



**CITY COUNCIL AGENDA
MONDAY, APRIL 17, 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 – April 3, 2017
 - B. Disbursements
 1. General Operations Disbursement Claim No. 17-05 \$273,202.46
 2. Liquor Fund Disbursement Claim No. 17-06 \$189,202.90
 - C. Statement of Fund Balance / Budget to Date – March 2017
 - D. Mayor's Proclamation – Building Safety Month – May 2017
 - E. Contractor's License
 - F. Correspondence
7. POLICE REPORT
8. PARKS AND RECREATION REPORT
9. NEW BUSINESS
 - A. Local Surface Water Management Plan Scope of Work
 - B. Approval of Contract with Office Team Temporary Agency for Part-time Police Receptionist Position
10. ENGINEER'S REPORT
11. ATTORNEY'S REPORT
12. REPORTS
 - A. Administrator Reports
 1. North Suburban Hospital District Asset Distribution
13. OTHER
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 April 3, 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 Wendling, Delfs, Goodboe-Bisschoff and Mayor Hansen

Members Absent: Councilmember Nelson

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

Visitors: Paddy Jones, Ham Lake
Olivia Alveshere, ABC Newspapers

3. Pledge of Allegiance

4. Additions or Corrections to Agenda

Administrator Buchholtz requested that a Right of Way Application – Xcel Energy be added to the agenda as Item 6F.

5. Discussion From The Floor - None

6. Consent Agenda:

Mayor Hansen reviewed the following Consent Agenda items:

- A. Approval of Minutes – March 20, 2017
- B. Right of Way Application – Comcast
- C. Approval of Temporary Liquor License for Spring Lake Park Lions Club for Tower Days
- D. Contractor's Licenses
- E. Correspondence
- F. Right of Way Application – Xcel Energy

Councilmember Goodboe-Bisschoff requested that the address noted on page two of the Council minutes from March 20, 2017 be corrected to 8490.

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

7. Public Works Report

Public Works Director Randall reported that the Public Works Department has been maintaining and trimming trees within the City; repairing stop signs and other signs; thatching the various City properties and installing the fountain at Conde Park. He reported that with the warmer weather the Department is ahead of schedule with its spring tasks. He reported that the Department has been working repairs and updates from a recent safety inspection that was completed at the various City buildings.

Mr. Randall reported that the department continues to replace nonworking water meters and radios. He stated that sewer clean out has started throughout the City.

8. Code Enforcement Report

Building Official Brainard reported that he attended the SBM Fire CRR meeting on March 2; the Civil Recon. Meeting with reserves on March 4; attended the City Council meetings on March 6 and 20; a Department Head meeting on March 7; a SBM Fire Policy Review on March 9; a North Suburban Code Officials meeting on March 14; Dominion pre-construction meeting on March 22; a Minnesota Building Permit Technician meeting on March 28; and the North Suburban Building Officials meeting on March 28.

Mr. Brainard stated that in March 2017, 13 building permits were issued compared to 15 in 2016. He reported that nine mechanical permits were issued in March 2017 compared to seven in 2016. He reported that four plumbing permits were issued in March 2017 compared to five in 2016 and one fire permit was issued compared to none in the month of March 2016. He reported that two zoning permits were issued compared to four in 2016.

Mr. Brainard reported that the March 2017 vacancy listing shows that there are 11 vacant/foreclosed residential properties currently posted and/or soon posted by the Code Enforcement Department, which is down four from last month. There are three vacant/foreclosed commercial property, which is up one from last month; and 11 residential properties currently occupied and ready for Sheriff Sale's redemption, which remains the same from last month. He reported that he did not post any abandoned and/or vacant property notices in month of March. He also reported that 36 Administrative Offense Tickets, and six violation notices were issued by the Code Enforcement Department. He noted that most of the Administrative Tickets were issued to rental violations for failure to register or inspect their rental property.

Mr. Brainard provided a handout on Disaster Response to inform property owners of what the building departments will do to help make damaged homes and businesses functional again.

9. New BusinessA. Authorize Purchase of Quint

Fire Chief Smith presented a quote for the purchase of the new Quint Fire Apparatus for the SBM Fire Department. He reported the quoted amount for the Quint is \$871,182.00 from Rosenbauer Firefighting Technology in Wyoming, Minnesota. He explained that the Quint has been designed specifically for the SBM Fire Department and will have a life expectancy of 17-20 years.

Councilmember Wendling inquired as to when the equipment would be delivered. Chief Smith stated that manufacturing time is approximately 12 – 13 months. He expects the equipment to be ready for delivery in spring of 2018.

Administrator Buchholtz reported that three vendors submitted cost estimates and all were part of the Houston Galveston Area Council Purchasing Cooperative which is similar to the state bid used for City fleet purchases. Chief Smith noted that 80% of cities purchase through the purchasing cooperative.

MOTION MADE BY MAYOR HANSEN TO APPROVE PURCHASE OF QUINT FIRE APPARATUS FROM ROSENBAUER FIREFIGHTING TECHNOLOGY IN THE AMOUNT OF \$871,182.00. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

B. Authorize Purchase and Equipment for Fire Chief's Vehicle

Fire Chief Smith reported that he is requesting the purchase of a new Fire Chief Vehicle as he is using his personal vehicle to respond to emergency calls and meetings.

Fire Chief Smith reported that to an effective part of the Spring Lake Park Blaine Mounds View Fire Department Fire Department's all hazards response, he feels it is essential that the majority of the Chief Officers drive a vehicle that is capable of an emergent response (lights and sirens) and be outfitted with an assortment of emergency medical, firefighting and incident command equipment. He stated that the duties as Chief often require him to travel through the Metro and often to locations in greater Minnesota. He stated that as a result, the new vehicle that he is requesting will be unmarked in a low profile when traveling.

Chief Smith explained that most of the department Chief's operate Chevy Tahoe's which works well for them however his duties and needed equipment do not require that size of a vehicle, but still require features found in a 4-wheel drive capable, SUV. He stated that he has chosen the Toyota 4Runner as the top contender in both function and reliability.

Chief Smith stated that SBMFD received quotes from three dealers in March of 2017 and has selected the quote from Maplewood Toyota as the winning bid. He provided the following information on the bids.

Maplewood Toyota, Maplewood, MN

- Model – 2017 Toyota 4Runner SR5
- Quoted price with options - \$36,858

Burnsville Toyota – Burnsville, MN

- Model – 2016 Toyota 4Runner Trail
- Quoted price with options - \$37,204

Luther Toyota, Golden Valley, MN

- Model – 2016 Toyota 4Runner Premium
- Quoted price with options - \$37,878

Maplewood Toyota – Maplewood, MN

- Model – 2016 Toyota 4Runner Trail
- Quoted price with options - \$37,930

Chief Smith noted that the vehicles are new, last year models or new 2017 models. He explained that the quoted vehicles are currently on the dealer lots and available to the public for purchase. He stated that as a result, the quoted vehicles might not be available due to being sold prior to Council approval and this would result in selection of the next highest quote for purchase.

Chief Smith reported that properly outfitting an emergency vehicle is critical to effective response and while the vehicle will not have department markings on the exterior, it will be fully capable of emergency response as well as being fully outfitted with emergency equipment including an AED. He stated that additional equipment that will need to be purchased includes:

Vehicle emergency lighting and siren, including labor

- Estimated maximum cost - \$6,000.00

Exterior accessories

- Estimated maximum cost - \$1,250.00

Command Cabinet and interior equipment and accessories

- Estimated maximum cost - \$3,500.00

Chief Smith stated that these costs are estimates and the exact quotes are still in progress. He noted that the estimated vehicle total with outfitting and equipment is \$48,680 (not to exceed budgeted amount).

Councilmember Delfs inquired as to what company will be outfitting the vehicle. Chief Smith stated that several companies will submit bids and the costs provided were only estimates.

Administrator Buchholtz reported that the equipment certificate is in the amount of \$49,000.

MOTION MADE BY MAYOR HANSEN TO APPROVE PURCHASE OF FIRE CHIEFS VEHICLE AND EQUIPMENT NOT TO EXCEED \$48,680.00. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

C. Approve Liquor Store Parking Lot Lease with Renaissance Fireworks Inc.

Administrator Buchholtz presented the proposed lease from Renaissance Fireworks to lease space at Central Park Liquor for their annual fireworks stand. He stated that the lease is the same as last year and the lease rate is \$2,000 plus 10% of all gross sales over \$20,000. He reported that the lessee is required to provide documentation of sales to the City, per the lease. He stated that last year's sales transactions did not exceed \$20,000, so the City received \$2,000.

Administrator Buchholtz stated that this has been a wonderful partnership and that Central Park Liquor location is one of their top locations in terms of sales. He noted that in addition, the store receives a bump in customer traffic and sales because of the stand.

Administrator Buchholtz reported that staff recommends approval of the lease. The stand will be open from June 23- July 5, 2017.

Councilmember Goodboe-Bisschoff inquired how long the fireworks stand has been at the liquor store location and if there have been any accidents. Administrator Buchholtz stated that the stand has been at the location for three years and there have no incidents. He noted that the stand only sells fireworks that are legal to sell in Minnesota.

Building Official Brainard stated that he will be requiring a fire permit, like in years past, and will be conducting a fire inspection with safety issues explored.

MOTION MADE BY MAYOR HANSEN TO APPROVE LIQUOR STORE PARKING LOT LEASE WITH RENAISSANCE FIREWORKS INC. FROM JUNE 23 – JULY 5, 2017. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

10. Engineer's Report

Engineer Gravel reported that the contracts for the Sanitary Sewer Lining Project and the Street Seal Coat Project have been sent out to the contractors for their signatures.

11. Attorney's Report

Attorney Thames reported that he has received the contracts that Engineer Gravel referred to and will have them completed by the end of the week.

12. Reports

A. Beyond the Yellow Ribbon Report

Councilmember Wendling provided a recap of the pork chop dinner on March 27, 2017. He stated that the Beyond the Yellow Ribbon chapter continues to work on adopting a local Army Reserve unit that is due to be deployed in the next few months.

Councilmember Goodboe-Bisschoff inquired if anyone can attend the dinners and visit the VFW at any time during the hours they are open.

Councilmember Wendling stated that the Beyond the Yellow Ribbon dinners are open to anyone and advertisement has been on social media outlets as well as noted in the Blaine/ Spring Lake Park Life newspaper.

13. Other

Councilmember Goodboe-Bisschoff reminded residents of the Tower Days celebration June 8 – 11, 2017. She provided a recap of the events. She reported that the Spring Lake Park Lions pancake breakfast will be held on April 30, 2017. She stated that she attended a conference sponsored by the League of Minnesota at the Capitol. She noted that it was very informative and new legislation that is occurring during the session was discussed.

A. Administrator Reports

Administrator Buchholtz reported that staff has been busy working on upcoming newsletter articles and the latest edition will be mailed to residents in late April. He noted that Goony Golf will be open temporarily from mid-April through mid-July for their last season.

Administrator Buchholtz reported that Bond Counsel is finishing up the TIF agreement for the Dominion project and that he expects the private activity sale of the bonds will take place in May.

14. Adjourn

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

The meeting was adjourned at 7:33 P.M.

Attest:

Cindy Hansen, Mayor

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

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

Date: March 2017
Page: 1
Claim Res.#17-05

| <u>VOUCHER</u> | <u>VENDOR</u> | <u>DESCRIPTION</u> | <u>AMOUNT</u> |
|----------------|--------------------------------|--------------------------------|---------------|
| 62351 | AMERICAN MESSAGING | MONTHLY SERVICES | 3.11 |
| 62352 | AT & T MOBILITY | MONTHLY SERVICES | 980.27 |
| 62353 | BARBARA GOODBOE-BISSCHOFF | MILEAGE REIMBURSEMENT | 70.73 |
| 62354 | BLAKE DRILLING CO., INC | DEWATERING SYSTEM INSTALLED | 3,178.00 |
| 62355 | LUANN BURGER | INSTRUCTOR FEES | 288.75 |
| 62356 | CARGILL, INC | DEICER SALT | 7,927.63 |
| 62357 | CENTERPOINT ENERGY | MONTHLY SERVICES | 1,610.46 |
| 62358 | CHAMPION YOUTH | INSTRUCTOR FEES | 1,203.37 |
| 62359 | CHARLENE K. GAFKJEN | INSTRUCTOR FEES | 69.00 |
| 62360 | COMPUTER EXPLORERS | INSTRUCTOR FEES | 1,188.00 |
| 62361 | COTTENS INC | SUPPLIES | 524.36 |
| 62362 | CURTIS CPR INSTRUCTION | INSTRUCTOR FEES | 514.00 |
| 62364 | ECM PUBLISHERS, INC. | PUBLISHING | 86.00 |
| 62365 | FLEXIBLE PIPE TOOL COMPANY | PARTS | 2,355.00 |
| 62366 | CITY OF FRIDLEY | REC DEC TRIPS | 807.06 |
| 62367 | FURNITURE WORX | COUNCIL CHAIRS | 6,100.80 |
| 62368 | G & K SERVICES | MATS | 89.39 |
| 62369 | GOPHER STATE ONE-CALL INC | FEB LOCATES | 28.35 |
| 62370 | H & L MESABI INC | CURB RUNNER | 688.00 |
| 62371 | J.P. COOKE CO. | DOG & PET LICENSE RECEIPT BOOK | 76.50 |
| 62372 | MANSFIELD OIL COMPANY | FUEL | 1,570.64 |
| 62373 | JILL MASON | INSTRUCTOR FEES | 25.00 |
| 62374 | MENARDS-CAPITAL ONE COMMERICAL | MONTHLY BILL | 146.67 |
| 62375 | MERANDA WACEK | REFUND CLASS | 27.00 |
| 62376 | METROPOLITAN COUNCIL | STRENGTH CHARGE | 125.46 |
| 62377 | MINNEAPOLIS SAW | BAR/CHAINS FOR CHAIN SAW OIL | 101.86 |
| 62378 | CITY OF MINNEAPOLIS | APS TRANS | 204.30 |
| 62379 | MUNICI-PALS | MEMBERSHIP DUES | 25.00 |
| 62380 | NYSTROM PUBLISHING CO | NEWSLETTER | 2,466.65 |
| 62381 | ROCKIN HOLLYWOODS | DEPOSIT TOWER DAYS | 1,250.00 |
| 62382 | SHRED-IT USA | SHREDDING SERVICES | 80.81 |
| 62383 | SLP FIRE DEPARTMENT | FIRE PROTECTION | 17,288.00 |
| 62384 | STANTEC | ENGINEERING FEES | 16,059.58 |
| 62385 | TASC | COBRA ADMIN FEES | 30.08 |
| 62386 | THE HOME DEPOT CREDIT SERVICES | MONTHLY BILL | 296.24 |
| 62387 | TROBEC BUS SERVICE INC | BUS SERVICES | 625.00 |
| 62388 | AFLAC | PAYROLL | 40.70 |
| 62389 | CENTRAL PENSION FUND | PAYROLL | 260.04 |
| 62390 | DEARBORN NATIONAL | PAYROLL | 437.32 |
| 62391 | DELTA DENTAL | PAYROLL | 1,528.15 |
| 62392 | FIDELITY SECURITY LIFE | PAYROLL | 31.35 |

CITY OF SPRING LAKE PARK
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Date: March 2017
Page: 2
Claim Res.#17-05

| <u>VOUCHER</u> | <u>VENDOR</u> | <u>DESCRIPTION</u> | <u>AMOUNT</u> |
|----------------|------------------------------------|------------------------|---------------|
| 62393 | HEALTH PARTNERS | PAYROLL | 10,398.96 |
| 62394 | L.E.L.S. | PAYROLL | 245.00 |
| 62395 | LOCAL 49 | PAYROLL | 102.00 |
| 62396 | NCPERS MINNESOTA-7750811 | PAYROLL | 56.00 |
| 62397 | PEGGY ANDERSON | REIMBURSEMENT AIRFAIRE | 806.00 |
| 62398 | ASPEN MILLS | UNIFORM | 69.98 |
| 62399 | RANDY BROWN | UNIFORM ALLOWANCE | 239.90 |
| 62400 | CARSON, CLELLAND & SCHREDER | LEGAL FEES | 7,851.27 |
| 62401 | CTW GROUP LLC | REFUND OVERPAYMENT | 48.18 |
| 62402 | DEFENSIVE EDGE TRAINING & CONSULTI | COURSE REGISTRATION | 395.00 |
| 62403 | DIGITAL-ALLY INC | SERVICES | 45.00 |
| 62404 | DODGE OF BURNSVILLE | AUTO REPAIR | 2,834.00 |
| 62405 | DONNA BUTLER | REFUND DAY TRIP | 5.00 |
| 62406 | EMERGENCY AUTOMOTIVE TECHNOLOG | AUTO SERVICES | 4,090.95 |
| 62407 | G & K SERVICES | MATS | 81.88 |
| 62408 | GLOCK PROFESSIONAL, INC | COURSE REGISTRATION | 500.00 |
| 62409 | INTEGRA TELECOM | PHONE SYSTEM UPDATE | 150.00 |
| 62410 | JANICE O'BRIEN | REFUND CLASS | 27.00 |
| 62411 | JOELLE LIPA | REFUND CLASS | 31.50 |
| 62412 | GARY KING | INSPECTION | 50.00 |
| 62413 | MARILYN HANSON | REFUND DAY TRIP | 5.00 |
| 62414 | MARNIE MACKEY | REFUND CLASS | 20.00 |
| 62416 | NANCY LAWRENCE | REFUND OVERPAYMENT | 42.66 |
| 62417 | NCPERS MINNESOTA-7750811 | REISSUED | 56.00 |
| 62418 | NETWORK ACCESS PRODUCTS INC | MONTHLY MONITORING | 125.00 |
| 62419 | OFFICE OF MN.IT SERVICES | MONTHLY CHARGES | 50.00 |
| 62420 | KAY OKEY | TRIP REIMBURSEMENT | 65.76 |
| 62421 | ON SITE SANITATION INC | PORTABLE RESTROOMS | 590.00 |
| 62422 | PARK AUTO BODY | AUTO REPAIR | 2,336.08 |
| 62423 | PERFECT 10 CAR WASH | AUTO SERVICES | 34.95 |
| 62424 | POLICEONE.COM | RE-CERTIFICATION | 225.00 |
| 62425 | QC DANCE | INSTRUCTOR FEES | 96.00 |
| 62426 | RILEY BUS SERVICE INC | BUS SERVICES | 2,650.00 |
| 62427 | RYAN SUNDEEN | REFUND CLASS | 12.50 |
| 62428 | SHERRI WAISANEN | REFUND CLASS | 68.00 |
| 62429 | TASER INTERNATIONAL | DATA SERVICES | 13,080.96 |
| 62430 | KENNETH A. TOLZMANN, SAMA | ASSESSMENT SERVICES | 8,724.00 |
| 62431 | TWIN CITIES BMEU WEST | POSTAGE | 700.00 |
| 62432 | WASTE MANAGEMENT OF WI-MN | MONTHLY SERVICES | 7,023.38 |
| 62433 | XCEL ENERGY | PAYROLL | 51.51 |
| 62434 | AFLAC | PAYROLL | 40.70 |

