



**CITY COUNCIL AGENDA
MONDAY, MARCH 5, 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 – February 20, 2018
 - B. Approval of Renewal Application for Optional Liquor 2 AM License – Monte’s
 - C. Contractor’s Request for Payment No. 4 – Final - Visu-Sewer, Inc.
 - D. Correspondence
7. CODE ENFORCEMENT REPORT
8. ORDINANCES AND/OR RESOLUTIONS
 - A. Ordinance No. 446 Amending the Spring Lake Park Zoning Code Regarding Commercial/Industrial Parking or Loading Facilities Setbacks; PUD Requirements
9. ENGINEER’S REPORT
10. REPORTS
 - A. Beyond the Yellow Ribbon Report
11. OTHER
 - A. Administrator Reports
12. ADJOURN

**SEE REVERSE SIDE FOR RULES FOR PUBLIC HEARINGS AND
DISCUSSION FROM THE FLOOR**

RULES FOR DISCUSSION FROM THE FLOOR AND PUBLIC HEARINGS

DISCUSSION FROM THE FLOOR

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

PUBLIC HEARINGS

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

The following format will be used to conduct the hearing:

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

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council was held on February 20, 2018 at the Spring Lake Park Community Center, 1301 81st Avenue N.E., at 7:00 P.M.

1. Call to Order

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

2. Roll Call

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

Members Absent: None

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

Visitors: Paddy Jones, Ham Lake
Tom Busch, 1006 103rd Avenue NE, Blaine

3. Pledge of Allegiance

4. Additions or Corrections to Agenda

Mayor Hansen requested that the Attorney's Report be removed from the agenda, as Attorney Thames was not in attendance.

5. Discussion From The Floor

Tom Busch thanked the Council for their support of honoring his father and the naming of the ballfield after him. He provided a summary of the events and projects that his father had a significant role assisting with.

6. Consent Agenda:

Mayor Hansen reviewed the following Consent Agenda items:

- A. Approval of Minutes – February 5, 2018
- B. Disbursements
 1. General Fund Disbursement Claim No. 18-01 -- \$475,353.56
 2. Liquor Fund Disbursement Claim No. 18-02 -- \$ 64,928.13
- C. Budget to Date – January 2018
- D. Contractor's Licenses
- E. Approval of Right of Way Application - Comcast
- F. Approval of Statement of Values
- G. Approval of Simple Recycling Contract
- H. HVAC Replacement and Repair – 8466 Central Avenue NE
- I. 2018 First Half of Suburban Rate Authority Assessment
- J. Correspondence

Councilmember Wendling inquired on the Minnesota Pollution Control Agency (MPCA) correspondence regarding the removal of the petroleum tank at 8316 Westwood Drive NE. He inquired if there was a way the City could check how many houses currently have above ground storage tanks in the City.

Building Official Brainard stated that this particular tank has been removed and soil tests are required to be submitted to the MPCA. He said that there is no way of knowing the number of tanks; however, it must be disclosed at the time a property is sold. He reported that if there is a tank on the property that is not being used, it must be capped.

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

7. Police Report

Police Chief Ebeltoft reviewed the January 2018 department statistics.

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

Chief Ebeltoft reported that as of January 1, 2018, the Police Department walk-up window at City Hall will be open on Saturday's from 10:00 AM to Noon for business. He stated that this change was established to give the public a chance to conduct business that would they would not be able to be completed during the normal business hours during the week.

Chief Ebeltoft noted a correction to his December 2017 Police Report to the Council. He stated that one of the administrators of the Reserve Program was Officer Bonesteel. He noted that, although, Officer Bonesteel does participate in different programs of the Police Department, he does not administer the Reserve Program. Chief Ebeltoft clarified that the Reserve Program administrators are Officer Chlebeck and Officer Bennek. He thanked these officers for their dedication and professionalism they have and bring to the program.

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

Councilmember Nelson expressed his gratitude and praised the Reserve members for being very driven and dedicated to the program and the Police Department.

9. Parks and Recreation Report

Parks and Recreation Director Rygwall reported that the Parks and Recreation Commission met and reviewed and made changes to the five year Park Improvement Plan. She reported that they held their election of officers with Mark Hoard as Chairman and Barb Harlan as Vice Chair.

Ms. Rygwall reviewed the department statistics and the upcoming trips that will include a trip to Chattanooga. She stated that the Recreation Department will be implementing an updated registration system and staff has been preparing information and making decisions on programming. She reported that the target date for the new system is April 15, 2018.

Ms. Rygwall reported that the Spring Lake Park Lions Club provided a check for \$3,000 to help fund the community garden that will be located in Sanburnol Park. She stated that registration has started for youth and adult co-rec softball leagues. She reported that the first Tower Days Committee meeting took place and the committee started making preliminary plans for the June celebration.

11. New Business

A. Authorize Purchase of Five Public Works Department Vehicles

Public Works Director Randall reported that he is seeking authorization to purchase five new vehicles for the Public Works Department. He stated that the new vehicles will replace three 1998 Chevrolet trucks and a 1994 Ford F350 one ton truck that have all been used for twenty years. He stated that the 2008 trucks will be used for another ten years. He reported that the City has a 2008 Chevrolet Utility truck that will be utilized by the Parks Department for sprinkler and playground repairs.

Mr. Randall reported that he received a price quote from Ranger Chevrolet in Hibbing. The prices are from the state contract. The price quote is as follows:

3	-	2018 Silverado 4x4	(\$27,501.06/each)	\$82,503.18
		(These vehicles will be equipped for snowplows and trailer brakes)		
1	-	2018 Silverado 3500 2 Wheel Drive with box		\$24,3841.40
		(This vehicle will be used by the Utilities)		
1	-	2018 Silverado 3500 Dual Wheel 4x4 with no box		<u>\$ 30,793.00</u>
				\$137,677.58

Mr. Randall reported that the prices do not include tax, as it will be paid when the licensing of the vehicles takes place and the quote does not include accessories. He stated that he is currently in the process of obtaining. He reported that the one-ton 2WD truck will be paid from the Public Utilities Renewal and Replacement fund and the four other vehicles were budgeted in the 2018 Equipment Certificate.

Councilmember Wendling inquired if the block heaters were necessary on the vehicles. Mr. Randall explained that there could be times that the vehicles are parked outside in the colder temperatures and it is easier on the engine if it is warm.

Councilmember Goodboe-Bisschoff inquired if the vehicles would need to be picked up in Hibbing. Mr. Randall reported that the vehicles would be delivered to the City.

Councilmember Nelson inquired if the old vehicles will be sent to auction as past vehicles have. Mr. Randall stated that they would be and the funds received would be placed back in the 2018 Equipment Certificate fund.

Councilmember Delfs inquired if the price quote for the accessory items will be presented later. Mr. Randall answered affirmatively and stated that the accessories often take up to 90 days to get once they have been ordered.

Mayor Hansen thanked the Public Works Department for their hard work and dedication. She also thanked Mr. Randall for keeping the vehicles in good working order for many years and in the all seasons.

MOTION MADE BY MAYOR HANSEN TO APPROVE PURCHASE OF FIVE PUBLIC WORKS VEHICLES, INCLUDING THE TAX AND LICENSE FEES. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

B. 525 Osborne Road Property Discussion

Administrator Buchholtz reported that he received a call from Scott Lepak, General Counsel for the North Suburban Hospital District, regarding the status of the 525 Osborne Road property.

