



**CITY COUNCIL AGENDA
MONDAY, DECEMBER 17, 2018
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 City Council Meeting Minutes – December 3, 2018
 - B. Disbursements
 1. General Operations Disbursement Claim No. 18-21 \$303,652.70
 - C. Approval of Contract with SafeAssure for Workplace Safety Services
 - D. Approval of Right of Way Applications (3) – CenterPoint Energy
 - E. Contractor's Licenses
 - F. Business Licenses – Massage Therapy, Liquor, 2 AM, Cigarette and Dance Licenses
 - G. Correspondence
7. PUBLIC HEARING
 - A. Lincoln Pawn – Pawn Shop License Renewal
 - B. 2019 Fee Schedule
8. POLICE REPORT
9. PARKS AND RECREATION REPORT
10. ORDINANCES AND/OR RESOLUTIONS
 - A. Resolution 18-53 Adopting Final 2018 Taxes Collectable in 2019
 - B. Resolution 18-54 Requesting Extension Deadline for Comprehensive Plan
11. NEW BUSINESS
 - A. Adoption of 2019 General Fund Budget
12. ENGINEER'S REPORT
13. ATTORNEY'S REPORT
14. REPORTS
15. ADMINISTRATOR REPORTS
16. OTHER
 - A. Legends of Spring Lake Park Ribbon Cutting – January 31, 2019 at 3:00 PM
17. ADJOURN

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

RULES FOR DISCUSSION FROM THE FLOOR AND PUBLIC HEARINGS

DISCUSSION FROM THE FLOOR

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

PUBLIC HEARINGS

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

The following format will be used to conduct the hearing:

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

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council was held on December 3, 2018 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: Police Chief Ebeltoft; Public Works Director Randall; Building Official Brainard; City Engineer Gravel; Attorney Thames; Parks and Recreation Director Rygwall; Administrator Buchholtz and Executive Assistant Gooden

Visitors: Paddy Jones, Ham Lake
Ken Tolzmann, City Assessor
Doug and Lynn Eischens, 8220 6th Street NE
Elizabeth Bartlett, 548 82nd Avenue NE
Merrilee Town, 539 82nd Avenue NE

3. Pledge of Allegiance

4. Additions or Corrections to Agenda

Administrator Buchholtz asked that a Public Right of Way Application be added to the agenda as Item 6J.

5. Discussion From The Floor

Residents Elizabeth Bartlett and Merrilee Town expressed their concern with a neighboring property and the home becoming a charity home. They inquired as to what classifies a home a charity home and the ownership.

Building Official Brainard stated that he is not aware of a charity home and would follow up on the ownership as well as any permits that may have been applied for. He stated that is not aware of any definition of a charity home.

Ms. Town expressed her concern with a recent robbery on her block. Police Chief Ebeltoft explained that actions are being taken in the recent activity in her neighborhood and stated that it is a slow process to ensure everything is taken care of.

6. Consent Agenda:

Mayor Hansen reviewed the following Consent Agenda items:

- A. Approval of Minutes – November 19, 2018
- B. Budget to Date – (as of 10/31/18)
- C. 4th Quarter Billing for 2019 Payable 2020 Property Tax Assessment
- D. Authorize Closure of City Hall on Monday, December 31, 2018 (New Year's Eve)
- E. Approval of Drug and Alcohol Testing Services Contract – Trust In Us
- F. Resolution 18051, Resolution Establishing Precinct and Polling Locations for 2019 Election Year
- G. Contractor's Licenses
- H. Business Licenses – Used Cars, Cigarette, Intoxicating Liquor & Sunday Sales, Massage Therapy
- I. Correspondence
- J. Public Right of Way Application

Councilmember Wendling inquired on Item 6E, Approval of Drug and Alcohol Testing Services Contract, he questioned if the fee was \$250.00 per individual or if it was a group rate. Administrator Buchholtz stated \$250 fee was for the group.

Councilmember Nelson asked for explanation on a memo in regards to Finding of Fact, Conclusions of Law, And Order in reference to Councilmember Goodboe-Bisschoff. Councilmember Goodboe-Bisschoff explained that she had filled out her financial Campaign report incorrectly, which caused an error in the reporting. She stated that an amount of a check was not referenced properly.

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

7. Public HearingA. Truth in Taxation Public Hearing – 2019 Budget and 2018/Pay 2019 Property Tax Levy

Mayor Hansen opened the public hearing at 7:18 PM to discuss the 2019 proposed budget and tax levy.

Administrator Buchholtz reviewed the following visuals:

- Graphs showing the 2018 to 2019 Revenue and Expenditure Comparisons
- Pie Chart for 2019 Revenues
- Pie Chart for 2019 Expenditures
- 2019 Budget Highlights

Administrator Buchholtz stated the proposed levy increase is 4.66%, of which the General Government levy will increase by 5.02%. He stated that overall General Fund spending is set to increase by 3.66%. He stated that the City's tax rate will decrease from 54.191% in 2018 to 45.785% in 2019. He reported that the City will be receiving Local Government Aid (LGA) for the sixth time in a row, after previously in 10 years and outlined how these funds will be used as follows: 1.) fund general fund expenditures; 2.) buy down debt service levy; 3.) purchase capital equipment; 4.) fund State/Federal storm water mandates; 5.) Radio Replacement Fund; 6.) Reduce severance liability and 7.) 2020 Election expenses.

Administrator Buchholtz reported that cost drivers for the 2019 budget included increases in wages and benefits for City staff, part time Code Enforcement position expenses, and increases in I.T. infrastructure cost for the City.

Mayor Hansen asked for comments from the floor. No comments were given.

Mayor Hansen closed the Public Hearing at 7:36 PM.

MOTION MADE BY MAYOR HANSEN TO CLOSE 2019 TRUTH IN TAXATION HEARING. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

8. Public Works Report

Public Works Director Randall reported that in the month of November, the Public Works Department continued to collect the garbage and recycling at the park; plowed twice in the month and started making ice at the ice rinks. He stated that the Public Works Department installed new signs and trees at the parking lot on Buchanan Street and patched the sidewalk on Osborne Road. He reported that all the sewers have been cleaned in the City and the fire hydrants have been drained for winter.

Mr. Randall reported the new sidewalk machine works very well and thanked the Council for allowing the purchase of it. He stated that the Public Works Department assisted with the set up and take down of the election equipment and installed the Christmas lights at the parks and city hall.

Councilmember Goodboe-Bisschoff thanked Mr. Randall and the Public Works Department for the repair to the Osborne Road trail.

9. Code Enforcement Report

Building Official Brainard stated that in October 2018, 29 building permits, 2 zoning, 7 mechanical, 9 plumbing permits were issued for a total of 47 permits compared to a total of 56 in 2017. He reported that the Code Enforcement Department conducted 159 inspections in the month of October.

Mr. Brainard stated that in November 2018, 24 building, 1 fire, 3 zoning, 11 mechanical, and 9 plumbing permits were issued for a total of 48 permits compared to a total of 42 in 2017. He reported that the Code Enforcement Department conducted 206 inspections in the month of November.

Mr. Brainard reported that in October, both the Public Storage interior climate control storage building and the structural shell for Hy-Vee building permits were issued.

Mr. Brainard reported that the October and November 2018 vacancy listings were provided in the packet. He reported that he did post one abandoned and/or vacant property notices in the month of October and November. He stated that in the months of October and November, the department issued seven administrative offense tickets all pertaining to nuisance violations.

Mr. Brainard reported that he attended the Council meetings on October 1 and 15; a Department Head meeting on October 2, the Planning Commission meeting on October 22, and the North Suburban Building Officials meeting on October 30.

Mr. Brainard reported that he attended the Council meeting on November 19; the North Suburban Code Officials meeting on November 13 and the North Suburban Building Officials meeting on November 27.

Mr. Brainard provided a handout regarding the use of Christmas trees in public locations

10. Ordinances and Resolutions

A. Ordinance 448, An Ordinance Amending Chapter 153 of the Spring Lake Park City Ordinance Relating to Zoning

Administrator Buchholtz reported that City Council requested that the Planning Commission consider an ordinance amendment to Chapter 153 of the Zoning Code.

He stated that the proposed ordinance would amend the use table in Appendix D, Section (B) as it relates to the C-3, Office Commercial District. He stated that three uses (assembly uses, schools and studios, and restaurants/night clubs) are considered conditional uses in the C-3 zoning district. He stated that Conditional uses are considered permitted with reasonable conditions. He stated that the City Council would like to prohibit these types of uses from the C-3 zoning district, finding that these assembly uses are not consistent with the general character of an office commercial zoning district. He stated that these assembly uses would continue to be allowed in the City's C-1, Shopping Center Commercial, and C-2, Neighborhood and Service Center Commercial, zoning districts.

Administrator Buchholtz reported that there are three parcels currently zoned C-3 within the City – 525 Osborne Road, 505 Osborne Road and 7701 Terrace Road NE. He stated that the effect of this proposed changes would be limited to these three parcels.

Administrator Buchholtz reported that the proposed ordinance would also codify the licensing setback for churches and schools from licensed liquor establishments. He stated that the ordinance would create 500-foot buffer between churches and schools and licensed liquor establishments. He reported that the City Council believes that there is a significant public policy interest in maintaining a separation between liquor establishments and schools/churches and this ordinance would achieve that objective.

Administrator Buchholtz reported that the City Attorney has reviewed the draft ordinance and staff recommends approval of the proposed ordinance.

MOTION MADE BY MAYOR HANSEN TO APPROVE ORDINANCE 448 AMENDING CHAPTER 153 OF THE SPRING LAKE PARK CITY ORDINANCE RELATING TO ZONING. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

B. Ordinance 449, An Ordinance Amending Chapter 111 of the City Code Regulating the Possession, Sale and Consumption of Intoxicating and 3.2 Percent Malt Liquor Within the City

Administrator Buchholtz reported that with the closure of the City's municipal liquor operation and Hy-Vee under construction, it is appropriate and timely for the City Council to amend the City's liquor ordinance.

Administrator Buchholtz reported that Section 1 of the proposed ordinance amends Section 111.06 to establish a limit of one off-sale intoxicating liquor license from the effective date of this ordinance until January 1, 2026. He stated that this provision provides a smooth transition from municipal off-sale liquor to private off-sale liquor. He stated that Hy-Vee has made application for an off-sale liquor licenses, approval of which is on hold

until the proposed ordinance is adopted.

Administrator Buchholtz stated that Section 2 establishes a new kind of liquor licenses, including

- 3.2% malt liquor off-sale license, which will allow gas stations/convenience stores to sell 3.2% malt liquor off-sale
- Off-sale intoxicating liquor license
- Brewer taproom license
- A cocktail room license (microdistillery)
- A microdistiller off-sale license
- A microdistiller temporary on-sale license

Section 2 also amends language for brewpub on-sale intoxicating liquor or 3.2% malt liquor license, brewer off-sale malt liquor licenses, and brewer temporary on-sale intoxicating liquor license. He stated that the proposed language for these licenses matches the LMC model liquor license ordinance.

Administrator Buchholtz explained that Section 3 corrects an omission to Section 111.17(F), clarifying that the 500-foot distance is measured from the closest side of the building to the closest side of the structure on the premises within which liquor is sold is the same for schools as well as churches.

Administrator Buchholtz reported that Section 4 repeals the City's municipal liquor ordinance. He stated that Section 5 amends the City's fee schedule to establish fees for the off-sale intoxicating and off-sale 3.2% liquor license. He stated that these fees are established under State Law.

Administrator Buchholtz stated that the City Attorney has reviewed the proposed ordinance and staff recommends approval of the liquor ordinance amendment.

MOTION MADE BY MAYOR HANSEN TO APPROVE ORDINANCE 449 AMENDING CHAPTER 111 OF SPRING LAKE PARK CITY CODE REGULATING THE POSSESSION, SALE AND CONSUMPTION OF INTOXICATING AND 3.2 PERCENT MALT LIQUOR WITHIN THE CITY OF SPRING LAKE PARK, MINNESOTA. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

C. Resolution 18-52, Resolution Approving Summary Publication of Ordinance 449

MOTION MADE BY MAYOR HANSEN TO APPROVE RESOLUTION 18-52 APPROVING SUMMARY PUBLICATION OF ORDINANCE 449. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

11. New Business

A. Approval of 3-year Assessor Contract with City Assessor Ken Tolzmann

Administrator Buchholtz reported that the City's assessing services expires on January 1, 2019. He stated that City Assessor Ken Tolzmann is proposing a new 3-year service to provide the City with assessing services.

Administrator Buchholtz reported that the fees under the proposed contract are slightly higher than in previous years. He provided the following proposed fee schedule.

- \$10.00 for each improved parcel of residential, seasonal recreational residential and agricultural type of property. This is an increase of \$1.00 per parcel from the previous contract
- \$2.30 for each unimproved parcel of residential, seasonal recreational residential and agricultural type of property. This is the same as the previous contract.
- \$55.00 for each improved and unimproved parcel of commercial, industrial, and public utility type of property. This is the same as the previous contract
- \$55.00 for each improved and unimproved parcel of apartment or mobile/manufactured home park type of property. This is the same as the previous contract.

Administrator Buchholtz reported that the proposed increase represents 5.7% increase over the 2018 assessment contract, or \$1,973. He stated that this is the first increase in six years. He stated that the City has the ability to terminate the agreement with six months written notice before the start of the following tax year (July 1).

Administrator Buchholtz stated that staff has been pleased with the service that City Assessor Tolzmann has provided the City over the past three years.

Mr. Tolzmann reported how he enjoys working with City staff and in the city. Councilmember Nelson stated how impressed he is with the presentations that Mr. Tolzmann provides as well as the excellent work he does for the City.

MOTION MADE BY COUNCILMEMBER NELSON TO APPROVE 3 YEAR ASSESSOR CONTRACT WITH CITY ASSESSOR KEN TOLZMANN. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

B. Approval of 2019 Agreement fir Residential Recycling Program with Anoka County

Administrator Buchholtz provided a copy of the 2019 Residential Recycling Agreement. He stated that the agreement must be signed and returned to Anoka County in order to receive the funding for 2019. He reported that the 2019 Municipal Reimbursement Funding Allocation calls for the county to pay the city a base of \$10,000, plus \$5.00 per household and options for other recycling opportunities.

Municipal Grant Funding (\$10.00 + \$5 per household):	\$23,010.00
Monthly Drop-off Center:	\$10,000.00
Organics Collections:	\$ 2,602.00
Recycling Enhancement Grant:	\$ 2,602.00

Administrator Buchholtz stated that the City applied for an additional \$20,000.00 and was awarded the amount. He stated that the base amount combined with the additional grant gives the City of Spring Lake Park's Recycling program a total contract award of \$54,214.00.

Administrator Buchholtz stated that staff recommends of approval of the agreement.

MOTION MADE BY MAYOR HANSEN TO APPROVE ANOKA COUNTY AGREEMENT FOR RESIDENTIAL RECYCLING PROGRAM 2019 (SCORE). ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

C. Authorize Plans and Bidding for 2019 Seal Coat Project

Engineer Gravel reported that as part of the ongoing street maintenances, the City completes an annual street maintenance project consisting of crack repair and seal coating. He stated that seal coating included placing bituminous emulsion and small aggregate on the street surface. He stated that he has reviewed the street system history with Public Works Director Randall to establish priority streets for crack seal and seal coat treatment.

Mr. Gravel stated that it is recommended to obtain bids for the planned 2019 construction area. He stated that the 2019 construction area is bounded by Sanburnol/Elm, Able Streets, 81st Avenue and Monroe Street. He stated that the streets north of Highway 10 and west of Laddie Lake area also in the 2019 construction area.

Mr. Gravel reported that the target streets to be completed under this recommended project are generally streets that the city repaved in 2004 and last seal coated in 2009. He stated that portions of Monroe and Able Streets are also proposed to be included. He reported that in addition, City parking lots in Able Park will also be included as an alternate bid.

Mr. Gravel reported that at this time, he requests the the City Council authorize preparation of plans/specifications and bidding for the 2019 Seal Coat and Crack Repair project.

MOTION MADE BY COUNCILMEMBER NELSON TO AUTHORIZE PLANS AND BIDDING FOR 2019 SEAL COAT PROJECT. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

D. Approval of 2019 Public Utilities Budget

Administrator Buchholtz presented the proposed 2019 Public Utilities budget. He reported that revenues are anticipated to be \$1,516,304, which is an increase from 3.9% from 2018. He reported that expenditures are anticipated to be \$1,516,304, which is an increase from 2.7% from 2018. He stated that the proposed 2019 budget is a balanced budget.

Administrator Buchholtz reported that the big cost drive is \$39,021 increase in the Metro Waste Control line item. He explained that these are the fees the City pays to Metropolitan Council Environmental Services (MCES) for the treatment of the City's wastewater. He stated the volume of water running through the flow meter increased in 2017. He stated that the fee the City pays to MCES to treat the water has increased.

Administrator Buchholtz reported that flows for 2018 (January through September) are nearly 19% lower than flows from the same period in 2017 and in line with the historical average. He stated that based on this information, staff is hopeful that the Metro Waste Control line items will stabilize for 2020.

Administrator Buchholtz stated that staff is proposing the keep water and sanitary sewer rates at current levels for 2019. He stated that the City has experienced revenue growth across its accounts, partially due to the elimination of the multi-family unit rate subsidy that was implemented in 2018. He stated that staff also anticipates revenue growth due to the occupancy of the Legends of Spring Lake Park and a partial year of operations for Hy-Vee.

Administrator Buchholtz thanked Accountant Anderson, Public Works Director Randall and Utility Billing Clerk Kelm for their work on putting the budget together.

Councilmember Nelson stated that the sewer lining and infiltration projects in the past have helped with future budgets. He stated that he thought it was a great idea to line the sewers and thanked Public Works Director Randall and Engineer Gravel for their work on the projects.

MOTION MADE BY COUNCILMEMBER DELFS TO APPROVE 2019 PUBLIC UTILITIES BUDGET. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

E. Authorize Release of RFP for Building Inspection and Related Services

Administrator Buchholtz reported that at the October 29, 2018, City Council work session, the City Council directed staff to draft a request for proposals (RFP) for building inspection services.

Administrator Buchholtz provide the Council with a draft copy of the RFP that will be issued the beginning of December. He stated that the RFP calls for proposals to be submitted no later than 3:00 PM on December 21, 2018. He stated that the RFP provides a summary of information about the community, outlines the scope of services the City is requesting, spells out the performance standards that will be specified within the agreement, specifies the information the City is looking for in the proposal, outlines the evaluation process, and specifies the anticipated term of contract.

Administrator Buchholtz stated that the proposal also allows the City the right to reject any or all proposals. He stated that should the City Council decide not to move forward with contracting out the service or wish to pursue a different direction; the proposal provides the City Council the freedom to do so.

Administrator Buchholtz stated that staff welcomes input from the City Council on the draft RFP. He stated that if the City Council finds the draft to be in order, the City Council would take action to authorize staff to release the RFP. He stated that the RFP will be published on the city's website, the League of Minnesota Cities (LMC) website, and sent to various contractors.

Mayor Hansen thanked Administrator Buchholtz for preparing the RFP.

Councilmember Delfs inquired if it is common to post the RFP on the website and share with other cities. Administrator Buchholtz stated that it is very common and especially helpful to post on the LMC website.

Councilmember Goodboe-Bisschoff inquired on the RFP process. Administrator Buchholtz stated that he would review the RFP's that are received and comply the results into a large matrix for comparison. He stated that the information along with the actual proposals would be shared with the City Council for their review.

MOTION MADE BY MAYOR HANSEN TO AUTHORIZE RELEASE OF REQUEST FOR PROPOSALS FOR BUILDING INSPECTION AND RELATED SERVICES. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

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 there would not be a pork chop dinner in the month of December because of the holiday. He stated that he met with the Military Family Services representative and reported that gas cards will be given out to the military families again this year. He reported that he met with members of the Purple Heart Organization on fund raising events.

14. Other

Councilmember Goodboe-Bisschoff proposed a Council workshop topic. She stated that she would like to see swimming beach in Lakeside Park available again. She reported that she has done research and believes that the lake could be swimmable again in the future.

15. Administrator Reports

Administrator Buchholtz reported that he attended several meetings including a meeting regarding the Arthur Street water plant. He stated that he and Engineer Gravel along with staff from the cities of Fridley and Blaine and Coon Creek Watershed staff met regarding the joint storm water pond south of Northtown.

Administrator Buchholtz reported that comments from the Metropolitan Council were received on the draft copy of the 2040 Comprehensive Plan and the suggestions will be incorporated in the plan for final approval.

16. Adjourn

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

The meeting was adjourned at 8:29 P.M.

Attest:

Cindy Hansen, Mayor

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

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

Date: Nov 2018
Page: 1
Claim Res.#18-21

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
65256	ANOKA COUNTY PROPERTY RECORDS	RECORDS/AGREEMENTS	368.00
65257	AT & T MOBILITY	MONTHLY SERVICES	950.65
65258	BARBARA GOODBOE-BISSCHOFF	REIMBURSEMENT	88.84
65259	CENTRAL TURF & IRRIGATION SUPPLY	PARTS	24.09
65260	COLE INFORMATION	BUSINESS DIRECTORY RENEWAL	469.00
65261	COMPUTER INTERGRATION TECHNOI	MANAGED SERVICES	1,000.00
65262	CURTIS CPR INSTRUCTION	INSTRUCTOR RECREATION	479.00
65263	DAWN WEGENER	OVERPAYMENT WTR BILL	103.47
65264	ECM PUBLISHERS, INC.	PUBLISHING	193.50
65265	GMS INDUSTRIAL SUPPLIES INC	SUPPLIES	369.56
65266	H & L MESABI INC	EQUIPMENT	944.26
65267	LEAGUE OF MINNESOTA CITIES	MEMBERSHIP DUES	6,604.00
65268	MANSFIELD OIL COMPANY	FUEL	1,594.61
65269	JILL MASON	INSTRUCTOR RECREATION	132.00
65270	MTI DISTRIBUTING INC	PARTS	51.54
65271	OFFICE DEPOT	SUPPLIES	87.89
65272	SMITH SCHAFER & ASSOCIATES	ACCOUNTING SERVICES	435.00
65273	STATE OF MINNESOTA	FORM	50.00
65274	AFLAC	PAYROLL	22.17
65275	AMERITAS	PAYROLL	37.26
65276	CENTRAL PENSION FUND	PAYROLL	520.08
65277	DEARBORN NATIONAL	PAYROLL	471.51
65278	DELTA DENTAL	PAYROLL	1,599.77
65279	HEALTH PARTNERS	PAYROLL	13,933.36
65280	L.E.L.S.	PAYROLL	245.00
65281	LOCAL 49	PAYROLL	105.00
65282	NCPERS MINNESOTA-7750811	PAYROLL	72.00
65283	AMERICAN MESSAGING	MONTHLY SERVICES	4.19
65284	AXON ENTERPRISE, INC	SPARE CARTRIDGE BATTERY	730.00
65285	BEAVERBROOK TRI-COUNTY SPORTS	MANDATED TRAINING	350.00
65286	BOYER TRUCKS PARTS DISTRIBUTION	SERVICES	137.36
65287	BRAD POVLITZKI	OVERPAYMENT WTR BILL	14.85
65288	CEDAR RIDGE ARABIANS INC	DAY TRIP RECREATION	390.00
65289	CENTERPOINT ENERGY	MONTHLY UTILITIES	818.08
65290	CINTAS	MATS	88.46
65291	COMM-WORKS, LLC	SERVICES	2,081.42
65292	COTTENS INC	PARTS	97.45
65293	DAVE PERKINS CONTRACTING INC	MOBILIZATION/DEMobilIZATION	6,999.00
65294	GALE'S AUTO BODY	AUTO SERIVCES	10,642.75
65295	GOPHER STATE ONE-CALL INC	LOCATES	162.00
65296	GREENHAVEN PRINTING	RECYCLING EVENT MAILER	1,463.75

