



**CITY COUNCIL AGENDA
MONDAY, AUGUST 19, 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 – August 5, 2019
 - B. Disbursements
 1. General Operations Disbursement Claim No. 19-13 \$600,134.12
 - C. Contractor’s Request for Payment No. 1 – 2019 Street Seal Coat and Crack Repair Project
 - D. Approve MNSPECT LLC Invoice – July Billing
 - E. Sign Permit
 - F. Contractor’s Licenses
 - G. Correspondence
7. POLICE REPORT
8. PARKS AND RECREATION REPORT
9. ORDINANCES AND/OR RESOLUTIONS
 - A. Resolution 19-24 Opposition to the Relocation of the Northtown Transit Center
10. NEW BUSINESS
 - A. Authorization to Conditionally Hire Parks and Recreation Director – Kay Okey
 - B. Authorize Hiring Process for Recreation Program Supervisor
 - C. Authorize PERA Phased Retirement to Marian Rygwall
11. ENGINEER’S REPORT
12. ATTORNEY’S REPORT
13. REPORTS
14. OTHER
 - A. Closed Session to Discuss Offer to Sell 525 Osborne Road NE
 - B. Administrator Reports
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 to comment are asked to limit their comments to 3 minutes. In cases where there is a spokesperson representing a group wishing to have their collective opinions voiced, the spokesperson should identify the audience group he/she is representing and may have a maximum of 10 minutes to express the views of the group.
- People wishing to comment are asked to keep their comments succinct and specific.
- Following public input, Councilmembers will have a second opportunity to ask questions of the presenter and/or citizens.
- After everyone wishing to address the subject of the hearing has done so, the Mayor will close the public hearing.
- The City Council may choose to take official action on the proposal or defer action until the next regularly scheduled Council meeting. No further public input will be received at that time.

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

Date: July 2019
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Claim Res.#19-13

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
66559	ALL TRAFFIC SOLUTIONS	SPEED SIGNS	8,280.00
66560	AMSTERDAM PRINTING CO	PRINTING	332.86
66561	AT & T MOBILITY	MONTHLY SERVICES	860.36
66562	BATTERIES PLUS BULBS	BATTERIES	111.95
66563	WANDA BROWN-MCGRECK	REIMBURSEMENT MILEAGE	28.54
66564	CENTERPOINT ENERGY	MONTHLY UTILITIES	251.75
66565	CINTAS	MATS	100.23
66566	COMPUTER INTERGRATION TECH	MANAGED SERVICES	2,755.00
66567	CONNEXUS ENERGY	MONTHLY UTILITIES	9.66
66568	COON RAPIDS CHRYSLER	AUTO SERVICES/REPAIR	852.12
66569	CORE & MAIN LP	OMNIT R2 METER	7,884.48
66570	COTTENS INC	SUPPLIES	30.48
66571	DORTHY GARGARO	RECREATION REFUND	20.00
66572	ECM PUBLISHERS, INC.	PUBLISHING	112.88
66573	EMERGENCY AUTOMOTIVE TECH	AUTO SERVICES/REPAIR	269.28
66574	FRIENDLY CHEVROLET GEO. INC.	PARTS	7.25
66575	G & N ENTERPRISES	SUPPLIES/PARTS	468.00
66576	GOPHER STATE ONE-CALL INC	LOCATES	191.70
66577	GRAINGER INC	SUPPLIES/PARTS	212.05
66578	INSITUFORM TECHNOLOGIES USA, LLC	ENGINEERING FEES	28,921.61
66579	INSTRUMENTAL RESEARCH INC	WATER TESTING	72.00
66580	JAYNE NOBL	OVERPAYMENT FINAL WTR BILL	31.07
66581	JOEY D'S TREE SERVICE	TREE SERVICES	1,500.00
66582	KATHI LAVALLE	PERFORMANCE IN THE PARK	350.00
66583	MANSFIELD OIL COMPANY	FUEL	2,332.76
66584	CITY OF MINNEAPOLIS	APS TRANSACTIONS	209.70
66585	MINNESOTA SAFETY COUNCIL	RECREATION INSTRUCTOR	722.00
66586	MN PUBLIC FACILITIES AUTHORITY	LOAN REPAYMENT	235,322.01
66587	NORTHERN	SUPPLIES/PARTS	175.95
66588	NYSTROM PUBLISHING CO	PRINTING	2,536.59
66589	PLUNKETT'S INC	PEST CONTROL	90.00
66590	SLP FIRE DEPARTMENT	FIRE PROTECTION	18,364.00
66591	SMITH SCHAFFER & ASSOCIATES	AUDIT SERVICES	5,450.00
66592	STAPLES	SUPPLIES	357.93
66593	THE HOME DEPOT CREDIT SERVICES	MONTHLY CREDIT CARD	455.78
66594	WASTE MANAGEMENT OF WI-MN	MONTHLY SERVICES	132.00
66595	WIPERS AND WIPES INC	SUPPLIES	694.94
66596	XCEL ENERGY	MONTHLY UTILITIES	41.52
66597	AFLAC	PAYROLL	22.17
66598	AMERITAS	PAYROLL	37.26
66599	CENTRAL PENSION FUND	PAYROLL	780.00
66600	DEARBORN LIFE INSURANCE CO	PAYROLL	435.27
66601	DELTA DENTAL	PAYROLL	1,479.85

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<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
66602	HEALTH PARTNERS	PAYROLL	13,050.44
66603	L.E.L.S.	PAYROLL	229.50
66604	LOCAL 49	PAYROLL	105.00
66605	NCPERS GROUP LIFE INS	PAYROLL	72.00
66606	ANOKA COUNTY	DATA SERVICES	450.00
66607	AWWA MINNESOTA SECTION	REGISTRATION	290.00
66608	BOYER FORD TRUCKS	PARTS	1,250.12
66609	BUREAU OF CRIM APPREHENSION	DATA SERVICES	390.00
66610	CENTRAL TURF & IRRIGATION SUPPLY	SUPPLIES/PARTS	889.42
66611	CHAD BOSACKER	OVERPAYMENT FINAL WTR BILL	2.00
66612	CHRISTIANA KORNGOR	RECREATION REFUND	32.00
66613	CINTAS	MATS	100.23
66614	COMCAST	MONTHLY SERVICES	105.92
66615	COMM-WORKS, LLC	PARK MONITORING	850.00
66616	COTTENS INC	PARTS	38.96
66617	DIAMOND VOGEL PAINTS	SUPPLIES	1,510.55
66618	HOLIDAY INN EXPRESS	EXTENDED TOUR DEPOSIT	250.00
66619	MANSFIELD OIL COMPANY	FUEL	2,253.53
66620	METROPOLITAN COUNCIL	WASTE WATER SERVICES/SAC'S	86,367.09
66621	MINNEAPOLIS SAW	EQUIPMENT/PARTS/SUPPLIES	219.78
66622	MUNICIPAL PAVING PLANT	ASPHALT	1,177.92
66623	RICHFIELD BUS CO	RECREATION BUS SERVICES	592.04
66624	RILEY BUS SERVICE INC	RECREATION BUS SERVICES	12,900.00
66625	SCHWAAB, INC.	SUPPLIES	37.75
66626	TAHO SPORTSWEAR	RECREATION PROGRAM T-SHIRTS	70.00
66627	U.S.T.I.	E-BILLING	31.12
66628	AFLAC	PAYROLL	22.17
66629	AMERITAS	PAYROLL	37.26
66630	CENTRAL PENSION FUND	PAYROLL	780.00
66631	DEARBORN LIFE INSURANCE CO	PAYROLL	435.27
66632	DELTA DENTAL	PAYROLL	1,479.85
66633	HEALTH PARTNERS	PAYROLL	13,050.44
66634	L.E.L.S.	PAYROLL	229.50
66635	LOCAL 49	PAYROLL	105.00
66636	NCPERS GROUP LIFE INS	PAYROLL	72.00
66661	ALLEGRA PRINT & IMAGING	PRINTING	139.75
66662	AMERICAN ENVIRONMENTAL LLC	SERVICES-SEWER	5,792.50
66663	CENTERPOINT ENERGY	MONTHLY UTILITIES	189.18
66664	CENTRAL TURF & IRRIGATION SUPPLY	PARTS	358.44
66665	COMPUTER INTERGRATION TECH	MANAGED SERVICES	2,405.00
66666	CONNEXUS ENERGY	MONTHLY UTILITIES	312.65
66667	DAVE PERKINS CONTRACTING INC	SERVICES/LABOR	3,250.00
66668	DAVE'S SPORT SHOP	WORK TEES W/LOGO	320.00

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<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
66669	ECM PUBLISHERS, INC.	PUBLISHING	177.38
66670	GENERAL REPAIR SERVICE	SERVICES/LABOR	13,722.54
66671	GENERATOR POWER SYSTEMS	SERVICES/LABOR	3,460.00
66672	MANSFIELD OIL COMPANY	FUEL	1,181.91
66673	MBPTA	REGISTRATION	100.00
66674	MENARDS-CAPITAL ONE COMMERCIAL	MONTHLY CREDIT CARD	91.22
66675	MICHAEL HANDLER	PERFORMANCE IN THE PARK	700.00
66676	MINNEAPOLIS SAW	EQUIPMENT/PARTS/SUPPLIES	712.89
66677	MINNESOTA PLAYGROUND	RECREATION PARK BENCH	3,832.00
66678	NORTHLAND TRUST SERVICES, INC.	TIF REPORTING	990.00
66679	PERFECT 10 CAR WASH	AUTO SERVICES	83.90
66680	THE MULCH STORE SPECIALIZED ENVIRO	SUPPLIES	250.00
66681	STANTEC	ENGINEERING FEES	22,542.55
66682	USS MINNESOTA ONE MT LLC	SOLAR SUBSCRIPTION	15,181.22
66683	WELLS FARGO CREDIT CARD	MONTHLY CREDIT CARD	182.00
66684	XCEL ENERGY	MONTHLY UTILITIES	3,153.90
66685	US BANK	MONTHLY CREDIT CARD	17,777.68
66686	ARLENE ANDREA	RECREATION REFUND	100.00
66687	ASPEN MILLS	UNIFORM ALLOWANCE	1,157.95
66688	CITY OF BLAINE	BLAINE WATER USED	1,525.47
66689	COMPUTER INTERGRATION TECH	MANGED SERVICES/AGREEMENTS	2,755.00
66690	COTTENS INC	SUPPLIES/PARTS	7.98
66691	CURTIS AND KATIE PAULSON	OVERPAYMENT FINAL WTR BILL	35.00
66692	ELIZABETH DUERR	RECREATION REFUND	100.00
66693	CINDY HANSEN	REIMBURSEMENT MILEAGE	109.04
66694	HAWKINS WATER TREATMENT	WATER CHEMICALS	8,142.82
66695	JOANN OLSEN	RECREATION REFUND	100.00
66696	LEAGUE OF MINNESOTA CITIES	DIRECTORY OF MN CITY OFFICIALS	61.20
66697	MICHAEL LEDMAN	RECREATION INSTRUCTOR	243.00
66698	MANSFIELD OIL COMPANY	FUEL	1,046.19
66699	MINNEAPOLIS SAW	PARTS	43.18
66700	M-R SIGN CO INC	SIGNS	471.47
66701	SHRED-IT USA	SHREDDING SERVICES	98.08
66702	TAHO SPORTSWEAR	RECREATION PROGRAM SUPPLIES	572.00
66703	TASC	AMDIN FEES/HRA RENEWAL	1,248.15
66704	WALTERS RECYCLING REFUSE SERV	MONTHLY SERVICES	431.92
66705	WIPERS AND WIPES INC	SUPPLIES	486.36
66706	ADAM JOHNSON	RECREATION UMPIRE	175.50
66707	ADVANCED SIGNS & GRAPHICS, INC	SIGNS	1,686.50
66708	ASPEN MILLS	UNIFORM ALLOWANCE	601.56
66709	AT & T MOBILITY	MONTHLY SERVICES	652.18
66710	BRENDEN GEISELHART	RECREATION UMPIRE	126.00
66711	RANDY BROWN	REIMBURSEMENT HEALTH CLUB	500.00

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<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
66712	BRYAN ROCK PRODUCTS	SUPPLIES	821.98
66713	CADY BUSINESS TECHNOLOGIES	EQUIPMENT	1,760.00
66714	CINTAS	MATS	100.23
66715	CITY OF ROSEVILLE	DATA SERVICES	2,220.00
66716	COMPUTER INTERGRATION TECH	SERVICE RETAINERS	164.00
66717	COON RAPIDS CHRYSLER	AUTO SERVICES/REPAIR	1,521.49
66718	COTTENS INC	SUPPLIES/PARTS	134.67
66719	MATTHEW CROMER	REFUND	86.90
66720	DANIEL BALCK	RECREATION UMPIRE	252.00
66721	DERRICK SMITH	RECREATION UMPIRE	357.00
66722	MICHAEL FLUEGGE	RECREATION UMPIRE	120.00
66723	GRACE HOLGUIN	RECREATION UMPIRE	72.00
66724	GREG MAHOWALD	OVERPAYMENT FINAL WTR BILL	14.76
66725	THOMAS HAMILTON	REFUND	53.24
66726	INNOVATIVE OFFICE SOLUTIONS LLC	SUPPLIES	528.03
66727	HARLAN ISOM	RECREATION UMPIRE	264.00
66728	KYLE ANTHONY TRAUTMANN	RECREATION UMPIRE	72.00
66729	COREEN THUM	RECREATION REFUND	80.00
66730	OFFICE DEPOT	SUPPLIES	191.70
66731	OFFICE OF MN.IT SERVICES	MONTHLY SERVICES	46.40
66732	ON SITE SANITATION INC	RESTROOMS	264.00
66733	LEE SADOWSKI	RECREATION UMPIRE	2,759.00
66734	SHAWN WILLSON	RECREATION UMPIRE	447.00
66735	STREICHER'S	UNIFORM ALLOWANCE	77.98
66736	THE HOME DEPOT CREDIT SERVICES	MONTHLY CREDIT CARD	298.17
66737	TWIN CITIES BMEU WEST	POSTAGE	2,270.00
66738	WARNING LITES OF MN	BARRICADE BOARDS	585.00
66739	WARREN LIGHTBODY	RECREATION UMPIRE	168.00
66740	WIPERS AND WIPES INC	SUPPLIES	61.05
66741	ZULEY AWARDS	RECREATION PROGRAM SUPPLIES	2,190.40
		TOTAL DISBURSEMENTS	600,134.12

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



Stantec Consulting Services Inc.
733 Marquette Avenue, Suite 1000
Minneapolis, MN 55402
Tel: (612) 712-2000

August 12, 2019

Mr. Daniel Buchholtz, Administrator
City of Spring Lake Park
1301 81st Avenue NE
Spring Lake Park, MN 55432

Re: 2019 Street Seal Coat and Crack Repair Project
Project No. 193804625
Contractor's Request for Payment No. 1

Dear Dan:

Attached for city approval is Contractor's Request for Payment No. 1 for the 2019 Street Seal Coat and Crack Repair Project. The prime Contractor on this project is Allied Blacktop.

This request includes the crack repair, seal coat, and initial sweeping.

We have reviewed the contractor's payment request and found it to be in order. We recommend approval. **If the City wishes to approve this request, then payment should be made to allied Blacktop Co. in the amount of \$100,673.21.**

Please execute the payment request documents. Keep one copy for your records, forward a copy to Allied Blacktop, and return one copy to me.

Feel free to contact me if you have any questions.

Regards,
STANTEC

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

Phil Gravel
City Engineer

Enclosures

cc: Terry Randall, Public Works Director



Owner: City of Spring Lake Park, 1301 81st Ave. NE, Spring Lake Park, MN 55432	Date: August 12, 2019
For Period: 7/1/2019 to 8/12/2019	Request No: 1
Contractor: Allied Blacktop Co., 10503 89th Aven. N., Maple Grove, MN 55369	

CONTRACTOR'S REQUEST FOR PAYMENT
 2019 STREET SEAL COAT PROJECT
 STANTEC PROJECT NO. 193804625

SUMMARY

1	Original Contract Amount		\$	121,739.50
2	Change Order - Addition	\$	0.00	
3	Change Order - Deduction	\$	0.00	
4	Revised Contract Amount		\$	121,739.50
5	Value Completed to Date		\$	105,971.80
6	Material on Hand		\$	0.00
7	Amount Earned		\$	105,971.80
8	Less Retainage 5%		\$	5,298.59
9	Subtotal		\$	100,673.21
10	Less Amount Paid Previously		\$	0.00
11	Liquidated damages -		\$	0.00
12	AMOUNT DUE THIS REQUEST FOR PAYMENT NO. <u>1</u>		\$	<u>100,673.21</u>

Recommended for Approval by:
STANTEC

Phil Gravel

Approved by Contractor:
ALLIED BLACKTOP COMPANY

Per invoice 3783 modified.

