



CITY OF NORTH OAKS

Regular City Council Meeting
Thursday, December 14, 2023
7:00 PM, Community Meeting Room, 100 Village Center Drive
MEETING AGENDA

Remote Access - *City Council members will participate in person in Council Chambers (Community Room, 100 Village Center Drive, Suite 150, North Oaks, MN) during the meeting. Members of the public are welcome to attend. Any person wishing to monitor the meeting electronically from a remote location may do so by calling the following Zoom meeting videoconference number: 1-312-626-6799, Webinar ID: 862 1439 0127 or by joining the meeting via the following link:
<https://us02web.zoom.us/j/86214390127>.*

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

Arborists: Birch Tree Care; Bratt Tree Co; FA Bartlett Tree Experts; New Horizons Tree & Landscaping;
Mechanical: Air Quality Services, Le's Heating and Air Inc.

6b. Approval of City Financials

6c. Approve City Council Meeting Minutes of 10.12.23 and Special City Council meeting of 11.30.2023

[11.09.2023 City Council.pdf](#)

[11.30.2023 Special City Council Minutes.pdf](#)

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

7a. Deputy Lassegard Monthly Report
[December 2023 CouncilMeeting.pdf](#)

8. Unfinished Business

8a. Update and discussion and possible action on CLCA water connection with Shoreview
[CLCA memo to CityNO Council cost share 6dec2023.pdf](#)

9. New Business

9a. Discussion and possible action on Earned Sick and Safe Time Leave Policy and Personnel Policy updates
[ESST Memo to Council.pdf](#)

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

[Draft Budget 2024 12-06-23.pdf](#)

[Copy of Property tax levy spreadsheet updated 12-11-23.pdf](#)

[XXXX. Approving Final 2023 24 Tax Levy.pdf](#)

10. Council Member Reports

11. City Administrator Reports

12. City Attorney Reports

13. Miscellaneous

13a. MMCD 2023 - Annual Mosquito Control Report
[Mosquito Control District 2023 summary.pdf](#)

14. Adjournment - *The next meeting of the City Council is*

**North Oaks City Council
Meeting Minutes
North Oaks City Council Chambers
November 9, 2023**

1. CALL TO ORDER

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

2. ROLL CALL

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

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

Others Present: Videographer Kenny Ronnan.

A quorum was declared present.

3. PLEDGE OF ALLEGIANCE

Mayor Wolter led the Council in the Pledge of Allegiance.

4. CITIZEN COMMENTS

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

5. APPROVAL OF AGENDA

Administrator Kress requested items 8c and 8d be removed from the agenda.

MOTION by Shuman, seconded by Shah, to approve the Agenda as amended.

Member Watson noted under 8d, the Sheriff's contract will be reviewed and he has prepared a PowerPoint presentation. Mayor Wolter stated since the contract has just been received this evening, the discussion will be held at the December meeting. Member Shah stated everyone is aware the contract is ending December 31, 2024 and the Council agenda states Review of 2024 budget. She would agree to an update today. Mayor Wolter stated the PowerPoint presentation will be reviewed as an update.

Motion carried unanimously by roll call vote.

6. CONSENT AGENDA

- a. **Approval of Licenses.**
- b. **Approval of City Council Meeting Minutes of October 12, 2023.**
- c. **Approve 2024 Recycling Charge – Resolution 1498.**
- d. **Approve City Financials.**
- e. **Amendment to the Northeast Youth & Family Services Conduit Revenue Note.**
- f. **Approval of Resolution 1500 Requesting 2024 Score Grant Funds.**

**MOTION by Watson, seconded by Azman, to approve the Consent Agenda as presented.
Motion carried unanimously by roll call vote.**

7. PETITIONS, REQUESTS & COMMUNICATIONS

a. Deputy Matt Lassegard Report

Deputy Lassegard gave a summary of the written report noting there were 179 calls for service. He noted there was a theft where movers allegedly stole money and jewelry. There were four trespassers with one being cited and three being warned. The two drunk driving arrests caused accidents with no injuries. Deputy Lassegard encouraged people to close their garage doors. The most recent fraud cases are targeting seniors during open enrollment for Medicare. He gave kudos to the manager of the UPS Store in the strip mall who noticed an elderly customer who was flustered and attempting to mail something. She confronted him and called the Sheriff. It was found he was attempting to mail \$12,000. The mailing was stopped and the family of the individual was contacted to make sure someone was watching over him. There was another Bitcoin fraud in Shoreview. Mayor Wolter noted another scam is when people are using their computer and a notice comes up asking for banking information.

Member Watson stated he has noticed on the daily report an increase on the number of calls for house alarms. Administrator Kress stated a resident was contacted after a number of calls and it was corrected. Member Azman asked about the fine for repeated calls. Member Watson stated the fines increase after a number of calls. Administrator Kress stated the first fine is \$150 and subsequent fines are \$175 per call.

Deputy Lassegard announced there will be a Block Captain informational meeting on January 16, 2024 at 6:30 p.m. at 1425 Paul Kirkwold Drive in Arden Hills. Deputy Lassegard also announced he has written articles for the *North Oaks News*.

Member Shuman suggested per capita information on crime be calculated and communicated, which can be discussed in the future. Deputy Lassegard stated he will include in his yearly review. Member Shah requested mail package theft and car theft information also be included.

8. UNFINISHED BUSINESS

a. Review of 2024 budget.

Member Watson prepared a PowerPoint summary of the Sheriff's contract. The agreement expires December 31, 2024 and the following cities are parties to the agreement: Arden Hills, Falcon Heights, Little Canada, North Oaks, Shoreview, Vadnais Heights and Township of White Bear. Member Watson reviewed the North Oaks objectives and the 2020 and 2022 Sheriff's annual report, noting medical calls are 28% (Waverly Gardens). He stated a fee is paid by Waverly Gardens rather than taxes because they are a non-profit. Member Azman stated they do pay NOHOA dues the equivalent of 30 units. Member Watson continued the presentation, noting assist fire was 6%, alarm calls 10%, traffic 18%. Member Watson displayed a chart showing calls by class – crimes against persons, property, traffic related calls, quality of life calls, and other/misc. calls for service between 2016 and 2022. North Oaks is running 1,500 calls with the total for all cities being 32,000 calls. The proposed 2024 budget for RCSO Services is increasing \$103,140 (11%). The entire budget for North Oaks is increasing 9% so something else will need to be cut to absorb this increase. Member Watson stated there are 3.34 FTE allocated into the contract. There are 35 deputies in total that are part of the 7 city contract. North Oaks has a separate page for 1 FTE deputy. He had requested a community service officer work in North Oaks 8 hours a day/40 hours a week. It was noted that the decision was made to go with a deputy

rather than a community service officer at an increased cost of \$156,000 so North Oaks is being charged twice. Member Watson reviewed the increases over the years along with the cost model. He suggested a sub-group take a serious look at the numbers. North Oaks obligation for the 3.34 FTE patrol is \$595,097 and the 1.0 FTE is \$156,373. He would like to see information on who is representing the Sheriff's office in North Oaks and who is included in the 4.34 FTEs. He reviewed with the City Administrator about having a separate contract for the 1.0 FTE North Oaks deputy and suggested there be a discussion with the Sheriff's office regarding the 11% increase.

