



CITY COUNCIL REGULAR MEETING AGENDA

February 25, 2025 – 7:00 pm

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF AGENDA**
4. **PRESENTATION – Hennepin County Commissioner Heather Edelson**
5. **CONSENT AGENDA**
 - A. Approve Council Meeting & Work Session Minutes February 11, 2025 1-10
 - B. Approve February 2025 Claims 11-35
 - C. Hennepin County Open Book Meeting Notification (Informational) 36-38
 - D. South Lake Minnetonka PD Monthly Reports (Informational) 39-46
6. **MATTERS FROM THE FLOOR²** (*maximum time of five minutes per person*)
7. **SPECIAL BUSINESS**
 - A. None
8. **PUBLIC HEARING**
 - A. None
9. **OLD BUSINESS**
 - A. Approve Regular Work Session Meeting Schedule for 2025
 - i. 6pm before 1st Council Meeting of each month.
10. **NEW BUSINESS**
 - A. Consider IT Relocation Quotes 47-50
11. **MATTERS FROM THE FLOOR²** (*maximum time of five minutes per person*)
12. **REPORTS**
 - A. Administrator's Report 51-52
 - B. Contracted Staff Report(s)
 - C: Council Member Reports
 1. **Council Member Anderson:** *Committees - Acting Mayor, Commercial Marinas, LMCD, Sanitation and Recycling*
 2. **Council Member Eckland:** *Committees - EFD, Fire Lanes and Public Access, Alternate Advisory Board*
 3. **Council Member Ottum:** *Committees: Banks/Finance/Investments, Technology, Municipal Buildings and Grounds*
 4. **Council Member Wischmeier:** *Committees: Building Inspection, Alternate EFD, Alternate SLMPD, Alternate City Administration*

5. **Mayor Jennings:** *Committees: SLMPD Coordinating Committee, Parks and Docks, City Administration, Public Works, Employee Advisory Board*

13. ADJOURNMENT

All matters listed within the Consent Agenda are considered to be routine items to be enacted upon by one City Council motion. Items on the Consent Agenda are reviewed in total by the City Council and may be approved through one motion with no further discussion by the Council. Any item may be removed by any Council Member, staff member or person from the public for separate consideration.

²For individuals who wish to address the Council on subjects which are not a part of the meeting agenda. Typically, the Council will not take action on items presented at this time but will refer them to staff for review, action and/or recommendation for future Council action.

MINUTES
TONKA BAY CITY COUNCIL
REGULAR MEETING
FEBRUARY 11, 2025

1. CALL TO ORDER

The regular semi-monthly meeting of the Tonka Bay City Council was called to order at 7:00 p.m.

2. ROLL CALL

Members present: Mayor Jennings, Council Members Anderson, Eckland, Ottum and Wischmeier. Also present were City Administrator Holl, City Engineer Bradford, City Planner Johnson, and City Attorney Nason.

3. APPROVAL OF AGENDA

Council Member Anderson made a motion to approve the agenda with one addition, 8B. Council Member Eckland seconded the motion. Ayes: Anderson, Eckland, Ottum, Wischmeier, and Jennings. The motion carried.

4. CONSENT AGENDA

- A. Minutes from January 14, 2025 City Council Meeting
- B. Minutes from January 28, 2025 City Council Meeting
- C. January 2025 Claims, check numbers 28042 to 28100, e-check number 25752
- D. Public Hearing Notice Cannabis Zoning Ordinance Amendment
- E. Utility Customers Notice Regarding Quarterly Billing and Recommended Pay Dates

Council Member Anderson made a motion to approve the consent agenda with corrections to minutes and explanation of the Claims breakdown. Council Member Eckland seconded the motion. Ayes: Anderson, Eckland, Ottum, Wischmeier, and Jennings. The motion carried.

5. MATTERS FROM THE FLOOR

Duane Anderson, 55 Florence Drive, raised concerns about a bright light from his neighbor at 60 Florence Drive shining into his home. A letter sent by the former City Administrator in June 2024 required the neighbor to comply by July 5, but the issue remains unresolved. Anderson was advised to call the police when the light is on and has done so multiple times. The police recommended using a light meter to measure its brightness.

Mayor Jennings acknowledged that the Council previously discussed the matter with the former City Administrator, who believed it had been resolved. City Administrator Holl, recently introduced to Anderson, acknowledged locating the previous letter and stated that he will meet with City Planner Johnson to follow up on the matter and draft a code compliance letter if required. Johnson noted the

importance of obtaining timestamped photos from the police before sending a compliance letter, which may require the neighbor to install a downward shield per City Ordinance.

6. SPECIAL BUSINESS
None

7. PUBLIC HEARING

A. Zoning Ordinance Amendments Related to Cannabis Businesses & Lower Potency Hemp Edible Businesses – City Attorney Nason provided a summary of the ordinance amendments.

Mayor Jennings opened the public hearing at 7:37 p.m. No comments heard from the floor. Jennings closed the public hearing at 7:38 p.m.

Ordinance 25-03: Amending Tonka Bay City Code Chapter X, Section 1024, related to Cannabis and Hemp Business – A motion to approve Ordinance No. 2025-03 was made by Council Member Anderson. Council Member Wischmeier seconded the motion. Ayes: Anderson, Eckland, Ottum, Wischmeier, and Jennings. The motion carried.

Ordinance 2025-02: Adopting Tonka Bay City Code Chapter IV, Section 590, Cannabis and Hemp Business Regulations – A motion to approve Ordinance No. 2025-02 was made by Council Member Anderson. Council Member Wischmeier seconded the motion. Ayes: Anderson, Eckland, Ottum, Wischmeier, and Jennings. The motion carried.

Resolution 2025-07: Approving the Publication of a Summary of Ordinance No. 2025-02, an Ordinance Adopting Tonka Bay City Code Chapter IV, Section 590, Cannabis and Hemp Business Regulations – A motion to approve Resolution 2025-07 was made by Council Member Anderson. Council Member Wischmeier seconded the motion.

Roll call: Anderson Aye
 Eckland Aye
 Ottum Aye
 Wischmeier Aye
 Jennings Aye

The motion carried.

Approve Resolution 2025-08: Approving the Publication of a Summary of Ordinance No. 2025-03, an Ordinance Amending Tonka Bay City Code Chapter

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X, Section 1024, related to Cannabis and Hemp Business – A motion to approve Resolution 2025-08 was made by Council Member Anderson. Council Member Wischmeier seconded the motion.

Roll call: Anderson Aye
Eckland Aye
Ottum Aye
Wischmeier Aye
Jennings Aye

The motion carried.

8. OLD BUSINESS

A. Ordinance No. 2025-01: Amending Tonka Bay City Code, Chapter IV, Section 402.01 Fees and Appendix A – A motion to approve Ordinance 2025-01 was made by Council Member Anderson. Council Member Wischmeier seconded the motion. Ayes: Anderson, Eckland, Ottum, Wischmeier, and Jennings. The motion carried.

Resolution 2025-05: Authorizing Summary Publication of Ordinance 2025-01, an Ordinance Amending Tonka Bay City Code, Chapter IV, Section 402.01, Fees and Appendix A – A motion to approve Resolution 2025-05 was made by Council Member Anderson. Council Member Eckland seconded the motion.

Roll call: Anderson Aye
Eckland Aye
Ottum Aye
Wischmeier Aye
Jennings Aye

The motion carried.

B. Park Storage: Council Member Ottum raised concerns about storing construction materials in Manitou Park at the end of Lilah Lane. City Engineer Bradford explained that the contractor moved materials there to avoid damage from snowplows and that the City has historically stored construction materials in that area. Ottum presented deed information to the Council, noting language that she interpreted as possibly prohibiting storage. City Attorney Nason reviewed the deeds and clarified that while the property was originally designated for park and playground use, state statutes override these restrictions after a certain period. Since the City is not selling the land, there is no legal issue with temporary storage.

Council discussed whether the materials interfered with park use and found no current impact. Council Member Wischmeier noted that this area is not

used for play or traffic, and while the materials are unsightly, they will be removed in the spring.

Bradford stated that once road restrictions are lifted, the contractor will resume work. He anticipates this to happen in May with 60 days of construction remaining. Council agreed to allow the storage to continue.

9. NEW BUSINESS

- A. Application and Fees for Reduced Garbage & Recycling Rates for Residents 65 and older – A motion to approve the application and fees for reduced garbage and recycling rates for residents sixty-five and older was made by Council Member Anderson. Council Member Wischmeier seconded the motion. Ayes: Anderson, Eckland, Ottum, Wischmeier, and Jennings. The motion carried.
- B. Encroachment Agreement for 436 Lakeview Avenue – A motion to approve the Encroachment Agreement for 436 Lakeview Avenue was made by Council Member Anderson. Council Member Eckland seconded the motion. Ayes: Anderson, Eckland, Ottum, Wischmeier, and Jennings. The motion carried.
- C. Resolution 2025-06: Declaring the Official Intent of City of Tonka Bay to Reimburse Certain Expenditures from the Proceeds of Bonds to be Issued by the City – A motion to approve Resolution 2025-06 was made by Council Member Anderson. Council Member Eckland seconded the motion. Aye: Anderson, Eckland, Ottum, Wischmeier, and Jennings. The motion carried.
- D. Water Usage Refund for 90 Florence Drive – A motion to approve the water usage refund for 90 Florence Drive was made by Council Member Anderson. Council Member Wischmeier seconded the motion. Ayes: Anderson, Eckland, Ottum, Wischmeier, and Jennings. The motion carried.
- E. Inflow & Infiltration Escrow Refund (\$16,040) for 5 Waseca Avenue – A motion to approve the escrow refund in the amount of \$16,040.00 for 5 Waseca Avenue was made by Council Member Anderson. Council Member Eckland seconded the motion. Ayes: Anderson, Eckland, Ottum, Wischmeier, and Jennings. The motion carried.
- F. Escrow Refund (\$5,827) for 35 Fairhope Avenue – A motion to approve the escrow refund in the amount of \$5,827.00 was made by Council Member Anderson. Council Member Wischmeier seconded the motion. Ayes: Anderson, Eckland, Ottum, Wischmeier, and Jennings. The motion carried.

10. MATTERS FROM THE FLOOR

Susan Fuhr, 20 Lilah Lane, returned to the podium to continue questioning the storage of construction materials near Lilah Lane. She also inquired about the soil removal process and expressed frustration over not receiving responses to her emails on the issue. Mayor Jennings explained that the Council did not yet have answers to her questions, as updates would be provided during the "reports" section later in the meeting. He also reiterated that "matters from the floor" is intended for public comments rather than back-and-forth discussions. This is an opportunity for residents to express their views or bring issues to the Council's attention for consideration and further review. Council is to refrain from speaking during this portion of the meeting. Staff will note any questions and provide a response at a later date.

Fuhr had additional questions regarding a report related to the piles of soils located at City Hall and wanted to know when it would be available to the public. Council confirmed that the report had been received but was awaiting clarification on what could be publicly shared. Council Members assured residents that they are working through the process as efficiently as possible. They acknowledged frustrations and encouraged patience as the project moved forward.

11. REPORTS

City Administrator Holl reported ongoing work with Gerry de la Vega on Parks & Docks, including organizing past grants and closing out a Twins Grant from a couple of years ago. He noted the successful IT transition to Brand Networking and commended staff for a smooth process. He also mentioned attending the LMCD meeting the following day and informed the Council of his schedule, noting he would be off Tuesday and Wednesday next week but working Thursday and Friday, with Monday being a holiday.

Council Member Eckland complimented the detailed financial updates and transparency on bills being paid. Holl noted that he is working towards including regular financial reports, including Budget-to-Actual updates, on a monthly basis.

City Engineer Bradford provided updates on multiple projects:

2024 Street & Utility Construction - Tree removals for the Birch Bluff area are expected to begin next week. This includes not only trees impacted by construction but also numerous dead and dying ash trees within the right-of-way.

Notifications have already been sent to residents. While the contractor initially planned to start this week, the extremely cold weather has delayed work, and activity is now anticipated to begin next week.

MIAC, HUD, and Tribal Coordination - Bradford provided an update on discussions with the Minnesota Indian Affairs Council (MIAC) and tribal representatives regarding soil management at the project site. In the most recent meeting, Bradford presented "massing diagrams," which illustrate how soil could be placed on-site. These diagrams help visualize potential future projects in cemetery areas and estimate the volume of soil that would need to be relocated. The presentation also covered factors such as the height and design of soil mounds. Tribal representatives are now reviewing the information internally and will return for further discussion in a follow-up meeting later this week.

