



**CITY COUNCIL AGENDA
MONDAY, AUGUST 20, 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 Minutes – August 6, 2018
 - B. Disbursements
 1. General Operations Disbursement Claim No. 18-13 \$267,180.10
 - C. Approval of Right Of Way Application – CenterPoint Energy
 - D. Contractor’s Licenses
 - E. Correspondence
6. POLICE REPORT
7. PARKS AND RECREATION REPORT
8. NEW BUSINESS
 - A. Approval of Drainage and Utility Easement Agreement (1415 81st Avenue NE)
 - B. Approval of Purchase of MT Trackless
9. ORDINANCES AND/OR RESOLUTIONS
 - A. Resolution 18-30 Denying A Request For A Comprehensive Plan Amendment To Reguide 8360 Pierce Street From Low Density Residential To High Density Residential
 - B. Resolution 18-31 Denying A Request for A Zoning Map Amendment to Rezone 8360 Pierce Street From R-1, Single Family Residential, to R-2, Medium Density Residential
 - C. Resolution 18-32 Conditionally Granting Site Plan Approval For Exterior Façade and Parking Lot Improvements at 8001 Central Avenue NE
10. ENGINEER’S REPORT
11. ATTORNEY’S REPORT
12. REPORTS
13. ADMINISTRATOR REPORTS
14. OTHER
 - A. Closed Session – Approval of Purchase Agreement for 525 Osborne Road NE
15. ADJOURN

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

RULES FOR DISCUSSION FROM THE FLOOR AND PUBLIC HEARINGS

DISCUSSION FROM THE FLOOR

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

PUBLIC HEARINGS

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

The following format will be used to conduct the hearing:

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

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council was held on August 6, 2018 at the Spring Lake Park Community Center, 1301 81st Avenue N.E., at 7:00 P.M.

1. Call to Order

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

2. Roll Call

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

Members Absent: None

Staff Present: Police Chief Ebeltoft; Public Works Director Randall; Building Official Brainard; City Planner Carlson; Attorney Thames; Parks and Recreation Director Rygwall; Administrator Buchholtz and Executive Assistant Gooden

Visitors: Michael Thomas, Thomland Homes
Eric Ollestad, Value Homes
Ria Morgan, 342 81st Avenue NE
Paddy Jones, Ham Lake

3. Pledge of Allegiance

4. Additions or Corrections to Agenda

Administrator Buchholtz asked that Resolution 18-28 Accepting A Donation To The City be added to the Consent Agenda as Item 6E.

Councilmember Goodboe-Bisschoff inquired on how much more is needed to purchase a new chipper. Administrator Buchholtz stated that approximately \$5,000.00 is needed.

5. Discussion From The Floor

Michael Thomas, Thomland Homes, provided a summary to the Council of the plans to develop six townhomes on the 8360 Pierce Street NE property. He stated that an association will maintain the townhomes, and that the townhomes will be spacious and affordable for the area. He reported that the plans will allow the mature trees to stay and will provide a natural buffer. He stated that it is unknown if a retention pond will be necessary on the property.

Eric Ollestad, Value Homes, provided the Council with photos of the layout of the proposed townhomes and explained how these townhomes would be a good fit into the existing neighborhood, as the townhomes will be marketed as a high-end affordable townhome with many upgrades and an open plan feeling. He stated that the plan is to sell the townhomes rather than market them as rentals.

Councilmember Nelson stated that he has many concerns on the proposed townhomes. He reported that he had spoken with many of the residents and learned that they are not in favor of the townhomes. He stated that he felt the price point is too high for the community and does not think that the townhomes complement the existing residential homes. He stated he did not think it is a good fit however; he would be in favor of a twin

home project.

6. Consent Agenda:

Mayor Hansen reviewed the following Consent Agenda items:

- A. Approval of Minutes – July 16, 2018
- B. Approval of Right of Way Permit – Mastertec North America, Inc.
- C. Contractor's Licenses
- D. Correspondence
- E. Resolution 16-28 Accepting a Donation To The City

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

7. Public Works Report

Public Works Director Randall reported that in the month of June, the Public Works Department continued to collect the garbage and recycling at the parks and weed whip at City facilities.

Mr. Randall reported that the Department performed maintenance on the softball fields and prepared for the softball tournaments. He reported that woodchips have been added to the playground areas at the parks. He stated that the Department has been painting crosswalks and stop bars as well as striping the city parking lots.

Mr. Randall reported that three new pickup trucks have been put into service. He stated that over half of the city is complete with sewer clean outs. He reported that the replacement water meters has started at the Spring Lake Terrace mobile home park. He stated that the existing meters are over thirty years old.

Mr. Randall reported that volunteers from Substance Church stained all the hockey boards. He stated that they did a nice job and that he appreciated their help.

8. Code Enforcement Report

Building Official Brainard stated that in June 2018, 23 building permits, 12 zoning, 13 mechanical, four plumbing and two sign permits were issued for 54 permits compared to 54 in June 2018. He reported that the Code Enforcement Department conducted 129 inspections in the month of July.

Mr. Brainard reported construction continues rapidly at the Legends of Spring Lake Park. He stated that the outdoor trailer for Eagle Builders was removed and the office has moved inside. He stated that last week a coupling failed on a PEX water line and caused extensive damage to the entry area insulation and drywall. He stated that all damaged insulation and drywall has been removed and replaced.

Mr. Brainard reported that the June 2018 vacancy listing shows that there are 13 vacant/foreclosed residential properties currently posted and/or soon posted by the Code Enforcement Department, which is up one from last month. There are two vacant/foreclosed commercial properties, which remains the same from last month; and one residential properties currently occupied and ready for Sheriff Sale redemption, which is down three from last month. He reported that he did not post any abandoned and/or vacant property notice in the month of July. He stated that the department did not issue any administrative offense tickets.

Mr. Brainard reported that he attended the Council meeting on July 2; a Budget meeting on July 2; the Department Head meeting on July 3 and Planning Commission meeting on July 23.

9. Ordinances and Resolutions

A. Resolution 18-25 Approving A Variance To Allow A Driveway Variance at 7783 Tyler Street NE

Administrator Buchholtz reported that the City received an application for a variance at 7783 Tyler Street NE to allow for the replacement of his driveway along the north edge of the property, on the property line, within the required five-foot side-yard setback. He reported that normally, such driveway replacements would not come before the Planning Commission. He reported that there is no record that a variance was obtained for the driveway's current placement and therefore, an after-the fact variance is required prior to the driveway improvement. He reported that the property is an 11,970 square-foot residential site, along Tyler Street NE. He stated that currently the site includes a single-family home, shed and driveway. He stated the property is zoned R-1 Single Family Residential and guided Low Density Residential in the 2030 Future Land Use Plan.

Administrator Buchholtz reported that the site is standard length and width and does not include any unique conditions such as steep slopes or wetlands that could be considered a practical difficulty for construction of the driveway extension elsewhere on the property. He noted that a previous property owner located the driveway in its current location. He stated that the applicant wishes to replace the existing driveway that has been in place for many years.

Administrator Buchholtz stated that the one potential difficulty is that the applicant is requesting a variance to locate the driveway within the required five-foot setback from the northern property line. He stated that the existing driveway is located in the five-foot setback and is thus a preexisting feature on the site. He stated the current placement of the driveway was established by the previous property owner and is not a hardship created by the applicant. He stated that the applicant simply wishes to reconstruct the existing driveway on his property.

Administrator Buchholtz stated that there is no existing screening along the driveway. He stated that the Commission could recommend the requirement of screening along the north property line, which could address concerns from the neighbor to the north.

Administrator Buchholtz stated that the applicant's neighbor to the north has submitted a letter objecting to the continued placement of the driveway in its current location.

Administrator Buchholtz stated that staff recommended that the Planning Commission recommend to the City Council approval of the application for a variance to allow a driveway extension with the following conditions:

1. Additional information about drainage and snow storage be submitted to the Public Works Director for review prior to construction.

He reported that after a lengthy discussion the Planning Commission was not able to recommend approval due to differing opinions. Mayor Hansen stated that there had be a considerable amount of debate on the request by the Planning Commission and agreed that the opinions were too far apart to reach a recommendation.

Councilmember Nelson stated that he has noticed that there are many driveways that exist this like this request and was in agreement with the conditions of snow and ice removal.

Councilmember Goodboe-Bisschoff inquired as to why a permit was not applied for before the work was started. She read a portion of the letter of objection to the driveway variance from the neighboring property.

Councilmember Delfs stated that he is has a mixed opinion on the request. He stated that the curb cut could be put back to the original and it would not look out of place.

Mayor Hansen suggested that a fence be placed between the properties with a two and half foot setback. She stated that it would prevent a situation where the applicant would get out of a vehicle and be on this neighbor's property.

MOTION MADE BY COUNCILMEMBER GOODBOE-BISSCHOFF TO APPROVE RESOLUTION 18-25 APPROVING A VARIANCE TO ALLOW A DRIVEWAY VARIANCE AT 7793 TYLER STREET WITH THE FOLLOWING CONDITIONS: 1.) APPLICANT SHALL PLACE DRIVEWAY NO CLOSER THAN TWO AND ONE HALF (2.5) FEET FROM THE PROPERTY LINE AND PROVIDE A SURVEY DEMONSTRATING COMPLIANCE; 2.) APPLICANT SHALL PROVIDE A PROPOSED DRAINAGE AND SNOW STORAGE PLAN TO THE PUBLIC WORKS DIRECTOR FOR REVIEW AND APPROVAL PRIOR TO CONSTRUCTION; 3.) APPLICANT SHALL CONSTRUCT A FENCE ALONG THE DRIVEWAY NO CLOSER THAN SIX (6) INCHES FROM THE PROPERTY LINE; 4.) APPLICANT SHALL CONSTRUCT A CURB (ASPHALT OR CONCRETE) ALONG THE NORTH EDGE OF THE DRIVEWAY TO DIRECT WATER AWAY FROM THE NEIGHBORING PROPERTY; 5.) APPLICANT SHALL REDIRECT DISCHARGE OF WATER FROM EXISTING ROOF GUTTERS AWAY FROM THE NORTH PROPERTY LINE. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

B. Resolution 18-26 Approving A Conditional Use Permit For A Dog Kennel License at 342 81st Avenue NE

Planner Carlson reported the city received an application from Ria Morgan requesting a Conditional Use Permit (CUP) for her property located at 342 81st Avenue NE to increase the number of dogs in her single-family home from four to five. He stated that the definition of a Kennel-Private in the ordinance that is triggering the CUP.

Mr. Carlson stated that the property is in a residential neighborhood near the intersection of University Avenue and 81st Avenue NE. He stated the property is guided Low Density Residential in the 2030 Comprehensive Plan Update and is guided for Single Family Residential in the 2040 Update.

Mr. Carlson reported that the applicant is requesting a CUP for the housing of one additional dog on the residential property. He stated that the building is a single-family dwelling and the entire back and side yards are completely fenced in. He stated that the application states, "dogs are primarily indoors with some playtime outside", so nuisance is not an issue. He reported that the dog has been sterilized and the application states "no intention to breed." He stated that the dog has been vaccinated for rabies with documentation provided.

Mr. Carlson stated that Chapter 92 of the Code of Ordinances requires kennels to be licensed. He stated that this applies to any person who owns more than three dogs over the age of six months. He noted that additionally, each individual dog is required to be licensed and registered in the City.

Mr. Carlson stated that if the owner maintains compliance with their license for a private kennel, no additional traffic is anticipated. He stated that as a private kennel, no customers should be driving to and parking at the site. He stated that the owner shall take appropriate steps to clean up the yard at regular intervals through the entire year to eliminate the smell for adjacent neighbors. He stated that the issuance of a license for a private kennel will require the number of dogs be maintained at the number (five) proposed in this CUP.

Mr. Carlson reported that the Planning Commission recommended to the City Council approval of the application for a Conditional Use Permit to allow a Kennel-Private in the R-1 Single Family Residential district with the following conditions:

1. The owner shall keep up-to-date licenses for the Kennel and individual dogs.
2. The owner shall take appropriate steps to clean up the yard at regular intervals through the entire year to eliminate smell for adjacent neighbors.
3. The dogs shall be contained within the fenced yard.
4. All actions necessary shall be taken to reduce incessant dog barking outside.

Councilmember Delfs inquired if there was a condition for the number of animals allowed. Building Official Brainard stated that there is no specific number listed in the City Code and five was the suggested number for enforcement purposes.

MOTION MADE BY COUNCILMEMBER NELSON TO APPROVE RESOLUTION 18-26 APPROVING A CONDITIONAL USE PERMIT FOR A DOG KENNEL LICENSE AT 342 81ST AVENUE NE. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

C. Resolution 18-27 Approving A Comprehensive Plan Amendment to Amend the Future Land Use Map for 8360 Pierce Street NE

Planner Carlson reported that the property at 8360 Pierce Street is a large single-family lot that has been the subject of previous planning and zoning requests. He stated that an application in 2016 sought to plat the property into three new lots – two new single-family residential lots and an outlot for future commercial development. He stated that the existing house and garage were to be removed to make way to build two houses. He stated that surrounding uses are residential on three sides, commercial to the north, and semi-public (church) northeast. He stated the new plat was to be called Pride Rock. He stated that the current vacant single-family lot is the parcel the commission is reviewing.

Mr. Carlson reported that the request is to re-guide the property from Single Family to Medium Density Residential and rezone it from R-1 to R-2 to allow construction of a six-unit townhouse project. He stated the property was guided Commercial in the City's 2030 Lane Use Plan, but this has been changed to Single Family in the approved 2040 Land Use Plan and the property is zoned R-1 Single Family Residential.

Mr. Carlson stated that the existing parcel is approximately 180' x 180' to the centerline of Pierce Street; taking out 30' for Pierce Street right-of-way, the lot is 150' x 180', or 0.62 acres. He stated that the request is to change the land use designation to Medium Density Residential and rezone to the R-2 District to allow construction of a six-unit townhouse structure. Six units on 0.62 acres = 9.6 units/acre.

Mr. Carlson stated that the applicant asserts the economics of the property will not allow construction of single-family homes, which makes sense with the understanding of current real estate economics. He concurred that the price of the land and the Spring Lake Park market would not allow for profitable construction of new single-family homes in this area of the City.

Mr. Carlson stated that in the Comprehensive Plan, Medium Density is defined as three-six units/acre; High Density is 6-25 units/acre.

Mr. Carlson reported that the R-2 zoning calculates density based on a certain lot area per unit tied to the number of bedrooms, which comes out to about 11-13 units/acre. He stated that R-2 zoning would permit the proposed townhouses but guiding the property Medium Density would not allow the proposed project, since the proposed density is higher than the maximum six units/acre stipulated in the Comprehensive Plan.

Mr. Carlson reported that guiding the property High Density Residential, however, and rezoning to R-2 would allow the project as proposed. He stated that while the Medium Density designation generally corresponds to R-2 zoning and the High Density designation to R-3 zoning, they do not need be in lock step. He stated that a designation of High Density at 6-26 units/acres and R-2 zoning at 9.6 units/acre are consistent, which is what is looked for in planning and zoning patterns.

Mr. Carlson suggested that the City Council should consider the immediate impact of this proposal. He stated that the six-unit townhouse would be across the street from existing single-family homes that are guided for Commercial use. He stated that the proposed townhouses abut an existing commercial use to the north and single-family homes to the south-a better transition than single-family directly abutting commercial. He stated that two-story townhomes are a better fit with the neighbors than a taller more massive apartment building, which a reason the R-2 zoning is better than R-3 in this location.

Mr. Carlson reported that before this project could proceed, another required step is to plat the property into one lot, should this application be approved, or multiple lots for individually owned townhouse pads in a condominium agreement.

Mr. Carlson stated that City Zoning Code standards do not require site plan or design approval for medium density dwellings like this townhouse structure, so the information on the actual design and appearance of the structure is helpful, but he noted that the Planning Commission and City Council do not have authority to review and approve it. He stated that it must meet setbacks, height limit and building code.

Mr. Carlson recommended approval of a Comprehensive Plan amendment from Single family to High Density Residential and a rezoning from R-1 to R-2 for the lot at 8260 Pierce Street, with the following conditions:

1. Before a building permit is issued the lot must be platted, with appropriate new easements dedicated and old ones vacated per City Engineer's recommendation.
2. If the units to be sold individually the plat must reflect individual ownership of unit pads and homeowner's association documents must be submitted for review by the City.
3. Before building permits are approved for the project:
 - a. Details on site drainage need to be reviewed. Site grading shall be completed so that no additional runoff is diverted to any adjacent property.
 - b. Details on the driveway, sewer and water service connections, and street patching needs to

reviewed and approved by the City Engineer.

Planner Carlson reported that the Planning Commission voted three to one for approval of the Comprehensive Plan Amendment.

Councilmember Wendling stated that he likes the premium quality of the proposed townhomes. He stated that two other townhome projects that took place in previous years were of not as much of high quality and they have now turned into rental units. He stated that he is concerned with the density of the site and the traffic on the dead end street.

Councilmember Delfs stated that he has reservations on whether Spring Lake Park will support a higher end townhome in the particular neighborhood. He stated that he supports the builders and is impressed with their concept. He stated that he knows that the long-term residents are against a development such as what is being proposed.

Mayor Hansen stated that there is a lot of debate on this property especially of the neighbors in the area and long time residents. She assured the residents that their concerns are being heard.

Councilmember Goodboe-Bisschoff stated that she feels that the rezoning the property into R-2 defeats the intent and desire of the market and neighboring citizens. She stated that she understands the need for more housing in the area and suggested that two-family or twin homes be built instead of the proposed townhome plan.

Councilmember Goodboe-Bisschoff suggested that the Council deny the Comprehensive Plan amendment and rezoning and encourage the developer to seek a Planned Unit Development to accommodate two, two-family dwelling units.

MOTION MADE BY COUNCILMEMBER GOODBOE-BISSCHOFF TO DENY RESOLUTION 18-27 APPROVING A COMPREHENSIVE PLAN AMENDMENT TO AMEND THE FUTURE LAND USE MAP FOR 8360 PIERCE STREET NE DUE 1) THE PROPOSED SIX UNIT TOWNHOME DEVELOPMENT WOULD NOT BE AN APPROPRIATE FIT TO A PREDOMINATELY SINGLE FAMILY NEIGHBORHOOD ALONG THE NORTH END OF PIERCE STREET; 2) THE PROXIMITY AND PLACEMENT OF THE DRIVEWAYS FOR THE PROPOSED TOWNHOME DEVELOPMENT WOULD RESULT IN TRAFFIC CONGESTION AND PUBLIC SAFETY CONCERNS DUE TO THE HIGH NUMBER OF VEHICLES BACKING ONTO PIERCE STREET; 3) THE EXISTING LAND USE DESIGNATION AND ZONING OF THE PROPERTY IS REASONABLE AS THERE ARE SINGLE AND TWO FAMILY HOMES TO THE SOUTH AND WEST OF THE SUBJECT PROPERTY, FORMING AN ESTABLISHED NEIGHBORHOOD. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

D. Ordinance 447 Amending the Official Zoning Map of the City of Spring Lake Park

Item was removed due to denial of Resolution 18-27.

