



**CITY COUNCIL AGENDA
MONDAY, APRIL 16, 2018
7:00 P.M.**

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. ADDITIONS OR CORRECTIONS TO AGENDA
5. DISCUSSION FROM THE FLOOR
6. CONSENT AGENDA:
 - A. Approval of Minutes – March 19, 2018
 - B. Approval of Minutes – April 2, 2018
 - C. Disbursements
 1. General Operations Disbursement Claim No. 18-05 \$308,358.23
 2. Liquor Fund Disbursement Claim No. 18-06 \$90,605.81
 - D. Budget to Date – March
 - E. Approval of Right of Way Application – CenturyLink Inc.
 - F. Approval of Application for Exempt Permit – North Suburban Chapter of MN Deer Hunters Association - May 7, 2018 - Kraus-Hartig VFW
 - G. Contractor’s License
 - H. Sign Permit
 - I. Correspondence
7. POLICE REPORT
8. PARKS AND RECREATION REPORT
9. NEW BUSINESS
 - A. Site Plan Approval for 8421 University Avenue NE
 - B. Special Event Permit – Minnesota Soda Festival
 - C. Authorization to Purchase Public Work Utility Box for Utilities Pickup
 - D. Approval of Anoka County Agreement for Residential Recycling Program 2018-
Select Committee on Recycling and the Environment (SCORE)
10. ORDINANCES AND/OR RESOLUTIONS
 - A. Resolution 18-13 Approving A Charitable Gambling Premises Within the City of
Spring Lake Park
11. ENGINEER’S REPORT
12. ATTORNEY’S REPORT
13. REPORTS
 - A. Administrator Reports
14. OTHER
15. ADJOURN

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

RULES FOR DISCUSSION FROM THE FLOOR AND PUBLIC HEARINGS

DISCUSSION FROM THE FLOOR

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

PUBLIC HEARINGS

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

The following format will be used to conduct the hearing:

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

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council was held on March 19, 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: Public Works Director Randall; Building Official Brainard; Police Chief Ebeltoft; Parks and Recreation Director Rygwall; Administrator Buchholtz and Executive Assistant Gooden

Visitors: Paddy Jones, Ham Lake
Senator Carolyn Laine
Representative Connie Bernardy

3. Pledge of Allegiance

4. Additions or Corrections to Agenda

Administrator Buchholtz asked that Item 10 C., Staff Direction on the Property at 525 Osborne Road, be added to the agenda.

5. Discussion From The Floor

Senator Laine provided the Council with Legislative update reporting that the major focus of the session will be on tax conformity. She reported that she co-authored a bill regarding Sexual Misconduct and the bill is moving to the Senate floor. She provided a recap on the budget forecast for the remaining 16 months and provided a summary on the developments of the Minnesota Licensing and Registration System.

Representative Bernardy provided a brief summary on the legislative session and encouraged residents to contact her with any concerns or questions.

6. Consent Agenda:

Mayor Hansen reviewed the following Consent Agenda items:

- A. Approval of Minutes – March 5, 2018
- B. Disbursements
 1. General Fund Disbursement Claim No. 18-03 -- \$395,013.95
 2. Liquor Fund Disbursement Claim No. 18-04 -- \$100,303.23
- C. Statement of Fund Balance/Budget to Date – February 2018
- D. First Quarter Billing for 2019 Payable 2020 Property Tax Assessment
- E. Right of Way Application – Zayo Group LLC
- F. Contractor's Licenses

G. Correspondence

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

7. Public Works Report

Public Works Director Randall reported in the month of February, the Public Works Department continued to maintain ice rinks; continued to collect the garbage and recycling at the parks, and work on repairs to the equipment. He reported that the Department plowed and salted six times in the month of February. He reported that the Department has been working on cleanup of snow around mailboxes and near the storm drains.

Mr. Randall reported that there were two water main breaks in the month of February. He stated that he monitored the evacuation of Triangle Park pond. He stated that pond was dredged approximately five to five and half feet in the middle and the nonhazardous material was taken out and hauled away.

Mr. Randall stated that the Public Works Department attended the required AWAIR safety training in the month of February.

8. Police Report

Police Chief Ebeltoft reviewed the February 2018 department statistics.

Chief Ebeltoft reported that the Police Department responded to five hundred twenty two calls for service for the month of February 2018 compared to four hundred forty calls for service in February 2017.

Chief Ebeltoft reported that School Resource Officer Chlebeck indicated that he participated in the "School Lockdown" drill during the month of February as well as attended the County Wide School Resource Officer meeting. Officer Chlebeck presented a Constitutional Amendments presentation to the 12th grade AP Government class.

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

9. Parks and Recreation Report

Ms. Rygwall reviewed the department statistics and provided a summary of the upcoming tours with the Department. She reported that the softball season will be starting soon and registration has started. She stated that 78 people attended the Valentine sweetheart dance and the senior luncheon sponsored by the Spring Lake Park Lions was a huge success.

Ms. Rygwall reported that the Tower Days Committee will meet on March 27, 2018 at 7:30 PM. She stated that staff has been processing parade and vendor applications and looking at new ideas to be added to this year's celebration.

10. New BusinessA. Authorize to Purchase Accessories for Public Works Pickup Trucks

Public Works Director Randall reported that at the February 20, 2018 City Council meeting, the Council approved the purchase of Chevrolet Pickup Trucks for the Public Works Department. He reported that the trucks have been ordered and he is now seeking authorization to purchase the accessory items for two of the pickup trucks.

Mr. Randall stated that he is seeking approval to purchase a Boss Plow 8 foot wide, a Tommy Lift Gate, one strobe light on the top and an arrow stick, below the strobe light, for the trucks. The quoted price for installation on each truck is \$11,015.00.

Mr. Randall has reviewed the State contract vendors and decided to contract with Towmaster, as they are the lowest cost. He contacted Crysteel for a quote of the same equipment and received a quote of \$11,468.66 for each vehicle.

Mr. Randall requested that the equipment be purchased from Towmaster of Litchfield, MN in the amount of \$22,030.00. The funds will be paid from the 2018 Equipment Certificate.

MOTION MADE BY MAYOR HANSEN TO APPROVE THE PURCHASE OF ACCESSORIES FOR THE PUBLIC WORKS PICKUP TRUCKS IN THE AMOUNT OF \$22,030.00. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

B. Authorize to Purchase Accessories for Public Works One-Ton

Public Works Director Randall reported that at the February 20, 2018 City Council meeting, the Council approved the purchase of a One Ton Chevrolet pickup truck for the Public Works Department. He stated that the truck has been ordered and is now seeking authorization to purchase the accessory items.

Mr. Randall stated he is seeking approval to purchase a box, hoist, lift gate, plow and lights. The quoted price from Towmaster for installation on the truck is \$22,682.00. He requested that the equipment be purchased and noted the funds will be paid from the 2018 Equipment Certificate.

MOTION MADE BY MAYOR HANSEN TO APPROVE THE PURCHASE OF ACCESSORIES FOR THE PUBLIC WORKS ONE TON TRUCK IN THE AMOUNT OF \$22,682.00. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

C. Staff Direction on Property at 525 Osborne Road NE

Administrator Buchholtz reported that the City Council discussed at two recent workshop sessions potential interest in accepting the property at 535 Osborne Road NE in lieu of receiving the City's share of the distribution of funds from the North Suburban Hospital District. He stated that the Council asked very good questions and the consensus of the Council was that the City has an interest in the property.

Administrator Buchholtz stated staff recommends the City Council authorize the City Administrator to submit a letter of interest to the North Suburban Hospital District to accept the property in lieu of the City's share of the distributed funds. He reminded the Council that the City would have control over future development on the property.

MOTION MADE BY MAYOR HANSEN TO AUTHORIZE CITY ADMINISTRATOR TO SUBMIT LETTER OF INTEREST TO THE NORTH SUBURBAN HOSPITAL DISTRICT TO ACCEPT THE 525 OSBORNE ROAD NE PROPERTY IN LIEU OF THE CITY'S SHARE OF THE NORTH SUBURBAN HOSPITAL DISTRICT ASSETS. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

11. Engineer's Report

Engineer Gravel reported that he is working with Public Works Director Randall on the Surface Water Management Plan and have been using the storm water model to evaluate proposed conditions to see what can be done to reduce flooding in areas.

Mr. Gravel reported that he received correspondence regarding new safety concern updates to the plans at the Early Childhood Center located at 1415 81st Avenue NE. He noted that fencing has been added near the playground areas and crosswalk striping along with signage will be added to the parking lot area.

12. Attorney's Report - None

13. Reports

A. Administrator Reports

Administrator Buchholtz reported he and Engineer Gravel along with Public Works Director Randall will be meeting with staff from Emmanuel Christian Center on March 23, 2017 regarding the storm water issues that is causing flooding on Terrace Road.

14. Other - None

15. Adjourn

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

The meeting was adjourned at 7:40 PM.

Cindy Hansen, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council was held on April 2, 2018 at the Spring Lake Park Community Center, 1301 81st Avenue N.E., at 7:00 P.M.

1. Call to Order

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

2. Roll Call

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

Members Absent: None

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

Visitors: Paddy Jones, Ham Lake, MN
Robert and Dianne Griffith, Gary, South Dakota
Dan Matula, Public Storage
Jeff Weeder, Galloway and Company
Olivia Alveshire, ABC Newspaper

3. Pledge of Allegiance

4. Additions or Corrections to Agenda

Councilmember Wendling inquired on the submission of the City Council meeting minutes from the March 19, 2018 Council meeting. Administrator Buchholtz reported that the minutes will be submitted for approval at the April 16, 2018 meeting.

5. Discussion From The Floor- None

6. Consent Agenda:

Mayor Hansen reviewed the following Consent Agenda items:

- A. Approval of Temporary Liquor License for Spring Lake Park Lions Club
- B. Approval of Resolution 18-12 Denying Therapeutic Massage Individual License
- C. Sign Permit
- D. Contractor's License
- E. Correspondence

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

7. Public Hearing

A. Hearing on Proposed Reassessment for 2015 Arthur Street Improvements

Mayor Hansen opened the Public Hearing at 7:03 PM.

Administrator Buchholtz reported that the hearing is not technically a public hearing but rather an opportunity for the property owner of the Spring Lake Terrace mobile home park to address the City Council on the proposed reassessment.

Administrator Buchholtz reported that the City received appeal from GJW Group alleging that the assessment against its property exceed any special benefit it received from the 2014-2015 Street Improvement Project. He stated that mediation was not successful and the case was heard before a judge, which resulted in a 20-page ruling. He reported that after reviewing the evidence and testimony presented at trial, the Court set aside the City's original assessment of \$50,912.05, ordered the City to perform a reassessment of the special benefit to GJW Group's property in a manner consistent with the Court's opinion and Minn. Stat. 429.081 and 429.017, subd.2, and established the special benefit created by the 2014-2015 Street Improvement Project not to exceed \$43,000.

Administrator Buchholtz reported that staff is proposing a reassessment of \$43,000, consistent with the District Court ruling of special benefit for the Spring Lake Terrace property as result of the Arthur Street improvements.

Bob Griffith, GJW Group, stated that he opposes the reassessment. He stated that he does not feel that the improvements add any value to the property and either with or without the improvement; the property is of equal value.

Hearing no further discussion, Mayor Hansen closed the public hearing at 7:08 PM.

Attorney Thames stated that the judge in the trial found the appraisal submitted by GJW Group was not credible and stated that the City's submittal of an appraisal was credible and requested the City to establish a reassessment value not to exceed \$43,000.

Councilmember Goodboe-Bisschoff inquired who would be responsible for the difference of original assessed amount and the reassessed amount.

Administrator Buchholtz explained that a contingency fund was included in the project budget to help incorporate cost such as these. He explained that all special assessments are locked in at approved amounts and uncovered costs exceeding the contingency budget are levied assessed against other property owners over a period of the assessment.

Councilmember Nelson stated that he feels that the judge order is a fair and feels that if the Council were to assess less than the suggested \$43,000, it would be unfair to the other residents in the City who have paid their assessments. The consensus of the Council was that they agreed with the judge ruling.

8. Public Works Report

Public Works Director Randall reported that in the month of March, the Public Works Department continued to collect the garbage and recycling at the parks and started building the planter boxes for the

community garden. He reported that 18 planter boxes have been completed and the plan is to build 40. He stated that there was one water main break in the month of April.

Mr. Randall reported that the Department plowed and salted three times in the month of March. He reported that the Department has started patching potholes with hot mix; continued to trim boulevard trees and began cleaning out sewer and grease trap lines.

Mr. Randall stated that all the water meters have been read and 40-50 meters were unable to be read due to bad radios. He reported that the bad radios or meters have been replaced and only seven remain on the repair list.

Councilmember Nelson inquired if inspection of the grease trap lines is regulated by entity and if an annual clean out is required by the restaurant owners. Mr. Randall stated that he is not aware of any entity department or organization does not regulate it. He stated that he does not have time to inspect each trap individually. He stated that he and Mr. Brainard could research other cities to see if there is requirement or a special ordinance that has been adopted to assure the grease trap lines are cleaned annually.

Mayor Hansen and Councilmember Nelson both agreed it is a good idea to research what can be done to monitor the issue.

9. Code Enforcement Report

Building Official Brainard reported that he attended the Council meetings on March 5 and March 19; a Department Head meeting on March 6; the North Suburban Code Official meeting on March 13; and the North Suburban Building Officials meeting on March 27.

Mr. Brainard stated that in March 2018, 13 building permits were issued compared to 13 in 2017. He reported that 11 mechanical permits were issued in March, compared to nine in 2017. He reported that eight plumbing permits were issued and one fire permit was issued in March.

Mr. Brainard reported construction on the School District #16 Early Childhood Addition and Renovations at 1100 81st Avenue has recently commenced. He reported that a permit was issued to Torg Brewery, located at 8421 University Avenue NE, for the remodeling of the existing interior of the building to include a taproom, touring and sampling areas.

Mr. Brainard reported that construction continues on the Legends of Spring Lake Park. He stated that the project continues ahead of schedule. He reported that there is discussion of opening a model apartment unit on the first floor starting in mid-summer for potential customers to view and better visualize the finished project.

Mr. Brainard stated that he posted the position of a part time Code Enforcement Inspector with a closing date of April 16, 2018 and has received seven applications. He reported that he hopes to have the position start on May 8, 2018 and continue through 2018.

Mr. Brainard reported that the March 2018 vacancy listing shows that there are 16 vacant/foreclosed residential properties currently posted and/or soon posted by the Code Enforcement Department, which is the same from last month. There are two vacant/foreclosed commercial property, which is remains the same from last month; and five residential properties currently occupied and ready for Sheriff Sale redemption, which is the same as last month. He reported that he posted one abandoned and/or vacant property notice in month of March.

Mr. Brainard provided the Council a public information handout on Disaster Response. He stated that the handout is intended to inform all Spring Lake Park property homeowners of what their Building Inspection Department would do at the time of disaster to help make damaged homes and businesses functional again.

10. Ordinances and/or Resolutions

A. Resolution 18-10 Conditionally Granting Site Plan Approval for Construction of a New Indoor Climate Controlled Storage Facility at 7807 Highway 65 NE

Administrator Buchholtz reported that the City received a request from Public Storage at 7807 Highway 65 NE to complete renovations to modernize the facility. He stated that Public Storage has been operating since the 1980's, with an expansion in 2000. He reported that the proposed renovations will create a new indoor-climate controlled storage facility.

Administrator Buchholtz reported that in the spring of 2000, Public Storage submitted a special use permit application to construct a mini storage facility. He stated that after review by staff and the Planning Commission, the application was approved by the City Council. He reported that concerns were raised in the initial application including stormwater runoff, ponding, flood damage, and emergency water outlets. He stated that the special use permit was approved with conditions.

Administrator Buchholtz stated that questions were addressed to Public Storage regarding the stormwater issues and noted that there has been no significant pond maintenance since 2000. He stated that an added condition would be that the pond be restored back to its original contour, which would add to its capacity.

Administrator Buchholtz reported that the submitted plans have met the requirements with a formal plat and all easements have been marked. He stated that several permits will be required and comments are still pending from the Rice Creek Watershed District. He reviewed the staff comments and noted that several conditions have been added to the proposed resolution.

Engineer Gravel reported that the stormwater comments are still in the review process and he will not provide additional comments until he has reviewed the Rice Creek Watershed comments. He stated that the proposed improved conditions will help with the drainage of the stormwater and is confident that the new pond will be constructed correctly.

Mr. Gravel stated that Central Rental has concerns with the flooding of their property with stormwater. He stated that since Central Rental sits lower than the storage facility and is subject to flooding, he feels that the stormwater management plan will help solve some of the flooding issues.

Jeff Weeder, Public Storage, stated that the new building will allow customers to load and unload inside the building rather than outside of the building and on the sidewalks. He stated that the new building will be three floors with two elevators for the ease of moving items. He stated that he is confident that the conditions proposed for the project can be met

Mr. Weeder explained that the concept of an underground detention pond. He explained that the stormwater would be held underground and releases overtime, he stated that since the stormwater is stored underground it allow the option to have a paved surface above for RV storage parking. Mr. Gravel noted that this concept is being used in the Legends of Spring Lake Park project and was proposed for the 525 Osborne Road project.

Councilmember Nelson stated that he likes the concept of the proposed project and is in favor of the underground stormwater storage. He reported that he likes how the plans look and feels it will be a welcomed addition.

MOTION MADE BY COUNCILMEMBER NELSON TO APPROVE RESOLUTION 18-10 CONDITIONALLY GRANTING SITE PLAN APPROVAL FOR CONSTRUCTION OF A NEW INDOOR CLIMATE CONTROLLED STORAGE FACILITY AT 7807 HIGHWAY 65 NE WITH THE FOLLOWING CONDITIONS: 1) THE APPLICANT WILL SUBMIT A FORMAL PLAT FOR THE PROPERTY AS PART OF THE DEVELOPMENT APPROVAL PROCESS; THE PLAT SHALL INCLUDE ALL EXISTING EASEMENTS AS WELL AS NEW DRAINAGE AND UTILITY EASEMENTS OVER THE ONSITE STORM WATER PONDING AREA AND WATER MAIN; 2) THE APPLICANT WILL WORK WITH THE FIRE CHIEF TO DETERMINE THE LOCATION OF FIRE HYDRANTS ON THE SITE, THE LOCATION OF OVERHEAD POWER LINES ON THE SITE AND THE WIDTH OF THE DRIVEWAY ACCESS AND GATE AREA; 3) THE APPLICANT WILL WORK WITH THE POLICE CHIEF TO PROVIDE ADEQUATE EMERGENCY SERVICES TO THE FACILITY, DEVELOP A SECURITY VIDEO SYSTEM AND PROVIDE AMPLE EXTERIOR AND INTERIOR LIGHTING; 4) THE APPLICANT SHALL PROVIDE AN ACCESS KEY OR ACCESS CODE FOR THE PUBLIC WORKS DIRECTOR TO HAVE ACCESS TO THE SITE; 5) THE APPLICANT WILL UPDATE THE GRADING PLAN WITH A NOTE ADVISING THE CONTRACTOR OF THE LOCATION OF THE EXISTING IN-PLACE SANITARY SEWER AND CALLING FOR PROTECTING THE IN-PLACE PIPING AND STRUCTURES; 6) THE APPLICANT WILL OPERATE AND MAINTAIN THE STORM WATER POND AS PRIVATE PROPERTY; 7) THE APPLICANT WILL OBTAIN ALL NECESSARY PERMITS FROM THE MINNESOTA DEPARTMENT OF HEALTH, THE MINNESOTA POLLUTION CONTROL AGENCY, AND THE RICE CREEK WATERSHED DISTRICT; 8) FINAL SITE CONSTRUCTION PLANS SHALL BE APPROVED BY THE CITY ENGINEER AND THE PUBLIC WORKS DIRECTOR; 9) THE APPLICANT WILL ADHERE TO ALL CITY CODES AND ORDINANCES, AS WELL AS THE COMMENTS IDENTIFIED IN THE STANTEC STAFF MEMORANDUM DATED MARCH 13, 2018. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

B. Resolution 18-11 Adopting Reassessment for Spring Lake Park Terrace Property for the 2014-2015 Street Improvement Project

Administrator Buchholtz reported after holding the public hearing earlier in the meeting, staff is proposing a reassessment of \$43,000, consistent with the District Court ruling of special benefit for the Spring Lake Terrace property as a result of the Arthur Street improvements.

Administrator Buchholtz stated that payments have been made towards the original principal amount and will be applied towards the reassessed amount. He noted that the amount due is \$32,188.25. He stated that the remaining amount will be submitted to the County for the 2019 taxes since the deadline for the 2018 property taxes has already passed.

MOTION MADE BY COUNCILMEMBER NELSON TO APPROVE RESOLUTION 18-11 ADOPTING REASSESSMENT OF SPRING LAKE TERRACE PROPERTY FOR THE 2014-2015 STREET IMPROVEMENT PROJECT. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

11. Engineer's Report

Engineer Gravel reported that he is preparing construction plans for the the 2018 Sanitary Sewer Lining Project and will solicit bids late this spring. He offered his praise to the Public Works Department for their dedication

and timeliness when a water main break occurs. He stated that the Department is good about staying on top of current situations to assure a quick response in fixing the break.

12. Attorney's Report

Attorney Thames reported that he has been working on a new cellular tower lease. He stated the lease is moving forward and will be ready for the Council to review at a future meeting.

13. Reports

A. Beyond the Yellow Ribbon Report

Councilmember Nelson reported that 41 meals were served at the March pork chop dinner. He reported that a car show will be taking place on May 19, 2018 from 11:00 AM – 3:00 PM at Lakeside Park. He stated that there will activities throughout the day.

Councilmember Nelson thanked Councilmember Wendling for the donation of embroidered aprons for the Beyond the Yellow Ribbon kitchen staff. He stated that hats will be available for purchase in the future. He noted that former Councilmember Nash created the logo that is being used on the hats and aprons.

14. Other

Mayor Hansen congratulated ABC Newspaper reporter Olivia Alveshere on the announcement of her baby girl arriving this summer.

A. Administrator Reports

Administrator Buchholtz reported that the Comprehensive Open House will be held on Tuesday, April 24, 2018 from 6:00 -8:00 PM. He stated that there will be brief presentation and encouraged residents to take the survey that has been created for residents to submit their comments on future development or improvements for the City. The meeting will take place the same evening as the Tower Days Committee meeting.

Administrator Buchholtz reported that Torg Brewery has submitted a site plan review for an addition to a deck in the front of their building. He stated that the plans will be forwarded to the Council at the April 16, 2018 meeting.

Administrator Buchholtz reported that a letter with the City's intent regarding the 525 Osborne Road property was sent to the North Suburban Hospital District and the letter will be forwarded to their Board members.

Administrator Buchholtz noted that he and Executive Gooden attended the MCFOA Annual Conference on March 20 – 23, 2018.

15. Adjourn

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

The meeting was adjourned at 8:04 P.M.

Cindy Hansen, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

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

Date: March 2018
Page: 1
Claim Res.#18-05

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
64053	ACTIVE NETWORK, LLC	SERVICE	2,850.00
64054	AIR CENTRAL INC.	SERVICE	3,500.00
64055	BRAD POVLITZKI	LIQUOR LICENSE/ESCROW REFUND	7,325.99
64056	BUNKER BEACH WATER PARK	RECREATION OUTING	100.00
64057	CARGILL, INC	DEICER SALT	3,575.78
64058	CHARLESTON 101 LLC TOUR SVCS	RECREATION EXTENDED TOUR	168.00
64059	CITY OF CHARLESTON	RECREATION EXTENDED TOUR	14.00
64060	CLASSIC SOUTH EAST TOURS	RECREATION EXTENDED TOUR	266.00
64061	COMPUTER INTERGRATION TECH	MANAGED SERVICES	2,000.00
64062	CORE & MAIN LP	510R WU NONPIT MXU	11,340.00
64063	CURTIS CPR INSTRUCTION	RECREATION INSTRUCTOR	319.00
64064	KAITLYN RYGWALL-DICKEY	RECREATION INSTRUCTOR	50.00
64065	ECM PUBLISHERS, INC.	PUBLISHING	86.00
64066	FASTENAL COMPANY	BATTERIES	45.75
64067	INNOVATIVE OFFICE SOLUTIONS LLC	SUPPLIES	198.46
64068	MICHAEL LEDMAN	RECREATION INSTRUCTOR	678.00
64069	LITIN PAPER, PKG & CONVERTING	SUPPLIES	508.63
64070	MILL CITY SIGN	RECREATION SIGN RENTAL	150.00
64071	MN RECREATION & PARK ASSOC	SEASONAL JOB POSTING	25.00
64072	NORTHERN	WEDGE KIT	79.99
64073	RILEY BUS SERVICE INC	BUS SERVICES	10,554.00
64074	VALLEY-RICH CO., INC.	EQUIPMENT/MATERIALS	3,519.65
64075	AFLAC	PAYROLL	22.17
64076	CENTRAL PENSION FUND	PAYROLL	520.08
64077	DEARBORN NATIONAL	PAYROLL	450.21
64078	DELTA DENTAL	PAYROLL	1,222.96
64079	FIDELITY SECURITY LIFE	PAYROLL	31.35
64080	HEALTH PARTNERS	PAYROLL	11,944.84
64081	L.E.L.S.	PAYROLL	245.00
64082	LOCAL 49	PAYROLL	103.50
64083	NCPERS MINNESOTA-7750811	PAYROLL	72.00

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

Date: March 2018
Page: 2
Claim Res.#18-05

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
64084	DEPUTY REGISTRAR #150	FORFETURE VEHICLES	224.75
64085	AMERICAN MESSAGING	MONTHLY SERVICES	3.60
64086	ASPEN MILLS	UNIFORM ALLOWANCE	141.20
64087	AT & T MOBILITY	MONTHLY SERVICES	1,018.77
64089	BLUE TOW SERVICE	AUTO SERVICES	131.00
64090	RANDY BROWN	UNIFORM ALLOWANCE	60.00
64091	CATHERINE SWORSKY	RECREATION REFUND	20.00
64092	CENTERPOINT ENERGY	MONTHLY UTILITIES	5,118.16
64093	CINTAS	MATS	81.88
64094	CITYWIDE BLAINE LOCK & SAFE	KEYS: RESERVE TRUCK	85.50
64095	CONNEXUS ENERGY	MONTHLY UTILITIES	9.61
64096	COON RAPIDS CHRYSLER	AUTO SERVICES	55.00
64097	ESTHER IDOWN	RECREATION REFUND	75.00
64098	HAUGO GEO TECHNICAL SERVICES	ENVIROMENTAL TESTING	1,746.00
64099	INNOVATIVE OFFICE SOLUTIONS LLC	SUPPLIES	46.81
64100	J.P. COOKE CO.	SUPPLIES	87.60
64101	JAMES NESLON	RECREATION REFUND	110.00
64102	KIRI SOLBERG	RECREATION REFUND	110.00
64103	LEAGUE OF MINNESOTA CITIES	DIRECTORY OF MN CITY OFFICALS	61.20
64104	MANSFIELD OIL COMPANY	FUEL	2,618.23
64105	METROPOLITAN COUNCIL	WASTE WATER SERVICES	92,426.14
64106	CITY OF MINNEAPOLIS	APS TRANSACTIONS	186.30
64107	MINNESOTA DEPT OF HEALTH	1ST QTR WATER CONNECTION FEE	3,485.00
64108	MINNESOTA GFOA	MEMBERSHIP RENEWAL	50.00
64109	NYSTROM PUBLISHING CO	NEWS IN THE PARK	2,206.89
64110	ON SITE SANITATION INC	TOWER DAYS RESTROOMS	600.00
64111	PERFECT 10 CAR WASH	AUTO SERVICES	59.93
64112	PLAISTED COMPANIES, INC	100 TON CONBIT	1,792.29
64113	RENEE JAROSCAK	RECREATION REFUND	22.00
64114	RICHFIELD BUS CO	BUS SERVICES	546.63
64115	SHRED-IT USA	SHREDDING SERVICES	89.66

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

Date: March 2018
Page: 3
Claim Res.#18-05

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
64116	SLP FIRE DEPARTMENT	FIRE PROTECTION	18,834.00
64117	SPRING LAKE PARK SCHOOL DISTRICT	RECREATION RESERVATION	30.00
64118	TASER INTERNATIONAL	DATA SERVICES	13,068.00
64119	THE HOME DEPOT CREDIT SERVICES	MONTHLY CREDIT CARD	121.21
64120	TWIN CITIES BMEU WEST	POSTAGE	800.00
64121	VISU-SEWER INC	ENGINEERING FEES	23,848.75
64122	VOIGT'S BUS COMPANIES	BUS SERVICES	761.68
64123	WARGO NATURE CENTER	RECREATION INSTRUCTOR	50.00
64124	WASTE MANAGEMENT OF WI-MN	MONTHLY SERVICES	7,146.74
64125	PIONEER CYCLE	BIKE PATROL EQUIPMENT	30.00
64127	AFLAC	PAYROLL	22.17
64128	CENTRAL PENSION FUND	PAYROLL	520.08
64129	DEARBORN NATIONAL	PAYROLL	450.21
64130	DELTA DENTAL	PAYROLL	1,538.64
64131	FIDELITY SECURITY LIFE	PAYROLL	31.35
64132	HEALTH PARTNERS	PAYROLL	11,944.84
64133	L.E.L.S.	PAYROLL	245.00
64134	LOCAL 49	PAYROLL	103.50
64135	NCPERS MINNESOTA-7750811	PAYROLL	72.00
64136	LEE'S HEATING & AIR	SERVICE	7,000.00
64137	AMANDA WITHERS	RECREATION REFUND	30.00
64138	ANDREW SCHLENKER	RECREATION REFUND	160.00
64139	ANOKA COUNTY TREASURY	JLEC 2018 SHARED COSTS	11,806.00
64140	BATTERIES PLUS BULBS	BATTERIES	171.30
64141	BEACH COVE RESORT	RECREATION EXTENDED TOUR	6,486.40
64143	CATHERINE WOLFGANG	RECREATION REFUND	220.00
64144	CINTAS	MATS	163.76
64145	CLAUDE WORRELL	RECREATION REFUND	200.00
64146	COMCAST	MONTHLY SERVICES	105.92
64147	COMM-WORKS, LLC	PARK CAMERAS	125.00
64148	COORDINATED BUSINESS SYSTEMS	MAINTENANCE AGREEMENT	860.96

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

Date: March 2018
Page: 4
Claim Res.#18-05

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
64149	CORE & MAIN LP	510 R WU NONPIT/OMNI 1-1/2	4,376.30
64150	COTTENS INC	AUTO PARTS	49.47
64152	DAVIS & STANTON	UNIFORM ALLOWANCE	203.00
64153	DODGE OF BURNSVILLE	AUTO SERVICES	794.06
64154	DOUG OHMAN	RECREATION INSTRUCTOR	250.00
64155	FLEXIBLE PIPE TOOL COMPANY	LEADER HOSE	520.00
64156	CITY OF FRIDLEY	RECREATION OUTINGS	1,512.77
64157	GOODIN COMPANY	PARTS	116.41
64158	GREEN LIGHTS RECYCLING INC	RECYCLING EVENT	2,168.50
64159	HAMPTON INN SUITES	RECREATION EXTENDED TOUR	4,345.40
64160	HAUGO GEO TECHNICAL SERVICES	ENVIROMENTAL TESTING	1,746.00
64161	HOLIDAY INN EXPRESS LOVES PARK	RECREATION EXTENDED TOUR	2,403.00
64162	INSTRUMENTAL RESEARCH INC	WATER TESTING	72.00
64163	JOSEPH FRISSORA	OVERPAYMENT FINAL WATER BILL	47.91
64164	KEITH WILKINSON	RECREATION EXTENDED TOUR	130.00
64165	LEAGUE OF MN CITIES INS TRUST	DEDUCTIBLE BILLING	1,300.24
64166	MANSFIELD OIL COMPANY	FUEL	2,255.49
64167	JILL MASON	RECREATION INSTRUCTOR	215.00
64168	MENARDS-CAPITAL ONE COMMERICAL	MONTHLY CREDIT CARD	13.98
64169	METROPOLITAN COUNCIL	STRENGTH CHARGE	81.62
64170	MINNESOTA SAFETY COUNCIL	RECREATION INSTRUCTOR	540.00
64171	MN CHIEFTS OF POLICE	PERMITS TO AQUIRE HANDGUNS	31.90
64172	OFFICE OF MN.IT SERVICES	MONTHLY FIBER OPTICS	46.40
64173	OPG-3, INC.	MAINTENANCE AGREEMENT	2,114.00
64174	SHRED-IT USA	SHREDDING SERVICES	89.66
64175	SUBURBAN RATE AUTHORITY	1ST HALF MEMBERSHIP ASSESSMENT	443.00
64176	TRI STATE BOBCAT INC	PARTS	122.11
64177	TRUST IN US, LLC	DRUG TESTING	80.00
64179	ZEP SALES AND SERVICE	ZEP CHERRY BONB INTRO PROMO	106.99
TOTAL DISBURSEMENTS			308,358.23

WHEREAS,

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

WHEREAS,

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

are proper.

NOW, THEREFORE BE IT RESOLVED:

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

Signed: _____
Mayor

Councilmembers:

ATTEST:

Daniel Buchholtz, Admin/Clerk-Treasurer

CITY OF SPRING LAKE PARK
 CLAIMS APPROVED AND PAID

DATE: MARCH 2018
 PAGE 1 OF 2
 CLAIMS RES: 18-06

FUND: LIQUOR OPERATIONS

<u>VOUCHER VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
30517 DEARBORN NATIONAL	PAYROLL 2/18/18-3/3/18	\$ 46.25
30518 DELTA DENTAL	PAYROLL 2/18/18-3/3/18	\$ 130.86
30519 FIDELITY SECURITY LIFE	PAYROLL 2/18/18-3/3/18	\$ 3.29
30520 HEALTH PARTNERS	PAYROLL 2/18/18-3/3/18	\$ 587.62
30521 MN TEAMSTER	PAYROLL 2/11/18-2/24/18	\$ 44.00
30522 CENTER POINT ENERGY	GAS SERVICE	\$ 243.97
30523 CITY OF SPRING LAKE PARK	REIMBURSEMENT	\$ 21,961.49
30524 US BANK	CASH FOR ATM REFILL	\$ 5,000.00
30525 BERNICK'S WINE	BEER PURCHASE	\$ 177.65
30526 BREAKTHRU BEVERAGE MN	BEER PURCHASE	\$ 2,611.80
30527 CAPITOL BEVERAGE SALES	CREDIT - BEER PURCHASE	\$ 2,824.97
30528 CINTAS	CLEANING SUPPLIES	\$ 70.14
30529 DAHLHEIMER BEVERAGE LLC	BEER PURCHASE	\$ 304.15
30530 JJ TAYLOR COMPANIES	BEER PURCHASE	\$ 3,941.00
30531 PLAYNETWORK	MEDIA SERVICES	\$ 32.01
30532 POPP.COM	TELEPHONE SERVICES	\$ 197.10
30533 SAASTAMOINEN, LAURA	MILEAGE REIMBURSEMENT	\$ 51.78
30534 SILENT WATCHDOG	DVR RENTAL	\$ 120.00
30535 DEARBORN NATIONAL	PAYROLL 3/4/18-3/17/18	\$ 46.25
30536 DELTA DENTAL	PAYROLL 3/4/18-3/17/18	\$ 130.86
30537 FIDELITY SECURITY LIFE	PAYROLL 3/4/18-3/17/18	\$ 3.29
30538 HEALTH PARTNERS	PAYROLL 3/4/18-3/17/18	\$ 587.62
30539 MN TEAMSTER	PAYROLL 2/25/18-3/10/18	\$ 44.00
30540 HY-VEE INC	APRIL LEASE PAYMENT	\$ 1,750.00
30541 JJ TAYLOR COMPANIES	BEER PURCHASE	\$ 1,666.29
30542 XCEL ENERGY	ELECTRICITY	\$ 1,649.61
E-CHECKS		\$ 10,230.34
TRANSFER TO PAYROLL	PAYROLL (3/02/18)	7,909.89
TRANSFER TO PAYROLL	PAYROLL (3/16/18)	8,670.42
TRANSFER TO PAYROLL	PAYROLL (3/30/18)	8,864.16
	SALES TAX (Feb.)	10,705.00
	TOTAL DISBURSEMENTS	\$ 90,605.81

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

Signed: _____
Mayor

Councilmembers:

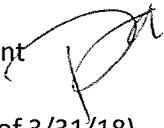
ATTEST:

Daniel Buchholtz, Administrator/Clerk-Treasurer

MEMORANDUM

DATE: Tuesday, April 10, 2018

TO: Mayor, City Council and Department Heads

FROM: Peggy Anderson, Accountant 

RE: Budget to Date (as of 3/31/18)

Attached is the March, 2018 Budget to Date for revenue and expenditures. A strict adherence to the year-to-date ratio would have each expenditure line item with **75.00% remaining**. The overall General Fund ratio is **74.24%**.