Member Shuman asked when the leverage on the contract begins and Member Watson stated April 2024.

Member Shah asked how he thinks the 11% increase is negotiable. Member Watson stated the contract should be distributed to the City Council. Member Shah stated she wants to make sure North Oaks is getting its monies worth. There is no alternative law enforcement agency. Member Watson stated the 2024 budget for North Oaks needs to be set in December 2023 for 2024. Mayor Wolter asked Staff if this could be negotiated before the end of the year. Administrator Kress stated the Sheriff's office is doing us a favor by sending us the budget now.

Mayor Wolter stated she thought this is why there was no work session to discuss it. Administrator Kress read excerpts from the contract, noting the Council will have until January 31, 2024 to negotiate the 2024 budget.

Member Watson explained why he feels North Oaks is being charged double. Member Watson will send to Member Azman the data he has received and it can be discussed further. Mayor Wolter asked Member Watson if he has ever received data from the Sheriff's department and Member Watson stated he has not.

Member Azman asked if the FTEs were decreased, would there be a lack of service. Member Shuman asked if the one additional FTE were dropped, would that work. Administrator Kress stated there are a couple of options – to get out of the contract entirely and they would still need to provide the service without the allocation of deputies. There would be no guarantee on the number of deputies provided. Currently, they are guaranteeing 4.34 FTE. Member Azman asked if there aren't experts that determine, according to population, how many FTEs are needed. Administrator Kress stated every city is short so every city bought extra deputies for coverage when the contract was established. Member Azman asked if there was ever a service call with no deputy response. Administrator Kress stated not that he is aware of. Deputy Lassegard was hired for community presence and during his shift, he is in North Oaks but he can be called to other areas when needed. There are risks in trying to negotiate the contract.

Member Watson stated there is a 9-month notice clause if North Oaks were not to renew the contract. Mayor Wolter suggested taking a hard look at this. She liked it when there was a community service officer on duty. The City Attorney stated she has been reviewing the contract and the City does have the ability to meet and confer by January 31, 2024. She read excerpts from the contract, noting if an agreement is not reached, the City will be billed for services.

Member Watson stated he is not interested in playing hardball. He questioned whether the algorithm has been updated in recent years. He understands other cities may be looking for other providers. If one of the cities departs from the contract, North Oaks ends up with a larger bill. He would like to add an additional community service officer so North Oaks would have coverage 16 hours a day.

Member Shah agreed we need accountability. She suggested the Council have a work session or two to review. Mayor Wolter suggested leaving the 2024 contract as it is. Member Watson stated 50% of the services provided have nothing to do with traffic or crime. Administrator Kress will schedule some work sessions in the January – February timeframe.

Administrator Kress reviewed the 2024 contract for Timesaver. He suggested cancelling the contract as most of the development is completed. He stated it is a pretty expensive contract. They are increasing the rates \$1.50 an hour and \$.50 per page for a 5.25% increase. He is not comfortable with that for minute taking. There may be something that comes up where it would be needed. This could reduce the budget. Staff will continue to look for further ways to reduce the budget. He asked Council to give any input to him.

Member Azman asked if less could be allocated for the Sheriff's contract. This would send a message that further discussion is necessary. Administrator Kress stated the dollars could be moved to another line item within the General Fund.

Administrator Kress summarized that TimeSaver would be removed. He would like to see any other tweaks from the Council by Monday. Member Azman asked if City Staff would be doing the minutes in the future. Administrator Kress stated the TimeSaver contract runs through 2023. TimeSaver was only being used for more robust meetings. Member Watson stated we would not be saving any money by getting rid of TimeSaver because the work will still need to be done at a different rate of pay. The minutes do not need to be really detailed. Member Watson asked when salaries will be reviewed and Administrator Kress stated that will be done in December.

Mayor Wolter suggested the Sheriff's contract be discussed at the meeting with the other cities.

b. Security Update

Mayor Wolter stated she received a petition in regard to security items being explored by NOHOA, the City, North Oaks Company and the SAFE Committee. Member Shuman and the Security Task Force will look at the list of concerns submitted and continue to give information to the community. Member Shuman stated they will be publicly noticing the Task Force meetings. He suggested anyone with a question can feel free to call him. For neighborhood watch, the City needs to leverage the power of the homeowner's association, the SAFE Committee, and the Ramsey County Sheriff's office to identify where within the community there are cool spots where neighborhood watch captains can be added. The Emergency Notification System has been selected. He explained how the system works. The license plate recognition cameras questions have been passed onto the provider for responses. There needs to be a contract signed with Convergent Genotech before they will begin work. There are four spots suggested for the cameras and Rapp Farm has been asked to participate. He explained the process going forward with Convergent.

Member Watson asked about the petition and Mayor Wolter asked Administrator Kress to distribute the petition to the Council. Member Shuman stated the money for this contract is in the budget for these security initiatives. City Attorney Nason stated the Council can deal with this as they wish. Member Shuman stated there has been transparency regarding this entire process. Member Watson stated since the petition was sent to the City Council he takes it personally.

~~e. Update on CLCA water project.~~

~~d. Discussion and possible action on Ordinance Amending City Code Title XV, Chapter 151, regarding solar energy systems.~~

9. NEW BUSINESS

a. Discussion and possible action on deer management program.

Administrator Kress stated staff has reached out to the USDA for a proposal. The proposal came back to \$56,700 to include 40 scouting/bait stations and up to 20 visits to conduct white tail control activities. They are the only provider for deer management services and they are flexible as to whether to do trapping or sharp shooting. A do-not-exceed dollar amount can be set. The cost to do a flyover to view the deer population would be \$320/hour plus possibly staff time. Flyover's have been done every 5 years and more frequently some years.