HUD Grant & Environmental Data Submission – Bradford reported he submitted environmental data to HUD, as part of efforts to reinstate grant funding. HUD has responded with some clarifying questions which the City plans to address tomorrow. Bradford expressed optimism that this step will help move the funding process forward.

Council Member Eckland raised a number of questions pertaining to the Manitou Road soils?

City Engineer Bradford provided a response and explanation.

- **Next Steps:** The City must first complete the HUD environmental process. Once authorization is received and the weather conditions are favorable, non-clay soils will be sifted and moved to the repatriation area.
- **Delays:** Sifting stopped previously due to wintry weather. HUD later informed the city that sifting could not continue until a new environmental process was completed. A change in HUD grant officers resulted in a change in process requirements.
- **HUD Environmental Process:** This process includes federal environmental clearance, requiring studies on endangered species, wetlands, cultural analysis, noise, and other factors. The City submitted the required documentation, and HUD responded with clarifying questions, which are now being addressed. Once finalized, HUD will send letters to agencies (SHPO, state archaeologist, tribes, etc.) for formal consultation. A written response of "no significant impact" is required before proceeding.

Clarifications on Soil Piles:

- 2023 Manitou Road Watermain Project Pile (Manitou Park): Requires HUD environmental clearance before sifting can resume. The process involves multiple state and federal agencies.
- 2024 SUIP Project Piles (City Hall): The City is working with MIAC and tribal representatives to determine final placement, size, and restoration plans. No formal written approval has been given for this process, as discussions are ongoing. A meeting is set for next week.
- Repatriation Area Soils Movement: The tribes and City Council have approved moving the soils to the repatriation area. Written confirmation of this approval exists and has been shared with the Council Members.

As additional questions came up, Mayor Jennings stepped in to clarify the misinformation that the sacred soils can still be moved out of the City.

Jennings stated, "I want to read the email for the record."

The email states. *"Thank you for reaching out with your concerns regarding statements about the cemetery soils in Tonka Bay. I was quoted as making the statement that the burial soils could be located in a tribal cemetery outside the city if the residents were unhappy and or unwelcoming of them being located within the city. This is a gross misrepresentation. In actuality, I stated that in some situations and only if the tribal nations deepen appropriate cemetery soils, human remains, and grave goods may be repatriated for reburial. This is not the case for the Tonka Bay mitigation. It was decided amongst the consulting parties that the current proposed location is appropriate, and it is the expectation that reburial occur there."*

Council Member Wischmeier expressed frustration, stating that misinformation and repeated questions had slowed progress on the soils repatriation process. She noted that the repatriation might now have to wait until after spring thaw delaying the proper rest for their ancestors.

Bradford assured the Council that we are likely just a couple of months away and approaching the final stretch.

12. ADJOURNMENT

There being no further business, Council Member Anderson made a motion to adjourn the meeting at 9:08 pm. Council Member Eckland seconded the motion. Ayes: Anderson, Eckland, Ottum, Wischmeier, and Jennings. The motion carried.

Jennings, Mayor

Attest:

Gildemeister, City Clerk

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MINUTES TONKA BAY
CITY COUNCIL WORK SESSION
FEBRUARY 11, 2025

1. CALL TO ORDER

The work session was called to order at 6:02 p.m.

2. ROLL CALL

Members present: Mayor Jennings and Council Members Anderson, Eckland, Ottum, Wischmeier. Also present were City Administrator Holl, City Engineer Bradford and City Planner Johnson.

A motion to approve the agenda was made by Council Member Anderson. Council Member Eckland seconded the motion. Ayes: Anderson, Eckland, Ottum, Wischmeier, and Jennings. The motion carried.

3. DISCUSSION TOPICS

50 Florence Lot Split – The City Planner presented information about a potential lot split of 50 Florence Drive. The owner has asked if the Council would consider allowing a subdivision that would create two nonconforming lots from this larger parcel. The City Council discussed the issue, and the consensus of the City Council was that they are not in favor of allowing substandard lots throughout the city, and if they let one property owner do this, it would set a precedent for others to do the same.

Escrow Process Update - City Administrator Holl introduced a discussion on improving the escrow process. Staff recently reviewed the system and developed a plan to ensure timely reconciliation of escrow funds related to permits, variances, and other applications. At the end of a project, City Planner Johnson will calculate costs, and the City will reconcile the funds. The reconciliation will then be presented to the Council for approval before refunds are issued. Mayor Jennings acknowledged that escrow handling has been a long-standing issue and expressed support for the effort to streamline the process. Holl noted that once the backlog is addressed, reconciliations may be moved to the Consent Agenda for efficiency. Council inquired about oversight, and Holl confirmed that the City tracks escrows, with City Planner Johnson and City Attorney Nason providing project details and summaries. Letters are sent to property owners explaining their refunds and charges.

Council had a brief discussion about adding items to the Work Session agenda. In past practices, a 'Miscellaneous' placeholder is included in the agenda.

Council asked legal counsel whether work sessions should be considered special or regular meetings. Legal counsel explained that if work sessions are adopted as regular meetings and included in the official calendar, additional items can be added. The distinction lies in whether the meeting is classified as special or regular.

ADJOURNMENT

A motion to adjourn the meeting at 6:24 p.m. was made by Council Member Anderson. Council Member Eckland seconded the motion. The motion carried.

Jennings, Mayor

Attest: _____
Gildemeister, City Clerk



City of Tonka Bay

02/20/25 3:28 PM

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Payments

Current Period: February 2025



Payments Batch 022025HennCo \$1,413.86

Refer	7903 HENN CO PUBLIC WORKS	-			
Cash Payment	G 603-20804 Henn Cty Solid Wst Mgm	2025 Jan SWM fee reporting			\$1,413.86
Invoice	2025JanSWM	2/20/2025			
Transaction Date	2/20/2025	US Bank	10100	Total	\$1,413.86

Fund Summary

	10100 US Bank	
603 GARBAGE FUND	\$1,413.86	
	<u>\$1,413.86</u>	

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$1,413.86
Total	\$1,413.86

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**City of Tonka Bay
Payments**

02/20/25 11:36 AM

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Current Period: February 2025

Payments Batch 021925AP

\$10,224.26

<u>Refer 7892 51-5684062-7 XCEL ENERGY</u>						-
Cash Payment	E 601-49440-381	Electric Utilities	51-5684062-7			\$2,537.70
Invoice	913925555	2/6/2025				
Cash Payment	E 601-49440-230	Water Tower Expenses	51-5684062-7			\$14.13
Invoice	913925555	2/6/2025				
Cash Payment	E 602-49490-381	Electric Utilities	51-5684062-7			\$548.23
Invoice	913925555	2/6/2025				
Transaction Date	2/19/2025		US Bank	10100	Total	\$3,100.06
<u>Refer 7893 51-5684058-1 XCEL ENERGY</u>						-
Cash Payment	E 101-45200-220	Repairs/Supplies/Maint	51-5684058-1			\$35.70
Invoice	913360167	2/3/2025				
Transaction Date	2/19/2025		US Bank	10100	Total	\$35.70
<u>Refer 7894 51-5684059-2 XCEL ENERGY</u>						-
Cash Payment	E 617-49863-381	Electric Utilities	51-5684059-2			\$78.54
Invoice	913312162	2/3/2025				
Cash Payment	E 101-43100-381	Electric Utilities	51-5684059-2			\$1,456.71
Invoice	913312162	2/3/2025				
Transaction Date	2/19/2025		US Bank	10100	Total	\$1,535.25
<u>Refer 7895 FLOW MEASUREMENT AND CONT</u>						-
Cash Payment	E 601-49440-220	Repairs/Supplies/Maint	Mag meter			\$452.00
Invoice	Q2400413	2/10/2025				
Cash Payment	E 601-49440-220	Repairs/Supplies/Maint	Turbine meter			\$330.00
Invoice	Q2400413	2/10/2025				
Transaction Date	2/19/2025		US Bank	10100	Total	\$782.00
<u>Refer 7896 GRAYMONT</u>						-
Cash Payment	E 601-49440-216	Water Plant Chemicals	12.13 ton hydrated lime			\$3,924.84
Invoice	14-199240	12/16/2024				
Transaction Date	2/19/2025		US Bank	10100	Total	\$3,924.84
<u>Refer 7897 HAWKINS INC</u>						-
Cash Payment	E 601-49440-216	Water Plant Chemicals	cl2 tank demurrage			\$10.00
Invoice	6985161	2/15/2025				
Transaction Date	2/19/2025		US Bank	10100	Total	\$10.00
<u>Refer 7898 HIGHVIEW PLUMBING</u>						-
Cash Payment	E 601-49440-220	Repairs/Supplies/Maint	Core drill			\$300.00
Invoice	17506	2/17/2025				
Cash Payment	E 601-49440-220	Repairs/Supplies/Maint	Truck and operator			\$200.00
Invoice	17506	2/17/2025				
Transaction Date	2/19/2025		US Bank	10100	Total	\$500.00
<u>Refer 7899 MENARDS EP</u>						-
Cash Payment	E 101-43000-220	Repairs/Supplies/Maint	Repair Parts & Bldg Supplies			\$67.42
Invoice	18959	2/14/2025				
Cash Payment	E 601-49440-220	Repairs/Supplies/Maint	Repair Parts & Bldg Supplies			\$12.99

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**City of Tonka Bay
Payments**

Current Period: February 2025

Transaction Date	2/19/2025	US Bank	10100	Total	\$80.41
Refer	7900 DTS	-			
Cash Payment	E 101-41500-436 Computer Services and	IT Contract - Final payoff			\$186.00
Invoice	288049	2/19/2025			
Transaction Date	2/19/2025	US Bank	10100	Total	\$186.00
Refer	7901 MNGFOA	-			
Cash Payment	E 101-41500-437 Fin Ad-Memb/Conf	Membership renewal 2025-26, A. Britt			\$70.00
Invoice	2390	2/20/2025			
Transaction Date	2/20/2025	US Bank	10100	Total	\$70.00

Fund Summary

	10100 US Bank	
101 GENERAL FUND	\$1,815.83	
601 WATER OPERATING	\$7,781.66	
602 SEWER OPERATING	\$548.23	
617 DOCK FUND	\$78.54	
	<hr/>	
	\$10,224.26	

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$10,224.26
Total	\$10,224.26

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City of Tonka Bay Payments

02/12/25 10:32 AM

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Current Period: February 2025

Payments Batch 021025AP

\$50,669.91

Refer	7799	51-8722572-9 XCEL ENERGY	-		
Cash Payment	E 651-49491-381	Electric Utilities	120 Woodpecker Ridge Rd - Lift Station		\$8.57
Invoice	912472888	1/27/2025			
Cash Payment	E 651-49491-381	Electric Utilities	220 Woodpecker Ridge Rd - Lift Station		\$8.57
Invoice	912472888	1/27/2025			
Transaction Date	2/10/2025	US Bank	10100	Total	\$17.14
Refer	7800	51-5684057-0 XCEL ENERGY	-		
Cash Payment	E 101-41940-380	Utilities	City Offices		\$249.91
Invoice	912347423	1/27/2025			
Transaction Date	2/10/2025	US Bank	10100	Total	\$249.91
Refer	7801	51-5684059-2 XCEL ENERGY	-		
Cash Payment	E 101-43100-381	Electric Utilities	51-5684059-2		\$8.57
Invoice	912339513	1/27/2025			
Transaction Date	2/10/2025	US Bank	10100	Total	\$8.57
Refer	7802	CADY BUILDING MAINTENANCE	-		
Cash Payment	E 101-41940-221	Janitorial	Janitorial Service: FEB 2025		\$510.00
Invoice	4991796	2/1/2025			
Transaction Date	2/10/2025	US Bank	10100	Total	\$510.00
Refer	7803	CENTERPOINT ENERGY	-		
Cash Payment	E 601-49440-383	Heat	Utility Bill 12/19/24 - 01/16/25		\$1,059.30
Invoice	CP013025	1/30/2025			
Cash Payment	E 101-41940-380	Utilities	Utility Bill 12/19/24 - 01/16/25		\$275.84
Invoice	CP013025	1/30/2025			
Transaction Date	2/10/2025	US Bank	10100	Total	\$1,335.14
Refer	7804	CENTURYLINK	-		
Cash Payment	E 101-43000-321	Telephone	Telephone: 02/01/25 - 02/28/25		\$22.00
Invoice	CL -020125	2/1/2025			
Cash Payment	E 601-49440-321	Telephone	Telephone: 02/01/25 - 02/28/25		\$22.00
Invoice	CL -020125	2/1/2025			
Cash Payment	E 602-49490-321	Telephone	Telephone: 02/01/25 - 02/28/25		\$22.00
Invoice	CL -020125	2/1/2025			
Transaction Date	2/10/2025	US Bank	10100	Total	\$66.00
Refer	7805	CORE & MAIN	-		
Cash Payment	E 601-49440-250	Meter Sales	510 radios x12		\$2,351.65
Invoice	W316149	1/21/2025			
Transaction Date	2/10/2025	US Bank	10100	Total	\$2,351.65
Refer	7806	CUSTOM HOSE TECH INC	-		
Cash Payment	E 101-43000-220	Repairs/Supplies/Maint	Female ISO A 3/8 body x2		\$74.32
Invoice	124640	2/7/2025			
Cash Payment	E 101-43000-220	Repairs/Supplies/Maint	Male ISO A 3/8 body x2		\$37.16
Invoice	124640	2/7/2025			
Transaction Date	2/10/2025	US Bank	10100	Total	\$111.48

