



CITY COUNCIL AGENDA
MONDAY, OCTOBER 7, 2019
7:00 P.M.

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. ADDITIONS OR CORRECTIONS TO AGENDA
5. DISCUSSION FROM THE FLOOR
6. **CONSENT AGENDA:**
 - A. Approval of Minutes – September 16, 2019
 - B. Budget to Date (August)/Statement of Fund Balance
 - C. Proclamation – Domestic Violence Month – October 2019
 - D. Contractor’s Request for Payment No.1 – Hydro-Klean LLC
 - E. Contractor’s Request for Payment No. 2 – Final – Allied Blacktop
 - F. Right of Way Application – CenterPoint Energy
 - G. Contractor’s Licenses
 - H. Sign Permit
 - I. Business License – Cigarette License
 - J. Correspondence
7. PRESENTATION
 - A. Swearing In of Police Officer Dustin Lemke
8. PUBLIC WORKS REPORT
9. CODE ENFORCEMENT REPORT
10. ORDINANCES AND/OR RESOLUTIONS
 - A. Approval of Ordinance 455, Amending Chapter 52 of the Spring Lake Park City Code Relating to Storm and Surface Waters
 - B. Approval of Resolution 19-33 Authorizing Publication of Title and Summary of Ordinance 455, An Ordinance Amending Chapter 52 of the Spring Lake Park City Code Relating to Storm and Surface Waters
 - C. Approval of Ordinance 456, Amending Chapter 152 of the Spring Lake Park Code of Ordinance Relating to Subdivisions
 - D. Approval of Resolution 19-34 Authorizing Publication of Title and Summary of Ordinance 456, An Ordinance Amending Chapter 152 of the Spring Lake Park City Code Relating to Subdivisions
 - E. Approval of Ordinance 457, Amending Chapter 152 of the Spring Lake Park City Code Relating to Subdivisions Relating to Subdivisions
 - F. Approval of Resolution 19-35 Authorizing Publication of Title and Summary of Ordinance 457, an Ordinance Amending Chapter 152 of the Spring Lake Park City Code Relating to Subdivisions
11. NEW BUSINESS
 - A. Monte’s Site Plan Review
 - B. Authorize Preparation of Plans and Obtain Quotes for 81st Avenue Signing Plan
 - C. Authorize Plans and Bidding for Garfield Pond Improvement Project
 - D. Approve Appointment of Recreation Program Supervisor Positions
11. ENGINEER’S REPORT
12. ATTORNEY’S REPORT
13. REPORTS
 - A. Beyond the Yellow Ribbon Report



14. OTHER
 - A. Administrator Reports
 - B. Closed Session – Labor Negotiations Strategies
15. ADJOURN

**SEE NEXT PAGE FOR RULES FOR PUBLIC HEARINGS AND
DISCUSSION FROM THE FLOOR**

RULES FOR DISCUSSION FROM THE FLOOR AND PUBLIC HEARINGS

DISCUSSION FROM THE FLOOR

- Discussion from the floor is limited to three minutes per person. Longer presentations must be scheduled through the Administrator, Clerk/Treasurer's office.
- Individuals wishing to be heard must sign in with their name and address. Meetings are video recorded so individuals must approach the podium and speak clearly into the microphone.
- Council action or discussion should not be expected during "Discussion from the Floor." Council may direct staff to research the matter further or take the matter under advisement for action at the next regularly scheduled meeting.

PUBLIC HEARINGS

The purpose of a public hearing is to allow the City Council to receive citizen input on a proposed project. This is not a time to debate the issue.

The following format will be used to conduct the hearing:

- The presenter will have a maximum of 10 minutes to explain the project as proposed.
- Councilmembers will have the opportunity to ask questions or comment on the proposal.
- Citizens will then have an opportunity to ask questions and/or comment on the project. Those wishing to comment are asked to limit their comments to 3 minutes. In cases where there is a spokesperson representing a group wishing to have their collective opinions voiced, the spokesperson should identify the audience group he/she is representing and may have a maximum of 10 minutes to express the views of the group.
- People wishing to comment are asked to keep their comments succinct and specific.
- Following public input, Councilmembers will have a second opportunity to ask questions of the presenter and/or citizens.
- After everyone wishing to address the subject of the hearing has done so, the Mayor will close the public hearing.
- The City Council may choose to take official action on the proposal or defer action until the next regularly scheduled Council meeting. No further public input will be received at that time.

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council was held on September 16, 2019 at the Spring Lake Park Community Center, 1301 81st Avenue N.E., at 7:00 P.M.

1. Call to Order

Mayor Nelson called the meeting to order at 7:00 P.M.

2. Oaths Of Office

Administrator Buchholtz gave the Oaths of Office to Mayor Nelson and Councilmember Dircks.

3. Roll Call

Members Present: Councilmembers Wendling, Delfs, Goodboe-Bisschoff, Dircks and Mayor Nelson

Members Absent: None

Staff Present: Public Works Director Randall; Police Chief Ebeltoft; Building Inspector Baker; Parks and Recreation Director Rygwall; Administrator Buchholtz and Executive Assistant Gooden

Visitors: Christine Sedam and Marinna Szulczewski, 8400 Laddie Road NE
Steve Birmingham, 773 83rd Avenue NE
Bonnie Dircks, 773 83rd Avenue NE
Andy Pratt, Best & Flanagan LLC

4. Pledge of Allegiance

5. Additions or Corrections to Agenda - None

6. Discussion From The Floor - None

7. Consent Agenda:

Mayor Nelson reviewed the following Consent Agenda items:

- A. Approval of Minutes – September 3, 2019
- B. Disbursements
 - 1. General Fund Disbursement Claim No. 19-15 - \$586,152.57
- C. Sign Permit
- D. Contractor's Licenses
- E. Correspondence

MOTION BY COUNCILMEMBER WENDLING APPROVING THE CONSENT AGENDA. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

8. Police Report

Police Chief Ebeltoft reviewed the August 2019 department statistics.

Chief Ebeltoft reported that the Police Department responded to six hundred seventy seven calls for service for the month of August 2019 compared to five hundred thirty six calls for service in August 2018.

Chief Ebeltoft reminded the residents of Spring Lake Park that school will be starting soon. He stated that more school buses will be on the roadways and students walking/driving to and from school. He stated that the Police Department would like to ask for the community's assistance with allowing extra time for traveling to where ever they may be going to be watchful of the school traffic.

Chief Ebeltoft reported that Investigator Bennek reports to handling a caseload of 35 cases for the month of August 2019. He stated that Investigator Bennek noted 26 of these cases were felony in nature, two cases were gross misdemeanor and seven cases were misdemeanor in nature. He stated that Investigator Bennek is also monitoring two forfeiture cases along with his current monthly case load.

Chief Ebeltoft reported that Investigator Bennek had reviewed a "Crime Alert Bulletin" issued to metro area investigators regarding a male accessing "Senior Living" type buildings and assaulting female victims. He noted that Investigator Bennek realized through his investigations and working with ten other cities in the metro area and the Anoka County Sherriff's Office, they were able to identify the male in these incidents.

Chief Ebeltoft reported that Investigator Bennek noted that the Police Department has seen an uptick in "crimes of opportunity" in the city. He reported that individuals are targeting unlocked vehicles in driveways during overnight hours looking for valuable items to steal.

Chief Ebeltoft reported, in addition to addressing the day-to-day operations of the Department, Director of Public Safety/Chief of Police Ebeltoft attended numerous meetings throughout the month representing Spring Lake Park Police Department and the City of Spring Lake Park.

Mayor Nelson congratulated Investigator Bennek on his hard work and investigation with the other agencies in identifying the male suspect in the above-mentioned case. He stated that Investigator Bennek has only been in his current position for three months

9. Parks and Recreation Report

Parks and Recreation Director Rygwall reported that the Parks and Recreation Commission met and welcomed John Kylander to the Commission. She reported that they discussed the softball tournament and concessions and reviewed the fall activity brochure. She stated that the Parks and Recreation budget was reviewed.

Ms. Rygwall reported that the last of the Music in the Park events was event in August and was well attended. She thanked the Beyond the Yellow Ribbon committee for their concession sales during the event.

Ms. Rygwall reported that 40 applications were received for the Recreation Supervisor positions and interviews will be held on September 26 and September 27. She provided the monthly program statistics and a recap of the day trips that were offered.

10. New BusinessA. Approval of Amendment to Private Activity Bond Policy

Administrator Buchholtz reported that the City of Spring Lake Park, through its bond counsel, received a request from Excell Academy Charter School, Brooklyn Park, to issue tax-exempt conduit bond financing to allow the school to purchase and remodel the building it currently rents. He reported that the City of Brooklyn Park was ruled out as an issuer as they have issued tax-exempt qualified debt in 2019.

Administrator Buchholtz reported that the City of Spring Lake Park has no plans to issue debt in 2019, making it a candidate to assist Excell Academy Charter School in this transaction. He stated that this transaction will not impact the City's debt rating or debt limit as established under state law. He reported that these bonds are not obligations of the City, which means that the City has no obligation to pay them in case of default. He stated that the transaction will be beneficial to the City as the transaction will generate \$57,500 in administrative fees for the City that can be used for any lawful purpose.

Administrator Buchholtz stated that in order to facilitate the transaction, the City Council will need to approve an amendment to the City's Private Activity Bond Policy. He provided a copy of the revisions for the Council's review. He explained that these types of transactions happen frequently across the State of Minnesota and were specifically authorized by the Federal and State governments as a way for non-profits to access the tax-exempt bond market to reduce the cost of issuance for construction projects.

Administrator Buchholtz reported that staff recommends to approve the proposed amendments to the City's Private Activity Bond Policy and to authorize the City's Bond Counsel to proceed with the transaction.

Councilmember Goodboe-Bisschoff inquired as to what the duration of the bonds will be and the cost to the City. Administrator Buchholtz reported that the structure of the bond issue is unknown at this time and those questions will be answered at the Public Hearing on October 2, 2019.

Councilmember Goodboe-Bisschoff inquired if the City would jeopardize the amount of bonds that can be issued in the future. Administrator Buchholtz stated that this issuance of bonds does not affect the City's debt limit. He stated that the bank qualified amount the city receives is reset every January. He stated that the City has no plans for any debt to be issued in 2019.

Andy Pratt, Best & Flanagan LLP, stated that he would not have approached the City if he knew that the City had plans to issue new bonds in 2019.

Councilmember Goodboe-Bisschoff inquired if the process would take place by the end of the year of 2019. Mr. Pratt stated that it is expected that the closing take place no later than December 31, 2019. He stated that closing is tentatively scheduled for November 22, 2019.

Councilmember Delfs inquired if the 0.5 percent fee was an annual fee. Mr. Pratt explained that the 0.5 percent fee would be paid at closing and it is a one-time fee.

Mayor Nelson inquired if the City Attorney Thames had any concerns over the transaction. Mr. Thames stated that he did not.

MOTION MADE BY COUNCILMEMBER DELFS TO APPROVE AMENDMENT TO PRIVATE ACTIVITY BOND POLICY. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

B. Approval of Council Appointments

Mayor Nelson reported that with the appointment of Lisa Dircks to the City Council, the City Council once again is at full strength. He provided the Council members with a current copy of the appointments.

Councilmember Dircks inquired if a member is listed as an alternative to a committee, could they still attend the meeting. Administrator Buchholtz stated that they could however; he asked that they give Administrative staff a three-day notice so a potential quorum notice could be posted.

MOTION MADE BY MAYOR NELSON TO APPROVE COUNCIL APPOINTMENTS. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

11. Engineer's Report

Administrator Buchholtz reminded the public and Council of the Garfield Pond Open House on September 23, 2019 at 5:00 PM.

12. Attorney's Report - None13. Reports

Councilmember Goodboe-Bisschoff reported that she attended the Spring Lake Park Blaine Mounds View Fire Department 75th Anniversary celebration on September 14, 2019. She reported that it was well attended and it was a great time.

14. OtherA. Administrator Reports

Administrator Buchholtz reported that his performance evaluation date is approaching. He stated that evaluation forms will be provided to the Council and the evaluation will take place on October 21, 2019.

Administrator Buchholtz reported that the final contract for the 525 Osborne Road property have not been returned and when it is returned the Council will go into closed session to discuss the changes and new contract.

Administrator Buchholtz stated that there has been a lot of press news regarding the Hy-Vee store. He stated that Hy-Vee is committed to the completing the Spring Lake Park store and the store will more than likely be opening in the Spring of 2020. He stated that the gas station and convenience store is currently under construction and will open in December of 2019. He reported that the signal work on 81st Avenue NE and Highway 65 is nearing completion.

15. Adjourn

MOTION BY COUNCILMEMBER WENDLING TO ADJOURN. VOICE VOTE: ALL AYES. MOTION CARRIED.

The meeting was adjourned at 7:36 PM.

Robert Nelson, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

MEMORANDUM

DATE: September 25, 2019

TO: Mayor, City Council and Department Heads

FROM: Peggy Anderson, Accountant



RE: Budget to Date (as of August 31, 2019)

Attached is the August, 2019 Budget to Date for revenue and expenditures. A strict adherence to the year-to-date ratio would have each expenditure line item with **33.36% remaining**. The overall General Fund ratio is **35.18%**.

CITY OF SPRING LAKE PARK

Statement of Revenue and Expenditures

Revised Budget
 For GENERAL FUND (101)
 For the Fiscal Period 2019-8 Ending August 31, 2019

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
Revenues					
101.00000.31010	\$ 0.00	\$ 0.00	\$ 3,169,666.00	\$ 1,669,705.34	47.32%
101.00000.31020	0.00	0.00	0.00	13,195.52	0.00%
101.00000.31910	0.00	0.00	0.00	5,580.50	0.00%
101.00000.32110	0.00	50.00	29,800.00	668.09	97.76%
101.00000.32178	0.00	0.00	100.00	0.00	100.00%
101.00000.32179	0.00	521.00	6,252.00	3,647.00	41.67%
101.00000.32180	0.00	(146.32)	6,000.00	303.68	94.94%
101.00000.32181	0.00	450.00	5,000.00	6,792.50	(35.85%)
101.00000.32208	0.00	650.00	8,000.00	9,045.00	(13.06%)
101.00000.32210	0.00	16,174.67	75,000.00	113,269.46	(51.03%)
101.00000.32211	0.00	808.40	5,000.00	4,692.55	6.15%
101.00000.32215	0.00	0.00	0.00	150.00	0.00%
101.00000.32230	0.00	1,135.40	5,000.00	6,581.40	(31.63%)
101.00000.32231	0.00	39.00	1,000.00	93.00	90.70%
101.00000.32232	0.00	757.58	10,000.00	19,727.00	(97.27%)
101.00000.32233	0.00	16.01	1,000.00	447.14	55.29%
101.00000.32240	0.00	18.00	400.00	658.00	(64.50%)
101.00000.32260	0.00	200.00	2,600.00	2,450.00	5.77%
101.00000.32261	0.00	0.00	2,000.00	1,200.00	40.00%
101.00000.32262	0.00	0.00	0.00	100.00	0.00%
101.00000.33401	0.00	0.00	396,735.00	198,357.50	50.00%
101.00000.33404	0.00	0.00	5,775.00	2,887.50	50.00%
101.00000.33416	0.00	10,935.95	3,300.00	10,935.95	(231.39%)
101.00000.33421	0.00	0.00	87,500.00	0.00	100.00%
101.00000.34102	0.00	0.00	200.00	0.00	100.00%
101.00000.34103	0.00	390.00	3,200.00	4,535.00	(41.72%)
101.00000.34104	0.00	7,429.58	40,000.00	61,510.17	(53.78%)
101.00000.34105	0.00	121.00	300.00	400.50	(33.50%)
101.00000.34107	0.00	0.00	100.00	25.00	75.00%
101.00000.34108	0.00	0.00	70.00	575.00	(721.43%)
101.00000.34109	0.00	0.00	60.00	0.00	100.00%
101.00000.34111	0.00	0.00	35,054.00	0.00	100.00%
101.00000.34115	0.00	0.00	375.00	270.00	28.00%
101.00000.34117	0.00	0.00	50.00	0.00	100.00%
101.00000.34201	0.00	0.00	2,000.00	900.00	55.00%
101.00000.34204	0.00	3,000.00	60,000.00	11,370.00	81.05%
101.00000.34205	0.00	0.00	1,500.00	2,738.30	(82.55%)
101.00000.34801	0.00	0.00	8,000.00	0.00	100.00%
101.00000.34949	0.00	0.00	0.00	95.11	0.00%
101.00000.34950	0.00	2,432.18	5,050.00	3,107.38	38.47%
101.00000.35101	0.00	4,501.35	50,000.00	23,413.43	53.17%
101.00000.35102	0.00	0.00	3,500.00	5,520.71	(57.73%)
101.00000.35349	0.00	0.00	500.00	700.00	(40.00%)
101.00000.35350	0.00	30.00	200.00	30.00	85.00%
101.00000.36210	0.00	1,675.40	15,000.00	9,054.08	39.64%
101.00000.36901	0.00	19,932.00	79,728.00	59,796.00	25.00%

CITY OF SPRING LAKE PARK
Statement of Revenue and Expenditures

Revised Budget
 For GENERAL FUND (101)
 For the Fiscal Period 2019-8 Ending August 31, 2019

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
101.00000.39100 CPWL REIM FOR SERVICES	0.00	0.00	0.00	8,100.00	0.00%
101.00000.39101 RECYCLE PARK PRGM-REIM F	0.00	0.00	0.00	1,264.16	0.00%
101.00000.39202 TRANSFER FROM PUBLIC UTILI	0.00	0.00	49,172.00	0.00	100.00%
101.00000.39203 CONTRIBUTION FROM LIQUOR	0.00	0.00	75,000.00	0.00	100.00%
101.00000.39206 TRANSFER FROM RECYCLING	0.00	0.00	2,500.00	0.00	100.00%
101.00000.39207 TRANSFER FROM RECREATIO	0.00	0.00	62,500.00	0.00	100.00%
Total Revenues	0.00	71,121.20	4,314,187.00	2,263,891.97	47.52%
Total GENERAL FUND Revenues	\$ 0.00	\$ 71,121.20	\$ 4,314,187.00	\$ 2,263,891.97	47.52%

Expenditures

MAYOR AND COUNCIL Expenditures

101.41110.01030 PART TIME EMPLOYEES	\$ 0.00	\$ 2,111.14	\$ 31,296.00	\$ 19,772.38	36.82%
101.41110.01211 DEFINED CONTR PLAN/PERA	0.00	80.73	1,565.00	788.67	49.61%
101.41110.01220 FICA/MC CONTRIBUTIONS-EMP	0.00	161.50	2,395.00	1,512.56	36.85%
101.41110.01510 WORKERS COMPENSATION	0.00	0.00	70.00	0.00	100.00%
101.41110.02100 OPERATING SUPPLIES	0.00	0.00	500.00	393.64	21.27%
101.41110.03310 TRAVEL EXPENSE	0.00	0.00	765.00	109.04	85.75%
101.41110.03500 PRINTING & PUBLISHING	0.00	0.00	1,500.00	215.01	85.67%
101.41110.04300 CONFERENCE & SCHOOLS	0.00	0.00	2,805.00	10.00	99.64%
101.41110.04330 DUES & SUBSCRIPTIONS	0.00	0.00	13,052.00	6,309.00	51.66%
101.41110.04955 DISCRETIONARY	0.00	0.00	3,550.00	697.65	80.35%
Total MAYOR AND COUNCIL Expenditures	0.00	2,353.37	57,498.00	29,807.95	48.16%

ADMINISTRATION Expenditures

101.41400.01010 FULL TIME EMPLOYEES	0.00	37,271.68	323,025.00	223,310.46	30.87%
101.41400.01050 VACATION BUY BACK	0.00	0.00	6,100.00	0.00	100.00%
101.41400.01210 PERA CONTRIBUTIONS-EMPLO	0.00	2,785.02	24,227.00	16,686.13	31.13%
101.41400.01220 FICA/MC CONTRIBUTIONS-EMP	0.00	2,805.97	25,179.00	16,788.89	33.32%
101.41400.01300 HEALTH INSURANCE	0.00	4,868.50	60,650.00	37,146.79	38.75%
101.41400.01313 PRUDENTIAL LIFE INSURANCE	0.00	19.02	230.00	152.16	33.84%
101.41400.01510 WORKERS COMPENSATION	0.00	0.00	2,500.00	1,000.00	60.00%
101.41400.02000 OFFICE SUPPLIES	0.00	190.63	3,425.00	1,534.67	55.19%
101.41400.02030 PRINTED FORMS	0.00	0.00	1,794.00	321.85	82.06%
101.41400.02100 OPERATING SUPPLIES	0.00	0.00	625.00	108.57	82.63%
101.41400.02220 POSTAGE	0.00	182.68	3,445.00	1,211.97	64.82%
101.41400.03210 TELEPHONE	0.00	25.18	650.00	366.70	43.58%
101.41400.03310 TRAVEL EXPENSE	0.00	346.14	3,300.00	2,379.78	27.89%
101.41400.03410 EMPLOYMENT ADVERTISING	0.00	0.00	0.00	212.00	0.00%
101.41400.03500 PRINTING & PUBLISHING	0.00	0.00	300.00	0.00	100.00%
101.41400.03550 COUNTY FEES FOR SERVICE	0.00	0.00	2,900.00	0.00	100.00%
101.41400.04050 MAINTENANCE AGREEMENTS	0.00	0.00	7,192.00	7,643.09	(6.27)%
101.41400.04300 CONFERENCE & SCHOOLS	0.00	0.00	6,425.00	3,563.59	44.54%
101.41400.04330 DUES & SUBSCRIPTIONS	0.00	0.00	1,520.00	1,238.10	18.55%
101.41400.04390 US BANK CC REBATE-MISCELL	0.00	0.00	0.00	(1,944.10)	0.00%
101.41400.04500 CONTRACTUAL SERVICES	0.00	52.48	5,195.00	901.85	82.64%
Total ADMINISTRATION Expenditures	0.00	48,547.30	478,682.00	312,622.50	34.69%

CITY OF SPRING LAKE PARK
Statement of Revenue and Expenditures

9/18/2019 10:52am

Revised Budget
 For GENERAL FUND (101)
 For the Fiscal Period 2019-8 Ending August 31, 2019

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
ASSESSOR Expenditures					
101.41500.04000 CONTRACTUAL SERVICE	0.00	9,260.60	35,500.00	27,781.80	21.74%
Total ASSESSOR Expenditures	0.00	9,260.60	35,500.00	27,781.80	21.74%
AUDIT & ACCTG SERVICES Expenditures					
101.41540.03010 AUDIT & ACCTG SERVICES	0.00	0.00	10,737.00	9,737.50	9.31%
Total AUDIT & ACCTG SERVICES Expenditures	0.00	0.00	10,737.00	9,737.50	9.31%
I.T. SERVICES Expenditures					
101.41600.04000 I.T. SERVICES	0.00	488.17	38,020.00	29,473.18	22.48%
Total I.T. SERVICES Expenditures	0.00	488.17	38,020.00	29,473.18	22.48%
LEGAL FEES Expenditures					
101.41610.03040 LEGAL FEES	0.00	17,862.74	120,000.00	62,336.46	48.05%
Total LEGAL FEES Expenditures	0.00	17,862.74	120,000.00	62,336.46	48.05%
ENGINEERING FEES Expenditures					
101.41710.03030 ENGINEERING FEES	0.00	689.00	8,000.00	1,970.81	75.36%
Total ENGINEERING FEES Expenditures	0.00	689.00	8,000.00	1,970.81	75.36%
PLANNING & ZONING Expenditures					
101.41720.02100 OPERATING SUPPLIES	0.00	0.00	125.00	18.29	85.37%
101.41720.02220 POSTAGE	0.00	0.00	175.00	0.00	100.00%
101.41720.03500 PRINTING & PUBLISHING	0.00	0.00	600.00	0.00	100.00%
101.41720.04000 PLANNER FEES	0.00	0.00	500.00	0.00	100.00%
Total PLANNING & ZONING Expenditures	0.00	0.00	1,400.00	18.29	98.69%
GOVERNMENT BUILDING Expenditures					
101.41940.01010 FULL TIME EMPLOYEES	0.00	1,807.80	15,675.00	10,827.58	30.92%
101.41940.01013 OVERTIME	0.00	155.35	0.00	842.89	0.00%
101.41940.01020 ON CALL SALARIES	0.00	64.01	0.00	169.45	0.00%
101.41940.01050 VACATION BUY BACK	0.00	0.00	400.00	0.00	100.00%
101.41940.01210 PERA CONTRIBUTIONS-EMPLO	0.00	152.00	1,176.00	887.88	24.50%
101.41940.01220 FICA/MC CONTRIBUTIONS-EMP	0.00	150.75	1,231.00	890.72	27.64%
101.41940.01300 HEALTH INSURANCE	0.00	237.52	2,700.00	1,784.52	33.91%
101.41940.01313 PRUDENTIAL LIFE INSURANCE	0.00	1.04	13.00	8.32	36.00%
101.41940.01510 WORKERS COMPENSATION	0.00	0.00	700.00	0.00	100.00%
101.41940.02100 OPERATING SUPPLIES	0.00	100.23	9,000.00	6,753.68	24.96%
101.41940.02200 REPAIR & MAINTENANCE	0.00	162.49	7,200.00	10,489.34	(45.69%)
101.41940.02280 UNIFORMS,SAFETY SHOES	0.00	0.00	750.00	125.00	83.33%
101.41940.03210 TELEPHONE	0.00	429.79	6,780.00	4,670.38	31.12%
101.41940.03810 ELECTRIC UTILITIES	0.00	4,064.13	23,000.00	21,445.93	6.76%
101.41940.03830 GAS UTILITIES	0.00	0.00	15,000.00	14,124.60	5.84%
101.41940.03841 RUBBISH REMOVAL	0.00	256.92	4,300.00	2,397.08	44.25%
101.41940.04000 CONTRACTUAL SERVICE	0.00	330.94	4,715.00	2,789.00	40.85%
101.41940.07000 PERMANENT TRANSFERS OUT	0.00	0.00	9,264.00	0.00	100.00%
Total GOVERNMENT BUILDING Expenditures	0.00	7,912.97	101,904.00	78,206.37	23.25%

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Revised Budget
 For GENERAL FUND (101)
 For the Fiscal Period 2019-8 Ending August 31, 2019

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
POLICE PROTECTION Expenditures					
101.42100.01010 FULL TIME EMPLOYEES	0.00	118,901.31	1,100,740.00	740,180.47	32.76%
101.42100.01013 OVERTIME	0.00	4,461.50	97,000.00	42,980.80	55.69%
101.42100.01050 VACATION BUY BACK	0.00	0.00	6,800.00	7,452.72	(9.60%)
101.42100.01210 PERA CONTRIBUTIONS-EMPLO	0.00	19,385.83	185,777.00	122,507.61	34.06%
101.42100.01220 FICA/MC CONTRIBUTIONS-EMP	0.00	3,012.43	29,199.00	18,711.16	35.92%
101.42100.01300 HEALTH INSURANCE	0.00	14,744.26	180,000.00	116,654.00	35.19%
101.42100.01313 PRUDENTIAL LIFE INSURANCE	0.00	56.74	725.00	523.08	27.85%
101.42100.01510 WORKERS COMPENSATION	0.00	0.00	41,000.00	43,195.29	(5.35%)
101.42100.02000 OFFICE SUPPLIES	0.00	229.05	3,600.00	1,385.65	61.51%
101.42100.02030 PRINTED FORMS	0.00	0.00	1,200.00	746.96	37.75%
101.42100.02040 RANGE EQUIP & SUPPLIES	0.00	507.46	7,550.00	902.46	88.05%
101.42100.02100 OPERATING SUPPLIES	0.00	292.96	5,073.00	496.86	90.21%
101.42100.02120 MOTOR FUELS & LUBRICANTS	0.00	1,363.34	22,700.00	12,260.26	45.99%
101.42100.02220 POSTAGE	0.00	18.05	1,900.00	301.68	84.12%
101.42100.03050 MEDICAL EXPENSE	0.00	0.00	2,000.00	0.00	100.00%
101.42100.03210 TELEPHONE	0.00	(0.92)	3,900.00	1,487.97	61.85%
101.42100.03211 DATA SERVICES	0.00	145.11	33,781.00	18,914.16	44.01%
101.42100.03300 CLOTHING & PERSONAL EQUIP	0.00	563.93	9,960.00	3,774.49	62.10%
101.42100.03310 TRAVEL EXPENSE	0.00	508.50	1,200.00	730.23	39.15%
101.42100.03421 800 MHZ RADIO	0.00	0.00	2,006.00	90.75	95.48%
101.42100.04000 CONTRACTUAL SERVICE	0.00	52.47	18,885.00	14,294.80	24.31%
101.42100.04050 MAINTENANCE AGREEMENTS	0.00	0.00	4,000.00	3,187.48	20.31%
101.42100.04060 AUTO EQUIPMENT REPAIR	0.00	3,440.30	20,000.00	12,467.68	37.66%
101.42100.04070 OTHER EQUIPMENT REPAIR	0.00	96.50	2,500.00	243.80	90.25%
101.42100.04300 CONFERENCE & SCHOOLS	0.00	1,020.00	15,000.00	6,059.80	59.60%
101.42100.04330 DUES & SUBSCRIPTIONS	0.00	0.00	1,485.00	1,368.00	7.88%
101.42100.05000 CAPITAL OUTLAY	0.00	0.00	37,471.00	28,937.14	22.77%
101.42100.07000 PERMANENT TRANSFERS OUT	0.00	0.00	17,157.00	0.00	100.00%
Total POLICE PROTECTION Expenditures	0.00	168,798.82	1,852,609.00	1,199,855.30	35.23%
FIRE PROTECTION Expenditures					
101.42200.04000 CONTRACTUAL SERVICE	0.00	18,364.00	220,369.00	146,912.00	33.33%
101.42200.05000 CAPITAL OUTLAY	0.00	0.00	42,492.00	29,178.00	31.33%
101.42200.07000 PERMANENT TRANSFERS OUT	0.00	0.00	0.00	18,909.80	0.00%
Total FIRE PROTECTION Expenditures	0.00	18,364.00	262,861.00	194,999.80	25.82%
CODE ENFORCEMENT Expenditures					
101.42300.01010 FULL TIME EMPLOYEES	0.00	6,055.83	109,100.00	44,577.93	59.14%
101.42300.01030 PART TIME EMPLOYEES	0.00	0.00	24,960.00	6,324.00	74.66%
101.42300.01050 VACATION BUY BACK	0.00	0.00	3,100.00	0.00	100.00%
101.42300.01210 PERA CONTRIBUTIONS-EMPLO	0.00	205.89	10,055.00	3,569.41	64.50%
101.42300.01220 FICA/MC CONTRIBUTIONS-EMP	0.00	437.90	10,493.00	3,681.26	64.92%
101.42300.01300 HEALTH INSURANCE	0.00	1,865.98	22,000.00	9,627.71	56.24%
101.42300.01313 PRUDENTIAL LIFE INSURANCE	0.00	6.38	78.00	34.20	56.15%
101.42300.01510 WORKERS COMPENSATION	0.00	0.00	1,450.00	0.00	100.00%
101.42300.02000 OFFICE SUPPLIES	0.00	106.68	500.00	317.02	36.60%
101.42300.02100 OPERATING SUPPLIES	0.00	0.00	1,300.00	221.59	82.95%