CITY OF SPRING LAKE PARK
Statement of Revenue and Expenditures

Revised Budget
 For GENERAL FUND (101)
 For the Fiscal Period 2018-3 Ending March 31, 2018

Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues						
Revenues						
101.00000.31010	CURRENT TAXES	\$ 0.00	\$ 0.00	\$ 2,999,913.00	\$ 0.00	100.00%
101.00000.31020	DELINQ TAXES	0.00	1,923.22	0.00	1,923.22	0.00%
101.00000.32110	LIQUOR LICENSES	0.00	100.00	29,800.00	(64.88)	100.22%
101.00000.32179	PAWN SHOP LICENSES	0.00	0.00	6,352.00	1,042.00	83.60%
101.00000.32180	CIGARETTE,DANCE,BINGO,MIS	0.00	0.00	6,000.00	300.00	95.00%
101.00000.32181	SIGN PERMITS	0.00	0.00	5,000.00	3,500.00	30.00%
101.00000.32208	CONTRACTORS LICENSES	0.00	2,990.00	7,500.00	3,925.00	47.67%
101.00000.32210	BUILDING PERMIT	0.00	33,558.44	78,000.00	66,481.47	14.77%
101.00000.32211	BUILDING PERMIT SURCHARG	0.00	1,618.66	3,000.00	3,235.55	(7.85)%
101.00000.32215	DEMOLITION PERMIT	0.00	200.00	0.00	200.00	0.00%
101.00000.32230	PLUMBING PERMIT	0.00	548.00	4,300.00	948.00	77.95%
101.00000.32231	PLUMBING PERMIT SURCHAR	0.00	8.00	300.00	16.00	94.67%
101.00000.32232	HEATING & A/C PERMITS	0.00	12,250.00	8,780.00	13,501.14	(53.77)%
101.00000.32233	HTG & A/C SURCHARGES	0.00	305.00	400.00	330.25	17.44%
101.00000.32240	PET LICENSE	0.00	16.00	400.00	48.00	88.00%
101.00000.32260	CERTIFICATE OF OCCUPANCY	0.00	400.00	3,000.00	700.00	76.67%
101.00000.32261	VACANT PROPERTY REGISTR	0.00	400.00	5,200.00	1,200.00	76.92%
101.00000.33401	LOCAL GOVERNMENT AID	0.00	0.00	393,159.00	0.00	100.00%
101.00000.33404	PERA INCREASE AID	0.00	0.00	5,775.00	0.00	100.00%
101.00000.33416	POLICE TRAINING REIMB	0.00	0.00	3,200.00	0.00	100.00%
101.00000.33421	INSURANCE PREMIUM-POLICE	0.00	0.00	90,000.00	0.00	100.00%
101.00000.34102	ZONING LETTERS	0.00	100.00	0.00	300.00	0.00%
101.00000.34103	SPEC USE,ZONING,SUB-DIV	0.00	1,300.00	3,200.00	1,345.00	57.97%
101.00000.34104	PLAN REVIEW FEES	0.00	20,413.85	20,000.00	40,192.90	(100.96)%
101.00000.34105	SALE OF MAPS,COPIES ETC	0.00	30.00	300.00	134.50	55.17%
101.00000.34107	ASSESSMENT SEARCHES	0.00	0.00	100.00	0.00	100.00%
101.00000.34108	ADMINISTRATION SAC CHARG	0.00	0.00	70.00	0.00	100.00%
101.00000.34109	FILING FEES	0.00	0.00	60.00	0.00	100.00%
101.00000.34111	ADM. GAMBLING EXPENSES	0.00	0.00	34,033.00	0.00	100.00%
101.00000.34115	GUN RANGE FACILITY USE	0.00	0.00	375.00	180.00	52.00%
101.00000.34117	ROOM-FACILITY RENTAL	0.00	775.00	50.00	850.00	(1600.00)%
101.00000.34201	POLICE & FIRE ALARM PERMIT	0.00	0.00	1,250.00	0.00	100.00%
101.00000.34204	RENTAL HOUSING REGISTRATI	0.00	1,745.82	52,770.00	15,484.64	70.66%
101.00000.34205	RIGHT OF WAY APPLICATIONS	0.00	1,046.20	1,500.00	1,046.20	30.25%
101.00000.34801	INSURANCE DIVIDENDS	0.00	0.00	10,000.00	0.00	100.00%
101.00000.34950	REFUNDS & REIMB	0.00	120.00	4,000.00	119.00	97.03%
101.00000.35101	COURT FINES	0.00	3,763.96	65,000.00	6,656.03	89.76%
101.00000.35102	ADM OFFENSE FINES	0.00	650.00	3,500.00	1,280.00	63.43%
101.00000.35349	MN DRIVING DIVERSION PROG	0.00	200.00	500.00	300.00	40.00%
101.00000.35350	DETOX TRANSPORTATION	0.00	0.00	200.00	0.00	100.00%
101.00000.36210	INTEREST EARNINGS	0.00	120.35	20,000.00	684.23	96.58%
101.00000.36901	LIAISON OFFICER	0.00	0.00	77,406.00	0.00	100.00%
101.00000.39100	CPWL REIM FOR SERVICES	0.00	0.00	4,000.00	0.00	100.00%
101.00000.39202	TRANSFER FROM PUBLIC UTILI	0.00	0.00	47,740.00	0.00	100.00%
101.00000.39203	CONTRIBUTION FROM LIQUOR	0.00	0.00	75,000.00	0.00	100.00%
101.00000.39206	TRANSFER FROM RECYCLING	0.00	0.00	2,500.00	0.00	100.00%

CITY OF SPRING LAKE PARK
Statement of Revenue and Expenditures

Revised Budget
 For GENERAL FUND (101)
 For the Fiscal Period 2018-3 Ending March 31, 2018

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
101.00000.39207 TRANSFER FROM RECREATIO	0.00	0.00	60,000.00	0.00	100.00%
Total Revenues	0.00	84,582.50	4,133,633.00	165,858.25	95.99%
Total GENERAL FUND Revenues	\$ 0.00	\$ 84,582.50	\$ 4,133,633.00	\$ 165,858.25	95.99%

Expenditures

MAYOR AND COUNCIL Expenditures

101.41110.01030 PART TIME EMPLOYEES	\$ 0.00	\$ 2,607.88	\$ 31,296.00	\$ 7,823.64	75.00%
101.41110.01211 DEFINED CONTR PLAN/PERA	0.00	105.57	1,685.00	316.71	81.20%
101.41110.01220 FICA/MC CONTRIBUTIONS-EMP	0.00	199.50	2,395.00	598.50	75.01%
101.41110.01510 WORKERS COMPENSATION	0.00	0.00	50.00	59.00	(18.00%)
101.41110.02100 OPERATING SUPPLIES	0.00	0.00	511.00	0.00	100.00%
101.41110.03310 TRAVEL EXPENSE	0.00	0.00	320.00	0.00	100.00%
101.41110.03500 PRINTING & PUBLISHING	0.00	166.63	1,800.00	166.63	90.74%
101.41110.04300 CONFERENCE & SCHOOLS	0.00	(225.00)	2,805.00	2,899.25	(3.36%)
101.41110.04330 DUES & SUBSCRIPTIONS	0.00	0.00	12,757.00	2,869.00	77.51%
101.41110.04955 DISCRETIONARY	0.00	0.00	3,800.00	88.39	97.67%
Total MAYOR AND COUNCIL Expenditures	0.00	2,854.58	57,419.00	14,821.12	74.19%

ADMINISTRATION Expenditures

101.41400.01010 FULL TIME EMPLOYEES	0.00	35,784.33	298,395.00	83,225.38	72.11%
101.41400.01050 VACATION BUY BACK	0.00	0.00	6,000.00	0.00	100.00%
101.41400.01210 PERA CONTRIBUTIONS-EMPLO	0.00	2,673.39	22,380.00	6,217.57	72.22%
101.41400.01220 FICA/MC CONTRIBUTIONS-EMP	0.00	2,687.60	23,286.00	6,233.94	73.23%
101.41400.01300 HEALTH INSURANCE	0.00	4,234.22	48,520.00	12,704.10	73.82%
101.41400.01313 PRUDENTIAL LIFE INSURANCE	0.00	19.02	230.00	72.06	68.67%
101.41400.01510 WORKERS COMPENSATION	0.00	0.00	2,500.00	1,294.86	48.21%
101.41400.02000 OFFICE SUPPLIES	0.00	245.27	3,848.00	766.13	80.09%
101.41400.02030 PRINTED FORMS	0.00	0.00	1,794.00	106.67	94.05%
101.41400.02100 OPERATING SUPPLIES	0.00	87.60	625.00	87.60	85.98%
101.41400.02220 POSTAGE	0.00	168.20	3,445.00	664.90	80.70%
101.41400.03210 TELEPHONE	0.00	52.78	750.00	244.81	67.36%
101.41400.03310 TRAVEL EXPENSE	0.00	346.14	3,300.00	818.36	75.20%
101.41400.03500 PRINTING & PUBLISHING	0.00	0.00	460.00	0.00	100.00%
101.41400.03550 COUNTY FEES FOR SERVICE	0.00	0.00	2,500.00	0.00	100.00%
101.41400.04050 MAINTENANCE AGREEMENTS	0.00	2,114.00	7,192.00	2,922.66	59.36%
101.41400.04300 CONFERENCE & SCHOOLS	0.00	370.99	6,425.00	1,724.94	73.15%
101.41400.04330 DUES & SUBSCRIPTIONS	0.00	111.20	780.00	136.20	82.54%
101.41400.04390 US BANK CC REBATE-MISCELL	0.00	(746.07)	0.00	(746.07)	0.00%
101.41400.04500 CONTRACTUAL SERVICES	0.00	89.66	4,245.00	629.09	85.18%
Total ADMINISTRATION Expenditures	0.00	48,238.33	436,675.00	117,103.20	73.18%

ASSESSOR Expenditures

101.41500.04000 CONTRACTUAL SERVICE	0.00	0.00	35,500.00	0.00	100.00%
Total ASSESSOR Expenditures	0.00	0.00	35,500.00	0.00	100.00%

AUDIT & ACCTG SERVICES Expenditures

101.41540.03010 AUDIT & ACCTG SERVICES	0.00	0.00	9,847.00	0.00	100.00%
--	------	------	----------	------	---------

CITY OF SPRING LAKE PARK
Statement of Revenue and Expenditures

Revised Budget
For GENERAL FUND (101)
For the Fiscal Period 2018-3 Ending March 31, 2018

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Total AUDIT & ACCTG SERVICES Expenditures	0.00	0.00	9,847.00	0.00	100.00%
I.T. SERVICES Expenditures					
101.41600.04000 I.T. SERVICES	0.00	2,205.91	28,580.00	7,067.72	75.27%
Total I.T. SERVICES Expenditures	0.00	2,205.91	28,580.00	7,067.72	75.27%
LEGAL FEES Expenditures					
101.41610.03040 LEGAL FEES	0.00	9,171.92	120,000.00	19,940.85	83.38%
Total LEGAL FEES Expenditures	0.00	9,171.92	120,000.00	19,940.85	83.38%
ENGINEERING FEES Expenditures					
101.41710.03030 ENGINEERING FEES	0.00	0.00	9,000.00	1,466.50	83.71%
Total ENGINEERING FEES Expenditures	0.00	0.00	9,000.00	1,466.50	83.71%
PLANNING & ZONING Expenditures					
101.41720.02100 OPERATING SUPPLIES	0.00	17.99	117.00	17.99	84.62%
101.41720.02220 POSTAGE	0.00	0.00	175.00	0.00	100.00%
101.41720.03500 PRINTING & PUBLISHING	0.00	32.25	800.00	32.25	95.97%
101.41720.04000 PLANNER FEES	0.00	0.00	500.00	155.00	69.00%
Total PLANNING & ZONING Expenditures	0.00	50.24	1,592.00	205.24	87.11%
GOVERNMENT BUILDING Expenditures					
101.41940.01010 FULL TIME EMPLOYEES	0.00	1,755.60	14,462.00	4,079.18	71.79%
101.41940.01013 OVERTIME	0.00	131.66	0.00	390.70	0.00%
101.41940.01020 ON CALL SALARIES	0.00	62.17	0.00	62.17	0.00%
101.41940.01050 VACATION BUY BACK	0.00	0.00	350.00	0.00	100.00%
101.41940.01210 PERA CONTRIBUTIONS-EMPLO	0.00	146.20	1,085.00	339.89	68.67%
101.41940.01220 FICA/MC CONTRIBUTIONS-EMP	0.00	144.83	1,133.00	346.18	69.45%
101.41940.01300 HEALTH INSURANCE	0.00	195.68	2,185.00	587.04	73.13%
101.41940.01313 PRUDENTIAL LIFE INSURANCE	0.00	1.06	13.00	3.14	75.85%
101.41940.01510 WORKERS COMPENSATION	0.00	0.00	500.00	557.00	(11.40%)
101.41940.02100 OPERATING SUPPLIES	0.00	352.63	8,000.00	3,046.45	61.92%
101.41940.02200 REPAIR & MAINTENANCE	0.00	1,191.94	7,200.00	1,743.37	75.79%
101.41940.02280 UNIFORMS,SAFETY SHOES	0.00	0.00	750.00	125.00	83.33%
101.41940.03210 TELEPHONE	0.00	450.43	8,345.00	1,350.92	83.81%
101.41940.03810 ELECTRIC UTILITIES	0.00	1,811.23	23,000.00	4,097.85	82.18%
101.41940.03830 GAS UTILITIES	0.00	3,614.29	18,000.00	8,334.83	53.70%
101.41940.03841 RUBBISH REMOVAL	0.00	0.00	4,200.00	514.76	87.74%
101.41940.04000 CONTRACTUAL SERVICE	0.00	324.54	4,715.00	1,703.62	63.87%
101.41940.07000 PERMANENT TRANSFERS OUT	0.00	0.00	9,394.00	0.00	100.00%
Total GOVERNMENT BUILDING Expenditures	0.00	10,182.26	103,332.00	27,282.10	73.60%
POLICE PROTECTION Expenditures					
101.42100.01010 FULL TIME EMPLOYEES	0.00	125,341.02	1,037,545.00	290,734.97	71.98%
101.42100.01013 OVERTIME	0.00	2,476.05	97,000.00	4,585.38	95.27%
101.42100.01050 VACATION BUY BACK	0.00	0.00	6,700.00	0.00	100.00%
101.42100.01210 PERA CONTRIBUTIONS-EMPLO	0.00	19,004.44	160,290.00	43,799.50	72.67%
101.42100.01220 FICA/MC CONTRIBUTIONS-EMP	0.00	2,992.25	27,531.00	6,919.66	74.87%
101.42100.01300 HEALTH INSURANCE	0.00	13,514.72	151,865.00	41,016.96	72.99%

CITY OF SPRING LAKE PARK
Statement of Revenue and Expenditures

Revised Budget
For GENERAL FUND (101)
For the Fiscal Period 2018-3 Ending March 31, 2018

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
101.42100.01313 PRUDENTIAL LIFE INSURANCE	0.00	61.08	675.00	183.24	72.85%
101.42100.01510 WORKERS COMPENSATION	0.00	1,300.24	29,000.00	34,773.12	(19.91%)
101.42100.02000 OFFICE SUPPLIES	0.00	70.88	3,600.00	344.84	90.42%
101.42100.02030 PRINTED FORMS	0.00	0.00	1,200.00	158.50	86.79%
101.42100.02040 RANGE EQUIP & SUPPLIES	0.00	2,588.97	7,550.00	3,654.16	51.60%
101.42100.02100 OPERATING SUPPLIES	0.00	68.20	3,883.00	611.25	84.26%
101.42100.02120 MOTOR FUELS & LUBRICANTS	0.00	2,296.18	21,700.00	5,095.57	76.52%
101.42100.02220 POSTAGE	0.00	37.03	1,900.00	100.17	94.73%
101.42100.03050 MEDICAL EXPENSE	0.00	0.00	2,000.00	0.00	100.00%
101.42100.03210 TELEPHONE	0.00	285.78	3,900.00	571.56	85.34%
101.42100.03211 DATA SERVICES	0.00	13,348.79	33,781.00	18,855.72	44.18%
101.42100.03300 CLOTHING & PERSONAL EQUI	0.00	236.35	9,860.00	741.65	92.48%
101.42100.03310 TRAVEL EXPENSE	0.00	0.00	1,200.00	143.62	88.03%
101.42100.03421 800 MHZ RADIO	0.00	0.00	2,006.00	0.00	100.00%
101.42100.04000 CONTRACTUAL SERVICE	0.00	11,942.06	18,885.00	13,736.49	27.26%
101.42100.04050 MAINTENANCE AGREEMENTS	0.00	860.96	4,000.00	2,139.91	46.50%
101.42100.04060 AUTO EQUIPMENT REPAIR	0.00	1,674.73	20,000.00	2,108.41	89.46%
101.42100.04070 OTHER EQUIPMENT REPAIR	0.00	216.84	2,500.00	216.84	91.33%
101.42100.04300 CONFERENCE & SCHOOLS	0.00	(192.00)	13,000.00	3,034.38	76.66%
101.42100.04330 DUES & SUBSCRIPTIONS	0.00	0.00	945.00	658.00	30.37%
101.42100.05000 CAPITAL OUTLAY	0.00	0.00	37,471.00	0.00	100.00%
101.42100.07000 PERMANENT TRANSFERS OUT	0.00	0.00	16,657.00	553.50	96.68%
Total POLICE PROTECTION Expenditures	0.00	198,124.57	1,716,644.00	474,737.40	72.35%
FIRE PROTECTION Expenditures					
101.42200.04000 CONTRACTUAL SERVICE	0.00	18,834.00	226,014.00	56,502.00	75.00%
101.42200.05000 CAPITAL OUTLAY	0.00	0.00	48,296.00	17,493.00	63.78%
Total FIRE PROTECTION Expenditures	0.00	18,834.00	274,310.00	73,995.00	73.03%
CODE ENFORCEMENT Expenditures					
101.42300.01010 FULL TIME EMPLOYEES	0.00	12,201.36	102,665.00	28,397.72	72.34%
101.42300.01030 PART TIME EMPLOYEES	0.00	0.00	14,560.00	1,138.50	92.18%
101.42300.01050 VACATION BUY BACK	0.00	0.00	3,200.00	0.00	100.00%
101.42300.01210 PERA CONTRIBUTIONS-EMPLO	0.00	915.15	7,700.00	2,215.31	71.23%
101.42300.01220 FICA/MC CONTRIBUTIONS-EMP	0.00	888.91	9,212.00	2,144.01	76.73%
101.42300.01300 HEALTH INSURANCE	0.00	1,648.52	16,220.00	4,945.56	69.51%
101.42300.01313 PRUDENTIAL LIFE INSURANCE	0.00	6.42	78.00	19.26	75.31%
101.42300.01510 WORKERS COMPENSATION	0.00	0.00	1,450.00	342.06	76.41%
101.42300.02000 OFFICE SUPPLIES	0.00	170.99	500.00	170.99	65.80%
101.42300.02100 OPERATING SUPPLIES	0.00	14.85	1,350.00	363.85	73.05%
101.42300.02120 MOTOR FUELS & LUBRICANTS	0.00	153.08	1,600.00	339.71	78.77%
101.42300.02200 REPAIR & MAINTENANCE	0.00	11.99	1,000.00	425.43	57.46%
101.42300.03210 TELEPHONE	0.00	103.34	1,000.00	206.67	79.33%
101.42300.03310 TRAVEL EXPENSE	0.00	0.00	300.00	56.60	81.13%
101.42300.04300 CONFERENCE & SCHOOLS	0.00	0.00	1,600.00	100.00	93.75%
101.42300.04330 DUES & SUBSCRIPTIONS	0.00	175.00	3,755.00	2,490.00	33.69%
Total CODE ENFORCEMENT Expenditures	0.00	16,289.61	166,190.00	43,355.67	73.91%

CITY OF SPRING LAKE PARK
Statement of Revenue and Expenditures

Revised Budget
 For GENERAL FUND (101)
 For the Fiscal Period 2018-3 Ending March 31, 2018

Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
STREET DEPARTMENT Expenditures						
101.43000.01010	FULL TIME EMPLOYEES	0.00	15,798.38	132,640.00	36,725.47	72.31%
101.43000.01013	OVERTIME	0.00	607.13	7,459.00	1,550.03	79.22%
101.43000.01020	ON CALL SALARIES	0.00	168.24	2,131.00	636.84	70.12%
101.43000.01050	VACATION BUY BACK	0.00	0.00	1,900.00	0.00	100.00%
101.43000.01210	PERA CONTRIBUTIONS-EMPLO	0.00	1,242.99	10,667.00	2,918.33	72.64%
101.43000.01220	FICA/MC CONTRIBUTIONS-EMP	0.00	1,223.23	11,026.00	2,938.73	73.35%
101.43000.01300	HEALTH INSURANCE	0.00	1,630.12	18,700.00	4,968.40	73.43%
101.43000.01313	PRUDENTIAL LIFE INSURANCE	0.00	8.85	107.00	26.57	75.17%
101.43000.01510	WORKERS COMPENSATION	0.00	0.00	9,000.00	11,311.52	(25.68%)
101.43000.02120	MOTOR FUELS & LUBRICANTS	0.00	1,833.65	14,000.00	4,403.57	68.55%
101.43000.02150	SHOP MATERIALS	0.00	32.47	2,500.00	237.42	90.50%
101.43000.02200	REPAIR & MAINTENANCE	0.00	13.98	7,500.00	1,305.77	82.59%
101.43000.02210	EQUIPMENT PARTS	0.00	556.67	6,000.00	2,322.13	61.30%
101.43000.02221	TIRES	0.00	0.00	800.00	0.00	100.00%
101.43000.02224	STREET MAINT SUPPLIES	0.00	0.00	1,300.00	0.00	100.00%
101.43000.02226	SIGNS & STRIPING	0.00	0.00	6,000.00	0.00	100.00%
101.43000.02280	UNIFORMS,SAFETY SHOES	0.00	0.00	1,040.00	875.00	15.87%
101.43000.03210	TELEPHONE	0.00	17.59	370.00	53.03	85.67%
101.43000.04000	CONTRACTUAL SERVICE	0.00	20.00	1,040.00	660.00	36.54%
101.43000.04300	CONFERENCE & SCHOOLS	0.00	0.00	500.00	420.00	16.00%
101.43000.04330	DUES & SUBSCRIPTIONS	0.00	0.00	100.00	0.00	100.00%
101.43000.07000	PERMANENT TRANSFERS OUT	0.00	0.00	1,600.00	0.00	100.00%
Total STREET DEPARTMENT Expenditures		0.00	23,153.30	236,380.00	71,352.81	69.81%
RECREATION DEPARTMENT Expenditures						
101.45100.01010	FULL TIME EMPLOYEES	0.00	26,116.87	216,702.00	60,479.75	72.09%
101.45100.01040	TEMPORARY EMPLOYEES	0.00	130.00	17,010.00	1,630.00	90.42%
101.45100.01050	VACATION BUY BACK	0.00	0.00	1,600.00	0.00	100.00%
101.45100.01210	PERA CONTRIBUTIONS-EMPLO	0.00	1,958.76	16,253.00	4,535.96	72.09%
101.45100.01220	FICA/MC CONTRIBUTIONS-EMP	0.00	1,942.34	18,001.00	4,596.14	74.47%
101.45100.01300	HEALTH INSURANCE	0.00	2,844.64	33,500.00	8,770.32	73.82%
101.45100.01313	PRUDENTIAL LIFE INSURANCE	0.00	14.54	176.00	43.62	75.22%
101.45100.01510	WORKERS COMPENSATION	0.00	0.00	1,700.00	853.43	49.80%
101.45100.02000	OFFICE SUPPLIES	0.00	0.00	2,161.00	594.24	72.50%
101.45100.02220	POSTAGE	0.00	136.02	8,950.00	1,136.19	87.31%
101.45100.02290	RECREATION EQUIP SUPPLIES	0.00	712.49	2,500.00	1,041.83	58.33%
101.45100.03310	TRAVEL EXPENSE	0.00	118.31	1,000.00	527.81	47.22%
101.45100.03500	PRINTING & PUBLISHING	0.00	85.20	14,357.00	439.95	96.94%
101.45100.04300	CONFERENCE & SCHOOLS	0.00	0.00	1,400.00	20.00	98.57%
101.45100.04330	DUES & SUBSCRIPTIONS	0.00	0.00	457.00	280.00	38.73%
Total RECREATION DEPARTMENT Expenditures		0.00	34,059.17	335,767.00	84,949.24	74.70%
PARKS DEPARTMENT Expenditures						
101.45200.01010	FULL TIME EMPLOYEES	0.00	16,561.65	139,055.00	38,499.23	72.31%
101.45200.01013	OVERTIME	0.00	1,325.84	7,459.00	2,945.37	60.51%
101.45200.01020	ON CALL SALARIES	0.00	168.25	2,131.00	168.25	92.10%
101.45200.01040	TEMPORARY EMPLOYEES	0.00	1,012.00	15,840.00	1,012.00	93.61%

CITY OF SPRING LAKE PARK
Statement of Revenue and Expenditures

Revised Budget
 For GENERAL FUND (101)
 For the Fiscal Period 2018-3 Ending March 31, 2018

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
101.45200.01050 VACATION BUY BACK	0.00	0.00	3,000.00	0.00	100.00%
101.45200.01210 PERA CONTRIBUTIONS-EMPLO	0.00	1,354.18	11,148.00	3,120.97	72.00%
101.45200.01220 FICA/MC CONTRIBUTIONS-EMP	0.00	1,420.96	12,812.00	3,239.78	74.71%
101.45200.01300 HEALTH INSURANCE	0.00	1,717.50	19,720.00	5,230.50	73.48%
101.45200.01313 PRUDENTIAL LIFE INSURANCE	0.00	8.91	107.00	26.75	75.00%
101.45200.01510 WORKERS COMPENSATION	0.00	0.00	10,000.00	12,048.85	(20.49%)
101.45200.02100 OPERATING SUPPLIES	0.00	0.00	1,000.00	0.00	100.00%
101.45200.02120 MOTOR FUELS & LUBRICANTS	0.00	1,731.57	12,000.00	4,177.06	65.19%
101.45200.02200 REPAIR & MAINTENANCE	0.00	30.65	8,000.00	112.07	98.60%
101.45200.02205 LAKESIDE PK EXP TO BE REIM	0.00	0.00	0.00	4,758.75	0.00%
101.45200.02210 EQUIPMENT PARTS	0.00	0.00	5,500.00	1,894.94	65.55%
101.45200.02221 TIRES	0.00	0.00	800.00	0.00	100.00%
101.45200.02225 LANDSCAPING MATERIALS	0.00	0.00	8,932.00	0.00	100.00%
101.45200.02280 UNIFORMS,SAFETY SHOES	0.00	0.00	1,000.00	875.00	12.50%
101.45200.02290 RECREATION EQUIP SUPPLIES	0.00	0.00	2,000.00	0.00	100.00%
101.45200.03210 TELEPHONE	0.00	42.48	300.00	84.96	71.68%
101.45200.03810 ELECTRIC UTILITIES	0.00	348.27	4,000.00	771.94	80.70%
101.45200.03830 GAS UTILITIES	0.00	645.27	4,000.00	1,533.05	61.67%
101.45200.03841 RUBBISH REMOVAL	0.00	0.00	400.00	0.00	100.00%
101.45200.04190 SATELLITE RENTAL	0.00	0.00	1,400.00	0.00	100.00%
101.45200.04300 CONFERENCE & SCHOOLS	0.00	0.00	900.00	600.00	33.33%
101.45200.04500 CONTRACTUAL SERVICES	0.00	20.00	880.00	660.00	25.00%
101.45200.04901 LAKESIDE PARK EXPENSE	0.00	0.00	11,500.00	0.00	100.00%
Total PARKS DEPARTMENT Expenditures	0.00	26,387.53	283,884.00	81,759.47	71.20%
MISCELLANEOUS Expenditures					
101.49000.01300 HEALTH INSURANCE	0.00	30.08	0.00	516.32	0.00%
101.49000.01313 COBRA-H.S.A. FEES	0.00	0.00	2,600.00	0.00	100.00%
101.49000.03600 INSURANCE	0.00	0.00	45,000.00	44,320.88	1.51%
101.49000.04000 CONTRACTUAL SERVICE	0.00	688.00	0.00	2,064.00	0.00%
101.49000.04389 CONTINGENCY FUND	0.00	0.00	108,313.00	0.00	100.00%
101.49000.04390 MISCELLANEOUS	0.00	0.00	5,000.00	0.00	100.00%
101.49000.04420 SURCHARGES-PLMG	0.00	0.00	200.00	0.00	100.00%
101.49000.04430 SURCHARGES-HTG	0.00	0.00	400.00	0.00	100.00%
101.49000.04440 SURCHARGES-BLDG	0.00	0.00	2,000.00	0.00	100.00%
101.49000.07000 PERMANENT TRANSFERS OUT	0.00	0.00	155,000.00	0.00	100.00%
Total MISCELLANEOUS Expenditures	0.00	718.08	318,513.00	46,901.20	85.27%
Total GENERAL FUND Expenditures	\$ 0.00	\$ 390,269.50	\$ 4,133,633.00	\$ 1,064,937.52	74.24%
GENERAL FUND Excess of Revenues Over Expenditure	\$ 0.00	\$ (305,687.00)	\$ 0.00	\$ (899,079.27)	0.00%

CITY OF SPRING LAKE PARK
Statement of Revenue and Expenditures
Revised Budget

For the Fiscal Period 2018-3 Ending March 31, 2018

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Total Revenues	\$ 0.00	\$ 84,582.50	\$ 4,133,633.00	\$ 165,858.25	0.00%
Total Expenditures	\$ 0.00	\$ 390,269.50	\$ 4,133,633.00	\$ 1,064,937.52	74.24%
Total Excess of Revenues Over Expenditures	\$ 0.00	\$ (305,687.00)	\$ 0.00	\$ (899,079.27)	0.00%

CITY OF SPRING LAKE PARK

Statement of Revenue and Expenditures

Revised Budget
 For PUBLIC UTILITIES OPERATIONS (601)
 For the Fiscal Period 2018-3 Ending March 31, 2018

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
Revenues					
601.00000.34950 MISC REVENUE-NSF CHRGS \$	0.00	0.00	0.00	45.17	0.00%
601.00000.36210 INTEREST EARNINGS	0.00	0.00	65,000.00	0.00	100.00%
601.00000.37101 WATER COLLECTIONS	0.00	121.49	471,605.00	95,534.23	79.74%
601.00000.37103 SALES TAX COLLECTED	0.00	6.03	5,000.00	1,258.94	74.82%
601.00000.37104 PENALTIES/WATER	0.00	0.00	6,000.00	1,249.75	79.17%
601.00000.37109 SAFE DRINKING WATER FEE	0.00	26.21	13,844.00	3,479.84	74.86%
601.00000.37111 ADMINISTRATIVE CHARGE	0.00	146.01	79,586.00	20,296.11	74.50%
601.00000.37115 ESTIMATE READING CHRG	0.00	0.00	50.00	0.00	100.00%
601.00000.37149 WATER CONN-INTEREST	0.00	0.00	0.00	254.83	0.00%
601.00000.37150 WATER CONNECTION-WAC	0.00	0.00	0.00	60.53	0.00%
601.00000.37151 WATER RECONNECT-CALL OU	0.00	0.00	1,000.00	275.00	72.50%
601.00000.37170 WATER PERMITS	0.00	0.00	100.00	0.00	100.00%
601.00000.37171 WATER PERMIT SURCHARGES	0.00	0.00	10.00	0.00	100.00%
601.00000.37172 WATER METER SALES & INSTA	0.00	0.00	1,500.00	1,143.17	23.79%
601.00000.37201 SEWER COLLECTIONS	0.00	1,236.80	798,652.00	203,700.38	74.49%
601.00000.37204 PENALTIES-SEWER	0.00	0.00	14,000.00	3,550.72	74.64%
601.00000.37250 SEWER CONNECTION-SAC	0.00	0.00	0.00	675.78	0.00%
601.00000.37251 SEWER CONN-INTEREST	0.00	0.00	0.00	156.54	0.00%
601.00000.37270 SEWER PERMITS	0.00	0.00	100.00	0.00	100.00%
601.00000.37271 SEWER PERMIT SURCHARGES	0.00	0.00	10.00	0.00	100.00%
601.00000.37273 SEWER HOOK-UP CHARGES	0.00	0.00	150.00	0.00	100.00%
601.00000.39206 TRANSFER FROM RECYCLING	0.00	0.00	1,500.00	0.00	100.00%
Total Revenues	0.00	1,536.54	1,458,107.00	331,680.99	77.25%
Total PUBLIC UTILITIES OPERATIONS Revenues	\$ 0.00	\$ 1,536.54	\$ 1,458,107.00	\$ 331,680.99	77.25%

Expenditures

WATER DEPARTMENT Expenditures

601.49400.01010 FULL TIME EMPLOYEES \$	0.00	12,664.28	106,500.00	29,391.20	72.40%
601.49400.01013 OVERTIME	0.00	1,150.28	7,500.00	3,095.49	58.73%
601.49400.01020 ON CALL SALARIES	0.00	137.16	2,950.00	137.16	95.35%
601.49400.01040 TEMPORARY EMPLOYEES	0.00	325.50	9,550.00	613.50	93.58%
601.49400.01050 VACATION BUY BACK	0.00	0.00	1,650.00	0.00	100.00%
601.49400.01210 PERA CONTRIBUTIONS-EMPLO	0.00	1,046.36	8,479.00	2,446.75	71.14%
601.49400.01220 FICA/MC CONTRIBUTIONS-EMP	0.00	1,059.14	9,803.00	2,506.57	74.43%
601.49400.01300 HEALTH & DENTAL INSURANC	0.00	1,455.59	16,600.00	4,406.95	73.45%
601.49400.01313 LIFE INSURANCE	0.00	7.68	95.00	23.04	75.75%
601.49400.01510 WORKERS COMPENSATION	0.00	0.00	6,700.00	6,568.54	1.96%
601.49400.02000 OFFICE SUPPLIES	0.00	170.99	800.00	265.92	66.76%
601.49400.02030 PRINTED FORMS	0.00	0.00	2,000.00	1,270.73	36.46%
601.49400.02100 OPERATING SUPPLIES	0.00	0.00	800.00	0.00	100.00%
601.49400.02120 MOTOR FUELS & LUBRICANTS	0.00	306.16	2,500.00	679.41	72.82%
601.49400.02200 REPAIR & MAINTENANCE	0.00	8,528.96	55,000.00	14,353.81	73.90%
601.49400.02210 EQUIPMENT PARTS	0.00	520.00	1,000.00	782.39	21.76%
601.49400.02220 POSTAGE	0.00	441.01	2,500.00	732.17	70.71%

CITY OF SPRING LAKE PARK
Statement of Revenue and Expenditures

Revised Budget
 For PUBLIC UTILITIES OPERATIONS (601)
 For the Fiscal Period 2018-3 Ending March 31, 2018

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
601.49400.02221 TIRES	0.00	0.00	1,000.00	0.00	100.00%
601.49400.02222 STREET REPAIRS	0.00	1,792.29	1,500.00	1,792.29	(19.49%)
601.49400.02261 WATER TESTING	0.00	72.00	800.00	72.00	91.00%
601.49400.02262 WATER METER & SUPPLIES	0.00	554.40	5,500.00	4,723.80	14.11%
601.49400.02264 SAFE DRINKING WATER FEE	0.00	3,485.00	13,844.00	3,485.00	74.83%
601.49400.02280 UNIFORM ALLOWANCE	0.00	60.98	950.00	623.48	34.37%
601.49400.03010 AUDIT & ACCTG SERVICES	0.00	0.00	2,617.00	0.00	100.00%
601.49400.03030 ENGINEERING FEES	0.00	0.00	2,000.00	807.50	59.63%
601.49400.03040 LEGAL FEES	0.00	0.00	300.00	0.00	100.00%
601.49400.03210 TELEPHONE	0.00	45.78	900.00	113.01	87.44%
601.49400.03310 TRAVEL EXPENSE	0.00	0.00	1,100.00	250.60	77.22%
601.49400.03500 PRINTING & PUBLISHING	0.00	2,206.89	7,000.00	2,206.89	68.47%
601.49400.03600 INSURANCE	0.00	0.00	8,500.00	6,642.10	21.86%
601.49400.03870 WATER USAGE-CITY OF BLAIN	0.00	0.00	3,500.00	0.00	100.00%
601.49400.04000 CONTRACTUAL SERVICE	0.00	20.00	7,011.00	2,141.42	69.46%
601.49400.04050 MAINTENANCE AGREEMENTS	0.00	0.00	13,775.00	1,243.21	90.97%
601.49400.04300 CONFERENCE & SCHOOLS	0.00	0.00	2,000.00	600.97	69.95%
601.49400.04330 DUES & SUBSCRIPTIONS	0.00	0.00	525.00	289.00	44.95%
601.49400.04370 PERMITS AND TAXES	0.00	0.00	7,200.00	3,185.22	55.76%
601.49400.04470 SURCHARGES-WATER	0.00	0.00	10.00	0.00	100.00%
601.49400.07000 PERMANENT TRANSFERS OUT	0.00	0.00	100,139.00	0.00	100.00%
Total WATER DEPARTMENT Expenditures	0.00	36,050.45	414,598.00	95,450.12	76.98%
WATER TREATMENT PLANT Expenditures					
601.49402.02100 OPERATING SUPPLIES	0.00	0.00	100.00	0.00	100.00%
601.49402.02120 MOTOR FUELS & LUBRICANTS	0.00	0.00	2,000.00	0.00	100.00%
601.49402.02160 CHEMICALS & CHEMICAL PRO	0.00	0.00	19,000.00	4,369.25	77.00%
601.49402.02200 REPAIR & MAINTENANCE	0.00	187.54	10,000.00	813.31	91.87%
601.49402.02210 EQUIPMENT PARTS	0.00	0.00	5,000.00	0.00	100.00%
601.49402.03030 ENGINEERING FEES	0.00	0.00	1,000.00	0.00	100.00%
601.49402.03600 INSURANCE	0.00	0.00	10,000.00	10,105.20	(1.05%)
601.49402.03810 ELECTRIC UTILITIES	0.00	6,455.48	75,000.00	12,764.60	82.98%
601.49402.03830 GAS UTILITIES	0.00	466.15	2,500.00	1,348.90	46.04%
601.49402.04000 CONTRACTUAL SERVICE	0.00	0.00	3,500.00	0.00	100.00%
601.49402.04370 PERMITS,DUES,SUBSCRIPTIO	0.00	0.00	2,850.00	125.00	95.61%
601.49402.07000 PERMANENT TRANSFERS OUT	0.00	0.00	43,635.00	0.00	100.00%
Total WATER TREATMENT PLANT Expenditures	0.00	7,109.17	174,585.00	29,526.26	83.09%
SEWER DEPARTMENT Expenditures					
601.49450.01010 FULL TIME EMPLOYEES	0.00	12,664.34	106,500.00	29,391.34	72.40%
601.49450.01013 OVERTIME	0.00	1,150.31	7,500.00	3,095.53	58.73%
601.49450.01020 ON CALL SALARIES	0.00	137.16	2,950.00	137.16	95.35%
601.49450.01040 TEMPORARY EMPLOYEES	0.00	325.50	9,550.00	613.50	93.58%
601.49450.01050 VACATION BUY BACK	0.00	0.00	1,650.00	0.00	100.00%
601.49450.01210 PERA CONTRIBUTIONS-EMPLO	0.00	1,046.46	8,479.00	2,446.97	71.14%
601.49450.01220 FICA/MC CONTRIBUTIONS-EMP	0.00	1,059.18	9,803.00	2,506.73	74.43%
601.49450.01300 HEALTH & DENTAL INSURANC	0.00	1,455.67	16,600.00	4,407.19	73.45%
601.49450.01313 LIFE INSURANCE	0.00	7.70	95.00	23.10	75.68%
601.49450.01510 WORKERS COMPENSATION	0.00	0.00	6,700.00	6,568.54	1.96%

