



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

1. CALL TO ORDER
2. OATHS OF OFFICE COUNCILMEMBER DELFS
3. COUNCILMEMBER WENDLING
4. MAYOR HANSEN
5. ROLL CALL
6. PLEDGE OF ALLEGIANCE
7. ADDITIONS OR CORRECTIONS TO AGENDA
8. DISCUSSION FROM THE FLOOR
9. **CONSENT AGENDA:**
 - A. Approval of Minutes – December 17, 2018
 - B. Public Right of Way Application – Comcast
 - C. Public Right of Way Application – Centerpoint Energy
 - D. Resolution 19-01 Accepting Monetary Donation
 - E. Spring Lake Park 2019 Engagement Letter for City Attorney Services
 - F. Request for Contractor’s Payment No. 1 – 2018 Well No. 4 and 5 Maintenance Project
 - G. Approval of Agreement with State Plan of Operation Between the State of MN and Spring Lake Park Police Department
 - H. Contractor’s Licenses
 - I. Sign Permit
 - J. Correspondence
10. PUBLIC WORKS REPORT
11. CODE ENFORCEMENT REPORT
12. NEW BUSINESS
 - A. 2019 Appointments
 - B. Schedule Work Session
13. ENGINEERS REPORT
14. ATTORNEY’S REPORT
15. REPORTS
 - A. Beyond the Yellow Ribbon Report
16. OTHER
 - A. Administrator Reports
17. ADJOURN

**SEE REVERSE SIDE 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 December 17, 2018 at the Spring Lake Park Community Center, 1301 81st Avenue N.E., at 7:00 P.M.

1. Call to Order

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

2. Roll Call

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

Members Absent: None

Staff Present: Public Works Director Randall; Police Chief Ebeltoft; Building Official Brainard; Parks and Recreation Director Rygwall; Engineer Gravel; Attorney Thames; Administrator Buchholtz and Executive Assistant Gooden

Visitors: Paddy Jones, Ham Lake
John Crudo, Green Lights Recycling, Blaine

3. Pledge of Allegiance

4. Additions or Corrections to Agenda

Administrator Buchholtz requested that Item 6H, Right of Way Permit Application – CenterPoint Energy, be added to the agenda.

5. Discussion From The Floor

President John Crudo of Green Lights Recycling, presented Recycling Coordinator and Special Projects Coordinator Wanda Brown with the 2018 Leadership Award from Green Lights Recycling, recognizing her Lifetime Achievement for Excellence in Sustainable Environmental Recycling.

6. Consent Agenda:

Mayor Hansen reviewed the following Consent Agenda items:

- A. Approval of Minutes – December 3, 2018
- B. General Operations Disbursements #18-21 - \$303,652.70
- C. Approval of Contract with SafeAssure for Workplace Safety Services
- D. Approval of Right of Way Applications (3) – CenterPoint Energy
- E. Contractor's Licenses
- F. Business Licenses – Massage Therapy, Liquor, 2 AM, Cigarette and Dance Licenses
- G. Correspondence
- H. Right of Way Permit Application – CenterPoint Energy

Councilmember Wendling requested discussion on the Massage Therapy Business License. He inquired if the background checks that have been conducted reviewed prior violations that may exist on the individual.

Chief Ebeltoft explained that the background investigation review any prior violations in the trades that the license is applied for. He stated that if there are any violations, follow up investigation is completed with other local law enforcement agencies.

Administrator Buchholtz stated that staff will be working on updating the Massage Therapy Ordinance to have consistency with that of neighboring communities Massage Therapy ordinances.

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

7. Public Hearing

A. Lincoln Pawn – Pawn Shop License Renewal

Mayor Hansen opened the Public Hearing at 7:10 PM.

Administrator Buchholtz reported that a public hearing had been duly called and noticed to consider the renewal of the pawnbroker license for Lincoln Pawn. He stated that the Police Department ran a call for service query for 2019 nothing of concern arose from that inquiry.

Administrator Buchholtz stated that staff recommends approval of the pawnbroker license renewal for Lincoln Pawn. Chief Ebeltoft confirmed that business works well with the Police Department when issues of stolen property occurs and there is good communication with the business.

Mayor Hansen asked for discussion from the floor, hearing none. The public hearing was closed at 7:12 PM.

MOTION MADE COUNCILMEMBER WENDLING TO APPROVE LINCOLN PAWN SHOP LICENSE RENEWAL LICENSE. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

B. 2019 Fee Schedule

Administrator Buchholtz presented the 2019 Fee Schedule for the City Council adoption. He provided an overview of the changes to several fees. He highlighted the changes to the schedule including: 1.) the escrow for a Conditional Use Permit for the R-1 District from \$200 to \$250; 2.) increase in escrow for the R-1 Variance from \$250 to \$300; 3.) Park Dedication fee increase from 4 percent from \$2,116 to \$2,200/unit, reflecting a rise in the Construction Cost Index; 4.) rental housing license increase for single family fee from \$120 to \$150; Duplex increase from \$175 to \$200; Apartment increase from \$200 per building to \$250 per building; Excessive consumption fee increase from \$35 to \$50 per incident; Conversion fee from \$500 to \$750 and the late conversion fee increase from \$700 to \$1000; 5.) the WAC fee will increase to \$1,100; 6.) increase in background investigation fee for massage therapist enterprise licenses from \$50 to \$200; 7.) increase in the background investigation fee for massage therapist licenses from \$50 to \$100; 8.) the disconnect tag fees increases from \$15 to \$25; 8.) the SAC administrative fee will increase from \$85 to \$100 and 8.) demolition fees will increase by \$50 for both residential and commercial.

Mayor Hansen opened the public hearing at 7:13 PM. There were no comments from the public.

Councilmember Goodboe-Bisschoff inquired what the late conversion fee was. Administrator Buchholtz explained that the fee applies to applicants who are caught after the property has been converted into a rental property. Building Official Brainard added that this late fee helps to discourage homes to become rental properties and to be assessed with additional fees.

Councilmember Goodboe-Bisschoff inquired if the rental fee applies to homes that are rented out to relative of the the homeowners. Administrator Buchholtz explained that if the owner of the home does not live at the property and is collecting rent then the home would be considered a rental property.

Mayor Hansen closed the public hearing at 7:20 PM.

MOTION MADE BY MAYOR HANSEN TO CLOSE THE PUBLIC HEARING FOR THE 2019 FEE SCHEDULE. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

8. Police Report

Police Chief Ebeltoft reviewed the November 2018 department statistics.

Chief Ebeltoft reported that the Police Department responded to five hundred fifty six calls for service for the month of November 2018 compared to five hundred twenty five calls for service in November 2017.

Chief Ebeltoft reported the Police Department continues to try to help the youth in our communities by donating the "Bikes4Kids". He stated that the Police Department donated 13 bikes in September 2018 and 10 in November 2018.

Chief Ebeltoft reported that Investigator Baker reported handling a caseload of 44 cases for the month of November 2018. He stated that 33 of the cases are felony in nature, seven cases are gross misdemeanor and four cases are misdemeanor in manner. He stated that Investigator Baker noted having three active forfeiture cases.

Chief Ebeltoft reported that Officer Chlebeck reported handing 16 calls for service at the local schools for the month of the November 2018. He reported that there were 22 students contacts, four escorts and four follow up investigations into school related issues. He stated that Officer Chlebeck conducted a presentation at the Spring Lake Park District office for the Transition Student Project on the topics of "Legal Rights at Age 18 and Above" and "How to Interact with Law Enforcement". Officer Chlebeck also conducted four classroom presentations at the High School.

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

9. Parks and Recreation Report

Parks and Recreation Director Rygwall reported that the Parks and Recreation Commission did not hold a meeting in November due to the General Election.

Ms. Rygwall reviewed the monthly programs and activities including the day trips that were attended. She reported that 75 people attended the Turkey Shoot event in November.

Ms. Rygwall reported that the DNR reported a good blue gill fish population in Spring Lake and they plan

restocking the lake in the spring. She stated that aerator will be running this winter on the lake and thin ice signs will be posted.

She stated that the winter activities brochure has been mailed to residents. She reminded residents to register early as classes fill quickly. She reported that there will be no warming house at Terrace Park but there the warming house at Able will be open and rink lights will be on until 10:00 PM. She reported that the Parks and Recreation Department has ice skates available to check out and use during the winter months. She encouraged used skates to be donated to the Department for use by others to try out the winter sport.

10. Ordinances and/or Resolutions

A. Resolution 18-53 Adopting Final 2018 Taxes Collectable in 2019

MOTION MADE BY MAYOR HANSEN TO APPROVE RESOLUTION 18-53 ADOPTING FINAL 2018 TAXES COLLECTABLE IN 2019. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

B. Resolution 18-54 Requesting Extension Deadline for Comprehensive Plan

Administrator Buchholtz reported that over the past year, the City has been working with its consultant planner, Phil Carlson of Stantec on the required update to the City's Comprehensive Plan. He stated that the update is officially due on December 31, 2018.

Administrator Buchholtz reported that the City submitted the draft Comprehensive Plan to the Metropolitan Council on August 9, 2018. He stated that on November 26, 2018, the Metropolitan Council submitted 10 pages of comments on the draft Comprehensive Plan. He stated that City staff is currently reviewing the comments and incorporating them into the plan. He stated that unfortunately, there is no way to complete that task and meet the official deadline.

Administrator Buchholtz stated that staff is seeking a resolution from the City Council requesting an extension to the comprehensive plan deadline from December 31, 2018 until June 30, 2019.

Councilmember Delfs inquired if the Council will have the opportunity to review the additional comments that are added before the plan is resubmitted. Administrator Buchholtz stated that a second Public Hearing will need to be held in front of the Planning Commission and then the plan will be forwarded to the City Council for their approval.

Councilmember Wendling inquired if there was a common theme on the comments received or if there was one area of the plan that the comments focused on. Administrator Buchholtz stated that the most common theme was density and having enough land for the redevelopment and anticipated population growth by 2040.

MOTION MADE MAYOR HANSEN TO APPROVE RESOLUTION 18-54 REQUESTING EXTENSION DEADLINE FOR COMPREHENSIVE PLAN. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

11. New Business

A. Adoption of 2019 General Fund Budget

Administrator Buchholtz presented the 2019 General Fund budget to the City Council. He reported that the budget represents a balanced budget with revenues and expenditures totaling \$4,314,187.00. He stated that

staff is seeking approval of the balanced budget.

MOTION MADE BY MAYOR HANSEN TO APPROVE 2019 GENERAL FUND BUDGET. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

12. Engineer's Report

Engineer Gravel reported that a sewer back up on Arthur Street as a result of the sewer lining project. He stated that the liner will be removed and a new lining will be installed. He stated that this procedure is not uncommon and work is covered by the contractor.

Mr. Randall stated that the pipe is intact and in good condition. He stated that it is not a fault of the City. He thanked Mr. Brainard for his assistance in distributing fliers and doing inspections during the time of the backup.

13. Attorney's Report- None

14. Reports

Councilmember Nelson reported that there was a good turn out at the VFW for the Santa event.

Building Official Brainard provided a follow up report on the "charity home" that was discussed at the December 3, 2018 Council meeting. He stated that the home is owned by Anoka County Action Program and works with the Families First organization. He stated that the home will be rental home and not a shelter home. He stated that the Families First organization works with individuals who are in transition allowing them to live short term and establish their credit. He stated that organization does background checks on the residents and applicants.

Councilmember Goodboe-Bisschoff inquired if the home was owned by St. Timothy's Church. Mr. Brainard stated that several local churches help sponsor the home.

15. Administrator Reports

Administrator Buchholtz stated that the ribbon cutting ceremony for the Legends of Spring Lake Park will be held on January 31, 2018 at 3:00 PM.

Administrator Buchholtz thanked Public Works Director Randall, Public Works Utility Worker Ken Prokott and Building Official Brainard for their work on the Arthur Street sewer back up.

16. Other- None

17. Adjourn

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

The meeting was adjourned at 7:48 PM.

Cindy Hansen, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer



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

NAME/COMPANY: Comcast

GOPHER 1-CALL REG. NO.: _____

ADDRESS: 4255 Lexington Ave N. Suite 100. Arden Hills, MN 55126

PHONE: 651-493-5188 FAX: 651-493-5116

E-MAIL ADDRESS: neil_gibbons@comcast.com

NAME OF REPRESENTATIVE: Neil Gibbons

REPRESENTATIVE PHONE NO'S.: 612-559-1035

DESCRIPTION OF PROPOSED WORK: including a start date and completion date:

Underground cable/conduit installation: Directional bore for placement of new conduit/cable from existing pole in boulevard of Taylor St. on to private property to building at 7766 Highway 65 NE. (Job # SM 34695)

START DATE: 12/26/18 COMPLETION DATE: 6/26/19

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: 282 Feet = 187.40

1 hole = 150.00

\$347.40

OK. 12/19/18
TR.

Scott T. Sandkamp

Authorized Representative Signature

12/18/2018

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) |

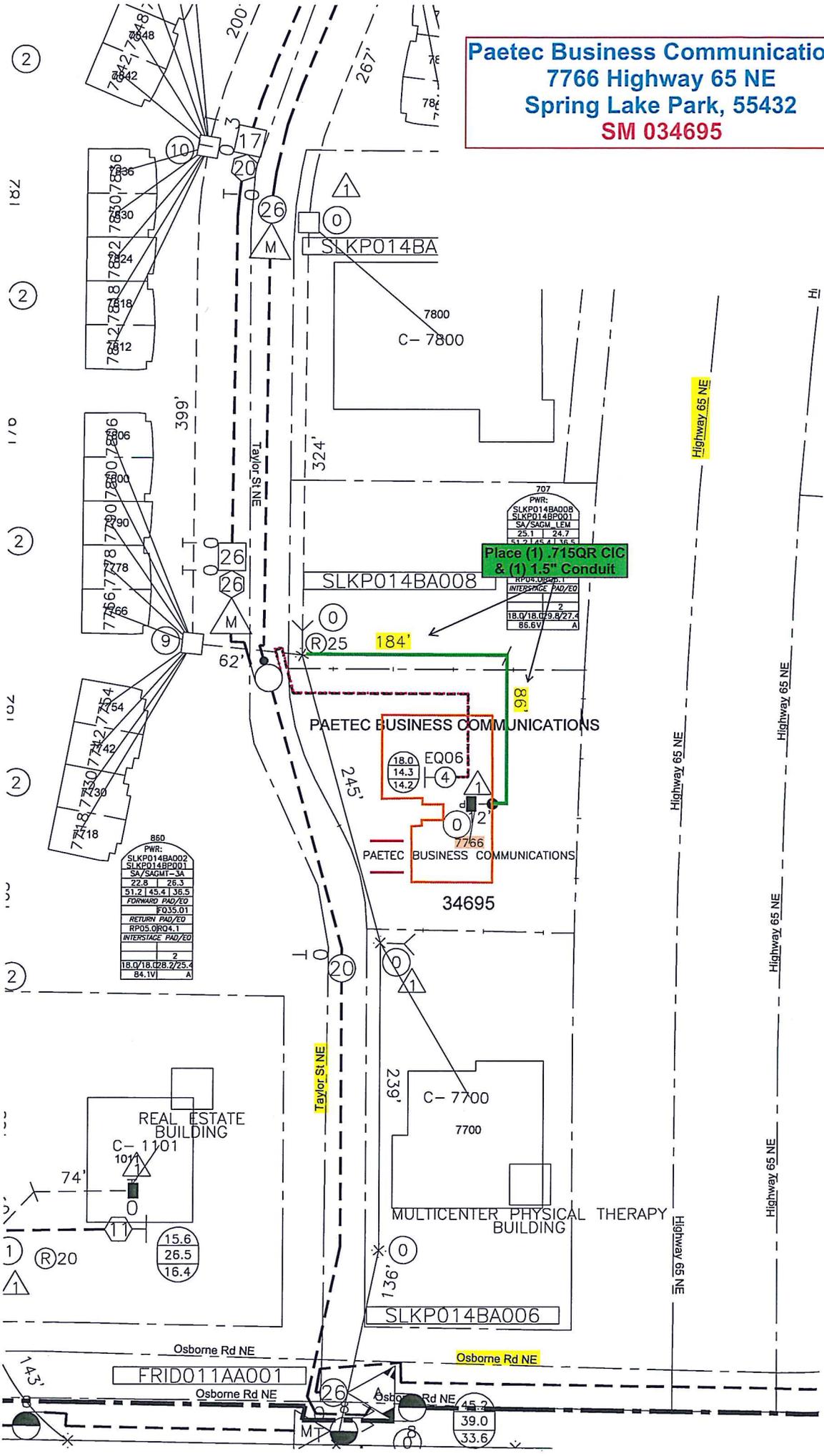
- PERMIT FEES: Excavation Hole - \$150.00 Emergency Hole - \$55.00
 Trench - \$70.00/100'+Hole fee Obstruction Fee - \$50.00+.05/Ft.

Receipt No.:

Date:

Initials:

Paetec Business Communications
7766 Highway 65 NE
Spring Lake Park, 55432
SM 034695



Place (1) .715QR CIC & (1) 1.5" Conduit

PWR:	
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SLKP014BP001	
SA/SAGM - 3A	
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51.2	45.4
136.5	
FORWARD PAD/ED	
EQ35.01	
RETURN PAD/ED	
RP05.0R04.1	
INTERFACE PAD/ED	
2	
18.0	18.0
28.2	25.4
84.1V	A

PWR:	
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SLKP014BP001	
SA/SAGM - 1EM	
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51.2	45.4
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RP05.0R04.1	
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FRID011AA001

Osborne Rd NE

Highway 65 NE

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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# 88564949 MGC# 18-6607

NAME/COMPANY: CENTERPOINT ENERGY

GOPHER 1-CALL REG. NO.: 0029

ADDRESS: 700 LINDEN AVE W, MINNEAPOLIS, MN 55403

PHONE: 612-321-5532 **FAX:** 612-321-5480

E-MAIL ADDRESS: jodell.cox@centerpointenergy.com

NAME OF REPRESENTATIVE: JODY COX

REPRESENTATIVE PHONE NO'S.: 612-321-5532

DESCRIPTION OF PROPOSED WORK: including a start date and completion date:

INSTALL A NEW GAS SERVICE

TO: 8030 MCKinley ST NE

START DATE: 1/14/2019 **COMPLETION DATE:** 6/30/2019

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: _____

Jody Cox
 Authorized Representative Signature

Please waive permit fees per franchise agreement

12/28/18
 Date

FOR OFFICE USE ONLY

- PROOF OF CERTIFICATE OF INSURANCE:
- SCALED DRAWING SHOWING LOCATION
- COPY OF INSURANCE POLICIES
(If Corporation; from Secretary of State)

- VERIFICATION DATE: _____
- LETTER OF CREDIT OR CONST. BOND
 - COPY OF CERTIFICATE OF AUTHORITY
(From M.P.U.C., State, or Federal Agency)

- PERMIT FEES:**
- Excavation Hole - \$150.00
 - Trench - \$70.00/100'+Hole fee

- Emergency Hole - \$55.00
- Obstruction Fee - \$50.00+.05/Ft.

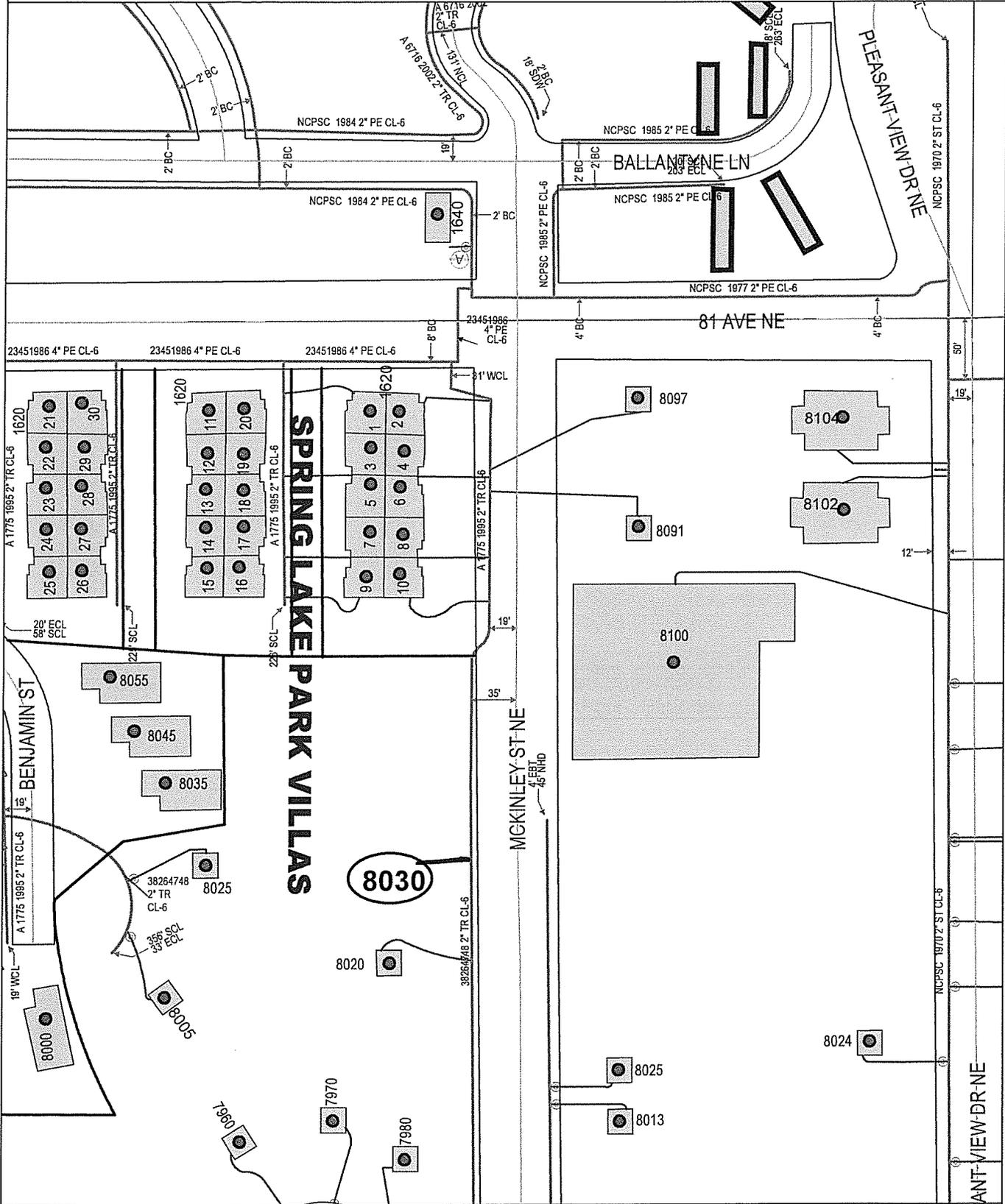
Receipt No.:

Date:

Initials:

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

GENERAL LOCATION ONLY. DO NOT USE TO LOCATE FOR EXCAVATION. CALL 1-800-252-1166 FOR ONSITE LOCATIONS AND STAKING.