10. New Business

A. Construction Contract Change Order No. 1 – 2018 Sanitary Sewer Lining Project

Administrator Buchholtz reported that the Public Works Director has identified four sanitary sewer segments

with poor pipe conditions that he would like to have added to the 2018 sewer-lining project. He stated that at this time, the City is requesting approval to add the four additional sewer segments to the project in the form of formal approval of Construction Contract Change Order No. 1.

Administrator Buchholtz reported that the four segments to add are show to include:

Sanburnol Drive MH59 to MH60

Rosedale Road MH 109 to MH 110

Buchanan Street MH 294 to MH 295. Buchanan Street MH 295 to MH 296.

He reported that the Contractor for the project is Insituform Technologies USA, LLC. He provided the pricing for the project as follows:

Description	Quantity	Unit Price	Extended Price
Lining	1054 LF	\$21.90	\$23,082.60
Traffic Control	1 LS	\$660.00	\$660.00
Mobilization	1 LS	\$1,100.00	<u>\$1,100.00</u>

Total Change Order			\$24,842.60
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Administrator Buchholtz reported that the original bid amount was \$326,758.40. He stated that with this Change Order of \$24,842.60, the revised project Contract amount will be \$351,601.00.

Mayor Hansen inquired if it would be more beneficial to complete the entire lengths of Buchanan Street, Terrace Road and Rosedale Road. Mr. Randall stated that it would be a good decision to add the entire streets to the Change Order.

Mr. Randall stated that the Change Order cost with the added lengths would be \$49,348.70. He stated that the funds would come from the Renewal and Replacement fund.

MOTION MADE BY MAYOR HANSEN TO APPROVE CONTRACT CHANGE ORDER NO. 1 – 2018 SANITARY SEWER LINING PROJECT WITH THE ADDITION OF COMPLETING BUCHANAN STREET, TERRACE ROAD AND ROSEDALE ROAD IN THE AMOUNT OF \$400,949.70. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

B. Set Date/Time for August Work Session – August 13, 2018 at 5:30 PM

Mayor Hansen requested that the Council meet on August 13, 2018 at 5:30 PM for an August Work session. She reported that the 2019 Budget would be discussed along with Administrator reports.

The consensus of the Council was to schedule a Work Session.

11. Engineer's Report

Engineer Gravel was not present for the meeting. There were no new items to report.

12. Attorney's Report

Attorney Thames reported that he has reviewed the Purchase Agreement for 525 Osborne Road and the Slurry Seal contract has been reviewed and signed.

13. ReportsA. Beyond the Yellow Ribbon Report

Councilmember Nelson reported that the Committee held their business meeting and discussed the car show event for next year, a polar plunge and the possibility of holding a second grill night at the VFW. He stated that volunteers are welcomed.

B. Other Reports

Councilmember Goodboe-Bisschoff reported that she attended the Minne-soda Festival at Blue Sun Soda Shop and noted that it was well organized and attended.

14. OtherA. Special Use Permit Review for Used Car Dealership Licenses

Building Official Brainard reported that the Code Enforcement Department conducts reviews on all used car dealership properties for compliance to their existing special use permit. He stated the inspections by the Code Enforcement Department on dealership compliance to their special use permit are conducted several times a year, helping to bring a more consistent conformity throughout the year.

Mr. Brainard reported that nine business were inspected and two were not in compliance. He stated that the businesses were sent notices for compliance by July 20, 2018.

B. Closed Session to Discuss Possible Sale of 8059 Highway 65 NE

MOTION MADE BY MAYOR HANSEN TO CLOSE REGULAR CITY COUNCIL MEETING TO DISCUSS POTENTIAL SALE OF PROPERTY IDENTIFIED AS 8059 HIGHWAY 65 NE. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

Mayor Hansen recessed the meeting at 8:55 PM.

Mayor Hansen opened the regular meeting at 9:11 PM,

Attorney Thames reported that the City Council discussed a possible sale of the property at 8059 Highway 65 NE. He stated that staff was directed to approve the draft Purchase Agreement by approval of Resolution 18-29 Authorizing Mayor And Administrator, Clerk/Treasurer To Sign Deed For Property Locally Described As 8059 Highway 65 NE.

MOTION MADE BY COUNCILMEMBER DELFS TO APPROVE RESOLUTION 18-29 AUTHORIZING MAYOR AND ADMINISTRATOR, CLERK/TREASURER TO SIGN DEED FOR PROPERTY LOCALLY DESCRIBED AS 8059 HIGHWAY 65 NE. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

C. Administrator Reports

Administrator Buchholtz reported that the Hy-Vee construction trailer has been moved onto the site and the demolition permit has been submitted. He stated that the grading permit will be issued in the near future.

Administrator Buchholtz reminded residents that Night To Unite is August 7, 2018.

15. Adjourn

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

The meeting was adjourned at 9:15 P.M.

Attest:

Cindy Hansen, Mayor

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

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

Date: July 2018
Page: 1
Claim Res.#18-13

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
64647	AFLAC	PAYROLL	22.17
64648	CENTRAL PENSION FUND	PAYROLL	520.08
64649	DEARBORN NATIONAL	PAYROLL	450.21
64650	DELTA DENTAL	PAYROLL	1,499.36
64651	FIDELITY SECURITY LIFE	PAYROLL	31.35
64652	HEALTH PARTNERS	PAYROLL	11,944.84
64653	L.E.L.S.	PAYROLL	245.00
64654	LOCAL 49	PAYROLL	103.50
64655	NCPERS MINNESOTA-7750811	PAYROLL	72.00
64656	AMERICAN MESSAGING	MONTHLY SERVICES	4.74
64657	ASPEN MILLS	UNIFORM ALLOWANCE	497.80
64658	AT & T MOBILITY	MONTHLY SERVICES	1,124.19
64659	AUTO AIR AND ACCESSORIES	AUTO SERVICES	540.00
64661	CARSON, CLELLAND & SCHREDER	LEGAL SERVICES	11,078.28
64662	CENTERPOINT ENERGY	MONTHLY UTILITIES	190.79
64663	CENTRAL WOOD PRODUCTS	REC STEP-CERT PLAYGROUND	1,665.00
64664	CINTAS	MATS	88.46
64665	COMPUTER INTERGRATION TECH	MONTHLY SERVICES	2,000.00
64666	CONNEXUS ENERGY	MONTHLY UTILITIES	9.63
64667	ESS BROTHERS, INC.	PARTS	347.00
64668	FERGUSON WATERWORKS #2516	PARTS	1,422.26
64669	FLEXIBLE PIPE TOOL COMPANY	SERVICES/PARTS	1,818.00
64670	G & N ENTERPRISES	SUPPLIES	113.50
64671	GOPHER STATE ONE-CALL INC	LOCATES	145.80
64672	GREENHAVEN PRINTING	PRINTING	48.00
64673	HAWKINS WATER TREATMENT	WATER CHEMICALS	1,912.70
64674	INSTRUMENTAL RESEARCH INC	WATER TESTING	72.00
64675	MICHAEL LEDMAN	RECREATION INSTRUCTOR	624.00
64676	MANSFIELD OIL COMPANY	FUEL	1,269.27
64677	METROPOLITAN COUNCIL	SAC DEFERRAL: TORG BREWERY	4,920.30
64678	MINNEAPOLIS SAW	PARTS/SUPPLIES	88.03

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

Date: July 2018
Page: 2
Claim Res.#18-13

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
64679	CITY OF MINNEAPOLIS	APS TRANSACTIONS	246.60
64680	MINNESOTA A.W.W.A.	CONFERENCE REGISTRATION	255.00
64681	NORTHERN	PARTS	91.92
64682	PERFECT 10 CAR WASH	AUTO SERVICES	115.88
64683	SCENIC SIGN CORP	SERVICES	8,265.00
64684	SMITH SCHAFER & ASSOCIATES	AUDIT FINANCIAL STATEMENTS	6,725.00
64685	THE MULCH STORE SPECIALIZED	SERVICES	150.00
64686	STANTEC	ENGINEERING FEES	19,320.16
64687	THE HOME DEPOT CREDIT SVCS	MONTHLY CREDIT CARD	427.74
64688	THE SAFARILAND GROUP	TRAINING REGISTRATION	200.00
64689	TOWMASTER	TRUCK CHASSIS	11,421.00
64690	U.S.T.I.	E-BILLING	27.44
64691	WASTE MANAGEMENT OF WI-MN	MONTHLY SERVICES	7,146.74
64692	XCEL ENERGY	MONTHLY UTILITIES	50.55
64693	ASPEN MILLS	UNIFORM ALLOWANCE	783.80
64694	CITY OF BLAINE	SLP PROP. WTR SYSTEMS	668.21
64695	BUREAU OF CRIM APPREHENSION	CJDN ACCESS FEE	390.00
64696	CENTERPOINT ENERGY	MONTHLY UTILITIES	185.01
64697	CINTAS	MATS	88.46
64698	CJ SPRAY INC	OPERATING SUPPLIES	505.55
64699	COMCAST	MONTHLY SERVICES	105.92
64700	COMM-WORKS, LLC	PARK CAMERAS/REPAIR	406.25
64701	CONNEXUS ENERGY	MONTHLY UTILITIES	330.88
64702	COON RAPIDS CHRYSLER	AUTO SERVICES	2,915.06
64703	COTTENS INC	PARTS	286.10
64704	DIAMOND VOGEL PAINTS	SUPPLIES	324.00
64705	DODGE OF BURNSVILLE	AUTO SERVICES	10,011.94
64706	EMERGENCY AUTOMOTIVE TECH	AUTO SERVICES	2,502.54
64707	CITY OF FRIDLEY	RECREATION FIELD RENTAL	40.00
64708	GREEN LIGHTS RECYCLING INC	RECYCLYING EVENT	185.24
64709	HOMEFRONT PROTECTIVE GROUP	REGISTRATION	190.00

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

Date: July 2018
Page: 3
Claim Res.#18-13

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
64710	LANDS' END	UNIFORM ALLOWANCE	137.80
64711	LEE'S HEATING & AIR	SERVICES	820.00
64712	MACQUEEN EQUIPMENT INC	PARTS	173.73
64713	MANSFIELD OIL COMPANY	FUEL	1,948.89
64714	MAYLYS ZINN	RECREATION REFUND	635.00
64715	MEDINA ELECTRIC, LLC.	FURNISH LIGHTPOLE TRIANGLE PARK	12,061.50
64716	MENARDS-CAPITAL ONE COMM	MONTHLY CREDIT CARD	137.21
64717	M-R SIGN CO INC	OPERATING SUPPLIES	1,116.60
64718	MUNICIPAL PAVING PLANT	ASPHALT	109.16
64719	MYRNA MARCUS	RECREATION REFUND	635.00
64720	NESTOR CIRO	OVERPAYMENT WATER BILL	8.13
64721	NORTHERN	PARTS/SUPPLIES	65.96
64722	OFFICE OF MN.IT SERVICES	MONTHLY FIBER OPTICS	46.40
64723	ORGANIX SOLUTIONS	SUPPLIES	546.40
64724	PERFECT 10 CAR WASH	AUTO SERVICES	40.96
64725	CITY OF SLP - PETTY CASH	PETTY CASH RECREATION	332.66
64726	SHANNA MLINER	RECREATION REFUND	8.00
64727	STREICHER'S	UNIFORM ALLOWANCE	29.99
64728	TAHO SPORTSWEAR	RECREATION SUPPLIES	870.00
64729	THE GOOD YEAR TIRE & SERVICE	AUTO SERVICES	230.00
64730	TOWMASTER	TRUCK CHASSIS	11,421.00
64731	TRUAX PATIENT SERVICES	SUPPLIES	1,050.00
64732	WALTERS RECYCLING REFUSE SERV	MONTHLY SERVICES	306.01
64733	XCEL ENERGY	MONTHLY UTILITIES	14,091.72
64734	DVS	TAXES/LICENSE/PLATES	7,157.30
64735	AFLAC	PAYROLL	22.17
64736	CENTRAL PENSION FUND	PAYROLL	520.08
64737	DEARBORN NATIONAL	PAYROLL	450.21
64738	DELTA DENTAL	PAYROLL	1,499.36
64739	FIDELITY SECURITY LIFE	PAYROLL	31.35
64740	HEALTH PARTNERS	PAYROLL	11,944.84

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

Date: July 2018
Page: 4
Claim Res.#18-13

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
64741	L.E.L.S.	PAYROLL	245.00
64742	LOCAL 49	PAYROLL	103.50
64743	NCPERS MINNESOTA-7750811	PAYROLL	72.00
64744	ALLEGRA PRINT & IMAGING	PRINTING	41.95
64745	AMERICAN LEGAL	SLP MN CODE OF ORDINACES	824.45
64746	ANOKA COUNTY	CJDN QUATERLY APRIL, MAY, JUNE	450.00
64747	BAYLYE KNOBBE	RECREATION REFUND	11.00
64748	BRIAN SALDANA	RECREATION UMPIRE	1,357.00
64749	RANDY BROWN	REIMBURSEMENT	500.00
64750	BRYAN ROCK PRODUCTS	SUPPLIES	750.90
64751	CONTINENTAL RESEARCH CORP	SUPPLIES	408.00
64752	COTTENS INC	PARTS	143.71
64753	DALE WILLIAMS	RECREATION REFUND	11.00
64754	DAVID & KAREN BATSCHE	RECREATION REFUND	22.00
64755	DEBRA STENERSON	RECREATION REFUND	11.00
64756	DOREEN SIEDLECKI	RECREATION REFUND	11.00
64757	FERGUSON WATERWORKS #2516	SERVICES/PARTS	277.11
64758	G & N ENTERPRISES	PARTS	480.20
64759	GARY AFFOLTER	RECREATION REFUND	11.00
64760	GREENHAVEN PRINTING	PRINTING	1,448.39
64761	HARLAN ISOM	RECREATION UMPIRE	322.00
64762	HAROLD LUNDBERG	RECREATION REFUND	11.00
64763	IDC AUTOMATIC	SERVICES/PARTS	633.38
64764	JOYCE JAGODZINKSI	RECREATION REFUND	11.00
64765	KAREN SINNETT	OVERPAYMENT WATER BILL	27.07
64766	KATHY O'DONNELL	RECREATION REFUND	11.00
64767	KATHY PEACOCK	RECREATION REFUND	11.00
64768	KENNEDY & GRAVEN, CHARTERED	SMALL ORDINANCE AMENDMENTS	17.50
64769	LILA & GARY DIENGER	RECREATION REFUND	22.00
64770	LOIS LEAVITT	RECREATION REFUND	11.00
64771	LYNN TAUER	RECREATION REFUND	11.00

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

Date: July 2018
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Claim Res.#18-13

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
64772	MANSFIELD OIL COMPANY	FUEL	1,309.71
64773	MARK QUESNEL	RECREATION REFUND	11.00
64774	METROPOLITAN COUNCIL	WASTE WTR SERVICES	46,213.07
64775	MINNESOTA GFOA	REGISTRATION	210.00
64776	MTI DISTRIBUTING INC	PARTS	1,098.15
64777	ON SITE SANITATION INC	PARK RESTROOMS	264.00
64778	RON & CAROL SEVRE	RECREATION REFUND	22.00
64779	LEE SADOWSKI	RECREATION UMPIRE	1,340.00
64780	SHARON ILLGEN	RECREATION REFUND	11.00
64781	SHRED-IT USA	SHREDDING SERVICES	92.07
64782	SLP FIRE DEPARTMENT	FIRE PROTECTION	18,834.00
64783	SUE AND DAVID WOLF	RECREATION REFUND	22.00
64784	TASC	ADMIN FEES	1,317.26
64785	THOMAS SCHONEBAUM	RECREATION REFUND	11.00
64786	U.S.T.I.	SUPPLIES	355.00
64787	VIRGINA AND EUGENE WOLFF	RECREATION REFUND	22.00
64788	WARREN LIGHTBODY	RECREATION UMPIRE	92.00
64789	WINIFRED MAKI	RECREATION REFUND	11.00
		TOTAL DISBURSEMENTS	<u>267,180.10</u>

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

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

are proper.

NOW, THEREFORE BE IT RESOLVED:
that the City Council directs and approves the payment of the aforementioned disbursements
this _____ day of _____, 20____.