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City of Tonka Bay
Payments

02/12/25 10:32 AM

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Current Period: February 2025

Refer	7807	GOPHER STATE ONE CALL	-				
Cash Payment	E 601-49440-430	Miscellaneous	January 2025 - Tonka Bay			\$18.22	
Invoice	5010797	1/30/2025					
Cash Payment	E 602-49490-430	Miscellaneous	January 2025 - Tonka Bay			\$18.23	
Invoice	5010797	1/30/2025					
Transaction Date	2/10/2025		US Bank	10100	Total	\$36.45	
Refer	7808	HENN CO INFORMATION TECHNO	-				
Cash Payment	E 101-43000-430	Miscellaneous	Radio Fleet Fee - Jan 2025			\$139.16	
Invoice	1000238965	2/6/2025					
Transaction Date	2/10/2025		US Bank	10100	Total	\$139.16	
Refer	7809	HOLL, CHRISTOPHER	-				
Cash Payment	E 101-41110-201	Council Supplies	Reimbursement - Ipad for K.Ottum			\$236.00	
Invoice	020125	1/28/2025					
Transaction Date	2/10/2025		US Bank	10100	Total	\$236.00	
Refer	7810	LEAGUE OF MINNESOTA CITIES	-				
Cash Payment	E 101-41500-437	Fin Ad-Memb/Conf	2025 MCMA/APMP Conference - CJ Holl			\$425.00	
Invoice	423471	2/10/2025					
Transaction Date	2/10/2025		US Bank	10100	Total	\$425.00	
Refer	7812	MADDENS ON GULL LAKE	-				
Cash Payment	E 101-41500-437	Fin Ad-Memb/Conf	MCMA 2025 Confrnce Lodging- CJ Holl			\$412.32	
Invoice	26415	2/10/2025					
Transaction Date	2/10/2025		US Bank	10100	Total	\$412.32	
Refer	7813	MEDIACOM	-				
Cash Payment	E 101-41500-436	Computer Services and	Internet Service:1/31/25-2/28/25			\$256.95	
Invoice	MC-020125	2/1/2025					
Transaction Date	2/10/2025		US Bank	10100	Total	\$256.95	
Refer	7814	METRO WEST INSPECTIONS	-				
Cash Payment	G 101-20600	PI Rev/Insp Liability	Permit Fees: Jan 2025			\$1,093.04	
Invoice	4452	1/26/2025					
Cash Payment	G 101-20600	PI Rev/Insp Liability	Plan Reveiw: Jan 2025			\$482.31	
Invoice	4452	1/26/2025					
Transaction Date	2/10/2025		US Bank	10100	Total	\$1,575.35	
Refer	7815	LEAGUE OF MINNESOTA CITIES	-				
Cash Payment	E 101-41500-308	Employee Training	2025 Safety & Loss Control Wksp - CJ Holl			\$20.00	
Invoice	423826	2/11/2025					
Transaction Date	2/10/2025		US Bank	10100	Total	\$20.00	
Refer	7816	MN TEAMSTER NO 320	-				
Cash Payment	G 101-21707	Union Dues	Local Union Dues: FEB 2025			\$290.00	
Invoice	MNUD-2025Feb	1/31/2025					
Transaction Date	2/10/2025		US Bank	10100	Total	\$290.00	
Refer	7817	MINNESOTA TOPSOIL	-				
Cash Payment	E 101-45200-220	Repairs/Supplies/Maint	Woodchip Disposal: 5 yrds			\$30.00	
Invoice	3985	1/31/2025					

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**City of Tonka Bay
Payments**

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Current Period: February 2025

Transaction Date	2/10/2025	US Bank	10100	Total	\$30.00
Refer	7818 MINNESOTA TOPSOIL				
Cash Payment	E 101-45200-220	Repairs/Supplies/Maint	Woodchip Disposal: 5 yrds		\$30.00
Invoice	3986	1/31/2025			
Transaction Date	2/10/2025	US Bank	10100	Total	\$30.00
Refer	7819 ST CLOUD STATE UNIVERSITY				
Cash Payment	E 101-41500-437	Fin Ad-Memb/Conf	2025 Annual Conference - J. Gildemeister		\$395.00
Invoice	2025Gildemeiste	2/10/2025			
Transaction Date	2/10/2025	US Bank	10100	Total	\$395.00
Refer	7820 NAVARRE TRUE VALUE				
Cash Payment	E 101-43000-220	Repairs/Supplies/Maint	Supplies - rags		\$11.99
Invoice	349004	1/15/2025			
Cash Payment	E 101-43000-220	Repairs/Supplies/Maint	Supplies - soap		\$6.49
Invoice	349004	1/15/2025			
Cash Payment	E 101-43000-220	Repairs/Supplies/Maint	Supplies - brush		\$10.99
Invoice	349004	1/15/2025			
Transaction Date	2/10/2025	US Bank	10100	Total	\$29.47
Refer	7821 NAVARRE TRUE VALUE				
Cash Payment	E 101-45200-220	Repairs/Supplies/Maint	Supplies - Fence staples		\$8.49
Invoice	349065	1/23/2025			
Transaction Date	2/10/2025	US Bank	10100	Total	\$8.49
Refer	7822 NAVARRE TRUE VALUE				
Cash Payment	E 601-49440-220	Repairs/Supplies/Maint	Supplies - Tabletop heater		\$58.99
Invoice	349048	1/21/2025			
Cash Payment	E 601-49440-220	Repairs/Supplies/Maint	Supplies - Utility heater		\$41.99
Invoice	349048	1/21/2025			
Transaction Date	2/10/2025	US Bank	10100	Total	\$100.98
Refer	7823 REPUBLIC SERVICES				
Cash Payment	E 603-49500-307	Garbage Pickup	JAN 2025 - Residential Garbage Service		\$7,634.21
Invoice	7026016	1/31/2025			
Cash Payment	E 652-49501-316	Contracted Labor	JAN 2025 - Residential Recycling Service		\$4,303.32
Invoice	7026016	1/31/2025			
Cash Payment	E 652-49501-315	Yard Waste Pickup	JAN 2025 - Residential Yardwaste Service		\$4,322.94
Invoice	7026016	1/31/2025			
Transaction Date	2/10/2025	US Bank	10100	Total	\$16,260.47
Refer	7824 SLMPD				
Cash Payment	E 101-42100-311	Police-Miscellaneous	Cameron James Swant		\$75.00
Invoice	SLMPD012325	1/23/2025			
Cash Payment	E 101-42100-311	Police-Miscellaneous	Dustin Bailey Wutschke		\$581.56
Invoice	SLMPD012325	1/23/2025			
Transaction Date	2/10/2025	US Bank	10100	Total	\$656.56
Refer	7825 REPUBLIC SERVICES				
Cash Payment	E 652-49501-319	Organic Recycling	Organic Recycling: FEB 2025		\$277.38
Invoice	6998328	1/25/2025			



City of Tonka Bay

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Current Period: February 2025

Transaction Date	2/10/2025	US Bank	10100	Total	\$277.38
Refer	7826 TONKA BAY MARINA, INC	-			
Cash Payment	E 602-49490-220	Repairs/Supplies/Maint	Gas tank vent & supplies		\$13.69
Invoice	1795	9/24/2024			
Transaction Date	2/10/2025	US Bank	10100	Total	\$13.69
Refer	7827 TOSHIBA	-			
Cash Payment	E 101-41500-220	Repairs/Supplies/Maint	Copier Service & Usage: JAN 2025		\$221.01
Invoice	6483949	2/3/2025			
Transaction Date	2/10/2025	US Bank	10100	Total	\$221.01
Refer	7828 VERIZON WIRELESS	-			
Cash Payment	E 101-43000-321	Telephone	Telephone (12/21/24 - 01/20/25)		\$10.73
Invoice	6104070917	1/20/2025			
Cash Payment	E 601-49440-321	Telephone	Telephone (12/21/24 - 01/20/25)		\$22.40
Invoice	6104070917	1/20/2025			
Cash Payment	E 602-49490-321	Telephone	Telephone (12/21/24 - 01/20/25)		\$22.40
Invoice	6104070917	1/20/2025			
Cash Payment	E 651-49491-321	Telephone	Telephone (12/21/24 - 01/20/25)		\$11.67
Invoice	6104070917	1/20/2025			
Transaction Date	2/10/2025	US Bank	10100	Total	\$67.20
Refer	7829 VESTIS	-			
Cash Payment	E 101-43000-223	Uniforms Safety Shoes	Uniform Cleaning		\$8.36
Invoice	2500594760	1/28/2025			
Cash Payment	E 601-49440-223	Uniforms Safety Shoes	Uniform Cleaning		\$8.37
Invoice	2500594760	1/28/2025			
Cash Payment	E 602-49490-223	Uniforms Safety Shoes	Uniform Cleaning		\$8.37
Invoice	2500594760	1/28/2025			
Cash Payment	E 651-49491-223	Uniforms Safety Shoes	Uniform Cleaning		\$8.36
Invoice	2500594760	1/28/2025			
Transaction Date	2/10/2025	US Bank	10100	Total	\$33.46
Refer	7830 VESTIS	-			
Cash Payment	E 101-41940-220	Repairs/Supplies/Maint	Mat Cleaning: City Hall		\$39.74
Invoice	2500598338	2/4/2025			
Cash Payment	E 601-49440-220	Repairs/Supplies/Maint	Mat Cleaning: Water Plant		\$51.09
Invoice	2500598338	2/4/2025			
Cash Payment	E 101-43000-223	Uniforms Safety Shoes	Uniform Cleaning		\$8.36
Invoice	2500598338	2/4/2025			
Cash Payment	E 601-49440-223	Uniforms Safety Shoes	Uniform Cleaning		\$8.37
Invoice	2500598338	2/4/2025			
Cash Payment	E 602-49490-223	Uniforms Safety Shoes	Uniform Cleaning		\$8.37
Invoice	2500598338	2/4/2025			
Cash Payment	E 651-49491-223	Uniforms Safety Shoes	Uniform Cleaning		\$8.36
Invoice	2500598338	2/4/2025			
Transaction Date	2/10/2025	US Bank	10100	Total	\$124.29
Refer	7831 UTILITY CONSULTANTS INC	-			



