



**CITY COUNCIL AGENDA
MONDAY, JUNE 18, 2018
7:00 P.M.**

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. ADDITIONS OR CORRECTIONS TO AGENDA
5. DISCUSSION FROM THE FLOOR
6. CONSENT AGENDA:
 - A. Approval of Minutes – June 4, 2018
 - B. Disbursements
 1. General Operations Disbursement Claim No. 18-09 \$306,009.89
 2. Liquor Fund Disbursement Claim No. 18-10 \$34,907.26
 - C. Budget to Date/Statement of Fund Balance – May 2018
 - D. 2nd Quarter Billing for 2019 Payable 2020 Property Tax Assessment – Ken Tolzmann
 - E. Poll Book Agreement
 - F. Contractor's Licenses
 - G. Correspondence
7. PRESENTATION
 - A. MS4 Permit Annual Report
8. POLICE REPORT
9. PARKS AND RECREATION REPORT
10. NEW BUSINESS
 - A. Naloxone-Narcan Deployment for Spring Lake Park Police Officers
 - B. Torg Brewery SAC/WAC Deferral
 - C. Triangle Park Lighting
11. ENGINEER'S REPORT
12. ATTORNEY'S REPORT
13. REPORTS
14. ADMINISTRATOR REPORTS
15. OTHER
16. ADJOURN

**SEE REVERSE SIDE FOR RULES FOR PUBLIC HEARING
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 the 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 June 4, 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: Police Chief Ebeltoft; Public Works Director Randall; Building Official Brainard; Engineer Gravel; Attorney Thames; Parks and Recreation Director Rygwall; Administrator Buchholtz and Executive Assistant Gooden

Visitors: Paddy Jones, Ham Lake, MN

3. Pledge of Allegiance

4. Additions or Corrections to Agenda

Administrator Buchholtz requested that Item 9C., Special Event Permit-School's Out Summer Bash, be added to the agenda.

5. Discussion From The Floor- None

6. Consent Agenda:

Mayor Hansen reviewed the following Consent Agenda items:

- A. Approval of Minutes – May 21, 2018
- B. Resolution 18-16 Accepting A Donation to the City
- C. Contractor's Licenses
- D. Sign Permit
- E. Correspondence

Councilmember Wendling thanked the Spring Lake Park Lions for their donation to the City. Mayor Hansen congratulated the Lions on their 100-year anniversary.

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

7. Public Works Report

Public Works Director Randall reported that in the month of May, the Public Works Department continued to collect the garbage and recycling at the parks and completed the planter boxes for the community garden.

Mr. Randall reported that the Department prepared all the parks; raked the fence lines; prepared the sprinklers and installed the fountain at Triangle Park. He reported that the streets have been swept and the Department has started painting crosswalks and stop bars.

Mr. Randall reported that three of the five new pickup trucks have been delivered and will have the accessories installed within the next few weeks.

8. Code Enforcement Report

Building Official Brainard reported that he attended the Council meetings on May 7 and May 21; a Department Head meeting on May 8; the North Suburban Code Official meeting on May 8 and the Planning Commission meeting on May 29.

Mr. Brainard stated that in May 2018, 20 building permits, three fire, five zoning, 11 mechanical and eight plumbing permits were issued for a total of 47 permits compared to a total of 49 in 2017. He reported that he conducted 190 inspections in the month of May.

Mr. Brainard reported construction continues rapidly at the Legends of Spring Lake Park. He stated that he will be conducting final inspections on the first section for each unit. He reported that there have been discussions to determine fire department connection, fire lanes and Knox box locations.

Mr. Brainard stated that on May 8, 2018, John Caldwell started as the part-time Code Enforcement Inspector. He reported that he has been actively teaching and instructing Mr. Caldwell in all aspects of code enforcement including building inspections.

Mr. Brainard reported that the May 2018 vacancy listing shows that there are 15 vacant/foreclosed residential properties currently posted and/or soon posted by the Code Enforcement Department, which is up one from last month. There are two vacant/foreclosed commercial property, which remains the same from last month; and four residential properties currently occupied and ready for Sheriff Sale redemption, which is the down from last month. He reported that he posted two abandoned and/or vacant property notice in month of May. He stated that the department issued five administrative offense tickets.

Mr. Brainard provided a hand out on Summer Residential Standards to help homeowners become aware of the minimum codes and standards for Spring Lake Park.

Mr. Brainard inquired to Attorney Thames if the City has any enforcement on contractor's who perform work on a zoning project that does not require a licensed building contractor license for certain projects. He explained that contractors performing work on a building permit are licensed and bonded by the state; however, contractors performing zoning non-building permit work are not required to be bonded and licensed. He inquired if the City can require local contractors to be licensed in the City for such projects to protect residents.

Attorney Thames stated that a requirement such as this would more than likely result in a code amendment and it is possible. He stated he would research the subject further.

Councilmember Goodboe-Bisschoff inquired as to what the difference between a vacant house and an abandoned house is. Mr. Brainard stated that a vacant house is one that no one is living at the property but are maintaining the property up to code. He stated an abandoned property is one in which no one is living and not keeping the property up to code. He said most abandoned properties are bank owned.

9. New BusinessA. Approval of Water Supply Plan

Administrator Buchholtz reported that all public water suppliers in the seven-county metropolitan area must have a water supply plan that is approved by the Minnesota Department of Natural Resources (M.S. §103G.291, subd.3 and M.S. §473.859, subd.3) and it must be updated every 10 years. He reported that City staff is seeking approval of the 2018 Water Supply Plan, which will become part of the City's 2040 Comprehensive Plan.

Administrator Buchholtz reported that the Water Supply Plan consists of the following parts:

1. Water Supply System Description and Evaluation. He stated that this section documents the City's past water demand, its treatment and storage capacity, water sources, future demand projections, resource sustainability and the capital improvement plan.
2. Emergency Preparedness Procedures. He stated that the plan documents the existence of the City's Federal Emergency Management Plan, its Operational Contingency Plan, and Emergency Response Procedures.
3. Water Conservation Plan. He explained that the plan outlines the city's strategies for reducing water use across the City.
4. Items for Metropolitan Area Communities. He stated that plan projects water demand through 2040, potential water supply issues, and the adequacy of the City's existing water supply system.

Administrator Buchholtz reported that Utility Billing Clerk Nancy Kelm and Public Works Director Randall worked diligently on the water plan. He stated that the plan has been submitted to the Department of Natural Resources for review and has been approved. He stated that staff recommends approval of the Water Supply Plan.

Councilmembers Wendling and Nelson both agreed that the plan is well written.

Mayor Hansen inquired if the population of the city has declined based on the numbers represented in the report. Administrator Buchholtz stated that the population has reduced but explained that it is because of a drop in the number of people per household. He stated that the 2020 Census will provide more accurate numbers rather than the projection numbers used by the Met Council.

MOTION MADE BY COUNCILMEMBER NELSON TO APPROVE THE WATER SUPPLY PLAN.
ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

B. Authorize Quotes for Osborne Road Trail Phase 1 Restoration

Administrator Buchholtz reported that the Osborne Trail is in significant need of maintenance. He stated that staff would like to begin the process of restoring the trail to increase its useful life.

He stated that staff proposes the restoration of the Osborne Road trail in three phases:

- | | |
|----------|--|
| Phase 1: | A slurry seal of the trail segment between Old Central and the Anoka/Ramsey County line. |
| Phase 2: | Reconstruction of the trail segment between Old Central and MN Trunk Highway 65. |

Phase 3: Reconstruction of the trail segment between MN Trunk Highway 65 and MN Trunk Highway 47 (University Avenue).

He reported that the segment between Old Central and Anoka/Ramsey County line is in fair to okay condition.

He stated that due to the current condition, the City Engineer has recommended crack filling and slurry seal for this segment. He stated that the Engineer's estimate for this segment is \$12,000.

Administrator Buchholtz reported that the segment between Old Central and Trunk Highway 65 is in poor condition, with surface failing, and transverse cracks. He stated that there is also a low segment between driveways at 1173 Osborne Road that should be raised. He stated that this segment requires a mill and overlay, to include raising the low trail segment. He reported that Engineer's estimate for this segment is \$60,000.

Administrator Buchholtz reported that the final segment between MN Trunk Highway 65 and MN Trunk Highway 47 is in poor condition. He stated that staff has been working with Anoka County to have trail reconstruction be included in the CSAH 8 (Osborne Road) Roadway Modification project, which is expected to take place in 2020.

Administrator Buchholtz stated that staff recommends beginning the process of restoring the Osborne Road trail, starting with Phase 1. He stated that staff is seeking authority to obtain quotes for the Phase 1 slurry seal project. He stated that in effort to reduce the price per square yard, staff would like to also obtain a quote to slurry seal the Old Central trail between 81st Avenue and Osborne Road. He stated that Engineer's estimate for this segment is \$12,000.

Councilmember Nelson stated that it is important to do the maintenance now since over time it will save in the replacement of the surfaces.

Councilmember Goodboe-Bisschoff inquired if the work would be completed in 2018. Administrator Buchholtz stated that the quote for Phase 1 is for work to be completed in 2018.

Councilmember Wendling inquired if the work that is proposed for Phase 3 will help with the ponding of water and the low spots that cause problems. Engineer Gravel stated he was unsure at this time and that would need to be researched.

Mayor Hansen stated that when reconstruction and work begins on the trail in the future, the City will have a written agreement with Anoka County and who will be responsible for the maintenance of the trail over time.

MOTION MADE BY MAYOR HANSEN TO AUTHORIZE QUOTE FOR PHASE 1 OF THE OSBORNE ROAD TRAIL MAINTENANCE. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

C. Special Event Permit – School's Out Summer Bash

Administrator Buchholtz reported that the City received a special event permit application from Substance Church for the "School's Out Summer Bash" to be held on Saturday, June 9, 2018 from 2:00 PM to 9:00 PM at Able Park. He stated that the event is not affiliated with the Tower Days celebration.

Administrator Buchholtz stated that admission to the summer bash is free and food will be provided using food truck vendors. He stated that the applicant will need to bring three regular portables and two handicap portables to supplement the existing portable and warming house restrooms. He stated that the event will conclude by

9:00 PM, which is within the time set forth under the City's noise ordinance.

Administrator Buchholtz reported that the applicant has secured a parking agreement with ISD 16 for parking at Spring Lake Park High School. He reported that staff has reviewed the special event permit and recommends approval of the special use permit, subject to the conditions listed in the staff memorandums.

Councilmember Nelson inquired if a Tower Days button is required for the event. Mayor Hansen stated that it is a free event and not associated with Tower Days.

Councilmember Nelson inquired if this event will conflict with any of the planned Tower Days events or on the staff or volunteers for Tower Days. Parks and Recreation Director Rygwall stated that the special event caters to an age range that events at Tower Days does not. She stated that there are no Tower Days events taking place during this planned event time and the event has not been marketed with any of the Tower Days activities.

Councilmember Delfs inquired if the warming house will be open during the public for use. Ms. Rygwall stated that it will only be used if necessary.

MOTION MADE BY MAYOR HANSEN TO APPROVE SPECIAL EVENT PERMIT – SCHOOL'S OUT SUMMER BASH ON JUNE 9, 2018. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

10. Engineer's Report

Engineer Gravel reported that the MS4 annual report has stated and the public meeting on the report will be held at the June 18, 2018 City Council meeting. He stated that the required training for the permit will be completed in the fall.

Mr. Gravel reported that the 2017-2018 Street Seal Coat Project will include street maintenance in the neighborhood north of 81st Avenue and west of Monroe Street and in the neighborhood east of Monroe Street, south of 81st street and west of Highway 65. He stated that Public Works Director Randall will coordinate the 2018 work this summer. Mr. Gravel stated that more notice will be provided to residents once the work starts.

Mr. Gravel reported that Anoka County will be completing a mill and overlay of County Road 10 a short distance on each side of the Highway 65 bridge. He stated that the County does not have a dedicated webpage for the overlay program but a webpage will have weekly updates on the overlay projects. He stated that the links will be provided on the City's webpage.

Mr. Gravel provided a recap of the cellular antenna installations on the water towers. Councilmember Nelson inquired if it required that the contractors mount the equipment only to the railings of the towers and not on the top of the water towers. Public Works Director Randall stated that was correct and no welding is allowed on the railings or towers.

11. Attorney's Report

Attorney Thames had no new items to report.

12. Reports

A. Beyond the Yellow Ribbon Report

Councilmember Nelson reported that a date for the additional cookout to benefit the Beyond the Yellow Ribbon is to be determined. He stated that the June pork chop dinner will be held on June 25, 2018.

13. Other

Councilmember Goodboe-Bisschoff reported that she attended a six-hour course on Disaster Training along with other local government agencies.

14. Administrator Reports

Administrator Buchholtz reported that the Fix It Clinic that was held on Saturday, June 2, 2018 was a success. He reported that over 20 residents attended the clinic.

Administrator Buchholtz reported that he is in process of creating ID badges for the volunteers of the Beyond the Yellow Ribbon committee. He stated that this will help identify the volunteers when they are out in the community.

Councilmember Nelson thanked Wanda Brown for her work on the messages for the new billboard and commented on how the billboard is a nice improvement.

1. North Suburban Hospital District

Administrator Buchholtz reported that the purchase agreement for the 525 Osborne Road property is moving along and transfer of the property will be presented to the City very soon. He stated that the property will be marketed to best benefit the City.

15. Adjourn

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

The meeting was adjourned at 7:45 P.M.

Cindy Hansen, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

CITY OF SPRING LAKE PARK
CLAIMS LIST APPROVED AND PAID
GENERAL OPERATIONS

Date: May 2018
Page: 1
Claim Res.#18-09

| <u>VOUCHER</u> | <u>VENDOR</u> | <u>DESCRIPTION</u> | <u>AMOUNT</u> |
|----------------|-----------------------------|-----------------------------|---------------|
| 64319 | AMERICAN MESSAGING | MONTHLY SERVICES | 7.20 |
| 64320 | JOHN ANGELL | REIMBURSEMENT | 58.59 |
| 64321 | ANOKA COUNTY CENTRAL COMM | RADIO CONTROL HEADS | 1,741.50 |
| 64322 | ANOKA COUNTY CENTRAL COMM | SERVICES | 14.42 |
| 64323 | ASPEN MILLS | UNIFORM ALLOWANCE | 88.80 |
| 64324 | AUTOMATIC SYSTEMS CO | SERVICES/PARTS | 1,329.66 |
| 64325 | BREANNA LUTZ | RECREATION REFUND | 75.00 |
| 64326 | BROCK WHITE COMPANY | SUPPLIES | 305.62 |
| 64327 | CARSON, CLELLAND & SCHREDER | LEGAL FEES | 10,599.86 |
| 64328 | CENTERPOINT ENERGY | MONTHLY UTILITIES | 4,289.58 |
| 64329 | CHAMPION YOUTH | RECREATION INSTRUCTOR | 1,379.70 |
| 64330 | CINTAS | MATS | 81.88 |
| 64331 | COMCAST | MONTHLY UTILITIES | 105.92 |
| 64332 | COMMERS PRINTING INC | PRINTED FORMS | 308.00 |
| 64333 | CONNEXUS ENERGY | MONTHLY UTILITIES | 351.19 |
| 64334 | COON RAPIDS CHRYSLER | AUTO SERVICES | 55.00 |
| 64335 | COORDINATED BUSINESS SYSTEM | MAINT. AGREEMENT | 1,175.44 |
| 64336 | DAVE'S SPORT SHOP | SOFTBALL PROGRAM | 1,307.20 |
| 64337 | DESIGNING EARTH CONTRACTING | TRIANGLE PARK POND SERVICES | 55,704.00 |
| 64338 | DODGE OF BURNSVILLE | AUTO SERVICES | 1,272.36 |
| 64339 | ECM PUBLISHERS, INC. | PUBLISHING | 139.75 |
| 64340 | ENGBERG PLUMBING INC | SERVICES | 930.00 |
| 64341 | FOREST AND GENEAN HERING | RECREATION REFUND | 46.00 |
| 64342 | GOODIN COMPANY | PARTS/SUPPLIES | 189.20 |
| 64343 | INSTRUMENTAL RESEARCH INC | WATER TESTING | 72.00 |
| 64344 | JILL DUTCHER | RECREATION REFUND | 20.00 |
| 64345 | JOYCE JAGODZINSKI | RECREATION REFUND | 100.00 |
| 64346 | MICHAEL LEDMAN | RECREATION INSTRUCTOR | 272.00 |
| 64347 | LISA MURPHY | UNIFORM ALLOWANCE | 191.42 |
| 64348 | MANSFIELD OIL COMPANY | FUEL | 3,652.13 |
| 64350 | MCCLELLAN SALES INC | PARTS/SUPPLIES | 475.34 |

CITY OF SPRING LAKE PARK
CLAIMS LIST APPROVED AND PAID
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| <u>VOUCHER</u> | <u>VENDOR</u> | <u>DESCRIPTION</u> | <u>AMOUNT</u> |
|----------------|--------------------------------|------------------------------|---------------|
| 64351 | MCFOA | MEMBERSHIP FEES | 45.00 |
| 64352 | MENARDS-CAPITAL ONE COMM | MONTHLY CREDIT CARD | 382.56 |
| 64353 | METROPOLITAN COUNCIL | PERMIT FEE | 950.00 |
| 64354 | MHSRC/RANGE | TRAINING | 1,050.00 |
| 64355 | Minneapolis Police Bike Patrol | BIKE PATROL CERTIFICATION | 250.00 |
| 64356 | CITY OF MINNEAPOLIS | APS TRANSACTIONS | 212.40 |
| 64357 | MTI DISTRIBUTING INC | SUPPLIES | 239.00 |
| 64358 | NARTEC INC | OFFICE SUPPLIES | 91.83 |
| 64359 | OFFICE DEPOT | OFFICE SUPPLIES | 46.35 |
| 64360 | OFFICE OF MN.IT SERVICES | MONTHLY FIBER OPTICS | 46.40 |
| 64361 | SAFEASSURE CONSULTANTS INC. | ONSITE TRAINING SESSION | 400.00 |
| 64362 | SHRED-IT USA | SHREDDING SERVICES | 89.26 |
| 64363 | SKYROCK FARMS AND CAROUSEL | RECREATION DAY TRIP | 760.00 |
| 64364 | SMITH SCHAFER & ASSOCIATES | AUDITING SERVICES | 9,750.00 |
| 64365 | SPECIALTY SOLUTIONS LLC | SUPPLIES | 4,166.31 |
| 64366 | THE HOME DEPOT CREDIT SERVICE | MONTHLY CREDIT CARD | 137.96 |
| 64367 | TROBEC BUS SERVICE INC | BUS SERVICES | 695.00 |
| 64368 | WASTE MANAGEMENT OF WI-MN | MONTHLY SERVICES | 7,146.74 |
| 64370 | AT & T MOBILITY | MONTHLY SERVICES | 1,016.86 |
| 64371 | AUTOMATIC SYSTEMS CO | SERVICES | 1,388.66 |
| 64372 | BETTER-TONE DECORATORS INC | PAINTING COUNCIL CHAMBERS | 1,115.00 |
| 64373 | CARLENE LEDI | RECREATION REFUND | 27.00 |
| 64374 | CENTERPOINT ENERGY | MONTHLY UTILITIES | 1,195.82 |
| 64375 | CONNEXUS ENERGY | MONTHLY UTILITIES | 9.62 |
| 64376 | CORE & MAIN LP | METER | 6,523.88 |
| 64377 | COTTENS INC | OIL | 51.48 |
| 64378 | CROW WING TRANSPORT | AUTO SERVICES | 535.00 |
| 64379 | DON & KAREN THAYER | RECREATION REFUND | 3,758.00 |
| 64380 | ECM PUBLISHERS, INC. | PUBLISHING | 293.25 |
| 64381 | ELIZABETH JOHNSON | OVERPAYMENT FINAL WATER BILL | 64.09 |
| 64382 | GOPHER STATE ONE-CALL INC | LOCATES | 81.00 |

CITY OF SPRING LAKE PARK
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Claim Res.#18-09

| <u>VOUCHER</u> | <u>VENDOR</u> | <u>DESCRIPTION</u> | <u>AMOUNT</u> |
|----------------|-------------------------------|-------------------------|---------------|
| 64383 | GREEN LIGHTS RECYCLING INC | RECYCLING EVENT | 5,713.52 |
| 64384 | JOSH CRAMPTON | RECREATION REFUND | 42.50 |
| 64386 | MANSFIELD OIL COMPANY | FUEL | 1,286.10 |
| 64387 | JILL MASON | RECREATION INSTRUCTOR | 155.00 |
| 64388 | McCROMETER | METER | 788.00 |
| 64389 | METROPOLITAN COUNCIL | WASTE WATER SERVICES | 46,213.07 |
| 64390 | MIKE MCPHILLIPS INC | STREET SWEEPING | 5,350.58 |
| 64391 | MINNEAPOLIS SAW | SUPPLIES | 126.87 |
| 64393 | ON SITE SANITATION INC | RESTROOMS | 89.57 |
| 64394 | CITY OF SLP - PETTY CASH | GENERAL FUND PETTY CASH | 184.77 |
| 64395 | ROBERTA JOHNSON | RECREATION REFUND | 100.00 |
| 64396 | RON AND CAROL SEVRE | RECREATION REFUND | 200.00 |
| 64397 | SHERWIN WILLIAMS | PAINT EVIDENCE ROOM | 98.27 |
| 64398 | SLP FIRE DEPARTMENT | FIRE PROTECTION | 18,834.00 |
| 64399 | TASC | ADMIN/HRA FEES | 426.08 |
| 64400 | U.S.T.I. | E-BILLING | 0.40 |
| 64401 | WALTERS RECYCLING REFUSE SERV | MONTHLY SERVICES | 751.19 |
| 64402 | WIPERS AND WIPES INC | SUPPLIES | 1,659.68 |
| 64403 | XCEL ENERGY | MONTHLY UTILITIES | 49.99 |
| 64404 | ZIEGLER INC | SUPPLIES | 267.66 |
| 64405 | AFLAC | PAYROLL | 22.17 |
| 64406 | CENTRAL PENSION FUND | PAYROLL | 520.08 |
| 64407 | DEARBORN NATIONAL | PAYROLL | 450.21 |
| 64408 | DELTA DENTAL | PAYROLL | 1,381.85 |
| 64409 | FIDELITY SECURITY LIFE | PAYROLL | 31.35 |
| 64410 | HEALTH PARTNERS | PAYROLL | 11,944.84 |
| 64411 | L.E.L.S. | PAYROLL | 245.00 |
| 64412 | LOCAL 49 | PAYROLL | 103.50 |
| 64413 | NCPERS MINNESOTA-7750811 | PAYROLL | 72.00 |
| 64414 | DODGE OF BURNSVILLE | 2018 CHARGER GT AWD | 24,334.00 |
| 64415 | LINDA ENGBERG | RECREATION REFUND | 40.00 |

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| <u>VOUCHER</u> | <u>VENDOR</u> | <u>DESCRIPTION</u> | <u>AMOUNT</u> |
|----------------|------------------------------|---------------------------|---------------|
| 64416 | MENARDS-CAPITAL ONE COMM | MONTHLY CREDIT CARD | 447.56 |
| 64417 | WELLS FARGO CREDIT CARD | MONTHLY CREDIT CARD | 26.00 |
| 64418 | AMERICAN WATER WORKS ASSOC. | MEMBERSHIP DUES | 202.00 |
| 64419 | ASPEN MILLS | UNIFORM ALLOWANCE | 317.65 |
| 64420 | AUTO AIR AND ACCESSORIES | AUTO SERVICES | 375.00 |
| 64421 | BARB KESSLER | RECREATION REFUND | 100.00 |
| 64422 | BLAKE DRILLING CO., INC | WATER MAIN REPAIR | 4,166.00 |
| 64423 | LUANN BURGER | RECREATION INSTRUCTOR | 866.25 |
| 64424 | CHARLENE K. GAFKJEN | RECREATION INSTRUCTOR | 54.00 |
| 64425 | CINTAS | MATS | 81.88 |
| 64426 | COMCAST | MONTHLY SERVICES | 115.92 |
| 64427 | COMM-WORKS, LLC | PARK CAMERAS | 125.00 |
| 64428 | CONNEXUS ENERGY | MONTHLY UTILITIES | 358.49 |
| 64429 | COON RAPIDS CHRYSLER | AUTO SERVICES | 55.00 |
| 64430 | DAVE PERKINS CONTRACTING INC | SERVICES | 450.00 |
| 64431 | PEGGY DECKER | RECREATION INSTRUCTOR | 100.00 |
| 64432 | DODGE OF BURNSVILLE | AUTO SERVICES | 674.21 |
| 64433 | ECM PUBLISHERS, INC. | PUBLISHING | 43.00 |
| 64434 | GERTRUDE HANSON | RECREATION REFUND | 23.00 |
| 64435 | HACH COMPANY | SUPPLIES | 92.52 |
| 64436 | JOANNE YATES | RECREATION REFUND | 46.00 |
| 64437 | KATHY PEACOCK | RECREATION REFUND | 23.00 |
| 64438 | MANSFIELD OIL COMPANY | FUEL | 2,194.25 |
| 64439 | MARSHALL CONCRETE PRODUCTS | SERVICES | 711.20 |
| 64440 | MCCLELLAN SALES INC | SUPPLIES | 294.54 |
| 64441 | MINNEAPOLIS SAW | PARTS | 84.93 |
| 64442 | MINNESOTA SAFETY COUNCIL | RECREATION INSTRUCTOR | 504.00 |
| 64443 | NYSTROM PUBLISHING CO | PRINTING NEWS IN THE PARK | 2,860.33 |
| 64444 | KAY OKEY | REIMBURSEMENT | 660.12 |
| 64445 | ON SITE SANITATION INC | RESTROOMS | 80.14 |
| 64446 | PERFECT 10 CAR WASH | AUTO SERVICES | 50.94 |

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| <u>VOUCHER</u> | <u>VENDOR</u> | <u>DESCRIPTION</u> | <u>AMOUNT</u> |
|----------------|-------------------------------|----------------------------|-------------------|
| 64447 | RICHFIELD BUS CO | BUS SERVICES | 604.57 |
| 64448 | RILEY BUS SERVICE INC | BUS SERVICES | 11,459.00 |
| 64449 | TASC | ADMIN FEES | 30.08 |
| 64450 | ULINE | OPERATING SUPPLIES | 25.40 |
| 64451 | WALTERS RECYCLING REFUSE SERV | MONTHLY SERVICES | 184.25 |
| 64452 | XCEL ENERGY | MONTHLY UTILITIES | 12,295.67 |
| 64453 | AFLAC | PAYROLL | 22.17 |
| 64454 | CENTRAL PENSION FUND | PAYROLL | 520.08 |
| 64455 | DEARBORN NATIONAL | PAYROLL | 450.21 |
| 64456 | DELTA DENTAL | PAYROLL | 1,499.36 |
| 64457 | FIDELITY SECURITY LIFE | PAYROLL | 31.35 |
| 64458 | HEALTH PARTNERS | PAYROLL | 11,944.84 |
| 64459 | L.E.L.S. | PAYROLL | 245.00 |
| 64460 | LOCAL 49 | PAYROLL | 103.50 |
| 64461 | NCPERS MINNESOTA-7750811 | PAYROLL | 72.00 |
| | | TOTAL DISBURSEMENTS | 306,009.89 |

WHEREAS,
the City Council of the City of Spring Lake Park has considered the foregoing itemized list of disbursements; and

WHEREAS,
the City Council has determined that all disbursements, as listed, with the following exceptions:

are proper.

NOW, THEREFORE BE IT RESOLVED:
that the City Council directs and approves the payment of the aforementioned disbursements
this _____ day of _____, 20____.

Signed: _____
Mayor

Councilmembers:

ATTEST:

Daniel Buchholtz, Admin/Clerk-Treasurer

CITY OF SPRING LAKE PARK
CLAIMS APPROVED AND PAID

DATE: MAY 2018
PAGE 1 OF 2
CLAIMS RES: 18-10

FUND: LIQUOR OPERATIONS

| <u>VOUCHER VENDOR</u> | <u>EXPLANATION</u> | <u>AMOUNT</u> |
|------------------------------------|-----------------------------------|---------------|
| 30561 AID ELECTRIC | BILLBOARD DISCONNECTION | \$ 387.50 |
| 30562 BREAKTHRU BEVERAGE MINNESOTA | LIQUOR PURCHASE | \$ 191.16 |
| 30563 CENTER POINT ENERGY | GAS SERVICE | \$ 225.80 |
| 30564 CITY OF SPRING LAKE PARK | AUDITOR | \$ 2,730.00 |
| 30565 CITY OF SPRING LAKE PARK | FINAL WATER BILL | \$ 49.06 |
| 30566 SAASTAMOINENE, LAURA | MILEAGE REIMBURSEMENT | \$ 103.55 |
| 30567 CENTER POINT ENERGY | FINAL GAS BILL | \$ 263.91 |
| 30568 CINTAS | CLEANING SUPPLIES | \$ 73.91 |
| 30569 CITY OF SPRING LAKE PARK | REIMBURSEMENT | \$ 231.37 |
| 30570 CRYSTAL SPRINGS ICE | ICE PURCHASE - OUSTANDING INVOICE | \$ 471.88 |
| 30571 DEARBORN NATIONAL | PAYROLL 4/29/18-5/12/18 | \$ 8.52 |
| 30572 DELTA DENTAL | PAYROLL 4/29/18-5/12/18 | \$ 261.72 |
| 30573 HEALTH PARTNERS | PAYROLL 4/29/18-5/12/18 | \$ 1,175.24 |
| 30574 XCEL ENERGY | FINAL ELECTRICITY BILL | \$ 520.36 |
| 30575 CITY OF SPRING LAKE PARK | REIMBURSEMENT | \$ 157.44 |
| | E-CHECKS | \$ 10,619.21 |
| TRANSFER TO PAYROLL | PAYROLL (5/11/18) | 17,436.63 |
| | TOTAL DISBURSEMENTS | \$ 34,907.26 |

WHEREAS,
the City Council of the City of Spring Lake Park has considered the foregoing itemized list of disbursements; and

WHEREAS,
the City Council has determined that all disbursements, as listed, with the following exceptions:

are proper.

