



**CITY COUNCIL AGENDA
TUESDAY, JANUARY 22, 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 – January 7, 2019
 - B. Disbursements
 1. General Operations Disbursement Claim No. 18-23 - \$669,237.03
 - C. Right of Way Application - Comcast
 - D. Contractor's Licenses
 - E. Business License – Dance License
7. PRESENTATION
 - A. Volunteer Appreciation Awards for Beyond the Yellow Ribbon Volunteers
8. POLICE REPORT
9. PARKS AND RECREATION REPORT
10. NEW BUSINESS
 - A. 2019-2023 Capital Improvement Plan
 - B. Authorization to Purchase Ballfield Groomer
 - C. 2019 Recycling Budget
11. ENGINEER'S REPORT
12. ATTORNEY'S REPORT
13. REPORTS
 - A. Administrator Reports
14. OTHER
15. ADJOURN

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

RULES FOR DISCUSSION FROM THE FLOOR AND PUBLIC HEARINGS

DISCUSSION FROM THE FLOOR

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

PUBLIC HEARINGS

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

The following format will be used to conduct the hearing:

- The presenter will have a maximum of 10 minutes to explain the project as proposed.
- Councilmembers will have the opportunity to ask questions or comment on the proposal.
- Citizens will then have an opportunity to ask questions and/or comment on the project. Those wishing 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 January 7, 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. Oaths of Office Councilmember Delfs
 Councilmember Wendling
 Mayor Hansen

3. Roll Call

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

Members Absent: None

Staff Present: Police Chief Ebeltoft; Public Works Director Randall; Building Official Brainard;
 Engineer Gravel; Attorney Thames; Administrator Buchholtz and Executive
 Assistant Gooden

Visitors: Paige Kieffer, ABC Newspaper
 Paddy Jones, Ham Lake

4. Pledge of Allegiance

5. Additions or Corrections to Agenda-None

6. Discussion From The Floor - None

7. Consent Agenda:

Mayor Hansen reviewed the following Consent Agenda items:

- A. Approval of Work Session Minutes – December 17, 2018
- B. Public Right of Way Application – Comcast
- C. Public Right of Way Application – CenterPoint Energy
- D. Resolution 19-01 Accepting Monetary Donation
- E. Spring Lake Park 2019 Engagement Letter for City Attorney Services
- F. Request for Contractor's Payment No. 1 – 2018 Well No. 4 and 5 Maintenance Project
- G. Approval of Agreement with State Plan of Operation Between the State of MN and Spring Lake Park Police Department
- H. Contractor's Licenses
- I. Sign Permit
- J. Correspondence

Councilmember Nelson expressed his appreciation for Resolution 19-01 for the donation to the Police Department and recognized all the hard work the Department does.

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

8. Public Works Report

Public Works Director Randall reported that the Public Works Department have been preparing the ice rinks; continuing to collect the garbage and recycling at the parks, and working on repairs to the maintenance equipment. He stated that the Department hung the Christmas lights at the city parks, Public Works building and City Hall. He reported that the Department plowed and salted three times in the month of December.

Mr. Randall reported that well number 4 is back and running again. He stated that maintenance on well number 5 has started and there are some needed repairs to the couplings.

Mr. Randall reported all the water meters have been read for the quarter. He reported that the sewer liner on Arthur Street collapsed on December 15, 2018. He stated that the contractor is installing a new liner.

Mayor Hansen thanked the Public Works Department for their many talents they offer to the City.

8. Code Enforcement Report

Building Official Brainard reported that he attended the Council meetings on December 3 and December 17; a Department Head meeting on December 4; the Minnesota Building Technician Association meeting on December 6 and the North Suburban Code Official meeting on December 11.

Mr. Brainard stated that in 2018, a total of 216 building permits were issued compared to 250 in 2017. He reported that the total valuation for 2018 of \$22,406,351.26 compared to \$31,066,551.75. He noted the total building permit revenue for 2018 of \$291,362.82 compared to \$309,459.72 in 2017. He noted that with one project ready for plan review starting in February 2019; it gives an indication that 2019 will be a very busy year for the Code Enforcement Department.

Mr. Brainard reported that revenues for the Code Enforcement Department in 2018 have exceeded revenue budget projections by 251%. He stated that the expenditure budget for 2018 was set at \$166,090.00 while revenue generated through building, plumbing, mechanical, plan reviews, certificate of occupancies, vacant/foreclosure properties, and rentals totaled \$379,122.84. He stated the Code Enforcement Department generated \$213,032.84 additional revenue after expenses for 2018.

Mr. Brainard provided the vacancy listing for December 2018. He reported that he posted one abandoned and/or vacant property notice in month of December and conducted two Administrative Offense Tickets were issued by the Code Enforcement Department.

Mr. Brainard thanked Kristine Pearson and Nancy Kelm for their assistance to the Code Enforcement Department this past year. He congratulated Inspector John Caldwell on passing the State of Minnesota Building Official exam.

Mr. Brainard stated that one of the challenges for the Code Enforcement Department will include addressing the inspection demand for the Public Storage Interior Climate Control building and the Hy-Vee buildings for inspections and plan reviews. He stated that both projects are projected to be completed by fall of 2019. He stated that this is in addition to the plan review and inspections for upcoming construction projects and maintaining current services for rental and nuisance inspections.

9. New BusinessA. 2019 Appointments

Mayor Hansen presented the 2019 appointments to the City Council. Mayor Hansen inquired if the Councilmembers had reviewed the appointments and if there were any objections to the appointments.

Councilmember Goodboe-Bisschoff stated that she noted she was not appointed to as many Commissions as she had in the past year. She inquired as to why she was not appointed to any new commissions.

Mayor Hansen reminded Councilmember Goodboe-Bisschoff of the reasoning for the number of appointments in the previous year and stated that the lack of diplomacy Councilmember Goodboe-Bisschoff displayed had a negative effect on the Boards/Commissions she served on in the past. Mayor Hansen stated that she would not expose such behavior to the other Commission members, volunteers and the community.

Councilmember Goodboe-Bisschoff inquired why a new Commissioner was replacing Planning Commissioner Vince Smith when Mr. Smith's term was not up in 2019. Mayor Hansen stated that Commission members serve at the will of the Council on commissions and the Council has the option to appoint new members.

MOTION MADE BY COUNCILMEMBER HANSEN TO APPROVE 2019 APPOINTMENTS. ROLL CALL VOTE: COUNCILMEMBERS NELSON, WENDLING, DELFS AND MAYOR HANSEN- AYES; COUNCILMEMBER GOODBOE-BISSCHOFF - NAY. MOTION CARRIED.

B. Schedule Work Session

Administrator Buchholtz requested that a Council work session be scheduled to discuss the Request for Proposals for Building Inspection services, the 2019-2023 Capital Improvement Plan and the Lakeside Park swimming beach. The consensus of the Council was to schedule the work session for Monday, January 14, 2019 at 5:30 PM.

12. Engineer's Report

Engineer Gravel had no new items to report.

13. Attorney's Report

Attorney Thames had no new items to report.

14. ReportsA. Beyond the Yellow Ribbon Report

Councilmember Nelson reported that the Beyond the Yellow Ribbon organization will be working with the National Guard to distribute funds to the families who are in need. He reported that a local gas station will be assisting in the collection of the cards and distribution. He stated that the volunteers who have helped the Beyond the Yellow Ribbon organization will be recognized at the next City Council meeting on January 22, 2019.

