



**CITY COUNCIL AGENDA
MONDAY, DECEMBER 16, 2019
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 – December 2, 2019
 - B. Disbursements
 1. General Operations Disbursement Claim No. 19-21 \$995,673.41
 - C. Budget to Date/Statement of Fund Balance (November)
 - D. Approval of Contract with SafeAssure Consultants for Safety Training
 - E. December 2019 Invoice for November 2019 Services - MNSPECT
 - F. Business Licenses
 1. Pawn Shop
 2. Massage Therapy
 - G. Contractor's Licenses
 - H. Sign Permit
 - I. Correspondence
7. POLICE REPORT
8. PARKS AND RECREATION REPORT
9. ORDINANCES AND/OR RESOLUTIONS
 - A. Ordinance No. 461 An Ordinance Amending Fee Schedule
 - B. Resolution 19-44 Adopting Final 2019 Taxes Collectable in 2020
 - C. Resolution 19-45 Adopting 2020 General Fund Budget
10. NEW BUSINESS
 - A. Approval of 2020-2024 Capital Improvement Plan
 - B. Authorize Storm Water Utility Study
 - C. Ratify I.U.O.E. Local 49 Union Contract
 - D. Ratify Local #265 – Sergeants Union Contract
 - E. Establish Wage Rates for Non-Bargained Employees and Department Heads for 2020 and 2021
11. ENGINEER'S REPORT
12. ATTORNEY'S REPORT
13. REPORTS
 - A. Administrator Reports
 - B. Closed Session for 525 Osborne Road NE
14. OTHER
15. 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 December 2, 2019 at the Spring Lake Park Community Center, 1301 81st Avenue N.E., at 7:00 P.M.

1. Call to Order

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

2. Roll Call

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

Members Absent: None

Staff Present: Police Chief Ebeltoft; Public Works Director Randall; Building Inspector Baker; City Planner Carlson; Engineer Gravel; Fire Chief Smith; Parks and Recreation Director Okey and Administrator Buchholtz

Visitors: Mary Sholl, Prince of Peace
John Herman, 7807 Monroe Street NE
Myron Weber, Spring Lake Park Resident
Barb Rushacho, Spring Lake Park Resident
Virgil Rose, Anoka
Dan Super, Realtor, Spring Lake Park
Josh Pomerleau, JP Brooks Inc. (via phone)
Gene Berner, Spring Lake Park Resident

3. Pledge of Allegiance

4. Additions or Corrections to Agenda - None

5. Discussion From The Floor

Fire Chief Smith expressed condolences from the Fire Department to the family who recently lost family members in the fire in late November. He thanked Chief Ebeltoft and the Police Department for their assistance and for the continued service to the community.

Chief Smith reviewed the Fire Safety program that the Spring Lake Park Blaine Mounds View Fire Department provides to the residents. He explained the program, Community Risk Reduction, offers public education, presentations, safety surveys at properties and response and mitigation. He reported that through these services offered, the Fire Department visited 15 homes in Spring Lake Park and installed 21 smoke detectors in the homes recently. He stated that there was interest from the residents in having a home safety survey conducted.

Chief Smith reviewed the top fire causes and reminded residents to check their home smoke detectors two times a year.

6. Consent Agenda:

Mayor Nelson reviewed the following Consent Agenda items:

- A. Approval of Minutes – November 18, 2019
- B. Budget to Date (October) / Statement of Fund Balance
- C. Fourth Quarter Billing 2020 Payable 2021 Property Tax Assessment – Ken Tolzmann
- D. Anoka County Regional Economical Development 2020 Voluntary Cost Sharing Agreement
- E. Resolution 19-42 Certifying Delinquent Accounts – Anoka County
- F. Business Licenses
 - 1. Used Car Licenses
 - 2. Dance Licenses
 - 3. Liquor Licenses
 - 4. Tobacco Licenses
- G. Contactor's Licenses

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

7. PUBLIC HEARINGSA. Truth in Taxation for 2020

Mayor Nelson opened the public hearing to discuss the 2020 proposed budget and tax levy at 7:35 PM.

Administrator Buchholtz reviewed the following visuals:

- Graphs showing the 2019 to 2020 Revenue and Expenditure Comparisons
- Pie Chart for 2020 Revenues
- Pie Chart for 2020 Expenditures
- 2020 Budget Highlights

Administrator Buchholtz stated the proposed levy increase is 3.48%, of which the General Government levy will increase by 3.65%. He stated that overall General Fund spending is set to increase by 4.87%. He stated that the City's tax rate will decrease from 48.79% in 2019 to 48.31% in 2020. He reported that the City will be receiving Local Government Aid (LGA) and outlined how these funds will be used as follows: 1.) Fund general fund expenditures; 2.) Buy down debt service levy; 3.) Purchase capital equipment; 4.) Fund State/Federal storm water mandates; 5.) Radio Replacement Fund; 6.) Reduce severance liability; 7.) 2020 Election expenses and phase out liquor store transfer.

Administrator Buchholtz reported that cost drivers for the 2020 budget included increases in wages and benefits for City staff, health insurance program increases, increase in I.T. infrastructure costs for the City and the phase-out of the Municipal Liquor Store transfer.

Mayor Nelson opened the Public Hearing for comments from the floor at 7:42 PM. No comments were given.

Mayor Nelson closed the Public Hearing at 7:42 PM.

MOTION MADE BY MAYOR NELSON TO CLOSE 2020 TRUTH IN TAXATION HEARING. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

B. Interim Ordinance Establishing A Moratorium On Two-Family Dwellings in the R-1 Zoning District

Administrator Buchholtz reported that Mayor Nelson has requested that staff begin the process of having the City Council approve an interim ordinance to establish a moratorium on the issuance of new conditional use permits to allow two family dwellings in the R-1, Single Family Residential, Zoning District.

Administrator Buchholtz reported that the interim ordinance would establish a moratorium on any new conditional use permits permitting two-family dwellings in the R-1 Zoning District to provide the City time to study the impact of two-family dwellings on existing single-family neighborhoods. He stated that the ordinance needs to be passed by a majority vote of all members of the City Council. He stated that the ordinance would take effect upon its publication and the moratorium would last for one year. He stated that if the study is completed early, the moratorium can be ended prior to the end of the one-year period.

Mayor Nelson stated that he is requesting the study to be done so that vacant land in the City remains zoned properly and used in the best capacity.

Councilmember Delfs inquired who would conduct the study. Administrator Buchholtz stated that the City Planner would be directed to conduct the study and a detailed planning report would be presented to the Planning Commission and City Council. He stated that the City Council would review it and provide direction for any amendments to ordinances.

Councilmember Goodboe-Bisschoff inquired what the cost of the study would be. Administrator Buchholtz stated that the cost would be associated with the time for research and reports done by the City Planner. He stated that he would solicit a proposal from the City Planner and preset it to the City Council for approval before proceeding.

Councilmember Goodboe-Bisschoff inquired as to how many duplex homes are currently in the City. Administrator Buchholtz stated that he would need to research that number.

Mayor Nelson opened the Public Hearing for discussion from the floor at 7:53 PM.

Hearing no public comment, Mayor Nelson closed the Public Hearing at 7:53 PM.

8. Public Works Report

Public Works Director Randall reported that the Public Works Department has been collecting garbage and recycling in the parks on a daily basis. He reported that the tennis and volleyball nets have been removed and stored for the winter. He stated that all hydrants have been rechecked and drained since the street sweeping process is completed.

Mr. Randall reported that the Department plowed and salted three times in November and the catch basins near Triangle Park have been cleaned.

Mayor Nelson reported that he noticed the repair to the sink hole on 81st Avenue and Monroe Street appears to be sinking again. Mr. Randall stated that he noticed it as well and will be going down the manhole to check the condition of the road and repair that was made. He stated that he will update the Council once they determine

the reason for the sinking.

9. Code Enforcement Report

Building Inspector Baker stated that in November 2019, 17 building permits, one fire suppression, 14 mechanical, seven plumbing and four zoning permits were issued for a total of 43 permits compared to a total of 48 in 2018. He reported that the Code Enforcement Department conducted 49 inspections in the month of November including 18 rentals, five zoning, 19 nuisance and seven fire inspections.

Mr. Baker reported that in the month of November, the Code Enforcement Department posted one abandoned property and issued four administrative tickets all pertaining to nuisance violations.

Mr. Baker reported that on November 20, 2019, he took his Building Official Limited Exam and he received confirmation that he has successfully passed his exam. He stated that he is now able to conduct building inspections on one and two-family homes.

Mr. Baker stated that he has been working diligently with the Spring Lake Park Police Department in efforts to reduce/eliminate any regular nuisance offenders in both residential and commercial. He stated that the patrol officers are a tremendous help during business hours, but more importantly outside of normal business hours.

Mr. Baker reported that the Hy-Vee gas station is getting very close to opening. He stated that he has completed both the fire suppression and fire alarm finals. He reported that the order for the new Code Enforcement vehicle has been placed.

Mr. Baker reported that he attended the Council meeting on November 4 and 19; a Department meeting on November 5; took his Building Official Limited Test on November 20; attended Anoka County court for a subpoena on November 25 and attended a meeting with Spring Lake Terrace on November 26.

Mayor Nelson congratulated Mr. Baker on successfully passing his Building Official Limited Test and for the all the work he has done since he started with the City.

10. Ordinances And/Or Resolutions

A. Ordinance 459 Amending the Official Zoning Map of the City of Spring Lake Park and Creating a New Planned Unit Development District

City Planner Carlson provided an overview of the preliminary plat and planned unit development applications for the north 300' of the property located at 7700 Monroe Street NE, property which is currently owned by Prince of Peace Church but is under contract with JP Brooks Homes, Inc. He reported that the request was heard by the Planning Commission at their October 28 and November 25, 2019, meetings.

Mr. Carlson provided the Councilmembers key points to consider with this request. He stated that the Council should consider: 1) The project proposes lots that are narrower than the City's 75-foot standard, but at 50 feet are still within the range of reasonably sized lots in this market. The total lot area exceeds the City standards of 10,000 square feet; 2) The church is looking to raise revenue by selling off this open and little used land; 3) The economic reality of the real estate market today in Spring Lake Park is that it is difficult to build new single-family homes on full 75-foot lots considering the cost of the land. The trend to a smaller lot is commonplace. Developing four standard lots on this property is not economically

feasible. The likely choice is more development on the land or none and 4) For any PUD there should be a give and take – some flexibility in development standards for the developer and some benefits to the City of future residents. The flexibility to the developer is to the lot width and side setbacks; the benefits to the City include more tax base, keeping the property in single family homes, and benefitting the church, a valued community institution.

Mr. Carlson reported that there are five options for the land including: Option A – Four Single Family lots; Option B Six Single Family lots with Cul-de-Sac; Option C Twin Homes with CUP; Option D PUD with Narrow Lots; Option E Hypothetical 8 – Lot Plat.

Councilmember Goodboe-Bisschoff stated that she is in favor of the cul-de-sac option and inquired why the builder does not think it is a feasible option. Mr. Pomerleau stated that when the preliminary work was being done on the number of lots and realized that it would be lower density homes going into the space it would not be economically feasible for a cul-de-sac option.

Councilmember Goodboe-Bisschoff inquired what the layout style would be for the homes. Mr. Pomerleau stated that the home style is split entry with finished basements and two or three car garages in the \$300,000 price range. He stated that the color scheme could be varied so that no two homes are identical in color built next to each other.

Mr. Carlson stated that conditions can be added to the PUD to state there needs to specific style and color to the homes that will be built on these lots.

Councilmember Goodboe-Bisschoff inquired on where the financing for the project will come from. Mr. Pomerleau stated that financing has been approved by 21st Century Bank for the project.

Mayor Nelson stated that installing a cul-de-sac would involve tearing up Monroe Street. He inquired about the utility stub to the property.

Administrator Buchholtz reported that in 2013/2014, when the Monroe Street project was taking place, Prince of Peace requested that their road assessment be deferred knowing that the assessment would need to be paid at the time the land was sold. He stated that the church was in discussion at that time for the sale of the unused property. He stated that during the project water and sewer was stubbed into the property for future development of homes. He stated that this was done so infrastructure costs for development of the site rather than tear up the road again.

Councilmember Goodboe-Bisschoff inquired on what the cost of a cul-de-sac would be. Mr. Gravel estimated the cost to \$200,000. He stated that it would add about \$35,000 to the cost of each lot.

Mr. Carlson stated that it would be more economical to put six lots on the frontage without the cul-de-sac. He stated that the home cost would need to increase more if the cul-de-sac was installed or a lesser quality home would need to be built.

Councilmember Dircks inquired if a private drive option into the cul-de-sac was researched. Mr. Pomerleau stated that it was researched but the cost was over \$100,000 and they realized that it was not a good option since there was no interest from the City to have more than six homes on this property.

Councilmember Goodboe-Bisschoff stated that she was concerned with the traffic that would be backing onto Monroe Street. Mayor Nelson stated that all the homes have driveways on Monroe Street. He stated that a

cul-de-sac would be expensive and the church would lose out on funds because of it.

Councilmember Dircks noted that she was not part of all the earlier discussions on the development of the land therefore; her concern is that the proposed development is the most desirable and reasonable for the community and the residents.

John Herman, 7807 Monroe Street NE, stated that he feels that six homes on the proposed lot size is too many. He stated that he has many concerns as to what the new homes will do to the existing homes and the neighborhood.

Mr. Pomerleau explained that he understands the neighborhood is upset with the proposal; however, he feels that single family homes will tie into the neighborhood better than multi-family homes would. He stated that it will be a harder sell for the homes since they will be looking at the church parking lot.

Virgil Rose, Prince of Peace, reported that the church assembly voted to sell the property due to the cost of the Monroe Street assessment and the lack of use of the property now that the school is no longer in existence at the church. He stated that the land has been vacant for many years and the church no longer has the equipment to maintain the property. He expressed his opinion that the proposed development would benefit the church and the City.

Councilmember Goodboe-Bisschoff inquired if there is any grant money available to create a cul-de-sac. Administrator Buchholtz stated that there could be financing available, however; there would income restrictions on the financing.

Quinton Rusk, 658 78th Avenue NE, expressed his concern with the closeness of the proposed homes and inquired if the utility infrastructure could handle that many homes that close together. He also expressed his concern with fire safety. Administrator Buchholtz stated that the water and sewer system is equipped for the proposed development. Chief Smith stated that the Fire Department is trained for homes that are built that closely and does not see the proposed development as a safety concern.

Gene Berner, Spring Lake Park, encouraged the City Council to approve the preliminary plat PUD. He stated that it is hard to maintain the baseball fields on the property as the church no longer has the equipment and the proposed development would bring new members into the community and possibly the church.

Dan Super, Realtor, reported that a lot of research has been done on the proposed property. He stated that the church is on a tight time frame for closing on the property and one extension has already been granted for the delaying of the closing on the property. He stated that the six homes are the best option for the property. He reminded the Council that the other option would be four twin homes which would result in eight smaller homes.

Mayor Nelson inquired if the pond on the property would be a dry pond. City Engineer Gravel responded affirmatively.

Councilmember Goodboe-Bisschoff inquired as to what the water table depth is for the property. Mr. Gravel stated that water table depth is unknown and it is not part of the proposal at this time.

MOTION MADE BY COUNCILMEMBER WENDLING TO APPROVE ORDINANCE 459 AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF SPRING LAKE PARK AND CREATING A PLANNED UNIT DEVELOPMENT DISTRICT. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

B. Resolution 19-43 Approving Preliminary Plat for JP Books Homes

MOTION MADE BY COUNCILMEMBER WENDLING TO APPROVE RESOLUTION 19-43 APPROVING PRELIMINARY PLAT FOR JP BROOKS HOMES WITH THE APPROVAL OF WATERSHED DISTRICT AND SITE IMPROVEMENT PLAN APPROVAL BY CITY ENGINEER AND PUBLIC WORKS DIRECTOR. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

C. Ordinance 460 An Interim Ordinance Establishing A Moratorium Temporarily Prohibiting Approval of Conditional Use Permits For Two-family Dwelling in the R-1 Zoning District

MOTION MADE BY MAYOR NELSON TO APPROVE ORDINANCE 460 AN INTERIM ORDINANCE ESTABLISHING A MORATORIUM TEMPORARILY PROHIBITING APPROVAL OF CONDITIONAL USE PERMITS FOR TWO-FAMILY DWELLINGS IN THE R-1 ZONING DISTRICT. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

11. Engineer's Report - None

12. Attorney's Report - None

13. Reports

A. Beyond the Yellow Ribbon Report

Mayor Nelson reported that the Beyond the Yellow Ribbon Committee had a successful year. He reminded residents that there will not be a pork chop dinner in the month of December.

Mayor Nelson reported that there will be drop off bins for Toys for Military families at four locations including a drop off location at City Hall.

14. Other

Councilmember Wendling inquired if there have been any problems or calls regarding coyotes in the City. Chief Ebeltoft reported that there have not been any calls however, coyotes and other wildlife do exist in the City. He stated that residents should call the Police should they spot an injured or sick wild animal.

A. Administrator Reports

Administrator Buchholtz reported that he attended a preconstruction meeting for the Garfield Pond project. He stated that the contractors are anxious to start the project and the contracts are currently being reviewed with the City Attorney.

Administrator Buchholtz reported that Hy-Vee will be submitting the interior design plans mid-January. He congratulated Building Inspector Baker on passing his exam. He reported that the 60-day notice was sent to MNSPECT to terminate the contract with them effective January 17, 2020.

B. Closed Session to Discuss Sale of 525 Osborne Road NE

MOTION MADE BY COUNCILMEMBER DIRCKS TO CLOSE THE REGULAR COUNCIL MEETING TO DISCUSS THE SALE OF 525 OSBORNE ROAD NE. VOICE VOTE: ALL AYES. MOTION CARRIED.

Mayor Nelson recessed the regular Council meeting at 9:28 PM.

Mayor Nelson opened the regular meeting at 10:03 PM.

14. Adjourn

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

The meeting was adjourned at 10:03 PM.

Robert Nelson, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

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

Date: Nov 2019
Page: 1
Claim Res.#19-21

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
67163	ABDUL, BEBE AND ABDOOL KALEEL	OVERPAYMENT FINAL WTR BILL	32.56
67164	AID ELECTRIC SERVICE, INC	SERVICES	1,757.06
67165	ALEX & MARY Misko	RECREATION REFUND	200.00
67166	ALLISON CURTIS	INSTRUCTOR RECREATION	794.00
67167	PEGGY ANDERSON	NOTARY RENEWAL	120.00
67168	ANOKA COUNTY	DATA SERVICES	450.00
67169	ASPEN MILLS	UNIFORM ALLOWANCE	269.70
67170	BATTERIES PLUS BULBS	BATTERIES	43.15
67171	WANDA BROWN-MCGRECK	MILEAGE REIMBURSEMENT	55.10
67172	CINTAS	MATS	100.23
67173	COMPUTER INTERGRATION TECHNOLOG	MANAGED SERVICES	2,765.00
67174	COTTENS INC	PARTS AND SUPPLIES	108.13
67175	ECM PUBLISHERS, INC.	PUBLISHING	560.13
67176	FINANCE AND COMMERCE	PUBLISHING	166.27
67177	FURNITURE WORX	RECREATION REMODEL	4,872.00
67178	INNOVATIVE OFFICE SOLUTIONS LLC	CALENDARS AND SUPPLIES	259.36
67179	JERRY'S FLOOR STORE	RECREATION REMODEL	1,886.55
67180	KIDCREATE STUDIO	INSTRUCTOR RECREATION	189.00
67181	MICHAEL LEDMAN	INSTRUCTOR RECREATION	790.75
67182	MCCLELLAN SALES INC	SUPPLIES	95.40
67183	MN CHIEFS OF POLICE ASSOCIATION	SUPPLIES	37.50
67184	MN DEP'T OF LABOR & INDUSTRY	1-3RD QTR SURCHARGES	6,723.19
67185	NINA BOHL	RECREATION REFUND	29.00
67186	PANTHER BASKETBALL PROGRAM	INSTRUCTOR RECREATION	238.13
67187	SHRED-IT USA	SHREDDING SERVICES	104.49
67188	SLP FIRE DEPARTMENT	FIRE PROTECTION	18,364.00
67189	SUSAN SUNDAHL	RECREATION REFUND	20.00
67190	XCEL ENERGY	MONTHLY UTILITIES	3,130.52
67191	POLICEONE.COM	CERTIFICATION	495.00
67192	AMERICAN MESSAGING	SERVICES	1.81
67193	JOSH ANTOINE	UNIFORM ALLOWANCE	232.11
67194	ASPEN MILLS	UNIFORM ALLOWANCE	246.80
67195	AT & T MOBILITY	MONTHLY SERVICES	549.13
67196	AXON ENTERPRISE, INC	DATA SERVICES/SUPPLIES	2,151.60
67197	BATTERIES PLUS BULBS	SUPPLIES	28.95
67198	CARSON, CLELLAND & SCHREDER	LEGAL FEES	9,719.88
67199	CLEANRIVER RECYCLING SOLUTIONS	SERVICES	1,440.57
67200	COON RAPIDS CHRYSLER	AUTO SERVICES/REPAIR	1,371.96
67201	COTTENS INC	SUPPLIES/PARTS	147.98
67202	CUTTER SALES INC	SUPPLIES/PARTS	63.24
67203	DOUGLAS EBELTOFT	TRAVEL REIMBURSEMENT	103.51
67204	ECM PUBLISHERS, INC.	PUBLISHING	408.51
67205	KAREN FISKE	HEALTHCLUB MEMBERSHIP	106.05

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

Date: Nov 2019
Page: 2
Claim Res.#19-21

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
67206	GOPHER STATE ONE-CALL INC	LOCATES	122.85
67207	INSTRUMENTAL RESEARCH INC	WATER TESTING	72.00
67208	JERRY'S FLOOR STORE	RECREATION REMODEL	204.00
67209	KATH FUEL OIL SERVICE	SUPPLIES	679.10
67210	MANSFIELD OIL COMPANY	FUEL	963.79
67211	METROPOLITAN COUNCIL	SACS	4,920.30
67212	CITY OF MINNEAPOLIS	APS TRANSACTIONS	189.90
67213	M-R SIGN CO INC	SIGN	85.95
67214	RICOH USA INC	SERVICES	226.95
67215	SHANK CONSTRUCTORS, INC	ARTHUR PLANT LEAK	2,995.00
67216	SOULO COMMUNICATION	SUPPLIES	372.80
67217	STAPLES	SUPPLIES	523.17
67218	THE HOME DEPOT CREDIT SERVICES	MONTHLY CREDIT CARD	140.63
67219	TRI STATE BOBCAT INC	SUPPLIES	216.26
67220	ULINE	SUPPLIES	328.59
67221	WASTE MANAGEMENT OF WI-MN	MONTHLY SERVICES	7,292.15
67222	AMERITAS	PAYROLL	54.10
67223	CENTRAL PENSION FUND	PAYROLL	780.00
67224	DEARBORN LIFE INSURANCE COMPANY	PAYROLL	448.22
67225	DELTA DENTAL	PAYROLL	1,640.55
67226	HEALTH PARTNERS	PAYROLL	15,779.97
67227	L.E.L.S.	PAYROLL	255.00
67228	LOCAL 49	PAYROLL	105.00
67229	NCPERS GROUP LIFE INS	PAYROLL	72.00
67230	ANOKA COUNTY TREASURY	BACKGROUND CREDIT CHECKS	21.57
67231	ASPEN MILLS	UNIFORM ALLOWANCE	184.89
67232	AT & T MOBILITY	MONTHLY SERVICES	328.44
67233	BERKLEY ADMINISTRATORS	DEDUCTABLE	2,000.00
67234	CENTERPOINT ENERGY	MONTHLY UTILITIES	666.55
67235	CINMAR LLC	ESCROW REFUND	928.35
67236	CINTAS	MATS	200.46
67237	COMCAST	MONTHLY SERVICES	105.92
67238	COMPUTER INTERGRATION TECHNOLOG	MANAGED SERVICES	5,040.00
67239	CONNEXUS ENERGY	MONTHLY SERVICES	317.39
67240	COON RAPIDS CHRYSLER	AUTO SERVICES/REPAIR	2,974.92
67241	COTTENS INC	BATTERIES	355.98
67242	CUTTER SALES INC	PARTS AND SUPPLIES	38.66
67243	DAVID BANK STUDIOS	COUNCIL PHOTO	150.00
67244	FASTENAL COMPANY	SUPPLIES	16.05
67245	FLEXIBLE PIPE TOOL COMPANY	REPAIR	65.50
67246	GREEN LIGHTS RECYCLING INC	RECYCLING EVENT	8,887.65
67247	IDC AUTOMATIC	REPLACEMENT PARTS	1,711.52
67248	J.P. COOKE CO.	SUPPLIES	46.00

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

Date: Nov 2019
Page: 3
Claim Res.#19-21

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
67249	LEAGUE OF MINNESOTA CITIES	REGIONAL MEETINGS	195.00
67250	LEAGUE OF MN CITIES INS TRUST	CLAIMS	1,000.00
67251	LEE'S HEATING & AIR	REPAIRS	450.00
67252	MANSFIELD OIL COMPANY	FUEL	1,112.25
67253	MENARDS-CAPITAL ONE COMMERCIAL	MONTHLY CREDIT CARDD	42.87
67254	METROPOLITAN COUNCIL	WASTE WATER SERVICES	49,464.84
67255	MIDWAY LLC	ESCROW REFUND	338.86
67256	MINNESOTA PLAYGROUND	EQUIPMENT/PARTS	1,387.95
67257	M-R SIGN CO INC	SIGNS	633.57
67258	MTI DISTRIBUTING INC	WHEEL TURF SWEEPER	244.81
67259	NORTH ANOKA PLUMBING, INC.	REFUND PLUMBING PERMIT	60.00
67260	OFFICE OF MN.IT SERVICES	FIBER CONNECTION FEE	43.20
67261	CITY OF SPRING LAKE PARK - PETTY CASH	REIMBURSEMENT PETTY CASH	182.85
67262	RDO EQUIPMENT CO.	SUPPLIES	138.17
67263	TORG BREWERY	ESCROW REFUND	984.48
67264	TRUST IN US, LLC	TRAINING/TESTING	543.00
67265	USS MINNESOTA ONE MT LLC	SUBSCRIBED ENERGY	6,689.94
67266	WARGO NATURE CENTER	INSTRUCTOR RECREATION	100.00
67267	WELLS FARGO CREDIT CARD	MONTHLY CREDIT CARD	25.85
67268	WIPERS AND WIPES INC	SUPPLIES	851.39
67269	XCEL ENERGY	MONTHLY UTILITIES	42.92
67270	MNSPECT	CONTRACTUAL AGREEMENTS	32,879.04
67271	AMERITAS	PAYROLL	47.98
67272	CENTRAL PENSION FUND	PAYROLL	780.00
67273	DEARBORN LIFE INSURANCE COMPANY	PAYROLL	439.62
67274	DELTA DENTAL	PAYROLL	1,559.55
67275	HEALTH PARTNERS	PAYROLL	14,843.73
67276	L.E.L.S.	PAYROLL	255.00
67277	LOCAL 49	PAYROLL	105.00
67278	NCPERS GROUP LIFE INS	PAYROLL	72.00
67279	BAUER BUILT TIRE CENTER	SUPPLIES	24.23
67280	DARLENE ANDERSEN	RECREATION REFUND	27.00
67281	ECM PUBLISHERS, INC.	PUBLISHING	123.63
67282	INNOVATIVE OFFICE SOLUTIONS LLC	SUPPLIES	187.48
67283	JEANNETTE HADSALL	RECREATION REFUND	27.00
67284	RICHARD KRAMER	UNIFORM ALLOWANCE	50.38
67285	LEAGUE OF MN CITIES	REGISTRATIONS	275.00
67286	MICHAEL LEDMAN	INSTRUCTOR RECREATION	243.00
67287	MALMBORG'S GARDEN CENTER	INSTRUCTOR RECREATION	1,749.65
67288	MANSFIELD OIL COMPANY	FUEL	1,137.25
67289	MARLYS MEIDERER	RECREATION REFUND	79.00
67290	MINNESOTA SAFETY COUNCIL	INSTRUCTOR RECREATION	594.00
67291	MRPA	ANNUAL CONFERENCE	295.00

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

Date: Nov 2019
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Claim Res.#19-21

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
67292	MUNICIPAL PAVING PLANT	ASPHALT	1,038.46
67293	OFFICE DEPOT	OFFICE SUPPLIES/MATS	190.34
67294	QC DANCE	INSTRUCTOR RECREATION	658.00
67295	ROSEMARY BESCH	RECREATION REFUND	79.00
67296	SCHLEN-GRAY AUTO ELECTRIC	BATTERIES	119.99
67297	SHRED-IT USA	SHREDDING SERVICES	104.03
67298	THE GOOD YEAR TIRE & SERVICE	TIRES	189.50
67299	TOWMASTER	SEGMENTS/CURB RUNNER	2,210.86
67300	TWIN CITIES BMEU WEST	POSTAGE	2,270.00
67301	U.S.T.I.	UB E-BILLING	10.56
67302	XCEL ENERGY	MONTHLY UTILITIES	3,152.98
67303	DVS		27.00
67304	PEGGY ANDERSON	REIMBURSEMENT USTI CONFERENCE	795.60
67305	BARBARA GOODBOE-BISSCHOFF	MILEAGE REIMBURSEMENT	169.24
67306	CINTAS	MATS	100.23
67307	COMPUTER INTERGRATION TECHNOLOG	MANAGED SERVICES	3,515.00
67308	EMINA MUJZIC	DEPOSIT ROOM RENTAL	100.00
67309	FASTENAL COMPANY	PARTS AND SUPPLIES	163.78
67310	HYDRO KLEAN	ENGINEERING FEES	146,940.30
67311	LAURA KRAUSE	INSTRUCTOR RECREATION	70.00
67312	JANET LIEBSCH	INSTRUCTOR RECREATION	45.00
67313	JILL MASON	INSTRUCTOR RECREATION	455.00
67314	NORTHLAND TRUST SERVICES, INC.	BOND/EQUP CERT PAYMENTS	559,036.25
67315	CITY OF SPRING LAKE PARK - PETTY CASH	REIMBUSE PETTY CASH RECREATION	379.90
67316	RICHFIELD BUS CO	BUS SERVICES	617.44
67317	SHELLEY MORDINI	INSTRUCTOR RECREATION	45.00
67318	SLP FIRE DEPARTMENT	FIRE PROTECTION	18,364.00
67319	TASC	ADMIN FEES	30.08
67320	KENNETH A. TOLZMANN, SAMA	4TH QTR PAYMENT	9,260.60
67321	TRUST IN US, LLC	SCREENING	55.00
67322	WALTERS RECYCLING REFUSE SERV	MONTHY SERVICES	1,417.33
		TOTAL DISBURSEMENTS	995,673.41

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

MEMORANDUM

DATE: December 10, 2019

TO: Mayor, City Council and Department Heads

FROM: Peggy Anderson, Accountant



RE: Budget to Date (as of November 30 , 2019)

Attached is the November, 2019 Budget to Date for revenue and expenditures. A strict adherence to the year-to-date ratio would have each expenditure line item with **8.33% remaining**. The overall General Fund ratio is **13.82%**.

CITY OF SPRING LAKE PARK
Statement of Revenue and Expenditures

Revised Budget
For GENERAL FUND (101)
For the Fiscal Period 2019-11 Ending November 30, 2019

Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues						
Revenues						
101.00000.31010	CURRENT TAXES	\$ 0.00	\$ 21,700.00	\$ 3,169,666.00	\$ 1,691,405.34	46.64%
101.00000.31020	DELINQ TAXES	0.00	0.00	0.00	13,195.52	0.00%
101.00000.31910	PENALTIES & INTEREST	0.00	0.00	0.00	5,580.50	0.00%
101.00000.32110	LIQUOR LICENSES	0.00	32,011.17	29,800.00	32,679.26	(9.66%)
101.00000.32111	OFF-SALE LIQUOR	0.00	310.00	0.00	310.00	0.00%
101.00000.32178	PAWN INVESTIGATION FEE	0.00	100.00	100.00	100.00	0.00%
101.00000.32179	PAWN SHOP LICENSES	0.00	0.00	6,252.00	4,689.00	25.00%
101.00000.32180	CIGARETTE,DANCE,BINGO,MIS	0.00	3,400.00	6,000.00	5,903.68	1.61%
101.00000.32181	SIGN PERMITS	0.00	2,396.25	5,000.00	9,607.50	(92.15%)
101.00000.32208	CONTRACTORS LICENSES	0.00	675.00	8,000.00	10,725.00	(34.06%)
101.00000.32210	BUILDING PERMIT	0.00	7,788.28	75,000.00	136,884.12	(82.51%)
101.00000.32211	BUILDING PERMIT SURCHARG	0.00	224.31	5,000.00	5,399.14	(7.98%)
101.00000.32215	DEMOLITION PERMIT	0.00	0.00	0.00	150.00	0.00%
101.00000.32230	PLUMBING PERMIT	0.00	1,098.32	5,000.00	9,423.30	(88.47%)
101.00000.32231	PLUMBING PERMIT SURCHARG	0.00	18.15	1,000.00	136.64	86.34%
101.00000.32232	HEATING & A/C PERMITS	0.00	6,797.22	10,000.00	29,601.86	(196.02%)
101.00000.32233	HTG & A/C SURCHARGES	0.00	391.40	1,000.00	916.66	8.33%
101.00000.32240	PET LICENSE	0.00	0.00	400.00	670.00	(67.50%)
101.00000.32260	CERTIFICATE OF OCCUPANCY	0.00	150.00	2,600.00	3,200.00	(23.08%)
101.00000.32261	VACANT PROPERTY REGISTRA	0.00	0.00	2,000.00	2,400.00	(20.00%)
101.00000.32262	SOLICITORS LICENSE	0.00	0.00	0.00	100.00	0.00%
101.00000.33401	LOCAL GOVERNMENT AID	0.00	0.00	396,735.00	198,357.50	50.00%
101.00000.33404	PERA INCREASE AID	0.00	0.00	5,775.00	2,887.50	50.00%
101.00000.33416	POLICE TRAINING REIMB	0.00	0.00	3,300.00	10,935.95	(231.39%)
101.00000.33421	INSURANCE PREMIUM-POLICE	0.00	0.00	87,500.00	100,754.90	(15.15%)
101.00000.34102	ZONING LETTERS	0.00	50.00	200.00	100.00	50.00%
101.00000.34103	SPEC USE,ZONING,SUB-DIV	0.00	1,410.00	3,200.00	7,200.00	(125.00%)
101.00000.34104	PLAN REVIEW FEES	0.00	7,194.35	40,000.00	76,069.37	(90.17%)
101.00000.34105	SALE OF MAPS,COPIES ETC	0.00	98.50	300.00	804.50	(168.17%)
101.00000.34107	ASSESSMENT SEARCHES	0.00	0.00	100.00	50.00	50.00%
101.00000.34108	ADMINISTRATION SAC CHARG	0.00	0.00	70.00	775.00	(1007.14%)
101.00000.34109	FILING FEES	0.00	0.00	60.00	0.00	100.00%
101.00000.34111	ADM. GAMBLING EXPENSES	0.00	0.00	35,054.00	0.00	100.00%
101.00000.34115	GUN RANGE FACILITY USE	0.00	0.00	375.00	390.00	(4.00%)
101.00000.34117	ROOM-FACILITY RENTAL	0.00	(100.00)	50.00	350.00	(600.00%)
101.00000.34201	POLICE & FIRE ALARM PERMIT	0.00	2,850.00	2,000.00	3,825.00	(91.25%)
101.00000.34204	RENTAL HOUSING REGISTRATI	0.00	32,600.00	60,000.00	44,470.00	25.88%
101.00000.34205	RIGHT OF WAY APPLICATIONS	0.00	0.00	1,500.00	2,888.30	(92.55%)
101.00000.34801	INSURANCE DIVIDENDS	0.00	0.00	8,000.00	0.00	100.00%
101.00000.34949	RESTITUTION	0.00	0.00	0.00	160.34	0.00%
101.00000.34950	MISC REVENUE, REFUNDS & R	0.00	5,146.64	5,050.00	8,839.32	(75.04%)
101.00000.35101	COURT FINES	0.00	3,485.46	50,000.00	33,797.13	32.41%
101.00000.35102	ADM OFFENSE FINES	0.00	0.00	3,500.00	6,030.71	(72.31%)
101.00000.35349	MN DRIVING DIVERSION PROG	0.00	0.00	500.00	1,000.00	(100.00%)
101.00000.35350	DETOX TRANSPORTATION	0.00	0.00	200.00	120.00	40.00%
101.00000.36210	INTEREST EARNINGS	0.00	622.32	15,000.00	11,512.98	23.25%

CITY OF SPRING LAKE PARK
Statement of Revenue and Expenditures

Revised Budget
 For GENERAL FUND (101)
 For the Fiscal Period 2019-11 Ending November 30, 2019

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
101.00000.36901 LIAISON OFFICER	0.00	0.00	79,728.00	79,728.00	0.00%
101.00000.39100 CPWL REIM FOR SERVICES	0.00	0.00	0.00	8,100.00	0.00%
101.00000.39101 RECYCLE PARK PRGM-REIM F	0.00	0.00	0.00	1,264.16	0.00%
101.00000.39202 TRANSFER FROM PUBLIC UTILI	0.00	0.00	49,172.00	0.00	100.00%
101.00000.39203 CONTRIBUTION FROM LIQUOR	0.00	0.00	75,000.00	0.00	100.00%
101.00000.39206 TRANSFER FROM RECYCLING	0.00	0.00	2,500.00	0.00	100.00%
101.00000.39207 TRANSFER FROM RECREATIO	0.00	0.00	62,500.00	0.00	100.00%
Total Revenues	0.00	130,417.37	4,314,187.00	2,563,488.18	40.58%
Total GENERAL FUND Revenues	\$ 0.00	\$ 130,417.37	\$ 4,314,187.00	\$ 2,563,488.18	40.58%

Expenditures**MAYOR AND COUNCIL Expenditures**

101.41110.01030 PART TIME EMPLOYEES	\$ 0.00	\$ 2,607.88	\$ 31,296.00	\$ 27,347.65	12.62%
101.41110.01211 DEFINED CONTR PLAN/PERA	0.00	105.57	1,565.00	1,092.96	30.16%
101.41110.01220 FICA/MC CONTRIBUTIONS-EMP	0.00	199.50	2,395.00	2,092.06	12.65%
101.41110.01510 WORKERS COMPENSATION	0.00	0.00	70.00	0.00	100.00%
101.41110.02100 OPERATING SUPPLIES	0.00	32.75	500.00	564.43	(12.89%)
101.41110.03310 TRAVEL EXPENSE	0.00	169.24	765.00	278.28	63.62%
101.41110.03500 PRINTING & PUBLISHING	0.00	204.26	1,500.00	451.52	69.90%
101.41110.04300 CONFERENCE & SCHOOLS	0.00	395.00	2,805.00	425.00	84.85%
101.41110.04330 DUES & SUBSCRIPTIONS	0.00	0.00	13,052.00	13,106.00	(0.41%)
101.41110.04955 DISCRETIONARY	0.00	399.96	3,550.00	1,097.61	69.08%
Total MAYOR AND COUNCIL Expenditures	0.00	4,114.16	57,498.00	46,455.51	19.20%

ADMINISTRATION Expenditures

101.41400.01010 FULL TIME EMPLOYEES	0.00	24,847.78	323,025.00	297,853.81	7.79%
101.41400.01050 VACATION BUY BACK	0.00	0.00	6,100.00	0.00	100.00%
101.41400.01210 PERA CONTRIBUTIONS-EMPLO	0.00	1,856.68	24,227.00	22,256.17	8.13%
101.41400.01220 FICA/MC CONTRIBUTIONS-EMP	0.00	1,864.02	25,179.00	22,380.95	11.11%
101.41400.01300 HEALTH INSURANCE	0.00	4,777.76	60,650.00	51,661.87	14.82%
101.41400.01313 PRUDENTIAL LIFE INSURANCE	0.00	19.02	230.00	209.22	9.03%
101.41400.01510 WORKERS COMPENSATION	0.00	0.00	2,500.00	1,000.00	60.00%
101.41400.02000 OFFICE SUPPLIES	0.00	625.61	3,425.00	2,745.96	19.83%
101.41400.02030 PRINTED FORMS	0.00	0.00	1,794.00	725.35	59.57%
101.41400.02100 OPERATING SUPPLIES	0.00	0.00	625.00	108.57	82.63%
101.41400.02220 POSTAGE	0.00	185.04	3,445.00	1,842.44	46.52%
101.41400.03210 TELEPHONE	0.00	46.92	650.00	501.64	22.82%
101.41400.03310 TRAVEL EXPENSE	0.00	230.76	3,300.00	3,172.45	3.87%
101.41400.03410 EMPLOYMENT ADVERTISING	0.00	55.00	0.00	267.00	0.00%
101.41400.03500 PRINTING & PUBLISHING	0.00	0.00	300.00	0.00	100.00%
101.41400.03550 COUNTY FEES FOR SERVICE	0.00	0.00	2,900.00	0.00	100.00%
101.41400.04050 MAINTENANCE AGREEMENTS	0.00	0.00	7,192.00	9,084.17	(26.31%)
101.41400.04300 CONFERENCE & SCHOOLS	0.00	400.01	6,425.00	4,256.60	33.75%
101.41400.04330 DUES & SUBSCRIPTIONS	0.00	0.00	1,520.00	1,358.10	10.65%
101.41400.04390 US BANK CC REBATE-MISCELL	0.00	0.00	0.00	(2,578.23)	0.00%
101.41400.04500 CONTRACTUAL SERVICES	0.00	52.02	5,195.00	1,058.37	79.63%

CITY OF SPRING LAKE PARK
Statement of Revenue and Expenditures

Revised Budget
For GENERAL FUND (101)
For the Fiscal Period 2019-11 Ending November 30, 2019

