



**CITY COUNCIL AGENDA
MONDAY, JULY 1, 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 – June 17, 2019
 - B. Contractor’s Request for Payment No.3 – 2018 Sewer Lining Project
 - C. Appoint John Kylander to Parks and Recreation Commission
 - D. Approval of Right of Way Application – CenterPoint Energy
 - E. Approval of Right of Way Application - Comcast
 - F. Contractor’s Licenses
 - G. Sign Permit
 - H. Correspondence
7. PUBLIC WORKS REPORT
8. NEW BUSINESS
 - A. Approve 2019 Sanitary Sewer Lining Project Bid Results
 - B. Approval of Amendment #2 to Lease Agreement – RS Properties
9. ENGINEER’S REPORT
10. ATTORNEY’S REPORT
11. REPORTS
 - A. Beyond the Yellow Ribbon Report
12. OTHER
 - A. Administrator Reports
13. ADJOURN

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

RULES FOR DISCUSSION FROM THE FLOOR AND PUBLIC HEARINGS

DISCUSSION FROM THE FLOOR

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

PUBLIC HEARINGS

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

The following format will be used to conduct the hearing:

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

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council was held on June 17, 2019 at the Spring Lake Park Community Center, 1301 81st Avenue N.E., at 7:00 P.M.

1. Call to Order

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

2. Roll Call

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

Members Absent: None

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

Visitors: Peter Allan, Stantec
Residents of the Legends of Spring Lake Park, 1066 Highway 10 NE
Richard Boldt Apartment #101
Joan Morphew Apartment #145
Christine Baker Apartment #114
Karen Winhold Apartment #212
Mary Andersohn Apartment #321

3. Pledge of Allegiance

4. Additions or Corrections to Agenda - None

5. Discussion From The Floor

Joan Morphew, Legends of Spring Lake Park resident, addressed her concern that she feels that the City was not honest with the age requirement for the Legends of Spring Lake Park. She expressed her frustrations regarding the requirements not being followed and who has been allowed to move into the building.

Mayor Hansen stated that the City was honest with the residents and informed the residents of all the information that was provided to the City regarding age requirements. She assured the residents that their concerns are being addressed as she and City staff have met with Dominion and the issues will be looked into by Dominion. She asked for time for the issues to be resolved.

Administrator Buchholtz explained the PUD ordinance requirements to the residents and assured the residents that their issues and concerns from the previous Council meeting have been expressed to Dominion and it takes time for resolution.

Richard Boldt, Legends of Spring Lake Park resident, expressed his concerns with rental and escrow agreements as well as the misleading information that he feels the residents of the Legends was provided. He feels the City had knowledge of the information and would like answers and more action taken.

Administrator Buchholtz stated that the Council is taking the residents' concerns seriously, acting as much they can to help the Legends residents even though many of the concerns that have been brought up are out the City's jurisdiction to solve. He assured the residents that the City is working with Dominion to address their concerns.

6. Consent Agenda:

Mayor Hansen reviewed the following Consent Agenda items:

- A. Approval of Minutes – June 3, 2019
- B. Disbursements
 - 1. General Fund Disbursement Claim No. 19-09 -- \$290,319.35
- C. Budget to Date – May 2019
- D. Authorization of Payment – MNSPECT Invoice 2019
- E. Amendment #1 to Anoka County CDBG and HOME Investment Partnership Program Cooperative Agreement
- F. Contractor's Licenses
- G. Correspondence

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

7. Presentation

A. MS4 Annual Report

Mayor Hansen opened the public hearing at 7:15 PM.

Peter Allen from Stantec presented the 2019 MS4 Annual review. He addressed the Council and provided a slide presentation that showed what an MS4 Permit consists of, as well as who is involved with the storm water management regulation in Spring Lake Park. He stated that three groups regulate it: the State of Minnesota, Federal Programs and local watershed management organizations.

Mr. Allen explained the Storm Water Regulatory Documents that impact municipal operations, which include: the NPDES MS4 Permit, Local Surface Water Management Plans and Watershed Management Plans and Rules.

Mr. Allen reviewed the basic components of the MS4 Permit, known as "Best Management Practices", or BMP's. He stated that each BMP addresses one or more of the six main elements of the permit referred to as "Minimum Control Measures" which include public education and outreach; public participation and involvement; illicit discharge detection and elimination; construction site storm water runoff control; post construction storm water management and pollution prevention and good housekeeping for municipal operations.

Mr. Allen reported on how Spring Lake Park is currently in compliance with the MS4 Permit. He stated that the City has formed partnerships with the Watershed Districts and other MS4's, created City Ordinances and LWMP requirements, created Storm Sewer System Maps along with related brochures and articles, performed inspections on illicit discharge, construction and MS4 system, performed street sweeping, staff training; conducted a Facilities Inventory Assessment, Pond Assessment and completed the MS4 Annual reports to

submit to the Minnesota Pollution Control Agency.

Councilmember Nelson inquired if existing residents were to turn existing stormwater ponds into a beautification pond, would the expense and liability be on the homeowners. Attorney Thames stated that the liability would be extended to the property owners.

Mr. Allen stated that the existing ponds in the city serve a purpose of a stormwater pond and are a requirement of the local watershed districts.

Mayor Hansen asked for public comment. Hearing no further public comments, Mayor Hansen closed the public hearing at 7:20 PM.

8. Police Report

Police Chief Ebeltoft reviewed the May 2019 department statistics.

Chief Ebeltoft reported that the Police Department responded to six hundred fifty eight calls for service for the month of May 2019 compared to six hundred nineteen calls for service in May 2018.

Chief Ebeltoft the Police Department has started deploying the new speed trailer. He reported that the trailer was deployed on 81st Avenue in the 1400 block for westbound traffic. He stated that with the new trailer the Department is now able to collect more statistical data. He stated that the types of data that can be collected includes: traffic volumes, speeds/speed compliance and traffic volumes by days/times. He reported that as the Police Department becomes familiar with the new speed trailer, more statistical information regarding driving habits around the community will be available to the Mayor and Council.

Chief Ebeltoft reported that Investigator Bennek reports to handling a caseload of 32 cases for the month of May 2019. He stated that Investigator Bennek noted having 14 active forfeiture cases. He reported that Investigator Bennek is adjusting well to his new position of Investigator and is continually learning on a daily basis.

Chief Ebeltoft reported that School Resource Officer Chlebeck reported handling 27 calls for service at the local schools, along with conducting 36 student contacts, two escorts and seven follow up investigations into school related incidents. He reported that Officer Chlebeck has been training in the new School Resource Officer, Officer Kramer, for the upcoming 2019-2020 school year. He thanked Officer Chlebeck for his work as School Resource Officer. He reported that Officer Kramer will be the School Resource Officer for the next school year.

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

9. Parks and Recreation Report

Parks and Recreation Director Rygwall reported that the Parks and Recreation Commission met and discussed improvements for Triangle Park. She reported that backless benches are in the process of being installed at the park. She reported that trees and plantings were discussed as well as the Commission's participation in the Tower Days celebration and softball tournament.

Ms. Rygwall reported that staff has been preparing the fall activity brochure. She stated that the summer programs at Able Park have been successful and the programs are being taught by three staff members. She reported that the community gardens have been well received and that additional flowers beds will be added next year.

Ms. Rygwall provided the monthly program statistics and a recap of the day trips that were offered. She reminded residents of the Music in the Park concert series taking place on Wednesday evenings at Lakeside Park.

10. Ordinances And/Or Resolutions

A. Resolution 19-13 Authorizing Submittal of the City of Spring Lake Park 2040 Comprehensive Plan to the Metropolitan Council

Administrator Buchholtz supplied a draft copy of the 2040 Comprehensive Plan update to the City Council. He reported that the update is required every 10 years by the Metropolitan Council to ensure development conformity with the Metropolitan Council 20-year vision document.

Administrator Buchholtz reported that the development of a comprehensive plan is no easy feat. He stated that it takes a significant amount of time and effort to update the City's visioning document. He thanked Stantec, Executive Assistant Gooden, the members of the Planning Commission, the City Council and the members of the public which participated in the Comprehensive Plan update.

Administrator Buchholtz reported that the resolution authorizes submittal of the Comprehensive Plan to the Metropolitan Council for formal review. He stated that once the Metropolitan Council has granted approval of the Comprehensive Plan, the City Council will formally adopt the plan.

MOTION MADE BY MAYOR HANSEN TO APPROVE RESOLUTION 19-13 AUTHORIZING SUBMITTAL OF THE CITY OF SPRING LAKE PARK 2040 COMPREHENSIVE PLAN TO THE METROPOLITAN COUNCIL. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

11. New Business

A. Approval of First Amendment to Cellular Tower Lease with T-Mobile

Administrator Buchholtz reported that T-Mobile has requested an amendment to the Tower Lease Agreement for their antenna installation at the Able Park Water Tower. He stated that T-Mobile is requesting 253 feet of additional ground space to install a backup generator and platform equipment to service their antenna equipment. He stated that the agreement grants that request in exchange for that request, the rent will increase by \$300/month.

