

**City of East Bethel
City Council Agenda
City Council Regular Meeting
Date: September 9, 2024 at 7:00 p.m.**



The regular City Council meeting may be monitored live via the following means:
Cable Channel 10, MidcoTV Channel 77, or the City of East Bethel YouTube channel
(www.youtube.com/channel/UC8_7ShcME-XG14pN5JrmBGg/live)

7:00 PM

1.0 Call to Order

2.0 Pledge of Allegiance

3.0 Adopt Agenda

4.0 Presentations and Public Hearings

- A. Adoption of 2025 Preliminary Levy and Budget
 - 1. Preliminary 2025 Budget (p. 3-102)
 - 2. Res. 2024-58, Set Final 2025 Levy & Budget Date
 - 3. Res. 2024-59, Set the Preliminary 2025 Levy & Budget
 - 4. Res. 2024-60, Set the Preliminary 2025 EDA Levy & Budget
 - 5. Res. 2024-61, Set the Preliminary 2025 HRA Levy & Budget

5.0 Public Forum

6.0 Consent Agenda (p. 103-104)

Any item on the consent agenda may be removed for consideration by request of any Council Member and put on the regular agenda for discussion and consideration

- A. Approve Bill List (p. 105-108)
- B. Minutes: August 26, 2024 City Council meeting (p. 109-113)
- C. Approve 2025 Anoka County Law Enforcement Contract (p. 114-120)
- D. Res. 2024-57, Appoint Election Judges for 2024 General Election (p. 121)
- E. Approve the Hire of Seasonal Ice Arena Attendants
- F. Pay Estimate No. 1 for the 2024 Street Surface Improvement Project (p. 122-124)
- G. Pay Estimate No. 2 for the 2024 Street Reconstruction Project (p. 125-130)
- H. Res. 2024-53, Supporting Post-Election Review Hand Count of Ballots (p. 131)

7.0 New Business - Commission, Association and Task Force Reports

- A. Planning Commission
 - 1. Variance: 4141 226th Ave NE - Detached Accessory Structure nearer Front Lot Line (p. 132-144)
 - 2. Concept Plan: 34xx Viking Blvd NE, Rural Residential 3 Lot Subd (p. 145-149)
 - 3. Rezoning R2 to B2: W. Highway 65 NE (Klondike to 207th Ave NE) (p. 150-153)
 - 4. Metes & Bounds: Lot Split - 22645 Bataan St NE (p. 154-163)
- B. Economic Development Authority (None)
- C. Park Commission (None)

8.0 Department Reports

- A. Community Development (None)
- B. Engineer (None)
- C. City Attorney (None)
- D. Finance (None)
- E. Public Works (None)
- F. Fire Department (None)
- G. City Administrator

9.0 Other

- A. Staff Report
- B. Council Reports

10.0 Adjourn

**City of East Bethel
City Council Meeting
Agenda Item Information**



Date: September 9, 2024

Agenda Item Number: Item 4.0 A

Agenda Item: 2025 Preliminary Budget and Levy

Background Information:

On June 13, 2024 the City Finance Committee met with City Staff to review and discuss the 2025 budget. The Finance Committee also discussed the City general fund balance, the actual City financial performance for the prior year and the City's debt service requirements. Prior to the Finance Committee meeting, the base budget was submitted to Department Heads for preparation of their individual department budgets. On July 22, 2024 City Staff and/or Contracted Personnel from the Administration, Finance, Community Development, Fire, Police and Public Works Departments presented their budget proposals to the entire City Council.

Based on inputs from the Finance Committee, Department Heads and City Council, the preliminary budget was prepared for review at tonight's meeting and to consider its approval. The preliminary 2025 general fund expenditure budget is projected to increase by 3% or \$195,300. This expenditure increase would then result in a corresponding levy increase (general tax levy and debt service levy) of 3.1% or \$194,600 to balance the 2025 budget. Overall, the general tax levy, debt service levy, EDA levy, and HRA levy would increase by 3.0% or \$194,600.

The 2025 preliminary budget currently reflects the following expenditure inputs, which are the primary drivers of the overall increase. Please note, that the MN Public Employees Association labor agreement was approved at the June 13th, 2022 City Council meeting. The labor agreement included employee wage adjustments of 3.5% for 2025 and an increase to the cafeteria contributions for city employees of \$25 per month. The MN Public Employees Association represents 9 of the 22 proposed full time City Staff.

Staff – Salaries and Benefits

Per Union Contract – 3.5% COLA increase for 9 Union / 13 Non-Union / 35 Paid on Call

Per Union Contract – increase to \$1,475 per month cafeteria contribution

A 50% increase in Mayor and Council Member Salaries

Overall, Salary and Benefits - \$129K increase over 2024

**FTE count includes the addition of the City Planner Position

Contracted Services

Law Enforcement Contract – 5% or \$73K increase

City Assessor Contract – 2% or \$1K increase

City Attorney Contract – 0% or \$0K increase

Metro-INET JPA - \$4.7% or \$4K increase (Estimate per Metro-INET)

Audit Contract - \$2K increase

Elections – \$17K decrease

Transfers

- Equipment Replacement Fund - \$16K increase
- Street Capital Fund - \$50K increase
- Park Capital Fund - \$10K increase

Fund Balance

The City has a fund balance policy that states that the City will maintain an unassigned fund balance in the General fund of at least 40% of next year’s budgeted expenditures. In practice, the City has historically maintained and targeted 50% of next years budgeted expenditures to ensure the general fund has adequate cash flow to meet operational needs.

The City ended 2023 with a general fund balance of \$4,716,292. Given this amount, estimates for 2024 general fund financial performance and the 2025 preliminary expenditure budget the City used \$200,000 in fund balance to offset the increase in 2025 expenditures to keep the levy increase at a modest 3% for 2025 and still be over the targeted 50%. This strategic use of fund balance allows the City to lower the overall levy increase and still maintain enough fund balance to use in future years in the same manner.

Attachment(s):

1. Preliminary 2025 Preliminary Budget
2. Resolution 2024-58 Set Final Levy & Budget Date
3. Resolution 2024-59 Set the Preliminary Levy & Budget
4. Resolution 2024-60 Set the Preliminary EDA Levy & Budget
5. Resolution 2024-61 Set the Preliminary HRA Levy and Budget

Recommendation:

Motion I: Staff requests Council consider approval of Resolution 2024-58, Set Final Levy & Budget Date

Motion II: Staff requests Council consider approval of Resolution 2024-59, Setting the Preliminary Property Tax Levy and Budget for 2025.

Motion III: Staff requests Council consider approval of Resolution 2024-60, Setting the Preliminary 2025 EDA Levy & Budget

Motion IV: Staff requests Council consider approval of Resolution 2024-61, Setting the Preliminary 2025 HRA Levy and Budget

City Council Action:

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____



2025 Preliminary Budget

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City of East Bethel
2025 Preliminary Levy Summary

Account Description	2022 Actual	2023 Actual	2024 Budget	2025 Preliminary Budget	% Change
Tax Levies - City					
General Fund Tax Levy	5,104,200.00	5,144,600.00	5,251,100.00	5,427,200.00	3%
2015 A	597,000.00	614,500.00	632,500.00	651,000.00	3%
2014 A	331,000.00	331,000.00	330,000.00	330,000.00	0%
Total Levy - City	6,032,200.00	6,090,100.00	6,213,600.00	6,408,200.00	3.1%
Tax Levies - Special Levies					
City EDA	136,200.00	136,200.00	136,200.00	136,200.00	0%
City HRA	77,000.00	77,000.00	77,000.00	77,000.00	0%
Total Levy - Special Levies	213,200.00	213,200.00	213,200.00	213,200.00	0%
Total All Levies	6,245,400.00	6,303,300.00	6,426,800.00	6,621,400.00	3.0%

CITY COUNCIL

<u>Name</u>	<u>Title</u>	<u>Term Expires</u>
Kevin Lewis	Mayor	01/01/25
Bob DeRoche	Council Member	01/01/25
Brian Mundle	Council Member	01/01/25
Jim Smith	Council Member	01/01/27
Tim Miller	Council Member	01/01/27

CITY OFFICIALS

Matt Look	City Administrator
Mike Jeziorski	Deputy City Administrator Finance Director
Carrie Frost	Administrative Coordinator
Faye Bell	Administrative Assistant
Emily Jabs	Finance Coordinator
Desiree Stanford	Accounting Coordinator
Aaron Berg	Community Development Director
Nick Schmitz	Building Official
Steve Lutmer	Building Inspector
Sherri Wills	Building Permit Technician
Rod Sanow	Fire Chief Emergency Management Director
Ben Uden	Fire Inspector
Nate Ayshford	Public Works Manager
Jason Hehir	Lead Street and Park Maintenance Technician
Jeremiah Haller	Lead Utility and Street Maintenance Technician

Organizational Staff Summary					
		2022	2023	2024	2025
City Council	Part Time	5.00	5.00	5.00	5.00
City Administration	Full Time	3.00	3.00	3.00	3.00
	Part Time	0.06	0.06	0.06	-
Elections	Part Time	Contract		Contract	
Finance	Full Time	3.00	3.00	3.00	3.00
Assessing	Full Time	Contract	Contract	Contract	Contract
Legal	Full Time	Contract	Contract	Contract	Contract
Planning and Zoning	Full Time	2.00	2.00	1.00	2.00
	Part Time	0.06	0.06	0.06	-
Bldg Inspection	Full Time	3.00	3.00	3.00	3.00
Police	Full Time	Contract	Contract	Contract	Contract
Fire	Full Time	2.00	2.00	3.00	2.00
	Part Time	Paid On-Call	Paid On-Call	Paid On-Call	Paid On-Call
Engineering	Full Time	Contract	Contract	Contract	Contract
Street Maintenance	Full Time	5.00	5.00	5.00	5.00
	Part Time	0.30	0.30	0.30	0.30
Park Maintenance	Full Time	4.00	4.00	4.00	4.00
	Part Time	0.30	0.30	0.30	0.30
Arena	Part Time				2.00
Total	Full Time	22.00	22.00	22.00	22.00
	Part Time	5.66	5.66	5.66	7.60

2025 Pay Plan (Hourly)							
Grade	Step A	Step B	Step C	Step D	Step E	Step F	Step G
1	18.39	19.07	19.74	20.41	21.08	21.76	22.43
2	19.81	20.53	21.26	21.98	22.71	23.43	24.16
3	21.79	22.58	23.38	24.18	24.97	25.77	26.57
4	23.96	24.84	25.72	26.59	27.47	28.35	29.22
5	26.36	27.33	28.29	29.26	30.22	31.18	32.15
6	29.01	30.08	31.14	32.20	33.26	34.32	35.38
7	31.91	33.08	34.25	35.41	36.58	37.75	38.92
8	35.08	36.37	37.65	38.93	40.22	41.50	42.78
9	38.16	39.55	40.95	42.34	43.74	45.14	46.53
10	43.55	45.14	46.74	48.33	49.92	51.52	53.11
11	46.25	47.94	49.63	51.32	53.01	54.71	56.40
12	49.02	50.81	52.61	54.40	56.19	57.99	59.78
13	53.17	55.11	57.06	59.00	60.95	62.89	64.84
14	56.36	58.42	60.48	62.55	64.61	66.67	68.73
15	59.75	61.94	64.13	66.31	68.50	70.68	72.87
16	63.64	65.97	68.30	70.63	72.96	75.29	77.62
2025 Pay Plan (Annually)							
Grade	Step A	Step B	Step C	Step D	Step E	Step F	Step G
1	38,256.51	39,656.14	41,055.76	42,455.39	43,855.02	45,254.65	46,654.28
2	41,199.32	42,706.61	44,213.90	45,721.19	47,228.48	48,735.78	50,243.07
3	45,314.65	46,972.50	48,630.35	50,288.21	51,946.06	53,603.91	55,261.77
4	49,843.81	51,667.37	53,490.92	55,314.48	57,138.03	58,961.59	60,785.14
5	54,832.79	56,838.87	58,844.95	60,851.03	62,857.11	64,863.18	66,869.26
6	60,350.56	62,558.51	64,766.45	66,974.40	69,182.35	71,390.30	73,598.24
7	66,374.12	68,802.44	71,230.76	73,659.08	76,087.41	78,515.73	80,944.05
8	72,972.45	75,642.17	78,311.90	80,981.62	83,651.34	86,321.07	88,990.79
9	79,363.86	82,267.42	85,170.97	88,074.53	90,978.08	93,881.64	96,785.19
10	90,583.32	93,897.34	97,211.36	100,525.39	103,839.41	107,153.43	110,467.46
11	96,193.04	99,712.30	103,231.56	106,750.82	110,270.08	113,789.33	117,308.59
12	101,963.71	105,694.09	109,424.47	113,154.85	116,885.23	120,615.60	124,345.98
13	110,585.22	114,631.02	118,676.82	122,722.62	126,768.42	130,814.22	134,860.02
14	117,229.53	121,518.41	125,807.30	130,096.18	134,385.07	138,673.95	142,962.84
15	124,287.67	128,834.78	133,381.89	137,929.00	142,476.11	147,023.22	151,570.33
16	132,380.39	137,223.57	142,066.76	146,909.94	151,753.13	156,596.31	161,439.50
2025 Cafeteria Contribution							
Full Time Employees					\$1,475 per month		
Seasonal/Part Time							
Mayor					\$525 per month		
Council Member					\$475 per month		
Seasonal and Part Time					\$15.00-\$23.00 per hour		
2025 Fire Fighter and Officer Pay Plan							
Position	Monthly Salary Rate						
Deputy Fire Chief					\$ 864.35		
District Fire Chief					\$ 713.09		
Captain					\$ 302.44		
Lieutenant					\$ 210.82		
Training Officer					\$ 210.82		
Training/Drill/Fire Call/Duty Officer							
Probationary Firefighter					\$16.18 per hour		
Firefighter I					\$17.42 per hour		
Firefighter II/Officer					\$17.95 per hour		
Firefighter III/Officer					\$19.76 per hour		
Duty Officer					\$302.44 per week		

**City of East Bethel
2025 General Fund Preliminary Budget (Summary)**

General Fund	Account Description	2022 Actual	2023 Actual	2024 Actual 1/1/24 to 7/31/24	2024 Budget	2025 Preliminary Budget	% Change
Revenues							
	Property Tax	5,101,640.08	5,098,159.81	2,814,219.81	5,251,100.00	5,427,200.00	3%
	Franchise Tax	63,711.38	58,997.29	28,468.85	64,500.00	61,500.00	-5%
	Payment in Lieu of Taxes	-	-	21,965.75	24,000.00	25,000.00	N/A
	Use of Fund Balance	-	-	-	225,000.00	200,000.00	-11%
	Special Assessments	13,500.00	13,000.00	6,250.00	12,500.00	12,000.00	-4%
	Licenses and Fees	37,772.45	43,006.11	36,016.70	39,400.00	39,400.00	0%
	Building Inspection Permits	305,616.36	425,703.87	197,086.63	349,500.00	347,500.00	-1%
	State Aid	309,787.42	829,574.34	230,716.00	299,000.00	235,000.00	-21%
	Fines and Forfeits	21,964.28	21,390.60	12,883.31	25,000.00	22,000.00	-12%
	Intergovernmental Charges	286,739.43	293,867.06	290,143.10	286,000.00	358,700.00	25%
	Other Fees	3,383.36	3,172.68	1,575.70	3,700.00	3,700.00	0%
	Cemetery Revenue	10,350.00	8,900.00	5,100.00	7,500.00	7,500.00	0%
	Site Lease Revenue	75,189.93	130,025.48	64,835.64	81,000.00	83,000.00	2%
	Gambling 10% Contribution	46,031.92	79,460.74	25,394.83	40,000.00	60,000.00	50%
	Refunds and Reimbursements	53,455.66	34,910.98	30,861.90	28,500.00	29,500.00	4%
	Conduit Debt Issuance Fee	-	100,000.00	-	-	-	N/A
	Interest Earnings	24,462.31	118,047.81	89,341.00	60,000.00	80,000.00	33%
Total Revenues - General Fund		6,353,604.58	7,258,216.77	3,854,859.22	6,796,700.00	6,992,000.00	3%
Expenditures							
General Government							
	Council	87,415.84	83,374.91	48,478.96	82,200.00	99,300.00	21%
	City Administration	427,047.63	426,934.22	223,526.26	446,200.00	461,900.00	4%
	Elections	15,551.74	2,593.26	5,044.91	20,500.00	4,000.00	-80%
	Finance	379,123.19	400,758.61	224,428.36	426,500.00	424,300.00	-1%
	Assessing	58,980.00	59,315.00	29,938.35	62,500.00	63,500.00	2%
	Legal	158,871.61	182,817.86	75,610.42	185,000.00	185,000.00	0%
	Government Buildings	49,222.23	36,235.72	20,570.50	43,500.00	43,500.00	0%
	Risk Management	88,677.00	101,917.00	106,036.00	102,000.00	108,000.00	6%
Total General Government		1,264,889.24	1,293,946.58	733,633.76	1,368,400.00	1,389,500.00	2%
Community Development							
	Planning and Zoning	249,895.09	147,304.84	88,277.01	184,900.00	277,500.00	50%
	Building Inspection	342,108.66	365,440.83	206,688.84	385,400.00	401,400.00	4%
Total Community Development		592,003.75	512,745.67	294,965.85	570,300.00	678,900.00	19%
Public Safety							
	Police Protection	1,172,334.00	1,223,474.00	1,082,445.75	1,400,000.00	1,473,000.00	5%
	Fire Protection	960,458.26	943,891.61	552,104.97	1,110,700.00	979,100.00	-12%
Total Public Safety		2,132,792.26	2,167,365.61	1,634,550.72	2,510,700.00	2,452,100.00	-2%
Engineering							
	Engineering	12,526.34	9,473.25	3,949.26	30,000.00	20,000.00	-33%
Total Engineering		12,526.34	9,473.25	3,949.26	30,000.00	20,000.00	-33%
Public Works							
	Public Works - Parks Maintenance	483,091.60	512,843.27	298,369.57	534,200.00	556,400.00	4%
	Public Works - Streets	955,259.43	1,061,596.30	606,551.98	1,076,600.00	1,128,600.00	5%
Total Public Works		1,438,351.03	1,574,439.57	904,921.55	1,610,800.00	1,685,000.00	5%
Civic Events							
	Civic Events	6,500.00	6,500.00	6,500.00	6,500.00	6,500.00	0%
Total Culture and Recreation		6,500.00	6,500.00	6,500.00	6,500.00	6,500.00	0%
Transfers / Other							
	Transfer to Building Capital	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00	0%
	Transfer to Street Capital	500,000.00	500,000.00	550,000.00	550,000.00	600,000.00	9%
	Transfer to Parks Capital	95,000.00	100,000.00	100,000.00	100,000.00	110,000.00	10%
Total Other		645,000.00	650,000.00	700,000.00	700,000.00	760,000.00	9%
Total Expenditures - General Fund		6,092,062.62	6,214,470.68	4,278,521.14	6,796,700.00	6,992,000.00	3%
City Council Packet, page 13							
Excess of Revenues over Expenditures - General Fund		261,541.96	1,043,746.09	(423,661.92)	-	-	



2025 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 41110 - Mayor and City Council

DEPARTMENTAL PROFILE

The City Council is comprised of the Mayor and four City Council Members. All are elected at-large. Council Members serve four-year terms with two members up for election every two years. The Mayor serves a two-year term.

DEPARTMENTAL GOALS

To provide leadership and vision for the City while planning for growth / development activity and to adopt policies that are in the best interest of the City and its residents.

EXPENDITURE DETAILS

STAFFING

1- Mayor
4- City Council Members

103-Mayor and City Council Salary
\$43,700
Proposed 50% increase to the monthly salary of \$525 for the Mayor and \$475 for each Council Member

107-Commissions and Boards
\$23,500
Upper Rum River Watershed Management Organization -\$10,086
Sunrise Watershed Management Organization - \$13,251

307-Professional Services
\$5,000
Quarterly updates of ordinances. Professional service requirements throughout the year including assistance with grant and direct appropriation identification and pursuit.

433-Dues and Subscriptions

\$21,000

League of Minnesota Cities-\$13,000

Alexandra House-\$4,500

Mediation Services for Anoka County-\$2,500

Stepping Stone - \$450

North TH 65 Corridor Coalition-\$250

MN Mayors Association-\$30

434-Conferences/Meetings

\$1,000

Costs associated with Mayor and City Council members' attendance at League of Minnesota Cities Annual Conference, Local Government meetings, etc.

**City of East Bethel
2025 Preliminary Budget**

	Account Description	2022 Actual	2023 Actual	2024 Actual 1/1/24 to 7/31/24	2024 Budget	2025 Preliminary Budget
Council						
	E 101-41110-103 Part-Time Employees	29,100.00	28,575.00	16,975.00	29,100.00	43,700.00
	E 101-41110-107 Commissions and Boards	23,829.67	25,595.87	22,629.04	21,800.00	23,500.00
	E 101-41110-125 FICA/Medicare	2,226.23	2,186.08	1,298.64	2,200.00	3,300.00
	E 101-41110-151 Worker s Comp Insurance Prem	73.01	78.77	92.24	200.00	100.00
	E 101-41110-201 Office Supplies	128.55	130.73	-	200.00	200.00
	E 101-41110-231 Small Tools and Minor Equip	1,600.00	2,731.40	-	1,000.00	1,000.00
	E 101-41110-307 Professional Services Fees	12,350.68	4,770.32	602.32	5,000.00	5,000.00
	E 101-41110-331 Travel Expenses	-	-	-	500.00	500.00
	E 101-41110-343 Other Advertising	-	-	-	200.00	-
	E 101-41110-433 Dues and Subscriptions	18,059.18	18,649.18	6,857.20	21,000.00	21,000.00
	E 101-41110-434 Conferences/Meetings	48.52	657.56	24.52	1,000.00	1,000.00
		87,415.84	83,374.91	48,478.96	82,200.00	99,300.00



2025 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 41320 – City Administration

DEPARTMENTAL PROFILE

Pursuant to City Code, Chapter 2-261, the City Administrator is the chief administrative officer of the City responsible to the City Council. The Administrator facilitates and directs implementation of the City Council's policies and directives relating to City operations and activities. Specific activities include recommendations to the Council regarding policies, operations, procedures and providing liaison between the Council, commissions, employees, residents and other governmental entities.

DEPARTMENTAL GOALS

Provide leadership and direction to employees of the City of East Bethel and work to achieve the goals established by the City Council. The Department also provides assistance to all stakeholders, accurate information and courteous service to City residents/visitors.

EXPENDITURE DETAILS

STAFFING

1 City Administrator
1 Administrative Coordinator
1 Administrative Assistant

101-Full-Time Employees Regular
\$291,900

Provides for a 3.5% COLA salary increase for three employees and a STEP increase for one eligible employee.

131-Cafeteria Contribution
\$53,100
City allotment for benefits for full-time employees

201-Office Supplies
\$1,500
Miscellaneous office supplies including paper, toner, envelopes, and folders

307 – Professional Service Fees

\$13,000

Time Savers - minute-taking services for City Council Meetings and City Council Work Meetings.

309 - Information Systems

\$16,000

Metro-Inet– IT Support

Metro-Inet- VOIP Phones

Adobe Acrobat Subscription

Anoka County - Fiber Internet

321 - Phone

\$2,200

Cell phone reimbursement for City Administrator and land lines for City Hall.

322-Postage

\$10,000

All postage costs including 4 newsletter mailings throughout the year

331-Travel Expenses

\$1,000 Mileage reimbursement for the City Administrator / Support Staff

342-Legal Notices

\$500

Advertising costs for legal notices regarding ordinances and other legally required notices

351-Printing and Duplicating

\$3,500

City newsletter production and mailing of 4 publications to each resident

413-Office Equipment

\$7,000

Pitney Bowes - postage machine lease - \$700

US Bank Equipment Finance - Ricoh copier/printer lease - \$4,000

Metro Sales – Ricoh copier / printer maintenance/supplies - \$2,300

421-Software License

\$500

Miscellaneous Software licenses

434-Conferences/Meetings

\$5,000

MCFOA membership

Miscellaneous Conferences for City Administrator, Administrative Coordinator and Administrative Assistant

**City of East Bethel
2025 Preliminary Budget**

	Account Description	2022 Actual	2023 Actual	2024 Actual 1/1/24 to 7/31/24	2024 Budget	2025 Preliminary Budget
Administration						
	E 101-41320-101 Full-Time Employees Regular	271,159.21	270,679.48	131,793.52	282,000.00	291,900.00
	E 101-41320-102 Full-Time Employees Overtime	1,491.72	235.34	2,325.29	-	-
	E 101-41320-103 Part-Time Employees	1,470.00	630.00	-	1,700.00	-
	E 101-41320-122 PERA-Coordinated Plan	19,297.42	19,133.10	10,058.89	21,200.00	21,900.00
	E 101-41320-125 FICA/Medicare	20,675.57	22,658.56	11,525.68	26,200.00	26,800.00
	E 101-41320-126 Deferred Compensation	3,923.25	3,760.50	2,154.04	6,000.00	6,000.00
	E 101-41320-131 Cafeteria Contribution	49,700.00	51,296.94	30,450.00	52,200.00	53,100.00
	E 101-41320-151 Worker s Comp Insurance Prem	1,286.75	1,763.64	2,113.38	3,200.00	2,000.00
	E 101-41320-201 Office Supplies	1,493.21	1,397.08	2,386.45	1,500.00	1,500.00
	E 101-41320-231 Small Tools and Minor Equip	4,907.85	952.80	15.13	300.00	-
	E 101-41320-307 Professional Services Fees	12,121.75	13,838.23	6,132.26	10,000.00	13,000.00
	E 101-41320-309 Information Systems	15,933.16	15,677.80	9,287.23	13,500.00	16,000.00
	E 101-41320-321 Telephone	1,849.70	1,869.06	967.73	1,900.00	2,200.00
	E 101-41320-322 Postage/Delivery	5,460.92	6,979.70	5,600.38	10,000.00	10,000.00
	E 101-41320-331 Travel Expenses	1,512.72	1,937.31	507.33	1,500.00	1,000.00
	E 101-41320-341 Personnel Advertising	425.60	-	-	-	-
	E 101-41320-342 Legal Notices	631.13	755.23	242.00	500.00	500.00
	E 101-41320-351 Printing and Duplicating	3,738.38	2,520.90	3,289.44	3,500.00	3,500.00
	E 101-41320-413 Office Equipment Rental	6,830.75	7,089.60	3,728.21	7,000.00	7,000.00
	E 101-41320-421 Software Licensing	2,968.54	3,238.95	-	3,500.00	500.00
	E 101-41320-433 Dues and Subscriptions	170.00	-	-	-	-
	E 101-41320-434 Conferences/Meetings	-	520.00	949.30	500.00	5,000.00
		427,047.63	426,934.22	223,526.26	446,200.00	461,900.00



2025 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 41410 – Elections

DEPARTMENTAL PROFILE

This department is responsible for providing access to the election process to the citizens of the City of East Bethel. The department is responsible for determining polling locations, acquiring and maintaining election equipment, contracting and training election judges, registering municipal candidates, and conducting absentee voting for both the primary and general elections.

(There is no regularly-scheduled election for 2025.)

EXPENDITURE DETAILS

219 - General Operating Supplies
\$0

307 - Professional Services Fees
\$0

342 - Legal Notices
\$0

402 - Equipment Maintenance
\$4,000

The City and Anoka County have a joint powers agreement that includes payment of a system support fee for equipment and software. The City will store and use the equipment during each election cycle.

**City of East Bethel
2025 Preliminary Budget**

	Account Description	2022 Actual	2023 Actual	2024 Actual 1/1/24 to 7/31/24	2024 Budget	2025 Preliminary Budget
Elections						
	E 101-41410-219 General Operating Supplies	-	-	156.20	500.00	-
	E 101-41410-231 Small Tools and Minor Equip	225.69	-	-	-	-
	E 101-41410-307 Professional Services Fees	11,705.45	-	3,496.76	15,000.00	-
	E 101-41410-342 Legal Notices	535.98	-	96.80	1,000.00	-
	E 101-41410-402 Repairs/Maint Machinery/Equip	3,084.62	2,593.26	1,295.15	4,000.00	4,000.00
		15,551.74	2,593.26	5,044.91	20,500.00	4,000.00



2025 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 41520 – Finance

DEPARTMENTAL PROFILE

Finance is responsible for all treasury operations of the City including: accounting management (accounts payable and receivable, reconciliations, and reporting to stakeholders), investment management, risk management (property / general liability insurance and workers compensation), utility billing management, human resource management (payroll, benefits, employee recruitment/retention), budget management, audit management, debt service management (new issues, refinances and rating calls). This department is also responsible for overseeing the information technology management (Computer - hardware / software).

DEPARTMENTAL GOALS

Departmental goals include preparation of financial statements that garner a clean audit opinion, continuous analysis of the City's financial condition and continued establishment and implementation of financial policies.

EXPENDITURE DETAILS

STAFFING

1 Finance Director
1 Finance Coordinator
1 Accounting Coordinator

101-Full-Time Employees Regular Salary
\$270,100
Provides for a 3.5% COLA salary increase for three employees and a step increase for two employees

131-Cafeteria Contribution
\$53,100
City allotment for benefits for full-time employees

301-Auditing and Accounting Services
\$27,000
Annual audit of the City's financial statements

307 – Professional Service Fees
\$1,800
Anoka County - \$1,800
Cost associated with tax levy and special assessment administration

309 - Information Systems
\$13,500
Metro-INET– IT support
Metro-INET- VOIP Phones
Adobe Acrobat Subscription

321 - Phone
\$1,500
Cell phone reimbursement for Finance Staff

331-Travel Expense
\$200
Mileage reimbursement for: trainings, bank and post office travel

342-Legal Notices
\$1,000
Publishing of the City's annual audit

421-Software License
\$1,700
Financial software license and support necessary if problems arise with Banyon financial and payroll software.

434-Conferences/Meetings/Training
\$700
Training for Finance Staff

**City of East Bethel
2025 Preliminary Budget**

	Account Description	2022 Actual	2023 Actual	2024 Actual 1/1/24 to 7/31/24	2024 Budget	2025 Preliminary Budget
Finance						
	E 101-41520-101 Full-Time Employees Regular	244,732.67	260,531.98	129,612.07	276,600.00	270,100.00
	E 101-41520-102 Full-Time Employees Overtime	261.76	396.15	782.55	-	-
	E 101-41520-122 PERA-Coordinated Plan	18,261.08	19,551.96	9,779.64	20,700.00	20,300.00
	E 101-41520-125 FICA/Medicare	21,555.08	23,085.83	11,446.93	25,600.00	25,200.00
	E 101-41520-126 Deferred Compensation	5,615.53	6,163.11	3,231.06	6,000.00	6,000.00
	E 101-41520-131 Cafeteria Contribution	46,200.00	51,300.00	30,450.00	52,200.00	53,100.00
	E 101-41520-151 Worker s Comp Insurance Prem	1,585.86	1,672.43	2,073.03	2,000.00	2,100.00
	E 101-41520-201 Office Supplies	25.55	37.69	-	100.00	100.00
	E 101-41520-231 Small Tools and Minor Equip	3,136.12	-	-	-	-
	E 101-41520-301 Auditing and Acct g Services	27,600.00	23,500.00	25,578.00	25,500.00	27,000.00
	E 101-41520-307 Professional Services Fees	1,702.47	1,731.29	1,816.68	1,700.00	1,800.00
	E 101-41520-309 Information Systems	5,437.56	9,545.88	6,667.80	11,500.00	13,500.00
	E 101-41520-321 Telephone	480.00	880.00	-	1,000.00	1,500.00
	E 101-41520-331 Travel Expenses	17.88	71.04	-	200.00	200.00
	E 101-41520-342 Legal Notices	811.63	591.25	1,080.60	1,000.00	1,000.00
	E 101-41520-421 Software Licensing	1,680.00	1,680.00	1,680.00	1,700.00	1,700.00
	E 101-41520-433 Dues and Subscriptions	-	-	-	300.00	-
	E 101-41520-434 Conferences/Meetings	20.00	20.00	230.00	400.00	700.00
		379,123.19	400,758.61	224,428.36	426,500.00	424,300.00



2025 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 41550 – Assessing

DEPARTMENTAL PROFILE

The primary function of this department is the accurate classification and valuation of all real property listed for taxation. Existing properties need to be physically inspected every five years, all newly constructed structures need to be inspected the year of construction.

DEPARTMENTAL GOALS

Ensure full and accurate valuations for all properties within the City to provide an equitable basis for assessing taxes; provide detailed explanations to citizens with concerns about their properties' valuations; analyze and assimilate data acquired in the appraisal process into a format that will be useful and meaningful to the City and its stakeholders.

EXPENDITURE DETAILS

307-Professional Services
\$63,500

The City currently has a contract with the Anoka County Assessor's Office to complete these services through May 15, 2028

**City of East Bethel
2025 Preliminary Budget**

	Account Description	2022 Actual	2023 Actual	2024 Actual 1/1/24 to 7/31/24	2024 Budget	2025 Preliminary Budget
Assessing						
	E 101-41550-307 Professional Services Fees	58,980.00	59,315.00	29,938.35	62,500.00	63,500.00
		58,980.00	59,315.00	29,938.35	62,500.00	63,500.00



2025 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 41610 – Legal

DEPARTMENTAL PROFILE

Legal provides counsel and support to the City Council and other City staff. In addition, the department prosecutes criminal offenses.

DEPARTMENTAL GOALS

Ensure that the City of East Bethel's interests are proactively, efficiently and thoroughly represented and protected. Closure of many longstanding issues will be aggressively pursued. The City will continue to monitor the current provision of legal services to the City to determine if the aforementioned goals are being met. When it is deemed necessary, legal specialists in various disciplines may be retained to best serve the City's interests. A portion of the cost for prosecution services is recovered through fines and penalties assessed by the court system.

EXPENDITURE DETAILS

303-Legal Services
\$185,000

The City currently has a contract with Eckberg Lammers for Legal services that runs through May 31, 2026.

Civil Services:
1/1/25 to 05/31/25 - \$245.00 per hour
6/1/25 to 12/31/25 – \$250.00 per hour
\$4,800 per month **estimate
\$57,600 annually

Prosecution Services:
1/1/25 to 5/31/25 (5 Months)- \$52,280
6/1/25 to 12/31/25 (7 Months) – \$75,026
\$127,306 annually

**City of East Bethel
2025 Preliminary Budget**

	Account Description	2022 Actual	2023 Actual	2024 Actual 1/1/24 to 7/31/24	2024 Budget	2025 Preliminary Budget
Law and Legal						
	E 101-41610-303 Legal Fees	158,871.61	182,817.86	75,610.42	185,000.00	185,000.00
		158,871.61	182,817.86	75,610.42	185,000.00	185,000.00



2025 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 41940 – General Government Buildings

DEPARTMENTAL PROFILE

The General Government Buildings department provides for the ongoing cleaning, maintenance and utility costs for City Hall and other general City facilities. Costs for other buildings are charged to the functional department using the respective building.

DEPARTMENTAL GOALS

Maximize the efficiency and usability of City Hall to accommodate employees and equipment necessary to best serve customers of the City of East Bethel; ensure a healthy environment for employees and residents using City facilities.

EXPENDITURE DETAILS

211-Cleaning Supplies

\$500

Cleaning supplies for government facilities

219-General Operating Supplies / Safety Supplies

\$1,000

Safety supplies/First Aid for City Hall

223-Bldg/Facility Repair Supplies

\$1,500

Miscellaneous supplies such as light bulbs, power strips, etc.