Administrator Buchholtz stated that the North Suburban Hospital District is seeking to dissolve in 2018. He reported that Mr. Lepak stated that there has been limited interest in the 525 Osborne Road property to this point and inquired if the City would have any interest in receiving the property in lieu of a cash distribution. He stated that the property has been appraised at \$750,000.

Administrator Buchholtz reported that staff is seeking direction from the City Council on this matter. He stated that if the City Council has no interest, he would inform Mr. Lepak of the City Council decision or if there is interest in this matter, a future works session could be scheduled.

Councilmember Delfs inquired if the cash disbursement option were to be taken, would any of the funds be distributed back the taxpayers. Administrator Buchholtz stated that the funds would be distributed to the City for purposes deemed fit by the City Council.

The consensus of the City Council was to schedule a work session on Monday, March 5, 2018, at 5:30 PM.

12. Engineer's Report - None

13. Reports

A. Administrator Reports

Administrator Buchholtz congratulated Building Official Brainard for receiving the 2017 Building Code Official of the Year award from the Association of Minnesota Building Code Officials.

Administrator Buchholtz reminded the Council that Life Prep Academy will be holding an open house and ribbon cutting ceremony on Friday, February 23, 2018.

Administrator Buchholtz stated that the phone and voicemail system was upgraded at City Hall on February 19, 2018. He reported that he attended the senior Valentine lunch and it was very well attended.

14. Other

Councilmember Nelson reminded the residents of the pork chop dinner will be held on February 26, 2018 at Kraus Hartig VFW.

15. Adjourn

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

The meeting was adjourned at 7:40 PM.

Cindy Hansen, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer



Renewal Application for Optional Liquor 2AM License

License Type: 2AM-500K+

Expires On: April 1, 2018

ID Number: 20026

DBA

Montes of Spring Lake Park Inc.
Monte's Sports Bar
8299 University Ave NE
Spring Lake Park MN 55432

Business Phone: 7637842230

If any of the above license information is not correct, please make corrections as necessary.

Licensee must report previous 12 month on sale alcoholic beverage gross receipts by checking one of the boxes below. Next to the box you check is your 2 AM license fee. Make check payable to: Alcohol and Gambling Enforcement Division (AGED). Mail this application and check to: AGED, 445 Minnesota St., Suite 222, St. Paul, MN 55101-5133.

- \$300 2 AM license fee - Up to \$100,000 in on sale gross receipts for alcoholic beverages
- \$750 2 AM license fee - Over \$100,000, but not over \$500,000 in on sale gross receipts for alcoholic beverages
- \$1000 2 AM license fee - Over \$500,000 in on sale gross receipts for alcoholic beverages
- \$200 2 AM license fee - 3.2% On Sale Malt Liquor licensees or Set Up license holders
- \$200 2 AM license fee - Did not sell alcoholic beverages for a full 12 months prior to this application

Yes No Does the city or county that issues your liquor license allow the sale of alcoholic beverages until 2 AM?

City Clerk/County Auditor Signature _____ Date _____

(I certify that the city or county of _____ approves the sale of alcoholic beverages until 2AM)

Licensee Signature David R. Frick Date 2-15-18

(I certify that I have answered the above questions truthfully and correctly)

Licensee Minnesota Tax ID Number (Required): 5807620

Licensee: Prior to submitting this application to the Alcohol & Gambling Enforcement Division you must have this form signed by your local city or county licensing official

Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division (AGED)
445 Minnesota Street, Suite 222, St. Paul, MN 55101-5133
Telephone 651-201-7500 Fax 651-297-5259 TTY 651-282-6555
dps.mn.gov

FEB 21 2018

PAID

RECEIVED FEB 21 2018

1080



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

February 28, 2018

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

Re: 2017 Sanitary Sewer Lining Project
Project No. 193803782
Contractor's Request for Payment No. 4-FINAL

Dear Mayor and Councilmembers:

Attached for your approval is Contractor's Request for Payment No. 4-FINAL for the 2017 Sanitary Sewer Lining Project. The prime Contractor on this project is Visu-Sewer, Inc.

This request covers sewer lining and grouting work as noted on Visu-Sewer invoice 29192. This is the final payment for the project. Terry Randall completed the construction oversight. Previous contractor payments for the project were:

Payment 1 (Sept. 2017)	\$147,747.33
Payment 2 (Nov. 2017)	\$102,686.92
Payment 3 (Dec. 2017)	\$ 18,012.00

We have reviewed the contractor's payment request information and found it to be in order. We recommend approval. **If the City wishes to approve this request, then payment should be made to Visu-Sewer, Inc. in the amount of \$23,848.75.**

Please execute the payment request documents. Keep one copy for your records, forward two copies to Visu-Sewer, Inc. (one for them and one for their bond company), and return one copy to me. The Contractor will be providing lien waivers and IC-134 proof of tax withholding forms for the city's records.

Feel free to contact Harlan Olson or me if you have any questions.

Regards,
STANTEC

Phil Gravel
City Engineer

Enclosures



Owner: City of Spring Lake Park, 1301 81st Ave. NE, Spring Lake Park, MN 55432	Date: February 28, 2018
For Period: 11/30/2017 to 2/28/2018	Request No: 4/FINAL
Contractor: Visu-Sewer, Inc., W230 N4855 Betker Dr., Pewaukee, WI 53072	

CONTRACTOR'S REQUEST FOR PAYMENT
 2017 SANITARY SEWER LINING PROJECT
 STANTEC PROJECT NO. 193803782

SUMMARY

1	Original Contract Amount		\$	288,261.50
2	Change Order - Addition	\$ 5,200.00		
3	Change Order - Deduction	\$ 0.00		
4	Revised Contract Amount		\$	293,461.50
5	Value Completed to Date		\$	292,295.00
6	Material on Hand		\$	0.00
7	Amount Earned		\$	292,295.00
8	Less Retainage 0%		\$	0.00
9	Subtotal		\$	292,295.00
10	Less Amount Paid Previously		\$	268,446.25
11	Liquidated damages -		\$	0.00
12	AMOUNT DUE THIS REQUEST FOR PAYMENT NO.	<u>4/FINAL</u>	\$	<u>23,848.75</u>

Recommended for Approval by:

STANTEC

Phil Howard 2/28/18

Approved by Contractor:

VISU-SEWER, INC.

Per Invoice 29192

Approved by Owner:

CITY OF SPRING LAKE PARK

Specified Contract Completion Date:

Date:

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
BASE BID:							
1	MOBILIZATION	LS	1	600.00		1	\$600.00
2	TRAFFIC CONTROL	LS	1	100.00		1	\$100.00
3	SEWER REHABILITATION, 8 or 9-INCH CIPP	LF	10730	20.25	400	11512	\$233,118.00
4	HYDROPHILIC END SEAL	EA	66	76.50		78	\$5,967.00
5	TRIM PROTRUDING TAP	EA	1	350.00		1	\$350.00
6	CLEAN AND INSPECT SERVICE LATERAL CONNECTION	EA	34	320.00		5	\$1,600.00
7	GROUT SERVICE LATERAL CONNECTION	EA	200	270.00	6	168	\$45,360.00
	TOTAL BASE BID:						<u>\$287,095.00</u>
CHANGE ORDER NO. 1							
1	DEWATERING	LS	1	5200.00		1	\$5,200.00
	TOTAL CHANGE ORDER NO. 1						<u>\$5,200.00</u>
	TOTAL BASE BID:						\$287,095.00
	TOTAL CHANGE ORDER NO. 1						<u>\$5,200.00</u>
	WORK COMPLETED TO DATE:						<u>\$292,295.00</u>

PROJECT PAYMENT STATUS

OWNER CITY OF SPRING LAKE PARK
STANTEC PROJECT NO. 193803782
CONTRACTOR VISU-SEWER, INC.