**City of Tonka Bay
Payments**

Current Period: February 2025

Cash Payment	E 601-49440-216	Water Plant Chemicals	Bacti tests x2		\$49.48
Invoice	122799		1/27/2025		
Transaction Date	2/10/2025	US Bank	10100	Total	\$49.48
Refer	7832	<u>GOPHER STATE ONE CALL</u>			
Cash Payment	E 602-49490-430	Miscellaneous	2025 Annual Facility Operator Fee		\$25.00
Invoice	5010797b		1/31/2025		
Cash Payment	E 601-49440-430	Miscellaneous	2025 Annual Facility Operator Fee		\$25.00
Invoice	5010797b		1/31/2025		
Transaction Date	2/10/2025	US Bank	10100	Total	\$50.00
Refer	7833	<u>HEALTHPARTNERS</u>			
Cash Payment	G 101-21706	Health/Life/Dental Ins	2025 Mar Dental Insurance 3/1/25-3/31/25		\$417.64
Invoice	728563438048		2/10/2025		
Transaction Date	2/10/2025	US Bank	10100	Total	\$417.64
Refer	7834	<u>CAMPBELL KNUTSON</u>			
Cash Payment	E 101-41600-305	Legal Prosecutions	Prosecution Services: Jan 2025		\$848.72
Invoice	999G23		1/31/2025		
Transaction Date	2/10/2025	US Bank	10100	Total	\$848.72
Refer	7835	<u>MN PEIP</u>			
Cash Payment	G 101-21706	Health/Life/Dental Ins	2025 Health Insurance (3/01/25-3/31/25)		\$4,903.26
Invoice	1490214		2/10/2025		
Transaction Date	2/10/2025	US Bank	10100	Total	\$4,903.26
Refer	7836	<u>METRO COUNCIL ENVIRONMENTA</u>			
Cash Payment	E 602-49490-385	Sewage Disposal	Wastewater Service: MAR 2025		\$17,404.08
Invoice	1183296		2/3/2025		
Transaction Date	2/10/2025	US Bank	10100	Total	\$17,404.08
Refer	7837	<u>QUALITY SIGNS & ENGRAVING</u>			
Cash Payment	E 101-41110-201	Council Supplies	Name plate - CJ Holl		\$20.00
Invoice	45583		1/31/2025		
Transaction Date	2/10/2025	US Bank	10100	Total	\$20.00
Refer	7838	<u>MENARDS EP</u>			
Cash Payment	E 101-45200-220	Repairs/Supplies/Maint	snow fence		\$63.74
Invoice	17415		1/14/2025		
Cash Payment	E 101-45200-220	Repairs/Supplies/Maint	rope		\$23.35
Invoice	17415		1/14/2025		
Cash Payment	E 101-43000-220	Repairs/Supplies/Maint	rope		\$19.98
Invoice	17415		1/14/2025		
Cash Payment	E 101-43000-220	Repairs/Supplies/Maint	electrical tape		\$12.58
Invoice	17415		1/14/2025		
Cash Payment	E 101-43000-220	Repairs/Supplies/Maint	cable ties		\$11.87
Invoice	17415		1/14/2025		
Cash Payment	E 601-49440-220	Repairs/Supplies/Maint	scissors		\$7.99
Invoice	17415		1/14/2025		
Transaction Date	2/10/2025	US Bank	10100	Total	\$139.51
Refer	7839	<u>MENARDS EP</u>			

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City of Tonka Bay
Payments

Current Period: February 2025

Table with 6 columns: Description, Invoice, Transaction Date, Bank, Account, Total. Row 1: Cash Payment E 601-49440-220 Repairs/Supplies/Maint Repair parts & bldg supplies \$548.10. Row 2: Invoice 18591 2/7/2025. Row 3: Transaction Date 2/10/2025 US Bank 10100 Total \$548.10

Fund Summary

Table with 2 columns: Fund Name, Amount. Row 1: 10100 US Bank. Row 2: 101 GENERAL FUND \$12,291.44. Row 3: 601 WATER OPERATING \$4,272.95. Row 4: 602 SEWER OPERATING \$17,522.14. Row 5: 603 GARBAGE FUND \$7,634.21. Row 6: 651 STORM WATER DR \$45.53. Row 7: 652 RECYCLING FUND \$8,903.64. Row 8: \$50,669.91

Summary table with 2 columns: Description, Amount. Row 1: Pre-Written Checks \$0.00. Row 2: Checks to be Generated by the Computer \$50,669.91. Row 3: Total \$50,669.91

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City of Tonka Bay
Payments

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Current Period: February 2025

Payments Batch 021325WSB.0524.AP \$5,761.50

Refer	7842	WSB & ASSOCIATES INC	-			
Cash Payment	E 101-41910-318	Consulting Planner	Planning Svcs: May 2024, 120 Lakeview Ave			\$1,794.50
Invoice	R.024173.000.14	6/28/2024				
Transaction Date	2/13/2025		US Bank	10100	Total	\$1,794.50
Refer	7843	WSB & ASSOCIATES INC	-			
Cash Payment	E 101-41910-318	Consulting Planner	Planning Svcs: May 2024, 55 Mound			\$48.50
Invoice	R.024173.000.15	6/28/2024				
Transaction Date	2/13/2025		US Bank	10100	Total	\$48.50
Refer	7844	WSB & ASSOCIATES INC	-			
Cash Payment	E 101-41910-318	Consulting Planner	General Planning Services: May 2024			\$194.00
Invoice	R.022790.000.10	6/28/2024				
Transaction Date	2/13/2025		US Bank	10100	Total	\$194.00
Refer	7845	WSB & ASSOCIATES INC	-			
Cash Payment	E 101-41910-318	Consulting Planner	General Planning Services: May 2024			\$242.50
Invoice	R.024173.000.13	6/28/2024				
Transaction Date	2/13/2025		US Bank	10100	Total	\$242.50
Refer	7846	WSB & ASSOCIATES INC	-			
Cash Payment	E 101-41900-303	Engineering Fees	General Engineering Services: May 2024			\$1,224.00
Invoice	R.023820.000.5	6/28/2024				
Transaction Date	2/13/2025		US Bank	10100	Total	\$1,224.00
Refer	7847	WSB & ASSOCIATES INC	-			
Cash Payment	E 101-41900-303	Engineering Fees	Predesign Services: May 2024			\$2,258.00
Invoice	R.025474.000.1	6/28/2024			Project 2026A	
Transaction Date	2/13/2025		US Bank	10100	Total	\$2,258.00

Fund Summary

	10100 US Bank	
101 GENERAL FUND	\$5,761.50	
	<u>\$5,761.50</u>	

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$5,761.50
Total	<u>\$5,761.50</u>

WSB Payments

AP = General Planning
and engineering

2023A = Watermain Project

2024A = SWIP Project

2026A = 2026 Project

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City of Tonka Bay
Payments

Current Period: February 2025

Payments Batch 021325WSB.2023A.0524 \$54,271.36

Refer 7848 WSB & ASSOCIATES INC

Cash Payment E 302-49461-303 Engineering Fees Construction Services: May 2024 \$54,271.36

Invoice R.023283.000.12 6/28/2024

Project 2023A

Transaction Date 2/13/2025 US Bank 10100 Total \$54,271.36

Fund Summary

	10100 US Bank
302 2023A GO WATER REVENUE BONDS	\$54,271.36
	<u>\$54,271.36</u>

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$54,271.36
Total	<u>\$54,271.36</u>

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City of Tonka Bay
Payments

Current Period: February 2025

Payments Batch 021325WSB.2024A.0524 \$57,005.60

Refer 7849 WSB & ASSOCIATES INC
Cash Payment E 303-43101-430 Miscellaneous Lift Station #2 Well Replacment: May 2024 \$6,038.50
Invoice R.024908.000.3 6/28/2024 Project 2024A
Transaction Date 2/13/2025 US Bank 10100 Total \$6,038.50

Refer 7850 WSB & ASSOCIATES INC
Cash Payment E 303-43101-318 Consulting Planner General Planning Services May 2024 \$50,967.10
Invoice R.023718.000.9 6/28/2024 Project 2024A
Transaction Date 2/13/2025 US Bank 10100 Total \$50,967.10

Fund Summary

10100 US Bank
303 2024A GO BOND FUND \$57,005.60
\$57,005.60

Table with 2 columns: Description and Amount. Rows include Pre-Written Checks (\$0.00), Checks to be Generated by the Computer (\$57,005.60), and Total (\$57,005.60).

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City of Tonka Bay Payments

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Current Period: February 2025

Payments Batch 021325WSB.0924.AP \$10,348.50

Refer	7851	WSB & ASSOCIATES INC	-			
Cash Payment	E 101-41900-303	Engineering Fees	General Engineering Svcs: Sept 2024			\$2,250.00
Invoice	R.023820.000.9	10/26/2024				
Transaction Date	2/13/2025	US Bank	10100	Total		\$2,250.00
Refer	7852	WSB & ASSOCIATES INC	-			
Cash Payment	E 101-41910-318	Consulting Planner	Applications: Sept 2024			\$285.50
Invoice	R.024173000.22	10/26/2024				
Transaction Date	2/13/2025	US Bank	10100	Total		\$285.50
Refer	7853	WSB & ASSOCIATES INC	-			
Cash Payment	E 101-41910-318	Consulting Planner	Application Review: Sept2024, 24320 Smithtown Rd			\$48.50
Invoice	R.21191.000.115	10/26/2024				
Transaction Date	2/13/2025	US Bank	10100	Total		\$48.50
Refer	7854	WSB & ASSOCIATES INC	-			
Cash Payment	E 101-41910-318	Consulting Planner	Application Review: Sept2024, 190 Sunrise Ave			\$145.50
Invoice	R.21191.000.116	10/26/2024				
Transaction Date	2/13/2025	US Bank	10100	Total		\$145.50
Refer	7855	WSB & ASSOCIATES INC	-			
Cash Payment	E 101-41910-318	Consulting Planner	Application Review: Sept2024, 395 Lakeview Ave			\$97.00
Invoice	R.21191.000-117	10/26/2024				
Transaction Date	2/13/2025	US Bank	10100	Total		\$97.00
Refer	7856	WSB & ASSOCIATES INC	-			
Cash Payment	E 101-41910-318	Consulting Planner	Zoning Ordiance Revision: Sept2024			\$3,589.00
Invoice	R.022790.000.14	10/26/2024				
Transaction Date	2/13/2025	US Bank	10100	Total		\$3,589.00
Refer	7857	WSB & ASSOCIATES INC	-			
Cash Payment	E 101-41910-318	Consulting Planner	Application Review: Sept2024, 55 Mound			\$194.00
Invoice	R.024173.000.23	10/26/2024				
Transaction Date	2/13/2025	US Bank	10100	Total		\$194.00
Refer	7858	WSB & ASSOCIATES INC	-			
Cash Payment	E 101-41910-318	Consulting Planner	Application Review: Sept2024, 55 Pleasant Ave			\$829.00
Invoice	R.024173.000.24	10/26/2024				
Transaction Date	2/13/2025	US Bank	10100	Total		\$829.00
Refer	7863	WSB & ASSOCIATES INC	-			
Cash Payment	E 101-41910-318	Consulting Planner	General Panning Svcs: Sept 2024			\$2,910.00
Invoice	R.024173.000.21	10/26/2024				
Transaction Date	2/13/2025	US Bank	10100	Total		\$2,910.00

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City of Tonka Bay
Payments

Current Period: February 2025

Payments Batch 021325WSB.2023A.0924 \$426.80

Refer 7860 WSB & ASSOCIATES INC

Cash Payment E 302-49461-303 Engineering Fees Engineering Services: Sept 2024 \$426.80

Invoice R.023283.000.16 10/26/2024

Project 2023A

Transaction Date 2/13/2025 US Bank 10100 Total \$426.80

Fund Summary

	10100 US Bank	
302 2023A GO WATER REVENUE BONDS	\$426.80	
		\$426.80

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$426.80
Total	\$426.80

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City of Tonka Bay
Payments

Current Period: February 2025

Payments Batch 021325WSB.2024A.0924 \$123,314.66

Refer 7861 WSB & ASSOCIATES INC

Cash Payment E 303-43101-303 Engineering Fees Engineering Services: Sept 2024 \$123,314.66

Invoice R.023718.000.13 10/26/2024

Project 2024A

Transaction Date 2/13/2025 US Bank 10100 Total \$123,314.66

Fund Summary

	10100 US Bank	
303 2024A GO BOND FUND	\$123,314.66	
	<hr/>	\$123,314.66

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$123,314.66
Total	<hr/> \$123,314.66

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City of Tonka Bay
Payments

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Current Period: February 2025

Payments Batch 021325WSB.2026A.0924 \$631.50

Refer 7859 WSB & ASSOCIATES INC

Cash Payment E 101-41910-318 Consulting Planner 2026A Predesign Services: Sept2024 \$631.50

Invoice R.025474.000.5 10/26/2024

Project 2026A

Transaction Date 2/13/2025 US Bank 10100 Total \$631.50

Fund Summary

	10100 US Bank	
101 GENERAL FUND	\$631.50	
	<hr/>	\$631.50

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$631.50
Total	<hr/> \$631.50

