



**AMENDED AGENDA OF THE REGULAR
MEETING OF THE CITY COUNCIL**

**CITY OF BIRCHWOOD VILLAGE
WASHINGTON COUNTY, MINNESOTA
May 13th, 2025
6:45 P.M.**

NOTE: Due to Open Meeting Law restrictions, the City Council may be discussing agenda items for the first time. Your patience and understanding is appreciated during this process.

MISSION STATEMENT

The Birchwood Village City Council is dedicated to enhancing the quality of life for all residents by fostering a safe, inclusive, and thriving community. We are committed to responsible governance and transparent decision-making. Through collaboration with residents, businesses, and local organizations, we strive to improve public services and infrastructure while preserving the unique character of our city. Our goal is to make Birchwood Village a better place to live and grow for generations to come.

MEMBERS

Jennifer Arsenault, Mayor
Bridget Sperl, City Council
Kathy Weier, City Council
Ryan Eisele, City Council
Ryan Hankins, City Council

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF CITY COUNCIL AGENDA

OPEN PUBLIC FORUM – Matters presented in the Open Forum are limited to five (5) minutes. The Council will not debate issues but may direct Staff to provide information. Any matter that requires additional time or consideration by the Council may be tabled until a future meeting.

PRESENTATIONS –

1. Washington County Conservation District – Tighe Schmitz Park presentation (Lori Tella)
2. Lake Links Fund presentation (Mary Cahill)
3. Fire Department Presentation – 2024 Activity Summary (Chief Greg Peterson)
4. Discussion regarding key Metrics (Bridget Sperl)

CONSENT AGENDA –

1. Approval of April 08, 2025 Regular Council Meeting minutes.
2. Approval of April 2025 Treasurer's Report and Expenditures.
3. Approval of Agreement with Northeast Youth and Family Services (NYFS).

STAFF REPORTS –

1. City Administrator - Scott Hildebrand
 - a. Discussion regarding Council expectations and Duties.
2. City Engineer – Marcus Johnson
 - a. Update and Discussion regarding Wildwood Lift Station Reconstruction.
 - b. Update and Discussion regarding 425 Lake Avenue Variance – Impervious Surfaces.
 - c. Discussion and Possible Approval of 2025 Street Project.

CITY BUSINESS-ACTION ITEMS –

1. Discussion and Possible Approval of Resolution 2025-44 – Establishing a Task Force to Evaluate the Replacement of Waer Mains.
2. Discussion and Possible Approval of request to repair hydrant at 1 Birch Street.
3. Discussion and Possible Approval of request to plant ground cover on the South Side of City Hall.
4. Discussion and Possible Approval of request to donate to the White Bear Fireworks Fund.
5. Approval of Resolution 2025-42 – Discontinuing the use of Blank Gunfire at July 4th Celebration.
6. Approval of Resolution 2025-43 – Adopting Design Standards for Benches in Public Spaces.
7. Discussion regarding maintenance repairs to 725 Birchwood Avenue. (Eisele)
8. Second Reading and Possible Approval of Ordinance revising Animals Fee Schedule and Ordinance revising 605 Animals in the City Code. (Hankins)

CITY COUNCIL UPDATES -

ANNOUNCEMENTS/ UPCOMING EVENTS -

ADJOURNMENT



MEMORANDUM

TO: Birchwood Village Parks Committee, City Council of Birchwood Village

FROM: Lori Tella, Landscape Restoration Specialist, Washington Conservation District

DATE: 5/06/25

RE: Tighe Schmitz Park Water Quality Improvement Projects

In July of 2024 the WCD presented the Tighe Schmitz Stormwater Project Overview to the Birchwood City Council. The city provided a letter of support and approved pursuing funding for 3-5 stormwater projects in the Tighe Schmitz park area. The goals of these practices are to reduce flooding, repair and replace existing infrastructure, and add new stormwater treatment to improve water quality of White Bear Lake and Hall's Marsh. The project summaries, cost estimates, and locations can be found in the 2017 The SE White Bear Lake Stormwater Retrofit Analysis.

In fall of 2024 the Local Watershed Based Implementation Funding (WBIF) grant was approved for \$70,000 towards the project. In 2024, the WCD secured an additional \$10,000 through the Habitat Enhancement Landscape Program to help expand the project and enhance the woodland areas. The Rice Creek Watershed District has also confirmed that there are many potential projects will qualify for their Water Quality or Mini grant program (between \$500- \$7,500).

The updated proposed timeline:

- Secure Preliminary City of Birchwood Approvals
 1. The city is aware of the project and approves WCD encumbering the \$70,000 WBIF grant award on behalf of Birchwood Village for stormwater projects. The city will be the contractor and will manage the project. The WCD will provide grant administration, design and technical assistance. The city's time will qualify as the 10% match, currently approved for \$7,500 of in-kind time (city engineer).
 2. The city approves the WCD encumbering the \$10,000 HELP grant award on behalf of Birchwood Village for habitat improvements along the border of the park.
 3. The city approves the Parks Committee to seek a Rice Creek Watershed District award on behalf of Birchwood Village for stormwater and landscape improvements based on the community feedback.
 4. The city is aware of and willing to confirm commitment to maintain 3-5 BMPS. An estimate for maintenance will be developed prior to entering into contracts. Preliminary annual maintenance costs for all the bmps would be ~\$2,500
- Outreach Event at TS park from 10-12 on May 31, 2025
- Final Designs based on public feedback
- City and Parks Committee Review/ Contracts
- Send project to Bid (City) Aug 2025
- Construction Fall 2025 – Fall 2026.
- Grant Close out and reimbursement 2026

GRANT SUMMARIES:

Grant: Watershed Based Implementation Funding (WBIF) by the Board of Soil and Water Resources

Applicant: Washington Conservation District [on behalf of Birchwood Village]

Project: Tighe-Schmitz Park WQ Improvement Projects

Description: This project will implement 3-5 bmp practices including biofiltration basins and swales that have direct connection to White Bear Lake and Halls Marsh. They have been ranked and identified in the SE White Bear Lake SW Retrofit analysis.

Resource Concern: Hall's Marsh and White Bear Lake.

Award Request: \$75,000 (\$70,000 for implementation)

Match: \$7,500 (Birchwood Village, engineer project management)

Status: Application submitted and approved. Waiting on BWSR for final paperwork, followed by review and signed contract by the city and encumbrance by the WCD.

Grant: Habitat Enhancement Landscape Pilot (HELP), through the Board of Soil and Water Resources

Applicant: Washington Conservation District [on behalf of Birchwood Village]

Project: Tighe-Schmitz Park Habitat Enhancement

Description: This project will implement restoration and native trees, shrubs and seeding in the Forested Wetland on the edges of the park and additional areas as determined by the community. These funds can be used towards enhancement of Hall's Marsh or nearby Shorelines.

Resource Concern: Hall's Marsh and White Bear Lake.

Award Request: \$10,000 (\$10,000 for implementation)

Match: 10% - \$2,000 provided by in kind volunteers or RCWD grant

Status: Application submitted and approved. Waiting on final design and quotes following Community meeting. Project will need to be signed contract by the city and encumbrance by the WCD.

Grant: Water Quality Grant, through the Rice Creek Watershed District

Applicant: City of Birchwood Village / Parks Committee

Project: Tighe-Schmitz Park Landscape Improvement Projects

Award Opportunity: Between \$500- \$10,000 for native planting, habitat, education, and stormwater projects.

Match: 50-25% - provided by state grants, or in-kind

Status: Seeking approval to apply. Projects will build on proposed projects above and provide signage.

Match:

The total amount this city will be responsible for is in-kind to help manage the project. Currently allocated to the city engineer for construction administration (\$7,500). The most important piece for the city to be aware that this is a reimbursable grant. Meaning funds are awarded on the completion of the project. As part of the grant award contract, the city will need to sign a maintenance agreement confirming their commitment to maintain the landscape and stormwater basins for the next 10 years. Preliminary estimates are \$500 per bmp per year, based on the WCD maintenance staff typical routes. cost estimates are \$500 per basin per year for basic mulching, weeding, and annual debris removal. If all 5 bmps were installed, there would be an estimated \$2,500 annual commitment by the city for maintenance. The natural restoration areas will require annual mowing, establishment period watering. Moving forward, management of natural areas should be less than current maintenance for lawn.

Legend

FOUND MONUMENT 1.2" IP	●	BOLLARD	○
SET 1.2" IRON PIPE	○	FLAC POLE	○
MARKED RLS NO. XXXX	○	MAILBOX	MB
CABLE TV PEDISTAL	TV	TRAFFIC SIGN	U
AIR CONDITIONER	AC	UNKNOWN MANHOLE	U
ELECTRIC MANHOLE	E	SOIL BORING	○
ELECTRIC METER	EP	SPOT ELEVATION	○
ELECTRIC PEDestal	EP	TRAFFIC SIGNAL	○
ELECTRIC TRANSFORMER	ET	CONFEROUS TREE	○
LIGHT POLE	○	DECIDUOUS TREE	○
CUT WIRE	○	FLARED END SECTION	○
POWER POLE	○	STORM MANHOLE	○
GAS MANHOLE	○	FIRE DEPT. CONNECTION	○
TELEPHONE MANHOLE	○	HYDRANT	○
TELEPHONE PEDISTAL	○	CURB STOP	○
SANITARY CLEANOUT	○	WATER WELL	○
SANITARY MANHOLE	○	WATER METER	○
CATCH BASIN	○	WATER VALVE	○
STORM DRAIN	○	POST INDICATOR VALVE	○
SANITARY SEWER	—	PROPOSED	—
STORM SEWER	—		—
DRAIN TILE	—		—
WATERMAIN	—		—
WETLAND	—		—
WOODLAND LOCE	—		—
RETAINING WALL	—		—
FENCE	—		—
PROPERTY LINE	—		—
CONSTRUCTION LIMITS	—		—
CURB (TYPICAL)	—		—
CONTOURS	—		—
CULVERT	—		—
EROSION CONTROL LOG	—		—
SILT FENCE	—		—
BUILDING LINE	—		—

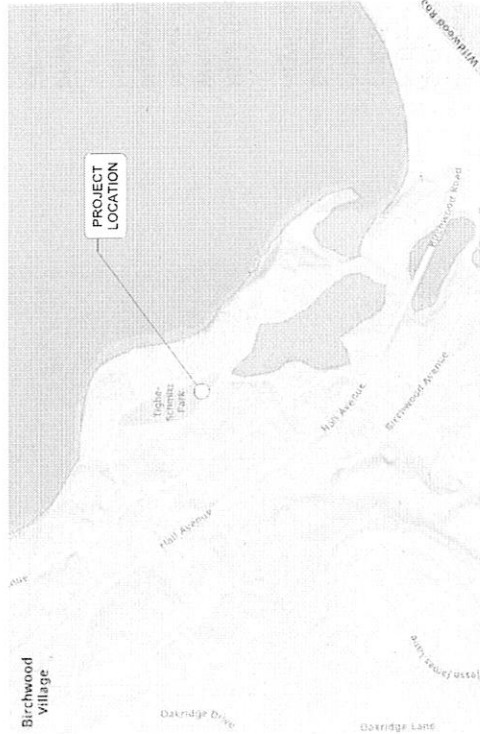
WATERSHED DISTRICT PARTNER



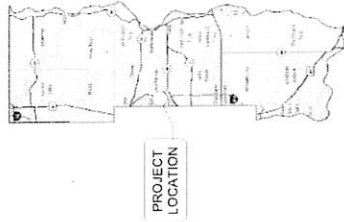
4322 Pleasant Ridge Drive, Suite 811 • Blaine, MN 55149
 (763) 598-0070
 www.rcwd.net

Tighe-Schmitz Park Stormwater Management Project

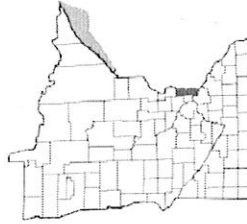
BIRCHWOOD VILLAGE, WASHINGTON COUNTY, MN



CONTEXT MAP



PROJECT LOCATION



PRELIMINARY

IT IS THE LAW THAT ANYONE EXCAVATING AT ANY SITE MUST NOTIFY Gopher State One Call (GSOC) SO THAT UNDERGROUND ELECTRIC, NATURAL GAS, TELEPHONE OR OTHER UTILITIES CAN BE LOCATED AND MARKED. PROPERTY BEFORE ANY DIGGING BEGINS. A 4-HOUR NOTICE, NOT INCLUDING WEEKENDS, IS REQUIRED. CALLS CAN BE MADE TO GSOC AT 1-800-252-1186 OR (651) 454-4002, MONDAY THROUGH FRIDAY (EXCEPT HOLIDAYS) FROM 7 A.M. TO 3 P.M.



THE 2020 EDITION OF THE MNDOT "STANDARDS AND SPECIFICATIONS FOR CONSTRUCTION" SHALL GOVERN EXCEPT AS MODIFIED BY THE SPECIFICATIONS FOR THIS PROJECT.

ALL TRAFFIC CONTROL DEVICES SHALL CONFORM TO THE LATEST EDITION OF THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, INCLUDING THE LATEST FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS.

Washington Conservation District
 455 Hayward Ave. N.
 Oakdale, MN 55128
 (651) 332-8220
 www.washingtonconservation.org

Project Name: **410 Lake Avenue, Birchwood, MN**
 Project Manager: **Lon Tella**
 Project Status: **Washington Conservation District**

I HEREBY CERTIFY THAT THE PLAN, SPECIFICATIONS, AND CALCULATIONS WERE PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

Project Title: **Tighe-Schmitz Park Stormwater Management Project**
 Project No.: **58219**
 Concept Date: **Reg. No.**

Project Title: **Cover Sheet**
 PLAN CREATED FOR: **City of Birchwood Village**

REVISION DATE: _____
 REVISION: _____
 REVISION: _____
 REVISION: _____

Original Sheet Size: **11x17**
 Date: **5/06/25**
COVER
 1 of 6

Project Overview Tighe-Schmitz Park Stormwater Management Project Date: 5/06/25 L1.0 of 6		Loan Title Date: 5/6/25 Reg. No. 56219 Concept I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.		Project Overview Date: 5/06/25 L1.0 of 6	
Project Overview Date: 5/06/25 L1.0 of 6		Project Overview Date: 5/06/25 L1.0 of 6		Project Overview Date: 5/06/25 L1.0 of 6	

PROJECT DESCRIPTION:

Tighe - Schmitz Park is located south of White Bear Lake on Lake Avenue in Birchwood Village. The park is in the Clear Water Lake subbasin and is connected to Hall's Marsh, which is identified as a core habitat, and drains into White Bear Lake. The proposed enhancements would work to benefit the ecological health of the area, treat runoff before leaving the site, and create a beautiful space for the public to enjoy. Other project opportunities include picnic areas and a community garden on the 5 acre property.

Recommended Best Management Practices:

WBIF Grant- Project Options

- A. Shoreline and Swale Enhancement Zone
- B. Western Swale
- C. Filtration Basin
- D. Filtration Basin or Pretreatment Structure
- E. Native Meadow Planting
- F: Rain Garden and Riser
- G: Rain Garden and Riser
- H: Woodland Rain Gardens: (New Drain Pipe)

HELP Grant- Habitat Enhancement Options

- Woodland Restoration ~ 1 AC
- Native Meadow Planting- 2,000 SF
- Native Meadow Planting ~ 5,000 SF
- Hall's Marsh Restoration ~ 1 AC

RCWD Grant

Education, General Water Quality and Habitat Improvement and other Community Projects

PRELIMINARY



1

Project Overview

Scale: 1" = 100'-0"

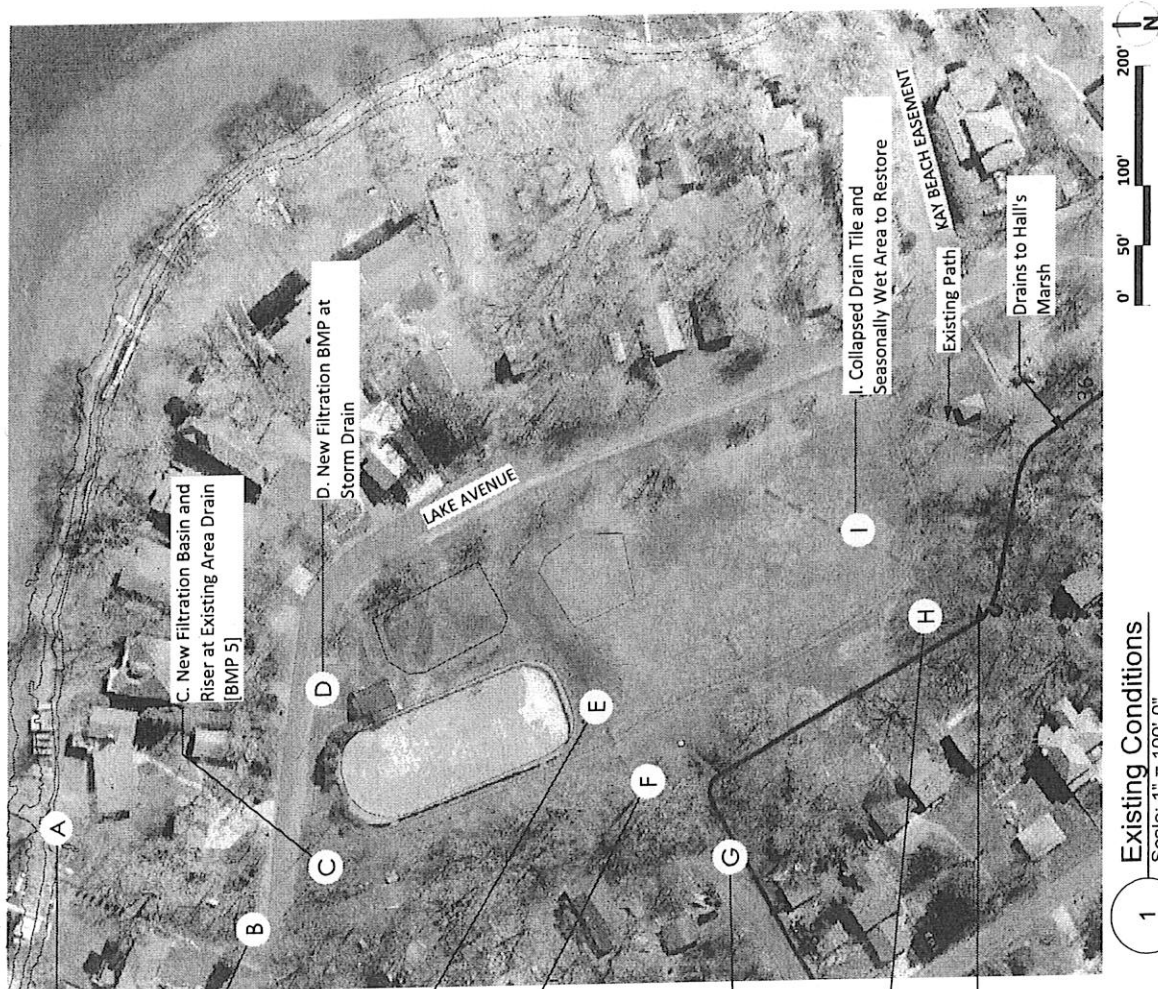
0' 50' 100' 200'

N

1

Existing Conditions

Scale: 1" = 100'-0"



Recommended Best Management Practices:

AREA A

Shoreline and Swale Enhancement Zone:

AREA B

Western Swale

AREA C

Filtration Basin

AREA D

Filtration Basin or Pretreatment Structure

AREA E

Native Meadow Planting, Improve Drainage

AREA F

Rain Garden and Riser around existing structure

AREA G

Rain Garden and Riser or Bioswale

AREA H

New Drain Pipe

Woodland Rain Gardens

AREA I

Native Meadow Planting

Additional Recommendations:

Replace Woodframe Pipe Junction

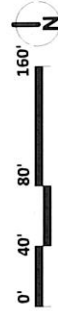
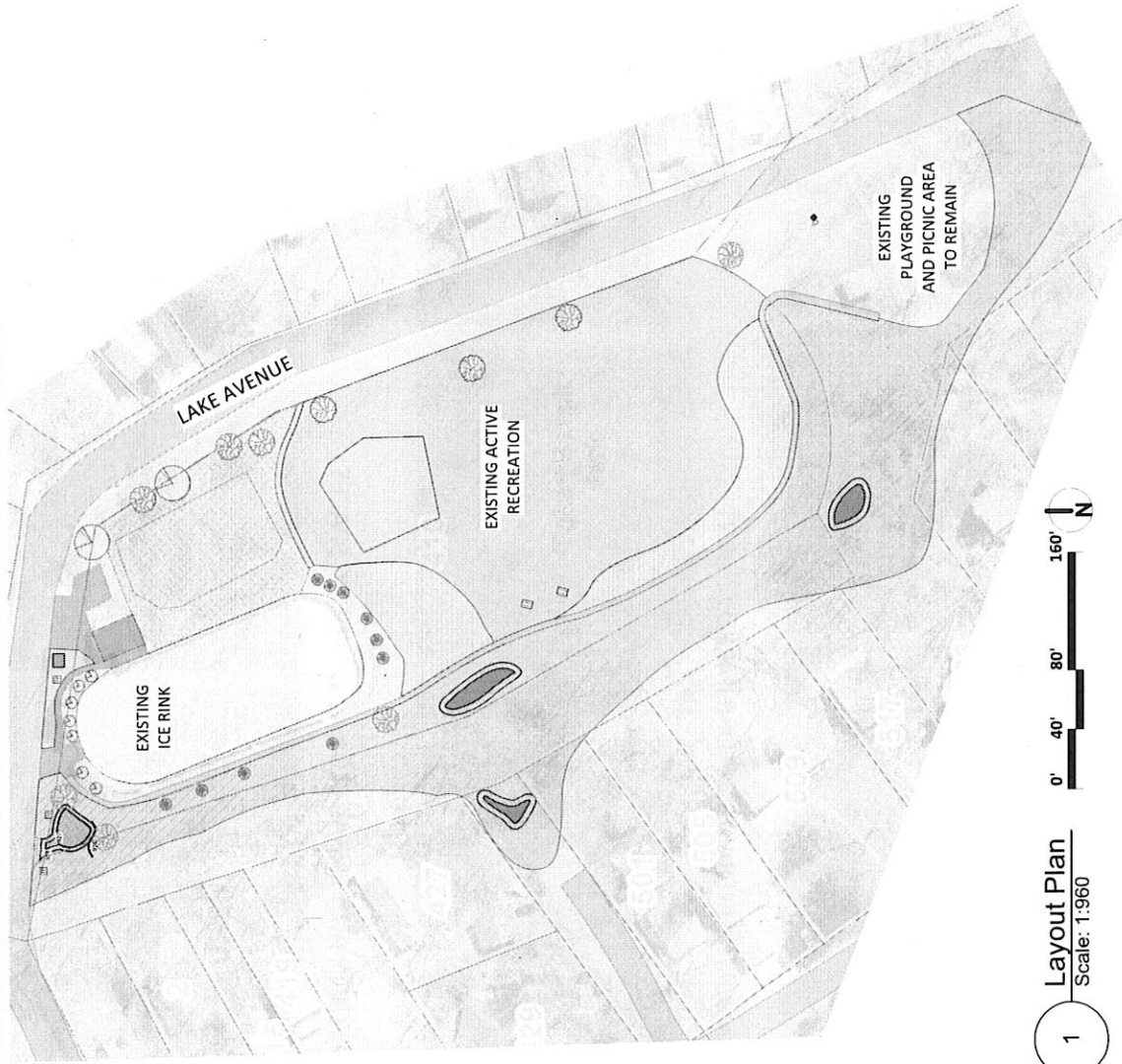
Habitat Enhancement