Approved by Owner:
CITY OF SPRING LAKE PARK

Specified Contract Completion Date:

Date:

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
BASE BID - 2019 STREETS:							
1	MOBILIZATION AND TRAFFIC CONTROL	LS	1	7500.00	1	1	\$7,500.00
2	ROUTE AND SEAL	LBS	8200	1.94	12700	12700	\$24,638.00
3	SEAL COAT AGGREGATE, FA-2 (MOD)	TN	760	40.00	373	373	\$14,920.00
4	BITUMINOUS MATERIAL FOR SEAL COAT, CRS-2	GAL	19750	3.05	19316	19316	\$58,913.80
5	4" DOUBLE SOLID LINE, YELLOW PAINT	LF	6700	0.20			\$0.00
6	4" SOLID LINE, WHITE PAINT	LF	13400	0.10			\$0.00
7	4" SOLID LINE, YELLOW PAINT (Parking Lots)	LF	1600	0.75			\$0.00
8	HANDICAP SYMBOL, YELLOW PAINT (Parking Lots)	EA	3	200.00			\$0.00
9	12" STOP LINE, WHITE PAINT	LF	1600	0.50			\$0.00
10	LT., RT., or THRU ARROW PVMT. MARKING, WHITE PAINT	EA	3	80.00			\$0.00
11	"ONLY" PVMT. MARKING, WHITE PAINT	EA	3	90.00			\$0.00
12	ZEBRA CROSSWALK, WHITE PAINT	SF	560	3.40			\$0.00
TOTAL BASE BID - 2019 STREETS:							<u>\$105,971.80</u>
TOTAL BASE BID - 2019 STREETS:							<u>\$105,971.80</u>
WORK COMPLETED TO DATE:							<u>\$105,971.80</u>

PROJECT PAYMENT STATUS

OWNER CITY OF SPRING LAKE PARK
 STANTEC PROJECT NO. 193804625
 CONTRACTOR ALLIED BLACKTOP COMPANY

CHANGE ORDERS

No.	Date	Description	Amount
Total Change Orders			

PAYMENT SUMMARY

No.	From	To	Payment	Retainage	Completed
1	07/01/2019	08/12/2019	100,673.21	5,298.59	105,971.80

Material on Hand

Total Payment to Date		\$100,673.21	Original Contract	\$121,739.50
Retainage Pay No.	1	5,298.59	Change Orders	
Total Amount Earned		\$105,971.80	Revised Contract	\$121,739.50

ALLIED BLACKTOP COMPANY
 10503 89th Avenue North
 Maple Grove, MN 55369

INVOICE



Phone: (763) 425-0575
 Fax: (763) 425-1046

Invoice: 3783
 Invoice Date: 7/30/2019

Bill To: CITY OF SPRING LAKE PARK 1301 81ST AVENUE NE SPRING LAKE PARK, MN 55432	Project Details: CITY OF SPRING LAKE PARK 1958 874SPR
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Payment Terms NET 30	Contract Number	Invoice Due Date 8/29/2019
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Description
2019 STREET SEAL COAT PROJECT

Description	Invoice Amount	Retainage	Current Due
	120,891.80	0.00	120,891.80
Subtotal Amount	120,891.80	0.00	120,891.80
Tax Amount ('T' Indicates a taxable line)			0.00
Total Invoice Amount Due			120,891.80

ITEM NUMBER	ITEM	UNIT	QUANTITY	UNIT PRICE	TOTAL
1	MOB AND TRAFFIC CONTROL	LS	1	\$7,500.00	\$7,500.00
2	ROUTE AND SEAL	LBS	12,700	\$1.94	\$24,638.00
3	SEAL COAT AGG (FA-2 MOD)	TN	746	\$40.00	\$29,840.00
4	BIT FOR SEAL COAT (CRS-2)	GAL	19,316	\$3.05	\$58,913.80
5	4" DBLE SOLID YELLOW	LF	0	\$0.20	\$0.00
6	4" SOLID WHITE	LF	0	\$0.10	\$0.00
7	4" SOLID YELLOW (LOTS)	LF	0	\$0.75	\$0.00
8	HANDICAP YELLOW (LOTS)	EA	0	\$200.00	\$0.00
9	12" STOP LINE WHITE	LF	0	\$0.50	\$0.00
10	LT, RT OR THRU ARROW WHITE	EA	0	\$80.00	\$0.00
11	"ONLY" WHITE	EA	0	\$90.00	\$0.00
12	ZEBRA CROSSWALK WHITE	SF	0	\$3.40	\$0.00
TOTAL 2019 STREETS:					\$120,891.80

1/2 until swept

105,971.80
Less 5% retainage (5,298.59)

Net due: \$ 100,673.21



Invoice

Phone # 952-442-7520 Fax # 952-442-7521

Invoice #: 7921
Invoice Date: 8/9/2019
Due Date: 8/29/2019

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		3,289.09		3,289.09
Residential Plan Review		210.14		210.14
Residential Plumbing Permit Fees		340.20		340.20
Residential Mechanical Permit Fee		742.00		742.00
Commercial Inspection/Permit Fee		1,722.53		1,722.53
Commercial Plan Review Fee		1,100.95		1,100.95
Commercial Plumbing Permit Fee		66.50		66.50
Rental Inspection Fee		187.50		187.50
Sprinkler/Alarm Inspection		1,618.88		1,618.88
Sprinkler/Alarm Plan Review		1,502.85		1,502.85
License/Lead Look-up Fee	13	5.00		65.00
Special Investigation Fees		354.96		354.96
Postage - General		0.70		0.70
Total				\$11,201.30
Payments/Credits				\$0.00
Balance Due				\$11,201.30

Permit #	Date Out	Name	Address	Activity Category	Description	Other Description	Valuation	Surcharge	Permit Fee	Plan Review Fee	Special Investigation	Site Inspection	Copies	Re-Inspection	License Fee	Permit Fee	Plan Review	Additional Plan Review	Special Invest.	Total per Line
2019-00180	SLP-2019-00097	07/11/19	HY-VEE INC	8101	NE HIGHWAY 65	COMMERCIAL	BLDG	NEW CONSTRUCTION	\$ 139,625.00	\$ 69.81	\$ 1,418.24	\$ 921.86				992.77	921.86		-	1,914.63
2019-00232	SLP-2019-00144	07/15/19	DCB ENTERPRISES LLC	8365	NE SUNSET	COMMERCIAL	BLDG	RE-ROOF	\$ 54,000.00	\$ 27.00	\$ 767.00					536.90	-		-	536.90
2019-00228	SLP-2019-00143	07/25/19	JEROME COWAN TRUSTEE	7703	NE CENTRAL AVE	COMMERCIAL	BLDG	RE-WINDOW/DOOR	\$ 13,400.00	\$ 6.70	\$ 275.52	\$ 179.09	\$ 275.52			192.86	179.09		275.52	647.47
2019-00246	SLP-2019-00132	07/11/19	MN DEPART OF TRANSPORTATION	1530	NE OLD HWY 10	COMMERCIAL	FIRE	FIRE	\$ 230,000.00	\$ 115.00	\$ 2,069.84	\$ 1,345.00				1,448.89	1,345.00		-	2,793.89
2019-00208	SLP-2019-00119	07/09/19	IND SCHOOL DISTRICT 16	1100	NE 81ST AVE	COMMERCIAL	FIRE	FIRE	\$ 11,800.00	\$ 5.90	\$ 242.84	\$ 157.85				169.99	157.85		-	327.84
2019-00244	SLP-2019-00158	07/17/19	MDS PROPERTIES LLC	8232	NE HIGHWAY 65	COMMERCIAL	PLG	PLG	\$ 100.00	\$ 1.00	\$ 95.00					66.50	-		-	66.50
2019-00234	SLP-2019-00151	07/22/19	ZACHERY PICARD	6999	NE 80TH AVE	RESIDENTIAL	BLDG	DECK	\$ 1,500.00	\$ 0.75	\$ 79.44	\$ 51.64	\$ 79.44			55.61	51.64		79.44	186.69
2019-00256	SLP-2019-00172	07/24/19	MICHAEL/KARLA GANTZER/STEVENS	593	NE IONE AVE	RESIDENTIAL	BLDG	DRAINTILE	\$ 4,350.00	\$ 2.17	\$ 128.46	\$ 83.50			5.00	89.92	83.50		-	178.42
2019-00242	SLP-2019-00155	07/02/19	ROBERT & SHERYL DREIS	8228	NE FILLMORE ST	RESIDENTIAL	MAINT	RE-DOOR	\$ 1,950.00	\$ 0.98	\$ 91.00				5.00	63.70	-		-	68.70
2019-00284	SLP-2019-00198	07/30/19	NANCY LEWANDOWSKI	709	NE 82ND	RESIDENTIAL	MAINT	RE-ROOF	\$ 9,822.36	\$ 4.91	\$ 210.16				5.00	147.11	-		-	152.11
2019-00282	SLP-2019-00195	07/30/19	DANIEL HOLMES	8015	NE WASHINGTON ST	RESIDENTIAL	MAINT	RE-ROOF	\$ 2,605.00	\$ 1.30	\$ 95.78				5.00	67.05	-		-	72.05
2019-00261	SLP-2019-00177	07/22/19	GLORIA NOETZELMAN TRUSTEE	805	NE LUND	RESIDENTIAL	MAINT	RE-ROOF	\$ 12,750.00	\$ 6.38	\$ 259.18				5.00	181.43	-		-	186.43
2019-00281	SLP-2019-00194	07/30/19	VINCENT SMITH	400	NE LUND AVE	RESIDENTIAL	MAINT	RE-SIDE	\$ 36,237.00	\$ 18.12	\$ 591.54				5.00	414.08	-		-	419.08
2019-00277	SLP-2019-00190	07/26/19	KRISTIAN GAASLAND	8016	NE GARFIELD	RESIDENTIAL	MAINT	RE-SIDE	\$ 48,000.00	\$ 24.00	\$ 725.52				5.00	507.86	-		-	512.86
2019-00271	SLP-2019-00193	07/30/19	PARAMOUNT INVESTMENT GROUP LLC	540	NE MANOR	RESIDENTIAL	MAINT	RE-SIDE	\$ 15,000.00	\$ 7.50	\$ 291.86				5.00	204.30	-		-	209.30
2019-00253	SLP-2019-00167	07/15/19	MICHAEL & LISA ABRAMSHUK	8230	NE TERRACE RD	RESIDENTIAL	MAINT	RE-SIDE	\$ 21,885.00	\$ 10.94	\$ 406.24				5.00	284.37	-		-	289.37
2019-00239	SLP-2019-00152	07/01/19	IOLENE HOFFMAN	416	NE BALLANTYNE LN	RESIDENTIAL	MAINT	RE-SIDE	\$ 4,700.00	\$ 2.35	\$ 128.46					89.92	-		-	89.92
2019-00260	SLP-2019-00176	07/22/19	DAVID MCGURK	8136	NE 5TH ST	RESIDENTIAL	MAINT	RE-WINDOW	\$ 17,000.00	\$ 8.50	\$ 324.54				5.00	227.18	-		-	232.18
2019-00247	SLP-2019-00166	07/15/19	MICHAEL & DENISE DUNBAR	8308	NE FILLMORE	RESIDENTIAL	MAINT	RE-WINDOW	\$ 7,500.00	\$ 3.75	\$ 177.48				5.00	124.24	-		-	129.24
2019-00245	SLP-2019-00159	07/08/19	NANCY MERRINS	504	NE 78TH AVE	RESIDENTIAL	MAINT	RE-WINDOW	\$ 7,907.00	\$ 3.95	\$ 177.48				5.00	124.24	-		-	129.24
2019-00241	SLP-2019-00154	07/02/19	KATHRYN DAVID & ELLIOTT GLADER TRUS	8377	NE ABLE ST	RESIDENTIAL	MAINT	RE-WINDOW/DOOR	\$ 36,379.00	\$ 18.19	\$ 591.54				5.00	414.08	-		-	419.08
2019-00290	SLP-2019-00202	07/31/19	CTW GROUP	8371	NE 5TH ST	RESIDENTIAL	MECH	MECH	\$ -	\$ 1.00	\$ 80.00					56.00	-		-	56.00
2019-00288	SLP-2019-00201	07/31/19	STEWART TINGELSTAD	482	NE SANBURNOL DR	RESIDENTIAL	MECH	MECH	\$ -	\$ 1.00	\$ 80.00					56.00	-		-	56.00
2019-00286	SLP-2019-00199	07/31/19	VINCENT SMITH	400	NE LUND AVE	RESIDENTIAL	MECH	MECH	\$ -	\$ 1.00	\$ 80.00					56.00	-		-	56.00
2019-00285	SLP-2019-00197	07/30/19	DAVID & BETH GIRARD	7900	NE TERRACE RD	RESIDENTIAL	MECH	MECH	\$ -	\$ 1.00	\$ 200.00					140.00	-		-	140.00
2019-00283	SLP-2019-00196	07/30/19	RICHARD & ALICE JOHNSON	757	NE IONE AVE	RESIDENTIAL	MECH	MECH	\$ -	\$ 1.00	\$ 60.00					42.00	-		-	42.00
2019-00267	SLP-2019-00179	07/23/19	MICHAEL & REBECCA KEENAN	7974	NE VAN BUREN ST	RESIDENTIAL	MECH	MECH	\$ -	\$ 1.00	\$ 80.00					56.00	-		-	56.00
2019-00265	SLP-2019-00178	07/23/19	JASON KETZ	615	NE MAPLE ST	RESIDENTIAL	MECH	MECH	\$ -	\$ 1.00	\$ 60.00					42.00	-		-	42.00
2019-00263	SLP-2019-00183	07/24/19	JASON BARRETT	475	NE MANOR DR	RESIDENTIAL	MECH	MECH	\$ -	\$ 1.00	\$ 60.00					42.00	-		-	42.00
2019-00259	SLP-2019-00174	07/18/19	ANNA & MATTHEW PICCHETTI TRUSTEE	584	NE 78TH	RESIDENTIAL	MECH	MECH	\$ -	\$ 1.00	\$ 80.00					56.00	-		-	56.00
2019-00258	SLP-2019-00175	07/22/19	MARY SHIMANSKI	576	NE LUND AVE	RESIDENTIAL	MECH	MECH	\$ -	\$ 1.00	\$ 60.00					42.00	-		-	42.00
2019-00254	SLP-2019-00168	07/15/19	MICHAEL JOHNSON	768	NE IONE AVE	RESIDENTIAL	MECH	MECH	\$ -	\$ 1.00	\$ 80.00					56.00	-		-	56.00
2019-00250	SLP-2019-00162	07/09/19	DANIEL KUJAWA	1111	NE MANOR	RESIDENTIAL	MECH	MECH	\$ -	\$ 1.00	\$ 80.00					56.00	-		-	56.00
2019-00249	SLP-2019-00161	07/09/19	DIANNE SCHLIEP	710	NE SANBURNOL	RESIDENTIAL	MECH	MECH	\$ -	\$ 1.00	\$ 60.00					42.00	-		-	42.00
2019-00291	SLP-2019-00203	07/31/19	JASON BARRETT	475	NE MANOR DR	RESIDENTIAL	PLG	PLG	\$ -	\$ 1.00	\$ 60.00					42.00	-		-	42.00
2019-00287	SLP-2019-00200	07/31/19	STEWART TINGELSTAD	482	NE SANBURNOL DR	RESIDENTIAL	PLG	PLG	\$ -	\$ 1.00	\$ 60.00					42.00	-		-	42.00
2019-00273	SLP-2019-00186	07/24/19	CTW GROUP	8371	NE 5TH ST	RESIDENTIAL	PLG	PLG	\$ -	\$ 1.00	\$ 111.00					77.70	-		-	77.70
2019-00257	SLP-2019-00173	07/18/19	ONA FELTON	880	NE MANOR DR	RESIDENTIAL	PLG	PLG	\$ -	\$ 1.00	\$ 75.00					52.50	-		-	52.50
2019-00252	SLP-2019-00171	07/17/19	PAUL & LILA LOSLI	1243	NE 80TH AVE	RESIDENTIAL	PLG	PLG	\$ -	\$ 1.00	\$ 60.00					42.00	-		-	42.00
2019-00240	SLP-2019-00153	07/01/19	DAVID & AUDREY GWIAZDON	7715	NE JACKSON ST	RESIDENTIAL	PLG	PLG	\$ -	\$ 1.00	\$ 60.00					42.00	-		-	42.00
2019-00233	SLP-2019-00148	07/27/19	KATHRYN KNIGHT	541	NE IONE AVE	RESIDENTIAL	PLG	PLG	\$ -	\$ 1.00	\$ 60.00					42.00	-		-	42.00
2019-00275	SLP-2019-00187	07/24/19	ABANG ADAM	580	NE WESTBY DR	RESIDENTIAL	ZNG	ZNG	\$ -	\$ 60.00						42.00	-		-	42.00
2019-00270	SLP-2019-00185	07/24/19	F SHIPSHOCK	616	NE 82ND AVE	RESIDENTIAL	ZNG	ZNG	\$ -	\$ 60.00						42.00	-		-	42.00
2019-00269	SLP-2019-00184	07/24/19	JENNIFER REICHERT	1318	NE 78TH CIR	RESIDENTIAL	ZNG	ZNG	\$ -	\$ 60.00						42.00	-		-	42.00
2019-00268	SLP-2019-00180	07/23/19	JILL HOST	7912	NE 6TH ST	RESIDENTIAL	ZNG	ZNG	\$ -	\$ 60.00						42.00	-		-	42.00
2019-00255	SLP-2019-00169	07/16/19	DALE & VALERIE TOLLEFSON	7943	NE MCKINLEY ST	RESIDENTIAL	ZNG	ZNG	\$ -	\$ 60.00						42.00	-		-	42.00
2019-00238	SLP-2019-00165	07/12/19	TIMOTHY & PATRICIA FIELD	943	NE VICEROY DR	RESIDENTIAL	ZNG	ZNG	\$ -	\$ 60.00						42.00	-		-	42.00
2019-00237	SLP-2019-00164	07/10/19	NANCY & OMAR MAHDY & OSMAN	349	NE ROSEDALE	RESIDENTIAL	ZNG	ZNG	\$ -	\$ 60.00						42.00	-		-	42.00
			ADDL PLAN REVIEW	8371	5TH ST NE												\$ 75.00			75.00
			RENTAL INSPECTION	7934	SPRING LAKE PARK															75.00
			RENTAL RE-INSPECTION	7934	SPRING LAKE PARK										37.50					37.50
			RENTAL RE-INSPECTION	7934	SPRING LAKE PARK										37.50					37.50
			RENTAL RE-INSPECTION	7753	N ABLE ST										37.50					37.50
Please remit payment to:							\$676,510.36	\$359.20	\$11,113.12	\$2,813.94	\$354.96	\$0.00	\$0.00	\$112.50	\$65.00	\$7,779.20	\$2,738.94	\$75.00	\$354.96	\$11,200.60

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

Sign Permit

August 19, 2019

Spring Lake Park High School
1100 81st Avenue NE



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

Sign Permit Application

DATE: 7/23/19
NAME OF APPLICANT: Fourth Dimension Sign
ADDRESS OF APPLICANT: 1209 West County Rd. E, Arden Hills MN 55112
TELEPHONE NUMBER OF APPLICANT: 651-481-9036

NAME OF BUSINESS AND LOCATION of building structure, or lot to which or upon which the sign is to be attached or erected SPRING LAKE PARK, HIGH SCHOOL

1100 81st Ave NE, Spring Lake Park, MN 55432 (FOOTBALL FIELD)
New Construction: _____ Remodel: Word Change Only: _____

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

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

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

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

Address: 14333 Oral St. NE, Ham Lake, MN 55304 651-308-2917

Is an Electrical Permit required? NO

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

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

Convinced
SIGNATURE OF APPLICANT

FOR OFFICE USE ONLY:*****
FEE: 75.00 RECEIPT NUMBER: _____

DATE OF APPROVAL: _____ DATE OF ISSUE: _____

REASON FOR DENIAL: _____

ADDITIONAL REQUIREMENTS FOR SIGN PERMIT:

SQUARE FOOTAGE OF FRONT OF BUILDING: existing + added 2019

SQUARE FOOTAGE OF ALL EXISTING SIGNS: ~~1075.27 sqft~~ ~~(135.27) sqft~~ 1,174

SQUARE FOOTAGE OF PROPOSED SIGN OR SIGNS: (1,221.9) - 31.58 sqft 32A

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.