Signed: _____
Mayor

Councilmembers:

ATTEST:

Daniel Buchholtz, Admin/Clerk-Treasurer

SAP# 87147360

MGC# 18-4395



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

PUBLIC RIGHT-OF-WAY APPLICATION

NAME/COMPANY: CenterPoint Energy

GOPHER 1-CALL REG. NO.: 0029

ADDRESS: 700 W Linden Ave, Minneapolis, Mn 55440

PHONE: 612-321-5532

FAX: 612-321-5480

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

NAME OF REPRESENTATIVE: JODY COX

Jim Carlson
612-720-7742

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

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

Cut off + discontinue use of gas service
to 8060 Buchanan ST NE

START DATE: 8/15/2018 COMPLETION DATE: 10/31/2018

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

EXPLANATION OF RESTORATION:

Authorized Representative Signature

8/10/2018

Date

FOR OFFICE USE ONLY

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

VERIFICATION DATE:

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

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

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

Receipt No.:

Date:

Initials:

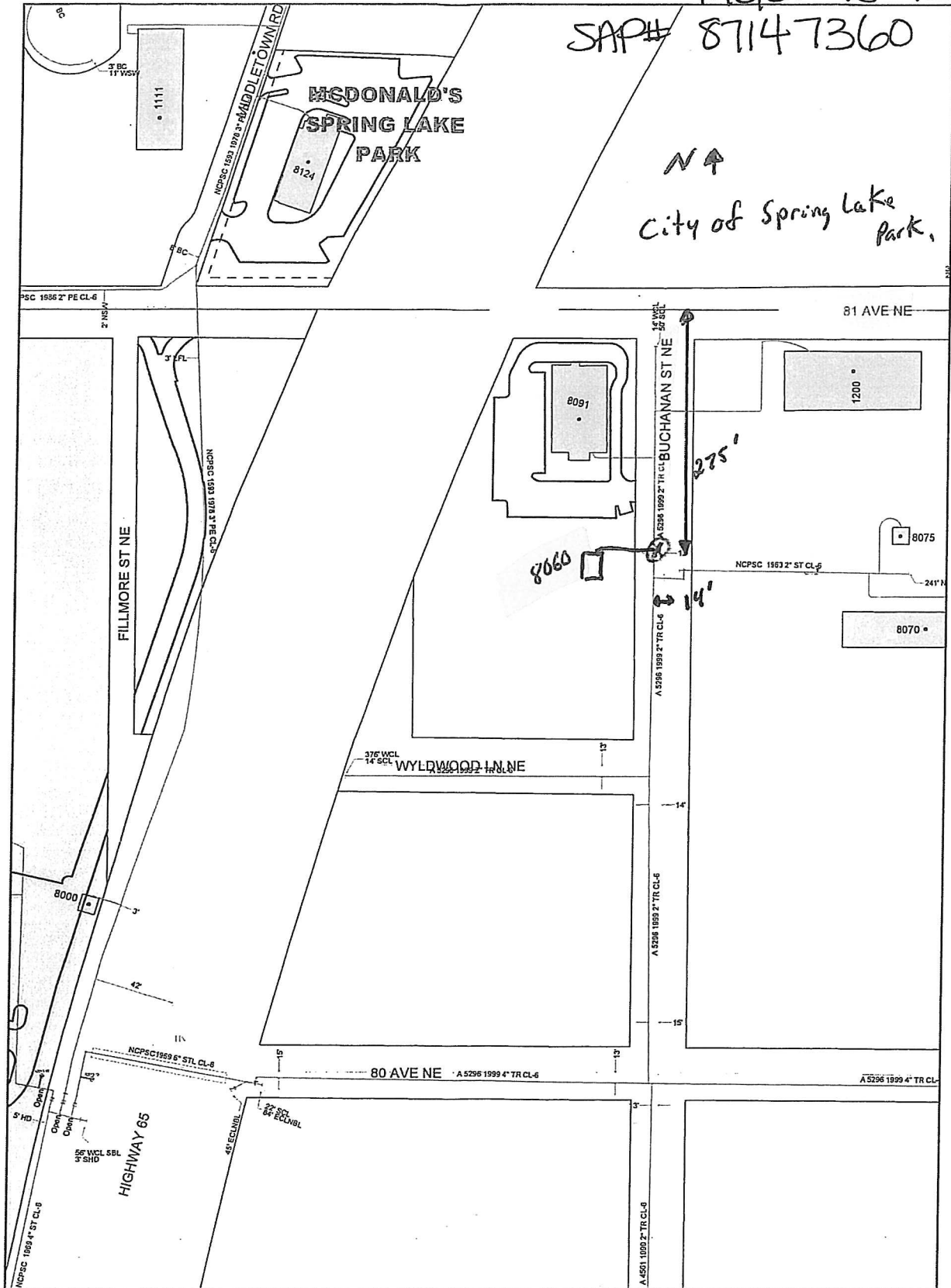
APPLICANT MUST CONTACT THE SPRING LAKE PARK PUBLIC WORKS DIRECTOR AT 763-792-7227
48 HOURS PRIOR TO COMMENCING WORK

8060 Buchanan St. H.E. S.L.P.

MAC# 18-4395

SAP# 87147360

NA
City of Spring Lake Park.



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

Contractor's Licenses

August 20, 2018

Blacktopping Contractor

Asphalt Restoration Co., Inc.

Concrete Contractor

Remackel Outdoor Services

Mechanical Contractor

Ed's Heating & Air, Inc.

Plumbing Contractor

BWS Plumbing, Heating & A/C

Signature Mechanical, Inc.



Police Report

July 2018

Submitted for Council Meeting August 20, 2018

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

Investigator Baker reports handling a case load of fifty-four cases for the month of July 2018. Forty-nine of these cases are felony in nature and five of these cases are misdemeanor in nature. Investigator Baker is also monitoring two forfeiture cases and intends on bring all of his case to a conclusion as soon as possible. Investigator Baker has indicated that there has been an increase in assault cases as well as burglaries and he is diligently following leads and conducting interviews to bring these cases to a conclusion as soon as possible. Investigator Baker has also seen an uptick in Domestic Abuse No Contact Orders Violations and is reviewing and preparing these cases for consideration of charges by the Anoka County Attorney's Office. For further details, see Investigator Baker's attached report.

The Spring Lake Park Police Department Administrative Office Staff continue to remain steadfast in their duties, typing and imaging reports, filing, answering and dispensing phone calls for service and information, while continuing to address citizen concerns at our "Police Public Walk up- Window", along with other duties that may be assigned on a daily basis. The 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 July 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, these meetings include but are not limited to the monthly City Council meetings held here in Spring Lake Park, a Spring Lake Park Department Head meeting, a meeting with our Spring Lake Park Fire Department Fire Board Member Steve Coyle to discuss SBM Fires Response Issues and a meeting of the PSDS Governance Committee w/Mayor Hansen. I also orchestrated and attended a mandatory training session here at the police department for the

administration and deployment of Narcan with our Spring Lake Park Officers and for our residents. I then conclude my month by taking a two week vacation to explore the western United States by motorcycle with my wife and some friends, this vacation was my first extended vacation in eight years.

This will conclude my report for the month of July 2018.

Are there any questions?



Investigator
Brad Baker

Spring Lake Park Police Department

Investigations Monthly Report

July 2018

Total Case Load

Case Load by Level of Offense: 54

Felony	49
Gross Misdemeanor	0
Misdemeanor	5

Case Dispositions:

County Attorney	1
Juvenile County Attorney	0
City Attorney	2
Forward to Other Agency	0
SLP Liaison	0
Carried Over	39
Unfounded	0
Exceptionally Cleared	3
Closed/Inactive	9

Forfeitures:

Active Forfeitures	2
Forfeitures Closed	0



Memorandum

To: Mayor Hansen and Members of the City Council

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

Date: August 13, 2018

Subject: Drainage and Utility Easement

Attached is a drainage and utility easement agreement between the City of Spring Lake Park and Spring Lake Park Public Schools (ISD 16) for the storm water pond located behind the new Early Childhood Addition at the District Service Center (1415 81st Avenue NE).

The agreement was drafted by staff and reviewed by the City Attorney. The agreement grants a drainage and utility easement over the new storm water pond. It does not obligate the City to maintain the pond. That responsibility belongs to the School District per their maintenance agreement with Rice Creek Watershed District.

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

PERMANENT DRAINAGE AND UTILITY EASEMENT AGEEMENT

THIS PERMANENT DRAINAGE AND UTILITY EASEMENT AGREEMENT (the "Easement") is made this _____ day of _____, 2018, by and between the City of Spring Lake Park, a Minnesota municipal corporation, herein referred to as the "City" and Independent School District No. 16 (Spring Lake Park), a Minnesota public corporation, herein referred to as the "Grantor."

RECITALS

- A. Grantor is the fee owner of the property located in Anoka County, Minnesota, legally described as follows:

Lot 8, AUDITOR'S SUBDIVISION NO. 152, Anoka County, Minnesota
("Grantor's Property")

- B. Grantor, for one dollar and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, is willing to grant to the City the easement described on the attached Exhibit A and depicted on the attached Exhibit B (the "Easement"), on and subject to the terms and conditions contained herein.

NOW, THEREFORE, Grantor, for one dollar and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, grants and conveys to the City, a permanent drainage and utility easement upon, across, and under that portion of Grantor's Property in the County of Anoka, in the State of Minnesota, legally described on the attached Exhibit A and depicted on the attached Exhibit B.

The Easement, rights and privileges herein granted shall be perpetual, appurtenant to the land, and shall inure to the benefit of the City's successors and assigns. Grantor covenants that it is the owner of the above-described tract of land and binds itself, its heirs, assigns and legal representatives to warrant and forever defend the easement and rights described herein to the City, its successors and assigns.

The Easement shall be nonexclusive; provided, however, the Easement shall be prior to and superior to any other easement hereafter granted. Any future easement shall be subject to and subordinate to, and shall not interfere with the Easement without the consent, in writing, of Grantee.

Grantor further covenants that Grantor, its heirs, successors and assigns shall facilitate and assist City personnel in exercising their rights and privileges herein described at all reasonable times. Grantor further covenants that Grantor, its heirs, successors and assigns shall not construct or locate on the easement area any structure, obstruction or improvement which will interfere with the City's use of the easement. The City shall have the rights to remove from the easement property any structure, improvement or obstruction and this agreement shall be a covenant running with the land for the benefit of the City.

Grantor further covenants that it shall abide by all terms and obligations of the "Maintenance Agreement Stormwater Management Facilities Between Rice Creek Watershed District and Spring Lake Park Schools, last executed on June 15, 2018, as amended from time to time by the parties thereto, as shown in Exhibit C.

IN WITNESS WHEREOF, the parties to this Agreement have caused these presents to be executed as of the day and year aforesaid.

[Signature Pages Follow]

GRANTOR:

INDEPENDENT SCHOOL DISTRICT
NO. 16 (SPRING LAKE PARK)

Dated: _____

Amy Schultz
Amy Schultz
Director of Business Services

STATE OF MINNESOTA)
) ss.
COUNTY OF ANOKA)

This instrument was acknowledged before me this 26th day of July, 2018, by Amy Schultz, Director of Business Services of Independent School District No. 16, a Minnesota public corporation, by and on behalf of the entity.

Karen Kelly Stifter
Notary Public



CITY OF SPRING LAKE PARK

Dated: _____

Cindy Hansen, Mayor

Dated: _____

Daniel R. Buchholtz,
Administrator, Clerk/Treasurer

STATE OF MINNESOTA)
) ss.
COUNTY OF WRIGHT)

This instrument was acknowledged before me this _____ day of _____, 2018, by Cindy Hansen and Daniel Buchholtz, the Mayor and Administrator, Clerk/Treasurer, respectively, of the City of Spring Lake Park, a Minnesota municipal corporation, by and on behalf of the entity.

Notary Public

DRAFTED BY:

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

EXHIBIT A

DRAINAGE AND UTILITY EASEMENT DESCRIPTION

A perpetual easement for drainage purposes over, under, and across that part of Lot 8, AUDITOR'S SUBDIVISION NO. 152, Anoka County, Minnesota, described as follows:

Commencing at the Southeast corner of Outlet A, GONYEA'S ADDITION, said Anoka County; thence North 80 degrees 46 minutes 30 seconds East, assuming the East line of said Outlet A bears North 00 degrees 22 minutes 24 seconds East, a distance of 79.01 feet to the point of beginning of the land to be described; thence North 35 degrees 18 minutes 25 seconds East, a distance of 55.00 feet; thence North 82 degrees 23 minutes 54 seconds East, a distance of 46.00 feet; thence North 32 degrees 18 minutes 48 seconds East, a distance of 47.00 feet; thence South 88 degrees 38 minutes 37 seconds East, a distance of 20.00 feet; thence South 66 degrees 48 minutes 04 seconds East, a distance of 71.00 feet; thence North 89 degrees 33 minutes 34 seconds West, a distance of 82.00 feet; thence South 28 degrees 16 minutes 00 seconds West, a distance of 67.00 feet; thence South 81 degrees 57 minutes 43 seconds West, a distance of 40.00 feet; thence South 31 degrees 45 minutes 27 seconds West, a distance of 30.00 feet; thence North 34 degrees 23 minutes 07 seconds West, a distance of 33.00 feet to the point of beginning.

EXHIBIT C

MAINTENANCE AGREEMENT
Stormwater Management Facilities
Between the Rice Creek Watershed District and
SPRING LAKE PARK SCHOOLS

MAINTENANCE AGREEMENT
Stormwater Management Facilities
Between the Rice Creek Watershed District and
SPRING LAKE PARK SCHOOLS

This Maintenance Agreement ("Agreement") is made by and between the Rice Creek Watershed District, a watershed district with purposes and powers set forth at Minnesota Statutes Chapters 103B and 103D and a drainage authority pursuant to chapter 103E of the laws of the State of Minnesota, (RCWD), and Spring Lake Park Schools ("Permittee").

Recitals and Statement of Purpose

WHEREAS pursuant to Minnesota Statutes § 103D.345, the RCWD has adopted and implements Rule C, Stormwater Management Plans;

WHEREAS Rule C imposes certain requirements, which the Permittee will meet in this case by constructing and maintaining stormwater management facilities as identified on the site plan incorporated into this Agreement as Exhibit A;

WHEREAS in accordance with Rule C and as a condition of Permit 17-123, the Permittee's obligation to maintain these stormwater facilities must be memorialized by a recorded maintenance declaration or, alternatively, a maintenance agreement establishing the Permittee's perpetual maintenance obligation;

WHEREAS the Permittee and the RCWD execute this Agreement to fulfill the condition of Permit 17-123, and concur that it is binding and rests on mutual valuable consideration;

THEREFORE:

1. The Permittee, at its cost, will inspect and maintain the stormwater management facilities delineated and labeled on Exhibit A as follows: Filtration Basin. The Permittee will:

a. Obtain certified as-built contours for all ponds and inspect the ponds, and associated outlet structures, culverts and outfall structures one year and two years after the completion of as-builts, including measuring sediment accumulation by a method accurate to within one vertical foot. Thereafter, the Permittee will perform inspections in the fifth year after pond completion and every five years thereafter. If inspections show that sediment may accumulate to 50 percent of wet storage volume, or 25 percent of dry detention volume, within less than five years, the Permittee will inspect more frequently. Pond function will be considered inadequate if sediment accumulation has decreased the wet storage volume by 50 percent or dry detention volume by 25 percent, and the Permittee will restore the basin to its original design elevations and dimensions and restore vegetation in disturbed areas within one year of the inspection date.

b. Inspect stormwater infiltration and filtration basins, including rain gardens, annually, to preserve live storage capacity at or above the design volume. Remove vegetation, maintain healthy plant growth and remove excess sediment and debris to ensure that the facilities continue to perform per design.

c. Inspect grit chambers, sump catch basins and sump manholes annually. Accumulated sediment and debris will be removed so that each facility continues to operate as designed and erosion or structural problems are corrected.

d. Inspect conveyances and other structures annually. Ensure preservation of designed hydraulic capacity.

2. If the Permittee conveys into private ownership a fee interest in all or any portion of the public property that is subject to this Agreement, it must require as a condition of sale, and enforce: (a) that the purchaser record a declaration on the property incorporating the stormwater management facility maintenance requirements of this Agreement; and (b) that recordation occur either before any encumbrance is recorded on the property or, if after, only as accompanied by a subordination and consent executed by the encumbrance holder ensuring that the declaration will run with the land in perpetuity. If the Permittee conveys into public ownership a fee interest in all or any portion of the property that is

subject to this Agreement, it must require as a condition of the purchase and sale agreement that the purchaser accept an assignment of all obligations vested under this Agreement.

3. This Agreement is in force for five years from the date on which it is fully executed and will renew automatically for five-year terms unless terminated by the parties. This Agreement may be amended only in a writing signed by the parties.

4. The recitals are incorporated as a part of this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement.

RICE CREEK WATERSHED DISTRICT

By PLW BJ
RCWD Administrator, Phil Belfiori

Date: 6/15/18

SPRING LAKE PARK SCHOOLS

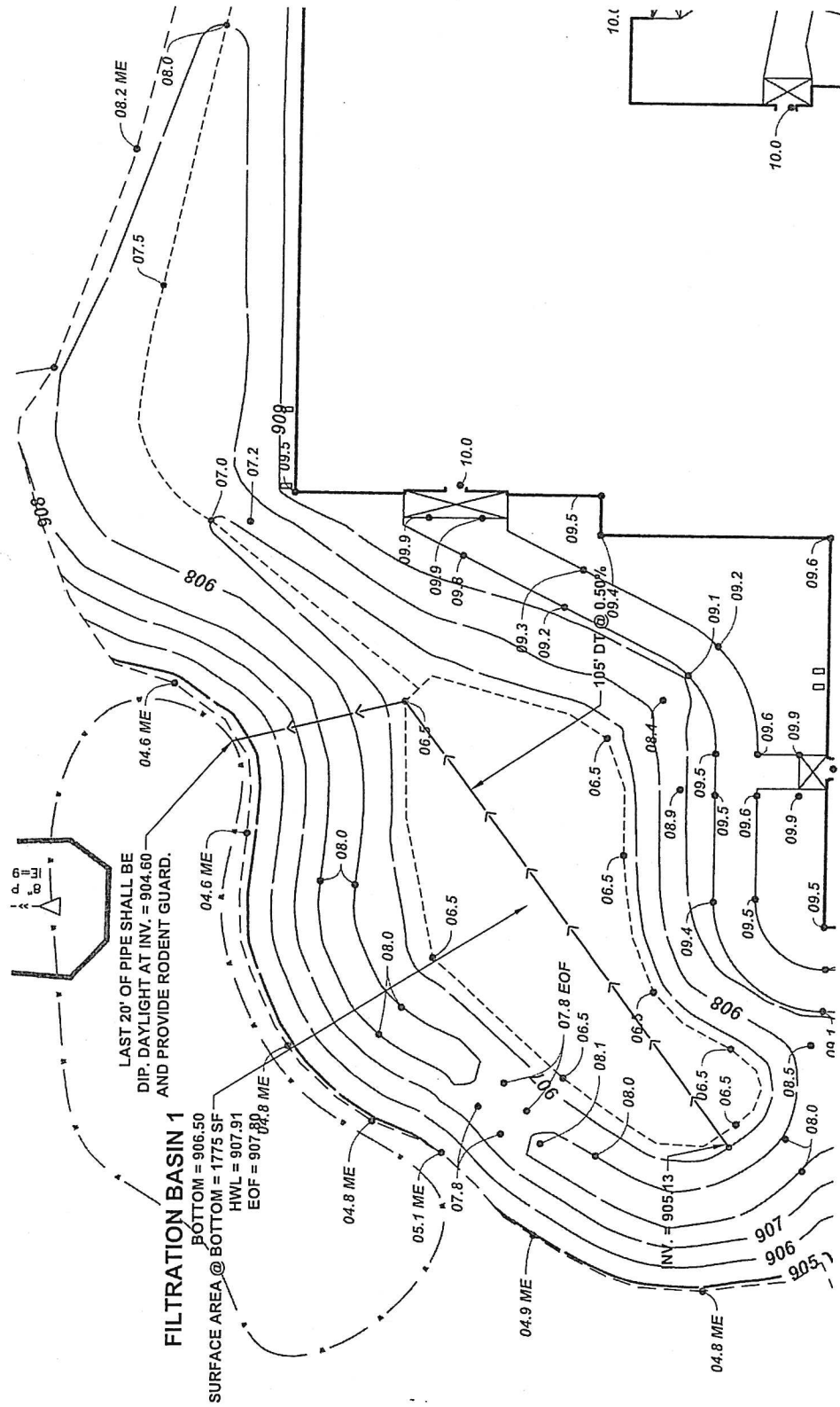
By: Amy Schmitt
Its Director of Business Services

Date: 5/30/18

APPROVED AS TO FORM and EXECUTION

By: Jusan Byrd
Its Attorney

Date: 6-13-18





Memorandum

To: Mayor Hansen and Members of the City Council
From: Terry Randall, Public Works Director
Date: August 15, 2018
Subject: Authorization to Purchase MT Trackless

The City currently has a 2004 MT Trackless Sidewalk Tractor that plows, sweeps and blows the snow on the all sidewalks in the city. The current Trackless has 22,000 miles and has 2100 hours on it. This piece of equipment is used very hard in the winter. It is also used in the summer for cutting the ditches and cutting around the ponds.

