR PAYMENT

As authorized in Chapter 151.083 of the Ordinance Code, an applicant will be responsible for full reimbursement of incurred costs to the City of North Oaks. (A copy of this section of the Ordinance is available upon request**)

A typical process for reviewing a zoning action may include the following: City employee help in explaining the application process, City employee receipt of completed application and proper scheduling on appropriate agenda, one legal notice for a public hearing (if applicable), written notice to abutting property owners (if applicable), generation of a staff report, presentation of the staff report to the Planning Commission and presentation of the staff report and Planning Commission recommendation to the City Council.

City reimbursement policy: An applicant can withdraw their request at any time during the review process, however the application fee is non-refundable. Any remaining escrow deposit that is not needed to pay incurred costs to the date of application removal will be refunded to the applicant within sixty days.

I acknowledge that I have read and fully understand the above statements.

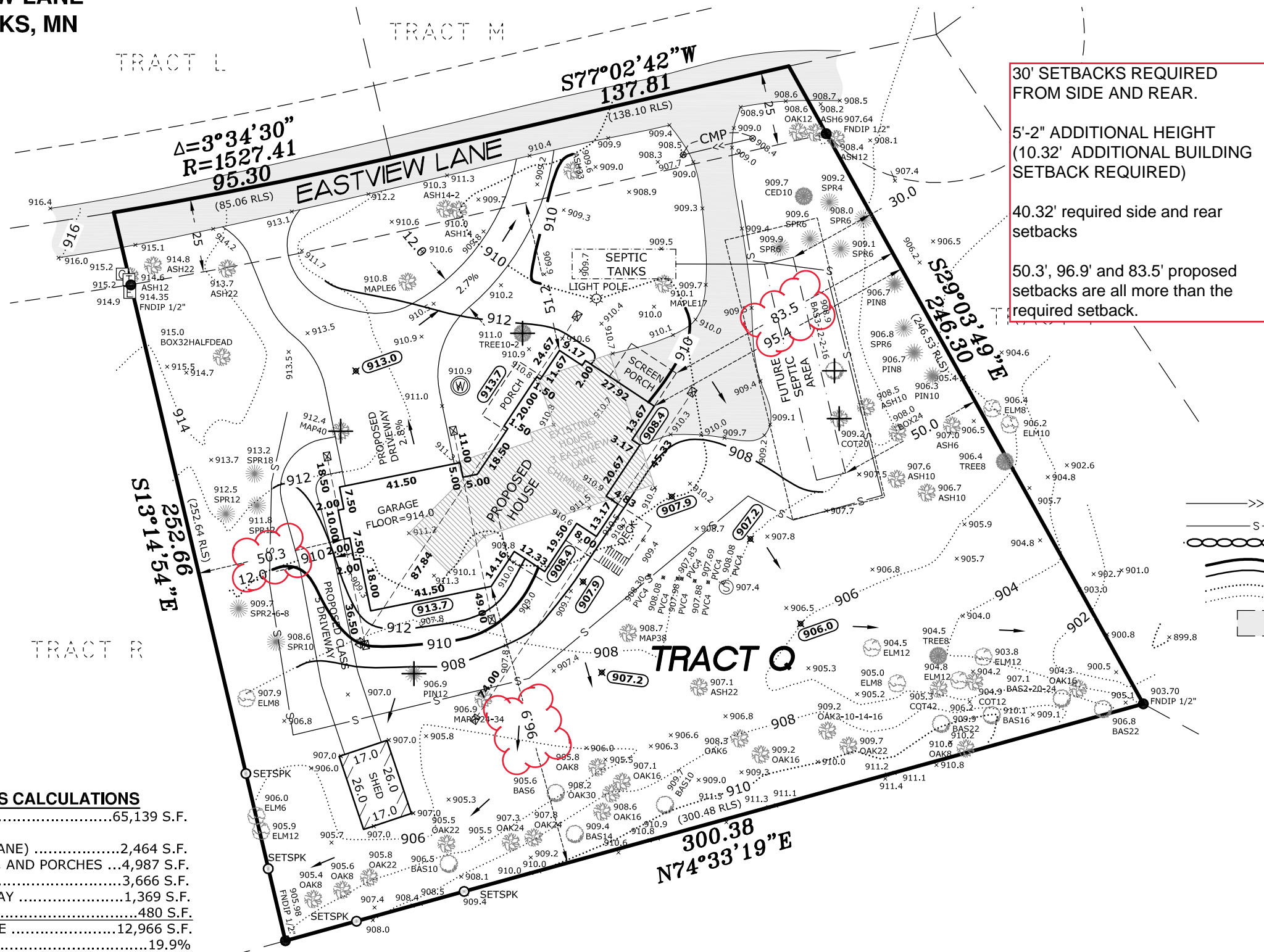
Applicant's Signature

Date

**** § 151.083 FEES. (A) To defray the administrative costs of processing applications for conditional uses, amendments, variances, or appeals, a nonrefundable base fee, as established by the city from time-to time, per application shall be paid by all applicants when the application is filed. (B) (1) In order to defray any additional cost over and above the normal processing of an application for a conditional use, an amendment, a variance, an appeal, or in determining the adequacy of off-street parking, loading, unloading, and service entrances, or when an amended plan must be reviewed by the city, the applicant shall reimburse the city for the costs the city may incur in employing the services of engineers, attorneys, and/or other professional consultants in connection with the application. (2) An initial deposit, as established by the city from time to time, may be requested by the Zoning Administrator for these services. (3) If this amount does not cover all the costs, the applicant will be so advised and full reimbursement hereunder shall be made whether the application is approved or denied. (C) A nonrefundable fee, as established by the city from time to time, for each certificate of occupancy shall be paid when the application is filed. (Ord. 94, § 8.9, passed 2-11-1999; Am. Ord. passed 11-24-1999; Am. Ord. passed 7-24-2001; Am. Ord. passed 10-22-2002; Am. Ord. passed 4-1-2003; Am. Ord. passed 12-23-2003)**

CERTIFICATE OF SURVEY

~for~ KOOTENIA HOMES
~of~ 3 EASTVIEW LANE
NORTH OAKS, MN

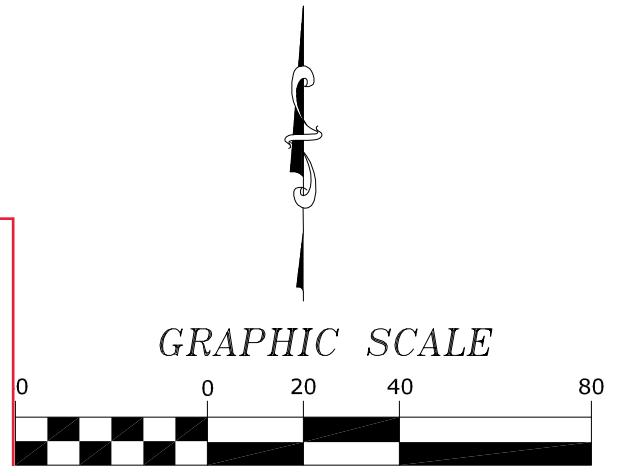


30' SETBACKS REQUIRED FROM SIDE AND REAR.

5'-2" ADDITIONAL HEIGHT (10.32' ADDITIONAL BUILDING SETBACK REQUIRED)

40.32' required side and rear setbacks

50.3', 96.9' and 83.5' proposed setbacks are all more than the required setback.



LEGEND

- DENOTES IRON MONUMENT FOUND
- DENOTES IRON MONUMENT SET
- x1011.2 DENOTES EXISTING ELEVATION
- ⊠ DENOTES WOOD HUB/METAL SPIKE AT 11 FOOT OFFSET (UNLESS OTHERWISE NOTED)
- ⊗ DENOTES SEPTIC PVC
- ⊙ DENOTES LIGHT POLE
- Ⓢ DENOTES SANITARY SEWER MANHOLE
- Ⓜ DENOTES WELL
- >> DENOTES EXISTING STORM SEWER
- S— DENOTES SILT FENCE
- ⊖ DENOTES PROPOSED RETAINING WALL
- ⋯ DENOTES PROPOSED CONTOURS
- ⋯ DENOTES EXISTING CONTOURS
- ▨ DENOTES BITUMINOUS SURFACE

TREE DETAIL

- 950.26 DENOTES ELEVATION
- OAK20-2 DENOTES TREE QUANTITY
- DENOTES TREE SIZE IN INCHES
- DENOTES TREE TYPE
- DENOTES TREE TO BE REMOVED

PROPOSED IMPERVIOUS CALCULATIONS

TOTAL LOT AREA	65,139 S.F.
EXISTING BIT. (EASTVIEW LANE)	2,464 S.F.
PROPOSED HOUSE, GARAGE, AND PORCHES	4,987 S.F.
PROPOSED BIT. DRIVEWAY	3,666 S.F.
PROPOSED GRAVEL DRIVEWAY	1,369 S.F.
EXISTING SHED	480 S.F.
TOTAL IMPERVIOUS SURFACE	12,966 S.F.
PERCENT IMPERVIOUS	19.9%

HOUSE DIAG: 132.50 X 46.58 = 140.45
 GARAGE DIAG: 65.00 X 43.50 = 78.21
 (9 FOOT POURED WALL LOOKOUT BASEMENT)

PROPOSED ELEVATIONS

TOP OF WALL = 914.4
 GARAGE FLOOR = 914.0
 LOWEST OPENING = 908.9
 BASEMENT FLOOR = 905.7
 TOP OF FOOTING = 905.4

TRACT Q, REGISTERED LAND SURVEY NO. 224, Ramsey County, Minnesota.

* BUILDER TO VERIFY HOUSE DIMENSIONS, SEWER DEPTH AND FOUNDATION DEPTH.
 * DRIVEWAYS ARE SHOWN FOR GRAPHIC PURPOSES ONLY. FINAL DRIVEWAY DESIGN AND LOCATION TO BE DETERMINED BY CONTRACTOR.
 * FINISHED GRADE ADJACENT TO HOME SHALL BE 0.5 FEET BELOW TOP OF BLOCK EXCEPT AT DRIVEWAY AND PATIO.

I hereby certify that this plan, survey or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

By: *[Signature]*
 Minnesota License No. 41578

Dated 14th day of September 2021.

BEARING DATUM: Ramsey		SCALE: 1" = 40'	
1	12-23-20	UPDATED HOUSE LOCATION	BCD
2	01-26-21	CLIENT COMMENTS	BCD
3	02-04-21	CLIENT COMMENTS	BCD
4	08-30-21	CLIENT COMMENTS	BCD
5	09-14-21	ADDED TREE REMOVAL PLAN	BCD

E. G. RUD & SONS, INC.
 EST. 1977
Professional Land Surveyors
 6776 Lake Drive NE, Suite 110
 Lino Lakes, MN 55014
 Tel. (651) 361-8200 Fax (651) 361-8701
 www.egrud.com

NEW SINGLE FAMILY RESIDENCE FOR:

THE SCHMIDT FAMILY

3 EASTVIEW LANE
NORTH OAKS, MN 55127

SQUARE FOOTAGE:	
MAIN LEVEL FINISHED:	2,152 s.f.
UPPER LEVEL FINISHED:	2,116 s.f.
TOTAL ABOVE GRADE:	4,268 s.f.
LOWER LEVEL:	2,298 s.f.
TOTAL FINISHED:	6,566 s.f.

DRAWING SHEET INDEX:

- At COVER SHEET / DRAWING INDEX
- A0.1 FOUNDATION PLAN
- A0.2 BASEMENT FLOOR PLAN
- A1 MAIN LEVEL FLOOR PLAN
- A2 SECOND LEVEL FLOOR PLAN
- A3 ROOF PLAN
- A4 FRONT EXTERIOR ELEVATION
- A5 EXTERIOR ELEVATIONS
- A6 WALL SECTIONS
- A7 BUILDING SECTIONS
- A8 BUILDING SECTIONS



RE-ISSUE:
12 - 01 - 21

ISSUE:
11 - 09 - 21

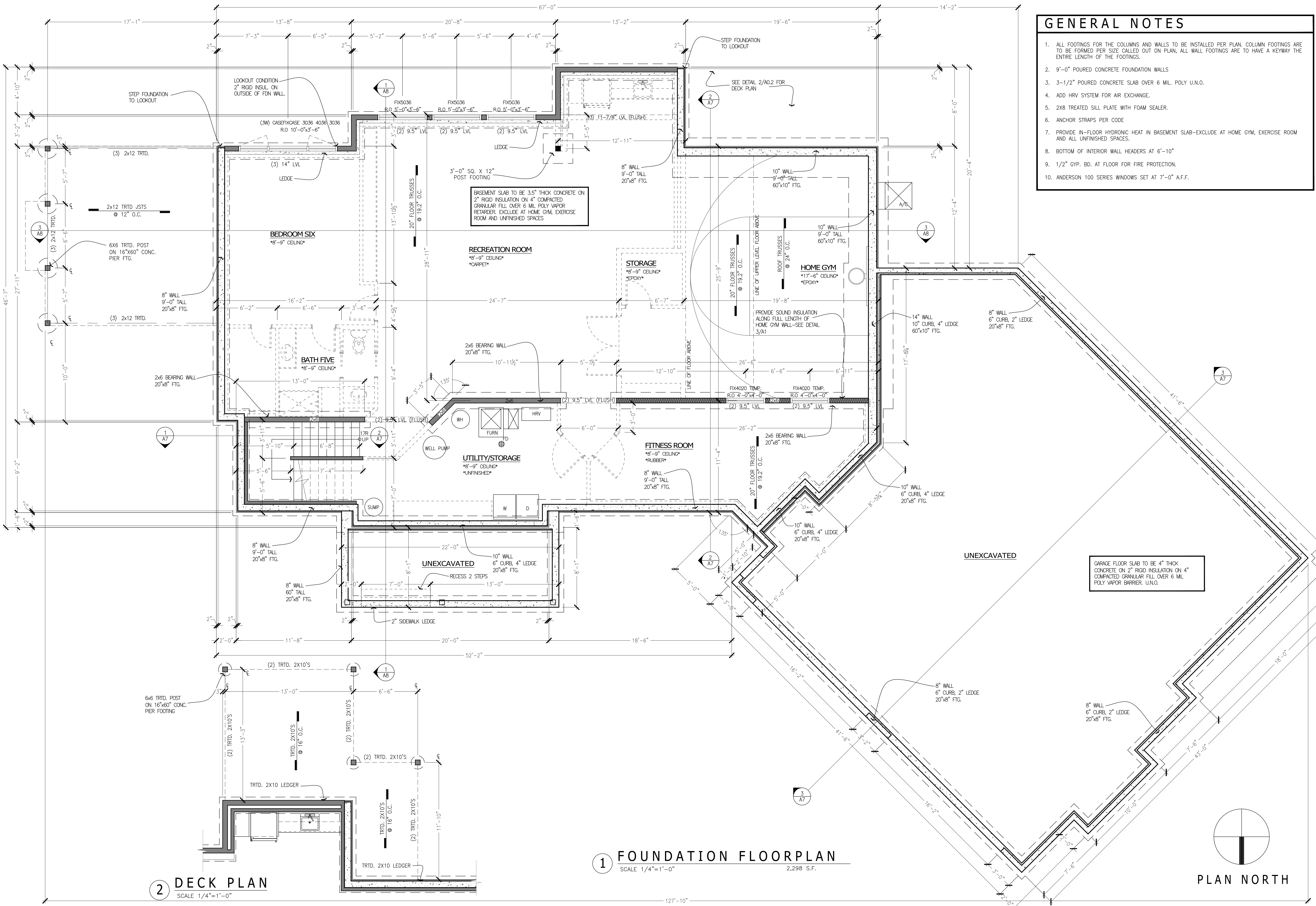
DRAWN BY:
TJG

SCHMIDT RESIDENCE
8 EASTVIEW LANE
NORTH OAKS, MN 55127

Kootenia
homes & remodeling

PROJECT NUMBER
K-2121

SHEET NUMBER
At
TITLE SHEET



- ### GENERAL NOTES
1. ALL FOOTINGS FOR THE COLUMNS AND WALLS TO BE INSTALLED PER PLAN. COLUMN FOOTINGS ARE TO BE FORMED PER SIZE CALLED OUT ON PLAN. ALL WALL FOOTINGS ARE TO HAVE A KEYWAY THE ENTIRE LENGTH OF THE FOOTINGS.
 2. 9'-0" POURED CONCRETE FOUNDATION WALLS
 3. 3-1/2" POURED CONCRETE SLAB OVER 6 MIL. POLY U.N.O.
 4. ADD HRV SYSTEM FOR AIR EXCHANGE.
 5. 2X8 TREATED SILL PLATE WITH FOAM SEALER.
 6. ANCHOR STRAPS PER CODE
 7. PROVIDE IN-FLOOR HYDRONIC HEAT IN BASEMENT SLAB-EXCLUDE AT HOME GYM, EXERCISE ROOM AND ALL UNFINISHED SPACES.
 8. BOTTOM OF INTERIOR WALL HEADERS AT 6'-10"
 9. 1/2" GYP. BD. AT FLOOR FOR FIRE PROTECTION.
 10. ANDERSON 100 SERIES WINDOWS SET AT 7'-0" A.F.F.

BASEMENT SLAB TO BE 3.5" THICK CONCRETE ON 2" RIGID INSULATION ON 4" COMPACTED GRANULAR FILL OVER 6 MIL POLY VAPOR RETARDER. EXCLUDE AT HOME GYM, EXERCISE ROOM AND UNFINISHED SPACES

GARAGE FLOOR SLAB TO BE 4" THICK CONCRETE ON 2" RIGID INSULATION ON 4" COMPACTED GRANULAR FILL OVER 6 MIL POLY VAPOR BARRIER. U.N.O.

1 FOUNDATION FLOOR PLAN
SCALE 1/4"=1'-0" 2,298 S.F.

2 DECK PLAN
SCALE 1/4"=1'-0"



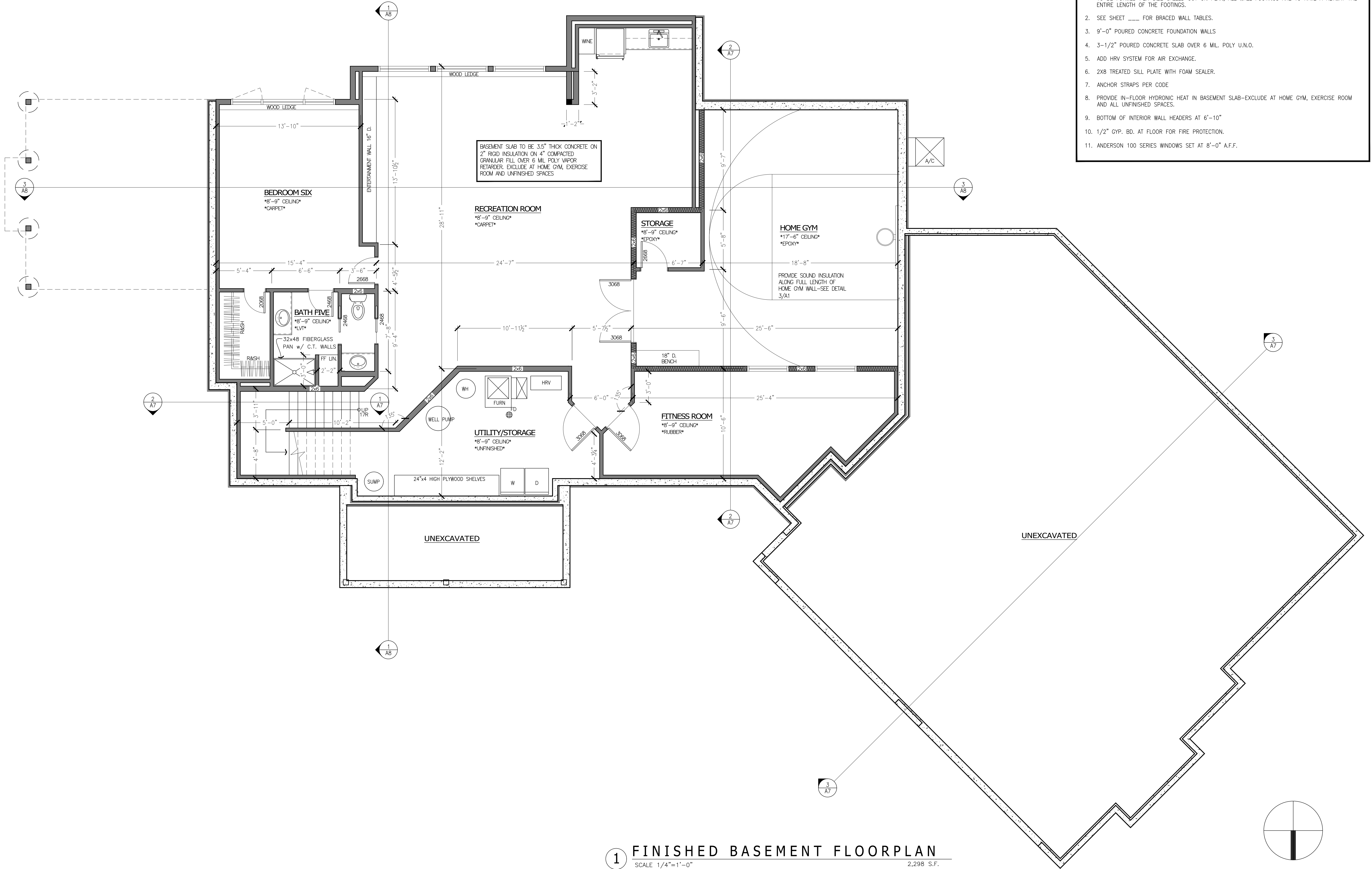
SCHMIDT RESIDENCE
3 EASTVIEW LANE
NORTH OAKS, MN 55127

Kootenia
homes & remodeling

PROJECT NUMBER
K-2121

SHEET NUMBER
A0.1
FOUNDATION PLAN

RE-ISSUE: 12-01-21
ISSUE: 11-09-21
DRAWN BY: TJG



- GENERAL NOTES**
1. ALL FOOTINGS FOR THE COLUMNS AND WALLS TO BE INSTALLED PER PLAN. COLUMN FOOTINGS ARE TO BE FORMED PER SIZE CALLED OUT ON PLAN. ALL WALL FOOTINGS ARE TO HAVE A KEYWAY THE ENTIRE LENGTH OF THE FOOTINGS.
 2. SEE SHEET ____ FOR BRACED WALL TABLES.
 3. 9'-0" POURED CONCRETE FOUNDATION WALLS
 4. 3-1/2" POURED CONCRETE SLAB OVER 6 MIL. POLY U.N.O.
 5. ADD HRV SYSTEM FOR AIR EXCHANGE.
 6. 2X8 TREATED SILL PLATE WITH FOAM SEALER.
 7. ANCHOR STRAPS PER CODE
 8. PROVIDE IN-FLOOR HYDRONIC HEAT IN BASEMENT SLAB-EXCLUDE AT HOME GYM, EXERCISE ROOM AND ALL UNFINISHED SPACES.
 9. BOTTOM OF INTERIOR WALL HEADERS AT 6'-10"
 10. 1/2" GYP. BD. AT FLOOR FOR FIRE PROTECTION.
 11. ANDERSON 100 SERIES WINDOWS SET AT 8'-0" A.F.F.

