



**CITY COUNCIL AGENDA  
MONDAY, SEPTEMBER 18, 2017  
7:00 P.M.**

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. ADDITIONS OR CORRECTIONS TO AGENDA
5. DISCUSSION FROM THE FLOOR
6. CONSENT AGENDA:
  - A. Approval of Minutes – September 5, 2017
  - B. Disbursements
    1. General Operations Disbursement Claim No. 17-15 \$698,947.87
    2. Liquor Fund Disbursement Claim No. 17-16 \$133,484.92
  - C. Mayor’s Proclamation – Domestic Violence Awareness Month - October
  - D. Approval of Third Quarter Billing for 2018 Payable 2019 Property Tax Assessment
  - E. Approval of Construction Contract Change Order No. 1
  - F. Approval of Contractor’s Request for Payment No. 1 – Visu-Sewer, Inc.
  - G. Resolution 17-30 Cancelling or Reducing Bond Levies – 2005A GO Capital Improvement Plan Bond
  - H. Contractor’s Licenses
  - I. Sign Permits
  - J. Correspondence
7. POLICE REPORT
8. PARKS AND RECREATION REPORT
9. NEW BUSINESS
  - A. Grahamco Parking Agreement
  - B. Comprehensive Plan Update Proposal
10. ENGINEER’S REPORT
11. ATTORNEY’S REPORT
12. REPORTS
13. OTHER
  - A. Administrator Reports
  - B. Administrator Performance Evaluation
14. 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 September 5, 2017 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; Planner Carlson; Parks and Recreation Director Rygwall; Administrator Buchholtz and Executive Assistant Gooden

Visitors: Paddy Jones, Ham Lake  
Pam Wolf-Sladek, 7743 Lakeview Lane  
Matt Hedgers, 7733 Lakeview Lane NE  
Jeff Yurich, Kingdom Homes Inc.

### 3. Pledge of Allegiance

### 4. Additions or Corrections to Agenda

Administrator Buchholtz asked that a request for replacement of one of Council Chambers video cameras be added to the agenda under Administrator Reports, Item 3.

### 5. Discussion From The Floor - None

### 6. Consent Agenda:

Mayor Hansen reviewed the following Consent Agenda items:

- A. Approval of Minutes – August 21, 2017
- B. Mayor’s Proclamation – Constitution Week (September 17-23, 2017)
- C. Approval of Right of Way Application – CenturyLink
- D. Approval of Right of Way Application – CenterPoint
- E. Approval of Exempt Gambling Permit – SBM Fire Department
- F. Approval of Temporary 1 Day Liquor License – Prince of Peace Church-October 6, 2017
- G. Approval of Resolution 17-29 Certifying Delinquent Account – Anoka County
- H. Correspondence

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

### 7. Public Works Report

Public Works Director Randall reported that the Public Works Department has been collecting trash at the parks, continuing to mow and weed whip the parks; and painting curbs and crosswalks. He reported that new woodchips have been installed at the playgrounds and a new sprinkler has been installed at Lakeside Park near the gazebo. He reported that the sewer-lining project is 90 percent completed and street sweeping of the streets affected by the seal coating project will occur within the next two weeks.

Mr. Randall reported that the summer help for the season is done and thanked them for their hard work. He stated that he attended various meetings throughout the month and attended the groundbreaking ceremony for the Dominion project.

### 8. Code Enforcement Report

Building Official Brainard reported that he attended the Night to Unite Citywide Celebration on August 1; the City Council meeting on August 7; 2018 Budget Workshop on August 14; the Planning Commission meeting on August 25; and the North Suburban Building Officials meeting on August 29.

Mr. Brainard stated that in August 2017, 56 building permits were issued. He reported that he conducted 147 inspections in the month of July including 74 building, 12 mechanical, nine plumbing and 22 nuisance, three Certificate of Occupancy, 13 rental, seven fire and seven zoning inspections.

Mr. Brainard reported that the August 2017 vacancy listing shows that there are 13 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 is the same as last month; and nine residential properties currently occupied and ready for Sheriff Sale's redemption, which is down one from last month. He reported that he posted one abandoned and/or vacant property notices in month August. He also reported that three Administrative Offense Tickets and 18 violation notices were issued by the Code Enforcement Department.

Mr. Brainard reported that two significant commercial certificate of occupancy were issued. He stated one certificate of occupancy was issued to Kraus-Anderson for the new Spring Lake Park High School Media Center and Science Rooms addition and the other to Amcon Construction for the completion of phase II at Emmanuel Christian Center. He stated that both projects were completed on time and were quite extensive and challenging for those involved.

Mr. Brainard provided a handout on Frequently Asked Questions for the City of Spring Lake Park.

### 9. Ordinances and/or Resolutions

#### A. Resolution 17-25 Adopting Proposed 2017 Taxes Collectable in 2018

Administrator Buchholtz reported that the City Council at its August 14, 2017 workshop reviewed the proposed 2018 Administrator's budget proposal. He stated that as the preliminary levy is required to be submitted no later than September 30, 2017, it is necessary for the City Council to take action to set the preliminary levy.

Administrator Buchholtz reported that Resolution 17-25 establishes the proposed 2017, pay 2018, tax levy at \$3,282,441. He reported that this is an increase of 4.67% from the 2016, pay 2017, tax levy. He stated that a portion of this increase is associated with the elimination of the part-time Police Receptionist position and the

creation of a third full-time Police Records Management Technician position. He stated that the remainder of the increase is associated with general inflationary increases in the City budget.

Administrator Buchholtz stated that the Resolution sets the date of the annual Truth-in-Taxation public hearing for Monday, December 4, 2017 at 7:00 PM at City Hall.

Administrator Buchholtz explained that the preliminary tax levy establishes the maximum tax levy for 2017, pay 2018. He stated that final tax levy, which will be set on December 18, 2017, can be the same or lower than the preliminary tax levy.

**MOTION MADE BY MAYOR HANSEN TO APPROVE RESOLUTION 17-25 ADOPTING PROPOSED 2017 TAXES COLLECTABLE IN 2018. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.**

**B. Resolution 17-26 Cancelling or Reducing Bond Levies – 2017/2018**

Administrator Buchholtz reported that State law requires the County Auditor to levy the amount of debt service originally certified unless the City passes a resolution cancelling the levy. He stated that Resolution 17-26 would cancel three debt service levies and reduce a fourth due to the City having funds on-hand to make the debt service payments.

He stated that the following debt service levies would be reduced by the proposed resolution:

<b><u>Issue</u></b>	<b><u>Original</u></b>	<b><u>Proposed</u></b>
2013B GO CIP Bond (Public Works Building)	\$ 80,000	\$ 0
2014A GO Improvement Bond (Street Projects)	\$224,000	\$ 90,000
2016A GO Capital Note (NMTV cable upgrade)	\$ 13,124.16	\$ 0
2017A GO Equipment Certificate (SBM Equipment)	\$249,585	\$ 0

Administrator Buchholtz stated that the following bonds are reduced to a combination of Local Government Aid, Public Utilities funds, Special Assessments, Municipal State Aid funds, and General Fund budget allocations.

**MOTION MADE BY COUNCIL MEMBER NELSON TO ACCEPT RESOLUTION 17-26 CANCELLING OR REDUCING BOND LEVIES-2017/2018. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.**

**C. Resolution 17-27 Approving a Variance to Allow Construction of a Deck at 7733 Lakeview Lane NE**

Administrator Buchholtz reported that the City received a request for an after the fact variance to permit the construction of a deck within the 8 foot required set back between a principal structure, of which the deck is an extension of, and an accessory structure (the detached garage).

Administrator Buchholtz stated that City staff recommended denial of the variance for a number of reasons outlined within the staff report. He stated that a copy of the staff report to the Planning Commission was included in the Council packet.

Administrator Buchholtz stated that after hearing public comments from Matt and Becky Hedgers, the Planning commission decided to recommend approval of the variance on a 4-1 vote. He stated that the Commission believed that the layout of the house precluded the ability of the Hedgers to shift the deck five feet to the west in order to accommodate the setback as required under Section 153.061(D) of the Zoning Code. He stated that

instead of being able to access the deck from the kitchen, the deck would need to be accessed through a bedroom. He noted that in addition, the Commission also believed the aesthetic appearance of the property would be impacted if the deck was shifted to comply with the Code, as it would extend out from the side of the house by three feet. He stated that the possibility of moving the detached garage back further into the rear yard was also explored, but would likely have resulted in the reconstruction of the garage, which would have been infeasible.

Administrator Buchholtz stated that, in a normal circumstance, the code violation would have been caught during the footing inspection. He noted that due to the contractor using diamond pier footings, a footing inspection was not required and the code violation was not found until the final inspection. He noted that the three-foot separation between the deck and the garage complies with the International Building Code. He stated that in addition, the submitted site plan did not clearly outline the location of the deck in relation to the garage.

City Planner Carlson provided an overview of the variance request from Kingdom Homes on behalf of homeowners Matt and Becky Hedgers for a variance to build a 22 x 20 foot deck within the 8-foot setback of a principal structure to an accessory structure at 7733 Lakeview Lane NE.

Mr. Carlson reported that the applicant is requesting an after-the-fact variance- due to the deck being constructed three feet from the detached garage. He stated that the deck, as an extension of the principal structure, is required to meet the eight-foot setback requirement from an accessory structure. He explained that according to Chapter 153.061 of the Zoning Code “a detached accessory building shall not be closer than eight feet to the principal building.” He noted that the deck is considered part of the principal structure since it is attached to the back of the house and is therefore not complying with this section of the code.

Mr. Carlson stated that the property owner approached City staff about his intention to build the deck and was provided with a handout that explains the setback requirement. He noted that he then built the deck without a permit. The City became aware of the deck’s construction once the property owner came in for a permit and an inspector inspected the newly constructed deck.

Mr. Carlson reported that the deck is 20 feet wide and adjacent to a garage that is approximately 22 feet wide. He stated that the lot itself is 75 feet wide and the garage sits just parallel to the eastern property line. He noted that there is adequate space to move the deck west out of the required setback. He noted that it is the City’s understanding that the deck was built using diamond piers rather than concrete footings and should be easier to move west, which the deck could be moved five feet, without a setback conflict.

Mr. Carlson reported that the property is guided Low Density Residential in the 2030 Comprehensive Plan. He reviewed with the Commission the criteria for considering variances as stated in the zoning code, in Section 153.224.

Mr. Carlson stated that staff recommended that the Planning Commission deny the deck variance with the following findings:

1. Requiring the deck to comply with established setbacks does not cause practical difficulties unique to the individual property.
2. The property owner was adequately informed of the eight-foot setback principal building setback from an accessory building prior to construction beginning on the deck.
3. The deck could be moved to the west without compromising the west side yard setback and is therefore not in harmony with the general purposes and intent of the code.
4. Chapter 153.222 of the Zoning Code requires a permit prior to proceeding with any construction,

- alternation, repair, enlargement, demolition, or removal of any building.
5. The property can reasonably be used without a variance.
  6. There are no unique circumstances on this property that require the deck to be built within the setback.
  7. The use of the property as a single-family home is consistent with the comprehensive plan.

Mayor Hansen stated variances need to be applied for before a project starts as codes are set for safety and aesthetic reasons. She reported that she does not want to set a precedence by issuing variance requests after the fact. She stated she understands the difficulty with older homes and placement of garages for the addition of decks but expressed the importance of working with homeowners before the project begins.

Councilmember Nelson stated that the contractor did follow the three-foot setback required by the State but he should have done his homework to see what was required by the City. He stated that if the deck were to be moved, the deck would still be usable however, it would be more visible to the neighbors. He inquired if the barbeque on the end of the deck would cause a fire hazard with it being too close to the garage. Mr. Brainard stated that it would not be a fire hazard.

Mr. Brainard stated that the eight-foot setback was standard established to allow for more green space. He stated that the three-foot setback is required by state guidelines. He stated that he measured the property and found that if the deck were to be moved over five feet, there would be a two-foot overhang visible from the street.

Mayor Hansen inquired if the deck is easier to move when diamond pier footings are used. Mr. Brainard responded affirmatively. He stated that bolts can be moved on the ledger attached to the house but would cause more work to be done on the house.

Mr. Hedgers stated that shifting the deck will cause components and contents of the deck to be more visible which he would prefer were not visible from the street. He stated that was one of the reasons for the planter wall on the deck.

Councilmember Goodboe-Bisschoff inquired if the homeowner considered a privacy fence around the yard to avoid seeing the deck. Mr. Hedgers stated that he did consider a fence around the yard, however; the cost to have the yard surveyed was too high.

Mr. Hedgers stated that he has researched other cities and there are not many other cities that require any additional setback other than the three-foot state requirement.

Councilmember Nelson stated that he understands the reason for the eight-foot setback however; he stated that the deck does meet the state requirement. He expressed that it was a communication problem and a learning experience.

Councilmember Delfs inquired if the construction was started before the application was submitted and if the drawings clearly showed the details of the project. Mr. Brainard reviewed the dates applications were submitted and the communications that were exchanged for additional information that was needed. He stated that at final inspection it was determined that the eight-foot setback was not met.

Councilmember Goodboe-Bisschoff suggested that the Council table the variance request until a workshop with the Planning Commission could take place to discuss the variance. Administrator Buchholtz stated that with a variance request, there is a 60-day rule that a decision must be made within that time or the applicant could have the application approved without an agreement from the Council should the 60 days from

application date occur.

Mr. Carlson noted that the Planning Commission did recommend approval of the variance with a 4:1 vote. He stated that the deck does meet state requirements and a decision cannot be based on previous variance that have been issued unless the facts and circumstances are identical. He stated that the eight-foot setback is not unique to Spring Lake Park.

Mayor Hansen inquired as to why the site plan was not submitted on graph paper and the application was allowed to proceed further if information was missing. Mr. Brainard explained that the setbacks were missing and when additional information was requested, what was received was not clear. He stated that when an application is submitted, a certain amount of trust is placed on the homeowners and contractors that it is as complete as possible to provide accurate information.

Councilmember Delfs inquired if Mr. Hedgers had work done previously with contractors and asked if he felt it was odd there was no permit for the deck posted. Mr. Hedgers stated that he assumed the contractor had taken care of it. He noted that he had not read or was aware of the deck handout stating the setback requirements until the final inspection.

MOTION MADE BY COUNCILMEMBER NELSON TO APPROVE RESOLUTION 17-27 APPROVING A VARIANCE TO ALLOW CONSTRUCTION OF A DECK AT 7733 LAKEVIEW LANE NE. ROLL CALL VOTE: COUNCILMEMBERS NELSON, DELFS AND WENDLING – AYES; COUNCILMEMBER GOODBOE-BISSCHOFF AND MAYOR HANSEN – NAYS. MOTION CARRIED.

D. Resolution 17-28 Approving a Conditional Use Permit for a Boarding School at 1628 Highway 10 NE

City Planner Carlson provided an overview of an application for a Conditional Use Permit from Pam Wolf Sladek to expand the opportunity to more students by providing a dormitory for students in their existing school space at Life Prep Academy. Mr. Carlson reported that previously such a dormitory use was not allowed in the City's zoning ordinance, but a Conditional Use Permit in the C-1 District amended the ordinance on August 7, 2017 to allow this use. He noted that the City Council approved five performance standards in Section 153.120 for boarding schools and dormitories as part of the ordinance amendment.

Mr. Carlson reported that the applicant is proposing to expand school attendance, and therefore dormitory use, to 20 teens eventually. He stated that space within their existing building would be remodeled to create the dormitory space. He stated that students would be supervised throughout the day and evening. She reported that the floor plan shows classrooms on the first floor and dormitory functions on the second floor with two to six students per room. He stated that dorm parents would have their own residential suite on the second floor.

Mr. Carlson reported that the property is adjacent to Arthur Street NE, running parallel to Highway 10 NE near Pleasant View Drive NE. The site is comprised of six parcels with a total size of 67,500 square feet, about 1.5 acres. He explained that the front portion of the building where the use is proposed is a two-story structure with approximately 10,000 square feet of gross floor area – the school is already functioning on the ground floor. This L-shaped building shares a surface parking lot with a similar one-story building facing it on the opposite side of the lot that included a salon and a used car dealership.

Mr. Carlson reported that the property is guided Commercial in the City's 2030 Land Use Plan and zoning on the site is C-1 Shopping Center Commercial.

Mr. Carlson stated that staff recommended the Planning Commission approve the Conditional Use Permit for the Life Prep Academy located at 1628 Highway 10 NW with the following conditions:

1. Up to six students shall be permitted without a CUP permit
2. The operator shall comply with the International Building Code and apply for any necessary permits.
3. The operator shall comply with five performance standards for boarding houses and dormitories as approved by the City Council.
4. The exterior property shall be cleaned up of litter on a weekly basis.
5. The operator shall dedicate a secure indoor bicycle parking location for at least six bicycles.
6. The operator will submit a clearly delineated and advertised policy that defines resident responsibilities and behavioral expectations as well as response to policy infractions to City staff to review and approval. The approved policy will be posted in the building, provided to all dormitory residents, and provided to City Police.

Mr. Carlson reported that the Planning Commission concurred and recommended approval of the Conditional Use Permit.

Councilmember Wendling inquired as to why the original request was for 20 students. Ms. Wolf Sladek stated that the ultimate goal of her facility is to have 20 students. She stated she feels six is a comfortable number to start with.

Administrator Buchholtz stated that the Planning Commission recommended approval of the six students initially as it would provide a trial to see if the use negatively impacted city services. He stated that the CUP can be amended to allow for additional students.

Mr. Brainard reported that if Ms. Wolf Sladek keeps the number of students under sixteen, the building code classifies the building as an R-2 occupancy however, over 16 students would classify the building as an Institutional use and costly improvements would, need to be made to the building to bring the building into conformance with the Building Code. He noted that boilers and the mechanical structure would need to be updated if it were classified as Institutional.

Councilmember Nelson inquired if the Academy can handle 16 students. Ms. Wolf Sladek stated that her facility is donation based and it may show over time that 12 students are too much to handle. She stated that if improvement costs are too high for the Academy, it might be better to house the students in rented homes.

Councilmember Nelson inquired as to what a fair length of time was to evaluate with the Police Department for calls or situations that the department would offer assistance. Chief Ebeltoft stated that there is no length of time set for an evaluation. He stated that the dormitory would be considered a rental property under the City's "Housing and Occupancy Code." (§§150.077 – 150.094).

Councilmember Goodboe-Bisschoff inquired as to the type of training that will be provided to the security officers and staff. Ms. Wolf Sladek stated that she does not have a specific program in place but assured that there would be an adult awake at night.

Councilmember Goodboe-Bisschoff inquired as to what the oldest student would be that she would accept into her facility. Ms. Wolf Sladek stated that she would not accept an 18 year old who does not have any school credits or is not motivated.

Councilmember Goodboe-Bisschoff inquired if a condition be added that the number of students was increased to eight for a set length of time with no problems or excessive calls, the additional eight students could be added, one at a time, after six months of the CUP issuance. Ms. Wolf Sladek stated that a condition such as that would be fair and reasonable.

MOTION MADE BY COUNCILMEMBER GOODBOE-BISSCHOFF TO APPROVE RESOLUTION 17-28 APPROVING A CONDITIONAL USE PERMIT FOR A BOARDING SCHOOL AT 1628 COUNTY HIGHWAY 10 NE WITH THE FOLLOWING CONDITIONS: 1) UPON RECEIPT OF THE CERTIFICATE OF OCCUPANCY, UP TO EIGHT STUDENTS SHALL BE PERMITTED. SIX MONTHS AFTER ISSUANCE OF THE CERTIFICATE OF OCCUPANCY, NO MORE THAN SIXTEEN STUDENTS SHALL BE PERMITTED WITHOUT A CUP AMENDMENT; 2) THE OPERATOR SHALL COMPLY WITH THE INTERNATIONAL BUILDING CODE AND SHALL APPLY FOR ANY NECESSARY PERMITS; 3) THE OPERATOR SHALL COMPLY WITH THE FIVE PERFORMANCE STANDARDS FOR BOARDING HOUSES AND DORMITORIES AS OUTLINED IN THE CITY'S ZONING CODE; 4) THE EXTERIOR PROPERTY SHALL BE CLEANED UP OF LITTER ON A WEEKLY BASIS; 5) THE OPERATOR SHALL DEDICATE A SECURE INDOOR BICYCLE PARKING LOCATION FOR AT LEAST SIX BICYCLES; 6) THE OPERATOR WILL SUBMIT A CLEARLY DELINEATED AND ADVERTISED POLICY THAT DEFINES RESIDENT RESPONSIBILITIES AND BEHAVIORAL EXPECTATIONS AS WELL AS RESPONSE TO POLICY INFRACTIONS TO CITY STAFF FOR REVIEW AND APPROVAL. THE APPROVAL POLICY WILL BE POSTED IN THE BUILDING, PROVIDED TO ALL RESIDENTS OF THE DORMITORY, AND PROVIDED TO CITY POLICY; 7) THE DORMITORY IS CONSIDERED A RENTAL PROPERTY UNDER CITY'S "HOUSING MAINTENANCE AND OCCUPANCY" CODE (§§150.077 – 150.094 INCLUSIVE) AND SHALL COMPLY WITH SAID CODE. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

10. Engineer's Report - None

11. Attorney's Report – None

12. Reports

A. Beyond the Yellow Ribbon Report

Councilmember Nelson reported the monthly pork chop dinner has been profitable and attendance keeps growing. He thanked the volunteers who have been helping make the dinners a success.

13. Other

Councilmember Goodboe-Bisschoff inquired if there were any new developments with the Hy-Vee project. Administrator Buchholtz reported that MnDOT had accepted the recommendations that were suggested and a meeting would be taking place with MnDOT, Anoka County and the City on September 8, 2017. He stated that the comments from the Watershed District have not been received as their review continues.

A. Administrator Reports

1. Performance Evaluation Process

Administrator Buchholtz reported that September will be his five-year work anniversary with the City. He stated that the Councilmembers have received a performance evaluation form to complete and he asked that

the Council go into a closed session at the September 18, 2017, Council meeting to conduct the performance evaluation.

## 2. Schedule Council Work Session

Administrator Buchholtz requested that a Council Workshop session be held at 6:00 PM on September 18, 2017 to discuss the Equipment Certificate request.

Mayor Hansen stated that she would like to review the process of the notification for future seal coating projects and the acceptance process for future permit applications.

Administrator Buchholtz reported that there was some confusion on location and streets with the seal coat contractor and staff will be making sure that notices in the future are communicated more efficiently. He noted that he has discussed the permit application process with Mr. Brainard and he hopes the permit process will be clearer with the requirements at the time of the application.

## 3. Authorize Purchase of New Video Camera for Council Chambers

Administrator Buchholtz reported that one of the Council Chamber video cameras has been malfunctioning. He stated that after reviewing the issues that have been occurring with it, it was determined that it is nearing the end of its useful life. He stated that the video equipment is becoming outdated and has a life span of approximately eight years. He noted that the camera system is five years old. He stated that the best option would be to purchase a new camera and replace the other cameras as they wear out. He reported to repair the existing camera the cost would be \$3,500.00 and the cost for a new camera with new technology and improved features would be \$6,395.00.

MOTION MADE BY MAYOR HANSEN TO APPROVE VIDEO CAMERA PURCHASE IN THE AMOUNT OF \$6,395.00. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

## 17. Adjourn

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

The meeting was adjourned at 8:55 PM.

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Cindy Hansen, Mayor

Attest:

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Daniel R. Buchholtz, Administrator, Clerk/Treasurer



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

Date: Aug 2017  
Page: 1  
Claim Res.#17-15

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
63101	AFLAC	PAYROLL	40.70
63102	CENTRAL PENSION FUND	PAYROLL	260.04
63103	DEARBORN NATIONAL	PAYROLL	455.90
63104	DELTA DENTAL	PAYROLL	1,571.83
63105	FIDELITY SECURITY LIFE	PAYROLL	31.35
63106	HEALTH PARTNERS	PAYROLL	10,963.27
63107	L.E.L.S.	PAYROLL	245.00
63108	LOCAL 49	PAYROLL	103.50
63109	NCPERS MINNESOTA-7750811	PAYROLL	56.00
63110	ADVANCED GRAPHIX INC	RESERVE SQUAD GRAPHIX'S	565.00
63111	AID ELECTRIC SERVICE, INC	REPAIR LAKESIDE METER SOCKET	637.17
63112	AMERICAN MESSAGING	MONTHLY SERVICES	3.60
63113	ANOKA COUNTY	CJDN DATA SERVICES	450.00
63114	ASPEN MILLS	UNIFORM ALLOWANCE & EQUIPMENT	132.30
63115	AT & T MOBILITY	MONTHLY SERVICES	980.75
63116	CENTERPOINT ENERGY	MONTHLY UTILITIES	153.83
63117	CENTRAL WOOD PRODUCTS	PLAYGROUND	1,665.00
63118	COMM-WORKS, LLC	JULY SERVICES	125.00
63119	DANIEL BALCK	UMPIRE	409.50
63120	DAVE'S SPORT SHOP	UNIFORM ALLOWANCE	695.00
63121	DERRICK SMITH	UMPIRE	216.00
63122	KEVIN FLUGGE	UMPIRE	147.00
63123	GOPHER STATE ONE-CALL INC	JULY LOCATES	99.90
63124	INSTRUMENTAL RESEARCH INC	TOTAL COLIFORM BACTERIA	72.00
63125	J P H ENTERPRISES INC	OVERPAYMENT WTR BILL	155.48
63127	MANSFIELD OIL COMPANY	FUEL	2,025.04
63128	MCCLELLAN SALES INC	RAKE	130.00
63129	METROPOLITAN COUNCIL	JULY SAC'S	484,649.55
63130	MINNEAPOLIS SAW	FILES FOR CHAIN/OIL MIX	31.12
63131	MOUNT VERNON LADIES' ASSOCIATION	EXTENDED TOUR	1,776.00
63132	M-R SIGN CO INC	SIGNS	418.77
63133	MTI DISTRIBUTING INC	PARTS	17.78
63134	OFFICE OF MN.IT SERVICES	FIBER OPTICS MONTHLY FEE	50.00
63135	PLUNKETT'S INC	PEST CONTROL	52.87
63136	QC DANCE	INSTURCTOR	72.00
63137	RENE PERKINS	REPAIRS	3,761.00
63138	LEE SADOWSKI	UMPIRE	1,689.00
63139	SHRED-IT USA	SHREDDING SERVICES	80.44
63140	AUSTIN SMITH	UMPIRE	126.00
63141	TASC	FSA & COBRA RENEWAL/ADMIN FEES	692.08
63142	THE GOOD YEAR TIRE & SERVICE	TIRES	1,137.74

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

Date: Aug 2017  
Page: 2  
Claim Res.#17-15

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
63143	THE HOME DEPOT CREDIT SERVICES	MONTHLY CREDIT CARD	200.11
63144	THOMAS JEFFERSON FOUNDATION	EXTENDED TOUR	480.00
63145	U.S.T.I.	UB E-BILLING	0.32
63146	VOIGT'S BUS COMPANIES	FOR: EXTENDED TOUR	780.00
63147	WIPERS AND WIPES INC	SUPPLIES	924.08
63148	ZULEY AWARDS	MEDALS	2,081.90
63149	ADVANCED GRAPHIX INC	BADGE DECALS	286.00
63150	APOSTLE ISLAND CRUSES, INC	EXTENDED TOUR	1,615.05
63151	CAROL BROUILLARD	REFUND RECREATION	20.00
63152	CARSON, CLELLAND & SCHREDER	LEGAL FEES	14,190.94
63153	CENTERPOINT ENERGY	MONTHLY UTILITITES	184.02
63154	CHAMPION YOUTH	INSTRUCTOR	1,614.75
63155	CITY OF ROSEVILLE	JULY DATA SERVICES	536.00
63156	COMCAST	AUG SERVICES	105.92
63157	CONNEXUS ENERGY	MONTHLY UTILITITES	352.84
63158	COON RAPIDS CHRYSLER	AUTO SERVICES/PARTS	87.31
63159	DIAMOND VOGEL PAINTS	PAINT	1,776.15
63160	ECM PUBLISHERS, INC.	PUBLISHING WASTE DISPOSAL	59.13
63161	CITY OF FRIDLEY	RECYCLING EVENTS	4,632.85
63162	G & K SERVICES	MATS	81.88
63163	MICHAEL LEDMAN	INSTRUCTOR	480.00
63164	LYNETTE THOMSON	REFUND RECREATION	20.00
63165	M.L. JOHNSON CO	REPAIR MISSING SHINGLES CLEAN TRAP	225.00
63166	MADLINE ISLAND FERRY	EXTENDED TOUR	1,724.00
63167	MANSFIELD OIL COMPANY	FUEL	2,327.47
63168	JILL MASON	INSTRUCTOR	99.00
63169	METROPOLITAN COUNCIL	WASTE WTR SERVICES	41,594.02
63170	MICHELLE LEE	REFUND RECREATION	20.00
63171	CITY OF MINNEAPOLIS	APS TRANSACTIONS	439.20
63172	MUNICIPAL PAVING PLANT	ASPHALT MIX	336.90
63173	NORTHERN	PARTS	110.90
63174	KAY OKEY	REIMBURSEMENT: MILEAGE	22.78
63175	PATRICIA KLINE	REFUND RECREATION	23.00
63176	PERFECT 10 CAR WASH	AUTO SERVICES	34.95
63177	SLP FIRE DEPARTMENT	AUG FIRE PROTECTION	17,288.00
63178	STACEY HENDREN	REFUND RECREATION	90.00
63179	SUBURBAN RATE AUTHORITY	MEMBERSHIP ASSESSMENT 2ND HALF	434.00
63181	THE PUB	EXTENDED TOUR	933.75
63182	WASTE MANAGEMENT OF WI-MN	MONTHLY SERVICES	7,023.38
63183	AFLAC	PAYROLL	40.70
63184	CENTRAL PENSION FUND	PAYROLL	260.04