381-Electric Utilities

\$13,500

Electrical utility services for City Hall and the City billboard

382-Gas Utilities

\$6,000

Gas utilities for City Hall

403-Buildings & Facilities Repair/Maintenance

\$19,500

City Hall janitorial service - \$4,600

Septic system pumping - \$1,500

Annual carpet cleaning \$500

Water Softener Rental - \$300

Senior Center janitorial service - \$3,400

Miscellaneous building repairs - \$9,200

**City of East Bethel
2025 Preliminary Budget**

	Account Description	2022 Actual	2023 Actual	2024 Actual 1/1/24 to 7/31/24	2024 Budget	2025 Preliminary Budget
Government Buildings						
	E 101-41940-211 Cleaning Supplies	906.01	512.90	-	500.00	500.00
	E 101-41940-219 General Operating Supplies	726.05	746.48	1,238.67	1,000.00	1,000.00
	E 101-41940-223 Bldg/Facility Repair Supplies	1,551.60	2,999.07	2,165.75	1,500.00	1,500.00
	E 101-41940-381 Electric Utilities	11,508.92	12,326.17	5,478.72	13,500.00	13,500.00
	E 101-41940-382 Gas Utilities	7,692.19	5,627.70	2,352.59	6,000.00	6,000.00
	E 101-41940-385 Refuse Removal	795.16	909.38	629.20	1,000.00	1,000.00
	E 101-41940-402 Repairs/Maint Machinery/Equip	999.29	325.00	325.00	500.00	500.00
	E 101-41940-403 Bldgs/Facilities Repair/Maint	25,043.01	12,789.02	8,380.57	19,500.00	19,500.00
		49,222.23	36,235.72	20,570.50	43,500.00	43,500.00



2025 Budget

FUND: 101 – General Fund
DEPT/ACTIVITY/PROJECT: 41910 – Planning and Zoning

DEPARTMENTAL PROFILE

The Planning and Zoning division formulates, administrates and interprets ordinances enacted by the City of East Bethel. It is responsible for preparing reports and making presentations to the City Council, Planning Commission (PC) and Economic Development Authority (EDA) to facilitate their decision making. It also assists with code enforcement, oversee GIS functions, economic development, environmental planning, customer service, and related activities.

DEPARTMENTAL GOALS

Improve the assimilating and data processing function for presentations to PC and City Council and EDA; provide timely and thorough review of all PC, City Council and EDA issues; provide accurate information regarding City ordinances and zoning to the public; update GIS functions, provide assistance to residents, developers, real estate agents, appraisers, insurance companies, mortgage companies, etc. regarding City ordinances and procedures. Provide support to EDA.

EXPENDITURE DETAILS

STAFFING

1 Community Development Director
1 City Planner (Proposed)

101-Full-Time Employees Regular
\$181,300

Provides for a 3.5% COLA salary increase for two eligible employees and a step increase for one eligible employee

107 – Commission Member compensation
\$1,700

131-Cafeteria Contribution
\$35,400
City allotment for benefits for full-time employees

307 – Professional Service Fees

\$4,700

Time Savers – Planning and Zoning minute taking - \$2,000

Anoka Conservation District - Land use reviews - \$500

Anoka County – Pictometry - \$2,200

309 - Information Systems

\$5,000

Metro-INET – IT Support

Metro-INET- VOIP Phones

Adobe Acrobat Subscription

321 – Phone

\$500

Cell phone reimbursement for Staff

331 – Travel Expenses

\$100

342 – Legal Notices

\$2,000

Publications of notices for land use proposals, Comprehensive Plan Amendments, and Zoning Ordinance Amendments

421 – Software Licensing

\$6,000

Datafi (GIS) licensing \$5,500

Laserfiche license \$500

423 – Filing Fees

\$2,000

Filing fees at Anoka County (plats, agreements, resolutions, etc)

433 – Dues and Subscriptions

\$1,200

Minnesota Chapter American Planning Association - \$850

Economic Development Association - \$320

434 – Conferences/Meetings

\$1,000

League of MN Cities Workshops

Ehlers Conference

**City of East Bethel
2025 Preliminary Budget**

	Account Description	2022 Actual	2023 Actual	2024 Actual 1/1/24 to 7/31/24	2024 Budget	2025 Preliminary Budget
Planning and Zoning						
	E 101-41910-101 Full-Time Employees Regular	156,387.95	89,945.88	51,799.52	100,200.00	181,300.00
	E 101-41910-102 Full-Time Employees Overtime	452.10	-	-	-	-
	E 101-41910-103 Part-Time Employees	4,062.00	189.00	-	600.00	-
	E 101-41910-107 Commissions and Boards	1,060.00	1,400.00	-	1,700.00	1,700.00
	E 101-41910-122 PERA-Coordinated Plan	11,927.88	6,278.29	3,884.97	7,500.00	13,600.00
	E 101-41910-125 FICA/Medicare	13,215.44	7,441.10	4,483.65	9,200.00	16,900.00
	E 101-41910-126 Deferred Compensation	3,769.39	2,000.18	1,077.02	2,000.00	4,000.00
	E 101-41910-131 Cafeteria Contribution	32,200.00	17,100.00	10,150.00	17,400.00	35,400.00
	E 101-41910-151 Worker s Comp Insurance Prem	914.62	1,089.53	1,255.58	2,000.00	2,000.00
	E 101-41910-201 Office Supplies	43.46	-	-	100.00	100.00
	E 101-41910-231 Small Tools and Minor Equip	6,019.54	-	-	-	-
	E 101-41910-307 Professional Services Fees	3,873.05	4,350.00	3,723.75	23,700.00	4,700.00
	E 101-41910-309 Information Systems	6,639.11	6,517.08	4,445.22	7,700.00	5,000.00
	E 101-41910-321 Telephone	-	480.00	-	500.00	500.00
	E 101-41910-331 Travel Expenses	-	24.89	-	100.00	100.00
	E 101-41910-341 Personnel Advertising	652.40	652.40	-	-	-
	E 101-41910-342 Legal Notices	1,834.15	2,473.49	1,367.30	2,000.00	2,000.00
	E 101-41910-421 Software Licensing	5,400.00	5,400.00	5,400.00	6,000.00	6,000.00
	E 101-41910-423 Filing Fees	828.00	1,518.00	690.00	2,000.00	2,000.00
	E 101-41910-433 Dues and Subscriptions	616.00	445.00	-	1,200.00	1,200.00
	E 101-41910-434 Conferences/Meetings	-	-	-	1,000.00	1,000.00
		249,895.09	147,304.84	88,277.01	184,900.00	277,500.00



2025 Budget

FUND: 101 – General Fund
DEPT/ACTIVITY/PROJECT: 42410 – Building Inspection

DEPARTMENTAL PROFILE

This department is responsible for conducting plan reviews and on-site inspections for all building activity, septic systems installed within the City as required by State Building Code and code enforcement. The Building Official is also the Code Compliance Officer.

DEPARTMENTAL GOALS

Provide plan reviews and permit issuances in a timely manner, i.e., residential reviews and permits issued within 3-14 working days of receipt of complete application; commercial and institutional plan reviews and permits issued within 30 days of receipt of completed application (commercial plan review time frame does not include State or County reviews); conduct on-site inspections as scheduled in a professional manner; provide information to the public regarding building codes, septic codes, and city ordinances; conduct city ordinance violation inspections.

EXPENDITURE DETAILS

STAFFING

1 Building Official
1 Building Inspector
1 Building Permit Technician

101-Full-Time Employees Regular
\$259,800
Provides for a 3.5% COLA salary increase for three employees.

131-Cafeteria Contribution
\$53,100
City allotment for benefits for full-time employees

212- Motor Fuels
\$6,000
Fuel Costs

219-General Operating Supplies

\$2,200

Includes replacement stamps for plan reviews, scale rulers, plan hangers, plan drawer, new file cabinets, dividers, picture paper, etc. Updating building code books.

221 – Motor Vehicle Parts

\$1,100

Replacement of tires on one Building Department vehicle

309 - Information Systems

\$13,500

Metro-INET – IT Support

Metro-INET- VOIP Phones

Adobe Acrobat Subscription

321 – Telephone

\$1,100

Cell Phone charges for Building Official and Building Inspector

351-Printing and Duplicating

\$300

Inspection cards, permit applications, postcards for septic pumping and other forms related to building inspection, code enforcement and dangerous dog enforcement

421-Software Licensing

\$3,000

Annual support for Permit Works software (Complaint Tracker, Septic, and Permitting).

431-Vehicle Replacement Charges

\$6,000

Future truck replacement

433- Dues and Subscriptions

\$400

Membership in the International Code Council (ICC) and Minnesota 10,000 Lakes Chapter of the ICC. MN Building Technician Association.

434-Conferences/Meetings

\$2,900

Building Official/Inspector continuing education to maintain State certifications by attending classes sponsored by the State Building Codes and Standards Department, local colleges, the Minnesota Pollution Control Agency and sewage treatment systems education expenses.

**City of East Bethel
2025 Preliminary Budget**

	Account Description	2022 Actual	2023 Actual	2024 Actual 1/1/24 to 7/31/24	2024 Budget	2025 Preliminary Budget
Building Inspection						
	E 101-42410-101 Full-Time Employees Regular	220,905.37	238,568.46	134,366.40	251,000.00	259,800.00
	E 101-42410-102 Full-Time Employees Overtime	343.88	81.74	-	-	-
	E 101-42410-122 PERA-Coordinated Plan	16,617.45	18,041.65	10,077.48	18,800.00	19,500.00
	E 101-42410-125 FICA/Medicare	18,648.62	19,588.17	10,739.92	23,700.00	24,400.00
	E 101-42410-126 Deferred Compensation	5,769.39	6,000.18	3,231.06	6,000.00	6,000.00
	E 101-42410-131 Cafeteria Contribution	49,000.00	51,300.00	30,450.00	52,200.00	53,100.00
	E 101-42410-151 Worker s Comp Insurance Prem	1,702.06	1,960.16	1,736.36	2,300.00	2,000.00
	E 101-42410-201 Office Supplies	488.35	223.71	19.10	1,300.00	-
	E 101-42410-212 Motor Fuels	6,365.15	5,425.72	2,747.08	5,000.00	6,000.00
	E 101-42410-219 General Operating Supplies	172.24	594.13	125.05	1,200.00	2,200.00
	E 101-42410-221 Motor Vehicles Parts	16.94	108.93	155.60	1,100.00	1,100.00
	E 101-42410-231 Small Tools and Minor Equip	4,763.65	-	-	-	-
	E 101-42410-307 Professional Services Fees	-	4,709.60	-	-	-
	E 101-42410-309 Information Systems	8,274.26	9,775.68	6,667.79	11,500.00	13,500.00
	E 101-42410-321 Telephone	359.60	544.27	-	600.00	1,100.00
	E 101-42410-331 Travel Expenses	82.50	-	-	-	-
	E 101-42410-351 Printing and Duplicating	120.70	325.00	-	300.00	300.00
	E 101-42410-421 Software Licensing	2,990.00	2,990.00	2,990.00	4,000.00	3,000.00
	E 101-42410-422 Auto/Misc Licensing Fees/Taxes	38.50	-	-	100.00	100.00
	E 101-42410-431 Equipment Replacement Chgs	3,000.00	3,000.00	3,000.00	3,000.00	6,000.00
	E 101-42410-433 Dues and Subscriptions	100.00	100.00	383.00	400.00	400.00
	E 101-42410-434 Conferences/Meetings	2,350.00	2,103.43	-	2,900.00	2,900.00
		342,108.66	365,440.83	206,688.84	385,400.00	401,400.00



2025 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 42110 – Police

DEPARTMENTAL PROFILE

This department accounts for police protection and animal control services within the City of East Bethel. The level of Anoka County Sheriff provides patrol service for 36 hours daily coverage and 0 hours of weekly coverage by Anoka County Community Service Officers (CSO'S).

DEPARTMENTAL GOALS

Increase the presence of officers in the City's neighborhoods; support City staff with code enforcement and monitoring; provide regular, timely progress reports to the City Council regarding the aforementioned goals; strive to align the perceived priorities of the County Sheriff with the priorities of the City Council; increase the effectiveness, efficiency and accountability of animal control services.

EXPENDITURE DETAILS

307-Professional Services

\$1,473,000

Anoka County – Law Enforcement Contract \$1,468,368 **estimate

Animal Humane Society—Animal Control \$5,000

**City of East Bethel
2025 Preliminary Budget**

	Account Description	2022 Actual	2023 Actual	2024 Actual 1/1/24 to 7/31/24	2024 Budget	2025 Preliminary Budget
Police Protection						
	E 101-42110-307 Professional Services Fees	1,172,334.00	1,223,474.00	1,082,445.75	1,400,000.00	1,473,000.00
		1,172,334.00	1,223,474.00	1,082,445.75	1,400,000.00	1,473,000.00



2025 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 42210 – Fire Department

DEPARTMENTAL PROFILE

The primary mission of the East Bethel Fire Department is to provide a range of programs designed to protect the lives and property of the residents and visitors of the City of East Bethel from the adverse effects of fires, motor vehicle accidents, industrial accidents, hazardous materials incidents, or exposure to dangerous conditions.

DEPARTMENTAL GOALS

It is our vision to be known as an innovative and progressive fire department. We are dedicated to the delivery of effective fire suppression, rescue services and quality fire/safety education to the public. We strive to offer the best available education and training to our firefighters. We desire to have an atmosphere of open communication which promotes the health and welfare of individual members.

EXPENDITURE DETAILS

STAFFING

1 Full-time Fire Chief
1 Full-time Fire Inspector
1 Deputy Fire Chief
2 District Fire Chiefs
2 Captains
3 Lieutenants
35 Paid On-call Firefighters

101-Full-Time Employees Regular
\$195,700
Full-time Fire Chief Position
Full-time Fire Inspector

103-PT Wages and Salaries
\$209,600
Deputy Fire Chief \$864.35 per month
District Fire Chief \$713.09 per month
Captain \$302.44 per month
Lieutenant \$210.82 per month
Training Officer \$210.82 per month
Probationary Firefighter \$16.18 per hour

Firefighter I \$17.42 per hour
Firefighter II/\$17.95 per hour
Firefighter III \$19.76 per hour
Firefighter II/Officer \$17.95 per hour
Firefighter III/Officer\$19.76 per hour

127- Fire Pensions Contributions-City
\$14,000

Contribution funded directly by City taxpayers. This amount is the estimated amount of a voluntary contribution required by the City. The amount is calculated based on 35 firefighters at \$400 each.

131-Cafeteria Contribution
\$35,400
City share of benefits for full-time employees

135-Disability Insurance
\$1,400

This is the amount paid by the City to fund the disability/life insurance policy purchased on behalf of the Firefighters.

151-Workers Comp Insurance Premium
\$60,000

In addition to the full time Fire Chief and Fire Inspector, the City purchases worker's compensation insurance for volunteer firefighters.

201-Offices Supplies
\$1,000

Provides for consumable supplies for the Fire Department including tablets, pencils and pens.

211-Cleaning Supplies
\$1,000

Paper towels, toilet paper, cleaning products

212-Motors Fuels
\$20,000

The Department's share of fuel costs for 2025

214- Personal Protective Equipment
\$22,000

Personal Protective Equipment for Fire Fighters; turnout gear, helmets, boots, hood and gloves. All gear needing replacing on a 10 year life cycle per OSHA standards.

217-Safety Supplies/Medical Supplies
\$15,000

This covers gloves, glasses, coveralls, and medical supplies, medications carried on board rescue trucks. It also covers medical directorship for EMS (Emergency Medical Services) or medical response protocols, medications (epi, nitro, aspirin, and needles).

219-General Operating Supplies/Facility Repairs

\$4,500

This is for all items used to run the three stations. To cover any minor repairs to the three stations.

221-Motor Vehicles/Equipment Parts

\$8,000

Provides for repair and preventive maintenance on thirteen fire trucks.

222-Tires

\$2,000

This is for replacement of tires on large trucks.

229-Equipment Parts/ Lubricants

\$500

Provides for replacement parts for equipment items such as pumps, jaws-of-life, etc.

231-Small Tools and Minor Equipment

\$24,500

Provides for purchase of minor equipment such as axes, hose, couplings and fittings for fire hoses and the purchase of pagers, three 1 3/4" nozzles, Annual update of older AED (Automatic External Defibrillator) to meet new CPR protocols, replacement of hand held radios.

307-Professional Services Fees

\$7,500

Provides initial physicals, continuing health surveillance of firefighters, behavior management assistance, respiratory screening and Hep -b shots as required by NFPA and OSHA

309-Information Systems

\$31,500

Metro-Inet- IT Support

Metro-Inet- VOIP Phones

Adobe Acrobat Subscription

Anoka County - Fiber Internet

321-Telephones

\$12,000

Provides for analog line at each station, two cellular phone services, fourteen wireless connections for Mobile Dispatch, and cable internet connection at Station 3 for dispatch computer.

381-Electrical Utilities

\$11,500

Electric utility service for three stations

382-Gas Utilities

\$13,000

Gas utility service for three stations

385-Refuse Removal

\$2,300

Refuse removal for three stations

402-Repairs/Maint Machinery/Equip

\$25,500

Repairs to radios, pagers, fire ext., detectors, etc.; warning sirens maintenance and contract, repair of poles for the warning sirens.

403-Bldgs/Facilities Repair/Maint.

\$10,000

Provides for maintenance of SCBA compressor, HVAC, electrical repairs etc. a cleaning service weekly for the restrooms, office area and hallways at Station 1 and Station 3. General maintenance of the interior and exterior of the Fire Stations.

413-Office Equipment Rental

\$2,000

Copier Lease for the copier at station 1

421-Software Licensing (PSDS Fees)

\$14,000

Installation of Dispatch Software to advise responding units and personnel. Also Anoka County Fire Protection Council JPA fees for the Public Safety Data System.

431-Vehicle Replacement Charges

\$130,000

Replacement of Apparatus, SCBA and Extrication Equipment from the Equipment Replacement Fund

433-Dues and Subscriptions

\$2,000

Professional firefighter associations for officers and fire inspectors. Active 911 responding app.

434-Training

\$30,000

Outside training for Fire Fighters and Officers to meet requirements and EMT Refresher for firefighters.

**City of East Bethel
2025 Preliminary Budget**

	Account Description	2022 Actual	2023 Actual	2024 Actual 1/1/24 to 7/31/24	2024 Budget	2025 Preliminary Budget
Fire Protection						
	E 101-42210-101 Full-Time Employees Regular	179,909.79	176,813.61	96,708.43	239,200.00	195,700.00
	E 101-42210-102 Full-Time Employees Overtime	5,501.41	3,657.36	1,613.82	12,000.00	12,000.00
	E 101-42210-103 Part-Time Employees	195,862.72	181,987.03	99,388.74	202,500.00	209,600.00
	E 101-42210-122 PERA-Coordinated Plan	16,890.04	30,872.29	17,403.16	44,500.00	36,800.00
	E 101-42210-125 FICA/Medicare	24,752.82	16,751.89	9,178.13	20,700.00	20,400.00
	E 101-42210-126 Deferred Compensation	4,077.29	4,000.36	2,154.04	6,000.00	4,000.00
	E 101-42210-127 Fire Pension Contribution-City	14,000.00	14,000.00	-	14,000.00	14,000.00
	E 101-42210-128 Fire Pension Contrib.-State	80,697.36	94,071.02	-	80,000.00	-
	E 101-42210-131 Cafeteria Contribution	35,964.38	34,200.00	20,300.00	52,200.00	35,400.00
	E 101-42210-135 Disability Insurance	1,354.75	1,354.75	1,354.75	1,400.00	1,400.00
	E 101-42210-141 Unemploy Benefit Payments		4.78	13.12	-	-
	E 101-42210-151 Worker s Comp Insurance Prem	37,369.86	40,699.75	48,499.40	60,000.00	60,000.00
	E 101-42210-201 Office Supplies	2,401.35	247.53	73.94	1,000.00	1,000.00
	E 101-42210-203 Books/Ref. Materials/Software	-	74.95	-	1,000.00	-
	E 101-42210-211 Cleaning Supplies	1,761.17	337.20	188.12	1,000.00	1,000.00
	E 101-42210-212 Motor Fuels	18,760.16	16,816.05	7,599.55	20,000.00	20,000.00
	E 101-42210-213 Lubricants and Additives	220.26	1,027.32	65.82	800.00	-
	E 101-42210-214 Clothing & Personal Equipment	7,005.93	10,604.62	4,805.96	20,000.00	22,000.00
	E 101-42210-215 Shop Supplies	8.99	27.54	20.00	300.00	-
	E 101-42210-217 Safety Supplies	11,456.85	12,388.38	3,883.53	13,000.00	15,000.00
	E 101-42210-219 General Operating Supplies	1,963.06	2,971.71	2,485.22	3,500.00	4,500.00
	E 101-42210-221 Motor Vehicles Parts	5,605.48	7,143.85	5,093.51	5,000.00	8,000.00
	E 101-42210-222 Tires	1,325.00	776.00	-	2,000.00	2,000.00
	E 101-42210-223 Bldg/Facility Repair Supplies	607.09	1,101.99	1,838.92	3,500.00	-
	E 101-42210-229 Equipment Parts	1,575.51	-	-	800.00	500.00
	E 101-42210-231 Small Tools and Minor Equip	40,649.58	30,039.23	8,175.99	24,500.00	24,500.00
	E 101-42210-306 Personnel/Labor Relations	-	50.00	-	-	-
	E 101-42210-307 Professional Services Fees	5,370.00	10,170.52	4,400.00	7,500.00	7,500.00
	E 101-42210-309 Information Systems	17,444.88	22,790.88	20,350.62	33,800.00	31,500.00
	E 101-42210-321 Telephone	10,346.17	13,296.74	6,725.93	10,500.00	12,000.00
	E 101-42210-331 Travel Expenses		34.06	-	-	-
	E 101-42210-351 Printing and Duplicating	476.30	-	23.40	500.00	-
	E 101-42210-381 Electric Utilities	10,972.49	10,268.66	4,547.66	10,500.00	11,500.00
	E 101-42210-382 Gas Utilities	16,312.16	12,267.33	4,578.89	12,000.00	13,000.00
	E 101-42210-385 Refuse Removal	2,252.65	2,273.68	909.30	2,300.00	2,300.00
	E 101-42210-401 Motor Vehicle Services (Lic d)	1,372.64	2,261.81	1,556.85	1,500.00	-
	E 101-42210-402 Repairs/Maint Machinery/Equip	24,052.23	7,540.00	9,255.74	25,500.00	25,500.00
	E 101-42210-403 Bldgs/Facilities Repair/Maint	8,556.14	10,541.28	10,552.44	10,000.00	10,000.00
	E 101-42210-413 Office Equipment Rental	1,525.08	1,587.36	806.68	2,000.00	2,000.00
	E 101-42210-421 Software Licensing	11,058.56	9,842.00	12,297.00	14,000.00	14,000.00
	E 101-42210-431 Equipment Replacement Chgs	125,000.00	125,000.00	125,000.00	125,000.00	130,000.00
	E 101-42210-433 Dues and Subscriptions	1,810.00	2,045.25	1,052.99	1,700.00	2,000.00
	E 101-42210-434 Conferences/Meetings	34,188.11	31,952.83	19,203.32	25,000.00	30,000.00
		960,458.26	943,891.61	552,104.97	1,110,700.00	979,100.00



2025 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 43110 – Engineering

DEPARTMENTAL PROFILE

Engineering encompasses surveys, design support, mapping, planning assistance and other general engineering activities necessary for municipal operations. Services are provided for by a consulting engineer. This department will account for costs that cannot be charged directly to developers or do not directly relate to another functional department.

DEPARTMENTAL GOALS

Provide continued assistance in further updates to the transportation plan; provide review and update services on public work standards for public works facilities and infrastructure; maintain the City's storm water management plan and continue to provide support to City staff and City customers as necessary.

EXPENDITURE DETAILS

302-Engineering Services
\$20,000
Project services and support

**City of East Bethel
2025 Preliminary Budget**

	Account Description	2022 Actual	2023 Actual	2024 Actual 1/1/24 to 7/31/24	2024 Budget	2025 Preliminary Budget
Engineering						
	E 101-43110-302 Architect/Engineering Fees	12,526.34	9,473.25	3,949.26	30,000.00	20,000.00
		12,526.34	9,473.25	3,949.26	30,000.00	20,000.00



2025 Budget

FUND: 101 – General Fund
DEPT/ACTIVITY/PROJECT: 43201 – Park Maintenance

DEPARTMENTAL PROFILE

Park Maintenance is responsible for the design, construction and maintenance of city parks, trails, pavilions, docks, picnic tables, restrooms, cemeteries etc., including: 17 ball fields, 7 pavilions, 2 skateboard parks, 1 orienteering course, 3 cemeteries, bridges, 6 tennis courts, 14 playgrounds, 6 basketball courts, cross-country ski trails, and walking trails.

DEPARTMENTAL GOALS

Continue weekly summertime safety and maintenance inspections of playgrounds and shelter buildings to ensure high quality facilities; repair/upgrade park signage as necessary; maintain 250 acres of manicured turf areas with a normal mowing cycle of every five days; upgrade and re-chip trails and 14 playgrounds; maintain park amenities; maintain trees, shrubs, and plants.

EXPENDITURE DETAILS

STAFFING

1 – Public Works Maintenance Technician Lead
3 – Public Works Maintenance Technician
1 - Seasonal Maintenance Worker (summer)

101-Full-Time Employees Regular Salaries
\$280,400

Provides for a 3.5% COLA salary increase and a STEP salary increase for one eligible employee

102-FT- Overtime
\$1,200

25 hours of overtime to staff special events such as Booster Days, National Night Out and other emergency maintenance situations including snow and ice removal

103-PT-Wages and Salaries

\$7,000

1 seasonal employee for part time help during the summer months

131-Cafeteria Contribution

\$70,800

City allotment for benefits for full-time employees

211-Cleaning Supplies

\$600

Cleaning agents, paper products, brooms, brushes, etc. to maintain park facilities

212-Motor Fuels

\$24,000

Diesel and gasoline for mowers, trucks and other maintenance equipment

213-Lubricants and Additives

\$500

Oil, grease and hydraulic fluid for park maintenance equipment

214-Clothing and Personal Equipment

\$3,000

12 months of uniform rental for maintenance employees, employee allowance for safety boots

215-Shop Materials

\$400

Materials necessary to fabricate and/or repair park equipment

216 Chemicals/Chemical products

\$5,000

Includes fertilizer, weed control, etc.

217-Safety Supplies

\$700

Safety vests, gloves, hearing protection, safety goggles and other safety equipment

218-Welding Supplies

\$100

Welding rods, gasses and other supplies incidental to welding

219-General Operating Supplies

\$1,200

Fencing, paint, building repair materials, playground equipment, picnic tables, waste cans and other supplies for operating the park system

221-Motor Vehicles Parts

\$2,100

Repair parts and maintenance items for licensed vehicles, etc.

222-Tires

\$1,000

Replacement tires for mowers, trucks and ball field grooming equipment

223-Repair Maintenance Buildings and Facilities

\$3,500

Paint, lumber, vandalism repair supplies, and maintenance parts for irrigation systems

225-Park and Landscape Supplies

\$7,000

Black dirt, sod, seed, Ag lime, mulch, lumber for bridges, walkways, class five for parking lots, and asphalt for trails and lots, safety mulch for playgrounds

226-Signs and stripping

\$1,500

New park signs and striping of lots and handicap zones

229-Equipment Parts

\$5,000

Parts installed in-house on park maintenance equipment. Includes alternators, belts, batteries, blades and small engine appurtenances. More work has been completed in-house so this category has increased.

231-Small tools and minor equipment

\$2,000

Saws, shovels, hand tools, bobcat attachments, etc. for trails and parks maintenance.

306-Personnel/Labor Relations

\$300

Drug compliance testing for all CDL license holders

307-Professional Services Fees

\$600

Fee for taking Park Commission meeting minutes

309 - Information Systems

\$500

Metro-INET - IT support

321-Telephone

\$1,900

Cell phones for Park Maintenance workers

341-Advertising-Personnel

\$200

Advertising costs for vacancies created through attrition, resignation and staffing addition

342-Advertising-Legal Notices

\$100

Notices for public hearings for park grants or designations

381-Electric

\$5,000

Electric service for various parks throughout the City at pavilions and park shelters including the warming building at John Anderson Park

384-Sewer

\$300

Pumping of septic systems at Booster East and Booster West Parks and John Anderson Park

385-Refuse Removal

\$1,000

Contracted refuse removal services at all City parks and tree removal in City Parks

387-Heating Fuels/Propane

\$300

Propane for thawing graves for winter opening

401-Motor Vehicles (Licensed)

\$1,000

Repair and maintenance service from outside vendors when in-house technicians/mechanics are unable to make the repairs

402-Equipment Services (Non-licensed)

\$2,500

Repair and maintenance service from outside vendors when in-house technicians/mechanics are unable to make the repairs

403-Buildings and Facilities

\$3,500

Repair and maintenance services for park buildings and facilities, e.g., significant electrical work, well and septic systems, etc., when City staff are unable to make the necessary repairs

405-Park and Landscape Services

\$1,500

Landscape services that are more efficiently done by outside vendors; cemetery items, head stone maintenance, replacement, surveys and upkeep

415-Other Equipment Rentals

\$10,500

Rental of portable toilets in parks including special events such as Booster Day. Rental of Warming House at the East Bethel Ice Arena.

422-Auto/Misc Licensing Fees/Taxes

\$1,000

Tax exempt licensure for City owned vehicles. Annual assessment from Coon Lake Improvement District of City owned property adjacent to the lake.

431-Vehicle Replacement Charges

\$20,000

Park contribution to Equipment Replacement Fund for future acquisition of equipment and rolling stock

434-Confernces/Meetings/Training

\$500

Funding for required classes to keep certifications current and continuing education conferences

**City of East Bethel
2025 Preliminary Budget**

	Account Description	2022 Actual	2023 Actual	2024 Actual 1/1/24 to 7/31/24	2024 Budget	2025 Preliminary Budget
Public Works - Park Maintenance						
	E 101-43201-101 Full-Time Employees Regular	239,086.79	258,628.21	141,434.40	269,200.00	280,400.00
	E 101-43201-102 Full-Time Employees Overtime	1,097.82	1,055.45	-	1,200.00	1,200.00
	E 101-43201-103 Part-Time Employees	2,648.00	5,693.63	3,182.38	7,000.00	7,000.00
	E 101-43201-105 Employee On Call/Standby Pay	4,462.75	7,262.64	4,773.26	6,200.00	6,200.00
	E 101-43201-107 Commissions and Boards	740.00	920.00	-	1,700.00	1,700.00
	E 101-43201-122 PERA-Coordinated Plan	18,224.77	19,676.45	10,965.55	20,400.00	21,200.00
	E 101-43201-125 FICA/Medicare	23,075.50	24,969.53	13,639.68	27,600.00	28,600.00
	E 101-43201-126 Deferred Compensation	7,736.70	7,880.41	4,284.43	8,000.00	8,000.00
	E 101-43201-131 Cafeteria Contribution	67,200.00	68,400.00	40,600.00	69,600.00	70,800.00
	E 101-43201-151 Worker s Comp Insurance Prem	15,726.74	17,936.58	21,968.56	23,000.00	23,000.00
	E 101-43201-211 Cleaning Supplies	578.16	793.73	225.50	600.00	600.00
	E 101-43201-212 Motor Fuels	25,341.94	23,314.43	9,963.39	20,000.00	24,000.00
	E 101-43201-213 Lubricants and Additives	420.57	1,812.15	52.99	500.00	500.00
	E 101-43201-214 Clothing & Personal Equipment	2,625.54	2,969.77	1,158.26	2,500.00	3,000.00
	E 101-43201-215 Shop Supplies	16.31	53.23	2.34	400.00	400.00
	E 101-43201-216 Chemicals and Chem Products	4,125.06	3,760.88	-	5,000.00	5,000.00
	E 101-43201-217 Safety Supplies	596.92	1,770.04	59.99	700.00	700.00
	E 101-43201-218 Welding Supplies	112.11	-	-	100.00	100.00
	E 101-43201-219 General Operating Supplies	409.11	219.78	234.65	1,200.00	1,200.00
	E 101-43201-221 Motor Vehicles Parts	1,011.53	705.87	42.89	2,100.00	2,100.00
	E 101-43201-222 Tires	1,044.72	-	49.98	1,000.00	1,000.00
	E 101-43201-223 Bldg/Facility Repair Supplies	4,230.15	12,069.88	2,408.05	3,500.00	3,500.00
	E 101-43201-225 Park/Landscaping Materials	9,787.29	6,483.92	4,744.23	7,000.00	7,000.00
	E 101-43201-226 Sign/Striping Repair Materials	-	-	63.96	1,500.00	1,500.00
	E 101-43201-229 Equipment Parts	9,688.45	4,894.06	6,721.20	5,000.00	5,000.00
	E 101-43201-231 Small Tools and Minor Equip	3,759.78	3,043.70	628.77	1,500.00	2,000.00
	E 101-43201-306 Personnel/Labor Relations	67.50	-	116.00	300.00	300.00
	E 101-43201-307 Professional Services Fees	200.00	991.75	5,788.54	600.00	600.00
	E 101-43201-309 Information Systems	344.64	344.64	160.30	500.00	500.00
	E 101-43201-321 Telephone	720.00	1,840.00	-	1,900.00	1,900.00
	E 101-43201-341 Personnel Advertising	30.00	913.20	-	200.00	200.00
	E 101-43201-342 Legal Notices	-	-	-	100.00	100.00
	E 101-43201-381 Electric Utilities	4,317.32	4,412.53	1,551.10	5,000.00	5,000.00
	E 101-43201-384 Sewer Utilities	-	-	-	300.00	300.00
	E 101-43201-385 Refuse Removal	-	-	-	1,000.00	1,000.00
	E 101-43201-387 Heating Fuels/Propane	-	-	14.04	300.00	300.00
	E 101-43201-401 Motor Vehicle Services (Lic d)	-	-	-	1,000.00	1,000.00
	E 101-43201-402 Repairs/Maint Machinery/Equip	58.00	2,719.11	-	2,500.00	2,500.00
	E 101-43201-403 Bldgs/Facilities Repair/Maint	5,079.26	109.00	-	3,500.00	3,500.00
	E 101-43201-405 Park & Landscape Services	1,900.00	-	-	1,500.00	1,500.00
	E 101-43201-415 Other Equipment Rentals	8,796.30	9,730.00	5,411.03	10,500.00	10,500.00
	E 101-43201-422 Auto/Misc Licensing Fees/Taxes	281.00	468.70	849.10	1,000.00	1,000.00
	E 101-43201-431 Equipment Replacement Chgs	17,000.00	17,000.00	17,000.00	17,000.00	20,000.00
	E 101-43201-434 Conferences/Meetings	550.87	-	275.00	500.00	500.00
		483,091.60	512,843.27	298,369.57	534,200.00	556,400.00



2025 Budget

FUND: 101 – General Fund
DEPT/ACTIVITY/PROJECT: 43220 – Street Maintenance

DEPARTMENTAL PROFILE

The department is responsible for maintenance of the City’s streets, roadways, storm sewer system, and right-of-ways.

DEPARTMENTAL GOALS

Snow removal from City streets within 24 hours of a snow event; brush cutting and road side ditch mowing such that clear site distances of 100 feet are maintained; annual review of all streets to assess condition; sweep all streets annually; patch and crack seal streets in accordance with road maintenance plan; maintain gravel roads for proper drainage and drivability; maintain storm sewer system in accordance with NPDES plan.