CITY OF SPRING LAKE PARK
Statement of Revenue and Expenditures

Revised Budget
 For PUBLIC UTILITIES OPERATIONS (601)
 For the Fiscal Period 2018-3 Ending March 31, 2018

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
601.49450.02000 OFFICE SUPPLIES	0.00	170.99	800.00	265.92	66.76%
601.49450.02030 PRINTED FORMS	0.00	0.00	1,500.00	1,270.74	15.28%
601.49450.02100 OPERATING SUPPLIES	0.00	0.00	500.00	0.00	100.00%
601.49450.02120 MOTOR FUELS & LUBRICANTS	0.00	306.16	2,500.00	679.41	79.82%
601.49450.02200 REPAIR & MAINTENANCE	0.00	0.00	10,000.00	123.60	98.76%
601.49450.02210 EQUIPMENT PARTS	0.00	0.00	3,000.00	0.00	100.00%
601.49450.02220 POSTAGE	0.00	441.02	2,500.00	507.18	79.71%
601.49450.02221 TIRES	0.00	0.00	1,000.00	0.00	100.00%
601.49450.02222 STREET REPAIRS	0.00	0.00	1,000.00	0.00	100.00%
601.49450.02262 WATER METER & SUPPLIES	0.00	0.00	6,000.00	0.00	100.00%
601.49450.02280 UNIFORM ALLOWANCE	0.00	60.98	950.00	623.48	34.37%
601.49450.03010 AUDIT & ACCTG SERVICES	0.00	0.00	2,617.00	0.00	100.00%
601.49450.03030 ENGINEERING FEES	0.00	0.00	1,000.00	336.00	66.40%
601.49450.03040 LEGAL FEES	0.00	0.00	300.00	0.00	100.00%
601.49450.03210 TELEPHONE	0.00	45.79	700.00	113.04	83.85%
601.49450.03310 TRAVEL EXPENSE	0.00	0.00	1,000.00	250.60	74.94%
601.49450.03500 PRINTING & PUBLISHING	0.00	0.00	300.00	0.00	100.00%
601.49450.03600 INSURANCE	0.00	0.00	12,100.00	11,149.91	7.85%
601.49450.03810 ELECTRIC UTILITIES	0.00	452.85	3,600.00	864.04	76.00%
601.49450.03840 METRO WASTE CONTROL	0.00	92,426.14	554,557.00	189,772.58	65.78%
601.49450.04000 CONTRACTUAL SERVICE	0.00	20.00	13,011.00	2,141.42	83.54%
601.49450.04050 MAINTENANCE AGREEMENTS	0.00	0.00	11,460.00	1,243.22	89.15%
601.49450.04300 CONFERENCE & SCHOOLS	0.00	0.00	2,450.00	530.98	78.33%
601.49450.04330 DUES & SUBSCRIPTIONS	0.00	0.00	340.00	0.00	100.00%
601.49450.04390 MISCELLANEOUS	0.00	0.00	100.00	0.00	100.00%
601.49450.04450 RESERVE CAPACITY CHARGE	0.00	0.00	2,700.00	0.00	100.00%
601.49450.04460 SURCHARGES-SEWER	0.00	0.00	10.00	0.00	100.00%
601.49450.07000 PERMANENT TRANSFERS OUT	0.00	0.00	81,669.00	0.00	100.00%
Total SEWER DEPARTMENT Expenditures	0.00	111,770.25	887,491.00	259,062.18	70.81%
Total PUBLIC UTILITIES OPERATIONS Expenditures	\$ 0.00	\$ 154,929.87	\$ 1,476,674.00	\$ 384,038.56	73.99%
PUBLIC UTILITIES OPERATIONS Excess of Revenues O \$	0.00	\$ (153,393.33)	\$ (18,567.00)	\$ (52,357.57)	(181.99%)

CITY OF SPRING LAKE PARK
Statement of Revenue and Expenditures

Revised Budget

For the Fiscal Period 2018-3 Ending March 31, 2018

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Total Revenues	\$ 0.00	\$ 1,536.54	\$ 1,458,107.00	\$ 331,680.99	(181.99%)
Total Expenditures	\$ 0.00	\$ 154,929.87	\$ 1,476,674.00	\$ 384,038.56	73.99%
Total Excess of Revenues Over Expenditures	\$ 0.00	\$ (153,393.33)	\$ (18,567.00)	\$ (52,357.57)	(181.99%)



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: CenturyLink Inc. N.310546

GOPHER 1-CALL REG. NO.: _____

ADDRESS: 425 Monroe St
Anoka, MN 55303

PHONE: 651-312-7049 **FAX:** (612)381-5571

E-MAIL ADDRESS: james.frid@centurylink.com

NAME OF REPRESENTATIVE: Jim Frid

REPRESENTATIVE PHONE NO'S.: 651-312-7049

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

Direct bore 1600ft of 1.25" armored innerduct with 48 Fiber and one 30"x48"x36" hand hole.

START DATE: 04/11/18 **COMPLETION DATE:** 10/08/18

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: _____

Trench #1120.00
hole 150.00

\$1,270.00

OK TR.

Authorized Representative Signature

4/9/2018

Date

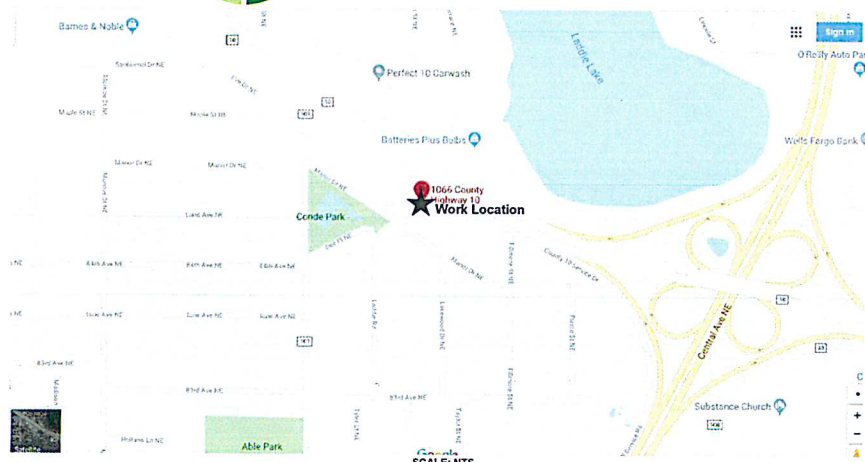
FOR OFFICE USE ONLY

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

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

Receipt No.: _____ Date: _____ Initials: _____

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



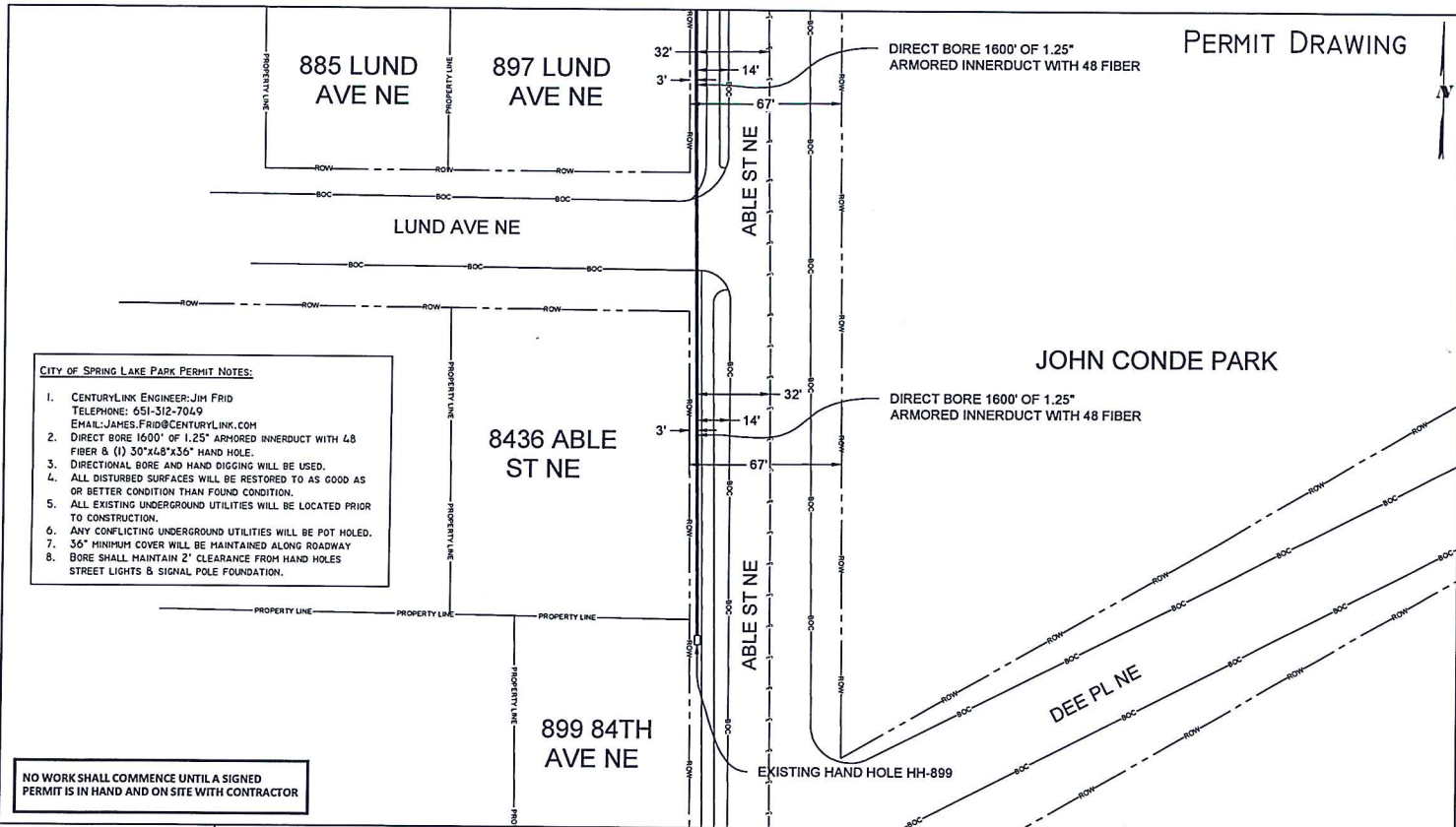
CENTURYLINK ENGINEER: JIM FRID
TELEPHONE: 651 312 7049
EMAIL: JAMES.FRID@CENTURYLINK.COM

CENTURYLINK CPA: SHAWN SCHOMMER
TELEPHONE: 763-786-0717
EMAIL: SHAWN.SCHOMMER@CENTURYLINK.COM

PROJECT NUMBER: N.310546
SITE ADDRESS: 1066 COUNTY HWY 10, SPRING LAKE PARK, MN
COUNTY: ANOKA
SECTION: 1, TOWN: 30, RANGE: 24
COORDINATES: 45.122162, -93.245923

GOODMAN NETWORKS

PERMIT DRAWING



- CITY OF SPRING LAKE PARK PERMIT NOTES:**
1. CENTURYLINK ENGINEER-JIM FRID
TELEPHONE: 651-312-7049
EMAIL: JAMES.FRID@CENTURYLINK.COM
 2. DIRECT BORE 1600' OF 1.25" ARMORED INNERDUCT WITH 48 FIBER & (1) 30"x18"x36" HAND HOLE.
 3. DIRECTIONAL BORE AND HAND DIGGING WILL BE USED.
 4. ALL DISTURBED SURFACES WILL BE RESTORED TO AS GOOD AS OR BETTER CONDITION THAN FOUND CONDITION.
 5. ALL EXISTING UNDERGROUND UTILITIES WILL BE LOCATED PRIOR TO CONSTRUCTION.
 6. ANY CONFLICTING UNDERGROUND UTILITIES WILL BE POT HOLED.
 7. 36" MINIMUM COVER WILL BE MAINTAINED ALONG ROADWAY
 8. BORE SHALL MAINTAIN 2' CLEARANCE FROM HAND HOLES STREET LIGHTS & SIGNAL POLE FOUNDATION.

NO WORK SHALL COMMENCE UNTIL A SIGNED PERMIT IS IN HAND AND ON SITE WITH CONTRACTOR

5605 GREEN CIRCLE DR.
MINNETONKA, MN 55363

PERMITS REQUIRED: CITY OF SPRING LAKE PARK
W/C: BLANMNBL
CPA: SSCHOMMER

CONTACT PERSON: JIM FRID
PHONE: 651-312-7049
FAX:
EMAIL: JAMES.FRID@CENTURYLINK.COM

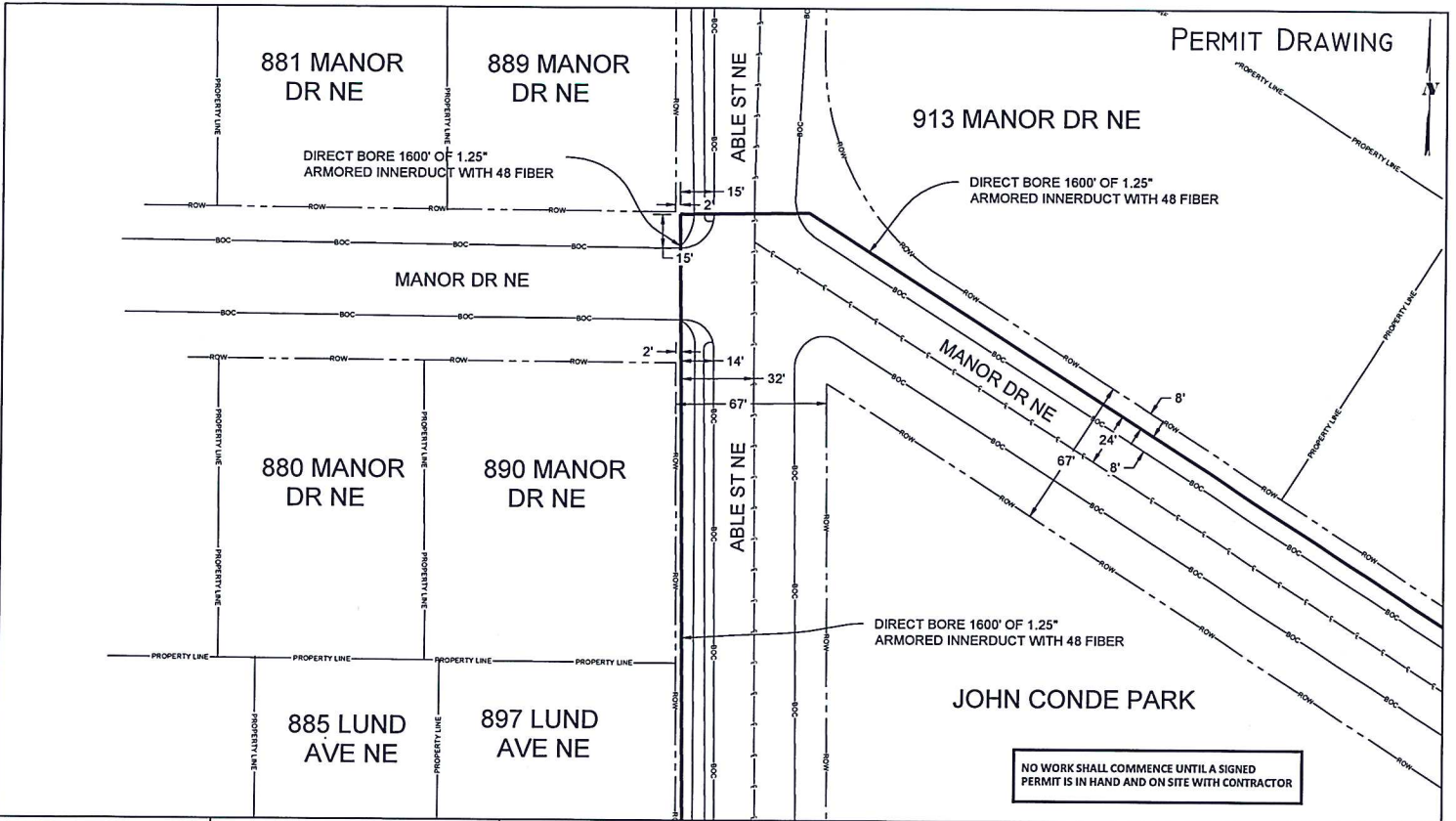
JOB: N.310546
LOC.: 1066 COUNTY HWY 10,
SPRING LAKE PARK,
MN 55432

DRAWING SYMBOLS

SCALE: 1" = 40'

SHEET: 2 OF 4

PERMIT DRAWING



NO WORK SHALL COMMENCE UNTIL A SIGNED PERMIT IS IN HAND AND ON SITE WITH CONTRACTOR

CenturyLink
5605 GREEN CIRCLE DR.
MINNETONKA, MN 55363

PERMITS REQUIRED: CITY OF SPRING LAKE PARK
W/C: BLANMINBL
CPA: SSCHOMMER

CONTACT PERSON: JIM FRID
PHONE: 651-312-7049
FAX:
EMAIL: JAMES.FRID@CENTURYLINK.COM

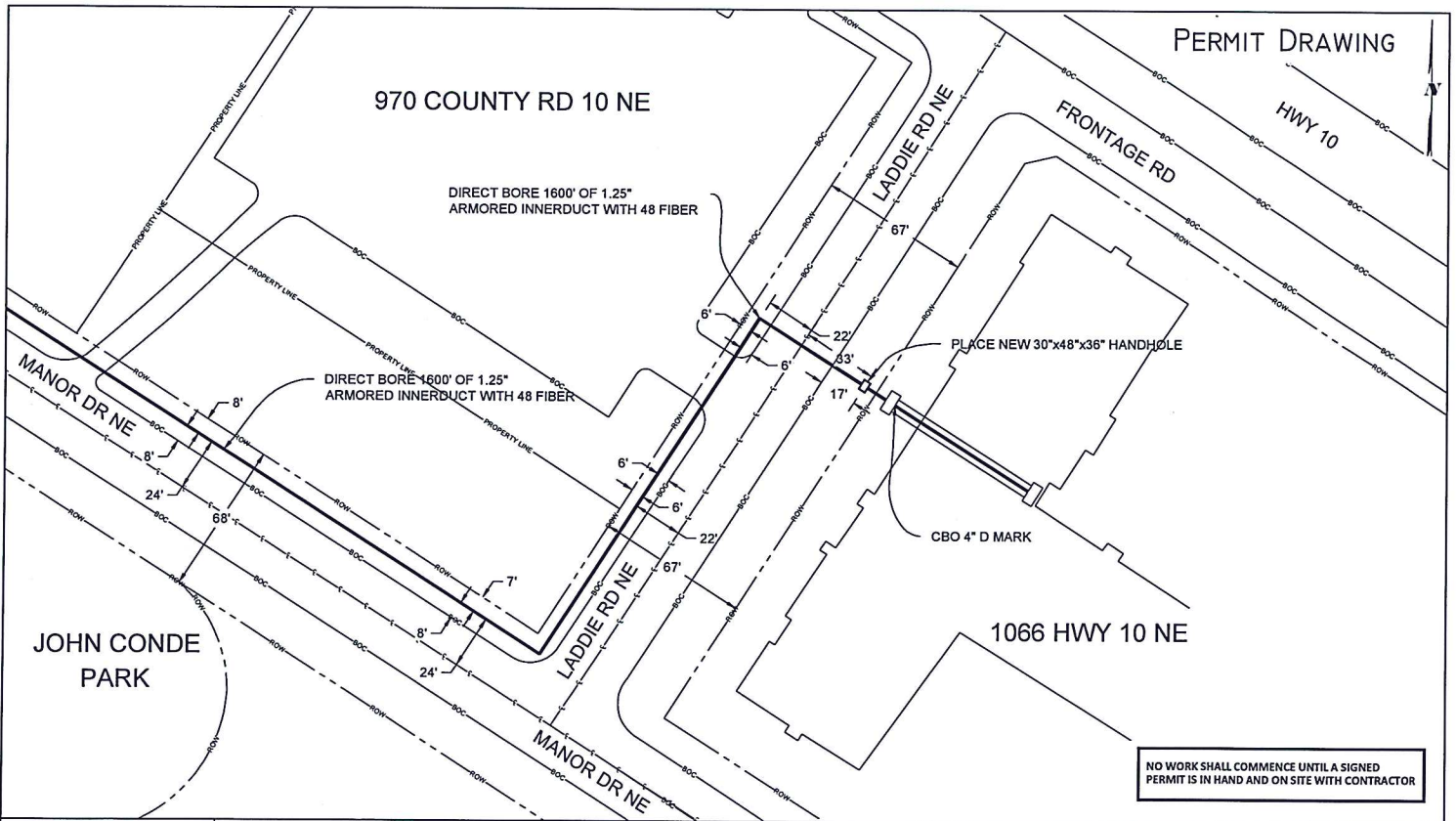
JOB: N.310546
LOC.: 1066 COUNTY HWY 10,
SPRING LAKE PARK,
MN 55432

DRAWING SYMBOLS

0' SCALE: 1" = 40'

SHEET: 3 OF 4

PERMIT DRAWING



NO WORK SHALL COMMENCE UNTIL A SIGNED PERMIT IS IN HAND AND ON SITE WITH CONTRACTOR

CenturyLink
 5605 GREEN CIRCLE DR.
 MINNETONKA, MN 55363

PERMITS REQUIRED: CITY OF SPRING LAKE PARK
 W/C: BLANMINBL
 CPA: SSSCHOMMER

CONTACT PERSON: JIM FRID
 PHONE: 651-312-7049
 FAX:
 EMAIL: JAMES.FRID@CENTURYLINK.COM

JOB: N.310546
 LOC.: 1066 COUNTY HWY 10,
 SPRING LAKE PARK,
 MN 55432

DRAWING SYMBOLS

0' 1" = 40'
 SCALE: 1" = 40'
 SHEET: 4 OF 4

MINNESOTA LAWFUL GAMBLING
LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: North Suburban Chapter of MN Deer Hunters Association Previous Gambling Permit Number: X-03304

Minnesota Tax ID Number, if any: 4326991 Federal Employer ID Number (FEIN), if any: 41-1390958

Mailing Address: 6684 Fridley Street NE

City: Fridley State: MN Zip: 55432 County: Anoka

Name of Chief Executive Officer (CEO): Stephen Ranallo

Daytime Phone: 763-574-0195 Email: _____

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

Fraternal Religious Veterans Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

A current calendar year Certificate of Good Standing
Don't have a copy? Obtain this certificate from:
MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103
Secretary of State website, phone numbers:
www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767

IRS income tax exemption (501(c)) letter in your organization's name
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)
If your organization falls under a parent organization, attach copies of both of the following:
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Kraus-Hartig VFW

Address (do not use P.O. box): 8100 Pleasant View Drive

City or Township: Spring Lake Park Zip: 55432 County: Anoka

Date(s) of activity (for raffles, indicate the date of the drawing): May 7, 2018

Check each type of gambling activity that your organization will conduct:

Bingo* Paddlewheels* Pull-Tabs* Tipboards*

Raffle (total value of raffle prizes awarded for the calendar year: \$ _____)

* **Gambling equipment** for bingo paper, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under **LIST OF LICENSEES**, or call 651-539-1900.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

<p style="text-align: center;">CITY APPROVAL for a gambling premises located within city limits</p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print City Name: _____</p> <p>Signature of City Personnel: _____</p> <p>Title: _____ Date: _____</p> <div style="border: 1px solid black; padding: 5px; text-align: center; margin-top: 10px;"> <p>The city or county must sign before submitting application to the Gambling Control Board.</p> </div>	<p style="text-align: center;">COUNTY APPROVAL for a gambling premises located in a township</p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print County Name: _____</p> <p>Signature of County Personnel: _____</p> <p>Title: _____ Date: _____</p> <p>TOWNSHIP (if required by the county) On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>Title: _____ Date: _____</p>
--	---

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: Stephen E Ranallo Date: 4-3-2018
(Signature must be CEO's signature; designee may not sign)

Print Name: Stephen Ranallo

REQUIREMENTS	MAIL APPLICATION AND ATTACHMENTS
---------------------	---

Complete a separate application for:

- all gambling conducted on two or more consecutive days, or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:
A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

Mail application with:

a copy of your proof of nonprofit status, and

application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

To: Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions?
Call the Licensing Section of the Gambling Control Board at 651-539-1900.

<p>Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the</p>	<p>application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-</p>	<p>ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.</p>
---	--	--

This form will be made available in alternative format (i.e. large print, braille) upon request.

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

Contractor's Licenses

April 16, 2018

Concrete

Greystone Masonary, LLC.

General

Eagle Building Co., LLC.

GJW Group LTD

Mechanical

4 Front Energy Soulutions dba Kline Corp., dba Practical Solutions
dba Ductworks Heating & Cooling

Benjamin Franklin Plumbing

CenterPoint Energy Minnesota Gas

Gartner Refrigeration and Manufacturing, Inc.

Genz Ryan

Harris Contracting Company

Horwitz, Inc.

McDowall Company

Metropolitan Mechanical Contractors

OC Mechanical, Inc.

Standard Heating & Air, Inc.

Plumbing

Benjamin Franklin Plumbing

Croix Crystal Water Treatment

Genz Ryan

Harris Contracting Co.

Hokanson Plumbing

Horwitz, Inc.

Metropolitan Mechanical Contractors, Inc.

Dusty's Drain Cleaning dba North Anoka Plumbing

Plumb Right Corp.

Roto-Rooter Services

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

Contractor's Licenses

April 16, 2018

Sewer & Water

Roto-Rooter Services

Sign Contractor

Scenic Sign Corp.

Tree Contractor

Northeast Tree, Inc.

Precision Landscape & Tree

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

Sign Permits

April 16, 2018

Sign Permit

City of Spring Lake Park

Hwy 65 & 81st Avenue NE

Moving Liquor Store Sign

The Sunset Grill

8466 Central Avenue

CITY OF SPRING LAKE PARK
1301 81ST AVENUE N E
SPRING LAKE PARK, MN 55432

SIGN PERMIT APPLICATION

DATE: 04/03/18
NAME OF APPLICANT: Lisa Justin Project Manager -- Scenic Sign Corp.
ADDRESS OF APPLICANT: PO BOX 881 St. Cloud, MN 56301
TELEPHONE NUMBER OF APPLICANT: 320-252-9400
NAME OF BUSINESS AND LOCATION of building structure, or lot to which or upon which the sign is
to be attached or erected CITY OF SPRING LAKE PARK
1301 81ST AVE NE

New Construction: Remodel: _____ Word Change Only: _____

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

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

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

Name of person, firm or corporation erecting the structure: Scenic Sign Corp.

Address: PO BOX 881 St. Cloud, MN 56301

Is an Electrical Permit required? Electrical hook up by other party

I, the undersigned applicant, do further make the following agreement with the City of Spring Lake Park Mn:

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



SIGNATURE OF APPLICANT

FOR OFFICE USE ONLY:*****
FEE: _____ RECEIPT NUMBER: _____

DATE OF APPROVAL: _____ DATE OF ISSUE: _____

REASON FOR DENIAL: _____

ADDITIONAL REQUIREMENTS FOR SIGN PERMIT:

SQUARE FOOTAGE OF FRONT OF BUILDING: N/A

SQUARE FOOTAGE OF ALL EXISTING SIGNS: N/A

SQUARE FOOTAGE OF PROPOSED SIGN OR SIGNS: 132 ~~X~~ 2 = 264 ~~X~~

INCLUDE A DRAWING SHOWING LOCATION AND MESSAGE ON SIGN.

IF YOU ARE NOT THE OWNER OF THE PROPERTY, INCLUDE A SIGNED LETTER FROM THE OWNER GIVING PERMISSION TO ERECT THE SIGN.

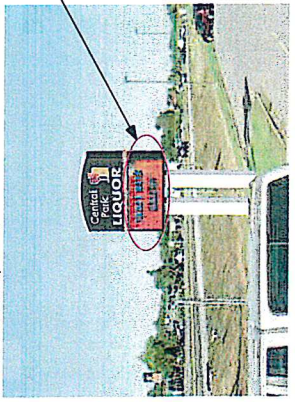
NOTE: ALL APPLICATIONS ARE DUE BY NOON ON THE THURSDAY PRECEEDING THE COUNCIL MEETING.

DRAWING:

SEE ATTACHED



AFTER SCALE: 1/4" = 1'



EMC REMOVED FROM THIS SIGN AND REINSTALLED IN NEW LOCATION



USE THESE CABINETS FOR NEW SIGN

BEFORE IMAGE: NOT TO SCALE

1322

EXISTING CABINET W/ 2-1/2" RETAINERS
NEW WHITE LEXAN FACES
TRANS DIGITAL PRINT TO MATCH
BLUE - PMS# 286U
RED - PMS# 1788C
RETROFIT WITH TDX LED'S

156"
13 ft - 0 in



EXISTING DAKTRONICS EMC MOVED FROM CENTRAL PARK LIQUOR

NEW STEEL FRAMED CABINET SKUN W/ .063 ALUMINUM AND PAINTED BLACK

SCALE: 3/8" = 1'

EXISTING CABINET W/ 2-1/2" RETAINERS
NEW WHITE LEXAN FACES
TRANS DIGITAL PRINT TO MATCH
BLUE - PMS# 286U
RED - PMS# 1788C
RETROFIT W/ TDX LED'S

EXTRA ELEMENT:	RETAINER SIZE: 2-1/2"	SALESMAN: DARYL KIRT	DATE: 3/12/18
# OF FACES: 2	DIVIDER BAR SIZE: N/A	LOCATION: SPRING LAKE PK, MN SQ FT:	
FACE MATERIAL: LEXAN	FRAME MATERIAL: STEEL	DRAWN BY: JUSTIN O'NEAL	SCALE: SEE ABOVE
CABINET TYPE: CUSTOM STEEL	PHOTO EYE: N/A		
ADDITIONAL NOTES: EMC MOVED FROM LIQUOR STORE			
POLE QUANTITY: 2			
# OF EMC FACES: 2			
BRAND: DAKTRONICS			
ADDITIONAL NOTES: EMC MOVED FROM LIQUOR STORE			
LIGHTING TYPE: TDX LED'S			
LED COLOR: WHITE			
POLE TYPE: STEEL			
POLE HEIGHT: EXISTING			

MONUMENT/PHONE/VEHICLE SIGN

The client warrants that the subject matter is prepared as not copyrighted by the party. The client also warrants that the subject matter does not have a copyright notice in order to be reproduced by copyright law. Advances of such notice does not necessarily secure a right to reproduction. The client further warrants that no copyright notice has been removed from any material used in preparing the subject matter for reproduction. The client warrants that the copyright notice has been removed from any material used in preparing the subject matter for reproduction.

WO-#



CITY OF SPRING LAKE PARK
 1301 81st Avenue N E
 Spring Lake Park, MN 55432
 763-784-6491

Sign Permit Application

DATE: 3-29-18
 NAME OF APPLICANT: Signs Now Blaine
 ADDRESS OF APPLICANT: 1451 91st Ave NE Blaine, #100 55449
 TELEPHONE NUMBER OF APPLICANT: 763-717-0140 - Cell 612-554-1599
 NAME OF BUSINESS AND LOCATION of building structure, or lot to which or upon which the sign is to be attached or erected The Sunset Grill
8466 Highway 65 NE Spring Lake Park 55432
 New Construction: _____ Remodel: X Word Change Only: NEW FACES

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

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

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

Name of person, firm or corporation erecting the structure: EXISTING

Address: _____

Is an Electrical Permit required? EXISTING

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


 SIGNATURE OF APPLICANT

FOR OFFICE USE ONLY:*****

FEE: \$108 X 2 = \$216

RECEIPT NUMBER: _____

DATE OF APPROVAL: _____ DATE OF ISSUE: _____

REASON FOR DENIAL: _____

ADDITIONAL REQUIREMENTS FOR SIGN PERMIT:

SQUARE FOOTAGE OF FRONT OF BUILDING: 832~~A~~

SQUARE FOOTAGE OF ALL EXISTING SIGNS: 21~~A~~ x 2 = 42~~A~~

SQUARE FOOTAGE OF PROPOSED SIGN OR SIGNS: 73~~A~~ x 2 = 146~~A~~

INCLUDE A DRAWING SHOWING LOCATION AND MESSAGE ON SIGN.

IF YOU ARE NOT THE OWNER OF THE PROPERTY, INCLUDE A SIGNED LETTER FROM THE OWNER GIVING PERMISSION TO ERECT THE SIGN.

NOTE: ALL APPLICATIONS ARE DUE BY NOON ON THE TUESDAY PRECEEDING THE COUNCIL MEETING.

DRAWING:

Proposed
73~~A~~ x 2

$$\$75.00 \times \$33 = 108.00 \times 2 = \$216.00$$

832~~A~~
250~~A~~ - 30%
42~~A~~ existing
146~~A~~ proposed

62~~A~~ Remaining

Purposed



Existing





Police Report

March 2018

Submitted for Council Meeting April 16, 2018

The Spring Lake Park Police Department responded to six hundred forty one calls for service for the month of March 2018. This is compared to responding to four hundred and sixty-one calls for service for the month of March 2017.

Our School Resource Officer, Officer Chlebeck reports handling seven calls for service at our local schools for the month of March 2018, along with conducting eighteen student contacts, five escorts and one follow up investigation into a school related incident. Officer Chlebeck also conducted three separate presentations for the 12 grade "Government Classes" focusing on our Constitutional Amendments. Officer Chlebeck also attended the OEC Advisory Board Meeting and a School Resource Officer meeting. Officer Chlebeck further noted that one student was charged with possessing a "Stun Gun" on school property and another student was charged with "driving without a driver's license. Officer Chlebeck also did note that school was out of session for the month of March for thirteen days. For further details, see Officer Chlebeck's attached report.

Investigator Baker reports handling forty-four cases for the month of March 2018. Thirty of these cases were felony in nature. Five of these cases were gross- misdemeanor in nature and nine of these cases were misdemeanor in nature. Investigator Baker did indicated that he is also currently monitoring two forfeiture cases along with his monthly case load and that he has been able to close out ten additional forfeiture cases. Investigator Baker did note a couple of cases of interest for the month.

On March 19, Spring Lake Park Police Officers were called to the 1000 block of County Road 10 regarding a person in a construction site. Spring Lake Park Officers arrived a located a male in the construction area, officers conducted an investigation and the male was taken into custody and charged with Third Degree Burglary by the Anoka County Attorney's Office on March 20th.

On March 18th, Spring Lake Park Police Officers received a stolen vehicle report in the 8100 Block of Terrace Road and on March 23rd, Spring Lake Park Police Officers received another report of a stolen vehicle in the 8000 block of Old Central Ave. During the course of the Spring Lake Park Police Department Investigation both vehicles have been recovered, persons of interest have been identified and charges are pending. For further details, see Investigator Baker's attached report.

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

The month of March 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.

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

Are there any questions?



Investigator
Brad Baker

Spring Lake Park Police Department Investigations Monthly Report

March 2018

Total Case Load

Case Load by Level of Offense: 44

Felony	30
Gross Misdemeanor	5
Misdemeanor	9

Case Dispositions:

County Attorney	3
Juvenile County Attorney	0
City Attorney	6
Forward to Other Agency	1
SLP Liaison	0
Carried Over	29
Unfounded	0
Exceptionally Cleared	0
Closed/Inactive	5

Forfeitures:

Active Forfeitures	2
Forfeitures Closed	10

Spring Lake Park Police / School Resource Officer Report

March 2018

Incidents by School Location	Reports (ICRs)	Student Contacts*	Escorts/Other	Follow Up Inv.
Spring Lake Park High School	7	16	4	1
Discovery Days (pre-school)				
Lighthouse School				
Park Terrace Elementary School		1		
District Office				
Able and Terrace Parks (School Related)				
School Related		1	1	
Miscellaneous Locations				
Totals:	7	18	5	1

Breakdown of Reports (ICRs)	
Theft reports (cellphones, iPods, bikes, etc...)	
Students charged with Assault or Disorderly Conduct	
Students charged with other crimes	2
Non-students Charged	
Warrant Arrests	
Miscellaneous reports	5



Memorandum

To: Mayor Hansen and Members of the City Council
From: Daniel R. Buchholtz, MMC, Administrator, Clerk/Treasurer
Date: April 10, 2018
Subject: Site Plan Review for 8421 University Ave NE

The City has received an application from Torg Brewery, 8421 University Avenue NE to construct a deck on the front of the building. Because this is an expansion of the exterior footprint of the building, site plan review is required prior to the issuance of the building permit.