I am seeking approval to purchase a 2018 MT Trackless for the quoted price of \$116,000.00. This quoted price is valid until September 1, 2018. The price will increase after September 1, 2018 and the increase could be as much as \$10,000 since it is made in Canada and with the tariffs.

This is a propriety piece of equipment and is on the state contract. This piece of equipment is in the 2018 Equipment Certificate with a budgeted amount of \$120,000. The quote I received is from McQueen Equipment of St. Paul. We currently have all the attachments for it therefore; there is no need to purchase any other accessory items for it.

I am requesting that the 2018 MT Trackless Sidewalk Tractor in the amount of \$116,000.



1125 7th Street E
St Paul, MN 55106
651-645-5726 • 800-832-6417
Fax: 651-645-6668

Ship To: SAME AS BELOW

Branch 01 - MACQUEEN EQUIP		
Date 07/16/2018	Time 14:38:38 (O)	Page 1
Account No SPRIN006	Phone No 7846491000	Est No 03 Q00929
Ship Via		Purchase Order
Tax ID No		
JUDD GENEREAUX		Salesperson 126

Invoice To: CITY OF SPRING LAKE PARK
1301 - 81ST AVE. N.E.
SPRING LAKE PARK MN 55432

EQUIPMENT ESTIMATE - NOT AN INVOICE

Description ** Q U O T E ** EXPIRY DATE: 07/25/2018 Amount

2018 TRACKLESS MT 7 116000.00

-
PRICING BASED OFF CURRENT MINNESOTA STATE CONTRACT.

-
PRICE INCLUDES FREGHT, PDI, DELIVERY & TRAINING.

Sale # 01 Subtotal: 116000.00
TOTAL: 116000.00

Trade Ins
=====

Serial #: MT5T-2250 3500.00-
2003 MT5

Trade In Total: 3500.00-

Authorization: _____ Subtotal: 112500.00
Quote Total: 112500.00

Quality Environmental Solutions and Support

www.macqueeneq.com



MACQUEEN EQUIPMENT
GROUP™

RESOLUTION NO. 18-30

A RESOLUTION DENYING A REQUEST FOR A COMPREHENSIVE PLAN AMENDMENT TO REGUIDE 8360 PIERCE STREET FROM LOW DENSITY RESIDENTIAL TO HIGH DENSITY RESIDENTIAL

WHEREAS, the City received a request from Thomland Homes and Remodeling, LLC to amend the 2030 Comprehensive Plan to reguide the property located at 8360 Pierce Street from Low Density Residential to High Density Residential; and

WHEREAS, Thomland Homes is proposing to construct a six unit townhome complex on the property; and

WHEREAS, the property is legally described as follows: Lots 1 and 2, Pride Rock Addition, subject to easements on record; and

WHEREAS, the Planning Commission held a public hearing on July 23, 2018 to consider the amendment of the Future Land Use Map for the above stated property; and

WHEREAS, the Planning Commission recommended approval of the amendment to the Future Land Use Map for the above stated property; and

WHEREAS, the City Council is the official governing body of the City of Spring Lake Park; and

WHEREAS, the City Council disagrees with the recommendation of the Planning Commission and hereby denies the requested amendment due to the following findings:

- The proposed six unit townhome development would not be an appropriate fit to a predominately single family neighborhood along the north end of Pierce Street.
- The proximity and placement of the driveways for the proposed townhome development would result in traffic congestion and public safety concerns due to the high number of vehicles backing onto Pierce Street.
- The existing land use designation and zoning of the property is reasonable as there are single and two family homes to the south and west of the subject property, forming an established neighborhood.

The foregoing Resolution was moved for adoption by .

Upon Vote being taken thereon, the following voted in favor thereof:

And the following voted against the same:

Whereon the Mayor declared said Resolution duly passed and adopted the 20th day of August, 2018.

APPROVED BY:

Cindy Hansen, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator

RESOLUTION NO. 18-31

A RESOLUTION DENYING A REQUEST FOR A ZONING MAP AMENDMENT TO REZONE 8360 PIERCE STREET FROM R-1, SINGLE FAMILY RESIDENTIAL, TO R-2, MEDIUM DENSITY RESIDENTIAL

WHEREAS, the City received a request from Thomland Homes and Remodeling, LLC to amend the 2030 Comprehensive Plan to rezone the property located at 8360 Pierce Street from R-1, Single Family Residential, to R-2, Medium Density Residential; and

WHEREAS, Thomland Homes is proposing to construct a six unit townhome complex on the property; and

WHEREAS, the property is legally described as follows: Lots 1 and 2, Pride Rock Addition, subject to easements on record; and

WHEREAS, the Planning Commission held a public hearing on July 23, 2018 to consider the amendment of the Official Zoning Map for the above stated property; and

WHEREAS, the Planning Commission recommended approval of the amendment to the Official Zoning Map for the above stated property; and

WHEREAS, the City Council is the official governing body of the City of Spring Lake Park; and

WHEREAS, the City Council disagrees with the recommendation of the Planning Commission and hereby denies the requested amendment due to the following findings:

- The proposed zoning map amendment is inconsistent with the City's 2030 Comprehensive Land Use Plan.
- The proposed six unit townhome development would not be an appropriate fit to a predominately single family neighborhood along the north end of Pierce Street.
- The proximity and placement of the driveways for the proposed townhome development would result in traffic congestion and public safety concerns due to the high number of vehicles backing onto Pierce Street.
- The existing land use designation and zoning of the property is reasonable as there are single and two family homes to the south and west of the subject property, forming an established neighborhood.

The foregoing Resolution was moved for adoption by .

Upon Vote being taken thereon, the following voted in favor thereof:

And the following voted against the same:

Whereon the Mayor declared said Resolution duly passed and adopted the 20th day of August, 2018.

APPROVED BY:

Cindy Hansen, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator

RESOLUTION NO. 18-32

A RESOLUTION CONDITIONALLY GRANTING SITE PLAN APPROVAL FOR EXTERIOR FAÇADE AND PARKING LOT IMPROVEMENTS AT 8001 CENTRAL AVENUE NE

WHEREAS, Allegis Corporation is seeking to add exterior canopies and expand the parking lot on their property at 8001 Central Avenue NE; and

WHEREAS, the site is currently zoned I-1, Light Industrial and their office warehouse use is consistent with the 2030 Comprehensive Plan and the City's zoning ordinance; and

WHEREAS, City staff has reviewed the site plan application against the site plan review criteria outlined in §153.060 of the Spring Lake Park Code of Ordinance and has recommended approval, subject to conditions; and

WHEREAS, at its August 20, 2018 meeting, the City Council duly considered the proposed site plan in accordance with §153.060 of the Spring Lake Park Code of Ordinance and City staff's recommendation.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF SPRING LAKE PARK, MINNESOTA, that the City Council does hereby grant site plan approval to Allegis Corporation for exterior canopy and parking lot improvements, subject to the following conditions:

1. The applicant will obtain a building permit to construct the canopies as shown on Sheet A3, Building Elevations, dated July 9, 2018.
2. The applicant shall provide information to the City Engineer as to the flow of parking lot drainage for the expanded parking areas.
3. The applicant shall amend the site plan to overlay the drainage and utility easements on the site (as granted on September 7, 2005) to ensure the expanded parking lot does not encroach into the drainage and utility easements for the wetland and drainage pond.

The foregoing Resolution was moved for adoption by .

Upon Vote being taken thereon, the following voted in favor thereof: .

And the following voted against the same: .

Whereon the Mayor declared said Resolution duly passed and adopted the 20th day of August, 2018.

APPROVED BY:

Cindy Hansen, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator



Memorandum

To: Mayor Hansen and Members of the City Council

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

Date: August 15, 2018

Subject: Allegis Corporation Site Plan Review

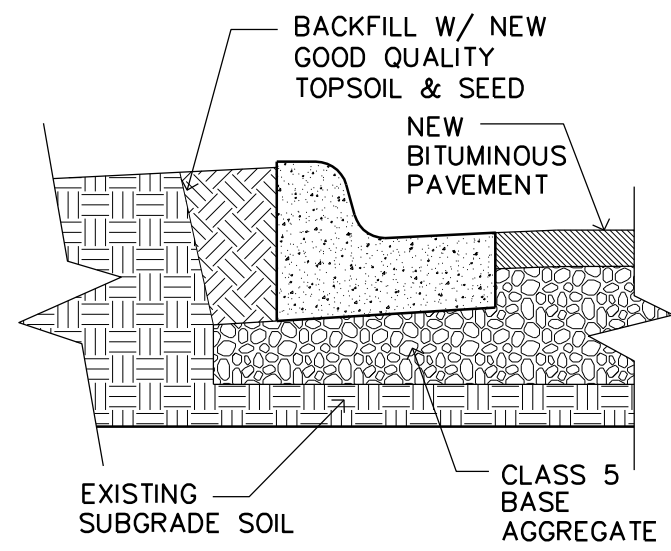
The City has received an application from Allegis Corporation, 8001 Central Avenue NE, for site plan approval for improvements to the exterior of the existing building and an expansion of the parking lot.

Allegis is seeking to construct exterior canopies at various locations along the building to provide better curb appeal and to provide weather protection to employees standing outside the building. A copy of the site plan is included with this memorandum to assist with the City Council's review.

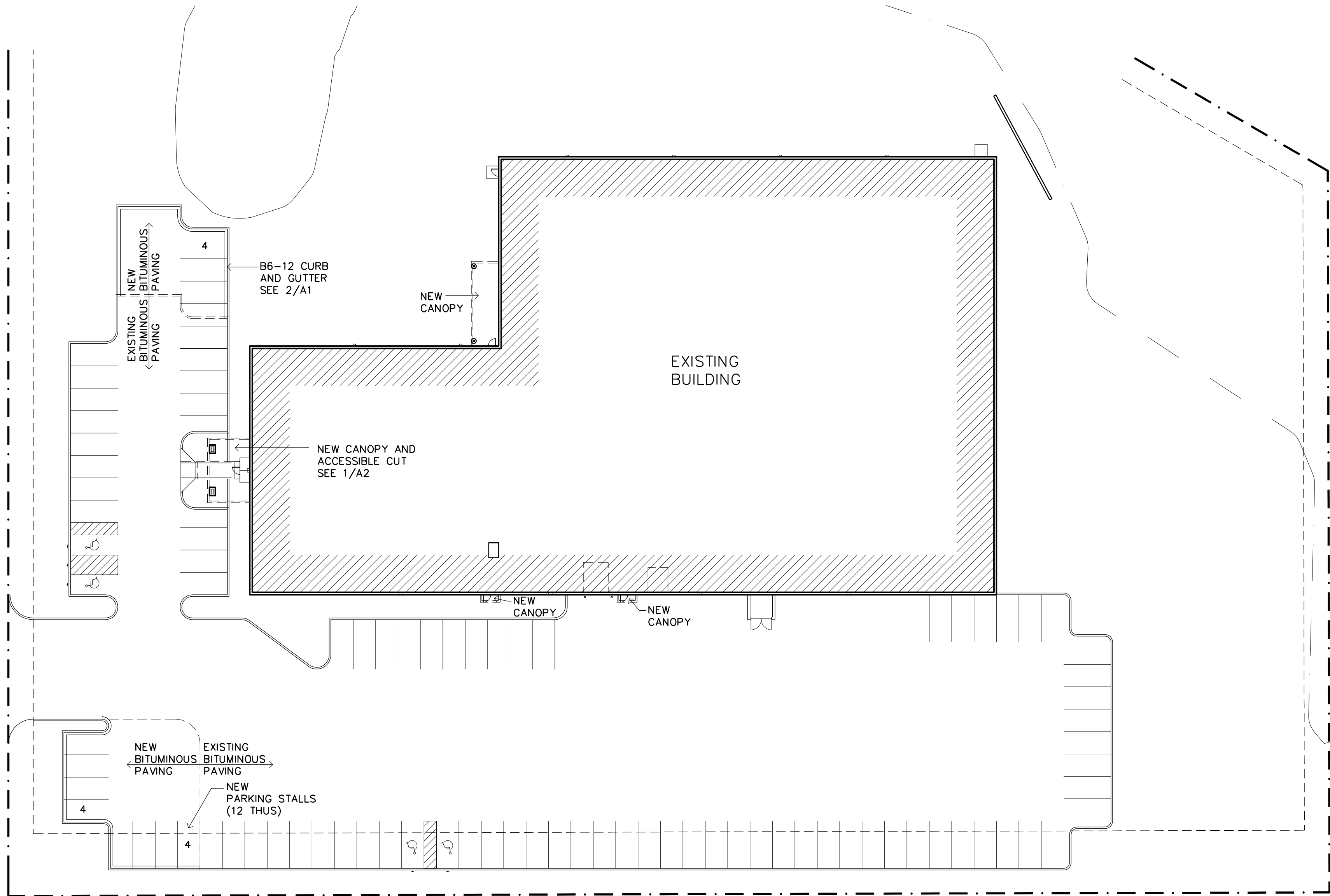
Staff has reviewed the application and recommends approval with the following conditions:

- Allegis Corporation will obtain a building permit to construct the canopies as shown on Sheet A3, Building Elevations, dated July 9, 2018.
- Allegis Corporation shall provide information to the City Engineer as to the flow of the parking lot drainage.
- Allegis Corporation shall amend the site plan to overlay the drainage and utility easements on the site (as granted September 7, 2005) to ensure that the expanded parking lot does not encroach into the drainage and utility easements for the wetland and drainage pond.

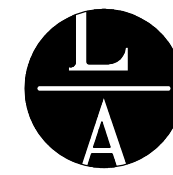
If you have any questions, please don't hesitate to contact me at 763-784-6491.



2 B6-12 CONCRETE CURB
A1 SCALE: 1/2" = 1'-0"



1 SITE PLAN
A1 SCALE: 1" = 30'-0"



LAMPERT
ARCHITECTS

420 Summit Avenue
St. Paul, MN 55102
Phone: 763.755.1211 Fax: 763.757.2849
lampert@lampert-arch.com

ARCHITECT CERTIFICATION:
I HEREBY CERTIFY THAT THIS PLAN,
SPECIFICATION OR REPORT WAS
PREPARED BY ME OR UNDER MY DIRECT
SUPERVISION AND THAT I AM A DULY
LICENSED ARCHITECT UNDER THE
LAWS OF THE STATE OF MINNESOTA.

Leonard Lampert
SIGNATURE
LEONARD LAMPERT
PRINT NAME
13669
LICENSE NO.
7/9/18
DATE



1100 Mendota Heights Road
Mendota Heights, MN 55120
Ph: 651-481-0200
Fax: 651-481-0235

ALLEGIS CORPORATION
8001 Central Ave, Spring Lake Park, MN

Copyright 2018
Leonard Lampert Architects Inc.
Project Designer: JAMES B
Drawn By: JRB
Checked By: LL

Revisions	
6/22/18	PRELIMINARY
7/9/18	ISSUE FOR PERMIT

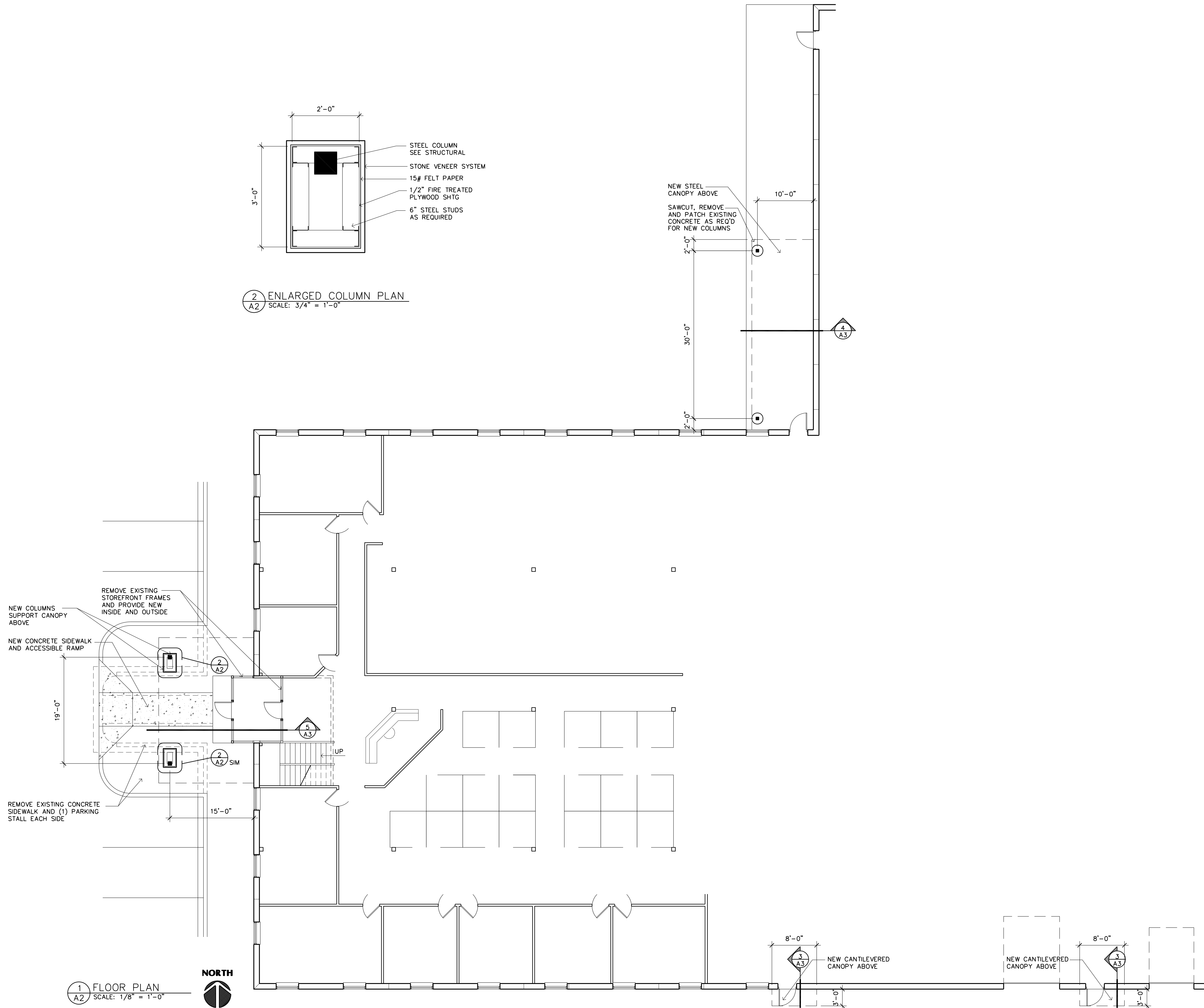
SITE PLAN

Sheet Number

A1

Project No. 180302-1

Filename: AUSTIN HARDWARE\ENTRY REMODEL\ALLEGIS CORP ENTRY REMODEL-A2



LAMPERT
ARCHITECTS

420 Summit Avenue
St. Paul, MN 55102
Phone: 763.755.1211 Fax: 763.757.2849
lampert@lampert-arch.com

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Leonard Lampert
SIGNATURE

LEONARD LAMPERT
PRINT NAME

13669
LICENSE NO.

7/9/18
DATE



Commercial Design and Construction

1100 Mendota Heights Road
Mendota Heights, MN 55120
Ph: 651-681-0200
Fax: 651-681-0235

ALLEGIS CORPORATION
8001 Central Ave, Spring Lake Park, MN

Copyright 2018
Leonard Lampert Architects Inc.