Woodland/ Wetland Restoration

PRELIMINARY



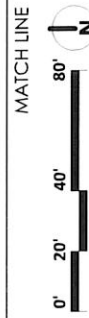
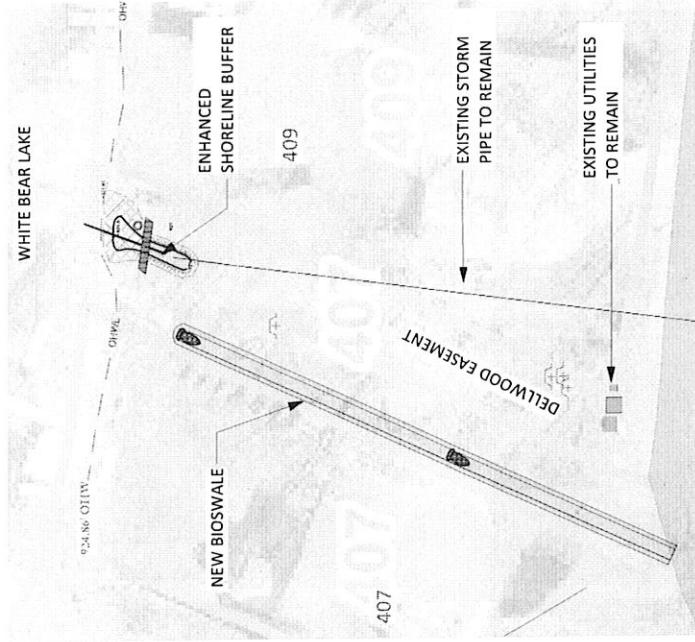
MATCH LINE



1 Layout Plan
Scale: 1"=160'

LEGEND

- RAIN GARDENS/BASINS
- BIOSWALE PLANTING
- FORESTED WETLAND ENHANCEMENT
- BEE LAWN/ SHORTGRASS PRAIRIE
- WET MEADOW/ POLLINATOR PLANTING
- SHORELINE BUFFER
- LOW MOW LAWN



2 Layout Plan
Scale: 1"=40'-0"

Washington
Conservation
District
455 Hayward Ave N
Oakdale, MN 55128
(651) 336-2220
www.wmnv.org



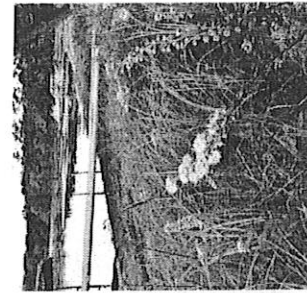
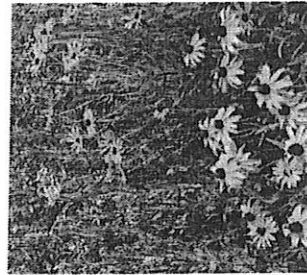
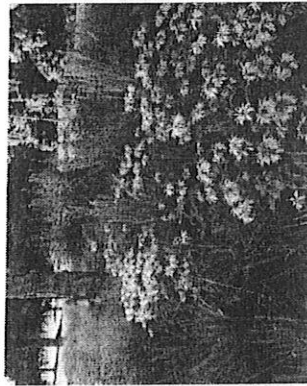
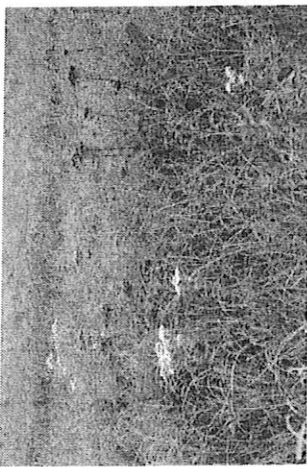
Project No. 01/16/25 (Client Review)
CDA
Project Date: 05/06/25
Project Location: 407
Project Area: 407

Project No. 55219
Date: 05/06/25
Project Location: 407
Project Area: 407

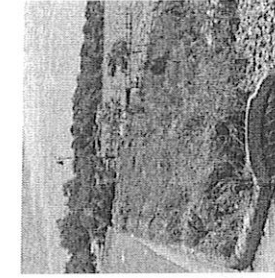
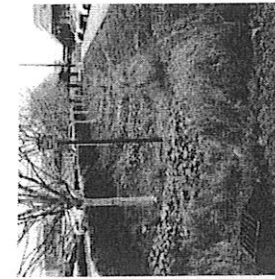
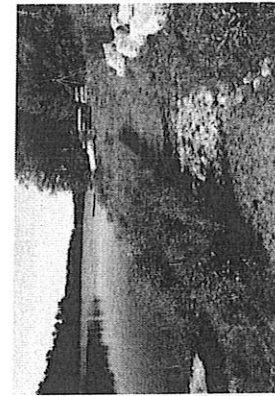
Project No. 55219
Date: 05/06/25
Project Location: 407
Project Area: 407

Project No. 55219
Date: 05/06/25
Project Location: 407
Project Area: 407

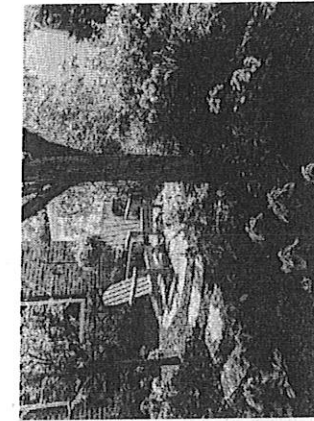
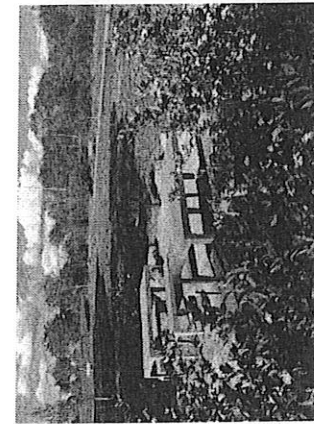
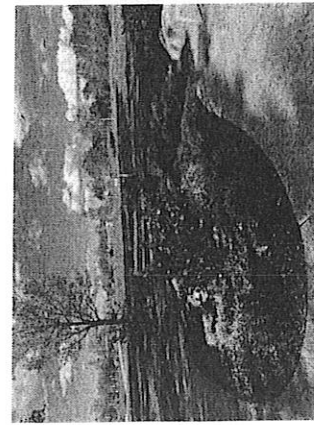
NATIVE HABITAT ENHANCEMENT



STORMWATER INFRASTRUCTURE IMPROVEMENT



EDUCATION AND ENHANCEMENT OF PUBLIC SPACES



Washington
Conservation
District
455 Hayward Ave N
Oakdale, MN 55128
651.336.8220
www.washconsd.org



Project Manager
Aaron Orsatti
CDL
01/16/25 (Client Review)
Project Engineer
Leon Tella
LEED AP
01/16/25 AR

Project No. 56219
Date Concept
Reg. No. 56219
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR
REPORT WAS PREPARED BY ME OR UNDER MY DIRECT
SUPERVISION AND THAT I AM A DULY LICENSED
PROFESSIONAL LANDSCAPE ARCHITECT UNDER THE LAWS
OF THE STATE OF MINNESOTA.

Project Title
Tighe-Schmitz Park Stormwater
Management Project
Concept Images

Date
5/06/25
L1.4
of 6

Lake Links Trail – Birchwood Village

- Connecting Our Community with the Region
- About the Trail:
 - Shared-use path around White Bear Lake
 - Designed for safe walking and biking while linking neighborhoods and parks.
- Birchwood's Role:
 - Key segment in the regional network.
 - Public forum held; route selected based on community feedback using public rights-of-way.
- Birchwood Committee Members:
 - Committee formed in 2024; resident members include: Mary Cahill, Ben Creagh, Karen Freeburg, Jessica Granec, Bryan McGinnis, Ellen Maas Pratt, Mike Werner and Jane Wernet
 - Cora Hankins (Roads Task Force Representative), and Bridget Sperl (Council Liaison)
 - Chaired by Jessica Granec, Co-Chair by Mary Cahill.

Financials & City Council Support

- Estimated Birchwood Segment Cost: \$ < \$70,000
- Grant Amount Available: \$70,0000
- Use of Funds:
 - Re-paint Crosswalks, signage, traffic mirrors, sharrows and stencils, electronic speed signs, benches
 - Vegetation Removal equipment
- City Council Support Needed:
 - Approve resolution to support project and pay upfront costs for reimbursement by Minnesota Management and Budget
 - Commit to on-going maintenance of trail
 - Support grant application

Trail Benefits & Next Steps

- Committee Recommendations:
 - Use public corridors, prioritize safety
 - Preserve trees and neighborhood character
 - Add signage
- Benefits to Birchwood:
 - Safer walking and biking routes
 - Regional connectivity
 - Health and environmental benefits
- Next Steps:
 - Finalize grant documents
 - Generate and approve a resolution to support the project
 - Submit application by July 2025
 - Target construction: 2025
- Thank You!

**CITY OF BIRCHWOOD VILLAGE
207 BIRCHWOOD AVENUE
BIRCHWOOD, MINNESOTA**

**MINUTES OF THE CITY COUNCIL MEETING
APRIL 8, 2025, 6:45 P.M.**

MEMBERS:

Jennifer Arsenault	Mayor
Ryan Eisele	Councilmember
Ryan Hankins	Councilmember
Bridget Sperl	Councilmember
Katherine Weier	Councilmember

STAFF:

Alan Kantrud	City Attorney
--------------	---------------

Minutes prepared by Anh Nguyen of Minutes Solutions from a video recording.

1. CALL TO ORDER

Mayor Arsenault called the meeting to order at 6:45 p.m.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

3. APPROVAL OF AGENDA (0:00:34)

On a motion made by Councilmember Weier, seconded by Councilmember Sperl, it was resolved to approve the agenda as amended. All in favor. Motion carried.

The following changes were made to the agenda:

- Add to City Business – New: Resolution 2025-38
- Add to City Business – New: Resolution 2025-40
- Remove items A, B, F, and H from the consent agenda.

4. OPEN PUBLIC FORUM (0:02:50)

Mayor Arsenault opened the public forum.

Barton Winter, 1 Five Oaks Lane:

Reported vegetation growing at the plastic linked surface at the tennis courts and tears on each side of the tennis court nets. The nets were otherwise in good shape and could likely last another year with some minor repairs.

Mayor Arsenault closed the public forum.

5. ANNOUNCEMENTS (0:04:40)

The Board of Appeal and Equalization Meeting will now be held on April 21, 2025, from 6:00 p.m. to 6:30 p.m.

The new 20 miles-per-hour speed limit will take effect on May 1, 2025.

Mayor Arsenault thanked Birchwood residents Cyril and Sue Kapsner, Art Arsenault, and Jamie Eisele, City Clerk Therese Bellinger, and City Maintenance Worker Jim Rydeen for their support and work over the past month.

The City will hold a Clean Up Day at City Hall on April 26, 2025, starting at 10:00 a.m. A treasure hunt will follow. Residents are encouraged to attend the event.

6. **CITY COUNCIL UPDATES (0:06:30)**

Councilmember Sperl noted that Birchwood Village has 406 followers on Facebook. She has been posting on the City's Facebook page about various matters, including recognitions. She is also working on a resolution for the dock fees to provide to the Parks and Natural Resource Committee.

Councilmember Eisele has started assessing the City's technology needs in the staff office and donated two computer monitors for the City's use. He is currently working on the City's website and reported that the website received 2,500 views in March 2025, of which 597 were unique visitors.

Mayor Arsenault and Councilmember Eisele interviewed candidates for the City Administrator position. Mayor Arsenault has also been corresponding with residents to address various concerns with the assistance of City Maintenance Worker Rydeen, drafting a mission statement for the Council, and making updates at City Hall.

Councilmember Hankins has been working to resolve zoning issues.

Councilmember Weier has been working on the Priebe Lake and Hall's Marsh draining issue, updating the newsletter, collaborating with the Parks and Natural Resource Committee on netting and fencing issues, reviewing signage locations, and exploring forestry and marsh grants.

7. **CITY BUSINESS – OLD (0:09:35)**

7.1 **Approve Resolution 2025-27, Correcting 131 Wildwood Avenue Variance Grant (0:09:40)**

On a motion made by Councilmember Hankins, seconded by Councilmember Weier, it was resolved to approve waiving the variance application fee for a variance to allow an increase in the height of a structure at 131 Wildwood Avenue within the ordinary high-water line setback. All in favor. Motion carried.

ACTION – Attorney Kantrud will follow up with the applicant at 131 Wildwood Avenue regarding Council's decision on the variance request and request that the applicant submit a drawing of how the structure is being expanded within the ordinary high-water line (OHWL) as part of their application.

The pre-existing structure at 131 Wildwood Avenue extended into the OHWL setback, and a setback to the height code was requested to increase the height of the OHWL. But as the new proposed structure conformed to the height code, the original variance request was incorrect and should have been a request for a setback variance because the expansion occurred within the setback. The importance of resolving this administrative error was emphasized. The applicant was invited to join the Council meeting but was unable to attend.

Councilmember Hankins suggested the following amendments to Resolution 2025-27:

- In the title, correct "131 Wildood Ave." to "131 Wildwood Ave."
- In the paragraph "Whereas the property owner seeks...", add "and deck" after "existing structure" and "pre-existing structure"
- In the "Now, Therefore, Be It Resolved..." section, Item 1, add "including the deck" after "structure".

Attorney Kantrud suggested the following amendment to Resolution 2025-27:

- In the paragraph "Whereas the property owner seeks...", replace "to the existing structure" with "within the footprint of the pre-existing structure."

Concerns were raised regarding whether the City could retroactively change the variance request that was originally filed in error by the applicant. Councilmember Hankins confirmed that the applicant is aware of the administrative error, and the applicant confirmed via e-mail that they are amenable to Council's intent to adopt a resolution to grant the correct variance request. Attorney Kantrud opined that due process by Council in the variance request process was honored and supported by the applicant's acknowledgement and written agreement. It was noted that the intent of the variance request remains unchanged; however, the justification for granting the variance changed.

Concerns were also raised about setting a precedent by granting a variance through a resolution and about the submission of variance applications without visual supporting documents, which puts the City at risk of granting incorrect variances. It was noted that the City Planner had reported that Council was granting variances based on incomplete drawings. Councilmember Hankins expressed concern about issuing permits based on the City Planner's opinion, which could be contested in court and put projects at risk of being shut down.

Council was amenable to requesting that the applicant submit a new variance application for the correct variance, which would be reviewed by the Planning Commission, to ensure that the variance request procedure is followed. Council affirmed its intent to grant the variance and to waive the variance application fee for the applicant. It was noted that the Planning Commission and Council can hold emergency meetings as needed to expedite the approval of the variance request and mitigate any delays to the applicant's project.

Attorney Kantrud advised that Council proceed with requesting the applicant to follow the standard procedure for a variance request and submit a new application. This will require a notice and a public hearing with the Planning Commission.

Councilmember Hankins requested that the applicant submit a drawing of how the structure is being expanded within the OHWL as part of their application.

7.2 **Amend Animal Fees and Animal Code Section 605 (0:32:45)**

On a motion made by Councilmember Sperl, seconded by Councilmember Eisele, it was resolved to approve the first reading of An Ordinance Amending the Animals Section of the Fee Schedule and An Ordinance Amending Ordinance No. 605 Adopted on March 12, 2019 and Titled "Animals". All in favor. Motion carried.

ACTION – Councilmember Hankins will revise the second reading of An Ordinance Amending Ordinance No. 605 Adopted on March 12, 2019 and Titled "Animals" to clarify that Ordinance No. 605 is being repealed and replaced by the amended ordinance.

The proposed amendments remove the requirement for residents to obtain chicken licenses and eliminates the provision that residents can be searched for dog waste pick-up devices.

Attorney Kantrud advised that the existing Ordinance No. 605 needs to be repealed if being completely replaced with the amended ordinance. This should be documented in the second reading.

7.3 Amendment of Ordinance No. 310 Administrative Appeals (0:36:15)

On a motion made by Councilmember Sperl, seconded by Councilmember Eisele, it was resolved to approve the second reading of Amendment of Ordinance No. 310 Administrative Appeals. All in favor. Motion carried.

The revisions clarify the requirements and procedures for the appeals process.

7.3.1 Amend Ordinances No. 2024-01-02 and No. 2025-01-01

On a motion made by Councilmember Hankins, seconded by Councilmember Eisele, it was resolved to adopt Ordinance No. 2024-01-02, An Ordinance Amending the Fee Schedule. All in favor. Motion carried.

7.3.2 Approve Resolution 2025-28, A Resolution Approving Summary Publication of Ordinance No. 2025-01-01, An Ordinance Amending Ordinance No. 310 Titled "Administrative Appeals".

On a motion made by Councilmember Hankins, seconded by Mayor Arsenault, it was resolved to approve Resolution No. 2025-28. All in favor. Motion carried.

8. CITY BUSINESS – NEW (0:42:00)

8.1 Interview New Applicants for Parks and Natural Resource Committee (0:42:05)

On a motion made by Councilmember Sperl, seconded by Councilmember Eisele, it was resolved to appoint Margaret Ford to fill the vacant position on the Parks and Natural Resource Committee. All in favor. Motion carried.

The City received applications from Margaret Ford and Barton Winter to fill one vacant position for a two-year term on the Parks and Natural Resource Committee

Barton Winter was invited to address Council.

Margaret Ford was not in attendance, but her letter to Council was read.

Council acknowledged Barton Winter for his continued volunteer work. There was a preference for Margaret Ford based on her experience as the previous Mayor of Birchwood Village and her expertise with tree grants.

8.2 Review Quote for Additional Rear Fencing on Ash Path (1:19:05)

On a motion made by Councilmember Weier, seconded by Councilmember Hankins, it was resolved to approve an expenditure not to exceed \$1,050, including tax, for City maintenance workers Ron Koehnle and Jim Rydeen to install two corner posts and rails and four 8-foot fence sections on one side of Ash Path. All in favor. Motion carried.

A quote was received from City maintenance workers Koehnle and Rydeen to install corner posts and rails and a few fence sections on the other side of Ash Path. Councilmember Weier recommended allocating the expense to the special revenue fund.

Councilmember Weier will remove the barbed wire fencing on Clean Up Day, with the consent of the property owner and once approval for the rear fencing is received.

8.3 Review Street Sweeping Estimates (1:24:30)

On a motion made by Councilmember Weier, seconded by Councilmember Eisele, it was resolved to approve the quote from Mike McPhillips for spring street sweeping plus vacuuming at a cost not to exceed \$4,000. All in favor. Motion carried.

ACTION – Councilmember Weier will follow up with City Clerk Bellinger to request that Mike McPhillips vacuum the culverts along the drainage areas as well as the rain garden on the easement.

Council reviewed quotes for street sweeping from Nugent Sealcoating and Paving at a cost of \$10,400 for spring and fall street sweeping, and from Mike McPhillips at a cost of \$7,000 for spring and fall street sweeping (\$3,500 per season). Mike McPhillips previously provided street sweeping services for the City for many years but stopped after a negative experience with the City, not due to performance issues. The contractor was assured that a similar experience will not occur again.

It was recommended that streets be swept twice a year. The City has a \$4,000 budget for street sweeping, but grants may be available. Mayor Arsenault noted that street sweeping twice a year will align with the City's goal of preserving the lake by preventing debris from contaminating the lake. Council agreed to move forward with spring street sweeping only and to allocate the remaining \$500 from the budget to vacuuming debris. Council will revisit fall street sweeping pending further review of the City's budget after the lift station project.

8.4 Review Estimate for 2025 Top Green Lawn Service (1:30:15)

On a motion made by Councilmember Weier, seconded by Councilmember Hankins, it was resolved to approve the quote from Top Green for weekly mowing at a cost of \$400 per mow, alternating between Tighe-Schmitz and the rest of the City. All in favor. Motion carried.

Council reviewed a quote for lawn service from Top Green at a cost of \$400 per mow for Tighe-Schmitz Park and \$400 per mow for City Hall, parks, and easements. There is a \$2,000 allowance for mowing per the Tighe-Schmitz Park Field rental agreement between the Mahtomedi Youth Soccer Association and the City. Council agreed on mowing service every other week, alternating between Tighe-Schmitz Park and the rest of the City. Weekly mowing of Tighe-Schmitz Park will be evaluated on an as needed basis.

8.5 Consider a New Waterline Locator for Water Superintendent (1:03:50)

City Water Superintendent John Manship requested approval to purchase a new waterline locator due to an increase in requests for water service locates. This was previously done through outdated equipment and City Water Superintendent Manship's historical knowledge; however, changes in the topography over the past 60 years have made it challenging to locate waterlines. The proposed locator will be more accurate and cost- and time-efficient. There is an estimated lifespan of 15 years and the quote from UtilityLogic includes a lifetime warranty, training and maintenance, which are valuable add-ons per City Water Superintendent Manship. A waterline locator is used on average three times weekly, and some of the neighboring cities are currently using the proposed equipment. Grants may be available to help offset the cost.

City Water Superintendent Manship confirmed the City will own the waterline locator, which will likely be stored under John Manship's control for emergency use as needed. Attorney Kantrud noted the risk associated with storing equipment under the control of a contractor. Concerns were raised about a contractor storing an expensive piece of equipment and having access to a City-owned asset for personal use.

Council agreed to defer action to the next Council meeting, pending further review on where the equipment will be stored, how it will be secured, and pricing.

8.6 Present Candidate Scott Hildebrand as New City Administrator (1:02:50) and (1:37:10)

On a motion made by Mayor Arsenault, seconded by Councilmember Eisele, it was resolved to approve an offer letter to Scott Hildebrand, offering part-time employment with the City of Birchwood Village as the provisional City Clerk/City Administrator for 20 hours per week at a rate of \$36 per hour, for a six-month probation period with a review at 90 days, with the expectation to prepare for and attend Council meetings, to provide Thursday afternoon office hours, and to be available for appointments with residents. All in favor. Motion carried.

Attorney Kantrud informed Council that candidate Scott Hildebrand offered to join the Council meeting as an informal meet-and-greet; however, Council advised that it was not necessary.

Mayor Arsenault, Councilmember Eisele, and City Clerk Bellinger interviewed three candidates for the part-time position of City Administrator. Scott Hildebrand was unanimously selected as the candidate of choice. Council discussed his credentials, experience, and skillsets. It was noted that Scott Hildebrand had no concerns about using the City's software.

Attorney Kantrud provided positive feedback on Scott Hildebrand in his capacity as city administrator for other cities. He suggested a provisional appointment as City Administrator without a formal contract and contingent on periodic reviews. He also recommended deferring any decisions on vacation time and benefits until after a contract has been established following the probationary period.

Council discussed proposed terms for the offer letter, including:

- Pay rate of \$36 per hour
- 20 hours per week
- Six-month probationary period with a review at 90 days
- Mandatory requirement to attend Council meetings in-person
- Thursday office hours and availability to meet for appointments

Council discussed the frequency with which the City Administrator should be on-site, noting a balance between streamlining tasks and providing customer service. Council agreed to explore a more flexible work model that can be re-evaluated at the time of review.

