

#### CITY COUNCIL AGENDA MONDAY, SEPTEMBER 17, 2018 7:00 P.M.

- 1. CALL TO ORDER
- 2. ROLL CALL
- 3. PLEDGE OF ALLEGIANCE
- 4. ADDITIONS OR CORRECTIONS TO AGENDA
- 5. CONSENT AGENDA:
  - A. Approval of Workshop Minutes August 13, 2018 and September 10, 2018
  - B. Approval of Minutes September 4, 2018
  - C. Resolution 18-37 Certifying Delinquent Accounts Anoka County
  - D. Highway 65 Signal Painting Joint Powers Agreement Anoka County
  - E. Contractor's Licenses
  - F. Correspondence
- 6. POLICE REPORT
- 7. PARKS AND RECREATION REPORT
- 8. NEW BUSINESS
  - A. Approval of Parking Lot Lease Buchanan Street
  - B. Triangle Park Gazebo Footing Installation
  - C. Conditional Approval for Building Permit Issuance Agreement for Public Storage
- 9. ENGINEER'S REPORT
- 10. ATTORNEY'S REPORT
- 11. REPORTS
- 12. ADMINISTRATOR REPORTS
- 13. OTHER
  - A. Closed Session Motion to Close Meeting to Discuss Potential Sale of 525 Osborne Road NE
- 14. 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 special work session meeting of the Spring Lake Park City Council was held on August 13, 2018 at the Spring Lake Park Community Center, 1301 81st Avenue N.E., at 5:30 P.M.

#### 1. Call to Order

Mayor Hansen called the meeting to order at 5:30 P.M.

#### 2. Roll Call

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

Members Absent: None

Staff Present: Administrator Buchholtz, Chief Ebeltoft, Parks and Recreation Director Rygwall,

Public Works Director Randall, Building Official Brainard, Accountant Anderson

Visitors: None

#### 3. Agenda

#### A. 2019 Administrator's Budget Proposal

Administrator Buchholtz presented the 2019 Administrator's Budget proposal. He stated that the budget was a balanced budget, with revenue and expenditure growth equaling 3.74%. He stated that the increases in the proposed 2019 budget were due to increases in the cost of health and dental insurance, employee salaries, I.T. mandates for the Police Department, increase in the building department's seasonal line item, and increases in the required PERA Police and Fire pension fund.

Administrator Buchholtz asked if the City Council wished to amend the City Council salary ordinance to increase their salary. Consensus of the City Council was to keep the Mayor and City Council salaries at present levels.

Administrator Buchholtz presented the phase out of the liquor fund transfer. He stated that the proposed transfers would be \$75,000 in 2019, \$50,000 in 2020 and \$0 in 2021 and beyond. He stated that there would be a \$1.7 million balance in the liquor fund which the City Council could utilize for any public purpose expenditure or could set aside in reserves.

Administrator Buchholtz stated that the proposed 2019 property tax levy is as follows:

	2018	2019	% difference
General Government	3,018,257.00	3,169,666.00	5.02%
Debt Service Levy	264,184.00	264,184.00	0.00%
TOTAL	3,282,441.00	3,433,850.00	4.61%

Administrator Buchholtz presented the following revenue and expenditure budget for 2019.

	2018	2019	% difference
Revenue:			
Tax Levy	\$ 3,018,257.00	\$ 3,169,666.00	5.02%
Intergovernmental Revenue	547,134.00	543,310.00	-0.70%
Permits and Licenses	158,032.00	157,152.00	-0.56%
Charges for Current Services	113,708.00	142,909.00	25.68%
Miscellaneous Revenues	139,606.00	111,978.00	-19.79%
Interfund Transfers	185,240.00	189,172.00	2.12%
TOTAL	\$ 4,161,977.00	\$ 4,314,187.00	3.66%
Expenditure:			
City Council	\$ 57,419.00	\$ 57,498.00	0.14%
Administration	436,675.00	478,682.00	9.62%
Assessor	35,500.00	35,500.00	0.00%
Audit	9,847.00	10,737.00	9.04%
I.T.	28,580.00	38,020.00	33.03%
Legal	120,000.00	120,000.00	0.00%
Engineering	9,000.00	8,000.00	-11.11%
Planning and Zoning	1,592.00	1,400.00	-12.06%
Government Buildings	103,332.00	101,904.00	-1.38%
Police	1,716,644.00	1,852,609.00	7.92%
Fire	274,310.00	262,861.00	-4.17%
Code Enforcement	166,090.00	192,036.00	15.62%
Streets	236,380.00	257,769.00	9.05%
Recreation	335,767.00	367,824.00	9.55%
Parks	283,884.00	322,997.00	13.78%
Miscellaneous	 346,957.00	206,350.00	-40.53%
TOTAL	\$ 4,161,977.00	\$ 4,314,187.00	3.66%

Council discussed the proposed 2019 budget. Consensus of the City Council was to refer the proposed 2018, payable 2019, property tax levy to the September 4, 2018 City Council meeting for possible action.

#### B. Illegal Non-Conforming Driveways

Administrator Buchholtz stated that the City has been receiving a number of variance applications for illegal non-conforming driveways. He stated that these illegal non-conforming driveways are being brought to the City's attention as property owners are seeking driveway permits to repave them. He said that he is seeking direction from the City Council on how to proceed.

Councilmember Nelson provided a history of this issue from his previous tenure as a Mayor and Councilmember. He stated that the previous City Council had wanted to allow the existing driveways to remain in place but that direction was never codified in the City Code. He recommended allowing all the existing driveways to remain in place in an effort to prevent future neighbor conflicts due to actions of the past. Councilmember Goodboe-Bisschoff expressed her opinion that every property owner should apply for a

driveway permit and allow a public process to be held to address any issues resulting from these driveways which were installed in the past. Councilmember Nelson stated his belief that the City had its opportunity to address this matter when it established the placement of the curb cuts when the curb and gutter was installed. Councilmember Wendling expressed his opinion that property owners should be allowed to replace/maintain what is in existence today and that any expansion would require a variance.

After further discussion, the consensus of the council was to prepare an amendment to the driveway ordinance allowing driveways encroaching in the required five foot setback to be maintained in their current form without the need for a variance.

#### C. Administrator Reports

Administrator Buchholtz touched on the following topics:

- 1. Primary Election on Tuesday, August 14, 2018.
- 2. Possible sale of land by Prince of Peace Lutheran Church for residential development. City Council's preference was that any development should be single-family residential.
- 3. Enforcement actions at 8355 University Avenue NE.

#### 4. Adjourn

The meeting was adjourned at 7:15 PM.		
Attest:	Cindy Hansen, Mayor	
Daniel R. Buchholtz, Administrator, Clerk/Treasurer		

#### OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the special work session meeting of the Spring Lake Park City Council was held on September 10, 2018 at the Spring Lake Park Community Center, 1301 81st Avenue N.E., at 5:30 P.M.

#### 1. Call to Order

Mayor Hansen called the meeting to order at 5:30 P.M.

#### 2. Roll Call

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

Members Absent: None

Staff Present: Administrator Buchholtz; Engineer Gravel; Peter Allen, Stantec; Public Works

Director Randall

Visitors: Paddy Jones, Ham Lake

#### 3. Agenda

#### A. Local Surface Water Management Plan

City Engineer Phil Gravel presented highlights from the City's Local Surface Water Management Plan (LSWMP). Gravel stated that the LSWMP is required by the Metropolitan Council as part of the Comprehensive Planning Process and is completed in conjunction with the Metropolitan Council's 2040 Water Resource Police Plan. He stated that the draft LSWMP was completed in July 2018 and sent to local agencies for review. He stated that the City's LSWMP was drafted to be consistent with the goals and policies of the Coon Creek Watershed District and Rice Creek Watershed District. He stated that some City ordinances will need to be revised based on the comments received from the watershed districts. He noted that a revised version of the plan will be prepared later this year for City Council adoption.

Peter Allen, Stantec, presented the results of the City's storm water modeling study. He stated that the purpose of the study was to 1) develop an XP Swim model of the City's storm water system, 2) identify problem areas; 3) development concept level possible options for problem areas; and 4) use the study to pursue funding. Mr. Allen stated that the study defined four major problem areas – Terrace Street & 78<sup>th</sup> Avenue; Monroe Street and 83<sup>rd</sup> Avenue; Triangle Park Pond; and Garfield Pond Area (near Arthur Street and 81<sup>st</sup> Avenue) – and identified potential solutions for each area.

Council discussed the storm water modeling study and the possible options for the four problem areas. Staff asked City Council to prioritize the areas to address so that engineering staff can further evaluate each area and develop detailed engineering plans. City Engineer Gravel stated that staff would also work with the watershed districts to determine which projects would be eligible for funding.

No action was taken on the Local Surface Water Management Plan or the Storm Water Study.

#### B. Arthur Street Water Treatment Plant Maintenance

Public Works Director Randall provided an overview of steps to date that have been taken to address the radium

issue at the Arthur Street Water Treatment Plant. He reported that Stantec will be performing a maintenance study on the Arthur Street Water Treatment Plant to develop a capital improvement plan for deferred maintenance, which could include replacing the plant media. He stated that recommendations would be developed for future action by the City Council.

No action was taken on this report.

#### C. Administrator Reports

4. Adjourn

Administrator Buchholtz touched on the following topics:

- 1. Updated PUD Development and Site Plan from Hy-Vee. He stated that the size of the convenience store would be reduced from 8,700 square feet to 5,500 square feet while the size of the grocery store would be increasing from 76,001 square feet to 84,980 square feet. He stated that the building would be within the original setbacks of the PUD and that the new site plan shows adequate parking that complies with the City's parking code. He noted that staff recommends this be considered a minor PUD amendment that can be approved administratively. Consensus of the City Council was that the proposed amendments to the Hy-Vee PUD Development and Site Plan were minor amendments and could be approved administratively.
- 2. Reported that the City closed on its acquisition of the 525 Osborne Road NE property from the North Suburban Hospital District. He stated that staff was currently negotiating a purchase agreement between the City and Interstate Development for the sale of the property.
- 3. Reported that the City closed on its sale of 8059 Highway 65 NE to McClure Properties LLC.
- 4. Provided guidance on the placement of campaign signs in the public rights-of-way.
- 5. Reported that the 3 lots on McKinley Street were sold to Boulder Contracting and a building permit has been issued for one of the lots.

# The meeting was adjourned at 7:08 PM. Cindy Hansen, Mayor Attest: Daniel R. Buchholtz, Administrator, Clerk/Treasurer

#### OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council was held on September 4, 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;

Engineer Gravel; Attorney Thames; Parks and Recreation Director Rygwall;

Administrator Buchholtz and Executive Assistant Gooden

Visitors: Vince Smith, 400 Lund Avenue NE

Colleen Pederson, Spring Lake Park Schools

Rebecca Yang, Dala 1 Inc. Paddy Jones, Ham Lake

#### 3. Pledge of Allegiance

#### 4. Additions or Corrections to Agenda

Councilmember Goodboe-Bisschoff requested that Item 10A., Ordinance 447 Amending Zoning Ordinance Relating to Yards; Setbacks, be tabled until it could be discussed at a Council workshop session. Mayor Hansen reported that a workshop session was scheduled for September 10, 2018. Councilmember Wendling reminded the Council that by tabling the item, a resident who would lose their deposit due the timeline of their application for a driveway variance.

MOTION MADE BY COUNCILMEMBER GOODBOE-BISSCHOFF TO TABLE ITEM 10A ORDINANCE 447 AMENDING ZONING ORDINANCE RELATING TO YARDS; SETBACKS. ROLL CALL VOTE: COUNCILMEMBER NELSON –NAY; WENDLING-NAY; DELFS-NAY AND MAYOR HANSEN-NAY. COUNCILMEMBER GOODBOE-BISSCHOFF- AYE. MOTION FAILED.

Administrator Buchholtz requested that Item 10D. Resolution 18-35 Authorizing Mayor and Administrator, Clerk/Treasurer to Execute Documents Facilitating the Transfer of 525 Osborne Road NE From the North Suburban Hospital District to The City of Spring Lake Park to be added to the agenda.

Administrator Buchholtz requested that Item 10E. Resolution 18-36 Authorizing Mayor and Administrator, Clerk/Treasurers to Execute Documents Facilitating the Transfer of 8059 Highway 65 NE From the City of Spring Lake Park to McClure Properties, LLC.

#### 5. Discussion From The Floor

Vince Smith, 400 Lund Avenue NE, addressed his concerns to the City Council with the proposed Ordinance Amending Zoning Ordinance Relating To Yards; Setbacks. He expressed his frustration with Councilmember Nelson in regards to remarks Nelson made about him at the August 13, 2018 Council Workshop. Councilmember Nelson apologized for those remarks.

Mayor Hansen stated that the driveway situation throughout the City is of concern and very hard for everyone to agree upon. She confirmed that the Council and staff is working hard toward a good solution.

Colleen Pederson, Director of Community Education for Spring Lake Park Schools, provided information on the Panther Foundation 5K and Family Carnival on Saturday, September 29, 2018. She explained the race course through the City and the events that will be held including tours of the district facilities.

#### 6. Consent Agenda:

Mayor Hansen reviewed the following Consent Agenda items:

- A. Approval of Minutes August 20, 2018
- B. Budget to Date (July 31, 2018)
- C. Contractor's Licenses
- D. Sign Permit
- E. Proclamation October Domestic Violence Awareness Month
- F. Third Quarter Billing for 2019 Payable 2020 Property Tax Assessment Ken Tolzmann
- G. Correspondence

Councilmember Goodboe-Bisschoff inquired when the minutes from the Council Work Session on August 13, 2108 would be available. Administrator Buchholtz stated that the minutes will be included on the agenda for the September 17, 2018 meeting.

MOTION BY COUNCILMEMBER WENDLING TO APPROVE THE CONSENT AGENDA. ROLL CALL VOTE: COUNCILMEMBERS NELSON-AYE, WENDLING-AYE, DELFS-AYE AND MAYOR HANSEN-AYE. COUNCILMEMBER GOODBOE-BISSCHOFF- NAY. MOTION CARRIED.

#### 7. Public Works Report

Public Works Director Randall reported that in the month of August, the Public Works Department continued to collect the garbage and recycling at the parks and weed whip at City facilities. He stated that the Department spread fertilizer at all the parks twice and removed a retaining wall at Able Park. He reported that a fence will be added near the site the wall was removed.

Mr. Randall reported that the Department set up and removed barricades for Night To Unite and set up for the Primary Election. He stated that the Department has been working on cleaning out the sewers citywide and continues to paint crosswalks and stop bars.

Mr. Randall reported that a rain garden was created in the back of the Blue Sun Soda shop to help alleviate storm water runoff. Councilmember Goodboe-Bisschoff inquired on the coast to install the rain garden and how much would it cost if a resident wanted to install a garden on their property.

Mr. Randall stated that the rain garden that was installed was less than \$200. He stated that if a rain garden is required to be installed as part of a city construction project, there is usually no fee to the resident. He stated if residents wanted to install a rain garden themselves, the cost would be their responsibility.

#### 8. Code Enforcement Report

Building Official Brainard stated that in August 2018, 19 building permits, 2 fire, 7 zoning, 12 mechanical, 9 plumbing permits were issued for a total of 49 permits compared to a total of 57 in 2017. He reported that the Code Enforcement Department conducted 176 inspections in the month of August.

Mr. Brainard reported construction continues rapidly at the Legends of Spring Lake Park. He stated that the landscaping, sod and sprinkler system is 100% complete. He stated that he continues to conduct final inspections on individual units in both Section A and B, and anticipates completion in late September.

Mr. Brainard reported that he and Inspector Caldwell attended 11 block parties for Night To Unite. He stated that they distributed the Spring Lake Park Frequently Asked Questions handout to residents.

Mr. Brainard reported that the August 2018 vacancy listing shows that there are 11 vacant/foreclosed residential properties currently posted and/or soon posted by the Code Enforcement Department, which is down two from last month. There are two vacant/foreclosed commercial properties, which remains the same from last month; and two residential properties currently occupied and ready for Sheriff Sale redemption, which is up one from last month. He reported that he did not post any abandoned and/or vacant property notices in the month of August. He stated that the department did not issue any administrative offense tickets.

Mr. Brainard reported that he attended the Council meetings on August 6 and 20; Night To Unite on August 7; a Council 2019 Budget Workshop on August 13; the Planning Commission meeting on August 28; a Hy-Vee meet and greet meeting on August 28 and the North Suburban Building Officials meeting on August 28.

#### 9. New Business

#### A. 2018 Well No. 4 and 5 Maintenance Project Bid Results

Engineer Gravel reported that bids were opened for the 2018 Well No. 4 and 5 Maintenance project on August 24, 2018. He reported that three bids were received.

The following summarizes the results of the bids received:

	<u>Contractor</u>	Total Base Bid
Low	Keys Well Drilling Company	\$184,535.00
#2	E.H. Renner & Sons, Inc.	\$185,710.00
#3	Traut Companies	\$260,505.00

Engineer Gravel reported that the low bidder on the project was Keys Well Drilling Company with a Total Base Bid of \$184,535.00. He stated that this compares to the Engineer's Opinion of Probably Costs of \$150,000 to \$200,000. He stated that these bids have been reviewed and found to be in order.

Mr. Gravel stated that if the City Council wishes to award the project to the low bidder, then Keys Well Drilling Company should be awarded the project on the total Total Base Bid Amount of \$184,535.00. He noted that this cost does not include all the repairs, as some of the repairs will need to be completed by an additional

contractor.

Mayor Hansen inquired if Mr. Gravel was comfortable with Keys Well Drilling Company as the contractor. He stated that he was.

MOTION MADE BY MAYOR HANSEN TO APPROVE KEYS WELL DRILLING COMPANY FOR THE 2018 WELL NO. 4 AND 4 MAINTENANCE PROJECT IN THE AMOUNT OF \$184,535.00. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

#### B. Authorization for Carpet Purchase

Administrator Buchholtz reported that staff is seeking approval to purchase carpet for the following rooms at City Hall: Council Chambers A and B, the Council Library and the hallway outside the Police entry. He presented quotes from Jerry's Floor Store and Cap Flooring and Painting, LLC. He stated that two color options are available that best match the existing carpeting. He stated that the areas that are need of replacement are high traffic areas.

The following quotes were presented:

Jerry's Floor Store Mohawk Rule Breaker Color – Nickle \$8,297.06 + 611.91 (tax) = \$8,908.97

Shaw Multiplicity Color Surplus \$9,202.45 + \$678.68 (tax) = \$9,881.13

Cap Flooring & Painting, LLC Mohawk Rule Breaker Color- Nickel \$9,217.175 (tax included)

Shaw Multiplicity Color Surplus \$11,017.75 (tax included)

Administrator Buchholtz stated that staff recommends the Mohawk Rule Breaker (Nickle) from Jerry's Floor Store for the quoted price of \$8,907.97, not to exceed \$10,000. He reported that funds will be used from the Building Maintenance and Renewal Account.

Councilmember Wendling inquired as to when the installation would take place. Administrator Buchholtz stated that installation will take place as soon as possible with little disturbance to scheduled activities or use of the room.

Councilmember Goodboe-Bisschoff inquired how long it has been since the carpeting was replaced. Administrator Buchholtz stated it was over 20 years ago.

Councilmember Delfs inquired if the option of carpet squares was researched for easier replacement in the future if needed. Administrator Buchholtz stated that it was researched however; the replacement is a short-term affordable fix since there could be future renovations to the building within the next 5-10 years.

MOTION MADE BY MAYOR HANSEN TO APPROVE CARPET PURCHASE NOT TO EXCEED \$10,000.00 FROM JERRY'S FLOOR STORE. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

#### C. Triangle Park Gazebo

Parks and Recreation Director Rygwall reported that a gazebo for Triangle Park has been on the Park Improvement Plan for several years. She stated that with the recent sidewalk and lighting improvements to the park, now is the time to consider placing a small gazebo on the east side of the park. She stated that staff

is proposing a 24 foot gazebo which can be used a gathering place and could host small bands for summertime music programs. She noted that it is nearing the end of building season therefore; cement work would need to be done first with installation to occur in November.

September 4, 2018

Ms. Rygwall reported that Game Time is park supplier who operates under state contract. She reported that a quote has been received for 24 foot hexagon gazebo, which includes all materials, concrete and installation for a total of \$54,211.00. She provided preliminary plans and a color chart to the Council. She stated that the Parks and Recreation Committee recommends a white structure with blue roof to compliment the park and surrounding buildings.

Ms. Rygwall stated that staff is requesting to purchase and install a 24 foot gazebo at Triangle Park from Game Time in the amount of \$54,211.00. She stated that funds will be used from the Park Acquisition and Improvement Fund.

Councilmember Nelson inquired on the size of the gazebo at Lakeside Park for comparison to the proposed gazebo. Mr. Randall estimated the size to be 26 feet.

Councilmember Goodboe-Bisschoff inquired as to who would be install the electrical for the gazebo. Ms. Rygwall stated that Aid Electrical would be the contractor as they have installed all the lighting at the park.

MOTION MADE BY COUNCILMEMBER NELSON TO APPROVE PURCHASE AND INSTALLATION OF GAZEBO IN THE AMOUNT OF \$54,211.00 AT TRIANGLE PARK. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

#### D. Approval of On-Sale Intoxicating Liquor License- Dala 1 Inc. – 8407 Plaza Blvd

Administrator Buchholtz reported that the City of Spring Lake Park has received an on-sale intoxicating liquor license form Dala 1 Inc. of Fridley, Minnesota.

Administrator Buchholtz reported that Dala 1 Inc. will operate the property at 8407 Plaza Boulevard as a restaurant/banquet facility. He stated that the restaurant, named Dala, will open on Monday through Thursday from 11 AM to 9 PM. He stated that the restaurant will serve a "New Asian" menu consisting of Thai, Chinese and Hmong food, along with burger and fries. He stated that the use will transition to a banquet facility on Fridays, Saturdays and Sundays, where it will be available for rental. He stated that the hours will be flexible based on the needs of the individuals renting the facility. He reported that liquor will be available for sale throughout the premises.

Administrator Buchholtz reported that the Spring Lake Park City Code Chapter 111 establishes the requirements for issuance of liquor licenses. He stated that the Spring Lake Park Police Department has conducted a thorough background investigation and criminal history check on the applicants. He stated that no issues arose during the background investigation that causes staff significant concern about the applicant. He stated that there was a discrepancy discovered regarding the ownership of the business, but the applicant to the satisfaction of the City corrected that. He stated that staff has determined that the applicant complied with Section 111.17, Restrictions on Issuance, of the Spring Lake Park Code of Ordinance.

Administrator Buchholtz stated that based on the results of the background investigation and criminal history check, staff recommends approval of the on-sale intoxicating liquor license to Dala 1 Inc.

Administrator Buchholtz thanked Chief Ebeltoft and Police Technician Larson for their time and effort that was put into the background investigation process.

September 4, 2018

Councilmember Wendling inquired as to how long it would take to refurbish the property and be open for business. Rebecca Yang, Dala 1 Representative, stated that the period is approximately three to four months before the property will be ready to open and be available for banquets.

Councilmember Nelson inquired if the restaurant would be open if the banquet hall was not rented out for an event. Ms. Yang stated that it would be run as a restaurant if no event was scheduled.

Councilmember Nelson inquired if there would be security staff for during the banquet rental. Ms. Yang stated that security would be on site and they will be working with the Police Department on training requirements.

Building Official Brainard reminded the Council that the building has been unoccupied therefore it has lost its certificate of occupancy and there is no grandfathering of the establishment.

Councilmember Wendling inquired as to what type of liquor licenses will be applied for. Administrator Buchholtz stated that the licenses could include an on-sale liquor license, a Sunday liquor license and possible a 2 AM liquor license. He explained that the applicants wanted to make sure that they were eligible for a liquor license before purchasing the property. He stated that the liquor license issuance can be contingent on securing a Certificate of Occupancy and closing on the property.

MOTION MADE BY MAYOR HANSEN TO APPROVE LIQUOR LICENSE FOR 8407 PLAZA BOULEVARD CONTINGENT ON OBTAINING A CERTIFICATE OF OCCUPANCY AND COMPLETING THE PURCHASE OF THE PROPERTY. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

#### E. Buchanan Street Parking Lot

Administrator Buchholtz reported that over the past several weeks, the City has been attempting to obtain a quote from a contractor for the Buchanan Street Parking Lot improvements. He stated that the City solicited nine contractors for quotes and were able to obtain one quote from Dave Perkins Contracting. He stated that there is a very short window of availability to complete the improvements this fall, which is why staff is seeking authority from the City Council to award the quote.

Administrator Buchholtz reported that Dave Perkins Contracting submitted a bid for \$59,290.50. He stated that this is approximately \$9,000 over the Engineer's estimate. He stated that the Public Works Department will undertake a number of tasks, including stump removal, seeding and topsoil, traffic control and fence salvage that has reduced the cost significantly.

Administrator Buchholtz reported that staff has spoken with Cory McClure, McClure Properties LLC, who stated that he would rather see the parking lot project completed this fall rather than waiting until the spring.

Administrator Buchholtz stated that staff recommends approval of the quote for the parking lot in the amount of \$59,290.50 contingent upon the execution of a long-term parking lot lease with McClure Properties, LLC. He stated that the funds for the project would be taken from the HRA Excess Fund (Fund 227). He stated that the parking lot lease payments would be deposited into the Fund to reimburse the Fund for this expenditure.

Mayor Hansen inquired on the length of the lease. Administrator Buchholtz stated that is a 10 year lease however if the lease was renewed, the revenue would be utilized for economic development purposes.

Councilmember Goodboe-Bisschoff inquired on how the parking lot would be monitored to stop other vehicles from parking in the lot. Administrator Buchholtz stated that it would posted that parking is for mall tenants only and no overnight parking. He stated that it would be up to the owner of the mall to enforce the parking restriction.

Councilmember Goodboe-Bisschoff inquired on the insurance liability for the parking lot and who would be responsible if there was an injury. Administrator Buchholtz stated that the mall would carry the liability insurance and is required to be submitted with the lease agreement to the City.

Councilmember Nelson inquired if the parking lot construction is contingent on the signing of the lease agreement by McClure Properties, LLC. Administrator Buchholtz stated that was correct.