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Total ADMINISTRATION Expenditures	0.00	34,960.62	478,682.00	417,904.44	12.70%
ASSESSOR Expenditures					
101.41500.04000 CONTRACTUAL SERVICE	0.00	9,260.60	35,500.00	37,042.40	(4.34%)
Total ASSESSOR Expenditures	0.00	9,260.60	35,500.00	37,042.40	(4.34%)
AUDIT & ACCTG SERVICES Expenditures					
101.41540.03010 AUDIT & ACCTG SERVICES	0.00	0.00	10,737.00	10,737.50	0.00%
Total AUDIT & ACCTG SERVICES Expenditures	0.00	0.00	10,737.00	10,737.50	0.00%
I.T. SERVICES Expenditures					
101.41600.04000 I.T. SERVICES	0.00	8,693.17	38,020.00	47,226.67	(24.22%)
Total I.T. SERVICES Expenditures	0.00	8,693.17	38,020.00	47,226.67	(24.22%)
LEGAL FEES Expenditures					
101.41610.03040 LEGAL FEES	0.00	9,648.62	120,000.00	89,313.24	25.57%
Total LEGAL FEES Expenditures	0.00	9,648.62	120,000.00	89,313.24	25.57%
ENGINEERING FEES Expenditures					
101.41710.03030 ENGINEERING FEES	0.00	0.00	8,000.00	2,400.81	69.99%
Total ENGINEERING FEES Expenditures	0.00	0.00	8,000.00	2,400.81	69.99%
PLANNING & ZONING Expenditures					
101.41720.02100 OPERATING SUPPLIES	0.00	0.00	125.00	18.29	85.37%
101.41720.02220 POSTAGE	0.00	0.00	175.00	(8.92)	105.10%
101.41720.03500 PRINTING & PUBLISHING	0.00	0.00	600.00	139.76	76.71%
101.41720.04000 PLANNER FEES	0.00	0.00	500.00	428.15	14.37%
Total PLANNING & ZONING Expenditures	0.00	0.00	1,400.00	577.28	58.77%
GOVERNMENT BUILDING Expenditures					
101.41940.01010 FULL TIME EMPLOYEES	0.00	1,205.20	15,675.00	14,443.18	7.86%
101.41940.01013 OVERTIME	0.00	2.82	0.00	898.42	0.00%
101.41940.01020 ON CALL SALARIES	0.00	52.71	0.00	233.46	0.00%
101.41940.01050 VACATION BUY BACK	0.00	0.00	400.00	0.00	100.00%
101.41940.01210 PERA CONTRIBUTIONS-EMPLO	0.00	94.55	1,176.00	1,167.98	0.68%
101.41940.01220 FICA/MC CONTRIBUTIONS-EMP	0.00	93.57	1,231.00	1,167.82	5.13%
101.41940.01300 HEALTH INSURANCE	0.00	169.26	2,700.00	2,428.82	10.04%
101.41940.01313 PRUDENTIAL LIFE INSURANCE	0.00	1.04	13.00	11.44	12.00%
101.41940.01510 WORKERS COMPENSATION	0.00	0.00	700.00	0.00	100.00%
101.41940.02100 OPERATING SUPPLIES	0.00	1,162.07	9,000.00	9,125.15	(1.39%)
101.41940.02200 REPAIR & MAINTENANCE	0.00	1,883.75	7,200.00	13,022.34	(80.87%)
101.41940.02280 UNIFORMS,SAFETY SHOES	0.00	0.00	750.00	125.00	83.33%
101.41940.03210 TELEPHONE	0.00	427.09	6,780.00	5,948.00	12.27%
101.41940.03810 ELECTRIC UTILITIES	0.00	1,575.37	23,000.00	28,710.27	(24.83%)
101.41940.03830 GAS UTILITIES	0.00	389.57	15,000.00	14,795.50	1.36%
101.41940.03841 RUBBISH REMOVAL	0.00	272.33	4,300.00	3,471.24	19.27%
101.41940.04000 CONTRACTUAL SERVICE	0.00	324.18	4,715.00	3,933.53	16.57%
101.41940.07000 PERMANENT TRANSFERS OUT	0.00	0.00	9,264.00	0.00	100.00%

CITY OF SPRING LAKE PARK
Statement of Revenue and Expenditures
Revised Budget
For GENERAL FUND (101)
For the Fiscal Period 2019-11 Ending November 30, 2019

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Total GOVERNMENT BUILDING Expenditures	0.00	7,653.51	101,904.00	99,482.15	2.38%
POLICE PROTECTION Expenditures					
101.42100.01010 FULL TIME EMPLOYEES	0.00	84,450.52	1,100,740.00	988,029.91	10.24%
101.42100.01013 OVERTIME	0.00	36,019.37	97,000.00	84,195.14	13.20%
101.42100.01050 VACATION BUY BACK	0.00	0.00	6,800.00	7,452.72	(9.60%)
101.42100.01210 PERA CONTRIBUTIONS-EMPLO	0.00	19,107.25	185,777.00	168,289.37	9.41%
101.42100.01220 FICA/MC CONTRIBUTIONS-EMP	0.00	2,561.37	29,199.00	25,371.92	13.11%
101.42100.01300 HEALTH INSURANCE	0.00	15,731.73	180,000.00	163,586.64	9.12%
101.42100.01313 PRUDENTIAL LIFE INSURANCE	0.00	61.08	725.00	706.32	2.58%
101.42100.01510 WORKERS COMPENSATION	0.00	2,000.00	41,000.00	45,195.29	(10.23%)
101.42100.02000 OFFICE SUPPLIES	0.00	328.59	3,600.00	1,724.63	52.09%
101.42100.02030 PRINTED FORMS	0.00	166.05	1,200.00	1,074.01	10.50%
101.42100.02040 RANGE EQUIP & SUPPLIES	0.00	2,314.00	7,550.00	4,295.42	43.11%
101.42100.02100 OPERATING SUPPLIES	0.00	0.00	5,073.00	528.65	89.58%
101.42100.02120 MOTOR FUELS & LUBRICANTS	0.00	1,362.12	22,700.00	16,513.47	27.25%
101.42100.02220 POSTAGE	0.00	20.05	1,900.00	370.38	80.51%
101.42100.03050 MEDICAL EXPENSE	0.00	21.57	2,000.00	1,020.57	48.97%
101.42100.03210 TELEPHONE	0.00	281.52	3,900.00	1,999.84	48.72%
101.42100.03211 DATA SERVICES	0.00	1,693.21	33,781.00	27,684.99	18.05%
101.42100.03300 CLOTHING & PERSONAL EQUIP	0.00	701.26	9,960.00	8,103.65	18.64%
101.42100.03310 TRAVEL EXPENSE	0.00	314.92	1,200.00	1,045.15	12.90%
101.42100.03421 800 MHZ RADIO	0.00	0.00	2,006.00	90.75	95.48%
101.42100.04000 CONTRACTUAL SERVICE	0.00	52.01	18,885.00	14,709.29	22.11%
101.42100.04050 MAINTENANCE AGREEMENTS	0.00	0.00	4,000.00	4,156.70	(3.92%)
101.42100.04060 AUTO EQUIPMENT REPAIR	0.00	4,361.33	20,000.00	17,699.73	11.50%
101.42100.04070 OTHER EQUIPMENT REPAIR	0.00	22.19	2,500.00	685.97	72.56%
101.42100.04300 CONFERENCE & SCHOOLS	0.00	2,121.25	15,000.00	9,570.05	36.20%
101.42100.04330 DUES & SUBSCRIPTIONS	0.00	0.00	1,485.00	1,458.00	1.82%
101.42100.05000 CAPITAL OUTLAY	0.00	0.00	37,471.00	28,937.14	22.77%
101.42100.07000 PERMANENT TRANSFERS OUT	0.00	0.00	17,157.00	0.00	100.00%
Total POLICE PROTECTION Expenditures	0.00	173,691.39	1,852,609.00	1,624,495.70	12.31%
FIRE PROTECTION Expenditures					
101.42200.04000 CONTRACTUAL SERVICE	0.00	0.00	220,369.00	202,004.00	8.33%
101.42200.05000 CAPITAL OUTLAY	0.00	0.00	42,492.00	29,178.00	31.33%
101.42200.07000 PERMANENT TRANSFERS OUT	0.00	0.00	0.00	18,909.80	0.00%
Total FIRE PROTECTION Expenditures	0.00	0.00	262,861.00	250,091.80	4.86%
CODE ENFORCEMENT Expenditures					
101.42300.01010 FULL TIME EMPLOYEES	0.00	6,244.42	109,100.00	63,311.21	41.97%
101.42300.01030 PART TIME EMPLOYEES	0.00	0.00	24,960.00	6,324.00	74.66%
101.42300.01050 VACATION BUY BACK	0.00	0.00	3,100.00	0.00	100.00%
101.42300.01210 PERA CONTRIBUTIONS-EMPLO	0.00	137.26	10,055.00	3,981.19	60.41%
101.42300.01220 FICA/MC CONTRIBUTIONS-EMP	0.00	446.02	10,493.00	5,019.32	52.17%
101.42300.01300 HEALTH INSURANCE	0.00	1,865.98	22,000.00	15,306.28	30.43%
101.42300.01313 PRUDENTIAL LIFE INSURANCE	0.00	6.38	78.00	53.34	31.62%
101.42300.01510 WORKERS COMPENSATION	0.00	0.00	1,450.00	0.00	100.00%
101.42300.02000 OFFICE SUPPLIES	0.00	87.20	500.00	523.24	(4.65%)

CITY OF SPRING LAKE PARK
Statement of Revenue and Expenditures

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For the Fiscal Period 2019-11 Ending November 30, 2019

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
101.42300.02100 OPERATING SUPPLIES	0.00	0.00	1,300.00	310.32	76.13%
101.42300.02120 MOTOR FUELS & LUBRICANTS	0.00	90.81	1,400.00	1,091.55	22.03%
101.42300.02200 REPAIR & MAINTENANCE	0.00	189.50	1,000.00	370.43	62.96%
101.42300.03210 TELEPHONE	0.00	46.92	1,000.00	612.26	38.77%
101.42300.03310 TRAVEL EXPENSE	0.00	0.00	300.00	30.28	89.91%
101.42300.04000 CONTRACTUAL SERVICE	0.00	32,879.04	0.00	102,980.07	0.00%
101.42300.04300 CONFERENCE & SCHOOLS	0.00	17.86	1,600.00	1,791.36	(11.96%)
101.42300.04330 DUES & SUBSCRIPTIONS	0.00	0.00	3,700.00	2,928.46	20.85%
Total CODE ENFORCEMENT Expenditures	0.00	42,011.39	192,036.00	204,633.31	(6.56%)
STREET DEPARTMENT Expenditures					
101.43000.01010 FULL TIME EMPLOYEES	0.00	10,952.30	141,200.00	130,731.72	7.41%
101.43000.01013 OVERTIME	0.00	341.79	7,912.00	3,901.65	50.69%
101.43000.01020 ON CALL SALARIES	0.00	444.42	2,261.00	934.04	58.69%
101.43000.01050 VACATION BUY BACK	0.00	0.00	1,900.00	0.00	100.00%
101.43000.01210 PERA CONTRIBUTIONS-EMPLO	0.00	880.34	11,353.00	10,157.29	10.53%
101.43000.01220 FICA/MC CONTRIBUTIONS-EMP	0.00	867.73	11,726.00	10,102.83	13.84%
101.43000.01300 HEALTH INSURANCE	0.00	1,936.70	23,500.00	20,973.02	10.75%
101.43000.01313 PRUDENTIAL LIFE INSURANCE	0.00	8.86	107.00	97.49	8.89%
101.43000.01510 WORKERS COMPENSATION	0.00	0.00	14,000.00	14,857.50	(6.13%)
101.43000.02120 MOTOR FUELS & LUBRICANTS	0.00	731.41	14,000.00	14,655.82	(4.68%)
101.43000.02150 SHOP MATERIALS	0.00	40.28	2,500.00	2,947.14	(17.89%)
101.43000.02200 REPAIR & MAINTENANCE	0.00	9.34	7,000.00	3,172.26	54.68%
101.43000.02210 EQUIPMENT PARTS	0.00	1,027.83	7,000.00	6,580.01	6.00%
101.43000.02221 TIRES	0.00	0.00	1,000.00	0.00	100.00%
101.43000.02224 STREET MAINT SUPPLIES	0.00	0.00	1,300.00	0.00	100.00%
101.43000.02226 SIGNS & STRIPING	0.00	719.52	6,500.00	6,092.80	6.26%
101.43000.02280 UNIFORMS, SAFETY SHOES	0.00	0.00	900.00	1,113.40	(23.71%)
101.43000.03210 TELEPHONE	0.00	15.64	370.00	167.19	54.81%
101.43000.04000 CONTRACTUAL SERVICE	0.00	37.70	1,040.00	98.95	90.49%
101.43000.04300 CONFERENCE & SCHOOLS	0.00	99.00	500.00	309.00	38.20%
101.43000.04330 DUES & SUBSCRIPTIONS	0.00	0.00	100.00	63.13	36.87%
101.43000.07000 PERMANENT TRANSFERS OUT	0.00	0.00	1,600.00	0.00	100.00%
Total STREET DEPARTMENT Expenditures	0.00	18,112.86	257,769.00	226,955.24	11.95%
RECREATION DEPARTMENT Expenditures					
101.45100.01010 FULL TIME EMPLOYEES	0.00	14,975.72	237,000.00	195,817.63	17.38%
101.45100.01040 TEMPORARY EMPLOYEES	0.00	1,905.78	17,010.00	23,234.94	(36.60%)
101.45100.01050 VACATION BUY BACK	0.00	0.00	1,700.00	0.00	100.00%
101.45100.01210 PERA CONTRIBUTIONS-EMPLO	0.00	1,123.20	17,775.00	14,686.40	17.38%
101.45100.01220 FICA/MC CONTRIBUTIONS-EMP	0.00	1,277.93	19,563.00	16,374.55	16.30%
101.45100.01300 HEALTH INSURANCE	0.00	3,721.66	41,875.00	32,438.48	22.53%
101.45100.01313 PRUDENTIAL LIFE INSURANCE	0.00	23.26	176.00	160.10	9.03%
101.45100.01510 WORKERS COMPENSATION	0.00	0.00	1,900.00	0.00	100.00%
101.45100.02000 OFFICE SUPPLIES	0.00	276.50	2,161.00	2,504.45	(15.89%)
101.45100.02220 POSTAGE	0.00	2,292.80	8,950.00	10,711.11	(19.68%)
101.45100.02290 RECREATION EQUIP SUPPLIES	0.00	120.35	2,500.00	3,441.55	(37.66%)
101.45100.03310 TRAVEL EXPENSE	0.00	0.00	1,000.00	164.71	83.53%
101.45100.03500 PRINTING & PUBLISHING	0.00	226.95	14,357.00	8,892.62	38.06%

CITY OF SPRING LAKE PARK
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Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
101.45100.04300 CONFERENCE & SCHOOLS	0.00	0.00	1,400.00	825.00	41.07%
101.45100.04330 DUES & SUBSCRIPTIONS	0.00	295.00	457.00	770.00	(68.49%)
Total RECREATION DEPARTMENT Expenditures	0.00	26,239.15	367,824.00	310,021.54	15.71%
PARKS DEPARTMENT Expenditures					
101.45200.01010 FULL TIME EMPLOYEES	0.00	11,477.14	148,100.00	136,949.28	7.53%
101.45200.01013 OVERTIME	0.00	2.83	7,912.00	6,645.96	16.00%
101.45200.01020 ON CALL SALARIES	0.00	52.73	2,261.00	497.16	78.01%
101.45200.01040 TEMPORARY EMPLOYEES	0.00	0.00	30,000.00	32,545.63	(8.49%)
101.45200.01050 VACATION BUY BACK	0.00	0.00	3,000.00	(58.50)	101.95%
101.45200.01210 PERA CONTRIBUTIONS-EMPLO	0.00	864.98	11,871.00	10,802.91	9.00%
101.45200.01220 FICA/MC CONTRIBUTIONS-EMP	0.00	857.14	14,633.00	13,298.61	9.12%
101.45200.01300 HEALTH INSURANCE	0.00	1,999.54	27,500.00	22,222.26	19.19%
101.45200.01313 PRUDENTIAL LIFE INSURANCE	0.00	8.92	108.00	98.11	9.16%
101.45200.01510 WORKERS COMPENSATION	0.00	0.00	14,000.00	7,895.00	43.61%
101.45200.02100 OPERATING SUPPLIES	0.00	0.00	1,000.00	1,237.14	(23.71%)
101.45200.02120 MOTOR FUELS & LUBRICANTS	0.00	670.84	12,500.00	13,836.09	(10.69%)
101.45200.02200 REPAIR & MAINTENANCE	0.00	153.66	8,000.00	3,485.87	56.43%
101.45200.02205 LAKESIDE PK EXP TO BE REIM	0.00	0.00	0.00	8,297.39	0.00%
101.45200.02210 EQUIPMENT PARTS	0.00	346.71	5,500.00	2,778.79	49.48%
101.45200.02221 TIRES	0.00	0.00	800.00	229.68	71.29%
101.45200.02225 LANDSCAPING MATERIALS	0.00	0.00	8,932.00	7,427.84	16.84%
101.45200.02280 UNIFORMS,SAFETY SHOES	0.00	0.00	1,000.00	1,113.40	(11.34%)
101.45200.02290 RECREATION EQUIP SUPPLIES	0.00	0.00	2,000.00	844.08	57.80%
101.45200.03210 TELEPHONE	0.00	46.92	500.00	416.25	16.75%
101.45200.03810 ELECTRIC UTILITIES	0.00	575.99	4,500.00	4,148.31	7.82%
101.45200.03830 GAS UTILITIES	0.00	122.44	3,500.00	2,908.73	16.89%
101.45200.03841 RUBBISH REMOVAL	0.00	0.00	400.00	63.87	84.03%
101.45200.04190 SATELLITE RENTAL	0.00	0.00	1,400.00	1,511.28	(7.95%)
101.45200.04300 CONFERENCE & SCHOOLS	0.00	0.00	1,200.00	0.00	100.00%
101.45200.04330 DUES & SUBSCRIPTIONS	0.00	0.00	0.00	63.12	0.00%
101.45200.04500 CONTRACTUAL SERVICES	0.00	23.20	880.00	84.45	90.40%
101.45200.04901 LAKESIDE PARK EXPENSE	0.00	0.00	11,500.00	11,500.00	0.00%
Total PARKS DEPARTMENT Expenditures	0.00	17,203.04	322,997.00	290,842.71	9.95%
MISCELLANEOUS Expenditures					
101.49000.01300 HEALTH INSURANCE	0.00	30.08	350.00	1,604.54	(358.44%)
101.49000.01313 COBRA-H.S.A. FEES	0.00	0.00	8,400.00	0.00	100.00%
101.49000.03600 INSURANCE	0.00	1,000.00	45,000.00	49,195.00	(9.32%)
101.49000.04000 CONTRACTUAL SERVICE	0.00	275.00	0.00	1,375.00	0.00%
101.49000.04390 MISCELLANEOUS	0.00	0.00	5,000.00	898.16	82.04%
101.49000.04420 SURCHARGES-PLMG	0.00	0.00	200.00	122.99	38.51%
101.49000.04430 SURCHARGES-HTG	0.00	0.00	400.00	466.47	(16.62%)
101.49000.04440 SURCHARGES-BLDG	0.00	0.00	2,000.00	6,133.73	(206.69%)
101.49000.07000 PERMANENT TRANSFERS OUT	0.00	0.00	145,000.00	0.00	100.00%
Total MISCELLANEOUS Expenditures	0.00	1,305.08	206,350.00	59,795.89	71.02%
Total GENERAL FUND Expenditures	\$ 0.00	\$ 352,893.59	\$ 4,314,187.00	\$ 3,717,976.19	13.82%

CITY OF SPRING LAKE PARK
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Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
GENERAL FUND Excess of Revenues Over Expenditure \$	0.00 \$	(222,476.22) \$	0.00 \$	(1,154,488.01)	0.00%

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

For the Fiscal Period 2019-11 Ending November 30, 2019

Account Number		Current Budget		Current Actual		Annual Budget		YTD Actual		Remaining Budget %
Total Revenues	\$	0.00	\$	130,417.37	\$	4,314,187.00	\$	2,563,488.18		40.58%
Total Expenditures	\$	0.00	\$	352,893.59	\$	4,314,187.00	\$	3,717,976.19		13.82%
Total Excess of Revenues Over Expenditures	\$	0.00	\$	(222,476.22)	\$	0.00	\$	(1,154,488.01)		0.00%

CITY OF SPRING LAKE PARK
Statement of Revenue and Expenditures

Revised Budget
 For PUBLIC UTILITIES OPERATIONS (601)
 For the Fiscal Period 2019-11 Ending November 30, 2019

Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues						
Revenues						
601.00000.34950	MISC REVENUE-NSF CHRGS	\$ 0.00	\$ 681.29	\$ 0.00	\$ 1,245.52	0.00%
601.00000.36210	INTEREST EARNINGS	0.00	0.00	30,000.00	0.00	100.00%
601.00000.37101	WATER COLLECTIONS	0.00	33.12	508,892.00	466,624.42	8.31%
601.00000.37103	SALES TAX COLLECTED	0.00	0.00	6,200.00	5,625.56	9.27%
601.00000.37104	PENALTIES/WATER	0.00	1,572.07	7,000.00	5,717.18	18.33%
601.00000.37109	SAFE DRINKING WATER FEE	0.00	7.60	13,900.00	13,911.31	(0.08%)
601.00000.37111	ADMINISTRATIVE CHARGE	0.00	402.30	82,000.00	81,223.47	0.95%
601.00000.37115	ESTIMATE READING CHRG	0.00	0.00	50.00	50.00	0.00%
601.00000.37149	WATER CONN-INTEREST	0.00	0.00	0.00	402.05	0.00%
601.00000.37150	WATER CONNECTION-WAC	0.00	0.00	0.00	1,687.91	0.00%
601.00000.37151	WATER RECONNECT-CALL OU	0.00	48.50	1,000.00	2,636.63	(163.66%)
601.00000.37170	WATER PERMITS	0.00	0.00	100.00	100.00	0.00%
601.00000.37171	WATER PERMIT SURCHARGES	0.00	0.00	10.00	0.00	100.00%
601.00000.37172	WATER METER SALES & INSTA	0.00	0.00	1,500.00	10,403.24	(593.55%)
601.00000.37174	INSTALL CHGS-NEW PERMITS	0.00	0.00	0.00	824.76	0.00%
601.00000.37201	SEWER COLLECTIONS	0.00	321.35	848,892.00	818,383.74	3.59%
601.00000.37204	PENALTIES-SEWER	0.00	3,019.98	15,000.00	13,926.97	7.15%
601.00000.37250	SEWER CONNECTION-SAC	0.00	0.00	0.00	59,253.26	0.00%
601.00000.37251	SEWER CONN-INTEREST	0.00	0.00	0.00	959.63	0.00%
601.00000.37270	SEWER PERMITS	0.00	0.00	100.00	100.00	0.00%
601.00000.37271	SEWER PERMIT SURCHARGES	0.00	0.00	10.00	0.00	100.00%
601.00000.37273	SEWER HOOK-UP CHARGES	0.00	0.00	150.00	290.00	(93.33%)
601.00000.39206	TRANSFER FROM RECYCLING	0.00	0.00	1,500.00	0.00	100.00%
Total Revenues		0.00	6,086.21	1,516,304.00	1,483,365.65	2.17%
Total PUBLIC UTILITIES OPERATIONS Revenues		\$ 0.00	\$ 6,086.21	\$ 1,516,304.00	\$ 1,483,365.65	2.17%

Expenditures**WATER DEPARTMENT Expenditures**

601.49400.01010	FULL TIME EMPLOYEES	\$ 0.00	\$ 8,749.47	\$ 109,000.00	\$ 104,523.04	4.11%
601.49400.01013	OVERTIME	0.00	443.94	7,912.00	6,214.16	21.46%
601.49400.01020	ON CALL SALARIES	0.00	109.23	3,014.00	836.13	72.26%
601.49400.01040	TEMPORARY EMPLOYEES	0.00	0.00	5,000.00	0.00	100.00%
601.49400.01050	VACATION BUY BACK	0.00	0.00	1,700.00	(175.50)	110.32%
601.49400.01210	PERA CONTRIBUTIONS-EMPLO	0.00	697.70	8,695.00	8,364.54	3.80%
601.49400.01220	FICA/MC CONTRIBUTIONS-EMP	0.00	690.91	9,690.00	8,297.88	14.37%
601.49400.01300	HEALTH & DENTAL INSURANCE	0.00	1,947.85	19,985.00	18,936.91	5.24%
601.49400.01313	LIFE INSURANCE	0.00	7.68	95.00	84.47	11.08%
601.49400.01510	WORKERS COMPENSATION	0.00	0.00	7,900.00	8,357.50	(5.79%)
601.49400.02000	OFFICE SUPPLIES	0.00	58.54	800.00	554.29	30.71%
601.49400.02030	PRINTED FORMS	0.00	0.00	2,000.00	1,360.49	31.98%
601.49400.02100	OPERATING SUPPLIES	0.00	87.19	800.00	380.74	52.41%
601.49400.02120	MOTOR FUELS & LUBRICANTS	0.00	521.18	2,700.00	2,522.71	6.57%
601.49400.02200	REPAIR & MAINTENANCE	0.00	163.78	60,000.00	62,796.61	(4.66%)
601.49400.02210	EQUIPMENT PARTS	0.00	0.00	1,000.00	104.41	89.56%

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Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
601.49400.02220 POSTAGE	0.00	49.55	2,500.00	1,767.31	29.31%
601.49400.02221 TIRES	0.00	0.00	500.00	0.00	100.00%
601.49400.02222 STREET REPAIRS	0.00	0.00	3,000.00	15,288.13	(409.60%)
601.49400.02261 WATER TESTING	0.00	72.00	800.00	1,018.50	(27.31%)
601.49400.02262 WATER METER & SUPPLIES	0.00	0.00	5,500.00	18,010.00	(227.45%)
601.49400.02264 SAFE DRINKING WATER FEE	0.00	0.00	13,900.00	10,466.00	24.71%
601.49400.02280 UNIFORM ALLOWANCE	0.00	0.00	950.00	734.10	22.73%
601.49400.03010 AUDIT & ACCTG SERVICES	0.00	0.00	2,700.00	5,368.75	(98.84%)
601.49400.03030 ENGINEERING FEES	0.00	0.00	2,500.00	0.00	100.00%
601.49400.03040 LEGAL FEES	0.00	0.00	300.00	0.00	100.00%
601.49400.03210 TELEPHONE	0.00	40.00	900.00	469.04	47.88%
601.49400.03310 TRAVEL EXPENSE	0.00	0.00	1,100.00	990.03	10.00%
601.49400.03500 PRINTING & PUBLISHING	0.00	69.88	7,600.00	9,737.78	(28.13%)
601.49400.03600 INSURANCE	0.00	0.00	7,000.00	7,801.32	(11.45%)
601.49400.03870 WATER USAGE-CITY OF BLAIN	0.00	0.00	3,500.00	4,441.10	(26.89%)
601.49400.04000 CONTRACTUAL SERVICE	0.00	42.05	7,511.00	1,353.30	81.98%
601.49400.04050 MAINTENANCE AGREEMENTS	0.00	66.70	13,775.00	2,190.59	84.10%
601.49400.04300 CONFERENCE & SCHOOLS	0.00	0.00	1,500.00	409.42	72.71%
601.49400.04330 DUES & SUBSCRIPTIONS	0.00	0.00	560.00	271.12	51.59%
601.49400.04370 PERMITS AND TAXES	0.00	0.00	8,400.00	8,209.25	2.27%
601.49400.04470 SURCHARGES-WATER	0.00	0.00	10.00	0.00	100.00%
601.49400.07000 PERMANENT TRANSFERS OUT	0.00	0.00	94,253.00	0.00	100.00%
Total WATER DEPARTMENT Expenditures	0.00	13,817.65	419,050.00	311,684.12	25.62%
WATER TREATMENT PLANT Expenditures					
601.49402.02100 OPERATING SUPPLIES	0.00	0.00	100.00	0.00	100.00%
601.49402.02120 MOTOR FUELS & LUBRICANTS	0.00	0.00	2,000.00	0.00	100.00%
601.49402.02160 CHEMICALS & CHEMICAL PRO	0.00	0.00	19,000.00	15,383.94	19.03%
601.49402.02200 REPAIR & MAINTENANCE	0.00	3,250.92	15,000.00	14,000.36	6.66%
601.49402.02210 EQUIPMENT PARTS	0.00	0.00	4,000.00	1,598.82	60.03%
601.49402.03030 ENGINEERING FEES	0.00	0.00	1,000.00	3,911.75	(291.18%)
601.49402.03600 INSURANCE	0.00	0.00	10,200.00	11,931.36	(16.97%)
601.49402.03810 ELECTRIC UTILITIES	0.00	4,997.38	75,000.00	85,183.70	(13.58%)
601.49402.03830 GAS UTILITIES	0.00	154.54	2,600.00	2,276.26	12.45%
601.49402.04000 CONTRACTUAL SERVICE	0.00	0.00	3,500.00	0.00	100.00%
601.49402.04370 PERMITS,DUES,SUBSCRIPTIO	0.00	0.00	2,850.00	600.00	78.95%
601.49402.07000 PERMANENT TRANSFERS OUT	0.00	0.00	44,945.00	0.00	100.00%
Total WATER TREATMENT PLANT Expenditures	0.00	8,402.84	180,195.00	134,886.19	25.14%
SEWER DEPARTMENT Expenditures					
601.49450.01010 FULL TIME EMPLOYEES	0.00	8,749.47	109,000.00	104,523.45	4.11%
601.49450.01013 OVERTIME	0.00	443.95	7,912.00	6,214.29	21.46%
601.49450.01020 ON CALL SALARIES	0.00	109.23	3,014.00	836.14	72.26%
601.49450.01040 TEMPORARY EMPLOYEES	0.00	0.00	5,000.00	0.00	100.00%
601.49450.01050 VACATION BUY BACK	0.00	0.00	1,700.00	(175.50)	110.32%
601.49450.01210 PERA CONTRIBUTIONS-EMPLO	0.00	697.74	8,695.00	8,365.03	3.79%
601.49450.01220 FICA/MC CONTRIBUTIONS-EMP	0.00	690.99	9,690.00	8,298.60	14.36%
601.49450.01300 HEALTH & DENTAL INSURANCE	0.00	1,947.87	19,985.00	18,936.93	5.24%
601.49450.01313 LIFE INSURANCE	0.00	7.70	95.00	84.69	10.85%

CITY OF SPRING LAKE PARK
Statement of Revenue and Expenditures

Revised Budget
For PUBLIC UTILITIES OPERATIONS (601)
For the Fiscal Period 2019-11 Ending November 30, 2019

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
601.49450.01510 WORKERS COMPENSATION	0.00	0.00	7,900.00	8,357.50	(5.79%)
601.49450.02000 OFFICE SUPPLIES	0.00	58.56	800.00	190.76	76.16%
601.49450.02030 PRINTED FORMS	0.00	0.00	1,500.00	1,360.49	9.30%
601.49450.02100 OPERATING SUPPLIES	0.00	87.20	500.00	241.00	51.80%
601.49450.02120 MOTOR FUELS & LUBRICANTS	0.00	521.16	2,700.00	2,522.63	6.57%
601.49450.02200 REPAIR & MAINTENANCE	0.00	65.50	10,000.00	13,851.98	(38.52%)
601.49450.02210 EQUIPMENT PARTS	0.00	54.14	3,000.00	641.26	78.62%
601.49450.02220 POSTAGE	0.00	49.55	2,500.00	1,542.25	38.31%
601.49450.02221 TIRES	0.00	0.00	500.00	0.00	100.00%
601.49450.02222 STREET REPAIRS	0.00	0.00	1,500.00	3,040.00	(102.67%)
601.49450.02262 WATER METER & SUPPLIES	0.00	0.00	6,000.00	11,030.69	(83.84%)
601.49450.02280 UNIFORM ALLOWANCE	0.00	0.00	950.00	734.10	22.73%
601.49450.03010 AUDIT & ACCTG SERVICES	0.00	0.00	2,700.00	5,368.75	(98.84%)
601.49450.03030 ENGINEERING FEES	0.00	0.00	2,500.00	0.00	100.00%
601.49450.03040 LEGAL FEES	0.00	0.00	300.00	0.00	100.00%
601.49450.03210 TELEPHONE	0.00	40.01	700.00	418.95	40.15%
601.49450.03310 TRAVEL EXPENSE	0.00	0.00	1,000.00	345.80	65.42%
601.49450.03500 PRINTING & PUBLISHING	0.00	0.00	300.00	0.00	100.00%
601.49450.03600 INSURANCE	0.00	0.00	11,500.00	12,453.32	(8.29%)
601.49450.03810 ELECTRIC UTILITIES	0.00	360.29	4,000.00	5,056.56	(26.41%)
601.49450.03840 METRO WASTE CONTROL	0.00	49,464.84	593,579.00	544,113.24	8.33%
601.49450.04000 CONTRACTUAL SERVICE	0.00	42.05	13,511.00	2,308.30	82.92%
601.49450.04050 MAINTENANCE AGREEMENTS	0.00	66.71	6,500.00	2,190.63	66.30%
601.49450.04300 CONFERENCE & SCHOOLS	0.00	0.00	1,950.00	119.42	93.88%
601.49450.04330 DUES & SUBSCRIPTIONS	0.00	0.00	340.00	63.13	81.43%
601.49450.04450 RESERVE CAPACITY CHARGE	0.00	4,920.30	0.00	56,894.74	0.00%
601.49450.04460 SURCHARGES-SEWER	0.00	0.00	10.00	0.00	100.00%
601.49450.07000 PERMANENT TRANSFERS OUT	0.00	0.00	75,228.00	0.00	100.00%
Total SEWER DEPARTMENT Expenditures	0.00	68,377.26	917,059.00	819,929.13	10.59%
Total PUBLIC UTILITIES OPERATIONS Expenditures	\$ 0.00	\$ 90,597.75	\$ 1,516,304.00	\$ 1,266,499.44	16.47%
PUBLIC UTILITIES OPERATIONS Excess of Revenues O \$	0.00	\$ (84,511.54)	0.00	\$ 216,866.21	0.00%

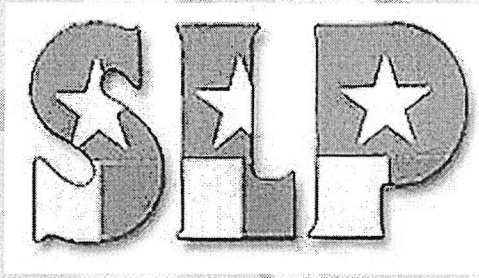
CITY OF SPRING LAKE PARK
Statement of Revenue and Expenditures
Revised Budget

For the Fiscal Period 2019-11 Ending November 30, 2019

Account Number		Current Budget		Current Actual		Annual Budget		YTD Actual		Remaining Budget %
Total Revenues	\$	0.00	\$	6,086.21	\$	1,516,304.00	\$	1,483,365.65		2.17%
Total Expenditures	\$	0.00	\$	90,597.75	\$	1,516,304.00	\$	1,266,499.44		16.47%
Total Excess of Revenues Over Expenditures	\$	0.00	\$	(84,511.54)	\$	0.00	\$	216,866.21		0.00%

CITY OF SPRING LAKE PARK
STATEMENT OF FUND BALANCE
NOVEMBER 2019

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE</u>
101	GENERAL	\$ 534,674.63
102	ELECTIONS	\$ 68,241.81
103	POLICE RESERVES	\$ 4,230.32
104	NORTH CENTRAL SUBURBAN CABLE	\$ 13,296.13
108	POLICE FORFEITURES	\$ 15,283.90
112	ESCROW TRUST	\$ 219,536.72
115	COMPREHENSIVE PLAN UPDATE	\$ (11,835.37)
<u>SPECIAL REVENUE FUNDS</u>		
224	SMALL EQUIPMENT REPLACEMENT	\$ 11,455.54
225	PARK ACQUISITION & IMPROVEMENTS	\$ 585,389.47
226	PARK EQUIPMENT & IMPROVEMENTS	\$ 9,395.42
227	HRA EXCESS	\$ 226,530.32
229	SANBURNOL PARK IMPROVEMENTS	\$ 22,609.90
230	RECYCLING	\$ 59,765.24
234	STREET LIGHTING	\$ 37,892.48
235	RIGHT-OF-WAY MAINTENANCE	\$ 1,897.74
237	PARK & RECREATION SPECIAL PROJECTS	\$ 20,197.12
238	GRANTS & SPECIAL PROJECTS	\$ 2,308.67
240	TOWER DAYS	\$ 13,915.70
243	PUBLIC SAFETY RADIO REPLACEMENT	\$ 20,666.32
244	RECREATION PROGRAMS	\$ 464,687.26
248	TRAFFIC EDUCATION	\$ 48,398.06
249	EMERGENCY MANAGEMENT	\$ 6,214.41
250	ANIMAL CONTROL	\$ 3,047.36
251	FORESTRY	\$ (190.86)
<u>DEBT SERVICE FUNDS</u>		
304	2016A NORTH METRO CABLE BOND DEBT SERVICE	\$ 44.92
306	LEGENDS OF SLP-TIF 6.1	\$ (4,622.16)
313	2011A FIRE EQUIPMENT BOND-DEBT SERVICE	\$ -
328	2013B PUBLIC WORKS BUILDING-DEBT SERVICE	\$ (79,270.00)
329	2013A EQUIPMENT CERTIFICATE-DEBT SERVICE	\$ 28,270.84
330	2014A G.O. IMPROVEMENT-DEBT SERVICE (2014-15 ST PRJ)	\$ 599,924.49
331	2017A G.O. EQUIPMENT CERTIFICATE-SLP FIRE	\$ 94,188.28
332	2018A G.O. EQUIPMENT CERTIFICATE-DEBT SERVICE	\$ (66,421.00)
333	2018A SLP FIRE DEBT SERVICE (BLAINE)	\$ 9,503.13
384	2013A (Refi 2005A) FIRE DEPARTMENT-DEBT SERVICE	\$ 12,334.46
<u>CAPITAL PROJECTS FUNDS</u>		
400	REVOLVING CONSTRUCTION	\$ 1,154,758.26
401	CAPITAL INVESTMENT	\$ 2,089,128.39
402	MSA MAINTENANCE	\$ 153,330.37
403	CAPITAL REPLACEMENT	\$ 415,569.15
407	SEALCOATING	\$ (18,310.36)
410	LAKESIDE/LIONS PARK IMPROVEMENT	\$ 22,420.04
416	BUILDING MAINTENANCE & RENEWAL	\$ 117,528.35
425	STORM SEWER REHAB	\$ 156,492.88
429	2013 EQUIPMENT CERTIFICATE	\$ 32,974.10
431	2017A G.O. EQUIPMENT CERTIFICATE-SLP FIRE	\$ 6,785.74
432	2018A G.O. EQUIPMENT CERTIFICATE	\$ 363,252.13
<u>ENTERPRISE FUNDS</u>		
600	PUBLIC UTILITY RENEWAL & REPLACEMENT	\$ 1,801,684.30
601	PUBLIC UTILITY OPERATIONS	\$ 929,497.66
602	WATER TREATMENT PLANT	\$ 318,915.14
<u>INTERNAL SERVICE FUNDS</u>		
700	SEVERANCE	\$ (79,752.26)
GRAND TOTAL		<u><u>\$ 10,435,835.14</u></u>



WHAT SAFEASSURE will DO FOR The City Of Spring Lake Park

**INFORMATION
PACKET/PROPOSAL**

January 2020

The United States Department of Labor, Division of Occupational Safety and Health Administration and the Minnesota Department of Labor, Division of Occupational Safety and Health Administration require employers to have documented proof of employee training and written procedures for certain specific standards. **The attached addendum and training schedule clarify written and training requirements.**

The required standards that apply to The City of Spring Lake Park are listed below:

A.W.A.I.R.

MN Statute 182.653

"An employer covered by this section must establish a written Work-place Accident & Injury program that promotes safe & healthful working conditions".

BLOODBORNE PATHOGENS

29 CFR 1910.1030

Each employer having an employee(s) with occupational exposure as defined by paragraph (b) of this section shall establish a written Exposure Control Plan designed to eliminate or minimize employee exposure.

CONFINED SPACE

29 CFR 1910.146

If the employer decides that its employees will enter permit spaces, the employer shall develop and implement a written permit space program.....

CONTROL OF HAZARDOUS ENERGY

29 CFR 1910.147 &

MN Statute 5207.0600

"Procedures shall be developed, documented & utilized for the control of potentially hazardous energy when employees are engaged in the activities covered by this section".

EMERGENCY ACTION PLAN

29 CFR 1910.35 THRU .38

"The emergency action plan shall be in writing and shall cover the designated actions employers & employees must take to insure employee safety from fire & other emergencies".

ERGONOMICS

29 CFR PART 1910.900 THRU 1910.944

"Training required for each employee and their supervisors must address signs and symptoms of MSD's, MSD hazards and controls used to address MSD hazards."

EXCAVATIONS/TRENCHING 1926.651 (k)(1)

Daily inspections of excavations, the adjacent areas, and protective systems shall be made by a competent person for evidence of a situation that could result in possible cave-ins, indications of failure of protective systems, hazardous atmospheres, or other hazardous conditions.

GENERAL DUTY CLAUSE

PL91-596

"Hazardous conditions or practices not covered in an O.S.H.A. Standard may be covered under section 5(a)(1) of the act, which states: Each employer shall furnish to each of {their} employees employment and a place of employment which is free from recognized hazards that are causing or are likely to cause death or serious physical harm to {their} employees."

HAZARD COMMUNICATIONS

29 CFR 1910.1200 &

MN Statute 5206.0100 thru 5206.1200

"Evaluating the potential hazards of chemicals, and communicating information concerning hazards and appropriate protective measures to employees may include, but is not limited to, provision for: development & maintaining a written hazard communication program for the work-place..."

LOGGING OPERATIONS 1910.266 (i)(1)

The employer shall provide training for each employee, including supervisors, at no cost to the employee.

MOBILE EARTHMOVING EQUIPMENT

MN RULES 5207.1000

Mobile earth-moving equipment operators and all other employees working on the ground exposed to mobile earth-moving equipment shall be trained in the safe work procedures pertaining to mobile earth-moving equipment and in the recognition of unsafe or hazardous conditions.

OCCUPATIONAL NOISE EXPOSURE

29 CFR 1910.95

The employer shall institute a training program for all employees who are exposed to noise at or above an 8-hour time weighted average of 85 decibels and shall ensure employee participation in such a program.

OVERHEAD CRANES

1910.179(j)(3)

Periodic inspection. Complete inspections of the crane shall be performed at intervals as generally defined in paragraph (j)(1)(ii)(b) of this section, depending upon its activity.....

PERSONAL PROTECTIVE EQUIPMENT

1926.95 a)

"Application." Protective equipment, including personal protective equipment for eyes, face, head, and extremities, protective clothing, respiratory devices, and protective shields and barriers, shall be provided, used, and maintained in a sanitary and reliable condition wherever it is necessary by reason of hazards of processes or environment, chemical hazards, radiological hazards, or mechanical irritants encountered in a manner capable of causing injury or impairment in the function of any part of the body through absorption, inhalation or physical contact.

RESPIRATORY PROTECTION

29 CFR 1910.134

Written standard operating procedures governing the selection and use of respirators shall be established.

RECORDING AND REPORTING OCCUPATIONAL INJURIES AND ILLNESSES

29 CFR 1904

"Each employer shall maintain in each establishment a log and summary of all occupational injuries and illnesses for that establishment....."

In the interest of Quality Safety Management, it may be recommended that written procedures and documented employee training also be provided for the following Subparts when or if applicable during the Service Agreement year. (Subparts represent multiple standards)

1910 Subparts

Subpart D - Walking - Working Surfaces
Subpart E - Means of Egress
Subpart F - Powered Platforms, Man-lifts, and Vehicle-Mounted Work Platforms
Subpart G - Occupational Health and Environmental Control
Subpart H - Hazardous Materials
Subpart I - Personal Protective Equipment
Subpart J - General Environmental Controls
Subpart K - Medical and First Aid
Subpart L - Fire Protection
Subpart M - Compressed Gas and Compressed Air Equipment
Subpart N - Materials Handling and Storage
Subpart O - Machinery and Machine Guarding
Subpart P - Hand and Portable Powered Tools and Other Hand-Held Equipment.
Subpart Q - Welding, Cutting, and Brazing.
Subpart S - Electrical
Subpart Z - Toxic and Hazardous Substances

1926 Subparts

Subpart C - General Safety and Health Provisions
Subpart D - Occupational Health and Environmental Controls
Subpart E - Personal Protective and Life Saving Equipment
Subpart F - Fire Protection and Prevention
Subpart G - Signs, Signals, and Barricades
Subpart H - Materials Handling, Storage, Use, and Disposal
Subpart I - Tools - Hand and Power
Subpart J - Welding and Cutting
Subpart K - Electrical
Subpart L - Scaffolds
Subpart M - Fall Protection
Subpart N - Cranes, Derricks, Hoists, Elevators, and Conveyors
Subpart O - Motor Vehicles, Mechanized Equipment, and Marine Operations
Subpart P - Excavations
Subpart V - Power Transmission and Distribution
Subpart W - Rollover Protective Structures; Overhead Protection
Subpart X - Stairways and Ladders
Subpart Z - Toxic and Hazardous Substances
Applicable MN OSHA 5205 Rules
Applicable MN OSHA 5207 Rules
Applicable MN OSHA 5206 Rules (Employee Right to Know)

All training on the programs written by SafeAssure Consultants, Inc. will meet or exceed State and/or Federal OSHA requirements.