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**City of Tonka Bay
Payments**

Current Period: February 2025

Payments Batch 021325WSB.1024.AP \$8,903.25

Refer	7862	WSB & ASSOCIATES INC	-		
Cash Payment	E 101-41900-303	Engineering Fees	General Engineering Svcs: Oct 2024	\$1,002.00	
Invoice R.023820.000.10		11/18/2024			
Transaction Date	2/13/2025	US Bank	10100	Total	\$1,002.00
Refer	7864	WSB & ASSOCIATES INC	-		
Cash Payment	E 101-41910-318	Consulting Planner	General Planning Svcs: Oct 2024	\$2,540.00	
Invoice R.024173.000.25		11/18/2024			
Transaction Date	2/13/2025	US Bank	10100	Total	\$2,540.00
Refer	7865	WSB & ASSOCIATES INC	-		
Cash Payment	E 101-41910-318	Consulting Planner	General Planning Svcs: Oct 2024	\$1,002.00	
Invoice R.024173.000.26		11/18/2024			
Transaction Date	2/13/2025	US Bank	10100	Total	\$1,002.00
Refer	7866	WSB & ASSOCIATES INC	-		
Cash Payment	E 101-41910-318	Consulting Planner	Application Review: Oct2024, 55 Pleasant Ave	\$2,725.00	
Invoice R.024173.000.27		11/18/2024			
Transaction Date	2/13/2025	US Bank	10100	Total	\$2,725.00
Refer	7867	WSB & ASSOCIATES INC	-		
Cash Payment	E 101-41900-303	Engineering Fees	MS4 Services: Oct 2024	\$414.00	
Invoice R.013408.000.29		11/18/2024			
Transaction Date	2/13/2025	US Bank	10100	Total	\$414.00
Refer	7868	WSB & ASSOCIATES INC	-		
Cash Payment	E 101-41910-318	Consulting Planner	Application Review: Oct2024, 395 Lakeview Ave	\$48.50	
Invoice R.21191.000.118		11/18/2024			
Transaction Date	2/13/2025	US Bank	10100	Total	\$48.50
Refer	7869	WSB & ASSOCIATES INC	-		
Cash Payment	E 101-41910-318	Consulting Planner	Zoning Ordinance Revision: Oct 2024	\$1,171.75	
Invoice R.022790.000.15		11/18/2024			
Transaction Date	2/13/2025	US Bank	10100	Total	\$1,171.75

Fund Summary

	10100 US Bank	
101 GENERAL FUND		\$8,903.25
		\$8,903.25

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$8,903.25
Total	\$8,903.25

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City of Tonka Bay
Payments

Current Period: February 2025

Payments Batch 021325WSB.2024A.1024 \$91,789.33

Refer 7871 WSB & ASSOCIATES INC

Cash Payment E 303-43101-318 Consulting Planner - General Consulting & Planning: Oct 2024 \$91,789.33

Invoice R.023718.000.14 11/18/2024 Project 2024A

Transaction Date 2/13/2025 US Bank 10100 Total \$91,789.33

Fund Summary

	10100 US Bank
303 2024A GO BOND FUND	\$91,789.33
	<hr/>
	\$91,789.33

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$91,789.33
Total	<hr/>
	\$91,789.33

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City of Tonka Bay
Payments

Current Period: February 2025

Payments Batch 021325WSB.2026A.1024 \$1,062.00

Refer 7870 WSB & ASSOCIATES INC

Cash Payment E 101-41900-303 Engineering Fees 2026A Predesign Services: Oct 2024 \$1,062.00

Invoice R.025474.000.6 11/18/2024 Project 2026A

Transaction Date 2/13/2025 US Bank 10100 Total \$1,062.00

Fund Summary

	10100 US Bank	
101 GENERAL FUND	\$1,062.00	
	<hr/>	
	\$1,062.00	

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$1,062.00
Total	<hr/> \$1,062.00

JF



**City of Tonka Bay
Payments**

Current Period: February 2025

Payments Batch 021325WSB.1124.AP \$7,556.50

Refer	7872	WSB & ASSOCIATES INC	-		
Cash Payment	E 101-41910-318	Consulting Planner	Application Review: Nov2024, 95 Birch Bluff Rd		\$48.50
Invoice	R.21191.000.119	1/8/2025			
Transaction Date	2/13/2025	US Bank	10100	Total	\$48.50
Refer	7873	WSB & ASSOCIATES INC	-		
Cash Payment	E 101-41910-318	Consulting Planner	Zoning Ordinance Revisions: Nov 2024		\$97.00
Invoice	R.022790.000.16	1/8/2025			
Transaction Date	2/13/2025	US Bank	10100	Total	\$97.00
Refer	7874	WSB & ASSOCIATES INC	-		
Cash Payment	E 101-41910-318	Consulting Planner	General Planning Svcs: Nov 2024		\$4,011.50
Invoice	R.024173.000.28	1/8/2025			
Transaction Date	2/13/2025	US Bank	10100	Total	\$4,011.50
Refer	7875	WSB & ASSOCIATES INC	-		
Cash Payment	E 101-41900-303	Engineering Fees	General Engineering Svcs: Nov 2024		\$931.50
Invoice	R.023820.000.11	1/8/2025			
Transaction Date	2/13/2025	US Bank	10100	Total	\$931.50
Refer	7876	WSB & ASSOCIATES INC	-		
Cash Payment	E 101-41910-318	Consulting Planner	Applications: Nov 2024		\$334.00
Invoice	R.024173.000.29	1/8/2025			
Transaction Date	2/13/2025	US Bank	10100	Total	\$334.00
Refer	7877	WSB & ASSOCIATES INC	-		
Cash Payment	E 101-41910-318	Consulting Planner	Application Review: Nov2024, 55 Pleasant Ave		\$1,940.00
Invoice	R.024173.000.30	1/8/2025			
Transaction Date	2/13/2025	US Bank	10100	Total	\$1,940.00
Refer	7878	WSB & ASSOCIATES INC	-		
Cash Payment	E 101-41910-318	Consulting Planner	Application Review: Nov2024, 4330 Manitou Rd		\$194.00
Invoice	R.024173.000.31	1/8/2025			
Transaction Date	2/13/2025	US Bank	10100	Total	\$194.00

Fund Summary

	10100 US Bank	
101 GENERAL FUND		\$7,556.50
		<u>\$7,556.50</u>

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$7,556.50
Total	\$7,556.50



**City of Tonka Bay
Payments**

Current Period: February 2025

Payments Batch 021325WSB.2024A.1124 \$38,457.75

Refer	7880	WSB & ASSOCIATES INC	-		
Cash Payment	E 303-43101-303	Engineering Fees	Engineering Services: Nov 2024		\$37,858.50
Invoice	R.023718.000.15	1/8/2025		Project 2024A	
Transaction Date	2/13/2025		US Bank	10100	Total \$37,858.50
Refer	7881	WSB & ASSOCIATES INC	-		
Cash Payment	E 303-43101-430	Miscellaneous	Wedgewood Drive Delineation: Nov2024		\$599.25
Invoice	R.027035.000.2	1/8/2025		Project 2024A	
Transaction Date	2/13/2025		US Bank	10100	Total \$599.25

Fund Summary

	10100 US Bank	
303 2024A GO BOND FUND	\$38,457.75	
	<u> </u>	\$38,457.75

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$38,457.75
Total	<u>\$38,457.75</u>



City of Tonka Bay Payments

02/18/25 1:05 PM
Page 1

Current Period: February 2025

Payments Batch 021325WSB.2026A.1124 \$6,118.00

Refer 7879 WSB & ASSOCIATES INC

Cash Payment E 101-41910-318 Consulting Planner 2026A Predesign Services: Nov 2024 \$6,118.00

Invoice R.025474.000.7 1/8/2025 Project 2026A

Transaction Date 2/13/2025 US Bank 10100 **Total** \$6,118.00

Fund Summary

	10100 US Bank	
101 GENERAL FUND		\$6,118.00
		<u>\$6,118.00</u>

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$6,118.00
Total	<u>\$6,118.00</u>

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**City of Tonka Bay
Payments**

02/18/25 1:14 PM

Page 1

Current Period: February 2025

Payments Batch 021325WSB.1224.AP \$6,244.00

Refer	7882	WSB & ASSOCIATES INC	-		
Cash Payment	E 101-41900-303	Engineering Fees	MS4 Services: Dec 2024		\$1,023.00
Invoice	R.013408.000.30	1/16/2025			
Transaction Date	2/13/2025	US Bank	10100	Total	\$1,023.00
Refer	7883	WSB & ASSOCIATES INC	-		
Cash Payment	E 101-41910-318	Consulting Planner	Applicarion Review: Dec2024, 20 Old Orchard		\$48.50
Invoice	R.21191.000.120	1/16/2025			
Transaction Date	2/13/2025	US Bank	10100	Total	\$48.50
Refer	7884	WSB & ASSOCIATES INC	-		
Cash Payment	E 101-41910-318	Consulting Planner	Zoning Ordinance Revisions: Dec 2024		\$970.00
Invoice	R.022790.000.17	1/16/2025			
Transaction Date	2/13/2025	US Bank	10100	Total	\$970.00
Refer	7885	WSB & ASSOCIATES INC	-		
Cash Payment	E 101-41900-303	Engineering Fees	General Engineering Svcs: Dec 2024		\$1,857.50
Invoice	R.023823.000.12	1/16/2025			
Transaction Date	2/13/2025	US Bank	10100	Total	\$1,857.50
Refer	7886	WSB & ASSOCIATES INC	-		
Cash Payment	E 101-41910-318	Consulting Planner	General Planning Svcs: Dec 2024		\$2,108.00
Invoice	R.024173.000.32	1/16/2025			
Transaction Date	2/13/2025	US Bank	10100	Total	\$2,108.00
Refer	7887	WSB & ASSOCIATES INC	-		
Cash Payment	E 101-41910-318	Consulting Planner	Applications: Dec 2024		\$237.00
Invoice	R.024173.000.33	1/16/2025			
Transaction Date	2/13/2025	US Bank	10100	Total	\$237.00

Fund Summary

	10100 US Bank	
101 GENERAL FUND	\$6,244.00	
	<u>\$6,244.00</u>	

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$6,244.00
Total	\$6,244.00



City of Tonka Bay
Payments

02/18/25 1:18 PM

Page 1

Current Period: February 2025

Payments Batch 021325WSB.2024A.1224 \$12,612.50

Refer 7889 *WSB & ASSOCIATES INC*

Cash Payment E 303-43101-530 Streets Wedgewood Drive Delineation: Dec 2024 \$36.75

Invoice R.027035.000.3 1/16/2025 Project 2024A

Transaction Date 2/13/2025 US Bank 10100 **Total** \$36.75

Refer 7890 *WSB & ASSOCIATES INC*

Cash Payment E 303-43101-303 Engineering Fees General Engineering Svcs: Dec 2024 \$12,575.75

Invoice R.023718.000.16 1/16/2025 Project 2024A

Transaction Date 2/13/2025 US Bank 10100 **Total** \$12,575.75

Fund Summary

	10100 US Bank	
303 2024A GO BOND FUND	\$12,612.50	
	<u>\$12,612.50</u>	

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$12,612.50
Total	<u>\$12,612.50</u>

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City of Tonka Bay
Payments

02/18/25 1:06 PM

Page 1

Current Period: February 2025



Payments Batch 021325WSB.2026A.1224 \$3,667.75

Refer 7888 WSB & ASSOCIATES INC

Cash Payment E 101-41900-303 Engineering Fees 2026A Predesign Services: Dec 2024 \$3,667.75

Invoice R.025474.000.8 1/16/2025 Project 2026A

Transaction Date 2/13/2025 US Bank 10100 Total \$3,667.75

Fund Summary

101 GENERAL FUND 10100 US Bank \$3,667.75 \$3,667.75

Table with 2 columns: Description and Amount. Rows include Pre-Written Checks (\$0.00), Checks to be Generated by the Computer (\$3,667.75), and Total (\$3,667.75).

Handwritten mark resembling the number 35

HENNEPIN COUNTY
MINNESOTA

Memo

To: City Clerks

From: Joshua Hoogland, SAMA, Hennepin County Assessor *JH*

Date: 2/14/2025

Hennepin County 2025 Open Book Meetings

Open book meetings are an important aspect of transparency in the assessment of real property. We find it important to share the steps we have taken to provide excellent customer service to the taxpayers of Hennepin County.