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Revised Budget
 For GENERAL FUND (101)
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Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
101.42300.02120	MOTOR FUELS & LUBRICANTS	0.00	90.88	1,400.00	808.00	42.29%
101.42300.02200	REPAIR & MAINTENANCE	0.00	0.00	1,000.00	180.93	81.91%
101.42300.03210	TELEPHONE	0.00	25.18	1,000.00	477.32	52.27%
101.42300.03310	TRAVEL EXPENSE	0.00	30.28	300.00	30.28	89.91%
101.42300.04000	CONTRACTUAL SERVICE	0.00	52,997.11	0.00	60,207.06	0.00%
101.42300.04300	CONFERENCE & SCHOOLS	0.00	0.00	1,600.00	933.50	41.66%
101.42300.04330	DUES & SUBSCRIPTIONS	0.00	0.00	3,700.00	2,928.46	20.85%
Total CODE ENFORCEMENT Expenditures		0.00	61,822.11	192,036.00	133,918.67	30.26%
STREET DEPARTMENT Expenditures						
101.43000.01010	FULL TIME EMPLOYEES	0.00	16,428.50	141,200.00	97,874.82	30.68%
101.43000.01013	OVERTIME	0.00	155.36	7,912.00	3,620.14	54.24%
101.43000.01020	ON CALL SALARIES	0.00	64.03	2,261.00	478.32	78.84%
101.43000.01050	VACATION BUY BACK	0.00	0.00	1,900.00	0.00	100.00%
101.43000.01210	PERA CONTRIBUTIONS-EMPLO	0.00	1,248.52	11,353.00	7,637.88	32.72%
101.43000.01220	FICA/MC CONTRIBUTIONS-EMP	0.00	1,228.77	11,726.00	7,623.67	34.98%
101.43000.01300	HEALTH INSURANCE	0.00	1,999.84	23,500.00	15,036.64	36.01%
101.43000.01313	PRUDENTIAL LIFE INSURANCE	0.00	8.86	107.00	70.91	33.73%
101.43000.01510	WORKERS COMPENSATION	0.00	0.00	14,000.00	14,857.50	(6.13%)
101.43000.02120	MOTOR FUELS & LUBRICANTS	0.00	1,068.02	14,000.00	12,165.17	13.11%
101.43000.02150	SHOP MATERIALS	0.00	621.74	2,500.00	2,468.64	1.25%
101.43000.02200	REPAIR & MAINTENANCE	0.00	0.00	7,000.00	3,156.97	54.90%
101.43000.02210	EQUIPMENT PARTS	0.00	559.96	7,000.00	5,537.06	20.90%
101.43000.02221	TIRES	0.00	0.00	1,000.00	0.00	100.00%
101.43000.02224	STREET MAINT SUPPLIES	0.00	0.00	1,300.00	0.00	100.00%
101.43000.02226	SIGNS & STRIPING	0.00	371.75	6,500.00	3,807.53	41.42%
101.43000.02280	UNIFORMS,SAFETY SHOES	0.00	0.00	900.00	1,113.40	(23.71%)
101.43000.03210	TELEPHONE	0.00	8.39	370.00	122.21	66.97%
101.43000.04000	CONTRACTUAL SERVICE	0.00	0.00	1,040.00	61.25	94.11%
101.43000.04300	CONFERENCE & SCHOOLS	0.00	210.00	500.00	1,050.00	(110.00%)
101.43000.04330	DUES & SUBSCRIPTIONS	0.00	0.00	100.00	63.13	36.87%
101.43000.07000	PERMANENT TRANSFERS OUT	0.00	0.00	1,600.00	0.00	100.00%
Total STREET DEPARTMENT Expenditures		0.00	23,973.74	257,769.00	176,745.24	31.43%
RECREATION DEPARTMENT Expenditures						
101.45100.01010	FULL TIME EMPLOYEES	0.00	27,347.10	237,000.00	163,464.19	31.03%
101.45100.01040	TEMPORARY EMPLOYEES	0.00	5,645.44	17,010.00	14,037.47	17.48%
101.45100.01050	VACATION BUY BACK	0.00	0.00	1,700.00	0.00	100.00%
101.45100.01210	PERA CONTRIBUTIONS-EMPLO	0.00	2,051.04	17,775.00	12,259.87	31.03%
101.45100.01220	FICA/MC CONTRIBUTIONS-EMP	0.00	2,461.45	19,563.00	13,223.79	32.40%
101.45100.01300	HEALTH INSURANCE	0.00	3,497.30	41,875.00	26,456.52	36.82%
101.45100.01313	PRUDENTIAL LIFE INSURANCE	0.00	14.54	176.00	116.32	33.91%
101.45100.01510	WORKERS COMPENSATION	0.00	0.00	1,900.00	0.00	100.00%
101.45100.02000	OFFICE SUPPLIES	0.00	4.27	2,161.00	677.44	68.65%
101.45100.02220	POSTAGE	0.00	94.00	8,950.00	7,561.11	15.52%
101.45100.02290	RECREATION EQUIP SUPPLIES	0.00	354.87	2,500.00	2,380.95	4.76%
101.45100.03310	TRAVEL EXPENSE	0.00	0.00	1,000.00	164.71	83.53%
101.45100.03500	PRINTING & PUBLISHING	0.00	3,741.23	14,357.00	8,528.67	40.60%
101.45100.04300	CONFERENCE & SCHOOLS	0.00	1,205.00	1,400.00	1,175.00	16.07%

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101.45100.04330 DUES & SUBSCRIPTIONS	0.00	0.00	457.00	475.00	(3.94%)
Total RECREATION DEPARTMENT Expenditures	0.00	46,416.24	367,824.00	250,521.04	31.89%
PARKS DEPARTMENT Expenditures					
101.45200.01010 FULL TIME EMPLOYEES	0.00	17,215.71	148,100.00	102,517.84	30.78%
101.45200.01013 OVERTIME	0.00	978.08	7,912.00	6,490.17	17.97%
101.45200.01020 ON CALL SALARIES	0.00	64.03	2,261.00	433.13	80.84%
101.45200.01040 TEMPORARY EMPLOYEES	0.00	14,400.00	30,000.00	31,748.75	(5.83%)
101.45200.01050 VACATION BUY BACK	0.00	0.00	3,000.00	(58.50)	101.95%
101.45200.01210 PERA CONTRIBUTIONS-EMPLO	0.00	1,369.39	11,871.00	8,203.98	30.89%
101.45200.01220 FICA/MC CONTRIBUTIONS-EMP	0.00	2,460.68	14,633.00	10,662.15	27.14%
101.45200.01300 HEALTH INSURANCE	0.00	2,118.48	27,500.00	15,985.76	41.87%
101.45200.01313 PRUDENTIAL LIFE INSURANCE	0.00	8.92	108.00	71.35	33.94%
101.45200.01510 WORKERS COMPENSATION	0.00	0.00	14,000.00	7,895.00	43.61%
101.45200.02100 OPERATING SUPPLIES	0.00	0.00	1,000.00	1,213.29	(21.33%)
101.45200.02120 MOTOR FUELS & LUBRICANTS	0.00	1,007.42	12,500.00	11,534.53	7.72%
101.45200.02200 REPAIR & MAINTENANCE	0.00	235.64	8,000.00	2,885.01	63.94%
101.45200.02205 LAKESIDE PK EXP TO BE REIM	0.00	0.00	0.00	8,297.39	0.00%
101.45200.02210 EQUIPMENT PARTS	0.00	786.39	5,500.00	2,074.87	62.28%
101.45200.02221 TIRES	0.00	133.23	800.00	229.68	71.29%
101.45200.02225 LANDSCAPING MATERIALS	0.00	1,735.00	8,932.00	6,973.24	21.93%
101.45200.02280 UNIFORMS,SAFETY SHOES	0.00	0.00	1,000.00	1,113.40	(11.34%)
101.45200.02290 RECREATION EQUIP SUPPLIES	0.00	0.00	2,000.00	701.28	64.94%
101.45200.03210 TELEPHONE	0.00	25.18	500.00	281.32	43.74%
101.45200.03810 ELECTRIC UTILITIES	0.00	476.37	4,500.00	2,843.06	36.82%
101.45200.03830 GAS UTILITIES	0.00	73.11	3,500.00	2,587.41	26.07%
101.45200.03841 RUBBISH REMOVAL	0.00	0.00	400.00	63.87	84.03%
101.45200.04190 SATELLITE RENTAL	0.00	359.00	1,400.00	1,287.35	8.05%
101.45200.04300 CONFERENCE & SCHOOLS	0.00	0.00	1,200.00	0.00	100.00%
101.45200.04330 DUES & SUBSCRIPTIONS	0.00	0.00	0.00	63.12	0.00%
101.45200.04500 CONTRACTUAL SERVICES	0.00	0.00	880.00	61.25	93.04%
101.45200.04901 LAKESIDE PARK EXPENSE	0.00	0.00	11,500.00	11,500.00	0.00%
Total PARKS DEPARTMENT Expenditures	0.00	43,446.63	322,997.00	237,659.70	26.42%
MISCELLANEOUS Expenditures					
101.49000.01300 HEALTH INSURANCE	0.00	30.08	350.00	1,200.47	(242.99%)
101.49000.01313 COBRA-H.S.A. FEES	0.00	0.00	8,400.00	0.00	100.00%
101.49000.03600 INSURANCE	0.00	0.00	45,000.00	48,195.00	(7.10%)
101.49000.04000 CONTRACTUAL SERVICE	0.00	0.00	0.00	550.00	0.00%
101.49000.04390 MISCELLANEOUS	0.00	0.00	5,000.00	898.16	82.04%
101.49000.04420 SURCHARGES-PLMG	0.00	0.00	200.00	0.00	100.00%
101.49000.04430 SURCHARGES-HTG	0.00	0.00	400.00	0.00	100.00%
101.49000.04440 SURCHARGES-BLDG	0.00	0.00	2,000.00	0.00	100.00%
101.49000.07000 PERMANENT TRANSFERS OUT	0.00	0.00	145,000.00	0.00	100.00%
Total MISCELLANEOUS Expenditures	0.00	30.08	206,350.00	50,843.63	75.36%
Total GENERAL FUND Expenditures	\$ 0.00	\$ 449,965.77	\$ 4,314,187.00	\$ 2,796,498.24	35.18%

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Revised Budget
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GENERAL FUND Excess of Revenues Over Expenditure \$	0.00 \$	(378,844.57) \$	0.00 \$	(532,606.27)	0.00%

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Account Number		Current Budget		Current Actual		Annual Budget		YTD Actual		Remaining Budget %
Total Revenues	\$	0.00	\$	71,121.20	\$	4,314,187.00	\$	2,263,891.97		47.52%
Total Expenditures	\$	0.00	\$	449,965.77	\$	4,314,187.00	\$	2,796,498.24		35.18%
Total Excess of Revenues Over Expenditures	\$	0.00	\$	(378,844.57)	\$	0.00	\$	(532,606.27)		0.00%

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Revised Budget
 For PUBLIC UTILITIES OPERATIONS (601)
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Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues						
601.00000.34950	MISC REVENUE-NSF CHRGS	\$ 0.00	\$ 65.45	\$ 0.00	\$ 564.23	0.00%
601.00000.36210	INTEREST EARNINGS	0.00	0.00	30,000.00	0.00	100.00%
601.00000.37101	WATER COLLECTIONS	0.00	251.44	508,892.00	305,493.55	39.97%
601.00000.37103	SALES TAX COLLECTED	0.00	0.00	6,200.00	3,969.61	35.97%
601.00000.37104	PENALTIES/WATER	0.00	1,433.80	7,000.00	4,148.38	40.74%
601.00000.37109	SAFE DRINKING WATER FEE	0.00	12.31	13,900.00	10,424.62	25.00%
601.00000.37111	ADMINISTRATIVE CHARGE	0.00	438.08	82,000.00	60,882.83	25.75%
601.00000.37115	ESTIMATE READING CHRG	0.00	0.00	50.00	25.00	50.00%
601.00000.37149	WATER CONN-INTEREST	0.00	0.00	0.00	305.42	0.00%
601.00000.37150	WATER CONNECTION-WAC	0.00	0.00	0.00	1,300.30	0.00%
601.00000.37151	WATER RECONNECT-CALL OU	0.00	122.50	1,000.00	2,013.13	(101.31%)
601.00000.37170	WATER PERMITS	0.00	0.00	100.00	100.00	0.00%
601.00000.37171	WATER PERMIT SURCHARGES	0.00	0.00	10.00	0.00	100.00%
601.00000.37172	WATER METER SALES & INSTA	0.00	0.00	1,500.00	8,988.06	(499.20%)
601.00000.37174	INSTALL CHGS-NEW PERMITS	0.00	0.00	0.00	426.96	0.00%
601.00000.37201	SEWER COLLECTIONS	0.00	521.64	848,892.00	605,435.69	28.68%
601.00000.37204	PENALTIES-SEWER	0.00	3,697.26	15,000.00	10,913.72	27.24%
601.00000.37250	SEWER CONNECTION-SAC	0.00	0.00	0.00	53,131.13	0.00%
601.00000.37251	SEWER CONN-INTEREST	0.00	0.00	0.00	726.04	0.00%
601.00000.37270	SEWER PERMITS	0.00	0.00	100.00	100.00	0.00%
601.00000.37271	SEWER PERMIT SURCHARGES	0.00	0.00	10.00	0.00	100.00%
601.00000.37273	SEWER HOOK-UP CHARGES	0.00	0.00	150.00	290.00	(93.33%)
601.00000.39206	TRANSFER FROM RECYCLING	0.00	0.00	1,500.00	0.00	100.00%
Total PUBLIC UTILITIES OPERATIONS Revenues		\$ 0.00	\$ 6,542.48	\$ 1,516,304.00	\$ 1,069,238.67	29.48%

Expenditures

601.49400.01010	FULL TIME EMPLOYEES	\$ 0.00	\$ 13,124.16	\$ 109,000.00	\$ 78,274.65	28.19%
601.49400.01013	OVERTIME	0.00	151.12	7,912.00	5,583.81	29.43%
601.49400.01020	ON CALL SALARIES	0.00	32.02	3,014.00	698.65	76.82%
601.49400.01040	TEMPORARY EMPLOYEES	0.00	0.00	5,000.00	0.00	100.00%
601.49400.01050	VACATION BUY BACK	0.00	0.00	1,700.00	(175.50)	110.32%
601.49400.01210	PERA CONTRIBUTIONS-EMPLO	0.00	998.06	8,695.00	6,328.59	27.22%
601.49400.01220	FICA/MC CONTRIBUTIONS-EMP	0.00	984.03	9,690.00	6,303.09	34.95%
601.49400.01300	HEALTH & DENTAL INSURANCE	0.00	1,781.94	19,985.00	13,425.18	32.82%
601.49400.01313	LIFE INSURANCE	0.00	7.68	95.00	61.43	35.34%
601.49400.01510	WORKERS COMPENSATION	0.00	0.00	7,900.00	8,357.50	(5.79%)
601.49400.02000	OFFICE SUPPLIES	0.00	2.53	800.00	452.84	43.40%
601.49400.02030	PRINTED FORMS	0.00	0.00	2,000.00	1,360.49	31.98%
601.49400.02100	OPERATING SUPPLIES	0.00	0.00	800.00	269.70	66.29%
601.49400.02120	MOTOR FUELS & LUBRICANTS	0.00	181.78	2,700.00	1,616.05	40.15%
601.49400.02200	REPAIR & MAINTENANCE	0.00	0.00	60,000.00	49,988.79	16.69%
601.49400.02210	EQUIPMENT PARTS	0.00	0.00	1,000.00	104.41	89.56%
601.49400.02220	POSTAGE	0.00	60.20	2,500.00	1,241.13	50.35%
601.49400.02221	TIRES	0.00	0.00	500.00	0.00	100.00%
601.49400.02222	STREET REPAIRS	0.00	0.00	3,000.00	13,997.13	(366.57%)
601.49400.02261	WATER TESTING	0.00	72.00	800.00	802.50	(0.31%)

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 For the Fiscal Period 2019-8 Ending August 31, 2019

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
601.49400.02262	0.00	0.00	5,500.00	15,875.10	(188.64%)
601.49400.02264	0.00	0.00	13,900.00	6,976.00	49.81%
601.49400.02280	0.00	0.00	950.00	734.10	22.73%
601.49400.03010	0.00	0.00	2,700.00	4,868.75	(80.32%)
601.49400.03030	0.00	0.00	2,500.00	0.00	100.00%
601.49400.03040	0.00	0.00	300.00	0.00	100.00%
601.49400.03210	0.00	20.98	900.00	355.70	60.48%
601.49400.03310	0.00	0.00	1,100.00	345.80	68.56%
601.49400.03500	0.00	0.00	7,600.00	7,365.50	3.09%
601.49400.03600	0.00	0.00	7,000.00	7,801.32	(11.45%)
601.49400.03870	0.00	0.00	3,500.00	3,209.62	8.30%
601.49400.04000	0.00	1,125.00	7,511.00	1,311.25	82.54%
601.49400.04050	0.00	79.57	13,775.00	1,970.47	85.70%
601.49400.04300	0.00	0.00	1,500.00	409.42	72.71%
601.49400.04330	0.00	0.00	560.00	271.12	51.59%
601.49400.04370	0.00	0.00	8,400.00	6,553.25	21.99%
601.49400.04470	0.00	0.00	10.00	0.00	100.00%
601.49400.07000	0.00	0.00	94,253.00	0.00	100.00%
601.49402.02100	0.00	0.00	100.00	0.00	100.00%
601.49402.02120	0.00	0.00	2,000.00	0.00	100.00%
601.49402.02160	0.00	0.00	19,000.00	12,621.60	33.57%
601.49402.02200	0.00	145.92	15,000.00	8,380.72	44.13%
601.49402.02210	0.00	0.00	4,000.00	1,598.82	60.03%
601.49402.03030	0.00	0.00	1,000.00	3,911.75	(291.18%)
601.49402.03600	0.00	0.00	10,200.00	11,931.36	(16.97%)
601.49402.03810	0.00	11,640.02	75,000.00	63,508.08	15.32%
601.49402.03830	0.00	86.76	2,600.00	2,020.77	22.28%
601.49402.04000	0.00	0.00	3,500.00	0.00	100.00%
601.49402.04370	0.00	0.00	2,850.00	600.00	78.95%
601.49402.07000	0.00	0.00	44,945.00	0.00	100.00%
601.49450.01010	0.00	13,124.22	109,000.00	78,274.98	28.19%
601.49450.01013	0.00	151.13	7,912.00	5,583.91	29.42%
601.49450.01020	0.00	32.02	3,014.00	698.66	76.82%
601.49450.01040	0.00	0.00	5,000.00	0.00	100.00%
601.49450.01050	0.00	0.00	1,700.00	(175.50)	110.32%
601.49450.01210	0.00	998.10	8,695.00	6,328.93	27.21%
601.49450.01220	0.00	984.12	9,690.00	6,303.61	34.95%
601.49450.01300	0.00	1,781.94	19,985.00	13,425.18	32.82%
601.49450.01313	0.00	7.70	95.00	61.59	35.17%
601.49450.01510	0.00	0.00	7,900.00	8,357.50	(5.79%)
601.49450.02000	0.00	2.53	800.00	89.29	88.84%
601.49450.02030	0.00	0.00	1,500.00	1,360.49	9.30%
601.49450.02100	0.00	0.00	500.00	129.95	74.01%
601.49450.02120	0.00	181.78	2,700.00	1,616.01	40.15%
601.49450.02200	0.00	0.00	10,000.00	9,964.89	0.35%
601.49450.02210	0.00	0.00	3,000.00	587.12	80.43%
601.49450.02220	0.00	60.20	2,500.00	1,016.08	59.36%
601.49450.02221	0.00	0.00	500.00	0.00	100.00%
601.49450.02222	0.00	3,040.00	1,500.00	3,040.00	(102.67%)

CITY OF SPRING LAKE PARK
Statement of Revenue and Expenditures

Revised Budget
 For PUBLIC UTILITIES OPERATIONS (601)
 For the Fiscal Period 2019-8 Ending August 31, 2019

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
601.49450.02262 WATER METER & SUPPLIES	0.00	0.00	6,000.00	10,492.39	(74.87%)
601.49450.02280 UNIFORM ALLOWANCE	0.00	0.00	950.00	734.10	22.73%
601.49450.03010 AUDIT & ACCTG SERVICES	0.00	0.00	2,700.00	4,868.75	(80.32%)
601.49450.03030 ENGINEERING FEES	0.00	0.00	2,500.00	0.00	100.00%
601.49450.03040 LEGAL FEES	0.00	0.00	300.00	0.00	100.00%
601.49450.03210 TELEPHONE	0.00	20.99	700.00	305.59	56.34%
601.49450.03310 TRAVEL EXPENSE	0.00	0.00	1,000.00	345.80	65.42%
601.49450.03500 PRINTING & PUBLISHING	0.00	0.00	300.00	0.00	100.00%
601.49450.03600 INSURANCE	0.00	0.00	11,500.00	12,453.32	(8.29%)
601.49450.03810 ELECTRIC UTILITIES	0.00	628.94	4,000.00	3,665.96	8.35%
601.49450.03840 METRO WASTE CONTROL	0.00	49,464.84	593,579.00	395,718.72	33.33%
601.49450.04000 CONTRACTUAL SERVICE	0.00	1,125.00	13,511.00	2,266.25	83.23%
601.49450.04050 MAINTENANCE AGREEMENTS	0.00	79.56	6,500.00	1,970.49	69.68%
601.49450.04300 CONFERENCE & SCHOOLS	0.00	0.00	1,950.00	119.42	93.88%
601.49450.04330 DUES & SUBSCRIPTIONS	0.00	0.00	340.00	63.13	81.43%
601.49450.04450 RESERVE CAPACITY CHARGE	0.00	7,380.45	0.00	51,974.44	0.00%
601.49450.04460 SURCHARGES-SEWER	0.00	0.00	10.00	0.00	100.00%
601.49450.07000 PERMANENT TRANSFERS OUT	0.00	0.00	75,228.00	0.00	100.00%
Total PUBLIC UTILITIES OPERATIONS Expenditures	\$ 0.00	\$ 109,557.29	\$ 1,516,304.00	\$ 972,951.99	35.83%
PUBLIC UTILITIES OPERATIONS Excess of Revenues O	\$ 0.00	\$ (103,014.81)	\$ 0.00	\$ 96,286.68	0.00%

CITY OF SPRING LAKE PARK
Statement of Revenue and Expenditures
Revised Budget

For the Fiscal Period 2019-8 Ending August 31, 2019

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Total Revenues	\$ 0.00	\$ 6,542.48	\$ 1,516,304.00	\$ 1,069,238.67	29.48%
Total Expenditures	\$ 0.00	\$ 109,557.29	\$ 1,516,304.00	\$ 972,951.99	35.83%
Total Excess of Revenues Over Expenditures	\$ 0.00	\$ (103,014.81)	\$ 0.00	\$ 96,286.68	0.00%

CITY OF SPRING LAKE PARK
STATEMENT OF FUND BALANCE
AUGUST 2019

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE</u>
101	GENERAL	\$ 1,126,627.44
102	ELECTIONS	\$ 68,125.15
103	POLICE RESERVES	\$ 4,230.32
104	NORTH CENTRAL SUBURBAN CABLE	\$ 16,674.53
108	POLICE FORFEITURES	\$ 16,345.45
112	ESCROW TRUST	\$ 205,243.94
115	COMPREHENSIVE PLAN UPDATE	\$ (9,087.62)
<u>SPECIAL REVENUE FUNDS</u>		
224	SMALL EQUIPMENT REPLACEMENT	\$ 10,930.54
225	PARK ACQUISITION & IMPROVEMENTS	\$ 588,624.75
226	PARK EQUIPMENT & IMPROVEMENTS	\$ 10,983.37
227	HRA EXCESS	\$ 211,679.48
229	SANBURNOL PARK IMPROVEMENTS	\$ 22,609.90
230	RECYCLING	\$ 76,333.67
234	STREET LIGHTING	\$ 36,683.60
235	RIGHT-OF-WAY MAINTENANCE	\$ 1,897.74
237	PARK & RECREATION SPECIAL PROJECTS	\$ 20,087.03
238	GRANTS & SPECIAL PROJECTS	\$ 2,248.99
240	TOWER DAYS	\$ 13,915.70
243	PUBLIC SAFETY RADIO REPLACEMENT	\$ 20,666.32
244	RECREATION PROGRAMS	\$ 512,009.01
248	TRAFFIC EDUCATION	\$ 48,398.06
249	EMERGENCY MANAGEMENT	\$ 6,214.41
250	ANIMAL CONTROL	\$ 3,047.36
251	FORESTRY	\$ (190.86)
<u>DEBT SERVICE FUNDS</u>		
304	2016A NORTH METRO CABLE BOND DEBT SERVICE	\$ 13,320.28
306	LEGENDS OF SLP-TIF 6.1	\$ (4,622.16)
313	2011A FIRE EQUIPMENT BOND-DEBT SERVICE	\$ -
328	2013B PUBLIC WORKS BUILDING-DEBT SERVICE	\$ (4,635.00)
329	2013A EQUIPMENT CERTIFICATE-DEBT SERVICE	\$ 28,270.84
330	2014A G.O. IMPROVEMENT-DEBT SERVICE (2014-15 ST PRJ)	\$ 921,053.49
331	2017A G.O. EQUIPMENT CERTIFICATE-SLP FIRE	\$ 94,188.28
332	2018A G.O. EQUIPMENT CERTIFICATE-DEBT SERVICE	\$ 95,311.50
333	2018A SLP FIRE DEBT SERVICE (BLAINE)	\$ (9,496.87)
384	2013A (Refi 2005A) FIRE DEPARTMENT-DEBT SERVICE	\$ 12,334.46
<u>CAPITAL PROJECTS FUNDS</u>		
400	REVOLVING CONSTRUCTION	\$ 1,212,619.07
401	CAPITAL INVESTMENT	\$ 2,089,075.74
402	MSA MAINTENANCE	\$ 166,305.63
403	CAPITAL REPLACEMENT	\$ 416,544.15
407	SEALCOATING	\$ (15,372.22)
410	LAKESIDE/LIONS PARK IMPROVEMENT	\$ 22,420.04
416	BUILDING MAINTENANCE & RENEWAL	\$ 123,823.25
425	STORM SEWER REHAB	\$ 174,751.36
429	2013 EQUIPMENT CERTIFICATE	\$ 32,974.10
431	2017A G.O. EQUIPMENT CERTIFICATE-SLP FIRE	\$ 6,757.90
432	2018A G.O. EQUIPMENT CERTIFICATE	\$ 379,318.51
<u>ENTERPRISE FUNDS</u>		
600	PUBLIC UTILITY RENEWAL & REPLACEMENT	\$ 1,956,757.06
601	PUBLIC UTILITY OPERATIONS	\$ 809,207.55
602	WATER TREATMENT PLANT	\$ 257,717.55
<u>INTERNAL SERVICE FUNDS</u>		
700	SEVERANCE	\$ (77,332.74)
GRAND TOTAL		<u><u>\$ 11,715,590.05</u></u>



**MAYOR'S PROCLAMATION
OCTOBER 2019
AS DOMESTIC VIOLENCE AWARENESS MONTH**

WHEREAS, the community problem of domestic violence has become a critical public health and welfare concern in Anoka County; and

WHEREAS, domestic violence is a crime, the commission of which will not be tolerated in Anoka County and perpetrators of said crime are subject to prosecution and conviction in accordance with the law; and

WHEREAS, over thousands of women and children have and will continue to access assistance from Alexandra House, Inc., a domestic violence service provider; and

WHEREAS, domestic violence will be eliminated through community partnerships of concerned individuals and organizations working together to prevent abuse while at the same time effecting social and legal change; and

WHEREAS, October is *National Domestic Violence Awareness Month*; and

WHEREAS, during *National Domestic Violence Awareness Month*, Anoka County organizations will inform area residents about domestic violence, its prevalence, consequences and what we, as a concerned community can do to eliminate its existence.

NOW THEREFORE, BE IT RESOLVED that I, Robert Nelson, Mayor of the City of Spring Lake Park, officially proclaim October 2019 to be Domestic Violence Awareness Month in the City of Spring Lake Park.



Robert Nelson, Mayor

ATTEST:

Daniel Buchholtz, City Administrator



Stantec Consulting Services Inc.
733 Marquette Avenue, Suite 1000
Minneapolis, MN 55402
Tel: (612) 712-2000

September 23, 2019

Mr. Daniel Buchholtz, Administrator
City of Spring Lake Park
1301 81st Avenue NE
Spring Lake Park, MN 55432

Re: 2019 Sanitary Sewer Lining Project
Project No. 193804698
Contractor's Request for Payment No. 1

Dear Dan:

Attached for city approval is Contractor's Request for Payment No. 1 for the 2019 Sanitary Sewer Lining Project. The prime Contractor on this project is Hydro-Klean LLC from Des Moines Iowa.

This request includes the pre cleaning and initial CCTV inspection.

We have reviewed the contractor's payment request and found it to be in order. We recommend approval. **If the City wishes to approve this request, then payment should be made to Hydro-Klean LLC in the amount of \$32,386.64.**

Please execute the payment request documents. Keep one copy for your records, forward a copy to Hydro-Klean, and return one copy to me.

Feel free to contact me if you have any questions.

Regards,
STANTEC

A handwritten signature in black ink that reads "Phil Gravel".

Phil Gravel
City Engineer

Enclosures

cc: Michelle Barrett, Hydro-Klean (by e-mail)
Terry Randall, Public Works Director



Owner: City of Spring Lake Park, 1301 81 St. Ave. NE, Spring Lake Park, MN 55432	Date: September 20, 2019
For Period: 9/1/2019 to 9/20/2019	Request No: 1
Contractor: Hydro-Klean, 333 NW 49th Place, Des Moines, IA 50313	

CONTRACTOR'S REQUEST FOR PAYMENT
2019 SANITARY SEWER LINING PROJECT
STANTEC PROJECT NO. 193804698

SUMMARY

1	Original Contract Amount		\$	<u>220,806.00</u>
2	Change Order - Addition	\$	<u>0.00</u>	
3	Change Order - Deduction	\$	<u>0.00</u>	
4	Revised Contract Amount		\$	<u>220,806.00</u>
5	Value Completed to Date		\$	<u>34,091.20</u>
6	Material on Hand		\$	<u>0.00</u>
7	Amount Earned		\$	<u>34,091.20</u>
8	Less Retainage 5%		\$	<u>1,704.56</u>
9	Subtotal		\$	<u>32,386.64</u>
10	Less Amount Paid Previously		\$	<u>0.00</u>
11	Liquidated damages -		\$	<u>0.00</u>
12	AMOUNT DUE THIS REQUEST FOR PAYMENT NO. <u>1</u>		\$	<u><u>32,386.64</u></u>

Recommended for Approval by:

STANTEC

Phil Havel 9/23/19

Approved by Contractor:

HYDRO-KLEAN

Per 9/18/19 e-mail from Amber Ogren of Hydro-Klean

Approved by Owner:

CITY OF SPRING LAKE PARK

Specified Contract Completion Date:

February 15, 2020

Date:

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
GENERAL							
1	MOBILIZATION	LS	1	4326.00			\$0.00
2	TRAFFIC CONTROL	LS	1	1150.00			\$0.00
3	SEWER REHABILITATION, 8 or 9-INCH CIPP	LF	8530	20.80	1639	1639	\$34,091.20
4	HYDROPHILIC END SEAL	EA	58	132.00			\$0.00
5	CLEAN AND INSPECT SERVICE LATERAL CONNECTION						
		EA	10	100.00			\$0.00
6	GROUT SERVICE LATERAL CONNECTION	EA	90	325.00			\$0.00
	TOTAL GENERAL						<u>\$34,091.20</u>
	TOTAL GENERAL						<u>\$34,091.20</u>
	WORK COMPLETED TO DATE:						<u>\$34,091.20</u>

PROJECT PAYMENT STATUS

OWNER CITY OF SPRING LAKE PARK
STANTEC PROJECT NO. 193804698
CONTRACTOR HYDRO-KLEAN

CHANGE ORDERS

No.	Date	Description	Amount
Total Change Orders			

PAYMENT SUMMARY

No.	From	To	Payment	Retainage	Completed
1	09/01/2019	09/20/2019	32,386.64	1,704.56	34,091.20

Material on Hand

Total Payment to Date		\$32,386.64	Original Contract	\$220,806.00
Retainage Pay No.	1	1,704.56	Change Orders	
Total Amount Earned		\$34,091.20	Revised Contract	\$220,806.00



Stantec Consulting Services Inc.
733 Marquette Avenue, Suite 1000
Minneapolis, MN 55402
Tel: (612) 712-2000

October 1, 2019

Mr. Daniel Buchholtz, Administrator
City of Spring Lake Park
1301 81st Avenue NE
Spring Lake Park, MN 55432

Re: 2019 Street Seal Coat and Crack Repair Project
Project No. 193804625
Contractor's Request for Payment No. 2-FINAL

Dear Dan:

Attached for city approval is Contractor's Request for Payment No. 2-FINAL for the 2019 Street Seal Coat and Crack Repair Project. The prime Contractor on this project is Allied Blacktop.