CITY OF SPRING LAKE PARK
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Page: 3
Claim Res.#17-05

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|----------------|---|-------------------------------|---------------|
| 62435 | CENTRAL PENSION FUND | PAYROLL | 260.04 |
| 62436 | DEARBORN NATIONAL | PAYROLL | 460.82 |
| 62437 | DELTA DENTAL | PAYROLL | 1,528.15 |
| 62438 | DELTA DENTAL | PAYROLL | 309.30 |
| 62439 | FIDELITY SECURITY LIFE | PAYROLL | 31.35 |
| 62440 | HEALTH PARTNERS | PAYROLL | 10,398.96 |
| 62441 | L.E.L.S. | PAYROLL | 245.00 |
| 62442 | LOCAL 49 | PAYROLL | 102.00 |
| 62443 | NCPERS MINNESOTA-7750811 | PAYROLL | 56.00 |
| 62444 | AID ELECTRIC SERVICE, INC | SERVICES | 16,885.72 |
| 62445 | AMANDA JACKSON | REIMBURSEMENT EASTER EGG HUNT | 390.00 |
| 62446 | AMERICAN LEGAL | MN CODE OF ORDINANCES | 1,330.70 |
| 62447 | PEGGY ANDERSON | REIMBURSEMENT AIRFAIRE | 0.80 |
| 62448 | ANOKA COUNTY | REGISTRATION FEE | 39.00 |
| 62449 | AUTOMATIC SYSTEMS CO | SERVICES | 206.50 |
| 62450 | BETH INGBERG | REFUN CLASS | 30.00 |
| 62451 | CENTERPOINT ENERGY | MONTHLY UTILITIES | 1,471.08 |
| 62452 | CHARLENE K. GAFKJEN | INSTRUCTOR FEES | 224.00 |
| 62453 | CLARRISSA ERICKSON | STEP ON GUIDE TRIP | 90.00 |
| 62454 | COMCAST | MONTHLY SERVICES | 105.92 |
| 62455 | CONNEXUS ENERGY | MONTHLY UTILITIES | 422.78 |
| 62456 | COORDINATED BUSINESS SYSTEMS LTD | MAINTENACE CONTRACT | 1,063.56 |
| 62457 | COTTENS INC | AUTO PARTS | 75.99 |
| 62458 | DOUG'S POWER EQUIPMENT | PARTS | 104.83 |
| 62459 | Eckberg Lammers Briggs Wolff & Vierling | LEGAL FEES | 9,590.00 |
| 62460 | FLEETPRIDE | PARTS | 130.82 |
| 62461 | G & N ENTERPRISES | SUPPLIES | 323.50 |
| 62462 | GREEN LIGHTS RECYCLING INC | RECYCLING EVENT | 177.14 |
| 62463 | GUNTIS DOMBROVSKIS | INSTRUCTOR FEES | 150.00 |
| 62464 | HAWKINS WATER TREATMENT | SUPPLIES | 5,157.61 |
| 62465 | HEATHER PARLIK | REFUND EXTENDED TOUR | 300.00 |
| 62466 | HEIDI OSWALD | REFUND CLASS | 30.00 |
| 62467 | HYDRO KLEAN | SERVICES | 5,867.50 |
| 62468 | INNOVATIVE OFFICE SOLUTIONS LLC | SUPPLIES | 102.44 |
| 62469 | INSTRUMENTAL RESEARCH INC | WATER TESTING | 72.00 |
| 62470 | JEANNE VIDLUND | REFUND DAY TRIP | 67.00 |
| 62471 | JOANN SWANSON | REFUND EXTENDED TOUR | 300.00 |
| 62472 | JULIE DUPONT | REFUND CLASS | 22.00 |
| 62473 | KAREN HANSON | REFUND DAY TRIP | 67.00 |
| 62474 | MANSFIELD OIL COMPANY | FUEL | 760.75 |
| 62475 | MARCH SCHWEITZER | EXTENDED TOUR FEES | 112.50 |

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Date: March 2017
Page: 4
Claim Res.#17-05

| <u>VOUCHER</u> | <u>VENDOR</u> | <u>DESCRIPTION</u> | <u>AMOUNT</u> |
|----------------|----------------------------------|------------------------------|---------------|
| 62476 | MARY HENDERSON | REFUND EXTENDED TOUR | 100.00 |
| 62477 | MARY HENDERSON | REFUND EXTENDED TOUR | 300.00 |
| 62478 | JILL MASON | INSTRUCTOR FEES | 99.00 |
| 62479 | MELANIE EPP | REFUND CLASS | 27.00 |
| 62480 | MENARDS-CAPITAL ONE COMMERICAL | MONTHLY BILL | 127.83 |
| 62481 | METROPOLITAN COUNCIL | WASTE WATER SERVICES | 41,594.02 |
| 62482 | MINNESOTA SAFETY COUNCIL | INSTRUCTOR FEES | 648.00 |
| 62483 | PATRICIA DANKERT | REFUND CLASS | 5.00 |
| 62484 | RICHFIELD BUS CO | BUS SERVICES | 505.00 |
| 62485 | ROBERT BROWER | REFUND EXTENDED TOUR | 300.00 |
| 62486 | S&P GLOBAL RATINGS | ANALYTICAL SERVICES | 9,500.00 |
| 62487 | SANDY OTT | REFUND EXTENDED TOUR | 300.00 |
| 62488 | SPRING LAKE PARK HIGH SCHOOL | CLASS FEES | 300.00 |
| 62489 | TOLL GAS & WELDING SUPPLY | PARTS | 134.14 |
| 62490 | WARGO NATURE CENTER | CLASS FEES | 100.00 |
| 62491 | XCEL ENERGY | MONTHLY UTILITIES | 10,421.61 |
| 62492 | ASPEN MILLS | UNIFORM ALLOWANCE | 1,335.91 |
| 62493 | AMERICAN LEGAL | LEGAL FEES | 158.00 |
| 62494 | ASPEN MILLS | UNIFORM ALLOWANCE | 190.50 |
| 62495 | BATTERIES PLUS BULBS | BATTERIES | 104.19 |
| 62496 | CAROL WROBLEWSKI | REFUND CLASS | 100.00 |
| 62497 | COMMERS PRINTING INC | BUSINESS CARDS | 99.60 |
| 62498 | COON RAPIDS CHRYSLER | AUTO SERVICES | 52.42 |
| 62499 | COORDINATED BUSINESS SYSTEMS LTD | MAINTENACE CONTRACT | 536.29 |
| 62500 | COTTENS INC | BULBS | 113.64 |
| 62501 | DAY TRIPPERS THEATER | DAY TRIP FEES | 1,123.75 |
| 62502 | G & K SERVICES | MATS | 81.88 |
| 62503 | Lee Ann Landstrom | INSTRUCTOR FEES | 65.00 |
| 62504 | MANSFIELD OIL COMPANY | FUEL | 924.89 |
| 62507 | MODERN HEATING | REPAIR | 362.50 |
| 62508 | NORTH COUNTRY FORD | AUTO SERVICES | 19.95 |
| 62510 | OPG-3, INC. | MAINTENACE AGREEMENT | 2,114.00 |
| 62511 | PARTSMASTER | SUPPLIES | 264.50 |
| 62512 | CITY OF SLP - PETTY CASH | PETTY CASH REIMBURSEMENT | 188.82 |
| 62513 | REX BROWN | REFUND CLASS | 100.00 |
| 62514 | TWIN CITIES BMEU WEST | POSTAGE | 2,074.51 |
| 62515 | U.S.T.I. | REGISTRATION FEE | 300.00 |
| 62516 | WALTERS RECYCLING REFUSE SERV | WASTE WATER SERVICES | 272.00 |
| 62517 | METRO CITIES | MEMBERSHIP DUES | 1,072.00 |
| 62518 | NORTHLAND TRUST SERVICES, INC. | ISSUANCE OF BONDS/AGENT FEES | 3,525.00 |
| 62519 | SAMANTHA MONSEBROTEN | REFUND CLASS | 65.00 |

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

Date: March 2017
Page: 5
Claim Res.#17-05

VOUCHER VENDOR

DESCRIPTION

AMOUNT

TOTAL DISBURSEMENTS

273,202.46

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: MARCH 2017
PAGE 1 OF 3
CLAIMS RES: 17-06

FUND: LIQUOR OPERATIONS

| <u>VOUCHER VENDOR</u> | <u>EXPLANATION</u> | <u>AMOUNT</u> |
|--|--------------------------------------|---------------|
| 29699 DEARBORN NATIONAL | PAYROLL 2/19/17-3/4/17 | \$ 31.25 |
| 29700 DELTA DENTAL | PAYROLL 2/19/17-3/4/17 | \$ 130.86 |
| 29701 FIDELITY SECURITY LIFE | PAYROLL 2/19/17-3/4/17 | \$ 3.29 |
| 29702 HEALTH PARTNERS | PAYROLL 2/19/17-3/4/17 | \$ 545.56 |
| 29703 MN TEAMSTER | PAYROLL 2/12/17-2/25/17 | \$ 60.50 |
| 29704 AMERICAN BOTTLING COMPANY | JUICE/MIX/POP PURCHASE | \$ 124.10 |
| 29705 AT & T MOBILITY | VOID | \$ - |
| 29706 BELLBOY CORPORATION | LIQUOR PURCHASE | \$ 835.22 |
| 29707 BREAKTHRU BEVERAGE MN | BEER PURCHASE | \$ 2,438.20 |
| 29708 CAPITOL BEVERAGE SALES | BEER PURCHASE | \$ 7,849.38 |
| 29709 CENTER POINT ENERGY | GAS UTILITIES | \$ 367.69 |
| 29710 DAHLHEIMER BEVERAGE LLC | BEER PURCHASE | \$ 772.80 |
| 29711 GREAT LAKES COCA COLA DISTRIBUTION | CREDIT - JUICE/MIX/POP PURCHASE | \$ 399.72 |
| 29712 HOHENSTEINS INC | BEER PURCHASE | \$ 396.07 |
| 29713 JJ TAYLOR COMPANIES | CREDIT - BEER PURCHASE | \$ 1,921.60 |
| 29714 JOHNSON BROTHERS LIQUOR CO | LIQUOR - WINE PURCHASE | \$ 5,463.04 |
| 29715 PHILLIPS WINE & SPIRITS CO | BEER - WINE PURCHASE | \$ 355.00 |
| 29716 PLAYNETWORK | MEDIA SUBSCRIPTION | \$ 128.04 |
| 29717 SAASTAMOINEN, LAURA | MILEAGE REIMBURSEMENT | \$ 63.67 |
| 29718 SAM'S CLUB | CREDIT CARD PAYMENT | \$ 345.52 |
| 29719 SOUTHERN GLAZER'S OF MN | LIQUOR PURCHASE | \$ 7,211.37 |
| 29720 WATSON COMPANY | CIGARS - CIGARETTES - JUICE/MIX/POP | \$ 3,585.64 |
| 29721 Z WINES USA LLC | WINE PURCHASE | \$ 486.00 |
| 29722 DEARBORN NATIONAL | PAYROLL 3/5/17-3/18/17 | \$ 31.25 |
| 29723 DELTA DENTAL | PAYROLL 3/5/17-3/18/17 | \$ 130.86 |
| 29724 FIDELITY SECURITY LIFE | PAYROLL 3/5/17-3/18/17 | \$ 3.29 |
| 29725 HEALTH PARTNERS | PAYROLL 3/5/17-3/18/17 | \$ 545.56 |
| 29726 MN TEAMSTER | PAYROLL 2/26/17-3/11/17 | \$ 55.00 |
| 29727 BELLBOY CORPORATION | LIQUOR PURCHASE | \$ 555.05 |
| 29728 BERNICK'S WINE | BEER PURCHASE | \$ 231.67 |
| 29729 BREAKTHRU BEVERAGE MN | BEER - LIQUOR - WINE PURCHASE | \$ 19,608.09 |
| 29730 CAPITOL BEVERAGE SALES | BEER - JUICE/MIX/POP PURCHASE | \$ 6,041.20 |
| 29731 CHNKASKA CREEK | WINE PURCHASE | \$ 117.60 |
| 29732 CITY OF SPRING LAKE PARK | REIMBURSEMENT | \$ 121.60 |
| 29733 CITYWIDE WINDOW SERVICE | CONTRACTUAL SERVICES | \$ 31.00 |
| 29734 CRYSTAL SPRINGS ICE | ICE PURCHASE | \$ 41.80 |
| 29735 CULLIGAN | BOTTLED WATER | \$ 38.80 |
| 29736 DAHLHEIMER BEVERAGE LLC | BEER PURCHASE | \$ 308.80 |
| 29737 HOHENSTEINS INC | BEER PURCHASE | \$ 196.50 |
| 29738 JJ TAYLOR COMPANIES | BEER PURCHASE | \$ 7,996.37 |
| 29739 JOHNSON BROTHERS LIQUOR CO | CREDIT - LIQUOR - WINE JUICE/MIX/POP | \$ 5,505.46 |
| 29740 NEW FRANCE WINE | WINE PURCHASE | \$ 527.50 |
| 29741 PAUSTIS & SON'S | WINE PURCHASE | \$ 351.25 |
| 29742 PHILLIPS WINE & SPIRITS CO | LIQUOR - WINE PURCHASE | \$ 2,692.95 |
| 29743 PLAYNETWORK | MEDIA SERVICES | \$ 32.01 |

FUND: LIQUOR OPERATIONS

| <u>VOUCHER</u> <u>VENDOR</u> | <u>EXPLANATION</u> | <u>AMOUNT</u> |
|--------------------------------------|--------------------------------------|----------------------|
| 29744 PLUNKETT'S INC | PEST CONTROL | \$ 29.58 |
| 29745 POPP.COM | TELEPHONE SERVICE | \$ 199.24 |
| 29746 RED BULL DISTRIBUTION COMPANY | JUICE/MIX/POP PURCHASE | \$ 49.00 |
| 29747 SOUTHERN GLAZER'S OF MN | LIQUOR - WINE PURCHASE | \$ 8,987.52 |
| 29748 TRIO SUPPLY COMPANY | OPERATING SUPPLIES | \$ 361.54 |
| 29749 WINE MERCHANTS | WINE PURCHASE | \$ 660.00 |
| 29750 Z WINES USA LLC | WINE PURCHASE | \$ 299.50 |
| 29751 ARTISAN BEER COMPANY | BEER PURCHASE | \$ 93.70 |
| 29752 BELLBOY CORPORATION | LIQUOR PURCHASE | \$ 915.50 |
| 29753 BREAKTHRU BEVERAGE MN | BEER - LIQUOR PURCHASE | \$ 3,868.68 |
| 29754 CAPITOL BEVERAGE SALES | BEER PURCHASE | \$ 3,889.85 |
| 29755 CRYSTAL SPRINGS ICE | ICE PURCHASE | \$ 34.20 |
| 29756 DAHLHEIMER BEVERAGE LLC | BEER PURCHASE | \$ 227.50 |
| 29757 FUENTE & NEWMAN | CIGAR PURCHASE | \$ 159.30 |
| 29758 G & K SERVICES | RUG SERVICE | \$ 72.61 |
| 29759 HOHENSTEINS INC | BEER PURCHASE | \$ 190.50 |
| 29760 JJ TAYLOR COMPANIES | BEER PURCHASE | \$ 4,356.30 |
| 29761 JOHNSON BROTHERS LIQUOR CO | CREDIT - LIQUOR - WINE PURCHASE | \$ 4,295.25 |
| 29762 PHILLIPS WINE & SPIRITS CO | LIQUOR - WINE PURCHASE | \$ 2,009.50 |
| 29763 RED BULL DISTRIBUTION COMPANY | JUICE/MIX/POP PURCHASE | \$ 81.50 |
| 29764 SOUTHERN GLAZER'S OF MN | LIQUOR PURCHASE | \$ 4,302.19 |
| 29765 WINE MERCHANTS | WINE PURCHASE | \$ 615.00 |
| 29776 AMERICNA BOTTLING COMPANY | JUICE/MIX/POP PURCHASE | \$ 127.00 |
| 29777 BELLBOY CORPORATION | JUICE/MIX/POP - LIQUOR PURCHASE | \$ 448.92 |
| 29778 BERNICK'S WINE | BEER PURCHASE | \$ 538.45 |
| 29779 BREAKTHRU BEVERAGE MINNESOTA | CREDIT - BEER PURCHASE | \$ 2,098.95 |
| 29780 CAPITOL BEVERAGE SALES | BEER PURCHASE | \$ 2,199.40 |
| 29781 CNH ARCHITECTS | CONTRACTUAL SERVICES | \$ 3,079.48 |
| 29782 DAHLHEIMER BEVERAGE LLC | BEER PURCHASE | \$ 1,027.20 |
| 29783 HOHENSTEINS INC | BEER PURCHASE | \$ 450.50 |
| 29784 JJ TAYLOR COMPANIES | BEER PURCHASE | \$ 3,554.89 |
| 29785 TAPES PLUS ADVERTISING | ADVERTISING | \$ 225.00 |
| 29786 VALPAK OF MINNEAPOLIS/ST. PAUL | ADVERTISING | \$ 639.00 |
| 29787 VARNER TRANSPORTATION | FREIGHT | \$ 710.70 |
| 29788 WATSON COMPANY | CREDIT - CIGARETTE - CIGARS PURCHASE | \$ 4,055.27 |
| | JUICE/MIX/POP PURCHASE | |
| 29789 WINE COMPANY | WINE PURCHASE | \$ 736.50 |
| E-CHECKS | | \$ 12,046.62 |
| TRANSFER TO PAYROLL | PAYROLL (3/03/17) | 9,787.07 |
| TRANSFER TO PAYROLL | PAYROLL (3/17/17) | 9,803.42 |
| TRANSFER TO PAYROLL | PAYROLL (3/31/17) | 10,308.99 |
| | SALES TAX (Feb.) | 12,736.00 |
| | OTP Tax (Feb.) | 253.45 |
| | TOTAL DISBURSEMENTS | \$ 189,202.90 |

DATE: MARCH 2017
PAGE 3 OF 3
CLAIM RES: 17-06

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

Item 6C - Statement of Fund Balance and Budget to Date – March 2017

(Will be distributed at the Council Meeting)



**MAYOR'S PROCLAMATION
BUILDING SAFETY MONTH
MAY 2017**

WHEREAS, the City of Spring Lake Park is committed to recognizing our growth and strength depends on the safety and economic value of the homes, buildings and infrastructure that serve our citizens, both in everyday life and in times of natural disaster, and;

WHEREAS, our confidence in the structural integrity of these buildings that make up our community is achieved through the devotion of vigilant guardians—building safety and fire prevention officials, architects, engineers, builders, tradespeople, design professionals, laborers and others in the construction industry—who work year-round to ensure the safe construction of buildings, and;

WHEREAS, these guardians are dedicated members of the International Code Council, a U.S. based organization, that brings together local, state and federal officials that are experts in the built environment to create and implement the highest-quality codes to protect us in the buildings where we live, learn, work, worship, play, and;

WHEREAS, our nation benefits economically and technologically from using the International Codes® that are developed by a national, voluntary consensus codes and standards developing organization, our government is able to avoid the high cost and complexity of developing and maintaining these codes, which are the most widely adopted building safety and fire prevention codes in the nation; these modern building codes include safeguards to protect the public from natural disasters such as hurricanes, snowstorms, tornadoes, wildland fires, floods and earthquake; and;

WHEREAS, Building Safety Month is sponsored by the International Code Council to remind the public about the critical role of our communities' largely unknown guardians of public safety—our local code officials—who assure us of safe, efficient and livable buildings that are essential to keep America great, encourages appropriate steps everyone can take to ensure that the places where we live, learn, work, worship and play are safe, and recognizes that countless lives have been saved due to the implementation of safety codes by local and state agencies, and,

WHEREAS, each year, in observance of Building Safety Month, Americans are asked to consider the commitment to improve building safety and economic investment at home and in the community, and to acknowledge the essential service provided to all of us by local and state building departments, fire prevention bureaus and federal agencies in protecting lives and property

NOW, THEREFORE, I, Cindy Hansen, Mayor, of the City of Spring Lake Park, do hereby proclaim the month of May 2017 as Building Safety Month. Accordingly, I encourage our citizens to join with their communities in participation in Building Safety Month activities.