CHANGE ORDERS

No.	Date	Description	Amount
8/24/2017	1/1/1900	This Change Order provides for additional work on this project. See Change Order.	\$5,200.00
Total Change Orders			\$5,200.00

PAYMENT SUMMARY

No.	From	To	Payment	Retainage	Completed
1	09/01/2017	09/13/2017	147,747.33	7,776.17	155,523.50
2	09/14/2017	11/01/2017	102,686.92	13,180.75	263,615.00
3	11/02/2017	11/29/2017	18,012.00	14,128.75	282,575.00
4/FINAL	11/30/2017	02/28/2018	23,848.75		292,295.00

Material on Hand

Total Payment to Date		\$292,295.00	Original Contract	\$288,261.50
Retainage Pay No. 4/FINAL			Change Orders	\$5,200.00
Total Amount Earned		\$292,295.00	Revised Contract	\$293,461.50

CITY OF SPRING LAKE PARK
 1301 - 81ST AVE NE
 SPRING LAKE PARK, MN 55432

INVOICE NUMBER: 29192
 INVOICE DATE: 1/31/2018

ATTN: ACCOUNTS PAYABLE
 RE: 2017 SEWER CIPP
 PAY ESTIMATE # 4/ FINAL

CUSTOMER NO. 1207
 JOB NO. 17178M

ITEM	DESCRIPTION	EST. QTY	U/M	PRICE	COMPLETED		AMOUNT
					THIS PERIOD	TO DATE	
1	MOB	1	LS	600.00		1.00	600.00
2	TRAFFIC CONTROL	1	LS	100.00		1.00	100.00
3	8"-9" CIPP	10,730	LF	20.25	400.00	11,512.00	233,118.00
4	HYDROPHILIC END SEAL	66	EA	76.50		78.00	5,967.00
5	TRIM TAP	1	EA	350.00		1.00	350.00
6	CLEAN & INSPECT LATERAL	34	EA	320.00		5.00	1,600.00
7	GROUT LATERAL	200	EA	270.00	6.00	168.00	45,360.00
A	CHANGE ORDER #1	1	LS	5,200.00		1.00	5,200.00

PLEASE REMIT TO:
 VISU-SEWER, INC.
 P.O. BOX 804
 PEWAUKEE, WI 53072-0804

TOTAL WORK COMPLETED 292,295.00 ✓

LESS 0% RETAINAGE

LESS PREVIOUS PAYMENTS 271,886.70 ?

TOTAL AMOUNT DUE 20,408.30 ?

Handwritten:
 268,446.25
 271,886.70
 20,408.30
 23,848.75

DUE UPON RECEIPT OF INVOICE.
 A SERVICE CHARGE OF 1 1/2 % PER MONTH MAY
 BE CHARGED ON ALL PAST DUE ACCOUNTS.

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

Contractor's Licenses

March 5, 2018

Mechanical Contractor

A & M Heating & Air Conditioning

Lee's Heating & Air, LLC.



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

REPORT

TO: Spring Lake Park City Council
FROM: Barry L. Brainard, Code Enforcement Director
RE: Code Enforcement Monthly Report for February 2018
DATE: February 28, 2018

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

In February 2018, a total of 8 building permits were issued compared to 12 in 2017. 7 mechanical permits were issued in February 2018, compared to 10 in 2017. 6 Plumbing permit issued in February 2018, in comparison to 4 in 2017. 2 Fire permit issued in February 2018, compared to 2 in 2017.

Construction on the School District #16 Early Childhood Addition and Renovation at 1415 81st Avenue, has recently commenced. On February 8, 2018, Building Permit number 2018-00032 was issued to Kraus-Anderson at a total construction valuation of \$5,500,000.00. I met with Kraus-Anderson Project Supervisor, Todd Bonney to discuss emergency exit requirements to be maintained during the demolition and construction at the site prior to issuing a permit for construction and demolition. Other construction of note is the issuance of demolition permit number 2018-00046, on February 23, 2018, to Substance Church located at 8299 Central Avenue. Demolition of the existing east side of the building removing many of the old walls left by Medtronic's. Future plans are to include additional classrooms and conference rooms.

On February 13, 2018, I was awarded the 2017 Code Enforcement Official of the Year by the Association of Minnesota Building Officials at the International Code Council Regions III conference in Chaska. I am very honored and thankful to accept this award from my fellow colleagues and professional enforcement officials. I also wish to thank the Spring Lake Park Permit Technician, Kristine Pearson for nominating me for this high honor. It means that much more to me when I know the person I have worked closely with for over 18 years thinks highly enough to nominate me for an award such as this.

Also attached with this report, please find the February 2018 Spring Lake Park vacancies listings. The listings include both residential and commercial properties indicating vacant and foreclosure properties as well as upcoming Sheriff Sales. February 2018 vacancy listing summarizes the following:

- 17 vacant/foreclosed residential properties currently posted by the Code enforcement department and/or soon to be posted. Up two from last month.
- 2 vacant/foreclosed commercial properties currently posted by the Code Enforcement department and/or soon to be posted. Remains the same from last month.
- 5 residential properties currently occupied and ready for Sheriff Sale's redemption. Down six from last month.

I did not post any abandoned and/or vacant property notices in the month of February. I did however, issued ten Administrative Offense Tickets with six violation notices. Nine of the A.O.'s were issued for failure to register rental property for 2018.

My time allotted for Code Enforcement in February is as follows:

Building Inspections:	78%
Mechanical Inspections:	6%
Plumbing Inspections:	4%
Rental Inspections:	0%
Fire Inspections:	5%
C.O./Nuisance Inspections:	2%
Zoning Inspections:	5%

In February of 2018, I also attended the following appointments:

- ICC Region III Educational Institute in Chaska February 12th – 16th.
- Employee Safety Training February 28th.
- City Council meeting February 5th and 20th.
- North Suburban Building Officials meeting at Arden Hills City Hall on February 27th.
- Planning Commission meeting on February 26th

This month I am attaching the "Property Line Information" handout for your information. This handout is provided for any Spring Lake Park property owner that is looking to locate their property lines when applying for a building or zoning permit.