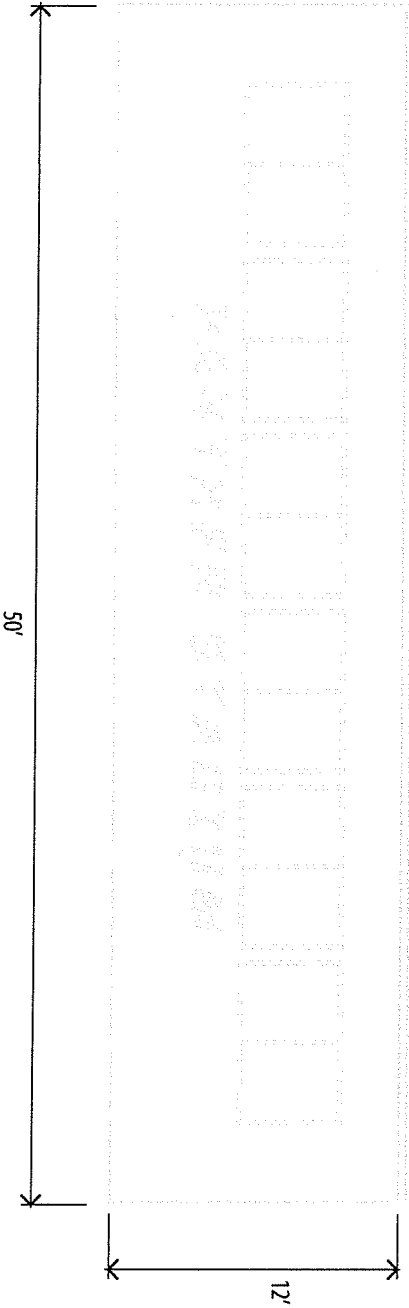
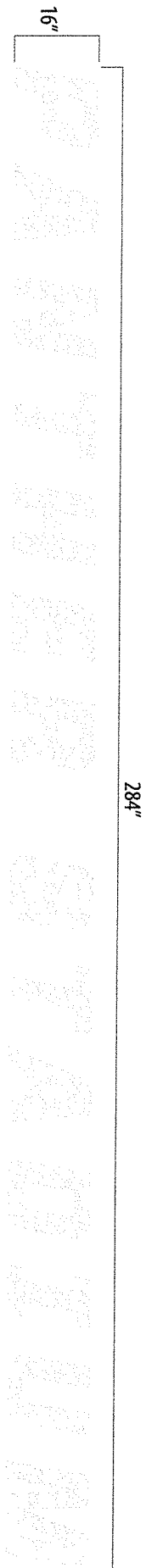
NOTE: ALL APPLICATIONS ARE DUE BY NOON ON THE TUESDAY PRECEEDING THE COUNCIL MEETING.

DRAWING:

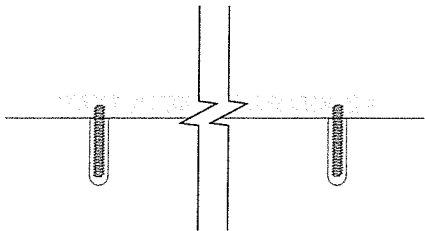
Proposed
32A - \$75.00

Flat Cut Aluminum
E3/A5.101
Qty: 1

327



31.55 SQ FT
12.44 lbs/letter
(174.22 lbs set)



1/2" flat cut aluminum clear anodized finish
drilled and tapped for blind stud mounting
United Italic Regular Black
Mounted with ^{1/4"-22} 24 Studs
Secured with silastic silicone adhesive
Mounting Pattern



Fourth Dimension
"Time is on our side"

ph: 651.481.9036 fx: 651.481.0613
1209 West County Road C, Suite 100
Arden Hills, MN 55112
www.fourthdimensioncnc.com

Approved by: _____

Date: _____

CUSTOMER
AVM Construction

PROJECT
Spring Lake Park High School

JOB NUMBER
106906

SUBMITTAL 1
4.29.19

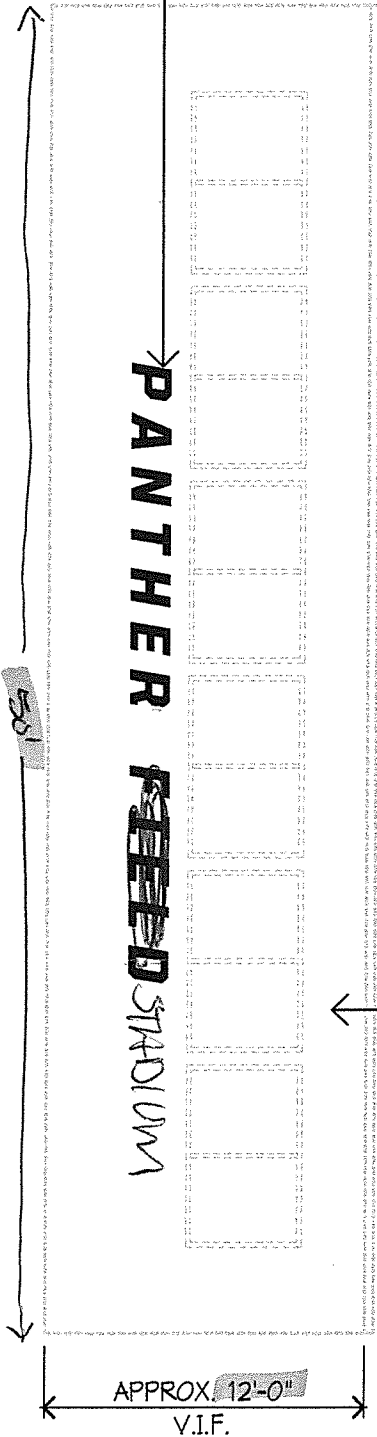
REVISION / DATE
2 / 7.16.19

SCALE
NTS - In proportion

SALES / PM
Corrine

Any and all artwork provided on this page is the property of Fourth Dimension CNC and is protected by all applicable copyright laws and can only be used by permission from Fourth Dimension CNC.

18" DIMENSIONAL LETTERING
FINISH: CLEAR ANODIZED
FONT: UNITED ITALIC REGULAR



E3

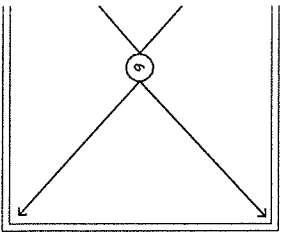
PRESS BOX EAST ELEVATION

1/8" = 1'-0"

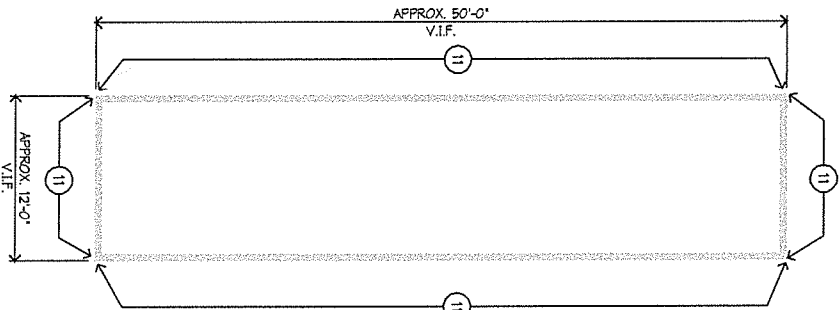


PT 6B

APPROX. 12-0"
V.I.F.



AGE SHED PLAN



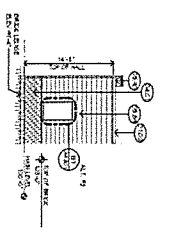
WALL HEIGHT APPROX. 12'-0" V.I.F.



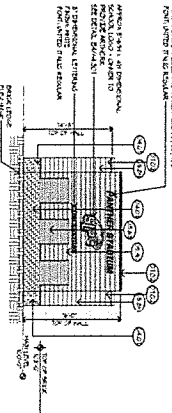
ES PRESS BOX PLAN

1/8" = 1'-0"

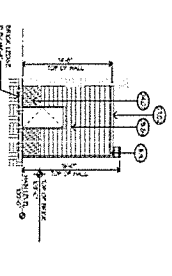




B1 CONCESSIONS - EAST ELEVATION
1/8" = 1'-0"

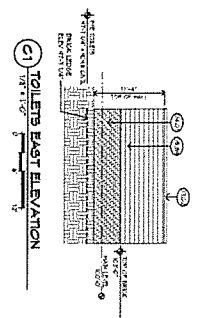


B2 CONCESSIONS - SOUTH ELEVATION
1/8" = 1'-0"

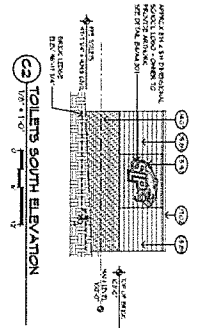


B4 CONCESSIONS - WEST ELEVATION
1/8" = 1'-0"

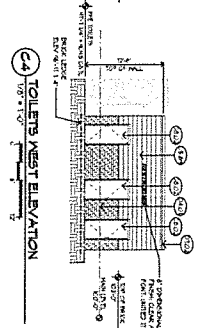
REVISIONS	
NO.	DESCRIPTION



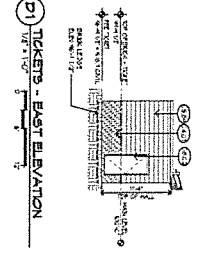
C1 TOILETS - EAST ELEVATION
1/8" = 1'-0"



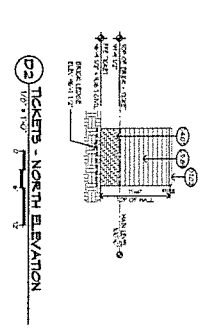
C2 TOILETS - SOUTH ELEVATION
1/8" = 1'-0"



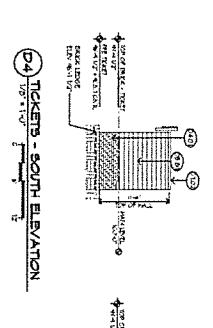
C4 TOILETS - WEST ELEVATION
1/8" = 1'-0"



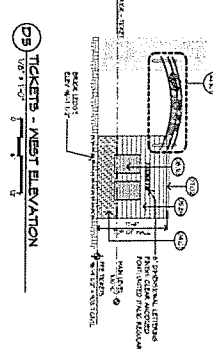
D1 TICKETS - EAST ELEVATION
1/8" = 1'-0"



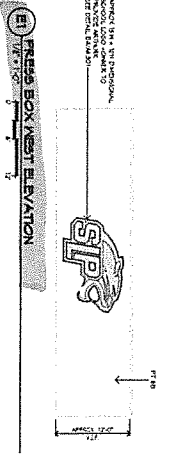
D2 TICKETS - NORTH ELEVATION
1/8" = 1'-0"



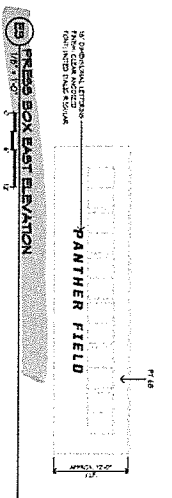
D4 TICKETS - SOUTH ELEVATION
1/8" = 1'-0"



D3 TICKETS - WEST ELEVATION
1/8" = 1'-0"



E1 PRESS BOX WEST ELEVATION
1/8" = 1'-0"



E2 PRESS BOX EAST ELEVATION
1/8" = 1'-0"

Spring Lake Park
High School
Improvements
Activities
172183
Independent School
District #16
1415 51st Ave. NE
Shing Lake Park, MN 55432



WOLD ARCHITECTS
301 W. WASHINGTON ST.
MINNEAPOLIS, MN 55401
Tel: 612.338.1100
Fax: 612.338.1101
www.woldarch.com

RONUS-ANDERSON,
Consulting Company
1400 Hennepin Avenue
Minneapolis, Minnesota 55402
Tel: 612.338.2000

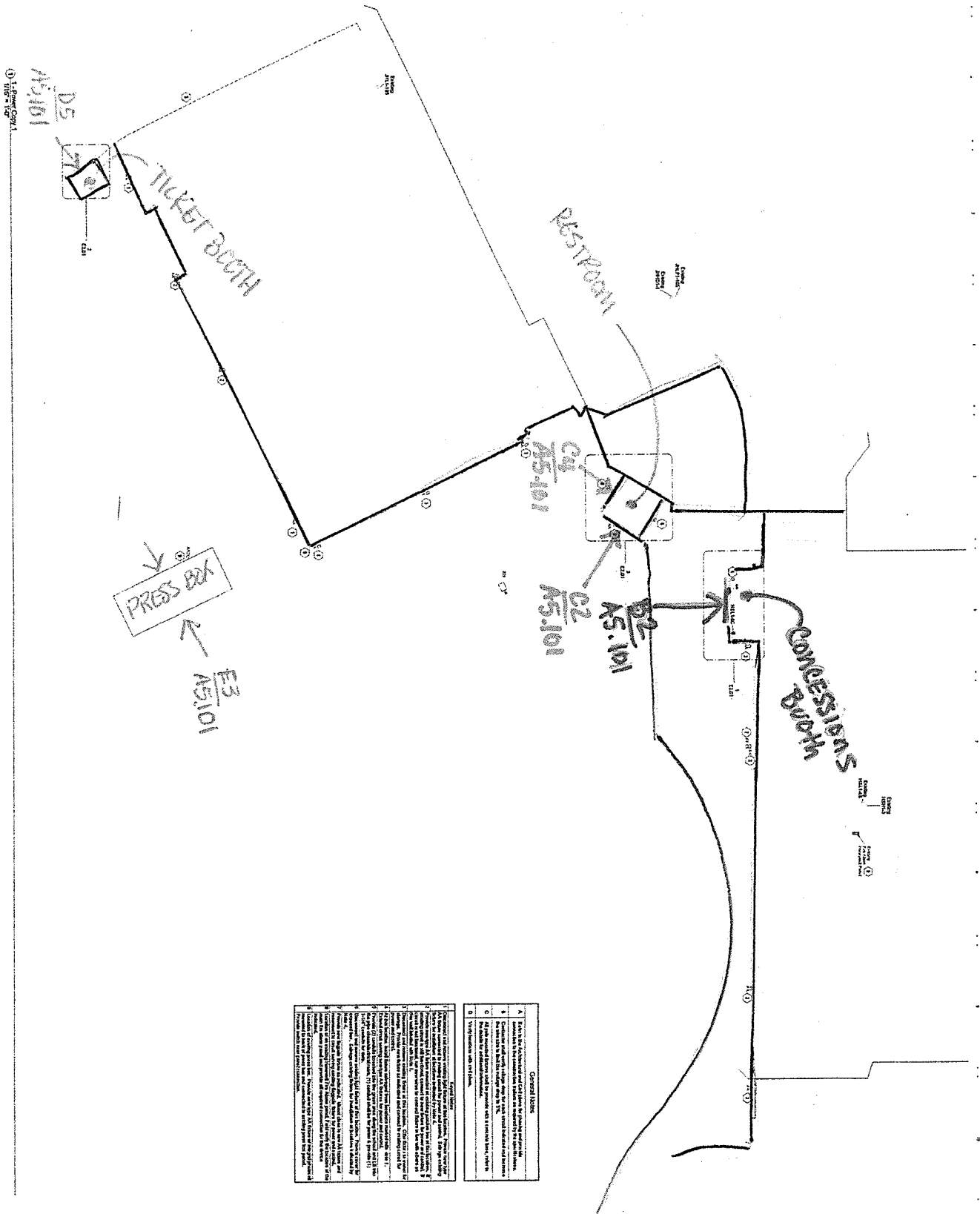
DATE: 01/27/16
DRAWN: JG/STW
CHECKED: JG/STW
DATE: 01/27/16
OWNER: IAS
PROJECT: SBH

1616

NO.	DESCRIPTION	DATE

WORLD ARCHITECTS
301 W. WASHINGTON ST.
MINNEAPOLIS, MN 55401
Tel: 612.338.1100
Fax: 612.338.1101
www.woldarch.com

A5.101



General Notes

1. All work shall be in accordance with the National Electrical Code (NEC) and all applicable local codes.
2. All work shall be done in accordance with the manufacturer's instructions for all equipment.
3. All work shall be done in accordance with the applicable portions of the National Electrical Safety Code (NESC).
4. All work shall be done in accordance with the applicable portions of the National Fire Protection Association (NFPA) Code 70E.
5. All work shall be done in accordance with the applicable portions of the International Brotherhood of Electrical Workers (IBEW) Code of Ethics.
6. All work shall be done in accordance with the applicable portions of the International Brotherhood of Electrical Workers (IBEW) Code of Conduct.
7. All work shall be done in accordance with the applicable portions of the International Brotherhood of Electrical Workers (IBEW) Code of Discipline.
8. All work shall be done in accordance with the applicable portions of the International Brotherhood of Electrical Workers (IBEW) Code of Standards.
9. All work shall be done in accordance with the applicable portions of the International Brotherhood of Electrical Workers (IBEW) Code of Values.
10. All work shall be done in accordance with the applicable portions of the International Brotherhood of Electrical Workers (IBEW) Code of Principles.
11. All work shall be done in accordance with the applicable portions of the International Brotherhood of Electrical Workers (IBEW) Code of Beliefs.
12. All work shall be done in accordance with the applicable portions of the International Brotherhood of Electrical Workers (IBEW) Code of Faith.
13. All work shall be done in accordance with the applicable portions of the International Brotherhood of Electrical Workers (IBEW) Code of Hope.
14. All work shall be done in accordance with the applicable portions of the International Brotherhood of Electrical Workers (IBEW) Code of Charity.
15. All work shall be done in accordance with the applicable portions of the International Brotherhood of Electrical Workers (IBEW) Code of Kindness.
16. All work shall be done in accordance with the applicable portions of the International Brotherhood of Electrical Workers (IBEW) Code of Gentleness.
17. All work shall be done in accordance with the applicable portions of the International Brotherhood of Electrical Workers (IBEW) Code of Patience.
18. All work shall be done in accordance with the applicable portions of the International Brotherhood of Electrical Workers (IBEW) Code of Humility.
19. All work shall be done in accordance with the applicable portions of the International Brotherhood of Electrical Workers (IBEW) Code of Modesty.
20. All work shall be done in accordance with the applicable portions of the International Brotherhood of Electrical Workers (IBEW) Code of Self-Control.