This request includes pavement markings and release of the final retainage.

We have reviewed the contractor's payment request and found it to be in order. We recommend approval. **If the City wishes to approve this request, then payment should be made to Allied Blacktop Co. in the amount of \$23,242.69.**

Please execute the payment request documents. Keep one copy for your records, forward a copy to Allied Blacktop, and return one copy to me. Note that copies of project close-out documents (lien waivers and IC-134 form) are attached to the payment request.

Feel free to contact me if you have any questions.

Regards,
STANTEC

A handwritten signature in black ink that reads "Phil Gravel".

Phil Gravel
City Engineer

Enclosures

cc: Terry Randall, Public Works Director



Owner: City of Spring Lake Park, 1301 81st Ave. NE, Spring Lake Park, MN 55432	Date: October 1, 2019
For Period: 8/13/2019 to 10/1/2019	Request No: 2/FINAL
Contractor: Allied Blacktop Co., 10503 89th Aven. N., Maple Grove, MN 55369	

CONTRACTOR'S REQUEST FOR PAYMENT
 2019 STREET SEAL COAT PROJECT
 STANTEC PROJECT NO. 193804625

SUMMARY

1	Original Contract Amount		\$	121,739.50
2	Change Order - Addition	\$	0.00	
3	Change Order - Deduction	\$	0.00	
4	Revised Contract Amount		\$	121,739.50
5	Value Completed to Date		\$	123,915.90
6	Material on Hand		\$	0.00
7	Amount Earned		\$	123,915.90
8	Less Retainage 0%		\$	0.00
9	Subtotal		\$	123,915.90
10	Less Amount Paid Previously		\$	100,673.21
11	Liquidated damages -		\$	0.00
12	AMOUNT DUE THIS REQUEST FOR PAYMENT NO. <u>2/FINAL</u>		\$	<u>23,242.69</u>

Recommended for Approval by:
STANTEC

Phil Gravel

Approved by Contractor:
ALLIED BLACKTOP COMPANY

Per invoice 4181

Approved by Owner:
CITY OF SPRING LAKE PARK

Specified Contract Completion Date:

Date:

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
BASE BID - 2019 STREETS:							
1	MOBILIZATION AND TRAFFIC CONTROL	LS	1	7500.00		1	\$7,500.00
2	ROUTE AND SEAL	LBS	8200	1.94		12700	\$24,638.00
3	SEAL COAT AGGREGATE, FA-2 (MOD)	TN	760	40.00	373	746	\$29,840.00
4	BITUMINOUS MATERIAL FOR SEAL COAT, CRS-2	GAL	19750	3.05		19316	\$58,913.80
5	4" DOUBLE SOLID LINE, YELLOW PAINT	LF	6700	0.20	4733	4733	\$946.60
6	4" SOLID LINE, WHITE PAINT	LF	13400	0.10	7831	7831	\$783.10
7	4" SOLID LINE, YELLOW PAINT (Parking Lots)	LF	1600	0.75			\$0.00
8	HANDICAP SYMBOL, YELLOW PAINT (Parking Lots)	EA	3	200.00			\$0.00
9	12" STOP LINE, WHITE PAINT	LF	1600	0.50	100	100	\$50.00
10	LT., RT., or THRU ARROW PVMT. MARKING, WHITE PAINT	EA	3	80.00	3	3	\$240.00
11	"ONLY" PVMT. MARKING, WHITE PAINT	EA	3	90.00	3	3	\$270.00
12	ZEBRA CROSSWALK, WHITE PAINT	SF	560	3.40	216	216	\$734.40
TOTAL BASE BID - 2019 STREETS:							<u>\$123,915.90</u>
TOTAL BASE BID - 2019 STREETS:							\$123,915.90
WORK COMPLETED TO DATE:							<u>\$123,915.90</u>

PROJECT PAYMENT STATUS

OWNER CITY OF SPRING LAKE PARK
STANTEC PROJECT NO. 193804625
CONTRACTOR ALLIED BLACKTOP COMPANY

CHANGE ORDERS

No.	Date	Description	Amount
Total Change Orders			

PAYMENT SUMMARY

No.	From	To	Payment	Retainage	Completed
1	07/01/2019	08/12/2019	100,673.21	5,298.59	105,971.80
2/FINAL	08/13/2019	10/01/2019	23,242.69		123,915.90

Material on Hand

Total Payment to Date		\$123,915.90	Original Contract	\$121,739.50
Retainage Pay No. 2/FINAL			Change Orders	
Total Amount Earned		\$123,915.90	Revised Contract	\$121,739.50



Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number: 0-081-921-056
Submitted Date and Time: 26-Sep-2019 1:46:42 PM
Legal Name: ALLIED BLACKTOP COMPANY
Federal Employer ID: 41-0827871
User Who Submitted: N10503
Type of Request Submitted: Contractor Affidavit

Affidavit Summary

Affidavit Number: 145121280
Minnesota ID: 8606387
Project Owner: CITY OF SPRING LAKE PARK
Project Number: 2019 SEAL COAT PROJECT
Project Begin Date: 23-Jul-2019
Project End Date: 16-Aug-2019
Project Location: VARIOUS ROADS AND STREETS
Project Amount: \$123,915.90

Subcontractor Summary

Name	ID	Affidavit Number
AAA STRIPING SERVICE CO	6290097	1675845632

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) withholding.tax@state.mn.us. Business hours are 8:00 a.m. - 4:30 p.m. Monday - Friday.

Please [print this page](#) for your records using the print or save functionality built into your browser.



Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number: 0-125-761-568
Submitted Date and Time: 24-Sep-2019 10:55:00 AM
Legal Name: AAA STRIPING SERVICE CO
Federal Employer ID: 41-0997871
User Who Submitted: Kelly Shirley
Type of Request Submitted: Contractor Affidavit

Affidavit Summary

Affidavit Number: 1675845632
Minnesota ID: 6290097
Project Owner: SPRING LAKE PARK
Project Number: 2019 SEAL COAT
Project Begin Date: 06-Aug-2019
Project End Date: 27-Aug-2019
Project Location: SPRING LAKE PARK
Project Amount: \$5,024.10
Subcontractors: No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) withholding.tax@state.mn.us. Business hours are 8:00 a.m. - 4:30 p.m. Monday - Friday.

Please [print this page](#) for your records using the print or save functionality built into your browser.

RECEIPT AND WAIVER OF MECHANICS LIEN RIGHTS

The undersigned hereby acknowledges that upon payment in full from Allied Blacktop Company, for striping services purchased from the undersigned delivered or furnished to (or performed at) City of Spring Lake Park, MN and for value received hereby waives those rights which may have been acquired by the undersigned to file mechanics liens against said premises on account of the above described labor and/or materials delivered and furnished by the undersigned, to the extent only of the amount of the aforesaid payment: and the undersigned hereby expressly reserves the right to assert, without prejudice to it's heretofore existing priority, mechanics lien rights against said premises for labor and/or materials delivered and/or furnished to said premises payment for which is not included in the aforesaid payment.

Dated this 24th day of September, 2019.

By: Kelly Shirley

Title: Admin. Assistant

AAA Striping Service Co.
12220 43rd Street NE
St. Michael, MN 55376
(763) 428-4322

RECEIPT AND WAIVER OF MECHANICS LIEN RIGHTS

The undersigned hereby acknowledges that payment has been received in full from Allied Blacktop Company, for FA-2 purchased from the undersigned delivered or furnished to (or performed at) City of Minnetrista, MN and for value received hereby waives those rights which may have been acquired by the undersigned to file mechanics liens against said premises on account of the above described labor and/or materials delivered and furnished by the undersigned, to the extent only of the amount of the aforesaid payment: and the undersigned hereby expressly reserves the right to assert, without prejudice to it's heretofore existing priority, mechanics lien rights against said premises for labor and/or materials delivered and/or furnished to said premises payment for which is not included in the aforesaid payment.

Dated this 3rd day of March, 2019

By: Shannon Argeton
for Dresser Trap Rock Inc

Title: Officer

Dresser Trap Rock, Inc.
P.O. Box 517
Dresser, WI 54009
(800) 537-3573

invoices:

107405
107458

RECEIPT AND WAIVER OF MECHANICS LIEN RIGHTS

The undersigned hereby acknowledges that payment has been received in full from Allied Blacktop Company, for Right Pointe 3405/3723, road sealant purchased from the undersigned delivered or furnished to (or performed at) City of Spring Lake Park, MN and for value received hereby waives those rights which may have been acquired by the undersigned to file mechanics liens against said premises on account of the above described labor and/or materials delivered and furnished by the undersigned, to the extent only of the amount of the aforesaid payment: and the undersigned hereby expressly reserves the right to assert, without prejudice to it's heretofore existing priority, mechanics lien rights against said premises for labor and/or materials delivered and/or furnished to said premises payment for which is not included in the aforesaid payment.

Dated this 24 day of September, 2019.

By: Jackie Sutton

Title: Business Manager

Midstates Equipment & Supply
606 County Rd. #1
Mountain Lake, MN 56159
(507) 427-3807

WAIVER AND RELEASE OF LIEN

WHEREAS, the undersigned, Flint Hills Resources, LP, has furnished to Allied Blacktop Co.

Name of Contractor ("Contractor"), the following product: CRS-2
Name of Product
sold pursuant to Contract number 6617975, between the
Enter Flint Hills Resources, LP Contract Number
dates of June 3 and July 26, 2019, for use in the construction of a
project belonging to _____ (the "Project"), and
Name of Municipality, County, or State
designated as 2019 Season.
Project Number or Name

NOW THEREFORE, Flint Hills Resources, LP, for and in consideration of at least
\$ 33,907.09, and other good and valuable consideration, the receipt whereof is hereby
acknowledged, do(es) hereby waive and release any and all liens, or right to claim of lien, on
the Project and premises, under any law, common or statutory, on account of labor or
materials, or both, heretofore or hereafter furnished by Flint Hills Resources, LP, to or for the
account of said Contractor for the Project.

Given under my hand, this 24th day of September, 2019.

Flint Hills Resources, LP



Shannon Ehardt

Credit Manager



CITY OF SPRING LAKE PARK
 1301 Eighty-First Avenue N.E.
 Spring Lake Park, MN 55432
 Ph: 763-784-6491 Fax: 763-792-7257

PUBLIC RIGHT-OF-WAY APPLICATION

SAP# LPO PROJECT MGC# 19-4726

NAME/COMPANY: CENTERPOINT ENERGY / KIM IGNATOWICZ

GOPHER 1-CALL REG. NO.: 0029

ADDRESS: 700 LINDEN AVE W, MINNEAPOLIS, MN 55403

PHONE: 612-321-5325 **FAX:** 612-321-5480

E-MAIL ADDRESS: kimberly.ignatowicz@centerpointenergy.com

NAME OF REPRESENTATIVE: ANDREA SOBCINSKI CNP SUPERVISOR

REPRESENTATIVE PHONE NO'S.: 612-321-5487

DESCRIPTION OF PROPOSED WORK: including a start date and completion date:
REPLACE EXISTING GAS SERVICES

START DATE: 10/7/19 **COMPLETION DATE:** 12/31/20

The City of Spring Lake Park reserves the right to modify the schedule as necessary in the issuance of the permit. Therefore, the dates stated on this application may not necessarily match actual approved dates.

EXPLANATION OF RESTORATION: RESTORE TO PREVIOUS CONDITON. or Better.

O.K. TR. 9/30/19.

Kim Ignatowicz
 Authorized Representative Signature

Please waive permit fees per franchise agreement 9/26/19 Date

FOR OFFICE USE ONLY

- | | |
|--|--|
| <input type="checkbox"/> PROOF OF CERTIFICATE OF INSURANCE: | VERIFICATION DATE: _____ |
| <input type="checkbox"/> SCALED DRAWING SHOWING LOCATION | <input type="checkbox"/> LETTER OF CREDIT OR CONST. BOND |
| <input type="checkbox"/> COPY OF INSURANCE POLICIES
(If Corporation; from Secretary of State) | <input type="checkbox"/> COPY OF CERTIFICATE OF AUTHORITY
(From M.P.U.C., State, or Federal Agency) |

PERMIT FEES: Excavation Hole - \$150.00 Emergency Hole - \$55.00
 Trench - \$70.00/100'+Hole fee Obstruction Fee - \$50.00+.05/Ft.

Receipt No.: _____ Date: _____ Initials: _____

APPLICANT MUST CONTACT THE SPRING LAKE PARK PUBLIC WORKS DIRECTOR AT 763-792-7227 48 HOURS PRIOR TO COMMENCING WORK

City of Spring Lake Park

90 Addresses

Service WO	House	Street	City	Main Loc: LS/SS
91273260	1303	78TH CIR	SPRING LAKE PARK	SS
91273263	1315	78TH CIR	SPRING LAKE PARK	SS
91273266	1352	78TH CIR	SPRING LAKE PARK	LS
91279882	900	79TH AVE NE	SPRING LAKE PARK	SS
91266975	515	82ND AVE NE	SPRING LAKE PARK	SS
91279887	656	84TH AVE NE	SPRING LAKE PARK	LS
91267228	7709	ABLE ST NE	SPRING LAKE PARK	LS
91267333	7717	ABLE ST NE	SPRING LAKE PARK	SS
91267339	7725	ABLE ST NE	SPRING LAKE PARK	LS
91267340	7801	ABLE ST NE	SPRING LAKE PARK	SS
91267343	7833	ABLE ST NE	SPRING LAKE PARK	SS
91267345	7914	ABLE ST NE	SPRING LAKE PARK	SS
91280072	8237	ABLE ST NE	SPRING LAKE PARK	LS
91280077	8241	ABLE ST NE	SPRING LAKE PARK	LS
91267348	1624	BALLANTYNE LN NE	SPRING LAKE PARK	SS
91280435	7917	CENTRAL AVE NE	SPRING LAKE PARK	LS
91267472	8073	GARFIELD ST NE	SPRING LAKE PARK	SS
91267476	8024	HAYES ST NE	SPRING LAKE PARK	SS
91267479	8042	HAYES ST NE	SPRING LAKE PARK	SS
91267480	8047	HAYES ST NE	SPRING LAKE PARK	SS
91267485	8054	HAYES ST NE	SPRING LAKE PARK	SS
91267590	8090	HAYES ST NE	SPRING LAKE PARK	SS
91280083	375	LUND AVE NE	SPRING LAKE PARK	LS
91280189	383	LUND AVE NE	SPRING LAKE PARK	SS
91280192	416	LUND AVE NE	SPRING LAKE PARK	LS
91267591	316	MANOR DR NE	SPRING LAKE PARK	SS
91267594	366	MANOR DR NE	SPRING LAKE PARK	SS
91267597	374	MANOR DR NE	SPRING LAKE PARK	SS
91267600	400	MANOR DR NE	SPRING LAKE PARK	SS
91267602	408	MANOR DR NE	SPRING LAKE PARK	SS
91267604	416	MANOR DR NE	SPRING LAKE PARK	SS
91267942	450	MANOR DR NE	SPRING LAKE PARK	SS
91267605	458	MANOR DR NE	SPRING LAKE PARK	SS
91267607	466	MANOR DR NE	SPRING LAKE PARK	SS
91267943	474	MANOR DR NE	SPRING LAKE PARK	SS
91267809	482	MANOR DR NE	SPRING LAKE PARK	SS
91267814	367	MAPLE ST NE	SPRING LAKE PARK	LS
91267817	375	MAPLE ST NE	SPRING LAKE PARK	LS
91267819	400	MAPLE ST NE	SPRING LAKE PARK	SS
91267820	401	MAPLE ST NE	SPRING LAKE PARK	LS
91267822	451	MAPLE ST NE	SPRING LAKE PARK	LS
91267823	459	MAPLE ST NE	SPRING LAKE PARK	LS
91267824	466	MAPLE ST NE	SPRING LAKE PARK	SS
91267825	467	MAPLE ST NE	SPRING LAKE PARK	LS

TAPPED OFF VICEROY DR NE
TAPPED OFF VICEROY DR NE
TAPPED OFF RALEIGH LN NE
TAPPED OFF RALEIGH LN NE
TAPPED OFF MARLBORO CT NE

COUNTY RD 35

91267827	475	MAPLE ST NE	SPRING LAKE PARK	LS
91267945	908	RALEIGH LN NE	SPRING LAKE PARK	SS
91267946	916	RALEIGH LN NE	SPRING LAKE PARK	SS
91267947	931	RALEIGH LN NE	SPRING LAKE PARK	SS
91268091	939	RALEIGH LN NE	SPRING LAKE PARK	SS
91267828	316	SANBURNOL DR NE	SPRING LAKE PARK	SS
91267929	350	SANBURNOL DR NE	SPRING LAKE PARK	SS
91267931	358	SANBURNOL DR NE	SPRING LAKE PARK	SS
91267932	366	SANBURNOL DR NE	SPRING LAKE PARK	SS
91267933	374	SANBURNOL DR NE	SPRING LAKE PARK	SS
91267934	416	SANBURNOL DR NE	SPRING LAKE PARK	SS
91267935	450	SANBURNOL DR NE	SPRING LAKE PARK	SS
91267936	458	SANBURNOL DR NE	SPRING LAKE PARK	SS
91267939	466	SANBURNOL DR NE	SPRING LAKE PARK	SS
91268092	474	SANBURNOL DR NE	SPRING LAKE PARK	SS
91268096	482	SANBURNOL DR NE	SPRING LAKE PARK	SS
91268097	8201	TERRACE RD NE	SPRING LAKE PARK	SS
91268099	7700	TYLER ST NE	SPRING LAKE PARK	LS
91268100	7701	TYLER ST NE	SPRING LAKE PARK	SS
91268101	7705	TYLER ST NE	SPRING LAKE PARK	SS
91268106	7708	TYLER ST NE	SPRING LAKE PARK	LS
91268107	7711	TYLER ST NE	SPRING LAKE PARK	SS
91268108	7716	TYLER ST NE	SPRING LAKE PARK	LS
91268289	7717	TYLER ST NE	SPRING LAKE PARK	SS
91268291	7720	TYLER ST NE	SPRING LAKE PARK	LS
91268295	7722	TYLER ST NE	SPRING LAKE PARK	LS
91268296	7723	TYLER ST NE	SPRING LAKE PARK	SS
91268298	7733	TYLER ST NE	SPRING LAKE PARK	SS
91268300	7741	TYLER ST NE	SPRING LAKE PARK	SS
91268301	7749	TYLER ST NE	SPRING LAKE PARK	SS
91268303	7750	TYLER ST NE	SPRING LAKE PARK	LS
91268306	7753	TYLER ST NE	SPRING LAKE PARK	SS
91273389	7780	TYLER ST NE	SPRING LAKE PARK	LS
91273392	7783	TYLER ST NE	SPRING LAKE PARK	SS
91273398	7800	TYLER ST NE	SPRING LAKE PARK	LS
91268389	7813	TYLER ST NE	SPRING LAKE PARK	SS
91273401	7816	TYLER ST NE	SPRING LAKE PARK	LS
91268390	7832	TYLER ST NE	SPRING LAKE PARK	LS
91273405	7843	TYLER ST NE	SPRING LAKE PARK	SS
91268392	7848	TYLER ST NE	SPRING LAKE PARK	LS
91268395	7864	TYLER ST NE	SPRING LAKE PARK	LS
91268396	7873	TYLER ST NE	SPRING LAKE PARK	SS
91268398	7880	TYLER ST NE	SPRING LAKE PARK	LS
91268401	7892	TYLER ST NE	SPRING LAKE PARK	LS
91268406	7899	TYLER ST NE	SPRING LAKE PARK	SS
91268408	908	VICEROY DR NE	SPRING LAKE PARK	LS
91268489	916	VICEROY DR NE	SPRING LAKE PARK	SS

91273071	924	VICEROY DR NE	SPRING LAKE PARK	SS
91273074	939	VICEROY DR NE	SPRING LAKE PARK	SS

93

City of Spring Lake Park
1301 81st Avenue NE
Spring Lake Park, MN 55432

Contractor's Licenses

October 7, 2019

General Contractor

Associated Exteriors, Inc.

Ralph's Exteriors, Inc.

Mechanical Contractor

Larson Plumbing and Heating

Master Mobile Home Service, Inc.

Metro Heating and Cooling

Plumbing Contractor

Larson Plumbing and Heating

Metro Heating and Cooling

City of Spring Lake Park
1301 81st Avenue NE
Spring Lake Park, MN 55432

Sign Permit

October 7, 2019

Hy Vee Aisles On Line

8101 Hwy 65 NE

(Sign #1A)
west elevation



CITY OF SPRING LAKE PARK
1301 81st Avenue N E
Spring Lake Park, MN 55432
763-784-6491

Sign Permit Application

DATE: 9-30-19

NAME OF APPLICANT: NESPER SIGN INC.

ADDRESS OF APPLICANT: 4620 J. St. S.W. CEDAR RAPIDS, IA, 52404

TELEPHONE NUMBER OF APPLICANT: 319-366-5312

NAME OF BUSINESS AND LOCATION of building structure, or lot to which or upon which the sign is to be attached or erected HI-LED RISERS ONLINE

8101 HWY # 65 NE

New Construction: Remodel: Word Change Only:

Attach a drawing or sketch showing the position of the sign in relation to the nearest building, structures, public streets, right-of-way and property lines. Said drawing to be prepared to scale.

Attach two (2) blueprints or ink drawings of the plans and specifications and method of construction or attachment to the building or in the ground, including all dimensions. Show location of all light sources, wattage, type and color of lights and details of light shields or shades.

Attach a copy of stress sheets and calculations showing the structure is designed for dead load and wind velocity in the amount required by this and all other Ordinances of the City, if requested by the Building Inspection Department.

Name of person, firm or corporation erecting the structure: NESPER SIGN INC.

Address: 4620 J. St. S.W. CEDAR RAPIDS, IA 52404

Is an Electrical Permit required? YES BY HI-LED CONSTRUCTION

- I, the undersigned applicant, do further make the following agreement with the City of Spring Lake Park Mn:
- 1) To authorize and direct the City of Spring Lake Park to remove and dispose of any signs and sign structures on which a Permit has been issued but which was not renewed, if the owner does not remove the same within thirty (30) days following the expiration of the Permit.
 - 2) To authorize and direct the City of Spring Lake Park to remove said sign and sign structure, at the expense of the applicant, where maintenance is not furnished, but only after a hearing and after notice of sixty (60) days, specifying the maintenance required by the City.
 - 3) To provide any other additional information which may be required by the Building Inspection Department.


SIGNATURE OF APPLICANT

FOR OFFICE USE ONLY:*****
FEE: _____ RECEIPT NUMBER: _____

DATE OF APPROVAL: _____ DATE OF ISSUE: _____

REASON FOR DENIAL: _____

ADDITIONAL REQUIREMENTS FOR SIGN PERMIT:

SQUARE FOOTAGE OF FRONT OF BUILDING: $162'' \times 718'' = 808\cancel{A}$

SQUARE FOOTAGE OF ALL EXISTING SIGNS: 0

SQUARE FOOTAGE OF PROPOSED SIGN OR SIGNS: $42\cancel{A} \times 2 = 84\cancel{A}$

INCLUDE A DRAWING SHOWING LOCATION AND MESSAGE ON SIGN.

IF YOU ARE NOT THE OWNER OF THE PROPERTY, INCLUDE A SIGNED LETTER FROM THE OWNER GIVING PERMISSION TO ERECT THE SIGN.

NOTE: ALL APPLICATIONS ARE DUE BY NOON ON THE TUESDAY PRECEEDING THE COUNCIL MEETING.

DRAWING:

proposed
 $42\cancel{A} - 75 + (1.25 \times 2) = \cancel{\$} 77.50$
 $42\cancel{A} - \$ 77.50$

$242 - 30\%$
 $84\cancel{A} - \text{proposed}$

 $158\cancel{A} \text{ Remaining}$

SIGNS

- Most municipalities have zoning standards regarding signs and require approval by the zoning administrator or municipal governing body. **Zoning** approval for a sign only authorizes the sign design and/or planned placement – it does not substitute for a building permit.
- A building permit is required if a sign is to be mechanically fastened to a structure or installed on independent supports.
- Along with the completed Building Permit Application, submit:
 - Two copies of plans showing the proposed design, including:
 - Attachment detail
 - Elevation drawings
 - Sign area/size
 - Materials
 - Post sizing (if applicable)
 - Footing details
 - Weight, per independent component or section
 - Additional information may be required by the plan reviewer
 - Two sets of site plans (or site surveys if required by municipality) illustrating proposed sign location and dimensions, lot lines, setbacks, and all structures on the property.
- **Engineering may be required for any sign; but is always required for:**
 - ___ yes no: Signs 7' above grade (if independently supported);
 - ___ yes no: Any sign component fastened to a structure, but not attached to the structural frame;
 - ___ yes no: Any sign component weighing over 50 lbs. and fastened to a structure.

IF all answers are "no," please complete and return the *Commercial Sign – General Scope of Work* form. IF any or all questions are "yes," engineering is required.
- All materials and the installation of all materials must comply with the Minnesota State Building Code and the manufacturers' installation specifications for each product.

PERMIT CARD AND APPROVED PLANS (throughout the project) shall be POSTED prior to start of work - **VISIBLE** from street or driveway - **ACCESSIBLE** to the inspector

INSPECTION REQUIREMENTS:

- **MUST** schedule during office hours **AT LEAST** one business day prior to required inspection. If a specific date and/or time will be required, more notice may be needed – please plan ahead. A re-inspection fee may be charged for failure to cancel an inspection for which you are not ready, or for failure to pass an inspection.
- Office Hours: Monday - Friday • 8:00 a.m. - 4:30 p.m.
- Phone: (952) 442-7520 or (888) 446-1801

- Inspections:** See your permit card to determine which of the following inspections are required for your project.
- **Footings:** After forms and reinforcing are in place, but **PRIOR TO POURING CONCRETE**. Locate survey stakes to allow inspector to verify setbacks.
 - **Attachment (may be included with final):** Verify attachment according to approved plans, and that all penetrations have been properly sealed.
 - **Final:** After the building has been fully installed. If sign includes electronic elements, the electrical final inspection must be completed before the sign final inspection.

Warning: The inspector may issue an order to remove materials to verify compliance with the MN State Building Code and manufacturer's installation requirements.

If a re-inspection is required, a re-inspection fee will apply. The permit holder (the signing applicant) or the permit holder's representative must meet the inspector at the site to provide access. The re-inspection will not be conducted if the re-inspection fee is not paid.

Note: For specific code requirements, please contact the Building Inspection Department at 952-442-7520 or 888-446-1801 or e-mail: info@mnspect.com.

Commercial Sign – Worksheet

Answer all questions and submit with your permit application.

1. Is this a free-standing sign higher than 7 feet above grade? Yes ___ No X
2. Will the sign be attached to a building, but not to the structural frame? Yes ___ No X
3. Does any sign component attached to the structure weigh over 50 lbs.? Yes ___ No X

If you answered Yes to any of the above, Engineered plans are required and you do not need to continue filling out this worksheet

4. If the sign is free-standing (not attached to an existing structure): M/A
 Footing Diameter: _____ Depth: _____ Post Size: _____

5. Provide sign dimensions: _____

6. Provide attachment details to posts or building (include fastener types, sizes)
(4) TOTAL 3" LONG x 1/4" THREADED STUBS INTO CONCRETE EACH LETTER.

7. Provide the weight of each independent component or section:
LETTERS @ 3# EACH

8. Provide information on the sign material (stone, wood, plastic, aluminum, glass):
ALUMINUM LETTERS, PLASTIC FACES, LED LIGHTING.