8.7 Approve Funding and 2025 Music in the Park Schedule (0:57:05)

On a motion made by Councilmember Weier, seconded by Councilmember Eisele, it was resolved to approve an expenditure of up to \$300 for the Parks and Natural Resources Committee to purchase indoor/outdoor carpeting and a canopy, for use during the Music in the Park concert series. All in favor. Motion carried.

Parks and Natural Resource Committee Secretary Alan Mitchell reported that Council passed Resolution 2023-17 on February 14, 2023, approving an annual budget of \$3,700 for the Music in the Park concert series, of which \$3,000 is allocated to paying the musicians and the

remaining \$700 is allocated to administrative and staff time related to organizing the event. The Parks and Natural Resource Committee is requesting approval of up to \$300 of this \$700 budget for the purchase of indoor/outdoor carpeting and a canopy for the event.

8.8 Approve Hockey Net Donation and \$1,000 Net Budget (0:51:50)

8.8.1 Approve Resolution 2025-29, Allow Donation by Barton Winter

On a motion made by Councilmember Weier, seconded by Councilmember Hankins, it was resolved to approve Resolution 2025-29. All in favor. Motion carried.

The resolution is to approve the donation of one replacement hockey net in the value of \$247 for the hockey rink.

Mayor Arsenault acknowledged the generosity of residents and expressed gratitude for their donations. However, it was emphasized that the City must be made aware of the intention to purchase and donate items prior to purchasing.

8.8.2 Approve Resolution 2025-30, \$1,000 Budget Cap

On a motion made by Councilmember Weier, seconded by Councilmember Hankins, it was resolved to approve Resolution 2025-30. All in favor. Motion carried.

The resolution is to approve a budget of \$1,000 to purchase one replacement hockey net and two tennis court nets and to secure the anchors for the tennis court nets. The expense will be allocated to the special revenue fund.

8.9 Approve Resolution 2025-38 (2:47:10)

On a motion made by Councilmember Eisele, seconded by Councilmember Weier, it was resolved to approve Resolution 2025-38. All in favor. Motion carried.

The resolution grants the ability for the Parks and Natural Resource Committee to plan and budget using dock fees.

8.10 Approve Resolution 2025-40

This item was added to the agenda by request of Mayor Arsenault but was not discussed.

9. CONSENT AGENDA (1:59:10)

On a motion made by Councilmember Hankins, seconded by Councilmember Sperl, it was resolved to approve the consent agenda, except for Items A, B, F, and H, as presented. All in favor. Motion carried.

9.1 Approve March 31, 2025, Treasurer's Report (1:59:20)

On a motion made by Councilmember Hankins, seconded by Councilmember Weier, it was resolved to approve the Treasurer's Report for the period ending March 31, 2025. All in favor. Motion carried.

Council reviewed the new format of the interim financial report and provided positive feedback.

Councilmember Weier requested that the account numbers include a note on the purpose of the account and that unspent but earmarked funds be identified.

Councilmember Sperl requested that areas of concern be identified.

It was clarified that check No. 33425 in the amount of \$443 for the window for the warming house was authorized by City staff as it was under the \$500 limit.

9.2 Approve March 11, 2025, City Council Meeting Minutes (2:05:30)

On a motion made by Councilmember Hankins, seconded by Councilmember Eisele, it was resolved to approve the minutes of the Council meeting held on March 11, 2025. All in favor. Motion carried.

9.3 Resolution 2025-33: Approve Purchase and Install of Keyless Entry System (2:05:45)

On a motion made by Councilmember Weier, seconded by Councilmember Hankins, it was resolved to approve Resolution 2025-33. All in favor. Motion carried.

Councilmember Hankins confirmed that a keyless entry system was purchased in the past and subsequently returned.

9.4 Resolution 2025-35: Approve a Request for Bid (RFB) for a Planning Firm and Permit Processing Service (2:08:55)

On a motion made by Councilmember Eisele, seconded by Councilmember Hankins, it was resolved to approve Resolution 2025-35. All in favor. Motion carried.

ACTION – Attorney Kantrud will follow up with the City Planner for a timeline on the retaining wall variance.

Mayor Arsenault emphasized the importance of ensuring that the City's processes are sound and legally defensible. It was suggested to hold a workshop with the City Planner and the Planning Commission to review the City's codes. Concerns were raised about redundancies in the permit approval process, noting that the City already has an existing permit processing service that is being underutilized. There were also concerns about planning and permit processing being a significant portion of City staff's function and a third party having access to the City's records outside of the City.

Councilmember Hankins spoke to measures being implemented by the Planning Commission to triage potential applications. He advised that the Planning Commission needs to be better equipped with information from the City Planner in order to be effective in their decision making. He expressed concern about the lack of City staff capacity to determine whether a zoning application meets code prior to moving the application forward to the Planning Commission and Council.

Council discussed the extent of its responsibility to provide oversight and concerns about the quality of the permit applications being presented to the Planning Commission and to Council.

Attorney Kantrud reviewed the permit application process and advised that the City should request an extension immediately upon receipt of an application, as a safeguard in the event of delays during the permitting process. He suggested implementing a pre-application review process.

Council discussed how to move forward with the variance request for the retaining wall and whether it can be transferred to Bolten & Menk to expedite. Concerns were raised about potential exclusivity clauses in the City Planner's contract. It was agreed to call a special meeting as needed to move the variance forward.

10. **MEETING CLOSE (2:48:20)**

On a motion made by Councilmember Hankins, seconded by Mayor Arsenault, it was agreed that there was no further business of the Council to transact in an open session; the meeting was closed to the public.

DISCLAIMER

The above minutes should be used as a summary of the motions passed and issues discussed at the meeting. This document shall not be considered a verbatim copy of every word spoken at the meeting.

Mayor Jennifer Arsenault

City Administrator

Date

Date

For the Period : 4/1/2025 To 4/30/2025

Name of Fund	Beginning Balance	Total Receipts	Total Disbursed	Ending Balance	Less Deposits In Transit	Plus Outstanding Checks	Total Per Bank Statement
General Fund	\$745,522.68	\$8,296.21	\$34,378.17	\$719,440.72	\$0.00	\$27,267.46	\$746,708.18
Special Rev Projects	\$21,023.05	\$14,000.00	\$3,200.00	\$31,823.05	\$0.00	\$3,500.00	\$35,323.05
Capital Project PW	(\$13,649.43)	\$0.00	\$0.00	(\$13,649.43)	\$0.00	\$0.00	(\$13,649.43)
Water	\$84,993.62	\$26,504.23	\$16,044.42	\$95,453.43	\$0.00	\$15,979.83	\$111,433.26
Sewer	\$39,328.40	\$19,601.63	\$15,720.91	\$43,209.12	\$0.00	\$15,380.20	\$58,589.32
Total	\$877,218.32	\$68,402.07	\$69,343.50	\$876,276.89	\$0.00	\$62,127.49	\$938,404.38

Bridget M Sperl	City Council/Town Board	Date
Jennifer L Arsenaault	City Council/Town Board, Mayor	Date
Katherine A Weier	City Council/Town Board	Date
Ryan P Eisele	City Council/Town Board	Date
Ryan Q Hankins	City Council/Town Board	Date

City of Birchwood Village
Bank Reconciliation

US Bank
General Fund #1-801-2001-5920
4/30/2024

Genl Fund 4M #35389-101

US Bank 4M balance	General Fund	\$936,988.87	
Outstanding Checks/ Deposits	Outstanding Checks	(\$61,942.59)	
Bank Open Items	MN Dept Revenue - went through bank twice.	\$511.55	Should be applied to Q2 2025
	Techie Dudes - Need to enter into CTAS	\$308.28	
	PERA - Need to enter into CTAS	\$10.00	
	NSF Check - Jeremy Loosbroke	\$213.13	
	NSF Check - Partners Title Escrow Account	\$187.65	
		\$876,276.89	
	Balance Per Cash Control Statement	<u>\$876,276.89</u>	
	DIFFERENCE	\$0.00	

Date of Report : 5/7/2025

Outstanding Checks

<u>Date of Check</u>	<u>Check Number</u>	<u>To Whom Paid</u>	<u>Check Amount</u>
05/02/2023	32433	Flattum, David	\$243.81
09/03/2023	32589	Brunstad, Anthony	\$37.02
12/18/2023	32748	Kodiak Power Solutions	\$118.97
05/29/2024	32995	Folk Revival	\$300.00
07/25/2024	33082	Stoltzman, Cris	\$132.50
07/30/2024	33090	Press Publications	\$147.14
11/04/2024	33187	Menards - Oakdale	\$794.38
03/29/2025	33423	Menard's - MAPLEWOOD	\$29.40
03/29/2025	33431	Stoltzman, Cris	\$220.84
04/10/2025	33438	Winter, Barton	\$492.81
04/14/2025	EFT041425C	MN Department of Revenue	\$253.69
04/24/2025	33444	Payroll Period Ending 04/24/2025	\$651.06
04/30/2025	eft04302025	Xcel 2307-8	\$1,440.41
04/30/2025	33457	LRS Portables, LLC	\$174.00
04/30/2025	33458	Sweet Rhubarb / Priscilla Thomas	\$300.00
04/30/2025	33459	Riff Rangers/ Dale Dahlquist	\$300.00
04/30/2025	33446	H.A. Kantrud, P.A.	\$2,500.00
04/30/2025	33456	Gopher State One Call	\$18.90
04/30/2025	33447	John Wikstrom	\$1,600.00
04/30/2025	33448	BrightView Landscapes, LLC.	\$2,908.00
04/30/2025	33449	Bolton & Menk, Inc.	\$1,372.50
04/30/2025	33450	Bolton & Menk, Inc.	\$3,803.50
04/30/2025	33451	City of White Bear Lake	\$11,669.19
04/30/2025	33452	Companion Animal Control LLC	\$290.00
04/30/2025	33453	CivicPlus LLC	\$2,205.00
04/30/2025	33454	Core & Main	\$68.04
04/30/2025	33455	Earl F. Andersen	\$714.55
04/30/2025	33460	Folk Revival-c/o David Swanson	\$300.00
04/30/2025	33461	Anyday Now/ Tom Lutmer	\$300.00
04/30/2025	33462	Harmonic Relief/ Robert Gestner	\$300.00
04/30/2025	33463	Artrio/Maas, Ellen	\$300.00
04/30/2025	33464	Scottie Miller	\$300.00
04/30/2025	33465	Jennifer Eckes	\$300.00
04/30/2025	33466	Legacy Celtic Music LLC	\$300.00
04/30/2025	33467	Fabulous Fairlanes/John Barrett	\$300.00
04/30/2025	33468	Manship Plumbing & Heating Inc	\$3,860.00
04/30/2025	33469	Mike McPhillips Inc	\$3,500.00
04/30/2025	33470	Metropolitan Council - Env. Service	\$5,131.86
04/30/2025	33471	Menards - Maplewood	\$98.56
04/30/2025	33472	Northeast Youth & Family Services	\$2,125.77
04/30/2025	33473	Press Publications	\$370.35
04/30/2025	33474	Rydeen, Jim	\$122.14
04/30/2025	33475	Tennis Sanitation, LLC	\$3,312.00
04/30/2025	33476	TSE, Inc. Work Account	\$60.08
04/30/2025	33477	Toshiba America Business Solutions	\$10.62
04/30/2025	33478	Tracy Printing, Inc.	\$222.00
04/30/2025	33479	Tofte, Brenda	\$45.00
04/30/2025	33480	Therese Bellinger	\$890.48
04/30/2025	33481	White Bear Rental	\$46.87
04/30/2025	33482	Stoltzman, Cris	\$220.48
04/30/2025	33483	Washington County - Proper Tax	\$36.00

Outstanding Checks

<u>Date of Check</u>	<u>Check Number</u>	<u>To Whom Paid</u>	<u>Check Amount</u>
04/30/2025	33484	White Bear Lake Fireworks Fund	\$200.00
04/30/2025	33486	Water Conservation Service Inc.	\$382.60
04/30/2025	33485	White Bear Township	\$6,306.97
Total			\$62,127.49

Fund Name:		All Funds					
Date Range:		04/01/2025 To 04/30/2025					
Date	Vendor	Check #	Description	Void	Account Name	F-A-O-P	Total
04/10/2025	Winter, Barton	33438*	Reimbursement for Hockey Net Purchase at Tighe	N	Parks	100-45207-220-	\$ 492.81
	Total For Check	33438					\$ 492.81
04/10/2025	Payroll Period Ending 04/10/2025	33439	Office Payroll 3/23/25-4/5/25	N	Clerk - Treasurer	100-41401-100-	\$ 2,063.15
	Total For Check	33439					\$ 2,063.15
04/10/2025	Payroll Period Ending 04/10/2025	33440	Office Payroll 3/23/25-4/5/25	N	Parks	100-45207-100-	\$ 528.91
	Total For Check	33440					\$ 528.91
04/10/2025	Winter, Barton	33441*	50% Reimbursement for Hockey Net for Tighe	N	Parks	100-45207-210-	\$ 246.40
	Total For Check	33441					\$ 246.40
04/14/2025	PERA	EFT041425A*	Retirement funds-PR	N	Clerk - Treasurer	100-41401-121-	\$ 6.59
			03/23/25-04/5/25, tb, jr, \$6.59 Catchup from past PR				
		EFT041425A*				100-41401-121-	\$ 403.20
		EFT041425A*			Parks	100-45207-121-	\$ 89.96
	Total For Check	EFT041425A					\$ 499.75
04/14/2025	IRS - US Treasury	EFT041425B	Federal Taxes - Q1 2025 -March Payment	N	Clerk - Treasurer	100-41401-100-	\$ 168.10
		EFT041425B				100-41401-100-	\$ 718.76
		EFT041425B				100-41401-100-	\$ 437.52
	Total For Check	EFT041425B					\$ 1,324.38
04/14/2025	MN Department of Revenue	EFT041425C	MN State Tax eFiling - 2025 Q1-March 2025 pymt	N	Clerk - Treasurer	100-41401-115-	\$ 239.98
		EFT041425C				100-41401-115-	\$ 13.71
	Total For Check	EFT041425C					\$ 253.69
04/14/2025	MN Department of Labor and Industry	EFT041425D	Building Permit Surcharge - Q1-2025	N	Building Inspections Administration	100-42401-437-	\$ 5.23
	Total For Check	EFT041425D					\$ 5.23
04/15/2025	Minnesota Polution Control Agency	33442*	Part 1 MS4 App-Stormwater prevention permit application MS4	N	Storm Drainage	605-43150-400-	\$ 400.00

Fund Name:		All Funds									
Date Range:		04/01/2025 To 04/30/2025									
Date	Vendor	Check #	Description	Void	Account Name	F-A-O-P	Total				
		33442					\$ 400.00				
04/24/2025	Payroll Period Ending 04/24/2025	33443	Office Payroll 4/6/25 - 4/19/25	N	Clerk - Treasurer	100-41401-100-	\$ 2,020.72				
	Total For Check	33443					\$ 2,020.72				
04/24/2025	Payroll Period Ending 04/24/2025	33444	Office Payroll 4/6/25 - 4/19/25	N	Clerk - Treasurer	100-41401-100-	\$ 651.06				
	Total For Check	33444					\$ 651.06				
04/24/2025	Payroll Period Ending 04/24/2025	33445	Office Payroll 4/6/25 - 4/19/25	N	Parks	100-45207-100-	\$ 751.90				
	Total For Check	33445					\$ 751.90				
04/24/2025	PERA	eft04242025-A*	Retirement funds-PR	N	Clerk - Treasurer	100-41401-121-	\$ 524.00				
			04/06/25-04/19/25, tb, mo, jr				\$ 110.25				
	Total For Check	eft04242025-A*			Parks	100-45207-121-	\$ 634.25				
		eft04242025-A					\$ 2,500.00				
04/30/2025	H.A. Kantrud, P.A.	33446*	Attorney Fees for April	N	Legal Services	100-41601-300-	\$ 2,500.00				
	Total For Check	33446					\$ 2,500.00				
04/30/2025	John Wikstrom	33447*	April City Planner Fees-Plus	N	General Fund Engineering Expense	100-41925-300-	\$ 1,600.00				
	Total For Check	33447	catchup pay from last month				\$ 1,600.00				
04/30/2025	BrightView Landscapes, LLC.	33448*	Plow and Delce 4/1/25	N	Ice and Snow Removal	100-43125-210-	\$ 1,270.00				
	Total For Check	33448*				100-43125-314-	\$ 1,638.00				
		33448					\$ 2,908.00				
04/30/2025	Bolton & Menk, Inc.	33449*	Council Meeting, Misc Eng	N	General Fund Engineering Expense	100-41925-300-	\$ 300.00				
	Total For Check	33449*	Services				\$ 300.00				
		33449				100-41925-300-	\$ 1,072.50				
04/30/2025	Bolton & Menk, Inc.	33450*	Lift Station Review, Design and	N	Sewer Engineering Expense	605-49485-300-	\$ 2,269.00				
	Total For Check	33450*	Project Eng				\$ 2,269.00				
		33450				605-49485-300-	\$ 1,534.50				
04/30/2025	City of White Bear Lake	33451*	Quarterly Water Billing	N	Water Utility	601-49415-314-	\$ 11,669.19				
	Total For Check	33451	12/18/2024-3/18/2025				\$ 11,669.19				
04/30/2025	Companion Animal Control LLC	33452*	Animal Control Services - Mar &	N	Animal Control	100-41916-314-	\$ 145.00				

Fund Name: All Funds

Date Range: 04/01/2025 To 04/30/2025

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
04/30/2025	CivicPlus LLC	33452*	Permitting Software, Annual maint/support,	N	General Government Buildings and Plant	100-41916-314-	\$ 145.00
		33452					\$ 290.00
		Total For Check					
04/30/2025	Core & Main	33453*	Water Main Supplies Purchased By Manship	N	Water Utility	601-49415-220-	\$ 68.04
		33453					\$ 2,205.00
		Total For Check					
04/30/2025	Earl F. Andersen	33454*	20 MPH Signs, Hardware and Posts	N	Streets and Road Mntnc	100-43101-220-	\$ 714.55
		33455					\$ 714.55
		Total For Check					
04/30/2025	Gopher State One Call	33456*	Mar 14 Tickets	N	Utility Locates	605-49455-314-	\$ 18.90
		33456					\$ 18.90
		Total For Check					
04/30/2025	LRS Portables, LLC	33457*	April Portable Potty	N	Parks	100-45207-314-	\$ 174.00
		33457					\$ 174.00
		Total For Check					
04/30/2025	Sweet Rhubarb / Priscilla Thomas	33458*	Music in the Park-June 8	N	Recreation	210-45101-440-	\$ 300.00
		33458					\$ 300.00
		Total For Check					
04/30/2025	Riff Rangers/ Dale Dahlquist	33459*	Music in the Park- June 15th	N	Recreation	210-45101-440-	\$ 300.00
		33459					\$ 300.00
		Total For Check					
04/30/2025	Folk Revival-c/o David Swanson	33460*	Music in the Park - June 22	N	Recreation	210-45101-440-	\$ 300.00
		33460					\$ 300.00
		Total For Check					
04/30/2025	Anyday Now/ Tom Lutmer	33461*	Music in the Park- June 29	N	Recreation	210-45101-440-	\$ 300.00
		33461					\$ 300.00
		Total For Check					
04/30/2025	Harmonic Relief/ Robert Gestner	33462*	Music In The Park July 13	N	Recreation	210-45101-440-	\$ 300.00
		33462					\$ 300.00
		Total For Check					
04/30/2025	Artrio/Maas, Ellen	33463*	Music in the Park - July 20	N	Recreation	210-45101-440-	\$ 300.00
		33463					\$ 300.00
		Total For Check					
04/30/2025	Scottie Miller	33464*	Music in the Park- Aug 3	N	Recreation	210-45101-440-	\$ 300.00
		33464					\$ 300.00
		Total For Check					
04/30/2025	Jennifer Eckes	33465*	Music In The Park - Aug 10	N	Recreation	210-45101-440-	\$ 300.00
							\$ 300.00

Fund Name: All Funds		Date Range: 04/01/2025 To 04/30/2025			
Date	Vendor	Check #	Description	Void	Account Name
04/30/2025	Legacy Celtic Music LLC	33465	Music in the Park - August 17	N	Recreation
		Total For Check			
04/30/2025	Fabulous Fairlanes/John Barrett	33466*	Music In The Park - August 24	N	Recreation
		Total For Check			
04/30/2025	Manship Plumbing & Heating Inc	33467*	Sewer/Water-mar Retain, 16	N	Water Utility
			Locates, Hydrant Maintenance, Bacteria Testing		
		33468*			
		33468*			
		33468*			
		Total For Check			
04/30/2025	Mike McPhillips Inc	33469*	Street Sweeping Spring	N	Streets and Road Mntnc
		Total For Check			
04/30/2025	Metropolitan Council - Env. Service	33470*	April Waste Water Services	N	Sewer Utility
		Total For Check			
04/30/2025	Menards - Maplewood	33471*	All Office Supplies	N	General Government Buildings and Plant
		Total For Check			
04/30/2025	Northeast Youth & Family Services	33472*	Partnership - 2025 Service Contract	N	Grants
		Total For Check			
04/30/2025	Press Publications	33473*	Ref 829406-legal PH-Ord 2025-01-01, 3/20, Prop Assess 830949-830362 for 4/8 & 4/10	N	Ordinances and Proceedings
		33473*			
		Total For Check			
04/30/2025	Rydeen, Jim	33474*	Reimbursement for Paper Supplies for City Hall	N	Office Operations Supplies
		Total For Check			
04/30/2025	Tennis Sanitation, LLC	33475*	Recycling for Serv: mar - april 2025	N	Recycle

Fund Name: All Funds

Date Range: 04/01/2025 To 04/30/2025

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
		Total For Check					\$ 3,312.00
04/30/2025	TSE, Inc. Work Account	33476*	Janitorial Services - 4/3 4/17	N	General Government Buildings and Plant	100-41940-314-	\$ 30.04
		33476*				100-41940-314-	\$ 30.04
		33476					\$ 60.08
04/30/2025	Toshiba America Business Solutions	33477*	April Monthly Usage Allowance	N	Office Operations Supplies	100-41911-314-	\$ 10.62
		33477					\$ 10.62
04/30/2025	Tracy Printing, Inc.	33478*	Green Utility Return Envelopes	N	Office Operations Supplies	100-41911-210-	\$ 222.00
		33478					\$ 222.00
04/30/2025	Tofte, Brenda	33479*	Refund for Overpayment On Dog License	N	MISCELLANEOUS	100-49001-810-	\$ 45.00
		33479					\$ 45.00
04/30/2025	Therese Bellinger	33480*	Off Supply-Stamps, Handrail, Tennis Crt Nets, Fax Exp to Send Docs	N	Office Operations Supplies	100-41911-200-	\$ 410.58
		33480*				100-45207-400-	\$ 479.90
		33480					\$ 890.48
04/30/2025	White Bear Rental	33481*	Roller for Tighe	N	Parks	100-45207-400-	\$ 46.87
		33481					\$ 46.87
04/30/2025	Stoltzman, Cris	33482*	Videography - Council Mtg--4/8 & Infrastructure 5/5--total 8 hours	N	Cable Eqpmnt and Service	100-41950-314-	\$ 220.48
		33482					\$ 220.48
04/30/2025	Washington County - Property & Tax	33483*	2025 Special Assessment Billing	N	Assessing	100-41550-314-	\$ 36.00
		33483					\$ 36.00
04/30/2025	White Bear Lake Fireworks Fund	33484*	Annual Contribution - 2025	N	Recreation	210-45101-430-	\$ 200.00
		33484					\$ 200.00
04/30/2025	White Bear Township	33485*	March Maintenance--Serv on dates 3/13,3/17,3/21,3/26--and Kodiak Charges	N	Sewer Utility	605-49465-314-	\$ 6,306.97
		33485					\$ 6,306.97