15. Other

A. Administrator Reports

Administrator Buchholtz reported that the engagement letter with the City auditors has been signed and work on the 2018 audit will begin in late March or early April.

Administrator Buchholtz reported that a grant application has been submitted to the Rice Creek Watershed District for the work on the Garfield Pond project.

Administrator Buchholtz thanked Executive Assistant Gooden for assisting to the Code Enforcement Department with the Administrative Citation process.

Administrator Buchholtz provided the Council with the results of the Request for Proposals for the Building Inspection services. He provided a summary that will be reviewed at the Council work session.

16. Adjourn

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

The meeting was adjourned at 7:36 P.M.

Cindy Hansen, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

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

Date: Dec 2018
Page: 1
Claim Res.#18-23

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
65405	ABRA EQUIPMENT SUPPLY	SCREENER	6,633.50
65406	AID ELECTRIC SERVICE, INC	SERVICES	220.32
65407	AMERICAN MESSAGING	MONTHLY SERVICES	4.18
65408	ANCOM TECHNICAL CENTER	SERVICES	639.75
65409	ANOKA COUNTY TREASURY	BALLOTS	143.67
65410	ASPEN MILLS	U. ALLOWANCES	60.69
65411	ASTECH CORP	STREET SEAL COAT PROJECT	119,459.63
65412	BRAD BAKER	U. ALLOWANCES	72.93
65413	GLENN BAUER	REIMBURSEMENT	256.92
65414	RANDY BROWN	U. ALLOWANCES	67.97
65415	CARSON, CLELLAND & SCHREDER	LEGAL FEES	9,758.99
65416	CENTERPOINT ENERGY	MONTHLY UTILITIES	830.77
65417	CHAMPION YOUTH	INSTRUCTOR RECREATION	1,663.20
65418	CINTAS	MATS	88.46
65419	COMMERS PRINTING INC	BUSINESS CARDS	188.80
65420	COMPUTER INTERGRATION TECHNOI	MANAGED SERVICES	2,000.00
65421	CONNEXUS ENERGY	ANOKA CTYJ MKTG PLAN COST-SHARED	350.00
65422	COTTENS INC	PARTS	290.65
65423	DARRELL'S CONTRACTING INC	BLACKTOP SERVICES	1,650.00
65424	DOOR CTY MARITIME MUSEUM	EXTENDED TOUR RECREATION	50.00
65425	ECM PUBLISHERS, INC.	PUBLISHING	354.13
65426	FASTENAL COMPANY	PARTS	169.84
65427	FLEXIBLE PIPE TOOL COMPANY	BULLDOG NOZZLE	3,707.00
65428	CITY OF FRIDLEY	FALL TRIPS RECREATION	1,118.80
65429	GOLD COAST ARMORY	SUPPLIES	2,871.11
65430	GOPHER STATE ONE-CALL INC	LOCATES	75.60
65431	INSITUFORM TECHNOLOGIES USA, LL	SANITARY SEWER LINING PJT	185,515.96
65432	LEAGUE OF MN CITIES	ANNUAL DUES	30.00
65433	MANSFIELD OIL COMPANY	FUEL	2,227.43
65434	JILL MASON	INSTRUCTOR RECREATION	249.00
65435	MBPTA	ANNUAL DUES	100.00
65436	METROPOLITAN COUNCIL	WASTE WATER SERVICES	49,464.84
65437	MIKE MCPHILLIPS INC	STREET SWEEPING	6,133.50
65438	CITY OF MINNEAPOLIS	APS TRANSACTIONS	230.40
65439	MINNESOTA DEPT OF HEALTH	4TH QTR WTR CONNECTION FEES	3,486.00
65440	MINNESOTA PLAYGROUND	CONCRETE FOOTINGS	5,542.00
65441	MINNESOTA RURAL WATER ASSN.	MEMBERSHIP FEES	250.00
65442	MINNESOTA SAFETY COUNCIL	INSTRUCTOR RECREATION	380.00
65443	MN CHIEFS OF POLICE ASSOCIATION	PERMITS	31.90
65444	NORTHERN	SUPPLIES	177.40
65445	KAY OKEY	ESCORT FEES EXTENDED TOUR	1,160.40

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

Date: Dec 2018
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Claim Res.#18-23

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
65446	RDO EQUIPMENT CO.	PARTS	232.12
65447	SHANK CONSTRUCTORS, INC	SERVICES	1,658.00
65448	SHRED-IT USA	SHREDDING SERVICES	198.73
65449	SLP FIRE DEPARTMENT	FIRE PROTECTION	18,834.00
65450	STREICHER'S	U. ALLOWANCES	93.98
65451	THE HOME DEPOT CREDIT SERVICES	MONTHLY CREDIT CARD	157.54
65452	KENNETH A. TOLZMANN, SAMA	CONTRACTUAL SERVICES	8,604.00
65453	TOWMASTER	ALUMINUM CHIPPER TOPPER	4,775.00
65454	TRAPPER PHIL'S WILDLIFE CONTROL	SERVICES	135.00
65455	TWIN CITIES BMEU WEST	POSTAGE	2,950.00
65456	WASTE MANAGEMENT OF WI-MN	MONTHLY SERVICES	7,146.74
65457	XCEL ENERGY	MONTHLY UTILITIES	53.31
65458	AFLAC	PAYROLL	22.17
65459	AMERITAS	PAYROLL	37.26
65460	CENTRAL PENSION FUND	PAYROLL	520.08
65461	DEARBORN NATIONAL	PAYROLL	471.51
65462	DELTA DENTAL	PAYROLL	1,599.77
65463	HEALTH PARTNERS	PAYROLL	13,933.36
65464	L.E.L.S.	PAYROLL	245.00
65465	LOCAL 49	PAYROLL	105.00
65466	NCPERS MINNESOTA-7750811	PAYROLL	40.00
65467	ACZ LABORATOIRES, INC.	RADIUM	184.00
65468	ALLEGRA PRINT & IMAGING	PRINTING	617.26
65469	ANCOM TECHNICAL CENTER	SERVICES	299.25
65470	AT & T MOBILITY	MONTHLY SERVICES	921.58
65472	CITY OF BLAINE	FIRE BOND LEVY COLLECTIONS	25,355.36
65473	BLAKE DRILLING CO., INC	SERVICES	3,469.00
65474	BRAD POVITZKI	OVERPAYMENT FINAL WTR BILL	14.85
65475	WANDA BROWN-MCGRECK	REIMBURSEMENT	44.72
65476	DAVID CHLEBECK	U. ALLOWANCES	211.75
65477	CINTAS	MATS	88.46
65478	COMCAST	MONTHLY SERVICES	105.92
65479	COMM-WORKS, LLC	PARK CAMERAS MONTHLY	125.00
65480	CONNIE FLANAGAN	RECREATION REFUND	100.00
65481	COTTENS INC	PARTS	38.18
65482	CRYTEEL DIST INC	SERVICES/PARTS	21,188.36
65483	KAITLYN RYGWALL-DICKEY	INSTRUCTOR RECREATION	75.00
65484	FASTENAL COMPANY	PARTS	61.02
65485	GREAT GARAGE DOOR CO	DOOR TRIM/DOOR OPENER	421.70
65486	GREEN LIGHTS RECYCLING INC	RECYCLING	44.95
65487	H & L MESABI INC	SUPPLIES	723.48

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

Date: Dec 2018
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Claim Res.#18-23