9. Provide a drawing identifying sign attachment, location, and elevations along with this worksheet.

JOB DESCRIPTION:

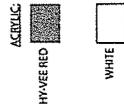
FABRICATE AND INSTALL (9) SETS OF FACE-LIT CHANNEL LETTERS AND (5) SETS OF VINYL TO COLUMNS

SIGN 1: (2) SETS OF FACE-LIT LETTERS
 FACES: 3/8" WHITE ACRYLIC
 TRIM CAP: 1" WHITE
 RETURNS: 3.5" WHITE
 ILLUMINATION: WHITE LEDS
 ACCESS REQ'D

SIGN 2: (1) SET OF FACE-LIT LETTERS
 FACES: 3/8" HY-VEE RED ACRYLIC
 TRIM CAP: 1" RED
 RETURNS: 3.5" RED COIL
 ILLUMINATION: RED LEDS
 ACCESS REQ'D

SIGN 3, 4, 5: (5) SETS OF VINYL
 VINYL: HP WHITE

- POWER SUPPLY BY OTHERS
 - SURVEY REQUIRED
 - CUSTOMER TO SUPPLY LOGO IN VECTOR FORMAT & PANTONE COLORS (ILLUSTRATOR CSS OR EARLIER, EPS, PDF)



DESIGN #: PG-617 VER #: 3

DATE: 9-27-19 DRAWN BY: KSA

SALES: PHIL GARLAND

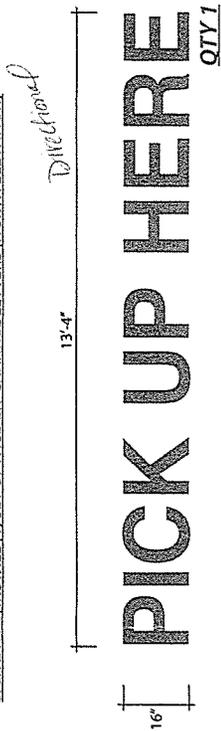
JOB: HY-VEE AISLES ONLINE

LOCATION: SPRING LAKE PARK, MN

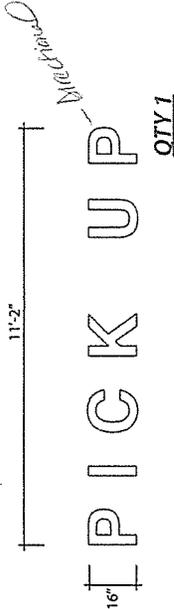
ACRYLIC DESIGN APPROVED BY:

DATE:

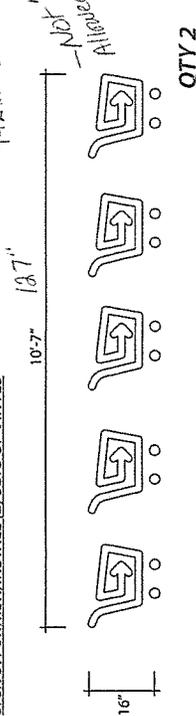
SIGN 2: FAB/INSTALL (1) SET OF FACE-LIT CHANNEL LETTERS (NORTH ELEVATION)



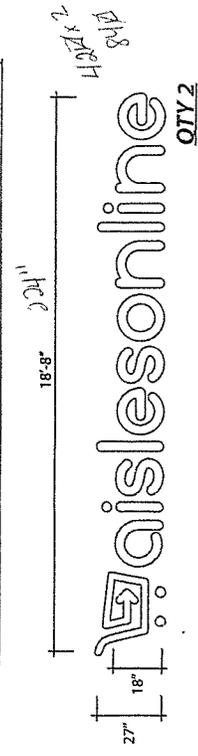
SIGN 4: FURNISH/INSTALL (1) SET OF VINYL



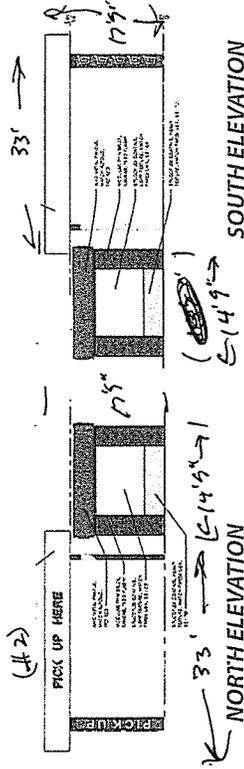
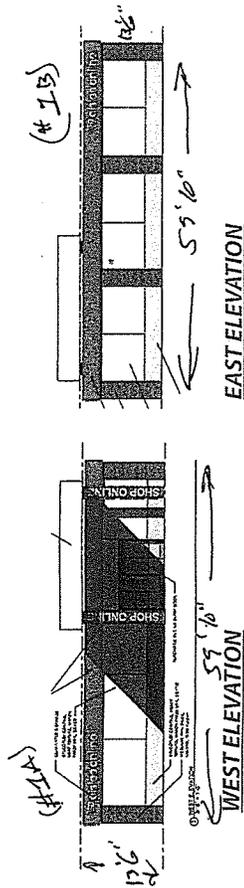
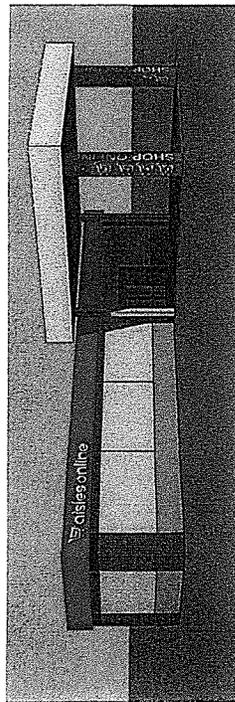
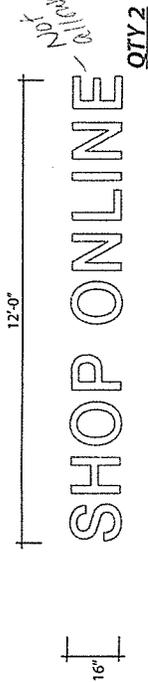
SIGN 5: FURNISH/INSTALL (2) SETS OF VINYL



SIGN 1: FABRICATE/INSTALL (2) SET OF FACE-LIT CHANNEL LETTERS (WEST & EAST ELEVATION)



SIGN 3: FURNISH/INSTALL (2) SETS OF VINYL



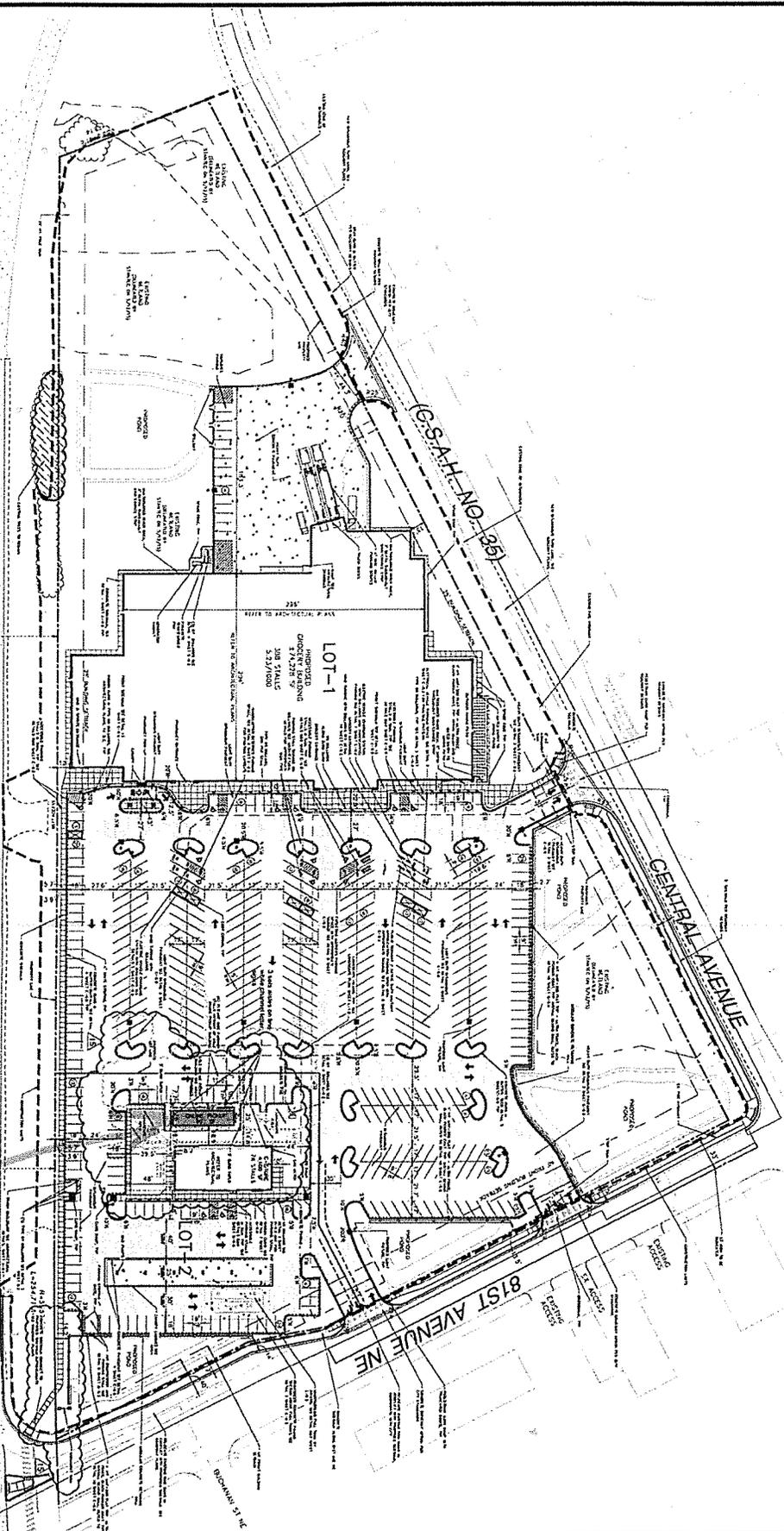
Since 1925

WWW.NESPERSIGN.COM

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4620 J STREET SW CEDAR RAPIDS IA 52404 / 1-800-332-2403 / FAX 319-366-6403

NESPER
SIGN ADVERTISING, INC.



- SITE NOTES:**
1. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE CITY ENGINEERING DEPARTMENT'S STANDARD SPECIFICATIONS FOR HIGHWAY CONSTRUCTION.
 2. CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE CITY ENGINEERING DEPARTMENT'S STANDARD SPECIFICATIONS FOR HIGHWAY CONSTRUCTION.
 3. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE CITY ENGINEERING DEPARTMENT'S STANDARD SPECIFICATIONS FOR HIGHWAY CONSTRUCTION.
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 9. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE CITY ENGINEERING DEPARTMENT'S STANDARD SPECIFICATIONS FOR HIGHWAY CONSTRUCTION.
 10. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE CITY ENGINEERING DEPARTMENT'S STANDARD SPECIFICATIONS FOR HIGHWAY CONSTRUCTION.
 11. CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE CITY ENGINEERING DEPARTMENT'S STANDARD SPECIFICATIONS FOR HIGHWAY CONSTRUCTION.
 12. CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE CITY ENGINEERING DEPARTMENT'S STANDARD SPECIFICATIONS FOR HIGHWAY CONSTRUCTION.
 13. CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE CITY ENGINEERING DEPARTMENT'S STANDARD SPECIFICATIONS FOR HIGHWAY CONSTRUCTION.
 14. CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE CITY ENGINEERING DEPARTMENT'S STANDARD SPECIFICATIONS FOR HIGHWAY CONSTRUCTION.
 15. CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE CITY ENGINEERING DEPARTMENT'S STANDARD SPECIFICATIONS FOR HIGHWAY CONSTRUCTION.
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 25. CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE CITY ENGINEERING DEPARTMENT'S STANDARD SPECIFICATIONS FOR HIGHWAY CONSTRUCTION.

STATE TRUNK HIGHWAY NO. 65

SITE DATA:

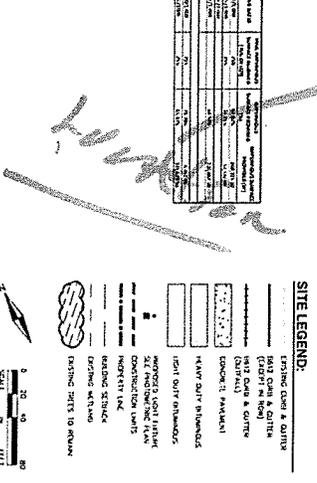
ITEM	DESCRIPTION	QUANTITY	UNIT
1	CONCRETE	10	YARDS
2	ASPHALT	10	YARDS
3	GRAVEL	10	YARDS
4	BRICK	10	THOUSANDS
5	CEMENT	10	TONS
6	STEEL	10	TONS
7	WOOD	10	THOUSANDS
8	PAINT	10	GALLONS
9	ELECTRICAL	10	UNITS
10	MECHANICAL	10	UNITS
11	PLUMBING	10	UNITS
12	LANDSCAPING	10	UNITS
13	UTILITIES	10	UNITS
14	CONCRETE	10	YARDS
15	ASPHALT	10	YARDS
16	GRAVEL	10	YARDS
17	BRICK	10	THOUSANDS
18	CEMENT	10	TONS
19	STEEL	10	TONS
20	WOOD	10	THOUSANDS
21	PAINT	10	GALLONS
22	ELECTRICAL	10	UNITS
23	MECHANICAL	10	UNITS
24	PLUMBING	10	UNITS
25	LANDSCAPING	10	UNITS
26	UTILITIES	10	UNITS

SITE LEGEND:

SYMBOL	DESCRIPTION
[Symbol]	EXISTING CURB & GUTTER
[Symbol]	PROPOSED CURB & GUTTER
[Symbol]	EXISTING DRIVE
[Symbol]	PROPOSED DRIVE
[Symbol]	EXISTING SIDEWALK
[Symbol]	PROPOSED SIDEWALK
[Symbol]	EXISTING UTILITY
[Symbol]	PROPOSED UTILITY
[Symbol]	EXISTING LIGHT FIXTURE
[Symbol]	PROPOSED LIGHT FIXTURE
[Symbol]	EXISTING SIGN
[Symbol]	PROPOSED SIGN
[Symbol]	EXISTING FENCE
[Symbol]	PROPOSED FENCE
[Symbol]	EXISTING TREE
[Symbol]	PROPOSED TREE
[Symbol]	EXISTING LANDSCAPE
[Symbol]	PROPOSED LANDSCAPE
[Symbol]	EXISTING PAVEMENT
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[Symbol]	EXISTING GRAVEL
[Symbol]	PROPOSED GRAVEL
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[Symbol]	EXISTING ELECTRICAL
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[Symbol]	EXISTING MECHANICAL
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[Symbol]	EXISTING PLUMBING
[Symbol]	PROPOSED PLUMBING
[Symbol]	EXISTING LANDSCAPING
[Symbol]	PROPOSED LANDSCAPING
[Symbol]	EXISTING UTILITIES
[Symbol]	PROPOSED UTILITIES

REVISIONS:

NO.	DATE	DESCRIPTION
1	10/15/20	ISSUED FOR PERMIT
2	11/01/20	REVISED PER CITY ENGINEERING DEPARTMENT COMMENTS
3	11/15/20	REVISED PER CITY ENGINEERING DEPARTMENT COMMENTS
4	12/01/20	REVISED PER CITY ENGINEERING DEPARTMENT COMMENTS
5	12/15/20	REVISED PER CITY ENGINEERING DEPARTMENT COMMENTS
6	01/01/21	REVISED PER CITY ENGINEERING DEPARTMENT COMMENTS
7	01/15/21	REVISED PER CITY ENGINEERING DEPARTMENT COMMENTS
8	02/01/21	REVISED PER CITY ENGINEERING DEPARTMENT COMMENTS
9	02/15/21	REVISED PER CITY ENGINEERING DEPARTMENT COMMENTS
10	03/01/21	REVISED PER CITY ENGINEERING DEPARTMENT COMMENTS
11	03/15/21	REVISED PER CITY ENGINEERING DEPARTMENT COMMENTS
12	04/01/21	REVISED PER CITY ENGINEERING DEPARTMENT COMMENTS
13	04/15/21	REVISED PER CITY ENGINEERING DEPARTMENT COMMENTS
14	05/01/21	REVISED PER CITY ENGINEERING DEPARTMENT COMMENTS
15	05/15/21	REVISED PER CITY ENGINEERING DEPARTMENT COMMENTS
16	06/01/21	REVISED PER CITY ENGINEERING DEPARTMENT COMMENTS
17	06/15/21	REVISED PER CITY ENGINEERING DEPARTMENT COMMENTS
18	07/01/21	REVISED PER CITY ENGINEERING DEPARTMENT COMMENTS
19	07/15/21	REVISED PER CITY ENGINEERING DEPARTMENT COMMENTS
20	08/01/21	REVISED PER CITY ENGINEERING DEPARTMENT COMMENTS
21	08/15/21	REVISED PER CITY ENGINEERING DEPARTMENT COMMENTS
22	09/01/21	REVISED PER CITY ENGINEERING DEPARTMENT COMMENTS
23	09/15/21	REVISED PER CITY ENGINEERING DEPARTMENT COMMENTS
24	10/01/21	REVISED PER CITY ENGINEERING DEPARTMENT COMMENTS
25	10/15/21	REVISED PER CITY ENGINEERING DEPARTMENT COMMENTS



C-3.0

DATE: 10/15/20

SCALE: 1" = 40'

PROJECT: STATE TRUNK HIGHWAY NO. 65

DRAWING NO.: C-3.0

DESIGNED BY: [Name]

CHECKED BY: [Name]

APPROVED BY: [Name]

HY-VEE
 733 Marguerite Avenue
 Spring Lake Park, MN
 55389-1000
 www.hy-vee.com

ALLIANT
 733 Marguerite Avenue
 Spring Lake Park, MN
 55389-1000
 www.alliant.com

HYPER
 733 Marguerite Avenue
 Spring Lake Park, MN
 55389-1000
 www.hyper.com

HY-VEE
 HIGHWAY 65 & 81ST AVE NE
 SPRING LAKE PARK, MN
CONSTRUCTION DRAWINGS

SITE PLAN



September 30, 2019

Jeff Stein
Director, Site Planning
Hy-Vee, Inc.
5820 Westown Parkway
West Des Moines, IA 50266

Dear Mr. Stein:

The City received a request from Hy-Vee, Inc. for an amendment to the Planned Unit Development for the Hy-Vee grocery store/convenience store located at the northeast corner of the intersection of Minnesota Trunk Highway 65 and 81st Avenue NE.

City staff reviewed the Planned Unit Development (PUD) amendment application and compared it to the revised PUD approval dated August 10, 2019. The amendment shows a 25 foot by 33 foot canopy that is proposed to be located to the south of and adjacent to the "Ailes Online" building. The parking demand as required under City Code is 447 parking spaces; the proposed PUD amendment provides 462 parking spaces. The proposed PUD amendment has a minimal impact on the amount of impervious surface on the site, which is well below the 75% limit.

Since the addition of the canopy is reasonable, practical and relatively unobtrusive as it is behind the larger convenience store and will not impact much in the way of sight lines or other aesthetics, staff has determined that this is a minor change to the Final PUD Development Plan and Site Plan. Therefore, under the authority granted to me by the City Council under Section 3(c) of Ordinance 440, An Ordinance Amending the Official Zoning Map of the City of Spring Lake Park and Creating a New Planned Unit Development District, I hereby approve the minor change to the Final PUD Development Plan and Site Plan, as shown on drawings by Alliant Engineering dated September 16, 2019.

City staff has reviewed the pictures submitted with the Aisles Online canopy amendment and has determined that the signage on the columns is unacceptable and not in keeping with the overall tasteful design of the whole site and buildings. Therefore, the column signage is not approved as part of this PUD amendment. Hy-Vee is able to petition the Planning Commission and City Council for a formal PUD amendment to allow the column signage.

If you have any questions regarding this letter, please don't hesitate to contact me at 763-784-6491.

Sincerely,

A handwritten signature in black ink, appearing to read "Daniel R. Buchholtz". The signature is written in a cursive style with a large initial "D".

Daniel R. Buchholtz, MMC
Administrator, Clerk/Treasurer

Enclosure

cc: Phil Gravel, City Engineer
Phil Carlson, City Planner
Terry Randall, Public Works Director
Jeff Baker, Building Inspector
Phil Hoey, Hy-Vee
Mark Kronbeck, Alliant Engineering

City of Spring Lake Park
1301 81st Avenue NE
Spring Lake Park, MN 55432

Business License - Cigarette License

October 7, 2019

Cigarette License

HyVee, Inc dba Fast & Fresh Express

8101 Hwy 65 NE



City of Spring lake Park
Code Enforcement Division
1301 Eighty First Avenue Northeast
Spring Lake Park, Minnesota 55432
(763) 783-6491 Fax: (763) 792-7257

REPORT

TO: Spring Lake Park City Council
FROM: Jeff Baker, Code Enforcement Official
RE: Code Enforcement Monthly Report for September 2019
DATE: October 2, 2019

The Spring Lake Park Code Enforcement department is the authority having jurisdiction for all fire, rental, property, nuisance, and zoning codes within Spring Lake Park.

In September 2019, a total of 19 building, 2 fire, 3 zoning, 11 mechanical, and 6 plumbing for a total of 41 permits issued compared to a total of 47 in 2018. Code Enforcement conducted 81 inspections in the month of September including, 3 zoning, 41 nuisance, 2 fire and 35 rental inspections with 182 Units.

The handout information included with this month report is one I created for commercial properties in Spring Lake Park. The notice of Fire Inspection and self-inspection check list will help Spring Lake Park and business owners, limit the resources needed to keeping the citizens and businesses safe.

Public Storage is almost complete, I will be doing a final walkthrough with the fire department day staff on 10/3/2019 to familiarize them with the new building. Since the majority of the day staff are also volunteers, walkthroughs like these are an excellent way to improve response time, should a fire or medical call take place.

Also attached with this report, please find the September 2019 Spring Lake Park vacancies listings. The listings include both residential and commercial properties indicating vacant and foreclosure properties as well as upcoming Sheriff Sales. September 2019 vacancy listing summarizes the following:

- 12 vacant/foreclosed residential properties currently posted by the Code enforcement department and/or soon to be posted.
- 0 vacant/foreclosed commercial properties currently posted by the Code Enforcement department and/or soon to be posted.
- 4 residential properties currently occupied and ready for Sheriff Sale's redemption.

In September of 2019, the Code Enforcement Department posted one home for no occupancy due to lack of basic facilities. Also, in the month of September, Code Enforcement issued 3 administrative offense tickets.

In September of 2019, I also attended the following appointments:

- City Council meetings on September 3rd and 16th.
- New construction meeting on September 5th and 18th.
- Inspection meeting on September 19th.
- North Suburban Building Official meeting September 24th.
- MNSpect status meeting on September 27th.

This concludes the Code Enforcement Department monthly report for August 2019. If anyone has any questions or concerns regarding my report, I would be happy to answer them at this time.



Business Owner and/or Manager
123 4th Street NE
Spring Lake Park, MN 55432

September 30, 2019

Subject: Routine/Annual Fire Inspection

Inspection Location: 123 4th Street NE

The City of Spring Lake Park is committed to protecting the citizens and businesses in our community from the devastation that is caused by fire. The single most effective way to fight a fire is to prevent a fire from starting in the first place, and routine fire inspections of commercial properties are one of the ways to do this. The goal of routine fire inspections is to identify fire hazards and life safety issues, and to mitigate the hazards through education and a cooperative effort to achieve voluntary compliance with the State Fire and Building Codes.

Enclosed with this letter is a self-inspection checklist that lists commonly identified fire code violations. The City of Spring Lake Park Fire Inspection Division has developed this list to assist business owners and managers in identifying and correcting common fire code and life safety issues in their facilities. Additionally, the list will provide owners and managers a tool to educate their employees on fire safety practices.

A City of Spring Lake Park Fire Inspector will be conducting a routine fire inspection of your business/property on **01/01/2019**. If you or your designated representative are unable to be present for the inspection on this date and need to re-schedule, please contact our office at (763) 792-7212 at least 24 hours prior to your scheduled inspection.

If you have any questions or concerns or require additional information, please feel free to call our offices.

Sincerely,

Jeff Baker
Code Enforcement / Fire Marshal
City of Spring Lake Park



FIRE SAFETY SELF INSPECTION CHECKLIST

1. Have extinguishers been tagged documenting annual inspection? Yes No
2. Are extinguishers mounted in a visible, accessible location with maximum height of 5 feet to the top of extinguisher? Yes No
3. Has a 40 BC extinguisher been provided within 30 feet of cooking equipment? Yes No
4. Are bulbs replaced in illuminated exit signs? Yes No
5. Are emergency lighting units tested and operational? Yes No
6. Are exit paths clear and unobstructed? Yes No
7. Do doors on assembly occupancies have easily-openable panic hardware? Yes No
8. Are exit doors on other retail occupancies easily-openable? Yes No
9. If key-locking hardware is provided on main front entrance, is a sign posted THIS DOOR TO REMAIN UNLOCKED? Yes No
10. Are waste material containers emptied routinely at the end of the day? Yes No
11. Extension cords are not permitted to be utilized as permanent wiring. Are adequate outlets provided? Yes No
12. Is a clear width of 30 inches provided in front of the electrical panel? Yes No
13. If an alarm system is provided, is documentation of annual maintenance available? Yes No
14. If the building is protected with an automatic extinguishing system, is documentation of annual maintenance available? Yes No
15. In occupancies with cooking equipment, has the extinguishing system been serviced semi-annually and documentation available? Yes No
16. In systems with cooking equipment and grease hoods, is documentation available of routine duct hood cleaning? Yes No



17. Are large contrasting address numbers installed and clearly visible from the road? Yes No
18. Do assembly occupancies have an occupant load sign posted at main entrance? Yes No
19. Are lockboxes provided on monitored sprinkler or fire alarm systems? Yes No
20. Are fire doors kept closed? Yes No
21. Are mechanical/electrical rooms kept free of combustible storage? Yes No
22. Is storage maintained 18 inches below sprinkler head deflectors? Yes No
23. Are all exterior exit paths kept clear of debris, snow and/or ice to the public way? Yes No



Memorandum

To: Mayor Nelson and Members of the City Council

From: Daniel R. Buchholtz, MMC, Administrator, Clerk/Treasurer

Date: October 2, 2019

Subject: Storm and Surface Waters Ordinance

As part of the approval and implementation of the City's Local Surface Water Management Plan, staff is presenting an ordinance amending Chapter 52 of the City Code for Council review and approval relating to storm and surface waters.

The proposed ordinance achieves the following:

- Requires that all property-related activities that are regulated by a watershed district shall be reviewed and approved by the applicable watershed district prior to local permit or final subdivision approval.
- Establishes a new subchapter, entitled "Private Surface Water Facility Maintenance," which requires a maintenance plan to be submitted for all new private stormwater best management practices (BMPs). The chapter also requires property owners to perform maintenance on their existing private stormwater BMPs to ensure they function consistent with their original design and establishes an enforcement process to ensure compliance.
- Requires any land disturbance and/or drainage alterations that impact or have potential impact to wetland areas and/or public waters to be reviewed by the local government unit (either Coon Creek Watershed District or Rice Creek Watershed District).

The proposed ordinance was drafted by Stantec and reviewed by the City Attorney. Staff recommends approval of the proposed ordinance.

If you have any questions, please don't hesitate to contact me at 763-784-6491.

ORDINANCE NO. 455

AN ORDINANCE AMENDING CHAPTER 52 OF THE SPRING LAKE PARK CITY CODE RELATING TO STORM AND SURFACE WATERS

The City Council of the City of Spring Lake Park, Minnesota, ordains as follows:

Section 1. The title of Chapter 52 shall be renamed to “Storm and Surface Waters.”

Section 2. A new subchapter, subtitled Watershed District Review and Approval, shall be added to read as follows:

Section 1. REQUIREMENT

Local property related activities that are regulated by the watershed district(s) exercising control over said property shall be reviewed and approved by the applicable watershed district(s) prior to local permit or final subdivision approval.

Section 3. A new subchapter, subtitled Private Surface Water Facility Maintenance, shall be added to Chapter 52 to read as follows:

Section 1. MAINTENANCE PLAN

(A) No private stormwater best management practice (BMP) shall be approved unless a maintenance plan is provided that defines who will conduct the maintenance, the type of maintenance and the maintenance intervals.

Section 2. MAINTENANCE OF EXISTING BMPs

(A) The City requires that existing stormwater BMPs be maintained as follows:

(1) *Private Stormwater BMPs.* All private stormwater BMPs shall be maintained by the property owner so that the BMPs are in proper condition consistent with their original design.

(2) *Ponds, Stormwater Wetlands and other non-structural BMPs.* Settled materials from ponds, sumps, grit chambers and other BMPs, including settled solids, shall be removed and disposed of as needed to maintain BMP function. Brush, shrubs and trees shall be removed from ponds and non-structural BMPs where they interfere with the BMP function as originally designed.

(3) *Infiltration, Filtration, Underground Storage and other structural BMPs.* Annual inspections, removal of litter, debris, sediment and replacement of mulch, vegetation and eroded areas is required to maintained the function as originally designed.

(B) *Inspection.* The City shall inspect, or require the inspection of, all stormwater BMPs during construction, during the first year of operation and at least once every five years thereafter.

Section 3. ENFORCEMENT.

(A) *Notice of violation.* Whenever the city finds that BMP maintenance has not been provided to meet a requirement of this section, the city may order compliance by written notice of violation to the responsible person/entity.

(B) If abatement of a violation and/or restoration of affected property is required, the notice shall set forth a deadline within which such remediation or restoration must be completed. The notice shall further advise that, should the violator fail to remediate or restore within the established deadline, the work will be done by a designated governmental agency or a contractor and the expense thereof shall be charged to the violator.

(C) If the invoice sent to the responsible person/entity for abatement and/or restoration is not paid within 30 days after date of invoice, the city may draw the amount of the invoice from any financial guarantees the city may hold from the responsible person/entity or may assess the property from which the offense originated pursuant to M.S. § 429.101.

Section 4. A new subchapter, entitled Wetland and Public Water Management, shall be added to Chapter 52 to read as follows:

Section 1. Regulation and Review

(A) Land disturbance and/or drainage alterations that impact or have the potential to impact wetland areas and/or public waters within the City are subject to review by the acting local government unit (LGU) for the location of potential impacts. LGUs in Spring Lake Park are Coon Creek Watershed District (CCWD) and Rice Creek Watershed District (RCWD), as defined in the City's Local Surface Water Management Plan, as amended from time to time. Coordination should occur with the LGU having jurisdiction over the applicable wetland(s) to be impacted or potentially impacted.

Section 5. Effective Date. This Ordinance shall have full force and effect upon its passage and publication.

Passed by the City Council of the City of Spring Lake Park, Minnesota, this ____ day of _____, 2019.

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator/Clerk

RESOLUTION NO. 19-33

A RESOLUTION AUTHORIZING PUBLICATION OF TITLE AND SUMMARY OF ORDINANCE 455, AN ORDINANCE AMENDING CHAPTER 52 OF THE SPRING LAKE PARK CITY CODE RELATING TO STORM AND SURFACE WATERS

WHEREAS, as authorized by Minnesota Statutes, Section 412.191, subd. 4, the City Council has determined that publication of the title and summary of Ordinance 455 will clearly inform the public of the intent and effect of the Ordinance; and

WHEREAS, a printed copy of the Ordinance is available for inspection during regular office hours in the office of the City Clerk.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Spring Lake Park, Minnesota that the following summary of Ordinance No. 455 is approved for publication:

“On October 7, 2019, the Spring Lake Park City Council approved Ordinance No. 455, entitled ‘An Ordinance Amending Chapter 52 of the Spring Lake Park City Code Relating to Storm and Surface Waters.’

The following is a summary of Ordinance No. 455, a copy of which is available in its entirety for review during regular office hours at the City of Spring Lake Park, 1301 81st Avenue NE, Spring Lake Park, MN, or for review on the City’s website, www.slpmn.org.

The Ordinance renames Chapter 52 to ‘Storm and Surface Waters.’ The Ordinance requires watershed district review and approval of any local property-related activities regulated by said watershed district prior to issuance of a local permit or final subdivision approval. The Ordinance requires maintenance plans to be submitted for all new stormwater best management practices (BMPs) and establishes a maintenance plan and an enforcement mechanism for the maintenance plan for existing BMPs. The Ordinance states that any land disturbance or land alterations that impact wetlands or public waters require watershed district review.”

The foregoing Resolution was moved for adoption by .

Upon Vote being taken thereon, the following voted in favor thereof:

And the following voted against the same:

Whereon the Mayor declared said Resolution duly passed and adopted the 7th day of October, 2019.

APPROVED BY:

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator

DRAFT PROCEEDINGS

Minutes of the Spring Lake Park Planning Commission regularly scheduled meeting held on September 23, 2019 at the Spring Lake Park Community Center, 1301 81st Avenue N.E., at 7:00 P.M.

1. Call to Order

Vice Chairperson Bernhagen called the meeting to order at 7:00 P.M.

2. Roll Call

Members Present: Commissioners Bernhagen, Julien, Eischens and Cobbs

Members Absent: Commissioners Hansen

Staff Present: Administrator Buchholtz and Executive Assistant Gooden

Visitors: Councilmember Dircks
Councilmember Delfs
Councilmember Goodboe-Bisschoff

3. Approval of Minutes – August 26, 2019

MOTION BY COMMISSIONER EISCHENS, SECONDED BY COMMISSIONER JULIEN, APPROVING THE MINUTES OF AUGUST 26, 2019. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

4. Public Hearing – Subdivision Ordinance Amendments

Administrator Buchholtz reported that the Commission would be reviewing two amendments to the City's subdivision code. He stated that the first amendment amends sections 152.015 and 152.017 of the Subdivision Ordinance. He stated that these amendments require the subdivider to submit the preliminary plat of his/her proposed subdivision to the applicable Watershed District for review and approval, stating that the final plat approval will be granted until evidence of the Watershed District approval is provided. He stated that in addition, the subdivider must provide a copy of the Watershed District approval to the city with the final plat application.

Administrator Buchholtz reported that this particular ordinance amendment is in response to comments the City received from the Watershed Districts after reviewing the City's Local Surface Water Management Plan.

Administrator Buchholtz reported that the second amendment creates an administrative subdivision process that allows a property owner to subdivide a parcel from one to two lots or to combine two lots into one lot. He stated that the resulting lots must comply with all the terms of the subdivision and zoning ordinances.

Administrator Buchholtz stated that the platting process is expensive and this process provides a less expensive way for these types of subdivisions and lot combinations to happen rather than through the formal process. He stated that while these are not frequent, these types of requests do come up from time to time. He stated that this ordinance will provide the City with the flexibility to address them as needed.

Administrator Buchholtz reported that the City Attorney has reviewed the Ordinance amendments and has approved them.

Commissioner Eischens inquired as to what Watershed District applicants would make application to. Administrator Buchholtz stated that it would depend on which District the applicant's property is located in. He stated it would be either the Coon Creek or the Rice Creek Watershed.

Vice Chairperson Bernhagen opened the public hearing at 7:03 PM.

Vice Chairperson Bernhagen asked for discussion from the floor. Hearing none, he closed the public hearing at 7:05 PM.

MOTION MADE BY COMMISSIONER EISCHENS, SECONDED BY COMMISSIONER COBBS TO RECOMMEND APPROVAL OF SUBDIVISION ORDINANCE AMENDMENTS. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

7. Other

Commissioner Eischens reminded the Commission and the residents that a vacancy exists on the Commission since Lisa Dircks was appointed the City Council.

8. Adjourn

MOTION BY COMMISSIONER JULIEN, SECONDED BY COMMISSIONER EISCHENS TO ADJOURN. VOICE VOTE: ALL AYES. MOTION CARRIED.