Plotted by: I222371
 Plot Date: 12/26/2018

8030 MCKINLEY ST NE
 SPRING LAKE PARK

Scale: 1" = 100'



RESOLUTION NO. 19-01
RESOLUTION ACCEPTING MONETARY DONATION

WHEREAS, Debbra Kuehn and Dennis Cooper, are a local residents of City of Spring Lake Park and;

WHEREAS, they graciously made a monetary donation of \$50 to the Spring Lake Park Police Department and

WHEREAS, the donation will placed in the Spring Lake Park Police Department Budget for training and conference expenses; and,

NOW, THEREFORE, BE IT RESOLVED that the City Council of Spring Lake Park expresses the gratitude of the members of the Police Department and citizens of Spring Lake Park to Debbra Kuehn and Dennis Cooper for their generous donation.

The foregoing Resolution was moved for adoption by Councilmember .

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

And the following voted against the same:

Whereupon the Mayor declared said Resolution duly passed and adopted this the 7th day of January, 2019.

Cindy Hansen, Mayor

ATTEST:

Daniel Buchholtz, Administrator



Memorandum

To: Mayor Hansen and Members of the City Council
From: Daniel R. Buchholtz, MMC, Administrator, Clerk/Treasurer
Date: December 6, 2018
Subject: Engagement Letter – City Attorney Services

Carson, Clelland and Schreder has sent an engagement letter for 2019 civil and criminal services.

Rates for 2019 will remain the same as they were in 2018 and 2017.

If the City Council has been satisfied with the services provided by Carson, Clelland and Schreder, staff would recommend approval of the Engagement Letter for 2019.

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

ENGAGEMENT LETTER

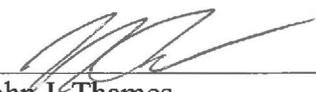
The Law Firm of Carson, Clelland & Schreder agrees to represent the City of Spring Lake Park for civil legal services and for municipal prosecution services in 2019.

Civil services include meeting attendance, staff consultation and the production of work relating to ordinances, zoning, special assessments, development contracts and other contractual matters. In addition to the before mentioned subjects, any other services as needed and directed by the City Council will be gladly performed. Charges for the civil work will be \$70.00 per hour for paralegal assistant and \$142.50 per hour for attorney.

The criminal prosecution services include the prosecution of petty misdemeanors, misdemeanors and gross misdemeanors as they occur; review and preparation of criminal complaints and consultation and advice with officers and police administration. The prosecution services include vehicle forfeitures. The prosecution services are billed on a flat fee basis, at a monthly retainer rate of \$6,750 per month.

The firm will also provide human resources and labor consultation and representation if desired by the City. These services will be billed at the civil rate.

Sincerely,



John J. Thames
on behalf of Carson, Clelland & Schreder

APPROVED BY CITY OF SPRING LAKE PARK

By: _____
Its Mayor

By: _____
Its Clerk



Stantec Consulting Services Inc.
2335 Highway 36 West
St. Paul MN 55113
Tel: (651) 636-4600
Fax: (651) 636-1311

December 19, 2018

Honorable Mayor and City Council
City of Spring Lake Park
1301 81st Avenue NE
Spring Lake Park, MN 55432

Re: 2018 Well No. 4 and 5 Maintenance Project
Project No. 193804554
Contractor's Request for Payment No. 1

Dear Mayor and Councilmembers:

Attached for your approval is Contractor's Request for Payment No. 1 for the 2018 Well No. 4 and 5 Maintenance Project. The prime Contractor on this project is Keys Well Drilling Company.

This request covers the maintenance operations on Well No. 4. Total work on Well No. 4 to date is \$49,774.00, which is below the base bid amount of \$79,610.00 for Well No. 4. Due to excessive wear on the pump at Well No. 4, an alternate bid item to furnish a new pump was employed. However, the total work on Well No. 4 is still \$29,836.00 under the base bid. Other than minor startup costs for Well No. 4 in early December, no additional pay items are expected for this well.

Maintenance work on Well No. 5 is expected to begin by the end of December.

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 Keys Well Drilling Company in the amount of \$47,285.30.**

Please execute the payment request documents. Keep one copy for your records, forward two copies to Keys Well Drilling (one for them and one for their bonding company), and return one copy to Stantec. Feel free to contact Mark Janovec or me if you have any questions.

Regards,
Stantec Consulting Services, Inc.

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

Phil Gravel
City Engineer

Enclosures



Owner: Spring Lake Park, 1301 81st Avenue NE, Spring Lake Park, MN 55432	Date: December 18, 2018
For Period: 09/17/2018 to 11/30/2018	Request No: 1
Contractor: Keys Well Drilling Company, 1156 Homer Street, St. Paul, MN 55116	

CONTRACTOR'S REQUEST FOR PAYMENT
 2018 WELL NO. 4 AND 5 MAINTENANCE PROJECT
 STANTEC PROJECT NO. 193804554

SUMMARY

1	Original Contract Amount		\$	<u>241,210.00</u>
2	Change Order - Addition	\$	<u>0.00</u>	
3	Change Order - Deduction	\$	<u>0.00</u>	
4	Revised Contract Amount		\$	<u>241,210.00</u>
5	Value Completed to Date		\$	<u>49,774.00</u>
6	Material on Hand		\$	<u>0.00</u>
7	Amount Earned		\$	<u>49,774.00</u>
8	Less Retainage 5%		\$	<u>2,488.70</u>
9	Subtotal		\$	<u>47,285.30</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>47,285.30</u></u>

Recommended for Approval by:
STANTEC



Approved by Contractor:
KEYS WELL DRILLING COMPANY



Approved by Owner:
CITY OF SPRING LAKE PARK

Date:

Specified Contract Completion Date:

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
PART 1 - WELL PUMP FACILITY NO. 4 REPAIRS:							
1	REMOVE AND REINSTALL LINE SHAFT TURBINE PUMP AND MOTOR. VIBRATION TESTING (PRE AND POST).	LS	1	\$9,900.00	1.00	1.00	\$9,900.00
2	FURNISH AND INSTALL NEW DISCHARGE HEAD BEARING	LS	1	\$300.00	1.00	1.00	\$300.00
3	FURNISH STAINLESS STEEL PUMP HEAD SHAFT	LS	1	\$550.00	1.00	1.00	\$550.00
4	8" X 10', SCH 40, LINE SHAFT COLUMN PIPE WITH COUPLING	EA	35	\$375.00	34.00	34.00	\$12,750.00
5	8" X 5', SCH 40, LINE SHAFT COLUMN PIPE WITH COUPLING	EA	1	\$300.00	1.00	1.00	\$300.00
6	8" X 10', SCH. 40, SUCTION PIPE	EA	1	\$300.00	1.00	1.00	\$300.00
7	1-11/16" X 10', STAINLESS STEEL LINE SHAFT	EA	35	\$280.00	0.00	0.00	\$0.00
8	1-11/16" X 5', STAINLESS STEEL LINE SHAFT	EA	1	\$210.00	0.00	0.00	\$0.00
9	1-11/16", STAINLESS STEEL, LINE SHAFT COUPLING	EA	1	\$40.00	0.00	0.00	\$0.00
10	BEARING RETAINER W/RUBBER BEARING	EA	1	\$110.00	0.00	0.00	\$0.00
11	REMOVE EXISTING BEARING AND INSTALL NEW RUBBER BEARING	EA	35	\$30.00	35.00	35.00	\$1,050.00
12	FURNISH STAINLESS STEEL BOWL SHAFT	LS	1	\$525.00	0.00	0.00	\$0.00
13	FURNISH AND INSTALL COMPLETE SET OF BOWL BEARINGS	LS	1	\$1,500.00	0.00	0.00	\$0.00
14	MACHINE BOWL AND IMPELLER AND INSTALL BRONZE WEAR RING PER STAGE	EA	7	\$425.00	0.00	0.00	\$0.00
15	REASSEMBLE BOWL ASSEMBLY	LS	1	\$350.00	0.00	0.00	\$0.00
16	PAINT DISCHARGE HEAD, MOTOR, COLUMN, BOWL, AND SUCTION PIPE	LS	1	\$2,200.00	1.00	1.00	\$2,200.00
17	REMOVE EXISTING WATER LEVEL TUBING. INSTALL NEW WATER LEVEL MONITOR TUBING	LF	350	\$1.50	360.00	360.00	\$540.00
18	SHOP TIME FOR WELL PUMP REPAIRS	HR	25	\$90.00	25.00	25.00	\$2,250.00
19	CONTINGENCY ALLOWANCE FOR MOTOR AND MISCELLANEOUS REPAIRS	LS	1	\$8,000.00	0.223	0.223	\$1,784.00
20	TRANSPORT TO AND ERECT ON THE JOB SITE A WELL RIG WITH ALL NECESSARY EQUIPMENT, TOOLS, CONTAINMENT PITS, AND MATERIALS FOR CLEANING AND SAND REMOVAL PURPOSES. INCLUDING SITE RESTORATION AND SODDING OF ALL DISTURBED AREAS.	LS	1	\$7,500.00	0.00	0.00	\$0.00
21	AIR LIFT ACCUMULATED SAND FROM THE BOTTOM OF WELL	CY	100	\$125.00	0.00	0.00	\$0.00
22	WIRE BRUSH INTERIOR SURFACE OF WELL CASING	LS	1	\$4,000.00	1.00	1.00	\$4,000.00
23	TELEVISION INSPECTION OF WELL	LS	1	\$1,600.00	1.00	1.00	\$1,600.00
TOTAL PART 1 - WELL PUMP NO. 4 REPAIRS							\$37,524.00
PART 2 - WELL PUMP FACILITY NO. 5 REPAIRS:							
24	REMOVE AND REINSTALL LINE SHAFT TURBINE PUMP AND MOTOR. VIBRATION TEST (PRE AND POST)	LS	1	\$13,000.00	0.00		\$0.00
25	FURNISH AND INSTALL NEW DISCHARGE HEAD BEARING	LS	1	\$300.00	0.00		\$0.00
26	FURNISH STAINLESS STEEL PUMP HEAD SHAFT	LS	1	\$550.00	0.00		\$0.00
27	10" X 10', SCH 40, LINE SHAFT COLUMN PIPE WITH COUPLING	EA	40	\$575.00	0.00		\$0.00
28	10" X 5', SCH 40, LINE SHAFT COLUMN PIPE WITH COUPLING	EA	1	\$400.00	0.00		\$0.00
29	10" X 10', SCH. 40, SUCTION PIPE	EA	1	\$450.00	0.00		\$0.00
30	1-11/16" X 10', STAINLESS STEEL LINE SHAFT	EA	40	\$280.00	0.00		\$0.00
31	1-11/16" X 5', STAINLESS STEEL LINE SHAFT	EA	1	\$210.00	0.00		\$0.00
32	1-11/16", STAINLESS STEEL, LINE SHAFT COUPLING	EA	1	\$40.00	0.00		\$0.00
33	BEARING RETAINER W/RUBBER BEARING	EA	1	\$150.00	0.00		\$0.00
34	REMOVE EXISTING BEARING AND INSTALL NEW RUBBER BEARING	EA	35	\$30.00	0.00		\$0.00
35	FURNISH STAINLESS STEEL BOWL SHAFT	LS	1	\$525.00	0.00		\$0.00

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
36	FURNISH AND INSTALL COMPLETE SET OF BOWL BEARINGS	LS	1	\$1,500.00	0.00		\$0.00
37	MACHINE BOWL AND IMPELLER AND INSTALL BRONZE WEAR RING PER STAGE	EA	6	\$425.00	0.00		\$0.00
38	REASSEMBLE BOWL ASSEMBLY	LS	1	\$350.00	0.00		\$0.00
39	PAINT DISCHARGE HEAD, MOTOR, COLUMN, BOWL, AND SUCTION PIPE	LS	1	\$2,800.00	0.00		\$0.00
40	REMOVE EXISTING WATER LEVEL TUBING. INSTALL NEW WATER LEVEL MONITOR TUBING	LF	400	\$1.50	0.00		\$0.00
41	SHOP TIME FOR WELL PUMP REPAIRS	HR	25	\$90.00	0.00		\$0.00
42	CONTINGENCY ALLOWANCE FOR MOTOR AND MISCELLANEOUS REPAIRS	LS	1	\$8,000.00	0.00		\$0.00
43	TRANSPORT TO AND ERECT ON THE JOB SITE A WELL RIG WITH ALL NECESSARY EQUIPMENT, TOOLS, CONTAINMENT PITS, AND MATERIALS FOR CLEANING AND SAND REMOVAL PURPOSES. INCLUDING SITE RESTORATION AND SODDING OF ALL DISTURBED AREAS.	LS	1	\$12,500.00	0.00		\$0.00
44	AIR LIFT ACCUMULATED SAND FROM THE BOTTOM OF WELL	CY	100	\$175.00	0.00		\$0.00
45	WIRE BRUSH INTERIOR SURFACE OF WELL CASING	LS	1	\$4,400.00	0.00		\$0.00
46	TELEVISION INSPECTION OF WELL	LS	1	\$1,600.00	0.00		\$0.00
TOTAL PART 1 - WELL PUMP NO. 5 REPAIRS							\$0.00
ADDITIONAL UNIT PRICES WELL NO. 4:							
47	FURNISH A COMPLETE NEW PUMP BOWL AT SPECIFIED CONDITIONS FOR WELL NO. 4	LS	1	\$12,250.00	1	1	\$12,250.00
48	FURNISH AND INSTALL A NEW 200 HP MOTOR WELL NO. 4.	LS	1	\$15,850.00	0		\$0.00
ADDITIONAL UNIT PRICES WELL NO. 5:							
49	FURNISH A COMPLETE NEW PUMP BOWL AT SPECIFIED CONDITIONS FOR WELL NO. 5	LS	1	\$12,725.00	0		\$0.00
50	FURNISH AND INSTALL A NEW 200 HP MOTOR WELL NO. 5.	LS	1	\$15,850.00	0		\$0.00
BASE BID:							
TOTAL PART 1 - WELL PUMP NO. 4 REPAIRS							\$37,524.00
TOTAL PART 2 - WELL PUMP NO. 5 REPAIRS							\$0.00
ADDITIONAL UNIT PRICES WELL NO. 4							\$12,250.00
ADDITIONAL UNIT PRICES WELL NO. 5							\$0.00
TOTAL BASE BID							\$49,774.00

PROJECT PAYMENT STATUS

OWNER CITY OF SPRING LAKE PARK
 STANTEC PROJECT NO. 193804554
 CONTRACTOR KEYS WELL DRILLING COMPANY

CHANGE ORDERS

No.	Date	Description	Amount
Total Change Orders			

PAYMENT SUMMARY

No.	From	To	Payment	Retainage	Completed
1	09/17/2018	11/30/2018	47,285.30	2,488.70	49,774.00

Material on Hand

Total Payment to Date		\$47,285.30	Original Contract	\$241,210.00
Retainage Pay #	1	2,488.70	Change Orders #	
Total Amount Earned		\$49,774.00	Revised Contract	\$241,210.00

**STATE PLAN OF
OPERATION BETWEEN THE
STATE OF Minnesota
AND THE
Spring Lake Park Police Department**

Law Enforcement Agency (LEA) NAME

I. PURPOSE

This State Plan of Operation (SPO) is entered into between the State of Minnesota and the (LEA name) Spring Lake Park Police Department, to set forth the terms and conditions which will be binding on the parties with respect to excess Department of Defense (DOD) personal property transferred pursuant to 10 USC § 2576a in order to promote the efficient and expeditious transfer of property and to ensure accountability of the same.

II. AUTHORITY

The Secretary of Defense is authorized by 10 USC § 2576a to transfer to Federal and State/Territory Law Enforcement Agencies (LEAs), personal property that is excess to the needs of the DoD, including small arms and ammunition, that the Secretary determines is suitable to be used by such agencies in law enforcement activities, with preferences for counter-drug/counter-terrorism or border security activities, under such terms prescribed by the Secretary. The Secretary of Defense has delegated authority for management of this program to the DLA. DLA defines law enforcement activities as activities performed by governmental agencies whose primary function is the enforcement of applicable Federal, State/Territory, and local laws and whose compensated law enforcement officers have powers of arrest and apprehension. This program is known as the Law Enforcement Support Program and commonly referred to as the "LESO Program" or "1033 Program" and is administered by DLA Disposition Services, LESO.

III. GENERAL TERMS AND CONDITIONS

A.

Operational Authority

The Governor of the State of Minnesota has designated in writing with an effective date of September 14, 2016 to implement this program statewide as well as conduct management and oversight of this program. Funding / Budgeting to administer this program is provided by the Minnesota Dept. of Public Safety, Division of Homeland Security and Emergency Management. The provided funding is used to support assistance to the LEAs with customer service to include computer / telephone assistance and physical visits to the LEAs to assist with acquiring access to the LESO Program. The staffing to provide the support to the LEAs within the State of Minnesota

State Coordinator (SC): Joe Neuberger

State Point of Contact (SPOC): Jacob Beauregard

State Point of Contact (SPOC): Cassie Calametti

The following is the facility / physical location and business hours to provide customer service to those LEAs currently enrolled, as well as interested participants of the LESO Program:

Agency Address / Location: 445 Minnesota St., Suite 223 St. Paul, MN 55101

E-Mail / Contact Phone Numbers: Joe.Neuberger@state.mn.us / 651-201-7408

E-Mail / Contact Phone Numbers: Jacob.Beauregard@state.mn.us / 651-201-7474

E-Mail / Contact Phone Numbers: Cassie.Calametti@state.mn.us / 651-201-7446

Fax Number: 651-797-1240

Hours of Operation: M-F 0700-1500

- B. All property is transferred and recipient (*LEA name*) Spring Lake Park Police Department agrees to accept property on an as-is, where-is basis. The DLA has final authority to determine the type, quantity, and allocation of excess DoD personal property suitable for law enforcement activities.
- C. This agreement creates no entitlement to the State or Territory to receive excess DoD personal property. DLA retains the right to recall any property during the period that it is conditionally transferred.
- D. The (*LEA name*) Spring Lake Park Police Department understands that property made available under this agreement is for the use of authorized program participants only. Authorized participants who receive property from the LESO Program will not loan, donate, or otherwise provide property to other groups or entities that are not otherwise authorized to participate in the Program. Authorized participating agencies may, with prior approval from the State/Territory on a temporary basis, conditionally loan property to another participating agency as their mission requires, utilizing an Equipment Custody Receipt (ECR). Property temporarily loaned will be returned to the LEA responsible for the accountability. All requests for property will be based on bona fide law enforcement requirements.
- E. Controlled property (equipment) includes any property that has a Demilitarization (DEMIL) Code of B, C, D, E, F, G, and Q3.

To receive such property, on an annual basis the LEA shall certify (Ref: 10 U.S. Code § 2576a):

- 1) That it has obtained the authorization of the relevant local governing body authority (city council, mayor etc.) to participate in the program.
- 2) That it has adopted publicly available protocols for the appropriate use of controlled property, the supervision of such use, and the evaluation of the effectiveness of such use, including auditing and accountability policies.