Dated this seventeenth day of April, two thousand seventeen.

Cindy Hansen, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator



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

Contractor's Licenses

April 17, 2017

Blacktopping Contractor

C & S Blacktopping, Inc.

General Contractor

Classic Construction

Holmlund Masonary

Mechanical Contractor

Assured Heating, A/C Refrigeration

CenterPoint Energy

Corporate Mechanical

Deans Professional, Inc.

DNA Heating & Cooling

Gartner Refrigeration and Manufacturing, Inc.

McDowall Company

MSP Plumbing, Heating and Air

MN Plumbing & Appliance, Inc.

Mobile Maintenance, Inc.

Northern One Hour

Riccar Heating & Air

River City Sheet Metal, Inc.

Standard Heating & Air Conditioning, Inc.

Strandlund Refrigeration Heating, LLC

Team Mechanical, Inc.

Woody's Heating

Plumbing Contractor

Century Plumbing, Inc.

Corporate Mechanical

Croix Crystal Water Treatment

Dean's Professional, Inc.

Growth Sewer & Water, LLC

Jerry's Plumbing, Inc.

Metro Testing, LLC.

MN Plumbing & Appliance, Inc.

River City Sheet Metal, Inc.

Thein Well Co., Inc.

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

Contractor's Licenses

April 17, 2017

Roofing Contractor

JBE, Inc. dba Milton Johnson Roofing

Sewer & Water Contractor

Growth Sewer & Water, LLC

Sign Contractor

Arrow Fence & Sign

Tree Contractor

Central MN Tree Service

Gosiak Tree Service, LLC

Tree Cuts Plus



Police Report

March 2017

Submitted for Council Meeting April 17, 2017

The Spring Lake Park Police Department responded to five hundred and five calls for service for the month of March 2017. This is compared to responding to three hundred and seventy-one calls for service in March of 2016.

Now that spring is arriving, the police department would like to remind our residents and those visiting our community to watch while driving for increased pedestrian traffic, bicycle traffic and motorcycle traffic. Everyone will be out enjoying the warm weather in their own fashion and increased awareness will go a long way in keeping everyone safe as they are enjoying what they like to do.

Investigator Baker reports handling a case load of seventy-three cases for the month of March 2017. Sixty-two of these cases are felony in nature, four of these cases are gross misdemeanor in nature and seven of these cases are misdemeanor in nature. Investigator Baker also continues to monitor six active forfeiture cases as well. For further details see Investigator Baker's attached report.

Officer Chlebeck our School Resource Officer reports handling thirteen calls for service for the month of March 2017. Officer Chlebeck also notes having twenty-four student contacts, three escorts and eight follow up investigations in to school related incidents. Officer Chlebeck indicated that although there was only sixteen days of school for the month of March due to "Spring Break", he gave three presentations to the 12th grade classes on "Amendments to the Constitution and how it pertains to Law Enforcement. He also gave two presentations to the 10th grade classes on the topic of "Illegal Drugs" and Law Enforcements role. Officer Chlebeck also attended a presentation for the 10th grade class on the "Holocaust". For further details see Officer Chlebeck'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 month of March has been a busy month for myself as well. Besides handling the day to day operations of the police department, I continue to attend numerous meetings and trainings on a daily basis throughout the month including our Council Meetings, representing the City of Spring Lake Park and the Police Department.

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

Are there any questions?



Investigator
Brad Baker

Spring Lake Park Police Department

Investigations Monthly Report

March 2017

Total Case Load

Case Load by Level of Offense: 73

| | |
|--------------------------|-----------|
| Felony | 62 |
| Gross Misdemeanor | 4 |
| Misdemeanor | 7 |

Case Dispositions:

| | |
|---------------------------------|-----------|
| County Attorney | 3 |
| Juvenile County Attorney | 0 |
| City Attorney | 1 |
| Forward to Other Agency | 2 |
| SLP Liaison | 0 |
| Carried Over | 52 |
| Unfounded | 0 |
| Exceptionally Cleared | 13 |
| Closed/Inactive | 2 |

Forfeitures:

| | |
|---------------------------|----------|
| Active Forfeitures | 6 |
| Forfeitures Closed | 0 |

Spring Lake Park Police / School Resource Officer Report

March 2017

| Incidents by School Location | Reports (ICRs) | Student Contacts* | Escorts/Other | Follow Up Inv. |
|---|----------------|-------------------|---------------|----------------|
| Spring Lake Park High School | 13 | 24 | 2 | 8 |
| Discovery Days (pre-school) | | | | |
| Lighthouse School | | | | |
| Park Terrace Elementary School | | | 1 | |
| District Office | | | | |
| Able and Terrace Parks (School Related) | | | | |
| School Related | | | | |
| Miscellaneous Locations | | | | |
| Totals: | 13 | 24 | 3 | 8 |

| Breakdown of Reports (ICRs) | |
|---|---|
| Theft reports (cellphones, iPods, bikes, etc...) | 1 |
| Students charged with Assault or Disorderly Conduct | 1 |
| Students charged with other crimes | 2 |
| Non-students Charged | |
| Warrant Arrests | |
| Miscellaneous reports | 9 |



Stantec Consulting Services Inc.
2335 Highway 36 West, St. Paul MN 55113-3819

April 7, 2017

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

Reference: City of Spring Lake Park Local Surface Water Management Plan Update

Dear Dan,

As requested, we have prepared an outline of the scope of services necessary to update the Local Surface Water Management Plan (LSWMP) in accordance with the current regulatory requirements. We have prepared this scope with two options for you to consider: Option 1 will meet the minimum requirements to update the LSWMP. Option 2 includes the minimum requirements plus hydrologic and hydraulic modeling.

We recommend that the city proceed with Option 2. The hydrologic and hydraulic modeling of the stormwater system is necessary to get more accurate information on how the system functions. This information will be useful in evaluating options for making improvements in known flooding areas.

1. Background

As part of the Metropolitan Council's Thrive MSP 2040 long-range planning for the Twin Cities, they are requiring local jurisdictions within the metropolitan area to complete updates to their local comprehensive plans by the end of the 2018 calendar year. As a part of the comp plan update, the Met Council is requiring Local Surface Water Management Plans (LSWMP) to be updated in accordance with Minnesota Rules Chapter 8410 and Minn. Stat. 103B.235. The City also lies within the jurisdiction of two different watershed management commissions. They are Rice Creek Watershed District (RCWD) and Coon Creek Watershed District (CCWD). The City will be required to update your LSWMP to be in compliance of their requirements as well. The purpose of this letter is to provide the City with a scope for Stantec to update the City's 2009 LSWMP to be in compliance with the requirements of the Met Council and the watershed management commissions the City resides in.

2. Scope of Services: City of Spring Lake Park Local Surface Water Management Plan Update

The scope of services to assist the City in completing the LSWMP is divided into six tasks, as described below.

Task 1: Project Initiation, Data Collection, and Project Management

There are two basic components to this task: collecting the data necessary to complete the study and attending meetings. In regard to meetings, we are proposing four meetings with staff and a



Reference: Local Surface Water Management Plan Update

presentation to the City Council or Planning Commission. The cost for the meetings includes attendance and preparation of basic visuals, as needed.

In terms of data collection, we understand that the City has a detailed GIS database already in existence that can be used for the LSWMP. We will coordinate with the City to gather information needed to complete the LSWMP that is not already available to us “in-house” or from other sources outside the City, including the watersheds and state agencies.

Deliverables: Memorandum on data needs, monthly invoicing, four staff meetings, and presentation at one City Council or Planning Commission meeting.

City Staff Responsibilities: Stantec should have the majority of the information needed to create the LSWMP. In the event that information is needed, City staff will assist in identifying available data and assist in obtaining data from outside entities. City staff will attend the staff meetings and schedule and coordinate the City Council or Planning Commission meeting.

Task 2: Miscellaneous Report Content Development

Minnesota Statutes and Rules require that LSWMPs include the following:

1. Executive summary
2. Water resource management-related agreements
3. Physical environment and land use, including:
 - a. Map of drainage areas and flow paths
 - b. Flow rates and volumes by drainage area
4. Assessment of existing and potential problems, including a map of impaired waters
5. Implementation program, including:
 - a. Corrective actions to problems identified in the assessment, including:
 - i. Stormwater storage areas and elevations
 - ii. Water quality protection methods
 - b. Official controls and regulatory responsibilities, including gaps and required changes
 - c. Capital improvement program, including schedule, estimated cost, and funding sources
6. Amendment procedures



Reference: Local Surface Water Management Plan Update

In May 2015, the Met Council adopted its 2040 Water Resources Policy Management Plan (2040 Plan). The 2040 Plan adds minor content requirements for local surface water management plans and stipulates additional content be included with the overall comprehensive plan submittals due in September 2018. Each watershed district/management organization has its own watershed plan. Although these watershed plans follow the same state rules that are required of the LSWMP, they may require the City to meet additional rules that are unique to the watershed plan in order to be in compliance with their plans.

Under Task 2, we will update the report sections of the City's LSWMP to address statutory requirements, be compatible with watershed plans, and address the Metropolitan Council requirements for 2040 Comprehensive Plans. This will include reviewing all sections, tables, figures, and appendices of the report to make sure it remains in compliance with the regulatory authorities.

The updated LSWMP will be supported, at a minimum, by the following figures or maps:

- Location Map
- Hydrologic Soil Group Map
- Wetlands and Public Waters Map
- Spring Lake Park 2030 and 2040 Land Use Map
- Jurisdictional Boundaries Watershed Map
- Impaired Waters Map
- Subwatershed Map of the City

Deliverables: LSWMP report sections and figures identified above.

City Staff Responsibilities: Review and comment on report sections.

Task 3: Assessment

The Assessment section will be based on the 2009 LSWMP assessment and updated to reflect any changes within the City and to remain in compliance with the governing agencies.

We will compare current City regulatory requirements with the regulatory requirements of the RCWD and CCWD, as well as Met Council requirements and applicable state and federal controls. Where gaps are identified between regulatory requirements, they will be addressed by either:

1. Proposing that City standards be modified to close the gap, or
2. Establishing that the City's requirements, though different, are equivalent to regulatory agency requirements.



Reference: Local Surface Water Management Plan Update

Proposed changes to City standards will be outlined in the Goals and Policies section and the Implementation section of the LSWMP. The equivalency argument, to the extent it applies, will be updated, if applicable, and remain in the Assessment section, along with a narrative discussing the gaps analysis and ordinance review.

Our scope of services includes ordinance review and recommendations for ordinance revisions. It does not include time for rewriting these ordinances. If ordinance revision is recommended, the LSWMP goals and policies will reflect this. Additionally, ordinance revision will appear as an implementation item.

Beyond comparing standards and recommending ordinance revisions, the Assessment section of the report will also summarize water quality and quantity assessments conducted by a variety of entities including:

- RCWD
- CCWD
- Metropolitan Council
- Minnesota Pollution Control Agency
- Neighboring municipalities where Spring Lake Park runoff is a component

Ultimately, the assessment will identify Spring Lake Park's responsibility for any identified problems, prioritize these problems, and identify actions and/or roles for Spring Lake Park in addressing these problems. These actions or roles will be updated and remain in the Goals and Policies and Implementation sections of the LSWMP.

Deliverables: The Assessment section of the LSWMP, gaps analysis table, narrative on gaps within the Assessment section of the LSWMP, and narrative on current ordinances and proposed ordinance revisions.

City Staff Responsibilities: Review and comment on report sections.

Task 4: Hydrologic and Hydraulic Models

This is an optional task that will provide system modeling. A HydroCAD model will be utilized to create an XPSWMM model updating the LSWMP including Appendix A. The updated XPSWMM model will allow for a greater ability to analyze flooding, including street flooding. The City has had little to no construction projects that would require drastic updates to the model. The model covers most of the City and is very detailed. The biggest change to the model will be updating the rainfall data to NOAA Atlas 14 from the previous TP40 rainfall data.

The model's input data and output will be updated within the report appendices, similar in form to the 2009 LSWMP. The drainage areas will be updated to include any necessary changes to the hydrologic and hydraulic models. The updates to the modeling will be discussed in the Assessment



Reference: Local Surface Water Management Plan Update

section of the LSWMP. The existing stormwater management map will be utilized for the current pond locations and names and updated to reflect the new pond normal water levels (NWL), 100-year high water levels (HWL), and trunk alignments and sizes. We anticipate this task to be the largest effort in updating the LSWMP to remain in compliance with the governing agencies.

In addition to the LSWMP requirements, a detailed XPSWMM analysis will be completed on the portions of the City that currently experience flooding. These areas will include analysis of any pertinent ponding, storm sewer sizing, and street flooding. An evaluation of possible solutions to help alleviate flooding will be conducted. These solutions will be discussed with the City and will ultimately be presented in the Implementation section of the LSWMP.

Deliverables: Model summary in Assessment section, updated Appendix A, updated stormwater management map, flood area analysis summary with recommendations.

City Staff Responsibilities: Review of flood area analysis summary and recommendations.

Task 5: Goals and Policies and Implementation Plan

Goal and policy statements are a statutory requirement of local surface water management plans. The goals and policies that have been developed for Spring Lake Park have guided the City on how you approach surface water management. Utilizing the current goals and policies, we will make updates to remain in compliance with governing agencies. We will also solicit input from the City to see if any goals or policies should be added or changed.

The current Implementation Plan section describes corrective actions for issues identified in the Assessment. These corrective actions could include updating policies, ordinances, and design standards as well as maintenance items or capital improvements. Working with the City to determine what is feasible and identifying current stormwater-related issues, we will review and update the current Implementation Plan and provide actions each year for the first five years and then in 5-year increments up to 20 years out. The Implementation Plan section will also address the financial impact of implementation items and will prioritize these items.

Deliverables: Deliverables will include the Goals and Policies and Implementation sections, and a tabular implementation schedule.

City Staff Responsibilities: Provide input into and review and comment on these sections.

Task 6: Report Production, Review, and Approval

We will provide up to two hard copies of the first draft report for City staff review. To the extent the City might want to distribute additional copies, we will provide an electronic pdf version of the report. It will be identical to the hard copy submittal.

Following City review, we will prepare a second draft report for agency review. We propose six hard copies of the second draft – one to each watershed organization, one to the Metropolitan Council,



Reference: Local Surface Water Management Plan Update

and two for City staff. As with the first draft, we will create an appended pdf version of the second draft for wider distribution, as the City sees fit. Following agency review, we will prepare a final report. We will provide 10 hard copies of the final report and an electronic pdf version. Each report will have several figures (as described above) in 11" x 17" format or smaller. Multiple 22" x 34" maps of the stormwater system and one 22" x 34" map of wetlands will also be provided. We will also address watershed comments through written responses and appropriate changes to the LSWMP.

3. Schedule

Stantec will work with the City to complete the scope of work defined above and have it approved by the governing agencies by the July 31st, 2018 deadline. Task 4, which includes analysis of areas within the City that experience frequent flooding, will be completed by July 30, 2017.

4. Compensation

The following table presents our proposed fee to complete the scope of services described above. The work will be billed on an hourly basis in accordance with our current Professional Services Agreement with the City of Spring Lake Park.

| Task | Task Name | Option 1 Est. Fee | Option 2 Est. Fee |
|--------------------------|---|-------------------|-------------------|
| 1 | Initiation, Data Collection, and Management | \$4,200 | \$4,200 |
| 2 | Miscellaneous Report Content Development | \$5,800 | \$5,800 |
| 3 | Assessment | \$2,900 | \$2,900 |
| 4 | Hydrologic and Hydraulic Models | \$1,500 | \$15,500 |
| 5 | Goals and Policies and Implementation Plan | \$5,900 | \$5,900 |
| 6 | Report Production, Review, and Approval | \$7,500 | \$7,500 |
| | Expenses | \$500 | \$500 |
| Total Proposed Task Fee: | | \$28,300 | \$42,300 |

The tasks outlined above will be prepared by or under the supervision of Peter Allen. If you have questions about any of the information contained in this letter, please contact either of us. We appreciate the opportunity to continue to provide engineering services to the City of Spring Lake Park.