NOW, THEREFORE BE IT RESOLVED:
that the Council directs and approves the payment of the aforementioned disbursements this
_____ day of _____, 20_____.

Signed: _____
Mayor

Councilmembers:

ATTEST:

Daniel Buchholtz, Administrator/Clerk-Treasurer

MEMORANDUM

DATE: Wednesday, June 13, 2018

TO: Mayor, City Council and Department Heads

FROM: Peggy Anderson, Accountant



RE: Budget to Date (as of 5/31/18)

Attached is the May, 2018 Budget to Date for revenue and expenditures. A strict adherence to the year-to-date ratio would have each expenditure line item with **58.35% remaining**. The overall General Fund ratio is **59.59%**.

CITY OF SPRING LAKE PARK

Statement of Revenue and Expenditures

Revised Budget
For GENERAL FUND (101)
For the Fiscal Period 2018-5 Ending May 31, 2018

| Account Number | | Current Budget | Current Actual | Annual Budget | YTD Actual | Remaining Budget % |
|-----------------|----------------------------|-------------------|-------------------|------------------|---------------|-----------------------|
| Revenues | | | | | | |
| Revenues | | | | | | |
| 101.00000.31010 | CURRENT TAXES | \$ 0.00 | \$ 0.00 | \$ 2,999,913.00 | \$ 0.00 | 100.00% |
| 101.00000.31020 | DELINQ TAXES | 0.00 | 0.00 | 0.00 | 1,923.22 | 0.00% |
| 101.00000.32110 | LIQUOR LICENSES | 0.00 | (14.42) | 29,800.00 | 1,670.70 | 94.39% |
| 101.00000.32179 | PAWN SHOP LICENSES | 0.00 | 521.00 | 6,352.00 | 2,084.00 | 67.19% |
| 101.00000.32180 | CIGARETTE,DANCE,BINGO,MIS | 0.00 | 0.00 | 6,000.00 | 300.00 | 95.00% |
| 101.00000.32181 | SIGN PERMITS | 0.00 | 70.00 | 5,000.00 | 3,786.00 | 24.28% |
| 101.00000.32208 | CONTRACTORS LICENSES | 0.00 | 650.00 | 7,500.00 | 5,550.00 | 26.00% |
| 101.00000.32210 | BUILDING PERMIT | 0.00 | 5,539.43 | 78,000.00 | 75,076.06 | 3.75% |
| 101.00000.32211 | BUILDING PERMIT SURCHARG | 0.00 | 202.09 | 3,000.00 | 3,523.96 | (17.47%) |
| 101.00000.32215 | DEMOLITION PERMIT | 0.00 | 0.00 | 0.00 | 200.00 | 0.00% |
| 101.00000.32230 | PLUMBING PERMIT | 0.00 | 360.00 | 4,300.00 | 1,631.00 | 62.07% |
| 101.00000.32231 | PLUMBING PERMIT SURCHAR | 0.00 | 8.00 | 300.00 | 29.00 | 90.33% |
| 101.00000.32232 | HEATING & A/C PERMITS | 0.00 | 6,153.00 | 8,780.00 | 19,784.14 | (125.33%) |
| 101.00000.32233 | HTG & A/C SURCHARGES | 0.00 | 152.00 | 400.00 | 485.50 | (21.38%) |
| 101.00000.32240 | PET LICENSE | 0.00 | 280.00 | 400.00 | 436.00 | (9.00%) |
| 101.00000.32260 | CERTIFICATE OF OCCUPANCY | 0.00 | 200.00 | 3,000.00 | 900.00 | 70.00% |
| 101.00000.32261 | VACANT PROPERTY REGISTR | 0.00 | 200.00 | 5,200.00 | 1,600.00 | 69.23% |
| 101.00000.33401 | LOCAL GOVERNMENT AID | 0.00 | 0.00 | 393,159.00 | 0.00 | 100.00% |
| 101.00000.33404 | PERA INCREASE AID | 0.00 | 0.00 | 5,775.00 | 0.00 | 100.00% |
| 101.00000.33416 | POLICE TRAINING REIMB | 0.00 | 0.00 | 3,200.00 | 0.00 | 100.00% |
| 101.00000.33421 | INSURANCE PREMIUM-POLICE | 0.00 | 0.00 | 90,000.00 | 0.00 | 100.00% |
| 101.00000.34102 | ZONING LETTERS | 0.00 | 0.00 | 0.00 | 300.00 | 0.00% |
| 101.00000.34103 | SPEC USE,ZONING,SUB-DIV | 0.00 | 575.00 | 3,200.00 | 1,965.00 | 38.59% |
| 101.00000.34104 | PLAN REVIEW FEES | 0.00 | 1,670.77 | 20,000.00 | 42,834.00 | (114.17%) |
| 101.00000.34105 | SALE OF MAPS,COPIES ETC | 0.00 | 195.00 | 300.00 | 329.50 | (9.83%) |
| 101.00000.34107 | ASSESSMENT SEARCHES | 0.00 | 0.00 | 100.00 | 0.00 | 100.00% |
| 101.00000.34108 | ADMINISTRATION SAC CHARG | 0.00 | 0.00 | 70.00 | 0.00 | 100.00% |
| 101.00000.34109 | FILING FEES | 0.00 | 0.00 | 60.00 | 0.00 | 100.00% |
| 101.00000.34111 | ADM. GAMBLING EXPENSES | 0.00 | 0.00 | 34,033.00 | 0.00 | 100.00% |
| 101.00000.34115 | GUN RANGE FACILITY USE | 0.00 | 0.00 | 375.00 | 340.00 | 9.33% |
| 101.00000.34117 | ROOM-FACILITY RENTAL | 0.00 | 500.00 | 50.00 | 1,350.00 | (2600.00%) |
| 101.00000.34201 | POLICE & FIRE ALARM PERMIT | 0.00 | 0.00 | 1,250.00 | 0.00 | 100.00% |
| 101.00000.34204 | RENTAL HOUSING REGISTRATI | 0.00 | 4,505.04 | 52,770.00 | 21,609.68 | 59.05% |
| 101.00000.34205 | RIGHT OF WAY APPLICATIONS | 0.00 | 1,270.00 | 1,500.00 | 2,316.20 | (54.41%) |
| 101.00000.34801 | INSURANCE DIVIDENDS | 0.00 | 0.00 | 10,000.00 | 0.00 | 100.00% |
| 101.00000.34950 | REFUNDS & REIMB | 0.00 | 0.00 | 4,000.00 | 119.00 | 97.03% |
| 101.00000.35101 | COURT FINES | 0.00 | 3,439.66 | 65,000.00 | 13,137.26 | 79.79% |
| 101.00000.35102 | ADM OFFENSE FINES | 0.00 | 1,510.00 | 3,500.00 | 2,965.00 | 15.29% |
| 101.00000.35348 | PROPERTY ROOM REVENUE | 0.00 | 134.82 | 0.00 | 134.82 | 0.00% |
| 101.00000.35349 | MN DRIVING DIVERSION PROG | 0.00 | 100.00 | 500.00 | 500.00 | 0.00% |
| 101.00000.35350 | DETOX TRANSPORTATION | 0.00 | 0.00 | 200.00 | 0.00 | 100.00% |
| 101.00000.36210 | INTEREST EARNINGS | 0.00 | 146.65 | 20,000.00 | 1,183.89 | 94.08% |
| 101.00000.36901 | LIAISON OFFICER | 0.00 | 0.00 | 77,406.00 | 38,703.00 | 50.00% |
| 101.00000.39100 | CPWL REIM FOR SERVICES | 0.00 | 0.00 | 4,000.00 | 0.00 | 100.00% |
| 101.00000.39201 | TRANSFER FROM OTHER FUN | 0.00 | (26.00) | 0.00 | (26.00) | 0.00% |
| 101.00000.39202 | TRANSFER FROM PUBLIC UTILI | 0.00 | 0.00 | 47,740.00 | 0.00 | 100.00% |

CITY OF SPRING LAKE PARK
Statement of Revenue and Expenditures

Revised Budget
For GENERAL FUND (101)
For the Fiscal Period 2018-5 Ending May 31, 2018

| Account Number | Current Budget | Current Actual | Annual Budget | YTD Actual | Remaining Budget % |
|--|-------------------|---------------------|------------------------|----------------------|-----------------------|
| 101.00000.39203 CONTRIBUTION FROM LIQUOR | 0.00 | 0.00 | 75,000.00 | 0.00 | 100.00% |
| 101.00000.39206 TRANSFER FROM RECYCLING | 0.00 | 0.00 | 2,500.00 | 0.00 | 100.00% |
| 101.00000.39207 TRANSFER FROM RECREATIO | 0.00 | 0.00 | 60,000.00 | 0.00 | 100.00% |
| Total Revenues | 0.00 | 28,342.04 | 4,133,633.00 | 246,740.93 | 94.03% |
| Total GENERAL FUND Revenues | \$ 0.00 | \$ 28,342.04 | \$ 4,133,633.00 | \$ 246,740.93 | 94.03% |

Expenditures**MAYOR AND COUNCIL Expenditures**

| | | | | | |
|---|-------------|-----------------|------------------|------------------|---------------|
| 101.41110.01030 PART TIME EMPLOYEES | \$ 0.00 | \$ 2,607.88 | \$ 31,296.00 | \$ 13,039.40 | 58.34% |
| 101.41110.01211 DEFINED CONTR PLAN/PERA | 0.00 | 105.57 | 1,685.00 | 527.85 | 68.67% |
| 101.41110.01220 FICA/MC CONTRIBUTIONS-EMP | 0.00 | 199.50 | 2,395.00 | 997.50 | 58.35% |
| 101.41110.01510 WORKERS COMPENSATION | 0.00 | 0.00 | 50.00 | 59.00 | (18.00%) |
| 101.41110.02100 OPERATING SUPPLIES | 0.00 | 0.00 | 511.00 | 0.00 | 100.00% |
| 101.41110.03310 TRAVEL EXPENSE | 0.00 | 0.00 | 320.00 | 0.00 | 100.00% |
| 101.41110.03500 PRINTING & PUBLISHING | 0.00 | 0.00 | 1,800.00 | 166.63 | 90.74% |
| 101.41110.04300 CONFERENCE & SCHOOLS | 0.00 | 0.00 | 2,805.00 | 2,899.25 | (3.36%) |
| 101.41110.04330 DUES & SUBSCRIPTIONS | 0.00 | 0.00 | 12,757.00 | 2,869.00 | 77.51% |
| 101.41110.04955 DISCRETIONARY | 0.00 | 0.00 | 3,800.00 | 88.39 | 97.67% |
| Total MAYOR AND COUNCIL Expenditures | 0.00 | 2,912.95 | 57,419.00 | 20,647.02 | 64.04% |

ADMINISTRATION Expenditures

| | | | | | |
|---|-------------|------------------|-------------------|-------------------|---------------|
| 101.41400.01010 FULL TIME EMPLOYEES | 0.00 | 23,856.22 | 298,395.00 | 130,937.84 | 56.12% |
| 101.41400.01050 VACATION BUY BACK | 0.00 | 0.00 | 6,000.00 | 0.00 | 100.00% |
| 101.41400.01210 PERA CONTRIBUTIONS-EMPLO | 0.00 | 1,782.26 | 22,380.00 | 9,782.09 | 56.29% |
| 101.41400.01220 FICA/MC CONTRIBUTIONS-EMP | 0.00 | 1,783.56 | 23,286.00 | 9,801.06 | 57.91% |
| 101.41400.01300 HEALTH INSURANCE | 0.00 | 4,156.37 | 48,520.00 | 21,095.17 | 56.52% |
| 101.41400.01313 PRUDENTIAL LIFE INSURANCE | 0.00 | 19.02 | 230.00 | 110.10 | 52.13% |
| 101.41400.01510 WORKERS COMPENSATION | 0.00 | 0.00 | 2,500.00 | 1,294.86 | 48.21% |
| 101.41400.02000 OFFICE SUPPLIES | 0.00 | 441.90 | 3,848.00 | 1,336.58 | 65.27% |
| 101.41400.02030 PRINTED FORMS | 0.00 | 419.26 | 1,794.00 | 525.93 | 70.68% |
| 101.41400.02100 OPERATING SUPPLIES | 0.00 | 0.00 | 625.00 | 87.60 | 85.98% |
| 101.41400.02220 POSTAGE | 0.00 | 189.58 | 3,445.00 | 963.83 | 72.02% |
| 101.41400.03210 TELEPHONE | 0.00 | 105.38 | 750.00 | 402.97 | 46.27% |
| 101.41400.03310 TRAVEL EXPENSE | 0.00 | 230.76 | 3,300.00 | 1,279.88 | 61.22% |
| 101.41400.03410 EMPLOYMENT ADVERTISING | 0.00 | 0.00 | 0.00 | 54.55 | 0.00% |
| 101.41400.03500 PRINTING & PUBLISHING | 0.00 | 0.00 | 460.00 | 0.00 | 100.00% |
| 101.41400.03550 COUNTY FEES FOR SERVICE | 0.00 | 0.00 | 2,500.00 | 0.00 | 100.00% |
| 101.41400.04050 MAINTENANCE AGREEMENTS | 0.00 | 1,175.44 | 7,192.00 | 4,098.10 | 43.02% |
| 101.41400.04300 CONFERENCE & SCHOOLS | 0.00 | 0.00 | 6,425.00 | 2,754.42 | 57.13% |
| 101.41400.04330 DUES & SUBSCRIPTIONS | 0.00 | 205.00 | 780.00 | 378.93 | 51.42% |
| 101.41400.04390 US BANK CC REBATE-MISCELL | 0.00 | 384.54 | 0.00 | (361.53) | 0.00% |
| 101.41400.04500 CONTRACTUAL SERVICES | 0.00 | 89.26 | 4,245.00 | 718.35 | 83.08% |
| Total ADMINISTRATION Expenditures | 0.00 | 34,838.55 | 436,675.00 | 185,260.73 | 57.57% |

ASSESSOR Expenditures

| | | | | | |
|-------------------------------------|------|------|-----------|----------|--------|
| 101.41500.04000 CONTRACTUAL SERVICE | 0.00 | 0.00 | 35,500.00 | 8,604.00 | 75.76% |
|-------------------------------------|------|------|-----------|----------|--------|

CITY OF SPRING LAKE PARK
Statement of Revenue and Expenditures

Revised Budget
 For GENERAL FUND (101)
 For the Fiscal Period 2018-5 Ending May 31, 2018

| Account Number | Current Budget | Current Actual | Annual Budget | YTD Actual | Remaining Budget % |
|--|-------------------|-------------------|-------------------|------------------|-----------------------|
| Total ASSESSOR Expenditures | 0.00 | 0.00 | 35,500.00 | 8,604.00 | 75.76% |
| AUDIT & ACCTG SERVICES Expenditures | | | | | |
| 101.41540.03010 AUDIT & ACCTG SERVICES | 0.00 | 4,582.50 | 9,847.00 | 4,582.50 | 53.46% |
| Total AUDIT & ACCTG SERVICES Expenditures | 0.00 | 4,582.50 | 9,847.00 | 4,582.50 | 53.46% |
| I.T. SERVICES Expenditures | | | | | |
| 101.41600.04000 I.T. SERVICES | 0.00 | 2,692.83 | 28,580.00 | 14,042.85 | 50.86% |
| Total I.T. SERVICES Expenditures | 0.00 | 2,692.83 | 28,580.00 | 14,042.85 | 50.86% |
| LEGAL FEES Expenditures | | | | | |
| 101.41610.03040 LEGAL FEES | 0.00 | 9,360.87 | 120,000.00 | 38,682.83 | 67.76% |
| Total LEGAL FEES Expenditures | 0.00 | 9,360.87 | 120,000.00 | 38,682.83 | 67.76% |
| ENGINEERING FEES Expenditures | | | | | |
| 101.41710.03030 ENGINEERING FEES | 0.00 | 50.00 | 9,000.00 | 2,014.50 | 77.62% |
| Total ENGINEERING FEES Expenditures | 0.00 | 50.00 | 9,000.00 | 2,014.50 | 77.62% |
| PLANNING & ZONING Expenditures | | | | | |
| 101.41720.02100 OPERATING SUPPLIES | 0.00 | 0.00 | 117.00 | 17.99 | 84.62% |
| 101.41720.02220 POSTAGE | 0.00 | 0.00 | 175.00 | 0.00 | 100.00% |
| 101.41720.03500 PRINTING & PUBLISHING | 0.00 | 0.00 | 800.00 | 32.25 | 95.97% |
| 101.41720.04000 PLANNER FEES | 0.00 | 0.00 | 500.00 | 367.53 | 26.49% |
| Total PLANNING & ZONING Expenditures | 0.00 | 0.00 | 1,592.00 | 417.77 | 73.76% |
| GOVERNMENT BUILDING Expenditures | | | | | |
| 101.41940.01010 FULL TIME EMPLOYEES | 0.00 | 1,170.40 | 14,462.00 | 6,419.96 | 55.61% |
| 101.41940.01013 OVERTIME | 0.00 | 21.94 | 0.00 | 589.12 | 0.00% |
| 101.41940.01020 ON CALL SALARIES | 0.00 | 0.00 | 0.00 | 62.17 | 0.00% |
| 101.41940.01050 VACATION BUY BACK | 0.00 | 0.00 | 350.00 | 0.00 | 100.00% |
| 101.41940.01210 PERA CONTRIBUTIONS-EMPLO | 0.00 | 89.41 | 1,085.00 | 530.29 | 51.13% |
| 101.41940.01220 FICA/MC CONTRIBUTIONS-EMP | 0.00 | 88.34 | 1,133.00 | 534.69 | 52.81% |
| 101.41940.01300 HEALTH INSURANCE | 0.00 | 195.68 | 2,185.00 | 978.40 | 55.22% |
| 101.41940.01313 PRUDENTIAL LIFE INSURANCE | 0.00 | 1.04 | 13.00 | 5.22 | 59.85% |
| 101.41940.01510 WORKERS COMPENSATION | 0.00 | 0.00 | 500.00 | 557.00 | (11.40%) |
| 101.41940.02100 OPERATING SUPPLIES | 0.00 | 1,905.32 | 8,000.00 | 5,215.96 | 34.80% |
| 101.41940.02200 REPAIR & MAINTENANCE | 0.00 | 1,750.18 | 7,200.00 | 3,902.75 | 45.80% |
| 101.41940.02280 UNIFORMS,SAFETY SHOES | 0.00 | 0.00 | 750.00 | 125.00 | 83.33% |
| 101.41940.03210 TELEPHONE | 0.00 | 819.32 | 8,345.00 | 2,618.05 | 68.63% |
| 101.41940.03810 ELECTRIC UTILITIES | 0.00 | 1,917.76 | 23,000.00 | 7,460.52 | 67.56% |
| 101.41940.03830 GAS UTILITIES | 0.00 | 4,296.70 | 18,000.00 | 12,631.53 | 29.82% |
| 101.41940.03841 RUBBISH REMOVAL | 0.00 | 490.46 | 4,200.00 | 1,346.94 | 67.93% |
| 101.41940.04000 CONTRACTUAL SERVICE | 0.00 | 324.54 | 4,715.00 | 2,442.70 | 48.19% |
| 101.41940.07000 PERMANENT TRANSFERS OUT | 0.00 | 0.00 | 9,394.00 | 0.00 | 100.00% |
| Total GOVERNMENT BUILDING Expenditures | 0.00 | 13,071.09 | 103,332.00 | 45,420.30 | 56.04% |
| POLICE PROTECTION Expenditures | | | | | |
| 101.42100.01010 FULL TIME EMPLOYEES | 0.00 | 83,797.57 | 1,037,545.00 | 457,457.29 | 55.91% |
| 101.42100.01013 OVERTIME | 0.00 | 19,064.24 | 97,000.00 | 24,339.48 | 74.91% |

CITY OF SPRING LAKE PARK
Statement of Revenue and Expenditures

Revised Budget
For GENERAL FUND (101)
For the Fiscal Period 2018-5 Ending May 31, 2018

| Account Number | Current Budget | Current Actual | Annual Budget | YTD Actual | Remaining Budget % |
|---|-------------------|-------------------|---------------------|-------------------|-----------------------|
| 101.42100.01050 VACATION BUY BACK | 0.00 | 0.00 | 6,700.00 | 0.00 | 100.00% |
| 101.42100.01210 PERA CONTRIBUTIONS-EMPLO | 0.00 | 15,535.19 | 160,290.00 | 71,738.89 | 55.24% |
| 101.42100.01220 FICA/MC CONTRIBUTIONS-EMP | 0.00 | 2,244.29 | 27,531.00 | 11,134.48 | 59.56% |
| 101.42100.01300 HEALTH INSURANCE | 0.00 | 13,554.58 | 151,865.00 | 68,243.86 | 55.06% |
| 101.42100.01313 PRUDENTIAL LIFE INSURANCE | 0.00 | 61.08 | 675.00 | 305.40 | 54.76% |
| 101.42100.01510 WORKERS COMPENSATION | 0.00 | 0.00 | 29,000.00 | 36,404.65 | (25.53%) |
| 101.42100.02000 OFFICE SUPPLIES | 0.00 | 690.77 | 3,600.00 | 1,035.61 | 71.23% |
| 101.42100.02030 PRINTED FORMS | 0.00 | 113.00 | 1,200.00 | 271.50 | 77.38% |
| 101.42100.02040 RANGE EQUIP & SUPPLIES | 0.00 | 0.00 | 7,550.00 | 3,654.16 | 51.60% |
| 101.42100.02100 OPERATING SUPPLIES | 0.00 | 25.40 | 3,883.00 | 734.55 | 81.08% |
| 101.42100.02120 MOTOR FUELS & LUBRICANTS | 0.00 | 3,152.63 | 21,700.00 | 8,657.12 | 60.11% |
| 101.42100.02220 POSTAGE | 0.00 | 21.97 | 1,900.00 | 144.62 | 92.39% |
| 101.42100.03050 MEDICAL EXPENSE | 0.00 | 0.00 | 2,000.00 | 0.00 | 100.00% |
| 101.42100.03210 TELEPHONE | 0.00 | 570.78 | 3,900.00 | 1,110.12 | 71.54% |
| 101.42100.03211 DATA SERVICES | 0.00 | 559.86 | 33,781.00 | 20,536.58 | 39.21% |
| 101.42100.03300 CLOTHING & PERSONAL EQUI | 0.00 | 173.37 | 9,860.00 | 1,500.49 | 84.78% |
| 101.42100.03310 TRAVEL EXPENSE | 0.00 | 93.39 | 1,200.00 | 289.33 | 75.89% |
| 101.42100.03421 800 MHZ RADIO | 0.00 | 0.00 | 2,006.00 | 0.00 | 100.00% |
| 101.42100.04000 CONTRACTUAL SERVICE | 0.00 | 135.66 | 18,885.00 | 13,872.15 | 26.54% |
| 101.42100.04050 MAINTENANCE AGREEMENTS | 0.00 | 0.00 | 4,000.00 | 2,139.91 | 46.50% |
| 101.42100.04060 AUTO EQUIPMENT REPAIR | 0.00 | 2,107.51 | 20,000.00 | 5,710.83 | 71.45% |
| 101.42100.04070 OTHER EQUIPMENT REPAIR | 0.00 | 0.00 | 2,500.00 | 771.84 | 69.13% |
| 101.42100.04300 CONFERENCE & SCHOOLS | 0.00 | 2,078.92 | 13,000.00 | 6,538.30 | 49.71% |
| 101.42100.04330 DUES & SUBSCRIPTIONS | 0.00 | 0.00 | 945.00 | 748.00 | 20.85% |
| 101.42100.05000 CAPITAL OUTLAY | 0.00 | 0.00 | 37,471.00 | 0.00 | 100.00% |
| 101.42100.07000 PERMANENT TRANSFERS OUT | 0.00 | 0.00 | 16,657.00 | 553.50 | 96.68% |
| Total POLICE PROTECTION Expenditures | 0.00 | 143,980.21 | 1,716,644.00 | 737,892.66 | 57.02% |
| FIRE PROTECTION Expenditures | | | | | |
| 101.42200.04000 CONTRACTUAL SERVICE | 0.00 | 18,834.00 | 226,014.00 | 94,170.00 | 58.33% |
| 101.42200.05000 CAPITAL OUTLAY | 0.00 | 0.00 | 48,296.00 | 17,493.00 | 63.78% |
| Total FIRE PROTECTION Expenditures | 0.00 | 18,834.00 | 274,310.00 | 111,663.00 | 59.29% |
| CODE ENFORCEMENT Expenditures | | | | | |
| 101.42300.01010 FULL TIME EMPLOYEES | 0.00 | 8,134.25 | 102,665.00 | 44,666.21 | 56.49% |
| 101.42300.01030 PART TIME EMPLOYEES | 0.00 | 1,086.00 | 14,560.00 | 2,224.50 | 84.72% |
| 101.42300.01050 VACATION BUY BACK | 0.00 | 0.00 | 3,200.00 | 0.00 | 100.00% |
| 101.42300.01210 PERA CONTRIBUTIONS-EMPLO | 0.00 | 610.10 | 7,700.00 | 3,435.51 | 55.38% |
| 101.42300.01220 FICA/MC CONTRIBUTIONS-EMP | 0.00 | 669.84 | 9,212.00 | 3,400.61 | 63.08% |
| 101.42300.01300 HEALTH INSURANCE | 0.00 | 1,648.52 | 16,220.00 | 8,242.60 | 49.18% |
| 101.42300.01313 PRUDENTIAL LIFE INSURANCE | 0.00 | 6.42 | 78.00 | 32.10 | 58.85% |
| 101.42300.01510 WORKERS COMPENSATION | 0.00 | 0.00 | 1,450.00 | 342.06 | 76.41% |
| 101.42300.02000 OFFICE SUPPLIES | 0.00 | 0.00 | 500.00 | 170.99 | 65.80% |
| 101.42300.02100 OPERATING SUPPLIES | 0.00 | 66.50 | 1,350.00 | 430.35 | 68.12% |
| 101.42300.02120 MOTOR FUELS & LUBRICANTS | 0.00 | 203.14 | 1,600.00 | 570.11 | 64.37% |
| 101.42300.02200 REPAIR & MAINTENANCE | 0.00 | 0.00 | 1,000.00 | 425.43 | 57.46% |
| 101.42300.03210 TELEPHONE | 0.00 | 216.67 | 1,000.00 | 526.68 | 47.33% |
| 101.42300.03310 TRAVEL EXPENSE | 0.00 | 0.00 | 300.00 | 56.60 | 81.13% |
| 101.42300.04300 CONFERENCE & SCHOOLS | 0.00 | 0.00 | 1,600.00 | 100.00 | 93.75% |

CITY OF SPRING LAKE PARK
Statement of Revenue and Expenditures

Revised Budget
For GENERAL FUND (101)
For the Fiscal Period 2018-5 Ending May 31, 2018

| Account Number | Current Budget | Current Actual | Annual Budget | YTD Actual | Remaining Budget % |
|---|-------------------|-------------------|-------------------|-------------------|-----------------------|
| 101.42300.04330 DUES & SUBSCRIPTIONS | 0.00 | 0.00 | 3,755.00 | 2,490.00 | 33.69% |
| Total CODE ENFORCEMENT Expenditures | 0.00 | 12,641.44 | 166,190.00 | 67,113.75 | 59.62% |
| STREET DEPARTMENT Expenditures | | | | | |
| 101.43000.01010 FULL TIME EMPLOYEES | 0.00 | 10,532.30 | 132,640.00 | 57,790.01 | 56.43% |
| 101.43000.01013 OVERTIME | 0.00 | 76.81 | 7,459.00 | 2,564.06 | 65.62% |
| 101.43000.01020 ON CALL SALARIES | 0.00 | 190.19 | 2,131.00 | 827.03 | 61.19% |
| 101.43000.01050 VACATION BUY BACK | 0.00 | 0.00 | 1,900.00 | 0.00 | 100.00% |
| 101.43000.01210 PERA CONTRIBUTIONS-EMPLO | 0.00 | 809.92 | 10,667.00 | 4,588.43 | 56.98% |
| 101.43000.01220 FICA/MC CONTRIBUTIONS-EMP | 0.00 | 795.97 | 11,026.00 | 4,581.94 | 58.44% |
| 101.43000.01300 HEALTH INSURANCE | 0.00 | 1,656.14 | 18,700.00 | 8,280.68 | 55.72% |
| 101.43000.01313 PRUDENTIAL LIFE INSURANCE | 0.00 | 8.86 | 107.00 | 44.29 | 58.61% |
| 101.43000.01510 WORKERS COMPENSATION | 0.00 | 0.00 | 9,000.00 | 11,311.52 | (25.68%) |
| 101.43000.02120 MOTOR FUELS & LUBRICANTS | 0.00 | 2,265.44 | 14,000.00 | 7,230.42 | 48.35% |
| 101.43000.02150 SHOP MATERIALS | 0.00 | 89.16 | 2,500.00 | 363.86 | 85.45% |
| 101.43000.02200 REPAIR & MAINTENANCE | 0.00 | 780.30 | 7,500.00 | 2,086.07 | 72.19% |
| 101.43000.02210 EQUIPMENT PARTS | 0.00 | 1,075.62 | 6,000.00 | 3,869.62 | 35.51% |
| 101.43000.02221 TIRES | 0.00 | 0.00 | 800.00 | 0.00 | 100.00% |
| 101.43000.02224 STREET MAINT SUPPLIES | 0.00 | 0.00 | 1,300.00 | 0.00 | 100.00% |
| 101.43000.02226 SIGNS & STRIPING | 0.00 | 353.50 | 6,000.00 | 353.50 | 94.11% |
| 101.43000.02280 UNIFORMS,SAFETY SHOES | 0.00 | 0.00 | 1,040.00 | 875.00 | 15.87% |
| 101.43000.03210 TELEPHONE | 0.00 | 35.12 | 370.00 | 105.74 | 71.42% |
| 101.43000.04000 CONTRACTUAL SERVICE | 0.00 | 0.00 | 1,040.00 | 660.00 | 36.54% |
| 101.43000.04300 CONFERENCE & SCHOOLS | 0.00 | 0.00 | 500.00 | 420.00 | 16.00% |
| 101.43000.04330 DUES & SUBSCRIPTIONS | 0.00 | 0.00 | 100.00 | 0.00 | 100.00% |
| 101.43000.07000 PERMANENT TRANSFERS OUT | 0.00 | 0.00 | 1,600.00 | 0.00 | 100.00% |
| Total STREET DEPARTMENT Expenditures | 0.00 | 18,669.33 | 236,380.00 | 105,952.17 | 55.18% |
| RECREATION DEPARTMENT Expenditures | | | | | |
| 101.45100.01010 FULL TIME EMPLOYEES | 0.00 | 17,443.53 | 216,702.00 | 95,366.81 | 55.99% |
| 101.45100.01040 TEMPORARY EMPLOYEES | 0.00 | 0.00 | 17,010.00 | 1,630.00 | 90.42% |
| 101.45100.01050 VACATION BUY BACK | 0.00 | 0.00 | 1,600.00 | 0.00 | 100.00% |
| 101.45100.01210 PERA CONTRIBUTIONS-EMPLO | 0.00 | 1,308.26 | 16,253.00 | 7,152.48 | 55.99% |
| 101.45100.01220 FICA/MC CONTRIBUTIONS-EMP | 0.00 | 1,289.54 | 18,001.00 | 7,175.22 | 60.14% |
| 101.45100.01300 HEALTH INSURANCE | 0.00 | 2,923.44 | 33,500.00 | 14,617.20 | 56.37% |
| 101.45100.01313 PRUDENTIAL LIFE INSURANCE | 0.00 | 14.54 | 176.00 | 72.70 | 58.69% |
| 101.45100.01510 WORKERS COMPENSATION | 0.00 | 0.00 | 1,700.00 | 853.43 | 49.80% |
| 101.45100.02000 OFFICE SUPPLIES | 0.00 | 234.29 | 2,161.00 | 935.97 | 56.69% |
| 101.45100.02220 POSTAGE | 0.00 | 103.15 | 8,950.00 | 3,964.77 | 55.70% |
| 101.45100.02290 RECREATION EQUIP SUPPLIES | 0.00 | 156.65 | 2,500.00 | 1,522.20 | 39.11% |
| 101.45100.03310 TRAVEL EXPENSE | 0.00 | 136.37 | 1,000.00 | 1,005.83 | (0.58%) |
| 101.45100.03500 PRINTING & PUBLISHING | 0.00 | 40.00 | 14,357.00 | 4,565.17 | 68.20% |
| 101.45100.04300 CONFERENCE & SCHOOLS | 0.00 | 0.00 | 1,400.00 | 20.00 | 98.57% |
| 101.45100.04330 DUES & SUBSCRIPTIONS | 0.00 | 0.00 | 457.00 | 280.00 | 38.73% |
| Total RECREATION DEPARTMENT Expenditures | 0.00 | 23,649.77 | 335,767.00 | 139,161.78 | 58.55% |
| PARKS DEPARTMENT Expenditures | | | | | |
| 101.45200.01010 FULL TIME EMPLOYEES | 0.00 | 11,041.08 | 139,055.00 | 60,581.41 | 56.43% |
| 101.45200.01013 OVERTIME | 0.00 | 21.95 | 7,459.00 | 4,404.82 | 40.95% |