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

Date: Aug 2017  
Page: 3  
Claim Res.#17-15

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
63185	DEARBORN NATIONAL	PAYROLL	489.34
63186	DELTA DENTAL	PAYROLL	1,571.83
63187	FIDELITY SECURITY LIFE	PAYROLL	31.35
63188	HEALTH PARTNERS	PAYROLL	10,963.27
63189	L.E.L.S.	PAYROLL	245.00
63190	LOCAL 49	PAYROLL	103.50
63191	NCPERS MINNESOTA-7750811	PAYROLL	56.00
63192	AMY GERTSEMA	OVERPAYMENT WTR BILL	149.80
63193	ANOKA COUNTY	TAX FORFEIT PROPERTY	2,142.60
63194	CAROL WILKIN	EXTENDED TOUR GUIDE	765.00
63195	CENTRAL RENTAL CO	TRENCHER	169.99
63196	CENTRAL TURF & IRRIGATION SUPPLY	PARTS	991.74
63197	COMMERS PRINTING INC	BUS. CARDS/ENVELOPES	484.20
63198	DOUGLAS EBELTOFT	REIMBURESMENT AIRLINE TICKET	305.80
63199	ECM PUBLISHERS, INC.	PUBLISHING	279.50
63200	ESS BROTHERS, INC.	ADJUSTING RINGS/GLUE	657.00
63201	Lisa Gafkjen	INSTRUCTOR	92.00
63202	GREEN LIGHTS RECYCLING INC	RECYCLING EVENT	1,884.04
63203	JoAnn Swanson	REFUND RECREATION	44.00
63204	KENNEDY & GRAVEN, CHARTERED	SMALL CELL ORDINANCE AMENDMENTS	192.50
63205	MANSFIELD OIL COMPANY	FUEL	702.12
63206	MN DEP'T OF LABOR & INDUSTRY	PRESSURE VESSEL'S	70.00
63207	OFFICE DEPOT	RECREATION SUPPLIES	119.39
63208	ON SITE SANITATION INC	RESTROOMS	116.57
63209	CITY OF SPRING LAKE PARK - PETTY C	PETTY CASH REIMBURSEMENT	519.02
63210	SHRED-IT USA	SHREDDING SERVICES	86.46
63211	SPECIALTY SOLUTIONS LLC	SUPPLIES	1,150.03
63212	STANTEC	ENGINEERING FEES	9,309.20
63213	STEVE OTIS	2 JUMPING INFLATABLES	1,800.00
63214	U.S.T.I.	SUBSCRIPTION FEE	10.00
63215	WALTERS RECYCLING REFUSE SERV	6 YRD FRONT LOAD/2 YD ORGANICS	396.80
63216	XCEL ENERGY	MONTHLY UTILITITES	14,342.01
63217	KYLE ANTHONY TRAUTMANN	UMPIRE	115.00
63218	LEE SADOWSKI	UMPIRE	460.00
63219	AT & T MOBILITY	MONTHLY SERVICES	980.96
63220	CENTRAL TURF & IRRIGATION SUPPLY	PARTS LAKESIDE	733.22
63221	COMPUTER INTERGRATION TECHNOI	MONTHLY MANAGED SERVICES	2,000.00
63222	COTTENS INC	BATTERY	141.99
63223	ECM PUBLISHERS, INC.	PUBLISHING	48.38
63224	FRIENDLY CHEVROLET GEO. INC.	PARTS	148.44
63225	G & K SERVICES	MATS	81.88

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

Date: Aug 2017  
Page: 4  
Claim Res.#17-15

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
63226	GREENHAVEN PRINTING	RECYCLED POSTCARDS MAILINGS	459.47
63227	HOUSE OF PRINT	FALL CATALOG RECREATION	3,645.93
63228	LITIN PAPER, PKG & CONVERTING	SUPPLIES	600.83
63229	LOCATORS & SUPPLIES	MARKING PAINTS	432.85
63230	MADELINE ISLAND FERRY	EXTENDED TOUR	36.67
63231	MANSFIELD OIL COMPANY	FUEL	1,083.84
63232	MENARDS-CAPITAL ONE COMMERIC/	MONTHLY CREDIT CARD	87.53
63233	NAGELL APPRAISAL INCORPORATED	UPDATE APPRAISAL	750.00
63234	OFFICE DEPOT	SUPPLIES	91.99
63236	RENE PERKINS	SERVICES	4,800.00
63237	RICHFIELD BUS CO	BUS SERVICES	510.00
63238	ROLAINE WRIGHT	REFUND RECREATION	279.00
63239	SMITH SCHAFFER & ASSOCIATES	AUDITING SERVICES	3,600.00
63240	STANTEC	ENGINEERING FEES	7,096.23
63241	THE PUB	EXTENDED TOUR	20.75
63065	MINNESOTA DMV	POLICE TABS	22.00
		<b>TOTAL DISBURSEMENTS</b>	<b>698,947.87</b>

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: AUGUST 2017  
PAGE 1 OF 3  
CLAIMS RES: 17-16

FUND: LIQUOR OPERATIONS

<u>VOUCHER VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
30100 DEARBORN NATIONAL	PAYROLL 7/23/17-8/5/17	\$ 46.25
30101 DELTA DENTAL	PAYROLL 7/23/17-8/5/17	\$ 130.86
30102 FIDELITY SECURITY LIFE	PAYROLL 7/23/17-8/5/17	\$ 3.29
30103 HEALTHPARTNERS	PAYROLL 7/23/17-8/5/17	\$ 562.28
30104 MN TEAMSTER	PAYROLL 7/16/17-7/29/17	\$ 66.00
30105 AID ELECTRIC SERVICE INC	LGHTING REPAIR	\$ 1,154.82
30106 CENTER POINT ENERGY	GAS SERVICE	\$ 23.01
30107 CITY OF SPRING LAKE PARK	CELL PHONE SERVICE	\$ 94.99
30108 SILENT WATCHDOG	MONTHLY DVR RENTAL	\$ 60.00
30109 US BANK	CHANNEL WALL SIGNS	\$ 3,796.04
30110 DEARBORN NATIONAL	PAYROLL 8/6/17-8/19/17	\$ 46.25
30111 DELTA DENTAL	PAYROLL 8/6/17-8/19/17	\$ 130.86
30112 FIDELITY SECURITY LIFE	PAYROLL 8/6/17-8/19/17	\$ 3.29
30113 HEALTHPARTNERS	PAYROLL 8/6/17-8/19/17	\$ 562.28
30114 MN TEAMSTER	PAYROLL 7/30/17-8/12/17	\$ 60.50
30115 ARTISAN BEER COMPANY	BEER PURCHASE	\$ 304.25
30116 BELLBOY CORPORATION	LIQUOR - JUICE/MIX/POP PURCHASE	\$ 941.19
30117 BERNICK'S WINE	BEER PURCHASE	\$ 267.95
30118 BREAKTHRU BEVERAGE MN	BEER - LIQUOR - JUICE/MIX/POP PURCHASE	\$ 6,502.73
30119 CAPITOL BEVERAGE SALES	BEER - JUICE/MIX/POP PURCHASE	\$ 10,300.10
30120 CITYWIDE WINDOW SERVICES	CONTRACTUAL SERVICES	\$ 31.00
30121 CLEAR RIVER BEVERAGE COMPANY	BEER PURCHASE	\$ 137.00
30122 CRYSTAL SPRINGS ICE	ICE PURCHASE	\$ 338.22
30123 DAHLHEIMER BEVERAGE LLC	BEER PURCHASE	\$ 648.60
30124 GREAT LAKES COCA-COLA	JUICE/MIX/POP PURCHASE	\$ 637.62
30125 HOHENSTEINS INC	BEER PURCHASE	\$ 646.50
30126 JJ TAYLOR COMPANIES	BEER PURCHASE	\$ 5,463.15
30127 JOHNSON BROTHERS LIQUOR CO	LIQUOR - WINE PURCHASE	\$ 7,053.59
30128 PAUSTIS & SON'S	WINE PURCHASE	\$ 283.14
30129 PHILLIPS WINE & SPIRITS CO	LIQUOR - WINE PURCHASE	\$ 2,201.40
30130 POPP.COM	TELEPHONE SERVICE	\$ 196.47
30131 QUALITY REFRIGERATION	SERVICE AGREEMENT	\$ 321.38
30132 RED BULL DISTRIBUTION COMPANY	JUICE/MIX/POP PURCHASE	\$ 98.00
30133 SOUTHERN GLAZER'S OF MN	LIQUOR - WINE PURCHASE	\$ 2,122.23
30134 RAPES PLUS ADVERTISINE	ADVERTISING	\$ 225.00
30135 TRIO SUPPLY COMPANY	CREDIT - OPERATING SUPPLIES	\$ 167.01
30136 VARNER TRANSPORTATION	FREIGHT	\$ 519.80
30137 WATSON COMPANY	CIGAR - CIGARETTE - JUICE/MIX/POP PURCHASE	\$ 2,112.44
30138 WINE MERCHANTS	WINE PURCHASE	\$ 91.00
30139 XCEL ENERGY	ELECTRICITY	\$ 2,577.68
30140-30159		VOID
30160 AMERICNA BOTTLING COMPANY	JUICE/MIX/POP PURCHASE	\$ 184.30
30161 BELLBOY CORPORATION	LIQUOR PURCHASE	\$ 279.90
30162 BERNICK'S WINE	BEER PURCHASE	\$ 549.73
30163 BREAKTHRU BEVERAGE MN	BEER - LIQUOR PURCHASE	\$ 5,233.55

CITY OF SPRING LAKE PARK  
 CLAIMS APPROVED AND PAID

DATE: AUGUST 2017  
 PAGE 2 OF 3  
 CLAIMS RES: 17-16

FUND: LIQUOR OPERATIONS

<u>VOUCHER VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
30164 CAPITOL BEVERAGE SALES	CREDIT - BEER - JUICE/MIX/POP PURCHASE	\$ 10,761.65
30165 CENTER POINT ENERGY	GAS SERVICE	\$ 29.24
30166 CITY OF SPRING LAKE PARK	REIMBURSEMENT	\$ 373.84
30167 CLEAR RIVER BEVERAGE COMPANY	BEER PURCHASE	\$ 141.00
30168 CRYSTAL SPRINGS ICE	ICE PURCHASE	\$ 268.44
30169 DAHLHEIMER BEVERAGE LLC	BEER PURCHASE	\$ 2,339.00
30170 HOHENSTEINS	BEER PURCHASE	\$ 123.00
30171 JJ TAYLOR COMPANIES	BEER PURCHASE	\$ 5,279.44
30172 JOHNSON BROTHERS LIQUOR CO	LIQUOR - WINE PURCHASE	\$ 3,646.13
30173 PHILLIPS WINE & SPIRITS CO	LIQUOR - WINE PURCHASE	\$ 1,028.35
30174 PLAYNETWORK	SATELIITE RADIO	\$ 29.95
30175 RED BULL DISTIBUTION	JUICE/MIX/POP PURCHASE	\$ 130.50
30176 SILENT WATCHDOG	MONTHLY DVR RENTAL	\$ 60.00
30177 SOUTHERN GLAZER'S OF MN	LIQUOR PURCHASE	\$ 2,879.34
30178 TRIO SUPPLY COMPANY	OPERATING SUPPLIES	\$ 211.01
30179 WATSON COMPANY	CIGARETTE PURCHASE	\$ 2,099.41
	<b>E-CHECKS</b>	<b>\$ 7,908.12</b>
TRANSFER TO PAYROLL	<b>PAYROLL (8/4/17)</b>	9,949.98
TRANSFER TO PAYROLL	<b>PAYROLL (8/18/17)</b>	9,743.03
	<b>SALES TAX (JULY)</b>	19,172.00
	<b>OTP TAX (JULY)</b>	135.84
	<b>TOTAL DISBURSEMENTS</b>	<b>\$ 133,484.92</b>

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





**MAYOR'S PROCLAMATION  
OCTOBER 2017  
AS DOMESTIC VIOLENCE AWARENESS MONTH**

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

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

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

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

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

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

**NOW THEREFORE, BE IT RESOLVED** that I, Cindy Hansen, Mayor of the City of Spring Lake Park, officially proclaim October 2017 to be Domestic Violence Awareness Month in the City of Spring Lake Park.

\_\_\_\_\_  
Cindy Hansen, Mayor

ATTEST:

\_\_\_\_\_  
Daniel Buchholtz, City Administrator

(SEAL)



Kenneth A. Tolzmann, SAMA  
Spring Lake Park City Assessor

Sept. 1, 2017

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

Re: Third Quarter Billing for 2018 Payable 2019 Property Tax Assessment.

Dear Mr. Bucholtz,

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

1971 Residential improved parcels @ \$9.00 per parcel -----	\$17,739.00
310 Commercial/Industrial parcels @ \$55.00 per parcel -----	17,050.00
43 Unimproved land parcels @ \$ 2.50 per parcel -----	<u>107.00</u>

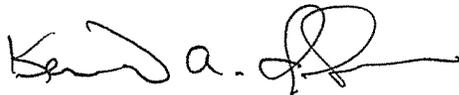
Total Cost for year 2018 assessment payable in 2019: \$34,896.00

Third Quarter Amt. Due: \$ 8,724.00

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





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

August 24, 2017

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  
**Construction Contract Change Order No. 1**

Dear Mayor and Councilmembers:

During construction of the 2017 Sanitary Sewer Lining Project the contractor has encountered a few areas of high groundwater that limit the construction options for the lining. In one area, the contractor attempted to line a segment but was unsuccessful so they ended up excavating a portion of the sewer line to make a spot repair.

There is one remaining segment long the Highway 10 Service Drive where high groundwater is concern. We met with the contractor to discuss ways to complete the work successfully without worry of another failure and the need for an excavated spot repair.

Based on our discussion with the contractor, it was determined that the best way to make sure the lining can be completed successfully and to avoid the possibility of lining failure is to install temporary dewatering wells along the pipe segment to lower the groundwater.

We agree with this recommendation. The need for the dewatering can be deemed an unforeseen changed condition. Therefore, a change to the original contract is warranted to cover the work.

Attached is a construction contract change order to cover the dewatering. We have reviewed the change order and found it to be in order. We recommend approval. **At this time, we recommend approval of Construction Contract Change Order No. 1 for the 2017 Street Improvement Project. The amount of the change order is \$5,200.** Payment for the work included in in the change order will be covered in a future contractor's request for payment form (do not send a check at this time).

Regards,

**STANTEC**

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

Phil Gravel, City Engineer

Enclosures – Construction Contract Change Order No. 1

Design with community in mind



Owner: City of Spring Lake Park, 1301 81st Ave. NE, Spring Lake Park	Date	August 24, 2017
Contractor: Visu-Sewer, Inc., W230 N4855 Betker Dr., Pewaukee, WI 53072		
Bond Co: Merchants Bonding Co., P. O. Box 14498, Des Moines, IA 50306	Bond No: MNC67537	

**CONSTRUCTION CHANGE ORDER NO. 1**  
2017 SANITARY SEWER LINING PROJECT  
STANTEC PROJECT NO. 193803782

**Description of Work**

This Construction Contract Change Order provides for dewatering required for segment 369-370, for this project. This Change Order provides for all labor and material to complete this work and no additional compensation will be provided for this work.

No.	Item	Unit	Contract Quantity	Unit Price	Total Amount
	<b>CHANGE ORDER NO. 1</b>				
1	DEWATERING	LS	1	\$5,200.00	\$5,200.00
	<b>TOTAL CHANGE ORDER NO. 1:</b>				<b>\$5,200.00</b>

Original Contract Amount	\$288,261.50
Previous Change Orders	\$0.00
This Change Order	\$5,200.00
Revised Contract Amount (including this change order)	<u>\$293,461.50</u>

**CHANGE IN CONTRACT TIMES**

Original Contract Times:  
 Substantial Completion (days or date): October 14, 2017  
 Ready for final Payment (days or date): October 14, 2017

Increase of this Change Order:  
 Substantial Completion (days or date): November 17, 2017  
 Ready for final Payment (days or date): December 1, 2017

Contract Time with all approved Change Orders:  
 Substantial Completion (days or date):  
 Ready for final Payment (days or date):

Recommended for Approval by:  
**STANTEC**

Phil Howell 8/24/17

Date: \_\_\_\_\_

Approved by Contractor:  
**VISU-SEWER, INC.**

Approved by Owner:  
**CITY OF SPRING LAKE PARK**

Ronald E. Ferry

\_\_\_\_\_

9/7/13  
 Date

\_\_\_\_\_ Date

- cc: Owner
- Contractor
- Bonding Company
- Stantec





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

September 13, 2017

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. 19380782  
**Contractor's Request for Payment No. 1**

Dear Mayor and Councilmembers:

Attached for your approval is Contractor's Request for Payment No. 1 for the 2017 Sanitary Sewer Lining Project. The prime Contractor on this project is Visu-Sewer, Inc.

This request covers sewer lining work completed this summer through the end of August as noted on Visu-Sewer invoice 28797 (modified). Terry Randall has been overseeing the construction.

We have reviewed the contractor's payment request and found it to be in order. We recommend approval. **If the City wishes to approve this request, then payment should be made to Visu-Sewer, Inc. in the amount of \$147,747.33.**

Please execute the payment request documents. Keep one copy for your records, forward two copies to Allied Blacktop (one for them and one for their bond company), and return one copy to me.

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

Regards,  
**STANTEC**

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

Phil Gravel  
City Engineer

Enclosures



www.visu-sewer.com

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

INVOICE NUMBER:  
 INVOICE DATE:

*modified*  
 28797  
 8/31/2017

ATTN: ACCOUNTS PAYABLE  
 RE: 2017 SEWER CIPP  
 PAY ESTIMATE # 1

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	0.50	0.50	300.00
2	TRAFFIC CONTROL	1	LS	100.00	0.50	0.50	50.00
3	8"-9" CIPP	10,730	LF	20.25	7,474.00	7,474.00	151,348.50
4	HYDROPHILIC END SEAL	66	EA	<del>108.25</del> <sup>76.50</sup>	50.00	50.00	5,412.50 <i>3825.00</i>
5	TRIM TAP	1	EA	350.00			-
6	CLEAN & INSPECT LATERAL	34	EA	320.00			-
7	GROUT LATERAL	200	EA	270.00			-

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

TOTAL WORK COMPLETED *155,523.50*  
 157,111.00  
 LESS 5% RETAINAGE *776.17* 7,856.55  
 TOTAL AMOUNT DUE 149,255.45  
*147,747.33*

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

**Visu-Sewer, Inc.**  
 W230 N4855 Betker Dr, Pewaukee, WI 53072 (P) 800-876-8478 / 262-695-2340 (F) 262-695-2359

Equal Employment Opportunity/Affirmative Action Employer

**RESOLUTION NO. 17-30**

**RESOLUTION CANCELLING OR REDUCING BOND LEVIES – 2005A GO CAPITAL  
IMPROVEMENT PLAN BOND**

BE IT RESOLVED by the City Council of the City of Spring Lake Park, Anoka and Ramsey Counties, Minnesota, that there is irrevocably available and on-hand funds for the following General Obligation bonds:

1. The sum of \$65,425.90 for the 2018 installment of the 2005A G.O. Capital Improvement Plan Bond.

BE IT FURTHER RESOLVED that, in accordance with Minnesota Statutes Section 475.61, as amended from time to time, the County Auditors of Anoka and Ramsey Counties are hereby authorized and directed to reduce by the amounts above mentioned the tax that would otherwise be included on the rolls for 2017, collectable in 2018.

BE IT FURTHER RESOLVED that the City Clerk of the City of Spring Lake Park is hereby instructed to transmit a certified copy of this resolution to the County Auditors of Anoka and Ramsey Counties, Minnesota.

The foregoing resolution was moved for adoption by

Upon roll call, the following voted aye:

And the following voted nay:

Whereupon the Mayor declared said resolution duly passed and adopted this 19th day of September, 2017.

---

Cindy Hansen, Mayor

ATTEST:

---

Daniel R. Buchholtz, Administrator

State of Minnesota )  
Counties of Anoka and Ramsey )ss  
City of Spring Lake Park )

I, Daniel R. Buchholtz, duly appointed and qualified City Administrator in and for the City of Spring Lake Park, Anoka and Ramsey Counties, Minnesota, do hereby certify that the foregoing is a true and correct copy of Resolution No. 17-30, A Resolution Cancelling Bond Levies – 2005A GO Capital Improvement Plan Bond, adopted by the Spring Lake Park City Council at their regular meeting on the 5<sup>th</sup> day of September 2017.

\_\_\_\_\_  
Daniel R. Buchholtz, Administrator

(SEAL)

Dated: \_\_\_\_\_

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

## Contractor's Licenses

September 18, 2017

### Mechanical Contractor

J-Berd Mechanical

Uptown PHC

### Plumbing Contractor

Champion Plumbing

J-Berd Mechanical

Labelle Plumbing

### Roofing Contractor

John A Dalsin & Son, Inc.

### Sign Contractor

Indigo Signworks, Inc.

Sign Art Co., Inc.



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

Sign Permits

September 18, 2017

Subway

915 County Highway 10

Approval contingent on engineer's drawings

Empire Beauty School

8205 University Avenue

Boost Mobile

8097 Highway 65 NE #105

Holiday Stationstore

8101 University Avenue NE

CITY OF SPRING LAKE PARK  
1301 81<sup>ST</sup> AVENUE N E  
SPRING LAKE PARK, MN 55432

**SIGN PERMIT APPLICATION**

DATE: 8/24/17

NAME OF APPLICANT: SignArt Co. Inc.

ADDRESS OF APPLICANT: 2170 Dodd Rd Mendota Heights MN 55120

TELEPHONE NUMBER OF APPLICANT: \_\_\_\_\_

**NAME OF BUSINESS AND LOCATION** of building structure, or lot to which or upon which the sign is to be attached or erected Subway - 915 Couty Hwy 10

New Construction:  Remodel: \_\_\_\_\_ Word Change Only: \_\_\_\_\_

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

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

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

Name of person, firm or corporation erecting the structure: SignArt Co., Inc.

Address: 2170 Dodd Rd Mendota Heights MN 55120

Is an Electrical Permit required? \_\_\_\_\_

I, the undersigned applicant, do further make the following agreement with the City of Spring Lake Park Mn:

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

  
SIGNATURE OF APPLICANT

FOR OFFICE USE ONLY:\*\*\*\*\*  
FEE: \$120.00 RECEIPT NUMBER: \_\_\_\_\_

DATE OF APPROVAL: \_\_\_\_\_ DATE OF ISSUE: \_\_\_\_\_

REASON FOR DENIAL: \_\_\_\_\_

ADDITIONAL REQUIREMENTS FOR SIGN PERMIT:

SQUARE FOOTAGE OF FRONT OF BUILDING: 16' - 8" x 60'  $200'' \times 720'' = 1,000 \cancel{\text{sq ft}}$

SQUARE FOOTAGE OF ALL EXISTING SIGNS: 0

SQUARE FOOTAGE OF PROPOSED SIGN OR SIGNS:  $36 \times 2 = 72 \cancel{\text{sq ft}}$

INCLUDE A DRAWING SHOWING LOCATION AND MESSAGE ON SIGN.

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

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

DRAWING:

proposed  
 $36 \cancel{\text{sq ft}} \times 2 = \$60.00 \times 2 = \$120.00$

$$\begin{array}{r} 300 \cancel{\text{sq ft}} - 30\% \\ 72 \cancel{\text{sq ft}} \text{ proposed} \\ \hline 228 \cancel{\text{sq ft}} \text{ Remaining} \end{array}$$

**Sign Specifications:**

**Internally Illuminated (LED)  
Double Faced Pylon Sign  
with Flex Face**

Fabricated aluminum frame

Retainers and Returns:  
(black TBD)

**Faces:**

Translucent white flex faces  
with digitally printed graphics

3M 3630-75 "Marigold" Vinyl w/ 3M 3660M Over Laminate  
3M 3630-156 "Vivid Green" Vinyl w/ 3M 3660M Over Laminate

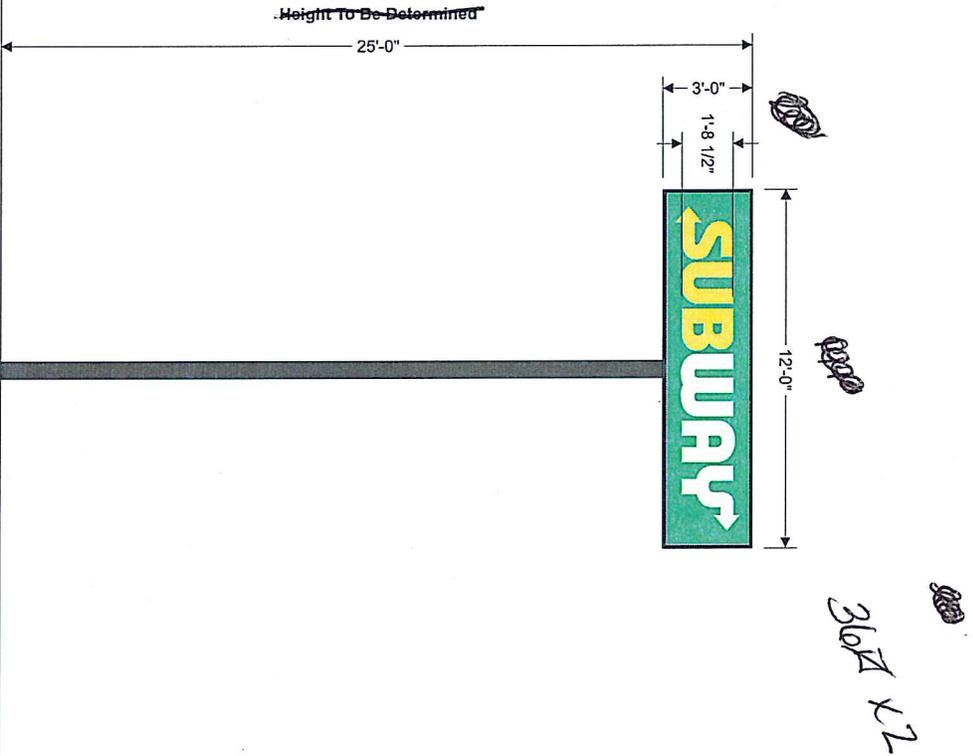
PMS #7548C (yellow)  
PMS #2426C (green)

**Pole:**  
Steel Pole with Concrete Footing

**Sign Code:**

Maximum Sign Area:  
Wall Sign Letters 36 sq. ft.  
Wall Sign Logo: 20 sq. ft.

Pylon Sign: 189 sq. ft.



SCALE: 1/4" = 1'-0"

Sign Area: 36 sq. ft.

**CUSTOMER INFORMATION**

Customer: Subway

Address: Blaine, MN

Sales: Frank Snyder

**DRAWING INFORMATION**

File Name: Subway

Blaine, MN  
Pylon sign  
REV C 8-16-17

Date: REV A 6-13-17

Revisions: REV B 7-6-17  
REV C 8-16-17

Scale: 1/4" = 1'-0" at 11" x 17"

Page: 2 of 2

Designer: Jeff Weispennig

Customer/  
LL Approval:



**Signart Company**

Eau Claire, WI  
715-834-5127  
800-235-5178

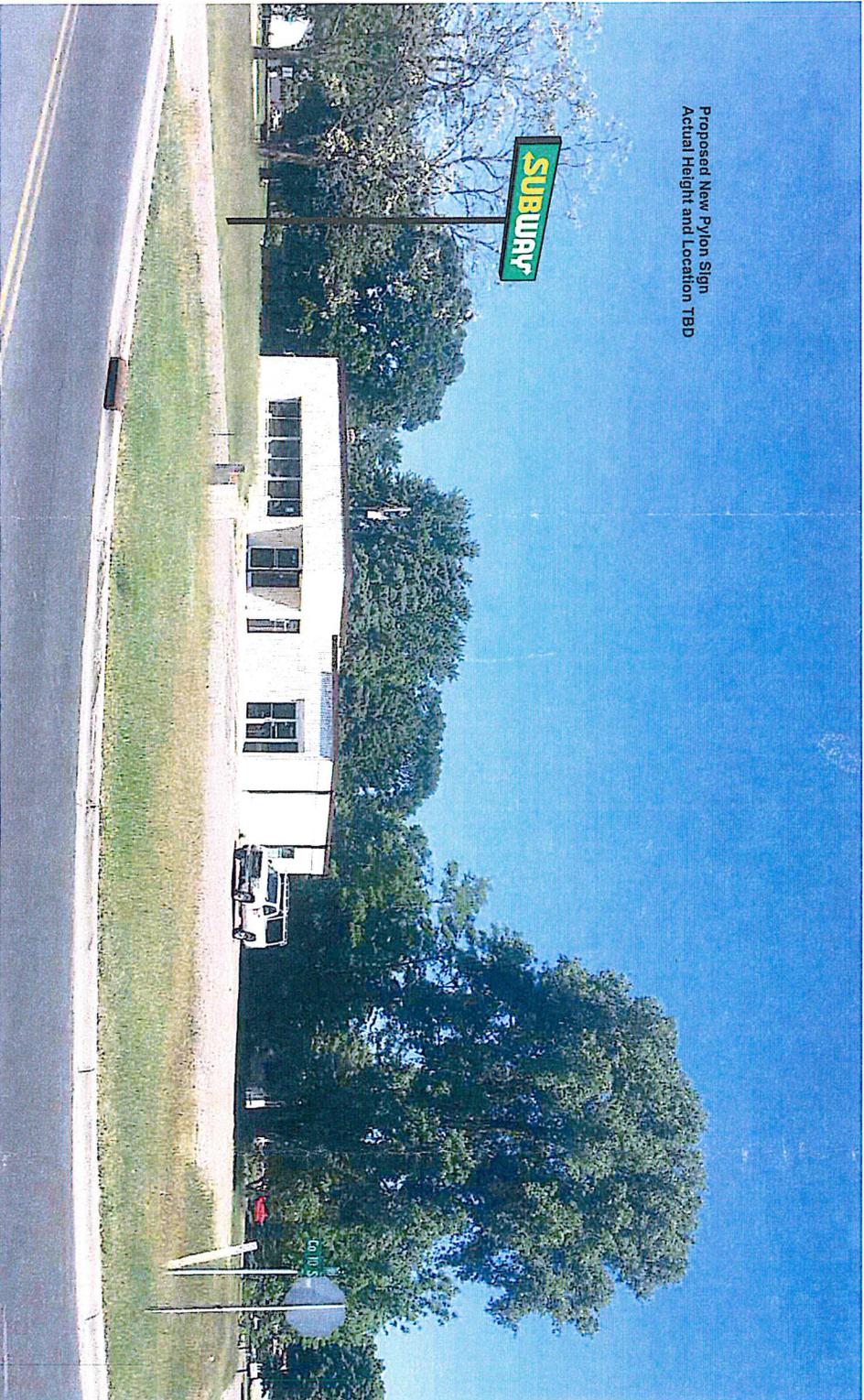
St. Paul, MN  
651-688-0563  
800-699-0563  
www.signartusa.com



This drawing was created to assist you in visualizing our proposal. It is the property of Sign Art Company and may not be used or reproduced by others.