- 3) That it provides annual training to relevant personnel on the maintenance, sustainment, and appropriate use of controlled property.
- F. The (LEA name) Spring Lake Park Police Department will maintain and enforce regulations designed to impose adequate security and accountability measures for controlled property to mitigate the risk of loss or theft.
- G. Upon approval of written requests, cannibalization may be performed on approved aircraft, armored vehicles, and High Mobility Multipurpose Wheeled Vehicles (HMMWVs). Requests will be submitted in writing to the State and approved by the LESO for approval. The cannibalized end item must be returned to DLA Disposition Services within the allotted timeframes determined by the LESO.
- H. The LESO conditionally transfers all excess DoD property to States/Territories/LEAs enrolled in the LESO Program. Title or ownership of controlled property will remain with the DoD in perpetuity and will not be relinquished to the States/Territories/LEAs. When the States/Territories/LEAs no longer has a legitimate law enforcement use for controlled property, the States/Territories/LEAs will notify the LESO and the controlled property must either be transferred to another enrolled LEA (via standard transfer process) or returned to DLA Disposition Services for disposal. The LESO reserves the right to recall controlled and non-controlled property issued through the DLA at any time.
- I. Property with a DEMIL Code of “A” and “Q” with an Integrity Code of “6” (Q6) is also conditionally transferred to the State/LEA, yet controlled for one (1) year from the ship date. However, after one (1) year from the ship date, the DLA will relinquish ownership and title to the State/Territory/LEA. Prior to this date, the State/Territory/LEA remains responsible for the accountability and physical control of the item(s) and the Program retains the right to recall the property.
- 1) Property with DEMIL Codes of “A” and “Q6” will be placed in a closed status on the LEA’s LESO inventory upon meeting the one year mark.
 - 2) Once closed, the property is no longer subject to the annual inventory requirements and will not be inventoried during a LESO Program Compliance Review (PCR).
 - 3) Ownership and title of DEMIL “A” and “Q6” items that have been closed will pass from the DoD to the LEA one year from the ship date, without issuance of any further documentation.
 - 4) LEAs receive title and ownership of DEMIL “A” and “Q6” items as governmental entities. Title and ownership of DEMIL “A” and “Q6” property does not pass from DoD to any private individual or LEA official in their private capacity. Accordingly, such property should be maintained and ultimately disposed of in accordance with provisions in State/Territory and local laws that govern public property. Sales or gifting of DEMIL “A” and “Q6” property after one year from the ship date in a manner inconsistent with State/Territory or local law may constitute grounds to deny future participation in the LESO Program.
 - 5) An SF 97 form will be provided upon physical transfer for vehicles. Recipients are authorized to make upgrades to vehicles during the one (1) year conditional period. Full title to DEMIL “A” and “Q6” property, including vehicles, will vest in the recipient after one (1) year if all other requirements of this agreement have been met. After the one (1)

year period DEMIL “A” and “Q6” items may be transferred, cannibalized for usable parts, sold, donated or scrapped.

- J. LEAs are not authorized to transfer any property on their inventory without State and LESO notification and approval. Property will not physically move until the LESO approval process is complete.
- K. Certain controlled equipment will have a documented chain of custody (i.e. Equipment Custody Receipt [ECR] or equivalent), including a signature of the recipient. Controlled equipment requiring a chain of custody are: small arms, aircraft, high profile vehicles, optics, robots, and small arm’s parts/accessories. It is encouraged to utilize ECRs for all controlled equipment. Regarding ECRs during a LESO PCR see section VI, A, 4.
- L. Sale or transfer of DEMIL Codes “A” or “Q6” property after the one (1) year conditional holding and utilization period to non-LEA participants will be executed in compliance with U.S. Export Control Regulations.
 - 1) Excess personal property may be export-controlled, regardless of the assigned DEMIL Code and regardless of the Department or Agency that donates the property.
 - 2) DEMIL Codes are not a substitute for export controls. They do not provide information on the export control requirements for an item.
 - 3) The Transferee is responsible for complying with U.S. Export Control Laws and Regulations, including the Export Administration Regulations (EAR) (15 CFR Parts 730-774) and the International Traffic in Arms Regulations (ITAR) (22 CFR Parts 120-130).
 - a) This responsibility exists independent of, and is not established or limited by, the information provided in this statement of compliance.
 - b) The responsibility includes, but is not limited to, determining the subsequent transferee’s eligibility to receive such items in accordance with U.S. Export Control Laws and Regulations.
 - c) Information on the EAR and ITAR are at: <https://www.bis.doc.gov/index.php> and <https://www.pmdtc.state.gov/index.html>.
 - d) Tips:
 - i. If Transferee has doubts about which regulation governs control of the item, they may submit a commodity jurisdiction request to the Department of State, Directorate of Defense Trade Controls to determine whether it is subject to the ITAR or EAR. Information on commodity jurisdiction requests can be found at: http://www.pmdtc.state.gov/commodity_jurisdiction/index.html.
 - ii. If Transferee is sure the item is subject to the EAR, but needs help determining the correct Export Control Classification Number (ECCN), they may submit a commodity classification request to the Department of Commerce, Bureau of

Industry and Security (BIS). Information on classification requests can be found at: <https://www.bis.doc.gov/index.php/licensing/commerce-control-list-classification/classification-request-guidelines>

- iii. For items subject to the EAR: Transferee is cautioned that prior to sale or transfer of items they should be familiar with their customer and intended end use of the items. Transferees must check prospective Transferees/buyers to ensure they are not on the Department of Commerce List of Parties of Concern (<https://www.bis.doc.gov/index.php/policy-guidance/lists-of-parties-of-concern>) and the transfer/sale complies with the EAR, including 15 CFR Part 736. BIS Export Compliance Guidelines are at: <https://www.bis.doc.gov/index.php/forms-documents/pdfs/1641-ecp/file>
- 4) The Transferee must notify all subsequent purchasers or Transferees in writing, of their responsibility to comply with U.S. Export Control Laws and Regulations.
- 5) *Definition.* “Export-controlled items,” as used in this statement of compliance, means items subject to the Export Administration Regulations (EAR) (15 CFR Parts 730-774) or the International Traffic in Arms Regulations (ITAR) (22 CFR Parts 120-130). The term includes:
 - a) “Items,” defined in the EAR 15 CFR 772.1. as “commodities”, “software”, and “technology.”
 - b) “Defense Articles, Defense Services, and related Technical Data defined in the ITAR, 22 CFR Part 120.

IV. ENROLLMENT

- A. An LEA will have at least one full-time law enforcement officer in order to enroll and/or receive property via the LESO Program. Only full-time and part-time law enforcement officers are authorized to receive property. Non-compensated reserve officers are not authorized to receive property. State law enforcement training facilities/academies may be authorized to participate in the program given the primary function is the training of bona fide State/Territory and Local law enforcement officers. Law Enforcement training facilities/academies will be reviewed and approved for participation on a case-by-case basis via concurrence of DLA Disposition Services, DLA General Counsel, and DLA J349.
- B. Unauthorized Participants. Nongovernmental law enforcement entities such as private railroad police, private security, private academies, correctional departments and prisons, or security police at private schools or colleges. Fire departments, by definition, are ineligible for the Law Enforcement Support Program.
- C. The State shall:
 - 1) Establish and implement the LESO Program eligibility criteria in accordance with 10 USC § 2576a, DLA Instructions and Manuals regarding the LESO Program, and this MOA.

- 2) Receive and process applications for participation from eligible LEAs within their state.
- 3) Collect originating agency identifier code for all new, reactivation (whether voluntary separation or termination), and otherwise suspicious applications. Originating agency identifier will be coordinated with DLA Office of the Inspector General (OIG) for validation against the Federal Bureau of Investigation's National Crime Information Center database.
- 4) Ensure only authorized LEA applications for participation are submitted to the Program for approval. Applications are required by the LESO Standard Operating Procedures (SOP) to be submitted within thirty (30) days of both the CLEO's and the State's/Territory's approved signature and date.
- 5) Validate the authenticity of the LEAs within their State/Territory that are applying for participation. If the State/Territory forwards an unauthorized participant application, this may result in a formal suspension of the State/Territory.
- 6) Determine the qualifications of a full-time law enforcement officer.
- 7) Have sole discretion to disapprove LEA applications on behalf of the Governor of their State/Territory. The LESO should be notified of any applications disapproved at the State/Territory level. The State/Territory will only forward and recommend/certify LEAs to the LESO that are government agencies whose primary function is the enforcement of applicable Federal, State/Territory, and local laws and whose compensated officers have the powers of arrest and apprehension. The LESO retains final approval/disapproval authority for all LEA applications forwarded by the States/Territories.
- 8) Ensure LEAs enrolled in the Program update the LEA's account information annually, or as needed. This may require the LEA to submit an updated application. Updated applications are required to be submitted for, but are not limited to, the following reasons: a change in CLEO, the addition or removal of a screener, and/or a change in the LEA's address or contact information.
- 9) Provide a comprehensive overview of the Program to all LEAs once they are approved for enrollment. This comprehensive overview will be done within thirty (30) days of an LEA receiving the LESO's approval to participate.
- 10) Ensure that screeners of property are employees of the LEA. A screener may only screen property for two Law Enforcement Agencies. Contractors may not conduct screening on behalf of the LEA.
- 11) Ensure at least one person per LEA maintains access to the Federal Excess Property Management Information System (FEPMIS), or current property accounting system. Account holders will be employees of the LEA.

V. ANNUAL INVENTORY REQUIREMENTS

- A. Per the DLA Instructions and Manuals regarding the LESO Program and this MOA, each State/Territory is required to conduct an annual physical inventory certification of all property on the

inventory. Annual inventories start on October 1 of each year and end January 31 of each year.

- 1) DEMIL "A" and "Q6" property records will not be closed during the annual inventory.

B. The State shall:

- 1) Receive and validate incoming certified inventories and reconcile inventories from the LEAs.
- 2) Ensure LEAs validate and provide serial numbers and photos identified during the annual inventory process for inclusion in the LESO property accounting system for all aircraft, armored vehicles, small arms and other unique items, as required.
- 3) Suspend a LEA as a result of the LEA's failure to properly submit certified inventories, according to the aforementioned requirements.

C. The LEA shall:

- 1) Complete and certify the annual physical inventory as required for continued participation in the program.
- 2) Adhere to additional annual certification requirements as identified by the LESO. All inventories and certification statements will be maintained on file indefinitely.
 - a) The State and LESO requires each LEA to submit certified inventories for their agency by January 31 of each year. The Fiscal Year (FY) is defined as October 1 through September 30 of each year. This gives the LEA four (4) months to physically inventory DLA LESO Program property in their possession and submit their certified inventories to their State Coordinator.
 - b) In addition to the certified inventories, the LESO requires photographs for all High- Profile property identified as aircraft, armored vehicles, small arms, and other unique items as required, received through the Program.
 - i. The LESO requires a side and data plate photo for aircraft and vehicles that are serial number controlled, received through the Program.
 - ii. The LESO requires serial number photos for each small arm received through the Program.
 - c) LEAs that fail to submit the certified annual inventory by January 31 may be suspended from operations within the Program. When a LEA is suspended, a Corrective Action Plan (CAP) will need to be submitted to the State and LESO identifying all actions taken to correct the deficiencies. Further failure to submit the certified annual inventory may result in a LEA's termination.
- 3) Be aware that High-Profile commodities (aircraft, armored vehicles and small arms) and other property may be subject to additional controls.

- 4) Ensure that an approved current SPO is uploaded in FEPMIS.

VI. PROGRAM COMPLIANCE REVIEWS

A. The LESO conducts a PCR for each State/Territory that is enrolled in the LESO Program every two (2) years. The Program reserves the right to conduct no notice PCRs, or require an annual review, or similar inspection, on a more frequent basis for any State/Territory. LESO PCRs are performed in order to ensure that State Coordinators, SPOCs, and all LEAs within a State/Territory are compliant with the terms and conditions of the LESO Program as required by 10 USC § 2576a, DLA Instruction and Manuals regarding the LESO Program, and this MOA.

- 1) If a State/Territory and/or LEA fails a PCR, the LESO will immediately suspend their operations and will subsequently issue corrective actions (with suspense dates) to the State Coordinator, which will identify what is needed to rectify the identified deficiencies within his/her State/Territory.
- 2) If a State/Territory and/or LEA fails to correct identified deficiencies by the given suspense dates, the LESO will move to terminate the Program operations within the State/Territory and/or LEA.
- 3) States/Territories and/or LEAs which fail a program compliance review will be suspended for a minimum of sixty (60) days and will not be reinstated until DLA conducts a re-inspection on the State/Territory and the State/Territory and/or LEA successfully passes the inspection.
- 4) During a LESO PCR, it is the Program's intent to physically inventory 100% of property selected for review at each LEA. The use of ECRs in lieu of physical inspection is discouraged during PCRs.

B. The State/Territory shall:

- 1) Support the LESO PCR process by:
 - a) Coordinating and forwarding completed PCR daily events schedule to the selected LEAs to be reviewed.
 - b) Contacting LEAs selected for review via phone and email to ensure they are aware of the PCR schedule and prepared for review.
 - c) Receiving inventory selections from the LESO and forwarding them to the selected LEAs.
 - d) Ensuring the LEA Points of Contact (POCs) gather the selected items in a central location to ensure the LESO can efficiently inventory the items.
 - e) Providing additional assistance to the LESO as required, prior to, during, and upon completion of the PCR.

- 2) Conduct internal PCRs of LEAs participating in the Program in order to ensure accountability, program compliance, program eligibility and validate annual inventory submissions are accurate. The State/Territory will ensure an internal PCR of at least 5% of LEAs that have a property book from the LESO Program within his/her State/Territory is completed annually. Results of internal PCRs will be kept on-file at the State Coordinator's Office.
 - a) The internal PCR will include, at minimum:
 - i. A review of the SPO signed by both parties, ensuring that the SPO is uploaded into the Station Management Utility within FEPMIS.
 - ii. A review of the LEA's application/screener letter.
 - iii. A physical inventory of DLA LESO Program property selected for review at each LEA.
 - iv. A specific review of each selected LEA's files for the following: DD Form 1348-1A for each item currently on inventory, small arms documentation, transfer documents, turn-in documents, inventory adjustment documents, exception to policy letters (if any), approved cannibalization requests (if any), or other pertinent documentation as required.
 - v. Review and confirm authenticity and eligibility of the LEA.
 - b) For uniformity purposes, the State/Territory shall utilize a PCR checklist provided by the LESO, or equivalent.
 - c) In cases that require a repossession or turn-in of property, the State/Territory and/or LEA will bear all expenses related to the repossession and/or turn-in/transfer of DLA LESO Program property to the appropriate DLA Disposition Services site.

VII. REPORTING REQUIREMENTS FOR LOST, STOLEN, OR DESTROYED DLA LESO PROGRAM PROPERTY

- A. All property Lost, Stolen or Destroyed (LSD), carried on a LEAs current inventory, must be reported to the LESO.
 - 1) LSD controlled property must be reported to the LESO within twenty-four (24) hours. The LEA may be required to provide the following:
 - a) A comprehensive police report
 - b) A National Crime Information Center (NCIC) report/entry

- 2) The State/Territory will provide the contact information for the Civilian Governing Body over the LEA involved, to include: Title, Name, Email and mailing address.
- 3) LSD property with a DEMIL Code of "A" and "Q6" must be reported to the LESO within seven (7) days.
- 4) All LEAs participating in the program will agree to cooperate with investigations into LSD by the DLA OIG.
- 5) A DD 200 Form, Financial Liability Investigation for Property Loss (FLIPL) will be required to be submitted to the LESO for all unaccounted for property.

B. LESO may grant extensions to the reporting requirements listed above on a case-by-case basis.

VIII. AIRCRAFT AND SMALL ARMS

- A. All aircraft are considered controlled property, regardless of DEMIL Code. The SPO will ensure that all LEAs and all subsequent users are aware of, and agree to provide, all required controls and documentation in accordance with applicable laws and regulations for these items.
- B. LEAs no longer requiring small arms issued through the LESO Program will request authorization to transfer or turn-in small arms. Transfers and turn-ins will be forwarded and endorsed by the State/Territory, and approved by the LESO. Small arms will not physically move until the LESO provides official notification that the approval process is complete.

When returning small arms to Anniston Army Depot, LEAs are required to:

- 1) Provide the 1348-1A turn in document that has been approved through the LESO.
 - 2) Provide an appointment letter signed by the CLEO, or their designee, appointing the certifier and verifier to that position (found on the LESO website).
 - 3) Provide the inert certificate that has been signed by a qualified certifier and verifier.
 - 4) Insert a flag safety or chamber flag into the chamber for visual verification that the small arm is clear of ammunition.
 - 5) The aforementioned documentation will be placed in a packing slip affixed to the outside of the shipping container. A duplicate set of documents will be placed inside the shipping container.
- C. Small arms that are issued must have a documented chain of custody, with the chain of custody including a signature of the receiving officer indicating that he/she has received the appropriate small arm(s) with the correct, specified serial number(s). Small arms that are issued to an officer will be issued utilizing an Equipment Custody Receipt; this Custody Receipt obtains the signature of the officer/deputy responsible for the small arm.

- D. Modifications to small arms are authorized. All parts are to be retained and accounted for in a secured location under the original serial number for the small arm until final disposal. If the modified small arm is transferred to another LEA, all parts must accompany the small arm to the receiving LEA.
- E. Weapon Accountability. Law enforcement agencies that have multiple instances of a missing, lost, or stolen LESO Program small arm within a five (5) year window will be assessed by DLA Disposition Services to determine if a systemic problem exists.
- 1) First Instance of Loss/theft: Will result in a sixty (60) day minimum suspension.
 - 2) Second Instance of Loss/theft: Will result in a one hundred and eighty (180) day minimum suspension.
 - 3) Third Instance of Loss/theft: Will result in a two hundred and forty (240) day minimum suspension. DLA Disposition Services will submit a formal assessment presenting all the facts of the instances of loss, relevant data, and evidence as to whether a systemic problem exists to DLA J34 for review and coordination. DLA Disposition Services will recommend potential disciplinary actions which could include recalling the agency's loaned small arms or termination from the Program.
- F. Aircraft and small arms will not be obtained by any authorized participant for the purpose of sale, lease, loan, personal use, rent, exchange, barter, transfer, or to secure a loan and will be returned to the LESO at the end of their useful life.

IX. RECORDS MANAGEMENT

- A. The LESO, State Coordinator, and LEAs enrolled in the LESO Program must maintain all records in accordance with the DLA Records Schedule. Records for property acquired through the LESO Program have retention controls based on the DEMIL Codes. All documents concerning property record will be retained.
- 1) Property records for items with DEMIL Codes of "A" and "Q6" will be retained for two (2) calendar years from the date the property is removed from the LEA's property book before being destroyed.
 - 2) Property records for controlled property will be retained for five (5) calendar years from the date the property is removed from the LEA's property book before being destroyed.
 - 3) Environmental Property records will be retained for fifty (50) years, regardless of DEMIL Code (Chemicals, Batteries, Hazardous Material/Hazardous Waste).
 - 4) LESO Program files will be segregated from all other records.
 - 5) All property records will be filed, retained, and destroyed in accordance with DLA Records Schedule. These records include, but are not limited to, the following: DD Form 1348-1A for approved requests for transfers, turn-ins, requisitions, and any other pertinent documentation and/or records associated with the LESO Program (i.e. approved Bureau of

Alcohol, Tobacco, Firearms and Explosives (BATFE) Forms 10 and 5, Certificate of Aircraft Registration (AC Form 8050-3), Aircraft Registration Application (AC 8050-1).

X. LESO PROGRAM ANNUAL TRAINING

- A. 10 USC § 280 provides that the Secretary of Defense, in cooperation with the U.S. Attorney General, shall conduct an annual briefing of law enforcement personnel of each State/Territory (including law enforcement personnel of the political subdivisions of each State/Territory). The briefing will include information on training, technical support, equipment, and facilities that are available to civilian law enforcement personnel from the Department of Defense.
- B. The State shall organize and conduct training pertaining to information, equipment, technical support and training available to LEAs via the LESO Program.
- C. The State/Territory shall ensure at least one representative (i.e. the State Coordinator or SPOC) attend the annual training that LESO conducts.

XI. PROPERTY ALLOCATION

A. The State Shall:

- 1) Upon receipt of a valid LEA request for property through the DLA Disposition Services RTD Website, give a preference to those requisitions indicating that the transferred property will be used in the counter-drug/counter-terrorism or border security activities of the recipient agency. Additionally, to the greatest extent possible, the State will ensure fair and equitable distribution of property based on current LEA inventory and LEA justifications for property.
- 2) The State and the LESO reserves the right to determine and/or adjust allocation limits. Generally, no more than one of any item per officer will be allocated. Quantity exceptions may be granted on a case-by-case basis by the LESO based on the justification provided by the LEA. Currently, the following allocation limits apply:
 - a) Small Arms: one (1) of each type for every qualified officer, full-time/part-time;
 - b) HMMWVs/Up-Armored HMMWVs: one (1) vehicle for every three (3) officers;
 - c) MRAPs/Armored Vehicles: two (2) vehicles per LEA;
 - d) Robots: one (1) of each type for every twenty five (25) officers
- 3) Additional justification may be required for small arms and armored vehicles. The LESO reserves final authority on determining the approval and/or disapproval for requests of specific types and quantities of excess DoD property.
- 4) Access the DLA Disposition Services RTD Website at a minimum of once daily (Monday - Friday) to review/process LEAs' requests for excess DoD property.

B. The LEA shall:

- 1) Ensure an appropriate justification is submitted when requesting excess DoD property via the DLA Disposition Services RTD Website.
- 2) Access the LESO website for timely and accurate guidance, information, and links concerning the LESO Program and ensure that all relevant information is reviewed.
- 3) When requesting property for counter-drug/counter-terrorism or border security activities, provide a justification that specifies that the property will be used for such activities.
- 4) Maintain access to FEPMIS to ensure the LEA is properly maintaining their property books, to include, but not limited to, transfers, turn-ins, and disposal requests.
 - a) FEPMIS account holders must be employees of the LEA.

XII. PROGRAM SUSPENSION & TERMINATION

A. The State/Territory/LEA is required to abide by the terms and conditions of the DLA MOA and SPO in order to maintain active status.

B. If a State Coordinator or LEA fails to comply with any terms of the DLA MOA, Federal statute or regulation, SPO, or a State MOA, the State and/or LEA may be placed on restricted status, suspended, and/or terminated from the Program. All suspension or termination notifications will be in writing and will identify remedial measures required for reinstatement, if applicable.

- 1) **Suspension:** A specified period of time in which an entire State/Territory or identified LEA(s) is prohibited from requesting and receiving additional property through the Program. Additional requirements for remedial action may also be placed on suspended activities, to include return of all or specifically identified controlled property. Suspensions will be for a minimum of sixty (60) days.
- 2) **Termination:** Removal of a LEA or State from participating in the Program. The State Coordinator and/or identified LEAs will transfer or turn-in all controlled property previously received through the Law Enforcement Support Program at the expense of the State and/or the LEAs.
- 3) **Restricted Status:** A specified period of time in which a State/Territory or LEA is restricted from receiving an item or commodity due to isolated issues with the identified commodity. Restricted status may also include restricting an agency from all controlled property. Restricted status is commonly used for agencies that have active consent decrees from the Department of Justice.