Project Designer: JAMES B

Drawn By: JRB

Checked By: LL

Revisions

6/22/18 PRELIMINARY

7/9/18 ISSUE FOR PERMIT

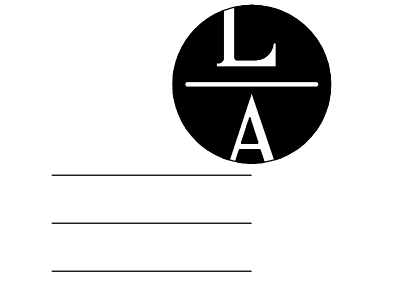
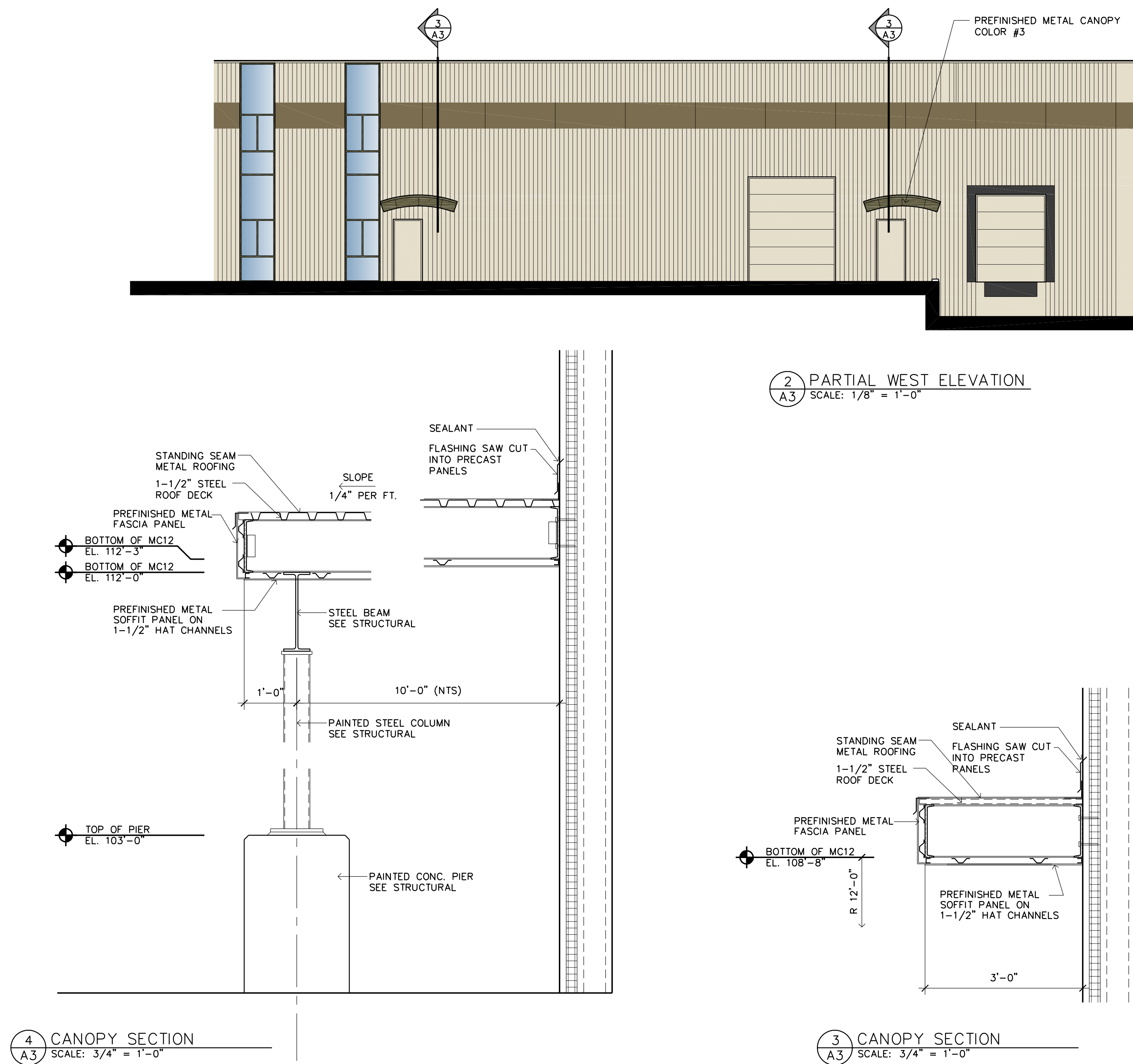
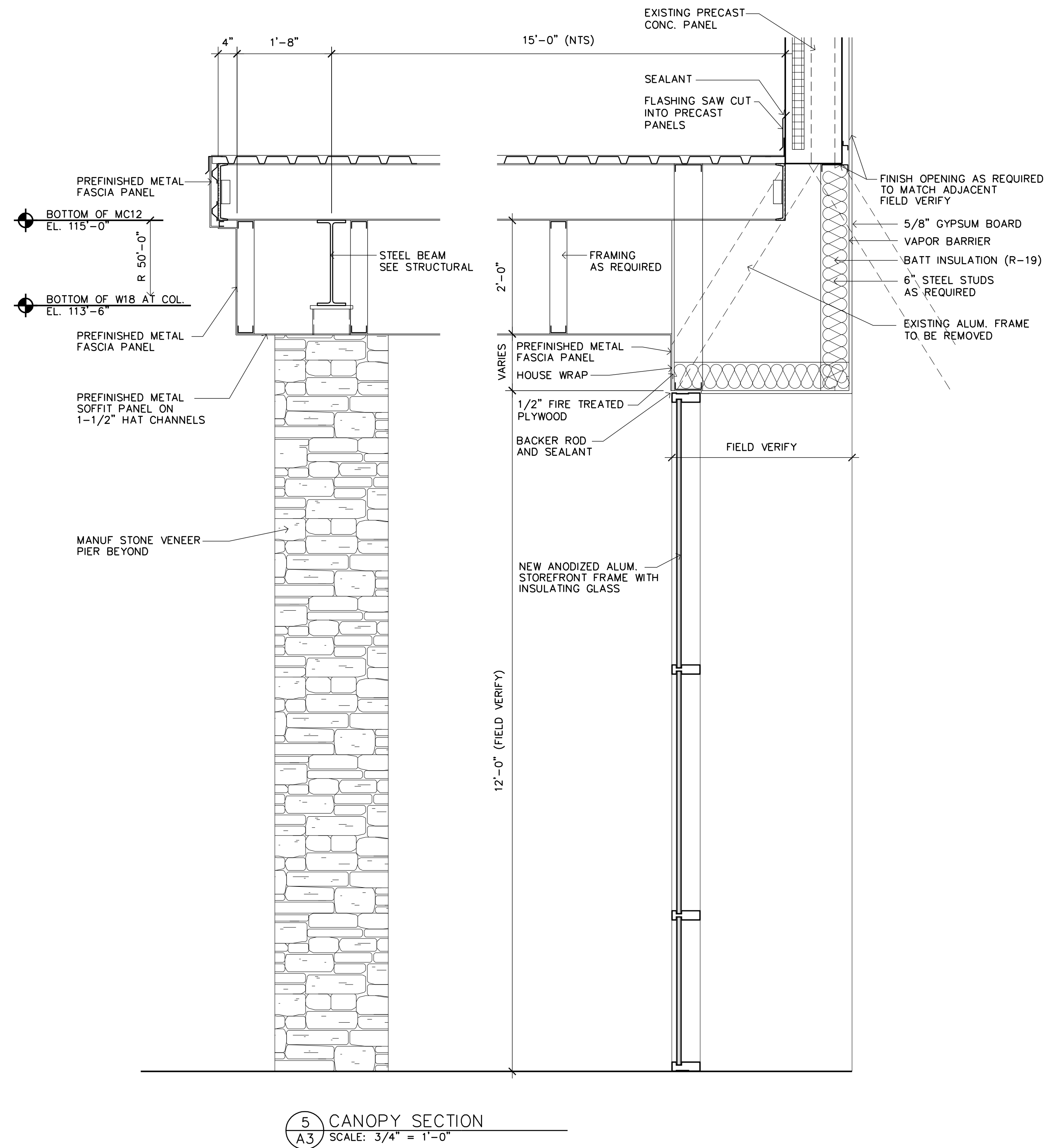
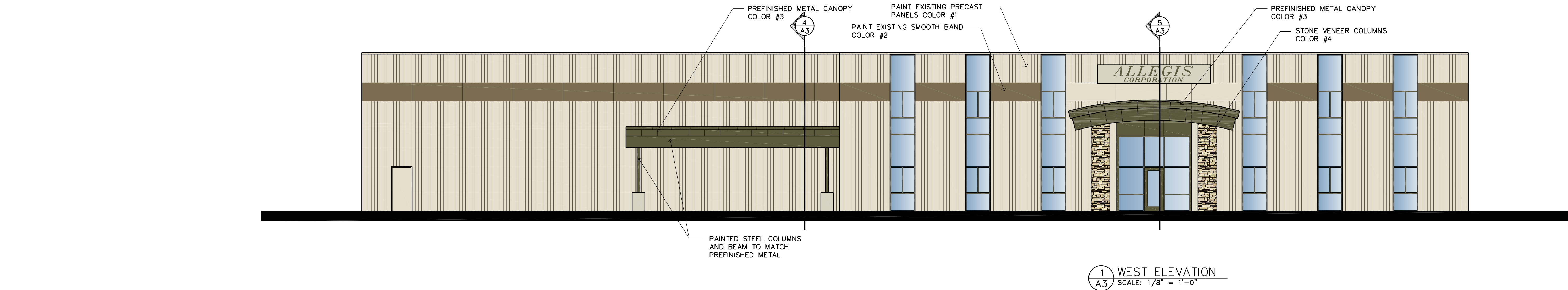
FLOOR PLAN

Sheet Number

A2

Project No. 180302-1

Filename: AUSTIN HARDWARE\ENTRY REMODEL\ALLEGIS CORP ENTRY REMODEL-A3



LAMPERT
ARCHITECTS

420 Summit Avenue
St. Paul, MN 55102
Phone: 763.755.1211 Fax: 763.757.2849
lampert@lampert-arch.com

ARCHITECT CERTIFICATION:
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Leonard Lampert

SIGNATURE
LEONARD LAMPERT
PRINT NAME
13669
LICENSE NO.
7/9/18
DATE



Commercial Design and Construction

1100 Mendota Heights Road
Mendota Heights, MN 55120
Ph: 651-481-0200
Fax: 651-481-0235

ALLEGIS CORPORATION
8001 Central Ave, Spring Lake Park, MN

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Leonard Lampert Architects Inc.

Project Designer: JAMES B

Drawn By: JRB

Checked By: LL

Revisions

6/22/18 PRELIMINARY

7/9/18 ISSUE FOR PERMIT

File name: \\AUSTIN\\HARDWARE\\ENTRY REMODEL\\ALLEGIS CORP ENTRY REMODEL-S1

GENERAL STRUCTURAL NOTES:

1. BUILDING CODE:
STRUCTURAL DESIGN CONFORMS TO THE REQUIREMENTS OF THE
2006 INTERNATIONAL BUILDING CODE (IBC)
& MINNESOTA STATE BLDG. CODE (2007)
2. DESIGN LOADS:
WIND LOAD
BASIC WIND SPEED (3 SECOND GUST)..... 90 MPH
WIND IMPORTANCE FACTOR, I..... 1.0
EXPOSURE..... B
INTERNAL PRESSURE COEFFICIENTS, GC ±0.18 pi
- ROOF LOAD
LIVE LOAD (L.L.)..... 35 PSF **
DEAD LOAD (DESIGN D.L.)..... 20 PSF
3. ROOF SNOW LOAD:
GROUND SNOW LOAD, Pg..... 50 PSF
FLAT ROOF SNOW LOAD, Pf..... 35 PSF
SNOW EXPOSURE FACTOR, Ce..... 1.0
SNOW LOAD IMPORTANCE FACTOR, I 1.0
THERMAL FACTOR, Ct..... 1.0
- **PLUS SNOW ACCUMULATION AS REQUIRED BY IBC,
CHAPTER 16, SECTION 1608.

COORDINATION:

1. STRUCTURAL MEMBERS INCLUDING SLABS, BEAMS, JOISTS,
COLUMNS AND WALLS ARE DESIGNED FOR "IN PLACE LOADS"
CONTRACTOR SHALL BE RESPONSIBLE FOR BRACING, WITHOUT
OVERSTRESSING, ALL STRUCTURAL ELEMENTS (AS REQUIRED
AT ANY STAGE OF CONSTRUCTION) UNTIL COMPLETION OF
THIS PROJECT.

CONCRETE:

1. ALL CONCRETE SHALL BE NORMAL WEIGHT (150 PCF.) MINIMUM
28 DAY COMPRESSIVE STRENGTH, AS SPECIFIED BELOW:
FOOTINGS AND COLUMNS.....3000 PSI.
2. PROVIDE 3" CLEAR COVER ON BOTTOM AND SIDES FOR
FOOTING REINFORCING.

REINFORCING STEEL:

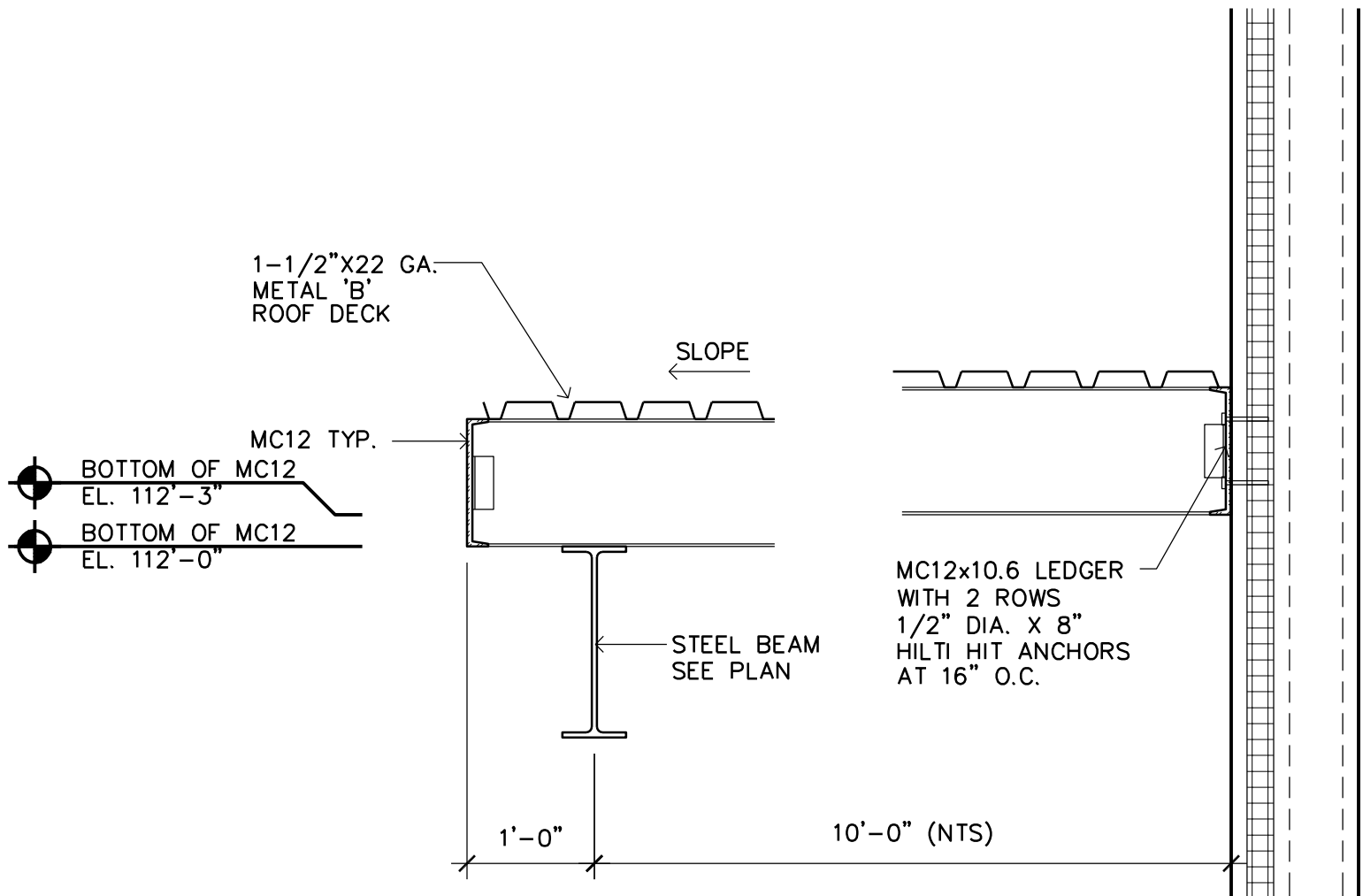
1. REINFORCING STEEL SHALL CONFORM TO ASTM (GRADE 60).
2. BAR SUPPORTS, DESIGN, DETAILING, FABRICATION AND
PLACING OF REINFORCING BARS AND MESH SHALL BE IN
ACCORDANCE WITH THE ACI CODE AND DETAILING MANUAL.
3. UNLESS NOTED OTHERWISE, ALL REINFORCING LAP SPLICES
SHALL BE 40 BAR DIAMETERS OR 12", WHICHEVER IS GREATER.