CITY OF SPRING LAKE PARK
Statement of Revenue and Expenditures

Revised Budget
For GENERAL FUND (101)
For the Fiscal Period 2018-5 Ending May 31, 2018

| Account Number | Current Budget | Current Actual | Annual Budget | YTD Actual | Remaining Budget % |
|--|-------------------|------------------------|------------------------|--------------------------|-----------------------|
| 101.45200.01020 ON CALL SALARIES | 0.00 | 146.30 | 2,131.00 | 314.55 | 85.24% |
| 101.45200.01040 TEMPORARY EMPLOYEES | 0.00 | 2,924.00 | 15,840.00 | 5,776.00 | 63.54% |
| 101.45200.01050 VACATION BUY BACK | 0.00 | 0.00 | 3,000.00 | 0.00 | 100.00% |
| 101.45200.01210 PERA CONTRIBUTIONS-EMPLO | 0.00 | 840.71 | 11,148.00 | 4,897.57 | 56.07% |
| 101.45200.01220 FICA/MC CONTRIBUTIONS-EMP | 0.00 | 1,056.05 | 12,812.00 | 5,366.06 | 58.12% |
| 101.45200.01300 HEALTH INSURANCE | 0.00 | 1,743.50 | 19,720.00 | 8,717.50 | 55.79% |
| 101.45200.01313 PRUDENTIAL LIFE INSURANCE | 0.00 | 8.92 | 107.00 | 44.59 | 58.33% |
| 101.45200.01510 WORKERS COMPENSATION | 0.00 | 0.00 | 10,000.00 | 12,048.85 | (20.49%) |
| 101.45200.02100 OPERATING SUPPLIES | 0.00 | 0.00 | 1,000.00 | 0.00 | 100.00% |
| 101.45200.02120 MOTOR FUELS & LUBRICANTS | 0.00 | 2,130.02 | 12,000.00 | 6,850.31 | 42.91% |
| 101.45200.02200 REPAIR & MAINTENANCE | 0.00 | 1,443.26 | 8,000.00 | 1,563.07 | 80.46% |
| 101.45200.02205 LAKESIDE PK EXP TO BE REIM | 0.00 | 1,132.27 | 0.00 | 5,891.02 | 0.00% |
| 101.45200.02210 EQUIPMENT PARTS | 0.00 | 489.71 | 5,500.00 | 2,384.65 | 56.64% |
| 101.45200.02221 TIRES | 0.00 | 0.00 | 800.00 | 0.00 | 100.00% |
| 101.45200.02225 LANDSCAPING MATERIALS | 0.00 | 2,705.84 | 8,932.00 | 2,705.84 | 69.71% |
| 101.45200.02280 UNIFORMS,SAFETY SHOES | 0.00 | 0.00 | 1,000.00 | 875.00 | 12.50% |
| 101.45200.02290 RECREATION EQUIP SUPPLIES | 0.00 | 0.00 | 2,000.00 | 782.04 | 60.90% |
| 101.45200.03210 TELEPHONE | 0.00 | 84.88 | 300.00 | 212.32 | 29.23% |
| 101.45200.03810 ELECTRIC UTILITIES | 0.00 | 290.32 | 4,000.00 | 1,267.66 | 68.31% |
| 101.45200.03830 GAS UTILITIES | 0.00 | 849.85 | 4,000.00 | 2,382.90 | 40.43% |
| 101.45200.03841 RUBBISH REMOVAL | 0.00 | 0.00 | 400.00 | 63.87 | 84.03% |
| 101.45200.04190 SATELLITE RENTAL | 0.00 | 433.71 | 1,400.00 | 433.71 | 69.02% |
| 101.45200.04300 CONFERENCE & SCHOOLS | 0.00 | (200.00) | 900.00 | 400.00 | 55.56% |
| 101.45200.04500 CONTRACTUAL SERVICES | 0.00 | 0.00 | 880.00 | 660.00 | 25.00% |
| 101.45200.04901 LAKESIDE PARK EXPENSE | 0.00 | 11,500.00 | 11,500.00 | 11,500.00 | 0.00% |
| Total PARKS DEPARTMENT Expenditures | 0.00 | 38,642.37 | 283,884.00 | 140,123.74 | 50.64% |
| MISCELLANEOUS Expenditures | | | | | |
| 101.49000.01300 HEALTH INSURANCE | 0.00 | 90.24 | 0.00 | 606.56 | 0.00% |
| 101.49000.01313 COBRA-H.S.A. FEES | 0.00 | 0.00 | 2,600.00 | 0.00 | 100.00% |
| 101.49000.03600 INSURANCE | 0.00 | 0.00 | 45,000.00 | 44,320.88 | 1.51% |
| 101.49000.04000 CONTRACTUAL SERVICE | 0.00 | 688.00 | 0.00 | 3,440.00 | 0.00% |
| 101.49000.04389 CONTINGENCY FUND | 0.00 | 0.00 | 108,313.00 | 0.00 | 100.00% |
| 101.49000.04390 MISCELLANEOUS | 0.00 | 396.00 | 5,000.00 | 396.00 | 92.08% |
| 101.49000.04420 SURCHARGES-PLMG | 0.00 | 0.00 | 200.00 | 0.00 | 100.00% |
| 101.49000.04430 SURCHARGES-HTG | 0.00 | 0.00 | 400.00 | 0.00 | 100.00% |
| 101.49000.04440 SURCHARGES-BLDG | 0.00 | 0.00 | 2,000.00 | 0.00 | 100.00% |
| 101.49000.07000 PERMANENT TRANSFERS OUT | 0.00 | 0.00 | 155,000.00 | 0.00 | 100.00% |
| Total MISCELLANEOUS Expenditures | 0.00 | 1,174.24 | 318,513.00 | 48,763.44 | 84.69% |
| Total GENERAL FUND Expenditures | \$ 0.00 | \$ 325,100.15 | \$ 4,133,633.00 | \$ 1,670,343.04 | 59.59% |
| GENERAL FUND Excess of Revenues Over Expenditure \$ | 0.00 | \$ (296,758.11) | \$ 0.00 | \$ (1,423,602.11) | 0.00% |

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

For the Fiscal Period 2018-5 Ending May 31, 2018

| Account Number | | Current Budget | Current Actual | Annual Budget | YTD Actual | Remaining Budget % |
|--|----|-------------------|-------------------|------------------|-------------------|-----------------------|
| Total Revenues | \$ | 0.00 | \$ 28,342.04 | \$ 4,133,633.00 | \$ 246,740.93 | 0.00% |
| Total Expenditures | \$ | 0.00 | \$ 325,100.15 | \$ 4,133,633.00 | \$ 1,670,343.04 | 59.59% |
| Total Excess of Revenues Over Expenditures | \$ | 0.00 | \$ (296,758.11) | \$ 0.00 | \$ (1,423,602.11) | 0.00% |

CITY OF SPRING LAKE PARK

Statement of Revenue and Expenditures

Revised Budget
For PUBLIC UTILITIES OPERATIONS (601)
For the Fiscal Period 2018-5 Ending May 31, 2018

| Account Number | | Current Budget | Current Actual | Annual Budget | YTD Actual | Remaining Budget % |
|---|---------------------------|-------------------|--------------------|------------------------|----------------------|-----------------------|
| Revenues | | | | | | |
| Revenues | | | | | | |
| 601.00000.34950 | MISC REVENUE-NSF CHRGS | \$ 0.00 | \$ 39.89 | \$ 0.00 | \$ 120.42 | 0.00% |
| 601.00000.36210 | INTEREST EARNINGS | 0.00 | 0.00 | 65,000.00 | 0.00 | 100.00% |
| 601.00000.37101 | WATER COLLECTIONS | 0.00 | 221.53 | 471,605.00 | 185,079.03 | 60.76% |
| 601.00000.37103 | SALES TAX COLLECTED | 0.00 | 0.00 | 5,000.00 | 2,479.04 | 50.42% |
| 601.00000.37104 | PENALTIES/WATER | 0.00 | 1,464.50 | 6,000.00 | 2,714.25 | 54.76% |
| 601.00000.37109 | SAFE DRINKING WATER FEE | 0.00 | 17.88 | 13,844.00 | 6,946.20 | 49.83% |
| 601.00000.37111 | ADMINISTRATIVE CHARGE | 0.00 | 496.75 | 79,586.00 | 40,571.14 | 49.02% |
| 601.00000.37115 | ESTIMATE READING CHRG | 0.00 | 0.00 | 50.00 | 50.00 | 0.00% |
| 601.00000.37149 | WATER CONN-INTEREST | 0.00 | 0.00 | 0.00 | 511.06 | 0.00% |
| 601.00000.37150 | WATER CONNECTION-WAC | 0.00 | 0.00 | 0.00 | 119.66 | 0.00% |
| 601.00000.37151 | WATER RECONNECT-CALL OU | 0.00 | 15.17 | 1,000.00 | 790.17 | 20.98% |
| 601.00000.37170 | WATER PERMITS | 0.00 | 0.00 | 100.00 | 0.00 | 100.00% |
| 601.00000.37171 | WATER PERMIT SURCHARGES | 0.00 | 0.00 | 10.00 | 0.00 | 100.00% |
| 601.00000.37172 | WATER METER SALES & INSTA | 0.00 | 1,501.57 | 1,500.00 | 6,840.18 | (356.01%) |
| 601.00000.37201 | SEWER COLLECTIONS | 0.00 | 755.54 | 798,652.00 | 403,644.55 | 49.46% |
| 601.00000.37204 | PENALTIES-SEWER | 0.00 | 3,356.44 | 14,000.00 | 6,907.16 | 50.66% |
| 601.00000.37250 | SEWER CONNECTION-SAC | 0.00 | 0.00 | 0.00 | 1,350.04 | 0.00% |
| 601.00000.37251 | SEWER CONN-INTEREST | 0.00 | 0.00 | 0.00 | 313.08 | 0.00% |
| 601.00000.37270 | SEWER PERMITS | 0.00 | 0.00 | 100.00 | 0.00 | 100.00% |
| 601.00000.37271 | SEWER PERMIT SURCHARGES | 0.00 | 0.00 | 10.00 | 0.00 | 100.00% |
| 601.00000.37273 | SEWER HOOK-UP CHARGES | 0.00 | 0.00 | 150.00 | 0.00 | 100.00% |
| 601.00000.39206 | TRANSFER FROM RECYCLING | 0.00 | 0.00 | 1,500.00 | 0.00 | 100.00% |
| Total Revenues | | 0.00 | 7,869.27 | 1,458,107.00 | 658,435.98 | 54.84% |
| Total PUBLIC UTILITIES OPERATIONS Revenues | | \$ 0.00 | \$ 7,869.27 | \$ 1,458,107.00 | \$ 658,435.98 | 54.84% |

Expenditures**WATER DEPARTMENT Expenditures**

| | | | | | | |
|-----------------|---------------------------|---------|-------------|---------------|--------------|---------|
| 601.49400.01010 | FULL TIME EMPLOYEES | \$ 0.00 | \$ 8,442.84 | \$ 106,500.00 | \$ 46,276.93 | 56.55% |
| 601.49400.01013 | OVERTIME | 0.00 | 124.35 | 7,500.00 | 4,370.58 | 41.73% |
| 601.49400.01020 | ON CALL SALARIES | 0.00 | 146.30 | 2,950.00 | 283.46 | 90.39% |
| 601.49400.01040 | TEMPORARY EMPLOYEES | 0.00 | 0.00 | 9,550.00 | 613.50 | 93.58% |
| 601.49400.01050 | VACATION BUY BACK | 0.00 | 0.00 | 1,650.00 | 0.00 | 100.00% |
| 601.49400.01210 | PERA CONTRIBUTIONS-EMPLO | 0.00 | 653.52 | 8,479.00 | 3,819.78 | 54.95% |
| 601.49400.01220 | FICA/MC CONTRIBUTIONS-EMP | 0.00 | 643.56 | 9,803.00 | 3,861.01 | 60.61% |
| 601.49400.01300 | HEALTH & DENTAL INSURANC | 0.00 | 1,468.98 | 16,600.00 | 7,344.91 | 55.75% |
| 601.49400.01313 | LIFE INSURANCE | 0.00 | 7.68 | 95.00 | 38.40 | 59.58% |
| 601.49400.01510 | WORKERS COMPENSATION | 0.00 | 0.00 | 6,700.00 | 6,568.54 | 1.96% |
| 601.49400.02000 | OFFICE SUPPLIES | 0.00 | 0.00 | 800.00 | 265.92 | 66.76% |
| 601.49400.02030 | PRINTED FORMS | 0.00 | 0.00 | 2,000.00 | 1,270.73 | 36.46% |
| 601.49400.02100 | OPERATING SUPPLIES | 0.00 | 0.00 | 800.00 | 0.00 | 100.00% |
| 601.49400.02120 | MOTOR FUELS & LUBRICANTS | 0.00 | 406.29 | 2,500.00 | 1,140.22 | 54.39% |
| 601.49400.02200 | REPAIR & MAINTENANCE | 0.00 | 7,406.06 | 55,000.00 | 21,759.87 | 60.44% |
| 601.49400.02210 | EQUIPMENT PARTS | 0.00 | 123.85 | 1,000.00 | 980.78 | 1.92% |
| 601.49400.02220 | POSTAGE | 0.00 | 61.39 | 2,500.00 | 809.36 | 67.63% |

CITY OF SPRING LAKE PARK
Statement of Revenue and Expenditures

Revised Budget
For PUBLIC UTILITIES OPERATIONS (601)
For the Fiscal Period 2018-5 Ending May 31, 2018

| Account Number | Current Budget | Current Actual | Annual Budget | YTD Actual | Remaining Budget % |
|---|-------------------|-------------------|-------------------|-------------------|-----------------------|
| 601.49400.02221 TIRES | 0.00 | 0.00 | 1,000.00 | 0.00 | 100.00% |
| 601.49400.02222 STREET REPAIRS | 0.00 | 0.00 | 1,500.00 | 1,792.29 | (19.49%) |
| 601.49400.02261 WATER TESTING | 0.00 | 72.00 | 800.00 | 216.00 | 73.00% |
| 601.49400.02262 WATER METER & SUPPLIES | 0.00 | 0.00 | 5,500.00 | 6,049.73 | (10.00%) |
| 601.49400.02264 SAFE DRINKING WATER FEE | 0.00 | 0.00 | 13,844.00 | 3,485.00 | 74.83% |
| 601.49400.02280 UNIFORM ALLOWANCE | 0.00 | 0.00 | 950.00 | 623.48 | 34.37% |
| 601.49400.03010 AUDIT & ACCTG SERVICES | 0.00 | 1,218.75 | 2,617.00 | 1,218.75 | 53.43% |
| 601.49400.03030 ENGINEERING FEES | 0.00 | 2,676.51 | 2,000.00 | 6,194.01 | (209.70%) |
| 601.49400.03040 LEGAL FEES | 0.00 | 0.00 | 300.00 | 0.00 | 100.00% |
| 601.49400.03210 TELEPHONE | 0.00 | 91.42 | 900.00 | 250.21 | 72.20% |
| 601.49400.03310 TRAVEL EXPENSE | 0.00 | 0.00 | 1,100.00 | 125.30 | 88.61% |
| 601.49400.03500 PRINTING & PUBLISHING | 0.00 | 2,860.33 | 7,000.00 | 5,067.22 | 27.61% |
| 601.49400.03600 INSURANCE | 0.00 | 0.00 | 8,500.00 | 6,642.10 | 21.86% |
| 601.49400.03870 WATER USAGE-CITY OF BLAIN | 0.00 | 0.00 | 3,500.00 | 495.31 | 85.85% |
| 601.49400.04000 CONTRACTUAL SERVICE | 0.00 | 0.00 | 7,011.00 | 2,141.42 | 69.46% |
| 601.49400.04050 MAINTENANCE AGREEMENTS | 0.00 | 40.70 | 13,775.00 | 1,309.00 | 90.50% |
| 601.49400.04300 CONFERENCE & SCHOOLS | 0.00 | 0.00 | 2,000.00 | 826.03 | 58.70% |
| 601.49400.04330 DUES & SUBSCRIPTIONS | 0.00 | 202.00 | 525.00 | 491.00 | 6.48% |
| 601.49400.04370 PERMITS AND TAXES | 0.00 | 0.00 | 7,200.00 | 4,443.22 | 38.29% |
| 601.49400.04470 SURCHARGES-WATER | 0.00 | 0.00 | 10.00 | 0.00 | 100.00% |
| 601.49400.05000 CAPITAL OUTLAY | 0.00 | 2,174.62 | 0.00 | 2,174.62 | 0.00% |
| 601.49400.07000 PERMANENT TRANSFERS OUT | 0.00 | 0.00 | 100,139.00 | 0.00 | 100.00% |
| Total WATER DEPARTMENT Expenditures | 0.00 | 28,821.15 | 414,598.00 | 142,948.68 | 65.52% |
| WATER TREATMENT PLANT Expenditures | | | | | |
| 601.49402.02100 OPERATING SUPPLIES | 0.00 | 1,388.66 | 100.00 | 1,388.66 | (1288.66%) |
| 601.49402.02120 MOTOR FUELS & LUBRICANTS | 0.00 | 0.00 | 2,000.00 | 0.00 | 100.00% |
| 601.49402.02160 CHEMICALS & CHEMICAL PRO | 0.00 | 4,197.92 | 19,000.00 | 8,567.17 | 54.91% |
| 601.49402.02200 REPAIR & MAINTENANCE | 0.00 | 685.14 | 10,000.00 | 3,930.20 | 60.70% |
| 601.49402.02210 EQUIPMENT PARTS | 0.00 | 189.20 | 5,000.00 | 189.20 | 96.22% |
| 601.49402.03030 ENGINEERING FEES | 0.00 | 0.00 | 1,000.00 | 0.00 | 100.00% |
| 601.49402.03600 INSURANCE | 0.00 | 0.00 | 10,000.00 | 10,105.20 | (1.05%) |
| 601.49402.03810 ELECTRIC UTILITIES | 0.00 | 7,488.00 | 75,000.00 | 25,733.61 | 65.69% |
| 601.49402.03830 GAS UTILITIES | 0.00 | 676.90 | 2,500.00 | 2,025.80 | 18.97% |
| 601.49402.04000 CONTRACTUAL SERVICE | 0.00 | 0.00 | 3,500.00 | 0.00 | 100.00% |
| 601.49402.04370 PERMITS,DUES,SUBSCRIPTIO | 0.00 | 950.00 | 2,850.00 | 1,075.00 | 62.28% |
| 601.49402.07000 PERMANENT TRANSFERS OUT | 0.00 | 0.00 | 43,635.00 | 0.00 | 100.00% |
| Total WATER TREATMENT PLANT Expenditures | 0.00 | 15,575.82 | 174,585.00 | 53,014.84 | 69.63% |
| SEWER DEPARTMENT Expenditures | | | | | |
| 601.49450.01010 FULL TIME EMPLOYEES | 0.00 | 8,442.88 | 106,500.00 | 46,277.12 | 56.55% |
| 601.49450.01013 OVERTIME | 0.00 | 124.36 | 7,500.00 | 4,370.64 | 41.72% |
| 601.49450.01020 ON CALL SALARIES | 0.00 | 146.30 | 2,950.00 | 283.46 | 90.39% |
| 601.49450.01040 TEMPORARY EMPLOYEES | 0.00 | 0.00 | 9,550.00 | 613.50 | 93.58% |
| 601.49450.01050 VACATION BUY BACK | 0.00 | 0.00 | 1,650.00 | 0.00 | 100.00% |
| 601.49450.01210 PERA CONTRIBUTIONS-EMPLO | 0.00 | 653.57 | 8,479.00 | 3,820.12 | 54.95% |
| 601.49450.01220 FICA/MC CONTRIBUTIONS-EMP | 0.00 | 643.61 | 9,803.00 | 3,861.27 | 60.61% |
| 601.49450.01300 HEALTH & DENTAL INSURANC | 0.00 | 1,469.06 | 16,600.00 | 7,345.31 | 55.75% |
| 601.49450.01313 LIFE INSURANCE | 0.00 | 7.70 | 95.00 | 38.50 | 59.47% |

CITY OF SPRING LAKE PARK
Statement of Revenue and Expenditures

Revised Budget
For PUBLIC UTILITIES OPERATIONS (601)
For the Fiscal Period 2018-5 Ending May 31, 2018

| Account Number | Current Budget | Current Actual | Annual Budget | YTD Actual | Remaining Budget % |
|--|-------------------|-----------------------|------------------------|----------------------|-----------------------|
| 601.49450.01510 WORKERS COMPENSATION | 0.00 | 0.00 | 6,700.00 | 6,568.54 | 1.96% |
| 601.49450.02000 OFFICE SUPPLIES | 0.00 | 40.70 | 800.00 | 306.62 | 61.67% |
| 601.49450.02030 PRINTED FORMS | 0.00 | 0.00 | 1,500.00 | 1,270.74 | 15.28% |
| 601.49450.02100 OPERATING SUPPLIES | 0.00 | 0.00 | 500.00 | 0.00 | 100.00% |
| 601.49450.02120 MOTOR FUELS & LUBRICANTS | 0.00 | 406.28 | 2,500.00 | 1,140.21 | 54.39% |
| 601.49450.02200 REPAIR & MAINTENANCE | 0.00 | 1,215.86 | 10,000.00 | 1,339.46 | 86.61% |
| 601.49450.02210 EQUIPMENT PARTS | 0.00 | 123.85 | 3,000.00 | 123.85 | 95.87% |
| 601.49450.02220 POSTAGE | 0.00 | 61.39 | 2,500.00 | 584.37 | 76.63% |
| 601.49450.02221 TIRES | 0.00 | 0.00 | 1,000.00 | 0.00 | 100.00% |
| 601.49450.02222 STREET REPAIRS | 0.00 | 0.00 | 1,000.00 | 0.00 | 100.00% |
| 601.49450.02262 WATER METER & SUPPLIES | 0.00 | 0.00 | 6,000.00 | 0.00 | 100.00% |
| 601.49450.02280 UNIFORM ALLOWANCE | 0.00 | 0.00 | 950.00 | 623.48 | 34.37% |
| 601.49450.03010 AUDIT & ACCTG SERVICES | 0.00 | 1,218.75 | 2,617.00 | 1,218.75 | 53.43% |
| 601.49450.03030 ENGINEERING FEES | 0.00 | 0.00 | 1,000.00 | 2,716.00 | (171.60%) |
| 601.49450.03040 LEGAL FEES | 0.00 | 0.00 | 300.00 | 0.00 | 100.00% |
| 601.49450.03210 TELEPHONE | 0.00 | 91.42 | 700.00 | 250.25 | 64.25% |
| 601.49450.03310 TRAVEL EXPENSE | 0.00 | 0.00 | 1,000.00 | 125.30 | 87.47% |
| 601.49450.03500 PRINTING & PUBLISHING | 0.00 | 0.00 | 300.00 | 0.00 | 100.00% |
| 601.49450.03600 INSURANCE | 0.00 | 0.00 | 12,100.00 | 11,149.91 | 7.85% |
| 601.49450.03810 ELECTRIC UTILITIES | 0.00 | 379.12 | 3,600.00 | 1,647.01 | 54.25% |
| 601.49450.03840 METRO WASTE CONTROL | 0.00 | 46,213.07 | 554,557.00 | 282,198.72 | 49.11% |
| 601.49450.04000 CONTRACTUAL SERVICE | 0.00 | 0.00 | 13,011.00 | 2,141.42 | 83.54% |
| 601.49450.04050 MAINTENANCE AGREEMENTS | 0.00 | 40.70 | 11,460.00 | 1,309.00 | 88.58% |
| 601.49450.04300 CONFERENCE & SCHOOLS | 0.00 | 0.00 | 2,450.00 | 756.03 | 69.14% |
| 601.49450.04330 DUES & SUBSCRIPTIONS | 0.00 | 0.00 | 340.00 | 0.00 | 100.00% |
| 601.49450.04390 MISCELLANEOUS | 0.00 | 0.00 | 100.00 | 0.00 | 100.00% |
| 601.49450.04450 RESERVE CAPACITY CHARGE | 0.00 | 0.00 | 2,700.00 | 0.00 | 100.00% |
| 601.49450.04460 SURCHARGES-SEWER | 0.00 | 0.00 | 10.00 | 0.00 | 100.00% |
| 601.49450.05000 CAPITAL OUTLAY | 0.00 | 2,174.62 | 0.00 | 2,174.62 | 0.00% |
| 601.49450.07000 PERMANENT TRANSFERS OUT | 0.00 | 0.00 | 81,669.00 | 0.00 | 100.00% |
| Total SEWER DEPARTMENT Expenditures | 0.00 | 63,453.24 | 887,491.00 | 384,254.20 | 56.70% |
| Total PUBLIC UTILITIES OPERATIONS Expenditures | \$ 0.00 | \$ 107,850.21 | \$ 1,476,674.00 | \$ 580,217.72 | 60.71% |
| PUBLIC UTILITIES OPERATIONS Excess of Revenues O \$ | 0.00 | \$ (99,980.94) | \$ (18,567.00) | \$ 78,218.26 | 521.28% |

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

For the Fiscal Period 2018-5 Ending May 31, 2018

| Account Number | | Current Budget | | Current Actual | | Annual Budget | | YTD Actual | | Remaining Budget % |
|--|----|-------------------|----|-------------------|----|------------------|----|---------------|--|-----------------------|
| Total Revenues | \$ | 0.00 | \$ | 7,869.27 | \$ | 1,458,107.00 | \$ | 658,435.98 | | 521.28% |
| Total Expenditures | \$ | 0.00 | \$ | 107,850.21 | \$ | 1,476,674.00 | \$ | 580,217.72 | | 60.71% |
| Total Excess of Revenues Over Expenditures | \$ | 0.00 | \$ | (99,980.94) | \$ | (18,567.00) | \$ | 78,218.26 | | 521.28% |

CITY OF SPRING LAKE PARK
STATEMENT OF FUND BALANCE
May 31, 2018

| <u>FUND</u> | <u>DESCRIPTION</u> | <u>BALANCE</u> |
|--------------------------------------|--|--------------------------------|
| 101 | GENERAL | \$ 212,637.90 |
| 102 | ELECTIONS | \$ 61,949.32 |
| 103 | POLICE RESERVES | \$ 1,855.70 |
| 104 | NORTH CENTRAL SUBURBAN CABLE | \$ 14,707.84 |
| 108 | POLICE FORFEITURES | \$ 15,357.71 |
| 112 | ESCROW TRUST | \$ 135,026.57 |
| 115 | COMPREHENSIVE PLAN UPDATE | \$ 9,040.48 |
| <u>SPECIAL REVENUE FUNDS</u> | | |
| 224 | SMALL EQUIPMENT REPLACEMENT | \$ 21,941.87 |
| 225 | PARK ACQUISITION & IMPROVEMENTS | \$ 594,817.07 |
| 226 | PARK EQUIPMENT & IMPROVEMENTS | \$ 11,370.54 |
| 227 | HRA EXCESS | \$ 219,863.91 |
| 229 | SANBURNOL PARK IMPROVEMENTS | \$ 18,902.69 |
| 230 | RECYCLING | \$ 57,364.73 |
| 234 | STREET LIGHTING | \$ 30,358.94 |
| 235 | RIGHT-OF-WAY MAINTENANCE | \$ 1,853.22 |
| 237 | PARK & RECREATION SPECIAL PROJECTS | \$ 18,178.75 |
| 238 | GRANTS & SPECIAL PROJECTS | \$ 3,441.70 |
| 240 | TOWER DAYS | \$ 25,422.52 |
| 243 | PUBLIC SAFETY RADIO REPLACEMENT | \$ 7,738.06 |
| 244 | RECREATION PROGRAMS | \$ 431,803.69 |
| 248 | TRAFFIC EDUCATION | \$ 63,751.39 |
| 249 | EMERGENCY MANAGEMENT | \$ 5,594.05 |
| 250 | ANIMAL CONTROL | \$ 2,011.31 |
| 251 | FORESTRY | \$ 350.00 |
| <u>DEBT SERVICE FUNDS</u> | | |
| 304 | 2016A NORTH METRO CABLE BOND DEBT SERVICE | \$ 13,202.78 |
| 306 | LEGENDS OF SLP - TIF 6.1 | \$ (1,024.68) |
| 328 | 2013B PUBLIC WORKS BUILDING-DEBT SERVICE | \$ (5,155.00) |
| 329 | 2013A EQUIPMENT CERTIFICATE-DEBT SERVICE | \$ 24,371.99 |
| 330 | 2014A G.O. IMPROVEMENT-DEBT SERVICE (2014-15 ST PRJ) | \$ 988,711.92 |
| 331 | 2017A G.O. EQUIPMENT CERTIFICATE-SLP FIRE | \$ - |
| 332 | 2018A G.O. EQUIPMENT CERTIFICATE-DEBT SERVICE | \$ (6,920.77) |
| 384 | 2013A (Refi 2005A) FIRE DEPARTMENT-DEBT SERVICE | \$ 57,686.09 |
| <u>CAPITAL PROJECTS FUNDS</u> | | |
| 400 | REVOLVING CONSTRUCTION | \$ 1,088,073.20 |
| 402 | MSA MAINTENANCE | \$ 85,143.73 |
| 403 | CAPITAL REPLACEMENT | \$ 381,707.45 |
| 407 | SEALCOATING | \$ 68,290.18 |
| 410 | LAKESIDE/LIONS PARK IMPROVEMENT | \$ 21,891.68 |
| 416 | BUILDING MAINTENANCE & RENEWAL | \$ 121,279.84 |
| 425 | STORM SEWER REHAB | \$ 103,599.46 |
| 429 | 2013 EQUIPMENT CERTIFICATE | \$ 6,410.51 |
| 430 | 2014-2015 STREET IMPROVEMENT PRJ | \$ 69,710.07 |
| 431 | 2017A G.O. EQUIPMENT CERTIFICATE-SLP FIRE | \$ 120,411.92 |
| 432 | 2018A G.O. EQUIPMENT CERTIFICATE | \$ 838,853.75 |
| <u>ENTERPRISE FUNDS</u> | | |
| 600 | PUBLIC UTILITY RENEWAL & REPLACEMENT | \$ 1,939,674.47 |
| 601 | PUBLIC UTILITY OPERATIONS | \$ 1,214,682.04 |
| 602 | WATER TREATMENT PLANT | \$ 432,325.38 |
| 609 | MUNICIPAL LIQUOR | \$ 285,153.05 |
| 610 | ON-SALE NOTE PROCEEDS | \$ 1,710,901.76 |
| <u>INTERNAL SERVICE FUNDS</u> | | |
| 700 | SEVERANCE | \$ 30,274.62 |
| GRAND TOTAL | | <u>\$ 11,554,595.40</u> |

Kenneth A. Tolzmann, SAMA
Spring Lake Park City Assessor

May 30, 2018

City of Spring Lake Park
1301 81st Ave NE
Spring Lake Park, Mn 55432
Attn: Mr. Daniel Bucholtz, Admin.