# Photograph with Sign Location

Location - Existing Condition



Proposed New Pylon Sign  
Actual Height and Location TBD

## CUSTOMER INFORMATION

Customer: Subway

Address: Blaine, MN

Sales: Frank Snyder

## DRAWING INFORMATION

File Name: Subway  
Blaine, MN  
pylon sign  
REV C 8-16-17

Date: REV A 6-13-17  
REV B 7-6-17  
Revisions: REV C 8-16-17

Scale: none  
Page: 2 of 2

Designer: Jeff Weispennig

Customer/  
LL Approval:



SignArt Company

Eau Claire, WI  
715-834-5127  
800-235-5178

St. Paul, MN  
651-688-0563  
800-699-0563  
www.signartusa.com



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# APPROVAL REQUEST - LOCALLY MANUFACTURED SIGNAGE

Submit this form and follow up with required attachments to:

*Pat Paoletto - Signage*

Fax: 203-783-7412 • Phone: 800-888-4848 Ext. 1412 • E-Mail: [paoletto@subway.com](mailto:paoletto@subway.com)

Franchise World Headquarters (FWH) • 325 Bic Drive • Milford, CT 06461-3059

FOR OFFICE USE ONLY

STORE# 5324

DA BOLTON/VAN NISSEN

## Section A: Franchisee/Store Information      Section B: Manufacturers Information

Store#: <u>5324</u> Franchisee: <u>Blaine Subs LLC</u>	Sign Company Name: <u>SignArt Co., Inc.</u>
Store Address: <u>915 County Hwy 10</u>	Contact: <u>Frank Snyder</u>
City/State/Zip: <u>Spring Lake Park MN 55432</u>	Address: <u>2933 Mondovi Road</u>
E-Mail Address: <u>miked@northmetrosubway.com</u>	City/State/Zip: <u>Eau Claire WI 54703</u>
Phone: <u>612-327-1693</u>	Phone: <u>715-834-5127</u> Fax: <u>800-434-0489</u>
Fax: _____	E-Mail Address: <u>fsnyder@signartusa.com</u>

## Section C: Manufacturer's Required Attachments

1. A copy of the sign company's Certificate of Insurance naming Doctor's Associates Inc. and it's affiliates as "Co-Insured" or "Additional Insured". Insurance for Public Liability to be a minimum of \$1,000,000. (Not applicable for non-electric signs).
2. U.L Listing File Number (USA), C.U.L. Listing File Number or C.S.A. Number (CAN), C.E. Approved Components (EUR) or membership number of an electrical standards group. List organization and membership number 82725
3. Price Quote \$ \$14,675 (or email copy of written proposal)
4. Scaled drawing with all dimensions to show how the signage will appear when installed. Also include logo and colors.
5. Logo reproduction using authorized logo provided by DAI.

## Section D: Manufacturer's Information List Size(s) for Proposed Type of Signage

Awning: <u>none</u>	Channel Letters: <u>31sqft</u>	Box Sign: <u>none</u>	Neon Logo: <u>none</u>
Pole Sign: <u>36sqft</u>	Monument Sign: <u>none</u>	Tenant Panels: <u>none</u>	Contour: <u>none</u>
Replacement Faces: <u>none</u>	Sandblasted Wooden Sign: <u>none</u>	Other (Describe): <u>none CHOICEMARK</u>	

## Section E: Restricted Signage (Copy of Lease or Code Restriction Required)

Required By  Lease  Zoning  Historical  Oil Co.  Other (Describe): \_\_\_\_\_

Restriction  Max Size  Color  Font Style  Illumination  Cabinet Shape

## Section F: Certification of Compliance (Manufacturer to Read and Sign Below)

Please check appropriate box. If you answer "no" to any of the criteria listed below, please explain on the exception line provided.

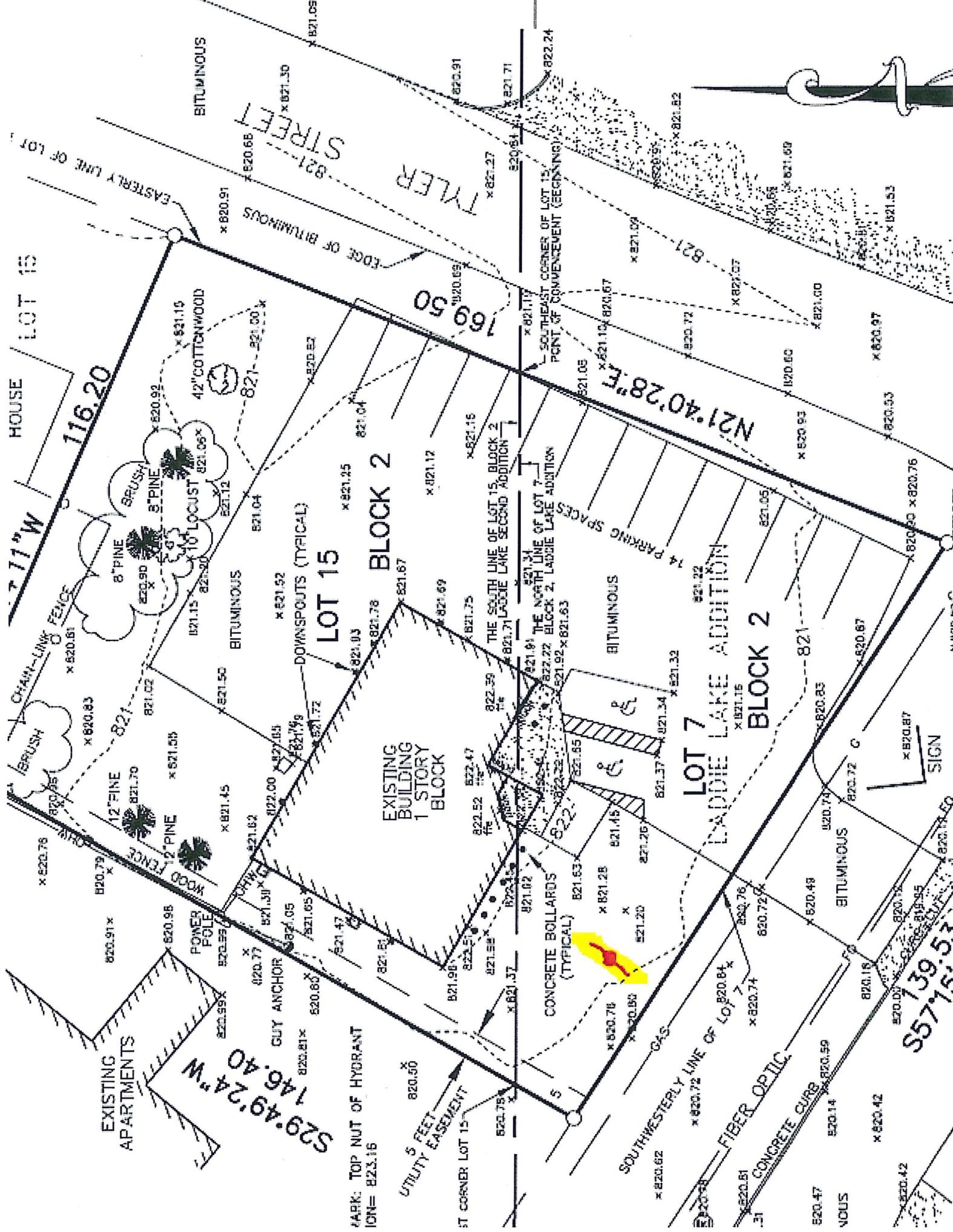
Yes No

- All electrical signs will bear a U.L. Label (USA), C.U.L. Label or CSA Number (CAN), CE Approval (EUR) or meet your country's electrical standards requirement and/or inspection. (Not applicable for awnings, replacement faces, tenant panels or non-illuminated signs).
- All installations will be in accordance with national, country, state/province and local electrical codes.
- All locally manufactured signage will be manufactured in accordance to SUBWAY® specifications provided by DAI. Any deviations made to the Subway® specifications that do not receive prior approval from DAI will not be tolerated. The manufacturer will be required to correct these deviations at his own expense.
- DAI's Signage Administrator must authorize the Approval Request PRIOR to the sign's manufacture.
- If local code or lease restrictions dictate changes to the specifications, written documentation will be provided citing the restriction.
- I understand that approval of this signage does not imply or grant blanket approval of my company. The "Approval Request" form must be repeated for additional signage for this and other locations.

Exception:

Frank Snyder	SignArt Co., Inc.	Sales	0 8 / 1 / 6 1 7
Representative Signature	Sign Company Name	Title	Date

For Office Use Only:  
DATE RECEIVED: 08/17/17      DATE APPROVED: 08/22/17      APPROVED BY: [Signature]



## Kristine Pearson

---

**From:** Holly Woerz <clerical@signartusa.com>  
**Sent:** Friday, September 08, 2017 10:02 AM  
**To:** kpearson@slpmn.org  
**Subject:** Subway - 915 Co. Hwy 10  
**Attachments:** Subway Pylon Location.PNG

Hi Kristine,

Attached is location for pylon sign, it will not be located in the Anoka Co. right-of-way and will be the allowed max of 25' high. I will forward engineering drawings as soon as I get them.

Thanks!

Holly Woerz  
Administrative Assistant  
651-688-0563  
[hwoerz@signartusa.com](mailto:hwoerz@signartusa.com)



[www.signartusa.com](http://www.signartusa.com)

### Eau Claire, WI

2933 Mondovi Road  
Eau Claire, WI 54701

715-834-5127  
800-235-5178

### St. Paul, MN

2170 Dodd Road  
Mendota Heights, MN 55120

651-688-0563  
800-699-0563



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CITY OF SPRING LAKE PARK  
1301 81<sup>ST</sup> AVENUE N E  
SPRING LAKE PARK, MN 55432

SIGN PERMIT APPLICATION

DATE: 9-6-17

NAME OF APPLICANT: Leroy Signs Inc.

ADDRESS OF APPLICANT: 6325 Welcom Ave N, Brooklyn Park, MN 55429

TELEPHONE NUMBER OF APPLICANT: 763-535-0080

NAME OF BUSINESS AND LOCATION of building structure, or lot to which or upon which the sign is to be attached or erected 8205 University Avenue  
Empire Beauty School

New Construction: \_\_\_\_\_ Remodel: \_\_\_\_\_ Word Change Only: \_\_\_\_\_

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

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

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

Name of person, firm or corporation erecting the structure: Leroy Signs

Address: \_\_\_\_\_

Is an Electrical Permit required? \_\_\_\_\_

I, the undersigned applicant, do further make the following agreement with the City of Spring Lake Park Mn:

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

Lee Ren  
SIGNATURE OF APPLICANT

FOR OFFICE USE ONLY.\*\*\*\*\*  
FEE: \$100.<sup>00</sup> RECEIPT NUMBER: \_\_\_\_\_

DATE OF APPROVAL: \_\_\_\_\_ DATE OF ISSUE: \_\_\_\_\_

REASON FOR DENIAL: \_\_\_\_\_

ADDITIONAL REQUIREMENTS FOR SIGN PERMIT:

SQUARE FOOTAGE OF FRONT OF BUILDING: 14' x 21,852 sq. ft.

SQUARE FOOTAGE OF ALL EXISTING SIGNS: 1832

SQUARE FOOTAGE OF PROPOSED SIGN OR SIGNS: 16 sq. ft.  
Empire Beauty School 16 sq. ft.

INCLUDE A DRAWING SHOWING LOCATION AND MESSAGE ON SIGN.

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

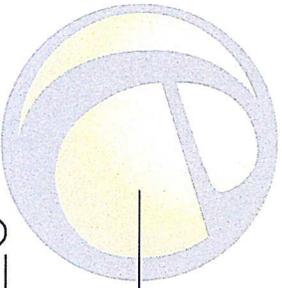
NOTE: ALL APPLICATIONS ARE DUE BY NOON ON THE TUESDAY PRECEEDING THE COUNCIL MEETING.

DRAWING:

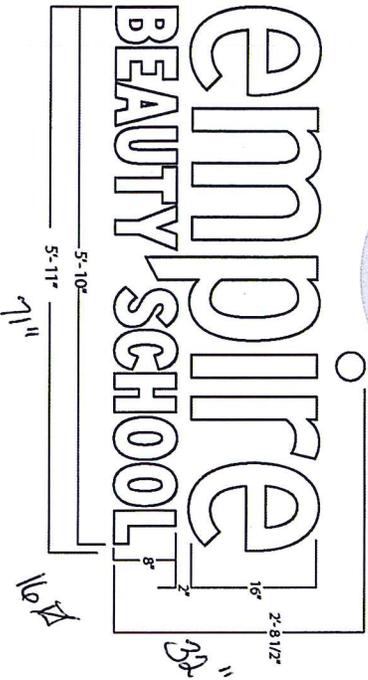
Proposed  
16 sq. ft. - \$60

6556 sq. ft. - 30%  
1832 sq. ft. Existing  
16 sq. ft. Proposed  
4708 sq. ft. Remaining

1 qty, 16" - 8" LED Illuminated Day/Night Letter Set



Existing  
36" dia. Logo

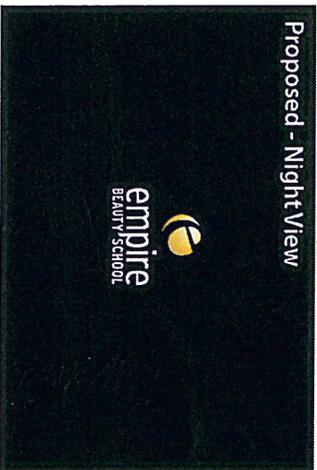


Empire Beauty School =  
 White Faces with 1st Surface Black MicroPerf Vinyl (Black during Day-White by Night)  
 (White LED Illumination)  
 Black Trim-Cap, Black Side Walls  
 Remote Transformers

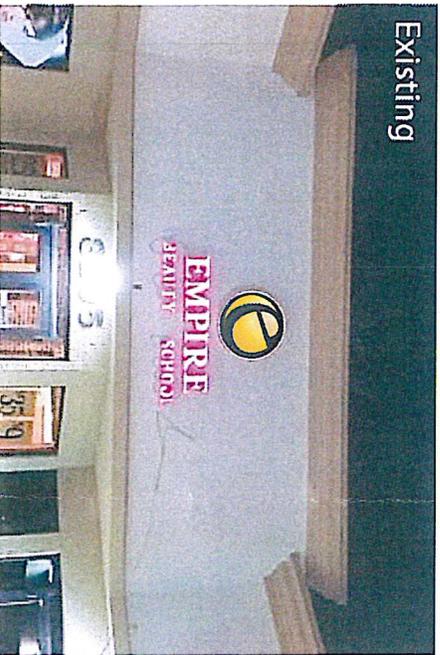
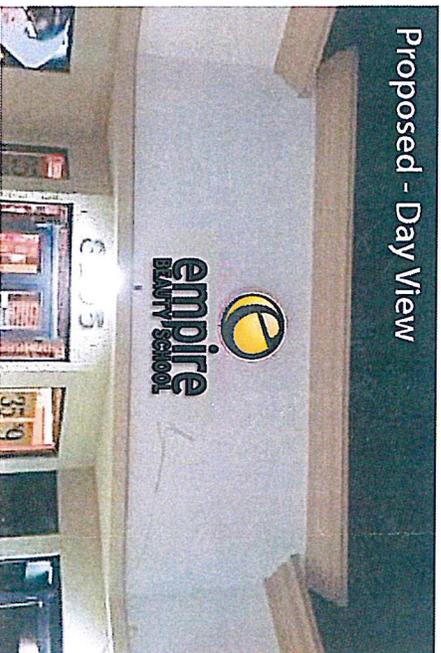


**NOTE: BEAUTY SCHOOLS copy has been modified to use LED illumination - CUSTOM FOR THIS LOCATION.**

Proposed - Night View



Proposed - Day View



Existing

Sketch No. 17-5-52-F-EMP-A3

Scale: 1/2" = 1'-0"

Date: 5-31-2017

Customer  
Approval:

Dualite Sales & Service, Inc.  
 WILLIAMSBURG, OHIO • CEDAR HILL, TEXAS  
 Dualite Sales & Service, Inc.  
 One Dualite Lane  
 Williamsburg, Ohio 45176

This design is exclusive property of  
 Dualite Sales & Service, Inc.  
 1 Dualite Lane, Williamsburg, OH 45176  
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 paper or any work without the permission of  
 Dualite Sales & Service, Inc. will subject the  
 user to liability under the copyright statutes  
 of the United States.

Note: Dimensions are approximate  
 and subject to change. Rendering  
 review by Dualite Engineering.



EMPIRE EDUCATION GROUP  
396 Pottsville/St. Clair Highway • Pottsville, PA 17901  
570.429.4321

August 31, 2017

Gator Investments  
Attn: Chris Kolbe  
7850 NW 146<sup>th</sup> Street  
Miami Lakes, FL 33016

RE: Empire Beauty Signage

Chris,

The letters for our "Empire Beauty School" sign above our front door are broken and in need of replacement. Attached is the new layout from our sign vendor. If you are agreeable to this replacement, please sign and date below. Thank you

Thank you,

Megan Snyder  
Empire Education Group

  
Signature

8.31.17  
Date

CITY OF SPRING LAKE PARK  
1301 81<sup>ST</sup> AVENUE N E  
SPRING LAKE PARK, MN 55432

**SIGN PERMIT APPLICATION**

DATE: 9/15/2017  
NAME OF APPLICANT: Jeff Kavtson Twin Cities Sign Installations  
ADDRESS OF APPLICANT: 14333 Ural St. NE Ham Lake, MN 55304  
TELEPHONE NUMBER OF APPLICANT: 651-208-2547

**NAME OF BUSINESS AND LOCATION** of building structure, or lot to which or upon which the sign is to be attached or erected 8097 Central Ave NE Suite 105  
Boost Mobile

New Construction:  Remodel:  Word Change Only:

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

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

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

Name of person, firm or corporation erecting the structure: Twin Cities Sign Installations

Address: 14333 Ural St. NE Ham Lake, MN 55304

Is an Electrical Permit required? Yes, we are not hooking up electric though

I, the undersigned applicant, do further make the following agreement with the City of Spring Lake Park

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

Jeff Kavtson  
SIGNATURE OF APPLICANT

FOR OFFICE USE ONLY:\*\*\*\*\*

FEE: 120 + 120 = \$240

RECEIPT NUMBER: \_\_\_\_\_

DATE OF APPROVAL: \_\_\_\_\_ DATE OF ISSUE: \_\_\_\_\_

REASON FOR DENIAL: \_\_\_\_\_

ADDITIONAL REQUIREMENTS FOR SIGN PERMIT:

SQUARE FOOTAGE OF FRONT OF BUILDING: ~~410~~ 2146

SQUARE FOOTAGE OF ALL EXISTING SIGNS: ~~1003~~ 412

SQUARE FOOTAGE OF PROPOSED SIGN OR SIGNS: ~~160 Building~~ 1146 for pylon panel #2  
10x2 = 20 pylon

INCLUDE A DRAWING SHOWING LOCATION AND MESSAGE ON SIGN.

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

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

DRAWING:

Proposed  
Building \$60 + \$60 = \$120.00  
pylon \$60 x 2 = \$120  
\$240

644 - 30%  
412 Existing  
120 Proposed  
112 Remaining

Canbou  
45 x 3 = 135 Building  
8.25 x 2 = 16.5 pylon

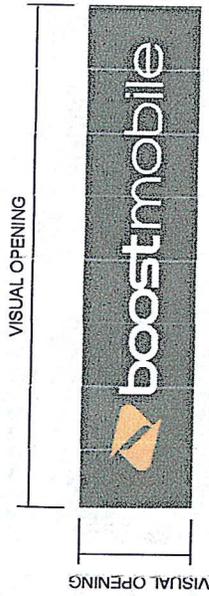
Your Xchange  
8.25 x 2 = 16.5 pylon  
53 Building

AKways Barber  
19 Building  
8.25 x 2 = 16.5 Pylon

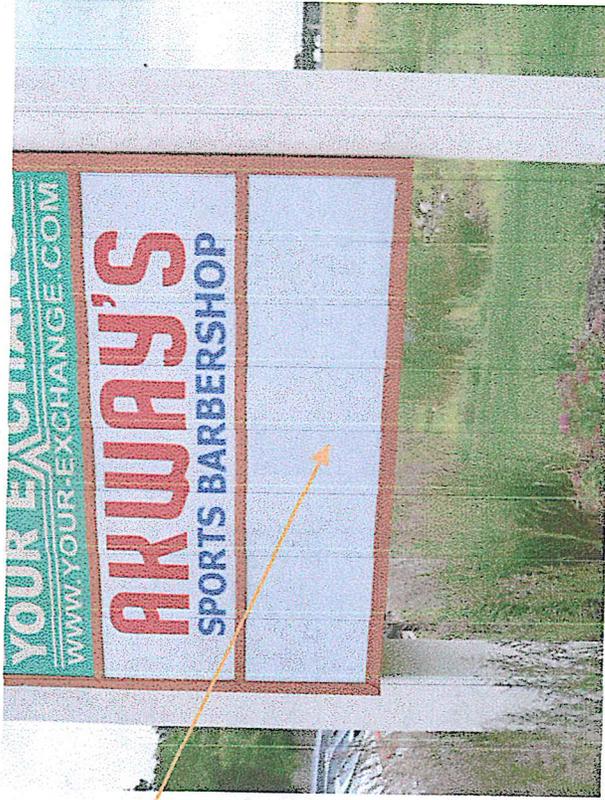
Monarch Dental  
9 x 2 = 18 pylon  
78 Building

Revitalife  
8.25 x 2 = 16.5 pylon  
43 Building

Exterior Site Plan | Tenant Panel



Proposed



Existing

N-01



26" X 74

10/21 X 2 = 20/21

**NOTE:** Quote does not include removal of any existing signage, patching or painting of the existing facade. Boost Mobile requires that any existing signs be removed and that facade is patched and painted by the dealer, or landlord to match the color of existing fascia prior to the new signs being installed by Principle USA Inc. Please contact your Field Activity Manager if you would like Principle to quote removal of any existing signage, or patching and painting of the facade.

2035 Lakeside Centre Way Suite 250  
 Knoxville, TN 37922  
 T+865 692 4058 F+865 692 4104

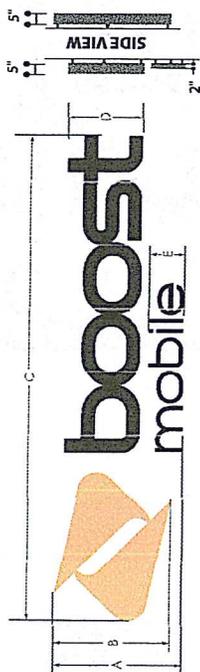
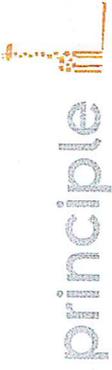
Revision notes:



Client:	Boost Mobile	Drawn by:	CDL-S
Project:	As Built	Checked by:	-
Title:	TBD	Scale:	NTS
Date:	7.3.17	Revised:	-
		Page:	4

61" x 236" = 1607

Exterior Site Plan | 36" Stacked Channel Letters Face & Halo Lit



Product Code	A	B	C	D	SF
BST-CL-ST-W/36	5'-1 1/16"	4'-7 11/16"	19'-8 1/2"	3'-0"	100.3
	E				
	1'-4 1/8"				

SIGN FACE VINYL

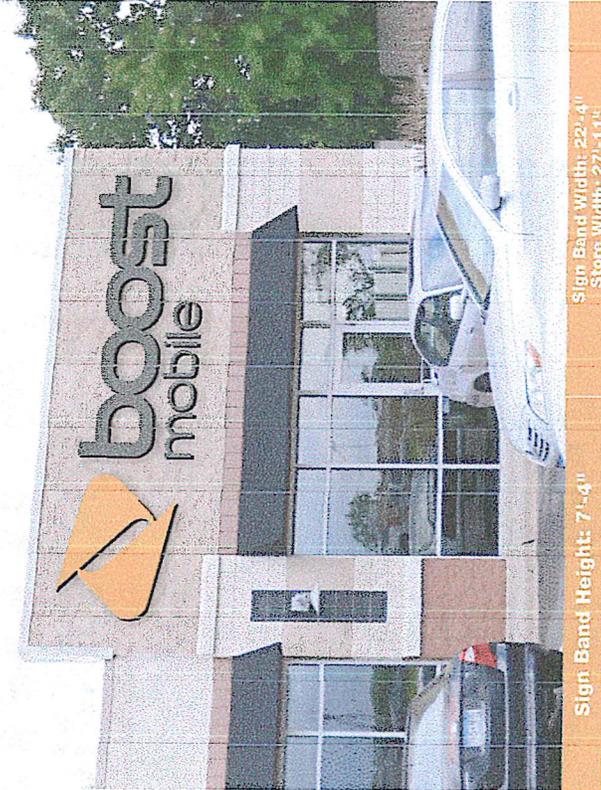
- 3M TRANSLUCENT VINYL - TANGERINE - 3M 3630-84
- 3M VINYL - BLACK PERFORATE VINYL - 3635-222
- 3M VINYL - BLACK PERFORATE VINYL - 3635-222

METAL PAINT

- BLACK - MATTHEWS - MP 42-204SP (GLOSS)
- WHITE - MATTHEWS PAINT - SEMI-GLOSS MP 27368 - VERSION WHITE

NOTE: Quote does not include removal of any existing signage, patching or painting of the existing façade. Boost Mobile requires that any existing signs be removed and that façade is patched and painted by the dealer, or landlord to match the color of existing fascia prior to the new signs being installed by Principle USA Inc. Please contact your Field Activity Manager if you would like Principle to quote removal of any existing signage, or patching and painting of the façade.

Proposed



Existing



N-02

2035 Lakeside Centre Way Suite 250  
Knoxville, TN 37922  
T+865 692 4058 F+865 692 4104

Revision notes:

Client:	Boost Mobile	Drawn by:	CDL-S
Project:	As Built	Checked by:	-
Title:	TBD	Scale:	NTS
Date:	7.3.17	Revision:	-
		Page:	5



PGID: 216

SFID: 0018000001WXWz4AAH

Client: Boost Mobile

Project: Next Gen 4.0

Title: Exterior Signage

Site address: 8097 Central Ave NE, Ste 105  
Spring Lake Park, MN

Project manager: Lisa Williams

Drawn by: CDL-S

Date: 7/3/17

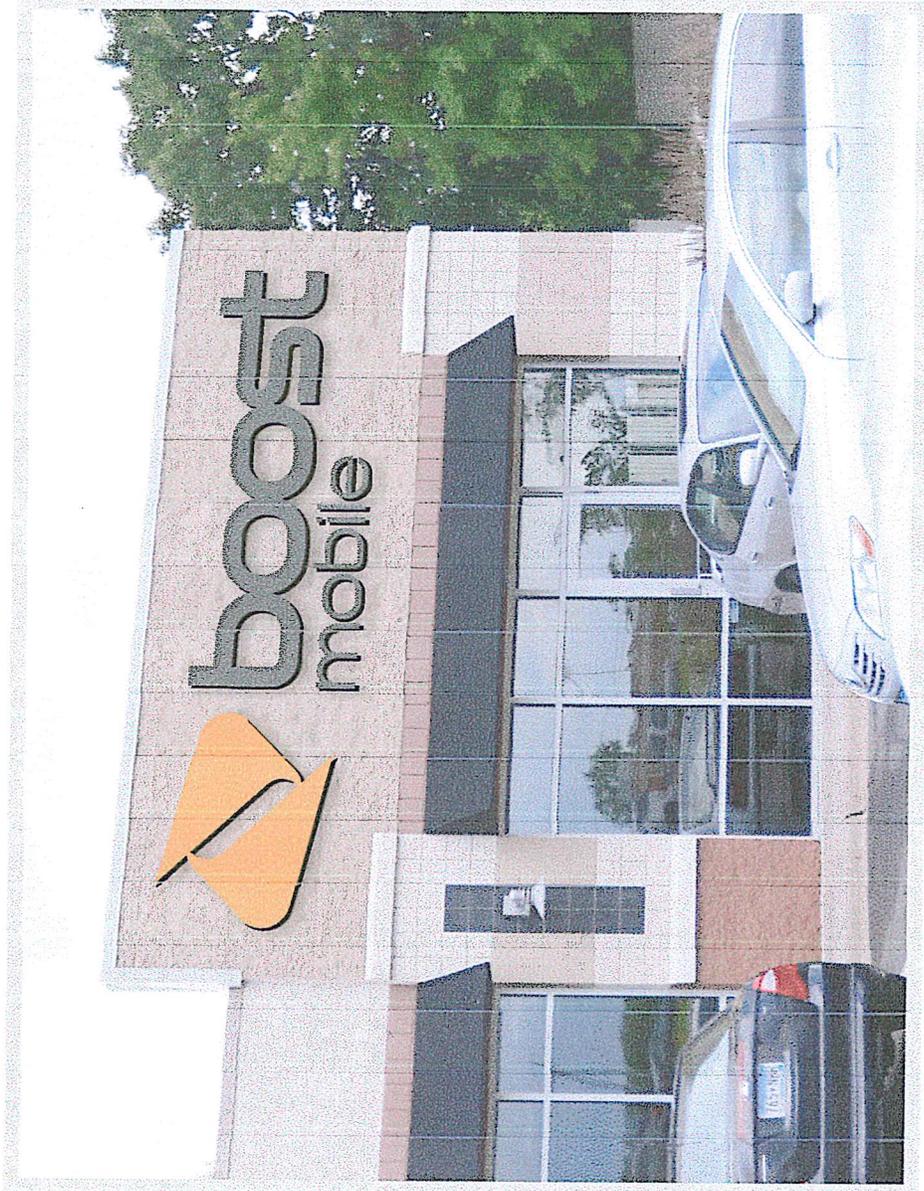
Revision: Initial

As the Owner/Lessor/Mortgage or Security Interest holder, I hereby acknowledge and accept the installation of signs as illustrated within the renderings shown within this brand proposal. By signing below I consent to the installation of signs at the premises and property address listed within this brand proposal and acknowledge that I have reviewed all details of this brand proposal in its entirety.

Signature of (Owner/Lessor/Mortgage or Security Interest Holder)

Print Name

Date



NOTE: Quote does not include removal of any existing signage, patching or painting of the existing façade. Boost Mobile requires that any existing signs be removed and that façade is patched and painted by the dealer, or landlord to match the color of existing fascia prior to the new signs being installed by Principle USA Inc. Please contact your Field Activity Manager if you would like Principle to quote removal of any existing signage, or patching and painting of the façade.