Member Azman asked what was in the budget and Administrator Kress stated \$15,000 per year split between two years. Member Azman stated he would support the program. Member Shuman stated he likes the do-not-exceed limit, noting that nothing has been done since January 2021. Member Shah supports taking action and suggested reducing it to 10 visits with reporting on how many deer were taken each visit. Member Watson stated he would not be interested in spending money until an aerial count is done. Member Shah stated there needs to be good conditions to get a good aerial count, which happened two years in the past. Mayor Wolter suggested finding another option to see if other companies can be licensed in Minnesota to do the management. Administrator Kress stated bow hunting could be a possibility. Mayor Wolter also suggested asking residents to report where they are seeing deer. Administrator Kress commented on another deer management organization which he will further research.

MOTION by Shah, seconded by Azman, to begin the deer management program starting at 10 visits and ask for a daily report on how many deer were taken and authorizing the Mayor and City Administrator to move forward signing the contract. Motion carried by roll call vote (Watson – opposed).

Member Watson stated with the high cost he would approve with the aerial count being done first, consider it at the December meeting, and allow City Administrator to research the bow hunting option. He does not want them to go randomly throughout North Oaks looking for a deer. Administrator Kress stated Ben Walenski does not feel an aerial survey would be necessary. Administrator Kress suggested other methods be used to obtain a deer count rather than an aerial survey. It was noted that deer removal would not happen until January.

MOTION by Watson to begin the deer management program after an aerial survey is conducted. Motion failed for lack of a second.

Member Azman agreed there should be a flyover but not conditioning the deer management program with the flyover.

MOTION by Azman, seconded by Shuman, to authorize Administrator Kress to proceed to contract with the County to schedule an aerial survey as soon as possible in light of weather conditions. Motion carried unanimously by roll call vote.

10. COUNCIL MEMBER REPORTS

Member Watson had no report.

Member Shuman stated the next Safety Task Force meeting will be scheduled and publicly noticed. Those that signed the petition will be invited to attend.

Mayor Wolter stated they have been meeting on the Master Infrastructure Plan. An interactive website is being created for North Oaks residents. She has been working with the City Planner for the Aging in Place Grant. They are working on a community event for those 50 years and older to provide input on what the older residents are looking for.

Member Shah stated the Fire Board meeting was held in October. There is not enough support to move forward with a Fire District. The Holiday Home Tour is coming up November 17-18.

Member Azman attended the Relief Association meeting for the Fire Department. The Cable Commission meeting was also attended. The Planning Commission met a couple of weeks ago to discuss some updates to the ordinances and the garage size for CUP is still being discussed. Noise ordinances were also discussed without having a way to measure decibels.

11. CITY ADMINISTRATOR REPORTS

Administrator Kress stated the contractor that did the upstairs said he has some time this winter to finish the back wall of the Council chambers along with other updates. These modifications will be done in December. Member Shah requested the remainder of the Council be given the plans.

12. CITY ATTORNEY REPORTS

None.

13. MISCELLANEOUS

Trees were ordered for next year.

14. ADJOURNMENT

MOTION by Watson, seconded by Azman, to adjourn the meeting at 9:20 p.m. Motion carried unanimously by roll call.

Kevin Kress, City Administrator

Krista Wolter, Mayor

Date approved _____

**North Oaks City Council
Special Meeting Minutes
North Oaks City Council Chambers
November 30, 2023**

1. CALL TO ORDER

Mayor Wolter called the meeting to order at 6:00 p.m.

2. ROLL CALL

Present: Mayor Krista Wolter, Councilor Sara Shah, Tom Watson, John Shuman.

Absent: Councilor Mark Azman

Staff Present: Administrator Kevin Kress, Attorney Bridget Nason

A quorum was declared present.

3. Discussion Item(s)

3a. Discussion and possible action on switching legal firm to Kennedy and Graven Chartered, including contract materials and amending annual appointment resolution.

MOTION by Tom Watson, seconded by John Shuman, to approve Kennedy & Graven as City Attorney firm. Motion carried unanimously by roll call.

MOTION by Tom Watson, seconded by Sara Shah, to appoint Bridget Nason of Kennedy and Graven as City Attorney. Motion carried unanimously by roll call.

MOTION by Tom Watson, seconded by Sara Shah, to approve Resolution 2023-1501 to amend the resolution of 2023 City appointments. Motion carried unanimously by roll call.

3b. Approval of Resolution for 2024 Liquor Licenses

MOTION by Tom Watson, seconded by Sara Shah, to approve the 2024 Liquor Licenses. Motion carried unanimously by roll call.

13. MISCELLANEOUS

None.

14. ADJOURNMENT

MOTION by Tom Watson, seconded by Sara Shah, to adjourn the meeting at 6:03 p.m. Motion carried unanimously by roll call.

Kevin Kress, City Administrator

Krista Wolter, Mayor

Date approved _____

PUBLIC SAFETY REPORT

Deputy Matt 651-448-1890

Matt.lassegard@co.ramsey.mn.us

○ 137 CALLS FOR SERVICE

▪ NOTABLE

- Thefts at Spring Farm Development. Three over TG weekend.
- Porch Pirate on Cunningham
- Catalytic Converter theft Incarnation Lutheran Church
- Suspicious
 - Mentally ill person in van
 - Kidnapping on Ridge Road, unfounded.
- 25 Alarm calls 8 of which were at Hill Farm Road
- Possible road rage on Leaf Wing Drive.
- 20 Traffic Stops

○ SAFETY AND SECURITY

- Package theft season
- Housing Watch information. Inform neighbors. Snow removal.
- DO NOT CALL DEPUTY MATT FOR IMMEDIATE ISSUES.

○ OTHER

- Block Captain informational meeting **6:30pm JANUARY 16th**
 - **1425 Paul Kirkwold Drive in Arden Hills**

City of North Oaks Council
100 Village Center Drive
North Oaks, Mn 55127

December 6, 2023

Subject: Charley Lake Condo Association connection to Shoreview municipal water project

Mayor Wolter and Council members,

The project to connect our 20 homes to Shoreview municipal water was completed successfully on October 27. We now have a safe and consistent supply of domestic water. The contractor Minger did a good job.

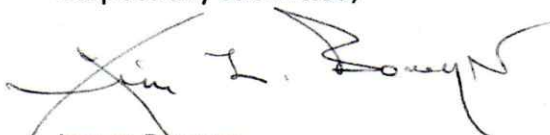
The Charley Lake Condo Association board appreciates all of the hard work that was done, starting in March 2021 to make this connection a reality. Administrator Kress and Councilman Watson were particularly helpful throughout the process. We were particularly pleased that the City would fund this project internally, and that all 20 homes signed special assessment waiver agreements to pay back the cost over a 10 year term.