Regards,

STANTEC CONSULTING SERVICES INC.

Peter Allen, Water Resources Engineer

Phil Gravel, City Engineer

cc. Terry Randall, City of Spring Lake Park



Memorandum

To: Mayor Hansen and Members of the City Council

From: Police Chief Ebeltoft

Date: April 13, 2017

Subject: Approval of Contract with Office Team Temporary Agency for Part-Time
Police Receptionist Position

In reviewing the process of filling the vacant Part-time Police Receptionist position, it was discussed that the position has possibility of becoming a full time position in 2018. At this time, I feel the best way to fill the current vacancy is by outsourcing the position with a temporary employee from an employment agency until it is known whether the position will be of full-time or part-time.

Executive Assistant Gooden and I met with Haley Dickson, a representative from Office Team Temporary Employment Agency, regarding the Police Receptionist position. We discussed the requirements of the position and the required background investigation that will be required of a temporary employee. We provided a tour of the Police Department and City Hall to Ms. Dickson for a better understanding the of the work environment to assist her with the recruitment a candidate.

Office Team will recruit 10-15 possible candidates to interview with their agency and will contact the City with the top one or two candidates for an interview with our staff. Office Team requires that their candidates have an in-person interview as well as provide two supervisory references. The Spring Lake Park Police Department will conduct a criminal background investigation and fingerprinting of the candidate that best fits the position and after the investigation is completed, the candidate will be hired as a temporary employee through the Office Team agency.

I anticipate the length of the temporary assignment to be until the end of 2017. The agency is willing work to recruit a long-term candidate to avoid employee turnover later in the year. They will invoice the City at a predetermined rate (\$22.00 – 24.00 per hour) and the agency will pay the employee and all applicable taxes directly.

Attached to this memo is the required contract from Office Team Employment Agency. I recommend moving forward with contracting with Office Team Temporary Agency once the contract has been reviewed.



Letter Date

Personal & Confidential

CONTACT NAME
COMPANY NAME
STREET ADDRESS 1
STREET ADDRESS 2 OR CITY, ST ZIP
CITY, ST ZIP OR SPACE IF NOT REQUIRED

Job Order Number: Job Order #

Dear Contact First Name,

Thank you for selecting OfficeTeam to meet your staffing needs. Candidate Name is scheduled to start with Company Name as a Functional Role on **Start Date**. As agreed, we will invoice your firm at the rate of **xx.xx** per hour. If applicable, overtime will be billed at 1.50 times such rate. Please find the enclosed General Conditions of Assignment and Terms of Payment for your review.

Our professional will submit either an electronic time record or a time sheet for verification and approval at the end of each week. Your approval thereby will indicate you have read and agree to the OfficeTeam General Conditions of Assignment and Terms of Payment.

OfficeTeam specializes in the placement of highly skilled office and administrative support professionals on a temporary and temp-to- full-time basis. We are a division of Robert Half International Inc., the world's leader in specialized consulting and staffing services since 1948.

Please do not hesitate to contact us if you have any questions or we can be of additional service. We look forward to working with you.

Sincerely,

OfficeTeam
Branch Address Line 1
Branch Address Line 2
Branch Address Line 3
(800) 804-8367

GENERAL CONDITIONS OF ASSIGNMENT

Thank you for your confidence in *OfficeTeam*. Our professional is assigned to you under the following General Conditions of Assignment and the enclosed Terms of Payment.

| | |
|--|--|
| Scope of Background Inquiries | <p>We usually check references by asking specific questions to select past employers with regard to qualifications and work history. These types of checks are generally done the first time we place that individual on an assignment. We do not recheck references after this initial placement process has been completed. There are substantial legal restrictions on the use and communication of various types of personnel-related information. We have not screened for drug use, administered a medical exam, conducted a criminal background check, or engaged in any verification process other than these reference checks. You should conduct such additional or more recent reference inquiries of past employers or verify such other items as you deem appropriate for the position. If you would like to obtain further background information about the professional, we would be glad to refer you to third party agencies who have agreed to perform additional background checks for our clients at a competitive price. If you choose to directly employ one of our professionals, we are willing to provide you with the results of any reference checks that we have performed, to the extent permitted by law.</p> |
| Client's Responsibility | <p>Supervision of our professional's work is your responsibility. Our professional is only authorized to perform work within the scope of the assignment.</p> <p>It is expressly understood that our professionals are not authorized to sign contracts, statements, or binding agreements on your behalf or on behalf of <i>OfficeTeam</i>.</p> <p>It is understood that you are responsible for implementing and maintaining usual, customary and appropriate internal accounting procedures and controls, internal controls and other appropriate procedures and controls (including information technology, proprietary information, creative designs and trade secret safeguards) for your company and we shall not be responsible for any losses, liabilities or claims arising from the lack of such controls or procedures.</p> <p>Under no circumstances will you permit our professional to sign, endorse, wire, transport or otherwise convey cash, securities, checks, or any negotiable instruments or valuables. It is understood that you have full responsibility for providing safe working conditions, as required by law, including ensuring that safety plans exist for and safety related training is provided to our professional working on your premises. If this assignment is for work to be performed under a government contract or subcontract, you will notify us immediately (1) of any obligations in the government contract or subcontract relating to wages, and (2) if we are legally required to initiate E-Verify verification procedures for our professional assigned to you.</p> <p>It is understood that we will not authorize our professional to operate machinery (other than office machines) or automotive equipment. It is agreed that you accept full responsibility for, and that we do not maintain insurance to cover any injury, damage, or loss that may result from your failure to comply with the foregoing.</p> <p>It is understood that you are responsible for reporting any claim to us in writing during or within ninety (90) days after the assignment. Under no circumstance will <i>OfficeTeam</i> be responsible for any claim related to work performed unless you have reported such claim in writing to us within ninety (90) days after termination of the assignment.</p> |
| Confidentiality | <p>Our professional will agree to execute any confidentiality agreement you may require. You are responsible for obtaining our professional's signature.</p> <p>You agree to hold in confidence the social security number and other legally protected personal information of our professional and to implement and maintain reasonable security procedures and practices to protect such information from unauthorized access, use, modification or disclosure.</p> |
| Employment Taxes and Withholdings | <p><i>OfficeTeam</i> will handle, to the extent applicable, any workers' compensation insurance, federal, state and local withholding taxes and unemployment taxes, as well as social security, state disability insurance or other payroll charges.</p> |
| Insurance | <p>In addition to workers' compensation insurance, we also maintain commercial liability insurance and employer's liability insurance.</p> |
| No Contrary Agreements | <p>These General Conditions of Assignment contain the complete and final agreement on the topics they address, and they supersede any prior agreements or understandings on these topics. Our professionals do not have authority either to verbally modify these General Conditions of Assignment or to assume additional responsibilities other than those set forth in these General Conditions of Assignment</p> |

Job Order: Job Order #

Date: Letter Date

TERMS OF PAYMENT

Thank you for your confidence in *OfficeTeam*. Our professional for the assignment of Functional Role is Candidate Name. The assignment will start on **Start Date**. As verbally agreed or otherwise communicated, we will invoice your firm at the rate of xx.xx. per hour. Should you wish to use our professional for other assignments, please feel free to do so. The hourly billing rate may then change to reflect the experience necessary to complete the assignment. Call *OfficeTeam* for any changes in the assignment.

Our professional is assigned to you under the following Terms of Payment:

| | |
|--|---|
| Guarantee | <i>OfficeTeam</i> guarantees your satisfaction with our professional's services by extending to you a one-day (8 hours) guarantee period. If, for any reason, you are dissatisfied with the professional assigned to you, <i>OfficeTeam</i> will not charge for the first eight hours worked, provided that <i>OfficeTeam</i> replaces the individual assigned. Unless you contact us before the end of the first eight hours guarantee period, you agree that our professional assigned is satisfactory. |
| Time Sheet | Our professional will submit either an electronic time record or a time sheet for verification and approval at the end of each week. Your approval thereby indicates your acknowledgement of the General Conditions of Assignment and these Terms of Payment. Our compensation to our assigned professional is on a weekly basis, and you will be billed weekly for the total hours worked, including time spent completing, revising, and/or resubmitting a time sheet or electronic time record during business hours, and we ask that you respect those guidelines. Because <i>OfficeTeam</i> invoices reflect payroll we have already paid, our invoices are due upon receipt. Applicable sales and service taxes shall be added to these invoices. In the event that you fail to pay the invoice when due, you agree to pay all of our costs of collection, including reasonable attorneys' fees, whether or not legal action is initiated. Additionally, we may, at our option, charge interest on any overdue amounts at a rate of the lesser of 1 1/2% per month or the highest rate allowed by applicable law from the date the amount first became due. |
| Overtime | If applicable, overtime will be billed at 1.50 times the normal billing rate. Federal law defines overtime as hours in excess of 40 hours per week, state laws vary. If state law requires double time pay, the double time hours will be billed at 2.00 times the normal billing rate. |
| Hiring the Person Referred to You | <p>After you evaluate the performance and potential of our professional on the job, you may wish to employ this person directly. Our professionals represent our inventory of skilled employees and in the event you wish them converted to your employ or another employer to whom you refer them, you agree to pay a conversion fee. The conversion fee is payable if you hire our professional assigned to you, regardless of the employment classification, on either a full-time, temporary (including temporary assignments through another agency) or consulting basis within twelve months after the last day of the assignment. You also agree to pay a conversion fee if our professional assigned to you is hired by (i) a subsidiary or other related company or business as a result of your referral of our professional to that company or (ii) one of your customers as a result of our professional providing services to that customer.</p> <p>The conversion fee calculation is one percent (1%) for each thousand dollars of the aggregate annual compensation (e.g., 20% for \$20,000) multiplied by the aggregate annual compensation, to a maximum of thirty percent (30%). Aggregate annual compensation includes bonuses.</p> <p>The conversion fee will be owed and invoiced upon your hiring of our professional, and payment is due upon receipt of this invoice. The same calculation will be used if you convert our professional on a part-time basis using the full-time equivalent salary.</p> |
| General Conditions | <p><i>OfficeTeam</i> may increase our rates provided under the Terms of Payment to reflect increases in our own costs of doing business, including costs associated with higher wages for workers and/or related tax, benefit and other costs. We will provide written or verbal notice of the increase in our rates. Any increase in our rates will be prospective, starting as of the effective date <i>OfficeTeam</i> specifies.</p> <p>Our professional is also assigned to you under the General Conditions of Assignment, a copy of which has been provided. We reserve the right to re-assign our professional.</p> |

Job Order: Job Order #

Date: Letter Date



City of Spring Lake Park
Engineer's Project Status Report

To: Council Members and Staff
From: Phil Gravel

Re: **Status Report for 4.17.17 Meeting**
File No.: R-18GEN

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.

A work scope has been developed for updating the local surface water management plan. An option to include stormwater modeling has been proposed. See separate letter on this matter.

2017 Sanitary Sewer Lining Project (193803782).

This project will line sanitary sewer in the neighborhood east of Able Street and north of 81st Avenue. *Construction Contracts have been received from Visu-Sewer and are being reviewed by the city attorney.*

2017-2018 Street Seal Coat Project (193803783).

This 2-year project will include street maintenance in the neighborhood north of 81st Ave. and west of Monroe St. (2017) and in the neighborhood east of Monroe St., south of 81st St. and west of TH 65 (2018). *Construction Contracts have been received from ASTECH and are being reviewed by the city attorney.*

Other issues/projects.

Continue to work with Coon Creek Watershed District (CCWD) Technical Advisory Committee (TAC) meeting. Discussion items included O&M Agreements, weir structures, and the timeline for preparing updated Surface Water Management Plans.

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

Working with Dan and Terry on options for the Osborne Rd. bituminous trail repairs, in lieu of the CDBG grant application news.

Working with staff on development review for the Dominion project. A meeting was held with the CCWD to discuss their permitting process for the site. Preliminary drainage information has been submitted for review.

Working with staff on drainage issues. Some field survey information has been obtained. *We will discuss next steps including the need to complete some stormwater modeling with the Public Works Director and the Administrator in April.*

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.

JEFFREY S. JOHNSON
RUSSELL H. CROWDER
MICHAEL F. HURLEY
DOUGLAS G. SAUTER
HERMAN L. TALLE
CHARLES M. SEYKORA
DANIEL D. GANTER, JR.
BEVERLY K. DODGE
JAMES D. HOEFT
*JOAN M. QUADE
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*JAMES H. WILLS

Writer's Direct Line: (763) 783-5129

E-Mail Address: slepak@bgs.com

April 12, 2017

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

RE: North Suburban Hospital District

Dear Mr. Buchholtz:

This office represents the North Suburban Hospital District. As you may recall, the Hospital District approached your city and the other four member cities related to a petition for dissolution. In the course of that process, the Hospital District asked for input on a means for disposal of remaining funds following the dissolution. Based on the results of that process, the various cities took differing suggested approaches to the distribution:

Blaine – use the proportional total taxable market value.

Fridley – use the following formula:

70% population – this reflects the number of people impacted
27% market value – this represents the basis for taxation
3% payment in lieu of taxes – this represents Fridley's cost to provide the Hospital with public safety services.

Hilltop – use the proportional per capita population of persons residing in each member City. Hilltop also asked that they be permitted to provide a revised proposal for distribution if they come to a different consensus on the matter.

Mounds View – use a comprehensive accounting of all taxes paid by member cities since 1960.

April 12, 2017

Page 2

Spring Lake Park – use a per capita population of persons residing in each member city based on the 1960 census.

In order to allow the Board the fullest information to support each city proposal in these areas, the Hospital District is requesting that your city provide any relevant data supporting your position. In the case of Spring Lake Park, this would be data outlining what you consider to be the per capita population of persons residing in each member city based on the 1960 census. You may also provide any other information or data that you wish the Board to consider.

The Hospital District Board would like to consider this information at its May 10, 2017 meeting so it would be appreciated if that data could be provided to me prior to May 5, 2017. Please do not hesitate to contact me in the event that you have any questions or would like to discuss this matter further.

Sincerely,

BARNA, GUZY & STEFFEN, LTD.



Scott M. Lepak

710538-v1

CORRESPONDENCE



VOLUME 24 ISSUE 4

A N O K A
C O U N T Y
P A R K S A N D
C O M M U N I T Y
S E R V I C E S

the connection
april • 2017



EVENTS AND UPDATES

| | |
|--|---|
| From the Division Manager | 3 |
| Heritage Lab Amenities Update | 4 |
| Grant Funding Available and Making a Difference in Schools | 5 |
| Campground Firewood | 5 |
| Partnership with the City of Coon Rapids for Trail Connections | 6 |
| 2017 Thursday Night Concerts at Coon Rapids Dam Regional Park | 6 |
| Maple Syrup Festival at Wargo Nature Center | 7 |
| Employee Profiles | 8 |

FROM THE DIVISION MANAGER:

Over the past three months, my colleagues have been reporting to our Parks and Community Services Committee on the many successes of 2016.

We are fortunate to have an extremely dedicated and passionate group of men and women who work tirelessly for the citizens of Anoka County. So, I wanted to take this opportunity to share some of those success stories with our readers this month. Here are some of the performance outcomes and improvements in the Anoka County Parks System from 2016:

- 4,837 rounds of golf were provided at Chomonix Golf Course.
- 170 acres of prairie and oak savannah restorations were implemented at Rum River Central and Mississippi West Regional Parks with grant funds from the MnDNR.
- New park entrance signs were installed at Coon Rapids Dam and Banfill Locke Center for the Arts.
- Total sales for vehicle entry permits, picnic shelters, meeting rooms, and campgrounds topped \$1 million for the first time.
- The #6 and #17 greens at Chomonix Golf Course were rebuilt and expanded in 2016.
- There were 40,694 participants in Wargo Nature Center programs in 2016.
- A variety of community engagement sessions were held during the updating of park master plans at Bunker Hills and Mississippi West Regional Parks; 400 people participated. Estimated park visitation increased to 4.1 million in 2016, up 200,000 from 2015.
- Our Aquatic Invasive Species program staff conducted 12,495 inspections at public boat launches in the County.
- A unique partnership with the University of Minnesota School of Architecture resulted in four new learning kiosks at the Outdoor Heritage Lab / Camp Heritage.
- The highest daily income on record was recorded at Bunker Beach in June: \$53,876.73.
- A new pedestrian entrance was constructed at Wargo Nature Center, incorporating approximately \$50,000 of recycled materials, new lighting, and interpretive signs.
- Coon Lake Park saw the development of an expanded 50-car parking lot, with a new multi-purpose beach building coming in 2017.
- Bunker Beach Water Park had the second busiest season in its 30-year history, with 120,040 visitors.
- The Parks and Recreation Department website had more than 438,000 visits and 375 outreach projects.
- Our forestry crew removed and recycled 400 cords of diseased trees for sale at the county campgrounds, resulting in \$54,000 of revenue.
- 60,000 square yards of parking lots and roads at Lake George Regional Park were repaired and seal coated, and pavilion #1 was renovated.

This is just a partial list, but I will close for now.

A special thank you goes to our dedicated and talented team of 40 full-time staff, 300 seasonal employees, and a host of volunteers and partners who make these outcomes possible. And a gracious thank you is extended to the County Board of Commissioners for their ongoing support of the Anoka County Parks and Recreation System.

I'll see you on the trail!

John VonDeLinde



HERITAGE LAB AMENITIES UPDATE

The Maintenance Unit recently worked through an amenities update at Heritage Lab. Over the years, the fire rings and wooden picnic tables have been thoroughly used. Each of the 11 learning sites, along with the gathering areas, have picnic tables that are used by the YMCA in the summer and our Heritage Lab Program in the fall. Additionally, the concrete fire rings at the gathering area and site 9 were showing their age. Within the past month, a crew of Parkkeepers took up the charge of bringing these items back to the high quality standard expected in the parks.

Two older campground metal fire ring/grill combinations were refinished, requiring welding repairs and a fresh coat of high heat paint. They are slated for installation this spring to replace the existing concrete fire rings. All the repairs done on these used existing materials and inventories, which will result in a minimal cost investment for a large aesthetics upgrade.

The picnic table situation was a larger project in that there were about 20 old tables of various designs, ages, and lengths that needed to be replaced. Each table was assessed for reusable boards. The reclaimed boards were then converted into needed storage shelving at the Maintenance Building near Lake Peltier. Using a standard wooden picnic table design, the crew built fourteen 12' long picnic tables, which amounts to a foot-for-foot replacement of the 20 tables decommissioned.