Administrator Buchholtz stated that Attorney Thames negotiated this agreement with T-Mobile, in consultation with Community Wireless Consultants, and feels the rent increase is fair to all parties. He stated that staff recommends approval of the tower lease agreement.

Councilmember Delfs inquired if the generator was in an enclosed area and if it ran on natural gas. Public Works Director Randall answered affirmatively.

MOTION MADE BY COUNCILMEMBER DELFS TO APPROVE FIRST AMENDMENT TO CELLULAR TOWER LEASE WITH T-MOBILE. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

B. Authorize to Purchase New Traffic Speed Notification System/Signs

Chief Ebeltoft reported that he has received requests from the City Council and the residents regarding deployment of some type of "Traffic Speed Notification System/Signs" for areas in the community that would not be conducive to utilizing the Police Department speed trailer. He stated that the reasons included but are not limited to: short distances of vehicle traffic (one block or less), ability to park speed trailer at location (no area of roadway to allow parking) and potential of speed trailer being damaged by traffic flow.

Chief Ebeltoft reported that he has been researching a possible remedy for these issues for the past seven months. He stated that he believes that he has found an acceptable remedy that will accommodate the residents concerns and the City Council's request for some type of "Traffic Speed Notification System/Signs".

Chief Ebeltoft recommended a product called "All Traffic Solution, Shield 12 Radar Speed Display." He stated that it is 15.5" by 13.5" and will attach to any street sign post easily and is secured by a key lock to prevent it from being stolen. He reported that will have many of the same features as the speed trailer but will be considerably smaller and able to be deployed in areas in the community that the speed trailer would not. He stated that the unit will be able to be deployed at a location for 10 to 14 days before requiring it to be recharged. He stated that the recharging of the units would require them to be removed and brought to the Police Department.

Chief Ebeltoft reported that there would be an ongoing annual cost after the first year of \$1,200.00 that would cover the App Traffic Site (12 month); Equipment Management, Reporting, Image Management, Alerts, Mapping and Premier Care, this ongoing cost would then need to become part of the annual budget as a line item.

Chief Ebeltoft recommends that the Police Department purchase two units. He stated that he has been able to secure from the vendor a \$400.00 credit per unit for a total of \$800.00 for the purchase. He recommended that the cost for the purchase be taken from the "Traffic Education Fund 248" as the source of payment, the total cost for the purchase would be \$8,280.00.

Chief Ebeltoft reported that he has found an additional funding source through AAA Traffic Safety. He stated that the he has applied for a \$1,000 one time grant. He stated that AAA Traffic Safety has \$5,000 to dispense to local agencies per year and if the City is awarded a grant, the money would be placed back into the Traffic Education Fund.

Councilmember Wendling inquired if the signs would be mobile and could be moved to various locations. Chief Ebeltoft stated that they are mobile and could be placed in hard to reach areas that the speed trailer cannot get in to.

Councilmember Nelson stated that the signs will be beneficial in cul-de-sacs and on shorter streets.

MOTION MADE BY COUNCILMEMBER WENDLING TO AUTHORIZE THE PURCHASE OF NEW TRAFFIC SPEED NOTIFICATION SYSTEM/SIGNS WITH ANY GRANT FUNDS RECEIVED FOR THIS PURCHASE. FRIENDLY WILL BE DEPOSITED INTO TRAFFIC EDUCATION FUND 248. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

11. Engineer's Report

Engineer Gravel reported street work has started and is proceeding on schedule. He reported that the bids for the 2019 Sewer Lining Project will be opened on Wednesday, June 19, 2019. He reported that work on the Osborne Road Trail will start after July 4, 2019.

Mayor Hansen inquired if there will be notification of the trail work. Mr. Gravel stated that signs will be posed on the south side informing residents of the work with the detour being on the sidewalk on the south side of Osborne Road.

12. Attorney's Report – None13. ReportsA. Administrator Reports

Administrator Buchholtz reported that he received a letter from the Spring Lake Park Lions to amend the Charitable Gambling Ordinance to allow an organization to be allowed in more than three establishments for lawful gambling. He stated that there has been an interest for the Lions to hold gambling at Torg Brewery. He reported that currently the Lions have three establishments and would like to add another. He stated that a formal request will be presented in July.

Administrator Buchholtz reported that nine applications were received for the Building Inspector position and interviews will be conducted the week of June 24, 2019. He stated that the Parks and Recreation Director position has been posted and the application deadline is July 12, 2019.

14. Other

Councilmember Nelson reported that Family Services is offering free admission to veterans and discounted rates to family members at Valleyfair from July 4 -7, 2019.

15. Adjourn

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

The meeting was adjourned at 7:50 PM.

Cindy Hansen, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer



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

June 24, 2019

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

Re: 2018 Sanitary Sewer Lining Project
Project No. 193804547
Contractor's Request for Payment No. 3

Dear Mayor and Councilmembers:

Attached for your approval is Contractor's Request for Payment No. 3 for the 2018 Sanitary Sewer Lining Project. The prime Contractor on this project is Insituform Technologies.

This request covers lateral cleaning and grouting. This request also includes a credit for city time spent on the Arthur Street sewer blockage event.

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 Insituform Technologies in the amount of \$28,921.61.**

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

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

Regards,
STANTEC

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

Phil Gravel
City Engineer

Enclosures



Owner: City of Spring Lake Park, 1301 81st Ave. NE, Spring Lake Park, MN 55432	Date: June 18, 2019
For Period: 2/5/2019 to 6/14/2019	Request No: 3
Contractor: Insituform Technologies USA, LLC, 17988 Edison Ave., Chesterfield, MO 63005	

CONTRACTOR'S REQUEST FOR PAYMENT
 2018 SANITARY SEWER IMPROVEMENTS
 STANTEC PROJECT NO. 193804547

SUMMARY

1	Original Contract Amount		\$	<u>326,758.40</u>
2	Change Order - Addition	\$	<u>49,348.70</u>	
3	Change Order - Deduction	\$	<u>-9,545.00</u>	
4	Revised Contract Amount		\$	<u>366,562.10</u>
5	Value Completed to Date		\$	<u>384,714.10</u>
6	Material on Hand		\$	<u>0.00</u>
7	Amount Earned		\$	<u>384,714.10</u>
8	Less Retainage 5%		\$	<u>19,235.70</u>
9	Subtotal		\$	<u>365,478.40</u>
10	Less Amount Paid Previously		\$	<u>336,556.79</u>
11	Liquidated damages -		\$	<u>0.00</u>
12	AMOUNT DUE THIS REQUEST FOR PAYMENT NO. <u>3</u>		\$	<u><u>28,921.61</u></u>

Recommended for Approval by:
STANTEC

Phil Gravel

Approved by Contractor:
INSITUFORM TECHNOLOGIES USA, LLC

Per Invoices 558465

Approved by Owner:
CITY OF SPRING LAKE PARK

Specified Contract Completion Date:

Date:

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
BASE BID							
1	MOBILIZATION	LS	1	5853.00		1	5,853.00
2	TRAFFIC CONTROL	LS	1	8918.50		1	8,918.50
3	SEWER REHABILITATION, 8 or 9-INCH CIPP	LF	12450	21.90		12406	271,691.40
4	HYDROPHILIC END SEAL	EA	89	112.10		89	9,976.90
5	CLEAN AND INSPECT SERVICE LATERAL CONNECTION	EA	10	317.40	60	60	19,044.00
6	GROUT SERVICE LATERAL CONNECTION	EA	90	290.90	72	72	20,944.80
7	PIPE GRADING (C.O. 2)	LS	1	8000.00		1	8,000.00
	TOTAL BASE BID						<u>344,428.60</u>
CHANGE ORDER NO. 1							
8	MOBILIZATION	LS	1	1100.00		1	1,100.00
9	TRAFFIC CONTROL	LS	1	660.00		1	660.00
10	SEWER REHABILITATION, 8 OR 9-INCH CIPP	LF	2173	21.90		2195	48,070.50
	TOTAL CHANGE ORDER NO. 1						<u>49,830.50</u>
DEDUCT							
11	ARTHUR ST. SEWER PLUG (DEDUCT)	LS	1	-9545.00	1	1	(9,545.00)
	TOTAL DEDUCT						<u>(9,545.00)</u>
	TOTAL BASE BID						344,428.60
	TOTAL CHANGE ORDER NO. 1						49,830.50
	TOTAL DEDUCT						(9,545.00)
	WORK COMPLETED TO DATE:						<u>384,714.10</u>

PROJECT PAYMENT STATUS

OWNER CITY OF SPRING LAKE PARK
 STANTEC PROJECT NO. 193804547
 CONTRACTOR INSITUFORM TECHNOLOGIES USA, LLC

CHANGE ORDERS

No.	Date	Description	Amount
1	8/8/2018	This Change Order provides for additional work on this project. See Change Order.	\$49,348.70
Total Change Orders			\$49,348.70

PAYMENT SUMMARY

No.	From	To	Payment	Retainage	Completed
1	10/01/2018	11/07/2018	185,515.96	9,763.99	195,279.95
2	11/08/2018	02/05/2019	151,040.83	17,713.51	354,270.30
3	02/05/2019	06/14/2019	28,921.61	19,235.70	384,714.10

Material on Hand

Total Payment to Date		\$365,478.40	Original Contract	\$326,758.40
Retainage Pay No.	3	19,235.70	Change Orders	\$39,803.70
Total Amount Earned		\$384,714.10	Revised Contract	\$366,562.10

Parks & Recreation Commissioner
Application Form

Name: Kylander John B
Last First M.I.