EXPENDITURE DETAILS

STAFFING

- 1 - Public Works Manager
- 1 - Public Works Maintenance Technician Lead
- 3 - Public Works Maintenance Technician
- 1 - Seasonal Maintenance Worker (summer)

101-Full-Time Employees Regular Salaries

\$400,400

Provides for a 3.5% COLA salary increase for each employee and STEP increases for two eligible employees

102 FT-Overtime

\$12,000

Thirty five hours per person for snow plowing

103-PT-Wages and Salaries

\$7,000

1 seasonal employee for part time help during the summer months

131-Cafeteria Contribution

\$88,500

City allotment for benefits for full-time employees

201 Office Supplies

\$100

Paper, pens, ink for copier and printer

211-Cleaning Supplies

\$800

Maintenance facility bathroom and break room supplies, supplies for cleaning maintenance shop and vehicles.

212-Motor Fuels

\$45,000

Gasoline and diesel fuel for maintenance equipment

213-Lubricants and Additives

\$5,000

Oil, grease and hydraulic fluid for maintenance equipment, DEF Fluid for Diesel Engines. Increase in preventative maintenance and changing oil on the fire trucks has increased the spending in this category.

214-Clothing and Personal Equipment

\$3,000

Uniforms for maintenance employees, safety boot allowance per employee

215-Shop Supplies

\$1,500

Tape, grinding wheels, mechanic wire, paints, polishes, zip ties, nuts and bolts, electrical wire and connectors

216-Chemicals and Chemical Products

\$200

Solvents, degreasers, floor dry, oil spill absorbers, etc.

217-Safety Supplies

\$1,800

Safety vests/shirts, ear protection devices, safety glasses and goggles, gloves, chaps, caution tape, warning cones and barricades

218-Welding Supplies

\$1,000

Gases, rods, flat steel and cold rolled stock needed to make repairs and fabricate replacement items on maintenance equipment

219-General Operating Supplies

\$500

Lumber, plastic tarps, erosion control devices, lath for staking, string line, straps

221-Motor Vehicle Parts

\$11,000

Repair parts and service items installed by maintenance employees, including alternators, belts, hoses, starters, lights, mufflers, filters, etc. More work being completed in-house, more preventative maintenance, less major repairs that need to be contracted out.

222-Tires

\$7,000

Replacement tires for maintenance equipment; on average, an F-550 requires 6 tires replaced on a three year basis with an average cost of \$225 per tire and total cost of \$1,350. A single axle dump truck requires 6 truck tires @ \$300 each to be replaced on each truck every 4 years or an annual cost of \$1,800. Replace two tractor tires @ \$1,200 ea. and 4 tires on a F-150 for a total cost of \$600. Motor grader is \$10,000. Front end loader is \$7,000.

223-Bldg/Facility Repair Supplies

\$1,000

Materials for repair to shop building and property

224-Street Maintenance Supplies

\$100,500

650 tons of salt -- \$65,000; asphalt patching material at \$25,000; culverts at \$5,000; black dirt for shoulder restoration at \$3,000 and boulevard maintenance materials at \$500; 100 tons of ice control sand--\$1,000; 100 tons of Class V—\$1,500. Salt prices have been up 33% over the past two years.

226-Signs and Striping Supplies

\$11,000

Replacement/upgrade of street signs and lane striping on MSA routes.

229- Equipment Parts

\$14,000

Equipment parts purchased and installed by maintenance employees on non-licensed equipment, including alternators, belts, hoses, starters, lights, mufflers, etc.

230-Snowplow Cutting Edges

\$10,000

Replacement cutting edges for five snowplows. Includes front plow, wing, and underbody at a cost of \$2,000 per truck. An average winter will require one replacement per truck

231-Small Tools and Minor Equipment

\$5,000

Hand tools (wrenches, pliers, screwdrivers, etc.), saws, drills, grinders, shovels, lutes, and compressors

306-Personnel and Labor Relations

\$400

Drug testing for CDL enforcement

307- Professional Service Fees

\$5,200

Animal control trappers and GIS development - \$1,000

SafeAssure Safety Consultant - \$4,200

SafeAssure provides annual OSHA required training

309 - Information Systems

\$9,000

Metro-Inet – IT Support

321- Telephone

\$1,600

Cellular phones for Street Maintenance Staff

331 – Travel Expenses

\$1,000

Mileage reimbursement for On Call

341-Personnel Advertising

\$100

General advertising for positions that may open due to attrition or resignation

342- Legal Notices

\$100

Publishing overlay and Class-5 bid requests

381-Utility Services-Electric

\$20,000

Electric service for maintenance facilities, street lights and signals; projected budgeted amount is in line with historical electrical utility bills

382-Utility Service-Gas

\$9,700

Gas service for maintenance facilities

385-Utility Services-Refuse Removal

\$6,000

Refuse removal at maintenance facility. Contracted tree removal in R.O.W with a single tree costing between \$1,000 and \$4,000.

388-Utility Services-Hazardous Waste Disposal

\$500

Cleanup and disposal of hazardous waste such as meth lab debris, tires and batteries

401-Motor Vehicle Services (Licensed)

\$8,200

Contractual repairs on City owned equipment that cannot be performed in-house

402-Equipment Services (Non-licensed)

\$6,400

Contractual repairs on City owned equipment that cannot be performed in-house

403-Buldings and Facilities

\$4,000

Air filters, door sweeps, lights, rugs, hand towels, doors, HVAC, etc.

404-Street Maintenance Services

\$55,000

Provides \$15,000 for various street repairs that cannot be handled in house and \$40,000 for Class V material

422-Auto License Fees

\$100

Tax exempt licensure required for City owned maintenance vehicles

431- Vehicle Replacement Charges

\$140,000

Funding for Street Maintenance major equipment purchases through the Equipment Replacement Fund

433-Dues and Subscriptions

\$100

Membership dues for the State contract service; permits the City to more economically purchase off of State contracts that are specified and bid by the State

434-Conferences/Meetings/Training

\$400

Funding for required classes to keep certifications current and continuing education conferences

**City of East Bethel
2025 Preliminary Budget**

	Account Description	2022 Actual	2023 Actual	2024 Actual 1/1/24 to 7/31/24	2024 Budget	2025 Preliminary Budget
Public Works - Streets						
	E 101-43220-101 Full-Time Employees Regular	326,192.68	342,907.13	199,550.83	373,300.00	400,400.00
	E 101-43220-102 Full-Time Employees Overtime	7,286.59	13,400.04	2,927.70	12,000.00	12,000.00
	E 101-43220-103 Part-Time Employees	2,648.00	5,693.62	3,182.37	7,000.00	7,000.00
	E 101-43220-105 Employee On Call/Standby Pay	10,748.93	11,106.37	6,101.27	11,900.00	11,900.00
	E 101-43220-122 PERA-Coordinated Plan	25,432.36	27,249.09	15,643.53	30,100.00	32,100.00
	E 101-43220-125 FICA/Medicare	32,316.70	35,243.73	20,069.97	38,300.00	40,500.00
	E 101-43220-126 Deferred Compensation	9,764.58	9,735.93	5,408.75	10,000.00	10,000.00
	E 101-43220-131 Cafeteria Contribution	81,200.00	81,225.00	50,750.00	87,000.00	88,500.00
	E 101-43220-151 Worker s Comp Insurance Prem	20,865.10	23,666.14	28,540.45	40,000.00	40,000.00
	E 101-43220-201 Office Supplies	43.95	23.99	-	100.00	100.00
	E 101-43220-211 Cleaning Supplies	685.98	753.29	33.50	800.00	800.00
	E 101-43220-212 Motor Fuels	44,843.37	43,454.93	16,881.62	40,000.00	45,000.00
	E 101-43220-213 Lubricants and Additives	6,703.17	1,154.46	3,263.51	5,000.00	5,000.00
	E 101-43220-214 Clothing & Personal Equipment	2,901.46	2,951.77	2,244.10	3,000.00	3,000.00
	E 101-43220-215 Shop Supplies	1,189.36	1,254.85	1,282.37	1,500.00	1,500.00
	E 101-43220-216 Chemicals and Chem Products	34.74	69.81	-	200.00	200.00
	E 101-43220-217 Safety Supplies	2,424.14	835.77	1,644.53	1,800.00	1,800.00
	E 101-43220-218 Welding Supplies	732.38	529.64	-	1,000.00	1,000.00
	E 101-43220-219 General Operating Supplies	203.25	337.11	-	500.00	500.00
	E 101-43220-221 Motor Vehicles Parts	11,940.16	20,658.06	12,671.94	10,000.00	11,000.00
	E 101-43220-222 Tires	7,203.94	9,584.12	1,061.66	6,000.00	7,000.00
	E 101-43220-223 Bldg/Facility Repair Supplies	4,528.61	868.12	1,053.73	1,000.00	1,000.00
	E 101-43220-224 Street Maint Materials	65,529.92	121,819.00	46,371.42	100,500.00	100,500.00
	E 101-43220-226 Sign/Striping Repair Materials	4,480.85	8,587.77	4,642.54	11,000.00	11,000.00
	E 101-43220-229 Equipment Parts	14,646.84	19,185.70	7,005.45	14,000.00	14,000.00
	E 101-43220-230 Snowplow Cutting Edges	11,680.10	12,130.30	713.00	10,000.00	10,000.00
	E 101-43220-231 Small Tools and Minor Equip	5,029.84	1,684.87	718.25	5,000.00	5,000.00
	E 101-43220-306 Personnel/Labor Relations	767.50	695.00	161.00	400.00	400.00
	E 101-43220-307 Professional Services Fees	4,043.61	4,561.17	4,407.50	5,000.00	5,200.00
	E 101-43220-309 Information Systems	8,431.17	6,402.24	4,780.29	7,500.00	9,000.00
	E 101-43220-321 Telephone	1,159.17	1,984.27	169.56	1,600.00	1,600.00
	E 101-43220-331 Travel Expenses	988.82	842.19	437.85	1,000.00	1,000.00
	E 101-43220-341 Personnel Advertising	494.30	652.40	-	100.00	100.00
	E 101-43220-342 Legal Notices	420.00	-	-	100.00	100.00
	E 101-43220-381 Electric Utilities	20,223.25	19,924.55	9,703.65	20,000.00	20,000.00
	E 101-43220-382 Gas Utilities	9,671.23	9,641.99	2,743.00	7,000.00	9,700.00
	E 101-43220-385 Refuse Removal	13,411.40	17,204.33	4,583.40	3,200.00	6,000.00
	E 101-43220-388 Hazardous Waste Disposal	135.00	-	-	500.00	500.00
	E 101-43220-401 Motor Vehicle Services (Lic d)	1,407.68	29,020.54	4,645.29	8,200.00	8,200.00
	E 101-43220-402 Repairs/Maint Machinery/Equip	1,463.20	805.92	-	6,400.00	6,400.00
	E 101-43220-403 Bldgs/Facilities Repair/Maint	5,781.31	4,891.22	7,884.20	4,000.00	4,000.00
	E 101-43220-404 Street Maint Services	47,998.54	32,293.81	-	55,000.00	55,000.00
	E 101-43220-422 Auto/Misc Licensing Fees/Taxes	226.25	142.00	173.75	100.00	100.00
	E 101-43220-431 Equipment Replacement Chgs	135,000.00	135,000.00	135,000.00	135,000.00	140,000.00
	E 101-43220-433 Dues and Subscriptions	2,110.00	-	100.00	100.00	100.00
	E 101-43220-434 Conferences/Meetings	270.00	1,424.06	-	400.00	400.00
		955,259.43	1,061,596.30	606,551.98	1,076,600.00	1,128,600.00



2025 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 45311 – Civic Events

DEPARTMENTAL PROFILE

This department accounts for funding of community events and activities.

DEPARTMENTAL GOALS

Provide funding for events that foster and promote community pride in the City of East Bethel.

EXPENDITURE DETAILS

307 - Professional Services
 \$6,500 Booster Days Fireworks Display

**City of East Bethel
2025 Preliminary Budget**

	Account Description	2022 Actual	2023 Actual	2024 Actual 1/1/24 to 7/31/24	2024 Budget	2025 Preliminary Budget
Civic Events						
	E 101-45311-307 Professional Services Fees	6,500.00	6,500.00	6,500.00	6,500.00	6,500.00
		6,500.00	6,500.00	6,500.00	6,500.00	6,500.00



2025 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 48140 – Risk Management

DEPARTMENTAL PROFILE

Risk Management provides for the City's insurance needs, excluding workers compensation which is charged to the respective departments.

DEPARTMENTAL GOALS

Continually reassess the City's insurance needs; promptly report and follow through on all claims; regularly solicit insurance providers to ensure that the City has the most cost effective coverage in place; complete a comprehensive analysis of all of the City's coverage.

EXPENDITURE DETAILS

307-Professional Services
\$6,000

The City has a contract that runs through 12/31/27 with Corporate Four Insurance to provide assistance with administering the City's general, property, and vehicle insurance program.

\$6,000 Agent Fees

361-General Liability Insurance
\$37,500

Includes excess liability insurance of \$1 million in addition to \$1.5 million of general liability insurance coverage.

362-Property Insurance
\$54,500

Insurance covering all property owned by the City

363-Automotive Insurance
\$10,000

Insurance for City vehicles

**City of East Bethel
2025 Preliminary Budget**

	Account Description	2022 Actual	2023 Actual	2024 Actual 1/1/24 to 7/31/24	2024 Budget	2025 Preliminary Budget
Risk Management						
	E 101-48140-307 Professional Services Fees	5,000.00	5,000.00	5,000.00	5,000.00	6,000.00
	E 101-48140-361 General Liability Ins	32,288.00	38,502.00	37,154.00	38,000.00	37,500.00
	E 101-48140-362 Property Ins	38,314.00	45,370.00	54,114.00	45,500.00	54,500.00
	E 101-48140-363 Automotive Ins	13,075.00	13,045.00	9,768.00	13,500.00	10,000.00
		88,677.00	101,917.00	106,036.00	102,000.00	108,000.00



2025 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 49360 – Transfers Out

DEPARTMENTAL PROFILE

All transfers from the General Fund are identified and accounted for in this department. Transfers include amounts identified for Road Capital for street projects such as mill and overlay and paving projects and General Capital for general capital projects such as buildings, parking lots, etc. By creating this department, the results of operating departments will not be affected by capital spending that tends to fluctuate from year to year. Operating departments' expenditures will reflect only operating costs which should remain fairly consistent from year to year.

DEPARTMENTAL GOALS

Continued accurate tracking and oversight of all inter-fund transfers.

EXPENDITURE DETAILS

932-Transfer to Building Capital Fund
\$50,000
Set aside funds for future building needs

935-Transfer to Roads Capital Fund
\$600,000
Allocate funding for roads projects to include mill and overlay and construction

936-Transfer to Parks Capital Fund
\$110,000
Funding for park projects such as playground equipment replacement

**City of East Bethel
2025 Preliminary Budget**

	Account Description	2022 Actual	2023 Actual	2024 Actual 1/1/24 to 7/31/24	2024 Budget	2025 Preliminary Budget
Transfers / Other						
	E 101-49360-932 Bldg Capital Transfers	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00
	E 101-49360-935 Street Capital Transfers	500,000.00	500,000.00	550,000.00	550,000.00	600,000.00
	E 101-49360-936 Parks Capital Transfers	95,000.00	100,000.00	100,000.00	100,000.00	110,000.00
	E 101-49360-934 Debt Fund Transfer	-	-	-	-	-
		645,000.00	650,000.00	700,000.00	700,000.00	760,000.00

City of East Bethel

2025 Special Revenue Fund Budget (Summary)

Fund Description	Recycling	HRA	EDA	Total
Fund Number	226	230	232	
Revenue				
Levy		77,000	136,200	213,200
County Grants	66,100			66,100
Fees	2,000			2,000
Interest Earnings	500	1,000	1,000	2,500
Total Revenue	68,600	78,000	137,200	283,800
Expenditures				
Supplies	2,300	-	-	2,300
Fees for Service	66,300	-	13,300	79,600
Transfer to General for Salaries	-	32,000	121,000	153,000
Total Expenditures	68,600	32,000	134,300	234,900
Revenue over Expenditures	-	46,000	2,900	48,900



2025 Budget

FUND: 226 - Recycling Fund
DEPT/ACTIVITY/PROJECT: 43235 – Recycling Operations

DEPARTMENTAL PROFILE

Recycling Operations provide for the collection and disposal of recyclable waste. A grant from Anoka County provides partial funding for this service.

DEPARTMENTAL GOALS

Determine the appropriate role of the City in regard to the operation and funding of the recycling center.

REVENUE DETAILS

33600-County Grants

\$66,100

Anoka County reimbursement grant for recycling activities

34403-Recyclables Redeemed

\$2,000

The City receives revenue for receipts on its “recycling days” and users of the recycled oil receptacle are asked to donate for the service. All other revenues for aluminum, glass, newspaper, tin and glass are retained by various community groups.

EXPENDITURE DETAILS

223 – Building Facility Repair Supplies

\$2,000

Recycle building and equipment repair costs

307-Professional Services

\$46,500

Management fees for operating the recycling center.

Cedar East Bethel Lions: \$1,200 monthly to manage the Recycling Center and \$418.04 per month for drop off Saturday recycling: \$20,000

Electronics Recycling: \$2,000

First State Tire Recycling: \$2,000

Evergreen Recycling: \$22,500

322-Postage/Delivery

\$2,000

Share of newsletter costs; delivery of recycled cardboard to the redemption center (all other recyclables' transport costs are paid by the benefiting entity)

381-Electric Utilities

\$1,000

Electrical service for the recycle building

382-Gas Utilities

\$1,500

Gas service for the recycle building

385-Refuse Removal

\$6,000

Disposal costs of non-recyclable waste left at the recycling center and from Coon Lake clean up day

402-Repairs/Maint Machinery/Equip

\$1,500

Repair/maintenance/replacement of equipment

403-Bldgs/Facilities Repair/Maint

\$4,400

Repair and maintenance service from outside vendors when city staff is unable to make repairs

415-Other Equipment Rentals

\$1,000

Rental of porta-potties at the recycling center

422-Auto/Misc Licensing Fees/Taxes

\$2,000

**City of East Bethel
2025 Preliminary Budget**

	Account Description	2022 Actual	2023 Actual	2024 Actual 1/1/24 to 7/31/24	2024 Budget	2025 Preliminary Budget
Recycling						
	E 226-43235-219 General Operating Supplies	87.79	1,116.67	952.41	300.00	300.00
	E 226-43235-223 Bldg/Facility Repair Supplies	4,998.41	146.71	50.24	2,000.00	2,000.00
	E 226-43235-307 Professional Services Fees	32,073.66	30,365.12	19,822.86	46,500.00	46,500.00
	E 226-43235-322 Postage/Delivery	1,773.72	991.58	475.00	2,000.00	2,000.00
	E 226-43235-331 Travel Expenses	5.50	81.48	19.43	100.00	100.00
	E 226-43235-351 Printing and Duplicating	250.83	139.38	-	300.00	300.00
	E 226-43235-381 Electric Utilities	872.91	799.90	411.57	1,600.00	1,000.00
	E 226-43235-382 Gas Utilities	1,820.79	1,484.18	781.39	1,500.00	1,500.00
	E 226-43235-385 Refuse Removal	5,827.75	6,989.03	4,589.15	5,500.00	6,000.00
	E 226-43235-402 Repairs/Maint Machinery/Equip	1,465.00	-	-	1,500.00	1,500.00
	E 226-43235-403 Bldgs/Facilities Repair/Maint	171.00	14.00	15.00	4,400.00	4,400.00
	E 226-43235-415 Other Equipment Rentals	883.93	1,100.00	560.00	1,000.00	1,000.00
	E 226-43235-422 Auto/Misc Licensing Fees/Taxes	1,373.64	1,426.88	1,989.36	1,500.00	2,000.00
		51,604.93	44,654.93	29,666.41	68,200.00	68,600.00



2025 Budget

FUND: 230 – Housing & Redevelopment Authority
DEPT/ACTIVITY/PROJECT: 23000 – Housing & Redevelopment

DEPARTMENTAL PROFILE

The City is authorized by Minnesota Statutes, Chapter 469.001 to 469.047(the ACT) to establish a Housing and Redevelopment Authority (HRA) to address;

- a) the shortage of decent, safe and sanitary dwelling accommodations available to persons of low and moderate income and their families at prices and amounts they can afford within the City of East Bethel;
- b) substandard, slum or blighted areas existing within the City of East Bethel which cannot be redeveloped without government assistance.

DEPARTMENTAL GOALS

The East Bethel Housing and Redevelopment Authority's purpose is to provide a sufficient supply of adequate, safe and sanitary dwellings to persons of low and moderate income.

EXPENDITURE DETAILS

933-Transfer to City General Fund

\$32,000

Support Executive Director, Community Development Director, Finance Director, and Support Staff

**City of East Bethel
2025 Preliminary Budget**

	Account Description	2022 Actual	2023 Actual	2024 Actual 1/1/24 to 7/31/24	2024 Budget	2025 Preliminary Budget
HRA						
	E 230-23000-307 Professional Services Fees	-	900.00	416.50	-	-
	E 230-23000-933 Gen 1 Fund Reimb Transfers	30,000.00	30,000.00	31,000.00	31,000.00	32,000.00
		30,000.00	30,900.00	31,416.50	31,000.00	32,000.00



2025 Budget

FUND: 232 – Economic Development Authority
DEPT/ACTIVITY/PROJECT: 23200 – Economic Development Authority

DEPARTMENTAL PROFILE: The EDA addresses the City’s need to proactively deal with economic development, housing, and redevelopment issues within the city. It is responsible for making presentations to the EDA and City Council to facilitate their decision making. It also includes direct interaction with the business community.

DEPARTMENTAL GOALS: The East Bethel EDA goals are to assist in increasing the amounts and types of services offered within the city, help restore blighted properties by encouraging redevelopment activities, achieve commercial development, encourage development of housing with the city that is safe, diverse, and gives residents affordable options to own a home and markets the City to promote Economic Development activities.

EXPENDITURE DETAILS

107-Commission and Boards
\$1,000

307-Professional Services Fees
\$12,300
\$11,000 - Civic Plus City Website
\$800 - Anoka County Economic Development Cost Share
\$500 – Economic Development Association

933-Transfer to City General Fund
\$121,000
Support Executive Director, Community Development Director and Support Staff

**City of East Bethel
2025 Preliminary Budget**

	Account Description	2022 Actual	2023 Actual	2024 Actual 1/1/24 to 7/31/24	2024 Budget	2025 Preliminary Budget
EDA						
	E 232-23200-107 Commissions and Boards	520.00	820.00	-	1,000.00	1,000.00
	E 232-23200-201 Office Supplies	32.14	-	-	-	-
	E 232-23200-307 Professional Services Fees	68,773.04	11,419.02	12,286.37	12,000.00	12,300.00
	E 232-23200-433 Dues and Subscriptions	125.00	215.00	-	-	-
	E 232-23200-933 Gen 1 Fund Reimb Transfers	120,000.00	120,000.00	115,000.00	115,000.00	121,000.00
		189,450.18	132,454.02	127,286.37	128,000.00	134,300.00

City of East Bethel 2025 Debt Service Budget

Fund Description	2015A	2014A	Total
Fund Number	310	311	
Revenue			
Levy	651,000	330,000	981,000
Special Assessments	10,500	-	10,500
Interest Earned	1,500	6,000	7,500
Total Revenue	663,000	336,000	999,000
Expenditures			
Principal	235,000	210,000	445,000
Interest	346,000	149,500	495,500
Fiscal Agent Fees	1,500	1,500	3,000
Total Expenditures	582,500	361,000	943,500
Revenue over Expenditures	80,500	(25,000)	55,500

*2015A is the former 2010A--refinanced in 2015.

These were issued to fund construction of water/sewer infrastructure improvements

*2014A is the former 2010B--refinanced in 2014.

These were issued to fund construction of water/sewer infrastructure improvements

City of East Bethel
Debt Service Schedule

Paying Agent
Callable

Bond Trust
2/1/2023

Bond Trust
2/1/2023

	2015A Feb/Aug	2014A Feb/Aug	Total
Original Principal	\$ 11,850,000	\$ 5,485,000	
	310	311	
Principal	235,000.00	210,000.00	445,000.00
Interest	345,800.00	149,337.50	495,137.50
Total 2025	580,800.00	359,337.50	940,137.50
Principal	290,000.00	220,000.00	510,000.00
Interest	335,300.00	143,425.00	478,725.00
Total 2026	625,300.00	363,425.00	988,725.00
Principal	350,000.00	225,000.00	575,000.00
Interest	324,250.00	137,025.00	461,275.00
Total 2027	674,250.00	362,025.00	1,036,275.00
Principal	420,000.00	230,000.00	650,000.00
Interest	312,700.00	130,200.00	442,900.00
Total 2028	732,700.00	360,200.00	1,092,900.00
Principal	480,000.00	245,000.00	725,000.00
Interest	299,200.00	122,462.50	421,662.50
Total 2029	779,200.00	367,462.50	1,146,662.50
Principal	555,000.00	255,000.00	810,000.00
Interest	283,675.00	113,712.50	397,387.50
Total 2030	838,675.00	368,712.50	1,207,387.50
Principal	665,000.00	265,000.00	930,000.00
Interest	264,959.38	104,612.50	369,571.88
Total 2031	929,959.38	369,612.50	1,299,571.88
Principal	750,000.00	280,000.00	1,030,000.00
Interest	242,850.01	95,075.00	337,925.01
Total 2032	992,850.01	375,075.00	1,367,925.01
Principal	770,000.00	295,000.00	1,065,000.00
Interest	218,618.76	85,012.50	303,631.26
Total 2033	988,618.76	380,012.50	1,368,631.26
Principal	790,000.00	310,000.00	1,100,000.00
Interest	193,268.76	74,425.00	267,693.76
Total 2034	983,268.76	384,425.00	1,367,693.76
Principal	815,000.00	320,000.00	1,135,000.00
Interest	166,678.13	62,600.00	229,278.13
Total 2035	981,678.13	382,600.00	1,364,278.13
Principal	840,000.00	255,000.00	1,095,000.00
Interest	138,750.00	51,100.00	189,850.00
Total 2036	978,750.00	306,100.00	1,284,850.00
Principal	860,000.00	265,000.00	1,125,000.00
Interest	110,062.50	40,700.00	150,762.50
Total 2037	970,062.50	305,700.00	1,275,762.50
Principal	885,000.00	280,000.00	1,165,000.00
Interest	80,062.50	29,800.00	109,862.50
Total 2038	965,062.50	309,800.00	1,274,862.50
Principal	910,000.00	295,000.00	1,205,000.00
Interest	48,650.00	18,300.00	66,950.00
Total 2039	958,650.00	313,300.00	1,271,950.00
Principal	935,000.00	310,000.00	1,245,000.00
Interest	16,362.50	6,200.00	22,562.50
Total 2040	951,362.50	316,200.00	1,267,562.50
Principal due 2025 to 2040	10,550,000.00	4,260,000.00	14,810,000.00
Interest due 2025 to 2040	3,381,187.54	1,363,987.50	4,745,175.04
Rates	City Council Packet, page 73		3.0 - 4.0%

City of East Bethel 2025 Enterprise Fund Budget (Summary)

Fund Description Fund Number	Water 601	Sewer 602	Arena 615	Total
Revenue				
Sales	278,000	275,400	221,800	775,200
Penalties	2,000	1,000	-	3,000
Interest	50,000	50,000	5,000	105,000
Total Revenue	330,000	326,400	226,800	883,200
Expenditures				
Salaries	-	-	42,400	42,400
Transfer to General Fund for Salaries	72,000	72,000	59,700	203,700
Supplies	32,100	3,000	6,700	41,800
Fees for Service	59,800	87,000	86,000	232,800
Reserve Capacity Loan Payment (Interest)	-	50,000	-	50,000
Total Current Expenditures	163,900	212,000	194,800	570,700
Net Cash (Inflow / Outflow)	166,100	114,400	32,000	312,500
Depreciation / Other Non Operating Expenses				
Depreciation	257,000	280,000	32,000	569,000
Reserve Capacity Loan Payment (Principal)		181,500		181,500
Total Non-Current Expenditures	257,000	461,500	32,000	750,500
Total Expenditures	420,900	673,500	226,800	1,321,200
Net Income	(90,900)	(165,600)	-	(256,500)



2025 Budget

FUND: 601 - Water Fund
DEPT/ACTIVITY/PROJECT: 49401 – Water Utility Operations

DEPARTMENTAL PROFILE

Water Utility Operations provide for the distribution of water to customers, the provision of proper metering equipment to measure usage and the timely reading of meters to ensure accurate billing of customers. Currently, the City owns and operates two separate water systems from four municipal wells. Wells #3 and #4, along with the water treatment facility and water tower, service the southern portion of the city. Wells #1 and #2, along with two pressure tanks, service the Whispering Aspen development.

DEPARTMENTAL GOALS

Provide adequate capacity, perform required maintenance and work to facilitate the orderly implementation of service to new residents.

USER FEE SUMMARY

The City of East Bethel utilizes an enterprise fund accounting system that isolates revenue and expenditures for its water operation. The water fund is supported through a set of user fees that are analyzed on an annual basis to ensure cash flow needs are being met and to begin building adequate reserves in order to replace existing infrastructure as it becomes depreciated.

The typical water customer can be classified into three different categories—residential (whispering aspen), residential (viking preserve) and non-residential each with a fixed and variable component to the cost structure. There are currently 149 residential parcels and 32 (324 ERU’s) non-residential parcels serviced by the City’s water system. All rates are chronicled below:

	2024	2025
RESIDENTIAL Whispering Aspen		
BASE CHARGE	\$18.77 PER MONTH	\$18.77 PER MONTH
USAGE CHARGES		
0 - 5,000 GALLONS PER MONTH	\$10.60 PER 1,000 Gallons	\$10.60 PER 1,000 Gallons
5,001 - 10,000 GALLONS PER MONTH	\$12.72 PER 1,000 Gallons	\$12.72 PER 1,000 Gallons
Over 10,000 GALLONS PER MONTH	\$15.26 PER 1,000 Gallons	\$15.26 PER 1,000 Gallons
 COMMERCIAL / Non Residential / PHASE I / Viking Preserve		
BASE CHARGE	\$17.50 PER ERU/MONTH	\$17.50 PER ERU/MONTH
USAGE CHARGES		
0 – 5,000 GALLONS PER MONTH	\$3.50 PER 1,000 Gallons	\$3.50 PER 1,000 Gallons
5,001 to 10,000 GALLONS PER MONTH	\$3.80 PER 1,000 Gallons	\$3.80 PER 1,000 Gallons
Over 10,000 GALLONS PER MONTH	\$4.10 PER 1,000 Gallons	\$4.10 PER 1,000 Gallons

EXPENDITURE DETAILS

211-Cleaning Supplies

\$100

Cleaning agents for cleaning the lab and treatment room at the water plant

216-Chemicals and Chemical Products

\$8,000

Chemicals added to the water supply for health and safety purposes

223-Bldg/Facility Repair Supplies

\$3,000

Miscellaneous materials for repair and maintenance of the water building

227-Utility System Supplies

\$20,000

Water supply and distribution system; valve boxes, covers, extensions and castings; install 1 new fire hydrant

231-Small Tools & Minor Equip

\$1,000

Tools and equipment required for the daily operation of the water treatment and distribution facilities

307-Professional Services

\$7,000

Required periodic water testing and software upgrades for treatment plant.

309-Information Systems

\$4,500

Metro-Inet – IT Support

321-Telephone

\$5,000

Landline, security line, and DSL line at both Water Treatment plants

381-Electric Utilities

\$20,000

Utilities for the Water Plant/Whispering Aspen Community Center

382-Gas Utilities

\$4,000

Utilities for the Water Plant/Whispering Aspen Community Center

402-Repairs/Maintenance on Machinery/Equipment

\$1,000

Repair/maintenance/replacement of fire hydrants and other equipment

403-Buildings/Facilities Repair and Maintenance

\$15,000

General building repair items

421-Software Licensing

\$2,000

Banyon Utility Billing Software

434-Conferences and Meetings

\$1,000

Costs associated with annual re-certification of water licenses

481-Depreciation Expense

\$257,000

Specific items that will be depreciated are: Water mains, Wells #2/#3/#4, Water Treatment facility, Meters, Water Tower, Lateral lines, and Water Stubs.

933-Transfer to City General Fund

\$72,000

Support Public Works Manager, Public Works Maintenance and Administration Staff

**City of East Bethel
2025 Preliminary Budget**

	Account Description	2022 Actual	2023 Actual	2024 Actual 1/1/24 to 7/31/24	2024 Budget	2025 Preliminary Budget
Expenditures						
	E 601-49401-211 Cleaning Supplies	45.80	48.98	-	100.00	100.00
	E 601-49401-216 Chemicals and Chem Products	7,651.62	8,692.47	2,695.26	7,500.00	8,000.00
	E 601-49401-217 Safety Supplies		149.18	-	-	-
	E 601-49401-223 Bldg/Facility Repair Supplies	2,049.69	3,740.36	59.99	2,000.00	3,000.00
	E 601-49401-227 Utility Maint Supplies	12,718.16	26,490.17	224.14	15,000.00	20,000.00
	E 601-49401-231 Small Tools and Minor Equip	76.13	-	-	1,000.00	1,000.00
	E 601-49401-307 Professional Services Fees	1,668.87	6,951.77	80.92	7,000.00	7,000.00
	E 601-49401-309 Information Systems	2,512.50	3,028.80	2,429.64	3,500.00	4,500.00
	E 601-49401-321 Telephone	5,113.71	5,057.70	2,983.61	5,000.00	5,000.00
	E 601-49401-381 Electric Utilities	19,449.19	20,986.51	9,836.66	20,000.00	20,000.00
	E 601-49401-382 Gas Utilities	3,841.40	3,159.37	1,742.77	4,000.00	4,000.00
	E 601-49401-402 Repairs/Maint Machinery/Equip	420.00	-	580.50	1,000.00	1,000.00
	E 601-49401-403 Bldgs/Facilities Repair/Maint	9,537.40	46,463.33	300.65	15,000.00	15,000.00
	E 601-49401-421 Software Licensing	8,894.50	1,850.00	-	1,500.00	2,000.00
	E 601-49401-422 Auto/Misc Licensing Fees/Taxes	-	436.15	1,048.66	300.00	300.00
	E 601-49401-434 Conferences/Meetings	940.00	664.50	825.00	1,000.00	1,000.00
	E 601-49401-481 Depreciation Expense	257,948.04	256,698.25	-	258,000.00	257,000.00
	E 601-49401-933 Gen I Fund Reimb Transfers	66,000.00	68,000.00	69,000.00	69,000.00	72,000.00
	Total Expenditures - Water Fund	398,867.01	452,417.54	91,807.80	410,900.00	420,900.00



2025 Budget

FUND: 602 - Sewer Fund
DEPT/ACTIVITY/PROJECT: 49451 – Sewer Utility Operations

DEPARTMENTAL PROFILE

Sewer Utility Operations provide for the collection of sanitary sewage through a system of gravity sewer lines, force mains, and lift stations with delivery to the Metropolitan Council Environmental Service Wastewater Treatment Facility.

DEPARTMENTAL GOALS

Provide adequate capacity to service customers and provide efficient collection of sanitary sewage.

USER FEE SUMMARY

The City of East Bethel utilizes an enterprise fund accounting system that isolates revenue and expenditures for its sewer operation. The sewer fund is supported through a set of user fees that are analyzed on an annual basis to ensure cash flow needs are being met and to begin building adequate reserves in order to replace existing infrastructure as it becomes depreciated.