FOUNDATIONS:

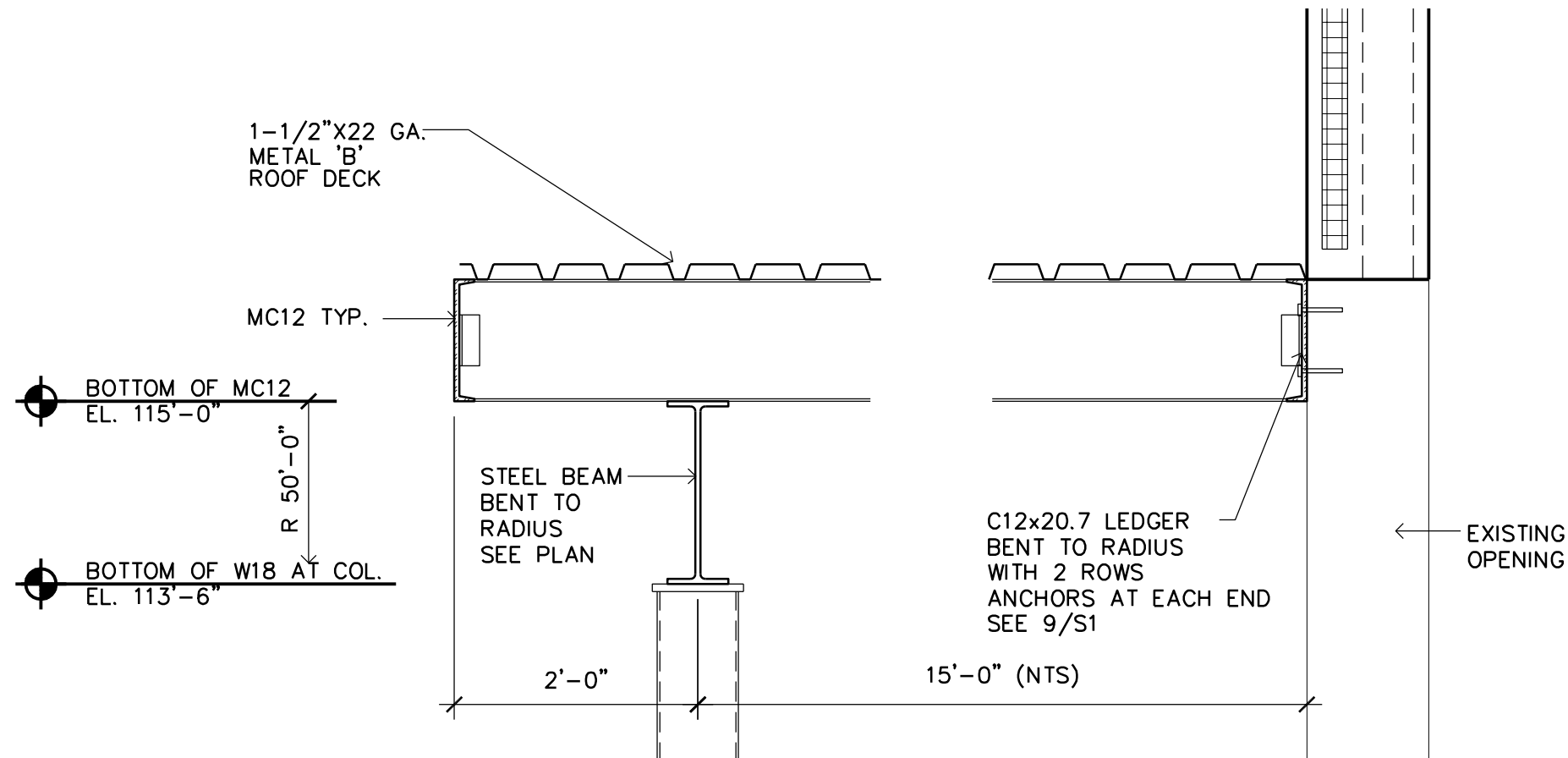
1. FOOTINGS WERE DESIGNED FOR A MAXIMUM SOIL BEARING
PRESSURE OF 2500 PSF. SOIL BEARING PRESSURE SHALL
BE VERIFIED PRIOR TO THE CONSTRUCTION OF THE FOOTINGS
AND REPORT ANY DISCREPANCIES TO THE ENGINEER. LOWER
THE EXISTING FOOTING ELEVATIONS SHOWN IF NECESSARY TO
OBTAIN THE REQUIRED BEARING PRESSURE.

STRUCTURAL STEEL:

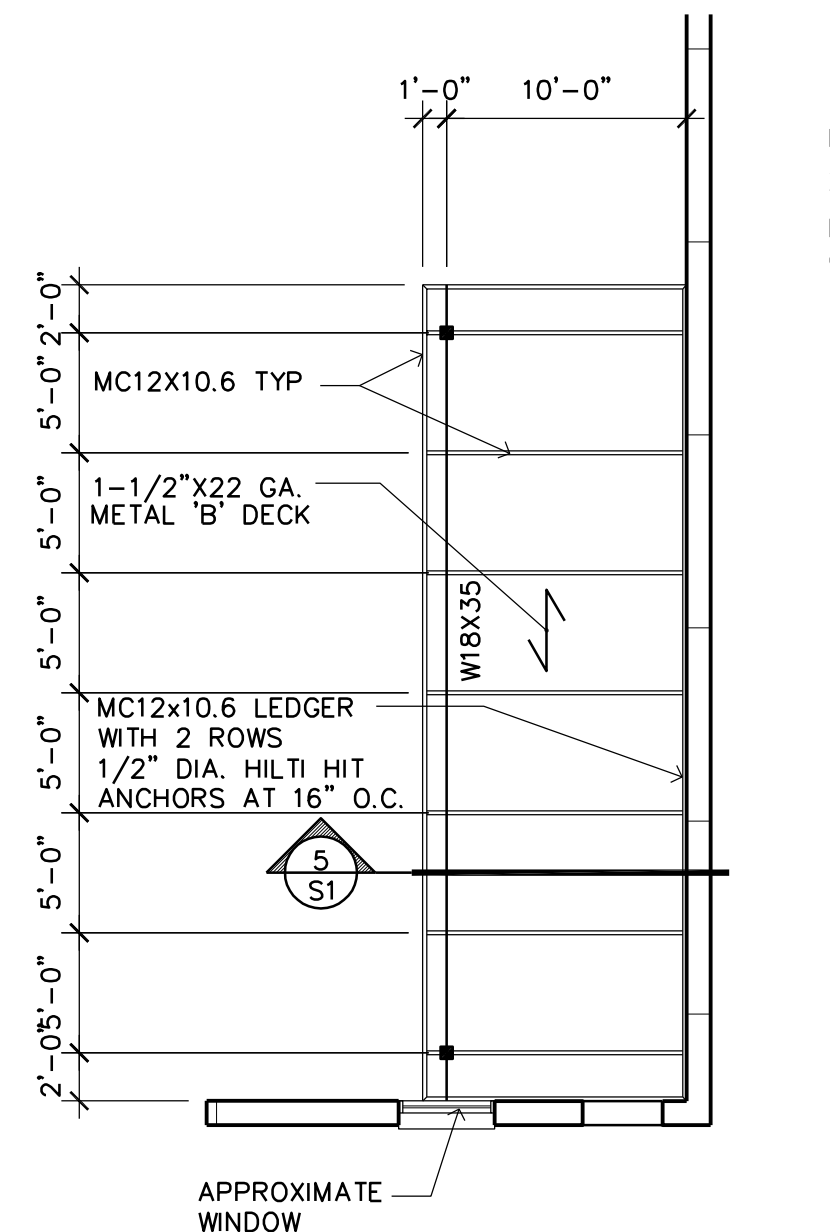
1. DESIGN, DETAILING, FABRICATION AND ERECTION OF
STRUCTURAL STEEL SHALL BE IN ACCORDANCE WITH THE AISC
"MANUAL OF STEEL CONSTRUCTION"
2. ALL STRUCTURAL STEEL SHALL CONFORM TO ASTM A36 OR A572
(AS NOTED). STEEL PIPE SHALL CONFORM TO ASTM A501 OR ASTM
A53 STEEL TUBES SHALL CONFORM TO ASTM A500 - GRADE B.
3. ALL WELDING SHALL BE DONE BY CERTIFIED WELDERS USING
E70XX ELECTRODES AND SHALL CONFORM TO AWS STANDARDS.
4. ALL BOLTS SHALL BE 3/4" DIAMETER. ASTM A325.



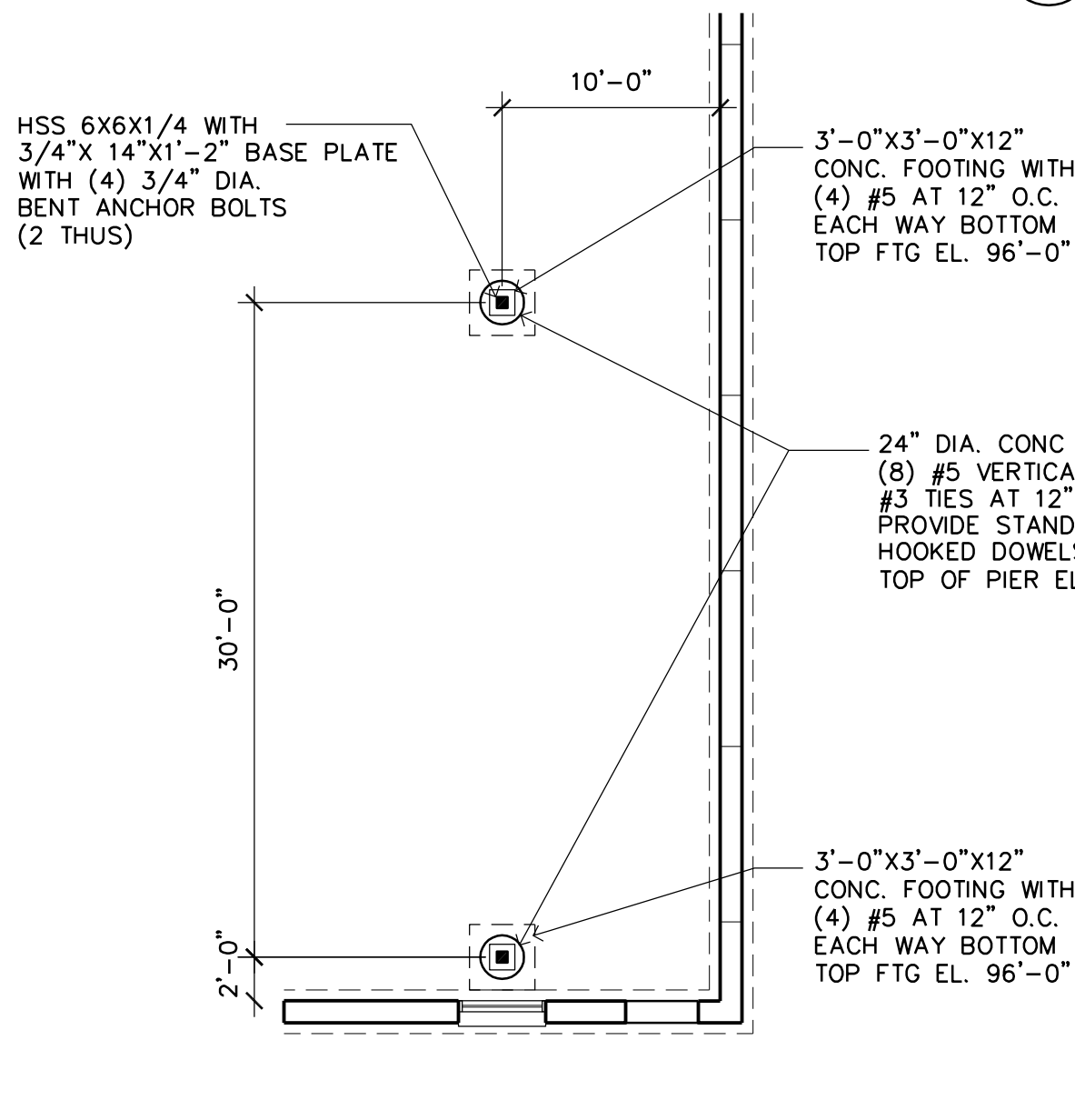
5 SECTION AT CANOPY
S1 SCALE: 3/4" = 1'-0"



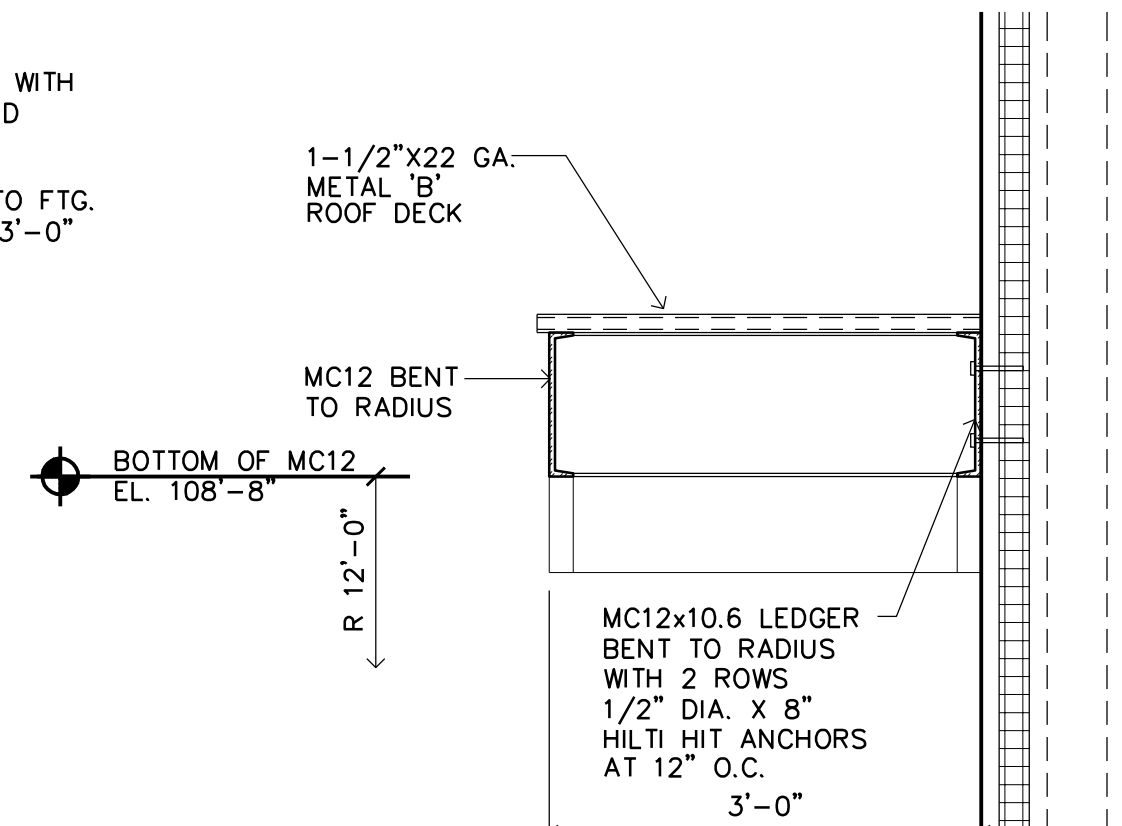
8 SECTION AT CANOPY
S1 SCALE: 3/4" = 1'-0"



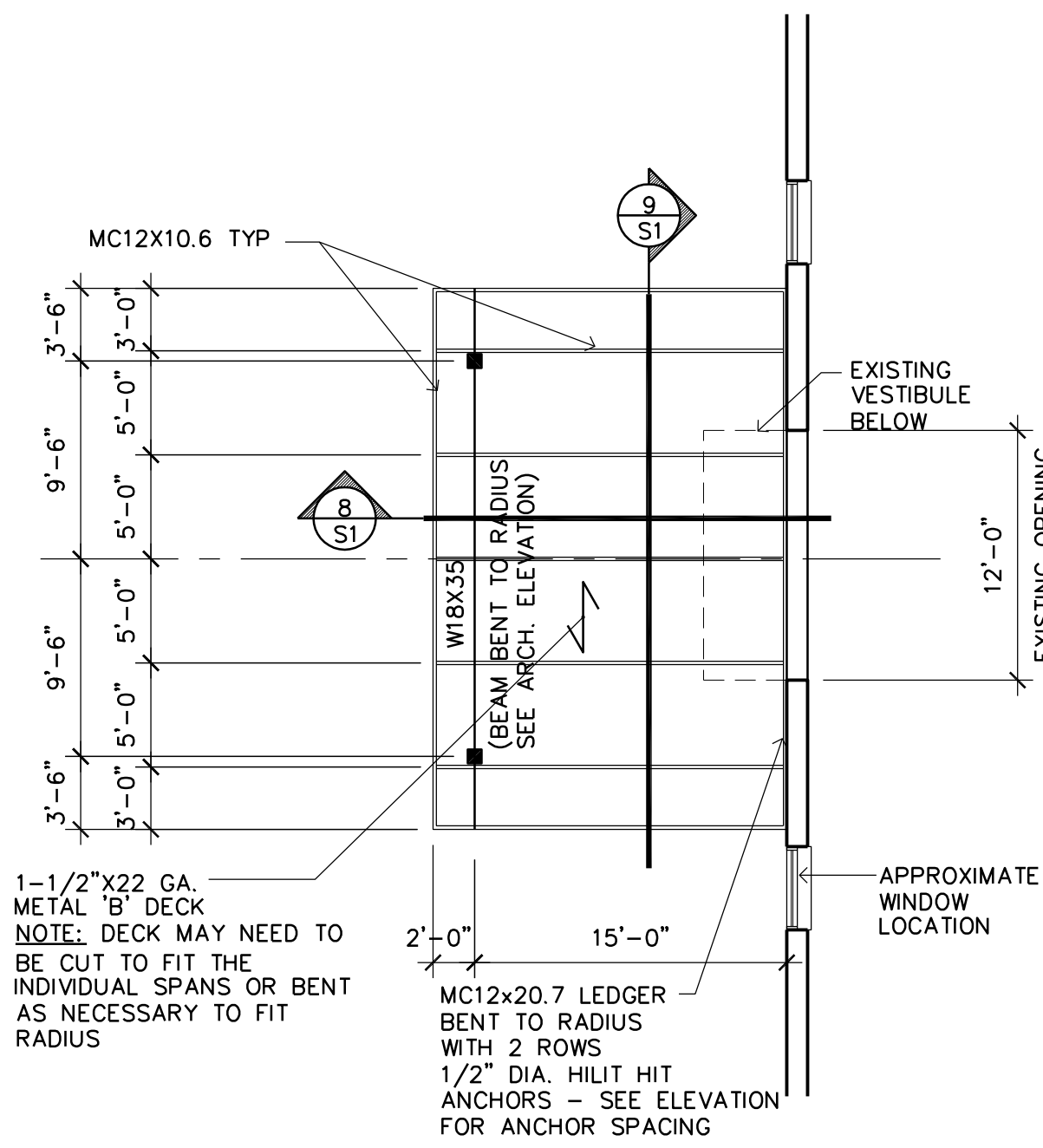
4 CANOPY FRAMING PLAN
S1 SCALE: 1/8" = 1'-0"