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

Date: Nov 2018
Page: 2
Claim Res.#18-21

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
65297	BARBARA HARLAN	REFUND RECREATION	40.00
65298	JEFF CLARK	OVERPAYMENT WTR BILL	42.88
65299	LEAGUE OF MN CITIES INS TRUST	DEDUCTABLE	210.71
65300	MALMBORG'S GARDEN CENTER	INSTRUCTOR RECREATION	1,574.65
65301	MANSFIELD OIL COMPANY	FUEL	942.72
65302	MED COMPASS	TRAINING	783.00
65303	METROPOLITAN COUNCIL	WASTE WATER SERVICES/SAC ACTIVITY	117,557.42
65304	CITY OF MINNEAPOLIS	APS TRANS	240.30
65305	MINNESOTA SAFETY COUNCIL	INSTRUCTOR RECREATION	396.00
65306	MODERN HEATING & AIR	REPAIRS	320.00
65307	OFFICE OF MN.IT SERVICES	MONTHLY FIBER CONNECTION	46.40
65308	PANTHER BASKETBALL PROGRAM	INSTRUCTOR RECREATION	279.13
65309	PAUL RONYAK-DIST	SUPPLIES	424.97
65310	PERFECT 10 CAR WASH	SERVICES	7.99
65311	RILEY BUS SERVICE INC	BUS SERVICES RECREATION	1,500.00
65312	SCHMIDT CURB COMPANY, INC	SERVICES	3,000.00
65313	SHANK CONSTRUCTORS, INC	SERVICES	2,121.00
65314	SHARON ROSE	OVERPAYMENT WTR BILL	162.15
65315	SLP FIRE DEPARTMENT	FIRE PROTECTION SERVICES	18,834.00
65316	STREICHER'S	UNIFORM ALLOWANCE	61.99
65317	TAHO SPORTSWEAR	RECREATION SUPPLIES	225.75
65318	U.S.T.I.	MONTHLY UB E-BILLING	0.24
65319	ULINE	SUPPLIES	382.44
65320	WASTE MANAGEMENT OF WI-MN	MONTHLY SERVICES	7,146.74
65321	XCEL ENERGY	MONTHLY UTILITIES	52.30
65322	AID ELECTRIC SERVICE, INC	SERVICES	513.95
65323	ANOKA COUNTY CENTRAL COMMUN	SERVICES	46.35
65324	ASPEN EQUIPMENT	PARTS	68.58
65325	ASPEN MILLS	UNIFORM ALLOWANCE	109.90
65326	BOYER TRUCKS PARTS DISTRIBUTION	PARTS	30.52
65327	CARLOTTA STOMBERG	OVERPAYMENT WTR BILL	60.00
65328	CARSON, CLELLAND & SCHREDER	LEGAL FEES	11,000.07
65329	CATHI WEBER	INSTRUCTOR RECREATION	50.00
65330	CENTERPOINT ENERGY	MONTHLY UTILITIES	399.93
65331	CINTAS	MATS	88.46
65332	COMCAST	MONTHLY SERVICES	115.92
65333	COMM-WORKS, LLC	PARK CAMERA MONTHLY SERVICES	125.00
65334	CONNEXUS ENERGY	MONTHLY UTILITIES	348.36
65335	COTTENS INC	PARTS	107.99
65336	BARRY DAVIS	ELECTION JUDGE	148.63
65337	MATHURA DEONAUTH	ELECTION JUDGE	210.13

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

Date: Nov 2018
Page: 3
Claim Res.#18-21

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
65338	CHERYL ENSENBACH	ELECTION JUDGE	203.50
65339	ROSEMARY ESLER	ELECTION JUDGE	148.63
65340	FASTENAL COMPANY	PARTS	5.30
65341	FERGUSON WATERWORKS #2516	PARTS	823.49
65342	FLEETPRIDE	PARTS	15.86
65343	MARILYNN FORSBERG	ELECTION JUDGE	169.13
65344	GAMETIME	EQUIPMENT	1,146.00
65345	GENO'S SEWER & DRAIN CLEANING	SERVICES	119.00
65346	JENNY GOODEN	REIMBURSEMENT	73.03
65347	GREEN LIGHTS RECYCLING INC	RECYCLING EVENT	6,120.74
65348	JOAN HAGEDORN	ELECTION JUDGE	151.19
65349	LYNDA HAMMER	ELECTION JUDGE	189.63
65350	LEONARD HAMMERUD	ELECTION JUDGE	169.13
65351	KATHLEEN HARASYN	ELECTION JUDGE	210.13
65352	KAREN HOKANSON	ELECTION JUDGE	151.19
65353	HERB HOPPENSTEDT	ELECTION JUDGE	165.00
65354	JOANN HYDEMAN	ELECTION JUDGE	171.69
65355	HYDRO KLEAN	SERVICES	5,691.60
65356	INSTRUMENTAL RESEARCH INC	WATER TESTING	72.00
65357	STEPHANIE JAUERT	ELECTION JUDGE	148.63
65358	NORM KELZENBERG	ELECTION JUDGE	169.13
65359	MICHAEL KILEY	ELECTION JUDGE	162.25
65360	DELORES KOTHMAN	ELECTION JUDGE	200.75
65361	KARI LATHE	ELECTION JUDGE	148.63
65362	LEE'S HEATING & AIR	SERVICES	110.00
65363	LOS ANGELES COUNTY SHERIFF'S DEP	SERVICES	35.00
65364	MANSFIELD OIL COMPANY	FUEL	2,174.10
65365	MENARDS-CAPITAL ONE COMMERCIAL	MONTHLY CREDIT CARD	1,362.86
65366	METRO SALES	SUPPLIES	485.50
65367	MINNESOTA SAFETY COUNCIL	INSTRUCTOR RECREATION	360.00
65368	LISA MONSON-HOKENSON	ELECTION JUDGE	162.25
65369	MUNICIPAL PAVING PLANT	ASPHALT MIX	852.93
65370	ANN O'DONNELL	ELECTION JUDGE	151.19
65371	OFFICE DEPOT	SUPPLIES	202.07
65372	MARY KAY PILTZ	ELECTION JUDGE	148.63
65373	ELEANOR PUUMALA	ELECTION JUDGE	200.75
65374	READY WATT ELECTRIC	SERVICES	312.00
65375	RICHFIELD BUS CO	BUS SERVICES RECREATION	703.07
65376	JUDY ANN ROGGE	ELECTION JUDGE	171.69
65377	KATHY ROTHAM	ELECTION JUDGE	189.75
65378	NANCY ROSE-BALAMUT	ELECTION JUDGE	167.75

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

Date: Nov 2018
Page: 4
Claim Res.#18-21

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
65379	STEVEN SCHIEFERT	ELECTION JUDGE	148.63
65380	JEROME SCHNEIDER	ELECTION JUDGE	189.63
65381	SLP PLACE LLC.	REFUND RENTAL LICENSE	620.00
65382	STANTEC	ENGINEERING FEES	23,468.86
65383	SHIRLEY STEVERMER	ELECTION JUDGE	151.19
65384	STREICHER'S	UNIFORM ALLOWANCE	164.98
65385	ERNA THOMLEY	ELECTION JUDGE	171.69
65386	TOWMASTER	PARTS	766.19
65387	MARILYN TROOP	ELECTION JUDGE	169.13
65388	DEAN WALDVOGEL	ELECTION JUDGE	169.13
65389	WALTERS RECYCLING REFUSE SERV	MONTHLY SERVICES	1,181.01
65390	WELLS FARGO CREDIT CARD	CREDIT CARD MONTHLY	54.01
65391	KENNETH WENDLING	ELECTION JUDGE	25.63
65392	TAMMI WINTERS	ELECTION JUDGE	148.63
65393	XCEL ENERGY	MONTHLY UTILITIES	9,905.60
65394	JULIE ANN ZEULI	ELECTION JUDGE	189.63
65395	AFLAC	PAYROLL	22.17
65396	AMERITAS	PAYROLL	37.26
65397	CENTRAL PENSION FUND	PAYROLL	520.08
65398	DEARBORN NATIONAL	PAYROLL	471.51
65399	DELTA DENTAL	PAYROLL	1,599.77
65400	HEALTH PARTNERS	PAYROLL	13,933.36
65401	L.E.L.S.	PAYROLL	245.00
65402	LOCAL 49	PAYROLL	105.00
65403	NCPERS MINNESOTA-7750811	PAYROLL	72.00
		TOTAL DISBURSEMENTS	303,652.70

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:

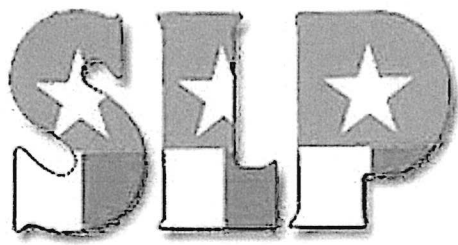
that the City Council directs and approves the payment of the aforementioned disbursements this _____ day of _____, 20____.

Signed: _____
Mayor

Councilmembers:

ATTEST:

Daniel Buchholtz, Admin/Clerk-Treasurer



WHAT SAFEASSURE WILL DO FOR THE CITY OF SPRING LAKE PARK

**INFORMATION
PACKET/PROPOSAL**

January 2019

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

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

A.W.A.I.R.

MN Statute 182.653

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

BLOODBORNE PATHOGENS

29 CFR 1910.1030

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

CONFINED SPACE

29 CFR 1910.146

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

CONTROL OF HAZARDOUS ENERGY

29 CFR 1910.147 &

MN Statute 5207.0600

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

EMERGENCY ACTION PLAN

29 CFR 1910.35 THRU .38

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

ERGONOMICS

29 CFR PART 1910.900 THRU 1910.944

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

EXCAVATIONS/TRENCHING 1926.651 (k)(1)

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

GENERAL DUTY CLAUSE

PL91-596

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

HAZARD COMMUNICATIONS

29 CFR 1910.1200 &

MN Statute 5206.0100 thru 5206.1200

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

LOGGING OPERATIONS 1910.266 (i)(1)

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

MOBILE EARTHMOVING EQUIPMENT

MN RULES 5207.1000

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

OCCUPATIONAL NOISE EXPOSURE

29 CFR 1910.95

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

OVERHEAD CRANES

1910.179(j)(3)

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

PERSONAL PROTECTIVE EQUIPMENT

1926.95 a)

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

RESPIRATORY PROTECTION

29 CFR 1910.134

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

RECORDING AND REPORTING OCCUPATIONAL INJURIES AND ILLNESSES

29 CFR 1904

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

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

1910 Subparts

Subpart D - Walking - Working Surfaces

Subpart E - Means of Egress

Subpart F - Powered Platforms, Man-lifts, and Vehicle-Mounted Work Platforms

Subpart G - Occupational Health and Environmental Control

Subpart H - Hazardous Materials

Subpart I - Personal Protective Equipment

Subpart J - General Environmental Controls

Subpart K - Medical and First Aid

Subpart L - Fire Protection

Subpart M - Compressed Gas and Compressed Air Equipment

Subpart N - Materials Handling and Storage

Subpart O - Machinery and Machine Guarding

Subpart P - Hand and Portable Powered Tools and Other Hand-Held Equipment.

Subpart Q - Welding, Cutting, and Brazing.

Subpart S - Electrical

Subpart Z - Toxic and Hazardous Substances

1926 Subparts

Subpart C - General Safety and Health Provisions

Subpart D - Occupational Health and Environmental Controls

Subpart E - Personal Protective and Life Saving Equipment

Subpart F - Fire Protection and Prevention

Subpart G - Signs, Signals, and Barricades

Subpart H - Materials Handling, Storage, Use, and Disposal

Subpart I - Tools - Hand and Power

Subpart J - Welding and Cutting

Subpart K - Electrical

Subpart L - Scaffolds

Subpart M - Fall Protection

Subpart N - Cranes, Derricks, Hoists, Elevators, and Conveyors

Subpart O - Motor Vehicles, Mechanized Equipment, and Marine Operations

Subpart P - Excavations

Subpart V - Power Transmission and Distribution

Subpart W - Rollover Protective Structures; Overhead Protection

Subpart X - Stairways and Ladders

Subpart Z - Toxic and Hazardous Substances

Applicable MN OSHA 5205 Rules

Applicable MN OSHA 5207 Rules

Applicable MN OSHA 5206 Rules (Employee Right to Know)

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

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

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

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

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

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

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

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

ADDENDUM
SAFETY PROGRAM RECOMMENDATIONS
The City of Spring Lake Park

Written Programs & Training

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

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

Bloodborne Pathogens

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

Chainsaw/Tree Trimming

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

Confined Space

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

Contractors Safety Program

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

Cranes-Chains-Slings

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

Emergency Action Plan

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

Employee Right to Know/Hazard Communication

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

Ergonomics/Proper Lifting

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

Fleet Safety/Defensive Driving

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

General Safety Requirements (other as required)

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

Hearing Conservation (Occupational Noise Exposure)

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

Lock Out/Tag Out (Control of Hazardous Energy)

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

Mobile Earthmoving Equipment

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

Personal Protective Equipment

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

Recordkeeping

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

Respiratory Protection

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

Trenching/Excavation

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

The “SafeAssure Advantage”

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

Service Agreement

THIS AGREEMENT is made this first day of January 2019 between The City of Spring Lake Park, Spring Lake Park, Minnesota, herein referred to as The City of Spring Lake Park and SafeAssure Consultants, Inc. 200 S.W. Fourth Street, Willmar, Minnesota, herein referred to as SafeAssure.

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

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

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

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

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


ANNUAL SERVICE AGREEMENT (FULL SERVICE)	\$6,409.35
MSDS/SDS ON-LINE SERVICES	(included)

TOTAL ANNUAL \$ \$6,409.35

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

X _____
The City of Spring Lake Park Date

X _____
The City of Spring Lake Park Date

X 

President-SafeAssure 112918
Date



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# 88302852

MGC# 18-6375

NAME/COMPANY: CENTERPOINT ENERGY

GOPHER 1-CALL REG. NO.: 0029

ADDRESS: 700 LINDEN AVE W, MINNEAPOLIS, MN 55403

PHONE: 612-321-5532

FAX: 612-321-5480

E-MAIL ADDRESS: jodell.cox@centerpointenergy.com

NAME OF REPRESENTATIVE: JODY COX

REPRESENTATIVE PHONE NO'S.: 612-321-5532

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

INSTALL A NEW GAS SERVICE

TO: 8360 PIERCE ST NE

START DATE: 12/17/2018

COMPLETION DATE: 5/31/2019

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:

OK 12/3/18 JR
(no fee)

Authorized Representative Signature

Please waive permit
fees per franchise
agreement

11/29/2018

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.

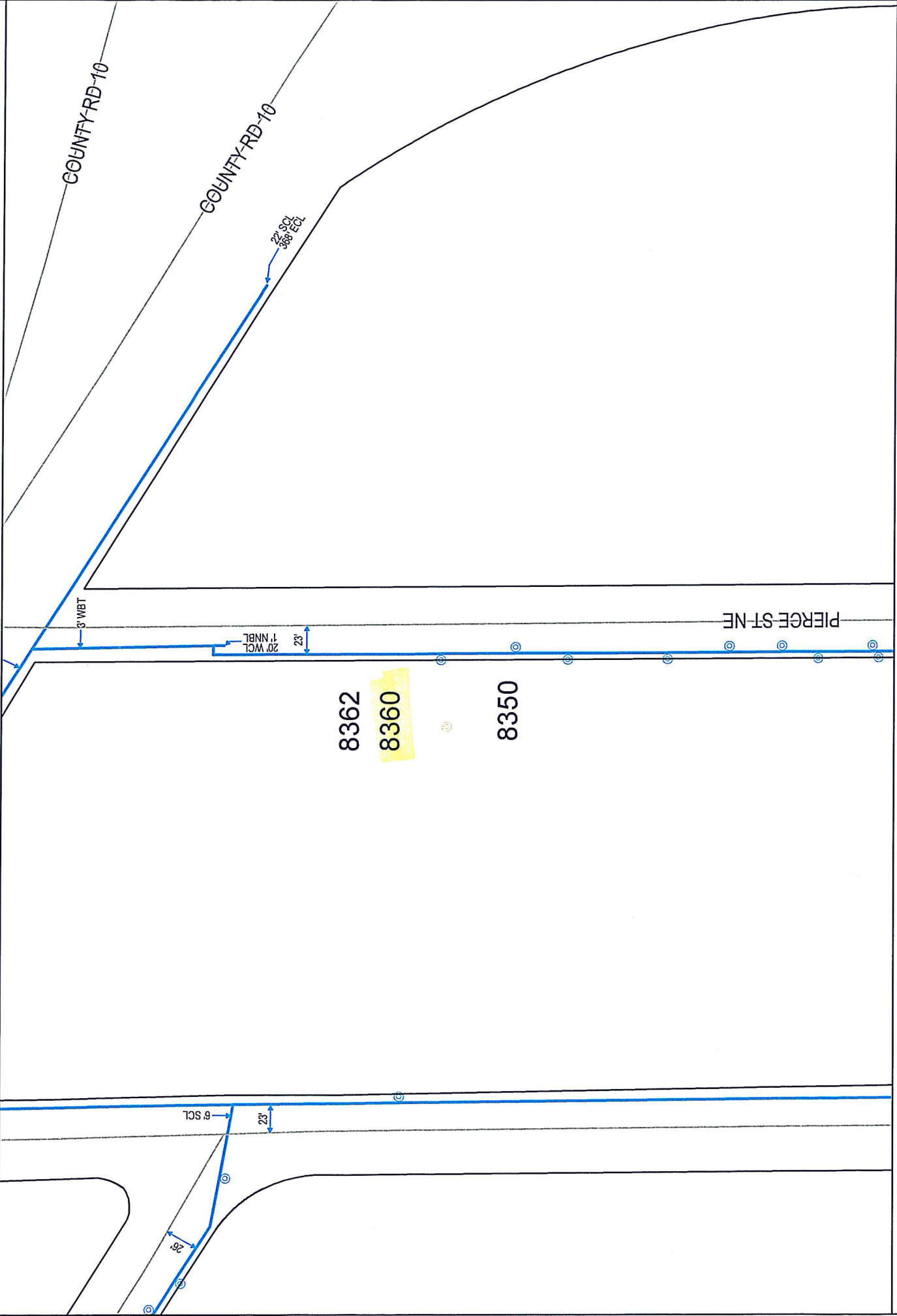
Receipt No.:

Date:

Initials:

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

GENERAL LOCATION ONLY. DO NOT USE TO LOCATE FOR EXCAVATION. CALL 1-800-252-1166 FOR ONSITE LOCATIONS AND STAKING.



Plotted by: i217774

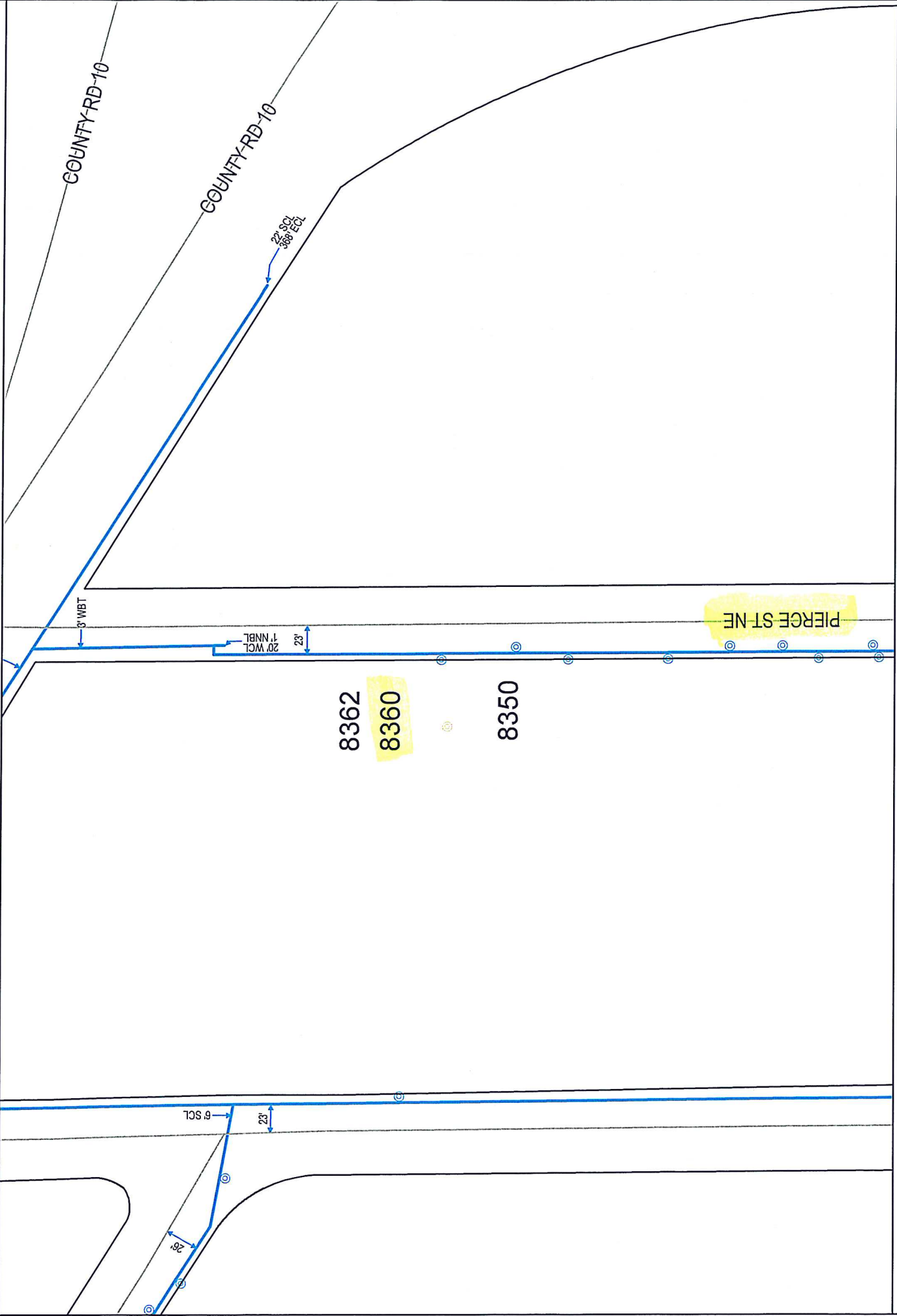
Plot Date: 11/28/2018

8350, 8360 and 8362 PIERCE ST NE
SPRING LAKE PARK, MN 55432

Scale: 1" = 100'



GENERAL LOCATION ONLY. DO NOT USE TO LOCATE FOR EXCAVATION. CALL 1-800-252-1166 FOR ONSITE LOCATIONS AND STAKING.



Plotted by: 1217774

Plot Date: 11/28/2018

8350, 8360 and 8362 PIERCE ST NE
SPRING LAKE PARK, MN 55432

Scale: 1" = 100'





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# 88303776

MGC# 18-6374

NAME/COMPANY: CENTERPOINT ENERGY

GOPHER 1-CALL REG. NO.: 0029

ADDRESS: 700 LINDEN AVE W, MINNEAPOLIS, MN 55403

PHONE: 612-321-5532

FAX: 612-321-5480

E-MAIL ADDRESS: jodell.cox@centerpointenergy.com

NAME OF REPRESENTATIVE: JODY COX

REPRESENTATIVE PHONE NO'S.: 612-321-5532

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

INSTALL A NEW GAS SERVICE

TO: 8350 PIERCE ST NE

START DATE: 12/17/2018

COMPLETION DATE: 5/31/2019

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:

OK. 12/3/18
(no fee)
R

Jody Cox

Authorized Representative Signature

Please waive permit
fees per franchise
agreement

11/29/2018

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.