The typical sewer customer can be classified into three different categories—residential, mobile and non-residential each with a fixed and variable component to the cost structure. There are currently 149 residential parcels, 32 (324 ERU’s) commercial parcels and 1 mobile customer (roughly 189 mobile units) serviced by the Metropolitan Council’s sewer system that is located in East Bethel. The 2025 proposed sales revenue is based on no additions to the current customer base. All rates are chronicled below:

	2024	2025
Residential / Non-Residential		
BASE CHARGE PER ERU	\$6.30 PER MONTH	\$6.30 PER MONTH
USAGE CHARGE	\$6.70 PER 1,000 GALLONS	\$6.70 PER 1,000 GALLONS
<i>(Residential based on water use during January)</i>		
Mobile Park		
BASE CHARGE	\$1,190 PER MONTH	\$1,190 PER MONTH
USAGE CHARGE	\$6.70 PER 1,000 GALLONS	\$6.70 PER 1,000 GALLONS

EXPENDITURE DETAILS

223-Buildings and Facilities Supplies

\$3,000

Repair materials to keep the sewer collection operational

Sewer system and lift station degreasers and deodorizers and refrigerated sample supply storage unit required by the PCA

Various small tools, replacement of chemical feed pumps and regulators

307-Professional Services

\$70,500

MCES waste water treatment charges

2025 - \$70,500 *Estimate from MCES

2024 - \$72,853

2023 - \$63,188

2022 - \$48,254

2021 - \$34,948

2020 - \$38,069

2019 - \$33,108

2018 - \$26,152

2017 - \$24,772

2016 - \$20,735

381-Electric Utilities

\$4,000

Utilities for the lift stations

403-Buildings/Facilities Repair and Maintenance

\$10,000

Repair services that cannot be performed in-house and sewer line inspection and jetting

421-Software Licensing

\$1,500

Banyon Utility Billing Software

434-Conferences and Meetings

\$1,000

Costs associated with annual re-certification of sewer license

481-Depreciation Expense

\$280,000

The specific items to be depreciated are: manholes, lateral lines, force mains, lift stations, and gravity sewer lines

626-Reserve Capacity Loan Payment

\$49,778

RCL Principal Payment \$181,464

RCL Interest Payment \$49,778

933-Transfer to City General Fund

\$72,000

Support Public Works Manager, Public Works Maintenance Staff and Administration
Costs

**City of East Bethel
2025 Preliminary Budget**

	Account Description	2022 Actual	2023 Actual	2024 Actual 1/1/24 to 7/31/24	2024 Budget	2025 Preliminary Budget
Expenditures						
	E 602-49451-223 Bldg/Facility Repair Supplies	422.64	156.55	-	3,000.00	3,000.00
	E 602-49451-307 Professional Services Fees	48,254.16	63,188.28	48,568.72	73,000.00	70,500.00
	E 602-49451-381 Electric Utilities	3,234.05	2,978.19	1,588.75	4,000.00	4,000.00
	E 602-49451-403 Bldgs/Facilities Repair/Maint	-	7,183.47	5,137.75	10,000.00	10,000.00
	E 602-49451-421 Software Licensing	715.00	1,430.00	-	1,500.00	1,500.00
	E 602-49451-434 Conferences/Meetings	-	-	-	1,000.00	1,000.00
	E 602-49451-481 Depreciation Expense	279,416.29	279,416.29	-	280,000.00	280,000.00
	E 602-49451-626 Loan Payment	583,642.18	532,738.33	-	232,000.00	50,000.00
	E 602-49451-933 Gen 1 Fund Reimb Transfers	66,000.00	68,000.00	69,000.00	69,000.00	72,000.00
	Total Expenditures - Sewer Fund	981,684.32	955,091.11	124,295.22	673,500.00	492,000.00



2025 Budget

FUND: 615 - Arena Fund
DEPT/ACTIVITY/PROJECT: 49851 – Arena Operations

DEPARTMENTAL PROFILE

Arena Operations provides for the operation of the City’s ice arena.

DEPARTMENTAL GOALS

Maintain the exterior of the Arena; oversee and coordinate arena management activities; address deferred maintenance items at the facility and improve the financial performance of the Arena

USER FEE SUMMARY

The City of East Bethel utilizes an enterprise fund accounting system that isolates revenue and expenditures for its arena operation. Thus, the arena fund is supported through a set of user fees that are analyzed on an annual basis to ensure cash flow needs are being met and to begin building adequate reserves in order to replace existing infrastructure as it becomes depreciated.

The two primary users of the arena are the St. Francis Youth Hockey Association and St. Francis High School. The 2025 user rates are proposed to increase to \$210 per hour for prime time ice rental. All rates are chronicled below:

ICE ARENA	2024	2025
ICE ARENA ICE RENTAL - PRIME TIME	\$192/HR	\$210/HR
ICE ARENA ICE RENTAL - NON PRIME TIME	NEGOTIABLE	NEGOTIABLE
LOCKER ROOM RENTAL	\$7,500	\$7,500
DRY FLOOR EVENTS	NEGOTIABLE	NEGOTIABLE

EXPENDITURE DETAILS

103-Part-Time Employees

\$36,000

Part-time employees that operate the ice maintenance equipment, unlock and lock the building daily, supervise the building and any users/visitors, provide daily cleaning and maintenance activities.

933-Transfer to City General Fund

\$59,700

Support Public Works and Administration Staff that conduct Arena related duties

211-Cleaning Supplies

\$2,000

Cleaning supplies for Arena

223-Buildings & Facilities Repair and Maintenance Supplies

\$3,000

Repair and maintain boards, bleachers, HVAC, etc.

309-Information Systems

\$1,000

Internet Service

381-Electric Utilities

\$36,000

Electricity needs for the Arena

382-Gas Utilities

\$25,000

Natural gas heating needs for the Arena

402-Repairs to Machinery

\$2,500

Potential repairs to the Zamboni and other equipment

403-Building & Facilities Repair and Maintenance Services

\$16,500

Outsourced facilities repair not performed by City/Arena employees - \$10,000

Trane - \$6,000 maintenance agreement for ice arena chillers

Wright Hennepin - \$500 Security at the arena

481-Depreciation

\$32,000

Depreciation on Arena and equipment

**City of East Bethel
2025 Preliminary Budget**

	Account Description	2022 Actual	2023 Actual	2024 Actual 1/1/24 to 7/31/24	2024 Budget	2025 Preliminary Budget
Expenditures						
	E 615-49851-103 Part-Time Employees	-	-	-	-	36,000.00
	E 615-49851-125 FICA/Medicare	-	-	-	-	2,800.00
	E 615-49851-151 Worker s Comp Insurance Prem	-	-	-	-	3,600.00
	E 615-49851-211 Cleaning Supplies	2,597.57	1,944.49	1,718.52	2,000.00	2,000.00
	E 615-49851-219 General Operating Supplies	666.57	3,260.61	11.25	1,500.00	1,500.00
	E 615-49851-223 Bldg/Facility Repair Supplies	27,601.06	4,321.44	41,547.30	3,000.00	3,000.00
	E 615-49851-231 Small Tools and Minor Equip	129.97	751.97	-	200.00	200.00
	E 615-49851-307 Professional Services Fees	85,468.50	83,987.50	37,339.95	87,000.00	-
	E 602-49451-933 Gen 1 Fund Reimb Transfers					59,700.00
	E 615-49851-309 Information Systems	900.00	900.00	4,562.39	1,000.00	1,000.00
	E 615-49851-321 Telephone	119.59	64.27	169.58	100.00	-
	E 615-49851-381 Electric Utilities	35,145.92	30,980.60	10,878.60	36,000.00	36,000.00
	E 615-49851-382 Gas Utilities	27,523.53	18,665.19	5,166.22	25,000.00	25,000.00
	E 615-49851-385 Refuse Removal	2,823.32	3,267.30	2,135.90	3,000.00	3,000.00
	E 615-49851-402 Repairs/Maint Machinery/Equip	4,754.64	1,394.14	25.50	2,500.00	2,500.00
	E 615-49851-403 Bldgs/Facilities Repair/Maint	56,916.11	47,058.42	17,462.15	16,500.00	16,500.00
	E 615-49851-422 Auto/Misc Licensing Fees/Taxes	420.00	420.00	40.00	500.00	500.00
	E 615-49851-433 Dues and Subscriptions	-	-	-	1,500.00	1,500.00
	E 615-49851-481 Depreciation Expense	48,777.70	32,014.66	-	32,000.00	32,000.00
	Total Expenditures - Arena	293,844.48	229,030.59	121,057.36	211,800.00	226,800.00



2025 Budget

FUND: 401 – Building Capital Project Fund
DEPT/ACTIVITY/PROJECT: 40100 – Building Capital Projects

DEPARTMENTAL PROFILE

The Building Capital Projects Fund accounts for general capital projects involving general government facilities.

DEPARTMENTAL GOALS

Identify and prioritize projects that would benefit the City; ensure that improvements are done to City specifications and within budget.

REVENUE DETAILS

39201-General Fund Transfer
\$50,000

GENERAL GOVERNMENT FACILITY MANAGEMENT PLAN

City Hall / Senior Center

2241 221st Avenue NE
East Bethel, MN 55011

Fire Station #1

2751 Viking Blvd NE
East Bethel, MN 55092

Public Works / Fire Station #2

2375 221st Avenue NE
East Bethel, MN 55011

Fire Station #3

342 Forest Road
East Bethel, MN 55092



2025 Budget

FUND: 404 – Park Acquisition & Development Fund
DEPT/ACTIVITY/PROJECT: 40400 – Park Acquisition & Development

DEPARTMENTAL PROFILE

The Park Acquisition & Development Fund accounts for funds received from developers that are to be used for the acquisition/development of major park facilities.

DEPARTMENTAL GOALS

Identify and prioritize recreational opportunities that would benefit the residents of the City. The Fund is currently depleted due to the lack of development activity in the City.

**Parks Capital Improvement Plan
2025-2029
Funding Analysis**

PARK ACQUISITION AND DEVELOPMENT FUND	Beginning Balance	Sources (Revenues)	Uses (Project Costs)	Ending Balance
2025 Beginning Balance	\$97,111			
Park Dedication Fees		\$363,000		\$460,111
Park and Playground Development - Viking Meadows			\$200,000	\$260,111
2025 Ending Balance				\$260,111
2026 Beginning Balance	\$260,111			
Park Dedication Fees		\$40,000		\$300,111
Park and Playground Development - Viking Meadows			\$150,000	\$150,111
2026 Ending Balance				\$150,111
2027 Beginning Balance	\$150,111			
Park Dedication Fees		\$40,000		\$190,111
None			\$0	\$190,111
2027 Ending Balance				\$190,111
2028 Beginning Balance	\$190,111			
Park Dedication Fees		\$40,000		\$230,111
Booster West Ballfield Lights			\$350,000	-\$119,889
2028 Ending Balance				-\$119,889
2029 Beginning Balance	-\$119,889			
Park Dedication Fees		\$40,000		-\$79,889
None			\$0	-\$79,889
2029 Ending Balance				-\$79,889
TOTAL PARK ACQUISITION AND DEVELOPMENT FUND SOURCES AND USES		\$523,000	\$700,000	
Park Dedication Fees- Residential = \$2,000 per lot. Multifamily = \$1,500 per unit. Commercial = 5% of land or cash not to exceed \$2,000 per acre.				



2025 Budget

FUND: 407 – Park Capital Fund
DEPT/ACTIVITY/PROJECT: 40700 – Park Capital Projects

DEPARTMENTAL PROFILE

The Park Capital Fund accounts for improvements to parks as part of the five-year plan Capital Improvement Plan.

DEPARTMENTAL GOALS

Implement improvements identified in the five-year plan within the authorized budget; complete improvements identified by the Parks Commission and approved by the Council.

REVENUE DETAILS

39201-General Fund Transfer
\$110,000
Budgeted transfer amount.

**Parks Capital Improvement Plan
2025-2029
Funding Analysis**

PARK CAPITAL FUND	Beginning Balance	Sources (Revenues)	Uses (Project Costs)	Ending Balance
2025 Beginning Balance	\$42,000			
Transfer From General Fund		\$110,000		\$152,000
Bataan St Trail Segment			\$120,000	\$32,000
John Anderson Trail Connection			\$20,000	\$12,000
Misc Park Projects and Tree Planting			\$5,000	\$7,000
2025 Ending Balance				\$7,000
2026 Beginning Balance	\$7,000			
Transfer From General Fund		\$120,000		\$127,000
ZiplineBooster West			\$25,000	\$102,000
Pickleball Courts- Booster West			\$60,000	\$42,000
Concrete Bag Toss/Cornhole (4) Booster Park			\$8,000	\$34,000
Disc Golf Goals (2) Booster Park			\$1,000	\$33,000
Misc Park Projects and Tree Planting			\$5,000	\$28,000
2026 Ending Balance				\$28,000
2027 Beginning Balance	\$28,000			\$28,000
Transfer From General Fund		\$130,000		\$158,000
Pickleball Courts - Various Parks			\$90,000	\$68,000
Concrete Bag Toss/Cornhole (4) Booster Park			\$4,000	\$64,000
Disc Golf Goals (2) Booster Park			\$1,000	\$63,000
Misc Park Projects and Tree Planting			\$5,000	\$58,000
2027 Ending Balance				\$58,000
2028 Beginning Balance	\$58,000			
Transfer From General Fund		\$140,000		\$198,000
Pavement Repair - Booster East			\$90,000	\$108,000
Misc Park Projects and Tree Planting			\$5,000	\$103,000
2028 Ending Balance				\$103,000
2029 Beginning Balance	\$103,000			
Transfer From General Fund		\$150,000		\$253,000
New Park Development			\$100,000	\$153,000
Misc Park Projects and Tree Planting			\$5,000	\$148,000
2029 Ending Balance				\$148,000
TOTAL PARK CAPITAL FUND SOURCES AND USES		\$650,000	\$544,000	



2025 Budget

FUND: 402 – MSA Street Construction Fund
DEPT/ACTIVITY/PROJECT: Multiple

DEPARTMENTAL PROFILE

The MSA Street Construction Fund accounts for amounts received from the State to improve State Aid roads in the City of East Bethel.

DEPARTMENTAL GOALS

Procure and efficiently spend funds received to improve State Aid routes.

**Street Capital Projects
2025-2029
Funding Analysis**

MUNICIPAL STATE AID FUND - FUND 402	Beginning Balance	Sources (Revenues)	Uses (Project Costs)	Ending Balance
2025 Beginning Balance	-\$1,290,000			
Municipal State Aid Funding		\$692,149		-\$597,851
MSA Project			\$0	-\$597,851
2025 Ending Balance				-\$597,851
2026 Beginning Balance	-\$597,851			
Municipal State Aid Funding		\$692,149		\$94,298
Viking Blvd/Sandhill Parkway Left Turn Lane			\$362,000	-\$267,702
Polk-Jackson - Mill & Overlay			\$800,000	-\$1,067,702
Klondike Drive - Mill & Overlay			\$140,000	-\$1,207,702
2026 Ending Balance				-\$1,207,702
2027 Beginning Balance	-\$1,207,702			
Municipal State Aid Funding		\$692,149		-\$515,553
MSA Project			\$0	-\$515,553
2027 Ending Balance				-\$515,553
2028 Beginning Balance	-\$515,553			
Municipal State Aid Funding		\$692,149		\$176,596
MSA Project			\$0	\$176,596
2028 Ending Balance				\$176,596
2029 Beginning Balance	\$176,596			
Municipal State Aid Funding		\$692,149		\$868,745
MSA Project				\$868,745
2029 Ending Balance				\$868,745
TOTAL MUNICIPAL STATE AID FUND SOURCES & USES		\$3,460,745	\$1,302,000	

Note: MSA Funding can be "Advanced Funded" to met certain requirements. The City can advance fund up to 4 times the construction allotment or \$3,000,000 whichever is less
A negative balance is not an indication of too many projects. It simply means the City has anticipated numerous projects and can fund this within the regulations identified by MN DOT.



2025 Budget

FUND: 406 – Street Capital Project Fund
DEPT/ACTIVITY/PROJECT: 40600 – Street Capital Projects

DEPARTMENTAL PROFILE

The Street Capital Projects Fund accounts for amounts used for street improvement projects including reconditioning and overlays.

DEPARTMENTAL GOALS

Identify and prioritize street project needs of the City; ensure that improvements are done to City specifications and within budget; complete improvements identified by the Roads Commission and approved by the Council.

REVENUE DETAILS

39201-General Fund Transfer
\$600,000
Budgeted transfer amount

**Street Capital Projects
2025-2029
Funding Analysis**

STREET CAPITAL FUND - FUND 406	Beginning Balance	Sources (Revenues)	Uses (Project Costs)	Ending Balance
2025 Beginning Balance	\$775,000			
Transfer from General Fund		\$600,000		\$1,375,000
Central Avenue Assessments		\$28,976		\$1,403,976
Fillmore Street Assessments		\$3,050		\$1,407,026
North Metro JPA Maintenance Projects			\$105,000	\$1,302,026
Hidden Haven East - Overlay			\$325,000	\$977,026
Hidden Haven West - Overlay/Reconstruct			\$825,050	\$151,976
2025 Ending Balance				\$151,976
2026 Beginning Balance	\$151,976			
Transfer from General Fund		\$650,000		\$801,976
Central Avenue Assessments		\$28,976		\$830,952
Fillmore Street Assessments		\$3,050		\$834,002
North Metro JPA Maintenance Projects			\$110,000	\$724,002
Cedarbrook - Overlay/Reconstruct			\$405,000	\$319,002
Sunset Drive- Reclaim and Pave (Linwood)			\$300,000	\$19,002
2026 Ending Balance				\$19,002
2027 Beginning Balance	\$19,002			
Transfer from General Fund		\$700,000		\$719,002
Central Avenue Assessments		\$28,976		\$747,978
Fillmore Street Assessments		\$3,050		\$751,028
North Metro JPA Maintenance Projects			\$115,000	\$636,028
London, 225th, 226th - Overlay			\$250,000	\$386,028
Pine Crest Estates - Overlay			\$135,000	\$251,028
224th Ave, 225th Ave -Overlay			\$140,000	\$111,028
2027 Ending Balance				\$111,028
2028 Beginning Balance	\$111,028			
Transfer from General Fund		\$750,000		\$861,028
Central Avenue Assessments		\$28,976		\$890,004
North Metro JPA Maintenance Projects			\$120,000	\$770,004
Quincy St-Overlay			\$50,000	\$720,004
Raintree - Overlay			\$135,000	\$585,004
2028 Ending Balance				\$585,004
2029 Beginning Balance	\$585,004			
Transfer from General Fund		\$750,000		\$1,335,004
North Metro JPA Maintenance Projects			\$125,000	\$1,210,004
Norseland Manor - Overlay			\$450,000	\$760,004
Naples St, Rendova St, 197th Ave- Overlay			\$125,000	\$635,004
2029 Ending Balance				\$635,004
Total Street Capital Fund Sources and Uses		\$3,575,054	\$3,715,050	

**City of East Bethel
2025 Other Governmental Fund Budget (Summary)**

Fund Description Fund Number	TIF 1-2 436	TIF 1-3 437	TIF 1-4 438	TIF 1-5 439	Total
Revenue					
Tax Increment	182,000	104,000	100,000	52,000	438,000
Interest Earned	1,400	1,400	1,400	1,400	5,600
Total Revenue	183,400	105,400	101,400	53,400	443,600
Expenditures					
Pay As You Go	163,800	93,600	90,000	46,800	394,200
Professional Service Fee	18,200	10,400	10,000	5,200	43,800
General Fund Reimbursement	1,400	1,400	1,400	1,400	5,600
Total Expenditures	183,400	105,400	101,400	53,400	443,600
Revenue over Expenditures	-	-	-	-	-

- *TIF 1-2 - East Bethel Village Apartments I and II
- *TIF 1-3 - Viking Preserve 48 Residential Single Family Homes
- *TIF 1-4 - Trident Senior Living
- *TIF 1-5 - Aggressive Hydraulics Expansion

2025 Budget



FUND: 701 – Equipment Replacement Fund
DEPT/ACTIVITY/PROJECT: Multiple

DEPARTMENTAL PROFILE

Equipment Replacement Operations provide for the systematic funding and acquisition of major pieces of equipment necessary for City operations. Accordingly, individual department budgets will not fluctuate based on equipment acquisition activities allowing for better long-term financial analyses, benchmarking and comparisons.

DEPARTMENTAL GOALS

Compare the current and future equipment needs of the City with the current equipment inventory; set up a funding plan to ensure that these equipment needs can be met without borrowing by establishing annual departmental funding requirements that ensure funds availability when equipment is no longer economically viable.

REVENUE DETAILS

39201-General Fund Allocation
\$296,000

Equipment Replacement Schedule	Inspection	Parks	Streets	Fire	Total
2025 Purchases					
Single Axle Plow with dump box and plow equipment			350,000.00		
Sweeper			300,000.00		
Ford F-350 4x4		50,000.00			
John Deere 1600 Wide Area Mower (Scheduled for 2022)		75,000.00			
Landpride 3-Point Mower		17,000.00			
Total					792,000.00
2026 Purchases					
Ford F-450 with dump box/plow			70,000.00		
FORD F-550 - MINI PUMPER REFURBISH/REPLACE				75,000.00	
FORD 550 QUICK ATTACK WITH PUMPER REFURBISH/REPLACE				75,000.00	
Total					220,000.00
2027 Purchases					
Front End Loader			250,000.00		
Kubota		17,000.00			
Kubota with ballfield groomer		20,000.00			
Ford F-450 with dump box/plow			75,000.00		
ROSENBAUERER 6 MAN CAB - 1250 PUMPER REFURBISH				75,000.00	
INTERNATIONAL REG CAB - 1250 PUMPER REFURBUSH				50,000.00	
FORD EXPLORER - DUTY OFFICER Replacement				75,000.00	
Total					562,000.00
2028 Purchases					
Ford F-550 1.5 Ton with dump box			75,000.00		
Excavator			80,000.00		
Ford F-150 4x4			40,000.00		
Vactor/Jetter Truck- Used			100,000.00		
Ford F-350 4x4			45,000.00		
Extraction Tools				150,000.00	
Chevy Colorado - Replacement				100,000.00	
Total					590,000.00
2029 Purchases					
Zero Turn Mower JD930M		15,000.00			
Zero Turn Mower JD930M		15,000.00			
John Deere Tractor and Ditch Mower Attachment			104,000.00		
Ford F350 4X4			45,000.00		
Vermeer Wood Chipper			24,000.00		
Total					203,000.00
2030 and Beyond					
FORD F-550 1.5 TON CHASSIS TRUCK, BOX AND PLOW			60,000.00		
SINGLE AXLE PLOW WITH DUMP BOX AND PLOW EQUIPMENT			365,000.00		
ASPHALT PAVER - USED			60,000.00		
FORD F-350 4WD			40,000.00		
CHEVROLET 3500 4X4			45,000.00		
FORD F-150 4X4			35,000.00		
FORD ESCAPE 4X4	35,000.00				
SPARTAN 6 MAN CAB - 1250 PUMPER Replacement				1,500,000.00	
FIRE TANKER APPARATUS Replacement				1,000,000.00	
FORD 4X4 1T PU - GRASS RIG Replacement				100,000.00	
2020 Chevy Tahoe #9542 Replacement				100,000.00	
TRACTOR		60,000.00			
FELLING 18 FT TRAILER			12,000.00		
FREIGHTLINER, DUMP BODY, HOIST, PLOW, WING SANDER			360,000.00		
FREIGHTLINER, DUMP BODY, HOIST, PLOW, WING SANDER			365,000.00		
FORD F-450 1.5 TON CHASSIS TRUCK, BOX AND PLOW			80,000.00		
JOHN DEERE GRADER			250,000.00		
PICK UP TRUCK			45,000.00		
FORD ESCAPE 4X4	35,000.00				
FORD 4x4 1T PU - GRASS RIG Replacement				100,000.00	
FORD F-550 - MINI PUMPER Replacement				400,000.00	
FORD 550 QUICK ATTACK WITH PUMPER Replacement				400,000.00	
4 X 4 FOUR DOOR UTILITY PICKUP TRUCK Replacement				100,000.00	
SPARTAN 6 MAN CAB - 1250 PUMPER Replacement				1,500,000.00	
SELF CONTAINED BREATHING APPARATUS				500,000.00	
FIRE TANKER APPARATUS REFURBISH				100,000.00	
VACTOR TRUCK			300,000.00		
TANDEM AXLE DUMP TRUCK, PLOW, HOIST, SANDER			400,000.00		
FORD ESCAPE 4X4	35,000.00				
INTERNATIONAL REG CAB - 1250 PUMPER Replacement				1,500,000.00	
ROSENBAUERER 6 MAN CAB - 1250 PUMPER				1,500,000.00	
Mercury 25 ELHPT - Boat				40,000.00	
Skidsteer (recycling center-used)		25,000.00			
T66 Bobcat			90,000.00		
Total					11,537,000.00
Total Scheduled Purchases		294,000.00	4,065,000.00	9,440,000.00	13,904,000.00



2025 Budget

FUND: 702 – Compensated Absences Fund
DEPT/ACTIVITY/PROJECT: Multiple

DEPARTMENTAL PROFILE

Compensated Absences Fund provides for the funding of the City's obligation of earned but unused vacation and sick pay benefits. These benefits are payable only upon employees' severance from employment.

DEPARTMENTAL GOALS

Compare each employee's accrued obligation on an annual basis and expense any increase to individual departments. Consequently, the period in which the services are rendered incurs the expense. Individual department budgets will not fluctuate based on employees separation from employment and the accumulation of these benefits.

REVENUE DETAILS

39201-Transfer from General Fund

\$N/A

To be determined when liability is calculated at year end.

EXPENDITURE DETAILS

Determined when employee separates from City service.

**CITY OF EAST BETHEL
EAST BETHEL, MINNESOTA**

RESOLUTION NO. 2024-58

RESOLUTION SETTING DATE FOR FINAL BUDGET AND TAX LEVY HEARING

WHEREAS, Minnesota Statutes 275.065 requires that on or before September 30th of every year, at a regularly scheduled meeting of the City Council at which the City Council adopts a preliminary property tax levy, the City Council must announce the time and place of a regularly scheduled meeting at which the final property tax levy and budget will be discussed and the final property tax levy and budget will be determined.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EAST BETHEL, MINNESOTA THAT: the regularly scheduled meeting on Monday, December 9, 2024 at 7:00 PM at City Hall is hereby designated as the meeting at which City Council will discuss and adopt the final 2025 Property Tax Levy and 2025 Budget.

BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT: a certified copy of this resolution be provided to the Anoka County Auditor.

Adopted this 9th day of September 2024, by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

Kevin Lewis, Mayor

ATTEST:

Matt Look, City Administrator

**CITY OF EAST BETHEL
EAST BETHEL, MINNESOTA**

RESOLUTION NO. 2024-59

**RESOLUTION SETTING THE PRELIMINARY PROPERTY TAX LEVY AND
BUDGET FOR 2025**

WHEREAS, Minnesota Statutes Chapter 275.065 requires that the City Council adopt a preliminary property tax levy and budget on or before September 30; and

WHEREAS, the City Council has considered the operating needs and debt service needs for fiscal year 2025.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT: the preliminary property tax levies and budgets for the General Fund and the Debt Service Funds for 2025 are as follows:

General Levy:	\$5,427,200
Debt Service Levy:	
2015A	\$651,000
2014A	\$330,000
	<u>\$6,408,200</u>

**The above levy includes the amount necessary to cover debt service requirements in 2025 and cancels any previous scheduled amounts.*

<u>2025 Expenditures Budgets:</u>	General Fund	\$6,992,000
	Special Revenue Funds	\$234,900
	Debt Service Funds	\$943,500
	Enterprise Funds	\$1,321,200

BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT: a certified copy of this Resolution be provided to the Anoka County Auditor.

Adopted this 9th day of September 2024, by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

Kevin Lewis, Mayor

ATTEST:

Matt Look, City Administrator

**CITY OF EAST BETHEL
EAST BETHEL, MINNESOTA**

RESOLUTION NO. 2024-60

**RESOLUTION SETTING THE PRELIMINARY ECONOMIC DEVELOPMENT
AUTHORITY PROPERTY TAX LEVY AND BUDGET FOR 2025**

WHEREAS, Minnesota Statutes Chapter 275.065 requires that the City Council adopt a preliminary property tax levy and budget on or before September 30; and

WHEREAS, the City Council has considered the operating needs of the Economic Development Authority for fiscal year 2025.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT: the preliminary property tax levy and budgets for the Economic Development Authority for 2025 are as follows:

Economic Development Authority Levy	\$136,200
Economic Development Authority Budget	\$134,300

BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT: a certified copy of this Resolution be provided to the Anoka County Auditor.

Adopted this 9th day of September 2024, by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

Kevin Lewis, Mayor

ATTEST:

Matt Look, City Administrator

**CITY OF EAST BETHEL
EAST BETHEL, MINNESOTA**

RESOLUTION NO. 2024-61

**RESOLUTION SETTING THE PRELIMINARY HOUSING AND REDEVELOPMENT
AUTHORITY PROPERTY TAX LEVY AND BUDGET FOR 2025**

WHEREAS, Minnesota Statutes Chapter 275.065 requires that the City Council adopt a preliminary property tax levy and budget on or before September 30; and

WHEREAS, the City Council has considered the operating needs of the Housing and Redevelopment Authority for fiscal year 2025.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT: the preliminary property tax levy and budgets for the Housing and Redevelopment Authority for 2024 are as follows:

Housing and Redevelopment Authority Levy	\$77,000
Housing and Redevelopment Authority Budget	\$32,000

BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT: a certified copy of this Resolution be provided to the Anoka County Auditor.

Adopted this 9th day of September 2024, by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

Kevin Lewis, Mayor

ATTEST:

Matt Look, City Administrator

**City of East Bethel
City Council Meeting
Agenda Item Information**



Date: September 9, 2024

Agenda Item Number: Item 6.0 A-G

Requested Action: Consider approving the Consent Agenda as presented

Background Information:

Item A – Approve Bills

Item B – August 26, 2024 City Council Meeting Minutes

Minutes from the August 12, 2024 City Council meeting are attached for your review.

Item C – 2025 ACSO Law Enforcement Contract

The Anoka County Sheriff's Office (ACSO) presented their 2025 East Bethel Law Enforcement Contract proposal to the City Council on July 22, 2024. The cost of the proposed 2025 contract is \$1,468,368 and is reflected in the 2025 Preliminary City budget. The 2024 contract was \$1,390,993. The difference in the costs is \$77,375 or an increase of 5.5% for the 2025 service.

Staff recommends Council consider approval of the ACSO 2025 Law Enforcement Contract for the City of East Bethel as presented in Attachment in 6.0 C.

Item D – Res. 2024-57, Appoint Election Judges for 2024 General Election

Minnesota Statutes 204B.21, subd. 2, requires that the City Council appoint election judges for each election. The appointments for this year's General Election must be completed at least 25 days prior to the Tuesday, November 5th election date. We have attached a list of election judges for your approval. We are awaiting scheduling confirmation from some of the judges listed. Substitutions may be made if these judges become unavailable. Judges for this list have been recruited by City election staff, and names of potential election judges have also been provided by the respective major political parties.

Item E – Approve the Hire of Seasonal Ice Arena Attendant

The City Council authorized advertising for the Seasonal Ice Arena Attendant positions at the June 24th Council Meeting. The City advertised this position on the City webpage, EB Chamber job site, and the League of MN Cities website. The City will continue to receive applications on a rolling basis and interview candidates as necessary in order to ensure the proper number of seasonal staff is hired to meet the demands of the arena.

City staff recommends the hiring of Aiden Haller and Lucas Becker for the seasonal ice arena attendant position. Staff is recommending an hourly wage of \$18.00/hour.

Funding for these positions is provided for in the Ice Arena Enterprise Fund for 2024-2025.

Item F – Pay Estimate No. 1 for the 2024 Street Surface Improvement Project

This item includes Pay Estimate No. 1 to Knife River Corporation for the 2024 Street Surface Improvement Project. The major work items on this pay estimate include payment for mobilization, milling, storm sewer construction, and curb and gutter. Staff recommends partial payment of \$176,846.77. A summary of the recommended payment is as follows:

Total Work Completed to Date	\$186,154.50
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Less 5% Retainage	\$ 9,307.73
Total Payment	<u>\$176,846.77</u>

Payment for this project will be financed with Street Capital Funds. Funds, as noted, are available and appropriate for this project. A copy of the Pay Estimate is attached.

Item G – Pay Estimate No. 2 for the 2024 Street Reconstruction Project

This item includes Pay Estimate No. 2 to Knife River Corporation for the 2024 Street Reconstruction Project. The major work items on this pay estimate include payment for storm sewer construction, grading, and concrete curb and gutter. Staff recommends partial payment of \$255,276.36. A summary of the recommended payment is as follows:

Total Work Completed to Date	\$406,991.65
Less 5% Retainage	\$ 20,349.58
Less Previous Payments	<u>\$ 131,365.71</u>
Total Payment	<u>\$255,276.36</u>

Payment for this project will be financed with Municipal State Aid funds and Street Capital Funds. Funds, as noted, are available and appropriate for this project. A copy of the Pay Estimate is attached.

Item H – Res. 2024-53, Supporting Post Election Review (PER) Hand Count of Ballots

In the interest of election integrity, multiple Anoka County cities have passed resolutions asking the Anoka County Canvassing Board to include or increase the number of precincts that are hand-counted for the purposes of verifying the integrity of the machine tabulators.

As a reminder, only in off election years, communities are able to request hand counting to be conducted at the Anoka County government center at an expense borne by the requesting city.

Additionally, losing candidates can request a hand count with costs associated unless the loss margin is less than one-half of 1%, in which case Anoka County covers the cost. Past elections where this has been done was most recently in the Anoka Hennepin District 11 School Board election where the margins met the threshold for an automatic recount.

Recommendation(s): Staff recommends approval of the Consent Agenda as presented.