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

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

Issued Date From: 2/1/2018 To: 2/28/2018
 Permit Type: All Property Type: All Construction Type: All
 Include YTD: Yes Status: Not Voided

Permit#	Date Issued	Site Address	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	State Surcharge	Park Fees	SAC Units	SAC Fees	WAC Fees	Total Fees
Permit Type: BUILDING													
Permit Kind: COMMERCIAL PAINT BOOTH													
2018-00036	02/21/2018	8466 CENTRAL AVE NE	0	0	20,000.00	373.54	242.80	10.00					626.34
Permit Kind: COMMERCIAL REMODEL													
2018-00032	02/08/2018	1415 81ST AVE NE	0	0	5,500,000.00	29,588.06	19,232.24	1,525.00					50,345.30
Permit Kind: PUBLIC ADDITION													
2018-00035	02/12/2018	652 83RD AVE NE	0	0	4,023.00	112.48		2.01					114.49
Permit Kind: SINGLE FAMILY DOOR REPLACEMENT													
2018-00028	02/08/2018	733 BALLANTYNE LN NE	0	0	1,500.00	70.96	46.12	0.75					117.83
Permit Kind: SINGLE FAMILY EGRESS WINDOW													
2018-00044	02/22/2018	8098 MADISON ST NE	0	0	2,500.00	87.59		1.25					88.84
Permit Kind: SINGLE FAMILY ROOFING													
2018-00033	02/06/2018	8274 POLK ST NE	0	0	12,000.00	242.82		6.00					248.82
Permit Kind: SINGLE FAMILY SIDING													
Permit Kind: SINGLE FAMILY STRUCTUAL													
Permit Kind: SINGLE FAMILY WINDOW REPLACEMENT													
2018-00045	02/23/2018	637 83RD AVE NE	0	0	5,989.00	144.60		2.99					147.59
2018-00039	02/20/2018	8331 ABLE ST NE	0	0	13,995.00	275.42		7.00					282.42
Permit Type: BUILDING - Totals													
	Period		8	0	5,560,007.00	30,895.47	19,521.16	1,555.00					51,971.63
	YTD		19	0	5,653,876.40	32,933.02	19,744.88	1,601.93					54,269.83

Permit Type: FIRE ALARM

Permit Kind: COMMERCIAL FIRE ALARM
 2018-00030 02/05/2018 7777 UNIVERSITY AVE NE 0

Permit#	Date Issued	Site Address	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	State Surcharge	Park Fees	SAC Units	SAC Fees	WAC Fees	Total Fees
Permit Type: FIRE ALARM													
Permit Kind: MULTI-FAMILY FIRE ALARM													
Permit Type: FIRE ALARM - Totals													
	Period		1	0									100.00
	YTD		2	0									3,750.00
Permit Type: FIRE SUPPRESSION													
Permit Kind: COMMERCIAL FIRE SUPPRESSION													
018-00026	02/12/2018	1628 HIGHWAY 10 NE		0		395.00	30.35	13.00					433.35
Permit Type: FIRE SUPPRESSION - Totals													
	Period		1	0		395.00	30.35	13.00					433.35
	YTD		2	0		453.82	34.17	14.96					497.95
Permit Type: MECHANICAL													
Permit Kind: COMMERCIAL HEATING, VENT & AC													
018-00041	02/23/2018	8466 CENTRAL AVENUE		0		290.00		7.25					297.25
Permit Kind: MULTI-FAMILY HEATING, VENT & AC													
018-00034	02/12/2018	1066 HIGHWAY 10 NE		0		176.14		1.00					177.14
Permit Kind: SINGLE FAMILY HEATING, VENT & AC													
Permit Kind: SINGLE FAMILY HVAC - RESIDENTIAL SINGLE													
018-00043	02/22/2018	733 HOLLAND LN NE		0		40.00		1.00					41.00
018-00038	02/13/2018	762 IONE AVE NE		0		40.00		1.00					41.00
018-00040	02/21/2018	7800 TAYLOR ST NE		0		40.00		1.00					41.00
018-00027	02/01/2018	8129 TAYLOR ST NE		0		40.00		1.00					41.00
018-00031	02/05/2018	8039 VAN BUREN ST NE		0		40.00		1.00					41.00
Permit Type: MECHANICAL - Totals													
	Period		7	0		666.14		13.25					679.39
	YTD		18	0		1,166.14		24.25					1,190.39

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

Permit Type: PLUMBING

Permit Kind: COMMERCIAL PLUMBING

2018-00029	02/06/2018	8466 CENTRAL AVE NE	0	0		85.00		1.00					86.00
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Permit Kind: MULTI-FAMILY PLUMBING

2017-00509	02/21/2018	1628 HIGHWAY 10 NE	0	0		85.00		1.00					86.00
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Permit Kind: SINGLE FAMILY PLUMBING

2018-00047	02/26/2018	580 BALLANTYNE LN NE	0	0		45.00		1.00					46.00
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2018-00049	02/28/2018	1323 COUNCIL OAKS DR NE	0	0		45.00		1.00					46.00
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2018-00037	02/12/2018	8097 GARFIELD ST NE	0	0		45.00		1.00					46.00
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2018-00042	02/22/2018	733 HOLLAND LN NE	0	0		45.00		1.00					46.00
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Permit Type: PLUMBING - Totals

Period	6	0				350.00		6.00					356.00
YTD	9	0				485.00		9.00					494.00

Permit Type: ZONING

Permit Kind: SINGLE FAMILY FENCE

Permit Type: ZONING - Totals

Period	0	0											
YTD	1	0				45.00							45.00

Report Total

Period	23	0				\$5,560,007.00	32,306.61	19,551.51			1,587.25		53,540.37
YTD	51	0				\$5,653,876.40	35,082.98	19,779.05			1,650.14		60,247.17



CITY OF SPRING LAKE PARK
CODE ENFORCEMENT
1301 81st Avenue NE
Spring Lake Park, MN 55432
Business Phone 763-784-6491
Fax 763-792-7257



PROPERTY LINE LOCATIONS

Information that may assist you in locating your property lines

Why is it important to locate property lines?

Before performing any construction on your property, including building a fence, driveway, deck, gazebo, shed, garage, or an addition to your home, it is necessary to establish where your property lines are located. This provides evidence the building inspector need to verify that a project is within the setbacks required by both zoning laws and building codes. Buildings outside of required setbacks or over wrongly assumed property lines may result in moving or dismantling your building in which can be costly and time consuming. If you don't know the location of the property line, you can investigate by using one or more of the methods described below. The City of Spring Lake Park does not provide the service to locate or issue a copy of your survey for your property.

Property lines often are casually delineated by where you and your neighbor mow lawns, plant flower beds, or maintain fences. These delineated borders may not be the actual property lines, even though you and your neighbor may believe this to be the case. Problems may arise when either property is sold and/or property lines are found not to be where they had been assumed to be located.

Do not assume that utility poles, boxes, or sidewalk edge indicate property line locations. In front and corner lots, street curbs are rarely located on the actual property line. These property lines are generally somewhere between 12-16 feet behind the back curbing edge on roads in Spring Lake Park.

How to locate property lines.

The first step in finding your property lines is to determine the dimensions of your property lot. You can get this information from your deed or from a plat map obtainable from the Spring Lake Park Administration Offices. If you have a certificate of survey with the as-built location of your home, you can measure from your home exterior wall to locate your property line. Use caution when using a certificate of survey, as some show a proposed location of the home before it was built rather than the actual location.

Another possible way of locating your property line is by locating your property pins. Often these are located at the corners of your lot and/or at the beginning of a curve if your property curves such as with a cul-de-sac lot. Ask your adjoining neighbors if they have recently located their pins for properties. This could save you trouble of having to find them yourself. If no one knows where they are, you may wish to use a shovel to probe the area of the ground where they are assumed to be located. Using a metal or magnetic locator can greatly assist in your search for your property pins as they sometimes can be as much as a foot or more in the ground. Always contact Gopher State One Call at 1-800-252-1166 or 651-454-0002 before you dig and search for your property pins.

Many properties in Spring Lake Park were originally surveyed many years ago and since that time may have been removed. If this is the case, your property corner pins may be located by measuring from the opposite pins of your neighbor's property with their permission, or other pins on the block where the locations are known.