Fund Name:		All Funds					
Date Range:		04/01/2025 To 04/30/2025					
Date	Vendor	Check #	Description	Void	Account Name	F-A-O-P	Total
04/30/2025	Water Conservation Service Inc.	33486*	Water Main Leak Detection 3980 E Cty Line	N	Wtr/Swr Emergency	601-49425-300-	\$ 382.60
	Total For Check	33486					\$ 382.60
04/30/2025	Techie Dudes	eft04012025*	Managed Services, Ninja Backup, Microsoft Email	N	Phone/IT	100-41955-314-	\$ 384.06
	Total For Check	eft04012025					\$ 384.06
04/30/2025	A T & T Mobility	eft04022025*	Wireless for water tower- 4/1-5/1	N	Water Utility	601-49415-382-	\$ 53.75
	Total For Check	eft04022025					\$ 53.75
04/30/2025	Techie Dudes	eft04092025*	Docking Station for TB Desktop	N	Phone/IT	100-41955-314-	\$ 207.05
	Total For Check	eft04092025					\$ 207.05
04/30/2025	Xcel 2335-4	eft04172025a*	Electricity 2/19-3/20	N	Water Utility	601-49415-380-	\$ 10.84
	Total For Check	eft04172025a					\$ 10.84
04/30/2025	Xcel 9369-0	eft04172025b*	407 Lake Lift Station 2/21-3/21	N	Sewer Utility	605-49465-380-	\$ 29.84
	Total For Check	eft04172025b					\$ 29.84
04/30/2025	Xcel 4094-1	eft04172025c*	Gas Service 2/21-3/21 200 Wildwood Lift Station	N	Water Utility	605-49415-380-	\$ 29.84
	Total For Check	eft04172025c					\$ 29.84
04/30/2025	Quantum Fiber	eft04262025*	Internet Service Fee	N	Phone/IT	100-41955-314-	\$ 50.00
	Total For Check	eft04262025					\$ 50.00
04/30/2025	Xcel 2307-8	eft04302025*	Street Lighting Charges	N	Street Lighting	100-43160-380-	\$ 1,440.41
	Total For Check	eft04302025					\$ 1,440.41
	Total For Selected Checks						\$ 69,343.50

Fund Name: All Funds

Date Range: 04/01/2025 To 04/30/2025

Date	Remitter	Receipt #	Description	Deposit ID	Void	Account Name	F-A-P	Total
04/16/2025	Greseth, Mark	171736344*	Kayak Rack Rental	(04/16/2025) -	N	Kayak/Canoe Permits	100-32212-	\$ 35.00
								\$ 35.00
04/16/2025	Michalk, Zach	171736345*	Kayak rack-2, dog license-2	(04/16/2025) -	N	Kayak/Canoe Permits Animal Licenses	100-32212- 100-32240-	\$ 70.00 \$ 60.00
								\$ 130.00
04/16/2025	Webber, Dan	171736346*	Kayak Rack Rental	(04/16/2025) -	N	Kayak/Canoe Permits	100-32212-	\$ 35.00
								\$ 35.00
04/16/2025	Mahtomedi Soccer Assoc	171736347*	Field Payment for Rental of Tighe 2025	(04/16/2025) -	N	MISCELLANEOUS REVENUES	100-36200-	\$ 2,000.00
								\$ 2,000.00
04/17/2025	MN Management & Budget	171736357	Court Fines	(04/17/2025) -	N	Court Fines	100-35101-	\$ 439.89
								\$ 439.89
04/21/2025	Pat Discount Siding and Roofing	171736353*	Building Permit, 419B Wildwood, 25-0023	(04/21/2025) - eft	N	Building Permits	100-32211-	\$ 258.75
								\$ 258.75
04/23/2025	Voyager Siding	171736352*	Building Permit, 305 Jay Street, 25-0021	(04/23/2025) - eft	N	Building Permits	100-32211-	\$ 596.51
								\$ 596.51
04/30/2025	Residents - via St Anthony Village	171736354	Utility Billing Receipts for April 2025	(04/30/2025) -	N	Water Consumption	601-37111-	\$ 11,031.19
						Water Utility User Fee	601-37112-	\$ 11,215.18
						Special Water Charges	601-37115-	\$ 400.00
						State Surcharge	601-37116-	\$ 546.61
						Lift Station Replacement	601-37119-	\$ 3,220.83
						Penalties and Forfeited Discounts	601-37160-	\$ 90.42
						Sewer Consumption	605-37211-	\$ 10,413.70
						Sewer Minimum Charge	605-37212-	\$ 9,097.65
						Penalties and Forfeited Discounts	605-37260-	\$ 90.28
								\$ 46,105.86
04/30/2025	4 M Fund	171736355	April 25 interest	(04/30/2025) -	N	Interest Earning	100-36210-	\$ 3,074.00

Fund Name: All Funds

Date Range: 04/01/2025 To 04/30/2025

Date	Remitter	Receipt #	Description	Deposit ID	Void	Account Name	F-A-P	Total
						Interest Earning	100-36210-	\$ 218.00
								\$ 3,292.00
								\$ 68,402.07

Total for Selected Receipts

As on 12/31/2025

General Fund

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Receipts:			
General Property Taxes (31001 through 31299)	618,134.00	8,916.80	(609,217.20)
Total Acct 310	618,134.00	8,916.80	(609,217.20)
LICENSES AND PERMITS	500.00	30.00	(470.00)
Total Acct 320	500.00	30.00	(470.00)
Building Permits	90,000.00	4,535.71	(85,464.29)
Kayak/Canoe Permits	1,700.00	1,220.00	(480.00)
Zoning Permits	300.00	60.00	(240.00)
Animal Licenses	100.00	1,575.00	1,475.00
Total Acct 322	92,100.00	7,390.71	(84,709.29)
Federal Grants and Aids	3,192.00	0.00	(3,192.00)
Total Acct 331	3,192.00	0.00	(3,192.00)
State Grants and Aid	603,000.00	0.00	(603,000.00)
Total Acct 334	603,000.00	0.00	(603,000.00)
CHARGES FOR SERVICES	0.00	850.00	850.00
Total Acct 340	0.00	850.00	850.00
City/Town Hall Rent	400.00	195.00	(205.00)
Total Acct 341	400.00	195.00	(205.00)
Court Fines	950.00	1,156.48	206.48
Total Acct 351	950.00	1,156.48	206.48
Miscellaneous	0.00	31.00	31.00
Total Acct 361	0.00	31.00	31.00
MISCELLANEOUS REVENUES	0.00	2,000.00	2,000.00
Interest Earning	48,000.00	14,897.97	(33,102.03)
Contributions and Donations from Private Sources	250.00	50.00	(200.00)
Refund-Reimbursement-Dividend	9,500.00	584.41	(8,915.59)
Escrow Deposits	35,000.00	3,000.00	(32,000.00)
Total Acct 362	92,750.00	20,532.38	(72,217.62)
Total Revenues	1,411,026.00	39,102.37	(1,371,923.63)
Other Financing Sources:			
Total Other Financing Sources	0.00	0.00	0.00

As on 12/31/2025

General Fund

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Disbursements:			
Ordinances and Proceedings			
Printing and Binding: Legal Notices Publishing	2,000.00	731.04	1,268.96
Total Acct 411	2,000.00	731.04	1,268.96
Mayor			
Training	0.00	380.00	(380.00)
WAGES AND SALARIES (101 through 109)	8,500.00	0.00	8,500.00
Employer Contributions for Retirement: PERA	680.00	0.00	680.00
Contributions			
Total Acct 413	9,180.00	380.00	8,800.00
Clerk - Treasurer			
WAGES AND SALARIES (101 through 109)	143,000.00	35,019.76	107,980.24
State Tax - Employee	11,200.00	2,266.20	8,933.80
Employer Contributions for Retirement: PERA	11,100.00	5,160.98	5,939.02
Contributions			
Elections			
Repair and Maintenance Supplies (221 through 229)	1,500.00	0.00	1,500.00
Total Acct 414	166,800.00	42,446.94	124,353.06
Assessing			
Contracted Services	6,700.00	6,103.00	597.00
Total Acct 415	6,700.00	6,103.00	597.00
Legal Services			
PROFESSIONAL SERVICES (301 through 319)	30,000.00	14,500.00	15,500.00
Professional Services: Legal Fees	3,500.00	0.00	3,500.00
Printing and Binding: General Notices and Public	500.00	0.00	500.00
Information			
Total Acct 416	34,000.00	14,500.00	19,500.00
Grants			
Grants	2,100.00	2,125.77	(25.77)
Planning and Zoning			
PROFESSIONAL SERVICES (301 through 319)	22,500.00	0.00	22,500.00
Office Operations Supplies			
OFFICE SUPPLIES (201 through 209)	0.00	1,312.39	(1,312.39)
Operating Supplies (211 through 219)	0.00	643.82	(643.82)
Repair and Maintenance Supplies (221 through 229)	0.00	122.14	(122.14)
Office Equipment	0.00	1,332.59	(1,332.59)
Contracted Services	0.00	42.48	(42.48)
City Training and Development			
Training	2,000.00	0.00	2,000.00
Miscellaneous: Dues and Subscriptions	1,250.00	0.00	1,250.00
Animal Control			
Contracted Services	1,200.00	580.00	620.00
REPAIRS AND MAINTENANCE - CONTRACTUAL (401	0.00	103.00	(103.00)
through 409)			
Software Expense			
Miscellaneous: Dues and Subscriptions	2,100.00	0.00	2,100.00
General Fund Engineering Expense			
PROFESSIONAL SERVICES (301 through 319)	14,500.00	15,575.50	(1,075.50)
General Government Buildings and Plant			
Contracted Services	750.00	240.32	509.68
Communication (321 through 329)	5,000.00	2,205.00	2,795.00
Utility Services (381 through 389)	5,000.00	69.49	4,930.51
REPAIRS AND MAINTENANCE - CONTRACTUAL (401	450.00	127.96	322.04
through 409)			
OFFICE SUPPLIES (201 through 209)	2,000.00	0.00	2,000.00
Operating Supplies: Cleaning Supplies	100.00	0.00	100.00

As on 12/31/2025

General Fund

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Disbursements:			
Repair and Maintenance Supplies (221 through 229)	1,500.00	0.00	1,500.00
City Insurance			
Insurance: General Liability	16,100.00	0.00	16,100.00
Utility Services (381 through 389)	1,200.00	0.00	1,200.00
Cable Eqpmt and Service			
Contracted Services	1,750.00	537.78	1,212.22
Communication (321 through 329)	0.00	840.00	(840.00)
Phone/IT			
Contracted Services	0.00	1,776.49	(1,776.49)
Total Acct 419	79,500.00	27,634.73	51,865.27
Police			
Contracted Services	97,575.00	48,674.78	48,900.22
Communications: Telephone	70.00	0.00	70.00
Total Acct 421	97,645.00	48,674.78	48,970.22
Fire			
Contracted Services	65,087.00	29,991.50	35,095.50
Total Acct 422	65,087.00	29,991.50	35,095.50
Building Inspections Administration			
Contracted Services	60,000.00	20,474.41	39,525.59
Fees	2,200.00	20.91	2,179.09
Total Acct 424	62,200.00	20,495.32	41,704.68
Other Protection			
Contracted Services	0.00	68.38	(68.38)
Total Acct 428	0.00	68.38	(68.38)
Streets and Road Mntnc			
Repair and Maintenance Supplies (221 through 229)	100,000.00	714.55	99,285.45
Contracted Services	0.00	3,500.00	(3,500.00)
Street Sweeping			
Contracted Services	4,000.00	0.00	4,000.00
Tree Care			
Contracted Services	5,000.00	0.00	5,000.00
Ice and Snow Removal			
Operating Supplies (211 through 219)	17,000.00	30,277.65	(13,277.65)
Contracted Services	17,000.00	17,135.50	(135.50)
Tree Removal			
Contracted Services	15,000.00	0.00	15,000.00
Street Lighting			
Utility Services (381 through 389)	17,000.00	5,613.16	11,386.84
Total Acct 431	175,000.00	57,240.86	117,759.14
Recycle			
Contracted Services	20,400.00	6,624.00	13,776.00
Total Acct 433	20,400.00	6,624.00	13,776.00
Parks			
WAGES AND SALARIES (101 through 109)	25,200.00	5,161.40	20,038.60
Employer Contributions for Retirement: PERA	3,525.00	1,051.66	2,473.34
Contributions	0.00	246.40	(246.40)
Operating Supplies (211 through 219)	50.00	45.99	4.01
Operating Supplies: Pet Waste Bags	500.00	935.81	(435.81)
Repair and Maintenance Supplies (221 through 229)	3,025.00	1,070.00	1,955.00
Contracted Services	3,000.00	1,086.77	1,913.23
REPAIRS AND MAINTENANCE - CONTRACTUAL (401 through 409)	750.00	0.00	750.00
Medicare - Employee	1,800.00	0.00	1,800.00
Social Security Employer			

As on 12/31/2025

General Fund

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Disbursements:			
Utility Services (381 through 389)	400.00	0.00	400.00
Contracted Services-Lake Links Trail	2,000.00	0.00	2,000.00
Lawn Care - Maintenance			
Contracted Services	8,000.00	0.00	8,000.00
Total Acct 452	48,250.00	9,598.03	38,651.97
Water Resources			
Fees	1,150.00	1,148.28	1.72
Total Acct 461	1,150.00	1,148.28	1.72
MISCELLANEOUS			
Refunds and Reimbursements	0.00	135.00	(135.00)
Total Acct 490	0.00	135.00	(135.00)
Unallocated Expenditures			
Miscellaneous (431 through 499)	500.00	0.00	500.00
Escrow Refunds			
Refunds and Reimbursements	30,000.00	24,141.67	5,858.33
Total Acct 492	30,500.00	24,141.67	6,358.33
Utility Reimbursement			
OFFICE SUPPLIES (201 through 209)	600,000.00	0.00	600,000.00
Newsletter			
PROFESSIONAL SERVICES (301 through 319)	0.00	883.00	(883.00)
Total Acct 494	600,000.00	883.00	599,117.00
Total Disbursements	1,398,412.00	290,796.53	1,107,615.47
Other Financing Uses:			
Transfer To Enterprise Fund			
Interfund Transfers	12,614.00	0.00	12,614.00
Total Acct 493	12,614.00	0.00	12,614.00
Total Other Financing Uses	12,614.00	0.00	12,614.00
Beginning Cash Balance		971,134.88	
Total Receipts and Other Financing Sources		39,102.37	
Total Disbursements and Other Financing Uses		290,796.53	
Cash Balance as of 12/31/2025		719,440.72	

As on 12/31/2025

Special Rev Projects

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Receipts:			
Dock/Lift Permit Fee	0.00	14,000.00	14,000.00
Total Acct 322	<u>0.00</u>	<u>14,000.00</u>	<u>14,000.00</u>
Total Revenues	<u>0.00</u>	<u>14,000.00</u>	<u>14,000.00</u>
Other Financing Sources:			
Total Other Financing Sources	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Disbursements:			
Recreation			
Miscellaneous (431 through 499)	0.00	200.00	(200.00)
Community Events	0.00	3,000.00	(3,000.00)
Total Acct 451	<u>0.00</u>	<u>3,200.00</u>	<u>(3,200.00)</u>
Total Disbursements	<u>0.00</u>	<u>3,200.00</u>	<u>(3,200.00)</u>
Other Financing Uses:			
Total Other Financing Uses	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Beginning Cash Balance		21,023.05	
Total Receipts and Other Financing Sources		14,000.00	
Total Disbursements and Other Financing Uses		<u>3,200.00</u>	
Cash Balance as of 12/31/2025		31,823.05	

As on 12/31/2025

Capital Project PW

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Receipts:			
Total Revenues	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Other Financing Sources:			
Total Other Financing Sources	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Disbursements:			
Capital Project Engineering Expense			
PROFESSIONAL SERVICES (301 through 319)	<u>0.00</u>	<u>4,178.00</u>	<u>(4,178.00)</u>
Total Acct 419	<u>0.00</u>	<u>4,178.00</u>	<u>(4,178.00)</u>
Total Disbursements	<u>0.00</u>	<u>4,178.00</u>	<u>(4,178.00)</u>
Other Financing Uses:			
Total Other Financing Uses	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Beginning Cash Balance		(9,471.43)	
Total Receipts and Other Financing Sources		0.00	
Total Disbursements and Other Financing Uses		<u>4,178.00</u>	
Cash Balance as of 12/31/2025		(13,649.43)	

As on 12/31/2025

Water

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Receipts:			
Water Consumption	0.00	30,905.07	30,905.07
Water Utility User Fee	0.00	24,971.37	24,971.37
Water Main-break Surcharge	0.00	5.94	5.94
Special Water Charges	0.00	746.96	746.96
State Surcharge	0.00	1,319.61	1,319.61
Administrative Fee Move/Out	0.00	(1.21)	(1.21)
Lift Station Replacement	0.00	4,640.50	4,640.50
Penalties and Forfeited Discounts	0.00	261.44	261.44
Total Acct 371	0.00	62,849.68	62,849.68
Total Revenues	0.00	62,849.68	62,849.68
Other Financing Sources:			
Total Other Financing Sources	0.00	0.00	0.00
Disbursements:			
Financial Administration			
Contracted Services	0.00	4,293.12	(4,293.12)
Total Acct 415	0.00	4,293.12	(4,293.12)
Water Utility			
Repair and Maintenance Supplies (221 through 229)	0.00	312.69	(312.69)
Contracted Services	0.00	32,740.48	(32,740.48)
Utility Services (381 through 389)	0.00	42.81	(42.81)
Utility Services: Water	0.00	215.60	(215.60)
Fees	0.00	817.00	(817.00)
Wtr/Swr Emergency			
PROFESSIONAL SERVICES (301 through 319)	0.00	1,198.20	(1,198.20)
Contracted Services	0.00	10,250.30	(10,250.30)
Total Acct 494	0.00	45,577.08	(45,577.08)
Total Disbursements	0.00	49,870.20	(49,870.20)
Other Financing Uses:			
Total Other Financing Uses	0.00	0.00	0.00
Beginning Cash Balance		82,473.95	
Total Receipts and Other Financing Sources		62,849.68	
Total Disbursements and Other Financing Uses		49,870.20	
Cash Balance as of 12/31/2025		95,453.43	

As on 12/31/2025

Sewer	Budget	Actual	Variance
Receipts:			
Sewer Consumption	0.00	24,170.47	24,170.47
Sewer Minimum Charge	0.00	21,522.82	21,522.82
Penalties and Forfeited Discounts	0.00	220.55	220.55
Total Acct 372	0.00	45,913.84	45,913.84
Total Revenues	0.00	45,913.84	45,913.84
Other Financing Sources:			
Total Other Financing Sources	0.00	0.00	0.00
Disbursements:			
Office Operations Supplies	0.00	140.52	(140.52)
Operating Supplies (211 through 219)	0.00	140.52	(140.52)
Total Acct 419	0.00	140.52	(140.52)
Storm Drainage	0.00	400.00	(400.00)
REPAIRS AND MAINTENANCE - CONTRACTUAL (401 through 409)	0.00	400.00	(400.00)
Total Acct 431	0.00	400.00	(400.00)
Water Utility	0.00	87.82	(87.82)
Utility Services (381 through 389)	0.00	90.50	(90.50)
Utility Locates	0.00	90.50	(90.50)
Contracted Services	0.00	90.50	(90.50)
Sewer Utility	0.00	15,191.80	(15,191.80)
Sewer - Wastewater Charge	0.00	7,069.24	(7,069.24)
Contracted Services	0.00	667.37	(667.37)
Utility Services (381 through 389)	0.00	667.37	(667.37)
Sewer Engineering Expense	0.00	20,872.50	(20,872.50)
PROFESSIONAL SERVICES (301 through 319)	0.00	43,979.23	(43,979.23)
Total Acct 494	0.00	43,979.23	(43,979.23)
Total Disbursements	0.00	44,519.75	(44,519.75)
Other Financing Uses:			
Total Other Financing Uses	0.00	0.00	0.00
Beginning Cash Balance		41,815.03	
Total Receipts and Other Financing Sources		45,913.84	
Total Disbursements and Other Financing Uses		44,519.75	
Cash Balance as of 12/31/2025		43,209.12	

City of Birchwood Village

PMA Financial Network
2135 CityGate Lane
7th Floor
Naperville, IL 60563
Phone: 630-657-6400
Fax: 630-718-8701

Monthly Activity Summary

4/1/2025 - 4/30/2025

Class	Account	Beginning Balance	Contributions	Interest	Checks Paid	Other Withdrawals	Month End Balance
4M	35389 - 101 General Fund	\$846,051.78	\$70,809.25	\$3,074.00	(\$40,791.02)	(\$3,814.67)	\$875,329.34
4MP	35389 - 101 General Fund	\$61,441.53	\$0.00	\$218.00	\$0.00	\$0.00	\$61,659.53
LTD	35389 - 101 General Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		\$907,493.31	\$70,809.25	\$3,292.00	(\$40,791.02)	(\$3,814.67)	\$936,988.87

Please Note:
THE FUND WILL BE CLOSED MAY 26TH IN OBSERVANCE OF THE
MEMORIAL DAY HOLIDAY

Activity Summary (35389 - 101) General Fund

4/1/2025 - 4/30/2025

Investment Pool Summary		4M	4MP
Beginning Balance		\$846,051.78	\$61,441.53
Dividends		\$3,074.00	\$218.00
Purchases		\$70,809.25	\$0.00
Checks Paid		(\$40,791.02)	\$0.00
Other Redemptions		(\$3,814.67)	\$0.00
Ending Balance		\$875,329.34	\$61,659.53
Average Monthly Rate		4.288%	4.316%
Share Price		\$1.000	\$1.000
Total		\$875,329.34	\$61,659.53
Total Fixed Income			\$0.00
Account Total			\$936,988.87