The meeting adjourned at 7:10 PM.



Memorandum

To: Mayor Nelson and Members of the City Council

From: Daniel R. Buchholtz, MMC, Administrator, Clerk/Treasurer

Date: October 2, 2019

Subject: Subdivision Ordinance Amendments

Attached are two amendments to the City's subdivision code. A public hearing has been scheduled to review the amendments prior to a recommendation to the City Council.

The first amendment amends sections 152.015 and 152.017 of the Subdivision Ordinance. These amendments require the subdivider to submit the preliminary plat of his/her proposed subdivision to the applicable Watershed District for review and approval, stating that final plat approval will not be granted until evidence of Watershed District approval is provided. In addition, the subdivider must provide a copy of the Watershed District approval to the City with their final plat application.

This particular ordinance amendment is in response to comments the City received from the Watershed Districts after reviewing the City's Local Surface Water Management Plan.

The second amendment creates an administrative subdivision process that allows a property owner to subdivide a parcel from one to two lots or to combine two lots into one lot. The resulting lots must comply with all of the terms of the subdivision and zoning ordinances.

The platting process is expensive and this process provides a less expensive way for these types of subdivisions and lot combinations to happen rather than through the formal platting process. While these aren't frequent, these types of requests do come up from time to time. This ordinance will provide the City with the flexibility to address them as needed.

Staff recommends approval of the draft ordinances. If you have any questions, please don't hesitate to contact me at 763-784-6491.

ORDINANCE NO. 456

AN ORDINANCE AMENDING CHAPTER 152 OF THE SPRING LAKE PARK CODE OF ORDINANCE RELATING TO SUBDIVISIONS

The City Council of the City of Spring Lake Park, Minnesota, ordains as follows:

Section 1. Section 152.015 of the Spring Lake Park Code of Ordinance shall hereby be amended as follows:

§ 152.015 PRELIMINARY PLAT; PROCEDURES.

(A) Prior to the preparation of a preliminary plat the subdivider should meet with the Zoning Administrator and the City Engineer regarding city plans for the thoroughfares, parks, utilities, and the like, in the area being subdivided.

(B) The subdivider shall have a preliminary plat prepared on the basis of the city plans, and of the design standards and data required by this chapter.

(C) The subdivider shall then submit to the Zoning Administrator ten copies of a preliminary plat of his/her proposed subdivision, the requirements of which are set forth in this chapter. They shall be filed at least 30 days prior to a regularly scheduled Planning Commission meeting and shall be accompanied by the fees set forth in the fee schedule, as may be amended from time to time. An electronic copy of the preliminary plat, in a format specified by the Zoning Administrator, shall also be submitted.

(D) The subdivider shall submit the preliminary plat of his/her proposed subdivision to the applicable Watershed District(s) for review and approval. Final plat approval will not be granted until evidence of Watershed District approval is provided.

~~(DE)~~ *Notice procedure.* Notice of the public hearing at which the Planning Commission will consider the preliminary plat shall be made by the Zoning Administrator pursuant to M.S. § 462.358, Subd. 3b, as it may be amended from time to time. The owner or subdivider shall also be notified as to the time and place of the public hearing. As required by M.S. § 505.03, as it may be amended from time to time, at least 30 days prior to taking final action on a preliminary plat, the proposed preliminary plat must be presented by the Administrative Officer to the Commissioner of Transportation for review if the plat includes or borders on a trunk highway or state rail bank property. Within five days after receiving a preliminary plat that includes or borders on an existing or proposed county road or state rail bank property, the Administrative Officer must submit it to the County Engineer for review. The Commissioner of Transportation and the County Engineer must report to the city within 30 days with any comments and recommendations they may have. No preliminary plat may be approved by the city until these comments and recommendations are received and considered. Within ten days after approval of the preliminary plat, notice must be sent to the Commissioner and the County Board explaining how their comments and recommendations have been met.

~~(EF)~~ *Public hearing.* At the public hearing set for consideration of the preliminary plat, the Planning Commission shall consider comments to the notice of plat and it shall also review the preliminary plat from the standpoint of environmental impact, compatibility with surrounding area, suitability of area for subdividing, public health and welfare, crowding potential, the compatibility with the city Comprehensive Plan and overall city planning.

(~~FG~~) Planning Commission action. At the conclusion of the public hearing set forth in the preceding division, the Planning Commission shall either recommend approval, conditional approval or denial of the preliminary plat. The Planning Commission may also table the preliminary plat for future consideration. The Planning Commission shall not recommend approval of a preliminary plat unless the presentation requirements set forth in § 152.016 have all been met. No lot on the preliminary plat shall be recommended for approval if, in the opinion of the Planning Commission, a lot does not have dedicated road access, or an adequate building site, meeting the requirements of all rules and regulations in this chapter and the code of the city. The action of the Planning Commission shall be stated in writing setting forth the conditions of approval, reasons for approval or the reasons for denial. The Planning Commission's recommendation shall then be submitted to the City Council.

(~~GH~~) *City Council action.* The City Council shall consider the Planning Commission's action, if the city has a Planning Commission, at their next regularly scheduled meeting, and shall either approve, approve with conditions, deny or table for future consideration the application. As required by M.S. § 462.358, Subd. 3b, as it may be amended from time to time, the Council must either approve or deny the application for a preliminary plat within 120 days after the application has been submitted, unless an extension of time has been agreed to in writing by the subdivider. The 120-day period does not begin to run until the application contains all of the information required by § 152.016. Failure to comply with the time limits for approval in M.S. § 462.358, Subd. 3b, as it may be amended from time to time, may result in automatic approval of a preliminary plat. The Council shall not approve a preliminary plat unless the presentation requirements set forth in § 152.016 have all been met. No lot on the preliminary plat shall be approved if, in the opinion of the Council, a lot does not have dedicated road access, an adequate building site, or sufficient area for an on-site individual sewage treatment system in areas where public services are not available, meeting the requirements of all rules and regulations in this chapter and the code of the city. The action of the Council shall be stated in writing, setting forth the conditions of approval, reasons for approval or the reasons for denial. Approval shall mean the acceptance of the design as a basis for preparation of the final plat, and the submission of such final plat for approval. Approval by the City Council of all engineering proposals presented in the preliminary plat which pertain to such things as water supply, sewage disposal, storm drainage, gas and electric service, road gradients and widths and the surface of roads is required prior to the approval of the final plat. The Council may, after notifying the subdivider, employ qualified persons to check and verify each proposal, the costs of such services shall be paid by the subdivider.

Section 2. Section 152.017 of the Spring Lake Park Code of Ordinance shall hereby be amended as follows:

§ 152.017 FINAL PLAT; PROCEDURES.

(A) The owner or subdivider shall file with the Zoning Administrator within one year of the date of approval of the preliminary plat the final plat which shall substantially conform to the preliminary plat as approved and all applicable city regulations and ordinances, state and federal rules, regulations and laws. Final plat approval shall not be granted to any plat which is not filed within the time herein specified, unless an extension is requested in writing and for good cause, granted by the City Council. The final plat shall be presented to the City Council at a scheduled meeting which is at least two weeks after the date of filing with the Zoning Administrator.

(B) The owner or subdivider shall submit the following:

(1) Ten copies of the final plat. This final plat shall incorporate all changes required by the Council. Otherwise it shall conform to the preliminary plan. The final plat may constitute only that portion of the preliminary plan which the subdivider proposes to record and develop at the time. Lots which have

received preliminary approval but are not included on the final plat must be considered as a new subdivision; ~~and~~

(2) An up-to-date certified abstract of title or registered property report and other evidence as the City Attorney may require showing title or control in the applicant; ~~and~~

(3) A copy of the permit approval from the applicable Watershed District(s). If a permit is not required by the Watershed District, the owner or subdivider shall provide written documentation from the applicable Watershed District(s) stating that no permit is required.

(C) The Zoning Administrator, City Engineer and City Attorney shall check the final plat to see that it is in substantial conformity with the preliminary plat as approved by the City Council ~~at~~ in that it meets all applicable city regulations and ordinances, state and federal rules, regulations and laws.

(D) *City Council action.* Final plat approval shall not be granted unless all presentation requirements of § 152.018 have been met and the plat conforms to all applicable city regulations and ordinances, state and federal rules, regulations and laws. The City Council shall approve, deny or table the final plat, and the Clerk shall notify the owner or subdivider of the Board's actions within 60 days of the submittal of the final plat, as required by M.S. § 462.358, Subd. 3b, as it may be amended from time to time, unless an extension of time has been agreed to in writing by the subdivider. Failure to meet the time limit requirements of M.S. § 462.358, Subd. 3b, as it may be amended from time to time, may result in automatic approval of the final plat. The final plat, if approved, shall then be recorded with the County Recorder by the subdivider, at the subdivider's expense and proof of recording shall be provided to the Zoning Administrator. If any irregularity prevents recording of the final plat, the County ~~Recorder~~ Auditor shall notify the owner or subdivider. Any approval of the final plat by the Council shall be null and void if the plat is not recorded with the County Recorder within 90 days after the date of approval unless application for an extension of time is made, in writing, during said 90-day period, to the City Council and for good cause granted by the Council

Section 3. This Ordinance shall have full force and effect upon its passage and publication.

Passed by the City Council of the City of Spring Lake Park, Minnesota, this ____ day of October 2019.

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator/Clerk

RESOLUTION NO. 19-34

A RESOLUTION AUTHORIZING PUBLICATION OF TITLE AND SUMMARY OF ORDINANCE 456, AN ORDINANCE AMENDING CHAPTER 152 OF THE SPRING LAKE PARK CITY CODE RELATING TO SUBDIVISIONS

WHEREAS, as authorized by Minnesota Statutes, Section 412.191, subd. 4, the City Council has determined that publication of the title and summary of Ordinance 456 will clearly inform the public of the intent and effect of the Ordinance; and

WHEREAS, a printed copy of the Ordinance is available for inspection during regular office hours in the office of the City Clerk.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Spring Lake Park, Minnesota that the following summary of Ordinance No. 456 is approved for publication:

“On October 7, 2019, the Spring Lake Park City Council approved Ordinance No. 456, entitled ‘An Ordinance Amending Chapter 152 of the Spring Lake Park Code of Ordinance Relating to Subdivisions.’

The following is a summary of Ordinance No. 456, a copy of which is available in its entirety for review during regular office hours at the City of Spring Lake Park, 1301 81st Avenue NE, Spring Lake Park, MN, or for review on the City’s website, www.slpmn.org.

The Ordinance requires the subdivider to submit preliminary plat to the applicable Watershed District for review and approval. The Ordinance states that a copy of the permit approval is required to be submitted with the final plat application. The Ordinance clarifies the subdivider’s responsibilities upon City Council approval.”

The foregoing Resolution was moved for adoption by .

Upon Vote being taken thereon, the following voted in favor thereof:

And the following voted against the same:

Whereon the Mayor declared said Resolution duly passed and adopted the 7th day of October, 2019.

APPROVED BY:

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator

ORDINANCE NO. 457

AN ORDINANCE AMENDING CHAPTER 152 OF THE SPRING LAKE PARK CITY CODE RELATING TO SUBDIVISIONS

The City Council of the City of Spring Lake Park, Minnesota, ordains as follows:

Section 1. Chapter 152.005 of the Spring Lake Park City Code shall be amended as follows

SUBDIVISION, ADMINISTRATIVE. A subdivision which results in two (2) or fewer parcels, tracts or lots from one (1) or two (2) existing parcels, tracts or lots.

Section 2. Chapter 152 of the Spring Lake Park City Code shall be amended to add the following sections.

Section 1. ADMINISTRATIVE SUBDIVISIONS; QUALIFICATION

The following shall be considered an administrative subdivision:

- (A) *Lot Boundary Line Adjustment.* Divisions of land where the division is to permit the adding of a parcel of land to an abutting lot or the combination of recorded lots to form no more than two (2) lots. Newly created lots shall conform to the design and performance standards of Chapter 152 and Chapter 153 of the City Code.
- (B) *Lot Split.* The simple division of a single parcel, tract or lot to create no more than two (2) lots and the newly created property line will not cause the remaining portion of the lot or any structure to be in violation with Chapter 152 and Chapter 153 of the City Code.
- (C) *Base Lot Subdivision.* In the case of a request to divide a base lot upon which a two-family dwelling or a townhouse, which is part of a recorded plat where the division is to permit individual private ownership of a single dwelling unit within such a structure and the newly created property lines will not cause any of the unit lots or the structure to be in violation of Chapter 152 and Chapter 153 of the City Code.

Section 2. INFORMATION REQUIRED FOR ADMINISTRATIVE SUBDIVISIONS

Whenever any subdivision or land as outlined in Section 1 is proposed, the owner or subdivider shall file an application and secure approval of an administrative subdivision. The Zoning Administrator retains full discretion to mandate that any such application proceed as a formal subdivision application.

The administrative subdivision application shall be considered to be officially filed when the Zoning Administrator has received the application and has determined that the application is complete. The administrative subdivision application will not be deemed complete without evidence of permit approval from the applicable watershed district(s). Administrative subdivisions shall consist of maps and accompanying written documents. The subdivider shall submit one (1) large scale copy, five (5) reduced scale copies (11 inches by 17 inches) and one digital copy in a format accepted by the City with a resolution of 300dpi or greater to include the following information:

- (A) Certificate of survey prepared by a licensed land surveyor, identifying the following:
 - (1) Scale (engineering only) one (1) inch equals one hundred (100) feet.

- (2) Name and address, including telephone number, of legal owner and/or agent of property.
- (3) North point indication
- (4) Existing boundaries of parcel to be platted with dimensions and area and proposed new property lines with dimensions noted.
- (5) Existing legal description/proposed legal description of new lots.
- (6) Easements of record.
- (7) Delineated wetland boundary, to include the ordinary high water level (OHWL) of any lakes or Department of Natural Resources (DNR) waters, 100 year flood elevations.
- (8) All encroachments, easements or rights-of-way encumbering the property.
- (9) Existing buildings, structures and improvements within the parcel to be platted and those one hundred (100) feet outside the boundaries of the subject parcel.
- (10) Locations, widths and names of all public streets or rights-of-way showing type, width and condition of the improvements, if any, which pass through and/or are within one hundred (100) feet.
- (11) Proposed driveway locations and locations of existing driveways on the same side of the road and any applicable driveway maintenance agreements.
- (12) Location of any existing abandoned wells, drainageways, waterways, water courses, lakes and wetlands.

Section 3. FILING AND REVIEW OF APPLICATION

- (A) The owner or subdivider shall file an administrative subdivision application with all required information and accompanying fee and escrow, as set forth in the City's fee schedule.
- (B) Upon receipt of an application, the Zoning Administrator shall refer copies of the complete administrative subdivision application to City staff and consultants for review and the preparation of a report.
- (C) The Zoning Administrator shall have the authority to request additional information pertinent to the administrative subdivision. Failure to provide the necessary supportive information may be grounds for denial of the request.
- (D) *Decision.* The Zoning Administrator shall reach a decision on the requested administrative subdivision within one hundred twenty (120) days of complete application, unless the applicant agrees to an extension of the review period.
 - (1) The Zoning Administrator may approve the administrative subdivision with conditions that must be met to insure the administrative subdivision is compliant with the regulations set forth in Chapters 152 and 153 of the City Code, as may be amended, and other applicable requirements.
 - (2) The Zoning Administrator shall prepare findings and deny a subdivision if the administrative subdivision fails to comply with regulations of Chapter 152 and Chapter 153 of the City Code, as may be amended, or other applicable requirements
- (E) *Decision Appeal.* The owner or subdivider may appeal an administrative subdivision denial to the City Council. The appeal must be filed within 30 days following the decision of the Zoning Administrator.

Section 4. RECORDING

If the administrative subdivision is approved by the Zoning Administrator, the administrative subdivision shall then be recorded with the County Recorder by the subdivider at the subdivider's expense and proof of recording shall be provided to the Zoning Administrator. If any irregularity prevents recording of the administrative subdivision, the County Recorder shall notify the owner or subdivider. The administrative subdivision shall be null and void if it is not recorded with the County Recorder within 90 days after the date of approval.

Section 3. Effective Date. This Ordinance shall have full force and effect upon its passage and publication.

Passed by the City Council of the City of Spring Lake Park, Minnesota, this _____ day of _____, 2019.

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator/Clerk

RESOLUTION NO. 19-35

A RESOLUTION AUTHORIZING PUBLICATION OF TITLE AND SUMMARY OF ORDINANCE 457, AN ORDINANCE AMENDING CHAPTER 152 OF THE SPRING LAKE PARK CITY CODE RELATING TO SUBDIVISIONS

WHEREAS, as authorized by Minnesota Statutes, Section 412.191, subd. 4, the City Council has determined that publication of the title and summary of Ordinance 457 will clearly inform the public of the intent and effect of the Ordinance; and

WHEREAS, a printed copy of the Ordinance is available for inspection during regular office hours in the office of the City Clerk.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Spring Lake Park, Minnesota that the following summary of Ordinance No. 457 is approved for publication:

“On October 7, 2019, the Spring Lake Park City Council approved Ordinance No. 457, entitled ‘An Ordinance Amending Chapter 152 of the Spring Lake Park Code of Ordinance Relating to Subdivisions.’

The following is a summary of Ordinance No. 457, a copy of which is available in its entirety for review during regular office hours at the City of Spring Lake Park, 1301 81st Avenue NE, Spring Lake Park, MN, or for review on the City’s website, www.slpmn.org.

The Ordinance creates a definition for an administrative subdivision and provides for qualifications and procedures relating to administrative subdivisions.”

The foregoing Resolution was moved for adoption by .

Upon Vote being taken thereon, the following voted in favor thereof:

And the following voted against the same:

Whereon the Mayor declared said Resolution duly passed and adopted the 7th day of October, 2019.

APPROVED BY:

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator

Memorandum

To: Mayor Nelson and Members of the City Council
From: Daniel R. Buchholtz, MMC, Administrator, Clerk/Treasurer
Date: September 30, 2019
Subject: Monte's Site Plan Review

Monte's Sports Bar, 8299 University Avenue NE, has submitted an application for site plan review for an 8 foot by 20 foot storage and cooler/freezer unit. Staff discovered this after a portion of the structure was constructed without a building permit. Last week, Mayor Nelson and I met with the owner of Monte's, Dan Freih, to discuss the zoning requirement of a site plan review. Application was made on Monday, September 30.

Section 153.060 of the City's zoning code states that all building and site improvements in the C-1, C-2, C-3 and I-1 zoning districts require site plan review by the City Council. The application was forwarded to City Planner Phil Carlson for his review and comment.

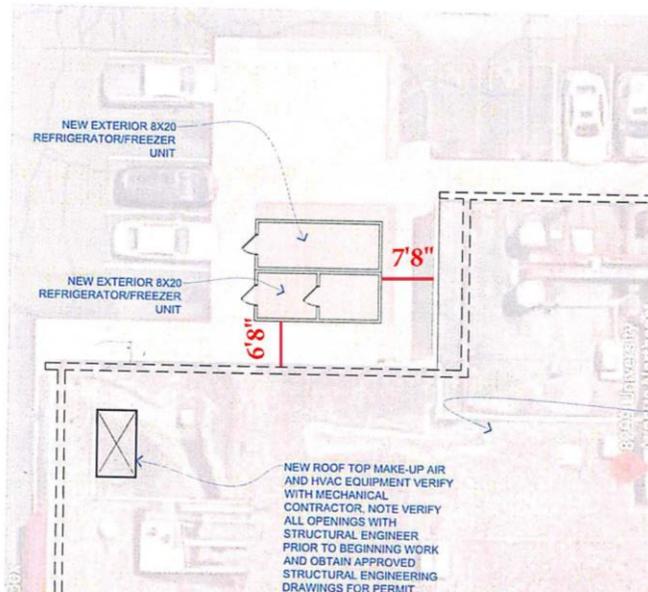
Monte's Sports Bar is zoned C-2, Neighborhood & Service Center Commercial. Restaurants, night clubs and the like are permitted uses in the C-2 zoning district. The proposed storage and cooler/freezer unit is an accessory building. Accessory uses customarily incidental to the permitted or conditional uses allowed in the district are allowed.

History

There used to be a 20 foot by 20 foot walk-in freezer/cooler near this location. According to the minutes of the March 1, 2010 City Council meeting (see attached), the cooler was located 8 feet away from the building and consisted of a stucco/textured finish to match the principal building exterior. The walk-in cooler/freezer was constructed to support the operations of the Pizza Box business that was located in the area. At some point prior to 2014, the walk-in cooler/freezer was removed from the site. The grandfathering of the site plan approval has since expired.



Site Plan Application



Section 153.061 establishes setbacks for accessory buildings requires a detached accessory building to not be closer than 8 feet to the principal building. As you can see in the diagram to the left, the proposed location does not meet this setback.

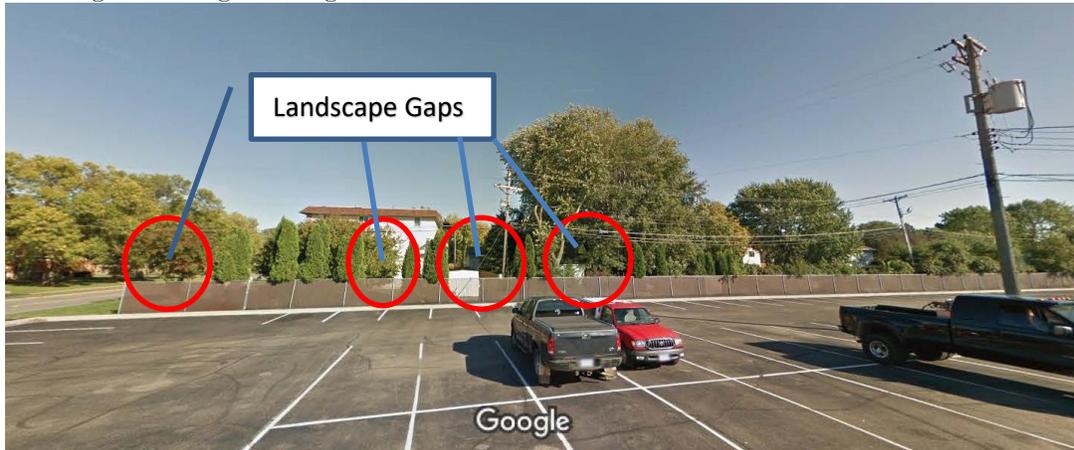
The Code further states that a detached accessory building may not be more than 18 feet in height or the height of the principal structure, whichever is less. The proposed structure meets this standard. The Code limits accessory structures to be lesser of 40% of the lot size or 1,200 square feet. The proposed structure meets this standard as well. The proposed structure also

complies with the City's C-2 setback requirements.

Section 153.100(B)(10) deals with visual aesthetics. The proposed structure is to be sided with cedar siding. The proposed building is not a very attractive building and is plain and industrial in appearance. While wood siding is not specifically mentioned as a prohibited material, it is not in keeping with the stone, brick and stucco exterior of the principal building. As mentioned previously, the walk-in cooler built in 2010 was sided with stucco. Staff recommends requiring that the materials be upgraded to match some element of the existing building and that an architectural element be added to give it some visual design connection to the rest of the site. As an alternative, the proposed storage and cooler/freezer unit could be screened from the north and east sides.

The City Council may also wish to use this application to bring property screening requirements up to City Code standards. Section 153.064(I) of the Zoning Code addresses buffer yards to residential areas. The existing east side of the site has a chain link fence with slats and some tall arborvitae trees, although there are gaps in the landscaping. The Council should consider requiring the applicant to upgrade the buffer to conform with City standards.

Existing screening – facing east

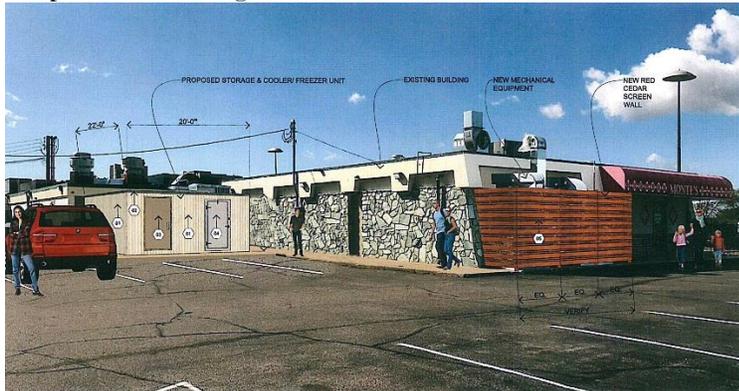


The HVAC plan submitted to MNSPECT showed the HVAC unit to be constructed on the east side of the building. Upon construction, the HVAC unit was set on the sidewalk adjacent to the north side of the building, visible from University Avenue. The applicant has proposed screening the unit with a cedar fence. Staff is concerned that the unit, along with the proposed screening, will encroach in the required clearance between the proposed fence and the end of the handrail for the existing ramp on the north side of the building. The building code and the fire code requires a landing length to be more than 48 inches in the direction of travel for a ramp that is not part of an accessible route.

Existing condition



Proposed screening.



Recommendation

Staff recommends approval of the site plan review with the following conditions:

1. Applicant shall move the storage and cooler/freezer unit to a location that complies with the 8 foot setback requirement between detached accessory structures and principal structures as set forth by Section 153.061 of the Zoning Code.
2. Applicant shall use siding materials on the accessory structure that are consistent with the brick, stone and stucco used in the existing structure and add an architectural element to provide a visual design connection between the accessory building and the rest of the site.
3. Applicant shall screen HVAC units with a fence constructed in compliance with City Code and protect said fencing with bollards. Applicant shall ensure that there is a 48 inch clearance from the end of the handrail to the fencing, pursuant to the State Building Code and State Fire Code (Chapter 10, Section 1010). *[The City Council could also require the HVAC units to be relocated to comply with the original mechanical plan submitted by the applicant to MNSPECT.]*
4. Applicant shall bring the screening on the east side of the property into conformance with Section 153.064(I) of the Zoning Code.

If you have any questions regarding the site plan approval, please don't hesitate to contact me at 763-784-6491.



City of Spring Lake Park
 1301 81st Avenue NE
 Spring Lake Park, MN 55432
 763-784-6491 (p) 763-792-7257 (f)
info@slpmn.org

For Office Use Only	
Case Number:	
Fee Paid:	
Received by:	
Date Filed:	
Date Complete:	
Base Fee:	Escrow:

DEVELOPMENT APPLICATION

TYPE OF APPLICATION (Check All That Apply)		
<input type="checkbox"/> Appeal <input type="checkbox"/> Comprehensive Plan Amendment <input type="checkbox"/> Ordinance Amendment (Text) <input type="checkbox"/> Rezoning <input type="checkbox"/> Planned Unit Development	<input checked="" type="checkbox"/> Site Plan/Building Plan Review <input type="checkbox"/> Conceptual Plan Review <input type="checkbox"/> Conditional Use Permit <input type="checkbox"/> Variance <input type="checkbox"/> Street or Easement Vacation	<input type="checkbox"/> Minor Subdivision <input type="checkbox"/> Lot Combination <input type="checkbox"/> Preliminary Plat <input type="checkbox"/> Final Plat <input type="checkbox"/> Other _____
PROPERTY INFORMATION		
Street Address: <i>8299 University Ave NE</i>		
Property Identification Number (PIN#):		Current Zoning:
Legal Description (Attach if necessary):		
APPLICANT INFORMATION		
Name: <i>Dan Fröh</i>		Business Name:
Address: <i>26649 Fremont Dr.</i>		
City: <i> Zimmerman</i>	State: <i>MN</i>	Zip Code: <i>55398</i>
Telephone: <i>612-290-5163</i>	Fax:	E-mail: <i>Dan@fröh.com</i>
Contact: <i>Dan Fröh</i>	Title: <i>president</i>	
OWNER INFORMATION (if different from applicant)		
Name:		Business Name:
Address:		
City	State:	Zip Code:
Telephone:	Fax:	E-mail:
Contact:	Title:	
DESCRIPTION OF REQUEST (attach additional information if needed)		
Existing Use of Property: <i>Bar/ Restaurant</i>		
Nature of Proposed Use: <i>same</i>		
Reason(s) to Approve Request: <i>Adding kitchen and outdoor cooler/storage shed</i>		
PREVIOUS APPLICATIONS PERTAINING TO THE SUBJECT SITE		
Project Name:		Date of Application:
Nature of Request:		
NOTE: Applications only accepted with ALL required support documents. See City Code		

APPLICATION FEES AND EXPENSES:

The City of Spring Lake Park requires all applicants to reimburse the City for any and all costs incurred by the City to review and act upon applications.

The application fee includes administrative costs which are necessary to process the application. The escrow fee will include all charges for staff time by the City Planner, City Engineer, City Attorney, and/or any other consultants as needed to process the application.

Minnesota Statute § 471.462 requires all cities to provide, upon request, a nonbinding estimate of consulting fees in connection with applications for permits, licenses, or other approvals relating to real estate development or construction. If the applicant requests the estimate, the application shall not be deemed complete until the City has (1) provided an estimate to the applicant; (2) received the required application fees, as specified by the City; (3) received a signed acceptance of the fee estimate from the applicant; and (4) received a signed statement that the applicant has not relied on the estimate of fees in its decision to proceed with the final application from the applicant.

The City will track all consultant costs associated with the application. If these costs are projected to exceed the money initially deposited to your escrow account, you will be notified in the manner that you have identified below that additional monies are required in order for your application process to continue. If you choose to terminate the application (notice must be in writing), you will be responsible for all costs incurred to that point. If you choose to continue the process you will be billed for the additional monies and an explanation of expenses will be furnished. Remittance of these additional fees will be due within thirty (30) days from the date the invoice is mailed. If payment is not received as required by this agreement, the City may approve a special assessment for which the property owner specifically agrees to be to be assessed for 100 percent per annum and waives any and all appeals under Minnesota Statutes Section 429.081 as amended. **All fees and expenses are due whether the application is approved or denied.**

With my signature below, I hereby acknowledge that I have read this agreement in its entirety and understand the terms herein. **I agree to pay to the City all costs incurred during the review process as set forth in this Agreement.** This includes any and all expenses that exceed the initial Escrow Deposit to be paid within 30 days of billing notification. I further understand that the application process will be terminated if payment is not made and application may be denied for failure to reimburse City for costs. I further understand that the City may approve a special assessment against my property for any unpaid escrows and that I specifically waive any and all appeals under Minnesota Statutes 429.081, as amended.