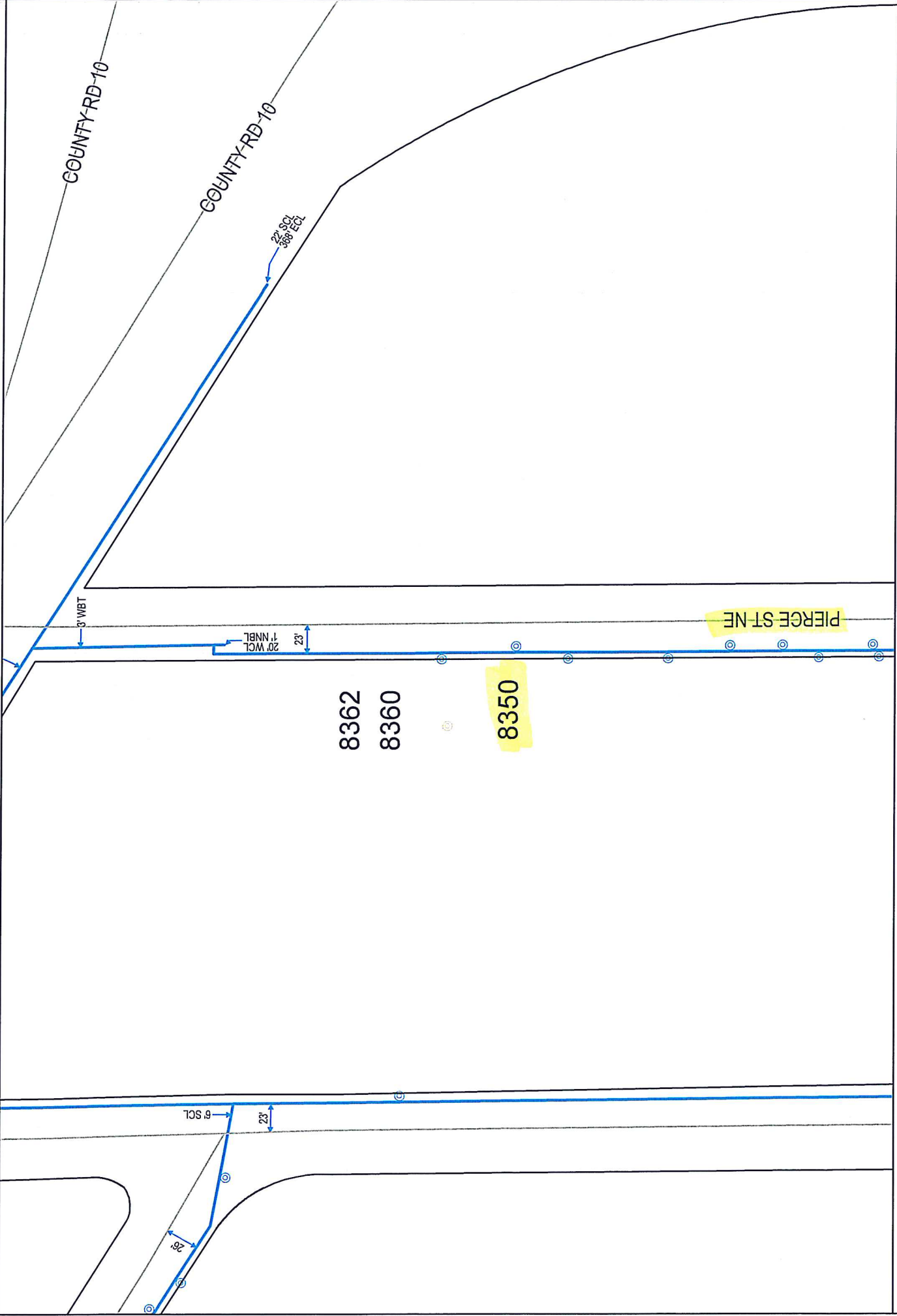
Receipt No.:

Date:

Initials:

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

GENERAL LOCATION ONLY. DO NOT USE TO LOCATE FOR EXCAVATION. CALL 1-800-252-1166 FOR ONSITE LOCATIONS AND STAKING.



Plotted by: i217774

Plot Date: 11/28/2018

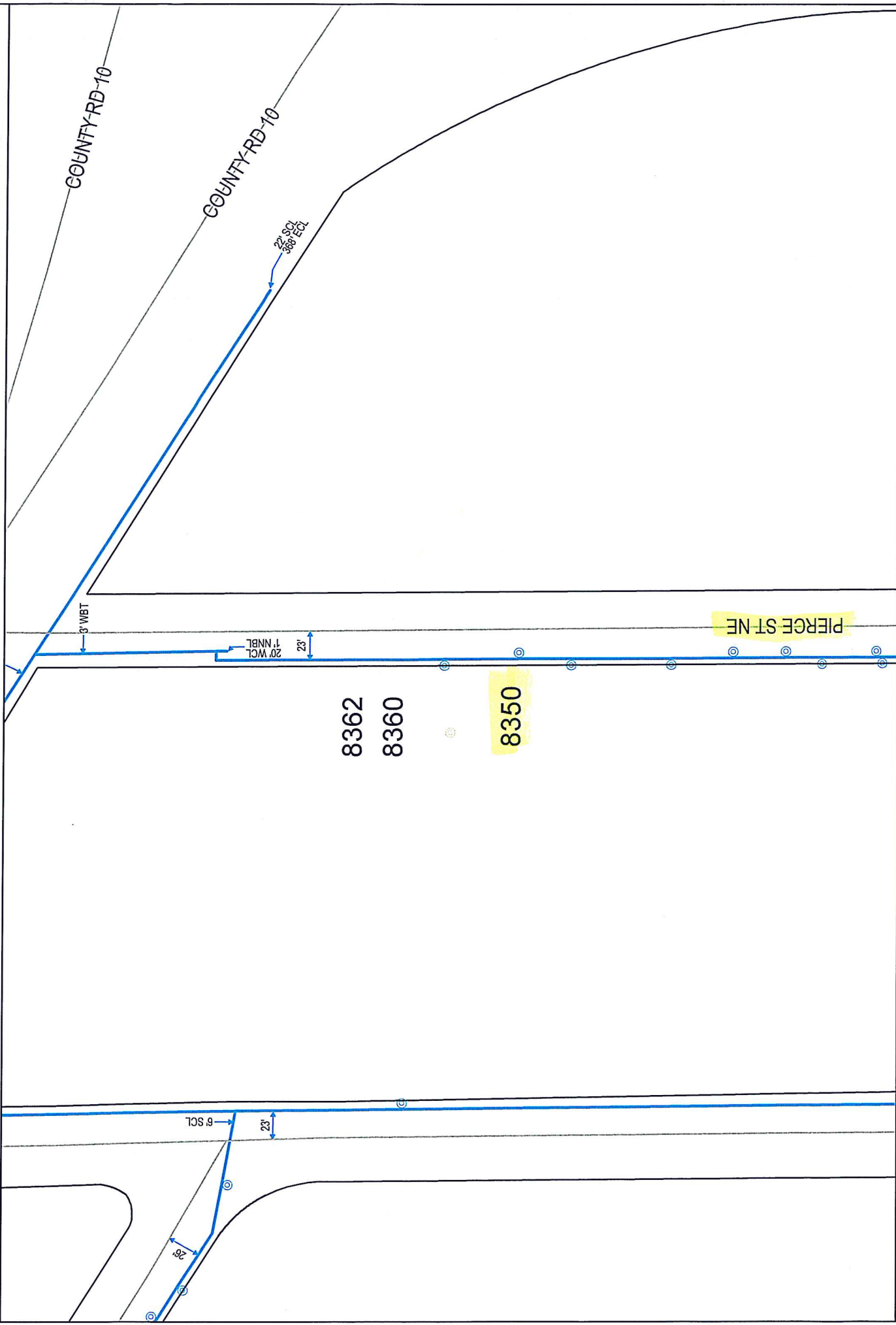
8350, 8360 and 8362 PIERCE ST NE

SPRING LAKE PARK, MN 55432

Scale: 1" = 100'



GENERAL LOCATION ONLY. DO NOT USE TO LOCATE FOR EXCAVATION. CALL 1-800-252-1166 FOR ONSITE LOCATIONS AND STAKING.



Plotted by: i217774

Plot Date: 11/28/2018

8350, 8360 and 8362 PIERCE ST NE

SPRING LAKE PARK, MN 55432

Scale: 1" = 100'





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# 88303239

MGC# 18-6376

NAME/COMPANY: CENTERPOINT ENERGY

GOPHER 1-CALL REG. NO.: 0029

ADDRESS: 700 LINDEN AVE W, MINNEAPOLIS, MN 55403

PHONE: 612-321-5532

FAX: 612-321-5480

E-MAIL ADDRESS: jodell.cox@centerpointenergy.com

NAME OF REPRESENTATIVE: JODY COX

REPRESENTATIVE PHONE NO'S.: 612-321-5532

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

INSTALL A NEW GAS SERVICE

TO: 8362 PIERCE ST NE

START DATE: 12/17/2018

COMPLETION DATE: 5/31/2019

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: OK 12/31/18
(no fee) TT

Jody Cox

Authorized Representative Signature

Please waive permit
fees per franchise
agreement

11/29/2018

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.

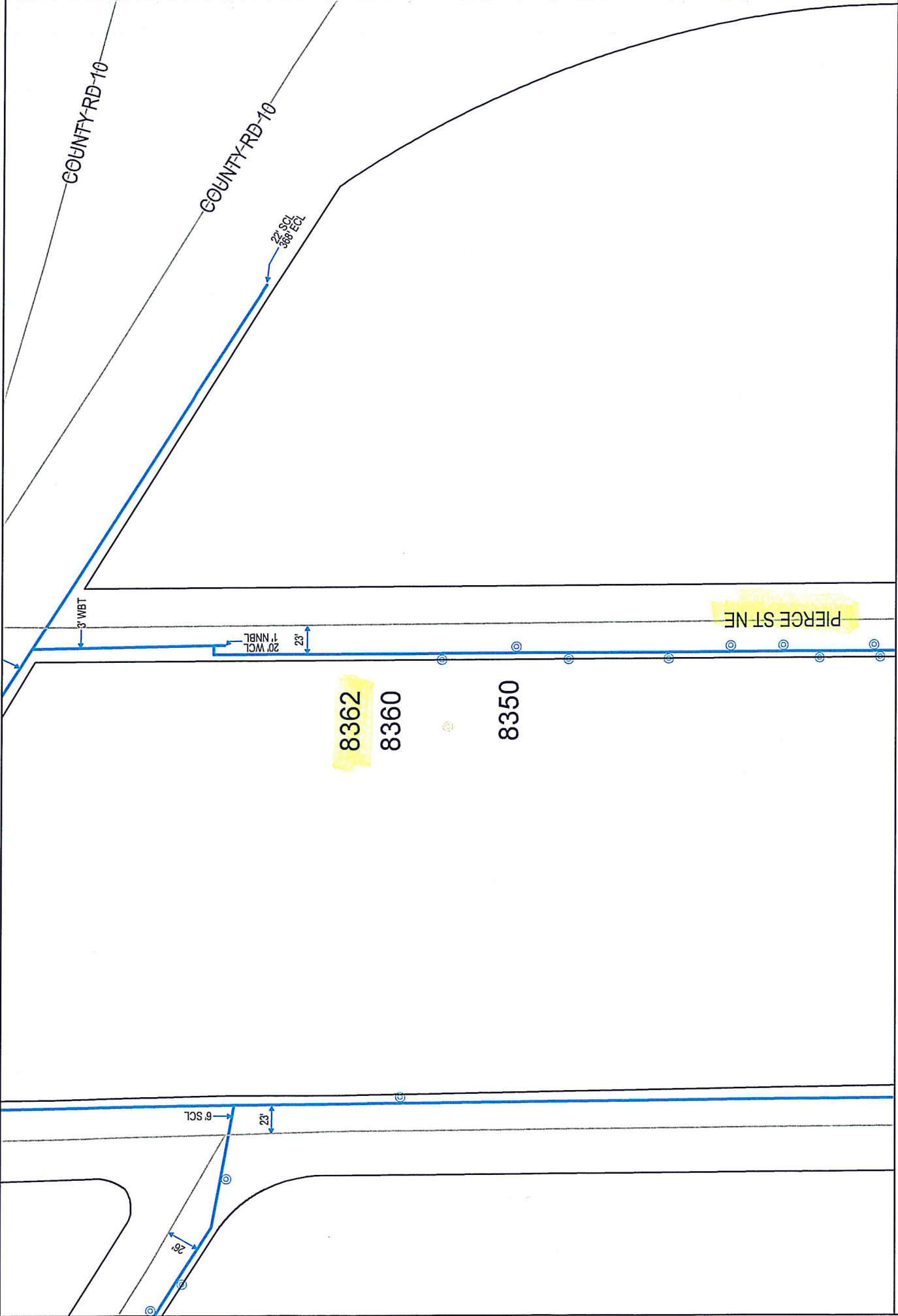
Receipt No.: _____

Date: _____

Initials: _____

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

GENERAL LOCATION ONLY. DO NOT USE TO LOCATE FOR EXCAVATION. CALL 1-800-252-1166 FOR ONSITE LOCATIONS AND STAKING.



Plotted by: i217774

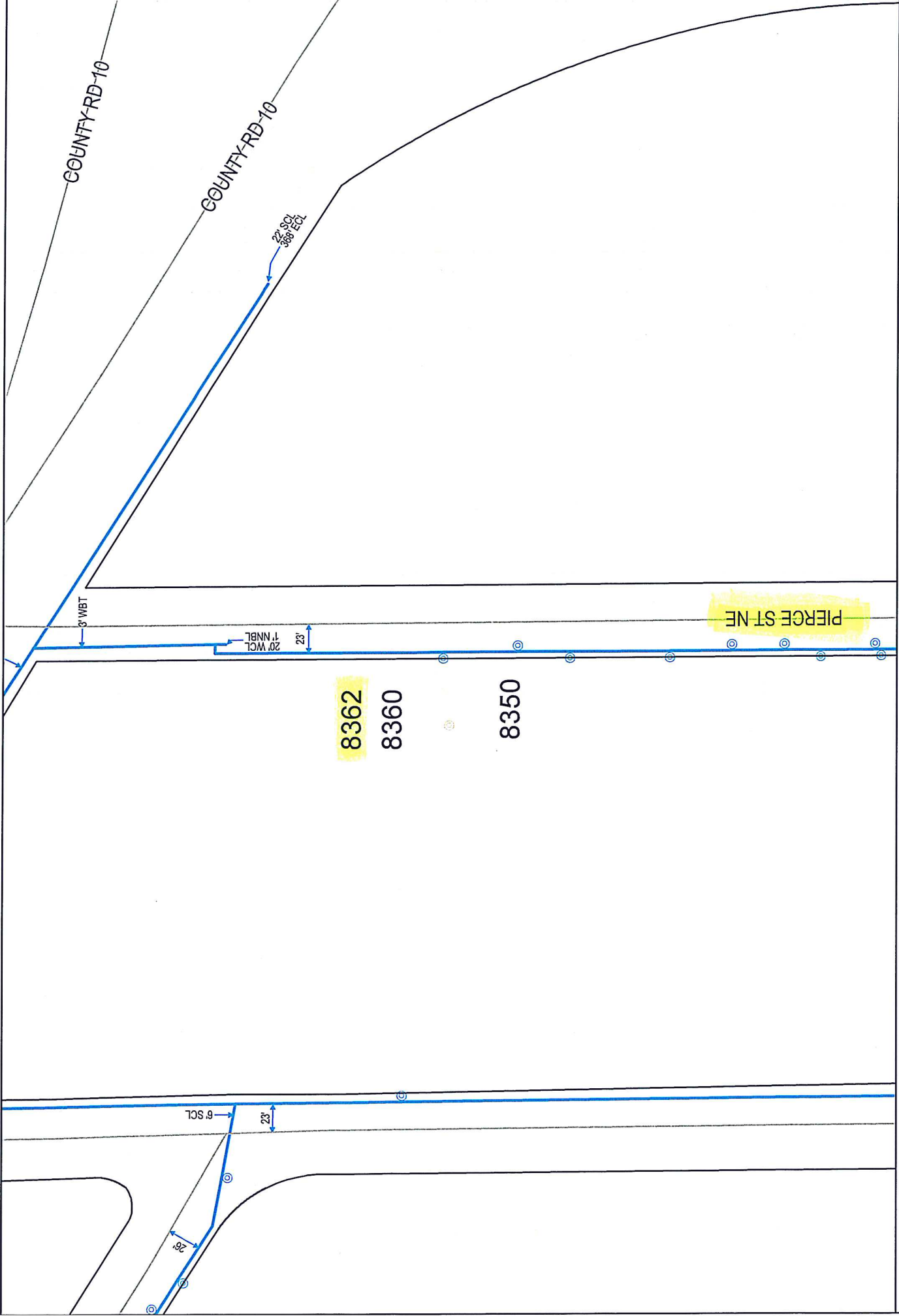
Plot Date: 11/28/2018

8350, 8360 and 8362 PIERCE ST NE
SPRING LAKE PARK, MN 55432

Scale: 1" : 100'



GENERAL LOCATION ONLY. DO NOT USE TO LOCATE FOR EXCAVATION. CALL 1-800-252-1166 FOR ONSITE LOCATIONS AND STAKING.



Plotted by: i217774

Plot Date: 11/28/2018

8350, 8360 and 8362 PIERCE ST NE
SPRING LAKE PARK, MN 55432

Scale: 1" = 100'



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

Contractor's Licenses

December 17, 2018

General Contractor

City View Electric, Inc.

Electro Watchman, Inc.

Ideal Energies, LLC.

Plumbing Contractor

Regency Plumbing, Inc.

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

Business Licenses- Massage Therapy

December 17, 2018

2019 Massage Therapy

Hair By Hughes - Enterprise License **Contingent on passing background check
913 Manor Drive

Cynthia McQuade-Brinkman - Individual Tech License
913 Manor Dr

Xin Massage -Enterprise License **Contingent on background check
7777 Hwy 65 NE

Xiaoxin Qu - Individual Tech License
7777 Hwy 65 NE

Aili Liu - Individual Tech License **Contingent on passing background check
7777 Hwy 65 NE

Acupressure Massage - Enterprise License
8189 University Avenue NE

Jian Shi - Individual Tech License
8189 University Avenue NE

Qianrong Song - Individual Tech License
8189 University Avenue NE

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

December 17, 2018

Business Licenses
Liquor, 2 AM, Cigarette and Dance

Liquor License **Contingent on passing background check

The Sunset Grill

8466 Central Ave

Liquor, 2 AM, Cigarette and Dance License

Biff's Sports Bar

7777 Hwy 65

Dance License

Dala 1, Inc.

8407 Plaza Blvd.



Memorandum

To: Mayor Hansen and Members of the City Council

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

Date: December 12, 2018

Subject: Lincoln Pawn – Pawn Shop License

A public hearing has been duly called and noticed to consider the renewal of the pawnbroker license for Lincoln Pawn.

The Police Department has run a call for service query for 2018. There is nothing of concern that arose from that inquiry.

Staff recommends approval of the pawnbroker license renewal for Lincoln Pawn, following the public hearing.

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



Memorandum

To: Mayor Hansen and Members of the City Council

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

Date: December 12, 2018

Subject: 2019 Fee Schedule

Included with this memorandum is the proposed 2019 Fee Schedule. A public hearing has been scheduled for December 17, 2018 to receive public feedback on the proposed fee schedule.

There are a few small changes to the proposed fee schedule. They are as follows:

- The escrow for a Conditional Use Permit for the R-1 District will increase from \$200 to \$250.
- The escrow for the R-1 Variance will increase from \$250 to \$300.
- Park Dedication fee increased 4% from \$2,116 to \$2,200/unit, reflecting a rise in the Construction Cost Index (CCI).
- Rental housing license fees will increase for 2019.
 - Single family fee increases from \$120 to \$150
 - Duplex increases from \$175 to \$200
 - Apartment increases from \$200 per building to \$250 per building. The per unit fee increases from \$25 to \$30.
 - Excessive consumption fee increases from \$35 to \$50 per incident. Excessive consumption fees occur on a one or more inspections are performed at the same location within a consecutive 12 month period after any inspection for which a notice of the same violation was served or the second follow-up inspection reveals non-compliance with requirements established in either the initial or first follow-up schedule.
 - The conversion fee, which is a one time fee to convert a unit from owner occupied to rental, will increase from \$500 per unit to \$750 per unit.
 - The late conversion fee increases from \$700 to \$1000 per unit.
- The WAC fee will increase to \$1,100, an increase of \$50/unit. This is commensurate with the increase in the CCI.
- Increase in background investigation fee for massage therapist and enterprise licenses from \$50 to \$250 due to increased expenses associated with backgrounding these applicants.
- The disconnect tag fee will increase from \$15 to \$25.
- The SAC Administrative fee will increase from \$85 to \$100 per unit.
- Demolition fees will increase by \$50 for both residential and commercial.

ORDINANCE NO. 450

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

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

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

7. **Building Inspections/Code Enforcement**

Demolition	\$200.00 <u>250.00</u> – Commercial \$100.00 <u>150.00</u> – Residential
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8. **Zoning/Development**

Conditional Use Permit (CUP) R-1	\$100.00 plus \$200.00 <u>250.00</u> Escrow
R-1 Variance	\$150.00 plus \$250.00 <u>300.00</u> Escrow
Park Dedication Fee – Residential	\$2,116.00 <u>2,200.00</u> per unit

10. **Police Administration**

Digital Photos	\$10.00 <u>30.00</u> plus costs
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12. **Licenses**

A. General Business Licenses

Therapeutic Massage	
Partnership/Corporation License	\$350.00 + \$50 <u>200.00</u> – 1 st Time Background Check
Technician License	\$100.00 + \$50 <u>100.00</u> – 1 st Time Background Check

D. Rental Housing Licenses

Single Family	\$120.00 <u>150.00</u>
Duplex	\$175.00 <u>200.00</u>
Apartment	\$200.00 <u>250.00</u>
Excessive Consumption Fee: rental/non-rental	\$35.00 <u>50.00</u>
Conversion Fee	\$500.00 <u>750.00</u> includes 1 st year registration
Late Conversion Fee	\$700.00 <u>1,000.00</u>

14. Water, Sewer, Street and Other Fees

A. Water

Water Availability Charge (WAC)	\$1,050.00 1,200.00/Unit (City determines # of units)
Disconnect Tag Fee	\$15.00 <u>\$25.00</u>

B. Sewer

SAC Administrative Fee	\$85.00 <u>\$100.00</u> /unit
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Section 2. Effective Date of Ordinance. This ordinance shall be effective January 1, 2019 after its final passage, approval and publication as provided by law.

Passed by the City Council of the City of Spring Lake Park, Minnesota, this 17th day of December, 2018.

APPROVED BY:

Cindy Hansen, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator/Clerk



Police Report

November 2018

Submitted for Council Meeting December 17, 2018

The Spring Lake Park Police Department responded to five hundred fifty-six calls for service for the month of November 2018. This is compared to responding to five hundred and twenty-five calls for service in November 2017.

The Spring Lake Park Police Department continues to try and help the youth in our communities by donating to "Bikes4Kids". The police department donated thirteen bikes in September 2018 and ten bikes in November 2018. The "Bikes4 Kids" program is designed to provide bikes to youths that are not able to afford them on their own. Bike donation receipts were placed in the "Correspondence" section of the council packets.

Our School Resource Officer, Officer Chlebeck reports handling sixteen calls for service for the month of November 2018, along with having twenty-two student contacts, four escorts and four follow up investigation into school related incidents. Officer Chlebeck noted conducting a presentation at the SLP District Office for the Transition Student Program (Ages 18-21) on the topics of "Legal Rights at age 18 and above" and "How to interact with Law Enforcement". Officer Chlebeck also conducted four classroom presentations at the high school on the "Amendments to the Constitution and Use in Law Enforcement. Officer Chlebeck also noted attending the "OEC Advisory Board Meeting" and conducting "Alcohol Compliance Checks" at our local businesses with all businesses being checked, passing. For further details see Officer Chlebeck's attached report.

Investigator Baker reports handling a case load of forty-four cases for the month of November 2018. Thirty-three of cases are felony in nature, seven of these cases are gross misdemeanor in nature and four of these cases were misdemeanor in nature. Investigator Baker also noted having three active forfeiture cases. Investigator Baker did note a couple cases of interest for the month of November.

- November 13, 2018, Spring Lake Park Officers received a report after the fact of a person that had been held captive in a vehicle by a man with a gun in the 500 block of 82nd Ave. The victim of the incident was located at an address in Blaine, an investigation ensued, a person of interest was identified and arrested. The case is currently under consideration for charging.

- November 16, 2018, Spring Lake Park Officers received a call to the 8100 block of 5th Street regarding a possible drive by shooting. A second call was received in the 8100 block of University Ave from an individual indicating that their vehicle was just shot at and hit in the 8100 block of 5th Street. An investigation ensued and it was determined that the shots fired came from a residence in the 8100 block of 5th Street and struck the above stated vehicle. A person of interest was identified, police attempted to make contact at the residence but the person of interest would not exit the residence. Anoka County Sheriff's Office Tactical Response Team responded and the person of interest was located hiding in the residence. A subsequent interview of the person of interest resulted in a full confession and the person of interest was arrested and charged. Another individual was also arrested and charged with "Aiding and Abetting". This incident was handled in a timely and expedient manner so that it did not present a prolonged danger to our community.
- November 18, 2018, Spring Lake Park Officers received a call to the 900 block of Manor Drive NE regarding an interrupted burglary of business, in which two suspects had fled the scene. Officers arriving at the scene conducted a search of the area for the suspects. The suspects were located at a nearby business hiding and were taken into custody. The suspects when interviewed confessed to the burglary and being involved in attempted burglaries in Blaine as a result of our burglary and trying to elude police apprehension. Both suspects were incarcerated and charged.