C. The State shall:

- 1) Suspend LEAs for a minimum of sixty (60) days in all situations relating to the suspected or actual abuse of DLA LESO Program property or requirements and/or repeated failure to meet the terms and conditions of this DLA MOA. Suspension may lead to termination.

- 2) Coordinate with the LESO, who will have final discretion on reinstatement requests. Reinstatement to full participation from a suspension and/or termination is not automatic.
- 3) Issue corrective action guidance in coordination with LESO and the LEA with suspense dates to rectify issues and/or discrepancies that caused suspension and/or termination.
- 4) Require the LEA to submit results regarding all completed police investigations and/or reports regarding LSD DLA LESO Program property to include the LEA's CAP.
- 5) Suspend or terminate a LEA from the LESO Program if a LEA fails to comply with any terms of the DLA MOA, the DLA Instruction and Manuals regarding the LESO Program, any Federal statute or regulation, or this State Plan of Operation.
- 6) In the event of a LEA termination, make every attempt to transfer the DLA LESO Program property of the terminated LEA to an authorized State/Territory or LEA, as applicable, prior to requesting a turn-in of the property to the appropriate DLA Disposition Services location.
 - a) In cases relating to an LEA termination, the LEA will have ninety (90) days to complete the transfer or turn-in of all DLA LESO Program property in their possession.
- 7) Notify the LESO and initiate an investigation into any questionable activity or action involving DLA LESO Program property issued to an LEA that comes to the attention of the State/Territory, and is otherwise within the authority of the Governor/State/Territory to investigate. Upon conclusion of any such investigation, take appropriate action and/or make appropriate recommendations on suspension or termination of the LEA to the LESO. States/Territories, acting on behalf of their Governor, may revoke or terminate their concurrence for LEA participation in the LESO Program at any time and for any reason.
- 8) Request that the LESO suspend or terminate a LEA from the LESO Program if a LEA fails to comply with any term of this MOA, the DLA Instructions and Manuals regarding the LESO Program, any Federal statute or regulation, or the SPO.
- 9) Implement State level LEA suspensions and notify the LESO if a LEA fails to comply with any term of this MOA, the DLA Instructions and Manuals regarding the LESO Program, any Federal statute or regulation, or the SPO.
- 10) Initiate corrective action to rectify suspensions and/or terminations placed upon the State for failure to meet the terms and conditions of the LESO Program.
- 11) Make contact (until resolved) with suspended LEA(s) within his/her State to ensure corrective actions are rectified by the timeframe provided by the LESO.

- 12) Require the LEAs to complete and submit results regarding all completed police investigations and/or reports regarding LSD DLA LESO Program property. The State/Territory must submit all documentation to the LESO upon receipt.
- 13) Provide documentation to the LESO when actionable items are rectified for the State and/or LEA(s).
- 14) Provide a written request to the LESO for reinstatement of an LEA via the State Coordinator or SPOC(s) for full participation status at the conclusion of a suspension period.
- 15) Provide a written request to the LESO for reinstatement of the State via the Governor for full participation status at the conclusion of a suspension period.

D. The LEA shall:

- 1) In the event of the LEA termination, make every attempt to transfer the DLA LESO Program property to an authorized participating LEA, as applicable, prior to requesting a turn-in of the property to the approved DLA Disposition Services location.
 - a) In cases of a State termination, the State will have one hundred and twenty (120) days to complete the transfer or turn-in of all DLA LESO Program property in their State.
 - b) In cases relating to an LEA termination, the LEA will have ninety (90) days to complete the transfer or turn-in of all DLA LESO Program property in their possession.

XIII. AMMUNITION

A. DLA in support of the United States Army will aid in allocating ammunition to LEAs.

- 1) U.S. Army will issue approved transfers directly to the LEA. LEAs are responsible for funding all costs associated with the packing and shipping of ammunition and will make reimbursements directly to the U.S. Army.
- 2) All ammunition obtained via the Law Enforcement Support Program will be for training purposes only. At the time of request, LEAs will certify in writing that the ammunition will be used for training purposes only. Ammunition will not be obtained for the purpose of sale, lease, loan, personal use, rent, exchange, barter, transfer, or to secure a loan. Ammunition obtained through the Program shall not be sold.
- 3) Ammunition will be treated as a consumable item and not tracked in any DLA inventory system or inspected during compliance reviews.
- 4) DLA Disposition Services will track and preserve necessary records of ammunition transferred to a LEA and will post all agency requests, approvals, and denials on the public web-page.

XIV. COSTS & FEES

All costs associated with the transportation, turn-in, transfer, repair, maintenance, insurance, disposal, repossession or other expenses related to property obtained through the LESO Program are the sole responsibility of the State and/or LEA.

XV. NOTICES

Any notices, communications, or correspondence related to this agreement shall be provided by E-mail, the United States Postal Service, express service, or facsimile to the appropriate DLA office. The LESO may, from time to time, make unilateral modifications or amendments to the provisions of this MOA. Notice of these changes will be provided to State Coordinators in writing. Unless State Coordinators take immediate action to terminate this MOA in accordance with Section XIX, such modifications or amendments will become binding. In such cases, reasonable opportunity will, insofar as practicable, be afforded the State Coordinator to conform changes affecting their operations.

XVI. ANTI-DISCRIMINATION

- A. By signing this MOA, or accepting excess DOD personal property under this MOA, the State pledges that it and each LEA agrees to comply with applicable provisions of the following national policies prohibiting discrimination:
- 1) On the basis of race, color, or national origin, in Title VI of the Civil Rights Act of 1964 (42 USC 2000d et seq.) as implemented by DOD regulations 32 CR Part 195.
 - 2) On the basis of age, in the Age Discrimination Act of 1975 (42 USC 6101, et seq) as implemented by Department of Health and Human Services regulations in 45 CFR Part 90.
 - 3) On the basis of handicap, in Section 504 of the Rehabilitation Act of 1973, P.L. 93-112, as amended by the Rehabilitation Act Amendments of 1974, P.L. 93-516 (29 USC 794), as implemented by Department of Justice regulations in 28 CFR Part 41 and DOD regulations at 32 CFR Part 56.
- B. These elements are considered the minimum essential ingredients for establishment of a satisfactory business agreement between the State and the DOD.

XVII. INDEMNIFICATION CLAUSE

- A. The State/LEA is required to maintain adequate liability insurance to cover damages or injuries to persons or property relating to the use of property issued under the LESO Program. Self-insurance by the State/LEA is considered acceptable. The U.S. Government assumes no liability for damages or injuries to any person(s) or property arising from the use of property issued under the LESO Program. It is recognized that State and local law generally limit or preclude State Coordinators/LEAs from agreeing to open ended indemnity provisions. However, to the extent permitted by State and local laws, the State/LEA shall indemnify and hold the U.S. Government harmless from any and all actions, claims, debts, demands, judgments, liabilities, cost, and attorney's fees arising out of, claimed on account of, or in any manner predicated upon loss of, or

damage to property and injuries, illness or disabilities to, or death of any and all persons whatsoever, including members of the general public, or to the property of any legal or political entity including states, local and interstate bodies, in any manner caused by or contributed to by the State/LEA, its agents, servants, employees, or any person subject to its control while the property is in the possession of, used by, or subject to the control of the State/LEA, its agents, servants, or employees after the property has been removed from U.S. Government control.

- B. LEAs are not required to maintain insurance on controlled property, aircraft or other items with special handling requirements that remain titled to DoD. However, LEAs must be advised that if they elect to carry insurance and the insured property is on the LESO inventory at the time of loss or damage, the recipient must submit a check made payable to DLA for any insurance proceeds received in excess of their actual costs of acquiring and rehabilitating the property prior to its loss, damage, or destruction.

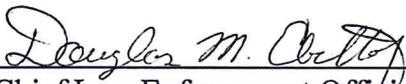
XVIII. TERMINATION

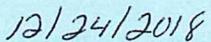
- A. This SPO may be terminated by either party, provided the other party receives thirty (30) days' notice, in writing, or as otherwise stipulated by Public Law.
- B. The undersigned State Coordinator and CLEO hereby agrees to comply with all provisions set forth herein and acknowledges that any violation of the terms and conditions of this SPO may be grounds for immediate termination and possible legal consequences, to include pursuit of criminal prosecution if so warranted.

XIX. IN WITNESS THEREOF, the parties hereto have executed this agreement as of the last date written below.

Douglas M. Ebeltoft

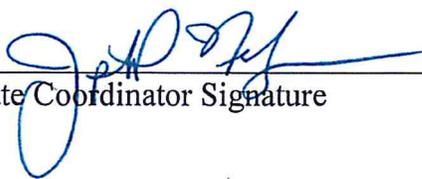
Type / Print Chief Law Enforcement Official Name


Chief Law Enforcement Official Signature


Date (MM/DD/YYYY)

Joe Neuberger

Type / Print State Coordinator Name


State Coordinator Signature

09/27/2018
Date (MM/DD/YYYY)

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

Contractor's Licenses

January 7, 2019

Mechanical Contractor

KB Mechanical, Inc.	Perfection Heating & Air
Steinkraus Plumbing	

Plumbing Contractor

Candor Companies, Inc.	Murray Plumbing
Plumbing Service Center, Inc.	Steinkraus Plumbing

Sign Contractor

Electro Sign and Design	RHL, Inc.
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City of Spring Lake Park
1301 81st Avenue NE
Spring Lake Park, MN 55432

Sign Permits

January 7, 2019

Duramax Asphalt
8383 Sunset Rd NE



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

Sign Permit Application

DATE: 12/11/2018
NAME OF APPLICANT: Electro Signs and Design
ADDRESS OF APPLICANT: 1680 99th Lane NE, Suite C, Blaine, MN 55449
TELEPHONE NUMBER OF APPLICANT: 763-785-7968

NAME OF BUSINESS AND LOCATION of building structure, or lot to which or upon which the sign is to be attached or erected Duramax Asphalt

8383 Sunset Rd 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: Electro Signs and Design

Address: 1680 99th Lane NE, Suite C, Blaine, MN 55449

Is an Electrical Permit required? No

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.

XX Marianne Johns

SIGNATURE OF APPLICANT

FOR OFFICE USE ONLY:*****
FEE: \$150.00 RECEIPT NUMBER: _____

DATE OF APPROVAL: _____ DATE OF ISSUE: _____

REASON FOR DENIAL: _____

ADDITIONAL REQUIREMENTS FOR SIGN PERMIT:

SQUARE FOOTAGE OF FRONT OF BUILDING: 517 sq

SQUARE FOOTAGE OF ALL EXISTING SIGNS: 0

SQUARE FOOTAGE OF PROPOSED SIGN OR SIGNS: 29" x 96" = 19 sq 26" x 6" = 1 sq

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 PRECEDING THE COUNCIL MEETING.

DRAWING:

proposed
19 sq - \$ 75
1 sq - \$ 75

\$ 150

155 sq 30%
19 sq proposed
1 sq proposed

135 sq Remaining

29" x 96" = 197





26.5" x 6"

Thank you,

--

Marianne Johns
Office Manager

Electro Signs and Design

1680 99th Lane NE
Blaine, MN 55449
763-785-7968

office@electrosigndesign.com

<https://electrosigndesign.com/>

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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: Barry L. Brainard, Code Enforcement Director
RE: Code Enforcement Monthly Report for December 2018
DATE: January 2, 2019

The Spring Lake Park Code Enforcement department is delegate the duties of enforcement for all building, mechanical, plumbing, fire, rental, property, nuisance, and zoning codes within Spring Lake Park.

The attached 2018 Building Permit Summary Report indicates how each permit has been categorized for type of construction. In 2018, a total of 216 building permits were issued compared to 250 in 2017. A total of 497 permits issued by the Code Enforcement Department in 2018. The total valuation for 2018 of \$22,406,351.26 compared to \$31,066,551.75 in 2017. The total building permit revenue for 2018 of \$291,362.82 compared to \$309,459.72 in 2017. With one project ready for plan review starting February and two major on-going projects for 2019, gives every indication that 2019 will be a very busy year for the Code Enforcement Department. I look forward to the challenges and opportunity to serve the citizens of Spring Lake Park in 2019.

Revenues for the Code Enforcement Department in 2018 have exceeded revenue budget projections by 251%. The expenditure budget for 2018 was set at \$166,090.00 while revenue generated through building, plumbing, mechanical, plan reviews, certificate of occupancies, vacant/foreclosed properties, and rentals totaled \$379,122.84. The Code Enforcement Department generated \$213,032.84 addition in revenue after expenses for 2018.

I would like to once again thank Kristine Pearson, for all of her assistance in processing, scheduling, organizing and filing of the very busy 2018 building permit activity. Her assistance and professionalism has been extremely valuable and appreciated. I look forward to working with Mrs. Pearson and all the challenges ahead in 2019. I also wish to thank Nancy Kelm for all her assistance with foreclosed and vacant properties in Spring Lake Park. Her record keeping and monitoring of such properties has also been extremely valuable and appreciated. I also would like to extend my congratulations to Inspector, John Caldwell for passing the State of Minnesota Building Official exam on December 21, 2018 (No: BO750183). It has been a privilege to mentor Mr. Caldwell these past several months as he continues to demonstrate his knowledge, hard work, and dedication. Mr. Caldwell has exceeded all of my expectations and I am positive will make an excellent Building Official. With the well documented and on-going State of Minnesota shortage of Building Official's, Mr. Caldwell will have ample opportunity for employment throughout our great State.

2019 holds many challenges for the Code Enforcement Department which will include addressing the inspection demand for the Public Storage Interior Climate Control 95,000 square foot building and 80,000 square feet HyVee buildings for inspections and plan reviews. Both of these projects are projected to be completed by fall of 2019. All of this is in addition to maintaining rental, vacant property, fire, and nuisance inspections services for 2019.

Also attached with this report, please find the December 2018 Spring Lake Park vacancies listings. The listings include both residential and commercial properties indicating vacant and foreclosure properties as well as upcoming Sheriff Sales. Please refer to these handouts for specific details.

In December of 2018, the Code Enforcement Department did post one abandoned property. Also in the months of December, the Code Enforcement Department issued two administrative offense tickets all pertaining to nuisance violations.

Time allotted for Code Enforcement in December is as follows:

Building Inspections:	55%
Mechanical Inspections:	8%
Plumbing Inspections:	7%
Rental Inspections:	21%
Fire Inspections:	3%
Certificate of Occupancy/Nuisance Inspections:	2%
Zoning Inspections:	4%

In December of 2018, the Code Enforcement Department attended the following appointments:

- City Council meetings on December 3rd and 17th.
- Department Head Meeting December 4th.
- Minnesota Building Permit Technician Association Business Meeting on December 6th.
- North Suburban Code Enforcement Official's meeting at Coon Rapids City Hall on December 11th.

This concludes the Code Enforcement Department monthly report for December 2018, If anyone has any questions regarding my report, I would be happy to answer them at this time.

Permit#	Date Issued	Site Address	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	State Surcharge	Park Fees	SAC Fees	WAC Fees	Total Fees
Permit Type: BUILDING												
Permit Kind: SINGLE FAMILY WINDOW REPLACEMENT												
2018-00320	08/24/2018	8024 QUINCY ST NE	0	0	3,708.00	107.33		1.85				109.18
2018-00224	07/11/2018	908 RALEIGH LN NE	0	0	2,800.00	92.50		1.40				93.90
2018-00455	11/16/2018	931 RALEIGH LN NE	0	0	7,770.00	173.71		3.89				177.60
2018-00001	01/08/2018	588 ROSEDALE RD NE	0	0	6,344.40	150.42		3.17				153.59
2018-00454	11/16/2018	602 ROSEDALE RD NE	0	0	13,200.00	262.43		6.60				269.03
2018-00121	05/11/2018	8360 TERRACE RD NE	0	0	2,800.00	92.50		1.40				93.90
2018-00279	08/07/2018	7986 VAN BUREN ST NE	0	0	3,354.00	106.55	5.00	1.68				108.23

Permit Type: BUILDING - Totals												
Period	YTD	216	1	1	22,406,351.26	161,117.82	82,953.19	7,078.20	1	2,485.00	945.00	254,639.21
YTD	216	1	1	1	22,406,351.26	161,117.82	82,953.19	7,078.20	1	2,485.00	945.00	254,639.21

Permit Type: FIRE ALARM												
Permit Kind: COMMERCIAL FIRE ALARM												
2018-00297	08/13/2018	1100 81ST AVE NE	0	0								450.00
2018-00097	05/17/2018	1415 81ST AVE NE	0	0								805.00
2018-00476	12/05/2018	7807 HIGHWAY 65 NE	0	0								1,025.00
2018-00505	12/27/2018	8407 PLAZA BLVD NE	0	0								75.00
2018-00463	12/11/2018	8100 PLEASANT VIEW DR NE	0	0								81.00
2018-00030	02/05/2018	7777 UNIVERSITY AVE NE	0	0								100.00
Permit Kind: MULTI-FAMILY FIRE ALARM												
2018-00011	01/16/2018	1066 HIGHWAY 10 NE	0	0								3,650.00

Permit Type: FIRE ALARM - Totals												
Period	YTD	7	0	0				1.00				6,186.00
YTD	7	0	0	0				1.00				6,186.00

Permit Type: FIRE SUPPRESSION												
Permit Kind: COMMERCIAL FIRE SUPPRESSION												
2018-00125	05/15/2018	1100 81ST AVE NE	0	0		1,525.04	99.13					1,675.00
2018-00064	03/26/2018	1415 81ST AVE NE	0	0		948.06	31.61					979.67
2018-00161	06/05/2018	1415 81ST AVE NE	0	0		404.96	26.32					444.78

Permit#	Date Issued	Site Address	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	State Surcharge	Park Fees	SAC Fees	WAC Fees	Total Fees
Permit Type: BUILDING												
Permit Kind: SINGLE FAMILY WINDOW REPLACEMENT												
2018-00021	01/22/2018	8037 6TH ST NE	0	0	5,000.00	128.40		2.50				130.90
2018-00481	12/12/2018	548 78TH AVE NE	0	0	3,000.00	95.76		1.50				97.26
2018-00502	12/21/2018	1339 78TH CIR NE	0	0	9,073.00	195.00		4.54				199.54
2018-00095	04/13/2018	1154 79TH AVE NE	0	0	20,979.00	389.55		10.49				400.04
2018-00180	06/14/2018	521 79TH AVE NE	0	0	4,122.72	114.11		2.06				116.17
2018-00207	06/29/2018	910 79TH AVE NE	0	0	19,000.00	357.20		9.50				366.70
2018-00357	09/17/2018	482 83RD AVE NE	0	0	8,987.00	193.59		4.49				198.08
2018-00045	02/23/2018	637 83RD AVE NE	0	0	5,989.00	144.60		2.99				147.59
2018-00411	10/22/2018	748 83RD AVE NE	0	0	3,400.00	102.30		1.70				104.00
2018-00437	11/09/2018	773 83RD AVE NE	0	0	4,200.00	115.37		2.10				117.47
2018-00146	05/22/2018	540 84TH AVE NE	0	0	6,100.00	146.42		3.05				149.47
2018-00353	09/17/2018	8141 ABLE ST NE	0	0	4,945.00	127.54		2.47				130.01
2018-00398	10/15/2018	8313 ABLE ST NE	0	0	3,451.00	103.13		1.73				104.86
2018-00039	02/20/2018	8331 ABLE ST NE	0	0	13,995.00	275.42		7.00				282.42
2018-00014	01/12/2018	8353 ABLE ST NE	0	0	4,485.00	120.03		2.24				122.27
2018-00196	06/22/2018	8389 ABLE ST NE	0	0	20,000.00	373.54		10.00				383.54
2018-00460	11/26/2018	408 BALLANTYNE LN NE	0	0	12,000.00	242.82		6.00				248.82
2018-00325	09/06/2018	8334 FILLMORE ST NE	0	0	19,363.00	363.14		9.68				372.82
2018-00360	09/14/2018	8084 HAYES ST NE	0	0	7,001.00	161.14		3.50				164.64
2018-00310	08/17/2018	7711 LAKEVIEW LN NE	0	0	4,718.00	123.84		2.36				126.20
2018-00253	07/20/2018	7749 LAKEVIEW LN NE	0	0	4,997.00	128.39		2.50				130.89
2018-00252	07/20/2018	7755 LAKEVIEW LN NE	0	0	17,000.00	324.54		8.50				333.04
2018-00456	11/16/2018	7768 LAKEVIEW LN NE	0	0	8,995.00	193.72		4.50				198.22
2018-00118	05/10/2018	401 LUND AVE NE	0	0	5,800.00	141.52		2.90				144.42
2018-00215	07/03/2018	729 LUND AVE NE	0	0	7,217.00	164.67		3.61				168.28
2018-00482	12/12/2018	7885 MADISON ST NE	0	0	10,996.00	226.42		5.50				231.92
2018-00422	10/26/2018	7801 MADISON ST NE #1	0	0	1,200.00	63.96	5.00	0.60				64.56
2018-00022	01/22/2018	358 MANOR DR NE	0	0	11,347.00	232.15		5.67				237.82
2018-00002	01/08/2018	375 MANOR DR NE	0	0	14,443.00	282.74		7.22				289.96
2018-00290	08/13/2018	548 MANOR DR NE	0	0	4,000.00	117.10	5.00	2.00				119.10
2018-00197	06/28/2018	300 MAPLE ST NE	0	0	1,000.00	50.96		0.50				51.46
2018-00236	07/13/2018	451 MAPLE ST NE	0	0	4,000.00	112.10		2.00				114.10
2018-00131	05/21/2018	715 MAPLE ST NE	0	0	7,990.00	177.30		4.00				181.30
2018-00346	09/17/2018	765 MAPLE ST NE	0	0	5,050.00	129.26		2.53				131.79
2018-00169	06/12/2018	870 MAPLE ST NE	0	0	12,150.53	245.29		6.08				251.37
2018-00145	05/31/2018	8024 MONROE ST NE	0	0	18,300.00	345.77		9.15				354.92
2018-00251	07/20/2018	8401 MONROE ST NE	0	0	6,600.00	154.59		3.30				157.89
2018-00061	03/20/2018	8274 POLK ST NE	0	0	18,309.00	345.91		9.15				355.06