I wish to be notified of additional costs in the following manner (select one):

E-mail Daniel Frick @ yahoo.com Fax _____ USPS – Certified Mail

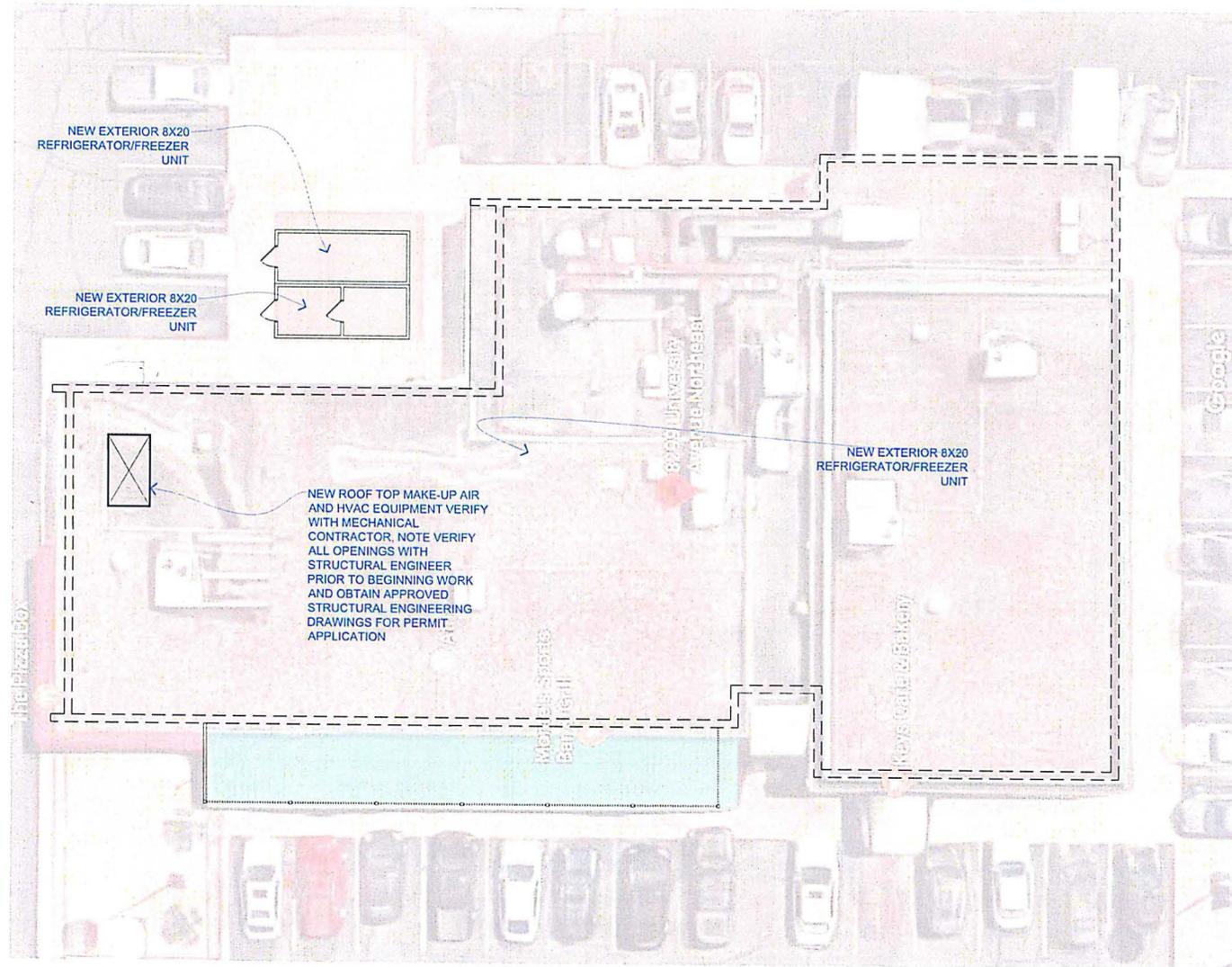
I, the undersigned, hereby apply for the considerations described above and declare that the information and materials submitted in support of this application are in compliance with adopted City policy and ordinance requirements are complete to the best of my knowledge.

I acknowledge that I have read the statement entitled "Application Fees and Expenses" as listed above.

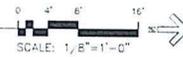
I understand that this application will be processed in accordance with established City review procedures and Minnesota Statutes Section 15.99 as amended, at such time as it is determined to be complete. Pursuant to Minnesota Statutes Section 15.99, the City will notify the applicant within fifteen (15) business days from the filing date of any incomplete or other information necessary to complete the application, including all four requirements of Minnesota Statute § 471.462, should I request a written estimate of consultant fees. Failure on my part to supply all necessary information as requested by the City may be cause for denying this application.

Applicant: Daniel R. Frick Date: 9-26-19
Owner: Daniel R. Frick Date: 9-26-19

NOTE: Applications only accepted with ALL required support documents.
See City Code



1 PROPOSED ROOF EQUIPMENT PLAN



NVIZEON
 ENVISION THE POSSIBILITIES
 WWW.NVIZEON.COM
 16525 ELM CIRCLE
 WINNETONKA, MINNESOTA 55394
 PHONE: (612) 276-2124

Certification:
 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 Architect under the laws of the State of Minnesota.

Signed:

License #:

Date: June 6th, 2019

Commission: 2019-010

Drawn By: PJR

Checked By: PJR

Revision:

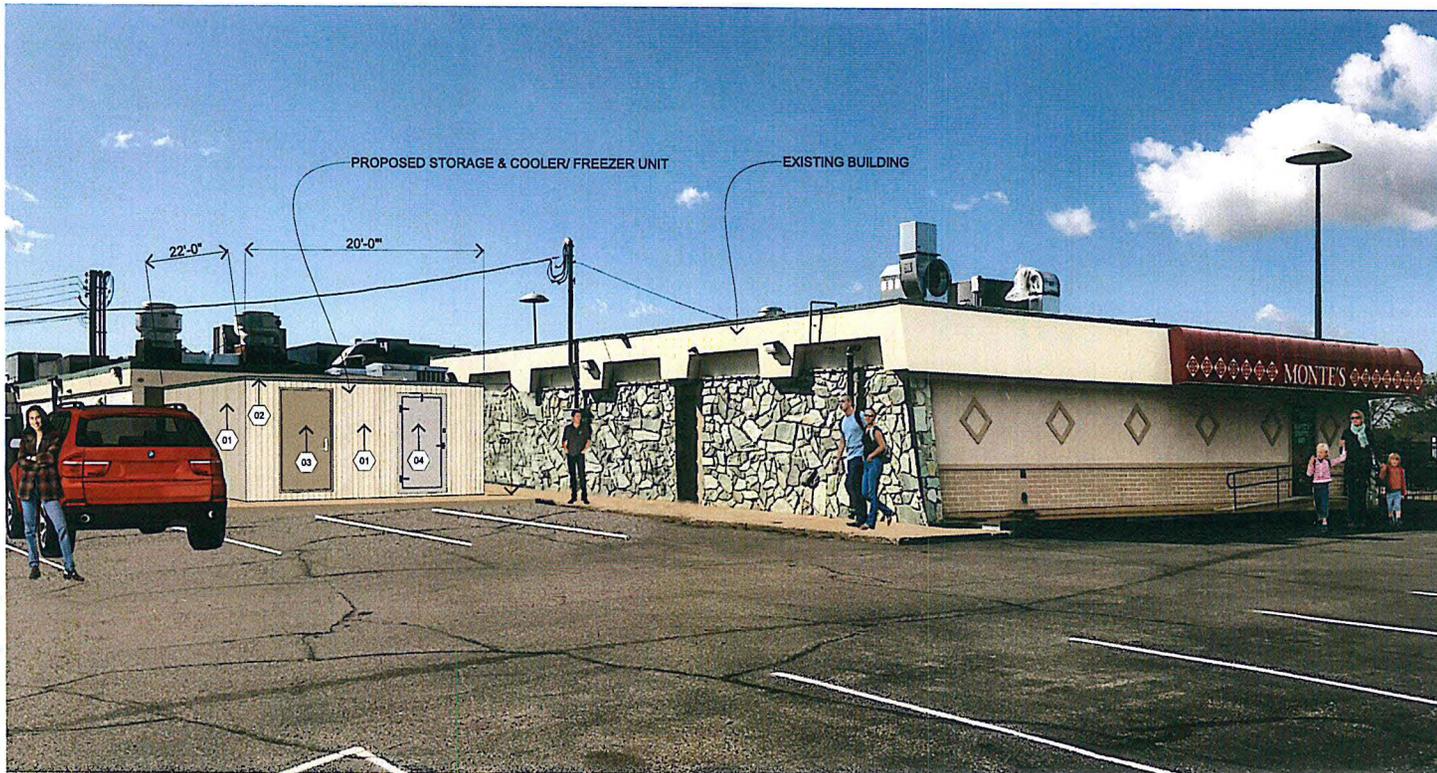
Date:

Interior Remodel
Monte's Sports Bar
 8299 University Ave NE,
 Spring Lake Park, MN 55432

Sheet Title
**PROPOSED
 ROOF EQUIPMENT PLAN**

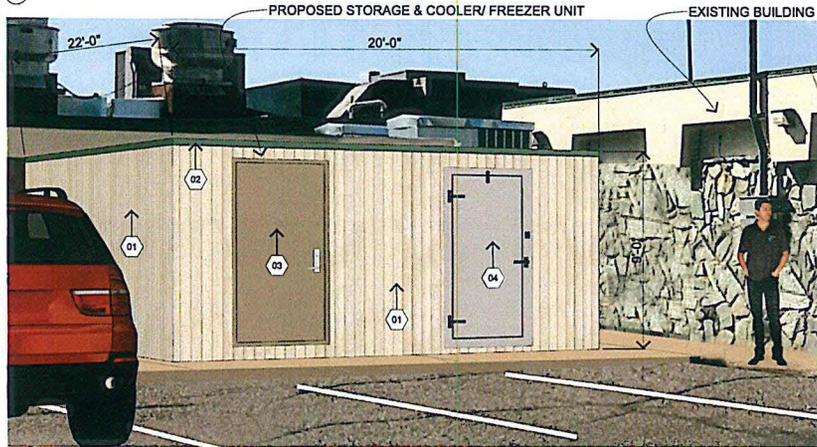
Sheet Number:
A3.2
 ©2019 NVIZEON, INC.

NOT FOR CONSTRUCTION



1 VIEW OF PROPOSED STORAGE UNIT AND COOLER/FREEZER

NOT TO SCALE



2 ENLARGED VIEW OF PROPOSED STORAGE UNIT AND COOLER/FREEZER

NOT TO SCALE

KEYNOTES:

1. FURNISH AND INSTALL NEW TAG CEDAR SIDING, PAINT TO MATCH EXISTING BUILDING STUCCO FINISH.
2. FURNISH AND INSTALL NEW PREFINISHED METAL WALL CAP AND FLASHING, COLOR TO MATCH EXISTING BUILDING PREFINISHED METAL.
3. FURNISH AND INSTALL NEW INSULATED SHIPPING CONTAINER STORAGE UNIT AND INSTALL NEW 7'-0" X 7'-0" INSULATED HOLLOW METAL DOOR AND FRAME WITH STORAGE LOCKSET AND DEADBOLT. STORAGE UNIT WILL BE ENCLOSED WITH NEW WOOD FRAMED WALL AND SIDING.
4. FURNISH AND INSTALL NEW COMBINATION WALK-IN COOLER AND FREEZER WITH INSULATED WALL, CEILING, AND FLOOR PANELS. UNIT WILL BE ENCLOSED WITH NEW WOOD FRAMED WALLS AND SIDING. KEEP EXISTING FREEZER DOOR UNIT EXPOSED.

NVIZEON

ENVISION THE POSSIBILITIES
 W W W . N V I Z E O N . C O M
 1 8 2 2 5 E L W C I R C L E
 MINNETONKA, MN 55314 25345
 P H O N E : (6 1 2) 2 7 3 - 2 1 8 5

Certification:
 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 Architect under the laws of the State of Minnesota.

Signed: *[Signature]*

License #: MN Arch License # 41370

Date: July 20th, 2019

Commissioner: 2019-010

Drawn By: P.J.F.

Checked By: P.J.F.

Revision: #

Date: 1 09/29/2019

Interior Remodel
Monte's Sports Bar
 8299 University Ave NE,
 Spring Lake Park, MN 55432

Sheet Title:
 EXTERIOR VIEWS SHOWING
 PROPOSED STORAGE &
 COOLER/FREEZER UNITS

Sheet Number: **A6.1**
 ©2019 NVIZEON, INC.

ISSUED FOR PERMIT



KEYNOTES:

1. FURNISH AND INSTALL NEW TAG CEDAR SIDING, PAINT TO MATCH EXISTING BUILDING STUCCO FINISH.
2. FURNISH AND INSTALL NEW PRE-FINISHED METAL WALL CAP AND FLASHING, COLOR TO MATCH EXISTING BUILDING PRE-FINISHED METAL.
3. FURNISH AND INSTALL NEW INSULATED SHIPPING CONTAINER STORAGE UNIT AND INSTALL NEW 7'-0" X 7'-0" INSULATED HOLLOW METAL DOOR AND FRAME WITH STORAGE LOCKSET AND DEADBOLT. STORAGE UNIT WILL BE ENCLOSED WITH NEW WOOD FRAMED WALL AND SIDING.
4. FURNISH AND INSTALL NEW COMBINATION WALK-IN COOLER AND FREEZER WITH INSULATED WALL, CEILING, AND FLOOR PANELS. UNIT WILL BE ENCLOSED WITH NEW WOOD FRAMED WALLS AND SIDING, KEEP EXISTING FREEZER DOOR UNIT EXPOSED.
5. FURNISH AND INSTALL NEW 9'-0" HIGH STAINED RED CEDAR MECHANICAL EQUIPMENT SCREEN WALL WITH 4X4 CEDAR POSTS SET IN FROST FOOTINGS, AND REMOVABLE FENCE PANELS OF 2X4 CEDAR FRAMES WITH ALTERNATING PATTERN OF 3/4" X 1/2" AND 3/4" X 1 1/2" STAINED CEDAR HORIZONTALS. EACH PANEL SHALL BE REMOVABLE FOR ACCESS TO SERVICE THE MECHANICAL EQUIPMENT. HORIZONTALS TO BE HELD UP FROM GROUND LEVEL BY 1/4" TO ALLOW FOR SITE DRAINAGE, AND PREVENT THE WOOD FROM ROTTING.
6. 4X4 RED CEDAR POSTS (60% - 4) SET IN 12" DIA. X 42" DEEP FROST FOOTING. USE SIMPSON POST BRACKET SET IN CONCRETE TO MOUNT CEDAR POST TO FOOTING.
7. 3/4" X 1 1/2" STAINED RED CEDAR HORIZONTAL BOARDS (ALLOW 3/4" SPACING BETWEEN BOARDS)
8. 3/4" X 1 1/2" STAINED RED CEDAR HORIZONTAL BOARDS (ALLOW 3/4" SPACING BETWEEN BOARDS)

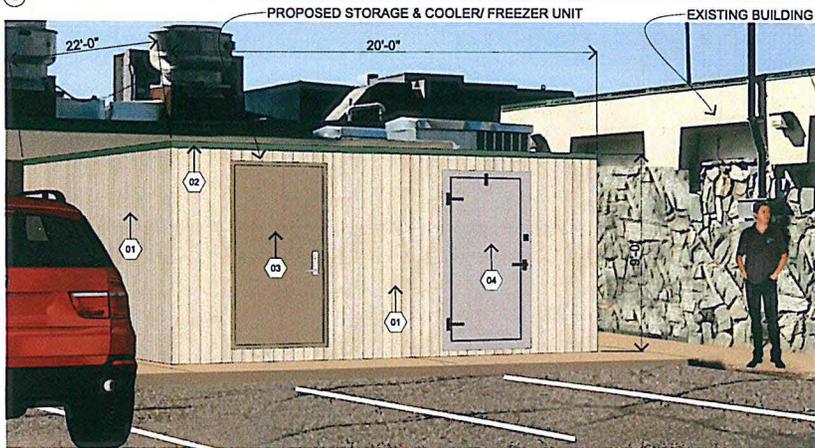
NVIZEON
ENVISION THE POSSIBILITIES
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M I N N E S O T A , M I N N E S O T A 5 5 4 5
P H O N E : (6 1 2) 2 7 5 - 2 1 8 8

Certification:
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 Architect under the laws of the State of Minnesota.

Signed:

License #: MN Arch License # 41379
Date: July 8th, 2019
Commissioner: 2019-010
Drawn By: PJS
Checked By: PJS
Revision: #
Date: 09/29/2019

1 VIEW OF PROPOSED STORAGE UNIT AND COOLER/FREEZER



2 ENLARGED VIEW OF PROPOSED STORAGE UNIT AND COOLER/FREEZER



3 ENLARGED VIEW OF PROPOSED MECH. EQUIP., SCREEN WALL

Interior Remodel
Monte's Sports Bar
8299 University Ave NE.
Spring Lake Park, MN 55432

Sheet Title:
EXTERIOR VIEWS SHOWING PROPOSED STORAGE UNIT & MECH. EQUIP., SCREEN WALL

Sheet Number: **A6.1**
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ISSUED FOR PERMIT



September 30, 2019

Daniel Buchholtz
City Administrator
Spring Lake Park, MN. 55432

Douglas M. Ebeltoft
Director of Public Safety/Chief of Police
Spring Lake Park Police Department

Re: Site Plan Review- 8299 University Ave NE

Reviewing the submitted application and supporting records, I found that there was a site plan review completed on March 1, 2010 per the council minutes, with concerns from Police Chief David Toth as part of this review and safety concerns regarding the location of the proposed refrigeration units, obstructed view of patrons and police officers when at this location, along with lighting concerns. A discussion was held regarding possible fences to be installed. There was concerns of the way the units were designed and it being a possible location to hide or conduct other illegal or suspicious activity. The council after further discussion elected to pass the previous site review with stipulations.

Upon reviewing the current Site Plan and visiting the above location, I noted that the items in question (outdoor coolers, ventilation system) are currently in place. I made the below observations;

- 1) It appears that there is ample lighting to keep the area in question for safety concerns well lit. (Unknown if the existing lights are in working order)
- 2) It appears that there are video camera's covering the same areas of concerns. (Unknown if the existing cameras are in working order)
- 3) Above stated area due to confined space is a concern for safety of patrons and law enforcement, EMS and Fire. This design allows for people to hide and be undetectable upon approach of patron's and law enforcement.
- 4) Cooler/Storage Building doors are exposed to the general public on the north side. Coolers/Storage Building appear to have the capability of being locked, but will still present a possible risk of tampering with and/or theft.
- 5) No fencing was erected around the coolers for added security. (Not required if no incidents occurred during "Trial Period" from last review).(Checked past three years of calls to location and found no calls regarding cooler).
- 6) Unknown if walk ways between and around the cooler area's meet ADA requirements.

If all the above observations are in working order and meet the required local, state and federal standards. I have no other concerns at this time.



October 1, 2019
File: 193801776

Dan Buchholtz, City Administrator
City of Spring Lake Park
1301 81st Avenue NE
Spring Lake Park, MN 55432

**Reference: Signing Plan for 81st Avenue
Authorize Preparation of Plans and Obtaining Quotes**

Dear Dan,

As you know, the City can request a change in state Aid designation for a portion of 81st Avenue and a portion of the University Ave. Service Drive on January 2, 2020. When this request is submitted the city can begin the process of prohibiting truck traffic on 81st Avenue between TH 47 and Terrace Road.

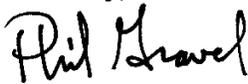
We would like to begin the process of preparing a formal Signing Plan. The Signing Plan will show where signing will be located and what signing will be installed. The signing design will be completed per MMUTCD standards and MnDOT requirements (sample signs shown below). Preparing the plan, getting approvals, and getting quotes will take a few months.

At this time, we request authorization to prepare the 81st Avenue Signing Plan and obtain installation quotes. The estimated cost to prepare the plan and obtain quotes is \$12,000.

Feel free to contact Jeff Preston or me if you have any questions regarding this matter. A tentative schedule for the 81st Avenue process could include:

Begin Preparation of Signing Plan	October 2019
Request State Aid Modifications	January 2020
State Aid Approvals	February 2020
Install Signing	March 2020



Sincerely,

Phil Gravel
City Engineer



October 1, 2019

Honorable Mayor and City Council
City of Spring Lake Park
1301 Eighty-First Avenue NE
Spring Lake Park, MN 55432-2188

**Re: Garfield Pond Improvement Project
Authorize Plans and Authorize Bidding**
Project No. 193804750

Dear Mayor and Council:

Construction Plans and Specifications have been prepared for the stormwater management project at the Garfield Pond on 81st Avenue (copy attached). The proposed project includes expanding and partially dredging the pond, construction of an infiltration shelf along 81st Avenue (between the sidewalk and the pond), and a large diameter storm pipe between the pond and Spring Lake. The proposed improvements are consistent with a cost share agreement with the Rice Creek Watershed District (RCWD).

The proposed improvements were presented at a neighborhood meeting on September 23rd.

The current project schedule includes the following:

- Council Approve Plans October 7, 2019
- Receive Permits +/- October 11, 2019
- Receive Bids October 29th or November 12th
- Council Consider Bids November 4th or November 18th
- Construction November 2019 through June 2020

The current estimated construction cost is \$460,000 (up +/- 5% since the grant application estimate).

At this time, we request that the council formally **Approve the Plans and Specifications and Authorize Advertisement for Bids**. We also recommend that you formally **Order the Improvements**.

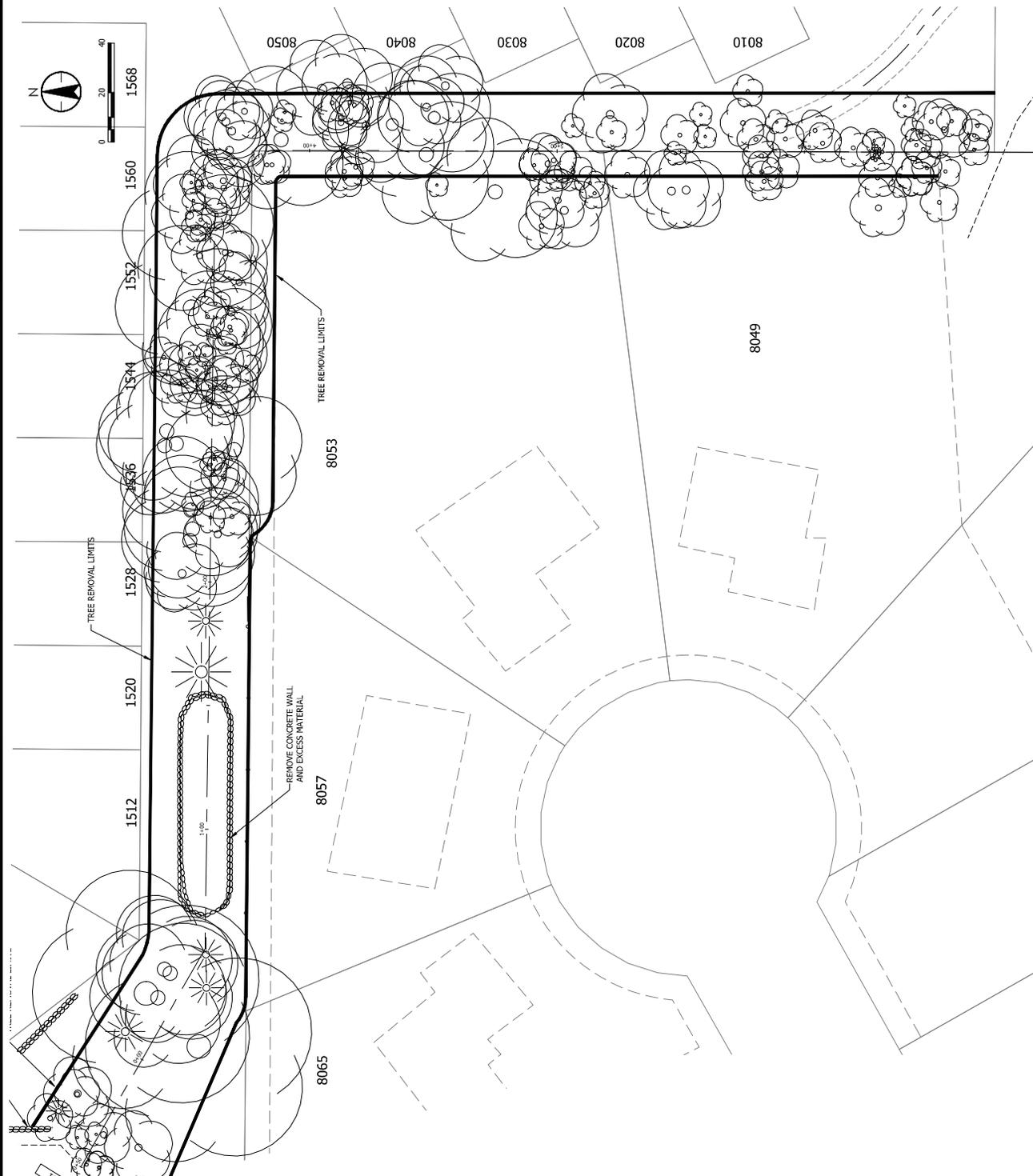
Please feel free to contact Peter Allan or me if you have any questions or need any additional information.

Sincerely,
STANTEC

A handwritten signature in black ink that reads "Phil Gravel".

Phil Gravel

cc: Terry Randall, Public Works Director
Dan Buchholtz, City Administrator

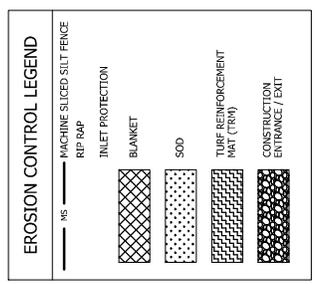
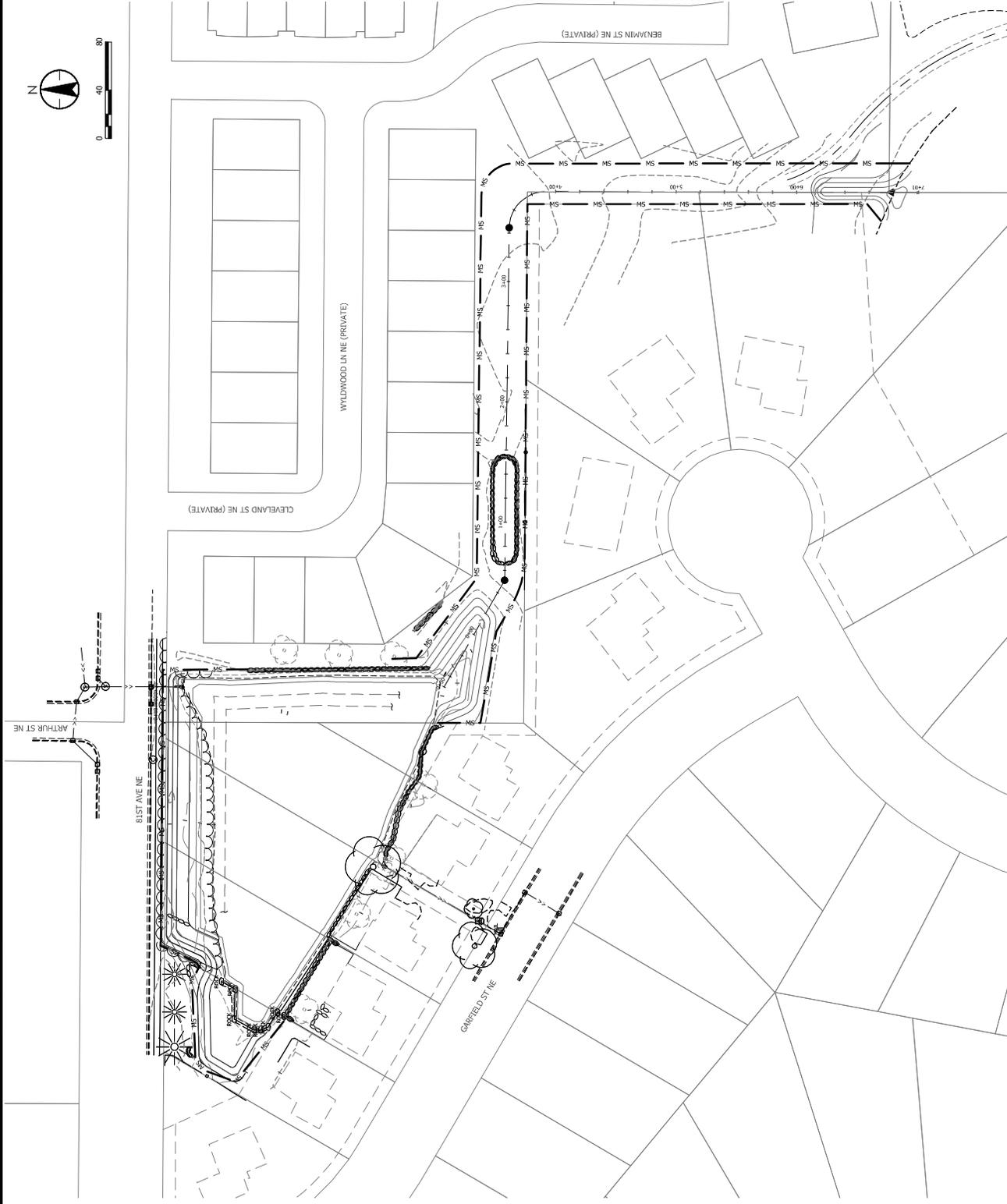


TREE REMOVAL

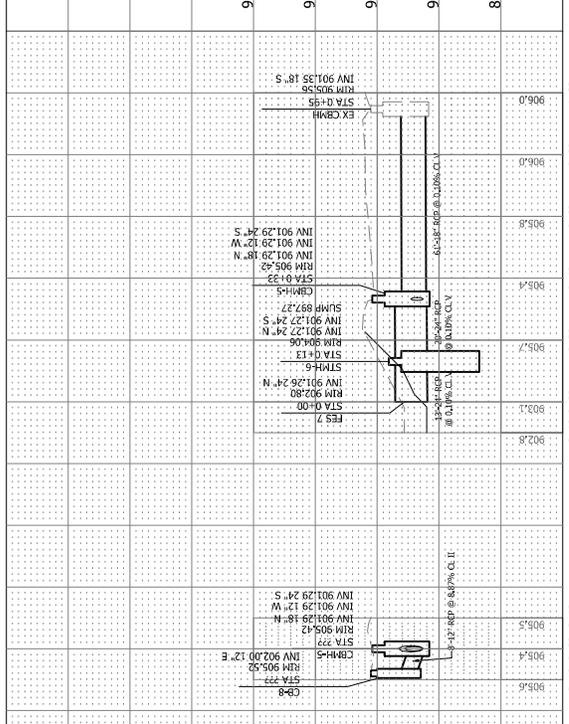
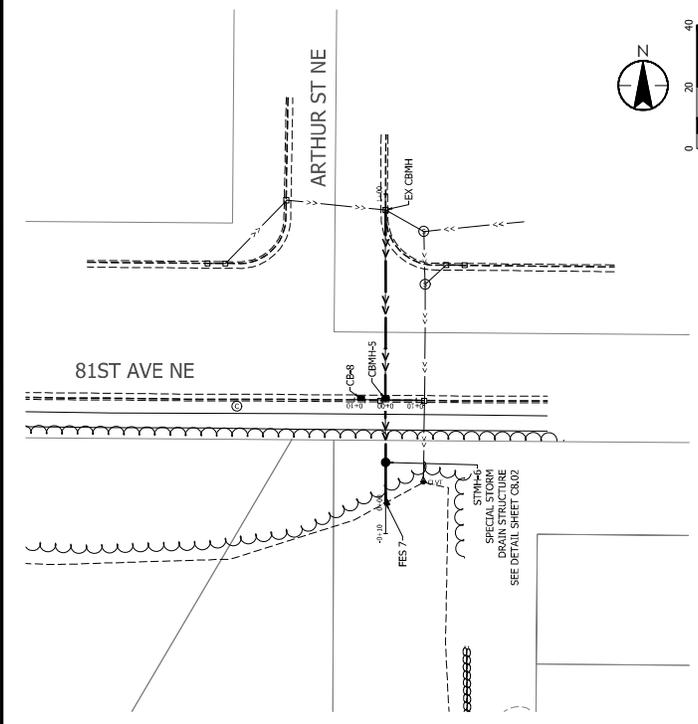
ID	DATE	BEARING	REMARKS
20008	04-08-06	150°	1"
20007	04-06-02	165°	8"
20006	04-06-02	165°	8"
20005	04-06-02	165°	8"
20004	04-06-02	165°	8"
20003	04-06-02	165°	8"
20002	04-06-02	165°	8"
20001	04-06-02	165°	8"
20000	04-06-02	165°	8"
20099	04-06-02	165°	8"
20098	04-06-02	165°	8"
20097	04-06-02	165°	8"
20096	04-06-02	165°	8"
20095	04-06-02	165°	8"
20094	04-06-02	165°	8"
20093	04-06-02	165°	8"
20092	04-06-02	165°	8"
20091	04-06-02	165°	8"
20090	04-06-02	165°	8"
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20084	04-06-02	165°	8"
20083	04-06-02	165°	8"
20082	04-06-02	165°	8"
20081	04-06-02	165°	8"
20080	04-06-02	165°	8"
20079	04-06-02	165°	8"
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20015	04-06-02	165°	8"
20014	04-06-02	165°	8"
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20012	04-06-02	165°	8"
20011	04-06-02	165°	8"
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20005	04-06-02	165°	8"
20004	04-06-02	165°	8"
20003	04-06-02	165°	8"
20002	04-06-02	165°	8"
20001	04-06-02	165°	8"
20000	04-06-02	165°	8"

NEGATIVE OFFSETS TO THE LEFT

THE CONTRACTOR SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS. DO NOT SCALE THE DRAWINGS. ANY ERRORS OR OMISSIONS SHALL BE REPORTED TO STANTEC IMMEDIATELY. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF MINNEAPOLIS AND THE STATE OF MINNESOTA. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF MINNEAPOLIS AND THE STATE OF MINNESOTA. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF MINNEAPOLIS AND THE STATE OF MINNESOTA.