These programs/policies and procedures listed on the addendum **do not** include the cost of hardware such as labels, signs, etc. and will be the responsibility of The City of Spring Lake Park to obtain as required to comply with OSHA standards.

Our Service Agreement year will begin on the signing of this Service Agreement. Classroom training will be accomplished at a time convenient to most employees/management and so selected as to disrupt the workday as little as possible.

All documents and classroom training produced by SafeAssure Consultants for The City of Spring Lake Park are for the sole and express use by The City of Spring Lake Park and its employees and not to be shared, copied, recorded, filmed or used by any division, department, subsidiary, or parent organization or any entity whatsoever, without prior written approval of SafeAssure Consultants.

It is always the practice of SafeAssure Consultants to make modifications and/or additions to your program when necessary to comply with changing OSHA standards/statutes. These changes or additions, when made during a Service Agreement year, will be made at no additional cost to The City of Spring Lake Park.

All written programs/services that are produced by SafeAssure Consultants, Inc. are guaranteed to meet the requirements set forth by MNOSHA/OSHA. SafeAssure Consultants, Inc. will reimburse The City of Spring Lake Park should MNOSHA/OSHA assess a fine for a deficient or inadequate written program that was produced by SafeAssure Consultants, Inc. SafeAssure Consultants, Inc. does not take responsibility for financial loss due to MNOSHA/OSHA fines that are unrelated to written programs mentioned above.

If SafeAssure fails to perform any of the provisions of this Service Agreement or so fails to administer the work as to endanger the performance of the Service Agreement, such failure may constitute default. Unless the default is excused by the city, the city may, upon written notice to the SafeAssure, cancel this agreement in partial or entirety.

As a "full-service client" all time spent consulting, answering questions, correspondence, and OSHA inspection assistance both on and off site are part of the Service Agreement services and are included (see also schedule within).

ADDENDUM
SAFETY PROGRAM RECOMMENDATIONS
The City of Spring Lake Park

Written Programs & Training

A.W.A.I.R. (A Workplace Accident and Injury Reduction Act)

- review/modify or write site specific program
- documented training of all personnel
- accident investigation
- simulated OSHA inspection

Bloodborne Pathogens

- review/modify or write site specific program
- documented training of all personnel

Chainsaw/Tree Trimming

- review/modify or write site specific program
- documented training of all personnel

Confined Space

- review/modify or write site specific program
- documented training of all personnel

Contractors Safety Program

- review/modify or write site specific program
- documented training of all personnel

Cranes-Chains-Slings

- review/modify or write site specific program
- documented training of all personnel (inspections)

Emergency Action Plan

- review/modify or write site specific program
- documented training of all personnel

Employee Right to Know/Hazard Communication

- review/modify or write site specific program
- documented training of all personnel (general and specific training)
- various labeling requirements
- assist with installing and initiating MSDSonline Database

Ergonomics/Proper Lifting

- review/modify or write site specific program
- documented training of all personnel
 - job hazards-recognition
 - control steps
 - reporting
 - management leadership requirements
 - employee participation requirements

Fleet Safety/Defensive Driving

- review/modify or write site specific program
- documented training of all personnel

General Safety Requirements (other as required)

- review/modify or write site specific program
- documented training of all personnel

Hearing Conservation (Occupational Noise Exposure)

- review/modify or write site specific program
- documented training of all personnel
- decibel testing and documentation

Lock Out/Tag Out (Control of Hazardous Energy)

- review/modify or write site specific program
- documented training of all personnel

Mobile Earthmoving Equipment

- review/modify or write site specific program
- documented training of all personal

Personal Protective Equipment

- review/modify or write site specific program
- documented training of all personnel

Recordkeeping

- review/modify or write site specific program
- documented training of all personnel

Respiratory Protection

- review/modify or write site specific program
- documented training of all personnel
- Medical Questionnaire/Fit Tests

Trenching/Excavation

- review/modify or write site specific program
- documented training of all personnel

The "SafeAssure Advantage"

- On-Line training available for AWAIR, EAP, ERTK, ERGO/Lifting, Bloodborne, Fire Extinguishers
- Safety Committee Advisor
- Employee Safety Progress Analysis
- SafeAssure "Client Discount Card" from Fastenal Stores or Catalogs (15% off any item)
- Job Hazard Analysis (JHA for more hazardous tasks/jobs)
- Training manual maintenance
- Safety manual maintenance
- Documented decibel testing
- Documented air quality readings-(CO-as required)
- Documented foot-candle readings (if needed)
- OSHA recordkeeping
- General Duty Clause
- Assistance during an actual OSHA inspection
- General safety recommendations
- "ALERT" data base
- Unlimited consulting services

Service Agreement

THIS AGREEMENT is made this first day of January 2020 between The City of Spring Lake Park, Spring Lake Park, Minnesota, herein referred to as The City of Spring Lake Park and SafeAssure Consultants, Inc. 200 S.W. Fourth Street, Willmar, Minnesota, herein referred to as SafeAssure.

SafeAssure agrees to abide by all applicable federal and state laws including, but not limited to, OSHA regulations and local/state/national building codes. Additionally, SafeAssure will practice all reasonable and appropriate safety and loss control practices.

SafeAssure agrees to provide, at the time of execution of this Service Agreement, The City of Spring Lake Park (upon request) with a current Certificate of Insurance with proper coverage lines and a **minimum of \$2,000,000.00** in insurance limits of general liability and statutory for workers' compensation insurance. SafeAssure is insured by "The Hartford" insurance companies.

SafeAssure further agrees that The City of Spring Lake Park will not be held liable for any claims, injuries, or damages of whatever nature due to negligence, alleged negligence, acts or omissions of SafeAssure to third parties. SafeAssure expressly forever releases and discharges The City of Spring Lake Park, its agents, members, officers, employees, heirs and assigns from any such claims, injuries, or damages. SafeAssure will also agree to defend, indemnify and hold harmless The City of Spring Lake Park, its agents, members and heirs from any and all claims, injuries, or damages of whatever nature pursuant to the provisions of this agreement.

SafeAssure and its employees is an independent contractor of The City of Spring Lake Park, and nothing in this agreement shall be considered to create the relationship of an employer/employee.

In consideration of this signed Service Agreement, for the period of **Twelve Months** from the signing month, SafeAssure Consultants, Inc. agrees to provide The City of Spring Lake Park, the aforementioned features and services. These features and services include but are not limited to providing OSHA compliance recommendations/consultations, scheduled classroom-training sessions, unlimited online training, and writing and maintaining mandatory OSHA programs. These features and services will be prepared to meet the specific needs of The City of Spring Lake Park.

ANNUAL SERVICE AGREEMENT (FULL SERVICE)
MSDS/SDS ON-LINE SERVICES

\$6,537.54
(included)

TOTAL ANNUAL \$ \$6,537.54

IN TESTIMONY WHEREOF, we agree to the day and year first above written and, if representing an organization or similar entity, further certify the undersigned are a duly authorized agent of said entity and authorized to sign on behalf of identified entity.

X _____
The City of Spring Lake Park Date

X _____
The City of Spring Lake Park Date

X 

President-SafeAssure

112219

Date

Willmar, MN 56201
770 Highway 71 NE

Date	Invoice #
11/26/2019	1687

Bill To
Spring Lake Park Wanda Brown 1301 81st Ave NE Spring Lake Park, MN 55432

Ship To

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
	Due By Dec. 31st		11/26/2019			
Quantity	Item Code	Description			Price Each	Amount
1	Consulting	Safety Training			6,537.54	6,537.54
Thank you for your business! We appreciate your partnership with us!					Total	\$6,537.54

**MNSPECT** LLC

HELPING YOU COMPLY WITH THE CODE

235 First Street West • Waconia, MN 55387-1302

Phone # 952-442-7520

Fax # 952-442-7521

Invoice

Invoice #: 8037**Invoice Date:** 12/6/2019**Due Date:** 12/26/2019**Bill To:**

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

Description	Hours/Qty	Rate	Serviced	Amount
Residential Inspection/Permit Fee		2,958.90		2,958.90
Residential Plan Review		485.63		485.63
Residential Plumbing Permit Fees		304.50		304.50
Residential Mechanical Permit Fee		511.00		511.00
Commercial Inspection/Permit Fee		3,096.37		3,096.37
Commercial Plan Review Fee		2,875.21		2,875.21
Commercial Plumbing Permit Fee		101.36		101.36
Commercial Plumbing Plan Review Fee		94.12		94.12
Commercial Mechanical Permit Fee		4,540.94		4,540.94
Commercial Mechanical Plan Review Fee		4,216.59		4,216.59
Sprinkler/Alarm Inspection		67.05		67.05
Sprinkler/Alarm Plan Review		62.26		62.26
License/Lead Look-up Fee	17	5.00		85.00
Special Investigation Fees		455.26		455.26
Total				\$19,854.19
Payments/Credits				\$0.00
Balance Due				\$19,854.19

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

Business License - Pawn Shop

December 16, 2019

Lincoln Pawn and Jewelry
8480 Hwy 65 NE

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

Business Licenses - Massage Therapy

December 16, 2019

Acupressure Massage 8189 University Avenue NE

Massage Enterprise

Jian Shi

Xiaolin Wang

Individual Therapeutic Massage

Qianrong Song

Jian Shi

Hair By Hughes 913 Manor Dr

Massage Enterprise

Carleen Bayer

Individual Therapeutic Massage

Cynthia McQuade

Spring Lake Spa, LLC. 7777 Hwy 65 NE

Massage Enterprise

Lirong Yang

Individual Therapeutic Massage

Lirong Yang ****Pending Background Approval**

Xiaoxin Qu **** Pending Background Approval**

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

Contractor's Licenses

December 16, 2019

General Contractor

Hasco Stone & Tile, LLC.

Mechanical Contractor

Superior Heating and Air

Plumbing Contractor

Jake The Plumber, LLC.

Noah Acquisitions

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

Sign Permit

December 16, 2019

Sign Permit

Hy-Vee 60' Pylon

8155 Hwy 65



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

Sign Permit Application

DATE: 9-30-19
NAME OF APPLICANT: NESPER SIGN INC.
ADDRESS OF APPLICANT: 4620 J. St. S.W. CEDAR RAPIDS, IA 52404
TELEPHONE NUMBER OF APPLICANT: 319-366-5312
NAME OF BUSINESS AND LOCATION of building structure, or lot to which or upon which the sign is
to be attached or erected H7-LEE FAST & FRESH

New Construction: ☒ Remodel: ☐ Word Change Only: ☐

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

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

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

Name of person, firm or corporation erecting the structure: NESPER SIGN INC.

Address: 4620 J. St. S.W. CEDAR RAPIDS, IA. 52404

Is an Electrical Permit required? YES, for H7-LEE CONSTRUCTION

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

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


SIGNATURE OF APPLICANT

FOR OFFICE USE ONLY:*****

FEE: \$ 820

RECEIPT NUMBER: _____

DATE OF APPROVAL: _____ DATE OF ISSUE: _____

REASON FOR DENIAL: _____

ADDITIONAL REQUIREMENTS FOR SIGN PERMIT:

SQUARE FOOTAGE OF FRONT OF BUILDING: $\text{35} \times 460 = 16,100$

SQUARE FOOTAGE OF ALL EXISTING SIGNS: 388

SQUARE FOOTAGE OF PROPOSED SIGN OR SIGNS: $14' \times 22 = 308$ $50' \times 2 = 616$

INCLUDE A DRAWING SHOWING LOCATION AND MESSAGE ON SIGN.

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

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

DRAWING:

proposed (pylon)

$$\begin{array}{r} \text{proposed (pylon)} \\ \times 2 \\ 308 \end{array} - \$75 + 268 \times 1.25 = \$335 = \$410 \times 2 = \$820$$

$$\begin{array}{r} 4830 - 30\% \\ 388 \text{ existing} \\ 616 \text{ proposed} \\ \hline 3826 \text{ Remaining} \end{array}$$



Memorandum

To: Mayor Nelson and Members of the City Council

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

Date: October 29, 2019

Subject: Hy-Vee PUD Amendment

Hy-Vee has made application with the City of Spring Lake Park for an amendment to their PUD ordinance to permit a 60 foot pylon sign at the northwest corner of the property. The PUD ordinance restricts signage height to City Code standard, which is 25 feet in height. Hy-Vee is stating that due to the elevation of the land, existing site trees/vegetation, the County Highway 10 overpass in the area, and the proportion of the site in comparison to the sign, a 60 foot sign is warranted. Hy-Vee also requested the ability to place signage on the pillars of the "Ailes Online" canopy.

Staff did not feel these proposed changes fell within the administrative authority granted under Ordinance 440, and requested a formal application for Planning Commission/City Council discussion and action.

The Planning Commission held a public hearing on the application. The City Planner has recommended an increase in the height of the pylon sign to 35 feet. The Planner also recommended denial of the pillar signage, noting that it was unacceptable and not in keeping with the overall tasteful design of the whole site and building. Hearing no comments from the general public, the Planning Commission accepted the City Planner's recommendation.

There was significant discussion about setting a precedent to other property owners to challenge the height of the sign. Staff expressed its opinion that Hy-Vee is a one-of-a-kind project and parcel in the City, governed by a specific PUD ordinance and that the proposed amendment would not be precedent setting.

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

ORDINANCE NO. 458

**AN ORDINANCE AMENDING ORDINANCE NO. 440, AN ORDINANCE AMENDING
THE OFFICIAL ZONING MAP OF THE CITY OF SPRING LAKE PARK AND
CREATING A NEW PLANNED UNIT DEVELOPMENT DISTRICT**

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

Section 1. Section 2(e) of Ordinance No. 440 is hereby amended as follows:

e. Site and Building Signage

Site and building signage shall be consistent with §153.080 – §153.088 *et seq.* of the Spring Lake Park Code of Ordinance, with the exception of the overall sign height. The overall pylon sign height shall not exceed thirty five (35) feet in height. The existing billboard on site shall be removed.

Section 2. Effective Date. The ordinance shall become effective upon adoption and publication.

Passed by the City Council of the City of Spring Lake Park, Minnesota, this ____ day of November, 2019.

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

To:	Planning Commission City of Spring Lake Park	From:	Phil Carlson, Stantec
File:	Hy-Vee – PUD Amendment, Sign Height	Date:	October 28, 2019

Re: **Hy-Vee – PUD Amendment, Sign Height, | 8101 Highway 65 NE**

BACKGROUND

Hy-Vee is building a new grocery store and gas station at 81st Street and Highway 65, just south of the interchange of County Highway 10 and Highway 65. The project was approved in 2017 under a Planned Unit Development (PUD). While the project has been under construction there have been a few minor changes to the site and building that have been approved administratively, as is allowed by City code for PUDs. This request is for a change to the height of the free-standing sign proposed in the northwest corner of the site adjacent to Highway 65. The request is to change the sign height from the allowed 25-foot height to 60 feet. This is a significant enough change that it warrants bringing it to the Planning Commission and City Council as a PUD amendment rather than approve it administratively.

DISCUSSION

Sign Request

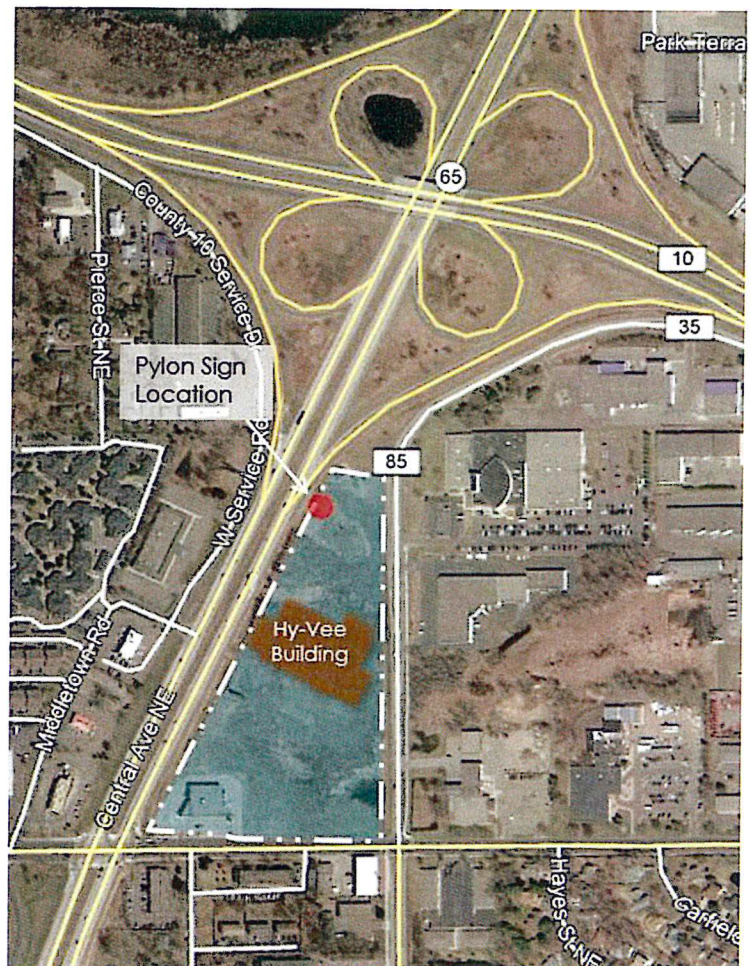
The map to the right shows the Hy-Vee site and the location of the proposed pylon sign. The sign location was approved as part of the original PUD and is noted on the site plan as a "25-ft Height Pole Sign". The request is for a 60-foot-tall sign, so that it will have better visibility from the surrounding highways.

Visibility is an important consideration for high profile businesses like Hy-Vee in high profile locations like the interchange of County Highway 10 and Highway 65. The question is how tall does the sign need to be for reasonable visibility? The graphics on the next page approximate the proposed sign, permitted and proposed heights.

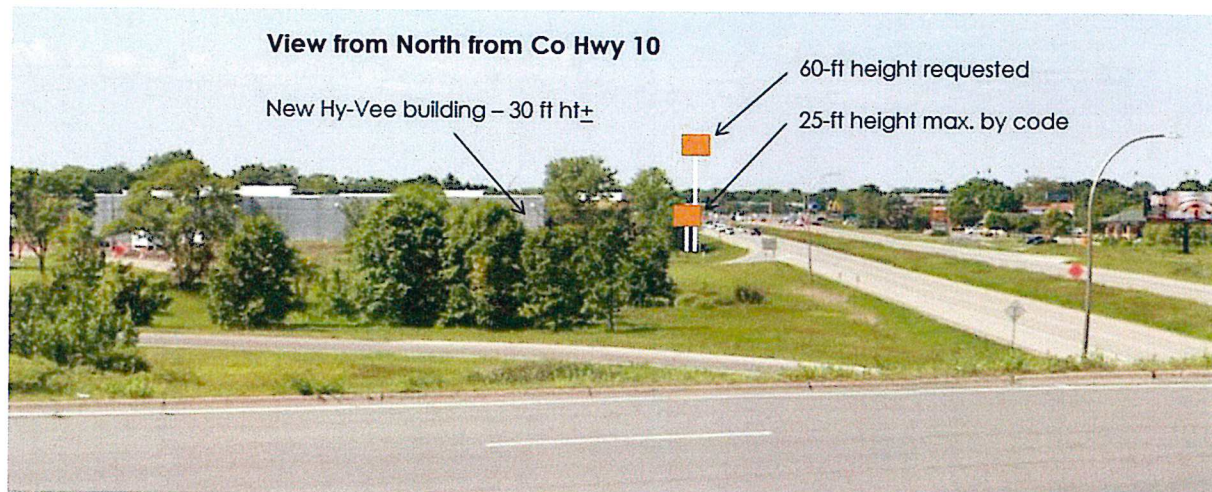
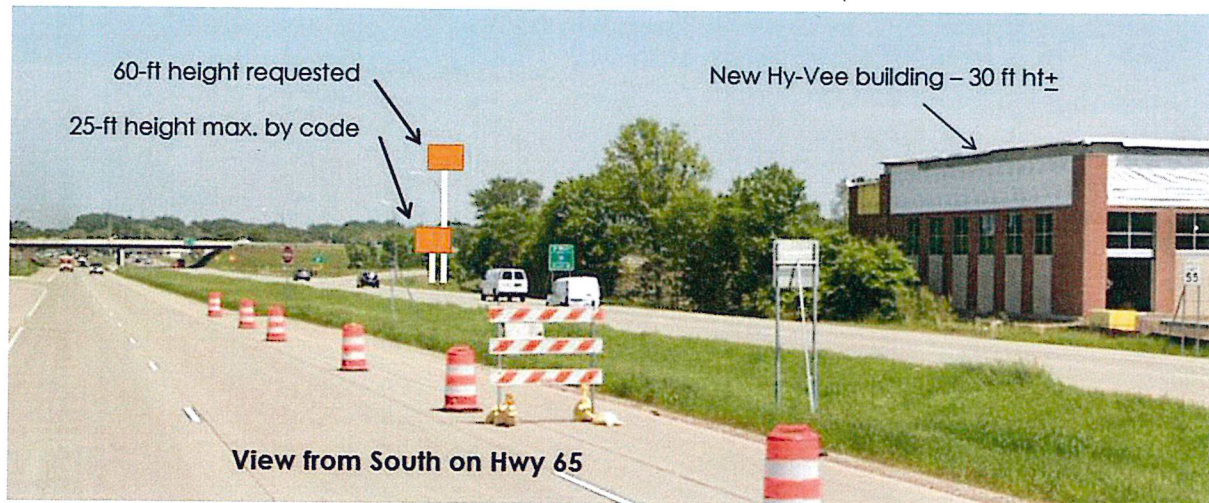
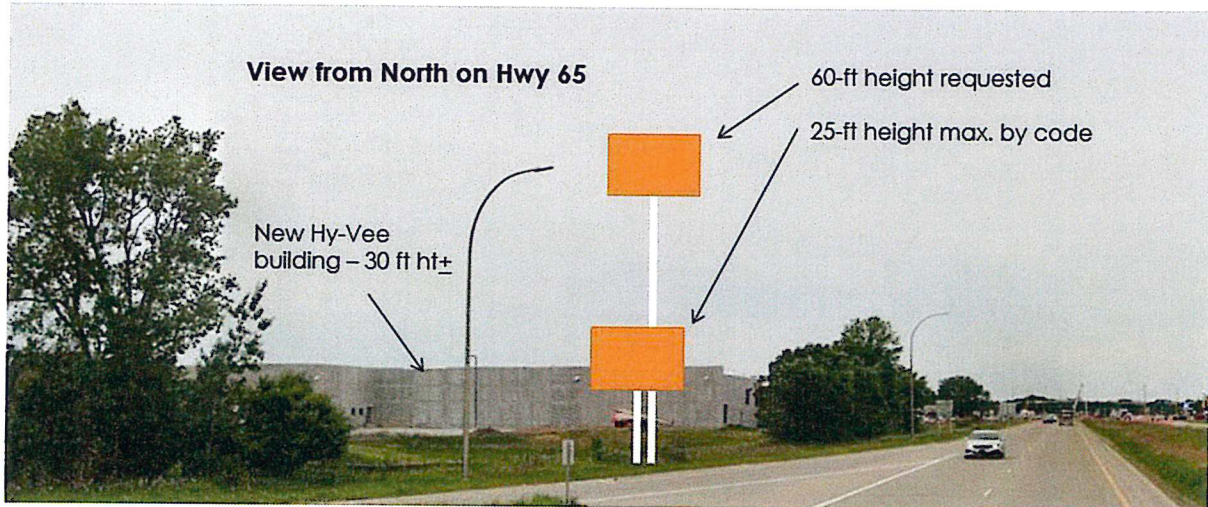
Other Communities Sign Height Standards

A survey of several nearby communities shows that there is variation in the maximum allowable height for freestanding pylon or pole signs in commercial areas, but none as tall as 60 feet. A sampling:

- Coon Rapids: 36 ft
- Mounds View: 45 ft
- Blaine: 50 ft
- Anoka: 25 ft
- Maple Grove: ≤ bldg ht



Reference: Hy-Vee – PUD Amendment, Sign Height, | 8101 Highway 65 NE



Reference: Hy-Vee – PUD Amendment, Sign Height, | 8101 Highway 65 NE

Planning Issues

There are a few issues that might be considered from the City's point of view in this request:

- 1) *Business success.* The City has an interest in the economic success of its businesses. Visibility for customers from adjacent roadways is important. The question is, how large and tall must a sign be to ensure reasonable economic viability?
- 2) *Community appearance.* Tall lighted signs can be seen as an intrusion on the visual landscape, and it is reasonable for the City to limit the height of signs to only that which might be necessary for reasonable business operations.
- 3) *Consistency.* The maximum height for buildings in the City's commercial zoning districts is 35 feet, but the height of a pylon sign is limited to 25 feet. If height of structures is an issue, this difference might be addressed.
- 4) *Fairness.* Different properties have different characteristics and location is important for business. But the City must also be careful not to give one business or property an advantage that it would not give other similarly situated businesses.

The applicant raises a number of issues in support of their request:

- 5) *Height of trees.* It may be reasonable to consider trees that would block visibility of the sign, but it appears that most of the trees near the sign location are considerably lower than the 80 feet noted in the application. Only certain trees on the Hy-Vee property would actually block the view and select trees can be trimmed or removed if they pose a significant problem.
- 6) *Size of development.* It is reasonable to say that major commercial destinations should be easy to find, but the size of the property or building may not be the sole criterion the City uses to grant signage. Even small businesses and properties can attract large numbers of customers and might be primary destinations, such as restaurants, coffee shops, and gas stations, but they usually have a small footprint. The Hy-Vee development is large compared to most businesses in Spring Lake Park, but that does not mean the City is obliged to give a proportionately greater sign height or area.
- 7) *The Code did not anticipate this type of development.* The zoning on this property has been commercial for decades and the Code has been in place with similar standards for decades, even when Highway 10 was a more important and busier highway than it is today. And as is seen from the sample of other city codes, Spring Lake Park's code is not far out of line.
- 8) *Visibility from half a mile.* The City's zoning standards for signs need to be reasonable, but they do not need to guarantee visibility from a certain distance. In each of the views shown on the previous page, the building itself is much more prominent than the sign. The building's features vary slightly in height, but it is approximately 30 feet tall. The views on the previous page are, top to bottom, approximately 250 feet, 850 feet, and 1,100 feet from the sign location.

Reference: Hy-Vee – PUD Amendment, Sign Height, | 8101 Highway 65 NE

CONCLUSION & RECOMMENDATION

The request for a tall sign for a significant commercial development in a prominent location in the City is reasonable on its face. The City's interest in an attractive environment is also reasonable, and very tall, very large signs are a detriment to that environment.

I support allowing Hy-Vee to have a somewhat taller sign and recommend that the Planning Commission recommend granting a PUD amendment to allow a 35-foot tall pylon sign for the Hy-Vee development, the same as the maximum building height in the City's commercial districts. Approximate views of this height in context are illustrated on the next page.

OPTIONS

The Planning Commission has several options:

- 1) Recommend approval of a PUD amendment to allow a 35-foot-tall pylon sign.
- 2) Recommend approval of a PUD amendment to allow a sign of a different height.
- 3) Recommend denial of a PUD amendment for a taller sign.
- 4) Continue the item to a future meeting to gather more information or for more discussion.

FINDINGS OF FACT

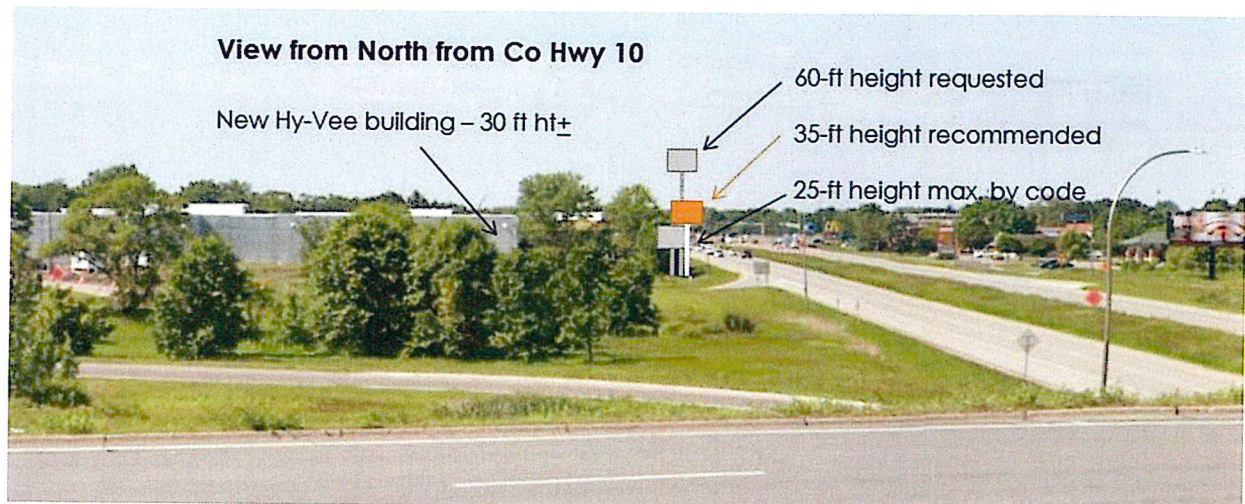
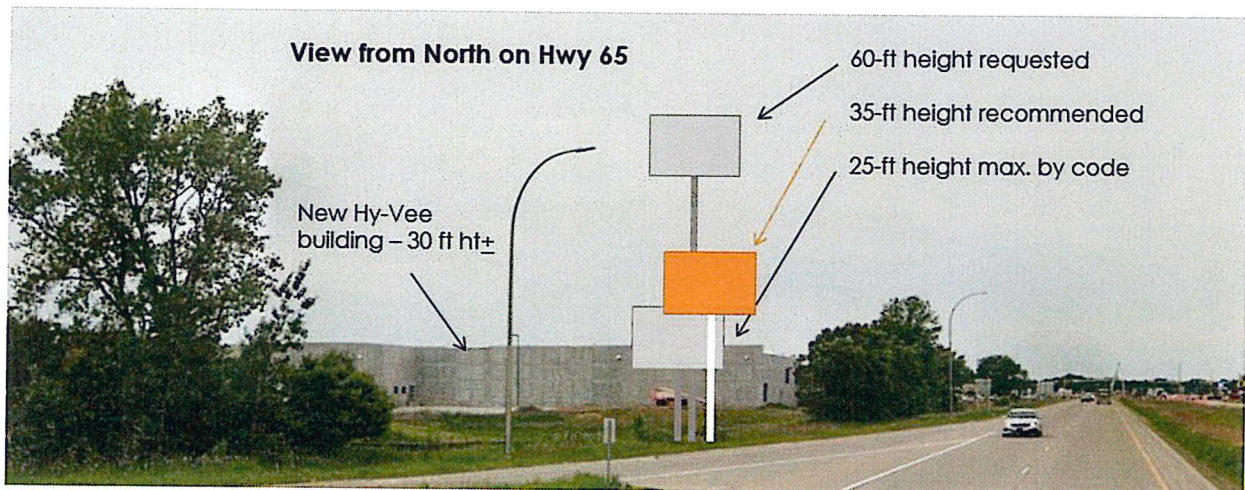
For any of the recommendations, the Planning Commission should adopt Findings of Fact. For approval of the recommendation above, those Findings might be:

- 1) Hy-Vee is an important new business in the community and its success is important to the City. It needs to be visible but also attractive.
- 2) Hy-Vee's location near the intersection of the two busiest roadways in the community gives it some status for enhanced visibility. A 25-foot tall sign would be visible, but from some viewpoints trees may interfere. The City cannot guarantee visibility over all trees or other obstructions from all directions.
- 3) A 25-foot-tall sign is not as tall as the building itself. If height is an element in determining the City's character, buildings are allowed to be 35 feet in height in the City's commercial districts, which is a reasonable height.

For denial of a taller sign, the following Findings might apply:

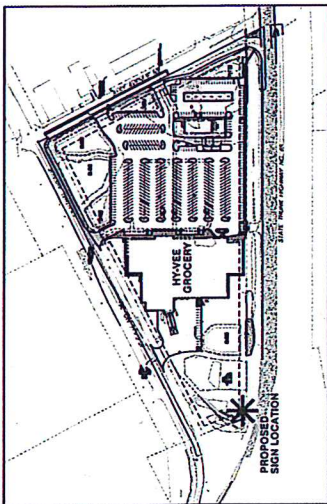
- 1) The City's signage standards are reasonable and consistent. Hy-Vee is being held to the same standard as other commercial businesses in the City.
- 2) A 25-foot-tall lighted sign, although potentially blocked from some views, is still a prominent feature giving visibility to the business.
- 3) The Hy-Vee building is itself about 30 feet in height and larger than the sign and will be prominently visible from all directions. Therefore, visibility for Hy-Vee should not be a significant issue.
- 4) Granting a special condition to Hy-Vee is not fair to other commercial businesses who have similar needs to attract customers but have not been allowed taller signs.

Reference: Hy-Vee – PUD Amendment, Sign Height, | 8101 Highway 65 NE



KEY MAP

NOT TO SCALE

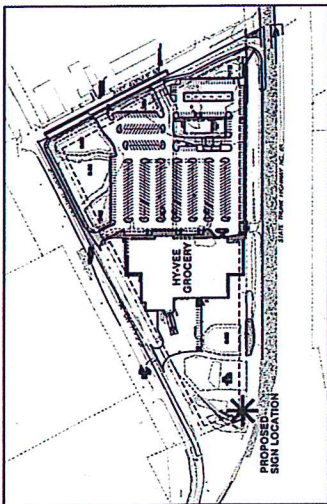


SPRING LAKE PARK ZONING CODE

- § 153.083 CONSTRUCTION AND MAINTENANCE; STANDARDS.**
IN ORDER FOR AN APPLICANT TO RECEIVE AND RETAIN A PERMIT FOR A SIGN, THE FOLLOWING STANDARDS SHALL BE MET:
- WHEN A SIGN IS ILLUMINATED OR LUMINOUS, ANY ILLUMINATION THEREOF OR A BEAM OF LIGHT DIRECTED THEREON, SHALL NOT SHINE DIRECTLY UPON ANY RESIDENCE OR ONTO ANY PUBLIC PROPERTY.
 - NO SIGN STRUCTURE SHALL CONTAIN MORE THAN FOUR EXPOSED BEAMS.
 - NO PROJECTING SIGN SHALL EXTEND MORE THAN 18 INCHES FROM ANY BUILDING WALL NOR MORE THAN 18 INCHES FROM ANY CURB OR SIDEWALK.
 - NO SIGN OR SIGN STRUCTURE MAY REMAIN ERECTED UNLESS IT IS ERECTED, MAINTAINED, AND REPAIRED IN ACCORDANCE WITH THE UNIFORM BUILDING CODE, STATE ELECTRICAL CODE, AND THE UNIFORM FIRE PREVENTION CODE OF THE CITY. ALL SIGNS MUST REMAIN IN GOOD REPAIR AND IN SAFE CONDITION.
 - NO PART OF ANY SIGN SHALL PROJECT OVER OR BEYOND THE PROPERTY LINE OF THE PROPERTY OR VIOLATE ANY CITY REQUIREMENTS.
 - THE FOLLOWING SETBACK, DISTANCE, AND OTHER REQUIREMENTS SHALL BE OBSERVED:
 - ANY SIGN ERECTED ON THE PREMISES WHERE THE ADVERTISED MESSAGE, SERVICE, MERCHANDISE, OR PRODUCT IS MADE, SOLD, DISTRIBUTED, OR OFFERED SHALL NOT BE CLOSER TO A PUBLIC RIGHT-OF-WAY THAN THE SIGN ITSELF.
 - ON-PREMISES SIGNS SHALL NOT EXCEED ONE OF THE SQUARE FEETAGE OF THE FRONT OF THE BUILDING, NO OFF-PREMISES SIGN SHALL EXCEED 750 SQUARE FEET, IF A STAND ALONE BUILDING FOR THE PURPOSES OF OBTAINING A PERMIT, UP TO 1,400 SQUARE FEET PROVIDED MAY BE USED FOR THE PURPOSES OF OBTAINING A PERMIT.
 - NO FREE-STANDING SIGN SHALL BE LOCATED MORE THAN 10 FEET FROM THE GRASSY AREA OF THE LAND UPON WHICH THE SIGN HAS BEEN ERECTED. AN APPLICANT MAY APPLY FOR VARIANCE IN A CASE WHERE AN EXTREME HARDSHIP IS CAUSED BY THE PARTICULAR PHYSICAL CHARACTERISTICS OF THE LAND. ANY VARIANCE REQUEST SHALL BE APPLIED FOR IN THE MANNER OUTLINED IN §§ 153.224 ET SEQ. OF THIS CODE.

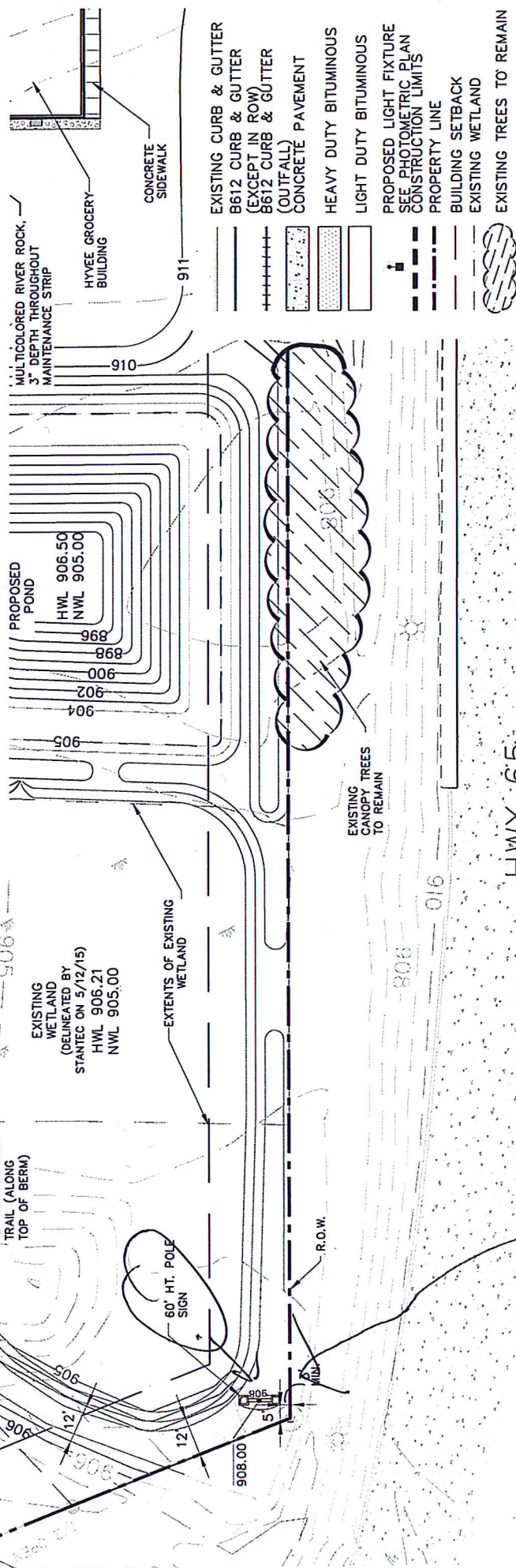
KEY MAP

NOT TO SCALE



SPRING LAKE PARK ZONING CODE

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HY-VEE SPRING LAKE PARK - ONSITE POLE SIGN LOCATION
SPRING LAKE PARK, MN
 11-12-19
 ALLIANT ENGINEERING

Chad Lockwood



Police Report

November 2019

Submitted for Council Meeting – December 16, 2019

The Spring Lake Park Police Department responded to six hundred and forty-eight calls for service for the month of November. This is compared to responding to six hundred and forty-one calls for service in November of 2018.

Investigator Bennek reports handling twenty-four cases for the month of November 2019. Twenty of these cases were felony in nature, two of these cases were gross misdemeanor in nature and two of these cases were misdemeanor in nature. Investigator Bennek has been monitoring seven forfeiture cases and advises that he was able to bring one forfeiture case to a conclusion this month, bring his forfeiture cases down to six active cases. For further details, Investigator Benneks attached report.

Our School Resource Officer, Officer Fiske reports handling ten calls for service at our schools for the month of November 2019. Officer Fiske also reports having twenty-two student contacts, ten escorts and eighteen follow up investigations into school related incidents. Officer Fiske notes that she has been receiving a substantial number of found property cases where the property has not been claimed. Officer Fiske noted that several students have been charged during the month of November for acts of Disorderly Conduct, fights and conspiracy to commit threats of violence. Officer Fiske, District 16 Staff and myself wish to reaffirm with our students, families and residents that each and every incident that occurs at our local schools is taken very seriously and is addressed in an expedient and timely manner considering the safety and well being of all involved. Officer Fiske also noted conducting a presentation for the "Transition School" students regarding "Interactions with police officers". Office Fiske did note our schools were out of session from November 25th thru Dec. 2nd. For further details see Officer Fiske's attached report.

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

The month of November 2019 has been a busy month for myself as well. Besides handling the day to day operations of the police department, I continue to attend meetings on a daily basis representing the City of Spring Lake Park and the Police Department.

This will conclude my report.

Are there any questions?



Investigator
Tony Bennek

Spring Lake Park Police Department

Investigations Monthly Report

November 2019

Total Case Load

Case Load by Level of Offense: 24

Felony	20
Gross Misdemeanor	2
Misdemeanor	2

Case Dispositions:

County Attorney	5
Juvenile County Attorney	2
City Attorney	4
Forward to Other Agency	0
SLP Liaison	0
Carried Over	8
Unfounded	0
Exceptionally Cleared	2
Closed/Inactive	3

Forfeitures:

Active Forfeitures	6
Forfeitures Closed	1

Spring Lake Park Police / School Resource Officer Report

November 1, 2019

Incidents by School Location	Reports (ICRs)	Student Contacts*	Escorts/Other	Follow Up Inv.
Spring Lake Park High School	9	21	6	13
Discovery Days (pre-school)				
Lighthouse School				
Park Terrace Elementary School	1		1	2
District Office		1	1	
Able and Terrace Parks (School Related)				3
School Related				
Miscellaneous Locations			2	
Totals:	10	22	10	18

Breakdown of Reports (ICRs)	
Theft reports (cellphones, iPods, bikes, etc...)	2
Students charged with Assault or Disorderly Conduct	
Students charged with other crimes	
Non-students Charged	
Warrant Arrests	
Miscellaneous reports	8



Memorandum

To: Mayor Nelson and Members of the City Council

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

Date: December 12, 2019

Subject: 2020 Fee Schedule

Staff is presenting the 2020 Fee Schedule for adoption by the City Council.

Staff is proposing several minor changes to the fee schedule.

Two fees: Driveway zoning permits and Dance licenses were inadvertently left off the fee schedule after the June 2019 fee schedule amendments. We are requesting the City Council include those fees at their original levels to the 2020 fee schedule.