The end goal for Heritage Lab is to convert all the picnic tables to the metal framed standard in the next 10 years. Each metal table has a much higher up front cost, but are far more durable and require less maintenance. These new wooden picnic tables will help bridge that replacement span while providing campers a safe and pleasing place to sit and enjoy Heritage Lab.

GRANT FUNDING AVAILABLE AND MAKING A DIFFERENCE IN SCHOOLS

The Recycling & Resource Solutions (R&RS) Department works diligently with many different sectors to increase recycling in Anoka County, and the school sector is no different. Last year, 16 schools received technical assistance and 13 schools received grant funding to improve their existing recycling programs. The R&RS technical assistance includes solutions for hard to recycle materials, right-sizing containers, helping start organics recycling, offering and providing free container signs and grant funding for containers.

One school that received grant funding and technical assistance was PACT Charter School in Ramsey. Before receiving technical assistance, the school was generating 24 yards of trash per week. Improvements included better signage at waste stations and added organics recycling (food waste and non-recyclable paper such as paper towels). These changes have resulted in decreased waste, improved recycling, increased custodial staff productivity, and decreased overall operation costs of \$840 annually. They are now recycling four yards of organic waste, recycling eight yards of traditional recyclables, and disposing only six to eight yards of trash each week.

School staff noted student supervision is necessary when sorting organics, recycling, and trash properly. Over time, it has become easier for all. Dan Carson, head custodian, commented, "It still requires daily supervision, but I see part of Facilities job is to educate about the process and the environment. We don't have many opportunities to interact with students and I feel this is a great way to keep in contact."

Another success story is Stevenson Elementary (K-4) in the Fridley School District. In 2016 they added organics recycling to their lunchroom. By adding organics recycling with R&RS technical assistance, they are diverting 79% of their waste from the trash. Mary Mueller, head of food services for the Fridley School District, hopes to be able to bring these successes to other schools in the district. She has found there is great buy-in from staff. Their commitment helps make the program run smoothly and effectively.

CAMPGROUND FIREWOOD



In the process of doing tree management (hazard tree removals, trimming, maintenance, etc.) a fair amount of low quality (cottonwood, boxelder, willow, aspen, etc.) wood is obtained. In order to maintain the highest possible quality of wood to be sold to the public in the fall, this low quality wood is kept separate to be processed into firewood for sale in our campgrounds, at pavilions, and at Camp Salie. Several times a week, a crew from Corrections, led by Yusef Bradshaw, tackles numerous projects throughout the park system. One of their main projects during the winter is bundling firewood for sale in the campgrounds and for groups renting pavilions. The wood is bundled into mesh bags and stacked for drying. We have added a secured area at Rice Creek Chain of Lakes Regional Park that allows us to keep a large supply of wood on site to be bundled and stockpiled, thus reducing the amount of handling required prior to sale. Due to the popularity of the campfires in the campgrounds, the head start on bundled wood that is gained in the winter is needed to keep pace with the demand during the summer.

PARTNERSHIP WITH THE CITY OF COON RAPIDS FOR TRAIL CONNECTIONS



Anoka County is partnering with the City of Coon Rapids to build two new trails in the area. This summer you will see a new trail being constructed just west of the railroad tracks in Bunker Hills Regional Park. This trail will connect the city's Wilderness Trail and pedestrian tunnel under CSAH 14/Main Street to the railroad pedestrian tunnel further north. This trail connection will allow resident south of CSAH 14/Main Street safe access to the park without any vehicular conflicts. The other trail is a short segment of Coon Creek Regional Trail along Egret Boulevard leading to Coon Rapids Dam Regional Park. This construction will be included when the city reconstructs the trail along

Coon Rapids Boulevard from Hanson Boulevard to Egret Boulevard. Both projects are anticipated to be constructed this summer. Funding is being provided by the City of Coon Rapids and the Metropolitan Council's Regional Parks Capital Improvement Program.

2017 THURSDAY NIGHT CONCERTS AT COON RAPIDS DAM REGIONAL PARK

For the past 20+ years the Anoka County Parks and Recreation Department, in conjunction with the City of Coon Rapids, has been providing the public with a free weekly concert series at the Coon Rapids Dam Regional Park performance pavilion. This event has given park visitors an opportunity to come together on Thursday evenings throughout the summer months to enjoy good music, beautiful scenery, and a sense of connection within the community. Concerts begin at 7:00pm at Coon Rapids Dam Regional Park.

Concerts are held rain or shine and entrance fees and concerts are free of charge. Food is available for purchase through our local Boy Scout Troop and the Lions. Bring a lawn chair or blanket and enjoy an evening of family fun! The summer lineup is as follows:

| | |
|----------|---|
| June 8 | Ecuador – Music from Ecuador |
| June 15 | Hitchville – Country |
| June 22 | Castaways - 60s and 70s |
| June 29 | Polka Beats – Polka Music |
| July 13 | ZingRays - 50s and 60s |
| July 20 | Backyard Band – Variety |
| July 27 | Locklin Road - Celtic |
| August 3 | Church of Cash – Johnny Cash Tribute Band |

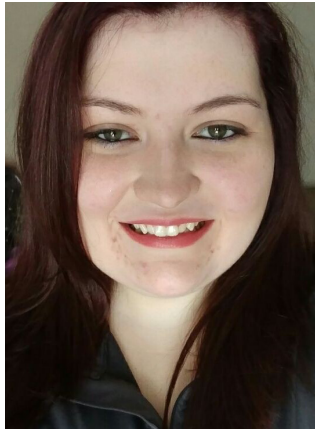




MAPLE SYRUP FESTIVAL AT WARGO NATURE CENTER

Maple syrup was flowing madly at the Wargo Nature Center on March 19. Over 100 people came to find their inner mapleness. Folks hiked out to the forest and helped tap trees and learned about the tapping and collection process. Then it was off to a cozy fire and the evaporator to learn about how sap is boiled down into syrup. Kids and adults alike got to make fun flying maple seeds and play some Native American games while learning about the history of maple syruping. In the end, everyone enjoyed some sweet maple treats, rated their favorite syrup and maple sugar, learned a little something, and had a wonderful time!

EMPLOYEE PROFILES



Name:
Samantha Lynn
Bourgeois

**Position &
Department:**
License Center
Specialist, Blaine

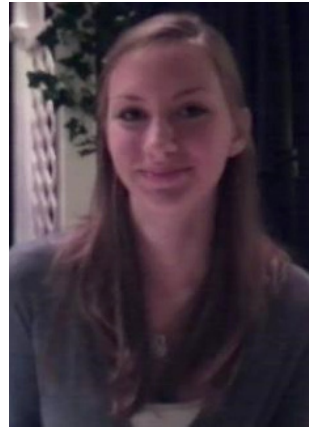
**Length of time in
current role:**
10 months

Samantha graduated from St. Francis High School in 2015. While in high school she worked at Bill's Gas Station in Oak Grove for two years. When she turned 18 she started selling pull tabs, bingo, and meat raffles for the Ham Lake Area Chamber of Commerce. She is still employed by them and works night and weekends. Sam is currently a student at Anoka Ramsey Community College, on her second year of general course work. She will eventually pursue a degree in the medical field and is still deciding on what that may be.

When not studying or working, she is usually spending time with friends and family. She loves watching movies of all genres.

Fun Fact:

Baking is one of my favorite things to do.



Name:
Marissa Taratsas

**Position &
Department:**
License Specialist

**Length of time in
current role:**
14 months

Other Positions With the County:
Northtown Library

Marissa grew up in Coon Rapids and graduated from Coon Rapids High School. While she was in high school she worked at the library. She attended Anoka Ramsey Community College where she earned an Associate of Arts degree and met her husband.

Marissa is an avid reader, hence the library job. She has a two-year-old son and tries to do fun things with him, such as going for walks with the dog, going to the park, and taking him to the library for story time. They have fun baking together. Movie nights are something they like to do as a family. Sometimes it's just the immediate family and sometimes it's the whole family.

Fun Fact:

I love to go to garage sales with my mom. We seem to find the best stuff for cheap. With a growing child, it would be silly to buy brand new when slightly used for a quarter is available!

Community Report 2016



AllinaHealth 

EMERGENCY
MEDICAL SERVICES



"There is something in the air at Allina Health EMS that says, *we care.*"

— Brian LaCroix, Allina Health EMS president and EMS chief

PEOPLE WHO CARE



Our crews aren't just "Minnesota nice." They're also top-notch clinicians who deliver top-notch care.

At Allina Health Emergency Medical Services, the word *care* means a lot to us. But it doesn't just mean showing compassion to our communities, our patients and our colleagues—it means being committed to delivering the best possible clinical care to the more than 120 communities we serve throughout Minnesota and western Wisconsin. • Care is the cornerstone of who we are. It's what we do, and it's everything we stand for. Each and every day, we care for our patients with compassion and skill. We care for our communities, working hand in hand with our partners and our community leaders to help ensure that we have safe, healthy and happy neighborhoods. And we care for our employees, doing everything we can to ensure that our team feels educated, empowered and appreciated, with access to the resources they need to care for our patients. • At Allina Health EMS, we stand by our commitment to our continuum of care.

High-quality patient care: it's what we're all about

One cold Friday afternoon in December 2006, during the final hours of a three-day Allina Health EMS senior quality summit, a new idea was launched: to establish an annual "Care Goal" for the organization. Then-CEO Richard Pettingill already had high standards for our employees, demanding excellence in patient care along with purposeful tracking of that excellence. But he wanted to do more.

As the team began structuring the Care Goal procedures, they decided to use well-defined steps:

- **FOCUS** on an area of patient care that involves new equipment or is a corporate goal.
- **COMPILE** current data and usage statistics and decide how they will be measured.
- **PUSH** out training and education to EMS providers, physicians and administrators.
- **TRACK** progress and give feedback on performance.

The first Care Goal, launched in 2007, was to improve the use of CPAP (continuous positive airway pressure, used in patients with respiratory distress); we tried hard but didn't meet the goal. From 2008 on, however, we met each and every Care Goal, from improving care for congestive heart failure patients to providing better pain management.

That's no surprise to Susan Long, director of Clinical and Support Services, who has been there every step of the way, providing Allina caregivers with training and practice to help them focus on each year's Care Goal. "Our providers go through multiple rounds of face-to-face education, plus online education, practice scenarios, monthly case reviews and updates on data collection," she explains.

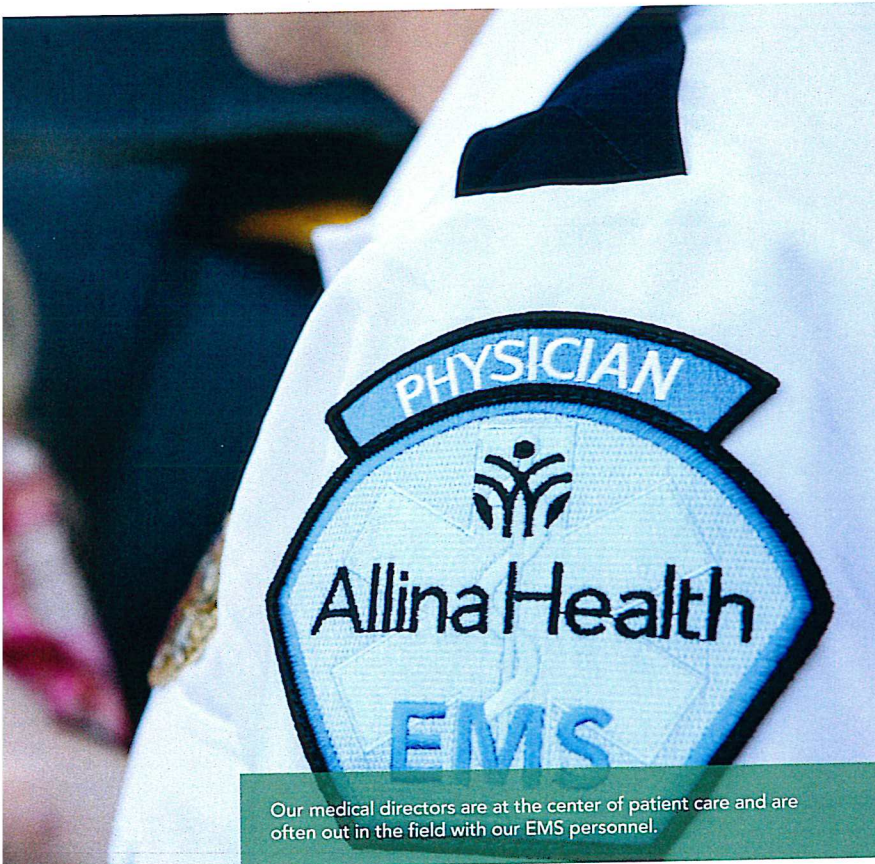


OUR UNWAVERING COMMITMENT

At Allina Health EMS, our commitment to high-quality patient care is clear. “In everything we do, from hiring the best candidates, to the processes established to achieve our Care Goals, to our commitment to continuing education for our employees: We are focused on the patient,” says our president and EMS chief, Brian LaCroix.

Having a long-term medical director like Charles Lick, MD, who has been with Allina Health EMS for more than 16 years, is a testament to our company’s dedication to continuity and commitment. Lick knows how important leadership is to patient care: His direction allows our providers to care for patients using the best available equipment, most-effective protocols and most-proven treatments.

Allina Health EMS patients have some of the top survival rates in the country.



Our medical directors are at the center of patient care and are often out in the field with our EMS personnel.



The Clinical and Support Services leadership team works closely with the Allina Health EMS medical directors to establish annual Care Goals and our new approach to goal management, EMS Best.



We are committed to our providers having the best equipment and the best support so they can deliver the best possible care to our patients.

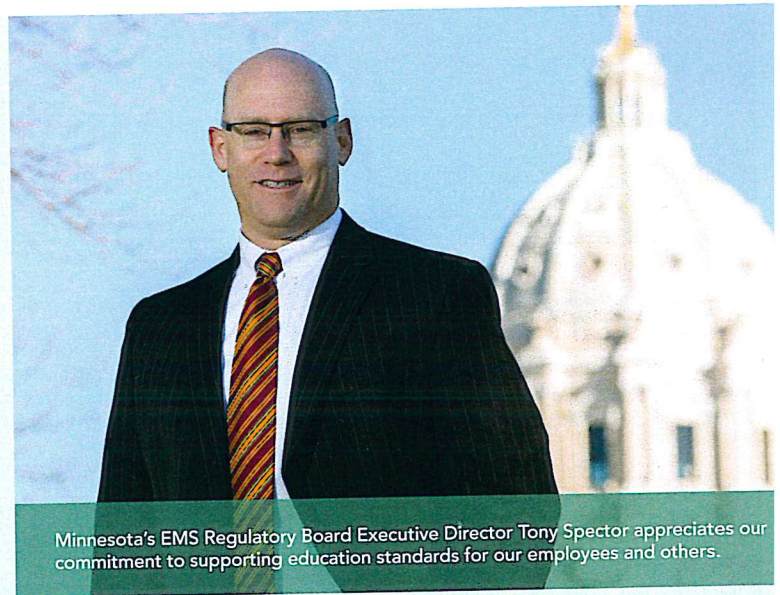
Regardless of the change from Care Goals to EMS Best, Allina Health EMS remains committed to providing excellent clinical care to all patients. Associate Medical Director Andrew Stevens, MD, who joined the team in June 2016, sees it every time he joins his providers in the field. “Our employees take the research, the training, the goals and the compassion and they put them into this seamless product on the scene of an emergency,” he says. “It’s like watching an efficient, choreographed team perform at its best for the patient.”

We’re committed to our industry, too

With the responsibility for delivering care to more than 1 million citizens and keeping 600-plus emergency medical providers trained in the latest skills, it can be a challenge to stay abreast of the continuing changes in our industry—and for disseminating those changes down to our staff. Allina Health EMS has proven time and again that we are not only up to this task, but that we are a willing participant in helping to implement these changes.

New recertification standards were recently released by the nation’s EMS certification organization, the National Registry of Emergency Medical Technicians. While the standards are not mandatory, the state of Minnesota’s EMS Regulatory Board (EMSRB) chose to implement them, and Allina Health EMS stepped up, as usual, to get involved in the process.

EMSRB Executive Director Tony Spector turned to the leadership at Allina Health EMS to help advance the new standards, called the National Continued Competency Program (NCCP), because he considers our organization a valuable player at the state level.



Minnesota’s EMS Regulatory Board Executive Director Tony Spector appreciates our commitment to supporting education standards for our employees and others.

Susan Long and her team provided subject matter expertise, curriculum development and analysis of the forthcoming educational changes. They spent months writing some of the core training content, and the new versions are rolling out to EMS providers in the area. For that, Spector is grateful.

“Allina has been and continues to be at the forefront of improving and advancing EMS education, never losing sight of the fact that the goal has always been and continues to be about providing the best possible pre-hospital patient care,” he says.

An abiding commitment to our communities

Allina Health EMS strives to create unique, long-standing partnerships with the hospitals, public safety agencies and other first responders in the 120-plus communities we serve. These partnerships have been built to offer faster response times and better-trained teams. They also allow local responders to provide greater continuity of care and help ensure the most efficient use of community and organizational resources to the benefit of citizens, including those in rural communities. Many of these partnerships extend across clinical care teams and connect organizations at the highest levels of management. They often span decades and are founded on mutual respect and a commitment to collaboration to better serve the community.



A full team of first responder and health care community partners in Hutchinson ensures a safe and healthy community. The Allina Health EMS team is proud to support our partners, including Hutchinson Health's Steven Mulder, MD (center).

Following are just a few examples of the many partnerships Allina Health EMS has entered into with other organizations.