Open Book meetings

The Hennepin County Assessor's office will host 5 in person locations throughout the county and a virtual meeting session for taxpayers to discuss their assessments. Taxpayers located in a city that has an open book can attend any of the meetings, depending on what works best for them.

The available meeting dates, times and locations will be provided to taxpayers when they receive their property's valuation notice mailed in the coming weeks. The valuation notice will be accompanied by an insert providing additional information and instructions to assist taxpayers with understanding each of their appeal options. If a taxpayer would like to take part in the virtual meeting, they will need access to a computer or smart phone, call in advance to schedule a meeting time, then a Microsoft Teams meeting link will be provided for the appropriate date and time. Appraisers in our office will provide flexibility and additional date and time options to taxpayers to conduct the virtual, face-to-face meeting how and when they would prefer. Below are the locations, dates, and times of the meetings this year.

Location	Date	Time
Richfield City Hall	April 14th	4 pm-7 pm
Plymouth City Hall	April 16th	8 am - 7 pm
Rogers Community Center	April 17th	4 pm-7 pm
Virtual	April 22nd	8 am-7 pm
Mound Centennial Building	April 23rd	4 pm-7 pm
Crystal Community Center	April 24th	8 am-7 pm

It is important to note that taxpayers may call their assessor at any time after receiving their valuation notice up until the County Board of Appeal and Equalization (CBAE) deadline for appointments on May 21, 2025. Each valuation notice mailed includes a phone number that will put taxpayers in touch with the appropriate appraiser or assessor for their jurisdiction. Often, the taxpayers' questions are answered or concerns resolved during the phone conversation.

We request your help in circulating communication of these meetings to ensure awareness. This may include updates on the city's website, social media, mailings, newspaper advertisements, electronic list serves, etc.

Hennepin County Assessor value review process

Appraisers in our office will continue to answer value calls from taxpayers and respond quickly to questions and concerns. We will conduct in person valuation and classification reviews and collaborate with property owners to assist in the review process by asking them to provide documentation related to their property, such as, inspection reports and appraisals. We will also use all tools available to us including, aerial imagery, GIS technology, street view photography, sales listing information, new construction permit information, etc.

Thank you for your consideration and collaboration.

Contact

County Assessor
 Joshua Hoogland
 (612) 348-8853
joshua.hoogland@hennepin.us

Assistant County Assessor
 Melissa Potter
 (612) 998-5380
melissa.potter@hennepin.us

Enc: Valuation notice insert

How to appeal your value and classification

If the property information on your valuation notice is not correct, you disagree with the values, or have other questions about this notice, you may appeal.

Start with your assessor

Often issues can be resolved by reaching out directly to your assessor. Their number is listed on the valuation notice.

Do you still have concerns? Attend a local meeting

If your issues weren't resolved by talking to your assessor, you can either attend a local board of appeal and equalization meeting or continue having an "open book" conversation with assessing staff. Each city chooses which meeting format they prefer (the front of your valuation notice will tell you which option your city has chosen).

Local board of appeal and equalization meetings

Property owners may appear in front of the local board of appeal and equalization to dispute their valuation or classification. The date and time of the meeting is located on your valuation notice.

Open book meetings

During an open book meeting, property owners can address questions about their property valuation and classification directly with assessing staff. If your city has opted for an open book meeting, the in-person meeting will be held at one of five locations. Choose the location that best fits your schedule.

Monday, April 14, 4 to 7 p.m. — Richfield City Hall, 6700 Portland Ave S, Richfield, MN

Wednesday, April 16, 8 a.m. to 7 p.m. — Plymouth City Hall, 3400 Plymouth Blvd, Plymouth, MN

Thursday, April 17, 4 to 7 p.m. — Rogers Community Room, 21201 Memorial Dr, Rogers, MN

Wednesday, April 23, 4 to 7 p.m. — Mound Centennial Building, 5341 Maywood Rd, Mound, MN

Thursday, April 24, 8 a.m. to 7 p.m. — Crystal Community Center, 4800 Douglas Dr N, Crystal, MN

If you prefer a virtual meeting, please call the number on the valuation notice to schedule a virtual appointment with an appraiser in advance of the following meeting date:

Tuesday, April 22, 8 a.m. to 7 p.m.

If you still need help, attend the county meeting

If after attending your local meeting you are still not satisfied, you can attend the county board of appeal and equalization meeting. If your city offers a local board of appeal and equalization meeting, you must attend that meeting before attending the county board of appeal and equalization. This requirement does not apply if your city holds an open book meeting.

Questions

Please call the number on the front of your valuation notice.

33

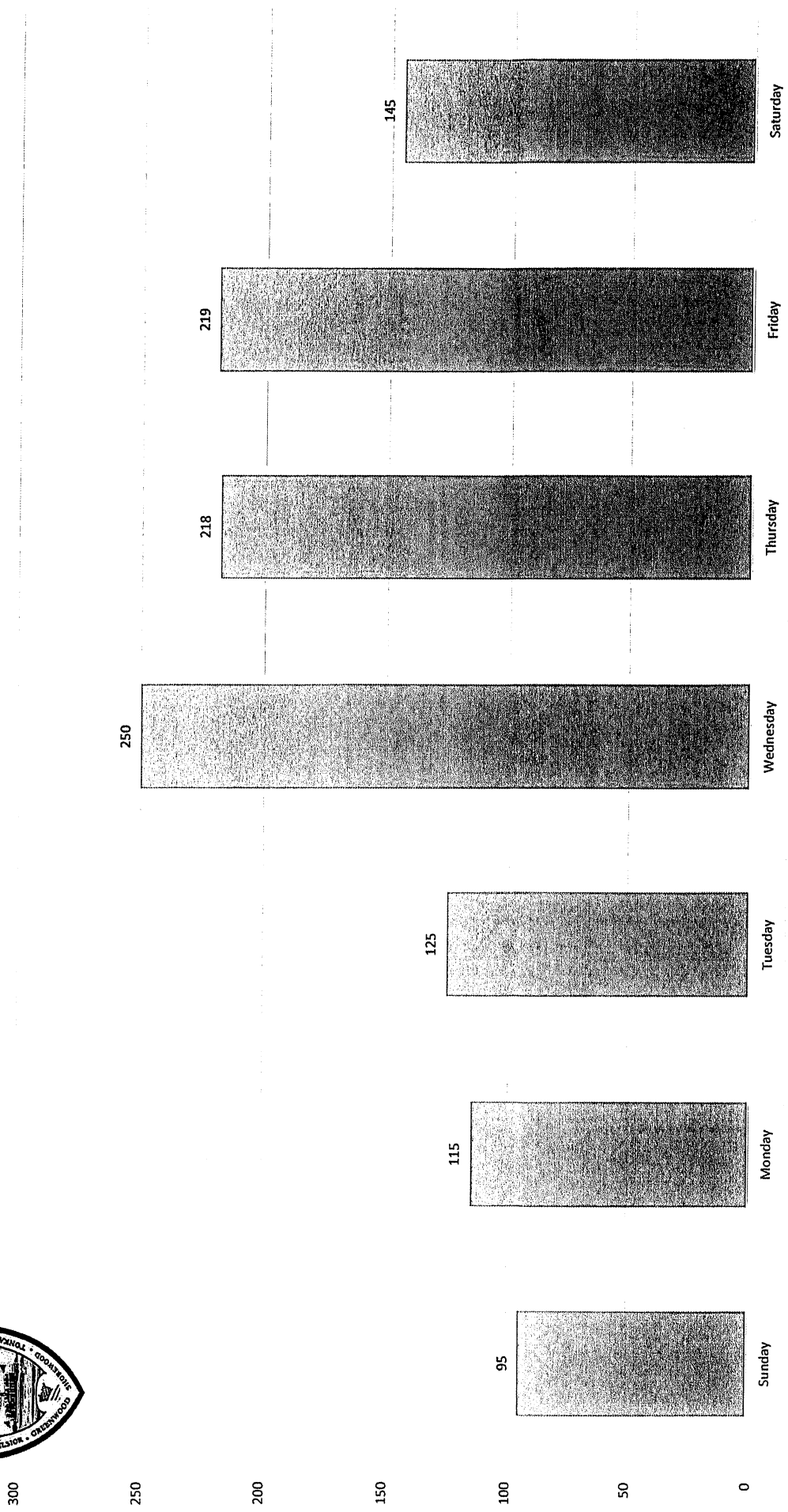


Hennepin County Assessor's Office
300 S. Sixth Street, MC 213, Minneapolis

hennepin.us/assessment



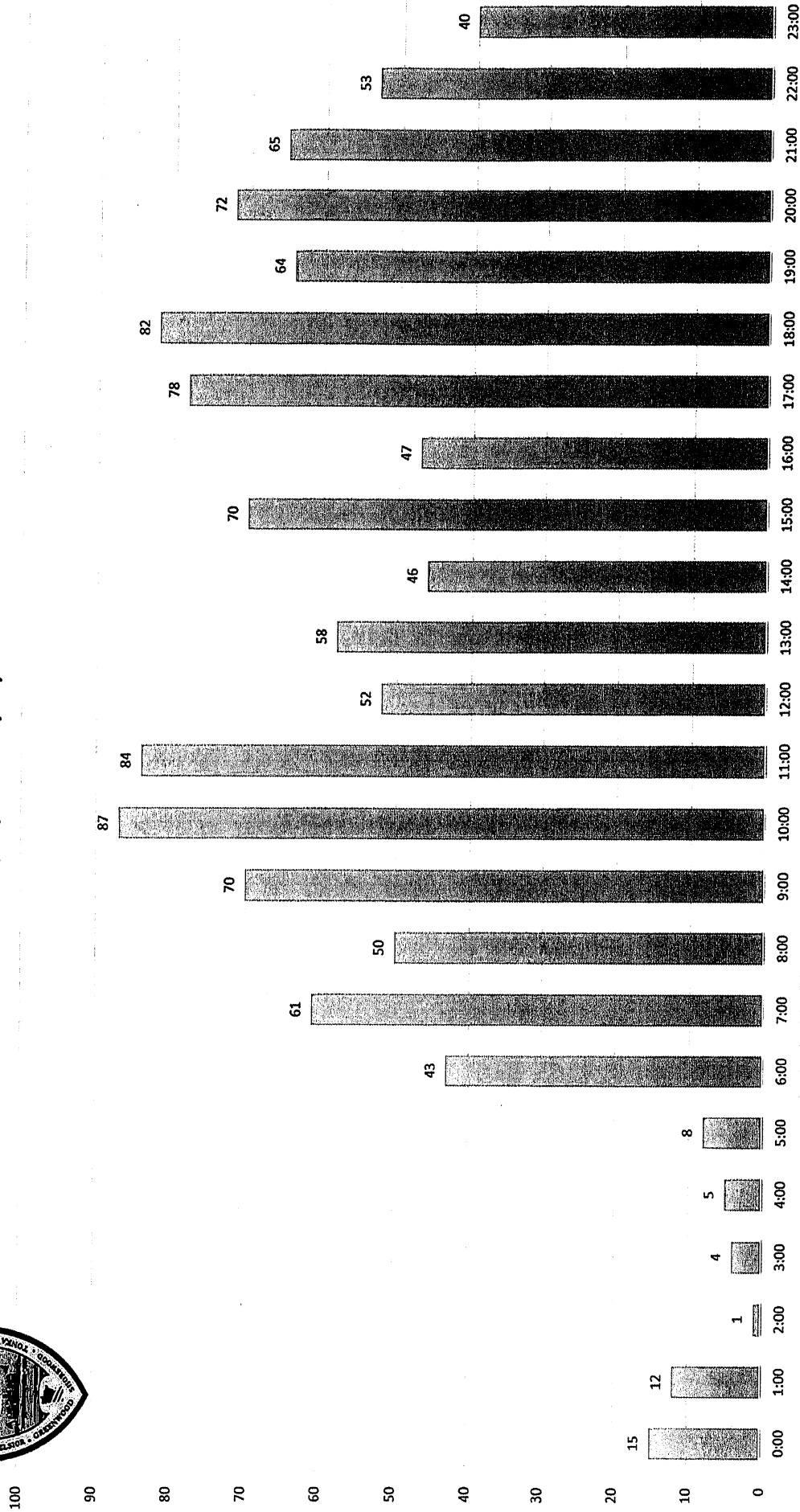
Calls for Service Day of Week - Excelsior, Greenwood, Shorewood, Tonka Bay 01/01/2025-01/31/2025