1 FINISHED BASEMENT FLOORPLAN
SCALE 1/4"=1'-0" 2,298 S.F.



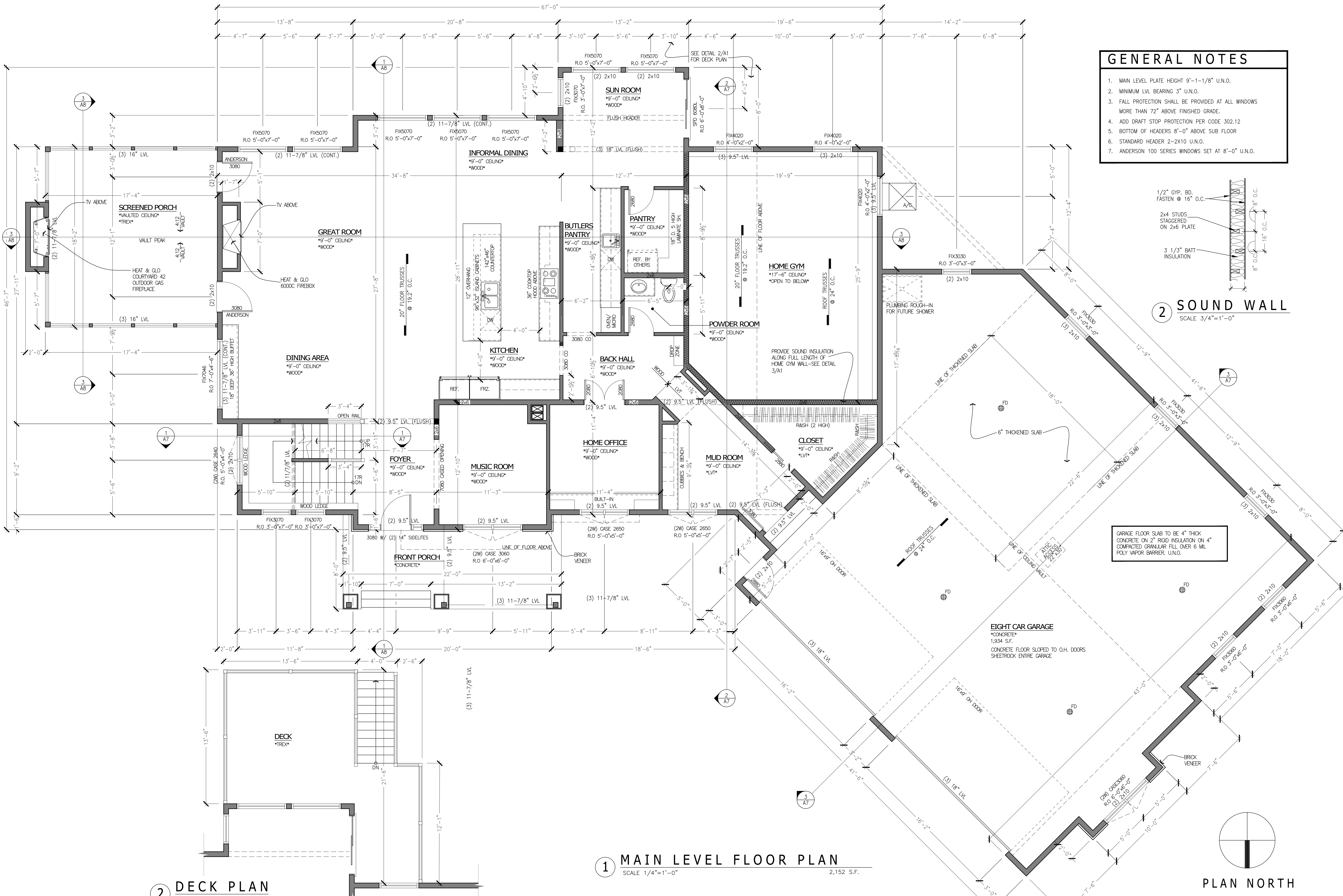
RE-ISSUE: 12-01-21
ISSUE: 11-09-21
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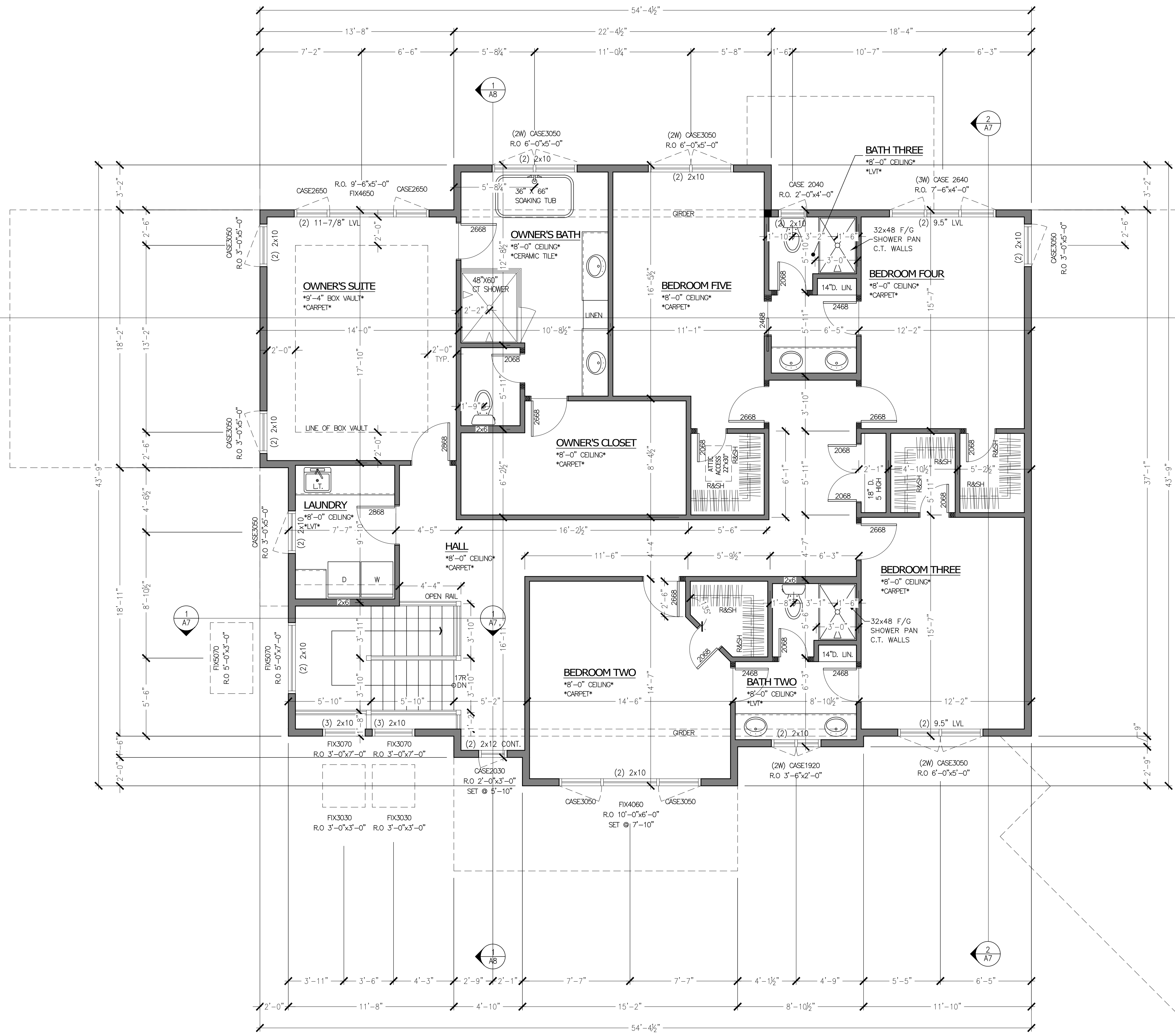
SCHMIDT RESIDENCE
8 EASTVIEW LANE
NORTH OAKS, MN 55127

Kootenia
homes & remodeling

PROJECT NUMBER
K-2121

SHEET NUMBER
A0.2
BASEMENT PLAN





- GENERAL NOTES**
- UPPER LEVEL PLATE HEIGHT 8'-1-1/8" U.N.O.
 - MINIMUM LVL BEARING 3" U.N.O.
 - FALL PROTECTION SHALL BE PROVIDED AT ALL WINDOWS MORE THAN 72" ABOVE FINISHED GRADE.
 - ADD DRAFT STOP PROTECTION PER CODE 302.12
 - BOTTOM OF HEADERS 6'-10" ABOVE SUB FLOOR
 - STANDARD HEADER 2-2X10 U.N.O.
 - ANDERSON 100 SERIES WINDOWS SET AT 6'-10" U.N.O.

1 UPPER LEVEL FLOORPLAN
 SCALE 1/4"=1'-0" 2,116 S.F.



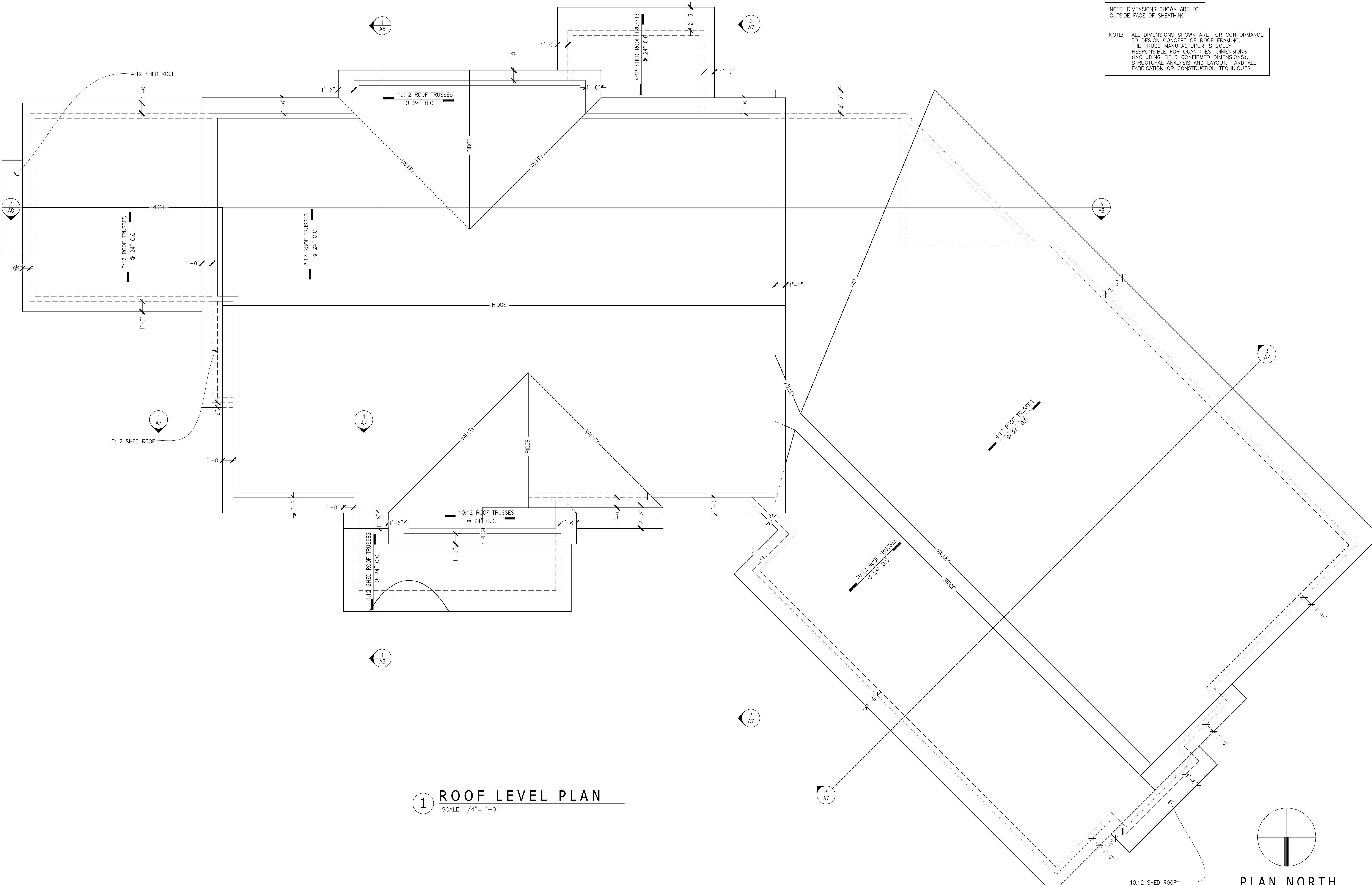
SCHMIDT RESIDENCE
 8 EASTVIEW LANE
 NORTH OAKS, MN 55127

Kootenia
 homes & remodeling

RE-ISSUE: 12-01-21
 ISSUE: 11-09-21
 DRAWN BY: TJG

PROJECT NUMBER
K-2121

SHEET NUMBER
A2
 UPPER LEVEL FLOORPLAN



1 ROOF LEVEL PLAN
SCALE 1/4"=1'-0"

SCHMIDT RESIDENCE
8 EASTVIEW LANE
NORTH OAKS, MN 55127

Kootenia
homes & remodeling

PROJECT NUMBER
K-2121

SHEET NUMBER
A3
ROOF LEVEL PLAN

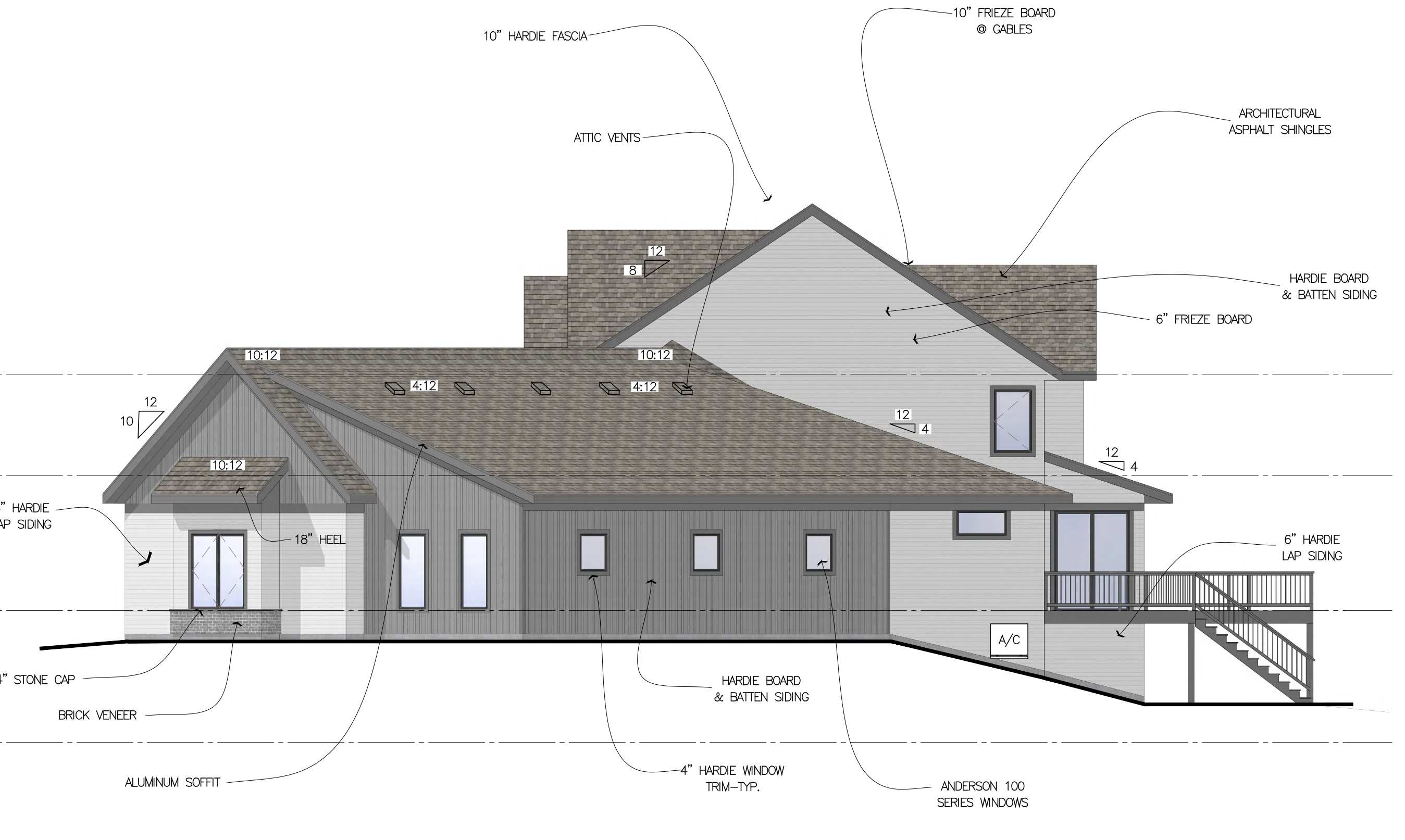
RE-ISSUE: 12 - 01 - 21
ISSUE: 11 - 09 - 21
DRAWN BY: TJG



1 NORTH ELEVATION
SCALE 1/4"=1'-0"



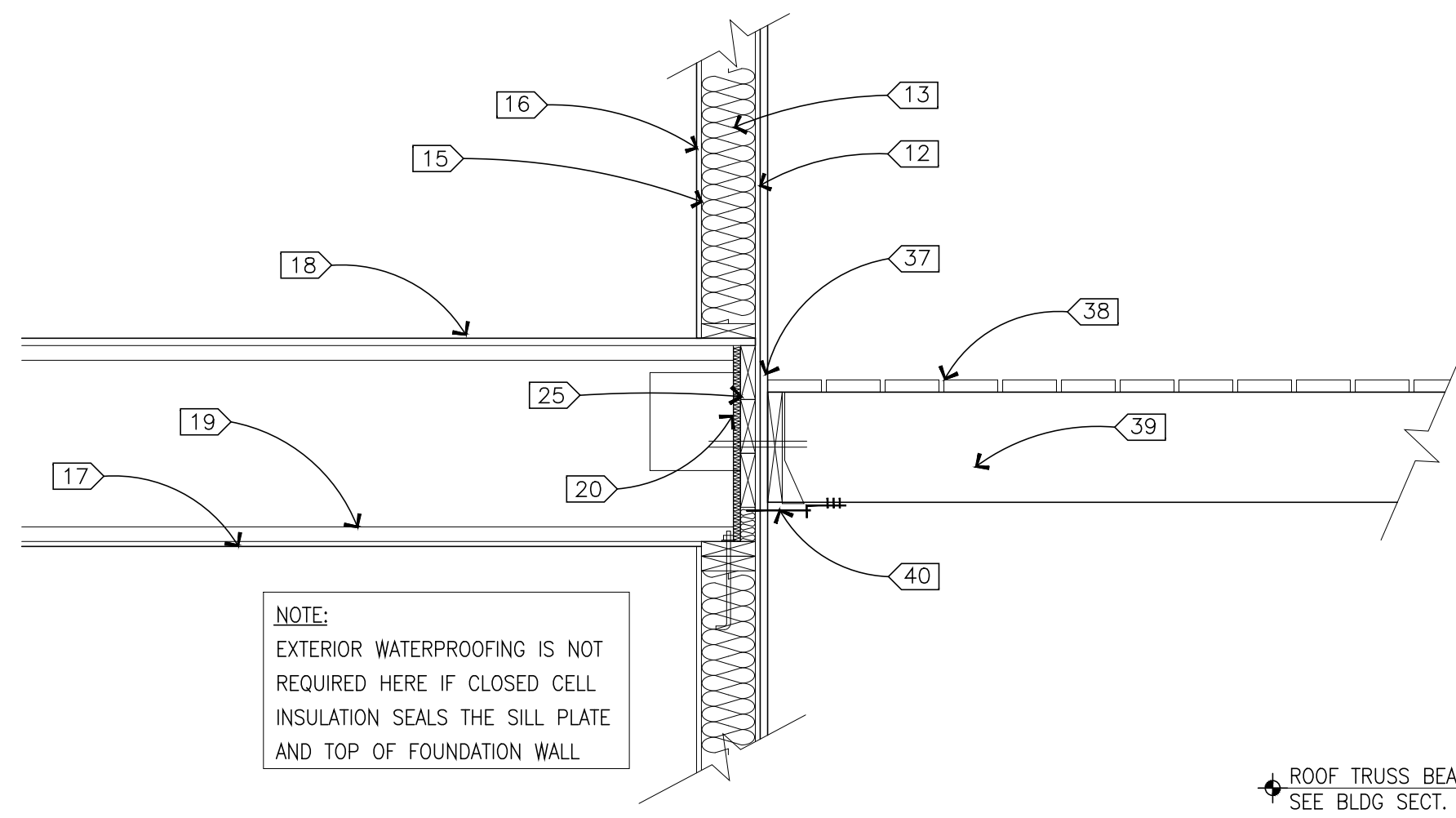
2 EAST ELEVATION
SCALE 1/4"=1'-0"