Public Works has requested an inspection fee for when contractors ask utility staff to inspect a reconnection to the sanitary sewer or water main. We are recommending a \$75.00 fee for that inspection.

We are recommending increases to the WAC fee to account for increases in the construction cost index. Our City SAC fee is significantly under market and does not cover the cost of a new sanitary user connecting to our system. We are proposing an increase from \$100.00 per unit to \$250.00/unit.

With the end of MNSPECT's contract, we are simplifying the cost for additional plan review and special/miscellaneous inspections to just \$95.00/hour. We are also adding a "No Show" fee of \$60.00 if a person requesting an inspection does not show up for the scheduled appointment.

The remaining fees from 2019 will continue into 2020.

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

ORDINANCE NO. 461

AN ORDINANCE AMENDING THE FEE SCHEDULE FOR THE CITY OF SPRING LAKE PARK

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

Section 1. Amendment of Fee Schedule. The City Fee Schedule is hereby amended as follows:

7. Building Permit Related Fees (Commercial and Residential)

<u>Driveway</u>	<u>\$60.00</u>
-----------------	----------------

8. Other Inspections and Fees

<u>No Show Fee</u>	<u>\$60.00</u>
Inspections for which no fee is indicated; Miscellaneous and Special Services (1/2 hour minimum)	Designated Building Official - \$125.00/hour Senior Building Official - \$95.00/hour Fire Inspector - \$90.00/hour Building Inspector - \$75.00/hour Other staff - \$60.00/hour
Additional Plan Review required by changes, additions, or revisions to approved plans (1/2 hour minimum)	Designated Building Official - \$125.00/hour Senior Building Official - \$95.00/hour Fire Inspector - \$90.00/hour Building Inspector - \$75.00/hour Other staff - \$60.00/hour

13. Licenses

Dance	\$100.00/year
-------	---------------

15. Water, Sewer, Street and Other Fees

A. Water

Water Availability Charge	\$1200.00 <u>1,260.00</u> /unit (City determines # of units)
<u>Water General Repair/Inspection</u>	<u>\$75.00</u>

B. Sewer

Sewer Access Charge (SAC) - <u>MCES</u>	\$2,485.00/unit (M.C. determines # of units)
SAC Administrative Fee – <u>City</u>	\$100.00 250.00/unit
<u>Sewer General Repair/Inspection</u>	<u>\$75.00</u>

Section 2. Effective Date of Ordinance. This ordinance shall be effective January 1, 2019 after its final passage, approval and publication as provided by law.

Passed by the City Council of the City of Spring Lake Park, Minnesota, this 16th day of December, 2019.

APPROVED BY:

Cindy Hansen, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator/Clerk

RESOLUTION NO. 19-44

RESOLUTION ADOPTING FINAL 2019 TAXES COLLECTABLE IN 2020

BE IT RESOLVED by the City Council of the City of Spring Lake Park, Anoka and Ramsey Counties, Minnesota, that the following sums of money be levied for the current year, collectable in 2020, upon the taxable property in said City of Spring Lake Park, Minnesota:

General Revenue	\$3,285,402
2018A G.O. Equipment Certificate	\$ 177,844
2014A G.O. Improvement Bonds	<u>\$ 90,000</u>
TOTAL LEVY:	<u>\$3,553,246</u>

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

The foregoing resolution was moved for adoption by .

Upon roll call, the following voted aye:

And the following voted nay:

Whereupon the Mayor declared said resolution duly passed and adopted this 16th day of December, 2019.

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, Administrator

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

I, Daniel R. Buchholtz, duly appointed and qualified City Administrator in and for the City of Spring Lake Park, Anoka and Ramsey Counties, Minnesota, do hereby certify that the foregoing is a true and correct copy of Resolution No. 19-44, A Resolution Adopting Final 2019 Taxes Collectable in 2020, adopted by the Spring Lake Park City Council at their regular meeting on the 16th day of December 2019.

Daniel R. Buchholtz, Administrator

(SEAL)

Dated: _____

RESOLUTION NO. 19-45

RESOLUTION ADOPTING 2020 GENERAL FUND BUDGET

BE IT RESOLVED by the City Council of the City of Spring Lake Park, Anoka and Ramsey Counties, Minnesota, that the City Council adopts the 2020 General Fund budget and establishes revenues and appropriates the following amounts for each Department:

Revenues

Tax Levy	\$3,285,402
Intergovernmental Revenue	\$ 644,788
Permit and Licenses	\$ 156,752
Charges for Current Services	\$ 156,181
Miscellaneous Revenues	\$ 110,320
Interfund Transfers	\$ 169,147
TOTAL	<u>\$4,522,590</u>

Expenditures

City Council	\$ 72,627
Administration	\$ 479,950
Assessor	\$ 37,040
Auditor	\$ 11,013
I.T.	\$ 64,145
Legal Fees	\$ 122,500
Engineer	\$ 7,500
P&Z	\$ 1,025
Government Buildings	\$ 103,705
Fire Protection	\$ 293,842
Code Enforcement	\$ 193,913
Street Department	\$ 261,269
Recreation	\$ 325,906
Police Department	\$1,881,853
Parks Department	\$ 325,830
Miscellaneous	\$ 340,472
TOTAL	<u>\$4,522,590</u>

BE IT FURTHER RESOLVED that the Administrator, Clerk/Treasurer is hereby authorized to implement the budget as approved by the City Council.

The foregoing resolution was moved for adoption by .

Upon roll call, the following voted aye:

And the following voted nay:

Whereupon the Mayor declared said resolution duly passed and adopted this 16th day of December, 2019.

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, Administrator

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

I, Daniel R. Buchholtz, duly appointed and qualified City Administrator in and for the City of Spring Lake Park, Anoka and Ramsey Counties, Minnesota, do hereby certify that the foregoing is a true and correct copy of Resolution No. 19-45, A Resolution Adopting 2020 General Fund Budget, adopted by the Spring Lake Park City Council at their regular meeting on the 16th day of December 2019.

Daniel R. Buchholtz, Administrator

(SEAL)

Dated: _____

		HISTORICAL REVENUE RECAP 2015-2020				PAGE R-1	
						rev. 12/9/19	

		HISTORICAL REVENUE RECAP 2015-2020					PAGE R-2
	GENERAL FUND	2015	2016	2017	2018	2019	2,020
ACCT #	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
	MISCELLANEOUS REVENUES:						
101-34801	INSURANCE DIVIDENDS	18,436.00	30,698.00	7,909.00	3,851.00	8,000	3,500
101-34949	RESTITUTION	157.81	0.96	0.00	0.00	0	0
101-34950	REFUND & REIM	15,371.40	4,825.65	409.73	1,259.07	5,050	5,000
101-35102	ADMN OFFENSE FINES	2,311.98	3,830.00	4,745.00	3,240.00	3,500	3,500
101-35347	TRAFFIC EDUCATION PRGM	9,369.70	16,076.88	1,815.06	0.00	0	0
101-35348	PROPERTY ROOM REVENUE	0.00	0.00	382.07	681.95	0	500
101-35349	MN DRIVING DIVERSION PRR	1,200.00	1,100.00	1,000.00	700.00	500	500
101-35350	DETOX TRANSPRT REIM	150.00	30.00	30.00	300.00	200	200
101-36200	MISC REVENUES	0.00	0.00	10,245.00	0.00	0	0
101-36210	INTEREST EARNINGS	17,247.33	26,477.91	22,220.49	35,183.30	15,000	15,000
101-36901	LIAISON OFFICER	70,839.00	72,964.00	75,152.00	77,406.00	79,728	82,120
101-39100	CPL-YEARLY SERVICES	3,061.81	3,057.39	1,164.40	0.00	0	0
101-39101	RECYCLE PARK PROGRAM	1,765.50	792.50	2,074.40	1,946.00	0	0
	INTERFUND TRANSFERS:						
101-39201	TRANSFER-OTHER FUNDS	0.00	0.00	(260,000.00)	(209,022.30)	0	0
101-39202	TRANSFER-P.U.	45,000.00	46,350.00	47,740.00	47,740.00	49,172	50,647
101-39203	TRANSFER-LIQUOR	75,000.00	75,000.00	75,000.00	75,000.00	75,000	50,000
101-39205	TRANSFER-TIF #6	0.00	0.00	0.00	0.00	0	3,000
101-39206	TRANSFER-RECYCLING	2,500.00	2,500.00	2,500.00	2,500.00	2,500	3,000
101-39207	TRANSFER-RECREATION	60,000.00	60,000.00	60,000.00	60,000.00	62,500	62,500
	TOTAL GENERAL FUND	4,230,714.90	3,900,996.66	3,969,473.34	4,161,553.56	4,314,187	4,522,590

CITY OF SPRING LAKE PARK

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2020 BUDGET BREAKDOWN OF REVENUES:

<u>TAX LEVY:</u>		2018 ACTUAL	2019 BUDGET	2020 BUDGET
31010	Current Taxes (Includes Fiscal Disparities) Anoka & Ramsey Counties	\$ 2,958,290.70	\$ 3,169,666	\$ 3,285,402
31020	Delinquent Taxes Received	\$ 52,106.54		
31910	Penalties & Interest	\$ 10,866.01		

INTERGOVERNMENTAL REVENUE:

STATE:

33401	Local Government Aid	\$ 393,162.00	\$ 396,735	\$ 504,788
33404	PERA Increase Aid (phased out 6/30/20)	\$ 5,775.00	\$ 5,775	\$ -
33416	Police Training Reimbursement	\$ 10,527.04	\$ 3,300	\$ 5,000
33421	Insurance Premium-Police (Based on the portion we pay into PERA benefits)	\$ 95,701.06	\$ 87,500	\$ 90,000
35101	Court Fines (Anoka Co-State disburses funds)	\$ 40,009.82	\$ 50,000	\$ 45,000

PERMIT AND LICENSES:

32110	Liquor,Wine,Non-Intox & Club Lic	\$ 40,799.35	\$ 29,800	\$ 29,500
32179	Pawn Shop Licenses & Investigation Fee	\$ 6,252.00	\$ 6,352	\$ 6,252
32180	Cigarette,Dance,Used Car & Misc	\$ 5,896.32	\$ 6,000	\$ 6,000
32181	Sign Permits	\$ 6,394.74	\$ 5,000	\$ 5,000
32208	Contractors Licenses	\$ 9,630.00	\$ 8,000	\$ 8,000
32210	Building Permits	\$ 173,578.89	\$ 75,000	\$ 75,000
32211	Building Permit Surcharges	\$ 7,369.74	\$ 5,000	\$ 5,000
32230	Plumbing Permits	\$ 5,126.00	\$ 5,000	\$ 5,000
32231	Plumbing Permit Surcharges	\$ 83.00	\$ 1,000	\$ 1,000
32232	Heating & A/C Permits	\$ 24,802.43	\$ 10,000	\$ 10,000
32233	Heating & A/C Surcharges	\$ 591.99	\$ 1,000	\$ 1,000
32240	Dog and Cat Registrations	\$ 694.00	\$ 400	\$ 400
32260	Certificates of Occupancy	\$ 1,800.00	\$ 2,600	\$ 2,600
32261	Vacant Property Registration	\$ 2,800.00	\$ 2,000	\$ 2,000
32262	Solicitors Licenses	\$ -	\$ -	\$ -

2020 BUDGET BREAKDOWN OF REVENUES:

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<u>CHARGES FOR CURRENT SERVICES:</u>		2018 ACTUAL	2019 BUDGET	2020 BUDGET
34102	Zoning Letters	\$ 400.00	\$ 200	\$ 200
34103	SUP, Zoning, Var. & Subd.	\$ 6,115.00	\$ 3,200	\$ 3,500
34104	Plan Review Fees	\$ 84,082.81	\$ 40,000	\$ 40,000
34105	Sale of Maps, Documents, Copies	\$ 875.50	\$ 300	\$ 300
34107	Assessment Searches	\$ -	\$ 100	\$ 100
34108	Admin. SAC Charges	\$ 340.00	\$ 70	\$ 100
34109	Filing Fees	\$ 60.00	\$ 60	\$ -
34111	Adm. Gambling Fees	\$ 34,033.00	\$ 35,054	\$ 36,106
34115	Gun Range Facility Use	\$ 340.00	\$ 375	\$ 375
34117	Facility Room Rental	\$ 1,600.00	\$ 50	\$ 500
34201	Police & Fire Alarms	\$ 225.00	\$ 2,000	\$ 2,000
34204	Rental Housing Registration	\$ 71,315.00	\$ 60,000	\$ 70,000
34205	Right Of Way Applications	\$ 9,125.60	\$ 1,500	\$ 3,000

MISCELLANEOUS REVENUES:

34801	Insurance Dividends	\$ 3,851.00	\$ 8,000	\$ 3,500
34950	Refund and Reim	\$ 1,259.07	\$ 5,050	\$ 5,000
35102	Adm. Offense Fines	\$ 3,240.00	\$ 3,500	\$ 3,500
35347	Traffic Education Program-GF share	\$ -	\$ -	\$ -
35348	Property Room Revenue	\$ 681.95	\$ -	\$ 500
35349	MN Driving Diversion Program	\$ 700.00	\$ 500	\$ 500
35350	Detox Transportation Reim	\$ 300.00	\$ 200	\$ 200
36200	Misc Revenues	\$ -	\$ -	\$ -
36210	Interest Earned	\$ 35,183.30	\$ 15,000	\$ 15,000
36901	ISD 16 - Liaison Officer	\$ 77,406.00	\$ 79,728	\$ 82,120
39101	Recycle Park Program	\$ 1,946.00	\$ -	\$ -

INTERFUND TRANSFERS:

39201	Transfer from Other Funds	\$ (209,022.30)	\$ -	\$ -
39202	Transfer from Public Utilities	\$ 47,740.00	\$ 49,172	\$ 50,647
39203	Transfer from Liquor Fund	\$ 75,000.00	\$ 75,000	\$ 50,000
39205	Transfer from TIF #6-1 (begin taxes payable 2020)	\$ -	\$ -	\$ 3,000
39206	Transfer from Recycling Fund	\$ 2,500.00	\$ 2,500	\$ 3,000
39207	Transfer from Recreation	\$ 60,000.00	\$ 62,500	\$ 62,500

TOTAL 2020 REVENUES

\$ 4,161,553.56	\$ 4,314,187	\$ 4,522,590
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GENERAL FUND-MAYOR & COUNCIL		2015	2016	2017	2018	2019	2020
ACCT #	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
-----	-----	-----	-----	-----	-----	-----	-----
101-41110-1030	ELECTED OFFICIALS	35,967.87	29,804.34	31,294.56	31,294.56	31,296	36,756
101-41110-1211	D.C.P./P.E.R.A.	1,752.65	1,490.39	1,056.62	1,266.84	1,565	1,565
101-41110-1220	FICA & MEDICARE	2,751.50	2,280.00	2,394.00	2,394.00	2,395	2,395
101-41110-1510	WORK COMP INSURANCE	67.00	49.00	59.00	59.00	70	60
101-41110-2100	OPERATING SUPPLIES	266.12	328.10	393.11	82.63	500	400
101-41110-3310	TRAVEL EXPENSE	0.00	93.15	852.86	257.25	765	700
101-41110-3500	PRINTING & PUBLISHING	1,902.03	107.51	978.26	860.03	1,500	1,250
101-41110-4300	CONFERENCE & SCHOOLS	372.00	38.00	1,039.00	22.50	2,805	2,805
101-41110-4330	DUES & SUBSCRIPTIONS	8,994.00	9,188.00	9,509.00	12,741.00	13,052	13,146
101-41110-4955	DISCRETIONARY FUND	542.08	1,681.09	1,408.37	1,649.47	3,550	13,550
		-----	-----	-----	-----	-----	-----
TOTAL MAYOR & COUNCIL		52,615.25	45,059.58	48,984.78	50,627.28	57,498	72,627

CITY OF SPRING LAKE PARK

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2020 BUDGET BREAKDOWN OF EXPENDITURES:

<u>CITY COUNCIL-41110</u>				2018 ACTUAL	2019 BUDGET	2020 BUDGET
1030	SALARIES			\$ 31,294.56	\$ 31,296	\$ 36,756
	a) Mayor	\$	7,453			
	b) Councilmembers	\$	23,843			
	c) Commission Members	\$	5,460			
1211	PERA			\$ 1,266.84	\$ 1,565	\$ 1,565
	a) Defined Contribution Plan					
1220	FICA & MEDICARE EMPLOYER CONTRIBUTION			\$ 2,394.00	\$ 2,395	\$ 2,395
	a) FICA (6.2% x \$31,296)	\$	1,941			
	b) Medicare (1.45% x \$31,296)	\$	454			
1510	WORKER'S COMPENSATION			\$ 59.00	\$ 70	\$ 60
2100	OPERATING SUPPLIES			\$ 82.63	\$ 500	\$ 400
	a) Budget Notebooks & Dividers	\$	225			
	b) Business Cards & I.D. Badges	\$	100			
	c) Miscellaneous	\$	75			
3310	TRAVEL EXPENSE			\$ 257.25	\$ 765	\$ 700
3500	PRINTING & PUBLISHING			\$ 860.03	\$ 1,500	\$ 1,250
	a) Ordinances & Resolutions	\$	900			
	b) Special Meetings, etc.	\$	100			
	c) Assessment Notices	\$	100			
	d) Legal Notices	\$	150			
4300	CONFERENCES & SCHOOLS			\$ 22.50	\$ 2,805	\$ 2,805
	a) LMC Annual Conference	\$	1,200			
	b) Conference for Newly Elected Officials	\$	400			
	c) Conference for Experienced Officials	\$	650			
	d) Municipals Banquets	\$	60			
	e) LMC Legislative Conference	\$	125			
	f) MN Mayor's Association Conference	\$	250			
	g) Anoka County Local Officials Meeting	\$	120			
4330	DUES & SUBSCRIPTIONS			\$ 12,741.00	\$ 13,052	\$ 13,146
	a) LMC Dues (3% increase)	\$	7,067			
	b) North Metro Mayors	\$	2,888			
	c) MN Mayors Assn	\$	30			
	d) Metro Cities	\$	2,811			
	e) Anoka Co. Econ Dev. Initiative	\$	350			

2020 BUDGET BREAKDOWN OF EXPENDITURES:**CITY COUNCIL-41110 (CON'T)****4955 DISCRETIONARY FUNDS**

a) Memorials	\$	250
b) Retreat/Workshop Expenses	\$	500
c) Parade Candy/Parade Banner	\$	800
d) Council Discretionary	\$	12,000

TOTAL CITY COUNCIL

2018 ACTUAL	2019 BUDGET	2020 BUDGET
\$ 1,649.47	\$ 3,550	\$ 13,550
\$ 50,627.28	\$ 57,498	\$ 72,627

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GENERAL FUND-ADMINISTRATION		2015	2016	2017	2018	2019	2020
ACCT #	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
-----		-----	-----	-----	-----	-----	-----
101-41400-1010	FULL TIME EMPLOYEES	301,291.59	305,530.46	304,328.63	314,580.20	323,025	323,025
101-41400-1050	VACATION BUY BACK	638.51	5,807.68	6,006.95	6,184.86	6,100	6,250
101-41400-1210	PERA CONTRIBUTION	22,462.89	22,780.53	22,270.57	23,188.77	24,227	24,227
101-41400-1220	FICA & MEDICARE	22,649.74	23,371.47	23,101.55	23,758.38	25,179	25,191
101-41400-1300	HEALTH-DENTAL INS	53,114.69	54,299.15	49,980.71	52,510.88	60,650	63,193
101-41400-1313	LIFE INSURANCE	253.17	284.43	230.38	243.24	230	230
101-41400-1510	WORK COMP INSURANCE	1,692.09	1,530.16	1,404.02	1,294.86	2,500	2,300
101-41400-2000	OFFICE SUPPLIES	3,898.98	1,439.56	3,740.41	5,062.65	3,425	3,375
101-41400-2030	PRINTED FORMS	1,400.20	1,769.30	1,369.76	1,788.65	1,794	1,794
101-41400-2100	OPERATING SUPPLIES	560.50	529.32	545.50	569.59	625	640
101-41400-2220	POSTAGE	4,322.89	3,185.22	3,767.82	2,220.21	3,445	2,716
101-41400-3210	CELL TELEPHONE	629.69	845.88	633.18	760.61	650	650
101-41400-3310	TRAVEL EXPENSE	3,365.23	3,342.57	3,192.58	3,273.87	3,300	3,300
101-41400-3410	EMPLOYMENT ADVERTISING	259.20	0.00	0.00	0.00	0	0
101-41400-3500	PRINTING & PUBLISHING	474.17	204.25	0.00	0.00	300	300
101-41400-3550	COUNTY SERVICE FEES	2,110.14	17.77	2,890.86	1,452.22	2,900	2,050
101-41400-4050	MAINT AGREEMENT	9,137.75	6,700.91	8,111.32	5,828.88	7,192	7,664
101-41400-4300	CONFERENCE & SCHOOLS	4,821.05	4,190.41	4,965.55	4,757.44	6,425	6,175
101-41400-4330	DUES & SUBSCRIPTIONS	652.00	633.20	326.00	468.93	1,520	1,520
101-41400-4390	US BANK CC REBATE	0.00	(2,058.27)	(1,658.39)	(3,046.83)	0	0
101-41400-4500	CONTRACTUAL SERVICES	3,901.01	6,244.87	5,656.97	2,829.84	5,195	5,350
101-41400-5000	CAPITAL OUTLAY	1,957.80	0.00	0.00	0.00	0	0
		-----	-----	-----	-----	-----	-----
TOTAL ADMINISTRATION		439,593.29	440,648.87	440,864.37	447,727.25	478,682	479,950

2020 BUDGET BREAKDOWN OF EXPENDITURES:

				2018	2019	2020
<u>ADMINISTRATION-41400</u>				ACTUAL	BUDGET	BUDGET
1010	SALARIES *2019 Salaries			\$ 314,580.20	\$ 323,025	\$ 323,025
	a) Full time Salaries	\$ 321,825				
	b) Administrator's Deferred Comp. Contrib.	\$ 1,200				
1050	VACATION BUY BACK			\$ 6,184.86	\$ 6,100	\$ 6,250
1210	PERA EMPLOYER CONTRIBUTION			\$ 23,188.77	\$ 24,227	\$ 24,227
	a) Coordinated 7.5%	\$ 323,025				
1220	FICA & MEDICARE EMPLOYER CONTRIBUTION			\$ 23,758.38	\$ 25,179	\$ 25,191
	a) FICA 6.2%	\$ 329,275	\$ 20,416			
	b) Medicare 1.45%	\$ 329,275	\$ 4,775			
1300	HEALTH & DENTAL INSURANCE/H.S.A			\$ 52,510.88	\$ 60,650	\$ 63,193
1313	PRUDENTIAL LIFE INSURANCE			\$ 243.24	\$ 230	\$ 230
1510	WORKER'S COMPENSATION			\$ 1,294.86	\$ 2,500	\$ 2,300
	a) Premium	\$ 1,300				
	b) Deductible	\$ 1,000				
2000	OFFICE SUPPLIES			\$ 5,062.65	\$ 3,425	\$ 3,375
	a) Copy/Computer/FAX Paper	\$ 750				
	b) Office Supplies	\$ 525				
	c) Ink Cartridges (B&W, Color)	\$ 675				
	d) Labels	\$ 75				
	e) Data Cartridges	\$ 150				
	f) Storage Boxes	\$ 75				
	g) Toner (B&W, Color)	\$ 875				
	h) Calendars	\$ 125				
	i) Cash Register Tape/Kroy Tape	\$ 125				
2030	PRINTED FORMS			\$ 1,788.65	\$ 1,794	\$ 1,794
	a) Checks/Envelopes	\$ 425				
	b) Minute Books (2)	\$ 225				
	c) Stationery/Envelopes	\$ 436				
	d) Stationery/Envelope Shells	\$ 308				
	e) Business Cards	\$ 150				
	f) Misc. Printing	\$ 250				
2100	OPERATING SUPPLIES			\$ 569.59	\$ 625	\$ 640
	a) Dog/Cat Receipt Books & Tags	\$ 90				
	b) Reverse Directory	\$ 500				
	c) Miscellaneous	\$ 50				

2020 BUDGET BREAKDOWN OF EXPENDITURES:

			2018	2019	2020
<u>ADMINISTRATION-41400 (CON'T)</u>			ACTUAL	BUDGET	BUDGET
2220	POSTAGE		\$ 2,220.21	\$ 3,445	\$ 2,716
	a) Postage	\$ 2,250			
	b) Monthly Postage Software Fee (\$17.99 x 12)	\$ 216			
	c) Labels	\$ 250			
3210	CELL PHONE		\$ 760.61	\$ 650	\$ 650
3310	TRAVEL EXPENSE		\$ 3,273.87	\$ 3,300	\$ 3,300
	a) Staff Mileage	\$ 300			
	b) Administrator's Car Allowance \$250/mo	\$ 3,000			
3410	EMPLOYMENT ADVERTISING		\$ -	\$ -	\$ -
3500	PRINTING & PUBLISHING		\$ -	\$ 300	\$ 300
3550	COUNTY FEE FOR SERVICE		\$ 1,452.22	\$ 2,900	\$ 2,050
	a) Special Assessment & TNT Charges				
	1) Anoka County	\$ 2,000			
	2) Ramsey County	\$ 50			
4050	MAINTENANCE AGREEMENTS		\$ 5,828.88	\$ 7,192	\$ 7,664
	a) Copy Machine Maintenance	\$ 4,000			
	b) USTI - Software Support	\$ 1,050			
	c) Document Imaging (Laser Fiche)	\$ 2,114			
	d) Annual charge for color copies-overage	\$ 500			
4300	CONFERENCES & SCHOOLS		\$ 4,757.44	\$ 6,425	\$ 6,175
	a) MCMA Annual Conf.	\$ 600			
	b) MCFOA Annual Conf./Meetings	\$ 600			
	c) ICMA Training	\$ 2,000			
	d) LMC Annual Conference	\$ 700			
	e) MCFOA Advanced Institute	\$ 500			
	f) Municipals Banquets (1 per year)	\$ 250			
	g) LMC Loss Control Workshop	\$ 75			
	h) MN GFOA Conference	\$ 600			
	i) USTI Staff Training (\$1,200 paid by P.U.)	\$ 600			
	j) Miscellaneous	\$ 250			

2020 BUDGET BREAKDOWN OF EXPENDITURES:**ADMINISTRATION-41400 (CON'T)**

		2018 ACTUAL	2019 BUDGET	2020 BUDGET
4330	DUES & SUBSCRIPTIONS	\$ 468.93	\$ 1,520	\$ 1,520
	a) ICMA	\$ 900		
	b) Municipals	\$ 25		
	c) Sam's Club	\$ 45		
	d) MCFOA	\$ 90		
	e) MN GFOA	\$ 50		
	f) Zip 4 Directories	\$ 50		
	g) LMC City Official Directory	\$ 65		
	h) Wells Fargo Credit Card	\$ 10		
	i) MCMA	\$ 145		
	j) Notary Renewal	\$ 140		
4390	US BANK CREDIT CARD REBATE	\$ (3,046.83)	\$ -	\$ -
4500	CONTRACTUAL SERVICES	\$ 2,829.84	\$ 5,195	\$ 5,350
	a) Shredding Service	\$ 710		
	b) Northland Securities	\$ 645		
	Continuing Disclosure Reports			
	c) Codification of City Code Supplements	\$ 2,500		
	d) Online Hosting of City Code	\$ 495		
	e) Contingency	\$ 1,000		
5000	CAPITAL OUTLAY	\$ -	\$ -	\$ -
<u>TOTAL ADMINISTRATION</u>		\$ 447,727.25	\$478,682	\$ 479,950

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GENERAL FUND-ASSESSOR		2015	2016	2017	2018	2019	2020
ACCT #	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
-----	-----	-----	-----	-----	-----	-----	-----
101-41500-4000	CONTRACTUAL SERVICES	35,008.00	34,958.00	34,896.00	34,416.00	35,500	37,040
		-----	-----	-----	-----	-----	-----
TOTAL ASSESSOR		35,008.00	34,958.00	34,896.00	34,416.00	35,500	37,040

2020 BUDGET BREAKDOWN OF EXPENDITURES:**ASSESSOR-41500**

4000 CONTRACTUAL SERVICES
a) Kenneth A. Tolzmann Contract

2018 ACTUAL	2019 BUDGET	2020 BUDGET
\$ 34,416.00	\$ 35,500	\$ 37,040

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GENERAL FUND-AUDIT & ACCTG SERV		2015	2016	2017	2018	2019	2020
ACCT #	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
-----	-----	-----	-----	-----	-----	-----	-----
101-41540-3010	AUDIT & ACCTG SERVICES	9,050.00	9,446.00	9,594.00	10,676.50	10,737	11,013
		-----	-----	-----	-----	-----	-----
TOTAL AUDIT & ACCTG SERV		9,050.00	9,446.00	9,594.00	10,676.50	10,737	11,013

2019 BUDGET BREAKDOWN OF EXPENDITURES:**AUDIT & FINANCIAL-41540****3010 AUDIT EXPENSE**

a) Expense breakdown

General Fund - 50%

Public Utilities - 50%

	2018 ACTUAL	2019 BUDGET	2020 BUDGET
	\$ 10,676.50	\$ 10,737	\$ 11,013

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GENERAL FUND-I.T. SERVICES		2015	2016	2017	2018	2019	2020
ACCT #	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
-----	-----	-----	-----	-----	-----	-----	-----
101-41600-4000	CONTRACTUAL SERVICES	14,022.03	27,078.35	35,965.30	27,824.81	38,020	64,145
		-----	-----	-----	-----	-----	-----
TOTAL I.T. SERVICES		14,022.03	27,078.35	35,965.30	27,824.81	38,020	64,145

2020 BUDGET BREAKDOWN OF EXPENDITURES:**I T DEPARTMENT-41600****4000 CONTRACTUAL SERVICES**

a) IT Services (Computer Integration Technologies)	\$29,760
b) Comcast High Speed Internet (\$50/month)	\$600
c) Constant Contact (\$65/month)	\$780
d) Website Hosting/Domains	\$2,000
e) Exchange Subscription (\$10/mo/user @ 36 users)	\$3,600
f) Zix encrypted e-mail (\$89/yr/user @ 29 users)	\$2,465
g) Datto off-site backup (City)	\$7,500
h) Datto off-site backup (PD)	\$8,640
i) Agenda Management System	\$3,800
j) Website Update	\$4,000
k) Miscellaneous	\$1,000

2018 ACTUAL	2019 BUDGET	2020 BUDGET
\$ 27,824.81	\$ 38,020	\$ 64,145

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GENERAL FUND-LEGAL FEES		2015	2016	2017	2018	2019	2020
ACCT #	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
101-41610-3040	LEGAL SERVICES	112,699.17	106,746.60	95,434.69	122,222.82	120,000	122,500
TOTAL LEGAL FEES		112,699.17	106,746.60	95,434.69	122,222.82	120,000	122,500

2020 BUDGET BREAKDOWN OF EXPENDITURES:**LEGAL FEES-41610****3040 ATTORNEY FEES**

- a) Civil 9%
- b) Criminal 85%
- c) Special Projects 6%

2018 ACTUAL	2019 BUDGET	2020 BUDGET
\$ 122,222.82	\$ 120,000	\$ 122,500

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GENERAL FUND-ENGINEERING		2015	2016	2017	2018	2019	2020
ACCT #	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
-----	-----	-----	-----	-----	-----	-----	-----
101-41710-3030	ENGINEERING SERVICES	7,258.60	4,388.50	3,585.36	3,719.66	8,000	7,500
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TOTAL ENGINEERING FEES		7,258.60	4,388.50	3,585.36	3,719.66	8,000	7,500

2020 BUDGET BREAKDOWN OF EXPENDITURES:

ENGINEERING FEES-41710

3030 ENGINEERING FEES

2018 ACTUAL	2019 BUDGET	2020 BUDGET
\$ 3,719.66	\$ 8,000	\$ 7,500

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GENERAL FUND-PLANNING & ZONING		2015	2016	2017	2018	2019	2020
ACCT #	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
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101-41720-2100	OPERATING SUPPLIES	43.75	0.00	0.00	17.99	125	125
101-41720-2220	POSTAGE	180.44	178.73	33.58	0.00	175	100
101-41720-3500	PRINTING & PUBLISHING	260.77	784.80	(80.63)	32.25	600	300
101-41720-4000	PLANNER FEES	0.00	0.00	348.00	367.53	500	500
		-----	-----	-----	-----	-----	-----
TOTAL PLANNING & ZONING		484.96	963.53	300.95	417.77	1,400	1,025

2020 BUDGET BREAKDOWN OF EXPENDITURES:**PLANNING & ZONING-41720****2100 OPERATING SUPPLIES**

a) Name Plates

b) Letterhead/Envelopes

2018 ACTUAL	2019 BUDGET	2020 BUDGET
\$ 17.99	\$ 125	\$ 125

2220 POSTAGE

\$ -	\$ 175	\$ 100
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3500 PRINTING & PUBLISHING

a) Public Notices (Property Owners)

b) Official Notices (Newspapers)

\$ 32.25	\$ 600	\$ 300
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4000 PLANNER FEES

\$ 367.53	\$ 500	\$ 500
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TOTAL PLANNING & ZONING

\$ 417.77	\$ 1,400	\$ 1,025
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GENERAL FUND-GOVERNMENT BUILDING		2015	2016	2017	2018	2019	2020
ACCT #	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
101-41940-1010	FULL TIME EMPLOYEES	12,663.19	13,325.36	15,189.10	16,575.15	15,675	15,675
101-41940-1050	VACATION BUY BACK	298.30	262.10	284.00	0.00	400	400
101-41940-1210	PERA CONTRIBUTION	947.67	999.20	1,138.92	1,242.95	1,176	1,176
101-41940-1220	FICA & MEDICARE	987.33	1,024.94	1,168.86	1,240.13	1,231	1,231
101-41940-1300	HEALTH-DENTAL INS	2,552.86	2,133.39	2,267.17	2,474.66	2,700	2,852
101-41940-1313	LIFE INSURANCE	12.50	12.48	12.50	12.50	13	13
101-41940-1510	WORK COMP INSURANCE	0.00	0.00	546.00	557.00	700	700
101-41940-2100	OPERATING SUPPLIES	7,907.80	9,287.63	10,905.30	10,147.49	9,000	9,500
101-41940-2200	REPAIR & MAINTENANCE	10,736.68	7,114.04	6,622.11	6,853.14	7,200	7,500
101-41940-2225	LANDSCAPE MATERIALS	136.20	0.00	0.00	0.00	0	0
101-41940-2280	UNIFORM ALLOWANCE	189.08	124.20	118.74	125.00	750	750
101-41940-3210	TELEPHONE & SERVICE	8,484.83	9,580.68	5,794.54	5,681.77	6,780	6,465
101-41940-3810	ELECTRIC UTILITIES	21,781.10	23,703.35	23,368.29	23,400.10	23,000	23,000
101-41940-3830	GAS UTILITIES	15,248.78	11,123.94	12,673.63	15,486.38	15,000	16,000
101-41940-3841	RUBBISH REMOVAL	4,378.25	2,752.37	3,004.92	3,128.34	4,300	4,300
101-41940-4000	CONTRACTUAL SERVICES	752.53	905.74	3,891.02	5,738.73	4,715	4,715
101-41940-5000	CAPITAL OUTLAY	21,157.04	0.00	0.00	0.00	0	0
101-41940-7000	GOV'T BLDG REPL FUND	8,126.00	9,014.00	9,436.00	9,394.00	9,264	9,428
TOTAL GOVERNMENT BUILDING		116,360.14	91,363.42	96,421.10	102,057.34	101,904	103,705

2020 BUDGET BREAKDOWN OF EXPENDITURES:

				2018 ACTUAL	2019 BUDGET	2020 BUDGET
<u>GOVERNMENT BUILDINGS-41940</u>						
1010	SALARIES *2019 Salaries			\$ 16,575.15	\$ 15,675	\$ 15,675
	a) 1 - 25%					
1050	VACATION BUY BACK			\$ -	\$ 400	\$ 400
1210	PERA EMPLOYER CONTRIBUTION			\$ 1,242.95	\$ 1,176	\$ 1,176
	a) Coordinated 7.5%	\$ 15,675				
1220	FICA & MEDICARE EMPLOYER CONTRIBUTION			\$ 1,240.13	\$ 1,231	\$ 1,231
	a) FICA 6.2%	\$ 16,075	\$ 997			
	b) Medicare 1.45%	\$ 16,075	\$ 234			
1300	HEALTH & DENTAL INSURANCE/H.S.A			\$ 2,474.66	\$ 2,700	\$ 2,852
1313	PRUDENTIAL LIFE INSURANCE			\$ 12.50	\$ 13	\$ 13
1510	WORKER'S COMPENSATION			\$ 557.00	\$ 700	\$ 700
	a) Premium	\$ 700				
	b) Deductible	\$ -				
2100	OPERATING SUPPLIES			\$ 10,147.49	\$ 9,000	\$ 9,500
	a) Paper Products					
	b) Cleaning Supplies					
	c) Biohazard Clean Up Kits					
	d) Mat Cleaning Service					
2200	REPAIR & MAINTENANCE			\$ 6,853.14	\$ 7,200	\$ 7,500
	a) Irrigation System	\$ 538				
	b) Plbg./Electrical	\$ 2,322				
	c) General Bldg. Repair/Maint.	\$ 2,390				
	d) Annual Fire Ext. Maint.	\$ 750				
	e) Test Fire Sprinklers in North Garage	\$ 500				
	f) Gun Range-Service Calls (furnace etc)	\$ 1,000				
2225	LANDSCAPE MATERIALS			\$ -	\$ -	\$ -
2280	UNIFORMS			\$ 125.00	\$ 750	\$ 750
	a) Uniforms Allowance per contract	\$ 700				
	b) T-Shirts	\$ 50				
3210	LANDLINE TELEPHONE			\$ 5,681.77	\$ 6,780	\$ 6,465
	a) T1 Service,Phone System,Long Distance	\$ 5,465				
	b) Service Calls	\$ 1,000				

2020 BUDGET BREAKDOWN OF EXPENDITURES:**GOVERNMENT BUILDING-41940 (CON'T)**

		2018 ACTUAL	2019 BUDGET	2020 BUDGET
3810 ELECTRIC SERVICE		\$ 23,400.10	\$ 23,000	\$ 23,000
a) Bulletin Board				
b) Security Lighting				
c) City Offices				
d) Public Works Building				
3830 GAS UTILITIES		\$ 15,486.38	\$ 15,000	\$ 16,000
a) Public Works Building				
b) City Hall				
3841 RUBBISH REMOVAL		\$ 3,128.34	\$ 4,300	\$ 4,300
a) Rubbish Removal	\$ 3,450			
b) Anoka County Solid Waste Mgmt Fee	\$ 850			
4000 CONTRACTUAL SERVICES		\$ 5,738.73	\$ 4,715	\$ 4,715
a) Pest Control	\$ 535			
b) Safety Consultant	\$ 640			
c) Security Camera Maintenance	\$ 3,540			
5000 CAPITAL OUTLAY		\$ -	\$ -	\$ -
7000 GOVERNMENT BUILDING REPLACEMENT FUND		\$ 9,394.00	\$ 9,264	\$ 9,428
	\$ 94,277			
<u>TOTAL GOVERNMENT BUILDINGS</u>		\$ 102,057.34	\$ 101,904	\$ 103,705

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GENERAL FUND-POLICE PROTECTION		2015	2016	2017	2018	2019	2020
ACCT #	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
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101-42100-1010	FULL TIME EMPLOYEES	973,220.68	1,029,195.13	1,018,953.89	1,117,015.86	1,100,740	1,100,740
101-42100-1013	OVERTIME	53,920.91	49,835.24	58,792.02	52,807.84	97,000	97,000
101-42100-1050	VACATION BUY BACK	6,009.77	6,628.52	6,344.82	7,273.89	6,800	7,500
101-42100-1210	PERA CONTRIBUTION	157,672.33	161,783.09	163,781.30	174,504.35	185,777	193,392
101-42100-1220	FICA & MEDICARE	23,130.72	24,178.93	23,922.98	27,073.52	29,199	29,253
101-42100-1300	HEALTH-DENTAL INS	137,761.32	138,480.88	150,297.05	170,165.46	180,000	188,046
101-42100-1313	LIFE INSURANCE	645.02	677.56	723.60	732.96	725	725
101-42100-1510	WORK COMP INSURANCE	24,025.95	28,452.43	35,057.71	37,782.33	41,000	41,000
101-42100-2000	OFFICE SUPPLIES	3,705.96	1,649.15	2,958.29	1,496.21	3,600	3,600
101-42100-2030	PRINTED FORMS	462.52	1,060.44	959.93	586.70	1,200	1,200
101-42100-2040	RANGE EQUIP & SUPPLIES	6,305.06	7,489.81	6,852.42	7,699.71	7,550	8,000
101-42100-2100	OPERATING SUPPLIES	539.16	765.92	2,431.44	1,776.18	5,073	5,382
101-42100-2120	FUEL-LUBRICANTS	15,787.61	14,345.30	17,660.80	21,057.47	22,700	25,700
101-42100-2220	POSTAGE	712.78	497.59	2,437.28	349.89	1,900	1,900
101-42100-3050	MEDICAL EXPENSE	0.00	273.00	50.00	0.00	2,000	2,000
101-42100-3210	CELL TELEPHONES	3,269.05	3,426.48	3,218.76	2,691.09	3,900	3,900
101-42100-3211	DATA SERVICES	12,224.85	10,545.75	26,342.65	30,647.73	33,781	29,261
101-42100-3300	UNIFORM ALLOWANCE	7,857.85	9,264.02	9,466.23	6,934.14	9,960	10,550
101-42100-3310	TRAVEL EXPENSE	642.63	1,102.69	755.45	535.96	1,200	1,200
101-42100-3421	800 MHZ RADIO	3,188.87	3,299.12	213.00	0.00	2,006	2,006
101-42100-4000	CONTRACTUAL SERVICES	16,200.00	10,857.09	16,286.12	14,802.14	18,885	23,385
101-42100-4050	MAINT AGREEMENT	3,648.52	5,679.69	4,792.64	4,496.81	4,000	6,950
101-42100-4060	AUTO EQUIP REPAIRS	15,385.57	22,759.77	14,524.23	29,556.41	20,000	20,000
101-42100-4070	OTHER EQUIP REPAIRS	3,141.55	2,018.49	1,445.38	2,351.68	2,500	2,500
101-42100-4300	CONFERENCE & SCHOOLS	8,185.66	9,264.85	8,783.55	13,140.79	15,000	20,800
101-42100-4330	DUES & SUBSCRIPTIONS	585.00	1,810.00	520.00	1,435.77	1,485	1,235
101-42100-5000	CAPITAL OUTLAY	33,764.39	30,009.40	30,382.95	31,633.74	37,471	37,471
101-42100-7000	TRANSFERS OUT	5,620.00	19,922.00	11,655.00	16,657.00	17,157	17,157
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TOTAL POLICE PROTECTION		1,517,613.73	1,595,272.34	1,619,609.49	1,775,205.63	1,852,609	1,881,853