MOTION MADE BY COUNCILMEMBER NELSON TO APPROVE BUCHANAN STREET PARKING LOT QUOTE IN THE AMOUNT OF \$59,290.50. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

#### 10. Ordinances and Resolutions

#### A. Ordinance 447 Amending Zoning Ordinance Relating to Yard; Setbacks

Administrator Buchholtz reported that due the significant number of driveway variances the City has received, particularly for after the fact variances, the City Council has directed staff to present a City Code amendment to the Planning commission. He stated that the proposed amendment makes all driveways in place as of December 1, 2017 (whether legal non-conforming or illegal non-conforming) to be legal non-conforming uses. He stated that those driveways can be continued, through repair, replacement, restoration, maintenance or improvement until such time as the non-conformity or occupancy is discontinued for a period of more than one year or if the non-conformity is destroyed by fire or other peril by an amount greater than 50% and no building permit has been applied for within 180 days of when the property is damaged.

Administrator Buchholtz stated that the December 1, 2017 date is used, as there is aerial photography that was taken in November 2017. He stated that the aerial photography is the basis for determining the legal status of the driveway.

Administrator Buchholtz reported that the Planning Commission held a public hearing on the proposed amendment. He stated that one resident spoke in favor of the proposed amendment, noting that it would result in her not needing a variance to replace her existing driveway. The Planning Commission recommended approval.

Councilmember Goodboe-Bisschoff expressed her opinion that she does not feel that allowing legal nonconforming and illegal non-conforming to be legal non-conforming a good remedy to repair or fix existing driveways. She stated that by having good rapport with the neighbors and homeowners doing their homework on permit requirements there would be a less of a need for the residents to appear before the Planning Commission or City Council.

Administrator Buchholtz stated that with the ordinance amendment in place, residents will be able to rebuild existing driveways as long as there is a permit and not expansion of the driveway. He stated that the ordinance will require the driveway to be narrowed should it cross the property line. He stated that there will be no staff recommendation in the future for a zero lot line setback requests.

MOTION MADE BY COUNCILMEMBER NELSON TO APPROVE ORDINANCE 447 AMENDING ZONING ORDINANCE RELATING TO YARD; SETBACKS. ROLL CALL VOTE: COUNCILMEMBER NELSON-AYE; WENDLING-AYE; DELFS-AYE; MAYOR HANSEN-AYE AND COUNCILMEMBER GOODBOE-BISSCHOFF-NAY. MOTION CARRIED.

#### B. Resolution 18-33, Adopting Proposed 2018 Taxes Collectable in 2019

Administrator Buchholtz reported that the City Council, at its August 13, 2018 workshop, reviewed the proposed 2019 Administrator's budget proposal. He stated that as the preliminary levy is required to be submitted no later than September 30, 2018, it is necessary for the City Council to take action to set the preliminary levy.

Administrator Buchholtz stated that Resolution 18-33 establishes the proposed 2018, pay 2019, tax levy at \$3,435,515. He stated that this is an increase of 4.6% from the 2017, pay 2018, tax levy. He reported that the increase is due to a number of factors including employee salary and benefits, implementation of IT mandates for Police Department, statutory increase in the City's contribution to the PERA Police and Fire pension fund and an increase in the seasonal employee budget for the Code Enforcement Department.

Administrator Buchholtz reported that the resolution sets the date of the annual Truth-in-Taxation public hearing for Monday, December 8, 2018 at 7:00 PM at City Hall.

Administrator Buchholtz stated that the preliminary tax levy establishes the maximum tax levy for 2018, pay 2019. He stated the final tax levy, which will be set on December 18, 2018, can be the same or lower than the preliminary tax levy.

Councilmember Nelson thanked the staff for their hard work of working to be efficient and working within the limits set.

MOTION MADE BY MAYOR HANSEN TO APPROVE RESOLUTION 18-33 ADOPTING PROPOSED 2018 TAXES COLLECTABLE IN 2019. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

#### C. Resolution 18-34 Cancelling Bond Levies 2018-2019

Administrator Buchholtz reported that State Law requires the County Auditor to levy the amount of debt service originally certified unless the City passes a resolution cancelling the levy. He stated that Resolution 18-24 would cancel four debt service levies and reduce a fifth due to the City having funds on-hand to make the debt service payment.

Administrator Buchholtz stated that the following debt service levies would be reduced by the proposed resolution:

<u>Issue</u>	<u>Original</u>	Proposed
2005A GO CIP Bond (SMB Station 3)	\$ 65,784.72	\$0
2013B GO CIP Bond (Public Works Building)	\$ 81,000.00	\$0
2014A GO Improvement Bond (Street Projects)	\$ 227,000.00	\$90,000
2016A GO Capital Note (NMTV cable upgrade)	\$ 13,202.78	\$0
2017A G Equipment Certificate (SBM Equipment)	\$ 248,377.50	\$0

He stated that the following bonds are reduced to a combination of Local Government Aid, Public Utilities funds, Special Assessments, Municipal State Aids funds, and General Fund budget allocations.

MOTION MADE BY COUNCILMEMBER DELFS TO APPROVE RESOLUTION 18-34 CANCELLING BOND LEVIES 2018-2019. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

D. Resolution 18-35 Authorizing Mayor and Administrator, Clerk/Treasurer to Execute Documents Facilitating the Transfer of 525 Osborne Road NE From The North Suburban Hospital District To The City Of Spring Lake Park

MOTION MADE BY COUNCILMEMBER WENDLING TO APPROVE RESOLUTION 18-35 AUTHORIZING MAYOR AND ADMINISTRATOR; CLERK/TREASURES TO EXECUTE DOCUMENTS FACILITATING THE TRANSFER OF 525 OSBORNE ROAD NE FROM THE NORTH SUBURBAN DISTRICT TO THE CITY OF SPRING LAKE PARK. ROLL CALL VOTE: COUNCILMEMBERS NELSON- AYE; WENDLING-AYE; DELFS-AYE; MAYOR HANSEN- AYE; AND COUNCILMEMBER GOODBOE-BISSCHOFF- NAY, MOTION CARRIED.

E. Resolution 18-36 Authorizing Mayor and Administrator, Clerk/Treasurer to Execute Documents Facilitating The Transfer of 8059 Highway 65 NE From the City of Spring Lake Park To McClure Properties LLC

MOTION MADE BY COUNCILMEMBER NELSON TO APPROVE RESOLUTION 18-36 AUTHORIZING MAYOR AND ADMINISTRATOR. CLERK/TREASURER TO EXECUTE DOCUMENTS FACILITATING THE TRANSFER TO 8059 HIGHWAY 65 NE FROM THE CITY OF SPRING LAKE PARK TO MCCLURE PROPERTIES LLC. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

#### 11. Engineer's Report

Engineer Gravel had no new items to report outside of the Engineer's Report that was included in the City Council packet.

#### 12. Attorney's Report

Attorney Thames had no new items to report.

#### 13. Reports

#### A. Beyond the Yellow Ribbon Report

Councilmember Nelson reported that there will be two additional grill nights this fall at Kraus-Hartig VFW. He reported that donations are up for this year compared to last year. He welcomed anyone to volunteer with the Beyond the Yellow Ribbon as they are always in need of volunteers.

#### 14. Other

Mayor Hansen informed the residents that there is a discount option for low-income veterans to take advantage of broadband cable. She suggested that interested parties contact their cable provider.

Councilmember Wendling advised residents to contact the Police Department if they see suspicious people or activity their neighborhood.

#### B. Administrator Reports

Administrator Buchholtz reported that a Joint Powers Agreement has been drafted with Anoka County for the painting of the signal on 85<sup>th</sup> Avenue NE and Highway 65 and 81<sup>st</sup> Avenue NE and Highway 65. He stated that the work will occur in 2019. He reported that a CIP has been drafted for the reconstruction on 81<sup>st</sup> Avenue and County Highway 10. He stated that work will occur in 2021.

Administrator Buchholtz reported that Hy-Vee has started grading work on the site. He reported that he and City staff met with Hy-Vee representatives and discussed timelines for the project.

#### 15. Adjourn

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

The meeting was adjourned at 8:45 P.M.		
Attest:	Cindy Hansen, Mayor	
Daniel R Buchholtz Administrator Clerk/Treasurer		

#### **RESOLUTION NO. 18-37**

## RESOLUTION CERTIFYING DELINQUENT ACCOUNTS ANOKA COUNTY

Fund No. 85277 - Delinquent Utilities Fund No. 85278 - Service Charges Fund No. 85279 - Administrative Fees

WHEREAS, the City Council of the City of Spring Lake Park, Minnesota, by Chapter 50.57 of the Municipal Code of the City of Spring Lake Park, has provided that the uncollected citations, service and (or) utility charges of water and sewer furnished its consumers shall become a lien against the property and be certified annually for the collection of said billings (Exhibit A).

**NOW THEREFORE BE IT RESOLVED**, that the following uncollected service and (or) utility bills are deemed to be delinquent and are hereby determined to be liens against the real estate referred to herein, and that the same shall and is hereby certified to the County Auditor pursuant to Minnesota Statute 444.075, Subdivision 3 and Minnesota Statute 429.101 for the collection of said service, citation and or utility charges along with taxes against property as other taxes are collected.

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 perfember 2018.	passed and adopted this seventeenth day of
ATTEST:	Cindy Hansen, Mayor
Daniel Buchholtz, City Administrator	

#### **Certification of Unpaid Administrative Citations - (Exhibit A)**

PID: 02-30-24-44-0071

**Total Amount to be Certified** 

#### Amount of Unpaid Citations through September 5, 2018:

Citation 1 (#2018-112)	\$ 375.00	(including late charges)
Citation 2 (#2018- 114) double fined	\$ 265.00	(including late charges)
Delinquent Water Bill	\$ 208.76	
Administration Fee	\$ 125.00	

\$ 973.76

## JOINT POWERS AGREEMENT FOR THE SIGNAL PAINTING AT VARIOUS INTERSECTIONS IN THE CITY OF SPRING LAKE PARK, MN

(Project C.P. 17-09-00)

This Agreement made and entered into this \_\_ day of \_\_\_\_\_\_, 2018, by and between the County of Anoka, State of Minnesota, a political subdivision of the State of Minnesota, 2100 Third Avenue North, Anoka, Minnesota, 55303, hereinafter referred to as "County", and The City of Spring Lake Park, 1301 81st Ave NE, Spring Lake Park, MN 55432, hereinafter referred to as the "City".

#### WITNESSETH

WHEREAS, said parties are mutually agreed that the painting of certain signals, as spelled out in Section I. of this agreement, within the City of Spring Lake Park should be done as soon as possible; and,

WHEREAS, the parties to this agreement consider it mutually desirable to repaint signals; and,

WHEREAS, the parties agree that the County shall cause the painting of the signals as part of the 2018, 2019 and 2020 Anoka County Signal Painting Programs; and,

WHEREAS, the Anoka County Highway Department has prepared plans and specifications for Project No. C.P. 17-09-00 which plans and specifications are on file in the office of the County Engineer; and,

WHEREAS, the parties agree that it is in their best interest that the cost of said project be the responsibility of the City of Spring Lake Park; and,

WHEREAS, Minnesota Statute 471.59 authorizes political subdivisions of the State to enter into joint powers agreements for the joint exercise of powers common to each.

NOW, THEREFORE, IT IS MUTUALLY STIPULATED AND AGREED:

#### I. PURPOSE

The parties have joined together for the purpose of painting the traffic signals at the intersections listed below in the City of Spring Lake Park, as described as per the plans and specifications C.P. 17-09-00 on file in the office of the Anoka County Highway Department and incorporated herein by reference:

- 2018 or 2019
  - o TH 65 at 85th Ave
- 2020
  - o TH 65 at 81st Ave

#### II. METHOD

The County shall provide all engineering services and shall cause the construction of Anoka County Project No. C.P. 17-09-00 in conformance with said plans and specifications. The County shall do the calling for all bids and the acceptance of all bid proposals.

#### III. COSTS

The contract costs of the work, or if the work is not contracted, the cost of all labor, materials, normal engineering costs and equipment rental required to complete the work, shall constitute the actual "construction costs" and shall be so referred to herein. "Estimated costs" are good faith projections of the costs, which will be incurred for this project. Actual costs may vary and those will be the costs for which the relevant parties will be responsible. The estimated construction cost of the total project (including County furnished materials) is \$20,000.00. Participation in the construction cost is as follows:

The City shall pay for one hundred percent (100%) of the actual signal painting, at an estimated cost of \$10,000.00/signal system (intersection). The grand total estimated cost to the City for the project is \$20,000.00.

Upon award of the contract, the City shall pay to the County, upon written demand by the County, ninety five percent (95%) of its portion of the cost of the project estimated at \$18,000.00/program year. The City's share of the cost of the project shall include only construction and construction engineering expense and does not include administrative expenses incurred by the County.

Upon final completion of the project, the City's share of the construction cost will be based upon actual construction costs. If necessary, adjustments to the initial ninety five percent (95%) charged will be made in the form of credit or additional charges to the City's share. Also, the remaining five percent (5%) of the City's portion of the construction costs shall be paid.

#### IV. TERM

This Agreement shall continue until terminated as provided hereinafter.

#### V. DISBURSEMENT OF FUNDS

All funds disbursed by the County or City pursuant to this Agreement shall be disbursed by each entity pursuant to the method provided by law.

#### VI. CONTRACTS AND PURCHASES

All contracts let and purchases made pursuant to this Agreement shall be made by the County in conformance to the State laws.

#### VII. STRICT ACCOUNTABILITY

A strict accounting shall be made of all funds and report of all receipts and disbursements shall be made upon request by either party.

#### VIII. TERMINATION

This Agreement may be terminated by either party at any time, with or without cause, upon not less than thirty (30) days written notice delivered by mail or in person to the other party. If notice is delivered by mail, it shall be deemed to be received two (2) days after mailing. Such termination shall not be effective with respect to any solicitation of bids or any purchases of services or goods, which occurred prior to such notice of termination. The City shall pay its pro rata share of costs, which the County incurred prior to such notice of termination.

#### IX. NOTICE

For purposes of delivery of any notices hereunder, the notice shall be effective if delivered to the County Administrator of Anoka County 2100 Third Avenue North, Anoka, Minnesota 55303, on behalf of the County, and The City of Spring Lake Park, 1301 81<sup>st</sup> Ave NE, Spring Lake Park, MN 55432, on behalf of the City.

#### X. INDEMNIFICATION

The City and the County mutually agree to indemnify and hold harmless each other from any claims, losses, costs, expenses or damages resulting from the acts or omissions of the respective officers, agents, or employees relating to activities conducted by either party under this Agreement.

#### XI. ENTIRE AGREEMENT REQUIREMENT OF A WRITING

It is understood and agreed that the entire agreement of the parties is contained herein and that this Agreement supersedes all oral agreements and all negotiations between the parties relating to the subject matter thereof, as well as any previous agreement presently in effect between the parties to the subject matter thereof. Any alterations, variations, or modifications of the provisions of this Agreement shall be valid only when they have been reduced to writing and duly signed by the parties.

#### XII. COUNTERPARTS

This Agreement may be executed in any number of counterparts, each one of which shall be deemed to be an original, but all such counterparts together shall constitute one and the same instrument.

IN WITNESS WHEREOF, the parties of this Agreement have hereunto set their hands on the dates written below:

#### COUNTY OF ANOKA

#### CITY OF SPRING LAKE PARK

D		D	
By: _	Jerry Soma	By: _	Cindy Hansen
	County Administrator		Mayor
	County Administrator		Wayor
Dated:		Dated:	
		<u>_</u>	
RECO	MMENDED FOR APPROVAL:		
By:		Ву: _	
	Douglas W. Fischer, P.E.	-3	Daniel Buchholtz,
	County Engineer		City Administrator
Dated:		Dated:	
	OVED AS TO FORM AND EXECUTION:		
AHIM	OVED AS TO PORM AND EXECUTION.		
_		_	
By: _	D. III'	By:	Y 1 771
	Dan Klint		John Thames,
	Assistant County Attorney		City Attorney
Dated:		Dated:	

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

**Contractor's Licenses** 

September 17, 2018

#### **Mechanical Contractor**

Blue Ox Heating & Air

Dean's Professional

Ridler Heating & Cooling, Inc.

#### **Roofing Contractor**

**Royal Roofing** 

#### Sign Contractor

Albrecht Sign



#### Police Report

#### August 2018

Submitted for Council Meeting September 17, 2018

The Spring Lake Park Police Department responded to five hundred and thirty-six calls for service for the month of August 2018. This is compared to responding to five hundred and eighty- two calls for service for August 2017.

Investigator Baker reports handling a case load of fifty-four cases for the month of August 2018. Forty-six of these cases were felony in nature, five were gross-misdemeanor in nature and three were misdemeanor in nature. Investigator Baker noted that some of the cases that he investigated this month included but were not limited to Domestic Assaults, 1<sup>st</sup>, 3<sup>rd</sup> and 4<sup>th</sup> degree burglaries, terroristic threats and a motor vehicle theft case. Several of these case have been submitted and charged out by the City Attorney's Office and the County Attorney's Office. For further details, see Investigator Bakers 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 administrative office staff are also diligently working on projects regarding records retention issues, suspense issues regarding federal and state mandates bringing the police department closer to a current status and remaining in compliance.

The month of August 2018 has been a busy month for myself as well, besides handling the day to day operations of the police department. I continue to attend meetings on a daily basis representing the City of Spring Lake Park and the Police Department, some of these meetings include but are not limited to the monthly City Council Meetings held here in Spring Lake Park, Nite to Unite block parties, a meeting with the National Child Safety Council Representative Gordy Pietruszewski to kick off the upcoming fund raising event for the National Child Safety Council and the City of Spring Lake Park Police Department, a City Council Budget Workshop for the 2019 Proposed Budget, a quarterly Spring Lake Park Police Department Administrative and entire Police Department staff meeting, a meeting with George Jenson

of the Public Safety Data System to discuss statistical reporting options for our Public Safety Data System and the Spring Lake Park Police Department and I concluded the month by holding a meeting with Colleen Pederson of the Spring Lake Park Independent School District, Director Randall and myself in preparation for the upcoming Spring Lake Park Panther 5k/2k Run/walk event scheduled for September 29, 2018. Ms. Pederson did appear and talk to the Mayor and City Council regarding this upcoming event at our September 4, 2018 council meeting.

This will conclude my report for August 2018.

Are there any questions?



# **Spring Lake Park Police Department Investigations Monthly Report**

## August 2018

## **Total Case Load**

Case Load by Level of Offense: 54

Felony 46
Gross Misdemeanor 5
Misdemeanor 3

### **Case Dispositions:**

County Attorney	8
Juvenile County Attorney	0
City Attorney	2
Forward to Other Agency	0
SLP Liaison	0
Carried Over	39
Unfounded	0
<b>Exceptionally Cleared</b>	0
Closed/Inactive	5

#### **Forfeitures:**

Active Forfeitures 1
Forfeitures Closed 0

#### **Notes:**



## Memorandum

To: Mayor Hansen and Members of the City Council

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

Date: September 11, 2018

Subject: Parking Lot Lease – Buchanan Street

Included with this memorandum is the Parking Lot Lease between the City of Spring Lake Park and McClure Properties LLC. The Lease is for 10 years at an annual lease rate of \$650.00 per month.

The lease calls for the City to maintain the parking lot over the term of the lease, including routine maintenance, snow removal and grass mowing. McClure Properties LLC will carry insurance on the parking lot and will indemnify, defend and hold the City harmless from and against any and all claims associated with the use of the parking lot. In addition, the costs of repair of any extraordinary damage to the parking lot caused as a result of the McClure Properties LLC's use of the property shall be the responsibility of McClure Properties LLC.

If McClure Properties LLC violates the lease and does not cure the default within the 30 day period, the City is able to collect all remaining rent outstanding and all rent scheduled to be due during the remainder of the term of the lease. If the invoice is not paid, the City may assess the tenant's property. This provision provides the City with a security that its investment in the parking lot will be recouped.

The City will install signs restricting parking in the parking lot to those working or visiting the strip mall and limiting parking hours to 6am to 10pm. Enforcement of those parking restrictions is the responsibility of McClure Properties LLC.

The following is a budget for the parking lot project:

	<u>Expense</u>	
\$78,000.00	Construction (Perkins)	\$58,281.00
	Construction (City)	\$ 2,500.00
	Engineering (est)	\$ 3,969.00
	Legal (est)	\$ 1,000.00
	Signage	\$ 750.00
	Fence	\$ 2,500.00
·	City Maintenance	\$ 9,000.00
\$78,000.00		\$78,000.00
		\$78,000.00  Construction (Perkins)  Construction (City)  Engineering (est)  Legal (est)  Signage  Fence  City Maintenance

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

	[space above		C		•	•	•	_ 4	•
1	isnace anove	reserved	TOT	record	uno	int	arm:	ลบากท	
	space accive	10001 104	101	100010		TITY	CLLLI	$u_{U}_{U}_{U}$	Ŀ

#### PARKING LOT LEASE

This Parking Lot Lease is entered into by and between the City of Spring Lake Park, Minnesota, a Minnesota municipal corporation ("Landlord") and McClure Properties, LLC, a Minnesota limited liability company ("Tenant"), and is made as of the last date of execution below and the term contemplated herein shall commence upon the provision of written notice from Landlord to Tenant (the "Commencement Notice") that construction of the contemplated parking lot is complete and parking on the Premises may commence (the "Effective Date"),

Landlord and Tenant, intending to be legally bound, hereby covenant and agree as follows:

- 1.) PREMISES. Landlord is the owner of the real property legally described in EXHIBIT A. ("Landlord's Property"). Tenant owns adjacent real property legally described in EXHIBIT B ("Tenant's Property") and desires to lease a portion of Landlord's Property to provide additional parking for Tenant's Property. Landlord intends to construct a parking lot within Landlord's Property in reliance upon Tenant's promise herein to lease that parking lot upon completion of its construction. Landlord does hereby lease to Tenant, for the term set forth herein and commencing on the Effective Date (the "Term"), and Tenant does hereby lease from Landlord, upon the terms and conditions set forth herein, those certain parking stalls depicted in EXHIBIT C attached hereto (the "Premises").
- 2.) <u>TERM.</u> The obligations of this Lease shall become binding upon Landlord and Tenant from the date of full execution referenced above. The Term of the Lease shall commence on the Effective Date listed above. Rent for the initial month of the Term shall be pro-rated based on the date of the Commencement Notice. Upon commencement of the Term, this Lease shall continue for a period of ten (10) years.

- 3.) **RENT.** During the Term, Tenant shall pay monthly rent to Landlord of Six Hundred Fifty and 00/100 Dollars (\$650.00) per month ("**Rent**"), which shall be payable in advance on the first day of each month during the Term. Tenant shall pay a late fee of twenty-five dollars and 00/100 (\$25.00) if the Rent is not paid within the first ten days of each month of the Term.
- 4.) INSURANCE. Tenant will keep in force at its own expense so long as this Lease remains in effect, public liability insurance with respect to the Premises with companies and in form acceptable to Landlord with minimum limits of One Million and 00/100 Dollars (\$1,000,000.00) on account of bodily injuries or death of one person, and Two Million and 00/100 Dollars (\$2,000,000.00) on account of bodily injuries to or death of more than one person as the result of any one accident or disaster, and property damage insurance with minimum limits of Five Hundred Thousand and 00/100 Dollars (\$500,000.00). Tenant will maintain, in addition to the above policy, an umbrella policy with limits of not less than Two Million and 00/100 Dollars (\$2,000,000.00) during the Term of this Lease. All such insurance shall name the Landlord, its agents, contractors, servants, employees, or licensees as additional insured. Tenant further agrees to promptly furnish to Landlord duplicates of policies or certificates evidencing the required liability and other insurance coverage. The insurance provided for herein shall: (i) not be cancelable except upon thirty (30) days prior written notice to Landlord and any mortgagee of the Premises; and (ii) be written by a good and solvent insurance company or companies acceptable to Landlord, and authorized to do business in the state in which the Premises are situated.
- 5.) <u>CONDITION OF PREMISES</u>. Tenant shall accept delivery of the Premises from Landlord in its "As-Is" condition, with no representations or warranties by Landlord.
- 6.) <u>USE OF PREMISES</u>. Tenant shall use the Premises exclusively for the purpose of parking for the businesses located within Tenant's Property from the hours of 6:00 a.m. through 10:00 p.m. daily, and for no other purpose. Tenant shall not use or occupy the Premises overnight.
- 7.) Tenant shall indemnify, defend and hold harmless Landlord, its agents, INDEMNITY. contractors, servants, employees, or licensees from and against any and all claims by or on behalf of any person or persons, firm or firms, corporation or corporations, arising from the conduct or management of or from any work or thing whatsoever done in, on, or about the Premises, and will further indemnify, defend and hold Landlord its agents, contractors, servants, employees, or licensees harmless against and from any and all claims and liabilities arising during the Term from any condition of the Premises, or arising from any breach or default on the part of Tenant in the performance of any covenant or agreement on the part of Tenant to be performed, pursuant to the terms of this Lease, or arising from any act of negligence of Tenant, or any of its agents, contractors, servants, employees, or licensees, or arising from any accident, injury, or damage whatsoever caused to any person, firm, or corporation during the Term, in or about the Premises, and from and against all costs, reasonable attorneys' fees, expenses, and liabilities incurred in or about any such claim or action or proceeding brought thereon; and in case any action or proceeding is brought against Landlord by reason of any such claim, Tenant, upon notice from Landlord, shall resist or defend such action or proceeding at Tenant's sole expense, by counsel reasonably satisfactory to Landlord. This indemnification is the personal obligation of Tenant and will survive termination of this Lease.
- 8.) **NOTICES.** Any notice, election, request, or other communication herein required or permitted to be given or served shall be delivered to the other party hereto (with receipt obtained therefore), or

mailed by United States certified mail, return receipt requested, postage prepaid, properly addressed to such other party at the following address:

If to Landlord:

The City of Spring Lake Park Attn: City Administrator 1301 81st Ave. NE Spring Lake Park, MN 55432 If to Tenant:

Unless and until changed by notice as herein provided, notices and communications shall be addressed to the above-listed addresses. Each such mailed notice or communication shall be deemed to have been given to, or served upon the party to which addressed, (i) on the date the same is personally delivered or (ii) on the date set forth on the certified receipt. All payments required to be paid to Landlord by this Lease shall be made to Landlord at the address designated above, or as may be hereafter designated.