2 WEST ELEVATION
SCALE 1/4"=1'-0"

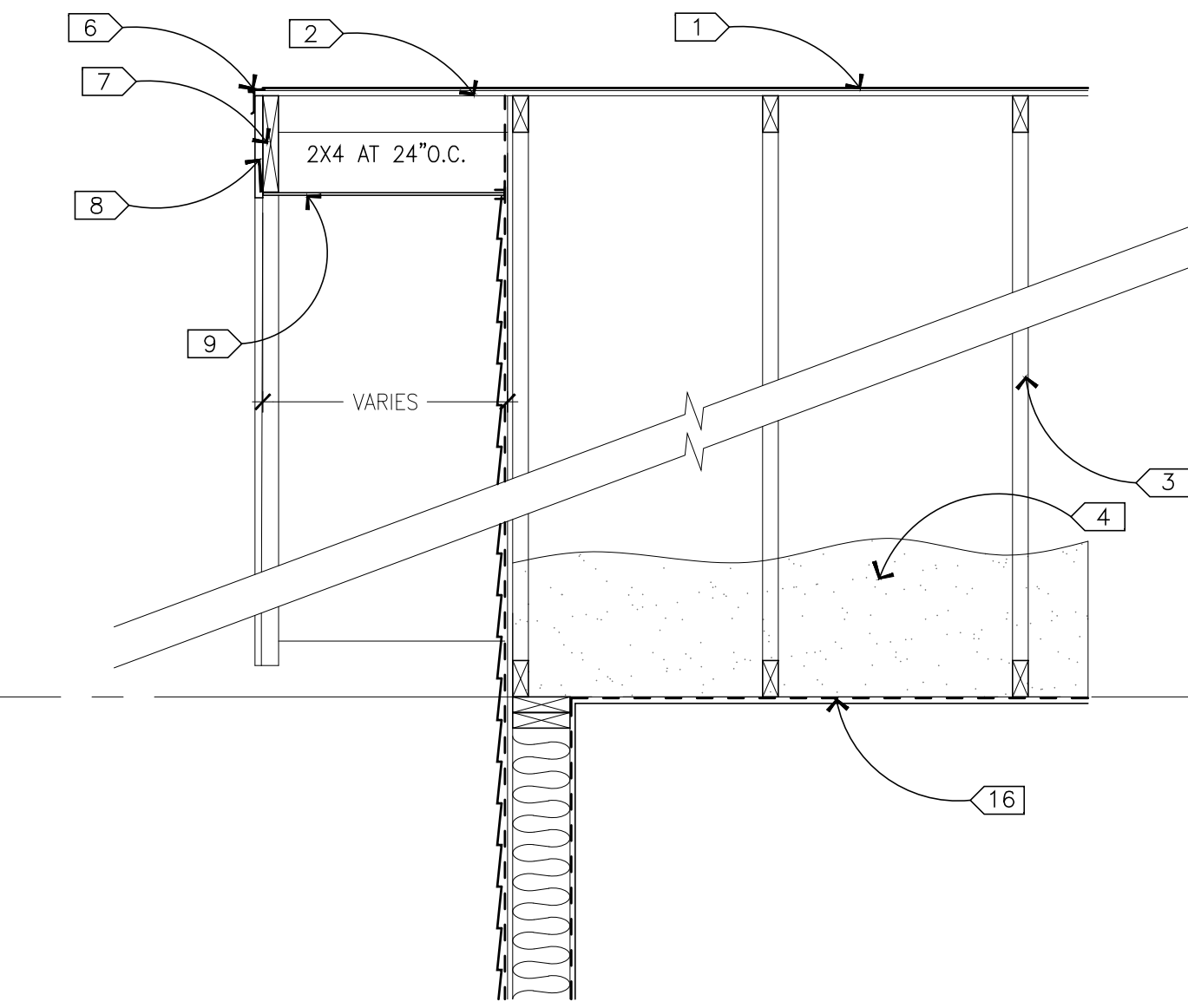


1 SOUTH ELEVATION
SCALE 1/4"=1'-0"

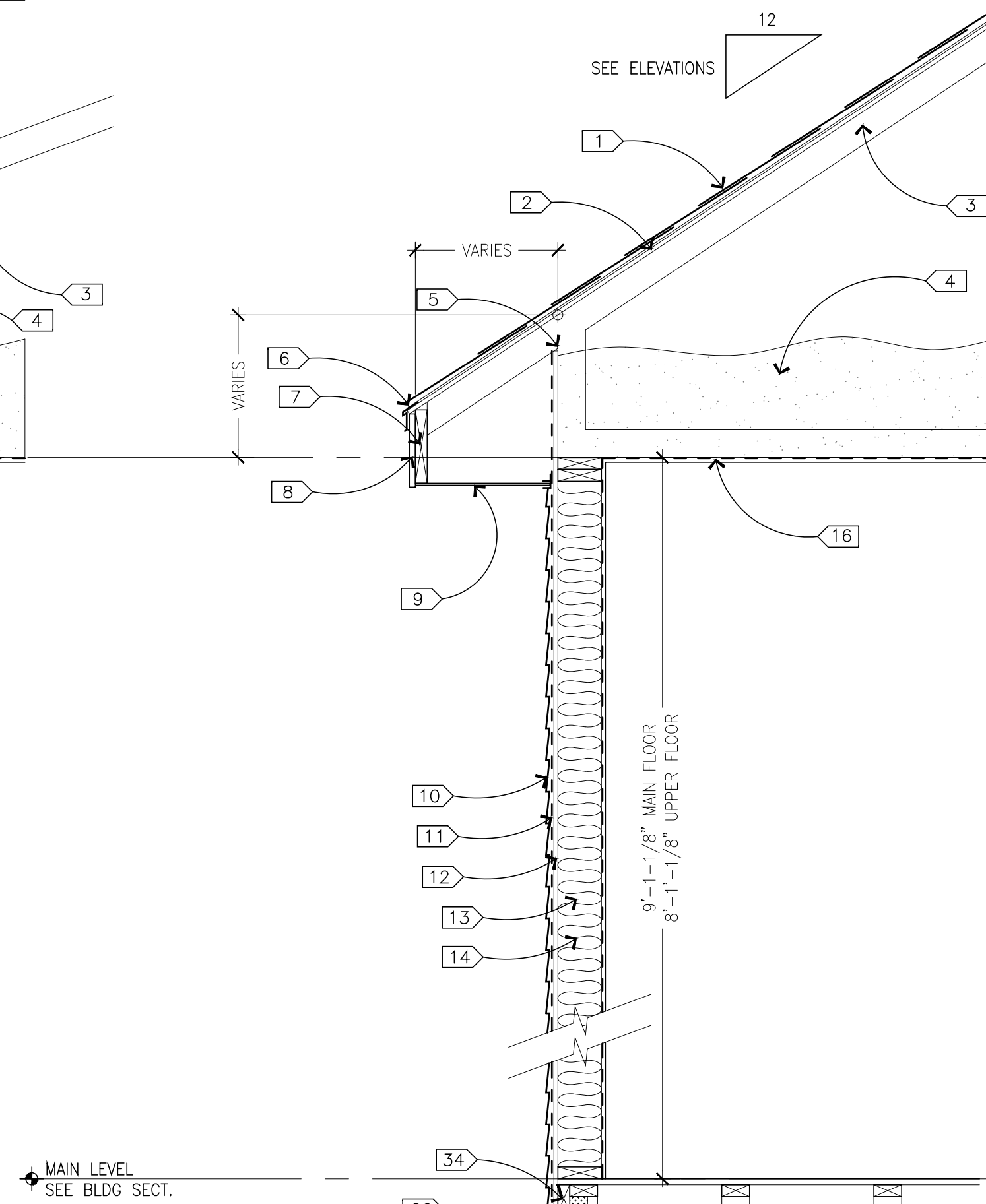


NOTE:
EXTERIOR WATERPROOFING IS NOT
REQUIRED HERE IF CLOSED CELL
INSULATION SEALS THE SILL PLATE
AND TOP OF FOUNDATION WALL

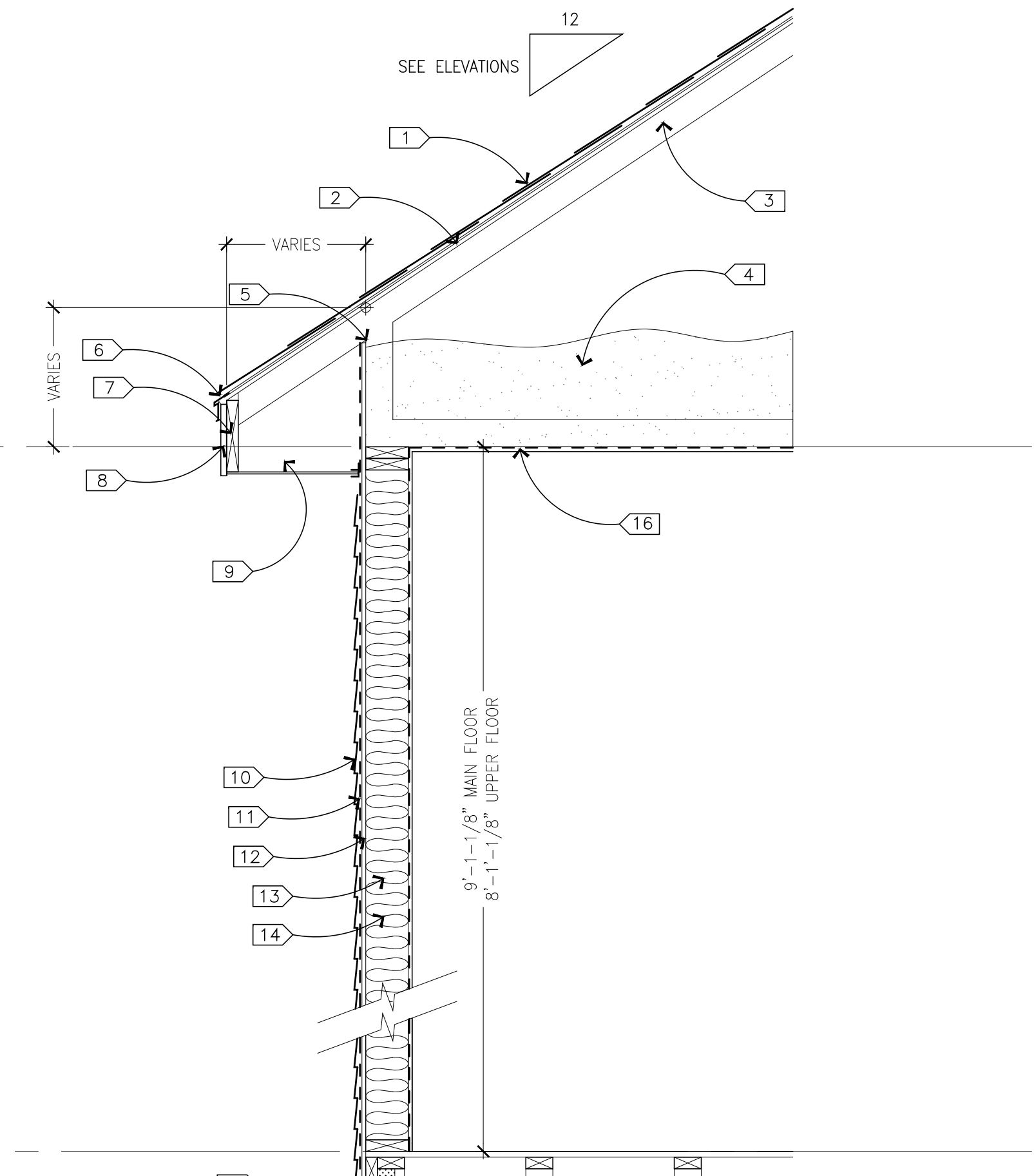
4 TYPICAL DECK ATTACHMENT
SCALE: 3/4"=1'-0"



3 TYPICAL WALL SECTION AT GABLE END
SCALE: 3/4"=1'-0"



2 TYPICAL WALL SECTION AT FULL BASEMENT
SCALE: 3/4"=1'-0"



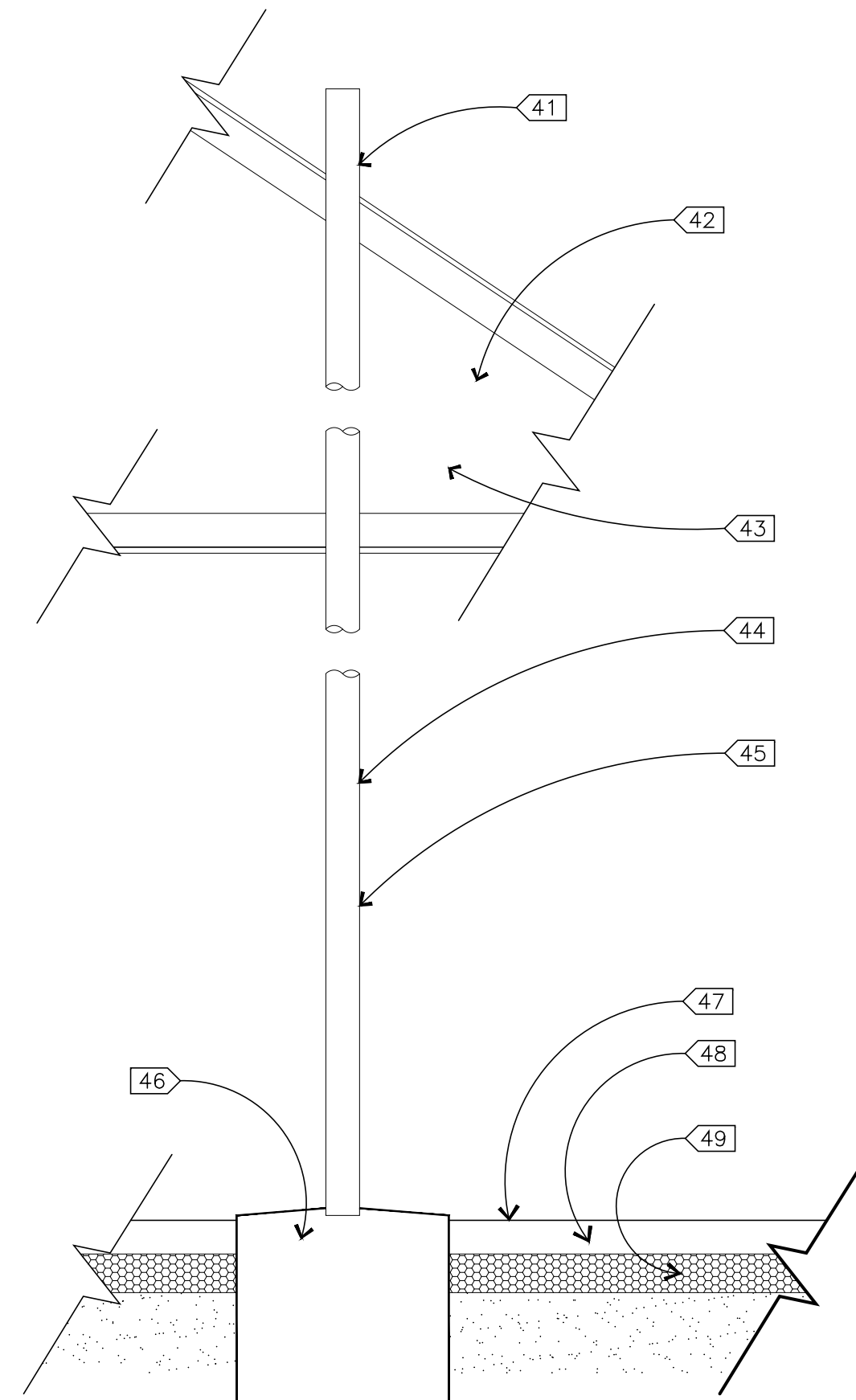
1 TYPICAL WALL SECTION AT LOOKOUT
SCALE: 3/4"=1'-0"

KEYED NOTES

- 1 ASPHALT SHINGLES OVER 15# ROOFING FELT, ICE AND WATER SHIELD AT EAVES, VALLEYS & LOW SLOPES.
- 2 7/16" OSB W/ H-CLIPS
- 3 PRE-ENGINEERED WOOD ROOF TRUSSES AT 24" O.C. SEE PLANS, TRUSS MANUFACTURER TO VERIFY TRUSS DESIGN AND HEEL HEIGHTS
- 4 MINIMUM R-49 BLOWN FIBERGLASS INSULATION.
- 5 EXTEND WALL SHEATHING TO PROVIDE WIND WASH BARRIER.
- 6 PRE-FINISHED ROOF EDGE DRIP.
- 7 2X10 SUB FASCIA.
- 8 10" HARDIE FASCIA
- 9 PRE-FINISHED VENTED ALUMINUM SOFFIT.
- 10 SIDING - SEE ELEVATIONS
- 11 WEATHER RESISTIVE BARRIER - TYVEK. (SHOWN DASHED)
- 12 7/16" OSB SHEATHING.
- 13 2x6 STUDS AT 16" O.C. - DOUBLE STUD EACH SIDE OF OPENINGS, MINIMUM UNLESS NOTED OTHERWISE (U.N.O.).
- 14 R-21 FIBERGLASS BATT INSULATION.
- 15 4 MIL POLY VAPOR RETARDER. (SHOWN DASHED)
- 16 1/2" GYPSUM BOARD
- 17 1/2" GYPSUM BOARD (FIRE PROTECTION)
- 18 3/4" SUB FLOOR
- 19 FLOOR TRUSSES, SEE FRAMING DIRECTION AND DEPTH ON PLAN.
- 20 SPRAY FOAM TO MIN. R-20 VALUE.
- 21 TREATED 2X6 SILL PLATE OVER FOAM SILL SEALER.
- 21b TREATED 2X8 SILL PLATE OVER FOAM SILL SEALER.
- 22 1/2" X 10" ANCHOR BOLTS AT 6'-0" O.C.
- 23 PROVIDE ABOVE GRADE INSULATION PROTECTION EXTENDED MIN. 6" BELOW GRADE.
- 24 2x4 STUDS AT 16" O.C. SET 1/2" FROM FACE OF WALL.
- 25 (3) 2X6
- 26 BACKFILL WALL WITH DRAINAGE FILL BELOW 18" OF CLAY/TOPSOIL SLOPE AWAY FROM WALL.
- 27 2" R-10 RIGID INSULATION FROM TOP OF FOOTING TO BOTTOM OF SIDING. COVER EXPOSED WITH AT GRADE PROTECTION SHEET.
- 28 PERFORATED DUAL DRAIN TILE WITH FILTER FABRIC SET IN 8"x16" CRUSHED DRAINAGE ROCK. PITCH TO SUMP PIT.
- 29 8" POURED CONCRETE WALL 5000 PSI MINIMUM-UNLESS NOTED OTHERWISE
- 30 3.5" CONC. SLAB OVER 6" GRANULAR FILL OVER 6 MIL POLY VAPOR BARRIER.
- 31 2" RIGID INSULATION UNDER SLAB (EXCLUDE AT HOME GYM, FITNESS ROOM AND UNFINISHED SPACES).
- 32 20"x8" CONCRETE FOOTING
- 33 DOWEL VERTICAL WALL REINFORCING TO FOOTING OR USE KEYWAY.
- 34 PROVIDE BLOCKING AT RIM JOIST AS PER TRUSS MANUF.
- 35 2 X 4 KEYWAY
- 36 MEMBRANE WATER PROOFING (SHOWN DASHED) FROM TOP OF CONC. WALL TO BOTTOM OF FOOTING.
- 37 FLASHING AS REQ'D BY CODE
- 38 5/4" DECKING OVER TRTD. JSTS, PER PLAN
- 39 TRTD. DECK RIM W/ LEDGER LOCK W/ 3" MIN. BEARING
- 40 SIMPSON JOIST HANGER "DIT12" W/ 3/8" LAG SCREW W/ 3" MIN. THREAD PENETRATION

KEYED NOTES CONTINUED

- 41 TERMINATE VENT PIPE MIN. 12" ABOVE ROOF AND 10' FROM ANY OPENING
- 42 MIN. 24" WIDE X 36" HIGH CLEARANCE AROUND PIPE FOR FUTURE FAN
- 43 PROVIDE ELECTRICAL OUTLET IN ATTIC FOR FUTURE FAN
- 44 LABEL: * RADON REDUCTION SYSTEM * ON EACH LEVEL
- 45 3" PVC VENT PIPE
- 46 SUMP BASKET WITH SEALED LID
- 47 3/12" CONC. SLAB
- 48 6 MIL POLY-OVERLAP SEAMS 12"
- 49 FIT TIGHTLY AROUND PENETRATIONS
- 50 4" MIN. LAYER OF CLEAN AGGREGATE



5 PASSIVE RADON MITIGATION
SCALE: 3/4"=1'-0"

PLANNING REPORT

TO: North Oaks Planning Commission
FROM: Kevin Kress, City Administrator, Jim Thomson, City Attorney, Tim Korby,
City Engineer, Bob Kirmis, City Planner
DATE: December 21, 2021
RE: 3 Eastview Lane - Conditional Use Permit
Home in excess of 35 feet in height

Date Application Submitted	December 1, 2021
Date Application Determined Complete:	December 1, 2021
Planning Commission Meeting Date:	December 30, 2021
City Council Meeting Date:	January 13, 2022
60-day review Date:	January 30, 2022
120-day Review Date:	March 31, 2022

BACKGROUND

The Schmidt family has requested the approval of a conditional use permit to allow the construction of a new home at 3 Eastview Lane which is in excess of 35 feet.

The subject 1.40-acre site is zoned RSL, Residential Single-Family Low Density. Within RSL Districts, homes in excess of 35 feet are subject to conditional use permit processing.

The applicant wishes to construct a home with side and rear elevations in excess of 35 feet at a total of 40 feet and 2 inches at the highest elevation.