For further details see Investigator Baker's attached report.

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

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

This will conclude my report for November 2018

Are there any questions?

Spring Lake Park Police / School Resource Officer Report

November 2018

Incidents by School Location	Reports (ICRs)	Student Contacts*	Escorts/Other	Follow Up Inv.
Spring Lake Park High School	14	18	3	4
Discovery Days (pre-school)				
Lighthouse School				
Park Terrace Elementary School		1		
District Office		3		
Able and Terrace Parks (School Related)	1			
School Related			1	
Miscellaneous Locations	1			
Totals:	16	22	4	4

Breakdown of Reports (ICRs)	
Theft reports (cellphones, iPods, bikes, etc...)	3
Students charged with Assault or Disorderly Conduct	1
Students charged with other crimes	
Non-students Charged	
Warrant Arrests	
Miscellaneous reports	12



Investigator
Brad Baker

Spring Lake Park Police Department

Investigations Monthly Report

November 2018

Total Case Load

Case Load by Level of Offense: 44

Felony	33
Gross Misdemeanor	7
Misdemeanor	4

Case Dispositions:

County Attorney	7
Juvenile County Attorney	0
City Attorney	4
Forward to Other Agency	3
SLP Liaison	0
Carried Over	23
Unfounded	0
Exceptionally Cleared	2
Closed/Inactive	5

Forfeitures:

Active Forfeitures	3
Forfeitures Closed	0

Notes:

RESOLUTION NO. 18-53

RESOLUTION ADOPTING FINAL 2018 TAXES COLLECTABLE IN 2019

BE IT RESOLVED by the City Council of the City of Spring Lake Park, Anoka and Ramsey Counties, Minnesota, that the following sums of money be levied for the current year, collectable in 2019, upon the taxable property in said City of Spring Lake Park, Minnesota:

General Revenue	\$3,169,666
2018A G.O. Equipment Certificate	\$ 175,849
2014A G.O. Improvement Bonds	<u>\$ 90,000</u>
TOTAL LEVY:	\$3,435,515

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

The foregoing resolution was moved for adoption by

Upon roll call, the following voted aye:

And the following voted nay:

Whereupon the Mayor declared said resolution duly passed and adopted this 17th day of December, 2018.

Cindy Hansen, Mayor

ATTEST:

Daniel R. Buchholtz, Administrator

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

I, Daniel R. Buchholtz, duly appointed and qualified City Administrator in and for the City of Spring Lake Park, Anoka and Ramsey Counties, Minnesota, do hereby certify that the foregoing is a true and correct copy of Resolution No. 18-53, A Resolution Adopting Final 2018 Taxes Collectable in 2019, adopted by the Spring Lake Park City Council at their regular meeting on the 17th day of December 2018.

Daniel R. Buchholtz, Administrator

(SEAL)

Dated: _____



Memorandum

To: Mayor Hansen and Members of the City Council

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

Date: December 5, 2018

Subject: 2040 Comprehensive Plan Update

Over the past year, the City has been working with its consultant planner, Phil Carlson of Stantec, on our required update to the City's Comprehensive Plan. The update is officially due on December 31, 2018.

The City submitted the draft Comprehensive Plan to the Metropolitan Council on August 9, 2018. On November 26, 2018, the Metropolitan Council submitted 10 pages of comments on the draft Comprehensive Plan. City staff is currently reviewing the comments and incorporating them into the plan. Unfortunately, there is no way to complete that task and meet the official deadline.

Staff is seeking a resolution from the City Council requesting an extension to the comprehensive plan deadline from December 31, 2018 until June 30, 2019.

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

RESOLUTION NO. 18-54

RESOLUTION REQUESTING ADDITIONAL TIME WITHIN WHICH TO COMPLETE COMPREHENSIVE PLAN “DECENNIAL” REVIEW AND UPDATE OBLIGATIONS

WHEREAS, Minnesota Statutes section 473.864 requires local governmental units to review and, if necessary, amend their entire comprehensive plans and their fiscal devices and official controls at least once every ten years to ensure comprehensive plans conform with metropolitan system plans and ensure fiscal devices and official controls do not conflict with comprehensive plans; and

WHEREAS, Minnesota Statutes sections 473.858 and 473.864 require local governmental units to complete their “decennial” reviews by December 31, 2018; and

WHEREAS, Minnesota Statutes section 473.864 authorizes the Metropolitan Council to grant extensions to local governmental units to allow local governmental units additional time within which to complete the “decennial” review and amendments; and

WHEREAS, any extensions granted by the Metropolitan Council must include a timetable and plan for completing the review and amendment; and

WHEREAS, at its November 15, 2018 meeting the Metropolitan Council authorized its staff to administratively review and grant extensions if extension requests are submitted by December 21, 2018; and

WHEREAS, extensions for completing decennial updates do not change any due dates for surface water management plans or water supply plans; and

WHEREAS, the City will not be able to complete its “decennial” review by December 31, 2018 for the following reasons: staff workload, Planning Commission/City Council concerns, and development of plan components relating to transportation, wastewater, parks and trails, land use, housing and implementation; and

WHEREAS, the City Council finds it appropriate to request from the Metropolitan Council an extension so the City can have additional time to complete and submit to the Metropolitan Council for review an updated comprehensive plan and amend its fiscal devices and official controls.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SPRING LAKE PARK, MINNESOTA, AS FOLLOWS:

1. The Administrator, Clerk/Treasurer is directed to submit to the Metropolitan Council no later than December 21, 2018 a letter requesting an extension to June 30, 2019; and

2. The Administrator, Clerk/Treasurer must include with the request a reasonably detailed timeline and plan for completing the review and amendment by June 30, 2019.

The foregoing resolution was moved for adoption by

Upon roll call, the following voted aye:

And the following voted nay:

Whereupon the Mayor declared said resolution duly passed and adopted this 17th day of December, 2018.

Cindy Hansen, Mayor

ATTEST:

Daniel R. Buchholtz, Administrator



Memorandum

To: Mayor Hansen and Members of the City Council

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

Date: December 12, 2018

Subject: Approval of 2019 Budget

Included with this memorandum is the 2019 General Fund budget. Staff is seeking City Council approval of the proposed budget.

Anticipated revenues for 2019 include:

REVENUES	
Tax Levy	\$3,169,666
Intergovernmental Revenue	\$ 543,310
Permit and Licenses	\$ 157,152
Charges for Current Services	\$ 142,909
Miscellaneous Revenues	\$ 111,978
Interfund Transfers	\$ 189,172
TOTAL REVENUES:	\$4,314,187

The proposed Departmental budgets for 2019 are shown below:

EXPENDITURES	
City Council	\$ 57,498
Administration	\$ 478,682
Assessor	\$ 35,500
Audit & Financial	\$ 10,737
I.T. Department	\$ 38,020
Legal Fees	\$ 120,000
Engineering Fees	\$ 8,000
Planning and Zoning	\$ 1,400
Government Buildings	\$ 101,904
Police Protection	\$1,852,609
Fire Protection (SBM)	\$ 262,861

Code Enforcement	\$ 192,036
Streets	\$ 257,769
Recreation	\$ 367,824
Parks	\$ 322,997
Miscellaneous	\$ 206,350
TOTAL EXPENDITURES	\$4,314,187

Staff recommends approval of the proposed 2019 General Fund budget.

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

CITY OF SPRING LAKE PARK

Page R-1.1

2019 BUDGET BREAKDOWN OF REVENUES:

<u>TAX LEVY:</u>		2017 ACTUAL	2018 BUDGET	2019 BUDGET
31010	Current Taxes (Includes Fiscal Disparities) Anoka & Ramsey Counties	\$ 2,847,368.58	\$ 3,018,257	\$ 3,169,666
31020	Delinquent Taxes Received	\$ 28,619.47		
31910	Penalties & Interest	\$ 5,151.93		

INTERGOVERNMENTAL REVENUE:

STATE:

33401	Local Government Aid	\$ 340,121.00	\$ 393,159	\$ 396,735
33404	PERA Increase Aid	\$ 5,775.00	\$ 5,775	\$ 5,775
33416	Police Training Reimbursement	\$ 3,497.20	\$ 3,200	\$ 3,300
33421	Insurance Premium-Police (Based on the portion we pay into PERA benefits)	\$ 91,670.49	\$ 80,000	\$ 87,500
35101	Court Fines (Anoka Co-State disburses funds)	\$ 41,093.09	\$ 65,000	\$ 50,000

PERMIT AND LICENSES:

32110	Liquor,Wine,Non-Intox & Club Lic	\$ 26,989.49	\$ 29,800	\$ 29,800
32179	Pawn Shop Licenses & Investigation Fee	\$ 6,252.00	\$ 6,352	\$ 6,352
32180	Cigarette,Dance,Used Car & Misc	\$ 6,143.00	\$ 6,000	\$ 6,000
32181	Sign Permits	\$ 6,767.00	\$ 5,000	\$ 5,000
32208	Contractors Licenses	\$ 10,045.00	\$ 7,500	\$ 8,000
32210	Building Permits	\$ 202,160.17	\$ 78,000	\$ 75,000
32211	Building Permit Surcharges	\$ 5,419.22	\$ 3,000	\$ 5,000
32230	Plumbing Permits	\$ 16,747.00	\$ 4,300	\$ 5,000
32231	Plumbing Permit Surcharges	\$ 878.00	\$ 300	\$ 1,000
32232	Heating & A/C Permits	\$ 54,707.02	\$ 8,780	\$ 10,000
32233	Heating & A/C Surcharges	\$ 1,060.52	\$ 400	\$ 1,000
32240	Dog and Cat Registrations	\$ 396.00	\$ 400	\$ 400
32260	Certificates of Occupancy	\$ 2,600.00	\$ 3,000	\$ 2,600
32261	Vacant Property Registration	\$ 1,456.33	\$ 5,200	\$ 2,000
32262	Solicitors Licenses	\$ 50.00	\$ -	\$ -

2019 BUDGET BREAKDOWN OF REVENUES:

Page R-1.2

CHARGES FOR CURRENT SERVICES:

		2017 ACTUAL	2018 BUDGET	2019 BUDGET
34102	Zoning Letters	\$ 200.00	\$ -	\$ 200
34103	SUP, Zoning, Var. & Subd.	\$ 5,890.00	\$ 3,200	\$ 3,200
34104	Plan Review Fees	\$ 111,040.66	\$ 20,000	\$ 40,000
34105	Sale of Maps, Documents, Copies	\$ 592.00	\$ 300	\$ 300
34107	Assessment Searches	\$ -	\$ 100	\$ 100
34108	Admin. SAC Charges	\$ -	\$ 70	\$ 70
34109	Filing Fees	\$ -	\$ 60	\$ 60
34111	Adm. Gambling Fees	\$ 33,042.00	\$ 34,033	\$ 35,054
34115	Gun Range Facility Use	\$ 60.00	\$ 375	\$ 375
34117	Facility Room Rental	\$ 100.00	\$ 50	\$ 50
34201	Police & Fire Alarms	\$ 2,850.00	\$ 1,250	\$ 2,000
34203	Accident Reports	\$ 60.50	\$ -	\$ -
34204	Rental Housing Registration	\$ 55,402.32	\$ 52,770	\$ 60,000
34205	Right Of Way Applications	\$ 2,881.20	\$ 1,500	\$ 1,500
34949	Restitution	\$ -	\$ -	\$ -

MISCELLANEOUS REVENUES:

34801	Insurance Dividends	\$ 7,909.00	\$ 10,000	\$ 8,000
34950	Refund and Reim	\$ 409.73	\$ 4,000	\$ 5,050
35102	Adm. Offense Fines	\$ 4,745.00	\$ 3,500	\$ 3,500
35347	Traffic Education Program-GF share	\$ 1,815.06	\$ 20,000	\$ -
35348	Property Room Revenue	\$ 382.07	\$ -	\$ -
35349	MN Driving Diversion Program	\$ 1,000.00	\$ 500	\$ 500
35350	Detox Transportation Reim	\$ 30.00	\$ 200	\$ 200
36200	Misc Revenues	\$ 10,245.00	\$ -	\$ -
36210	Interest Earned	\$ 22,220.49	\$ 20,000	\$ 15,000
36901	ISD 16 - Liaison Officer	\$ 75,152.00	\$ 77,406	\$ 79,728
39100	CPL-Reim for City services	\$ 1,164.40	\$ 4,000	\$ -
39101	Recycle Park Program	\$ 2,074.40	\$ -	\$ -

INTERFUND TRANSFERS:

39201	Transfer from Other Funds	\$ (260,000.00)	\$ -	\$ -
39202	Transfer from Public Utilities	\$ 47,740.00	\$ 47,740	\$ 49,172
39203	Transfer from Liquor Fund	\$ 75,000.00	\$ 75,000	\$ 75,000
39205	Transfer from TIF #6-1 (begin taxes payable 2020)	\$ -	\$ -	\$ -
39206	Transfer from Recycling Fund	\$ 2,500.00	\$ 2,500	\$ 2,500
39207	Transfer from Recreation	\$ 60,000.00	\$ 60,000	\$ 62,500

TOTAL 2019 REVENUES

\$ 3,969,473.34	\$ 4,161,977	\$ 4,314,187
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CITY OF SPRING LAKE PARK

Page E-1.1

2019 BUDGET BREAKDOWN OF EXPENDITURES:

<u>CITY COUNCIL-41110</u>				2017 ACTUAL	2018 BUDGET	2019 BUDGET
1030 SALARIES				\$ 31,294.56	\$ 31,296	\$ 31,296
a) Mayor	\$	7,453				
b) Councilmembers	\$	23,843				
1211 PERA				\$ 1,056.62	\$ 1,685	\$ 1,565
a) Defined Contribution Plan						
1220 FICA & MEDICARE EMPLOYER CONTRIBUTION				\$ 2,394.00	\$ 2,395	\$ 2,395
a) FICA (6.2% x \$31,296)	\$	1,941				
b) Medicare (1.45% x \$31,296)	\$	454				
1510 WORKER'S COMPENSATION				\$ 59.00	\$ 50	\$ 70
2100 OPERATING SUPPLIES				\$ 393.11	\$ 511	\$ 500
a) Budget Notebooks & Dividers	\$	233				
b) Business Cards & I.D. Badges	\$	139				
c) Miscellaneous	\$	128				
3310 TRAVEL EXPENSE				\$ 852.86	\$ 320	\$ 765
3500 PRINTING & PUBLISHING				\$ 978.26	\$ 1,800	\$ 1,500
a) Ordinances & Resolutions	\$	1,150				
b) Special Meetings, etc.	\$	100				
c) Assessment Notices	\$	100				
d) Legal Notices	\$	150				
4300 CONFERENCES & SCHOOLS				\$ 1,039.00	\$ 2,805	\$ 2,805
a) LMC Annual Conference	\$	1,200				
b) Conference for Newly Elected Officials	\$	400				
c) Conference for Experienced Officials	\$	650				
d) Municipals Banquets	\$	60				
e) LMC Legislative Conference	\$	125				
f) MN Mayor's Association Conference	\$	250				
g) Anoka County Local Officials Meeting	\$	120				
4330 DUES & SUBSCRIPTIONS				\$ 9,509.00	\$ 12,757	\$ 13,052
a) LMC Dues	\$	6,858				
b) North Metro Mayors	\$	2,888				
c) MN Mayors Assn	\$	30				
d) Metro Cities	\$	2,926				
e) Anoka Co. Econ Dev. Initiative	\$	350				
4955 DISCRETIONARY FUNDS				\$ 1,408.37	\$ 3,800	\$ 3,550
a) Memorials	\$	250				
b) Retreat/Workshop Expenses	\$	500				
c) Parade Candy/Parade Banner	\$	800				
d) Council Discretionary	\$	2,000				
<u>TOTAL CITY COUNCIL</u>				\$ 48,984.78	\$ 57,419	\$ 57,498

2019 BUDGET BREAKDOWN OF EXPENDITURES:**ADMINISTRATION-41400**

			2017 ACTUAL	2018 BUDGET	2019 BUDGET
1010	SALARIES		\$ 304,328.63	\$ 298,395	\$ 323,025
	a) Full time Salaries	\$ 321,825			
	b) Administrator's Deferred Comp. Contrib.	\$ 1,200			
1050	VACATION BUY BACK		\$ 6,006.95	\$ 6,000	\$ 6,100
1210	PERA EMPLOYER CONTRIBUTION		\$ 22,270.57	\$ 22,380	\$ 24,227
	a) Coordinated 7.5%	\$ 323,025			
1220	FICA & MEDICARE EMPLOYER CONTRIBUTION		\$ 23,101.55	\$ 23,286	\$ 25,179
	a) FICA 6.2%	\$ 329,125			
	b) Medicare 1.45%	\$ 329,125			
1300	HEALTH & DENTAL INSURANCE/H.S.A		\$ 49,980.71	\$ 48,520	\$ 60,650
1313	PRUDENTIAL LIFE INSURANCE		\$ 230.38	\$ 230	\$ 230
1510	WORKER'S COMPENSATION		\$ 1,404.02	\$ 2,500	\$ 2,500
	a) Premium	\$ 1,500			
	b) Deductible	\$ 1,000			
2000	OFFICE SUPPLIES		\$ 3,740.41	\$ 3,848	\$ 3,425
	a) Copy/Computer/FAX Paper	\$ 800			
	b) Office Supplies	\$ 525			
	c) Ink Cartridges (B&W, Color)	\$ 600			
	d) Labels	\$ 75			
	e) Data Cartridges	\$ 150			
	f) Storage Boxes	\$ 150			
	g) Toner (B&W, Color)	\$ 875			
	h) Calendars	\$ 125			
	i) Cash Register Tape/Kroy Tape	\$ 125			
2030	PRINTED FORMS		\$ 1,369.76	\$ 1,794	\$ 1,794
	a) Checks/Envelopes	\$ 425			
	b) Minute Books (2)	\$ 225			
	c) Stationery/Envelopes	\$ 436			
	d) Stationery/Envelope Shells	\$ 308			
	e) Business Cards	\$ 150			
	f) Misc. Printing	\$ 250			
2100	OPERATING SUPPLIES		\$ 545.50	\$ 625	\$ 625
	a) Dog/Cat Receipt Books & Tags	\$ 75			
	b) Reverse Directory	\$ 500			
	c) Miscellaneous	\$ 50			

2019 BUDGET BREAKDOWN OF EXPENDITURES:**ADMINISTRATION-41400 (CON'T)**

			2017 ACTUAL	2018 BUDGET	2019 BUDGET
2220 POSTAGE			\$ 3,767.82	\$ 3,445	\$ 3,445
a) Postage	\$	3,000			
b) Monthly Postage Software Fee (\$15.99 x 12)	\$	195			
c) Labels	\$	250			
3210 CELL PHONE			\$ 633.18	\$ 750	\$ 650
3310 TRAVEL EXPENSE			\$ 3,192.58	\$ 3,300	\$ 3,300
a) Staff Mileage	\$	300			
b) Administrator's Car Allowance \$250/mo	\$	3,000			
3410 EMPLOYMENT ADVERTISING			\$ -	\$ -	\$ -
3500 PRINTING & PUBLISHING			\$ -	\$ 460	\$ 300
3550 COUNTY FEE FOR SERVICE			\$ 2,890.86	\$ 2,500	\$ 2,900
a) Special Assessment & TNT Charges					
1) Anoka County	\$	2,850			
2) Ramsey County	\$	50			
4050 MAINTENANCE AGREEMENTS			\$ 8,111.32	\$ 7,192	\$ 7,192
a) Copy Machine Maintenance	\$	3,972			
b) USTI - Software Support	\$	800			
c) Document Imaging (Laser Fiche)	\$	2,120			
d) Annual charge for color copies-overage	\$	300			
4300 CONFERENCES & SCHOOLS			\$ 4,965.55	\$ 6,425	\$ 6,425
a) MCMA Annual Conf.	\$	600			
b) MCFOA Annual Conf./Meetings	\$	600			
c) ICMA Training	\$	2,000			
d) LMC Annual Conference	\$	700			
e) MCFOA Advanced Institute	\$	500			
f) Municipals Banquets (1 per year)	\$	250			
g) LMC Loss Control Workshop	\$	75			
h) MN GFOA Conference	\$	600			
i) USTI Staff Training (\$1,200 paid by P.U.)	\$	600			
j) Miscellaneous	\$	500			

2019 BUDGET BREAKDOWN OF EXPENDITURES:**ADMINISTRATION-41400 (CON'T)**

		2017 ACTUAL	2018 BUDGET	2019 BUDGET
4330	DUES & SUBSCRIPTIONS	\$ 326.00	\$ 780	\$ 1,520
	a) ICMA	\$ 900		
	b) Municipals	\$ 25		
	c) Sam's Club	\$ 40		
	d) MCFOA	\$ 90		
	e) MN GFOA	\$ 60		
	f) Zip 4 Directories	\$ 50		
	g) LMC City Official Directory	\$ 65		
	h) Wells Fargo Credit Card	\$ 10		
	i) MCMA	\$ 140		
	j) Notary Renewal	\$ 140		
4390	US BANK CREDIT CARD REBATE	\$ (1,658.39)	\$ -	\$ -
4500	CONTRACTUAL SERVICES	\$ 5,656.97	\$ 4,245	\$ 5,195
	a) Shredding Service	\$ 500		
	b) Northland Securities	\$ 500		
	Continuing Disclosure Reports			
	c) Codification of City Code Supplements	\$ 3,200		
	d) Online Hosting of City Code	\$ 495		
	e) Contingency	\$ 500		
5000	CAPITAL OUTLAY	\$ -	\$ -	\$ -
<u>TOTAL ADMINISTRATION</u>		\$ 440,864.37	\$ 436,675	\$ 478,682

2019 BUDGET BREAKDOWN OF EXPENDITURES:**ASSESSOR-41500**

4000 CONTRACTUAL SERVICES
a) Kenneth A. Tolzmann Contract

2017 ACTUAL	2018 BUDGET	2019 BUDGET
\$ 34,896.00	\$ 35,500	\$ 35,500

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

a) Expense breakdown

General Fund - 50%

Public Utilities - 50%

2017 ACTUAL	2018 BUDGET	2019 BUDGET
\$ 9,594.00	\$ 9,847	\$ 10,737

2019 BUDGET BREAKDOWN OF EXPENDITURES:**I T DEPARTMENT-41600**

2017 ACTUAL	2018 BUDGET	2019 BUDGET
\$ 35,965.30	\$ 28,580	\$ 38,020

4000 CONTRACTUAL SERVICES

a) PD IT Services (CIT)	\$12,000
b) Admin IT Services (CIT)	\$12,000
c) Comcast High Speed Internet (\$50/month)	\$600
d) Constant Contact (\$45/month)	\$540
e) Website Hosting/Domains	\$100
f) Exchange Subscription (\$5/mo/user @ 50 users)	\$3,000
g) Zix encrypted e-mail (\$69/yr/user @ 20 users)	\$1,380
h) Datto off-site backup (City)	\$3,000
i) Datto off-site backup (PD)	\$3,900
j) Miscellaneous	\$1,500

2019 BUDGET BREAKDOWN OF EXPENDITURES:

LEGAL FEES-41610

3040	ATTORNEY FEES	
	a) Civil	9%
	b) Criminal	85%
	c) Special Projects	6%

2017 ACTUAL	2018 BUDGET	2019 BUDGET
\$ 95,434.69	\$ 120,000	\$ 120,000

2019 BUDGET BREAKDOWN OF EXPENDITURES:

ENGINEERING FEES-41710

3030 ENGINEERING FEES

2017 ACTUAL	2018 BUDGET	2019 BUDGET
\$ 3,585.36	\$ 9,000	\$ 8,000

2019 BUDGET BREAKDOWN OF EXPENDITURES:

<u>PLANNING & ZONING-41720</u>		2017 ACTUAL	2018 BUDGET	2019 BUDGET
2100	OPERATING SUPPLIES	\$ -	\$ 117	\$ 125
	a) Name Plates			
	b) Letterhead/Envelopes			
2220	POSTAGE	\$ 33.58	\$ 175	\$ 175
3500	PRINTING & PUBLISHING	\$ (80.63)	\$ 800	\$ 600
	a) Public Notices (Property Owners)			
	b) Official Notices (Newspapers)			
4000	PLANNER FEES	\$ 348.00	\$ 500	\$ 500
<u>TOTAL PLANNING & ZONING</u>		\$ 300.95	\$ 1,592	\$ 1,400