- 9.) <u>TERMINATION.</u> Landlord may terminate this Lease for any reason upon at least 120 days' written notice to Tenant.
- 10.) VIOLATION OF LEASE. In the event Tenant, or its successors or assigns, violates any of the covenants and agreements herein contained, unless this Agreement specifies a different amount of time, Landlord shall give Tenant 30 days' mailed notice thereof. If such default is not cured within the 30 day period (an "Event of Uncured Default"), Landlord is hereby granted the right and privilege to immediately collect all remaining Rent then outstanding and all Rent scheduled to be due during the remainder of the term of the Lease (collectively "All Remaining Rent"), and declare the contract terminated. The 30 day notice period shall be deemed to run from the date of deposit in the United States mail. Upon an Event of Uncured Default, Landlord shall invoice Tenant for All Remaining Rent. Tenant shall pay said invoice in full within 30 days of deposit in the United States mail. If Tenant fails to remit payment in full as set out herein, Landlord may assess Tenant's Property for the amount owed and Tenant hereby waives any right of appeal to such an assessment, but such waiver is only of any right to appeal such an assessment. The provisions of this section shall survive termination of the Lease.
- 11.) **PROPERTY MAINTENANCE.** Landlord shall be responsible for all routine maintenance on Landlord's Property. This obligation shall include, but is not limited to, snow removal, mowing, and routine surface repairs. The costs of repair of any extraordinary damage to Landlord's Property which is caused as a result of Tenant's use of Landlord's Property shall be the responsibility of Tenant.
- 12.) <u>TAXES.</u> Landlord shall be responsible for any applicable real property taxes on Landlord's Property.

13.) <u>SIGNAGE AND PARKING VIOLATION ENFORCEMENT.</u> Landlord will install parking restriction signage on Landlord's Property. It shall be the responsibility of Tenant to enforce violations of parking restrictions on Landlord's Property.

#### 14.) MISCELLANEOUS.

- (a) Applicable Law. The parties acknowledge that this Lease is subject to the provisions of applicable federal, state and local laws and regulations. Any obligation, duty or provision under this Lease that conflicts with any provision of applicable federal, state or local laws or regulations, is to that extent void. This Lease has been made, and its validity, performance and effect shall be determined, in accordance with the internal laws of the State of Minnesota. Any action to enforce any obligation under this Lease shall be brought in Anoka County, Minnesota.
- (b) Entire Agreement and Modification; Rules and Regulations. This writing contains the entire agreement between the parties, and there are no other terms, obligations, covenants, representations, statements, or conditions, oral or otherwise, of any kind whatsoever. Any agreement hereafter made shall be ineffective to change, modify, discharge, or effect an abandonment of this Lease in whole or in part unless such agreement is in writing and signed by the party against whom enforcement of the change, modification, discharge, or abandonment is sought.
- (c) <u>Waiver</u>. The waiver of either party of a breach or violation of, or failure of either party to enforce any provision of this Lease shall not operate or be construed as a waiver of any subsequent breach or violation or relinquishment of any rights hereunder, and no waiver by Landlord of any provision of this Lease shall be deemed to have been made unless expressed in writing and signed by Landlord.
- (d) <u>Severability</u>. If any part of this Lease or the application thereof to any person or circumstance is, to any extent, invalid or unenforceable under applicable law, the remainder thereof and the application of such terms, provisions, and conditions to persons or circumstances other than those as to whom it is invalid or unenforceable shall not be affected thereby, and this Lease and all the terms, provisions, and conditions hereof shall, in all other respects, continue to be effective and to be complied with to the full extent permitted by law.
- (e) <u>Headings: Exhibits</u>. The headings of sections in this Lease are for convenience only; they form no part of this Lease and shall not affect its interpretation. All schedules, exhibits, addenda, and attachments referred to herein are hereby incorporated in and constitute a part of this Lease.
- (f) <u>Binding Effect</u>. All of the covenants, conditions, and agreements herein contained shall extend to, be binding upon, and inure to the benefit of the parties hereto and their respective heirs, successors, and assigns.
- (g) <u>Relationship</u>. This Lease does not create the relationship of principal and agent or of partnership or joint venture or of any association between Landlord and Tenant, the sole relationship between Landlord and Tenant being that of landlord and tenant.
- (h) <u>Counterparts</u>. This Lease may be executed in two or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

- (i) <u>Attorneys' Fees</u>. In the event that either party seeks enforcement of any obligation under this Lease, the prevailing party in such an action shall be entitled to recover its reasonable attorneys' fees and costs in pursuing or defending against such action.
- (j) <u>Agreement Effect</u>. This Agreement shall be binding upon the present and future owners of Landlord's Property and Tenant's Property and shall run with the land (Landlord's Property and Tenant's Property) and be binding upon and extend to the representatives, heirs, successors and assigns of the parties hereto.
- (k) <u>Assignment</u>. Tenant may not assign any rights or obligations contained within this Lease to a party who is not an owner of Tenant's Property without the consent, in writing, of Landlord. Such consent shall not be unreasonably withheld by Landlord.
- (l) <u>Survival</u>. The provisions of this Lease relating to indemnification from one Party to the other Party, insurance, violation of Lease, and the Miscellaneous section of which this paragraph is a part, shall survive any termination or expiration of this Lease. Additionally, any provisions of this Lease which require performance subsequent to the termination or expiration of this Lease shall also survive such termination or expiration.
- (m) <u>Recording</u>. This Lease shall be recorded with Anoka County and the parties hereto agree to cooperate with the recording process, including but not limited to, re-execution of the Lease with any necessary amendments to the Lease to facilitate recording of the same.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the day and year indicated.

Dated: 9/6/2018	TENANT: MCCLURE PROPERTIES, LLC  By:
4	Its: Manager
STATE OF MINNESOTA )	
COUNTY OF HENNEPIN ) ss.	
The foregoing instrument was acknowledged before	e me this 674 day of cClure the Manager of McClure Properties, LLC.
Notary Public WWW	
· · · · · · · · · · · · · · · · · · ·	ORDON WALKER &
NOTARY PUB	LIC - MINNESOTA 2

### LANDLORD:

### CITY OF SPRING LAKE PARK

Dated:	By:
Dated:	By: Its: Administrator, Clerk/Treasurer
STATE OF MINNESOTA )	
COUNTY OF ANOKA )	SS.
	cknowledged before me thisday of, 2018, by Cindy niel Buchholtz, the City Administrator, Clerk/Treasurer of the City of
Notary Public	

### THIS INSTRUMENT WAS DRAFTED BY:

John J. Thames, Esq. CARSON, CLELLAND & SCHREDER 6300 Shingle Creek Parkway, Suite 305 Minneapolis, MN 55430 763-561-2800

### **EXHIBIT A**

### Landlord's Property

The South 165 feet of Lot 1 Block 1 Elgin Heights 2<sup>nd</sup> Addition, subject to easement of record, Anoka County, Minnesota.

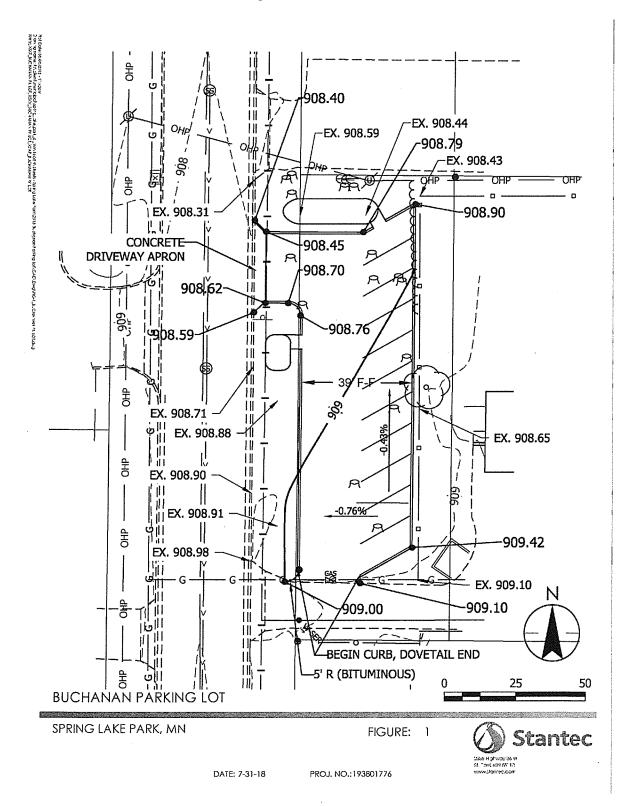
### EXHIBIT B

### Tenant's Property

Lots 1, 2, 8 and 9, Block 2, Elgin Heights 2<sup>nd</sup> Addition, Anoka County, Minnesota

### **EXHIBIT C**

### Diagram of the Premises:



### Memorandum

To: Mayor and City Council

From: Terry Randall, Public Works Director; Marian Rygwall, Parks & Recreation Director

Date: September 6, 2018

Re: Triangle Park Gazebo installation including footings

The gazebo has been ordered and in approximately ten weeks it should be ready for installation. When we first planned on purchasing the gazebo, the Public Works Department felt they could do the installation. However, their schedule was so full, they didn't have the time to add additional projects. In speaking with the Public Works Director, he would prefer to have Game Time install the gazebo footings. He reviewed their quote of \$5,542.00 for footing installation, which was listed as an option on the installation quote approved by council, and felt it was reasonable.

Therefore, we will need to add the cost of the footings for Game Time to install. Please find attached an updated quote for installation from Game Time which includes the footings for a total installation cost of \$25,393.00 to come from the Park Acquisition and Improvement Fund.

Please let us know if you have any questions regarding this project.

Thank you.



Consultant: Harlan Lehman

Minnesota / Wisconsin Playground 5101 Highway 55, Suite 6000 Golden Valley, Minnesota 55422 Ph. 800-622-5425 | 763-546-7787 Fax 763-546-5050 | harlan@mnwiplay.com

QUOTE #22749

09/06/2018

Ship To Zip: 55432

### Shelter 24' Hex D9264H - Installation Only

City of Spring Lake Park Attn: Marian Rygwall 1301 81st Avenue NE Spring Lake Park, MN 556

Spring Lake Park, MN 55432

Phone: 763-792-7231 Fax: 763-792-7257

mrygwall@ci.spring-lake-park.mn.us

	gonoping inne pe			
HALLES THE THE PARTY OF THE PAR	y Part#	Description	Unit Price	Amount
1	INSTALL	Cedar Forest Products - Lump Sum - Installation of above ground work for base unit installation less line intem options - Base unit includes: All steel frame work Multi Rib 24 gauge roof, trim and edge molding	\$8,215.00	\$8,215.00
1	INSTALL	Cedar Forest Products - 2 Tier Option - Installation for the 2 Tier add on.	\$1,436.00	\$1,436.00
1	INSTALL	Cedar Forest Products - Cupola option - Installation add on	\$230.00	\$230.00
1	INSTALL	Cedar Forest Products - Handrail Option - Installation for 5 hanrails add on	\$287.00	\$287.00
1	INSTALL	Cedar Forest Products - Lattice Option - Installation for 10 lattice add on	\$517.00	\$517.00
1	INSTALL	Cedar Forest Products - Standing Seam Option - Installation for Standing Seam over and above the multi rib in base unit cost	\$573.00	\$573.00
1	INSTALL	Cedar Forest Products - Tongue and Groove Option - Installation of add on sub roof	\$1,791.00	\$1,791.00
1	INSTALL	Cedar Forest Products - Disposal - Off site disposal of packaging and drayage materials.	\$380.00	\$380.00
1	Lump Sum	GameTime - 676 SF of concrete pad, 4" thick - <u>Does NOT include</u>	\$6,422.00	\$6,422.00
		Add'l SF per concrete 6.60 per SF Sand base .50 per SF Excavation/stockpile \$30/cu yd Disposal of soils \$500 per 7 cu yds	· ·	
1	Lump Sum	Install - (6) 30" x 4' deep concrete footings with rebar	\$5,542.00	\$5,542.00





### Memorandum

To: Mayor Hansen and Members of the City Council

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

Date: September 12, 2018

Subject: Public Storage Building Permit

On April 2, 2018, the City Council granted conditional site plan approval to Public Storage for the construction of a 3-story climate controlled storage facility on their property at 7807 Highway 65 NE. One of the conditions of site plan approval was for Public Storage to submit a formal plat for the property. We received a call from Public Storage informing us that they will not be able to record the plat in a timeframe that would allow them to begin construction this Fall. They have asked us for some flexibility in this requirement.

To accommodate this request, staff has developed the attached Agreement for Conditional Approval of Building Permit. Under this agreement, staff would be able to grant the building permit. If Public Storage does not file the plat within 180 days, the City has the right to withhold the "Certificate of Occupancy" for the property, meaning the property owner cannot use the property until the plat is filed. Public Storage can request one 90 day extension of this requirement, but the City has sole discretion on whether to grant the extension.

Staff believes that this is a reasonable accommodation to keep the project on track while protecting the City's interests. Staff recommends approval of the agreement.

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

### AGREEMENT FOR CONDITIONAL APPROVAL OF BUILDING PERMIT

This Agreement (the "Agreement") is entered into between PS LPT Properties Investors, a Maryland real estate investment trust, on behalf of itself and Secure Mini Storage Limited Partnership, a Minnesota limited partnership (collectively "Public Storage") and the City of Spring Lake Park, a Minnesota Municipal corporation ("City").

### **RECITALS**

**WHEREAS**, Public Storage is the owner of the property located at 7807 Highway 65 NE, Spring Lake Park, Minnesota, legally described as:

The South 455.0 feet of Lot 7, Auditor's Subdivision No. 124, Anoka County, Minnesota, lying East of the easterly right-of-way line of State Trunk Highway 65 and lying West of the East 480.0 feet, and excepting therefrom the South 320.0 feet of the West 295.0 feet of said Lot 7, subject to easement of record

(the "Subject Property"); and

**WHEREAS,** on April 2, 2018, via Resolution 18-10, the City conditionally approved Public Storage's site plan application for the construction of a new indoor climate-controlled storage facility on the Subject Property; and

**WHEREAS**, one of the conditions of that approval required Public Storage to submit a formal plat for the Subject Property, as a part of the development; and

**WHEREAS,** on July 2, 2018, via Resolution 18-21, the City approved Public Storage's application for preliminary and final plat approval of Public Storage SLP First Addition on the Subject Property, subject to several conditions; and

**WHEREAS**, Public Storage has not yet recorded the final plat for the Subject Property as it has become aware of a mortgage of record on the Subject Property and must secure mortgagee consent to the recording or satisfy the mortgage, a process that Public Storage believes will take several months; and

**WHEREAS,** Public Storage desires to commence construction of the new facility during the fall of 2018; and

**WHEREAS**, it is the City's policy to require final plat recording prior to review and issuance of a building permit to ensure satisfaction of this requirement; and

**WHEREAS,** if all other requirements of a building permit are satisfied, the City is willing to conditionally approve a building permit for the Subject Property prior to the recording of the final plat, subject to the additional permit condition that the final plat for the Subject Property be

recorded with Anoka County and proof of the same furnished to the City within six months of the City's execution of this Agreement and conditioned upon Public Storage's acknowledgement and agreement that the conditions of the building permit shall not be deemed to have been satisfied and no certificate of occupancy shall be issued unless and until the final plat for the Subject Property is recorded and proof of the same provided to the City and all other requirements of the permit and certificate are met; and

**WHEREAS**, the City would not be willing to issue a building permit to Public Storage prior to recording of the final plat on the Subject Property, absent the mutual execution of this Agreement; and

**WHEREAS**, Public Storage is willing to reimburse the City for all reasonable costs incurred by the City in preparing and approving this Agreement.

### **NOW, THEREFORE,** the parties hereto agree as follows:

- 1. The City agrees to issue a building permit to Public Storage for construction on the Subject Property, in compliance with the previously approved site plan, prior to the recording of the final plat on the Subject Property, on the following conditions:
  - 1) Public Storage shall record the final plat on the Subject Property and provide proof of the same to the City within 180 days of the City's execution of this Agreement, however, this deadline may be extended by up to 90 additional days, in the City's sole discretion, upon a written request from Public Storage; and
  - 2) Public Storage complies with and fully satisfies all other requirements of the applicable building permit, the previously approved site plan, and the City's conditions of final plat approval; and
  - 3) Public Storage complies with all other terms of this Agreement.
- 2. Public Storage acknowledges and agrees that the conditions of the building permit contemplated in paragraph 1 shall not be deemed to have been satisfied, and no certificate of occupancy shall be issued, unless and until the final plat for the Subject Property is recorded and proof of the same provided to the City and all other requirements of the permit and certificate are met. Public Storage specifically acknowledges the City's authority to withhold a certificate of occupancy until these conditions are satisfied and specifically waives any right to challenge a City decision not to issue a certificate of occupancy based on Public's Storage's failure to record the final plat for the Subject Property, as required herein.
- 3. Public Storage shall post an escrow with the City in the amount of \$1,000.00 to cover the City's costs in preparing and approving this Agreement. From this

- escrow, the City shall reimburse itself for any such costs incurred and thereafter return the balance to Public Storage.
- 4. The above recitals are made a part of this Agreement as if fully set forth in this section.
- 5. Public Storage agrees to pay all costs, including reasonable attorneys' fees, incurred by the City in the enforcement of the terms of this Agreement.
- 6. The undersigned signatories each represent and warrant that they are authorized to execute this Agreement and bind their respective entities to the terms of this Agreement. The signatory below for PS LPT Properties Investors specifically represents and warrants that he/she is fully authorized to bind Public Storage to all terms of this Agreement.
- 7. Public Storage and the City agree that any action to enforce the terms of this Agreement shall be brought in Anoka County, Minnesota.

### SUBJECT PROPERTY OWNER, ON BEHALF OF PUBLIC STORAGE

PS LPT Properties Investors,	CITY OF SPRING LAKE PARK,
A Maryland real estate investment trust	A Minnesota municipal corporation
BY:	
PRINT:	Daniel Buchholtz
ITS: General Partner	City Administrator, Clerk/Treasurer
Date	Date:



### City of Spring Lake Park Engineer's Project Status Report

To: Council Members and Staff Re: Status Report for 9.17.18 Meeting

From: Phil Gravel 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 10<sup>th</sup>. The LSWMP will be updated based on comments received from the various review agencies.

### 2018 Sanitary Sewer Lining Project (193804547).

This project includes sewer lining in the northeast area of the city. *Initial sewer cleaning and televising work has been completed. Lining work will begin in October.* 

### 2017-2018 Street Seal Coat Project (193803783).

The 2018 work has been substantially completed. Waiting for billing quantity information from Contractor.

**Wells 4 and 5 (193804554):** Contractor is Keys Well Drilling. Preconstruction Conference was held on Sept. 17<sup>th</sup>. The construction schedule calls for autumn work on Well 4 and early winter work on Well 5.

**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.* 

**Buchanan Street Parking Lot:** Staff is working on the idea of possibly construction a small parking lot on the city owned lot on Buchanan Street south of 81<sup>st</sup> Avenue. *Quote from Dave Perkins Contracting was approved on September 4<sup>th</sup>. Work has started. Paving should be completed by October 1<sup>st</sup>.* 

**Bituminous Trail Maintenance (Osborne Rd. and Central Avenue):** The public works staff has prepared the trails and swept them. The slurry seal work will begin this week.

### Other issues/projects.

Dominium Project. A new site walkthrough inspection will be completed this month the review remaining site improvement work including street patching.

Hy-Vee Project. Site grading plan has been reviewed and approved by public works/engineering. Site utility plans still need to be approved prior to starting any site utility work.

Public Storage Project. Plat has been approved. Developer is in the process of obtaining site a permit from the Rice Creek Watershed District.

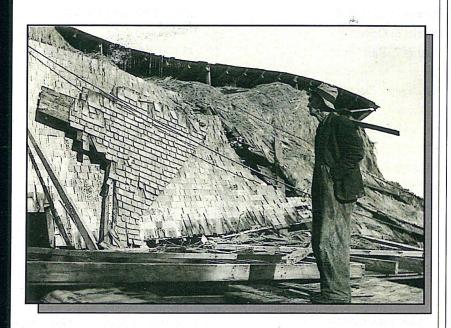
Feel free to contact Harlan Olson, Phil Carlson, Jim Engfer, Mark Rolfs, Marc Janovec, Peter Allen, or me if you have any questions or require any additional information.



### **CORRESPONDENCE**



### correspondence



# ISTORY 21

Volume 48 No.5 September-October 2018

One, two, skip a few, twenty, **Twenty-One**AnokaCountyHistory.org

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

### **Board of Directors**

District 1: Al Pearson

District 2: Bill Nelson

District 3: Orville Lindquist

District 4: Lotus Hubbard (Vice-Pres.)

District 5: Richard Oxley

District 6: Open

District 7: Bart Ward

At-Large A: Steve Florman (Treasurer)

At-Large B: Dennis Berg (President)

At-Large C: Mike Scott

At-Large D: Johannes Allert

At-Large E: Jim Rootes

At-Large F: Paul Pierce

At-Large G: Shelly Peterson (Secretary)

At-Large H: Mary Nolan

County Commissioner Liaison:

Jim Kordiak

#### Staff

Rebecca Ebnet-Mavencamp

(Executive Director)

Sara Given (Volunteer Coordinator)

Audra Hilse (Archivist & Administrator)

Carol Dordan (Office Staff)

Don Johnson (Office Staff)

Karen Rieks (Office Staff)

### **Table of Contents:**

- 3 Letters from the ACHS President and Director
- 4 Harvey Greenberg
- 8 Collections Corner: Lou Paulson's Nowthen Collection
- 9 New Faces at ACHS
- 10 ACHS Around Town
- 12 Volunteer World: Look what you did!
- 13 2 Minute History Library
- 13 Ghost Tours are Here Again
- 14 Thank You to Our Supporters
- 15 Upcoming Events

Front Cover: Extension Service Annual Report, 1942

Caption: "Frank Gilligan, St. Francis Township, was one of the several Farmers hit in the severe wind storm which swept central Minnesota in mid-September. The Extension Service sponsored a meeting at St. Francis following the storm to assist farmers with wind resistant construction."

Object ID#: AG100.1942.31

### From the President

To achieve the quality we want for our veterans during the Veterans Voice documentation project, we are gearing up for a major fundraising event. As we get organized and word begins to spread, we have already received positive feedback from early donors and military families.

The Anoka County Historical Society has maintained a military gallery as part of the museum exhibit hall since 2001. During this time, we have documented major conflicts including WWI, Vietnam, the Civil War, and WWII in detail so our community can better understand the relationship between veterans and civilians. These projects have typically included gathering oral history stories, conducting research, producing publications and small-scale videos, while also fabricating the gallery exhibit.

The Veterans Voice project takes the ACHS commitment to military history into the modern era by focusing on those who served since the Gulf War. Together donors, staff, volunteers, and veterans will recount the many facets of this 30-year story involving dramatic changes in communication, home front life, children, and the community of Anoka County.

By engaging veteran families to bring their story public using physical, virtual, and digital means, the Veterans Voice project will amplify their influence with the public. Too often historians wait for memories to grow old and cold before collecting them, thus risking the integrity of the content. Veterans Voice will allow for the education of Anoka County residents and the preservation of ideas while the content remains relatable.

The largest, and most innovative, portion of this endeavor lies in producing a half-hour documentary in partnership with Twin Cities Public Television (TPT), discussing the deployment of the 34th Red Bull Infantry Division as it occurs.

Dennis Berg, ACHS President



### From the Director

It's the time of year where we look at the calendar and think. "Wow...we'll do that in December!" We had a whirlwind July with programming and outreach opportunities, paused for a breath, and are now falling headlong into the Ghost Tour season. This side of public history, the one where we see the faces light up with wonder or excitement mirrored back to us in

shining eyes and enthusiastic stories, reminds us why we "do history" in the first place. Whether it was a child looking through a stereoscope at the County Fair or an adult recounting their youth during a Home and Garden Tour, we facilitate connections. And those connections ensure

history stays relevant and active to our community and members.

Rebecca Ebnet-Mavencamp, Executive Director



# In Memory Harvey Greenberg

Harvey Greenberg joined the Anoka County Board of Directors in 2009 and served until his term ended this year. A resident of Nowthen, Harvey passed away on August 5, only three weeks after making one final visit to the museum. Known for his love of history, storytelling abilities, and warm heart, Harvey impacted many lives at ACHS and throughout his community. We would like to extend our condolences to the Greenberg family, as well as our gratitude, for sharing Harvey with us.

The following are recollections of Harvey Greenberg ACHS collected in an oral interview on January 16, 2004 by Linda Cameron at Greenberg Implement Company, Nowthen, MN.

Well, I just kind of fell into it [becoming a farm implement dealer]. We – my folks -- started the business, and I was six years old when we came here, and I always wanted my dad to sell tractors. And after World War II, that became a reality in 1946, when we started selling farm equipment. I guess I've been here ever since, other than my military time.

This garage, which is 40 X 60, was built by my dad... with the help of his capable

wife, Edith, my
mother, and they
built it in 1938, when
I was seven years
old. They moved in
and the building was
poured cement
walls... they used
cement forms before
they had cement
blocks, and I still
have the forms that



Greenberg's first garage, dated 1938 (Object ID: 2056.1.9)

was used to make the building back here. I just kind of was in grade school. Used to be in here every night working with my dad, and just kind of grew into it.

We originally didn't sell cars until 1953 when we started selling Hudson cars, which, when Hudson and Nash merged, it became American Motors, and we sold Ramblers and we sold them quite well, here.

First of all, we were [located] on 5<sup>th</sup> Avenue South [in Anoka]— the building where Ray Chase had been. He had purchased it from Don Odegaard, and then we left that spot, and built a new place west of Anoka on Highway 10 in about '64, I believe it was.

Basically, my dad did so much repairs that that's, at the end, he cared more about the shop mostly. My brother, Donald, who was seven years older than me, is really the one that got the farm machinery started back in '46, after he got through with World War II. He was a pilot in the Navy. And that's when we started selling Olivers, in 1946-47.

In 1948, we sold Gale. And then in '53, we got the Hudsons. About 1960, we sold New Idea. And 1971, we took on International Harvester. [Over the years] costs have really risen. When my dad started this place in 1938, in the building and the five acres and the home, which had no plumbing or anything, he had \$5,000 invested. But they didn't count their labor. He took the summer off to build along with his contractors. And now, we can't hardly look at any tractor that's on the farm; he's gotta start out by \$60,000, but to average that we sell most of them is right around \$100,000 apiece.

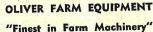
Now there's leasing. Leasing has really gotten going the last five or 10 years. Leasing is really popular. However, with the tax incentives there are out right now for accelerated depreciation, etc., purchasing is seemingly back ontrack again.

### L.C. What changes have you seen in farming in Anoka County during your years in business and how have those changes affected your business?