3 CANOPY FOUNDATION PLAN
S1 SCALE: 1/8" = 1'-0"

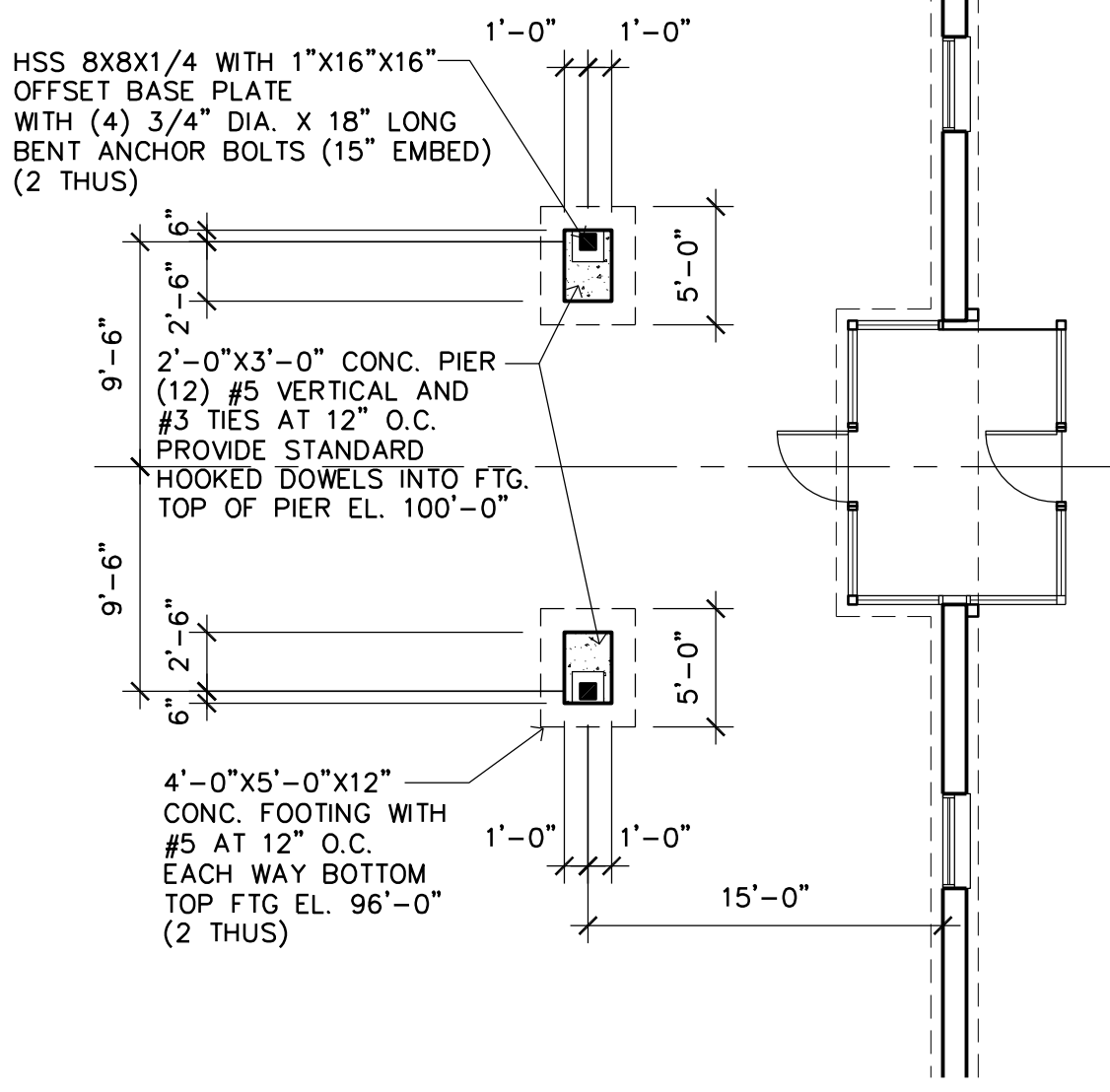
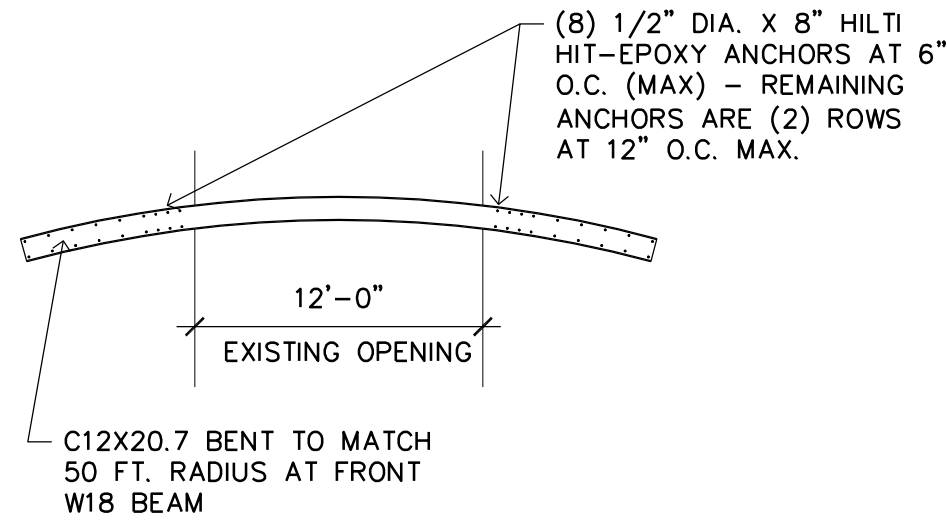


2 SECTION AT CANOPY
S1 SCALE: 3/4" = 1'-0"

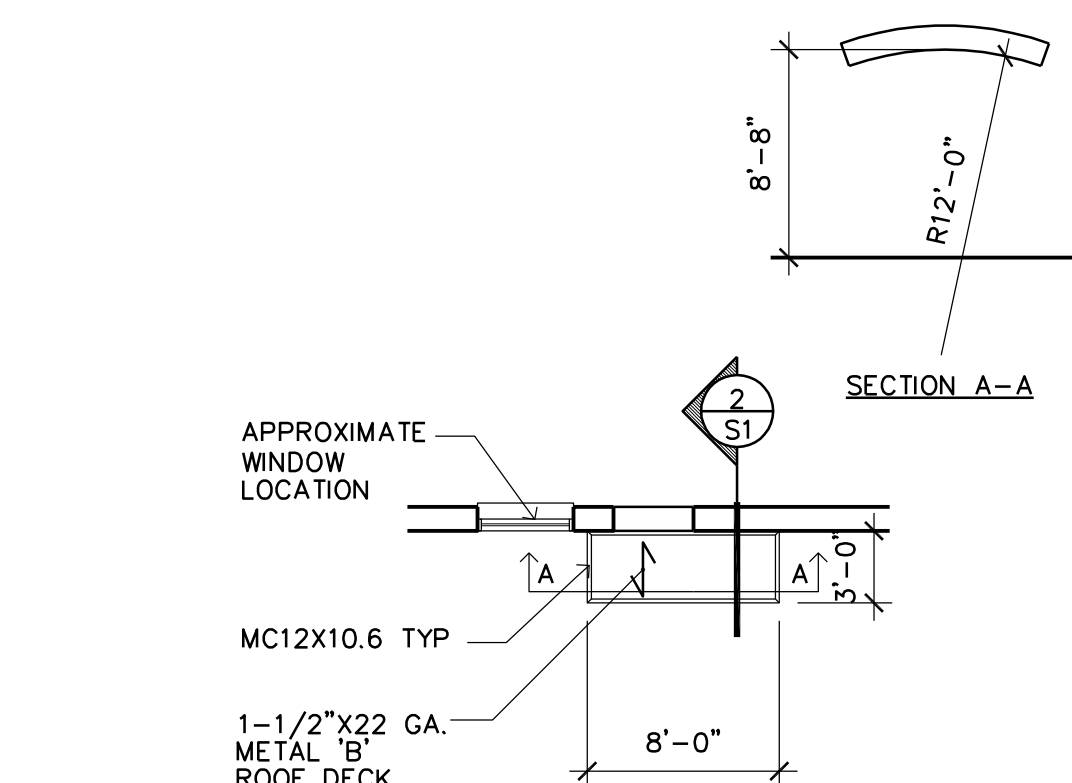


7 CANOPY FRAMING PLAN
S1 SCALE: 1/8" = 1'-0"

9 CANOPY ELEVATION AT BUILDING FACE
S1 SCALE: 1/8" = 1'-0"

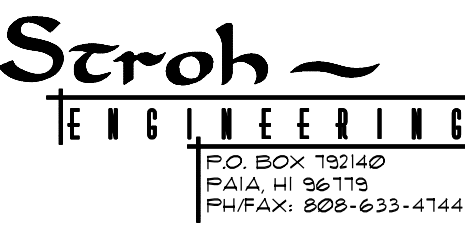


6 CANOPY FOUNDATION PLAN
S1 SCALE: 1/8" = 1'-0"



1 CANOPY FRAMING PLAN
S1 SCALE: 1/8" = 1'-0"

(2 CURVED CANOPIES THUS - SEE ARCH. ELEVATIONS)



ENGINEER CERTIFICATION:
I HEREBY CERTIFY THAT THIS PLAN,
SPECIFICATION OR REPORT WAS
PREPARED BY ME OR UNDER MY DIRECT
SUPERVISION AND THAT I AM A DULY
LICENSED PROFESSIONAL ENGINEER
UNDER THE LAWS OF THE STATE
OF MINNESOTA.

SIGNATURE
BERNIE STROH
PRINT NAME
14269
LICENSE NO.
7/9/18
DATE



1100 Mendota Heights Road
Mendota Heights, MN 55120
Ph: 651-481-0200
Fax: 651-481-0205

ALLEGIS CORPORATION
8001 Central Ave, Spring Lake Park, MN

Structural Engineer: B. STROH
Drawn By: JRB
Checked By: BS
Revisions

7/9/18	ISSUE FOR PERMIT

CANOPY FRAMING
DETAILS

Sheet Number

S1

Project No. 180302-1



City of Spring Lake Park
Engineer's Project Status Report

To: Council Members and Staff
From: Phil Gravel

Re: **Status Report for 8.20.18 Meeting**
File No.: R-18GEN

Note: Updated information is shown in *italics*.

MS4 Permit (193802936).

Annual Report has been submitted (was due June 30th). The Annual Public Meeting was held on June 18th. Required Annual Training will be completed in the fall.

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

The storm water model has been used to evaluate existing and proposed conditions to determine options to reduce flooding in known problem areas. A summary report will be presented this fall with the updated LSWMP. Review copies of the LSWMP have been distributed to various agencies for their comments.

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 started. Lining work will begin later this fall.*

2017-2018 Street Seal Coat Project (193803783).

This project included street maintenance in the neighborhood north of 81st Ave. and west of Monroe St. (2017) and in the neighborhood east of Monroe St., south of 81st St. and west of TH 65 (2018). Terry Randall coordinated the work on this project. *The 2018 work has been substantially completed.*

Wells 4 and 5 (193804554): *Plans and specifications are complete. Bid opening is scheduled for August 24th. Bid results will be presented to the city council at the September 4th meeting.* The timeline for construction work on the wells will be late summer and early autumn for Well 4 and late autumn for Well 5.

Wellhead Protection Plan: Well survey responses have been reviewed and compiled. The results of the survey, along with other wellhead protection activities in the past two years, will be included in a Plan Evaluation Report which will be provided to the Minnesota Department of Health (MDH). *A letter requesting the 10-year extension to the Plan and additional information has been sent to MDH.*

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 81st Avenue. A cost estimate has been prepared. The Administrator will discuss options with the commercial property on Buchanan. *Quotes are being obtained.*

Bituminous Trail Maintenance: Ongoing bituminous trail maintenance for the trails on Osborne and Central Avenue is being completed. *The public works staff has removed grass along the edges of the trails and swept them. The slurry seal work will be completed in September.*

Cellular Antenna Installations on Water Towers:

- **T-Mobile on Able Street tower.** Final acceptance letter was sent on May 2, 2018.
- **Verizon on Arthur Street tower.** This is a new installation. Final comments on the Construction Drawings were sent to the applicant on April 24th (CDs are approved). *Lease issues are still being discussed.*
- **AT&T on Arthur Street tower.** This is a replacement/modification project. Initial comments on the Construction Drawings were sent to the applicant on May 22nd. A second comment letter was sent on June 12, 2018. *Revised CDs were received on June 22, 2018 and have been reviewed. Lease is being reviewed, CWC provided lease comments on 8/3/18.*

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.*

Interstate Plaza Project (7700 Hwy 65 NE). No news.

...

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

Thanks to
all of you who
risk your life for
all of us - May
God keep you safe!

8-6-18

Spring Park Police,

I need to Thank you for
responding to my accident on
Wed. Aug 1, on Hwy #70. Special
Thanks to Karen Fiske who
was so comforting with her
calming remarks. I was
amazed you took care of all
the paper work. I have been
driving for 70 yrs - this was
my first/only accident. God Bless
Mary's Frank



CONNECTING & INNOVATING
SINCE 1913

July 23, 2018

The Honorable Erin Koegel
366 Sanburnol Drive
Spring Lake Park, MN 55432

Dear Representative Koegel,

On behalf of our 833 member cities, I want to thank you for your efforts this past legislative session and to recognize you as a League of Minnesota Cities Legislator of Distinction for 2018.

League staff and member city officials appreciate your accessibility and your consultation with us on legislation affecting cities. Specifically, our members appreciate your active work with cities in your district to get an Open Meeting Law bill through the required committee stops in the House. The League also appreciates you securing a chief author in the majority to help the success of the bill.

Our members know that in order to be successful in serving our common constituents, state and city officials must work together as partners to reach solutions that meet the unique needs of rural, suburban, and urban communities all across Minnesota. City leaders also understand that without the support of legislative leaders like you, this state-local partnership would not be possible.

To acknowledge your contributions last session, mayors of each city in your legislative district will receive notification of your recognition. A press release will also be issued to media in your area. City officials and League staff look forward to continuing to work with you in the future.

Sincerely,

Heidi Omerza
Councilmember, City of Ely
President, League of Minnesota Cities

Enclosure



CONNECTING & INNOVATING
SINCE 1913

July 23, 2018

The Honorable Jerry Newton
2411 Minnesota Senate Building
95 University Avenue W.
St. Paul, MN 55155

Dear Senator Newton,

On behalf of our 833 member cities, I want to thank you for your efforts this past legislative session and to recognize you as a League of Minnesota Cities Legislator of Distinction for 2018.

League staff and member city officials appreciate your accessibility and your consultation with us on legislation affecting cities. Specifically, our members appreciate your active work with cities in your district to provide an expansion of the Open Meeting Law allowing councilmembers in limited situations to remotely participate in city council meetings. While the bill did not become law, the League looks forward to continuing to work with you on this issue.

Our members know that in order to be successful in serving our common constituents, state and city officials must work together as partners to reach solutions that meet the unique needs of rural, suburban, and urban communities all across Minnesota. City leaders also understand that without the support of legislative leaders like you, this state-local partnership would not be possible.

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Sincerely,

Heidi Omerza
Councilmember, City of Ely
President, League of Minnesota Cities

Enclosure



CONNECTING & INNOVATING
SINCE 1913

July 23, 2018

The Honorable Carolyn Laine
2327 Minnesota Senate Building
95 University Avenue W.
St. Paul, MN 55155

Dear Senator Laine,

On behalf of our 833 member cities, I want to thank you for your efforts this past legislative session and to recognize you as a League of Minnesota Cities Legislator of Distinction for 2018.

League staff and member city officials appreciate your accessibility and your consultation with us on legislation affecting cities. Specifically, our members appreciate your work in consistently advocating for local control and decision-making.

Our members know that in order to be successful in serving our common constituents, state and city officials must work together as partners to reach solutions that meet the unique needs of rural, suburban, and urban communities all across Minnesota. City leaders also understand that without the support of legislative leaders like you, this state-local partnership would not be possible.

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Sincerely,

Heidi Omerza
Councilmember, City of Ely
President, League of Minnesota Cities

Enclosure

Video Production



Municipal Producer, Trevor Scholl, completed seven projects in July, including three episodes of Mayor's Minutes and Fetes des Lacs event coverage. 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.

▪ July Completed Videos/Playing on City Channels & Internet

Title	Producer	Runtime
Centerville Mayor's Minutes	Trevor Scholl	00:06:10
Blaine Mayor's Minutes	Trevor Scholl	00:05:48
Circle Pines Mayor's Minutes	Trevor Scholl	00:03:15
Fetes des Lacs Preview	Trevor Scholl	00:03:34
Lexington's Farmers Market	Trevor Scholl	00:03:08
Fetes des Lacs 2018	Trevor Scholl	00:02:05
Circle Pines Community Garden	Trevor Scholl	00:05:30
Your City Staff: Julie Bartell	Danika Peterson	00:04:58
Ham Lake Farmer's Market	Danika Peterson	00:02:25
Local Decision 2018: MN House 31B Republican Primary Candidates	Ben Hayle	00:30:12
Local Decision 2018: Blaine City Council Ward 2 Primary Candidates	Ben Hayle	00:31:09
Local Decision 2018: Anoka County Commissioner District 4 Primary Candidates	Ben Hayle	00:40:51
Centerville Fetes des Lacs Parade	Jeremy Millington	00:41:28
Blaine Safety Camp	T.J. Tronson	00:14:57
Anoka County Board Meeting (7/10/18)	T.J. Tronson	00:23:03
Anoka County Board Meeting (7/24/18)	T.J. Tronson	00:35:43

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

- Blue Heron Days preview
- Ham Lake senior dance day
- Community garden project for Blaine is shot, adding more b-roll

- 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**
- 7/27/18: Located archived VOD meetings. Sent links to City.

Circle Pines

- No equipment consulting was necessary.

Ham Lake

- 7/2/18: Removed/recycled old equipment from Ham Lake.

Lexington

- No equipment consulting was necessary.

Lino Lakes

- 7/24/18: Noticed graphics and timing issues with meeting recording. Called Jeff Karlson to see if any assistance was needed. None needed at this time.

Spring Lake Park

- No equipment consulting was necessary.

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 July:

Title	Producer	Runtime
Blaine City Council Meeting (7/5/18)	Blaine Staff	02:13:06
Blaine Planning Commission Meeting (7/10/18)	Blaine Staff	01:19:04
Blaine Park Board Meeting (7/24/18)	Blaine Staff	00:45:17
Centerville City Council Meeting (7/11/18)	Centerville Staff	01:56:00

Centerville City Council Meeting (7/25/18)	Centerville Staff	00:49:17
Circle Pines City Council Meeting (7/10/18)	Circle Pines Staff	00:20:57
Circle Pines Utility Commission Meeting (7/18/18)	Circle Pines Staff	00:24:51
Circle Pines City Council Meeting (7/24/18)	Circle Pines Staff	00:18:51
Ham Lake City Council Meeting (7/2/18)	Ham Lake Staff	00:10:44
Ham Lake Planning Commission Meeting (7/9/18)	Ham Lake Staff	01:40:15
Ham Lake City Council Meeting (7/16/18)	Ham Lake Staff	01:05:11
Ham Lake Park & Tree Commission Meeting (7/18/18)	Ham Lake Staff	00:48:15
Ham Lake Planning Commission Meeting (7/23/18)	Ham Lake Staff	00:27:55
Lexington City Council Meeting (7/5/18)	Lexington Staff	00:16:33
Lexington City Council Meeting (7/19/18)	Lexington Staff	00:04:55
Lino Lakes City Council Meeting (7/9/18)	Lino Lakes Staff	00:28:52
Lino Lakes Planning & Zoning Commission Meeting (7/11/18)	Lino Lakes Staff	01:00:57
Lino Lakes City Council Meeting (7/23/18)	Lino Lakes Staff	00:46:51
Spring Lake Park City Council Meeting (7/2/18)	Spring Lake Park Staff	01:01:39
Spring Lake Park City Council Meeting (7/16/18)	Spring Lake Park Staff	01:18:29
Spring Lake Park Planning Commission Meeting (7/23/18)	Spring Lake Park Staff	01:49:01
21 New Programs		18:16:17 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 Tighrope system, and played back on each City channel.