Permit#	Date Issued	Site Address	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	State Surcharge	Park Fees	SAC Fees	WAC Fees	Total Fees
Permit Type: BUILDING												
Permit Kind: SINGLE FAMILY SIDING												
2018-00287	10/04/2018	1550 82ND AVE NE	0	0	4,000.00	112.10		2.00				114.10
2016-00464	01/08/2018	631 82ND AVE NE	0	0	5,000.00	128.44		2.50				130.94
2018-00343	09/13/2018	773 83RD AVE NE	0	0	12,000.00	247.82	5.00	6.00				253.82
2018-00227	07/09/2018	8237 ABLE ST NE	0	0	7,100.00	162.76		3.55				166.31
2018-00415	10/22/2018	8305 ABLE ST NE	0	0	27,543.00	476.34		13.77				490.11
2018-00168	06/13/2018	507 BALLANTYNE LN NE	0	0	8,000.00	354.92		4.00				358.92
2018-00306	08/17/2018	832 BALLANTYNE LN NE	0	0	6,504.00	158.02	5.00	3.25				161.27
2018-00491	12/18/2018	8334 FILLMORE ST NE	0	0	11,500.00	234.65		5.75				240.40
2018-00173	06/12/2018	8069 GARFIELD ST NE	0	0	13,000.00	259.16		6.50				265.66
2018-00358	09/14/2018	8085 GARFIELD ST NE	0	0	10,500.00	218.31		5.25				223.56
2018-00436	11/06/2018	708 HOLLAND LN NE	0	0	3,150.00	98.21		1.58				99.79
2018-00508	12/27/2018	541 IONE AVE NE	0	0	10,000.00	210.14		5.00				215.14
2018-00013	01/12/2018	8044 JEFFERSON ST NE	0	0	13,000.00	259.16		6.50				265.66
2018-00057	03/08/2018	8300 JEFFERSON ST NE	0	0	18,000.00	340.86		9.00				349.86
2018-00359	09/14/2018	533 LUND AVE NE	0	0	17,240.00	328.45		8.62				337.07
2018-00162	06/05/2018	366 MANOR DR NE	0	0	2,004.91	79.51		1.00				80.51
2018-00362	09/17/2018	451 MAPLE ST NE	0	0	22,000.00	406.22		11.00				417.22
2018-00238	07/13/2018	842 MAPLE ST NE	0	0	1,800.00	82.96		0.90				83.86
2018-00116	05/10/2018	8024 PLEASANT VIEW DR NE	0	0	18,000.00	340.86		9.00				349.86
2018-00033	02/06/2018	8274 POLK ST NE	0	0	12,000.00	242.82		6.00				248.82
2018-00288	08/07/2018	8274 POLK ST NE	0	0	12,000.00	247.82		6.00				253.82
2018-00401	10/18/2018	8274 POLK ST NE	0	0	7,000.00	161.12		3.50				164.62
2018-00311	08/22/2018	7940 QUINCY ST NE	0	0	5,850.00	142.33		2.93				145.26
2018-00434	11/06/2018	657 ROSEDALE RD NE	0	0	9,000.00	193.80		4.50				198.30
2018-00274	07/31/2018	8450 TERRACE RD NE	0	0	14,500.00	283.67		7.25				290.92
2018-00113	05/04/2018	7873 TYLER ST NE	0	0	26,800.00	467.29		13.40				480.69
2018-00265	07/26/2018	8257 TYLER ST NE	0	0	22,000.00	406.22		11.00				417.22
Permit Kind: SINGLE FAMILY SOLAR ARRAY SYSTEM												
2018-00276	10/02/2018	916 RALEIGH LN NE	0	0	31,990.00	535.51	349.83	16.00				896.34
Permit Kind: SINGLE FAMILY STRUCTURAL												
2018-00023	01/23/2018	475 LUND AVE NE	0	0	650.00	36.96	24.02	0.33				61.31
2018-00264	07/30/2018	8260 TERRACE RD NE	0	0	13,900.00	273.87	178.02	6.95				458.84
Permit Kind: SINGLE FAMILY WINDOW REPLACEMENT												
2018-00321	08/28/2018	7930 5TH ST NE	0	0	4,655.00	122.81		2.33				125.14
2018-00006	01/11/2018	8140 5TH ST NE	0	0	10,000.00	215.14	5.00	5.00				220.14
2018-00134	05/21/2018	8031 6TH ST NE	0	0	2,066.00	80.50		1.03				81.53
1/2/2019												

Permit#	Date Issued	Site Address	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	State Surcharge	Park Fees	SAC Units	SAC Fees	WAC Fees	Total Fees
Permit Type: BUILDING													
Permit Kind: SINGLE FAMILY ROOFING													
2018-00391	10/10/2018	8035 JACKSON ST NE	0	0	8,000.00	182.46	5.00	4.00					186.46
2018-00158	06/04/2018	715 LUND AVE NE	0	0	9,889.00	208.33		4.94					213.27
2018-00089	04/09/2018	743 LUND AVE NE	0	0	17,983.50	340.60		8.99					349.59
2018-00365	09/19/2018	840 LUND AVE NE	0	0	14,200.00	278.77		7.10					285.87
2018-00172	06/11/2018	7868 MADISON ST NE	0	0	8,000.00	182.46	5.00	4.00					186.46
2018-00044	02/22/2018	8098 MADISON ST NE	0	0	2,500.00	87.59		1.25					88.84
2018-00171	06/11/2018	706 MANOR DR NE	0	0	9,800.00	211.88	5.00	4.90					216.78
2018-00470	11/30/2018	858 MANOR DR NE	0	0	10,000.00	210.14		5.00					215.14
2018-00069	03/22/2018	359 MAPLE ST NE	0	0	20,867.00	387.71		10.43					398.14
2018-00427	11/01/2018	375 MAPLE ST NE	0	0	9,500.00	201.97		4.75					206.72
2018-00425	10/30/2018	400 MAPLE ST NE	0	0	8,000.00	182.46	5.00	4.00					186.46
2018-00151	05/30/2018	450 MAPLE ST NE	0	0	20,000.00	373.54		10.00					383.54
2018-00314	08/22/2018	451 MAPLE ST NE	0	0	50,379.00	735.13		25.19					760.32
2018-00048	03/14/2018	728 MAPLE ST NE	0	0	12,500.00	250.99		6.25					257.24
2018-00242	07/25/2018	736 MAPLE ST NE	0	0	10,000.00	210.14		5.00					215.14
2018-00275	08/01/2018	894 MAPLE ST NE	0	0	10,600.00	219.95		5.30					225.25
2018-00160	06/04/2018	7949 MONROE ST NE	0	0	6,165.00	147.48		3.08					150.56
2018-00233	07/11/2018	8242 MONROE ST NE	0	0	11,900.00	241.19		5.95					247.14
2018-00117	05/10/2018	7913 PLEASANT VIEW DR	0	0	12,812.24	256.11		6.41					262.52
2018-00416	10/22/2018	366 ROSEDALE RD NE	0	0	12,000.00	242.82		6.00					248.82
2018-00150	05/25/2018	501 ROSEDALE RD NE	0	0	11,000.00	231.48	5.00	5.50					236.98
2018-00165	06/05/2018	657 ROSEDALE RD NE	0	0	8,000.00	177.46		4.00					181.46
2018-00124	05/15/2018	316 SANBURNOL DR NE	0	0	8,200.00	185.73	5.00	4.10					189.83
2018-00201	06/28/2018	640 SANBURNOL DR NE	0	0	12,989.50	259.00		6.50					265.50
2018-00098	04/19/2018	8129 TAYLOR ST NE	0	0	12,000.00	242.82		6.00					248.82
2018-00104	04/23/2018	8271 TAYLOR ST NE	0	0	6,100.00	151.42	5.00	3.05					154.47
2018-00361	09/18/2018	8130 TERRACE RD NE	0	0	7,000.00	161.12		3.50					164.62
2018-00200	06/22/2018	8320 TERRACE RD NE	0	0	6,300.00	149.69		3.15					152.84
2018-00392	10/10/2018	8243 TYLER ST NE	0	0	5,500.00	136.61		2.75					139.36
2018-00245	07/20/2018	7859 VAN BUREN ST NE	0	0	12,314.00	252.95	5.00	6.16					259.11
2018-00205	06/27/2018	7935 VAN BUREN ST NE	0	0	4,000.00	112.10		2.00					114.10
2018-00409	10/18/2018	8360 WESTWOOD RD NE	0	0	6,000.00	149.78	5.00	3.00					152.78
Permit Kind: SINGLE FAMILY SIDING													
2018-00091	04/11/2018	8200 5TH ST NE	0	0	13,000.00	259.16		6.50					265.66
2018-00390	10/08/2018	8141 6TH ST NE	0	0	9,000.00	193.80		4.50					198.30
2018-00271	11/02/2018	8160 6TH ST NE	0	0	8,000.00	177.46		4.00					181.46
2018-00473	12/03/2018	8160 6TH ST NE	0	0	8,000.00	177.46		4.00					181.46
2018-00407	10/18/2018	8261 6TH ST NE	0	0	5,000.00	128.44		2.50					130.94

Permit#	Date Issued	Site Address	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	State Surcharge	Park Fees	SAC Fees	WAC Fees	Total Fees
Permit Type: BUILDING												
Permit Kind: SINGLE FAMILY NEW												
2018-00328	10/09/2018	8030 MCKINLEY ST NE	1	0	267,645.14	2,437.39	1,522.55	133.82	1	2,485.00	945.00	7,523.76
2018-00396	10/24/2018	8350 PIERCE ST NE	0	0	354,161.40	2,968.77	1,929.70	177.08				5,075.55
2018-00402	10/24/2018	8352 PIERCE ST NE	0	0	354,161.40	2,968.77	1,929.70	177.08				5,075.55
2018-00403	10/24/2018	8360 PIERCE ST NE	0	0	354,161.40	2,968.77	1,929.70	177.08				5,075.55
2018-00404	10/24/2018	8362 PIERCE ST NE	0	0	354,161.40	2,968.77	1,929.70	177.08				5,075.55
Permit Kind: SINGLE FAMILY REMODEL												
2018-00076	03/26/2018	533 81ST AVE NE	0	0	5,000.00	128.44	83.49	2.50				214.43
2018-00105	05/07/2018	651 83RD AVE NE	0	0	75,000.00	951.79	618.66	37.50				1,607.95
2018-00132	05/21/2018	540 84TH AVE NE	0	0	13,835.00	272.81	177.33	6.92				457.06
2018-00114	05/04/2018	700 IONE AVE NE	0	0	2,000.00	90.96	59.12	1.00				151.08
2018-00087	04/09/2018	7849 MADISON ST NE	0	0	6,600.00	154.59	100.48	3.30				258.37
2018-00466	11/27/2018	8001 MONROE ST NE	0	0	3,400.00	102.30	66.50	1.70				170.50
2018-00072	03/28/2018	814 SANBURNOL DR NE	0	0	22,000.00	406.22	264.04	11.00				681.26
Permit Kind: SINGLE FAMILY REPAIR												
2018-00472	12/03/2018	8201 5TH ST NE	0	0	7,995.70	177.40		4.00				181.40
2018-00179	11/21/2018	7972 PLEASANT VIEW DR NE	0	0	98,500.00	1,158.59		49.25				1,207.84
Permit Kind: SINGLE FAMILY ROOFING												
2018-00152	05/30/2018	8400 5TH ST NE	0	0	12,000.00	242.82		6.00				248.82
2018-00080	03/30/2018	8025 6TH ST NE	0	0	8,000.00	177.46		4.00				181.46
2018-00305	08/16/2018	8141 6TH ST NE	0	0	12,000.00	242.82		6.00				248.82
2018-00183	06/14/2018	511 79TH AVE NE	0	0	7,000.00	161.12		3.50				164.62
2018-00438	11/09/2018	756 82ND AVE NE	0	0	9,700.00	205.24		4.85				210.09
2018-00405	10/18/2018	601 83RD AVE NE	0	0	14,256.92	279.70		7.13				286.83
2018-00406	10/18/2018	649 83RD AVE NE	0	0	3,500.00	103.93		1.75				105.68
2018-00458	11/20/2018	515 BALLANTYNE LN NE	0	0	8,580.00	186.94		4.29				191.23
2018-00186	06/15/2018	631 BALLANTYNE LN NE	0	0	3,500.00	103.93		1.75				105.68
2018-00429	11/02/2018	7901 BUCHANAN ST NE	0	0	24,000.00	438.90		12.00				450.90
2018-00206	06/28/2018	8322 FILLMORE ST NE	0	0	8,000.00	177.46		4.00				181.46
2018-00323	08/31/2018	8331 FILLMORE ST NE	0	0	7,000.00	166.12		3.50				169.62
2018-00235	07/13/2018	8334 FILLMORE ST NE	0	0	3,000.00	95.76		1.50				97.26
2018-00190	06/21/2018	8349 FILLMORE ST NE	0	0	13,900.00	278.87		6.95				285.82
2018-00005	01/09/2018	8085 HAYES ST NE	0	0	8,600.00	192.27		4.30				196.57
2018-00241	07/16/2018	708 HOLLAND LN NE	0	0	7,475.00	168.89		3.74				172.63
2018-00378	10/01/2018	717 HOLLAND LN NE	0	0	7,390.00	167.50		3.70				171.20
2018-00159	06/04/2018	725 HOLLAND LN NE	0	0	9,600.00	203.61		4.80				208.41
2017-00412	06/06/2018	803 IONE AVE NE	0	0	18,000.00	340.86		9.00				349.86

Permit#	Date Issued	Site Address	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	State Surcharge	Park Fees	SAC Fees	WAC Fees	Total Fees
Permit Type: BUILDING												
Permit Kind: SINGLE FAMILY DEMOLITION												
2018-00381	10/03/2018	8060 BUCHANAN ST NE	0	0	100.00	100.00						100.00
Permit Kind: SINGLE FAMILY DOOR REPLACEMENT												
2018-00210	07/02/2018	8161 5TH ST NE	0	0	1,955.00	89.16		0.98				90.14
2018-00254	10/02/2018	8200 5TH ST NE	0	0	7,446.00	168.41		3.72				172.13
2018-00092	04/12/2018	841 81ST AVE NE	0	0	1,114.00	55.52		0.56				56.08
2018-00035	02/12/2018	652 83RD AVE NE	0	0	4,023.00	112.48		2.01				114.49
2018-00367	09/20/2018	652 83RD AVE NE	0	0	821.00	43.80		0.41				44.21
2018-00293	08/13/2018	884 84TH AVE NE	0	0	2,207.00	82.81		1.10				83.91
2018-00483	12/12/2018	424 BALLANTYNE LN NE	0	0	10,001.00	210.16		5.00				215.16
2018-00140	05/23/2018	8030 GARFIELD ST NE	0	0	1,200.00	58.96		0.60				59.56
2018-00094	04/13/2018	8101 TAYLOR ST NE	0	0	2,400.00	85.96		1.20				87.16
2018-00050	03/05/2018	8229 TYLER ST NE	0	0	1,759.00	81.32		0.88				82.20
2018-00144	05/22/2018	8394 WESTWOOD RD NE	0	0	4,102.10	113.79		2.05				115.84
2018-00081	03/30/2018	1140 WYLDWOOD LN NE	0	0	1,039.00	52.52		0.52				53.04
Permit Kind: SINGLE FAMILY DRAIN TILE & SUMP												
2018-00428	11/02/2018	1494 80TH AVE NE	0	0	4,960.00	127.79		2.48				130.27
Permit Kind: SINGLE FAMILY EGRESS WINDOW												
2018-00330	09/04/2018	830 81ST AVE NE	0	0	1,000.00	55.96	38.12	0.50				89.58
2018-00028	02/08/2018	733 BALLANTYNE LN NE	0	0	1,500.00	70.96	46.12	0.75				117.83
2018-00084	04/05/2018	809 BALLANTYNE LN NE	0	0	10,000.00	210.14	136.59	5.00				351.73
2018-00212	06/29/2018	880 MANOR DR NE	0	0	1,200.00	117.92	38.32	0.60				156.84
2018-00272	08/01/2018	8401 MONROE ST NE	0	0	2,500.00	87.59	56.93	1.25				145.77
2018-00221	07/23/2018	8260 TERRACE RD NE	0	0	1,800.00	87.96	58.92	0.90				142.78
Permit Kind: SINGLE FAMILY GARAGE												
2018-00130	05/18/2018	8035 JACKSON ST NE	0	0	17,000.00	324.52	210.94	8.50				543.96
Permit Kind: SINGLE FAMILY GYPSUM BOARD												
2018-00461	12/04/2018	725 81ST AVE NE	0	0	1,000.00	50.96		0.50				51.46
Permit Kind: SINGLE FAMILY INSULATION												
2018-00170	06/13/2018	8201 JACKSON ST NE	0	0	2,226.00	83.12		1.11				84.23
2018-00289	08/07/2018	8394 LAKEWOOD DR NE	0	0	2,100.00	81.06		1.05				82.11
2018-00208	06/29/2018	785 LUND AVE NE	0	0	3,800.00	108.84		1.90				110.74
2018-00250	07/20/2018	8360 TERRACE RD NE	0	0	2,200.00	82.69		1.10				83.79
Permit Kind: SINGLE FAMILY NEW												

Permit#	Date Issued	Site Address	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	State Surcharge	Park Fees	SAC Units	SAC Fees	WAC Fees	Total Fees
Permit Type: BUILDING													
Permit Kind: COMMERCIAL REPAIR													
2018-00329	09/04/2018	8355 UNIVERSITY AVE NE	0	0	1,500.00	70.96	46.12	0.75					117.83
Permit Kind: COMMERCIAL ROOFING													
2018-00345	09/24/2018	8462 CENTER DR NE	0	0	42,957.00	664.08	2,680.49	21.48					685.56
2018-00219	07/09/2018	1530 COUNTY HWY 10 NE	0	0	572,900.00	4,123.83	2,680.49	286.45					7,090.77
Permit Kind: COMMERCIAL SOLAR ARRAY SYSTEM													
2018-00474	12/05/2018	8462 CENTER DR NE	0	0	40,000.00	628.07	408.25	20.00					1,056.32
Permit Kind: MOBILE HOME MOBILE HOME													
2018-00166	06/07/2018	1556 82ND AVE NE	0	0									175.00
Permit Kind: MOBILE HOME ROOFING													
2018-00281	10/04/2018	8148 CLEVELAND ST NE	0	0	4,000.00	112.10		2.00					114.10
2018-00418	10/22/2018	8198 CLEVELAND ST NE	0	0	7,240.00	165.05		3.62					168.67
Permit Kind: MULTI-FAMILY ROOFING													
2018-00237	07/16/2018	7709 CARRIAGE OAKS DR NE	0	0	19,600.00	367.01		9.80					376.81
Permit Kind: PUBLIC ADDITION													
2018-00032	02/08/2018	1415 81ST AVE NE	0	0	5,500,000.00	29,588.06	19,232.24	1,525.00					50,345.30
2018-00363	09/18/2018	8395 ABLE ST NE	0	0									
Permit Kind: PUBLIC ALTERATION													
2018-00459	11/21/2018	1100 81ST AVE NE	0	0		100.00							100.00
2018-00225	07/16/2018	8249 ARTHUR ST NE	0	0	15,000.00	291.84	189.70	7.50					489.04
Permit Kind: PUBLIC REMODEL													
2018-00060	03/20/2018	1100 81ST AVE NE	0	0	5,500,000.00	29,588.06	19,232.24	1,525.00					50,345.30
Permit Kind: SINGLE FAMILY BASEMENT FINISH													
2018-00298	08/13/2018	819 MANOR DR NE	0	0	10,000.00	210.14		5.00					215.14
Permit Kind: SINGLE FAMILY DECK													
2018-00451	11/16/2018	8160 6TH ST NE	0	0	1,600.00	74.96	48.72	0.80					124.48
2018-00181	06/18/2018	710 84TH AVE NE	0	0	5,000.00	128.44	83.49	2.50					214.43
2018-00083	04/11/2018	8420 LADDIE RD NE	0	0	7,458.00	168.61	109.60	3.73					281.94
2018-00379	10/02/2018	838 MANOR DR NE	0	0	18,000.00	340.86	221.56	9.00					571.42
2018-00452	11/19/2018	838 MANOR DR NE	0	0	11,000.00	226.48	147.21	5.50					379.19
2018-00213	07/09/2018	738 SANBURNOL DR NE	0	0	20,000.00	378.54	247.80	10.00					631.34
2018-00263	07/30/2018	8285 TAYLOR ST NE	0	0	19,500.00	365.37	237.49	9.75					612.61
2018-00108	05/07/2018	8316 WESTWOOD RD NE	0	0	2,500.00	87.59	56.93	1.25					145.77
1/2/2019													

City of Spring Lake Park
Permits Issued & Fees Report - Detail by Address

Issued Date From: 1/1/2018 To: 12/31/2018
Permit Type: All Property Type: All Construction Type: All
Include YTD: Yes Status: Not Voided