City Council Action:

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____



City of East Bethel
September 9, 2024
Payment Summary

Payments for Council Approval						
Bills to be approved for payment						\$644,941.23
Electronic Payroll Payments						\$35,353.08
Payroll City Staff - August 29, 2024						\$44,188.72
Payroll Elections - August 30, 2024						\$3,417.51
Total to be Approved for Payment						\$727,900.54
Dept Descr	Object Descr	Invoice	Check Name	Fund	Dept	Amount
Arena Operations	Bldg/Facility Repair Supplies	38899	Blaine Lock & Safe, Inc.	615	49851	\$30.00
Arena Operations	Bldg/Facility Repair Supplies	08 26 24	Freimuth Enterprises LLC	615	49851	\$400.00
Arena Operations	Bldg/Facility Repair Supplies	8036	Hose Pros, Inc.	615	49851	\$83.13
Arena Operations	Bldg/Facility Repair Supplies	19932	Menards Cambridge	615	49851	\$35.98
Arena Operations	Bldg/Facility Repair Supplies	19933	Menards Cambridge	615	49851	\$153.37
Arena Operations	Bldg/Facility Repair Supplies	0082807-IN	R & R Specialities, Inc.	615	49851	\$20.00
Arena Operations	Bldgs/Facilities Repair/Maint	4151	Absolute Building Services, Inc	615	49851	\$177.50
Arena Operations	Bldgs/Facilities Repair/Maint	0082789-IN	R & R Specialities, Inc.	615	49851	\$2,458.88
Arena Operations	Bldgs/Facilities Repair/Maint	314787223	Trane U.S. Inc.	615	49851	\$869.00
Arena Operations	Bldgs/Facilities Repair/Maint	35031575970	Wright-Hennepin Coop Electric	615	49851	\$30.95
Arena Operations	Electric Utilities	082124	Connexus Energy	615	49851	\$1,887.46
Arena Operations	General Operating Supplies	IN4628854	Innovative Office Solutions	615	49851	\$177.24
Arena Operations	Refuse Removal	10922976T067	Ace Solid Waste, Inc.	615	49851	\$271.84
Assessing	Professional Services Fees	3rd Qtr 2025	Kenneth A. Tolzmann	101	41550	\$14,877.50
Building Inspection	Escrow	2022-00283	Stenstrom, Adam	101		\$5,200.00
Building Inspection	Escrow	2022-00283	Stenstrom, Adam	101		\$6,600.00
Building Inspection	Escrow	2024-00028	TH Construction	101		\$6,600.00
Building Inspection	Escrow	2024-00161	TH Construction	101		\$6,600.00
Building Inspection	Information Systems		Metro-Inet	101	42410	\$952.54
Building Inspection	Telephone	09 2024-1	T MOBILE	101	42410	\$29.35
City Administration	Information Systems		Metro-Inet	101	41320	\$1,044.15
City Administration	Office Supplies	56220470	LOOK, MATT	101	41320	\$851.52
City Administration	Professional Services Fees	M29438	TimeSaver Off Site Secretarial	101	41320	\$206.50
City Administration	Professional Services Fees	M29438	TimeSaver Off Site Secretarial	101	41320	\$167.00
City Administration	Professional Services Fees	M29438	TimeSaver Off Site Secretarial	101	41320	\$243.63
Finance	Information Systems		Metro-Inet	101	41520	\$952.54
Finance	SAC Remittance	08 2024	Metropolitan Council	602		(\$637.00)
Finance	SAC Remittance	08 2024	Metropolitan Council	602		\$63,700.00
Finance	Sales Tax Remittance	08 2024	Minnesota Revenue	101		\$357.00
Fire Department	Bldg/Facility Repair Supplies	8761216	Plunkett's Pest Control	101	42210	\$298.48
Fire Department	Bldgs/Facilities Repair/Maint	2635	Bill's Quality Cleaning	101	42210	\$168.00
Fire Department	Bldgs/Facilities Repair/Maint	2636	Bill's Quality Cleaning	101	42210	\$53.00
Fire Department	Conferences/Meetings	7979	MN State Fire Chiefs Assoc.	101	42210	\$1,275.00
Fire Department	Electric Utilities	082124	Connexus Energy	101	42210	\$133.96
Fire Department	Electric Utilities	082124	Connexus Energy	101	42210	\$79.31
Fire Department	Electric Utilities	082124	Connexus Energy	101	42210	\$7.88
Fire Department	Electric Utilities	082124	Connexus Energy	101	42210	\$791.95
Fire Department	General Operating Supplies	1033075	Ham Lake Hardware	101	42210	\$45.98
Fire Department	Information Systems		Metro-Inet	101	42210	\$2,733.79
Fire Department	Motor Vehicles Parts	MP072324-58	Emergency Automotive	101	42210	\$86.42
Fire Department	Motor Vehicles Parts	1539-289471	O'Reilly Auto Stores Inc.	101	42210	\$15.26
Fire Department	Motor Vehicles Parts	1539-289683	O'Reilly Auto Stores Inc.	101	42210	\$18.68
Fire Department	Office Equipment Rental	37200594	GreatAmerica Financial Svcs	101	42210	\$151.78
Fire Department	Office Supplies	182140162	Uline	101	42210	\$724.63
Fire Department	Refuse Removal	10922976T067	Ace Solid Waste, Inc.	101	42210	\$27.18
Fire Department	Refuse Removal	10922976T067	Ace Solid Waste, Inc.	101	42210	\$81.38



City of East Bethel
September 9, 2024
Payment Summary

Fire Department	Safety Supplies	CI00050479	Allina Health System	101	42210	\$400.00
Fire Department	Telephone	13864340214227	Midcontinent Communications	101	42210	\$213.60
Fire Department	Telephone	09 2024-2	T MOBILE	101	42210	\$99.68
Fire Department	Telephone	9971760499	Verizon	101	42210	\$560.14
General Govt Buildings/Plant	Bldg/Facility Repair Supplies	8761216	Plunkett's Pest Control	101	41940	\$84.50
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	2633	Bill's Quality Cleaning	101	41940	\$380.00
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	2637	Bill's Quality Cleaning	101	41940	\$168.00
General Govt Buildings/Plant	Cleaning Supplies	IN4625639	Innovative Office Solutions	101	41940	\$89.73
General Govt Buildings/Plant	Electric Utilities	082124	Connexus Energy	101	41940	\$169.13
General Govt Buildings/Plant	Electric Utilities	082124	Connexus Energy	101	41940	\$17.08
General Govt Buildings/Plant	Electric Utilities	082124	Connexus Energy	101	41940	\$1,118.94
General Govt Buildings/Plant	Refuse Removal	10922976T067	Ace Solid Waste, Inc.	101	41940	\$82.80
MSA Street Construction	Professional Services Fees	Est 2 EB362 24	Knife River Corporation	402	40200	\$44,843.81
MSA Street Construction	Professional Services Fees	Est 2 EB362 24	Knife River Corporation	402	40200	\$169,804.59
Park Acquisition/Development	Bldg/Facility Repair Supplies	2024428	MWP	404	40400	\$23,042.30
Park Capital Projects	Bldg/Facility Repair Supplies	F22886	Flagship Recreation	407	40700	\$32,945.40
Park Capital Projects	Bldg/Facility Repair Supplies	F22967	Flagship Recreation	407	40700	\$2,729.11
Park Maintenance	Cleaning Supplies	093P20098	BOYER TRUCKS-ST MICHAEL	101	43201	\$39.00
Park Maintenance	Clothing & Personal Equipment	4203345908	Cintas Corporation	101	43201	\$33.55
Park Maintenance	Clothing & Personal Equipment	4203884546	Cintas Corporation	101	43201	\$33.55
Park Maintenance	Electric Utilities	082124	Connexus Energy	101	43201	\$246.09
Park Maintenance	Electric Utilities	082124	Connexus Energy	101	43201	\$20.56
Park Maintenance	Electric Utilities	082124	Connexus Energy	101	43201	\$212.59
Park Maintenance	Electric Utilities	082124	Connexus Energy	101	43201	\$29.42
Park Maintenance	Electric Utilities	082124	Connexus Energy	101	43201	\$16.69
Park Maintenance	Electric Utilities	082124	Connexus Energy	101	43201	\$31.66
Park Maintenance	Electric Utilities	082124	Connexus Energy	101	43201	\$26.02
Park Maintenance	General Operating Supplies	338175	S & S Industrial Supply	101	43201	\$6.42
Park Maintenance	Information Systems		Metro-Inet	101	43201	\$22.90
Park Maintenance	Other Equipment Rentals	MP256340	LRS	101	43201	\$310.00
Park Maintenance	Other Equipment Rentals	MP256341	LRS	101	43201	\$430.00
Park Maintenance	Other Equipment Rentals	MP256343	LRS	101	43201	\$80.00
Park Maintenance	Other Equipment Rentals	MP256344	LRS	101	43201	\$150.00
Park Maintenance	Other Equipment Rentals	MP256345	LRS	101	43201	\$80.00
Park Maintenance	Other Equipment Rentals	MP256347	LRS	101	43201	\$80.00
Park Maintenance	Other Equipment Rentals	MP256348	LRS	101	43201	\$80.00
Park Maintenance	Park/Landscaping Materials	507316	Central Wood Products	101	43201	\$949.20
Park Maintenance	Park/Landscaping Materials	507404	Central Wood Products	101	43201	\$1,853.20
Planning and Zoning	Information Systems		Metro-Inet	101	41910	\$635.03
Planning and Zoning	Professional Services Fees	M29438	TimeSaver Off Site Secretarial	101	41910	\$206.50
Planning and Zoning	Software Licensing	2134	Metro-Inet	101	41910	\$344.00
Recycling Operations	Electric Utilities	082124	Connexus Energy	226	43235	\$64.27
Recycling Operations	Other Equipment Rentals	MP256346	LRS	226	43235	\$80.00
Recycling Operations	Professional Services Fees	09 2024	Cedar East Bethel Lions	226	43235	\$1,300.00
Recycling Operations	Professional Services Fees	09 2024	Cedar East Bethel Lions	226	43235	\$419.72
Recycling Operations	Professional Services Fees	3532b	Evergreen Recycling	226	43235	\$865.00
Recycling Operations	Professional Services Fees	08 2024	Freimuth Enterprises LLC	226	43235	\$106.00
Recycling Operations	Refuse Removal	10922976T067	Ace Solid Waste, Inc.	226	43235	\$593.85
Sewer Operations	Conferences/Meetings	08 29 24	Jeremiah Haller	602	49451	\$23.00
Sewer Operations	Electric Utilities	082124	Connexus Energy	602	49451	\$74.83
Sewer Operations	Electric Utilities	082124	Connexus Energy	602	49451	\$174.47
Sewer Operations	Professional Services Fees	0001176960	Metropolitan Council Env Svcs	602	49451	\$6,071.09
Sewer Operations	Software Licensing	00165567	Banyon Data Systems, Inc.	602	49451	\$1,430.00
Street Capital Projects	Professional Services Fees	Est 2 EB362 24	Knife River Corporation	406	40600	\$40,627.96
Street Capital Projects	Street Maint Services	Est 1 Street 24	Knife River Corporation	406	40600	\$176,846.77
Street Maintenance	Bldgs/Facilities Repair/Maint	4203345908	Cintas Corporation	101	43220	\$9.15



City of East Bethel
September 9, 2024
Payment Summary

Street Maintenance	Bldgs/Facilities Repair/Maint	4203884546	Cintas Corporation	101	43220	\$9.15
Street Maintenance	Clothing & Personal Equipment	4203345908	Cintas Corporation	101	43220	\$33.56
Street Maintenance	Clothing & Personal Equipment	4203884546	Cintas Corporation	101	43220	\$33.56
Street Maintenance	Conferences/Meetings		Nate Ayshford	101	43220	\$270.00
Street Maintenance	Electric Utilities	082124	Connexus Energy	101	43220	\$5.25
Street Maintenance	Electric Utilities	082124	Connexus Energy	101	43220	\$5.25
Street Maintenance	Electric Utilities	082124	Connexus Energy	101	43220	\$31.51
Street Maintenance	Electric Utilities	082124	Connexus Energy	101	43220	\$34.09
Street Maintenance	Electric Utilities	082124	Connexus Energy	101	43220	\$78.12
Street Maintenance	Electric Utilities	082124	Connexus Energy	101	43220	\$43.62
Street Maintenance	Electric Utilities	082124	Connexus Energy	101	43220	\$565.69
Street Maintenance	Electric Utilities	082124	Connexus Energy	101	43220	\$5.25
Street Maintenance	Electric Utilities	082124	Connexus Energy	101	43220	\$5.25
Street Maintenance	Electric Utilities	082124	Connexus Energy	101	43220	\$5.25
Street Maintenance	Electric Utilities	082124	Connexus Energy	101	43220	\$5.25
Street Maintenance	Electric Utilities	082124	Connexus Energy	101	43220	\$11.83
Street Maintenance	Electric Utilities	082124	Connexus Energy	101	43220	\$5.25
Street Maintenance	Electric Utilities	082124	Connexus Energy	101	43220	\$40.92
Street Maintenance	Electric Utilities	082124	Connexus Energy	101	43220	\$5.25
Street Maintenance	Electric Utilities	082124	Connexus Energy	101	43220	\$5.25
Street Maintenance	Electric Utilities	082124	Connexus Energy	101	43220	\$109.24
Street Maintenance	Electric Utilities	082124	Connexus Energy	101	43220	\$114.97
Street Maintenance	Electric Utilities	082124	Connexus Energy	101	43220	\$171.19
Street Maintenance	Electric Utilities	082124	Connexus Energy	101	43220	\$5.25
Street Maintenance	Electric Utilities	082124	Connexus Energy	101	43220	\$535.82
Street Maintenance	Electric Utilities	082124	Connexus Energy	101	43220	\$5.25
Street Maintenance	Electric Utilities	082124	Connexus Energy	101	43220	\$5.25
Street Maintenance	Electric Utilities	082124	Connexus Energy	101	43220	\$5.25
Street Maintenance	Electric Utilities	082124	Connexus Energy	101	43220	\$5.25
Street Maintenance	Electric Utilities	082124	Connexus Energy	101	43220	\$5.25
Street Maintenance	Equipment Parts	4271845	Imperial Dade	101	43220	\$84.81
Street Maintenance	General Operating Supplies	182109	Metro Products, Inc.	101	43220	\$6.58
Street Maintenance	Information Systems		Metro-Inet	101	43220	\$627.40
Street Maintenance	Motor Fuels	08 26 24	HOLIDAY STATION STORE#2653861	101	43220	\$65.02
Street Maintenance	Refuse Removal	10922976T067	Ace Solid Waste, Inc.	101	43220	\$472.73
Street Maintenance	Street Maint Materials	7539316	Cemstone Products Company	101	43220	\$1,413.00
Street Maintenance	Telephone	09 2024-1	T MOBILE	101	43220	\$29.35
Water Utility Operations	Bldgs/Facilities Repair/Maint	607	Superior Control Systems	601	49401	\$4,715.00
Water Utility Operations	Bldgs/Facilities Repair/Maint	35031575831	Wright-Hennepin Coop Electric	601	49401	\$42.95
Water Utility Operations	Conferences/Meetings	08 29 24	Jeremiah Haller	601	49401	\$23.00
Water Utility Operations	Electric Utilities	082124	Connexus Energy	601	49401	\$1,462.10
Water Utility Operations	Electric Utilities	082124	Connexus Energy	601	49401	\$772.22
Water Utility Operations	Electric Utilities	082124	Connexus Energy	601	49401	\$313.59
Water Utility Operations	Information Systems		Metro-Inet	601	49401	\$297.65
Water Utility Operations	Professional Services Fees		Desiree Stanford	601	49401	\$75.00
						\$644,941.23



City of East Bethel
September 9, 2024
Payment Summary

Electronic Payroll Payments		
Payroll	PERA	\$10,303.84
Payroll	Federal Withholding	\$5,971.50
Payroll	Medicare Withholding	\$2,002.30
Payroll	FICA Tax Withholding	\$7,658.72
Payroll	State Withholding	\$3,034.02
Payroll	MSRS/H.S.A./HCSP	\$6,382.70
		\$35,353.08

DRAFT MINUTES: NOT YET APPROVED

EAST BETHEL CITY COUNCIL MEETING

August 26, 2024

The East Bethel City Council met on August 26, 2024, at 7:00 p.m. for the regular City Council meeting at City Hall.

MEMBERS PRESENT: Kevin Lewis Brian Mundle Bob DeRoche
Tim Miller Jim Smith

ALSO PRESENT: Matt Look, City Administrator
Eric Larson, City Attorney
Rodney Sanow, Fire Chief
Aaron Berg, Community Development Director
Carrie Frost, Administrative Coordinator

1.0 Call to Order

The August 26, 2024, City Council meeting was called to order by Mayor Lewis at 7:00 p.m.

2.0 Pledge of Allegiance

The Pledge of Allegiance was recited.

3.0 Adopt Agenda

Mundle stated I'll make a motion to adopt tonight's agenda. Smith stated I'll second. Lewis asked any discussion? To the motion, all in favor say aye. **All in favor.** Lewis asked any opposed? That motion passes. **Motion passes unanimously.**

4.0 Presentations and Public Hearings

4.0 A Anoka County Sheriff's Report

Lieutenant Derek Peters presented the July 2024, Sheriff's Report, stating the Sheriff's Department had responded to 442 calls for service including 4 assaults, 4 thefts, and 2 damage to property, 31 custodial arrests, 135 traffic stops, and 45 traffic citations.

Lewis asked about a standard procedure for dog bites, due to the incident which occurred last month.

DeRoche asked about children being assaulted at the bus stop at the north end of town. Peters responded he had not seen any reports regarding this issue.

Informational; no action required.

4.0 B Fire Department Monthly Report

Fire Chief Sanow presented the July 2024 report and noted that they responded to 105 calls, of which 80 were medical, 7 accidents, 5 fires, and 3 alarms. He stated they have responded to 654 calls for service, compared to 620 at this point in 2023. They are projected to respond to a total of 985 calls for the year. Sanow updated that they will be training with the Anoka County Sheriff's Marine Unit at Coon Lake County Park access on September 9, 2024.

DeRoche asked about any heat strokes. Lewis asked about the online training that is included in the bill list.

Informational; no action required.

1 **4.0 C Resolution 2024-53, Resolution in Support of Post-Election Review**

2 Look presented Resolution 2024-53, supporting an increase in the number of post-election reviewers
3 (PER), which hand-count for the purposes of verifying the integrity of the machine tabulators.

4 Administrator Coordinator Carrie Frost stated there is a struggle to find enough election judges due
5 to the lack of increase in judge wages and long hours worked.

6 DeRoche stated he would vote against this resolution if voted on tonight due to the taxes it would put
7 on the election judges.

8 **Lewis stated I'll make a motion to adopt Resolution 2024-53, Resolution in Support of Post-Election**
9 **Review. Motion died for lack of second.**

10 **5.0 Public Forum**

11 Pamela Kolodziej, 485 224th Lane NE, stated that she was an election judge for the past 30 years. She
12 asked if Resolution 2024-53 is regarding a post-election review or an election re-count. Lewis clarified
13 it is for a post-election review. Ms. Kolodziej presented information from the State website regarding
14 the required post-election review and the County Canvas Board, which randomly selects precincts.
15 Ms. Kolodziej stated there were 22 differences between the machine and the hand-counting done for
16 the 2020 election. Ms. Kolodziej concluded that there is a severe lack of election judge volunteers in
17 East Bethel.

18 **6.0 Consent Agenda**

19 Item A: Approve Bills

20 ~~Item B: Approve Meeting Minutes August 12, 2024 City Council Work Meeting~~

21 ~~Item C: Approve Meeting Minutes, August 12, 2024 City Council Meeting~~

22 Item D: Approve the Upper Rum River Watershed Management Organization Joint Powers
23 Agreement

24 Item E: Res. 2024-52, Amending the filing date for Resolution 2024-18 and approving Administrative
25 Subdivision, 737 Sims Road NE

26 Item F: Res. 2024-55, Domestic Violence Awareness Month

27 Item G: Res. 2024-56, Proclamation of Constitution Week

28 DeRoche requested to pull Item B. Lewis requested to pull Item C. **DeRoche stated I'll make a**
29 **motion to approve Consent Agenda as amended. Smith stated I'll second.** Lewis asked any
30 discussion? To the motion, all in favor say aye. **All in favor.** Lewis asked any opposed? That motion
31 passes. **Motion passes unanimously.**

32 **6.0 A Approve Meeting Minutes, August 12, 2024 City Council Work Meeting**

33 DeRoche stated that in the discussion, it came out that there had not been any communication with
34 Jeremy Foss for a while. Look stated that he does not believe the end result will be any different than
35 before; he would expect 3 notifications, citations to be sent and paid, and then go back to square 1.
36 Look stated that generally, people comply and then slip back into the same violations over time.

37 Lewis stated that in line 44-45, page 2 of the Work Meeting minutes, everything written after
38 "themselves" should be deleted. Look stated that "DeRoche" should be replaced with "Mundle" on
39 line 27, page 3 of the Work Meeting minutes.

40 **DeRoche stated I'll make a motion to approve Item B of the Consent Agenda as revised. Lewis**
41 **stated I'll second.** Lewis asked any discussion? To the motion, all in favor say aye. **All in favor.**
42 Lewis asked any opposed? That motion passes. **Motion passes unanimously.**

1 **6.0 B Approve Meeting Minutes August 12, 2024 City Council Meeting**

2 Lewis stated that in line 16, page 2, “area” should be replaced by “arena”.

3 **Lewis stated I’ll make a motion to approve Item C of the Consent Agenda as revised. DeRoche**
4 **stated I’ll second.** Lewis asked any discussion? To the motion, all in favor say aye. **All in favor.**
5 Lewis asked any opposed? That motion passes. **Motion passes unanimously.**

6 **7.0 New Business. Commission, Association, and Task Force Reports**

7 **7.0 A Planning Commission**

8 **7.0 A.1 CUP: Exterior Storage, 21125 Highway 65/BoatWorld**

9 Berg presented the application the City received on June 12, 2024, from Randy Crumpler, owner of
10 Crumpler Properties, LLC and BoatWorld, for a Conditional Use Permit (CUP) for Exterior Storage on a
11 parcel, 21125 Highway 65 NE, which he had recently purchased. The parcel is adjacent to the
12 BoatWorld parcel at 21155 Highway 65 NE. Crumpler wanted to extend the exterior storage of boats
13 and pontoons from the BoatWorld business onto the adjacent parcel.

14 Berg explained that both parcels are in a Central Business (B-2) Zoning District, whereby City
15 ordinance, Exterior Storage and Exterior Display of Merchandise associated with retail sales and
16 services is identified as a Conditional Use, requiring a permit. Look stated that after reviewing the
17 zoning code staff have identified that Boat Sales are called out specifically as a Conditional Use in a B-
18 3 Highway Commercial Zone only and not as a Permitted Use in a B-2 zone. Retail Sales and Services
19 conducted completely within the structure is permitted in a B-2 zone.

20 Berg stated that staff have determined that BoatWorld’s use of 21155 Highway 65 NE is a Legal
21 Nonconforming Use and has been continued through transfers of ownership prior to the rezoning.

22 Berg referenced Section 05 (2): A nonconforming use may be continued, including through repair,
23 replacement, restoration, maintenance, or improvement, but not including expansion.

24 Berg stated the newly purchased parcel, 21125 Highway 65 NE, has no legal nonconforming
25 designation and should conform to the current zoning code. Crumpler is proposing a new retail
26 operation occurring inside the building on the parcel however it is not boat or pontoon sales but
27 wants to extend the storage of BoatWorld’s Exterior Storage onto the new lot.

28 Berg referenced Section 24. – Exterior Storage 5. - B-2 District. Under the current proposal, the
29 Exterior Storage and Display of Boats and/or Pontoons would not meet the conditions of city
30 ordinance and the expansion of the non-conformity is not allowed by city ordinance or MN State
31 Statute without variance. Crumpler has advised city staff that he does not want to combine the two
32 lots which would necessitate a variance due to the nonconformity classification.

33 Berg reference Section 46 – 4.O. does however identify that, other uses similar to those permitted in
34 this section as determined by the city council as a Conditional Use.

35 Berg stated that on July 23, 2024, the Planning Commission held a Public Hearing which there was no
36 public comment. After a review of the application material, discussion and hearing from the applicant
37 the Planning Commission, by a 6-0 vote recommended approval of the CUP with the condition that
38 the area be screened.

39 Berg stated that the City Council should review the request, consider the Planning Commission’s
40 formal recommendation and approve with modified conditions or deny the Conditional Use Permit as
41 presented in Resolution 2024-54.

42 Mundle asked if the entire area where the new fence would be screened. Crumpler stated that the
43 Davenport side needs to be screened.

1 Crumpler stated that the existing fence would match the new height.

2 DeRoche asked what would be stored. Crumpler stated inventory of boats would be stored there.
3 Berg stated the exterior storage regulations do not meet any of the criteria of the proposed storage,
4 taking down the fence and bringing inventory from one property to another is technically an
5 expansion of a legal non-conformity, the B-2 zoning Code states that the exterior storage has to be in
6 relationship to the business occurring inside the building, and the exterior storage can only be a
7 certain size based on the ratio of the footprint of the building.

8 DeRoche asked, from a public safety standpoint, would fire engines be able to get in and around.
9 Crumpler stated that they also need to get 16,000 lb. forklifts with 20-foot extensions in between the
10 aisles for access. DeRoche stated that once a CUP is issued, it goes with the property if sold.

11 Mundle asked if this could be done as an Interim Use Permit (IUP) instead. Berg stated that the B-2
12 Zoning Code calls out exterior storage as specifically a conditional use. Berg stated that the interim
13 uses identified in the Code include, grading activities, communications towers, and other uses similar
14 to those permitted in this section permitted by the City Council.

15 City Attorney Larson asked if there was a public hearing held on the Conditional Use Permit. Berg
16 stated there was. Larson also stated that they could do an Interim Use Permit but asked what the
17 interim would be, if it is specific to the business, or if there would be a review in a year or two.

18 Berg stated that the resolution would have to be rewritten to spell out the potential conditions
19 wanted in an interim use. Larson stated that with a CUP, you cannot put in a condition that it ceases
20 upon sale according to State law.

21 Crumpler asked if the interim could be indefinite as long as he is the owner, without the need for
22 revisiting.

23 Larson stated if they desire to change the CUP to an IUP, the City Council should table this discussion
24 to the next meeting to allow staff to craft an Interim Use Resolution to be passed and placed on the
25 consent agenda.

26 Lewis clarified that other conditions could be put on the CUP. Larson said that a condition can define
27 what is being stored. Look stated that the CUP could be passed with a condition that is has to be
28 marine storage and sales.

29 **DeRoche stated I'll make a motion to adopt Resolution 2024-54, A Conditional Use Permit to Allow**
30 **Exterior Storage at 21125 Highway 65 NE, East Bethel, PIN 17-33-23-12-0005, as amended, adding**
31 **the condition that storage is limited to marine products, such as boats and pontoons. Mundle**
32 **stated I'll second.** Lewis asked any discussion? To the motion, all in favor say aye. **All in favor.**
33 Lewis asked any opposed? That motion passes. **Motion passes unanimously.**

34 **7.0 B Economic Development Authority**

35 None.

36 **7.0 C Park Commission**

37 None.

38 **8.0 Department Reports**

39 **8.0 A Community Development**

40 None.

41 **8.0 B Engineer Report**

42 None.

1 **8.0 C City Attorney**

2 None.

3 **8.0 D Finance**

4 None.

5 **8.0 E Public Works**

6 None.

7 **8.0 F Fire Department**

8 None.

9 **8.0 G City Administrator Report**

10 None.

11 **9.0 – Other Items**

12 **9.0 A Staff Report**

13 Look stated that he sat in on a County taxation meeting and updated that there will be a shift from
14 residential to commercial properties in terms of tax burden. Lewis asked how that is affected. Look
15 stated that it has to do with sales of properties and the 7% interest rates. Look stated they will likely
16 see concerns from businesses where the taxes are shifting.

17 Look stated there was a low turnout for the Primary vote but will have the opposite for the general
18 election.

19 Berg stated that the next work meeting is scheduled for September 9, 2024.

20 **9.0 B Council Reports**

21 Miller stated that social media is blowing up regarding Whispering Aspens and he thinks the City
22 Council needs to sit down and discuss it. He would like it to be placed on the next Work Meeting
23 agenda.

24 **10.0 Adjourn**

25 **DeRoche stated I'll make a motion to adjourn. Mundle stated I'll second.** To the motion, all in favor
26 say aye. **All in favor.** Lewis asked any opposed? That motion passes. **Motion passes unanimously.**

27 Meeting adjourned at 8:15 p.m.

28 Submitted by:

29 Lilian Rokosz

30 *TimeSaver Off Site Secretarial, Inc.*

LAW ENFORCEMENT CONTRACT

THIS CONTRACT is made and entered into this _____ day of _____, 2024, by and between the County of Anoka, a political subdivision of the State of Minnesota, and the Anoka County Sheriff, hereinafter referred to as the "County," and the City of East Bethel, Minnesota, 2241 221st Avenue Northeast, East Bethel, Minnesota 55011, hereinafter referred to as the "Municipality", for the period of January 1, 2025, through December 31, 2025, hereinafter referred to as the "Contract Term".

WITNESSETH:

WHEREAS, the Municipality is desirous of entering into a contract with the County, through the Office of the Anoka County Sheriff (hereinafter Sheriff), for the performance of the law enforcement functions hereinafter described within the corporate limits of said Municipality; and

WHEREAS, the County is agreeable to rendering such services and law enforcement functions on the terms and conditions hereinafter set forth; and

WHEREAS, such contracts are authorized and provided for by Minn. Stat. §§ 471.59 and 436.05.

NOW, THEREFORE, pursuant to the terms of the aforesaid statutes, and in consideration of the mutual covenants expressed herein, it is agreed as follows:

I. PURPOSE

The County, through its Sheriff, agrees to provide police protection within the corporate limits of the Municipality to the extent and in the manner as hereinafter set forth.

II. SERVICES TO BE PROVIDED BY THE COUNTY

A. Except as otherwise hereinafter specifically set forth, such services shall encompass the duties and functions of the type normally coming within the jurisdiction of the Sheriff pursuant to Minnesota Law, and, in addition, the Sheriff and his duly assigned deputies shall, within the Municipality's corporate limits, exercise all the police powers and duties of city police officers as provided by Minn. Stat. § 436.05.

B. The rendition of services, the standard of performance, the discipline of the deputies, and other matters incident to the performance of such services and the control of personnel so employed, shall remain in and under the sole control of the Sheriff.

C. Such services shall include the enforcement of Minnesota State Statutes and the municipal ordinances of the Municipality.

D. Except as otherwise noted, the Sheriff's Office maintains control, and autonomy with respect to the methods, times, means and personnel to be used in furnishing services to the Municipality under this Contract.

E. The County shall furnish and supply all necessary labor, supervision, equipment, and communication facilities for dispatching, jail detention (including the cost of such detention), and daily patrol service as specified in Paragraph II.F. and Attachment A of this Contract, and shall be responsible for the direct payment of any salaries, wages, or other compensation to any County personnel performing services pursuant to this Contract. All County property and equipment used in rendering services under this agreement is, and shall remain, County property.

F. The County agrees to provide law enforcement protection as follows: During the Contract Term, the Sheriff will provide 36 hours per day of daily patrol service. The costs associated with the patrol service are set forth in Attachment A. Patrol service shall be exercised through the employment of assigned patrol cars supplied, equipped, and maintained by the County, and staffed by the Sheriff's deputies. The Sheriff shall determine the time of day and how patrol service shall be provided, and may periodically change the patrol schedule in order to maximize the effectiveness of the coverage. Notwithstanding the number of hours of patrol services listed in this agreement, the County agrees to provide additional law enforcement services and emergency assistance, as the demand arises and resources allow, at no additional cost to the Municipality.

G. The County patrol cars used for providing the services pursuant to this Contract shall be stored on premises owned by the Municipality. In the event that a suitable and secure storage location is not provided, in the determination of the Sheriff, the patrol cars will be returned to the Sheriff's Office at the end of each shift.

H. The patrol duties shall be conducted out of office space to be located at a suitable location in the Municipality which is sufficient to provide for the clerical needs of the assigned deputies. In the event that a suitable location is not provided, the deputies shall work out of the Sheriff's Office.

III. DUTIES OF MUNICIPALITY

A. It is agreed that the Sheriff shall have all reasonable and necessary cooperation and assistance from the Municipality, its officers, agents, and employees, so as to facilitate the performance of this Contract.

B. This Contract shall not alter the responsibility for prosecution of offenses occurring within the Municipality as is currently provided by law. Likewise, collection and distribution of fine monies and any proceeds from forfeited property resulting from violations occurring in the Municipality shall be controlled in the manner provided by law.

IV. COMPENSATION/TERM

The Municipality hereby agrees to pay to the County the sum of One Million Five Hundred Eighteen Thousand Five Hundred Twenty-Eight Dollars and 00/100s (\$1,518,528.00) for the contract term for law enforcement protection consisting of 36 hours per day of daily patrol service, and twenty-four (24) hour call and general services from the Sheriff during the term of this Contract. Said contract sum is payable in four (4) equal quarterly installments due on March 31, June 30, September 30, and December 31 of the Contract Term.

The County agrees that the Municipality will receive a credit against its contract price obligation as a result of anticipated Police State Aide. The amount of the credit will be determined by the amount of money received per sworn officer from the State of Minnesota times the number of sworn officers charged for to service this Contract.

V. RENEWAL/AUTOMATIC RENEWAL

This Contract may be renewed for a successive period of one (1) year. Said renewal shall be accomplished in the following manner:

A. Not later than one hundred fifty (150) days prior to the expiration of the current Contract, the County, through its Sheriff, shall notify the Municipality in writing of its intention to renew. Said notification shall include notice of any increase in total contract cost.

B. Not later than ninety (90) days prior to the expiration of the current Contract, the Municipality shall notify the Sheriff in writing if the Municipality does not wish to renew a Contract for a successive one year term. If the Municipality fails to notify the County in

writing that it does not intend to renew the Contract, the Contract shall automatically renew for another one-year period under the terms of this Contract and any increase in costs provided to the Municipality under the notice requirement of section V.A. of this Contract.

VI. COLLABORATION

The County, through its Sheriff or his designee(s), agrees to meet as needed with the governing council of the Municipality. The purpose of said meetings shall be for the Municipality to provide feedback to the County and for the parties to confer and discuss potential improvements in the implementation of services under this Contract. The Sheriff shall make reasonable efforts to consider the Municipality's concerns or requests. The time and place of these meetings shall be determined by the Municipality with reasonable notice to the Sheriff.

VII. DISBURSEMENT OF FUNDS

All funds disbursed by the County or the Municipality pursuant to this Contract shall be disbursed by each entity pursuant to the method provided by law.

VIII. STRICT ACCOUNTABILITY

A strict accounting shall be made of all funds, and reports of all receipts and disbursements shall be made upon request by either party.

IX. AFFIRMATIVE ACTION

In accordance with Anoka County's Affirmative Action Policy and the County Commissioners' policies against discrimination, no person shall illegally be excluded from full-time employment rights in, be denied the benefits of, or be otherwise subjected to discrimination in the program which is the subject of this Contract on the basis of race, creed, color, sex, sexual orientation, marital status, public assistance status, age, disability, or national origin.

X. INDEMNIFICATION

The Municipality and the County mutually agree to indemnify and hold harmless each other from any claims, losses, costs, expenses, or damages, injuries or sickness resulting from the acts or omissions of the respective offices, agents, or employees, relating to the activities conducted by either party under this Contract.

XI. TERMINATION

This Contract may be terminated by the mutual agreement of the parties. This Contract may be unilaterally terminated by either party at any time with or without cause upon not less than one hundred eighty (180) days written notice delivered by mail or in person to the other party. Notices delivered by mail shall be deemed to be received two (2) days after mailing. Such termination shall not be effective with respect to services rendered prior to such notice of termination.

XII. NOTICE

For purposes of delivering any notices hereunder, notice shall be effective if delivered to the Anoka County Sheriff, 13301 Hanson Blvd NW, Andover, Minnesota 55304, on behalf of the County; and the City Administrator of the City of East Bethel, 2241 221st Avenue Northeast, East Bethel, Minnesota 55011, on behalf of the Municipality.

XIII. ENTIRE AGREEMENT/REQUIREMENT OF A WRITING

It is understood and agreed that the entire agreement of the parties is contained herein and that this Contract supersedes all oral and written agreements and negotiations between the parties relating to the subject matter hereof, as well as any previous contract presently in effect between the parties relating to the subject matter thereof. Any alterations, variations, or modifications of the provisions of this Contract shall be valid only when they have been reduced to writing and duly signed by the parties herein.