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STORM TABLE

STRUCTURE	TYPE	STD. PLATE	CASTING	DIA.	COMMENTS
FES-1	FES	STO-12	N/A	42"	
STMH-2	STMH	STO-5	R-1642	6'	
STMH-3	STMH	STO-5	R-1642	6'	
FES-4	FES	STO-12	N/A	42"	
EX CBMH	EX CB				BULKHEAD EX PIPE SE
CBMH-5	CBMH	STO-5	R-3067-VB	4'	
STMH-6	SPECIAL				SEEE DETAIL - SHEET C5.04
FES-7	FES	STO-12	N/A	24"	
CB-8	CB	STO-7	R-3067-V	2'x3'	
FES-9	FES	STO-12	N/A	12"	
STMH-10	STMH	STO-5	R-1642	4'	CONNECT TO EXIST. 12" PIPE

DESIGNED	PK	PK
CHECKED	PK	PK
APPROVED	#1111	
PROJECT NO.	152884203	
DATE		
DESCRIPTION		

SAFL Baffle Panel

NOTES:
 1. See notes on sheet C8.01 for details.
 2. Minimum acceptable baffle height = distance from top of the baffle to the bottom of the outlet pipe, 18" or greater.
 3. Baffle height shall be 18" or greater.
 4. Height greater than 24" requires 2 baffles stacked on top of each other.
 5. For more information see our casting guide.
 6. View the complete list of available baffle sizes.

FRONT
 18" or 24"
 H
 1" x 1" STEEL TUBULAR FRAME
 NUT/WASHER

SAFL Baffle Panel

TOP VIEW OF SUMP
 INLET
 OUTLET
 CUL
 CUL

DETAIL A
 3/4" DIA. ANCHOR BOLT
 2" EMBEDMENT
 1" x 1" STEEL TUBULAR FRAME
 NUT/WASHER

DETAIL B
 CASTING
 24" INSIDE DIA.

SIDE VIEW OF SUMP
 INLET
 OUTLET
 H
 D
 18"

PATENT PROTECTED
 TRADES: US #69644688 • US #611569782 • US #69682782 • CA #2742007
 SAFL Baffle Standard Detail
 UPSTREAM TECHNOLOGIES, INC.
 600 COUNTY ROAD WEST, STE 14
 NEW BRUNSWICK, NJ 08851
 609.227.5123

SKUNK™ INSTALLATION

TOP VIEW DETAIL (TYP)
 SKUNK™
 24"
 W
 4"
 12"
 3" Minimum Recommended
 4" Minimum Recommended

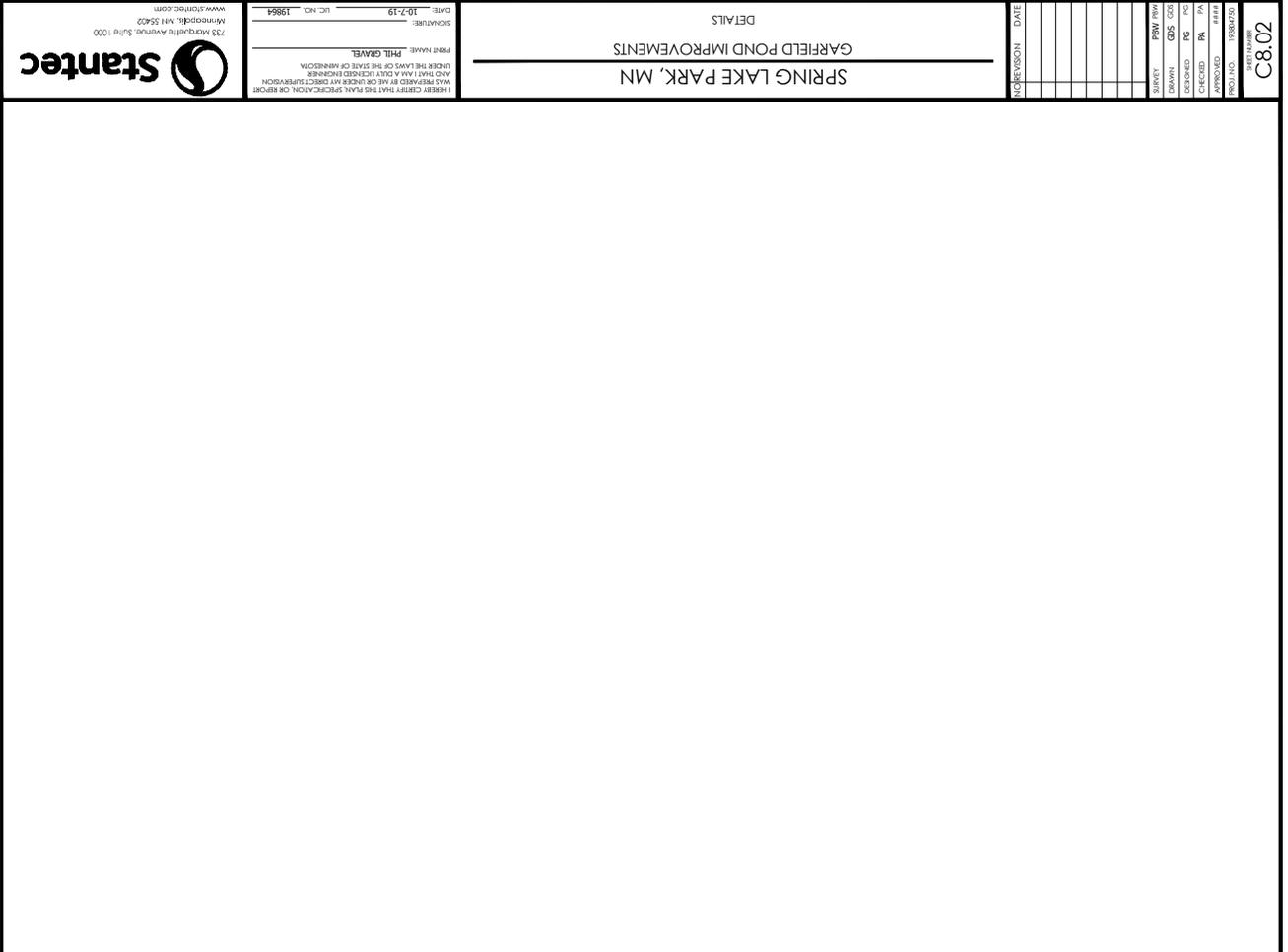
PROFILE VIEW DETAIL (TYP)
 SKUNK™
 4"
 12"
 3" Minimum Recommended
 4" Minimum Recommended

SKUNK™ ASSEMBLY
 FRONT
 3/4" Hole Top
 Skunk™ Steel
 Concrete Form
 4" Rebar
 4" Skunk™ Steel
 4" EPDM Foam

NOTES:
 1) THE SKUNK™ WALL TRAP FLUATABLE DEBRIS AND LIQUIDS IN A SUMP AND THE FLUATABLE DEBRIS IS NOT TO BE ASSUMED TO BE REMOVED BY THE SKUNK™ WALL TRAP. THE SKUNK™ WALL TRAP IS DESIGNED TO TRAP DEBRIS AND LIQUIDS THROUGH A WANDER ACCESS WITH A 4" SKUNK™ WALL TRAP.
 2) SKUNK™ WALL TRAP IS NOT TO BE USED AS A WALL TRAP.
 3) THIS SKUNK™ WALL TRAP IS NOT TO BE USED AS A WALL TRAP.
 4) THE SKUNK™ WALL TRAP IS NOT TO BE USED AS A WALL TRAP.
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 9) THE SKUNK™ WALL TRAP IS NOT TO BE USED AS A WALL TRAP.
 10) THE SKUNK™ WALL TRAP IS NOT TO BE USED AS A WALL TRAP.

NOT TO SCALE

SKUNK™ STANDARD DETAIL
 UPSTREAM TECHNOLOGIES, INC.
 600 COUNTY ROAD WEST, STE 14
 NEW BRUNSWICK, NJ 08851
 609.227.5123



Memorandum

To: Mayor and City Council
From: Kay Okey, Parks & Recreation Director
Date: 10/2/19
Re: Recreation Program Supervisor Positions

Council gave prior approval for us to advertise and interview candidates for the Program Supervisor Position being vacated by Kay Okey (on September 3, 2019) and John Angell (on September 17, 2019). We received 44 applications which were scored. We then invited the top 12 ranking candidates for interviews which were conducted on September 26 & 27 by a panel consisting of Daniel Buchholtz, Kay Okey, Barbara Harlan and Marian Rygwall.

Although all of the interviewees were well qualified for the position, the panel felt two candidates rose to the top. The panel recommends to council to extend an employment offer to Jessica Abt and Wesley Goldberg.

Jessica Abt holds a Masters Degree in Student Development and a Bachelor's Degree in Leadership & Communication and has extensive programming experience with travel planning and programming. Jessica's enthusiasm, knowledge and organizational skills will greatly benefit the citizens of Spring Lake Park.

Wesley Goldberg holds a Masters Degree Sports Management and a Bachelor's Degree in Exercise Science-Health Fitness with experience in sports scheduling, activities and special events. Wesley's passion for recreation and fitness, along with his knowledge in sports will provide valuable contributions to the citizens of Spring Lake Park.

I recommend both positions begin at the starting salary on the compensation scale (\$24.32/hour) and after successful completion of the six-month probationary period, then would move to step one.

It is with confidence I request permission to extend a formal employment offer to Jessica Abt and Wesley Goldberg to fill the positions of Recreation Program Supervisor at the starting salary on the compensation scale with a hire date of Monday, October 21, 2019.



City of Spring Lake Park
Engineer's Project Status Report

To: Council Members and Staff
From: Phil Gravel

Re: **Status Report for 10.01.19 Meeting**
File No.: R-18GEN

Note: Updated information is shown in *italics*.

MS4 Permit (193802936).

MS4 deadlines: Annual Report and Public Meeting by June 31st (done). Pond, structural BMP, and outfall inspections by July 31st. Annual Training and program analysis by December 31st.

Local Surface Water Management Plan (LSWMP) (193803949).

Council adopted on 4-15-19. *Currently working with the City Administrator on Ordinance revisions.*

2019 Sanitary Sewer Lining Project (193804547).

This project includes sewer lining in the area near TH65 and Osborne Rd. *Initial cleaning and televising has been completed. Lining installation will begin in mid-October.*

2019 Street Seal Coat and Crack Fill Project (193804625).

This project included streets in the area north of 81st Avenue between Monroe and Able. *The final contractor payment can be processed (see separate letter).*

Arthur Street Water Treatment Plant Evaluation (193801776 Task 300):

A comprehensive plant maintenance project to repair damage from a chlorine leak and to complete ongoing maintenance is being considered. *The City Administrator is working with the LMC insurance regarding the claim that has been submitted. We have prepared updated cost information as requested by the LMCIT and will provide the information to the City Administrator for distribution.*

Bituminous Trail (on Osborne Rd. from TH 65 to Central Avenue)(193804584):

Seeding and final restoration has been completed. Final payment can be processed when close-out information (including IC-134 form) is submitted by Contractor.

Garfield Pond Improvements Project (193804750): *A second neighborhood open house was held on September 23rd. Residents had mixed reactions to the project. Some residents are concerned about tree removal and other concerned about potential impacts on Spring Lake. If the city wishes to continue with the project process, the next step would be to approve the construction plans and authorize bidding (see separate letter).*

Hy-Vee Project: *Site, 81st Avenue/Highway 65, and CSAH 35 work is substantially complete. City will complete an initial punch-list inspection in October.*

Public Storage Project. Terry Randall has been monitoring construction. An onsite meeting with the owner and the contractor was held on September 4th to review remaining site construction and discuss drainage issues. *Need revised drainage plans and as-built drawings of the utilities.*

Feel free to contact Harlan Olson, Phil Carlson, Jim Engfer, Mark Rolfs, Ryan Capelle, Marc Janovec, Ailsa Mcculloch, Peter Allen, or me if you have any questions or require any additional information.



CORRESPONDENCE



Twin Lake in Little Canada is overflowing, eating away at lakeside property. The City Council rented a huge pump to lower the lake level. Photo by Richard Tsong-Taatarii • Star Tribune

WARM FRONT: CONFRONTING A CHANGING CLIMATE • PART 4

Nowhere for all the water to go

Minnesota's aging stormwater systems weren't built for this volume of rain, and cities can't keep up.

By Jennifer Bjorhus (<http://www.startribune.com/jennifer-bjorhus/34031274/>) Star Tribune

SEPTEMBER 22, 2019 — 3:07PM

Snowplowing, recycling and street repairs are all part of the job for Shoreview's public works employees. But the department's fastest-growing budget item these days isn't filling potholes.

It's stormwater.

"Stormwater management issues ... have just absolutely consumed my staff," said Mark Maloney, the city's public works director. And homeowners' calls, he said, have a common theme: "Hey, why is everything wet?"

Across Minnesota, cities large and small are scrambling to upgrade storm sewers, culverts, roadways and drainage ponds as they find themselves deluged by ever-more intense storms and flash flooding. With global temperatures on the rise, this decade is likely to be the wettest in Minnesota history, according to retired state climatologist Mark Seeley.

About the series

"Warm Front" examines the ways that climate change is altering Minnesota and its landscape.

Part 1: Spring trends earlier on the Rainy River (/how-climate-

All that water is overwhelming Minnesota's patchwork of stormwater systems, a huge, aging network of tunnels, pipes and culverts — some of it more than 100 years old — that carries water away to ditches, rivers and lakes. And all of it was designed to handle the climate of the past, said Ryan Anderson, stormwater program manager at the Minnesota Pollution Control Agency.

Rochester's public works department, for example, set up a special unit to tackle heavier stormwater loads. The city of Hutchinson plans to issue a 15-year bond to pay for a major stormwater upgrade that features a large new retention pond, complete with native plantings and a walking path, constructed on an old baseball field. Minneapolis is grappling with flooded basements and startling sinkholes near Lake Nokomis. And St. Cloud just added a new underground tank and tunnel system to hold and treat stormwater in an area prone to flooding.

By some estimates, the cost of these upgrades statewide could run into hundreds of millions of dollars in coming years, an expense that is likely to turn up in higher utility fees for homeowners and businesses. Nationally, the adaptation costs could reach \$12 billion in coming decades, according to the U.S. Environmental Protection Agency.

Minnesotans see the evidence all around them: soggy lawns, crumbling curbs, flooded intersections, scoured stream banks. Even [geysers erupting](https://www.youtube.com/watch?v=8T4_siXsZIQ) in the streets.

On the wettest days, stormwater can also wash into sanitary sewers — the pipes that carry sewage and other municipal wastewater to water treatment plants — resulting in emergency discharges of raw or partly treated sewage into Minnesota's lakes and rivers.

Such discharges now occur on average about 147 times a year, up from 120 times a year in the first half of the past decade, according to a Star Tribune review of state data.

To address these new climate realities, cities are upgrading their stormwater systems to handle a higher set of federal rainfall estimates, known as the Atlas 14 standards, that were recalculated by the National Oceanic and Atmospheric Administration for Minnesota in 2013. A 100-year storm that used to produce 6 inches of rain in the Twin Cities in 24 hours is now expected to produce 8 inches.

"That's a huge change," said Randy Neprash, a stormwater regulatory specialist with consultant Stantec.

change-is-already-
showing-up-in-
minnesota/508642702

Part 2: Invasive
grasses choke
birds' habitat
(/reed-canary-
grass/510935362/)

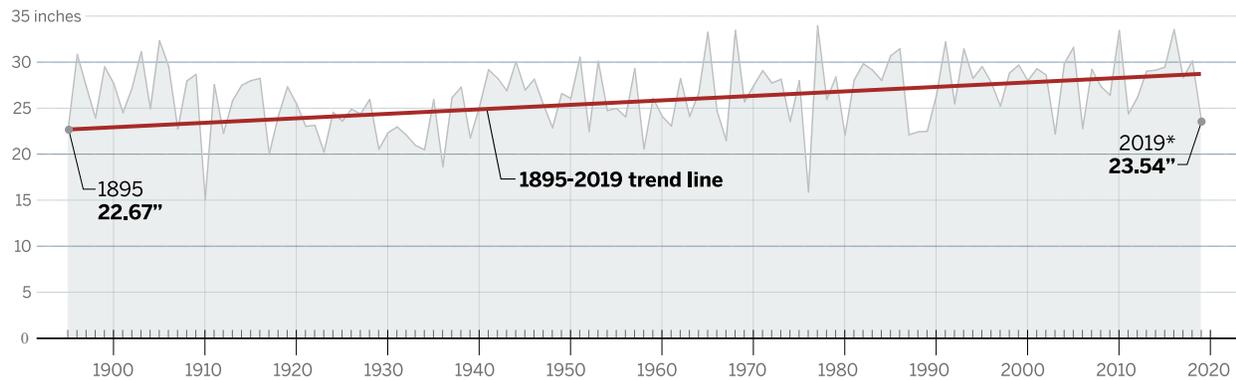
Part 3: Warmer
lakes affect cold-
water fish (/cold-
water-fish-
struggle-in-
warming-
waters/512894232/)

Part 4: Increasing
rainfall overwhelms
stormwater
systems
(/x/558826472/)

Wetter and wetter

Average precipitation in Minnesota has risen steadily in the last century, including more extremely wet years and fewer extremely dry years.

Annual statewide average precipitation, 1895-2019

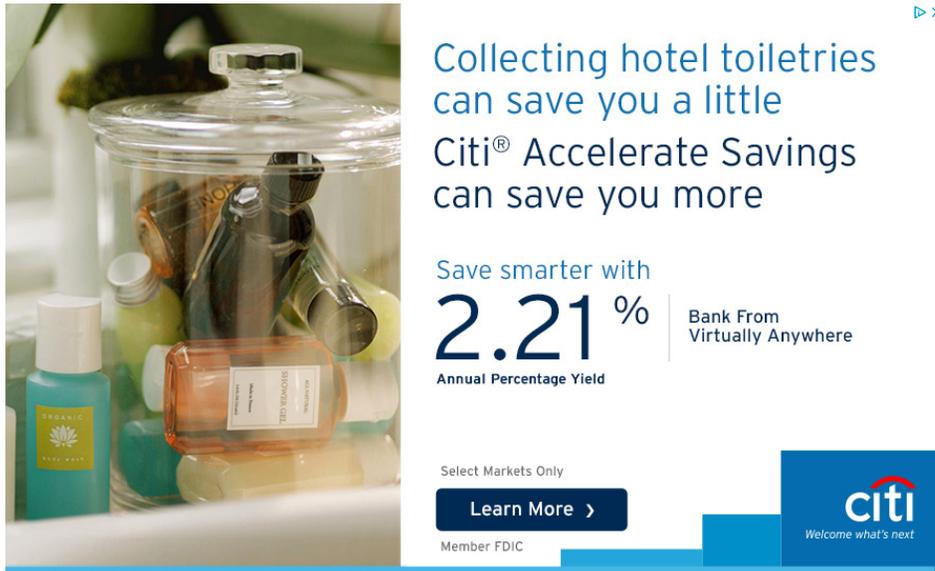


Source: NOAA National Centers for Environmental Information

* Through August
EDDIE THOMAS • Star Tribune

‘Now it’s just — yuck’

On the worst days, in many communities, it is still triage: sandbags and pumps.



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Welcome what's next

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That's what Little Canada resorted to last spring when Twin Lake gushed over its shores. The small, deep lake, surrounded by older houses and towering trees, has had some flooding in recent years. But nothing like what happened in May and June, when melting snow and spring rains triggered a chain reaction. Put simply, Roseville's stormwater drains into the Shoreview area, and Shoreview's stormwater drains into West Vadnais Lake. When West Vadnais Lake filled up this spring, it spilled over and poured into little Twin Lake.

But Twin Lake is landlocked. With nowhere for the rising water to go, the lake began consuming yards. Residents and city crews responded with sandbags while the City Council took an emergency action to rent a large pump to lower the lake level.

It was a close call, said Val Eisele, who lives on the lake with his wife, Jessie Everts, and their two children. They felt powerless as the lake crept closer and closer to the back door of a house they "scraped and saved" to buy.

"To watch it approach the house is definitely terrifying," Eisele said. "Trees have fallen on people's docks."

Remarkably, no houses flooded. But months later, Stan Martin's backyard remains partly submerged.

"Look at this junk," Martin said one day in August, stepping through mud in the woods down a path on his property's edge. "Logs. Telephone poles ... everything came floating in. People used to come down here and get their wedding photos taken. Now it's just ... yuck."

The frustrated homeowner said he's not convinced climate change caused the flooding. He accused the Ramsey-Washington Metro Watershed District of mismanaging the lake's water flow. Either way, it was a mess.

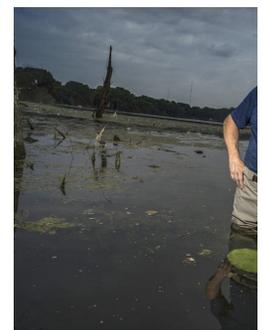
"It stinks like a swamp," Martin said.

Tina Carstens, the watershed's administrator, said the flooding did result from increased rainfall and elevated groundwater due to climate change.

"Our infrastructure just wasn't built for this prolonged state of high water," Carstens said. "We haven't been here before. It's uncharted territory."

Little Canada's public works director, Bill Dircks, agreed. Standing by the pump near Martin's house in a bright orange vest, Dircks said he grew up in the area and has never seen Twin Lake flood as it did this spring.

"I've never seen the water get to that pipe before," Dircks said, pointing at an old concrete culvert.



(<http://stmedia.stimg.co/homeowner.jpg>)

RICHARD TSON

Stan Martin stands in what

To prevent a disaster, the pump has been sucking lake water through a 6-inch discharge pipe that snakes through the old culvert and across a field to a drainage pond dug out alongside Interstate 694. The water then flows under the freeway and eventually to Gervais Creek, which drains to Gervais Lake, which drains to Keller Lake and Lake Phalen, and eventually into a pipe that snakes to the Mississippi River.

has now been engulfed by T
Canada. "People used to co
get their wedding photos ta
yuck."

The city finally turned the pump off last week, although it's keeping the equipment in place for now.

That episode alone cost the city about \$70,000, money that will come from its general operating budget because Little Canada doesn't charge residents a stormwater utility fee. That may change.

Not a permanent fix

Dircks said he's thankful the emergency fix worked. But it's not a solution. That could mean constructing a bypass to prevent overflow from going into Twin Lake.

"This is unprecedented stuff," Dircks said.

Facing a wetter future, Minnesota communities are embracing a changing stormwater design philosophy. Where they once focused on pipes to move runoff someplace else, engineers now aim to mimic nature and manage the water better where it falls. That means building more and larger retention ponds, installing underground filtration tanks, narrowing streets to reduce runoff from pavement and adding more features such as rain gardens, swales and tree trenches to soak up water. The state's Stormwater Manual offers plenty of guidance on dimensions and green infrastructure.

But there's no template, said Shoreview's Maloney.

"We almost have to wait for it to happen to understand the magnitude of it," he said. "I think a lot of Minnesota cities are finding themselves in this situation of dealing with something that was never even thought possible."

GALLERY

GRID

2/5



RICHARD TSONG-TAATARI - MINNEAPOLIS STAR TRIBUNE

Gallery: Matt Mallory, a maintenance worker for Little Canada, refueled a diesel pump used to move millions of gallons from Twin Lake into an overflow pond.



x

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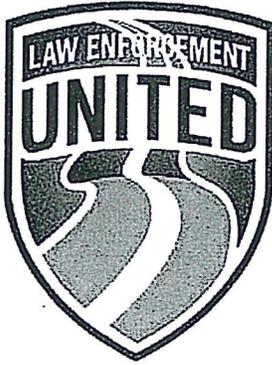
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Jennifer Bjorhus is a reporter covering the environment for the Star Tribune. She was a business reporter for much of her career but in recent years focused on criminal justice issues, including police use of force and responses to sexual assault.

jennifer.bjorhus@startribune.com

612-673-4683

[bjorhus](#)



*Law Enforcement United
Team Minnesota
PO Box 251114
Woodbury, MN 55125*

Honoring the Fallen Remembering the Survivors

Spring Lake Park Police Department

Chief Ebeltoft,

On behalf of Law Enforcement United Team Minnesota I would like to thank you for your assistance with the 2019 LEU Team MN Ride to Remember on Sept 8. Events like ours could not go as well as they do without your Departments help. Thank you for supporting Law Enforcement United's mission of Honoring our Fallen and Remembering the Survivors.

Thank you for providing the police escort of our group through the city. Please thank Sgt. Long and the escort officer for facilitating it and for leading our group.

Sincerely,

Grant Breems

A handwritten signature in cursive script that reads "Grant Breems".

Team Captain

LEU Team MN

You most likely don't know us, or the people you serve and protect on a daily basis. For that, we wanted to send out a simple heartfelt thank you.

Thank you for putting on that uniform every day, thank you for risking your lives to ensure security, and thank you for doing all of this, even when others are ungrateful.

Thank you,
The Team at Hard Head Veterans

Hard Head Veterans
143 Main St # 101
Rollinsville, CO 80474-9990

J832-T3-P377



Chief Spring Lake Park Police Dept
1301 81st Ave NE
Spring Lake Park, MN 55432-2116





Rhonda Sivarajah
County Administrator

Anoka County

COUNTY ADMINISTRATION

Respectful, Innovative, Fiscally Responsible

This letter was sent to all
elected officials of the
City of Spring Lake Park

September 20, 2019

The Honorable Bob Nelson
Mayor, City of Spring Lake Park
1301 81st Avenue NE
Spring Lake Park, MN 55432

RE: Rice Creek Watershed District Appointment

Dear Mayor Nelson:

In accordance with the provisions of Minn. Stat. § 103B.227, Anoka County in September 2019 published a notice that a term will expire for a manager on the Rice Creek Watershed District Board of Managers. The notice publication requirement applies because Rice Creek Watershed District is considered a watershed management organization. The published notice states that persons interested in being appointed may submit their names to the appointing authority, which is the county board for a watershed district appointment. For your information, a copy of the notice is enclosed.

In appointing a manager to the Rice Creek Watershed District, Minn. Stat. § 103D.311 is also applicable. This statute requires a county board, upon the expiration of a term, to appoint managers for a watershed district from a list of persons nominated jointly or severally by the cities and municipalities within the district if a list(s) is submitted 60 days before the manager's term of office expires or to appoint a manager who resides in a city that fails to submit a list. The vacancy expires on January 17, 2020.

In order for the county to accept nominations, they must be received by Monday, November 18, 2019. If there is a desire to jointly submit a list for the manager appointment, you may wish to confer with affected cities and jointly submit the list. The cities with territory located in the Rice Creek Watershed District are Blaine, Centerville, Circle Pines, Columbia Heights, Columbus, Fridley, Lexington, Lino Lakes, and Spring Lake Park.

In order for names submitted to the county to be considered a list under the statutory definition, the list must contain the names of at least three nominees eligible to be appointed. To be eligible for an appointment, a nominee must reside within the watershed district boundaries, be eligible to vote in the district, and not be a public officer of the county, state, or federal government (except that a soil and water conservation supervisor can be appointed).

Minn. Stat. § 103D.311 requires the county board to appoint watershed district managers that fairly represent the various hydrologic areas within the watershed district. Rice Creek Watershed District is divided into five separate planning zones. The appointee whose term expires on January 17, 2020, is Patricia Preiner. Ms. Preiner's residence is located in planning zone 3 while the remaining managers each live in planning zones 1, 2, 4, and 5 of the Rice Creek Watershed District. A map with the location of current board members highlighted is being forwarded to the Spring Lake Park city manager/administrator. Although Rice Creek Watershed District has divided itself into five planning areas, the county board may appoint any eligible individual who resides within the watershed district as long as that appointee can fairly represent the various hydrologic areas within the district.

All applicants must submit a completed application form to the appointing authority. Find the application at <https://www.anokacounty.us/3122/Citizen-Advisory-Boards-and-Commissions>.

If you have any questions regarding this appointment process, you may contact me at 763-324-4715.

Sincerely,



Rhonda Sivarajah
County Administrator
763-324-4715
Rhonda.Sivarajah@co.anoka.mn.us

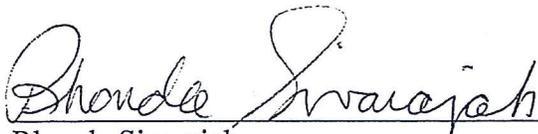
RS:bv

Enclosure

c: **Spring Lake Park City Manager/Administrator**
Brenda Vetter, Principal Administrative Assistant

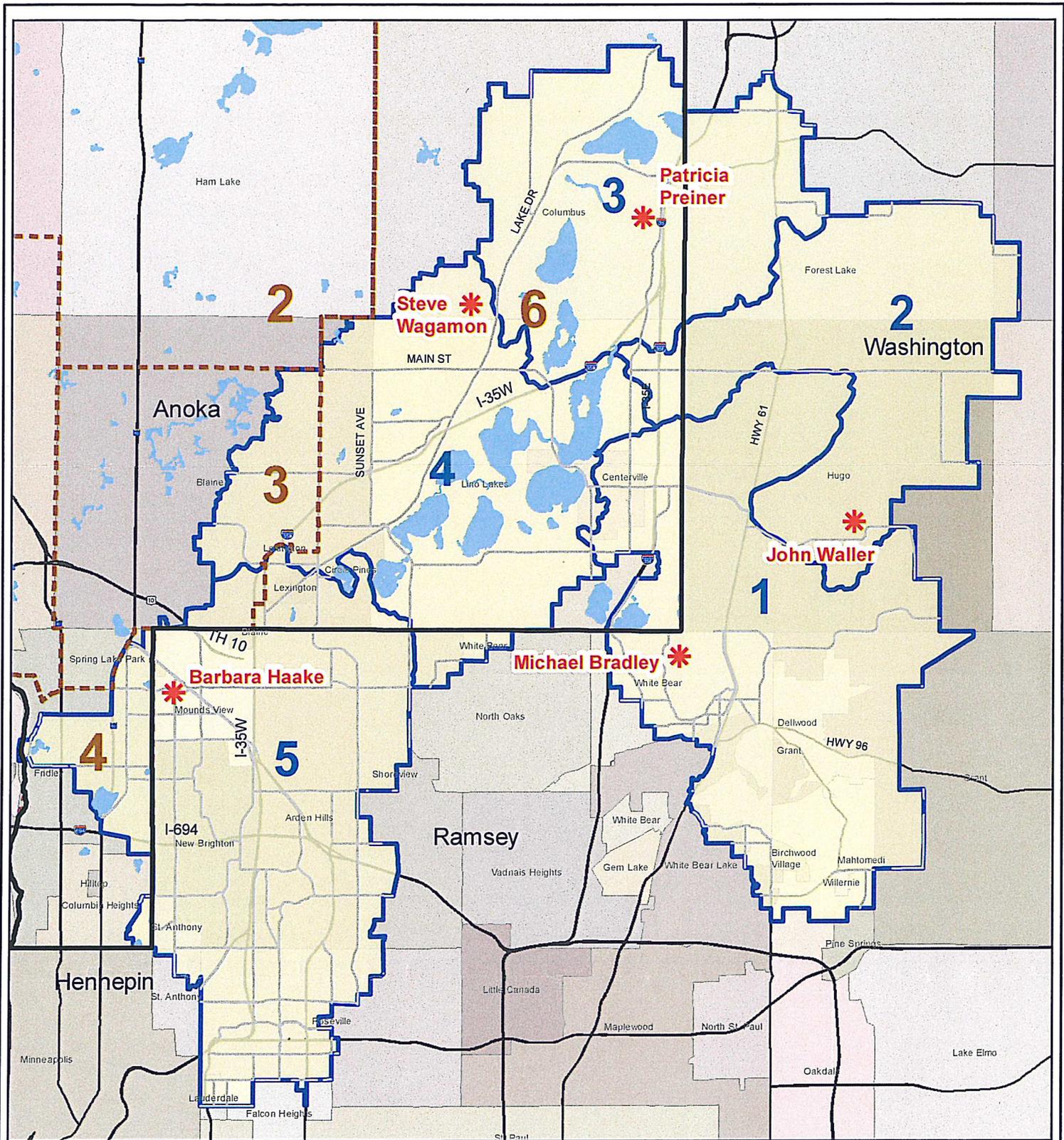
PUBLIC NOTICE OF VACANCY

NOTICE IS HEREBY GIVEN pursuant to Minn. Stat. § 103B.227 and § 103D.311 that a vacancy will occur on the Rice Creek Watershed District Board of Managers due to the expiration on January 17, 2020, of the term of Patricia Preiner, city of Columbus. Term of the appointment is for three years. Managers are eligible to be reappointed. Persons interested in being appointed to serve on the Rice Creek Watershed District Board of Managers may submit their names for consideration to the Anoka County Board of Commissioners, the appointing authority. Minn. Stat. § 103D.311 permits the cities in the district to submit a list(s) of nominations to the county board. If a valid list(s) containing at least three eligible nominees for a manager's position is submitted at least 60 days prior to the expiration of the term or by November 18, 2019, the Anoka County Board of Commissioners is required to make an appointment either from the list(s) or to appoint a manager who resides in a city that fails to submit a list. Since a list may be submitted, persons interested in being considered for appointment may wish to contact their city to request to be included on a list of nominations. In the absence of a valid list, the Anoka County Board of Commissioners may appoint any voting resident of the Rice Creek Watershed District who is not a public officer of the county, state, or federal government.