Re: Second Quarter Billing for 2019 Payable 2020 Property Tax Assessment.

Dear Mr. Bucholtz,

The annual cost for assessment services in accordance with our contract is as follows:

| | |
|--|---------------|
| 1973 Residential improved parcels @ \$9.00 per parcel ----- | \$17,757.00 |
| 301 Commercial/Industrial parcels @ \$55.00 per parcel ----- | 16,555.00 |
| 42 Unimproved land parcels @ \$ 2.50 per parcel ----- | <u>105.00</u> |

Total Cost for year 2019 assessment payable in 2020: \$34,417.00

Second Quarter Amt. Due: \$ 8,604.00

The above figures are in accordance with our contract for services dated November 3, 2015.

If you have any questions, please give me a call at 464-4862.

Sincerely,



Kenneth A. Tolzmann, SAMA#1939
Spring Lake Park City Assessor
24738 Hamlet Ave. N.
Forest Lake, Mn 55025

AGREEMENT

THIS AGREEMENT, made by and between the COUNTY OF ANOKA, a political subdivision of the State of Minnesota ("County"), and the CITY OF _____ ("Jurisdiction").

1. TERM OF THE AGREEMENT

This Agreement shall commence on June 18, 2018 and continue until cancelled or terminated in accordance with the provisions of this Agreement.

2. EQUIPMENT LICENSE

During the term of this Agreement and subject to the terms herein, County hereby provides to Jurisdiction and grants Jurisdiction a limited, revocable, non-exclusive, royalty-free license to use the electronic pollbook hardware and software ("Election Equipment") assigned by the County to the Jurisdiction for official election use. Unless County otherwise agrees in writing, said license is restricted to access and use of the Election Equipment by Jurisdiction's employees, contracted personnel and duly authorized election officials performing election duties and responsibilities on behalf of Jurisdiction.

The County hereby delegates authority to the Anoka County Elections Manager to modify the quantity or definition of the Election Equipment assigned to each Jurisdiction and to keep a record of such assignments.

Unless the parties otherwise agree, Jurisdiction shall provide and/or maintain, at Jurisdiction's sole cost and expense, secure wireless and other telecommunications necessary for the operation of the Election Equipment. Further and as necessary, Jurisdiction shall acquire or otherwise provide all subscriptions, accounts or other licenses necessary for the operation of the Election Equipment.

Jurisdiction shall be responsible for implementation of the Election Equipment.

Jurisdiction shall be responsible for storage of elections equipment assigned by the county to that Jurisdiction. Jurisdictions shall make all necessary Elections Equipment in its possession available to other entities as directed by the county.

Unless the parties otherwise agree, County or its designated third-party vendor shall perform all maintenance and repair of the Election Equipment. Jurisdiction shall not repair, change, modify or alter the Election Equipment unless expressly authorized by County or its designee. If any Election Equipment needs repair or maintenance, Jurisdiction shall follow the direction and process provided by County. Jurisdiction

acknowledges and agrees that, as directed by County, (i) Jurisdiction may be required to deliver, at Jurisdiction's sole cost and expense, Election Equipment to County or its designee for maintenance and repair; and (ii) Jurisdiction may be required to provide access to the Election Equipment for inspection, maintenance or repair during Jurisdiction's regular business hours, including but not limited to granting the right to enter into and upon the premises where the Election Equipment is located.

Upon reasonable notice, County shall have the right to enter into and upon the premises where the Election Equipment is located for the purposes of inspecting the Election Equipment or observing its use. On an annual basis, during the term of this Agreement, Jurisdiction shall comply with County's request for verification of Election Equipment inventory.

Jurisdiction shall secure, safeguard and control the Election Equipment, including but not limited to system authentication and passwords, in the same manner that Jurisdiction secures, safeguards and controls its own critical or confidential equipment, systems, software, data, passwords or other information. While the Election Equipment is in Jurisdiction's possession, custody and/or control, Jurisdiction shall exercise best efforts to (i) use and handle the Election Equipment in a manner that avoids damage or harm to the Election Equipment; (ii) use and handle the Election Equipment in accordance with County direction and any third-party specification; and (iii) safeguard and secure the Election Equipment from theft, loss or other damage.

4. OWNERSHIP

County represents and warrants and Jurisdiction acknowledges and agrees that County is duly authorized to grant the license herein exclusively for use by Jurisdiction in its official elections. Pursuant thereto, use of the Election Equipment for any other purpose other than that authorized herein is strictly prohibited absent express written consent of County.

Jurisdiction acknowledges and agrees that the Election Equipment may contain proprietary and trade secret information that is owned by a third party and is protected under state and federal patent, copyright law or other laws, rules, regulations and decisions. Jurisdiction shall protect and maintain the proprietary and trade secret status of the Election Equipment.

4. DISCLAIMER, LIABILITY AND LIMITATION OF LIABILITY

County, by and through its duly authorized vendor, is providing the election equipment on an as-is basis with no support whatsoever. There is no warranty of merchantability, no warranty of fitness for particular use, no warranty of non-infringement, no warranty regarding the use of the information or the results thereof and no other warranty of any kind, express or implied.

Jurisdiction acknowledges and agrees that County does not own or control the data source/system necessary for operation of the election equipment. Without limiting the foregoing, County does not warrant the performance of the election equipment or related communications or connections to any data source/system, that the data source/system will be uninterrupted or error free, that the data is accurate, complete and current or that data defects will be corrected, or that the data source/system is free of harmful code.

In no event shall County be liable for actual, direct, indirect, special, incidental, consequential damages or loss of profit, loss of business or any other financial loss or any other damages even if county has been advised of the possibility of such damage. County's sole liability and Jurisdiction's sole and exclusive remedy for any damages related to this agreement, including but not limited to liability for election equipment nonperformance, errors or omissions, shall be limited to restoring or correcting the election equipment to the extent and degree county is capable of performing the same and as is reasonably possible under the pertinent circumstances.

Subject to the foregoing limitation of liability and to the provisions (below) regarding responsibility for the costs related to lost, stolen, destroyed or damaged Election Equipment, each party shall be responsible for their own acts and omissions and the results thereof to the extent authorized by law. The parties are not agreeing, in any manner whatsoever, to be responsible for the acts or omissions of the other party. As applicable, County's liability is governed by the provisions of Minnesota Statutes. The statutory limits of liability for the parties may not be added together or stacked to increase the maximum amount of liability for either or both parties.

5. ROYALTY FREE LICENSE - OTHER COSTS

Except as expressly set forth below, Jurisdiction shall not pay County any amount for the license granted herein.

Jurisdiction shall be responsible for the cost and expense of Election Equipment delivery from and to a location as directed by County.

Except for routine wear and tear resulting from use in conformance with the terms herein, Jurisdiction shall be responsible for and shall pay all costs, including but not limited to shipping costs, necessary for the repair or replacement of lost, stolen, destroyed or damaged Election Equipment.

Upon expiration or termination of this Agreement for any reason, Jurisdiction shall, at Jurisdiction's sole cost and expense, deliver, or have delivered, the Election Equipment to County or its designee, complete and in good order and working condition, except

with respect to Election Equipment with defects attributable to County's vendor or supplier.

6. HANDLING OF EQUIPMENT AND INSURANCE

Jurisdiction acknowledges that it shall be responsible for the Elections Equipment while it is in the Jurisdictions' custody. Each Jurisdiction, either through insurance or a self-insurance program, shall be responsible for all costs, fees, damages and expenses including but not limited to personal injury, storage, damage, repair and/or replacement of the Election Equipment while it's in the Jurisdiction's custody and this contract is in effect. The Jurisdiction shall be responsible for, provide coverage for and shall provide proof of general liability and worker's compensating insurance (Hold Harmless Agreement) for all individuals providing services required by this contract. In addition to the foregoing, the Jurisdiction shall, during the term of this contract, maintain, through commercially available insurance or on a self-insured basis, property insurance coverage on all of the Election Equipment used or intended for use in this agreement to cover all repairs or replacement of the Election Equipment if damaged or stolen. The Jurisdiction is responsible for any deductible under their policy.

7. TERMINATION

This Agreement may be terminated by either party upon seven (7) day written notice to the other. Termination of this Agreement by either party and for any reason shall not relieve Jurisdiction of any duties or obligations hereunder including but not limited to the obligation to safely and securely return and deliver the Election Equipment as set forth above.

8. DATA PRACTICES

The parties, their officers, agents, owners, partners, employees, volunteers and subcontractors shall abide by the provisions of the Minnesota Government Data Practices Act, Minnesota Statutes, chapter 13 (MGDPA) and all other applicable state and federal laws, rules, regulations and orders relating to data privacy or confidentiality, which may include the Health Insurance Portability and Accountability Act of 1996 (HIPAA).

9. ADDITIONAL PROVISIONS

The parties shall comply with all applicable federal, state and local statutes, regulations, rules and ordinances currently in force or later enacted including but not limited to the MGDPA, Minnesota Statutes section 16C.05, subd 5 and Minnesota Statutes section 471.425, subd. 4a and, as applicable, COUNTY's Affirmative Action Policy.

No delay or omission by either party hereto to exercise any right or power occurring upon any noncompliance or default by the other party with respect to any of the terms of this Agreement shall impair any such right or power or be construed to be a waiver thereof unless the same is consented to in writing. A waiver by either of the parties hereto of any of the covenants, conditions, or agreements to be observed by the other shall not be construed to be a waiver of any succeeding breach thereof or of any covenant, condition, or agreement herein contained. All remedies provided for in this Agreement shall be cumulative and in addition to, and not in lieu of, any other remedies available to either party at law, in equity, or otherwise.

This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota.

It is understood and agreed that the entire Agreement between the parties is contained herein and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof. Except as expressly provided herein, any alterations, variations, modifications, or waivers of provisions of this Agreement shall only be valid when they have been reduced to writing as an amendment to this Agreement signed by the parties hereto.

Jurisdiction shall not assign, sublicense or transfer this Agreement or the rights, duties and obligations herein, either in whole or in part, without the prior written consent of County, and any attempt to do so shall be void and of no force and effect.

It is expressly understood and agreed that the obligations and warranties of Jurisdiction and County hereof shall survive the completion of performance and termination or cancellation of this Agreement.

THE REMAINDER OF THIS PAGE IS BLANK.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands.

COUNTY OF ANOKA

CITY OF _____

By: _____

By: _____

Its: _____

Dated: _____

Dated: _____

APPROVED AS TO FORM

By: _____

Jason J. Stover
Assistant County Attorney

Dated: _____

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

Contractor's Licenses

June 18, 2018

General Contractor

Fire Protection Equipment Co.

Mechanical Contractor

Air Express, Inc.

Riccar Heating & Air

Sign Contractor

Signsational Graphics

2018 MS4 Permit Annual Public Meeting



City of Spring Lake Park
June 18, 2018




What is an MS4?

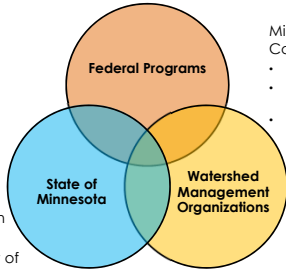


Municipal Separate Storm Sewer Systems (MS4)

- Owned by a State, City, Village, or Other Public Entity that Discharges to Waters of the U.S.
- Designed or used to Collect or Convey Stormwater
- Not a combined sewer
- Not part of a Publicly Owned Treatment Works (sewage treatment plant)



Who is Involved with Stormwater Management Regulation in Spring Lake Park?



Federal Programs


- Minnesota Pollution Control Agency
 - NPDES MS4 Permit
 - NPDES Construction Stormwater Permit
 - NPDES Industrial Permit

State of Minnesota

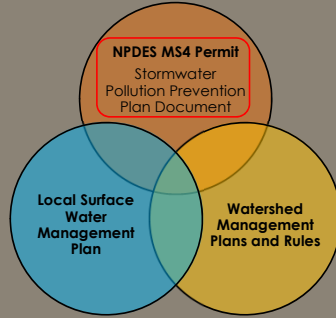
- Metropolitan Council
- Department of Natural Resources
- State Board of Water and Soil Resources (BWSR)

Watershed Management Organizations

- Coon Creek Watershed District
- Rice Creek Watershed District




Stormwater Regulatory Documents that Impact Municipal Operations



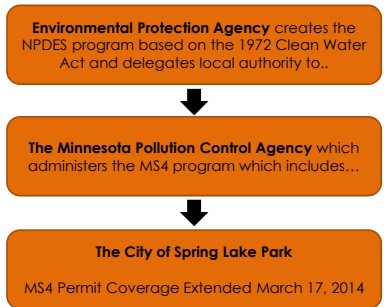
NPDES MS4 Permit
Stormwater Pollution Prevention Plan Document

Local Surface Water Management Plan

Watershed Management Plans and Rules



The Origins of the MS4 Permit



Environmental Protection Agency creates the NPDES program based on the 1972 Clean Water Act and delegates local authority to...

↓

The Minnesota Pollution Control Agency which administers the MS4 program which includes...

↓

The City of Spring Lake Park
MS4 Permit Coverage Extended March 17, 2014

Basic Components of the MS4 Permit

6 Minimum Control Measures

1. Public Education and Outreach
2. Public Participation and Involvement
3. Illicit Discharge Detection and Elimination
4. Construction Site Storm Water Runoff Control
5. Post-Construction Storm Water Management
6. Pollution Prevention and Good Housekeeping for Municipal Operations



Examples of Pollutant Sources

Organic Waste



Illicit Discharges



Construction Runoff



Chemical Application





How Spring Lake Park Currently Complies with the MS4 Permit.

Storm Water Pollution Prevention Plan Document

- Partnerships with Watersheds
- City Ordinance and LWMP Requirements
- Implement Enforcement Response Procedures
- Storm Sewer System Map
- Stormwater Related Brochures and Articles
- MS4 Permit Annual Public Meeting
- Inspections (Illicit discharge, Construction, and MS4 System)
- Provide a Plan Review Checklist
- Street Sweeping
- Staff Training
- Facilities Inventory Assessment
- Pond Assessment
- MS4 Annual Reports



Questions?











PLEASE DON'T POLLUTE



DRAINS TO MISSISSIPPI RIVER





Police Report

May 2018

Submitted for Council Meeting – June 18, 2018

The Spring Lake Park Police Department responded to six hundred and nineteen calls for service for the month of May 2018. This compared to responding to five hundred and thirty-one calls for service in May of 2017.

Officer Chlebeck, our School Resource Officer reports handling thirteen calls for service at our local schools for the month of May 2018, along with having forty-one student contacts, four escorts and fourteen follow up investigations into school related issues. Officer Chlebeck noted conducting seven classroom presentations for the month on “The Bill of Rights and the Opioid Crisis” for 9th and 12th grade students. Officer Chlebeck also attend the Spring Lake Park High School Prom and noted it appeared everyone had a good time. For further details, see Officer Chlebeck’s attached report.

Investigator Baker reports handling a case load of fifty-three cases for the month of May 2018. Forty-four of the cases were felony in nature, two of these cases were gross misdemeanor in nature and seven of the cases were misdemeanor in nature. Investigator Baker also notes that he has been able to reduce his current forfeiture case load to one case and expects to bring that case to a conclusion shortly. For further details, see Investigator Bakers attached report.

The Spring Lake Park Police Department Administrative Office Staff continue to remain steadfast in their duties, typing and imaging reports, filing, answering and dispensing phone calls for service and information, while continuing to address citizen concerns at our “Police Public Walk up- Window”, along with other duties that may be assigned on a daily basis.

The month of May has been a busy month for myself as well, besides handling the day to day operations of the police department, I continue to attend meetings on a daily basis representing the City of Spring Lake Park and the Police Department. I also assisted with a Safety-Tornado Drill here at City Hall and also was able to attend as an Advisory Board Member, the Hibbing Law Enforcement Academy Graduation Ceremony where sixteen candidates graduated with degrees in Law Enforcement.

This will be the end of my report for the month of May 2018.

Are there any questions?



Investigator
Brad Baker

Spring Lake Park Police Department

Investigations Monthly Report

May 2018

Total Case Load

Case Load by Level of Offense: 53

| | |
|--------------------------|-----------|
| Felony | 44 |
| Gross Misdemeanor | 2 |
| Misdemeanor | 7 |

Case Dispositions:

| | |
|-----------------------------------|-----------|
| County Attorney | 1 |
| Juvenile County Attorney | 0 |
| City Attorney | 2 |
| Forward to Other Agency | 0 |
| SLP Liaison | 0 |
| Carried Over | 35 |
| Unfounded | 0 |
| Exceptionally Cleared | 7 |
| Closed/Inactive | 8 |
| Current active Forfeitures | 1 |

Notes:

Spring Lake Park Police / School Resource Officer Report

May 2018

| Incidents by School Location | Reports (ICRs) | Student Contacts* | Escorts/Other | Follow Up Inv. |
|---|----------------|-------------------|---------------|----------------|
| Spring Lake Park High School | 12 | 40 | 3 | 12 |
| Discovery Days (pre-school) | | | | |
| Lighthouse School | | | 1 | |
| Park Terrace Elementary School | | | | 2 |
| District Office | | 1 | | |
| Able and Terrace Parks (School Related) | | | | |
| School Related | 1 | | | |
| Miscellaneous Locations | | | | |
| Totals: | 13 | 41 | 4 | 14 |

| Breakdown of Reports (ICRs) | |
|---|---|
| Theft reports (cellphones, iPods, bikes, etc...) | 3 |
| Students charged with Assault or Disorderly Conduct | 1 |
| Students charged with other crimes | |
| Non-students Charged | |
| Warrant Arrests | |
| Miscellaneous reports | 9 |



Memorandum

Date: June 8, 2018

To: Mayor and City Council
City of Spring Lake Park

From: Chief Ebeltoft

Re: Deploying Naloxone/Narcan

Mayor and City Council,

Our nation is in the midst of an unprecedented opioid epidemic! Many Law Enforcement Agencies across the country have started issuing Naloxone/Narcan to their police officers on the basis of being able to potentially save the lives of those experiencing an opioid overdose. An equally important aspect of carrying Naloxone/Narcan is being able to potentially save the lives of our own police officers who may be accidentally exposed to synthetic opioid's, such as fentanyl and carfentanyl. These drugs are similar to morphine or heroin but are 50 to 100 times more potent and can lead to respiratory distress and death if not treated.

These effects can be of a rapid onset nature and not allow for transportation of an individual to a medical facility for treatment. By having Naloxone/Narcan deployed with our officers, the Spring Lake Park Police Department will have the ability to more appropriately handle life threatening situations of opioid overdoses and officer accidental exposer incidents. It will also provide our officers a temporary remedy for our citizens and officers to facilitate the necessary time for continued treatment at a medical facility.

I have done considerable research into the deployment of Naloxone/Narcan for our agency. As with anything, there is a cost for the deployment. Officers will need to be trained in the administration of Naloxone/Narcan, a standing doctor's order will need to be obtained for the officers to be able to administer the Naloxone/Narcan and of course the purchase of the Naloxone/Narcan will need to be made.

I was able to find a grant through the “Metropolitan Emergency Services Board” in St. Paul, Minnesota that would reimburse the cost for the purchase of the Naloxone/Narcan for a 4 mg dose, at \$37.50 per dose or \$75.00 for a twin pack. The grant will not cover the cost for officer training for administering Naloxone/Narcan but can be covered by budgeted police department funds for training. I have consulted with the grant representative and been advised that there are still funds available and have submitted our grant application and received approval. The current grant is in effect until June 6, 2019.

As part of the grant research that I have completed, a medical provider (Truax) out of Bemidji, MN, has been identified where the Spring Lake Park Police Department can purchase twin packs of 4mg Naloxone/Narcan for a government rate pricing of \$75.00 per twin pack.

I have also been able to locate the required training for Spring Lake Park Officers for administration of Naloxone/Narcan through the Allina External Training and Education Department. The training would be conducted here at the police department, be MN POST approved. The cost for training all Spring Lake Park Police Officers would be \$200.00 or less. The training would also provide the required “Doctor’s Standing Order” for the application of Naloxone/Narcan for our officers, which would meet our statutory and grant requirements. Confirming the training date is pending approval of the Mayor and City Council regarding deploying Naloxone/Narcan with our officers.

As it stands, the City of Spring Lake Park/Police Department would have to pay the purchase cost for the Naloxone/Narcan but would be reimbursed by the grant upon submitting a request/receipts.

If the Mayor and City Council approve the deployment of Naloxone/Narcan for Spring Lake Park Officers, I would request that the initial funds to facilitate this purchase be taken from Fund 428 the (Traffic Education Fund) and budgeted police training funds. Any reimbursements funds received from the grant would then replace money taken from Fund 428. I will then budget for 2019 the purchase of Naloxone/Narcan as needed and continue to utilize the grant as long as it is in existence for reimbursement.

It is my recommendation that every officer be assigned (one) twin pack of Naloxone/Narcan, that (one) twin pack of Naloxone/Narcan be purchased for our evidence room and (two) twin packs of Naloxone/Narcan to be purchased for replacement after an officer uses theirs during the course of their duties.

Reimbursed Amounts

| | |
|---|------------------------|
| Twin Pack Naloxone/Narcan - \$75.00 x 11 (Officers) | = \$ 825.00 |
| Twin Pack Naloxone/Narcan - \$75.00 x 1 (Evidence Room) | = \$ 75.00 |
| Twin Pack Naloxone/Narcan - \$75.00 x 2 (Replacement) | = \$ <u>150.00</u> |
| Total Expenditure: | \$ 1,050.00 (Fund 428) |

Not Reimbursed Amounts

| | |
|---|-----------------------------------|
| Allina Training- Officers to Administer | \$ <u>200.00</u> (Training Funds) |
|---|-----------------------------------|

| | |
|--|--------------------|
| <u>Combined Total (Reimbursed & Not Reimbursed)</u> | \$ 1,250.00 |
|--|--------------------|

I am asking for approval from the Mayor and City Council to institute the deployment of Naloxone/Narcan to Spring Lake Park Officers, to assist with providing our residents and officers with the necessary ability to help address the opioid epidemic and accidental exposures to officers. Part of this approval would be to utilize the money in "Fund 428" the "Traffic Education Fund" and budgeted police training funds to facilitate this deployment.



Memorandum

To: Mayor Hansen and Members of the City Council

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

Date: June 13, 2018

Subject: Torg Brewery SAC/WAC Deferral

Torg Brewery, LLC has filed an application with the City to defer the SAC and WAC fees associated with the repurposing of the property located at 8421 University Avenue NE for a brewery and tap room business.

The City Council approved entering into the Master SAC Deferral Agreement with the Metropolitan Council to defer the Sewer Availability Charges (SAC) owed to MCES. The City Council also implemented a similar program to defer payment of the City's Water Availability Charges (WAC).

Metropolitan Council Environmental Services (MCES) determined that the new use will result in 10 new local SAC units. The City has determined that the new use will result in 10 new local WAC units.

The MCES charges from the project are \$24,850 for SAC. The City charges are \$10,500 for WAC and \$850 for Local SAC.

The deferral program requires the property owner to pay 20% of the charges upfront and to defer the remaining 80% of the charges over a period of 10 years at an interest rate as determined by MCES policy.

Staff has drafted an agreement between Torg Brewery, LLC, building owner Gordon Lee Properties, LLC and the City outlining the arrangement. If the owner is in default, the owner defaults the right to appeal the City's assessment of the unpaid balance against the property. If the business ceases operation before the 10 year period is up, there will be no further charges upon notification to MCES.

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

SAC, WAC AND LOCAL SAC DEFERRAL AGREEMENT

AGREEMENT made as of _____, 2018, by, between and among, Torg Brewery, LLC, (“Developer”), Gordon Lee Properties, LLC (“Landowner”) and the City of Spring Lake Park, a Minnesota municipal corporation (“City”), (collectively the “parties”) .

RECITALS

1. Developer plans to remodel or expand a structure for the proposes of establishing a new brewery and tap room business (“The Project”) on property located at 8421 University Avenue NE in the City of Spring Lake Park, Minnesota, and legally described on the attached Exhibit “A” (“Subject Property”); and
2. The Metropolitan Council Environment Services (MCES) has determined that the Project will result in 10 new Sewer Availability Charge (SAC) Units; and
3. The MCES charges due to the Project are \$24,850.
4. The City has determined that the Project will result in 10 new Local Sewer Availability Charge (Local SAC) Units and 10 new Water Availability Charge (WAC) Units.
5. The City charges due to the Project are \$10,500 (WAC) and \$850 (Local SAC).
6. City has entered into a Master SAC Deferral Agreement with the Metropolitan Council whereby the payment of certain Metropolitan Sewer Availability Charges may be deferred (“SAC Deferral Agreement”). A copy of the SAC Deferral Agreement is attached hereto as Exhibit “B”.
7. City policy allows the City WAC units to be deferred in the same manner as the SAC units spelled out in the SAC Deferral Agreement.
8. City agrees to defer payment of the SAC, WAC and Local SAC Charges which are the result of the Project, subject to compliance with the terms and conditions of this Agreement.