The proposed deck is 26' by 20' in the front of the building, then narrows to 20' by 10' as it wraps around the side of the building. The deck will be constructed of maintenance free decking, metal frame, wood posts and metal railings. Neutral colors will be used. The deck complies with the front and side yard setbacks in the C-2, Neighborhood and Service Center Commercial zoning district.

Based on the plans submitted by the applicant, staff calculates that the parking demand will be 32 parking spaces. The facility currently has 32 parking spaces. There are a number of vacant areas within the building that were not included in the parking calculation. In order for the applicant to expand into those vacant areas, the applicant will need to submit to the City a joint parking agreement with a neighboring property owner located within 300 feet of the building (pursuant to City Code Section 153.139).

Staff recommends approval of the site plan as submitted by Torg Brewery with the condition that in order for Torg Brewery to utilize the remainder of the building, a joint parking agreement must be executed with a neighboring property owner. Compliance with parking requirements will be verified prior to issuance of certificate of occupancy.

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



Spring Lake Park
 History. Community. Home.
City of Spring Lake Park
 1301 81st Avenue NE
 Spring Lake Park, MN 55432
 763-784-6491 (p) 763-792-7257 (f)
 info@slpmn.org

For Office Use Only	
Case Number:	
Fee Paid:	1400.00
Received by:	KP
Date Filed:	3/30/18
Date Complete:	
Base Fee:	407
Escrow:	1000

DEVELOPMENT APPLICATION

TYPE OF APPLICATION (Check All That Apply)		
<input type="checkbox"/> Appeal	<input checked="" type="checkbox"/> Site Plan/Building Plan Review	<input type="checkbox"/> Minor Subdivision
<input type="checkbox"/> Comprehensive Plan Amendment	<input type="checkbox"/> Conceptual Plan Review	<input type="checkbox"/> Lot Combination
<input type="checkbox"/> Ordinance Amendment (Text)	<input type="checkbox"/> Conditional Use Permit	<input type="checkbox"/> Preliminary Plat
<input type="checkbox"/> Rezoning	<input type="checkbox"/> Variance	<input type="checkbox"/> Final Plat
<input type="checkbox"/> Planned Unit Development	<input type="checkbox"/> Street or Easement Vacation	<input type="checkbox"/> Other _____
PROPERTY INFORMATION		
Street Address: 8421 University Ave NE, University Ave, Spring Lake Park, MN 55432		
Property Identification Number (PIN#): 02-30-24-21-0163	Current Zoning: c2	
Legal Description (Attach if necessary):		
APPLICANT INFORMATION		
Name: <i>David Torgersen</i>	Business Name: Torg Brewery	
Address: 3511 153rd Ave NW		
City: Andover	State: MN	Zip Code: 55304
Telephone: 763-639-0539 or <i>763-639-0538*</i>	Fax:	E-mail: operations@torgbrewery.com
Contact: David Torgersen	Title: CEO	
OWNER INFORMATION (if different from applicant)		
Name: <i>DAVID G TORGERSEN Bly Mya</i>	Business Name: Gordon Lee Properties	
Address: 8421 University Ave NE		
City: Spring Lake Park	State: MN	Zip Code: 55432
Telephone: 763-639-0538	Fax:	E-mail: GordonLeePropertiesLLC@gmail.com
Contact: David Torgersen	Title: property manager	
DESCRIPTION OF REQUEST (attach additional information if needed)		
Existing Use of Property:		
Nature of Proposed Use:		
See Attached		
Reason(s) to Approve Request:		
PREVIOUS APPLICATIONS PERTAINING TO THE SUBJECT SITE		
Project Name:	Date of Application:	
Nature of Request:		
NOTE: Applications only accepted with ALL required support documents. See City Code		

105273
3/30/18

APPLICATION FEES AND EXPENSES:

The City of Spring Lake Park required all applicants to reimburse the City for any and all costs incurred by the City to review and act upon applications.

The application fee includes administrative costs which are necessary to process the application. The escrow fee will include all charges for staff time by the City Planner, City Engineer, City Attorney, and/or any other consultants as needed to process the application.

The City will track all consultant costs associated with the application. If these costs are projected to exceed the money initially deposited to your escrow account, you will be notified in the manner that you have identified below that additional monies are required in order for your application process to continue. If you choose to terminate the application (notice must be in writing), you will be responsible for all costs incurred to that point. If you choose to continue the process you will be billed for the additional monies and an explanation of expenses will be furnished. Remittance of these additional fees will be due within thirty (30) days from the date the invoice is mailed. If payment is not received as required by this agreement, the City may approve a special assessment for which the property owner specifically agrees to be to be assessed for 100 percent per annum and waives any and all appeals under Minnesota Statutes Section 429.081 as amended. **All fees and expenses are due whether the application is approved or denied.**

With my signature below, I hereby acknowledge that I have read this agreement in its entirety and understand the terms herein. **I agree to pay to the City all costs incurred during the review process as set forth in this Agreement.** This includes any and all expenses that exceed the initial Escrow Deposit to be paid within 30 days of billing notification. I further understand that the application process will be terminated if payment is not made and application may be denied for failure to reimburse City for costs. I further understand that the City may approve a special assessment against my property for any unpaid escrows and that I specifically waive any and all appeals under Minnesota Statutes 429.081, as amended.

I wish to be notified of additional costs in the following manner (select one):

- E-mail operations@torgbrewery.com
- Fax _____
- USPS – Certified Mail

I, the undersigned, hereby apply for the considerations described above and declare that the information and materials submitted in support of this application are in compliance with adopted City policy and ordinance requirements are complete to the best of my knowledge.

I acknowledge that I have read the statement entitled "Application Fees and Expenses" as listed above.

I understand that this application will be processed in accordance with established City review procedures and Minnesota Statutes Section 15.99 as amended, at such time as it is determined to be complete. Pursuant to Minnesota Statutes Section 15.99, the City will notify the applicant within fifteen (15) business days from the filing date of any incomplete or other information necessary to complete the application. Failure on my part to supply all necessary information as requested by the City may be cause for denying this application.

Applicant: David B Torg Date: 26 MAR 2018
Owner: David B Torg Date: 26 MAR 2018

**NOTE: Applications only accepted with ALL required support documents.
See City Code**

Torg Brewery would like to add a deck to the existing building located at 8421 University Ave NE. The structural drawings and design of the deck are attached to building plans currently submitted to the city for the brewery build-out.

The proposed 735 sq ft. deck would be attached to the second story, northwest corner of the building and be used as a seasonal seating area for the taproom. It will be constructed of maintenance free decking, metal frame, wood posts, and metal railings. Neutral colors and natural wood colors will be used in decking material. Furnishings will include a limited number of benches, chairs, and small tables.

HOYT PROPERTIES

275 Market Street, Suite 439
Minneapolis, MN 55405

Legal Description

The South 130.00 feet of the following described parcel:

A tract of land in the Northwest Quarter of Section 2, Township 30, Range 24, Anoka County, Minnesota, described as follows:

Commencing at the Northeast corner of said Northwest Quarter and running thence West along the North line thereof a distance of 1,188.18 feet to the intersection with the East right of way line of State Trunk Highway No. 47 as presently established; thence South along said East right-of-way line a distance of 1,094.0 feet; thence East at right angles a distance of 30.0 feet to the actual point of beginning; thence continuing East a distance of **225.0 feet**; thence South and parallel to said East right-of-way line a distance of 294.0 feet; thence West at right angles a distance of 225.0 feet; thence North and parallel to said East right-of-way line a distance of 294.0 feet to the actual point of beginning. Except the South 78.0 feet of the North 141.0 feet of the West 102.0 feet thereof, together with appurtenant easement(s) for ingress and egress purposes contained in Document No. 1986426.013

See note (MN 6) below

Note Corresponding to Schedule B, Part II

- ① Item 1 - Not to our knowledge.
- ② Item 2 - Not to our knowledge.
- ③ Item 3 - Not to our knowledge.
- ④ Item 4 - Is not a survey issue.
- ⑤ Item 5 - Is not a survey issue.
- ⑥ Item 6 - Electric transmission line easement per doc. no. 303864 affects property as shown hereon.
- ⑦ Item 7 - Ingress and egress easement per doc. no. 1986426.013 affects property as shown hereon.
- ⑧ Item 8 - Is not a survey issue.

MISCELLANEOUS NOTES

- (MN 1) Legal description and easements per title commitment from Old Republic National Title Insurance Company, File No. 63420, dated May 11, 2017.
- (MN 2) Property Address: 8421 University Avenue, NE, Spring Lake Park, MN 55432
PID No. 02-30-24-21-0163
- (MN 3) Area of Parcel = 29250 sq.ft
- (MN 4) Property is in Flood Zone "X" (area of minimal flooding) per FEMA panel map number 27003C0382E, dated December 16, 2015.
- (MN 5) Per item 6 of certification: No zoning report or letter provided. Zoning information shown obtained thru City web site.
- (MN 6) Title commitment shows distance call of 125.0 feet

ALTA/NSPS Land Title Survey

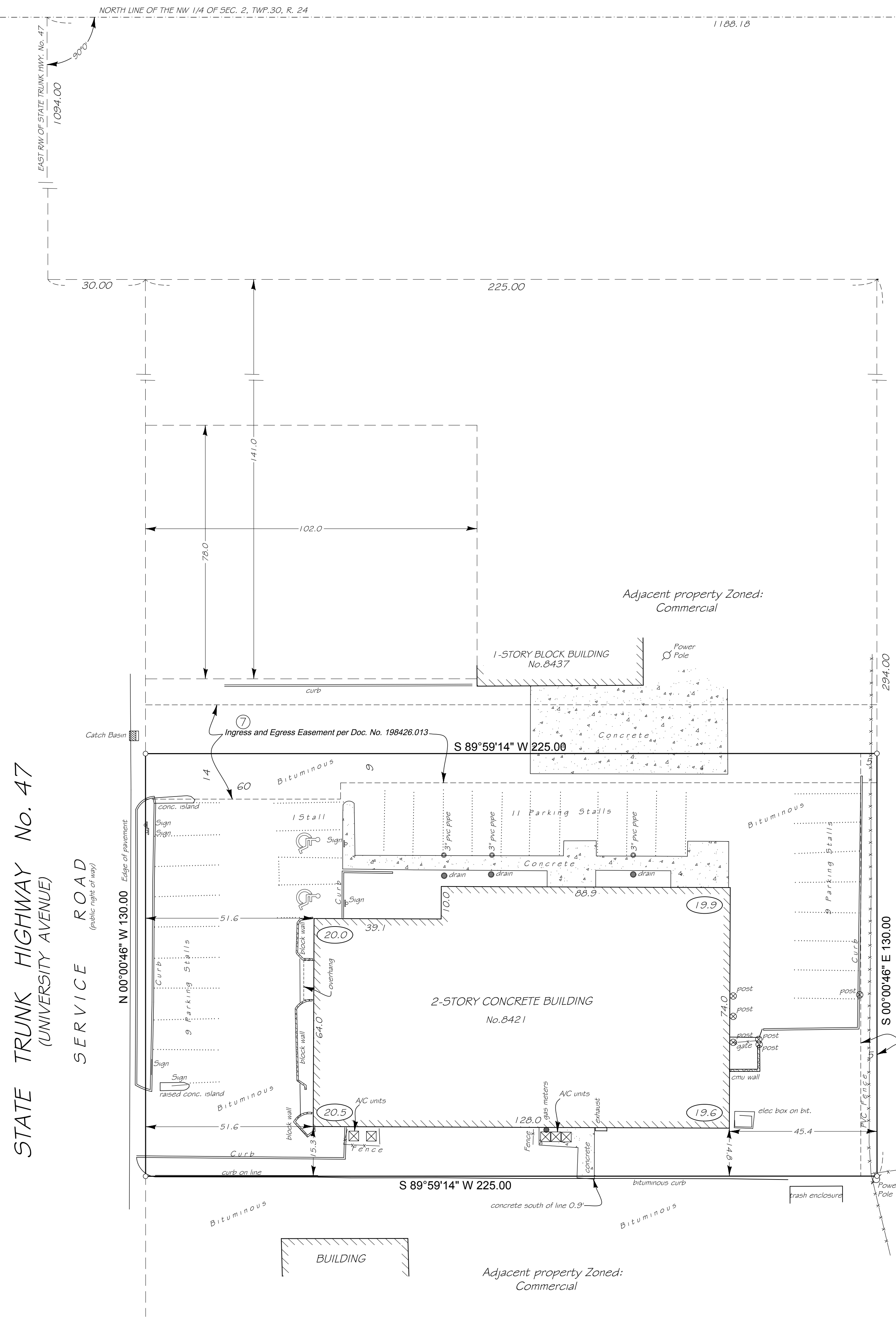
To Gordon Lee Properties, LLC, a Minnesota limited liability company and Old Republic National Title Insurance Company as follows:

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2016 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA, and NSPS, and includes Items 1, 2, 3, 4, 6(b), 7(a)(c), 8, 9 and 11 of Table A thereof. The field work was completed on June 25, 2017.

Dated this 7th day of July, 2017.

Prepared by:
The Gregory Group, Inc. d.b.a.
Lot Surveys Company
7601 73rd Avenue N.
Brooklyn Park, MN 55428
phone 763-560-3093
fax 763-560-3522

Signature: 
Gregory R. Prash Registration No. 24992



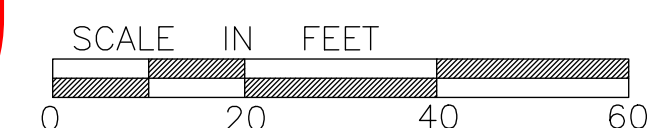
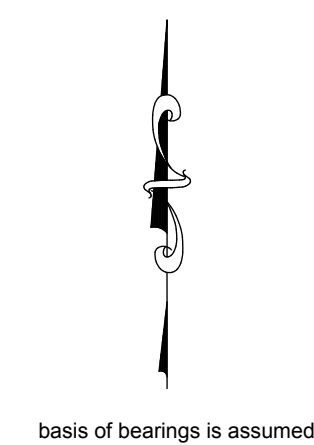
Current Zoning Information

Source of Information: City of Spring Lake Park web site			
City Address: 1301 81st Avenue NE, Spring Lake Park, MN 55432			
City Phone: (763) 784-6491			
Zoning District(s): C-2			
Zoning Definition: Service Central Commercial			
Building Setback Requirements			
	Observed	Required	Notes
Front Yard Setback	51.6 Feet	40 Feet	
Side Yard Setback	14.8 Feet	15 Feet	N/A
Rear Yard Setback	45.4 Feet	30 Feet	
Parking Tabulation			
	Observed	Required	Notes
Regular Spaces	30	see note	Parking requirements dependent on use of property.
Handicapped Spaces	2	see note	
Total Parking Spaces	32	see note	
Height Restrictions			
	Observed	Max. Allowed	Notes
Maximum Height	20.5	see note	2 stories or 35 feet
Bulk Restrictions			
	Observed	Required	Notes
Lot Area	29250 Sq. Ft.	not listed	N/A
Impervious surface %	not meas.	75% max	
Other:	N/A	N/A	

NOTE: Because there may be a need for further interpretation of the applicable zoning codes, we refer you to the above referenced municipality and the applicable zoning codes.

Legend of Symbols & Abbreviations

- LEGEND**
- Steel Post
 - Denotes Iron Monument Set
 - Denotes Iron Monument Found
 - Light
 - Hydrant
 - Power Pole
 - Catch Basins
 - Manhole
 - Fence
 - Overhead Wires
 - Sanitary Sewer
 - Storm Sewer
 - Watermain
 - Gas Main
 - Easement Line
 - Building Line
 - Denotes height of building to adjacent ground



REVIEWED FOR CODE COMPLIANCE
City of Spring Lake Park, Minnesota

BARRY L. BRAINARD #1299 3-16-2018

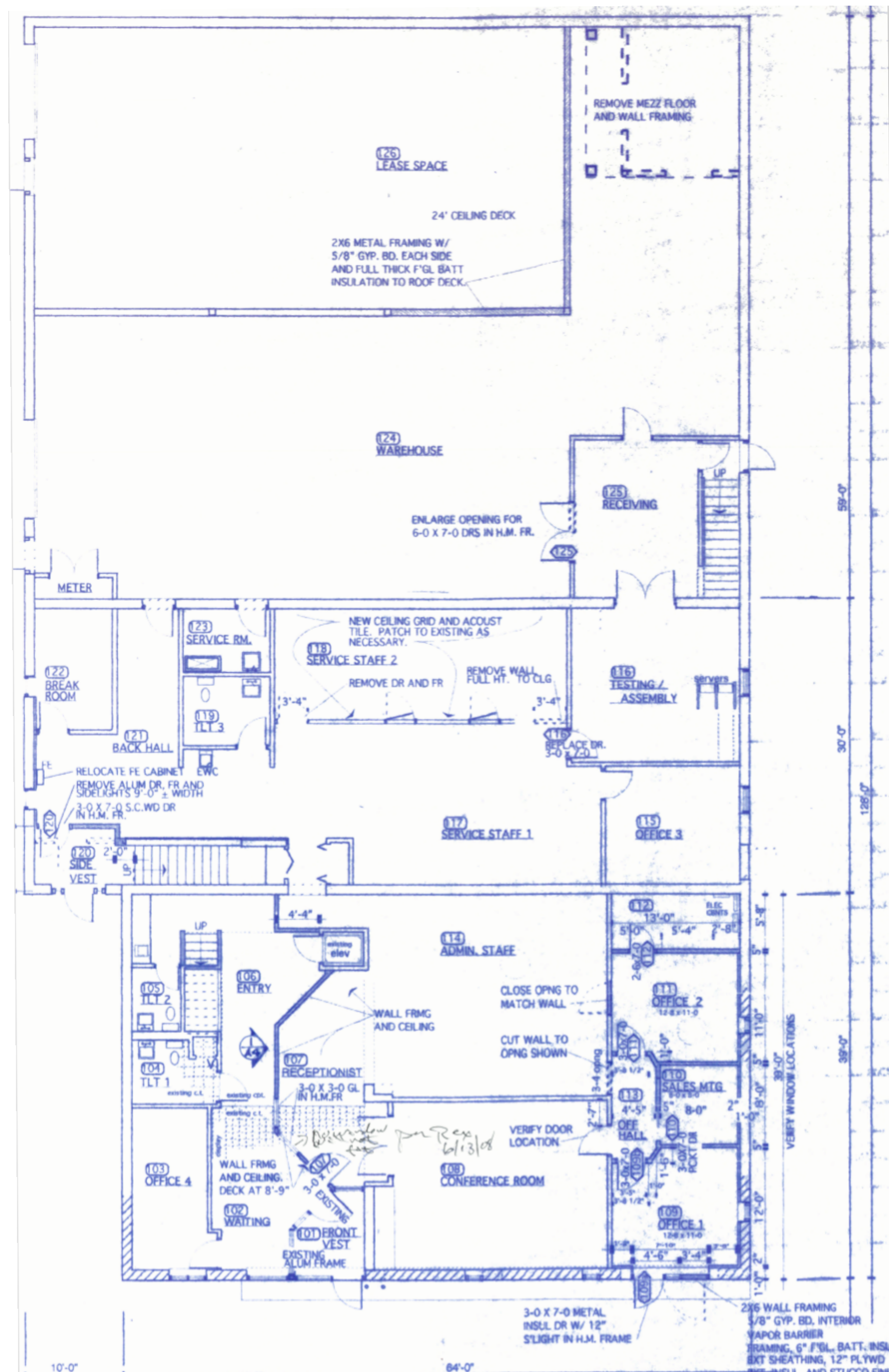
Reviewer Date

Plan review was conducted in accordance with the current Minnesota State Building Code. Plan review does not waive any additional code compliance issues found on site.

Adjacent properties Zoned: Residential

Adjacent property Zoned: Commercial

Adjacent property Zoned: Commercial

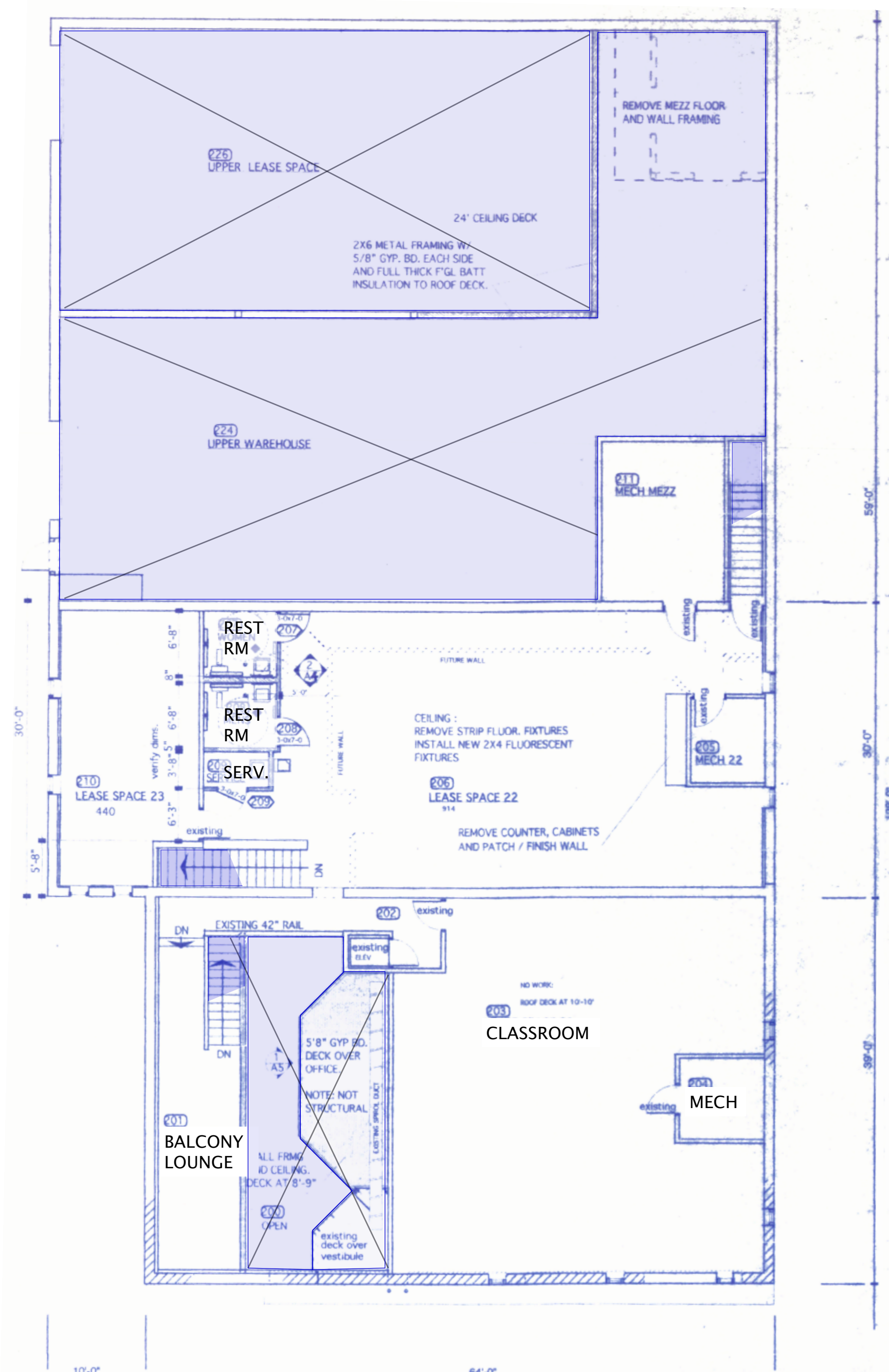


PLAN - ENTRY LEVEL
1/8" = 1'-0"

EXISTING FIRST FLOOR PLAN
1" = 16'-0"

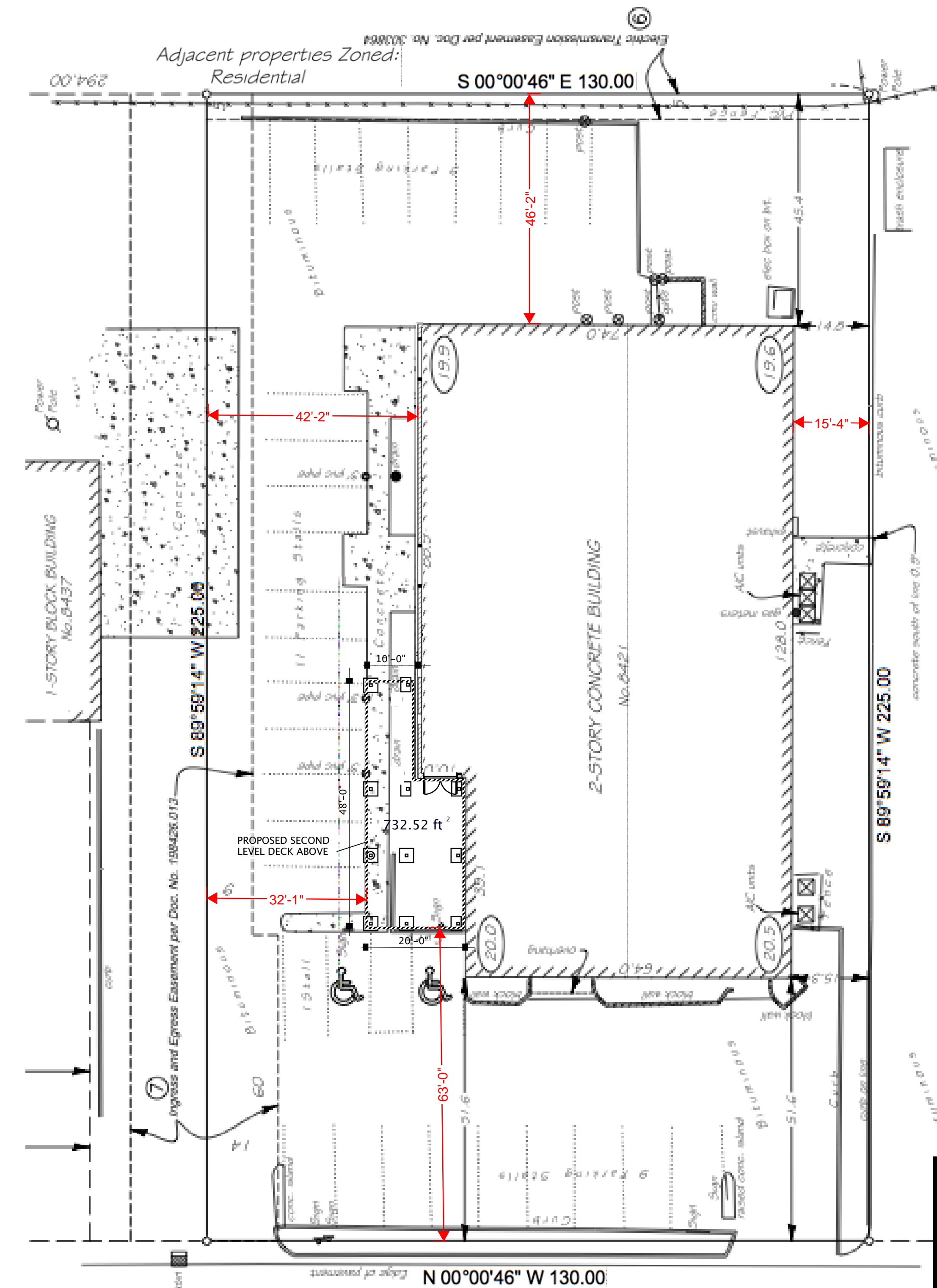


WEST ELEVATION
1/8" = 1'-0"



PLAN - UPPER LEVEL
1/8" = 1'-0"

EXISTING SECOND FLOOR PLAN
1" = 16'-0"



SERVICE ROAD
(public right of way)

STATE TRUNK HIGHWAY No. 47
(UNIVERSITY AVENUE)

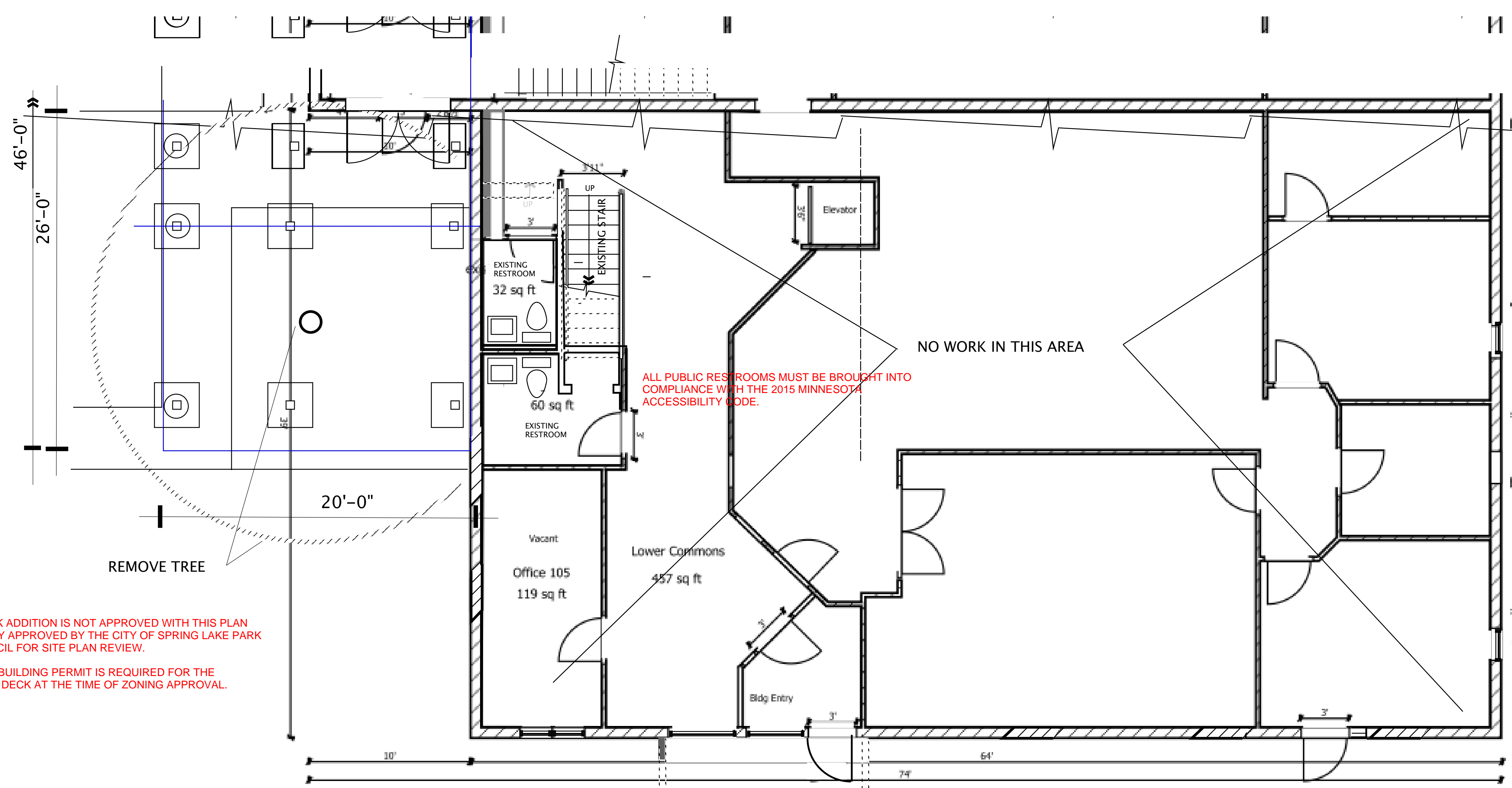
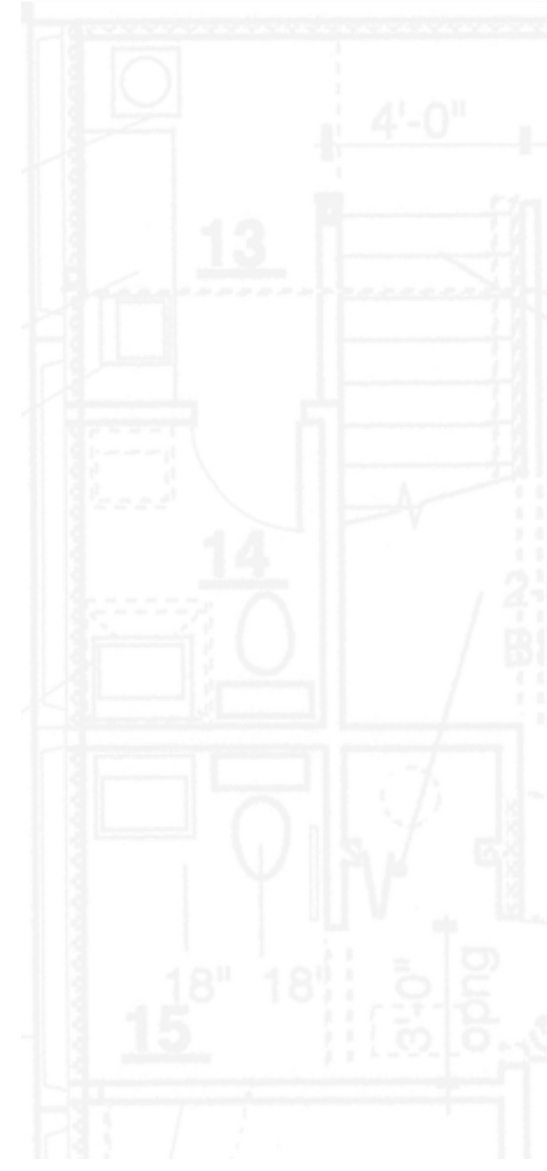
PROPOSED SITE PLAN
1" = 16'-0"

NOTE: DECK ADDITION IS NOT APPROVED WITH THIS PLAN UNTIL FULLY APPROVED BY THE CITY OF SPRING LAKE PARK CITY COUNCIL FOR SITE PLAN REVIEW.
SEPERATE BUILDING PERMIT IS REQUIRED FOR THE PROPOSED DECK AT THE TIME OF ZONING APPROVAL.

REVIEWED FOR CODE COMPLIANCE
City of Spring Lake Park, Minnesota
BARRY L. BRAINARD #1299 3-16-2018
Reviewer Date
Plan review was conducted in accordance with the current Minnesota State Building Code. Plan review does not waive any additional code compliance issues found on site.

PHILLIP D. JOHNSON
architect
9116 34th Avenue North
Minneapolis, MN 55412
763-545-1072

8421 UNIVERSITY AVENUE
SPRING LAKE PARK, MN



NOTE: DECK ADDITION IS NOT APPROVED WITH THIS PLAN UNTIL FULLY APPROVED BY THE CITY OF SPRING LAKE PARK CITY COUNCIL FOR SITE PLAN REVIEW.

SEPERATE BUILDING PERMIT IS REQUIRED FOR THE PROPOSED DECK AT THE TIME OF ZONING APPROVAL.

ALL PUBLIC RESTROOMS MUST BE BROUGHT INTO COMPLIANCE WITH THE 2015 MINNESOTA ACCESSIBILITY CODE.