2020 BUDGET BREAKDOWN OF EXPENDITURES:

				2018 ACTUAL	2019 BUDGET	2020 BUDGET
<u>POLICE PROTECTION-42100</u>						
1010	SALARIES	*2019 Salaries		\$ 1,117,015.86	\$ 1,100,740	\$ 1,100,740
	a)	Officers, Chief & Sergeants	\$ 924,300			
	b)	Record Management Technicians	\$ 175,000			
	c)	Terminal Agency Coord (TAC)	\$ 1,440			
		Special Pay - \$120/month				
1013	OVERTIME			\$ 52,807.84	\$ 97,000	\$ 97,000
	a)	Officers	\$ 82,000			
	b)	Record Management Technicians	\$ 6,000			
	c)	City SITE	\$ 9,000			
		<i>(Holiday Pay, **Revenue Generating: Safe & Sober Grant, SITE; Non Generating Revenue: Night to Unite)</i>				
1050	VACATION BUY BACK			\$ 7,273.89	\$ 6,800	\$ 7,500
1210	PERA EMPLOYER CONTRIBUTION			\$ 174,504.35	\$ 185,777	\$ 193,392
	a)	PNF 17.70%	\$ 1,015,300	\$ 179,709		
	b)	Coordinated 7.5%	\$ 182,440	\$ 13,683		
1220	FICA & MEDICARE EMPLOYER CONTRIBUTION			\$ 27,073.52	\$ 29,199	\$ 29,253
	a)	FICA 6.2%	\$ 189,940	\$ 11,777		
	b)	Medicare 1.45%	\$ 1,205,240	\$ 17,476		
1300	HEALTH & DENTAL INSURANCE/H.S.A			\$ 170,165.46	\$ 180,000	\$ 188,046
1313	PRUDENTIAL LIFE INSURANCE			\$ 732.96	\$ 725	\$ 725
1510	WORKER'S COMPENSATION			\$ 37,782.33	\$ 41,000	\$ 41,000
	a)	Premium	\$ 38,000			
	b)	Deductible	\$ 3,000			
2000	OFFICE SUPPLIES			\$ 1,496.21	\$ 3,600	\$ 3,600
	a)	Ticket Writer Paper				
	b)	Ink Cartridges				
	c)	Printer Paper				
2030	PRINTED FORMS			\$ 586.70	\$ 1,200	\$ 1,200
	a)	Mandate Property Receipts				
	b)	Notice of Seizure/Intent to Forfeit				
	c)	Business Cards & Letterhead				

2020 BUDGET BREAKDOWN OF EXPENDITURES:

<u>POLICE PROTECTION-42100 (CONT')</u>		2018 ACTUAL	2019 BUDGET	2020 BUDGET
2040	RANGE EQUIPMENT & SUPPLIES	\$ 7,699.71	\$ 7,550	\$ 8,000
	a) Taser Cartridges	\$ 1,250		
	b) Ammo (Mandated to use duty ammo)	\$ 3,800		
	c) Targets	\$ 300		
	d) Range Filter	\$ 600		
	e) Gun Cleaning Supplies	\$ 150		
	f) Range Cleaning-Contractor	\$ 1,300		
	g) Range Service Calls-routine maintenance	\$ 600		
2100	OPERATING SUPPLIES	\$ 1,776.18	\$ 5,073	\$ 5,382
	a) First Aid Supplies	\$ 200		
	b) Tobacco compliance checks	\$ 100		
	c) Vehicle Registrations	\$ 200		
	d) Vehicle Title Transfers	\$ 60		
	e) Mouth Pieces	\$ 350		
	f) Defib Electrodes \$170x10	\$ 1,700		
	g) Biohazard Clean-Up Kits	\$ 250		
	h) DVD-DVR	\$ 47		
	i) Eyeglasses (Contractual)	\$ 600		
	j) Annual Fire Ext Inspections	\$ 425		
	k) Narcan	\$ 1,050		
	l) Miscellaneous	\$ 400		
2120	MOTOR FUELS & LUBRICANTS	\$ 21,057.47	\$ 22,700	\$ 25,700
2220	POSTAGE	\$ 349.89	\$ 1,900	\$ 1,900
3050	MEDICAL EXPENSES	\$ -	\$ 2,000	\$ 2,000
	a) Hiring Process-Employee Physical & Psych Evaluation			
3210	CELL PHONES & AIR CARDS	\$ 2,691.09	\$ 3,900	\$ 3,900
	(Aircards-Laptops-Unlimited Data. No throttle down \$5 more x7x12)			
3211	DATA SERVICES	\$ 30,647.73	\$ 33,781	\$ 29,261
	a) Mobile Data Quarterly Fee \$450x4	\$ 1,800		
	b) Monthly Mobile Access \$266x12	\$ 3,192		
	c) CJDN Quarterly Fee \$390x4	\$ 1,560		
	d) Netmotion Mobility	\$ 2,500		
	e) Evidence.com/Officer Safety (BWL/Tasers)	\$ 13,081		
	f) Evidence.com/Squad Video Fleet System	\$ 7,128		

2020 BUDGET BREAKDOWN OF EXPENDITURES:

<u>POLICE PROTECTION-42100 (CON'T)</u>		2018 ACTUAL	2019 BUDGET	2020 BUDGET
3300 CLOTHING & PERSONAL EQUIPMENT		\$ 6,934.14	\$ 9,960	\$ 10,550
a) \$850x11	\$ 9,350			
b) Office Staff \$350x3	\$ 1,050			
c) Service Awards	\$ 150			
3310 TRAVEL EXPENSE		\$ 535.96	\$ 1,200	\$ 1,200
3421 800 MHZ RADIO		\$ -	\$ 2,006	\$ 2,006
a) Annual MESB Fee	\$ 1,000			
b) Radio Extended Warranty	\$ 1,006			
4000 CONTRACTUAL SERVICE		\$ 14,802.14	\$ 18,885	\$ 23,385
a) Shredding Service	\$ 600			
b) Radar Calibration	\$ 400			
c) Public Safety Data System (PSDS)	\$ 18,200			
d) Detox transportation	\$ 335			
e) MN IT	\$ 600			
f) VCS (P.D. Work Schedule Software-Annual)	\$ 1,750			
g) Interpretative Services	\$ 1,500			
4050 MAINTENANCE AGREEMENTS		\$ 4,496.81	\$ 4,000	\$ 6,950
a) Copier & Overages	\$ 3,700			
b) Imaging, Scanner Service Plan & Support (Marco/OPG-3)	\$ 1,100			
c) Taser Extended Warranties	\$ 200			
d) Speed Trailer-Annual Traffic Suite	\$ 1,950			
4060 AUTO EQUIPMENT & REPAIR		\$ 29,556.41	\$ 20,000	\$ 20,000
4070 OTHER EQUIPMENT REPAIR		\$ 2,351.68	\$ 2,500	\$ 2,500
4300 CONFERENCES & SCHOOLS		\$ 13,140.79	\$ 15,000	\$ 20,800
a) Law Enforcement Training	\$ 12,300			
b) IACP Conference	\$ 3,000			
c) Training per Contract (\$500x11)	\$ 5,500			
4330 DUES & SUBSCRIPTIONS		\$ 1,435.77	\$ 1,485	\$ 1,235
a) Anoka County Chiefs	\$ 45			
b) MN Chiefs of Police	\$ 300			
c) IACP	\$ 190			
d) Post Board Renewals (\$90x3)	\$ 270			
e) MN Crime Prevention	\$ 45			
f) Assn. Of Training Officers	\$ 15			
g) Sam's Club	\$ 35			
h) Tri Co Investigation Assoc.	\$ 85			
i) MOCIC	\$ 250			

2020 BUDGET BREAKDOWN OF EXPENDITURES:

		2018 ACTUAL	2019 BUDGET	2020 BUDGET
<u>POLICE PROTECTION-42100 (CON'T)</u>				
5000	CAPITAL OUTLAY	\$ 31,633.74	\$ 37,471	\$ 37,471
	a) 2020 Squad	\$ 32,646		
	b) Tear Down & Rebuild 2020	\$ 4,200		
	c) Squad Graphic's Stripping	\$ 625		
7000	TRANSFER OUT	\$ 16,657.00	\$ 17,157	\$ 17,157
	a) Radio Replacement (Fund 243)	\$ 10,000		
	b) Emergency Management (Fund 249)	\$ 3,157		
	1) Repair & Maintenance	\$ 1,450.00		
	2) Electric	\$ 100.00		
	3) Maintenance Agreement	\$ 1,107.00		
	4) Capital Outlay	\$ 500.00		
	i) Masks Gloves			
	ii) Storage Bins			
	iii) Barrier Tape			
	c) Animal Control (Fund 250)	\$ 1,000		
	d) Reserves (Fund 103)	\$ 2,500		
	e) Chaplain Program (Fund 103)	\$ 500		
<u>TOTAL POLICE PROTECTION</u>		\$ 1,775,205.63	\$ 1,852,609	\$ 1,881,853

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GENERAL FUND-FIRE PROTECTION		2015	2016	2017	2018	2019	2020
ACCT #	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
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101-42200-4000	CONTRACTUAL SERVICES	186,712.56	199,056.00	207,456.00	226,008.00	220,369	230,696
101-42200-4935	STATE FIRE AID	422,929.30	0.00	0.00	0.00	0	0
101-42200-5000	CAPITAL OUTLAY	20,412.81	29,440.00	24,680.45	34,986.00	42,492	63,146
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TOTAL FIRE PROTECTION		630,054.67	228,496.00	232,136.45	260,994.00	262,861	293,842

2020 BUDGET BREAKDOWN OF EXPENDITURES:**FIRE PROTECTION-42200****4000 FIRE DEPARTMENT CONTRACT**

2018 ACTUAL	2019 BUDGET	2020 BUDGET
\$ 226,008.00	\$ 220,369	\$ 230,696

5000 CAPITAL OUTLAY - LGA

\$ 34,986.00	\$ 42,492	\$ 63,146
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a) 2020 Capital Budget	\$ 25,482
b) Ladder 1 Payment	\$ 19,132
c) Ladder 3 Payment	\$ 18,532

TOTAL FIRE PROTECTION

\$ 260,994.00	\$ 262,861	\$ 293,842
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Fire Department Formula Distribution

	2020	2019	2018
Spring Lake Park	7.963%	7.994%	8.692%
Mounds View	15.998%	16.373%	16.158%
Blaine	76.039%	75.633%	75.150%

	2017	2016	2015
Spring Lake Park	8.655%	8.608%	8.613%
Mounds View	15.819%	16.099%	16.424%
Blaine	75.526%	75.293%	74.963%

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GENERAL FUND-CODE ENFORCEMENT		2015	2016	2017	2018	2019	2020
ACCT #	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
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101-42300-1010	FULL TIME EMPLOYEES	75,986.24	77,874.30	100,895.23	105,673.07	109,100	97,575
101-42300-1030	PART TIME EMPLOYEES	0.00	4,055.29	15,187.50	16,888.50	24,960	24,960
101-42300-1050	VACATION BUY BACK	1,461.60	3,128.63	3,086.18	3,178.76	3,100	3,300
101-42300-1210	PERA CONTRIBUTION	5,698.95	5,840.53	7,923.21	8,656.56	10,055	9,191
101-42300-1220	FICA & MEDICARE	5,848.37	6,107.14	8,834.04	9,175.02	10,493	9,627
101-42300-1300	HEALTH-DENTAL INS	9,595.35	9,527.93	16,888.25	20,488.36	22,000	22,392
101-42300-1313	LIFE INSURANCE	51.36	51.36	74.90	77.04	78	78
101-42300-1510	WORK COMP INSURANCE	435.26	276.30	376.02	342.06	1,450	1,450
101-42300-2000	OFFICE SUPPLIES	153.55	403.93	239.81	623.17	500	600
101-42300-2100	OPERATING SUPPLIES	1,106.25	762.17	1,194.61	1,529.30	1,300	1,600
101-42300-2120	FUEL-LUBRICANTS	1,057.61	970.84	1,184.43	1,392.88	1,400	1,400
101-42300-2200	REPAIRS & MAINTENANCE	1,625.53	63.49	505.32	1,031.72	1,000	1,000
101-42300-3210	CELL TELEPHONE	792.78	643.77	865.95	1,313.51	1,000	1,000
101-42300-3310	TRAVEL EXPENSE	0.00	264.38	101.44	102.71	300	300
101-42300-4000	CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0	15,000
101-42300-4300	CONFERENCE & SCHOOLS	2,290.72	1,565.02	190.00	1,082.07	1,600	1,600
101-42300-4330	DUES & SUBSCRIPTIONS	2,768.48	2,803.55	3,560.63	2,590.00	3,700	2,840
101-42300-5000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0	0
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TOTAL CODE ENFORCEMENT		108,872.05	114,338.63	161,107.52	174,144.73	192,036	193,913

2020 BUDGET BREAKDOWN OF EXPENDITURES:

<u>CODE ENFORCEMENT-42300</u>			2018 ACTUAL	2019 BUDGET	2020 BUDGET
1010 SALARIES			\$ 105,673.07	\$ 109,100	\$ 97,575
a) 100% Building Inspector	\$	73,675			
b) 50% Receptionist <i>*2019 Salary</i>	\$	23,900			
1040 TEMPORARY SALARY			\$ 16,888.50	\$ 24,960	\$ 24,960
Seasonal - 1040 hrs @ \$24.00	\$	24,960			
1050 VACATION BUY BACK			\$ 3,178.76	\$ 3,100	\$ 3,300
1210 PERA EMPLOYER CONTRIBUTION			\$ 8,656.56	\$ 10,055	\$ 9,191
a) Coordinated 7.5% \$ 122,535	\$	9,191			
1220 FICA & MEDICARE EMPLOYER CONTRIBUTION			\$ 9,175.02	\$ 10,493	\$ 9,627
a) FICA 6.2% \$ 125,835	\$	7,802			
b) Medicare 1.45% \$ 125,835	\$	1,825			
1300 HEALTH & DENTAL INSURANCE/H.S.A			\$ 20,488.36	\$ 22,000	\$ 22,392
1313 PRUDENTIAL LIFE INSURANCE			\$ 77.04	\$ 78	\$ 78
1510 WORKER'S COMPENSATION			\$ 342.06	\$ 1,450	\$ 1,450
a) Premium	\$	450			
b) Deductible	\$	1,000			
2000 OFFICE SUPPLIES			\$ 623.17	\$ 500	\$ 600
2100 OPERATING SUPPLIES			\$ 1,529.30	\$ 1,300	\$ 1,600
a) Printed Forms - Permits	\$	300			
b) Business Cards	\$	200			
c) Identification Attire	\$	400			
d) Code Books & Publications	\$	400			
e) Annual Charge for Color Copies	\$	300			
2120 MOTOR FUELS			\$ 1,392.88	\$ 1,400	\$ 1,400
2200 REPAIR & MAINTENANCE			\$ 1,031.72	\$ 1,000	\$ 1,000
a) Vehicle Repair & Maint.					
3210 CELL PHONE			\$ 1,313.51	\$ 1,000	\$ 1,000
3310 TRAVEL EXPENSES			\$ 102.71	\$ 300	\$ 300
4000 CONTRACTUAL SERVICES			\$ -	\$ -	\$ 15,000
a) MNSpect					

2020 BUDGET BREAKDOWN OF EXPENDITURES:**CODE ENFORCEMENT-42300 (CON'T)****4300 CONFERENCES & SCHOOLS**

a) Annual Bldg. Offical State Conference	\$	1,200
b) Fire Marshall Training	\$	100
c) M.A.H.C.O.	\$	100
d) M.B.P.T.A.	\$	200

2018 ACTUAL	2019 BUDGET	2020 BUDGET
\$ 1,082.07	\$ 1,600	\$ 1,600

4330 DUES & SUBSCRIPTIONS

a) ICC Membership	\$	160
b) 10,000 Lakes Membership	\$	150
c) Fire Marshalls Assn	\$	80
d) M.A.H.C.O.	\$	100
e) Permit Works Annual Subscription	\$	2,200
f) M.B.P.T.A.	\$	150

\$ 2,590.00	\$ 3,700	\$ 2,840
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TOTAL CODE ENFORCEMENT

\$ 174,144.73	\$ 192,036	\$ 193,913
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GENERAL FUND-STREET DEPARTMENT		2015	2016	2017	2018	2019	2020
ACCT #	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
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101-43000-1010	FULL TIME EMPLOYEES	121,511.91	129,110.26	141,005.55	136,996.63	141,200	141,200
101-43000-1013	OVERTIME	2,884.65	4,687.78	1,796.21	3,691.93	7,912	7,912
101-43000-1020	ON-CALL SALARIES	1,031.40	1,401.58	1,519.87	1,686.52	2,261	2,261
101-43000-1050	VACATION BUY BACK	1,643.00	1,681.22	1,419.68	1,462.34	1,900	1,900
101-43000-1210	PERA CONTRIBUTION	9,568.49	10,039.80	10,164.55	10,661.68	11,353	11,353
101-43000-1220	FICA & MEDICARE	9,761.60	10,229.93	10,340.88	10,718.81	11,726	11,726
101-43000-1300	HEALTH-DENTAL INS	22,720.94	18,217.01	19,356.99	20,903.94	23,500	24,000
101-43000-1313	LIFE INSURANCE	105.08	106.35	106.31	106.31	107	107
101-43000-1510	WORK COMP INSURANCE	8,731.89	8,326.61	11,662.36	11,311.52	14,000	14,000
101-43000-2120	FUEL-LUBRICANTS	11,443.30	11,311.92	11,566.86	16,030.39	14,000	15,000
101-43000-2150	SHOP MATERIALS	1,130.58	2,225.65	1,660.90	2,001.49	2,500	3,000
101-43000-2200	REPAIR & MAINTENANCE	4,330.85	9,283.61	4,979.75	4,490.68	7,000	7,000
101-43000-2210	EQUIPMENT PARTS	7,688.06	8,022.21	5,305.33	8,351.36	7,000	7,000
101-43000-2221	TIRES	759.00	222.34	336.69	0.00	1,000	1,000
101-43000-2224	STREET MAINT SUPPLY	0.00	0.00	(6,603.00)	520.85	1,300	2,000
101-43000-2226	SIGNS & STRIPING	3,225.87	3,886.35	3,615.24	4,731.69	6,500	6,500
101-43000-2280	UNIFORM ALLOWANCE	994.31	849.44	866.25	875.00	900	1,000
101-43000-3210	CELL TELEPHONE	182.37	210.49	210.42	224.94	370	370
101-43000-4000	CONTRACTUAL SERVICES	628.00	893.10	150.00	1,720.64	1,040	1,040
101-43000-4300	CONFERENCE & SCHOOLS	192.82	776.20	442.79	1,569.42	500	800
101-43000-4330	DUES & SUBSCRIPTIONS	45.00	45.00	104.37	109.57	100	100
101-43000-5000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0	0
101-43000-7000	TRANSFER OUT	0.00	0.00	1,600.00	1,600.00	1,600	2,000
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TOTAL STREET DEPARTMENT		208,579.12	221,526.85	221,608.00	239,765.71	257,769	261,269

2020 BUDGET BREAKDOWN OF EXPENDITURES:

				2018 ACTUAL	2019 BUDGET	2020 BUDGET
<u>STREETS-43000</u>						
1010	SALARIES	<i>*2019 Salaries</i>		\$ 136,996.63	\$ 141,200	\$ 141,200
	a) 1 - 100%		\$ 62,700			
	b) 3 - 25%		\$ 47,100			
	c) 33% of Director		\$ 31,400			
1013	OVERTIME			\$ 3,691.93	\$ 7,912	\$ 7,912
	a) 175 hrs @ \$45.21					
1020	ON-CALL SALARIES			\$ 1,686.52	\$ 2,261	\$ 2,261
	a) 50 hrs @ \$45.21					
1050	VACATION BUY BACK			\$ 1,462.34	\$ 1,900	\$ 1,900
1210	PERA EMPLOYER CONTRIBUTION			\$ 10,661.68	\$ 11,353	\$ 11,353
	a) Coordinated 7.5%	\$ 151,373				
1220	FICA & MEDICARE EMPLOYER CONTRIBUTION			\$ 10,718.81	\$ 11,726	\$ 11,726
	a) FICA 6.2%	\$ 153,273	\$ 9,503			
	b) Medicare 1.45%	\$ 153,273	\$ 2,222			
1300	HEALTH & DENTAL INSURANCE/H.S.A			\$ 20,903.94	\$ 23,500	\$ 24,000
1313	PRUDENTIAL LIFE INSURANCE			\$ 106.31	\$ 107	\$ 107
1510	WORKER'S COMPENSATION			\$ 11,311.52	\$ 14,000	\$ 14,000
	a) Premium		\$ 13,000			
	b) Deductible		\$ 1,000			
2120	MOTOR FUELS & LUBRICANTS			\$ 16,030.39	\$ 14,000	\$ 15,000
2150	SHOP MATERIALS			\$ 2,001.49	\$ 2,500	\$ 3,000
2200	REPAIR, MAINTENANCE & SUPPLIES			\$ 4,490.68	\$ 7,000	\$ 7,000
2210	EQUIPMENT PARTS			\$ 8,351.36	\$ 7,000	\$ 7,000
2221	TIRES			\$ -	\$ 1,000	\$ 1,000
2224	STREET MAINTENANCE MATERIALS			\$ 520.85	\$ 1,300	\$ 2,000
	a) Asphalt					
2226	SIGNS & STRIPING			\$ 4,731.69	\$ 6,500	\$ 6,500
	a) Crosswalks					
	b) Curbs					

2020 BUDGET BREAKDOWN OF EXPENDITURES:

				2018 ACTUAL	2019 BUDGET	2020 BUDGET
<u>STREETS-43000 (CON'T)</u>						
2280	UNIFORMS			\$ 875.00	\$ 900	\$ 1,000
	a) Uniforms Allowance per contract	\$	900			
	b) T-Shirts	\$	100			
3210	CELL PHONE			\$ 224.94	\$ 370	\$ 370
4000	CONTRACTUAL SERVICES			\$ 1,720.64	\$ 1,040	\$ 1,040
	a) Safety Consultant	\$	640			
	b) Random Drug Testing & Annual Fee	\$	400			
	c) Street Sweeping					
	(\$9,000 - Storm Water Fund)	\$	-			
4300	CONFERENCES & SCHOOLS			\$ 1,569.42	\$ 500	\$ 800
	a) Safety Training	\$	500			
	b) A.P.W.A. St. Cloud	\$	300			
4330	DUES & SUBSCRIPTIONS			\$ 109.57	\$ 100	\$ 100
	a) American Public Works Assn.	\$	80			
	b) Regional Mutual Aid Dues	\$	10			
	c) Wells Fargo Credit Card	\$	10			
5000	CAPITAL OUTLAY			\$ -	\$ -	\$ -
7000	TRANSFER OUT			\$ 1,600.00	\$ 1,600	\$ 2,000
	a) Forestry (Fund 251)	\$	2,000			
<u>TOTAL STREETS DEPARTMENT</u>				\$ 239,765.71	\$ 257,769	\$ 261,269

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GENERAL FUND-RECREATION		2015	2016	2017	2018	2019	2020
ACCT #	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
101-45100-1010	FULL TIME EMPLOYEES	210,797.13	210,797.13	220,298.53	230,379.42	237,000	195,500
101-45100-1040	TEMPORARY EMPLOYEES	10,363.51	10,363.51	10,987.36	9,329.25	17,010	17,010
101-45100-1050	VACATION BUY BACK	1,593.29	1,593.29	1,561.94	2,771.42	1,700	3,000
101-45100-1210	PERA CONTRIBUTION	15,536.80	15,536.80	16,241.06	16,977.65	17,775	14,663
101-45100-1220	FICA & MEDICARE	16,619.22	16,619.22	17,391.36	17,828.71	19,563	16,487
101-45100-1300	HEALTH-DENTAL INS	32,693.91	32,693.91	34,489.76	36,856.29	41,875	44,831
101-45100-1313	LIFE INSURANCE	174.48	174.48	174.48	174.48	176	176
101-45100-1510	WORKERS COMP INSURANCE	567.72	567.72	853.16	853.43	1,900	1,900
101-45100-2000	OFFICE SUPPLIES	2,509.01	2,509.01	1,178.77	2,338.91	2,161	2,161
101-45100-2220	POSTAGE	7,348.33	7,348.33	8,071.82	11,004.18	8,950	9,626
101-45100-2290	RECREATION EQUIP-SUPPLIES	2,736.96	2,736.96	1,954.91	2,612.13	2,500	2,500
101-45100-3310	TRAVEL EXPENSE	706.33	706.33	267.03	1,071.49	1,000	1,400
101-45100-3500	PRINTING & PUBLISHING	11,213.24	11,213.24	12,207.40	13,716.08	14,357	14,607
101-45100-4300	CONFERENCE & SCHOOLS	70.00	70.00	307.00	1,006.30	1,400	1,400
101-45100-4330	DUES & SUBSCRIPTIONS	556.29	556.29	135.00	575.00	457	645
101-45200-5000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0	0
TOTAL RECREATION DEPARTMENT		313,486.22	313,486.22	326,119.58	347,494.74	367,824	325,906

2020 BUDGET BREAKDOWN OF EXPENDITURES:

				2018	2019	2020
<u>RECREATION-45100</u>				ACTUAL	BUDGET	BUDGET
1010	SALARIES	<i>*2019 Salaries</i>		\$ 230,379.42	\$ 237,000	\$ 195,500
1040	TEMPORARY SALARIES	(Salary Range \$13-\$15)		\$ 9,329.25	\$ 17,010	\$ 17,010
	a) 3 Playground Leaders	\$14 x 320 hrs x 3 = \$13,440				
	b) Rink Attendants	\$10.50 x 340 hrs = \$3,570				
1050	VACATION BUY BACK			\$ 2,771.42	\$ 1,700	\$ 3,000
1210	PERA EMPLOYER CONTRIBUTION			\$ 16,977.65	\$ 17,775	\$ 14,663
	a) Coordinated 7.5%	\$ 195,500	\$ 14,663			
1220	FICA & MEDICARE EMPLOYER CONTRIBUTION			\$ 17,828.71	\$ 19,563	\$ 16,487
	a) FICA 6.2%	\$ 215,510	\$ 13,362			
	b) Medicare 1.45%	\$ 215,510	\$ 3,125			
1300	HEALTH & DENTAL INSURANCE/H.S.A			\$ 36,856.29	\$ 41,875	\$ 44,831
1313	PRUDENTIAL LIFE INSURANCE			\$ 174.48	\$ 176	\$ 176
1510	WORKER'S COMPENSATION			\$ 853.43	\$ 1,900	\$ 1,900
	a) Premium	\$ 900				
	b) Deductible	\$ 1,000				
2000	OFFICE SUPPLIES			\$ 2,338.91	\$ 2,161	\$ 2,161
	a) Office Supplies	\$ 789				
	b) Woven Envelopes/Stationary Shells	\$ 372				
	c) Ink Cartridges, Toner	\$ 1,000				
2220	POSTAGE			\$ 11,004.18	\$ 8,950	\$ 9,626
	a) Recreation Brochure Mailing (2,300x3)	\$ 6,900				
	b) Miscellaneous Mailings	\$ 2,726				
2290	EQUIPMENT SUPPLIES			\$ 2,612.13	\$ 2,500	\$ 2,500
	a) Playground Supplies (Bats,Balls,Games)	\$ 464				
	b) Youth Program Supplies	\$ 836				
	c) Seniors Program	\$ 1,200				
3310	TRAVEL EXPENSE			\$ 1,071.49	\$ 1,000	\$ 1,400
3410	EMPLOYMENT ADVERTISING			\$ -	\$ -	\$ -
3500	PRINTING & PUBLISHING			\$ 13,716.08	\$ 14,357	\$ 14,607
	a) Winter Program Brochure	\$ 4,500				
	b) Fall Program Brochure	\$ 4,500				
	c) Spring/Summer Brochure	\$ 3,750				
	d) Paper, ink & stencils for all flyers	\$ 1,857				

2020 BUDGET BREAKDOWN OF EXPENDITURES:**RECREATION-45100 (CON'T)****4300 CONFERENCES & SCHOOLS**

a) M.R.P.A. Annual Conference	\$	1,300
b) Municipals Banquet	\$	-
c) M.R.P.A., LMC Workshops	\$	100

4330 DUES & SUBSCRIPTIONS

a) M.R.P.A.	\$	300
b) Sam's Club	\$	135
c) Wells Fargo Credit Card	\$	20
d) M.A.S.S.	\$	15
e) National P.P.A.	\$	175

5000 CAPITAL OUTLAY

	2018 ACTUAL	2019 BUDGET	2020 BUDGET
	\$ 1,006.30	\$ 1,400	\$ 1,400
	\$ 575.00	\$ 457	\$ 645
	\$ -	\$ -	\$ -
	\$ 347,494.74	\$ 367,824	\$ 325,906

TOTAL RECREATION DEPARTMENT

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GENERAL FUND-PARKS DEPARTMENT		2015	2016	2017	2018	2019	2020
ACCT #	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
101-45200-1010	FULL TIME EMPLOYEES	124,608.23	135,324.82	139,874.93	144,839.66	148,100	148,100
101-45200-1013	OVERTIME	4,566.81	6,360.09	2,639.12	6,987.23	7,912	7,912
101-45200-1020	ON-CALL SALARIES	1,450.23	1,615.90	1,022.89	989.18	2,261	2,261
101-45200-1040	TEMPORARY EMPLOYEES	0.00	0.00	29,311.75	20,245.63	30,000	30,000
101-45200-1050	VACATION BUY BACK	1,643.00	2,904.42	2,679.28	2,759.94	3,000	3,000
101-45200-1210	PERA CONTRIBUTION	9,905.36	10,648.85	10,663.26	11,351.93	11,871	11,871
101-45200-1220	FICA & MEDICARE	10,148.04	11,004.70	13,250.70	13,134.71	14,633	14,633
101-45200-1300	HEALTH-DENTAL INS	20,153.98	20,155.12	22,109.68	22,300.10	27,500	28,166
101-45200-1313	LIFE INSURANCE	101.51	107.03	107.03	107.03	108	108
101-45200-1510	WORK COMP INSURANCE	9,238.94	8,861.63	12,468.04	13,354.85	14,000	14,000
101-45200-2100	OPERATING SUPPLIES	392.74	643.93	350.07	408.00	1,000	1,000
101-45200-2120	FUEL-LUBRICANTS	10,738.18	9,799.82	10,777.18	15,101.72	12,500	13,500
101-45200-2200	REPAIR & MAINTENANCE	7,663.88	9,010.70	6,603.19	11,458.71	8,000	8,000
101-45200-2210	EQUIPMENT PARTS	1,256.92	5,246.58	3,334.96	4,540.41	5,500	5,500
101-45200-2221	TIRES	157.70	998.64	323.46	396.94	800	800
101-45200-2225	LANDSCAPING MATERIAL	6,805.82	8,010.74	9,316.61	7,221.99	8,932	9,354
101-45200-2280	UNIFORM ALLOWANCE	875.32	849.44	1,311.25	875.00	1,000	1,000
101-45200-2290	RECR EQUIP SUPPLIES	775.09	2,499.15	1,563.26	848.52	2,000	2,000
101-45200-3210	CELL PHONE	488.15	580.52	508.77	487.67	500	500
101-45200-3810	ELECTRIC UTILITIES	4,315.73	4,838.96	4,560.74	4,175.07	4,500	4,500
101-45200-3830	GAS UTILITIES	3,063.27	3,971.13	2,533.10	3,117.92	3,500	3,500
101-45200-3841	RUBBISH REMOVAL	263.87	263.87	263.87	263.87	400	400
101-45200-4190	SATELLITE RENTAL	1,299.99	1,399.50	1,359.29	1,466.14	1,400	1,470
101-45200-4300	CONFERENCE & SCHOOLS	1,027.01	472.50	975.00	452.50	1,200	1,875
101-45200-4330	DUES & SUBSCRIPTIONS	0.00	0.00	59.37	61.25	0	0
101-45200-4500	CONTRACTUAL SERVICES	628.00	893.10	150.00	1,370.64	880	880
101-45200-4901	LAKESIDE PARK	11,500.00	11,500.00	11,500.00	11,500.00	11,500	11,500
101-45200-5000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0	0
TOTAL PARKS DEPARTMENT		233,067.77	257,961.14	289,616.80	299,816.61	322,997	325,830

2020 BUDGET BREAKDOWN OF EXPENDITURES:

				2018 ACTUAL	2019 BUDGET	2020 BUDGET
<u>PARKS-45200</u>						
1010	SALARIES	<i>*2019 Salaries</i>		\$ 144,839.66	\$ 148,100	\$ 148,100
	a) 1 - 100% (Lead Worker)		\$ 69,600			
	b) 3 - 25%		\$ 47,100			
	c) 33% of Director		\$ 31,400			
1013	OVERTIME			\$ 6,987.23	\$ 7,912	\$ 7,912
	a) 175 hrs @ \$45.21					
1020	ON-CALL SALARIES			\$ 989.18	\$ 2,261	\$ 2,261
	a) 50 hrs @ \$45.21					
1040	TEMPORARY SALARIES	(Salary range \$11-13)		\$ 20,245.63	\$ 30,000	\$ 30,000
1050	VACATION BUY BACK			\$ 2,759.94	\$ 3,000	\$ 3,000
1210	PERA EMPLOYER CONTRIBUTION			\$ 11,351.93	\$ 11,871	\$ 11,871
	a) Coordinated 7.5%	\$ 158,273				
1220	FICA & MEDICARE EMPLOYER CONTRIBUTION			\$ 13,134.71	\$ 14,633	\$ 14,633
	a) FICA 6.2%	\$ 191,273	\$ 11,859			
	b) Medicare 1.45%	\$ 191,273	\$ 2,774			
1300	HEALTH & DENTAL INSURANCE/H.S.A			\$ 22,300.10	\$ 27,500	\$ 28,166
1313	PRUDENTIAL LIFE INSURANCE			\$ 107.03	\$ 108	\$ 108
1510	WORKER'S COMPENSATION			\$ 13,354.85	\$ 14,000	\$ 14,000
	a) Premium		\$ 13,000			
	b) Deductible		\$ 1,000			
2100	OPERATING SUPPLIES			\$ 408.00	\$ 1,000	\$ 1,000
	a) Park Building Supplies					
	1) Rags					
	2) Cleaning Supplies					
	3) Paper Products					
	4) Shovels/Rakes					
2120	MOTOR FUELS & LUBRICANTS			\$ 15,101.72	\$ 12,500	\$ 13,500

2020 BUDGET BREAKDOWN OF EXPENDITURES:

2018 ACTUAL	2019 BUDGET	2020 BUDGET
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PARKS-45200 (CON'T)

2200	REPAIRS & MAINTENANCE		\$ 11,458.71	\$ 8,000	\$ 8,000
	a) Paint	\$ 800			
	b) Hardware	\$ 1,300			
	c) Lumber	\$ 1,300			
	d) Electrical	\$ 700			
	e) Irrigation System	\$ 1,800			
	f) Triangle Park Fountain	\$ 800			
	g) Auto Repairs	\$ 1,000			
	h) Miscellaneous	\$ 300			
2210	EQUIPMENT PARTS		\$ 4,540.41	\$ 5,500	\$ 5,500
2221	TIRES		\$ 396.94	\$ 800	\$ 800
2225	LANDSCAPE MATERIALS		\$ 7,221.99	\$ 8,932	\$ 9,354
	a) Fertilizer & Seed	\$ 3,100			
	b) Agriculture Lime	\$ 1,243			
	c) Line White Field Marking Paint	\$ 464			
	d) Safe Line for Lining Fields	\$ 450			
	e) Retaining Block	\$ 556			
	f) Fibre for Playgrounds	\$ 1,800			
	g) Broadleaf Control	\$ 1,741			
2280	UNIFORMS		\$ 875.00	\$ 1,000	\$ 1,000
	a) Uniform Allowance per contract	\$ 800			
	b) T-Shirts	\$ 200			
2290	RECREATION EQUIPMENT SUPPLIES		\$ 848.52	\$ 2,000	\$ 2,000
	a) Replacement parts for Bleachers/ Benches/Tables	\$ 250			
	b) Volleyball, Hockey & Tennis Nets	\$ 250			
	c) Backstop Fencing	\$ 600			
	d) Playground Parts	\$ 900			
3210	LEAD WORKER'S CELL PHONE		\$ 487.67	\$ 500	\$ 500
3810	ELECTRIC SERVICE		\$ 4,175.07	\$ 4,500	\$ 4,500
	a) Warming House (Able Park) Skating Lights				
	b) Tennis & Ballfield Lights at Terrace Park				
	c) Triangle Park Water Fountain				
	d) 8463 Terrace Road				

2020 BUDGET BREAKDOWN OF EXPENDITURES:**PARKS-45200 (CON'T)**

			2018 ACTUAL	2019 BUDGET	2020 BUDGET
3830	GAS SERVICE		\$ 3,117.92	\$ 3,500	\$ 3,500
	a) Able Park Building				
	b) Terrace Park Building				
	c) Sanburnol Building (heat left on low to prevent damage)				
	d) 8463 Terrace Road				
3841	RUBBISH REMOVAL		\$ 263.87	\$ 400	\$ 400
	a) Removal	\$ 300			
	b) Solid Waste Mgmt Charge-Anoka Co	\$ 100			
4190	SATELLITE RENTAL		\$ 1,466.14	\$ 1,400	\$ 1,470
	a) 2 units @ \$66 = \$132 x 4/mo.	\$ 528			
	b) 2 units @ \$66 = \$132 x 6/mo.	\$ 792			
	c) 3 units @ \$50 = \$150	\$ 150			
4300	CONFERENCES & SCHOOLS		\$ 452.50	\$ 1,200	\$ 1,875
	a) Public Works Annual Conference	\$ 325			
	b) Ballfield Maintenance	\$ 100			
	c) Playground School (\$675x2)	\$ 1,350			
	d) Minnesota Green Conference	\$ 100			
4330	DUES & SUBSCRIPTIONS		\$ 61.25	\$ -	\$ -
4500	CONTRACTUAL SERVICES		\$ 1,370.64	\$ 880	\$ 880
	a) Safety Consultant	\$ 640			
	b) Random Drug Testing	\$ 240			
4901	LAKESIDE PARK EXPENSE		\$ 11,500.00	\$ 11,500	\$ 11,500
5000	CAPITAL OUTLAY		\$ -	\$ -	\$ -
			\$ -		
<u>TOTAL PARKS DEPARTMENT</u>			\$ 299,816.61	\$ 322,997	\$ 325,830

2020 BUDGET BREAKDOWN OF EXPENDITURES:**101.45200.4901 LAKESIDE PARK****Salaries:**

a) Maintenance Person:

4 hrs/day x 80 days x \$11.50/hr \$ 3,680

FICA/Medicare (.0765 x \$3,680)**Worker's Compensation** (.0335 x \$3,680)**Operating Supplies:**

- a) Soap, toilet paper, garbage bags \$ 240
- b) Ag lime for ballfield \$ 200
- c) Aeration notice \$ 60
- d) Volleyball net \$ 90
- e) Broadleaf/Veg Control \$ 500
- f) Fertilizer (50 bags) & seed \$ 560
- g) Playground surface \$ 850

Electricity (Vandal lights, irrigation system & buildings)**Water/Sewer Service****Refuse Collection****Portable Restrooms****Maintenance Equipment Rental/Usage****Insurance****Equipment Repairs**

- a) Sprinkler system-expansion \$ 600
- b) Drinking fountain \$ 250
- c) Fencing \$ 100
- d) Playground equipment \$ 300
- e) Signs repairs \$ 100
- f) Electrical \$ 300
- g) Building and sidewalks \$ 1,270

TOTAL LAKESIDE PARK BUDGET*Less Park Rental Income & Investment Income***Spring Lake Park Share**

2019 BUDGET	2020 BUDGET
\$ 3,680	\$ 3,680
\$ 282	\$ 282
\$ 243	\$ 243
\$ 2,500	\$ 2,500
\$ 1,300	\$ 1,300
\$ 2,400	\$ 2,400
\$ 75	\$ 75
\$ 700	\$ 700
\$ 4,800	\$ 4,800
\$ 4,800	\$ 4,800
\$ 2,920	\$ 2,920
\$ 23,700	\$ 23,700
\$ (700)	\$ (700)
\$ 23,000	\$ 23,000
\$ 11,500	\$ 11,500

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GENERAL FUND-MISCELLANEOUS		2015	2016	2017	2018	2019	2020
ACCT #	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
-----	-----	-----	-----	-----	-----	-----	-----
101-49000-1300	HEALTH INSURANCE	0.00	0.00	330.88	887.04	350	1,000
101-49000-1313	COBRA-H.S.A. ADMIN FEES	0.00	948.88	0.00	0.00	8,400	8,400
101-49000-3600	INSURANCE	41,018.14	41,983.36	41,448.12	44,320.88	45,000	45,000
101-49000-4000	CONTRACTUAL SERVICES	(500.00)	10,000.00	2,752.00	5,228.00	0	30,000
101-49000-4389	CONTINGENCY	0.00	64,784.00	0.00	0.00	0	88,472
101-49000-4390	MISCELLANEOUS	5,863.84	5,395.00	6,807.42	1,888.10	5,000	15,000
101-49000-4420	SURCHARGES-PLBG	203.00	131.00	879.00	86.00	200	200
101-49000-4430	SURCHARGES-HTG	438.12	294.68	1,060.52	591.99	400	400
101-49000-4440	SURCHARGES-BLDG	4,120.17	3,392.22	5,111.68	7,046.54	2,000	2,000
101-49000-7000	PERM TRANSFERS OUT	170,000.00	155,000.00	160,000.00	155,000.00	145,000	150,000
		-----	-----	-----	-----	-----	-----
TOTAL MISCELLANEOUS		221,143.27	281,929.14	218,389.62	215,048.55	206,350	340,472
TOTAL GENERAL FUND BUDGET		4,019,908.27	3,773,663.17	3,834,634.01	4,112,159.40	4,314,187	4,522,590.00

2020 BUDGET BREAKDOWN OF EXPENDITURES:

<u>MISCELLANEOUS-49000</u>		2018 ACTUAL	2019 BUDGET	2020 BUDGET
1300	HEALTH INSURANCE	\$ 887.04	\$ 350	\$ 1,000
1313	COBRA & H.S.A. ACCOUNT MANAGEMENT COST	\$ -	\$ 8,400	\$ 8,400
	a) \$688/month			
3600	INSURANCE	\$ 44,320.88	\$ 45,000	\$ 45,000
	a) General Liability			
	b) Accident			
	c) Boards & Commissions			
	d) Auto			
4000	CONTRACTUAL SERVICE	\$ 5,228.00	\$ -	\$ 30,000
4389	CONTINGENCY	\$ -	\$ -	\$ 88,472
4390	MISCELLANEOUS	\$ 1,888.10	\$ 5,000	\$ 15,000
4420	PLUMBING SURCHARGE	\$ 86.00	\$ 200	\$ 200
4430	HEATING & AIR CONDITIONING SURCHARGES	\$ 591.99	\$ 400	\$ 400
4440	BUILDING SURCHARGES	\$ 7,046.54	\$ 2,000	\$ 2,000
7000	PERMANENT TRANSFERS	\$ 155,000.00	\$ 145,000	\$ 150,000
	a) Election Fund transfer	\$ 15,000		
	b) Severance Liability	\$ 20,000		
	(2014-\$10,000)			
	(2015-\$15,000)			
	(2016-\$15,000)			
	(2017-\$15,000)			
	(2018-\$15,000)			
	(2019-\$15,000)			
	c) Transfer from LGA (FD Debt - Station #3)	\$ 50,000		
	d) Transfer from LGA (PW Debt Service Fund)	\$ 40,000	(remainder 50%-PU)	
	e) Transfer from LGA (Storm Water Fund)	\$ 25,000		
<u>TOTAL MISCELLANEOUS</u>		\$ 215,048.55	\$ 206,350	\$ 340,472
<u>TOTAL 2020 EXPENDITURES</u>		\$ 4,112,159.40	\$ 4,314,187	\$ 4,522,590



Memorandum

To: Mayor Nelson and Members of the City Council

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

Date: December 9, 2019

Subject: 2020-2024 Capital Improvement Plan

Attached is the proposed 2020-2024 Capital Improvement Plan (CIP) for the City of Spring Lake Park. I would like to thank our Department Heads for their assistance in preparing the CIP.