It seems as though when I was young, when the school buses would go down the road and stop at every farm and pick up 3-4 kids – it might be 80 acres, it might be 120.

GI	REENBERG
	OLIVE
	NOWTHEN

### GREENBERG'S GARAGE





PHONE: Elk River 9-R-11

Cook's 1958 Anoka County Minnesota Directory and Buyers Guide.

And it seems like there's been a constant pressure for everyone had to get big and get more efficient; it was the push, the pressure. And it seems like that push is still on. If it keeps on like it is, there'll be one farm left in the United States.

I don't know why we have to keep pressuring this way. Why we can't just, say, level off and everybody have a better handle on it. It's just getting so big. And so much pressure upon the farmers. It's taken it's toll. It fluctuates, though. ... And we've been doing business for over 50 years.

### L.C. Did your grandparents farm in Anoka County, also?

My Grandpa Greenberg was two miles north of Nowthen, and that's where my dad had his first shop from the 20's up till '38. And my Grandpa Skogquist, who is — would be great grandpa to the mayor of Anoka [Bjorn Skogquist], is just northeast of Nowthen about three miles.

[I grew up on a farm for] the first six years, but I grew up in this house right along the building, here ... My dad never farmed. But he helped my grandpa farm, but they—my grandpa, had horses, because they kept them longer than normal because that was something for them. Otherwise, my cousins and other people didn't really think we needed horses, [be]cause we had the tractors.

But, basically, the farmer has always wanted to farm, and that's what they do ... I mean if somebody took me and told me to go start working in a drug store, and hand

out prescriptions, I mean, I just absolutely would be devastated.

There's a lot of knowledge to it. I had an old farmer neighbor, once, who told me "you gotta know your business, even if you're running a peanut roaster," and I used to let that go in one ear and out the other. The older I get, the more meaning that has.

And there are really a lot of sharp



Accession #: 2014.1418

young farmers out here, who hang onto what their dad told them. And they're catching on with this technology.

### L.C. Can you share any good stories about your experiences in business? What has been the most rewarding thing for you as an implement dealer?

Well, I guess the satisfaction that we've had a handle on providing food and fiber for the community and for the nation. There's satisfaction in that. I guess the most rewarding things is, over the years, and I'm 72 now, and we've had some people that have been, as I mentioned earlier, loyal to us. I've had some — I think I have a neighbor down the road that's 20 years older than me, and when I used to be with my dad at age 7, my dad told me, "That man is the most honest man you're gonna ever know." And I'll have to say, after these 60 years, my neighbor had been a real mentor to me, in his honesty, and I've never seen him ever come in here and trying to chisel us out of anything. He just always did and he was very loyal to us. Everything he had on wheels on the farm, the cars, the tractors, everything came from here. Now he's 92, and he was a real mentor of my life, actually. A neighbor. And just doing business over the phone, a handshake — which you can't shake hands over the phone, but you just understand each other. And basically, the trust back and forth with people and just having done business with decent people over the years has been rewarding in itself.

I'll never forget my uncle. He was never for anything new until it was well- proven. And I used to go visit him, and I'd tell him that we'd got all this stuff that saves so much time, and if he had it, he could save so much time. Later in his life, he told me, he says, "You know all that time that you're saving? What are you doing with it?" I said, "I don't know." And he says, "Every time I see you, you're in more of a hurry than were the last time I saw you. So I don't think all those ideas are working," he says. "I think you'd better find another plan."

I thought about it, [be] cause we find ourselves getting something going, and that requires more pressure, and we just keep on getting — it gets more and more requirements all the time, so I think maybe from back when everything was real hard to do, and now when it's real easy, maybe halfway in between was about right.

### COLLECTIONS CORNER

Audra Hilse, ACHS Archivist



If you live in the city of Nowthen or the surrounding parts of the county, you are probably familiar with the name of Lou Paulson. A life-long resident of that city, Lou wanted to make sure that Nowthen (or Burns Township) history was preserved and recorded. Even though she passed

away in 2011, the legacy she created for Nowthen continues. Her book on the area, *Nowthen Then and Now*, published first by DeForest Press in 1997 and republished in 2007, remains an excellent resource for many, including those of us at ACHS.

History books do not write themselves overnight, however, and not all information and stories can fit into a single volume. As all good historians do, Lou spent many years collecting stories, photographs, and information about her hometown. Her children preserved these documents and photographs and in 2016, the family chose to donate them to the Historical Society. The collection is now processed, which ensures its accessibility to anyone else interested in doing research on Nowthen history.

## CACOLLECTIVE

### **New Museum Software**

Over the past several months, ACHS has worked to transfer all the information about our museum collections into a new software,

called CollectiveAccess. Our previous software, PastPerfect, had become outdated and the new CollectiveAccess has many upgraded features and options. With the transition complete, we continue to learning the new system, but have already seen its benefits. Before the end of the year, a public-facing website ought to go live, making the ACHS collections fully available online.

The whole project was spearheaded by the Minnesota Alliance of Local History Museums (MALHM), using Legacy grant money from the Arts and Cultural Heritage Fund. The goal of the project was to create a useful museum software, including a public-facing collections website, available to all Minnesota history organizations. We feel privileged to have helped with this effort by being a pilot site for the project.

Lou collected photographs ranging from images of the Hare family (Jim Hare is credited with being the reason the post office in Burns Township was named the Nowthen Post Office), to modern photographs of Nowthen businesses and the Nowthen Threshing Show. While we have identified some duplicates within the ACHS collections, many proved unique additions to the archives. Lou also collected many different kinds of documents related to the city of Nowthen. including newspaper articles, items created by local churches, businesses, and schools, and some records of nearby areas, such as St. Francis. In addition to the things she collected, Lou also kept copious notes in the course of writing her book. These thoughts, collected stories, and reminders are preserved with the other papers, making it not a "Nowthen Collection," but "Lou Paulson's Nowthen Collection."

A transcript of our Century Farm interview with Lou Paulson is available on our website, while the full entries for this collection will hopefully be available online before the end of the year.



### Call for Cotton Sheets

We once again need clean, white

cotton sheets to cover larger items in our Collections Storage area. If you have used sheets you no longer need, we will gladly take them! There are more new faces at the History Center! Karen is our new staff member with bookkeeping skills and Cindy comes to ACHS through a partnership with Anoka County. Both are amazing additions to the ACHS team. Meet them here, or drop by to say hello!



Welcome Karen!
I have been an
ACHS
volunteer for
years. As an
avid antique
collector, I

appreciate the efforts of what the ACHS does in our community to preserve and share that history.

I am thrilled to now be a small part of the team.

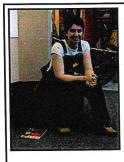
### Welcome Cindy!

Hi! I am excited to be working here and have the opportunity to learn of and explore the



history of Anoka County. Libraries and museums have always been of special interest to me. I look forward to all the exciting activities at ACHS!

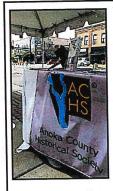
### ACHS AROUND TOWN



### Anoka Riverfest

July 14
In keeping with our recent
Riverfest tradition, we opened new exhibits—the
Kline Sanitarium

and the Suburban Garage! Over 300 people visited the museum to view prescription bottles and wrenches while reminiscing about memories the artifacts evoked. ACHS staff and volunteers mingled with visitors, served root beer floats, answered questions about Anoka County history, and staffed our usual Riverfest booth on Jackson Street.



### **DA Sidewalk Sale**

July 19-21
We had the privilege of partnering with
Discover Anoka and
Chema Malu to
enjoy the passers-by
during this special
event. We chatted
about the Veterans

Voice project, ghost tours, and the new additions to our exhibit hall. The curious stopped to peer into a stereoscope and the enthusiastic regaled us with legacy stories from their families. We'll admit, we wandered over to the food trucks on Saturday after our shift, however...!

### **Anoka Home and Garden Tour**



On July 15, over 250 people explored the beauty and history of Anoka on our 15th Home & Garden Tour. The day's sunshine illuminated beautiful gardens, ingenious interior decorating schemes, and many smiles from tour-goers throughout the day.

### Fridley Home and Garden Tour

July 22

In our first (and now hopefully, annual) home tour through the ramblers of Fridley, we met some fantastic new friends and volunteers. The Star Tribune featured the event on the front page in a discussion about the historic significance of these special homes. We would like to thank our partners: the City of Fridley, the Fridley Historical Society, and the Anoka County Library system for their work and welcome!





**Anoka County Fair** July 24-29

Volunteers and staff welcomed old and new friends at the Farmhouse. Visitors chatted about history, enjoyed playing old games, and learned about the many facets of ACHS and the local history that lives all around us.



### **Nowthen Threshing Show**

August 17-19

Candy, pickles and tractors, oh my! Volunteers traveled back to the 1920s in our General Store. A steady stream of kids popped in with their crumpled dollar bills and made difficult candy decisions as they tried to purchase the perfect combination of sweets.



I wanted to take time in this issue to give a big THANK YOU!!!!! to all the volunteers who helped out at the history center and/or the various events we organized this summer. We logged our busiest summer yet. With Riverfest, the Anoka Home and Garden Tour, Fridley Home and Garden Tour, six days of the Anoka County Fair, three days of Anoka sidewalk sale, and three days of the Nowthen Threshing Show on top of all the time given by volunteers on a regular basis at the History Center,

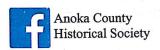
volunteers gave a record 1,784 hours of help from July 1 to August 19. That is the equivalent of six full time people working steadily for seven weeks. My mind is BLOWN AWAY by that amazing fact. There is no way we could have done it without your help. You help prove, with each of the 107,040 minutes you gave, that history is about more than dates, musty papers, and old stuff—it is about the people who lived here and those who are ambassadors for preserving our stories while creating history right now. (And that's you!) It may only seem like a second to you,

but when we add all our seconds together, we suddenly have 6,422,400 seconds-and by golly, that is something.

Volunteer Coordinator Sara@AnokaCountyHistory.org

Keep up with the Fun at ACHS!

Don't wait another two months to discover what the ACHS is up to. Find us on Facebook, Instagram, and Twitter. We share photographs and artifacts from the collections, updates about upcoming programs, and a behind the scenes look at antics around the History Center.



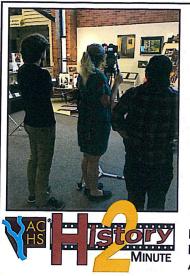


AnokaCoHistory



AnokaCoHistory

Sara Given



### 2 Minute History Episodes

- World War II
- Garage of the Past
- Kline Sanitarium
- Anoka County Schools

### HENNEPIN TECHNICAL COLLEGE INTERNS ROCK THE SUMMER!

Our three interns from Hennepin Technical College put in long hours as part of their summer class. With the direction and mentorship of their professor Rich Oxley, also an ACHS board member, the students spent seven weeks, three days a week, at the History Center creating videos showcasing the history and events here.

We will miss their focus and creativity as they set up cameras and lights, or searched out a quiet nook (harder on some days than others) to record voiceovers for the next episode.

Their videos reached thousands through the ACHS Facebook page. If you missed any episodes, the full library can be reached from our website:

AnokaCountyHistory.org/2-minute-history/

- Jon Arfstrom
- Anoka County Housing Boom
- Anoka Riverfest, 2018
- Anoka Home and Garden Tour, 2018

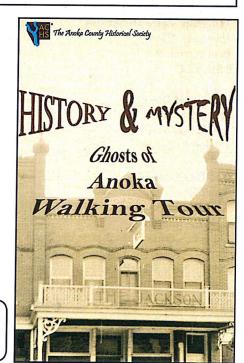
### **GHOST TOURS ARE HERE!**

It's that time of year again! Head on out with a friend (or two or three) on a Ghost Tour this September or October.

Stories abound in Anoka of odd happenings and eerie encounters. Our costumed tour guides will take you on a walk through historic neighborhoods of Anoka, sharing stories of the past along the way.

Sixty percent history, 40 percent folklore; these stories are just part of the fun you will experience on your Ghosts of Anoka tour!

Tickets: \$9
Available at AnokaCountyHistory.org



### THANK YOU TO OUR SUPPORTERS All lists are current to August 15, 2018

#### **General Donations**

Mel & Kathy Aanerud Jody Anderson Artists Del Norte, Inc. Gregory & Jackie Bortnem Dave Burns Mary Dawson Janet Galvin Bruce & Karen Gengnagel Megan Y. Hedberg Ardys Hoogestraat DeeDee Lieder

Judith O'Connor Shelly Peterson Lynne & Terry Rickert Vickie Ryan

Laura Schnoor Twin Cities Chapter of Sisters in Crime, LLC

Al & Dawn Springer Sharon Steinwall Julienne Wyckoff

### **Veterans Voice Donations**

Johannes Allert Paul Pierce III PSD, LLC

#### **Memorial Donations**

Helen Dawson Lewis Peterson Evelyn Redman

#### **Artifact Donors**

Janet Moore Marlys Talbot Chanel Hayford Daniel S. Ward

#### **ACHS New Members**

Betty Ann Addison Ramona Carlson Peter & Angela DeLong Susan Fair

Gary & Christina Gorham Dan & Shirley Gourde Jerome & Sharon Granger Jennefer Hanson Courtney Jones Rebekah Judisch Nancy Lambert **Edward Lancello** Warren & Lilly Olson Glen & Connie VanHulzen Kevin Waller Jamie & Lucas Wilson

### **ACHS Sustaining Members**

Northeast Bank Rita Warpeha

### **ACHS Business Members**

Anoka Dental Anoka Knights of Columbus Council 2018 Bachman's Floral Home and Garden The BIG White House City of Columbia Heights Coon Rapids Historical Commission Fifth Avenue Dental Hawaii Nail Spa Nowthen Historical Power Association Pierce Motel

Pierce Refrigeration **Peterson Shoes** Plants & Things Terry Overacker Plumbing Ticknor Hill Bed & Breakfast Tomco Company Twin City Staffing

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

Tuesday 10 a.m.—8 p.m. Wednesday-Friday 10 a.m.—5 p.m. Saturday 10 a.m.— 4 p.m.

### **ACHS Board Meetings**

Second Thursday of each month. 6 p.m. at the Anoka History Center Open to membership and the public.

### Anoka County Genealogical Society Meeting

Meetings held at the Anoka County History Center. Email questions or suggestions to acgsmn@yahoo.com

### **Ghosts of Anoka Walking Tours**

Various dates and times in September and October Tickets: \$9—available at AnokaCountyHistory.org

### **Creating History from Facts**

Sept 22, 10 a.m.—Lino Lakes City Hall

#### **Parlor Games**

October 6, 10:30 a.m.—Rum River North Park Shelter

### **Virtual Ghost Tour**

October 10, 6 p.m.—Ramsey City Hall Registration: cityoframsey.com/ParkEvents

### History of Columbia Heights & Hilltop

October 13, 1 p.m.—Columbia Heights Library

### Museum in a Box: WWI

November 8, 2 p.m.—Ramsey City Hall Registration: cityoframsey.com/ParkEvents

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



To those members, volunteers, friends, and neighbors who are no longer with us -you will be missed.

Harvey Greenberg 1932-2018

Cindy Jorgenrud 1950-2018

Kenneth Berghorst 1927-2018

Spring Lake Park, MN 55432

City of Spring Lake Park 1301 - 81st Avenue NE

NON PROFIT ORG. U.S. POSTAGE

**PAID** 

ANOKA, MINN. PERMIT No. 19

2135 Third Avenue North Anoka, MN 55303 (763) 421-0600 AnokaCountyHistory.org

AC Anoka County HS Historical Society

TURN SERVICE REQUESTED

### Wastewater charge up 3.5%, SAC stays flat

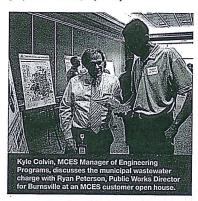
The overall municipal wastewater charge to the 109 communities served by the Metropolitan Council's regional wastewater collection and treatment system will go up 3.5% in 2019. The sewer availability charge, paid by properties hooking up to the system for the first time expanding their demand on the system, will remain the same for the fifth year in a row.

The Council approved the 2019 wastewater rates and charges in July, providing communities adequate time to set their 2019 budgets. The regional wastewater system is funded by user fees; no tax dollars are involved

The municipal wastewater charge is a wholesale charge to each community, based on that community's metered share of the overall flow into the regional system. Communities, in turn, calculate their local costs and charge their residents accordingly.

Data from the National Association of Clean Water Agencies show that residents in the Twin Cities metro region pay between 35% and 40% less for their wastewater services than residents of other metro areas with similarly-sized regional systems.

For the Council's industrial customers, the industrial strength charge and industrial discharge permit fee will go up 3.4% and 3.5%, respectively.



### Council expands small business opportunities

The Metropolitan Council will soon be doing more business with small companies owned by people with disabilities, women, veterans and minorities. The Council voted in August to expand the Metropolitan Council Underutilized Business (MCUB) program, which will add almost 1,000 small businesses to the pool of companies

Currently, the Council works with over 1,800 disadvantaged and underutilized businesses. By expanding its criteria to include other certifications recognized by the State and other regional governments, the Council will increase the number of businesses it

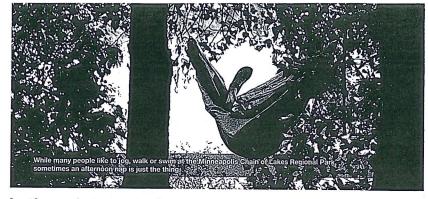
The vote also creates a "sheltered market," which will allow the businesses to compete exclusively with one another for contracts for goods and services ranging from office supplies to technical work like architecture and engineering. Those contracts range in size from \$5,000 to \$100,000.

Businesses in the MCUB program will receive training on how to do business with the government and bid effectively. They are then allowed to compete in the sheltered market for contracts. Businesses are graduated from the program after they have received three contracts or \$200,000 worth of business. whichever comes first.

The region's changing demographics are evidence of the need to reach out to a more diverse group of vendors, said Council Chair Alene Tchourumoff. Today, 26 percent of the region's population is people of color; by 2040, that number will be 40 percent.

"The companies we do business with should be representative of the people in our region," said Tchourumoff.





### Let's make our regional parks even better



Alene Tchourumoff FROM THE CHAIR

Hiking across scenic prairies, enjoying a swim on a hot summer day, cycling on an urban trail - these are just some of the many reasons our regional park system saw more than 58 million visits in 2017. That's a new

record - and it's twice the number of annual visits to Yellowstone, Yosemite, and the Grand Canyon combined.

The Minnesota Legislature charged the Metropolitan Council with acquiring land for regional parks and funding their development more than 50 years ago. Today, we continue to work closely with the cities, counties and individual park boards who own and operate those parks.

Lebanon Hills Regional Park in Dakota County and Silverwood Park in St. Anthony are just two examples of the special places that draw people from across the metro and the state. Each

park is unique, offering a different look at the beauty, ecological diversity and cultural heritage of the Twin Cities

Regional parks preserve natural resources and provide recreational and educational opportunities to our residents. They support our quality of

I believe we can do even better as we move forward. Every four years the Council updates the region's parks policy plan. Right now, we are taking input on the next update, and we will hold a public hearing on the draft update on September 17.

The 2040 Regional Parks Policy Plan includes policies and strategies for maintaining and enhancing our parks and a system plan to guide decision-making. It also includes a five-year capital improvement program

The feedback from our partner agencies and the people who visit and use our parks is an important part of the process as we move forward. Visit metrocouncil.org to learn more about

the parks plan update or to comment. We hope to hear from you soon.

#### Comment on the parks plan update

In July, the Council approved a draft update of the 2040 Regional Parks Policy Plan. Residents of the seven-county metro area on the plan.

The Council will host a public hearing on Monday, Sept. 17, at 4 p.m., in the Council Chambers at 390 Robert Street N.

Public comment will be accepted through Thursday, Sept. 27 at 5 p.m. via mail, email (public.info@metc.state.mn.us) or by phone at 651-602-1500.



### Metro Plant may add solids processing capacity

In October, the Council is scheduled to consider approval of a facility plan to add a fourth wastewater solids incinerator at the Metropolitan Wastewater Treatment Plant on the Mississippi River in Saint Paul.

Currently, three incinerators process solids removed from wastewater at the region's largest treatment plant. But the facility needs more solids processing capacity, and adding an incinerator is the most cost-effective and sustainable alternative to meet the region's wastewater treatment needs. It will have the lowest community impact and will improve the reliability of the regional wastewater treatment

The incinerators all include equipment to recover energy to help heat and power the plant and to control air pollution. The fourth incinerator would cost about half of what other solids processing alternatives cost to construct, build and maintain. It would also recover enough energy to save \$2.5 million per year in electricity and natural gas purchases that otherwise would be passed on to customers in the form of wastewater fees.

The new incinerator would continue the plant's exceptional track record on environmental compliance by restricting air emissions to levels that are well below federal permit standards set in 2010 for new incinerators.

The Metro Plant treats 180 million gallons of wastewater every day for 66 communities and processes 850 wet tons of solids every day for 73 communities. Throughout this spring and summer, Council staff have met with environmental and neighborhood organizations, local and county government officials, and regulatory agencies seeking feedback on the proposed project. The Council held a public hearing on the project in late August.

Construction on the fourth incinerator would occur from 2021 to 2024, with renewal on the existing incinerators from 2025 to 2027. The total cost of the project is estimated at



Preserve Existing Wastewater Treatment Plant Infrastructure

Planned renewal projects will require extended downtime of the existing incinerators.



Serve Regional Population Growth

500,000 new residents in the Metro Plant service area in the Twin Cities by 2050.

The fourth incinerator will ensure processing capacity during maintenance and serve the growing population

### New fareboxes expected to speed up boardings

Metro Transit is testing new fareboxes that should help speed up boardings, marking the first advancement in farebox technology in 25 years.

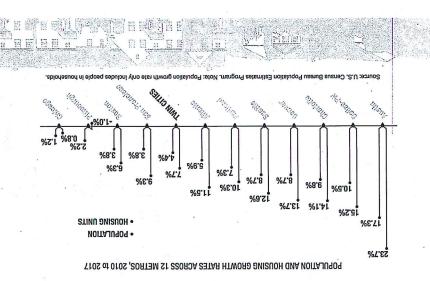
The new fareboxes allow customers to swipe transfer tickets like a credit card, instead of feeding them into a machine. While preventative maintenance has helped keep the older fareboxes running, jams can cause delays or even force a bus to be taken out of service.

The new fareboxes can also automatically scan and validate bills and feature a larger and brighter screen.

Installation across the fleet will occur as funding allows. The new machines will be included on all new buses. Tickets will be accepted by both farebox types during the transition.

A quarter of all bus customers purchase fares with cash.





"Healihy" vecancy rates—often cited as 5%—mean housing costs largely follow 7%—mean housing costs largely follow rapidly rising costs. With a rental vacancy rate times faster than it they followed inflation alnos 2010. This amounts to about \$155 alnos 2010. This amounts to about \$155 more per month, on average.

Our region's housing production has not kept pace with population growth, resulting in a housing production shortfall behind only San Francisco and Atlanta. Recent data show the region's housing production is on the upswing, but raising the vacancy rate—4.0% in RO18—to hoselthy levels will require a substantial increase in production.

regions' average.

The seven-county region's population is nearing 3.1 million. We've added almost 226,000 residents since 2010, an increase of 7.9%. This is slightly lower then our peer

Population growth outpaces

78 8 3487

Council expands opportunities for small businesses Successful program gives disadvantaged businesses a boost.

Metro Plant may get expanded solids processing capacity Fourth incinerator is the most cost-effective, sustainable alternative.

From the Chair: Let's make our parks even better We're updating our regional parks policies, and we want your input.



SEPTEMBER - OCTOBER 2018

PRESORTED STANDARD U.S. POSTAGE PAID TWIN CITIES, MN PERMIT NO. 1610

# NELKO OPLINE NEWS

#### **NEWS BRIEFS**

MOA Transit Center renovation underway. Construction has started on a \$25 million renovation of the Mall of America Transit Center. The goal is to provide a safer, more efficient and more enjoyable experience for customers. The transit hub, now 25 years old, sees more than 5,600 boardings each day. Project completion is expected in 2019.

Council hires new 0E0 director. Cyrenthia Jordan is the new Director of the Office of Equal Opportunity at the Council. Jordan brings a wealth of experience and expertise to the role, including 11 years of compliance and worker protection in the public sector and 6 years as a licensed attorney. She was most recently Director of Equal Opportunity and Title IX at Minnesota State University, Mankato.

D Line station plan approved. In July, the Council approved locations for 40 stations along the 18.2-mile D Line, a planned rapid bus line that will link the Brooklyn Center Transt Center and the Mall of America. Pending full funding of the \$75 million project, construction would begin in 2020.

Regional park visits reach all-time high. The official number of visits to regional parks and trails in the seven-county metro area reached 58.3 million in 2017. The regional system includes 55 regional parks and park reserves, totaling more than 54,000 acres, nearly 400 miles of interconnected trails, and 8 special recreation features.

Metropolitan Council Chair: Alene Tchourumoff
Members: Katle Rodriguez (District 1); Lona Schreiber (2); Jennifer Munt (3);
Deb Barber (4); Steve Elkins (5); Gall Dorfman (6); Gary L. Cunnlingham (7);
Cara Letofsky (8); Edward Reynoso (9); Marie McCarthy (10);
Sandy Rummel (11); Harry Melander (12); Richard Kramer (13);
Jon Commers (14); Steven T. Chávez (15); Wendy Wulff (15).

Regional Administrator: Wes Koolstra Editor, Jeanne Landkamer General Offices: 651-602-1000 | (651-291-0904 TTY) 390 N. Robert St. | St. Paul; MN 55101 e-mail: public.lindometc.state.mn.us Web site: metrocouncil.org

This publication is available in alternative formats upon request.

Printed on paper containing 100 percent post-consumer and alternative fibers.

PRINTED WITH SOY INK

### Council's new Regional Parks Ambassador hopes to 'bring parks to the people'



Whether planting trees, trading popsicles for feedback on city plans, or creating an "Emotional Warming Hut," the Metropolitan Council's new Parks Ambassador has brought people together in creative ways.

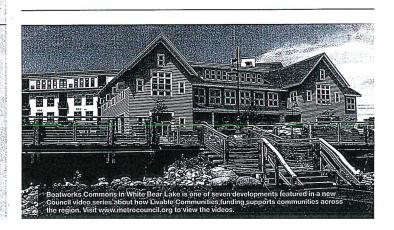
Amanda Lovelee is an artist by trade. She has many years of public engagement experience as well as bona fides in planning and project management.