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
65488	HACH COMPANY	BATTERIES/PARTS	1,082.11
65489	INSTRUMENTAL RESEARCH INC	WATER TESTING	72.00
65490	MICHAEL LEDMAN	INSTRUCTOR RECREATION	540.00
65491	LISA MURPHY	U. ALLOWANCES	45.94
65492	MANSFIELD OIL COMPANY	FUEL	673.36
65493	JILL MASON	INSTRUCTOR RECREATION	25.00
65494	MENARDS-CAPITAL ONE COMMERIC/	MONTHLY CREDIT CARD	17.76
65495	METROPOLITAN COUNCIL	BI-ANNUAL SAC DEFERRAL	2,586.46
65496	MINNEAPOLIS SAW	PARTS	14.83
65497	MUNICIPAL PAVING PLANT	ASPHALT MIX	261.76
65498	QC DANCE	INSTRUCTOR RECREATION	648.00
65499	RICHFIELD BUS CO	BUS SERVICES	657.04
65500	JUDY ANN ROGGE	ELECTION JUDGE	171.69
65501	SAM'S CLUB	MEMBERSHIP FEES	245.00
65502	STERLING TROPHY, INC.	LAPEL PINS	975.00
65503	TRI STATE BOBCAT INC	PARTS	130.16
65504	TRUST IN US, LLC	MEMBERSHIP FEES/SERVICES	350.00
65505	U.S.T.I.	UB E-BILLING	8.96
65506	ASPEN MILLS	U. ALLOWANCES	725.31
65507	BERKLEY ADMINISTRATORS	CLAIMS	626.85
65508	CENTERPOINT ENERGY	MONTHLY UTILITIES	784.75
65509	COMMERS PRINTING INC	SUPPLIES	289.60
65510	CONNEXUS ENERGY	MONTHLY UTILITIES	351.27
65511	COORDINATED BUSINESS SYSTEMS L1	MAINTANCE COPIER	793.96
65512	COTTENS INC	AUTO SERVICES/REPAIR	113.86
65513	ECM PUBLISHERS, INC.	PUBLISHING	69.88
65514	KAREN FISKE	REIMBURSEMENT	299.99
65515	GREEN LIGHTS RECYCLING INC	RECYCLING	2,087.13
65516	H & L MESABI INC	PARST/SUPPLIES	1,933.36
65517	HAWKINS WATER TREATMENT	CHEMICALS	3,236.23
65518	MIDWEST DIESEL SERVICE INC.	AUTO SERVICES/REPAIR	747.69
65519	MINNESOTA COACHES, INC	BUS SERVICES RECREATION	740.25
65520	OFFICE OF MN.IT SERVICES	PD FIBER OPTICS	46.40
65521	PERFECT 10 CAR WASH	AUTO SERVICES/REPAIR	31.96
65522	QUILL	SUPPLIES	302.22
65523	SAFEASSURE CONSULTANTS INC.	SAFETLY TRAINING	6,409.35
65524	SLP FIRE DEPARTMENT	CAPITAL EQUIPMENT LADDER 1	85,557.32
65525	STREICHER'S	U. ALLOWANCES	190.97
65526	TASC	ADMIN FEES	30.08
65527	TOLL GAS & WELDING SUPPLY	SUPPLIES	115.91
65528	WALTERS RECYCLING REFUSE SERV	MONTHLY SERVICES	2,770.55

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

Date: Dec 2018
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<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
65529	XCEL ENERGY	MONTHLY UTILITIES	11,862.77
65530	AFLAC	PAYROLL	22.17
65531	AMERITAS	PAYROLL	37.26
65532	CENTRAL PENSION FUND	PAYROLL	520.08
65533	DEARBORN NATIONAL	PAYROLL	471.51
65534	DELTA DENTAL	PAYROLL	1,599.77
65535	HEALTH PARTNERS	PAYROLL	13,933.36
65536	L.E.L.S.	PAYROLL	245.00
65537	LOCAL 49	PAYROLL	105.00
65538	NCPERS MINNESOTA-7750811	PAYROLL	72.00
		TOTAL DISBURSEMENTS	<u><u>669,237.03</u></u>

WHEREAS,

the City Council of the City of Spring Lake Park has considered the foregoing itemized list of disbursements; and

WHEREAS,

the City Council has determined that all disbursements, as listed, with the following exceptions:

are proper.

NOW, THEREFORE BE IT RESOLVED:

that the City Council directs and approves the payment of the aforementioned disbursements this _____ day of _____, 20_____.

Signed: _____
Mayor

Councilmembers:

ATTEST:

Daniel Buchholtz, Admin/Clerk-Treasurer



CITY OF SPRING LAKE PARK
 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: Brent Lowry / Comcast Cable

GOPHER 1-CALL REG. NO.: _____

ADDRESS: 4255 Lexington Ave N, #100, Arden Hills, MN 55126
site: 8465 Plaza Blvd NE, 55432 JT # 35149

PHONE: 651.829.0879 FAX: _____

E-MAIL ADDRESS: brent_lowry@cable.comcast.com

NAME OF REPRESENTATIVE: Universal Services

REPRESENTATIVE PHONE NO'S.: 651.714.0630

DESCRIPTION OF PROPOSED WORK: including a start date and completion date:
Start from pole in ROW W side of Plaza Blvd NE at Theorin Ter, new UG heading
East, Cross Plaza Blvd, follow ROW on S side of Theorin Ter to pole, head N crossing Theorin
to new PED placement on private property

START DATE: 1/21/19 COMPLETION DATE: 4/21/19

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: Method: directional bore. Will require potholing
potholing needs to be accessed at time of locates. Resto will be performed on any
hard or soft surface disturbed by install. Soft surface to be done around mid april
as weather thaws. Hard surface to have cold patch during winter and then permanent resto
completed during the spring

OK. 1/16/19 - TR

Brent Lowry

1/14/19

Authorized Representative Signature

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.:

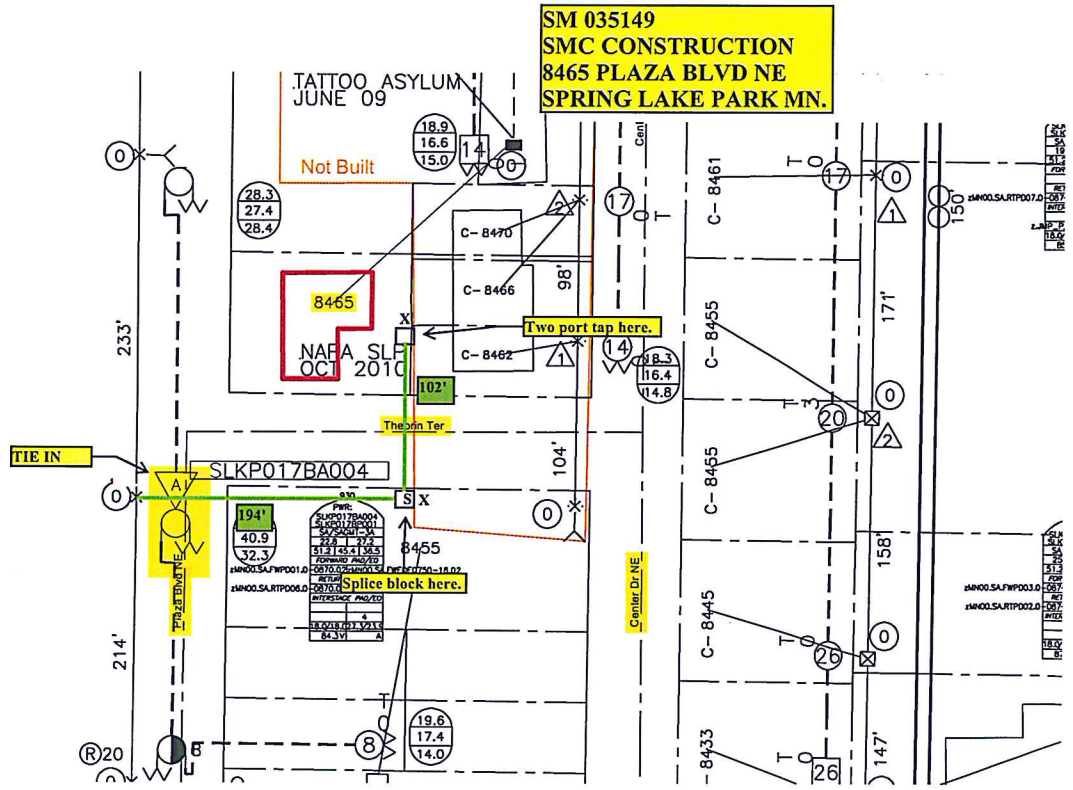
Date:

Initials:

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

MNSLKP017

8465 Plaza Blvd NE, 55432



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

Contractor's Licenses

January 22, 2019

2019-2020 Garbage Haulers

Ace Solid Waste

Aspen Waste Systems

Randy's Sanitation, Inc.

Republic Services

Walters Recycling & Refuse

Waste Management

Mechanical Contractor

Airics Heating and Air

Generik Heating & Cooling, Inc.

Plumbing Contractor

ASAP Underground, LLC.

Tree Contractor

Joey D's Tree Service

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

Business License - Dance License

January 22, 2019

RS Properties dba The Sunset Grill

8466 Hwy 65 NE



Police Report

December 2018

Submitted for Council Meeting January 22, 2019

The Spring Lake Park Police Department responded to five hundred and seventy-five calls for service for the month of December 2018. This is compared to responding to five hundred and ninety-eight calls for service in December of 2017.

With this being the last police report of the year (2018), I wanted to provide the Mayor, City Council and our Residents a summary of our Spring Lake Park Reserve Unit and their contributions to the police department and city. In 2018, the Spring Lake Park Police Reserve Unit donated approximately 190.2 hours of service each. The Spring Lake Park Reserve Unit consist of six individuals that donate their time to assist the City of Spring Lake Park and the Police Department. In total, these six individuals have donated one thousand one hundred and forty one hours of volunteer time. Using the "2017 State Value for Volunteer Time Schedule", for the State of Minnesota, volunteer time is valued at \$27.58. This equates to a savings of \$31,468.78 for the City of Spring Lake Park.

The Spring Lake Park Reserve Unit currently sits at six members, we are always taking applications from individuals that may be interested in volunteering their time with the police department. Applications can be obtained from the City of Spring Lake Park Website or here at City Hall/Police Department. Due to our department size, we are able to have up to ten members for our Reserve Unit.

I would like to personally and publicly thank each of our Police Reserve members for their dedication and commitment to the Spring Lake Park Police Reserve Unit. Their self-less volunteering allows our officers to continue to perform their duties in a timely matter, to keep our community safe.

I would also like to thank Officer Tony Bennek and Officer Dave Chlebeck for their participation with overseeing the Spring Lake Park Reserve Unit and the guidance that they provide to keep this program running smoothly and to the high standards of our agency.

Investigator Baker reports handling a case load of forty-two cases for the month of December 2018. Thirty-four of these cases are felony in nature, four of these cases are gross-misdemeanor in nature and

four of these cases are misdemeanor in nature. Investigator Baker also notes monitoring four forfeiture cases along with his current case load. Investigator Baker did note for the month of December 2018, he has been able charge out cases to include but limited to: A hit and run motor vehicle accident with injuries, mail theft case, damage to property case, possession of a controlled substance case and a robbery case. For further details see Investigator's attached report.

Officer Chlebeck our School Resource Officer reports handling six calls for service at our local schools, along with twenty-six student contacts, four escorts and three follow up investigations into school related issues. Officer Chlebeck noted that school was in session for fourteen days for the month of December and that he worked three home basketball games and that all went well. For further details see School Resource Officer Chlebeck's attached report.

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

The month of December was a busy month for myself as well, besides handling the day to day operations of the police department, I continue to attend meetings on a daily basis representing the City of Spring Lake Park and the Police Department. These meetings include but are not limited to:

- City Council Meetings for the month
- A Department Head Meeting here at City Hall
- Meeting with Police and County Representatives for "Technology- Related Issues"
- Meeting with CIT Representative Tim Mangle and Administrator Buchholtz regarding city wide computer advancements.
- A Critical Issues Webinar- "Strategies to Recruit and Retain Law Enforcement Officers"

I completed the month by attending the City of Spring Lake Park Employee Christmas Appreciation Luncheon held here at City Hall, where I received recognition for completing thirty years of service with the City of Spring Lake Park. I would again like to thank the Mayor, City Council, Staff and our Residents for this recognition and I look forward to continuing to serve this community which I consider to be my home.

This will conclude my report for December 2018.

Are there any questions?



Investigator
Brad Baker

Spring Lake Park Police Department Investigations Monthly Report

December 2018

Total Case Load

Case Load by Level of Offense: 42

Felony	34
Gross Misdemeanor	4
Misdemeanor	4

Case Dispositions:

County Attorney	1
Juvenile County Attorney	1
City Attorney	3
Forward to Other Agency	1
SLP Liaison	0
Carried Over	27
Unfounded	0
Exceptionally Cleared	3
Closed/Inactive	6

Forfeitures:

Active Forfeitures	4
Forfeitures Closed	0

Notes:

Spring Lake Park Police / School Resource Officer Report

December 2018

Incidents by School Location	Reports (ICRs)	Student Contacts*	Escorts/Other	Follow Up Inv.
Spring Lake Park High School	6	25	4	2
Discovery Days (pre-school)				
Lighthouse School		1		
Park Terrace Elementary School				1
District Office				
Able and Terrace Parks (School Related)				
School Related				
Miscellaneous Locations				
Totals:	6	26	4	3

Breakdown of Reports (ICRs)	
Theft reports (cellphones, iPods, bikes, etc...)	1
Students charged with Assault or Disorderly Conduct	
Students charged with other crimes	
Non-students Charged	
Warrant Arrests	
Miscellaneous reports	5



Memorandum

To: Mayor Hansen and Members of the City Council

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

Date: January 16, 2019

Subject: 2019-2023 Capital Improvement Plan

Included with this memorandum is the proposed 2019-2023 Capital Improvement Plan.

The proposed 2019-2023 Capital Improvement Plan shows all anticipated capital improvements over the next five years. This plan is meant for planning purposes only. Individual expenses will be brought forward to the City Council for approval at the time of purchase/implementation.