The Council should be commended for making this connection a strategic one. The pipe size for the connection ended up being 10 inch diameter, reduced at the meter to 8 inches. As was reported several months ago, this connection can serve several thousand homes if and when other west end homes within North Oaks need access to municipal water.

At the July City Council meeting, a discussion occurred regarding the City funding the construction costs of the differential between the 8" pipe size and the actual size that just the 20 homes would have needed. Apparently, there is a potential to use American Rescue Plan funds, to pay for this differential. We would request that this idea be reduced to a specific proposal so that the final assessments can be determined and implemented. **Furthermore, we would propose that at least \$60,000 be committed to this project from the City to fund the differential.**

This project will end up costing over \$400,000 when all of the engineering and legal costs are aggregated with the actual construction costs. This is at least double the estimates that we received, even as late as April of this year. This is a new and vital shared asset to Charley Lake Condominium owners and also to the City. We ask the Council to seriously consider a \$60,000 cost share on this project.

Respectfully submitted,



James Bowyer,

Charley Lake Condo Association Board of Directors Chairman



Kennedy & Graven
Fifth Street Towers
150 South Fifth Street, Suite 700
Minneapolis, MN 55402

MEMORANDUM

TO: City Administrator, Mayor and City Council
FROM: Bridget Nason, City Attorney
DATE: December 5, 2023
RE: Earned Sick and Safe Time Law

Earned Sick and Safe Time Law

Effective January 1, 2024, employers must provide paid earned sick and safe time (ESST) to eligible employees. To be eligible, an employee must work at least 80 hours a year for an employer in Minnesota and not be an independent contractor. This includes seasonal, temporary, and part-time employees. The Minnesota Department of Labor recently clarified that elected officials are *not* considered employees under the ESST law.

At a minimum, the City must provide each eligible employee with at least one hour of ESST for every 30 hours worked, up to 48 hours of accrued ESST a year. Employers may also choose to “front load” ESST hours to employees at the beginning of each year, using either a 48-hour or 80-hour front load option. The 48-hour front load option requires a payout of unused leave at the end of a year and the 80-hour option does not require a payout.

ESST can be used for traditional sick leave purposes, such as the employee’s own illness and preventative care, but employees may also use it for additional reasons, such as caring for a family member (as defined by the law), absences due to domestic abuse, sexual assault or stalking, and closure of the workplace or a family member’s school or care facility due to weather or a public emergency.

Employers that have an existing PTO policy that meets or exceeds the requirements of the ESST law are not required to provide additional paid leave. However, employers may choose to be more generous and provide additional leave.

The City’s existing leave policy does not comply with the requirements of this new law. As a result, the City must take action by December 31st of this year to amend its existing personnel policy to comply with the new ESST requirements.

The City has several options regarding implementing this new law, and the Council must determine which option would work best for the City.

Option 1

Because the City may be more generous than the law requires, the City could decide to give employees a new bank of paid ESST leave, *in addition to* the PTO that employees already receive under City policy. This option is shown on the attached Option 1.

The City does have the ability to structure ESST leave in three different ways:

- **Option A: Accrual method; no end-of-year payout required; carryover allowed.**
 - One hour of ESST earned for every 30 hours worked.
 - Employees accrue up to 48 hours of ESST each year.
 - Employees can carry over unused ESST into the next year, but City can cap accrual at 80 hours.
- **Option B: “Front load” 48 hours; end-of-year payout required; no carryover.**
 - City provides 48 hours (minimum) of ESST at the beginning of the year for immediate use.
 - Unused hours are paid out at the end of the year.
 - Employees do not carry over unused ESST into the next year.
- **Option C: “Front load” 80 hours; no end-of-year payout required; no carryover.**
 - City provides 80 hours (minimum) of ESST at the beginning of the year for immediate use.

For simplicity, both Option 1 and Option 2 are based off of Option A above; the Council has the ability to structure the City’s ESST leave policy under any of the options shown above.

Option 2

Alternatively, the City may incorporate ESST requirements into its existing PTO program. With this option, the ESST would essentially be a “subset” of PTO offered to employees who otherwise are ineligible for paid time off (personal leave) or who earn personal leave in less than amounts required by statute for earned sick and safe time leave. This option is shown on the attached Option B.

Requested Council Action

The Council is asked to consider the attached draft PTO/ESST policies and adopt an ESST policy which shall be incorporated into the City’s existing personnel policy as shown. It should be noted that in addition to the ESST changes, the Council is asked to approve additional revisions to the City’s personnel policy to reflect the recent designation of Juneteenth as a state holiday.