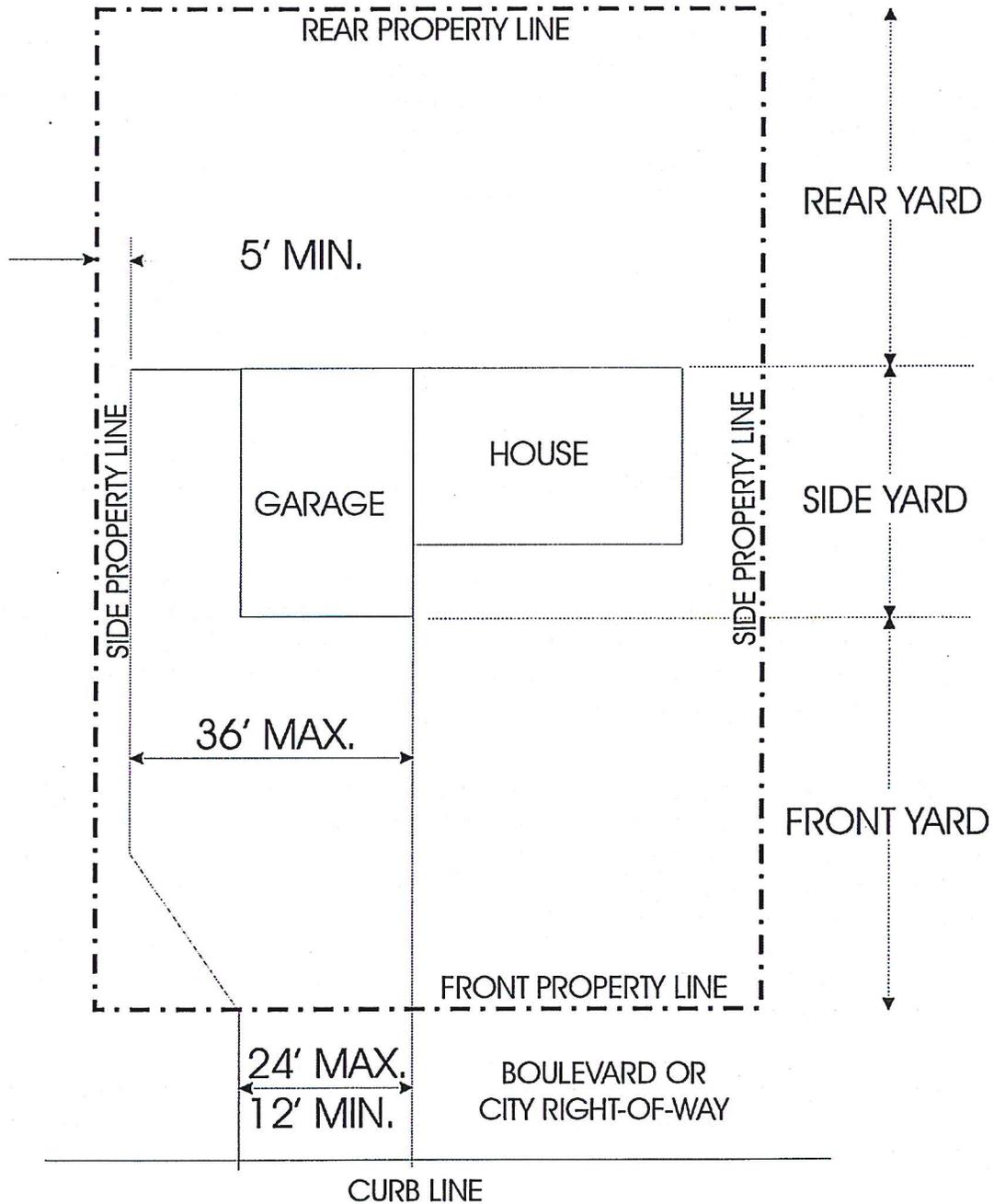
When Professional surveys are necessary.

If your property lines cannot be determined by using the above methods, you may have to hire a professional to survey your lot and put new pins in the ground. You will be responsible for the cost of a new survey.

Listed below for your information are registered surveyors available in the area.

- Acre Land Surveying 763-238-6278
- EG Rud & Sons, Inc. 651-361-8200
- Hoium & Associates 763-421-7822
- Hult & Associates 651-464-3130
- Kemper & Associates 651-631-0351
- Midwest Land Surveyors 763-712-9099
- Plowe Consulting Engineers 651-361-8210
- Swenson Land Surveying 763-427-1020

Please consult your local business yellow pages for additional and updated business information.



TYPICAL SLP PROPERTY DETAILS

No to Scale



Memorandum

To: Mayor Hansen and Members of the Planning Commission

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

Date: March 1, 2018

Subject: Ordinance Amending Commercial/Industrial Parking Setbacks; PUD Requirements

City staff has received inquiries from commercial/industrial property owners about parking lot setbacks. The setback language is unclear as it is not listed in a performance standard table within Appendix E and is only partially listed in the text within Section 153.132 of the Zoning Code.

In order to clarify the parking setback standards for commercial and industrial districts within the City Code, staff has drafted an amendment to the City Code adding parking lot setbacks to Section (B) of Appendix E.

The proposed parking setbacks are generally consistent with the existing City Code, with the following exceptions:

- Staff has established a new front yard setback for the commercial districts at 25 feet. The current code could be interpreted that parking would not be allowed in front of the existing front yard setback of 40 feet, which would be a hardship and inconsistent with land uses across the City. The 25 foot front yard parking setback is also a standard setback in many communities around Spring Lake Park.
- The side & rear yard parking setback was 15 feet in the I-1 district, with the exception of when a parking lot is adjoining another parking lot. Then, the setback would be zero. The proposed ordinance establishes the setback at 10 feet normally, and 20 feet when the parking lot abuts a residential property. This is consistent with the commercial districts. In addition, the zero setback provision would be repealed.

With the setback language in Appendix E, provisions 153.132(B) and (C) will be repealed.

There is also a reference error in Section 153.151(B)(1) of the City Code. Section 3 of the ordinance corrects the reference.

The Planning Commission, after holding a public hearing on the proposed ordinance, recommended approval. If you have any questions, please don't hesitate to contact me at 763-784-6491.

ORDINANCE NO. 446

AN ORDINANCE AMENDING SPRING LAKE PARK ZONING CODE REGARDING COMMERCIAL/INDUSTRIAL PARKING OR LOADING FACILITIES SETBACKS; PUD REQUIREMENTS

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

Section 1. Section (B) of Appendix E of Chapter 153 of the Spring Lake Park City Code is amended as follows:

(B) Minimum non-residence district dimensional requirements

Dimension	District			
	C-1	C-2	C-3	I-1
<u>Parking or loading facilities setback, front yard/corner side yard; minimum</u>	<u>25 feet</u>	<u>25 feet</u>	<u>25 feet</u>	<u>25 feet</u>
<u>Parking or loading facilities setback, rear yard; minimum</u>	<u>10 feet</u>	<u>10 feet</u>	<u>10 feet</u>	<u>10 feet</u>
<u>Parking or loading facilities setback, rear yard, if adjacent to any residence district; minimum</u>	<u>20 feet</u>	<u>20 feet</u>	<u>20 feet</u>	<u>20 feet</u>
<u>Parking or loading facilities setback; side yard; minimum</u>	<u>10 feet</u>	<u>10 feet</u>	<u>10 feet</u>	<u>10 feet</u>
<u>Parking or loading facilities setback; side yard, if adjacent to any residence district; minimum</u>	<u>20 feet</u>	<u>20 feet</u>	<u>20 feet</u>	<u>20 feet</u>

Section 2. Sections 153.132(B) and 153.132(C) of the Spring Lake Park City Code is hereby repealed.