City of Birchwood Village
Marsha Olson
207 Birchwood Ave
Birchwood, MN 55110



PMA Financial Network
2135 CityGate Lane, 7th Floor
Naperville, IL 60563

Your PMA Representative
Laura Hamacher
(612) 509-2563
lhamacher@pmanetwork.com

Transaction Activity (35389 - 101) General Fund

4M 4/1/2025 - 4/30/2025

Transaction	Trade Date	Settle Date	Description	Redemption	Purchase	Share Price	Shares this Transaction
2408716	04/01/2025	04/01/2025	US Bank Deposit Package Purchase	\$0.00	\$5,699.18	\$1.000	5,699.180
2409799	04/02/2025	04/02/2025	US Bank ACH Redemption, TECHIE DUDES	(\$384.06)	\$0.00	\$1.000	(384.060)
2410643	04/03/2025	04/04/2025	US Bank Checks Paid Redemption	(\$477.09)	\$0.00	\$1.000	(477.090)
2410644	04/04/2025	04/04/2025	US Bank Deposit Package Purchase	\$0.00	\$2,637.11	\$1.000	2,637.110
2411863	04/07/2025	04/07/2025	US Bank ACH Purchase, BIRCHWOOD	\$0.00	\$34,704.26	\$1.000	34,704.260
2413401	04/09/2025	04/10/2025	US Bank ACH Redemption, BIRCHWOOD	(\$213.13)	\$0.00	\$1.000	(213.130)
2413761	04/10/2025	04/10/2025	US Bank ACH Purchase, MN State-MIMB	\$0.00	\$313.29	\$1.000	313.290
2413762	04/10/2025	04/10/2025	US Bank ACH Purchase, INTELLIPAY	\$0.00	\$60.00	\$1.000	60.000
2414020	04/10/2025	04/11/2025	US Bank Checks Paid Redemption	(\$3,709.55)	\$0.00	\$1.000	(3,709.550)
2414021	04/11/2025	04/11/2025	US Bank Deposit Package Purchase	\$0.00	\$5,425.46	\$1.000	5,425.460
2414415	04/11/2025	04/11/2025	US Bank ACH Redemption, MN PERA	(\$499.75)	\$0.00	\$1.000	(499.750)
2414416	04/11/2025	04/11/2025	US Bank ACH Purchase, INTELLIPAY	\$0.00	\$151.00	\$1.000	151.000
2414417	04/11/2025	04/11/2025	US Bank ACH Purchase, TSYS/TRANSFIRST	\$0.00	\$303.96	\$1.000	303.960
2414684	04/11/2025	04/14/2025	US Bank Checks Paid Redemption	(\$2,500.00)	\$0.00	\$1.000	(2,500.000)
2415541	04/14/2025	04/15/2025	US Bank Checks Paid Redemption	(\$1,364.20)	\$0.00	\$1.000	(1,364.200)
2415542	04/14/2025	04/15/2025	US Bank Checks Paid Redemption	(\$1,700.00)	\$0.00	\$1.000	(1,700.000)
2415703	04/15/2025	04/15/2025	US Bank ACH Redemption, TECHIE DUDES	(\$207.05)	\$0.00	\$1.000	(207.050)
2416139	04/15/2025	04/16/2025	US Bank ACH Redemption, IRS	(\$1,324.38)	\$0.00	\$1.000	(1,324.380)
2416140	04/15/2025	04/16/2025	US Bank ACH Redemption, MN DEPT OF REVEN	(\$184.90)	\$0.00	\$1.000	(184.900)
2416141	04/15/2025	04/16/2025	US Bank ACH Redemption, MN Dept of Labor	(\$5.23)	\$0.00	\$1.000	(5.230)
2416142	04/15/2025	04/16/2025	US Bank Checks Paid Redemption	(\$751.00)	\$0.00	\$1.000	(751.000)
2416143	04/15/2025	04/16/2025	US Bank ACH Purchase, INTELLIPAY	\$0.00	\$444.81	\$1.000	444.810
2416756	04/16/2025	04/17/2025	US Bank Checks Paid Redemption	(\$6,596.12)	\$0.00	\$1.000	(6,596.120)
2416757	04/16/2025	04/17/2025	US Bank Checks Paid Redemption	(\$151.21)	\$0.00	\$1.000	(151.210)

Transaction	Trade Date	Settle Date	Description	Redemption	Purchase	Share Price	Shares this Transaction
2417118	04/17/2025	04/17/2025	US Bank ACH Purchase, MN DEPT OF REVEN	\$0.00	\$439.89	\$1.000	439.890
2417357	04/17/2025	04/21/2025	US Bank Checks Paid Redemption	(\$15,193.63)	\$0.00	\$1.000	(15,193.630)
2417358	04/21/2025	04/21/2025	US Bank Deposit Package Purchase	\$0.00	\$16,436.00	\$1.000	16,436.000
2417359	04/21/2025	04/21/2025	US Bank Deposit Package Purchase	\$0.00	\$2,141.66	\$1.000	2,141.660
2418516	04/21/2025	04/21/2025	US Bank ACH Redemption, XCEL ENERGY-MN	(\$10.84)	\$0.00	\$1.000	(10.840)
2418517	04/21/2025	04/21/2025	US Bank ACH Redemption, XCEL ENERGY-MN	(\$29.84)	\$0.00	\$1.000	(29.840)
2418884	04/21/2025	04/22/2025	US Bank Checks Paid Redemption	(\$794.32)	\$0.00	\$1.000	(794.320)
2419209	04/22/2025	04/22/2025	US Bank ACH Purchase, TSYS/TRANSFIRST	\$0.00	\$258.75	\$1.000	258.750
11325031	04/21/2025	04/22/2025	Bank ACH Redemption, XCEL ENERGY-MN	(\$29.84)	\$0.00	\$1.000	(29.840)
2419453	04/22/2025	04/23/2025	US Bank Checks Paid Redemption	(\$1,548.28)	\$0.00	\$1.000	(1,548.280)
2419814	04/23/2025	04/23/2025	US Bank ACH Redemption, ATT	(\$53.75)	\$0.00	\$1.000	(53.750)
2420395	04/24/2025	04/24/2025	US Bank ACH Purchase, TSYS/TRANSFIRST	\$0.00	\$596.51	\$1.000	596.510
2420620	04/25/2025	04/25/2025	US Bank Deposit Package Purchase	\$0.00	\$1,197.37	\$1.000	1,197.370
2420968	04/25/2025	04/25/2025	US Bank ACH Redemption, MN PERA	(\$634.25)	\$0.00	\$1.000	(634.250)
2421208	04/25/2025	04/28/2025	US Bank Checks Paid Redemption	(\$4,520.72)	\$0.00	\$1.000	(4,520.720)
2421739	04/28/2025	04/28/2025	US Bank ACH Redemption, QUANTUM FIBER	(\$50.00)	\$0.00	\$1.000	(50.000)
2422067	04/28/2025	04/29/2025	US Bank Checks Paid Redemption	(\$1,484.90)	\$0.00	\$1.000	(1,484.900)
2422068	04/28/2025	04/29/2025	US Bank Deposit Item Return Redemption	(\$187.65)	\$0.00	\$1.000	(187.650)
11339858	04/30/2025	04/30/2025	Dividend Reinvest	\$0.00	\$3,074.00	\$1.000	3,074.000
				(\$44,605.69)	\$73,883.25		29,277.560

Beginning Balance: \$846,051.78 | Ending Balance: \$875,329.34

Transaction Activity (35389 - 101) General Fund

4MP 4/1/2025 - 4/30/2025

Transaction	Trade Date	Settle Date	Description	Redemption	Purchase	Share Price	Shares this Transaction
11339863	04/30/2025	04/30/2025	Dividend Reinvest	\$0.00	\$218.00	\$1.000	218.000
				\$0.00	\$218.00		218.000

Beginning Balance: \$61,441.53 | Ending Balance: \$61,659.53

4/30/2025

Current Portfolio

Type	Code	Holding Id	Trade Date	Settle Date	Maturity Date	Description	Cost	Rate	NAV	Face/Par	Market Value
4M				04/30/2025		4M Account Balance	\$875,329.34	4.288%	\$1.000	\$875,329.34	\$875,329.34
4MP				04/30/2025		4MP Account Balance	\$61,659.53	4.316%	\$1.000	\$61,659.53	\$61,659.53
							\$936,988.87			\$936,988.87	\$936,988.87

Time and Dollar Weighted Average Portfolio Yield: n/a

Weighted Average Portfolio Maturity: n/a

Note: Weighted Yield & Weighted Average Portfolio Maturity are calculated using "Market Value" and are only based on the fixed rate investments.

Portfolio Summary

Type	Allocation (%)	Allocation (\$)	Description
4M	93.419%	\$875,329.34	4M Account
4MP	6.581%	\$61,659.53	4MP Account

Index

Cost is comprised of the total amount you paid for the investment including any fees and commissions.

Rate is the average monthly rate for liquid investments or the rate on the last business day of the month for SDA investments or the yield to maturity or yield to worst for fixed term investments.

Face/Par is the amount received at maturity for fixed rate investments.

Market Value reflects the market value as reported by an independent third-party pricing service. Certificates of Deposit and other assets for which market pricing is not readily available from a third-party pricing service are listed at "Cost".

4M MONTHLY STATEMENT DISCLAIMER

4M and 4M Plus Activity Summary

This section shows all of the activity in the 4M and 4M Plus shares. The Average Rate represents the average net interest rate over the previous month which is then annualized. Income Summary represents the interest earned for the Month and Fiscal Year to Date.

Information regarding the 4M Fund investment objectives, risks, charges and expenses can be found in the 4M Fund Information Statement, which can be obtained at www.4MFund.com or by calling PMA at the phone number listed.

An investment in 4M and 4M Plus is not insured or guaranteed by the FDIC or any other governmental agency. Although the 4M and 4M Plus seek to maintain a stable value of \$1.00 per share, it is possible to lose money by investing in the 4M and 4M Plus.

Securities and municipal advisory brokerage services (investments purchased with proceeds from a municipal securities issuance), and investments cleared through our clearing firm, Pershing LLC, are offered through PMA Securities, LLC, a broker-dealer and municipal advisor registered with the SEC and MSRB, and a member of FINRA and SIPC. All other products and brokerage services are generally provided by PMA Financial Network, LLC. Thus, certificates of deposit ("CD"), savings deposit accounts ("CP") may be executed through either PMA entity, as applicable, depending on whether the investment was purchased with proceeds derived from municipal securities. PMA Securities, LLC and PMA Financial Network, LLC are operated under common ownership and are affiliated with PMA Asset Management, LLC.

Fixed Rate Investment Activity

This section shows all of the fixed term investments purchased and sold, maturities, interest received, and activity. This will include all CD, SDA, CP, securities and money market funds purchased through PMA Financial Network, LLC or PMA Securities, LLC as applicable. It also shows the approximate market value of each security whose price is obtained from an independent source believed to be reliable. However, PMA cannot guarantee their accuracy. This data is provided for informational purposes only. Listed values should not be interpreted as an offer to buy or sell at a specific price. CD's and CP are listed at their original cost. Redemption of a CD prior to maturity may result in early withdrawal penalties. Market values are based on the last day of the month for which this report date range is ending. If the run date of this report is prior to the end of the current month, the market values are listed as equivalent to the cost values.

Money Market Fund

The Rate shown for the money market fund represents the average net interest rate over the previous month which is then annualized. Information regarding the money market fund's investment objectives, risks, charges and expenses can be found in the money market fund's prospectus, which can be obtained by calling PMA at the phone numbers listed. The performance data featured represents past performance, which is no guarantee of future results. Investment returns will fluctuate. Current performance may be higher or lower than the performance data quoted. Please call PMA for the most recent performance figures.

The performance data featured represents past performance, which is no guarantee of future results. Investment returns will fluctuate. Current performance may be higher or lower than the performance data quoted. Please call PMA for the most recent performance figures.

Additional Disclosures

All funds, and/or securities are located and safe kept in an account under the client's name at their custodial bank. Any certificates of deposit listed are located in the client's name at the respective bank. Any money market fund shares are held directly with the money market fund. It is recommended that any oral communications be re-confirmed in writing to further protect your rights, including rights under the Securities Investor Protection Act.

Debt Securities

Some debt securities are subject to redemption prior to maturity. In the event of a partial or whole call of a security, the securities call will be automatically selected on a random basis as is customary in the securities industry. The probability that your securities will be selected is proportional to the amount of your holdings relative to the total holdings. Redemption prior to maturity could affect the yield represented. Additional information is available upon request.

A financial statement of PMA Securities, LLC is available for inspection at its office or a copy will be mailed to you upon written request.

PLEASE ADVISE PMA AND OUR CLEARING FIRM, PERSHING LLC, IMMEDIATELY OF ANY INACCURACY OR DISCREPANCY ON YOUR STATEMENT. FOR A CHANGE OF ADDRESS OR QUESTIONS REGARDING YOUR ACCOUNT, PLEASE NOTIFY YOUR PMA REPRESENTATIVE. ANY ORAL COMMUNICATIONS SHOULD BE RE-CONFIRMED IN WRITING.

How to Contact PMA

Please call (630) 657-6400 or write to us at PMA, 2135 CityGate Lane, 7th Floor, Naperville, Illinois 60563.

How to Contact Pershing, LLC

Please call (201) 413-3330 or write to Pershing, LLC, One Pershing Plaza, Jersey City, New Jersey, 07399

In accordance with FINRA Rule 2267, PMA Securities, LLC is providing the following information in the event you wish to contact FINRA. You may call (301) 590-6500 or write to FINRA at 1735 K Street NW, Washington, D.C. 20006-1500. In addition to the public disclosure number (800) 289-9999, FINRA provides an investor brochure which describes their Public Disclosure Program. Additional information is also available at www.finra.org.

Claims History

City of Birchwood Village

Date Range : 4/1/2025 To 4/30/2025

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Check #</u>	<u>Approved</u>	<u>Total</u>	<u>Account #</u>	<u>Detail</u>
04/01/2025	Techie Dudes	Managed Services, Ninja Backup, Microsoft Email Docking Station for TB Desktop	7453*	eft04012025	Yes	\$384.06	100-41955-314	\$384.06
04/09/2025	Techie Dudes		7455*	eft04092025	Yes	\$207.05	100-41955-314	\$207.05
04/10/2025	PERA	Retirement funds-PR 03/23/25-04/5/25, tb, jr, \$6.59 Catchup from past PR	7447*	EFT041425A	Yes	\$499.75	100-41401-121	\$403.20
04/10/2025	Winter, Barton	***VOID\$492.81***Reimbursement for Hockey Net Purchase at Tighe	7445*	33438	Yes	\$0.00	100-45207-121	\$89.96
04/10/2025	Winter, Barton	50% Reimbursement for Hockey Net for Tighe	7446*	33441	Yes	\$246.40	100-45207-210	\$246.40
04/14/2025	IRS - US Treasury	Federal Taxes - Q1 2025 -March Payment	7448	EFT041425B	Yes	\$1,324.38	100-41401-100	\$168.10
04/14/2025	MN Department of Labor and Industry	Building Permit Surcharge - Q1-2025	7450	EFT041425D	Yes	\$5.23	100-42401-437	\$5.23
04/14/2025	MN Department of Revenue	MN State Tax eFiling - 2025 Q1-March 2025 pymt	7449	EFT041425C	Yes	\$253.69	100-41401-115	\$239.98
04/15/2025	Minnesota Pollution Control Agency	Part 1 MS4 App-Stormwater prevention permit application MS4	7451*	33442	Yes	\$400.00	605-43150-400	\$400.00
04/17/2025	Xcel 2335-4	Electricity 2/19-3/20	7457*	eft04172025a	Yes	\$10.84	601-49415-380	\$10.84
04/17/2025	Xcel 4094-1	Gas Service 2/21-3/21	7459*	eft04172025c	Yes	\$29.84	605-49415-380	\$29.84
04/17/2025	Xcel 9369-0	200 Wildwood Lift Station 407 Lake Lift Station 2/21-3/21	7458*	eft04172025b	Yes	\$29.84	605-49465-380	\$29.84
04/22/2025	A T & T Mobility	Wireless for water tower-4/1-5/1	7456*	eft04022025	Yes	\$53.75	601-49415-382	\$53.75
04/24/2025	PERA	Retirement funds-PR 04/06/25-04/19/25, tb, mo, jr	7452*	eft04242025-A	Yes	\$634.25	100-41401-121	\$524.00
04/26/2025	Quantum Fiber	Internet Service Fee	7454*	eft04262025	Yes	\$50.00	100-41955-314	\$110.25
04/30/2025	Anyday Now/ Tom Lutmer	Music in the Park- June 29	7478*	33461	Yes	\$300.00	210-45101-440	\$300.00

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Check #</u>	<u>Approved</u>	<u>Total</u>	<u>Account #</u>	<u>Detail</u>
04/30/2025	Artrio/Maas, Ellen	Music in the Park - July 20	7480*	33463	Yes	\$300.00	210-45101-440	\$300.00
04/30/2025	Bolton & Menk, Inc.	Council Meeting, Misc Eng Services	7464*	33449	Yes	\$1,372.50	100-41925-300	\$300.00
							100-41925-300	\$1,072.50
04/30/2025	Bolton & Menk, Inc.	Lift Station Review, Design and Project Eng	7465*	33450	Yes	\$3,803.50	605-49485-300	\$2,269.00
							605-49485-300	\$1,534.50
04/30/2025	BrightView Landscapes, LLC.	Plow and Deice 4/1/25	7463*	33448	Yes	\$2,908.00	100-43125-314	\$1,638.00
							100-43125-210	\$1,270.00
04/30/2025	City of White Bear Lake	Quarterly Water Billing 12/18/2024-3/18/2025	7466*	33451	Yes	\$11,669.19	601-49415-314	\$11,669.19
04/30/2025	CivicPlus LLC	Permitting Software, Annual maint/support,	7468*	33453	Yes	\$2,205.00	100-41940-320	\$2,205.00
04/30/2025	Companion Animal Control LLC	Animal Control Services - Mar & April	7467*	33452	Yes	\$290.00	100-41916-314	\$145.00
							100-41916-314	\$145.00
04/30/2025	Core & Main	Water Main Supplies Purchased By Manship	7469*	33454	Yes	\$68.04	601-49415-220	\$68.04
04/30/2025	Earl F. Andersen	20 MPH Signs, Hardware and Posts	7470*	33455	Yes	\$714.55	100-43101-220	\$714.55
04/30/2025	Fabulous Fairlanes/John Barrett	Music in The Park - August 24	7484*	33467	Yes	\$300.00	210-45101-440	\$300.00
04/30/2025	Folk Revival-c/o David Swanson	Music in the Park - June 22	7477*	33460	Yes	\$300.00	210-45101-440	\$300.00
04/30/2025	Gopher State One Call	Mar 14 Tickets	7471*	33456	Yes	\$18.90	605-49455-314	\$18.90
04/30/2025	H.A. Kantrud, P.A.	Attorney Fees for April	7461*	33446	Yes	\$2,500.00	100-41601-300	\$2,500.00
04/30/2025	Harmonic Relief/Robert Gestner	Music in The Park July 13	7479*	33462	Yes	\$300.00	210-45101-440	\$300.00
04/30/2025	Jennifer Eckes	Music In The Park - Aug 10	7482*	33465	Yes	\$300.00	210-45101-440	\$300.00
04/30/2025	John Wikstrom	April City Planner Fees-Plus catchup pay from last month	7462*	33447	Yes	\$1,600.00	100-41925-300	\$1,600.00
04/30/2025	Legacy Celtic Music LLC	Music in the Park - August 17	7483*	33466	Yes	\$300.00	210-45101-440	\$300.00
04/30/2025	LRS Portables, LLC	April Portable Potty	7474*	33457	Yes	\$174.00	100-45207-314	\$174.00
04/30/2025	Manship Plumbing & Heating Inc	Sewer/Water-mar Retain, 16 Locates, Hydrant Maintenance, Bacteria Testing	7485*	33468	Yes	\$3,860.00	601-49415-314	\$800.00

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Check #</u>	<u>Approved</u>	<u>Total</u>	<u>Account #</u>	<u>Detail</u>
04/30/2025	Menards - Maplewood	All Office Supplies	7488*	33471	Yes	\$98.56	100-41940-400	\$98.56
04/30/2025	Metropolitan Council - Env. Service	April Waste Water Services	7487*	33470	Yes	\$5,131.86	605-49465-217	\$5,131.86
04/30/2025	Mike McPhillips Inc	Street Sweeping Spring	7486*	33469	Yes	\$3,500.00	100-43101-314	\$3,500.00
04/30/2025	Northeast Youth & Family Services	Partnership - 2025 Service Contract	7489*	33472	Yes	\$2,125.77	100-41905-438	\$2,125.77
04/30/2025	Press Publications	Ref 829406-legal PH-Ord 2025-01-01, 3/20, Prop Assess 830949-830362 for 4/8 & 4/10	7490*	33473	Yes	\$370.35	100-41130-351	\$66.00
04/30/2025	Riff Rangers/ Dale Dahlquist	Music in the Park- June 15th	7476*	33459	Yes	\$300.00	100-41130-351	\$304.35
04/30/2025	Rydeen, Jim	Reimbursement for Paper Supplies for City Hall	7491*	33474	Yes	\$122.14	210-45101-440	\$300.00
04/30/2025	Scottie Miller	Music in the Park- Aug 3	7481*	33464	Yes	\$300.00	100-41911-220	\$122.14
04/30/2025	Stoltzman, Cris	Videography - Council Mtg--4/8 & Infrastructure 5/5--total 8 hours	7499*	33482	Yes	\$220.48	210-45101-440	\$300.00
04/30/2025	Sweet Rhubarb / Priscilla Thomas	Music in the Park-June 8	7475*	33458	Yes	\$300.00	100-41950-314	\$220.48
04/30/2025	Tennis Sanitation, LLC	Recycling for Serv: mar - april 2025	7492*	33475	Yes	\$3,312.00	210-45101-440	\$300.00
04/30/2025	Therese Bellinger	Off Supply- Stamps, Handrail, Tennis Crt Nets, Fax Exp to Send Docs	7497*	33480	Yes	\$890.48	100-43300-314	\$3,312.00
04/30/2025	Tofte, Brenda	Refund for Overpayment On Dog License	7496*	33479	Yes	\$45.00	100-41911-200	\$410.58
04/30/2025	Toshiba America Business Solutions	April Monthly Usage Allowance	7494*	33477	Yes	\$10.62	100-45207-400	\$479.90
04/30/2025	Tracy Printing, Inc.	Green Utility Return Envelopes	7495*	33478	Yes	\$222.00	100-49001-810	\$45.00
04/30/2025	TSE, Inc. Work Account	Janitorial Services - 4/3 4/17	7493*	33476	Yes	\$60.08	100-41911-314	\$10.62
						\$60.08	100-41940-314	\$222.00
							100-41940-314	\$30.04
								\$30.04

Claims History

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Check #</u>	<u>Approved</u>	<u>Total</u>	<u>Account #</u>	<u>Detail</u>
04/30/2025	Washington County - Property & Tax	2025 Special Assessment Billing	7500*	33483	Yes	\$36.00	100-41550-314	\$36.00
04/30/2025	Water Conservation Service Inc.	Water Main Leak Detection 3980 E Cty Line	7503*	33486	Yes	\$382.60	601-49425-300	\$382.60
04/30/2025	White Bear Lake Fireworks Fund	Annual Contribution - 2025	7501*	33484	Yes	\$200.00	210-45101-430	\$200.00
04/30/2025	White Bear Rental	Roller for Tighe	7498*	33481	Yes	\$46.87	100-45207-400	\$46.87
04/30/2025	White Bear Township	March Maintenance--Serv on dates 3/13,3/17,3/21,3/26--and Kodiak Charges	7502*	33485	Yes	\$6,306.97	605-49465-314	\$6,306.97
04/30/2025	Xcel 2307-8	Street Lighting Charges	7460*	eft04302025	Yes	\$1,440.41	100-43160-380	\$1,440.41
Total For Selected Claims						\$63,327.76		