Permit#	Date Issued	Site Address	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	State Surcharge	Park Fees	SAC Fees	WAC Fees	Total Fees
Permit Type: BUILDING												
Permit Kind: COMMERCIAL ADDITION												
2018-00375	11/02/2018	8001 CENTRAL AVE NE	0		108,000.00	1,186.55	771.26	54.00				2,011.81
2018-00387	10/05/2018	8155 HIGHWAY 65 NE	0		1.00	0.00	0.00	0.00				0.00
2018-00112	05/04/2018	8421 UNIVERSITY AVE NE	0		35,000.00	567.17	368.66	17.50				953.33
Permit Kind: COMMERCIAL ALTERATION												
2018-00445	11/14/2018	1633 HIGHWAY 10 NE	0		5,000.00	128.44	83.49	2.50				214.43
2018-00356	09/18/2018	8355 UNIVERSITY AVE NE	0		4,000.00	112.10	72.86	2.00				186.96
2018-00062	03/26/2018	8421 UNIVERSITY AVE NE	0		43,000.00	664.61	432.00	21.50				1,118.11
Permit Kind: COMMERCIAL DEMOLITION												
2018-00046	03/23/2018	8299 CENTRAL AVE NE	0			200.00						200.00
2018-00354	09/17/2018	7807 HIGHWAY 65 NE	0			200.00						200.00
2018-00266	07/30/2018	8101 HIGHWAY 65 NE	0			200.00						200.00
Permit Kind: COMMERCIAL DUMPSTER ENCLOSURE												
2018-00453	11/21/2018	1121 79TH AVE NE #1	0		10,000.00	210.14	136.59	5.00				351.73
2018-00431	11/09/2018	8370 PIERCE ST NE	0		3,000.00	95.76	62.24	1.50				159.50
Permit Kind: COMMERCIAL NEW												
2018-00383	10/04/2018	7807 HIGHWAY 65 NE	0		6,500,000.00	34,748.06	22,586.24	1,575.00				58,909.30
Permit Kind: COMMERCIAL PAINT BOOTH												
2018-00012	01/12/2018	8370 PIERCE ST NE	0		15,000.00	291.84	189.70	7.50				489.04
2018-00319	08/24/2018	8370 PIERCE ST NE	0		1,700.00	78.96	51.32	0.85				131.13
Permit Kind: COMMERCIAL REMODEL												
2018-00036	02/21/2018	8466 CENTRAL AVE NE	0		20,000.00	373.54	242.80	10.00				626.34
2018-00100	04/20/2018	8201 CENTRAL AVE NE STE	0		75,000.00	951.79	618.66	37.50				1,607.95
2018-00395	11/13/2018	8407 PLAZA BLVD NE	0		385,487.00	3,195.56	2,077.11	192.74				5,465.41
2018-00475	12/04/2018	8465 PLAZA BLVD NE	0		4,000.00	112.10	72.86	2.00				186.96
2018-00082	03/30/2018	8383 SUNSET RD NE	0		35,000.00	1,134.34	368.66	17.50				1,520.50
Permit Kind: COMMERCIAL REPAIR												
2018-00174	06/12/2018	8466 CENTRAL AVE NE	0		1,000.00	50.96	33.12	0.50				84.58

Permit#	Date Issued	Site Address	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	State Surcharge	Park Fees	SAC Fees	WAC Fees	Total Fees
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Permit Type: FIRE SUPPRESSION

Permit Kind: COMMERCIAL FIRE SUPPRESSION

2018-00296	08/13/2018	1415 81ST AVE NE	0	0	189.38	12.31	6.31					208.00
2018-00003	01/08/2018	8201 CENTRAL AVE NE STE	0	0	58.82	3.82	1.96					64.60
2018-00026	02/12/2018	1628 HIGHWAY 10 NE	0	0	395.00	30.35	13.00					433.35
2018-00478	12/10/2018	7807 HIGHWAY 65 NE	0	0	1,740.00	113.10	58.00					1,911.10
2018-00135	05/31/2018	8101 HIGHWAY 65 NE	0	0	100.00							100.00
2018-00389	11/13/2018	8100 PLEASANT VIEW DR NE	0	0	81.00	5.27	2.70					88.97
2018-00073	03/23/2018	8421 UNIVERSITY AVE NE	0	0	27.76	1.81	0.93					30.50

Permit Kind: PUBLIC FIRE SUPPRESSION

2018-00139	05/22/2018	1696 79TH AVE NE	0	0								
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Permit Kind: SINGLE FAMILY FUEL TANK

2018-00500	12/26/2018	8030 MCKINLEY ST NE	0	0	100.00							100.00
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Permit Type: FIRE SUPPRESSION - Totals

Period	12	0	5,570.02	323.72	147.23	6,035.97
YTD	12	0	5,570.02	323.72	147.23	6,035.97

Permit Type: MECHANICAL

Permit Kind: COMMERCIAL HEATING, VENT & AC

2018-00102	05/01/2018	1100 81ST AVE NE	0	0	5,000.00		125.00					5,125.00
2018-00051	03/06/2018	1415 81ST AVE NE	0	0	11,800.00		295.00					12,095.00
2018-00509	12/28/2018	359 83RD AVE NE	0	0	160.00		4.00					164.00
2018-00282	08/15/2018	8236 ARTHUR ST NE #1	0	0	578.00		14.45					592.45
2018-00307	08/17/2018	8329 CENTRAL AVE NE	0	0	130.00		3.25					133.25
2018-00041	02/23/2018	8466 CENTRAL AVE NE	0	0	290.00		7.25					297.25
2018-00107	04/25/2018	8201 CENTRAL AVE NE STE	0	0	50.00		1.25					51.25
2018-00424	11/01/2018	7807 HIGHWAY 65 NE	0	0	278.70		6.97					285.67
2018-00464	11/26/2018	8370 PIERCE ST NE	0	0	600.40		15.01					615.41
2018-00122	05/21/2018	8498 SUNSET RD NE	0	0	720.00		18.00					738.00
2018-00292	08/13/2018	8187 B UNIVERSITY AVE NE	0	0	112.90		2.82					115.72

Permit Kind: COMMERCIAL HVAC - COMMERCIAL MINIMUM

2018-00433	11/09/2018	892 COUNTY ROAD 10 NE	0	0	80.00		1.00					81.00
2018-00499	12/27/2018	8407 PLAZA BLVD NE	0	0	80.00		1.00					81.00

Permit Kind: MULTI-FAMILY HEATING, VENT & AC

1/2/2019

Permit#	Date Issued	Site Address	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	State Surcharge	Park Fees	SAC Units	SAC Fees	WAC Fees	Total Fees
Permit Type: MECHANICAL													
Permit Kind: MULTI-FAMILY HEATING, VENT & AC													
2018-00034	02/12/2018	1066 HIGHWAY 10 NE	0	0		176.14		1.00					177.14
2018-00007	01/11/2018	1132 WYLDWOOD LN NE #1	0	0		80.00		1.00					81.00
Permit Kind: SINGLE FAMILY HEATING, VENT & AC													
2018-00004	01/08/2018	8025 5TH ST NE	0	0		50.00		1.00					51.00
2018-00228	07/10/2018	8241 6TH ST NE	0	0		50.00		1.00					51.00
2018-00070	03/23/2018	524 78TH AVE NE	0	0		50.00		1.00					51.00
2018-00163	06/05/2018	556 78TH AVE NE	0	0		51.65		1.00					52.65
2018-00009	01/11/2018	1351 78TH CIR NE	0	0		50.00		1.00					51.00
2018-00249	07/20/2018	699 80TH AVE NE	0	0		50.00		1.00					51.00
2018-00380	10/02/2018	350 81ST AVE NE	0	0		50.00		1.00					51.00
2018-00147	05/23/2018	1600 81ST AVE NE #9	0	0		50.00		1.00					51.00
2018-00369	09/21/2018	417 83RD AVE NE	0	0		50.00		1.00					51.00
2018-00364	09/18/2018	651 83RD AVE NE	0	0		50.00		1.00					51.00
2018-00067	03/21/2018	8377 ABLE ST NE	0	0		50.00		1.00					51.00
2018-00055	03/07/2018	817 BALLANTYNE LN NE	0	0		50.00		1.00					51.00
2018-00338	09/11/2018	825 BALLANTYNE LN NE	0	0		50.00		1.00					51.00
2018-00385	10/04/2018	8053 BUCHANAN ST NE	0	0		50.00		1.00					51.00
2018-00336	09/11/2018	8485 COTTAGEWOOD TERR NE	0	0		80.00		1.00					81.00
2018-00344	09/13/2018	1330 COUNCIL OAKS DR NE	0	0		50.00		1.00					51.00
2018-00315	08/23/2018	8090 GARFIELD ST NE	0	0		50.00		1.00					51.00
2018-00439	11/09/2018	708 HOLLAND LN NE	0	0		50.00		1.00					51.00
2018-00175	06/12/2018	600 IONE AVE NE	0	0		50.00		1.00					51.00
2018-00230	07/10/2018	789 IONE AVE NE	0	0		50.00		1.00					51.00
2018-00342	09/13/2018	7960 JACKSON ST NE	0	0		50.00		1.00					51.00
2018-00468	11/29/2018	8043 JEFFERSON ST NE	0	0		50.00		1.00					51.00
2018-00495	12/21/2018	7716 LAKEVIEW LN NE	0	0		50.00		1.00					51.00
2018-00126	05/17/2018	7732 LAKEVIEW LN NE	0	0		50.00		1.00					51.00
2018-00440	11/09/2018	8315 LAKEWOOD DR NE	0	0		50.00		1.00					51.00
2018-00229	07/10/2018	728 LUND AVE NE	0	0		50.00		1.00					51.00
2018-00269	07/27/2018	7837 MADISON ST NE	0	0		50.00		1.00					51.00
2018-00417	10/22/2018	400 MANOR DR NE	0	0		50.00		1.00					51.00
2018-00300	08/13/2018	819 MANOR DR NE	0	0		50.00		1.00					51.00
2018-00278	08/03/2018	459 MAPLE ST NE	0	0		50.00		1.00					51.00
2018-00501	12/21/2018	8030 MCKINLEY ST NE	0	0		131.00		1.00					132.00
2018-00248	07/20/2018	8196 MIDDLETOWN RD NE	0	0		50.00		1.00					51.00
2018-00480	12/12/2018	7972 PLEASANT VIEW DR NE	0	0		250.00		1.00					251.00
2018-00203	06/27/2018	8274 POLK ST NE	0	0		50.00		1.00					51.00

Permit#	Date Issued	Site Address	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	State Surcharge	Park Fees	SAC Units	SAC Fees	WAC Fees	Total Fees
Permit Type: MECHANICAL													
Permit Kind: SINGLE FAMILY HEATING, VENT & AC													
2018-00326	09/06/2018	7922 QUINCY ST NE	0	0	50.00	50.00		1.00					51.00
2018-00178	06/13/2018	325 ROSEDALE RD NE	0	0	50.00	50.00		1.00					51.00
2018-00054	03/07/2018	358 ROSEDALE RD NE	0	0	50.00	50.00		1.00					51.00
2018-00154	05/30/2018	7849 TAYLOR ST NE	0	0	53.00	53.00		1.00					54.00
2018-00056	03/08/2018	7832 TYLER ST NE	0	0	50.00	50.00		1.00					51.00
2018-00450	11/16/2018	7892 TYLER ST NE	0	0	50.00	50.00		1.00					51.00
2018-00222	07/03/2018	7918 VAN BUREN ST NE	0	0	50.00	50.00		1.00					51.00
2018-00232	07/10/2018	7922 VAN BUREN ST NE	0	0	50.00	50.00		1.00					51.00
Permit Kind: SINGLE FAMILY HVAC - RESIDENTIAL SINGLE													
2018-00309	08/17/2018	8141 5TH ST NE	0	0	40.00	40.00		1.00					41.00
2018-00017	01/17/2018	8181 5TH ST NE	0	0	40.00	40.00		1.00					41.00
2018-00335	09/07/2018	8281 6TH ST NE	0	0	40.00	40.00		1.00					41.00
2018-00195	06/21/2018	510 78TH AVE NE	0	0	40.00	40.00		1.00					41.00
2018-00193	06/21/2018	1148 79TH AVE NE	0	0	40.00	40.00		1.00					41.00
2018-00202	06/25/2018	1158 79TH AVE NE	0	0	40.00	40.00		1.00					41.00
2018-00008	01/11/2018	584 79TH AVE NE	0	0	40.00	40.00		1.00					41.00
2018-00246	07/20/2018	1120 80TH AVE NE	0	0	40.00	40.00		1.00					41.00
2018-00185	06/14/2018	1424 80TH AVE NE	0	0	41.17	41.17		1.00					42.17
2018-00384	10/04/2018	1494 80TH AVE NE	0	0	40.00	40.00		1.00					41.00
2018-00074	03/26/2018	533 81ST AVE NE	0	0	40.00	40.00		1.00					41.00
2018-00286	10/04/2018	1550 82ND AVE NE	0	0	40.00	40.00		1.00					41.00
2018-00187	06/19/2018	1556 82ND AVE NE	0	0	80.00	80.00		1.00					81.00
2018-00467	11/28/2018	542 82ND AVE NE	0	0	40.72	40.72		1.00					41.72
2018-00400	10/15/2018	616 82ND AVE NE	0	0	40.00	40.00		1.00					41.00
2018-00216	07/03/2018	652 83RD AVE NE	0	0	40.00	40.00		1.00					41.00
2018-00496	12/21/2018	870 84TH AVE NE	0	0	40.00	40.00		1.00					41.00
2018-00111	05/02/2018	1626 85TH AVE NE	0	0	40.00	40.00		1.00					41.00
2018-00231	07/10/2018	8201 ABLE ST NE	0	0	40.00	40.00		1.00					41.00
2018-00129	05/18/2018	1663 BALLANTYNE LN NE	0	0	80.00	80.00		1.00					81.00
2018-00334	09/07/2018	521 BALLANTYNE LN NE	0	0	40.00	40.00		1.00					41.00
2018-00479	12/07/2018	532 BALLANTYNE LN NE	0	0	40.00	40.00		1.00					41.00
2018-00077	03/26/2018	574 BALLANTYNE LN NE	0	0	40.00	40.00		1.00					41.00
2018-00176	06/13/2018	686 BALLANTYNE LN NE	0	0	40.00	40.00		1.00					41.00
2018-00447	11/14/2018	733 BALLANTYNE LN NE	0	0	40.00	40.00		1.00					41.00
2018-00489	12/18/2018	8000 BENJAMIN ST NE	0	0	40.00	40.00		1.00					41.00
2018-00093	04/13/2018	8014 CENTRAL AVE NE	0	0	40.00	40.00		1.00					41.00
2018-00010	01/12/2018	1330 CHAMBER OAKS DR NE	0	0	40.00	40.00		1.00					41.00
2018-00090	04/09/2018	1328 COUNCIL OAKS DR NE	0	0	40.00	40.00		1.00					41.00
1/2/2019													

Permit#	Date Issued	Site Address	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	State Surcharge	Park Fees	SAC Fees	WAC Fees	Total Fees
Permit Type: MECHANICAL												
Permit Kind: SINGLE FAMILY HVAC - RESIDENTIAL SINGLE												
2018-00370	09/21/2018	8085 GARFIELD ST NE	0	0		40.00		1.00				41.00
2018-00020	01/19/2018	8012 HAYES ST NE	0	0		40.00		1.00				41.00
2018-00301	08/13/2018	8012 HAYES ST NE	0	0		40.00		1.00				41.00
2018-00189	06/21/2018	8041 HAYES ST NE	0	0		40.00		1.00				41.00
2018-00268	07/27/2018	8072 HAYES ST NE	0	0		40.00		1.00				41.00
2017-00514	01/02/2018	8085 HAYES ST NE	0	0		40.00		1.00				41.00
2018-00043	02/22/2018	733 HOLLAND LN NE	0	0		40.00		1.00				41.00
2018-00191	06/21/2018	590 IONE AVE NE	0	0		40.50		1.00				41.50
2018-00493	12/19/2018	700 IONE AVE NE	0	0		40.00		1.00				41.00
2018-00038	02/13/2018	762 IONE AVE NE	0	0		40.00		1.00				41.00
2018-00066	03/21/2018	8016 MADISON ST NE	0	0		40.00		1.00				41.00
2018-00331	09/06/2018	8041 MADISON ST NE	0	0		40.00		1.00				41.00
2018-00079	03/28/2018	308 MANOR DR NE	0	0		40.00		1.00				41.00
2018-00469	11/29/2018	641 MANOR DR NE	0	0		40.00		1.00				41.00
2018-00136	05/21/2018	819 MANOR DR NE	0	0		40.00		1.00				41.00
2018-00333	09/06/2018	350 MAPLE ST NE	0	0		40.00		1.00				41.00
2018-00192	06/21/2018	451 MAPLE ST NE	0	0		42.15		1.00				43.15
2018-00164	06/05/2018	931 MARLBORO CT NE	0	0		40.00		1.00				41.00
2018-00015	01/16/2018	8317 MONROE ST NE	0	0		40.00		1.00				41.00
2018-00260	07/23/2018	8367 MONROE ST NE	0	0		40.00		1.00				41.00
2018-00024	01/24/2018	7972 PLEASANT VIEW DR NE	0	0		40.00		1.00				41.00
2018-00234	07/13/2018	8230 POLK ST NE	0	0		40.50		1.00				41.50
2018-00153	05/29/2018	350 ROSEDALE RD NE	0	0		40.00		1.00				41.00
2018-00052	10/02/2018	650 SANBURNOL DR NE	0	0		40.00		1.00				41.00
2018-00018	01/19/2018	786 SANBURNOL DR NE	0	0		40.00		1.00				41.00
2018-00138	05/21/2018	786 SANBURNOL DR NE	0	0		40.00		1.00				41.00
2018-00283	08/07/2018	800 SANBURNOL DR NE	0	0		40.00		1.00				41.00
2018-00040	02/21/2018	7800 TAYLOR ST NE	0	0		40.00		1.00				41.00
2018-00027	02/01/2018	8129 TAYLOR ST NE	0	0		40.00		1.00				41.00
2018-00371	09/21/2018	8246 TAYLOR ST NE	0	0		40.00		1.00				41.00
2018-00507	12/28/2018	7906 TERRACE RD NE	0	0		40.00		1.00				41.00
2018-00148	12/19/2018	8201 TERRACE RD NE	0	0		40.00		1.00				41.00
2018-00109	05/01/2018	8201 TYLER ST NE	0	0		40.00		1.00				41.00
2018-00068	03/21/2018	7757 VAN BUREN ST NE	0	0		40.00		1.00				41.00
2018-00465	11/27/2018	7763 VAN BUREN ST NE	0	0		40.00		1.00				41.00
2018-00031	02/05/2018	8039 VAN BUREN ST NE	0	0		40.00		1.00				41.00
2018-00317	08/24/2018	8400 WESTWOOD RD NE	0	0		40.00		1.00				41.00
2018-00261	07/23/2018	1569 WYLDWOOD LN NE	0	0		40.50		1.00				41.50

Permit#	Date Issued	Site Address	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	State Surcharge	Park Fees	SAC Units	SAC Fees	WAC Fees	Total Fees
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Permit Type: MECHANICAL - Totals

	Period		124	0		25,317.33		606.00					25,923.33
	YTD		124	0		25,317.33		606.00					25,923.33

Permit Type: PLUMBING

Permit Kind: COMMERCIAL PLUMBING

2018-00029	02/06/2018	8466 CENTRAL AVE NE		0		85.00		1.00					86.00
2018-00106	04/25/2018	8201 CENTRAL AVE NE STE		0		85.00		1.00					86.00
2018-00397	10/18/2018	7807 HIGHWAY 65 NE		0		202.00		1.00					203.00
2018-00413	10/22/2018	7807 HIGHWAY 65 NE		0		148.00		4.00					152.00
2018-00217	10/04/2018	8101 HIGHWAY 65 NE		0		85.00		1.00					86.00
2018-00414	11/14/2018	8101 HIGHWAY 65 NE		0		373.00		4.00					377.00
2018-00497	12/27/2018	8407 PLAZA BLVD NE		0		391.00		1.00					392.00
2018-00088	04/16/2018	8383 SUNSET RD NE		0		103.00		1.00					104.00
2018-00393	10/10/2018	8406 SUNSET RD NE		0		90.00	5.00	1.00					91.00
2018-00471	12/03/2018	8187 B UNIVERSITY AVE NE		0		85.00		1.00					86.00
2018-00063	03/22/2018	8421 UNIVERSITY AVE NE		0		184.00		1.00					185.00

Permit Kind: MULTI-FAMILY PLUMBING

2017-00509	02/21/2018	1628 HIGHWAY 10 NE		0		85.00		1.00					86.00
2018-00441	11/13/2018	8350 PIERCE ST NE		0		0.00							0.00
2018-00442	11/13/2018	8352 PIERCE ST NE		0		0.00							0.00
2018-00443	11/13/2018	8360 PIERCE ST NE		0		0.00							0.00
2018-00444	11/13/2018	8362 PIERCE ST NE		0		0.00							0.00
2018-00214	07/02/2018	7779 UNIVERSITY AVE NE		0		85.00		1.00					86.00
2018-00294	08/13/2018	7779 UNIVERSITY AVE NE		0		85.00		1.00					86.00
2018-00352	09/17/2018	7779 UNIVERSITY AVE NE		0		45.00		1.00					46.00