NO WORK IN THIS AREA

REMOVE TREE

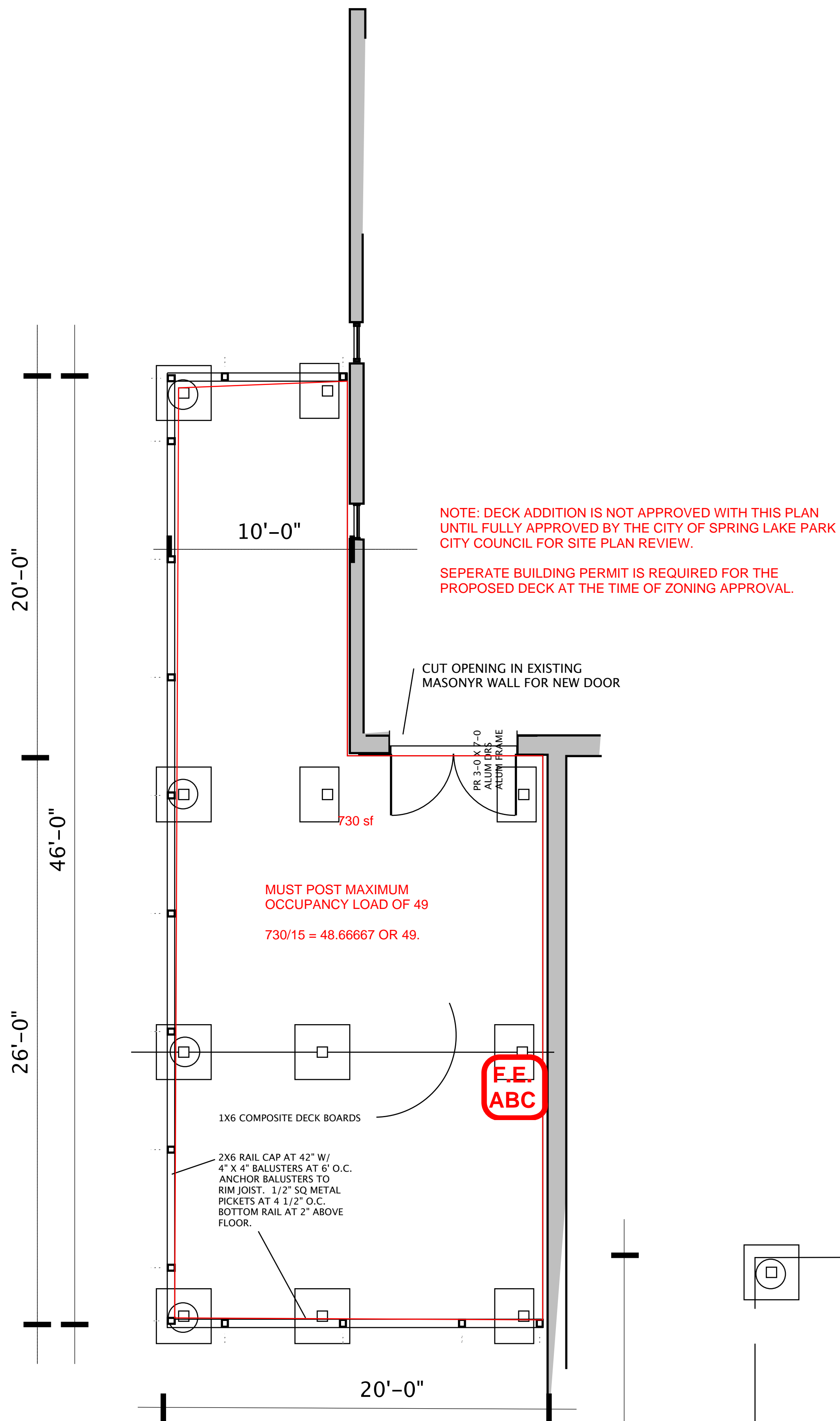
ENTRY LEVEL FLOOR PLAN
1/4" = 1'-0"



REVIEWED FOR CODE COMPLIANCE
City of Spring Lake Park, Minnesota

BARRY L. BRAINARD #1299 3-16-2018
Reviewer Date

Plan review was conducted in accordance with the current Minnesota State Building Code. Plan review does not waive any additional code compliance issues found on site.



DECK PLAN ABOVE ENTRY
1/4" = 1'-0"

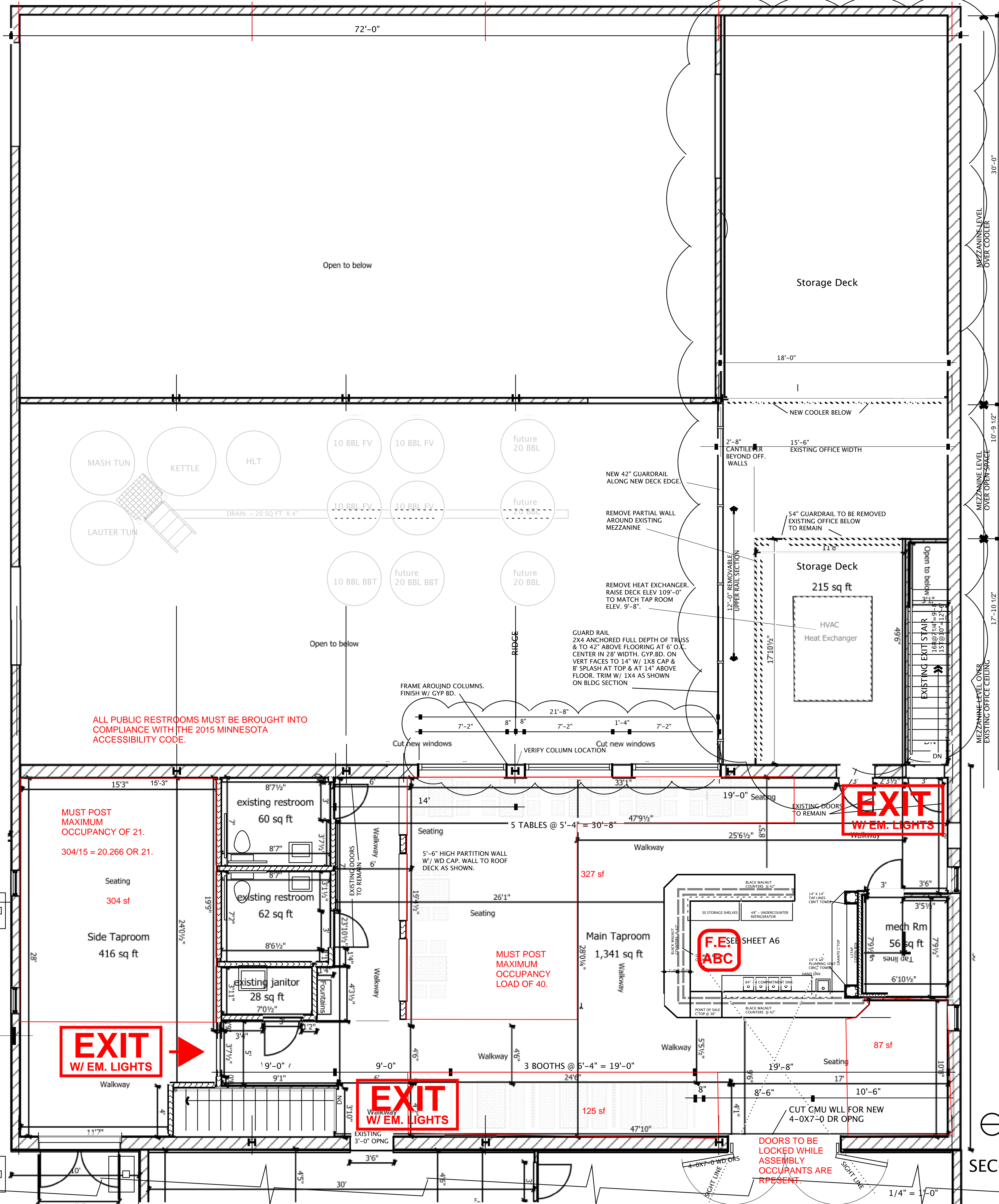
SECOND LEVEL FLOOR PLAN
1/4" = 1'-0"

NOTE: DECK ADDITION IS NOT APPROVED WITH THIS PLAN UNTIL FULLY APPROVED BY THE CITY OF SPRING LAKE PARK CITY COUNCIL FOR SITE PLAN REVIEW.

SEPERATE BUILDING PERMIT IS REQUIRED FOR THE PROPOSED DECK AT THE TIME OF ZONING APPROVAL.

MUST POST MAXIMUM OCCUPANCY LOAD OF 49
730/15 = 48.66667 OR 49.

F.E. ABC



ALL PUBLIC RESTROOMS MUST BE BROUGHT INTO COMPLIANCE WITH THE 2015 MINNESOTA ACCESSIBILITY CODE.

EXIT
W/ EM. LIGHTS

EXIT
W/ EM. LIGHTS

EXIT
W/ EM. LIGHTS

F.E. SHEET A6
ABC

REVIEWED FOR CODE COMPLIANCE
City of Spring Lake Park, Minnesota

BARRY L. BRAINARD #1299 3-16-2018
Reviewer Date

Plan review was conducted in accordance with the current Minnesota State Building Code. Plan review does not waive any additional code compliance issues found on site.

TAP ROOM PLAN
1/4" = 1'-0"

SECOND LEVEL

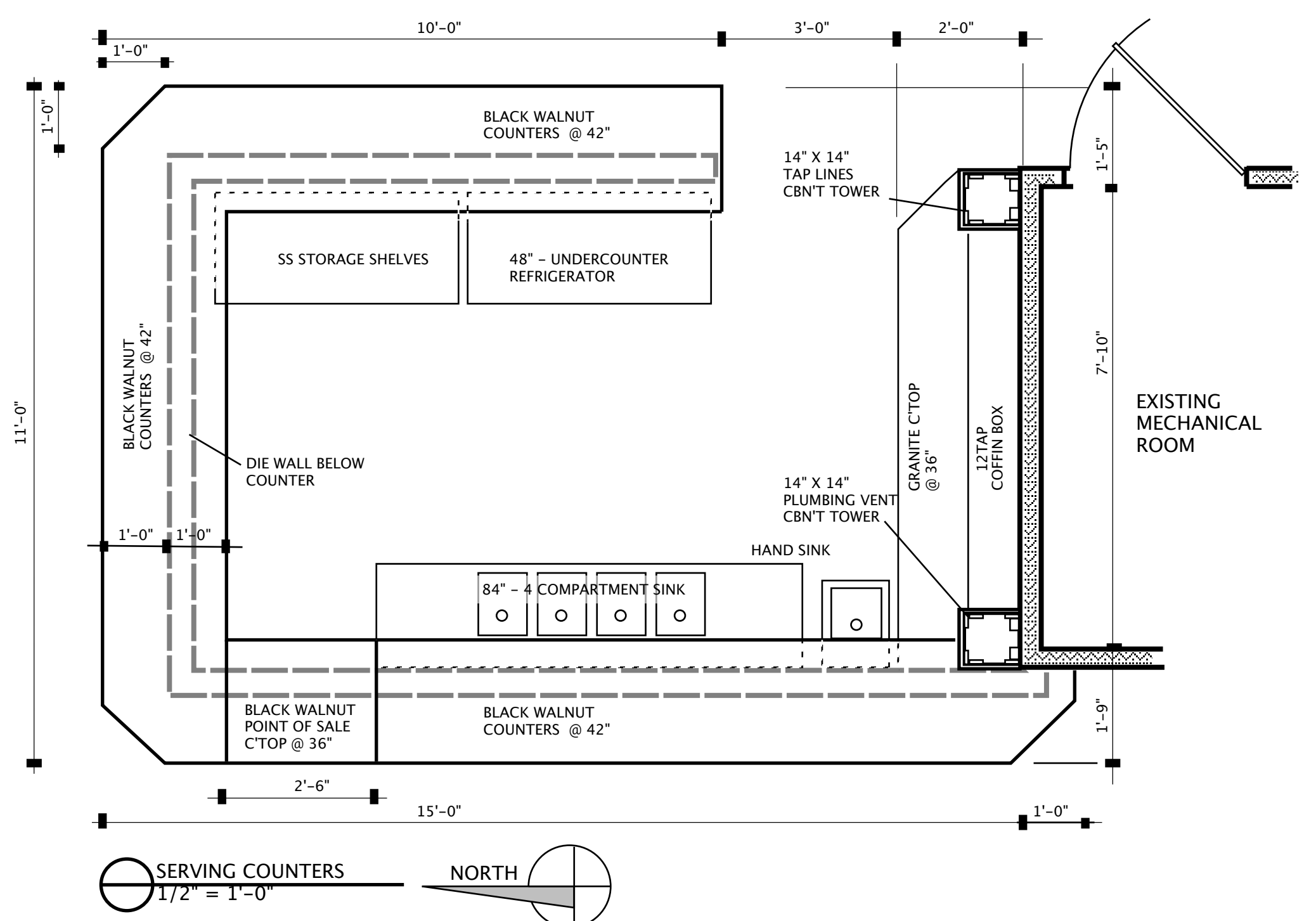
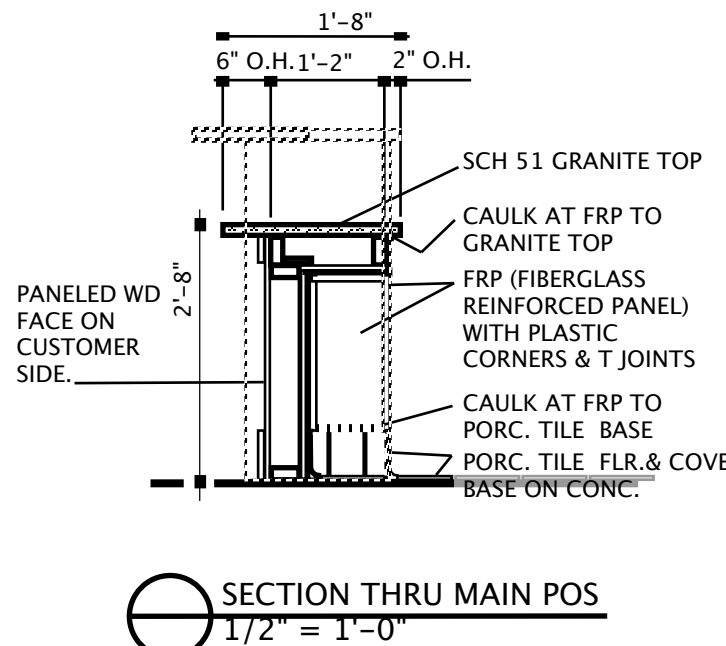
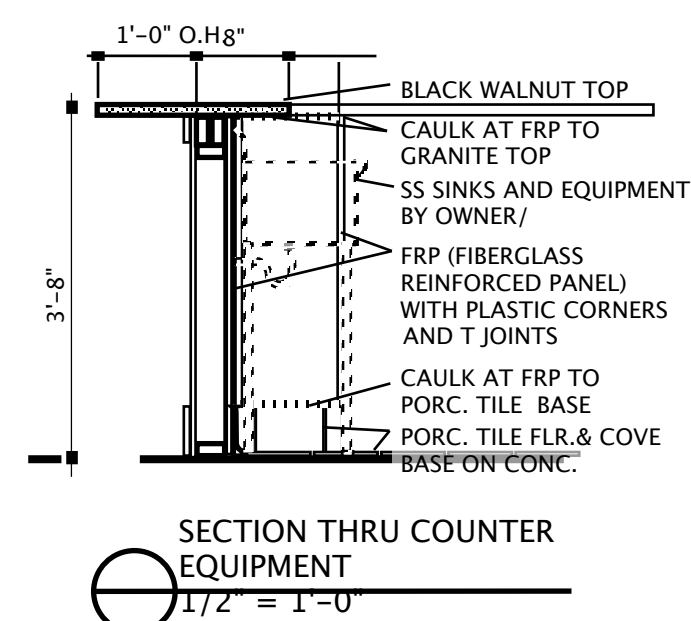
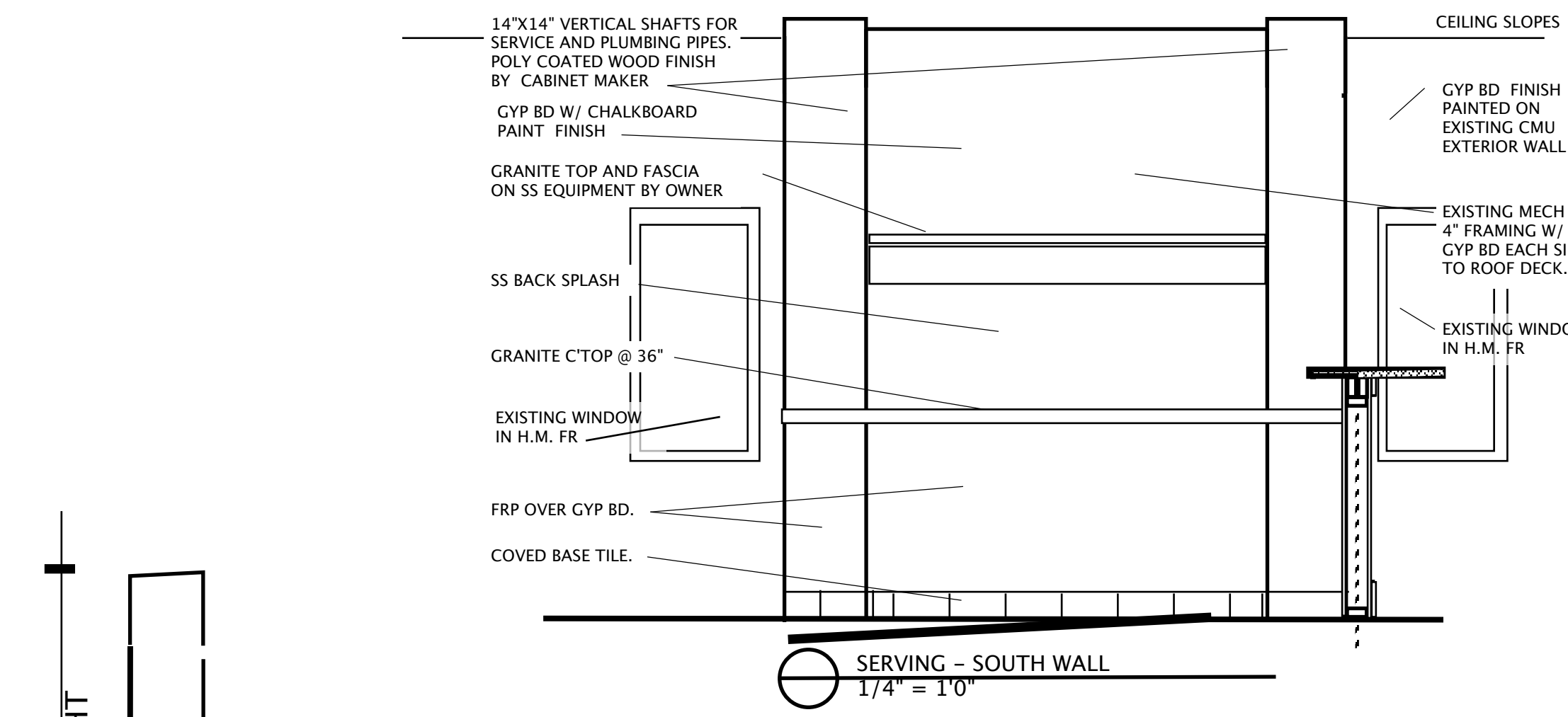
2ND LEV PLAN
EAST
A 4

8421 UNIVERSITY AVENUE
SPRING LAKE PARK, MN

PHILLIP D. JOHNSON
architect
9116 34th Avenue North
Minneapolis, MN 55427
763-945-1072

I HEREBY CERTIFY THAT THIS IS AN ACCURATE AND COMPLETE 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.

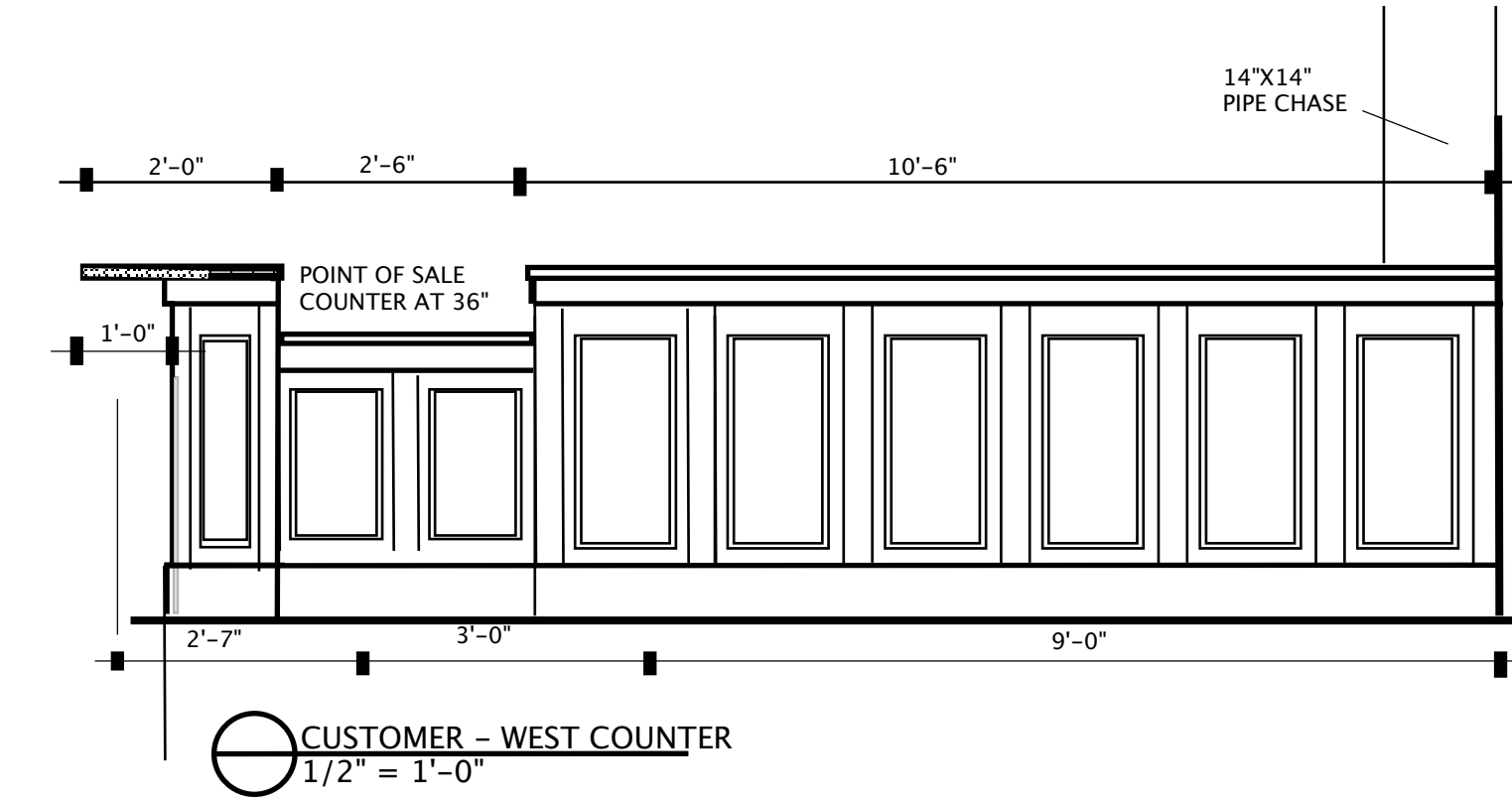
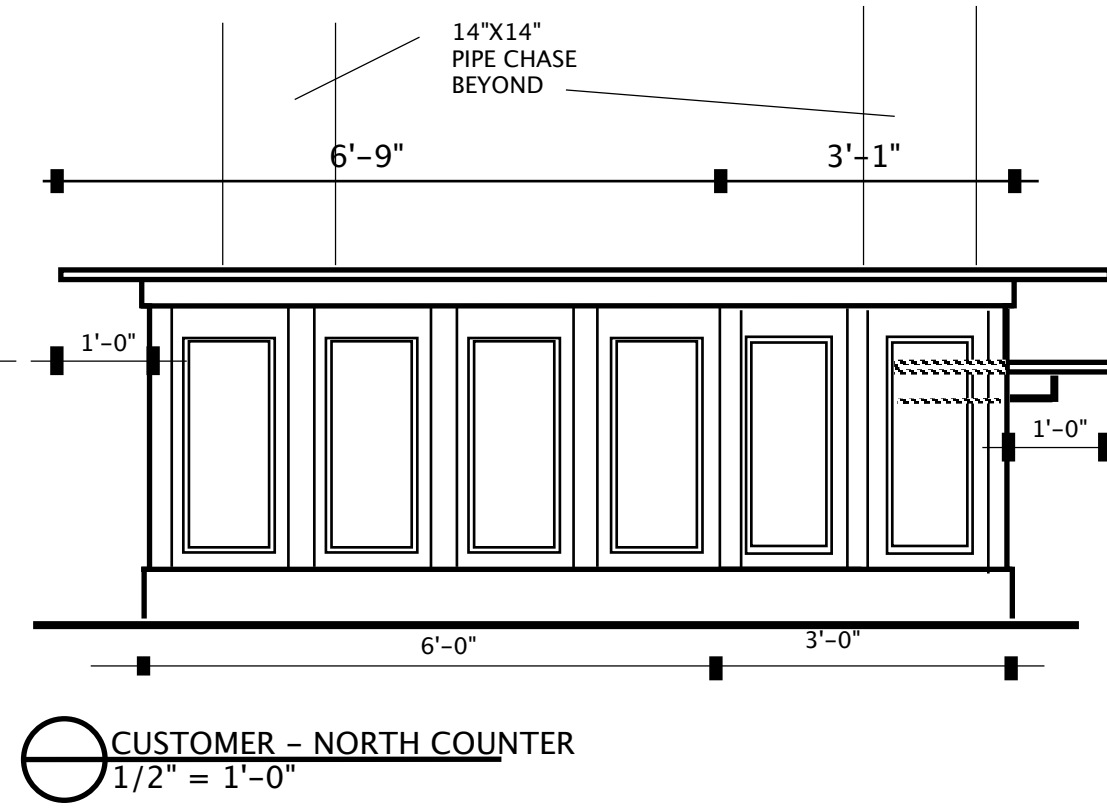
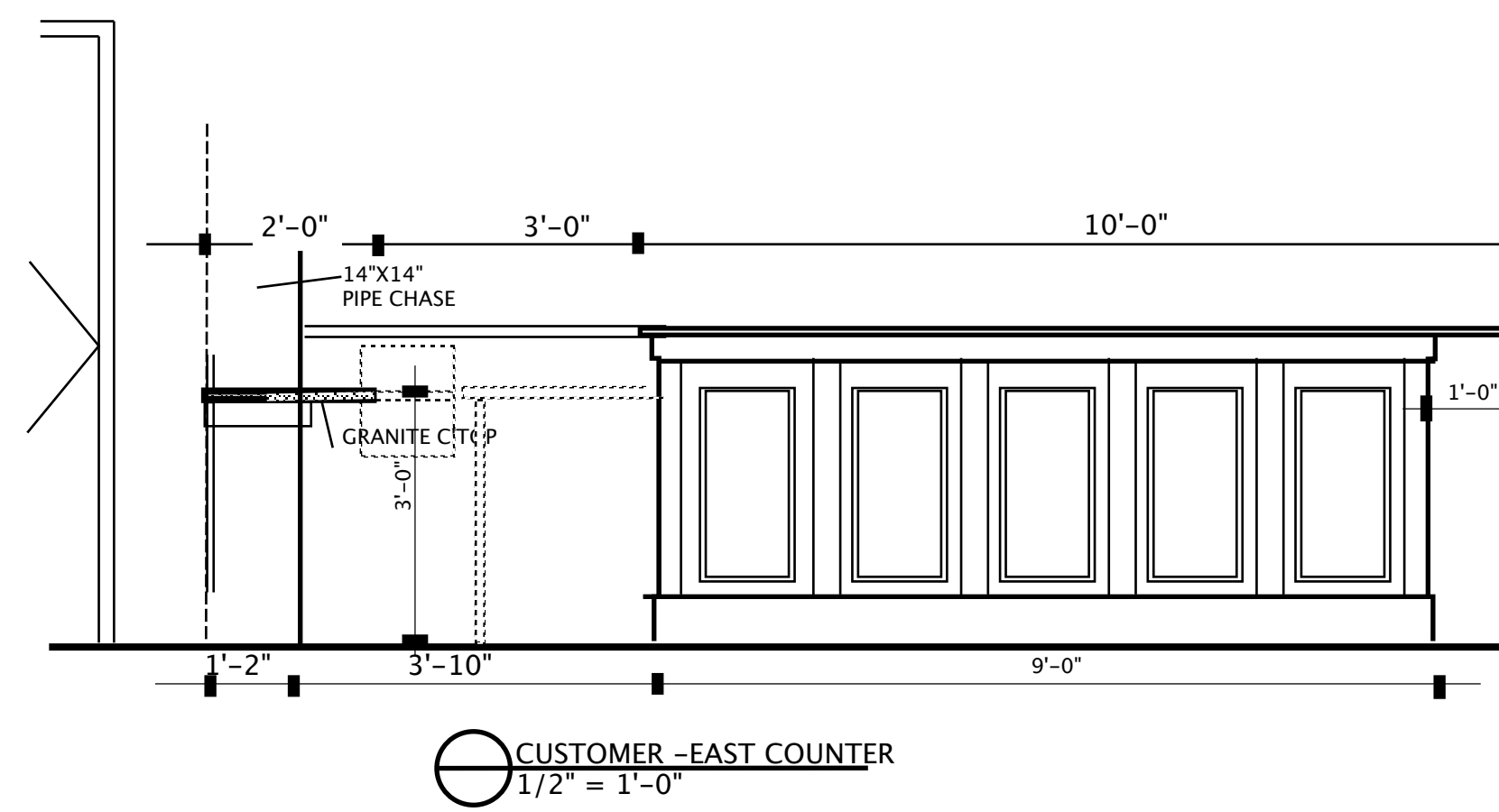
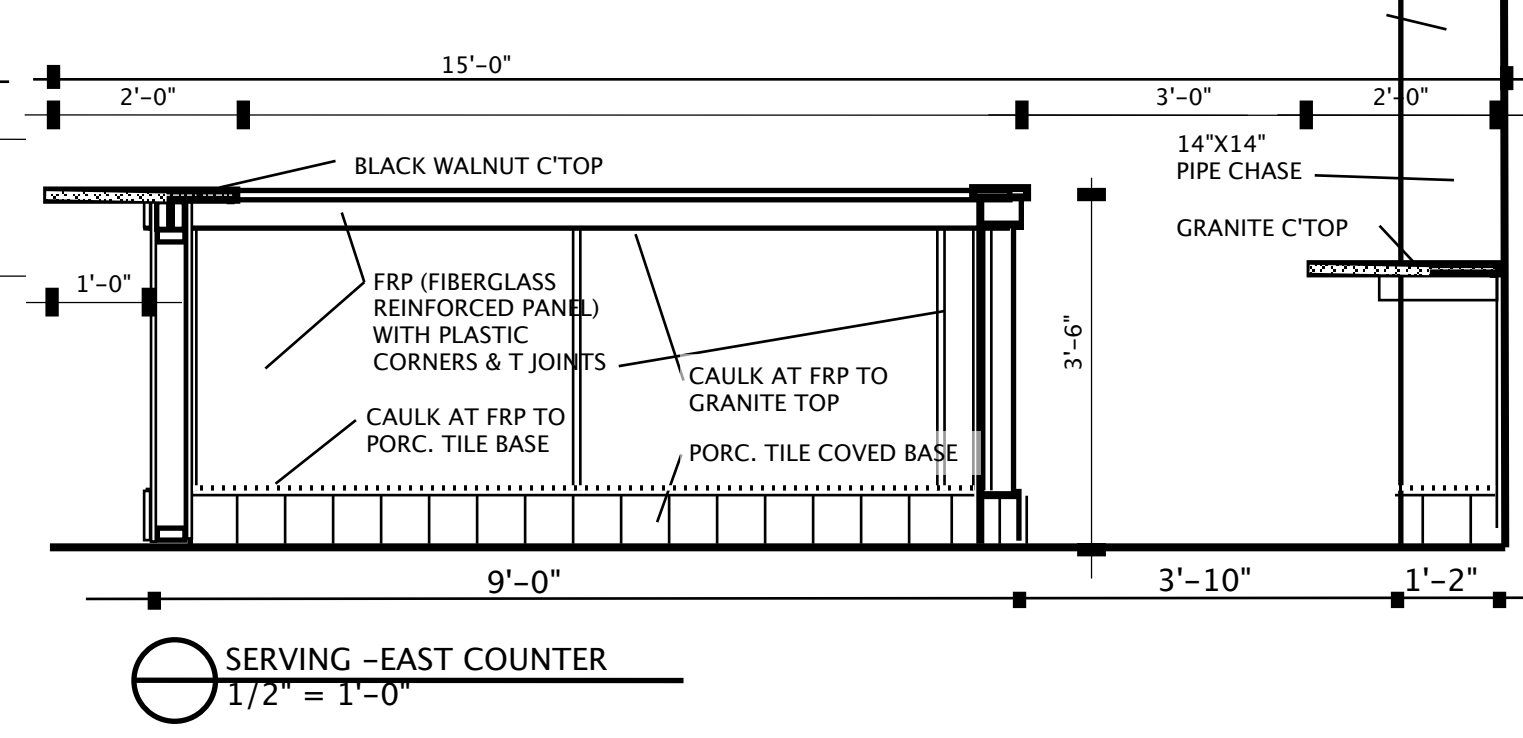
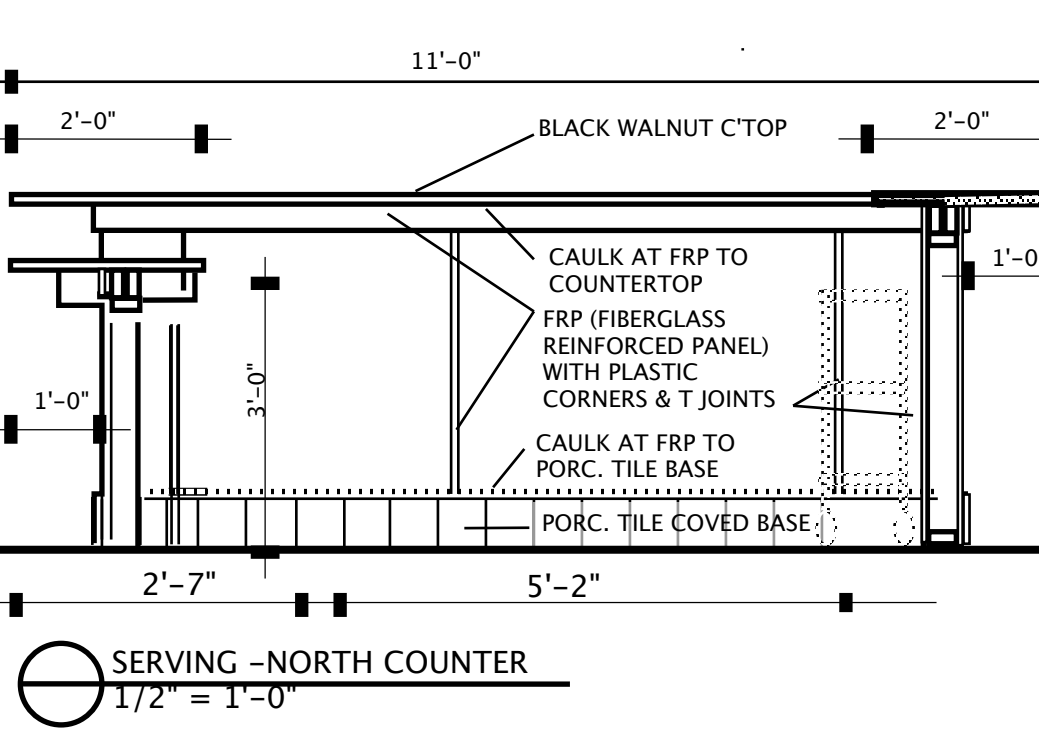
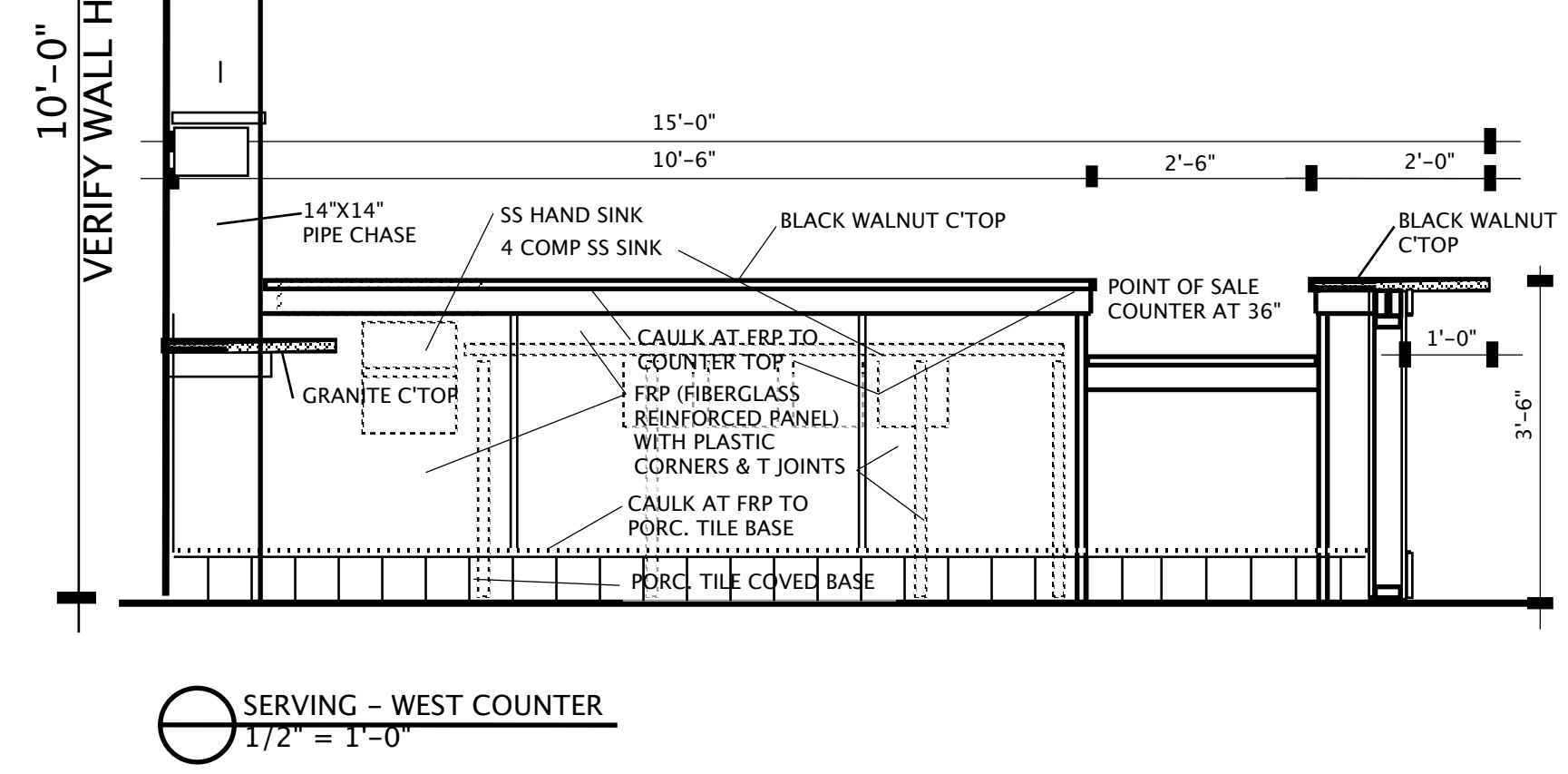
PHILLIP D. JOHNSON
NO. 10823



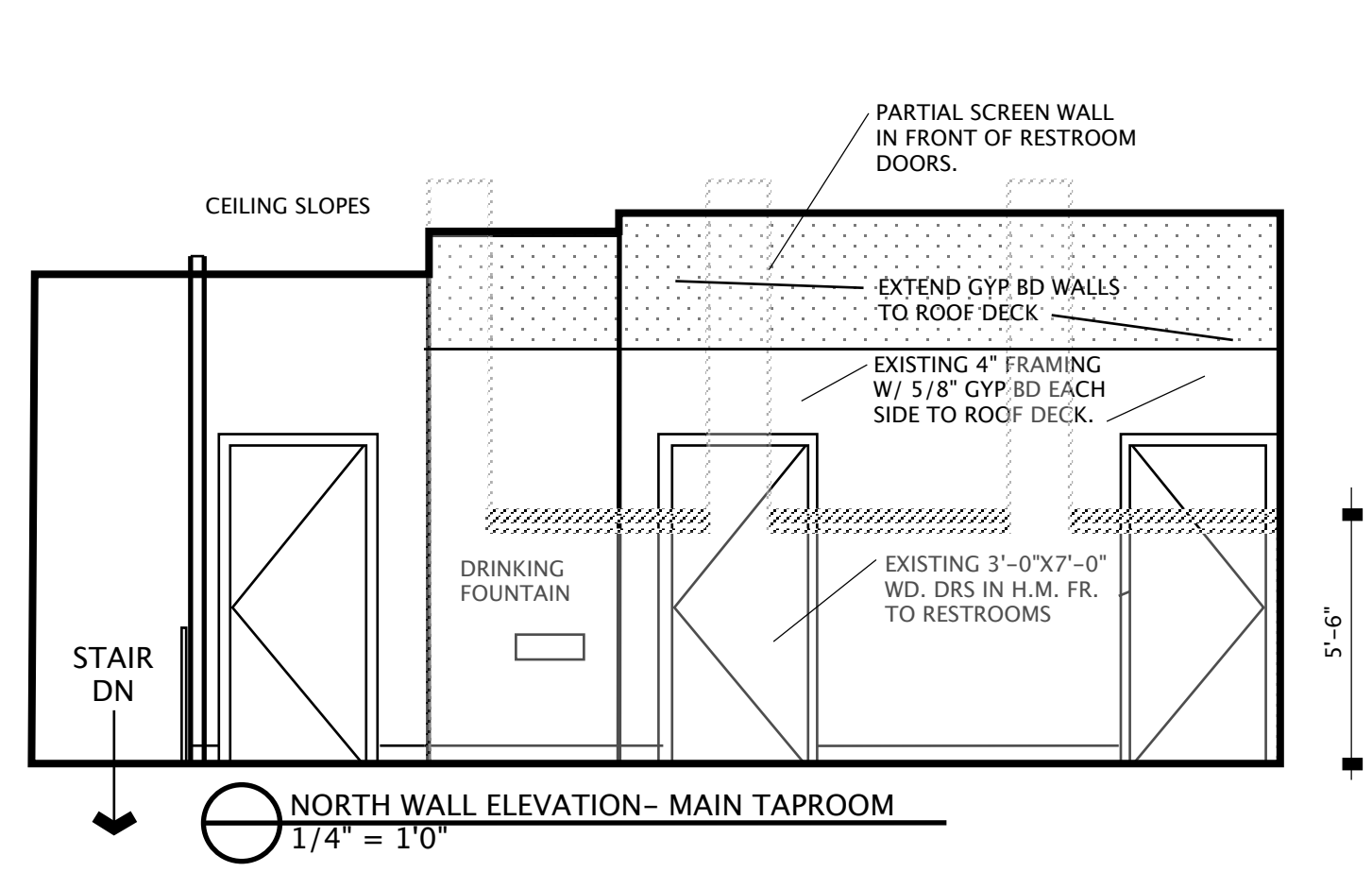
Black walnut counters and granite sch 51 at the back bar area. Interior finish of the bar area below the counter is FRP sealed to cove base and quarry tile floor. Stainless steel four compartment sink includes the dump sink. Undercounter SS wire storage shelves. Hand sink w/ towel dispenser, two dr. cooler and waste baskets. Included in the front counter is a point of sales location with register at handicap accessible height. All equipment is to be on 6" SS legs or casters to relocate for cleaning.