# Exterior Site Plan | Summary



Sign	Existing Sign	SF	Recommended Sign	SF
N-01	No Existing Sign	N/A	Tenant Panel	10.27
N-02	No Existing Sign	N/A	36" Stacked Channel Letters Face & Halo Lit	100.3



 2035 Lakeside Centre Way Suite 250 Knoxville, TN 37922 T+865 692 4058	Revision notes:			Client: Boost Mobile	Drawn by: CDL-S
		Project: As Built	Checked by:	Title: TBD	Scale: NTS
T+865 692 4104	Date: 7.3.17	Date:	Revision:	Page: 2	Revision:

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**Boost Mobile Code Check Form**

Customer Name: Mobile One Wireless  
 Site ID #: 216  
 Address: 8097 Central Ave NE, Site 105  
 City: Spring Lake Park State: MN Zip: 55432

Zoning: C-1, Shopping Center Commercial  
 Jurisdiction: City of Spring Lake Park  
 Contact Name: Kristine Fiersen  
 Phone: 763-784-3491  
 Fax: \_\_\_\_\_  
 Email: \_\_\_\_\_

**Ground Signs - Pylon (Pole) & Monument**  P/A - Existing Pylon (Pole) Sign

Are ground signs allowed? Yes  No  Monument   
 Number of signs allowed: N/A  Monument   
 Maximum SF allowed: N/A  Monument   
 Maximum Overall Height: N/A  
 Lighting Restrictions: N/A  
 How many faces count toward sign area? N/A

Notes: \_\_\_\_\_

**Wall Signs**

Square footage based on:  Sign Surface  Signing Content   Total Area   
 Maximum Projection: \_\_\_\_\_  
 Maximum SF allowed: NTE SF allowance  18 inches  
 Maximum SF allowed: NTE 50% of front facade of building aggregate   
 Maximum Height: \_\_\_\_\_ Max. Letter Height: Not regulated Max. Sign Width: Not regulated  
 Can sign project above roofline? Yes  No  If yes, how much? 6  
 Lighting Restrictions: No flashing, blinking, animation or glare  
 How is the sign area calculated? Smallest Rectangle Is area transferable to another location? Yes  No

Notes: \_\_\_\_\_

**- Site has an existing multi-tenant sign available to businesses. Contact landlord to confirm access and availability.**

**Face Replacements**

Can grandfathered status remain if signs are replaced? Yes  No  Are permits required if only replacing the sign? Yes  No   
 Are permits required if remodeling or repairing the sign? Yes  No

**Window Signs**

Are window signs allowed? Yes  No   
 Signs extend beyond above wall sign SF? No  
 Maximum SF allowed: \_\_\_\_\_  
 Permit required for non-illuminated window signs: Yes  No

**Projecting Signs**

Are projecting signs allowed? Yes  No   
 Allowed over public roadway? Yes  No   
 Maximum projection: 16  
 Feet from property line: 0  
 Clearance to grade: Not regulated

Notes: \_\_\_\_\_

**Permit Requirements**

Permits can be applied for by:  Merchant  Authorized Agent  Contractor   
 License Required:  Business  Contractor   
 Signage Required on Application:  Corner  Contractor   
 Documents Required:  Site Plan  Sign Details  Scaled Elevation  Additional Professional Seals   
 Number of Documents: 2  
 Decrement Size: Scalable to Fit Cost of Permit: \$60 for 1st 40SF + \$1/SF addl  
 Length of time to secure permit: \_\_\_\_\_ Other permit costs / fees: Electrical Permit required for illuminated signs.  
 Is there a design review based on approved signs? Yes  No

Notes: \_\_\_\_\_

**- May not block area between 4' and 7' above grade.**

**- City council must approve signage.**

2035 Lakeside Centre Way Suite 250  
 Knoxville, TN 37922  
 T+865 692 4058

Revision notes:

2035 Lakeside Centre Way Suite 250  
 Knoxville, TN 37922  
 T+865 692 4104

Client:	Boost Mobile	Drawn by:	CDL-S
Project:	As Built	Checked by:	-
Title:	TBD	Scale:	NTS
Date:	7.3.17	Revision:	-
		Page:	3



A DIVISION OF HUSK COMPANIES, INC.  
1115 Indy Court \* Evansville, IN 47725  
P: 812-473-2000 \* F: 812-867-0848

RE: BOOST MOBILE  
8097 Central Ave NE  
STE 105  
Spring Lake Park, MN

## AUTHORIZATION AND CONSENT FORM

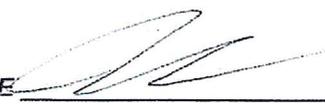
By my signature below, I hereby authorize that I am the owner of this property indicated above or otherwise duly authorized by the Lease to grant authorization for Husk Signs and/or Tri-State Signs to apply for permits and install new signage at the above referenced location.

*Please check one (if applicable):*

Husk Signs and/or its sub-contractors is authorized to remove the existing sign and/or sign cabinet and dispose of it. I agree to waive all right, title and interest in such sign and/or sign cabinet.

Husk Signs and/or its sub-contractors is authorized to remove the existing sign and/or sign cabinet and leave on premises in a location designated by me.

### LANDLORD APPROVAL

SIGNATURE  PRINT NAME Jason VanDeWiele DATE 9/6/12

TITLE Senior Ops Mgr EMAIL jason@oppidan.com

ADDRESS KELP 128 PHONE 952 294 1256

LID

Oppidan Investment  
Company  
400 Water Street, Suite 200  
Excelsior, MN 55331

Brandy S @ Indigo signworks . Com

CITY OF SPRING LAKE PARK  
1301 81<sup>ST</sup> AVENUE N E  
SPRING LAKE PARK, MN 55432

SIGN PERMIT APPLICATION

DATE: 8-31-17  
NAME OF APPLICANT: Indigo Signworks Inc.  
ADDRESS OF APPLICANT: 4133 Iowa St. Ste #100 Alexandria MN 56308  
TELEPHONE NUMBER OF APPLICANT: (320) 846-9697 - Brandy Schmidt  
NAME OF BUSINESS AND LOCATION of building structure, or lot to which or upon which the sign is to be attached or erected Holiday Station Store - 8101 University Ave. N. Spring Lake Park

New Construction: \_\_\_\_\_ Remodel:  Word Change Only: \_\_\_\_\_

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

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

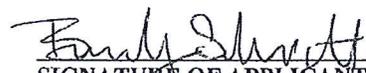
Attach a copy of stress sheets and calculations showing the structure is designed for dead load and wind velocity in the amount required by this and all other Ordinances of the City, if requested by the Building Inspection Department.

Name of person, firm or corporation erecting the structure: Indigo Signworks Inc.

Address: 4133 Iowa St. Ste #100 Alexandria MN 56308

Is an Electrical Permit required? No

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

  
SIGNATURE OF APPLICANT

FOR OFFICE USE ONLY: \*\*\*\*\*  
FEE: \$120.00 RECEIPT NUMBER: \_\_\_\_\_

DATE OF APPROVAL: \_\_\_\_\_ DATE OF ISSUE: \_\_\_\_\_

REASON FOR DENIAL: \_\_\_\_\_

ADDITIONAL REQUIREMENTS FOR SIGN PERMIT:

SQUARE FOOTAGE OF FRONT OF BUILDING: 1501 sq ft

SQUARE FOOTAGE OF ALL EXISTING SIGNS: 388.5 sq ft

SQUARE FOOTAGE OF PROPOSED SIGN OR SIGNS  
28 sq ft x 2 = 56 sq ft

INCLUDE A DRAWING SHOWING LOCATION AND MESSAGE ON SIGN.

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

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

DRAWING: \* Please see attached sketch.

Replacing w/ same size

We are modifying the gas picer on the existing pylon. Everything else on the pylon will stay the same.

Proposed  
28 sq ft x 2 = \$60 x 2 = \$120.00

450 sq ft - 30%  
388.5 sq ft - existing  
56 sq ft - proposed  

---

5.5 sq ft Remaining

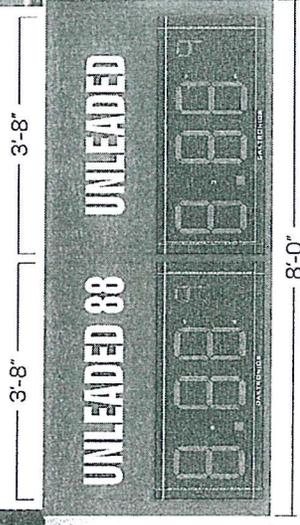
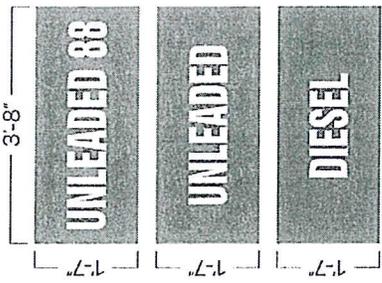


EXISTING:  
3' 6" X 8' 0"

SQ. FT. CHART

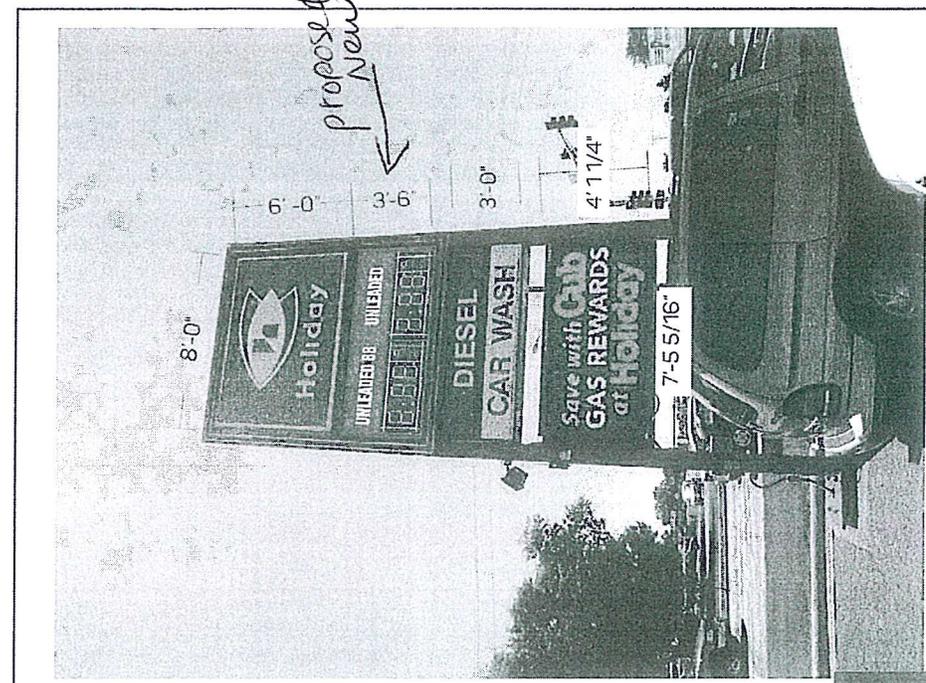
EXISTING	PRODUCT	PROPOSED
48 SQ FT	ID	48 SQ FT
28 SQ FT	PRICER	28 SQ FT
24 SQ FT	DIESEL CAR WASH	24 SQ FT
30.55 SQ FT	EMC	30.55 SQ FT
130.55 SQ FT	TOTAL	130.55 SQ FT

PRODUCT PANEL OPTIONS



Daktronics 16' FL3000 Red Digit, Digit Panel Measures 1'-8" x 3'-8"

GRAPHIC DETAIL  
SCALE: 3/8" = 1'-0"



PROPOSED  
28 SF

APPROVAL BOX - PLEASE INITIAL

CUSTOMER APPROVAL \_\_\_\_\_ DATE \_\_\_\_\_

NOTE: Elevation drawings are for customer approval only, drawings are not to be used as any installation guide, all dimensions must be verified before installation.

Customer:	HOLIDAY STATION	Prepared By:	SC/SC/JAT	Date:	9/11/17
Location:	SPRING LAKE PARK, MN	File Name:	158867 - R2 - SITE 334 - SPRING LAKE PARK, MN	Eng:	-

DISTRIBUTED BY SIGN UP COMPANY  
700 21st Street Southwest  
PO Box 270  
Watertown SD 57201-0270  
1.800.843.9888 · www.personsigns.com

**persona**  
SIGNS | LIGHTING | IMAGE



STATIONSTORES

## HOLIDAY STATIONSTORES

4567 American Boulevard West, Bloomington, MN 55437 (952) 830-8700

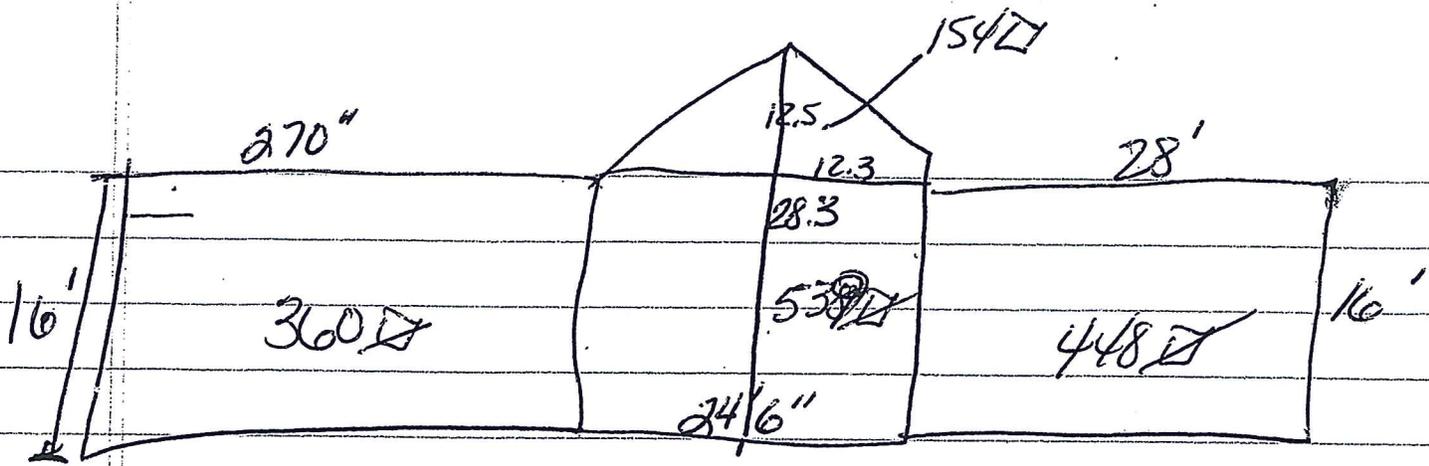
---

I Travis Comer authorize Indigo Signworks to pull a sign permit for our Holiday Gas station located at 8101 University Ave. NE in Spring Lake Park.

Thank you,

A handwritten signature in black ink, appearing to read "Travis Comer", with a long horizontal flourish extending to the right.

Travis Comer  
Project Manager  
Holiday Stationstores, Inc.



360 $\square$	
539 $\square$	
154 $\square$	
448 $\square$	
<hr/>	
1501 $\square$	Total Building Front Square footage

<del>450 <math>\square</math></del>	<del>30%</del>	
<del>40 <math>\square</math></del>		<del>existing 3 signs, 2 carwash &amp; pylon</del>
<del>28 <math>\square</math> x 2 = 56 <math>\square</math></del>		<del>Removing Reader Board portion</del>
<del>35 x 2 = 70 <math>\square</math></del>		<del>Install Electronic Reader Board</del>
<hr/>		
35 $\square$	Remaining	





## Police Report

August 2017

Submitted for Council Meeting- September 18, 2017

The Spring Lake Park Police Department responded to five hundred and eighty-two calls for service for the month of August 2017. This is compared to responding to four hundred and forty-one calls for service in August 2016.

Investigator Baker reports handling a case load of sixty-eight cases for the month of August 2017. Forty-nine of these cases were felony in nature, nine of these cases were gross misdemeanor in nature and ten of these cases were misdemeanor in nature. Investigator Baker also continues to monitor ten forfeiture cases besides his ongoing monthly cases.

Investigator Baker continues to note an increase in cases of Domestic Assaults, Controlled Substances and financial fraud cases involving scams. For further details, see Investigator Baker's attached report.

The Spring Lake Park Police Department Office Staff, 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 police department continues to move forward through our application process for the vacant position of "Records Management Technician" and looks forward to presenting the Mayor and City Council with a candidate name in the future.

The police department in our quest to continue to reach out to our youth in not only the City of Spring Lake Park but throughout Anoka County have donated seven more bikes to "Bikes 4 Kids", this is part of the Robert and Wilma Burback Bike Foundation based in Ham Lake, Minnesota, that provides bikes to kids that are not able to afford buying one themselves.

The Police Department is also happy to announce that the "Spring Lake Park Police Department" on behalf of the City of Spring Lake Park will be participating in the "**14<sup>th</sup> National Prescription Drug Take back Day on Oct. 28, 2017 from 10 am -2 pm**" here at City Hall. More information will be being posted on the Spring Lake Park Police Department Website, Facebook Page and City Website in the near future. Due to the continued success and public participation, the police department will continue to participate in this program.

The month of August 2017 has been a busy month for myself as well, besides handling the day to day operations of the police department, I continue to attend the City Council Meetings held each month here in Spring Lake Park, as well as other meetings throughout the month representing the City of Spring Lake Park and the Police Department.

This will conclude my report for the month of August 2017.

Are there any questions?



Investigator  
Brad Baker

# Spring Lake Park Police Department Investigations Monthly Report

**August 2017**

## **Total Case Load**

### **Case Load by Level of Offense: 68**

<b>Felony</b>	<b>49</b>
<b>Gross Misdemeanor</b>	<b>9</b>
<b>Misdemeanor</b>	<b>10</b>

### **Case Dispositions:**

<b>County Attorney</b>	<b>5</b>
<b>Juvenile County Attorney</b>	<b>0</b>
<b>City Attorney</b>	<b>6</b>
<b>Forward to Other Agency</b>	<b>3</b>
<b>SLP Liaison</b>	<b>0</b>
<b>Carried Over</b>	<b>46</b>
<b>Unfounded</b>	<b>0</b>
<b>Exceptionally Cleared</b>	<b>8</b>
<b>Closed/Inactive</b>	<b>0</b>

### **Forfeitures:**

<b>Active Forfeitures</b>	<b>10</b>
<b>Forfeitures Closed</b>	<b>0</b>

**Notes:**



Number donated

7

Dollar amount

determined by Donor  
Spring Lake Park police

Date

9/4/17

Bikes4Kids initial

CCB

*Your donation is greatly appreciated!!*

*Please keep this for your records.*

The Robert and Wilma Burbach Bike Foundation  
1207 Constance Boulevard NE Ham Lake, MN 55304-5398  
763 360 1574 or 763 412 2878 info@bikes4kidsmn.org



# Memorandum

---

**To:** Mayor Hansen and Members of the City Council

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

**Date:** September 12, 2017

**Subject:** Pro Courier parking agreement

The former mobile home park on Sunset Road has been purchased by Grahamco, LLC, a limited liability company owned by the Greg Erickson, CEO of Pro Courier, a courier, delivery and messenger service company which serves the Twin Cities metropolitan area. Pro Courier is currently located at 8375 Sunset Road in Spring Lake Park. The former mobile home park property, which is across the street from their current facility, was purchased to allow for the construction of a new building for the business.

Pro Courier would like to utilize the former mobile home park property temporarily for parking, while they plan construction of the new facility. Parking is an accessory use within the City's zoning code, and generally must be accompanied by a principal use. Since Pro Courier is planning to construct a facility on the site, City staff has negotiated a parking agreement with Pro Courier and Grahamco LLC which allows Pro Courier to park up to 50 company and/or employee owned vehicles on the property between the hours of 6am and 8pm and up to 30 company owned vehicles on the property between the hours of 8pm and 6am.

This agreement will run for a year. If Pro Courier applies for a building permit within the 12 month period, the agreement will extend for an additional 12 months while construction is taking place. The City has the ability to grant an additional 6 month extension if, in the City's full discretion, the City determines that construction is substantially complete. Once the principal structure is constructed, the agreement will terminate and Pro Courier will have rights to park on the property under the City's zoning code. If a building permit is not pulled within 12 months, the agreement will terminate and Pro Courier will no longer be able to use the property for parking. If 12 months pass after the first extension and minimal or no construction has taken place, the agreement will end and Pro Courier will no longer be able to use the property for parking.

The agreement can be cancelled by either party with 30 days written notice to the other party.

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



## **AGREEMENT**

This Agreement is entered into between Greg Erickson ("Erickson"), C.E.O. of Pro Courier, Inc., a Minnesota corporation, and owner of Grahamco, LLC, a Minnesota limited liability company, both located at 8375 Sunset Road NE, Spring Lake Park, Minnesota 55432,

AND

The City of Spring Lake Park, a Minnesota municipal corporation ("City").

## **RECITALS**

- 1) Erickson, as owner of Grahamco, presently owns the property located at 8370 Sunset Road NE Spring Lake Park, Minnesota 55432 ("Subject Property") and plans to establish a primary structure on the Subject Property within the next 24 months; and
- 2) Presently, no primary structure exists on the Subject Property; and
- 3) Erickson requests to park up to 50 Pro Courier, Inc. vehicles (including only those vehicles owned by Pro Courier, Inc. and those vehicles which are owned by employees of Pro Courier, Inc.) on the Subject Property, between the hours of 6 a.m. and 8 p.m. daily, and up to 30 vehicles (including only those vehicles owned by Pro Courier, Inc.) on the Subject Property between the hours of 8 p.m. and 6 a.m. on the following day, prior to the completion of construction of a primary structure on the Subject Property; and
- 4) The City is willing to grant Erickson permission to park up to the requested number of vehicles Pro Courier, Inc. vehicles (as defined in the paragraph above) on the Subject Property, as contemplated in the paragraph above, for a limited period of time, subject to certain conditions.

**NOW, THEREFORE**, the parties hereto **AGREE**:

1. City hereby grants Erickson permission to park up to 50 Pro Courier, Inc. vehicles (including only those vehicles owned by Pro Courier, Inc. and those vehicles which are owned by employees of Pro Courier, Inc.) on the Subject Property, between the hours of 6 a.m. and 8 p.m. daily, and up to 30 vehicles (including only those vehicles owned by Pro Courier, Inc.) on the Subject Property between the hours of 8 p.m. and 6 a.m. on the following day, upon Erickson's demonstration of legal acquisition of the Subject Property, and on the condition that Erickson obtain a complete and valid building permit from the City for the construction of an approved primary structure on the Subject Property within 12 months of full execution of this Agreement. Failure to obtain such a building permit within the specified time shall result in the automatic and immediate termination of this Agreement.

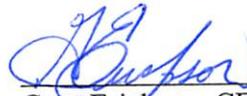
2. Should Erickson obtain a complete and valid building permit from the City for the construction of an approved primary structure on the Subject Property within 12 months of the full execution of this Agreement, this Agreement shall be automatically extended 12 additional months from the date of City approval of the above described permit. This Agreement shall thereafter terminate, unless the City determines, in its sole discretion, that substantial completion of the construction of a primary structure on the Subject Property has been achieved. In the event the City determines that substantial completion has been achieved, the City may extend this Agreement up to an additional 6 months by notifying Erickson, in writing.
3. Erickson shall provide evidence of legal title to the Subject Property, in a form satisfactory to the City, prior to initiating any parking on the Subject Property.
4. Erickson shall cease all parking on the Subject Property upon termination or expiration of this Agreement, if no primary structure has been established on the Subject Property.
5. Erickson shall indemnify, defend (with counsel reasonably acceptable to the City) and hold harmless the City, its elected officials, agents and employees and any successors or assigns from and against any and all claims, liabilities, losses, damages, suits, causes of action costs and similar expenses arising out of or related to the permission granted by the City within this Agreement. This obligation shall survive termination of this Agreement.
6. Either party may terminate this Agreement upon thirty (30) days' written notice to the other party.

[SIGNATURES ON PAGES TO FOLLOW]

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the day and year indicated.

**GREG ERICKSON**

Dated: 9-1-17



\_\_\_\_\_  
Greg Erickson, CEO, Pro Courier, Inc. and  
Owner of Grahamco, LLC

**CITY OF SPRING LAKE PARK**

Dated: \_\_\_\_\_

\_\_\_\_\_  
Cindy Hansen, its Mayor

Dated: \_\_\_\_\_

\_\_\_\_\_  
Daniel Buchholtz, its Administrator,  
Clerk/Treasurer

**THIS INSTRUMENT WAS DRAFTED BY:**

John J. Thames, Esq.  
CARSON, CLELLAND & SCHREDER  
6300 Shingle Creek Parkway, Suite 305  
Minneapolis, MN 55430  
(763) 561-2800

## Memorandum

---

DATE: September 13, 2017  
TO: Dan Buchholtz, Spring Lake Park City Administrator  
FROM: Phil Carlson, AICP, Senior Planner; Katrina Nygaard, Planner  
RE: Comprehensive Plan Update Proposal

---

### Introduction

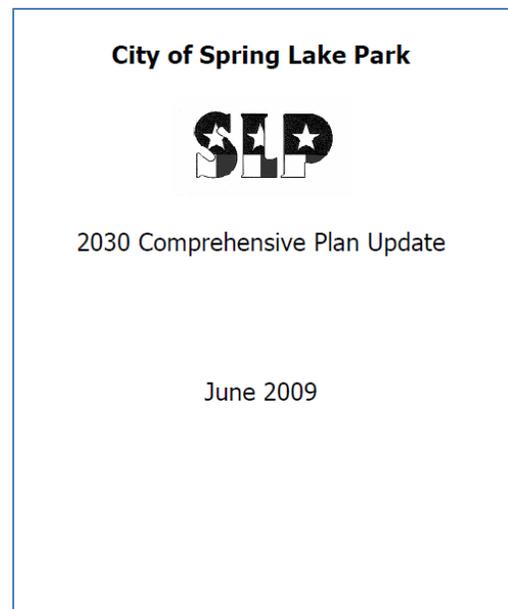
Every city in the Metropolitan Area is required by State law to update their comprehensive plan every ten years and submit the plan to the Metropolitan Council and surrounding communities for review. The current cycle requires those plans to be completed by the end of 2018. The City has asked Stantec to provide a proposal for assisting in the preparation of this update.

Our approach to the Comp Plan update is to start with the current Spring Lake Park Plan and organize it so that we can easily match the Met Council's requirements and update the maps, texts and information that need updating or creating. The City has started this process, updating information to reflect changes in the community. We propose picking up where the City left off to complete the remainder of the Council's required components.

### Comprehensive Plan Elements

Spring Lake Park's current comp plan is organized very similar to the Met Council outline on the following page, and includes the following elements in the following order:

- Background
- Land Use
- Housing
- Parks and Trails
- Transportation
- Public Facilities
- Implementation





September 13, 2017  
Dan Buchholtz, City of Spring Lake Park  
Page 2 of 10

**Re: Spring Lake Park Comprehensive Plan Proposal**

The Metropolitan Council requires the following chapters, or elements, in the comp plan:

- Land Use
- Transportation
- Water Resources (water supply, sanitary sewer, stormwater)
- Parks & Trails
- Housing
- Implementation

Two other elements are recommended but not required:

- Resilience
- Economic Competitiveness



**Met Council Comp Plan Elements**

Within these elements are specific requirements that the Met Council wants to see in terms of information and analysis from each city. The City needs to make sure its plan update addresses those specifics. In Spring Lake Park's case the specifics may not change much from the status quo. The research, analysis, mapping and writing needed to address each of those requirements may not be exhaustive, but they all need to be addressed.

We recommend that Spring Lake Park's plan be organized according to the Met Council outline by renaming the *Public Facilities* chapter as *Water Resources*. We assume the *Water Resources* element will be prepared referencing other studies, including an updated Stormwater Management Plan, which would be a separate contract. Resilience and Economic Competitiveness are not included in this proposal.

Spring Lake Park does not have a great deal of development or activity, but there are key sites in the City that could redevelop at any time and the City should try to be ahead of the game by articulating its goals and vision backed by good information and analysis, which is the purpose of a comprehensive plan.



September 13, 2017  
 Dan Buchholtz, City of Spring Lake Park  
 Page 3 of 10

**Re: Spring Lake Park Comprehensive Plan Proposal**

## Background

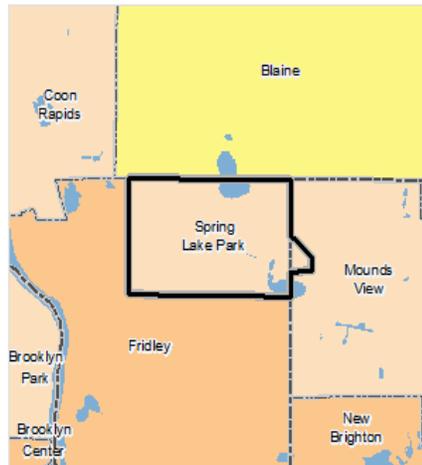
Information from the Met Council website below indicates modest growth – about 18 units/year of housing (about 400 units 2017 to 2040), about 30 people/year population increase, but it adds up. Since Spring Lake Park is essentially built out, adding 400 units of housing in the next 23 years is a lot of conversion of single family to townhouses and apartments. Or it might be commercial land going residential, like the Dominion project and the proposal Wentz had on the site next to City Hall. Sewer forecasts follow the population forecasts.

### FORECASTS AND COMMUNITY DESIGNATIONS

The Council updates its 30-year forecasts at least once per decade. Forecasts indicate when, where and how much population, household and job growth the region and its communities can expect. Forecasts are used to help plan infrastructure needs and weave consistent growth expectations throughout your plan. These are your recent adopted forecasts.

Forecast Year	Population	Households	Employment
2010	6,412	2,672	3,000
2020	6,700	2,880	3,280
2030	7,000	3,000	3,450
2040	7,400	3,200	3,600

Spring Lake Park is designated as Suburban, Suburban. (Look under Council Policy tab at the bottom for specific policy for each designation.)



Spring Lake Park, Community Designation Map

### SEWER ALLOCATION FORECASTS

Your community-wide household, population and employment forecasts have been allocated based on the wastewater system serving your community. This allocation must be used in projecting future wastewater flows and system capacity to plan for additional infrastructure needs.

Forecast Year	Forecast Component	Population	Households	Employment
2010	MCES Sewered	6,412	2,672	3,000
2010	Unsewered	0	0	0
2020	MCES Sewered	6,700	2,880	3,280
2020	Unsewered	0	0	0
2030	MCES Sewered	7,000	3,000	3,450
2030	Unsewered	0	0	0
2040	MCES Sewered	7,400	3,200	3,600
2040	Unsewered	0	0	0



September 13, 2017

Dan Buchholtz, City of Spring Lake Park

Page 4 of 10

**Re: Spring Lake Park Comprehensive Plan Proposal**

### **Scope, Budget, & Schedule**

We have prepared a task-by-task proposal for discussion, summarized on the following page to complete your update of the Comp Plan, following the Met Council's requirements. The basic elements (Land Use, Transportation, etc.) are augmented with tasks for meetings and project management.

We have identified eight additional meetings in this proposal:

- Planning Commission – Kickoff meeting
- Planning Commission – Goals meeting
- Planning Commission – Plan review update
- Planning Commission – Draft Plan review
- Planning Commission – Public Hearing
- Public Open House on Draft Plan
- City Council – review and adopt Plan
- City Council – final adoption after Met Council and adjacent community review

We assume the Planning Commission will be the body coordinating and reviewing the process and information along the way. Stantec will manage and facilitate the entire process – preparing additional information, mapping, coordinating with City staff and Planning Commission, facilitating the various meetings, and completing the updated document.