The Capital Improvement Plan is broken down as follows: 1) Capital Projects by Department and 2) Capital Projects by Funding Source.

The proposed 2020-2024 CIP identifies \$15,243,414 in capital improvement projects over the next five years. The plan is broken down as follows by Department.

Department	2020	2021	2022	2023	2024	Total
Administration	\$ 1,150	\$ 1,150	\$ 23,150	\$ 1,150	\$ 181,750	\$ 208,350
City Facilities	\$ 7,500	\$ 0	\$ 500,000	\$8,268,597	\$ 0	\$ 8,776,097
Police	\$ 51,521	\$ 51,521	\$ 36,521	\$ 56,521	\$ 36,521	\$ 232,605
Fire	\$ 25,482	\$ 35,794	\$ 40,412	\$ 34,958	\$ 896,017	\$ 1,032,662
Park & Rec	\$ 92,700	\$ 167,000	\$ 172,000	\$ 181,000	\$ 517,000	\$ 1,129,700
Public Works	\$ 295,000	\$ 115,000	\$ 85,000	\$ 125,000	\$ 495,000	\$ 1,115,000
Code Enforcement	\$ 24,500	\$ 0	\$ 0	\$ 0	\$ 24,500	\$ 49,000
Public Utilities	\$ 490,000	\$ 240,000	\$ 345,000	\$ 390,000	\$ 640,000	\$ 2,105,000
Storm Water	\$ 420,000	\$ 65,000	\$ 30,000	\$ 30,000	\$ 50,000	\$ 595,000
TOTAL	\$1,407,853	\$ 675,465	\$1,232,083	\$ 9,087,226	\$ 2,840,788	\$15,243,414

The 2020 project identified for funding in the General Fund have been included in the 2020 General Fund budget.

It is important to note that the 2020-2024 CIP is a financial planning document. Approval of the plan does not represent approval of any project in the plan nor does it finalize the year a particular project will take place. Significant discussion still needs to be held by the City Council regarding the future of the City Hall building. Staff feels that there is uncertainty regarding the timing of construction of SBM Fire Station #6 in northeast Blaine, as well as the equipment meant to outfit it. Projects will be brought forward to the City Council prior to purchase/construction.

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

City of Spring Lake Park
2020-2024 Capital Improvement Plan - Projects by Department

Department	Project	2020	2021	2022	2023	2024	Total
Administration							
	Standing Desk/Active Mat	\$ 1,150	\$ 1,150	\$ 1,150	\$ 1,150	\$ 1,150	\$ 5,750
	Photocopier	\$ -	\$ -	\$ 22,000		\$ -	\$ 22,000
	City Council Technology		\$ -	\$ -	\$ -	\$ 5,600	\$ 5,600
	Computer System Replacement		\$ -	\$ -	\$ -	\$ 175,000	\$ 175,000
	Administration Total	\$ 1,150	\$ 1,150	\$ 23,150	\$ 1,150	\$ 181,750	\$ 208,350
City Facilities							
	City Hall Renovation/Expansion	\$ -	\$ -	\$ 500,000	\$ 7,768,597	\$ -	\$ 8,268,597
	Gun Range Renovation/Range Filtration System	\$ -	\$ -	\$ -	\$ 500,000	\$ -	\$ 500,000
	City Hall Sidewalk Project	\$ 7,500	\$ -	\$ -	\$ -	\$ -	\$ 7,500
	City Facilities Total	\$ 7,500	\$ -	\$ 500,000	\$ 8,268,597	\$ -	\$ 8,776,097
Police Department							
	Patrol Squad Car Light Bars	\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ 15,000
	Photocopier	\$ -	\$ -	\$ -	\$ 20,000		\$ 20,000
	Squad Car Replacement	\$ 36,521	\$ 36,521	\$ 36,521	\$ 36,521	\$ 36,521	\$ 182,605
	Police Front Office Renovation	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000
	Police Department Total	\$ 51,521	\$ 51,521	\$ 36,521	\$ 56,521	\$ 36,521	\$ 232,605
Fire Department							
	Engine 3 (Pumper/Tender) + Equipment	\$ 15,209	\$ 22,217	\$ -	\$ -	\$ -	\$ 37,426
	Staff Vehicles	\$ -	\$ -	\$ -	\$ 17,439	\$ -	\$ 17,439
	Utility 14	\$ -	\$ -	\$ 19,350			\$ 19,350
	Rescue 4 Replacement + Equipment	\$ -	\$ -	\$ 9,675	\$ -	\$ -	\$ 9,675
	Station 4 Roof	\$ -	\$ 3,982	\$ -	\$ -	\$ -	\$ 3,982
	Station Infrastructure	\$ 3,583	\$ 4,181	\$ 3,982	\$ 4,380	\$ 4,559	\$ 20,684
	RMS/Computer	\$ 3,185	\$ 1,593	\$ 1,593	\$ 3,185	\$ 1,593	\$ 11,148
	Fitness Equipment	\$ -	\$ -	\$ 1,991	\$ -	\$ -	\$ 1,991
	Personal Protective Equipment	\$ 3,504	\$ 3,822	\$ 3,822	\$ 3,982	\$ 7,963	\$ 23,093
	Washers and Dryers	\$ -	\$ -	\$ -	\$ 5,972	\$ -	\$ 5,972
	Engine 6	\$ -	\$ -	\$ -	\$ -	\$ 41,646	\$ 41,646
	Ladder 6	\$ -	\$ -	\$ -	\$ -	\$ 64,023	\$ 64,023
	Rescue 6	\$ -	\$ -	\$ -	\$ -	\$ 19,589	\$ 19,589
	Apparatus Equipment	\$ -	\$ -	\$ -	\$ -	\$ 12,104	\$ 12,104
	Station 6	\$ -	\$ -	\$ -	\$ -	\$ 477,780	\$ 477,780
	Station Remodels	\$ -	\$ -	\$ -	\$ -	\$ 191,112	\$ 191,112
	SCBA	\$ -		\$ -		\$ 75,649	\$ 75,649
	Fire Department Total	\$ 25,482	\$ 35,794	\$ 40,412	\$ 34,958	\$ 896,017	\$ 1,032,662

Department	Project	2020	2021	2022	2023	2024	Total
Park & Recreation							
	Osborne Road Trail Reconstruction - Phase III	\$ -	\$ 150,000	\$ -	\$ -	\$ -	150,000
	Terrace Park - Trees - west fence line	\$ 3,000	\$ -	\$ -	\$ -	\$ -	3,000
	Terrace Park Sidewalk, Sod, Seating Area, etc.	\$ -	\$ 5,000	\$ -	\$ -	\$ -	5,000
	Terrace Park Sport Court Resurface	\$ 6,000	\$ -	\$ -	\$ -	\$ -	6,000
	Terrace Park Playground Equipment - Pre-school	\$ 50,000	\$ -	\$ -	\$ -	\$ -	50,000
	Terrace Park Ballfield Lighting	\$ -	\$ -	\$ -	25,000	\$ -	25,000
	Terrace Park Gaga Ball Pit	\$ 1,500	\$ -	\$ -	\$ -	\$ -	1,500
	Able Park Basketball Court Resurface	\$ 3,000	\$ -	\$ -	\$ -	\$ -	3,000
	Able Park Building	\$ -	\$ -	\$ -	\$ -	425,000	425,000
	Able Park Hockey Rink Concrete/New Boards	\$ -	\$ -	60,000	\$ -	\$ -	60,000
	Sanburnol Park Grills/Picnic Tables	\$ -	\$ 3,000	\$ -	\$ -	\$ -	3,000
	Sanburnol Park Sidewalk	\$ -	\$ -	\$ -	6,000	\$ -	6,000
	Sanburnol Park Irrigation Expansion	\$ -	\$ -	\$ -	30,000	\$ -	30,000
	Sanburnol Park Playground Equipment	\$ -	\$ -	100,000	\$ -	\$ -	100,000
	Sanburnol Park Ballfield Lighting	\$ -	\$ -	\$ -	60,000	\$ -	60,000
	Sanburnol Ballfield Player Bench Sunscreens	\$ -	\$ -	\$ -	\$ -	42,000	42,000
	Triangle Park Irrigation	\$ 20,000	\$ -	\$ -	\$ -	\$ -	20,000
	Triangle Park Grills	\$ 1,200	\$ -	\$ -	\$ -	\$ -	1,200
	Westwood Park Flower Garden/Rain Garden	\$ -	\$ -	2,000	\$ -	\$ -	2,000
	Westwood Park Half-Court Basketball Court	\$ -	\$ -	10,000	\$ -	\$ -	10,000
	Westwood Park Irrigation	\$ -	\$ -	\$ -	\$ -	50,000	50,000
	Lakeside Lions Park Irrigation Expansion	\$ 8,000	\$ -	\$ -	\$ -	\$ -	8,000
	Lakeside Lions Park Flower Garden	\$ -	\$ 5,000	\$ -	\$ -	\$ -	5,000
	Lakeside Lions Park Rain Garden	\$ -	\$ 4,000	\$ -	\$ -	\$ -	4,000
	Lakeside Lions Park Ballfield Lighting	\$ -	\$ -	\$ -	60,000	\$ -	60,000
	Parks and Recreation Total	\$ 92,700	\$ 167,000	\$ 172,000	\$ 181,000	\$ 517,000	\$ 1,129,700
Code Enforcement							
	Code Enforcement Vehicle Replacement	\$ 24,500	\$ -	\$ -	\$ -	24,500	49,000
	Code Enforcement Total	\$ 24,500	\$ -	\$ -	\$ -	24,500	49,000
Public Works							
	Replace Dump Truck/Plow/Sander/Wing	\$ 210,000	\$ -	\$ -	\$ -	\$ -	210,000
	Air compressor	\$ -	\$ 30,000	\$ -	\$ -	\$ -	30,000
	Bobcat	\$ -	\$ -	\$ -	40,000	\$ -	40,000
	Parks Mower	\$ -	\$ -	\$ -	\$ -	60,000	60,000
	One-ton truck with Box & Plow	\$ -	\$ -	\$ -	\$ -	60,000	60,000
	Front end loader with Plow & Wing	\$ -	\$ -	\$ -	\$ -	250,000	250,000
	Sealcoating	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000	425,000
	Asphalt Trailer	\$ -	\$ -	\$ -	\$ -	40,000	40,000
	Public Works Total	\$ 295,000	\$ 115,000	\$ 85,000	\$ 125,000	\$ 495,000	\$ 1,115,000

Department	Project	2020	2021	2022	2023	2024	Total
Public Utilities							
	Pickup Replacement	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 200,000
	SCADA System Upgrade	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ 30,000
	Televising Camera	\$ -	\$ -	\$ 125,000	\$ -	\$ -	\$ 125,000
	Arthur Street Treatment Plant Rehabilitation	\$ 200,000		\$ -	\$ -	\$ -	\$ 200,000
	Water Main Lining	\$ -	\$ -	\$ -	\$ 200,000	\$ 200,000	\$ 400,000
	Sewer Lining	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 750,000
	Terrace Street Treatment Plant Media Change	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
	Sewer Jetter Replacement	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ 250,000
	Water Tower Electronics Upgrade	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ 50,000
	Public Utilities Total	\$ 490,000	\$ 240,000	\$ 345,000	\$ 390,000	\$ 640,000	\$ 2,105,000
Storm Water							
	Fillmore Street/83rd Avenue Pond	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ 50,000
	81st Avenue/Garfield Area Pond	\$ 420,000	\$ -	\$ -	\$ -	\$ -	\$ 420,000
	Pleasant View Drive/79th Avenue	\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ 15,000
	Hartig Circle Pond Maintenance	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ 30,000
	Garfield/Hayes Pond Maintenance	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000
	Sports Dome Pond Maintenance	\$ -	\$ -	\$ -	\$ 30,000	\$ -	\$ 30,000
	Storm Water Total	\$ 420,000	\$ 65,000	\$ 30,000	\$ 30,000	\$ 50,000	\$ 595,000
	GRAND TOTAL	\$ 1,407,853	\$ 675,465	\$ 1,232,083	\$ 9,087,226	\$ 2,840,788	\$ 15,243,414

Fund/Dept	Project	2020	2021	2022	2023	2024	Total
101 - General Fund							
Police Department	Squad Car Replacement	\$ 36,521	\$ 36,521	\$ 36,521	\$ 36,521	\$ 36,521	\$ 182,605
Fire Department	Engine 3 (Pumper/Tender) + Equipment	\$ 15,209	\$ 22,217	\$ -	\$ -	\$ -	\$ 37,426
Fire Department	Staff Vehicles	\$ -	\$ -	\$ -	\$ 17,439	\$ -	\$ 17,439
Fire Department	Utility 14	\$ -	\$ -	\$ 19,350	\$ -	\$ -	\$ 19,350
Fire Department	Rescue 4 Replacement + Equipment	\$ -	\$ -	\$ 9,675	\$ -	\$ -	\$ 9,675
Fire Department	Station 4 Roof	\$ -	\$ 3,982	\$ -	\$ -	\$ -	\$ 3,982
Fire Department	Station Infrastructure	\$ 3,583	\$ 4,181	\$ 3,982	\$ 4,380	\$ 4,559	\$ 20,684
Fire Department	RMS/Computer	\$ 3,185	\$ 1,593	\$ 1,593	\$ 3,185	\$ 1,593	\$ 11,148
Fire Department	Fitness Equipment	\$ -	\$ -	\$ 1,991	\$ -	\$ -	\$ 1,991
Fire Department	Personal Protective Equipment	\$ 3,504	\$ 3,822	\$ 3,822	\$ 3,982	\$ 7,963	\$ 23,093
Fire Department	Washers and Dryers	\$ -	\$ -	\$ -	\$ 5,972	\$ -	\$ 5,972
General Fund Total		\$ 62,003	\$ 72,315	\$ 76,933	\$ 71,479	\$ 50,635	\$ 333,364

225 - Park Acquisition & Improvements

Park & Rec	Terrace Park - Trees - west fence line	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ 3,000
Park & Rec	Terrace Park Ballfield Lighting	\$ -	\$ -	\$ -	\$ 25,000	\$ -	\$ 25,000
Park & Rec	Terrace Park Gaga Ball Pit	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ 1,500
Park & Rec	Sanburnol Park Grills/Picnic Tables	\$ -	\$ 3,000	\$ -	\$ -	\$ -	\$ 3,000
Park & Rec	Sanburnol Park Sidewalk	\$ -	\$ -	\$ -	\$ 6,000	\$ -	\$ 6,000
Park & Rec	Sanburnol Park Irrigation Expansion	\$ -	\$ -	\$ -	\$ 30,000	\$ -	\$ 30,000
Park & Rec	Sanburnol Park Playground Equipment	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000
Park & Rec	Sanburnol Park Ballfield Lighting	\$ -	\$ -	\$ -	\$ 60,000	\$ -	\$ 60,000
Park & Rec	Sanburnol Ballfield Player Bench Sunscreens	\$ -	\$ -	\$ -	\$ -	\$ 42,000	\$ 42,000
Park & Rec	Triangle Park Irrigation	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000
Park & Rec	Triangle Park Grills	\$ 1,200	\$ -	\$ -	\$ -	\$ -	\$ 1,200
Park & Rec	Westwood Park Flower Garden/Rain Garden	\$ -	\$ -	\$ 2,000	\$ -	\$ -	\$ 2,000
Park & Rec	Westwood Park Half-Court Basketball Court	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ 10,000
Park & Rec	Westwood Park Irrigation	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000
Park & Rec	Lakeside Lions Park Irrigation Expansion	\$ 8,000	\$ -	\$ -	\$ -	\$ -	\$ 8,000
Park & Rec	Lakeside Lions Park Flower Garden	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ 5,000
Park & Rec	Lakeside Lions Park Rain Garden	\$ -	\$ 4,000	\$ -	\$ -	\$ -	\$ 4,000
Park Acquisition/Improvements Total		\$ 33,700	\$ 12,000	\$ 112,000	\$ 121,000	\$ 92,000	\$ 370,700

400 - Revolving Construction Fund

Police Dept	Police Department Front Office Renovation	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000
City Facilities	City Hall Sidewalk Project	\$ 7,500	\$ -	\$ -	\$ -	\$ -	\$ 7,500
Revolving Construction Fund Total		\$ 22,500	\$ -	\$ -	\$ -	\$ -	\$ 22,500

Fund/Dept	Project	2020	2021	2022	2023	2024	Total
403 - Capital Replacement							
Administration	Standing Desk/Active Mat	\$ 1,150	\$ 1,150	\$ 1,150	\$ 1,150	\$ 1,150	\$ 5,750
Public Works	Air Compressor	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ 30,000
Park & Rec	Terrace Park Sidewalk, Sod, Seating Area	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ 5,000
Park & Rec	Terrace Park Sport Court Resurface	\$ 6,000	\$ -	\$ -	\$ -	\$ -	\$ 6,000
Park & Rec	Terrace Park Playground Equipment - Pre-K	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Park & Rec	Able Park Basketball Court Resurface	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ 3,000
Park & Rec	Able Park Hockey Rink Concrete/New Boards		\$ -	\$ 60,000	\$ -	\$ -	\$ 60,000
	Capital Replacement Total	\$ 60,150	\$ 36,150	\$ 61,150	\$ 1,150	\$ 1,150	\$ 159,750
407 - Sealcoating							
Public Works	Sealcoating	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000	\$ 425,000
	Sealcoating Fund Total	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000	\$ 425,000
410 - Lakeside/Lions Park Improvement							
Park & Rec	Lakeside Lions Park Ball Field Lighting	\$ -	\$ -	\$ -	\$ 60,000	\$ -	\$ 60,000
	Lakeside/Lions Park Improvement Total	\$ -	\$ -	\$ -	\$ 60,000	\$ -	\$ 60,000
425 - Storm Sewer Rehab							
Storm Water	Fillmore Street/83rd Avenue Pond	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ 50,000
Storm Water	81st Avenue/Garfield Area Pond	\$ 210,000	\$ -	\$ -	\$ -	\$ -	\$ 210,000
Storm Water	Pleasant View Drive/79th Avenue	\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ 15,000
Storm Water	Garfield/Hayes Pond Maintenance	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000
Storm Water	Hartig Circle Pond Maintenance	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ 30,000
Storm Water	Sports Dome Pond Maintenance	\$ -	\$ -	\$ -	\$ 30,000	\$ -	\$ 30,000
	Storm Sewer Rehab Total	\$ 210,000	\$ 65,000	\$ 30,000	\$ 30,000	\$ 50,000	\$ 385,000
600 - Public Utility Renewal and Replacement							
Public Utilities	Pickup Replacement	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 200,000
Public Utilities	SCADA System Upgrade	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ 30,000
Public Utilities	Televising Camera	\$ -	\$ -	\$ 125,000	\$ -	\$ -	\$ 125,000
Public Utilities	Arthur Street Treatment Plant Rehabilitation	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
Public Utilities	Water Main Lining	\$ -	\$ -	\$ -	\$ 200,000	\$ 200,000	\$ 400,000
Public Utilities	Sewer Lining	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 750,000
Public Utilities	Terrace Street Treatment Plant Media Change	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Public Utilities	Sewer Jetter Replacement	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ 250,000
Public Utilities	Water Tower Electronics Upgrade	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ 50,000
	Public Utility Renewal/Replacement Total	\$ 490,000	\$ 240,000	\$ 345,000	\$ 390,000	\$ 640,000	\$ 2,105,000

Fund/Dept	Project	2020	2021	2022	2023	2024	Total
2018 Equipment Certificate							
Administration	Photocopier	\$ -	\$ -	\$ 22,000	\$ -	\$ -	\$ 22,000
Code Enforcement	Code Enforcement Vehicle Replacement	\$ 24,500	\$ -	\$ -	\$ -	\$ -	\$ 24,500
Police Department	Patrol Squad Car Light Bars	\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ 15,000
Public Works	Dump Truck/Plow/Sander/Wing	\$ 210,000	\$ -	\$ -	\$ -	\$ -	\$ 210,000
	2018 Equipment Certificate Total	\$ 234,500	\$ 15,000	\$ 22,000	\$ -	\$ -	\$ 271,500

2023 Equipment Certificate							
Police Department	Photocopier	\$ -	\$ -	\$ -	\$ 20,000	\$ -	\$ 20,000
Administration	Computer System Replacement	\$ -	\$ -	\$ -	\$ -	\$ 175,000	\$ 175,000
City Council	Council Technology	\$ -	\$ -	\$ -	\$ -	\$ 5,600	\$ 5,600
Code Enforcement	Code Enforcement Vehicle Replacement	\$ -	\$ -	\$ -	\$ -	\$ 24,500	\$ 24,500
Public Works	Parks Mower	\$ -	\$ -	\$ -	\$ -	\$ 60,000	\$ 60,000
PublicWorks	Bobcat	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ 40,000
Public Works	One Ton Truck with Box & Plow	\$ -	\$ -	\$ -	\$ -	\$ 60,000	\$ 60,000
Public Works	Front End Loader with Plow & Wing	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ 250,000
Public Works	Asphalt Trailer	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ 40,000
	2023 Equipment Certificate Total	\$ -	\$ -	\$ -	\$ 60,000	\$ 615,100	\$ 675,100

EDA Lease Revenue Bond							
Parks & Rec	Able Park Building	\$ -	\$ -	\$ -	\$ -	\$ 425,000	\$ 425,000
	EDA Lease Revenue Bond Total	\$ -	\$ -	\$ -	\$ -	\$ 425,000	\$ 425,000

Other Aids/Grants							
Parks and Rec	Osborne Road Trail Reconstruction - Phase III	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ 150,000
Storm Water	81st Avenue/Garfield Area Pond	\$ 210,000	\$ -	\$ -	\$ -	\$ -	\$ 210,000
	Other Aids/Grants Total	\$ 210,000	\$ 150,000	\$ -	\$ -	\$ -	\$ 360,000

Capital Improvement Plan Bond							
City Facilities	City Hall Renovation/Expansion	\$ -	\$ -	\$ 500,000	\$ 7,768,597	\$ -	\$ 8,268,597
City Facilities	Gun Range Renovation/Range Filtration System	\$ -	\$ -	\$ -	\$ 500,000	\$ -	\$ 500,000
	Capital Improvement Plan Bond	\$ -	\$ -	\$ 500,000	\$ 8,268,597	\$ -	\$ 8,768,597

Fund/Dept	Project	2020	2021	2022	2023	2024	Total
Certificate of Participation - City of Blaine (SBM Fire Department)							
	Engine 6	\$ -	\$ -	\$ -	\$ -	41,646	\$ 41,646
	Ladder 6	\$ -	\$ -	\$ -	\$ -	64,023	\$ 64,023
	Rescue 6	\$ -	\$ -	\$ -	\$ -	19,589	\$ 19,589
	Apparatus Equipment	\$ -	\$ -	\$ -	\$ -	12,104	\$ 12,104
	Station 6 (NE Blaine)	\$ -	\$ -	\$ -	\$ -	477,780	\$ 477,780
	Station Remodels (Station 1 & 2)	\$ -	\$ -	\$ -	\$ -	191,112	\$ 191,112
	SCBA	\$ -	\$ -	\$ -	\$ -	75,649	\$ 75,649
	Certificate of Participation (SBM Fire Department)	\$ -	\$ -	\$ -	\$ -	881,902	\$ 881,902
Grand Total							
		\$ 1,407,853	\$ 675,465	\$ 1,232,083	\$ 9,087,226	\$ 2,840,788	\$ 15,243,414



October 2, 2019

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

Reference: Possible Stormwater Utility

Dear Dan,

As we discussed in our recent meeting, below is our proposal to assist you with formation of a Stormwater Utility for the City of Spring Lake Park.

Project Understanding

The City of Spring Lake Park wishes to create a Stormwater Utility, in order to generate a dedicated funding source for operating and maintaining the stormwater system that is based on contributions of the users to the system.

Scope of Services

We propose to complete the scope of services.

1. **Data Collection:** Collect information necessary to completion of the project, including existing billing records, proposed land use map, and past reports.
2. **Determine Residential Equivalency Factors (REFs):** REFs are measures of relative runoff generated by each property as compared to a typical single-family residential property. It is assumed that all single-family lots will be assigned 1 REF, and other lots will be based on proposed land use and assumed impervious coverage. REFs for all properties in the City will be determined.
3. **Prepare Stormwater Utility Report:** A report will be prepared that summarizes the methodology, assumptions, and results of the study.
4. **Prepare Billing List:** A spreadsheet will be created that contains the REFs for each property with associated property identification numbers. This will be based on the existing water and sewer billing list to be provided by the City.
5. **Prepare Draft Ordinance:** A draft Stormwater Utility Ordinance will be prepared for review and adoption by the City.
6. **Presentation to City Council:** If desired, we will present the study results and recommendations at a City Council meeting.

Compensation

We propose to complete the Basic Services as outlined in this letter on a Time and Material basis at a not-to-exceed cost \$5,000.



October 2, 2019
Page 2 of 2

Reference: Proposal for Stormwater Utility, Spring Lake Park, MN

If requested, we could supplemental services at an agreed-to cost. These possible supplemental services may include but are not limited to the following.

- Additional meetings outside those in the scope of services
- Development of a public educational pamphlet

At this time, we request authorization to proceed with the scope of work as outlined herein.

Thank you again for the opportunity to work with you. If you have any questions, please contact Phil Gravel at 612-712-2053 or phil.gravel@stantec.com or Dan Edgerton at 612-712-2037 or dan.edgerton@stantec.com.

Sincerely,

Stantec Consulting Services Inc.

Phil Gravel, PE
City Engineer
Principal

Dan Edgerton, PE
Project Manager
Senior Associate



Memorandum

To: Mayor Nelson and Members of the City Council

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

Date: December 11, 2019

Subject: I.U.O.E. Local 49 Public Works Union Contract

This is to inform you that the I.U.O.E. Local 49 Public Works Union employees accepted the following offer negotiated by the Public Works Negotiation Committee:

1. **Article XVI – Duration:** January 1, 2020 through December 31, 2021
2. **Article X – Wages**
2020 – 3%
2021 – 3%
3. **Article XI – Clothing Allowance**
\$575.00 for 2020
\$575.00 for 2021
4. **Article XIII – Overtime**

Amend 4th paragraph to increase compensatory time cap to 60 hours but require all remaining compensatory time hours to be cashed out the last payroll in December.

Amend 6th paragraph to require up to a maximum of 30 weekends per year of standby duty. Compensate employees at a rate of 2.5 hours overtime pay for each weekend day on standby and 3 hours overtime pay for each holiday on standby.

The Negotiation Committee is recommending that the City Council ratify the 2020/2021 union contract as outlined.

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



Memorandum

To: Mayor Nelson and Members of the City Council

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

Date: December 11, 2019

Subject: LELS Local #265 – Sergeants - Union Contract

This is to inform you that on October 23, 2019, the LELS Local #265 – Sergeants - Union employees accepted the following offer negotiated by the Sergeants Negotiation Committee:

1. **Article 25 – Duration:** January 1, 2020 through December 31, 2021

2. **Appendix A – Compensation**

2020 – 3%

2021 – 3%

Market rate adjustment payment of \$500.00 for each year of the contract payable the first payroll in January.

3. **Appendix B – Uniform Allowance**

\$875.00 for 2020

\$875.00 for 2021

4. **Article 15 – Overtime**

Add language to Section 15.3

“In order to carry-over compensatory time into the next calendar year, employees must make an irrevocable election to carry over compensatory time into the next calendar year no later than December 15th of the year prior to the year in which the compensatory time was accrued.”

5. Ratify MOU implementing a new clause dealing with Sergeants assaulted on duty.

The Negotiation Committee is recommending that the City Council ratify the 2020/2021 union contract as outlined.

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



Memorandum

To: Mayor Nelson and Members of the City Council

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

Date: December 12, 2019

Subject: Non-bargained and Department Head wage increase

IN light of the settlement of the Sergeants and Public Works union contracts for 2020/2021, I am recommending that the non-bargained employees and department heads receive a 3% wage increase effective January 1, 2020 and a 3% wage increase effective January 1, 2021.

As you are aware, public employers in the State of Minnesota are mandated to maintain a program of "pay equity" between male and female classes of employees. The majority of our non-bargained employees are female and a majority of our bargained employees are male. Therefore, it is important, from a pay equity standpoint, to grant non-bargained employees the same cost of living increase as the bargained employees.

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



City of Spring Lake Park
Engineer's Project Status Report

To: Council Members and Staff
From: Phil Gravel

Re: **Status Report for 12.16.19 Meeting**
File No.: R-18GEN

Note: Updated information is shown in *italics*.

MS4 Permit (193802936).

MS4 deadlines: Annual Report and Public Meeting by June 31st (done). Pond, structural BMP, and outfall inspections by July 31st. *Annual Training was completed this month. Need program analysis by Dec. 31st.*

2019 Sanitary Sewer Lining Project (193804547).

This project includes sewer lining in the area near TH65 and Osborne Rd. *Lining installation has been completed. Lateral grout work will continue in January. Terry Randall is monitoring this project.*

Arthur Street Water Treatment Plant Evaluation (193801776 Task 300):

A comprehensive plant maintenance project to repair damage from a chlorine leak and to complete ongoing maintenance is being considered. *The City Administrator has worked with the League of Minnesota Cities Insurance Trust (LMCIT) regarding the claim that was submitted and has received LMCIT concurrence that they will cooperate. More information on this project will be available in December or January.*

Garfield Pond Improvements Project (193804750): City Council approved award of the Construction contract on November 18, 2019. A Preconstruction Conference has been held. *Construction Contracts are being processed. Construction could begin in mid-December depending on the weather.*

81st Avenue Signing Plan (193804889).

A draft copy of a possible road signing plan to prohibit trucks on the west end of 81st Avenue is being prepared. The draft plan will be used for discussions with MnDOT.

Stormwater Utility Plan (19380____).

The city is considering establishing a stormwater utility charge. See separate letter regarding preparation of report and draft ordinance.

2020 Sewer Lining and Street Seal Coat Plans (19380____).

Information on possible sewer lining and street seal coat projects will be presented in January.

Hy-Vee Project: Site, 81st Avenue/Highway 65, and CSAH 35 work is substantially complete.

Public Storage Project. Terry Randall has been monitoring construction. An onsite meeting with the owner and the contractor was held on September 4th to review remaining site construction and discuss drainage issues. *Need revised drainage plans and as-built drawings of the utilities.*

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

CORRESPONDENCE



OFFICIAL ELECTION BALLOT
VILLAGE OF LINO LAKES
MINNESOTA

December 2, 1958

LIQUOR LICENSE BALLOT

"Put a cross 'X' opposite the words 'For License' if you wish to vote
for the proposition and a cross 'X' opposite the words 'Against License'
if you wish to vote against the proposition."

"SHALL LICENSE BE GRANTED IN THE VILLAGE OF LINO LAKES FOR
THE SALE OF INTOXICATING LIQUOR?"

<input type="checkbox"/>	FOR LICENSE	309
<input type="checkbox"/>	AGAINST LICENSE	238

EXPLANATORY NOTE:

"If the vote is in favor of license, the Village Council will have the
option of establishing a municipal Liquor Store or issuing private licenses.
If the vote is against license, all retail sales of liquor within the Village
will be prohibited."

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

Board of Directors

District 1: Al Pearson

District 2: Kim Hogdal

District 3: Orville Lindquist

District 4: Lotus Hubbard (Vice-Pres.)

District 5: Richard Oxley

District 6: Dave Bartholomay

District 7: Bart Ward

At-Large A: Steve Florman (Treasurer)

At-Large B: Dennis Berg (President)

At-Large C: Mike Scott

At-Large D: Johannes Allert

At-Large E: Jim Rootes

At-Large F: Paul Pierce

At-Large G: Allison Schmitt

At-Large H: Mary Nolan

County Commissioner Liaison:

Mandy Meisner

Staff

Rebecca Ebnet-Desens

(Executive Director)

Sara Given (Volunteer Coordinator)

Audra Hilse (Collections Manager)

Carol Dordan (Office Staff)

Don Johnson (Office Staff)

Karen Johnson (Office Staff)

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Lager Fest and Wargo Nature
Center

12 - Volunteer World:
Thank you for the Ghost Tours!

13 - Oh, so you want to be a docent?

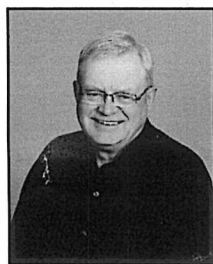
14 - Thank You to Our Supporters

15 - Upcoming Events

Front Cover: Official Election Ballot Village of Lino Lakes, December 2, 1958. This ballot was for a Liquor License, allowing the village to establish a municipal liquor store and issue private liquor licenses. The vote was narrowly in favor of the measure, 309 for and 238 against. Object ID: 2010.0000.001

From the President

It's that time of year for your board to prepare and adopt next year's budget. In doing so, we have been reviewing 2019 and I am happy to report that our staff has done an excellent job of operating within the budget. The budget for 2020 will be approximately \$270,000. What doesn't show up in the budget is the wonderful gift we get each year from the city of Anoka. The building we occupy is owned by the city and all we pay for is the upkeep of the building and utilities.



Without the financial support of Anoka County we would have a difficult time fulfilling our mission. They contribute from 50-60% of our annual budget; the balance comes from fund raising, dues, grants, programs and donations. The Historical Society board appreciates the support we get from the Anoka County Board of Commissioners and the Anoka City Council. We are committed to being responsible and give them back the best return on investment possible. We are also committed to grow our program by generating additional revenue and mission support.

A handwritten signature in cursive script that reads "Dennis D. Berg".

Dennis Berg, ACHS President



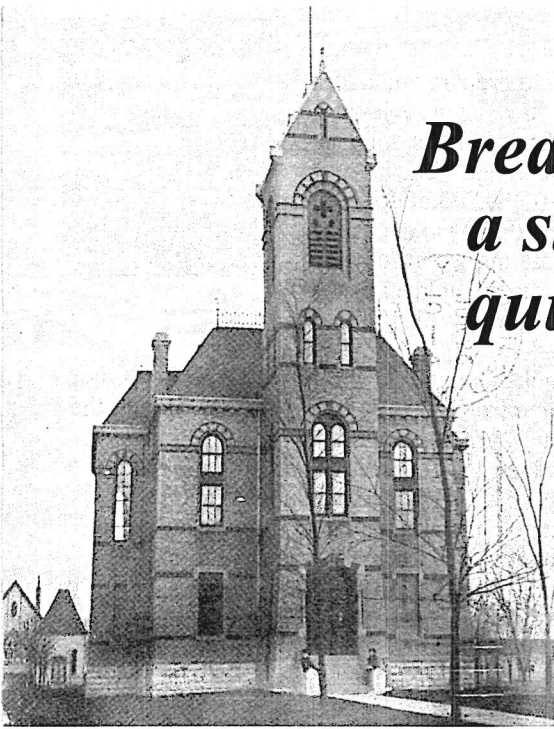
From the Director

I finished reading, "The Tattooist of Auschwitz" and found it a compelling, fictionalized story of the man who worked at the camp inking numbers on prisoner's arms. A prisoner for three years himself, Lale used his position of relative privilege to smuggle food to other prisoners, provide shelter, and show compassion wherever he could while growing a romantic relationship with another prisoner, whom he would later marry.

The author based her book on three years of story gathering from the 87-year-old Lale, building a relationship with him before he died. After I read the book, I had questions and wanted to know more about the couple, their experiences, and life after the concentration camp. What I found was a deeper conversation about fact vs fiction, representation in an emotional subject, and the greater duty storytellers have when publishing. Since then, I've had the question on my mind, "What role do we as historians play in the creation of fiction work?" If a work is a stated piece of fiction and never claims to be an academic representation of an experience, what is our responsibility to the "truth"? We would enjoy having this conversation with our members, so let us know your thoughts!

A handwritten signature in cursive script that reads "Rebecca Ebnet-Desens".

Rebecca Ebnet-Desens, Executive Director



Breaking the tie: a story of one quirky sheriff election

Much of the nation has begun to brace for the upcoming presidential election, which could prove one of the most contentious in modern memory. Many remember the drudge of "hanging chads" and other recount sagas, among other political debacles, that still spur spirited conversations. To say the history of elections—even local ones—is fraught with these tangles may feel too strong, but isn't really very far from the truth.

Anoka County's first sheriff, James C. Frost, died on May 26, 1896 after serving a total of 15 years and seven terms as the chief law-enforcement officer in the county. His funeral was huge, with people from all over the county coming to pay their last respects to Frost. Charles Lenfest served as one of the casket bearers.

Leaving a legacy of this magnitude open for (quite literally) a new sheriff in town created quite a stir of interest. Lenfest had won the office from Frost in 1884 by only 18 votes, though he went on to receive three reelection terms: 1886, 1888, and 1900. Not without contention, Lenfest earned the republican nomination at the 1892 convention after receiving twice the votes of his opponent. This gave him the opportunity to face off against Democratic nominee John Tierney and Prohibitionist Party candidate Joseph Ridge.

Tierney became the first Anoka County born man elected sheriff and took office in 1892 with a healthy 177 margin of votes. Born in Oak Grove in 1857, he was the son of Irish immigrants Patrick and Catherine Tierney. He owned stock in the Anoka Boot Company, was a traveling salesman for the McCormick Harvester Company, served in the Anoka fire department, was the subcontractor for the mail, was an avid hunter, loved horses and raced frequently.

After his first two years of chasing criminals and

*Above: Anoka County Court
House Object id: P2064.4.82*

solving problems that stemmed from the lack of a jail, Tierney won the Democratic nomination and again faced off against Republican Lenfest. The results put Tierney back in the sheriff's seat with 1343-917 votes.

Trying his luck one more time, Tierney faced the 1896 election. As the results remained unofficial and too close to call for the winner, the public waited. For a week. The second report published the official vote totals at 1,256 votes for John Tierney and 1,256 votes for Norman McLean. It was a tie.

County election officials noted that only once before in the county's history had there ever been a tie vote and that was "years ago" for the office of coroner. The office of sheriff could not be decided by lot, so many believed they would hold a new election unless the recount—which had to be agreed upon by both candidates—found a discrepancy and gave new totals.

Confusion in the state election laws quickly brought new speculation. According to state law, the governor had 10 days to call for a new election and that election had to be held in the same manner as the original election—which had to be held within 20 days. This, declared supporters of both candidates, was simply not possible. Some people believed they needed to start with conventions to nominate, provide time to campaign, and then hold an election. Others insisted the law of replicating the same conditions as the original election meant only those conditions on election day, not the entire process. Minnesota's Governor David Clough issued a proclamation for a new election, but before action could be taken, a delegation from Anoka made a request for the proclamation to be rescinded. Since the delegation was made up of supporters for both candidates and presented reasonable arguments, the governor rescinded the proclamation.

Unfortunately, that cleared up nothing. The lawyers contended no recount could occur because state law only allowed for the losing party to ask for the recount if they believed some irregularity in a specific precinct occurred—and then, only the votes in that precinct could be recounted. Since the Anoka County sheriff's race had no loser, neither could ask for a recount. Similarly, no one had brought forth allegations of ballot tampering or fraud, so there was no case—according to law—for a recount. Additionally, many people did not want the county to pay the estimated \$1,000 it would cost to hold a new election.

To further muddy the political waters, it was unclear as to what would happen if this were not resolved before the expiration of the sitting sheriff's term. Some people

OFFICIAL COUNTY BALLOT.		
Put a cross-mark (X) opposite the name of each candidate you wish to vote for in the square indicated by the arrow.		↓
Member of Congress—PAGE MORRIS—Republican.		VOTE FOR ONE.
Member of Congress—HENRY THUELSEN { Democrat. Peoples.		
Member of Congress—PETER J. EDEBERGER { Midroad Populist.		
Member of Congress—JOHN P. JOHNSON—Socialist-Labor.		
Member of Congress—		
Representative—N. K. HUNT—Republican.		VOTE FOR THREE.
Representative—EMMET MARK—Republican.		
Representative—HENRY LEE—Republican.		
Representative—NELS H. NELSON—Democrat.		
Representative—CHARLES J. SWANSON—Democrat.		
Representative—		
Representative—		
Representative—		
Representative—		
Auditor—SELDEN McCAFFEY—Republican.		VOTE FOR ONE.
Auditor—W. E. SCANLON—Democrat.		
Auditor—		
Treasurer—CHARLES W. LENFEST—Republican.		VOTE FOR ONE.
Treasurer—CARL L. JOHNSON—Democrat.		
Treasurer—		
Sheriff—GEORGE W. MERRILL—Republican.		VOTE FOR ONE.
Sheriff—JOHN TIERNEY—Democrat.		
Sheriff—		
Register of Deeds—HERMAN O. PENSKE—Republican.		VOTE FOR ONE.
Register of Deeds—D. E. SHANNON—Democrat.		
Register of Deeds—		
Judge of Probate—CHARLES E. GREEN—Republican.		VOTE FOR ONE.

The 1900 election pitted incumbent Sheriff George Merrill against John Tierney. A recount revealed a number of ballot problems and illegally cast ballots.

believed Tierney simply stayed on until a qualified and duly elected person took his place. Others said when Tierney's term expired, there would be no one in the office and the county board would have to appoint someone sheriff.

The state attorney general was consulted and he questioned the legality of calling for a special election due to the conflicting nature of the laws. Both candidates finally decided they would abide by the attorney general's recommendation that "the incumbent" remain in office until an election could be held *after* the state laws had been amended to make that election clear and legal. This agreement came in part because McLean had failed to file a

second set of required election papers and so was deemed ineligible to take the office.

The Anoka County Board of Commissioners appointed Tierney as sheriff until the next election with a vote of four to one. This followed the suggestion of the state attorney general as they tried to avoid an even longer and more bitter political struggle.

While the matter felt settled for a time, the two years between elections passed quickly. Many little jabs and innuendos in the newspapers occurred about the fact that Tierney had been appointed to the office, hinting that he had received the office through political favor. This time, the opposition was determined to campaign heartily.

The conventions in Anoka filled their tickets that fall and Tierney won the democratic and peoples' party nominations without opposition. The republicans had four candidates and it took several ballots to narrow their choice. When the nominations were over, George W. Merrill stood as their candidate.

Merrill was well known in the county, as he had grown up on a farm in the Burns area and owned a threshing machine. Merrill had hired out with his threshing machine all over Anoka County for years and notably won the hearts of the grangers. Most recently, Merrill had opened a livery business in Anoka and

Grangers: Members of the Patrons of Husbandry organization. They advocated organization and cooperation of farmers to secure better prices by working together rather than individual farmers buying or selling alone.

TO THE VOTERS

To the voters of Anoka county—Since my nomination as a candidate for the office of sheriff by the Republicans of this county I have visited almost every part of the county and have attempted to call on every voter therein, but naturally I have missed some, and to them in particular and to all the voters in general I desire to say that I solicit their votes on the ground that I am competent to fill the office, that I am a loyal citizen of the county and have been for years, and that never having before asked for public office, I consider I am entitled to their consideration. These good things like public offices should not be reserved for the few, but should be passed around. I solicit your support at the polls next Tuesday, and will if elected strive to perform my duties faithfully and satisfactorily.

I desire to make this announcement through The Herald so as to reach some whom I have been unable to see—that I have not visited everyone in the county is not my fault, and I hope no one will feel slighted because I have not called on them. The shortness of the campaign has more than anything else caused me the inconvenience spoken of.

Yours Truly, GEORGE W. MERRILL.