Proposed projects for 2019 include:

- A number of fire equipment purchases as identified by the SBM Fire Department.
- Terrace Park: Trees along the west fence line, Installation of a Gaga Ball Pit, Pre-K Playground equipment, Sport Court Resurface
- Triangle Park: Irrigation, Grills and Monument Sign
- Able Park: Basketball Court Resurface
- Lakeside Lions Park: Irrigation expansion
- Phase 2 of the Osborne Road Trail Reconstruction Project
- Sealcoat project
- 81st Avenue/Garfield Area Pond project
- Arthur Street Treatment Plant rehabilitation
- Sanitary Sewer lining project
- Public Utilities pickup replacement
- City-wide computer replacement
- Ballfield groomer
- Dump truck/plow/sander and wing

Proposed projects identified for 2020 that may be forwarded to 2019 include:

- Fridley/SLP water interconnect project
- Woodchipper replacement

The overall cost of the 2019-2023 Capital Improvement Plan is \$14,047,608. The breakdown of the plan, by year is as follows:

2019	2020	2021	2022	2023
\$1,457,812	\$740,669	\$1,225,307	\$9,072,276	\$1,544,544

A significant portion of the plan, \$8,268,597, is related to the renovation/expansion of the City Hall campus, scheduled for 2023. Planning funds of \$500,000 for the City Hall project are included in the 2022 schedule.

A variety of funding sources will be utilized to fund the proposed CIP, including grants, cash reserves/excess fund balance, development fees, tax levy and bond funds.

The proposed 2019-2023 Capital Improvement Plan shows the City's commitment to investing and improving its infrastructure for the betterment of our residents. I would like to thank Public Works Director Randall, Police Chief Ebeletoft and Recreation Director Rygwall for their assistance in the development of the 2019-2023 Capital Improvement Plan.

Staff recommends approval of the proposed 2019-2023 Capital Improvement Plan. If you have any questions, please don't hesitate to contact me at 763-784-6491.

City of Spring Lake Park
2019-2023 Capital Improvement Plan - Projects by Department

Department	Project	2019	2020	2021	2022	2023	Total
Administration							
	Photocopier	\$ -	\$ -	\$ -	22,000	\$ -	22,000
	City Council Technology	\$ 5,600	\$ -	\$ -	\$ -	\$ -	5,600
	Computer System Replacement	\$ 173,813	\$ -	\$ -	\$ -	\$ -	173,813
	Administration Total	\$ 179,413	\$ -	\$ -	22,000	\$ -	201,413
City Facilities							
	City Hall Renovation/Expansion	\$ -	\$ -	500,000	7,768,597	\$ -	8,268,597
	Gun Range Renovation/Range Filtration System	\$ -	\$ -	\$ -	500,000	\$ -	500,000
	City Facilities Total	\$ -	\$ -	500,000	8,268,597	\$ -	8,768,597
Code Enforcement							
	Code Enforcement Vehicle Replacement	\$ -	24,500	\$ -	\$ -	\$ -	24,500
	Code Enforcement Total	\$ -	24,500	\$ -	\$ -	\$ -	24,500
Police Department							
	Inner Evidence Room Expansion	\$ 10,000	\$ -	\$ -	\$ -	\$ -	10,000
	Patrol Squad Car Light Bars	\$ -	\$ -	15,000	\$ -	\$ -	15,000
	Photocopier	\$ -	\$ -	\$ -	\$ -	20,000	20,000
	Squad Car Replacement	\$ 36,521	\$ 36,521	\$ 36,521	\$ 36,521	\$ 36,521	182,605
	Police Department Total	\$ 46,521	\$ 36,521	\$ 51,521	\$ 36,521	\$ 56,521	227,605
Fire Department							
	Engine 1 Mini	\$ -	\$ -	27,020	\$ -	\$ -	27,020
	Engine 3 Mini	\$ -	\$ -	\$ -	\$ -	27,659	27,659
	Staff Vehicles	\$ 5,596	\$ -	5,276	\$ -	5,836	16,707
	Tanker 3 Refurbishment and Apparatus Equipment	\$ -	30,137	\$ -	\$ -	\$ -	30,137
	Rescue 4 Refurbishment	\$ -	\$ -	\$ -	18,546	\$ -	18,546
	Utility 14 Replacement	\$ -	\$ -	\$ -	18,546	\$ -	18,546
	Station 4 Roof	\$ -	\$ -	\$ -	3,997	\$ -	3,997
	Station Infrastructure	\$ 5,196	3,797	3,997	4,197	4,397	21,584
	Radios	\$ 10,392	\$ -	\$ -	\$ -	\$ -	10,392
	RMS/Computer	\$ 1,599	1,599	1,599	1,599	3,198	9,593
	Fitness Equipment	\$ -	\$ -	1,999	\$ -	\$ -	1,999
	Personal Protective Equipment	\$ 3,198	3,517	3,677	3,837	3,997	18,226
	Apparatus Equipment	\$ -	3,597	4,796	5,436	\$ -	13,830
	Auto Extraction	\$ 3,198	\$ -	\$ -	\$ -	\$ -	3,198
	Washers and Dryers	\$ -	\$ -	\$ -	\$ -	5,996	5,996
	SCBA	\$ -	\$ -	23,422	\$ -	24,941	48,364
	Fire Total	\$ 29,178	\$ 42,648	\$ 71,786	\$ 56,158	\$ 76,023	275,793

Department	Project	2019	2020	2021	2022	2023	Total
Park & Recreation							
	Osborne Road Trail Reconstruction - Phase II	\$ 60,000	\$ -	\$ -	\$ -	\$ -	60,000
	Osborne Road Trail Reconstruction - Phase III	\$ -	\$ 150,000	\$ -	\$ -	\$ -	150,000
	Terrace Park - Trees - west fence line	\$ 3,000	\$ -	\$ -	\$ -	\$ -	3,000
	Terrace Park Sidewalk, Sod, Seating Area, etc.	\$ -	\$ 5,000	\$ -	\$ -	\$ -	5,000
	Terrace Park Sport Court Resurface	\$ 6,000	\$ -	\$ -	\$ -	\$ -	6,000
	Terrace Park Playground Equipment - Pre-school	\$ 50,000	\$ -	\$ -	\$ -	\$ -	50,000
	Terrace Park Ballfield Lighting	\$ -	\$ -	\$ -	\$ 25,000	\$ -	25,000
	Terrace Park Gaga Ball Pit	\$ 1,500	\$ -	\$ -	\$ -	\$ -	1,500
	Able Park Basketball Court Resurface	\$ 3,000	\$ -	\$ -	\$ -	\$ -	3,000
	Able Park Building	\$ -	\$ -	\$ -	\$ -	\$ 425,000	425,000
	Able Park Hockey Rink Concrete/New Boards	\$ -	\$ -	\$ 60,000	\$ -	\$ -	60,000
	Sanburnol Park Grills/Picnic Tables	\$ -	\$ 3,000	\$ -	\$ -	\$ -	3,000
	Sanburnol Park Sidewalk	\$ -	\$ -	\$ -	\$ 6,000	\$ -	6,000
	Sanburnol Park Irrigation Expansion	\$ -	\$ -	\$ -	\$ 30,000	\$ -	30,000
	Sanburnol Park Playground Equipment	\$ -	\$ -	\$ 100,000	\$ -	\$ -	100,000
	Sanburnol Park Ballfield Lighting	\$ -	\$ -	\$ -	\$ 60,000	\$ -	60,000
	Sanburnol Ballfield Player Bench Sunscreens	\$ -	\$ -	\$ -	\$ -	\$ 42,000	42,000
	Triangle Park Monument Sign	\$ 15,000	\$ -	\$ -	\$ -	\$ -	15,000
	Triangle Park Irrigation	\$ 20,000	\$ -	\$ -	\$ -	\$ -	20,000
	Triangle Park Grills	\$ 1,200	\$ -	\$ -	\$ -	\$ -	1,200
	Westwood Park Flower Garden/Rain Garden	\$ -	\$ -	\$ 2,000	\$ -	\$ -	2,000
	Westwood Park Half-Court Basketball Court	\$ -	\$ -	\$ 10,000	\$ -	\$ -	10,000
	Westwood Park Irrigation	\$ -	\$ -	\$ -	\$ -	\$ 50,000	50,000
	Lakeside Lions Park Irrigation Expansion	\$ 8,000	\$ -	\$ -	\$ -	\$ -	8,000
	Lakeside Lions Park Flower Garden	\$ -	\$ 5,000	\$ -	\$ -	\$ -	5,000
	Lakeside Lions Park Rain Garden	\$ -	\$ 4,000	\$ -	\$ -	\$ -	4,000
	Lakeside Lions Park Ballfield Lighting	\$ -	\$ -	\$ -	\$ 60,000	\$ -	60,000
	Parks and Recreation Total	\$ 167,700	\$ 167,000	\$ 172,000	\$ 181,000	\$ 517,000	\$ 1,204,700