We estimate the cost of our services to be \$22,500 to be billed hourly according to our standard rates. We look forward to discussing this proposal and the process with the Planning Commission and City Council at your convenience, and look forward to working with you.

We assume the process outlined here could be completed in 8-12 months, depending on when we start, the Planning Commission schedule and availability to devote time to it. This would envision completing the plan in 2018. The completed plan is due to the Met Council at the end of 2018, so this schedule would fit appropriately.



September 13, 2017  
 Dan Buchholtz, City of Spring Lake Park  
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Re: **Spring Lake Park Comprehensive Plan Proposal**

**SPRING LAKE PARK COMPREHENSIVE PLAN SCOPE & BUDGET**

		PM	Planner	GIS	Eng.	Trans. EIT	Total
		Carlson	Nygaard	Duan	Gravel	Powers	
		\$164	\$105	\$117	\$168	\$111	
<b>Task 1</b>	<b>Project Initiation</b>						
	1.1 Kickoff with city staff	3					Complete
	1.2 Review previous studies, plans	1	8				Complete
<b>Task Total</b>		4	8	0	0	0	12
<b>Task Budget</b>		\$656	\$840	\$0	\$0	\$0	\$1,500
<b>Task 2</b>	<b>Community Background and Visioning</b>						
	2.1 Community background chapter		2				
	2.2 Kickoff meeting w/ PC	4	2				
	2.3 Goals meeting w/ PC	2	2				
<b>Task Total</b>		4	8	0	0	0	12
<b>Task Budget</b>		\$656	\$840	\$0	\$0	\$0	\$1,496
<b>Task 3</b>	<b>Develop Plan Updates</b>						
	3.1 Land Use	8	4	10			
	3.2 Housing	2	8	2			
	3.3 Transportation	1	2	10	2	2	
	3.4 Parks and Recreation		1	2			
	3.5 Water Resources	2	0	4	8		
	3.6 Implementation	2	4				
	3.7 Planning Commission update	2	0				
	3.8 Community meeting	4	8				
<b>Task Total</b>		21	27	28	10	2	88
<b>Task Budget</b>		\$3,444	\$2,835	\$3,276	\$1,680	\$222	\$11,457
<b>Task 4</b>	<b>Prepare and Finalize the Comprehensive Plan</b>						
	4.1 Prepare draft document	2	16				
	4.2 Presentations to PC & CC	4	4				
	4.2 Final revisions	1	4				
	4.3 Host public Open House and PC hearing	4	8				
	4.4 City Council meeting for adoption	2					
	4.5 Submit plan for administrative review	1	4				
	4.6 Final plan revisions	4	8				
	4.7 Final adoption by City Council	1					
<b>Task Total</b>		19	44	0	0	0	63
<b>Task Budget</b>		\$3,116	\$4,620	\$0	\$0	\$0	\$7,736
<b>Task 5</b>	<b>Project Management</b>						
	5.1 On-going communication/management	8					
<b>Task Total</b>		8	0	0	0	0	8
<b>Task Budget</b>		\$1,312	\$0	\$0	\$0	\$0	\$1,312
<b>Total Hours</b>		48	87	28	10	2	175
<b>Budget</b>		\$ 9,184	\$ 9,135	\$ 3,276	\$ 1,680	\$ 222	\$ 23,497
<b>Expenses</b>							\$ 500
<b>PROJECT TOTAL</b>							\$ 23,997
	Minus work already completed under separate budget						\$ 1,500
<b>NEW PROPOSAL TOTAL</b>							\$ 22,497



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**Re: Spring Lake Park Comprehensive Plan Proposal**

### Metropolitan Council Minimum Requirements

There are many required elements for a Comprehensive Plan. The City has already completed many, but there is still much to be done. The following table summarizes the status of each of these.

ELEMENT	TASK	STATUS
<b>LAND USE</b>		
Forecasts/ Community Designation	Include a table of forecasted population, households, and employment for 2020, 2030, and 2040, consistent with the Council's forecasts.	Done
	Forecasts must be used consistently throughout the entire comprehensive plan.	Done
	Transportation plan needs to allocate forecasts to transportation analysis zones (TAZs).	Done
	Water and Wastewater plans need to reflect forecasts to plan for urban services.	Incomplete
	Land Use Plan must reflect and be coordinated with your forecasts.	Incomplete
	Include a map acknowledging regional Community Designation(s) and acknowledge the overall density expectations for the Community Designation(s).	Done
Existing Land Use	Provide an Existing Land Use Map with a land use legend.	Incomplete
	Provide an Existing Land Use Table. Calculate total acres and percent of total acres for each land use category.	Incomplete
	Land uses categories on the map and in the table, as well as any text references must all be consistent with one another.	Incomplete
	Show existing regional parks, park reserves, and special recreation features with a land use of "Park" (or your equivalent) on your Existing Land Use Map.	Incomplete
Future Land Use	The Future Land Use plan must be consistent with the Council's forecasts of population, households, and employment and identify sufficient land to support your community's forecasted growth.	Incomplete
	Provide a Future Land Use Map and land use legend, including density ranges for all land uses that allow residential development.	Incomplete
	Provide a Future Land Use Table. Calculate total acres and percent of total acres for each land use category for each 10-year planning period (2020, 2030, and 2040).	Incomplete
	Define each land use category shown on the Future Land Use Map. Land use categories must be used consistently throughout your plan.	Done
Density Calculations	Identify where forecasted residential growth will happen on your Future Land Use Map. Show expected new development and re-developed areas. The average net residential density for your community must be consistent with the density requirements for your community designation.	Incomplete
	Focus on areas of change. Show us which planned land uses have changed from your previously approved plan and where new land uses (change or development intensity) is planned/expected.	Incomplete
	Provide the net developable acreage for each residential land use. It's OK to exclude wetlands and natural water bodies, public parks and open space, arterial road rights-of-way, and natural resource lands protected by local plans and ordinances (i.e. steep slopes, wetland buffers, tree preservation) from area calculations. Stormwater ponds, utility easements, local roads, and local rights-of-way cannot be excluded from area calculations.	Incomplete
Staged Dev./ Redev.	Identify potential local infrastructure impacts for each 10-year increment.	Incomplete



**Re: Spring Lake Park Comprehensive Plan Proposal**

<b>TRANSPORTATION</b>		
Transportation Analysis Zones	Include a table allocating forecasted population, household, and employment growth by TAZ for 2020, 2030 and 2040.	Done
	Describe how you have allocated demographic growth based on your plan's assumptions for guided future land use (e.g., density, mix of uses, locations for new development, highway/transit access, redevelopment, etc.).	Incomplete
Roadways	Describe and map the functional classification of all existing and proposed roads within your community, using the functional classification system described in Appendix D of the TPP and the roadway classification map currently recognized in the region.	Incomplete
	Identify the existing and future number of lanes.	Incomplete
	Map current traffic volumes, including heavy commercial volumes, which include both ADT and HCADT.	Incomplete
	Map forecasted 2040 traffic volumes. (This should be done using the Council's regional model, or another method with approval from Council forecasting staff.)	Incomplete
	Identify planned improvements to principal arterials as shown in the Current Revenue scenario of the 2040 TPP.	Incomplete
Transit	Existing transit routes and dial-a-ride services	Done
Bicycling and Walking	Describe and map the existing and planned on-road and off-road bicycle facilities in your community.	Incomplete
	Analyze and address the need for local bicycle and pedestrian facility improvements to provide connections that remove major physical barriers (i.e., freeways, railroad corridors, rivers and streams) on the regional (RBTN) and local networks.	Incomplete
	Discuss pedestrian system needs in a manner that responds to your community designation (as described in Thrive MSP 2040) and addresses the needs of your community.	Incomplete
Aviation	Identify policies and ordinances that protect regional airspace from obstructions. Include how your community will notify the FAA of proposed structures.	Done
	Map the airport location, including existing and future airport boundaries, land access locations, and runways. See more details in Appendix K: Airport Long Term Comprehensive Plans.	Partial
	Describe the existing and future functional and operational characteristics for any airport whose compatibility area includes your community.	Partial
Freight	Identify other important nodes that may generate freight movement, such as industrial parks and large shopping areas.	Incomplete
	Map the road network showing volumes of multi-axle trucks (also known as "heavy commercial average annual daily traffic or HCAADT") for Principal Arterial and A-Minor functional classifications.	Incomplete



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**Re: Spring Lake Park Comprehensive Plan Proposal**

<b>WATER RESOURCES</b>		
Wastewater	A table that details the households and employment forecasts in 10-year increments through 2040, based on the Council's forecasts and any subsequent negotiated modifications. This should be broken down by areas served by the Metropolitan Disposal System, locally owned and operated wastewater treatment systems, and Community and Subsurface sewage treatment systems. The forecasts used in your wastewater plan must be consistent with the forecasts used throughout your plan, including in land use, transportation, and water supply.	Done
	Your existing sanitary sewer system identifying lift stations, existing connection points to the metropolitan disposal system, and future connection points.	Incomplete
	Capacity and design flows for existing trunk sewers and lift stations.	Incomplete
	Assignment of 2040 growth forecasts by Metropolitan interceptor facility. In the absence of this information the Council will make its own assignments for the purpose of system capacity needs determination.	Incomplete
	Define your community's goals, policies, and strategies for preventing and reducing excessive inflow and infiltration (I/I) in the local municipal and private sanitary sewer systems.	Incomplete
	Include a summary of activities or programs intended to mitigate I/I from both public and private property sources.	Incomplete
	Include a copy of the local ordinance or resolution that prohibits discharge from sump pumps, foundation drains, and/or rain leaders to the sanitary sewer system.	Incomplete
	Include a copy of the local ordinance or resolution requiring the disconnection of existing foundation drains, sump pumps, and roof leaders from the sanitary sewer system.	Incomplete
	Include a description of the existing sources of I/I in the municipal and private sewer infrastructure.	Incomplete
	Include a summary of the extent of the systems that contributes to I/I such as locations, quantities of piping or manholes, quantity of service laterals, or other measures. If an analysis has not been completed, include a schedule and scope of future system analysis.	Incomplete
	Include a breakdown of residential housing stock age within the community into pre- and post- 1970 era, and what percentage of pre-1970 era private services have been evaluated for I/I susceptibility and repair.	Incomplete
	Include a cost summary for remediating the I/I sources identified in the community. If previous I/I mitigation work has occurred in the community, include a summary of flow reductions and investments completed. If costs for mitigating I/I have not been analyzed, include the anticipated wastewater service rates or other costs attributed to inflow and infiltration.	Incomplete
	Describe the implementation plan for preventing and eliminating excessive inflow and infiltration from entering both the municipal and private sewer systems.	Incomplete
Water Supply	If the community has a municipal community public water supply system, complete all information in the DNR & Metropolitan Council water supply plan template. Information must be submitted in the template provided and submitted through the MnDNR Permit and Reporting System (MPARS).	Done
	Include extended water demand projections for 2020, 2030, 2040 and ultimate build-out that are consistent with population forecasts in the community's system statement.	Incomplete



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**Re: Spring Lake Park Comprehensive Plan Proposal**

Surface Water	Provide an executive summary that includes the highlights of the local water management plan.	Incomplete
	Describe the water resource management related agreements that have been entered into by your community. This includes joint powers agreements related to water management that the community may be a party to between itself and watershed management organization(s), adjoining communities, or private parties.	Incomplete
	Include a section on amendment procedures that defines the process by which amendments may be made. The amendment procedure must be consistent with the amendment procedures in the watershed organization(s) plans that affect your community.	Incomplete
	Include a map and/or description of drainage areas that includes path and flow directions of the stormwater runoff in your community.	Incomplete
	Include a list or map of impaired waters within your community as shown on the most current 303d impaired waters list	Incomplete
	Include a table briefly describing each component of the implementation program that clearly details the schedule, estimated cost, and funding sources for each component, including annual budget totals.	Incomplete
	Include a table describing the capital improvement program that sets forth by year, details of each contemplated capital improvement that includes the schedule, estimated cost, and funding source.	Incomplete
<b>HOUSING</b>		
Housing	A table that includes the following:	Partial
	Number of housing units affordable to households with incomes at or below 30% Area Median Income (AMI), between 31 and 50% AMI, and between 51 and 80% AMI. What these income ranges mean and how they translate to affordable housing costs.	Incomplete
	Number of housing units that are owner occupied.	Done
	Total number of housing units.	Done
	Number of publicly subsidized housing units by the following types: senior housing, housing for people with disabilities, and all other publicly subsidized units. Include expiration dates of affordability requirements when applicable.	Incomplete
	Number of existing households that are experiencing housing cost burden with incomes at or below 30% Area Median Income (AMI), between 31 -50% AMI, and 51 - 80% AMI.	Incomplete
	A map of owner-occupied housing units (found on your Community Page) identifying their assessed values. At a minimum, differentiate the values above and below \$238,500. What is this number and how is it calculated?	Incomplete
	A narrative analysis of existing housing needs. At a minimum address the components of the existing housing assessment within the local context of your community. Plans consistent with Council policy will clearly identify existing housing needs and priorities for the community.	Partial



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**Re: Spring Lake Park Comprehensive Plan Proposal**

<b>IMPLEMENTATION</b>		
Implementation Plan	Describe all public programs, fiscal devices, and other actions that your community will use to implement your plan.	Partial
	Define a timeline as to when actions will be taken to implement each required element of your comprehensive plan.	Incomplete
	Include a Capital Improvement Program (CIP) for transportation, sewers, parks, water supply, and open space facilities. Specify the timing and sequence of major local public investments.	Done
	Describe all relevant official controls addressing at least zoning, subdivision, water supply, and private sewer systems.	Done
	Include a schedule for the preparation, adoption, and administration of needed changes to official controls.	Incomplete
	Include your local zoning map and zoning category descriptions. Identify what changes are needed to ensure zoning is not in conflict with your new land use plan and consistent with regional system plans and policies.	Partial



City of Spring Lake Park  
Engineer's Project Status Report

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To: Council Members and Staff

Re: **Status Report for 9.18.17 Meeting**

From: Phil Gravel

File No.: R-18GEN

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**Note:** Updated information is shown in *italics*.

**MS4 Permit (193802936).**

Continuing to work with the Public Works Director and the Administrator on implementing the work plan for 2017 MS4 items.

**Surface Water Management Plan (193803949).**

We continue doing research (including compiling old plans) as part of the background research for updating the local surface water management plan including stormwater modeling.

**2017 Sanitary Sewer Lining Project (193803782).**

This project includes sanitary sewer lining in the neighborhood east of Able Street and north of 81<sup>st</sup> Avenue. *The Contractor, Visu-Sewer, has completed most of the lining work. Remaining lining work will be completed over the next few weeks. Terry Randall is coordinating.*

**2017-2018 Street Seal Coat Project (193803783).**

This 2-year project will include street maintenance in the neighborhood north of 81<sup>st</sup> Ave. and west of Monroe St. (2017) and in the neighborhood east of Monroe St., south of 81<sup>st</sup> St. and west of TH 65 (2018). *The Contractor, Astech, has completed the 2017 seal coat work and second sweeping. Pavement markings will be completed sometime this month. Terry Randall is coordinating.*

**Other issues/projects.**

Continue to work with Coon Creek Watershed District (CCWD) Technical Advisory Committee (TAC) meeting.

City's Water Supply Plan (DNR requirement) has been reviewed by the DNR and forwarded to the Met Council for review.

Reviewed plans from T-Mobile to upgrade their facilities on the Able Street water tower.

*Continue working with Dan, Terry, Phil Carlson, and the developer regarding the potential 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, Tim Grinstead, Peter Allen, or me if you have any questions or require any additional information.



# **CORRESPONDENCE**





# HISTORY 21

Volume 47 No.5 September-October 2017

Scandium (atomic number 21) is our spirit element

[AnokaCountyHistory.org](http://AnokaCountyHistory.org)

*History 21 (in honor of the 21 cities in Anoka County) is published by the Anoka County Historical Society six times yearly as a member benefit. The ACHS is a 501(c)(3) nonprofit organization. Contributions are tax-deductible within the allowable limits of the law.*

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- 11 - Murder Mystery Dinners— mark your calendar!
- 12 - Volunteer World: The Volunteer Venture begins
- 14 - Thank You to Our Supporters
- 15 - Upcoming Events

*Front Cover: Coon Rapids School Band circa 1937. Object ID#: 887.1.09*

*Front Row: John Foley, Mary Foley, Dave McArdle, unidentified.*

*2nd Row: Joyce Miller, [unintelligible] Soterberg, Allie Soterberg, Roberta Haines, unidentified, Jim Edwards, Bob Jacob.*

*3rd Row: unidentified, Bob Ramacher, Unidentified, Unidentified, Daisy Westland, Evelyn Swanson, Earl Jacob, Jerry Jacob.*

*Back: L.O Jacob.*



## From the President

Summer is over; so is the State Fair . . . time for “back to school”.

Whether your school days took place in a one-room schoolhouse, in a new suburban school of the 1960s or in a technology-laden building of today, going to school is one of our unifying experiences. Love it or hate it,

school days are part of our childhoods and formative to our adult lives. September gives me more feelings of nostalgia than any other time of the year. Seeing the ads for new clothes, lunch boxes and backpacks bring me right back to being a teenager . . . not to mention how my inner geek emerges when I see all those marvelous school supplies!

Even if you remember Junior High or High School with something less than fondness, take a moment now to think back. Find something or someone that was important to you from those days. Maybe even reach out to that old school friend or make a visit to your hometown. Think about how much that world has changed since “way back when” and how far YOU have come.

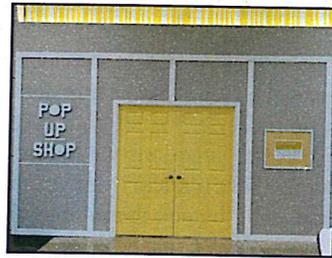
In my younger years, I was one of those kids who had trouble sleeping the night before the first day of school. Truth be told, I still do.

Orville Lindquist, ACHS President



## From the Director

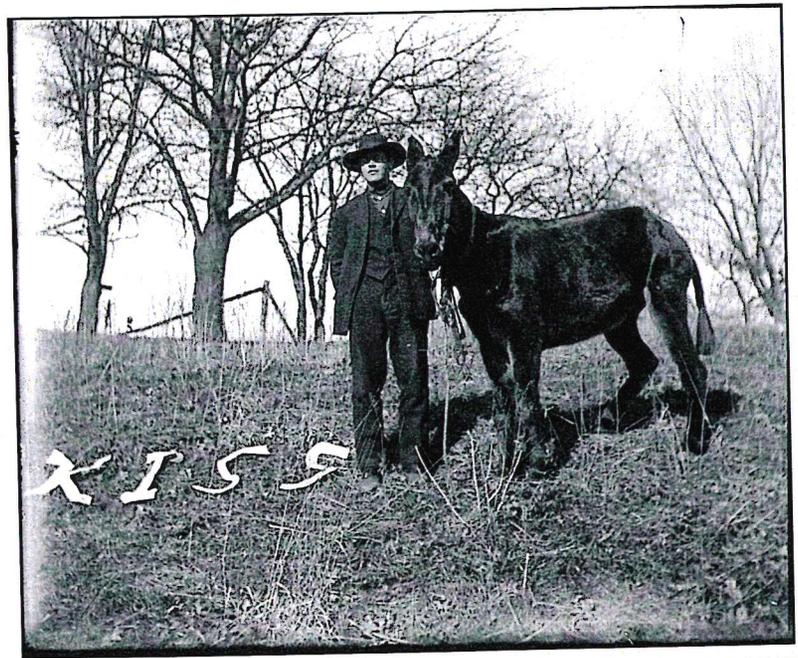
Trying to disrupt the assumption that history is only for people who seek out information from the past, ACHS took advantage of a generous offer from Chema Malu in August. The Main



Street Anoka storefront donated a portion of the space they occupied in Northtown Mall for a pop-up exhibit and gift shop, allowing us to get in front of different people than we typically see. Although a temporary location, it afforded us the opportunity of creating a fun space to showcase our publications, the art of Jon Arfstrom, and some free handouts. The partnerships that exist between ACHS and businesses like Chema Malu, as well as the other non-profits in Anoka County, are vital for our existence. It’s with true gratitude for these relationships that I write this.

Rebecca Ebnet-Mavencamp, Executive Director

Coon Rapids, East Bethel, Fridley, Ham Lake, Hilltop, Lexington, Lino Lakes, Linwood, Nowtten, Oak Grove, Ramsey, Spring Lake Park, St. Francis



Object ID# 2005.1361.279

## WHAT TO DO WITH THAT?

Museums collect stories of past generations to allow present generations a better understanding of the events and circumstances that brought us here. Unfortunately, not every story can be saved, nor every artifact preserved.

In an ideal world, the collections of ACHS would reflect the exact demographic nature of the County we serve, as well as the interests of those individuals and their era-specific lifestyle. In reality, however, an artifact collection is only as strong and diverse as the donations we receive and the donors they represent. Additionally, the donations that do make it into our archives often only reflect the best sides of the residents who owned them—but clearly some break that rule!

What does a museum, or history center, do when an artifact forces you to take a mental step back? ACHS feels it's critical to not reject items that come to us based on how distastefully we may perceive them; keeping in mind the historical context in which items lived or worked helps us to accurately reflect the individuals who owned them. However, just because we choose to preserve a tarnished view of the people who preceded us, doesn't mean that it is always appropriate to exhibit or display these items. If we do choose to display them, the context or understanding, both of the past and the present, must be acknowledged.

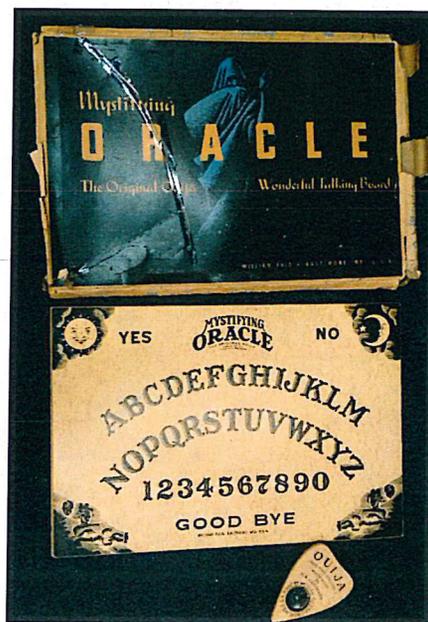
A few things in the ACHS collection traverse the spectrum of potentially offensive materials.

The above image originated as a glass plate negative. This means that the photographer inserted a small sheet of glass that had been treated with a dry, gelatin-type emulsion on one side into the camera, then exposed the glass to light entering through a lens to record the image. This particular negative (reversed into the positive

when it was scanned for the ACHS collection) comes from the Downs Family collection, and is one of many such negatives, most of them dated c. 1900 and taken in either Ramsey or Anoka. In this one, some effort was clearly taken to send the message of “Kiss A--,” or possibly “Kiss my A--.” Since this is a sentiment that might well be expressed today, it is interesting to have this photograph, which shows us quite clearly that people living in Anoka County almost 120 years ago were not too dissimilar to us. It serves as a good reminder that people of the past were not as uptight or straight-laced as we sometimes imagine them; they had senses of humor like ours, used insults as we do, and were sometimes willing to go to great lengths to thumb their nose at someone. In this case, the message here is subtle and mild enough that we feel comfortable sharing this photo on our Facebook page, as well as here in the newsletter.

Another glass plate negative in the collection bears a more explicit swear word etched down the front of a young man’s shirt. While we reprinted the first image in this newsletter without alteration, the second would require censoring to publish it, as many would find it a great deal more offensive: the profanity “pig f----” could indicate a literally inappropriate relationship with pigs, or simply an expression of derision. Since the context for this is missing, we can only guess as to its real truth. Was it written to indicate a strong dislike of the person in the picture? As a literal accusation? A pal ragging on a friend? We don’t know. We do believe that having a more rounded, rather than a rosy, view of Anoka County’s past is beneficial. To that end, we will preserve the image even though we probably wouldn’t display it publically.

Another item potentially more controversial than potty-mouthed photographs is the Ouija Board in the collection. People view this item through many different lenses. For some it represents a toy, but for others it strikes a much deeper, religious chord. “Talking boards” as they were known outside of the name brand, were developed in the mid-1800s as part of the spiritualist movement that swept across America during that time. These boards usually depicted the letters of the alphabet, numbers 0-9, plus “Yes” and “No.” People used them to gain answers more quickly while communicating with spirits of the dead. The Ouija board is the familiar version of a talking board developed by entrepreneurs Charles Kennard and Elijah Bond of Massachusetts in 1891. The pair patented and sold it as a game or toy. Later, William Fuld ran the company and he and his descendants continued to manufacture the game well into the 20th century. It did not become widely controversial until the movie *The Exorcist* was released in 1973; the movie depicts a young girl being possessed by a demon through her use of a Ouija board. After the movie’s release, Christian religious groups have objected to the use of talking boards, considering them offensive and potentially dangerous. Practitioners of the Wiccan religion sometimes use talking boards, often



Object ID# 585

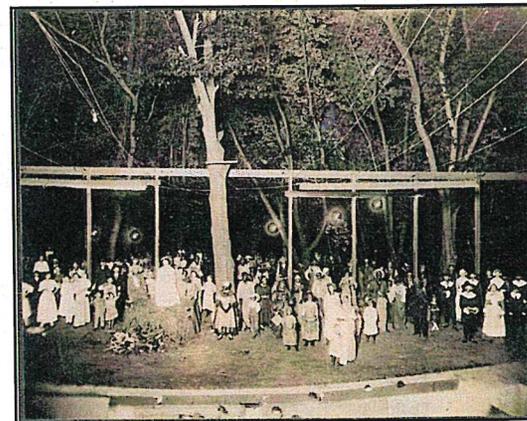
cautioning users to take proper precautions according to their ritual practices. This complicated recent history coupled with the fact that Ouija boards are still bought and used by many people today, means ACHS must have a larger context in mind when exhibiting the one in the collection; while it is just a toy to some, to others it is a tool, or even something that is culturally offensive.

We have a couple pairs of Victoria's Secret underwear in the collection here at ACHS. Does that surprise you? We have underwear from earlier eras, including corsets, pantaloons, and petticoats. It's unlikely anyone would think twice if we displayed any of these in the exhibit hall, although that would be quite scandalous to someone from the 19th century. Somehow it feels different when the underwear is "old." But residents of Anoka County purchase and wear lingerie, and just as we have an interest in how people clothed themselves in the past, people 50 years from now will be interested in how people dress themselves today.



*Victoria's Secret bag and underwear (never worn). Object ID# 3058 & 3059*

In 1916, a city of Anoka resident named Roe Chase wrote a pageant titled "History of Agriculture," which was subsequently performed at the Anoka amphitheater. The play consists of 12 separate scenes, placed in a vaguely chronological order. It begins with a Biblical scene, then progresses on through scenes of agriculture in several cultures, such as Ancient Egypt, China, and Early America, with Native Americans, Pilgrims, and enslaved peoples. In the time and place Chase wrote this play, his understanding of some of these cultures was different from our understanding today; a consequence of this is that some of the depictions are fairly



*Cast of the "History of Agriculture" by Roe Chase at the Anoka Amphitheater, 1916. Object ID# 2076.1.97*

offensive to modern eyes. The photograph below depicts actors in black face, and scene six, set in China, instructs the "about forty Chinese men and women" characters to "all jabber Chinese words such as 'Wong ting che fang tong wan hung chho,' etc in a shrill voice." Keeping these things in mind, the script of the pageant is something that ACHS chooses to keep and preserve, as it gives us information about what people in Anoka County knew and believed at that time. We would likely not consider staging the pageant as a live play, however, since



*Nazi paraphernalia brought back by an Anoka County soldier after WWII.*

previously owned by Germans, which have the swastika on them, and also a large red banner, which features the swastika in a white circle on one end. These items were brought to the United States as spoils of war, taken from a defeated enemy, and were later donated to ACHS by that soldier's family. When we put up our WWII exhibit last December, we wanted to display these items because they are interesting and show a common behavior of American servicemen stationed in Europe late in the war. But Nazi symbols have very strong historical meanings and context, so we chose how to display them carefully; they lay flat in a locked exhibit case, with the banner folded up so that only part of it is showing. This, and the signs that we have put out with these artifacts, make their context clear as things brought home by an American soldier in the wake of Nazi Germany's defeat. To display them in another manner, such as to hang the banner at full-length on the wall, would have been less appropriate.

The current political context for these artifacts from Nazi Germany has changed since we put up the exhibit. It is part of our job as historians and museum curators to understand that perceptions of imagery change around us, sometimes rapidly. How do we in the history world respond to these changes? Removing them from the exhibit is not our current choice (though eventually that section of the exhibit may change to something else entirely). Rather, we will try to remain aware of the changing context of the present, and be prepared to hold a conversation with anyone visiting the museum who might have concerns about the artifacts being on display.

Culturally sensitive materials like Nazi swastikas, Ouija boards, and pin-up art can be on display if done carefully and with background accompanying them to create context. Items such as the photos, however, would cross a line for many families and will remain in a red folder to reduce the possibility of offence. Preservation and exhibition are two separate aspects of museum work, and while we try to make sure that all artifacts are preserved, not all of them are appropriate for the exhibit hall.

It is important to remember that Acquisition staff and committees are a crucial gatekeeper to what future generations know about the lives we led. We would like, if possible, to preserve an accurate picture of Anoka County's past, which often means thinking about preserving an accurate picture of Anoka County's present. This is not always easy, and mistakes can be made. If we keep our eyes and minds open, though, we have a better chance of recognizing and preserving those artifacts that give us a thorough, well-rounded view of our history.

that format does not allow for the context and interpretation that are possible for an artifact in a museum.

In our current WWII exhibit, there is a section displaying items that soldiers brought home with them. Those stationed in Germany often brought back Nazi materials, and a few of those have made their way into the collection at ACHS. One man brought back some knives

## Halloween Happenings

With September upon us, the Halloween Capital of the World is gearing up for its favorite holiday! We here at ACHS are doing the same. Over the past few months we have set up a photo studio in the front of the Exhibit Hall here at the History Center. Having this dedicated space with appropriate lighting and back-drops to take photographs of our artifacts has proven immensely valuable already, and it will continue to make the collections better moving forward!

We took advantage of the studio recently to make sure that we have high-quality photographs of all our Anoka Halloween artifacts. In addition to the many buttons and medallions, we have some rarer items as well, including the license plate topper pictured at the top left. We look forward to expanding our collection of Anoka Halloween artifacts as that organization moves towards its 100th year.