Wold Architects and Engineers
 2021 E. Grand Street
 Suite 200
 Minneapolis, MN 55425
 Phone: 612.338.8888
 Fax: 612.338.8889
 www.woldae.com

Paulson & Clark Engineers
 2021 E. Grand Street
 Suite 200
 Minneapolis, MN 55425
 Phone: 612.338.8888
 Fax: 612.338.8889
 www.paulsonandclark.com

Project: Spring Lake Park High School Improvements
Sheet: E1.01
Date: 01/15/2018

Author: [Name]
Checked: [Name]
Date: [Date]

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

North Arrow: [Symbol]

Legend: [Table with symbols and descriptions]

Electrical Overall Plan

E1.01

Spring Lake Park High School Improvements
 500 Spring Lake Park, Ancker Independent School District #16
 10000 Spring Lake Park, MN 55425

Wold

WOLD ARCHITECTS AND ENGINEERS
 2021 E. Grand Street
 Suite 200
 Minneapolis, MN 55425
 Phone: 612.338.8888
 Fax: 612.338.8889
 www.woldae.com

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

Contractor's Licenses

August 19, 2019

General Contractor

Howie's Construction, Inc.

SMC Construction, Inc.

Mechanical Contractor

East Central Mechanical Services, LLC.

Yale Mechanical

Sign Contractor

Twin Cities Sign Installations



Police Report

July 2019

Submitted for Council Meeting August 19, 2019

The Spring Lake Park Police Department responded to seven hundred and thirty-eight calls for service for the month of July 2019. This is compared to responding to five hundred and eighty-six calls for service for July 2018.

The Spring Lake Park Police Department would like to take this opportunity to remind everyone as the summer continues to go by, it will soon be time for school to start again. With school starting that means we will be seeing more school buses on our roadways, students walking/driving to and from school. The police department would like to ask for the community's assistance with allowing extra time for traveling to where ever you may be going, to help account for the added traffic of school buses and students walking/driving to and from school. Having a little extra time for commuting can sometimes make the difference and prevent a horrible accident from occurring.

Investigator Bennek reports handling a case load of thirty-six cases for the month of July 2019. Thirty of these cases were felony in nature, one of these cases were gross misdemeanor in nature and five of these cases were misdemeanor in nature. Investigator Bennek continues to monitor thirteen forfeiture cases along with his monthly case load and is attempting to bring all cases to a conclusion as soon as possible.

Investigator Bennek has noted that the police department has seen an up tick in "Crimes of Opportunity" in our city. Individual's are targeting unlocked vehicles in driveways during the overnight hours looking for valuable items to steal. Investigator Bennek did note taking a burglary report along County Road 10 in our city, where four vehicles were stolen. Investigator Bennek was able through his investigation, following up on leads and reviewing security video, to identify persons of interest in this case. These persons of interest have been arrested and charged with "Felony Burglary of a Business and Felony Theft", all four stolen vehicles have been located and returned.

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 July has been a busy month for myself as well. Besides handling the day to day operations of the police department, I attended meetings on a daily basis representing the City of Spring Lake Park and the Police Department. I was also able to fit in a weeks' vacation to the great State of Arkansas on a motorcycle trip, enjoying numerous sight-seeing adventures.

This will conclude the police report for the month of July.

Are there any questions?



Investigator
Tony Bennek

Spring Lake Park Police Department Investigations Monthly Report

July 2019

Total Case Load

Case Load by Level of Offense: 36

Felony	30
Gross Misdemeanor	1
Misdemeanor	5

Case Dispositions:

County Attorney	4
Juvenile County Attorney	2
City Attorney	2
Forward to Other Agency	0
SLP Liaison	0
Carried Over	21
Unfounded	2
Exceptionally Cleared	1
Closed/Inactive	4
Current active Forfeitures	13

Memorandum

To: Mayor Nelson and Members of the City Council

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

Date: August 14, 2019

Subject: Proposed Northtown Transit Hub relocation

The current Northtown Transit Hub is located on University Avenue, north of the 85th Avenue entrance to Northtown Mall. Mall ownership is working with Metro Transit to relocate the transit hub to the overflow parking lot on the south side of the mall, between Northtown Drive (the Mall ring road) and Sanburnol Drive. This relocation would be facilitated by a land swap whereby Metro Transit vacates its property and MnDOT right-of-way along Trunk Highway 47 (University Avenue) in exchange for the overflow parking lot land.



With the significant bus traffic that services the Transit Hub, staff believes it could be harmful to the Sanburnol residential neighborhood. Staff is working with Rep. Erin Koegel on this issue at the Metropolitan Council is a state agency. In addition, staff recommends the City Council approve a resolution requesting the City of Blaine deny a preliminary plat and conditional use permit requests made by the Mall to facilitate the transaction.

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

RESOLUTION NO. 19-24

A RESOLUTION IN OPPOSITION TO THE RELOCATION OF THE NORTHTOWN TRANSIT CENTER

WHEREAS, the cities of Spring Lake Park and Blaine share a common boundary at the centerline of Sanburnol Drive; and

WHEREAS, since the Mall's construction in 1972, the residential neighborhood along Sanburnol Drive and Northtown Mall have co-existed; and

WHEREAS, Metro Transit established a transit center at Northtown Mall, located along Minnesota Trunk Highway 47 between 85th Avenue and Anoka County State Aid Highway 3 to serve as a hub for transit serving the north metro; and

WHEREAS, over 300 busses per day stop at the Northtown Transit Center, with bus stops beginning before 5am in the morning and routes ending after midnight; and

WHEREAS, the current Transit Center is located on both Mall property and Metro Transit property; and

WHEREAS, Washington Prime Group has terminated its lease with Metro Transit and is seeking the relocation of the Northtown Transit Center to an overflow parking lot abutting Sanburnol Drive, allowing them to add additional retail pads along University Avenue; and

WHEREAS, the relocation of the Northtown Transit Center to Sanburnol Drive would be detrimental to the citizens of Spring Lake Park, increasing traffic volumes, creating offensive odors, fumes, noise and vibration from the idling busses, and diminishing property values; all of which will negatively impact the quality of life of the Spring Lake Park residents living along Sanburnol Drive; and

WHEREAS, there are other alternative sites on the Northtown Mall property along Northtown Drive that would be more suitable for the relocation of the Northtown Transit Center without the negative impacts created at the Sanburnol site.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SPRING LAKE PARK, MINNESOTA THAT THE CITY COUNCIL EXPRESSES ITS STRONG OPPOSITION TO THE RELOCATION OF THE NORTHTOWN TRANSIT CENTER TO SANBURNOL DRIVE AND ENCOURAGES METRO TRANSIT AND WASHINGTON PRIME GROUP TO IDENTIFY AN ALTERNATIVE LOCATION FOR THE TRANSIT CENTER.

The foregoing resolution was moved for adoption by Councilmember .

Upon roll call, the following voted aye:

And the following voted nay: .

Whereupon the Mayor declared said resolution duly passed and adopted this 19th day of August, 2019.

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer



Memorandum

To: Mayor Nelson and Members of the City Council

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

Date: August 13, 2019

Subject: Parks and Recreation Director

On behalf of the selection committee, I am pleased to present Kay Okey's name to the City Council for appointment to serve as the next Parks and Recreation Director.

The City Council authorized staff to begin a hiring process to fill the Parks and Recreation Director position. Current Parks and Recreation Director Marian Rygwall informed the City of her intention to retire from her position effective August 31, 2019. We are grateful for Director Rygwall's service to the City, in a variety of roles, over the past 41 years.

A selection committee was formed to evaluate candidates and present a candidate to the City Council for approval. I would like to express my thanks to Police Chief Ebeltoft, Public Works Director Randall, Executive Assistant Gooden and Parks and Recreation Commission Chair Barbara Harlan for participating on the selection committee.

Fifteen individuals applied for the Parks and Recreation Director position. These applications were evaluated based on the criteria set forth in the job description. Five candidates were selected to participate in the interview process, which occurred on August 8, 2019. The candidates were asked to put together a 10-15 minute presentation outlining a plan of action for how he/she would address what he/she perceives to be the most pressing issues facing our Parks and Recreation Department; indicating, in priority order, what issues he/she would address and what his/her plan of action would entail. The candidates then sat down for a formal interview with the panel.

We were impressed with all the candidates. Four of the five members of the selection panel listed Kay Okey as their first choice. The fifth member listed Kay as their second choice.

Kay has a wide variety of education and experience that will benefit the City. She has a Bachelor's Degree in Recreation Leadership and a Masters Degree in Recreation Management, both from the University of Wisconsin - La Crosse. She has served as a Recreation Coordinator with the City of Spring Lake Park for the past five years, where she has planned classes, day trips and special events for youth, adults, families and senior citizens, as well as leading our extended tour program. Prior

to that, Kay has served as an Academic Advisor at Walden University for 1 year, the Assistant Director of Student Life at Normandale Community College for 6 years before being promoted as the Director of Student Life at Normandale Community College, where she served for 2 years. A copy of her resume is attached for your review.

Staff is recommending Kay start at Step 2 of the salary schedule for Parks and Recreation Director, which is \$34.80/hour (\$72,384/year). This salary recommendation is made in light of her years of service with the City of Spring Lake Park, as well as her past management experience.

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

Kay Okey



Summary

Goal-oriented, highly skilled and flexible. Proven organizational and planning expertise. Self-motivated. Non-profit, for-profit, management, and employee supervision experience.

Professional Profile

Budgeting and Contracts

- Directed Work Plan Development for department consisting of over 20 cost centers, total budget responsibility \$500,000
- Developed budget and controlled expenditures for extended travel program
- Responsible for facility rental contracts, service agreements and catering
- Student Life Department Budget Committee Chair
- Purchased supplies and managed inventory
- Sourced quotes for travel – motor coaches, hotels, activities
- Ensured all payments processed in a timely manner
- Handled cancellations/refunds pertaining to cancellations
- Grant Management

Supervision

- Supervised, trained and hired full time staff, part time staff and volunteers
- Served as the campus expert on MnSCU policies governing student activities
- Hired, trained and evaluated twenty student staff per semester for information desk, orientation leaders, recreation sports assistants and officials
- Advised 40 student groups on fundraising and leadership skills
- Wrote Core Learning objectives for department including development of mission statement and objectives

Marketing and Sales

- Developed marketing strategies and time lines for print, list-serve and social media. Increased email list from program specific to entire users of registration system – 1,550
- Created and published newsletter and promotional flyers for events
- Managed online registration system installation and training
- Direct Sales Representative for outdoor outfitter
- Nordic Track Sales Associate

Event and Recreation Program Planning

- Coordinated, created and marketed adult enrichment programs. Increased program offerings by 50%
- Created a comprehensive recreational sports and outdoor program for students including team sports, metro league, informal sports, and wellness activities. Increased intramural basketball from pick up games to a 10-team league
- Established Fitness Center policy and procedures for new facility including coordinating facility with classes, continuing education and special events
- Developed risk management practices for all activities within state guidelines
- Created outdoor rental center policies, procedures and programs

Kay Okey

- Coordinated Orientation Committee and program for campus, presented to 150 students per session
- Coordinated annual student Recognition Banquet and speaker programs
- Advised over 40 clubs on programming planning
- Coordinated park field maintenance – field markings, ice rinks

Organization and collaboration

- Created and managed control access desk for athletic facility for multiple stakeholders
- Successfully chaired orientation committee consisting of eleven different departments
- Liaison to city parks and recreation department
- Served as gymnasium facility reservation coordinator for campus and external clients
- Residence Hall Director for two hundred students
- Liaison with city recreation department for field and park usage
- Chaired Tower Days meetings in absence of Director

Work History

February 2014 – present, Recreation Coordinator, Spring Lake Park Recreation, Spring Lake Park, MN

February 2013 – February 2014, Academic Advisor, Walden University, Minneapolis

July 2010 - June 2012, Director of Student Life and Recreational Services, Normandale Community College, Bloomington, MN

December 1996 – July 2010, Assistant Director Student Life and Recreational Services, Normandale Community College, Bloomington, MN

Volunteer Experience and other related work experiences

1996 - Present, Volunteer Instructor, Becoming an Outdoor Woman, St. Paul, MN

2012 – Present, Minnesota Master Naturalist

2012 – Present, Nordic Walking Instructor

2000-2006 - Education Workshop Coordinator, Becoming an Outdoor Woman
Course Selection and safety management

Education

UW La Crosse, La Crosse, WI

- Master of Science – Recreation Administration
- Bachelor of Science – Recreation Leadership

References - available upon request



Memorandum

To: Mayor Nelson and Members of the City Council
From: Daniel R. Buchholtz, MMC, Administrator, Clerk/Treasurer
Date: August 13, 2019
Subject: Authorize Hiring Process for Recreation Program Supervisor

With the pending appointment of Kay Okey to Parks and Recreation Director, staff is seeking authority from the City Council to begin a hiring process for a Recreation Program Supervisor.

The salary range for the Recreation Coordinator position is \$24.32 - \$31.19/hour (\$50,585 - \$64,875/year).

The proposed job description for the Recreation Program Supervisor position is attached for your review.

Staff recommends the City Council authorize staff to begin a hiring process to fill the vacant Recreation Program Supervisor position.

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

**CITY OF SPRING LAKE PARK
JOB DESCRIPTION**

JOB TITLE: Recreation Program Supervisor

DEPARTMENT: Parks & Recreation

REPORTS TO: Director, Parks & Recreation

DATE: June, 2013

POSITION SUMMARY:

Assist in the development and implementation of a comprehensive recreation program. Plan, organize and supervise a variety of recreation programs for youth through adult. Develop and maintain effective public relations materials.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Plan, implement and evaluate individual recreation activities including classes, outings, special events, and playground programs.
- Assist in the organization of youth and adult sports leagues.
- Research new program areas and hire instructors to conduct classes and seminars in a continuing effort to stimulate new interests in the community.
- Subject to Director's approval, interview, hire, train and supervise part-time employees including instructors, and seasonal employees.
- Visit evening classes on a regular basis to keep in touch with the instructors, participants and school personnel and to solve problems as they arise.
- Conduct verbal and/or written program evaluations and interest surveys in order to more effectively evaluate the program.
- Coordinate facility usage with ISD 16 Community Services.
- Promote public relations through use of brochures, flyers, school announcements. Local media, posters, phone contacts, written correspondence and website.
- Keep program records updates. Assist in the preparation of the quarterly and annual reports which clearly identify existing program activities, extent of participation, financial over view and current trends.
- Initiate and control supply and equipment purchases to replenish existing inventories or provide additional items necessary for programs.
- Familiarize assigned personnel to city and department policies and procedures, and clearly communicate the duties and responsibilities assigned so personnel may proceed with certainty in performance of their positions.
- Evaluate the performance of assigned personnel as the basis for counsel and guidance.
- Keep the Director informed of all important developments and results being achieved in the overall program and prepare special reports or documents as requested.
- Accept opportunities to serve in an advisory capacity to community organizations and attend various meetings when needed.
- Handle citizen complaints and concerns in a polite and professional manner.
- Provide general program information and assistance to the public in person or over the phone.
- Process registrations, keep records and perform clerical program support as needed.
- Provide support to youth sports organizations as needed.
- Keep the Director informed of any issues/concerns which may affect the management of the recreation program.
- Perform other duties as assigned.

KNOWLEDGE, SKILLS AND ABILITIES:

- Possess effective oral and written communication skills.
- Have good leadership skills as well as organizational skills.
- Skilled in marketing, public relations and inter-agency cooperatives.
- Ability to work independently.
- Have a thorough understanding of recreation theory and philosophy.
- Must have knowledge in programming of recreation and leisure services for all ages.

MINIMUM QUALIFICATIONS:

- Bachelors Degree in Recreation, Parks & Leisure Services or equivalent field.
- Minimum 2 years of responsible experience in municipal recreation or equivalent.
- Previous supervisory experience.

DESIRED QUALIFICATIONS:

- Experience with Microsoft Word, Publisher, Outlook, Power Point and Excel.
- Experience in web-site design and on-line registration systems.



Memorandum

To: Mayor Nelson and Members of the City Council

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

Date: August 13, 2019

Subject: Authorize PERA Phased Retirement for Marian Rygwall

With the Parks and Recreation Department being short-staffed due to the pending retirement of Director Marian Rygwall and the appointment of Kay Okey to fill the Director position, we are seeking authorization to allow Ms. Rygwall to continue working for the City on a part-time basis until we are able to fill the Recreation Program Supervisor position.

PERA offers a “Phased Retirement” option which allows Ms. Rygwall to continue working with the City for up to 1,044 hours per year while being able to begin collecting her pension. Ms. Rygwall would go to a part-time status, which would significantly reduce her benefit costs as she would no longer be eligible for health insurance. As she would begin collecting her pension, she would be exempt from PERA as well, saving 7.5% of salary.

The “Phased Retirement” designation would be valid for one year or her working 1,044 hours, whichever came sooner. We anticipate that Ms. Rygwall will continue on with us until we conclude the hiring process for the Recreation Program Supervisor. This is especially critical for September as Kay will be out of the office leading two extended trips that month.