NOW THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. **CONTRACT DOCUMENTS.** The following documents shall be referred to as the “Contract Documents,” all of which shall be taken together as a whole as the contract between the parties as if they were set out verbatim and in full herein:
 - a. This Agreement.
 - b. Master SAC Deferral Agreement, Exhibit “B”
2. **SAC, WAC and LOCAL SAC PAYMENT SCHEDULE.** Within five days of full execution of this Agreement, Developer shall pay the City twenty percent (20%) of the SAC, WAC and Local SAC charges resulting from the Project, which is \$7,240.00. The balance of the SAC, WAC and Local SAC charges, which is \$28,960.00, shall be paid over ten years to the City, commencing October 1, 2018, in equal quarterly installments of \$724.00 per quarter, plus interest on the entire unpaid balance at a rate determined by the Metropolitan Council. The City will bill the Developer quarterly for the required quarterly installments and all payments are due within thirty (30) days of invoicing.
3. **SPECIAL ASSESSMENTS.** If any of the required SAC, WAC and Local SAC Charge payments are not paid when due, the City may specially assess the unpaid balance of the SAC, WAC and Local SAC Charges against the Subject Property. The assessment shall be spread without deferment over a one (1) year period, together with the same interest rate as set forth in paragraph 2 of this Agreement per year on the unpaid balance. Landowner, its successors and assigns, unconditionally waives any and all procedural and substantive objections to the special assessment, including but not limited to hearing requirements and any claim that the assessment exceeds the benefit to the Subject Property. Landowner, its successors and assigns, hereby waives any appeal rights otherwise available pursuant to Minn. Stat. §429.081.
4. **BUSINESS CEASES OPERATION.** If the business on the Subject Property ceases operations or moves from the Subject Property and the Subject Property does not require the incremental wastewater capacity represented by the SAC and Local SAC deferral or the water capacity represented by the WAC deferral, Landowner shall notify the City of Landowner’s desire to cease use of the entire incremental capacity added as a result of the Project and no further payments will be due after the City certifies to the Metropolitan Council that the incremental capacity is no longer needed. All SAC, Local SAC and WAC payments on the deferral amount that were due prior to the notice to the Metropolitan Council must be paid in full. Partial quarters shall be prorated.
5. **BINDING EFFECT; RECORDING.** This Agreement shall run with the land and shall be binding upon the Landowner and the Landowner’s successors and assigns. This Agreement shall be recorded against the title to the Subject Property.
6. **WAIVER.** If any party waives any breach of this Agreement by the other, such waiver shall not constitute a waiver of any other or any succeeding breach of this Agreement by any party, whether of the same or any other covenant, condition or obligation.

7. **GOVERNING LAW, VENUE.** The laws of the State of Minnesota govern the interpretation of this Agreement. Any action to enforce the rights or obligations contained within shall be brought in Anoka County.
8. **SEVERABILITY.** If any provision, term or condition of this Agreement is found to be or becomes unenforceable or invalid, it shall not affect the remaining provisions, terms, and conditions of this Agreement, unless such invalid or unenforceable provision, term, or condition renders this Agreement impossible to perform. Such remaining terms and conditions of the Agreement shall continue in full force and effect and shall continue to operate as the parties' entire agreement.
9. **ENTIRE AGREEMENT.** This Agreement represents the entire agreement of the parties and is a final, complete, and all-inclusive statement of the terms thereof, and supersedes and terminates any prior agreement(s), understandings, or written or verbal representations made between the parties with respect thereto.

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto as of the day and year first written above.

[Signatures on pages to follow.]

DEVELOPER:

Torg Brewery, LLC

By: _____
Deborah Torgersen

Its: Manager

STATE OF MINNESOTA)
 (ss.

COUNTY OF HENNEPIN)

The foregoing instrument was acknowledged before me this _____ day of _____,
20____, by Deborah Torgersen, the Manager of Torg Brewery, LLC, a Minnesota limited liability
company on behalf of the company.

Notary Public

LANDOWNER:

Gordon Lee Properties, LLC

By: _____
David B. VanBenschoten

Its: Manager

STATE OF MINNESOTA)
 (ss.

COUNTY OF HENNEPIN)

The foregoing instrument was acknowledged before me this _____ day of _____,
20____, by David B. VanBenschoten, the Manager of Gordon Lee Properties, LLC, a Minnesota
limited liability company on behalf of the company.

Notary Public

CITY OF SPRING LAKE PARK

By: _____
Cindy Hansen, Mayor

By: _____
Daniel Buchholtz, City Clerk

STATE OF MINNESOTA)
 (ss.
COUNTY OF HENNEPIN)

The foregoing instrument was acknowledged before me this _____ day of _____, 20____, by Cindy Hansen and Daniel Buchholtz, respectively the Mayor and City Clerk of the City of Spring Lake Park, a Minnesota municipal corporation, on behalf of the corporation and pursuant to the authority granted by its City Council.

Notary Public

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

EXHIBIT A
PROPERTY DESCRIPTION

8421 UNIVERSITY AVENUE NE
PID # 02-30-24-21-0163

The south 130.00 feet of the following described parcel:

A tract of land in the Northwest Quarter of Section 2, Township 30, Range 24, Anoka County, Minnesota, described as follows:

Commencing at the Northeast corner of said Northwest Quarter and running thence West along the North line thereof a distance of 1,188.18 feet to the intersection with the East right-of-way line of State Trunk Highway 47 as presently established; thence South along said East right-of-way line a distance of 1,094.0 feet; thence East at right angles a distance of 30.0 feet to the actual point of beginning; thence continuing East a distance of 225.0 feet; thence South and parallel to said East right-of-way line a distance of 294.0 feet; thence West at right angles a distance of 225.0 feet; thence North and parallel to said East right-of-way line a distance of 294.0 feet to the actual point of beginning, Except the South 78.0 feet of the north 141.0 feet of the West 102.0 feet thereof, together with appurtenant easement(s) for ingress and egress purposes contained in Document No. 1986426.013.

EXHIBIT B
MASTER SAC DEFERRAL AGREEMENT

| | |
|---|---------------------|
| COMMUNITY: City of Spring Lake Park | No. 17M131-2 |
| COMMUNITY ADDRESS: 1301 81 st Avenue NE, Spring Lake Park, MN 55432 | |
| CONTACT PERSON: Daniel R. Buchholtz, Administrator, Clerk/Treasurer | |
| COMMUNITY-WIDE SAC DEFERRED AMOUNT: 80% | |
| COMMUNITY-WIDE SAC DEFERMENT PERIOD/TERM: 10 years | |
| PAYMENT MONTH(S): June and December | |

MASTER SAC DEFERRAL AGREEMENT

THIS MASTER SAC DEFERRAL AGREEMENT (“Agreement”) is entered into by and between the Metropolitan Council, a public corporation and political subdivision of the State of Minnesota, with business offices at 390 Robert Street North, Saint Paul, Minnesota 55101 (“Council”), and the local government unit identified above as the “Community.”

Recitals

1. The Council owns and operates the metropolitan disposal system. Under Minnesota Statutes section 473.517, subdivision 3, the costs of acquisition, betterment and debt service associated with the “reserve capacity” of the system must be allocated among and paid by the respective local government units in the metropolitan area through a sewer availability charge (“SAC”) for each new connection or increase in capacity demand to the metropolitan disposal system within each local government unit.
2. Individual property or business owners whose properties are either newly connected or increase capacity demand to the metropolitan disposal system do not pay SAC to the Council. However, local government units that pay SAC to the Council for new connections or increased capacity demands typically pass on those costs to property and business owners by assessing property and business owners a “Local SAC” which sometimes includes local add-on charges.
3. Minnesota Statutes section 473.517, subdivision 6 authorizes the Council to provide for the deferment of payment of all or part of the allocated costs which are allocated by the Council to a local government unit in any year pursuant to section 473.517, subdivision 3. The deferments are repayable at such time or times as the Council shall specify, with interest.
4. At its November 28, 2012 meeting, the Council adopted changes to its SAC program including a small business SAC deferral program. The changes became effective January 1, 2013. At its January 22, 2014 meeting, the Council adopted changes to the SAC deferral program that became effective immediately upon adoption.
5. The Council wants to encourage and help communities promote business development by deferring community SAC payment obligations pursuant to Minnesota Statutes section 473.517, subdivision 6, so participating communities may pass through to businesses the benefits of deferred SAC payments by the communities. The Council’s *Sewer Availability Charge Procedure Manual*

(January 2014) states that communities that want to participate in a SAC deferral program must execute a standard master SAC deferral agreement with the Council.

6. To obtain a deferment of a SAC payment obligation and provide assistance to businesses, communities will submit to the Council a signed master SAC deferral agreement. For the term of the master agreement, communities will have the option to note on their monthly SAC reporting, on forms as provided by the Council, the eligible SAC liabilities for which the communities are requesting a SAC payment deferment from the Council. For each such subject SAC liability the deferment will be effective as of the first day of the subsequent month (*e.g.*, for an April building permit that is reported for SAC in May, the deferment will be effective as of June 1).

7. In order to define the rights and obligations of the Community and the Council and the relevant SAC deferral arrangements, the Community and the Council agree as follows:

Article 1 - Definitions

1.1 Definition of Terms. Unless otherwise provided or indicated by the context, the terms defined in this article have the meanings given them in this article. Capitalized terms or phrases used in this Agreement have the meanings given them in the most recent version of the Council's *Sewer Availability Charge Procedure Manual* (the "*SAC Procedure Manual*").

- (a) **Community.** "Community" means a "Community" or "Customer Community" as those terms are defined in the *SAC Procedure Manual*.
- (b) **Determination.** "Determination" has the meaning ascribed to that term in the *SAC Procedure Manual*.
- (c) **Regional Portion of Local SAC.** The "Regional Portion of Local SAC" means that portion of the Community's SAC payment obligations to the Council that the Community passed on to properties within the Community's jurisdiction and does not include any local add-on charges.
- (d) **SAC Deferred Amount.** "SAC Deferred Amount" means the amount of the Community's SAC obligation under Minnesota Statutes section 473.517, subdivision 3 that has been deferred pursuant to Minnesota Statutes section 473.517, subdivision 6 and the terms and conditions of this Agreement.
- (e) **Business.** "Business" means a property or business for which the aggregate SAC Determination results in a liability of twenty-five (25) SAC units or less, before application of any Credits available on the Site. Business does not include *any type* of "Residential Property" or "Publicly Assisted Housing" as those terms are defined in the *SAC Procedure Manual*; nor does it include motels, hotels, camps, nursing homes, senior housing or prisons. Business includes "Commercial Properties," as that term is defined in the *SAC Procedure Manual*, but only when the aggregate SAC Determination for a Commercial Property is twenty-five (25) SAC units or less, before any applicable Credits.

Article 2 – SAC Deferred Amount; Interest; Payments

2.1 SAC Deferred Amount. Subject to the terms and conditions of this Agreement and applicable law, the Council will allow the Community to defer payment on the Community's SAC obligations for Business properties within the Community's jurisdiction in an amount not to exceed eighty percent (80%) of the SAC due for the properties that are either newly connected or increase capacity demand to the metropolitan disposal system. The percentage by which the Community elects to defer payment on the Community's SAC obligations must be applied on a community-wide basis to all participating Businesses within the Community's jurisdiction. The "Community-Wide SAC Deferred Amount" is stated as a percentage on Page 1 of this Agreement. The deferment is available only to properties for which the aggregate Determination is twenty-five (25) SAC units or less. In each instance in which the Community exercises this deferment option, the SAC amount that is not deferred is due and payable at the time the SAC liability is incurred by the Community. Payments on the non-deferred amounts are due with the regular SAC reporting to the Council, pursuant to the *SAC Procedure Manual*. The deferred SAC liability begins accruing interest on the first day following the regular SAC reporting.

2.2 Interest. Annually at each calendar year-end, the Council will determine the average rate on its wastewater bonds, pursuant to Minnesota Statutes section 473.517, subdivision 6. All new SAC deferments during the following calendar year will be subject to that interest rate, but that interest rate will be fixed for the duration of the deferment period for each deferral originated in that calendar year. Interest on unpaid SAC Deferred Amount balances will be computed in whole months, however, payments to the Council can be annual.

2.3 Payments. When the Council invoices the Community for payments on its SAC Deferred Amount, the Council will provide the Community with a payment schedule that amortizes the SAC Deferred Amount and interest on that deferred amount over the term of the deferment period. The Community's payment schedule will list the Business properties for which the Community elected to defer payments on the Community's SAC obligations to the Council. The Community will make payments to the Council at least annually. The Community may elect to make payments semi-annually or more frequently to correspond with the Community's Local SAC collections, assessments or other payments from Businesses, but the same payment schedule must apply to all Community SAC Deferred Amounts. The month(s) the Community elected to make its SAC payments to the Council under the payment schedule are identified on Page 1 of this Agreement as the "Payment Month(s)." The Community may repay or prepay the Council the unpaid balance of a SAC Deferred Amount at any time prior to the end of the deferment period. Any repayment or prepayment made by the Community shall be without penalty to the Community. The Community's payment schedule will be recalculated during the term of the deferment period to reflect: (a) repayments or prepayments by the Community; (b) the Community's election (if any) to discontinue making payments on its SAC Deferral Amount for a Site pursuant to Section 4.2(b); (c) any Community payments to the Council pursuant to Section 4.1(b); or (d) the addition of new Business properties for which the Community elects to defer payment on the Community's SAC obligations to the Council.

2.4 Local SAC Payments from Businesses. Subject to the limitation stated in Sections 3.2 and 4.1, the Community may enter into a payment or other agreement with each Business for payment of Local SAC to the Community on terms and conditions agreed to by the Community and the Business. Except as described in Section 4.2, failure of a Business to make its Local SAC payments to the Community or the Community's failure (or choice) not to assess or collect Local SAC from a

Business shall not relieve the Community of its obligation to pay the Council any unpaid SAC Deferred Amount, plus interest, or otherwise meet its SAC payment obligations under Minnesota Statutes section 473.517, subdivision 6 or other law.

Article 3 - Term of Deferments

3.1 Term of Agreement. Unless otherwise terminated pursuant to this Agreement, this Agreement shall remain in force and effect until the term of the last deferment period expires for Business properties listed on the Community's payment schedule. The Council reserves the right to cancel, suspend or modify its SAC deferral program at any time and for any reason upon thirty (30) calendar days written notice to the Community. If the Council cancels, suspends or modifies its SAC deferral program it will honor all existing SAC deferrals which the Community elected to make under this Agreement prior to the cancellation, suspension or modification. The Community is responsible for giving timely notice to the Community's participating Businesses or prospective participant Businesses of any cancellation, suspension or modification of the Council's SAC deferral program that may affect the Community's local SAC deferral program.

3.2 Term of Deferment. The Community elects the term of the SAC deferments between the Council and the Community, but the maximum term of a Community's SAC deferment shall not exceed ten (10) years. The Community may have only one SAC deferment period and must have the same SAC deferment period for all Business properties covered by this Agreement. The Community's "Community-Wide SAC Deferment Period" is identified on Page 1 of this Agreement.

Article 4 – Local SAC Deferrals

4.1 Local Terms and Conditions. The Community will be responsible for identifying property and business owners that qualify for the Community's SAC deferral program pursuant to any Community terms or conditions. The Council will disapprove a Community deferment request only if a property or business owner does not qualify as a Business as defined in this Agreement. Because the Council's SAC deferral program is intended to benefit Businesses, the Community must administer its local SAC deferral program in a revenue-neutral manner. The Community agrees its SAC payments to the Council will not be less than the Regional Portion of Local SAC payments the Community receives from participating Businesses.

- (a) **Local Deferment Period.** The Community agrees it will not allow a Business a less generous deferment period (*i.e.*, a shorter deferment period) for payment of the Regional Portion of Local SAC than the term of the Community's Community-Wide Deferment Period. This Agreement is not intended to govern the payment or deferment of any local add-on charges by the Community (if any) for Business properties.
- (b) **Local Deferred Amount.** The Regional Portion of Local SAC deferred by the Community for a Business's benefit shall not be less than the Community's SAC Deferred Amount. If a Business elects to prepay the Community some or all of the Regional Portion of Local SAC deferred by the Community, the Community must make a like payment to the Council to cover the Community's SAC obligations to the Council for the Business property. If a Business elects to prepay some of the Regional Portion of Local SAC deferred by the Community the Council will recalculate the Community's payment schedule.

4.2 Unpaid Local SAC. If a Business ceases operations or moves from the Site and does not require the incremental wastewater capacity represented by the SAC deferral, the Community may exercise one of the following two options:

- (a) ***Continue SAC Payments.*** The Community may continue to make its payments to the Council under the payment schedule. If the Community elects this option it will accrue SAC Credits for the Site in accordance with the SAC Credit provisions of the *SAC Procedure Manual*.
- (b) ***Discontinue SAC Payments.*** The Community may discontinue making its payments to the Council on the Community's SAC Deferral Amount for the Site. The Community must notify the Council if the Community elects this option and it must certify to the Council that the incremental capacity no longer is needed at the Site. The Community is responsible for making all SAC payments on the SAC Deferral Amount that were due prior to the notice. The Site will not be credited with the portion of the wastewater capacity not paid (for future SAC Determinations), but will receive Credit for actual SAC paid (including partial units). No Community SAC deferral payments to the Council will be refunded. Net Credits will be available to the Community for Community-Wide Credits only if a new SAC Determination establishes a permanent reduction of capacity demand.

4.3 Late Community Payments. If the Community makes a late SAC deferral payment to the Council, an additional administrative charge of two percent (2%) of the unpaid balance of the SAC Deferred Amount per month (or such higher interest rate allowable under law) will be applied.

Article 5 - Notices

5.1 Written Notices. Any notice, request, demand and other correspondence required by or made in accordance with this Agreement shall be in writing and delivered:

To the Council: Metropolitan Council
 Attn: MCES Finance Director
 390 Robert Street North
 Saint Paul, Minnesota 55101-1806

To the Community: The Community's "Contract Person" identified on Page 1
 At the "Community Address" identified on Page 1

5.2 Notice Delivery. Any notices or other correspondence shall be deemed to have been received: (a) three (3) calendar days after the date on the notice if the notice is sent by U.S. Mail; or (b) the next business day from the date on the notice if the notice is sent by facsimile or by e-mail.

Article 6 - Defaulting Liabilities

6.1 Liability. To the extent permitted or authorized by law, the Community will hold the Council harmless and indemnify the Council against any actions, charges, claims, costs, damages, demands, expenses, liabilities, losses and proceedings which the Council may suffer or be subject to as a result of any default by a Business or the Community of the Community's SAC payment obligations under this Agreement or under applicable law. A Business's failure to pay Local SAC shall not relieve the Community of its obligation to pay the Community's SAC obligations to the

Council. Nothing in this Agreement shall be interpreted as a waiver of any liability limitations or immunities granted to the Council and the Community by Minnesota Statutes chapter 466 or by other applicable state or federal law.

6.2 Survival of Terms. Notwithstanding any other provision of this Agreement, the validity of this Article and the Community's obligation to pay its SAC obligations shall survive the expiration or termination of this Agreement.

Article 7 - Miscellaneous

7.1 Dispute Resolution. Any dispute arising under this Agreement shall be settled through consultations between the Council's and the Community's representatives. If an agreement regarding a dispute cannot be reached within thirty (30) days upon notice of a dispute from the Council or the Community, either party is then entitled to bring such dispute before the courts of this state or take such action as otherwise allowed by law.

7.2 Exercise of Rights. Any rights, powers and remedies granted to the Council and the Community by this Agreement shall not preclude or limit any other rights, powers and remedies available to the Council or the Community in accordance with law and other provisions of this Agreement. The exercise of any rights, powers and remedies by the Council or the Community shall not preclude the Council or the Community from exercising any other rights, powers and remedies available to the Council or the Community. No failure or delay by the Council or the Community to exercise any of their respective rights, powers and remedies under this Agreement or in accordance with applicable laws shall be construed as a waiver of such rights, powers, and remedies. The waiver of any right, power or remedy, in whole or in part, shall not preclude the Council or the Community from exercising any of their other respective rights, powers or remedies.

7.3 Severability of Provisions. Each provision in this Agreement shall be severable from and independent of the other provisions. If one or more provisions are held to be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions of this Agreement shall not be affected and shall remain in force and effect.

7.4 Amendments and modifications. Any amendments or modifications to this Agreement shall be in writing and shall become effective only upon execution of the amendment by the Council's and the Community's authorized representatives.

7.5 Assignment. The Community shall not assign any of its rights or obligations under this Agreement to any third party, even if the Site which was the subject of the SAC liability is removed from the jurisdiction of the Community. The Community may not barter, trade, sell or otherwise treat any SAC payment obligation deferments or SAC Credits as a commodity and the Council will not honor any agreements between the Community and any third parties that purport to barter, trade, sell or otherwise treat any SAC payment obligation deferments or SAC Credits as a commodity.

7.6 Successors. This Agreement shall be binding on the legal successors of the Council and the Community, whether by operation of law or otherwise.

7.7 Warranty of Legal Capacity. The individuals signing this Agreement on behalf of the Community and the Council represent and warrant on the Community's and the Council's behalf respectively that the individuals are duly authorized to execute this Agreement on the Community's

and the Council's behalf respectively and that this Agreement constitutes the Community's and the Council's valid, binding and enforceable agreement.

IN WITNESS WHEREOF, the Community and the Council have caused this Agreement to be executed by their duly authorized representatives. This Agreement is effective on the date of final execution by the Council.

COMMUNITY

By: *Cindy Hansen*

Print Name: Cindy Hansen

Title: Mayor

Date: 6/7/17

By: *Daniel R. Buchholtz*

Print Name: Daniel R. Buchholtz

Title: Administrator, Clerk/Treasurer

Date: 6/8/17

METROPOLITAN COUNCIL

By: *Ned Smith*

Print Name: Ned Smith

Title: Director, Finance & Revenue

Date: 6/26/17

Memorandum

To: Mayor and City Council
From: Marian Rygwall
Date: June 14, 2018
Re: Triangle Park Lighting

Scheduled park improvements at Triangle Park continue making progress. The sidewalk expansion has been completed and was paid for by Dominion. As per the construction agreement, Dominion will also be paying for four of the ten light poles that will be installed to provide sidewalk lighting in the park. The Parks & Recreation Commission has reviewed the various pole and luminary options and made their recommendation. I have attached the lighting plan and recommended lighting for your review.

We are now at the point of scheduling the lighting installation. I will have the cost estimates for you at the council meeting. Installation cost will be taken from the Park Acquisition & Improvement Fund.



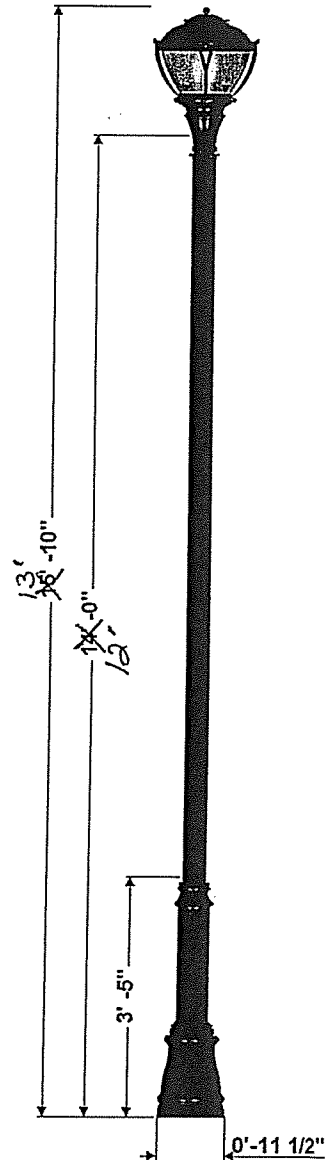
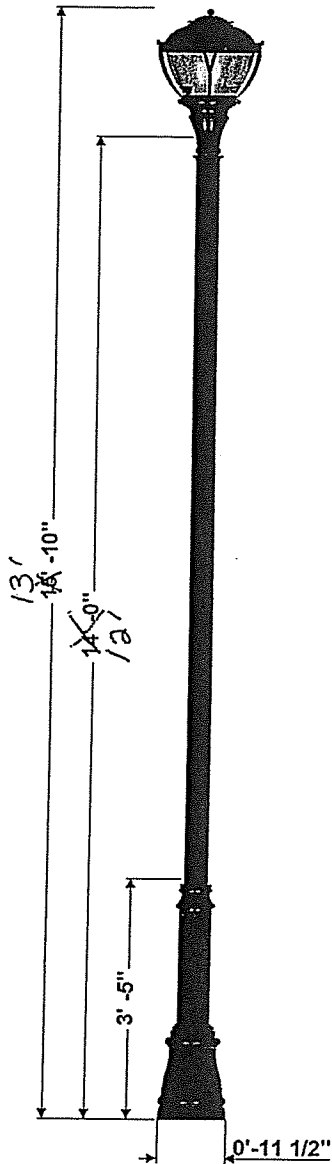


SternbergLighting

ESTABLISHED 1923 / EMPLOYEE OWNED

555 Lawrence Avenue | Roselle, IL 60172 | p 847.588.3400 | www.sternberglighting.com

CONCEPTUAL ASSEMBLY DRAWING, SUBJECT TO ENGINEERING VERIFICATION BY THE FACTORY



Catalog Number: PT-A14LED-5P-4L30T5-MDL05-A / 3914P4-125 / BKT

Job Name:

Customer Signature:

Drawing #22144

Job Location:

Date:

2018/04/26

2 of 2



City of Spring Lake Park
Engineer's Project Status Report

To: Council Members and Staff
From: Phil Gravel

Re: **Status Report for 6.18.18 Meeting**
File No.: R-18GEN

Note: Updated information is shown in *italics*.

MS4 Permit (193802936).

Annual Report process has started (Annual report due June 30th). The Annual Public Meeting will be held on June 18th. Required Annual Training will be completed in the fall.

Surface Water Management Plan (193803949).

Detailed storm water modeling has been completed. We are currently using the storm water model to evaluate proposed conditions to see what can be done to reduce flooding in these areas. A summary report will be presented later this summer with the updated LSWMP.

2017 Sanitary Sewer Lining Project (193803782).

This project included sanitary sewer lining in the neighborhood east of Able Street and north of 81st Avenue. The Contractor was Visu-Sewer. Terry Randall is working on one-year televising and follow-up items.

2018 Sanitary Sewer Lining Project (193804547).

This project includes sewer lining in the northeast area of the city. *Construction Contracts are being reviewed and a Preconstruction Conference is being scheduled.*

2017-2018 Street Seal Coat Project (193803783).

This 2-year project includes street maintenance in the neighborhood north of 81st Ave. and west of Monroe St. (2017) and in the neighborhood east of Monroe St., south of 81st St. and west of TH 65 (2018). Terry Randall will coordinate 2018 work this summer. *The contractor has completed the crack filling work. Seal coat placement will take place in the next 2-4 weeks. Resident information is on the city's website.*

Wells 4 and 5 (193804554): *Beginning preparation of plans and specifications.* The timeline for rehabilitating the wells will be late summer for Well 4 and autumn for Well 5.

Water Supply Plan: Terry Randall, Nancy Kelm, and Mark Janovec from Stantec worked together to compile additional information requested from the Minnesota Department of Natural Resources (DNR) for the city's Water Supply Plan. *DNR and City Council have approved the plan.*

Wellhead Protection Plan: Well survey responses have been reviewed and compiled. The results of the survey, along with other wellhead protection activities in the past two years, will be included in a Plan Evaluation Report which will be provided to the Minnesota Department of Health (MDH). *A letter requesting the 10-year extension to the Plan has been sent to MDH.*

Buchanan Street Parking Lot: Staff is working on the idea of possibly construction a small parking lot on the city owned lot on Buchanan Street south of 81st Avenue. A cost estimate has been prepared. The Administrator will discuss options with the commercial property on Buchanan. Quotes are being obtained.

Bituminous Trail Maintenance: Terry and Dan have been discussing ongoing bituminous trail maintenance for the trail on Osborne and Central Avenue. *Construction quotes are being obtained. The results may be reported on June 18th.*

Anoka County 2018 Paving Project: Anoka County will be completing a mill and overlay of County Road 10 a short distance each side of the Highway 65 bridge this summer. The County does not have a dedicated webpage for the overlay program. However, the following webpage will have weekly updates on the overlay projects:
<http://www.anokacounty.us/1578/Construction-Weekly>

The County's construction and detours map is kept up to date with projects on roads.
<http://gis.anokacountymn.gov/highway/>

Terry Randall attended the Preconstruction Conference for the project on June 4th.

Cellular Antenna Installations on Water Towers:

- **T-Mobile on Able Street tower.** Final construction acceptance letter was sent on May 2, 2018. This project can be closed out once final invoices clear.
- **Verizon on Arthur Street tower.** This is a new installation. *Final comments on the Construction Drawings were sent to the applicant on April 24th (CDs are approved). Lease issues are still being discussed.*
- **AT&T on Arthur Street tower.** This is a replacement/modification project. *Initial comments on the Construction Drawings were sent to the applicant on May 22nd. Revised CDs have been submitted and are being reviewed. Lease is being reviewed.*

Other issues/projects.

Dominium Project. A site walkthrough inspection will be completed this month the review remaining site improvement work.

Hy-Vee Project. No news.

Public Storage Project. *Plat information has been submitted.*

Interstate Plaza Project (7700 Hwy 65 NE). No news.

...

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

CORRESPONDENCE



PROTECTING, MAINTAINING & IMPROVING THE HEALTH OF ALL MINNESOTANS

June 1, 2018

Spring Lake Park City Council
c/o Mr. Dan Buchholtz, Administrator
Spring Lake Park City Hall
1301 81st Avenue NE
Spring Lake Park, Minnesota 55432

Dear Council Members:

SUBJECT: **NOTICE OF VIOLATION** -- Combined Radium 226+228 Maximum Contaminant Level Exceedance, Spring Lake Park, Anoka County, PWSID 1020029

Enclosed are the results of the most recent radiochemical samples collected from your public water system in accordance with Minnesota Rules, Chapter 4720 and the Safe Drinking Water Act.

Quarterly monitoring for radiochemicals was being conducted on your water system to determine if your system meets the maximum contaminant level (MCL) for gross alpha and combined radium 226+228. Samples were collected by your water system quarterly. The annual average of results has exceeded the MCL for combined radium 226+228. Your public water system is required to notify the public of the MCL exceedance and take corrective action. The following is a summary of the results:

Sampling Site: Arthur Street Treatment Plant

Contaminant: **Combined Radium (-226 & -228)**

MCL: 5.4 pCi/L

| <u>Date Collected</u> | <u>Results</u> | <u>Units</u> | <u>Sample#</u> | <u>Annual Average</u> |
|-----------------------|----------------|--------------|----------------|-----------------------|
| 02/01/2018 | 6.70 | pCi/L | 18B0051-01 | 6.0 |
| 12/20/2017 | 8.00 | pCi/L | 17L0774-01 | 4.9 |
| 09/18/2017 | 5.10 | pCi/L | 17I0773-01 | 4.1 |
| 05/01/2017 | 4.30 | pCi/L | 17E0039-02 | 3.8 |

Contaminant: **Gross Alpha in Water**

MCL: 15.4 pCi/L

| <u>Date Collected</u> | <u>Results</u> | <u>Units</u> | <u>Sample#</u> | <u>Annual Average</u> |
|-----------------------|----------------|--------------|----------------|-----------------------|
| 02/01/2018 | 15.00 | pCi/L | 18B0051-01 | 10.8 |
| 12/20/2017 | 12.00 | pCi/L | 17L0774-01 | 8.9 |
| 09/18/2017 | 8.70 | pCi/L | 17I0773-01 | 7.4 |
| 05/01/2017 | 7.30 | pCi/L | 17E0039-02 | 7.0 |

Your system is not required to continue sampling quarterly while you are out of compliance. However, you are **required to post public notice to keep your customers informed of the exceedance, each quarter (every 3 months)**, that your system remains out of compliance.