Public Works

	Ballfield Groomer	\$ 30,000	\$ -	\$ -	\$ -	\$ -	30,000
	Replace Dump Truck/Plow/Sander/Wing	\$ 210,000	\$ -	\$ -	\$ -	\$ -	210,000
	Air compressor	\$ -	\$ 30,000	\$ -	\$ -	\$ -	30,000
	Wood Chipper	\$ -	\$ 40,000	\$ -	\$ -	\$ -	40,000
	Bobcat	\$ -	\$ -	\$ -	\$ 40,000	\$ -	40,000
	Parks Mower	\$ -	\$ -	\$ -	\$ -	\$ 60,000	60,000
	One-ton truck with Box & Plow	\$ -	\$ -	\$ -	\$ -	\$ 60,000	60,000
	Front end loader with Plow & Wing	\$ -	\$ -	\$ -	\$ -	\$ 250,000	250,000
	Sealcoating	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000	425,000
	Public Works Total	\$ 325,000	\$ 155,000	\$ 85,000	\$ 125,000	\$ 455,000	\$ 1,145,000

Department	Project	2019	2020	2021	2022	2023	Total
Public Utilities							
	Pickup Replacement	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 200,000
	SCADA System Upgrade	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ 30,000
	Televising Camera	\$ -	\$ -	\$ 125,000	\$ -	\$ -	\$ 125,000
	Arthur Street Treatment Plant Rehabilitation	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
	Water Main Lining	\$ -	\$ -	\$ -	\$ 200,000	\$ 200,000	\$ 400,000
	Fridley/SLP Water Interconnect	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ 60,000
	Sewer Lining	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 750,000
	Public Utilities Total	\$ 390,000	\$ 250,000	\$ 345,000	\$ 390,000	\$ 390,000	\$ 1,765,000
Storm Water							
	Fillmore Street/83rd Avenue Pond	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ 50,000
	81st Avenue/Garfield Area Pond	\$ 320,000	\$ -	\$ -	\$ -	\$ -	\$ 320,000
	Pleasant View Drive/79th Avenue	\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ 15,000
	Pond Dredging	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000
	Storm Water Total	\$ 320,000	\$ 65,000	\$ -	\$ -	\$ 50,000	\$ 435,000
	GRAND TOTAL	\$ 1,457,812	\$ 740,669	\$ 1,225,307	\$ 9,079,276	\$ 1,544,544	\$ 14,047,608

City of Spring Lake Park
2019-2023 Capital Improvement Plan - Projects by Funding Source

Fund/Dept	Project	2019	2020	2021	2022	2023	Total
101 - General Fund							
Police Department	Squad Car Replacement	\$ 36,521	\$ 36,521	\$ 36,521	\$ 36,521	\$ 36,521	\$ 182,605
Fire Department	Engine 1 Mini	\$ -	\$ -	\$ 27,020	\$ -	\$ -	\$ 27,020
Fire Department	Engine 3 Mini	\$ -	\$ -	\$ -	\$ -	\$ 27,659	\$ 27,659
Fire Department	Staff Vehicles	\$ 5,596	\$ -	\$ 5,276	\$ -	\$ 5,836	\$ 16,707
Fire Department	Tanker 3 Refurbishment and Apparatus Equipment	\$ -	\$ 30,137	\$ -	\$ -	\$ -	\$ 30,137
Fire Department	Rescue 4 Refurbishment	\$ -	\$ -	\$ -	\$ 18,546	\$ -	\$ 18,546
Fire Department	Utility 14 Replacement	\$ -	\$ -	\$ -	\$ 18,546	\$ -	\$ 18,546
Fire Department	Station 4 Roof	\$ -	\$ -	\$ -	\$ 3,997	\$ -	\$ 3,997
Fire Department	Station Infrastructure	\$ 5,196	\$ 3,797	\$ 3,997	\$ 4,197	\$ 4,397	\$ 21,584
Fire Department	Radios	\$ 10,392	\$ -	\$ -	\$ -	\$ -	\$ 10,392
Fire Department	RMS/Computer	\$ 1,599	\$ 1,599	\$ 1,599	\$ 1,599	\$ 3,198	\$ 9,593
Fire Department	Fitness Equipment	\$ -	\$ -	\$ 1,999	\$ -	\$ -	\$ 1,999
Fire Department	Personal Protective Equipment	\$ 3,198	\$ 3,517	\$ 3,677	\$ 3,837	\$ 3,997	\$ 18,226
Fire Department	Apparatus Equipment	\$ -	\$ 3,597	\$ 4,796	\$ 5,436	\$ -	\$ 13,830
Fire Department	Auto Extraction	\$ 3,198	\$ -	\$ -	\$ -	\$ -	\$ 3,198
Fire Department	Washers and Dryers	\$ -	\$ -	\$ -	\$ -	\$ 5,996	\$ 5,996
Fire Department	SCBA	\$ -	\$ -	\$ 23,422	\$ -	\$ 24,941	\$ 48,364
	General Fund Total	\$ 65,699	\$ 79,169	\$ 108,307	\$ 92,679	\$ 112,544	\$ 458,398
225 - Park Acquisition & Improvements							
Park & Rec	Terrace Park - Trees - west fence line	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ 3,000
Park & Rec	Terrace Park Ballfield Lighting	\$ -	\$ -	\$ -	\$ 25,000	\$ -	\$ 25,000
Park & Rec	Terrace Park Gaga Ball Pit	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ 1,500
Park & Rec	Sanburnol Park Grills/Picnic Tables	\$ -	\$ 3,000	\$ -	\$ -	\$ -	\$ 3,000
Park & Rec	Sanburnol Park Sidewalk	\$ -	\$ -	\$ -	\$ 6,000	\$ -	\$ 6,000
Park & Rec	Sanburnol Park Irrigation Expansion	\$ -	\$ -	\$ -	\$ 30,000	\$ -	\$ 30,000
Park & Rec	Sanburnol Park Playground Equipment	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000
Park & Rec	Sanburnol Park Ballfield Lighting	\$ -	\$ -	\$ -	\$ 60,000	\$ -	\$ 60,000
Park & Rec	Sanburnol Ballfield Player Bench Sunscreens	\$ -	\$ -	\$ -	\$ -	\$ 42,000	\$ 42,000
Park & Rec	Triangle Park Irrigation	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000
Park & Rec	Triangle Park Grills	\$ 1,200	\$ -	\$ -	\$ -	\$ -	\$ 1,200
Park & Rec	Westwood Park Flower Garden/Rain Garden	\$ -	\$ -	\$ 2,000	\$ -	\$ -	\$ 2,000
Park & Rec	Westwood Park Half-Court Basketball Court	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ 10,000
Park & Rec	Westwood Park Irrigation	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000
Park & Rec	Lakeside Lions Park Irrigation Expansion	\$ 8,000	\$ -	\$ -	\$ -	\$ -	\$ 8,000
Park & Rec	Lakeside Lions Park Flower Garden	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ 5,000
Park & Rec	Lakeside Lions Park Rain Garden	\$ -	\$ 4,000	\$ -	\$ -	\$ -	\$ 4,000
	Park Acquisition/Improvements Total	\$ 33,700	\$ 12,000	\$ 112,000	\$ 121,000	\$ 92,000	\$ 370,700