SERVING AREA

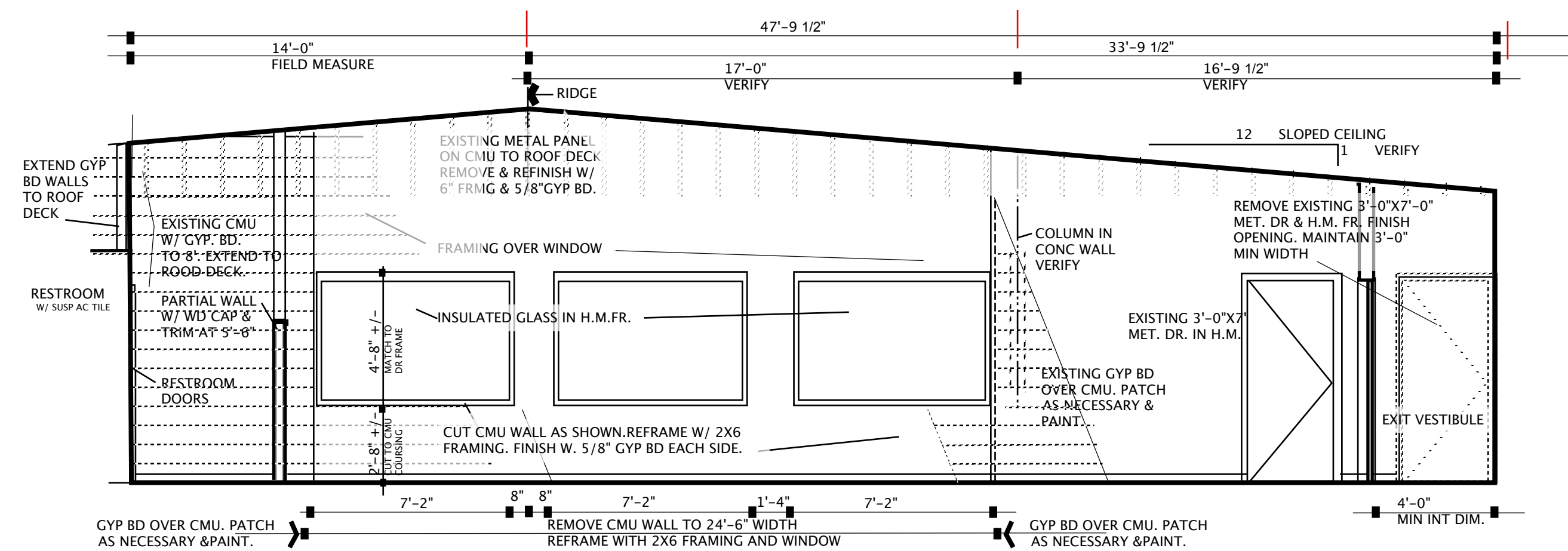
NSF EQUIPMENT	MENU
HAND WASH	
DUMP SINK	
3 COMP SINK	
REFRIGERATOR	
DISHWASHER	
TAPS	
COUNTERTOPS	FINISHES around serving area
C'TOP SUPPORT	floors sealed conc.
SHELVING	s wall fiberglass reinf panel
	c'top
	below counter



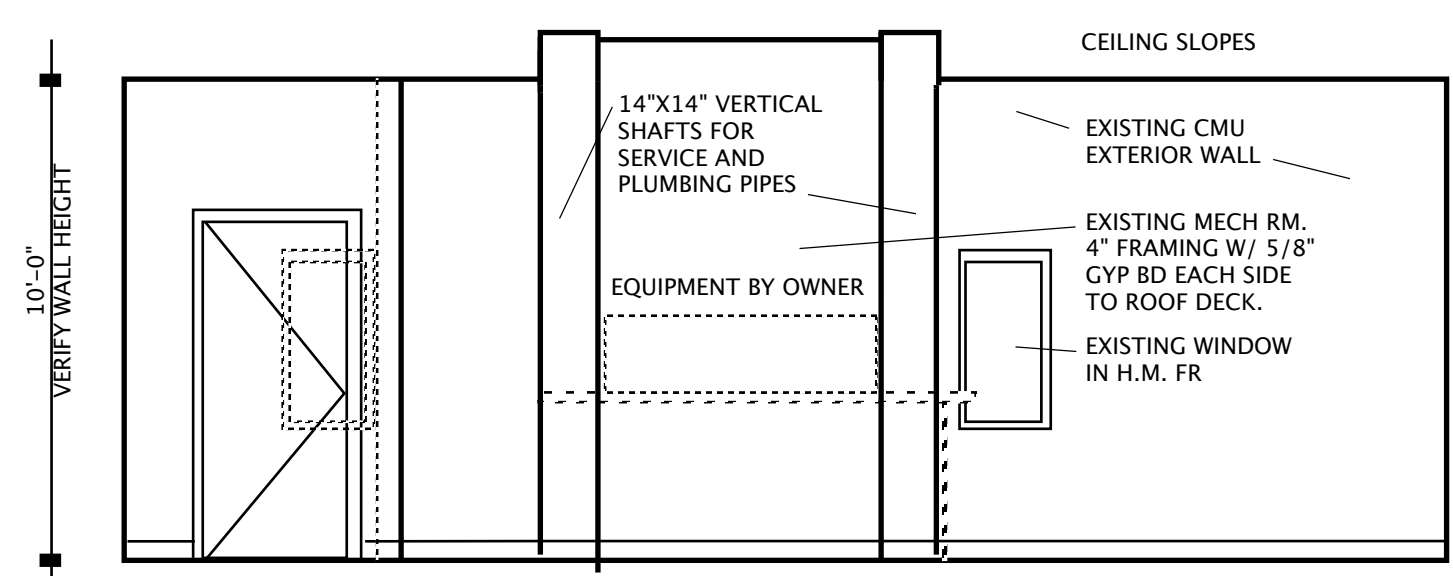
REVIEWED FOR CODE COMPLIANCE
 City of Spring Lake Park, Minnesota
 BARRY L. BRAINARD #1299 3-16-2018
 Reviewer Date
 Plan review was conducted in accordance with the current Minnesota State Building Code. Plan review does not waive any additional code compliance issues found on site.



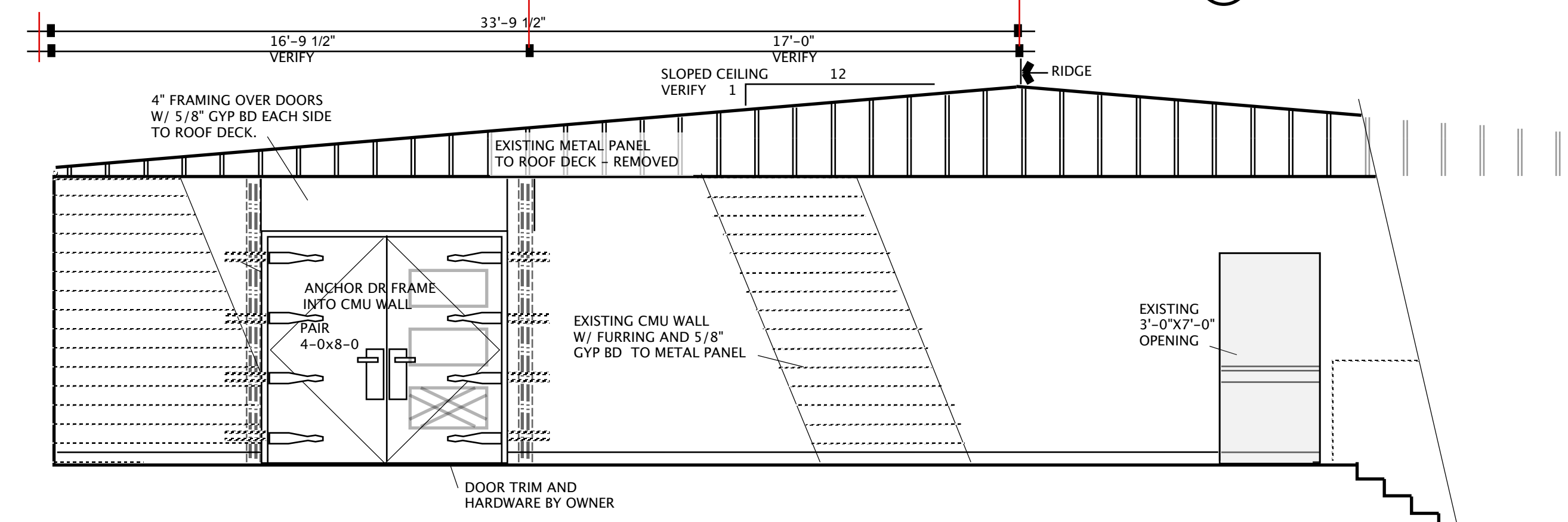
NORTH WALL ELEVATION - MAIN TAPROOM
 1/4" = 1'0"



EAST WALL ELEVATION - MAIN TAPROOM
 1/4" = 1'0"



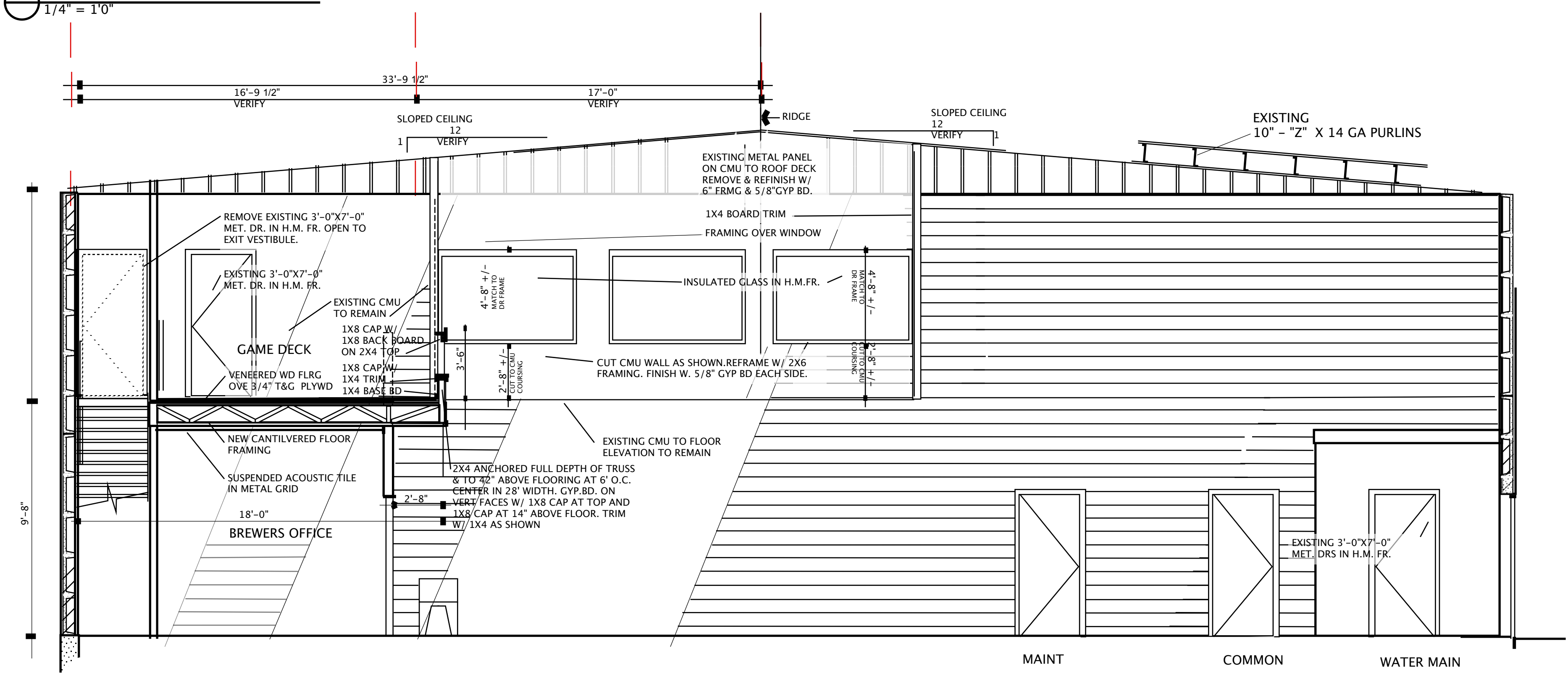
SOUTH WALL ELEVATION - MAIN TAPROOM
 1/4" = 1'0"



WEST WALL ELEVATION - MAIN TAPROOM
 1/4" = 1'0"

NOTE: DECK ADDITION IS NOT APPROVED WITH THIS PLAN UNTIL FULLY APPROVED BY THE CITY OF SPRING LAKE PARK CITY COUNCIL FOR SITE PLAN REVIEW.

SEPERATE BUILDING PERMIT IS REQUIRED FOR THE PROPOSED DECK AT THE TIME OF ZONING APPROVAL.



WEST WALL ELEVATION - BREWERY PRODUCTION
 1/4" = 1'0"

8421 UNIVERSITY AVENUE
 SPRING LAKE PARK, MN

REVIEWED FOR CODE COMPLIANCE
 City of Spring Lake Park, Minnesota

BARRY L. BRAINARD #1299 3-16-2018
 Reviewer Date

Plan review was conducted in accordance with the current Minnesota State Building Code. Plan review does not waive any additional code compliance issues found on site.

INT. ELEV.
 A7



Memorandum

To: Mayor Hansen and Members of the City Council

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

Date: April 11, 2018

Subject: Special Event Permit – Minnesota Soda Festival

The City of Spring Lake Park has received a special event permit application from Blue Sun Soda Shop for the “Minnesota Soda Festival” which would be held on Saturday, August 4, 2018 from 10am to 7pm at 1625 County Highway 10 NE.

Admission to the soda festival is free. Attendees will pay \$0.25 per ticket to use toward the purchase of soda samples. The applicant will not be serving alcohol. Food will be provided through the use of food truck vendors. The applicant will be bringing in portable toilets as well as trash and recycling containers. The event will conclude by 7:00pm, which is well within the time set forth under the City’s noise ordinance.

The applicant has secured a parking agreement with Brad Povlitzki, where attendees will park at the former Pov’s on 65 facility and be shuttled to the event.

Staff has reviewed the special event permit and provide the following comments:

Police

- Event sponsor will need to address staffing at shuttle location
 - Organize at parking location a dedicated spot for pick up and drop off of event attendees.
 - Provide staffing for a safe pedestrian route for foot traffic for those who choose not to wait for shuttle.
- Event sponsor will need to provide staffing to address event attendees’ parking on local streets (ex. 83rd Avenue, Sunset Road, Westwood Road, County Road 10, etc)
- Event sponsor will need to have staff to address pedestrian foot traffic from local roads and County Road 10.
- Event sponsor should have an alternative location for park and ride, in the event that the current location (that is currently up for sale) is sold.
- Event sponsor will comply with all City Code Enforcement and Public Works Requirements

Code Enforcement

- If tent exceeds 200 square feet, a pre-event fire inspection must be conducted (fee has been paid)
- Event site plan indicates a 20 foot fire lane around the entire building and outdoor even equipment. Signs must be posted to assure no parking will be permitted at front, sides and rear fire access lanes.
- Event application indicates four portable toilets. Two of the four portable toilets must be handicap accessible for compliance with the Minnesota Accessibility Code.
- Food truck must have all applicable Minnesota Department of Health license available at the site at the time of pre-event inspection.
- All exterior electrical wiring is required to have ground fault capabilities and exterior wire gauge.
- Should this special event produce outdoor assemblages of 1,000 or more people, the event applicant must conform to the Public Assemblages and Events handout requirements.

Public Works - *no comments provided.*

Administration

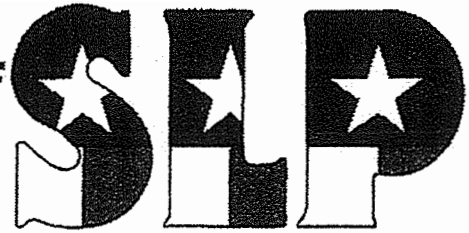
- Event sponsor shall notify adjacent property owners of the special event at least 60 days prior to the event.
- A certificate of insurance must be provided to the City no later than 60 days prior to the date of event, with the City of Spring Lake Park listed as a Certificate Holder.

Staff recommends approval of the special use permit, subject to the conditions listed above.

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

City of Spring Lake Park

1301 Eighty First Avenue Northeast
 Spring Lake Park, Minnesota 55432
 763-784-6491 * info@slpminn.org



Special Event Permit Application/Checklist

Application and fee must be filed with the City at least 45 days in advance of the date in which the Special Event is to occur. Applications should be sent to City of Spring Lake Park, Attn: Daniel Buchholtz.

PROPERTY INFORMATION	
Property Address	11625 County Highway 10 NE
Property Legal Description	*SEE ATTACHED
Property ID Number	01-30-24-14-0002
PROPERTY OWNER INFORMATION	
Owner Name	MM Real Estate Holdings
Owner Address	11625 Cty Hwy 10 Ste D, Spring Lake Park
Owner Phone	612-840-3240
Owner E-mail	mark@bluesunsodashop.com
APPLICANT INFORMATION	
Applicant Name	Blue Sun Soda Shop / Mark Lazarchip
Applicant Address	11625 Cty Hwy 10 Ste D, Spring Lake Park
Applicant Phone	612-840-3240
Applicant E-mail	mark@bluesunsodashop.com
EVENT INFORMATION	
Name of Event	Minnesota Soda Festival
Location/Address of Event	11625 County Highway 10 NE
Dates & Times of Event	August 4th 2018, 10am to 7pm
REQUIRED SUBMITTALS	

This application is not considered complete until the following materials have been submitted. Failure to submit any or all of the required materials may result in a delay or denial of your permit. Please attach separate pages as necessary.

- Admission Fee / Rental Fee / Donation Requested \$ _____
- Food / Alcohol being served _____
- Special City Services Requested (road closure, security, traffic control, etc)
- Copies of any required State, County or other local government license or permit (liquor, gambling, etc.)
- Certificate of Insurance (must name the city as an additional insured, see insurance requirements)
- Any Public Health Plans (water supply, solid waste collection, toilet facilities, etc.)
- Emergency Plans (fire prevention, emergency medical, severe weather, etc.)
- Site Layout
- Security Plans
- Traffic / Parking Plans
- Sound / Noise Plan

INSURANCE CARRIER FOR EVENT

A certificate of insurance naming the City of Spring Lake Park as an additional insured **must be submitted at least 10 days prior to the event start date.** Amount of insurance required is \$1,000,000.

Name of Insurance Carrier _____ Policy # _____

PROPERTY OWNER'S STATEMENT

I am the fee title owner of the described property and I agree to this application. I certify that I am in compliance with all ordinance requirements and conditions regarding other City approval that had been previously granted.

Signature: _____

Date: 3-6-18

APPLICANT'S STATEMENT

The application shall be processed in my name and I am the party whom the City should contact regarding the application. I have completed all of the applicable filing requirements and I hereby acknowledge that I have read and fully understand the applicable provisions of the City Ordinances and current policies related to this application and that the documents and information I have submitted are true and correct.

Signature: _____

Date: 3-6-18

CITY APPROVAL

Conditions for Approval: _____

DEPARTMENTAL ROUTING

City Administrator

Police

Public Works

4.11.18 BB

Code Enforcement

4.11.18 BB

Fire Department (if required)

COUNCIL ACTION

Approved Denied Date: _____

DISAPPROVAL BY: _____

DATE: _____

DEPT: _____

PHONE: _____

Application fee (non-refundable): \$50.00

Paid: _____

Receipt #: _____

** Additional Administrative, Public Works and Police costs may apply.*

CASH ONLY IF ALL Check Lock™ SECURITY FEATURES LISTED ON BACK INDICATE NO TAMPERING OR COPYING

1331

Blue Sun Soda Shop, LLC
1625 County Hwy 10, Ste D
Spring Lake Park, MN 55432

Platinum Bank
75-1767/960

03/09/2018

PAY TO THE
ORDER OF

City of Spring Lake Park

\$**100.00

One hundred and 00/100***** DOLLARS

City of Spring Lake Park
1301 Eighty-First Ave NE
Spring Lake Park, MN 55432

Amanda Stone

MEMO



Blue Sun Soda Shop, LLC
03/09/2018

City of Spring Lake Park

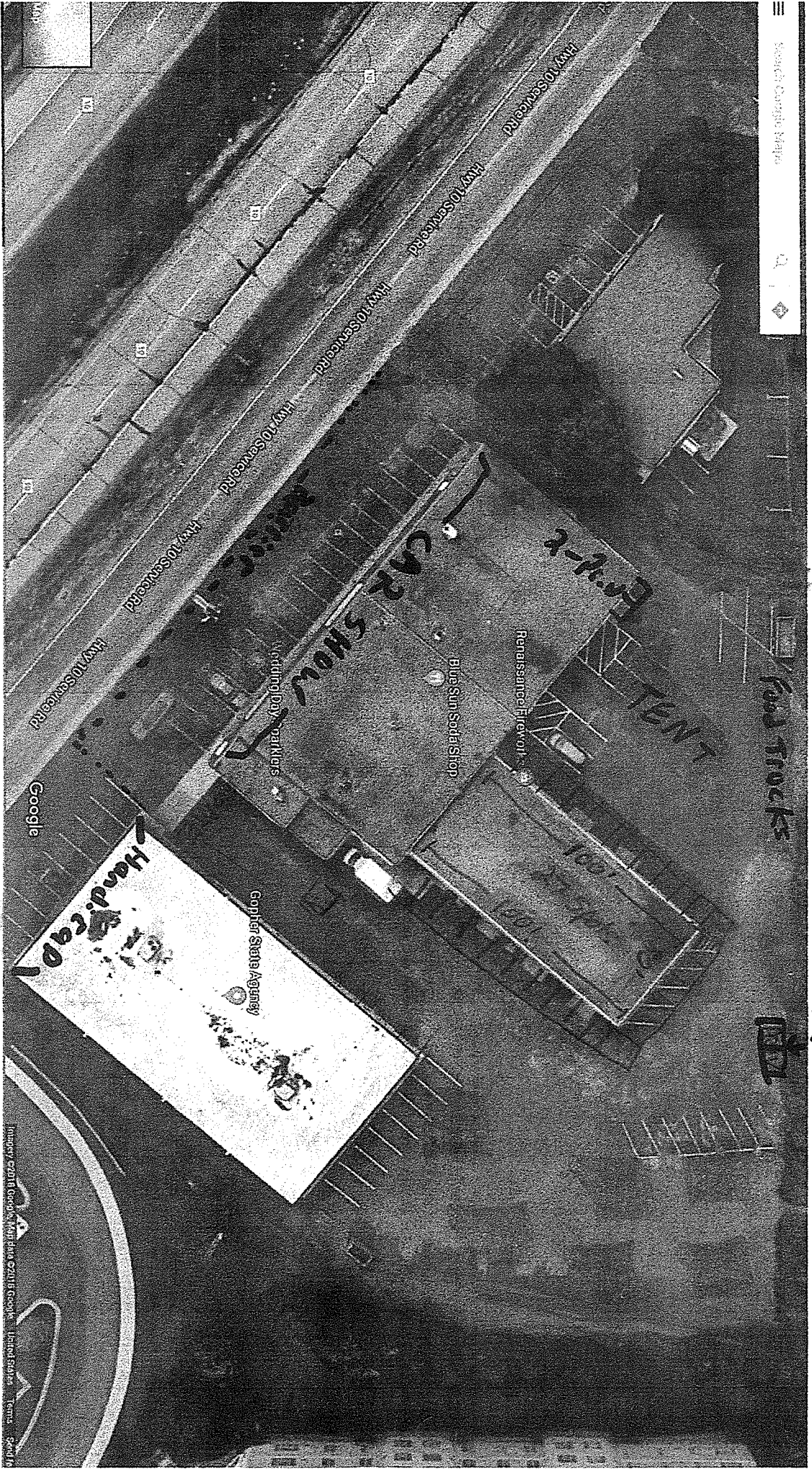
1331

Special Event Application Fee / 2018 MN Soda Fest	50.00
Fire Inspection Fee / 2018 MN Soda Fest	50.00

Platinum Bank Checking

100.00

© 2011 INTUIT INC. #785 1-800-433-8810



27 Spaces for fast-liss,
108 Flowers Avail

2 Prius



Soda & Sweets Shop

1625 County Road 10 Ste D ♦ Spring Lake Park, MN 55432

Phone: 763-432-0704 ♦ www.bluesunsodashop.com

Property Description: THAT PRT OF LOT 10 AUD SUB NO 152 DESC AS FOL: COM AT INTER OF NELY R/W LINE OF T H NO 10 & E LINE OF SD LOT 10; TH N 50 DEG 35 MIN W (ASSD BRG) ALG SD R/W LINE 804.64 FT TO



1625 County Road 10 Ste D ♦ Spring Lake Park, MN 55432
Phone: 763-432-0704 ♦ www.bluesunsodashop.com

Minnesota Soda Festival Event Details

Admission: No admission fee charged. Attendees will pay \$0.25/ticket to use towards soda samples.

Food / Alcohol: No alcohol served. Food will be sold through food truck vendors brought on site.

Public Health Plans: Four portable toilets will be brought on site during the event. Additional trash and recycling dumpsters will be requested during the week of the event.

Emergency Plans: First aid booth. Store will be open if weather is bad. Event will be shut down early if weather turns severe.

Site Layout: Enclosed

Traffic / Parking Plans: Attendees will be able to park in the lot at the old Povlitzki's building. From there a shuttle bus will be available for transportation to and from the event.

Sound / Noise Plan: Event will take place during daytime hours. Concluding at 7pm.

Security Plans: N/A

Special Services Requested: N/A

Licenses / Permits: N/A

**Our Certificate of Insurance will follow



CITY OF SPRING LAKE PARK

1301 81st Avenue NE
 Spring Lake Park, Minnesota 55432
 Phone: (763) 784-6491
 Fax: (763) 792-7257

FIRE INSPECTION PERMIT APPLICATION

SITE	Project Title	Construction Valuation \$		
	Address	11025 County Highway 10 NE		
	City	Spring Lake Park	County	Anoka
OWNER	Owner	MM Real Estate Holdings / Mark Lazarchic	Contact Person	Amanda Stone
	Owner Address	11025 County Highway 10 NE Ste D		
	City, State, Zip	Spring Lake Park, MN 55432	Phone No	651-308-9326
CONTR.	Contractor	Contract Person		
	Contractor Address	Phone No ()		
	City, State, Zip	Contractor License No:	Fax No ()	
DESIGN FIRM	Designer	Contact Person		
	Firm Address	Phone No ()		
	City, State, Zip	Fax No ()		
APPLICANT	Permit Applicant Is:	<input checked="" type="radio"/> Owner <input type="radio"/> Designer <input type="radio"/> Contractor <input type="radio"/> Other; specify		
	Applicant's Printed Name	Bill Sun Soda Shop / Mark Lazarchic	Applicant's Phone No	1012-840-3240
	Applicant's Address	11025 County Highway 10 NE Ste D		
	City, State, Zip	Spring Lake Park, MN 55432	Applicant's Fax No ()	
PROJECT	Class of Work:	<input type="radio"/> New <input type="radio"/> Addition <input type="radio"/> Alteration <input checked="" type="radio"/> Other; specify		
	Anticipated Start Date:	08/04/18	Anticipated Completion Date:	08/04/18
	Description:	Minnesota Soda Festival *Outdoor event featuring tents w/ soda samples & food trucks		
City Council Review Date:		Conditions:		
Applicant Name (Print)		Applicant Signature	Date	
Mark Lazarchic			08/09/18	
INSPECTION FEES		FOR OFFICE USE ONLY		
Fees are established by the City Council by Resolution. See Fee Schedule for details.		INITIALS	DATE	AMOUNT PAID
				\$



April 4, 2018

To: Administrator Buchholtz/Staff/Planning Commission
City of Spring Lake Park

From: Chief Ebeltoft

Re: Special Event: Minnesota Soda Festival
August 4, 2018 10 am to 7 pm

The Police Department would note the below considerations:

- 1) Event Sponsor will need to address staffing at shuttle location.
 - a. Organize at parking location a dedicated spot for pick up and drop off of event attendees.
 - b. Provide staffing for a safe pedestrian route for foot traffic from parking location to event for those who choose not to wait for shuttle.
- 2) Event Sponsor will need to provide staffing to address event attendee's parking on local streets. (Ex. 83rd Ave, Sunset Road, Westwood Road, County Road 10, etc.)
- 3) Event Sponsor will need to have staff to address pedestrian foot traffic from local roads and County Road 10.
- 4) Event Sponsor should have an alternative location for park and ride, in the event that the current location that is up for sale, is sold.
- 5) Comply with all Spring Lake Park City Code Enforcement/Public Work requirements.



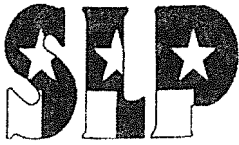
City of Spring lake Park
Code Enforcement Division
1301 Eighty First Avenue Northeast
Spring Lake Park, Minnesota 55432
(763) 783-6491 Fax: (763) 792-7257

MEMORANDUM

TO: Daniel Buchholtz, City Administrator
FROM: Barry L. Brainard, Fire Marshal
RE: Special Event: Minnesota Soda Festival August 4, 2018.
DATE: April 11, 2018

In reviewing the special event application submitted by Blue Sun Soda Shop on March 6, 2018, I submit the following for comments and consideration:

1. Event site plan indicates a tent without showing dimension size and distance from property lines, existing building structures, and food trucks. Event applicant included a Fire Inspection Permit Application with the Special Event Application but has not paid the \$50 fire application fee. Should the proposed tent exceed 200 square feet in area, a pre-event fire inspection must be conducted by my office. I have attached with this memo the "Temporary Assemblies and Tents" handout for the event applicant review and full completion.
2. Event site plan indicates a 20 foot fire lane around the entire building and outdoor event equipment. Signs must be posted to assure no parking will be permitted at front, sides and rear fire access lanes.
3. Event application indicates four (4) portable toilets. Two of the four portable toilets must be handicap accessible for compliance with the Minnesota Accessibility Code.
4. Food truck must have all applicable Minnesota Department of Health license available at the site at the time of pre-event inspection by my department.
5. All exterior electrical wiring and must provide ground fault capabilities and exterior wire gauge.
6. Should this special event produce outdoor assemblages of 1,000 people or more, the event applicant must conform to the City of Spring Lake Park, "Public Assemblages and Events" attached with this memo.



CITY OF SPRING LAKE PARK
CODE ENFORCEMENT
1301 81st Avenue NE
Spring Lake Park MN 55432
Business Phone 763-784-6491
Fax 763-72-7257



TEMPORARY ASSEMBLIES AND TENTS

Temporary indoor or outdoor assemblies and temporary use of tents in excess of 200 square feet or canopies in excess of 400 square feet are allowed with a fire inspection permit. Temporary assemblies and tents shall comply with the International Fire Code (IFC), 2000 edition. For the purpose of this handout, the term “tents” shall include canopies, temporary membrane structures and air supported or air inflated structures.

Submittal Requirements

Completed fire inspections permit application signed by the property owner.

A check made out to the City of Spring Lake Park in the amount of \$50.

Provide two copies of a detailed site or floor plan showing the seating arrangement, exits and locations of portable fire extinguishers. One approved copy must remain on site at all times.

Provide a detailed description of all activities that will be occurring, the hours of the event and the approximate number of participants.

Provide a certificate, executed by an approved testing laboratory, certifying the flame resistance of materials used to construct the tent are in compliance with NFPA Standard 701.

General Requirements for Assemblies

Documentation must be provided showing all draperies, decorative fixtures, and other fabrics and materials have been treated with an approved fire retardant material.

When more than 300 loose seats, folding chairs or similar seating is provided, chairs must be bonded together in groups of not less than three. This is not necessary for seating around tables.

Portable fire extinguishers must be provided.

General Requirements for Tents and Canopies

Tents and canopies must have a permanently attached label stating the material is fire retardant.

Tents shall not be located within 20 feet of lot lines, structures, other tents, parked vehicles or internal combustion engines except as noted in IFC 2403.2.

Combustible materials such as hay, straw, wood shavings, sawdust and similar material shall not be located in a tent containing an assembly occupancy. ***Exception:*** *Materials necessary for the daily feeding and care of animals and materials that are kept damp. Combustible trash shall be removed from tents once each day.*

Fireworks are not permitted within 100 feet of tents.

General Requirements (continued)

Cooking installations require separate mechanical permit and approval.

Venting shall be to the exterior with approved spark arrestors. Vents shall not be placed within 12 inches of the tent.