Address: 8075 Washington St Spring Lake Park MN 55432
Street

Telephone: _____
Home Work Cell

May we call you at work? Yes No

E-mail address (optional): _____

Length of residency in Spring Lake Park: 18 yrs

Occupation: Retail employee (Sams club)

Please answer the following questions in the space provided. If additional space is needed, please attach a separate sheet.

1. Indicate work experience or education you believe will help you as a commissioner.

Various Volunteering with Boy Scouts and church
Have done concessions at ISC (volunteered)

2. Please list current and past volunteer positions.

~~Legion/Adm. breakfasts~~
Built Gaze ball pit for Park terrace Elementary (also helped with the other 714 projects)
Deacon at new brisken Christian church
Eagle Project

3. What do you enjoy doing in your leisure time?

Besides volunteering; playing with my dogs
and currently looking for a profession in trades

4. What do you hope to accomplish as a commission member?

I don't have any specific goals, but simply community involvement

5. Please list any goals/projects you feel the commission should be addressing.

~~I'm not sure on the scope of P&R programs~~
none yet, as I'm not sure what P&R Commission covers
leisure programs

6. Is there anything else you would like to share with us regarding your qualifications and/or interests?

Signature John Kylander Date June 20th 2019

Thank you for your interest.



CITY OF SPRING LAKE PARK
 1301 Eighty-First Avenue N.E.
 Spring Lake Park, MN 55432
 Ph: 763-784-6491 Fax: 763-792-7257

PUBLIC RIGHT-OF-WAY APPLICATION

SAP# 90428488

MGC# 19-2769

NAME/COMPANY: CENTERPOINT ENERGY

GOPHER 1-CALL REG. NO.: _____

ADDRESS: 700 LINDEN AVE W, MINNEAPOLIS, MN 55403

PHONE: 612-321-5482

FAX: 612-321-5480

E-MAIL ADDRESS: marcia.kolstad@centerpointenergy.com

NAME OF REPRESENTATIVE: MARCIA KOLSTAD

REPRESENTATIVE PHONE NO'S.: 612-321-5482

DESCRIPTION OF PROPOSED WORK: including a start date and completion date:

NATURAL GAS MAIN AND SERVICE INSTALLATION

START DATE: 7/8/2019

COMPLETION DATE: 12/31/2019

The City of Spring Lake Park reserves the right to modify the schedule as necessary in the issuance of the permit. Therefore, the dates stated on this application may not necessarily match actual approved dates.

EXPLANATION OF RESTORATION: N/A, CONSTRUCTION SITE

OK
TO
6/20/19
J

Marcia Kolstad

Authorized Representative Signature

Please waive permit fees per franchise agreement

6/10/2019

Date

FOR OFFICE USE ONLY

- PROOF OF CERTIFICATE OF INSURANCE:
- SCALED DRAWING SHOWING LOCATION
- COPY OF INSURANCE POLICIES
(If Corporation; from Secretary of State)

VERIFICATION DATE: _____

- LETTER OF CREDIT OR CONST. BOND
- COPY OF CERTIFICATE OF AUTHORITY
(From M.P.U.C., State, or Federal Agency)

- PERMIT FEES:
- Excavation Hole - \$150.00
 - Trench - \$70.00/100'+Hole fee

- Emergency Hole - \$55.00
- Obstruction Fee - \$50.00+.05/Ft.

Receipt No.: _____

Date: _____

Initials: _____

APPLICANT MUST CONTACT THE SPRING LAKE PARK PUBLIC WORKS DIRECTOR AT 763-792-7227 48 HOURS PRIOR TO COMMENCING WORK



CITY OF SPRING LAKE PARK
 1301 Eighty-First Avenue N.E.
 Spring Lake Park, MN 55432
 Ph: 763-784-6491 Fax: 763-792-7257

PUBLIC RIGHT-OF-WAY APPLICATION

NAME/COMPANY: Comcast

GOPHER 1-CALL REG. NO.:

ADDRESS: 4255 Lexington Ave N Arden Hills MN 55126

PHONE: 651-493-5416 FAX:

E-MAIL ADDRESS: Andrew.Dols@Comcast.com

NAME OF REPRESENTATIVE: Andy Dols

REPRESENTATIVE PHONE NO'S.: 651-493-5416

DESCRIPTION OF PROPOSED WORK: including a start date and completion date:

replacing 1 span of CATV main line

START DATE: 6/21/19 COMPLETION DATE: 9/30/19

The City of Spring Lake Park reserves the right to modify the schedule as necessary in the issuance of the permit. Therefore, the dates stated on this application may not necessarily match actual approved dates.

EXPLANATION OF RESTORATION: Black dirt & Hydro seed

OK. 6/26/19

Authorized Representative Signature

6/21/19

Date

FOR OFFICE USE ONLY

- | | |
|--|--|
| <input type="checkbox"/> PROOF OF CERTIFICATE OF INSURANCE: | VERIFICATION DATE: _____ |
| <input type="checkbox"/> SCALED DRAWING SHOWING LOCATION | <input type="checkbox"/> LETTER OF CREDIT OR CONST. BOND |
| <input type="checkbox"/> COPY OF INSURANCE POLICIES
(If Corporation; from Secretary of State) | <input type="checkbox"/> COPY OF CERTIFICATE OF AUTHORITY
(From M.P.U.C., State, or Federal Agency) |

- PERMIT FEES: Excavation Hole - \$150.00 Emergency Hole - \$55.00
 Trench - \$70.00/100'+Hole fee Obstruction Fee - \$50.00+.05/Ft.

Receipt No.: _____ Date: _____ Initials: _____

APPLICANT MUST CONTACT THE SPRING LAKE PARK PUBLIC WORKS DIRECTOR AT 763-792-7227
 48 HOURS PRIOR TO COMMENCING WORK

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

Contractor's Licenses

July 1, 2019

Mechanical Contractor

Affordable Comfort Mechanical

Dependable Heating and Cooling

Riccar Heating and Air

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

Contractor's Licenses

July 1, 2019

Sign Permit

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: 6.10.19
NAME OF APPLICANT: CORINNE ERICSSON
ADDRESS OF APPLICANT: 1209 WEST COUNTY ROAD E., SUITE 100, 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 H.S. FIELD (ISD #16)
1100 81st Ave. NE.

New Construction: Remodel: X Word Change Only:

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

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

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

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

Address: Jeff Knopsen, 14333 Ural St. NE., HAM LAKE, MN 55304 651.208.2547

Is an Electrical Permit required? No

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

Signature of Corinne Ericsson
SIGNATURE OF APPLICANT

FOR OFFICE USE ONLY: FEE: RECEIPT NUMBER:

DATE OF APPROVAL: DATE OF ISSUE:

REASON FOR DENIAL:

ADDITIONAL REQUIREMENTS FOR SIGN PERMIT:

SQUARE FOOTAGE OF FRONT OF BUILDING: _____

SQUARE FOOTAGE OF ALL EXISTING SIGNS: $100 + 650 + 34 + 14 + 10 + 209 + 80 = 1092$

SQUARE FOOTAGE OF PROPOSED SIGN OR SIGNS: $47 + 367 + 30 + 397 = 827$

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:

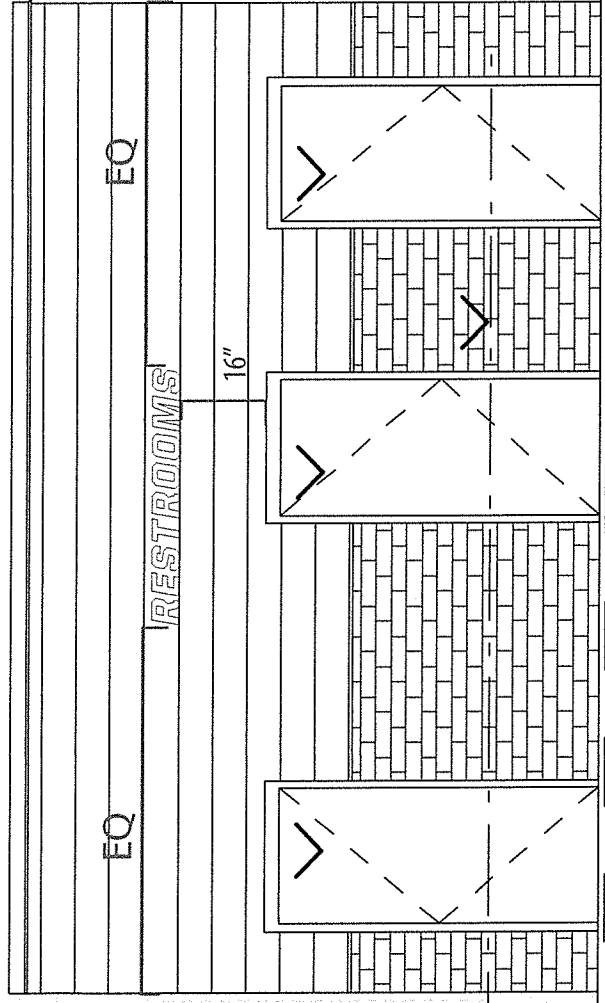
Flat Cut Aluminum
C4/A5.101
Qty: 1

47

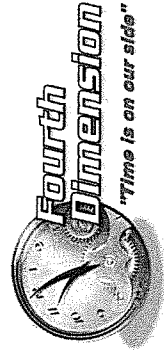
77"

RESTROOMS

8"



1/2" flat cut aluminum
drilled and tapped for blind stud mounting
clear anodized finish
Mounted with 10-24 Studs
Mounting Pattern



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

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Approved by: _____ Date: _____

CUSTOMER
AVM Construction

PROJECT
Spring Lake Park High School

JOB NUMBER
106906

SUBMITTAL 1
4.29.19

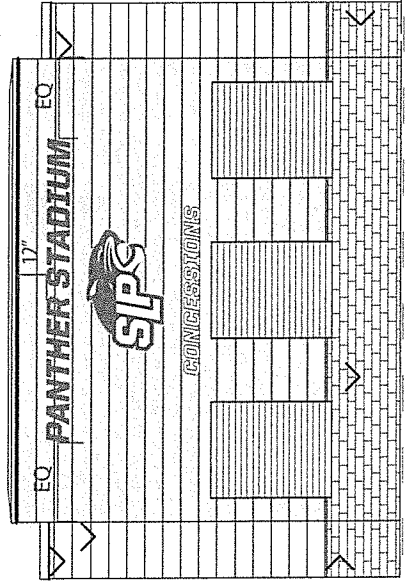
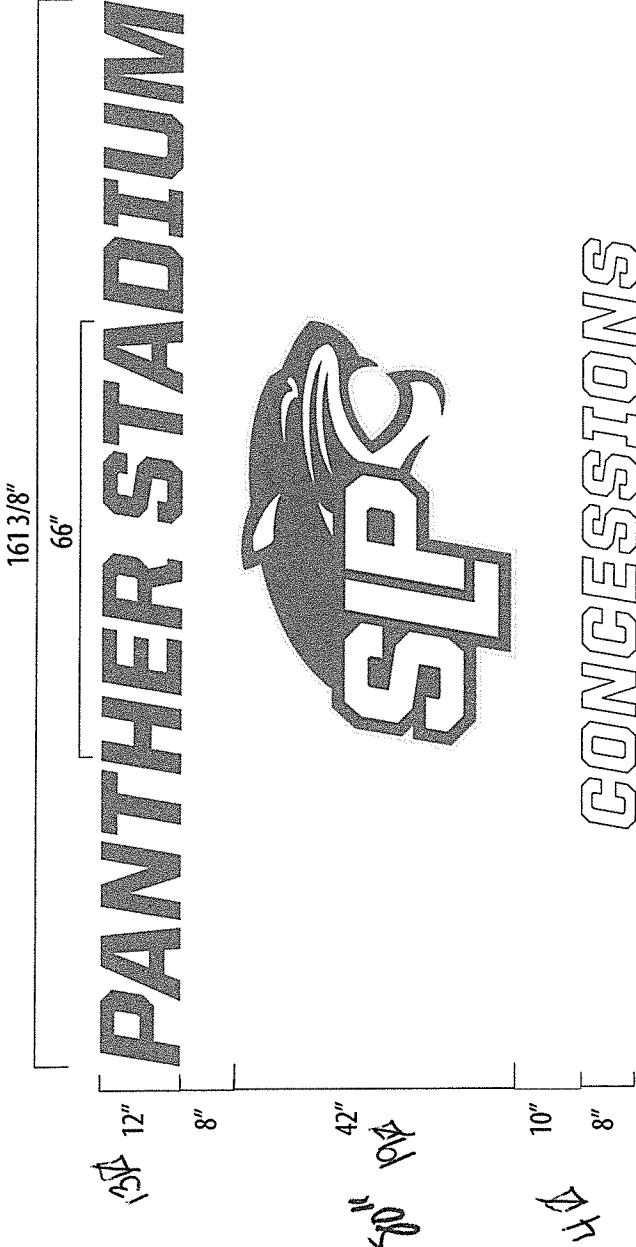
REVISION / DATE

SCALE
NTS - In proportion

SALES / PM
Corrine

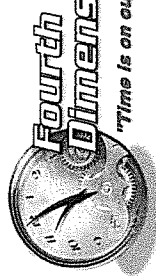
Total 360

Flat Cut Layered Logo
Concessions Building
B2/A5.101
Qty: 1



29.65 SE FT

- Layer 1
1/2" flat cut aluminum logo to be painted brushed aluminum.
- Layer 2
1/4" flat cut aluminum logo to be painted blue PMS 661 Fastened to layer 1
- Layer 3
1/4" flat cut aluminum logo SLP - to be painted red PMS 199 White tiger face Fastened to layer 2
- Layer 4
1/4" flat cut aluminum logo SLP - to be painted white red PMS 199 tiger face Fastened to layer 3
- Mounted with 1/4-20 studs Mounting Pattern
- Letters
1/2" flat cut aluminum drilled and tapped for blind stud mounting Painted PMS 661 Blue and White Mounted with 1/4-20 Studs Mounting Pattern



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Arden Hills, MN 55112
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Approved by:

Date:

CUSTOMER
AVM Construction

PROJECT
Spring Lake Park High School

JOB NUMBER
106906

SUBMITTAL 1
4.29.19

REVISION / DATE

SCALE
NTS - in proportion

SALES / PM
Corinne

Flat Cut Aluminum
D5/A5.101
Qty: 1

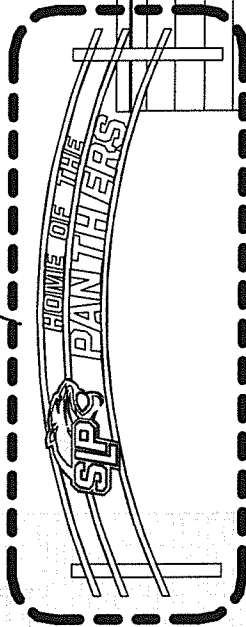
3A

53"

TICKETS

8"

*Some
use
drilling
stop*

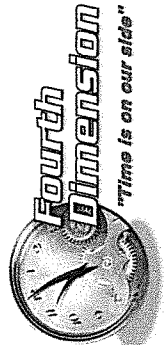


Center over windows

TICKETS

20"

1/2" flat cut aluminum clear anodized finish
drilled and tapped for blind stud mounting
Mounted with 10-24 Studs
Mounting Pattern



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

SCALE
NTS - In proportion

SALES / PM
Corrine

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Flat Cut Layered Logo

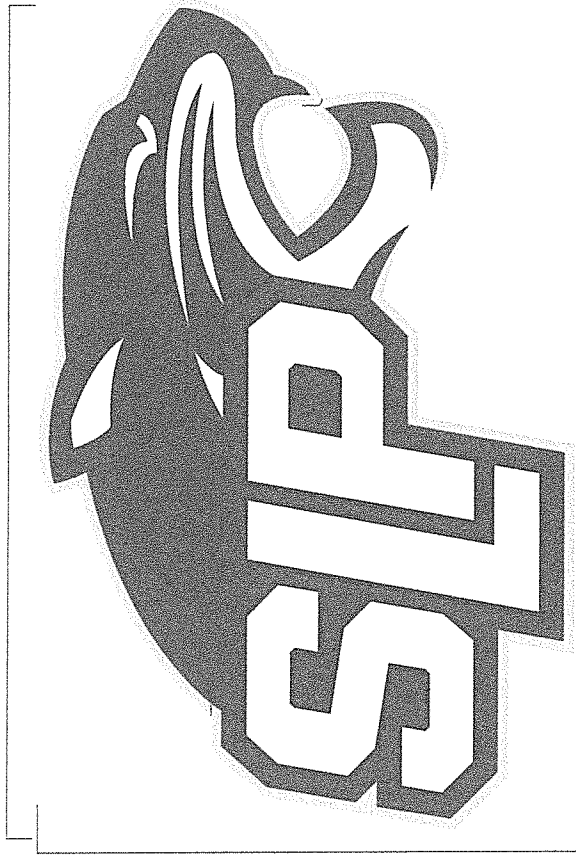
Restroom

CJ/A5.101

Qty: 1

3917

93"