Fund/Dept	Project	2019	2020	2021	2022	2023	Total
400 - Revolving Construction Fund							
Police Department	Inner Evidence Room Expansion	\$ 10,000	\$ -	\$ -	\$ -	\$ -	10,000
Park & Rec	Osborne Road Trail Reconstruction - Phase II	\$ 60,000	\$ -	\$ -	\$ -	\$ -	60,000
	Revolving Construction Fund Total	\$ 70,000	\$ -	\$ -	\$ -	\$ -	70,000
403 - Capital Replacement							
Public Works	Air Compressor	\$ -	\$ 30,000	\$ -	\$ -	\$ -	30,000
Public Works	Bobcat	\$ -	\$ -	\$ -	\$ 40,000	\$ -	40,000
Park & Rec	Terrace Park Sidewalk, Sod, Seating Area	\$ -	\$ 5,000	\$ -	\$ -	\$ -	5,000
Park & Rec	Terrace Park Sport Court Resurface	\$ 6,000	\$ -	\$ -	\$ -	\$ -	6,000
Park & Rec	Terrace Park Playground Equipment - Pre-K	\$ 50,000	\$ -	\$ -	\$ -	\$ -	50,000
Park & Rec	Able Park Basketball Court Resurface	\$ 3,000	\$ -	\$ -	\$ -	\$ -	3,000
Park & Rec	Able Park Hockey Rink Concrete/New Boards	\$ -	\$ -	\$ 60,000	\$ -	\$ -	60,000
Park & Rec	Triangle Park Monument Sign	\$ 15,000	\$ -	\$ -	\$ -	\$ -	15,000
	Capital Replacement Total	\$ 74,000	\$ 35,000	\$ 60,000	\$ 40,000	\$ -	209,000
407 - Sealcoating							
Public Works	Sealcoating	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000	425,000
	Sealcoating Fund Total	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000	425,000
410 - Lakeside/Lions Park Improvement							
Park & Rec	Lakeside Lions Park Ball Field Lighting	\$ -	\$ -	\$ -	\$ 60,000	\$ -	60,000
	Lakeside/Lions Park Improvement Total	\$ -	\$ -	\$ -	\$ 60,000	\$ -	60,000
425 - Storm Sewer Rehab							
Storm Water	Fillmore Street/83rd Avenue Pond	\$ -	\$ 50,000	\$ -	\$ -	\$ -	50,000
Storm Water	81st Avenue/Garfield Area Pond	\$ 320,000	\$ -	\$ -	\$ -	\$ -	320,000
Storm Water	Pleasant View Drive/79th Avenue	\$ -	\$ 15,000	\$ -	\$ -	\$ -	15,000
Storm Water	Pond Dredging	\$ -	\$ -	\$ -	\$ -	\$ 50,000	50,000
	Storm Sewer Rehab Total	\$ 320,000	\$ 65,000	\$ -	\$ -	\$ 50,000	435,000

Fund/Dept	Project	2019	2020	2021	2022	2023	Total
600 - Public Utility Renewal and Replacement							
Public Utilities	Pickup Replacement	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 200,000
Public Utilities	SCADA System Upgrade	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ 30,000
Public Utilities	Televising Camera	\$ -	\$ -	\$ 125,000	\$ -	\$ -	\$ 125,000
Public Utilities	Arthur Street Treatment Plant Rehabilitation	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
Public Utilities	Water Main Lining	\$ -	\$ -	\$ -	\$ 200,000	\$ 200,000	\$ 400,000
Public Utilities	Fridley/SLP Water Interconnect	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ 30,000
Public Utilities	Sewer Lining	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 750,000
Public Utility Renewal/Replacement Total		\$ 390,000	\$ 220,000	\$ 345,000	\$ 390,000	\$ 390,000	\$ 1,735,000
2018 Equipment Certificate							
Administration	Photocopier	\$ -	\$ -	\$ -	\$ 22,000	\$ -	\$ 22,000
Administration	Computer System Replacement	\$ 173,813	\$ -	\$ -	\$ -	\$ -	\$ 173,813
City Council	Council Technology	\$ 5,600	\$ -	\$ -	\$ -	\$ -	\$ 5,600
Code Enforcement	Code Enforcement Vehicle Replacement	\$ -	\$ 24,500	\$ -	\$ -	\$ -	\$ 24,500
Police Department	Patrol Squad Car Light Bars	\$ -	\$ -	\$ 15,000	\$ -	\$ -	\$ 15,000
Public Works	Ballfield Groomer	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
Public Works	Dump Truck/Plow/Sander/Wing	\$ 210,000	\$ -	\$ -	\$ -	\$ -	\$ 210,000
2018 Equipment Certificate Total		\$ 419,413	\$ 24,500	\$ 15,000	\$ 22,000	\$ -	\$ 480,913
EDA Lease Revenue Bond							
Park & Rec	Able Park Building	\$ -	\$ -	\$ -	\$ -	\$ 425,000	\$ 425,000
EDA Lease Revenue Bond Total		\$ -	\$ -	\$ -	\$ -	\$ 425,000	\$ 425,000
Other Aids/Grants							
Public Works	Wood Chipper (SLP Lions)	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ 40,000
Police Department	Photocopier (2023 Equip Cert)	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ 20,000
Public Works	Parks Mower (2023 Equip Cert)	\$ -	\$ -	\$ -	\$ -	\$ 60,000	\$ 60,000
Public Works	Front End Loader with Plow & Wing (2023 Equip Cert)	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ 250,000
Public Works	One ton truck with Box and Plow (2023 Equip Cert)	\$ -	\$ -	\$ -	\$ -	\$ 60,000	\$ 60,000
Public Utilities	Fridley/SLP Water Interconnect (City of Fridley)	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ 30,000
Parks and Rec	Osborne Road Trail Reconstruction - Phase III	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ 150,000
Other Aids/Grants Total		\$ -	\$ 220,000	\$ -	\$ -	\$ 390,000	\$ 610,000

Fund/Dept	Project	2019	2020	2021	2022	2023	Total
Capital Improvement Plan Bond							
City Facilities	City Hall Renovation/Expansion	\$ -	\$ -	\$ 500,000	\$ 7,768,597	\$ -	\$ 8,268,597
City Facilities	Gun Range Renovation/Range Filtration System	\$ -	\$ -	\$ -	\$ 500,000	\$ -	\$ 500,000
	Capital Improvement Plan Bond	\$ -	\$ -	\$ 500,000	\$ 8,268,597	\$ -	\$ 8,768,597
	Grand Total	\$ 1,457,812	\$ 740,669	\$ 1,225,307	\$ 9,079,276	\$ 1,544,544	\$ 14,047,608



Memorandum

To: Mayor Hansen and Members of the City Council
From: Terry Randall, Public Works Director
Date: January 16, 2019
Subject: Authorization to Purchase Ballfield Groomer

I am seeking approval to purchase a new ballfield groomer for our Parks Department. This piece of equipment is used every day of the week during the summer to drag and line all of the city ball fields. The current groomer was purchased in 2002 and is very used.