CITY OF NORTH OAKS 2024 BUDGET

DRAFT

2024 EXPENDITURES - DRAFT

ActCode	DEPT Descr	OBJ Descr	2023 APPROVED	12/6/2023	% of Budget	UnderLine	2024 DRAFT
101-41100-103	LEGISLATIVE -	WAGES - PART TIME/TEMP	\$12,600.00	\$8,610.00	68.33%	CC/PC wages 675/mayor; 450/CC;	\$12,600.00
101-41100-311	LEGISLATIVE -	CONFERENCES/SEMINARS	\$800.00	\$1,146.00	143.25%		\$800.00
101-41100-313	LEGISLATIVE -	CONTRACT SERVICES	\$7,200.00	\$3,434.00		Timesavers	\$4,500.00
101-41100-350	LEGISLATIVE -	PUBLISHING & ADVERTISING	\$2,200.00	\$2,504.58	113.84%	Legal/P.H	\$2,200.00
101-41100-433	LEGISLATIVE -	DUES AND SUBSCRIPTIONS	\$18,802.00	\$18,943.97	100.76%	NWYFS/LMC/MCMA	\$19,664.00
101-41300-101	CITY	WAGES - FULL TIME	\$209,786.00	\$182,977.88	87.22%		217,187.00
101-41300-103	CITY	WAGES - PART TIME/TEMP	\$60,772.00	\$55,383.00	91.13%		84,284.00
101-41300-122	CITY	FICA CONTRIBUTIONS	\$21,005.00	\$19,970.85	95.08%		21,789.00
101-41300-131	CITY	HEALTH, DENTAL, LIFE, LTD INS	\$53,000.00	\$48,360.35	91.25%	PERA/Health	56,565.00
101-41300-131	CITY	CAR ALLOWANCE	\$4,000.00	\$3,333.30	83.33%	Car Allowance	4,000.00
101-41300-210	CITY	OPERATING SUPPLIES	\$30,500.00	\$16,054.91	52.64%	Office/Software	\$30,500.00
101-41300-309	CITY	COMPUTER/INTERNET/GIS	\$59,000.00	\$48,713.02	82.56%	Granicus/Comcast/IT/Civic Plus	\$63,700.00
101-41300-310	CITY	TRAINING	\$3,000.00	\$1,131.54	37.72%	League/MCMA/MAMA	\$3,000.00
101-41300-322	CITY	MAILBOXES	\$5,000.00	\$3,476.97		passthrough	\$5,000.00
101-41300-350	CITY	PUBLISHING & ADVERTISING	\$552.00	\$138.00		CUP Filings	\$552.00
101-41300-360	CITY	INSURANCE	\$20,000.00	\$23,232.00	116.16%		\$25,000.00
101-41300-381	CITY	ELECTRIC UTILITIES	\$1,200.00	\$1,038.40	86.53%		\$1,200.00
101-41300-410	CITY	RENTALS	\$108,500.00	\$107,382.57	98.97%	Office Rent	\$110,116.00
101-41300-430	CITY	MISCELLANEOUS	\$7,600.00	\$27,722.05	364.76%	CivicPlus	\$2,000.00
101-41400-340	ELECTIONS	ELECTIONS	\$21,221.00	\$20,160.00	95.00%	Election Contracts	\$20,892.00
101-41420-345	CABLE TV	CABLE TV	\$40,600.00	\$36,800.15	90.64%	NineNorth	\$40,125.00
101-41500-301	FINANCE	AUDIT SERVICES	\$17,300.00	\$20,378.00	117.79%	AEM - 3 year contract	\$20,375.00
101-41600-304	LEGAL	LEGAL FEES - GENERAL	\$40,000.00	\$56,195.30	140.49%	LeVander	\$50,000.00
101-41600-306	LEGAL	LEGAL - LAWSUIT					
101-41600-315	LEGAL	LEGAL FEES - PROSECUTION	\$13,104.00	\$10,428.00	79.58%	Kelly & Lemmons	\$13,104.00
101-41900-303	ENGINEERING	ENGINEERING SERVICES	\$100,000.00	\$21,446.70	21.45%	Sambatek	\$75,000.00
101-41900-305	ENGINEERING	ESCROW/PROJECT PAYABLE		\$26,798.60		Escrow Accts	\$15,000.00
101-41910-300	PLANNING	PROFESSIONAL SERVICES	\$40,000.00	\$31,754.25	79.39%	Planner	\$30,000.00
101-42100-313	SECURITY	CONTRACT SERVICES				Security - RAVE/Convergint	\$47,100.00
101-42100-313	POLICE	CONTRACT SERVICES	\$922,000.00	\$637,247.91	69.12%	Police Contract	\$1,008,955.00
101-42200-313	FIRE	CONTRACT SERVICES	\$435,000.00	\$664,779.49	152.82%	LJFD	\$540,000.00
101-42300-300	EMERGENCY	PROFESSIONAL SERVICES	\$1,000.00	\$855.30	85.53%	Gopher State	\$1,000.00
101-42300-313	EMERGENCY	CONTRACT SERVICES		\$0.00			

2024 EXPENDITURES (CONTINUED)

101-42400-300	BUILDING	PROFESSIONAL SERVICES	\$500.00	\$217.00	43.40%	Other Inspections	\$500.00
101-42400-313	BUILDING	CONTRACT SERVICES	\$300,000.00	\$305,439.94	101.81%		\$300,000.00
101-42400-451	BUILDING	BUILDING PERMIT SURCHARGE	\$5,000.00	\$13,917.76	278.36%		\$30,000.00
101-43100-381	STREETS	ELECTRIC UTILITIES	\$3,000.00	\$1,531.58	51.05%		\$3,000.00
101-43100-408	STREETS	STREETS/SIDEWALK/CURB	\$5,500.00	\$7,200.00	130.91%	Mel's Service	\$5,500.00
101-43200-384	RECYCLING	RECYCLING	\$330,000.00	\$293,596.45	88.97%		\$356,060.00
101-43200-387	RECYCLING	RECYCLING (Clean Up Day)	\$8,000.00	\$4,259.15	53.24%	Clean Up/Recycle Day	\$6,000.00
101-45100-470	RECREATION-	COMMUNITY FUNCTIONS			0.00%		
101-46100-316	NATURAL	TREE PRESERVATION	\$45,000.00	\$44,017.77	97.82%	City Forester	\$45,000.00
101-46100-317	NATURAL	DEER MANAGEMENT	\$15,000.00	\$0.00	0.00%	Depends on # of deer	\$15,000.00
101-46100-318	NATURAL	NATURAL RESOURCES	\$6,000.00	\$3,611.95	60.20%	NRC/Seedlings	\$21,000.00
101-46100-319	NATURAL	WEED MANAGEMENT				Lake Weed Management	\$0
101-49450-313	SEWER	SEWER	\$15,000	\$12,405.00	82.70%	Septic Inspector	\$15,000
101-49550-335	ARPA	AMERICAN RESCUE PLAN		\$35,104.24			
101-49990-720	UNALLOCATED	TRANSFER OUT	\$250,000.00	\$250,000.00		Fire Capital	\$350,000.00
101-49990-720	UNALLOCATED	TRANSFER OUT	\$50,000.00	\$50,000.00		Police Capital	
101-49990-720	UNALLOCATED	TRANSFER OUT	\$0.00			General Capital	
			\$3,288,742.00	\$3,121,697.93			\$3,673,268.00