George Merrill's campaign letter for the office of sheriff in the November 4, 1898 Anoka Herald.

was said to have made "many friends" as a result of his honest business dealings.

When the residents cast their ballots and the count began, the close nature of the race for sheriff in Anoka County became clear. It was too close to call and was actually tied (again) with only three precincts left to report. Tierney pulled ahead by five votes until the last precinct, Bethel, reported and Merrill took the election by 20 votes. Tierney blamed the loss on Centerville, where he had always been a strong vote getter until this election where he received less than 40 percent of the votes cast.

People raised some questions about the voting process when accusations surfaced about voters marking their ballots outside of the voting booth, but nothing came of the charges. Tierney quietly transferred the authority of the office of sheriff to Merrill at the first county board meeting in 1899.

At the same time the state hospital opened in Anoka, along came the election of 1900 where the name of now incumbent George Merrill appeared with that of rival John Tierney. Implications from the local newspapers suggest spirited campaigning ensued and Tierney made the most of Merrill's inability to solve a murder case.

When the ballots were counted, Tierney only had six more votes than Merrill. With the total being so close, Merrill asked for a recount, citing some voting irregularities suspected in Blaine. The recount began with the Blaine ballots. Judges found four ballots counted for Tierney that should have been counted for Merrill. That tipped the balance of the election to Merrill, but the recount also found that there were five ballots completely missing in Blaine.

As the recount continued across Anoka County, more discrepancies appeared. The matter went before the court with judges trying to decide which ballots to count and which to set aside. Some of the problems included ballots with no election judge's initials, voters not entitled to vote because they were not citizens, votes being cast by minors, and confusing, mismarked, or double marked ballots. The supporters and lawyers for both candidates argued, brought witnesses, and tried reasoning to garner enough votes for their candidate to be declared the winner.

Despite the challenge brought forward and the recount it required, the canvassing board did certify Tierney as the winner of the election. When he tried to take the office of sheriff, Merrill refused to give up the keys and books, insisting Tierney had not been legally elected. The county board swore Tierney in as the sheriff, but Merrill did not drop the challenge.

It took until mid March of 1901 to decide which ballots should be counted from several hundred disputed ballots presented by both camps, but in the end, Tierney won the election by 45 votes. The decision of the judge, printed in a voluminous document, said Merrill had received a total of 1113 votes, 119 of which were illegally cast. On Tierney's side, there were 88 illegally cast votes, leaving him 1039 votes in his favor.

Petition for Degrees.
Anoka Minn. Mar 23 1907.
 To The W. Master, Wardens, and Brethren of *Anoka*
 Lodge No. *32 A. F. & M. M.*

I, the undersigned, respectfully represents that he has long entertained a favorable opinion of your Social and Honorable Fraternity, and that, unbiased by friends and uninfluenced by necessary or other unworthy motives, he freely and voluntarily offers himself as a candidate for the mysteries of Masonry, and for membership in your lodge, if found worthy.

*Should this petition be granted, he promises a cheerful obedience to and compliance with your By-Laws, the Constitution, rules and regulations of the Grand Lodge of *Minnesota*, and the doctored Landmarks of Freemasonry.*

*Have you ever, to your knowledge, been proposed and rejected as a candidate for degrees conferred in a Lodge of Free and Accepted Masons? *No* If so, what Lodge?*

*Lodge No. *32 A. F. & M. M.* in *Anoka**

*State of *Minnesota* in *Anoka**

*My age is *30* years, occupation that of *Surveyor**

*It has been *twice* years since I have been a member of *Minnesota**

*Resides at *Anoka, Minnesota**

*Business Address *Anoka, Minnesota**

*How long *in Anoka**

George W. Merrill
 (Signature. Name in full.)

George Merrill's Petition for Degrees
 for the Masonic Lodge, March 23, 1907.
 Object ID: 1971.0001.077

The realtor told them there was a hockey program in the local school district. It turned out, he was wrong.

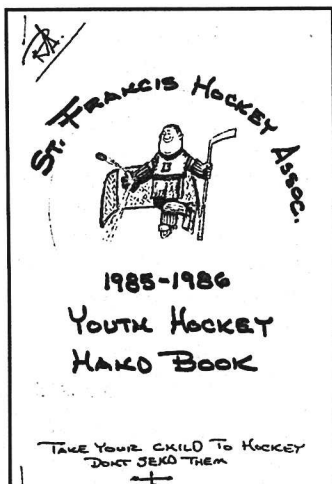
When Roger and June Anderson moved to Andover (at the time still Grow Township) in 1972, they hoped for an easy way their two boys, Dale and Todd, could play hockey locally. Instead, Roger ended up building a program himself, starting with a local amateur league and eventually helped to start a school program at St. Francis High School in ISD #15. Aided by Bill Johnson and several others, they founded the Rum River Hockey Association in 1975.

That association flourished in spite of obstacles like not having an ice arena. In 1984, the association changed its name to St. Francis Hockey Association. The association included several teams, which allowed boys to play from a young age up through their school years. Both Anderson and Johnson coached extensively as well as taking care of the administration.

By the late 1980s, about 20 local families, along with Bill Johnson, got together and put in the collateral to get a bank loan for a local ice rink. Additionally, Johnson and others contributed much of the actual labor to build the ice arena itself. The East Bethel arena opened in 1991.

In 1991, Roger Anderson was able to realize another a long-time goal: he helped to found the hockey program at St. Francis High School when the school made the decision to move forward with that. There continues to be a strong hockey tradition in St. Francis today, thanks to the efforts of Anderson, Johnson, and others. Following the deaths of Johnson in 2004 and Anderson in 2007, their families and the local hockey groups created the Bill Johnson/Roger Anderson Memorial Hockey Scholarship to continue supporting local St. Francis hockey and hockey players. The Anderson family continues their hockey legacy in the present as well, with Dale and Tonja Anderson following in Dale's father's footsteps as a coach and leader in local hockey.

This interesting local hockey history came to ACHS recently thanks to a donation of Roger Anderson's papers by the Anderson family. These documents trace the development of first the Rum River Hockey Association through the St. Francis Hockey Association. The collection includes by-laws, minutes, financial statements, training and tournament schedules, and a variety of handbooks and rulebooks. Also included is a set of materials from the Minnesota Amateur Hockey Association, in which the Rum River/St. Francis Association participated. These documents are available at the History Center in Anoka, so stop by or contact us if you would like to know more!



SCORE SHEET

GOALS SCORED				
PERIOD	TEAM	SCORE	ASSISTS	TIME
1	RR	13		4:15
2	RR	14	12	11:58

PENALTIES				
PERIOD	TEAM	PLAYER	OFFENSE	TIME
1	RR	14	TRIP	4:02
2	RR	8	TRIP	11:11
2	RR	11	TRIP	11:28
2	RR	14	TRIP	11:34
2	RR	1	TRIP	11:58

DATE: _____ TEAM: 1 2 3 OT F

REF 1: _____

REF 2: _____

SCORER: R. J. Breen

PLAYED AT: _____

COMMENTS: _____

Archiving **TIPS** *tricks*

PRESERVING YOUR PHOTOGRAPHS

Now is a great time to think about your family photographs and ways you could improve their lifespan!

Step 1: Where are your photographs?

It's helpful to start any preservation project by simply making a list to identify where the photographs live and about how many exist. Now you don't have to try and hold it all in your head or worry about overlooking something later. The list might look something like this:

- 2 photo albums, 3 scrapbooks: living room book case
- 1 shoe box (approx. 200 photos): guest room closet
- Unknown number of digital photos: desktop computer
- 300 digital photos: smartphone

Step 2: What condition are the photographs in?

If the photos seem to be in good condition, then you can leave them in their current storage for now; just remember to check on them regularly! These are some target preservation conditions to shoot for:

- **Temperature**: the recommended range for preservation is 65°-70°F. *Steady* temperature is the most important element, though: keep your photographs somewhere the temperature doesn't make wild up-and-down swings.
- **Relative Humidity**: the recommended range for preservation is 35%-55%. Like temperature, a *steady* relative humidity that isn't too high or too low is the best thing, even if it falls outside that range.
- **Water and Sunlight**: exposure to either of these things will damage photographs. Make sure to keep yours somewhere relatively dark, and away from places that might be exposed to water. If you have photographs in a wall display, place them where they will receive the least amount of direct sunlight from the windows, and be aware that indirect sunlight can cause fading as well.
- **Backups**: are your digital photographs backed up somewhere? Any digital item that is stored in only one place is vulnerable to loss. Try and get on a schedule to back up all your important digital files regularly.

Step 3: What should I do next?

- **Identify**: Work with family members to identify the people and places in your photographs. *Include full names, dates, and addresses, as known and applicable.* What information would a descendent 50 or 100 years from now want about this image?
- **Weed**: Consider removing unneeded duplicates or blurry photos.
- **Store**: Work on improving the storage of your physical photographs by getting archival quality (acid-free) folders, photo sleeves, and/or boxes.
- **Ask**: Feel free to contact us at the History Center. We are happy to help!

IT'S PARTY TIME

We want to say THANK YOU for being a part of the ACHS family for another year, so we are throwing an end of year party just for you.

As a special MEMBERS ONLY present, we've invited Nate Otto of Rum River Restoration to share a special program about player pianos. Nate offers high-quality restoration and repair services to customers with player pianos, reed organs, and other pneumatically-operated automatic musical instruments from the 1890-1930's.

WHEN: Tuesday, December 3

TIME: Open house, 5:30—8 p.m.

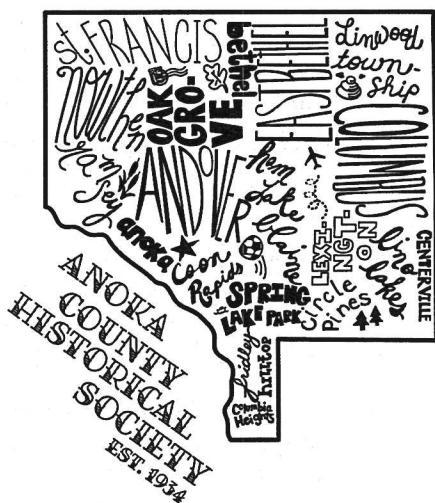
Program begins at 6:30 p.m.

WHERE: Anoka County History Center

Come join all, or part, of the fun!

ACHS Swag Now Available!

Show your Anoka County love with this design featuring the 21 communities in the County from St. Francis and Linwood to Anoka, Coon Rapids, and even tiny Hilltop. ACHS volunteer Holly Reese created this original design, which you can order printed on *just about any item* at our new TeePublic gift shop (find the link on our website). Choose your favorite t-shirt, sweatshirt, mug, sticker, pillow, phone case...you name it...along with the size and color and it will arrive on your doorstep.





Traditional Lager Festival a hit

Our first (now annual!) fundraiser showcased the specialty brews of 10 companies, including Hammerheart, Klockow Brewing, and Hayes Public Brewhouse. Each brewer brought two or three different recipes for attendees to sample in glasses etched with the event logo. An open house format, participants had the opportunity to ask questions of the business owners, and compare

notes with fellow enthusiasts. Sandwiches from Lucky Brisket and music from Steam Machine added to the atmosphere of the Nowthen Threshing Show grounds, where we held the event. Big thanks to all who made it possible!



Fun at Wargo Heritage Lab

From September 10 to October 4, ACHS joined Wargo Nature Center for their annual Heritage Lab. The Heritage Lab is a full day, outdoor historical experience for students grades 1-6. This year 2,000 children rotated through seven different stations each day where they participated in hands-on activities learning about pioneers in Minnesota around the 1860s.



ACHS reached into the history of the county to talk about what would happen if a new resident in this area got sick or injured. Students learned about Dr. Aurora Giddings who moved to Anoka in 1854. He wrote several letters to family back east describing his new home and experiences here, which are in the collection. With the children's help, we then recreated one of the doctor's most surprising medical situations.



The rock stars of the volunteer world in October are the people on the Ghost Tour team. These volunteers start by learning the ghost stories and history in the official Ghosts of Anoka Walking Tour. While they tell the stories in their own words, they are careful about keeping true to the experiences homeowners have shared with ACHS and the history of Anoka and make sure they know the material each fall. New guides shadowed veteran guides, and even cajoled friends and family to act as guinea pigs on their first practice tours.

The Ghost Tour season, as we call it, started on September 7 with the first public tour. Between that first tour and Halloween the 12 guides led a grand total of 74 tours in all types of weather. From sunshine and mosquitoes to moonshine, rain, and the nips of cold in the air, the guides led groups of up to 25 around Anoka. I can't express how grateful we are for their dedication and work over these two months. These tours are our biggest fundraiser. Each \$9 ticket sold helps ACHS with the basics—keeping the lights on, and the artifacts and stories entrusted to us safe.

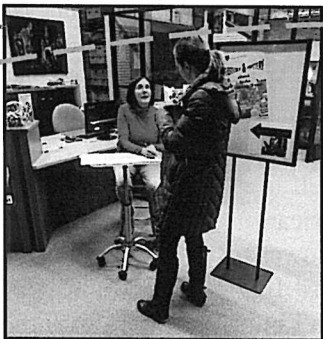
It is also an opportunity for us to connect with 1,600 new friends, most of whom have never visited the History Center. In the moments before they head out on their tour, the guests explore the exhibit hall, learn about local history and make plans for a return visit. The ripples extend out beyond one night of history and mystery.

Next year will be the 17th year of our Ghost Tours and the 100th anniversary of Anoka Halloween, which will fall conveniently on a Saturday. With the calendar stars aligning, we expect an even busier year. If you have an inner tour guide bursting to get out, please join the team for next year! The ghosts are always up to make new friends.

Sara Given
Volunteer Coordinator
Sara@AnokaCountyHistory.org



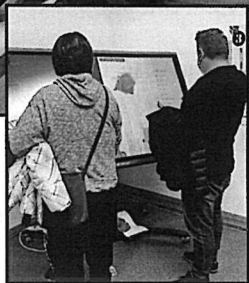
HOW TO GO ON A GHOST TOUR



Purchase your ticket ahead of time...tours sell out fast!

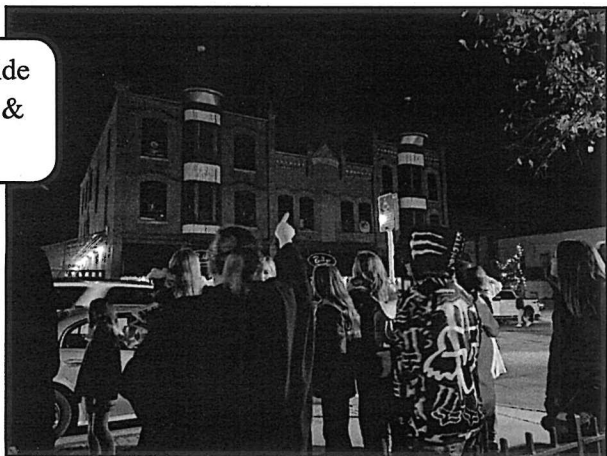
Check in and confirm your time—sometimes there are five tours going out in one night!

Hang out, play games, explore the museum, make memories, & take group photos (the lighting is better here.)



Head out with your tour guide to explore Anoka's history & mystery.

Tell your friends—
Come back next year!



General Donations

Mel & Kathy Aanerud
Anoka High School
Class of 1969
Anoka Women of
Today
Richard Bergling
Leticia Blommel
Ann & Brent Campbell
Margaret Coley
Jacqueline Danielson
David Fandrich
Friends of Fridley
Senior Program
Joan Fritz
Janet Galvin
Mike Gamache
Kara Hansen
Kandic Henkemeyer
Merlin Hunt
Jodi Kleinschmidt
Nancy Lambert
Chema Malu
Alison Marzolf
Ross & Mandy
Meisner
Arlene Mootz
Mary & Scott Nolan
Stephanie Pagac
Jim Ployman & Lynda
Long
Arthur Reese
Joe & Barb Ridge
Linda Rodgers
Mary Sigmundik
Andrew Smith
Sheryl Stansbury
Lauren & Jacqueline
Turnquist
Peter Wojciechowski

Annual Appeal

Gloria Given
Mark & Laura Hilse

Artifact Donors

Ann Campbell
Anoka American
Legion Edward B.
Cutter Post 102
City of Coon Rapids
Michael Clark
Marcus Cutter
Linda Davis
Susan Fanucci
Glen Hardin
Clifford Johnson
Knights of Columbus
#2018
Edward & Amy Larson
Carol Moen
Dianne Pederson
Sandra Purtle
Chester Tollefson

ACHS New

Members
City of Coon Rapids
Julie & Jeff Kezar
Kari Manganello
Elsa Nilsson
Barbara Olson
Mary Sigmundik
Sheila Van Sloun

ACHS Sustaining Members

Northeast Bank
Rita Warpeha
Robyn West
Roof Medics, LLC

Thomas & Kristi
Sullivan
Terry Overacker
Plumbing

ACHS Business Members

Anoka Dental
Anoka Knights of
Columbus Council
2018
Bachman's Floral
Home and Garden
The BIG White House
Coon Rapids Historical
Commission
Fifth Avenue Dental
Hawaii Nail Spa
Nowthen Historical
Power Association
Peterson Shoes
Pierce Refrigeration
Plants & Things
Ticknor Hill Bed &
Breakfast
Tomco Company
Twin City Staffing

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

Tuesday 10 a.m.—8 p.m.

Wednesday-Friday 10 a.m.—5 p.m.

Saturday 10 a.m.—4 p.m.

ACHS Board Meetings

Second Thursday of each month. 6 p.m. at the Anoka History Center

Open to membership and the public.

Anoka County Genealogical Society Meeting

Meetings held at the Anoka County History Center.

Email questions or suggestions to acgsmn@yahoo.com

ACHS Member Party

WHEN: Tuesday, December 3

TIME: Open house, 5:30—8 p.m.

Program begins at 6:30 p.m.

WHERE: Anoka County History Center

See page 10 for more information

For more information on our programs, check out the Events section on the ACHS Facebook page.

**We'll have a heavy load
Christmas, too!**



Calls made today and tomorrow or just after Christmas are likely to go through more promptly.



On Christmas Eve and Christmas Day 12 times as many long distance calls will be made to many points as on an average business day.

Every available long distance line will be in service and extra operators on duty. In spite of this, many calls will be delayed and some may not get through at all.

Calling by telephone number will help speed up calls. If conversations are brief, more people will get their calls through.

In the face of an avalanche of calls, telephone workers will be doing their level best—hoping that disappointments will be accepted with understanding.

NORTHWESTERN BELL TELEPHONE COMPANY



**ACHS will be closed for
the holidays on the
following dates:**

- November 28-29
- December 24-25
- December 31- January 1

Anoka Union Dec. 16, 1942



Anoka County
Historical Society

2135 Third Avenue North

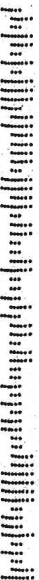
Anoka, MN 55303

(763) 421-0600

AnokaCountyHistory.org

RETURN SERVICE REQUESTED

5543232188 0033



City of Spring Lake Park
1301 81st Ave NE
Spring Lake Park, MN 55432-2188

**NON PROFIT ORG.
U.S. POSTAGE**

PAID

**ANOKA, MINN.
PERMIT No. 198**



Rec'd 12/9/19

December 5, 2019

Dear Member,

Enclosed is a check for your share of the \$2.5 million dividend being returned to members of the League of Minnesota Cities Insurance Trust's property/casualty program for 2019. Also enclosed is an information sheet showing the data used to calculate your dividend, and your dividend history. Your agent will also receive this information, and we encourage you to share it with the city council or other governing body.

Dividend Formula

The formula for calculating dividends is designed to return proportionally larger amounts to members with a longer history of coverage with the Trust and greater success in avoiding and controlling claims. Your share was determined based on your gross earned premiums and total adjusted claims for the past 20 years, as shown on the enclosed information sheet. As you review these numbers, keep these definitions in mind:

- *Gross Earned Premium:* This is the total of all earned premiums for the past 20 years as of May 31.
- *Adjusted Loss:* This is claim costs for the past 20 years, minus applicable deductibles, and after capping each individual large claim. Individual claims are capped at the lesser of \$200,000 or 200 percent of the annual premium for the year of the loss to lessen the impact of a catastrophic claim.

Dividend Amounts

The amount of this year's dividend reflects an increase in total incurred costs in recent years, in large part because of exceptionally high property losses and increased police and employment liability claims. Changing loss patterns like these, actuarial projections, investment results, legislative and coverage changes, and our strategic decisions about things like the most cost-effective way to structure our reinsurance purchases can all affect the availability and amount of dividends from year to year. Trust representatives will be talking with members and insurance agents over the coming year to gather information for our discussion about the relative benefits of regular dividends versus lower up-front premiums, keeping in mind our overarching goals of maintaining a healthy fund balance and preserving rate stability.

Thank you for your continued membership with the Trust. We appreciate your confidence and the chance to partner with you to serve your community. Feel free to contact Laura Honeck, Trust Operations Manager, at lhoneck@lmc.org or 651-281-1280 if you have any questions, comments, or need additional information.

Sincerely,

The League of Minnesota Cities Insurance Trust Board of Trustees

Jake Benson, Councilmember, Proctor
Dave Callister, City Manager, Plymouth
Clint Gridley, City Administrator, Woodbury
D. Love, Councilmember, Centerville

Lisa Sova, City Administrator, Crosby
Dave Unmacht, Executive Director, LMC
Alison Zelms, Deputy City Manager, Mankato

LEAGUE OF MINNESOTA CITIES INSURANCE TRUST
PROPERTY/CASUALTY
2019 DIVIDEND CALCULATION
AT MAY 31, 2019

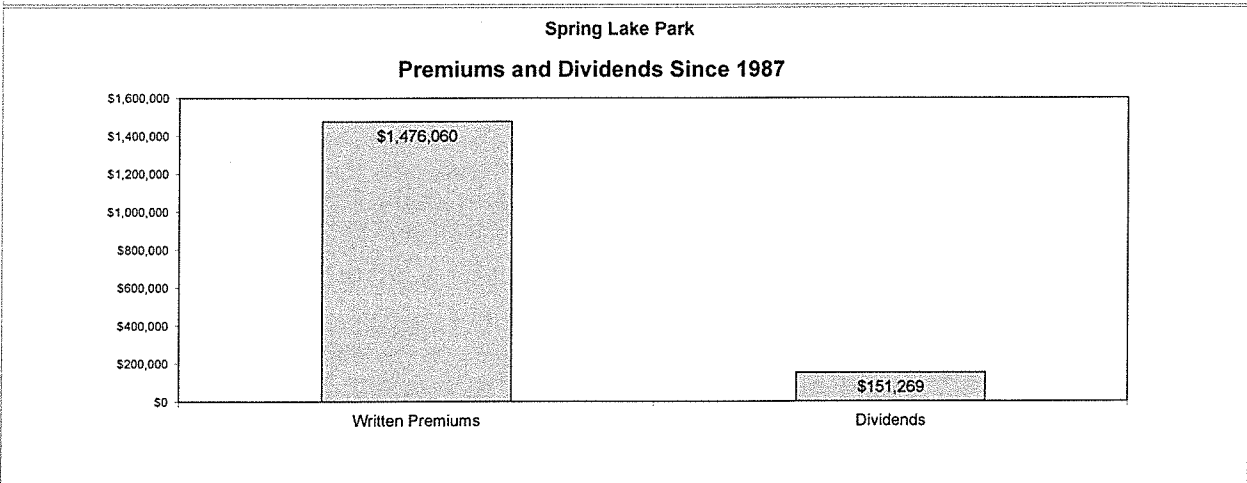
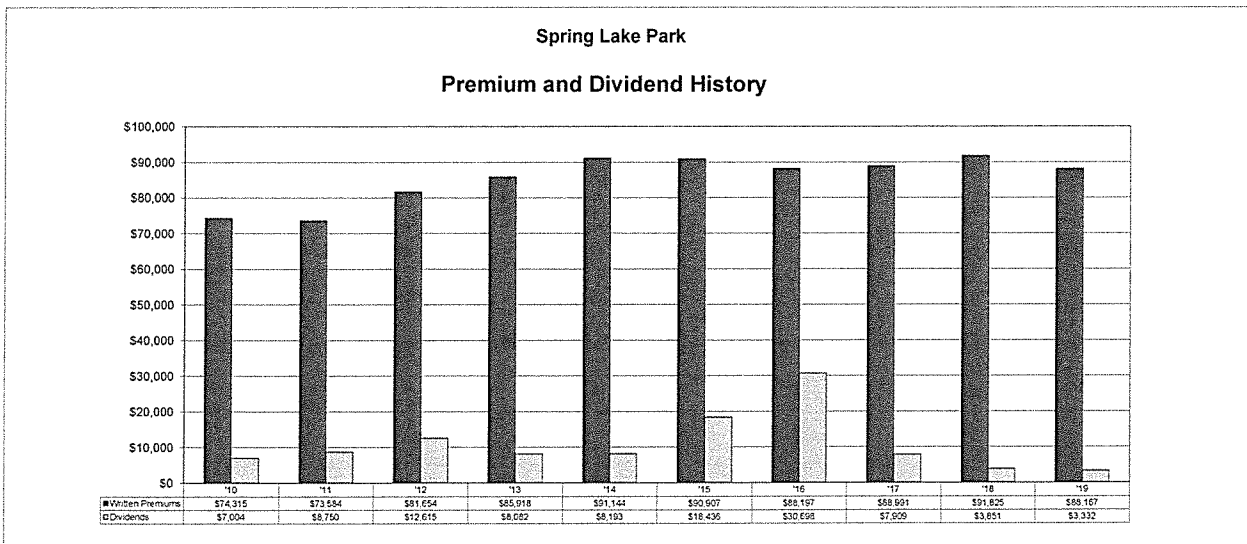
NCI-BIB LLC

Po Box 9396

Minneapolis MN 55440-9396

Spring Lake Park
1301 81st Avenue NE
Spring Lake Park, MN 55432-2116

GROSS EARNED PREMIUM	\$1,414,887
ADJUSTED LOSSES	\$505,249
MEMBERS DIVIDEND PERCENTAGE	0.00133283577
DIVIDEND AMOUNT	\$3,332



The "gross earned premium" figure is the member's total earned premiums as of May 31, 2019 for the past 20 years. This is the premium figure that's used in the dividend calculation.
The "2019 written premium" figure is the member's total premium for the member's most recent renewal prior to May 31, 2019 (for most members, only a portion of that 2019 written premium would be earned as of May 31, 2019).

Check 178872 Date of check 12/4/2019

Vendor : 100709, City of Spring Lake Park
Invoice number Invoice date Payment amount

2019 PC Dividen 12/1/2019 3,332.00

Total 3,332.00

CITY OF SPRING LAKE PARK

Cashier asystadmin
At Front Counter

12/9/19 4:23pm 121184

From: LEAGUE OF MN CITIES
2019 INSURANCE DIVIDEN

CR INSURANCE DIVI 3332.00
LEAGUE OF MN
CITIES

Receipt total 3332.00

CK 178872 3332.00

Change Due 0.00

Thank you!

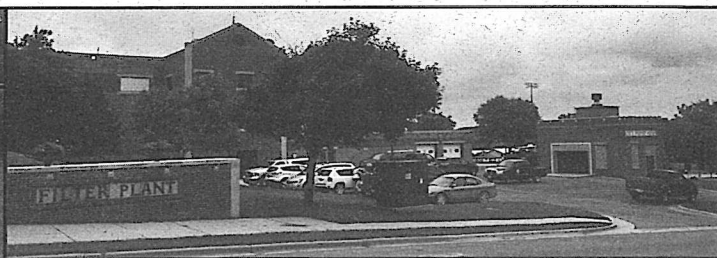
Budgeted
\$3,000
101-34801



NEWS AND INFORMATION

FOR PUBLIC WATER SUPPLIERS IN MINNESOTA

Innovation in Lafayette and New Ulm



The south-central Minnesota cities of New Ulm (above) and Lafayette (left) are going to relatively new methods of dealing with iron, manganese, and ammonia. They may also be sharing technology as a pilot unit installed in Lafayette to examine biological filtration may be moving to the New Ulm plant.

Service Connection Fee to Increase January 1, 2020

The Minnesota Legislature has voted to increase the safe drinking water fee (also known as the service connection fee) to \$9.72 cents per year per service connection.

The fee was established in 1992; It directed each municipal water system to collect and forward the funds to the Minnesota Department of Health (MDH) to cover the cost of testing public water systems as well as for inspections, source water protection plans, and technical assistance to the 7,000 public water systems in the state.

Originally \$5.21, the fee was increased to \$6.36 in 2005. Since that time, inflation alone has raised costs 28 percent while additional challenges have arisen, such as addressing new threats to drinking water like pharmaceuticals and harmful algal blooms. MDH temporarily made up the difference by using money from the U. S. Environmental Protection Agency Drinking Water Revolving Fund, leaving less money for communities to make infrastructure improvements.

“With the fee increase, we will be able to continue our proactive approach to drinking water protection,” said Sandeep Burman, manager of the MDH Drinking Water Protection Section. “This approach, including sampling and technical assistance, results in 99 percent compliance with the Safe Drinking Water Act year after year.”

Burman noted that MDH services are especially helpful to small, rural water systems, which have more difficulty meeting water standards. Because of smaller customer bases, these systems have fewer resources for testing, investigations, and physical improvements.

“The safe drinking water fee increase,” Burman added, “along with our strong relationships with drinking water operators and partnerships with other organizations, will continue to help us ensure that everyone, everywhere in Minnesota has access to safe and sufficient drinking water.”

The fee increase will go into effect January 1, 2020.

More information: <https://tinyurl.com/yxk37e3a>.

Metro School to Have Special Day for Superintendents

The 2020 Metro District Water Operators School—which will be held at the Earle Brown Heritage Center in Brooklyn Center from Tuesday, March 31 to Thursday, April 2—will feature a special day for water superintendents. All superintendents are invited to attend at the special price of \$25 on April 2. The registration will cover the product exposition, lunch, and a one-hour Superintendent Forum led by Joe Dusek of Eden Prairie.

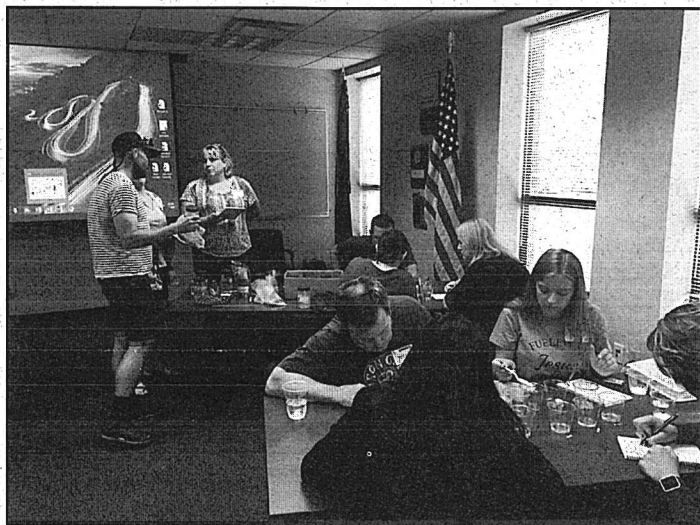
Registration for the one-day forum and the three-day Metro School, as well as other district operators schools, is available at https://www.mnawwa.org/events/event_list.asp.

EPA Considers Regulating Perchlorate Minnesota Systems Unlikely to be Affected

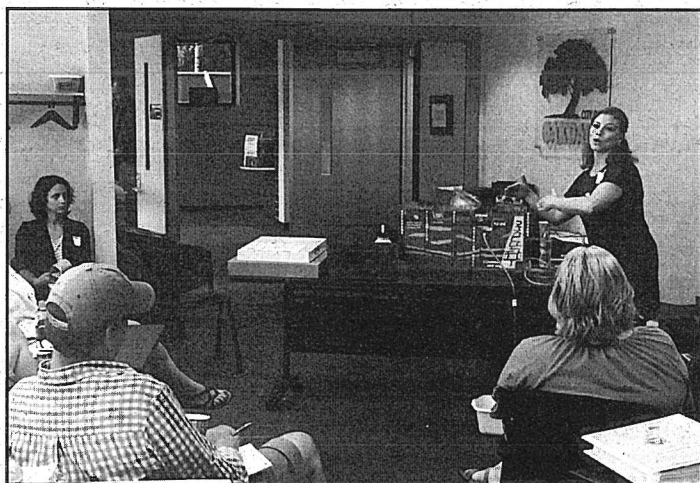
The U. S. Environmental Protection Agency (EPA) is proposing a maximum contaminant level (MCL) and MCL goal (MCLG) for perchlorate of 0.056 parts per million (ppm). Perchlorate is a chemical compound from commercially produced sales. The EPA has been studying perchlorate because of potential contamination to water, which can reduce hormone production in the thyroid gland.

The EPA is proposing requirements for water systems to conduct monitoring and reporting for perchlorate and to provide information about perchlorate to their consumers through public notification and consumer confidence reports. It includes a list of treatment technologies that would enable water systems to comply with the MCL, including affordable compliance technologies for small systems serving 10,000 persons or fewer.

Drinking Water Institute Held in Oakdale



The annual Drinking Water Institute for Educators was held in August in Oakdale. The Minnesota Department of Health and Minnesota Section of American Water Works Association have been conducting these institutes since 2001. Science teachers from around the state come together and develop action plans to create inquiry-based activities that they can integrate into their existing science curriculum. The 2020 Drinking Water Institute will be August 3-5 in Red Wing. More information: <https://www.health.state.mn.us/communities/environment/water/institute.htm>.



The EPA is also considering and has sought public comments on instead setting the MCL and MCLG to 0.018 ppm or 0.090 ppm.

Another alternative is to not regulate perchlorate in drinking water based on new information that perchlorate does not occur in public water systems with a frequency and at levels of public-health concern.

The Minnesota Department of Health tested some community water systems in the state under the first Unregulated Contaminant Monitoring Rule in the early 2000s; it found no detections over 0.018 ppm. As a result, the department does not anticipate many, if any, MCL violations among public water systems in the state, even if a standard is adopted.

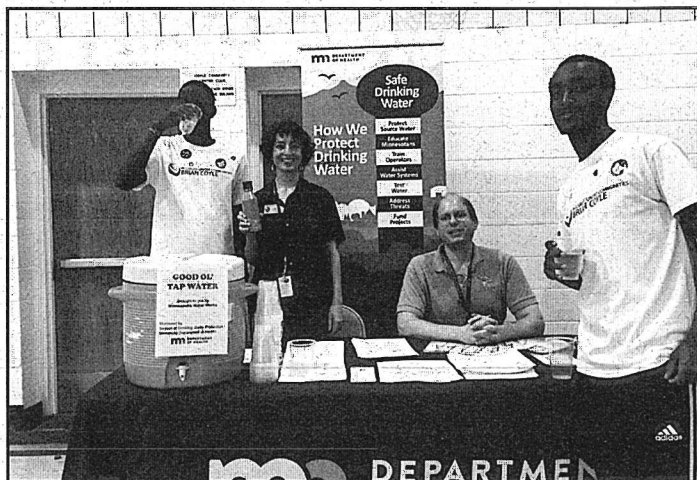
Bloomington Water: Rushin Endorsed

Noted writer and essayist Steve Rushin is from Bloomington and praised his hometown water in his memoir, *Sting-Ray Afternoons*.

Writing about his dad's tendency to show off his knowledge on family vacations, Rushin refers to it as "a kind of exhibitionism, designed to remind us he knows things, has favorite bars and restaurants in cities around the world.

"Oftentimes this knowledge will flatter Bloomington. 'I've traveled everywhere,' he likes to say, 'and Bloomington has the best tap water in the world.' And he's right. Bloomington's tap water—from kitchen sink, from backyard hose, from burbling hallway fountains at Nativity—is renowned."

Good Ol' Minneapolis Tap Water a Hit at Cedar-Riverside Health Fair



Anna Arkin of the Minnesota Department of Health and Chris Rydell of Minneapolis Water Works provided information and the healthiest drink possible August 2 at the Cedar-Riverside Health Fair at the Brian Coyle Center in Minneapolis. The event drew hundreds of residents from the neighborhood, and it was reassuring to learn that attendees—most of whom were from parts of the world where they cannot trust the safety of their drinking water—drank plenty of water from Minneapolis Water Works from a jug that was refilled several times because of the high demand.

Unregulated Contaminant Monitoring Project

The Drinking Water Protection (DWP) Section of the Minnesota Department of Health (MDH) is coordinating a project in relation to the Unregulated Contaminant Monitoring Rule. Funded by a grant from the Environment and Natural Resource Trust Fund, the program is moving from planning to implementation.

MDH is conducting this study to understand what contaminants are present in Minnesota drinking water resources and to protect the health of Minnesotans. MDH will use the results to set priorities for source water protection and the development of health-based guidance values.

Jane de Lambert, in conjunction with district engineers around the state, has been contacting public water systems

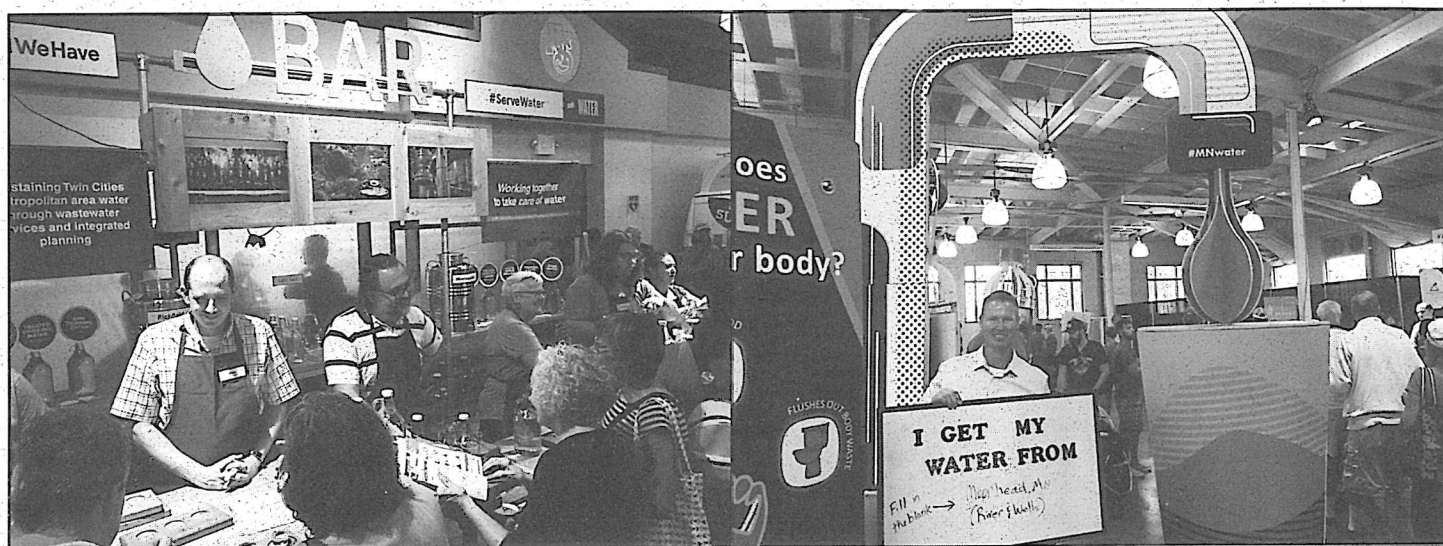
to secure their approval for participation. Most systems have elected to participate.

Only community water systems are being sampled.

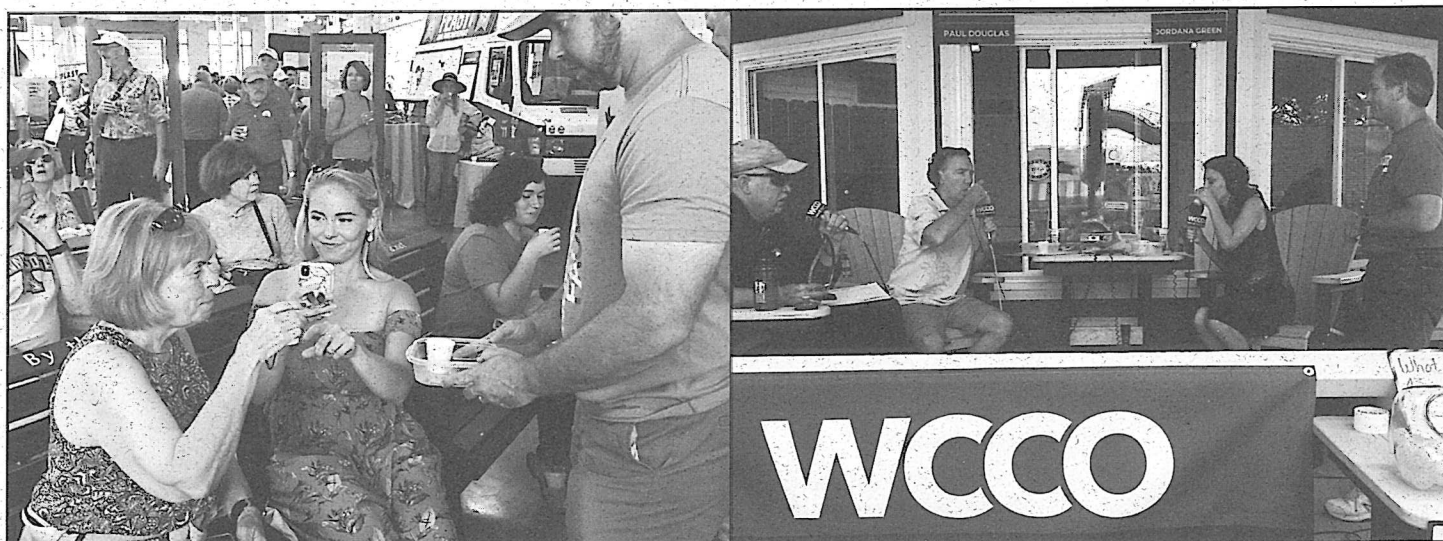
"While having yet to receive any data, we know from prior work that public water systems and their staff will need assistance in understanding and communicating the results that will be obtained," said Steve Robertson, MDH Source Water Protection Unit supervisor. "If prior work is any guide, this study's results will include a large array of non-detections, and may reveal some surprise detections.

"Accordingly, we have started the process of preparing risk management materials to help public water systems use and communicate effectively about the study's results."

Water on Tap at the Minnesota State Fair



Water Bar was back at the State Fair, one of the busiest stops for visitors to the Eco Experience building. Next to Water Bar was a new display at the Minnesota Department of Health exhibit, a giant faucet, under which fairgoers could pose with a sign revealing their primary source of water.



Minnesota American Water Works Association (AWWA) held its eighth annual Great Minnesota Tap Water Taste Test with the audience serving as judges. Crookston was voted the best tasting water in Minnesota. Its water—along with the water of the other finalists, Le Sueur, Waite Park, and Belle Plaine—was brought to the WCCO Radio booth, where Paul Douglas and Jordana Green tasted the water. Other cities entering water were Farmington, Chaska, St. Peter, Excelsior, St. Paul, Eagan, Richfield, Fairmont, Carver, Victoria, Randolph, Moorhead, St. Cloud, Detroit Lakes, Perham, Jordan, Burnsville, Blaine, Lino Lakes, Waconia, Bloomington, and Minneapolis.

Southern Minnesota Cities Turn to Innovative Methods: New Ulm and Lafayette

New Ulm

George Brown is not only a man about town, he is a man about the Midwest. Born and raised in Iowa, Brown worked in water treatment in Olathe, Kansas, before coming to New Ulm in 1997. Four years later, he went to Valparaiso, Indiana, and, after a dozen years there, turned to teaching water technology at a community college in Salina, Kansas. When the program was discontinued, he returned to New Ulm, taking over as water department supervisor in January 2014.