IN WITNESS WHEREOF, the Municipality, by resolution duly adopted by its governing body, has caused this Contract to be signed by its Mayor and attested by its Clerk, and the County, by resolution of the County Board of Commissioners, has caused this Contract to be signed by the Chairman of the County Board of Commissioners, attested by the County Administrator, and signed by the County Sheriff, all on the day and year first above written.

COUNTY OF ANOKA

CITY OF EAST BETHEL

By: _____
Mike Gamache, Chair
County Board of Commissioners

By: _____
Its: _____

Dated: _____

Dated: _____

ATTEST

By: _____
Dee Guthman
Interim County Administrator

By: _____
Its: _____

Dated: _____

Dated: _____

By: _____
Brad Wise
Sheriff

Dated: _____

APPROVED AS TO FORM

By: _____
Bryan Frantz
Assistant County Attorney

Dated: _____

I. PERSONNEL

A. Sworn Deputy Sheriff		
1.) 7.6 Deputies at \$9,267 /month		845,191
2.) 7 Overtime (Average hours/month per Deputy)		51,199
B. Non-Sworn C.S.O.		\$0
C. Benefits for Sworn and Non-Sworn Personnel		
P.E.R.A. (Sworn)	158,661	
P.E.R.A. (Non-Sworn)	0	
FICA	0	
Medicare	12,998	
Severance Allowance	22,820	
Unemployment Compensation	1,345	
Life Insurance	319	
Health Insurance	112,480	
Dental Insurance	4,013	
Long Term Disability Insurance	1,255	
Worker's Compensation	16,243	
Uniforms	9,120	
<i>Total Benefits</i>		339,253

TOTAL PERSONNEL COSTS **\$1,235,642**

II. VEHICLE

A. Police Equipped Vehicles	0.83 Vehicles	41,500
B. C.S.O. Vehicle	0 Vehicle	0
C. Maintenance Costs		
1.) Vehicle		48,750
2.) Emergency & Communications Equipment & replc/maint fees		36,381
3.) Emergency Vehicle Equipment replc. Fee		2,000
3.) Insurance		7,696
4.) Cellular Telephone		4,104
<i>Total Maintenance Costs</i>		98,931

TOTAL VEHICLE COSTS **\$140,431**

III. Administrative Costs

A. PSDS & APS Maintenance costs	15,040
B. Administrative, Clerical,+ substation computer line charge, Etc.	127,414
<i>Total Administrative Costs</i>	\$142,454

IV. TOTAL COST TO CONTRACTING MUNICIPALITY **\$1,518,528**

*Less Amount Received From State for Police State Aid 50,160

NET COST TO CONTRACTING MUNICIPALITY **\$1,468,368**

*This figure is determined by the State and is subject to fluctuation.

The latest estimate is \$6,600 per Deputy. Revenue received is for previous year Deputy hours hired prior to August 1

**CITY OF EAST BETHEL
EAST BETHEL, MINNESOTA**

RESOLUTION NO. 2024-57

APPOINTING ELECTION JUDGES FOR THE 2022 GENERAL ELECTION

WHEREAS, a General Election will be held on November 5, 2024 in the State of Minnesota, County of Anoka, City of East Bethel; and

WHEREAS, Minnesota Statute 204.B.22 requires that the City Council appoint election judges for the 2024 General election;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA: that the rate of pay of judges of election be set at \$11.00 per hour for Election Judges, \$11.50 for Assistant Head, Technology, and Absentee Ballot Judges, and \$11.75 for Head Election Judges;

BE IT FURTHER RESOLVED, that the following individuals are appointed as election judges for the City of East Bethel for the 2024 General Election:

Victoria Beech	Vicky Hughes	Mary Malinak	Rhonda Scheiderich
Brian Bezanson	Jeri Johnson	Lisa Malley	Heidi Schwegman
Linda Boelter	Valerie Johnson	Loni Matthews	Kristie Sherrard
Jesse Born	Pamela Kolodziej	Jane Morgan	Gary Shubert
Melanie Boschaert	Karen Krepis	Karen Mortenson	Ashley Sinclair
Jennifer Carlson	Anne Kubat	Andie Munn	Ricki Snider
Shielda Doonan	Diane Kuehn	Michael Petersen	Scott Snider
Marie Florentine	LuAnn Kupka	Randolph Peterson	Kelly Torok-Linder
Wendy Forslund	Denise Lachinski	Tammy Peterson	Audrey Wirkus
Robert Haig	Susan Larson	Tricia Quale	Mark Zimmerman
Margaret Hanson	Radja Lohse	Thomas Rice	

BE IT FURTHER RESOLVED, that the Elections Coordinator is authorized to make substitutions to the above roster of judges as necessary to maintain the required minimum and fill vacancies if needed.

Adopted this 9th day of September, 2024 by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

Kevin Lewis, Mayor

ATTEST:

Matt Look, City Administrator

PAY ESTIMATE #1
City of East Bethel
2024 Street Surface Improvement Project

Base Bid

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	CONTRACT UNIT PRICE	CONTRACT AMOUNT	USED TO DATE	EXTENSION
1	MOBILIZATION	1	LUMP SUM	\$ 43,000.00	\$ 43,000.00	1	\$ 43,000.00
2	SAWING CONCRETE PAVEMENT - FULL DEPTH	860	LIN FT	\$ 5.50	\$ 4,730.00		\$ -
3	SAWING BITUMINOUS PAVEMENT - FULL DEPTH	2462	LIN FT	\$ 1.85	\$ 4,554.70		\$ -
4	REMOVE SEWER PIPE (STORM)	339	LIN FT	\$ 10.00	\$ 3,390.00	339	\$ 3,390.00
5	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	914	SQ YD	\$ 9.00	\$ 8,226.00		\$ -
6	REMOVE BITUMINOUS PAVEMENT - STREET	925	SQ YD	\$ 9.00	\$ 8,325.00	925	\$ 8,325.00
7	REMOVE CONCRETE PAVEMENT	411	SQ YD	\$ 10.00	\$ 4,110.00	17	\$ 170.00
8	EXCAVATION - SUBGRADE (P)	221	CU YD	\$ 15.00	\$ 3,315.00	221	\$ 3,315.00
9	MINOR GRADE - SWALE	215	LIN FT	\$ 15.00	\$ 3,225.00		\$ -
10	MINOR GRADE - DITCH	283	LIN FT	\$ 15.00	\$ 4,245.00	283	\$ 4,245.00
11	AGGREGATE BASE CLASS 5	680	TON	\$ 28.00	\$ 19,040.00		\$ -
12	SUBGRADE PREPARATION (P)	925	SQ YD	\$ 10.00	\$ 9,250.00	925	\$ 9,250.00
13	MILL BITUMINOUS SURFACE	2140	SQ YD	\$ 4.60	\$ 12,840.00	8,010	\$ 36,846.00
14	BITUMINOUS MATERIAL FOR TACK COAT	1827	GALLONS	\$ 2.50	\$ 4,567.50		\$ -
15	TYPE SP 9.5 WEARING COURSE MIXTURE (2;B) 3.0" THICK	909	SQ YD	\$ 17.90	\$ 16,271.10		\$ -
16	TYPE SP 4.5 WEARING COURSE MIXTURE (2;B)	31	TON	\$ 120.00	\$ 3,720.00		\$ -
17	TYPE SP 9.5 WEARING COURSE MIXTURE (2;B)	2525	TON	\$ 74.00	\$ 186,850.00		\$ -
18	TYPE SP 12.5 NON WEARING COURSE MIXTURE (2;B)	125	TON	\$ 96.00	\$ 12,000.00		\$ -
19	15" CS PIPE APRON	2	EACH	\$ 405.00	\$ 810.00	2	\$ 810.00
20	18" CS PIPE APRON	1	EACH	\$ 490.00	\$ 490.00	1	\$ 490.00
21	15" CPEP PIPE CULVERT	40	LIN FT	\$ 45.00	\$ 1,800.00	40	\$ 1,800.00
22	15" CPEP PIPE SEWER - PERFORATED	215	LIN FT	\$ 50.00	\$ 10,750.00	215	\$ 10,750.00
23	18" CPEP PIPE SEWER - PERFORATED	229	LIN FT	\$ 66.50	\$ 15,228.50	229	\$ 15,228.50
24	12" RC PIPE SEWER DESIGN 3006 CLASS V	107	LIN FT	\$ 67.00	\$ 7,169.00	107	\$ 7,169.00
25	CASTING ASSEMBLY	4	EACH	\$ 1,200.00	\$ 4,800.00	4	\$ 4,800.00
26	CONSTRUCT DRAINAGE STRUCTURE DESIGN H	3	LIN FT	\$ 575.00	\$ 1,725.00	3	\$ 1,725.00
27	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	15	LIN FT	\$ 600.00	\$ 9,000.00	15	\$ 9,000.00
28	RANDOM RIPRAP CLASS II (FIELD STONE)	5	CU YD	\$ 150.00	\$ 750.00		\$ -
29	CONCRETE CURB AND GUTTER DESIGN B418	476	LIN FT	\$ 32.25	\$ 15,351.00	486	\$ 15,673.50
30	6" CONCRETE DRIVEWAY PAVEMENT	3696	SQ FT	\$ 8.55	\$ 31,600.80	150	\$ 1,282.50
31	RELOCATE MAIL BOX	4	EACH	\$ 275.00	\$ 1,100.00	4	\$ 1,100.00
32	TRAFFIC CONTROL	1	LUMP SUM	\$ 2,500.00	\$ 2,500.00	0.75	\$ 1,875.00

PAY ESTIMATE #1
City of East Bethel
2024 Street Surface Improvement Project

Base Bid (CONTINUED)

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	CONTRACT UNIT PRICE	CONTRACT AMOUNT	USED TO DATE	EXTENSION
33	STORM DRAIN INLET PROTECTION	3	EACH	\$ 150.00	\$ 450.00		\$ -
34	SILT FENCE; TYPE MS	355	LIN FT	\$ 2.50	\$ 887.50	355	\$ 887.50
35	COMMON TOPSOIL BORROW	335	CU YD	\$ 46.00	\$ 15,410.00		\$ -
36	SITE RESTORATION	6705	SQ YD	\$ 1.15	\$ 7,710.75		\$ -
Total Base Bid							\$ 181,132.00

Alternate Bid

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	CONTRACT UNIT PRICE	CONTRACT AMOUNT	USED TO DATE	EXTENSION
37	INTEGRANT CURB DESIGN B6	30	LIN FT	\$ 30.00	\$ 900.00	20	\$ 600.00
38	7" CONCRET PAVEMENT	30	SQ FT	\$ 13.25	\$ 397.50	30	\$ 397.50
39	CONNECT TO EXISTING STORM SEWER	1	EACH	\$ 450.00	\$ 450.00	1	\$ 450.00
40	CASTING ASSEMBLY	1	EACH	\$ 1,300.00	\$ 1,300.00	1	\$ 1,300.00
41	CONSTRUCT DRAINAGE STRUCTURE DESIGN H	3.5	LIN FT	\$ 650.00	\$ 2,275.00	3.5	\$ 2,275.00
42	STORM DRAIN INLET PROTECTION	1	EACH	\$ 200.00	\$ 200.00		\$ -
Total Alternate Bid							\$ 5,022.50

Base Bid	\$181,132.00
Alternate Bid	\$5,022.50
TOTAL	\$186,154.50

PAY ESTIMATE #1
City of East Bethel
2024 Street Reconstruction Project

Bid Schedule 'A': Davenport Street; SAP 203-102-009

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	CONTRACT UNIT PRICE	CONTRACT AMOUNT	USED TO DATE	EXTENSION
1	MOBILIZATION	0.60	LUMP SUM	\$ 59,000.00	\$ 35,400.00	0.6	\$ 35,400.00
2	REMOVE CATCH BASIN	2	EACH	\$ 200.00	\$ 400.00	2	\$ 400.00
3	REMOVE SIGN	8	EACH	\$ 25.00	\$ 200.00	8	\$ 200.00
4	REMOVE MAIL BOX SUPPORT	12	EACH	\$ 100.00	\$ 1,200.00	12	\$ 1,200.00
5	SAWING CONCRETE PAVEMENT - FULL DEPTH	13	LIN FT	\$ 5.50	\$ 71.50	8	\$ 44.00
6	SAWING BITUMINOUS PAVEMENT - FULL DEPTH	234	LIN FT	\$ 1.85	\$ 432.90	234	\$ 432.90
8	REMOVE SEWER PIPE (STORM)	249	LIN FT	\$ 12.00	\$ 2,988.00	249	\$ 2,988.00
9	REMOVE CURB AND GUTTER	132	LIN FT	\$ 4.00	\$ 528.00	114	\$ 456.00
10	REMOVE BITUMINOUS PAVEMENT	770	SQ YD	\$ 9.00	\$ 6,930.00	770	\$ 6,930.00
12	EXCAVATION - COMMON (P)	223	CU YD	\$ 9.00	\$ 2,007.00	223	\$ 2,007.00
14	EXCAVATION - CHANNEL AND POND	890	CU YD	\$ 13.00	\$ 11,570.00	890	\$ 11,570.00
16	SUBGRADE PREPARATION	27.5	ROAD STATION	\$ 230.00	\$ 6,325.00	27.5	\$ 6,325.00
17	AGGREGATE BASE CLASS 5	713	TON	\$ 21.00	\$ 14,973.00	221	\$ 4,641.00
18	FULL DEPTH RECLAMATION	7755	SQ YD	\$ 1.45	\$ 11,244.75	7,755	\$ 11,244.75
19	HAUL FULL DEPTH RECLAMATION (LV) (P)	1680	CU YD	\$ 15.00	\$ 25,200.00	1,200	\$ 18,000.00
20	MILL BITUMINOUS SURFACE (2.0")	8.3	SQ YD	\$ 22.50	\$ 186.75		\$ -
21	BITUMINOUS MATERIAL FOR TACK COAT	411	GALLONS	\$ 2.50	\$ 1,027.50		\$ -
22	TYPE SP 9.5 WEARING COURSE MIXTURE (2,B) 3.0" THICK	603	SQ YD	\$ 21.00	\$ 12,663.00		\$ -
23	TYPE SP 12.5 WEARING COURSE MIXTURE (2,B)	1040	TON	\$ 76.00	\$ 79,040.00		\$ -
24	TYPE SP 12.5 NON WEARING COURSE MIXTURE (2,B)	1040	TON	\$ 76.00	\$ 79,040.00		\$ -
25	12" RC PIPE APRON	1	EACH	\$ 715.00	\$ 715.00	1	\$ 715.00
26	15" RC PIPE APRON	1	EACH	\$ 775.00	\$ 775.00	1	\$ 775.00
27	12" RC PIPE SEWER DESIGN 3006 CLASS V	107	LIN FT	\$ 58.00	\$ 6,206.00	113	\$ 6,554.00
28	15" RC PIPE SEWER DESIGN 3006 CLASS V	498	LIN FT	\$ 70.00	\$ 34,860.00	504	\$ 35,280.00
29	CASTING ASSEMBLY	6	EACH	\$ 1,300.00	\$ 7,800.00	6	\$ 7,800.00
30	CONSTRUCT DRAINAGE STRUCTURE DESIGN H	6.5	LIN FT	\$ 475.00	\$ 3,087.50	6.5	\$ 3,087.50
31	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	13.6	LIN FT	\$ 610.00	\$ 8,296.00	13.6	\$ 8,296.00
32	RANDOM RIPRAP CLASS II	5	CU YD	\$ 125.00	\$ 625.00		\$ -
36	CONCRETE CURB AND GUTTER DESIGN B418	5162	LIN FT	\$ 16.58	\$ 85,585.96	5,156	\$ 85,486.48
37	CONCRETE CURB AND GUTTER DESIGN B612	73	LIN FT	\$ 31.50	\$ 2,299.50		\$ -
38	CONCRETE CURB AND GUTTER DESIGN B618	211	LIN FT	\$ 16.37	\$ 3,454.07	124	\$ 2,029.88
39	8" CONCRETE DRIVEWAY PAVEMENT	22.3	SQ YD	\$ 122.73	\$ 2,736.88		\$ -

PAY ESTIMATE #1
City of East Bethel
2024 Street Reconstruction Project

Bid Schedule 'A': Davenport Street; SAP 203-102-009 (CONTINUED)

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	CONTRACT UNIT PRICE	CONTRACT AMOUNT	USED TO DATE	EXTENSION
42	MAIL BOX SUPPORT	12	EACH	\$ 200.00	\$ 2,400.00		\$ -
43	TRAFFIC CONTROL	0.60	LUMP SUM	\$ 12,000.00	\$ 7,200.00	0.50	\$ 6,000.00
44	SIGN PANELS TYPE C	93	SQ FT	\$ 65.00	\$ 6,045.00		\$ -
46	STABILIZED CONSTRUCTION EXIT	0.80	LUMP SUM	\$ 0.01			\$ -
47	EROSION CONTROL SUPERVISOR	0.80	LUMP SUM	\$ 906.06	\$ 724.85	0.4	\$ 362.42
48	STORM DRAIN INLET PROTECTION	6	EACH	\$ 200.00	\$ 1,200.00		\$ -
49	CULVERT END CONTROLS	2	EACH	\$ 250.00	\$ 500.00		\$ -
50	SILT FENCE, TYPE MS	2500	LIN FT	\$ 1.65	\$ 4,125.00	2,500	\$ 4,125.00
51	FILTER TOPSOIL BORROW	63	CU YD	\$ 50.00	\$ 3,150.00		\$ -
52	FERTILIZER TYPE 1	837	POUND	\$ 0.85	\$ 711.45		\$ -
53	ROLLED EROSION PREVENTION CATEGORY 25	820	SQ YD	\$ 1.98	\$ 1,623.60		\$ -
54	SEEDING (P)	2.8	ACRE	\$ 250.00	\$ 700.00		\$ -
55	HYDRAULIC BONDED FIBER MATRIX	9800	POUND	\$ 1.45	\$ 14,210.00		\$ -
56	SEED MIXTURE 25-131	616	POUND	\$ 4.00	\$ 2,464.00		\$ -
57	SEED MIXTURE 33-261	5	POUND	\$ 25.00	\$ 125.00		\$ -
58	6" SOLID LINE MULTI-COMPONENT	5175	LIN FT	\$ 0.71	\$ 3,674.25		\$ -
59	4" BROKEN LINE MULTI-COMPONENT	530	LIN FT	\$ 0.51	\$ 270.30		\$ -
61	24" SOLID LINE MULTI-COMPONENT	44	LIN FT	\$ 12.00	\$ 528.00		\$ -
Total Bid Schedule 'A'					\$ 497,519.76		\$ 262,349.93

PAY ESTIMATE #1
City of East Bethel
2024 Street Reconstruction Project

Bid Schedule 'B': 209th Avenue; SAP 203-121-001

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	CONTRACT UNIT PRICE	CONTRACT AMOUNT	USED TO DATE	EXTENSION
1	MOBILIZATION	0.25	LUMP SUM	\$ 59,000.00	\$ 14,750.00	0.25	\$ 14,750.00
2	REMOVE CATCH BASIN	1	EACH	\$ 200.00	\$ 200.00	1	\$ 200.00
3	REMOVE SIGN	2	EACH	\$ 25.00	\$ 50.00	2	\$ 50.00
5	SAWING CONCRETE PAVEMENT - FULL DEPTH	2	LIN FT	\$ 5.50	\$ 11.00	2	\$ 11.00
6	SAWING BITUMINOUS PAVEMENT - FULL DEPTH	159	LIN FT	\$ 1.85	\$ 294.15	159	\$ 294.15
7	REMOVE PIPE CULVERT	60	LIN FT	\$ 10.00	\$ 600.00	60	\$ 600.00
8	REMOVE SEWER PIPE (STORM)	165	LIN FT	\$ 12.00	\$ 1,980.00	50	\$ 600.00
9	REMOVE CURB AND GUTTER	15	LIN FT	\$ 4.00	\$ 60.00	15	\$ 60.00
12	EXCAVATION - COMMON (P)	79	CU YD	\$ 9.00	\$ 711.00	79	\$ 711.00
13	EXCAVATION - MUCK	2065	CU YD	\$ 12.25	\$ 25,296.25		\$ -
15	SELECT GRANULAR EMBANKMENT (CV)	664	CU YD	\$ 20.00	\$ 13,280.00		\$ -
16	SUBGRADE PREPARATION	7.9	ROAD STATION	\$ 230.00	\$ 1,817.00	7.9	\$ 1,817.00
18	FULL DEPTH RECLAMATION	2476	SQ YD	\$ 1.45	\$ 3,590.20	2,476	\$ 3,590.20
19	HAUL FULL DEPTH RECLAMATION (LV) (P)	715	CU YD	\$ 15.00	\$ 10,725.00	500	\$ 7,500.00
20	MILL BITUMINOUS SURFACE (2.0")	35.3	SQ YD	\$ 22.50	\$ 794.25		\$ -
21	BITUMINOUS MATERIAL FOR TACK COAT	119	GALLONS	\$ 2.50	\$ 297.50		\$ -
23	TYPE SP 12.5 WEARING COURSE MIXTURE (2,B)	302	TON	\$ 76.00	\$ 22,952.00		\$ -
24	TYPE SP 12.5 NON WEARING COURSE MIXTURE (2,B)	302	TON	\$ 76.00	\$ 22,952.00		\$ -
26	15" RC PIPE APRON	2	EACH	\$ 775.00	\$ 1,550.00	2	\$ 1,550.00
28	15" RC PIPE SEWER DESIGN 3006 CLASS V	342	LIN FT	\$ 70.00	\$ 23,940.00	330	\$ 23,100.00
29	CASTING ASSEMBLY	3	EACH	\$ 1,300.00	\$ 3,900.00	3	\$ 3,900.00
31	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	13.3	LIN FT	\$ 610.00	\$ 8,113.00	13.3	\$ 8,113.00
32	RANDOM RIPRAP CLASS II	3	CU YD	\$ 125.00	\$ 375.00		\$ -
36	CONCRETE CURB AND GUTTER DESIGN B418	1370	LIN FT	\$ 16.58	\$ 22,714.60	1,317	\$ 21,835.86
43	TRAFFIC CONTROL	0.25	LUMP SUM	\$ 12,000.00	\$ 3,000.00	0.2	\$ 2,400.00
44	SIGN PANELS TYPE C	16	SQ FT	\$ 65.00	\$ 1,040.00		\$ -
46	STABILIZED CONSTRUCTION EXIT	0.10	LUMP SUM	\$ 0.01			\$ -
47	EROSION CONTROL SUPERVISOR	0.10	LUMP SUM	\$ 906.06	\$ 90.61		\$ -
48	STORM DRAIN INLET PROTECTION	2	EACH	\$ 200.00	\$ 400.00		\$ -
49	CULVERT END CONTROLS	2	EACH	\$ 250.00	\$ 500.00		\$ -
50	SILT FENCE, TYPE MS	1800	LIN FT	\$ 1.65	\$ 2,970.00	1,800	\$ 2,970.00
52	FERTILIZER TYPE 1	218	POUND	\$ 0.85	\$ 185.30		\$ -
54	SEEDING (P)	0.7	ACRE	\$ 250.00	\$ 175.00		\$ -

PAY ESTIMATE #1
City of East Bethel
2024 Street Reconstruction Project

Bid Schedule 'B': 209th Avenue; SAP 203-121-001 (CONTINUED)

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	CONTRACT UNIT PRICE	CONTRACT AMOUNT	USED TO DATE	EXTENSION
55	HYDRAULIC BONDED FIBER MATRIX	2450	POUND	\$ 1.45	\$ 3,552.50		\$ -
56	SEED MIXTURE 25-131	154	POUND	\$ 4.00	\$ 616.00		\$ -
58	6" SOLID LINE MULTI-COMPONENT	1300	LIN FT	\$ 0.71	\$ 923.00		\$ -
60	4" DOUBLE SOLID LINE MULTI-COMPONENT	650	LIN FT	\$ 1.02	\$ 663.00		\$ -
61	24" SOLID LINE MULTI-COMPONENT	12	LIN FT	\$ 12.00	\$ 144.00		\$ -
Total Bid Schedule 'B'					\$ 195,212.36		\$ 94,052.21

Bid Schedule 'C': Local Funding

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	CONTRACT UNIT PRICE	CONTRACT AMOUNT	USED TO DATE	EXTENSION
1	MOBILIZATION	0.15	LUMP SUM	\$ 59,000.00	\$ 8,850.00	0.15	\$ 8,850.00
3	REMOVE SIGN	4	EACH	\$ 25.00	\$ 100.00	4	\$ 100.00
4	REMOVE MAIL BOX SUPPORT	7	EACH	\$ 100.00	\$ 700.00	7	\$ 700.00
5	SAWING CONCRETE PAVEMENT - FULL DEPTH	4	LIN FT	\$ 5.50	\$ 22.00	4	\$ 22.00
6	SAWING BITUMINOUS PAVEMENT - FULL DEPTH	179	LIN FT	\$ 1.85	\$ 331.15	213	\$ 394.05
9	REMOVE CURB AND GUTTER	259	LIN FT	\$ 4.00	\$ 1,036.00	258	\$ 1,032.00
10	REMOVE BITUMINOUS PAVEMENT	324	SQ YD	\$ 9.00	\$ 2,916.00	324	\$ 2,916.00
11	REMOVE CONCRETE PAVEMENT	46	SQ YD	\$ 12.00	\$ 552.00	46	\$ 552.00
12	EXCAVATION - COMMON (P)	209	CU YD	\$ 9.00	\$ 1,881.00	209	\$ 1,881.00
16	SUBGRADE PREPARATION	7.6	ROAD STATION	\$ 230.00	\$ 1,748.00	7.6	\$ 1,748.00
17	AGGREGATE BASE CLASS 5	417	TON	\$ 21.00	\$ 8,757.00		\$ -
18	FULL DEPTH RECLAMATION	2435	SQ YD	\$ 1.45	\$ 3,530.75	2,435	\$ 3,530.75
19	HAUL FULL DEPTH RECLAMATION (LV) (P)	440	CU YD	\$ 15.00	\$ 6,600.00	300	\$ 4,500.00
20	MILL BITUMINOUS SURFACE (2.0")	255.4	SQ YD	\$ 22.50	\$ 5,746.50		\$ -
21	BITUMINOUS MATERIAL FOR TACK COAT	131	GALLONS	\$ 2.50	\$ 327.50		\$ -
22	TYPE SP 9.5 WEARING COURSE MIXTURE (2,B) 3.0" THICK	165	SQ YD	\$ 21.00	\$ 3,465.00		\$ -
23	TYPE SP 12.5 WEARING COURSE MIXTURE (2,B)	332	TON	\$ 76.00	\$ 25,232.00		\$ -
24	TYPE SP 12.5 NON WEARING COURSE MIXTURE (2,B)	302	TON	\$ 76.00	\$ 22,952.00		\$ -
33	4" CONCRETE WALK	175	SQ FT	\$ 7.50	\$ 1,312.50		\$ -
34	DRILL AND GROUT REINF BAR (EPOXY COATED)	13	EACH	\$ 10.00	\$ 130.00		\$ -
35	CONCRETE CURB RAMP WALK	75	SQ FT	\$ 16.21	\$ 1,215.75		\$ -
37	CONCRETE CURB AND GUTTER DESIGN B612	70	LIN FT	\$ 31.50	\$ 2,205.00		\$ -

PAY ESTIMATE #1
City of East Bethel
2024 Street Reconstruction Project

Bid Schedule 'C': Local Funding (CONTINUED)

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	CONTRACT UNIT PRICE	CONTRACT AMOUNT	USED TO DATE	EXTENSION
38	CONCRETE CURB AND GUTTER DESIGN B618	1251	LIN FT	\$ 16.37	\$ 20,478.87	1,333	\$ 21,821.21
39	8" CONCRETE DRIVEWAY PAVEMENT	77.5	SQ YD	\$ 122.73	\$ 9,511.58		\$ -
40	CONCRETE CURB AND GUTTER	8	LIN FT	\$ 40.00	\$ 320.00		\$ -
41	TRUNCATED DOMES	12	SQ FT	\$ 60.00	\$ 720.00		\$ -
42	MAIL BOX SUPPORT	7	EACH	\$ 200.00	\$ 1,400.00		\$ -
43	TRAFFIC CONTROL	0.15	LUMP SUM	\$ 12,000.00	\$ 1,800.00	0.15	\$ 1,800.00
44	SIGN PANELS TYPE C	11.3	SQ FT	\$ 65.00	\$ 734.50		\$ -
45	SIGN SPECIAL	48	SQ FT	\$ 38.00	\$ 1,824.00		\$ -
46	STABILIZED CONSTRUCTION EXIT	0.10	LUMP SUM	\$ 0.01			\$ -
47	EROSION CONTROL SUPERVISOR	0.10	LUMP SUM	\$ 906.06	\$ 90.60		\$ -
50	SILT FENCE, TYPE MS	450	LIN FT	\$ 1.65	\$ 742.50	450	\$ 742.50
52	FERTILIZER TYPE 1	209	POUND	\$ 0.85	\$ 177.65		\$ -
54	SEEDING (P)	0.7	ACRE	\$ 250.00	\$ 175.00		\$ -
55	HYDRAULIC BONDED FIBER MATRIX	2450	POUND	\$ 1.45	\$ 3,552.50		\$ -
56	SEED MIXTURE 25-131	154	POUND	\$ 4.00	\$ 616.00		\$ -
58	6" SOLID LINE MULTI-COMPONENT	1480	LIN FT	\$ 0.71	\$ 1,050.80		\$ -
60	4" DOUBLE SOLID LINE MULTI-COMPONENT	725	LIN FT	\$ 1.02	\$ 739.50		\$ -
61	24" SOLID LINE MULTI-COMPONENT	40	LIN FT	\$ 12.00	\$ 480.00		\$ -
62	PAVEMENT MESSAGE MULTI-COMPONENT	30	SQ FT	\$ 11.00	\$ 330.00		\$ -
Total Bid Schedule 'C'					\$ 144,353.65		\$ 50,589.51

Bid Schedule 'A': Davenport Street; SAP 203-102-009	\$497,519.76	\$262,349.93
Bid Schedule 'B': 209th Avenue; SAP 203-121-001	\$195,212.36	\$94,052.21
Bid Schedule 'C': Local Funding	\$144,353.65	\$50,589.51
TOTAL	\$837,085.77	\$406,991.65

**CITY OF EAST BETHEL
EAST BETHEL, MINNESOTA**

RESOLUTION NO. 2024-53

RESOLUTION IN SUPPORT OF POST-ELECTION REVIEW

WHEREAS, the City of East Bethel desires to have a Post-Election Review (PER) conducted on the results of one of its precincts for the 2024 General Election pursuant to Minnesota Statutes, Section 206.89;

WHEREAS, a PER is conducted at one precinct that must be chosen by lot by the Anoka County Canvassing Board;

WHEREAS, a PER is required to include counting the votes for President or Governor, United States Senator, and United States Representative, and the county-appointed post-election review official may conduct a PER of votes cast for additional offices;

WHEREAS, the City Council desires to have a PER performed for one of its precincts and to include all offices for which there is more than one candidate but exclude all judicial offices;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT:

1. In the event an East Bethel election precinct is not selected for a Post-Election Review (PER) of the 2024 General Election, the City Council request that the Anoka County Canvassing Board perform a PER on one precinct in East Bethel.
2. The City Council requests that any PER in East Bethel precincts include a review of the results of all State, and City Offices, except Judicial races, that include more than one candidate.

Adopted on the 9th of September, 2024 by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

Kevin Lewis, Mayor

ATTEST:

Matt Look, City Administrator

**City of East Bethel
City Council Meeting
Agenda Item Information**



Date: September 9, 2024

Agenda Item Number: 7.0 A1

Agenda Item: Variance Request – General Regulations -Detached Accessory Structure placement nearer to Front Lot Line than Primary Structure – 4141 226th LN NE – Juan Machado.

Background Information: This property is located in the Oak Glen Estates and a RR Rural Residential Zoning District. The applicant’s property is over two (2) acres in size however over one (1) acre of the rear yard is wetlands/ lowlands and a platted Drainage and Utility Easement (D&U). The property owner is requesting a variance for the placement of a detached accessory structure closer to the street than the primary structure due to D & U Easement restrictions and SSTS (Septic) placement on the property.

Sec. 14-4 permits a 2 acre parcel an accessory building of 1,800 square feet in size.

Section 14-2.F states, “No accessory building or detached private garage shall be located nearer the front lot line than the principal building except when the lot is three acres or greater and the existing principal building is located a minimum of 200 feet from the lot line. Then the accessory building or detached private garage may be located closer to the front lot line than the principal dwelling, but not closer than 50 percent of the principal dwelling’s setback. This property is 2.07 acres, with the primary structure set back approximately 138 feet from the front lot line. This request does not meet the criteria set forth to allow the structure to be placed closer to the road, so a variance would be required for the placement of a detached accessory structure.

Sec. 66-255 requires a minimum building setback from Delineated Wetland Edge of 25 feet. The septic tank and mound are located east of the attached garage while the well is located on the west side of the residence.

Sec. 74-44 requires a minimum building setback from a septic tanks is 10 feet and septic mounds is 20 feet however **Sec. 74-45** permits a building official to reduce the setback from detached accessory buildings or garages with no basements be reduced by 50 percent or 10 feet.

Additionally, since this variance request is for a placement in front of the primary residence according to **Sec. 42-7 B (2)** the Front Yard Setback distance for structural placement is 40 feet. Therefore, if a variance for this placement is approved the detached accessory structure would need to meet the 40 foot setback.

The consideration of a variance requires the consideration of a three-factor test for practical difficulties:

- The first factor, a test of reasonableness, means that the landowner would like to use the property in a practical way but cannot do so under the rules of the ordinance. It does not mean that the land cannot be put to any reasonable use whatsoever without the variance. For example, if the variance application is for a building too close to a lot line or does not meet the required setback, the focus of the first factor is whether the request to place a building there is reasonable.

In this case:

- **Accessory Structures are a permitted accessory use in the RR Single Family Residential Zoning District.**

- *The SSTS (Septic System) is located on the west side of the property.*
 - *City General Building Design Standards only require single family dwellings to include, at minimum a 24 - foot by 24 - foot garage.*
 - *SECTION 14. – Detached Accessory Structures - standards have been established to preserve the character of the principal structure, promote building compatibility, and provide for minimal adverse impacts to surrounding property through the implementation of height, size, location, and architectural regulations.*
- The second factor is that the landowner’s problem is due to circumstances unique to the property and not caused by the landowner. The uniqueness generally relates to the physical characteristics of the particular piece of property, that is, to the land and not personal characteristics or preferences of the landowner. When considering the variance for a building to encroach or intrude into a setback, the focus of this factor is whether there is anything physically unique about the particular piece of property, such as sloping topography or other natural features like wetlands.

In this case:

- *This property is over 2 acres in size however over 1 acre of the rear yard is a Drainage and Utility Easement and wetland.*
 - *Wetland Setbacks as defined in Artic IX, Sec. 66-255 require a 25 foot setback from the delineated Wetland Edge.*
 - *The placement of the SSTS (Septic System) is prohibitive to a placement within the setback rules of the ordinance.*
- The third factor is that a variance would not alter the essential character of the neighborhood. This factor is used to consider whether the resulting structure will be out of scale, out of place, or otherwise inconsistent with the surrounding area. For example, when thinking about the variance for an encroachment into a setback, the focus is how the particular building will look closer to a lot line and if that fits in with the character of the area.