A sample public notice is enclosed. Within 30 days, this notice or one containing similar information must be provided to the persons served by your water system by one of the following methods: 1) published in the local newspaper, 2) direct mail to every residence, or 3) hand delivered to every residence served by your water system. A copy of the public notice and the enclosed certification form verifying delivery of the notice from the person responsible for your water system must be submitted to Cindy Swanson at this office within 10 days of distribution.

We recommend that your public water system study the alternatives available for reducing the levels of combined radium to acceptable levels. A consulting engineering firm may be needed to assist in this study.

Your public water system is also required to submit a detailed plan of action and timetable to the MDH **within the next 45 days**. The action plan must include adequate measures to bring your water system into compliance with the MCL criteria which may include infrastructure improvements.

Community water supplies may be eligible for below-market-rate loans to plan, design and construct improvements to treatment, storage and distribution systems through the Drinking Water Revolving Loan Fund (DWRF). Priority use of this fund is given to projects that are necessary to correct MCL violations.

This report should be placed in your records and a copy maintained on or near the water system premises and available for public inspection for not less than ten (10) years. Please contact Anna Schliep at 651/201-4667 or email anna.schliep@state.mn.us to schedule a meeting to draft the plan of action and discuss the forthcoming Compliance Agreement.

Sincerely,



Karla R. Peterson, P.E., Supervisor
Community Public Water Supply Unit
Environmental Health Division
P.O. Box 64975
St. Paul, Minnesota 55164-0975

KRP:bs

Enclosure

cc: Water Superintendent

Brian A. Noma, MDH St. Paul District Office



Final Report

Minnesota Department of Health
Public Health Laboratory
Environmental Laboratory Section
601 Robert St. N., P.O. Box 64899
St. Paul, MN 55164-0899
651-201-5300

PWSID: 1020029
System Name: Spring Lake Park
City: Spring Lake Park

Program Code: HC

Type: I

Date Received: 02/01/18 13:30
Rep. Temp. (°C): 11.8

Collector Name: Ken Prokott
Collector ID: None

MDH Sample Number: 18B0051-01

Location ID: E05
Sampling Point: Arthur Treatment Plant

Collect Date: 02/01/18
Collect Time: 12:30
Matrix: Drinking Water

Field Residual Chlorine Result: None
Field Fluoride Result: None
Field pH Result: None
Field PO4 Result: None

Results were produced by the Minnesota Department of Health, except where noted.

Metal Parameters

| Analyte | Result | Reporting Limit | Counting Uncertainty | Units | Batch | Prepared | Analyzed | Init. | Method | Qualifiers |
|---------|--------|-----------------|----------------------|-------|---------|----------------|----------------|-------|-----------|------------|
| Uranium | <0.67 | 0.67 | | pCi/L | B8D0006 | 04/02/18 11:36 | 04/03/18 12:56 | RCC | EPA 200.8 | F7 |

Radiochemical Parameters

| Analyte | Result | Reporting Limit | Counting Uncertainty | Units | Batch | Prepared | Analyzed | Init. | Method | Qualifiers |
|------------|--------|-----------------|----------------------|-------|---------|----------------|----------------|-------|-----------------|------------|
| Radium-226 | 3.6 | 1.0 | 0.4256 | pCi/L | B8B0101 | 02/07/18 11:52 | 03/08/18 00:00 | SAP | EPA 903.0/904.0 | F7 |
| Radium-228 | 3.1 | 1.1 | 0.9978 | pCi/L | B8B0101 | 02/07/18 11:52 | 02/15/18 17:48 | SAP | EPA 903.0/904.0 | F7 |

MDH Sample Number: 18B0051-01RE1

Location ID: E05
Sampling Point: Arthur Treatment Plant

Collect Date: 02/01/18
Collect Time: 12:30
Matrix: Drinking Water

Field Residual Chlorine Result: None
Field Fluoride Result: None
Field pH Result: None
Field PO4 Result: None

Results were produced by the Minnesota Department of Health, except where noted.

Radiochemical Parameters

| Analyte | Result | Reporting Limit | Counting Uncertainty | Units | Batch | Prepared | Analyzed | Init. | Method | Qualifiers |
|-------------|--------|-----------------|----------------------|-------|---------|----------------|----------------|-------|-----------|------------|
| Gross Alpha | 15 | 3.0 | 4.0432 | pCi/L | B8C0068 | 03/06/18 14:15 | 03/16/18 00:00 | JJF | EPA 900.0 | F7, MC |

FINAL REPORT

Report ID: 04042018141834

Generated: 4/4/2018 2:18:34PM

Authorized by:

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Paul Moyer, Environmental Laboratory Manager
Public Health Laboratory, Minnesota Department of Health



Final Report

Minnesota Department of Health
Public Health Laboratory
Environmental Laboratory Section
601 Robert St. N., P.O. Box 64899
St. Paul, MN 55164-0899
651-201-5300

PWSID: 1020029

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Batch B8D0006 - EPA 200 Series Prep

Blank (B8D0006-BLK1)

Prepared: 04/02/18 11:36 Analyzed: 04/03/18 12:43

| Analyte | Result | Reporting Limit | Units | Spike Level | Source Result | %REC | %REC Limits | RPD | RPD Limit | Init. | Qualifiers |
|---------|--------|-----------------|-------|-------------|---------------|------|-------------|-----|-----------|-------|------------|
| Uranium | < | 0.67 | pCi/L | | | | | | | RCC | |

LCS (B8D0006-BS1)

Prepared: 04/02/18 11:36 Analyzed: 04/03/18 12:46

| Analyte | Result | Reporting Limit | Units | Spike Level | Source Result | %REC | %REC Limits | RPD | RPD Limit | Init. | Qualifiers |
|---------|--------|-----------------|-------|-------------|---------------|------|-------------|-----|-----------|-------|------------|
| Uranium | 3.33 | | pCi/L | 3.35 | | 99 | 85-115 | | | RCC | |

Duplicate (B8D0006-DUP1)

Source: 18A1166-01

Prepared: 04/02/18 11:36 Analyzed: 04/03/18 12:51

| Analyte | Result | Reporting Limit | Units | Spike Level | Source Result | %REC | %REC Limits | RPD | RPD Limit | Init. | Qualifiers |
|---------|--------|-----------------|-------|-------------|---------------|------|-------------|-----|-----------|-------|------------|
| Uranium | 2.78 | 0.67 | pCi/L | | 2.87 | | | 3 | 20 | RCC | |

Matrix Spike (B8D0006-MS1)

Source: 18A1166-01

Prepared: 04/02/18 11:36 Analyzed: 04/03/18 12:53

| Analyte | Result | Reporting Limit | Units | Spike Level | Source Result | %REC | %REC Limits | RPD | RPD Limit | Init. | Qualifiers |
|---------|--------|-----------------|-------|-------------|---------------|------|-------------|-----|-----------|-------|------------|
| Uranium | 6.33 | | pCi/L | 3.35 | | 103 | 85-115 | | | RCC | |

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601 Robert St. N., P.O. Box 64899
St. Paul, MN 55164-0899
651-201-5300

PWSID: 1020029

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Batch B8B0101 - Radiochemistry Ra-226 Ra-228 Prep

Blank (B8B0101-BLK1)

Prepared: 02/07/18 11:52 Analyzed: 03/08/18 00:00

| Analyte | Result | Reporting Limit | Units | Spike Level | Source Result | %REC | %REC Limits | RPD | RPD Limit | Init. | Qualifiers |
|------------|--------|-----------------|-------|-------------|---------------|------|-------------|-----|-----------|-------|------------|
| Radium-226 | < | 1.0 | pCi/L | | | | | | | SAP | |
| Radium-228 | < | 1.0 | pCi/L | | | | | | | SAP | |

LCS (B8B0101-BS1)

Prepared: 02/07/18 11:52 Analyzed: 03/08/18 00:00

| Analyte | Result | Reporting Limit | Units | Spike Level | Source Result | %REC | %REC Limits | RPD | RPD Limit | Init. | Qualifiers |
|------------|--------|-----------------|-------|-------------|---------------|------|-------------|-----|-----------|-------|------------|
| Radium-226 | 10.0 | 1.0 | pCi/L | 10.13 | | 98 | 90-110 | | | SAP | |
| Radium-228 | 19.0 | 1.0 | pCi/L | 21.72 | | 88 | 80-120 | | | SAP | W6 |

LCS Dup (B8B0101-BSD1)

Prepared: 02/07/18 11:52 Analyzed: 03/08/18 00:00

| Analyte | Result | Reporting Limit | Units | Spike Level | Source Result | %REC | %REC Limits | RPD | RPD Limit | Init. | Qualifiers |
|------------|--------|-----------------|-------|-------------|---------------|------|-------------|-----|-----------|-------|------------|
| Radium-226 | 10.3 | 1.0 | pCi/L | 10.13 | | 102 | 90-110 | 3 | 20 | SAP | |
| Radium-228 | 24.4 | 1.0 | pCi/L | 21.72 | | 112 | 80-120 | 25 | 20 | SAP | W6 |

Duplicate (B8B0101-DUP1)

Source: 18A0454-01

Prepared: 02/07/18 11:52 Analyzed: 03/08/18 00:00

| Analyte | Result | Reporting Limit | Units | Spike Level | Source Result | %REC | %REC Limits | RPD | RPD Limit | Init. | Qualifiers |
|------------|--------|-----------------|-------|-------------|---------------|------|-------------|-----|-----------|-------|------------|
| Radium-226 | 0.08 | 1.0 | pCi/L | | < | | | 36 | 20 | SAP | WB |
| Radium-228 | 1.4 | 1.0 | pCi/L | | < | | | 176 | 20 | SAP | WB |

Matrix Spike (B8B0101-MS1)

Source: 18B0051-01

Prepared: 02/07/18 11:52 Analyzed: 03/08/18 00:00

| Analyte | Result | Reporting Limit | Units | Spike Level | Source Result | %REC | %REC Limits | RPD | RPD Limit | Init. | Qualifiers |
|------------|--------|-----------------|-------|-------------|---------------|------|-------------|-----|-----------|-------|------------|
| Radium-226 | 15.0 | 1.0 | pCi/L | 10.13 | 3.6 | 112 | 80-120 | | | SAP | |
| Radium-228 | 21.9 | 1.0 | pCi/L | 21.72 | 3.1 | 87 | 70-130 | | | SAP | |

Batch B8B0199 - Radiochemistry Alpha/Beta Prep

Blank (B8B0199-BLK1)

Prepared: 02/14/18 10:53 Analyzed: 02/22/18 00:00

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Public Health Laboratory, Minnesota Department of Health



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St. Paul, MN 55164-0899
651-201-5300

PWSID: 1020029

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Batch B8B0199 - Radiochemistry Alpha/Beta Prep

Blank (B8B0199-BLK1)

Prepared: 02/14/18 10:53 Analyzed: 02/22/18 00:00

| Analyte | Result | Reporting Limit | Units | Spike Level | Source Result | %REC | %REC Limits | RPD | RPD Limit | Init. | Qualifiers |
|-------------|--------|-----------------|-------|-------------|---------------|------|-------------|-----|-----------|-------|------------|
| Gross Alpha | < | 3.0 | pCi/L | | | | | | | JJF | |

LCS (B8B0199-BS1)

Prepared: 02/14/18 10:53 Analyzed: 02/22/18 00:00

| Analyte | Result | Reporting Limit | Units | Spike Level | Source Result | %REC | %REC Limits | RPD | RPD Limit | Init. | Qualifiers |
|-------------|--------|-----------------|-------|-------------|---------------|------|-------------|-----|-----------|-------|------------|
| Gross Alpha | 55.3 | 3.0 | pCi/L | 52.91 | | 105 | 80-120 | | | JJF | |

Matrix Spike (B8B0199-MS1)

Source: 18A0235-01

Prepared: 02/14/18 10:53 Analyzed: 02/22/18 00:00

| Analyte | Result | Reporting Limit | Units | Spike Level | Source Result | %REC | %REC Limits | RPD | RPD Limit | Init. | Qualifiers |
|-------------|--------|-----------------|-------|-------------|---------------|------|-------------|-----|-----------|-------|------------|
| Gross Alpha | 67.2 | 3.0 | pCi/L | 52.91 | < | 122 | 70-130 | | | JJF | |

Matrix Spike Dup (B8B0199-MSD1)

Source: 18A0235-01

Prepared: 02/14/18 10:53 Analyzed: 02/22/18 00:00

| Analyte | Result | Reporting Limit | Units | Spike Level | Source Result | %REC | %REC Limits | RPD | RPD Limit | Init. | Qualifiers |
|-------------|--------|-----------------|-------|-------------|---------------|------|-------------|-----|-----------|-------|------------|
| Gross Alpha | 56.4 | 3.0 | pCi/L | 52.91 | < | 101 | 70-130 | 17 | 20 | JJF | |

Batch B8C0068 - Radiochemistry Alpha/Beta Prep

Blank (B8C0068-BLK1)

Prepared: 03/06/18 14:15 Analyzed: 03/16/18 00:00

| Analyte | Result | Reporting Limit | Units | Spike Level | Source Result | %REC | %REC Limits | RPD | RPD Limit | Init. | Qualifiers |
|-------------|--------|-----------------|-------|-------------|---------------|------|-------------|-----|-----------|-------|------------|
| Gross Alpha | < | 3.0 | pCi/L | | | | | | | JJF | |

LCS (B8C0068-BS1)

Prepared: 03/06/18 14:15 Analyzed: 03/16/18 00:00

| Analyte | Result | Reporting Limit | Units | Spike Level | Source Result | %REC | %REC Limits | RPD | RPD Limit | Init. | Qualifiers |
|-------------|--------|-----------------|-------|-------------|---------------|------|-------------|-----|-----------|-------|------------|
| Gross Alpha | 63.2 | 3.0 | pCi/L | 52.91 | | 119 | 80-120 | | | JJF | |

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Paul Moyer, Environmental Laboratory Manager
Public Health Laboratory, Minnesota Department of Health



Final Report

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St. Paul, MN 55164-0899
651-201-5300

PWSID: 1020029

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Batch B8C0068 - Radiochemistry Alpha/Beta Prep

| | | | | | | | | | | | |
|--------------------------|--------|--------------------|-------|-------------|---|------|-------------|-----|-----------|-------|------------|
| Duplicate (B8C0068-DUP1) | | Source: 18A0725-01 | | | Prepared: 03/06/18 14:15 Analyzed: 03/16/18 00:00 | | | | | | |
| Analyte | Result | Reporting Limit | Units | Spike Level | Source Result | %REC | %REC Limits | RPD | RPD Limit | Init. | Qualifiers |
| Gross Alpha | < | 3.0 | pCi/L | | < | | | | 20 | JJF | |

| | | | | | | | | | | | |
|----------------------------|--------|--------------------|-------|-------------|---|------|-------------|-----|-----------|-------|------------|
| Matrix Spike (B8C0068-MS1) | | Source: 18A0743-01 | | | Prepared: 03/06/18 14:15 Analyzed: 03/16/18 00:00 | | | | | | |
| Analyte | Result | Reporting Limit | Units | Spike Level | Source Result | %REC | %REC Limits | RPD | RPD Limit | Init. | Qualifiers |
| Gross Alpha | 69.5 | 3.0 | pCi/L | 52.91 | < | 128 | 70-130 | | | JJF | |

| | | | | | | | | | | | |
|---------------------------------|--------|--------------------|-------|-------------|---|------|-------------|-----|-----------|-------|------------|
| Matrix Spike Dup (B8C0068-MSD1) | | Source: 18A0743-01 | | | Prepared: 03/06/18 14:15 Analyzed: 03/16/18 00:00 | | | | | | |
| Analyte | Result | Reporting Limit | Units | Spike Level | Source Result | %REC | %REC Limits | RPD | RPD Limit | Init. | Qualifiers |
| Gross Alpha | 64.4 | 3.0 | pCi/L | 52.91 | < | 118 | 70-130 | 8 | 20 | JJF | |

Data Qualifiers and Definitions

| | |
|----|---|
| F7 | Submission does not meet Laboratory Sample Acceptance Policy. See comments or additional qualifiers. |
| MC | Result greater than the MCL. |
| W6 | Laboratory control sample/laboratory control sample duplicate relative percent difference exceeded the laboratory acceptance limit. Recovery met acceptance criteria. |
| W8 | Sample/sample duplicate relative percent difference exceeded the laboratory acceptance limit. |
| WB | Relative percent difference exceeded the laboratory acceptance limit. Result less than 5 times the RL. |

Work Order Comments

No relinquished signature. Program Code is HC, Sample Type is I, No preservation, Matrix is Drinking Water, and Requested analyses are Ra 226 & 228, & Gross Alpha per lab form provided by B. Shafer. -CTS 02/02/18

FINAL REPORT

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Paul Moyer, Environmental Laboratory Manager
Public Health Laboratory, Minnesota Department of Health



June 7, 2018

Chief of Police Douglas Ebeltoft
Spring Lake Park Police Department

Dear Chief Ebeltoft -

Thank you for being one of the more than 5,000 Fight Crime: Invest in Kids members from across the country who are working to prevent crime and increase public safety by promoting solutions that steer kids away from crime and towards productive lives. As you know, the police chiefs, sheriffs, prosecutors and crime survivors that make up our membership are working hard to gain and defend investments in at-risk children.

For over 20 years, the efforts of our members who are your colleagues have helped to ensure that fewer kids head down a path of crime and that they are more likely to lead productive lives. Today, more at-risk kids have access to high-quality afterschool programs that can have short- and long-term academic and behavioral benefits, including reduced crime; more young parents have access to a professional parent coach through home visiting programs to give their children a safe and healthy start in life that can reduce child abuse and neglect; more young students will have a stronger start at school due to greater access to high quality pre-k and child care programs; and, more troubled kids have access to evidence-based interventions that can reduce recidivism.

Thanks to you, Fight Crime: Invest in Kids has generated shined a spotlight on programs and policies that research shows can work to reduce crime and steer kids towards productive lives by educating scores of opinion leaders and policymakers through testimony, briefings, press events, and meetings with lawmakers.

We are looking forward to continuing to work together in the future. Thank you for your continued support.

Sincerely,

Joshua Spaulding
National Director
Fight Crime: Invest in Kids

Please see your new Fight Crime: Invest in Kids membership card!

Keep it with you when you attend law enforcement association conferences and be sure to stop by our booth for a free member gift!



Membership Card

Douglas Ebeltoft
Chief of Police
Spring Lake Park Police Department

Member since 2010

"Protecting public safety by promoting solutions that steer kids away from crime"

The Fight Crime: Invest in Kids National Leadership Council* also welcomes you! Thank you for your dedication to promoting evidence-based solutions that steer kids towards success and create stronger safer communities.

Commonwealth Attorney Thomas Wine
Louisville (KY)
30th Judicial Circuit

Sheriff Travis Patten
Natchez (MS)
Adams County Sheriff's Office

Chief of Police Phillip Crowell
Auburn (ME)
Auburn Police Department

Chief of Police A. C. Roper (Ret.)
Birmingham (AL)
Birmingham Police Department

Chief of Police Steven Casstevens
Buffalo Grove (IL)
Buffalo Grove Police Department

County Attorney John Werden
Carroll (IA)
Carroll County Attorney's Office

Chief of Police Patty Patterson
Sumter (SC)
CSA Board of Directors

County Attorney James Backstrom
Hastings (MN)
Dakota County Attorney's Office

Sheriff Timothy Dunning
Omaha (NE)
Douglas County Sheriff's Office

Sheriff Andy "AJ" Louderback
Edna (TX)
Jackson County Sheriff's Office

Chief of Police David Moore
Janesville (WI)
Janesville Police Department

Chief of Police Kenneth Hohenberg
Kennewick (WA)
Kennewick Police Department

Chief of Police David Rausch
Knoxville (TN)
Knoxville Police Department

Chief of Police Patrick Flannelly
Lafayette (IN)
Lafayette Police Department

Chief of Police Theodore Smith
Lincoln (NH)
Lincoln Police Department

Prosecuting Attorney Julia Bates
Toledo (OH)
Lucas County Prosecutor's Office

Chief of Police Keith Glass
Monroe (GA)
Monroe Police Department

Assistant District Attorney Rene Fiechter
Mineola (NY)
Nassau County District Attorney's Office

Sheriff Gabriel Morgan
Newport News (VA)
Newport News Sheriff's Office

Chief of Police Keith Humphrey
Norman (OK)
Norman Police Department

Chief of Police Barbara Childress
Richland Hills (TX)
Richland Hills Police Department

Chief of Police Mike Brown
Salt Lake City (UT)
Salt Lake City Police Department

District Attorney Michael Ramos
San Bernardino (CA)
San Bernardino County District Attorney's Office

Chief of Police Susan Manheimer
San Mateo (CA)
San Mateo Police Department

Sheriff Gregory Champagne
Hahnville (LA)
St. Charles Parish Sheriff's Office

Chief of Police Frank Fowler
Syracuse (NY)
Syracuse City Police Department

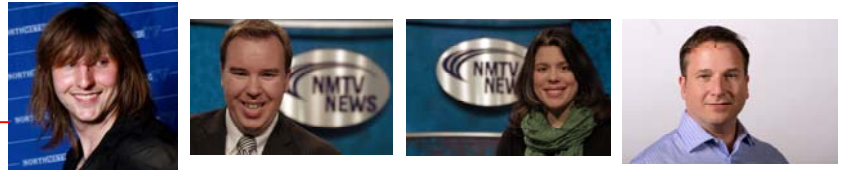
Prosecuting Attorney Brian Mackie
Ann Arbor (MI)
Washtenaw County Prosecutor's Office

Chief of Police James Abbott
West Orange (NJ)
West Orange Police Department

Sheriff Donald Ash
Kansas City (KS)
Wyandotte County Sheriff's Office

*The National Leadership Council is comprised of nearly 30 law enforcement leaders and violence survivors from around the country that help to advise Fight Crime: Invest in Kids in its mission.

Video Production



Municipal Producer, Trevor Scholl, completed six projects, and worked toward the completion of several more in May. The Lino Lakes episode of Mayor's Minutes, Open to Business Centerville, Centennial's student service day, Pressed MN and a Tower Days Preview were all completed. Programs were also produced by Ben Hayle, T.J. Tronson, and Danika Peterson. Trevor reaches out to City officials and department contacts, every month, regarding potential programming for the channels.

▪ May Completed Videos/Playing on City Channels & Internet

| Title | Producer | Runtime |
|--|---------------------------|----------|
| Lino Lakes Mayor's Minutes | Trevor Scholl | 00:06:25 |
| Pressed MN | Trevor Scholl | 00:07:11 |
| Student Service Day | Trevor Scholl | 00:03:36 |
| AHS Walk for Animals | Trevor Scholl | 00:04:11 |
| Tower Days Preview | Trevor Scholl | 00:03:27 |
| Open to Business: Centerville | Trevor Scholl | 00:05:57 |
| Your City Staff: Shari Kunza | Danika Peterson/Ben Hayle | 00:03:17 |
| Blaine to Get New Senior Center | Danika Peterson/Ben Hayle | 00:04:46 |
| Toppers Pizza Comes to Blaine | Danika Peterson/Ben Hayle | 00:03:52 |
| Wetland Sanctuary Moves Forward | Danika Peterson/Ben Hayle | 00:04:41 |
| Arrive Alive | T.J. Tronson | 01:06:00 |
| Memorial Day Service - American Legion Post 566 | T.J. Tronson | 00:39:08 |
| Cable Commission Meeting | T.J. Tronson | 00:19:36 |
| Anoka County Board Meeting (5/8/18) | T.J. Tronson | 00:42:40 |
| Anoka County Board Meeting (5/22/18) | T.J. Tronson | 01:09:29 |

Some projects that Trevor is working on or is scheduled to produce include:

- Community garden projects for Circle Pines and Blaine
- Farmers market projects for Blaine and Lexington
- Talking with Centennial Police regarding several videos
- Investigating story opportunities with Park and Rec departments
- Circle Pines City promo
- Producing an internal video for Lino Lakes
- Lino Lakes organics recycling

- Tower Days events
- Open to Business, each Cities involvement
- Ham Lake senior dance day
- Arranging interviews with each City's economic developer about Open to Business



Equipment Consulting/Technical Support

Blaine

- No equipment consulting was necessary.
- **Centerville**
- 5/14/18: Called regarding SCALA computer install. Scheduled for May 15th.
- 5/14/18: Carousel showing the wrong graphics on screen. The Carousel is not communicating with the Pro VOD.
- 5/15/18: Installed new SCALA computer.
- 5/24/18: Audio not working. Checked tuner. Someone must have turned it off.
- 5/24/18: Emailed Z Systems about getting Centerville's proposal completed.

Circle Pines

- 5/17/18: Alpha Video sends upgrade proposal.
- 5/18/18: Schedule meeting with Patrick Antonen to discuss the HD upgrade and choose a company to do the install.
- 5/24/18: Notified AVI, Z Systems and Alpha about May 30th meeting.
- 5/24/18: Emailed Patrick and updated him on all of the HD proposals. Sent a spreadsheet comparing the 3 companies.
- 5/30/18: Met with Patrick regarding HD upgrade bids.

Ham Lake

- 5/1/18: Z Systems continue with HD install and report progress with Matt.
- 5/1/18: Ross changed and committed to commissioning and training dates.
- 5/3/18: Z Systems continue with HD install and reports progress with Matt.
- 5/4/18: Z Systems continue with HD install and reports progress with Matt.
- 5/7/18: Z Systems continue with HD install and reports progress with Matt.
- 5/9/18: Z Systems continue with HD install and reports progress with Matt.
- 5/10/18: Emailed Denise regarding Makito X install timing. Arranged time to do it.
- 5/11/18: Went to Ham Lake to program the Makito X.
- 5/11/18: Talked with Z Systems regarding audio issues
- 5/15/18: Z Systems continue with HD install and reports progress with Matt.
- 5/15/18: Deliver Brightsign Carousel replica playback file to Ham Lake for the transmission of graphics. Also supplied a temporary Brightsign file of the Ham Lake logo for the Chamber's playback monitors for the default graphic. Tested. Both work great.
- 5/16/18: Connected the Comcast fiber transport system to use as a back-up if the Makito fails.
- 5/16/18: Formal Ross training. Discovered dead ethernet port on Ham Lake Makito switch.
- 5/16/18: Makito X training is completed ahead of schedule.
- 5/16/18: Ham Lake Parks meeting is recorded in NMTV master control. Successful.
- 5/22/18: Monitor the first live meeting. Successful.
- 5/29/18: Z Systems fixes audio issues.
- 5/30/18: Emailed Don Krueger regarding faulty Creston system at fire station. Set up time to check out.

Lexington

- 5/14/18: Supply videos of old meetings for Bill Petracek.
Lino Lakes
- 5/14/18: The Lino Lakes stream stopped. Restarted it.
Spring Lake Park
- No equipment consulting was necessary.
All Cities
- 5/7/18: VOD server reinstalled after week long absence for upgrades and overhaul.
-

Master Control



Programming Coordinator, Michele Silvester, along with help from Eric Houston, Tarkor Zehn, and Trevor Scholl, is responsible for processing and scheduling the programming on the City channels. There are three categories of programs that are scheduled on the City channels; live and replayed meetings, NMTV staff created video content, and informational graphics pages. All categories of programming must be encoded, scheduled, and entered into the Tightrope playback system or entered into the Carousel video files.

As each live meeting is being recorded at City Hall, it is routed to the North Metro TV head-end and then sent out over the cable system live. At the same time it is also encoded on a server for future playbacks. The following meetings were processed in May:

| Title | Producer | Runtime |
|--|--------------------|----------------|
| Blaine Traffic Commission Meeting (5/1/18) | Blaine Staff | 00:27:52 |
| Blaine City Council Meeting (5/3/18) | Blaine Staff | 02:45:15 |
| Blaine Planning Commission Meeting (5/8/18) | Blaine Staff | 00:48:39 |
| Blaine City Council Meeting (5/17/18) | Blaine Staff | 02:25:20 |
| Blaine Park Board Meeting (5/22/18) | Blaine Staff | 00:39:24 |
| Centerville City Council Meeting (5/9/18) | Centerville Staff | 01:52:53 |
| Centerville City Council Meeting (5/23/18) | Centerville Staff | 01:13:23 |
| Circle Pines City Council Meeting (5/8/18) | Circle Pines Staff | 00:15:20 |
| Circle Pines Utility Commission Meeting (5/16/18) | Circle Pines Staff | 00:09:32 |
| Circle Pines City Council Meeting (5/22/18) | Circle Pines Staff | 00:28:14 |
| Ham Lake City Council Meeting (5/21/18) | Ham Lake Staff | 00:34:19 |
| Ham Lake Planning Commission Meeting (5/29/18) | Ham Lake Staff | 00:17:41 |
| Lexington City Council Meeting (5/3/18) | Lexington Staff | 00:20:52 |
| Lexington City Council Meeting (5/17/18) | Lexington Staff | 00:54:13 |
| Lino Lakes Park Board Meeting (5/7/18) | Lino Lakes Staff | 01:00:54 |
| Lino Lakes Planning & Zoning Commission Meeting (5/9/18) | Lino Lakes Staff | 03:19:50 |
| Lino Lakes City Council Meeting (5/14/18) | Lino Lakes Staff | 02:14:33 |

| | | |
|--|------------------------|---------------------------|
| Lino Lakes City Council Meeting (5/29/18) | Lino Lakes Staff | 00:29:00 |
| Spring Lake Park City Council Meeting (5/7/18) | Spring Lake Park Staff | 01:34:21 |
| Spring Lake Park City Council Meeting (5/21/18) | Spring Lake Park Staff | 00:32:23 |
| Spring Lake Park Planning Commission Meeting (5/29/18) | Spring Lake Park Staff | 00:40:41 |
| 21 New Programs | | 23:04:39 New Hours |

Meetings are scheduled for replay based on schedules requested by each City. Additional longer-length video programming produced by NMTV staff is also scheduled on the channels. **With the arrival of the Carousel units, shorter-length videos and promos are loaded onto those devices, rather than being scheduled as separate playbacks. The short videos cycle through, with graphics pages, and play on the channels whenever a scheduled program is not playing. Depending on whether a City selected the split screen or full screen Carousel option, the shorter videos are cycling 24 hours a day.** The table below outlines how many times a longer-length video program was entered into the Tighrope system, and played back on each City channel.

| City | Number of Times Programs Played | Hours Programmed on Channel |
|------------------|--|---|
| Blaine | 179 | 293:51:13 |
| Centerville | 42 | 65:29:37 |
| Circle Pines | 228 | 92:45:17 |
| Ham Lake | 73 | 68:10:14 |
| Lexington | 97 | 66:50:33 |
| Lino Lakes | 83 | 105:32:05 |
| Spring Lake Park | 94 | 96:56:36 |
| Totals: | 796 Program Playbacks | 789:35:25 Hours of Video Programming on Channels |

The last category of programming on City channels consists of bulletin board, or graphics pages, that display information about the City or about events and issues of interest to citizens. With the installation of the new Carousel units complete, Eric Houston has assumed responsibility for updating the information on all seven channels. He works closely with each City's representative to ensure that all requested data slides are created and posted to the satisfaction of the City. Even though Eric is doing the work of creating the data pages, the Cities will always maintain editorial control. In addition to the graphics pages, the new Carousel units play video. Trevor Scholl is responsible for encoding any videos that will be displayed. The following work was done for City Carousel units in May:

Blaine

- Transcoded and uploaded 5 videos to Carousel.
- Created a DVD of Blaine Police Department seminar at Roark Haver's request.