Section 3. Section 153.151(B)(1) of the Spring Lake Park City Code is amended as follows:

- (1) Site and building plan review and approval of final site and building plans is subject to the procedures outlined in ~~§153.055~~ §153.060 of this chapter.

Section 4. Effective Date. The ordinance shall become effective upon adoption and publication.

Passed by the City Council of the City of Spring Lake Park, Minnesota, this ____ day of March, 2018.

Cindy Hansen, Mayor

ATTEST:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

DRAFT PROCEEDINGS

Minutes of the Spring Lake Park Planning Commission regularly scheduled meeting held on February 26, 2018 at the Spring Lake Park Community Center, 1301 81st Avenue N.E., at 7:00 P.M.

1. Call to Order

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

2. Roll Call

Members Present: Commissioners Smith, Bernhagen, Eischens, Cobbs, Dircks and Hansen

Members Absent: None

Staff Present: Building Official Brainard; Planner Nygaard; Administrator Buchholtz and Executive Assistant Gooden

Visitors: Councilmember Delfs
Barbara Goodboe-Bisschoff, Spring Lake Park
Paddy Jones, Ham Lake

3. Pledge of Allegiance

4. Approval of Minutes – January 22, 2018

MOTION BY COMMISSIONER SMITH, SECONDED BY COMMISSIONER EISCHENS, APPROVING THE MINUTES OF JANUARY 22, 2018. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

5. Public Hearing – Ordinance Amendment Regarding Commercial/Industrial Parking or Loading Facilities Setbacks; PUD Requirements

Administrator Buchholtz reported that City staff has received inquiries from commercial/industrial property owners about parking lot setbacks. He stated that the setback language is unclear as it is not listed in a performance standard table within Appendix E and is only partially listed within Section 153.132 of the Zoning Code.

Administrator Buchholtz reported that in order to clarify the parking setback standards for commercial and industrial districts within City Code, staff has drafted an amendment to the City Code adding parking lot setbacks to Section (B) of Appendix E.

Administrator Buchholtz stated that the parking setbacks are generally consistent with the existing City Code, with the following exceptions:

- Staff has established a new front yard setback for the commercial districts at 25 feet. The current code could be interpreted to read that parking would not be allowed in front of the existing front yard setback of 40 feet, which would be a hardship and inconsistent with land uses across the City. The 25-foot front yard-parking setback is also a standard setback in many communities around Spring Lake Park.

- The side and rear-parking setback was 15 feet in the I-1 district, with the exception of when a parking lot is adjoining another parking lot. Then, the setback would be zero. The proposed ordinance establishes the setback at 10 feet normally, and 20 feet when the parking lot abuts a residential property. This is consistent with the commercial districts. In addition, the zero setback provision would be repealed.

Administrator Buchholtz reported that with the setback language in Appendix E, Code provisions 153.132(B) and (C) will be repealed.

Administrator Buchholtz stated that Section 3 of the Ordinance corrects a reference error in Section 152.151(B)(1) of the City Code.

Chairperson Hansen opened the public hearing at 7:06 PM. There was no discussion from the floor. Chairperson Hansen closed the public hearing at 7:07 PM.

Commissioner Smith inquired if there are currently any applications for development that this change would affect their request or place a hold on their project. Administrator Buchholtz stated that there are no current applications at this time.

MOTION MADE BY COMMISSION EISCHENS, SECONDED BY COMMISSIONER DIRCKS TO RECOMMEND APPROVAL ORDINANCE AMENDING SPRING LAKE PARK ZONING CODE REGARDING COMMERCIAL/INDUSTRIAL PARKING OR LOADING FACILITIES SETBACKS; PUD REQUIREMENTS. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

6. Comprehensive Plan Update

Planner Nygaard provided an update on the Comprehensive Plan. She reviewed the project schedule and the next steps that the Planning Commission will be taking to assist in the updating of the plan and reviewed the timeline of events.

Ms. Nygaard led the Commission in a Strengths, Weaknesses, Opportunity and Threats discussion to help consider the key issues, concerns, or characteristics of the City that will assist in the goal-setting portion of the Comprehensive Plan. The discussion focused on the areas of housing, transportation, public facilities and the land use of the city.

Ms. Nygaard will incorporate the ideas and concerns expressed by the Planning Commission into the next step of goal setting and will be hosting an open house in the near future for the residents to offer their input on the same areas.

7. Reports

Administrator Buchholtz welcomed Rick Cobbs to the Commission and congratulated Building Official Brainard on receiving the 2017 Code Official of the Year award from the Association of Minnesota Building Code Officials.

8. Adjourn

MOTION BY COMMISSIONER DIRCKS, SECONDED BY COMMISSIONER SMITH TO ADJOURN. VOICE VOTE: ALL AYES. MOTION CARRIED.

The meeting adjourned at 8:31 PM.



City of Spring Lake Park
Engineer's Project Status Report

To: Council Members and Staff
From: Phil Gravel

Re: **Status Report for 3.5.18 Meeting**
File No.: R-18GEN

Note: Updated information is shown in *italics*.

MS4 Permit (193802936).

Preparing a list for the Public Works Director and the Administrator on implementing the work plan for MS4 items. Annual report and annual public meeting will be completed in June.

Surface Water Management Plan (193803949).

Detailed storm water modeling has been completed. *The model is showing flooding in areas that are known to flood, so the model seems to be appropriately calibrated. We are currently using the storm water model to evaluate proposed conditions to see what can be done to reduce flooding in these areas. We will meet with Terry later this month to discuss preliminary results.*

2017 Sanitary Sewer Lining Project (193803782).

This project includes sanitary sewer lining in the neighborhood east of Able Street and north of 81st Avenue. The Contractor, Visu-Sewer, has completed the remaining work. Terry Randall has reviewed post-lining inspection reports and is working on follow-up items. *Final Contractor's Request for Payment is ready for approval.*

2018 Sanitary Sewer Lining Project (193804547).

This project includes sewer lining in the northeast area of the city. We are currently preparing construction plans and will solicit bids late this spring.

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.

Other issues/projects.

Working with Technical Advisory Committee (TAC) for the Coon Creek Watershed District.

We met with the Public Works Director to discuss the city's water system. We reviewed steps for completing the Water Supply Plan (DNR requirement) and for getting an extension for the city's Wellhead Protection Plan. We also discussed mapping, along with well maintenance and water plant maintenance.

Working with agents for cellular companies (Verizon and T-Mobile) regarding facilities on the water towers.

Continue working Dan and the developer regarding the Hy-Vee development.

Working on site plan construction issues for the Dominion project. Terry Randall is monitoring day-to-day issues on the project.

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

Opening Late 2018!

BRAND-NEW Affordable Independent Senior Community



THE LEGENDS

of Spring Lake Park
SENIOR LIVING



**Spacious &
Affordable
Living**

**1, 2 & 3
Bedrooms
from \$939***



Community Lounge & Lobby



Open Floor Plan Layouts

COMMUNITY AMENITIES:

- ▶ On-site fitness center, theater room, beauty salon & card room
- ▶ Outdoor seating area
- ▶ Heated underground parking (additional cost applies)
- ▶ Community room with kitchen and fireplace
- ▶ Close to grocery stores, restaurants & coffee shops

IN-HOME FEATURES:

- ▶ In-home washer and dryer
- ▶ Large walk-in closets
- ▶ Granite kitchen counters with breakfast bar or center island
- ▶ Pet-friendly (call for details)
- ▶ Private balcony or patio (select homes)
- ▶ 9 foot ceilings
- ▶ Smoke-free living

« More details on the back »



Join our INSIDER LIST
to receive exclusive news & updates!