Permit Kind: SINGLE FAMILY PLUMBING

2018-00435	11/06/2018	8421 6TH ST NE		0		45.00		1.00					46.00
2018-00120	05/11/2018	504 78TH AVE NE		0		45.00		1.00					46.00
2018-00071	03/23/2018	524 78TH AVE NE		0		45.00		1.00					46.00
2018-00388	10/05/2018	1170 79TH AVE NE		0		45.00		1.00					46.00
2018-00327	09/06/2018	524 80TH AVE NE		0		45.00		1.00					46.00
2018-00075	03/26/2018	533 81ST AVE NE		0		72.00		1.00					73.00
2018-00285	10/04/2018	1550 82ND AVE NE		0		45.00		1.00					46.00
2018-00448	11/14/2018	542 82ND AVE NE		0		45.00		1.00					46.00
2018-00484	12/11/2018	542 82ND AVE NE		0		45.00		1.00					46.00

Permit#	Date Issued	Site Address	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	State Surcharge	Park Fees	SAC Fees	WAC Fees	Total Fees
Permit Type: PLUMBING												
Permit Kind: SINGLE FAMILY PLUMBING												
2018-00025	01/24/2018	756 82ND AVE NE	0	0		45.00		1.00				46.00
2018-00449	11/15/2018	626 83RD AVE NE	0	0		45.00		1.00				46.00
2018-00377	09/28/2018	748 83RD AVE NE	0	0		54.00		1.00				55.00
2018-00167	06/07/2018	773 83RD AVE NE	0	0		45.00		1.00				46.00
2018-00394	10/11/2018	861 83RD AVE NE	0	0		45.00		1.00				46.00
2018-00137	05/21/2018	540 84TH AVE NE	0	0		45.00		1.00				46.00
2018-00103	04/25/2018	600 84TH AVE NE	0	0		45.00		1.00				46.00
2018-00123	05/14/2018	617 84TH AVE NE	0	0		45.00		1.00				46.00
2018-00408	10/18/2018	795 84TH AVE NE	0	0		45.00		1.00				46.00
2018-00247	07/20/2018	899 84TH AVE NE	0	0		45.00		1.00				46.00
2018-00149	05/30/2018	7725 ABLE ST NE	0	0		45.00		1.00				46.00
2018-00065	03/20/2018	574 BALLANTYNE LN NE	0	0		63.00		1.00				64.00
2018-00047	02/26/2018	580 BALLANTYNE LN NE	0	0		45.00		1.00				46.00
2018-00127	05/17/2018	699 BALLANTYNE LN NE	0	0		45.00		1.00				46.00
2018-00303	08/16/2018	832 BALLANTYNE LN NE	0	0		45.00		1.00				46.00
2018-00372	09/21/2018	8055 BENJAMIN ST NE	0	0		49.00		1.00				50.00
2018-00382	10/03/2018	8060 BUCHANAN ST NE	0	0		100.00		2.00				102.00
2018-00049	02/28/2018	1323 COUNCIL OAKS DR NE	0	0		45.00		1.00				46.00
2018-00337	09/11/2018	1326 CROWN OAKS DR NE	0	0		54.00		1.00				55.00
2018-00037	02/12/2018	8097 GARFIELD ST NE	0	0		45.00		1.00				46.00
2018-00421	10/26/2018	708 HOLLAND LN NE	0	0		45.00		1.00				46.00
2018-00042	02/22/2018	733 HOLLAND LN NE	0	0		45.00		1.00				46.00
2018-00430	11/02/2018	548 IONE AVE NE	0	0		45.00		1.00				46.00
2018-00332	09/06/2018	691 IONE AVE NE	0	0		45.00		1.00				46.00
2018-00386	10/04/2018	7708 LAKEVIEW LN NE	0	0		45.00		1.00				46.00
2018-00308	08/17/2018	8347 LAKEWOOD DR NE	0	0		54.00		1.00				55.00
2018-00019	01/19/2018	508 LUND AVE NE	0	0		45.00		1.00				46.00
2018-00182	06/14/2018	7849 MADISON ST NE	0	0		45.00		1.00				46.00
2018-00313	08/20/2018	8041 MADISON ST NE	0	0		45.00		1.00				46.00
2018-00420	10/29/2018	706 MANOR DR NE	0	0		45.00		1.00				46.00
2018-00299	08/13/2018	819 MANOR DR NE	0	0		45.00		1.00				46.00
2018-00220	07/03/2018	880 MANOR DR NE	0	0		45.00		1.00				46.00
2018-00492	12/18/2018	8030 MCKINLEY ST NE	0	0		135.00		1.00				136.00
2018-00085	04/03/2018	8192 MIDDLETOWN RD NE	0	0		45.00		1.00				46.00
2018-00339	09/11/2018	7856 MONROE ST NE	0	0		45.00		1.00				46.00
2018-00494	12/20/2018	8490 MONROE ST NE	0	0		45.00		1.00				46.00
2018-00277	08/13/2018	8135 PLEASANTVIEW DRIVE NE	0	0		45.00		1.00				46.00
2018-00053	03/06/2018	8202 POLK ST NE	0	0		49.00		1.00				50.00

Permit#	Date Issued	Site Address	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	State Surcharge	Park Fees	SAC Fees	WAC Fees	Total Fees
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Permit Type: PLUMBING

Permit Kind: SINGLE FAMILY PLUMBING												
2018-00058	03/09/2018	8041 QUINCY ST NE	0	0	45.00	45.00	5.00	1.00				46.00
2018-00184	06/14/2018	574 ROSEDALE RD NE	0	0	45.00	45.00	5.00	1.00				46.00
2018-00490	12/17/2018	350 SANBURNOL DR NE	0	0	45.00	45.00	5.00	1.00				46.00
2018-00059	03/16/2018	786 SANBURNOL DR NE	0	0	45.00	45.00	5.00	1.00				46.00
2018-00086	04/06/2018	786 SANBURNOL DR NE	0	0	45.00	45.00	5.00	1.00				46.00
2018-00302	08/16/2018	800 SANBURNOL DR NE	0	0	45.00	45.00	5.00	1.00				46.00
2018-00078	03/28/2018	814 SANBURNOL DR NE	0	0	45.00	45.00	5.00	1.00				46.00
2018-00156	05/30/2018	7718 TAYLOR ST NE	0	0	45.00	45.00	5.00	1.00				46.00
2018-00376	09/25/2018	7766 TAYLOR ST NE	0	0	45.00	45.00	5.00	1.00				46.00
2018-00155	05/30/2018	7849 TAYLOR ST NE	0	0	45.00	45.00	5.00	1.00				46.00
2018-00316	08/24/2018	8000 TERRACE RD NE	0	0	45.00	45.00	5.00	1.00				46.00
2018-00016	01/17/2018	8410 TERRACE RD NE	0	0	45.00	45.00	5.00	1.00				46.00
2018-00426	12/18/2018	7749 TYLER ST NE	0	0	45.00	45.00	5.00	1.00				46.00
2018-00419	10/24/2018	8270 TYLER ST NE	0	0	45.00	45.00	5.00	1.00				46.00
2018-00304	08/16/2018	924 VICEROY DR NE	0	0	85.00	85.00	5.00	1.00				86.00
2018-00110	05/02/2018	939 VICEROY DR NE	0	0	45.00	45.00	5.00	1.00				46.00
2018-00504	12/27/2018	8008 WASHINGTON ST NE	0	0	45.00	45.00	5.00	1.00				46.00

Permit Type: PLUMBING - Totals

Period	83	0	5,276.00	5.00	86.00	5,362.00
YTD	83	0	5,276.00	5.00	86.00	5,362.00

Permit Type: SIGN

Permit Kind: COMMERCIAL SIGN PERMANENT												
2018-00099	04/19/2018	1301 81ST AVE NE	0	0	0.00							0.00
2018-00177	06/13/2018	1415 81ST AVE NE	0	0	225.00							225.00
2018-00101	04/20/2018	8466 CENTRAL AVE NE	0	0	216.00							216.00
2018-00488	12/13/2018	8201 CENTRAL AVE NE STE	0	0	75.00							75.00
2018-00243	07/18/2018	1066 HIGHWAY 10 NE	0	0	75.00							75.00
2018-00485	12/11/2018	1611 HIGHWAY 10 NE	0	0	231.25							231.25
2018-00188	06/19/2018	1633 HIGHWAY 10 NE	0	0	408.74							408.74
2018-00340	09/11/2018	8097 HIGHWAY 65 NE	0	0	251.25							251.25
2018-00194	06/21/2018	8169 UNIVERSITY AVE NE	0	0	150.00							150.00
2018-00273	07/30/2018	8421 UNIVERSITY AVE NE	0	0	737.50							737.50

Permit Kind: COMMERCIAL SIGN TEMPORARY

Permit#	Date Issued	Site Address	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	State Surcharge	Park Fees	SAC Fees	WAC Fees	Total Fees
Permit Type: SIGN												
Permit Kind: COMMERCIAL SIGN TEMPORARY												
2018-00262	07/25/2018	1111 81ST AVE NE	0	0		35.00						35.00
2018-00341	09/13/2018	1111 81ST AVE NE	0	0		35.00						35.00
2018-00423	10/30/2018	1111 81ST AVE NE	0	0		35.00						35.00
2018-00477	12/05/2018	1611 HIGHWAY 10 NE	0	0		70.00						70.00
2018-00486	12/12/2018	8097 HIGHWAY 65 NE	0	0		140.00						140.00
2018-00157	05/31/2018	8101 HIGHWAY 65 NE	0	0		70.00						70.00
2018-00457	11/19/2018	8465 PLAZA BLVD NE	0	0		105.00						105.00
2018-00366	09/19/2018	8421 UNIVERSITY AVE NE	0	0		35.00						35.00
Permit Type: SIGN - Totals												
			Period	18	0	2,894.74						2,894.74
			YTD	18	0	2,894.74						2,894.74
Permit Type: ZONING												
Permit Kind: COMMERCIAL FENCE												
2018-00410	10/22/2018	7916 CENTRAL AVE NE	0	0		45.00						45.00
2018-00432	11/09/2018	8370 PIERCE ST NE	0	0		45.00						45.00
Permit Kind: SINGLE FAMILY ACCESSORY BUILDING												
2018-00096	04/26/2018	8401 5TH ST NE	0	0		45.00						45.00
Permit Kind: SINGLE FAMILY DRIVEWAY												
2018-00312	08/17/2018	8401 5TH ST NE	0	0		45.00						45.00
2018-00373	09/24/2018	8121 6TH ST NE	0	0		45.00						45.00
2018-00239	07/16/2018	733 81ST AVE NE	0	0		45.00						45.00
2018-00351	09/14/2018	824 82ND AVE NE	0	0		45.00						45.00
2018-00128	05/18/2018	968 82ND AVE NE	0	0		45.00						45.00
2018-00347	09/14/2018	616 84TH AVE NE	0	0		45.00						45.00
2018-00142	05/22/2018	8020 GARFIELD ST NE	0	0		45.00						45.00
2018-00350	09/18/2018	593 IONE AVE NE	0	0		45.00						45.00
2018-00143	05/23/2018	7939 JACKSON ST NE	0	0		45.00						45.00
2018-00291	08/13/2018	8102 POLK ST NE	0	0		45.00						45.00
2018-00258	08/09/2018	7783 TYLER ST NE	0	0		45.00						45.00
2018-00318	08/24/2018	7809 VAN BUREN ST NE	0	0		45.00						45.00
Permit Kind: SINGLE FAMILY FENCE												
2018-00244	07/19/2018	8401 6TH ST NE	0	0		45.00						45.00

Permit#	Date Issued	Site Address	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	State Surcharge	Park Fees	SAC Units	SAC Fees	WAC Fees	Total Fees
Permit Type: ZONING													
Permit Kind: SINGLE FAMILY FENCE													
2018-00198	07/03/2018	525 79TH AVE NE	0	0	45.00	45.00							45.00
2018-00255	07/25/2018	602 82ND AVE NE	0	0	45.00	45.00							45.00
2018-00259	07/20/2018	1595 83RD AVE NE	0	0	45.00	45.00							45.00
2017-00127	01/19/2018	649 83RD AVE NE	0	0	45.00	45.00							45.00
2018-00226	07/09/2018	712 83RD AVE NE	0	0	45.00	45.00							45.00
2018-00133	05/23/2018	871 84TH AVE NE	0	0	45.00	45.00							45.00
2018-00115	05/04/2018	408 LUND AVE NE	0	0	45.00	45.00							45.00
2018-00374	09/27/2018	500 MANOR DR NE	0	0	45.00	45.00							45.00
2018-00256	07/23/2018	828 SANBURNOL DR NE	0	0	45.00	45.00							45.00
2018-00257	07/23/2018	8018 TERRACE RD NE	0	0	45.00	45.00							45.00
2018-00223	08/08/2018	7783 TYLER ST NE	0	0	45.00	45.00							45.00
2018-00295	08/23/2018	7783 TYLER ST NE	0	0	45.00	45.00							45.00
Permit Kind: SINGLE FAMILY SHED													
2018-00211	06/29/2018	8141 5TH ST NE	0	0	45.00	45.00							45.00
2018-00446	11/15/2018	8121 6TH ST NE	0	0	45.00	45.00							45.00
2018-00240	07/16/2018	733 81ST AVE NE	0	0	45.00	45.00							45.00
2018-00348	09/17/2018	824 82ND AVE NE	0	0	45.00	45.00							45.00
2018-00270	07/30/2018	713 83RD AVE NE	0	0	45.00	45.00							45.00
2018-00267	09/05/2018	1600 85TH AVE NE	0	0	50.00	50.00	5.00						50.00
2018-00368	09/20/2018	8306 LAKEWOOD DR NE	0	0	45.00	45.00							45.00
2018-00199	06/22/2018	7817 VAN BUREN ST NE	0	0	45.00	45.00							45.00
2018-00209	07/02/2018	584 WESTBY DR NE	0	0	45.00	45.00							45.00

Permit Type: ZONING - Totals

Period	YTD	37	0	1,670.00	5.00	1,670.00	5.00	7,918.43	1	2,485.00	945.00	302,711.25
YTD		37	0	1,670.00	5.00	1,670.00	5.00	7,918.43	1	2,485.00	945.00	302,711.25

Report Total	Period	YTD	497	1	\$22,406,351.26	201,845.91	83,286.91	7,918.43	1	2,485.00	945.00	302,711.25
	YTD		497	1	\$22,406,351.26	201,845.91	83,286.91	7,918.43	1	2,485.00	945.00	302,711.25



CITY OF SPRING LAKE PARK

1301 Eighty First Avenue NE

Spring Lake Park, MN 55432

Ph: 763-784-6491 Fax: 763-792-7257

2019 APPOINTMENTS

I. ELECTED OFFICIALS

POSITION	TERM	NAME	TERM EXPIRES
Mayor	4 Years	Cindy Hansen	1/1/23
Councilmember	4 Years	Bob Nelson	1/3/21
Councilmember	4 Years	Ken Wendling	1/1/23
Councilmember	4 Years	Barbara Goodboe-Bisschoff	1/3/21
Councilmember	4 Years	Brad Delfs	1/1/23

II. ANNUAL APPOINTMENTS AT FIRST MEETING OF THE YEAR

POSITION	TERM	NAME	TERM EXPIRES
Acting Mayor	Annual	Bob Nelson	1/6/20
Official Newspaper	Annual	Blaine/SLP Life	1/6/20
Official Depository	Annual	U.S. Bank	1/6/20
		4M Fund	1/6/20
		Wells Fargo Bank	1/6/20
		UBS	1/6/20
		RBS Wealth Management	1/6/20
Agent of Record	Annual	Northern Capital Insurance	1/6/20
Attorney	Annual	Carson, Clelland & Schreder	1/6/20
Auditor	Annual	Smith Schafer	1/6/20
Engineer	Annual	Stantec	1/6/20
Weed Inspector	Annual	Mayor	1/6/20
Asst. Weed Inspector	Annual	Terry Randall	1/6/20
Animal Control	Annual	Douglas Ebeltoft	1/6/20

III. COUNCIL COMMITTEES

COMMITTEE	TERM	NAME	TERM EXPIRES
Parks & Recreation Commission Liaison	Annual	Ken Wendling	1/6/20
Parks & Recreation Commission Alternate	Annual	Brad Delfs	1/6/20
Planning Commission Liaison	Annual	Brad Delfs	1/6/20
Planning Commission Alternate	Annual	Cindy Hansen	1/6/20
Anoka County Joint Law Enforcement Council	Annual	Cindy Hansen	1/6/20
Anoka County Joint Law Enforcement Council – Alt.	Annual	Bob Nelson	1/6/20

COMMITTEE	TERM	NAME	TERM EXPIRES
Anoka County Fire Protection Council	Annual	Brad Delfs	1/6/20
Anoka County Fire Protection Council – Alternate	Annual	Cindy Hansen	1/6/20
Beyond the Yellow Ribbon	Annual	Bob Nelson	1/6/20
Beyond the Yellow Ribbon	Annual	Ken Wendling	1/6/20
Fire Department Liaison	Annual	Ken Wendling	1/6/20
Administrative Committee Fire Protection Services	Annual	Daniel Buchholtz	1/6/20
Negotiations – Patrol	Annual	Ken Wendling	1/6/20
Negotiations – Patrol	Annual	Brad Delfs	1/6/20
Negotiations – Patrol	Annual	Daniel Buchholtz	1/6/20
Negotiations – Sergeants	Annual	Ken Wendling	1/6/20
Negotiations – Sergeants	Annual	Bob Nelson	1/6/20
Negotiations – Sergeants	Annual	Daniel Buchholtz	1/6/20
Negotiations – Public Works	Annual	Cindy Hansen	1/6/20
Negotiations – Public Works	Annual	Brad Delfs	1/6/20
Negotiations – Public Works	Annual	Daniel Buchholtz	1/6/20
Non-Bargained Employee Personnel Committee	Annual	Cindy Hansen	1/6/20
Non-Bargained Employee Personnel Committee	Annual	Bob Nelson	1/6/20
Non-Bargained Employee Personnel Committee	Annual	Daniel Buchholtz	1/6/20
N. Metro Cable Communications Commission	Annual	Cindy Hansen	1/6/20
N. Metro Cable Communications Commission – Alt.	Annual	Brad Delfs	1/6/20
N. Metro Cable Communications Operations Committee	Annual	Daniel Buchholtz	1/6/20
North Metro Mayor’s Assn Rep.	Annual	Ken Wendling	1/6/20
North Metro Mayor’s Assn. – Alt.	Annual	Cindy Hansen	1/6/20
North Metro Mayor’s Assn Operations Committee	Annual	Daniel Buchholtz	1/6/20

COMMITTEE	TERM	NAME	TERM EXPIRES
Tower Days Committee Liaison	Annual	Brad Delfs	1/6/20
Tower Days Committee Alt.	Annual	Ken Wendling	1/6/20
Trunk Highway 65 Corridor Coalition	Annual	Bob Nelson	1/6/20
School Board Liaison	Annual	Brad Delfs	1/6/20
Suburban Rate Authority	Annual	Daniel Buchholtz	1/6/20
Suburban Rate Authority – Alt.	Annual	Terry Randall	1/6/20
Coon Creek Watershed District Citizens Advisory Commission	Annual	Barbara Goodboe-Bisschoff	1/6/20
Coon Creek Watershed District Technical Advisory Committee	Annual	Phil Gravel	1/6/20

IV. ADMINISTRATIVE APPOINTMENTS

POSITION	TERM	NAME
Administrator, Clerk-Treasurer	Indefinite	Daniel Buchholtz
Police Chief	Indefinite	Douglas Ebeltoft
Parks & Recreation Director	Indefinite	Marian Rygwall
Public Works Director	Indefinite	Terry Randall
Building Official	Indefinite	Barry Brainard
Plumbing Inspector	Indefinite	Barry Brainard
Fire Marshal	Indefinite	Barry Brainard

V. PLANNING COMMISSION (Municipal Code Chapter 3)

POSITION	TERM	NAME	TERM EXPIRES
Commissioner	3 Years	Jeff Bernhagen	12/31/19
Commissioner	3 Years	Doug Eischens	12/31/19
Commissioner	3 Years	Eric Julien	12/31/20
Commissioner	3 Years	Rick Cobbs	12/31/20
Commissioner	3 Years	Lisa Dircks	12/31/21
Commissioner	3 Years	Hans Hansen	12/31/21
Commissioner (student)	1 Year		

VI. EMERGENCY MANAGEMENT AGENCY (Municipal Code Chapter 8 – Appointed by Mayor)

POSITION	TERM	NAME
Co-Directors	Indefinite	Doug Ebeltoft/Charlie Smith
Deputy Directors	Indefinite	Sgts. Long and Antoine

VII. PARKS AND RECREATION COMMISSION

POSITION	TERM	NAME	TERM EXPIRES
Commissioner	3 Years	Barbara Harlan	12/31/19
Commissioner	3 Years	Chris Lammers	12/31/19
Commissioner	3 Years	Daniel Lambert	12/31/20
Commissioner	3 Years	Vacant	12/31/20
Commissioner	3 Years	Vacant	12/31/20
Commissioner	3 Years	Mark Hoard	12/31/21
Commissioner	3 Years	Vacant	12/31/21



APPLICATION
BOARD/COMMISSION MEMBER

These questions are designed to obtain information about your experience and interest in civic activities. You may return your application by mail, email or fax. Mail to: Administrator, Clerk/Treasurer's Office, 1301 81st Avenue NE, Spring Lake Park, MN 55432; E-Mail to: jgooden@slpmn.org; or Fax to (763) 792-7257. Your application will remain on file for six months. If you have questions, please call the Administrator, Clerk/Treasurer's Office at (763) 784-6491. Thank you for your interest!

Name: Hans W. Hansen Adult (18+) Student (under 18)
Address: 8331 Able St. NE, Spring Lake Park Zip: 55432
Home #: _____ Cell #: _____
Email: _____ Work #: _____

Length of residence in Spring Lake Park (in years) 14 May we call you at work? Yes No

I am interested in serving on the following commission:

(If you have an interest in more than one commission, you may rank your choices)

- Planning and Zoning Commission
 Parks and Recreation Commission

Community, Civic or Volunteer Experience: Planning Commission member 2015-2017, Planning Commission Chair 2018, Risk Management Association board member 2015-Present, Risk Management Association Chair 2007, Messiah Lutheran Church Treasurer 2009-2014

Interests and Hobbies: History, Volunteer activities

Occupation and Work Experience (you may attach a resume if desired): Risk management professional with various Twin Cities banks over the past 30 years.