**City of Birchwood Village
May 13th, 2025 City Council Meeting
CLAIMS LIST APPROVAL SHEET**

5/7/2025

Claims Total \$ 63,327.76

Number of Checks	62
Check Voids	

Signature Approvals

<u>Jennifer Arseneault, Mayor</u>	<u>Date</u>
<u>Ryan Eisele, City Council</u>	<u>Date</u>
<u>Ryan Hankins, City Council</u>	<u>Date</u>
<u>Bridget Sperl, City Council</u>	<u>Date</u>
<u>Katherine Weier, City Council</u>	<u>Date</u>

Interim Financial Report - Monthly Analysis

City of Birchwood Village

As on 12/31/2025

General Fund

Account Name	Acct No	Budget	Year to Date	Balance	% of Budget	January/ July	February/ August	March/ September	April/ October	May/ November	June/ December
Receipts:											
General Property Taxes (31001 through 31299)	31001	618,134.00	8,916.80	609,217.20	1.4	8,916.80	0.00	0.00	0.00	0.00	0.00
Total Acct 310		618,134.00	8,916.80	609,217.20	1.4	8,916.80	0.00	0.00	0.00	0.00	0.00
LICENSES AND PERMITS											
	32001	500.00	30.00	470.00	6.0	0.00	30.00	0.00	0.00	0.00	0.00
Total Acct 320		500.00	30.00	470.00	6.0	0.00	30.00	0.00	0.00	0.00	0.00
Building Permits											
	32211	90,000.00	4,535.71	85,464.29	5.0	1,560.06	696.30	373.32	1,906.03	0.00	0.00
Kayak/Canoe Permits											
	32212	1,700.00	1,220.00	480.00	71.8	0.00	35.00	1,045.00	140.00	0.00	0.00
Zoning Permits											
	32214	300.00	60.00	240.00	20.0	0.00	0.00	0.00	60.00	0.00	0.00
Animal Licenses											
	32240	100.00	1,575.00	(1,475.00)	1,575.0	0.00	1,260.00	180.00	135.00	0.00	0.00
Total Acct 322		92,100.00	7,390.71	84,709.29	8.0	1,560.06	1,991.30	1,598.32	2,241.03	0.00	0.00
Federal Grants and Aids											
	33101	3,192.00	0.00	3,192.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 331		3,192.00	0.00	3,192.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
State Grants and Aid											
	33422	603,000.00	0.00	603,000.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 334		603,000.00	0.00	603,000.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
CHARGES FOR SERVICES											
	34001	0.00	850.00	(850.00)	0.0	0.00	0.00	850.00	0.00	0.00	0.00
Total Acct 340		0.00	850.00	(850.00)	0.0	0.00	0.00	850.00	0.00	0.00	0.00
City/Town Hall Rent											
	34101	400.00	195.00	205.00	48.8	145.00	25.00	25.00	0.00	0.00	0.00
Total Acct 341		400.00	195.00	205.00	48.8	145.00	25.00	25.00	0.00	0.00	0.00
Court Fines											
	35101	950.00	1,156.48	(206.48)	121.7	173.33	196.64	33.33	753.18	0.00	0.00
Total Acct 351		950.00	1,156.48	(206.48)	121.7	173.33	196.64	33.33	753.18	0.00	0.00
Miscellaneous											
	36140	0.00	31.00	(31.00)	0.0	0.00	0.00	31.00	0.00	0.00	0.00

As on 12/31/2025

General Fund

Account Name	Acct No	Budget	Year to Date	Balance	% of Budget	January/ July	February/ August	March/ September	April/ October	May/ November	June/ December
Receipts:											
Total Acct 361		0.00	31.00	(31.00)	0.0	0.00	0.00	31.00	0.00	0.00	0.00
MISCELLANEOUS REVENUES	36200	0.00	2,000.00	(2,000.00)	0.0	0.00	0.00	0.00	2,000.00	0.00	0.00
Interest Earning	36210	48,000.00	14,897.97	33,102.03	31.0	4,347.85	3,642.34	3,615.78	3,292.00	0.00	0.00
Contributions and Donations from Private Sources	36230	250.00	50.00	200.00	20.0	0.00	0.00	40.00	10.00	0.00	0.00
Refund-Reimbursement-Dividend	36240	9,500.00	584.41	8,915.59	6.2	408.00	0.00	176.41	0.00	0.00	0.00
Escrow Deposits	36245	35,000.00	3,000.00	32,000.00	8.6	0.00	3,000.00	0.00	0.00	0.00	0.00
Total Acct 362		92,750.00	20,532.38	72,217.62	22.1	4,755.85	6,642.34	3,832.19	5,302.00	0.00	0.00
Total Receipts		1,411,026.00	39,102.37	1,371,923.63	2.8	15,551.04	8,885.28	6,369.84	8,296.21	0.00	0.00

5/7/2025

Interim Financial Report - Monthly Analysis

City of Birchwood Village

As on 12/31/2025

General Fund

Account Name	Acct No	Budget	Year to Date	Balance	% of Budget	January/ July	February/ August	March/ September	April/ October	May/ November	June/ December
Disbursements:											
Ordinances and Proceedings	41130	2,000.00	731.04	1,268.96	36.6	0.00	360.69	0.00	370.35	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 411		2,000.00	731.04	1,268.96	36.6	0.00	360.69	0.00	370.35	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Mayor	41310	9,180.00	380.00	8,800.00	4.1	0.00	380.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 413		9,180.00	380.00	8,800.00	4.1	0.00	380.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Clerk - Treasurer	41401	165,300.00	42,446.94	122,853.06	25.7	12,098.80	13,441.91	9,659.44	7,246.79	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Elections	41410	1,500.00	0.00	1,500.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 414		166,800.00	42,446.94	124,353.06	25.5	12,098.80	13,441.91	9,659.44	7,246.79	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Assessing	41550	6,700.00	6,103.00	597.00	91.1	0.00	6,067.00	0.00	36.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 415		6,700.00	6,103.00	597.00	91.1	0.00	6,067.00	0.00	36.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Legal Services	41601	34,000.00	14,500.00	19,500.00	42.6	4,500.00	5,000.00	2,500.00	2,500.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 416		34,000.00	14,500.00	19,500.00	42.7	4,500.00	5,000.00	2,500.00	2,500.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00

Interim Financial Report - Monthly Analysis

City of Birchwood Village

As on 12/31/2025

General Fund

Account Name	Acct No	Budget	Year to Date	Balance	% of Budget	January/ July	February/ August	March/ September	April/ October	May/ November	June/ December
Disbursements:											
Grants	41905	2,100.00	2,125.77	(25.77)	101.2	0.00	0.00	0.00	2,125.77	0.00	0.00
Planning and Zoning	41910	22,500.00	0.00	22,500.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
Office Operations Supplies	41911	0.00	3,453.42	(3,453.42)	0.0	222.87	1,919.67	545.54	765.34	0.00	0.00
City Training and Development	41914	3,250.00	0.00	3,250.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
Animal Control	41916	1,200.00	683.00	517.00	56.9	0.00	248.00	145.00	290.00	0.00	0.00
Software Expense	41921	2,100.00	0.00	2,100.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
General Fund Engineering Expense	41925	14,500.00	15,575.50	(1,075.50)	107.4	1,600.00	8,838.00	2,165.00	2,972.50	0.00	0.00
General Government Buildings and Plant	41940	14,800.00	2,642.77	12,157.23	17.9	0.00	120.16	158.97	2,363.64	0.00	0.00
City Insurance	41945	17,300.00	0.00	17,300.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
Cable Eqpmnt and Service	41950	1,750.00	1,377.78	372.22	78.7	0.00	646.46	510.84	220.48	0.00	0.00
Phone/IT	41955	0.00	1,776.49	(1,776.49)	0.0	50.00	408.28	677.10	641.11	0.00	0.00
Total Acct 419		79,500.00	27,634.73	51,865.27	34.8	1,872.87	12,180.57	4,202.45	9,378.84	0.00	0.00
Police	42101	97,645.00	48,674.78	48,970.22	49.8	0.00	48,674.78	0.00	0.00	0.00	0.00
Total Acct 421		97,645.00	48,674.78	48,970.22	49.9	0.00	48,674.78	0.00	0.00	0.00	0.00
Fire	42201	65,087.00	29,991.50	35,095.50	46.1	14,995.75	0.00	14,995.75	0.00	0.00	0.00
Total Acct 422		65,087.00	29,991.50	35,095.50	46.1	14,995.75	0.00	14,995.75	0.00	0.00	0.00
Building Inspections Administration	42401	62,200.00	20,495.32	41,704.68	33.0	15.68	20,474.41	0.00	5.23	0.00	0.00
Total Acct 424		62,200.00	20,495.32	41,704.68	33.0	15.68	20,474.41	0.00	5.23	0.00	0.00
Other Protection	42801	0.00	68.38	(68.38)	0.0	0.00	68.38	0.00	0.00	0.00	0.00
Total Acct 428		0.00	68.38	(68.38)	0.0	0.00	68.38	0.00	0.00	0.00	0.00

5/7/2025

Interim Financial Report - Monthly Analysis

City of Birchwood Village

As on 12/31/2025

General Fund

Account Name	Acct No	Budget	Year to Date	Balance	% of Budget	January/ July	February/ August	March/ September	April/ October	May/ November	June/ December
Disbursements:											
Streets and Road Mntnc	43101	100,000.00	4,214.55	95,785.45	4.2	0.00	0.00	0.00	4,214.55	0.00	0.00
Street Sweeping	43103	4,000.00	0.00	4,000.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
Tree Care	43104	5,000.00	0.00	5,000.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
Ice and Snow Removal	43125	34,000.00	47,413.15	(13,413.15)	139.5	1,425.00	36,494.65	6,585.50	2,908.00	0.00	0.00
Tree Removal	43135	15,000.00	0.00	15,000.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
Street Lighting	43160	17,000.00	5,613.16	11,386.84	33.0	0.00	1,283.08	2,889.67	1,440.41	0.00	0.00
Total Acct 431		175,000.00	57,240.86	117,759.14	32.7	1,425.00	37,777.73	9,475.17	8,562.96	0.00	0.00
Recycle	43300	20,400.00	6,624.00	13,776.00	32.5	0.00	0.00	3,312.00	3,312.00	0.00	0.00
Total Acct 433		20,400.00	6,624.00	13,776.00	32.5	0.00	0.00	3,312.00	3,312.00	0.00	0.00
Parks	45207	40,250.00	9,598.03	30,651.97	23.8	2,443.34	2,771.71	1,511.98	2,921.00	0.00	0.00
Lawn Care - Maintenance	45208	8,000.00	0.00	8,000.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 452		48,250.00	9,598.03	38,651.97	19.9	2,443.34	2,771.71	1,511.98	2,921.00	0.00	0.00
Water Resources	46101	1,150.00	1,148.28	1.72	99.9	0.00	0.00	1,148.28	0.00	0.00	0.00
Total Acct 461		1,150.00	1,148.28	1.72	99.9	0.00	0.00	1,148.28	0.00	0.00	0.00
MISCELLANEOUS	49001	0.00	135.00	(135.00)	0.0	0.00	0.00	90.00	45.00	0.00	0.00
Total Acct 490		0.00	135.00	(135.00)	0.0	0.00	0.00	90.00	45.00	0.00	0.00
Unallocated Expenditures	49201	500.00	0.00	500.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
Escrow Refunds	49250	30,000.00	24,141.67	5,858.33	80.5	0.00	24,141.67	0.00	0.00	0.00	0.00
Total Acct 492		30,500.00	24,141.67	6,358.33	79.2	0.00	24,141.67	0.00	0.00	0.00	0.00

Interim Financial Report - Monthly Analysis

City of Birchwood Village

As on 12/31/2025

General Fund

Account Name	Acct No	Budget	Year to Date	Balance	% of Budget	January/ July	February/ August	March/ September	April/ October	May/ November	June/ December
Disbursements:											
Transfer To Enterprise Fund	49365	12,614.00	0.00	12,614.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 493		12,614.00	0.00	12,614.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
Utility Reimbursement	49405	600,000.00	0.00	600,000.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
Newsletter	49435	0.00	883.00	(883.00)	0.0	0.00	883.00	0.00	0.00	0.00	0.00
Total Acct 494		600,000.00	883.00	599,117.00	0.2	0.00	883.00	0.00	0.00	0.00	0.00
Total Disbursements		1,411,026.00	290,796.53	1,120,229.47	20.6	37,351.44	172,171.85	46,895.07	34,378.17	0.00	0.00

5/7/2025

Interim Financial Report - Monthly Analysis

City of Birchwood Village

As on 12/31/2025

Special Rev Projects

Account Name	Acct No	Budget	Year to Date	Balance	% of Budget	January/ July	February/ August	March/ September	April/ October	May/ November	June/ December
Receipts:											
Dock/Lift Permit Fee	32260	0.00	14,000.00	(14,000.00)	0.0	0.00	0.00	0.00	14,000.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 322		0.00	14,000.00	(14,000.00)	0.0	0.00	0.00	0.00	14,000.00	0.00	0.00
Total Receipts		0.00	14,000.00	(14,000.00)	0.0	0.00	0.00	0.00	14,000.00	0.00	0.00
Disbursements:											
Recreation	45101	0.00	3,200.00	(3,200.00)	0.0	0.00	0.00	0.00	3,200.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 451		0.00	3,200.00	(3,200.00)	0.0	0.00	0.00	0.00	3,200.00	0.00	0.00
Total Disbursements		0.00	3,200.00	(3,200.00)	0.0	0.00	0.00	0.00	3,200.00	0.00	0.00

Interim Financial Report - Monthly Analysis

City of Birchwood Village

As on 12/31/2025

Capital Project PW

Account Name	Acct No	Budget	Year to Date	Balance	% of Budget	January/ July	February/ August	March/ September	April/ October	May/ November	June/ December
Receipts:											
Total Receipts		0.00	0.00	0.00	0.0	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00
Disbursements:											
Capital Project Engineering	41935	0.00	4,178.00	(4,178.00)	0.0	0.00 0.00	4,178.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00
Expense											
Total Acct 419		0.00	4,178.00	(4,178.00)	0.0	0.00 0.00	4,178.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00
Total Disbursements		0.00	4,178.00	(4,178.00)	0.0	0.00 0.00	4,178.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00

As on 12/31/2025

Water

Account Name	Acct No	Budget	Year to Date	Balance	% of Budget	January/ July	February/ August	March/ September	April/ October	May/ November	June/ December
Receipts:											
Water Consumption	37111	0.00	30,905.07	(30,905.07)	0.0	13,486.40	581.09	5,806.39	11,031.19	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Water Utility User Fee	37112	0.00	24,971.37	(24,971.37)	0.0	8,527.07	238.13	4,990.99	11,215.18	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Water Main-break Surcharge	37113	0.00	5.94	(5.94)	0.0	43.98	12.13	(50.17)	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Special Water Charges	37115	0.00	746.96	(746.96)	0.0	299.03	0.00	47.93	400.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
State Surcharge	37116	0.00	1,319.61	(1,319.61)	0.0	517.34	14.05	241.61	546.61	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Administrative Fee Move/Out	37118	0.00	(1.21)	1.21	0.0	8.60	0.00	(9.81)	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Lift Station Replacement	37119	0.00	4,640.50	(4,640.50)	0.0	0.00	0.00	1,419.67	3,220.83	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Penalties and Forfeited Discounts	37160	0.00	261.44	(261.44)	0.0	92.33	56.34	22.35	90.42	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 371		0.00	62,849.68	(62,849.68)	0.0	22,974.75	901.74	12,468.96	26,504.23	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Total Receipts		0.00	62,849.68	(62,849.68)	0.0	22,974.75	901.74	12,468.96	26,504.23	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Disbursements:											
Financial Administration	41501	0.00	4,293.12	(4,293.12)	0.0	0.00	4,293.12	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 415		0.00	4,293.12	(4,293.12)	0.0	0.00	4,293.12	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Water Utility	49415	0.00	34,128.58	(34,128.58)	0.0	13,348.69	3,025.88	2,092.19	15,661.82	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Wtr/Swr Emergency	49425	0.00	11,448.50	(11,448.50)	0.0	0.00	11,065.90	0.00	382.60	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 494		0.00	45,577.08	(45,577.08)	0.0	13,348.69	14,091.78	2,092.19	16,044.42	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Total Disbursements		0.00	49,870.20	(49,870.20)	0.0	13,348.69	18,384.90	2,092.19	16,044.42	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00

As on 12/31/2025

Sewer

Account Name	Acct No	Budget	Year to Date	Balance	% of Budget	January/ July	February/ August	March/ September	April/ October	May/ November	June/ December
Receipts:											
Sewer Consumption	37211	0.00	24,170.47	(24,170.47)	0.0	9,228.38 0.00	294.72 0.00	4,233.67 0.00	10,413.70 0.00	0.00 0.00	0.00 0.00
Sewer Minimum Charge	37212	0.00	21,522.82	(21,522.82)	0.0	8,323.35 0.00	268.07 0.00	3,833.75 0.00	9,097.65 0.00	0.00 0.00	0.00 0.00
Penalties and Forfeited Discounts	37260	0.00	220.55	(220.55)	0.0	78.89 0.00	48.72 0.00	2.66 0.00	90.28 0.00	0.00 0.00	0.00 0.00
Total Acct 372		0.00	45,913.84	(45,913.84)	0.0	17,630.62 0.00	611.51 0.00	8,070.08 0.00	19,601.63 0.00	0.00 0.00	0.00 0.00
Total Receipts											
		0.00	45,913.84	(45,913.84)	0.0	17,630.62 0.00	611.51 0.00	8,070.08 0.00	19,601.63 0.00	0.00 0.00	0.00 0.00
Disbursements:											
Office Operations Supplies	41911	0.00	140.52	(140.52)	0.0	0.00 0.00	140.52 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00
Total Acct 419		0.00	140.52	(140.52)	0.0	0.00 0.00	140.52 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00
Storm Drainage	43150	0.00	400.00	(400.00)	0.0	0.00 0.00	0.00 0.00	0.00 0.00	400.00 0.00	0.00 0.00	0.00 0.00
Total Acct 431		0.00	400.00	(400.00)	0.0	0.00 0.00	0.00 0.00	0.00 0.00	400.00 0.00	0.00 0.00	0.00 0.00
Water Utility	49415	0.00	87.82	(87.82)	0.0	0.00 0.00	57.98 0.00	0.00 0.00	29.84 0.00	0.00 0.00	0.00 0.00
Utility Locates	49455	0.00	90.50	(90.50)	0.0	0.00 0.00	64.85 0.00	6.75 0.00	18.90 0.00	0.00 0.00	0.00 0.00
Sewer Utility	49465	0.00	22,928.41	(22,928.41)	0.0	0.00 0.00	5,952.26 0.00	5,507.48 0.00	11,468.67 0.00	0.00 0.00	0.00 0.00
Sewer Engineering Expense	49485	0.00	20,872.50	(20,872.50)	0.0	0.00 0.00	17,007.00 0.00	62.00 0.00	3,803.50 0.00	0.00 0.00	0.00 0.00
Total Acct 494		0.00	43,979.23	(43,979.23)	0.0	0.00 0.00	23,082.09 0.00	5,576.23 0.00	15,320.91 0.00	0.00 0.00	0.00 0.00
Total Disbursements		0.00	44,519.75	(44,519.75)	0.0	0.00 0.00	23,222.61 0.00	5,576.23 0.00	15,720.91 0.00	0.00 0.00	0.00 0.00

CITY OF BIRCHWOOD VILLAGE
2025 BUDGET VS Actual (THRU 4/30/2025)

	2025 Actual Thru 4/30	2025 Budget
PROPERTY TAXES	\$ 8,917	\$ 618,134
SPECIAL ASSESSMENTS	\$ -	\$ -
STATE GENERAL PURPOSE AID	\$ -	\$ -
STATE CATEGORICAL AID	\$ -	\$ -
ALL OTHER REVENUES	\$ 30,186	\$ 792,892
	<u>\$ 39,102</u>	<u>\$ 1,411,026</u>
GENERAL GOVERNMENT	\$ 91,113	\$ 288,980
PUBLIC SAFETY	\$ 99,913	\$ 226,132
STREETS & HIGHWAYS	\$ 57,241	\$ 163,000
SANITATION	\$ 6,624	\$ 40,400
HUMAN SERVICES	\$ -	\$ -
HEALTH	\$ -	\$ -
CULTURE & RECREATION	\$ 9,598	\$ 48,250
CONSERVATION OF NATURAL RESOURCES	\$ 1,148	\$ 1,150
ECONOMIC DEVELOPMENT & HOUSING	\$ -	\$ -
ALL OTHER CURRENT EXPENSES	\$ 25,160	\$ 643,114
	<u>\$ 290,796</u>	<u>\$ 1,411,026</u>

CITY OF BIRCHWOOD VILLAGE
WASHINGTON COUNTY, MINNESOTA

RESOLUTION NO. 2025-42

**A RESOLUTION TO DISCONTINUE THE USE OF BLANK GUNFIRE AT THE JULY 4TH
FLAG-RAISING CEREMONY**

WHEREAS, the City of Birchwood Village holds a traditional Independence Day flag-raising ceremony each July 4th to honor our nation's founding and show community spirit;

WHEREAS, in past years, the ceremony has included the firing of guns with blanks as part of the observance;

WHEREAS, while meant to be ceremonial, the sound of gunfire—regardless of type—can cause distress to some residents, including veterans, young children, pets, and others sensitive to loud noises;

WHEREAS, the City wishes to create an inclusive and respectful celebration that all residents can comfortably attend;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of Birchwood Village, Minnesota, that:

1. The City will discontinue the ceremonial firing of guns with blanks during the July 4th flag-raising ceremony.
2. Alternative patriotic observances or tributes may be used in place of gunfire to preserve the spirit and dignity of the event.

Passed by the City Council of the City of Birchwood Village, Minnesota, this 13th of May, 2025

Jennifer Arsenault, Mayor

Attested:

Scott Hildebrand
City Administrator

**CITY OF BIRCHWOOD VILLAGE
WASHINGTON COUNTY, MINNESOTA**

RESOLUTION NO. 2025-43

A RESOLUTION ADOPTING A DESIGN STANDARD FOR BENCHES IN PUBLIC SPACES

WHEREAS, the City of Birchwood Village values the appearance, durability, and accessibility of its public parks and spaces;

WHEREAS, benches are important amenities that contribute to both the function and aesthetic of our shared outdoor areas;

WHEREAS, inconsistent styles, materials, and colors can detract from the visual cohesion and long-term maintenance of public spaces;

WHEREAS, having a standard design for future bench installations will help preserve a unified look, simplify procurement, and ensure that new installations are appropriate for our natural surroundings;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of Birchwood Village, Minnesota, that with the Park Committee's approval:

The City will require all benches to be consistent in design to the one in front of the City Hall. The bench is durable, accessible, consistent with the surrounding landscape, and is easy to maintain. Any new installations, replacements, or donations of benches must follow the adopted standard, unless otherwise approved by the City Council.

Passed by the City Council of the City of Birchwood Village, Minnesota, this 13th of May, 2025

Jennifer Arsenault, Mayor

Attested:

Scott Hildebrand
City Administrator

AGREEMENT

1. PARTIES

This agreement is made and entered into by and between the City of Birchwood, Minnesota ("Municipality") and Northeast Youth and Family Services ("NYFS").