Lovelee started her new journey in July by making the rounds of regional parks leaders and park implementing agency staff. She'll continue meeting with community members and park staff through the fall to gather input about what people want and need in our regional parks.

"I love living in a region that has both a rich arts community and an amazing parks system," Lovelee said. "I am excited about a job centered on the idea of bringing parks to people with a focus on equity: Making sure everyone has access and feels welcome in one of our region's amazing assets, nature."

The position was born out of the 2040 Regional Parks Policy Plan, first adopted in 2015 to help fulfill one of the Council's primary parks strategies: "Strengthen equitable usage of regional parks and tralis among all residents, across race, ethnicity, income and ability."

Before coming to the Council, Lovelee worked for six years as the City Artist for Saint Paul. She had many successes, but she is most proud of Pop Up Meeting. The project transformed a city vehicle into a popsicle truck that brought the City to the people and gathered feedback on planning projects in exchange for a locally made popsicle.





blaine centerville circle pines ham lake lexington lino lakes spring lake park

### **Video Production**









Municipal Producer, Trevor Scholl, completed four projects in August, including Blue Heron Days projects, Night to Unite, and two local garden stories. Programs were also produced by Ben Hayle, Danika Peterson, T.J. Tronson, and Jeremy Millington. Trevor reaches out to City officials and department contacts, every month, regarding potential programming for the channels. City staff and elected officials are encouraged to contact Trevor with any ideas or requests for programming.

### August Completed Videos/Playing on City Channels & Internet

Title	Producer	Runtime
Blue Heron Days Preview	Trevor Scholl	00:04:00
Night to Unite	Trevor Scholl	00:03:26
Waldoch Farm Garden Tours	Trevor Scholl	00:03:17
Blaine Community Gardens	Trevor Scholl	00:06:15
Minnesota Soda Festival at Blue Sun Soda Shop	Danika Peterson	00:04:50
Centennial Library Closes for Remodel	Danika Peterson/Ben Hayle	00:03:47
Lexington Redevelopment Project	Ben Hayle	00:02:58
Blue Heron Days Parade	Kenton Kipp/Jeremy Millington	00:51:52
Blue Heron Days Parade From the Inside	T.J. Tronson	00:02:50
Anoka County Board Meeting (8/14/18)	T.J. Tronson	00:23:18
Anoka County Board Meeting (8/28/18)	T.J. Tronson	00:19:34

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

- · Ham Lake senior dance day
- · Talking with Centennial Police regarding several videos
- · Business profile on Urban Air Adventure Park
- · Scheduling more Mayor's Minutes
- · Circle Pines City promo
- · Lino Lakes organics recycling
- · Open to Business, each Cities involvement
- Arranging interviews with each City's economic developer about Open to Business

### **Equipment Consulting/Technical Support**



#### **Blaine**

- · No equipment consulting was necessary.
- · Centerville
- 8/31/18: Audio not displaying on the left channel. Fixed the problem in th Adui9o Processor Card in dashboard by duplicating channel 1 audio onto channel 2 so viewers at home can at least hear the audio out of their right speaker. Notified Tightrope as this is a temporary fix.

### **Circle Pines**

- 8/28/18: Talked with Z Systems regarding upgrade. Should happen the last week of October.
- 8/31/18: Low channel audio. Restarted the Carousel that was causing the low audio. Still a little low, so boosted it using the Audio Processor Card in dashboard. Boosted the levels by +12db and it sounds much better.

### Ham Lake

· No equipment consulting was necessary.

### Lexington

· No equipment consulting was necessary.

### Lino Lakes

• 8/1/18: Rusty Ray emailed with questions about the set-up and signal transmission. Michele went over the signal path and they performed a test to verify everything was tested, working, and understood.

### **Spring Lake Park**

· No equipment consulting was necessary.

### **All Cities**

- 8/6/18: Due to the loss of internet the Makito X devices stopped transmitting feeds from Cities. All feeds returned to normal.
- 8/13/18: All City Carousel units went down. Restarted all of them. Called Tightrope to report.
- 8/20/18: After Tightrope repaired the Carousels they required data updating. Ran the update scripts, shutting off the automatic updates that interfere with the broadcast on TV. Went in and reset all the display adapters to get them all to match and appropriately air on the channels.
- 8/28/18: Restart Carousels. File naming structures may be problematic. Tightrope recommends not using any special characters when naming files. Files are being renamed with no special characters.

### Master Control









Programming Coordinator, Michele Silvester, along with help from Eric Houston, Tarkor Zehn, and Trevor Scholl, is responsible for processing and scheduling the programming on the City channels. There are three categories of programs that are scheduled on the City channels; live and replayed meetings, NMTV staff created video content, and informational graphics pages. All categories of programming must be encoded, scheduled, and entered into the Tightrope playback system or entered into the Carousel video files.

As each live meeting is being recorded at City Hall, it is routed to the North Metro TV head-end and then sent out over the cable system live. At the same time it is also encoded on a server for future playbacks. The following meetings were processed in August:

Title	Producer	Runtime
Blaine City Council Meeting (8/2/18)	Blaine Staff	01:33:38
Blaine Planning Commission Meeting (8/15/18)	Blaine Staff	01:06:57
Blaine City Council Meeting (8/16/18)	Blaine Staff	01:28:13
Blaine Natural Resources Conservation Board Meeting (8/21/18)	Blaine Staff	00:21:053
Blaine Park Board Meeting (8/28/18)	Blaine Staff	00:51:28
Centerville City Council Meeting (8/8/18)	Centerville Staff	01:35:04
Centerville City Council Meeting (8/22/18)	Centerville Staff	01:02:47
Circle Pines City Council Meeting (8/15/18)	Circle Pines Staff	00:24:10
Circle Pines Utility Commission Meeting (8/15/18)	Circle Pines Staff	00:55:43
Circle Pines City Council Meeting (8/28/18)	Circle Pines Staff	00:05:47
Ham Lake City Council Meeting (8/6/18)	Ham Lake Staff	01:00:36
Ham Lake Planning Commission Meeting (8/13/18)	Ham Lake Staff	00:33:05
Ham Lake City Council Meeting (8/20/18)	Ham Lake Staff	00:38:15
Ham Lake Planning Commission Meeting (8/27/18)	Ham Lake Staff	00:30:00
Lexington City Council Meeting (8/2/18)	Lexington Staff	01:18:14
Lexington City Council Meeting (8/16/18)	Lexington Staff	00:38:08
Lino Lakes Environmental Board Meeting (8/1/18)	Lino Lakes Staff	01:14:14
Lino Lakes Planning & Zoning Meeting (8/8/18)	Lino Lakes Staff	01:26:13
Lino Lakes City Council Meeting (8/13/18)	Lino Lakes Staff	00:16:05
Lino Lakes City Council Meeting (8/27/18)	Lino Lakes Staff	00:22:42
Spring Lake Park City Council Meeting (8/6/18)	Spring Lake Park Staff	02:14:15
Spring Lake Park City Council Meeting (8/20/18)	Spring Lake Park Staff	00:48:44
Spring Lake Park Planning Commission Meeting (8/27/18)	Spring Lake Park Staff	00:34:05
23 New Programs		21:00:16 New Hours

Meetings are scheduled for replay based on schedules requested by each City. Additional longer-length video programming produced by NMTV staff is also scheduled on the channels. With the arrival of the Carousel units, shorter-length videos and promos are loaded onto those devices, rather than being scheduled as separate playbacks. The short

videos cycle through, with graphics pages, and play on the channels whenever a scheduled program is not playing. Depending on whether a City selected the split screen or full screen Carousel option, the shorter videos are cycling 24 hours a day. The table below outlines how many times a longer-length video program was entered into the Tightrope system, and played back on each City channel.

City	Number of Times Programs Played	Hours Programmed on Channel
Blaine	232	249:30:20
Centerville	52	56:41:30
Circle Pines	151	69:28:53
Ham Lake	107	98:43:00
Lexington	103	94:12:30
Lino Lakes	103	80:36:18
Spring Lake Park	161	190:43:08
Totals:	988 Program Playbacks	623:42:42 Hours of Video Programming on Channels

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

#### **Blaine**

Transcoded and uploaded 1 video to Carousel.

#### Centerville

Transcoded and uploaded 1 video to Carousel.

#### **Circle Pines**

- Transcoded and uploaded 1 video to Carousel.
- Put all August meetings on hard drive for City
- Captured meeting from VHS tape and edited out duration of a closed session before re-uploading the corrected video

#### Ham Lake

Transcoded and uploaded 1 video to Carousel.

#### Lexington

• Transcoded and uploaded 1 video to Carousel.

#### Lino Lakes

• Transcoded and uploaded 4 videos to Carousel.

#### **Spring Lake Park**

- Transcoded and uploaded 1 video to Carousel.
- · Created 2 bulletins for Carousel.
- · Removed 2016-2017 meetings from VOD

#### **City Channel Signal Monitoring**

#### **Blaine**

· No channel signal problems.

#### Centerville

• Noted audio problems with channel 2. Made temporary fix. Checking with Tightrope for permanent fix.

#### **Circle Pines**

· Low channel audio. Carousel issue. Working with Tightrope on permanent fix.

#### Ham Lake

· No channel signal problems.

#### Lexington

· No channel signal problems.

#### Lino Lakes

· No channel signal problems.

#### **Spring Lake Park**

· No channel signal problems.

#### Meetings on Demand









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

#### Blaine

5 meetings bookmarked and placed on VOD.

#### Centerville

· 2 meeting placed on VOD.

#### **Circle Pines**

· 3 meetings bookmarked and placed on VOD.

#### Ham Lake

4 meetings bookmarked and placed on VOD.

#### Lexington

2 meetings placed on VOD.

#### Lino Lakes

4 meetings bookmarked and placed on VOD.

#### **Spring Lake Park**

3 meeting bookmarked and placed on VOD

#### Administrative



The issues dealt with in August include finalizing the municipal drone policy and procedures for employees and the draft ordinance for Cities, considering CenturyLink franchise compliance issues, and keeping up with "exciting" small cell wireless deployment developments.

#### **Drone Policies and Procedures**

- · Received final drone policies and procedures.
- · Reviewed policies and reporting procedures with NMTV drone operator.
- · Asked Legal Counsel questions regarding policies.

#### **CenturyLink Franchise Compliance Issues**

- Reviewed memo prepared by Legal Counsel outlining probable CenturyLink franchise violations due to the decision to stop promoting the Prism TV product.
- · Spoke with Legal Counsel regarding next steps.
- Will include recommendation to issue Notice of Franchise Violation in the September meeting packets.

#### **Small Cell Wireless Deployment**

- Reviewed FCC Declaratory Ruling to Preempt Moratoria on Telecommunications Applications and rules regarding small cell infrastructure deployment.
- Received questions from Commission Member Dale Stoesz regarding local impacts of rulings. Spoke with Legal Counsel regarding same and supplied answer. Because of recent MN legislation regarding small cell deployment there should be little or no new impact from the FCC rulings on Member Cities.
- Investigated whether any Member City has had a permit request for small cell infrastructure installation. None have.
- Forwarded information to Legal Counsel to use as evidence in a letter to the FCC to show that preemption of local government is proving ineffective to spur the rollout of 5G in our communities.
- · Reviewed and approved draft letter to the FCC.

#### Miscellaneous

- Spoke with Dale Stoesz regarding Woodbury government programming and how the City obtains its video. Did some research to find the answers. Also gave a tour of NMTV to the operations manager of the Southwest Counties Cable Commission of which Woodbury is a part. Turns out she lives in Circle Pines.
- Mediated a Blaine subscriber complaint with Comcast regarding equipment failure, customer service, and billing. Issues resolved.
- · Coordinated staff participation in the Lino Lakes Blue Heron Days parade.
- · Spoke with Clark Arneson regarding Ben Hayle.
- · Read industry articles.

# North Metro TV

#### August 2018 Update

#### Program Production

In August, a total of **92 new programs** were produced utilizing the North Metro facilities, funds, and services. This constitutes **65:00:00** hours of new programming.

- 37 programs were produced by the public
- 32 programs were produced by NMTV staff
- · 22 programs were produced by City staff



#### Van Shoots

The HD truck was used for **11:45:00** hours of production. Events produced live and recorded for additional playbacks include:

- Lino Lakes Blue Heron Days Parade
- Football: Irondale vs. Spring Lake Park



#### Workshops

Workshop	Instructor	Organization	Students
Editing	Eric Houston	General Public	13
Camera	Eric Houston	General Public	1
Camera	Eric Houston	General Public	2
Gilligan's Island Lecture	Eric Houston	Edgewood Senior Living	13
Early Film Treasures	Eric Houston	Anoka County History	12
Lecture		Center	
Studio	Eric Houston	General Public	3
Camera	Eric Houston	General Public	2
James Bond Lecture	Eric Houston	Edgewood Senior Living	17
Intro to NMTV	Eric Houston	General Public	1
Movie Night - The	Eric Houston	Video Club	7
Magnificent Ambersons			
10 Workshops			71 Students

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

Month	Hours Transferred	Tapes	Film Reels	DVDs	Photos/ Slides	Fees Paid
January	201.75	57	122	20	409	\$1,159.00
February	120.5	41	53	15	1,164	\$780.00
March	167.5	64	0	74	237	\$381.00
April	128.00	52	53	17	781	\$195.00
May	59.00	29	18	9	0	\$460.00
June	133.75	45	36	31	475	\$354.00
July	166.5	27	54	28	230	\$200.00
August	224.5	64	11	62	649	\$1,157.00
TOTAL:	1,073.50	379	347	256	3,945	\$4,686.00

#### Public Usage Stats

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

Month	Unique Individuals	Total Usage Hours
January	111	460
February	112	685.25
March	117	552.25
April	47	295.5
May	103	409.25
June	116	556.75
July	101	513.25
August	106	612.75
TOTAL PUBLIC USAGE:		4,085.00

#### Production Highlights

#### NMTV News Highlights

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

- · Battle of the Badges Blood Drive
- · Freezing Away the Pain
- · Night to Unite
- Perry Wins Last 3M Championship
- · Blue Heron Days
- · Blaine is Ready for Voters
- · Celebrating the Last 3M Championship
- · Major Development Project in Lexington
- 105th Avenue Construction Complete



In addition to daily playbacks of North Metro TV News on the cable systems, there are over 515 local stories archived for viewers on the NMTV YouTube page. The page can be accessed through the northmetrotv.com website.

#### Farewell to Ben

NMTV News Producer, Ben Hayle, will be leaving his job after 13 years of employment. He was recently hired as the Communications Coordinator for the City of Blaine. This is a newly created position at the City. While we are all happy for the excellent opportunity for Ben, he will be sorely missed. The one bright side is that, as the Communications Coordinator for Blaine, we will still get to work with him often. The search for his replacement has begun. Resumes are due in mid-September and we hope to have someone on board by early October. Unfortunately this will impact our usual election related coverage. We will do as much as we can, but Ben's political knowledge and on-camera moderating was an integral part of our program.

#### Drone Service Gears Up

Special Events Coordinator and Commercial Drone Operator, T.J. Tronson had some time this month to create some publicity videos for the NMTV drone service. Two promos with service and contact information were linked to NMTV website, played on the channels, and are also posted to the NMTV YouTube and FaceBook pages. The promos highlight the various flights T.J. has recorded and list the services we can provide. As a reminder, all of the commercial



services we provide are available to the Member Cities at no cost. Lino Lakes took advantage of this service in August with a request for aerial shots of the City for their website. Cable Commission Legal Counsel recently completed Drone Usage Policies for staff and we are incorporating the policies and reporting requirements into our services.

#### Lectures On Location

It was another big month for our on-location lecture series. Instructor, Eric Houston, presented his Gilligan's Island: Behind the Scenes of the Three Hour Tour and James Bond: 50 Years of 007, at Edgewood Senior Living. The residents seem to enjoy the classes and Eric has been asked to return for two more classes next month. He also presented his Early Film Treasures: 1888-1896 lecture at the Anoka County History Center. They were also pleased with the presentation and have asked Eric back to present a class in December. He is now putting together two new lectures. The first is called Movie Dictionary, which will present definitions of movie terms, like gaffer, along with fun clips, and a class focusing on monster moview that he hopes to have ready for the Halloween season.



#### Blue Heron Days Celebration

North Metro TV wrapped up its summer festival season with coverage of the Llno Lakes Blue Heron Days events.

Municipal Producer, Trevor Scholl created a short video previewing the event, the News Department produced a story on the event, the Sports

Department recorded the parade with the HD production truck, staff and volunteers marched in the parade, and Special



Events Coordinator, T.J. Tronson put together a video highlighting the Lino Lakes folks who came out to watch the parade.

#### Return of High School Sports

The end of August means the beginning of a new season of high school sports. The Sports team jumped right in with the production of 10 episodes of Coaches & Captains, which highlights coaches, players and team objectives for the new school year. Three games, including soccer and football, were covered live and recorded for additional playbacks. Sports Den, the weekly sports highlight show also started its new season with two episodes in August. This year the Sports Department is also producing a short video highlight of every game they produce. Those highlights are available on the NMTV YouTube page.



#### City Productions

Municipal Producer, Trevor Scholl, completed four projects in August including Lino Lakes Blue Heron Days coverage. Projects completed include:

- Blue Heron Days Preview
- Night to Unite
- Waldoch Farm Garden Tours
- **Blaine Community Gardens**

#### New and ongoing projects include:

- Ham Lake senior dance day
- Talking with Centennial Police regarding several videos
- Business profile on Urban Air Adventure Park
- Scheduling more Mayor's Minutes
- Circle Pines City promo
- Lino Lakes organics recycling
- Open to Business, each Cities involvement
- Arranging interviews with each City's economic developer about Open to Business

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

#### Production equipment consulting for cities and schools

#### Blaine

- No equipment consulting was necessary.
- Centerville
- 8/31/18: Audio not displaying on the left channel. Fixed the problem in th Adui9o Processor Card in dashboard by duplicating channel 1 audio onto channel 2 so viewers at home can at least hear the audio out of their right speaker. Notified Tightrope as this is a temporary fix.

#### **Circle Pines**

- 8/28/18: Talked with Z Systems regarding upgrade. Should happen the last week of October.
- 8/31/18: Low channel audio. Restarted the Carousel that was causing the low audio. Still a little low, so boosted it using the Audio Processor Card in dashboard. Boosted the levels by +12db and it sounds much better.

#### **Ham Lake**

No equipment consulting was necessary.

#### Lexington

No equipment consulting was necessary.

#### **Lino Lakes**



• 8/1/18: Rusty Ray emailed with questions about the set-up and signal transmission. Michele went over the signal path and they performed a test to verify everything was tested, working, and understood.

#### **Spring Lake Park**

· No equipment consulting was necessary.

#### **All Cities**

- 8/6/18: Due to the loss of internet the Makito X devices stopped transmitting feeds from Cities. All feeds returned to normal.
- 8/13/18: All City Carousel units went down. Restarted all of them. Called Tightrope to report.
- 8/20/18: After Tightrope repaired the Carousels they required data updating. Ran the update scripts, shutting off the automatic updates that interfere with the broadcast on TV. Went in and reset all the display adapters to get them all to match and appropriately air on the channels.
- 8/28/18: Restart Carousels. File naming structures may be problematic. Tightrope recommends not using any special characters when naming files. Files are being renamed with no special characters.

#### City Channel 16 Playback Stats

City	Number of Times Programs Played	Hours Programmed on Channel
Blaine	232	249:30:20
Centerville	52	56:41:30
Circle Pines	151	69:28:53
Ham Lake	107	98:43:00
Lexington	103	94:12:30
Lino Lakes	103	80:36:18
Spring Lake Park	161	190:43:08
Totals:	988 Program Playbacks	623:42:42 Hours of Video Programming on Channels

#### Programs Produced by the Public

Title	Producer	Runtime
Black and White or Gray (2 episodes)	Jason Anderson/Brad	00:50:34
	Sanford	
Nocked & Loaded TV	Dave Perkins	00:35:45
Every Movie Ever (3 episodes)	Joe Scholz, Rick Bostrom,	01:11:26
	Ben Daniels/Ryan	
	Frieundschuh, Gavin Van	
	Trease/Eric Houston	
Bad Movie Bros	Video Club/Eric Houston	00:38:33
Puzzled (4 episodes)	Gavin Van Trease/Eric	07:30:21
	Houston	
Cornerstone Church (3 episodes)	Rick Bostrom	01:22:57
Christ Lutheran Church (5 episodes)	Jacob Nessman/Chance	05:37:15
	Amundson	
The Power of Love (6 episodes)	Rick Larson	03:00:00
LovePower (6 episodes)	Ann Sandell	06:00:00
Rice Creek Watershed District Meeting (2	Theresa Stasica	02:52:41
episodes)		_
Hope Church (4 episodes)	Cindy Hardy	02:47:59
37 New Programs		32:27:31 New Hours

Title	Producer	Runtime
Anoka County Board Meeting (8/14/18)	T.J. Tronson	00:23:18
Anoka County Board Meeting (8/28/18)	T.J. Tronson	00:19:34
Blue Heron Days Parade From the Inside	T.J. Tronson	00:02:50
NMTV News (6 episodes)	Danika Peterson/Ben Hayle	02:07:51
Minnesota Soda Festival at Blue Sun Soda Shop	Danika Peterson	00:04:58
Ham Lake Farmer's Market	Danika Peterson	00:04:50
Centennial Library Closes for Remodel	Danika Peterson/Ben Hayle	00:03:47
Lexington Redevelopment Project	Ben Hayle	00:02:58
Blue Heron Days Preview	Trevor Scholl	00:04:00
Night to Unite	Trevor Scholl	00:03:26
Waldoch Farm Garden Tours	Trevor Scholl	00:03:17
Blaine Community Gardens	Trevor Scholl	00:06:15
Blue Heron Days Parade	Kenton Kipp/J. Millington	00:51:52
Girls Soccer: Armstrong/Blaine	Kenton Kipp/J. Millington	01:46:01
Boys Soccer	Kenton Kipp/J. Millington	01:46:33
Football: Irondale/Spring Lake Park	Kenton Kipp/J. Millington	02:28:13
Sports Den (2 episodes)	Kenton Kipp/J. Millington	00:49:23
Coach & Captains: Spring Lake Park Football	Kenton Kipp/J. Millington	00:03:25
Coach & Captains: Blaine Swim and Dive	Kenton Kipp/J. Millington	00:04:35
Coach & Captains: Centennial Swim and Dive	Kenton Kipp/J. Millington	00:03:38
Coach & Captains: Centennial Volleyball	Kenton Kipp/J. Millington	00:03:14
Coach & Captains: Blaine Boys Soccer	Kenton Kipp/J. Millington	00:02:59
Coach & Captains: Centennial Girls Soccer	Kenton Kipp/J. Millington	00:04:07
Coach & Captains: Spring Lake Park Girls Tennis	Kenton Kipp/J. Millington	00:03:10
Coach & Captains: Blaine Girls Tennis	Kenton Kipp/J. Millington	00:03:04
Coach & Captains: Blaine Football	Kenton Kipp/J. Millington	00:03:33
Coach & Captains: Centennial Football	Kenton Kipp/J. Millington	00:03:45
32 New Programs		11:39:39 New Hours

## Programs Produced by City Staff

Title	Producer	Runtime
Blaine City Council Meeting (8/2/18)	Blaine Staff	01:33:38
Blaine Planning Commission Meeting (8/15/18)	Blaine Staff	01:06:57
Blaine City Council Meeting (8/16/18)	Blaine Staff	01:28:13
Blaine Natural Resources Conservation Board Meeting (8/21/18)	Blaine Staff	00:21:053
Blaine Park Board Meeting (8/28/18)	Blaine Staff	00:51:28
Centerville City Council Meeting (8/8/18)	Centerville Staff	01:35:04
Centerville City Council Meeting (8/22/18)	Centerville Staff	01:02:47
Circle Pines City Council Meeting (8/15/18)	Circle Pines Staff	00:24:10
Circle Pines Utility Commission Meeting (8/15/18)	Circle Pines Staff	00:55:43
Circle Pines City Council Meeting (8/28/18)	Circle Pines Staff	00:05:47
Ham Lake City Council Meeting (8/6/18)	Ham Lake Staff	01:00:36
Ham Lake Planning Commission Meeting (8/13/18)	Ham Lake Staff	00:33:05

Title cont.	Producer cont.	Runtime cont.
Ham Lake City Council Meeting (8/20/18)	Ham Lake Staff	00:38:15
Ham Lake Planning Commission Meeting (8/27/18)	Ham Lake Staff	00:30:00
Lexington City Council Meeting (8/2/18)	Lexington Staff	01:18:14
Lexington City Council Meeting (8/16/18)	Lexington Staff	00:38:08
Lino Lakes Environmental Board Meeting (8/1/18)	Lino Lakes Staff	01:14:14
Lino Lakes Planning & Zoning Meeting (8/8/18)	Lino Lakes Staff	01:26:13
Lino Lakes City Council Meeting (8/13/18)	Lino Lakes Staff	00:16:05
Lino Lakes City Council Meeting (8/27/18)	Lino Lakes Staff	00:22:42
Spring Lake Park City Council Meeting (8/6/18)	Spring Lake Park Staff	02:14:15
Spring Lake Park City Council Meeting (8/20/18)	Spring Lake Park Staff	00:48:44
Spring Lake Park Planning Commission Meeting (8/27/18)	Spring Lake Park Staff	00:34:05
23 New Programs		21:00:16 New Hours

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

# RISE REPORTER

Correspondence

FALL 2018 | VOL. 43, NO. 3



Roger Samsa helps keep the Kohl's store in Cambridge clean and inviting for its shoppers. Find out more about Roger on page 7. Photo by Tilt Photography, Minneapolis

# **RISE** REPORTER

FALL 2018 | VOL. 43, NO. 3

#### A LETTER FROM PRESIDENT LYNN NOREN

You may recall that in the last issue of the *Rise Reporter* in June, we covered the challenging 2018 Minnesota legislative session that resulted in a 7% cut to providers of Home and Community-Based Services funded by the Medicaid Waiver. Both the House and Senate had passed bills which addressed the cut and restored the funds, but ultimately, the final bills got caught up in political challenges when the Human Services Omnibus spending bills were vetoed by Governor Mark Dayton.

Since that time, provider organizations and four individuals who have disabilities and receive Medicaid-funded services have worked together to file a lawsuit in federal court to stop the cuts immediately until the issue can be addressed in the next state legislative session. Unfortunately, the request for immediate relief was denied by Judge Wilhemina Wright. The following quote from Julie Johnson, president of MOHR, a trade association representing providers like Rise and ESR, sums up our disappointment on this issue.