Centerville

- Transcoded and uploaded 2 videos to Carousel.

Circle Pines

- Transcoded and uploaded 2 videos to Carousel.
- Put all May meetings on hard drive for City

Ham Lake

- Transcoded and uploaded 1 video to Carousel.

Lexington

- Transcoded and uploaded 1 video to Carousel.

Lino Lakes

- Transcoded and uploaded 1 video to Carousel.
- Edited 1 bulletin for Carousel.

Spring Lake Park

- Created 2 bulletins for Carousel.
- Fixed formatting of Code Officials video supplied by Wanda Brown and posted to Carousel.
- Transcoded and uploaded 2 videos to Carousel.

City Channel Signal Monitoring

Blaine

- No channel signal problems.

Centerville

- SCALA system down. Picked up for repairs.
- May 9th meeting had power outage issues.

Circle Pines

- No channel signal problems.

Ham Lake

- No channel signal problems.

Lexington

- No channel signal problems.

Lino Lakes

- Live streaming server went down. Rebooted.
- Park Board meeting recording staffing problems at City Hall. Walked fill-in staff through recording procedure.

Spring Lake Park

- No channel signal problems.

Meetings on Demand



NMTV has created a video on demand service, with line-item bookmarking, for our Cities meetings. In order to accomplish this, each encoded meeting has to undergo several steps. The meeting must first be transferred and transcoded from the playback server to the video on demand server. The length of time necessary for this varies based on the length of the meeting and whether it is recorded in SD or HD. Once that is done, a staff member must go through the meeting entering a bookmark at the start of each meeting line-item, and type in the corresponding line-item information. Staff utilizes marked agendas provided by City staff members for this step. If marked agendas aren't provided by City staff we go to the City website to find unmarked agendas and place the

meeting on VOD without bookmarks. Once that is done and saved the bookmarked meeting is then linked to the NMTV website's city meeting page for video on demand. The following number of meetings were bookmarked and/or placed on VOD for the Cities in May:

- **Blaine**
 - 5 meetings bookmarked and placed on VOD.
- **Centerville**
 - 2 meeting placed on VOD.
- **Circle Pines**
 - 3 meetings bookmarked and placed on VOD.
- **Ham Lake**
 - 2 meetings bookmarked and placed on VOD.
- **Lexington**
 - 2 meetings placed on VOD.
- **Lino Lakes**
 - 4 meetings bookmarked and placed on VOD.
- **Spring Lake Park**
 - 3 meeting bookmarked and placed on VOD

Administrative



The issues dealt with in May include the ongoing franchise and PEG fee audit of Comcast, a clarification regarding the Comcast PEG fee amount, the quarterly meeting with CenturyLink and other miscellaneous issues.

Comcast Franchise Fee and PEG Fee Audit

- Sent notice to Comcast that the Commission has contracted with Ashpaugh & Sculco for the purpose of conducting a franchise fee and PEG fee audit.
- Karly Werner, of Comcast, responds that she received the notification.
- Responded to data request from Ashpaugh & Sculco. Scanned and emailed copies of all Comcast quarterly franchise fee and PEG fee reports from January 2015 through March 2018.
- Garth Ashpaugh sends non-disclosure agreement to Comcast.

PEG Fee clarification

- Checked Comcast PEG fee reports to determine whether the proper PEG fee was being used, but the reports don't show what the PEG fee is, only the total PEG fee paid.
- Emailed Kate at Comcast and asked for current North Metro rate sheet.
- Kate sent me the rate sheet, but the PEG fee is also not delineated on the rate sheet.
- Emailed Kate and asked what PEG fee they are currently charging.
- Kate emailed that they are charging 3.29 in the North Metro.
- I emailed Kate and told her that was the incorrect PEG fee. It should be 3.23 as of January 1, 2018. I attached the PEG fee increase notification I had sent her on June 27, 2018.
- Received an email from Kate stating that she had been mistaken. She had looked at the wrong system. Comcast is charging a 3.23 PEG fee for the North Metro.

CenturyLink Quarterly Meeting

- Attended the quarterly meeting with CenturyLink and Commission Legal Counsel, Mike Bradley.
- Noted that subscriber numbers continue to drop.
- CenturyLink is no longer promoting the PRISM TV service. They will no be renewing their franchise.
- In talking with Legal Counsel, decided that there isn't any point in continuing to have quarterly meetings with CenturyLink.

Miscellaneous

- Met with staff regarding VOD server repair and notifications to appropriate City staff.
- Talked with Centerville Legal Counsel, Kurt Glaser, regarding CenturyLink's franchise requirements, build-out, and franchise renewal. Gave him Mike Bradley's number for additional information.
- Talked with Mike Bradley about CenturyLink franchise fee payments and some unusual adjustments. Agreed it should be examined further.
- Discussed impact of CenturyLink no longer planning to add Prism customers on the current franchise and renewal, with Mike Bradley.
- The Closed Captioning study is underway. Individual reports will be supplied to each client.
- Read industry articles.

North Metro TV

May 2018 Update

Program Production

In May, a total of **106 new programs** were produced utilizing the North Metro facilities, funds, and services. This constitutes **77:00:00 hours of new programming**.

- 29 programs were produced by the public
- 56 programs were produced by NMTV staff
- 21 programs were produced by City staff



Van Shoots

The HD truck was used for **48:45:00** hours of production. The Spring weather and field conditions resulted in many canceled shoots. Events produced live and recorded for additional playbacks include:

- Baseball: Blaine vs. Centennial
- Baseball: Andover vs. Centennial
- Boys Lacrosse: Spring Lake Park vs. Blaine
- Softball: Spring Lake Park vs. Blaine
- Girls Lacrosse: Spring Lake Park vs. Centennial
- Boys Lacrosse: Centennial vs. Spring Lake Park
- Softball: 5AAAA Playoff: Osseo vs. Centennial



Workshops

| Workshop | Instructor | Organization | Students |
|--------------------|--------------|----------------|------------------|
| Studio | Eric Houston | Blaine HS BPA | 3 |
| Intro to NMTV | Eric Houston | General Public | 1 |
| Intro to NMTV | Eric Houston | General Public | 2 |
| Editing | Eric Houston | General Public | 1 |
| Editing | Eric Houston | General Public | 1 |
| Camera | Eric Houston | General Public | 1 |
| 6 Workshops | | | 9 Student |

Home Movie Transfers

Home movie transfers have become one of our most popular services. Residents can transfer their family videos themselves for free, or pay NMTV to do it. NMTV can also transfer film, slides, and photos for a fee.

| Month | Hours Transferred | Tapes | Film Reels | DVDs | Photos/ Slides | Fees Paid |
|---------------|-------------------|------------|------------|------------|----------------|-------------------|
| January | 201.75 | 57 | 122 | 20 | 409 | \$1,159.00 |
| February | 120.5 | 41 | 53 | 15 | 1,164 | \$780.00 |
| March | 167.5 | 64 | 0 | 74 | 237 | \$381.00 |
| April | 128.00 | 52 | 53 | 17 | 781 | \$195.00 |
| May | 59.00 | 29 | 18 | 9 | 0 | \$460.00 |
| TOTAL: | 548.75 | 243 | 246 | 135 | 2,591 | \$2,975.00 |

Public Usage Stats

For statistical purposes, the public access department documents total numbers of unique individuals and total hours of usage of the facility by the general public, every month. These numbers include regular users, class participants, individuals transferring videos, people who attend events, and any other public usage of the facility. The numbers do not take into account the many members of the public who work with any other NMTV department, such as news, sports, municipal, or educational.

| Month | Unique Individuals | Total Usage Hours |
|----------------------------|--------------------|-------------------|
| January | 111 | 460 |
| February | 112 | 685.25 |
| March | 117 | 552.25 |
| April | 47 | 295.5 |
| May | 103 | 409.25 |
| TOTAL PUBLIC USAGE: | | 2,402.25 |

Production Highlights

NMTV News Highlights

Each week Danika Peterson and Ben Hayle create a news program that highlights events, people, issues, and information important to citizens of our Member Cities. Some May highlights include:

- Police Concerned for Pedestrian Safety
- Seniors Coming Together for Safety
- Getting Ready for Golf
- National Sports Center Upgrades
- World Fest Around the Corner
- Toppers Pizza Comes to Blaine
- Blaine Wetlands Restoration Continues
- New Stroke Procedure Saving Lives
- Legislative Session Leaves Lawmakers Frustrated
- Local Apartments Get Smart



In addition to daily playbacks of North Metro TV News on the cable systems, there are over 490 local stories archived for viewers on the NMTV YouTube page. The page can be accessed through the northmetrotv.com website.

Spring Mayor's Minutes

Municipal Producer, Trevor Scholl continued to produce episodes of the Spring round of Mayor's Minutes programs. The Lino Lakes shoot was completed in May. The show is a casual report by the Mayor of what is going on in each City. It is generally pretty short...around three to five minutes...and is intended to give Cities a forum to highlight issues, plans and accomplishments.



Arrive Alive

T.J. has wrapped up work on this year's version of Arrive Alive, with Blaine High School. T.J. and several volunteers shot the final accident scenes and then T.J. edited all night long to have the completed performance for the big presentation to the student body ready for the next day. The presentation of the video, and student, teacher, and parent comments were all included in the final product. It always ends up being a very emotional production. The program is currently being scheduled on the North Metro TV channel and several City channels



Your City Staff

One episode of Your City Staff was produced in May. It featured Shari Kunza of the Blaine Park and Rec Department. The episode highlighted her background and the work she does for the City of Blaine. The videos are presented as a news story on North Metro TV News, and then edited into a stand alone video for the corresponding City Channel. If anyone has a suggestion for future features, please let Ben and Danika know!



Annual VIP Awards Ceremony

The 16th Annual VIP Awards Ceremony took place on Tuesday, May 15th. For the fourth year the event was held at the Historic Heights Theatre. The Theatre staff had VIP Awards spelled out on the marquee, and our poster for the event was in the display case. The organist played until the ceremony started and popcorn and beverages were provided. A photography area was set up so people could have their pictures taken before the ceremony and after with their awards. We had a great turn-out and have heard nothing but compliments regarding the venue. In total, 21 trophies and 63 certificates of appreciation were given to some very deserving folks. The event was taped and each individual award recipient's segment is presented as a separate program. By doing this we could easily post each award winner's segment to YouTube and our website.



School Projects

T.J. Tronson completed work on five school plays and concerts in May. Performances completed include:

- The Centennial Middle School production of "Mary Poppins."
- The Blaine High School Special Education play, "Zootopia: How Full is Your Bucket"
- The Centennial School District's Annual "Centennial's Got Talent."
- The Blaine High School Spring Band Concert



City Productions

Municipal Producer, Trevor Scholl, completed six projects in May and worked on several more, including community gardens and farmers markets in Circle Pines, Lexington, and Blaine, and a new project with the Centennial Police. Projects completed include:

- Lino Lakes Mayor's Minutes Spring 2018
- Pressed MN
- Student Service Day
- AHS Walk for Animals
- Tower Days Preview
- Open to Business: Centerville



New and ongoing projects include:

- Community garden projects for Circle Pines and Blaine
- Farmers market projects for Blaine and Lexington
- Talking with Centennial Police regarding several videos
- Producing an internal video for Lino Lakes
- Circle Pines City promo
- Lino Lakes organics recycling
- Tower Days events for Spring Lake Park
- Open to Business, each Cities involvement
- Ham Lake senior dance day
- Arranging interviews with each City's economic developer about Open to Business

Trevor touches base with contacts on a regular basis and also encourages Cities to contact him whenever they have an idea for a new show.

Production equipment consulting for cities and schools

Blaine

- No equipment consulting was necessary.

Centerville

- 5/14/18: Called regarding SCALA computer install. Scheduled for May 15th.
- 5/14/18: Carousel showing the wrong graphics on screen. The Carousel is not communicating with the Pro VOD.
- 5/15/18: Installed new SCALA computer.
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- 5/17/18: Alpha Video sends upgrade proposal.
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- 5/29/18: Z Systems fixes audio issues.
- 5/30/18: Emailed Don Krueger regarding faulty Creston system at fire station. Set up time to check out.
- **Lexington**
- 5/14/18: Supply videos of old meetings for Bill Petracek.
- **Lino Lakes**
- 5/14/18: The Lino Lakes stream stopped. Restarted it.
- **Spring Lake Park**
- No equipment consulting was necessary.
- **All Cities**
- 5/7/18: VOD server reinstalled after week long absence for upgrades and overhaul.

City Channel 16 Playback Stats

| City | Number of Times Programs Played | Hours Programmed on Channel |
|------------------|---------------------------------|---|
| Blaine | 179 | 293:51:13 |
| Centerville | 42 | 65:29:37 |
| Circle Pines | 228 | 92:45:17 |
| Ham Lake | 73 | 68:10:14 |
| Lexington | 97 | 66:50:33 |
| Lino Lakes | 83 | 105:32:05 |
| Spring Lake Park | 94 | 96:56:36 |
| Totals: | 796 Program Playbacks | 789:35:25 Hours of Video Programming on Channels |

Programs Produced by the Public

| Title | Producer | Runtime |
|--|--|---------------------------|
| What's Happening Minnesota | Jeanine Hill | 00:27:08 |
| Off Constantly | David Bauer | 00:23:31 |
| Every Movie Ever Made (2 episodes) | Joe Scholz, Rick Bostrom, Ben Daniels/Ryan Frieundschuh, Gavin Van Trease/Eric Houston | 00:56:59 |
| The Super Show (3 episodes) | Video Club/Eric Houston | 00:25:50 |
| A Fresh New Day (3 episodes) | Anita Wardlaw | 01:25:27 |
| The Power of Love (4 episodes) | Rick Larson | 02:00:00 |
| LovePower (4 episodes) | Ann Sandell | 04:00:00 |
| Rice Creek Watershed District Meeting (2 episodes) | Theresa Stasica | 04:27:35 |
| Oak Park Moments (4 episodes) | David Turnidge | 02:08:38 |
| Hope Church (5 episodes) | Cindy Hardy | 04:53:54 |
| 29 New Programs | | 22:04:12 New Hours |

Programs Produced by NMTV Staff

| Title | Producer | Runtime |
|---|---------------------------|---------------------------|
| Anoka County Board Meeting (5/8/18) | T.J. Tronson | 00:42:40 |
| Anoka County Board Meeting (5/22/18) | T.J. Tronson | 01:09:29 |
| NMTC Meeting (5/16/18) | T.J. Tronson | 00:19:36 |
| Arrive Alive 2018 | T.J. Tronson | 01:06:00 |
| Centennial's Got Talent | T.J. Tronson | 01:45:00 |
| Cinderella | T.J. Tronson | 01:30:00 |
| Zootopia | T.J. Tronson | 01:00:00 |
| Blaine High School's Spring Band Concert | T.J. Tronson | 02:00:00 |
| Memorial Day Service - American Legion Post 566 | T.J. Tronson | 00:39:08 |
| NMTV News (5 episodes) | Danika Peterson/Ben Hayle | 01:58:46 |
| Your City Staff: Shari Kunza | Danika Peterson/Ben Hayle | 00:03:17 |
| Blaine To Get New Senior Center | Danika Peterson/Ben Hayle | 00:04:46 |
| Toppers Pizza Comes to Blaine | Danika Peterson/Ben Hayle | 00:03:52 |
| Wetland Sanctuary Moves Forward | Danika Peterson/Ben Hayle | 00:04:41 |
| Lino Lakes Mayor's Minutes | Trevor Scholl | 00:06:25 |
| Pressed MN | Trevor Scholl | 00:07:11 |
| Student Service Day | Trevor Scholl | 00:03:36 |
| AHS Walk for Animals | Trevor Scholl | 00:04:11 |
| Tower Days Preview | Trevor Scholl | 00:03:27 |
| Open to Business: Centerville | Trevor Scholl | 00:05:57 |
| 2018 VIP Award Winners (21 episodes) | Eric Houston | 00:30:42 |
| Baseball: Blaine/Centennial | Kenton Kipp/J. Millington | 01:50:45 |
| Adapted Softball: North Suburban/Anoka Hennepin | Kenton Kipp/J. Millington | 00:52:04 |
| Baseball: Andover/Centennial | Kenton Kipp/J. Millington | 02:14:41 |
| Boys Lacrosse: Spring Lake Park/Blaine | Kenton Kipp/J. Millington | 01:51:52 |
| Softball: Spring Lake Park/Blaine | Kenton Kipp/J. Millington | 01:36:56 |
| Girls Lacrosse: Spring Lake Park/Centennial | Kenton Kipp/J. Millington | 01:33:33 |
| Boys Lacrosse: Centennial/Spring Lake Park | Kenton Kipp/J. Millington | 01:52:00 |
| Softball: 5AAAA Playoff: Osseo/Centennial | Kenton Kipp/J. Millington | 01:35:24 |
| NMTV Sports Classics (3 episodes) | Kenton Kipp/J. Millington | 05:03:29 |
| 56 New Programs | | 31:59:21 New Hours |

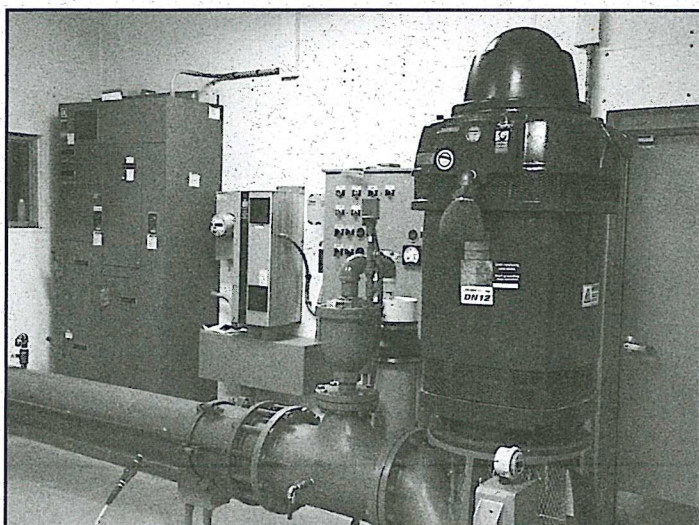
Programs Produced by City Staff

| Title | Producer | Runtime |
|---|--------------------|----------|
| Blaine Traffic Commission Meeting (5/1/18) | Blaine Staff | 00:27:52 |
| Blaine City Council Meeting (5/3/18) | Blaine Staff | 02:45:15 |
| Blaine Planning Commission Meeting (5/8/18) | Blaine Staff | 00:48:39 |
| Blaine City Council Meeting (5/17/18) | Blaine Staff | 02:25:20 |
| Blaine Park Board Meeting (5/22/18) | Blaine Staff | 00:39:24 |
| Centerville City Council Meeting (5/9/18) | Centerville Staff | 01:52:53 |
| Centerville City Council Meeting (5/23/18) | Centerville Staff | 01:13:23 |
| Circle Pines City Council Meeting (5/8/18) | Circle Pines Staff | 00:15:20 |
| Circle Pines Utility Commission Meeting (5/16/18) | Circle Pines Staff | 00:09:32 |
| Circle Pines City Council Meeting (5/22/18) | Circle Pines Staff | 00:28:14 |
| Ham Lake City Council Meeting (5/21/18) | Ham Lake Staff | 00:34:19 |

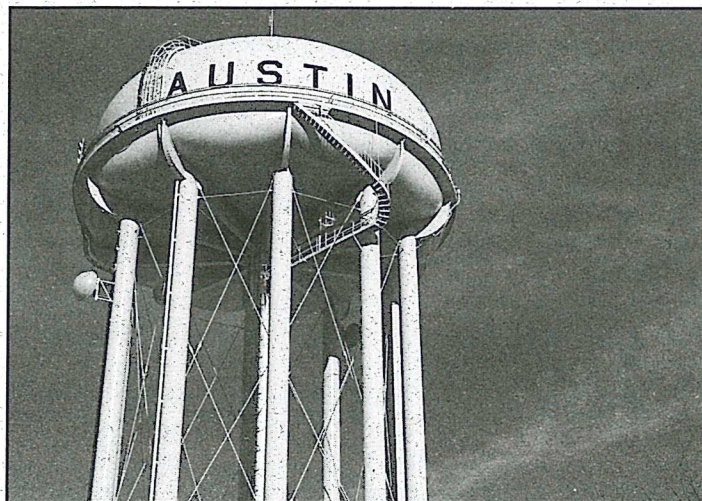
| Title Cont. | Producer Cont. | Runtime Cont. |
|--|------------------------|---------------------------|
| Ham Lake Planning Commission Meeting (5/29/18) | Ham Lake Staff | 00:17:41 |
| Lexington City Council Meeting (5/3/18) | Lexington Staff | 00:20:52 |
| Lexington City Council Meeting (5/17/18) | Lexington Staff | 00:54:13 |
| Lino Lakes Park Board Meeting (5/7/18) | Lino Lakes Staff | 01:00:54 |
| Lino Lakes Planning & Zoning Commission Meeting (5/9/18) | Lino Lakes Staff | 03:19:50 |
| Lino Lakes City Council Meeting (5/14/18) | Lino Lakes Staff | 02:14:33 |
| Lino Lakes City Council Meeting (5/29/18) | Lino Lakes Staff | 00:29:00 |
| Spring Lake Park City Council Meeting (5/7/18) | Spring Lake Park Staff | 01:34:21 |
| Spring Lake Park City Council Meeting (5/21/18) | Spring Lake Park Staff | 00:32:23 |
| Spring Lake Park Planning Commission Meeting (5/29/18) | Spring Lake Park Staff | 00:40:41 |
| 21 New Programs | | 23:04:39 New Hours |

If you have any questions or comments regarding this monthly report please contact Heidi Arnson at 763.231.2801 or harnson@northmetrotv.com.

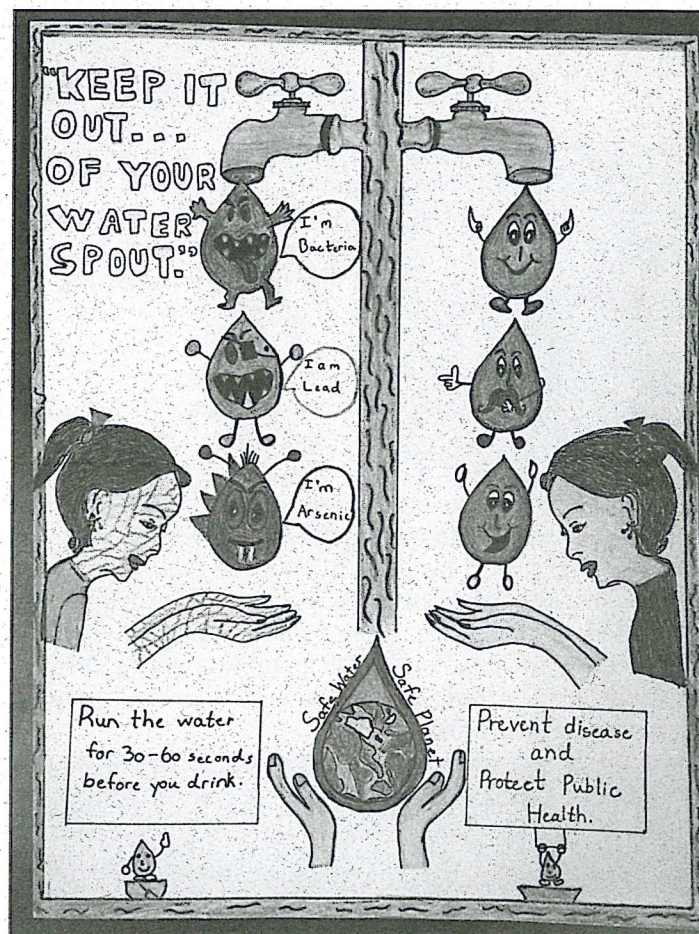
Water in Southeastern Minnesota



More than 30 wells keep Rochester afloat to serve residents as well as the world's most prominent medical organization. Rochester Public Utilities has focused on sustainability as it serves customers in the state's third-largest city. See page 4 for the full story. Another city in the southeastern part of Minnesota, Austin, has opened a new municipal center and increased its capacity to serve Hormel, the major Spam producer that has switched to city water. See page 6 for more information.



Water Poster Contest 2018



Savagna Vempati, a second-grader at Basswood Elementary, submitted the winning poster in the elementary school category in the annual water poster contest sponsored by H2O for Life and the Minnesota Department of Health, which provide bottle-filling stations to the schools of the winning entries. The theme of the contest was "Keep It Out . . . of Your Water Spout" with an emphasis on reducing exposure to lead and other contaminants. Other winners were Caden Blix of Ordean East Middle School in the middle school category and Krystal Xiong of Hmong College Prep Academy among high schoolers. More posters from the contest can be seen at <http://www.health.state.mn.us/divs/eh/water/poster.html>.

Mankato Receives Source Water Protection Award

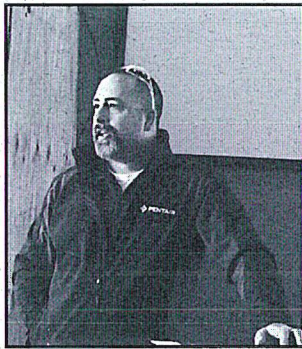
The city of Mankato received the annual Source Water Protection Award from Minnesota Department of Health (MDH) and Minnesota Rural Water Association for developing a comprehensive nitrate trend monitoring program, embarking on a public-education program to accelerate the sealing of abandoned wells, and developing a water conservation and reuse program to conserve source water.

Mankato has two Ranney wells, a type of horizontal collector well, that draw water from beneath the Minnesota and Blue Earth rivers. With assistance from a source water protection grant from MDH, the city collected and analyzed water quality data from their wells, the rivers, and treated water on a weekly basis. This data collection provides information to help ensure the city provides high quality water that meets and exceeds state and federal standards.

When Mankato adopted its Wellhead Protection Plan, city staff began identifying wells that needed to be sealed in addition to locating more abandoned wells. So far, three of four multi-aquifer wells have been sealed, and staff are looking to seal the last one.

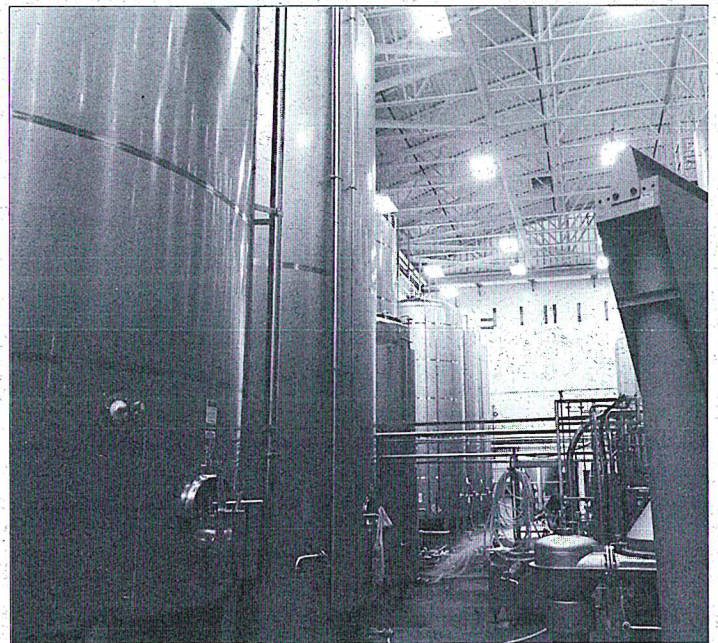
Mankato also developed an innovative water conservation and reuse program. Since a goal is ensuring high quality water and long-term sustainability of the deep Mt. Simon wells, the city partnered with private industry, city departments, and state agencies to develop a reuse program. Wastewater treatment plant effluent is being provided to a power plant for cooling as well as for internal reuse, park irrigation, and a recycle water station. In 2016 Mankato reused approximately 184 million gallons of water and, with the installation of a backwash reuse upgrade, saved an additional 157 million gallons in 2017.