59 1/2"

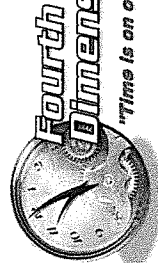
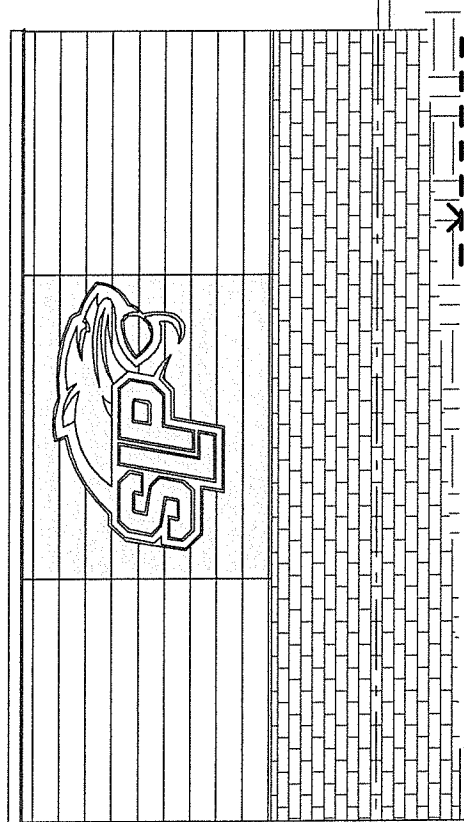
Layer 1 (S)
1/2" flat cut aluminum logo
to be painted brushed aluminum

Layer 2 (B)
1/4" flat cut aluminum logo
to be painted blue PMS 661
Fastened to layer 1

Layer 3
1/4" flat cut aluminum logo
SLP - to be painted red PMS 199
White tiger face
Fastened to layer 2

Layer 4 (R)
1/4" flat cut aluminum logo
SLP - to be painted white
red PMS 199 tiger face
Fastened to layer 3

Mounted with 1/4-20 studs
Mounting Pattern



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

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Fourth Dimension CNC.

Approved by:

Date:

CUSTOMER
AVM Construction

PROJECT
Spring Lake Park High School

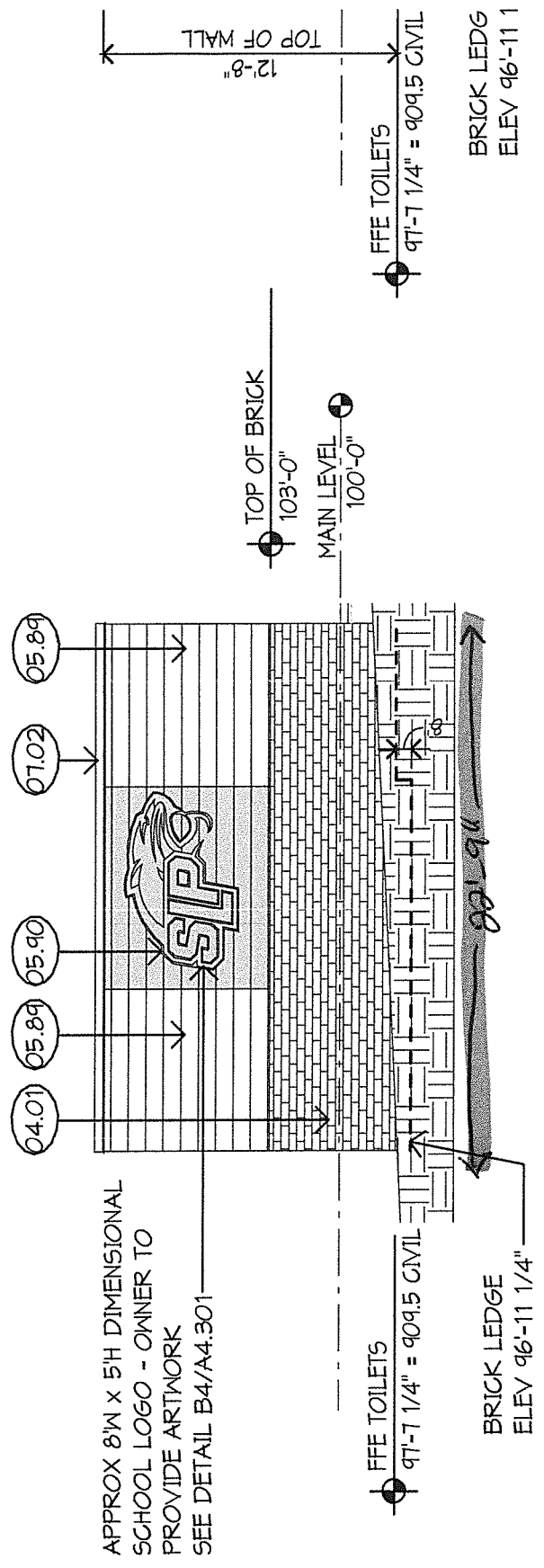
JOB NUMBER
106906

SUBMITTAL 1
5.3.19

REVISION / DATE

SCALE
NTS - In proportion

SALES / PM
Corrine



APPROX 8'W x 5'H DIMENSIONAL
SCHOOL LOGO - OWNER TO
PROVIDE ARTWORK
SEE DETAIL B4/A4.301

TOP OF BRICK
103'-0"

MAIN LEVEL
100'-0"

FFE TOILETS
97'-7 1/4" = 909.5 CIVIL

BRICK LEDGE
ELEV 96'-11 1/4"

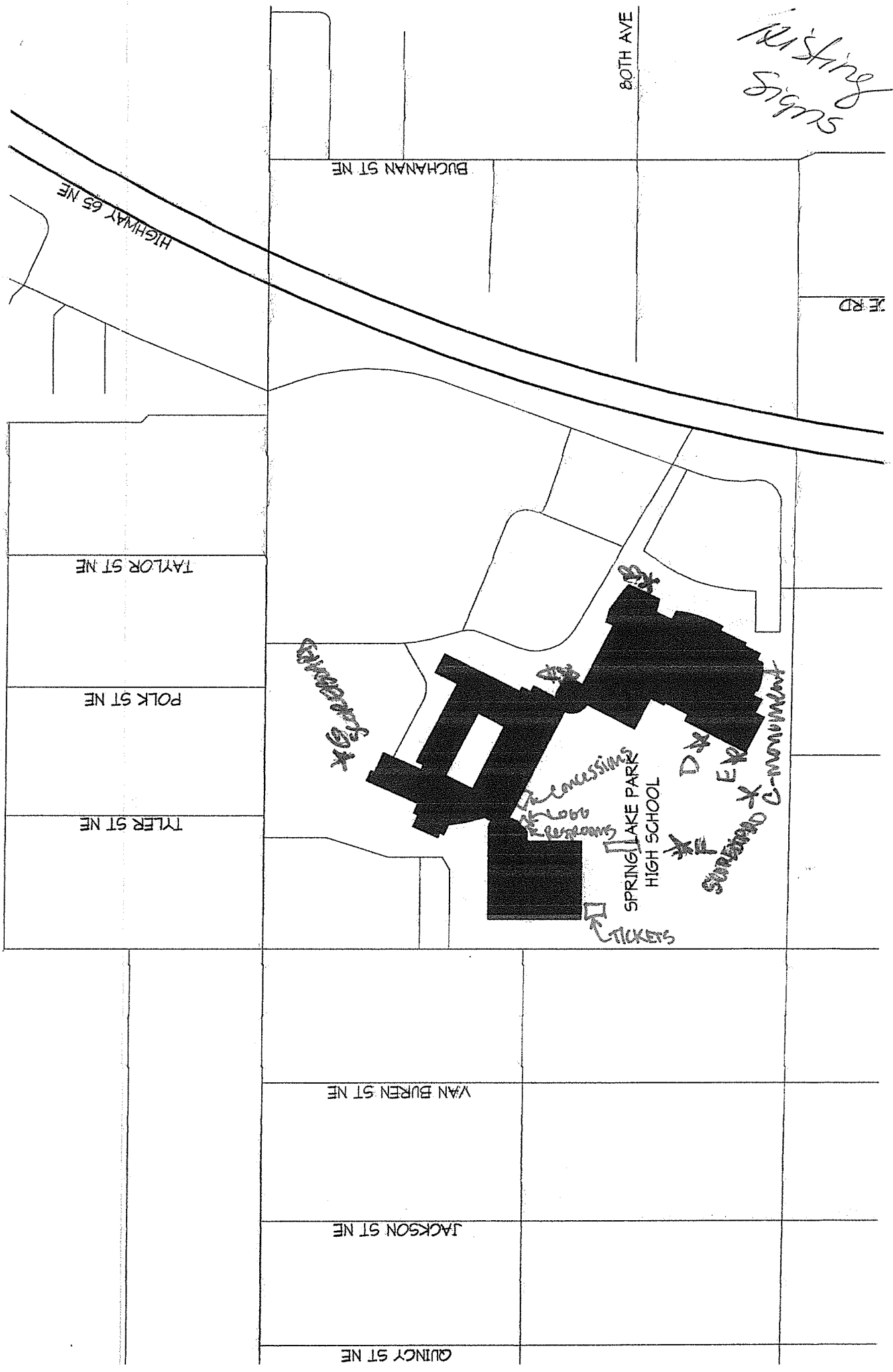
C2 TOILETS SOUTH ELEVATION

1/8" = 1'-0"