ActCode	DEPT Descr	OBJ Descr	2023 Budget	12/6/23	% of Budget	UnderLine	
306-47000-601	DEBT SERVICE	BOND PRINCIPAL	\$60,000.00	\$60,000.00		LGWA Bond	
306-47000-611	DEBT SERVICE	BOND INTEREST		\$480.00			
306-47000-620	DEBT SERVICE	PAYING AGENT FEES	\$500.00	\$3,650.00			
400-41910-300	PLANNING	PROFESSIONAL SERVICES				Comp Plan/MIP	
400-41910-303	PLANNING	ENGINEERING SERVICES				Comp Plan/MIP	
400-43100-408	STREETS	STREETS/SIDEWALK/CURB					
400-46100-318	NATURAL	NATURAL RESOURCES					
401-42200-500	FIRE	CAPITAL OUTLAY	\$200,000.00	\$90,690.62		Fire Expenses	\$350,000.00
402-49450-430	SEWER	MISCELLANEOUS EXPENSE					
403-47000-720	DEBT SERVICE	TRANSFER OUT					
403-49450-430	SEWER	MISCELLANEOUS EXPENSE					
404-42100-500	POLICE	CAPITAL OUTLAY				Police Expenses	
406-43000-381	PUBLIC WORKS	ELECTRIC UTILITIES		\$3,948.64			
WATER & SEWER							
601-41000-420	DEPRECIATION	DEPRECIATION	\$0.00				
601-49400-255	WATER	WATER METERS	\$0.00				
601-49400-313	WATER	CONTRACT		\$14,425.80			
601-49400-330	WATER	SEWER & WATER MISC	\$8,000.00	\$343.79			
601-49400-381	WATER	ELECTRIC UTILITIES	\$600.00	\$432.64			
601-49400-382	WATER	WATER - SHOREVIEW	\$165,000.00	\$132,920.39			
601-49400-383	WATER	WATER - WBT	\$44,500.00	\$76,310.00			
601-49550-335	ARPA	AMERICAN RESCUE PLAN		\$18,990.30			
602-41000-420	DEPRECIATION	DEPRECIATION	\$0.00	\$0.00			
602-49450-313	SEWER	CONTRACT					
602-49450-381	SEWER	ELECTRIC UTILITIES	\$500.00	\$257.61			
602-49450-385	SEWER	SEWER	\$71,000.00	\$69,872.11			
602-49450-400	SEWER	REPAIRS AND MAINTENANCE	\$35,000.00	\$28,415.40			
602-49450-429	SEWER	MISC/LIFTSTATIONS	\$35,000.00	\$6,961.49			
602-49450-430	SEWER	MISCELLANEOUS EXPENSE	\$0.00	\$0.00			
602-49450-455	SEWER	SAC FEES	\$24,850.00	\$44,282.70			
			\$3,933,692	\$3,121,697.93			\$3,673,268.00

2024 REVENUES - DRAFT

ActCode	DEPT Descr	OBJ Descr	2023 APPROVED	12/6/2023	% of Budget	UnderLine	2024 DRAFT
101-31010	COUNCIL	GENERAL PROPERTY TAXES	\$2,182,645.00	\$1,141,018.98	52.28%		\$2,476,679.00
101-31810	COUNCIL	CABLE T.V. FEES	\$91,000.00	\$68,331.13	75.09%		\$91,000.00
101-32110	COUNCIL	ALCOHOLIC BEV LICENSE	\$5,650.00	\$5,650.00	100.00%		\$5,650.00
101-32111	COUNCIL	TOBACCO LICENSE	\$600.00	\$400.00	66.67%		\$600.00
101-32160	COUNCIL	CONTRACTOR LICENSES	\$9,000.00	\$12,460.00	138.44%		\$9,000.00
101-32210	COUNCIL	BUILDING PERMIT	\$500,000.00	\$451,166.80	90.23%		\$500,000.00
101-32230	COUNCIL	HEAT/PLUMB PERMIT	\$35,000.00	\$66,501.93	190.01%		\$50,000.00
101-32240	COUNCIL	ANIMAL LICENSE	\$1,000.00	\$1,830.00	183.00%		\$1,000.00
101-32260	COUNCIL	STATE SURCHARGE	\$10,000.00	\$16,321.07	163.21%		\$12,000.00
101-32261	COUNCIL	ISTS PERMIT	\$6,750.00	\$5,180.00	76.74%		\$6,750.00
101-32262	COUNCIL	RENTAL LICENSE FEE	\$1,000.00	\$300.00	30.00%		\$1,000.00
101-32263	COUNCIL	SHORELAND/FORESTRY PERMIT	\$300.00	\$100.00	33.33%		\$300.00
101-32264	COUNCIL	ISTS PUMPING RECORDS	\$5,000.00	\$9,800.00	196.00%		\$5,000.00
101-33429	COUNCIL	PERA RATE INCREASE AID	\$0.00		#DIV/0!		\$0.00
101-33440	COUNCIL	SCORE GRANT	\$15,000.00	\$15,377.00	102.51%		\$15,000.00
101-33600	COUNCIL	OTHER GOVT GRANTS/AID				ARPA Funds	
101-34103	COUNCIL	VARIANCE, PUD, PLAT FEES, CUP	\$4,500.00	\$4,050.00	90.00%		\$4,500.00
101-34104	COUNCIL	ESCROW FEES		\$43,427.60	#DIV/0!		\$15,000.00
101-34110	COUNCIL	ELECTION FILING FEE					
101-34120	COUNCIL	CERTIFICATE OF OCCUPANCY FEE	\$300.00	\$525.00	175.00%		\$300.00
101-34403	COUNCIL	RECYCLING FEES	\$15,000.00	\$635.40			\$0.00
101-35100	COUNCIL	FINES AND FORFEITS	\$2,500.00	\$4,572.65	182.91%		\$2,500.00
101-35104	COUNCIL	LATE FEES/NSF FEES	\$500.00		0.00%		
101-36100	COUNCIL	SPECIAL ASSESSMENTS	\$324,280.00	\$175,745.06	54.20%	Recycling Assessment	\$356,060.00
101-36101	COUNCIL	SPECIAL ASSESSMENTS - PMC	\$2,067.00	\$1,722.80	83.35%	Peace Methodist Church	\$2,067.00
		Special Assessment - CLHOA					
101-36200	COUNCIL	MISCELLANEOUS REVENUES	\$5,000.00	\$4,486.00	89.72%	Conduit Bond & Misc	\$5,000.00
101-36210	COUNCIL	INTEREST EARNINGS	\$6,000.00	\$149,685.35	2494.76%		\$40,000.00
101-36220	COUNCIL	RENTS	\$50,150.00	\$51,481.15	102.65%	NOHOA Rent	\$57,862.00
101-36222	COUNCIL	COMMUNITY FUNCTIONS	\$500.00	\$2,350.00	470.00%	Community Mtg Room	\$1,000.00
101-36240	COUNCIL	REFUNDS AND REIMBURSEMENT	\$15,000.00	\$34,494.39	229.96%	LMC & Other Rebates	\$15,000.00
101-39200	COUNCIL	TRANSFER IN	\$0.00	\$0.00			
			\$3,288,742	\$2,267,612			\$3,673,268.00