Cooking or heating equipment shall not be within 10 feet of exits or combustible materials.

Outdoor cooking shall not be performed within 20 feet of tent.

Electrical permit is required for all temporary electrical installation.

L.P. gas must be secured outside of a tent with the following separations:

- Containers < 500 gallons – 10'
- > 500 gallons – 25'

Flammable liquids shall be stored outside not less than 50-feet from tent.

Generators shall be at least 20-feet from tents and secured from public access.

Vegetation and waste materials shall be kept a minimum of 30-feet from tent.

Provide flame-spread rating information for materials used as wall and/or ceiling decorations.

Requirements for Exhibition Booths

Approved automatic fire sprinkler system is required for exhibition areas exceeding 12,000 square feet.

Post “No Smoking” signs.

Open flame or other cooking devices utilizing flammable or combustible liquids, gas or charcoal are not permitted inside or within 20' of tent.

Fireworks are not permitted within 100-feet of tent.

Additional Requirements for Amusement Structures

An approved automatic fire sprinkler system is required.

Take actions to prevent false alarms from smoke and duct smoke detectors in display area.

An approved fire alarm system capable of disabling all special effects must be provided.

Exiting must be in compliance with the IFC and IBC.

No exits may be blocked or obstructed and clear paths to the exit must be maintained.

Inspections Required

Pre-event inspection.

Additional inspections may be required if event runs for more than one day.



CITY OF SPRING LAKE PARK
CODE ENFORCEMENT
1301 81ST Avenue NE
Spring Lake Park MN 55432
Business Phone 763-784-6491
Fax 763-792-7257



PUBLIC ASSEMBLAGES AND EVENTS

This publication outlines the requirements outlined within the 2015 Minnesota State Fire Code (MSFC) permit and public safety plan requirements related to carnivals, fairs, festivals, and outdoor and indoor public assemblages of 1,000 people or more within the City of Spring Lake Park, Minnesota. This publication does not address temporary tents, canopies, and cooking devices that are specifically address and defined by the MSFC. See “Temporary Assemblies/Tents” handout for more information.

Questions regarding the content of this publication can be directed to the Spring Lake Park Fire Marshal at 763-784-6491 during regular office hours, Monday thru Friday, 9:00 a.m. to 4:30 p.m. or by email at: bbrainard@slpmn.org.

OVERVIEW: The City of Spring Lake Park conducts periodically a variety of carnivals, fairs, festivals and large outdoor and indoor public assemblages throughout the year. Many of these events can draw large crowds, stage shows, temporary tents/structures, and special amusement devices which can impede emergency access to buildings, structures, fire hydrants, and fire lanes. In addition, events such as these can adversely affect the response of public safety services such as emergency medical, fire, and police.

PERMIT(s) REQUIRED. In accordance with Section 105.6 of the MSFC, states an operational permit is required for any carnival, fair, festival, or large indoor or outdoor public assemblage that has the ability to receive an attendance of 1,000 persons or more, including those who are involved with the delivery of the event. In addition, the Fire Marshal issues operational permits for a variety of activities regulated by the MSFC, such as the use of liquefied petroleum gas (LPG), display of fireworks, and installation and use of temporary tents; some of which require an additional permit.

PUBLIC SAFETY PLAN REQUIRED. Through the review and approval of a public safety plan, the Fire Marshal will assist sponsors, organizers, and operators of carnivals, fairs, festivals, and large indoor and outdoor public assemblages to make certain an adequate level of public safety is provided at these outdoor events, while ensuring compliance with the MSFC. A public safety plan is required by Section 403.2 of the MSFC.

THREE STEP PROCESS. The following steps form the procedural framework for completing the public safety plan submittal/retrieval and scheduling a fire marshal site inspection.

- STEP 1 - Submit required public safety plan for review and approval.
- STEP 2 - Retrieve approved public safety plan.
- STEP 3 - Schedule a fire marshal inspection.

STEP 1 - SUBMIT REQUIRED PUBLIC SAFETY PLAN. An application for public safety plan review and operational permit for each carnival, fair, festival, or large indoor and outdoor public assemblage shall be made in writing to the Fire Marshal by the responsible party. Applications may be obtained by calling the Spring Lake Park Fire Marshal or online at: www.slpmn.org

PERMIT FEE. A fee of \$50.00 is due at the time of permit application and plan submittal. This fee generally covers the cost of the plan review and inspection(s) associated with the permit and is authorized by Section 105.1.1 of the MSFC.

PLAN SUBMITTAL INSTRUCTIONS. The following documentation (i.e., contents of the public safety plan) must be submitted along with the completed public safety plan review and fire permit application to the Spring Lake Park Fire Marshal for review and approval **at least 30 days prior to the event:**

- One (1) copy of a written emergency plan. (See page 3 for details)
- One (1) copy of a site layout plan. (See pages 3 & 4 for details)
- One (1) copy of a crowd management plan for events hosting 1,000+ persons. (See pages 4 & 5 for details)

Please note that any plans submitted on paper that are larger than 11" x 17" cannot be scanned digitally and will need to be scanned by a separate agency at an additional fee to the applicant of \$50.00. The Spring Lake Park Fire Marshal will retain one set digitally. Plans will only be released after the required permit fee has been paid in full.

Submit the completed permit application and a copy of the required documents by one of the following: - PDF form via email to bbrainard@slpmn.org, by Mail to the address listed on the first page, or in person at the Spring Lake Park City Hall; Monday through Friday, between 9:00 a.m. and 4:30 p.m.

STEP 2 - RETRIEVE APPROVED PUBLIC SAFETY PLAN. After your public safety plan has been reviewed and approved, you must receive the approved plan(s) and permit at least 10 days prior to the event by retrieving it at the Spring Lake Park City Hall during regular business hours or by receiving a PDF version via email. In accordance with Section 105.4.4 of the MSFC, plans approved by the fire official are approved with the intent that they comply in all respects to the Fire Code. Any omissions or errors on the plans do not relieve the applicant or responsible party from complying with all applicable requirements. Final approval is granted only after a site inspection by the Spring Lake Park Fire Marshal.

STEP 3 - SCHEDULE A FIRE MARSHAL INSPECTION. Approval of a carnival, fair, festival, or indoor or outdoor public assemblage is finalized through a site inspection, which must be scheduled by the responsible party for a date at least one business day prior to the operation of the event. The approved public safety plan must be available at the event location. To schedule an inspection, call the City of Spring Lake Park Fire Marshal office at (763) 784-6491 during business hours.

OTHER AGENCIES & LOCAL GOVERNMENTS. When planning these types of outdoor or indoor events, particular attention should be given to the notification and coordination with the following government agencies:

- SBM Fire Department – (763) 786-4436 or www.sbmfire.com
- Spring Lake Park Police Department - (763) 792-7200 or www.slpmn.org/police-department.html
- Anoka County Health Department, Food Service Permits & Inspections - (763) 422-7063 or www.anokacounty.us/1414/Food-Service-Establishments

ELECTRICAL & SPECIAL AMUSEMENT DEVICE PERMITS. The use of an electrical generator 6500 watts or greater and/or the installation of temporary electrical wiring, circuits, and equipment may require an electrical permit and inspection. Please contact the Spring Lake Park Electrical Inspector, Brian Nelson. Mr. Nelson can be contacted at (763) 434-4853, or by fax after 9 am at (763) 434-4853. Office Hours: M-F 7:00 AM - 8:30 AM. You may apply for a permit on-line at: www.briannelsoninspections.com for more information about electrical, special amusement device permits, and associated inspections/approvals.

PUBLIC SAFETY WRITTEN EMERGENCY PLAN. Shall include the following information:

1. Name and/or description of the event (e.g., Fall Music Festival, Art Fair, Outdoor Concert)
2. Event date(s) and time(s) including scheduled activities and times of peak attendance.
3. The name and address of the event facility/location/site shown on each page of the plan.
4. Complete contact information for event stakeholders which includes the property owner, event sponsor or event coordinator/operator, and key event staff. Contact information should include alternates, and include cell phone numbers and e-mail addresses.
5. Approximate or estimated event set-up completion date/time prior to event operation.
6. Approximate number of attendees including all event attendants, employees, and staff.
7. Identify all means of communication available for event attendants, employees, and staff to routinely communicate with each other, summon help, and call 911.
8. Procedure for immediately reporting fire events, alarm activations, hazardous materials releases, medical emergencies, and other emergencies.
9. Evacuation procedures in the event of an emergency (e.g., fire, weather, bomb threat, etc.).
10. Plan to stop all music, performances, and audio-visual effects in the event of emergency.
11. List of primary and secondary evacuation routes and evacuation assembly locations.
12. Crowd management plan that clearly identifies all crowd manager positions and duties, including those persons responsible for calling 911 and meeting emergency responders.

SITE/BUILDING LAYOUT PLAN. Shall be in the form of a legible diagram and include the following:

1. Name and/or description of the event and event date(s) shown on each site plan page.
2. Overall site map and/or building showing the boundary or perimeter of the event facility/location/site.
3. Location and dimensions of all permanent buildings within the event site boundary.
4. Location and dimensions of all temporary tents/structures, and the distance from other temporary tents/structures and permanent buildings within the event site boundary.
5. Location of all fire hydrants and fire department connections (e.g., standpipe, sprinkler).
6. Location and width of vehicle ingress/egress routes and all designated fire lanes.
7. Location of public accessible vehicle parking areas and event vehicle staging/storage.
8. Location of display/vendor booths identified by occupant name and/or identification #.
9. Location of all amusement devices, stages, observation decks/towers, and large displays.
10. Location of all outdoor assembly, gathering, and/or seating areas showing means of egress elements including exit access routes/widths and exit discharge locations leading to the public way. This includes detailed measurements of fenced areas and egress gates.
11. Location of all designated primary and secondary evacuation routes within the event site and/or building boundary and all crowd manager stations and location assignments.
12. Location of all temporary generators and/or temporary electrical service connections.

13. Location of all permanent and/or temporary LPG installation/storage/use areas.
14. Location of approved fireworks or pyrotechnic special effects discharge and fallout areas.

KEY POINTS TO REMEMBER

- **Use This Plan.** The contents of the public safety plan, including the written emergency plan and site layout plan, must be reviewed with all event staff, which includes employees, crowd managers, volunteers, and designated fire watch personnel.
- **Don't Delay.** In case of emergency, event staff must be able to give their location within the event site, summon help from other event staff as needed, and call 911 without delay.
- **Emergency Services On-site.** Unless otherwise required by the Spring Lake Park Fire Marshal, it is not necessary for fire and/or EMS services to be on-site during the operational periods of your event. However, these services may still be available at your request. Further information regarding this service can be obtained by calling the Spring Lake Park Fire Chief at (763) 786-4436.
- **Plan for the Unexpected.** Emergencies are always unexpected and usually never occur at a convenient time. Therefore, it is important to ensure that your public safety plan is well prepared and defines the meaning of anything that may be misinterpreted. For example, you may outline that the event will close down during inclement weather. The question then arises as what is inclement weather?

FIRE WATCH PERSONNEL. In accordance with Section 403.1 of the MSFC, when in the opinion of the fire code official, it is essential for public safety in a place of assembly or any other place where people congregate, because of the number of persons, or the nature of the performance, exhibition, display, contest or activity, the owner, agent or lessee shall provide one or more fire watch personnel, as required and approved, to remain on duty during the times such places are open to the public, or when such activity is being conducted.

- **General Duties.** All attendants, employees, and staff of fairs, festivals, and indoor and outdoor public assemblages should maintain a constant fire watch, which involves keeping a diligent watch for smoke and fire, obstructions to means of egress and emergency vehicle routes, and other hazards during the event. Attendants, employees, and supervisors should take prompt measures for remediation of hazards, calling 911 when required, and assisting with the evacuation of impacted areas in accordance with the written emergency plan.
- **When Required.** Fire watch personnel, other than designated crowd managers, may be required by the Fire Marshal depending on the unique circumstances related to the event. In addition, final determination related to the actual number and special duties of designated fire watch personnel may be identified during a fire marshal inspection.

CROWD MANAGEMENT. In accordance with Section 403.3 of the MSFC, trained crowd managers shall be provided for facilities or events where more than 1,000 persons congregate. The minimum number of crowd managers shall be established at a ratio of one (1) crowd manager to every 250 persons. The focus areas related to crowd management include the following:

- **Crowd Managers.** Individual persons or job/staff positions designated as crowd managers shall be identified in the written emergency procedures part of the public safety plan and/or approved fire safety and evacuation plan. It is recommended that alternate crowd managers also be designated and be trained as required.
- **Crowd Manager Training.** Designated crowd managers shall be familiar with the approved public safety plan and/or approved fire safety and evacuation plan, and be

properly trained in the emergency procedures described in the plan. Approved Crowd Manager training and certification is available on-line at:

www.crowdmanagers.com/training

- *Crowd Manager Duties.* Designated crowd managers shall appropriately implement the emergency procedures described in the approved public safety plan and/or approved fire safety and evacuation plan. In addition, crowd managers shall also act as fire watch personnel and keep diligent watch for fires, obstructions to means of egress, and other hazards during the time such place is open to the public or such activity is being conducted and take prompt measures for remediation of hazards, extinguishment of fires that occur, and assist in the evacuation of the public from the event areas (i.e., structures, premises).
- *Crowd Management Plan.* The crowd management plan is part of the public safety plan, and should clearly identify all crowd manager positions and duties including those persons responsible for calling 911 and meeting emergency responders. Crowd manager stations and location assignments, where provided, shall be illustrated on the site layout plan.



Memorandum

To: Mayor Hansen and Members of the City Council
From: Terry Randall, Public Works Director
Date: April 12, 2018
Subject: Authorization to Purchase Utility Box for Utilities Department Pickup Truck

At the February 20, 2018 City Council meeting, the Council approved the purchase of a pickup truck for the Utilities Department. The trucks has been ordered and I am now seeking authorization to purchase the accessory items.

I am seeking approval to purchase a utility box for the Utility Department pickup. This utility box holds the tools allowing them to be on one truck. The truck also has a crane to lift the heavy items such as pumps, manhole castings, fire hydrants and other heavy objects.

I have reviewed the State contract vendors and obtained three quotes. The quote included a fiberglass body utility box and a Liftmoore crane for the pickup. The three quotes I received are as follows:

Truck Utilities Inc.	\$22,871.00
ABM Equipment and Supply	\$21,190.00
Crysteel Truck Equipment	\$20,799.36

I am requesting that the equipment be purchased from Crysteel of Fridley, MN in the amount of \$20,799.36. The funds will paid from the Public Utilities Renewal and Replacement fund.



333 2nd STREET NE
 HOPKINS, MN 55343-8337
 952-938-5451
 800-229-5451
 FAX 952-938-0159
www.abmequip.com

Custom Truck Equipment for the Utility, Construction, Municipal and Refuse Industries

Quotation # 022818-118

February 28, 2018

City of Spring Lake Park
 1301 81st Ave. NE
 Spring Lake Park, MN 55432
 ATTN: Mr. Terry Randall

Mr. Randall,

In response to your request for a price quotation on a service body to fit your single rear wheel 2018 Chevrolet 3500 (gas) with a 56" C/A, we are pleased to submit the following for your consideration (priced per MN State contract # 135835).

- 1.03 Contoured body for a Single Rear Wheel 56" CA application - White gelcoat.
 Chassis CA Dimension – 56"
 Body Length – 96"
 Body Width – 82 ¾"
 Body Height – 42"
 Compartment Depth – 15"
 Make & Model Brand FX BFXB – 56LS.....Price: \$ 6,345.00
 Installation of Utility/Service Body as per spec 1.4.....Price: \$ 950.00
 Price of FMVSS 108 lighting package.....Inc.
 Installation of FMVSS 108 lighting package.....Inc.
 Warranty.....One Year.
- 1.11.1 10" aluminum tailgate with automotive style latch.....Included
- 1.12.3 Galvanized sure step with pintle recess - Single rear wheel.....Price: \$ (-19.00)
- 1.12.6 Installation of bumper.....Price: \$ 213.00
- 1.5.1 Over center spring door stops for vertical doors (\$48 per compartment x 4).....Price: \$ 192.00
- 1.5.7 Interior light guard in S3 compartment.....Price: \$ 56.00
- 1.5.6 Fibreglo flexible tubular lighting on 3 sides of compartment wired to OEM cab switch (\$77 per compartment x 6).....Price: \$ 462.00
- 1.6.1 1/8" aluminum treadplate floor.....Included
- 1.9.4 Punched aluminum shovel basket 8"H x 15"W x 85"L mounted streetside.....Price: \$ 390.00
- 1.9.7 Punched aluminum head ache rack.....Price: \$ 445.00

- 1.9.12 Furnish and install Berg 7-way trailer socket and boot with weatherproof connection (spade type).....Price: \$ 91.00
- 1.9.15 Furnish and install Electronic backup alarm.....Price: \$ 107.00
- 1.9.22 Aluminum rock guards at front of body (both sides).....Price: \$ 45.00
- 1.9.27 Furnish and install rear mud flap (set).....Price: \$ 156.00
- 1.10.2 Recessed floor tie down - (2) each side mounted at front and rear of body (\$75 each x 4).....Price: \$ 300.00
- 1.13.1 2" pintle/ball combination hitch-installed.....Price: \$ 200.00
- 1.13.5 Class IV receiver hitch installed and reinforced for towing (includes adjustable hitch plate).....Price: \$ 741.00
- 1.21.1 Stainless steel grab handle - mounted (1) each side at rear of body (\$38 each x 2).....Price: \$ 76.00
- 1.22.4 Recessed LED amber warning flashers in body - (1) on each side of body at rear wired to OEM cab switch (\$250 each x 2).....Price: \$ 500.00
- 1.22.5 Two (2) surface mount LED warning flashers on grille wired to OEM cab switch.....Price: \$ 297.00
- 1.22.6 5585CA LED amber mini-lightbar mounted on center of head ache rack wired to OEM cab switch.....Price: \$ 469.00
- 1.23.2 Auxiliary fuel fill kit for pickup box removal (Chevrolet/GMC).....Price: \$ 325.00
- 1.23.16 Extend exhaust to edge of body.....Price: \$ 90.00
- 1.3.7 Divider pack for fiberglass shelves (4 dividers) (\$12 each x 10).....Price: \$ 120.00

INDIVIDUALIZED COMPARTMENTATION

STREETSIDE:

- S1 - 1.3.3 (3) adjustable fiberglass shelves.....Price: \$ 297.00
- S2 - 1.3.1 (1) adjustable fiberglass shelf.....Price: \$ 98.00
- S3 - 1.3.2 (2) adjustable fiberglass shelves.....Price: \$ 198.00

CURBSIDE:

- C1 - 1.3.3 (3) adjustable fiberglass shelves.....Price: \$ 297.00
- C2 - 1.3.2 (2) adjustable fiberglass shelves.....Price: \$ 198.00
- Misc. (6) drawer metal cabinet installed at bottom.....Price: \$ 225.00

Quotation # 022818-118

-3-

February 28, 2018

C3 - 1.8.1 Crane reinforcement for 10,000 ft. lb. crane. Understructure long sills to be 4" C channels front and rear. Cross members of 2" angle and 2" square tube. Rear crane reinforcing tubes to be 4" x 4" x 1/4". Mounting requires (4) shear plates per side. Crane tower to have 5/8" top plate.....Price: \$ 1,125.00

TOTAL PRICE AS DESCRIBED, FOB HOPKINS, MN.....\$ 14,989.00

NOTE: Customer is responsible for transport of chassis to and from ABM Equipment.

Price does not include any removal of existing service body or truck bed.

OPTIONS:

1.14.1 Load wall liner, aluminum (\$227 per side x 2) for BFXB 56.....Add: \$ 454.00

Misc. C TECH cabinet 24"W x 12"D with (3) 3"H, (1) 5"H drawers and top shelf, painted red (shelving to be deleted in C1).....Add: \$ 737.00

12.23.23 Labor charge for custom modification – fabricate and install custom pipe key rack built per customer specifications on streetside (\$110 per hour rate x 6).....Add: \$ 660.00

ABOVE PRICING DOES NOT INCLUDE ANY APPLICABLE TAX(ES)

Thank you for your interest in ABM Equipment & Supply, LLC. We hope this information will allow you to place this business with us. If you have any questions, please do not hesitate to contact me.

Best regards,

Rick Loosbrock

Rick Loosbrock
Sales Representative



333 2ND STREET NE
HOPKINS, MN 55343-8337
952-938-5451
FAX 952-938-0159
WATS 800-229-5451
www.abm-highway.com

Custom Truck Equipment for the Utility, Construction, Municipal and Refuse Industries

Quotation # 022818-119

February 28, 2018

City of Spring Lake Park
1301 81st Ave. NE
Spring Lake Park, MN 55432
ATTN: Mr. Terry Randall

Mr. Randall,

In response to your request for a price quotation on a crane to fit your service body, we are pleased to submit the following for your consideration (per MN State Contract #125690):

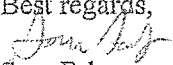
- 2.2 Liftmoore 206ELS.....Price: \$ 5,211.00
6,500 ft lbs moment rating. 6,500 ft lbs moment rating. Boom length 5-1/2 ft to 9ft manually extended. Power up, gravity down boom elevation. Load sensor included. Efficient planetary gear winch with permanent magnet motor. Includes 35 ft of 3/16" galvanized aircraft cable. 18 ft remote pendant control. Travel block for double line used above 1000 lbs. pedestal is eliminated and base plate added for mounting on service body compartment top. No Anti Two-Block offered for Model 206ELS.
- 2.1 Boom restPrice: \$ 230.00
- 2.9 Add leaf springs to crane side of chassis at rear.....Price: \$ 760.00
- TOTAL PRICE AS DESCRIBED, FOB HOPKINS, MN.....\$ 6,201.00**

OPTIONS:

- 2.2 For Liftmoore 206 RELS ATB in lieu of above crane.....Add: \$ 2,922.00
- Misc. For Stellar EC2000 pt# 24906 crane in lieu of Liftmoore 206ELS....Add: \$ 1,101.00
- 2.10.2 (OR-78PBS) Manual out both sides, drop down/crank down outriggers for 78" wide body.....Add: \$ 1,045.00

ABOVE PRICING DOES NOT INCLUDE ANY APPLICABLE TAX(ES)

Thank you for your interest in ABM Equipment & Supply, LLC. We hope this information will allow you to place this business with us. If you have any questions, please do not hesitate to contact Rick Loosbrock.

Best regards,

Sam Fahey
Sales Coordinator

*Bringing you the best names in the business
An Equal Opportunity Employer*

TRUCK UTILITIES

2770 5th Avenue South
Fargo, ND 58103

2370 English Street
St Paul, MN 55109

5320 Kansas Avenue
Kansas City, KS 66106

Terry Randall
City Of Spring Lake Park
1301 81st Ave NE
Spring Lake Park, MN 55432

Quote#: 49825160
(763) 784-6491

March 23 2018

trandall@slpmn.org

IN RESPONSE TO YOUR REQUEST WE ARE PLEASED TO OFFER THE FOLLOWING:

Fiberglass service body with crane to be mounted on a Chevy 3500 SRW pickup chassis, 56"CA

• BrandFX 56 LS BrandFX Body - Length: 96" / Height: 42" / Depth: 15" / Width: 82-3/4", tailgate & bumper. Body white	\$6,619.00
• Installation of service body	\$910.00
• Spring mount kit	\$55.00
• 1/8" steel tread plate floor in lieu of aluminum	N/C
• Standard shelf packaged, with shelf dividers	\$976.00
• Overcenter spring door stops on vertical doors	\$200.00
• LED compartment strip lighting, one strip per compartment	\$540.00
• Interior light guards for rear lights	\$113.00
• Crane reinforcement in right rear compartment for 10,000 ft lb crane	\$1,132.00
• Shovel 85, punched aluminum shovel basket 8"H x 15"W x 85"L	\$397.00
• Aluminum rock guards at front of side packs	\$50.00
• Galvanized steel bumper with pintle recess in lieu of aluminum	\$84.00
• Aluminum tread plate load wall overlay	\$454.00
• Punched aluminum headache rack	\$449.00
• Receiver style hitch, 2 1/2"	\$470.00
• RV style trailer socket	\$120.00
• Whelen R2LPHPA LED mini light bar strobe	\$810.00
• 4" round flush mount LED amber strobe at rear of side packs, pair	\$585.00
• Liftmoore 206ELS 12v DC powered crane	\$5,090.00
NOTE: winch comes standard with 35' of cable	
• Installation of crane	\$850.00
• Manual drop and crank outrigger on right side	\$366.00
• Boom support	\$555.00
• Installation kit for electric crane	\$368.00
• Additional 12v deep cycle battery	\$238.00
• Additional chassis leaf spring kit	\$940.00
• Chassis programming for LED lighting on Chevy trucks	\$500.00

Total Price of Build Not Including Options \$22,871.00

Options

• Relocate chassis backup camera	\$310.00
• Relocate chassis reverse sensors	\$210.00



WWW.TRUCKUTILITIES.COM



TRUCK UTILITIES

INC

2770 5th Avenue South
Fargo, ND 58103

2370 English Street
St Paul, MN 55109

5320 Kansas Avenue
Kansas City, KS 66106

Terry Randall
City Of Spring Lake Park
1301 81st Ave NE
Spring Lake Park, MN 55432

Quote#: 49825160
(763) 784-6491

March 23 2018

trandall@slpmn.org

Standard body specs:

BrandFX Composite Body Base Model Specifications
Vinyl rock guards
Heavy duty black poly gas fill cup
Automotive grade bubble gasket
Bright white gel coat exterior
Bright white interiors to reflect light
LED Exterior lighting package (excludes backup lights)
Flow-through ventilation system
Light adapter for specified chassis Non-skid compartment tops
Included ICC lighting
One piece molded doors with automotive finish both sides
Recessed door jams
3/16" smooth aluminum bulkhead
3/16" smooth aluminum tail skirt
Steel rear mounting brackets
56LS SRW Bodies come standard with aluminum tread
Stainless steel hinges and hardware
Automotive style dual rotary latch
Vinyl coated stainless steel cable door stops

Pricing does not include sales tax, Please contact me if you have any questions,



Paul Warner
651-252-9530 | 1-800-869-1075 x274
paulw@truckutilities.com

I WISH TO SUBMIT MY ORDER ABOVE _____ TODAY'S DATE:

PLEASE PRINT NAME AND TITLE _____ PO #:



WWW.TRUCKUTILITIES.COM





1130 73rd Avenue NE
Fridley, MN 55432
(763) 571-1902
1-800-795-1280
Fax # (763) 571-5091

Highway 60 East
Lake Crystal, MN 56055
(507) 726-6041
1-800-722-0588
Fax # (507) 726-2984

www.crysteeltruck.com

AN EQUAL OPPORTUNITY EMPLOYER

February 13, 2018

Terry Randall
City of Spring Lake Park
1301 - 81ST AVENUE N.E.
SPRING LAKE PARK, MN 55432

Dear Terry:

Crysteel Truck Equipment is pleased to submit this quote for your approval.
Ref: State contract SB-T765 C-798

Make Fiberline Fiberglass
Single rear wheel bodies 79" wide w/15" deep compartments
Five year warranty (limited)
Molded fiberglass side compartments
V- Style Compartments
1/8" steel tread plate floor and bulkhead, primed and painted gloss black
Gelcoat exterior finish(stock white)
All interior fiberglass gel coated white
Fiberglass reinforced double laminated doors
Stainless steel paddle latches, all keyed alike
Fully adjustable heavy duty strikers with safety catch
Fiber Line designed automotive style weather strip
Aluminum tread brite front rock guards
Stainless steel rear wheel well rock guards
Stainless steel heavy duty hinges
All stainless steel bolts and self-locking nuts
Flush shock mounted exterior lights to meet FMVSS 108 lighting requirements
Extruded aluminum drip rails above all side doors
Fiberglass bulkhead between compartments
Compartment drains in front and rear vertical compartments
Lighted license plate bracket
Loomed one piece wiring harness with molded plug
Dual fuel recess molded into street side pack
8" aluminum drop down tailgate on 40" high bodies only
Non- skid finish on module tops, Louvered vents in each modules
Door cable stops all door
Warranty 5 years
Date & I.D. of Price sheet N/A
Discount, if any, to be applied to price sheet N/A
Installation

\$980.02

96"L x 79"W x 40"H (15" Deep Compartment) for single rear wheel 56" CA

\$6,589.61

Add for Std Shelving package for 96" length bodies

(2) Adjustable aluminum open shelves each vertical front	\$1,090.12
(1) fixed aluminum shelf with dividers in street side horizontal compartment	
(1) Adjustable aluminum open shelf in each rear compartment	
 Add for Crane reinforcement for 25,000 ft.lb. installed in rear vertical compartment	 \$1,775.69
 Add for Aluminum expanded metal cab guard, (headache rack, with tube frame, screen)	 \$894.99
 Add for 8" recessed steel tread plate bumper w/safety chain "D" rings	 \$572.99
 Installation of custom hitch as per Spec. 9.4	 \$380.63
 Installation of Factory manufactured Warning lights	 \$380.63
 R2HDPA Mini Responder \$ 219.74(2)	 \$439.48
 Total Body Package	 \$13,104.16

MODEL 206REL
SPECIFICATIONS

6,500 Ft.-Lbs. Moment Rating
Maximum Capacity 2,000 Lbs. at 3.25 Ft. Load radius
Planetary Gear Winch with Permanent Magnet Motor
On / Off 12 Volt Electric
Remote Pendant Control 18 Ft. (removable)
Galvanized Aircraft Cable 3/16" x 35 Ft. (4,200 Lbs. Breaking Strength)
Travel Block w/ swivel hook, for easy two part line hook up
Power Rotation - Unlimited on a ball bearing slewing ring
Boom Elevation - Full Power (0 Deg. To 75 Deg.)
Boom Extension - Manual from 5.5 Ft. to 9 Ft.
Overload Protection System
Optional Anti-Two Block System, needed when used in construction as per
OSHA 1926.1441(d)(2) & 1926.1416(d)(3)
Mounting plate is 12" square with a 9.5" square bolt pattern.

INCLUDED

Battery Power Cable #4 x 25 Ft.
Circuit Breaker, 150 Amp
Ground Cable #4 x 3 Ft. for the factory battery to the truck frame
Master Disconnect Switch
Mounting Bolts Grade 8: 0.50" x 3.00" (Four)
Recommended Installation Instructions
Owners Manual

REQUIRED

Consistent 12 Volt DC power source with sufficient amperage while crane is running under load.
Installer must assure the vehicle can maintain an appropriately level condition
when the crane is in use under load

RECOMMENDED

A dedicated battery, Group 31, deep cycle, near the crane is advised.
Jack stand to prevent unrestricted twisting of chassis while lifting load.
Minimum Recommended Vehicle GVWR 8,600 lbs

206RELS ATB Pedestal is eliminated and base plate added for mounting on service body compartment top
39372 Includes ATB, needed when crane is used in construction as per 1926.1441(d)(2) & 1926.1416(d)(3)
WEIGHT: Shipping 520 lbs. Actual 383 lbs.

Total for Crane	\$7,057.36
Boom rest	\$187.84
Installation	\$450.00
Total crane package	\$7695.20

Sincerely,

Brian Reichert

- All prices are subject to applicable taxes
- Quotes are good for 30 days



MEMORANDUM

DATE: April 12, 2018
TO: Mayor and City Council
CC: Daniel Buchholtz, City Administrator
FROM: Wanda Brown, Recycling Coordinator
RE: Anoka County Agreement for Residential Recycling Program 2018 –
Select Committee on Recycling and the Environment (SCORE)

Attached is the copy of the 2018 Residential Recycling Agreements. The agreement must be signed and returned to Anoka County in order to receive the funding in July and January. The 2018 Municipal Reimbursement Funding Allocation calls for the county to pay us a base of \$10,000, plus \$5.00 per household and options for other recycling opportunities.

Municipal Grant Funding (\$10,000 + \$5 per household):	\$23,035.00
Monthly Drop-off Center:	\$10,000.00
Organics Collection:	\$ 2,607.00
Recycling Enhancement Grant:	<u>\$ 2,607.00</u>
	\$38,249.00

The City applied for an additional \$30,000, and was awarded \$20,350.00. The base amount combined with the additional grant gives the City of Spring Lake Park's Recycling program a total contract award of \$58,599.00.

I recommend approval of the agreement.

Attachment

2018 AGREEMENT FOR RESIDENTIAL RECYCLING PROGRAM

THIS AGREEMENT made and entered into on the 1st day of January, 2018, notwithstanding the date of the signatures of the parties, between the COUNTY OF ANOKA, State of Minnesota, hereinafter referred to as the "COUNTY", and the CITY OF SPRING LAKE PARK, hereinafter referred to as the "MUNICIPALITY".

WITNESSETH:

WHEREAS, the County will receive funding from the State of Minnesota pursuant to Minn. Stat. § 115A.557 (hereinafter "SCORE funds") during 2018; and

WHEREAS, pursuant to legislation a portion of the SCORE funds must be used to encourage recycling of source-separated compostable materials; and

WHEREAS, the County will also receive funding pursuant to Minn. Stat. § 473.8441 (hereinafter "LRDG funds") during 2018; and

WHEREAS, the County also has additional budgeted program funding available to supplement SCORE and LRDG funds for solid waste recycling programs, so that the available amount for the Residential Recycling Program is \$1,551,029; and

WHEREAS, the County Solid Waste Master Plan 2012 (Master Plan 2012) and MPCA Metropolitan Solid Waste Management Policy Plan 2010-2030 state that MSW generated in the County that is not reused, recycled or composted, will be processed to the extent that processing capacity is available; and

WHEREAS, the Master Plan 2012 was developed with the participation of a representative from the Municipality staff, and the Municipality is required to develop and implement programs, practices, or methods designed to meet waste abatement goals by Minn. Stat. § 115A.551, Subd 2a. (b).

WHEREAS, in 2017, the County engaged in a process of drafting an updated Master Plan which will be submitted to the MPCA for review and approval in 2018. The anticipated Master Plan 2018 will supersede the current Master Plan 2012 upon approval. The Master Plan 2018 has been developed with the participation of a representative from the Municipality staff, and the Municipality will be required to develop and implement programs, practices, or methods designed to meet waste abatement goals by Minn. Stat. § 115A.551, Subd 2a. (b).

WHEREAS, the County wishes to assist the Municipality in meeting recycling goals established by Anoka County by providing said SCORE and LRDG funds to cities and townships in the County for solid waste recycling programs.

NOW, THEREFORE, in consideration of the mutual covenants and promises contained in this Agreement, the parties mutually agree to the following terms and conditions:

1. **PURPOSE.** The purpose of this Agreement is to provide for cooperation between the County and the Municipality to implement solid waste recycling programs in the Municipality which will help the County and member municipalities meet the goals set in the current Anoka County Solid Waste Management Master Plan.
2. **TERM.** The term of this Agreement is from January 1, 2018 through December 31, 2018, unless earlier terminated as provided herein.
3. **DEFINITIONS.**
 - a. "Eligible Expenses" means those expenses for recycling projects/programs and education and outreach and for priority issue activities that assist the municipality in collecting additional tons to help meet its recycling goal. Such expenses may include administration, but only to the extent of salary and legal costs of personnel who are directly working on the planning, implementation and promotion of eligible activities as detailed in this definition.
 - b. "Full Service Recycling Drop-off Center" means centralized permanent drop-off center that is open at least two times a week and accepts at least four types of materials beyond traditional curbside recyclables, i.e.: mattresses, appliances, scrap metal, carpet, furniture, source-separated compostable materials, electronics, etc.
 - c. "Mixed municipal solid waste" (MSW) shall have the meaning set forth in Minn. Stat. §115A.03, Subd. 21.
 - d. "Multi-unit households" means households within apartment complexes, condominiums, townhomes, mobile homes and senior housing complexes.
 - e. "Opportunity to Recycle" means providing recycling and curbside pickup or collection centers for recyclable materials for residents, including single and multi-family dwellings, as required by Minn. Stat. § 115A.552. Subd. 1.
 - f. "Problem material" shall have the meaning set forth in Minn. Stat. § 115A.03, Subd. 24a.
 - g. "Public entity waste" shall have the meaning set forth in Minn. Stat. § 115A.471 (b).
 - h. "Quasi-Municipal event" means community festivals which appear to the public to be supported and run by the Municipality but in fact are sponsored or co-sponsored by an independent non-profit 501c (3) organization, for example: the Anoka Halloween Parade.
 - i. "Recyclable materials" shall have the meaning set forth in Minn. Stat. § 115A.03, Subd. 25a.
 - j. "Recycling" shall have the meaning set forth in Minn. Stat. § 115A.03, Subd. 25b.
 - k. "Refuse-derived fuel" (RDF) as defined by Minn. Stat. § 115A.03, Subd. 25d., or other material that is destroyed by incineration is not a recyclable material.
 - l. "Source-separated compostable materials" (commonly called "organics") shall have the meaning set forth in Minn. Stat. § 115A.03, Subd. 32a.
 - m. "Yard waste" shall have the meaning set forth in Minn. Stat. § 115A.03, Subd. 38.