JOIN ONLINE AT:
LegendsOfSpringLakePark.com
OR BY CALLING:
(763) 392-9803

*Please note this community participates in an affordable housing program. Max household Income Limits are:

- ▶ 1 Occupant: \$37,980 ▶ 2 Occupants: \$43,440 ▶ 3 Occupant: \$48,840
- ▶ 4 Occupants: \$54,240 ▶ 5 Occupant: \$58,620 ▶ 6 Occupants: \$62,940

1066 County Hwy 10 NE | Spring Lake Park, MN 55432 | legends.spring@dominiuminc.com

♿ *Pricing & income limits subject to change. Other restrictions may apply. Call for details.



Pricing:

- ▶ **1 Bedroom \$939*** (740 - 819 square feet)
- ▶ **2 Bedroom \$1,126*** (1,051 - 1,196 square feet)
- ▶ **3 Bedroom \$1,297*** (1,300 - 1,439 square feet)

**Pricing subject to change. Income restrictions apply.*



THE LEGENDS
of Spring Lake Park
SENIOR LIVING

Income Guidelines:

- ▶ The Legends of Spring Lake Park participates in an affordable housing program. Applicants must meet the following income qualifications: The household income is based on GROSS annual income (before any deductions) earned from all sources including wages, social security payments, public assistance, pensions, annuities, interest income, dividends, stocks, bonds, insurance settlements, recurring gifts from family/friends, sales of artwork, etc.

Total household gross income must not exceed the below maximum amounts:

- ▶ 1 Occupant: \$37,980
- ▶ 2 Occupants: \$43,440
- ▶ 3 Occupants: \$48,840
- ▶ 4 Occupants: \$54,240
- ▶ 5 Occupants: \$58,620
- ▶ 6 Occupants: \$62,940

Utilities:

- ▶ Residents are responsible for gas, electric, cable, internet, and phone (water, trash, and sewer are included).
- ▶ Resident pays for cable and internet.

Other Information:

- ▶ Surface parking lot
- ▶ Underground parking (154 stalls): \$80/month
- ▶ 141* storage lockers: \$40/month
- ▶ Appliance Color: White
- ▶ Granite Countertops
- ▶ Cabinet Color: Light Maple
- ▶ Carpet Color & Wall Color: Beige/White
- ▶ Accent Wall: Taupe
- ▶ Majority of apartments have balconies

Deposits:

- ▶ Security Deposit: \$300
- ▶ Application Fee: \$50
- ▶ Pet Deposits: \$75 nonrefundable pet fee Plus \$150/pet deposit (refundable less damages) up to 2 pets per home.
- ▶ \$10 pet rent/month, per pet
- ▶ The following breeds are not allowed: Chow Chow, Doberman, German Shepard, Pit Bulls, Presa Canario, Mastiffs, American Staffordshire, Terrier, Staffordshire Bull Terrier and Rottweilers or any similar breeds/mixtures thereof.

▶ We look forward to serving you when you choose to make your new home at The Legends of Spring Lake Park. Our management team is and will be dedicated to providing you the best home possible.



February 22, 2018

Mr. Dan Buccholtz
City of Spring Lake Park
1301 81st Ave NE
Spring Lake Park, MN 55432

Dear Dan:

Enclosed please find information regarding the 2017 franchise fee payments from Comcast and CenturyLink (page 1, table I) and received by the North Metro Telecommunications Commission on behalf of its member cities.

In keeping with the Joint Powers Agreement, the NMTTC has deducted its approved budget for 2018 from the franchise fee total. The franchise fees retained by each member city are shown on page 1, table III.

Supporting materials, on pages 2 through 59, consist of gross revenue and franchise fee charts and the categorical breakdown of earnings per city, per quarter, as provided by Comcast Corporation and CenturyLink.

If you have any questions regarding these funds, please feel free to contact me at 763-231-2801 or harnson@northmetrotv.com, and I'll be happy to answer any questions you may have.

Sincerely,

A handwritten signature in black ink that reads 'Heidi Arnson'. The signature is fluid and cursive, with the first name 'Heidi' being more prominent.

Heidi Arnson
North Metro Telecommunications Commission

Enclosures

**DISBURSEMENT OF 2017 FRANCHISE FEES
RECEIVED BY CITIES IN 2018**

TABLE I

	MEMBER CITIES FRANCHISE FEES		2018 COMMISSION BUDGET AVAIL	=	FRANCHISE FEES RETAINED BY CITIES
TOTAL:	1,323,907	-	923,907	=	400,000

TABLE II

CITY	2017 CABLE COMPANY REVENUE BY CITY *		TOTAL SYSTEM REVENUE *	=	CITY REVENUE AS % OF SYSTEM REVENUE
Blaine	\$14,533,757	÷	\$26,474,669	=	54.89684%
Centerville	\$922,685	÷	\$26,474,669	=	3.48516%
Circle Pines	\$1,223,863	÷	\$26,474,669	=	4.62277%
Ham Lake	\$3,628,992	÷	\$26,474,669	=	13.70741%
Lexington	\$463,582	÷	\$26,474,669	=	1.75104%
Lino Lakes	\$4,239,047	÷	\$26,474,669	=	16.01171%
Spring Lake Park	\$1,462,743	÷	\$26,474,669	=	5.52507%
TOTAL:	\$26,474,669	÷	\$26,474,669	=	100.00000%

TABLE III

CITY	FRANCHISE FEES RETAINED BY CITIES		CITY REVENUE AS % OF SYSTEM REVENUE	=	TOTAL FRANCHISE FEES RETAINED BY CITY
Blaine	\$400,000	x	54.89684%	=	\$219,587.36
Centerville	\$400,000	x	3.48516%	=	\$13,940.64
Circle Pines	\$400,000	x	4.62277%	=	\$18,491.08
Ham Lake	\$400,000	x	13.70741%	=	\$54,829.64
Lexington	\$400,000	x	1.75104%	=	\$7,004.16
Lino Lakes	\$400,000	x	16.01171%	=	\$64,046.84
Spring Lake Park	\$400,000	x	5.52507%	=	\$22,100.27
TOTAL:	\$400,000	x	100.00000%	=	\$399,999.99

* All amounts are rounded to nearest dollar.

North Metro Telecommunications Commission Meeting Talking Points

February 21, 2018

- ▶ Studio Manager and Instructor, Eric Houston, presented his class "Early Film Treasures" at the Mary Ann Young Senior Center. The class included viewing short films created between 1888 and 1901 and then discussion. He has been asked to teach more classes at the Senior Center. He is also teaching the same class at Spring Lake Park City Hall through the Recreation Department
- ▶ Municipal Producer, Trevor Scholl, has completed a 20 minute video on the Lino Lakes Corrections Facility and Juvenile Detention Center. The intent of the video is to inform the public of the various populations and services within the facility, assure them of the security of the facility, and demonstrate all of the positive work being done there. The NMTV drone was used to shoot aerial video of the facility.
- ▶ NMTV staff completed coverage of the Ham Lake Snow Bowl and will be covering the Lino Lakes Guns and Hoses charity hockey game, and the 2018 version of Arrive Alive with the Blaine Police Department and Blaine High School.
- ▶ The North Metro TV videotape transfer program continues to be booked solid. Staff is able to transfer old family videos, films, and slides to DVDs and digital files for a very reasonable fee.
- ▶ The annual franchise fee payment to the Cities was approved. Checks were delivered to Cities on February 22nd.
- ▶ The Commission and Member Cities have received letters from Comcast notifying us of the Company's interest in renewing the franchise. A resolution was passed by the Commission, "Concerning the Commencement of Renewal Proceedings Under the Federal Cable Communications Policy Act of 1984, As Amended."
- ▶ CenturyLink will no longer be offering its CenturyLink Stream service. This is not the same as the PRISM cable service that they offer in the Member Cities.
- ▶ An error was discovered in the 4th quarter PEG fee payment from Comcast. So far, Comcast has not supplied an explanation, or correction, to the original inquiry. Follow-up requests for information have not yielded any answers. The Commission may consider issuing a franchise violation notice if a response and resolution is not forthcoming.