C4

272

Existing Signs





Ⓟ

100 sq ft



(B)

650 sq ft

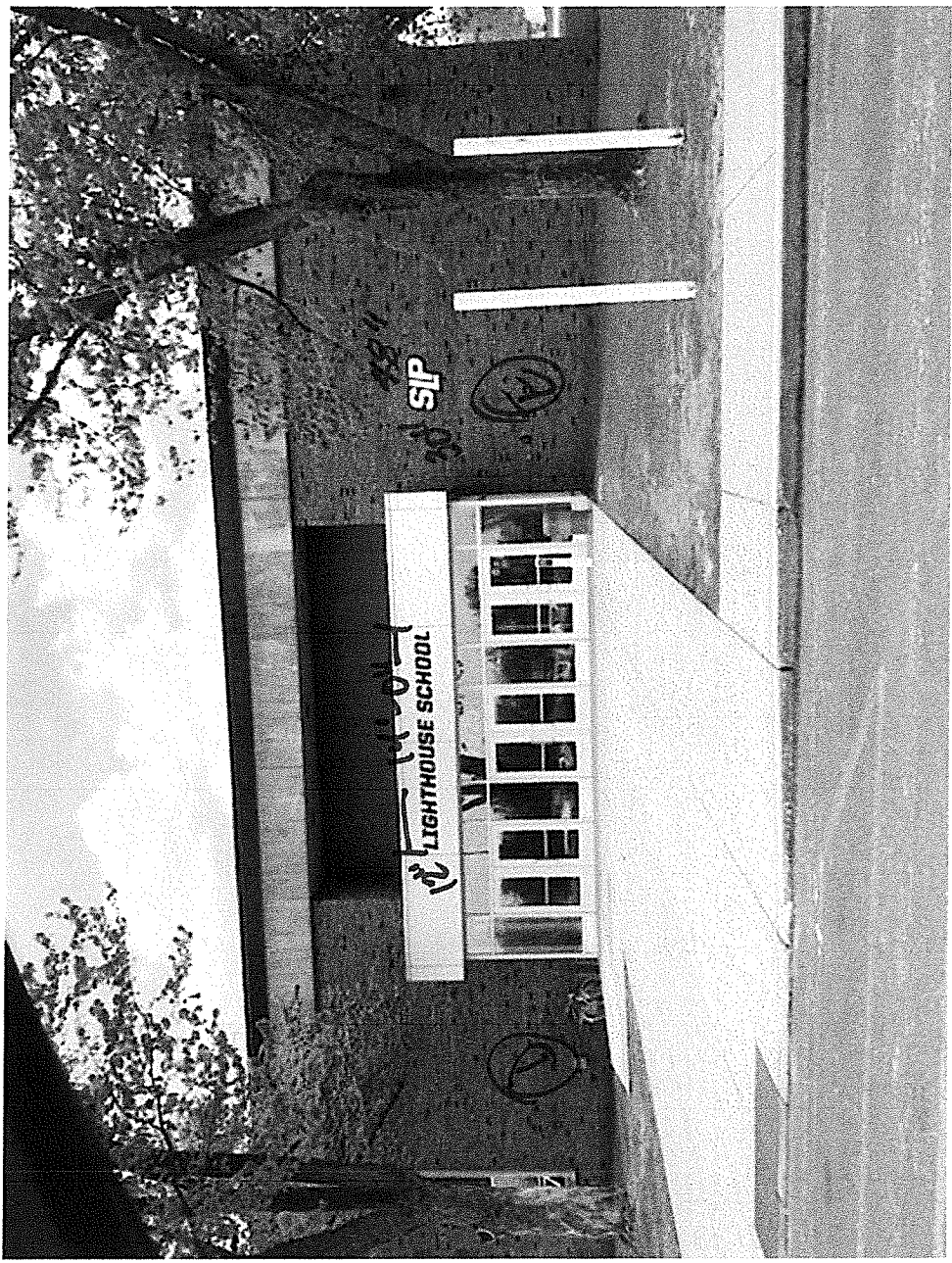


©

17.22 x 2 =
34.44

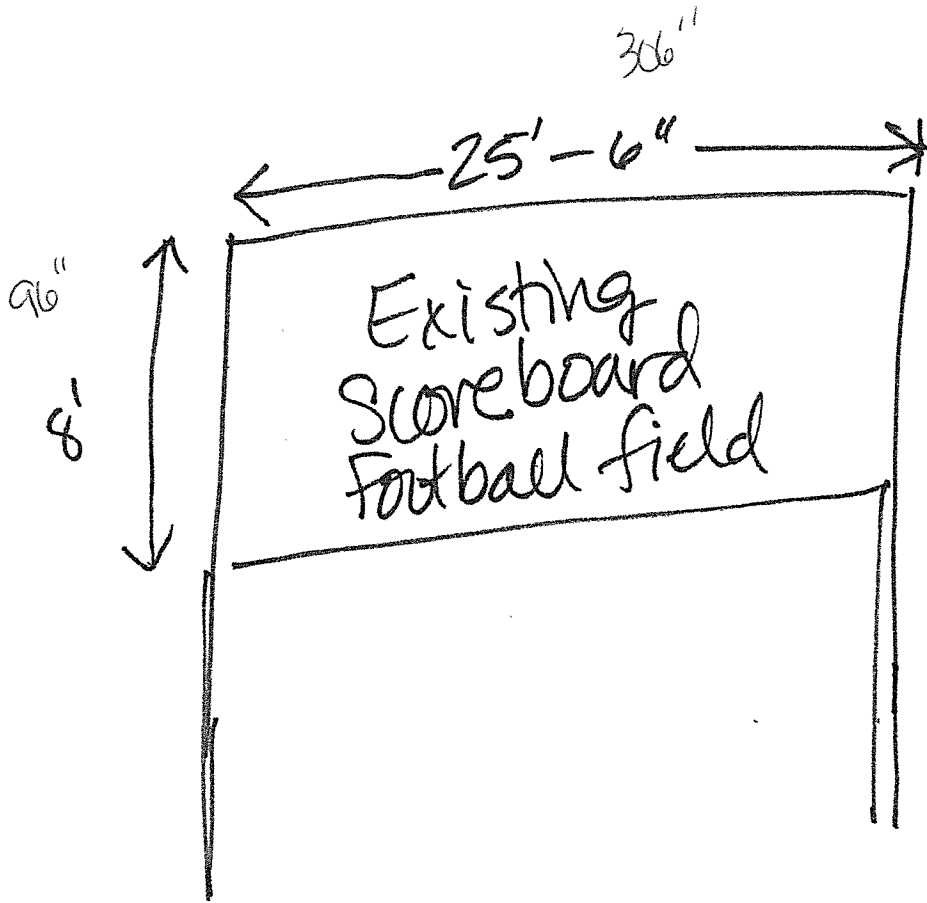
17.22 SQ FT
4.02 OR
46.27 (if you
incl brick)