Summit Brewing Company: It Starts with the Water



Though not a brewmaster himself, Tom Thomasser has “brew in his blood.” He is a fifth-generation member of a brewing family that includes a great grandfather who was a master brewer in Austria. Thomasser is now the chief operations officer of Summit Brewing Company in St. Paul, which began in 1986 in a reconditioned transmission

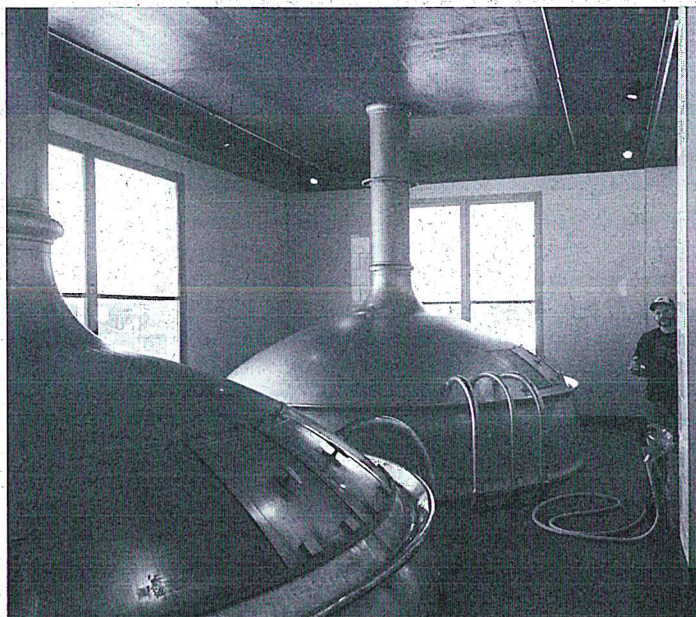
shop on University Avenue between Minn. Hwy. 280 and Vandalia Avenue. Thomasser joined the company as it was moving to its current location, off West Seventh Street near I-35E, and was involved in the construction of the new facility and purchase of all equipment. Thus, Thomasser was well qualified to provide a tour of the plant to a group of water operators April 4, and he emphasized water as a primary ingredient in their process.



The fermentation center.

In 2017, Summit Brewing took in 19.5 million gallons from St. Paul Regional Water Services. It has a sand-and-gravel and carbon filter to remove chlorine from the water. In addition, it makes some adjustments during certain parts of the year for taste and odor. Thomasser said they also do some “tweaking” to the process water in individual recipes. “We try to make the water similar to what it would have been in its home world,” he said, explaining, for example, that their Dakota Soul label is a Czech-style Pilsner. The brewery may harden or acidify the water to mimic the qualities of the water in the Czech Republic.

Summit also has to treat the effluent, sometimes neutralizing the pH and keeping tabs on the temperature of the water as it discharges it. In addition to water as an ingredient for its beers, the brewery relies on water for sanitation, especially in the filtration process. The water may be heated to as much as 180 degrees in its brew kettles and then cooled before reaching the fermentation vessels.



The brew kettles at Summit Brewing Company.

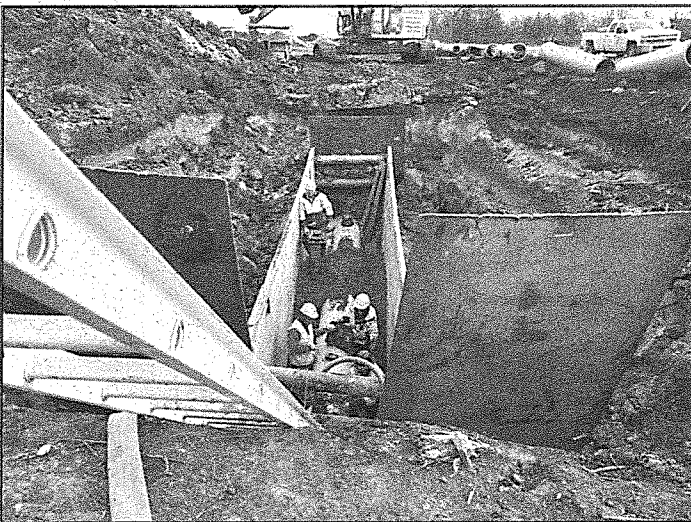
Lewis & Clark Summary



Work has resumed on the meter building in Worthington.

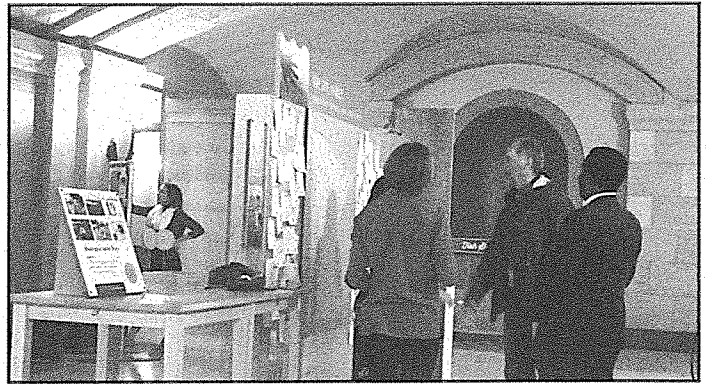
The Lewis & Clark Rural Water System has resumed construction of a meter building in Worthington and on the section of pipe between Adrian and Worthington. In addition, the reservoir and pump station for the Rock County Rural Water District have reached substantial completion.

Conceived in 1988 as a way of serving water-challenged areas in South Dakota, Iowa, and Minnesota, the Lewis & Clark project takes water from a series of wells that tap into an aquifer adjacent to the Missouri River near Vermillion, South Dakota. The water is delivered to communities as far away as 125 miles. The water made it to Minnesota in 2015, reaching Rock County Rural Water District.



Trench packing and cathodic protection testing on the section of pipe between Adrian and Worthington.

We Are Water MN Visits the Capitol



We Are Water MN was on display at the Minnesota state capitol from January 10 to March 11 before moving on to the Hjemkomst Center in Moorhead. The traveling display explores the connections between the humanities and water through an exhibit, public events, and educator resources. We Are Water MN is a partnership involving a number of state agencies, including the Minnesota Department of Health, to bring together personal stories, historical materials, and scientific information. In 2018-2019, the exhibit will be on display in Minneapolis, Bemidji, Crookston, Fond du Lac/Cloquet, Austin, Northfield, Grand Rapids, and Mille Lacs/Onamia. Go to <http://mnhum.org/water> for more information.

2018 Drinking Water Institute August 6-8



The 2018 *WaterWorks!* Drinking Water Institute for Educators will be held from August 6 to August 8 in Rochester.

Each year Minnesota science teachers attend the three-day Institute, learning about drinking water and ways to develop inquiry-based activities that can be incorporated into their existing science curriculum. The program is free to teachers, who receive college credit for their participation.

WaterWorks! is sponsored by the Minnesota Department of Health and Minnesota American Water Works Association.

More information is available at <http://www.health.state.mn.us/water/institute/index.htm>

Waterline

Published quarterly by the Drinking Water Protection Section, Minnesota Department of Health

Editor: Stew Thornley

Staff: Noel Hansen, Jeanette Boothe

Past issues of the *Waterline* are available at
<http://www.health.state.mn.us/water/newsletters.htm>

Sustainability Key to Rochester Water

Disasters are opportunities for Rochester, Minnesota.

An August 1883 tornado, which left widespread destruction and 26 dead, led to the city's first hospital, led by Dr. William Worrall Mayo and his sons. This was the beginning of the Mayo Clinic and the first sign of Rochester's future as a medical center.

Nature tore through the city again nearly a century later—a flood that killed five and caused \$60 million in damage. This disaster led to the “Renaissance of Rochester,” pulling the city out of a decade of stagnation and signaling the beginning of an era of unprecedented construction.

One of the city's primary agencies, Rochester Public Utilities, has been working for years to make sure it does not have another kind of disaster—too little water. Groundwater planning, asset management, source water protection, and pro-active strategies are at the heart of sustainability efforts to ensure that the utility can continue to supply safe drinking water to a city that is growing, residentially and commercially.

Background and History

Rochester grew up on the south fork of the Zumbro River, which provided power from its falls but also feeder creeks that were prone to flooding.

With safety a primary concern following the 1883 tornado, the city contracted with a private company, Hodgkins, Moffet, and Clark of Waterville, New York, to operate a water system although fire protection, not drinking water, was the primary motivation.

In 1916 the city purchased the water works company and began adding wells and storage facilities. The 1920s saw the addition of a chlorinator to disinfect the water and a major construction project, which included a 128-foot-high tower near St. Mary's Hospital that holds 200,000 gallons. The tower, no longer in service but still a landmark for Rochester Public Utilities (RPU), provided adequate pressure to the area surrounding St. Mary's Hospital and was the beginning of the high-level system still in use today.

Profile

Today Rochester has a population of more than 114,000 and expects annual growth of 1.6 percent for the next 10 years, according to Cary Johnson, RPU manager of maintenance and construction—water operations. In addition, the city is in the early stages of Destination Medical Center, a 20-year economic development initiative that includes expansion of the Mayo Clinic. Water design project coordinator Donn Richardson notes downtown redevelopment and more high-density apartments in the city as another reason for the growth.

The utility has 32 wells (and is adding another in 2018) and pumps approximately 4.7 billion gallons of water per year. (RPU pumped 4.49 million gallons in 2016.) The wells range in depth from 400 to 1,000 feet and draw mainly from

the Jordan Aquifer, a sedimentary unit that underlies much of southeastern Minnesota. Other multi-formation aquifers—Prairie du Chien-Jordan, Prairie du Chien-Wonewoc, Jordan-Wonewoc, and Prairie duChien-Mt. Simon—supply water for Rochester.

The wells are interconnected, and the water is treated with chlorine, fluoride, and a polyphosphate for corrosion control at each site. Johnson noted the complexity of the distribution system, which has numerous pressure zones. Nineteen storage facilities hold nearly 17 million gallons of water.

Even though the customer base is growing, the per capita usage is going down says Sidney Jackson, RPU director of core services.

Senior civil engineer Doug Klamerus credits residents and businesses for understanding the need to conserve and use water wisely. “The community is seeing the big picture,” Klamerus said. “I see nothing but support for the conservation program.”

Sustainability

Todd Osweiler, environmental and regulatory affairs coordinator, said the announcement about Destination Medical Center, as well as other water concerns in the news, “brought up the question of how much we can keep on pumping.”

RPU has partnered with Barr Engineering of Minneapolis, the U. S. Geological Survey, and the Minnesota Department of Natural Resources on groundwater studies and evaluation. “We became pro-active about sustainability,” said Osweiler. “All this spurred more on sustainability.”

A sustainability evaluation has included input from stakeholders, review of existing data, groundwater modeling to determine the potential impact of future pumping, identification of data gaps that produce uncertainty in modeled predictions, and the development of a monitoring plan.

Osweiler outlined the four components RPU has for conservation and sustainability: leak detection, rate setting, water rebates, and education.

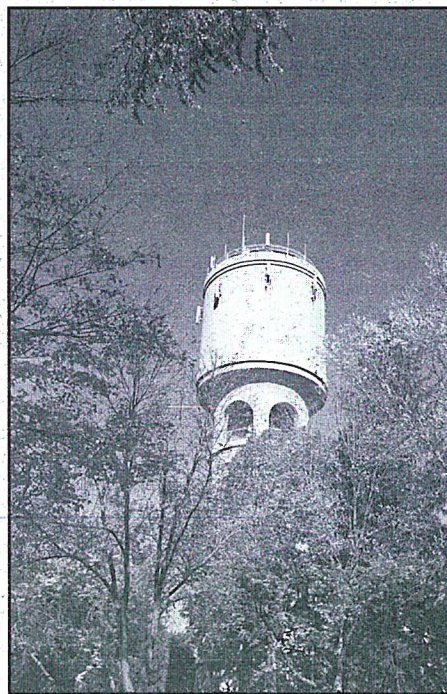
The utility performs a leak detection survey on half the system each year, using resources to find and fix leaks, resulting in water accountability of more than 95 percent.

Rates are set with a multi-tiered structure that rewards low usage. Commercial irrigation is the highest tier grade. “Use more, pay more,” says Klamerus.

RPU encourages residents to replace fixtures with ones that use less water and provides rebates for such purchases. Osweiler says in 2015 that RPU issued nearly 1,600 rebates that have resulted in savings of 8.8 million gallons.

At the heart of the sustainability effort is education. The more people understand all that is involved in producing and maintaining safe water, the more that are willing to do their part in protecting and conserving it.

Rochester—Continued on next page



Rochester—Continued

Tours bring in school children, who are asked for their ideas on protecting water. Rochester has three times hosted the American Water Works Association Drinking Water Institute, a four-day summer program for Minnesota science teachers to learn about water and develop inquiry-based activities to integrate into their existing curriculum.

RPU Plugged In is a monthly publication with information on easy ways to conserve water and how to find leaks in homes as well as updates on what utility projects. RPU promotes drinking tap water instead of paying for bottled water by encouraging schools and business to install filling stations for reusable water bottles. The annual water quality report (Consumer Confidence Report) is included in one of the issues each year, and the utility has put coupons in the publication for residents to get a free water bottle.

It also offers a Service Assured Program for a monthly fee, which covers repairs on portions of the water system that belong to a resident, such as the service line.

Asset Management and Enhanced Sampling

RPU employs asset management to budget for future projects. A two-year study now underway will plan for the next 30 to 40 years, examining the life expectancy of current infrastructure and identifying critical assets and their impact on customers. Having a plan to rehabilitate or replace pumps, pipes, and storage facilities allow for controlled maintenance rather than crisis situations.

Water main repairs have historically been dictated by when and where street repairs were being made. Klamerus says a more collaborative approach, which includes the needs of RPU to replace or rehabilitate water infrastructure, is now part of the decision-making process for future street repairs. Klamerus said asset management planning is a way to gain

a better understanding of the extent of financial investment needed to maintain our current level of customer service. If more investment is needed than current street repair projects allow, RPU will look at the most financially feasible option between full water main replacements or trenchless rehabilitation technology to maintain the utility's infrastructure for additional projects.

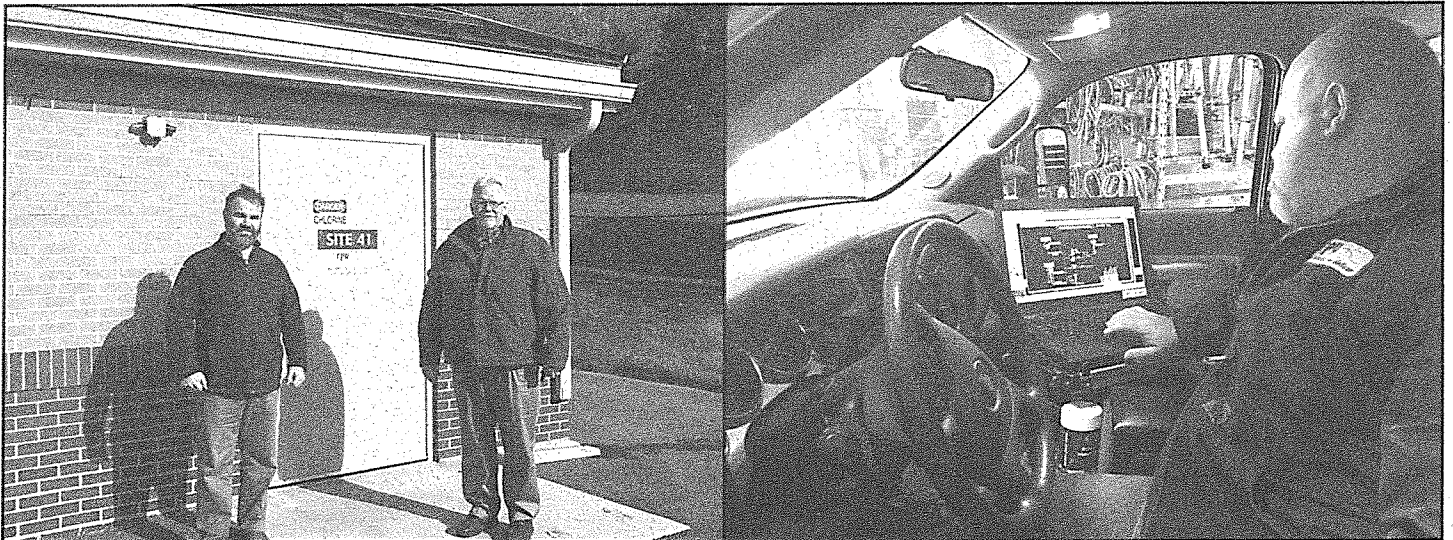
In addition to planning to avoid dealing with emergencies, asset management is a budgeting tool, a way to avoid radical rate increases.

Beyond sampling for contaminants regulated under the federal Safe Drinking Water Act, RPU has been involved in a general chemistry project, testing under the Unregulated Contaminant Monitoring Rule, and special projects such as a pesticide study in conjunction with the Minnesota Department of Health (MDH) and Minnesota Department of Agriculture.

MDH district engineer Paul Halvorson said, "It is some of the most sampled water in the state. All of our data will help them in the future as they use their models to evaluate groundwater sustainability."

RPU has 6 water operators and 11 people in the field with GPS in all trucks and iPads with all staff. Two of the trucks have a SCADA interface in them. "What helps me in getting samples in an efficient manner is the operator's ability to operate the system remotely via SCADA in the truck," says Halvorson. "With this, the operator can have the required wells running for a while before I get there, so it's a quality, representative sample."

As is the case with every water system, the quantity and quality of drinking water is paramount. Reliable service is necessary. Rochester Public Utilities serves a city that has been used to challenges from nature, and it is determined to not allow anything to disrupt the water service to Rochester residents.



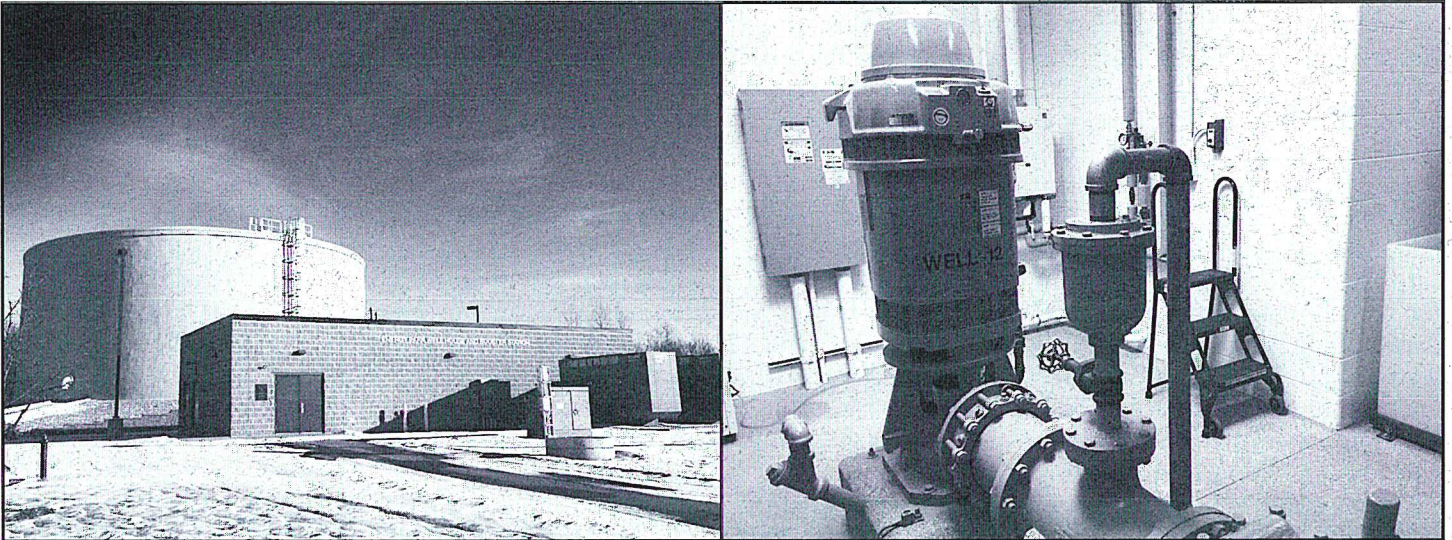
Left: Doug Klamerus and Cary Johnson in front of Well 41. Right: Rochester Public Utilities Scott Rendler in a SCADA truck.

Invisible Heroes Videos Highlight Drinking Water Providers

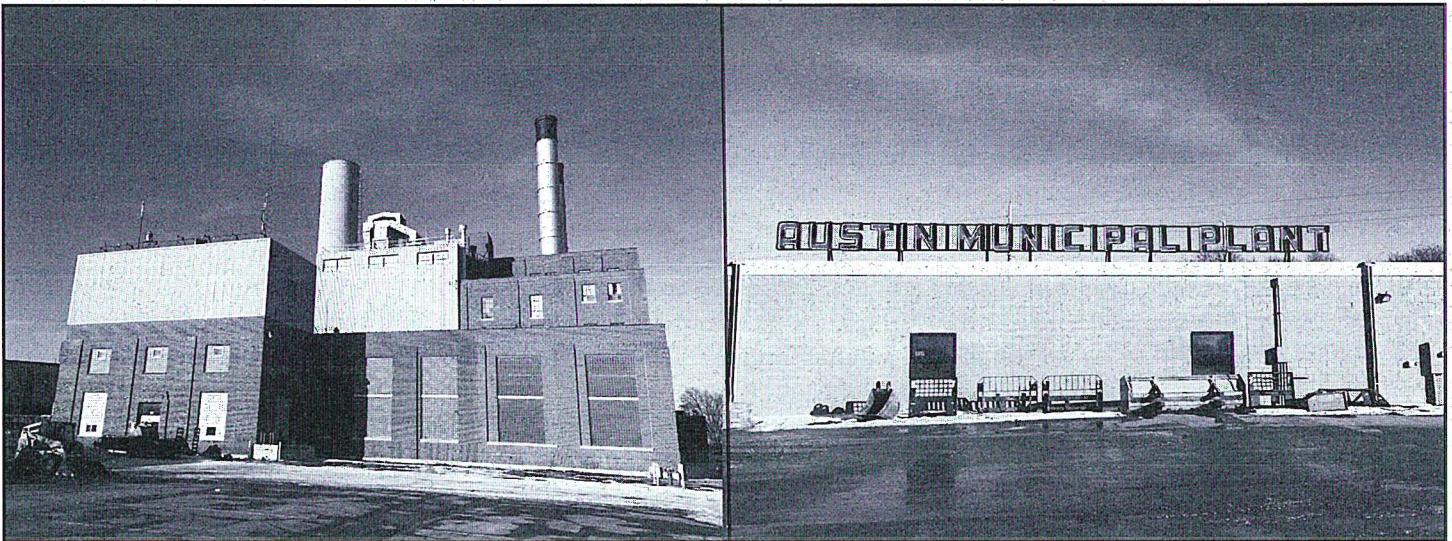
The Minnesota Department of Health has produced a series of *Invisible Heroes* videos, profiling water systems in Fairmont, St. Cloud, St. Martin, Worthington, New Brighton, and Oakdale. Each of these systems has overcome challenges to continue to provide safe drinking water to its residents. The videos are available on the MDH web site:

Invisible Heroes Videos: <http://www.health.state.mn.us/divs/eh/water/videos.html>

Austin Utilities Increases Capacity to Service Major Spam Producer



Austin Utilities in Austin, Minnesota, opened a new municipal service center in July 2016, just to the north of a new well and above-ground storage facility. Well 12, which went on-line in 2013, was the city's first new well since 1977. It was constructed after Hormel Corporation, manufacture of Spam and other cured meats, approached Austin Utilities about obtaining all of its water from Austin. The utility determined it could handle the increased demand, approximately 3.5 million gallons per day, with a high-capacity well and 2-million storage tank along with a mile of 16-inch pipe to get the water into its distribution system. Hormel had been a noncommunity public water system. It worked with the Minnesota Department of Health to seal its wells and connect to the municipal supply. The utility bonded for the construction of the well, tank, and pipes and will benefit from the increased revenues by the sale of its water to Hormel. Austin has eight wells, ranging in depth from 110 to 1,075 feet, that draw from the Prairie du Chien-Jordan, Spillville, and St. Peter aquifers. The water is treated with chlorine, fluoride, and a polyphosphate. In late 2017 Austin began demolishing its downtown power plant (below left), which contained the original municipal wells. Austin Utilities will be working with staff from the Minnesota Department of Health to make sure all the abandoned wells are sealed. The letters from the historic sign atop the power plant were moved to one of the existing buildings at the municipal service center. Todd Jorgenson, the gas and water operations director, said the neon in the sign was retrofitted with LED lighting.



Words to Live By

The way to succeed is to double your failure rate.

—Thomas J. Watson, IBM Corporation Founder

The remedy to free-speech controversies is more free speech.

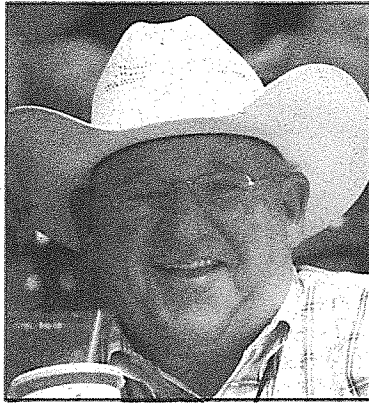
—former University of Minnesota president Nils Hasselmo

If you compete with everyone else, you will become bitter.

If you compete with a previous version of yourself, you will become better.

Jim Sadler Retires

Jim "Bulldog" Sadler retired March 30 after 42 years with the city of Maple Grove. After graduating from Osseo High School in 1970, Jim worked in construction and then joined the Maple Grove street department in November 1976. Five months later he moved to utilities, and he became utilities superintendent in 1998.

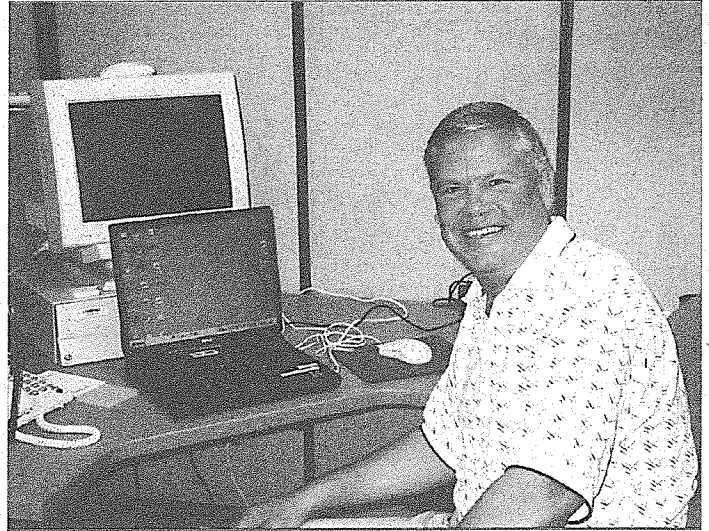


Bulldog (a nickname acquired through American Water Works Association) has been an active member of AWWA for more than 25 years. He has served as a district trustee and chair of Minnesota AWWA, which also presented Jim with the Leonard N. Thompson Award for his service to the water industry.

In addition to keeping water safe, Jim raised horses until 2008 when he switched to cattle. He shows cattle across the country. In January 2012, one of his heifers, Dynamite Kisser, took first in her class at the National Western Stock Show in Denver. Jim will now be able to devote more time to his cattle along with his wife, Gail, who is on the board of the Minnesota State Fair.

Jim says he will continue to be around at AWWA events and will stay connected with his friends and colleagues in the industry.

Mark Sloan Dies



Former Minnesota Department of Health water operator certification officer Mark Sloan died March 9. He was 58.

Mark came to MDH in 2004 with 13 years' experience as a water operator. He had worked on general maintenance on distribution systems, operated a lime-softening water treatment plant, and served as the utility supervisor for water and sewer operations for the city of Richfield. He also worked for G. M. E. Consulting Engineers. He also had experience in construction inspection and materials testing.

Mark was a familiar face at water operator schools and was respected and well-liked by water operators and his co-workers at the health department. He retired in March 2017.

Water Quality Incident? Contact the State Duty Officer

Water operators and superintendents are reminded that they should call the state duty officer at 800-422-0798 in the event of any type of water quality incident. This includes both intentional (break-in or vandalism) and unintentional (contamination, chemical overfeed) events. In addition to the duty officer, personnel should contact law enforcement if the incident was intentional. MDH has the phone numbers and more information on its website at <http://www.health.state.mn.us/divs/eh/water/factsheet/emergency/response.pdf>.

Reminder to All Water Operators

When submitting water samples for analyses, remember to do the following:

- Take coliform samples on the distribution system, not at the wells or entry points.
- Write the Date Collected, Time Collected, and Collector's Name on the laboratory request form.
- Write the Sample Point on the laboratory request form.
- Attach the label to each bottle (do not attach labels to the lab form).
- Include laboratory request forms with submitted samples.
- Use something other than a rollerball or gel pen (the ink may run).
- Consult your monitoring plan(s) prior to collecting required compliance samples.

Notify your Minnesota Department of Health district engineer of any changes to your systems.

If you have questions, call the Minnesota Department of Health contact on the back of all sample instruction forms.



Environmental Health Division

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CALENDAR

Minnesota Section, American Water Works Association

September 18-21, Annual Conference, Duluth Entertainment Convention Center. Contact Rob Isabel, 651-252-3716.

October 17, Central Water Operators School, St. John's University, Collegeville. Contact Bill Schluenz, 320-252-6822.

*October 23-25, Northwest Water Operators School, Holiday Inn Lakefront, Detroit Lakes. Contact Dan Portlock, 218-329-3875.

Information for all district schools, including agendas:
<http://www.health.state.mn.us/water/wateroperator/trng/schoolagendas.html>

Suburban Utility Superintendents Association (SUSA)

*October 31, Shoreview. Contact Eric Volk, 763-635-1361.

Minnesota Rural Water Association (MRWA)

Contact Kyle Kedrowski or Teri Osterman, 800-367-6792.

*June 14, Safe Drinking Water Act Compliance, Wahkon

*July 11, Safe Drinking Water Act Compliance, Rushford

*October 3, Safe Drinking Water Act Compliance, Zumbrota

*October 10-12, Certification Workshop, St. Cloud

*November 7, Safe Drinking Water Act Compliance, Clarks Grove

***Includes a water operator certification exam.**

For an up-to-date list of events, see the training calendar on the MDH web site:
http://health.state.mn.us/water/wateroperator/trng/wat_op_sched.html