49



Calls for Service Hourly by City - Excelsior, Greenwood, Shorewood, Tonka Bay 01/01/2025-01/31/2025





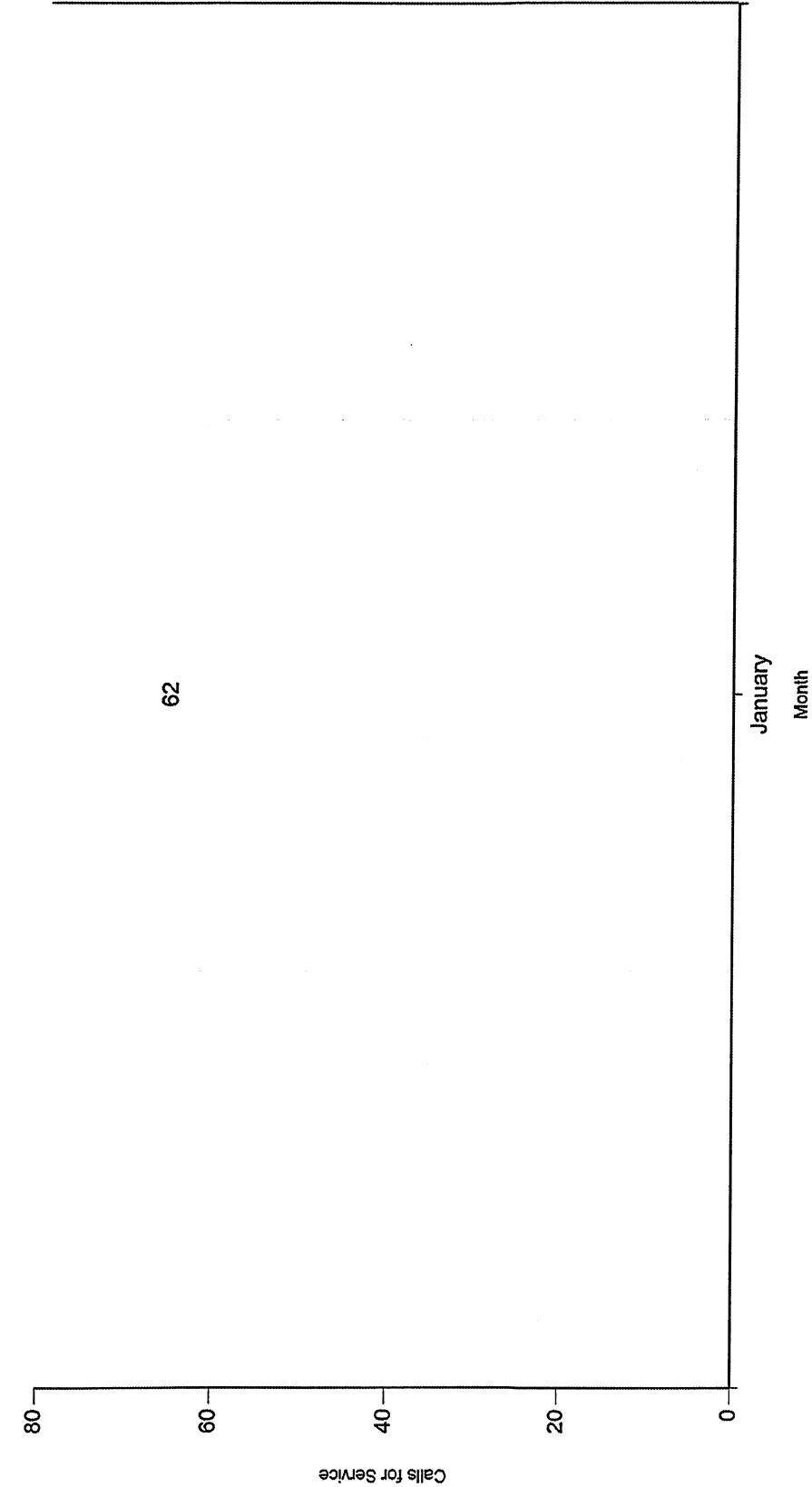
Calls for Service Monthly by City

Date Range: 1/1/2025 to 1/31/2025

Tonka Bay

Total Calls: 62

Total Calls in Cities: 62





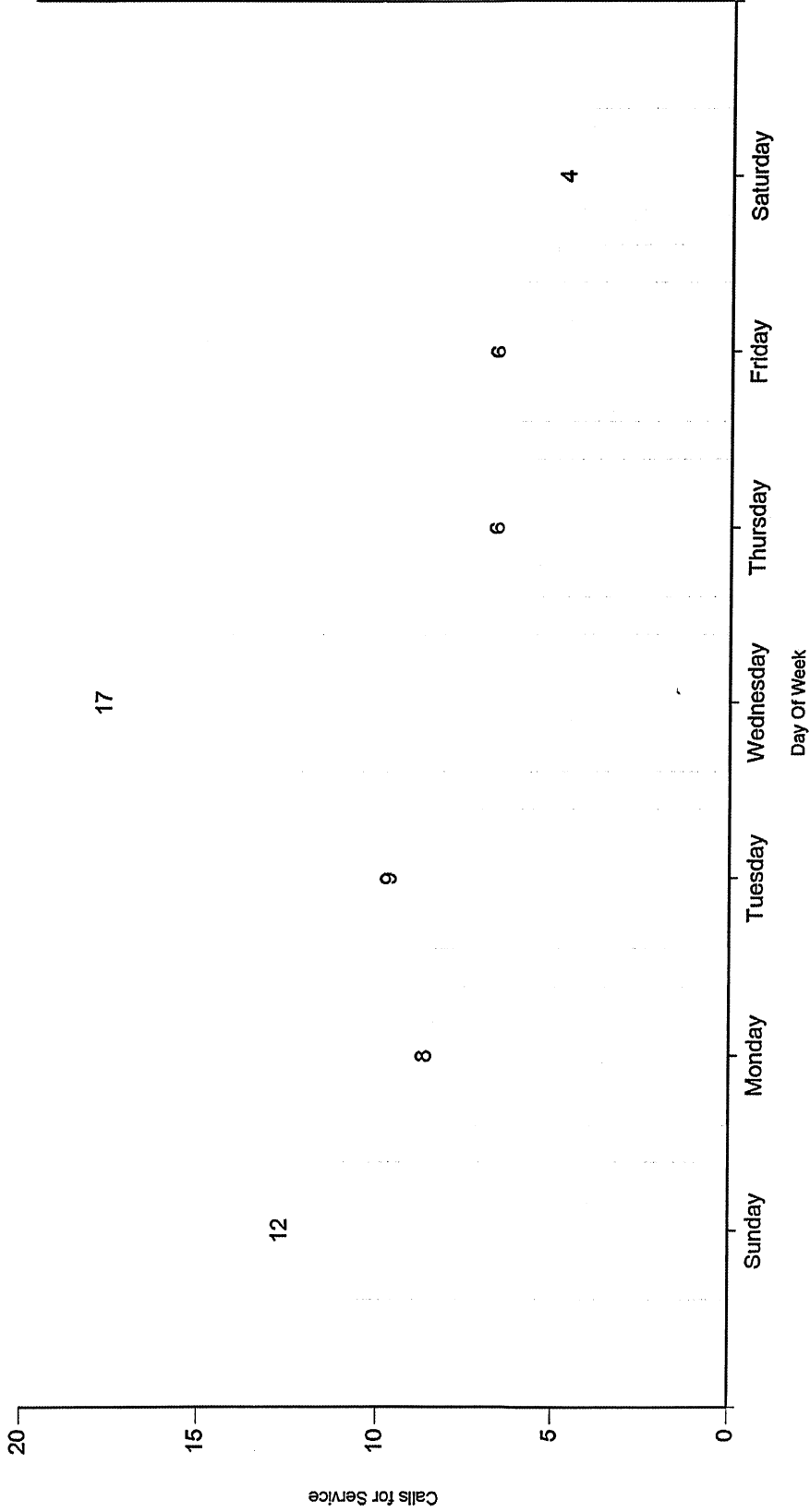
Calls for Service Day of Week by City

Date Range: 1/1/2025 to 1/31/2025

Tonka Bay

Total Calls: 62

Total Calls in Cities: 62





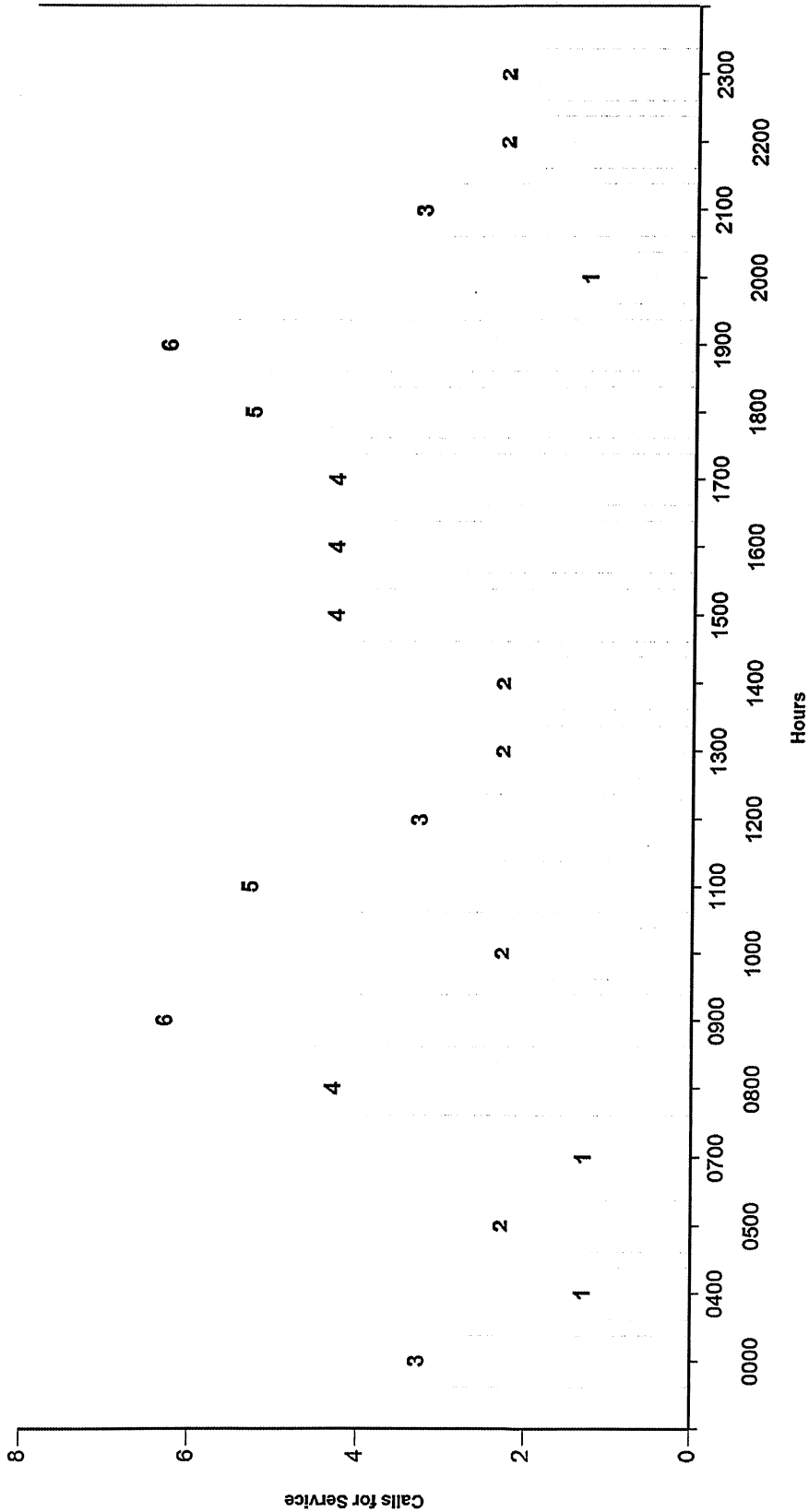
Calls for Service Hourly by City

1/1/2025 to 1/31/2025

Tonka Bay

Total Calls: 63

Total Calls in Cities: 62



43



Crimes by UCR Code - Multiple Cities

Date Range: 01/01/2025 to 01/31/2025

Agency: South Lake Minnetonka Police Department

44

Code/Crime	Tonka Bay	All Cities
Part I Violent Crimes		
1 Homicide	0	0
2 Rape	0	0
3 Robbery	0	0
4 Aggravated Assault	0	0
Total Part I Violent Crimes	0	0
Part I Property Crimes		
5 Burglary	0	0
6 Larceny / Theft	0	4
7 Automobile Theft	0	0
8 Arson	0	0
Total Part I Property Crimes	0	4
Part II Crimes		
9 Assault	0	3
10 Forgery / Counterfeiting	0	0
11 Fraud	1	2
12 Embezzlement	0	0
13 Possess Stolen Property	0	0
14 Vandalism	0	0
15 Weapons	0	0
16 Prostitution	0	0
17 Criminal Sexual Conduct	0	0
18 Narcotics	0	0
19 Gambling	0	0
20 Family / Children	0	0
21 DUI	0	6
22 Liquor Violations	0	0
24 Disorderly Conduct	0	0
25 Vagrancy	0	0
26 All Other Offenses	0	0
Total Part II Crimes	1	11
Total Crimes	1	15