10 SQ FT

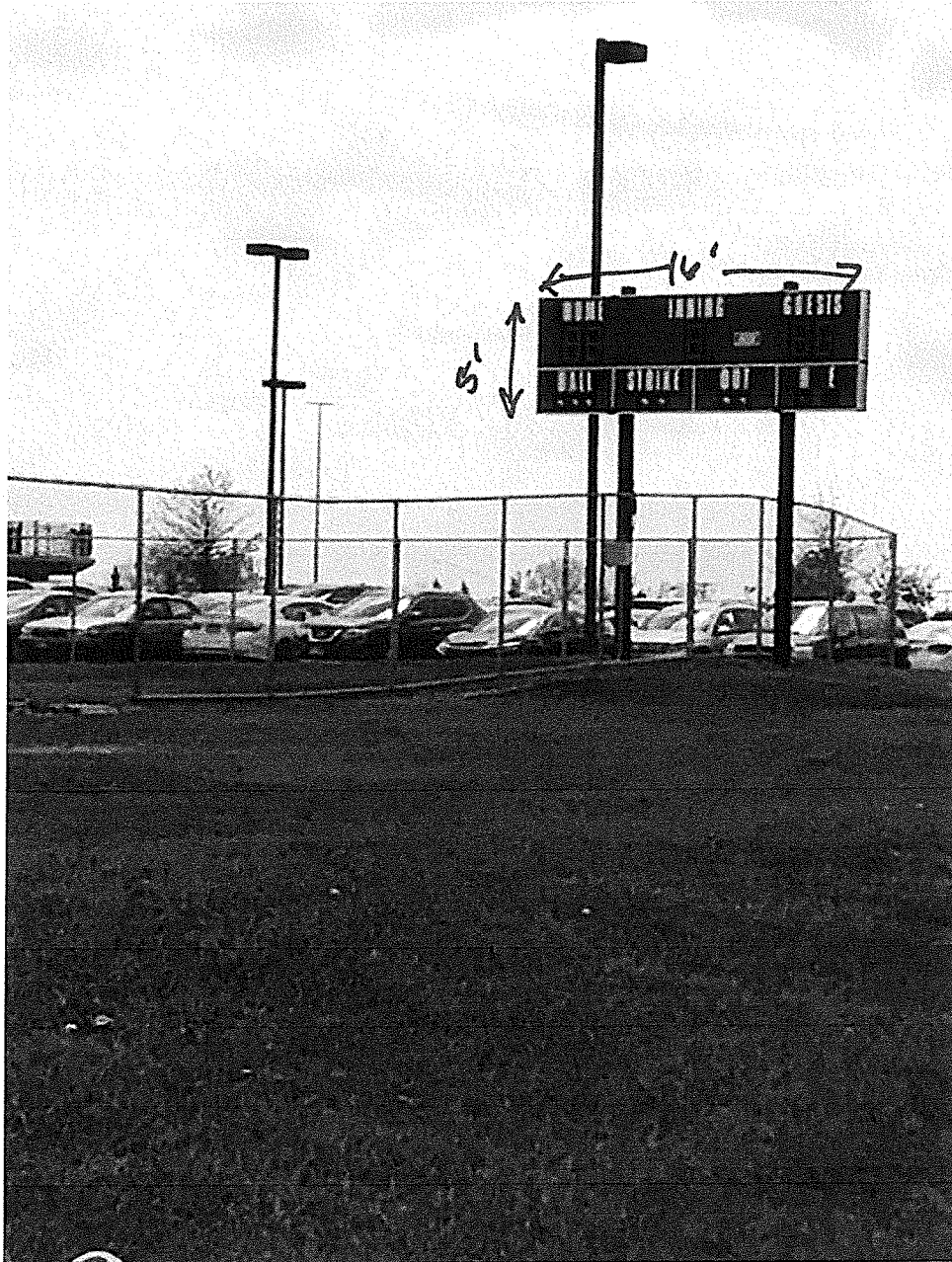


14 SQ FT

(F)



204 SQ FT



⑥

80 SQ FT



Stantec Consulting Services Inc.
733 Marquette Avenue, Suite 1000, Minneapolis MN 55402

June 24, 2019

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

Re: 2019 Sanitary Sewer Lining Project
Project No. 193804698
Bid Results

Dear Honorable Mayor and City Council:

Bids were opened for the Project stated above on June 19, 2019. Transmitted herewith is a copy of the Bid Tabulation for your information and file. Copies will also be distributed to each Bidder once the Project has been awarded.

Five bids were received. The following summarizes the results of the Bids received:

	<u>Contractor</u>	<u>Total Base Bid</u>
Low	Hydro-Klean	\$220,806.00
#2	Visu-Sewer	\$221,595.00
#3	Insituform Technologies USA, LLC	\$239,998.50
#4	Michels Corporation	\$290,732.00
#5	Granite Inliner, LLC, Minnesota	\$365,000.00

The low Bidder on the Project was Hydro-Klean with a Total Base Bid Amount of \$220,806.00. These Bids have been reviewed and found to be in order.

If the City Council wishes to award the Project to the low Bidder, then **Hydro-Klean** should be awarded the Project on the **Total Base Bid Amount of \$220,806.00.**

Should you have any questions, please feel free to contact me at 612-712-2053.

Sincerely,

STANTEC CONSULTING SERVICES INC.

Phil Gravel

Enclosure



Project Name: 2019 Sanitary Sewer Lining Project

City Project No.: _____

Project No.: 193804698

I hereby certify that this is an exact reproduction of bids received.

Bid Opening: Wednesday, June 19, 2019 at 11 A.M., CDT

Owner: City of Spring Lake Park, MN

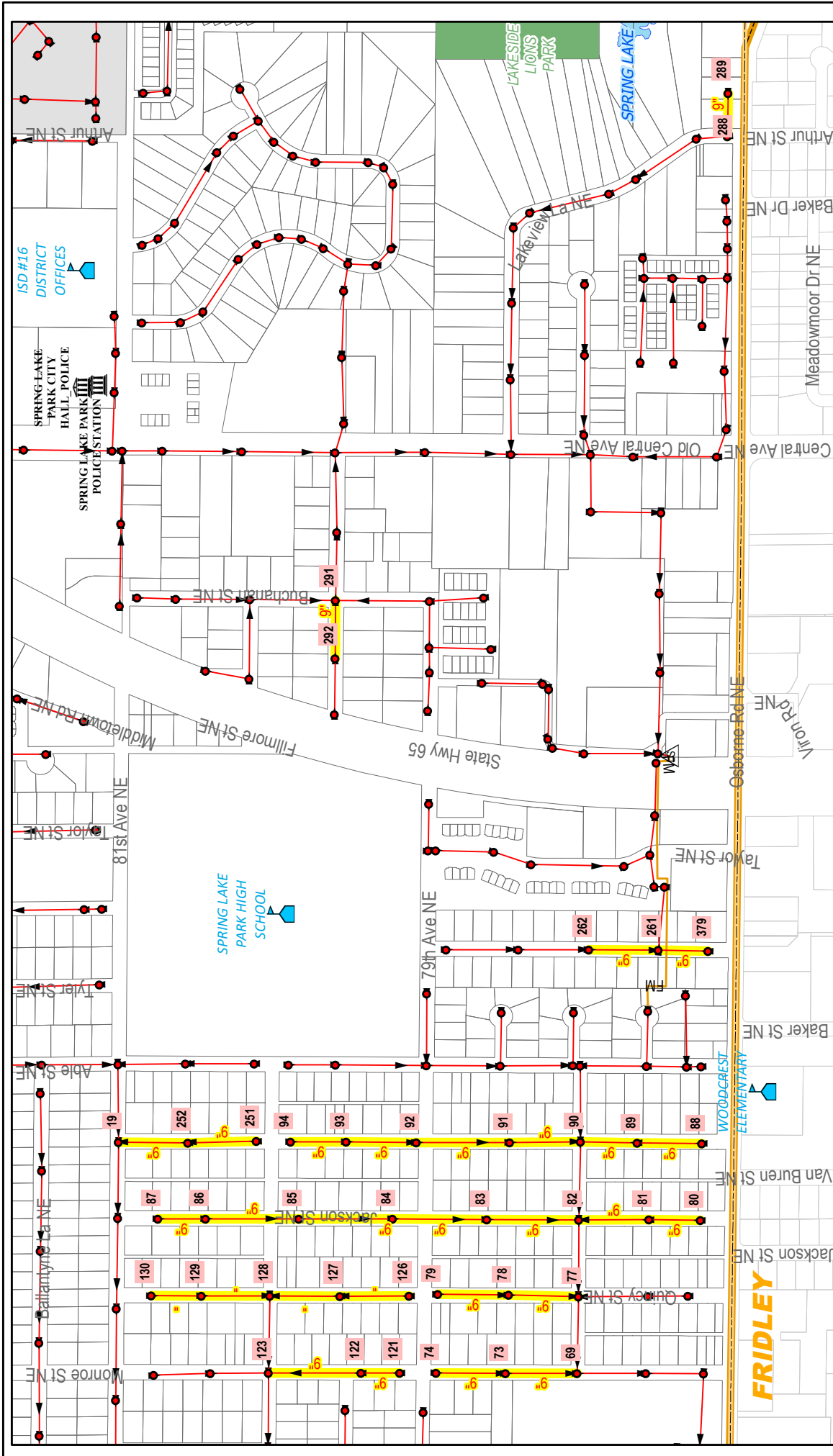
Phil Gravel

Phil Gravel, P.E.