2. RECITALS

- a. NYFS is a non-profit social service agency whose mission is to meet the unmet developmental needs of at-risk youth and families within their community environment with emphasis on providing services through collaboration and coordination with existing community resources. These services are available to youth and families residing in the northern suburbs of Ramsey and Washington County, including, but not limited to, the municipalities which are signatory to agreements which are identical to this Agreement ("participating municipalities") and students and families from Independent School Districts 621, 622, 623, 624, 282, and 832.
- b. Through this Agreement the Municipality intends to contract with NYFS to provide such services to its residents and to act as a sponsor of NYFS by providing financial support, a method to establish appropriate services to be provided and policy guidance for its activities.
- c. This Agreement shall be used as the formal agreement between NYFS and each of the participating municipalities. This Agreement is intended to continue the spirit of cooperation and collaboration in the provision of social services between the Municipality and NYFS.

3. TERMS AND CONDITIONS

In consideration of the mutual understandings of this Agreement, the parties hereby agree as follows:

- a. Prior Agreements Cancelled. By execution of this Agreement any prior agreements and amendments thereto between the parties are hereby cancelled.
- b. Services Provided. NYFS shall provide the Municipality and its residents with youth and family programs set forth in the Addendum attached hereto.
- c. Principles of Service and Program Establishment and Operations. On a yearly basis and prior to submission of its annual budget, as provided for hereafter, NYFS shall:

- i. Report regarding proposed changes in services and programs to the Municipality; and
- ii. Establish a fair and open bidding/request for proposal (RFP) process to contract, manage or provide such services and programs, which are not directly provided by NYFS staff.

d. Funding

- i. In addition to the participating municipalities' share of the annual budget, funds for the operation of NYFS will be raised by NYFS endeavoring to secure user fees, grants and appropriations from private organizations, the State of Minnesota, Federal and County agencies, and other legal and appropriate sources.
 - ii. The Municipality shall pay annually to NYFS the base amount listed in Exhibit A. This base amount will be adjusted annually for inflation/deflation based on the Standard Metropolitan Statistical Area Consumer Price Index for All Urban Consumers (CPI-U) and municipal population estimates based on MN State Demographic Center. Any adjustment in the payment beyond those indicated by reference to the CPI-U shall require approval of each of the participating municipalities.
 - iii. Any new municipality joining into this agreement will pay a base amount annually to NYFS that is on par with the amount paid by current participating municipalities.
 - iv. Amounts payable by the Municipality shall be paid to NYFS on or before January 30th of each year, or at a date mutually agreed upon by both parties, to cover the Municipality's share for that year.
- e. Board Representation. The Municipality shall have the right to NYFS Board Representation of City Council, staff or community members (as designated by the Municipality and approved by NYFS Board) on the Board of Directors as either a Board Member or Board Advisor.
- f. Further Obligations of NYFS. In addition to the obligations set forth elsewhere in this Agreement, this Agreement is further contingent upon NYFS doing the follows:
- i. The Bylaws of NYFS shall be amended to add provisions requiring an open process for contracting services as provided for in paragraph C.2., above, and prohibiting NYFS from supporting or opposing individual candidates for election to public office in any of

the participating municipalities; and adding the requirement that IRS 501.C3 status be maintained.

- ii. On or before June 30, of any year NYFS shall submit the proposed city budgeted amount for the subsequent year.
 - iii. On or before December 31, of any year NYFS shall submit a written report to the Municipality including an Annual Report, the audited financial statement, and a program specific summary of services provided to the municipality; in addition, biannually NYFS shall submit a written report to the participating municipality.
 - iv. Periodically advising the Municipality of services available through NYFS to the Municipality's residents;
 - v. Establishing a sliding scale for services available through NYFS to the Municipality's residents and periodically advising the Municipality of such fees;
 - vi. Providing other reasonable information requested by the Municipality;
 - vii. Purchasing a policy of liability insurance in the amount of at least \$1,500,000.00, naming the Municipality as an additional insured and providing a copy of the insurance certificate evidencing such policy to the Municipality;
 - viii. Upon Request NYFS will provide the Municipality with a copy of its Articles of Incorporation, Bylaws, Amendments thereto, and the IRS tax exempt status letter;
 - ix. NYFS shall defend and indemnify the Municipality from any and all claims or causes of actions brought against the Municipality of any matter arising out of this Agreement or the services provided pursuant to this Agreement; and,
 - x. Without the written approval of the Municipality, NYFS will not enter into any agreement with any other municipality which differs from the terms and conditions of this Agreement.
- g. Term. The term of this agreement will be through December 31, 2025. Unless either party gives at least 6 months written notice of its intent to cancel this Agreement effective December 31 of the year in which the notice is made, NYFS will continue to provide services to the Municipality if a successor agreement has not been executed prior to the end of the term.

h. (A) Distribution of Assets Upon Dissolution.

If NYFS ceases to operate, the Board of Directors will do one of the following:

- i. Give the assets to one or more non-profit agencies providing similar social services in the northern suburbs of Ramsey County; or,
- ii. Form a new Foundation to fund appropriate social service programming in the northern suburbs of Ramsey County.

The final Distribution of Assets Plan must be approved by the Ramsey County District Court.

(B) Deviation from the Mission.

If the City Council determines that NYFS has materially deviated from its mission (See II. Recitals, A.), the City Council may ask the NYFS Board of Directors to consider dissolving the agency and liquidating the assets. The Board will do one of the following:

- iii. Consider the request and by a majority vote deny it.
- iv. Consider the request and by a majority vote agree to modify the programs to be consistent with the mission.
- v. Consider the request and by a majority vote agree with the request and move to dissolve the agency and liquidate the assets.

IN WITNESS WHEREOF, the parties have executed this Agreement on this date set forth below.

MUNICIPALITY

City of Birchwood

By: _____

Elected Official

Its: _____

Clerk/Manager/Administrator

Dated: _____

NYFS

Northeast Youth & Family Services

By: _____

Its: President/CEO

By: _____

Its: Chair of the Board of Directors

Dated: _____

Northeast Youth & Family Services
Municipal Participation Figures

	Municipal Contract 2024	Community Advocate 2024	Municipal Contract 2025	Board Approved Increase of 3.5% based on CPI-U	Dollar increase over 2024	Community Advocate 2025	Board Approved Increase of 3.5% based on CPI-U	Dollar increase over 2024
Falcon Heights	\$ 12,846.17		\$ 13,295.79	\$ 449.62				
Little Canada	\$ 24,351.22		\$ 25,203.52	\$ 852.29				
Mounds View	\$ 31,249.09	\$ 29,307.75	\$ 32,342.81	\$ 1,093.72	\$ 30,333.52	\$ 1,025.77		
New Brighton	\$ 54,205.27	\$ 11,723.10	\$ 56,102.45	\$ 1,897.18	\$ 12,133.41	\$ 410.31		
North Oaks	\$ 12,435.86		\$ 12,871.12	\$ 435.26				
Roseville	\$ 85,044.05	\$ 23,446.20	\$ 88,020.59	\$ 2,976.54	\$ 24,266.82	\$ 820.62		
St. Anthony	\$ 21,258.67	\$ 14,653.87	\$ 22,002.72	\$ 744.05	\$ 15,166.76	\$ 512.89		
Shoreview	\$ 62,085.53		\$ 64,258.53	\$ 2,172.99				
Birchwood	\$ 2,053.89		\$ 2,125.77	\$ 71.89				
Hugo *	\$ 17,072.48		\$ 17,670.01	\$ 597.54				
Mahtomedi	\$ 18,850.74		\$ 19,510.52	\$ 659.78				
Vadnais Heights	\$ 30,944.29		\$ 32,027.34	\$ 1,083.05				
City of WBL	\$ 59,689.33	\$ 29,307.75	\$ 61,778.46	\$ 2,089.13	\$ 30,333.52	\$ 1,025.77		
WB Trnship	\$ 26,013.56		\$ 26,924.03	\$ 910.47				
Lauderdale	\$ 5,324.63		\$ 5,510.99	\$ 186.36				
Arden Hills	\$ 23,303.54		\$ 24,119.16	\$ 815.62				
Total	\$ 486,728.34	\$ 108,438.67	\$ 503,763.83	\$ 17,035.49	\$ 112,234.02	\$ 3,795.35		

* Hugo splits its support of NYFS with another Community-Based Mental Health agency



**BOLTON
& MENK**

Real People. Real Solutions.

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

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

5-7-2025

City of Birchwood Village

Council,

Wildwood Lift Station Reconstruction

Hentges is still expecting to start in June. Towards the end of May, we will start with putting out door hangers on the properties directly affected by the construction. Along with more communication to send out to the residents of what to expect with the partial shutdown.

Bolton and Menk is working with Xcel to relocate 2-3 gas services prior to construction starting. EPA requested a semi-annual report which was sent to the EPA on 4-29-2025. To date the city is caught up on the EPA's requirements and are able to draw their funds at any point. Hentges is only expecting one or two draws at the end of the project.

Please feel free to contact me at marcus.johnson@bolton-menk.com or 507-440-0537 with any questions.

Sincerely,

Bolton & Menk, Inc.

Marcus A. Johnson

Marcus Johnson PE
Associate Project Engineer



Real People. Real Solutions.

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

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

5-1-2025

City of Birchwood Village

Council,

425 Lake Ave Variance – Impervious Surfaces

Based on the applicable definition of impervious surfaces, it is Bolton and Menk's professional determination that retaining walls shall not be classified as impervious surfaces under the current regulatory framework and pursuant to the definition of impervious surface in subsection 302.050 of Birchwood's City Code.

Justification:

1. Functional Nature of Retaining Walls

A retaining wall is a vertical or near-vertical structure built to retain soil and stabilize slopes. It is not designed to cover or compact a ground surface in a manner that retards water infiltration. Rather, it serves to support grade changes, reduce erosion, and often facilitate water flow control through integrated drainage systems such as weep holes or engineered backfill.

2. Non-Covering of Ground Surface

The definition of impervious surface refers specifically to ground surfaces covered or compacted by materials like concrete, asphalt, gravel, or other non-porous materials. A retaining wall does not serve this covering function. It is a vertical element, and as such, it neither prevents water infiltration across a surface area nor creates runoff over a significant area. It does not constitute a "surface" in the context intended by the definition.

3. No Significant Contribution to Runoff

While a retaining wall may be constructed of concrete or similar materials, it does not cause water to remain on or run off a surface in a manner comparable to a patio, driveway, or rooftop. On the contrary, retaining walls—especially when properly engineered—help manage runoff by reducing slope gradients, slowing water movement, and controlling erosion. In this sense, they can actually enhance the pervious functionality of the landscape.

4. De Minimis Impact

As stated in Bolton and Menk's review, the retaining wall in question is considered de minimis in terms of surface area and impact. Bolton and Menk's recommendation reflects an acknowledgment that the wall neither adds to impervious surface area nor necessitates a variance. This interpretation is consistent with both the practical and hydrological impact of retaining walls.

Name:
Date:
Page: 2

5. Industry Standards and Precedent

In accordance with industry standards and best practices, impervious surface calculations focus on horizontal surfaces that directly increase runoff by reducing infiltration. Vertical or minimally horizontal structural features such as retaining walls are not included in such calculations unless they are part of a broader impervious installation (e.g., a retaining wall surrounding a patio).

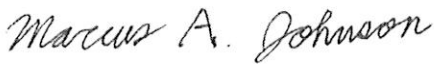
Conclusion

Given the vertical nature, function, and minimal hydrologic impact of retaining walls, and in keeping with both the intent and language of the impervious surface definition, retaining walls shall not be classified as impervious surfaces. This approach supports effective stormwater management, prevents unnecessary regulatory burden, and remains consistent with professional engineering standards and prior interpretations.

Please feel free to contact me at marcus.johnson@bolton-menk.com or 507-440-0537 with any questions.

Sincerely,

Bolton & Menk, Inc.



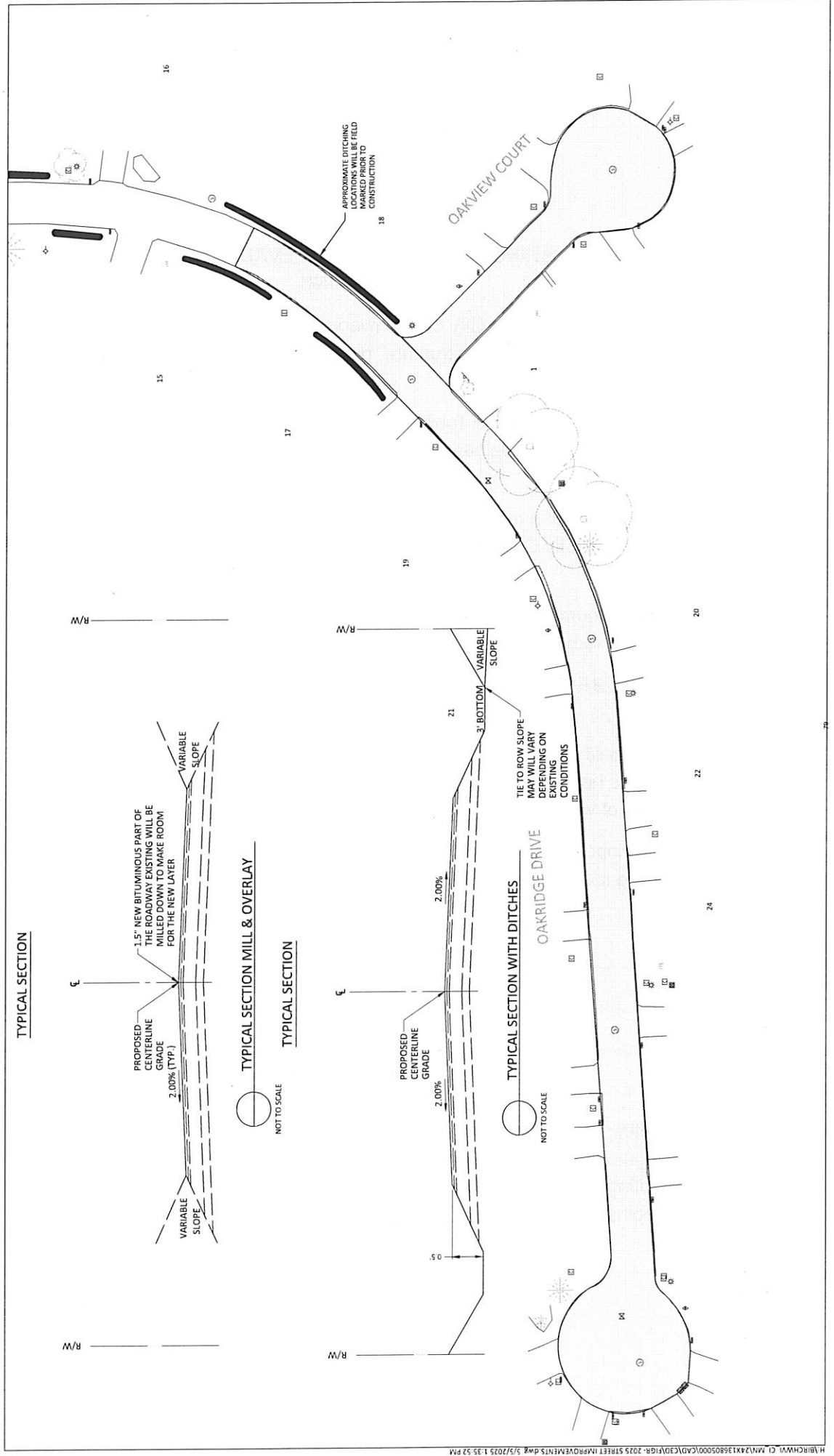
Marcus Johnson PE
Associate Project Engineer

PRELIMINARY COST ESTIMATE

2025 Street Improvements
Birchwood Village, Minnesota
Mill & Overlay Oakridge Drive & Oakview Court

DATE: 5/8/2025

ITEM NO.	ITEM	QTY	UNIT	UNIT PRICE	TOTAL
2025 Street Improvements					
1	Mobilization	1	LS	\$5,000.00	\$5,000.00
2	Traffic Control	1	LS	\$2,000.00	\$2,000.00
3	Bituminous Patching	350	SQ YD	\$75.00	\$26,250.00
4	Type SP 9.5 Wearing Course Mixture (2,B)	280	TON	\$95.00	\$26,600.00
5	Bituminous Tack Coat	252	GAL	\$5.00	\$1,260.00
	Remove and Replace Bituminous Curb	1100	LF	\$20.00	\$22,000.00
6	Sawing Pavement	200	LF	\$10.00	\$2,000.00
7	Adjust Gate Valve	2	LF	\$500.00	\$1,000.00
8	Adjust Manhole Casting	5	LF	\$500.00	\$2,500.00
9	Ditch Grading	450	CY	\$15.00	\$6,750.00
Total Estimated Construction Cost					\$95,360.00
10% Contingencies					\$9,536.00
Total Estimated Project Costs					\$104,896.00



**CITY OF BIRCHWOOD VILLAGE
WASHINGTON COUNTY, MINNESOTA**

RESOLUTION NO. 2025-44

**A RESOLUTION ESTABLISHING A TASK FORCE TO EVALUATE THE REPLACEMENT OF
WATER MAINS**

WHEREAS, the City Council of the City of Birchwood Village recognizes the importance of maintaining and improving public infrastructure, particularly the reliability and safety of its water main system; and

WHEREAS, during the Infrastructure Town Hall Meeting held on May 5, 2025, members of the public voiced interest in further evaluating the condition and potential replacement of water mains within the city; and

WHEREAS, the formation of a resident-led task force to study this issue and provide recommendations to the City Council was proposed and received public support during the town hall; and

WHEREAS, the City Council seeks to move forward with this recommendation in direct response to that voter request;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of Birchwood Village, Minnesota, that:

1. Establishment of Task Force:

A task force is hereby established for the purpose of evaluating the potential replacement of water mains in the City of Birchwood Village.

2. Task Force Appointees:

The following individuals are hereby appointed to serve on the task force:

- _____
- _____
- _____
- _____
- _____

3. Open Meeting Requirements:

All meetings of the task force shall be conducted in accordance with the Minnesota Open Meeting Law (Minn. Stat. § 13D), including proper notice, public access, and recordkeeping requirements.

4. Meetings and Timeline:

The task force shall meet no more than two (2) times prior to June 30, 2025. During each of these two meetings, the task force shall develop and submit a set of questions regarding water main replacement to the City Administrator.

5. Role of City Administrator and City Engineer:

Upon receipt of the questions, the City Administrator shall forward them to the City Engineer and shall subsequently provide the City Engineer's written responses to the task force.

The City Engineer shall allocate no more than five (5) hours of time in total to respond to all questions submitted. Once two rounds of questions have been submitted and answered, or five (5) hours have been consumed, whichever comes first, the City Engineer shall cease providing additional responses.

The City Engineer shall not attend any meetings of the task force.

6. Final Report:

Following the completion of the Q&A process, the task force shall convene a third and final meeting, prior to June 30, 2025, for the purpose of developing a report to the City Council.

a. The report shall include:

i. A summary of the task force's conclusions and recommendations.

ii. All questions submitted to the City Administrator.

iii. All responses provided by the City Engineer.

b. The task force shall vote by roll call to approve the final report prior to submission.

7. Submission to Council:

The approved report shall be submitted to the City Council no later than June 30, 2025.

8. Council Oversight and Termination:

The City Council may, by majority vote, terminate the task force at any time if it determines that the task force is not adhering to the terms of this resolution or is not making sufficient progress toward its stated goal.

Passed by the City Council of the City of Birchwood Village this 13th day of May, 2025.

Jennifer Arsenault, Mayor

Attested:

Scott Hildebrand
City Administrator

4/30/2025

From: Birchwood's Water Superintendent John Manship

RE: Hydrant at 1 Birch Street Needs Repair

The fire hydrant at 1 Birch Street needs to be rebuilt. The cost for repair is estimated to be \$3,000 to \$4,000. Parts take roughly 3 to 4 weeks to get.

John would like your approval to proceed with the parts purchase and repair



1281 HAMMOND ROAD
WHITE BEAR TOWNSHIP, MN 55110
Phone: (651) 747-2750

INVOICE

Invoice Number:	AR-0000000113
Invoice Date:	04/25/2025
Customer ID:	0000000002
Service Date:	04/25/2025
Amt. Remitted:	\$

CITY OF BIRCHWOOD
207 BIRCHWOOD AVE
BIRCHWOOD, MN 55110

Quantity	Description	Unit Price	Amount
2	3-13-25 PUBLIC WORKS	\$76.32	\$152.64
2	3-13-25 EQUIPMENT # 34	\$30.00	\$60.00
7	3-17-25 PUBLIC WORKS LEAD WORKER	\$92.72	\$649.04
11	3-17-25 PUBLIC WORKS	\$76.32	\$839.52
5	3-17-25 EQUIPMENT # 24	\$30.00	\$150.00
6	3-17-25 EQUIPMENT # 28	\$40.00	\$220.00
6	3-17-25 EQUIPMENT # 42	\$215.00	\$1,182.50
4	3-21-25 PUBLIC WORKS	\$76.32	\$305.28
2	3-21-25 EQUIPMENT # 28	\$40.00	\$80.00
2	3-21-25 EQUIPMENT # 42	\$215.00	\$430.00
4	3-26-25 PUBLIC WORKS	\$76.32	\$305.28
4	3-26-25 EQUIPMENT # 30	\$100.00	\$400.00
1	3-26-25 PUBLIC WORKS DIRECTOR	\$138.15	\$172.69
2	3-26-25 PUBLIC WORKS LEAD WORKER	\$92.72	\$185.44
2	3-26-25 PUBLIC WORKS FIELD MAINT. SUPERVISOR	\$106.33	\$212.66
2	3-26-25 EQUIPMENT # 23	\$30.00	\$45.00
2	3-26-25 EQUIPMENT # 29	\$30.00	\$60.00
2	3-26-25 EQUIPMENT # 24	\$30.00	\$60.00
1	KODIAK INVOICE # 17401674	\$180.07	\$180.07
1	KODIAK INVOICE # 17402314	\$616.85	\$616.85

\$3253.70

3-13-2025 SEWER BACKUP AT 25 BIRCHWOOD AVE
3-17-2025 25 BIRCHWOOD AVE VACUUMED OUT MANHOLE, JET
SEWER LINE. REMOVE SAWDUST FROM MANHOLE.
3-21-2025 CLEANED AND VACUUMED LIFT STATION 3
3-26-2025 LIFT STATION 3 VALVE ISSUES ON PUMP # 1
3-26-25 PRECON FOR LIFT STATION 2
4-10-2025 KODIAK POWER SOLUTIONS INVOICE 17401674- GENERATOR
INSPECTION
4-10-2025 KODIAK POWER SOLUTIONS INVOICE 17402314- GENERATOR

INVOICE TOTAL:	\$6,306.97
ADJUSTMENTS APPLIED:	\$0.00
PAYMENTS APPLIED:	\$0.00
INVOICE BALANCE:	\$6,306.97

Remit and Make Check Payable to:
WHITE BEAR TOWNSHIP
1281 HAMMOND ROAD
WHITE BEAR TOWNSHIP, MN 55110


**BOLTON
& MENK**

Real People. Real Solutions.