HUTCHINSON HEALTH

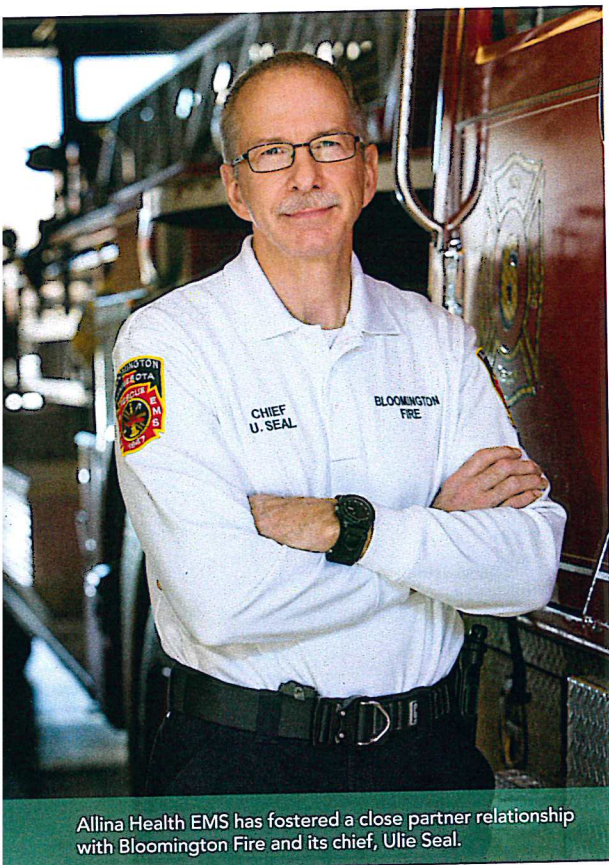
Allina Health EMS, in cooperation with our parent company, Allina Health, works with Hutchinson-based Hutchinson Health, one of the largest independent health care providers in Minnesota, to provide services the organization might otherwise struggle to provide on its own. Such services include around-the-clock ambulance service, hospice services and an after-hours pharmacy team.

The partnership started with a management-level collaboration, which allowed Hutchinson management to use and adapt Allina Health's organizational policies and procedures. From there, we created a number of other clinical partnerships, and in 2011, after a detailed assessment of Hutchinson Health's in-house ambulance service, Allina Health EMS assumed responsibility for all of the hospital's ambulance transports.

"Since Allina Health EMS took over the ambulance service, it has provided a great resource in terms of training, staffing and equipment at a level that was a challenge for us because we don't have the economies of scale they are able to achieve," says Steven Mulder, MD, president and CEO of Hutchinson Health.

We have since built on our Hutchinson collaboration to extend services farther south to Glencoe and St. Peter.

Our many partnerships with other health care and public safety agencies are founded on mutual respect and a commitment to collaboration.



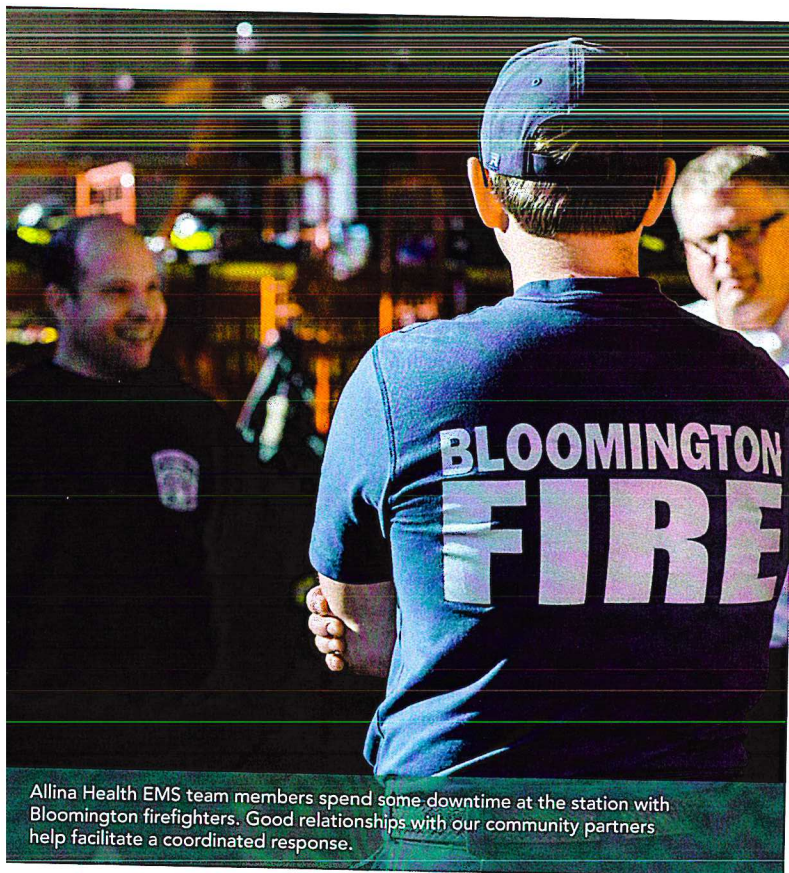
BLOOMINGTON FIRE

In Bloomington, Allina Health EMS partners with Bloomington Fire to exchange services for space. Bloomington Fire allows Allina use of bay space and a fire station for our providers, while we provide continuing education for their EMTs, medical direction for their first responders, and an EMS response and rehab area for all serious fire incidents.

Bloomington Fire's chief, Ulie Seal, says the partnership works well and he would like to see it continue. "We are in the process of redesigning and rebuilding some fire stations," he says. "As I redesign these stations, I am designing in bay space for a medic rig in all five stations. My commitment going forward is to have a bigger footprint so I can provide space not only for all of my operations but Allina's as well."

MALL OF AMERICA AND MINNEAPOLIS/ST. PAUL AIRPORT

Bloomington, which has a population of fewer than 90,000 people, is home to the Mall of America, which sees 40 million visitors each year. At the mall, Allina Health EMS



Allina Health EMS team members spend some downtime at the station with Bloomington firefighters. Good relationships with our community partners help facilitate a coordinated response.



Our culture of collaboration is driven by our commitment to being open and honest and to genuinely caring for our colleagues and communities.

provides EMS and emergency response in collaboration with Bloomington Fire, the mall security team and the mall's police team.

"The nice thing about the mall is that when we go to a medical call there, we are typically met by their security staff, who will escort us directly to the patient," says Jeff Lanenberg, an Allina Health EMS operations manager who oversees work in Bloomington and other areas. "Even though each individual store has an address system, having security meet us at the door really enhances the response."

Allina Health EMS also provides EMS services at the Minneapolis/St. Paul airport, where they collaborate with the Airport Fire team. As with Bloomington Fire, Allina Health EMS has a services agreement with Airport Fire to use bay space at the fire station in exchange for training and medical direction for the station's EMTs. We also provide a standby medical team at large fire incidents.

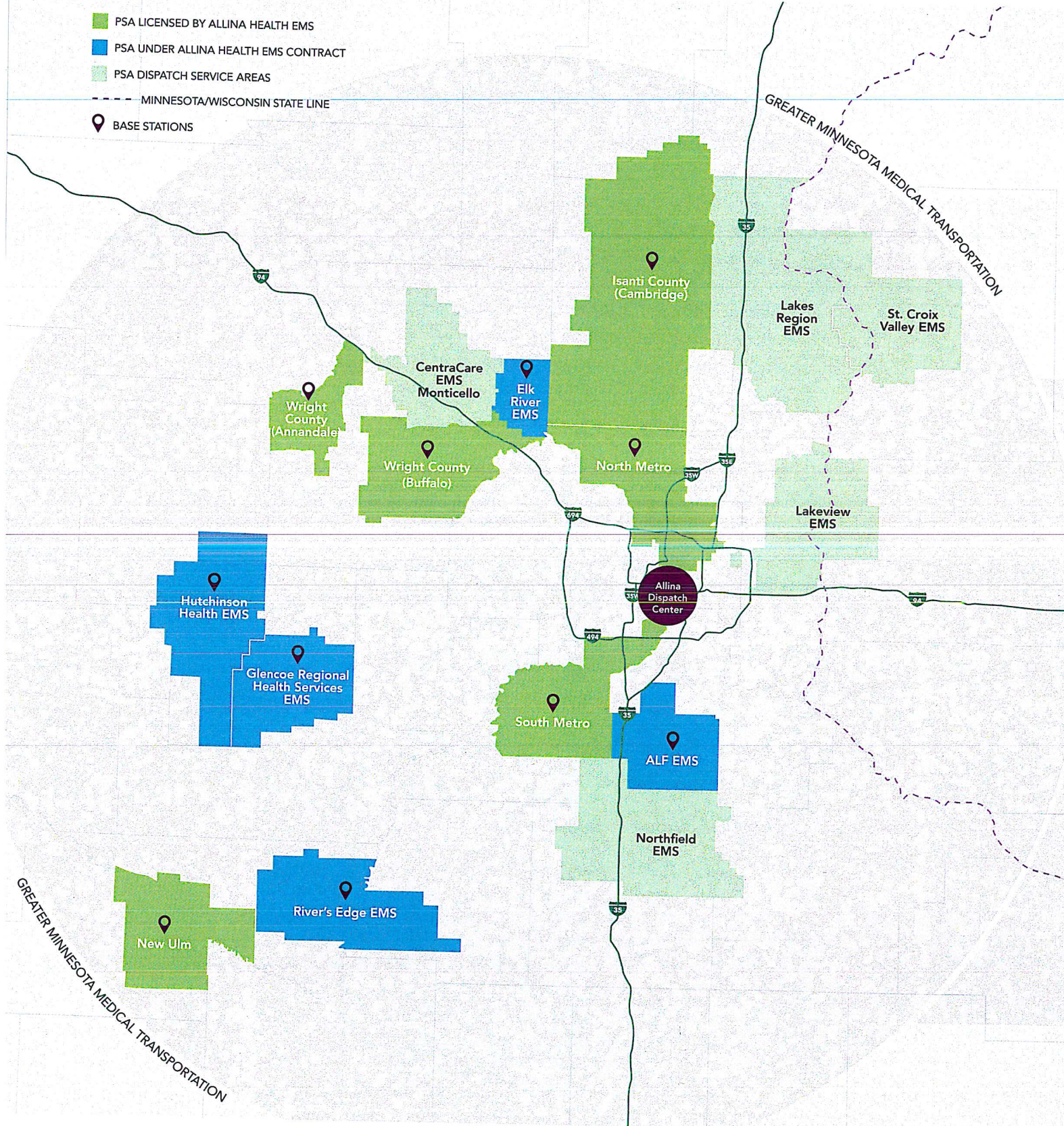


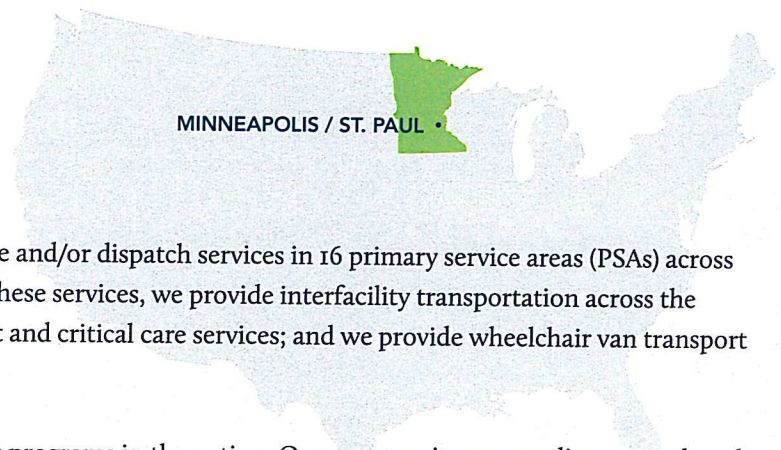
"People ask me all the time why Allina has been so successful. There's no secret sauce—we just treat people well."

—Kevin Miller, Allina Health EMS director of operations

Our partnerships with fire and law enforcement agencies across the state ensure regular communication and the best possible support for the communities we serve.

ALLINA HEALTH EMS PRIMARY RESPONSE AREAS





Allina Health EMS provides 911 emergency response and/or dispatch services in 16 primary service areas (PSAs) across Minnesota and western Wisconsin. In addition to these services, we provide interfacility transportation across the region with basic life support, advanced life support and critical care services; and we provide wheelchair van transport services for non-ambulatory Allina health patients.

We also boast one of the few community paramedic programs in the nation. Our community paramedics serve a largely preventive and educational role, visiting patients in their homes with the aim of reducing hospital readmissions and emergency department visits. And we operate a neonatal intensive care unit transportation service in collaboration with our partners at Children's Hospitals and Clinics of Minnesota.

Here is a snapshot of our PSA's, including our partner agencies.

AREA POPULATION

ALF EMS

POPULATION 139,200
911 CALLS 7,400

CENTRACARE EMS

POPULATION 47,100
911 CALLS 2,300

ELK RIVER EMS

POPULATION 37,600
911 CALLS 2,200

GLENCOE REGIONAL HEALTH SERVICES EMS

POPULATION 9,500
911 CALLS 500

HUTCHINSON HEALTH EMS

POPULATION 20,100
911 CALLS 1,300

ISANTI COUNTY (CAMBRIDGE)

POPULATION 102,400
911 CALLS 4,600

LAKES REGION EMS

POPULATION 44,800
911 CALLS 1,075 (Sept-Dec)

LAKEVIEW EMS

POPULATION 78,200
911 CALLS 5,400

NEW ULM

POPULATION 16,800
911 CALLS 860

NORTH METRO

POPULATION 410,500
911 CALLS 36,500

NORTHFIELD EMS

POPULATION 43,600
911 CALLS 2,100

RIVER'S EDGE EMS

POPULATION 17,300
911 CALLS No 2016 Data

SOUTH METRO

POPULATION 192,700
911 CALLS 18,800

ST. CROIX VALLEY EMS

POPULATION 14,200
911 CALLS 350 (Sept-Dec)

WRIGHT COUNTY (ANNANDALE)

POPULATION 8,600
911 CALLS 3,600

WRIGHT COUNTY (BUFFALO)

POPULATION 64,900
911 CALLS 3,600

HELPING TO EDUCATE, TRAIN AND PREPARE

Another way Allina Health EMS is working to support communities like Bloomington and Hutchinson is by educating, training and preparing first responders, EMTs and other public safety professionals to work together. For instance, the Allina Health EMS team has instituted a region-wide deployment plan to re-supply or back-fill trucks and personnel in one area, if necessary, due to high patient transfer or 911 call volumes. Allina Health EMS also aims to bolster the work of local responders by offering refresher courses for first responders and EMTs to maintain their certification.

Allina Health EMS also provides collaborative training in disaster response for local first responders; EMTs; hospitals; public safety teams, including police; and for mass casualty incidents (MCIs) and active shooter events. In the case of active shooter events, close collaboration between agencies is critical to saving lives. EMS professionals are trained in how to collaborate with law enforcement officials, who are responsible for securing the scene. Law enforcement officials, likewise, get training in basic lifesaving techniques to help victims at the scene.



All of our employees, from our medical directors to our maintenance staff and everyone in between, believe in our overriding goal: excellent patient care delivered with compassion.



Our paramedics and EMTs know that a smile, an extra blanket and a reassuring hand are just as important to our patients as the clinical care they receive.

In Hutchinson, the Allina team has worked with the Hutchinson Health team to run drills on MCIs as well as decontamination events and natural disasters such as tornadoes. “We have a large 3M facility in Hutchinson where they deal with a lot of chemicals,” says Patrick Egan, EMS operations manager for Allina Health EMS. “We try to drill on a decontamination event every few years so we have a good understanding of the types of patients we would be taking on if an accident occurred.”

TREATING PEOPLE WELL EVERYWHERE

Many Allina Health EMS employees say one of the big keys to the company’s success in partnerships is the team’s reputation for treating people well and being easy to work with. “People ask me all the time why Allina has been so successful,” says Kevin Miller, director of operations for Allina Health EMS. “There’s no secret sauce—we just treat people well. What makes people happy about their workplace? Good equipment, competitive pay, and leaders who listen and don’t judge right out of the gate.”

Our partnerships are built on long-term relationships that help us work together more efficiently.

Lanenberg says Allina’s culture of collaboration is driven by what he calls “Minnesota nice.” But he’s quick to point out that it’s not just about being nice; Allina Health EMS’ culture of collaboration is also driven by a commitment to open, honest communication and inclusion. “We try very hard to be transparent. We have nothing to hide,” says Lanenberg. “We want to do the very best for our cities. We want to do the very best for our partners. If we are doing something wrong, we want to know about it so we can fix it.”

Giving our time to support our communities

At Allina Health EMS, we are committed to the health and wellness of our communities. As an organization, we participate in many outreach and volunteer activities each year, and our employees donate more than 10,000 hours of their own time through a variety of events and programs. Here’s a look at a few.

The 3M Senior PGA Championship In 2016, 97 percent of the medical committee volunteers at the 3M Senior PGA Championship, an annual tournament where professional and semi-pro golfers compete to raise funds, were Allina Health employees. Allina Health received \$1.3 million from the event to support our clinical initiatives.

Freedom House Station 51 Allina Health EMS provides financial support to Freedom House Station 51, a program that recruits young men and women from diverse social and cultural backgrounds to train as EMTs. Our employees also volunteer to teach EMT classes, and we’ve hired numerous graduates since the program’s inception.

National EMS Memorial Bike Ride Allina Health EMS supported the Midwest leg of the National EMS Memorial Bike Ride, which started in Chicago and ended in the Twin Cities. The Minnesota EMS Honor Guard and Allina Health EMS employees met riders at the finish line, while Allina Health leaders served as emcees of the event and provided logistical support with our mobile communications vehicle.

Free Bikes 4 Kidz Every October, we partner with Free Bikes 4 Kidz to collect bicycles from employees and members of the community. In 2016, nearly 5,000 bikes were collected, cleaned, refurbished and then distributed to children in need throughout the Twin Cities area.

Heart Safe Communities Allina Health EMS launched Heart Safe Communities 14 years ago to help educate citizens about sudden cardiac arrest. Today, with our backing, nearly 3,000 automated external defibrillators have been placed and maintained in Minnesota and western Wisconsin, and tens of thousands of individuals have been trained to use them.

Our employees are our greatest asset

"I love being a paramedic."

"I can always count on my supervisor for support."

"My co-workers are always trying to improve themselves."

"There's nothing we can't do."

When our employees make statements like these, it must mean we're doing something right. And at Allina Health EMS, that starts with valuing our team members. From providing continuing education and chaplain services to practicing important clinical skills, from supervisors cooking dinner for their crews to helping them meet a Care Goal or an EMS Best: These are all ways we let our employees know we truly value them.