License No. 19864

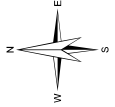
BID TABULATION

Item Num	Item	Units	Qty	Bidder No. 1 Hydro-Klean		Bidder No. 2 Visu-Sewer		Bidder No. 3 Instiufarm Technologies USA, LLC		Bidder No. 4 Michels Pipe Service; dba Michels Corporation		Bidder No. 5 Granite Inliner, LLC		
				Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	
BASE BID:														
1	MOBILIZATION	LS	1	\$4,326.00	\$4,326.00	\$4,250.00	\$4,250.00	\$1,401.50	\$1,401.50	\$14,500.00	\$14,500.00	\$9,000.00	\$9,000.00	
2	TRAFFIC CONTROL	LS	1	\$1,150.00	\$1,150.00	\$300.00	\$300.00	\$2,615.80	\$2,615.80	\$5,060.00	\$5,060.00	\$3,000.00	\$3,000.00	
3	SEWER REHABILITATION, 8 or 9-INCH CIPP	LF	8530	\$20.80	\$177,424.00	\$20.50	\$174,865.00	\$23.10	\$197,043.00	\$25.40	\$216,662.00	\$32.00	\$272,960.00	
4	HYDROPHILIC END SEAL	EA	58	\$132.00	\$7,656.00	\$135.00	\$7,830.00	\$115.90	\$6,722.20	\$95.00	\$5,510.00	\$130.00	\$7,540.00	
5	CLEAN AND INSPECT SERVICE LATERAL CONNECTION	EA	10	\$100.00	\$1,000.00	\$600.00	\$6,000.00	\$518.00	\$5,180.00	\$400.00	\$4,000.00	\$500.00	\$5,000.00	
6	GROUT SERVICE LATERAL CONNECTION	EA	90	\$325.00	\$29,250.00	\$315.00	\$28,350.00	\$300.40	\$27,036.00	\$500.00	\$45,000.00	\$750.00	\$67,500.00	
TOTAL BASE BID:					\$220,806.00		\$221,595.00		\$239,998.50		\$290,732.00		\$365,000.00	
Contractor Name and Address:														
				Hydro-Klean	Visu-Sewer				Instiufarm Technologies USA, LLC		Michels Pipe Service; dba Michels Corporation		Granite Inliner, LLC	
				333 NW 49th Place Des Moines, IA, 50313 Phone: (515) 283-0500 Email: jlomp@hydro-klean.com Signed By: Jill Lomp	W230 N4855 Beiker Drive Pewaukee, WI 53072 (262) 695-2340 visu-info@visu-sewer.com Keith M. Alexander President				17988 Edison Avenue Chesterfield, MO 63005 (636) 530-8000 jlause@aegion.com Jana Lause Contracting & Attesting Officer		817 Main Street Brownsville, WI 53006 (920) 924-4300 mfiglio@michels.us Mike Figlio Regional Manager		585 West Beach Street Watsonville, CA 95076 (831) 724-1011 daniel.banken@gcinc.com Daniel J. Banken Area Manager	
				Title: Contracts Coordinator	Title: President				Title: Contracting & Attesting Officer		Title: Regional Manager		Title: Area Manager	
				Bid Security: Bid Bond	Bid Bond				Bid Bond		Bid Bond		Bid Bond	
				Addenda Acknowledged: None	None				None		None		None	



Legend

- Lift Station
- Gravity Sewer
- Manhole
- Force Main
- Valve
- Project Location
- Spring Lake Park Boundary



733 Marquette Ave, Suite 1000
 Minneapolis MN 55402

City of Spring Lake Park
 2019 Sewer Lining Project

Proposed Improvements

Date	Job No.	Scale
04/25/2019	193804698	See Above

Figure 1



Memorandum

To: Mayor Hansen and Members of the City Council

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

Date: June 26, 2019

Subject: Amendment #2 to Lease – RS Properties (8466 Central Avenue NE)

RS Properties is seeking a second amendment to the lease for the premises at 8466 Central Avenue NE. They are planning to refinance and consolidate loans taken out for the renovation of and equipping of the property into one 10-year SBA loan. The SBA lender is seeking the lease to match the term of the note, which would require adding an 18-month term.

The City Attorney is currently reviewing the documents for the refinancing. We hope to be able to present those to you on Monday for approval.

The lease amendment would allow a option to RS Properties to extend the lease an additional 18 months. The rent will increase from \$7,000 triple net per month to \$8,750 triple net per month. This increase is consistent with the 25% increase between the first five year term and the second five year term. The remainder of the lease will remain in full force and effect.

Staff recommends approval of the Second Amendment to the RS Properties lease. 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 7.1.19 Meeting**
File No.: R-18GEN

Note: Updated information is shown in *italics*.

MS4 Permit (193802936).

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

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

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

2018 Sanitary Sewer Lining Project (193804547).

Project included lining in the northeast area of the city. The remaining tasks include final contractor payment and project close-out (*waiting on information from contractor*). Terry Randall is monitoring the work.

2019 Sanitary Sewer Lining Project (193804547).

This project includes sewer lining in the area near TH65 and Osborne Rd. *Bids were received on June 19th. See separate letter regarding bid results and contract award.*

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

This project includes streets in the area north of 81st Avenue between Monroe and Able. Construction Contracts have been signed. *Construction scheduled to start in mid-July.*

Wells 4 and 5 (193804554): Contractor is Keys Well Drilling. *Both Well 4 and Well 5 are now operating. Final contractor payment has been approved. This project can be closed out.*

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.*

Bituminous Trail (on Osborne Rd. from TH 65 to Central Avenue)(193804584): Contract was awarded on May 6th. *Construction is scheduled to occur the week of August 5th.*

Garfield Pond Improvements Project (193804750): This project is located along 81st Avenue on the south side of the intersection of 81st and Arthur. The Rice Creek Watershed District (RCWD) has approved a grant application for partial project funding. A neighborhood open house was held on April 29th. *Currently working on topographic survey and further communication with the neighbors.*

Dominium Project. A site walkthrough inspection was completed on September 25, 2018 and again this spring. A site punch-list with remaining site improvement work (including street patching) has been prepared. *Punch-list items still need to be repaired.*

Hy-Vee Project. Site utility work is substantially complete.

Hy-Vee has prepared separate construction plan sets for 81st Avenue/Highway 65 and for CSAH 35 (Central Avenue). *Construction continues. Work includes lane closures.*
require any additional information.

CORRESPONDENCE



June 19, 2019

Mr. Todd Houle
925 Angel St NW Apt #108
Elk River, MN. 55330

Dear Mr. Todd Houle,

On June 13, 2019, you contacted the Spring Lake Park Police Department (Case # 19-143345) regarding two juvenile children (ages 5 and 2) that you found wandering around the roadway in the 8300 block of Center Drive NE in the City of Spring Lake Park without any parental supervision.

Subsequently, a Spring Lake Park Police Officer, Officer Fiske arrived on the scene of this call and enlisted your assistance with the children in an attempt to help locate their parent(s). You willingly assisted Officer Fiske with the children and their parent was able to be located. The children were returned to their parent unharmed and safe. Although the circumstances around the children being out alone on a roadway are still being looked into, these children were returned safely to their parent as a direct result of you and your willingness to stop and notify the police.

As a Chief of Police, it is comforting to know that residents like yourself exist and are willing to assist when called upon. I would personally like to extend my sincere appreciation and gratitude to you for assisting with calling the police in this case and willingly assisting Officer Fiske with the children and locating their parent. It is solely because of your willingness to get involved that these children were safely returned to their parent and avoided any type of injury or worse.

On behalf of myself, the City of Spring Lake Park and the Spring Lake Park Police Department, I again would like to take this opportunity to personally thank you for your assistance with this case! I hope that if the need should arise in the future, you would be willing to assist again.

Sincerely,

A handwritten signature in black ink that reads "Douglas M. Ebeltoft".

Douglas M. Ebeltoft
Director of Public Safety/Chief of Police
Spring Lake Park Police Department



Rice Creek Watershed District
NOTICE OF PUBLIC HEARING on
Bald Eagle Lake Iron-Enhanced Sand Filter Project

PLEASE TAKE NOTICE that at its **regular board meeting on Wednesday, June 26, 2019 at 9:00 a.m.** in the Shoreview City Council Chambers, 4600 North Victoria Street, Shoreview, Minnesota, the Rice Creek Watershed District (RCWD) Board of Managers will receive public comment under Minnesota Statutes 103B.251 on the ordering of the following project: Bald Eagle Lake Iron-Enhanced Sand Filter Project. The RCWD has obtained a Clean Water Fund grant through the BWSR for this project. The total project cost will be approximately \$490,000.00. The RCWD's share of cost for the project will be approximately \$98,000.00 and would be funded by general tax levy on real property within the watershed (Anoka County \$26,920, Hennepin County \$711, Ramsey County \$51,045, Washington County \$19,324). If you have any questions, please contact the District at 763-398-3070, 4325 Pheasant Ridge Drive NE, Suite 611, Blaine, MN 55449.

4325 Pheasant Ridge Drive NE #611 | Blaine, MN 55449 | T: 763-398-3070 | F: 763-398-3088 | www.ricestream.org

**BOARD OF
MANAGERS**

Michael J. Bradley
Ramsey County

Barbara A. Haake
Ramsey County

Patricia L. Preiner
Anoka County

Steven P. Wagamon
Anoka County

John J. Waller
Washington County