If you have any questions, 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 8.19.19 Meeting**
File No.: R-18GEN

Note: Updated information is shown in *italics*.

MS4 Permit (193802936).

Annual Report and Public Meeting was held on June 17, 2019. Annual report has been submitted. Annual Training will be completed before December.

Local Surface Water Management Plan (LSWMP) (193803949).

Council adopted on 4-15-19. *Currently working with the Administrator on Ordinance revisions.*

2019 Sanitary Sewer Lining Project (193804547).

This project includes sewer lining in the area near TH65 and Osborne Rd. *Construction Contracts were signed on July 31st. Construction will begin in August with initial cleaning and televising.*

2019 Street Seal Coat and Crack Fill Project (193804625).

This project includes streets in the area north of 81st Avenue between Monroe and Able. *Crack repair construction and seal coat work was completed in July. Initial street sweeping has been completed. A second street sweeping will be completed this month. Pavement markings will follow.*

Arthur Street (Well 5) Water Treatment Plant Evaluation (193801776 Task 300): Filter media has been replaced and test results are encouraging. A comprehensive plant maintenance project to repair damage from a chlorine leak and to complete ongoing maintenance is being considered. *The LMC insurance has been contacted and is considering the claim that has been submitted.*

Bituminous Trail (on Osborne Rd. from TH 65 to Central Avenue)(193804584):

Trail paving has been completed. Seeding will be delayed until September.

Garfield Pond Improvements Project (193804750): A neighborhood open house was held on April 29th. *Geotechnical borings have been completed. Continue communication with the neighbors. Meetings are being scheduled with the Department of Natural Resources and Rice Creek Watershed District.*

Hy-Vee Project. Site utility work is substantially complete. 81st Avenue/Highway 65 and for CSAH 35 (Central Avenue) *construction continues.*

Crews remain on-pace to wrap-up the roadway and surface improvement work by Labor Day. Work is about 75% complete on TH 65, 81st Ave NE, and CR 35. Moving forward, crews will be completing the NE quadrant work at TH 65 and 81st Ave.(curb, bus stop sidewalk, paving, slope grading). Once completed, they have a couple days of work in the TH 65 median on the south leg of the intersection. This will be followed by final restoration, wear course, and striping.

Final work on the TH65 signal system might lag into September, but the intersection should still be functioning before then, as all other work should be completed. The new signal steel can go up and the temporary signal components can be removed with limited additional disturbance.

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



CORRESPONDENCE

5400 Auto Club Way
Minneapolis, MN 55416-2567
Tel (952) 927-2531
Fax (952) 927-2559
AAA.com

Minneapolis Auto Club Foundation for Safety

Grant Recipient Notice

Dear Doug Ebeltoft,

On behalf of the Minneapolis Auto Club Foundation for Safety, I would like to congratulate the Spring Lake Park Police Department on being selected for a \$500.00 grant to go towards the mobile public traffic speed notification system. In order to be considered for future grants, please complete the Grant Performance Report at AAA.com/Grants within 30 days of the completion of your event.

If you have any questions, or if there is any way the Minneapolis Auto Club Foundation for Safety can further support your event or organization, please let us know by emailing Foundation@AAAMinneapolis.com.

Thank you for your dedication to traffic safety initiatives in the Hennepin County area.

Sincerely,



Meredith Terpstra

Community Relations and PR Specialist

The \$ 500.00 grant for mobile public traffic speed notification system was awarded by the Minneapolis Auto Club Foundation for Safety Review Committee in July 2019.

What is the Adopt-a-Drain program?

An exciting new water pollution prevention program, Adopt-a-Drain, is now available in the Twin Cities metro area. We invite cities, watershed districts, and community organizations to become partners in the program.

Adopt-a-Drain engages local residents in water-friendly practices by asking them to claim responsibility for a storm drain in their neighborhood and commit to keeping it clear of debris to protect local waterways. Participants sign up for the program

online at Adopt-a-Drain.org, and create an account that allows them to adopt and un-adopt drains, report the amount of debris they collect, and share stories and photos via Facebook, Twitter, and Instagram.

Adopt-a-Drain is a project of Hamline University. We take care of program administration such as: managing the website, overseeing social media and email accounts, developing and implementing marketing materials and campaigns, conducting program research and evaluation, creating annual reports, and providing customer and administrative support to participants and partner organizations.

Contact us at: adoptadrain@hamline.edu



Residents adopt storm drains and commit to sweeping up leaves, trash and other debris. We've already diverted nearly 125,000 pounds of trash and organics from local waterways.

BENEFITS TO PARTNERS

- Membership in a program endorsed by the MPCA to meet MCM2: public participation and involvement
- Downloadable lists of residents in your area interested in water issues
- Customizable print and electronic resources for promoting Adopt-a-Drain to residents
- Delivery of informational packets and customized yard signs to participants for an additional fee
- Blog and social media posts for timely and consistent messaging to residents
- Reduced flood risk and improved water quality by mobilizing residents to clear storm drains

Become a partner in Adopt-a-Drain by joining the Metro Watershed Partners

Cities pay seven cents per person (based on total population) per year, and watershed districts pay a recommended fee based on their annual operating budget. See schedule of fees for city membership in the table to the right. Please contact us to request an invoice or with any questions about membership.

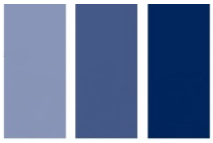


There are currently more than 4,000 Adopt-a-Drain participants in the Twin Cities metro area. We're aiming to be the land of 10,000 storm drain adopters!

Population	Range
400,000+	\$28,000 - \$35,000
250,000 - 399,999	\$17,500 - \$27,999
100,000 - 249,999	\$7,000 - \$16,499
90,000 - 99,999	\$6,300 - \$6,999
80,000 - 89,999	\$5,600 - \$6,299
70,000 - 79,999	\$4,900 - \$5,599
60,000 - 69,999	\$4,200 - \$4,899
50,000 - 59,999	\$3,500 - \$4,199
40,000 - 49,999	\$2,800 - \$3,499
30,000 - 39,999	\$2,100 - \$2,799
20,000 - 29,999	\$1,400 - \$2,099
10,000 - 19,999	\$700 - \$1,399
1 - 9,999	\$350 - \$699

Benefits of Watershed Partners membership

- Compelling monthly blog stories about local residents taking action to improve water quality on cleanwatermn.org
- An archive of professional photographs featuring local people modeling target clean water behaviors, updated monthly
- Monthly meetings with presentations by informative speakers
- Adopt-a-Drain exhibit at the Minnesota State Fair in the Eco Experience building
- Recognition as a supporting partner of Adopt-a-Drain for residents in your service area
- Customizable Adopt-a-Drain promotional resources
- Purchase mailed packets and yard signs for Adopt-a-Drain participants



Bradley

MEMORANDUM

To: Bradley Law, LLC Clients and Other Interested Parties
From: Mike Bradley, Michael Athay, and Vince Rotty
Re: FCC Cable Franchising *Third Report and Order* Summary
Date: August 5, 2019

On Friday, August 2, 2019, the FCC released the attached *Third Report and Order* (the “Order”) on the cable franchising docket. As we mentioned previously, the Order was passed by the FCC on a 3-2 vote on August 1, 2019. The Order will become effective 30 days following publication in the Federal Register. We expect publication to occur in the next 10 to 30 days, which means the Order could be effective as early as mid-September. The Order largely follows the draft Order that the FCC released in July. References to *City of Philadelphia et al.* in the Order are references to our municipal coalition. The following is a high-level summary of the Order.

Most “In-Kind” Non-Monetary Provisions are now Considered Franchise Fees

You will recall that the FCC had tentatively concluded that all “in-kind exactions” are franchise fees subject to the franchise fee cap. We argued that non-monetary franchise provisions are not exactions and could not be considered a “tax, fee or assessment” (as required by the Cable Act) and therefore not a franchise fee. Even though the FCC has still provided no basis for calling these non-monetary franchise provisions an exaction, the FCC in the Order still classifies non-monetary franchise provisions as franchise fees. The FCC did not reach a conclusion with respect to the treatment of PEG channel capacity. The order states that while “we find that the costs associated with the provision of PEG channel capacity are cable-related, in-kind costs that fall within the definition of ‘franchise fee,’ we find the record insufficiently developed to determine whether such costs should be excluded from the franchise fee as a capital cost...” As a result, the FCC deferred on this issue related to PEG channel capacity for a subsequent rulemaking. The attached chart illustrates the impact of the Order on existing cable franchise fees.

Exclusions from Franchise Fees - Capital Costs Defined

We opposed the FCC’s tentative conclusion that PEG capital expenses excluded from franchise fees was limited to construction of PEG facilities. The Order ruled that “capital costs” “generally encompasses costs incurred in acquiring or improving capital assets for PEG access facilities,” which is much closer to common practice and much better than initially proposed in the FNPRM. The definition of capital costs is important because PEG capital costs can be excluded from the franchise fee. The attached chart shows certain PEG capital costs that continue to be excluded from franchise fees.

Bradley Law, LLC

Fair Market Valuation of Non-Monetary Provisions

We had argued that if non-monetary franchise provisions were included in the franchise fee, the value of these provisions should be at the operator's cost, rather than fair market value as proposed by the FCC. The FCC disagreed and left it at fair market value. The cable industry argued that the cable operator should be allowed to determine fair market value. The FCC ruled it “believe[s] that fair market value, where there is a product in the market, is the most reasonable valuation for in-kind contributions because it is easy to ascertain – cable operators have rate cards to set the rates that they charge customers for the services that they offer” (footnote omitted).

Modification of Cable Franchises to Comply with Order

The draft order had required a cable operator and local franchising authority to use the modification process pursuant to Section 625 of the Cable Act to accomplish any necessary cable franchise modifications caused by the Order. The modification would be done at the local level and if dissatisfied, the cable operator could seek judicial review. The Order deviated from that approach and instead ruled that to “the extent a franchise agreement that is currently in place conflicts with this Order, we encourage the parties to negotiate franchise modifications within a reasonable time (footnote omitted). If a franchising authority refuses to modify any provision of a franchise agreement that is inconsistent with this Order, that provision is subject to preemption under section 636(c).”

Order Is Prospective Only - Not Retroactive

We had argued that there should be no retroactive application of the FCC's new rule about franchise fee calculation. The FCC ruled that the “franchise fee rulings we adopt in this Order are prospective (footnote omitted). Thus, cable operators may count only ongoing and future in-kind contributions toward the five percent franchise fee cap after the Order is effective.”

Settlement Agreements

We also asked the FCC to clarify that provisions in Settlement Agreements are not part of franchise fees. The FCC did not address Settlement Agreements in the Order.

Statutory Franchise Fee Cap may be Different from Franchise Fee in Cable Franchise

Franchising authorities should consider that there should be no franchise fee off set unless and until the value of the non-monetary franchise provisions exceed the Cable Act's cap of 5% of the cable operator's gross revenues. Even if a franchising authority is receiving a franchise fee per a cable franchise, if there are exclusions in the definition of gross revenues in the cable franchise it may actually be less than the Cable Act's statutory franchise fee cap.

Mixed Use Networks

The Order preempts state and local governments from requiring any franchise or license for the provision of other services over a cable system, such as internet services. This will not have an immediate fiscal impact on most state and local governments short term, but state and local governments may have authority now or in the future to require franchises or licenses of internet providers separate from cable franchises and receive a gross revenue fee. This could be a significant loss of revenue and authority long term for state and local government as most expect internet revenues to continue to rise in the foreseeable future.

Recommendations

- Review your cable franchise to see to determine the potential impact from the Order. You may need to seek modifications to your existing cable franchise. We are ready to assist in these negotiations.
- Keep a close watch of franchise fee payments received after the *Third Report and Order's* effective date to identify whether a cable operator has unilaterally identified in-kind contributions it claims are subject to offset, unilaterally determined the fair market value of those contributions, and begun offsetting its calculation of fair market value against its franchise fee obligations. Nothing in the Order excuses operators from stating and justifying the basis for reduced cash payments, and LFAs should be prepared to challenge cable operators on this issue. We are ready to assist in challenging unilateral fee reductions allegedly based on the Order.
- If you haven't done so already, share this information with key municipal stakeholders. These rule changes are likely to affect municipal budgets in a way that reaches beyond PEG operations and access channels. We're happy to help with this process any way we can.
- Consider participating in the appeal of the Order. We will be recommending a direct appeal to the United States Court of Appeals and seeking an immediate stay of the Order pending the final decision in the appeal. We will be providing more information on the appeal project in the coming days.
- Be prepared for another Further Notice of Proposed Rulemaking related to whether PEG channel capacity should also be excluded from the cable franchise fee.

**Impact of FCC's Cable Franchising *Third Report and Order*
on Non-Monetary "In-Kind" Cable Franchise Provisions**

Non-Monetary Franchise Fees	Excluded From Franchise Fees
<p>PEG-Related Contributions Fall under Franchise Fee unless specifically exempt</p> <p><u>PEG Transport</u></p> <ul style="list-style-type: none"> • Use of transport lines for "Episodic" or "Short-Term" PEG programming is an operating cost that is subject to the franchise fee cap. • The ongoing costs associated with the maintenance or operation of PEG Transport would not qualify as a capital expenditure. <p><u>PEG Channel Capacity</u></p> <ul style="list-style-type: none"> • Deferred action for further rulemaking to determine whether PEG channel capacity should be excluded as a capital cost. 	<p>Capital Cost Exception for PEG Access Facilities</p> <ul style="list-style-type: none"> • Capital Costs "generally encompasses costs incurred in acquiring or improving capital assets for PEG access facilities." • Capital Costs "should be interpreted in a manner consistent with its ordinary meaning." • "Could encompass the acquisition of a non-construction-related capital asset – such as a van or camera." • The installation of transport facilities dedicated for long-term use by a PEG provider for the transmittal of recurring programming to a cable headend or other point in the cable system.
<p>Institutional Networks (I-Nets)</p> <ul style="list-style-type: none"> • Costs associated with the construction, maintenance, and service of an institutional network (i.e., all costs associated with an institutional network) 	
<p>Free and Discounted Cable Service to Public Buildings</p>	
	<p>Build-Out Requirements</p>
	<p>Customer Service Requirements</p>

NORTH METRO TV

TO: OPERATIONS COMMITTEE/CABLE COMMISSION
FROM: HEIDI ARNISON
SUBJECT: FCC FNPRM SUMMARY
DATE: 8/13/2019

As you are all aware, the FCC released a Third Report and Order that reinterprets certain provisions of the Cable Act. The Third Report and Order has essentially revised the definition of franchise fees to include the value of in-kind provisions. This allows cable operators to subtract the fair market value of these in-kind provisions from the 5% franchise fee.

In-Kind Provisions That Can Be Deducted From Franchise Fees

- Free or discounted cable service to public buildings and schools
- Costs in support of PEG access other than capital costs
- Costs contributable to the construction, maintenance and service of I-Nets
- Maintenance and use of PEG transport facilities
- Any number of provisions not clearly defined in the Order.

In-Kind Provisions That Can Not Be Deducted From Franchise Fees

- Capital Costs for PEG access facilities
- Build-out requirements
- Customer service obligations
- PEG channel capacity (at this time)

What This Means For Us

- The Order is prospective only, so cable operators can't recoup past franchise fee payments
- It applies to existing franchises
- Assumes cable operators and franchising authorities will agree to franchise deductions and/or franchise modifications without waiting for the renewal process
- The FCC encourages the parties to negotiate franchise modifications within a reasonable time and finds that 120 days should be a reasonable time to come to an agreement
- The Order does not become effective until after 30 days after publication in the Federal Register. Could be effective as soon as September 13th or as late as September 30th.
- The Order did not address Settlement Agreements. This is very important for us, as we have a Settlement Agreement that allows us to use PEG fees for operating costs until our current franchise is renewed.

What We're Doing

- Determining non-monetary provisions in our current franchise that could be considered in-kind provisions
- Creating options regarding those provisions for Cities to consider (keep it or let it go)
- The Cable Commission will participate in the appeal of the Order.
- A Stay will be requested.
- Developing a Strategic Plan for moving forward through franchise renewal

Highway 65 Study – July 2019 Talking Points

The following lists include talking points related to the Highway 65 Study as of July 2019. These talking points are meant to be used by project team members, city/county staff, PAC members and elected officials to respond to questions and comments they may receive as a result of the planned engagement events in summer/fall 2019.

General talking points about the study

- Highway 65 between Bunker Lake Boulevard and County Road 10/Mounds View Boulevard currently has capacity, access, and mobility issues. The highway also has safety concerns for vehicles, bicycles, and pedestrians.
- The Minnesota Department of Transportation in partnership with Anoka County and the cities of Blaine, Ham Lake and Spring Lake Park are studying the Hwy 65 corridor to identify cost-effective roadway alternatives to address congestion, access, and safety issues. The study will explore frontage road options, particularly between 99th Ave and 109th Ave in Blaine.
- The study kicked off in August 2018 and will be completed by summer 2020.

General talking points about innovative intersections

- The project team is exploring new tools, like innovative intersection designs, to make corridor improvements.
- Newer innovative intersections can improve safety and traffic flow by reducing the number of different traffic movements at the intersection—like left turns, through traffic and cross traffic.
- Benefits of innovative intersections include:
 - Improved Traffic Flow
 - More traffic can get through the intersection, faster. Some intersections could handle up to 1,000 more cars in an hour.
 - Shorter Wait Times
 - Less time waiting, especially at cross streets. Some wait times could be reduced by 70 percent.
 - Improved Safety
 - Reduced locations for potential conflict. Intersections could see 30 to 50 percent fewer crashes.
- Traditional solutions, like major bridges and converting Highway 65 to a freeway, may not be feasible when right-of-way, cost and environmental factors are considered. Innovative

intersections typically cost less, work better and use less space than traditional solutions like interchanges.

- The Minnesota Department of Transportation does not yet know what the solutions will be. The project team is evaluating what designs will work well and where, and gathering input from the public to understand their reactions to the new intersection designs. MnDOT plans to present more specific alternatives for the corridor in fall 2019.