Attached for reference:

Exhibit A: Site Location
Exhibit B: Applicant Narrative
Exhibit C: Grading, Drainage and Erosion Control Plan

Exhibit D: Site Plan

Exhibit E: Building Elevation

ISSUES AND ANALYSIS

Property Description. As shown on the submitted survey, one individual parcel of land is illustrated which is presently unoccupied (going to be demolished) shown as Tract O RLS 224.

City Zoning Ordinance defines building height as “BUILDING HEIGHT. The vertical distance from grade as defined herein to the top ridge of the highest roof surface.” City Zoning Ordinance defines building elevation as “BUILDING ELEVATION. A side view of the building representing the structure as projected geometrically on a vertical plane parallel to its chief dimension.”

Evaluation Criteria. In consideration of conditional use permit applications to allow for a home greater than 35 feet in height, Section 151.050(D)(7) of the Zoning Ordinance states that certain criteria must be considered. Such criteria, as well as a Staff response, is provided below:

- a. The front elevation of the building does not exceed 35 feet in height at any point.***

Staff Comment. The proposed front elevation is 35 feet from grade. This condition has been satisfied.

- b. The building height at any other elevation does not exceed 45 feet.***

Staff Comment. The proposed side and rear elevation maximum is 40 feet 2 inches. This condition has been satisfied

- c. The environmental and topographical conditions of the lot prior to building development are naturally suited to the design of a building with an egress or walkout level***

Staff Comment. Based on our engineering review of the topography and site, the proposed home appears conducive to the site’s natural layout. The City will review all erosion control measures to ensure that the construction project does not adversely affect the surrounding environment. The City Engineer will make periodic site visits during construction to ensure all erosion control measures are fully complied with.

- d. Buildings shall be limited to a basement and 2 full stories. Finished areas within the roof structure will be considered a full story.***

Staff Comment. The proposed home is 2 full stories with a basement. This condition has been satisfied.

- e. Any time the side or rear elevations of a building exceed 35 feet in height within 50 feet of adjacent lot lines, the building shall be setback an additional 2 feet from the adjacent setback line for each foot in height above 35 feet.***

Staff Comment. The proposed side and rear elevation maximum is 40 feet 2 inches. The current home setbacks on the side are 40.32 feet which is well within the requirement. The current rear setback is 50.3, 96.9 and 83.5 feet. This condition has been satisfied

- f. Section 151.083 related to cost responsibility is complied with.***

Staff Comment. This condition has been satisfied.

STAFF RECOMMENDATION

Based on the preceding review, Staff recommends approval of the requested conditional use permit to allow for a home located at 3 Eastview Lane in excess of 35 feet subject to the following conditions:

1. The home shall be constructed in accordance to plan sets received 12-1-21.
2. The proposed home shall meet all required setbacks and other zoning standards prior to the issuance of a building permit.
3. Plans shall be approved by the Building Official prior to the beginning of construction.
4. Any outstanding fees shall be paid prior to the issuance of a building permit.
5. Comments of other City Staff.

PLANNING COMMISSION OPTIONS

In consideration of the conditional use permit application, the Planning Commission has the following options:



p 651-792-7750
f 651-792-7751



northoaks@northoaksmn.gov
www.northoaksmn.gov



100 Village Center Drive, Suite 230
North Oaks, MN 55127

A) Recommend approval, with conditions, based on the applicant's submission, the contents of this report, public testimony and other evidence available to the Planning Commission.

- This option should be utilized if the Planning Commission finds the proposal adheres to all City Code requirements or will do so with conditions.
- Approval at this time means that, upon City Council approval, the applicant can construct the home, as proposed, subject to the satisfaction of all imposed conditions.

B) Recommend denial based on the applicant's submission, the contents of City Staff report, received public testimony and other evidence available to the Planning Commission.

- This option should only be utilized if the Planning Commission can specifically identify one or more provisions of City Code that are not being met by the conditional use permit proposal.

C) Table the request for further study.

- This option should be utilized if the Planning Commission feels the proposal is appropriate and should move forward, but that certain design aspects need to be amended and brought back before a recommendation for approval can be given.

cc: Schmidt Family, Home Owner
Gretchen Needham, NOHOA



p 651-792-7750
f 651-792-7751



northoaks@northoaksmn.gov
www.northoaksmn.gov



100 Village Center Drive, Suite 230
North Oaks, MN 55127

**CITY OF NORTH OAKS
RAMSEY COUNTY, MINNESOTA
RESOLUTION NO. XXXX**

**RESOLUTION APPROVING A CONDITIONAL USE PERMIT TO
CONSTRUCT A HOME IN EXCESS OF 35 FEET IN HEIGHT FOR PROPERTY
ADDRESS 3 EASTVIEW LANE**

WHEREAS, an application for a Conditional Use Permit has been submitted by the Schmidt Family, the owner of the real property described below, to allow for the construction of a home in excess of 35 feet in height on real property located at 3 Eastview Lane, North Oaks, Ramsey County, Minnesota, legal described on the attached **EXHIBIT A**; and

WHEREAS, a Conditional Use Permit is required for a home in excess of 35 feet in height; and

WHEREAS, the request has been reviewed against the relevant requirements of North Oaks Zoning Ordinance Sections 151.050 and 151.076, regarding the criteria for issuance of a Conditional Use Permit, and meets the minimum standards, is consistent with the Comprehensive Plan, is in conformance with the Zoning Ordinance, and does not have a negative impact on public health, safety, or welfare; and

WHEREAS, a public hearing concerning the Conditional Use Permit was held before the North Oaks Planning Commission in accordance with Minnesota Statutes, Section 462.357, subd. 3, on December 30, 2021, at which hearing the Planning Commission voted unanimously to recommend approval of the Conditional Use Permit application, subject to certain conditions.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH OAKS, that a Conditional Use Permit to allow for a home in excess of 35 feet in height, is approved subject to the following conditions:

1. The home shall be constructed in accordance to plan sets received 12-1-21.
2. The proposed home shall meet all required setbacks and other zoning standards prior to the issuance of a building permit.
3. Plans shall be approved by the Building Official prior to the beginning of construction.
4. Any outstanding fees shall be paid prior to the issuance of a building permit.

BE IT FURTHER RESOLVED that the City Clerk, Deputy City Clerk, or City Attorney are hereby authorized and directed to record a certified copy of this Resolution with the Ramsey County Registrar of Titles.

Adopted by the City Council of the City of North Oaks this 13th day of January, 2022.

By: _____

Kara Ries

Its: Mayor

Attested:

By: _____

Kevin Kress

Its: City Administrator

EXHIBIT A
LEGAL DESCRIPTION OF PROPERTY

Real property located in Ramsey County, Minnesota legally described as follows:

Tract A, Registered Land Survey No. 152, Ramsey County, Minnesota.

PID: 183022220005

Torrens Property



City of North Oaks

2022 Holiday Schedule

December 31, 2021	—	New Year's Day (recognized)
January 17	—	Martin Luther King Day
February 21	—	President's Day
May 30	—	Memorial Day
July 4	—	Independence Day Observed
September 5	—	Labor Day
October 10	—	Columbus Day
November 11	—	Veteran's Day
November 24, 25	—	Thanksgiving
December 23, 26	—	Christmas
December 31st	—	New Year's Eve (Saturday)



**RESOLUTION NUMBER XXXX
ADOPTING THE 2040 COMPREHENSIVE PLAN**

WHEREAS, Minnesota Statutes section 473.864 requires each local governmental unit to review and, if necessary, amend its entire comprehensive plan and its fiscal devices and official controls at least once every ten years to ensure its comprehensive plan conforms to metropolitan system plans and ensure its fiscal devices and official controls do not conflict with the comprehensive plan or permit activities that conflict with metropolitan system plans; and

WHEREAS, Minnesota Statutes sections 473.858 and 473.864 require local governmental units to complete their “decennial” reviews by December 31, 2018; and

WHEREAS, the proposed 2040 Comprehensive Plan is a planning tool intended to guide the future growth and development of North Oaks in a manner that conforms with metropolitan system plans of transportation, aviation, water resources management, and park; and complies with the Metropolitan Land Planning Act and other applicable planning statutes; and

WHEREAS, the proposed 2040 Comprehensive Plan reflects a community planning process involving elected officials, appointed officials, city staff, and the public at large; and

WHEREAS, pursuant to Minnesota Statutes section 473.858, the proposed 2040 Comprehensive Plan was submitted to adjacent governmental units and affected special districts and school districts for review and comment on February 24, 2018 and the statutory six-month review and comment period has elapsed; and

WHEREAS, the Planning Commission conducted public hearings on the proposed 2040 Comprehensive Plan on October 26, 2017, November 30, 2017, September 27, 2018, November 7, 2018, and February 28, 2019; and

WHEREAS, the Planning Commission considered the proposed 2040 Comprehensive Plan and all public comments, and thereafter submitted a recommendation of approval to the Council; and

WHEREAS, the City Council of North Oaks approved Resolution 1422 authorizing the proposed 2040 Comprehensive Plan to be submitted to the Metropolitan Council for review; and



WHEREAS, at its regular meeting on December 22, 2021 the Metropolitan Council completed its review of the proposed 2040 Comprehensive Plan and found that the Plan meets the requirements of the Metropolitan Land Planning Act; conforms to the metropolitan system plans for transportation, aviation, water resources, and parks; is consistent with *Thrive MSP 2040*; and is compatible with the plans of adjacent jurisdictions and affected special districts and school districts; and

WHEREAS, the 2040 Comprehensive Plan includes all revisions made during the review process and responds to additional advisory comments that are part of the Metropolitan Council’s actions authorizing the City of North Oaks to place its proposed 2040 Comprehensive Plan into effect.

NOW, THEREFORE, BE IT RESOLVED, that the City of North Oaks 2040 Comprehensive Plan is adopted and is effective as of the date of this resolution.

BE IT FURTHER RESOLVED that, pursuant to sections 473.864 and 473.865 of the Metropolitan Land Planning Act, the City of North Oaks will: (1) review its fiscal devices and official controls; (2) if necessary, amend its fiscal devices and official controls to ensure they do not conflict with the 2040 Comprehensive Plan or permit activity in conflict with metropolitan system plans; and (3) submit amendments to fiscal devices or official controls to the Metropolitan Council for “information purposes.”

PASSED BY THE COUNCIL of the City of North Oaks this 13th day of January, 2022.

APPROVED:

Kara Ries, Mayor

ATTEST:

Kevin Kress
City Administrator

December 23, 2021

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

RE: **City of North Oaks 2040 Comprehensive Plan - Notice of Council Action**
Metropolitan Council Review File No. 21796-1
Metropolitan Council District 10

Dear Kevin Kress:

The Metropolitan Council reviewed the City of North Oaks Comprehensive Plan (Plan) at its meeting on December 22, 2021. The Council based its review on the staff's report and analysis (attached).

The Council found that the City's 2040 Plan meets all Metropolitan Land Planning Act requirements; conforms to the regional system plans including transportation, aviation, water resources management, and parks; is consistent with *Thrive MSP 2040*; and is compatible with the plans of adjacent jurisdictions.

In addition to the Advisory Comments and Review Record, the Council adopted the following recommendations.

Recommendations of the Community Development Committee

1. Authorize the City of North Oaks to place its 2040 Comprehensive Plan into effect.
2. Revise the Community Designation for the Suburban portion of the City to Emerging Suburban Edge.
3. Revise the City's forecasts upward as shown in Tables 1 and 2 of the attached Review Record.
4. Revise the City's affordable housing need allocation for 2021-2030 to 68 units.
5. Advise the City to:
 - a. Correct the affordable housing need allocation in final Plan that is adopted by the City.
 - b. Incorporate the revised Local Water Management Plan (LWMP) into the final Plan that is adopted by the City.
 - c. As part of final Plan submittal, provide the Council the date that the Vadnais Lake Area Watershed Management Organization approved the local water management plan, and the date the City adopted the final local water management plan.
6. Advise the City that:
 - a. The Plan is inconsistent with Council housing policy for land supply and, therefore, the City will be unable to enroll in Livable Communities Act programs.
 - b. Council staff are available to discuss potential changes to guiding land use and density changes needed to address Council housing policy inconsistencies.

Recommendation of the Environment Committee

1. Approve the City of North Oaks' Comprehensive Sewer Plan.

2. Advise the City to:
 - a. Adopt local controls prohibiting the discharge of groundwater and stormwater into the sanitary sewer system and submit a copy of said ordinance to the Council as an amendment to its Comprehensive Sewer Plan.
 - b. Take any needed future steps to mitigate excess I/I following a Council-led planning effort in 2022 or 2023 to monitor City wastewater flow for excess I/I.

Please consult the attached staff report for important information about the City's next steps. Of particular importance are the Council's actions, listed on page 1, general Advisory Comments listed on page 3, and the specific comments for technical review areas, which are found in the body of the report. The final copy of the Plan needs to include all supplemental information/changes made during the review.

Congratulations on completing this important project. It was a pleasure to work with the City's staff and consultants throughout the review process.

Sincerely,



Angela R. Torres, AICP, Manager
Local Planning Assistance

Attachment

cc: Tod Sherman, Development Reviews Coordinator, MnDOT Metro Division
Peter Lindstrom, Metropolitan Council, District 10
Eric Wojchik, AICP, Sector Representative
Michael Larson, AICP, Principal Reviewer
Reviews Coordinator

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INVESTMENT POLICY

I. Purpose

The purpose of this policy is to establish the City's investment objectives and establish specific guidelines that the City of North Oaks will use in the investment of City funds. It will be the responsibility of the Administrator and the Deputy Clerk to invest City funds in order to maintain a market rate of return while preserving and protecting the capital of the overall portfolio. Investments will be made, based on statutory constraints, in safe, low risk instruments.

II. Scope

This policy applies to the investment of all funds, excluding the investment of employees' retirement funds. Cash balances of the City's funds are combined (pooled) and invested to the extent available in various investments as authorized by Minnesota statutes. Each fund's portion of this pool is displayed on the financial statements as "cash and investments." Investment interest is periodically allocated to each fund based on the fund's cash and investment balance.

III. Investment objectives

1. Safety of principal

Safety of principal is the foremost objective of the investment policy. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to mitigate custodial credit risk, concentration of credit risk, and interest rate risk.

Custodial credit risk on deposits is the risk of loss in the event of a bank failure. The City will minimize custodial credit risk on deposits by obtaining pledged collateral for all deposits not insured by the FDIC and by obtaining necessary documentation to show compliance with state law and a perfected security interest under federal law.

Custodial credit risk on investments is the risk of loss associated with failure of a counterparty (broker). The City will eliminate custodial credit risk on investments by permitting brokers that obtain investments for the City to hold them only to the extent that there is SIPC and excess SIPC coverage available.

Concentration of credit risk occurs when the government fails to adequately diversify investments. An investment portfolio must be diversified by individual financial institution, government agency, and issuer. Issuer refers to the underlying investments themselves, not the investment company manager or pool sponsor in the case of mutual funds and pooling arrangements such as the 4M Funds. Concentration of credit risk does not apply to investments which are explicitly guaranteed by the U.S. government or to

nonnegotiable certificates of deposit (bank CDs). The **City** will minimize concentration of credit risk by diversifying investments.

a. Interest rate risk is the risk that the market value of securities in the portfolio will fall due to changes in market interest rates. The City will minimize interest rate risk by structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity.

Before any broker obtains investments on behalf of the Township, and annually thereafter, the City will provide to the broker a copy of the City's investment policy, and the broker will provide to the City a signed broker certification form. This certification is the broker's acknowledgment of receiving the City's investment policy, and agreement that the broker will handle the City's funds in accordance with the policy.

2. Liquidity

The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. The portfolio, as much as possible, will contain both short-term and long-term investments. The City will attempt to match its investments with anticipated cash flow requirements. Extended maturities may be utilized to take advantage of higher yields; however, no more than twenty percent of the total investments should extend beyond five years and in no circumstances should any extend beyond ten years.

3. Yield

The investment portfolio shall be designed with the objective of attaining a market rate of return; however, rate of return is of secondary importance compared to the safety and liquidity objectives described above.

4. Local considerations

Where possible, funds will be invested for the betterment of the local economy or that of local entities.

IV. Standards of Care

1. Prudence

The standard of prudence to be used by investment officials shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and this investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and the liquidity and the sale of securities are carried out in accordance with the terms of this policy.

The "prudent person" standard states that, "Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but

for investment, considering the probable safety of their capital as well as the probable income to be derived.”

2. Ethics and Conflicts of Interest

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Employees and investment officials shall disclose any material interests in financial institutions with which they conduct business. They shall further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Employees and officers shall refrain from undertaking personal investment transactions with the same individuals with whom business is conducted on behalf of the City.

V. Authorized Investments

The City of North Oaks will invest only in the following vehicles allowed by Minnesota Statutes, Section 118A including:

1. Federal securities such as Treasury bills, notes and bonds, as well as bonds and notes issued by U.S. Government agencies such as the Small Business Administration or GNMA, or by U.S. Government instrumentalities such as FNMA, Federal Home Loan Bank, Federal Farm Credit Bank, or FHLMC (Freddie Mac).
2. Certificates of deposit which are insured by the Federal Deposit Insurance Corporation or otherwise adequately collateralized by the investment institution.
3. Money market funds and government investment pools (such as the 4M Funds) whose portfolios consist of investments allowed by Minnesota Statutes.
4. Interest bearing checking and savings accounts.

VI. Internal Controls and Reporting

1. Internal Control

The Administrator and Deputy Clerk are responsible for establishing and maintaining a system of internal controls, which shall be documented in writing and reviewed periodically. The controls shall be designed to prevent the loss of City funds arising from fraud, employee error, misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by employees and officers of the City of North Oaks.

2. Reporting

The Deputy Clerk shall prepare an investment report for City Council on a quarterly basis. The report shall include the following:

- a. An itemized list of the current investments with cost, interest rate, and maturity date

- b. Market value, unrealized gain/loss, and accrued interest as of the end of the quarter
- c. Interest earned, realized gains or losses, and transactions for the quarter
- d. Other information as requested by the Administrator or City Council

Adopted by the City Council of the City of North Oaks this 13th day of January, 2022.

Kara Ries, Mayor

Kevin Kress, Administrator

ELECTRONIC FUNDS TRANSFER POLICY

I. Purpose

The purpose of this policy is to set forth the circumstances in which The City of North Oaks may make electronic funds transfers.

II. Policy

It is the policy of The City of North Oaks to abide by Minnesota Statute § 471.38 when making an electronic funds transfer.

III. Transfers Allowed for Certain Purposes

The City of North Oaks may make an electronic funds transfer for the following:

1. For a claim for a payment from an imprest payroll bank account or investment of excess money;
2. For a payment of tax or aid anticipation certificates;
3. For a payment of contributions to pension or retirement funds; and
4. For vendor payments;
5. For payment of bond principal, bond interest, and a fiscal agent service charge from the debt redemption fund.

IV. Policy Controls

The City of North Oaks will only make payments via electronic funds if the following policy controls are met:

1. The City Council must annually delegate the authority to make electronic fund transfers to a designated business administrator or the administrator's designee;
2. The disbursing bank must keep on file a certified copy of the delegation of authority;
3. The initiator of the electronic transfer must be identified;

4. The initiator must document the request and obtain an approval from the City Administrator or their designee before initiating the transfer;
5. A written confirmation of the transaction within one business day
6. A list of all transactions made by electronic funds transfer must be submitted to the City Council at the next regular meeting after the transaction.

V. Delegation of Authority

The Deputy Clerk of the City is designated as the business administrator of the City and is responsible for electronic funds transfers and activities under the direction of this policy. The Finance Manager may delegate certain duties to appropriate staff, but shall remain responsible for the operation of the transfer program.

**NORTH OAKS
AGREEMENT FOR RECYCLING PROCESSING**

This Agreement is made and entered into by and between the City of North Oaks, Minnesota, "City" and Eureka Recycling, "Contractor", a Minnesota Corporation, with its principal place of business at 2828 Kennedy Street Northeast, Minneapolis, Minnesota 55413.

WHEREAS, the City supports curbside collection of recycling materials and desires that it be made available to its residents; and

WHEREAS, the City will contract separately with a Hauler to collect residential recycling and deliver the materials to Eureka Recycling according to the specifications listed below; and

WHEREAS, the Contractor has requested a proposal for processing and marketing of recycling materials to the City; and

WHEREAS, the City desires the Contractor to process and market Recyclable Material collected (by another Hauler) throughout the City's municipal limits and delivered to Eureka Recycling, in accordance with the terms of this Agreement;

NOW, THEREFORE, in consideration of the mutual promises set forth below, the parties agree as follows:

I. Definitions

1. Recyclable Material: means Newspaper, Junk Mail, Office Paper, Boxboard, Cardboard – Including Pizza Poxes (delivery style, not frozen food), Pop & Beer Boxes, Hardback and Paperback Books, Aluminum Cans, Aluminum Foil and Trays, Aerosol Cans, Steel cans, Cardboard Food Cans, Glass bottles, Plastic Bottles with a neck, marked with #1 (PET) or #2 (HDPE), Plastic food and beverage containers that are #1, #2, and #5, such as plastic tubs for yogurt and cottage cheese, and transparent deli to-go containers, including tubs and clamshells. Milk Cartons and Juice Boxes. The City encourages the Contractor to explore markets for additional types of recyclable material. Materials may be added to this list by mutual written agreement between the City and the Contractor.

2. Wet Strength Cardboard: coated boxboard typically used for beer, pop and water container boxes, also called carrier stock. No boxboard containers used for food product storage in refrigerators or freezers are included.
3. Commodity: An individual category of recyclable material as detailed in definition 1. Recyclable Material.
4. Hauler: The City shall designate the Hauler for collection of recyclable material.
5. Non-Recyclable Material: Certain solid waste materials that may be deposited by residents in the recycling carts but which are not listed and targeted by the City for collection. Examples of Non-Recyclable Materials include (but are not limited to): food - soiled paper, plate glass, ceramic glass, film plastic, plastic items made from resin types #3 and #6.