2019 BUDGET BREAKDOWN OF EXPENDITURES:

GOVERNMENT BUILDINGS-41940				2017 ACTUAL	2018 BUDGET	2019 BUDGET
1010	SALARIES			\$ 15,189.10	\$ 14,462	\$ 15,675
	a) 1 - 25%					
1050	VACATION BUY BACK			\$ 284.00	\$ 350	\$ 400
1210	PERA EMPLOYER CONTRIBUTION			\$ 1,138.92	\$ 1,085	\$ 1,176
	a) Coordinated 7.5%	\$ 15,675				
1220	FICA & MEDICARE EMPLOYER CONTRIBUTION			\$ 1,168.86	\$ 1,133	\$ 1,231
	a) FICA 6.2%	\$ 16,075	\$ 997			
	b) Medicare 1.45%	\$ 16,075	\$ 234			
1300	HEALTH & DENTAL INSURANCE/H.S.A			\$ 2,267.17	\$ 2,185	\$ 2,700
1313	PRUDENTIAL LIFE INSURANCE			\$ 12.50	\$ 13	\$ 13
1510	WORKER'S COMPENSATION			\$ 546.00	\$ 500	\$ 700
	a) Premium	\$ 700				
	b) Deductible	\$ -				
2100	OPERATING SUPPLIES			\$ 10,905.30	\$ 8,000	\$ 9,000
	a) Paper Products					
	b) Cleaning Supplies					
	c) Biohazard Clean Up Kits					
	d) Mat Cleaning Service					
2200	REPAIR & MAINTENANCE			\$ 6,622.11	\$ 7,200	\$ 7,200
	a) Irrigation System	\$ 538				
	b) Plbg./Electrical	\$ 2,322				
	c) General Bldg. Repair/Maint.	\$ 2,090				
	d) Annual Fire Ext. Maint.	\$ 750				
	e) Test Fire Sprinklers in North Garage	\$ 500				
	f) Gun Range-Service Calls (furnace etc)	\$ 1,000				
2225	LANDSCAPE MATERIALS			\$ -	\$ -	\$ -
2280	UNIFORMS			\$ 118.74	\$ 750	\$ 750
	a) Uniforms Allowance per contract	\$ 700				
	b) T-Shirts	\$ 50				
3210	LANDLINE TELEPHONE			\$ 5,794.54	\$ 8,345	\$ 6,780
	a) T1 Service,Phone System,Long Distance	\$ 5,465				
	b) Bulletin Board Dedicated Line	\$ 315				
	c) Service Calls	\$ 1,000				
3810	ELECTRIC SERVICE			\$ 23,368.29	\$ 23,000	\$ 23,000
	a) Bulletin Board					
	b) Security Lighting					
	c) City Offices					
	d) Public Works Building					

2019 BUDGET BREAKDOWN OF EXPENDITURES:**GOVERNMENT BUILDING-41940 (CON'T)**

			2017 ACTUAL	2018 BUDGET	2019 BUDGET
3830	GAS UTILITIES		\$ 12,673.63	\$ 18,000	\$ 15,000
	a) Public Works Building				
	b) City Hall				
3841	RUBBISH REMOVAL		\$ 3,004.92	\$ 4,200	\$ 4,300
	a) Rubbish Removal	\$ 3,450			
	b) Anoka County Solid Waste Mgmt Fee	\$ 850			
4000	CONTRACTUAL SERVICES		\$ 3,891.02	\$ 4,715	\$ 4,715
	a) Pest Control	\$ 535			
	b) Safety Consultant	\$ 640			
	c) Security Camera Maintenance	\$ 3,540			
5000	CAPITAL OUTLAY		\$ -	\$ -	\$ -
7000	GOVERNMENT BUILDING REPLACEMENT FUND		\$ 9,436.00	\$ 9,394	\$ 9,264
<u>TOTAL GOVERNMENT BUILDINGS</u>			\$ 96,421.10	\$ 103,332	\$ 101,904

2019 BUDGET BREAKDOWN OF EXPENDITURES:**POLICE PROTECTION-42100**

			2017 ACTUAL	2018 BUDGET	2019 BUDGET
1010	SALARIES		\$ 1,018,953.89	\$ 1,037,545	\$ 1,100,740
	a) Officers, Chief & Sergeants	\$ 924,300			
	b) Record Management Technicians	\$ 175,000			
	c) Terminal Agency Coord (TAC)	\$ 1,440			
	Special Pay - \$120/month				
1013	OVERTIME		\$ 58,792.02	\$ 97,000	\$ 97,000
	a) Officers	\$ 82,000			
	b) Record Management Technicians	\$ 6,000			
	c) City SITE	\$ 9,000			
	<i>(Holiday Pay, **Revenue Generating: Safe & Sober Grant, SITE; Non Generating Revenue: Night to Unite)</i>				
1050	VACATION BUY BACK		\$ 6,344.82	\$ 6,700	\$ 6,800
1210	PERA EMPLOYER CONTRIBUTION		\$ 163,781.30	\$ 160,290	\$ 185,777
	a) PNF 16.95%	\$ 1,015,300			
	b) Coordinated 7.5%	\$ 182,440			
1220	FICA & MEDICARE EMPLOYER CONTRIBUTION		\$ 23,922.98	\$ 27,532	\$ 29,199
	a) FICA 6.2%	\$ 189,240			
	b) Medicare 1.45%	\$ 1,204,540			
1300	HEALTH & DENTAL INSURANCE/H.S.A		\$ 150,297.05	\$ 151,864	\$ 180,000
1313	PRUDENTIAL LIFE INSURANCE		\$ 723.60	\$ 675	\$ 725
1510	WORKER'S COMPENSATION		\$ 35,057.71	\$ 29,000	\$ 41,000
	a) Premium	\$ 38,000			
	b) Deductible	\$ 3,000			
2000	OFFICE SUPPLIES		\$ 2,958.29	\$ 3,600	\$ 3,600
	a) Ticket Writer Paper				
	b) Ink Cartridges				
	c) Printer Paper				
2030	PRINTED FORMS		\$ 959.93	\$ 1,200	\$ 1,200
	a) Mandate Property Receipts				
	b) Notice of Seizure/Intent to Forfeit				
	c) Business Cards & Letterhead				
2040	RANGE EQUIPMENT & SUPPLIES		\$ 6,852.42	\$ 7,550	\$ 7,550
	a) Taser Cartridges	\$ 1,250			
	b) Ammo (Mandated to use duty ammo)	\$ 3,550			
	c) Targets	\$ 300			
	d) Range Filter	\$ 500			
	e) Gun Cleaning Supplies	\$ 150			
	f) Range Cleaning-Contractor	\$ 1,300			
	g) Range Service Calls-routine maintenance	\$ 500			

2019 BUDGET BREAKDOWN OF EXPENDITURES:**POLICE PROTECTION-42100 (CON'T)**

			2017 ACTUAL	2018 BUDGET	2019 BUDGET
2100	OPERATING SUPPLIES		\$ 2,431.44	\$ 3,883	\$ 5,073
	a) First Aid Supplies	\$ 187			
	b) Tobacco compliance checks	\$ 100			
	c) Vehicle Registrations	\$ 200			
	d) Vehicle Title Transfers	\$ 60			
	e) Mouth Pieces	\$ 321			
	f) Defib Electrodes \$145x10	\$ 1,450			
	g) Biohazard Clean-Up Kits	\$ 233			
	h) DVD-DVR	\$ 47			
	i) Eyeglasses (Contractual)	\$ 600			
	j) Annual Fire Ext Inspections	\$ 425			
	k) Narcan	\$ 1,050			
	l) Miscellaneous	\$ 400			
2120	MOTOR FUELS & LUBRICANTS		\$ 17,660.80	\$ 21,700	\$ 22,700
2220	POSTAGE		\$ 2,437.28	\$ 1,900	\$ 1,900
3050	MEDICAL EXPENSES		\$ 50.00	\$ 2,000	\$ 2,000
	a) Hiring Process-Employee Physical & Psych Evaluation				
3210	CELL PHONES & AIR CARDS		\$ 3,218.76	\$ 3,900	\$ 3,900
	(Aircards-Laptops-Unlimited Data. No throttle down \$5 more x7x12)				
3211	DATA SERVICES		\$ 26,342.65	\$ 33,781	\$ 33,781
	a) Mobile Data Quarterly Fee \$450x4	\$ 1,800			
	b) Monthly Mobile Access \$266x12	\$ 3,192			
	c) CJDN Quarterly Fee \$390x4	\$ 1,560			
	d) Ticket Writer Fee	\$ 520			
	e) Netmotion Mobility	\$ 6,500			
	f) Evidence.com/Officer Safety (BWL/Tasers)	\$ 13,081			
	g) Evidence.com/Squad Video Fleet System	\$ 7,128			
3300	CLOTHING & PERSONAL EQUIPMENT		\$ 9,466.23	\$ 9,860	\$ 9,960
	a) \$850x11	\$ 8,910			
	b) Office Staff \$300x3	\$ 900			
	c) Service Awards	\$ 150			
3310	TRAVEL EXPENSE		\$ 755.45	\$ 1,200	\$ 1,200
3421	800 MHZ RADIO		\$ 213.00	\$ 2,006	\$ 2,006
	a) Annual MESB Fee	\$ 1,000			
	b) Radio Extended Warranty	\$ 1,006			
4000	CONTRACTUAL SERVICE		\$ 16,286.12	\$ 18,885	\$ 18,885
	a) Shredding Service	\$ 600			
	b) Radar Calibration	\$ 400			
	c) Public Safety Data System (PSDS)	\$ 15,200			
	d) Detox transportation (Cochran Recovery)	\$ 335			
	e) MN IT	\$ 600			
	f) VCS (P.D. Work Schedule Software-Annual)	\$ 1,750			

2019 BUDGET BREAKDOWN OF EXPENDITURES:

				2017 ACTUAL	2018 BUDGET	2019 BUDGET
<u>POLICE PROTECTION-42100 (CON'T)</u>						
4050	MAINTENANCE AGREEMENTS			\$ 4,792.64	\$ 4,000	\$ 4,000
	a) Copier & Overages	\$	2,700	.		
	b) Imaging, Scanner Service Plan & Support (Marco/OPG-3)	\$	1,100			
	c) Taser Extended Warranties	\$	200			
4060	AUTO EQUIPMENT & REPAIR			\$ 14,524.23	\$ 20,000	\$ 20,000
4070	OTHER EQUIPMENT REPAIR			\$ 1,445.38	\$ 2,500	\$ 2,500
4300	CONFERENCES & SCHOOLS			\$ 8,783.55	\$ 13,000	\$ 15,000
	a) Law Enforcement Training	\$	7,000			
	b) IACP Conference	\$	2,500			
	c) Training per Contract (\$500x11)	\$	5,500			
4330	DUES & SUBSCRIPTIONS			\$ 520.00	\$ 945	\$ 1,485
	a) Anoka County Chiefs	\$	45			
	b) MN Chiefs of Police	\$	230			
	c) IACP	\$	150			
	d) Post Board Renewals (\$90x7)	\$	630			
	e) MN Crime Prevention	\$	45			
	f) Assn. Of Training Officers	\$	15			
	g) Sam's Club	\$	35			
	h) Tri Co Investigation Assoc.	\$	85			
	i) MOCIC	\$	250			
5000	CAPITAL OUTLAY			\$ 30,382.95	\$ 37,471	\$ 37,471
	a) 2019 Squad	\$	32,646			
	b) Tear Down & Rebuild 2019	\$	4,200			
	c) Squad Graphic's Stripping	\$	625			
7000	TRANSFER OUT			\$ 11,655.00	\$ 16,657	\$ 17,157
	a) Radio Replacement (Fund 243)	\$	10,000			
	b) Emergency Management (Fund 249)	\$	3,157			
	1) Repair & Maintenance	\$	1,450.00			
	2) Electric	\$	100.00			
	3) Maintenance Agreement	\$	1,107.00			
	4) Capital Outlay	\$	500.00			
	i) Masks Gloves					
	ii) Storage Bins					
	iii) Barrier Tape					
	c) Animal Control (Fund 250)	\$	1,000			
	d) Reserves (Fund 103)	\$	2,500			
	e) Chaplain Program (Fund 103)	\$	500			
<u>TOTAL POLICE PROTECTION</u>				\$1,619,609.49	\$ 1,716,644	\$ 1,852,609

2019 BUDGET BREAKDOWN OF EXPENDITURES:**FIRE PROTECTION-42200****4000 FIRE DEPARTMENT CONTRACT**

2017 ACTUAL	2018 BUDGET	2019 BUDGET
\$ 207,456.00	\$ 226,014	\$ 220,369

5000 CAPITAL OUTLAY - LGA

\$ 24,680.45	\$ 48,296	\$ 42,492
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TOTAL FIRE PROTECTION

\$ 232,136.45	\$ 274,310	\$ 262,861
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Fire Department Formula Distribution

	2019	2018	2017
Spring Lake Park	7.994%	8.692%	8.655%
Mounds View	16.373%	16.158%	15.819%
Blaine	75.633%	75.150%	75.526%

	2016	2015
Spring Lake Park	8.608%	8.613%
Mounds View	16.099%	16.424%
Blaine	75.293%	74.963%

2019 BUDGET BREAKDOWN OF EXPENDITURES:

CODE ENFORCEMENT-42300				2017 ACTUAL	2018 BUDGET	2019 BUDGET
1010	SALARIES			\$ 100,895.23	\$ 102,665	\$ 109,100
	a) 100% Building Official	\$	85,200			
	b) 50% Receptionist	\$	23,900			
1040	TEMPORARY SALARY			\$ 15,187.50	\$ 14,560	\$ 24,960
	Seasonal - 1040 hrs @ \$24.00	\$	24,960			
1050	VACATION BUY BACK			\$ 3,086.18	\$ 3,200	\$ 3,100
1210	PERA EMPLOYER CONTRIBUTION			\$ 7,923.21	\$ 7,700	\$ 10,055
	a) Coordinated 7.5% \$ 134,060	\$	10,055			
1220	FICA & MEDICARE EMPLOYER CONTRIBUTION			\$ 8,834.04	\$ 9,213	\$ 10,493
	a) FICA 6.2% \$ 137,160	\$	8,504			
	b) Medicare 1.45% \$ 137,160	\$	1,989			
1300	HEALTH & DENTAL INSURANCE/H.S.A			\$ 16,888.25	\$ 16,220	\$ 22,000
1313	PRUDENTIAL LIFE INSURANCE			\$ 74.90	\$ 77	\$ 78
1510	WORKER'S COMPENSATION			\$ 376.02	\$ 1,450	\$ 1,450
	a) Premium	\$	450			
	b) Deductible	\$	1,000			
2000	OFFICE SUPPLIES			\$ 239.81	\$ 500	\$ 500
2100	OPERATING SUPPLIES			\$ 1,194.61	\$ 1,350	\$ 1,300
	a) Printed Forms - Permits	\$	200			
	b) Business Cards	\$	200			
	c) Identification Attire	\$	250			
	d) Code Books & Publications	\$	400			
	e) Annual Charge for Color Copies	\$	250			
2120	MOTOR FUELS			\$ 1,184.43	\$ 1,600	\$ 1,400
2200	REPAIR & MAINTENANCE			\$ 505.32	\$ 1,000	\$ 1,000
	a) Vehicle Repair & Maint.					
3210	CELL PHONE			\$ 865.95	\$ 1,000	\$ 1,000
3310	TRAVEL EXPENSES			\$ 101.44	\$ 200	\$ 300
4300	CONFERENCES & SCHOOLS			\$ 190.00	\$ 1,600	\$ 1,600
	a) Annual Bldg. Offical State Conference	\$	1,200			
	b) Fire Marshall Training	\$	100			
	c) M.A.H.C.O.	\$	100			
	d) M.B.P.T.A.	\$	200			

2019 BUDGET BREAKDOWN OF EXPENDITURES:

CODE ENFORCEMENT-42300 (CON'T)

4330 DUES & SUBSCRIPTIONS

a) ICC Membership	\$	160
b) 10,000 Lakes Membership	\$	150
c) Fire Marshalls Assn	\$	80
d) M.A.H.C.O.	\$	100
e) Permit Works Annual Subscription	\$	3,060
f) M.B.P.T.A.	\$	150

2017 ACTUAL	2018 BUDGET	2019 BUDGET
\$ 3,560.63	\$ 3,755	\$ 3,700

TOTAL CODE ENFORCEMENT

\$ 161,107.52	\$ 166,090	\$ 192,036
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2019 BUDGET BREAKDOWN OF EXPENDITURES:

				2017 ACTUAL	2018 BUDGET	2019 BUDGET
<u>STREETS-43000</u>						
1010	SALARIES			\$ 141,005.55	\$ 132,640	\$ 141,200
	a) 1 - 100%	\$	62,700			
	b) 3 - 25%	\$	47,100			
	c) 33% of Director	\$	31,400			
1013	OVERTIME			\$ 1,796.21	\$ 7,459	\$ 7,912
	a) 175 hrs @ \$45.21					
1020	ON-CALL SALARIES			\$ 1,519.87	\$ 2,131	\$ 2,261
	a) 50 hrs @ \$45.21					
1050	VACATION BUY BACK			\$ 1,419.68	\$ 1,900	\$ 1,900
1210	PERA EMPLOYER CONTRIBUTION			\$ 10,164.55	\$ 10,667	\$ 11,353
	a) Coordinated 7.5%	\$	151,373			
1220	FICA & MEDICARE EMPLOYER CONTRIBUTION			\$ 10,340.88	\$ 11,026	\$ 11,726
	a) FICA 6.2%	\$	153,273			
	b) Medicare 1.45%	\$	2,222			
1300	HEALTH & DENTAL INSURANCE/H.S.A			\$ 19,356.99	\$ 18,700	\$ 23,500
1313	PRUDENTIAL LIFE INSURANCE			\$ 106.31	\$ 107	\$ 107
1510	WORKER'S COMPENSATION			\$ 11,662.36	\$ 9,000	\$ 14,000
	a) Premium	\$	13,000			
	b) Deductible	\$	1,000			
2120	MOTOR FUELS & LUBRICANTS			\$ 11,566.86	\$ 14,000	\$ 14,000
2150	SHOP MATERIALS			\$ 1,660.90	\$ 2,500	\$ 2,500
2200	REPAIR, MAINTENANCE & SUPPLIES			\$ 4,979.75	\$ 7,500	\$ 7,000
2210	EQUIPMENT PARTS			\$ 5,305.33	\$ 6,000	\$ 7,000
2221	TIRES			\$ 336.69	\$ 800	\$ 1,000
2224	STREET MAINTENANCE MATERIALS			\$ (6,603.00)	\$ 1,300	\$ 1,300
	c) Asphalt	\$	1,300			
2226	SIGNS & STRIPING			\$ 3,615.24	\$ 6,000	\$ 6,500
	a) Crosswalks					
	b) Curbs					

2019 BUDGET BREAKDOWN OF EXPENDITURES:

				2017 ACTUAL	2018 BUDGET	2019 BUDGET
<u>STREETS-43000 (CON'T)</u>						
2280	UNIFORMS			\$ 866.25	\$ 1,040	\$ 900
	a) Uniforms Allowance per contract	\$	850			
	b) T-Shirts	\$	50			
3210	CELL PHONE			\$ 210.42	\$ 370	\$ 370
4000	CONTRACTUAL SERVICES			\$ 150.00	\$ 1,040	\$ 1,040
	a) Safety Consultant	\$	640			
	b) Random Drug Testing & Annual Fee	\$	400			
	c) Street Sweeping (\$9,000 - Storm Water Fund)	\$	-			
4300	CONFERENCES & SCHOOLS			\$ 442.79	\$ 500	\$ 500
	a) Safety Training	\$	200			
	b) A.P.W.A. St. Cloud	\$	300			
4330	DUES & SUBSCRIPTIONS			\$ 104.37	\$ 100	\$ 100
	a) American Public Works Assn.	\$	80			
	b) Regional Mutual Aid Dues	\$	10			
	c) Wells Fargo Credit Card	\$	10			
5000	CAPITAL OUTLAY			\$ -	\$ -	\$ -
7000	TRANSFER OUT			\$ 1,600.00	\$ 1,600	\$ 1,600
	a) Forestry (Fund 251)	\$	1,600			
<u>TOTAL STREETS DEPARTMENT</u>				\$ 221,608.00	\$ 236,380	\$ 257,769

2019 BUDGET BREAKDOWN OF EXPENDITURES:

RECREATION-45100				2017 ACTUAL	2018 BUDGET	2019 BUDGET
1010	SALARIES			\$ 220,298.53	\$ 216,702	\$ 237,000
1040	TEMPORARY SALARIES	(Salary Range \$13-\$15)		\$ 10,987.36	\$ 17,010	\$ 17,010
	a) 3 Playground Leaders	\$14 x 320 hrs x 3 = \$12,480				
	b) Rink Attendants	\$10.50 x 340 hrs = \$3,570				
1050	VACATION BUY BACK			\$ 1,561.94	\$ 1,600	\$ 1,700
1210	PERA EMPLOYER CONTRIBUTION			\$ 16,241.06	\$ 16,253	\$ 17,775
	a) Coordinated 7.5%	\$ 237,000	\$ 17,775			
1220	FICA & MEDICARE EMPLOYER CONTRIBUTION			\$ 17,391.36	\$ 18,001	\$ 19,563
	a) FICA 6.2%	\$ 255,710	\$ 15,855			
	b) Medicare 1.45%	\$ 255,710	\$ 3,708			
1300	HEALTH & DENTAL INSURANCE/H.S.A			\$ 34,489.76	\$ 33,500	\$ 41,875
1313	PRUDENTIAL LIFE INSURANCE			\$ 174.48	\$ 176	\$ 176
1510	WORKER'S COMPENSATION			\$ 853.16	\$ 1,700	\$ 1,900
	a) Premium	\$ 900				
	b) Deductible	\$ 1,000				
2000	OFFICE SUPPLIES			\$ 1,178.77	\$ 2,161	\$ 2,161
	a) Office Supplies	\$ 789				
	b) Woven Envelopes/Stationary Shells	\$ 372				
	c) Ink Cartridges, Toner	\$ 1,000				
2220	POSTAGE			\$ 8,071.82	\$ 8,950	\$ 8,950
	a) Recreation Brochure Mailing	\$ 6,600				
	b) Miscellaneous Mailings	\$ 2,350				
2290	EQUIPMENT SUPPLIES			\$ 1,954.91	\$ 2,500	\$ 2,500
	a) Playground Supplies (Bats,Balls,Games)	\$ 464				
	b) Youth Program Supplies	\$ 836				
	c) Seniors Program	\$ 1,200				
3310	TRAVEL EXPENSE			\$ 267.03	\$ 1,000	\$ 1,000
3410	EMPLOYMENT ADVERTISING			\$ -	\$ -	\$ -
3500	PRINTING & PUBLISHING			\$ 12,207.40	\$ 14,357	\$ 14,357
	a) Winter Program Brochure	\$ 4,500				
	b) Fall Program Brochure	\$ 4,500				
	c) Spring/Summer Brochure	\$ 3,500				
	d) Paper, ink & stencils for all flyers	\$ 1,857				

2019 BUDGET BREAKDOWN OF EXPENDITURES:**RECREATION-45100 (CON'T)**

			2017 ACTUAL	2018 BUDGET	2019 BUDGET
4300	CONFERENCES & SCHOOLS		\$ 307.00	\$ 1,400	\$ 1,400
	a) M.R.P.A. Annual Conference	\$ 1,300			
	b) Municipals Banquet	\$ -			
	c) M.R.P.A., LMC Workshops	\$ 100			
4330	DUES & SUBSCRIPTIONS		\$ 135.00	\$ 457	\$ 457
	a) M.R.P.A.	\$ 287			
	b) Sam's Club	\$ 135			
	c) Wells Fargo Credit Card	\$ 20			
	d) M.A.S.S.	\$ 15			
5000	CAPITAL OUTLAY		\$ -	\$ -	\$ -
<u>TOTAL RECREATION DEPARTMENT</u>			\$ 326,119.58	\$ 335,767	\$ 367,824