Please complete other side of application

Educational Background/Training: BA - Accounting - Gustavus Adolphus College (1986) MBA - Finance - University of St. Thomas (1991)

What skills or personal qualities do you possess that would make you valuable as a board or commission member? Patient, friendly, detail-oriented, team player

Why are you interested in volunteering? To assist Spring Lake Park in being a premier area to do business and raise a family.

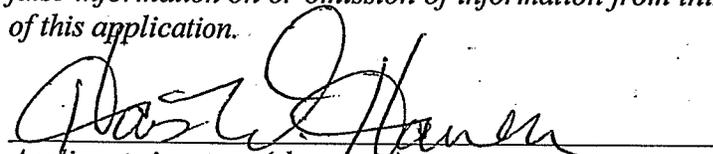
Conflicts of Interest

No commissioner shall: (1) Enter into any contract with the city unless otherwise authorized by law. (2) Use their position to secure any special privilege or exemption for themselves or others. (3) Use their office or otherwise act in any manner which would give the appearance of or result in any impropriety or conflict of interest.

IMPORTANT INFORMATION CONCERNING YOUR APPLICATION

DATA PRIVACY NOTICE: Minnesota law requires that you be informed of the purposes and intended uses of the information you are providing on this application. Pursuant to Minnesota Statutes Section 13.601, your name, city of residence, employment history, volunteer work, awards and honors are public data and is available to anyone who requests the information. The data that you give us about yourself is also needed to identify you and assist in determining your suitability for the commission(s) for which you are applying. This data is not legally required, but refusal to supply the information requested may affect the City Council's ability to evaluate your application. Should you be appointed to serve on a board or commission, pursuant to Minnesota Statutes Section 13.601, your residential address and either a telephone number or electronic mail address (or both) where you can be reached also become public information.

I have read and understand the data privacy information given above and authorize investigation of all statements contained in this application as may be necessary to arrive at an appointment decision. I certify that all answers given here are true, and I understand that any false information on or omission of information from this application will be cause for rejection of this application.


Applicant signature (electronic)

Dec. 16, 2018
Date



APPLICATION
BOARD/COMMISSION MEMBER

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Name: LISA DIRCKS Adult (18+) Student (under 18)
Address: 773 - 83RD AVE NE Zip: 55432
Home #: N/A Cell #: 6 7
Email: _____ Work #: _____

Length of residence in Spring Lake Park (in years) 10 May we call you at work? Yes No

I am interested in serving on the following commission:
(If you have an interest in more than one commission, you may rank your choices)

- Planning and Zoning Commission
- Parks and Recreation Commission

Community, Civic or Volunteer Experience: 20+ YEARS OF COMMUNITY AND CIVIC VOLUNTEER EXPERIENCE WITH THE FOLLOWING AGENCIES: FARI FOR ALL, NATIONAL PARK SERVICE, MN DNR, ADOPY-A - HIGHWAY & ANOKA COUNTY A-H

Interests and Hobbies: BREWING, FIBER ARTS, TRAVEL

Occupation and Work Experience (you may attach a resume if desired): 20+ YEARS IN THE CIVIL TECHNOLOGY AND LAND SURVEYING FIELDS. SEE RESUME FOR DETAILS

Please complete other side of application

Educational Background/Training: AA5 CIVIL TECHNOLOGY & LAND SURVEYING

What skills or personal qualities do you possess that would make you valuable as a board or commission member? BACKGROUND IN CIVIL PLANNING AND CONSTRUCTION RELATED FIELDS, CONTINUED DESIRE TO SERVE MY COMMUNITY IN A MEANINGFUL WAY BY SHARING EXPERTISE

Why are you interested in volunteering? AFTER 6 YEARS ON THE COMMISSION, I ENJOY TAKING PART IN THE DIALOGUE THAT SHAPES THE COMMUNITY I LIVE IN.

Conflicts of Interest

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Jesse Morales
Applicant signature (electronic)

12/19/18
Date



APPLICATION
BOARD/COMMISSION MEMBER

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Name: Eric Julien Adult (18+) Student (under 18)
Address: 700 Holland Ln. NE. Spring Lake Park, MN. Zip: 55432
Home #: _____ Cell #: _____
Email: _____ Work #: _____

Length of residence in Spring Lake Park (in years) 44 May we call you at work? Yes No

I am interested in serving on the following commission:
(If you have an interest in more than one commission, you may rank your choices)

- Planning and Zoning Commission
- Parks and Recreation Commission

Community, Civic or Volunteer Experience: Very little

Interests and Hobbies: Hobbies: Mechanic, Collecting and restoring classic cars and trucks.

Occupation and Work Experience (you may attach a resume if desired): I am employed as a truck driver for Supervalu in Hopkins, MN. I have driven the Supervalu/Cab truck in the Tower Days parade the last two years

Please complete other side of application

Educational Background/Training: Graduate of Spring Lake Park High School. Graduate of Anoka Technical College Auto Body Repair program. Graduate of Northeast Metro Technical College Truck Driver Training program.

What skills or personal qualities do you possess that would make you valuable as a board or commission member? I enjoy the challenge of finding solutions to problems, while being mindful of economic, social, and environmental concerns.

Why are you interested in volunteering? Spring Lake Park has always been a great place to live, people that came before me made that happen. I want to play a part in continuing their legacy and make Spring Lake Park a great place for future generations.

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Applicant signature (electronic)

12-20-2018
Date



City of Spring Lake Park
Engineer's Project Status Report

To: Council Members and Staff
From: Phil Gravel

Re: **Status Report for 1.7.19 Meeting**
File No.: R-18GEN

Note: Updated information is shown in *italics*.

MS4 Permit (193802936).

Annual Training was completed in December. 2019 Report and Annual Public Meeting completed in June.

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

An updated LSWMP based on comments received from the various review agencies has been prepared and distributed to appropriate agencies. Rice Creek Watershed has approved. Coon Creek Watershed has not.

2018 Sanitary Sewer Lining Project (193804547).

This project includes sewer lining in the northeast area of the city. Lining repair work continues. Service wye grouting will occur next. Terry Randall is monitoring the work.

2019 Street Seal Coat Project (193804625).

Plans and specifications are being prepared for winter bidding.

Wells 4 and 5 (193804554): Contractor is Keys Well Drilling. Well 4 was video inspected on October 31 and found to be in good condition. Well 4 is now operating. *Well 5 has been taken out of service and rehabilitation work on Well 5 has started.*

Arthur Street (Well 5) Water Treatment Plant Evaluation (193801776 Task 300): An onsite walkthrough has been completed. A summary list of identified plant issues has been prepared and reviewed by the Administrator and Public Works Director. *Calibration tubes for the Manganese Sulfate and Potassium Permanganate feed systems have been added. New water samples have been sent for testing. Infrared testing of electrical equipment has been completed. An inspection of the filter interior and media will be completed next.*

Bituminous Trail (on Osborne Rd. from TH 65 to Central Avenue)(193804584): This trail segment may be reconstructed in 2019. *A topographic survey has been completed.*

Cellular Antenna Installations on Water Towers:

- **Verizon on Arthur Street tower.** This is a new installation. Revised Construction Drawings were submitted in December 2018. *Lease issues are being discussed.*
- **AT&T on Arthur Street tower.** Replacement/modification project. *4th Amendment to Lease was approved on 11/19/18. Revision 4 Construction Drawings (CDs) dated 10/17/18 are approvable from and engineering standpoint.*
- **T-Mobile Utility Upgrade/Backup power (generator) - Able Street tower.** This project includes installing a permanent generator. *Review of lease issues and construction drawings will begin when an escrow account has been established.*

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

CORRESPONDENCE

accessory dwelling units



<https://accessorydwelling.com>

IS THERE SUPPORT FOR BUILDING SMALLER HOMES IN BACKYARDS ACROSS THE NATION?

By John Van Gieson

Karen Chapple, a professor of city and regional planning at the University of California, Berkeley, is an affordable housing expert who wanted to test her ideas by building a small home in the yard behind her house.

Known as accessory dwelling units, or ADUs, small backyard homes are growing in popularity across the country, especially in Western cities. Advocates tout ADUs as an excellent way to provide affordable housing in increasingly unaffordable urban neighborhoods. Skeptics say the trend is encouraging, but the number of ADUs being built is pitifully short of what is needed to make a dent in the affordable housing crisis. Fearing the impact

Some cities have made substantial progress in facilitating ADU development.



Photo courtesy Asmund Tweto

Portland has the most ADUs of any jurisdiction in the country.

on their neighborhoods, opponents have imposed restrictions and outright bans on ADUs in a number of cities.

Several years ago Chapple was approached by a group of civil engineering students seeking her advice on building an energy efficiency class project. “Why don’t you use my yard for your project to build an energy efficient tiny home?” she asked the students. They agreed.

The students designed Chapple’s ADU, pulled the permits and built a model 400-square-foot tiny home in her Berkeley Flats yard.

Kol Peterson, a Portland, Ore., ADU consultant (www.buildinganadu.com), has become a guru to the ADU movement, writing a how-to book called “Backyard Revolution: The Definitive Guide to ADU Development.” He said some cities have made substantial progress in facilitating ADU development but too many others have made it impossible to build ADUs in their cities.

“In some jurisdictions this is a new housing phenomenon so they’re scared of it because they perceive it’s going to alter the fabric of their neighborhoods,” Peterson said. “They worry about parking, and they worry about their single-family neighborhood becoming a slum.”

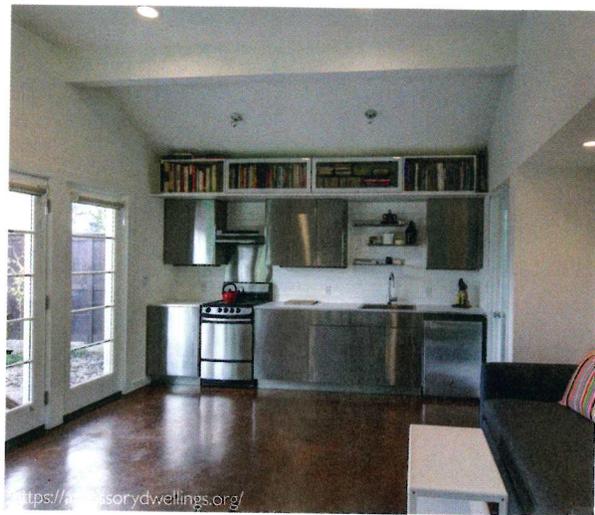
“In Portland, they have the most ADUs of any jurisdiction in the country, but it’s only one percent of the housing supply,” he said. “It’s better than anyplace else, but it’s still got a lot of room for improvement.”

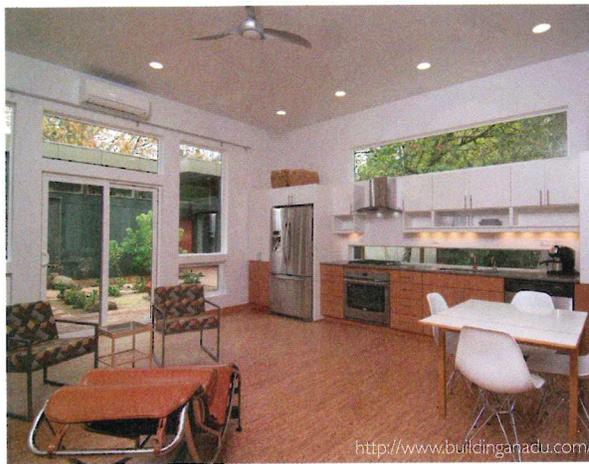
“There’s not a single city east of Austin, Texas, that has decent ADU regulations; not even close to decent,” Peterson said. “The current regulations are bad on the entire East Coast.”

Chapple said ADUs increase the supply of affordable housing. A seemingly contradictory divide has grown up, however, between ADU proponents and affordable housing advocates.

“Affordable housing advocates are angry about ADUs because they think they’re getting some sort of free ride, and they’re not providing affordable housing,” Chapple said. “It’s affordable housing for your own family.”

Affordable housing is a major justification for ADUs, but there are other good reasons to take up residence in





a tiny house in somebody's backyard. ADUs are the latest twist on separate facilities such as "carriage houses" and "granny flats," where homeowners provided housing for family, servants or renters.

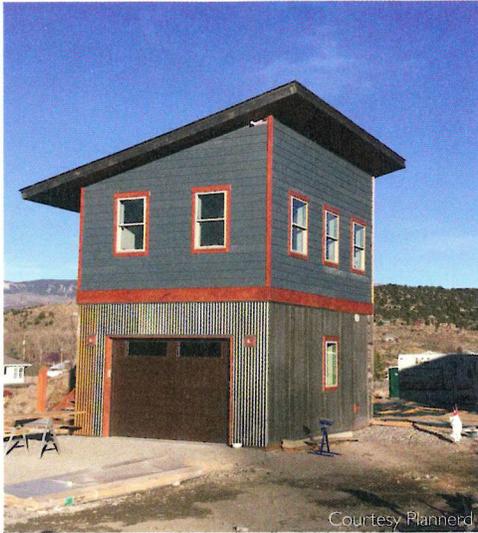
ADUs make great places for students, including family members, who are attending college. Many provide housing for elderly parents who need to cut their housing costs and maintain their independence while living close to adult children in times of need.

Urban planners like ADUs because they contribute to the goal of increasing density in single-family residential neighborhoods and promote infill development.

There is a strong NIMBY (Not in My Backyard) element to neighborhood opposition to ADUs. Opponents object to denser neighborhoods, small houses on the edge of their property and the possibility of tax increases to pay for services to new residents. There is a perception, incorrect according to Chapple, that new ADU residents create neighborhood parking problems.

She said her studies have shown no net loss of parking space in Portland and Seattle neighborhoods that have a lot of ADUs. "Wait a minute," Chapple tells opponents

Young couples and families use ADU income to reduce their housing costs.



who raise parking issues, “people have fewer cars. There also are households with six cars. It’s just that they’re not living in tiny homes.”

Among cities where anti-ADU arguments have delayed action on ordinances easing ADU restrictions is Boulder, Colo. Ken Hotard, vice president of the Boulder Area Association of REALTORS®, said the city has an acute shortage of affordable housing units.

Hotard said city planners have come up with a package of reasonable regulations, but progress has been thwarted by the protests of angry residents and the fears of cautious politicians who put off a decision until after the 2018 election. Boulder has held six public hearings, including one that lasted six hours and attracted 60 speakers, many of whom opposed the new regulations.

The issue of renting ADUs has drawn a mixed response, even from cities that are encouraging development of the small houses. Some opponents don’t want strangers moving into rental units in their established neighborhoods, but advocates say lower-cost rentals increase affordable housing options and help young couples and families use ADU income to reduce their housing costs.

Asmund Tweto, a Portland architect (www.asmundtweto-architect.com), said a number of Portland ADU owners use the buildings for different purposes at different stages of their lives. “Lots of young people who have a big house have built an ADU,” he said. “They live in the ADU and rent the big house. When they have kids they switch and

they rent out the ADU and live in the big house. As they get old, they can switch again when they no longer need to live in the big house.”

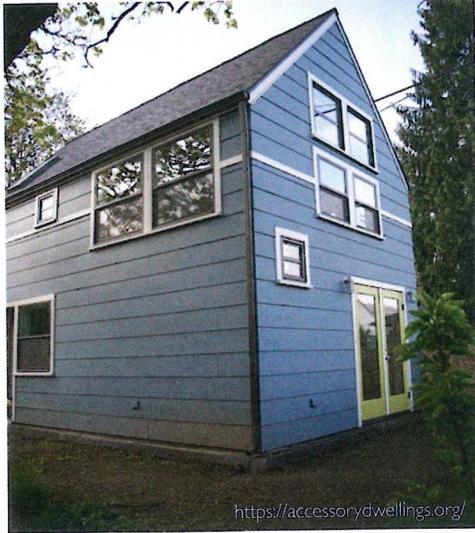
Tweto built a 340-square-foot ADU in his backyard in 2017. He has been renting it, mostly through Airbnb.

“I’m using ours as a short-term rental, and we’ve had hundreds of people stay there,” Tweto said. “It’s 70 to 80 percent booked most of the time.”

Cities promoting ADU development offer a number of incentives such as waiving development fees, easing parking requirements and reducing bureaucratic rules. Peterson said it’s been a pleasure dealing with Portland’s ADU bureaucrats because the fee waivers can save ADU owners about \$20,000.

Calling ADUs small or tiny houses can be misleading. They are real houses, built to the same standards as single-family houses in the community — only smaller. Both ADUs and main houses are required to have living space, at least one bedroom, and kitchens and bathrooms with standard cooking and plumbing facilities. Each type of house must be connected individually to electric, gas, water and sewer lines.

Cities promoting ADU development offer a number of incentives such as waiving development fees.



ADU affordable-housing solutions are getting more creative.

Size restrictions are common in cities that encourage ADU development. Tweto said Portland limits ADUs to 800 square feet or 75 percent of the area of the main house.

There are two types of ADUs, internal and external. External refers to stand alone units that are not connected to the main house. Internal refers to basement and garage ADUs that are part of the main house.

Converting internal space into an ADU is generally cheaper, but may be more complicated than building a new unit and can be subject to stricter regulations. Building codes usually require separate entrances for internal ADUs.

Calling the main houses, which share a lot with ADUs, “big houses” is also a misnomer. Main houses in Portland and other cities tend to be smaller two- or three-bedroom houses built as far back as the 1920s to house working

class residents — not McMansions housing the rich. These older neighborhoods tend to be gentrifying, affecting both affordability and availability.

ADU affordable-housing solutions are getting more creative. In an attempt to develop more affordable housing in high cost San Francisco, Chapple said, local officials have allowed the conversion of apartment parking garages into ADUs.

The cost of building an ADU varies widely depending on local conditions and political priorities. Chapple said costs run about \$350,000 to \$390,000 in the San Francisco Bay area with reports of ADUs that cost \$800,000 to build.

“I’ve been sort of shocked by how expensive these are turning out to be,” she said. “\$350,000 is not quite an affordable unit.”

U-Cal is developing an ADU report card to measure how well California cities are doing to encourage development of ADUs.

Portland REALTOR® Matt Guy said he could build an “entry-level” ADU there for about \$150,000.

In a 2017 survey, Chapple’s U-Cal research team concluded that it cost an average of \$156,000 to build an ADU in three progressive Northwestern cities — Portland, Seattle and Vancouver, B.C.

Chapple said her team at U-Cal is developing an ADU report card to measure how well California cities are doing to encourage development of ADUs as an affordable housing solution.

“The median grade right now is somewhere around a B or B minus,” she said. “There are a few who have used this as an opportunity to make it harder to build ADUs.” Chapple said. Some suburban officials are resisting ADUs, she said, but there is surprisingly strong support in some rural areas.

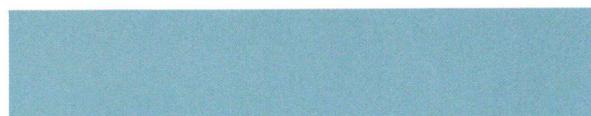
John Rosshirt, a REALTOR® who lives in a rural area outside Austin, is converting his garage into an ADU to house his wife’s aging parents.

AARP is making support for ADUs a pillar of its plan to dramatically increase the supply of affordable housing for seniors. AARP and the American Planning Association are joining forces to update an ADU report they first released in 2000.

“By 2035, we’re going to have more people over the age of 65 than under the age of 18,” said Rodney Harrell, AARP’s director of livability though leadership.

“The trend more and more is for cities to open up to ADUs,” he said. “They’re starting to understand that many cities are having affordability crises. There are people living there who want to stay there, and they’re having a hard time.” ●

John Van Gieson is a freelance writer based in Tallahassee, Fla. He owns and runs Van Gieson Media Relations, Inc.



North Metro Telecommunications Commission Meeting Talking Points

December 19, 2018

- ▶ There were three fairly complex live productions in November. They were the Live Election Night coverage, the Sports Den Fall Finale, and the annual Blaine High School Veterans Day program. All of them required a lot of planning, coordination and help from most of staff and lots of volunteers.
- ▶ The City of Circle Pines is now officially upgraded to HD. After Lexington and Centerville upgrade, all North Metro Cities will be HD.
- ▶ The North Metro facility roof has been replaced. The work and clean-up was completed on time. The contractor provided a folder that included copies of the permits, pictures of the tear-out and replacement, and the 10 year warranty on workmanship.
- ▶ It has been a very busy two-months for home movie transfers. The edit suite used to produce the transfers was used 100% of the time it was available in November, and will be again in December.
- ▶ Commission Legal Counsel continues to work with CenturyLink on a settlement document to orchestrate an orderly exit from the television market. CenturyLink plans to discontinue its TV service and will not be renewing its franchise. The settlement agreement will address any on-going franchise issues and save the Commission the time and money that would be involved in addressing franchise issues, including renewal.
- ▶ Comments and Reply Comments have been filed with the FCC regarding the franchise fee Second Notice of Proposed Rule Making. If the ruling were to be adopted, by the FCC, it could reduce franchise fees. There is not a specific time-line for a decision from the FCC, although it is expected to happen in 2019. If the FCC adopts the Order, it will be appealed and a stay requested.

PLEASE encourage your council members to call me if they have any questions you can't answer. I would be happy to answer any questions they may have. Heidi Arnson at NMTV. Direct line is 763-231-2801. Email is harnson@northmetrotv.com.