In this case:

- **The minimum structural front yard setback in the neighborhood is 40 feet from the ROW.**
- **There are eight (8) parcels in Oak Glen Estates, one (1) is vacant and two (2) have detached accessory buildings.**
- **Two (2) of the parcels have primary residences placed at the minimum setback of 40 feet. Five (5) are placed deeper on the lots.**
- **None of the parcels have a detached accessory building closer to the front lot line than the primary residence.**

Planning Commission: On August 27, 2024, the Planning Commission held a Public Hearing which there was no public comment. After a review of the application material and a discussion the Planning Commission, by a 5-0 vote recommended approval of the variance request for the placement of a detached accessory structure closer to the street than the primary structure.

City Staff received two (2) emails from neighboring properties after the Planning Commission Meeting. The neighbors were objecting to the placement of a detached accessory structure in front of the house.

Recommendation: The City Council should review the request and the Planning Commissions recommendation and approve, deny or modify conditions of the variance request for the placement of a detached accessory structure closer to the front lot line than the primary structure as presented in Resolution 2024-62.

Attachments:

1. Resolution 2024-62 A or B, Granting or Denying Variance
2. Location Map
3. Aerial Map
4. Site Plan
5. Survey D&U
6. Neighboring Emails

City Council Action:

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

**CITY OF EAST BETHEL
EAST BETHEL, MINNESOTA**

RESOLUTION NO. 2024-62

A RESOLUTION **GRANTING** A VARIANCE FOR THE PLACEMENT OF A STRUCTURE NEARER TO THE FRONT PROPERTY LINE THAN THE PRINCIPAL STRUCTURE FOR THE CONSTRUCTION OF A RESIDENTIAL DETACHED ACCESSORY STRUCTURE ON PROPERTY LOCATED AT 4141 226th AVE NE (PIN: 02-33-23-14-0014), LEGALLY DESCRIBED AS:

LOT 2 BLOCK 1 OAK GLEN ESTATES, SUBJ TO EASE OF REC

WHEREAS, the property owner requested a variance for the placement of a detached accessory structure nearer to the front property line than the principal structure, and;

WHEREAS, the Planning Commission held a public hearing on August 27, 2024; and,

WHEREAS, the Planning Commission finds the request:

1. Is a reasonable use of the property;
 - Accessory Structures are a permitted accessory use in the Rural Residential Zoning District.
2. Is a unique situation to this property due to circumstances not caused by the landowner;
 - This property is over 2 acres in size however over 1 acre of the rear yard is a Drainage and Utility Easement and wetland.
 - Wetland Setbacks as defined in Artic IX, Sec. 66-255 require a 25 foot setback from the delineated Wetland Edge.
 - The placement of the SSTS (Septic System) is prohibitive to a placement within the setback rules of the ordinance.
3. Will not have a negative effect the characteristic of the neighborhood;
 - The minimum structural front yard setback in the neighborhood is 40 feet.
 - Two primary residences on neighboring properties were built at the minimum structural setback.

WHEREAS, the Planning Commission recommends to the City Council approval of the variance.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of East Bethel hereby approves the variance to allow for the placement of a detached accessory structure closer to the front property line than the principal structure for the construction of a detached accessory structure on property located at 4141 226TH Ave NE with the following conditions:

1. Proposed Accessory Structure must meet all other zoning code regulations.
2. Property owner must obtain a building permit and complete all necessary inspections as required by the Minnesota Uniform Building Code.

Adopted by the City Council of the City of East Bethel on this 9th day of September, 2024.

CITY OF EAST BETHEL

Kevin Lewis, Mayor

ATTEST:

Matt Look, City Administrator

**CITY OF EAST BETHEL
EAST BETHEL, MINNESOTA**

RESOLUTION NO. 2024-62

A RESOLUTION **DENYING** A VARIANCE FOR THE PLACEMENT OF A DETACHED ACCESSORY STRUCTURE NEARER TO THE FRONT PROPERTY LINE THAN THE PRINCIPAL STRUCTURE FOR THE CONSTRUCTION OF A RESIDENTIAL DETACHED ACCESSORY STRUCTURE ON PROPERTY LOCATED AT 4141 226th AVE NE (PIN: 02-33-23-14-0014), LEGALLY DESCRIBED AS:

LOT 2 BLOCK 1 OAK GLEN ESTATES, SUBJ TO EASE OF REC

WHEREAS, the property owner requested a variance for the placement of a detached accessory structure nearer to the front property line than the principal structure; and

WHEREAS, the Planning Commission held a public hearing on August 27, 2024; and,

WHEREAS, as a result of such public hearing the Planning Commission recommends to the City Council the approval of the variance request for the placement of a structure nearer the front property line; and,

WHEREAS, City Council completed a review of the variance, along with Planning and Zoning Commission recommendation; and

WHEREAS, City Council denies the variance for the placement of a detached accessory structure nearer to the front property line than the principal structure; and

WHEREAS, based on the criteria for granting a variance under City Code Appendix A, Section 4-10 D.4, City Council finds the following findings of fact to support the denial of the variance request:

1. The property owner proposed to use the property in a reasonable manner not permitted by an official control.
 - The denial of a variance to place a detached accessory structure nearer the front lot line than the principle structure does not deny the landowner reasonable use of the property.
 - General Building Design Standards only require single family dwellings to include, at minimum a 24 - foot by 24 - foot garage.
 - SECTION 14. – Detached Accessory Structures - standards have been established to preserve the character of the principal structure, promote building compatibility, and provide for minimal adverse impacts to surrounding property through the implementation of height, size, location, and architectural regulations.

2. The plight of the property owner is due to circumstances unique to the property not created by the landowner.
 - This property is over 2 acres in size however over 1 acre of the rear yard is a

- Drainage and Utility Easement and wetland.
- Wetland Setbacks as defined in Artic IX, Sec. 66-255 require a 25 foot setback from the delineated Wetland Edge.
 - The placement of the SSTS (Septic System) is prohibitive to a placement within the setback rules of the ordinance.
3. Will have a negative effect the characteristic of the neighborhood.
- There are eight (8) parcels in Oak Glen Estates, one (1) is vacant and two (2) have detached accessory buildings.
 - Two (2) of the parcels have the primary residences at the minimum setback of 40 feet. Five (5) are placed deeper on the lots.
 - None of the parcels have a detached accessory building closer to the front lot line than the primary residence.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of East Bethel hereby denies the variance for the placement of a detached accessory structure nearer to the front property line than the principal.

Adopted by the City Council of the City of East Bethel this 9th day of September, 2024.

CITY OF EAST BETHEL

Kevin Lewis, Mayor

ATTEST:

Matt Look, City Administrator

4141 226th LN NE - Location Map



-  Parcels
-  City Mask

1 inch equals 180 feet



4141 226th LN NE - Aerial Map

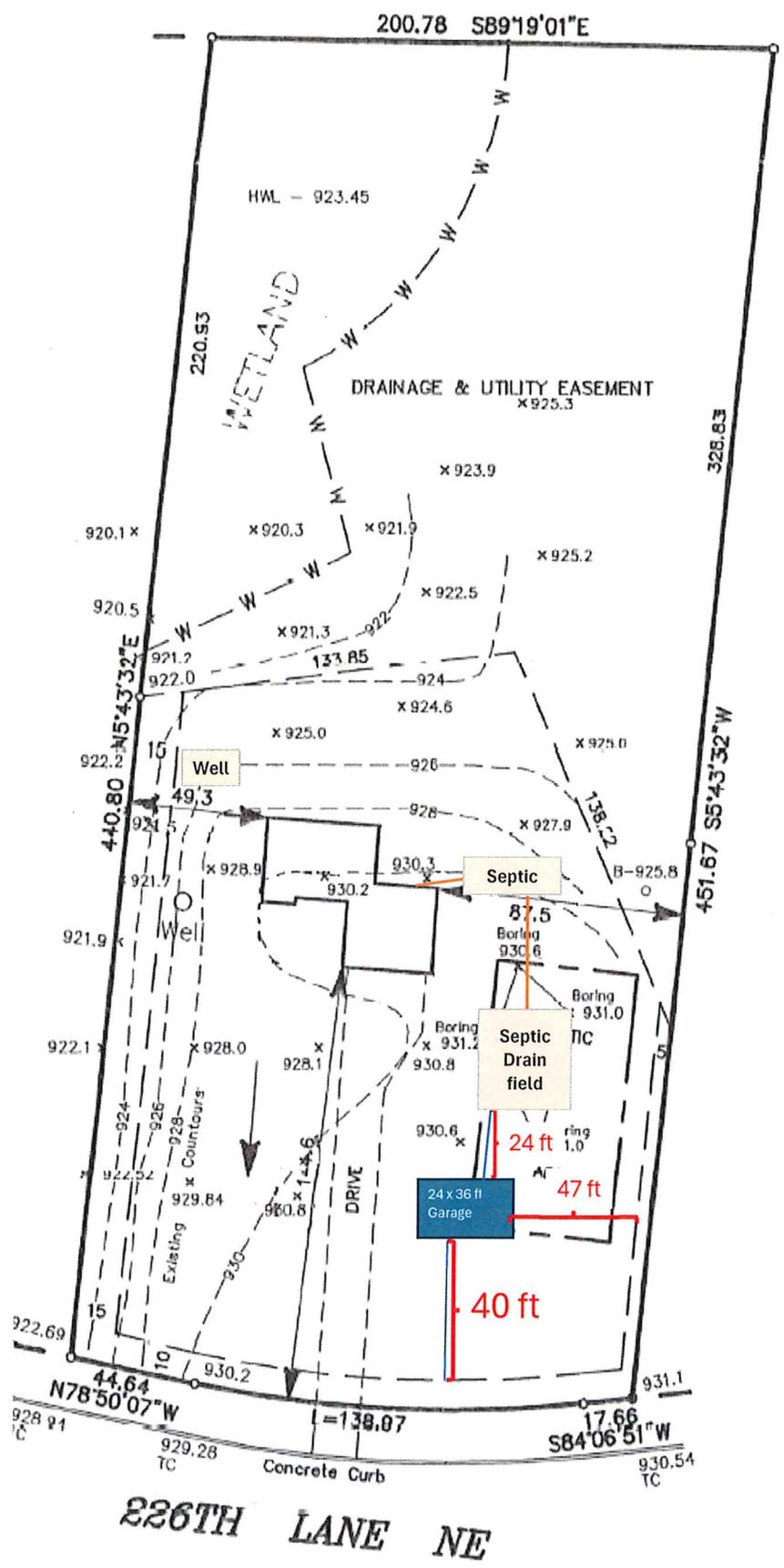


-  Parcels
-  City Mask

1 inch equals 136 feet



Site Plan
addition



From: [Holly Mikeworth](#)
To: [Aaron Berg](#)
Cc: [mike drews](#)
Subject: 4141 226th Ln NE East Bethel variance request, hearing 8/27
Date: Tuesday, August 27, 2024 4:20:38 PM

You don't often get email from hmikeworth@gmail.com. [Learn why this is important](#)

Caution: This email originated outside our organization; please use caution.

Dear Mr. Berg:

We are in receipt of the notice given from the Planning Commission of the hearing to be held this evening at 7:00 p.m. regarding the request by the property owners of 4141 226th Lane N.E., East Bethel, MN 55011 (PID 023323140014) to obtain a setback variance for placement of a detached accessory structure on their property.

We are neighbors of this property and cannot attend the meeting this evening. We very much enjoy our neighborhood; we chose to build in 2017 on the property next door to 4141 226th Lane N.E., because of the beautiful mature trees, acreage lots, and the nature preserve in our backyard. We understood when we purchased the property that having an out-building on the property would be difficult if not impossible, given the location of drainage field; and despite our desire to have additional storage with an out-building, understood and appreciated the limitations of the property.

We cannot support the building of a garage or pole barn in the front yard of our neighbor's home. We respect landowners' ability to use their property how they wish, but there are established ordinances in neighborhoods for legitimate reasons. Restrictions regarding placements of out-buildings serve to keep the aesthetics of our city and neighborhood intact. The character of our neighborhood is comprised of homes on beautiful 2+ acreage lots with long driveways leading up to a total of just 6 homes on our street. By permitting a detached accessory structure to be built at the very front of the yard on one of the six residences on our street will detract from the aesthetics of the neighborhood. The proposed change is not in conformity with the existing neighborhood. Additionally, if this variance is granted, the Planning Commission risks setting a precedent for variances from any and all landowners interested in constructing similar structures on their property. We are concerned that this structure and the precedent this may set will negatively impact the property value in our neighborhood.

Sincerely,

Holly and Mike Drews

From: [Nikki Steinert](#)
To: [Aaron Berg](#)
Subject: Re: property owner of 4141 226th LN NE
Date: Tuesday, August 27, 2024 4:54:59 PM

You don't often get email from nmsteine@gmail.com. [Learn why this is important](#)

Caution: This email originated outside our organization; please use caution.

Dear Mr. Berg:

We are in receipt of the notice given from the Planning Commission of the hearing to be held this evening at 7:00 p.m. regarding the request by the property owners of 4141 226th Lane N.E., East Bethel, MN 55011 (PID 023323140014) to obtain a setback variance for placement of a detached accessory structure on their property.

We are neighbors of this property and cannot attend the meeting this evening as we are moving our daughter into Madison University today and are out of town. Since purchasing our lot and building our home back in 2020 we have very much enjoyed our neighborhood; we live at 4093 226th Lane N.E. Which is two houses down from the house in question of building a detached accessory structure. We were drawn to this street / neighborhood because of the mature trees, the spacious lots, the near by savanna, walking paths, and so much more. We understood when we purchased the property that we needed to be mindful of the location of drainage field so we were very thoughtful with the placement of our home so we were not limited if we do decide to add additional storage.

We do not support the building of a garage or pole barn in the front yard of our neighbor's home. We respect landowners' ability to use their property how they wish, but there are established ordinances in neighborhoods for legitimate reasons.

Restrictions regarding placements of out-buildings serve to keep the aesthetics of our city and neighborhood intact. The character of our neighborhood is comprised of homes on beautiful 2+ acreage lots with long driveways leading up to a total of just 6 homes on our street. By permitting a detached accessory structure to be built at the very front of the yard on one of the six residences on our street will detract from the aesthetics of the neighborhood. The proposed change is not in conformity with the existing neighborhood. Additionally, if this variance is granted, the Planning Commission risks setting a precedent for variances from any and all landowners interested in constructing similar structures on their property. We are concerned that this structure and the precedent this may set will negatively impact the property value in our neighborhood.

Sincerely,

Tom and Nicole Cole

Sent from my iPhone

**City of East Bethel
City Council Meeting
Agenda Item Information**



Date: September 9th, 2024

Agenda Item Number: 7.0 A2

Agenda Item: Metes and Bounds Parcel Split – 22645 Bataan St NE – Nichole Sherk

Background Information: On July 24, 2024, Nichole Sherk, submitted an application for a Metes and Bounds split of a 20 acre parcel, located at 22645 Bataan St NE, PID: 03-33-23-24-0001, into three (3) parcels. The first parcel, will contain the original single family home and will be divided off as a 7.88 acre lot. The remaining 12.50 acres will be subdivided into a 6.06 acre lot and 6.42 acre lot.

The property proposed for the division is zoned Rural Residential and per City Code, Appendix A, Zoning, Section 42, the minimum lot size for any division is 2 acres with a minimum lot width of 200 feet at the public right of way and 23,000 square feet of buildable area.

To be eligible for using metes and bounds divisions as outlined in Appendix A, Zoning, Section 12-2, the following conditions must be met:

- 1.) The parcel must be a minimum of five acres.
- 2.) The parcel must have a minimum road front of 300 feet.
- 3.) The parcel must contain 23,000 square feet of buildable area as defined in other portions of this ordinance.
- 4.) Appropriate road, public utility, and drainage easements, as outlined in Ordinance 151 as amended, must be dedicated to the city.
- 5.) Park and trail dedication fees as adopted by the city council by resolution must be paid at the time of city certification of parcel division.

Although this proposed split meets 4 out of the 5 conditions it exceeds the minimum lot requirements for the Rural Residential Zone.

Planning Commission: On August 27, 2024, the Planning Commission held a Public Hearing which there was no public comment. After a review of the application material the Planning Commission, by a 5-0 vote recommended approval of the Metes and Bounds parcel split.

Recommendation: City Council should review the request, consider the Planning Commission’s formal recommendation and approve as presented in Resolution 2024-63.

Attachments:

1. Resolution 2024-63, Approval of Metes and Bounds parcel split
2. Location Map
3. Aerial Map
4. Certificate of Survey

City Council Action:

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

**CITY OF EAST BETHEL
EAST BETHEL, MINNESOTA**

RESOLUTION NO. 2024-63

APPROVING THE METES AND BOUNDS SPLIT FOR THE ADMINISTRATIVE SUBDIVISION OF THE PROPERTY LOCATED AT 22645 BAATAN ST NE, EAST BETHEL, (PIN 03-33-23-24-0001), LEGALLY DESCRIBED AS:

THE N1/2 OF SE1/4 OF NW1/4 OF SEC 3 TWP 33 RGE 23, EX RD, SUBJ TO EASE OF REC

WHEREAS, the property owners requested approval of an administrative subdivision, Metes and Bounds Split, of PIN: 03-33-23-24-0001, a 20 acre parcel, to create three (3) separate parcels, as show in EXHIBIT A; and

WHEREAS, the property is zoned a Rural Residential (RR) District in which lots are required to be a minimum of 2 acres in size; and

WHEREAS, City Staff reviewed the request and recommends the City Council approve the administrative subdivision, Metes and Bounds split; and

WHEREAS, as a result of the review, the East Bethel Planning Commission supports the administrative subdivision, Metes and Bounds split; and

WHEREAS, the City Council has determined the administrative subdivision, Metes and Bounds split, does not affect the health, safety and welfare of the City of East Bethel; and

WHEREAS, the administrative subdivision, Metes and Bounds split, is in alignment with RR Zone – Land Use and the 2040 Comprehensive Plan.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of East Bethel hereby approves the administrative subdivision, Metes and Bounds split, to create three (3) parcels, with the following conditions:

1. The property owners are responsible for filing the Metes and Bounds subdivision with Anoka County Property and Tax Division.
2. The administrative subdivision, Metes and Bounds split approved as shown on Exhibit A.
3. Park dedication fees of \$2,000 for each of new lot (2) shall be paid prior to the release of city approval for filing.
4. Building permits are required prior to any construction on newly created parcels.

Adopted this 9th day of September, 2024 by the City Council of the City of East Bethel.

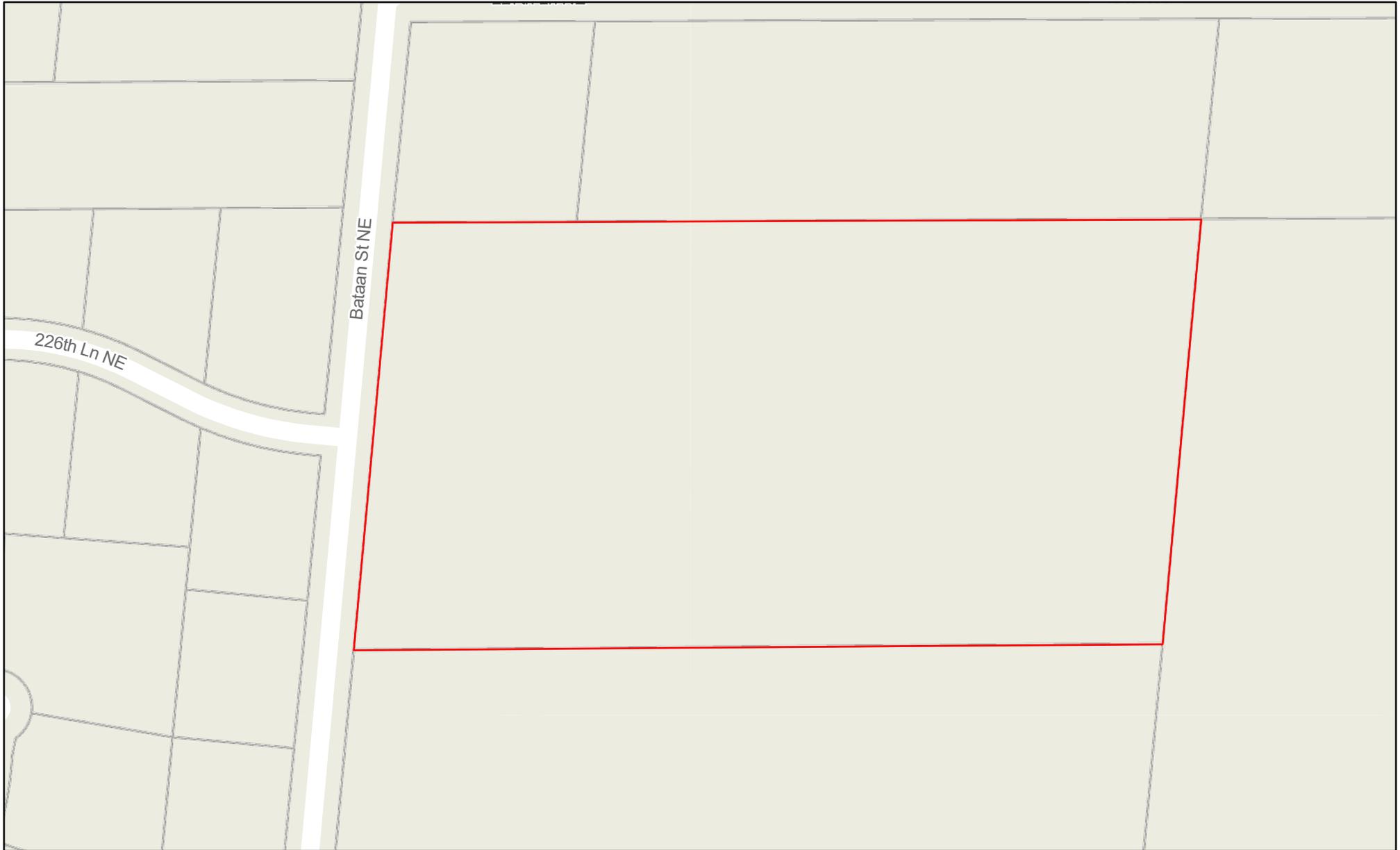
CITY OF EAST BETHEL

ATTEST:

Kevin Lewis, Mayor

Matt Look, City Administrator

22645 Bataan St NE - Location Map



1 inch equals 298 feet



-  Parcels
-  City Mask

22645 Bataan St NE - Aerial Map



1 inch equals 226 feet



-  Parcels
-  City Mask

METES AND BOUNDS DIVISION

~for~ NICHOLE SHERK
 ~of~ 22645 BATAAN STREET NE
 EAST BETHEL, MN

EXISTING LEGAL DESCRIPTION

(PER DOCUMENT NO. 2381876.001)

The North Half of the Southeast Quarter of the Northwest Quarter (N 1/2 of SE 1/4 of NW 1/4) of Section 3, Township 33, Range 23, Anoka County, Minnesota.

PROPOSED LEGAL DESCRIPTIONS

PARCEL A:

The North 200.00 feet of the North Half of the Southeast Quarter of the Northwest Quarter (N 1/2 of SE 1/4 of NW 1/4) of Section 3, Township 33, Range 23, Anoka County, Minnesota.

PARCEL B:

The South 260.00 feet of the North 460.00 feet of the North Half of the Southeast Quarter of the Northwest Quarter (N 1/2 of SE 1/4 of NW 1/4) of Section 3, Township 33, Range 23, Anoka County, Minnesota.

PARCEL C:

That part of the North Half of the Southeast Quarter of the Northwest Quarter (N 1/2 of SE 1/4 of NW 1/4) of Section 3, Township 33, Range 23, Anoka County, Minnesota, which lies South of the North 460.00 feet thereof.

PROPOSED EASEMENT DESCRIPTIONS

PARCEL A:

A perpetual easement for drainage and utility purposes over, under, and across the northerly 10 feet, southerly 10 feet, easterly 10 feet, and westerly 50 feet of the following described parcel:

The North 200.00 feet of the North Half of the Southeast Quarter of the Northwest Quarter (N 1/2 of SE 1/4 of NW 1/4) of Section 3, Township 33, Range 23, Anoka County, Minnesota.

PARCEL B:

A perpetual easement for drainage and utility purposes over, under, and across the northerly 10 feet, southerly 10 feet, easterly 10 feet, and westerly 50 feet of the following described parcel:

The South 260.00 feet of the North 460.00 feet of the North Half of the Southeast Quarter of the Northwest Quarter (N 1/2 of SE 1/4 of NW 1/4) of Section 3, Township 33, Range 23, Anoka County, Minnesota.

PARCEL C:

A perpetual easement for drainage and utility purposes over, under, and across the northerly 10 feet, southerly 10 feet, easterly 10 feet, and westerly 50 feet of the following described parcel:

That part of the North Half of the Southeast Quarter of the Northwest Quarter (N 1/2 of SE 1/4 of NW 1/4) of Section 3, Township 33, Range 23, Anoka County, Minnesota, which lies South of the North 460.00 feet thereof.

VICINITY MAP

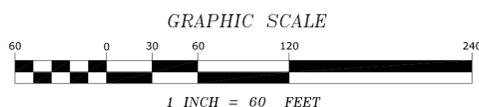
PART OF SEC. 03, TWP. 33, RNG. 23



ANOKA COUNTY, MINNESOTA
(NO SCALE)

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

NORTH

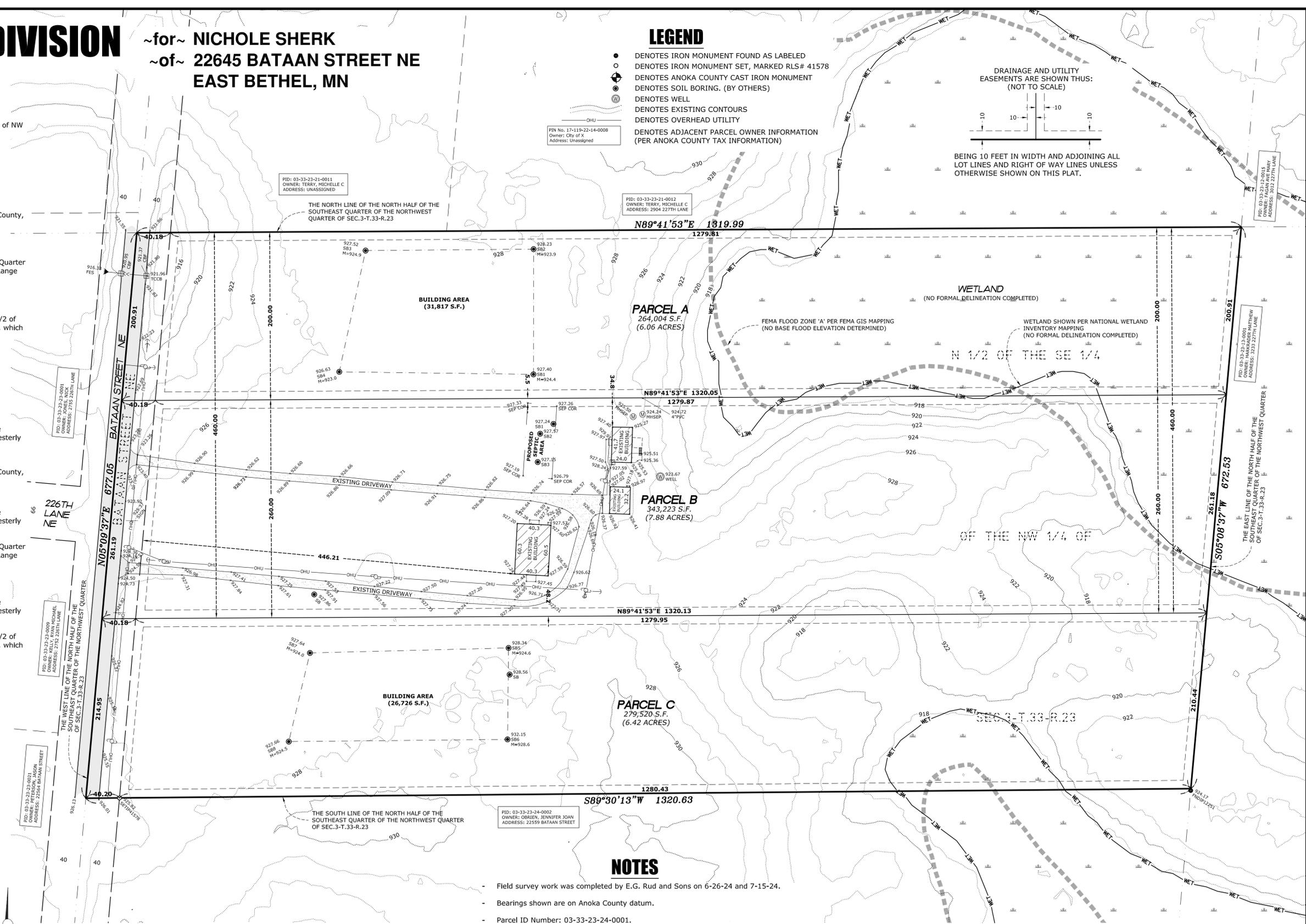


LEGEND

- DENOTES IRON MONUMENT FOUND AS LABELED
- DENOTES IRON MONUMENT SET, MARKED RLS# 41578
- ⊙ DENOTES ANOKA COUNTY CAST IRON MONUMENT
- ⊙ DENOTES SOIL BORING. (BY OTHERS)
- ⊙ DENOTES WELL
- DENOTES EXISTING CONTOURS
- DENOTES OVERHEAD UTILITY
- DENOTES ADJACENT PARCEL OWNER INFORMATION (PER ANOKA COUNTY TAX INFORMATION)

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS: (NOT TO SCALE)

BEING 10 FEET IN WIDTH AND ADJOINING ALL LOT LINES AND RIGHT OF WAY LINES UNLESS OTHERWISE SHOWN ON THIS PLAT.



NOTES

- Field survey work was completed by E.G. Rud and Sons on 6-26-24 and 7-15-24.
- Bearings shown are on Anoka County datum.
- Parcel ID Number: 03-33-23-24-0001.
- This survey was prepared without the benefit of title work. Additional easements, restrictions and/or encumbrances may exist other than those shown hereon. Survey subject to revision upon receipt of a current title commitment or an attorney's title opinion.
- Existing contours are shown per a combination of field survey data gathered by E.G. Rud and Sons, and LIDAR DEM data as provided by mndnr.
- 4. Surveyed premises shown on this survey map are in Flood Zone A, and Flood Zone X according to Flood Insurance Rate Map Community No. 270012 Panel No. 0089 Suffix E by the Federal Emergency Management Agency, effective date December 16, 2015.

BENCHMARK

ANOKA COUNTY BENCHMARK NO. 2025
 ELEVATION = 919.76 FEET (NAVD88)

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

JASON E. RUD
 Date: 7/17/2024 License No. 41578

DRAWN BY: CMB	JOB NO: 240676BT	DATE: 06/18/24
CHECK BY: JER	FIELD CREW: BH / BJ	
1		
2		
3		
NO.	DATE	DESCRIPTION
		BY

**City of East Bethel
City Council Meeting
Agenda Item Information**



Date: September 9, 2024

Agenda Item Number: 7.0 A3

Agenda Item: Concept Plan – Blanco De Cola Pradera – 34xx Viking Blvd NE – Matthew Chacich

Requested Action: Informally advise the developer on any adjustments to the plan prior to the creation of a Preliminary and Final Plat application.

Background Information: This is a concept plan review for a 3 lot rural residential development at 34xx Viking Blvd NE.

Conformance with Local and Regional Plans and Ordinances

The property is (2) two vacant parcels, totaling 60 acres, located within the RR – Rural Residential zoning district. Approximately 35 acres of the proposed lots are wetlands and likely unbuildable. Within the RR- Rural Residential zoning district a minimum lot size required is 2 acres, with a density not to exceed (1) one unit per 2.5 acres. All lots within the proposed subdivision meet the 2 acre minimum lot size. Additionally, each lot meets the required minimum 200 foot width at the right-of-way setback line.

Streets

There are no internal streets and each lot will need to obtain an individual Access Permit from the ACHD.

Parks Commission

The new concept plan will be placed on the October Parks Commission meeting agenda. The standard Park Dedication fee is currently \$2,000 per newly created parcel.

Next Steps

Based on the feedback received the owner can modify plans prior to making an application for Preliminary Plat and Final Plat. Once a Preliminary Plat application is received it will be forwarded on to City and County Engineer for comment and approval.

Planning Commission: On August 27, 2024, the Planning Commission held a Public Hearing which there was no public comment. After a review of the application material the Planning Commission had no formal feedback.

Recommendation: City Council should review the Concept Plan and advise the developer on adjustments, if any to the plan prior to the creation of a Preliminary and Final Plat application.

Attachments:

1. Location Map
2. Aerial Map
3. Concept Plan

City Council Action:

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

CONCEPT PLAN

~of~ **BLANCO DE COLA PRADERA**
EAST BETHEL, MN

~for~ **MATTHEW CHACICH**

VICINITY MAP

PART OF SEC. 26, TWP. 33, RNG. 23



ANOKA COUNTY, MINNESOTA
(NO SCALE)

PROPERTY DESCRIPTION

(PER TRUSTEE'S DEED, DOCUMENT NO. 2406806.003)

That part of the Northwest Quarter of the Southwest Quarter of Section 26, Township 33, Range 23, Anoka County, Minnesota, lying northerly of the centerline of County State Aid Highway No. 22; except the east 392.57 feet, as measured at right angles to the east line thereof.

AND

The Southwest Quarter of the Northwest Quarter of Section 26, Township 33, Range 23, Anoka County, Minnesota.

NOTES

- Field survey was completed by E.G. Rud and Sons, Inc. on 6/11/2024 and 6/26/2024.
- Bearings shown are on Anoka County datum.
- Parcel ID Numbers: 26-33-23-32-0012 and 26-33-23-23-0001.
- Total parcel area = 2,697,171 sq. ft. (61.92 acres).
- This survey was prepared without the benefit of title work. Additional easements, restrictions and/or encumbrances may exist other than those shown hereon. Survey subject to revision upon receipt of a current title commitment or an attorney's title opinion.
- Wetland delineation by Anderson Engineering in June 2024.
- Surveyed premises shown on this survey map is in Flood Zone X (Areas determined to be outside the 0.2% annual chance floodplain), according to Flood Insurance Rate Map Community No. 270021 Panel No. 0210 Suffix E by the Federal Emergency Management Agency, effective date December 16, 2015.