II. Material Delivery Specifications

Material shall be clean and free of non-recyclable material including hazardous material, excluded material, and plastic bags. City vendor for collection of recycling shall deliver material and follow Contractors' Scale Policies (Attachment A)

Personnel Requirements: Contractor shall retain sufficient personnel and equipment to fulfill the requirements and specifications of this Agreement. Contractor's personnel will be trained both in program operations and in customer service and insure that all personnel maintain a positive attitude with the public and in the work place.

Weighing of Loads and Reporting Requirements: Contractor will track the total tons collected. Weight records shall be maintained on file by Contractor for at least three years in the event of an audit by the City or County.

V. Materials Processing and Marketing

1. Processing Facility: Hauler shall deliver all Recyclable Material collected in City to the Eureka Recycling's Materials Processing Facility (MRF) at 2828 Kennedy Street NE, Minneapolis, Minnesota.

The Contractor shall ensure that adequate recyclable material processing capacity will be provided at the MRF for City material collected. The Contractor shall provide written notice to the City at least 30 days in advance of any substantial change in these or subsequent plans for receiving and processing Recyclable Material collected from the City.

2. Lack of Adequate Market Demand: If the Contractor determines that there is no market for a particular recyclable or that the market has become economically unfeasible, the Contractor shall immediately give written notice to the City. Said notice shall include information demonstrating the effort the Contractor has made to find market sources, and the financial information justifying the conclusion that the market is economically unfeasible. Upon receipt of said notice, the Contractor and the City shall have 30 days to attempt to find a feasible market. During this period the Contractor shall continue to accept the particular recyclable.

If the Contractor or the City is not able to find a market within 30 days, the City has the option to:

- a) Require the Contractor to continue to accept the particular recyclable. In such case, the City would pay the Contractor, as additional compensation, the per ton tipping fee and hauling fee for disposal. The Contractor is required to keep accurate records of said fees and provide the City receipts of payment.
 - b) Notify the Contractor to cease accepting the particular recyclable until a feasible market is located, either by the Contractor or by the City.
3. Performance Monitoring: The City shall have the right, during the term of this Contract, to monitor the performance of the Contractor against goals and performance standards in the contract.
 4. The City shall have the right, during the term of the Contract, to have a representative on Contractor's premises to monitor the operation of the Contract. Such representative shall provide reasonable notice to the Contractor, only be allowed on Contractor's premises during

normal business hours and follow all the Contractor's safety procedures.

5. Exclusive Recycling Contractor: The City agrees that all recyclable material collected from North Oaks Residents, Drop-off facilities or City buildings will be delivered exclusively to the Contractor throughout the duration of this contract. In addition, the Contractor shall have first rights of refusal to any additional recycling materials generated through future City sponsored recycling initiatives during the term of this contract.
6. Estimating materials composition: The Contractor shall conduct at least one materials composition analysis of the City's material each year to estimate the relative amount by weight of each recyclable commodity by grade. The results of this analysis shall include: (1) percent by weight of each recyclable commodity by grade as collected from the City; (2) relative change compared to the previous year's composition; and (3) a description of the methodology used to calculate the composition, including number of samples, and dates weighed. The Contractor shall provide the City with a copy of each such analysis upon request.
7. Estimating Process Residuals: The Contractor shall provide the City a written description of the means to estimate process residuals derived from the City's material. This written description shall be reviewed and approved in writing by the City. This written description shall be updated by the Contractor immediately after any significant changes to the processing facilities used by the Contractor.

VI. Compensation

1. Revenue Sharing: Contractor shall, each quarter, pay the City 100% of the net revenue from the sale of Recyclable Material. Net revenue will be calculated by multiplying the tons of individual material collected by the agreed upon indices, minus the processing fee of \$90 per ton for all Recyclable Material processed.

Each month the Contractor shall calculate the revenue share for all commodities. Those calculations shall be included as part of the Contractor's report to the City. Contractor shall use the following indices in determining the revenue sharing formula:

Commodity Type	Index
Sorted Residential Paper and News	PPW/OBM - Sorted Residential #56 High side Chicago
Cardboard	PPW/OBM - OCC #11 High side Chicago
Mixed Paper	PPW/OBM -Mix Paper #54 High side Chicago
Aluminum Cans	Recycling Markets.net - Chicago/Midwest Regional Low - Last Day of Month
Steel Cans	Recycling Markets.net - Chicago/Midwest Regional Low - Last Day of Month
HDPE NAT	Recycling Markets.net - Chicago/Midwest Regional Low - Last Day of Month
HDPE CoI	Recycling Markets.net - Chicago/Midwest Regional Low - Last Day of Month
PET	Recycling Markets.net - Chicago/Midwest Regional Low - Last Day of Month
Tubs and Lids	Recycling Markets.net - Chicago/Midwest Regional Low - Last Day of Month
Mix Glass	Recycling Markets.net - Chicago/Midwest Regional Low - Last Day of Month + Transportation
Milk Cartons/Juice Boxes	Recycling Markets.net - Chicago/Midwest Regional Low - Last Day of Month
Residual: Scrap Metal	\$150 per Ton
Residual: Other	HERC + Transportation

The processing fee all materials shall be \$90.00 per ton and shall increase each year by 3% or CPI, whichever is greater.

For commodities where revenue is based on Market pricing the Contractor shall provide copies of Load Verification Forms detailing the amount of material sold, the vendor, and the price paid. The Load Verification Forms shall be included with the Contractor's report to the City.

2. Processing Fees Exceeding Revenue Share: In the event that the processing fees in a given month exceed the revenue earned from the sale of material the city will pay the contractor for any processing fees not covered by the revenue share. This amount shall be documented in the monthly revenue share

documentation and reported to the city monthly. The city will pay the contractor monthly for any revenue share owed.

If the basket value based on North Oaks composition and index values outlined in the current contract falls below \$45.00 per ton for more than two months, the City will be charged a \$7 per ton Market Shift Surcharge

3. Method of Payment to City: Contractor shall submit a check for the City's portion of the revenue share on a quarterly basis. The Contractor shall provide, together with the rebate to the City, adequate documentation of the corresponding estimate of tons of all corresponding commodities collected from the City. Also, the Contractor shall provide copies of the referenced market indexes or Load Verification Forms with each statement.
4. Threshold for Unacceptable Materials and Non-Recyclable Materials. The City understands that some loads of Commingled Recyclable Materials delivered by the City or the City's Hauler to the MRF may contain Non-Recyclable Materials and Unacceptable Material. The City and Eureka Recycling agree that the acceptable Non-Recyclable Materials and Unacceptable Material level for Commingled Recyclable Materials delivered by the City to the Material Recovery Facility shall not exceed fifteen percent (10%).
5. Contaminated Loads: If at the time of delivery or prior to processing, debris other than Recyclable Materials suitable for processing are discovered, documented and photographed, or captured on video by Eureka Recycling in quantities greater than 13% of the delivered load, including excessive plastic bags and/or bagged recycling or any amount of Excluded Material, the City agrees to pay for the cost of disposal of the load and a handling fee of \$50 per ton. If the City requests its collection contractor to reload the contaminated load, Eureka will charge a handling fee of \$50 per ton. Excluded material means radioactive, volatile, corrosive, flammable, explosive, biomedical, infectious, biohazardous, regulated medical, or other hazardous waste as defined in Minnesota Statutes, Section 116.011, 42 U.S.C. Section 6901, et. seq., or as otherwise listed under the applicable federal and state laws and regulations.

North Oaks tends to have very high quality recycling however, in general there are three types of contaminated loads that tend to occur:

1. Trash or Non-recyclables
2. Excessive Plastic Bags
3. Hazardous Waste

6. Consumer Price Index (CPI): The rates outlined in this agreement would remain the same for the 1st year (2022). Starting January 2023, and the subsequent years that follow, there would be CPI based increase for each of based on the published CPI increase from the Minneapolis Federal Reserve Bank of Minneapolis at www.minneapolisfed.org or by 3%, whichever is larger.

VII. Insurance

1. Insurance: Insurance secured by the Contractor shall be issued by insurance companies acceptable to the City and admitted in Minnesota. The insurance specified may be in a policy or policies of insurance, primary or excess. Such insurance shall be in force on the date of execution of the contract and shall remain continuously in force for the duration of the contract.

Contractor shall provide a Certificate of Insurance as proof of general liability coverage for bodily injury or death in the amount of \$1.5 million for bodily injury or death and \$200,000 for damages to property.

The Certificate of Insurance shall name the City as an additional insured, and state that the Contractor's coverage shall be the primary coverage in the event of a loss.

The Contractor shall also provide a Certificate of Vehicle Liability Insurance in the amount of at least \$1,000,000.

2. Workers' Compensation Insurance: Contractor shall provide evidence of Workers' Compensation Insurance covering all employees of Contractor engaged in the performance of this Contract in accordance with the Minnesota Workers' Compensation Law.
3. Indemnification: The Contractor agrees to defend, indemnify and hold harmless the City, its officers and employees, from any liabilities, claims, damages, costs, judgments, and expenses, including attorney's fees, resulting directly or indirectly from an act or omission of the Contractor, its employees, its agents, or employees of subcontractors, in the performance of the services provided by this contract or by reason of the failure of the Contractor to fully

perform, in any respect, any of its obligations under this contract. If a Contractor is a self-insured agency of the State of Minnesota, the terms and conditions of Minnesota Statute 3.732 et seq. shall apply with respect to liability bonding, insurance and liability limits. The provisions of Minnesota Statutes Chapter 466 shall apply to other political subdivisions of the State of Minnesota.

VIII. Other Requirements

1. Term: The term for providing processing and marketing shall be January 1, 2022 through December 31st, 2026 with one (5) year, or five (1) year options to renew.
2. Designated Contact Person: Contractor designates Miriam Holsinger, Vice President Operations as its primary contact person for questions and concerns relating to the provision of services detailed in the contract, proposal and request for proposals.
3. Promotional Activities: The Contractor and the City's designated Recycling Coordinator shall work together in the preparation and distribution of educational materials to insure accurate information and program directions. To ensure accurate information, all education materials distributed by the City must be reviewed by the Contractor prior to distribution to residents.

Upon request the Contractor will also provide program information for inclusion into the City's newsletter at least once per year.

In addition, the Contractor may conduct its own promotions and public education, as needed, to increase participation and improve compliance with City-specified resident preparation instructions.

4. Monthly and annual reports

The Contractor will submit to the City monthly reports and annual reports. At a minimum, the Contractor shall include the following information:

- Gross amounts of materials collected, by recyclable material (in tons).
- Amounts of materials marketed, by recyclable material (in tons) based on City specific composition.

- Amounts of “process residuals” disposed (in tons).
- Revenue share credits back to the City (if any).

Monthly reports shall be due to the City by the 15th day of each month.

Upon request the Contractor will provide annual reports that will include written certification to the City that all recyclable commodities identified are indeed recycled and not disposed. Such written certification shall identify *all* end markets manufacturers or processors used for each of the recyclable commodities. The Contractor shall attach written certification from each end market and a list of products manufactured using the recyclable materials collected from the City. The Contractor shall specify the percentage of each material collected that goes to each end market. Contractor must request in writing if it wishes to have the certification be considered proprietary information. The Contractor will be encouraged to include in its annual report recommendations for continuous improvement in the City’s recycling program (e.g., public education, multi-family recycling, etc.).

5. Ownership of Work Product

Ownership of all drawings, designs, proprietary materials, and other work products prepared, produced or developed in performance of this Contract, including those in electronic forms, shall be retained by the Contractor. Contractor agrees that all right, title, and interest in all copyrightable material which Contractor shall conceive or originate, either individually or jointly with others, and which arises out of the performance of this Contract, shall be usable by, and on behalf of the city by The Contractor, for the duration of the contract period and any subsequent extensions.

Ownership of all reports, and physical copies of work products prepared or produced in performance of this Contract, excluding those in electronic form, shall be retained by The City upon completion or termination of the project and final payment to the Contractor

6. Equal Opportunity: During the performance of the executed contract, the Contractor, in compliance with Executive Order 11246, as amended by Executive Order 11375 and Department of Labor Regulations 41CFR, Part 60, shall not discriminate against any

employee or applicant for employment because of race, color, religion, sex, or national origin. The Contractor shall take affirmative action to insure that applicants for employment are qualified, and that employees are treated during employment, without regard to their race, color, religion, sex, or national origin.

Such prohibition against discrimination shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation and selection for training, including apprenticeship.

In the event of noncompliance with the non-discrimination clauses of this contract, this contract may be canceled, terminated, or suspended, in whole or part, in addition to other remedies as provided by law.

7. Compliance with Laws and Regulations: In providing services hereunder, Contractor shall abide by all statutes, ordinances, rules, and regulations pertaining to the provision of the services to be provided. Any violation shall constitute a material breach of the Contract.
8. Governing Law: The laws of the State of Minnesota shall govern all interpretations of this contract, and the appropriate venue and jurisdiction for any litigation which may arise hereunder will be in those courts located within the County of Washington, State of Minnesota, regardless of the place of business, residence or incorporation of the Contractor.
9. Subcontractor: Contractor shall not enter into subcontracts for any of the services provided for in this Contract without the express written consent of the City.
10. Independent Contractor: Nothing contained in this agreement is intended to, or shall be construed in any manner, as creating or establishing the relationship of employer/employee between the parties. The Contractor shall at all times remain an independent Contractor with respect to the services to be performed under this Contract. Any and all employees of Contractor or other persons engaged in the performance of any work or services required by Contractor under this Contract shall be considered employees or sub-

contractors of the Contractor only and not of the City; and any and all claims that might arise, including Worker's Compensation claims under the Worker's Compensation Act of the State of Minnesota or any other state, on behalf of said employees or other persons while so engaged in any of the work or services provided to be rendered herein, shall be the sole obligation and responsibility of Contractor.

11. Transfer of Interest: The Contractor shall not assign any interest in the contract, and shall not transfer any interest in the contract, either by assignment or novation, without the prior written approval of the City. The Contractor shall not subcontract any services under this contract without prior written approval of the City. Failure to obtain such written approval by the City prior to any such assignment or subcontract shall be grounds for immediate contract termination.

12. Inspection of Records and Disclosure: All Contractor records with respect to any matters covered by this agreement shall be made available to the City or its duly authorized agents at any time during normal business hours, as often as the City deems necessary to audit, examine and make excerpts or transcripts of all relevant data.

Any reports, information, data, etc. given to, prepared, or assembled by the Contractor under a future contract shall not be made available by the Contractor to any other person or party without the City's prior written approval. All finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, and report prepared by the Contractor shall become the property of the City upon termination of the City's contract with the Contractor.

13. Conflict of Interest: Contractor agrees that no member, officer, or employee of the City shall have any interest, direct or indirect, in this Contract or the proceeds thereof. Violation of this provision shall cause this Contract to be null and void and the Contractor will forfeit any payments to be made under the Contract.

14. Waiver: Any waiver by either party of a breach of any provisions of the executed contract shall not affect, in any respect, the validity of the remainder of the executed Contract.

15. Termination: The City may cancel the Contract if the Contractor fails to fulfill its obligations under the Contract in a proper and timely manner, or otherwise violates the terms of the Contract if the default

has not been cured after 90 days written notice has been provided. The City shall pay Contractor all compensation earned prior to the date of termination minus any damages and costs incurred by the City as a result of the breach. If the contract is canceled or terminated, all finished or unfinished documents, data, studies, surveys, maps, models, photographs, reports or other materials prepared by the Contractor under this agreement shall, at the option of the City, become the property of the City, and the Contractor shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents or materials prior to the termination.

16. Severability: The provisions of this Contract are severable. If any portion of the contract is, for any reason, held by a court of competent jurisdiction to be contrary to law, such decision shall not affect the remaining provisions of this Contract.
17. Accounting Standards: The Contractor agrees to maintain the necessary source documentation and enforce sufficient internal controls as dictated by generally accepted accounting practices to properly account for expenses incurred under this contract.
18. Retention of Records: The Contractor shall retain all records pertinent to expenditures incurred under this contract for a period of three years after the resolution of all audit findings. Records for non-expendable property acquired with funds under this contract shall be retained for three years after final disposition of such property.
19. Data Practices: The Contractor agrees to comply with the Minnesota Government Data Practices Act and all other applicable state and federal laws relating to data privacy or confidentiality. The Contractor must immediately report to the City any requests from third parties for information relating to this Agreement. The City agrees to promptly respond to inquiries from the Contractor concerning data requests. The Contractor agrees to hold the City, its officers, and employees harmless from any claims resulting from the Contractor's unlawful disclosure or use of data protected under state and federal laws. All Proposals shall be treated as non-public information until the proposals are opened for review by the City. At that time the Proposals and their contents become public data under the provisions of the Minnesota Government Data Practices Act, Minn. Stat. C. 13.

20. Non-Assignability and Bankruptcy: The parties hereby agree that Contractor shall have no right to assign or transfer its rights and obligations under said agreement without written approval from the City. In the event Contractor, its successors or assigns files for Bankruptcy as provided by federal law, this agreement shall be immediately deemed null and void relieving all parties of their contract rights and obligations.

21. Title to Recyclable Material shall transfer to the Contractor upon delivery and unloading at the MRF and acceptance by the Contractor. Title and liability for the disposal of Non-Recyclable Material shall be transferred to the Contractor at the time of delivery, unloading at the MRF and acceptance by the Contractor, unless the Contractor rejects the load, in which the case title to and liability for the Non-Recyclable Material remains with the Hauler.

IN WITNESS WHEREOF, the parties have executed this agreement on the dates set forth below:

NORTH OAKS

EUREKA RECYCLING

(Signature)

(Signature)

By _____
Its Mayor

By _____
Its Co-President

Dated _____

Dated _____

And

(Signature)

By _____
Its City Manager

Dated _____



CITY OF
NorthOaks
Building on a tradition of innovation

2021 Forestry Report

Prepared by



Rehder Forestry Consulting

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Open Letter to the City of North Oaks

Dear Mayor, Council Members, Residents, & Staff

Fatal shade tree diseases and insect infestations such as the Emerald Ash Borer (EAB), Oak Wilt, and Dutch elm Disease can be effectively managed. Active management, while not eradicating the pest, results in more trees being preserved. Tree preservation, with its trickle-down economies, benefits the rest of the environment more than we can possibly imagine.

Through the efforts of the City and its residents the shade tree disease program remains highly effective. The loss of oaks to oak wilt has remained consistent and manageable for 50 years, underlining the benefits of the program. However, challenges lie ahead with regards to these and other fatal shade tree insect pests such as the Gypsy Moth, the Asian long-horned beetle (ALB), and other yet unknown tree killers. Bur oak blight (BOB) and other less fatal tree diseases are also having serious impacts in North Oaks. Include in that impacts from weather related events and one can see that times can be challenging for trees as well.

To comply with the DNR Shoreland Management Act, the city requires that residents seeking to work within 100 feet of the shoreline apply for a Shoreland Forestry Permit. Oftentimes residents are not aware of the requirements of working along the shoreline and the Forestry staff will help them make sure they are following State, City, and Association regulations, ordinances, and policies.

Still other residents like the fact that they can call the City Forester and request a general health visit or diagnosis of their trees. They appreciate working with our knowledgeable staff and receiving the unbiased advice that is provided. It is in fact one of the best parts of our jobs.

Hazard trees and trees that lean excessively into the street are also an ongoing concern by maintenance staff and residents alike. Operation Clearview, based on our field observations, was designed to address these issues. City staff sent out numerous letters requiring residents to remove or cut back vegetation that was within five (5ft) of the street and within thirteen (13) feet of height. As a result of this program, Mel's crew reports that they remove fewer dead or leaning trees from the streets keeping walkers, bikers, and joggers safer from vehicle traffic.

All of our tree inspectors are certified through the State by the Certified Tree Inspector (CTI) Program. Continuing education is an important component for any Tree Inspector as well as attendance at the annual Minnesota Shade Tree Short Course put on by the University of Minnesota.

One hundred eighty (180) trees were marked for Oak wilt within the city of North Oaks in 2021. Removal of these trees is critical as it is the first part of the treatment protocol. If diseased oak trees are left standing, they can contribute to the over land spread of the disease.

The overland spread creates new infection centers on neighboring properties to the detriment of all homeowners within the community. Residents are also informed, educated, and encouraged to seek further treatment options to include root pruning and or fungicide treatment injections. These treatments have the potential to save countless trees not only as it relates to oak wilt but Dutch elm disease and Emerald Ash Borer as well. Two (2) additional trees were marked for Dutch Elm disease in 2021. Both the number of Oak wilt and DED are within the usual thresholds for this disease annually.

Emerald Ash borer is now becoming more prevalent throughout the community. Twenty-five (25) ash trees were marked for removal in 2021 and this number is sure to rise. Countless numbers of diseased ash trees will be marked for removal to help slow the spread and keep the community safe and looking its best. Encouraging residents to re-plant and maintain the forest understory and canopy will be keys in keeping the community a highly functioning natural environment.

It is critical that the City continues to work with multiple partners to the benefit of its natural resource. To date the City has worked with and has fostered positive relationships with the Minnesota Department of Agriculture and the Department of Natural Resources. Collaborative projects have also been undertaken with the University of Minnesota, St. Paul Regional Water Utilities, Vadnais Lakes Area Watershed Management Organization (VLAMO), and Ramsey County. Locally, the Natural Resource Commission (NRC) and the City has excellent stewardship partners in the North Oaks Homeowners Association (NOHOA), North Oaks Company, and the Golf Course, all of which understand the benefits of a healthy environ. Partnering together is the most effective tool in preserving and protecting our natural environment.

We appreciate the opportunity to work with the you and feel your passion for the beauty of North Oaks forested resource. We are living in uncertain times, times when we value, even more, the tranquility and enduring beauty of our community and home sites.

Respectfully,

Mark Rehder
Contracted City Forester

Forward

A forestry program is something that every community desires, especially with the unique makeup of North Oaks and its forested environment. Rehder Forestry Consulting is proud to offer a comprehensive program and variety of services to meet North Oaks' urban forestry needs. This report describes those services, details findings and results, and provides recommendations to aid the City in maintaining and improving the quality of its urban forest.