Specific talking points about intersection concepts

There are four different types of innovative intersection designs that the project team is considering.

Displaced Left Turn

- Left-turning traffic crosses over opposing traffic before the main intersection using a special signalized lane, allowing left-turning traffic to move through the intersection at the same time as traffic continuing straight.
- People walking and biking may have to cross more lanes than at a typical intersection. Usually, more time is given for pedestrian crossings at this type of intersection.
- Benefits:
 - Shorter wait times at signals
 - Moves more traffic
 - Fewer locations for potential collisions

Median U-Turns (at grade)

- Left turns are not allowed.
- Left-turning traffic uses a special signalized U-turn lane in a wide median. The signals at the main intersection and at the U-turns are coordinated to minimize stops and delays to both through and turning traffic.
- People walking and biking encounter traffic coming from fewer directions because left turns are not allowed. This can result in a shorter crossing distance and wait times.
- Benefits:
 - Shorter wait times at signals
 - Moves more traffic
 - Fewer locations for potential collisions

Median U-Turns (grade separated)

- Left turns are not allowed.
- The main roadway is raised and small bridges allow for U-turn and crossing traffic to move underneath. On- and off ramps provide connections between the main roadway, U-turn lanes, and cross streets.
- Some intersections could include a tunnel/bridge for people walking and biking to allow for safe crossing under or over the main roadway. People walking and biking would not need to cross traffic on Highway 65 since they would cross under or over the roadway. Crossing locations could be more frequent and the crossing distance can be shorter.
- Benefits:
 - Elimination of at-grade intersection
 - No signals on the main roadway
 - Moves more traffic
 - Fewer locations for potential collisions
 - Complete frontage road system required

Bowtie

- Left turns are not allowed.
- Instead of turning at the intersection, left-turning traffic uses roundabouts located on the cross street on both sides of the intersection.
- People walking and biking encounter traffic coming from fewer directions because left turns are not allowed. This can result in a shorter crossing distance and wait times.
- Benefits:
 - Shorter wait times at signals
 - Moves more traffic
 - Fewer locations for potential collisions

General talking points on community engagement

- It's important for the community to better understand the newer design concepts that may be part of the alternatives developed for Highway 65.
- The project team will attend several community events and pop up meetings over the next few months to educate the community and inform them about the potential benefits of these designs, and gather public input on the innovative intersection designs
- The input gathered will help the project team understand how the public feels about each design concept and anticipate community reactions. This will be helpful as we continue to engage the public about the alternatives that are being developed for the Hwy 65 corridor.

- Key questions to get input on for each innovative intersection design include:
 - What are your reactions to these new intersection designs?
 - How would you feel going through these intersections by car? Bicycling? Walking?
 - How do you feel about these intersections as potential solutions for the Hwy 65 corridor?
- The project team attended the Blaine Festival on Sunday, June 30th, 2019 and continue to work with the City and PAC to identify other key festivals/events that should be attended

Highway 65 Study

Spring Lake Park - Blaine - Ham Lake



Highway 65 is a gateway that connects communities in the Twin Cities Metro area and provides access to greater Minnesota.

ABOUT THE PROJECT

The section of Highway 65 between Bunker Lake Boulevard in Ham Lake and County Road 10/ Mounds View Boulevard in Spring Lake Park currently has access, vehicle congestion and safety issues. The Minnesota Department of Transportation and partners are developing a vision for Highway 65 that best addresses these transportation problems:



ACCESS



CONGESTION



SAFETY

A STUDY TO DEFINE OUR VISION

MnDOT completed a multiyear study along the Highway 65 corridor in 2005. Results from the study are now outdated due to increased business development and population along the corridor. Also, the study outcomes were too expensive to develop with current available funds.

In August 2018, MnDOT and collaborating partners started a new study of the Highway 65 corridor to examine a range of cost-effective roadway alternatives that address capacity, access, mobility and safety issues. The study also will examine frontage roads between 99th Avenue and 109th Avenue in Blaine.



This study is unique due to an upfront focus on planning and environmental analysis that allows future projects within the study area to be accelerated. This is done by including elements of an environmental review during the study process.

PROJECT SCHEDULE



Develop reason for PEL

Summer 2018



Purpose & Need

Winter 2018 - Spring 2019



Identify Alternatives

Summer 2019



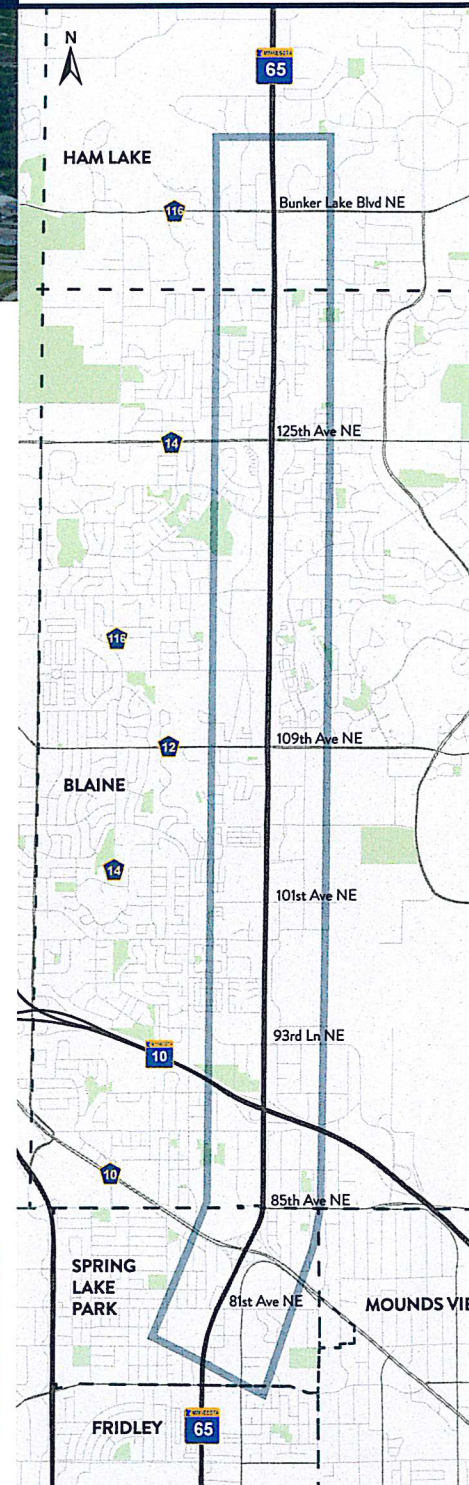
Evaluate Alternatives

Summer 2019 - Spring 2020



PEL Findings

Summer 2020



STAY UPDATED

Sign up for our email updates:

www.mndot.gov/metro/projects/hwy65hamlake-slp

Questions? Leave a comment on our hotline:

(763) 312-5008



INTERSECTION TYPE:

Bowtie



Existing Roundabout on 66th Street,
Richfield, MN

Overview

At a bowtie intersection, left turns are not allowed. Instead of turning at the intersection, left-turning traffic uses roundabouts located on the cross street on both sides of the intersection.

Moving the left-turning traffic reduces the number of different movements occurring at the main intersection, which shortens wait times at signals, moves more traffic and reduces locations for potential collisions.

Benefits

- Shorter wait times at signals
- Moves more traffic
- Fewer locations for potential collisions

+ Pedestrian & Bicycle Crossings:

Pedestrians and bicyclists crossing at bowtie intersections encounter traffic coming from fewer directions than at a typical intersection because left turns are not allowed. Additionally, removing left turns from the main intersection creates a shorter wait time for crossing and a shorter crossing distance. The roundabouts located on both sides of the main intersection help to slow traffic before vehicles enter the intersection area.

Questions and Comments

Contact MnDOT North Area Engineer, Melissa Barnes, P.E.

☎ 651.234.7716 ✉ melissa.barnes@state.mn.us



DEPARTMENT OF
TRANSPORTATION



INTERSECTION TYPE:

Bowtie



BICYCLISTS



PEDESTRIANS

Cross as Normal:

Walk and bike through this type of intersection the way you would regularly.



DRIVERS

No Signal Needed:

Roundabouts allow for cars to easily change lanes as needed to access multiple exits.



DRIVERS

Left Turns Look Different:

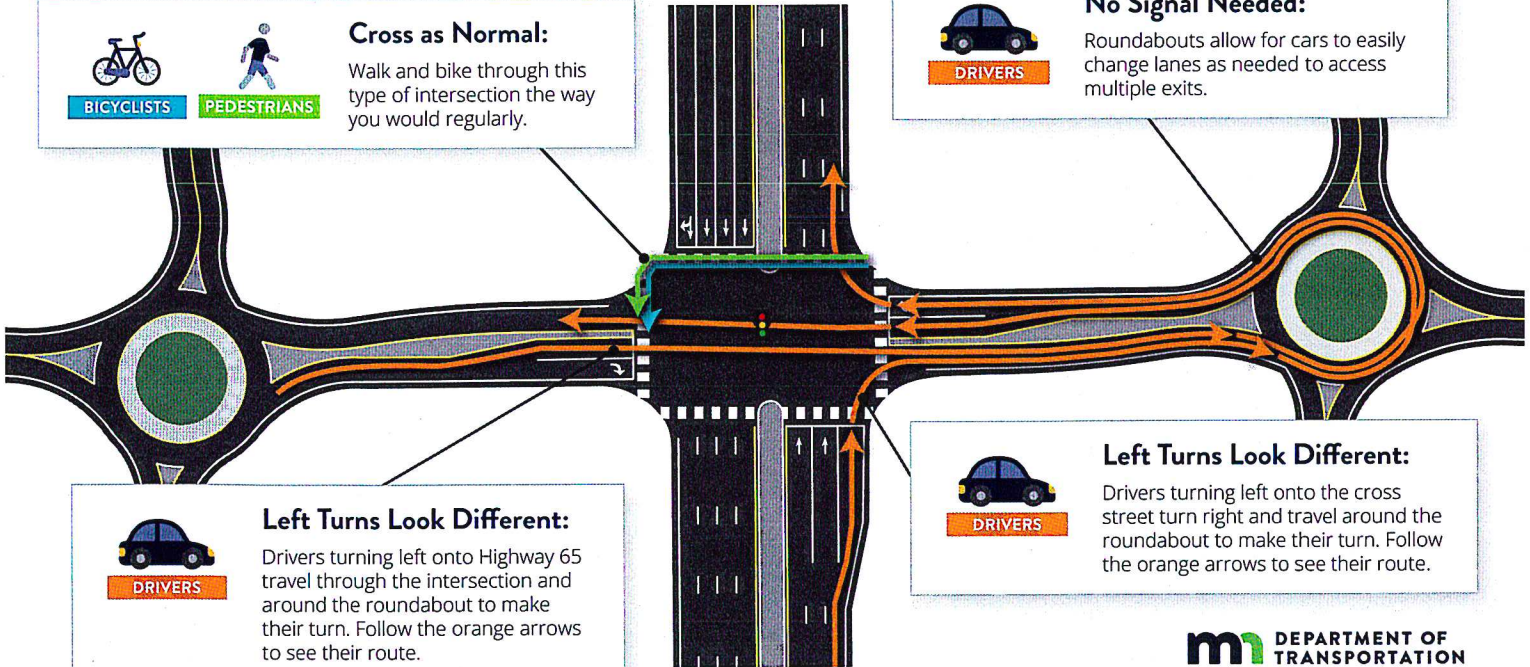
Drivers turning left onto Highway 65 travel through the intersection and around the roundabout to make their turn. Follow the orange arrows to see their route.



DRIVERS

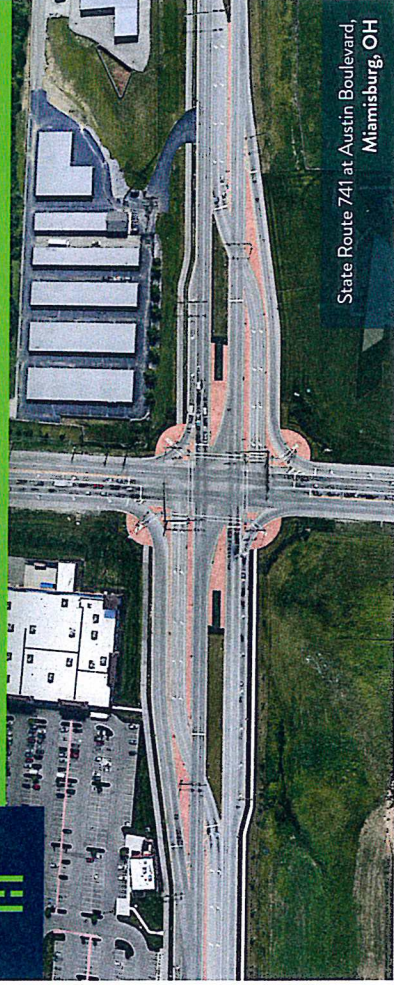
Left Turns Look Different:

Drivers turning left onto the cross street turn right and travel around the roundabout to make their turn. Follow the orange arrows to see their route.



INTERSECTION TYPE:

Displaced Left Turn



State Route 741 at Austin Boulevard,
Miamisburg, OH

Overview

At a displaced left turn intersection, left-turning traffic crosses over opposing traffic before the main intersection. This is done using a special signalized lane. This allows left-turning traffic to move through the intersection at the same time as traffic continuing straight. The signals at the main intersection and at the left-turn lane are coordinated to minimize stops and delays to both through and turning traffic.

Shifting the left-turning traffic reduces the number of different movements occurring at the main intersection, which shortens wait times at signals, moves more traffic and reduces locations for potential collisions.

Benefits

- Shorter wait times at signals
- Moves more traffic
- Fewer locations for potential collisions

+ Pedestrian & Bicycle Crossings:

Pedestrians and bicyclists crossing at a displaced left turn intersection may have to cross more lanes than at a typical intersection. Even if the number of lanes is similar, the pathways may be different. Usually, more time is given for pedestrians crossing at displaced left turn intersections.

Questions and Comments

Contact MnDOT North Area Engineer, Melissa Barnes, P.E.

📞 651.234.7716 ✉ melissa.barnes@state.mn.us



DEPARTMENT OF
TRANSPORTATION



INTERSECTION TYPE:

Displaced Left Turn



DRIVERS

Left Turns Look Different:

Drivers cross over opposing traffic before the main intersection. Follow the orange arrows to see their route.



BICYCLISTS



PEDESTRIANS

Cross as Normal:

Walk and bike through this type of intersection the way you would regularly.



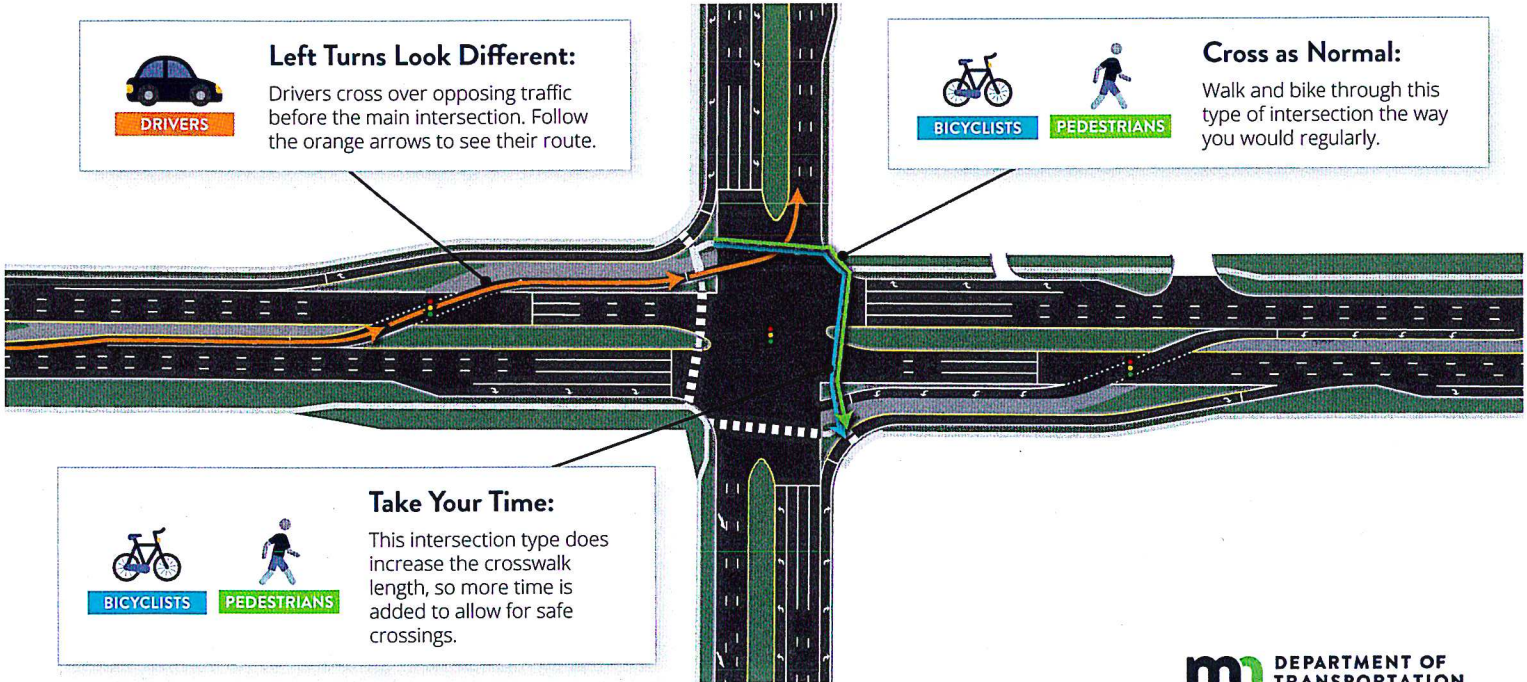
BICYCLISTS



PEDESTRIANS

Take Your Time:

This intersection type does increase the crosswalk length, so more time is added to allow for safe crossings.



INTERSECTION TYPE:

Median U-Turns (at Grade)



8 Mile Road (M-102) at Livernois Avenue,
Detroit, MI

Overview

At a median U-turn intersection, left turns are not allowed. Instead of turning at the main intersection, left-turning traffic uses a special signalized U-turn lane in a wide median. The signals at the main intersection and at the U-turns are coordinated to minimize stops and delays to both through and turning traffic.