I have contacted our vendor MTI, who is on the state contract, and I received a quoted price of \$26,517.60. The contract is expiring on January 31, 2019 and the price will increase after that date. This piece of equipment is in the 2018 Equipment Certificate with a budgeted amount of \$30,000.



Toro Equipment Proposal



City of Spring Lake Park

Quote Date: 1/15/2019

Quote Id# Q00549

Award Price Type: STCNT

Contract # 138566

Attn: Mr. Terry Randall

Thank you for allowing us the opportunity to partner with you on your equipment needs. We are pleased to submit this equipment proposal for your review. All of the proposed Toro equipment meets, or exceeds, ANSI Safety Specifications.

Quantity	Model #	Product Name	Unit Award Price	Extended Award Price
1	07384	Workman - (HDX) - 2WD (Kubota Gas)	\$21,590.24	\$21,590.24
1	110-2626	REMOTE HYDRAULICS MANIFOLD KIT	\$965.36	\$965.36
1	120-5045	BRAKE AND SIGNAL LIGHT KIT, HD RATCGL	\$521.61	\$521.61
1	650HD- C	Rahn Groomer for HDX	\$ 3,238.50	\$ 3,238.50
1	121-6285	HIGH AIR INTAKE KIT-HD WORKMAN	\$201.89	\$201.89
			Award Price Subtotal	\$26,517.60
			Award Price Total	\$26,517.60

- New Toro Commercial Equipment includes a Two (2) Year Manufacture Warranty
- Terms: Net 30 day (if not financed)
- Set-Up and Delivery at No Charge
- 2.5% Service Fee to be applied to all invoices paid via Credit Card

Please do not hesitate in contacting us with any questions.

Bob Frank, SCPS
 Outside Sales Representative
 612-877-0837
bob.frank@mtidistributing.com

Mandi Prinsen, SCPS
 Inside Sales Representative
 800-492-6344
mandi.prinsen@mtidistributing.com

MTI Distributing, Inc. • 4830 Azelia Avenue North, Suite 100 • Brooklyn Center, MN 55429



Memorandum

To: Mayor Hansen and Members of the City Council
From: Wanda Brown, Recycling/Special Projects
Date: January 17, 2019
Subject: Recycling Budget 2019

Attached you will find the 2018 projected revenues and expenditures, along with the actual revenues and expenditures from that year. The 2018 revenues are short until after we submit our July - December 2018 SCORE Report, which was just submitted for payment to Anoka County.

The 2019 revenues and expenditures are based off of the revenues and expenditures from 2018. If you have any questions I would be more than willing to answer them. I can be contacted at 763-792-7219, Monday - Friday from 8:00 am - 4:30 pm.

Thank you.

	PROJECTED	ACTUAL	PROJECTED	ACTUAL
	2018	2018	2019	2019
BALANCE				
SCORE				
INTEREST				
REFUND & REIMBURSEMENT	830.00	1,580.23	830.00	-
CLEAN UP/YARD WASTE	60,199.00	25,438.21	58,214.00	-
RECYCLING COLLECTION*	121,381.88	126,269.55	126,000.00	-
RECYCLING PENALTIES	2,000.00	2,246.30	2,000.00	-
SCORE GRANT 10% Overage				
RECYCLING GRANT				
TOTAL	184,410.88	155,534.29	187,044.00	-
SALARY	24,000.00	23,394.64	24,720.00	-
VAC BUY BACK	1,001.00	806.78	1,001.00	-
PERA	1,700.00	1,677.10	1,800.00	-
FICA/MEDICARE	1,750.00	1,762.48	1,802.50	-
HEALTH INSURANCE	5,300.00	4,774.98	5,459.00	-
LIFE INSURANCE	25.00	22.08	25.00	-
MEDICARE				
WORKERS COMPENSATION	150.00	132.05	150.00	-
OFFICE SUPPLIES	75.00	54.41	75.00	-
OPERATING SUPPLIES	125.00		125.00	-
POSTAGE	5,000.00	4,999.53	6,000.00	-
LEGAL FEES				
TRAVEL EXPENSES	200.00	125.25	200.00	-
PRINTING & PUBLISHING	6,000.00	6,000.00	6,000.00	-
CONTRACTUAL SERVICES**	86,808.98	86,120.88	88,404.48	-
PARK RECYCLING	2,294.40	1,946.00	2,294.40	-
CLEAN UP/YARD WASTE	37,434.00	37,343.01	37,434.00	-
RECYCLING ENHANCEMENT	-		-	
COMMUNITY EVENT/PARK	7,087.90	7,081.79	7,000.00	-
RECYCLING GRANT EXPENSES				
CONFERENCE & SCHOOL	-		-	
DUES & SUBSCRIPTIONS	-		-	
MISC.				
CAPITAL OUTLAY				
PERMANENT TRANSFERS	4,000.00	4,000.00	4,000.00	-
RECYCLING FUND TOTAL	182,951.28	180,240.98	186,490.38	-
NET	1,459.60	(24,706.69)	553.62	-



City of Spring Lake Park
Engineer's Project Status Report

To: Council Members and Staff
From: Phil Gravel

Re: **Status Report for 1.7.19 Meeting**
File No.: R-18GEN

Note: Updated information is shown in *italics*.

MS4 Permit (193802936).

Annual Training was completed in December. 2019 Report and Annual Public Meeting completed in June.

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

An updated LSWMP based on comments received from the various review agencies has been prepared and distributed to appropriate agencies. *Rice Creek Watershed has approved. Coon Creek Watershed has not.*

2018 Sanitary Sewer Lining Project (193804547).

This project includes sewer lining in the northeast area of the city. *Service wye grouting will occur in the coming weeks Repair of the problem segment will occur in mid-February. Terry Randall is monitoring the work.*

2019 Street Seal Coat Project (193804625).

Plans and specifications are being prepared for winter bidding.

Wells 4 and 5 (193804554): Contractor is Keys Well Drilling. Well 4 was video inspected on October 31 and found to be in good condition. Well 4 is now operating. *Well 5 rehabilitation work has started. Keys, Terry, and Stantec have agreed upon the necessary repairs for the well and pump.*

Arthur Street (Well 5) Water Treatment Plant Evaluation (193801776 Task 300): A summary list of identified plant issues has been prepared and reviewed by the Administrator and Public Works Director. Calibration tubes for the Manganese Sulfate and Potassium Permanganate feed systems have been added. Infrared testing of electrical equipment has been completed. *Recent water sample results are better but not below desired levels. An inspection of the filter interior and media has been completed. Next steps are being determined.*

Bituminous Trail (on Osborne Rd. from TH 65 to Central Avenue)(193804584): This trail segment may be reconstructed in 2019. *A topo survey has been completed. Plan preparation has started.*

Cellular Antenna Installations on Water Towers:

- **Verizon on Arthur Street tower.** This is a new installation. Revised Construction Drawings were submitted in December 2018. *Lease issues are being discussed.*
- **AT&T on Arthur Street tower.** Replacement/modification project. *4th Amendment to Lease was approved on 11/19/18. Revision 4 Construction Drawings (CDs) dated 10/17/18 are approvable from and engineering standpoint.*
- **T-Mobile Utility Upgrade/Backup power (generator) - Able Street tower.** This project includes installing a permanent generator. *Review of lease issues and construction drawings will begin when an escrow account has been established.*

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