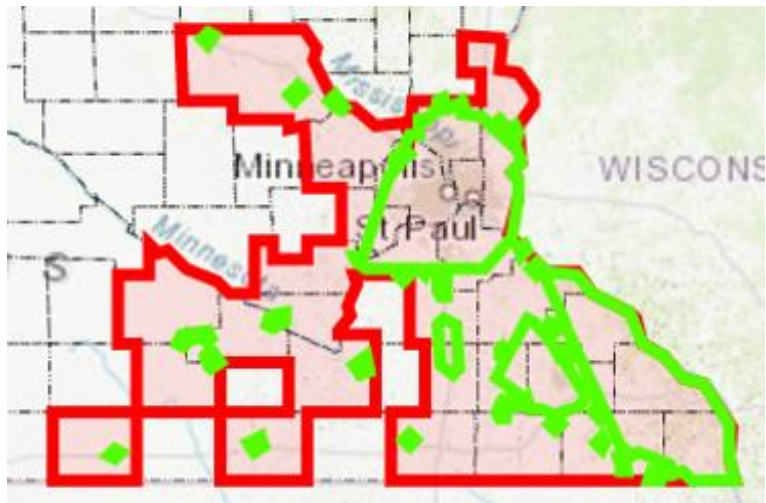
Emerald Ash Borer

In March of 2019, a Minnesota Department of Agriculture (MDA) scientist confirmed the Emerald Ash Borer beetle (EAB) to be in North Oaks. The site was near the pumphouse on the south side of Pleasant Lake. EAB is a tiny beetle that is devastating forests and neighborhoods in Canada and the United States. To date, EAB has killed tens of millions of ash trees and infested over 50,000 square miles in Michigan, Ohio, Illinois, Indiana, Iowa, Missouri, Tennessee, Virginia, Pennsylvania, New York, Kentucky, Wisconsin, Minnesota, and Canada.



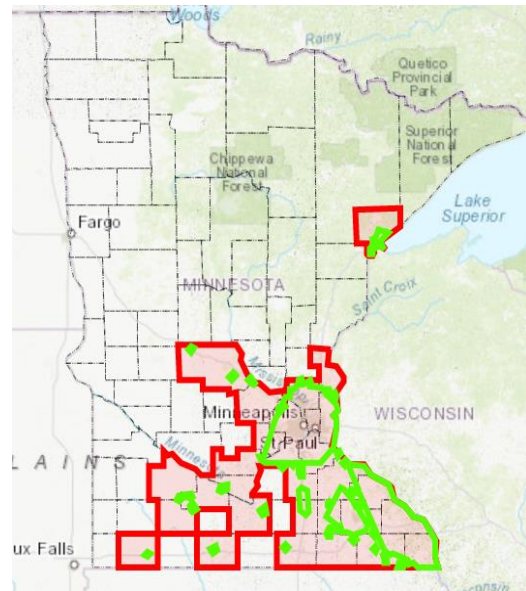
Ash was used extensively as street trees to replace elms lost to Dutch elm disease in the 1970s and 1980s. The state has the third largest volume of ash timber in the nation.

In 2009, Emerald Ash borer was discovered in St Paul, a mere 8 miles away from the borders of North Oaks. Since then, the City has been under an ash quarantine, meaning that no ash trees, limbs, or debris can be removed from the county. In 2011 EAB was discovered in Shoreview just over two miles from the North Oaks border. The key to combating the insect is early detection.



Extent of EAB in Southern MN

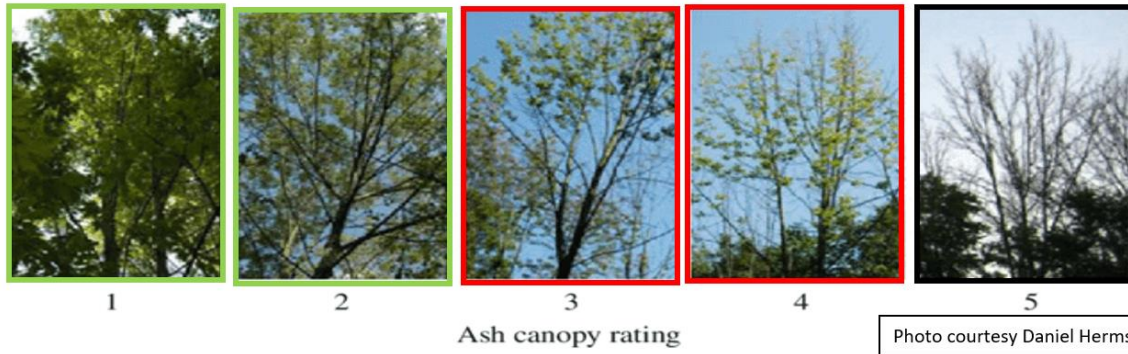
One of the major concerns about the rapid rate of mortality from EAB is public safety. The city conducted an inventory around Pleasant Lake and the main streets and found the potential for a high percentage of potentially hazardous tree situations as a result of expected tree mortality. Ash trees, which are common in lowland areas (near water bodies and trails), tend to shed bark and large limbs shortly after they die due to their brittleness. It is anticipated that many of the trees will die quickly within the next 10 years, meaning the removal of thousands of trees in a brief period, and straining budgets. It is estimated that as many as 75 semi-loads of ash debris could be created from the trees around Pleasant Lake alone. While the environmental impacts may be great, the financial burden may be even greater. The city will need to be vigilant that these problems are addressed as they arise. The map shows the current location of EAB in Minnesota. The insect seems to get further and further into greater Minnesota every year.



Extent of EAB in MN

One key to early detection will be to offer assistance to residents to identify, locate, and devise a strategy for managing EAB on their property. If desired, a member of the Forestry Department would meet with them on their property and educate them on what to expect in the future. By locating the insect in a particular area, we can quickly take measures to remove the diseased trees and hopefully many of the immature larva still in the trees. In this way we can limit the spread to new areas and within the existing area. The goal is not necessarily to remove the insect completely but to slow the spread thereby giving us more time to take the appropriate steps. While North Oaks does not have the typical “boulevard” trees its ash resource is none the less extensive. It has been suggested by the MN DNR that North Oaks has an ash population of around 7%, which equates to roughly 35,000-50,000 trees, a staggering number.

Another challenge is when to mark an ash tree for removal. Unlike oak wilt or Dutch elm disease, it takes multiple years for an ash tree to die. The Forestry Department is following the recommendations made by the Minnesota Department of Agriculture in their guidelines on slowing the spread. During the first two years of infection there are few outward signs the tree is diseased and in fact it can look perfectly healthy. While a trained eye can see the initial signs, for example, wood-pecker activity, blanding of the bark, etc., there are not many ash borers leaving the tree. In fact, the tree can still be effectively treated. However, in later years, years three through five, more signs will become apparent, and the tree will start to rapidly decline. At this point the tree could no longer be treated and will soon be a standing dead, diseased tree, and will be marked for removal.



A green square means the tree could still be treated and the number of EAB leaving the tree is minimal

A red square means it is too late to treat the tree and it should be sanitized as an exponentially high number of EAB is leaving the tree

A black square means the tree is dead, brittle, and depending on its size and location, a potential public safety issue.

Another concern about waiting too long before removing diseased ash trees is for the safety of the tree care company arborists who must remove these trees. While we do not want to remove ash trees without any signs of EAB, if other trees in the near vicinity (for example on the same lot) are already showing initial signs, it may make sense to consider removing these trees while it can still be safely done. Dead/dying ash trees that stand too long become extremely brittle and the safe removal of the tree can be in put in doubt. Many trees are removed with a tree climber physically climbing the tree and lowering small sections one at a time. If the tree is too brittle the climber cannot safely climb the tree. Large machinery with additional costs may need to be brought in to safely remove the tree. Or the tree may remain standing if access is not feasible- an option we hope to avoid. It will be a fine line between early removal and waiting for as long as possible but by meeting with residents we hope to get an understanding of the strategy they wish to take in managing this fatal tree disease on their property.



Telltale woodpecker damage from EAB, it's time to remove



How not to manage EAB

Previous maps showed the extent of EAB in Minnesota. The green line on the map represents what are considered to be “generally infested” areas by the MDA. While the pest does continue to spread in Minnesota it may not be moving as quickly as originally forecasted. There are many reasons for this. First would be the colder winter temperatures. When winter lows get below 30° Fahrenheit large numbers of larvae will perish. It is estimated that up to 75% of the population may have perished in the Twin Cities area as a result of frigid February temperatures in 2019.

Secondly, preemptive and diseased ash tree reduction programs have been implemented by most communities over the last 10 years reducing the population by a significant amount and, at least temporarily, preserving many trees in the process. Trees have also been preserved with treatments that are stated to be 99% effective. Some communities have decided to treat all their boulevard ash trees, while other communities have decided to treat none of their ash trees. Most other communities have used a blend of the two treatment strategy options. The treatments need to be repeated every 2-3 years in order to be effective.

Lastly is the introduction of three different types of parasitoid insects. These insects lay eggs on the EAB larvae under the bark. When the eggs hatch they feed on the EAB larvae. This program, started in 2019, is being used by the Minneapolis Park & Recreation Board as a strategy within its woodlands. This may be the best option for preserving trees in woodland settings such as we have in North Oaks. The parasitoid insects have undergone extensive testing from the USDA but their effectiveness remains to be seen since they have only recently been released. Success will be determined by how many parasitoid insects can be observed in the following years (survivability) and how effective they are at reducing the EAB population.

It is obvious that great cooperation will be needed amongst the homeowner’s association (NOHOA), the residents, North Oaks Co., the Golf Course, and the City. To that end, the Natural Resource Commission established an EAB Preparedness Plan, which has been adopted as part of the Cities ordinances. The Plan calls upon the City to treat EAB infested trees as it does Dutch elm disease and Oak wilt. All diseased ash trees will need to be removed and their removal will be enforced. The Plan also set parameters for treatment protocols that follow best management practices as well as numerous other practical steps that can be taken to limit the impact from the devastation caused by the EAB.

A key component of any successful program will be education. Since residents will be the ones most affected by EAB it will be critical to keep them informed and hopefully easing the burden of the introduction of EAB into our community. To that end the Forestry Department is available to meet with residents and assess their ash population. The landowner will then know how many, where, and how valuable the ash trees are on their property. They will then be able to make informed decisions with that information.

Oak Wilt

Oak wilt is found in the upper Midwest and as far south as Texas. The fungus probably established itself in this area long ago but was not identified until 1948. The American Phytopathological Society has determined that oak wilt is an invasive species and probably originated somewhere in Central America. Oak mortality had been observed in Minnesota for many years, but until that time it was not known what caused the trees to die. It is interesting to note that in the 1970's, when Dutch elm disease was decimating so much of the State's elm population, more oaks were dying from oak wilt. Urbanization of metro area suburbs has increased the number of people affected by oak wilt by wounding valuable oaks during road building, home construction and other development. Damage that occurs during these activities has accelerated the spread of this disease. There is now a high incidence of the disease throughout the seven-county metropolitan area. Today, new infections are often correlated to large storm events and new construction in wooded areas. The symptoms of decline and death due to construction damage can mimic oak wilt, complicating diagnosis, and inflating numbers of marked trees in some cases. Currently, oak wilt is the most serious shade tree disease in Minnesota (photo below). Thousands of trees die every year in areas without control programs, but both prevention and control are possible. New techniques also add to the tools available for saving this valuable community resource.



Oak Tree with Oak Wilt

Cities that have any sizable American elm population also have an unavoidable problem with Dutch elm disease. But a continuing elm sanitation program can reduce the incidence of Dutch elm disease. The best way to control this disease is prompt and proper disposal of the diseased wood. The best and only way to assure this is with an inspection and sanitation program.

We continue to find the citizens of North Oaks greatly interested in their City's urban forest. They continue to be concerned enough to ask questions and happy to learn about their important tree resource. Compliance within the shade tree disease program remains at an all-time high.

Oak Wilt Program Summary

The following is a brief summary of the inspection and control procedures for the City of North Oak's Oak Wilt Program. The City's Oak Wilt program provides a comprehensive approach to protecting and maintaining its valuable forest resource. The program provides homeowners with detection and treatment of the disease, along with follow-up assistance for proper reforestation.

Oak Wilt is detected through a series of ground inspections, aerial photography, and responses to homeowner calls. Our inspectors locate and map the infected trees and evaluate the site for potential spread. In neighborhoods with either active infection centers or recent (past two to four years) infections, our inspectors will perform a walking survey of the area to assure all infections are located. In areas of town without a recent history of disease or many oaks, we perform windshield surveys where we can cover a wide area in a relatively short time.

Our tree inspectors are all tested and certified through the Minnesota Dept. of Natural Resources Tree Inspector Certification Program. We have our inspectors wear company work shirts and vests, along with signs on their vehicles for a professional look. Prior to entering a property, our inspectors will first knock on the homeowner's door to introduce themselves, explain the purpose of their visit, and answer any questions the people may have. Over the years we have found the citizens of North Oaks to be very receptive and supportive of the Oak Wilt program and the efforts to maintain a healthy natural environment in the City's parks and neighborhoods.

We also respond to private homeowner calls over concerns about their oaks. If we can't answer their questions over the phone, or if we have not previously identified Oak Wilt on their property, we will make a personal call to the property.

The treatment facet of the program involves controlling the spread of Oak Wilt via the grafts that readily form between the root systems of adjacent oak trees. For years the only effective method of control involved severing the root grafts with a five-foot long blade pulled by a large tractor. While this is a very effective method, recent University of Minnesota studies show 87% effectiveness at stopping the spread of the disease, it is not always feasible, due to obstacles such as landscaping, underground utilities, fencing, wetlands, or steep topography. Many years ago a chemical fungicide with the active ingredient propiconazole was licensed for use on Oak Wilt in Minnesota.

Research is also ongoing on the potential use of herbicides to kill a number of oaks within root graft distance. The intent is to kill the fungus in the root system so that it can not spread. However, initial reports are not too encouraging, but the research is ongoing. It also sacrifices a large number of oak trees that could be preserved with traditional treatment methods.

Not every Oak wilt infection center requires treatment, only those sites with oaks close enough to form root grafts. Sites where there are enough trees of other species to form a natural barrier, or where other barriers such as roads or houses exist, do not require treatment. North Oaks is blessed with a diverse forest, which help limit the spread and impact of Oak wilt.

Diseased oak trees create spore mats (photo sequence below) which are responsible for the overland spread of the disease. We are limiting the number of new infections that can start by removing diseased trees. Diseased trees often times carry the fungal pads that contribute to the overland spread of the disease.



Crack in Bark from Pressure Pad



Exposed Oak Wilt Spore Mat



Spore Mat resembles a Mushroom, note the gills

After the dead trees have been removed and properly disposed of, we encourage and assist people to reforest the area with suitable species. Without taking positive action to replace the missing trees, the area tends to be overtaken by ‘weed’ species like buckthorn, honeysuckle or Garlic mustard. Reforesting an area can be as simple as protecting and encouraging existing seedlings, to moving small seedlings from other areas of the yard, or to planting nursery stock of all sizes. Regardless of the method, we want to make sure we provide the homeowners with the information needed to choose trees that will be suitable and proper for their yard and meet the homeowner’s desires.

Not every tree will be suitable for every site. Our knowledge of the soils and environmental conditions in North Oaks allows us to recommend to people trees and shrubs that will be healthy and thrive on their lot.

We have also expanded the information provided to the citizens by developing and maintaining a natural resource tab on the City’s new web page. There residents can find useful

information to help them make informed decisions about what species to plant and where to plant them. We will continue to develop this resource as seems fit.

RECAP OF 2021 DISEASED TREES

	Dutch Elm Disease Trees	Oak Wilt Trees	EAB
Private	2	158	25
NOHOA	0	8	0
NO Company	0	14	0
TOTAL	2	180	25

Propiconazole Fungicide Injections

We keep abreast of recent developments in disease control techniques. One such option that is showing great promise is the injection of the fungicide propiconazole for control of Oak wilt.

Although there has been good success with vibratory plowing for the severing of root grafts, occasionally there are cases where it is not applicable or feasible. Situations where access for the plow is limited due to terrain or other obstacles sometimes preclude its use. Other times only a single high-value tree may be at risk, in these cases a fungicide injection can be a relatively low-impact, effective option.



The most common utilization of Propiconazole is on Red oaks that share root systems with infected trees but cannot be protected by mechanical root graft barrier. There are many valuable trees that are in inaccessible areas (near homes, terraces, underground utilities or septic systems) that are at high risk, which now can be protected by Propiconazole injections. White and Bur Oaks are less susceptible to the Oak Wilt fungus but can still become infected.

If caught early enough, Propiconazole treatments can be used to treat the infected trees, both suppressing the fungus and allowing the trees to recover.

Results from injecting oaks with propiconazole in the metro area over the last 10 years are encouraging. The process consists of minor excavation to expose the tree's root flare below grade, drilling a series of shallow holes in the tree in this area, and placing a system of plastic tees and tubes connected to a container that supplies the chemical. Time for uptake of the chemical varies with the weather conditions but usually ranges from 1 to 3 hours.

Research has shown that the chemical does not move much beyond the root area where the injections take place. Injections do not keep the fungus out of the tree but keep it from expressing oak wilt symptoms. Only high value oaks should be considered for treatment or bur and/or white oaks which are showing signs.

We recommend the use of propiconazole injections for the control of Oak wilt with the following conditions:

- Use is limited to situations such as mentioned above where the presence of Oak wilt has been confirmed, but mechanical severing of root systems with the vibratory plow is not practical.
- *Preventative use* in Red oaks is used only if a healthy tree at risk shows no symptoms.
- *Therapeutic use* (for curing a tree that is infected but not too advanced) is used on Bur and White oaks only. In Red oaks, the fungus is already systemic by the time any symptoms appear, and the chemical use is ineffective.
- Not all trees are good candidates for injection. The presence of cracks, rot, decay, other structural defects that cause a hazard, or too advanced an infection, are things that can preclude injection.

We will continue to assess the use of fungicides as part of North Oaks' shade tree disease program.

Severing Grafted Roots

The oak wilt fungus can remain active in roots of diseased oaks for 2 to 3 years after the tree has died or been cut at ground level. The fungus can travel through the root system into healthy oaks quickly or remain in the root system before infecting the next tree. The purpose of root graft disruption is to separate the common root systems between oaks, so that the disease becomes isolated and cannot continue to spread.



The above picture shows a root graft. Roots can graft when as small as pencil- thickness, when their diameter becomes large enough to cause enough soil pressure to stimulate a graft to form. Soil type will also affect root structure, and therefore grafting distance between trees.



The vibratory plow is a large and heavy machine in order to be able to cut to an effective depth. The only part that enters the ground is the blade at the right of the photo. It is a powerful machine that is pulled by large tracks and usually involves minimal ground disturbance.

The best mechanical method of separating roots involves the use of a large articulated tractor with a specially designed 5' plow blade. The vibrating blade is pulled through the ground, physically cutting and separating the roots. Numerous contractors are available to provide this service to residents. Studies by the University of Minnesota analyzed the success of root graft disruption with a vibratory plow. The data show an 87% success rate on plow lines placed as primary barriers. This low rate of failure can nevertheless involve very significant and valuable trees. These losses can be devastating to a homeowner expecting control measures to save all of their trees. By reviewing the barriers placed and participating in current research, we are learning more about the biology of the fungus and its spread vectors. This information will help us to increase the success rate of our control programs even more.

Bur Oak Blight

Impacts from Bur oak blight (BOB) continue to be felt. The symptoms can be very dramatic as large bur oak trees can be severely effected. The cause is a leaf fungus which will attack the leaves of the tree causing early browning. The symptoms can be very similar to oak wilt and it is easy to mis-diagnose. I have seen many cases where 4 or 5 large bur oak trees have become severely infected leaving the homeowner in a state of panic. Fortunately, it is believed that a dry spring may break the cycle of this disease. The leaf fungus stays on the leaf petiole of the tree over the winter and when the spring rains come it moves to the newly emerged leaves and infects them. This cycle can continue for many

years and can cause significant stress to the tree.

It's important to remember that bur oaks can lose up to 50 percent of their canopies every year but still remain relatively healthy.

However, when a bur oak loses more than half its leaves for several consecutive years, it may become stressed and susceptible to other problems, such as two-lined chestnut borer and Armillaria root disease. The same bur oak in Zimmerman, Minnesota, photographed in September 2017, 2016, and 2015, from top to bottom.



Still, even when a bur oak has had severe BOB, it may be relatively healthy. The best time to evaluate bur oak health is in June: if the tree does not have branch dieback or epicormic shoots (small, young branches growing out of the trunk and big limbs), it is probably not stressed. We need to educate residents to give these trees the benefit of the doubt and to not remove healthy trees. Articles in the North Oaks News will be forthcoming on this tree disease.

Yard Trees

Yard trees are high value and additional measures are often possible with them. Two-lined chestnut borers (TLCB) populations can be reduced by cutting and removing infested trees before the start of the next growing season. Infested oaks are those trees which died or showed heavy dieback this year.

Remove oaks that are completely dead. TLCB populations can be reduced by cutting and removing infested trees before the start of the next growing season. Since TLCB larvae can survive in cut and split wood to emerge next spring, the complete removal of infested logs and branches should be done by May 1st of next year.

The preferred methods of wood and slash disposal are removal to an approved landfill or sale of tree for lumber. If any woody materials larger than 1 inch in diameter remain, pile and burn them before May 1st in an approved fire pit. If you want to keep the wood for firewood, cover the wood pile with a heavy plastic tarp and bury the edges of the tarp in the soil for an airtight covering. Keep the firewood covered until at least July 30th next year. Then the wood can be moved or burned as you like.

If droughty, water healthy and declining oaks on a regular basis during the growing season. Trees with less than 50% dieback may be saved by heavy watering during droughty weather. If rainfall is inadequate, make sure trees get at least 2 inches of water per week in May and June and 1 inch per week in July and August. Water so that the entire root system receives this amount of moisture all at once. Remember the absorbing roots are at the dripline and beyond.

Strictly avoid using fertilizers and/or herbicides on lawns and gardens within 50 feet of an oak tree. Fertilizers will only hurt an ailing tree and herbicides kill tree roots too, leading to more root system loss.