September 20

uplock<sup>ed</sup>

October 11

Spend an evening at the museum as we unveil Halloween Collectibles in the ACHS collection. From the earliest Anoka Halloween buttons to original art from the designer of the Halloween Medallion, Alyce Vick. Join other Halloween lovers in September or October and share your stories about the Halloween Capital of the World. Plated gourmet dinner and behind the scenes tour included. Social Hour begins at 5:30 p.m.

**Tickets:** \$50, available for purchase at [AnokaCountyHistory.org](http://AnokaCountyHistory.org) and at ACHS. Seating is limited.

## The Anokan Artist: Alexander S. Masley

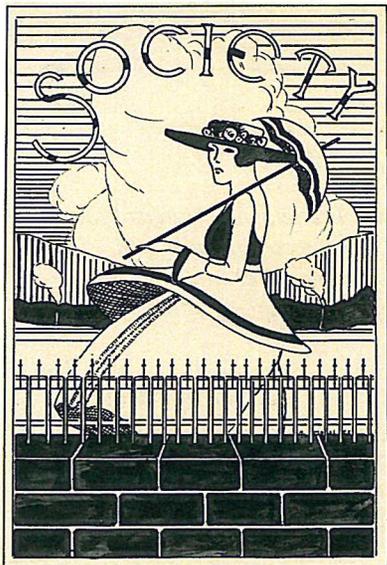
We have the good fortune here at ACHS to be (re) discovering treasures in our collection on a regular basis. Recently, staff member Don stumbled across a series of original drawings that were done for the 1922 Anokan, the yearbook of Anoka High School. In researching the name of the artist, Alexander S. Masley, we realized that these were some early pieces of art from someone who became internationally famous later in his art career.

Alexander Masley was born in 1903 to Czechoslovakian parents in Akeley, Minnesota. The family had moved to Minneapolis by 1905, and the 1920 federal census shows the Masleys in Anoka. By that time, Alexander was 16 and attending Anoka High School.

By his senior year, “Alex” was well-known among his classmates for his art. The 1922 Class Will states that he bequeaths his “artistic genius” to the “already adequate store” of two younger students. He and fellow senior Martha J. Mox are listed as the official Artists on the Annual Board of the Anokan for that year. They collaborated on the artwork heading each class section of the yearbook (Seniors, Juniors, etc.), but Alex did the section art for the rest of the 1922 yearbook (Faculty, Athletics, Press, Alumni, etc.) There are 12 illustrations in total, including the four collaborations between Alex and Martha; we have the original drawings for all but one of them here at ACHS, donated many years later by the woman who was Editor-in-Chief of the Anokan in 1922. The class illustrations are a set, showing the development of the students from an “ape” as freshmen up to being a wise older man as seniors. The other section illustrations show Alex’s talent, his style shifting to fit with the topic of each drawing.

The 1922 class prophecy printed in the Anokan pinned him as being editor of the Chicago Tribune Art and Cartooning Department later in his life, but the truth is even more interesting. He went on to study first at the University of Minnesota and the Minneapolis School of Art, and then studied abroad in Europe during the 1930s. He became focused on wood engraving, wood-block prints, and printmaking, and it was in these areas that he became well-known as an artist. During the 1940s, he finished degrees at the UofM and Columbia University. Having earned his doctorate, Alex was invited by the University of New Mexico to create a Department of Art Education in Albuquerque, a position that he held until he retired in 1969. The department later named a building after him, and Alexander Masley passed away in 1996.

ACHS will be putting up a lobby exhibit about Masley and the 1922 Anokan artwork in the next couple of weeks. Stop in to learn more about him and see the art!



## RESEARCH LIBRARY FINDS

Parades and festivals throughout the summer sparkle with the crowns from each town's crowned Ambassadors and Royalty. The cities of St. Francis, East Bethel, Fridley, and Anoka all have royalty that represent their city throughout the year.

While Anoka's Halloween Parade dates back to 1920, the city Queens did not begin to appear in the newspapers until 1941. The newspaper described the 1941 event specifically as a "beauty contest," the winner of which would then go on to attend community and civic events. With the United States committed in World War II and many men in the County fighting overseas, the Anoka Halloween parade took a hiatus for two years, but the next Queen didn't appear until 1946 when Marion Peterson was crowned. Marion would represent the city at the St. Paul Winter Carnival and Minneapolis' Aquatennial.

The local newspaper is a time-capsule for details of these early parades and events. What did people read about each week, and what news was important to the town? ACHS has a collection of local newspapers from around the county on microfilm all available to browse on our digital microfilm machine.

Come browse an interesting year, or look for something specific, you may trip across a fun find, like who was crowned Halloween Queen.



1946 Halloween Queen entrants at Greenhaven



Reprinted from the *Anoka Union*, October 29, 1941.

### ***Harriet Pitchford Halloween Queen***

*Miss Harriet Pitchford, petite, charming, twinkling-eyes brunet, will reign as "Miss Anoka, Queen of the Halloween Capital of America," for the coming year and represent Anoka in the Minneapolis Aquatennial next summer. Her two attendants, Miss Evelyn Leger and Miss Ruth Johnson, will be seen on the queen's float in the parade Friday night. ...*

*The 25 contestants, attired in formal wear, were reviewed in a group, from which Cedric Adams chose six girls to compete in a quiz program. The girls were then presented in groups of 10, and the winners announced. Miss Pitchford was award first place with a gift of \$25 in cash and a beautiful bouquet of roses. Misses Leger and Johnson each received \$5 in cash and the honor of being attendants to the queen in the parade Friday night.*



# Murder Mystery



## Hollywood Lies September 27 at the Anoka County History Center

It's a night of glamour at Hollywood's prestigious movie "Eric" awards. As movie stars and directors arrive they reel from news that Best Actor nominee Tom Speed has died in a mysterious car accident. Why did this actor have to die, who isn't what they seem, who will come out of the night as winners and who will be unmasked as a murderer? Gourmet, buffet dinner.

## Murder at Sea October 18 at the Mad Hatter Restaurant

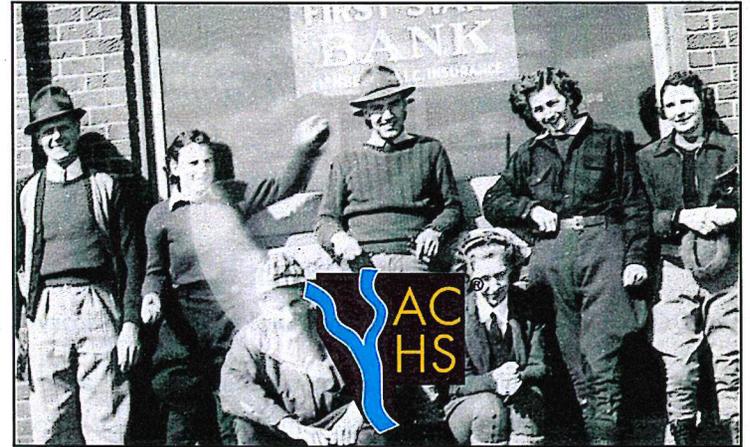
Board the SS. Libertania at the Mad Hatter Restaurant for a trip across the Atlantic set in 1914. The moment the ship sets sail, the Captain announces war has been declared on Germany. In the aftermath of this momentous news, the Captain is shot.....dead. All passengers and crew are suspect. Can the murderer be caught and their secrets unearthed by the time the Libertania arrives in Southampton? Light buffet. Sponsored by the Weaver Family.

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### Get your Tickets now!

It's a who-done-it night of mayhem! Become detectives, interrogate suspects, try to get away with murder, or just watch the fun at ACHS's inaugural murder mystery dinners. Social time begins at 5:30 p.m. and seating is limited for both events. Character profiles given prior to event. Shhhh they're confidential until the night. No spilling secrets.

**Tickets:** \$50/each Available for purchase at [AnokaCountyHistory.org](http://AnokaCountyHistory.org) or at the Anoka County History Center.



### ACHS Volunteer Venture

You may have noticed a new emailed newsletter in your inboxes this past month dedicated exclusively to keeping up with all the volunteer happenings around the History Center. Our amazing volunteers do so much for our organization: you wash dishes after events, scan photographs, travel back in time to work in our 1920s General Store or answer the phone on the first ring. On top of that, new opportunities come around more frequently than this main newsletter can keep up with, or some of our volunteers aren't members and won't receive this publication.

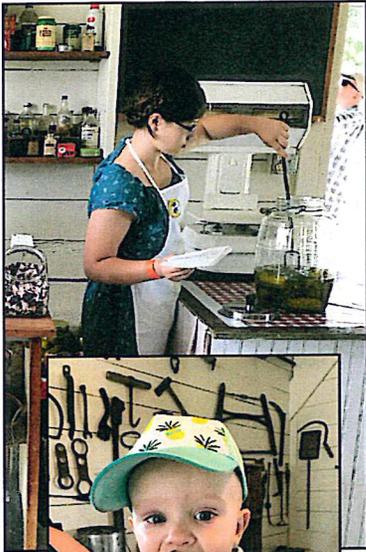
So—I have created the ACHS Volunteer Venture. This monthly e-newsletter will keep all of our volunteers up to date on new volunteer opportunities, and stories about what other volunteers have been up to.

If any ACHS member would like to join the ACHS Volunteer ranks let me know and I can officially place your name on our volunteer roles. You will then keep up to date with volunteer happenings and needs around ACHS and the County with this new e-newsletter. We keep history alive and help others discover the richness in our county because of help from people like you.

THANK YOU!

Sara Given  
Volunteer Coordinator  
Sara@AnokaCountyHistory.org





### Nowthen Threshing Show!

The General Store opened to the Threshing Show crowds August 18-20 and began selling candy and pickles right away to excited kids and adults. We sold over 9 gallons of pickles, and countless dum-dums, smarties and other treats.

Those who entered the store traveled back in time to 1920. While some took to time-travel well, others became confused and wouldn't believe us until we pointed out the date on the calendar on the wall. With the passage of the 18th amendment prohibiting alcohol, and the 19th amendment giving women the vote, there was plenty to talk about around the store.

Thank you to all who visited the store, if you placed an order and are waiting for your vacuum cleaner or washing machine, we are still waiting for the shipment to arrive. 😊 Also thank you to all the

volunteers who jumped right in, helped with important candy choice decisions, and kept our store the best spot on the show grounds.

## ACHS Remembers

To those members, volunteers, friends and neighbors who are no longer with us —you will be missed.

Maxine Larson  
1933-2017

**General Donations**

Anonymous  
 Richard Bergling  
 Gregory and Jackie Bortnem  
 Barb and Gene Case  
 Robert Chudek  
 Katie DeMarco  
 Dan and Laarni Frank  
 Ruth Franklin  
 Janet Galvin  
 Bruce and Karen Gengnagel  
 Merlin and Betsy Hunt  
 Ross and Mandy Meisner  
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 Sharron Sandberg  
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**Artifact Donors**

Cyril J. Dehn  
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 Alfred J. Oftedahl  
 Joseph T. McLaughlin  
 Ruth Franklin  
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 Jeffrey J. Larson  
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 Andrea Wyatt

**New Members**

Alaina Burchill  
 Cassandra Carlson  
 City of Columbia Heights  
 Eli Davis  
 Linda Evenson  
 Nancy Fuller  
 Jim Hunter  
 Ross and Mandy Meisner  
 Peggy Spurgeon

**ACHS Sustaining Members**

Terry Overacker Plumbing

**ACHS Business**

**Members**

The BIG White House  
 Coon Rapids Historical Commission  
 Forest Lake Contracting  
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 Nowthen Historical Power Association  
 Peterson Shoes  
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**Artifact Adopters**

Johannes Allert  
 Mary Capra  
 Eloise Graham  
 Laura Palmer



**Become a Business or Sustaining Member!**

As a Business Member you receive membership benefits, a listing in our newsletter and website, an ACHS window cling to display— \$75

**NEW!** (For Individuals or Businesses) A Sustaining Membership includes the benefits of a regular membership, a shout-out in our newsletter, and recognition on our web site. You also receive an annual free personalized Group Tour for you and 14 friends (must be scheduled in advance). Will come with complimentary refreshments.— \$150

If you want more information or your business would like to become a member or sponsor with ACHS call, 763.421.0600, email [Audra@AnokaCountyHistory.org](mailto:Audra@AnokaCountyHistory.org) or visit our website [AnokaCountyHistory.org](http://AnokaCountyHistory.org)

**Visit the History Center! Open 5 days a week, NOW FOR FREE:**

Tuesday 10 a.m.—8 p.m.

Wednesday-Friday 10 a.m.—5 p.m.

Saturday 10 a.m.—4 p.m.

**ACHS Board Meetings**

Second Thursday of each month. 6 p.m. at the Anoka History Center  
Open to membership and the public.

**Rum River Writers Group**

Every Thursday, 1:15 p.m. at the Anoka County History Center  
Open to interested and aspiring writers

**Rum River Rovers Baseball Team**

Watch and cheer on our Anoka County baseball team. These players play a gentleman's game using original 1860s rules. Full schedule at:  
[anokacountyhistory.org/rum-river-rovers-vintage-base-ball/](http://anokacountyhistory.org/rum-river-rovers-vintage-base-ball/)

**Ghosts of Anoka Walking Tours**

Join a costumed guide on a tour of history of mystery around the city of Anoka. Public tours run throughout September and October.  
Tickets: \$9 adults, \$7 members & children (age 6-17) Available for purchase at [AnokaCountyHistory.org](http://AnokaCountyHistory.org) or at the Anoka History Center.

**Night at the Museum Dinner: Halloween Unlocked**

September 20 & October 11 at the Anoka History Center.  
Tickets: \$50. See Page 8 for more details.

**Murder Mystery: Hollywood Lies**

September 27 at the Anoka History Center  
Tickets \$50. See page 11 for more details.

**Murder Mystery: Murder at Sea**

October 18 at the Mad Hatter Restaurant  
Tickets \$50. See page 11 for more details.

**Keep up with the Fun at ACHS!**

Don't wait another two months to discover what the ACHS is up to. Find us on Facebook, Instagram, and Twitter. We share photographs and artifacts from the collections, updates about upcoming programs, and a behind the scenes look at antics around the History Center.

Anoka County  
Historical Society

AnokaCoHistory



AnokaCoHistory



Anoka County  
Historical Society  
2135 Third Avenue North  
Anoka, MN 55303  
(763) 421-0600

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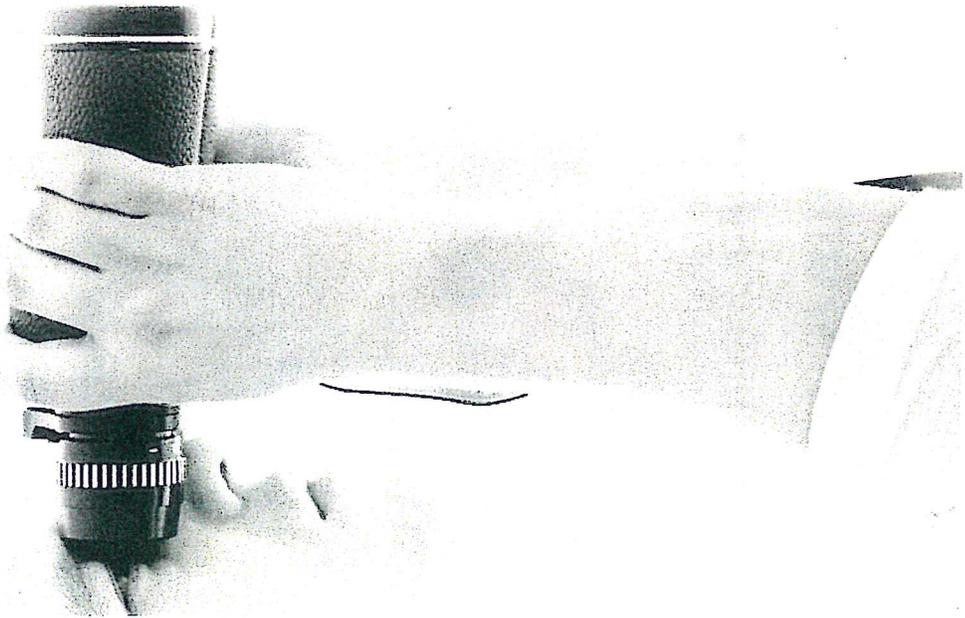




August 2017

# North Metro Cable Commission

2Q2017 Overview, Updates, Action



# 2Q17 Company Highlights

## Marketing – June & July

Newspaper Insert (Star Tribune, Pioneer Press) & Shared Mail

**THE PACKAGE THAT FITS THE WHOLE FAMILY.**  
Now get HD and Whole-Home DVR included for one price when you sign up for Prism™ TV.

**NOW EVERYONE CAN ENJOY THEIR FAVORITES ANYTIME, ANYWHERE.**

Call 877.546.5279

Prism®	Price	Channels	HD Channels	Set-top box	Whole-Home DVR
Essential	\$69.99	150+	Included	\$9.99/mo	Included
Complete	\$74.99	220+	Included	\$9.99/mo	Included
Preferred	\$89.99	320+	Included+ Premium channels	First set-top box included. Each add'l is \$9.99/mo	Included
Premium	\$124.99	350+	Included+ Premium channels	First set-top box included. Each add'l is \$9.99/mo	Included

## TV Pricing

\*Does not include all taxes, surcharges or bundle discounts.

Go to:

<http://www.centurylink.com/prismtv>



## State & National News

- May: State of MN approves CenturyLink and Level 3 merger.
- June: Over 70 Prism orders installed at the St. Paul courthouse. This project completed the largest TV gratis install in the metro.
- June: Backpack Buddies company-wide initiative to benefit local food banks. Employees /Foundation match totaled nearly \$8,000.

## News in July & August

- July: CenturyLink among the Top 50 Largest Employers in Minnesota by Minneapolis/St. Paul Business Journal.
- August: Habitat For Humanity 3-day home build sponsorship with CenturyLink employees in Blaine.
- August: Minnesota Vikings wide receiver Stefon Diggs and CenturyLink connect fans to their home team and the power of the digital world <http://bit.ly/CTLxSD>
- August/Sept: Team CenturyLink at MN State Fair selling TV & Internet. At the corner of Cooper & Randall.

Follow @CenturyLinkMN for latest updates, events and technology information.

# Metrics Through 6/2017



## Twin Cities Franchising

- Total Phase 1 Cities - 72
- Approved – 55
- To date, approximately 416,995 PRISM enabled HHs in Twin Cities franchise area

## Twin Cities Service Metrics

- Installation interval (% w/in 7 days): 96%
- Calls answered (% within 30 seconds): 94%
- Appointments met (%): 94%
- Q2 TC complaints (20)
  - ▶ 18 billing
  - ▶ 2 misc

## Commission Metrics

- Subscriber Counts: 1,054
- Total Homes PRISM Enabled: 23,041
- Penetration rate: 4.6%

## Miscellaneous

- Habitat for Humanity – Blaine



# North Metro By The Numbers



	Total Baseline	Total Previous Q	Total Current Q	% Total	Below Median Income % **
Living Units	50,432	51,389	51,671	--	31%
LU PRISM	--	22,399	22,880	44%	44%
LU >25Mbps	31,750	33,418	34,686	67%	66%
LU 1G	118	904	1,117	2%	n/a

• \*Data as of 7/30/17

• \*\* Ave North Metro Median Income \$73,496



## Daniel Buchholtz

---

**From:** chris.lord@anokaswcd.org  
**Sent:** Wednesday, September 13, 2017 11:34 AM  
**To:** gpsabel@yahoo.com; Lonni McCauley; Bart Biernat; luke.peluso@anokaramsey.edu  
**Subject:** 25 by 25 Community Water Meeting Synthesis and Wrap Up  
**Attachments:** 25 by 25 Synthesis.pdf

In all we had just under 100 participants in the August 29<sup>th</sup> Community Water Meeting at Anoka Ramsey Community College. There was a good mix of state and local elected officials, natural resource professionals, educators and engaged citizens. Small group discussions were lively and productive. While there wasn't enough time during the event for small groups to share with each other, Gretchen Sabel compiled a synthesis of the discussions in the attached file, which provides excellent insight into the breadth of issues, shared concerns and possible solutions to protect and improve our water resources. These discussion outcomes were shared with the Governor's office.

On behalf of the event co-hosts I'd like to thank all of the co-sponsors, table facilitators and participants for making this event a success.

**Chris A. Lord**

District Manager | Anoka Conservation District  
1318 McKay Dr. NE, Suite 300 | Ham Lake, MN 55304  
763.434.2030 x13 | [AnokaSWCD.org](http://AnokaSWCD.org)

Community Water Conversation – Anoka Ramsey Community College – August 29, 2017  
 Analysis and Synthesis (G.Sabel, August 31, 2017)

**Question 1 – What do you view as the most pressing water issues, at the state, local or neighborhood level?**

There were 45 responses to this question.

Number of responses that mention the theme	Frequently mentioned themes
8	Environmental literacy/water education
11	Reducing pollution
2	Capturing and reusing runoff
6	Improved agricultural practices
9	Improved storm water practices
2	Protection of drinking water supplies
3	Water conservation/efficiency

Unique responses
Improve cross-agency communications
Lack of desire for behavioral change due to ineffective education and/or lack of cultural buy-in
The money to support positive reinforcement for positive actions
Reduce land use impacts on water sources

**Question 1 – What do you view as the most pressing water issues, at the state, local or neighborhood level?**

(transcribed responses)

Best practices – ag and urban (place-based)

Capturing runoff, etc

Reusing runoff

Reducing nutrients and sediment >> Pollutants and other contaminants

Both nutrients and sediment are currently 'targeted' but there are others not treated (salt, pharmaceuticals)

Environmentally literate citizenry – water education needed

Reduce contaminants such as: ag and urban runoff, road salt, phosphoruns, nitrogen, industrial contaminants like from oil pipelines

Water education for youth and the public

Improve cross-agency communications

Pollution - dog poop, littering, goose poop.

Community Water Conversation – Anoka Ramsey Community College – August 29, 2017  
Analysis and Synthesis (G.Sabel, August 31, 2017)

Lack of knowledge – raking leaves into streets/lake

Use of chemicals and salt to melt ice

Education – state curriculum

Storm water improvement and retrofits

Protection of drinking water supplies

Water capture and reuse - local issues like fertilizer, too much watering, salt going into sewers and lakes

Agricultural runoff improvement

Surface water quality

Reduce land use impacts on water sources

Water conservation (efficiency)

Reduction in pollutants

Lack of desire for behavioral change due to ineffective education and/or lack of cultural buy-in

Lack of treatment of agricultural and urban storm runoff

Increase in demand of aging infrastructure and lack of long-term management plans

Uncontrolled runoff into streams and rivers

Ground water pollution – industrial waste, etc

Pollution control

Erosion control

Public policy and education

Water quality

Farming practices – polluting waters

Water conservation to deal with scarcity issues

Reduce pollutants in run-off

Community Water Conversation – Anoka Ramsey Community College – August 29, 2017  
Analysis and Synthesis (G.Sabel, August 31, 2017)

Improve lake water/recreational water quality by reducing invasive species

More efficient use of water

The money to support positive reinforcement for positive actions

Working with farmers to reduce pollution such as draintile reduction, cover crops

Education – use of water

Chemical and biological pollution

How our behavior impacts water quality and enforcement of regulations

Water Quality

Farming Practices

Water Conservation

Uncontrolled runoff into streams, rivers

Groundwater pollution

Safe drinking water

- Aquatic invasives leading to poor water quality
- Emerging pollutants such as microbeads and pharmaceuticals

Reduction of water pollutants and water protection in/on ag land

- Controlling ag runoff
- Aquatic invasives due to poor water quality
- Support of organic and conservation farming methods

Water conservation and water protection education in urban areas

- Extreme weather and rain events for wetlands
- Storm drain education/watershed
- Regulatory changes to support innovation and technology changes with city planning, greywater and wastewater

Community Water Conversation – Anoka Ramsey Community College – August 29, 2017  
 Analysis and Synthesis (G.Sabel, August 31, 2017)

**Question 2 – What actions need to be taken to address the top three issues for your table?**

There were 62 responses to this question.

<b>Number of responses that mention the theme</b>	<b>Frequently mentioned themes</b>
22	Develop curriculum or provide more education
5	Provide grants and/or incentives to encourage good practices
3	Require education (mandatory for K-12)
5	Funding
7	More stringent requirements and more strict enforcement
14	Societal change, political will

<b>Unique responses</b>
<p>Best practices for ag &amp; urban</p> <ul style="list-style-type: none"> <li>• Increasing storm water BMPs based on site-specific factor and impermeable surfaces (rain gardens, restored wetlands, diverting storm sewers to retention ponds, increased ponding on land, swales.)</li> <li>• Community planning and zoning should be consistent, stringent</li> <li>• Codes to allow/encourage raingardens and native plants</li> <li>• Planning and permits for water quality (required)</li> <li>• Community and political will</li> </ul>
<p>Environmentally literate citizenry – water education</p> <ul style="list-style-type: none"> <li>• Start young – target youngest with hands-on, inquiry learning. Incorporate environmental themes in science and other learning outcomes. Develop continuity, not “everyone creates their own curriculum”.</li> <li>• Empower groups like lake associations, community groups, river groups, etc – Give them a voice and process; help them work together.</li> <li>• Professional development opportunities for groups with large water impact (farmers, parks, water treatment, industry) focused on how it can benefit them or work for them (\$, time, etc.) vs “another regulation”.</li> </ul>
<p>Education of public in general – water has to be a non-partisan life issue</p>
<p>Set firm goals:</p> <ul style="list-style-type: none"> <li>• Improve quality of water gardens by at least 25%</li> <li>• Reduce number of trouble wells by 25%</li> <li>• Capture 25% more rain water to recharge aquifers</li> <li>• Increase number of leak detection technology for water mine pipes</li> <li>• Reduce phosphorus levels by 25%</li> <li>• Increase funding for storm water ponds by 25% to clean water</li> </ul>
<p>Actions needed to implement erosion control:</p> <ul style="list-style-type: none"> <li>• Plant structures (roots) – trees, vegetation, etc near and around waterways; ground cover</li> </ul>

Community Water Conversation – Anoka Ramsey Community College – August 29, 2017  
 Analysis and Synthesis (G.Sabel, August 31, 2017)

<ul style="list-style-type: none"> <li>• Physical structures – retaining walls, pervious parking lots and driveways</li> <li>• Strengthen approval processes for development and redevelopment of land used for both commercial and residential construction</li> </ul>
<p>To improve state agency coordination, have a water czar to coordinate water efforts with a board to help upgrade software and communication.</p>
<p>Actions needed to implement public policy and education</p> <ul style="list-style-type: none"> <li>• Establish priority for early education for potable water, fertilizer use, link to city council and watershed education, permits-ecologically beneficial, ground cover</li> <li>• Neighborhood network and education; signage, decrease chemical use</li> <li>• Policy makers must understand SCIENCE as condition of appointment to boards</li> </ul>
<p>Actions for improving farming practices – push ag water quality program much harder. Engage farm organizations to push.</p>
<p>How to pay for programs and incentives – We the people demand the right to vote for local municipalities to own cannabis dispensaries and distribute the wealth to that to help rebuild infrastructures and improve water quality.</p>
<p>Protection of Drinking Water Supplies</p> <ul style="list-style-type: none"> <li>• Capping of wells and inspections; more inspection of septic systems</li> </ul>
<p>To improve education: - more water curriculum for students that involves kids in community projects and – outreach to families and the public</p>
<p>Actions to reduce uncontrolled runoff into streams and rivers</p> <ul style="list-style-type: none"> <li>• Ponding</li> <li>• Rain gardens</li> <li>• Buffers on private waterways</li> <li>• Capturing rainwater</li> <li>• Education</li> <li>• Use pervious surfaces</li> <li>• Enforcement of regulations</li> </ul>
<p>Change in policies</p> <ul style="list-style-type: none"> <li>• Plowing, salting</li> <li>• Enforcement</li> <li>• Rates, increase water rates</li> <li>• Geese removal</li> </ul>
<p>Analyze where, when and who, then increase training and education for water systems and human impact. Example:</p> <ul style="list-style-type: none"> <li>• Bump up school water ed required standards</li> <li>• Train local and government agencies plus business owners on water strategies</li> </ul>

Community Water Conversation – Anoka Ramsey Community College – August 29, 2017  
Analysis and Synthesis (G.Sabel, August 31, 2017)

- Support collaborative efforts for training on innovative green technologies affecting homeowners, businesses, cities
- Teach economic benefits of water education

**Question 2 – What actions need to be taken to address the top three issues for your table?**  
(transcribed responses)

Solutions to removing contaminants: increase grants for innovative projects, tax rebates for permeable pavers, green roofs, more regulation to protect water

To improve education: - more water curriculum for students that involves kids in community projects and – outreach to families and the public

To improve state agency coordination, have a water czar to coordinate water efforts with a board to help upgrade software and communication.

To improve water quality:

- Education – state curriculum
- Stormwater improvement and retrofits
- Protection of drinking water supplies

Actions – education

- State curriculum for water (make it a requirement)
- If not a requirement, make it an elective at the middle or high school level and/or include it into an environmental course

Stormwater improvement and retrofits

- Funding, Low impact development (LID)

Protection of Drinking Water Supplies

- Capping of wells and inspections; more inspection of septic systems

Consider long-term vs short—term gain

Use technology to improve efficiency and effectiveness of quality

Subsidize farmers for more CRP, etc.

Incentivize solutions

Actions needed to implement erosion control:

Community Water Conversation – Anoka Ramsey Community College – August 29, 2017  
Analysis and Synthesis (G.Sabel, August 31, 2017)

- Plant structures (roots) – trees, vegetation, etc near and around waterways; ground cover
- Physical structures – retaining walls, pervious parking lots and driveways
- Strengthen approval processes for development and redevelopment of land used for both commercial and residential construction

Actions needed to implement public policy and education

- Establish priority for early education for potable water, fertilizer use, link to city council and watershed education, permits-ecologically beneficial, ground cover
- Neighborhood network and education; signage, decrease chemical use
- Policy makers must understand SCIENCE as condition of appointment to boards

Education/public relations in schools and industries

Legislation to reduce pollutants

Financial incentives

Buffer zones + rain gardens

Funding for water related issues

BMP's

Education

Legislation

Better fertilizer – less polluting

Native prairie instead of grass

Ban use of fertilizers on lakeshore properties

Low flow fixtures

Education – sustainable landscaping/irrigation/fertilizer/grass clippings reduction

Farming practices – push ag water quality program – better promotion

Riverbank crossings/mitigation – apply buffer law to residential properties, too.