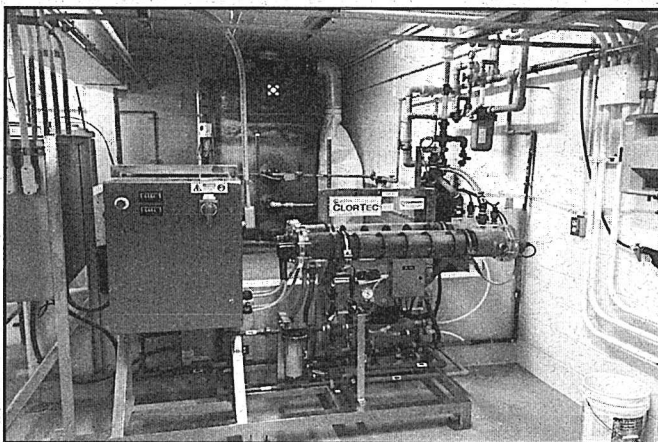
He has no plans to move again, which is good news to his wife, a native of nearby Danube. Much of what Brown has seen in his travels has stuck with him, none more than a water plant with on-site chlorine generation he visited in South Bend, Indiana.

On-site chlorine generation is a relatively new concept in Minnesota although several cities have adopted it—Burnsville, Baxter, and Fairmont among them. “Safety is the big benefit,” said Brown. Rather than storing chlorine in an adjacent building, New Ulm now produces its own within existing space in its treatment plant.

Soon after Brown returned to New Ulm, the utility began talking to SEH, Inc. of Vadnais Heights, Minnesota, which performed a preliminary engineering report about on-site generation. Minnesota Department of Health (MDH) engineer David Weum reviewed the plans and gave a thumb’s up.

History

New Ulm’s public water supply goes back to the 19th century, with a water main known to have existed as early as 1891. The city had early treatment plants, including a facility on Water Street, near the Minnesota River, that was used



to remove iron and manganese until the current plant opened on German Street in 1994. The previous plant had a gravity filter and used ozone for disinfection.

The city is known for Schell’s Brewery, which now uses municipal water for its beer, and New Ulm has several other large commercial customers, including 3M and Heinz, in addition to its 13,000 residents. Its annual daily demand in the summer is 2 million gallons.

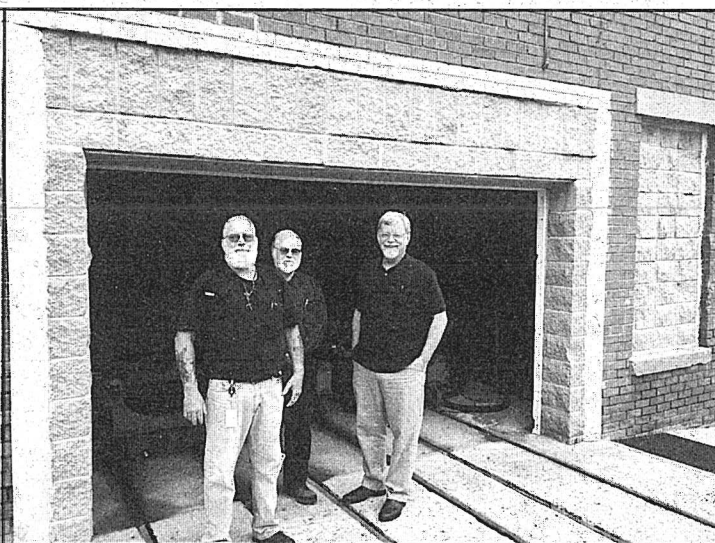
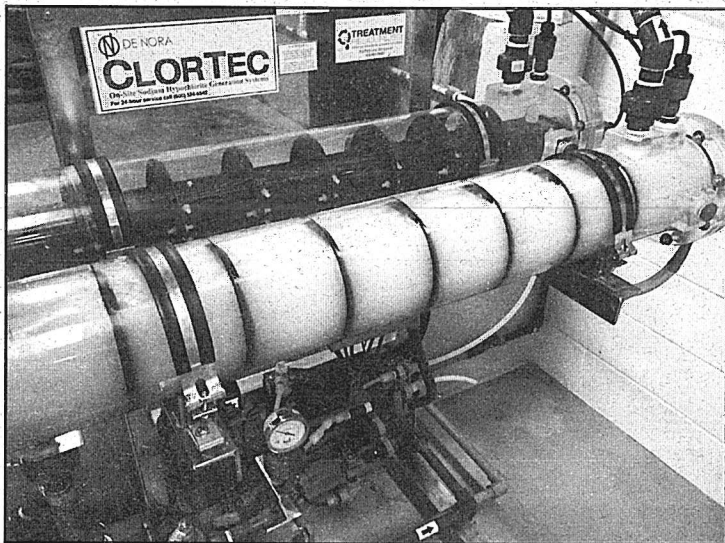
New Ulm has 13 wells, 11 of them river-bottom sand-and-gravel wells. The wells are hundreds of feet deep, under a clay layer, and not influenced by surface water.

Incoming water is pumped to aerators to enhance the oxidation of iron and manganese. After detention, the water flows into the silica-and-sand filters. New Ulm has five filters, each 528 square feet.

Chlorine is not added as pre-treatment since it would nullify the biological activity in the filters. Biological treatment has long been used on wastewater to stimulate organisms that consume contaminants. The process has gained popularity with water treatment in the 21st century. The central Minnesota city of Hutchinson was one of the first in the state to actively pursue this treatment, although conditions in filters often create natural biological nitrification.

“It’s only recently that water systems began purposely cultivating biologically active filters,” said Jeff Ledin of SEH, Inc. Ledin’s colleague, John Thom, noted that more and more water treatment plants in the state, especially those with ammonia issues, are letting the natural biological activity in filters work for them. “People are figuring it out,” said Thom, who added that the next phase for New Ulm may involve transferring a pilot unit from nearby Lafayette to deal with ammonia.

New Ulm—Continued on next page



Left: The generator has two cells, one as a backup. If needed, the cells can be changed within 30 minutes. Right: Joel Johnson, George Brown, and Jeff Ledin of SEH, Inc. in front of the former wellhouse, which later stored chlorine cylinders.

Chlorine Addition

Coming off the filters, the water is softened before going into a brine tank, which heats the water to 70 degrees. It then passes through one of two cells at about a gallon a minute, producing about 100 pounds of chlorine per day.

The equipment, which cost \$300,000, was installed in November 2018 with the switchover made the following March. Brown said they don't yet have enough information to compare operating costs with gas chlorine. He said they pay approximately 20 cents a pound for salt and need three pounds of salt, plus two kilowatts of electricity, to make one pound of chlorine.

Beyond the cost, the chlorine being generated is not hazardous. Chief plant operator Joel Johnson said they produce a blended solution of .9 percent concentration, well below the 6 percent in household bleach. They are getting the same residual in the distribution system.

Said Johnson, "We learned that old dogs can still learn to run a plant new style."

History of On-Site Chlorine Generation (from Summer 2015 *Waterline*)

Erin Briggeman of Black & Veatch wrote about the history of on-site sodium hypochlorite generation in a book edited by Black & Veatch Corporation, *White's Handbook of Chlorination and Alternative Disinfectants*, 5th edition (copyright 2010 John Wiley & Sons, Inc):

"On-site generation of hypochlorite in the United States was largely inspired by the use of hypochlorite solution during World War I. . . . Its success as an antiseptic for treatment of open wounds led to on-site generation of it in hospitals. . . . Wallace & Tiernan (now part of Evoqua Water Technologies) first made electrolytic chlorinators to provide a safe means of chlorinating swimming pools in buildings where people slept. . . . The chlorinator aroused the interest of Pan American Airways, which, at the time (1936), was establishing refueling sites on its San Francisco-to-Sydney and Orient flights.

"After World War II, the enthusiasm for on-site generation of chlorine disappeared until the hazard potential of chlorine gas stored in containers was evaluated, owing to the proliferation of chlorine gas installations at wastewater and potable water treatment plants. . . . In the 1970s the popularity of on-site generation began to rise once again, largely because of the potential hazards of liquid-gas systems using chlorine stored in containers. . . . Starting in the 1990s, after the advent of the Uniform Fire Code, there has been a great surge in the interest of on-site generation of chlorine. The product is inherently safer because of its lower concentration. . . . Current on-site generation systems produce chlorine solutions containing only 0.8% chlorine, and this concentration is not classified as hazardous."

Briggeman said more interest in the system was sparked by the terrorist attacks on September 11, 2001. "After the attacks, the risk associated with chlorine gas systems was reevaluated. In addition, with a culture more attuned to risk and safety of operators and surrounding communities, interest in and installation of on-site generation sodium hypochlorite units have seen a significant increase."

Lafayette

The city of Lafayette has a treatment plant for the water it serves to its 500 residents. Recently the city commissioned a pilot study to enhance its treatment and removal of iron and manganese as well as ammonia.

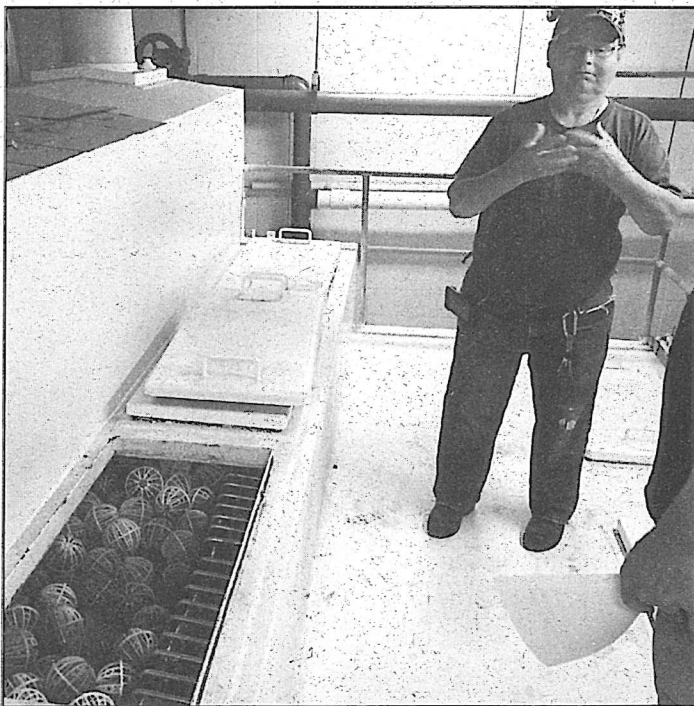
John Thom of SEH, Inc. studied the biological removal of iron with a pilot unit, and the design was improved by the Minnesota Department of Health. Before Lafayette could implement the new system, it had another issue.

In the fall of 2018, the city had a bypass while doing maintenance on its tower. It opened the pumps to let the water flow freely. During this time, one of the hydrants was inadvertently closed, causing three water breaks and a pressure surge back into the filter, which ruptured the bottom of the filter.

As part of the repair, Lafayette moved forward with the biological treatment project, which included the addition of hollow balls, which serve as a surface for bacteria to grow. (These balls have been used in other cities, including Waite Park, which installed aeration balls with its packing in air stripping towers.)

"The iron, manganese, and ammonia become the food source for the bacteria," said Thom, and the balls enhance the cultivation of the bacteria.

The balls provide "more room for the bugs to grow, so there is not as much pressure on the filters," according to operator Rick Timm.



Rick Timm and the aeration balls.

Once it became operational in early 2019, the new process worked well on iron and ammonia, although it needed some adjustments for the manganese. Thom said that he and superintendent Allen Fox, decided "to think like dirty-water guys." They recycled the filter effluent back to the top of the filter and re-aerated the water. "That removed the manganese," Thom said.

From here, the pilot unit used for the study may be going to nearby New Ulm as that city considers enhanced biological filtration of ammonia.

New Brighton Keeps on Pumping

Nearly 40 years later, Bob Benke recalls the “daunting experience” of getting the news of contamination in New Brighton’s water supply. A council member and later a seven-term mayor, Benke was present for an emergency council meeting in the summer of 1981 when the Minnesota Department of Health (MDH) informed the city that trichloroethylene (TCE) and other volatile organic compounds (VOCs) were in its water.

New Brighton responded quickly, sending a letter to all residents within days. It began testing its wells weekly and changed the sequence of well pumping to draw first from those with the least amount of contamination.

Toward that end, New Brighton stopped using wells in the Prairie du Chien and Jordan aquifers, where the contamination existed, and went to wells extending into the deeper Mount Simon-Hinckley formation. It drilled additional deep wells. The city also knew this was a stop-gap measure, not a long-term solution, and it also required the addition of iron-removal devices at some of the wells as water from the deeper aquifer was creating aesthetic problems.

Mayor Bob, as Benke is still known, credits the residents for responding to the need to conserve water. “Education was a big part of it,” he said, noting that the reduced water usage allowed the city to form a long-term plan.

One step was identifying the source of the contamination, which was the Twin Cities Army Ammunition Plant (TCAAP) in adjacent Arden Hills. New Brighton sued the federal government and reached an agreement for the Army to pay for the construction and operation of a water treatment facility. The plant, using granular-activated carbon (GAC), removed the VOCs and also reduced the plume and kept it from migrating.



The remediation goal for the plume meant pumping more water than New Brighton could use, so the city began providing water to Fridley, its neighbor to the west. As part of this water sharing, the utility built an addition to the plant to house equipment to oxidize the water with chlorine and permanganate and a green-sand filter to remove iron and manganese.

All seemed under control until 2015 when 1, 4 dioxane

(DX), also from TCAAP, was discovered. Once again, the Army agreed to fund an expansion to construct additional treatment.

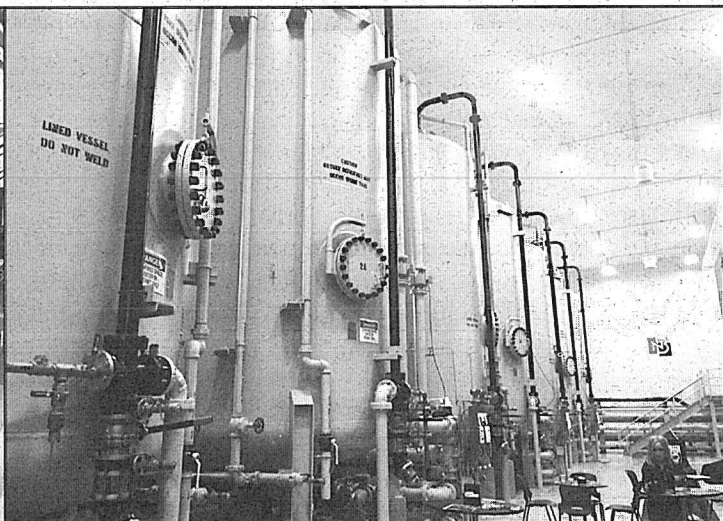
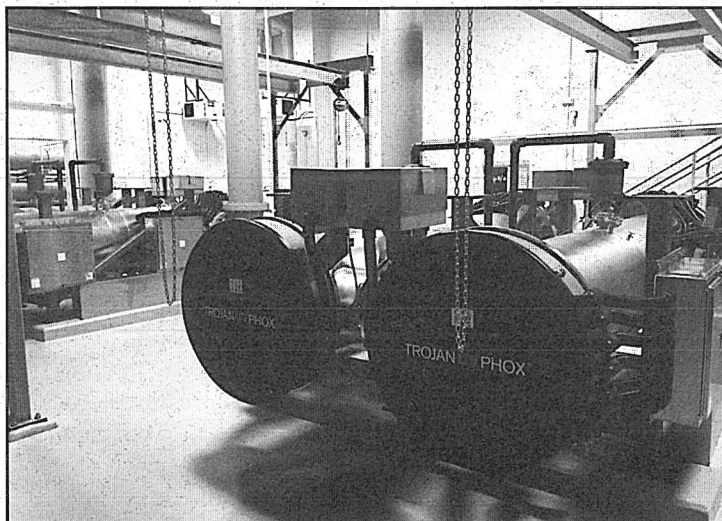
As an interim measure, the city switched to water from Minneapolis, which has reservoirs only a few blocks from the New Brighton plant, as it prepared for another addition: an advanced oxidation process using ultraviolet (UV) light and hydrogen peroxide (H_2O_2) to remove the 1, 4 dioxane and other contaminants. “The peroxide, which is fed first, reacts with the UV to create hydroxyl radicals,” explained MDH engineer Lucas Martin, who has worked with New Brighton for years.

“The hydroxyl radicals are a dioxane scavenger. It attacks the 1, 4 dioxane, breaking up DX molecules and converting them into harmless components, such as carbon dioxide and water,” said Eric Volk, who became New Brighton’s public works superintendent in March 2019. He added that the hydrogen peroxide they use is at a 50 percent concentration. “It’s pretty potent. Drug store peroxide has a 3 percent concentration.”

Volk said some excess hydrogen peroxide passes through the process without reacting. “The H_2O_2 gets catalyzed in the GAC in a reaction that turns the H_2O_2 into water, H_2O , and pure oxygen, O_2 .”

The advanced oxidation process consists of three reactor trains. Each train has two chambers, and each chamber has two sections with each section containing 72 UV bulbs.

Continued on next page



Left: The advanced oxidation has a total of 864 ultraviolet bulbs. Right: The original plant, completed in 1990, consists of 16 granular-activated carbon filters.

The new system went on line in November 2018. The city held an open house a year later to celebrate the return to New Brighton water. Mayor Val Johnson praised city officials from the 1980s and 1990s for their efforts, calling it a “David and Goliath” story of how a small suburb took on the federal government.



Mayor Val Johnson at the ceremony in October 2019 to celebrate the treatment plant addition. Photo by Sandra Daniloff

Volk said they are still performing normal adjustments on the new treatment, “just tweaking things a bit,” but the system is working well and the dioxane has been reduced to well below health-risk limits.

Past New Brighton Stories:

New Brighton Cleans Up
<https://tinyurl.com/y3y3aya9>

New Brighton Still Facing, Overcoming Water Challenges
<https://tinyurl.com/y5ho4hao>

Past Waterlines Archived at wateroperator.org

The Minnesota Department of Health is archiving past issues of the *Waterline* for only the previous three years at <http://www.health.state.mn.us/divs/eh/water/com/waterline/index.html>. However, wateroperator.org is hosting past issues back to 1997. To access these, go to <http://wateroperator.org/documents>. Select the following filter criteria: HOST – Minnesota Department of Health; TYPE – Newsletters/Magazines; STATE – Minnesota. Click the “Retrieve Documents” button.

Reminder to All Water Operators

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

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

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

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

New Addresses for Minnesota Department of Health Water Websites

The Minnesota Department of Health has moved its web files to a new server. Be sure to update your bookmarks. The main MDH drinking water page is at:

<https://www.health.state.mn.us/communities/environment/water/dwp.html>

MDH to Reduce Printed Copies of *Waterline*

The Minnesota Department of Health will be reducing the number of printed copies of the *Waterline*. In addition to the printed copies, the *Waterline* is on-line at <https://www.health.state.mn.us/communities/environment/water/waterline/index.html>.

The archives on this site include links to newsletters from the previous three years.

Many subscribers have opted out of print versions and read it on-line after getting an email notification and link when a new one is issued.

If you would like to receive the *Waterline* in this manner, sign up here: <https://tinyurl.com/y6a9rzwj>. (A link to subscribe is also on the link for the page in the first paragraph.)

To be removed from the mailing list for paper copies, contact Stew Thornley, stew.thornley@state.mn.us, 651-201-4655. To make sure we have the information needed to do this, please include all information (name, organization, address) from your mailing label.

Professional Operator Development Course Set for Early 2020

The Minnesota Section of American Water Works Association will hold an eight-week Professional Operator Development Course starting Tuesday, January 28 and running until March 18. The course will be held every Tuesday from 7:30 a.m. to 2:30 p.m.

The course is designed to build knowledge of public water systems for the operations and management of any water utility in Minnesota.

Subjects covered include math, filtration, disinfection, sampling, regulations, source water, water quality, and membrane & ion exchange.

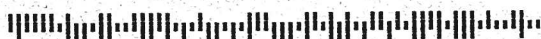
More information: mnawwa.org/page/pod



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SPRING LAKE PARK, MN 55432-2116

CALENDAR

Minnesota Section, American Water Works Association

*March 11-13, Southeast Water Operators School, Rochester Event Center Contact Doug Klamerus, 507-280-1508.

*March 31-April 2, Metro Water Operators School, Earle Brown Heritage Center, Brooklyn Center. Contact Jeanette Boothe, 651-201-4697, or Stew Thornley, 651-201-4655.

*April 22-24, Northeast Water Operators School, Timberlake Lodge, Grand Rapids. Contact Corey Lubovich, 218-262-7725.

Information for all district schools, including agendas:

<http://www.health.state.mn.us/water/wateroperator/trng/schoolagendas.html>

Minnesota Rural Water Association (MRWA)

Contact Bob Klug, 800-367-6792.

*March 3-5, Technical Conference, St. Cloud

*June 25, Safe Drinking Water Compliance, Wahkon

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

For an up-to-date list of events, see the training calendar on the MDH web site:

http://health.state.mn.us/water/wateroperator/trng/wat_op_sched.html

Video Production



Municipal Producer, Trevor Scholl, completed six productions in November including a series of PSAs regarding stormwater pond ordinances, election judges, world heritage, and a compilation of the Blaine Police Department training series into one long-form program. Programs were also produced T.J. Tronson, Rusty Ray and Danika Peterson for the city channels. Trevor reaches out to city officials and department contacts, every month, regarding potential programming for the channels. City staff and elected officials are encouraged to contact Trevor with any ideas or requests for programming.

▪ November Completed Videos/Playing on City Cable Channels & Streaming

Title	Producer	Runtime
Blaine Police Department Training Series Compilation	Trevor Scholl	00:42:38
Election Judges	Trevor Scholl	00:03:30
World Heritage	Trevor Scholl	00:08:25
Stormwater Ponds Ordinance Enforcement	Trevor Scholl	00:03:09
Stormwater Ponds Ordinance	Trevor Scholl	00:02:18
Living Near Stormwater Ponds in Blaine	Trevor Scholl	00:02:05
Lunch With Governor Walz	Danika Peterson/Rusty Ray	00:16:04
Blaine High School Veterans Day Program	T.J. Tronson	01:22:42
North Metro Cable Commission Meeting	T.J. Tronson	00:19:57
Anoka County Board Meeting (11/12/19)	T. J. Tronson	00:55:20
Anoka County Board Meeting (11/26/19)	T.J. Tronson	02:07:11

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

- Winter Mayors Minutes
- Lino Lakes events series
- Santa Around Town food drives
- New Americans Academy
- Instructional video for NMTV app on Roku and AppleTV
- Centennial Library Tour

Equipment Consulting/Technical Support



Blaine

- 11.18.19: Pearl Epiphone which is used for Facebook live streaming wouldn't boot up. Chose standard boot up option. Worked up till load screen, then went black. Contacted Epiphone. Told out of warranty range. Epiphone said sounded like a hard drive failure. Contact Alpha Video to see if they would do anything.
- 11.20.19: Ordered new Epiphone encoder from B&H. Roark asked Alpha Video for assistance and was sent a recommendation to purchase an expensive encoder with dual functionality. Recommended Roark go with Epiphone as it costs a lot less and they don't need record function.

Centerville

- No assistance required.

Circle Pines

- 11.13.19: Monitors in Council Chambers not working. Noticed Black Box network switch under dais not on. Found the issue to be with the 3-prong plug power cord. Located another power cord and used it. The Black Box came back on and the monitors are working.

Ham Lake

- 11.18.19: Not hearing audio in control room or Council Chamber. Checked channel, and audio is coming through on the recording.
- 11.19.19: Went to City Hall. On button was not turned on above main control room speaker slider. Turned on and showed button to staff.

Lexington

- No assistance required.

Lino Lakes

- No assistance required.

Spring Lake Park

- No assistance required.

All Cities

- 11.13.19: Ordered new APC UPS units for master control.

Master Control



Programming Coordinator, Michele Silvester, along with help from Eric Houston and Trevor Scholl, is responsible for processing and scheduling the programming on the City channels. There are three categories of programs that are scheduled on the City channels; live and replayed meetings, NMTV staff created video content, and informational graphics pages. All categories of programming must be encoded, scheduled, and entered into the Tightrope playback system or entered into the Carousel video files. As each live meeting is being recorded at City Hall, it is routed to the North Metro TV head-end and then sent out over the cable system live. At the same time it is also encoded on a server for future playbacks. The following meetings were processed in November:

Title	Producer	Runtime
Blaine City Council Meeting (11/4/19)	Blaine Staff	01:05:07
Blaine Traffic Commission Meeting (11/6/19)	Blaine Staff	00:56:59
Blaine City Council Meeting (11/18/19)	Blaine Staff	01:19:25
Blaine Natural Resources Conservation Board Meeting (11/19/19)	Blaine Staff	01:07:39
Blaine Park Board Meeting (11/26/19)	Blaine Staff	01:01:06
Centerville City Council Meeting (10/9/19)	Centerville Staff	02:34:46
Circle Pines City Council Meeting (11/12/19)	Circle Pines Staff	00:36:00
Circle Pines Park Board Meeting (11/12/19)	Circle Pines Staff	00:47:57
Circle Pines Utility Commission Meeting (11/20/19)	Circle Pines Staff	00:19:16
Circle Pines City Council Meeting (11/26/19)	Circle Pines Staff	00:58:44
Ham Lake City Council Meeting (11/4/19)	Ham Lake Staff	00:41:25
Ham Lake Planning Commission Meeting (11/12/19)	Ham Lake Staff	00:13:25
Ham Lake City Council Meeting (11/18/19)	Ham Lake Staff	00:48:32
Lexington City Council Meeting (11/7/19)	Lexington Staff	01:21:09
Lexington City Council Meeting (11/21/19)	Lexington Staff	00:08:11
Lino Lakes City Council Meeting (11/12/19)	Lino Lakes Staff	00:43:24
Lino Lakes Planning & Zoning Meeting (11/13/19)	Lino Lakes Staff	01:03:58
Lino Lakes Environmental Board Meeting (11/20/19)	Lino Lakes Staff	01:37:07
Lino Lakes City Council Meeting (11/25/19)	Lino Lakes Staff	00:29:38
Spring Lake Park City Council Meeting (11/4/19)	Spring Lake Park Staff	00:48:39
Spring Lake Park City Council Meeting (11/18/19)	Spring Lake Park Staff	01:38:32
Spring Lake Park Planning Commission Meeting (11/25/19)	Spring Lake Park Staff	00:33:15
22 New Programs		19:51:25 New Hours

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

City	Number of Times Programs Played	Hours Programmed on Channel
Blaine	188	198:05:55
Centerville	68	89:54:17
Circle Pines	207	151:05:08
Ham Lake	60	55:38:18
Lexington	129	116:57:43
Lino Lakes	166	121:49:34
Spring Lake Park	124	134:46:04
Totals:	942 Program Playbacks	868:16:59 Hours of Video Programming on Channels

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

Blaine

- Transcoded and uploaded 5 videos to Carousel.

Centerville

- Transcoded and uploaded 2 videos to Carousel.

Circle Pines

- Transcoded and uploaded 2 videos to Carousel.

Ham Lake

- Transcoded and uploaded 2 videos to Carousel.

Lexington

- Transcoded and uploaded 2 videos to Carousel.
- Created 4 graphics page for Carousel

Lino Lakes

- Transcoded and uploaded 2 videos to Carousel.

Spring Lake Park

- Transcoded and uploaded 3 videos to Carousel.
- Created 3 graphics pages for Carousel

City Channel Signal Monitoring

Blaine

- No channel signal problems.

Centerville

- No channel signal problems.

Circle Pines

- No channel signal problems.

Ham Lake

- No channel signal problems.

- **Lexington**
No channel signal problems.
- **Lino Lakes**
No channel signal problems.
- **Spring Lake Park**
No channel signal problems.

Meetings on Demand



NMTV has created a video on demand service, with line-item bookmarking, for our Cities' meetings. In order to accomplish this, each encoded meeting has to undergo several steps. The meeting must first be transferred and transcoded from the playback server to the video on demand server. The length of time necessary for this varies based on the length of the meeting and whether it is recorded in SD or HD. Once that is done, a staff member must go through the meeting entering a bookmark at the start of each meeting line-item, and type in the corresponding line-item information. Staff utilizes marked agendas provided by City staff members for this step. If marked agendas aren't provided by City staff we go to the City website to find unmarked agendas and place the meeting on VOD without bookmarks. Once that is done and saved the bookmarked meeting is then linked to the NMTV website's city meeting page for video on demand. The following number of meetings were bookmarked and/or placed on VOD for the Cities in November:

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

Administrative

The issues dealt with in November included keeping informed regarding progress with the franchise and PEG fee review and the FCC Third Report and Order challenge and FINALLY having the North Metro TV streaming app activated!



- **Comcast Franchise and PEG Fee Review**
- A&S agreed to provide a supplemental report addressing the Comcast response to its report.
- A meeting has been arranged, for December 12th, to allow A&S and Comcast to explain their respective positions to the participating LFAs.

FCC Third Report and Order Update

- Appeal of the Order filed on October 24th with the DC Court of Appeals. The case was transferred to the Ninth Circuit Court.
- The FCC requested that the Appeal be transferred to the 6th District Court of Appeals. The Ninth District agreed to transfer the appeal. The Ninth District Court was our preferred Court, but the 6th District Court has made decisions regarding the Second Report and Order that were favorable to franchising authorities.
- The FCC denied the Motion for Stay. In the denial the FCC's Media Bureau clarified that cable companies cannot begin deducting in-kind considerations from franchise fees until meeting with LFAs and modifying franchises. It was also made clear that cable companies are charged with initiating the meetings and that the 120 days allowed for modifications do not begin until that contact.
- The NCTA, a trade organization representing the cable industry, asked the FCC for a clarification of the Media Bureau's direction regarding the franchise modification process. (This tells us that cable companies were likely ready to start subtracting from franchise fees for the fourth quarter of 2019 without meeting with franchising authorities.) Because of the request for clarification the FCC has asked for comments by December 12th. Reply comments might then be considered. After that a decision will be made regarding the Media Bureau's direction.
- A Motion for Stay has been filed with the 6th District Court of Appeals.
- Read Motion for Stay filed with the 6th District.

NMTV Streaming App

- The North Metro TV direct streaming app for Roku and AppleTV has been activated.
- Directed staff to create PSAs informing viewers that the apps are available, and how to find the channels.

Miscellaneous

- Created 2020 meeting schedule and distributed it.
- Emailed Columbia Heights City Administrator to check in on decision making process regarding joining the Commission. They are still considering the impact on their City budget and various options. Joining the Commission remains an option.
- Talked with Patrick Antonen regarding scheduling staff to record city meetings. Discussed logistics, salary and options for paying staff.
- Talked with Columbia Heights Communications Coordinator regarding more services (additional engineering benefits and election coverage). Answered questions.
- Marked up current Joint Powers Agreement with possible updates.
- Emailed Denise Webster regarding NMTV scheduling staff to record city meetings. Shared process agreed to with Circle Pines.
- Read industry articles.

North Metro TV

November 2019 Update

Program Production

In November, a total of 66 **new programs** were produced utilizing the North Metro facilities, funds, and services. This constitutes **48:15:00 hours of new programming**.

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



Van Shoots

The HD truck was used for **13:30:00** hours of production. Events produced live and recorded for additional playbacks include:

- Football: 6A Section Final: Edina vs. Centennial
- Blaine High School Veterans Day Program



Workshops

Workshop	Instructor	Organization	Students
Lecture Series – The Monsters Come to Television: Samantha, Herman, Gomez, and Jeannie	Eric Houston	At NMTV, General Public	14
Editing	Eric Houston	General Public	1
Intro to Production/NMTV	Eric Houston	Blaine High School Business Professionals of America	8
Lecture Series – Early Film Treasures	Eric Houston	Blaine Park and Rec	7
Lecture Series – Over the Rainbow: Behind the Scenes of the Wizard of Oz	Eric Houston	Anoka Hennepin Continuing Education	8
Lecture Series – The Wolfman, the Creature, and Godzilla: Monster Movies of the 40s and 50s	Eric Houston	Crest View Senior Living	6
Camera	Eric Houston	General Public	6
Editing	Eric Houston	General Public	1
Lecture Series – Mary	Eric Houston	Spring Lake Park Parks	6

Pickford: The World's First Movie Star		and Recreation	
Camera	Eric Houston	General Public	4
Intro to Production/NMTV	Eric Houston	Way of the Shepherd Catholic School	5
Intro to Production/NMTV	Eric Houston	Blaine High School	1
Open Studio Night	Eric Houston	General Public	1
13 Workshops			68 Students

Home Movie Transfers

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

Month	Hours Transferred	Tapes	Film Reels	DVDs	Photos/Slides	Fees Paid
January	226	64	47	2	702	\$1,305.00
February	302.75	71	91	2	1,277	\$914.00
March	248.75	128	26	38	700	\$906.00
April	208.75	88	17	17	1,830	\$1,014.00
May	355.25	112	24	14	1,002	\$960.00
June	503.5	140	92	58	1,047	\$1,925.00
July	281.75	60	29	45	1,686	\$1,563.00
August	302.75	27	121	10	1,437	\$955.00
September	206.5	51	70	33	77	\$997.00
October	146.25	37	17	0	118	\$415.00
November	607.5	309	47	3	820	\$468.00
TOTAL:	3,389.75	1,087	581	222	10,696	\$11,422.00

Public Usage Stats

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

Month	Unique Individuals	Total Usage Hours
January	144	677.5
February	94	606.5
March	76	572.75
April	108	591.75
May	163	773.5
June	84	737.25
July	97	543.00
August	79	475.25
September	76	440.25
October	124	471.75
November	99	889.5
TOTAL PUBLIC USAGE:		6,779

Production Highlights

NMTV News Highlights

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

- Breaking Bread Coalition Brings Together Anoka County Non Profits
- Beyond the Yellow Ribbon Seeks Help to Help Veterans and Families
- Governor Walz Visits North Metro Business Leaders
- Hope for Community Opens New Food Shelf
- New Grant Gives Job Opportunities
- Matthew's Family Restaurant Closure a Mystery
- Publisher Seeks to Limit E-Books for Local Libraries
- Animal Humane Society Plans Events for National Animal Shelter Week



In addition to daily playbacks of North Metro TV News on the cable systems, there are 607 local stories archived for viewers on the NMTV YouTube page. The page can be accessed through the northmetrotv.com website.

Sports Den Fall Finale

The hour-long Sports Den Fall Finale 2019 went out live on Monday, November 18th. Once again, the studio was filled with student athletes from Blaine, Centennial, and Spring Lake Park High Schools. The show included highlights from the volleyball, football, and soccer seasons and interviews. Athletes from the various teams were brought onto the set and asked questions about the past season and their future goals. The students will all receive a copy of the program, to thank them for attending and for being a fan of Sports Den.

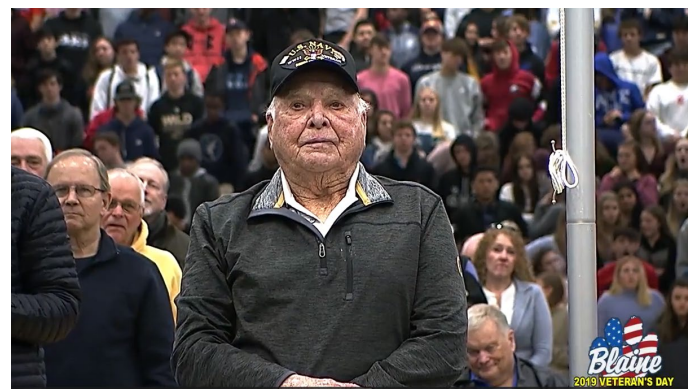


NMTV Streaming App Finally Available

All of North Metro TV's channels and the entire video-on-demand catalogue of over 4,000 programs are now available on the North Metro TV streaming app on Roku and AppleTV devices. Anyone looking for the channels need only search North Metro TV and it will pop right up. Municipal Producer, Trevor Scholl, is putting together a short instructional PSA showing viewers how to find the channels on streaming services. The PSA will be played on all of the city channels.

Annual Veterans Day Program

T.J. Tronson organized NMTV's 18th year of covering the Blaine High School Veterans Day program. He and Sports Producer, Jeremy Millington, went to the school the week before to test the live feed and walk through the details of the program with the director of the event. The morning of the program, T.J. and Jeremy arrived early to set up scaffolding and run cables before the rest of the crew arrived. In addition to covering the event live, NMTV also assisted the school with technical needs for the audience in the auditorium. They made sure that audio and video were making it to the overflow crowd. As always, the program was very moving and will be played on the city channels as well as channel 15 and on-demand.



Blaine High School Business Students Take Classes

Two groups of students from Blaine High School's chapter of Business Professionals of America are currently working with Studio Manager, Eric Houston, to create short news broadcasts for competition. Eric has taught them studio production basics, and they are already recording their projects.

City Productions

In November, Municipal Producer, Trevor Scholl, completed a series of PSAs regarding stormwater ponds, compiled the Blaine Police Department training series into one program, and produced pieces on election judges and world heritage.

- Blaine Police Department Training Series Compilation
- Stormwater Ponds Ordinance Enforcement
- Stormwater Ponds Ordinance
- Living Near Stormwater Ponds in Blaine
- Election Judges
- Work Heritage



New and ongoing projects include:

- Winter Mayors Minutes
- Lino Lakes events series
- Santa Around Town food drives
- New Americans Academy
- Instructional video for NMTV app on Roku and AppleTV
- Centennial Library Tour

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

Production equipment consulting for cities and schools

Blaine

- 11.18.19: Pearl Epiphone which is used for Facebook live streaming wouldn't boot up. Chose standard boot up option. Worked up till load screen, then went black. Contacted Epiphone. Told out of warranty range. Epiphone said sounded like a hard drive failure. Contact Alpha Video to see if they would do anything.
- 11.20.19: Ordered new Epiphone encoder from B&H. Roark asked Alpha Video for assistance and was sent a recommendation to purchase an expensive encoder with dual functionality. Recommended Roark go with Epiphone as it costs a lot less and they don't need record function.

Centerville

- No assistance required.

Circle Pines

- 11.13.19: Monitors in Council Chambers not working. Noticed Black Box network switch under dais not on. Found the issue to be with the 3-prong plug power cord. Located another power cord and used it. The Black Box came back on and the monitors are working.

Ham Lake

- 11.18.19: Not hearing audio in control room or Council Chamber. Checked channel, and audio is coming through on the recording.
- 11.19.19: Went to City Hall. On button was not turned on above main control room speaker slider. Turned on and showed button to staff.

Lexington

- No assistance required.

Lino Lakes

- No assistance required.

Spring Lake Park

- No assistance required.

All Cities

- 11.13.19: Ordered new APC UPS units for master control.

City Channel 16 Playback Stats

City	Number of Times Programs Played	Hours Programmed on Channel
Blaine	188	198:05:55
Centerville	68	89:54:17
Circle Pines	207	151:05:08
Ham Lake	60	55:38:18
Lexington	129	116:57:43
Lino Lakes	166	121:49:34
Spring Lake Park	124	134:46:04
Totals:	942 Program Playbacks	868:16:59 Hours of Video Programming on Channels

Programs Produced by the Public

Title	Producer	Runtime
Every Movie Ever (2 episodes)	Joe Scholz, Rick Bostrom, Ben Daniels/Ryan Frieundschuh, Gavin Van Trease/Brett Wong/Seraiah Brooks/Eric Houston	00:48:45
Christ Lutheran Church (4 episodes)	Jacob Nessman	04:44:39
The Power of Love (4 episodes)	Rick Larson	02:00:00
LovePower (4 episodes)	Rick Larson	04:00:00
Rice Creek Watershed District Meeting	Theresa Stasica	01:02:30
Cornerstone Church	Rick Bostrom	00:31:48
Oak Park Community Church (6 episodes)	David Turnidge	03:37:59
22 New Programs		16:45:41 New Hours

Programs Produced by NMTV Staff

Title	Producer	Runtime
Anoka County Board Meeting (11/12/19)	T.J. Tronson	00:55:20
Anoka County Board Meeting (11/26/19)	T.J. Tronson	02:07:11
North Metro Cable Commission Meeting (11/21/19)	T. J. Tronson	00:19:57
Blaine High School Veterans Day Program	T.J. Tronson	01:22:42
NMTV News (4 episodes)	Danika Peterson/Rusty Ray	01:07:47
Lunch With Governor Tim Walz	Danika Peterson/Rusty Ray	00:16:04
Backyard Animals: Episode 2	Danika Peterson/Rusty Ray	00:03:15
Blaine Police Department Training Series Compilation	Trevor Scholl	00:42:38
Election Judges	Trevor Scholl	00:03:30
Stormwater Ponds 1	Trevor Scholl	00:03:09
Stormwater Ponds 2	Trevor Scholl	00:02:18
Stormwater Ponds 3	Trevor Scholl	00:02:05
World Heritage	Trevor Scholl	00:08:52
Football: 6A Section Final: Edina/Centennial	Kenton Kipp/J. Millington	02:29:39
Sports Den (2 episodes)	Kenton Kipp/J. Millington	00:47:02
Sports Den 2019 Fall Finale	Kenton Kipp/J. Millington	00:55:35
Game Highlights (2 episodes)	Kenton Kipp/J. Millington	00:03:38
22 New Programs		11:30:12 New Hours

Programs Produced by City Staff

Title	Producer	Runtime
Blaine City Council Meeting (11/4/19)	Blaine Staff	01:05:07
Blaine Traffic Commission Meeting (11/6/19)	Blaine Staff	00:56:59
Blaine City Council Meeting (11/18/19)	Blaine Staff	01:19:25
Blaine Natural Resources Conservation Board Meeting (11/19/19)	Blaine Staff	01:07:39
Blaine Park Board Meeting (11/26/19)	Blaine Staff	01:01:06
Centerville City Council Meeting (10/9/19)	Centerville Staff	02:34:46
Circle Pines City Council Meeting (11/12/19)	Circle Pines Staff	00:36:00
Circle Pines Park Board Meeting (11/12/19)	Circle Pines Staff	00:47:57
Circle Pines Utility Commission Meeting (11/20/19)	Circle Pines Staff	00:19:16
Circle Pines City Council Meeting (11/26/19)	Circle Pines Staff	00:58:44
Ham Lake City Council Meeting (11/4/19)	Ham Lake Staff	00:41:25
Ham Lake Planning Commission Meeting (11/12/19)	Ham Lake Staff	00:13:25
Ham Lake City Council Meeting (11/18/19)	Ham Lake Staff	00:48:32
Lexington City Council Meeting (11/7/19)	Lexington Staff	01:21:09
Lexington City Council Meeting (11/21/19)	Lexington Staff	00:08:11
Lino Lakes City Council Meeting (11/12/19)	Lino Lakes Staff	00:43:24
Lino Lakes Planning & Zoning Meeting (11/13/19)	Lino Lakes Staff	01:03:58
Lino Lakes Environmental Board Meeting (11/20/19)	Lino Lakes Staff	01:37:07
Lino Lakes City Council Meeting (11/25/19)	Lino Lakes Staff	00:29:38
Spring Lake Park City Council Meeting (11/4/19)	Spring Lake Park Staff	00:48:39
Spring Lake Park City Council Meeting (11/18/19)	Spring Lake Park Staff	01:38:32
Spring Lake Park Planning Commission Meeting (11/25/19)	Spring Lake Park Staff	00:33:15
22 New Programs		19:51:25 New Hours

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