9000 Codes By City

Tonka Bay

Date Range: 1/1/2025 to 1/31/2025

45

Moc Code	Code Description	2025		Code Total
		Jan	Year Total	
9014C	Speeding - Citation	2	2	2
9014V	Speeding - Verbal Warning	8	8	8
9017V	Unsafe/improper Lane Use - Verbal Warning	10	10	10
9048V	Fail to Dim/Lights Off/In Rain - Verbal Warning	2	2	2
9079V	Expired Tabs/Registration - Verbal Warning	5	5	5
9200	OTHER NON-MOVING VIOL	1	1	1
9220C	DAS/DAR/DAC - Citation	1	1	1
9252C	No Plate/Platelight/Obstruct - Citation	1	1	1
9420	PIMV	1	1	1
9440	PDMV	2	2	2
9610	FIRE ALARM	1	1	1
9730	OTHER MEDICAL	4	4	4
9737	WELFARE CHECK - ADULT	1	1	1
9801	VERBAL DOMESTIC	2	2	2



9000 Codes By City

Tonka Bay

Date Range: 1/1/2025 to 1/31/2025

Moc Code	Code Description	2025		Code Total
		Jan	Year Total	
9806	DISTURBANCE/FIGHT/LOUD	1	1	1
9810	PARTY/HARASSMENT	4	4	4
9811	SUSPICION	1	1	1
9829	OPEN DOOR/WINDOW	1	1	1
9832	PARKING COMPL	1	1	1
9832	RECORD CHECKS	1	1	1
9860	ANIMAL COMPLAINT/CHECK	3	3	3
9878	MOTORIST ASSIST/STALL	1	1	1
9879	UTILITY PROBLEM	1	1	1
9882	BUSINESS ALARM	2	2	2
9883	CO2 ALARM	1	1	1
9884	HOME ALARM	2	2	2
9900	ASSIST OTHER DEPT	2	2	2
9906	TRAFFIC CONTROL / DIRECT ENFORCEMENT	1	1	1
9932	GENERAL PATROL TIME	1	1	1
Grand Total			63	63

IT Relocation Project

Quote	Estimate	Comments
Security & Sound Co.	\$ 9,594	Recommended by J.Brand, 2-3 days, PW install conduit.
Security & Sound Co.	\$ 1,000	Estimate conduit/painting by Security & Sound. Verbal Est.
Brand Marketing	\$ 600	IT Setup and Relocation (1 day). Verbal quote.
Holton Electric	\$ 730	Electrical for runs and outlets.
	\$ 11,924	

* Potential Funding Source: CIP Fund (Buildings & Equipment)

* Quote includes IT data racks, surge protection etc. See quote



721 Industrial Blvd, Suite C2
 Watertown, MN 55388

Estimate

Date	Estimate #
1/22/2025	14033

Name / Address
CITY OF TONKA BAY 4901 Manitou Bay Tonka Bay, MN 55331

Rep	Project

Description	Qty	Cost	Total
DATA WIRING AND TERMINATIONS ROUGH ESTIMATE - ESTIMATE AFTER WALK THRU - TIME AND MATERIALS PREFERRED (because of unknowns) - CONDUIT - INSTALLED AND PAINTED BY CLIENT - 115v 20 AMP POWER - INSTALLED BY CLIENT LABOR AND SERVICE TRIP - 2 TECH'S w/phil - 2 TO 3 DAY PROJECT (with Jimmy Brand) - SCOPE OF WORK: - RE-ROUTE DATA WIRING TO THE LOWER LEVEL - MAIN D-MARK RACK TERMINATIONS - TERMINATIONS AT THE DATA ENDPOINTS - INSTALLATION OF A NEW DATA SYS RACK - INSTALLATION OF EQUIPMENT IN THE DATA SYSTEMS RACK - INSTALLATION OF LOCAL COMPUTER DATA POINTS	1	5,950.00	5,950.00

Subtotal
Sales Tax (6.875%)
Total

Phone #	Fax #	E-mail	Web Site
(952) 955-5075		mail@securityandsoundco.com	www.securityandsoundco.com

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721 Industrial Blvd, Suite C2
 Watertown, MN 55388

Estimate

Date	Estimate #
1/22/2025	14033

Name / Address
CITY OF TONKA BAY 4901 Manitou Bay Tonka Bay, MN 55331

Description	Qty	Cost	Total	Rep	Project
MID-ATLANTIC 15u DEEP WALL DATA RACK - LOCKING GLASS DOOR	1	595.00	595.00		
MID-ATLANTIC RACK SHELF - 2u	3	49.00	147.00		
5/8 PAINTED WALL BOARD - BACKER INSTALLED	1	125.00	125.00		
FURMAN 8SP 120v POWER SURGE / CONDITIONER	1	188.00	188.00		
APC 1500 RACK MOUNT UPS POWER - BACK-UP	1	994.00	994.00		
CAT6e PLENUM DATA WIRING AND TERMINATION PKG.	1	590.00	590.00		
LEV 48 PORT PATCH PANEL - CAT6e	1	245.00	245.00		
KEYSTONE INSERT PKG - 40 CNT	40	6.50	260.00		
PATCH CABLE PKG. - RACK	1	175.00	175.00		
WIRE MNGT. / RACK DRESSING KIT	1	210.00	210.00		
PLATING AND INSERT PKG. - 10 CNT	10	11.50	115.00		
Subtotal			\$9,594.00		
Sales Tax (6.875%)			\$0.00		
Total			\$9,594.00		

Phone #	Fax #	E-mail	Web Site
(952) 955-5075		mail@securityandsoundco.com	www.securityandsoundco.com

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Ted LaFrance <tlafrance@holtonelectric.com>

To ● Todd Schallberg

Cc ● Holton Electric Contractors

📧 You forwarded this message on 1/30/2025 7:13 AM.

Hi Todd,

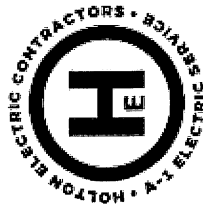
Thanks for the chat this morning! Please see the below based on Rick's recent review:

- Pull MC from mechanical room
- Run across men's room in ceiling, through women's, drop through ceiling in break room
- Install dedicated 20A outlet in wall in break room

ESTIMATED COST: \$730

Thank you, Todd!

Ted



Ted LaFrance
Holton Electric
Contractors 651.769.4110
A-1 Electric Services 952.442.5332

tlafrance@holtonelectric.com



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Administrator's Report February 20, 2025

Zoning Ordinance Updates: We will have a council work session on 2/26 to discuss the first of proposed changes to the zoning ordinance. It needs quite a few updates as has not been done in a long time. Lori, our City Planner, will walk us through the ordinance. It will take several meetings.

Parks & Docks Commission: Parks and Docks will meet Monday 2/24 and have items on the agenda including Manitou Park playground quotes and grant review, Capital Improvement Plan review for this and upcoming years and considering an applicant to join the P&D Commission.

Escrow Refunds: We sent out the first escrow refunds using our new process. Expect another couple to come in the next meeting or two for approval.

Finance Items: We are looking at potential gap financing for the HUD 2023A project. We don't know when that may come thru to us – there are many unknowns with freezes and simply completing the required items for disbursement. However, we have to be ready should the city need to enlist temporary financing. Have gotten feedback from our bond counsel and financial advisor as to possible options. Much news to follow as we know more.

Annie and I are working on process improvements for AP/claims and budget/financial reports.

Received quote for services from Abdo. Will be looking at what resources we may need to assist us. Also, Stuart Bonniwell, our auditor, said he will likely be able to do our audit at the end of March. We will likely need to request an extension from OSA. Not unusual – many/most request that deadline for the end of October/

DTS/Brand IT transition: Transition is fully complete. The last of the licensing and backup services have moved to Brand Marketing.

IT Relocation: Will have quotes before the council at this upcoming meeting. Goal would be to relocate IT infrastructure to the basement, consolidate to appropriate and secure storage. It will take some electrical, cabling rerouting, conduit and carpentry work, but should be considered to avoid future problems.

Website Redesign: Janell is working with Catalis on upgrading our website. She is getting close to having a Beta site for review. It will have much better functionality for staff and citizens. It will allow connection with social media, citizen communication (text & email) and more intuitive design features. News to follow as it gets ready to launch.

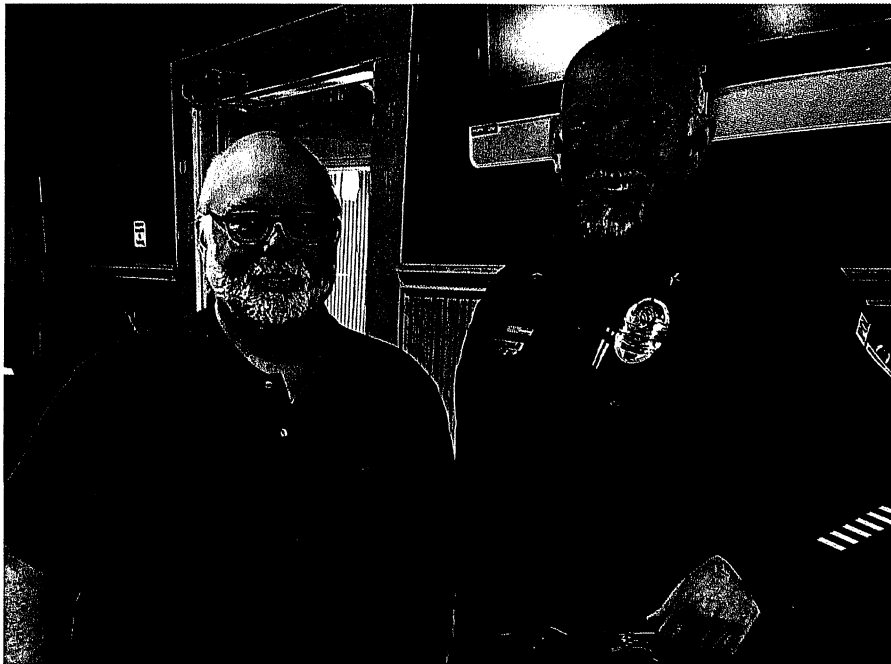
Media Comm Upgrade: Will be meeting with Media Comm about a potential franchisee agreement they are requesting. More information to follow as I know more.

Safe Assure/OSHA Review: We had a review of OSHA standards and several items were identified as needs. Some simple items such as signage and other items that will be longer term process improvements. Todd & Public Works will evaluate. We definitely want to be up to speed on OSHGA requirements.

Reminder: Engine 11 Push In Ceremony is Thursday, Feb 27 at 5:30pm to celebrate and christen the new Fire Department truck. All are welcome to attend.

Thank You: to Lori/WSB our City Planner for all her help as we reorganized our escrow refund process and took the lead on code enforcement. She is in the office on Tuesday afternoons and has been a wealth of knowledge and help. Thank you!

Meetings: Mayor Jennings/agenda review, Dan Tolsma/budget and other items, LMCD meeting, Drug Task Force Recognition event, LMC Municipal Fee seminar, Lori/City Planner.



Attended the Regional Drug Task Force Recognition event with Chief Tholen of the South Lake Minnetonka PD. They really have made an impact on our area and was great to hear of all their accomplishments.

Go Team Tonka Bay!

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