Actions to reduce uncontrolled runoff into streams and rivers

- Ponding
- Rain gardens
- Buffers on private waterways

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Analysis and Synthesis (G.Sabel, August 31, 2017)

- Capturing rainwater
- Education
- Use pervious surfaces
- Enforcement of regulations

Actions to reduce groundwater pollution

- Replace road salt
- Better monitoring to detect and map pollution sources
- Cap wells

Educate the public

Provide funding

Encourage actions for clean water (reduce impacts by individuals/groups)

Education

- Schools – teach the kids
- Community events
- Social media
- Ads, billboard articles

Change in policies

- Plowing, salting
- Enforcement
- Rates, increase water rates
- Geese removal

Funding

- Local funding for rainbarrels
- Native plants

Barriers to costs of raising water equals economics problems for low income

Inappropriate application of resources

Lack of acceptance of reliable scientific facts

Education of public in general – water has to be a non-partisan life issue

Set firm goals:

- Improve quality of water gardens by at least 25%
- Reduce number of trouble wells by 25%
- Capture 25% more rain water to recharge aquifers
- Increase number of leak detection technology for water mine pipes
- Reduce phosphorus levels by 25%

## Community Water Conversation – Anoka Ramsey Community College – August 29, 2017 Analysis and Synthesis (G.Sabel, August 31, 2017)

- Increase funding for stormwater ponds by 25% to clean water

Effective methods to educate citizens; make (education) a required part of public education

Analyze where, when and who, then increase training and education for water systems and human impact. Example:

- Bump up school water ed required standards
- Train local and government agencies plus business owners on water strategies
- Support collaborative efforts for training on innovative green technologies affecting homeowners, businesses, cities
- Teach economic benefits of water education

Increase incentives for green innovation

- Reduction of waste / plastic bags / pollutants
- Train elected officials, policy makers, businesses on new tech to update regulations and permitting processes

Develop a statewide clearinghouse of accurate water info for engineers, policy-makers, permitters, naturalists, etc to all access for stronger decision making

How to pay for programs and incentives – We the people demand the right to vote for local municipalities to own cannabis dispensaries and distribute the wealth to that to help rebuild infrastructures and improve water quality.

Environmentally literate citizenry – water education

- Start young – target youngest with hands-on, inquiry learning. Incorporate environmental themes in science and other learning outcomes. Develop continuity, not “everyone creates their own curriculum”.
- Empower groups like lake associations, community groups, river groups, etc – Give them a voice and process; help them work together.
- Professional development opportunities for groups with large water impact (farmers, parks, water treatment, industry) focused on how it can benefit them or work for them (\$, time, etc.) vs “another regulation”.

Best practices for ag & urban

- Increasing stormwater BMPs based on site-specific factor and impermeable surfaces (rain gardens, restored wetlands, diverting storm sewers to retention ponds, increased ponding on land, swales.)
- Community planning and zoning should be consistent, stringent
- Codes to allow/encourage raingardens and native plants
- Planning and permits for water quality (required)
- Community and political will

Ag efforts – tillage, buffers, work with farmers for site-specific solutions

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Actions for reducing nutrients and sediments - Increase of cover crops, no-till, buffers, perennials, bank stabilization, native plants

Actions for addressing pharmaceuticals – community drop-off for unused drugs. Require drug stores to take back drugs. Improve wastewater treatment for pharmaceuticals.

Actions for road salt – develop more widespread salt-reduction strategies

Actions for water capture and reuse

- Education
- Comprehensive planning/regulation at an appropriate resource based scale
- Technical and financial assistance – encourage system approach, targeted

Actions for agricultural runoff improvement

- Programs – restore to natural conditions
- Smart farming – cover crops and soil health
- National farm policy – conservation

Actions for improving surface water quality

- Education
- Comprehensive planning/regulation at an appropriate resource based scale
- Technical and financial assistance – encourage system approach, targeted

Actions for improving pollution control

- Educate people and stores on use and disposal products for lawn, gardens, home equipment care and maintenance, fertilizers, home chemicals, vehicle maintenance, greywater, agriculture
- Biological mitigation: landscape, plantings, snow plowing early to reduce salt use
- Rethink water recreation – boat motors and users cause pollution

Actions for improving education in lawn maintenance

- Sustainable landscaping
- Irrigation usage
- Run off fertilizer
- Grass clippings

Actions for improving farming practices – push ag water quality program much harder. Engage farm organizations to push.

Actions for riverbank erosion/mitigation practices. Buffer law to apply to residential properties, too.

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 Analysis and Synthesis (G.Sabel, August 31, 2017)

**Question 3 – What barriers exist to prevent this?**

There were 68 responses to this question.

Number of responses that mention the theme	Frequently mentioned themes
22	Funding is needed, not enough money
5	Cultural differences (different values), language differences
10	Lack of public buy-in, apathy
10	Barriers to education – general public
6	Barriers to education – K-12
11	Lack of government cooperation / regulation ineffective
2	Stronger laws needed

Unique responses
<p>Barriers to erosion control</p> <ul style="list-style-type: none"> <li>• Funding – Perception that initial investment is greater than future costs for prevention and control</li> <li>• Belief that individual rights/wishes/desires trump community benefits</li> <li>• Zoning and permits need better control and cooperation, may include higher taxes</li> </ul>
<p>Barriers to water education</p> <ul style="list-style-type: none"> <li>• The required curriculum is huge already</li> <li>• Time constraints</li> <li>• Many kids and families have no experiences on the water</li> </ul>
<p>Barriers to policymakers understanding SCIENCE</p> <ul style="list-style-type: none"> <li>• State and Federal government implementing policy/appointments to stifle science</li> <li>• Failure to admit climate change is here and costing dollars, health and life. Bible is used to justify non-science positions.</li> <li>• Education barriers that prevent kids from learning and participating in science projects that teach about creating better water quality for themselves and their children.</li> </ul>
<p>Behavior change and habits are hard to change</p>
<p>Barriers to best practices for ag/urban, capturing run-off for reuse</p> <ul style="list-style-type: none"> <li>• Cost, funding, start-up and maintenance</li> <li>• Maintenance – manpower, on-going</li> <li>• Political will, political continuity</li> <li>• Inertia – how we’ve always done it</li> <li>• Denial of Science, “truth”</li> <li>• Climate change</li> <li>• Increasing population</li> </ul>
<p>Opposition to increasing taxation</p>

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Barriers to protection of drinking water supplies <ul style="list-style-type: none"><li>• Lack of good state statute language</li></ul>
Legislators have a hard time knowing what issues to prioritize and get accurate info on issues
Barriers to taking individual actions <ul style="list-style-type: none"><li>• Lack of education</li><li>• Fear of non-conformity</li><li>• Loss of profits</li><li>• Refusal to adapt to new practices</li><li>• Social and cultural values</li><li>• Specialized groups and their influence over mass audiences</li><li>• Selective media consumption</li></ul>
Barriers to reducing nutrients and sediment <ul style="list-style-type: none"><li>• Cost, funding, \$\$</li><li>• Climate change changes 'baseline'</li><li>• Population increase</li><li>• Ignorance – denial of science</li><li>• Technology may not exist for some needs (R&amp;D), need new knowledge</li><li>• Maintenance – ongoing (of new) and also existing infrastructure (drain tiles, ditches, etc)</li><li>• Natural geology of certain areas and waterbodies exacerbate mitigation</li></ul>
Change emphasis in education to science

**Question 3 – What barriers exist to prevent this?**  
(transcribed responses)

Barriers to reducing contamination:

- Funding
- Big corporations and legislators
- Changing social norms
- Enhance technology for alternative products, like road salt, permeable pavers, farm fertilizer

Barriers to water education

- The required curriculum is huge already
- Time constraints
- Many kids and families have no experiences on the water

Barriers to improving cross-agency communication

- Funding, Leadership, Legislative buy-in

Community Water Conversation – Anoka Ramsey Community College – August 29, 2017  
Analysis and Synthesis (G.Sabel, August 31, 2017)

Barriers to erosion control

- Funding – Perception that initial investment is greater than future costs for prevention and control
- Belief that individual rights/wishes/desires trump community benefits
- Zoning and permits need better control and cooperation, may include higher taxes

Barriers to policymakers understanding SCIENCE

- State and Federal government implementing policy/appointments to stifle science
- Failure to admit climate change is here and costing dollars, health and life. Bible is used to justify non-science positions.
- Education barriers that prevent kids from learning and participating in science projects that teach about creating better water quality for themselves and their children.

Apathy/perception

Development pressures

Money and political will

Public engagement/personal buy-in

Inconvenience

Funding

Lack of incentives to use or find alternatives

Public awareness

Apathy, not a priority

Cultural differences

Language differences

Political pushback

Lack of funding or prioritization of funding

Opposition to increasing taxation

Getting information to individuals about what needs to happen, especially at the individual level

Finding ways to translate to individual the information they need to take action

Not enough funding from the state for conservation projects

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Public can be hard to educate and understand complex issues

Money is always tight for local governments

Some cities did not plan ahead with their water, hard to penalize these cities

Poorly designed projects make it harder to sell to people

Behavior change and habits are hard to change

Legislators have a hard time knowing what issues to prioritize and get accurate info on issues

Not enough inspectors in some industries

Age!

Coordination of government efforts

Change is slow

Water resource variability

Lack of funds

Lack of enforcement

Lack of tools to measure effectiveness

Getting people engaged

Barriers to education

- Getting the Department of Education on board as partner
- Funding the program

Barriers to stormwater improvements and retrofits

- Funding – limited grant program (need to loosen grant rules of criteria)
- Land availability to make retrofits

Barriers to protection of drinking water supplies

- Lack of good state statute language

Barriers to best practices for ag/urban, capturing run-off for reuse

- Cost, funding, start-up and maintenance
- Maintenance – manpower, on-going
- Political will, political continuity

Community Water Conversation – Anoka Ramsey Community College – August 29, 2017  
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- Inertia – how we've always done it
- Denial of Science, "truth"
- Climate change
- Increasing population

Barriers to reducing nutrients and sediment

- Cost, funding, \$\$
- Climate change changes 'baseline'
- Population increase
- Ignorance – denial of science
- Technology may not exist for some needs (R&D), need new knowledge
- Maintenance – ongoing (of new) and also existing infrastructure (drain tiles, ditches, etc)
- Natural geology of certain areas and waterbodies exacerbate mitigation

Barriers to environmentally literate citizenry

- Political partisan divide, no unified consistent message (when did the environment become a political issue?)
- Ignorance, denial of science, denial of climate change
- \$\$
- Social media – could go either way – may spread ignorance
- No unified, cohesive plan for education, training – everyone creates or protects their own turf
- Inertia
- Kids don't get outside!

Funding

Coordination and communication

Technology for local agencies and organizations

Ignorance, apathy

Plumbing codes

Change emphasis in education to science

Benefit to be understood

Political will

Cultural differences

Money

Political will – priority

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Personal accountability

Public perception about the impact of the individual

Misalignment between funding and the will to act

Barriers to reducing contaminants

- Funding
- Changing social norms
- Big corporations – enhance technology for alternatives

Barriers to education

- Required curriculum
- Time constraints
- Experiences on the water

Barriers to improving cross-agency communication

- Funding
- Leadership
- Legislative buy-in

Barriers to improving pollution control

- Lack of will and resistance to change to accept new scientific information to benefit present and future generations
- Misuse of Bible – Jesus is coming – no reason to protect the earth
- Lack of funds

Barriers to taking individual actions

- Lack of education
- Fear of non-conformity
- Loss of profits
- Refusal to adapt to new practices
- Social and cultural values
- Specialized groups and their influence over mass audiences
- Selective media consumption

Barriers to taking local actions

- Zoning restrictions that harm water resources
- Lack of education and priority for elected officials
- Lack of funding

Barriers to state action

- Lack of funding
- Lack of priority for elected officials
- Division and lack of coordination of agencies
- Bureaucratic insufficiencies

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- Bipartisanship
- Lack of monetary values assigned to natural resources

Barriers to desire for behavioral change due to ineffective educational and/or cultural buy-in

- Curriculum development of young (K-12) children
- Stronger tie with public, make the problem more personal – how it affects human/public health
- Mandatory regulations

Barriers to improving treatment of agricultural and urban storm runoff

- Agricultural and NPS regulations, increase accountability for violators
- Consumer food changes by choosing farms that are certified in proper ag runoff practices
- More incentives to restore with better and new resource (money) management

Barriers to meeting the increase in demand of aging infrastructure and lack of long-term management plans

- Lack of long-term management plans
- Utility fees to fund management plans where they lack with a more proactive strategy
- Reduce the demand of infrastructure by utilizing BMPs upstream of the problem or smarter water conservation
- Better promotion of LID and better localization of infrastructure



Minnesota  
Department  
of Health

PROTECTING, MAINTAINING & IMPROVING THE HEALTH OF ALL MINNESOTANS

September 8, 2017

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

Dear Council Members:

SUBJECT: Spring Lake Park Municipal Water Supply, Anoka County, PWSID 1020029

I met with Terry Randall from your Community Public Water Supply on 7/31/2017 to complete Inner Wellhead Management Zone (IWMZ) Work. As we discussed, the purpose of IWMZ Work is to conduct a Potential Contaminant Source Inventory (PCSI) and identify wellhead protection measures (steps or activities) you can take to help prevent any adverse impacts to the water supply from the identified contaminant sources. The measures contained in your IWMZ PCSI Report (see attached) will be incorporated into your Wellhead Protection Plan when it is initiated or amended. MDH District Engineers will update the IWMZ PCSI Report every 6 years as part of the Sanitary Survey. Implementation of recommended wellhead protection measures protects public health by managing potential contaminant sources to reduce risk. No measures are recommended at this time as isolation distances are met for each well, although there is an unknown sewer manhole near Well #4.

If you have any questions concerning the information contained in this report, please contact me at 651/201-5180.

Sincerely,

A handwritten signature in black ink, appearing to read "Simon McCormack", with a long horizontal line extending to the right.

Simon McCormack  
Metro-West District Engineer  
Section of Drinking Water Protection  
P.O. Box 64975  
St. Paul, MN 55164-0975

Enclosures





Environmental Health Division  
 Drinking Water Protection Section  
 P.O. Box 64975  
 St. Paul, Minnesota 55164-0975

## INNER WELLHEAD MANAGEMENT ZONE (IWMZ) - POTENTIAL CONTAMINANT SOURCE INVENTORY (PCSI) REPORT

### PUBLIC WATER SYSTEM INFORMATION

<b>PWS ID</b>	1020029	<b>COMMUNITY</b>
<b>NAME</b>	Spring Lake Park	
<b>ADDRESS</b>	Spring Lake Park Water Superintendent, 1301 81st Avenue NE, Spring Lake Park, MN 55432	

### FACILITY (WELL) INFORMATION

<b>NAME</b>	Well #1	<b>IS THERE A WELL LOG OR ADDITIONAL CONSTRUCTION INFORMATION AVAILABLE?</b>
<b>FACILITY ID</b>	S01	<input type="checkbox"/> YES (Please attach a copy) <input type="checkbox"/> NO <input type="checkbox"/> UNDETERMINED
<b>UNIQUE WELL NO.</b>	206638	
<b>COUNTY</b>	Anoka	

<b>PWS ID / FACILITY ID</b>	1020029    S01	<b>UNIQUE WELL NO.</b>	206638
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PCSI CODE	ACTUAL OR POTENTIAL CONTAMINATION SOURCE	ISOLATION DISTANCES (FEET)				LOCATION	
		Minimum Distances		Sensitive Well'	Within 200 Ft. Y / N / U	Dist. from Well	Est. (?)
		Community	Non-community				

#### Agricultural Related

*AC1	Agricultural chemical buried piping	50	50		N		
*AC2	Agricultural chemical multiple tanks or containers for residential retail sale or use, no single tank or container exceeding, but aggregate volume exceeding 56 gal. or 100 lbs. dry weight	50	50		N		
ACP	Agricultural chemical tank or container with 25 gal. or more or 100 lbs. or more dry weight, or equipment filling or cleaning area without safeguards	150	150		N		
ACS	Agricultural chemical storage or equipment filling or cleaning area with safeguards	100	100		N		
ACR	Agricultural chemical storage or equipment filling or cleaning area with safeguards and roofed	50	50		N		
ADW	Agricultural drainage well <sup>2</sup> (Class V well - illegal <sup>3</sup> )	50	50		N		
AAT	Anhydrous ammonia tank (stationary tank)	50	50		N		
AB1	Animal building, feedlot, confinement area, or kennel, 0.1 to 1.0 animal unit (stockyard)	50	20	100/40	N		
AB2	Animal building or poultry building, including a horse riding area, more than 1.0 animal unit	50	50	100	N		
ABS	Animal burial area, more than 1.0 animal unit	50	50		N		
FWP	Animal feeding or watering area within a pasture, more than 1.0 animal unit	50	50	100	N		
AF1	Animal feedlot, unroofed, 300 or more animal units (stockyard)	100	100	200	N		
AF2	Animal feedlot, more than 1.0, but less than 300 animal units (stockyard)	50	50	100	N		
AMA	Animal manure application	use discretion	use discretion		N		
REN	Animal rendering plant	50	50		N		
MS1	Manure (liquid) storage basin or lagoon, unpermitted or noncertified	300	300	600	N		
MS2	Manure (liquid) storage basin or lagoon, approved earthen liner	150	150	300	N		
MS3	Manure (liquid) storage basin or lagoon, approved concrete or composite liner	100	100	200	N		
MS4	Manure (solid) storage area, not covered with a roof	100	100	200	N		
OSC	Open storage for crops	use discretion	use discretion		N		

#### SSTS Related

AA1	Absorption area of a soil dispersal system, average flow greater than 10,000 gal./day	300	300	600	N		
AA2	Absorption area of a soil dispersal system serving a facility handling infectious or pathological wastes, average flow 10,000 gal./day or less	150	150	300	N		
AA3	Absorption area of a soil dispersal system, average flow 10,000 gal./day or less	50	50	100	N		
AA4	Absorption area of a soil dispersal system serving multiple family residences or a non-residential facility and has the capacity to serve 20 or more persons per day (Class V well) <sup>2</sup>	50/300/150 <sup>4</sup>	50/300/150 <sup>4</sup>	100/600/300 <sup>4</sup>	N		
CSP	Cesspool	75	75	150	N		
AGG	Dry well, leaching pit, seepage pit	75	75	150	N		
*FD1	Floor drain, grate, or trough connected to a buried sewer	50	50		N		
*FD2	Floor drain, grate, or trough if buried sewer is air-tested, approved materials, serving one building, or two or less single-family residences	50	20		N		
*GW1	Gray-water dispersal area	50	50	100	N		
LC1	Large capacity cesspools (Class V well - illegal) <sup>2</sup>	75	75	150	N		
MVW	Motor vehicle waste disposal (Class V well - illegal) <sup>2</sup>	illegal	illegal		N		

PWS ID / FACILITY ID	1020029 S01	UNIQUE WELL NO.	206638
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PCSI CODE	ACTUAL OR POTENTIAL CONTAMINATION SOURCE	ISOLATION DISTANCES (FEET)				LOCATION	
		Minimum Distances		Sensitive Well <sup>1</sup>	Within 200 Ft. Y / N / U	Dist. from Well	Est. (?)
		Community	Non-community				
PR1	Privy, nonportable	50	50	100	N		
PR2	Portable (privy) or toilet	50	20		Y	93	Y
*SF1	Watertight sand filter; peat filter; or constructed wetland	50	50		N		
SET	Septic tank	50	50		N		
HTK	Sewage holding tank, watertight	50	50		N		
SS1	Sewage sump capacity 100 gal. or more	50	50		N		
SS2	Sewage sump capacity less than 100 gal., tested, conforming to rule	50	20		N		
*ST1	Sewage treatment device, watertight	50	50		N		
SB1	Sewer, buried, approved materials, tested, serving one building, or two or less single-family residences	50	20		N		
SB2	Sewer, buried, collector, municipal, serving a facility handling infectious or pathological wastes, open-jointed or unapproved materials	50	50		Y	93	Y
*WB1	Water treatment backwash holding basin, reclaim basin, or surge tank with a direct sewer connection	50	50		N		
*WB2	Water treatment backwash holding basin, reclaim basin, or surge tank with a backflow protected sewer connection	20	20		N		

#### Land Application

SPT	Land spreading area for sewage, septage, or sludge	50	50	100	N		
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#### Solid Waste Related

COS	Commercial compost site	50	50		N		
CD1	Construction or demolition debris disposal area	50	50	100	N		
*HW1	Household solid waste disposal area, single residence	50	50	100	N		
LF1	Landfill, permitted demolition debris, dump, or mixed municipal solid waste from multiple persons	300	300	600	N		
SVY	Scrap yard	50	50		N		
SWT	Solid waste transfer station	50	50		N		

#### Storm Water Related

SD1	Storm water drain pipe, 8 inches or greater in diameter	50	20		Y	79	Y
SWI	Storm water drainage well <sup>2</sup> (Class V well - illegal <sup>3</sup> )	50	50		N		
SM1	Storm water pond greater than 5000 gal.	50	35		N		

#### Wells and Borings

*EB1	Elevator boring, not conforming to rule	50	50		N		
*EB2	Elevator boring, conforming to rule	20	20		N		
MON	Monitoring well	record dist.	record dist.		N		
WEL	Operating well	record dist.	record dist.		N		
UUW	Unused, unsealed well or boring	50	50		N		

#### General

*CR1	Cistern or reservoir, buried, nonpressurized water supply	20	20		N		
PLM	Contaminant plume	50	50		N		
*CW1	Cooling water pond, industrial	50	50	100	N		
DC1	Deicing chemicals, bulk road	50	50	100	N		
*ET1	Electrical transformer storage area, oil-filled	50	50		N		
GRV	Grave or mausoleum	50	50		N		
GP1	Gravel pocket or French drain for clear water drainage only	20	20		N		
*HS1	Hazardous substance buried piping	50	50		N		
HS2	Hazardous substance tank or container, above ground or underground, 56 gal. or more, or 100 lbs. or more dry weight, without safeguards	150	150		N		
HS3	Hazardous substance tank or container, above ground or underground, 56 gal. or more, or 100 lbs. or more dry weight with safeguards	100	100		N		
HS4	Hazardous substance multiple storage tanks or containers for residential retail sale or use, no single tank or container exceeding 56 gal. or 100 lbs., but aggregate volume exceeding	50	50		N		
HWF	Highest water or flood level	50	N/A		N		
*HG1	Horizontal ground source closed loop heat exchanger buried piping	50	50		N		
*HG2	Horizontal ground source closed loop heat exchanger buried piping and horizontal piping, approved materials and heat transfer fluid	50	10		N		
IWD	Industrial waste disposal well (Class V well) <sup>2</sup>	illegal <sup>3</sup>	illegal <sup>3</sup>		N		
IWS	Interceptor, including a flammable waste or sediment	50	50		N		
OH1	Ordinary high water level of a stream, river, pond, lake, reservoir, or drainage ditch (holds water six months or more)	50	35		N		
*PP1	Petroleum buried piping	50	50		N		
*PP2	Petroleum or crude oil pipeline to a refinery or distribution center	100	100		N		



PWS ID / FACILITY ID 1020029 S01

UNIQUE WELL NO.

206638

SETBACK DISTANCES

All potential contaminant sources must be noted on sketch.

Record the distance and approximate compass bearing of each potential contaminant source from the well, and identify the source using the "Source Code". Unlabeled points on the map are unsealed wells.



	Y	N	N/A
Were the isolation distances maintained for the new sources of contamination?	X		
Is the system monitoring existing nonconforming sources of contamination?			X

Reminder Question: Were the wellhead protection measure(s) implemented?

INSPECTOR

McCormack, Simon

DATE

7 - 31 - 2017

PWS ID / FACILITY ID	1020029 S01	UNIQUE WELL NO.	206638
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RECOMMENDED WELLHEAD PROTECTION (WHP) MEASURES	WHP MEASURE IMPLEMENTED? Y or N	DATE VERIFIED

<b>COMMENTS</b>

For further information, please contact:

Minnesota Department of Health  
 Drinking Water Protection Section  
 Source Water Protection Unit  
 P.O. Box 64975  
 St. Paul, Minnesota 55164-0975

Section Receptionist: 651-201-4700  
 Division TDD: 651-201-5797 or MN Relay Service @ 1-800-627-3529 and ask for 651-201-5000



# CITY REPORT

August 2017

blaine centerville circle pines ham lake lexington lino lakes spring lake park

## Video Production



Municipal Producer, Trevor Scholl, continued to meet with City officials and department contacts regarding potential programming for the channels. He completed five of the projects that had previously been requested, and worked toward completion of several ongoing projects. In addition to video productions he also shot photos for the City of Lexington's website. Trevor spent a great deal of time covering Lino Lakes Blue Heron Days and created a highlight video for the Lino Lakes channel. Additional staff members recorded the parade, marched in the parade, and took pictures of parade attendees for the NMTV Facebook page. Staff members Kenton Kipp, Ben Hayle, T.J. Tronson, and Danika Peterson also either produced programs or assisted in the production of programs for the City channels.

### ▪ August Completed Videos/Playing on City Channels & Internet

Title	Producer	Runtime
Fetes Des Lacs	Trevor Scholl	00:06:17
Blue Heron Days	Trevor Scholl	00:04:46
Lino Lakes Promo	Trevor Scholl	00:00:40
Ham Lake Promo	Trevor Scholl	00:01:03
Spring Lake Park Promo	Trevor Scholl	00:01:26
Wetland Sanctuary Opening	Danika Peterson/Ben Hayle	00:04:00
Invictus Brewing Breaks Ground	Danika Peterson/Ben Hayle	00:02:13
105th Avenue Ready for Upgrade	Danika Peterson/Ben Hayle	00:02:02
Night to Unite	Danika Peterson/Ben Hayle	00:03:12
Lino Lakes Blue Heron Days Parade	Kenton Kipp	00:57:17
Anoka County Board Meeting (8/8/17)	T.J. Tronson	00:41:35

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

- Shot drone footage for Blaine promo
- Toured Lino Lakes Correctional Facility, developed program concept, and arranged shoot dates with Warden
- Developing Community Corner program to be hosted by City Administrators for those Cities with Mayor's unable to participate in Mayor's Minutes programs
- Lino Lakes HeartSafe and the Public Safety Open House
- Centerville Fall Mayor's Minutes
- Circle Pines Promo
- Blaine Mayor's Minutes

- Contacted Jim Fischer re Lexington public works project
- Northstar Water Media Society Art Show at Blaine City Hall
- Contacted Wayne Wegener re Lino Lakes police project ideas
- Animal Humane Society children's programs project
- Business profiles
- Fire station recruitment needs for each department
- Explorers programs
- City comprehensive plan coverage
- Lexington Fall celebration



## Equipment Consulting/Technical Support

### **Blaine**

- Meeting scheduled with Alpha Video for walkthrough at Blaine City Hall. Waited half an hour. Alpha is no show.
- Reschedule Alpha walkthrough to nail down starting and end date for installation.
- Met with Roark Haver and Alpha Video Engineer for a walkthrough at Blaine City Hall. Answered questions Alpha Video had and made plans regarding the audio & video system set-up. Advised Roark to renumber cameras to make a bit more sense for the operator.
- Emailed Roark Haver regarding the Makito X network & IP address. Roark supplied IT department contact for Blaine, Bev Rottinghaus. Told her we need to get the Makito X into the network from the video control room & also get a static IP address. Informed her it would take a certain amount of bandwidth to broadcast this live and she will look into any issues that may arise.
- Evaluate system layout designs with Roark Haver.
- Figure out how to best set-up desk and racks at Blaine City Hall. Talk with Roark and Alpha regarding possibly installing a blu-ray player and making it switchable via a small 2x1 router between that the live signal. Also talked about the Comcast confidence monitor that needs to have a display in the Blaine control room.

### **Centerville**

- Centerville staff expressed concern that Alpha is not getting back to them with an HD proposal quickly. Matt reassured staff that he is monitoring the project and that with a large company like Alpha smaller projects often experience delays. Two different upgrade scenarios are being examined, dependent on funding. Matt spoke with the Alpha rep and was told that an updated quote would be coming soon.
- Called Teresa and reported that Alpha's proposal should be arriving soon. She was told not to be too concerned with the listed final price, as it incorporates all the options together, not individually. As such it will appear inflated until a final design is selected.
- Teresa called with budget info for the project. The final design selection will determine additional resources needed.
- Tried to contact Alpha regarding Centerville proposal. Left a voice mail. Want to make sure Centerville staff knows we are continuing to push for a final quote from Alpha. (8/15/17)
- Emailed Alpha regarding Centerville proposal. Told Mike to send all options to Teresa and then a decision can be made regarding final design. (8/16/17)
- Alpha sent proposal to Teresa. (8/16/17)
- Fixed SCALA computer power button.
- Talked with Teresa regarding HD upgrade process. Was told that the proposal has been sent to the Finance Department, for approval of funding.

### **Circle Pines**

- Emailed Patrick regarding HD upgrade and DVD burner issues. Asked when Circle Pines would like to start working on the HD upgrade. He said this fall. Followed up to see how the DVD burner is functioning.
- Patrick responded to email stating that Circle Pines does not want a new DVD recorder and will keep a file on hard drive until the new HD system is built.
- Patrick responds to question. Reports that City is still doing VHS recording in case system fails. He will come to collect copy for his hard drive.

### **Ham Lake**

- Ham Lake staff requested that Matt contact Alpha for HD upgrade proposal. Talked with Alpha regarding Ham Lake HD upgrade. Will do comparison between Alpha, Z System and MSpace proposals. A project manager has been assigned by Alpha. They will contact Denise to set up meeting.
- Talked with Z Systems regarding Ham Lake system. Considered various options for podium A/V systems and ease of use.
- Camera 1 not controllable. Switcher couldn't find the camera. Found a setting on the switcher that said "Find Camera". Tried it, and it found the camera. Issue resolved.
- Got a call from Denise regarding microphone decision for system. Met with Alpha engineer assigned to project.
- Z Systems sent a proposal to Denise. It outlines a UPS for back-up power and surge protection at Matt's request. It also includes new council chambers monitor functionality and a digital signage player for animated logo for in between chamber meetings.
- Tried to set up meeting with Alpha to meet at Ham Lake. Alpha wants to see the council and control room before sending a proposal. Alpha hasn't gotten back to Matt yet. Trying for Wednesday, August 23rd at 1:00 p.m.
- Emailed Emily Polansky at MSpace about Ham Lake proposal. Per Denise's request Matt made sure Emily has all the newest information on what Ham Lake will need for their HD upgrade. Emily is working on sending a new proposal.

### **Lexington**

- No equipment assistance requested or required.