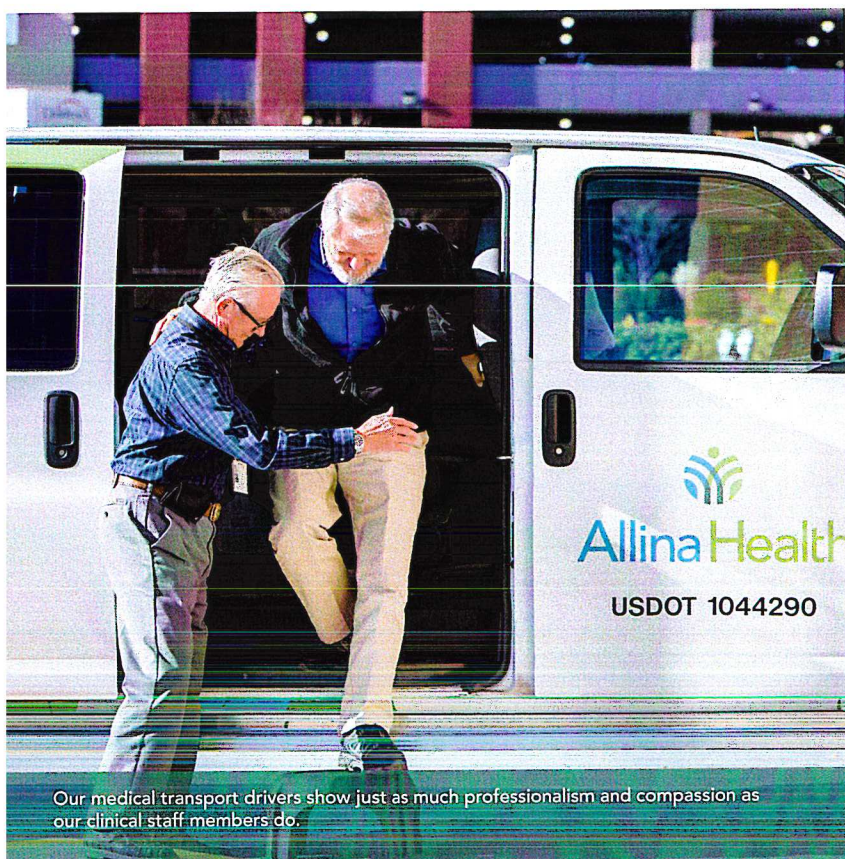
Our five core values—integrity, respect, trust, compassion and stewardship—help guide Allina Health EMS employees every day.

As our medical director, Charles Lick, MD, puts it: “We want to hire medics and EMTs who will spend their entire careers with Allina Health EMS.” This sentiment applies to our support staff as well.

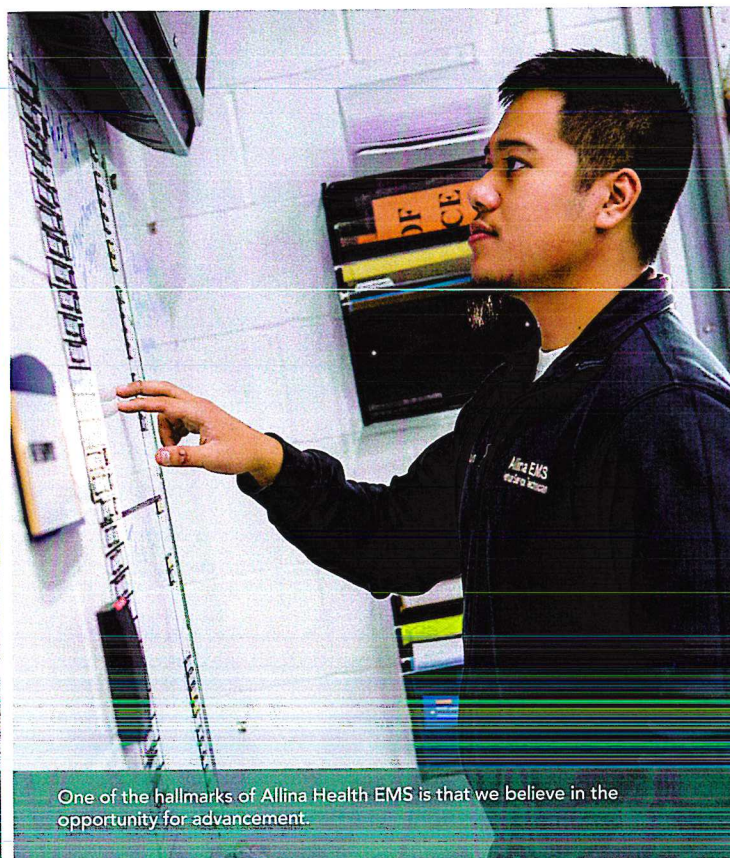
Paramedic Cassie DeRosier joined Allina Health EMS nine years ago and looks forward to moving up the ladder as her career progresses; she chose Allina because she knew there were many opportunities for further education and advancement. Beyond her desire for growth, DeRosier subscribes to Allina’s five core values of integrity, respect, trust, compassion and stewardship. “In the field, that might mean feeding a patient’s dog before we leave the house or educating our patients as we treat them,” she says.

EMT and paramedic student Clarence Fraser believes those values help him to focus on exemplary customer service. “We want to make sure every patient is very comfortable,” he says. “Imagine that we are taking care of your grandmother: How would you want her to be treated?”





Our medical transport drivers show just as much professionalism and compassion as our clinical staff members do.



One of the hallmarks of Allina Health EMS is that we believe in the opportunity for advancement.

For Gerhard Christ, those values translate to logging more than 1 million miles in his work as a driver for Greater Minnesota Medical Transportation, based out of Allina Health's New Ulm Medical Center. Christ takes patients to and from their medical appointments, and for 21 years, he has proudly covered a 100-by-200 square-mile area southwest of the Twin Cities. "I make it a point to walk my patients all the way to the door of the doctor's office or hospital wing so I can make sure they're in the right place," he says. "When people are not feeling good, they appreciate all the help they can get."

INCREASING SAFETY FOR ALL

In 2014, one of our ambulances was involved in a crash that left two of our caregivers seriously injured and killed the driver of the car that struck the ambulance. Following that terrible incident, we recognized that caring for our patients, our communities and our employees required an increased focus on ambulance safety. We involved providers,



We know that if we take good care of our employees, they in turn will take good care of our patients—and our communities.

patients, safety experts and researchers in an extensive process to develop a new ambulance design that allows us to provide care in a vehicle that is safer both for our employees and our patients.

“Our employees showed patience, understanding and appreciation for this pursuit,” says our president and EMS chief, Brian LaCroix. “Members of the design team shared blueprints and plans during staff meetings and established avenues for communication. We asked caregivers and mechanics to provide direct feedback and share ideas for further change or improvement.”

After testing three design prototypes, we launched the final design into use in September 2016. Thirteen ambulances were delivered in 2016; nine will be added in 2017, and an additional nine in 2018.

The Allina Health EMS leadership team also felt it was important to share our efforts with the state EMS Regulatory Board. “The Board embraced the need for innovation to improve the EMS care environment for our patients and clinicians,” says LaCroix. “In fact, our Regulatory Board created a work group to explore existing ambulance standards so they can recommend standards for future inclusion in Minnesota regulations.”

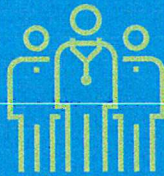
Allina Health EMS remains vigilant in our support of a culture of safety at our organization. We will continue to give our providers the safest equipment possible to support them in doing their jobs.

ALLINA HEALTH EMS BY THE NUMBERS 2016



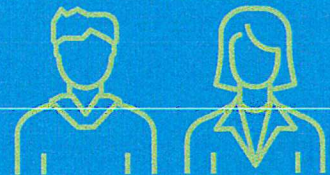
109,000

Number of times we responded to a request for ambulance service



606

Number of caregivers and support staff we employ



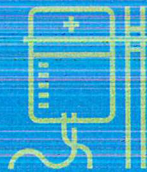
27,000

Number of Allina Health employees system-wide



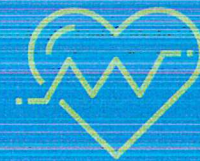
40 MILLION

Number of annual visitors to the Mall of America (within our primary service area)



28,190

Number of IVs started by our paramedics in the field (including saline lock)



595

Number of times we used the LUCAS automated CPR device



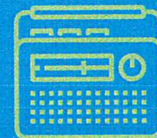
11.5

Average miles per gallon



331,652

Number of calls managed by our Dispatch Center



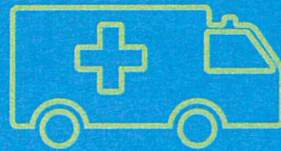
42,262,400

Number of seconds of Armer 800 MHz radio usage



1.1 MILLION

Number of full-time residents in our 911 response area



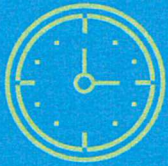
20

Percentage of Minnesotans who get an Allina Health EMS ambulance when they call 911



36 MILLION

Number of passengers traveling through Minneapolis/St. Paul International Airport annually (within our primary service area)



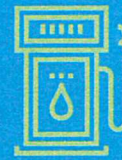
10,196

Number of hours of personal volunteer service donated by Allina Health EMS employees



4,426,628

Number of miles our ambulances drove



509,557

Gallons of fuel we used



91,886

Number of 911 calls logged



39,801

Number of callers our dispatchers provided with pre-arrival instructions



9

Number of times our dispatchers gave pre-arrival instructions over the phone to help a 911 caller deliver a baby



34

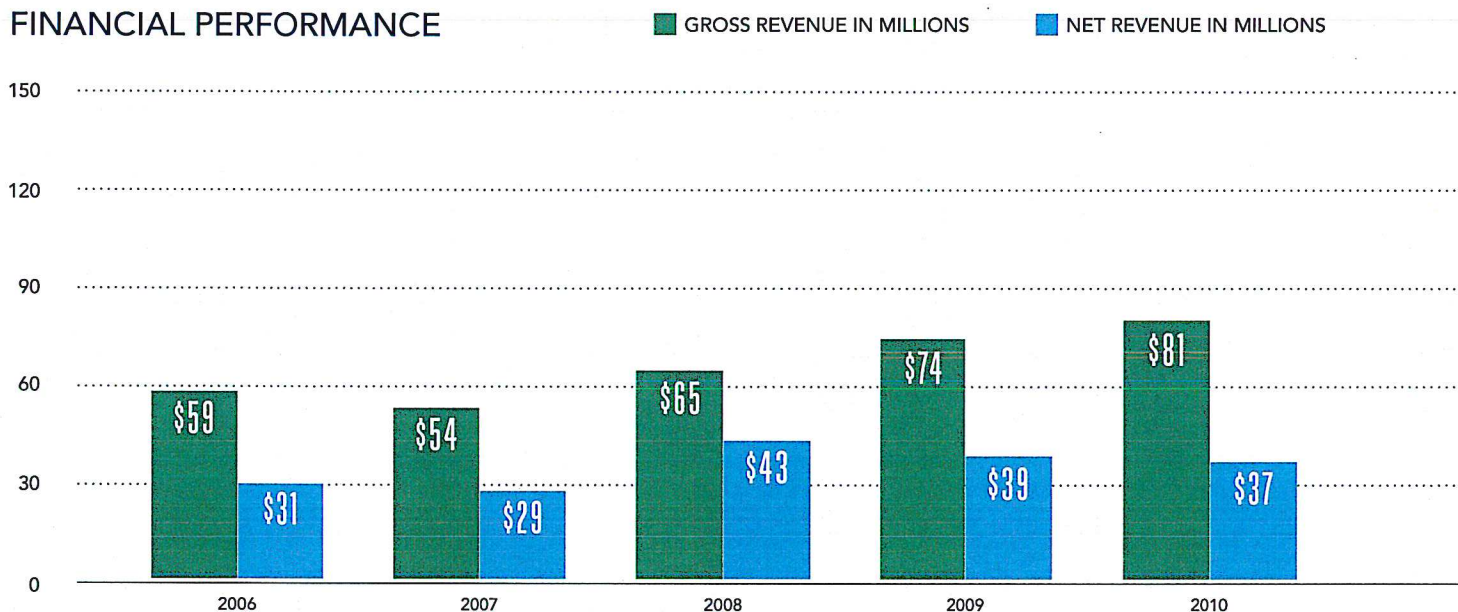
Number of babies delivered by our crews in the field

Ensuring our financial viability

Allina Health is dedicated to the prevention and treatment of illness and enhancing the greater health of individuals, families and communities throughout Minnesota and western Wisconsin. A not-for-profit health care system, Allina Health cares for patients from beginning to end-of-life through our 12 hospitals, 15 retail pharmacies, 49 rehabilitation locations and nearly 100 clinics, as well as specialty operations such as the emergency medical services division, Allina Health EMS.

At Allina Health EMS, it is our mission to serve our communities with exceptional care. And being good stewards of our finances helps us to deliver on this mission of service to our communities. Here's an overview showing how we manage our growth while maintaining a solid financial footing.

FINANCIAL PERFORMANCE



2016 REVENUE



| | | |
|------------------------|--------------|-------|
| 911 CALLS | \$49,460,875 | 70.0% |
| INTERFACILITY CALLS | \$18,341,496 | 26.0% |
| EDUCATION, ETC. | \$1,532,309 | 2.1% |
| SPECIAL TRANSPORTATION | \$1,331,885 | 1.9% |

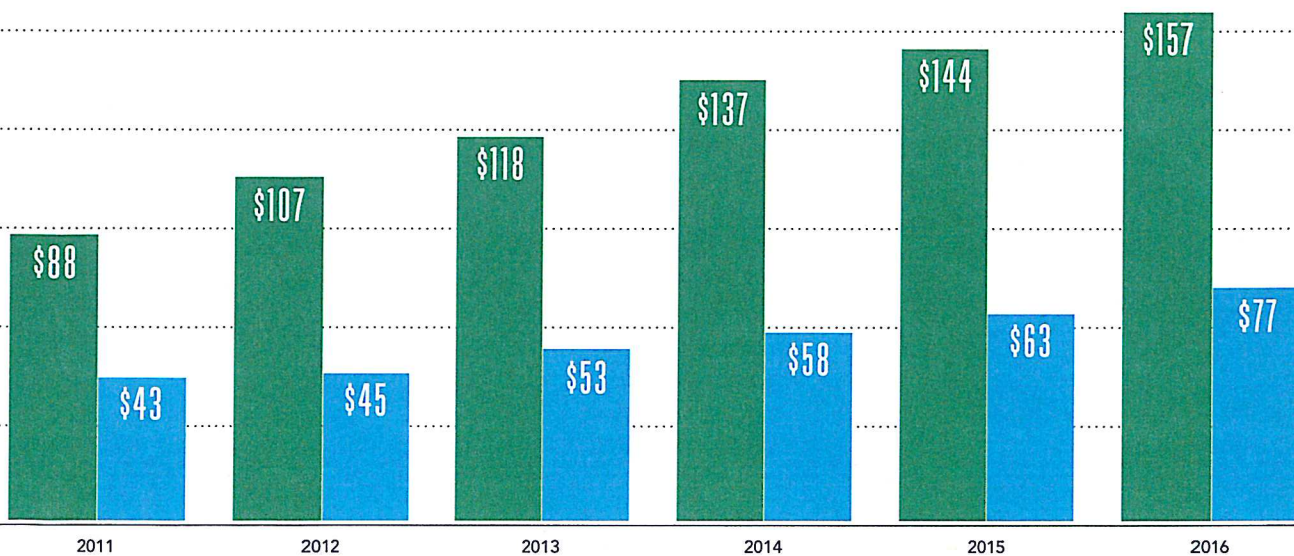
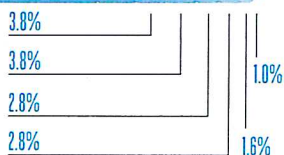
TOTAL \$70,666,565

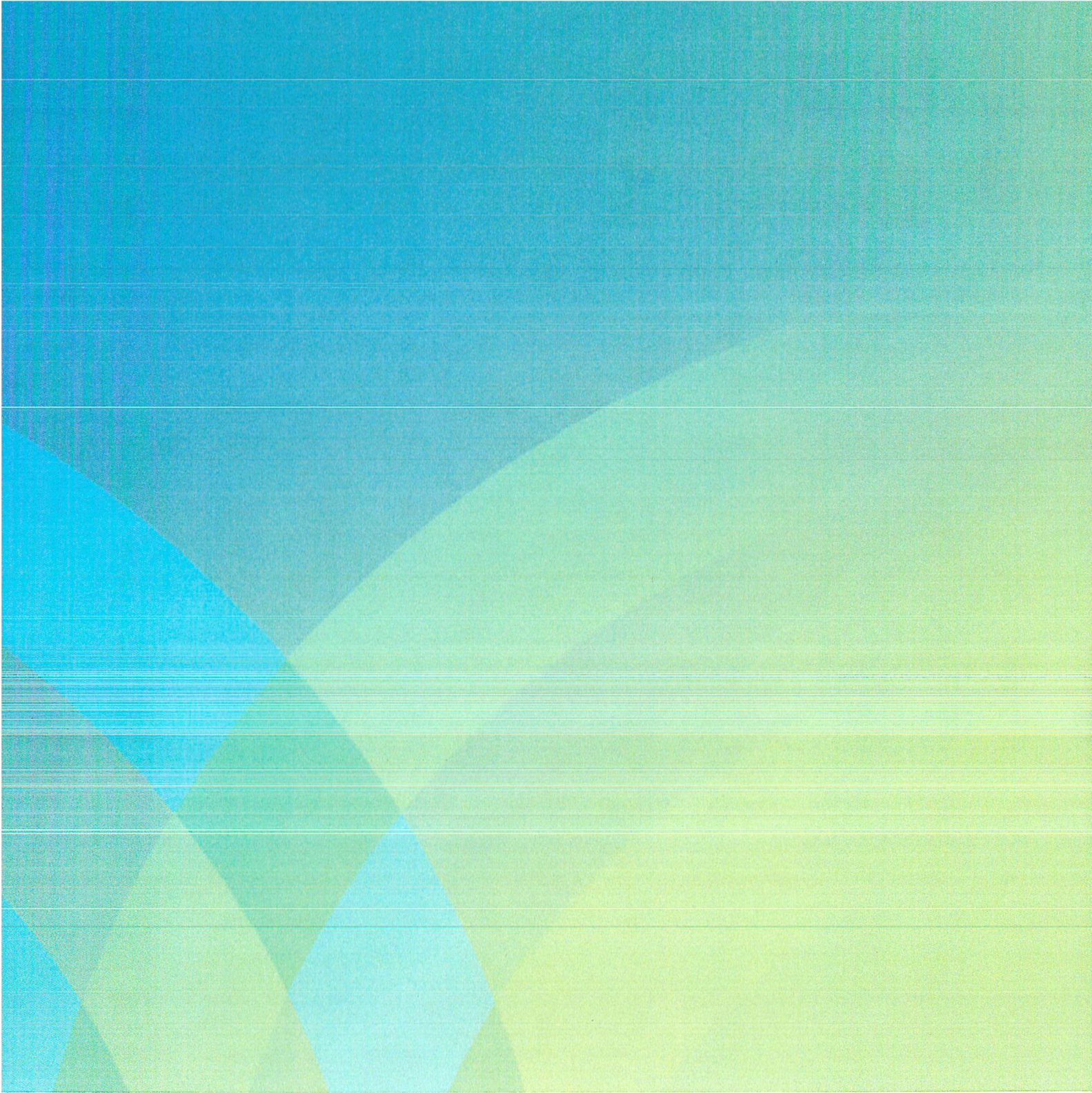
2016 EXPENSES



| | | |
|---|--------------|-------|
| SALARIES AND BENEFITS | \$37,117,147 | 52.5% |
| CAPITAL USE (VEHICLE AND EQUIPMENT PURCHASES, ETC.) | \$18,856,790 | 26.7% |
| CORPORATE LEGAL, PAYROLL, HR, IS AND FINANCING | \$3,480,336 | 4.9% |
| MN CARE TAX, INSURANCE, WORKERS' COMP, OTHER EXPENSES | \$2,669,709 | 3.8% |
| DEPRECIATION | \$2,659,561 | 3.8% |
| SUPPLIES AND DRUGS | \$2,005,104 | 2.8% |
| UTILITIES, RENT AND MAINTENANCE | \$1,994,979 | 2.8% |
| FUEL EXPENSES | \$1,136,466 | 1.6% |
| SERVICES (LAUNDRY, EQUIPMENT MAINTENANCE, MAIL SERVICE, ETC.) | \$741,148 | 1.0% |

TOTAL \$70,661,240





allinahealth.org/ems

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Mark Your Calendar for the...