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

THANK YOU for bringing the holiday spirit to Stepping Stone!



Your generosity not only brought gifts to residents, it showed that someone was thinking of them.



YOU brought the warmth of Christmas.

Residents not only had a warm, safe, secure place to celebrate the holidays, but because of you their hearts were also filled with the warmth that love and dignity brings.

Brothers Sam and Ken sat in the lobby for several days in a row watching while presents were delivered. After the third day, one of the men said, "This is so overwhelming to see. Christmas is so stressful and presents are the last thing on your mind when you have to figure out where you are sleeping and what you are eating." His brother quietly added,

"Presents aren't just good because I get stuff. It's the thought. That means people care about me. About us."

YOU brought the gift of Christmas excitement and magic.

Beth is in her 60s and very quiet. She came to Stepping Stone's Shopping Boutique smiled and said,

"I haven't received a present since I was a little girl."

It was a moment when Beth had the sparkle and magic of Christmas in her eyes.

"I have shelter, food, and warm clothes. I don't need anything else. I'm blessed."



"This is so wonderful. Thank you for all the really practical gifts. This is really great! Wow!" - Jerry



YOU brought the gift of selflessness and humility to residents.

Bill and Tammy, a married couple, were so grateful for the gifts. But Tammy's demeanor changed when she realized that she would rather pick gifts for her children than for herself. She and Bill moved from table to table selecting special things for each of their children. When they were done, Tammy hesitantly asked for wrapping paper. She was thrilled to give her children a little bit of Christmas, even though the situation wasn't ideal.

The Stepping Stone holiday shop is ready for residents!



Thank You

- Blaine Ham Lake Rotary
- Kari Hefnider— State Farm Insurance
- Keller Williams Classic Realty
- Zion Lutheran Church
- St. Williams Catholic Church
- St. Patricks Catholic Church
- Karen Lips -Anoka SS
- Granny's Closet
- St Phillips Lutheran Church
- Best Light Image
- Trinity Episcopal Church
- St. Joseph's of the Lakes
- Grace Lutheran — Andover
- Blaine Ham Lake Rotary
- Anoka Rotary
- Metro North Ambassadors
- Lord of Life-Ramsey
- Immaculate Conception Catholic Church
- Cross of Hope
- Mask Hair and Day Spa

A RESIDENT'S STORY

How did you become homeless?

A Stepping Stone resident shares his honest, heartfelt story.



"I am healing my homelessness."

I became homeless by being an asshole. I ran around using drugs, and I took the resulting mood swings out on anyone who happened to be around. I showed flagrant disrespect to authority figures like doctors, teachers, police officers, and religious leaders. I justified my behavior by refusing to accept help from anyone because if I earned my own way in life, then I figured I could live it any way I wanted.

I was raised to be an asshole by a bigger asshole than I, who convinced me that he was a model person, and everyone else was worthy of the way he treated them (myself included). It wasn't until after I quit methamphetamine that I realized his behavior was a result of a closet addiction.

I am healing my homelessness by making a 180° turn in these behaviors. I am putting the opinion of elders, doctors, and other authorities above my own. I am following the rules here at work, and in society. I am making a point to be pleasant and polite to everyone, and I am accepting help from anyone who offers it to me.

A VOLUNTEER SPOTLIGHT

Dylan: Why I Volunteer



While attending St. Olaf College, I had the amazing opportunity to study abroad in India and Peru. I saw the terrible conditions that people suffering from poverty were living in, and I wanted to do something to help. After graduating in 2016, I started

volunteering at Stepping Stone. I chose to Stepping Stone because I was born and raised in the Anoka area, and it is a community that I want to help. I perform various tasks, including assisting the front office staff, organizing the mail, addressing resident questions and concerns, helping residents find new clothes in the clothing closet, training other volunteers, and aiding volunteers, staff, and residents with bringing in and organizing donations.

Through volunteering with Stepping Stone I have developed a deeper compassion for people suffering with homelessness and poverty, and a better understanding of the hardships that homelessness and poverty entail. I hope through my service that the residents will be able to overcome their hardships and develop a compassion for helping others as the staff, volunteers, and I have helped them.

"I have developed a deeper compassion for people suffering with homelessness and poverty." Dylan, Volunteer

MEET THE STAFF



EBONY JOHANNESSEN

Case Manager for Stepping Stone

What is Stepping Stone doing differently?

What stands out to me from other shelters are all the amenities and programs Stepping Stone offers. From the fitness room, computers, and library to programs provided such as a money management and employment classes. I really appreciate that Stepping Stone is always changing with its changing population. We really strives for a person-centered approach. We're more than willing to work with individuals and meet them where they are. In addition to the great peer support from all employees, overall, everyone is extremely supportive.

What do you like the most about your job?

I love seeing the day to day progress from residents, no matter how small. I enjoy when residents stop by my office to update me on anything that's going on in their life. Of course I love when a resident finds a home! The excitement and hard work they've done is paying off. I think the best part is when they can "shop" through donated housing items to take with them.

If you could do anything (money not being an object) how would you change someone's life?

I would want to own different apartment buildings to house folks, providing them with a more supportive housing option.

Do you have a resident story that impacted you?

I am working with a youth who received a housing opportunity. However, she was very hesitant and didn't want another new change. I was able to keep working with this youth, and she became more open about the idea of moving into her own place. I'm able to see the changes in her attitude and now has a positive view of moving onto the next chapter in her life. She is set to move into her place this February!

Do you tell your friends and family about working here? What is your message to them?

Of course! Just to be grateful. Many times we all get wrapped up in things that aren't truly important. And always trying to make the best out of life we were given while being the best you.

How you like to spend your free time?

Family is very important to me. They are a huge support system. I love to read, attend concerts, and travel. I have a huge heart for animals.

YOU CAN MAKE A DIFFERENCE!

Stepping Stone is looking for volunteers.

• KITCHEN DUTY

Weekday lunch prep, serve, or cleanup.

• DONATE-A-DINNER or LUNCH

Prepare, bring and serve dinner for 50 residents between 4:30 - 6:30 p.m. or lunch between 11:30 a.m. - 1:00 p.m.

• FRONT OFFICE HELP

Friday afternoons.

For more information, please contact Tracy Pierce at tracy.pierce@steppingstoneeh.org ~ (763) 277-8313



Are you open for lunch?
Our Cafeteria Manager, Essie, could use your help.

OUT IN THE COMMUNITY



Stepping Stone Executive Director Julie Jeppson spoke with a local Girl Scout troop about homelessness, discussing what they can do to help the homeless and the hungry.