2019 BUDGET BREAKDOWN OF EXPENDITURES:

				2017 ACTUAL	2018 BUDGET	2019 BUDGET
<u>PARKS-45200</u>						
1010	SALARIES			\$ 139,874.93	\$ 139,055	\$ 148,100
	a) 1 - 100% (Lead Worker)	\$	69,600			
	b) 3 - 25%	\$	47,100			
	c) 33% of Director	\$	31,400			
1013	OVERTIME			\$ 2,639.12	\$ 7,459	\$ 7,912
	a) 175 hrs @ \$45.21					
1020	ON-CALL SALARIES			\$ 1,022.89	\$ 2,130	\$ 2,261
	a) 50 hrs @ \$45.21					
1040	TEMPORARY SALARIES	(Salary range \$11-13)		\$ 29,311.75	\$ 15,840	\$ 30,000
1050	VACATION BUY BACK			\$ 2,679.28	\$ 3,000	\$ 3,000
1210	PERA EMPLOYER CONTRIBUTION			\$ 10,663.26	\$ 11,148	\$ 11,871
	a) Coordinated 7.5%	\$ 158,273				
1220	FICA & MEDICARE EMPLOYER CONTRIBUTION			\$ 13,250.70	\$ 12,813	\$ 14,633
	a) FICA 6.2%	\$ 191,273	\$ 11,859			
	b) Medicare 1.45%	\$ 191,273	\$ 2,774			
1300	HEALTH & DENTAL INSURANCE/H.S.A			\$ 22,109.68	\$ 19,720	\$ 27,500
1313	PRUDENTIAL LIFE INSURANCE			\$ 107.03	\$ 107	\$ 108
1510	WORKER'S COMPENSATION			\$ 12,468.04	\$ 10,000	\$ 14,000
	a) Premium	\$	13,000			
	b) Deductible	\$	1,000			
2100	OPERATING SUPPLIES			\$ 350.07	\$ 1,000	\$ 1,000
	a) Park Building Supplies					
	1) Rags					
	2) Cleaning Supplies					
	3) Paper Products					
	4) Shovels/Rakes					
2120	MOTOR FUELS & LUBRICANTS			\$ 10,777.18	\$ 12,000	\$ 12,500
2200	REPAIRS & MAINTENANCE			\$ 6,603.19	\$ 8,000	\$ 8,000
	a) Paint	\$	800			
	b) Hardware	\$	1,300			
	c) Lumber	\$	1,300			
	d) Electrical	\$	700			
	e) Irrigation System	\$	1,800			
	f) Triangle Park Fountain	\$	800			
	g) Auto Repairs	\$	1,000			
	h) Miscellaneous	\$	300			

2019 BUDGET BREAKDOWN OF EXPENDITURES:

PARKS-45200 (CON'T)				2017 ACTUAL	2018 BUDGET	2019 BUDGET
2210	EQUIPMENT PARTS			\$ 3,334.96	\$ 5,500	\$ 5,500
2221	TIRES			\$ 323.46	\$ 800	\$ 800
2225	LANDSCAPE MATERIALS			\$ 9,316.61	\$ 8,932	\$ 8,932
	a) Fertilizer & Seed	\$	3,000			
	b) Agriculture Lime	\$	1,243			
	c) Line White Field Marking Paint	\$	464			
	d) Safe Line for Lining Fields	\$	278			
	e) Retaining Block	\$	556			
	f) Fibre for Playgrounds	\$	1,650			
	g) Broadleaf Control	\$	1,741			
2280	UNIFORMS			\$ 1,311.25	\$ 1,000	\$ 1,000
	a) Uniform Allowance per contract	\$	800			
	b) T-Shirts	\$	200			
2290	RECREATION EQUIPMENT SUPPLIES			\$ 1,563.26	\$ 2,000	\$ 2,000
	a) Replacement parts for Bleachers/ Benches/Tables	\$	250			
	b) Volleyball, Hockey & Tennis Nets	\$	250			
	c) Backstop Fencing	\$	600			
	d) Playground Parts	\$	900			
3210	LEAD WORKER'S CELL PHONE			\$ 508.77	\$ 300	\$ 500
3810	ELECTRIC SERVICE			\$ 4,560.74	\$ 4,000	\$ 4,500
	a) Warming House (Able Park) Skating Lights					
	b) Tennis & Ballfield Lights at Terrace Park					
	c) Triangle Park Water Fountain					
	d) 8463 Terrace Road					
3830	GAS SERVICE			\$ 2,533.10	\$ 4,000	\$ 3,500
	a) Able Park Building					
	b) Terrace Park Building					
	c) Sanburnol Building (heat left on low to prevent damage)					
	d) 8463 Terrace Road					
3841	RUBBISH REMOVAL			\$ 263.87	\$ 400	\$ 400
	a) Removal	\$	300			
	b) Solid Waste Mgmt Charge-Anoka Co	\$	100			
4190	SATELLITE RENTAL			\$ 1,359.29	\$ 1,400	\$ 1,400
	a) 2 units @ \$65 = \$130 x 4/mo.	\$	520			
	b) 2 units @ \$65 = \$130 x 6/mo.	\$	780			
	c) 2 units @ \$50 = \$100	\$	100			

2019 BUDGET BREAKDOWN OF EXPENDITURES:**PARKS-45200 (CON'T)**

			2017 ACTUAL	2018 BUDGET	2019 BUDGET
4300	CONFERENCES & SCHOOLS		\$ 975.00	\$ 900	\$ 1,200
	a) Public Works Annual Conference	\$ 325			
	b) Ballfield Maintenance	\$ 100			
	c) Playground School	\$ 675			
	d) Minnesota Green Conference	\$ 100			
4330	DUES & SUBSCRIPTIONS		\$ 59.37	\$ -	\$ -
4500	CONTRACTUAL SERVICES		\$ 150.00	\$ 880	\$ 880
	a) Safety Consultant	\$ 640			
	b) Random Drug Testing	\$ 240			
4901	LAKESIDE PARK EXPENSE		\$ 11,500.00	\$ 11,500	\$ 11,500
5000	CAPITAL OUTLAY		\$ -	\$ -	\$ -
			\$ -		
<u>TOTAL PARKS DEPARTMENT</u>			\$ 289,616.80	\$ 283,884	\$ 322,997

2019 BUDGET BREAKDOWN OF EXPENDITURES:

		2017 ACTUAL	2018 BUDGET	2019 BUDGET		
<u>MISCELLANEOUS-49000</u>						
1300	HEALTH INSURANCE	\$ 330.88	\$ 331	\$ 350		
1313	COBRA & H.S.A. ACCOUNT MANAGEMENT COST	\$ -	\$ -	\$ 8,400		
	a) \$688/month					
3600	INSURANCE	\$ 41,448.12	\$ 45,000	\$ 45,000		
	a) General Liability					
	b) Accident					
	c) Boards & Commissions					
	d) Auto					
4000	CONTRACTUAL SERVICE	\$ 2,752.00	\$ -	\$ -		
4389	CONTINGENCY	\$ -	\$ 139,026	\$ -		
4390	MISCELLANEOUS	\$ 6,807.42	\$ 5,000	\$ 5,000		
4420	PLUMBING SURCHARGE	\$ 879.00	\$ 200	\$ 200		
4430	HEATING & AIR CONDITIONING SURCHARGES	\$ 1,060.52	\$ 400	\$ 400		
4440	BUILDING SURCHARGES	\$ 5,111.68	\$ 2,000	\$ 2,000		
7000	PERMANENT TRANSFERS	\$ 160,000.00	\$ 155,000	\$ 145,000		
	a) Election Fund transfer	\$ 15,000				
	b) Severence Liability	\$ 15,000				
	(2011-\$10,000)					
	(2012-\$10,000)					
	(2013-\$10,000)					
	(2014-\$10,000)					
	(2015-\$15,000)					
	(2016-\$15,000)					
	(2017-\$15,000)					
	c) Transfer from LGA (FD Debt - Station #3)	\$ 50,000				
	d) Transfer from LGA (PW Debt Service Fund	\$ 40,000	(remainder 50%-PU)			
	e) Transfer from LGA (Storm Water Fund)	\$ 25,000				
<u>TOTAL MISCELLANEOUS</u>		\$ 218,389.62	\$ 346,957	\$ 206,350		
<u>TOTAL 2019 EXPENDITURES</u>		\$ 3,834,634.01	\$ 4,161,977	\$ 4,314,187	3.66%	



City of Spring Lake Park
Engineer's Project Status Report

To: Council Members and Staff
From: Phil Gravel

Re: **Status Report for 12.17.18 Meeting**
File No.: R-18GEN

Note: Updated information is shown in *italics*.

MS4 Permit (193802936).

Annual Report and Annual Public Meeting completed in June. *Annual Training will be completed this fall.*

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

A summary report was presented on September 10th. *An updated LSWMP based on comments received from the various review agencies has been prepared and distributed to appropriate agencies.*

2018 Sanitary Sewer Lining Project (193804547).

This project includes sewer lining in the northeast area of the city. *Lining work has been completed. Service wye grouting will occur next. 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. *Start-up of the new pump for Well 4 occurred this week. Once vibration testing and bacteria testing has been completed, Well 4 will go back into service and rehabilitation work on Well 5 will commence.*

Arthur Street (Well 5) Water Treatment Plant Evaluation (193801776 Task 300): An onsite walkthrough has been completed. 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. New water samples have been sent for testing. Infrared testing of electrical equipment has been completed. An inspection of the filter interior and media will be completed next.*

Wellhead Protection Plan: A Plan Evaluation Report was provided to the Minnesota Department of Health (MDH). MDH approved a 10-year extension to the Plan on July 26, 2018.

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

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.*

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.

CORRESPONDENCE

Achiever

Building skills, careers and
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Dedicated to providing respectful and responsible services
that promote and enhance quality of life.

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believes work is
much more than
just a paycheck

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Newsletter of



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December 2018

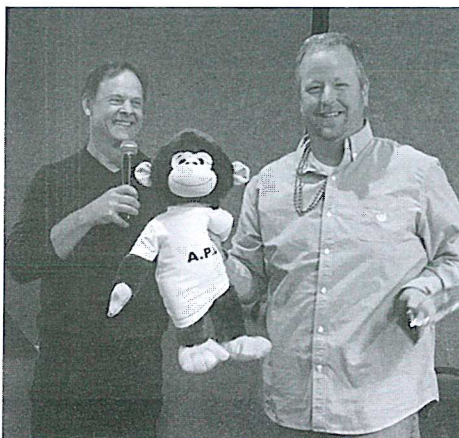
Putting the FUN in our fall fundraiser



It was a fun night for a good cause! Guests enjoyed a taco bar, DJ, dancing and prizes! Here are a few photo highlights from our Fall Get on Board Fundraiser at Blainbrook. Thanks to everyone for attending and supporting Achieve!



Thanks to our event sponsors:
Michael R. Stedman Foundation



Terri Ronneng & Sheri Jondahl of



More than just a paycheck

Work is more than just a paycheck. For most of us, our job becomes a part of who we are.

A 2014 Gallup survey found that 55 percent of U.S. workers said they got a sense of identity from their job. It is an important facet that helps make us who we are as individuals. This is true for everyone, including people with disabilities – a fact that is sometimes overlooked or discounted.

A meaningful job leads to numerous positive outcomes besides the obvious paycheck every other Friday. It brings opportunities for social growth. When you are sitting next to or working alongside the same people day after day, chances are you'll become friends. According to the Mayo Clinic, friendships boost happiness, reduce stress, increase self-confidence, improve self worth, help you cope with trauma and encourage healthy lifestyle habits.

A job allows us to be active members of our community. Work makes us a part of something larger than our individual selves. We become a part

of the workplace and part of the community in general. This brings more opportunities for friendships, positive interaction and experiences.

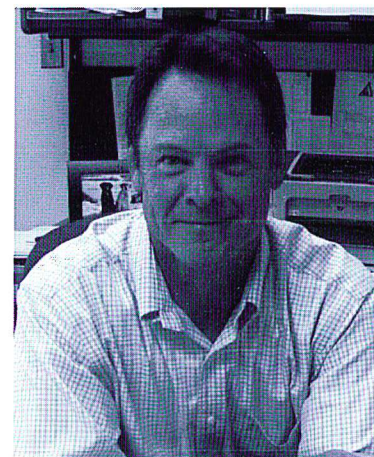
Work gives us a purpose. We're missed if we don't show up or show up late. It structures our days and weeks. It gives us a reason to get up out of bed in the morning. It is the antidote for boredom. Everyone longs to find a purpose for his or her life.

Work can be energizing. When we are challenged by work our bodies respond by releasing adrenaline and other feel-good chemicals – serotonin and endorphins – into our systems.

Work stretches us and helps us grow. It provides opportunities to learn new skills that can lead to job advancement, a bigger paycheck, more responsibility and more opportunity.

Completing meaningful tasks instills a sense of pride and personal achievement. It boosts confidence and increases self-esteem.

Health benefits: Studies show that people in the workforce are healthier than those



Tom Weaver, Achieve CEO




who are unemployed or not working. This includes both physical and mental health. People who are working also recover more quickly from injury or illness.

Increased independence – financially and in other ways – is another benefit of working. Independence increases the options and choices a person has regarding life. It increases the control a person has over his or her environment.

All these benefits of work combine to create a sense of personal dignity. Feelings of self-worth are crucial to self-esteem, well-being and personal growth – for all individuals, including those with disabilities. The dictionary defines dignity as being worthy – of respect or honor. It is a universal truth: we all want to be worthy.

Adding an employee with a disability to your workforce can help them pay the bills – but it can add to their life in numerous other ways.

And, on your end, you'll gain a loyal, skilled and dependable employee to add to your workforce. It's a win-win. 






Achieve Clean - boring? We think not

A new Achieve Clean PSA educates viewers on the benefits of Achieve Clean showing us that the all-natural, plant-based detergent is anything but boring. You can see it for yourself by going to the Achieve Clean Facebook page. (Give us a like while you're there.)

Achieve Clean is made from simple ingredients and doesn't have the harmful stuff that can irritate your skin or trigger your allergies.

Every bottle is filled labeled and packaged by people with disabilities. Wash with a cause! 



Don't forget - Achieve Clean is available on Amazon Smile. Have Achieve Clean delivered right to your door! Convenient!

amazon

Achieve Clean is available on Amazon & Amazon Smile! We're eligible for Amazon Prime and you'll get free shipping on orders over \$25 shipped by Amazon.

Not familiar with Amazon Smile? It's just like Amazon except 0.5% of your total purchase is donated to the charitable organization of your choice!



Business solutions that will work for you

Fast facts:

- There are 54 million Americans living with a disability
- Nearly 30 percent of families have at least one member with a disability.
- In 2017 the unemployment rate for persons with a disability was 9.2 percent, more than twice that for those with no disability (4.2 percent).
- People with disabilities are a skilled workforce waiting to be hired by prospective employers.

Why hire a worker with a disability?


- It's cost-effective. In many cases employers pay workers based on the amount of tasks completed.
- It saves you time. Workers with disabilities complete specific job tasks, freeing you and other employees to spend time on more complex tasks.
- Reliability. Research shows that workers with disabilities rated an average of 90 percent or more in job performance and have fewer scheduled absences.

- Reduced hiring and training costs.

Training is provided by Achieve job coaches - at no cost to the employer.

- Tax benefits. There are several tax incentives available to businesses hiring workers with disabilities.

- Improved public perception. 87 percent of consumers report they prefer to give business to a company that employs people with disabilities.

- Increased workplace morale. Workers with disabilities increase the work ethic and morale of others at the workplace. 



Resources for hiring hourly employees

Finding good reliable workers, especially hourly workers, can be a challenge especially in our current economy. Hourly employees make up more than half the workforce and are in demand across the entire U.S. According to the Bureau of Labor and Statistics, in 2017 there were 80.4 million hourly workers, which was roughly 58 percent of all wage and salary earners.

Business owners use numerous strategies and creative tactics to find good, dependable employees. For many, this includes using Craigslist, LinkedIn, Monster, Indeed and other online job sites. There are pros and cons to going online to find your next great employee.

First the pros. There are numerous potential employees looking at these sites and connecting with them on some sites is free.

The cons. Some sites, like LinkedIn and Indeed charge a fee for posting jobs. You don't have control over who sees your posting. You risk the potential of having a plethora of candidates apply for a posting, making it time-consuming

to shift through the applications to find the best candidates.

Bottom line: you've already got a job to do. If you're like many, you already spend more than 40 hours a week helping your business grow. Do you really want to spend extra hours sifting through resumes and job applications, interviewing candidates and training them for the job?

The simple answer is, "No."


The good news is there is an alternative. You don't have to spend time and energy hiring hourly workers. There are resources in your community that can do the task for you – for free. This includes:

- Identifying potential work tasks at your business
- Finding workers with skills that match those tasks
- Providing on-the-job training for those workers
- Ongoing support for those workers

All this is done without any cost to you. These job placement services are



provided by local programs that support and create employment opportunities for adults with disabilities. The programs partner with businesses like yours to match your work needs with capable and dependable employees. They ensure a good job fit and provide ongoing support as needed.


For more information on how hiring a worker with a disability can solve your need for hourly workers, contact Achieve Services, Inc. – 763-783-4909 or online at achieveservices.org. You'll be glad you did! 

Achieve featured on blog:

ClipDifferent™

ClipDifferent - creator of the automatic fingernail clipper for every ability - recently featured Achieve Clean on its blog with the headline: "Organizations we love."

The blog went on to tell the Achieve Clean story and encouraged everyone to support Achieve participants by ordering Achieve Clean. You can read the entire post here: clipdifferent.com/organizations-we-love-achieve-services/

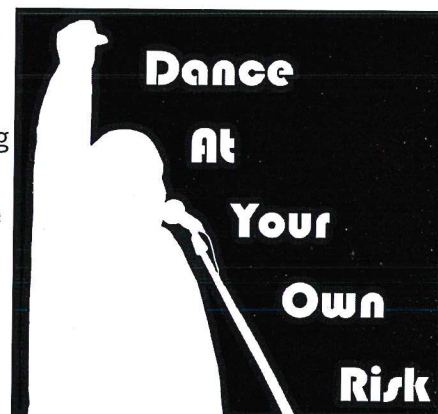
ClipDifferent is a Minnesota-based company that believes each human being, regardless of abilities, ought to be regarded with the same dignity afforded to the even the most able-bodied high-performing athlete. Each person's dignity is respected, and we'll do what we can to give people a feeling of empowerment. Learn more about them at clipdifferent.com. 

Check out Achieve's online store!

It's your one-stop shop for all your holiday gift-giving needs! Be sure to check out the newest Dance at Your own Risk CD: Changing Attitudes! Makes a great gift!

Just visit our website at: achieveservices.org and click on the "Store" link at the top of the page.

Happy shopping!



Benefits of utilizing a center-based production site

Many business owners know firsthand the benefits related to hiring workers with disabilities to work at their place of business. But there's another way businesses can benefit from utilizing workers with disabilities, and that is by having that work completed away from the job site at a center-based production site.

Workers with disabilities attend center-based sites and complete a variety of job tasks including packaging, folding, shredding confidential information, labeling, collating, stapling, poly-bagging, heat sealing, assembly, mailing prep and more.




Businesses benefit from this approach in number of ways. For instance:

- It is cost effective. Jobs are often paid by weight or a per piece rate.
- It is consistent. Center-based sites have a regular team of workers who are on the job everyday ready to work for you when you need it.
- Quality is high, and often guaranteed.
- It saves space. Jobs are done away from your business site, saving you the physical space required to complete them yourself.
- It frees up your existing employees to do other tasks.
- It provides real work for real pay to people with disabilities.

Achieve participants benefit as well.

- Working inhouse helps them build skills that may be used in the future at a community-based site.
- Community jobs can be part-time. When not working in the community, the inhouse production area gives participants the opportunity to continue working and building their paychecks.
- The inhouse work area provides a safety net for participants who are inbetween jobs or currently seeking community employment.

For more information about utilizing our center-based production site, contact Achieve Services, Inc. at 763-783-4909. 

Paper overflow? Shred it with Achieve

Is paperwork piling up at home or at work? Protect yourself and your business by disposing of old documents in a safe and secure way: with Achieve's shredding service. We offer convenient, secure, low cost and environmentally friendly document shredding for businesses and individuals.

Shredding documents is a good idea for a number of reasons.

- It helps to protect yourself or others from identity theft. One common way for criminals to steal your identity is from discarded documents found in the garbage.

- It saves you time in more ways than one. You don't have to spend your time destroying old documents and having less papers to sort through increases organization and productivity.

- It saves you space. Paper piles don't just look messy, they take up valuable space.


- It's good for the environment. We recycle all our shredded paper, which reduces the amount of paper that ends up in a landfill.

- It's confidential. We transport your papers in locked containers to our pri-



vate shredding room to ensure that all your documents remain confidential.

- It's convenient. We offer both drop-off and pick-up shredding – whatever works best for you.

- It's cost-effective. Document shredding is just \$0.25 per pound. Pick-up costs are \$20.00 per pick up. 

Achieve Services, Inc.
Human Service Center of Anoka County
1201 89th Avenue NE, Suite 105
Blaine, Minnesota 55434
phone (763) 783-4909
fax (763) 783-4725
www.achieveservices.org

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The Achiever is published quarterly by Achieve Services, Incorporated, a private, non-profit day training and habilitation service which provides work and other opportunities for people with developmental disabilities.

Writing and design by Jill Pertler

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Send comments or questions to the editor: jillpert@mediacommbb.net

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A shout out to Holiday Station Stores!

Since 1999 Holiday Station Stores have partnered with Achieve to provide community-based jobs for our participants. That's nearly 20 years working together!

We currently have 11 Holiday job sites, which employ between 25 and 30 Achieve participants in any given week.

Jobs we do include: cleaning pumps, sweeping the parking lot, clearing debris from the property, emptying the garbage inside and outside, sweeping and mopping floors, washing dishes, stocking shelves, placing front face products, dusting, cleaning restrooms and cleaning cooler doors. We do a little bit of everything!

Holiday treats its Achieve employees well. They celebrate our birthdays and employment service milestones. They hand out Holiday bucks when they see employees doing good work. They have positive relationships and treat the Achieve crew as co-workers. It's a great match.





VOLUME 25 ISSUE 11

ANOKA
COUNTY
PARKS

the connection
november • 2018



EVENTS AND UPDATES

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FROM THE DIRECTOR:

It is time to honor and say farewell to one of the very best County Commissioners, leaders, and park system champions that I have ever known throughout my professional career – Anoka County Commissioner Jim Kordiak. I have had the distinguished privilege to know and work under Commissioner Kordiak’s remarkable leadership over the past 22 great years.

Commissioner Kordiak represents District 4 on the County Board. He has been a County Commissioner for 32 years since his initial election victory in 1986. Throughout that entire period, he has been a member of the County’s Park Committee, which consists of three County Commissioners appointed by the Board. Since 2011, Jim has served as Chair of the Committee. Prior to being elected on the County Board, Jim was a County Corrections Officer for 14 years, which results in nearly a half century of public service!

In his capacity as a Commissioner on the Parks Committee, Jim has attended 384 Park Committee meetings. Jim and his colleagues have overseen and recommended policies and financing to the County Board for a broad range of issues related to the acquisition, development and operation of the Anoka County Park System.

Commissioner Kordiak has overseen a significant portion of the development of the Anoka County Park System that has included some of the following highlights:

- Acquisition of more than 5,000 acres of parks and open space
- The development and opening of two regional parks, two county conservation areas, and five regional trails
- Development of the Bunker Beach Water Park, Chomonix Golf Course, Wargo Nature Center, Bunker Hills Archery Center, and Bunker Hills Stables
- The generation of over \$60 million in federal, state, and regional grants for the acquisition and development of the Anoka County Park System.
- The establishment of three Comprehensive Park System Plans, and the development of 18 park and trail master plans.
- The creation of successful working partnerships for the Anoka County Park System including the Banfill Locke Center for the Arts, two YMCA day camps, the Coon Rapids Archery Club, and an active financing partnership with Connexus Energy for the funding of the Outdoor Heritage Lab at the Wargo Nature Center

As a direct result of Commissioner Kordiak’s outstanding vision, leadership and passion for the County Park System, Anoka County currently manages in excess of 11,000 acres of parks and natural areas, operates the largest county park system in Minnesota, and hosts 5 million visitors annually.

On behalf of previous park administrations and our current Parks Department Team, we are forever grateful to Commissioner Kordiak for his visionary leadership, policy and finance governance, and his true passion for public service over the past half century that will leave us, and the public, with a legendary County Parks System that is second to none. Thank you for everything Jim!

CCM CREW



For the last several years Anoka County Parks has hired a crew from the Conservation Corps of Minnesota (CCM) to assist with natural resource and maintenance projects. This crew arrives in March and works in the parks until mid-December. During their tenure, they tackle a wide-ranging array of projects including prescribed burns, erosion control, invasive species control, tree planting, storm cleanup, crack sealing trails, trail corridor clearing, building maintenance, poison ivy control and other park maintenance tasks.