Metro Cities Annual Meeting

Thursday, April 20, 2017

University Club
420 Summit Avenue, Saint Paul

5:30pm: Social Hour
with Light Hors d'oeuvres and Cash Bar

6:30pm: Guest Speakers:
Briana Biersbach (*MinnPost*) and
Patrick Condon (*Star Tribune*)

7:00pm: Metro Cities Business Meeting
Board Member and Officer elections

*There is no charge for attending the meeting, but we do
require that you RSVP by April 10th to
Kimberly@MetroCitiesMN.org or 651-215-4000.*

Speakers:

Briana Biersbach is a State Government Reporter at *MinnPost*. She writes a blog on policy and campaigns and speaks about state and legislative policies. She started her career through reporting on city government and transportation for the *Minnesota Daily* and has also worked with the *Associated Press*, *Politics in Minnesota*, *St. Paul Pioneer Press*, and *Minneapolis/St. Paul Business Journal*.

Patrick Condon has reported on government and politics for the *Star Tribune* for the past three years. Throughout his 20 years in journalism, he has covered city and state government issues in three states—North Dakota, Minnesota and Washington. He provides capitol coverage for the *Star Tribune* and covered both National Conventions last summer.

Board Nominees:

For President: Gary Hansen, Councilmember, Eagan

For Vice-President: Mary Gaasch, Mayor, Lauderdale

For New Board Members: Judy Johnson, Councilmember, Plymouth;
Robert Stewart, Councilmember, Edina; William Reynolds, City Administrator, Shakopee

For Re-Election to the Board: Kristi Luger, City Manager, Excelsior

This is a great opportunity to connect with your peers from other metro cities, get the latest news from Metro Cities, and elect those who will guide our organization through the upcoming year. Both elected officials and staff are welcome and encouraged to attend!

Capitol Update Report

To: Minnesota Municipal Beverage Association (MMBA)

From: Joseph Bagnoli
Doug Carnival

Date: April 4, 2017

Introduced Bills

Bills Introduced last week are highlighted

| <i>Bill Introductions</i> | <i>House File</i> | <i>House Author</i> | <i>Senate File</i> | <i>Senate Author</i> | <i>Notes</i> |
|---|--------------------------|----------------------------|---------------------------|-----------------------------|--|
| Sunday Sales Bills | | | | | |
| <i>Sunday Sales off-sale of Alcohol</i> | <u>30</u> | Loon | <u>1086</u> | Miller | 1/19/17 - Passed Hs Commerce – Sent to House floor HF 30 - Will be taken up on house floor 2/20/17 SF 1086 – Passed Senate Commerce – 2/23. 2/27 Passed Senate floor, sent back to House. 3/2 House concurs. 3/7 Governor Signs. |
| <i>City Option to allow off-sale on Sundays</i> | <u>31</u> | Loon | None | | |
| <i>City Option to allow off-sale on Sundays</i> | <u>128</u> | Drazkowski | <u>33</u> | Osmek | |
| <i>Allowing Sunday Sales</i> | <u>230</u> | Fenton | None | | |
| <i>Allowing Sunday Sales</i> | <u>129</u> | Drazkowski | <u>41</u> | Osmek | |
| <i>Sunday Sales of certain recreation vehicles</i> | <u>557</u> | Kresha | None | | |
| <i>Dedicating the proceeds from taxes on Sunday Sales to Chemical Dependency Program</i> | <u>1091</u> | Hansen | <u>976</u> | Klein | 3/9/17 – Heard in House Health Committee. Laid over. |
| <i>City Option to allow off-sale on Sundays</i> | None | | <u>1085</u> | Miller | |

| Off-Sale Bills | | | | | |
|---|-----------------------------|-------------|-----------------------------|-------------|--|
| Changing 3.2% Labeling Requirements "Omnibus Liquor Bill" | <u>68</u> | Hoppe | <u>444</u> | Dahms | 1/19/17 - Passed Hs Commerce – Sent to House floor. 3/6 – Recalled from Floor to House Commerce. 1/31/17 - Heard in Senate Commerce. Laid over. This bill is the bill that all other provisions were amended into. It is the Omnibus Liquor Bill. |
| Allowing internet sale of up to 2 cases of beer | <u>318</u> | S. Anderson | <u>298</u> | Housley | 2/15/17 Heard in Hs. Commerce – Laid over. ** Not included in House /Senate Omnibus |
| Regulating and Providing for direct ship wineries | <u>791</u> | Garofalo | <u>1418</u> | P. Anderson | |
| Regulating and Providing for direct ship wineries | <u>2147</u> | Loonan | None | | |
| MN Craft Distillers Bill | <u>1127</u> | Nash | <u>912</u> | Housley | 2/21 – HF 1127 Heard in Hs. Commerce – Laid over ** Portions included in House Omnibus *** Not included in Senate Omnibus |
| MN Brewers Guild Bill | <u>1078</u> | Christensen | <u>1279</u> | Housley | 2/21 – HF 1127 Heard in Hs. Commerce – Laid over ** Portions included in House Omnibus *** Not included in Senate Omnibus |
| Repealing Prohibition on Municipality Issuing multiple off-sale licenses | <u>1439</u> | S. Anderson | None | | ** Not included in House/Senate Omnibus |
| AGED Bill - Off-Sale License for micro-distilleries | <u>1691</u> | Hoppe | None | | ** Included in House Omnibus *** Not included in Senate Omnibus |
| Eliminating Municipal Liquor Stores Exclusivity | <u>1482</u> | Lucero | None | | |

| Local On-Sale License Bills | | | | | |
|--|-----------------------------|------------|-----------------------------|-----------|--|
| <i>4:00 a.m. closing for Super Bowl 2018 in Hennepin/Ramsey Cos.</i> | <u>217</u> | Dehn | <u>440</u> | Housley | 1/31/17 - Heard in Senate Commerce. Laid over. 2/15/17 – Heard in Hs. Commerce. Laid over. ** Include in House /Senate Omnibus |
| <i>Allowing on-sale at two restaurants in Mpls.</i> | <u>218</u> | Dehn | <u>188</u> | Champion | |
| <i>Allowing on-sale at a restaurant in South Mpls</i> | <u>283</u> | Hornstein | <u>267</u> | Dibble | 1/31/17 - Heard in Senate Commerce. Laid over. 2/15/17 – Heard in Hs. Commerce. Laid over. ** Include in House /Senate Omnibus |
| <i>Allowing on-sale license for a municipal golf course in New Hope</i> | <u>826</u> | Freiberg | <u>678</u> | Rest | 2/15/17 – Heard in Hs. Commerce. Laid over. ** Include in House /Senate Omnibus |
| <i>Allowing a Special Liquor License for the City of Sartell</i> | <u>1436</u> | O'Driscoll | <u>1156</u> | Fischbach | ** Include in House /Senate Omnibus |
| <i>On-Sale License to NFL training site - Eagan</i> | <u>1740</u> | R. Barr | <u>1409</u> | Klein | ** Include in House /Senate Omnibus |
| General On-Sale Bills | | | | | |
| <i>Authorizing holders of an on-sale license to provide catering service</i> | <u>720</u> | Franson | <u>501</u> | Housley | |
| <i>4:00 am closing time permanently statewide</i> | <u>1008</u> | Howe | <u>891</u> | Osmeck | 2/15/17 – Heard in Hs. Commerce. Laid over. ** Not included in House /Senate Omnibus |
| <i>Allowing Brew Pubs to Sell to Retail Licensee at the Airport</i> | <u>1050</u> | Hoppe | None | | 2/15/17 – Heard in Hs. Commerce. Laid over. ** Not included in House /Senate Omnibus |
| <i>Tip Credit/Inflation Adjustment Eliminated</i> | <u>1313</u> | Gruenhagen | None | | |
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|--|--------------------|----------|--------------------|--------------|--|
| <i>Repealing a Restriction on Holding Both Taproom and Cocktail Licenses</i> | <u>2128</u> | McDonald | <u>1752</u> | Koran | ** Not included in House /Senate Omnibus |
| <i>Authorizing St. Paul to Issue Temporary On-Sale Liquor License on State Capitol Grounds for Twin Cities Marathon</i> | <u>2312</u> | Jessup | <u>2088</u> | Dibble | ** Include in House Omnibus ** Not included in Senate Omnibus 3/22/17 Will be heard in Senate Commerce |
| General Business Bills | | | | | |
| <i>Requiring a uniform statewide minimum wage</i> | <u>180</u> | Hertaus | None | | |
| <i>Providing Uniformity for Employment Mandates: Wage, Benefits.</i> | <u>600</u> | Garofalo | <u>580</u> | Miller | 2/2/17 – Passed out of House Jobs Committee, as amended. 2/9/17 Passed out of House Gov. Ops. Committee. 2/27/17 Passed House Ways & Means Committee. Sent to Floor. 2/7/17 – Passed out of Senate Jobs Committee. 2/14/17 Passed out of Senate Local Govt. 2/15/17 Passed Senate Rules. Sent to Floor. |
| <i>Authorizing the MN Joint Underwriting Association – Dram Shop Insurance</i> | <u>1046</u> | Loonan | <u>879</u> | Utke | 2/28 – Passed Senate Commerce. Sent to Floor. 3/15 Passed House Commerce. Sent to Floor. |
| <i>Preempting Cites from Banning Plastic Bags</i> | <u>1504</u> | Nash | <u>1195</u> | Ingebrigtsen | 3/2 – Passed Hs. Gov. Ops. Sent to Hs. Tax. 2/20 – Passed Senate Local. Sent to Senate Environment. Included in Senate Environment Omnibus Bill – SF |

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|---|-----------------------------|-------------|-----------------------------|--------------|---|
| ADA Bill – Requiring Notification | <u>1542</u> | Smith | <u>1407</u> | Relph | Passed House Civil Law Committee – Sent to Floor Passed Senate Judiciary Committee – Sent to Floor. |
| Tax Provisions | | | | | |
| Providing a vendor allowance to businesses that collect sales tax | <u>186</u> | Nash | <u>237</u> | Jensen | 2/7/17 Heard in Senate Tax. Laid over for possible inclusion in Tax bill. Not Included in House or Senate Tax Bill |
| Charitable Gambling – Changing Tax Calculation | <u>226</u> | Dettmer | <u>419</u> | Nelson | 2/8/17 – Passed House Commerce Committee. 2/15/17 Heard in House Tax. Laid over for possible inclusion in Tax bill. Included in House Tax bill. |
| Repeals June Accelerated Tax Payments | <u>138</u> | Knoblach | <u>379</u> | Relph | 2/7/17 Heard in Senate Tax. Laid over for possible inclusion in Tax bill Not Included in House or Senate Tax Bill. |
| North Mankato to impose local food and beverage tax | <u>613</u> | Johnson, C. | <u>521</u> | Frentz | |
| Sales Tax Exemption for certain meals and drinks and capital equipment | <u>908</u> | McDonald | <u>789</u> | Jensen | 2/15 Heard in House Tax. Laid over for possible inclusion in Tax bill. Not Included in House or Senate Tax Bill |
| Providing a Credit for Small Wineries | <u>1124</u> | Franson | <u>866</u> | Ingebrigtsen | 3/9 Heard in Senate Tax Committee. Wine Institute testified Against. Laid over for potential inclusion in Tax bill. Included in Senate Tax Bill. Not included in House Tax bill. |
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|--|-------------|------------|-------------|-------------|---|
| <i>Sales & Use – Establishing Sales Tax Collection Duties – Marketplace Providers and Certain Retailers</i> | <u>2143</u> | Davids | <u>1164</u> | Rest | Not Included in House or Senate Tax Bill |
| <i>Tax Delinquency – Providing guidelines for payment plans</i> | <u>1253</u> | West | None | | |
| <i>Lawful Gambling Taxes – Modifying the Calculation</i> | None | | <u>1069</u> | Pratt | |
| <i>Sale Tax Collection – Marketplace providers and certain Retailers</i> | <u>1854</u> | Davids | <u>1480</u> | Chamberlain | Not Included in House or Senate Tax Bill |
| Other | | | | | |
| <i>Eliminating the Alcohol and other Drug Abuse Advisory Council</i> | <u>592</u> | Drazkowski | None | | |
| <i>Changing Legal Drinking Age to 19</i> | <u>1049</u> | Hoppe | None | | |
| <i>Authorizing persons under 21 Serving in the Armed Forces to consume, purchase or possess alcohol</i> | <u>1213</u> | McDonald | None | | |
| <i>Clarifying Certain Prize Provisions of the Lottery – Budget and Expenses</i> | <u>1418</u> | R. Barr | <u>1573</u> | Jasinski | |
| <i>Establishing the MN Wine Promotion, Education and Development Council</i> | <u>1831</u> | Loonan | None | | |

Currently

Over the past week, and during this week, the legislature has been assembling their budget bills in advance of the upcoming Passover/Easter break which begins on Friday, April 7. The legislature resumes at 8:00 a.m. on Tuesday, April 18.

While the legislature has assembled these bills activity on other legislation has largely gone silent.

Various Issues Status

Pre-Emption / Uniform Labor Standards

The legislation that would preempt city ordinances that increase the minimum wage or impose benefit requirements on businesses operating within their city and require that

wage and benefits be set at the state level is currently sitting on the floor of the House and Senate.

The expectation is that this legislation will be acted upon after the break. Currently, the Governor has indicated that he opposes the legislation. However, he has not said that he would veto it.

Most believe that this legislation will be part of a broader conversation/negotiation with the Governor at the end of session.

Plastic Bags

Legislation exists in a variety of bills that would prohibit local units of government from banning plastic bags, or requiring businesses to charge for the use of paper bags.

*Subd. 3. **Prohibition; bag ban or tax.** Notwithstanding any other provision of law, no political subdivision shall impose any ban, fee, or tax upon the use of paper, plastic, or reusable bags for packaging of any item or good purchased from a merchant, itinerant vendor, or peddler.*

***EFFECTIVE DATE.** This section is effective May 31, 2017. Ordinances existing on the effective date of this section that would be prohibited under this section are invalid as of the effective date of this section.*

June Accelerated Sales Tax Repeal / Vendor Allowance for collection of sales tax

Neither of these provisions were included in either the House or Senate Tax bill.

ADA Lawsuits

Legislation has been introduced that would require notice to be provided to a business that they were in violation of the ADA prior to a lawsuit being commenced. This legislation is on the House and Senate floors respectively.

Exemption of first \$100,000/\$200,000 of value from statewide property tax

For purposes of the statewide property tax on commercial property, the House Tax bill exempts the first \$200,000 of value of the property from taxation. The Senate Tax bill exempts the first \$100,000 of value of the property from taxation.

Charitable Gambling

Under current law, charitable gambling organizations must pay tax on receipts donated to a charitable purpose. The House Tax bill would exempt these donations from the gross receipts tax. This provides a small amount of relief to charitable gambling organizations.

Omnibus Liquor Bills

The House and Senate Omnibus liquor bills contain a variety of provisions relating to the off and on sale of alcohol.

The specific provisions that are controversial include: Craft Brewery requested Changes and Craft Distillery requested changes.

Craft Brewers

The craft brewer's proposals affect liquor stores.

1. Redefine the size of a growler to be any size container from 22 ounces to 2 liters.
 - the current size of 750 ml / 64 ounces are unusual sizes that don't compete that directly with liquor store offerings. The closer you get to "normal" sizes the more a brewery becomes a liquor store.
2. redefines the size of brewery that may sell growlers to be a brewery that makes 40,000 barrels.
 - currently, a brewery that makes under 20,000 barrels can sell growlers. Off-sale growler sales were intended as a means of marketing the product. Four years ago, at the request of Fulton Brewery, the size of brewery that could sell growlers increased from 3,500 barrels to 20,000 barrels. Simultaneously, the self-distribution level was moved from 25,000 barrels to 20,000 barrels on the belief that at approximately 20,000 barrels was when a brewery could no longer self-distribute and they became a "big" brewery.
 - The 20,000 number was set on the advice of existing bigger breweries - Summit. To move above this essentially allows very big breweries to still sell growlers.
 - Only 5 breweries are over 20,000 barrels. Summit/Schells - 150 barrels, Third Street/Surly - 80,000 barrels and Fulton - 27,000 barrels.
3. Changes the volume of beer that can be sold off-sale in growlers from 500 barrels to 750 barrels.
 - One brewery is up against the cap - Dangerous Man. They want different sizes of growlers and to be able to sell more of them. Brewery/liquor store.

Distilleries

1. Currently, a distillery can sell one 375 ml per day to a customer.
 - the bill changes this to bottles of any size and no limitation on how many can be sold per day.