ActCode	DEPT Descr	OBJ Descr	2023 APPROVED	12/6/2023	% of Budget	UnderLine	2024 DRAFT
306-36100	COUNCIL	SPECIAL ASSESSMENTS		\$550.00		LGWA Bond Assessments	
306-36210	COUNCIL	INTEREST EARNINGS		\$0.00			
400-33418	COUNCIL	MNDOT STATE AID STREETS					
400-36210	COUNCIL	INTEREST EARNINGS				Special Project Interest	
400-36240	COUNCIL	REFUNDS AND REIMBURSEMENTS					
400-39200	COUNCIL	TRANSFER IN					
401-36210	COUNCIL	INTEREST EARNINGS					
401-36240	COUNCIL	REFUNDS AND REIMBURSEMENT	\$0.00				
401-39200	COUNCIL	TRANSFER IN					
402-36210	COUNCIL	INTEREST EARNINGS					
R 403-36210	403-36210	INTEREST EARNINGS	\$0.00				
R 403-37180	403-37180	MAINTENANCE/ESCROW FEE	\$0.00				
R 403-39200	403-39200	TRANSFER IN	\$0.00				
R 404-39200	R 404-39200	TRANSFER IN				Police	
406-36100	COUNCIL	SPECIAL ASSESSMENTS		\$10,330.54		LGWA Maint Assessments	
406-36200	COUNCIL	MISCELLANEOUS REVENUES	\$0				
406-36210	COUNCIL	INTEREST EARNINGS					

601-36200	WATER	MISCELLANEOUS REVENUES					
601-37100	WATER	WATER USAGE		\$115,430.31			
601-37150	WATER	WATER HOOK-UP - WBT		\$75,650.00			
601-37151	WATER	WATER HOOK-UP - CLP					
601-37155	WATER	WATER METER					
601-37180	WATER	MAINTENANCE/ESCROW FEE		\$10,732.73			
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		\$18,734.60			
602-37200	SEWER	SEWER USAGE		\$63,416.25			
602-37250	SEWER	SEWER HOOK-UP		\$44,730.00			
602-37500	SEWER	CAPITAL CONTRIBUTION					
			\$3,288,742	\$2,607,187			\$3,673,268

2023

Mayor	2700
Council	7200
PC Chair	540
PC	2160

League Dues - up 3.5% 6272
 NWYFS - 11,855, LMC 6210

Marco	9037.56
Premium Waters	480
Staples	3500
Global Payments	300
4M Bank Service Charge	
Permit Works	1495
Pittney Bows	3618
Pittney Bows - rental	349.8
Banyon - Fund	840
Banyon - Utility	840
AuthNet & Gateway	600
Misc. (SOS, Twin City Hardware, Schwaab)	5000 ??
	\$ 26,060.36 total estimated

	<u>2022</u>	<u>2023</u>
Roseville	29882.16	39000
OPG-3	2587.91	2590
CivicPlus	8694.79	5012.75
Comcast	5437.56	5408.52
laserfiche licenses		
SHI International	1332.46	
Dell	577	
Granicus	3472.88	
	51984.76 total estimated	52,011.27

Elections 17,720.00
 2440.00

2024

2700
7200
540
2160

19663.86 NWYFS -12435.86, rcllg 325, Constant contact 462, LMC

9732
480
3500
300
600
1495
3618
349.8
840
840
300

2024

40521
2700
5300
5409.96
2232.06
400
1000
3828.85
61,391.87

**101-41300-430 Misc./Website/OPG 3
CivicPlus 2500
CivicPlus 5100

17,720.00 Election Services
3172.00

Payable in 2021	% increase	Payable in 2022	% increase	Payable in 2023
1,974,877	6.1%	2,051,403	3.9%	2,182,645
16,784,732	7.7%	16,830,655	0.3%	18,931,965
11.77%		12.19%		11.53%

% increase	Payable in 2024	% increase
6.4%	2,476,679	13.5%

12.5%	21,060,046	11.2%
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11.76%

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

**A RESOLUTION APPROVING FINAL 2023 TAX LEVY, COLLECTIBLE IN 2024 AND
2024 FINAL BUDGET**

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

BE IT RESOLVED by the City Council of the City of North Oaks, County of Ramsey, Minnesota, that the following sum of money is levied for the current year, collectible in 2024, upon the taxable property in the City of North Oaks, for the following purposes:

Total levy	\$2,476,679.00
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BE IT FURTHER RESOLVED, the North Oaks City Council does hereby adopt the 2024 Annual Budget as hereto attached in Appendix A of this Resolution.

BE IT FURTHER RESOLVED, the City Administrator is authorized to implement COLA at 5% for all staff the first payroll in 2024.

The City Clerk is hereby instructed to transmit a certified copy of this resolution to the County Auditor of Ramsey County, Minnesota.

PASSED BY THE COUNCIL of the City of North Oaks this 14th day of December, 2023.

APPROVED:

Krista Wolter, Mayor

ATTEST:

I hereby certify that the foregoing Resolution is a true and correct copy of a Resolution presented to and adopted by the City Council of the City of North Oaks on December 14, 2023.

Attested:

By: _____

Kevin Kress

Its: City Administrator



November 15th, 2023

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

Dear Kevin,

Enclosed is a summary of work completed by the Metropolitan Mosquito Control District (MMCD) in the North Oaks area during the 2023 mosquito control season.

For the third consecutive year the Twin Cities area experienced drought conditions throughout most of the summer which contributed to lower levels of annoyance mosquitoes. Near record snowfall during the winter of 2022-23 brought standing water in the spring, which ushered in a surge of mosquitoes exceeding the 10-year average in late May and early June. Lack of rainfall in the subsequent months led to a decrease in the mosquito population and it remained low through the rest of the summer. (See back for numbers from 2023.)

West Nile virus was active in the District and elsewhere in Minnesota in 2023. Testing of mosquitoes this year for WNV returned the highest rate of infection in the history of the District's WNV surveillance. One hundred twenty-nine of 818 mosquito samples tested were positive for WNV. While most human illnesses have been reported, some are still being evaluated. As of November 14, 20 WNV illnesses had been confirmed in Minnesota with nine of those cases in residents of the District (Anoka Co. 1, Dakota Co. 1, Hennepin Co. 5, Washington Co. 1). As of November 14, illnesses caused by two other mosquito-borne viruses had been reported in Minnesota. Two Jamestown Canyon illnesses were confirmed in residents of Anoka County and Ramsey County. One case of La Crosse encephalitis was confirmed in a resident of Scott County. For more information about vector-borne disease in 2023 look for the MMCD Technical Advisory Board report coming in the spring of 2023.