Shifting the left-turning traffic reduces the number of different movements occurring at the main intersection, which shortens wait times at signals, moves more traffic and reduces locations for potential collisions.

Benefits

- Shorter wait times at signals
- Moves more traffic
- Fewer locations for potential collisions

+ Pedestrians & Bicycle Crossings:

Pedestrians and bicyclists crossing at a median U-turn intersection encounter traffic coming from fewer directions than at a typical intersection because left turns are not allowed. This can result in a shorter crossing distance and shorter wait time for crossing.

Questions and Comments

Contact MnDOT North Area Engineer, Melissa Barnes, P.E.

📞 651.234.7716 ✉ melissa.barnes@state.mn.us



DEPARTMENT OF
TRANSPORTATION



INTERSECTION TYPE:

Median U-Turns (at Grade)



BICYCLISTS



PEDESTRIANS

Cross as Normal:

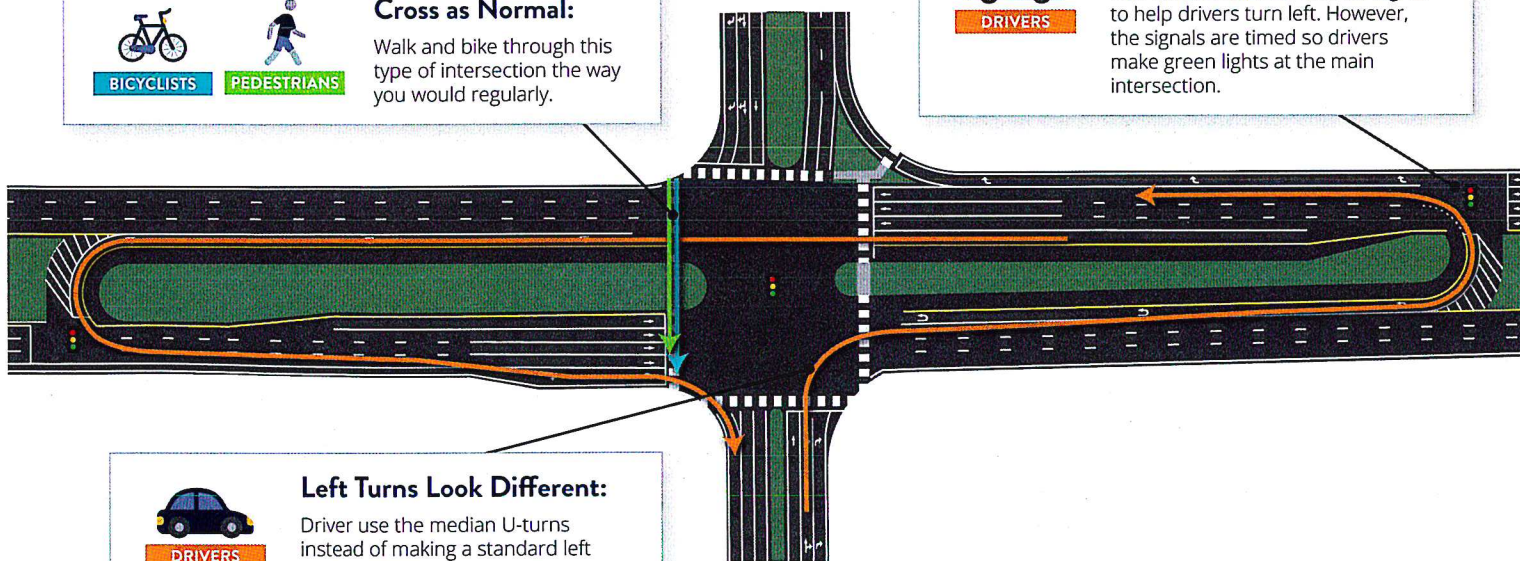
Walk and bike through this type of intersection the way you would regularly.



DRIVERS

A Second Signal:

This intersection has another signal to help drivers turn left. However, the signals are timed so drivers make green lights at the main intersection.



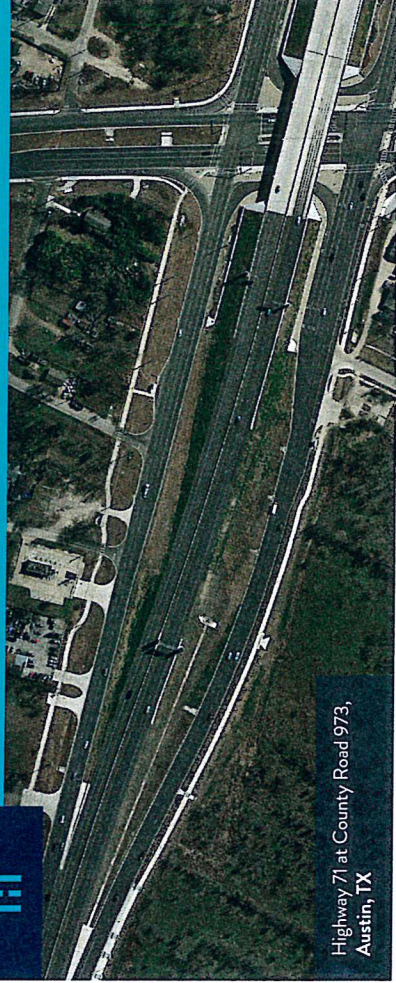
DRIVERS

Left Turns Look Different:

Driver use the median U-turns instead of making a standard left turn. Follow the orange arrows to see their routes.

INTERSECTION TYPE:

Median U-Turns (Grade Separated)



Highway 71 at County Road 973,
Austin, TX

Overview

At a median U-turn intersection, left turns are not allowed. Instead of turning at the main intersection, left-turning traffic uses a special signalized U-turn lane in a wide median. The signals at the main intersection and at the U-turns are coordinated to minimize stops and delays to both through and turning traffic.

At a grade-separated median U-turn intersection, the main roadway is raised and small bridges allow for U-turn and crossing traffic to move underneath. On- and off-ramps provide connections between the main roadway, U-turn lanes and cross streets.

Raising the main roadway eliminates an at-grade intersection by separating through traffic from turning and cross street traffic. This eliminates signals, moves more traffic and reduces locations for potential collisions.

+ Pedestrian & Bicycle Crossings:

Some grade-separated median U-turn intersections include a bicycle- and pedestrian-only tunnel or bridge to allow for safe crossing under or over the main roadway. Pedestrians and bicyclists would not need to cross traffic on Highway 65 since they would cross under or over the roadway. Crossing locations could be more frequent and the crossing distance can be shorter.

Benefits

- Elimination of at-grade intersection
- No signals
- Moves more traffic
- Fewer locations for potential collisions

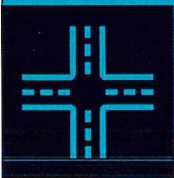
Questions and Comments

Contact MnDOT North Area Engineer, Melissa Barnes, P.E.

📞 651.234.7716 ✉ melissa.barnes@state.mn.us



DEPARTMENT OF
TRANSPORTATION



INTERSECTION TYPE:

Median U-Turns (Grade Separated)



DRIVERS

U-Turn Underpass:

U-turn traffic travels underneath Highway 65 to turn onto the one-way frontage road.



BICYCLISTS



PEDESTRIANS

New Options For Non-Drivers:

This intersection type allows for the option of a bicycle- and pedestrian-only tunnel under the intersection to allow for safe crossings.



DRIVERS

Left Turns Look Different:

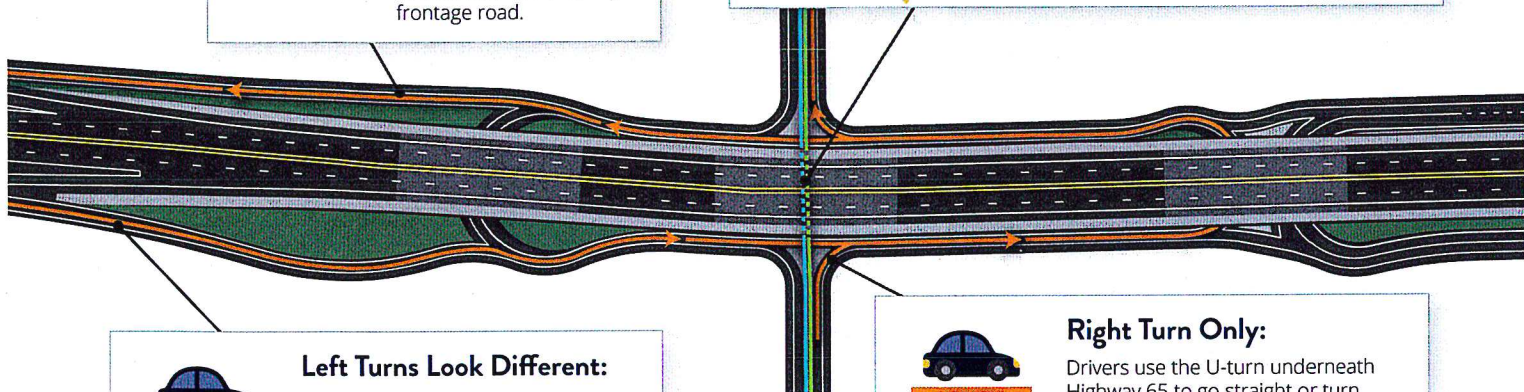
An off-ramp gives access to the one-way frontage road and cross street from Highway 65. This is how drivers make left turns. Follow the orange arrows to see their route.



DRIVERS

Right Turn Only:

Drivers use the U-turn underneath Highway 65 to go straight or turn left. Follow the orange arrows to see their route.



North Metro TV

July 2019 Update

Program Production

In July, a total of 87 **new programs** were produced utilizing the North Metro facilities, funds, and services. This constitutes **74:45:00 hours of new programming**.

- 31 programs were produced by the public
- 35 programs were produced by NMTV staff
- 21 programs were produced by City staff



Van Shoots

The HD truck was used for **64:15:00** hours of production. Events produced live and recorded for additional playbacks include:

- USA Cup Soccer: 7/12/2019: 3 Games
- USA Cup Soccer: 7/13/2019: 3 Games
- USA Cup Soccer: 7/14/2019: 5 Games
- USA Cup Soccer Opening Ceremonies
- USA Cup Soccer: 7/17/2019: 3 Games
- USA Cup Soccer: 7/18/2019: 3 Games
- USA Cup Soccer: 7/19/2019: 4 Games



Workshops

Workshop	Instructor	Organization	Students
Open Studio Night	Eric Houston	General Public	3
Lecture Series – We Love Lucy: The Life and Career of Lucille Ball	Eric Houston	At NMTV, General Public	27
Lecture Series – Mary Pickford: The World’s First Movie Star	Eric Houston	Mary Ann Young Senior Center	14
Camera	Eric Houston	General Public	2
Editing Demo	Eric Houston	General Public	5
Lecture Series – Dracula, Frankenstein, and King Kong: Movie Monsters of the ‘20s and 30’s	Eric Houston	Northtown Branch of the Anoka County Library	8
6 Workshops			59 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
TOTAL:	2,126.75	663	326	176	8,244	\$8,587.00

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
TOTAL PUBLIC USAGE:		4,502.25

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 July highlights include:

- 3M Open Brings Big Time Golf, Thousands of Fans to North Metro for Holiday Weekend
- Historic Airplanes Take to the Sky
- Target USA Cup is Coming to Blaine
- Father and Son From Blaine Ride Bicycles to Pennsylvania
- North Metro Students Shine On Stage in Production of Aladdin Jr.
- Shawn Silvera Run to Include Hot Dog Mile to Draw in More Participants
- MN Drivers, Police Officers Prepare for New Hands-Free Cell Phone Law
- Lino Lakes Mayor to Run for Open County Board of Commissioners Seat
- Anoka Hennepin Summer Program Students Get Visit From Medical Helicopter
- Green Step Cities



In addition to daily playbacks of North Metro TV News on the cable systems, there are 578 local stories archived for viewers on the NMTV YouTube page. The page can be accessed through the northmetrotv.com website.

USA Cup Soccer

As always, July is a busy soccer month for North Metro TV. Staff, interns, and volunteers rallied their forces to cover the Opening Ceremonies and 21 USA Cup games, including the pre-USA Cup weekend games. All of the games were live on TV, the OTT channels and via the North Metro TV website. It was a very well coordinated and time intensive production schedule but everyone worked together to make the week very successful. For the last three years, DVD or Blu-Ray sales of games have been available via the NMTV website store only, rather than taking orders at the fields and trying to deliver them to teams the next day. This has really streamlined the disc production process. This year was a pretty good year for Blu-Ray sales, which, to date, have totaled \$2,300.



Mayor's Minutes

Municipal Producer, Trevor Scholl, continued with production of summer episodes of Mayor's Minutes. He completed episodes for Blaine and Centerville in July. The Mayor's Minutes program is a great way for city leaders to share updates regarding construction projects, community events, and other issues of importance to residents. The program repeats frequently on the corresponding city channel.



Blaine PD Training Series

Trevor Scholl completed production on episodes three and four of the Blaine PD training series. Episode three deals with DWI enforcement. New officers often work the night shift and need to be comfortable working DWI cases. The show highlights every aspect of the charge from detection of alcohol, field testing, paperwork, and possible court appearances. Episode four reviews the training process for body camera use. The primary concerns for the trainers are that new officers understand how to use the cameras, the importance of turning them on when they are supposed to be on, and how to classify the video for proper retention.



Safety Camp

T.J. Tronson completed his 23rd Blaine Safety Camp production in July. He recorded the presentations and activities and then put together a short highlight program. He always puts together the video presentation for campers and their parents for the second night of camp. The highlight version of the event is used for playback on channel 15, the Blaine City Channel and is also posted on the North Metro TV Youtube page. As always, a link was provided for the Blaine website as well.



Meet Gunnar

There is a new face at North Metro TV! Gunnar Morkri started as our part-time studio assistant on July 9th. He is a University of Wisconsin-Whitewater graduate with a degree in Media Arts. He has a strong foundation in video production and editing and was up-to speed and able to assist public users right away. Fun fact: Gunnar used to be a tour guide at Cave of the Mounds. When asked, during his interview, to clarify whether it is a stalactite or stalagmite that drops down from the ceiling he was able to teach us a sure fire way to keep it straight. Gunnar replaces Tarkor Zehn who left for a position with MN Public Radio.



Gunnar >

City Productions

Municipal Producer, Trevor Scholl, completed the third and fourth episodes of the Blaine PD Training series and two more episodes of Mayor's Minutes. He covered the Lino Lakes corn roast and did an interesting story on bison helping to restore an oak savanna.

- Mayor's Minutes: Centerville Summer 2019
- Mayor's Minutes: Blaine Summer 2019
- Blaine PD Training Series: DWI Enforcement
- Blaine PD Training Series: Body Cameras
- Bison Helping Restore Oak Savanna
- Lino Lakes 2019 Corn Roast



New and ongoing projects include:

- Blaine Police Department training series
- Summer features for Anoka County parks
- Mayor's Minutes – summer editions
- Feature on new Ham Lake City Administrator
- Feature on new Spring Lake Park Mayor
- Lino Lakes community gardens
- Night to Unite
- Features of remodeled Circle Pines library
- Blue Heron Days

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

- 7.22.19: Blaine purchased a monitor for the overflow room next to the council chamber and need to have the live feed run to it. Will need to purchase an AJA Hi5-Plus SDI to HDMI converter to make it work.
- 7:2019: Creation of new Brightsign video for city channel. Incorporates full video clips which will aid in monitoring the video signal over the Makitos

Centerville

- No assistance required.

Circle Pines

- No assistance required.

Ham Lake

- No assistance required.

Lexington

- 7.1.19: The main chamber TV would not switch to regular programming. Went to city hall. Found a dead cable box. Contacted Comcast to have it replaced.
- 7.2.19: Comcast replaced the cable box.

Lino Lakes

- 7.12.19: Replaced VOD city council meeting that had transmission issues with a clean version.

Spring Lake Park

- 7.15.19: Replaced city council meeting recording that had transmission issues with a clean version.

All Cities

- No assistance required.