### **Lino Lakes**

- Supplied requested info to Alpha regarding HD build. Alpha sent Jeff Karlson and Matt a long list of questions regarding the HD RFP. Had to make inquiries regarding some of the more technical audio details.
- Alpha would like to make changes to Lino plan. Matt told them to stick to the plans provided by Z Systems so we can compare apples to apples. Alpha was too busy last year to get this done in a timely manner for Lino Lakes so Z Systems made the design. Matt answered all the questions Alpha had and sent the drawings and cc'd Jeff Karlson on the email.
- Answered Z Systems questions regarding the Lino Lakes bid.
- Received Lino Lakes bid from Z Systems. The final bid was \$50,000 less than the first proposal.
- Received bids from Alpha Video.
- Reviewed the bids for Lino Lakes from Alpha Video and Z Systems. Created a comparison spreadsheet. Alpha Video beat out Z Systems by about \$18,000 on the final bids, mostly labor and materials. The final price will be under \$100k.

### **Spring Lake Park**

- Emailed Wanda about Sony camera and firmware upgrade. Matt informed Wanda he is still working with Alpha about getting someone out there to check on the camera and upgrade the firmware.
- Emailed Alpha to remind them that Spring Lake Park's Broadcast Pix system needs a firmware upgrade and they also have a bad Sony camera.

- Met with Wanda and Alpha regarding camera issue. Matt went through all the tests he had done on the camera. While the Broadcast Pix switcher is acting up a little, the problem was isolated to the camera. The camera inputs are doing a lot of color shifting. Alpha is looking into whether the camera can be repaired.
- Responded to Wanda's inquiry regarding her return monitor. An Alpha engineer had changed a few settings.
- Contacted Wanda concerning the Makito X install. She connected Matt with the Cities IT person. They are making sure that there is an IP address for the Makito install and that there is a jack to connect to in the video control room. Firewall concerns were also discussed.
- Responded to Wanda's questions regarding AJA hard drive drop offs for HD playback on the system after the Makito install. The meetings will still need to be recorded on the AJA for redundancy, but the hard drives don't need to be dropped off, unless there is a recording issue at the NMTV head-end.
- Ordered an HDMI to HD-SDI AJA convertor & 2X1 router to convert and route the Spring Lake Park signal.
- Received the network port & IP address for the Spring Lake Park Makito install.
- Got the Makito X decoders operating in master control. Set up IP addresses and multicast addresses.
- Arranged time to install Makito X.
- Experimented with blu-ray players for bump graphics after live feeds. Found blu-ray player not converting correctly has to do with a HDCP copyright protection embedded on the HDMI output of the player, since it is a consumer level electronic device. Will use digital signage players instead of blu-ray players.
- Tested audio transmission over the Makito X. Audio worked great. Ran into a problem with a Creston Scaler not working. The whole podium area didn't function. Worked up a quick fix for the Council meeting by displaying the map they needed to air as a .jpg graphic that wouldn't work through the document scanner. Wrote Alpha and email about the situation.
- Met Alpha at Spring Lake Park to work through issues. Found bad power supplies so re-installed some new ones and got most of the equipment up and running after digging through the system and changing a bunch of settings. The Crestron controller at the podium will not power up, probably a power surge. Alpha took that to work on. They are also still working on the bad camera. Got the HDTV tuner to work again...bad power supply. Met Comcast tech to replace the Comcast DTA box with a new one...the power supply was bad, and SLP got a new blue-tooth capable remote control.
- Ordered new file-based playback device. Got another HDMI-SDI & SDI-HDMI converter as a back-up spare.
- Installed the Brightsign digital file player at Spring Lake Park. Tested. Working great.
- Camera 4 has a bad video block according to Sony and will cost \$3,500 to fix. Matt suggests getting a new camera model with a larger sensor for dark applications instead of fixing the old one.

### **All Cities**

- Verified with Alpha that there is a 120V - 20amp circuit available in master control for City Carousel systems.
- Matt contacted all Cities regarding upcoming Carousel install. All were informed that the Carousels will be integrated onto the city channels during the week after Labor Day. Also, that Matt will be stopping by each City to inspect & take notes and what will be needed to install a device to replace the SCALA systems and mentioned our plan of providing a continuous looping video that mirrors the look of their Carousel.
- Obtain a list of IP addresses for the 7 Carousel servers, 2 Makito X Decoders and 1 Ross OpenGear frame.

- Fixed return feed in master control from the Cities. Alpha Video took the router in master control down to install a new card during the upgrade. One of the cards failed to come back on during the reboot. Re-seated the card and it fired up and the signals were restored.
- Contacted Tightrope to work through some Carousel issues. Having trouble playing video. Got new version of software, installed in each unit, and video plays fine.
- Approved sign-off on the Carousel and Makito project.
- Hooked up multi-view monitor at front desk of NMTV for easy staff monitoring of City channels.

## Master Control



Programming Coordinator, Michele Silvester, along with help from Eric Houston and Tarkor Zehn, 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.

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. At the same time it is also encoded on a server for future playbacks. The following meetings were processed in August:

<b>Title</b>	<b>Producer</b>	<b>Runtime</b>
Blaine City Council Meeting (8/3/17)	Blaine Staff	01:05:40
Blaine Planning Commission Meeting (8/8/17)	Blaine Staff	01:37:21
Blaine Traffic Commission Meeting (8/9/17)	Blaine Staff	01:36:11
Blaine City Council Meeting (8/17/17)	Blaine Staff	01:01:15
Blaine Park Board Meeting (8/22/17)	Blaine Staff	00:46:26
Centerville City Council Meeting (8/9/17)	Centerville Staff	01:21:04
Centerville City Council Meeting (8/23/17)	Centerville Staff	02:23:15
Circle Pines City Council Meeting (8/8/17)	Circle Pines Staff	00:59:15
Circle Pines Utility Commission Meeting (8/16/17)	Circle Pines Staff	00:09:31
Circle Pines City Council Meeting (8/22/17)	Circle Pines Staff	00:04:59
Ham Lake City Council Meeting (8/7/17)	Ham Lake Staff	00:42:22
Ham Lake Planning Commission Meeting (8/14/17)	Ham Lake Staff	00:40:41
Ham Lake City Council Meeting (8/21/17)	Ham Lake Staff	00:16:49
Lexington City Council Meeting (8/3/17)	Lexington Staff	01:30:35
Lexington City Council Meeting (8/17/17)	Lexington Staff	00:23:58
Lino Lakes Planning & Zoning Meeting (8/10/17)	Lino Lakes Staff	02:09:54

<b>Title cont.</b>	<b>Producer cont.</b>	<b>Runtime</b>
Lino Lakes City Council Meeting (8/12/17)	Lino Lakes Staff	01:34:01
Lino Lakes City Council Meeting (8/24/17)	Lino Lakes Staff	00:57:28
Lino Lakes Environmental Board Meeting (8/26/17)	Lino Lakes Staff	01:05:45
Spring Lake Park City Council Meeting (8/7/17)	Spring Lake Park Staff	00:59:37
Spring Lake Park Planning Commission Meeting (8/21/17)	Spring Lake Park Staff	00:53:23
Spring Lake Park City Council Meeting (8/28/17)	Spring Lake Park Staff	02:28:43
<b>22 New Programs</b>		<b>24:48:13 New Hours</b>

Meetings are scheduled for replay based on schedules requested by each City. Additional video programming produced by NMTV staff is also scheduled on the channels. The table below outlines how many times a video program was entered into the Tightrope system, and played back on each City channel.

<b>City</b>	<b>Number of Times Programs Played</b>	<b>Hours Programmed on Channel</b>
Blaine	535	256:03:00
Centerville	90	66:28:30
Circle Pines	166	71:38:28
Ham Lake	64	32:43:48
Lexington	115	95:15:42
Lino Lakes	128	73:10:12
Spring Lake Park	178	140:25:08
<b>Totals:</b>	<b>1,276 Program Playbacks</b>	<b>735:44:48 Hours of Video Programming on Channels</b>

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 will work 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 will play video. Eric is also responsible for encoding any videos that will be displayed. The following work was done for City Carousel units in August:

**Blaine**

- Encoded videos for auto playback.
- Tested Carousel playback to ensure all bulletins and videos played properly.

- Updated expiration dates for all current videos and bulletins.
- Centerville**
- Reviewed currently airing graphics
  - Create 11 new bulletins
  - Bring bulletins to Teresa for review
  - Revise 2 bulletins
  - Remove all NMTV specific slides at Teresa's request
  - Encode videos for auto playback.
  - Tested Carousel playback to ensure all bulletins and videos played properly.
  - Revised Carousel bulletin order to match the order playing on the current channel.
- Circle Pines**
- Encode videos for auto playback.
  - Tested Carousel playback to ensure all bulletins and videos played properly.
  - Converted Carousel layout to a single, full screen layout, per Chandra's request.
- Ham Lake**
- Revised order of Carousel bulletins to match the order currently airing.
  - Tested Carousel playback to ensure all bulletins and videos played properly.
- Lexington**
- Answered Lexington IT person's questions regarding the SCALA computer, regarding disconnection from their network.
  - Tested Carousel playback to ensure all bulletins and videos played properly.
- Lino Lakes**
- Encoded videos for auto playback.
  - Tested Carousel playback to ensure all bulletins and videos played properly.
  - Converted Carousel layout to a single, full screen layout, per Lisa's request.
- Spring Lake Park**
- Encoded videos for auto playback.
  - Tested Carousel playback to ensure all bulletins and videos played properly.
  - Create 34 new bulletins.
  - Revise 2 bulletins at Wanda's request.
  - Remove 4 bulletins at Wanda's request.
  - Correct expiration dates on bulletins.
  - Set Carousel playback to the multi-screen option per Wanda's request.
- All Cities**
- Created test channel to use during Carousel install
  - Sent updated emails to all Cities regarding state of project.
  - Created a test DVD for possible post meeting graphics solution.
  - Pulled evergreen graphics for all Cities.

## **City Channel Signal Monitoring**

### **Blaine**

- No problems.

### **Centerville**

- City graphics generator down. Called City and asked to reboot computer. Resolved.

### **Circle Pines**

- 8/14/17 Contact Comcast regarding channel quality issue.
- 8/15/17 Contact Comcast again regarding channel quality issue.
- 8/16/17 Spoke with Comcast regarding resolution of signal quality issue. Comcast believes problem is with City Hall power grounding. Also pointed out bad DTA in front entrance.

### **Ham Lake**

- No problems.

### **Lexington**

- No problems.

### **Lino Lakes**

- 8/30/17 Called City Hall regarding graphics being off-line.
- 8/31/17 Fix channel in black because of recorded meeting's lack of graphics after meeting completion. Channel graphics back up.

### **Spring Lake Park**

- Test Makito X signal quality.

## 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. 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 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 August:

### **Blaine**

- 5 meetings bookmarked and placed on VOD.

### **Centerville**

- 2 meetings placed on VOD.

### **Circle Pines**

- 3 meetings bookmarked and placed on VOD.

### **Ham Lake**

- 3 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
- Updated Windows Media Player on multiple computers to play new Spring Lake Park HD meeting files
- Worked on solutions to City meeting VODs appearing as 4:3

# Administrative

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The issues dealt with in August include the installation, commissioning, and testing of the new City Carousel units and Makito X transport system, the ongoing CenturyLink AG lawsuit, and the resolution of consumer complaints.

## **Carousel/Makito X**

- The Carousel units and Makito X system are installed at the NMTV head-end and Spring Lake Park City Hall.
- Discussions with staff regarding Carousel graphics displays and video encoding issues.
- Oversee staff troubleshooting of various issues related to the Carousel and Makito upgrades.
- Direct staff to install multi-view monitor over front desk for efficient City channel monitoring.
- Review quotes and billing statements. Create chart for distribution of excess franchise fees after payment of Carousel/Makito upgrades.

## **CenturyLink Complaint**

- Confer with Commission Attorney Mike Bradley regarding possible actions in response to CenturyLink/MN AG lawsuit.
- Direct Mr. Bradley to draft a franchise violation notice.
- Recommend that Commission send CenturyLink franchise violation notice.

## **Customer Complaints**

- Mediated a Blaine customer complaint regarding an exposed cable on her property. The complaint was satisfactorily remedied by Comcast.

## **Miscellaneous**

- Coordinated NMTV float and marchers in Lino Lakes Blue Heron Days Parade.
- Scheduled a quarterly meeting with CenturyLink and Operations Committee.
- Called Comcast to request a new DTA for Circle Pines City Hall



# North Metro TV

August 2017 Update

## Program Production

In August, a total of **81 new programs** were produced utilizing the North Metro facilities, funds, and services. This constitutes **56:45:00 hours of new programming**.

- 31 programs were produced by the public
- 28 programs were produced by NMTV staff
- 22 programs were produced by City staff



## Van Shoots

The HD truck was used for **11:00:00** hours of production. Events produced live and recorded for additional playbacks include:

- Lino Lakes Blue Heron Days Parade
- Girls Tennis: Centennial vs. Blaine
- Volleyball: Blaine vs. Spring Lake Park



## Workshops

Workshop	Instructor	Organization	Students
Bad Movie Bros Studio Shoot	Eric Houston	Video Club	4
Camera	Eric Houston	General Public	2
Gilligan's Island - Behind the Scenes Lecture	Eric Houston	Video Club	14
Special Production Series Class 1	Eric Houston	Blaine/Ham Lake Girl Scouts	13
Editing	Eric Houston	General Public	3
Special Production Series Class 2	Eric Houston	Blaine/Ham Lake Girl Scouts	9
Camera	Eric Houston	General Public	2
Movie Night Discussion - Galaxy Quest	Eric Houston	Video Club	13
Editing	Eric Houston	General Public	3
<b>9 Workshops</b>			<b>63 Students</b>

## Home Movie Transfers

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Home movie transfers have become one of our most popular services. Residents can transfer their family videos, film, slides, and photos at North Metro TV themselves for free, or pay NMTV to do it. Most participants want to do it themselves.

Month	Hours Transferred	Tapes	Film Reels	DVDs	Photos/ Slides	Fees Paid
January	205.75	58	174	46	80	\$675
February	165.75	65	41	14	672	\$411
March	131.5	41	98	45	0	\$305
April	118.5	60	34	40	0	\$157.50
May	192.25	81	58	16	473	\$215
June	207.5	70	26	65	0	\$274.50
July	179.25	83	5	41	208	\$545
August	132.5	59	69	17	0	\$838
<b>TOTAL:</b>	<b>1,333.00</b>	<b>517</b>	<b>505</b>	<b>284</b>	<b>1,433</b>	<b>\$3,421.00</b>

## Public Usage Stats

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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, outreach, or educational.

Month	Unique Individuals	Total Usage Hours
January	67	523.5
February	74	461.75
March	54	476.75
April	71	326.5
May	106	665
June	95	511.25
July	75	459.5
August	80	501.75
<b>TOTAL PUBLIC USAGE:</b>		<b>3,926.00</b>

## Production Highlights

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### 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 August highlights include:

- Invictus Brewing Company Starts Construction in Blaine
- Blaine Opens Wetland Sanctuary
- Lino Lakes Ready for Blue Heron Days
- Centennial Library Prepares for Expansion
- License Center Experiences Frustrating Delays
- Night to Unite



- 3M Championship Celebrates 25 Years of Golf
- Great Minnesota Knit Together

In addition to daily playbacks of North Metro TV News on the cable systems, there are over 425 local stories archived for viewers on the NMTV YouTube page. The page can be accessed through the northmetrotv.com website.

## Blue Heron Days

Summer event coverage wrapped up in August with Lino Lakes Blue Heron Days events. Municipal Producer, Trevor Scholl, gathered footage for a highlight piece on the weekend festivities for the City channel. In addition to that coverage, NMTV staff videotaped the parade, marched in the parade, and took photographs of parade watchers and posted them to Facebook. A news story publicizing Blue Heron Days was also produced prior to the event.



## Girl Scouts Class

Studio Manager, Eric Houston, began work with a group of 13 Girl Scouts and Scout Leaders in August. The project will be fairly long-term as Eric trains and guides the girls in the creation of a PSA about the cost of devoting too much of one's time to smart phones and other media. After a couple of planning classes, a weekly class schedule is being worked out around school and family schedules.

## Every Movie Ever

Eric continues to work with a group of high school students to produce the series "Every Movie Ever Made." To date fourteen episodes have been produced with another two recorded and awaiting editing. All the behind the scenes work on the series is done by the students, including graphics development, research, and editing. Several students involved with the project have special needs. NMTV values its mutually beneficial partnership with the Blaine High School Work Experience Group, which continues to recommend students for the project.

## Coach & Captains, Sports Den Return

You know the end of summer has arrived when the Sports Crew starts gearing up for high school coverage. NMTV's wildly popular weekly sports-wrap program, Sports Den, premiered at the end of the month. The show highlights coaches, athletes, and plays and scores from the previous weeks' games. Also popular are the Coach & Captain segments that go in-depth to highlight specific teams, featuring interviews with their captains and coaches.



We try to get all of our teams covered, but depend on team interest, cooperation, and scheduling. Nine episodes were produced in August

## City Productions

Municipal Producer, Trevor Scholl, completed five projects in August and started or continued work on several more. He contacted and met with City officials and department contacts regarding additional programming possibilities. He also spent a great deal of time covering events for the Lino Lakes Blue Heron Days celebration. Projects that were completed in August include:

- Fetes Des Lacs Celebration
- Blue Heron Days
- Blaine Promo
- Lino Lakes Promo
- Spring Lake Park Promo
- Shot drone footage for Blaine promo
- Toured Lino Lakes Correctional Facility, developed program concept, and arranged shoot dates with Warden
- Provided a variety of new photos to Lexington for their website

Future projects being organized or completed include:

- Lino Lakes HeartSafe and the Public Safety Open House
- Centerville Fall Mayor's Minutes
- Developing Community Corner program to be hosted by City Administrators for those Cities with Mayor's unable to participate in Mayor's Minutes programs
- Circle Pines Promo
- Blaine Mayor's Minutes
- New Blaine City promo
- Lexington Fall Fest
- Lino Lakes corrections facility piece
- Contacted Jim Fischer re Lexington public works project
- Northstar Water Media Society Art Show at Blaine City Hall
- Contacted Wayne Wegener re Lino Lakes police project ideas
- Animal Humane Society children's programs project
- Business profiles
- Fire station recruitment needs for each department
- Explorers programs
- City comprehensive plan coverage

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**

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- Reschedule Alpha walkthrough to nail down starting and end date for installation.
- Met with Roark Haver and Alpha Video Engineer for a walkthrough at Blaine City Hall. Answered questions Alpha Video had and made plans regarding the audio & video system set-up. Advised Roark to renumber cameras to make a bit more sense for the operator.
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### **Circle Pines**

- Emailed Patrick regarding HD upgrade and DVD burner issues. Asked when Circle Pines would like to start working on the HD upgrade. He said this fall. Followed up to see how the DVD burner is functioning.

- Patrick responded to email stating that Circle Pines does not want a new DVD recorder and will keep a file on hard drive until the new HD system is built.
- Patrick responds to question. Reports that City is still doing VHS recording in case system fails. He will come to collect copy for his hard drive.

#### **Ham Lake**

- Ham Lake staff requested that Matt contact Alpha for HD upgrade proposal. Talked with Alpha regarding Ham Lake HD upgrade. Will do comparison between Alpha, Z System and iSpace proposals. A project manager has been assigned by Alpha. They will contact Denise to set up meeting.
- Talked with Z Systems regarding Ham Lake system. Considered various options for podium A/V systems and ease of use.
- Camera 1 not controllable. Switcher couldn't find the camera. Found a setting on the switcher that said "Find Camera". Tried it, and it found the camera. Issue resolved.
- Got a call from Denise regarding microphone decision for system. Met with Alpha engineer assigned to project.
- Z Systems sent a proposal to Denise. It outlines a UPS for back-up power and surge protection at Matt's request. It also includes new council chambers monitor functionality and a digital signage player for animated logo for in between chamber meetings.
- Tried to set up meeting with Alpha to meet at Ham Lake. Alpha wants to see the council and control room before sending a proposal. Alpha hasn't gotten back to Matt yet. Trying for Wednesday, August 23rd at 1:00 p.m.
- Emailed Emily Polansky at MSpace about Ham Lake proposal. Per Denise's request Matt made sure Emily has all the newest information on what Ham Lake will need for their HD upgrade. Emily is working on sending a new proposal.

#### **Lexington**

- No equipment assistance requested or required.

#### **Lino Lakes**

- Supplied requested info to Alpha regarding HD build. Alpha sent Jeff Karlson and Matt a long list of questions regarding the HD RFP. Had to make inquiries regarding some of the more technical audio details.
- Alpha would like to make changes to Lino plan. Matt told them to stick to the plans provided by Z Systems so we can compare apples to apples. Alpha was too busy last year to get this done in a timely manner for Lino Lakes so Z Systems made the design. Matt answered all the questions Alpha had and sent the drawings and cc'd Jeff Karlson on the email.
- Answered Z Systems questions regarding the Lino Lakes bid.
- Received Lino Lakes bid from Z Systems. The final bid was \$50,000 less than the first proposal.
- Received bids from Alpha Video.
- Reviewed the bids for Lino Lakes from Alpha Video and Z Systems. Created a comparison spreadsheet Alpha Video beat out Z Systems by about \$18,000 on the final bids, mostly labor and materials. The final price will be under \$100k.

#### **Spring Lake Park**

- Emailed Wanda about Sony camera and firmware upgrade. Matt informed Wanda he is still working with Alpha about getting someone out there to check on the camera and upgrade the firmware.
- Emailed Alpha to remind them that Spring Lake Park's Broadcast Pix system needs a firmware upgrade and they also have a bad Sony camera.
- Met with Wanda and Alpha regarding camera issue. Matt went through all the tests he had done on the camera. While the Broadcast Pix switcher is acting up a little, the problem was isolated to the camera. The camera inputs are doing a lot of color shifting. Alpha is looking into whether the camera can be repaired.
- Responded to Wanda's inquiry regarding her return monitor. An Alpha engineer had changed a few settings.
- Contacted Wanda concerning the Makito X install. She connected Matt with the Cities IT person. They are making sure that there is an IP address for the Makito install and that there is a jack to connect to in the video control room. Firewall concerns were also discussed.
- Responded to Wanda's questions regarding AJA hard drive drop offs for HD playback on the system after the Makito install. The meetings will still need to be recorded on the AJA for redundancy, but the hard drives don't need to be dropped off, unless there is a recording issue at the NMTV head-end.
- Ordered an HDMI to HD-SDI AJA convertor & 2X1 router to convert and route the Spring Lake Park signal.

- Received the network port & IP address for the Spring Lake Park Makito install.
- Got the Makito X decoders operating in master control. Set up IP addresses and multicast addresses.
- Arranged time to install Makito X.
- Experimented with blu-ray players for bump graphics after live feeds. Found blu-ray player not converting correctly has to do with a HDCP copyright protection embedded on the HDMI output of the player, since it is a consumer level electronic device. Will use digital signage players instead of blu-ray players.
- Tested audio transmission over the Makito X. Audio worked great. Ran into a problem with a Creston Scaler not working. The whole podium area didn't function. Worked up a quick fix for the Council meeting by displaying the map they needed to air as a .jpg graphic that wouldn't work through the document scanner. Wrote Alpha and email about the situation.
- Met Alpha at Spring Lake Park to work through issues. Found bad power supplies so re-installed some new ones and got most of the equipment up and running after digging through the system and changing a bunch of settings. The Crestron controller at the podium will not power up, probably a power surge. Alpha too that to work on. They are also still working on the bad camera. Got the HDTV tuner to work again...bad power supply. Met Comcast tech to replace the Comcast DTA box with a new one...the power supply was bad, and SLP got a new blue-tooth capable remote control.
- Ordered new file-based playback device. Got another HDMI-SDI & SDI-HDMI converter as a back-up spare.
- Installed the Brightsign digital file player at Spring Lake Park. Tested. Working great.
- Camera 4 has a bad video block according to Sony and will cost \$3,500 to fix. Matt suggests getting a new camera model with a larger sensor for dark applications instead of fixing the old one.

#### All Cities

- Verified with Alpha that there is a 120V - 20amp circuit available in master control for City Carousel systems.
- Matt contacted all Cities regarding upcoming Carousel install. All were informed that the Carousels will be integrated onto the city channels during the week after Labor Day. Also, that Matt will be stopping by each City to inspect & take notes and what will be needed to install a device to replace the SCLA systems and mentioned our plan of providing a continuous looping video that mirrors the look of their Carousel.
- Obtain a list of IP addresses for the 7 Carousel servers, 2 Makito X Decoders and 1 Ross OpenGear frame.
- Fixed return feed in master control from the Cities. Alpha Video took the router in master control down to install a new card during the upgrade. One of the cards failed to come back on during the rehook. Re-seated the card and it fired up and the signals were restored.
- Contacted Tightrope to work through some Carousel issues. Having trouble playing video. Got new version of software, installed in each unit, and video plays fine.
- Approved sign-off on the Carousel and Makito project.
- Hooked up multi-view monitor at front desk of NMTV for easy staff monitoring of City channels.

## City Channel 16 Playback Stats

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City	Number of Times Programs Played	Hours Programmed on Channel
Blaine	535	256:03:00
Centerville	90	66:28:30
Circle Pines	166	71:38:28
Ham Lake	64	32:43:48
Lexington	115	95:15:42
Lino Lakes	128	73:10:12
Spring Lake Park	178	140:25:08
<b>Totals:</b>	<b>1,276 Program Playbacks</b>	<b>735:44:48 Hours of Video Programming on Channels</b>

## Programs Produced by the Public

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Title	Producer	Runtime
Every Movie Ever Made (2 episodes)	Lizzy Sigler, Gavin Van Trease, Eric Houston	01:02:16
The Super 8 Show	Video Club	00:29:49
Bad Movie Bros (2 episodes)	Video Club	01:17:20
Sloan Sez: Episode 2	Danika Peterson	00:20:50
Cornerstone Church (2 episodes)	Rick Bostrom	00:55:41
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	03:52:55
Monday Motivation With Bukola (4 episodes)	Bukola Oriola	03:21:18
Hope Church (3 episodes)	Cindy Hardy	02:11:02
Oak Park Moments (6 episodes)	Dave Turnidge	03:29:47
<b>31 New Programs</b>		<b>23:00:58 New Hours</b>

## Programs Produced by NMTV Staff

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Title	Producer	Runtime
Anoka County Board Meeting (8/8/17)	T.J. Tronson	00:41:35
NMTV News (4 episodes)	Danika Peterson/Ben Hayle	01:14:47
Wetland Sanctuary Opening	Danika Peterson/Ben Hayle	00:04:00
Invictus Brewing Breaks Ground	Danika Peterson/Ben Hayle	00:02:13
105th Avenue Ready for Upgrade	Danika Peterson/Ben Hayle	00:02:02
Night to Unite	Danika Peterson/Ben Hayle	00:03:12
Blue Heron Days	Trevor Scholl	00:04:46
Lino Lakes Promo	Trevor Scholl	00:00:40
Ham Lake Promo	Trevor Scholl	00:01:03
Spring Lake Park Promo	Trevor Scholl	00:01:26
Fetes Des Lacs	Trevor Scholl	00:06:17
Lino Lakes Blue Heron Days Parade	Kenton Kipp	00:57:17
Girls Tennis: Centennial vs. Blaine	Kenton Kipp	01:53:58
Volleyball: Blaine vs. Spring Lake Park	Kenton Kipp	02:08:30
Sports Den Fall Premiere	Kenton Kipp	00:29:26
Sports Den	Kenton Kipp	00:29:30
Coach & Captains: Spring Lake Park Volleyball	Kenton Kipp	00:04:24
Coach & Captains: Centennial Swimming	Kenton Kipp	00:03:06
Coach & Captains: Centennial Cross Country	Kenton Kipp	00:03:53
Coach & Captains: Blaine Swimming	Kenton Kipp	00:03:55
Coach & Captains: Blaine Boys Soccer	Kenton Kipp	00:04:28
Coach & Captains: Centennial Girls Soccer	Kenton Kipp	00:03:39
Coach & Captains: Blaine Football	Kenton Kipp	00:04:17
Coach & Captains: Blaine Girls Tennis	Kenton Kipp	00:03:04
Coach & Captains: Spring Lake Park Football	Kenton Kipp	00:03:22
<b>28 New Programs</b>		<b>08:54:00 New Hours</b>

## Programs Produced by City Staff

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Title	Producer	Runtime
Blaine City Council Meeting (8/3/17)	Blaine Staff	01:05:40
Blaine Planning Commission Meeting (8/8/17)	Blaine Staff	01:37:21
Blaine Traffic Commission Meeting (8/9/17)	Blaine Staff	01:36:11
Blaine City Council Meeting (8/17/17)	Blaine Staff	01:01:15
Blaine Park Board Meeting (8/22/17)	Blaine Staff	00:46:26
Centerville City Council Meeting (8/9/17)	Centerville Staff	01:21:04
Centerville City Council Meeting (8/23/17)	Centerville Staff	02:23:15
Circle Pines City Council Meeting (8/8/17)	Circle Pines Staff	00:59:15
Circle Pines Utility Commission Meeting (8/16/17)	Circle Pines Staff	00:09:31
Circle Pines City Council Meeting (8/22/17)	Circle Pines Staff	00:04:59
Ham Lake City Council Meeting (8/7/17)	Ham Lake Staff	00:42:22
Ham Lake Planning Commission Meeting (8/14/17)	Ham Lake Staff	00:40:41
Ham Lake City Council Meeting (8/21/17)	Ham Lake Staff	00:16:49
Lexington City Council Meeting (8/3/17)	Lexington Staff	01:30:35
Lexington City Council Meeting (8/17/17)	Lexington Staff	00:23:58
Lino Lakes Planning & Zoning Meeting (8/10/17)	Lino Lakes Staff	02:09:54
Lino Lakes City Council Meeting (8/12/17)	Lino Lakes Staff	01:34:01
Lino Lakes City Council Meeting (8/24/17)	Lino Lakes Staff	00:57:28
Lino Lakes Environmental Board Meeting (8/26/17)	Lino Lakes Staff	01:05:45
Spring Lake Park City Council Meeting (8/7/17)	Spring Lake Park Staff	00:59:37
Spring Lake Park Planning Commission Meeting (8/21/17)	Spring Lake Park Staff	00:53:23
Spring Lake Park City Council Meeting (8/28/17)	Spring Lake Park Staff	02:28:43
<b>22 New Programs</b>		<b>24:48:13 New Hours</b>

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

We, at the Osborne Apartments Bible Study  
under the auspices of *Emmanuel Christian Center*  
wish to thank & bless you,  
the *Spring Lake Park Police Department*  
with a small token of our appreciation for all  
you do to keep us and our city safe!

Thank you for your ~  
*Commit-mint ~ Encourage-mint ~ Invest-mint & Involve-mint*

May God bless you with Wisdom, Discernment and Safety  
as you endeavor to keep peace and unity in our city!

*Elaine Amson Shirley, Donna, Luba, Linea, Marie, Kathy, Elaine & Lisa*

*Donna*

*Marie*

*Shirley Vita*

*Lisa*

*Linea Lires*

*Luba*

*Led Blessings  
Kathy*