"This was a complicated case, and ultimately, we respect the ruling of the court. Legislators supported a fix, but in combining that fix with other unrelated items, it got caught up in a political battle. The great tragedy here is that Minnesotans who have disabilities and the hard-working staff who support them have been allowed to become collateral damage of partisan battles at the State Capitol."

So where do we go from here? There are individual rate appeals being made as rates are impacted, as well as further discussion about continuing the lawsuit. What we know for sure is that the Minnesota Legislature will be called upon to resolve this challenge in 2019 and we will need your support on advocating for resolution.

This issue of the *Reporter* contains so many hopeful and exciting stories. Our focus at Rise will continue to be on making a difference in the lives of the people we serve every day, regardless of the tumult going on around us. We are excited that ESR has merged with Rise, and we believe that together, we are better organizations. It will be exciting to watch as opportunities arise from our partnership and we collectively look forward to a bright future.

#### WHO WE ARE

Rise unlocks potential and opens doors to success for people with disabilities or other challenges through creative solutions and customized support. We envision a progressive, supportive, and collaborative environment that fosters meaningful growth and provides opportunities to live a life filled with purpose.

#### CONTENTS

- 03 You're invited to the 2018 Celebrate Rise Fundraising Gala
- 04 Alice works her way up to being a McDonald's crew trainer
- 05 Better together ESR merges with Rise
- 06 Fifth Rise Adult Day Program opens in New Brighton
- 07 Roger a valued employee at Kohl's
- 08 Clayton proud of his precision work at Meier Tool & Engineering
- 09 Employers find working with MEC most beneficial
- 10 Spotlight on volunteers
- 11 Where's Jean Stephenson? Retired!
- 12 Mary Anderson wraps up her exemplary 40-year career
- 13 Meet Rise's Champions of the Month
- 14 Summer interns perform interesting, valuable work
- 16 Meet some great Rise team members Want to join our staff?

#### AT RISE

#### Tom Kettleson

Chair, Rise Board of Directors

#### Lynn Noren

President, Chief Executive Officer

#### **Noel McCormick**

Vice President of Advancement

#### Beth DePoint

Director of Public Relations; Editor

We delight in the beauty of the butterfly, but rarely admit the changes it has gone through to achieve that beauty.

– Maya Angelou –



JOIN US FOR THE 7TH ANNUAL

# CELEBRATE RISE FUNDRAISING GALA

Monday, October 22, 2018 5:00-8:30 p.m.

Minneapolis Marriott Northwest

RSVP BY OCTOBER 1, 2018

To purchase tickets online, visit CelebrateRise2018.eventbrite.com

Featured Speaker

Beth Wozniak, CEO of nVent



# After proving herself as a hard worker, Alice assists others learn the ropes as a McDonald's crew trainer

THERE AREN'T TOO many places in America busier than a McDonald's restaurant at noontime. And the one located on West Orleans St. in Stillwater, just a few miles from the Minnesota-Wisconsin border, is certainly no exception.

Alice Kane handles the steady stream of hungry customers with welcoming and friendly efficiency. Whether they are traveling through town or regular diners, busy workers, school athletes after practice, families, or soldiers, Alice and her co-workers are a well-synchronized team serving their guests good food with a lot of pride.

In her close to 30 years with McDonald's, Alice has done almost every job in the restaurant except cook. Confident and unflappable at the height of the lunch rush, Alice clearly enjoys her work.

"When I first started in May 1989, I never dreamed I would work here so many years," said Alice. "My job was just keeping the dining area clean. But when my second manager got to know me better, she thought I could do much more than clean so she trained me on all the different jobs.

"And I've had to keep learning new things," Alice added. "The cash register changes, we have new ordering kiosks, the menu changes. I am a hard-worker and I always do my very best."

Alice's positive, can-do attitude caught the attention of her managers. They encouraged her to study and take the exam to qualify to be a crew trainer. She passed with flying colors!

Since 2009, Alice has trained most of her co-workers on keeping the dining area and lobby clean, taking food orders, preparing food trays, delivering meals to seated guests, assisting people with the new ordering kiosks, keeping the counter area stocked, and attending the drive-through.

In the past ten years, Alice has trained in scores of new workers. A few of them have even gone on to become McDonald's store managers.

"Some people have what it takes to work in a busy restaurant and some don't," Alice observed.

"I have to assess each person in the trainer's log book," she added. "It takes about four days to train in a new person before they are on their own. But we always help each other out. We have a lot of really loyal employees who work here."

"Alice is a big part of our community here at work," said Store Manager Richard Shade. "Her coworkers and customers look forward to seeing her smiling face everyday."

Alice has been receiving follow-up support services from ESR, a new subsidiary of Rise, since December 1999. Employment Consultant Denise Gibson meets with her weekly to discuss any work-related issues she may have. They discuss transportation concerns and work together with the McDonald's team to ensure a great customer experience for all.

Alice, who turns the 'Big 5-0'



Store Manager Richard Shadee said Alice's co-workers and customers look forward to seeing her smiling face everyday.

in late December, works Monday through Friday, about 28 hours a week. She takes Metro Mobility as well as an ESR van to and from her foster care provider/sister Linda's home in Lake Elmo to work.

In her free time, Alice works out twice a week at a fitness center. She is also active with Guardian Angels Catholic Church in Oakdale where she volunteers as an usher and ar special events. Alice enjoys bowling, going to dances and the movies, and is a big sports fan. She wears a Minnesota Twins visor at work and will soon switch to a Minnesota Vikings' visor when the football season starts.

Being so close to Wisconsin, Alice will no doubt enjoy bantering with many Green Bay Packer fans!!





RISE ADDED 115 TEAM members and began serving an additional 500 people this summer.

ESR, a nonprofit agency which provides services to people throughout Washington County, Minnesota, and St. Croix County, Wisconsin, officially became a subsidiary of Rise on July 1. The two agencies will transition into a full merger by January 2019.

After more than 40 years of working the vocational rehabilitation field, Ed Boeve, ESR's executive director, retired July 1, 2018. He is, however, working part-time through the end of the year to help the merger process.

"Initially the ESR Board of Directors was going to hire someone to fill my position, but they were also looking at other options, including merging with another agency," said Ed. "Several Minnesota organizations had expressed an interest, but after two or three

months of a mutual discovery process, the Rise Board and the ESR Board decided our merger was the best option for everyone."

Rise President Lynn Noren concurred. "Given all the changes in our industry, the leadership and boards of both organizations have concluded that this partnership will result in a stronger combined organization in the future."

"ESR has a 54-year history of providing quality employment services to the people they serve and Rise is excited for the opportunity to partner with them," Lynn continued. "Our missions and service philosophies are nearly identical, so we anticipate a smooth transition of professional team members, the people we serve, as well as their families and support staff."

ESR has five locations: Stillwater, Cottage Grove, Forest Lake, Oakdale (all in Washington County), and New Richmond, Wis.

These will remain open, although most of ESR's administrative functions, such as accounting and human resources, will move to Rise's main office in Spring Lake Park by the end of 2018.

Two members of ESR's board of directors joined Rise's board in June. Susan Langfeldt works for Bremer Bank and lives in Deer Park, Wis.; Kelly Steffens of Prior Lake is corporate counsel with Home Services America.

"In the past few months, Lynn and Rise's Senior Leadership Team have spent a lot of time meeting with ESR staff and family members at all five locations to answer their questions and address whatever concerns they may have," Ed noted. "I think people realize that, for the most part, it will continue to be 'business as usual' and that our two agencies will be even stronger together."

"Our team members are meeting with community organizations and employers to introduce them to Rise and further solidify the already-established partnerships they have had with ESR," Lynn added. "We are confident we will be able to continue to build upon these mutually beneficial work relationships."



## Honoring Larry Pietrzak, Emeritus Director

ALL OF US AT RISE extend our deepest sympathies to the family of Larry Pietrzak who died August 20. Larry had been a valued member of Rise's Board of Directors since 1991, and through those many years, gave us countless hours of his vast financial knowledge and experience, as well as his heartfelt compassion.

Larry truly enjoyed his 50-year banking career, and since 1995, was the senior vice president of Northeast Bank at its Columbia Heights location. He was well-known throughout the area, and was loved and respected for his integrity, humor, and generosity. Larry and his wife of 48 years, Cheryl, were the proud parents of sons Brian and Andy, and loving grandparents of Matthew, Joseph, Ben, Sophie, and Ella. Thank you, Larry, for all you have done for Rise and the people we serve. Your gifts of time and talent will be felt for many years to come.



# To meet the continuing need, Rise adds a fifth Adult Day program in the New Brighton Community Center

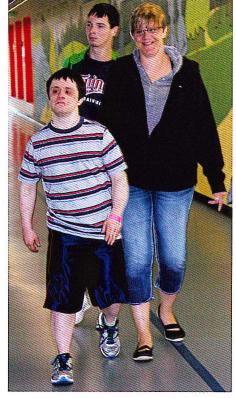
DUE TO THE INCREASE in requests for services, Rise has added its fifth new Adult Day Program (ADP) at the New Brighton Community Center.

Rise's ADP services are fully integrated in community settings, including at the Emma B. Howe Northtown Family YMCA in Coon Rapids, the Fridley Community Center, the Maplewood Community Center/YMCA, and the Mounds YMCA/Community Center. In total, about 100 people are served in these five locations.

ADP offers specialized recreational, personal growth, as well as health and fitness services for people who have intellectual and physical disabilities, brain injuries, and related conditions.

Depending on the Rise ADP location, people can choose to participate in a wide range of activities, including art and music therapies, cooking and nutrition, YMCA group classes and events, fitness activities, volunteer community service projects, as well as social and learning activities.

"When I approached the New Brighton City Council about the



Program in their community center, the city was just starting an inclusive community taskforce," said ADP Program Director Judy Andersen. "So this kind of partnership with Rise fit perfectly into

ally amazing facility," Judy added. "Jennifer and all of her staff have made us feel so welcome. They continue to come up with fun ways for us to work together. I know it will be a great collaborative partnership."

their plans for the future."

Prior to its opening on August

13, Judy and Program Supervisor

Kim Sorenson worked with Jenni-

fer Fink, the city's director of Parks

and Recreation, and Community

Center staff to discuss program-

ming opportunities and determine

how the two organizations could

Day Programs in partnership with

other community organizations,

we are able to cost-effectively ex-

pand the specialized services and

opportunities to better serve indi-

viduals' needs and interests," Judy

services, people will have access to

the community center's resources.

People benefit from having access

to a great walking track, exercise

machines, gymnasium, classes,

and a branch of the Ramsey Coun-

uling, people can create their full-

time or part-time schedule to suit

With individual, flexible sched-

"This is a great location - a re-

In addition to the many ADP

"Because Rise offers our Adult

work together.

explained.

ty Library.

their personal needs.

For more information regarding Rise's Adult Day Programs, please contact Judy Andersen at 763-567-0626; email: jandersen@ rise.org.

DSP Shari Happel takes people for a stroll around the walking track. possibility of hosting an Adult Day



Case Manager Rachel West leads a song fest of Elvis and Johnny Cash favorites.

# Roger's work ethic, diligence make him a valued employee at Kohl's

By Samantha Schoen, Rise's Development Manager

ROGER SAMSA GREW UP in the small town of Oconto, Wisconsin, and moved to Cambridge in north central Minnesota in 2013 to be closer to his siblings. After three years of living with his brother, Roger was eager to move out on his own as well as enter the workforce. He quickly checked "independence" off his list after moving into an apartment.

Unfortunately, Roger's new living situation didn't last long as his landlord wasn't keeping his building up to code, and consequently, Roger was forced to move out of his first independent home.

Roger's sister Mary, a pastor in Cambridge, offered Roger a place to stay. Roger knew, however, that he wouldn't be fully satisfied until he found employment and was able to pay her rent.

Based on people's advice, Mary and Roger decided to check out Rise. The two stopped into Rise's Cambridge office and met Placement Specialist Jill Johnston. With Jill's assistance, Roger was hired by a custodial company contracted by the Kohl's department store in Cambridge. Although Roger was technically employed by the custodial company and not Kohl's, Roger's presence at the store lasted longer than his employer's did!

How does that work?! Answer: Exceptional work by an exceptional employee.

"Roger is truly a model employee and a very, very important part of the Kohl's community," said Cameron Hals, senior area manager for Diversified Maintenance Systems, LLC, who has been Roger's supervisor for three years.

At the same time that Kohl's was changing custodial services, Cameron also made a career move to Diversified.

Due to his invaluable work ethic, willingness to help others, and reliability, Cameron wanted Roger to make the switch to his new team just as much as Kohl's wanted to keep Roger in their store. In fact, Kohl's told Roger that he could make his own schedule, selecting the days and hours he wanted to work.

"Roger is a smiley, cheerful guy with the ability to affect others around him with it," Cameron said. "I honestly wish I could clone him for some of my other sites."

Roger was flattered yet humbled by everyone's desires for him to stay. During this four-month transition to the new company, Roger was the only custodian and worked eight- to nine-hour days, five days a week -- a schedule that was usually spilt between four employees. On top of his extra hours, he also trained in new employees.

But Roger loved his job and was willing to put in the extra hours. Even when Diversifed's contract officially began and Kohl's was back to having four custodians on duty, Roger continued to go the



extra mile for his new co-workers.

"He has seen many other people come and go, but he keeps moving forward and is extremely diligent and adaptive to the changes," Cameron added.

Roger drives his five-minute commute to work himself and pays his sister rent with his proudly earned wages.

In just three years, Roger has accomplished exactly what he set out to do. Although it is evident that Roger's impeccable qualities led him to independence, Roger stated emphatically that he would not be where he is without the help of Jill and Rise's services.

"I have no words to describe how thankful I am for Jill," Roger said. "She has pointed me in all of the right directions."

Jill and Roger continue to meet two or three times a month to make sure all is running smoothly at his job.

Outside of the workplace, Roger likes to watch World War II movies and browse through thrift stores searching for Avon collectables and vinyl records to add to his well-established collection.



# Clayton's proud of the precision work he does for Meier Tool & Engineering

EMPLOYEES AT MEIER Tool & Engineering, Inc.'s manufacturing plant in Anoka are proud of the custom tooling design, validation, and manufacturing work they do primarily for the medical and defense / aerospace industries. Managing upward of 250 different contracted parts, their work is innovative, precise, and of the highest quality. Their customers expect no less.

Clayton Skrove is proud of the part he plays in this custom metal-stamping business. Working on a wide range of components, Clayton is one of the last pair of eyes to check for quality and accuracy prior to parts being shipped to their end-users.

His inspection job requires patience, dexterity, and complete focus. Clayton uses those attributes to inspect, sort through, and quality-check upward of 6,000 pieces each day.

"It took me about a week of one-on-one training to learn the different jobs," said Clayton, who works from 7 a.m. to 2:30 p.m., Monday through Thursday. "I like working on a variety of jobs. It's a quiet work place, people are very nice and treat me well, and I have my own work station. All this really helps me focus on the job.

"I take a lot of pride in my work," he added. "I think I do a good job, maintaining my speed and accuracy. I hope to stay working here for a long time."

"Clayton is a valuable member of our production team," said Production Supervisor Janelle Tieken. "He's reliable, self-motivated, and detail-oriented -- a real joy to work with. He works hard every day to exceed our customers' expectations."

Prior to getting his job at Meier

Clayton with Meier's Operations Manager Jon Preston





in August 2017, Clayton worked for about ten years at Lakeland Tool & Die in Anoka with a Rise work team as well as at Rise's production facility in Spring Lake Park.

When he decided he was ready for a new and more independent job in a community business, Program Supervisor Kathy Frank worked with Clayton to find just the right position. Direct Support Professional Brandon Klug follows up with Clayton and his supervisor on a regular basis to help ensure that everything continues to go well on the job and address any issues which may come up.

Receiving work experience and support from Rise has really paid off, Clayton says. For those people who are looking for employment, Clayton advises to "get good training and be patient -- in the long run, it will really pay off.

"Going to work at a job you like will bring you happiness," Clayton added. "You will feel so much better, you will improve your social skills, and it sure helps financially!"

Clayton lives in Cedar and drives to work. In his free time, he especially enjoys shopping, going to movies, and attending old car shows. His favorite models are a '57 Chevy and a '70 Camaro.

## Employers, employees appreciate support from MEC

By Austin Beatty,

MEC Program Supervisor ESTABLISHED IN 1996, the Minnesota Employment Center (MEC) provides employment support for people who are Deaf, DeafBlind and Hard of Hearing. Over the past 20-plus years, we have supported hundreds of people successfully obtain and retain employment.

But what about the employer's perspective? What is it like to partner with MEC for the ongoing support services critical to maintaining a strong relationship between employer and employee?

ARCH Language Network currently employs two people who are Deaf, both of whom have received services from MEC's Sheila Ritter and Austin Beatty since their first days on the job.

Twila Erickson (at right in the photo with Susan Mahler), ARCH's director of operations, has been a key partner to help ensure a mutually satisfactory work experience.

Noting that ARCH uses an individualistic approach to hiring, Twila carefully determines the best fit within the company based on a person's strengths and interests.

ARCH first hired an employee who is Deaf in 2014. That person quickly acclimated to her new work environment and voluntarily discontinued her follow-up support services with MEC shortly after starting.

Twila consulted with MEC to hire Susan Mahler who works in the Financial Services department. Susan has blossomed in her role throughout the two-plus years she has been with the company. MEC continues to offer assistance.

has been great to partner with MEC and I appreciate their support," said Twi-"Each person brings unique attributes and barriers, and MEC has been there all along to provide resources and education about working with employees who are Deaf. I often call on

Susan's occupational communication specialist [OCS] to relay new information to her to help ensure she gets it quickly and has an opportunity to ask questions or seek clarification, if needed."

Early on, an MEC OCS suggested one simple accommodation which made quite a difference to Susan. She was able to reposition her desk so that when people entered her office she could see them and not be startled. It was a seemingly small change, but one that had a profound impact on Susan's comfort and ability to work well.

When ARCH recently rolled out new software for the work that Susan does, her OCS was there on the first day to assist in this big change and has been involved in extensive hands-on training since. Clear communication is vital in training, and MEC helps ARCH ensure that Susan gets the information she needs to continue doing her job with minimal interruptions.

Susan commented that it's always helpful to have her OCS available in situations like these -- to take notes while she is visually tak-



ing in the information (via an ASL interpreter), to support her with follow-up questions that may come up later, or to formulate an email with the right wording to express her questions or concerns.

"The biggest piece is knowing about and preparing for accommodations which may be needed," said Twila. "After that, it's really not any different than having an employee who isn't Deaf."

"ARCH has been a great company to partner with and has provided a hugely supportive workplace for its diverse employee pool," Sheila noted.

"We know there are many people in the Deaf community who are ready and able to work – and there are many great employers like ARCH who are willing to hire people for interesting positions," Austin added. "The OCSes at MEC are ready to assist in matching employers with great candidates."

For more information, contact MEC at 651.265.2337; email: sritter@rise.org. Check out MEC's website:MnEmploymentCenter. org.



### Meet some great volunteers ~ read complete stories online

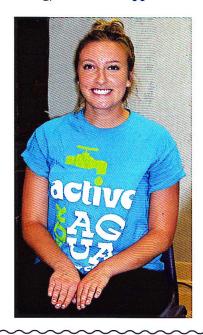
**BEV WOLTERS** -- "I think variety is the spice of life for volunteering," said Bev Wolters. "I really enjoy doing so many different kinds of things with different people at different Rise locations."

Bev discovered a list of volunteer opportunities with Rise online in October 2016 and met with (then) Volunteer Coordinator Zoe Leonard-Monrad to see what would best suit her interests.

"Bev is my go-to person when I have special one-time or short-term projects," said Zoe. "She comes in with a big smile, ready to get to work on whatever we need. Rise team members really appreciate her enthusiasm and her flexibility. I know that if it works with her schedule, Bev is up for anything!"

In the past year or so, Bev has helped serve at a number of Rise picnics and holiday parties, tended bake sales, worked on clerical projects, sold game tickets at the *Celebrate Rise Fundraising Gala*, and even helped hang an Art Speaks exhibit at the Blaine City Hall. Read more about Bev at rise.org/volunteer-opportunities/volunteer-spotlights





HALEY BREMER -- With New Age music playing softly in the background, "yogis" Rachel and Andrea joined Volunteer Haley Bremer for an hourlong yoga class. Using a soothing voice, Haley led the two women through stretches and poses specifically adapted to meet their individual needs and physical capabilities.

"It's nice to see people relax and just reflect on their day," said Haley who has been coming to Rise's Bloomington facility about twice a week since early June. "It was challenging at first, but with each session, I get to know people better and our communication improves. People seem to enjoy it more and more, and I think they find our sessions meaningful.

"It's fun to be creative with yoga and people have really responded well to it," Haley noted. "I try to come up with new poses to add to our practice each time and adapt poses for people who are in a seated position, concentrating mostly on their arms, shoulders, and head."

Read more about Haley at rise.org/volunteer-opportunities/volunteer-spotlights.

#### Are you interested in volunteering?!

We have opportunities throughout Rise in: \* Administrative services \* Special events \* The Celebrate Rise Gala Committee \* Art Speaks \* YMCA recreation \* Mock job and informational interviews \* Special indoor and outdoor projects \* Internship opportunities

To find out more about individual and group volunteer opportunities at Rise, or to submit an online application form, check out our website at rise.org/volunteer-opportunities Questions? Call Bethany at 763-792-2454; email: volunteer@rise.org.

Read about other volunteers online at rise.org/volunteer-opportunities/volunteer-spotlights

# Where's Jean?! Enjoying her well-earned retirement after 18 years at Rise!

BETWEEN GREETING GUESTS, answering the phones, and responding to people's immediate needs, Receptionist Jean Stephenson was kept hopping at the front desk of Rise's administrative offices in Spring Lake Park. Considered by Rise team members and the people we serve to be "the heart" of this office, it was a bittersweet day when Jean retired September 4!

Jean and her husband Ted moved from Rapid City, South Dakota, in 2000 to be closer to their daughter Teri's growing family. She was hoping to find a good job that was close to her new home in Fridley since she wasn't that familiar with the Twin Cities area.

"My first job many years ago was with a nonprofit organization and my daughter Kelly had disabilities, so I was really attracted to Rise," Jean remembers. "At first, I didn't know what the parameters would be as a receptionist, but I quickly realized that my job would be doing whatever I could do to help people throughout the day. I have really enjoyed the in-

teractions I've had with so many different people – the public, the people we serve, their families and support staff, my co-workers, Rise's business partners. It was fun to have such a mix of activity."

"Jean has been an incredible gem for Rise and I'm so happy for her to be entering this new phase of her life," said President Lynn Noren.

"She has been our ambassador to every visitor who steps inside. One of the things I admire most about Jean is the way she interacts with the people we serve and their families. She is so respectful and supportive; she takes the time to get to know them in such a genuine way. Jean made all of us feel welcomed every day. We are really going to miss her."

In her almost 18 years at the front desk, Jean has undoubtedly answered thousands of phone calls. But one stands out in particular – a call from the White House!

"I had to ask twice WHO was calling, and even then, I didn't really believe it," Jean remembers.

"But I put the call through anyway and was later surprised to find out it really was someone from the White House calling. Almost every day, I have had a fun story to tell Ted when I got home from work!"

When Jean was not at her

front desk, her replacement was almost always asked, "Where's Jean and when will she be back?" Sometimes, people would wait until she returned, claiming she was the only one who could really assist.

"I've gotten to know a lot of people pretty well over the years," said Jean. "It's been really rewarding for me to help people and be there for them. Sometimes people just need another person to listen to them even if you can't really do anything to fix the situation."

Jean said she finds it exciting to see all the progress people have made in their own work experiences and careers over the years, especially those who have traumatic brain injuries and sensory disabilities.

"People are so motivated to better their lives through work," she observed. "I also give a lot of credit to Rise's staff, county social workers, and their family members. Rise's program services have proven to be very successful."

Jean notes that she feels she herself has changed some in this position. "I think I have become more tolerant and empathetic over the years. I have a better understanding of the many kinds of challenges people face."

"It sure won't be the same around here without Jean," said Kevin Whitley who is served at Rise. "She is pretty marvelous and did her job so well. She has big shoes to fill. Lucky for all of us that Tracy [Dock-Masanz, who had worked in Rise's accounting department] is our new receptionist."

Jean is really looking forward to not setting an alarm to get up early. She also plans to travel and spend more time with her family.





# Mary Anderson retires from 40-year career

FOR THE PAST 40-PLUS years, Mary Anderson has devoted her professional career to supporting people with disabilities. In her many positions in Minnesota organizations, she has developed exemplary program services, advocated for systems change, served on local and statewide organizational boards and committees, and mentored many men and women.

In short, Mary has done outstanding work and left her mark on the disability field!

For the past five years, until her retirement on July 2, Mary served as the director of Rise's CIP-Coon Rapids Day Training and Habilitation (DTH) and Supported Employment Services in Anoka County.

"I wanted to come work for Rise because it has such a great reputation statewide and nationally and is known for being at the forefront of progressive program development and delivery," said Mary. "I have really enjoyed my time here! It has been amazing to work in a very positive, collaborative environment and experience the outstanding leadership of Lynn [Noren] and Tim [Dickie]."

A proud graduate of North Dakota State University, Mary grew up on a farm in "bison country." Her younger brother, Mark, was born with Down Syndrome and inspired Mary to study special education before switching to child development and family relations.

She moved to the Twin Cities after graduating from college to begin her career working in residential services for people with



disabilities in direct support positions.

"I especially enjoyed working as a recreation director," remembers Mary. "I started a softball team, took people camping in the north woods, and even toured Florida. Many had never been on an airplane or stayed in a motel."

After a brief stint in business and personnel administration, Mary went to work for CCP (Community Connection Partnership), a nonprofit organization in the Twin Cities providing skill development, employment, community, healthy lifestyle, and recreational supports to people with disabilities. She served as CCP's executive director for 21 years.

Rise Vice President Tim Dickie has known and worked with Mary for many years before she came to Rise.

"She has such a tremendous knowledge base, as well as a great business sense and effective management skills," said Tim. "But most importantly, Mary cares about each and every person with whom she interacts and brings such an energized, positive approach to everything she does. People respond in kind and we all benefit from the tone she sets."

In 2011, Rise recognized Mary as its *Outstanding Community Partner of the Year*, honoring her 15 years serving as a volunteer on Rise's Human Rights Committee, of which she was chair.