City Channel 16 Playback Stats

City	Number of Times Programs Played	Hours Programmed on Channel
Blaine	208	210:58:17
Centerville	55	58:46:22
Circle Pines	161	134:25:55
Ham Lake	93	73:17:50
Lexington	109	77:35:32
Lino Lakes	91	89:09:39
Spring Lake Park	140	115:12:28
Totals:	857 Program Playbacks	759:26:03 Hours of Video Programming on Channels

Programs Produced by the Public

Title	Producer	Runtime
Off Constantly (2 episodes)	B.W. Bauer	00:48:59
Exploding Reality	Michele Kurak	03:44:07
Every Movie Ever (4 episodes)	Joe Scholz, Rick Bostrom, Ben Daniels/Ryan Frieundschuh, Gavin Van Trease/Brett Wong/Seraiah Brooks/Eric Houston	01:25:35
Bad Movie Bros	Eric Houston/Video Club	00:45:05
Meringue Lollipops for Kid Bakers	Tiffany Cagegh/Eric Houston	00:10:00
A Fresh New Day	Anita Wardlaw	00:46:25
Cornerstone Church (2 episodes)	Rick Bostrom	01:03:39
Christ Lutheran Church (4 episodes)	Jacob Nessman	04:08:30
The Power of Love (4 episodes)	Rick Larson	02:00:00
LovePower (4 episodes)	Rick Larson	04:00:00
Rice Creek Watershed District Meeting (2 episodes)	Theresa Stasica	03:32:15
Oak Park Moments (5 episodes)	Dave Turnidge	03:04:43
31 New Programs		23:21:48 New Hours

Programs Produced by NMTV Staff

Title	Producer	Runtime
Anoka County Board Meeting (7/9/19)	T.J. Tronson	00:32:02
Anoka County Board Meeting (7/23/19)	T.J. Tronson	00:36:25
NMTV News (3 episodes)	Danika Peterson/Rusty Ray	00:58:27
Green Step Cities	Danika Peterson/Rusty Ray	00:03:22
Shawn Silvera Run to Include Hot Dog Mile	Danika Peterson/Rusty Ray	00:01:35
Centerville Summer Mayor's Minutes	Trevor Scholl	00:04:39
Blaine Summer Mayor's Minutes	Trevor Scholl	00:04:29
Blaine PD Training: DWI	Trevor Scholl	00:07:08
Blaine PD Training: Body Cameras	Trevor Scholl	00:06:56
Bison Helping Restore Oak Savanna	Trevor Scholl	00:04:48
Lino Lakes 2019 Corn Roast	Trevor Scholl	00:02:21
USA Cup Soccer: 7/12/19: MN/Ontario	Kenton Kipp/J. Millington	01:24:17
USA Cup Soccer: 7/12/19: MN/Japan	Kenton Kipp/J. Millington	01:20:09
USA Cup Soccer: 7/12/19: Iowa/MN	Kenton Kipp/J. Millington	01:19:24
USA Cup Soccer: 7/13/19: Illinois/WI	Kenton Kipp/J. Millington	01:23:21

USA Cup Soccer: 7/13/19: Illinois/Ontario	Kenton Kipp/J. Millington	01:01:48
USA Cup Soccer: 7/13/19: Illinois/WI	Kenton Kipp/J. Millington	01:17:24
USA Cup Soccer: 7/14/19: MN/MN	Kenton Kipp/J. Millington	01:18:52
USA Cup Soccer: 7/14/19: Sweden/MN	Kenton Kipp/J. Millington	01:43:05
USA Cup Soccer: 7/14/19: MN/S. Dakota	Kenton Kipp/J. Millington	01:29:28
USA Cup Soccer: 7/14/19: MN/Illinois	Kenton Kipp/J. Millington	01:38:09
USA Cup Soccer: 7/14/19: MN/S. Dakota	Kenton Kipp/J. Millington	01:28:15
USA Cup Soccer Opening Ceremonies	Kenton Kipp/J. Millington	01:15:209
USA Cup Soccer: 7/17/19: MN/MN	Kenton Kipp/J. Millington	01:28:34
USA Cup Soccer: 7/17/19: Trinidad/MN	Kenton Kipp/J. Millington	01:27:40
USA Cup Soccer: 7/17/19: Costa Rica/WI	Kenton Kipp/J. Millington	01:26:49
USA Cup Soccer: 7/18/19: Mexico/MN	Kenton Kipp/J. Millington	01:30:29
USA Cup Soccer: 7/18/19: CA/Illinois	Kenton Kipp/J. Millington	01:31:55
USA Cup Soccer: 7/18/19: Canada/WY	Kenton Kipp/J. Millington	01:27:59
USA Cup Soccer: 7/19/19: MN/MN	Kenton Kipp/J. Millington	01:41:11
USA Cup Soccer: 7/19/19: MN/MN	Kenton Kipp/J. Millington	01:44:27
USA Cup Soccer: 7/19/19: MN/MN	Kenton Kipp/J. Millington	01:39:31
USA Cup Soccer: 7/19/19: MN/MN	Kenton Kipp/J. Millington	01:27:52
35 New Programs		35:47:11 New Hours

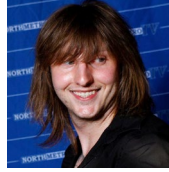
Programs Produced by City Staff

Title	Producer	Runtime
Blaine Traffic Commission Meeting (7/2/19)	Blaine Staff	00:36:36
Blaine City Council Meeting (7/8/19)	Blaine Staff	01:31:01
Blaine Planning Commission Meeting (7/9/19)	Blaine Staff	00:21:06
Blaine Park Board Meeting (7/23/19)	Blaine Staff	00:36:34
Centerville City Council Meeting (7/10/19)	Blaine Staff	01:17:37
Centerville City Council Meeting (7/24/19)	Centerville Staff	01:25:20
Circle Pines City Council Meeting (7/9/19)	Circle Pines Staff	00:54:45
Circle Pines Utility Commission Meeting (7/17/19)	Circle Pines Staff	00:34:07
Circle Pines City Council Meeting (7/23/19)	Circle Pines Staff	00:36:54
Ham Lake City Council Meeting (7/1/19)	Ham Lake Staff	00:21:33
Ham Lake Planning Commission Meeting (7/8/19)	Ham Lake Staff	00:36:27
Ham Lake Park & Tree Meeting (7/17/19)	Ham Lake Staff	01:06:13
Ham Lake City Council Meeting (7/22/19)	Ham Lake Staff	00:26:15
Lexington City Council Meeting (7/11/19)	Lexington Staff	00:15:03
Lexington City Council Meeting (7/18/19)	Lexington Staff	00:06:10
Lino Lakes City Council Meeting (7/8/19)	Lino Lakes Staff	01:48:02
Lino Lakes Planning & Zoning Meeting (7/10/19)	Lino Lakes Staff	00:22:12
Lino Lakes City Council Meeting (7/22/19)	Lino Lakes Staff	00:22:07
Spring Lake Park City Council Meeting (7/1/19)	Spring Lake Park Staff	00:29:58
Spring Lake Park City Council Meeting (7/15/19)	Spring Lake Park Staff	00:56:28
Spring Lake Park Planning Commission Meeting (7/22/19)	Spring Lake Park Staff	00:50:13
21 New Programs		15:35:41 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.

Video Production



Municipal Producer, Trevor Scholl, completed six productions in July including the third and fourth episodes of the Blaine police training series, more summer Mayor’s Minutes, coverage of a city corn roast, and an interesting story about bison helping to restore an oak savanna. Programs were also produced by Danika Peterson, Rusty Ray, and T.J. Tronson. 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.

▪ July Completed Videos/Playing on City Channels & Internet

Title	Producer	Runtime
Mayor’s Minutes: Centerville Summer 2019	Trevor Scholl	00:04:39
Mayor’s Minutes: Blaine Summer 2019	Trevor Scholl	00:04:29
Blaine PD Training Series: DWI Enforcement	Trevor Scholl	00:07:08
Blaine PD Training Series: Body Cameras	Trevor Scholl	00:06:56
Bison Helping Restore Oak Savanna	Trevor Scholl	00:04:48
Lino Lakes 2019 Corn Roast	Trevor Scholl	00:02:21
Green Step Cities	Danika Peterson/Rusty Ray	00:03:22
Shawn Silvera Run to Include Hot Dog Mile	Danika Peterson/Rusty Ray	00:01:35
Anoka County Board Meeting (7/9/19)	T.J. Tronson	00:32:02
Anoka County Board Meeting (7/9/19)	T.J. Tronson	00:36:25

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

- Blaine Police Department training series
- Summer features for Anoka County parks
- Mayor’s Minutes – summer editions
- Feature on new Ham Lake City Administrator
- Feature on new Spring Lake Park Mayor
- Lino Lakes community gardens
- Night to Unite
- Features of remodeled Circle Pines library
- Blue Heron Days

Equipment Consulting/Technical Support



Blaine

- 7.22.19: Blaine purchased a monitor for the overflow room next to the council chamber and need to have the live feed run to it. Will need to purchase an AJA Hi5-Plus SDI to HDMI converter to make it work.
- 7:2019: Creation of new Brightsign video for city channel. Incorporates full video clips which will aid in monitoring the video signal over the Makitos

Centerville

- No assistance required.

Circle Pines

- No assistance required.

Ham Lake

- No assistance required.

Lexington

- 7.1.19: The main chamber TV would not switch to regular programming. Went to city hall. Found a dead cable box. Contacted Comcast to have it replaced.
- 7.2.19: Comcast replaced the cable box.

Lino Lakes

- 7.12.19: Replaced VOD city council meeting that had transmission issues with a clean version.

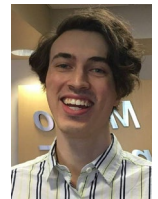
Spring Lake Park

- 7.15.19: Replaced city council meeting recording that had transmission issues with a clean version.

All Cities

- No assistance required.

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 Tigtrope 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 July:

Title	Producer	Runtime
Blaine Traffic Commission Meeting (7/2/19)	Blaine Staff	00:36:36
Blaine City Council Meeting (7/8/19)	Blaine Staff	01:31:01
Blaine Planning Commission Meeting (7/9/19)	Blaine Staff	00:21:06
Blaine Park Board Meeting (7/23/19)	Blaine Staff	00:36:34
Centerville City Council Meeting (7/10/19)	Blaine Staff	01:17:37
Centerville City Council Meeting (7/24/19)	Centerville Staff	01:25:20

Circle Pines City Council Meeting (7/9/19)	Circle Pines Staff	00:54:45
Circle Pines Utility Commission Meeting (7/17/19)	Circle Pines Staff	00:34:07
Circle Pines City Council Meeting (7/23/19)	Circle Pines Staff	00:36:54
Ham Lake City Council Meeting (7/1/19)	Ham Lake Staff	00:21:33
Ham Lake Planning Commission Meeting (7/8/19)	Ham Lake Staff	00:36:27
Ham Lake Park & Tree Meeting (7/17/19)	Ham Lake Staff	01:06:13
Ham Lake City Council Meeting (7/22/19)	Ham Lake Staff	00:26:15
Lexington City Council Meeting (7/11/19)	Lexington Staff	00:15:03
Lexington City Council Meeting (7/18/19)	Lexington Staff	00:06:10
Lino Lakes City Council Meeting (7/8/19)	Lino Lakes Staff	01:48:02
Lino Lakes Planning & Zoning Meeting (7/10/19)	Lino Lakes Staff	00:22:12
Lino Lakes City Council Meeting (7/22/19)	Lino Lakes Staff	00:22:07
Spring Lake Park City Council Meeting (7/1/19)	Spring Lake Park Staff	00:29:58
Spring Lake Park City Council Meeting (7/15/19)	Spring Lake Park Staff	00:56:28
Spring Lake Park Planning Commission Meeting (7/22/19)	Spring Lake Park Staff	00:50:13
21 New Programs		15:35:41 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 Tigtrope system, and played back on each City channel.

City	Number of Times Programs Played	Hours Programmed on Channel
Blaine	208	210:58:17
Centerville	55	58:46:22
Circle Pines	161	134:25:55
Ham Lake	93	73:17:50
Lexington	109	77:35:32
Lino Lakes	91	89:09:39
Spring Lake Park	140	115:12:28
Totals:	857 Program Playbacks	759:26:03 Hours of Video Programming on Channels

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

Blaine

- Transcoded and uploaded 3 videos to Carousel.

Centerville

- Transcoded and uploaded 2 videos to Carousel.

Circle Pines

- Transcoded and uploaded 3 videos to Carousel.

Ham Lake

- Transcoded and uploaded 1 video to Carousel.

Lexington

- Transcoded and uploaded 2 videos to Carousel.
- Met with new city staff to review current bulletins running on channel. Made changes to 3 bulletins.

Lino Lakes

- Transcoded and uploaded 3 videos to Carousel.

Spring Lake Park

- Created 2 graphics pages for Carousel

City Channel Signal Monitoring

Blaine

- Continued to work on Brightsign updates with City staff.

Centerville

- No channel signal problems.

Circle Pines

- No channel signal problems.

Ham Lake

- Storm outage at city hall resulted in no recording of council meeting.

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 July:

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

Administrative



The issues dealt with in July include processing and analyzing the second quarter franchise and PEG fee reports, moving forward with a draft Comcast franchise document, analyzing and meeting with legal counsel regarding the anticipated FCC ruling on the FNPRM, and working toward a customized app for our OTT channels.

- **2nd Quarter Franchise and PEG Fees**
 - Received 2nd quarter franchise and PEG fee reports and payments from Comcast and CenturyLink.
 - Checked with Comcast on missing Blaine report. Report had been missed and was sent after inquiry.
 - Two CenturyLink franchise fee reports were incorrect. Requested corrected reports and totals. Have not yet received correct reports. Included data from mistake-riddled reports. Will correct when new reports arrive.
 - Entered data into spread sheets for PEG fees received, franchise fees received, and gross revenues.
 - Comcast franchise fees, overall, were up \$2,530 over the previous quarter. PEG fees were down \$3,347 over the previous quarter.
 - While it is true that subscriber numbers have dropped some, the PEG fees remain close to the highest ever paid.
 - Every Member City experienced increased Comcast franchise fees over the previous quarter, except Lino Lakes which experienced a \$659 decrease.
 - All cities experienced PEG fee losses, except Ham Lake and Spring Lake Park which saw slight increases.

- CenturyLink franchise fees were down \$826 over the previous quarter. PEG fees were \$730 less than the previous quarter.
- CenturyLink continues to steadily lose customers.

Franchise Fee FNPRM

- Read summaries of FCC's draft decision regarding the franchise fee FNPRM.
- Discussed draft decision with Mike Bradley. Some positive things for Cities. Still not a good deal for Cities.
- Most in-kind contributions must be included in the definition of franchise fees. This includes things like free service to buildings, non-capital costs to support PEG and the I-Net.
- No decision yet on how settlement agreements will be handled. This is crucial for us, as a settlement agreement allows us to use PEG fees for operating costs.
- The description of what is excluded from the FNPRM has changed from whether the provision benefits LFAs, to whether the provision is an essential part of the provision of cable service to subscribers. If it is considered essential to subscribers, then it can't be subtracted from franchise fees. This change eliminated build-out and customer service obligations from being subtracted.
- Proposed new definition of capital costs that is beneficial to Cities. Used to be just the cost of building a facility. Now encompasses ordinary meaning of capital costs.
- The ruling would not be retroactive. A big sigh of relief for Cities.
- Comcast can't just start subtracting the fair market value if the ruling is approved and a stay is not granted. Would have to go through franchise modification procedures.
- Mike Bradley traveled to Washington D.C. to meet with staff members of the FCC and submitted a very thorough response to NCTA ex parte letters.
- Read Mike Bradley's response to NCTA ex parte letters.
- The FCC voted to approve the order at its August 1, 2019 meeting. The vote was 3-2.
- The final order has yet to be released.
- When the order is released, Mike Bradley will prepare a summary of it and appeal options for the Commission and Cities to consider.

Franchise Renewal

- Reviewed draft franchise. Drafted questions for Mike Bradley.
- Met with Mike Bradley to review draft franchise and discuss related issues.
- Agreed on draft franchise contents.

Miscellaneous

- Did not receive a response from Representative Tom Emmer regarding the franchise fee FNPRM.
- Assembled subscriber reports from 2015-Q1 2018, scanned, and emailed to Garth Ashpugh for Comcast franchise fee audit.
- Talked with Mike Bradley for update on CenturyLink and Comcast audits. Still in progress.
- Received final signature pages for CenturyLink Settlement Agreement. Scanned and sent to Mike Bradley.
- Instructed staff to develop graphics necessary for custom OTT app. NMTV channels are currently available on Roku and Apple TV via the Screenweave app. Without instruction most people would not look in the Screenweave app to find NMTV. Once the custom app is ready, people will just need to look for the NMTV app, which is intuitively what one would expect to search for.
- Sent city council meeting link to Bill Petracek.
- Filed subscriber complaint with Kirstin at CenturyLink.

- Talked with Mike Bradley regarding PEG fee capital expenditure verification procedures if it becomes necessary to subtract from franchise fees.
- Talked with Patrick Antonen regarding CenturyLink install issues through his yard. Provided Kirstin's contact info.
- Submitted a Blaine subscriber complaint to Comcast's elevated complaint department.
- Read industry articles.



Phone: 763-780-2332
24-Hour Help Line/TTY: 763-780-2330
Fax: 763-780-9696
www.alexandrahouse.org

P.O. Box 490039
Blaine, MN 55449-0039

August 5, 2019

Daniel Buchholtz, City Administrator
City of Spring Lake Park
1301 81st Ave NE
Spring Lake Park, MN 55432

Dear Mr. Buchholtz,

Alexandra House respectfully requests that the City of Spring Lake Park consider allocating funds to support services to be provided to Spring Lake Park residents by the Alexandra House Community Program in 2020. Alexandra House responds 24/7 to calls from your police department and Unity and Mercy Hospitals as part of your community's public safety and public health infrastructure. In addition, our Youth Services Program offers school-based advocacy, support groups, and prevention education at high schools throughout your school district.

The need for our services continues to grow. Each year, we assist victims of domestic and sexual violence in the City of Spring Lake Park – and we are the only agency providing these services in Anoka County. We help your residents with their immediate crisis and safety needs and assist them in moving beyond the violence to achieve long-term safety and independence.

While our services are free to those we serve; they are not without costs. I have included a budget document that details services provided in 2018 to Spring Lake Park residents and the cost incurred by Alexandra House in the provision of those services and the unsecured revenue we are seeking to fully fund those services. Our hope is that the City of Spring Lake Park will partner with us in filling this revenue gap.

Please do not hesitate to contact me if you have any questions. I would welcome the opportunity to attend a city council meeting to discuss this funding request and respond to any questions you may have.

Thank you very much for your consideration.

Connie Moore

ALEXANDRA HOUSE, INC.	
City of Spring Lake Park	
Services Provided	Services Provided in 2018
Protection Order Filings	5
Civil Court Hearings	7
Legal Representation on OFP's	0
Civil Legal Information & Advocacy	46
Child Support Advocacy	0
Arrest/Non-Arrest Victim Follow up	4
Lethality Assessment Follow Up	12
Criminal Court Hearings, Information & Advocacy	129
Anoka County Family Violence Waiver	5
Hospital Advocacy	9
Therapy	1
Community Support Groups	14
Child Care	2
Crisis Line	132
Crisis Intervention/Safety Planning	94
Sexual/Domestic Violence Information & Support	52
Interpreter Services	2
Food Shelf	4
Education/Employment/Benefits	39
Case Management	35
Transportation Assistance	5
Financial/Basic Needs Assistance	11
Housing Assistance	2
Youth Services - One on One Teen Advocacy	14
Youth Services - Teen Support Groups	17
Youth Services - Lino Lakes Juvenile Shelter Groups	23
Youth Services - Summer Outreach	5
Youth Services - Classroom Presentations (12)	306
TOTAL	975
2020 Budget	Amount
Cost of Services Provided to City of Spring Lake Park	\$ 31,593
Revenue allocated from other sources	\$ 18,956
Unsecured Revenue	\$ 12,637