City	Number of Times Programs Played	Hours Programmed on Channel
Blaine	292	395:36:45
Centerville	66	86:36:42
Circle Pines	163	90:38:17
Ham Lake	136	95:22:50
Lexington	125	43:57:11

Lino Lakes	105	74:29:01
Spring Lake Park	206	221:29:40
Totals:	1,093 Program Playbacks	1,008:10:26 Hours of Video Programming on Channels

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

Blaine

- Transcoded and uploaded 1 videos to Carousel.

Centerville

- Transcoded and uploaded 3 videos to Carousel.

Circle Pines

- Transcoded and uploaded 2 video to Carousel.
- Put all July meetings on hard drive for City

Ham Lake

- Transcoded and uploaded 1 videos to Carousel.

Lexington

- Transcoded and uploaded 1 videos to Carousel.

Lino Lakes

- Transcoded and uploaded 1 videos to Carousel.

Spring Lake Park

- Created 2 bulletins for Carousel.

City Channel Signal Monitoring

Blaine

- No channel signal problems.

Centerville

- No channel signal problems.

Circle Pines

- No channel signal problems.

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 July:

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

Administrative



The issues dealt with in July include reviewing the draft municipal drone policy and procedures for employees and the draft ordinance for Cities, meeting with a representative of Polco to learn about their civic engagement software, processing and assessing the 2nd quarter franchise and PEG fees, and working out a franchise misunderstanding with Comcast.

- **Drone Policies and Procedures**
 - Received the draft municipal drone policies and procedures and draft drone ordinance from legal counsel.
 - Reviewed both and emailed comments to legal counsel.
 - Gave the policies and procedures to the NMTV drone operator for his comments.
- **Polco Civic Engagement Software**
 - Met with Matt Fulton, of Polco regarding Civic engagement product.
 - Discussed the product, its potential benefits for Cities and the Commission.

- Considered having the Commission be the umbrella organization for the member Cities. Cost for the annual contract would reflect a 20% discount and the Commission would have access at no cost.
- Requested written materials.
- Will include topic in September meetings.

2nd Quarter Franchise and PEG Fees

- Received 2nd quarter franchise and PEG fee reports and payments from Comcast and CenturyLink.
- Entered data into spread sheets for PEG fees received, franchise fees received, and gross revenues.
- Comcast franchise fees were down \$1,482 over the previous quarter. PEG fees were up \$3,214 over the previous quarter.
- CenturyLink franchise fees were up \$5,034 over the previous quarter. (First quarter franchise fees reflected an adjustment to a previous overpayment. The second quarter payment did not have that adjustment.) PEG fees were \$933 less than the previous quarter.
- CenturyLink continues to steadily lose customers.

Comcast Franchise Issue

- The City of Lexington received a form letter from Comcast advising that the City's free internet service would be eliminated as of August 1st.
- Contacted Comcast, and was told that Lexington and Circle Pines public works had received the notification because free internet service is not included in our franchise.
- Copied and pasted the portion of our franchise that states free internet service will be provided to Cities as long as Comcast is providing free service to schools.
- Comcast apologized for the mistake and said that the service would not be terminated on August 1st.

Miscellaneous

- Spoke with Mark Statz regarding Facebook-live for City meetings. Stated that live streaming of City channels was included in the 2019 budget.
- Organized crew for marching in Fetes des Lacs parade.
- Mediated Ham Lake subscriber complaint with Comcast. Resolved.
- Read industry articles.

North Metro TV

July 2018 Update

Program Production

In July, a total of **97 new programs** were produced utilizing the North Metro facilities, funds, and services. This constitutes **91:15:00 hours of new programming**.

- 23 programs were produced by the public
- 53 programs were produced by NMTV staff
- 21 programs were produced by City staff



Van Shoots

The HD truck was used for **85:00:00** hours of production. Events produced live and recorded for additional playbacks include:

- USA Cup Soccer Weekend, 7/13/18, 4 Games
- USA Cup Soccer Weekend, 7/14/18, 4 Games
- USA Cup Soccer Weekend, 7/15/18, 6 Games
- USA Cup Soccer, 7/18/18, 3 Games
- USA Cup Soccer, 7/19/18, 4 Games
- USA Cup Soccer, 7/20/18, 4 Games
- USA Cup Soccer, 7/21/18, 6 Games
- USA Cup Soccer Opening Ceremonies



Workshops

Workshop	Instructor	Organization	Students
Editing	Eric Houston	Toastmasters	6
Lighting	Eric Houston	Video Club	10
Bad Movie Bros Taping	Eric Houston	Video Club	2
James Bond: 50 Years of 007	Eric Houston	Mary Ann Young Senior Center	16
Star Trek: Behind the Scenes of the Final Frontier	Eric Houston	Edgewood Senior Living	12
Batman: the 1960's TV Sensation	Eric Houston	Edgewood Senior Living	15
Camera	Eric Houston	General Public	1
This is Orson Welles	Eric Houston	General Public	9
8 Workshops			71 Student

Home Movie Transfers

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

Month	Hours Transferred	Tapes	Film Reels	DVDs	Photos/Slides	Fees Paid
January	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
TOTAL:	849	315	336	194	3,296	\$3,529.00

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
TOTAL PUBLIC USAGE:		3,472.25

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 July highlights include:

- Summer Food Fest Helps Local Charity
- USA Cup Soccer Features Off-Field Fun
- Spring Lake Park Finds Radium in Water
- Centerview Elementary Nears Completion
- Safety Camp Aims to Prevent Injuries
- Centerville Celebrates Fetes des Lacs



In addition to daily playbacks of North Metro TV News on the cable systems, there are over 505 local stories archived for viewers on the NMTV YouTube page. The page can be accessed through the northmetrotv.com website.

Your City Staff

One episode of Your City Staff was produced in July. It featured Julie Bartell, the City Clerk for Lino Lakes. The episode highlighted the work she does for the City of Lino Lakes and her past experience and favorite parts of the job. The videos are presented as a news story on North Metro TV News, and then edited into a stand alone video for the corresponding City Channel. If anyone has a suggestion for future features, please let Ben and Danika know!



Safety Camp

T.J. Tronson completed his 22nd Blaine Safety Camp production in July. He recorded the presentations and activities and then put together a short highlight program. He always puts together the video presentation for campers and their parents for the second night of camp. The highlight version of the event is used for playback on channel 15, the Blaine City Channel and is also posted on the North Metro TV Youtube page. As always, a link was provided for embedding on the Blaine website.



Mayor's Minutes

It was a big month for Mayor's Minutes! Three episodes, including Blaine, Circle Pines, and Centerville were completed. Municipal Producer and Circle Pines Mayor Dave Bartholomay had a little fun with the Circle Pines episode by imitating the Paul Wellstone commercial. The video had the appearance of the Mayor jumping from one site to the next in a very enthused manner! It was fun to put together. The show is a casual report by the Mayor of what is going on in each City. It is generally pretty short...around three to five minutes...and is intended to give Cities a forum to highlight issues, plans and accomplishments. And now the race is on to find more fun and creative ways to shoot the Mayor's Minutes!



USA Cup Soccer

As always, July is a busy soccer month for North Metro TV. Staff, interns, and volunteers rallied their forces to cover the Opening Ceremonies and 31 USA Cup games, including the pre-USA Cup weekend games. All of the games were live on TV and via the North Metro TV website, and the National Sports Center website in full HD. It was a very well coordinated and time intensive production schedule but everyone worked together to make the week very successful. This year, NMTV and the National Sports Center worked together to cover the action on one of the better fields. The Sports Center provided shore power and an internet connection, making the live streaming of the



games seamless. Utilizing the wireless option, which we usually do, can be problematic when a lot of people are using their cell phones in an area.

Local Decision 2018 Primaries

And we're off! The 2018 election season has started. Danika Peterson and Ben Hayle started the primary season by creating web pages for the primary candidates. Each candidate was sent an invitation to send a picture and bio for the web page. All of the candidates were also invited to participate in one-on-one interviews so voters could get to know them. Candidates for the MN House 31B Republican, Blaine City Council Ward 2, and Anoka County

Commissioner District 4 Primaries chose to participate. Over 640 views have been logged on our Youtube Local Decision 2018 page. NMTV was also contracted to produce two candidate forums for the City of Columbia Heights.



City Productions

Municipal Producer, Trevor Scholl, completed seven projects in July including three episodes of Mayor's Minutes and Fetes des Lacs event coverage. Projects completed include:

- Blaine Mayor's Minutes
- Centerville Mayor's Minutes
- Circle Pines Mayor's Minutes
- Fetes des Lacs Preview
- Lexington Farmer's Market
- Fetes des Lacs 2018
- Circle Pines Community Gardens



New and ongoing projects include:

- Blue Heron Days preview
- Ham Lake senior dance day
- Community garden project for Blaine is shot, adding more b-roll
- 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 City's 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

- No equipment consulting was necessary.

Circle Pines

- No equipment consulting was necessary.

Ham Lake

- 7/2/18: Removed/recycled old equipment from Ham Lake.

Lexington

- No equipment consulting was necessary.

Lino Lakes

- 7/24/18: Noticed graphics and timing issues with meeting recording. Called Jeff Karlson to see if any assistance was needed. None needed at this time.

Spring Lake Park

- No equipment consulting was necessary.

City Channel 16 Playback Stats

City	Number of Times Programs Played	Hours Programmed on Channel
Blaine	292	395:36:45
Centerville	66	86:36:42
Circle Pines	163	90:38:17
Ham Lake	136	95:22:50
Lexington	125	43:57:11
Lino Lakes	105	74:29:01
Spring Lake Park	206	221:29:40
Totals:	1,093 Program Playbacks	1,008:10:26 Hours of Video Programming on Channels

Programs Produced by the Public

Title	Producer	Runtime
Black and White or Gray	Jason Anderson/Brad Sanford	00:25:04
Toastmasters Live (2 episodes)	Cheri Jacobson/Lee Howard	01:25:53
Every Movie Ever (2 episodes)	Joe Scholz, Rick Bostrom, Ben Daniels/Ryan Frieundschuh, Gavin Van Trease/Eric Houston	00:49:24
A Fresh New Day: Abound - Guard Your Heart	Anita Wardlaw	00:48:06
Cornerstone Church	Rick Bostrom	00:29:00
Christ Lutheran Church (4 episodes)	Jacob Nessman	04:33:02
The Power of Love (2 episodes)	Rick Larson	01:00:00
LovePower (2 episodes)	Ann Sandell	02:00:00
Rice Creek Watershed District Meeting (2 episodes)	Theresa Stasica	03:34:05
Oak Park Moments (6 episodes)	David Turnidge	04:01:08
23 New Programs		19:05:42 New Hours

Programs Produced by NMTV Staff

Title	Producer	Runtime
Anoka County Board Meeting (7/10/18)	T.J. Tronson	00:23:03
Anoka County Board Meeting (7/24/18)	T.J. Tronson	00:35:43
Blaine Safety Camp	T.J. Tronson	00:14:57
Anoka County District 4 Candidate Forum	T.J. Tronson	01:00:34
Columbia Heights Mayoral Candidate Forum	T.J. Tronson	01:05:26
NMTV News (3 episodes)	Danika Peterson/Ben Hayle	01:01:36
Your City Staff: Julie Bartell	Danika Peterson	00:04:58
Ham Lake Farmer's Market	Danika Peterson	00:02:25
Local Decision 2018: MN House 31B Republican Primary	Ben Hayle	00:30:12
Local Decision 2018: Blaine City Council Ward 2 Primary	Ben Hayle	00:31:09
Local Decision 2018: Anoka County Commissioner 4 Primary	Ben Hayle	00:40:51
Centerville Mayor's Minutes Summer 2018	Trevor Scholl	00:06:10
Blaine Mayor's Minutes Summer 2018	Trevor Scholl	00:05:48

Circle Pines Mayor's Minutes Summer 2018	Trevor Scholl	00:03:15
Fetes des Lacs Preview	Trevor Scholl	00:03:34
Lexington's Farmer's Market	Trevor Scholl	00:03:08
Fete Des Lacs 2018	Trevor Scholl	00:02:05
Circle Pines Community Gardens	Trevor Scholl	00:05:30
Centerville Fetes Des Lacs Parade	Jeremy Millington	00:41:28
USA Cup Weekend: Lakehead Express/Rush WI	Kenton Kipp/J. Millington	00:58:05
USA Cup Weekend: FCKC Milan/Tokiwagi Gakuen HS	Kenton Kipp/J. Millington	01:17:22
USA Cup Weekend: Sociedade Hipica de Campinas/Lakehead Express	Kenton Kipp/J. Millington	01:07:45
USA Cup Weekend: WSEU Red/Mayas FC Academy	Kenton Kipp/J. Millington	01:09:35
USA Cup Weekend: Mankato United/Dakota United SC	Kenton Kipp/J. Millington	01:16:39
USA Cup Weekend Sociedade Hipica de Campinas/Tempo Chaos	Kenton Kipp/J. Millington	01:15:18
USA Cup Weekend: Dakota United SC/Rush WI	Kenton Kipp/J. Millington	01:09:08
USA Cup Weekend: WWFC Wildcats/Tempo Phoenix	Kenton Kipp/J. Millington	01:18:07
USA Cup Weekend: Eden Prairie SC+ Red/Rush WI	Kenton Kipp/J. Millington	01:03:16
USA Cup Weekend: Rockford Olympic/KM Torhout	Kenton Kipp/J. Millington	01:05:00
USA Cup Weekend: Bonivital SC Flames/Rush WI	Kenton Kipp/J. Millington	01:30:33
USA Cup Weekend: Allouez Stampede/Lifezone Gladiators FC	Kenton Kipp/J. Millington	01:38:05
USA Cup Weekend: Mayas FC Academy/KM Torhout	Kenton Kipp/J. Millington	01:41:55
USA Cup Weekend: REV SC Academy/Gjellerasen IF	Kenton Kipp/J. Millington	01:48:20
USA Cup Soccer: Wheeling United SC/Edian SC	Kenton Kipp/J. Millington	01:29:25
USA Cup Soccer: Black Hills Rapids/Hartford United	Kenton Kipp/J. Millington	01:29:14
USA Cup Soccer: Colegio Mexico/Crow Trace FC	Kenton Kipp/J. Millington	01:51:16
USA Cup Soccer: Edina SC/Maplebrook Arsenal	Kenton Kipp/J. Millington	01:32:47
USA Cup Soccer: Maplebrook/Sherwood Park Phoenix	Kenton Kipp/J. Millington	01:34:25
USA Cup Soccer: Blaine SC EDT/Gjellerasen IF	Kenton Kipp/J. Millington	01:35:26
USA Cup Soccer: Soo City United/Blaine SC Travel 1	Kenton Kipp/J. Millington	01:41:07
USA Cup Soccer: Fusion SC Navy/Cloegio Menor San Francisco	Kenton Kipp/J. Millington	01:50:06
USA Cup Soccer: A.S. Trutier/KM Torhout	Kenton Kipp/J. Millington	01:28:21
USA Cup Soccer: Tonka Fusion Elite/MN ODP	Kenton Kipp/J. Millington	01:25:45
USA Cup Soccer: FCR Jr Developmental/Black Hills Rapids	Kenton Kipp/J. Millington	02:00:15
USA Cup Soccer: MN Thunder Academy/Nationals Canada Black	Kenton Kipp/J. Millington	01:30:32
USA Cup Soccer: Maplebrook/Edina SC	Kenton Kipp/J. Millington	01:28:44
USA Cup Soccer: Sporting St. Croix/SCool Games Chevrolet	Kenton Kipp/J. Millington	01:27:26
USA Cup Soccer: St. Paul Blackhawks/REV SC Academy	Kenton Kipp/J. Millington	01:13:48

USA Cup Soccer: St. Paul Blackhawks FC/Sporting St. Croix Academy	Kenton Kipp/J. Millington	01:52:56
USA Cup Soccer: REV SC Academy / Sporting St. Croix Academy	Kenton Kipp/J. Millington	01:25:33
USA Cup Soccer Opening Ceremonies	Kenton Kipp/J. Millington	01:15:03
53 New Programs		53:52:09 New Hours

Programs Produced by City Staff

Title	Producer	Runtime
Blaine City Council Meeting (7/5/18)	Blaine Staff	02:13:06
Blaine Planning Commission Meeting (7/10/18)	Blaine Staff	01:19:04
Blaine Park Board Meeting (7/24/18)	Blaine Staff	00:45:17
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Centerville City Council Meeting (7/25/18)	Centerville Staff	00:49:17
Circle Pines City Council Meeting (7/10/18)	Circle Pines Staff	00:20:57
Circle Pines Utility Commission Meeting (7/18/18)	Circle Pines Staff	00:24:51
Circle Pines City Council Meeting (7/24/18)	Circle Pines Staff	00:18:51
Ham Lake City Council Meeting (7/2/18)	Ham Lake Staff	00:10:44
Ham Lake Planning Commission Meeting (7/9/18)	Ham Lake Staff	01:40:15
Ham Lake City Council Meeting (7/16/18)	Ham Lake Staff	01:05:11
Ham Lake Park & Tree Commission Meeting (7/18/18)	Ham Lake Staff	00:48:15
Ham Lake Planning Commission Meeting (7/23/18)	Ham Lake Staff	00:27:55
Lexington City Council Meeting (7/5/18)	Lexington Staff	00:16:33
Lexington City Council Meeting (7/19/18)	Lexington Staff	00:04:55
Lino Lakes City Council Meeting (7/9/18)	Lino Lakes Staff	00:28:52
Lino Lakes Planning & Zoning Commission Meeting (7/11/18)	Lino Lakes Staff	01:00:57
Lino Lakes City Council Meeting (7/23/18)	Lino Lakes Staff	00:46:51
Spring Lake Park City Council Meeting (7/2/18)	Spring Lake Park Staff	01:01:39
Spring Lake Park City Council Meeting (7/16/18)	Spring Lake Park Staff	01:18:29
Spring Lake Park Planning Commission Meeting (7/23/18)	Spring Lake Park Staff	01:49:01
21 New Programs		18:16:17 New Hours

If you have any questions or comments regarding this monthly report please contact
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