Through CCP, Mary worked collaboratively with Rise in the development of services for some of the last people to leave the state's regional treatment centers in the mid-1990s.

"I have known and worked with Mary on state and local issues for many years," said Rise President Lynn Noren. "I have always admired her professional, compassionate dedication to people facing challenges as well as her ability to look at 'big pictures' and develop real-time solutions leading to positive changes. She is well-respected across the state and I was so happy when she came to work for Rise five years ago. Our DTH team members and the people we serve have benefitted greatly from her experience and expertise."

Mary plans to spend more time on her family farm in North Dakota and work with her brother on his art projects. She continues to serve on boards and committees where she offers her professional expertise to help improve the lives of people with disabilities throughout the state of Minnesota.

All of us at Rise offer our sincere thanks to Mary for her exemplary work and congratulate her on her retirement!

# Champions of the Month--

#### Meet some of Rise's finest professional team members

EACH MONTH, RISE team members submit co-workers to be recognized as a Champion of the Month. From this group (January through August 2018 honorees), one person was selected as the 2018 Champion of the Mission and will be honored at the upcoming Celebrate Rise Fundraisina Gala on October 22.

Meet those who have been honored May through August.

Rise co-workers say Amanda Kendall always goes above and beyond her job as an employment consultant with Employment Innovations in Lindstrom where she has worked since January 2017. Amanda is noted for keeping communications positive, going the distance for the people we serve, and assisting others.

"I truly enjoy my position at Rise," said Amanda. "The people whom I support are all uniquely different in their personalities, backgrounds, interests, and strengths. It is amazing to watch them thrive and be successful at their employment goals!"

Congratulations to Paul Herfindahl, activity specialist with the Adult Day Program in Coon Rapids. His co-workers say: "Paul is dedicated to those whom he supports at the YMCA. He is always looking to make that day the best day for everyone, greeting each person as they arrive on the vans. He is so positive with both his co-workers and those he supports each day.

"Paul knows what to do to resolve any situation that may arise. He is a fantastic team player and an overall outstanding co-worker!"

Follow-Up Specialist **Featherly** is July's Champion. Her teammates were verbose in their respect and admiration for Sue as she nears her 30th anniversary at Rise. Two nominators said:

"Sue treats the people she serves with respect, kindness, and understanding of their special and unique needs. She helps improve their lives by finding out what kind of life and livelihood the person truly wants -- what will make them happy -- and then works with them so they can achieve it under their own steam."

Another said: "The people Sue serves know they can count on her as she is always there when needed and goes out of her way to give consistent, professional service. She is an excellent listener, collaborator, and advocate."

Antiwnette Holliday, a case manager with Rise's Community Intergration Program (CIP)-Coon Rapids, was August's Champion.

Her fellow team members appreciate that after a thorough analysis, Antwinette revamped the clerical team which helped people be more confident with assignments.

They also said, "The people served feel more successful and are doing great work, thanks to Antiwnette's ideas and guidance.

"Antiwnette is always willing to help others. She is interested in finding what works best for people and helping them achieve their goals."



Amanda Kendall, Mau





Sue Featherly, July

Antiwnette Holliday, August





# Rise and interns benefit from another successful summer cohort in a variety of agency departments

RISE WELCOMED a summer cohort of six interns in June who worked in program areas across the agency, including advancement, accounting, assistive technology, human resources, marketing, and program development.

Using the cohort model, interns also participated in biweekly training sessions to discuss a variety of professional development topics and learn from each other.

"We are excited about giving people the opportunity to learn more about nonprofits, social services, and specifically, disability- and employment-related programs," explained Erin Braaten, Rise's vice president of human resources. "We hope they personally and professionally benefited from their experiences here and perhaps will consider a career in this field."

The interns came from a wide range of Minnesota and out-of-state colleges and universities, and are pursuing degrees in differnt areas.

Matt Klein, data analysis

Matt is a math major heading into his senior year at Saint John's University in Collegeville. He plans to pur-

Morgan Parke assisted Heather Barber and other data entry clerks in Rise's Crystal Data Ability program with their adaptive computer hardware and software. sue a career in data analysis or a similar field.

"I came to Rise because the internship really fit what I was going to do with my future," said Matt. "I was also really excited about how the agency provides opportunities for growth for people who otherwise may not find such a position elsewhere in the community.

"I was the first data analyst intern that Rise has had, so in a sense, I felt I brought something new to the company -- working with data sets and creatively interpreting and showcasing them for the rest of the company."

Sarah Bergen, program development

Sarah will start her senior year at Marquette University in Milwaukee in the fall where she is majoring in nursing with a business administration minor. After graduation, she hopes to go into health research with a primary focus in women's health issues, and perhaps one day, teach.

When she found Rise's Linked-In listing for the internship, Sarah said she "thought it was a miracle" as the position would incorporate her nursing compassion and her business insight.

"Rise has an atmosphere that is hard to put into words -- it is magical," said Sarah. She helped structure a job club at Rise's Coon Rapids site for people who were new to the job search process.

Rachel Wilson-King, program marketing

Rachel graduated in May from Macalester College in St. Paul with degrees in political science and sociology, and a minor in legal studies. She will be attending the Humphrey School of Public Affairs at the University of Minnesota in the fall pursuing her master's in public policy. Eventually, Rachel would like to do policy analysis and research in the field of education for a nonprofit or government agency.

Rachel initially came to Rise last spring as a government affairs intern.

"Grassroots advocacy, engaging with law-makers, and providing legislators with real, person-centered examples of why they should support Rise's mission, were all areas and skills I improved with my internship. I loved that Rise primarily focused on that grassroots and self-advocacy piece as I think it is so empowering for people to have real opportunities



to connect with the legislative process on a personal level."

Rachel followed up with a second internship position at Rise in marketing and outreach this summer.

"Even though I don't have a background in marketing, the research and outreach aspects of my projects helped me create some marketing products which I hope will be of value to Rise teams.

"My internships with Rise provided me with so many opportunities and connections which will be invaluable to me," Rachel continued. "Not only have I gained a better sense of the nonprofit and disability services industries, but the people whom I've met—Rise team members, the people they serve, as well as community and business partners -- are what I've been most grateful for."

## Morgan Parke, assistive technology

Morgan will be a senior this fall at the University of Minnesota—Twin Cities studying speech language hearing sciences. She plans to attend graduate school for speech pathology and get her license to practice.

"I chose to intern with Rise because I am passionate about helping others gain communicative and personal independence," said Morgan. "I am intrigued by the advancements of assistive technology and how Rise has incorporated various forms of it throughout its programs. Through my work here, I was able to gain a wider knowledge base about the field of assistive technology and who it can benefit, as well as see it in action.

"I answered questions about



From top left:
Josh Stainer, Matt
Klein, and Rachel
Wilson-King.
From bottom left:
Jackie Bell, Morgan Parke, and
Sarah Bergen.
They learned a lot
from their internships as well as
from each other.

and made adjustments to people's assistive technologies. I researched and helped improve the systems used to advance the program and improve people's independence. I also developed guides for Rise team members to address and fix common technology issues."

#### Josh Stainer, human resources

Josh graduated from the College of St. Scholastica in Duluth with a degree in psychology and minors in management and organizational behavior. He is pursuing his master's degree in industrial/organizational psychology at St. Cloud State University. He worked with Rise's human resources team to improve training and human resources practices.

"Rise's mission to provide opportunities to people with disabilities and other challenges really resonated with me," said Josh. "I would like a career in training and development and/or change management. My internship provided me with valuable experiences which will help advance my future career and professional development.

"I helped identify areas in which training can be improved, specifically looking at the direct support professionals' position. Training is frequently related to employee turnover, so by improving training, employee turnover might decrease."

#### Jackie Bell, development and special events

Jackie began her final year at the University of Minnesota Morris in August, majoring in business management with a minor in communications and an emphasis in dance. She would like to have a career in event planning.

"I wanted to learn about the nonprofit business world so the development and special events internship sounded both fun and educational," said Jackie.

"I was really drawn to Rise's mission. In working on the upcoming *Celebrate Rise Fundraising Gala*, I learned more about what it's like to work for a nonprofit and the many facets of hosting a successful major special event for the public. I hope I also contributed additional ideas for Rise's social media and recognition committees."

Rise's internship positions are posted on our website at www.rise. org/jobs.



Administrative Offices | 8406 Sunset Road NE | Spring Lake Park, MN 55432-1387

NON PROFIT ORG U.S. POSTAGE PAID

Permit No. 94279 TWIN CITIES, MN

# Invitation to Celebrate Rise Gala inside!

In the Internal of the Interna

31 112

## Interested in an exciting career? Join the Rise team! Find out more at rise.org/jobs

Meet just a few of our 400+ professional, dedicated, talented Rise team members ~

**Top row: 1.** Direct Support Professional Stephanie Lundeen works at CIP-Coon Rapids **2.** Direct support professionals at Crystal **3.** Van Driver Brian Jafvert **Second row: 4.** Program Supervisor Samantha Trebtoske with Data Ability **5.** Case Manager Williame daSilva with the Adult Day Program in Maplewood



Rise is all about people and potential. We want exceptional people on our team who will help make a difference in people's lives!







Photos by Tilt Photography, Minneapolis

Correspondence

2017 Annual Report

# empower respect collaborate stewardship

# STEPPING Stone

ending homelessness

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

#### DOING MORE TOGETHER AT STEPPING STONE...

#### "My priority is moving out of Stepping Stone."

This statement was part of Josh's testimony to senators on the Human Services Reform Finance and Policy Committee hearing. Executive Director Julie Jeppson joined Josh that day and spent the first half of 2017 at MN State Capitol with the sole purpose of passing legislation that will help residents move out of Stepping Stone. In order to do this, additional funding was essential.

#### We were successful!!!

Special thanks and appreciation to Senator Jerry Newton and Senator Jim Abeler for your support and determination in helping those who are experiencing homelessness in your communities.



Julie Jeppson and former resident, Josh, standing outside the Minnesota State Capital

# DONATE-A-DINNER

1,860
Total hours donated by those who served a donated meal

930

# of volunteers who donated and served a dinner in 2017

\$111,600 \$ saved by volunteers donating dinners 186

# of dinners served by volunteers in 2017





# We couldn't do it without VOLUNTEERS!



Kohl's Cares volunteers getting ready to play BINGO! with residents. YMCA Afterschool Youth Program donating muchneeded products to residents.

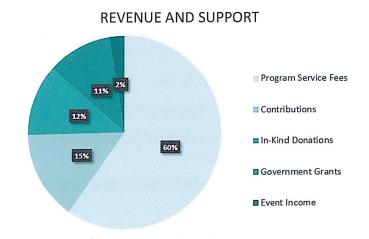




#### **OPERATING REVENUE AND EXPENSES**

#### **REVENUE AND SUPPORT**

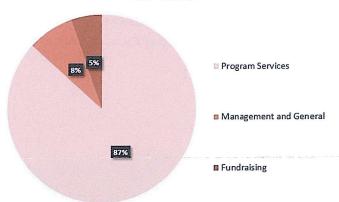
Contributions	\$ 195,785
Government Grants	\$ 142,491
Program Service Fees	\$ 784,011
Investment Income	\$ 20
In-Kind Donations	\$ 156,300
Vending Income, net of expenses	\$ 3,367
Event Income, net of expenses	\$ 33,644
TOTAL REVENUE AND SUPPORT	\$ 1,315,618



#### **EXPENSES**

NET ASSETS, END OF YEAR	\$ 353,903
NET ASSETS, BEGINNING OF YEAR	\$ 244,112
CHANGE IN NET ASSETS	\$ 109,791
TOTAL OPERATING EXPENSES	\$ 1,205,827
Fundraising	\$ 63,054
Management and General	\$ 96,258
Program Services	\$ 1,046,515





#### **BALANCE SHEET**

#### **ASSETS**

Current Assets	\$	258,090
Property and Equipment	\$	200,032
Less: accumulated depreciation		(59,676)
TOTAL ASSETS		398,446
LIABILITIES AND NET ASSETS		
TOTAL CURRENT LIABILITIES	\$	44,543
Net Assets		
Undesignated	\$	353,903
Board designated—Capital Campaign	\$	
TOTAL NET ASSETS	\$	353,903
TOTAL LIABILITIES AND NEW ASSETS	\$	398,446

#### 2017 Leadership Highlights

- Exceeded budgeted retained earnings goal by 290%
- Obtained Supplemental Funding through legislative action
- Finalized first phase of Strategic Operations and Business
- Secured sustainable funding to provide staff with short and long-term disability, and life insurance
- Secured contract to provide services to those residents who are Long Term Homeless

#### 2017 PROGRAM HIGHLIGHTS

- Rolled out Long Term Homeless Housing Supports program and signed contract as a provider with Anoka County
- Added an additional Case Manager
- Attended and certified in Motivational interviewing training
- Attended MN Social Service Association and MN Coalition for the Homeless Conferences
- Broadened relationships within Anoka County, fostering a more positive working relationship
- Updated Position Descriptions for all programming positions
- Participated as an essential community member —Executive Committee for Prevention & Outreach, Housing & Services; Heading Home Anoka Housing Collaborative, Office of Economic Opportunity, Housing Supports and Suburban Metro Area Continuum of Care



Connecting faith & finances for good.



#### See a need...lead a team

Thrivent Action Teams brings people together to make a positive change in our community!

Seed Money...that's what these volunteers turned into shower shoes and washcloths for a worry-free shower at Stepping Stone. Thank you Thrivent Financial and our amazing volunteers! You make the world a better place.

#### THRIVENTACTION TEAMS #LIVEGENEROUSLY

#### 2017 BOARD OF DIRECTORS

KELLY MATTER, Chair

TIM DELAPP, Vice Chair

BARB WOLD, Secretary

SHERYL CARLSON, Treasurer

JOELLE BAEHR

DAN BEYERS

DAN BEYERS

**BORGIE BONTHUIS** 

WILLIAM ERHART

MIKE GAMACHE

KRISTY HAGEN

LISA HARDY

**HOWARD HELGEN** 

**EVA JEPPSON** 

GREG LEE

#### STEPPING STONE KEY STAFF

**Julie Jeppson,** Executive Director

Johnna Krantz, Progam Director

Cindy Pederson, Business/Finance Manager

Jackie Vetvick, Case Manager

Ebony Johannessen, Case Manager

Tracy Pierce, Volunteer/Development Associate

Bianca Wester, Shelter Advocate Manager

Tammy Torborg, Cafeteria Manager









Nørth Metro Mayors



STEPPING STONE EMERGENCY HOUSING 3300 4th Avenue North, Cronin Building #14 Anoka, MN 55303

763-323-7006 ~ www.steppingstoneeh.org facebook.com/stepping-stone-emergency-housing

#### A NOTE FROM OUR BOARD CHAIR

Dear Friends of Stepping Stone,

We will never be able to THANK YOU enough - our donors, partners, volunteers and staff! Thanks to you, more residents found stable housing, repaired relationships, increased employment, and changed their life for the better! Because of YOU, residents lives are being dramatically impacted.

Throughout 2017, we closely watched changes and trends which were significantly effecting our residents' length of stay and future residents on our waiting list. The lack of affordable housing and the ever-growing gap in housing wages is changing the way we need to work with those experiencing homelessness. It is a great honor to work with a Board of Directors and staff who are rising to this challenge, working tirelessly to help those who need it the most.

The new strategic direction that we established for the next three years and beyond, defines our principles and values:

- Empower individuals to change their lives
- Treat each resident with dignity and respect
- Collaborate with partners in providing services
- Ensure strong stewardship in managing resources

Overall, Stepping Stone has a solid foundation to build on thanks to the leadership of Kevin Martineau, who stepped down as Executive Director in 2017. We are thrilled to have found a strong, passionate, and talented replacement in Julie Jeppson. She will lead Stepping Stone to do great things during our next organizational phase.

Your support makes the difference in not just providing a safe place for individuals to stay until they find permanent housing, but allows Stepping Stone Emergency Housing to provide the additional support and services for individuals that gives them hope and the opportunity to truly thrive when they leave the shelter.

We have a lot to do and look forward to in 2018!

On behalf of the Stepping Stone Board, Staff, and men and women who call Stepping Stone "home," thank you for your ongoing support and commitment!

Respectfully, Kelly Matter, 2017 Stepping Stone Board Chair

461
Number of unduplicated individuals servied in 2017





Average number of days residents stayed at Stepping Stone in 2017

C 1	70
h	144
UI	

Ratio of males to females

61%

Percentage of residents who came from or have ties to cities within Anoka County

194

Number of individuals who only stayed 1 night at Stepping Stone

325

Number of residents who report having mental health problems

35%

Percentage of female residents who have experienced domestic violence

88

Number of referrals from Hope4Youth in 2017 a drop-in center for Youth ages 16-23

39

Number of Veterans served in 2017, an increase of 6% from 2016

25%

Percentage of Youth (18-24 year olds) who lived at Stepping Stone

#### STRATEGIC BUSINESS AND OPERATIONS PLAN (2018-2020)

The first phase of our Strategic Business and Operations Plan was completed at the end of 2017. Following are the significant changes that will be coming over the next three years.

# empower - respect - collaborate - stewardship

#### STRATEGIC DIRECTION

To realize its vision, Stepping Stone strengthens programming and services to develop organizational capacity that empowers those we serve and expands our reach.

#### **PRINCIPLES & VALUES**

- Empower individuals to change their lives
- Treat each resident with dignity and respect
- Collaborate with partners in providing services
- Ensure strong <u>stewardship</u> in managing resources

#### STRATEGIC FOCUS AREAS

Focus Area #1 — Refine organizational policies, procedures, and processes.

Focus Area #2 — Strengthen programming to realize resident outcomes of independent sustainable housing.

Focus Area #3 — Attain financial sustainability through funding diversity and implementation of a net revenue business model.

Focus Area #4 — Expand capacity that increases reach of programs and services to a larger population.

## HAS A PLACE TO CALL HOME

#### **TOP 4 TRENDING STORIES FOR 2017**

January 4

Movin' on Out! Five residents moved at one time in January



June 7 Honored recipients of Constance Free Church's 2017 Sportsmen's dinner, totaling \$4,124



July 27
Congratulations to Pizza Ranch Andover owners Randall and Sheryl
Hubin, who weekly donate unsold
food, for winning Franchisee of
the Year.

October 3 New Executive Director Named...Julie Jeppson



Ken wasn't just given a place to live. He was given the tools to succeed.

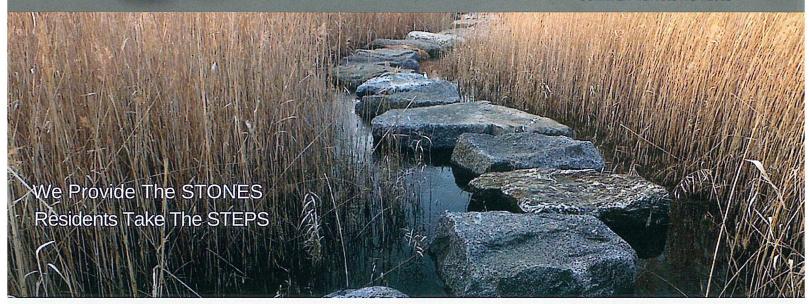
In 2017, we partnered with Norhart Homes, a multi-family housing developer. Mike Kaeding, President of Norhart Homes, told Ken's story through a video, showing how Stepping Stone helped change the course of his life. Through a fundraising campaign, tenants of Norhart Homes generously donated \$3,318. Thank you, Michael and all the contributing tenants of Norhart Homes!"





Providing emergency housing and support to YOUTH and ADULT individuals, who are 18 and older experiencing homelessness, as they strive towards self-sufficiency.

**SUMMER NEWSLETTER 2018** 



#### Time to Say Farewell: Executive Director Retires

A message from retired Executive Director, Kevin Martineau

As many of you already know, I have left Stepping Stone and started the next chapter of my life as a retired person. Serving as Stepping Stone's Executive Director the past five years was a wonderful way to finish my career.

Being a team member of an organization with a mission that strives to end homelessness by empowering the people it serves has been very rewarding for me. The team, of course, includes all of the dedicated caring staff members who work daily towards Stepping Stone's ambitious mission, it also includes our Board members who have rolled up their sleeves to make our work possible and a reality. There are countless others who have also contributed to Stepping Stone's success including our many volunteers, Anoka County employees and Commissioners, the City of Anoka Police Department, many churches, civic organizations, and businesses, and our committed donors.



Photo taken by Olivia Alveshere with ABC Newspaper



Kevin Martineau and Julie Jeppson accepting the 2015 Metro North Chamber of Commerce Excellence in Business Award

All of you have had a part in Stepping Stone's accomplishments. **THANK YOU** for blessing me with your support!

To all of you who embrace the meaning of the Robert Kennedy quote, "Some men see things as they are and ask why. I dream of things that never were and ask why not."

Keep on dreaming, keep on asking why not. Know that your dreams, your thoughts, and your actions every day are making a difference in the lives of the people who turn to Stepping Stone for assistance on their journey to self-sufficiency. You have made and continue to make a positive difference in many lives.

Again, thank you for everything that you have done for the people who need Stepping Stone's services, may the Lord bless you for your kindness.

Kevin



JOIN US FOR Stepping Stone's 5 th Annual

# PARTEE fore A PURPOSE

Join up on Thursday, September 43 for an incredible Golf Tournament and Reception, supporting Stepping Stone Emergency Housing, Anoka County's only licensed homeless shelter.

Stepping Stone provides emergency shelter and support to 66 homeless men and women, as young as 18 years old. We have a unique approach, expert knowledge and motivating determination to prevent future homelessness.

ALL FUNDS RAISED WILL IMPACT A LIFE by helping our residents work out of homelessness and into self -sufficiency!

For most who are homeless, the only real goal is to get and maintain their own housing STEPPING STONE GOES FURTHER...

We not only guide and assist residents in their pursuit of housing, we also provide opportunities for them to become financially stable and self-reliant using unique and one-of-a-kind resources, and structured programs and services. While living at Stepping Stone, residents learn and develop life skills, , and experience stability not only in their housing after they have left the program, but stability in ALL aspects of their lives!

Visit our website to register AND to sponsor this event! www.SteppingStoneEH.org

#### A NOTE FROM THE DIRECTOR

#### None of us can do it alone.

Whatever your "it" may be, you can't get there without the support of someone, somewhere, along the way. All of us at Stepping Stone, residents, staff, and Board of Directors, are no exception.



Earlier this year, I asked a handful of corporate/ civic-group supporters who I was confident would be interested and excited to join us into the next phase of growth as KEYSTONE Sponsors.

Most all of those asked, answered "YES!" without hesitation. Each of them goes above and beyond in their support of Stepping Stone's residents.

They are committed to our mission and vision, leading us over the next three years...

Kindest regards, Julie Jeppson













#### Teamwork Makes The Dream Work -

#### **VOLUNTEER SPOTLIGHT**

Thank you to the <u>many</u> volunteers who have given Stepping Stone their time this summer!



Allina Facilities/Maintenance crew were PRICELESS in rehabbing our front office!

This summer,
Stepping Stone made
some much needed
repairs and updates
to the front office.

Thanks to the amazing crew from Allina! The front office looks great!



Our New Look!



#### This summer Stepping Stone purchased a house!

We're busy getting it move-in-ready, and we have had the help from so many of you. THANK YOU! Your help has meant so much to us and to the three women who are excited to make it their HOME!

Special thanks to those who made the last details all come together:

- Rotary Club of Blaine/Ham Lake (Chris Gorham, Nick Phelps, Renae Tyo, Becky Booker, and Dick Washburn)
- Hoffman Weber Construction
- Kim Ward with Subway
- SBM Fire Department
- Peter Anderson for Blaine City Council
- Laura and Tom Jacobsen
- Laura and Dylan Dickinson

- Kari and Jason Smith for Blaine City Council
   Kristen Gagnon and team
- Lisa Skordahl and team
- Amy Hennen and Scott Nielsen



- Nate Jeppson
- Jess Robertson for Blaine City Council
- Anna and Dave Roen
- Bob Ceminsky







#### **Previous Residents Creating COMMUNITY**

This summer, Stepping Stone staff visited Heather and Trisha, previous residents who recently moved out of the shelter and into their own homes. Both women shared how they have created social support systems, including previous Stepping Stone residents and how keeping these connections has helped to create a more successful and healthy lifestyle for them.



A picture of Trisha's cozy home. The above picture is of the quote that hangs in her living

Trisha shared how she and the friends she made at Stepping Stone keep in

touch and help each other out. She says she has been enjoying making her new space into a home and spending as much time as possible with her new grandbaby.



hats she knitted.

Heather promised herself if she got a place of her own, she would be sober there. She has kept her promise.

She talked about how staying in touch with residents and having the social support has helped to keep her accountable. Heather enjoys spending time knitting. She has been making hats and donating them to the Eagle's Healing Nest.

Trisha and Heather may not be a part of the same social group, but they both have worked very hard to make lasting changes in their lives.



#### 



#### **Great Teams Propel Success!**

Stepping Stone is an outstanding and trusted nonprofit that continues to lead the way in assisting people

Want to know the secret to our success?

We have a great team that is comprised of an do such a great job in bringing support, life skills, and care

It is because of our incredible staff that Stepping Stone can reach such high goals and exceed expectations. Your tire less work and efforts enables us to keep focused on our

#### SPECIAL THANKS TO OUR GOLF SPONSORS



#### TITLE SPONSOR



#### **KEYSTONE SPONSORS**













#### YOU CAN MAKE A DIFFERENCE!

Stepping Stone is looking for volunteers.

To get started please visit our website to submit a volunteer application form. Or contact Tracy Pierce to learn about specific volunteer needs.

For more information, please contact Tracy Pierce tracy.pierce@steppingstoneeh.org ~ (763) 277-8313

Please get in touch with us, learn more about us or become more involved!

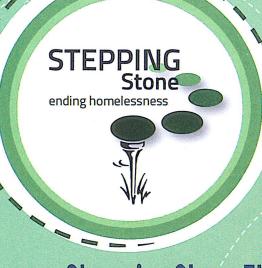




www.SteppingStoneEH.org



Stepping Stone Emergency Housing



# www.SteppingStoneEH.org

To register online or for more information, please visit our web site

# PAR-EE fore A PURPOSE

THE REFUGE GOLF CLUB OAK GROVE

Thursday, September 13 Registration 12:00 p.m.
Shotgun Start 1:00 p.m.
Par-Lee Fore A Purpose 5:00 p.m.
Dinner & Presentation 6:30 p.m.