Please Remit To: Bolton & Menk, Inc.

1960 Premier Drive | Mankato, MN 56001-5900

507-625-4171 | 507-625-4177 (fax)

Payment by Credit Card Available Online at www.Bolton-Menk.com

To Ensure Proper Credit, Provide Invoice Numbers with Payment

City of Birchwood Village
Rebecca Kellen, City Administrator
207 Birchwood Avenue
Birchwood, MN 55110

April 15, 2025

Project No: 0N1.129848.000

Invoice No: 0360612

Client Account: BIRCHWVI_CI_MN

Birchwood Village/2024 City Engineering**Professional Services from March 1, 2025 to March 28, 2025**

City Council Meeting (0000001)

Fee

Number of Council Meeting	1.00
Fee Each	300.00
Total Fee	300.00

Total Fee**300.00****Total this Task****\$300.00****General Engineering at Standard Rate (0000002)****Professional Services**

	Hours	Rate	Amount
Project Engineer			
Johnson, Marcus	1.00	165.00	165.00
725 Wildwood Ave Sewer Issue			
Johnson, Marcus	.50	165.00	82.50
LSL Grant Application			
Johnson, Marcus	.50	165.00	82.50
March Council Meeting Memo			
Johnson, Marcus	1.00	165.00	165.00
Meeting with Lori on TS Park Improvements			
Johnson, Marcus	1.50	165.00	247.50
Water Replacement Discussion			
Johnson, Marcus	2.00	165.00	330.00
Watermain Replacement Research			
Totals	6.50		1,072.50
Total Labor			1,072.50

Total this Task**\$1,072.50****Total this Invoice****\$1,372.50**

Bolton & Menk, Inc. is an equal opportunity employer and federal contractor or subcontractor. Consequently, the parties agree that, as applicable, they will abide by the requirements of 41 CFR 60-1.4(a), 41 CFR 60-300.5(a) and 41 CFR 60-741.5(a) and that these laws are incorporated herein by reference. These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity or national origin. These regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status or disability. The parties also agree that, as applicable, they will abide by the requirements of Executive Order 13496 (29 CFR Part 471, Appendix A to Subpart A), relating to the notice of employee rights under federal labor laws.

Notice: A Finance charge of 1.5% per month (annual percentage of 18%) is charged on balances 30 days or over.

White Bear Lake Fireworks Fund

4701 Highway 61 • White Bear Lake • MN 55110

Spring 2025

City of Birchwood Village
207 Birchwood Ave
Birchwood, MN 55110

Dear City of Birchwood Village,

Summer is just around the corner so it's time again to start planning for our annual White Bear Lake Fireworks Program. Last year, you were gracious enough to donate \$200.00 and we hope that you will be able to do so again this year.

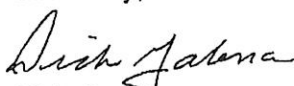
The White Bear Lake 4th of July Fireworks program is totally funded by generous donations from businesses and people like you. All contributions are tax deductible. The City of White Bear Lake has established a special separate fund for us to ensure tax deductibility and auditing.

The White Bear Lake Fireworks Display is so amazing and the event has become a great community tradition in bringing our families and friends together to celebrate the 4th of July.

Thank you for your consideration in helping to make this hometown event a real success. If you have any questions, please feel free to contact either of us.

All checks are made payable to "White Bear Lake Fireworks Fund."

Sincerely,



Dick Galena
Fireworks Committee Chair



Bill Foussard
Fundraising Coordinator
651-429-5393

Committee Members

Gene Altstatt
Bill Foussard
Dick Galena
Rick Juba
Bill Matschke
Kim Perkins
Pete Carlson
Mark Sather
Frank Watson

Presenting Sponsor

JL Schwieters Building
Supply Construction, Inc.

Major Sponsors

Roberts Family Foundation
Osilas Foundation
White Bear Yacht Club
Edwin and Susan McCarthy
Blaze Credit Union
The Carlson Chiropractic
White Bear Jewelers
The Peninsula Fund
White Bear Lake Superstore
Walser Polar Chevrolet/
Walser Polar Mazda
White Bear Mitsubishi
Priority Courier Experts
Cossack Foundation
Paul Sutherland
Nora & Mike Hurley
Steve & Shannon Whitaker
Rachel & Joel Moline
Kevin & Polly Hart
Commercial Plumbing & Heating

Business Sponsors

Trade Press
Press Publications
Rudy's Red Eye Grill/
White Bear Country Inn

Agency Sponsors

City of White Bear Lake
White Bear Lake Fire Dept.
White Bear Lake Police
Department
Ramsey County Sheriff Water
Patrol

To: Birchwood City Council
From: Ryan Hankins
Re: Animal Code Updates

This is a change to two ordinances: Animals and the Fee Schedule. Please see the "Findings and Purpose" sections for remarks on the changes.

Thank you to Justin McCarthy and Bryan McGinnis for his kind assistance reviewing, proofreading and suggesting improvements, and to veterinarian Houston Clinch for providing advice on rabies and vaccinations.

Three documents follow:

1. [ACTION] Ordinance revising *Animals* Section of Fee Schedule.
2. [ACTION] Ordinance revising 605. *Animals* City Code.
3. [REFERENCE] Markup of 605. *Animals* City Code, for reference only.

ORDINANCE NO. _____

**CITY OF BIRCHWOOD VILLAGE
WASHINGTON COUNTY, MINNESOTA**

AN ORDINANCE AMENDING THE ANIMALS SECTION OF THE FEE SCHEDULE

Findings and Purpose:

The City Council may regulate animals under the powers granted by Minnesota Statute § 412 Subd. 21.

The regulation of chickens is necessary, but licensing of chickens, collecting the associated fees and enforcing the licensing requirements is more burdensome for a small city than the benefit the public derives. The removal of provisions for pig permits obviates pig permit fees.

It is not necessary to regulate dangerous and potentially dangerous dogs within the City Code; instead, fees can be assigned to fund the duties of the city prescribed in state statute.

The City Council of The City of Birchwood Village, Minnesota ordains:

The Animals Section of the Fee Schedule of the Municipal Code of the City of Birchwood Village is hereby amended to read as specified in EXHIBIT A.

EFFECTIVE DATE: This ordinance becomes effective on the date of its publication, or upon the publication of a summary of the ordinance as provided by M.S. § 412.191, subd. 4, as it may be amended from time to time, which meets the requirements of M.S. § 331A.01, subd. 10, as it may be amended from time to time.

Adopted by the City of Birchwood Village City Council this XXth day of May, 2025

Jennifer Arsenault, Mayor

Attest:

City Administrator

EXHIBIT A

ANIMAL FEES	Chicken License - three years	605.028(2)	\$30.00	12/2022
	Pig License - three years	605.029(3)	\$30.00	12/2022
	Dog Permit - first year of term	605.021.1(1),		
		605.021.2	\$30.00	12/2022
	Dog Permit - second year or term	605.021.1(1),		
		605.021.2	\$25.00	12/2022
	Dog Permit - third year or term	605.021.1(1),		
		605.021.2	\$20.00	12/2022
	Dog Permit Late Fee	605.021.2	\$7.00	12/2022
	Dog Permit Administrative Fee	605.021.2	\$30.00	12/2022
	Potentially dangerous dog or dangerous dog appeal fee	Minnesota Statute 347.51(2)	\$100.00	12/2022
	Dangerous dog annual fee	605.024(9) 3		
		Minnesota Statute 47.51(2)	\$500.00	12/2022
	Potentially dangerous dog annual fee	605.024(11)		
		Minnesota Statute 347.51(2)	\$100.00	12/2022
	Potentially dangerous dog or dangerous dog administrative review fee	605.024(12) Minnesota Statute 347.51(3a)	\$100.00	12/2022

ORDINANCE NO. _____

CITY OF BIRCHWOOD VILLAGE
WASHINGTON COUNTY, MINNESOTA

AN ORDINANCE AMENDING ORDINANCE NO. 605 ADOPTED ON MARCH 12, 2019,
AND TITLED "ANIMALS."

Findings and Purpose:

The City Council may regulate animals under the powers granted by Minnesota Statute § 412 Subd. 21.

The League of Minnesota Cities suggests a dangerous dog code is not needed. Because that code is used infrequently, statute is a better guide than ordinance.

Cities have a legitimate interest in regulating and controlling dangerous dogs because the issue relates to the safety of city residents. The process for dealing with dangerous dogs is largely spelled out in state law. Cities do not need to have an ordinance in place in order to follow the process in state law. However, there is some room for cities to add stricter regulation through city ordinance, such as applying the same provisions to animals other than just dogs.

The code more clearly spells out when the City Administrator does not issue a permit: when an applicant has a criminal conviction for an offense related to animals.

Because there are only a handful of owners of these pets, licensing is administratively burdensome, it's unlikely chicken owners consistently obtain licenses, and the reduction of harm to human or animal health through licensing is low. Instead, we can promote animal and public health by eliminating provisions that require chickens to be kept in a rear yard, and instead insist that coops be at least 10 feet from property lines. We can also reduce administrative burden by removing provisions requiring that three quarters of neighbors give permission for the keeping of chickens. Determining property owners within a certain distance and managing and evaluating petitions is time-consuming for staff and prospective chicken owners. It risks selective enforcement; a property owner with three neighbors must avoid a veto by any neighbor.

The section allowing pigs is removed; Neither White Bear Lake, Maplewood, Mahtomedi, nor White Bear Township allows pigs; while one Birchwood resident previously fostered a pot-bellied pig, it's unlikely that any resident currently owns or wants a pig; if residents demand pigs, the council can revisit this.

Provisions requiring dog owners to clean up dog feces are reasonable, but provisions requiring owners to carry clean up equipment are unnecessary and unenforceable.

The League of Minnesota Cities indicates that searches of private property violate Constitutional rights.

Generally, in order to lawfully enter private property for investigative, enforcement, or other purposes, the city must either obtain voluntary consent from the Owner or an administrative search warrant.

The sections allowing access to premises have been removed; the City will have to seek consent or an administrative warrant.

Fencing of chickens is consolidated, and provisions requiring chickens to be kept only in certain yards of a property are eliminated; yards are often not clearly defined in Birchwood. Instead, a requirement is added that chicken shelters and runs not be located within 10 feet of a property line. Shelters must also be heated in winter.

It seems unnecessary to require veterinarians to report rabies cases to the City. The Department of Health and state Animal Health Board handle this.

The wild animal code is clarified and sections about disruptions of peace and quiet apply to any animal.

Rabies is difficult to regulate well. It is very uncommon in suburban areas. Generally, the animal must be isolated, and the city has a public purpose in ensuring that it is. An animal that has been vaccinated, or if the vaccination is expired, should be kept away from other animals, for , and an unvaccinated cat or dog should be quarantined for at least four months. Because this is a case where the city might have to take action strongly opposed by the animal's owner, some detail can ensure good process.

Duplicate language and sections and unused definitions are removed; outdated terms and pronouns are substituted. Penalties for most violations are reduced to petty misdemeanors.

The City Council of The City of Birchwood Village, Minnesota ordains:

Section 1. Ordinance No. 605 adopted on March 12, 2019 and titled "ANIMALS" is repealed and replaced with the following:

605. ANIMALS

605.010. **DEFINITIONS.** For the purposes of this Chapter, terms defined herein shall have the following meaning ascribed to them:

1. Animal Control Officer. Any officer contracted by the City for enforcement of this chapter or contracted or employed by the City as a law enforcement officer.
2. Animal Shelter. Any premises contracted by the City for the purpose of impounding, quarantining, and caring for animals found in violation of this Code.

3. At Large. Any situation where an animal is found in any place other than the property of the Owner, is not under the control of any person of sufficient age and capacity to control it and is not under Restraint.
4. Dog. Any living domesticated canine.
5. Owner. A person having the right of property or custody of an animal or who keeps, harbors or feeds an animal or knowingly permits an animal to remain on or about any premises occupied by that person.
6. Quarantine. The strict confinement of an animal that precludes direct contact with other animals not concurrently in Quarantine or persons other than the caretaker.
7. Restraint. On a leash of not more than six feet in length or on a leash which can be retracted to a length of six feet or less, and in the custody of a person of sufficient age to adequately control the animal, in a vehicle or confined to the Owner's property by enclosure or fencing (active and functioning electronic or physical barrier which prevents the animal from leaving the property).
8. Unreasonable Disruption. A disturbance of peace and quiet, which includes, but is not limited to, the creation of noises by an animal, audible to an Animal Control Officer outside the building or premises where the animals are being kept and which noise occurs repeatedly over a five-minute period with a time lapse of one minute or less between repetitions over a five-minute period.

605.020. **DOGS.** No person shall permit more than three Dogs over six months of age to be housed or be kept on any premises within the City.

605.021. **PERMIT.**

1. Dog permit Required; exceptions. No person shall, without first obtaining a permit in writing from the City Clerk or Administrator, own, keep, harbor, or have custody of any dog over six months of age. Upon completion of the City form and payment of the fee set in the fee schedule, the City Administrator shall issue a Dog permit to any applicant, except that no permit shall be granted:
 - a. for a Dog without a rabies vaccination or with an expired rabies vaccination; or
 - b. to an applicant who has been convicted within the past three years of a violation of any state or local law or regulation governing cruelty to animals or the keeping of animals.
2. Application.
 - a. The City permit application form shall require:
 - i. the name, address and phone number of the applicant; and
 - ii. identifying information of Dog, including sex and color, and, if known, age, breed and weight; and

- iii. proof of rabies vaccination.
 - b. The City may request and collect additional information, including microchip data, photos of the Dog and contact information such as an email address to aid in enforcement or if the Dog becomes missing. However, no permit shall be denied for failure to provide such information.
- 3. Term; renewal; late penalty charge. Dog permits shall be issued for three-year terms starting in 2025 and every third year thereafter, and the owner shall pay the fee set in the fee schedule for the year of the term in which the permit is first required. A permit for each licensed dog shall be renewed every third year after 2025 and a permit fee paid. A permit, if not revoked, shall be valid until the end of the permit deadline three calendar years after the deadline in the first year of the term. Renewal permits must be obtained prior to the expiration date, and there shall be a late penalty charge fee on permit applications received after the expiration date for any Dog that has been kept in the City for more than fourteen consecutive days.
- 4. Revocation. The City Administrator may revoke any Dog permits if the person holding the permit refuses or fails to comply with this code, any regulations promulgated by the council pursuant to this article, or any state or local law governing cruelty to animals or the keeping of animals. Any person whose permit is revoked shall, within ten days thereafter, transfer ownership or humanely euthanize all dogs being owned, kept or harbored by such person; and no part of the permit fee shall be refunded.
- 5. Tags. Upon issuing a Dog permit, the City Administrator shall issue to the owner a durable tag stamped with an identifying number and with the month and year of expiration designed so that it may be conveniently fastened to a dog collar or harness. Such tag shall be fastened to the Dog's collar or harness by the Owner. The City Administrator shall maintain a record of the identifying numbers and shall make this record available to the public.
- 6. Exemptions from division. Police canines of any political subdivision, certified seeing-eye and other service dogs may be kept without a permit. Nonresidents of the city may keep a Dog in the City for not longer than 30 days annually without a permit, if the nonresident has a valid Dog permit in another jurisdiction.

605.022. DOG RESTRAINT SANITATION AND CONFINEMENT.

- 1. At Large Dogs Prohibited. No Owner of any Dog, whether permitted or unpermitted, shall allow the Dog to run without Restraint or At Large.
- 2. Sanitation. Except on the Owner's property, the Owner of a Dog shall remove and dispose of all Dog feces.
- 3. Female dogs in heat. Every female Dog in heat in the city shall be confined in a building or secure enclosure that prevents contact with another dog, except for planned breeding.

605.023. IMPOUNDMENT.

1. Authority; notice to known owners; reclamation by owners; humane disposal of unclaimed dogs. Unrestrained dogs running At Large in the City may be taken by an Animal Control Officer or the Humane Society and impounded in an Animal Shelter. Impounded dogs shall be kept for not less than five days, unless reclaimed by their owners. If by a permit tag or by other means the owner can be identified, the animal control officer shall immediately, upon impoundment, notify the Owner by telephone, mail or electronic means of impoundment
2. Unclaimed Dog. If a Dog is not claimed by its Owner within five days, the Animal Control Officer shall, if possible, deliver it to a Humane Society or similar animal adoption organization, give the animal away, or, as a last resort, order the disposal of the animal in a humane manner.
3. Vaccination before release. The Owner shall show proof of rabies vaccination, or, if the dog is not currently vaccinated against rabies, shall, at the Owner's cost, arrange for the dog to be so vaccinated before it is released.
4. Fees; additional penalties. The Owner shall pay all expenses associated with Impoundment, regardless of whether the Owner claims the animal.
5. Return to owner of dog found at large. Notwithstanding (1) and (2), if a dog is found At Large in the City but is properly tagged and current on rabies vaccination and its Owner can be identified and located, it shall not be impounded and shall instead be delivered to the Owner.

605.024. **DANGEROUS DOGS.** Minnesota Statute §§ 347.50 through 347.565 shall regulate dangerous Dogs.

605.028. **CHICKENS.**

Restrictions. An Owner may keep chickens in the City subject to the following conditions:

1. Only hen chickens or pullets may be kept.
2. The number of chickens kept must be limited in number to the fewest of:
 - a. six per person; and
 - b. six per dwelling unit; and
 - c. six per lot, except that on any lot of less than 15,000 square feet of area, one per full 2,500 square feet of lot area.
3. Roosters are prohibited.
4. The butchering of chickens is prohibited.

5. Proper shelter in the form of barns, coops or hutches shall be provided in any area where chickens are permitted to roam. Chickens shall not be kept in a dwelling.
6. Shelters must comply with applicable building and City zoning requirements.
7. Shelters and chicken runs shall not be located within ten feet of any property boundary, except that this requirement shall be enforced only upon complaint of an owner or occupant of the abutting property.
8. Chicken shelters shall have a minimum size of three square feet per chicken, a maximum size of forty square feet, and must not exceed six feet in total height.
9. Chicken shelters shall be elevated a minimum of twelve inches and a maximum of twenty-four inches to allow for circulation beneath the coop.
10. Chicken shelters shall be heated or during winter, and shelters shall conform to building, zoning and electrical codes.
11. Food materials that are stored outside shall be in closed containers with lids.
12. All containment areas and shelters shall be maintained in a clean, sanitary, and odor-free environment and shall be free from the presence of rodents or vermin at all times. Organic matter shall not be allowed to accumulate for more than one week at a time, and shall be removed more often if necessary to eliminate odors that constitute a nuisance.
13. Chickens shall not be raised or kept for fighting. Cockfighting is prohibited.

605.067. ANIMALS WHICH CANNOT BE IMPOUNDED.

1. If an animal is known to be vicious or dangerous and cannot be safely apprehended after reasonable effort, an Animal Control Officer may immediately kill the animal.
2. When an animal cannot be impounded and is in violation of any part of this part of this chapter, the owner, as defined herein, shall be guilty of a misdemeanor.

605.100. DISEASE CONTROL.

- 605.101. RABIES CONTROL.** The Minnesota State Health Laws and Regulations pertaining thereto shall apply in cases of rabid animals, animals which have bitten any person or animals suspected of being rabid.

605.102. BITING ANIMALS TO BE QUARANTINED.

1. Quarantine Period. Any animal that has bitten a person, or any animal reasonably suspected of being rabid, shall be confined for at least ten (10) days from the date of the bite or from the date it is picked up by the City's animal confinement

contractor.

2. Testing. If there is reasonable cause to believe the animal may be rabid, a Doctor of Veterinary Medicine shall perform any necessary tests to determine whether the animal is infected.
3. Owner's Responsibility. The owner of the animal shall bear all costs associated with confinement, testing, and any necessary treatment, as well as any additional expenses resulting from the bite.

605.103. **REPORTS OF BITE CASES.** Every physician or other medical practitioner who treats an individual for an animal bite shall promptly report the incident to the Animal Control Officer and the City Council. Such report shall include the name and address of the person bitten and any other relevant information needed for rabies control.

605.104. **RESPONSIBILITIES OF VETERINARIANS.** Every licensed veterinarian shall notify the City Administrator and City Council of any animal in their care or observation that is diagnosed or reasonably suspected to be rabid, providing all pertinent information to aid in controlling the spread of rabies.

605.110. **PROHIBITED ANIMALS.** To protect the health, safety and welfare of the citizens of the City, no person shall keep any wild, dangerous or undomesticated animal.

Examples of wild animals considered capable of inflicting severe bodily harm to humans include but are not limited to:

1. Any animal defined as a "Regulated Animal" in M.S. § 346.155.
2. Any member of the family Canidae, such as wolves, coyotes, dingoes, and jackals, except Dogs.
3. Any crossbreed such as crossbreeds between Dogs and coyotes, or Dogs and wolves, but not including crossbred domesticated animals.
4. Any poisonous or venomous animal such as a venomous snake.
5. Any animal which by its size, vicious nature or other characteristic is dangerous to human beings.
6. Any other animal which is commonly considered wild and not domesticated.

Exception: Service or therapy animals are allowed if protected under the Americans with Disabilities Act.

605.111. **FARM ANIMALS.** Except as otherwise provided, no person shall keep or permit any horse, hog, mule, sheep, swine, goat, emu or other farm animal upon any lot or property, nor shall any person keep any pigeon or any other fowl upon any lot or property within the City of Birchwood Village.

- 605.112. **CRUEL TREATMENT.** Any person who treats an animal in a cruel or inhumane manner, or willfully or negligently causes or permits any animal to suffer torture or pain unnecessarily is guilty of a misdemeanor.
- 605.114. **MANNER OF KEEPING.** No person shall keep any animal in the City in an unsanitary place or condition or in a manner resulting in objectionable odors or in such a way as to constitute a nuisance or disturbance by reason of barking, howling, fighting, or other noise or in such a way as to permit the animal to annoy, injure, or endanger any person or property , nor shall any person allow an animal to cause a Public Nuisance as defined in Chapter 606 of the City Code. Violation shall be a misdemeanor.
- 605.115. **UNREASONABLE DISRUPTIONS.** Any Owner who permits an Unreasonable Disruption shall be guilty of a misdemeanor.
- 605.140. **INTERFERENCE.** Any person who interferes with, hinders, or molests any agent of the City Council in the performance of the agent's duties, or who seeks to release any animal in the custody of the City Council or its agents, except as herein provided, is guilty of a misdemeanor.
- 605.160. **ENFORCEMENT.** Animal Control Officers are granted police powers and shall enforce the provisions of this code.
- 605.165. **REGULATION BY CITY.** The City Council may, by resolution, restrict and adopt regulations of animals on public property.
- 605.170. **PENALTIES FOR VIOLATION.** Unless otherwise specified, any person violating any of the provisions of this Code is guilty of a petty misdemeanor. In addition, the City may revoke all animal permits issued to such person and may refuse to issue animal permits for three years following the violation.

EFFECTIVE DATE: This ordinance becomes effective on the date of its publication, or upon the publication of a summary of the ordinance as provided by M.S. § 412.191, subd. 4, as it may be amended from time to time, which meets the requirements of M.S. § 331A.01, subd. 10, as it may be amended from time to time.

Adopted by the City of Birchwood Village City Council this XXth day of May, 2025

Jennifer Arsenault, Mayor

Attest:
