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# 2023

## WEEKLY UPDATE

**TO: HONORABLE MAYOR AND CITY COUNCIL**  
**FROM: JUSTIN MILLER, CITY ADMINISTRATOR**  
**DATE: MARCH 24, 2023**

**“Yesterday is not ours to recover, but tomorrow is ours to win or to lose.” – Lyndon B. Johnson**

### FINANCE

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#### Annual Audits:

- The Lakeville Fire Relief Association (LFRA) 2022 annual audit was completed. The LFRA board approved the 2022 report at their March meeting.
- Lakeville Arenas and Dakota 911 – Fieldwork has been completed for both audits. Staff is drafting the 2022 financial reports.
- Staff is working on completing audit workpapers for the City audit. Fieldwork with auditors from CliftonLarsonAllen LLP will take place in mid-April. Thank you to other departments who have assisted with providing information and answering a multitude of questions about 2022 costs, revenues, and projects!

#### Enterprise Resource Planning (ERP) System:

- Staff has participated in initial meetings to review functionality and setup options, establish timelines, etc.
- Staff also participated in a demonstration of the BS&A community development/inspection software.

### PUBLIC WORKS

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#### Streets, Fleets, Constructions Services and Utilities

- Streets is working on filling potholes with cold mix asphalt.

- Streets is clearing snow and ice from catch basins and flared end sections for proper drainage of melting snow.
- Streets is making repairs on street signs that were damage by motorists in past snow events.
- Fleet is performing services on dump trucks and preparing street sweeping equipment.
- Utilities staff started manhole inspections that are in low lying areas. These inspections identify and repair manholes that groundwater is infiltrating.
- Utilities has RFPs out for hydrant painting and sanitary sewer lining.

#### Environmental Resources/Forestry

- The Lakeville Lions Club donation/grant of \$26,000 for a landscaping and ethnobotanical garden to be placed at the renovated cabin this summer. Native plants will be used and signage will be placed to educate about the benefits of using native plants in personal landscaping as well as to highlight the native plants used by the Dakota people and their uses.
- A contractor started removing buckthorn and other trees smaller along the two channels at the Caslano development. The removal is expected to be completed by the end of the week. The removal of this vegetation will aid in the restoration efforts that are planned for the channels this summer.
- Forestry staff continue to inspect private property ash trees that have been identified as infested with emerald ash borer as part of the Shade Tree Pest ordinance. To date, 124 individual property inspections have been completed and tree removals have begun.
- The Arbor Day tree sale continues through April 10. To date, over 2/3rds of the trees and shrubs have been purchased with many varieties sold out.
- Contractors have started the removal of 101 infested ash trees from eight city park and natural areas. A diverse mix of new trees will be planted in the spring of 2023.
- Forestry staff attended the Home Show on March 18, answering questions related to tree care and emerald ash borer, as well as promoting the Arbor Day tree sale.

## **PARKS AND RECREATION**

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#### Park Administration and Maintenance

- A bid opening was held for the Knob Hill Park project. Six contractors provided bids for the construction of the new park. The low bid was around \$117,000.00, under the engineers estimate and was provided by Blackstone Contractors, LLC. Blackstone Contractors completed the construction of North Creek and Pinnacle Reserve parks last year. SRF Consulting is working with the contractor and City staff to finalize an agreement for City Council approval. A pre-construction meeting will be scheduled, and construction is anticipated to begin this spring.
- A kickoff meeting for the Avonlea Community Park was held with representatives from SRF Consulting who will be the project lead and designer. Representatives from HCM Architects were also present who will be the building architects for this project. The design team and City staff discussed building usage and concepts, potential master plan adjustments and other project details. The team will begin meeting regularly and continue to develop schematic

plans. The project is scheduled for bidding in early January of 2024 with construction beginning in spring of that year.

- The Antlers Park construction team met to discuss and coordinate the door hardware and electronic door locking system with their respective suppliers and installation contractors.
- Staff and members from the Lakeville Cycling Association met to discuss project and maintenance plans for 2023. The group is working with Eagle Scouts, volunteers from the association and a contractor to continue to improve this well used amenity.
- The posting for the open Park Maintenance II position closed on Monday with 35 applications being received. Parks and Human Resources staff are coordinating application review and determining the candidates that will be interviewed.
- Maintenance staff continue the Dakota Heights warming house renovation project. New flooring material was installed after minor structural improvements were made to the framing of the building.
- Maintenance staff painted the interior of the McGuire warming house.
- Staff continue to assist the Street Department with hauling snow from Cul de Sacs.

#### Recreation and Heritage Center

- At the Heritage Center, we had two wonderful presentations held in the past couple of weeks, one titled Life Care Planning: Estate Planning, Wills and Powers of Attorney and the other was on Medical Assistance and Veterans Benefits. Both drew many seniors who turned out to listen and learn. These presentations were provided for us by the Cassia-Affiliated Communities. If you are interested in these or other presentations, please check out the Heritage Happenings newsletter.
- We are preparing for the [Easter Egg Scramble](#). Food has been purchased for the breakfast and candy and easter eggs were delivered to participating DLBA businesses. Staff followed up with our sponsors and volunteers to ensure that everything is in order for the Easter Bunny and the little bunnies to visit at the event. Music Together will be leading the kids in song and afterwards the families will head downtown to 9 businesses that are participating and handing out Easter Eggs to the registered children.
- Interviews for summer program leaders and puppeteers continued.

#### Arts Center

- Summer 2023 class registrations have begun and include a wide variety of Pottery, Painting, Drawing, Theater, Glass, and workshops for all skills and age levels. View the full list of now available [classes online](#).
- Program staff has been busy sending out the invitations for the 2023 Downtown Lakeville Art Crawl, scheduled for May 13. More details, along with an interactive event map, will become available in the coming weeks.
- Staff has been busy sending out performance agreements for the 2023 Summer Concert Series at the new Casperson Park Outdoor Performance Stage. A full schedule will be published within a month.

- CastleCo’s production of [Willy Wonka](#) the musical opened this week. With 12 performances through April 2, there are still tickets available for several of the performance dates.
- Two new productions were announced this week, including the return of [Heathers the Musical](#) running May 26 – June 4 and the summer youth production, [Mean Girls](#) the musical running August 18 – 27. Tickets are on sale now!

## COMMUNICATIONS

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- [Sun Thisweek](#): features Lakeville Area School District. We will be in March 31.
- This week has been EPA WaterSense “Fix a Leak Week”. Environmental Specialist Kelly Perrine made a few takeover social media posts and videos that we’ve been using with success across our platforms. (Video are listed below)
- Media productions:
  - [Focus on Lakeville](#) (a new episode every Friday)
  - Lakeville Planning Commission: [March 16](#)
  - Get to Know Your Councilmember: [Joshua Lee](#)
  - Get to Know Your Councilmember: [Dan Wolter](#)
  - Lakeville City Council Meeting: [March 20](#)
  - Lakeville City Council [Wrap-Up](#)
  - Lakeville Heritage Center: [April Activities](#)
  - Fix a Leak: [Day 1](#)
  - Fix a Leak: [Day 2](#)
  - Fix a Leak: [Day 3](#)
  - Fix a Leak: [Day 4](#)

### Upcoming Meetings of the Council

March 27, 2023	Work Session	6:30 pm
April 3, 2023	Regular Meeting	6:30 pm
April 17, 2023	Regular Meeting	6:30 pm

### Informational Attachments:

- Police Department Weekly Report
- Fire Department Weekly Report
- Lakeville Liquors Weekly Report



# Lakeville Police Department Update

Sunday, March 12 – Saturday, March 18, 2023

## 757 Calls for Services



162 TRAFFIC STOPS



39 SUSPICIOUS ACTIVITY



7 DOMESTICS



23 AUTO ACCIDENTS



7 THEFTS



10 CRISIS MENTAL HEALTH  
11 WELFARE CHECKS  
1 SUICIDE THREAT/ ATTEMPT/DEATH



27 ALARM BURGLAR  
3 FIRE ALARM



6 FRAUD



14 ANIMAL CALLS



1 BURGLARY



63 MEDICALS



5 VANDALISM/DAMAGE  
PROPERTY



0 DRUG ACTIVIITY



4 CHILD PROTECTION



24 DISTURBANCES



1bDRUNKENNESS



1 MISSING PERSON



0 SHOPLIFTING



## Lakeville Police Department Update Sunday, March 12 – Saturday, March 18, 2023

### Weekly Review

Please note, if you have reviewed our Calls for Services, you'll see the Weekly Review doesn't include a comprehensive list of calls to which LPD responded. Incidents included here are based on severity, impact on public safety or other factors.

- Theft from Vehicle was reported at 1XX Anthony Drive. A purse, containing a credit card, was stolen from an unlocked vehicle.
- Home Vandalism was reported at 17XXX Iceland Court.
- Patrol responded to an early morning Auto Theft at 3XX Brutus Drive. The vehicle had been left in the driveway, unlocked, "puffing"/warming up before being stolen. Around an hour later, the vehicle was recovered on 200<sup>th</sup> Street. It was unoccupied, with the keys in the ignition.
- Harassment was reported by a victim who met a new friend on social media and thought it a good idea to send compromising photos of himself. His new "friend" then attempted to extort him for cash, threatening to release the photos online if payment wasn't received. No money was sent, and the victim was advised to shut down his social media.
- Officers were dispatched to a possible Overdose. Officers and Fire provided first aid to the 35-year-old male, administering Narcan, until medics arrived and took over. The patient was transported to the hospital for further care.
- Another day, another Harassment call involving compromising photos. Unfortunately, this victim did send approximately \$1k in payments to his new "friend" to try and avoid his glamour shots being disseminated.
- During a routine Traffic Stop, at Cedar and 179<sup>th</sup> Street, the 30-year-old male driver was found to have an outstanding felony warrant in Ramsey County. He was taken into custody without incident.
- Fraud was reported by a victim was contacted randomly, via phone, by someone claiming to be with her bank. During the conversation, she gave this unknown person her mobile banking password and is now out over \$3k. Please remember, banks and entities like the IRS will never contact you via phone and ask you for private information.
- Theft of a wallet was reported from 20XXX Holyoke Avenue. The victim left a wallet on the counter and it was stolen.

- Officers responded to 5XX Juliet Drive on a Suspicion call. An unknown vehicle had been left parked in the driveway. The vehicle was determined to be stolen out of Minneapolis. It was towed. There is currently no suspect information.
- Burglary was reported from 7XXX 160<sup>th</sup> Street West. Money was stolen from the cash register by an unknown suspect. Surveillance video shows the suspect was wearing a mask and made forced entry to the business during early morning hours.
- Officers responded to a Vehicle Fire at 19XXX Harvest Drive. Early reports had someone possibly still in the vehicle. Upon arrival, the only occupant, the 37-year-old male driver, had already exited. Fortunately, he didn't suffer any injuries. He was, however, highly intoxicated, showing numerous signs of impairment and testing a .28 PBT. He couldn't understand how his vehicle crashed or caught on fire. He was jailed on DWI charges. Thank you to our LFD partners who responded quickly, per usual, and put the fire out!
- Theft from Vehicle was reported at 16XXX Inglewood Drive. A book bag was taken from the unlocked vehicle.
- From the files of "You can't make this stuff up!" Responding to a Driving Complaint, a 43-year-old male was arrested for 4<sup>th</sup> Degree DWI after he failed SFST's and tested a .13 BAC. He was later released to his mother, at which point he defecated himself due to his level of intoxication.



Lakeville Fire Department Update  
Monday, March 13 – Sunday, March 19  
69 Calls for Service



FIRES  
3



VEHICLE ACCIDENT  
8



MEDICAL  
34



HAZARDOUS  
CONDITIONS  
4



FIRE ALARMS  
5



GOOD INTENT  
15



FIRE PREVENTION  
1



INSPECTIONS  
25



SERVICE CALLS  
0





# March 19 – March 25, 2023 Weekly Summary

March 1-20 Sales Summary				Change in %
Heritage	\$285,171	2022	\$295,714	Decrease 3.6%
Galaxie	\$318,881	2022	\$322,528	Decrease 1.1%
Kenrick	\$238,863	2022	\$234,577	Increase 1.8%
Keokuk	\$243,861	2022	\$225,599	Increase 8.1%
Combined	\$1,086,796	2022	\$1,078,417	FLAT +
March 1-20 Customer Count				Change in %
Heritage	9,763	2022	10,299	Decrease 5.2%
Galaxie	11,035	2022	11,550	Decrease 4.4%
Kenrick	8,378	2022	8,321	FLAT +
Keokuk	7,222	2022	6,883	Increase 4.9%
Combined	36,398	2022	37,053	Decrease 1.8%
March 1-20 Sales Per Transaction				Change in %
Heritage	\$29.23	2022	\$28.73	Increase 1.7%
Galaxie	\$28.91	2022	\$27.93	Increase 3.5%
Kenrick	\$28.51	2022	\$28.20	Increase 1.1%
Keokuk	\$33.79	2022	\$32.80	Increase 3.0%
Combined	\$29.87	2022	\$29.12	Increase 2.6%

This month has been a roller coaster for metrics. I am hoping the forecast for warmer weather will give us a needed push. Keep up the great work!

## March Fundraiser

During the month of March, we are raising funds to benefit 360 Communities and The Open Door Pantry. Here are the totals so far this month. FANTASTIC numbers, we are on pace for a record fundraiser! Great job to everyone!

- Heritage - \$5,173
- Galaxie - \$5,284
- Kenrick - \$5,912
- Keokuk - \$4,848
- **TOTAL - \$21,217**

**“Customers are like teeth. Ignore them and they'll go away.” — Jerry Flanagan**

## Product Breakout

### Hunni Sparkling Soju Ready-to-Drink

Hunni Sparkling Soju is a ready-to-drink line of canned sparkling soju cocktails at 4% ABV ranging from 90-100 calories per 12 oz can. They are made with soju distilled from organic wheat and California rice with real fruit juice and natural flavors.



- **Pear, Perilla Leaf + Lime:** Brings together crisp and tart Korean pears with perilla leaf (Korea's mint-like herb) and a squeeze of lime.
- **Yuzo + Elderflower:** Balances the soft citrus flavor of yuzu, reminiscent of grapefruit and mandarin orange with the floral and fragrant notes of elderflower.
- **Grape + Ginger Transfusion:** Blends rich sweetness from Concord grape juice and the heat of ginger with a squeeze of lime, a truly modern spin on the classic cocktail.

**What is soju? A clear distilled spirit popular in the Korean Peninsula. It is usually consumed neat.**

## What's in Store

### Scarlet Vine Cabernet

Deep ruby red with aromas of ripe berries and toffee alongside aromas of vanilla, soft mocha and sweet spices of vanilla and cloves. It has an intense palate, showing structure, elegance and smooth tannins with a lingering fruity finish.

**Save \$4 the month of March at all locations!**



## What's on Tap

**Join us on Wednesday, April 5 from 6:30 – 8 p.m. for a chocolate, wine and spirits tasting at the Keokuk Emporium Room.** This event is back by popular demand and is available at a **discounted** price to all Lakeville Liquors employees! Product being tasted and paired with elegant, locally made truffles from Masterpiece Chocolates includes:

- Domaine de la Racauderie, Vouvray Sec 2020
- Domaine Bourgogne-Devaux, Bourgogne Hautes Cotes De Beaune La Perriere 2019
- Cline Cellars, Zinfandel Ancient Vines Cota County 2021
- Chateau l'Ermitage, Le Muscat 2018
- Quinta do Noval, Black Porto NV
- Woody Creek Bourbon, Aspen, CO
- Dampferwerk Single Malt Whiskey
- Manly Spirits Co., Cold Brew Coffee Liqueur