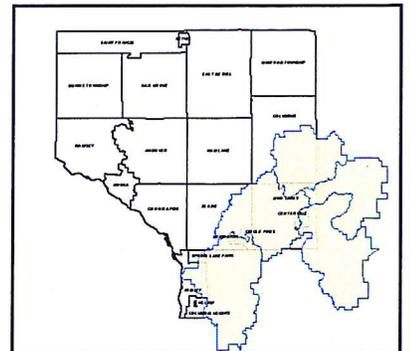
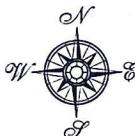
Rhonda Sivarajah
County Administrator

PUBLISH IN: Union, September 20, 2019
 Forest Lake Times, September 26, 2019
 Quad Community Press, September 24, 2019



Rice Creek Watershed District

-  County Boundary
-  Commissioner Districts
-  Lakes
-  RCWD Boundary/Hydrologic Areas





Helping adults
with disabilities
build skills,
careers &
independence
since 1964



Annual Report 2018

2018 Board of Directors

Achieve Services, Inc. Board of Directors

Chair

Kathy Svanda

Vice Chair

Joan Quade

Secretary

Sandy Crawford

Treasurer

Jim Steffen

Members at Large

John Bennett

Mike Bisping

Pam Deal

Tami Hagen

John LeTourneau

Susan Holden

Natalie Steffen

Tom Wilson

We are

A day training and habilitation program serving adults with developmental disabilities. By focusing on abilities, not disabilities, we strive to increase the independence and quality of life for all individuals in our program.

Mission

We create innovative opportunities that inspire people with disabilities. Achieve will enable every participant to lead a meaningful and self-determined life.

Core Values

- **Enrichment** – We are committed to enhancing lives through achievement and honoring the worth, abilities and contributions of each individual.
- **Empowerment** – We honor personal choice, and invest in every individual's right to cultivate and contribute their talents in ways that enrich themselves and society.
- **Innovation** – We continuously seek new and better solutions to meet the needs of participants, staff and employers in ways that make lasting improvements.
- **Integrity** – In all that we do we are open, honest, and respectful, and we follow through on our commitments.

Achieve Services Inc.
Leadership Team

CEO

Tom Weaver

Director

Carol Donahoe

Human Resources Director

Lindsey Johnson

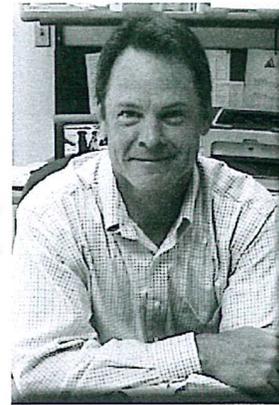
Program Supervisors

Jim Rooker

Cassandra Holland

Jessica Skallet

Message from the CEO



By: Tom Weaver
Chief Executive Officer

2018 - highlights

Here are some of the good things that happened at Achieve in 2018:

Community work highlights:

- By the 4th quarter 64 participants were working in the community 5 days per week.
- At the end of 2018, 97 participants were working in the community at 33 different job sites.

In our shop we completed 5,430,750 pieces of work:

- Sleeved 2,232,500 cards
- Capped 5,090 pouches
- Labeled 20,538 bottles
- Picked 92,948 foam bricks
- Packed 9,282 paper rolls
- Labeled 38,448 cartridges
- Picked 2,655,000 gray rings

Achieve Clean Highlights:

- We created an Achieve Clean public service announcement and a few video commercials.
- We opened a new retail storefront.
- We broadcasted live podcasts.

Dance at Your Own Risk had a busy and successful year:

- In January they visited Washburn High School to share their music.
- The group released two albums, "Changing Attitudes" and "Merry Christmas from Achieve."

- They performed two concerts at Northtown in August and December.
- The group had the opportunity to perform at the MOHR conference in St. Cloud.
- The band was featured in articles in The Star Tribune and the ABC Newspapers. In addition they were highlighted on the Metro Transit Facebook page.

Achieve gives back to the community.

We volunteer for:

- Feed my Starving Children
- Meals on Wheels
- Toys for Tots

Other happenings throughout 2018

Spring Highlights:

- Our Spring Changing Attitudes Gala raised over \$250,000, which included \$60,000 for our transportation Fund-a-Need project.
- Staff and participants visited the MN State Capitol to rally for services for people with disabilities.
- We paired with Cow Tipping Press to write a book, "Couldn't Find it in the Whisper."

Summer Highlights:

- Achieve Clean became available on Amazon and Amazon Smile
- We received a 3-year CARF accreditation: "This achievement is an indication of your organization's dedication and commitment to improving the quality of the lives of the persons served."

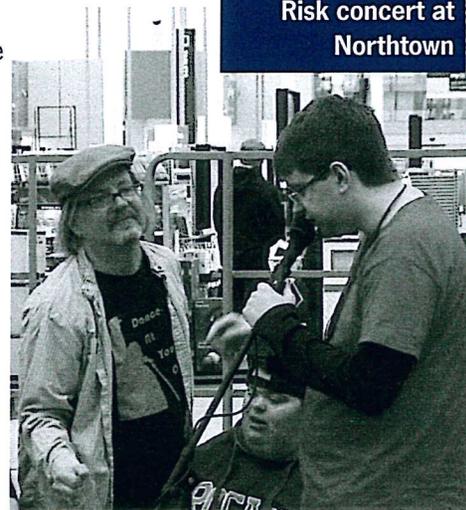
Fall Highlights:

- We hosted our Fall Fundraiser at Blainbrook.
- Achieve was featured on the blog, "Clip-Different," a Minnesota-based company that offers a fingernail clipper for every ability.

Winter Highlights:

- Village Bank presented us with a check for \$1,800. We are grateful for their generous support of our program.
- Tom Weaver along with other local service providers sent a letter to Governor Walz to address funding issues for people with disabilities.

Dance at Your Own Risk concert at Northtown



Consumer Characteristics

Participant Involvement Committee

It's good to have a voice in the place you work. The Participant Involvement Committee is set up to give participant's the opportunity to provide input and make changes and improvements to the work environment. The PIC meets monthly to discuss various work issues. Members serve two-year terms and serve the role of advocate for themselves and their co-workers. Some of the topics addressed during 2018 included:

Programming and services

- Workforce Innovations and Opportunity Act meetings.
- Social skills group at Achieve.
- Area Green had a pizza party to celebrate meeting their work goals.

Work news

- Area Red sold plants they grew.
- We sold nuts over the holidays.

Out and about

- Cow Tipping Press classes started. Participants learned about literature and writing techniques, which culminated in writing a book.
- The Dance at Your Own Risk band has been practicing at Achieve Clean.
- Participants met with their legislators to advocate for services.
- A committee member got an Emerald Ticket for doing cards and was able to go to Dairy Queen.

Coming and goings

- Staff changes.
- Participant changes.

Fundraising

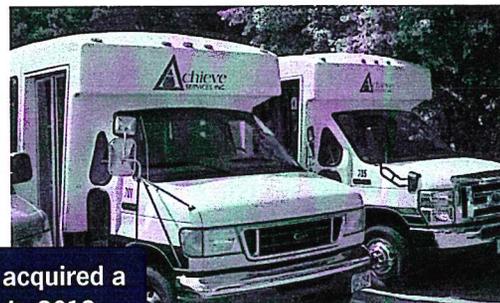
- The spring fundraiser went well.

Work environment

- There were concerns about the temperature in one program area.
- The shredders were in need of repair or replacement.
- We assembled one million cards for Design House by June 1.
- One area requested more recliners.
- The workroom has been loud. Headphones were encouraged.

Transportation

- Participants were arguing on the bus.
- A participant asked if he could report odom-



Achieve acquired a new bus in 2018

Members 2018

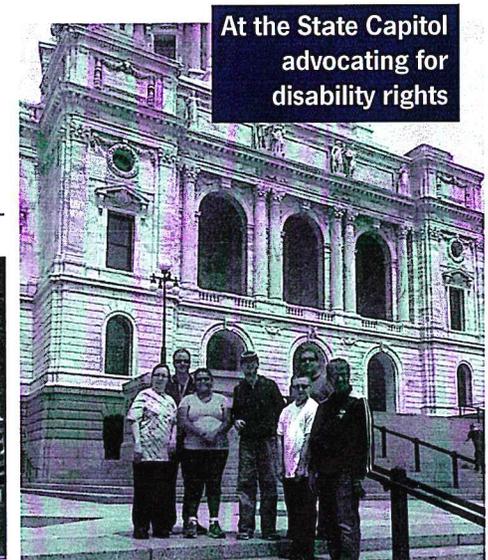
- Jenny M.
- Tom B.
- Aaron D.
- Jim G.
- Lisa P.

eter readings for vehicles once a week.

- Achieve is getting a new bus.

Other

- Tom Weaver hosted a parent/family informational meeting about possible funding changes in the future.
- KARE 11 had a story about Achieve Clean featuring a number of participants.



At the State Capitol advocating for disability rights

Businesses providing CBE or work in Achieve's shop during 2018:

Our Employers



4 sites



11 sites



Medtronic

3 sites



HAM LAKE AREA
CHAMBER OF COMMERCE



Princeton & Brooklyn Park

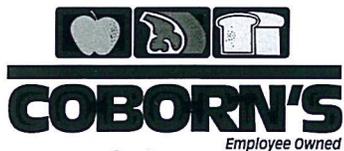


AUTO BODY & GLASS



Est. 1983

CUSTOM ONE
HOMES



2 sites



CI COATINGS



UNIVERSITY OF MINNESOTA

BOLT HOFFER BOYD

Edward Jones

INVESTMENTS

DESIGN HOUSE GREETINGS

RECYCLING CENTER

LAW FIRM

Key Performance Indicators

Community Employment Services:

Objectives:

1. Increase the number of participants working half time or more in the community (3+ hours per day, 5 days per week).
Baseline: 58 participants Goal: 60
Result: 58 participants Discussion: This number stayed steady at 56 for the first 3 quarters of the year, but increased to 64 during the fourth quarter, so progress is being made.
2. Increase the number of participants working 2 or more days per week in the community.
Baseline: 20 participants Goal: 25
Result: 17 participants
Discussion: Numbers for this goal remained relatively steady for the first 3 quarters but decreased to 12 during the 4th quarter.
3. Increase number of participants working in the community at least 1 time per week.
Baseline: 25 participants Goal: 25
Result: 22 participants
Discussion: Slight decrease in numbers over last year.
4. Increase the number of community employment sites.
Baseline: 33 Goal: 35 Result: 33
Discussion: Goal not met, however numbers remained steady throughout the year.
5. Decrease the number of participants earning commensurate wages.
Baseline: 5 Goal: 0 Result: 2
Discussion: Goal met. We remained at 0 during the last three quarters of 2018; progress made on this goal.

Achieve will provide high quality, consistent community-based employment opportunities for participants desiring employment.

6. Increase satisfaction with community employment services by participants and their teams.
Baseline: 84% Goal: 100% 2018 average: 82%
Discussion: A lower than average first quarter (50%) brought numbers down, however the average for the last three quarters of 2018 was 92%, which was an increase over baseline.



Key Performance Indicators

Center-Based Employment Services: Objectives:

1. Provide consistent work in the center-based production area, minimizing hours of alternate activities.

Baseline: 2018 average 2 hours per quarter

Goal: 0 hours of alternate activities.

Result: 0 hours

Discussion: Work was available 100% of the time during 2018. A statistic that we will strive to repeat.

2. Increase the average amount of wages earned by participants working on center-based jobs.

Baseline: \$24,938/quarter Goal: \$26,000

Result: \$28,496

Discussion: Goal met. Overall, center-based participants earned a total of nearly \$114,000 during 2018.

3. Increase satisfaction with center-based employment by participants and their teams.

Baseline: 89% satisfaction Goal: 100%

Result: 98%

Discussion: Numbers increased over baseline. We made good progress toward our goal.

4. Diversify the number of employers of subcontract work.

Baseline: 13 employers Goal: 10 employers

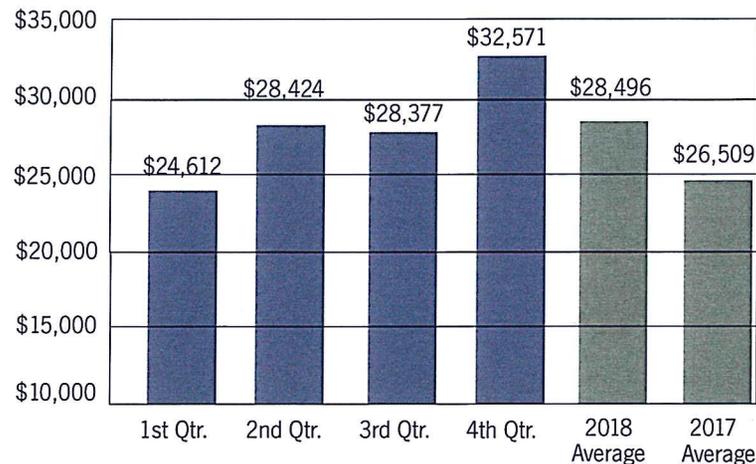
Result: 12

Discussion: Numbers in this area stayed steady throughout the year. We will continue to pursue a variety of subcontract jobs for our inhouse shop.

Achieve will provide high quality, consistent center-based employment opportunities for participants desiring employment.



Center-based wages earned



Key Performance Indicators

Community Services: Achieve will improve its ability to provide community opportunities for participants on a weekly basis.

Objectives:

1. Increase community engagement opportunities.

Baseline: 187/quarter

Goal: 205/qtr Results: 230/qtr

Discussion: Goal met. Participants continue to benefit and growth through community opportunities.

2. Increase the number of participants involved in community engagement opportunities.

Baseline: 488/quarter Goal: 495/qtr

Result: Yearly average - 501/qtr

Discussion: Participants enjoy the variety and number of opportunities they have to be more actively involved in their communities.

Goal met.

3. Increase satisfaction with community engagement opportunities.

Baseline: 98% Goal: 100%

Result: Yearly average - 91%

Discussion: Numbers for this goal were brought down by a 70% rating during the fourth quarter. During the first three quarters of 2018 we averaged 98%.

Agency Goals: Achieve will continuously provide high quality services that meet the needs of our participants.

Objectives:

1. Be the employer of choice, continuing to attract highly skilled and passionate staff.

Baseline: 5% turnover Goal: 5%

Result: 5.25%

Discussion: 2018 statistics are up slightly from 2017. This is largely due to a larger than normal turnover (9%) during the fourth quarter of 2018.

2. Maintain a highly engaged staff.

Baseline: 88% Goal: 100% Result: 80%

Discussion: A staff engagement survey is conducted once per year. We decreased slightly over last year's survey results.

Areas that brought number down included rates of pay and cost of benefits, both of which are industry-wide issues.

3. Maintain a highly trained staff.

Baseline: 856 hours of training/quarter

Goal: 1069 hours Result: 770 hours

Discussion: This goal is based on requirements of our operating license to ensure staff have the tools and skills to effectively complete their jobs.

4. Improve overall satisfaction of Achieve services by persons served.

Baseline: 94% Goal: 100%

Result: 96%

Discussion: Participants and teams complete surveys semi-annually. Goal not officially met, but we did make progress over last year's numbers.

5. Reduce reliance on government revenue.

Baseline: 84% Goal: 87%

Result: 85%

Discussion: With this goal, a lower number is better. While we increased 1 percent over 2017, second quarter numbers were at an all-time low of 75%. This area continues to be a priority area for Achieve and we continue to explore new revenue sources.

6. Decrease transportation costs.

Baseline: New goal Goal: New goal

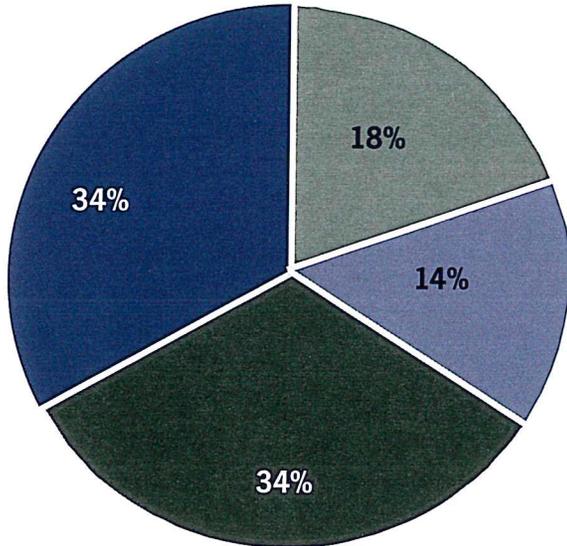
Result & Discussion: This is a new goal area. During 2018 we averaged \$185,971 per quarter.

Consumer Characteristics

Demographics 2018

Number of consumers served: 187

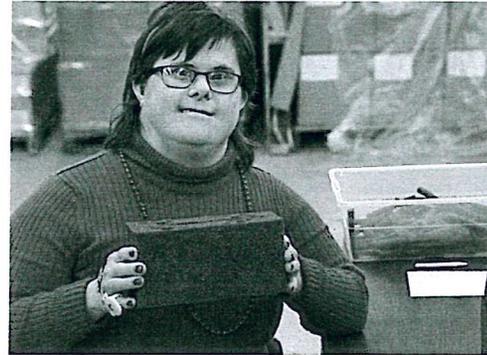
Participants by program area



- Minimal-work component - higher therapeutic needs
- Partial-day work - includes a combination of therapeutic and other services along with inhouse and/or community employment
- Full-day work - Inhouse or combination of inhouse and CBE
- Community-based work

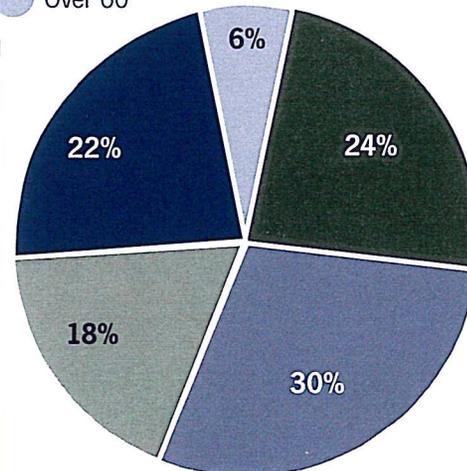
Admissions: 12

Discharges: 9



Age of persons served

- 18 - 29
- 30 - 39
- 40 - 49
- 50 - 60
- Over 60



2018 Donations

Thank you for your support

Abdallah Chocolates
 Susan Anderson
 Anoka County Parks & Rec
 Anoka Lions Club
 At the Beach Tanning
 Barbara Baden
 Lester Bagley
 Dan & Sherri Ballantine
 Bame Foundation
 Barna, Guzy, Steffen LTD
 Tonya Barron
 Bell Bank
 Benevity Community
 Impact Fund
 John Bennett
 Big Dog Duckcalls
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 Jay and Laurie Bruber
 Bunker Hills Activity Center
 Bunker Hills Golf Club
 James Bush Sr.
 Cafe Latte
 Barbara Caliendo
 Mike & Jennifer Campbell
 Andrew & Courtney Carlson
 Chris & Deb Carlson
 John & Lana Carlson
 Paul Cassidy
 Cassidy, Younerman &
 Lovik
 Chanhassen Dinner Theater
 Patrick & Jenny Chong
 Denny & Shari Christiansen
 City of Ramsey
 Steve, Carole & Evry Clark
 Isakson
 Coborn's
 Pat & Mary Colbert
 Sam & Barb Courey
 Michael & Laarie Cousineau
 Jordan & Leslie Cozatt
 Jameson Crawford
 Sandy Crawford
 Larry Dahlberg
 Jim & Pam Deal

Alexandra DeGayner
 Design House Staff
 The Dilemuth family
 Lois Dirksen
 Mike & Carol Donahoe
 Bridget Duffy
 Duluth Aquarium
 Dunn Brothers Coffee
 Alfred & Joyce Eckardt
 Michael Eckman
 Earl & Becky Edeburn
 Jim & Gail Ehlen
 Ben Elfelt
 Tony Elfelt
 The Mary Elsnes family
 Enterprise
 Bill & Liz Erhart
 Dan & Kathy Erhart
 Charles & Kathleen
 Erickson
 Evelyn Erickson
 David & Shelley Erickson
 Anadenice Escate
 Dave & Jo Fairbairn
 Family First Chiropractic
 Rick & Dianne Farrell
 Jason & Zach Farrell
 The Fellner family
 Fond du Lac Band of Lake
 Superior Chippewa
 Dennis & Phyllis Forstrom
 Four Seasons Curling Club
 Katie Friary
 Gander Outdoors
 Gander Outdoors Camping
 Team
 Gander Outdoors Fishing
 Team
 Steve Garvey
 Brian Gaviglio
 Ron & Twyla Geier
 Bruce Gilbertson
 Glensheen Historic Estate
 James & Tina Glomstad
 Gary Gorham
 Dan Gould
 Gould Jewelers
 Grand Casino Hinkley
 Denis Grande
 Peter & Gummy Grande
 Grandma's Restaurant
 Great Lakes Aquarium
 Margaret Grekoff

Donelle Haas
 Tami Hagen
 Laura Hannula
 Emily Harren
 Chris Harristhal
 Ted & Amy Harrison
 H.B. Fuller
 Health Source
 Chiropractic
 Steve & Marcia Heath
 Jason & Sharon
 Helgemoe
 Annette Henkel
 Dan & Missy Hickey
 Alex & Andrea Hoffman
 Susan Holden
 Holiday Station Stores
 Gene & Jacquie Holm
 Sharren Homes
 Scott & Amanda
 Hommerding
 Lonny & Lisa Hopkins
 Debbie Illies
 Gene & Patti Invie
 Scot Irlbeck
 Italian American Club
 Sue Jacobs
 Doug & Laura Jaeger
 James Valley Company
 Jackie Jeffrey
 Douglas & Colleen Joens
 The Joens family
 Shannon Joens
 Cheryl Johnson
 Elaine Johnson
 Jeff Johnson
 Linda Johnson
 Shalin & Paula Johnson
 Philip & Marva
 Jorgenson
 JNR Fitness
 K Foundation
 Jeanne Kassim
 Diane Kelly
 John Kelly
 Kendall's Tavern
 Mark & Amy Kersey
 Chuck & Betty Klein
 TJ & Anisha Knatcal
 Dan & JoAnn Knuth
 Charlie & Brenda
 Kratsch
 Brian & Sue Krueger
 Lonnie & Valerie Kruger
 KSTP

The Kuker family
 Mark & Wendy Kuzma
 Don & Jamie Kveton
 Tony & Jennifer Kwilas
 Scott Lambert
 Jay & Levi Langness
 Larkin, Hoffman, Daly
 Kevin Larson
 Lee Carlson Center
 Matthew Lempke
 John LeTourneau family
 Leo LeTourneau
 Mitchell LeTourneau
 Let's Dish - Blaine
 Tom & Katherine Lovik
 Rolf & Tina Lund
 Mary Jo Luzius
 Magestic Oaks, Ladies
 League
 Tom Majkrjak
 Mall of America
 Pat Marcus
 Marsh McLennan
 Agency
 The Mermaid
 Jim & Liz Martin
 Chris & Emily Maxon
 Randy Mayer
 Kay McAloney
 Iris McAlpin
 Medtronic
 Melissa Klein
 Photography
 Mike Meloch
 Jim & Tami Merritt
 Geoff & Annie Michel
 Mill City Museum
 Minnesota Candle Co.
 Minnesota Historical
 Society
 Minnesota Landscape
 Arboretum
 Minnesota Science
 Museum
 Minnesota Twins
 Minnesota Vikings
 Minnesota Timberwolves
 Lynx
 Minnesota Wild
 Paul & Amy Moore
 Morrissey Hospitality Co.
 Gari & Liz Moscatelli
 Chad & Tasha Murdoff
 Mystic Lake Casino
 Rob & Heidi Nelson
 Northeast Bank

Mark & Susan Nyvold
 Doug & Nora O'Leary
 Old Log Theater
 Kathy Osterberg
 Shannon O'Toole
 Jean Oventile Johnson
 Overacker Plumbing
 Park Tavern
 PC Bits
 Persolvent
 Diane Peterson
 Ivar Peterson
 Mary Peterson
 Pink Parasol Photography
 Polaris
 Arthur & Jane Price
 Prouty Project
 PSD, LLC
 Ellen Puffe
 Ramsey Rotary
 Robert Rapacke
 Todd & Maggie Rapp
 Jeremiah & Sara Reedy
 Gary & Nancy Renneke
 Reshetar Systems
 Laura Riskerdahl Hampton
 Barb Roach
 Keith & Mary Roemhildt
 The Rogers family
 Keith & Shannon Rothstein
 Dale & Christine Rowley
 Royal Credit Union
 Mike Ruhland
 Sannerud, Savarese &
 Assoc.
 Sarah Grace
 Photography
 Sue Savarese
 Dan & Kris Scherer
 Evelyn Schluter
 Pam Schmidt
 Schroer, Taylor & Taylor
 Donn & Christine Scroggins
 Wayne & Mary Serie
 Sieben Carey
 Simeks
 Gloria Simmons
 Roger Sit
 SIT Investment
 Smith, Schafer & Assoc.
 Judy Smith
 Smithe Promotions
 Split Rock Lighthouse
 Sportech
 St. Paul Saints
 Amanda Staple

Stedman Foundation
 Michael Stedman
 Susan Stedman
 Jim & Lisa Steffen
 Natalie Steffen
 Cindy Steiner
 George & Rose Marie
 Steiner
 Stone Mountain Pet Lodge
 Claudia Stone
 David Strand
 Rich & Kathy Svanda
 Denise Swanson
 Lee & Gaylene Switzer
 Terry Overacker Plumbing
 Tournament Liquors
 Three Rivers Park District
 Chris Tiedeman
 Shirley Tobias
 TPAC
 Trotbrook Financial
 Pete & Brenda Turok
 Twin Cities Live
 Renea Tyo
 Kurt & Cindy Ulrich
 Urban Air Adventure Park
 Valleyfair
 Victory Auto
 Village Bank
 Vistage International
 Carol Voelker
 Rick Volden
 Carol Wahl
 Connor & Annalise Walsh
 Bernice Ward
 Weaver Brothers Co
 Andy Weaver
 Charlie Weaver
 Julie Weaver
 Sam Weaver
 Sandy Weaver
 Tom Weaver
 Mitch & Nancy Webster
 Roy & Julia Welter
 David & Julie Weseman
 Lance & Martha West
 Western Bank
 Chuck & Sandra Wilkinson
 William A. Irvin Ship
 Richard & Sandra Willows
 Tom & Susan Wilson
 Clark Wold
 David Wolvertson
 Vicki Wredberg
 Christime Zimmer
 Wanda Zurn

Statement of Activities & Financial Position

Activities

Support & Revenue

Program Service Fees	4,682,348
Community Based Income	445,595
Production Income	181,810
Donations & Special Events	416,496
Grants	214,983
Investment Income	(33,827)
Other Income	73,525
Total Revenue	5,980,930

Expenses

Program Services	4,990,412
Administration & General	552,888
Fundraising	87,053
Total Expense	5,630,353
Revenue/Expenses	350,577

Financial Position

Assets

Current Assets

Checking/Savings	582,175
Investments	2,862,681
Accounts Receivable	749,378
Inventory	12,816
Prepaid Expenses	156,094

Total Current Assets 4,363,144

Fixed Assets

Furniture & Fixtures	287,285
Equipment	219,381
Leasehold Improvements	47,520
Vehicles	1,075,103
Less: Accumulated Depreciation	(1,189,903)

Total Fixed Assets 439,386

Total Assets 4,802,530

Liabilities & Net Assets

Current Liabilities

Accounts Payable	23,371
Accrued Wages	60,000
Accrued Pension	51,037
Other Accruals	2,986

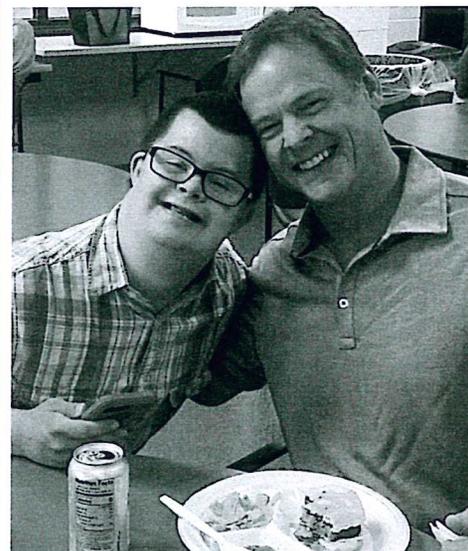
Total Current Liabilities 137,394

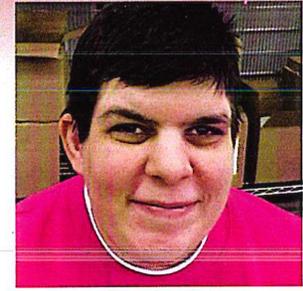
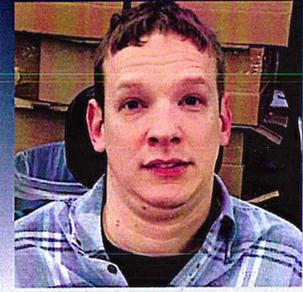
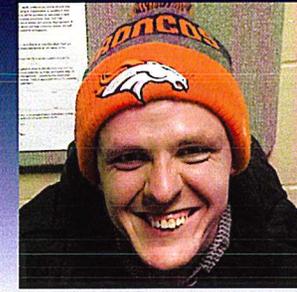
Net Assets

Unrestricted Net Assets	1,771,663
Designated Net Assets	2,344,648
Donor Restricted Net Assets	548,825

Total Net Assets 4,665,136

Total Liabilities & Net Assets 4,802,530





Achieve SERVICES, INC.

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Connect