Avoid practices which destroy or smother roots. Root loss will drastically affect tree vigor. Practices which damage roots include trenching or burying utility lines which sever the roots; compacting the soil around the roots by driving and parking of vehicles on roots systems; smothering roots by paving or temporarily storing excavated soil over the root system; or, by changing soil grade, either adding or removing soil.

Control other insects that cause defoliation before 60% of the foliage is lost. Once defoliation reaches this level, the trees may re-foliate and this decreases tree vigor. Develop and implement spray plans if heavy defoliation is predicted to occur for the second or third consecutive year.

Avoid bringing fresh firewood into your yard. Bringing more infested wood into an area can compound the problem of Oak wilt and EAB.

Chemical insecticides are not useful against TLCB because of difficulties with timing and obtaining thorough coverage on large trees. However, certified arborists or commercial pesticide applicators may be able to treat high value shade trees.

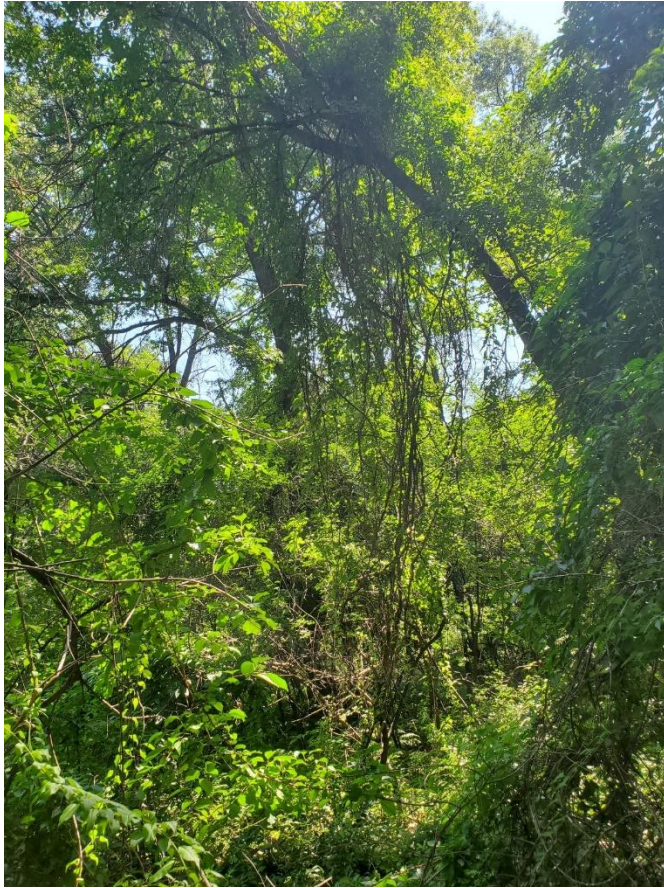
Invasive Species

Invasive species continue to negatively impact the natural resources of North Oaks. Recently a large infestation of Oriental Bittersweet, an aggressive vine that will completely overtake a forested area, was found within North Oaks. The plant is on the States Noxious Weed List as one that needs to be eradicated and that it is unlawful to knowingly possess this plant. Oriental bittersweet is an invasive vine that has showy fruit that is often used in landscapes and holiday decorations and displays. It out-competes our native American bittersweet (and most all other woodland plants) by having a longer growing season and by the extreme area and size the vines can reach. Vines can be many inches in diameter and can completely smother mature trees, limiting their ability to photosynthesize. Oriental bittersweet has been observed covering half-acre wood lots in just seven to 10 years reminiscent of the Jack-in-the-bean-stalk fairy tale. If they have nothing to latch onto the vines will simply cover the forest floor choking out native plants. Finding and controlling Oriental bittersweet when it is not widespread is the key to managing this extremely aggressive vine.



Oriental Bittersweet fruit

Funding was appropriated through a grant from the MN Department of Agriculture to help eradicate the infestation. Diligently working with over a dozen landowners, the City received permission to have a vendor cut the plants, apply a light herbicide after they re-sprouted, and re-planted the site with native forest plants. The 15-acre site has been treated and will continue to be monitored for future spread with the cooperation of the landowners.



Oriental Bittersweet Vine Overtaking a Mature Tree

Based on this find, and working closely with the County Weed Management Program, a volunteer from the County walked and drove down many streets and trails looking for this and other invasive species such as Japanese Knotweed. Fortunately, the area previously mentioned was perhaps the worst that was observed by the inspector. Landowners were informed and educated about the damage caused by this plant to native plant communities.

Education will be the key to managing invasive species throughout North Oaks. Even something as simple as trying to identify Oriental Bittersweet versus the native America Bittersweet can be a challenge. If the experts have a hard time identifying it, how can it be expected that a resident would be able to tell the good from the bad, understand the best treatment options, and know how to re-plant the site. Continued workshops, both indoors and out, articles in the North Oaks News, and literature available at City Hall are constantly being provided and updated.

Rehder Forestry Consulting looks forward to working closely with all North Oaks' partners in 2022. Addressing problems such as shade tree diseases, invasive species, and public safety will be at the forefront of our objectives. By proactively addressing these issues we can make a real difference for the future. A forest canopy provides myriad benefits to a community (clean air, clean water, wildlife habitat, privacy, aesthetics, erosion control, etc.), and it is all our responsibility to educate and inform residents of these benefits. By being proactive we can make a considerable difference in the health of our community forest - now, and in the future.

CITY OF NORTH OAKS

BOARD AND COMMISSION MEMBER APPOINTMENT POLICY

MEMBER APPLICATION PROCESS

Individuals with a desire to serve on a board or commission shall first determine if they qualify to serve by meeting the membership requirements of the board or commission in which they are interested. If the condition of membership is met they shall complete an application, provided by the City, and submit it to the City Administrator within the noticed time frame allotted for accepting applications. Upon receipt, the City Administrator, shall forward the application on to the appropriate board or commission chair, who will contact the applicant and invite them to the next board or commission meeting to observe and familiarize themselves with the board or commission. The applicant(s) will then be interviewed by the Chair, Mayor, and City Administrator, or as assigned by the City Administrator. Following the interview, the board or commission chair shall prepare a memo with their recommendation that will be forwarded onto the City Council for consideration at the next available City Council meeting.

When a vacancy occurs on a board or commission, the City Administrator shall publicly notice the vacancy and terms for accepting applications.

For each vacancy the applicant is applying for, an application must be completed and submitted to the City Administrator within the noticed time frame allotted for accepting applications.

If a vacancy exists due to a member resigning prior to their term expiration, the applicant shall only be appointed to serve the remainder of that term.

If no vacancy exists the application(s) will be kept on file for two years. If during that time a vacancy occurs the applicant(s) will be notified and asked if they wish to still be considered for the appointment.

MEMBER REAPPOINTMENT PROCESS

At least two months prior to a member's term expiring, the City shall inquire whether or not that member will be seeking reappointment for another term. Once the intent of the current member(s) is clear, the department head, or appropriate City representative shall prepare a memo to the City Council identifying which members are seeking reappointment and whether a vacancy will exist on the board/commission. The City Council will consider the reappointment(s) at the next applicable City Council meeting. At such meeting, the City Council shall give City staff direction on whether to advertise a vacancy on the board/commission.

BACKGROUND CHECKS

All appointments to a committee/board will undergo a criminal background check with Ramsey County prior to beginning their term to assist in determining the candidate's suitability for the position.

ORIENTATION PROCESS

New appointees will be provided with ordinances, bylaws, and any other applicable information that identifies the role and responsibilities of the position to which they have been appointed to. Staff and the Chair to the relevant Board or Commission will make themselves available to meet with new appointees to answer any questions they may have and assist in any way they can to ensure that the appointee is comfortable in their new role.

NOTIFICATION PROCESS

The vacancy on the committee/board will be noticed in the City's designated paper of record, on the City's website and through other social media outlets, and will be posted physically at the City Hall office.

RESOLUTION NUMBER 1402

CITY OF NORTH OAKS RAMSEY COUNTY, MN

RESOLUTION APPOINTING MEMBERS TO THE NORTH OAKS NATURAL RESOURCES COMMISSION

WHEREAS, the City of North Oaks established the North oaks Natural Resources Commission by Resolution Number 1242 adopted on February 10, 2011; and

WHEREAS, some confusion has arisen regarding the status of the terms of certain members of the Natural Resources Commission; and

WHEREAS, the Natural Resources Commission has been a standing commission of the City for over nine years, providing valuable recommendations to the City Council and service to the residence of the City of North Oaks, and the Council anticipates that the Natural Resource Commission will continue as a permanent Commission of the City for the foreseeable future; and

WHEREAS, this resolution seeks to provide clarification regarding the status of the Natural Resource Commission, appoint members where vacancies on the Commission exist, and avoid any inconsistencies between the provision of Resolution Number 1242.

NOW THERE, BE IT RESOLVED BY THE CITY COUNCIL OF NORTH OAKS, MINNESOTA, AS FOLLOWS:

1. Notwithstanding any prior appointments, the following individuals are reaffirmed as members of the Natural Resources Commission/appointed to serve on the Natural Resources Commission for the following terms:
 - a. Andrew Hawkins, term beginning January 1, 2020 and ending December 31, 2021.
 - b. Kate Winsor, term beginning January 1, 2020 and ending December 31, 2021.
 - c. David White, term beginning January 1, 2020 and ending December 31, 2023.
 - d. Bob Larson, term beginning January 1, 2020 and ending December 31, 2023.
 - e. Damien Lapoutre, term beginning January 1, 2020 and ending December 31, 2023.
 - f. Shannon Dunn, term beginning November 19, 2020 and ending December 31, 2022.
 - g. Penny Kianian, term beginning November 19, 2020 and ending December 31, 2022.





2. The Council hereby reaffirms its appointment of Kara Ries as the Council liaison to the Natural Resources Commission for the year 2020.

This resolution was duly adopted by the City Council of the City of North Oaks this 12th day of November, 2020.

APPROVED:

Gregg Nelson

Gregg Nelson, Mayor

ATTEST:

Kevin Kress

Kevin Kress
City Administrator



MEMORANDUM

City Council

January 11, 2022

Appointments to the Natural Resources Commission (NRC)

Consistent with the City policy about appointments to City Boards and Commissions (attached), Kevin Kress, City Administrator, Andrew Hawkins, NRC Chair, and myself completed interviews of residents expressing interest in serving as volunteers on the NRC. I am outlining and summarizing our recommendations for the City Council to consider at our January 13 meeting.

Summary of Recommendations:

1. Amend Resolution 1242 adopted in 2011 establishing the NRC to allow a membership increase from seven (7) members to not more than nine (9) members;
 - a. Copies of amended Resolution 1242, both clean and redlined
2. Appointments recommended (FYI – terms staggered for three position for each term)
 - a. Addie Motta three (3) year term replacing Kate Winsor
 - b. Andrew Hawkins reappoint to three (3) year term
 - c. tbd #1 one (1) year term
 - d. tbd #2 two (2) year term
3. Appoint Andrew Hawkins to continue as Chair
4. Appoint a Vice Chair (tbd)

Tom Watson

Council member Liaison to NRC

AMENDMENT TO RESOLUTION 1242

RESOLUTION NO. 1242 ESTABLISHING The City of North Oaks Natural Resource Commission AND BYLAWS

PURPOSE

North Oaks is a unique community with a natural and underdeveloped aspect that is rare in an urban setting. The management of all natural resources such as lakes, watercourses and fens, trees and wildlife are treasures that must be managed to maximize the benefit to all residents of the city.

COMPOSITION AND SIZE OF COMMISSION

It is hereby established a City of North Oaks Natural Resource Commission hereinafter referred to as the N.O.N.R.C. which shall consist of not more than nine (9) voting members to be appointed by the City Council. In addition to the nine (9) members, there will be an Ex Officio Member Tom Watson to offer guidance during first year and a City Council liaison both with non-voting rights. Members must be residents of the city, unless a special expertise or other representation is required and approved by the City Council. The initial appointments to the N.O.N.R.C shall be made for the following terms; (1) year term, (1) Commissioner, (2) year term, (3) Commissioners, and (3) year term, (3) Commissioners. Following the initial appointments, all terms shall be three (3) years unless there is an appointment to complete a vacancy for an unexpired term. Any Commissioner that misses two consecutive meetings without notice to the Chair may be removed from the N.O.N.R.C.

ORGANIZATION

A Chair and Vice Chair shall be appointed annually by the North Oaks City Council at the first meeting of the calendar year. During the absence of the Chair, the Vice Chair shall exercise and perform the duties of the Chair.

DUTIES AND POWERS

The N.O.N.R.C is advisory to the City Council. It shall have no authority other than that expressly given to it by this resolution. The N.O.N.R.C shall make recommendations to the City Council regarding the development of a long term City of North Oaks Natural Resources Plan and provide recommendations to the City Council regarding management of the natural resources of the City.

The N.O.N.R.C shall seek and obtain public comments on Natural Resource projects and changes that may affect businesses, property owners, entities of state, local or regional government, and residents of the community at large. The N.O.N.R.C shall explore options for making the Natural Resources financially self sufficient by recommending to the City Council, the institution of fees, fines and exploring other methods of financing its operation. The N.O.N.R.C. shall exercise such other functions with respect to the Natural Resources improvements as requested by the City Council.

The N.O.N.R.C. shall present to the City Council a yearly report of N.O.N.R.C accomplishments and activities.

DUTIES OF CHAIR

The Chair shall set the agenda for N.O.N.R.C. meetings, appoint special subcommittees of N.O.N.R.C and represent the N.O.N.R.C when recommendations are made to the City Council.

STAFFING

The City Administrator shall provide technical and administrative assistance to the N.O.N.R.C.

MEETING

All meetings of the N.O.N.R.C. shall be open meetings to which the public and press shall be admitted. Notice of the meeting shall be given as determined by the N.O.N.R.C. and in a manner that complies with the Minnesota Open Meeting Law.

Special work sessions or subcommittee meetings shall be scheduled by the full N.O.N.R.C. at regular meetings to study and prepare recommendations regarding N.O.N.R.C matters.

QUORUM

A quorum shall consist of five (5) members of the nine (9) Commission members. The N.O.N.R.C. without a quorum shall take no action.

VOTE

All action shall be taken by voice vote. Tie votes with one or more Committee members absent shall continue the item to the next regular meeting. Tie votes with all members present shall defeat the motion.

REVISION OF BYLAWS

The bylaws or revisions may be recommended or proposed by the N.O.N.R.C. with final approval of the City Council.

Note: All approvals are by majority unless it is not required by State Statute.

Adopted by Council this 13th day of January 2022

AMENDMENT TO RESOLUTION 1242

RESOLUTION NO. 1242 ESTABLISHING The City of North Oaks Natural Resource Commission AND BYLAWS

PURPOSE

North Oaks is a unique community with a natural and underdeveloped aspect that is rare in an urban setting. The management of all natural resources such as lakes, watercourses and fens, trees and wildlife are treasures that must be managed to maximize the benefit to all residents of the city.

COMPOSITION AND SIZE OF COMMISSION

It is hereby established a City of North Oaks Natural Resource Commission hereinafter referred to as the N.O.N.R.C. which shall consist of ~~seven (7)~~ not more than ~~nine (9)~~ voting members to be appointed by the City Council. In addition to the ~~7~~ ~~nine (9)~~ members, there will be an Ex Officio Member Tom Watson to offer guidance during first year and a City Council liaison both with non-voting rights. Members must be residents of the city, unless a special expertise or other representation is required and approved by the City Council. The initial appointments to the N.O.N.R.C shall be made for the following terms; (1) year term, (1) Commissioner, (2) year term, (3) Commissioners, and (3) year term, (3) Commissioners. ~~Following the initial appointments, all terms shall be three (3) years unless there is an appointment to complete a vacancy for an unexpired term.~~ Any Commissioner that misses two consecutive meetings without notice to the ~~Chairman~~ Chair may be removed from the N.O.N.R.C.

ORGANIZATION

A ~~Chairman and Vice Chairman~~ Chair and Vice Chair shall be appointed annually by the North Oaks City Council at the first meeting of the calendar year. During the absence of the ~~Chairman~~ Chair, the Vice ~~Chairman~~ Chair shall exercise and perform the duties of the ~~Chairman~~ Chair.

DUTIES AND POWERS

The N.O.N.R.C is advisory to the City Council. It shall have no authority other than that expressly given to it by this resolution. The N.O.N.R.C shall make recommendations to the City Council regarding the development of a long term City of North Oaks Natural ~~Resources~~ Plan and provide recommendations to the City Council regarding management of the natural resources of the City.

The N.O.N.R.C shall seek and obtain public comments on Natural Resource

projects and changes that may affect businesses, property owners, entities of state, local or regional government, and residents of the community at large. The N.O.N.R.C shall explore options for making the Natural Resources financially self sufficient by recommending to the City Council, the institution of fees, fines and exploring other methods of financing its operation. The N.O.N.R.C. shall exercise such other functions with respect to the Natural Resources improvements as requested by the City Council.

The N.O.N.R.C. shall present to the City Council a yearly report of N.O.N.R.C accomplishments and activities.

DUTIES OF CHAIRMAN CHAIR

The **Chairman Chair** shall set the agenda for N.O.N.R.C. meetings, appoint special subcommittees of N.O.N.R.C and represent the N.O.N.R.C when recommendations are made to the City Council.

STAFFING

The City Administrator shall provide technical and administrative assistance to the N.O.N.R.C.

MEETING

All meetings of the N.O.N.R.C. shall be open meetings to which the public and press shall be admitted. Notice of the meeting shall be given as determined by the N.O.N.R.C. and in a manner that complies with the Minnesota Open Meeting Law.

Special work sessions or subcommittee meetings shall be scheduled by the full N.O.N.R.C. at regular meetings to study and prepare recommendations regarding N.O.N.R.C matters.

QUORUM

A quorum shall consist of ~~four (4)~~ **five (5)** members of the ~~seven (7)~~ **nine (9)** Commission members. The N.O.N.R.C. without a quorum shall take no action.

VOTE

All action shall be taken by voice vote. Tie votes with one or more Committee members absent shall continue the item to the next regular meeting. Tie votes with all members present shall defeat the motion.

REVISION OF BYLAWS

The bylaws or revisions may be recommended or proposed by the N.O.N.R.C. with

final approval of the City Council.

Note: All approvals are by majority unless it is not required by State Statute.

Adopted by Council this 13th day of January 2022

MEMORANDUM

City Council

January 13, 2022

Appointments to the North Oaks Planning Commission (PC)

Consistent with the City policy about appointments to City Boards and Commissions (attached), Kevin Kress, City Administrator, Mark Azman, PC Chair, Kara Ries, Mayor and myself completed interviews of seven (7) residents expressing interest in serving on the PC. We had seven (7) qualified and very good candidates for three (3) positions. I am outlining and summarizing our recommendations for the City Council to consider for approval at our January 13 meeting.

Summary of Recommendations:

1. Appointments recommended (FYI – 3 year terms ending Dec 2024)
 - a. Scott Wiens three (3) year term
 - b. Robert Ostlund three (3) year term
 - c. Nick Sandell reappoint to three (3) year term
2. In making this recommendation, the Committee interviewed each candidate applying a set of questions asked of each person. Our review and consideration of each and every candidate was based on (1) major strengths and weaknesses they shared, (2) understanding of the PC and responsibilities, (3) understanding of the PC role with PDAs, (4) obligations to the City, Council, contractors, and present residents, (5) strict or flexible application of land use ordinance, and (6) purpose for ordinances and the Comprehensive Plan. We also considered candidate backgrounds, neighborhoods, years in North Oaks, and job-related skills “with an eye” to having a balance of these variables serving the community and PC. After all was said and done, we have three very good candidates being recommended and have or will be asking the remaining four (4) persons about next and other volunteer opportunities.
3. We had seven (7) candidates for this appointment, including four persons who we are seeking and determining their interest in other commission and vacancies, both now and in the next year. These persons are:
 - a. Mark Asch
 - b. Paul Ellis
 - c. Courtland Borle
 - d. Grover Sayre

Tom Watson

Council member & Acting Mayor on behalf of the Committee



Resolution XXXX Setting the Year 2022 Appointments/ City Responsibilities

A RESOLUTION SETTING THE 2022 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 2022:

Description	2022 Appointments	2021 Alternates
Office of the Mayor (Kara Ries)	N/A	N/A
1. Acting Mayor	Tom Watson	N/A
Planning and Zoning Services		
3. Planning Commission Chair	Mark Azman	
4. Planning Commission Members	Mark Azman, , Joyce Yoshimura Rank, , Dave Cremons, Anne Conroy	N/A
5. Planning Commission member liaison from Council	Jim Hara	Tom Watson
6. Zoning Administrator	Kevin Kress	Leon Ohman
7. Building Code Enforcement Officer	Leon Ohman	Kevin White
8. I-35E Corridor Management	Kevin Kress	
9. Responsible Govt. Unit (Wetland Conservation Act)	VLAWMO	N/A
10. VLAWMO Board Representative	Tom Watson	Rich Dujmovic
Tech Committee	As determined by NRC Commission	
Police Services		

11. Police Liaison to Ramsey C. Sheriff's Dept.	Kevin Kress	
12. Representatives, Sheriff's Contract Communities Committee	Rich Dujmovic	Tom Watson
Fire Protection Services		
13. LJVFS Relief Association Representative	Sara Shah	Tom Watson
14. Member, Lake Johanna Fire Dept. Board of Directors	Tom Watson	Sara Shah
Communication and Public Information		
15. North Suburban Cable Commission Representative	Sara Shah	Kara Ries
Associations and Relationships		
17. Liaison/Home Owners Associations (NOHOA)	N/A	
18. Ramsey Co. League of Local Governments Board of Directors	Sara Shah	Jim Hara
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		
22. Natural Resources Commission Members	Damien LePoutre, David White, Bob Larson, Penny Kianian, Shannon Dunn	N/A
22 a. Pesticide Committee	Winsor, Dahlquist	
23. NRC City Council Representative	Jim Hara	Tom Watson
24. Wildlife Manager	Jim Hara	Kevin Kress
25. Tick Borne Disease Task Force	Merge into NRC (Andrew Hawkins)	
26. Tick Borne Disease Chair	Brooke Moore	
27. Recycling Task Force	Kara Ries	Stephanie Marty

28. NOHAAP	Sara Shah	
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Citations	2021
Authorized to issue citations and cease and desist orders:	L. Ohman (Building Official) K. Kress (City Administrator) Animal Control Officers J. Thomson (City Attorney) Deputy Mike Burrell, RCS
Contract Services	2021
1. City Civil Attorney	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
6. City Engineer	Tim Korby and John Morast, HR Green
7. City Forester	Mark Rehder
8. City Planner	
9. City Weed Inspector	K. Ries, 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 13th day of January, 2022.

By: _____

Kara Ries

Its: Mayor

Attested:

By: _____

Kevin Kress

Its:

City Administrator

2022 MEETING SCHEDULE

	<u>CC</u>	<u>NRC</u>	<u>PC</u>
JAN	13	20	27
FEB	10	17	24
MAR	10	17	31
APR	14	21	28
MAY	12	19	26
JUN	9	16	30
JULY	14	21	28
AUG	11	18	25
SEPT	8	15	29
OCT	13	20	27
NOV	10	17	Tbd
DEC	8	15	Tbd



CITY OF NORTH OAKS
 RAMSEY COUNTY, MINNESOTA
 ORDINANCE NO. 138

AN ORDINANCE AMENDING CITY CODE TITLE IX, GENERAL REGULATIONS REGARDING THE 2021 FEE
 SCHEDULE FOR THE CITY OF NORTH OAKS

THE CITY COUNCIL OF THE CITY OF NORTH OAKS ORDAINS AS FOLLOWS:

Section One. Title IX, General Regulations of the North Oaks City Code is hereby amended as follows.

City of North Oaks
 Ordinance 138 2022 Fee Schedule

I. Administrative		
Dogs/Cats Licenses	For length of rabies certificate	\$15.00
Copying General City Material		\$0.25 per 8 ½ x 11 page; \$0.50 large. Add postage if mailing.
Color Maps (8.5 x 11)		\$2.00
Color Maps (11 x 17)		\$4.00
Street Maps		\$2.00
As-Builts (11 x 17)		Based on number of copies and staff time

Room Rental City Hall, Community Room	North Oaks community groups may use the room free of charge.	\$75 half day, \$100 full day
Room Rental City Hall, Small Conference Room		\$75 half day, \$100 full day
Damage/Lost Key Fee	Users are responsible for returning the room to the condition they found it in or there will be fee of \$100 charged. If a key is lost or not returned to City Hall within 2 days of the rental date of the room, a fee of \$100 will be charged.	\$100
Duplicate Meeting DVDs	A copy of videotaped City Council or Planning Commission meetings	\$35
Notary Fee		No charge
II. Building Construction		
Building Permits		Fees based on valuation of project.
License Verification	Per permit	Refer to permit. Reinspection fee \$70.
State Surcharge Based on Valuation		Fee based on 2018 State Statute 326B.148
State Surcharge Fixed Fees		Fee based on State Statute 326B.148
Contractor License: General	License good through December 31 of current calendar year.	\$40

Contractor License: Mechanical	License good through December 31 of current calendar year.	\$40
Contractor License: Outside Sewer/Water	License good through December 31 of current calendar year.	\$100
Plumbing Permits		Refer to permit
Electrical Permits		Refer to permit
Mechanical Permits		Refer to permit
Fire Protection Permits		Fees shall be based according to State Statute 326B.153 and are determined by the City s Building Official
III. Liquor and Tobacco Licensing		
On-Sale Liquor License	License good for one year	\$1,250.00
On-Sale Club Liquor License	License good for one year	\$650.00
On-Sale Wine Only License	License good for one year	\$250.00
Off-Sale Liquor License	License good for one year	\$100.00
Minor Consumption Violation with Server Training	First Violation	\$105.00
	Second Violation	\$525.00
	Third Violation	\$1,050.00
	Fourth Violation	\$1,575.00
Minor Consumption Violation without Server Training	First Violation	\$525.00
	Second Violation	\$1,050.00
	Third Violation	\$1,575.00
	Fourth Violation	\$2,100.00 and may be subject to license revocation
Tobacco License	License good for one year	\$200

IV. Planning and Zoning (Each separate land use request shall be charged a separate administrative fee and escrow even if submitted on the same application. Costs expended in reviewing and processing an application will be charged against the cash escrow and credited to the City. Charges to the escrow include planning and engineering staff time, City attorney and consulting fees, and mailing costs. If, at any time, a required cash escrow is depleted to less than 20% of its original amount, the applicant shall deposit additional funds in the cash escrow account as determined by the City. The escrow may be reduced or increased by the City Planner on a project by project basis.)

Description:	Escrow Fees:	Initial Application Fees:
Preliminary Plat	Administrative Fee	\$450
	Escrow	\$1,000
Final Plat	Administrative Fee	\$450 + \$25 per each new lot created
	Escrow	\$1,000
Lot Split/Minor Subdivision	Administrative Fee	\$450
	Escrow	\$1,000
Rezoning or Comprehensive Plan Amendment	Administrative Fee	\$350
	Escrow	\$1,000
Variance Adjustment	Administrative Fee	\$450
	Escrow	\$1,000
Conditional Use Permit	Administrative Fee	\$450
	Escrow	\$1,000
Planned Unit Development Master Plan or Special Development Plan Master Plan	Administrative Fee	\$450
	Escrow	\$1,000
Final Planned Unit Development or Final Special Development Plan	Administrative Fee	\$450
	Escrow	\$1,000
Planned Unit Development Amendment or Special Development Plan Amendment	Administrative Fee	\$450
	Escrow	\$1,000
Concept Review	Administrative Fee	\$150
	Escrow	\$1,000
Site Plan Review	Administrative Fee	\$450

	Escrow	\$1,000
City Code Amendment	Administrative Fee	\$450
	Escrow	\$1,000
Zoning Code Amendment	Administrative Fee	\$450
	Escrow	\$1,000
Land Use Requests Not Already Specified	Administrative Fee	\$150
	Escrow	\$1,000
Appeal of Administrative Zoning, Sign, or Subdivision Decisions	Administrative Fee	\$150
	Escrow	\$1,000
V. Water, Sewer, and Septic Charges		
Water: Residential (White Bear Township)		
Water Permits Hook-Up Fees		\$4,450.00 per household
Water Meter/Spacer Charges		Based on meter size: Contact City Staff for quote
Water: Residential (Shoreview)		
Water Permits Hook-Up Fees		\$3,790.00 per household
Water Availability Charge		\$40.00 per unit
Escrow/Maintenance Fee		\$45.00 per household
Water Usage Charge:	Tier 1 - 5,000 gallons of water per unit	\$2.35 per 1,000 gallons
	Tier 2 - 5,000 gallons of water per unit	\$3.77 per 1,000 gallons
	Tier 3 - 20,000 gallons of water per unit	\$5.21 per 1,000 gallons

	Tier 4 - All remaining water	\$8.59 per 1,000 gallons
Water Meter/Spacer Charges		Based on meter size: Contact City Staff for quote
Water: Commercial (Shoreview)		
Water Availability Charge		\$40.00 per unit
Escrow/Maintenance Fee		\$25.00 per unit
Water Usage Charge:	Tier 1 - first 50,000 gallons of water	\$3.77 per 1,000 gallons
	Tier 2 - Next 1,150,000 gallons of water	\$5.21 per 1,000 gallons
	Tier 3 - All remaining water	\$8.59 per 1,000 gallons
Sewer		
Sewer Access Charge	Set by Met Council Annually	\$2,485.00
Flat Rate Sewer User Fee	Residential Flat Rate	\$75.00
Escrow/Maintenance Fee		\$25.00 per household
Septic		
ISTS Pumping Report	Submitted by Septic Pumper	\$20
ISTS Install Application		\$450
Tank Replacement		\$200
ISTS Performance System (Type IV)		\$795
VI. Miscellaneous/Retail Activities		
Charitable Gambling Permit Per Minnesota State Statute, Chapter 349		No charge + letter
Massage Therapy License	License good for one year	\$50

VII. Rental Licenses		
Rental License	License good for one year	\$100
VIII. Arborist/Forestry and Shoreland Permits and Licenses		
Arborist License	License good for one year	\$100
Emerald Ash Borer Inspection		\$75 per lot
Forestry Permit Shoreland		\$100
Forestry Residential Lot Evaluation		\$75 per lot
Shoreland Permit		\$350
IX. Signs		
Initial Fee	Per Sign	\$50.00
X. Miscellaneous Fees/Permits		
Staff Research		\$53.00 per half hour
Tobacco Sales, Illegal	First Offense	\$150.00
Tobacco Sales, Illegal	Second Offense within 24 months	\$600.00
Tobacco Sales, Illegal	Third Offense within 24 months	\$1,050.00 and 7 business day suspension or 30 day suspension of license + admin fine of \$250
Tobacco Sales, Illegal	Fourth Offense within 24 months	Revocation of the license for a one year period
Candidate Filing Fee		\$2.00
Insufficient Funds/Returned Check Fee		\$35.00
Penalties for Late Payment	Failure to pay any penalty imposed shall be grounds for the suspension or termination of	10% of license fee or \$32.00, whichever is greater
XI. False Alarm Fees		
False Alarm	First three alarms	No charge + letter
False Alarm	Fourth alarm	\$150.00 per alarm

False Alarm	Fifth and each thereafter	\$175.00 per alarm
XII. Recycling Fee		
Per Residential Parcel	Annual	\$175.00

Section Two. Effective Date. This Ordinance shall be in full force and effect upon its adoption and publication as provide by law.

Passed in regular session of the City Council on the 13th day of January, 2022.

CITY OF NORTH OAKS

By: _____
 Kara Ries
 Its: Mayor

Attested:

By: _____
 Kevin Kress
 Its: City Administrator

(Published in the _____ on _____, 2021)

December Month in Review



Rehder Forestry Consulting

December 2021

- Presented Arborist workshop on Dec. 15th, with a follow up on December 23rd.
- Homeowner calls at @ 13 Red Fox Rd
- Ordered 500 seedlings for distribution to North Oaks residents for Arbor Day, the Garden Club, and other suitable events for as long as seedlings last.
- We have provided copies to City Hall and NOHOA of the spreadsheets we use to document diseased trees so that they are available to staff as needed.
- Ash tree inspections are in full effect, and we are working with residents to educate and inform on their options as Emerald Ash Borer continues to impact the community.
- Compliance checks for timely removal of diseased oaks continues. Deadline for removal is February 1st, 2022.

NORTH OAKS

Permits Issued & Fees Report - Condensed

Issued Date From: 1/1/2021 To: 12/31/2021

Permit Type: All Property Type: All Construction Type: All
 Include YTD: No Status: Not Voided

Permit Kind	Permit Count	Valuation	Revenue	Plan Check	State Surcharge	Total Fees
Permit Type: BUILDING						
COMMERCIAL ALTERATION	1	75,000.00	985.40	634.01	37.50	1,656.91
COMMERCIAL NEW CONSTRUCTION	1	2,337,580.00	12,667.65	8,227.47	1,001.27	21,896.39
COMMERCIAL RE-ROOF	1	108,000.00	1,250.65	806.42	54.00	2,111.07
COMMERCIAL SIGNAGE	1		5.00			55.00
RESIDENTIAL ACCESSORY STRUCTURE	7	325,350.00	4,181.20	2,672.28	162.67	7,016.15
RESIDENTIAL ADDITION	4	146,000.00	2,448.60	1,565.60	73.00	4,087.20
RESIDENTIAL ALTERATION	55	3,129,464.69	38,094.70	23,162.49	1,564.73	63,096.00
RESIDENTIAL DECK	28	585,443.90	10,635.75	6,734.53	292.72	17,663.00
RESIDENTIAL DEMOLITION	3	67,340.00	1,283.85		33.67	1,317.52
RESIDENTIAL FIREPLACE	2	22,470.00	501.45		11.23	512.68
RESIDENTIAL NEW CONSTRUCTION	17	18,777,664.00	117,089.30	75,721.28	8,553.56	245,474.14
RESIDENTIAL POOL	10	808,600.00	9,659.00	6,213.37	404.30	17,080.82
RESIDENTIAL REPAIR/REPLACE	8	91,550.00	1,970.15		45.77	2,015.92
RESIDENTIAL RE-ROOF	42	1,324,108.38	21,950.85		662.04	22,612.89
RESIDENTIAL RE-SIDE	12	419,090.00	6,245.95	204.88	209.54	6,660.37
RESIDENTIAL Solar Fees: Use Table	4	129,196.00	2,043.80	1,302.47	64.59	3,410.86
RESIDENTIAL WINDOWS/DOORS	49	1,497,223.61	23,082.20	793.26	748.60	24,624.06
Permit Type: BUILDING - Totals	245	29,844,080.58	254,095.50	128,038.06	13,919.19	441,290.98
Permit Type: ELECTRICAL						
COMMERCIAL ALTERATION	2		145.00		2.00	147.00
RESIDENTIAL ADDITION	1		158.00		1.00	159.00
RESIDENTIAL ALTERATION	217		16,580.00		217.00	16,797.00
RESIDENTIAL NEW CONSTRUCTION	9		2,043.00		9.00	2,052.00
RESIDENTIAL ORDER FOR PAYMENT	34		2,800.00			2,800.00
RESIDENTIAL REPAIR/REPLACE	2		159.00		2.00	161.00
RESIDENTIAL Solar Fees: Use Table	4		920.00		4.00	924.00

Permit Kind	Permit Count	Valuation	Revenue	Plan Check	State Surcharge	Total Fees
Permit Type: ELECTRICAL - Totals	269		22,805.00		235.00	23,040.00
Permit Type: MECHANICAL						
COMMERCIAL ALTERATION	1		90.00		1.00	91.00
COMMERCIAL HVAC	2	133,500.00	1,728.75		66.75	1,835.50
RESIDENTIAL ALTERATION	119		7,045.00		119.00	8,218.00
RESIDENTIAL FIREPLACE	46		2,367.00		46.00	2,620.00
RESIDENTIAL HVAC	36		2,540.00		36.00	2,576.00
RESIDENTIAL NEW CONSTRUCTION	10		1,869.00		10.00	2,020.00
Permit Type: MECHANICAL - Totals	214	133,500.00	15,639.75		278.75	17,360.50
Permit Type: PLUMBING						
COMMERCIAL ALTERATION	1		60.00		1.00	61.00
RESIDENTIAL ALTERATION	9		497.00		9.00	506.00
RESIDENTIAL NEW CONSTRUCTION	4		1,120.00		4.00	1,124.00
RESIDENTIAL PLUMBING FIXTURES	102		8,935.00		102.00	9,083.00
Permit Type: PLUMBING - Totals	116		10,612.00		116.00	10,774.00
Permit Type: SEPTIC INSTALL - TYPE 1-3						
RESIDENTIAL NEW SEPTIC	24		10,800.00			10,800.00
RESIDENTIAL SEPTIC REPAIR	1					200.00
Permit Type: SEPTIC INSTALL - TYPE 1-3 - Totals	25		10,800.00			11,000.00
Permit Type: SEPTIC INSTALL - TYPE 4						
RESIDENTIAL NEW SEPTIC	2		1,590.00			1,590.00
Permit Type: SEPTIC INSTALL - TYPE 4 - Totals	2		1,590.00			1,590.00
Permit Type: Septic Tank Replacement						
RESIDENTIAL ALTERATION	1					200.00

Permit Kind	Permit Count	Valuation	Revenue	Plan Check	State Surcharge	Total Fees
Permit Type: Septic Tank Replacement - Totals						
	1					200.00
Report Totals	872	\$29,977,580.58	315,542.25	128,038.06	14,548.94	505,255.48



▷ 2550 University Avenue West | Suite 400N | St. Paul, MN 55114
Main 651.644.4389 + Fax 651.644.9446

▷ HRGREEN.COM

1/13/2022

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

Re: December 8th, 2021 – January 13, 2022 Engineering Review Items

Dear Mayor, Council and Mr. Kress,

Here is a brief summary of the city projects that I reviewed and worked on this past month for discussion at the City Council meeting –

1) Development Project update and summary – Much of our time this month was spent on punch list meetings for the various development projects occurring in North Oaks. Here is a summary of those projects and the update where each of them are at as of today –

- **Anderson Woods** – Inspections and testing of utilities all month. They finished the utilities and the base paving. We have prepared the first punch list showing the items that we require be corrected. Here is a list of the remaining items –

Sanitary sewer

Submit televised inspections of the sanitary sewer
Inspect manholes and clean debris if needed

Water

Submit results of negative bacteria test
Raise all valves after wear course and final grading behind the curb has been completed
Perform electrical conductivity test on installed watermain

Street Improvements

Submit subgrade test roll results from American Testing
Submit test report from American testing based upon cylinders taken from curb concrete
Submit test report from the bituminous samples taken from the base course
Submit plant tickets for base course
Install Bituminous wear course
Submit plant tickets for wear course
Submit test report from the bituminous samples taken from the wear course

Erosion control

Following installation of small utilities reshape boulevard and sod 3' behind the curb
install filtration basin as per plan sheet 4 of 8
Seed and mulch (or remove) stockpile at the end of the CDS

Remove silt fence after 80% vegetation is established

Restore receiving bore pit as follows:

Regrade, topsoil and seed disturbed area

Cass 5 county road shoulder to be consistent with existing shoulder

Restripe fogline

- **Nord Development** – We completed the initial punch list including items that we want to be corrected including the following -

Street

Remove failed base course along edge of CDS and restore bituminous
Final wear course construction

Erosion control

install filtration basin as per plan sheet 4 of 8

Clean riprap in filtration base prior to installing filter media

Remove silt fence after 80% vegetation is established

remove WMCO filters from catchbasins after home construction disturbance is vegetated.

Miscellaneous construction

regrade and stabilize vegetation after small utility installation

- **Island Field Plan Review –**

Inspections include roll test and testing of the utilities. They completed **part of** the watermain, sewer main, road grading, stormwater, and site grading. Completed watermain crossing on Centerville Road. Waiting for the Company to complete the connection point in Township. Will do lift station next year. Here is the work that remains –

- Water remaining parts
- Stormwater
- Streets
- Turn Lane
- Sewer/lift station

- **Red Forest Development –**

We are 90% done with our review of the plans and submitted our comments. We have had several meetings to review this and other projects with the Company. No construction has commenced. We are currently reviewing the project for completeness.

- **Rapp Farms –**

Completed an update for the punch list items including 2 onsite walk-through meetings with the Company and NOHOA. Still finalizing the items that need to be completed and the retainage that needs to be maintained to insure the City that this work is fully completed. We added emergency siren to the list.

- **Gate Hill Plan Review –**

On hold.

2) **Multiple Housing plan reviews/variances/CUP's/bluff calculations –**

- 6 Sherwood – We spent a lot of time on this one, looking at the height CUP and the groundwater elevation
- 5 Spring march Ln
- 4 Creekside lane – septic variance
- 5460 Hodgson Road – water connection
- 5 Charlie Like Ct
- Nord Lots 1, 2
- 20 Evergreen – bluff analysis
- 16 Cherrywood
- 18 Malcolm
- 1 Sherwood Trail
- 12 Cherrywood

3) **2020 MS4 annual permit application** – We are proposing that the city petition out of the MS4 MPCA program which would save the city money.

- 4) **North Oaks CC - Sanitary sewer system review**
 - Construction is 75% complete including the sewer FM and lift station to serve the golf course. We were on-site doing inspections, and had several meetings including construction update meetings.
 - City is assisting with permits and JPA's with Shoreview and WB Township.

- 5) **Attended council meeting and (2) planning commission meetings**

- 6) **City of North Oaks 2040 Comprehensive Plan** – HR Green staff revised maps for final Comp Plan. Believe it will be approved by Met Council at their next meeting.

- 7) **Monthly meeting with Ramsey County** – Meet with County to coordinate any projects.

- 8) **North Oaks Surface Water Management Plan** – Waiting for Met Council approval.

- 9) **North Oaks Master Utility Plan** – Kickoff meeting to update the existing 2015 City Master Utility Plan.

- 10) **Charley Lake development water connection feasibility study** – Completed the feasibility study including our analysis of their existing water system. The study concluded that connecting to the City of Shoreview's water system using the existing water distribution system for Charley Lake is the most cost-effective means to address their water needs versus the cost of upgrading the existing system and not connecting to Shoreview's water system. We presented the final report to their Board. Waiting for authorization for the next step if any. Their HOA BOD voted to move forward with construction and connection to the City of Shoreview's water system; once the City Council gives their approval and authorization.

- 11) **Met with the Company to review retainage on outstanding projects** – Field inspection of Rapp Farms to review punch list items as well as other past projects.

- 12) **Leak detection** - Met with City staff and Shoreview staff to review meters to determine if and where we are losing water or are meters miss reading. Conclusions that potential water loss coming from some of the following –
 - a. Potential Leak in system

- b. Contractors taking water for construction
- c. Non-calibrated meters; both city and individual – meters potentially not reading properly

Will continue to work with staff to determine how best to fix water loss issue.

13) Other City Engineering items –

- Rap Farms Speed Limits
 - o Develop public notice to distribute and post
 - o Review existing sign locations, sizes, types, etc. for speed limit sign placements
- Sign Inventory - Request to review all existing signs
 - o Review sign locations, types, reflectivity, heights, etc.
 - o Develop GIS sign database for asset management, maintenance and capital budgeting
- Stop Sign Request
 - o Review request and options
 - Stop sign warrants
 - Education
 - Enforcement
- Trail projects
- Zebra Mussel/water quality study – have preliminary scope
- Asset Management
 - o A GIS sign inventory could be the start of an asset management program
 - o Helping identify public works assets and plan for maintenance, repairs, improvements and replacements

Thank you for allowing myself and HR Green to assist you with your City of North Oaks Engineering needs. If you have any questions, feel free to call me at 612-655-9878 or email me at tkorby@hrgreen.com.

Tim Korby, PE

North Oaks City Engineer