The CCM workers get training in first aid, pesticide use, and chainsaw use, along with wildfire fighter certification as part of their involvement in the CCM program. They gain valuable hands-on skills working in the parks that will aid them in their employment search after their time with the CCM program is complete. Most of the workers are recent college graduates and use the program to build their resumé. If they stay with the program for the entire

term, they also get money to use to pay off student loans or for tuition, should they choose to continue their education. This program is a great benefit to both the CCM workers and the park system.

BUNKER HILLS ACTIVITIES CENTER OUTDOOR GATHERING AREAS

The County received Parks and Trail Legacy funds to create additional outdoor gathering spaces at the Bunker Hills Activities Center. Construction is underway and is expected to be substantially complete before the end of the year. Once complete there will be a 120-person deck off the Oak and Maple Rooms on the south side of the building. In addition, the old greenhouse area was demolished and converted to a new outdoor patio area. The County will be working on landscaping for the project in the spring and hope to have everything completed by Memorial Day 2019.



TRAIL REPAIR AND PRESERVATION

For patrons on the east side of Anoka County, the Rice Creek Trail North corridor is heavily used for bike commuting, recreation and exercise. In recent years, this trail has been expanded and improved to provide a continuous corridor for pedestrian and bicycle traffic to travel unencumbered by vehicle traffic. However, one stretch of trail near the Rice Creek crossing of Hodgson Rd. has experienced chronic erosion problems that small repairs have been insufficient in resolving.

This fall, after several attempts to remedy the problem with small asphalt patches and stabilizing material failed, it was determined that a more substantial fix was needed. After removal of the worst section of trail, a Park Maintenance staff determined that the most effective approach would be to install vinyl sheet piling along the trail shoulder to stabilize and reinforce the susceptible areas of erosion. This product is typically used in the construction of sea walls and dam structures for waterways. Parkkeepers were instrumental in the planning, execution and restoration of this project. If successful, this resourceful approach will be expanded next year to reinforce the remainder of the trail corridor most at-risk for failure. This initiative will ensure that trail users have a safe and comfortable passage for years to come.



VOLUNTEER APPRECIATION DINNER



The annual Banfill-Locke Center for the Arts Volunteer Appreciation Dinner was held on Thursday, November 15. Banfill-Locke had a total of 49 volunteers this year which totaled an outstanding 1,700 hours of service. This years theme was Fiesta! The attendees were provided with a wide array of meats and veggies to build their own tacos and salads. Dessert was from the south Minneapolis Dulceria Bakery.



PRE-K FOREST KIDS CLUB

Wargo Nature Center is in its second year of offering a preschool nature club, called the Forest Kids Club. Every Wednesday, preschoolers spend their morning exploring and learning about Wargo's wooded peninsula, exploring different nature topics and seasonal changes along the way. While adventuring outside, the preschoolers also get free-explore time where they are encouraged to follow their senses and create their own adventures with their new friends. The fall session ends in December and staff are looking forward to a wonderful winter and superb spring season!



Number donated	13
Dollar amount	NA determined by Donor
Date	9/14/18
Bikes4Kids initial	CCB

Your donation is greatly appreciated!!

Please keep this for your records.

The Robert and Wilma Burbach Bike Foundation
1207 Constance Boulevard NE Ham Lake, MN 55304-5398
763 360 1574 or 763 412 2878 info@bikes4kidsmn.org



Number donated	10
Dollar amount	NA determined by Donor
Date	11/12/18
Bikes4Kids initial	CCB

Your donation is greatly appreciated!!

Please keep this for your records.

The Robert and Wilma Burbach Bike Foundation
1207 Constance Boulevard NE Ham Lake, MN 55304-5398
763 360 1574 or 763 412 2878 info@bikes4kidsmn.org

Osborne Road project moves forward

By Peter Bodley
Contributing Writer

A project to rehabilitate Osborne Road (County State Aid Highway 8) between University Avenue (TH 47) and Highway 65 in Spring Lake Park and Fridley is moving forward.

The Anoka County Board Nov. 27 approved a contract with the Bolton-Menk Inc. consulting engineering firm to perform preliminary and final design work for the project at a cost of \$109,955.14.

Bolton-Menk began working with the county highway department in 2015 on an Osborne Road corridor study which produced a concept layout to convert the current four-lane undivided highway to a three-lane roadway with a center two-way, left-turn lane, according to Doug Fischer, county highway engineer and division manager for transportation.

Since then the county has received \$990,000 in federal Highway Safety Improvement Program dollars for the proposed improvement, Fischer said.

"That will cover up to 90 percent of the cost," he

said.

The city of Fridley has signed off on the three-lane concept, but the city of Spring Lake Park has some concerns that will be addressed in the design phase, according to Fischer.

"There were opportunities for public participation during the development of the concept," Fischer said.

No joint powers agreements with the county have yet to be presented to the Fridley and Spring Lake Park city councils, he said.

Under the concept, most of this stretch of Osborne Road would be three lanes, but it would still have four lanes at the intersections with University Avenue and Highway 65 where there will be two left-turn lanes onto Osborne Road from both highways, Fischer said.

And while the traffic signal at the entrance to Unity Hospital on the Fridley side of the road will remain, the design work will determine whether any more traffic signals will be installed on Osborne, he said.

The current timetable calls for the project to be

constructed in 2021.

According to Commissioner Scott Schulte, who chairs the board's Transportation Committee, the proposed improvement will create a safer road and move traffic more efficiently.

Similar projects in other communities have been "very successful," Schulte said.

Commissioner Jim Kordiak said it was a complicated project because of the variety of land uses along Osborne Road, which include a hospital, medical office buildings, a church, an elementary school, housing and commercial.

"It has been talked about for a long time," he said.

Kordiak asked about the future of the trail on the north side of Osborne that he said "was very old."

That will be reconstructed as part of the project, but who will assume responsibility for maintenance – the county or city – has yet to be determined, Fischer said.

Osborne Road
Trail Discussion



2019

PUBLIC HEALTH RECOGNITION AWARDS

The Anoka County Board of Commissioners would like to recognize individuals and/or groups (youth and adults) who have made contributions to public health in their communities.

These awards recognize and honor citizens in Anoka County who devote their time, energy, and talents to improving public health in their communities.

There are four award categories: Youth Individual, Youth Group, Adult Individual, and Adult Group.

For more information and application instructions

visit www.AnokaCounty.us/HealthAwards

or contact Susan Wall at

Phone: 763-324-4296 Fax: 763-324-1033

Email: Susan.Wall@co.anoka.mn.us

NOMINATE SOMEONE YOU KNOW FOR AN ANOKA COUNTY PUBLIC HEALTH AWARD



Anoka County
MINNESOTA

Respectful, Innovative, Fiscally Responsible



2019 Public Health Recognition Awards

Instructions for Nominations



The Anoka County Board of Commissioners would like to recognize and honor citizens in Anoka County who devote their time, energy, and talents to improving public health in their communities. Awards are presented during April 2019, Public Health Month, at a scheduled meeting of the Anoka County Board of Commissioners.

Award Categories:

- Youth-Focused: Individual/Group – an individual 18 years or younger at time of nomination, or an organization that is youth led.
- Adult: Individual/Group – an individual 18 years or older at time of nomination, or a group (partnerships, community coalitions, organizations, etc.)

Selection Criteria:

All nominations will be evaluated according to the following criteria:

- Leadership – Nominee has demonstrated leadership abilities through work and service.
- Community Health Improvement – Nominee demonstrates success in creating solutions to public health problems and has contributed to making improvements in the health status of the community.
- Collaboration – Nominee promotes collaboration and cooperation among individuals, organizations, and agencies.
- Advocacy – Nominee has been involved in promoting health and healthy behaviors, and/or protecting the health and safety of County citizens.

Nomination Instructions:

- Nomination forms may be completed for either an individual or group. More than one nomination may be submitted for each category.
- Nominations should be no more than two typewritten pages. Two attachments may accompany the nomination form (reference letters, newspaper articles, etc.). Photographs that show individual or group involvement and achievements can be used.
- Nominations must describe the public health contributions made in the previous two years and describe the improvements made on the selected public health issue.
- If the nomination is for work-related responsibilities, please clarify any additional activities or collaborations within Anoka County that resulted.
- Nominations must be **submitted by January 31, 2019:**
 - Online:**
AnokaCounty.us/HealthAwards
 - OR**
 - Mail**
Public Health & Environmental Services Department
Attn: Susan Wall
Anoka County Government Center
2100 3rd Avenue, Suite 600
Anoka, MN 55303-5041
 - OR**
 - Email/FAX:**
Email: Susan.Wall@co.anoka.mn.us
Phone: 763-324-4296 Fax: 763-324-1033
- Nominations and attachments become the property of Anoka County Public Health & Environmental Services



2019 Public Health Recognition Awards

Nomination Form



Section I: Information about Individual or Group being nominated (Nominee)

- ☐ Youth: (18 years or younger)
- ☐ Adult: (18 years or older)

Section II: INDIVIDUAL Nominee (If Group, skip to Section III)

Name:
Address:

Section III: GROUP Nominee (e.g. community coalition, collaboration, partnership, organization)

Group Name (as to appear on the award if granted):			
List each partnering organization, individual participants/representatives and address:			
	Partner 1	Partner 2	Partner 3
Organization Name			
Address			
Individual participants/representatives			

Section IV: Information about person submitting the application (Nominator)

Name, Title, Organization:
Address:
Primary Phone:
Secondary Phone:
E-mail:

Section V: Instructions

Summarize in no more than two typewritten pages why the nominee deserves to be recognized for their achievements that have contributed to the public health mission *"to protect and promote the health and safety of the community"*. Describe as fully as possible how the nominee meets one or all the selection criteria of leadership, community health improvement, collaboration, and/or advocacy. If the nomination is for work-related responsibilities, address any activities or collaborations within Anoka County that resulted. Please refer to the selection criteria and nomination instructions when you complete your nomination.

Please complete and return the nomination form **by January 31, 2019**.

Online:

AnokaCounty.us/HealthAwards

OR

Mail:

Public Health & Environmental Services Department
Attn: Susan Wall, Principal Administrative Secretary
Anoka County Government Center
2100 3rd Avenue, Suite 600
Anoka, MN 55303-5041

OR

Email/FAX:

Email: Susan.Wall@co.anoka.mn.us

Fax: 763-324-1033 Phone: 763-324-4296

STEPPING Stone

ending homelessness

Providing emergency housing and critical support services
to individuals, 18 and older, experiencing homelessness,
while striving toward self-sufficiency.

FALL 2018 NEWSLETTER



3,500,000 people homeless in the US

30,732 burdened families in Anoka County

398 residents served at Stepping Stone
as of Sept. 2018

66 beds at Stepping Stone

1 shelter in Anoka, Washington, Dakota, Scott
and Carver Counties for youth and adults

12 Days of Giving
Days to Make a Difference

**"I got gifts. I got a Christmas. It was weird. It changed my old mindset.
I'm a person. I'm important. I'm deserving."** - Deb, Past Resident, Blaine House

210 Homeless
individuals used our
one-night beds in the
first 3/4 of 2018.

\$18.82 per Hour

Average Wage needed to rent a
2 bedroom apartment
in Anoka County

3 Women
moved into Blaine House
this past summer
because of your help.

SUCCESSFULLY MOVING FORWARD

-by an anonymous resident

Grief from losing a grandbaby started a spiral down a bottomless pit. Things happened so quickly. I lost my job, lost my lease, lost my reason to function. After trying to get my doctor to institutionalize me, he recommended SSEH to get help, direction and the support I need to move forward.

I didn't want to, but I didn't want to sleep in my car anymore. It was so different there and filled with an array of personalities. It was scary at first. My hope came from my case manager, Ebony. I started setting goals. I started a new job. It was one step at a time driven by focus and determination. I learned that not one person is more important than the next. We are all deserving - people deserving of dignity, honor, respect. I found true healing and time to grieve. As I move out of Stepping Stone, I will miss it here; but ultimately, I am a success story. It is worth it to not give up!

No matter your family of origin,
your race, your background...
we are all worthy of dignity.



www.steppingstoneeh.org

IT'S THE MOST WONDERFUL TIME OF THE YEAR... BUT NOT FOR EVERYONE.

A NOTE FROM OUR DIRECTOR, JULIE JEPPSON

Our residents experience the holidays with a wide range of emotions, from sheer happiness to utter despair. For most, they get caught up in the joy and hope the season brings. But once the holidays come to an end, it's a reminder of being completely alone, a realization of their situation, and a depression into hopelessness. It's a vicious, mental reality that is incredibly hard to overcome.

Thankfully, at Stepping Stone, we have a selfless network of community support! We are able to give each resident a Thanksgiving and a Christmas they may not have experienced in a very long time.



**"I've never got a Christmas present!"
"This is incredible!"**

Quotes from residents "shopping" in our Santa Shop.
Many are speechless by the overwhelming feeling of emotions.

My wish for you is that whether or not you choose to be involved with us between now and the end of the year, you can do one simple act. When you're laughing, eating, and enjoying the season with your friends and family, please consider taking 10 minutes of your day to think about those who are not doing that.

Also, consider making your end of year donation to Stepping Stone so that we can continue to support our residents who work so hard to break the cycle of their homelessness.

HOW TO BE A PART OF THE HOLIDAY SEASON WITH STEPPING STONE

If you would like to receive even more than you could ever give, please contact Tracy Pierce at tracy.pierce@steppingstoneeh.org or 763-277-8313 to learn about opportunities to help!

- 1** Collect donations from your colleagues, friends, family, neighbors, or church, and deliver them between Dec. 17-19 (List of needs are on the back page)
- 2** Bring and serve one of your traditional, family-favorite meals for residents to enjoy.
- 3** Help set-up Santa's Shop at Stepping Stone on Thursday, December 20.
- 4** Bring in an arts and crafts project to work on with residents who are interested.
- 5** Help decorate Stepping Stone for the season.



12 Days of Giving December 7th -18th

Our annual 12 Days of Giving is coming up!

During the holiday season, we encourage you and your family to spread joy and kindness by completing various small selfless gestures or acts.

You can follow a long via our Christmas card or stay tuned on our social media pages. And on December 18th, we would appreciate your end of year gift so that we can help more people start their path to end homelessness.



STAFF SPOTLIGHT - ANNA GONZALEZ

1. Why did you apply to work at Stepping Stone?

I was in a time of life where I had the flexibility to try something different and make some career changes, so I thought, why not challenge myself and try something new? The mission of the organization is such a rewarding one, and the demands of the job make me stretch myself. It has definitely been worth it and has challenged me to grow and learn more about myself.

2. What is your favorite part of working here?

The people - both those we are serving and my coworkers - really make the position. It is very humbling working with such amazing people. The range of people I interact with at Stepping Stone is so diverse, and that certainly keeps every day interesting. I love being able to hear so many people's stories. And I also love knowing that I can make a difference, even in a small way, in their journey, especially at what is often one of the hardest parts of their lives.

3. Tell us something interesting about yourself.

My goal by the end of 2018 is to have read 30 books in a year! I've found that spending less time on things like Facebook frees up an incredible amount of time to read more worthwhile things! (if I counted all the books I read to my two year old, it would probably be more like 3,000... all Go Dog, Go).

4. How has working here changed you?

It has expanded my worldview and given me the chance to interact with and learn from people from so many different backgrounds. It also challenges me to get outside of my comfort zone and be more assertive. I have certainly also grown in empathy and understanding of the issues surrounding homelessness.

IN THE COMMUNITY

ParTee with a Purpose was fun and a smashing success. Thanks to our Sponsors for a great event.



Our Adventure Club visited Eveland Farms in Andover, thanks to the Allina Neighborhood Grant.



Options from Big Lake volunteered with our residents to make fleece blankets.





3300 4th Avenue North
Cronin Building 14
Anoka, MN 55303

NON PROFIT ORG
US POSTAGE
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S6 P3 21
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CITY OF SPRING LAKE PARK
DAN BUCHHOLTZ
1301 81ST AVE NE
SPRING LAKE PARK, MN 55432-2188
|||

Volunteers Opportunities

1.

Donate-A-Dinner program.
Bring a home cooked meal to
help feed our hungry and
homeless guests.

2.

Volunteer Orientation is
held on the 2nd Tuesday of
each month from 6-7PM

Contact Tracy at tracy.pierce@steppingstoneeh.org

Christmas Donations Needed

Adult items only, please.

- > Pull-over, 3/4-zipper, or full-zipper Sweatshirt (sizes L to 4XL, primarily larger sizes)
- > Pajamas (sizes L to 4XL)
- > Socks (all sizes)
- > Slippers (all sizes, prefer larger sizes)
- > Undershirt for men (sizes L to 4XL)
- > Camisole/undershirt for women (sizes M to 4XL)
- > Hat, mittens/gloves, and scarves
- > Gift cards to Wal-Mart
- > Hygiene Items – body wash, lotion, razors, deodorant, shampoo and conditioner
- > Fun Stocking Stuffers - candy, jewelry, wallets, etc



We are excited to announce that this past fall, we passed our review process again and received our Charities Review Council's seal for three more years.



Stepping Stone Emergency Housing



SteppingStoneEH



(763) 323 - 7006

10
YEARS

OPEN HOUSE INVITATION

Thursday, December 6

3 to 4:30 p.m.

3300 4th Ave N, Cronin Bldg. #14 ~ Anoka 55303

Short program to start at 4:15 p.m.

Light appetizers will be served

Learn about how far we've come over the last 10 years,
and where we plan to go for the decades to come.

**RSVP to Julie Jeppson at jjeppson@steppingstoneeh.org
no later than Tuesday, December 4,
so we can anticipate your attendance**

**STEPPING
Stone**

ending homelessness

www.SteppingStoneEH.org

visit our web site for a map and written direction

empower ~ dignity ~ collaborate ~ support



Spurs Lake Park Police Dept.
1301 S 1st Ave NE
Spurs Lake Park, MN
55432



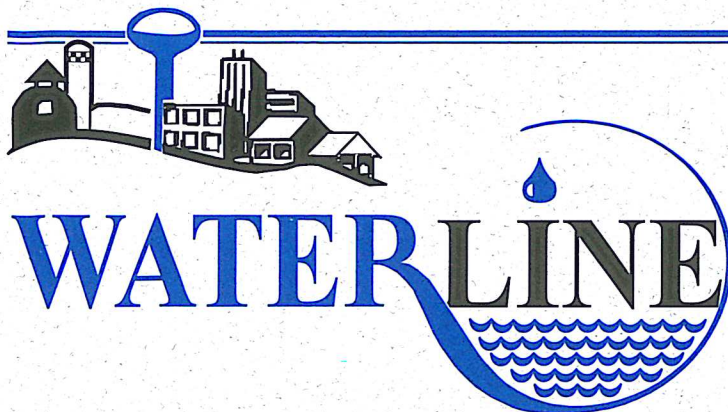


Smiles and gratitude,
happy memories and merry wishes...

That's what you
warmly bring to mind
at this season.

HAPPY Holidays

Thank-you for all you
do for your community.
Love you all



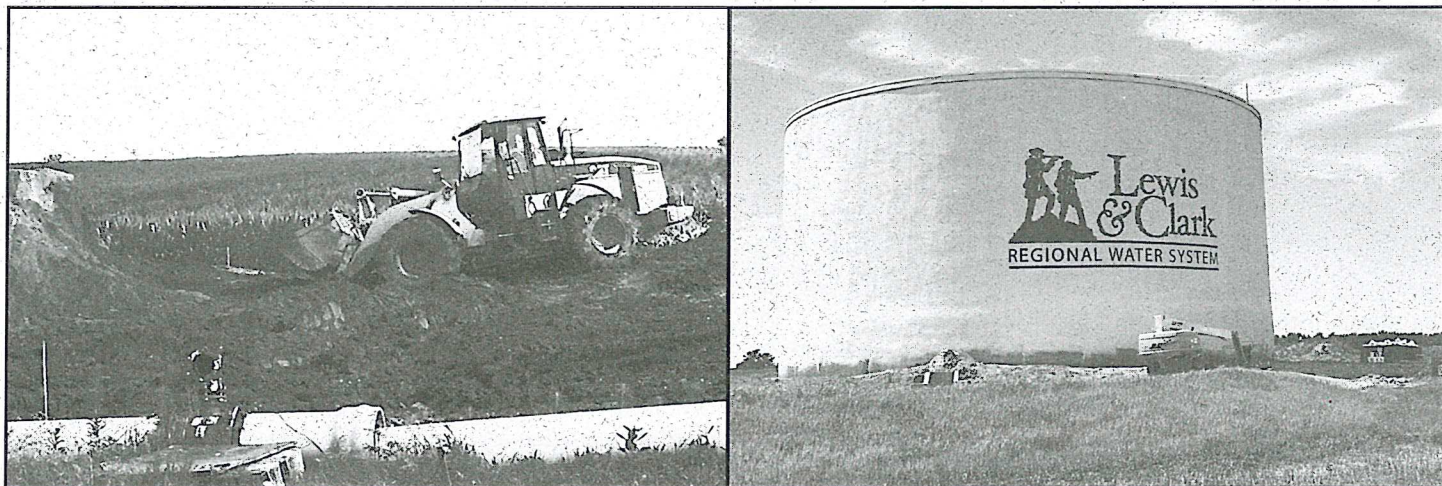
NEWS AND INFORMATION

FOR PUBLIC WATER SUPPLIERS IN MINNESOTA

Lewis & Clark Regional Water System Nearly Complete in Minnesota



Off a dusty crossroads stands a marker designating the site where Minnesota, Iowa, and South Dakota meet. These three states have come together in another way, with the creation of the Lewis & Clark Regional Water System. A treatment plant near Vermillion, South Dakota, several miles north of the Missouri River, now processes more than 23 million gallons per day to distribute to the tri-state area. Its capacity may one day reach 60 million gallons per day. The photos below show work progressing on a pipeline between Luverne and Worthington as well as a 4-million gallon reservoir in Rock County, just south of Luverne. See page 4 for the whole story.



Sign Up for Groundwater Updates

Public water systems are encouraged to learn about when Minnesota Department of Health (MDH) chemical reviews are initiated and when health-based guidance for water is issued.

Use the link below to sign up for MDH Groundwater Email Updates and get notified about new and revised health-based guidance values for water.

<https://tinyurl.com/ybsvkf6s>

Fact Sheets, Resources Now on MDH Web Page

The Minnesota Department of Health drinking water web page (<http://www.health.state.mn.us/water>) has new fact sheets:

Legionella Information

<http://www.health.state.mn.us/divs/eh/water/factsheet/com/legionella.pdf>

Home Water Treatment

<http://www.health.state.mn.us/divs/eh/water/factsheet/com/pou.html>

<http://www.health.state.mn.us/divs/eh/water/factsheet/com/pou.pdf>

Beware of Water Treatment Scams

<http://www.health.state.mn.us/divs/eh/water/factsheet/com/beware.html>

Backflow Prevention at Beverage Dispensers to Prevent Copper Poisoning

<http://www.health.state.mn.us/divs/eh/water/factsheet/bevdisp.pdf>

Lead Poisoning Prevention: Lead in Schools – <http://www.health.state.mn.us/divs/eh/lead/schools/index.html>

Drinking Water in Schools for Educators and School Professionals – <http://www.health.state.mn.us/divs/eh/water/schools>

Reducing Lead in Drinking Water (PDF) – <http://www.health.state.mn.us/divs/eh/water/schools/pbschoolguide.pdf>

It also has new templates water systems can use to communicate with their customers about water quality changes. The templates are linked at the bottom of the MDH Fact Sheets page:

<http://www.health.state.mn.us/divs/eh/water/factsheet/com/index.html>

Important Information about Your Drinking Water

<http://www.health.state.mn.us/divs/eh/water/factsheet/com/templatepn.docx>

Frequently Asked Questions

<http://www.health.state.mn.us/divs/eh/water/factsheet/com/templatefaq.docx>

Drinking Water Institute in Rochester



The annual Drinking Water Institute for Educators was held in August at Rochester Public Utilities. The Minnesota Department of Health and Minnesota Section of American Water Works Association have been conducting these institutes since 2001. Science teachers from around the state come together and develop action plans to create inquiry-based activities that they can integrate into their existing science curriculum. The 2019 Drinking Water Institute will be August 5-7 in Oakdale. Information on the institute is at <http://www.health.state.mn.us/water/institute/index.htm>.