#### TITLE SPONSOR



#### KEYSTONE SPONSORS









# Registration

**EARLY BIRD RATE THROUGH AUGUST 30!** 

Individual

\$125 \$100

Foursome

\$400 \$375

Sponsorshíp

#### **SELF-SUFFICIENCY**

\$5,000

 FOUR complimentary golfer registrations, each receiving one dozen Titleist Pro V1 golf balls.

#### HOUSING

\$2,500

• FOUR complimentary golfer registrations when registering a foursome.

#### **EMPLOYMENT**

\$1,000

TWO complimentary golfer registrations

#### **EDUCATION PLUS**

\$ 325

Hole sponsorship, plus ONE complimentary golfer registration

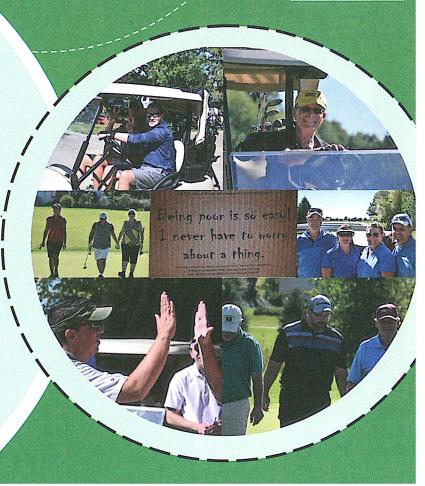
#### **EDUCATION**

\$ 250

Hole sponsorship

#### **NEW THIS YEAR!**

Bring a foursome and receive a EDUCATION sponsorship for \$150! That's a \$100 discount! DON"T DELAY!





Registration

# PARTEE fore A PURPOSE

THURSDAY, SEPTEMBER 13
The Refuge Golf Club ~ Oak Grove
Shotgun Start at 1 p.m.

## www.SteppingStoneEH.org

## Sponsorship

Main Contact / Team Captain		Main Contact			
Company		Company			
Address	-	Address			
City/Zip		City/Zip			
Email		Email		4 4	
Phone		Phone			
o Individual o Team \$25 \$100 \$450 \$375		0	Self-Sufficiency	\$5,000	
**Early Bird Rate good until August 31! Player #1		0	Housing	\$2,500	
Player #2		0	Employment	\$1,000	
Player #3		0	Education Plus	\$350	
Player #4		0	Education	\$250	
o VISA o MASTERCARD		o AMERICA	N EXPRESS		
EXPIRATION DATE	SECURITY CODE	BILLING ZIP CODE			
SIGNATURE					





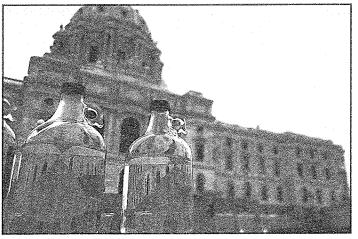
NEWS AND INFORMATION

FOR PUBLIC WATER SUPPLIERS IN MINNESOTA

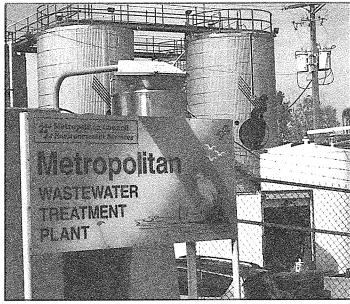
#### Water Bar at Capitol a Highlight of Safe Drinking Water Week



Governor Mark Dayton proclaimed May 6-12 Safe Drinking Water Week in Minnesota. As part of a week of activities, Water Bar was at the capitol and staffed by members of the Minnesota Department of Health (MDH) Drinking Water Protection Section on Wednesday, May 9. The watertenders served cups of water from St. Paul, St. Peter, and White Bear Township. MDH Commissioner Jan Malcolm spoke at the event, as did Minnesota Pollution Control Agency Commissioner John Linc Stine, Minnesota Section of the American Water Works Association (AWWA) Chair Dave Brown, and Minnesota Rural Water Association Executive Director Lori Blair.



#### The Poop Scoop



The Twin Cities seven-county metro area contains more than 150 community water supply systems, but the same area is served by only eight wastewater plants. The largest is the Metro Plant, downriver from downtown St. Paul. It treats an average of 172 million gallons of wastewater per day. Nearly 400 miles of interceptor pipes bring the majority of the Twin Cities' wastewater to the plant. See page 4 for more information.

#### **Get the Exam Prep App**



American Water Works Association (AWWA) has developed an app for smartphones and web browsers that contains practice questions for those studying to take a certification exam. An app with 100 questions in four subject areas is free, and additional questions are available for purchase. In addition, the app

can be purchased with a *Water Operator Certification Exam Prep* book that has more than 1,400 questions and answers. Search for "AWWA Exam Prep" for the app or go to awwaexamprep.com.

#### **Clean Water Fund Success Story**

Rock County Rural Water District

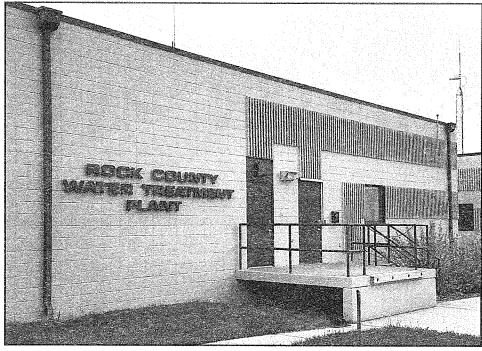
#### By Anna Arkin, Minnesota Department of Health

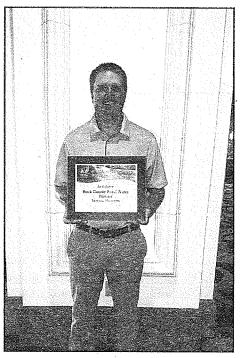
Rock County Rural Water District (RCRW) serves just over 3,000 people in southwest Minnesota. Unlike much of the state, southwest Minnesota does not have abundant water. Much of the surface waters are impaired, and groundwater resources are scarce. This concern is heightened for RCRW because water quality monitoring has shown that nitrate contamination exists, which is a significant public health concern. This relative scarcity and lack of good alternatives has led RCRW to recognize the importance of proactive source water protection.

Minnesota Department of Health (MDH) staff helped RCRW develop an action plan for protecting local sources of drinking water. As a result of the plan, RCRW built relationships with local landowners to educate them about options for managing their land to protect source water. RCRW then worked with farmers and provided financial incentives to implement nitrogen Best Management Practices on about 1,700 acres of land. MDH helped make these activities possible through Clean Water Fund-supported grants.

The Clean Water Fund supports this combination of MDH technical and financial assistance with hundreds of public water systems across the state. This assistance is crucial to the success of source water protection work. Many public water systems are small communities that lack the resources to be able to conduct the work on their own. These efforts protect drinking water for millions of Minnesotans.

For its effective implementation of its source water protection plan, along with the meaningful planning process





Joey Pick

used for the implementation, Rock County Rural Water District received the American Water Works Association (AWWA) 2018 Exemplary Source Water Protection Award for Small Source Water Systems at the AWWA Annual Conference & Exposition in Las Vegas. "This is a great honor, and we are proud to receive this award," said Joey Pick of Rock County Rural Water at the convention.

"AWWA has a formal methodology for communities to use in source water protection, and our wellhead protection framework fits right into that," said Steve Robertson, head of the MDH Source Water Protection Unit. "In the end, though, the system itself demonstrated the leadership to carry out their source water protection work with a high degree of integrity and determination, and I am very glad they have gotten this recognition."

#### Waterline

Published quarterly by the Drinking Water Protection Section, Minnesota Department of Health

**Editor:** Stew Thornley

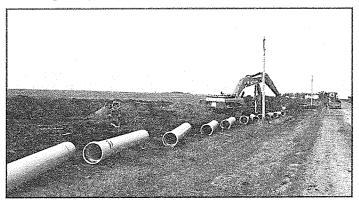
Staff: Noel Hansen, Jeanette Boothe

Past issues of the Waterline are available at http://www.health.state.mn.us/water/newsletters.htm

#### Water on Its Way to Worthington



Work continues on a meter building in Worthington and installation of 14-inch PVC pipe between Worthington and Adrian as part of the Lewis & Clark Rural Water System. Conceived in 1988 as a way of serving water-challenged areas in South Dakota, Iowa, and Minnesota, the Lewis & Clark project takes water from a series of wells that tap into an aquifer adjacent to the Missouri River near Vermillion, South Dakota. The water is delivered to communities as far away as 125 miles. The water first reached Minnesota in 2015, reaching Rock County Rural Water District and is expected to reach Worthington by the end of 2018.



#### Fluoridation Rule Revision

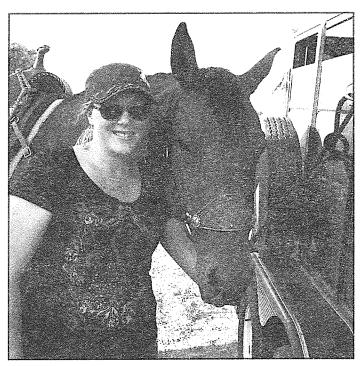
The Minnesota Department of Health Drinking Water Protection Section has begun revision of the portion of the state fluoridation rule that specifies the minimum, maximum, and average fluoride concentrations required at municipal public water systems. The original Request for Comment was published in the July 3, 2017 State Register (https://mn.gov/admin/assets/SR42\_1 - Accessible\_tcm36-301763.pdf).

The proposed revised language is:

Subp. 2. **Fluoride content.** The fluoride content of the water shall be controlled to maintain an average concentration of  $1.2\,0.7$  milligrams per liter; the concentration shall be neither less than  $0.9\,0.5$  milligrams per liter nor more than  $1.5\,0.9$  milligrams per liter.

Some readers may have concerns, questions, or comments about the impacts of changing the lowest, highest, and target fluoride targets. Please visit the Minnesota Fluoridation Rule Revision web page (http://www.health.state.mn.us/divs/eh/water/com/fluoride/rulemaking/index.html) for further information about the proposed rule revision, instructions for comment submission, and other relevant details.

#### **DWP Profile: Barb Moore**



Barb Moore (left) and Sweet Moon

Barbara Moore has joined the Drinking Water Protection (DWP) Section of the Minnesota Department of Health as a management analyst in the St. Paul office. She will be involved in DWP data management and quality assurance activities, the Exchange Network Grant projects, and projects related to Minnesota Drinking Water Information System re-design/modernization.

Barb grew up in Minnesota but has spent the past 14 years out west, competing in rodeos and living on ranches. She has worked as a project manager for a college curriculum management software company as well as for the University of Colorado and the College of Eastern Idaho. She is nearing completion of a masters degree in organizational management.

Barb is single with no kids, and she has 5 nieces and/or nephews, 3 horses, and 1 dog. She is active with her horses, competing in barrel racing and breakaway roping. "I grew up on a horse," she says, "and train my own horses. I also love to snowboard and love to cook.

"I look forward to meeting new people and will do my best in implementing the data management needs within DWP."

#### MDH Publishes Fact Sheet on Home Water Softening

The Minnesota Department of Health has a fact sheet that water utilities may share with their customers.

The fact sheet covers the basics of hard water and the softening process, provides a list of advantages and disadvantages of home water softening, and examines the health effects and environmental impacts of softening.

The fact sheet is available on the web at http://www.health.state.mn.us/divs/eh/water/factsheet/softening.html. A printable (pdf) version is at http://www.health.state.mn.us/divs/eh/water/factsheet/softening.pdf.

#### A Look at the Other End

We Focus on Water Supply. What Happens Next?

Most of the articles in the *Waterline* focus on water supply and making the water safe to drink; the other end of the process is just as important, and recently employees of the Minnesota Department of Health had the chance to tour the Metropolitan Wastewater Treatment Plant. To accompany the photos and description of the plant is a story, "Clear Water Obsession," that was written by the editor of the *Waterline* more than 25 years ago, when he was a reporter for *Construction Bulletin* magazine. This story appeared in a special anniversary issue, *Construction Bulletin: The First 100 Years:* 

It wasn't that long ago that a stroll along the Mississippi River produced an unsightly sight: raw sewage, huge mats of it floating downstream like a dead turtle.

For years, residents relied on the Mississippi to ingest whatever they put into it, using its natural biological abilities to process and assimilate the foreign materials. In this, they hardly differed from other cities in the United States located adjacent to major waterways. Rivers, lakes, oceans, and other bodies of water can be remarkably proficient in purifying waste. The large quantity of clean water diluted the sewage; the natural movement of the water carried the sewage away from the cities; and naturally occurring microorganisms in the water consumed organic wastes.

But, as was the case elsewhere, the problems of turning a river or lake into an open sewer of human and industrial waste eventually took its toll. As the water became murkier, recognition of the hazards became clearer.

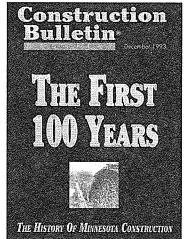
Locally, the health implications with the lack of adequate sanitation became cause for concern as far back as the mid-1800s. Although sewers began to replace backyard-disposal practices in the 1870s, the sewage still ended up in the same place: the Mississippi River.

Somehow people were still able to ignore the brown and oily texture the river was taking on as it began to live up to one of its many nicknames: the "Big Muddy." Spring floods were the savoir as the flushing action of the high water scoured the banks of the Mississippi, removing the past year's deposits of sludge and providing an adequate amount of natural cleansing.

But the opening of the Ford Dam in 1917 slowed the current of the water above the dam, reducing the purging action of the spring flooding. Sludge deposits quickly formed, and by dawn of the Roaring Twenties, an estimated three million cubic yards of sewage sludge was settling—much of it clearly visible on the surface—in the waters upstream from the dam. No longer could residents close their eyes—or their noses—to the fouling of their waters.

Once again, health concerns were the catalyst for action. The Minnesota State Board of Health proclaimed the Mississippi River a "public-health nuisance," prompting the appointment of a drainage commission and the eventual formation of the Minneapolis-St. Paul Sanitary District in 1933.

Two years later, work began on a wastewater treatment plant on Pig's Eye Island, a few miles downstream from downtown St. Paul. With the completion of the Pig's Eye Plant in 1938, the Twin Cities became the first major metropolitan area along the Mississippi River to treat its



sewage before dumping it into the water. Its effects were immediate and dramatic. The floating rolls of sewage virtually disappeared, and levels of dissolved oxygen, a critical water quality indicator, rapidly improved. From a health standpoint, the implications of the treatment were also readily noticeable.

The Pig's Eye Plant was hailed as an engineering marvel and attracted thousands of visitors to tour the facility. Many were engineers from other parts of the country, hoping to learn the secrets of the Pig's Eye processing as they planned similar practices for their community.

As the region continued to grow, more treatment plants were necessary. Today, the Minneapolis-St. Paul metropolitan area has 11 such plants, all under the jurisdiction of the Metropolitan Waste Control Commission (MWWC), established by the Minnesota Legislature in 1969.

The original Pig's Eye Plant has hardly been overshadowed by the addition of others. Although it has been renamed (now called simply the "Metro Plant"), it remains the largest wastewater treatment facility serving the Twin Cities. It treats 225 million gallons of wastewater per day, about half the wastewater generated in the state and 80 percent of that by the Twin Cities. The combined residential-industrial-commercial population served by the plant is more than two million people.

The treatment process at the Metro plant essentially mimics the natural ability of the water to cleanse itself as some particles are removed through sedimentation and others are ingested by microbes, although at a greatly accelerated rate.

The first process takes place in primary treatment. Sand, grit, and the larger solids in the wastewater are separated from the liquid through the use of screens, settling tanks, and skimming devices. Approximately half of the pollutants are removed in this phase.

Following primary treatment, a biological process takes place to remove most of the remaining pollutants. Air is infused in the wastewater to stimulate the growth of microbes—bacteria and other organisms—that then consume the waste materials. In the process, ammonia is also converted into non-toxic nitrates.

The water is then separated from the organisms and solids, which settle to the bottom of the separation tanks, where it is either incinerated, placed in landfills, or used as a soil conditioner in agricultural areas. At some treatment plants, this sludge serves as a fuel to produce energy.

Continued on next page

#### Continued from page 4

The water is disinfected with chlorine—which is later neutralized to keep it from harming aquatic life—to kill any harmful bacteria that remain and, finally, released into the Mississippi River.

The Metro Plant is a gravity-fed treatment system. The progressive phases are slightly lower in elevation than the previous ones, allowing water to pass through the plant and finally into the river without the need for pumps.

In addition to the treatment plants, the MWWC owns and maintains 500 miles of interceptor sewer pipes (sewers that intercept the flow of the original city sewers) that carry sewage from the producers to the treatment facilities.

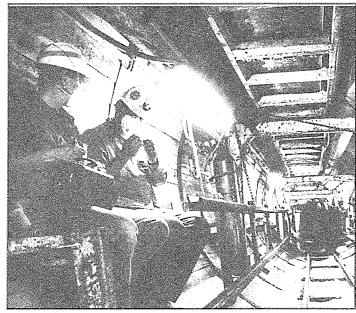
The sewers have been the focus of increasing attention in recent years. When the city sewers were first built late in the 19th century, they were designed to carry both storm water and sewage to the river. The interceptor sewers, however, are designed to handle only normal sewage flows. Heavy rains or rapid snow melts can increase the flow in the city sewers to the point that some of the combined flow—run-off and wastewater—bypasses the interceptor sewers and flows directly into the river.

In 1984, it was estimated that 4.6 billion gallons of combined untreated sewage and stormwater flowed into the Mississippi annually.

The cities of Minneapolis, St. Paul, and South St. Paul began work to provide separate storm and sanitary sewers. Their initial schedule did not call for complete separation until 2025. In 1985, however, the Minnesota Legislature mandated an accelerated 10-year schedule for the three cities, with total separation of the sewers finished by the end of 1995.

Although treatment practices of some type have been in existence for many years, it has been only in the last quarter-century that national standards on water quality have been set. Because of the leading role Minnesota has taken with regard to wastewater treatment, the MWWC has had no trouble in adhering to contaminant limits established with the passage of the Clean Water Act of 1972 and subsequent amendments to the Act.

Construction never ceases on the MWCC's system of plants and sewers. Flood protection projects completed in 1975 provided for an earthen dike and concrete floodwall to

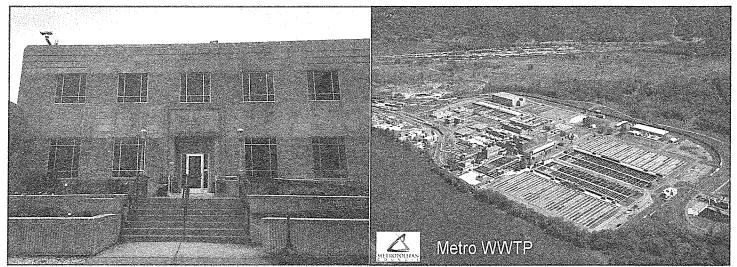


Construction on the Minneapolis East Interceptor, 40 feet below northeast Minneapolis. The largest tunneling project in Minnesota up to that time, the interceptor was completed in 1991.

an elevation nearly eight feet above the water levels during the record floods of 1965. An effluent pumping station was added in 1977. These improvements paid dividends in June of 1993 following periods of heavy rains. As the swollen Mississippi covered surrounding lowlands, including the downtown St. Paul airport, the Metro Plant continued operations to treat sewage.

The enhanced quality of water manifested itself in a strange way a few years ago. On a warm evening in June of 1987, a bumper crop of mayflies hatched in the Mississippi River near the Minneapolis-St. Paul airport. Attracted by the lights from nearby traffic, they converged on a bridge over the river, leaving Interstate 494 more than a foot deep in insects. The highway had to be closed and snowplows called out to clear the mayflies.

The good news in the story was that mayflies are signs of clean water. Despite the inconvenience they caused, their spawning was evidence that the state of the Mississippi River has indeed come a long way.



The art-deco administration building (left) was part of the original Pig's Eye Plant, which now covers more than 100 acres (right).

#### Minnesota AWWA Promotes Science, Technology, Engineering, Math (STEM)

By Carol Kaszynski

City of Bloomington and Chair of the Minnesota American Water Works Association (AWWA) Training and Education Council

The Science Technology Engineering Math (STEM) Committee has been busy. The focus is that we are the ambassadors of the water industry, a philosophy that includes being a role model. showing enthusiasm relating to all areas of the industry, and generating conversations regarding the industry with young, middle-aged, and older people.

and hands-on exercises.







The material can be distributed when given the opportunity to perform outreach services at such events as city open houses, remodeling fairs, community concerts, fun run/walks, and farmer's markets.

Along with printed material, the committee purchased STEM

items that can be given to attendees. There are three STEM banners and signs to be incorporated into your display. These items are all free to the Minnesota AWWA members.

Additionally, the STEM committee is developing a web page that will include testimonials from industry professionals. Short videos and photos of Minnesota AWWA members will promote the water industry. All of the developed material is available to MN AWWA members.

There are 10 pilot agencies that will be testing the material. If interested in participating with the testing or would like materials, please contact me, Carol Kaszynski, ckaszynski@ bloomingtonmn.gov, 952-563-4848.

Our infrastructure assets are aging, as is another previous asset—our staff. As members of the Minnesota Section, we are all ambassadors of the industry. The STEM committee believes it is our mission to recruit, develop, and retain

people from all backgrounds and diversity to provide safe and reliable utility services to our customers. The STEM committee developed material for cities, other government agencies, consulting firms, and vendors to share with potential recruits. The material includes information

regarding job descriptions, career benefits, useful web links,

#### New Toolkit Will Help You Communicate

Have you ever had a customer ask, "Is my water safe to drink?" How about, "Why does my water have an odor/color?" When you answer these questions, you are engaging in risk communication. Risk communication is a science-based approach to informing people about potential hazards to their person, property, or community. More simply, risk communication is about giving people the right information at the right time to help them make decisions.

In a more connected and digital world, water professionals are expected to communicate faster and more frequently with stakeholders, including elected officials, customers, and partners. Increased communication presents an opportunity to build relationships, shape your message about drinking water, and engage audiences in ways that gain support for your public water supply and drinking water investments. It also presents challenges. How do you know you're saying the right thing, in the right way?

Luckily, there are resources to help you communicate effectively. The new Minnesota Department of Health Drinking Water Risk Communication Toolkit (http://www.health.state.mn.us/divs/eh/water/toolkit/index.html) contains strategies, examples, and templates to help you communicate about drinking water. The toolkit includes:

- Information about different types of communication, from teaching customers about your everyday operations to communicating about contaminants in drinking water.
- Strategies, examples, and templates for communications planning, making your message, and telling your story.

Use the toolkit to learn how to:

- Create simple-to-use, accurate, and clear messages about drinking water.
- Develop consistent drinking water messages to maintain and build confidence in tap water.
- Identify effective methods for communicating about contaminants in drinking water.
- Share examples of your communications successes with other public water systems.
- Request example messages on challenging or hot topics from MDH.

One of the duties of water professionals is to provide information about drinking water, especially about drinking water contaminants. We must convey information about potential health risks of exposure to contaminants (when applicable) and actions that can be taken to reduce exposure—while at the same time maintaining confidence in public water supplies.

Access the MDH Drinking Water Risk Communication Toolkit today to strengthen your communication skills. You can communicate with confidence at any time, in any situation.

# Northwest District Water Operators School

Here is the agenda for the October 23-25 Northwest Water Operators School at the Holiday Inn Lakefront, 1155 Highway 10 East, Detroit Lakes 56501, 216-847-2121.

Participants in the school will receive 16 credit hours for their attendance. The school is \$140 (\$150 after October 8.)

Registration will begin at 7:45 a.m. on Tuesday, October 23 with the breakfast beginning at 8:15 on Wednesday and sessions starting at 8:30 on Friday.

The certification exams will be held at 9:00 a.m. on Friday.

#### Tuesday, October 23

#### 8:15 to noon

- American Water Works Association Section Update
- · Water in Haiti
- Minnesota Department of Health Update
- Lead in Schools/Corrosion Control Treatment

#### 1:00 to 3:30

- · Backflow
- · Lab Equipment/Field Testing
- TOP of the Tower

### Wednesday, October 24

Exam study session

#### 8:15 to Noon

- Breakfast
  - Speaker: Achintya Bezbaruah of North Dakota State
- Vendor Show Hands-on Sessions/TopOps/Water Taste Test

#### 1:00 to 3:30

• Tours of RMB Lab and S. J. E. Rhombus

#### Thursday, October 25

#### 8:30 to noon

- Hydrants
- GIS Asset Management
- Phosphates
- 20 Questions

#### **Advanced Treatment Technologies Workshop September 27**

The Minnesota Section of American Water Works Association will host its third annual Advanced Treatment Technologies Workshop Thursday, September 27. This year's workship will focus on chlorine disinfection with topics including breakpoint chlorination, chlorine safety, chlorine generation, and disinfection by-products.

The workshop will be at the Bloomington Public Works Building, 1700 W. 98th Street (with parking across 98th Street to the south at the Civic Plaza Building.

Participants will receive 6 credit hours for attending. The workshop is \$60 (\$70 after September 20) and will be limited to 65 people.

Go to https://www.mnawwa.org/events/event\_list.asp to register for all schools and workshops

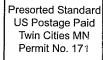
#### **Reminder to All Water Operators**

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.





Environmental Health Division 625 North Robert Street

P. O. Box 64975

OF HEALTH St. Paul, Minnesota 55164-0975

ADDRESS SERVICE REQUESTED

#### 

T12 P1 \*\*\*\*\*AUTO\*\*ALL FOR AADC 553
SPRING LAKE PARK CITY COUNCIL
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

\*September 5, Southwest Water Operators School, Mankato. Contact Kyle Hinrichs, 507-381-0220.

September 18-21, Annual Conference, Duluth Entertainment Convention Center. Contact Rob Isabel, 651-252-3716. October 12, Southeast Water Operators School, Cabela's, Owatonna. Contact Bob Stark, 651-385-5112.

October 17, Central Water Operators School, St. John's University, Collegeville. Contact Bill Schluenz, 320-252-6822.

\*October 23-25, Northwest Water Operators School, Holiday Inn Lakefront, Detroit Lakes. Contact Dan Portlock, 218-329-3875.

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.

Suburban Utility Superintendents Association (SUSA)

\*October 31, Shoreview. Contact Eric Volk, 763-635-1361.

\*October 3, Safe Drinking Water Act Compliance, Zumbrota \*October 10-12, Certification Workshop, St. Cloud \*November 7, Safe Drinking Water Act Compliance, Clarks Grove

\*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