MMCD employees controlled immature black flies (biting gnats) in small streams and large rivers throughout the metropolitan area. In 2023, 121 black fly larvicide treatments were made to the rivers and streams in the District. Spring flooding caused a slight delay in sampling efforts. After the extremely high-water levels in May, the continuing drought in the area caused rivers to go well below average through September resulting in few treatments after June. Adult black flies remained at tolerable levels for most of season with the number of black fly annoyance calls in 2023 (46), higher than 2022 (11) but less than 2021 (151).

District staff have been present at schools and community events throughout the year to provide information on mosquito biology and habitat, disease concerns, and preventative measures. If you would like MMCD to speak to your group or attend an event, please let us know!

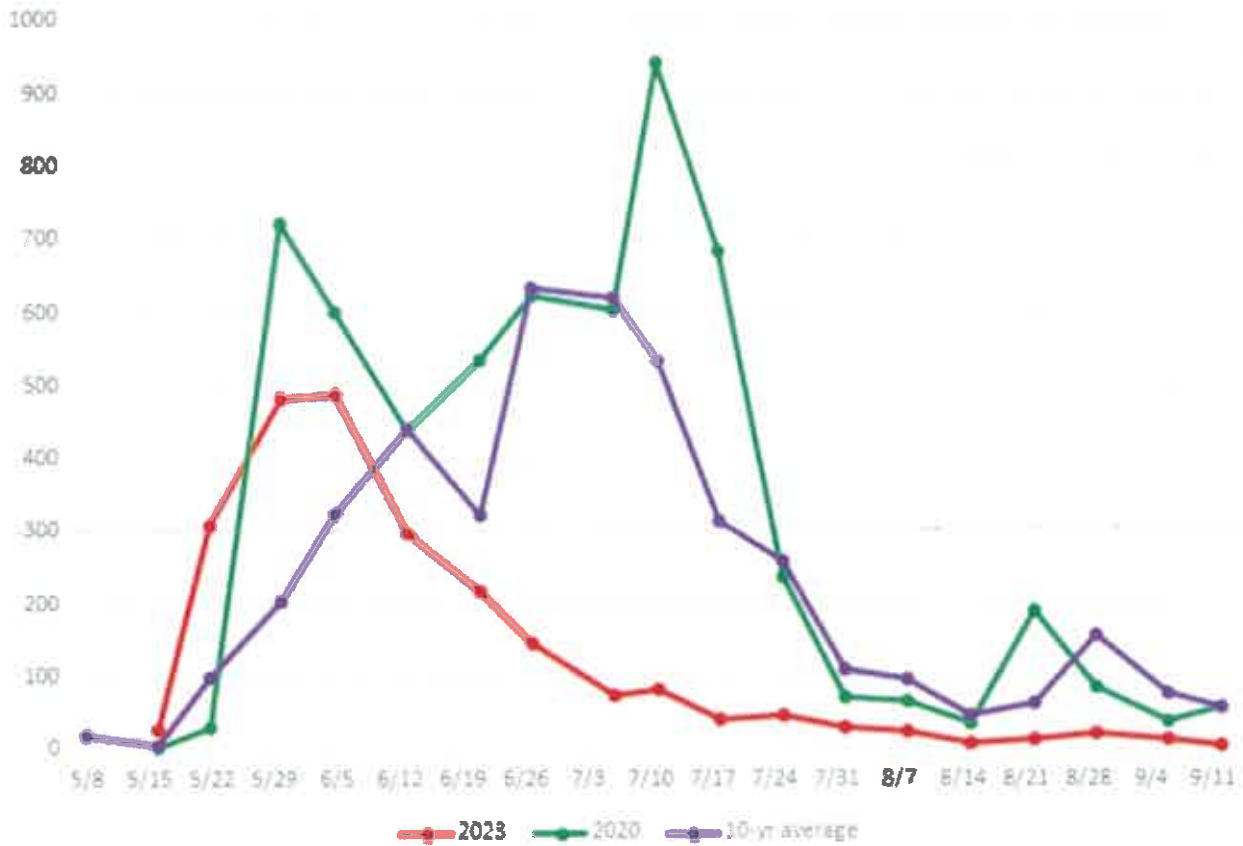
If you have any questions or would like to meet to discuss our agency's activities, please contact me.

Sincerely,

Alex Carlson, Public Affairs Manager

Phone: (651) 643-8342 // Email: acarlson@mmcd.org

Weekly Averages of Human-biting Mosquitoes in CO2 Traps, 2023



Graph created by Dr. Scott Larson, MMCD Assistant Entomologist

District-Wide Numbers from 2023:

57,526 Larval mosquito inspections	171,894.75 Acres of larval mosquito treatments	10,921 Tires recycled
316,899 Catch basin treatments	1,959.02 Acres of adult mosquito treatments	3,098 Customer calls

City and Community Presentations Available

MMCD staff are available to provide an update on mosquito activity, give city specific information, or share resources about mosquito, tick, and black fly reduction measures to cities. Presentations or live questions and answers are great for **City Council Meetings, Township Board Meetings, Sustainability Commissions**, or events for residents. If you would like to schedule a presentation, please contact Alex Carlson:

Alex Carlson, Public Affairs Manager

acarlson@mmcd.org

Direct: (651) 643-8342

2023 Activity Summary for North Oaks

LARVAL CONTROL

Most of the control done by MMCD targets mosquitoes during their larval stage. Mosquito larvae usually develop in standing water and are most common after a rainfall. Larval control materials are applied via helicopter, backpack, drone, or by hand.

Larval Control in North Oaks in 2023:
Sites Inspected: 522 | Acres Treated: 1314.81



ADULT CONTROL

MMCD supplements our larval control program with limited adult mosquito control. Adult control materials are applied via backpack during the day or truck-mounted cold fogger in the evening.

Adult Mosquito Control in North Oaks in 2023:
Sites Inspected: 5 | Acres Treated: 0.00

DISEASE PREVENTION

Controlling the mosquito species that are most likely to spread disease is a top priority for MMCD. Removing containers that could hold stagnant water is critical to reducing the spread.

Disease Prevention Activity in North Oaks:
Tires Removed: 4 | Catch Basins Treated: 1136
Disease Prevention Property Inspections: 3



CUSTOMER CALLS

We encourage residents of the district to call MMCD to report mosquito annoyance, employee or helicopter concerns, request waste tire removal, or for anything else.

Customer Calls from North Oaks in 2023: 1

For questions about your city's data,
please contact Alex Carlson -
acarlson@mmcd.org