New Display at State Fair Eco Experience

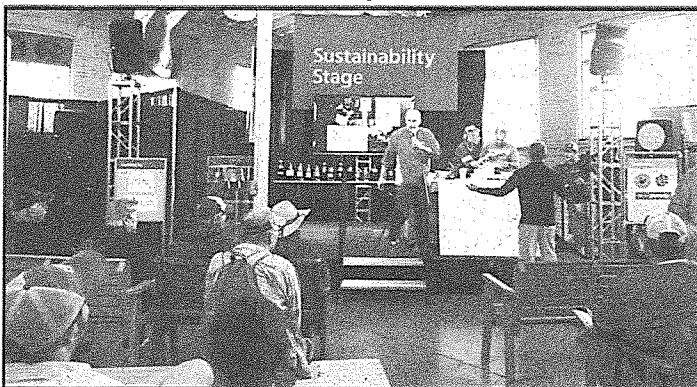


The Minnesota Department of Health partnered with Dunwoody College of Technology in Minneapolis for a new Eco Experience display at the State Fair. It included multi-sided pillars with information, including a map marking all community water systems (sorted by groundwater and surface water) in the state as well as private wells. There is also an interactive display on which fair visitors can use a magnet on a string to follow water through the ground. This was the beginning of a five-year partnership with Dunwoody students coming up with additional displays in the future.

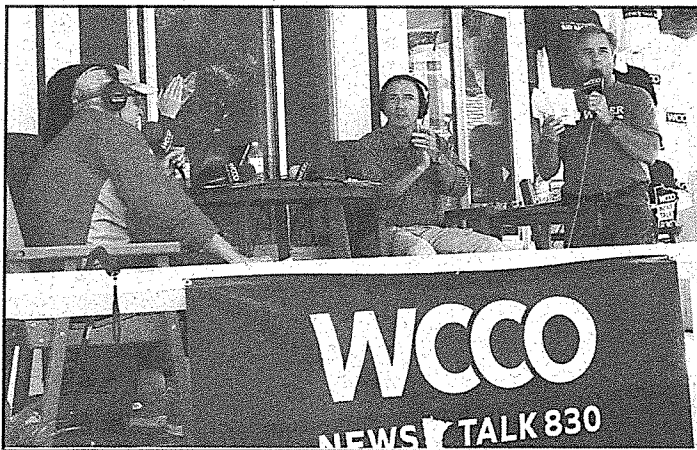
Past *Waterlines* Archived at wateroperator.org

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

Chaska Prevails in Great Minnesota Tap Water Taste Test



Minnesota American Water Works Association (AWWA) held its seventh annual Great Minnesota Tap Water Taste Test on the Sustainability Stage in the Eco Experience building at the Minnesota State Fair. With the audience serving as judges, Chaska was voted the best tasting water in Minnesota. Its water—along with the water of the other finalists, Eagan, Apple Valley, St. Louis Park, and St. Paul—was brought to the WCCO Radio booth. As a Minnesota AWWA spokesperson talked about the contest and drinking water in Minnesota, members of the live WCCO audience tasted the samples and reaffirmed Chaska as the best tasting. In the photo below, Bert Tracy tells WCCO listeners the results of the taste test as hosts Jordana Green (hidden by an unidentified photo bomber) and Paul Douglas applaud wildly. Jordana and Paul both picked Chaska and St. Louis Park as their favorites.



MDH Funds Filling Stations

The Minnesota Department of Health has awarded grants to the following communities and organizations to install drinking fountains with bottle filling stations:

- Hmong American Partnership, St. Paul
- Arrowhead Economic Opportunity Agency, Virginia
- Mountain Lake Public School District ISD 173
- Partners in Quality Care, St. Paul
- Winona Public Library
- Perham Health
- Luverne Housing and Redevelopment Authority
- Brainerd Public Library
- White Bear Lake Area High School
- Parkview Center School, Roseville
- Benson School
- International Falls ISD 361
- Blue Earth School
- New London-Spicer School, New London
- Holy Cross Catholic School, Webster
- Goodridge ISD 561

The fountains provide an alternative to bottled water, protect people from exposure to lead in older water fountains, retain fluoride from the water supply, and promote healthy behaviors by providing an alternative to sugary beverages. Sugary beverages, according to the Centers for Disease Control, are linked to Type 2 diabetes, obesity, tooth decay, heart disease, and other chronic diseases.

*Blessed are they who have nothing to say
and who cannot be persuaded to say it.*

—James Russell Lowell

Southeast School Changing Locations

After more than 30 years at the Kahler Apache Hotel in Rochester, the Southeast District Minnesota AWWA will have a new location for its water operator school in 2019. The hotel has closed, so the three-day school—from Wednesday, March 13 to Friday, March 15—will be at the Rochester Event Center next to the airport on the south end of Rochester. An Americinn across the street is available for hotel rooms.

Cool Videos

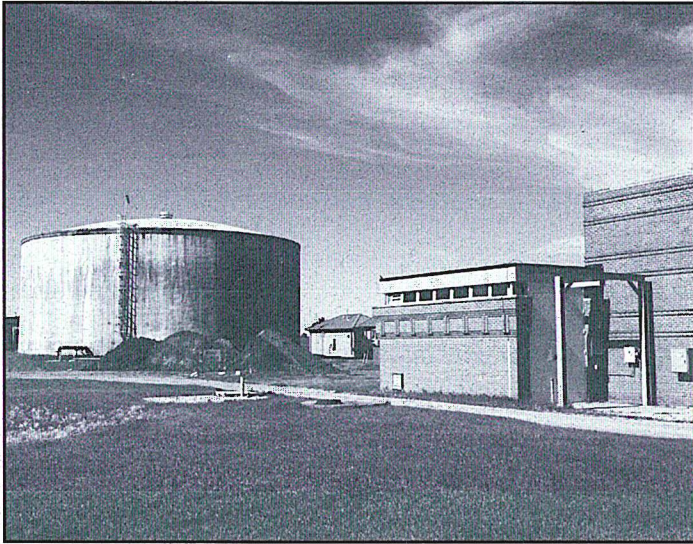
The Minnesota Department of Health has produced an instructional video for taking lead and copper samples.

Lead and Copper Sampling: <https://tinyurl.com/yabcp7y9>

The Minnesota Section of American Water Works Association (AWWA) has produced a promotional video on the benefits of AWWA membership.

Words of Wisdom of Being Involved: <https://tinyurl.com/y7of5qr3>

Lewis & Clark: Nearing the Finish Line



To the left of the Worthington Water Treatment Plant are a meter building and reservoir, part of the Lewis & Clark Regional Water System.

The tentacles of the Lewis & Clark Regional Water System (LCRWS) are nearly fully extended. Worthington will be the last stop in Minnesota, nearly 30 years after the city signed an agreement to be a partner in the project.

Lewis & Clark was conceived in 1988 with a simple idea: take water from a plentiful source and transport it to un plentiful places. The plentiful source is the Missouri River at Vermillion, South Dakota. The un plentiful sources range in different directions as far as 60 miles away.

Twenty members—in South Dakota, Iowa, and Minnesota—put up money to reserve certain amounts of water. The Minnesota partners are Rock County Rural Water District, Lincoln-Pipestone Rural Water System, and the cities of Luverne and Worthington.

The system was originally envisioned at 23.5 million gallons per day (MGD). However, after authorization in 2000, members requested additional water; as a result, the system and plant were designed for 45 MGD with the ability to expand to 60 MGD in the future.

Source and Treatment

Eleven wells draw from an aquifer that is recharged by the adjacent Missouri River at Vermillion. For South Dakota and beyond, the Missouri River is “the greatest natural water resource available,” according to LCRWS operations manager Jim Auen. “It is high-quality, abundant, and drought resistant.”

Through 54-inch pipes the water is pumped to a massive treatment plant north of Vermillion, which has been built in two phases, totaling approximately \$90 million. Phase 1 (high service pump station, underground reservoir and electrical switchgear building) was \$23.2 million, and Phase 2 (the main treatment plant) was \$66.6 million.

The three-level plant has more than a quarter-million square feet, with room for expansion. The water is softened to reduce total hardness from approximately 300 parts per million (ppm) to 160 ppm. The lime in the softening process raises the pH, so a carbon dioxide feed system and recarbonation basins are used to adjust the pH before filtration.

The eight sand-and-anthracite filters, which have a Leopold underdrain system, remove iron and manganese. Sodium hypochlorite is added with ammonia for disinfection. Fluoride is also added. The treated water has total dissolved solids reduced to fewer than 500 mg/L.

Next to the plant is a 4.5 million gallon underground reservoir with a high service pump station and electrical switchgear building in addition to a nearby decant pond and three lime drying beds.

Distribution

The water is sent 50 miles north to Tea, which is the hub of the entire system. Just south of Sioux Falls, Tea has a pair of 7.5 million reservoirs flanking a pump building. Some of the water from the plant has already branched off to communities in South Dakota and Iowa, although 90 percent of the water passes through Tea, including the water to Minnesota.

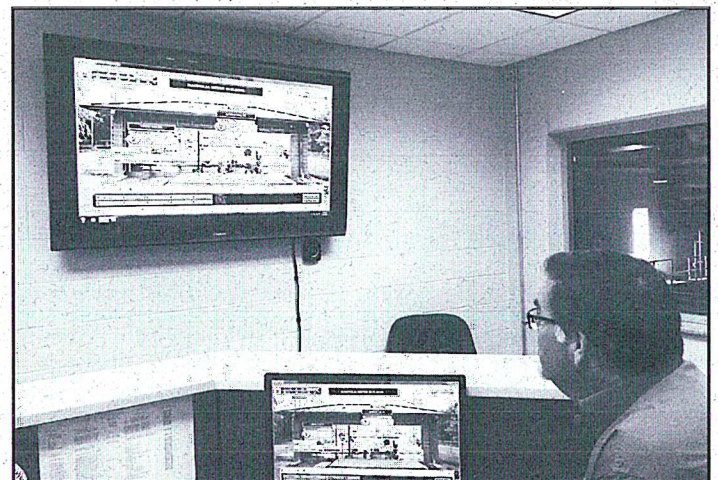
In July 2012 the system’s first water was pumped, to Sioux Falls and several smaller communities along the way, as well as to Rock Rapids, Iowa. The Minnesota members—being the farthest from the source—were the last to receive water. In May 2015 the project reached Minnesota, crossing the state line to deliver water to Rock County Rural Water District outside Luverne.

Since then it has gotten to Luverne and Lincoln-Pipestone Rural Water System, which serves an area that includes 38 cities in 10 counties. Along the way, connection points in Magnolia and Adrian have been hooked up. The water has allowed Luverne to be the site of Minnesota’s first shrimp hatchery and harbor, a commercial-scale shrimp producer. Construction on the \$48 million facility, which will produce 150 million shrimp a year, will start in 2019.

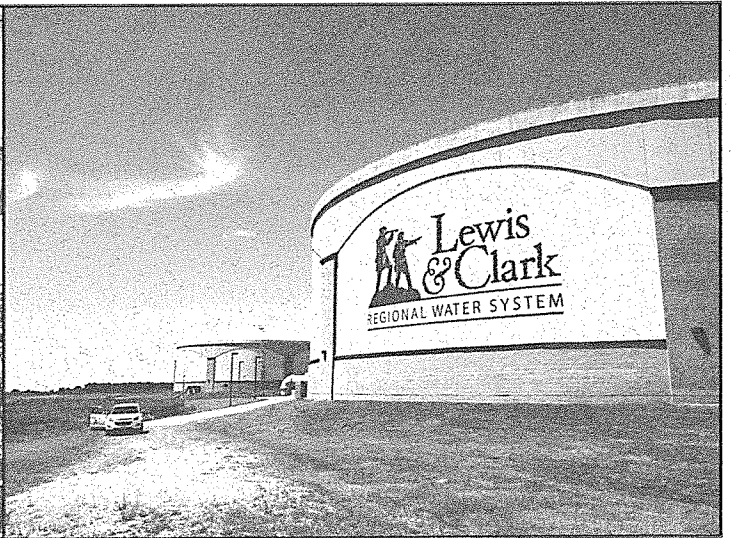
Worthington

Though Worthington was the first Minnesota partner to sign up, it will be the last in the state to connect. By highway, it is 115 miles from Vermillion, the most remote city on the system. Worthington is directly on border of the Mississippi/Missouri River watershed. Its wellfield is surrounded and

Lewis & Clark—Continued on next page



From the treatment plant in South Dakota, operations manager Jim Auen monitors the activity of a meter building in Magnolia, Minnesota.



LCRWS executive director Troy Larson and construction administrator Clint Koehn at the system headquarters in Tea, South Dakota, just a few miles from the Tea reservoirs and pump station.

fed through groundwater/surface water interaction by man-made Lake Bella, seven miles to the south. With an average depth of fewer than 100 feet, the wells are susceptible to contamination and sensitive to drought.

Conservation is a way of life in Worthington, which has an aggressive leak detection program and high reclamation of backwash water. The city has also been creative in partnering with other organizations, including Pheasants Forever chapters, in source water protection, purchasing and setting aside land for conservation. "We have partners willing to do things that were unheard of in the past," said Worthington water superintendent Eric Roos.

The ongoing need for water caused Worthington to become the first partner outside of South Dakota to reserve water. As the network of pipes extends west from Luverne to Worthington, LCRWS has constructed a meter building next to the Worthington water treatment plant while the city is building an adjacent high-service pump station. The pump station will receive water out of both the city's ground storage and from the Lewis & Clark supply to send out through its distribution system. "We're going to put out a consistent blend to our customers," said Roos.

Reaching the Finish Line

As the Minnesota portion of the project wraps up with Worthington as the 15th overall partner to connect, five more systems still await their water—four in Iowa and one in South Dakota.

The financing is covered on an 80-10-10 system: 80 percent from the federal government, 10 percent by the states, and 10 percent by the individual members. To this point, the states and local entities have paid 100 percent of their costs. Approximately \$188 million is still coming from the federal government. Troy Larson, executive director of Lewis & Clark, says the Congressional delegations from the three states have been supportive, and he noted the efforts of Minnesota Governor Mark Dayton, particularly with advances for eventual federal funding.

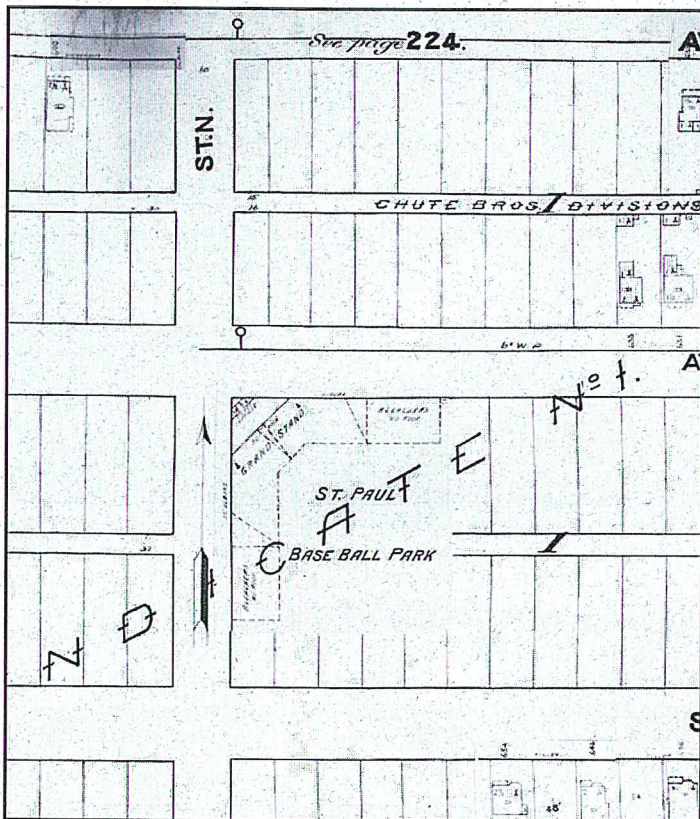
The total project cost is estimated at \$605 million, with over half the capital cost for the construction of the distribution system, which will have more than 332 miles of pipes.

When the project is completed, more than 300,000 residents—not to mention significant industries—will be receiving Lewis & Clark water over 5,000 square miles, a service area the size of Connecticut.



The softening basins (left) and filters (right) at the Vermillion plant. The pipes on the filters have been stubbed to allow for expansion with an addition to the building to the north.

Historic St. Paul Ballpark Leads to Information on Early Water Supply in City



Researcher Cary Smith of the Baseball Hall of Fame came up with this map showing an 1890s baseball park in St. Paul.

Cary Smith, a Minnesota native who works at the Baseball Hall of Fame in Cooperstown, New York, discovered that an 1895 ballpark built in St. Paul had showers installed. "I am trying to figure out if by 1895 that was a common thing or a relatively new and high-tech thing," he asked.

The ballpark was on the northwest corner of Aurora Avenue, one block south of University Avenue, and St. Albans Street, one block west of Dale Street. Fuller Avenue is to the south.

Known as the Dale and Aurora Grounds, the ballpark was built for a new St. Paul minor-league team—owned and managed by Charles Comiskey—that played in the Western League. A few years later the Western League changed its name to the American League and became a major league. However, after the 1899 season, Comiskey moved the St. Paul team to Chicago. The team still exists, as the Chicago



This photo of a flooded Dale and Aurora Grounds led Ben Feldman to the answer of where the water came from.

677-79 FULLER AVE

7810

APPLICATION.

I hereby request of the Board of Water Commissioners a supply of water through a
1 inch service cock, at the premises No. 77 E. Cor. Fuller & Adams
street, for the following purposes:
Washing, drinking and cooking purposes, baths, water closets
Boys Ball Grounds.
The water to be received subject to the conditions, rules and regulations of the Board
of Water Commissioners, as heretofore adopted, or which they may, for the preserva-
tion, regulation and protection of their work, from time to time adopt.
Dated, St. Paul, 189
Plumber, F. B. King
of said premises.
I hereby consent to the introduction of water in the premises referred to in the
above request, or therein mentioned.
Dated, St. Paul, Apr 24 1895
John Connors
Owner of said premises.

Ben Feldman of St. Paul Regional Water Services found this 1895 water permit for the ballpark, signed by John Comiskey, the dad of Charles, who supervised some of the construction.

White Sox, and Comiskey is a member of the Baseball Hall of Fame.

Ben Feldman, a project engineer for St. Paul Regional Water Services, looked into the water history of the area and got drawn into a mystery that required gumshoe work worthy of Hercule Poirot, Sherlock Holmes, or even Jim Rockford.

Feldman found that a water main was installed for Aurora Avenue in 1889 and first thought that the city would have brought the service from near the intersection of St. Albans and Aurora to the grandstand of the ballpark.

However, he could find no record of old services in that location. “There are some abandoned services to the east of the intersection that had potential, but the one closest to the ballpark wasn’t installed until 1921. 1899 is the oldest date of those services, but they don’t quite coincide with the

Continued on next page



The water service that supplied the 1890s ballpark is still being used for a duplex on the corner of Fuller and St. Albans.

Continued from page 2

stadium construction date. The 1899 dates are not known for sure, but they all indicated having served the north side of Aurora. Again, not likely the stadium service. There doesn't appear to ever have been a main installed in St. Albans and remains that way today."

Feldman referred to a 2004 on-line article (<https://tinyurl.com/yajb2l>) that included a photo of the ballpark being used for curling. "The entire field was flooded, which means they

had to be getting water from somewhere. Either they were getting it from a hydrant, a service, or a well. Given there was main in the street at the time, it wouldn't make sense to have drilled a well. There are only two hydrants nearby—one at the intersection of St. Albans and Aurora and one at St. Albans and Fuller. It didn't make sense to be dragging a hose across the street on Aurora, so it got me wondering if they were using the Fuller hydrant or possibly had a service off of Fuller."

Feldman found that the main on Fuller was installed in 1891. "There are only two services on Fuller installed prior to 1900. One in 1891 to a house mid-block on the south side and one in 1895 right next to the hydrant at St. Albans and Fuller."

On top of it all, this service is still being used today by a corner duplex now on the site. "It looks like we have quite a few services in the old neighborhoods that date back to the 1880s. Whether or not you had running water in your home at the time probably had more to do with your financial ability and if the city had the infrastructure in place," Feldman concluded.

STREET CODE 12027	HOUSE NO. 457	CITY OF ST. PAUL DEPARTMENT OF PUBLIC UTILITIES BUREAU OF WATER APPLICATION FOR WATER SUPPLY	APPLICATION NO. 444020
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Date Nov 3, 1917

Messrs. To the Honorable
TO THE BOARD OF WATER COMMISSIONERS,
25 EAST FIFTH STREET, ST. PAUL

Gentlemen:

I hereby request that the Board cause a 2" inch service connection to be laid from the water main on N. Lexington Street—Avenue—to the property line on Lot 34, Block Fuller Street add

Shelving rack & Park Jordan

to supply premises, officially numbered by the Commissioner of Public Works, as No. 457 N. Lexington Street—Avenue—and that a meter of the same size as the service connection be installed on such connection.

Should the Board lay the service and afford a supply as requested, I hereby agree to assume all responsibility arising from the breakage or leakage of pipes or damage to meter, or theft or unlawful removal of same.

I also agree to pay for the water supplied at the rates now in force or which may be established hereafter and that such supply shall be subject to the rules, regulations and conditions which the Water Board have heretofore adopted or which may be adopted hereafter, from time to time, for the preservation, regulation and protection of the water system of the City of Saint Paul.

I also agree to have a stake placed and marked "water service" on the property line where the service is to enter the premises.

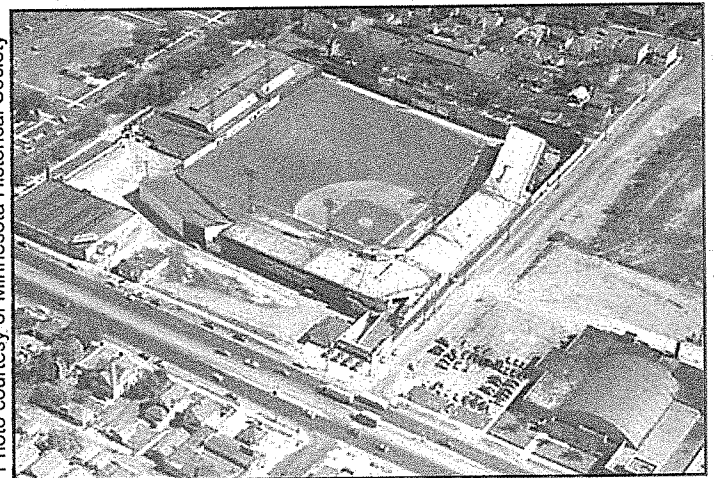
I also agree not to put in service pipes under concrete walks, steps or other permanent structures between the property line and the building.

I also agree to provide a box in which to set the meter, such box to be in accordance with the rules and regulations of the Department.

Ben Feldman
Plumber

Once started on the history of water supply and St. Paul ballparks, Ben Feldman kept digging and found the original permit for water at Lexington Park, used by the St. Paul Saints from 1897 to 1956. The water installation date was December 10, 1917.

Photo courtesy of Minnesota Historical Society



This 1952 photo of Lexington Park, looking to the southeast, shows University Avenue near the bottom (parallel to the third-base line) and Lexington Parkway beyond the left-field fence. A White Castle now stands at the corner of University and Lexington. Feldman says the location of the service was approximately at what is now the south edge of the White Castle driveway off of Lexington Parkway.

Reminder to All Water Operators

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

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

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

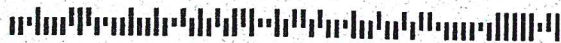
If you have questions, call the Minnesota Department of Health contact on the back of all sample instruction forms.



m Environmental Health Division
625 North Robert Street
P. O. Box 64975
DEPARTMENT OF HEALTH St. Paul, Minnesota 55164-0975

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C/O MR. DAN BUCHHOLTZ, ADMINISTRATOR
SPRING LAKE PARK CITY HALL
1301 81ST AVE NE
SPRING LAKE PARK, MN 55432-2116

CALENDAR

Minnesota Section, American Water Works Association

*March 13-15, Southeast Water Operators School, Rochester Event Center Contact Paul Halvorson, 507-206-2724.

*April 2-4, Metro Water Operators School, Earle Brown Heritage Center, Brooklyn Center. Contact Jeanette Boothe, 651-201-4697, or Stew Thornley, 651-201-4655.

*April 17, Southwest Water Operators School, Redwood Area Community Center, Redwood Falls. Contact Kyle Hinrichs, 507-381-0220.

*May 8-10, Northeast Water Operators School, Timberlake Lodge, Grand Rapids. Contact Corey Lubovich, 218-262-7725.

Information for all district schools, including agendas:

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

Minnesota Rural Water Association (MRWA)

Contact Teri Osterman, 800-367-6792.

*March 5-7, Technical Conference, St. Cloud

*June 1x, Safe Drinking Water Compliance, Wahkon

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

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

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