LEGEND

- DENOTES ANOKA COUNTY CAST IRON MONUMENT
- DENOTES 1/2 INCH IRON OPEN PIPE FOUND, UNLESS NOTED
- DENOTES EXISTING SPOT ELEVATION
- DENOTES EXISTING CONTOURS
- DENOTES POWER POLE AND OVERHEAD WIRES
- DENOTES GUY WIRE
- DENOTES FIBER OPTIC BOX
- DENOTES TELEPHONE PEDESTAL
- DENOTES FENCE
- DENOTES EDGE OF WETLAND DELINEATION
- DENOTES SIGN
- DENOTES TREE LINE
- DENOTES BITUMINOUS SURFACE
- DENOTES CONCRETE SURFACE

ZONING INFORMATION

PER CITY OF EAST BETHEL ZONING MAP DATED MAY 22, 2023 THE PARCEL IS CURRENTLY ZONED RR (RURAL RESIDENTIAL) AND SUBJECT TO THE FOLLOWING STANDARDS:

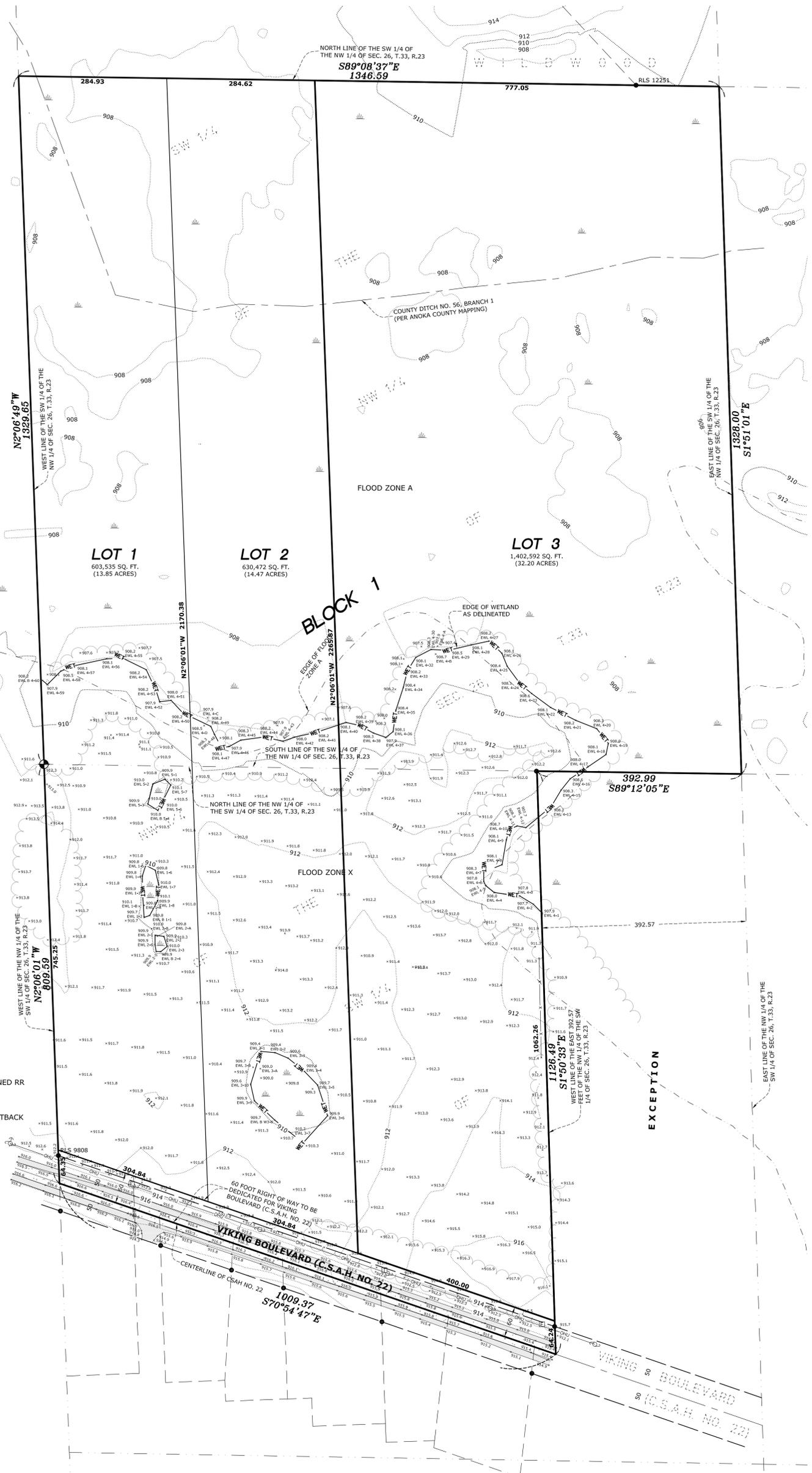
MINIMUM LOT AREA = 2 ACRES, WITH A DENSITY NOT TO EXCEED 1 UNIT PER 2.5 ACRES
MINIMUM LOT WIDTH = 200 FEET A PUBLIC RIGHT OF WAY, 200 FEET AT FRONT BUILDING SETBACK
MINIMUM BUILDABLE AREA = 23,000 SQ. FT.

SETBACKS:
PRINCIPAL AND ACCESSORY STRUCTURES
FRONT = 100 FEET COUNTY/STATE RIGHT OF WAY
SIDE = 25 FEET
REAR = 25 FEET
WETLAND = 25 FEET
WETLAND BUFFER = 15 FEET

MAXIMUM BUILDING HEIGHT (PRINCIPAL) = 3 STORIES OR 30 FEET, WHICHEVER IS LESS

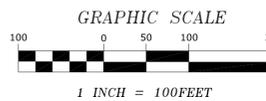
DEVELOPMENT DATA

PROPOSED NUMBER OF LOTS = 3
TOTAL PROPERTY AREA = 61.92 ACRES
RIGHT OF WAY DEDICATION = 1.39 ACRES
AVERAGE LOT SIZE = 20.18 ACRES



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

JASON L. RUD
Date: 7/30/2024 License No. 41578

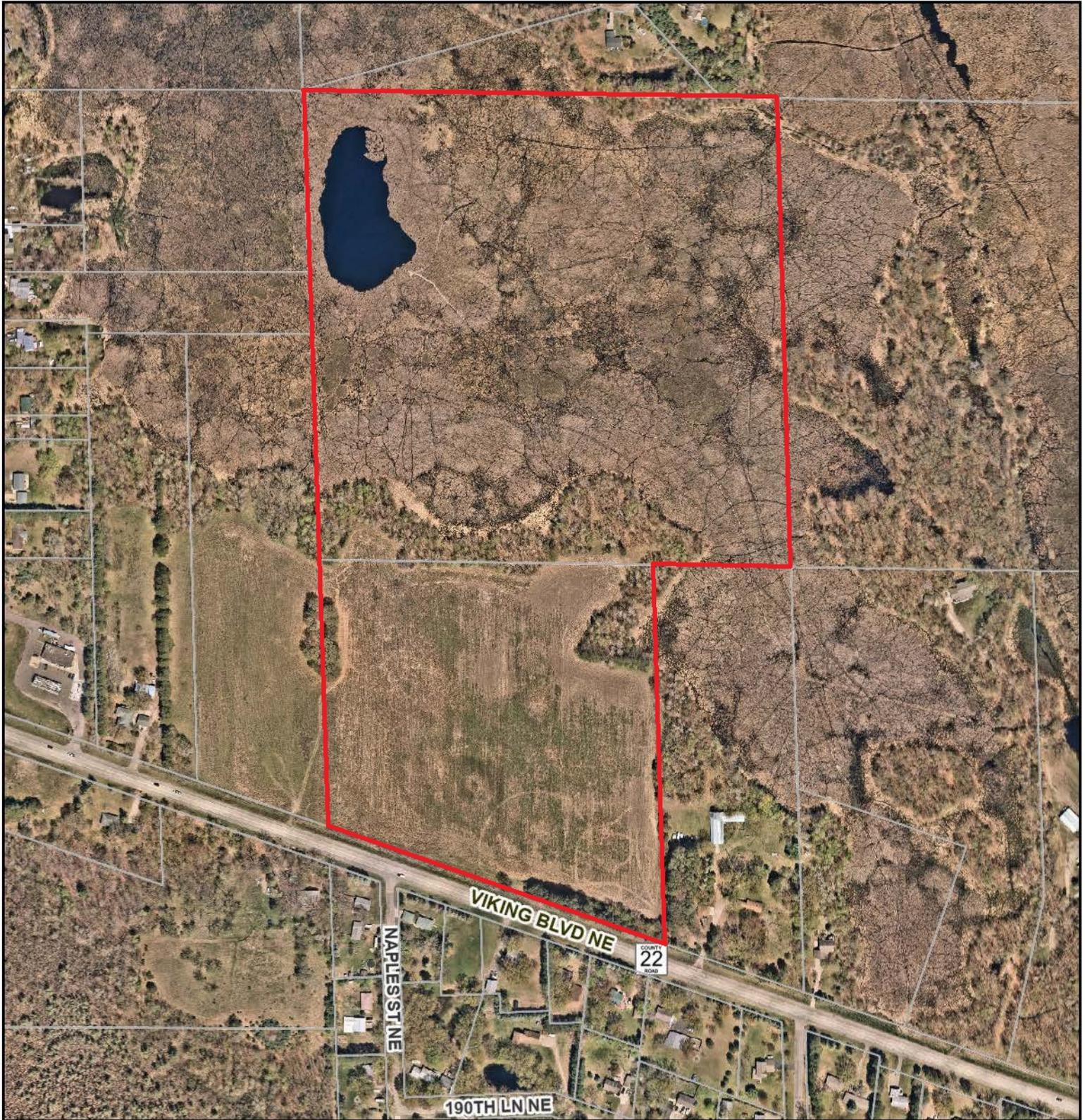


BENCHMARK

MNDOT GEODETIC STATION NO. 769
STATION NAME: DENN MNDT
ELEVATION = 899.19 (NAVD 88 DATUM)

DRAWN BY: BAB	JOB NO: 240630PP	DATE: 7/11/2024
CHECK BY: JER	FIELD CREW: RW/MR	
1	7/30/24	REVISE PROPOSED PLAT NAME
2		
3		
NO.	DATE	DESCRIPTION
		BY

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

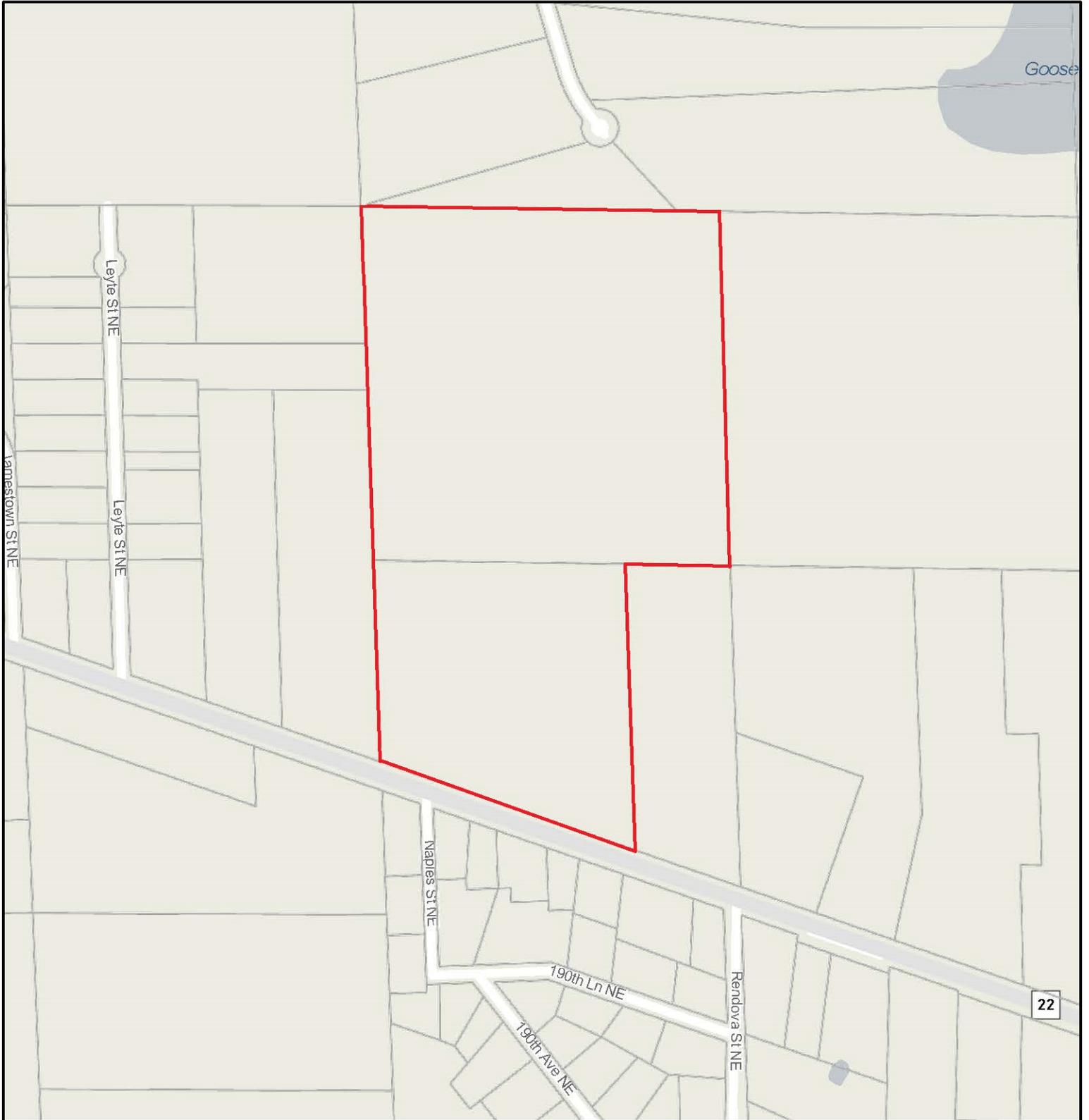


-  Parcels
-  City Mask

1 inch equals 543 feet



26-33-23-32-0012 Location Map



-  Parcels
-  City Mask

1 inch equals 719 feet



**City of East Bethel
City Council Meeting
Agenda Item Information**



Date: September 9, 2024

Agenda Item Number: 7.0 A4

Agenda Item: Rezoning parcels along west side of Hwy 65 in an R-2 Zone between Klondike Drive and 207th Ave NE.

Background Information: At the formal request of the City Council, City Staff have conducted all of the formal requirements necessary to rezone the referenced parcels from R-2 to B-2.

At the March 11, 2024 City Council Work Meeting, City Council discussed the rezoning of the referenced parcels.

At the August 12, 2024 City Council Meeting, City Council gave Staff formal direction to take the necessary steps to rezone the area referenced.

On August 16, 2024 Public Hearing Notices were mailed and published as required by statute.

Planning Commission: On August 27, 2024, the Planning Commission held a Public Hearing which there was multiple members of the public with questions. The questions ranged from what type of business could be approved, sewer and water extensions, what does the Significant Natural Environment Designation require, why was it rezoned from an original B-2, how long with the rezoning take and a concern over noise and light pollution. None of the comments were in opposition to the rezoning. After a review of the information material, hearing from the public and a discussion, the Planning Commission, by a 4-0 vote, with one abstention recommended approval of the rezoning.

Recommendation: City Council should review, consider the Planning Commission's formal recommendation and approve the rezoning as presented in Ord. 2024-04.

Attachments:

1. Ordinance 2024-04.
2. Existing Zoning Map
3. Area of Consideration Map
4. Map with Rezoning Overlay
5. Significant Natural Environment Overlay
6. Sec. 59. Significant Natural Environmental Areas (SNEA) Overlay District

City Council Action:

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

CITY OF EAST BETHEL
COUNTY OF ANOKA
STATE OF MINNESOTA

ORDINANCE NO. 2024-04

THE CITY COUNCIL OF THE CITY OF EAST BETHEL DOES HEREBY ORDAIN AS FOLLOWS:

CITY CODE APPENDIX – A, ZONING

AMENDED ZONING MAP DATED September 9th, 2024

The rezoning of properties from Single Family and Townhome Residential (R2) District and the proposed zoning designation being Central Business (B-2) District, located at the following parcels:

1351 Klondike Dr. NE; PID 203323240001, legally described as; and

THE E 660 FT OF S 330 FT OF SE1/4 OF NW1/4 OF SEC 20 TWP 33 RGE 23, EX RDS, SUBJ TO EASE OF REC

20204 HIGHWAY 65 NE; PID 203323240004, legally described as; and

E 532 FT OF N 1010 FT OF SE1/4 OF NW1/4 OF SEC 20 TWP 33 RGE 23, EX RD SUBJ TO EASE OF REC

20418 HIGHWAY 65 NE; PID 203323210010, legally described as; and

THE NE1/4 OF NW1/4 OF SEC 20 TWP 33 RGE 23, EX THAT PRT DESC AS FOL: BEG AT INTER OF N LINE OF SD 1/4 1/4 WITH WLY R/W LINE OF T H NO 65, TH S ALG SD R/W LINE 300 FT, TH W PRL/W SD N LINE 400 FT, TH N PRL/W W LINE THEREOF TO SD N LINE, TH E ALG SD N LINE TO POB, EX RD, SUBJ TO EASE OF REC

20454 HIGHWAY 65 NE; PID 203323210002, legally described as; and

THAT PRT OF NE1/4 OF NW1/4 OF SEC 20 TWP 33 RGE 23 DESC AS FOL: COM AT INTER OF W R/W LINE OF ST TRK HWY NO 65 & N LINE OF SD SEC, TH SLY ALG SD W R/W LINE 300 FT, TH W PRL/W SD N LINE 350 FT, TH N P RLL/W W LINE OF SD 1/4 1/4 TO SD N LINE, TH E ALG SD N LINE TO POB, SUBJ TO EASE OF REC

PID 203323210011; legally described as; and

WLY 50 FT OF THAT PRT OF NE1/4 OF NW1/4 OF SEC 20 TWP 33 RGE 23 DESC AS FOL: COM AT INTER OF W R/W LINE OF ST TRK HWY NO 65 & N LINE OF SD SEC, TH SLY ALG SD W R/W LINE 300 FT, TH W PRL/W SD N LINE 400 FT, TH N PRL/W W LINE OF SD 1/4 1/4 TO SD N LINE, TH E ALG SD N LINE TO POB, SUBJ TO EASE OF REC

20508 HIGHWAY 65 NE; PID 173323340002, legally described as; and

THE S1/2 OF SE1/4 OF SW1/4 OF SEC 17 TWP 33 RGE 23, EX RD, SUBJ TO EASE
OF REC

PID 173323340003, legally described as;

THE N1/2 OF SE1/4 OF SW1/4 OF SEC 17 TWP 33 RGE 23, EX RD, SUBJ TO EASE
OF REC

All other Titles, Chapters and Sections of the City Code shall remain as written and adopted by the City of East Bethel City Council.

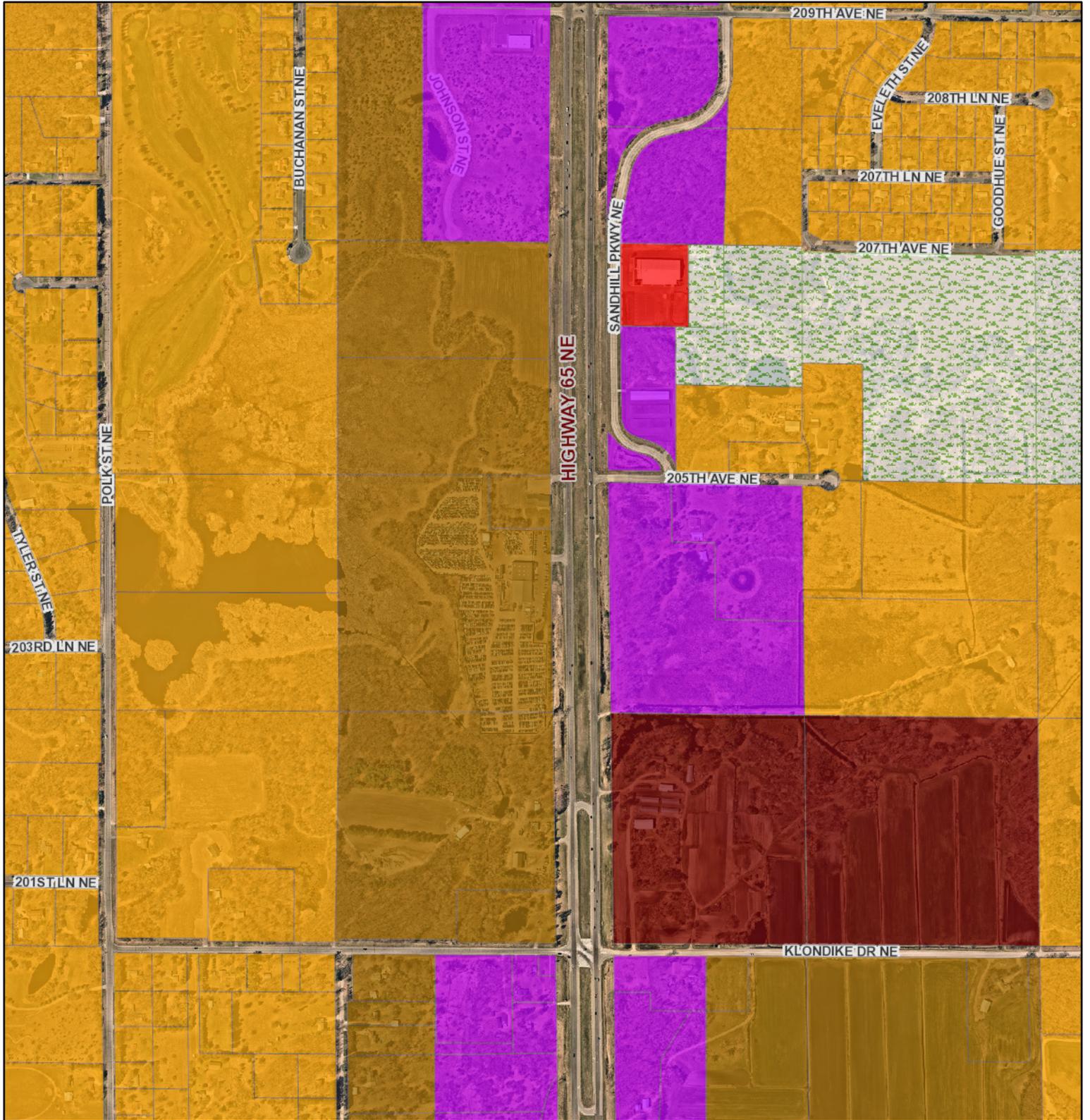
Adopted by the City Council of the City of East Bethel on this the 9th day of August, 2024.

CITY OF EAST BETHEL

Kevin Lewis, Mayor

ATTEST:

Matt Look, City Administrator



Current Zoning

- | | |
|---|--|
|  AG - Agriculture |  R-2 - Single Family & Townhome Residential |
|  B-1 - Limited Business |  CL - Coon Lake |
|  B-2 - Central Business |  Public/Institutional |
|  B-3 - Highway Business |  Park/Open Space |
|  I - Light Industrial |  Natural Area |
|  MXU - Mixed Use |  ROW |
|  RR - Rural Residential |  Water |
|  R-1 - Single Family Residential |  City Mask |

1 inch equals 1,085 feet



Area of Consideration



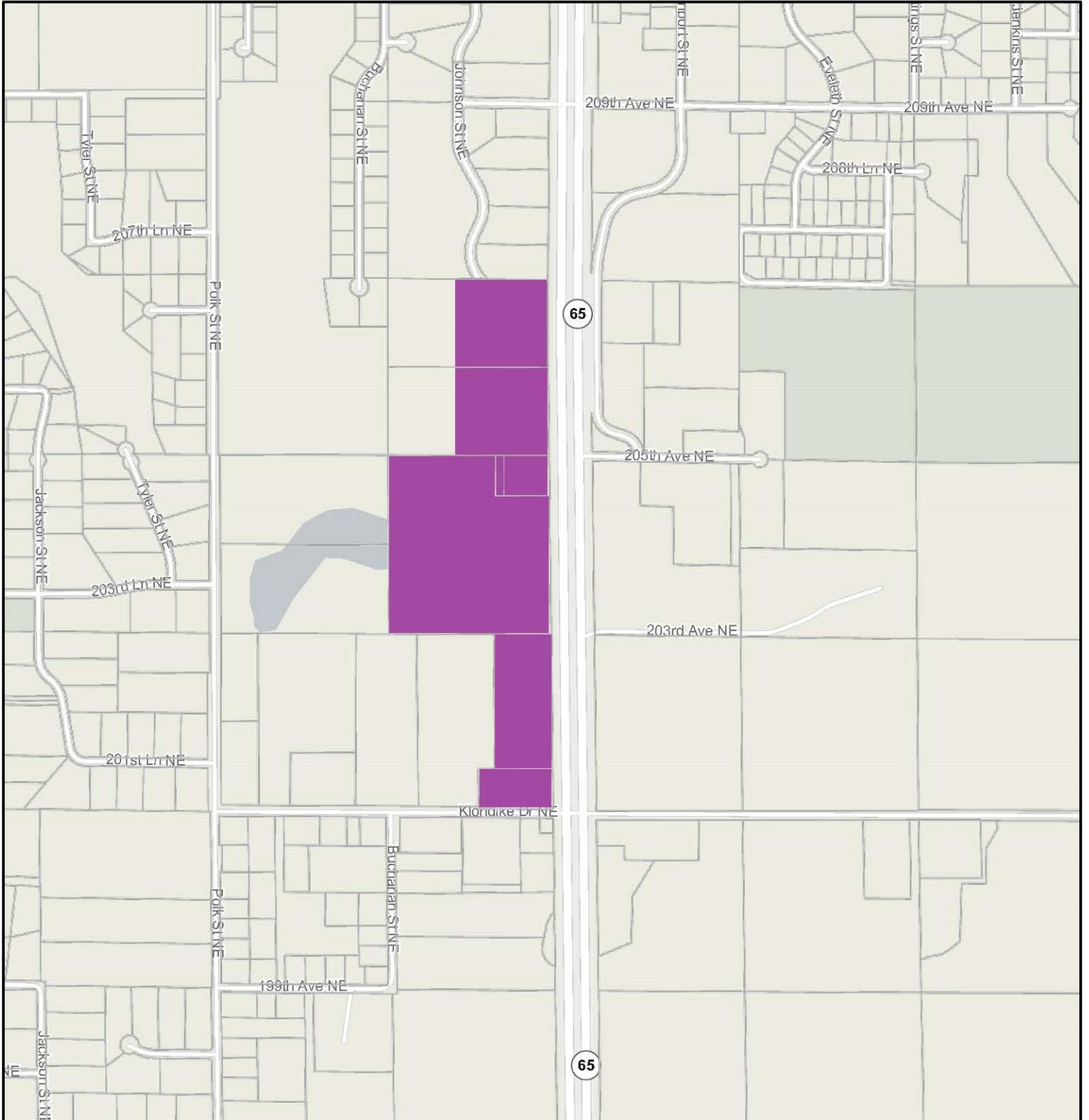
1 inch equals 1,085 feet

Parcels

City Mask



HWY 65 R2 - B2 Rezoning

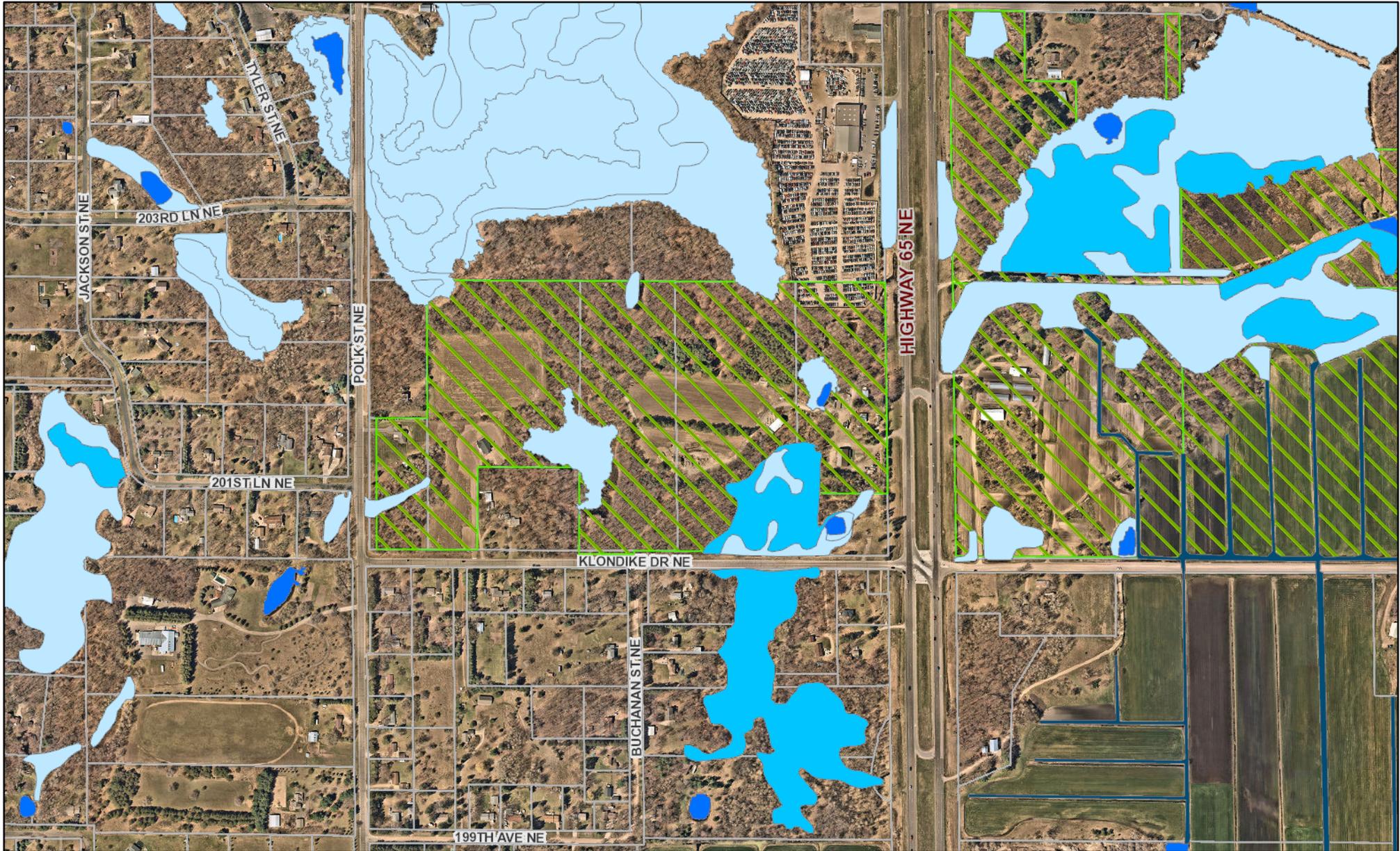


- Parcels
- City Mask

1 inch equals 1,437 feet



HWY 65 R2 - B2 Rezoning SNEA



1 inch equals 906 feet

Wetlands

- | | | | | | |
|---|-----------------------------------|--|-----------------|---|--|
|  | Freshwater Emergent Wetland |  | Freshwater Pond |  | Significant Natural Environmental Area |
|  | Freshwater Forested/Shrub Wetland |  | Lake |  | Parcels |
|  | Freshwater Forested/Shrub Wetland |  | Riverine |  | City Mask |



SECTION 59. SIGNIFICANT NATURAL ENVIRONMENTAL AREAS (SNEA) OVERLAY DISTRICT

1. Intent.

The primary purpose of the significant natural environmental areas (SNEA) overlay district is to protect resources and functional values that have been identified by Anoka Conservation District (ACD), Minnesota Department of Natural Resources (MNDNR), and the metropolitan council as providing benefits to the sustainability of the natural resource communities. This section is intended to protect and rehabilitate areas within the City of East Bethel that contain native vegetation and natural features and/or natural resources that contribute to the health, welfare, and quality of life of the people in the City of East Bethel. The City of East Bethel has the right and responsibility to protect and conserve these areas for a variety of reasons including:

- A. Natural communities and the wildlife habitat they provide;
- B. Contribution to the community's health and safety (i.e., flood control, purification of stormwater runoff, clean and healthy groundwater supplies necessary for the health, safety, and enjoyment of the city's residents and neighboring communities);
- C. Recreational purposes;
- D. Aesthetic and quality of life contributions;
- E. Protection and conservation of natural resources within and adjacent to the natural areas for the community's long-term environmental and economic benefits; and
- F. Contribution to the community's historic and symbolic needs.

2. Purpose.

To achieve the policies in the comprehensive plan and state and federal policies and statutes, the City of East Bethel intends to determine, control, and guide future development within those land areas in the SNEA. Specifically, this section purports to:

- A. Identify areas of SNEAs. These areas include natural areas that are: 1) preserved and minimally changed, and 2) those needing more management to maintain and enhance their natural integrity and resource value;
- B. Control natural environment areas of ecological value to preserve and/or restore ecological functions to the maximum extent possible;
- C. Regulate the use and subdivision of the land within as it relates to the criteria necessary to provide for the long-term sustainability of areas of SNEAs;
- D. Promote innovative development techniques such as conservation and other development practices that measurably reduce the amount of impervious coverage and minimize impacts of development on SNEAs;
- E. Aid developers in the creation of their development plans;

- F. Aid city staff, the planning commission, and city council in their assessment of development plans in areas of "natural environmental significance"; and
- G. Encourage cost effective site development through innovative development practices that efficiently use land and resources. Cost effective development can reduce infrastructure engineering and construction costs because of improved lot configurations, shortened and/or narrower streets, and reduced utility runs. Long-term public cost savings can also be realized by lowering public maintenance costs.

3. Conditional uses.

Electric power and communications transmission lines.

4. General provisions.

A. *Identification of significant natural environmental areas (SNEAs).*

SNEAs contain native vegetation and natural features and/or natural resources prioritized by the City of East Bethel according to the natural resource functions they provide, including vegetation diversity, wildlife habitat, economic value, community open space, water quality, flood protection, aesthetics, and recreation.

SNEAs may contain rare, threatened, or endangered species and/or protect natural resources of concern. Further fragmentation, disturbance, and development will adversely affect and may destroy the natural processes operating within SNEAs, as well as the composition, structure, and functions of the natural communities they contain.

SNEAs include areas that are significant in spite of alteration by human impact. These areas may need management to maintain, enhance, and/or repair its natural resource value to the community including, but not limited to, exotic species control, fire management, and stormwater pond construction for water quality enhancement.

SNEAs are identified by the City of East Bethel to:

- 1) Protect, conserve and enhance the City of East Bethel's natural resources including inventoried and identified native prairies, forests, woodlands, sensitive geological and hydrological features, wetlands, riparian (river and stream) corridors, wildlife corridors, and other sensitive natural features,
- 2) Promote open space, including an interconnected system of trails and corridors for wildlife where appropriate and feasible;
- 3) Provide for the orderly growth and development of the City of East Bethel residential areas;
- 4) Promote flexible site planning;
- 5) Encourage coordination between local government, county, state, and federal agencies concerned with natural resources;
- 6) Encourage early cooperative planning between landowners/developers, the City of East Bethel, and individuals with scientific expertise in natural communities and resources.

B. *Criteria for designating SNEAs.* The MNDNR, ACD, and metropolitan council has inventoried natural resources and designated SNEAs as having one or more of the following characteristics:

- 1) Contains a high degree of native biodiversity and few exotics;
- 2) Is of adequate size, cohesiveness, and shape to be biologically sustainable either as an isolated body or by a continued connection to an existing resource;

- 3) Is a remaining example of a pre-European Settlement Natural Community for Minnesota;
- 4) Is considered significant because it is rare in the City of East Bethel;
- 5) Contains a rare species site, and is critical in preserving the rare plant species or in conserving the rare animal species present, consistent with MN 84.0895, Protection of Threatened and Endangered Species [Minn. Stats. § 84.0895]; and
- 6) Contains sensitive geological and hydrological features.

5. Development procedure.

SNEA overlay district is intended to provide for greater flexibility in land use planning. The application procedure and applicable general requirements pertaining to planned unit developments (PUDs) shall apply to SNEAs, subject to any exceptions, modifications, or additions set forth in the ordinance. Amendments to the PUDs can be proposed and implemented upon city council approval.

6. Standards.

In order to provide maximum flexibility, no fixed standards shall apply to the SNEA overlay district. In evaluating each individual proposal, city council shall recognize that the primary function of the SNEA overlay district is to encourage development that preserves and enhances the natural characteristics and valuable natural resources of a site.

(Ord. No. 19, Second Series, 5-5-2010)