4. **PROGRAM.** The Municipality shall develop and implement a residential solid waste recycling program adequate to meet the Municipality's annual recycling goal of 622 tons of recyclable materials as established by the County. The Municipality shall ensure that the recyclable materials collected are delivered to processors or end markets for recycling.
- a. The Municipal recycling program shall include the following components:
- i. Each household (including multi-unit households) in the Municipality shall have the Opportunity to Recycle at least four broad types of materials, including but not limited to, paper (including cardboard/paperboard cartons), glass, plastic, metal and textiles.
 - ii. The recycling (including any organics) program shall be operated in compliance with all applicable federal, state, and local laws, ordinances, rules and regulations.
 - iii. The Municipality shall implement a public information program that contains at least the following components:
 - (1) One promotion is to be mailed to each household focused exclusively on the Municipality's recycling program;
 - (2) One promotion advertising recycling opportunities available for residents is to be included in the Municipality's newsletter or local newspaper; and
 - (3) Two community outreach activities at Municipal or Quasi-Municipal events to inform residents about recycling opportunities.
 - iv. The public information components listed above shall focus on all recyclable materials and the various opportunities to recycle within the Municipality. The Municipality shall incorporate Rethink Recycling images and use the toolkits provided when preparing promotional materials. The Municipality, on an ongoing basis, shall identify new residents and provide detailed information on the recycling opportunities available to these new residents. The County shall work with the Municipality on promotional materials to coordinate messages. The Municipality shall provide promotional materials for review prior to publication to ensure accuracy.
 - v. The Municipality shall regularly attend the monthly Solid Waste Abatement Advisory Team meetings per year.
 - vi. The Municipality shall offer one or two spring and fall cleanup/recycling drop-off event(s) where items not normally accepted at the curb are collected for recycling. If the Municipality is hosting a monthly drop-off as described in 4.b.i below, the spring/fall cleanup/recycling drop-off events may be included within that program.

- b. The Municipality is encouraged to expand its recycling program to include one or more of the following components in order to receive additional funding.
- i. Organize monthly/quarterly recycling drop-off events which can be held in conjunction with a neighboring municipality(ies) on a cooperative basis for the citizens of both/all municipalities.
 - ii. Provide a community event recycling program, which at a minimum would consist of providing recycling opportunities at all Municipal sponsored or Quasi-Municipal events and festivals as required by Minn. Stat. § 115A.151. The feasibility of adding organics collection at the event will be explored and if feasible, implemented as an enhancement to the waste abatement program.
 - iii. Provide the opportunity for citizens to engage in recycling activities at Municipal and Quasi-Municipal facilities as required by Minn. Stat. § 115A.151 such as athletic fields and public centers.
 - iv. Organize and manage a Full Service Recycling Drop-off Center.
 - v. Develop enhanced recycling promotion and assistance for multi-units.
 - vi. Develop additional opportunities for Source-Separated Compostable Materials collection.
 - vii. Develop and implement additional opportunities to recycle bulky and problem materials (e.g. appliances, carpet, electronics, mattresses and scrap metal) from residents on an on-going basis either curbside or at a drop-off.
- c. If the Municipality's recycling program did not achieve the Municipality's recycling goals as established by the County for the prior calendar year, the Municipality shall work with the County to prepare a plan to achieve the recycling goals set forth in this Agreement.
- d. The Municipality's recycling program shall be limited to residential programming for funding reimbursements under this Agreement. The County will not reimburse business recycling programming or household hazardous waste programming by the Municipality. Any inquiries or requests regarding these topics should be sent to the County for response.
- e. In addition to the above requirements designed to increase residential recycling opportunities, the Municipality shall provide recycling opportunities in all municipal buildings including but not limited to, city offices, public meeting rooms and parks, as required by Minn. Stat. § 115A.151. If items collected through the Municipal recycling program prove to be contaminated or not recyclable, those items shall be treated as public entity waste and must be processed at a resource recovery facility.¹ Minn. Stat. §§ 115A.46 ,115A.471 and 473.848.

¹ See pages 44-45 of the 2012 Anoka County Solid Waste Management Master Plan regarding the requirements for Public Entity Waste.

- f. Pursuant to Minn. Stat. §§ 115A.46, 115A.471 and 473.848, all waste generated by city/township government activities (including city/town halls, public works and public safety buildings, parks, and libraries, and for city/townships that arrange for waste services on behalf of their residents (organized collection)) shall be delivered to a waste processing plant for disposal as long as capacity is available. Failure to comply with this provision shall constitute a breach of this Grant Agreement resulting in the loss of all Grant Funding unless, pursuant to statute, the Municipality has conferred with the County and developed a plan to comply within a reasonable period of time. ²
5. **REPORTING.** The Municipality shall submit the following reports semi-annually to the County no later than July 20, 2018 and January 10, 2019.
- a. An accounting of the amount of waste which has been recycled as a result of the Municipality's activities and the efforts of other community programs, redemption centers and drop-off centers. For recycling programs, the Municipality shall certify the number of tons of each recyclable material which has been collected and the number of tons of each recyclable material which has been marketed. For recycling programs run by other persons or entities, the Municipality shall also provide documentation on forms provided by the County showing the tons of materials that were recycled by the Municipality's residents through these other programs. The Municipality shall keep detailed records documenting the disposition of all recyclable materials collected pursuant to this Agreement. The Municipality shall also report the number of cubic yards or tons of yard waste collected for composting, chipping, or land spreading, together with a description of the methodology used for calculations. Any other material removed from the waste stream by the Municipality, i.e. tires and used oil, shall also be reported separately.
 - b. Information regarding any revenue received from sources other than the County for the Municipality's recycling programs.
 - c. Copies of all promotional materials that have been prepared by the Municipality during the term of this Agreement to promote its recycling programs.
 - d. The Municipality agrees to support County efforts in obtaining hauler reports by ensuring compliance through ordinance, contract or license requirements and the ability to exercise punitive actions, if needed.

The Municipality agrees to furnish the County with additional reports in form and at frequencies requested by the County for financial evaluation, program management purposes, and reporting to the State of Minnesota.

6. **BILLING AND PAYMENT PROCEDURE.** The Municipality shall submit itemized invoices semi-annually to the County for abatement activities no later than July 20, 2018 and January 10, 2019. Costs not billed by January 10, 2019 may not be eligible for funding. The invoices shall be paid in accordance with standard County procedures, subject to the approval of the Anoka County Board of Commissioners.
7. **ELIGIBILITY FOR FUNDS.** The Municipality is entitled to receive reimbursement for eligible expenses, less revenues or other reimbursement received, for eligible activities up

² *Ibid.*

to the project maximum as computed below, which shall not exceed \$58,599.00. The project maximum for eligible expenses shall be computed as follows:

- a. A base amount of \$10,000 and \$5 per household for recycling activities only;
- b. Enhancement activities as provided according to the schedule in Attachment A and the applications in Attachment B for each of the following services: Full Service Recycling Drop-off Center, Spring/Fall or Monthly/Quarterly Drop-off Events; Municipal Park Recycling; Community Event Recycling; Special Curbside Pickup Events; Multi-unit Recycling; and Organics Collection;
- c. After considering the 2018 Municipal Funding Request applications (Attachment B) designating the additional Grant Projects that the City will undertake in the upcoming year; and
- d. Including an additional change order contingency of up to 10% of the total of the total base funding, Monthly/Quarterly Drop-offs, and General Enhancement grants.

For the Municipality's convenience in determining the amounts for the 2018 Municipal Funding Request, a work plan is included with the Packet. Notwithstanding any provision to the contrary, the County reserves the right to reduce the funding provided hereunder in the event the City does not undertake and complete the additional Grant Projects referenced in Attachment B. The County also reserves the ability to assess the programs and reallocate unused SCORE and LRDG funds mid-year if any participating municipality demonstrates the need for the funding and funds are available.

8. **RECORDS.** The Municipality shall maintain financial and other records and accounts in accordance with requirements of the County and the State of Minnesota. The Municipality shall maintain strict accountability of all funds and maintain records of all receipts and disbursements. Such records and accounts shall be maintained in a form which will permit the tracing of funds and program income to final expenditure. The Municipality shall maintain records sufficient to reflect that all funds received under this Agreement were expended in accordance with Minn. Stat. § 115A.557, Subd. 2, for residential solid waste recycling purposes. The Municipality shall also maintain records of the quantities of materials recycled. All records and accounts shall be retained as provided by law, but in no event for a period of less than five years from the last receipt of payment from the County pursuant to this Agreement.
9. **AUDIT.** Pursuant to Minn. Stat. § 16C.05, the Municipality shall allow the County or other persons or agencies authorized by the County, and the State of Minnesota, including the Legislative Auditor or the State Auditor, access to the records of the Municipality at reasonable hours, including all books, records, documents, and accounting procedures and practices of the Municipality relevant to the subject matter of the Agreement, for purposes of audit. In addition, the County shall have access to the project site(s), if any, at reasonable hours.
10. **GENERAL PROVISIONS.**
 - a. In performing the provisions of this Agreement, both parties agree to comply with all applicable federal, state or local laws, ordinances, rules, regulations or standards established by any agency or special governmental unit which are now or hereafter promulgated insofar as they relate to performance of the provisions of this Agreement.

In addition, the Municipality shall comply with all applicable requirements of the State of Minnesota for the use of SCORE funds provided to the Municipality by the County under this Agreement. The Municipality shall also comply with all relevant portions of the current Anoka County Solid Waste Management Master Plan, and shall participate in the preparation of the successor Master Plans.

- b. No person shall illegally, on the grounds of race, creed, color, religion, sex, marital status, public assistance status, sexual preference, handicap, age or national origin, be excluded from full employment rights in, participation in, be denied the benefits of, or be otherwise subjected to unlawful discrimination under any program, service or activity hereunder. The Municipality agrees to take affirmative action so that applicants and employees are treated equally with respect to the following: employment, upgrading, demotion, transfer, recruitment, layoff, termination, selection for training, rates of pay, and other forms of compensation.
 - c. If the Municipality utilizes the services of a subcontractor for purposes of meeting requirements herein, the Municipality shall be responsible for the performance of all such subcontracts and shall ensure that the subcontractors perform fully the terms of the subcontract. The agreement between the Municipality and a subcontractor shall obligate the subcontractor to comply fully with the terms of this Agreement.
 - d. It is understood and agreed that the entire agreement is contained herein and that this Agreement supersedes all oral and written agreements and negotiations between the parties relating to the subject matter hereof.
 - e. Any amendments, alterations, variations, modifications, or waivers of this Agreement shall be valid only when they have been reduced to writing, duly signed by the parties.
 - f. Contracts let and purchases made under this Agreement shall be made by the Municipality in conformance with all laws, rules, and regulations applicable to the Municipality.
 - g. The provisions of this Agreement are severable. If any paragraph, section, subdivision, sentence, clause or phrase of this Agreement is for any reason held to be contrary to law, such decision shall not affect the remaining portion of this Agreement.
 - h. Nothing in this Agreement shall be construed as creating the relationship of co-partners, joint venturers, or an association between the County and the Municipality, nor shall the Municipality, its employees, agents or representatives be considered employees, agents, or representatives of the County for any purpose.
11. **PUBLICATION.** The Municipality shall acknowledge the financial assistance of the County on all promotional materials, reports and publications relating to the activities funded under this Agreement, by including the following acknowledgement: "Funded by the Anoka County Board of Commissioners and State SCORE funds." The Municipality shall provide copies of all promotional materials funded by SCORE funds.

The County shall provide all printed public information pieces about County programs. A Municipality shall not modify County publications related to business recycling, household hazardous waste management or the County compost sites.

Information about the County's business recycling program, household hazardous waste management program or County compost sites that a Municipality plans to publish in a Municipal communication, printed or electronic, shall be provided to the County for review and approved by the County prior to publication to ensure accuracy and consistency.

12. **INDEMNIFICATION.** The County agrees to indemnify, defend, and hold the Municipality harmless from all claims, demands, and causes of action of any kind or character, including the cost of defense thereof, resulting from the acts or omissions of its public officials, officers, agents, employees, and contractors relating to activities performed by the County under this Agreement.

The Municipality agrees to indemnify, defend, and hold the County harmless from all claims, demands, and causes of action of any kind or character, including the cost of defense thereof, resulting from the acts or omissions of its public officials, officers, agents, employees, and contractors relating to activities performed by the Municipality under this Agreement.

The provisions of this subdivision shall survive the termination or expiration of the term of this Agreement.

13. **TERMINATION.** This Agreement may be terminated by mutual written agreement of the parties or by either party, with or without cause, by giving not less than seven (7) days' written notice, delivered by mail or in person to the other party, specifying the date of termination. If this Agreement is terminated, assets acquired in whole or in part with funds provided under this Agreement shall be the property of the Municipality so long as said assets are used by the Municipality for the purpose of a landfill abatement program approved by the County.

IN WITNESS WHEREOF, the parties hereunto set their hands as of the dates first written above:

CITY OF SPRING LAKE PARK

COUNTY OF ANOKA

By: _____

By: _____

Name: _____

Rhonda Sivarajah, Chair
Anoka County Board of Commissioners

Title: _____

Date: _____

Date: _____

By: _____
Municipality's Clerk

By: _____
Jerry Soma
County Administrator

Date: _____

Date: _____

Approved as to form and legality:

Approved as to form and legality:

By: _____

By: _____

Date: _____

Kathryn M. Timm
Assistant County Attorney

Date: _____

Attachment A

2018 Funding for Municipal Waste Abatement Programs

Municipality	2018 Base Funding and Goals						2018 Additional Enhancement Funds Available*							
	Base Funding: \$10,000 + \$5 Per HH (Household)						Goals: 160 PP MF + 210 PP SF	Monthly/Quarterly Drop-off Events		General Enhancement Grant \$1/HH	Organics Grant \$0.50/HH	Organics Grant \$1/HH	Additional Grant Program	Total Funds Available for Base + Drop-off, General Enhancement and Organics Enhancement Funds
								Up to 4,999 households	5,000+ households					
	Contract Number	Total Pop	HH	\$10,000 Base	\$5.00/HH	Total	\$10,000	\$15,000						
Andover	C0006176	32,335	10,391	\$ 10,000.00	\$ 51,955.00	\$ 61,955.00	3,371	\$ 15,000	\$ 10,391	\$ 5,195.50			\$ 92,541.50	
Anoka	C0006177	17,995	7,436	\$ 10,000.00	\$ 37,180.00	\$ 47,180.00	1,726	\$ 15,000	\$ 7,436	\$ 3,718.00			\$ 73,334.00	
Bethel	C0006178	461	174	\$ 10,000.00	\$ 870.00	\$ 10,870.00	48	\$ 10,000	\$ 174	\$ 87.00			\$ 21,131.00	
Blaine	C0006179	64,188	23,586	\$ 10,000.00	\$ 117,930.00	\$ 127,930.00	6,488	\$ 15,000	\$ 23,586	\$ 11,793.00			\$ 178,309.00	
Centerville	C0006180	3,958	1,351	\$ 10,000.00	\$ 6,755.00	\$ 16,755.00	409	\$ 10,000	\$ 1,351	\$ 675.50			\$ 28,781.50	
Circle Pines	C0006181	4,909	2,021	\$ 10,000.00	\$ 10,105.00	\$ 20,105.00	502	\$ 10,000	\$ 2,021	\$ 1,010.50			\$ 33,136.50	
Columbia Heights	C0006182	20,158	8,155	\$ 10,000.00	\$ 40,775.00	\$ 50,775.00	2,030	\$ 15,000	\$ 8,155	\$ 4,077.50	\$ 8,155		\$ 82,085.00	
Columbus	C0006183	3,870	1,425	\$ 10,000.00	\$ 7,125.00	\$ 17,125.00	406	\$ 10,000	\$ 1,425	\$ 712.50	\$ 1,425		\$ 29,975.00	
Coon Rapids	C0006184	62,726	24,235	\$ 10,000.00	\$ 121,175.00	\$ 131,175.00	6,330	\$ 15,000	\$ 24,235	\$ 12,117.50	\$ 24,235		\$ 194,645.00	
East Bethel	C0006185	11,788	4,155	\$ 10,000.00	\$ 20,775.00	\$ 30,775.00	1,219	\$ 10,000	\$ 4,155	\$ 2,077.50			\$ 47,007.50	
Fridley	C0006186	28,631	11,578	\$ 10,000.00	\$ 57,890.00	\$ 67,890.00	2,770	\$ 15,000	\$ 11,578	\$ 5,789.00			\$ 100,257.00	
Ham Lake	C0006187	15,891	5,406	\$ 10,000.00	\$ 27,030.00	\$ 37,030.00	1,642	\$ 15,000	\$ 5,406	\$ 2,703.00	\$ 5,406		\$ 62,842.00	
Hilltop	C0006188	784	394	\$ 10,000.00	\$ 1,970.00	\$ 11,970.00	68	\$ 10,000	\$ 394	\$ 197.00			\$ 22,561.00	
Lexington	C0006189	2,018	782	\$ 10,000.00	\$ 3,910.00	\$ 13,910.00	200	\$ 10,000	\$ 782	\$ 391.00			\$ 25,083.00	
Lino Lakes	C0006190	20,803	6,529	\$ 10,000.00	\$ 32,645.00	\$ 42,645.00	2,158	\$ 15,000	\$ 6,529	\$ 3,264.50	\$ 6,529		\$ 70,703.00	
Linwood Township	C0006191	5,359	1,959	\$ 10,000.00	\$ 9,795.00	\$ 19,795.00	558	\$ 10,000	\$ 1,959	\$ 979.50	\$ 1,959		\$ 33,713.00	
Nowthen	C0006192	4,548	1,494	\$ 10,000.00	\$ 7,470.00	\$ 17,470.00	477	\$ 10,000	\$ 1,494	\$ 747.00			\$ 29,711.00	
Oak Grove	C0006193	8,360	2,861	\$ 10,000.00	\$ 14,305.00	\$ 24,305.00	874	\$ 10,000	\$ 2,861	\$ 1,430.50			\$ 38,596.50	
Ramsey	C0006194	28,251	8,973	\$ 10,000.00	\$ 44,865.00	\$ 54,865.00	2,696	\$ 15,000	\$ 8,973	\$ 4,486.50	\$ 8,973		\$ 87,811.00	
Spring Lake Park	C0006195	6,219	2,607	\$ 10,000.00	\$ 13,035.00	\$ 23,035.00	622	\$ 10,000	\$ 2,607	\$ 1,303.50	\$ 2,607		\$ 38,249.00	
St. Francis	C0006196	7,400	2,623	\$ 10,000.00	\$ 13,115.00	\$ 23,115.00	751	\$ 10,000	\$ 2,623	\$ 1,311.50			\$ 37,049.50	
		348,652	128,135	\$ 210,000.00	\$ 640,675.00	\$ 850,675.00	35,347	\$ 120,000	\$ 135,000	\$ 128,135	\$ 34,423.00	\$ 59,289	\$ 210,000	\$ 1,537,522.00

2018 Total Allocation includes state SCORE and LRDG funds and additional budgeted program funding.
 Population and Household Counts are based on 2016 Met Council Estimates
 Goals are based on 210 pounds/person/year single family home up to 4 units and 160 pounds/person/year multi-units 5 units or more

*For all enhancement funds, municipalities must complete Attachment B and qualify.

Attachment B

2018 Grant Funding

Applications due January 31, 2018

The City or Town of Spring Lake Park is requesting the following funding for their municipal program abatement efforts in 2018.

General Instructions

Eligible Expenses:

Staffing: Salary and benefits to cover a portion of full-time or part-time recycling program staff who are directly working on the planning, implementation and promotion of waste reduction, recycling and composting programs can be covered with base funding.

Collection Costs: If residents are charged recycling fees for curbside or recycling events, waste abatement funds will reimburse the difference between the fees collected and the cost of recycling or composting the materials.

Equipment: The cost to purchase, maintain and repair equipment that is used exclusively to operate the recycling or composting program.

Containers: The cost for recycling or organics containers.

Promotion: The percentage of cost for the portion of a municipal newsletter dedicated to waste reduction, recycling or composting information.

Ineligible Expenses:

The following costs should not be submitted for reimbursement from dedicated waste abatement funds (SCORE, LRDG and SWMC).

General Municipal Staff: Administrative, clerical, finance and legal staff that provide general support to municipal employees at the city or town.

General Operational Costs/Building Overhead: Since most of the municipal recycling coordinators are part-time positions and staff serve multiple roles at the city/township, it is assumed that the general cost of space, office equipment and basic office supplies would need to be provided with or without the recycling program, therefore, these costs are not eligible for reimbursement.

Project Costs: Specific to energy or ground water protection.

Collection Costs: General waste and recycling costs for the collection of materials from municipal buildings, trash costs when accepted at a recycling/cleanup day or costs associated with road side cleanup of illegally dumped materials.

Attachment B

2018 Base Funding Grant Application Form

Since the start of SCORE (Select Committee On Recycling and the Environment) funding, a similar formula has been distributed to municipalities, \$10,000 base and \$5/household.

This amount should pay for the basic program elements including the percentage of time the recycling coordinator spends on recycling duties, regular curbside collection costs, general operations of a drop-off center, costs for spring and fall recycling days, basic promotion costs and yard waste collection costs.

BASE FUNDING REQUESTED+A35:CA35:B77	Dollar Amount
Administration	
% of time for Recycling Coordinator	34,668.00
Other Staff that directly administer the recycling program	3,494.00
Office supplies needed for recycling program	
Training/Mileage/Dues	500.00
<i>Subtotal</i>	\$ 38,662.00
Curbside Collection	
Estimated curbside collection contract costs	86,808.98
Estimated curbside collection revenue	121,184.16
<i>Difference that requires funding</i> <i>Subtotal</i>	\$ (34,375.18)
Regular Drop-off Expenses	
Equipment - standard equipment maintenance	
Facility costs e.g. electricity, rent, supplies, trash removed from recyclables	
Service Providers/collection costs (Green Lights @ City Hall)	12,000.00
Labor	
Estimated revenue	
<i>Difference that requires funding</i> <i>Subtotal</i>	\$ 12,000.00
Promotion	
Printing	5,000.00
Postage	3,000.00
Advertising	3,000.00
Incentive products	
Contracted performances e.g. Climb, Tricia and the Toonies	
<i>Subtotal</i>	\$ 11,000.00
Yard Waste	
Special Collections for leaves/grass and tree waste	5,565.00
Estimated Curbside Collection Contract Costs	
Estimated Curbside Collection Revenue	
<i>Difference that requires funding</i> <i>Subtotal</i>	\$ 5,565.00
Problem Materials	
Tires	
Oil	
Estimated revenue from oil	
<i>Difference that requires funding</i> <i>Subtotal</i>	\$ -
Total Base Funding Requested	\$ 32,851.82

Attachment B

2018 Municipal Program Enhancement Grant Application

There is \$686,847 available for enhancement activities. When the county started offering additional enhancement grants, the intent was to make these funds available to collect more materials to help the county meet its 75% recycling/composting goal by 2030. This attachment is an application form. All communities must apply for these funds and explain what projects they are proposing that meet the following categories.

Monthly/Quarterly Drop-off Events Grant

- \$10,000 is available for communities with up to 4,999 households
- \$15,000 is available for communities with 5,000 or more households

Additional Drop-off Collection Programs

From the list of targeted materials, it is expected that spring and fall drop-off recycling events will accept appliances, automotive products, bicycles, carpet, confidential paper, electronics, fluorescent lamps, household batteries, mattresses and scrap metal from residents. This funding is provided for additional events beyond the regularly scheduled spring and fall recycling days.

Program Costs for Collecting the Following Targeted Materials

Examples of materials that can be collected for reuse/recycling/composting:

Standard Recyclable Materials Collected at Drop-off Events		Additional Items
Appliances	Fluorescent Bulbs	Block n Shape Polystyrene
Automotive Products	Household Batteries	Furniture*
Bicycles	Mattresses*	Small Household Goods
Carpet*	Scrap Metal	Source Separated Organics
Confidential Paper		Vinyl Siding
Electronics		Yard Waste

None of these materials should be advertised and then collected as trash, specifically those items marked with the *.

Items that should be evaluated for reuse prior to recycling:

Bicycles	Clothing	Furniture	Mattresses
----------	----------	-----------	------------

Special Monthly/Quarterly Drop-off Events	
Equipment	
Service Providers/Collection Costs	30,000.00
9 monthly events with Green Lights Recycling	
Promotional Coupon Costs	
Labor - Staff/organizations	
Other - newspaper ads targeted specifically for monthly (6 Ads)	2,064.00
Full Service Drop-off Center	
Equipment	
Service Providers/Collection Costs	
Additional staffing requirements	
Total Drop-off Program Request	\$ 32,064.00

Please describe the additional drop-off activities and how they will increase the amount of material collected for recycling.

Attachment B

General Enhancement Grant – \$1/household – all municipalities are all eligible for this regardless of size

Eligible categories are listed below. Staffing for multi-family outreach, park recycling or dedicated recycling program interns, event recycling expenses, new recycling containers and promotional materials for additional recycling opportunities are some examples of eligible expenses.

Park Recycling		
-- Recycling Containers	Price/container	
-- Recycling Bags		220.00
Service Providers/Collection Costs		
Labor - Staff costs needed for collection		2,074.40
<i>Park Recycling Subtotal</i>		\$ 2,294.40
Event Recycling - Please list any organics costs in organics section.		
-- Recycling Containers	Price/container	
-- Recycling Bags		
Service Providers/Collection Costs		
Labor - Staff costs needed for collection		
<i>Event Recycling Subtotal</i>		\$ -
Special Curbside Recycling Pickups		
Collection Costs		
Subsidy to resident -- # of items collected x _____		
<i>Special Curbside Subtotal</i>		\$ -
Multi-Unit Recycling Outreach		
Equipment/Promotion		
Staff costs		
<i>Multi-unit Enhancement Subtotal</i>		\$ -
Additional Promotion Costs		
Promotion/Printing/Postage/Advertising		4,717.24
Extra fliers as reminders for monthly events		
<i>Promotion Subtotal</i>		\$ 4,717.24
Total General Enhancement Request		\$ 7,011.64

Please describe the additional general enhancement activities and how they will increase the amount of material collected for reuse or recycling.

Organics Grant

- \$0.50/household for municipalities that do not have a permanent organics program
- \$1/household for municipalities that have a permanent organics drop-off(s) or a curbside program

Organics Program Costs		
Equipment		
-- Organics Containers/Starter Kits	Price/container	
-- Compostable Bags (Bags provided to residents)		1,900.00
-- Compostable Serving Ware - cups/bowls/utensils (Provided to Lions at 2 a		2,000.00
-- Container rental or collection costs (dumpster for organics drop-off)		2,057.00
Promotional costs		
Labor - Staff/organizations # of hours (groups that work at Tower Days)		1,400.00
Total Organics Program Request		\$ 7,357.00

Please describe the additional organics activities planned and how they will increase the amount of material collected for composting.

Attachment B

Additional Grant Program Request

\$30,000 is available based on need. If more applications are received than funds available, applications will be reviewed and those projects with the greatest potential to increase materials collected for recycling will receive the funding. Eligible costs for this category are expenses that cannot be funded by all the other categories. Preference will be given to those communities that are currently spending all enhancement funding on innovative, new program ideas and need additional funds to continue to expand program opportunities throughout 2018 to meet their recycling goal.

Project Description:

Provide a brief, one page or less, project description. The project description should address:

- project scope and design;
- expected outcomes - increased materials collected, increased tons from this project;
- if the project will benefit multiple municipalities or the county;
- key individuals participating in project activities, including any project collaborators;
- overall project timeline; and
- why project is compelling and worthy of funding

Project Budget:

Tasks/Items	Costs
Organics Program excess expenditures	4,750.00
Green Lights Expenses for monthly events	22,064.00
Storage Container for electronics/appliances	2,500.00
Tricia & Toonies - Tower Days Event	750.00
Total Additional Grant Program Request	\$ 30,064.00

Total Funding Requested

Total Base Funding*	\$ 32,851.82
Total Enhancement Funding	
• Monthly/Quarterly Drop-off Funding*	\$ 32,064.00
• General Enhancement Funding*	\$ 7,011.64
• Organics Program Funding	\$ 7,357.00
• Additional Grant Program	\$ 30,064.00
Total Funding Requested	\$ 109,348.46

* These amounts are eligible for up to 10% change order if unexpected costs exceed budgeted amounts.

Grant Funding Decision

2018 Grant Year

The City of Spring Lake Park is eligible for a total of \$ 38,249 for their Municipal program abatement efforts in 2018. The City submitted a timely application for funds (Attachment B) in the amount of \$ 109,348.46.

To the extent that the City requested funds in excess of the total eligible amount and/or the eligible amount in any category it is denied.

The approved funding for the 2018 Residential Recycling Program based on the budgeted expenditures set out in Attachment B and the eligible amount is \$38,249.

	<u>ELIGIBLE</u>	<u>REQUESTED</u>	<u>Award/(Deny)</u>
Base Amount: (no application needed)	\$ 23,035	\$ 32,851.82	\$ 23,035 (9,816.82)
Monthly /Quarterly Drop off Events	10,000	32,064.00	10,000 (22,064)
General Enhancement grant	2,607	7,011.64	2,607 (4,404.64)
Organics Grant	2,607	7,357.00	2,607 (4,750)
Total	<u>\$ 38,249</u>	<u>\$ 79,284.46</u>	<u>\$ 38,249 (41,035.46)</u>

The City has also applied for the Additional Grant program which provides funds up to \$30,000. The City has requested additional funding in the amount of \$ 30,064 for Green Lights expenses for monthly events, excess Organic Program expenses, storage containers, and Tricia & Toonies for Tower Days. The City has been awarded an Additional Grant of \$ 20,350.

The total Award to the City of Spring Lake Park is \$ 58,599.

Reviewed by: 
Kathryn Timm
Assistant County Attorney

Dated: April 4, 2018

Extra up to \$30,000

RESOLUTION NO. 18-13

RESOLUTION APPROVING A CHARITABLE GAMBLING PREMISES WITHIN THE CITY OF SPRING LAKE PARK

WHEREAS, the Spring Lake Park Lions Club has made application to the Minnesota Gambling Control Board (GCB) for a premises permit at the new Sunset Grill, 8466 Highway 65 NE in Spring Lake Park; and

WHEREAS, the Spring Lake Park Lions Club currently conducts lawful gambling at Biffs Sports Bar and Monte's, with no issues; and

WHEREAS, a criminal background check was completed on the gambling manager; and

WHEREAS, the GCB requires the City to approve the premises permit prior to their issuance.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Spring Lake Park that the City Council does hereby approve the Premises Permit Application for the Spring Lake Park Lions to conduct charitable gaming at 8466 Highway 65 NE.

The foregoing Resolution was moved for adoption by Councilmember.

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 16th day of April, 2018.

APPROVED BY:

Cindy Hansen, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator

LG214 Premises Permit Application

Annual Fee \$150 (NON-REFUNDABLE)

REQUIRED ATTACHMENTS TO LG214

1. If the premises is leased, attach a copy of your lease. Use **LG215 Lease for Lawful Gambling Activity**.
2. \$150 annual premises permit fee, for each permit (non-refundable). Make check payable to "State of Minnesota."

Mail the application and required attachments to:
 Minnesota Gambling Control Board
 1711 West County Road B, Suite 300 South
 Roseville, MN 55113

Questions? Call 651-539-1900 and ask for Licensing.

ORGANIZATION INFORMATION

Organization Name: Spring lake Park Lions

License Number: 00584

Chief Executive Officer (CEO) James Kugler

Daytime Phone: 763-234-7695

Gambling Manager: Amanda Jackson

Daytime Phone: 763-286-5039

GAMBLING PREMISES INFORMATION

Current name of site where gambling will be conducted: The Sunset Grill

List any previous names for this location:

Laddie Lake Pub

Niklow's

Street address where premises is located: 8466 Highway 65

(Do not use a P.O. box number or mailing address.)

City: **OR** Township:

County:

Zip Code:

Spring Lake Park

Anoka

55432

Does your organization own the building where the gambling will be conducted?

Yes

No

If no, attach LG215 Lease for Lawful Gambling Activity.

A lease is not required if only a raffle will be conducted.

Is any other organization conducting gambling at this site?

Yes

No

Don't know

Note: Bar bingo can only be conducted at a site where another form of lawful gambling is being conducted by the applying organization or another permitted organization. Electronic games can only be conducted at a site where paper pull-tabs are played.

Has your organization previously conducted gambling at this site?

Yes

No

Don't know

GAMBLING BANK ACCOUNT INFORMATION; MUST BE IN MINNESOTA

Bank Name: Northeast Bank

Bank Account Number: 10012805

Bank Street Address: 200 Coon Rapids Blvd

City: Coon Rapids

State: MN Zip Code: 55433

ALL TEMPORARY AND PERMANENT OFF-SITE STORAGE SPACES

Address (Do not use a P.O. box number):

City:

State: Zip Code:

MN

MN

MN

ACKNOWLEDGMENT BY LOCAL UNIT OF GOVERNMENT: APPROVAL BY RESOLUTION

CITY APPROVAL for a gambling premises located within city limits	COUNTY APPROVAL for a gambling premises located in a township
City Name: _____	County Name: _____
Date Approved by City Council: _____	Date Approved by County Board: _____
Resolution Number: _____ (If none, attach meeting minutes.)	Resolution Number: _____ (If none, attach meeting minutes.)
Signature of City Personnel: _____	Signature of County Personnel: _____
Title: _____ Date Signed: _____	Title: _____ Date Signed: _____
<p>Local unit of government must sign.</p>	<p>TOWNSHIP NAME: _____</p> <p>Complete below only if required by the county. On behalf of the township, I acknowledge that the organization is applying to conduct gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.213, Subd. 2.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>Title: _____ Date Signed: _____</p>

ACKNOWLEDGMENT AND OATH

- | | |
|--|---|
| <ol style="list-style-type: none"> 1. I hereby consent that local law enforcement officers, the Board or its agents, and the commissioners of revenue or public safety and their agents may enter and inspect the premises. 2. The Board and its agents, and the commissioners of revenue and public safety and their agents, are authorized to inspect the bank records of the gambling account whenever necessary to fulfill requirements of current gambling rules and law. 3. I have read this application and all information submitted to the Board is true, accurate, and complete. 4. All required information has been fully disclosed. 5. I am the chief executive officer of the organization. | <ol style="list-style-type: none"> 6. I assume full responsibility for the fair and lawful operation of all activities to be conducted. 7. I will familiarize myself with the laws of Minnesota governing lawful gambling and rules of the Board and agree, if licensed, to abide by those laws and rules, including amendments to them. 8. Any changes in application information will be submitted to the Board no later than ten days after the change has taken effect. 9. I understand that failure to provide required information or providing false or misleading information may result in the denial or revocation of the license. 10. I understand the fee is non-refundable regardless of license approval/denial. |
|--|---|

Signature of Chief Executive Officer (designee may not sign) _____ Date 4-6-18

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process your organization's application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to: Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety, Attorney General, Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

This form will be made available in alternative format, i.e. large print, braille, upon request.

LG215 Lease for Lawful Gambling Activity

LEASE INFORMATION

Organization: Spring Lake Park Lions	License/Site Number: 00584-007	Daytime Phone: 763-784-9179
Address: 8433 Center Drive	City: Spring Lake Park	State: Zip: MN 55432
Name of Leased Premises: The Sunset Grill	Street Address: 8466 Highway 65	
City: Spring Lake Park	State: Zip: MN 55432	Daytime Phone: 763-792-7200
Name of Legal Owner: City of Spring Lake Park	Business/Street Address: 1301 81st Ave NE	
City: Spring Lake Park	State: Zip: MN 55432	Daytime Phone: 763-792-7200
Name of Lessor (If same as legal owner, write "SAME"): Ray McManus	Address: 8466 Highway 65	State: Zip: Daytime Phone: MN 55432 763-286-7088

Check applicable item:
 New or amended lease. Effective date: 5-1-18. Submit changes at least ten days **before** the effective date of the change.
 New owner. Effective date: _____. Submit new lease **within** ten days after new lessor assumes ownership.

CHECK ALL ACTIVITY THAT WILL BE CONDUCTED (no lease required for raffles)

<input checked="" type="checkbox"/> Pull-Tabs (paper)	<input checked="" type="checkbox"/> Electronic Pull-Tabs
<input type="checkbox"/> Pull-Tabs (paper) with dispensing device	<input checked="" type="checkbox"/> Electronic Linked Bingo
<input checked="" type="checkbox"/> Bar Bingo <input type="checkbox"/> Bingo	Electronic games may only be conducted:
<input checked="" type="checkbox"/> Tipboards	1. at a premises licensed for the on-sale of intoxicating liquor or the on-sale of 3.2% malt beverages; or
<input checked="" type="checkbox"/> Paddlewheel <input checked="" type="checkbox"/> Paddlewheel with table	2. at a premises where bingo is conducted as the primary business and has a seating capacity of at least 100.

PULL-TAB, TIPBOARD, AND PADDLEWHEEL RENT (separate rent for booth and bar ops)

BOOTH OPERATION: Some or all sales of gambling equipment are conducted by an employee/volunteer of a licensed organization at the leased premises.

ALL GAMES, including electronic games: Monthly rent to be paid: _____%, not to exceed **10%** of gross profits for that month.
 • Total rent paid from all organizations for only booth operations at the leased premises **may not exceed \$1,750.**
 • The rent cap does not include BAR OPERATION rent for electronic games conducted by the lessor.

BAR OPERATION: All sales of gambling equipment conducted by the lessor or lessor's employee.

ELECTRONIC GAMES: Monthly rent to be paid: 15%, not to exceed **15%** of the gross profits for that month from electronic pull-tab games and electronic linked bingo games.
ALL OTHER GAMES: Monthly rent to be paid: 20%, not to exceed **20%** of gross profits from all other forms of lawful gambling.
 • If any booth sales conducted by a licensed organization at the premises, rent may not exceed **10%** of gross profits for that month and is subject to booth operation **\$1,750** cap.

BINGO RENT (for leased premises where bingo is the primary business conducted, such as bingo hall)

Bingo rent is limited to one of the following:
 • Rent to be paid: _____%, not to exceed **10%** of the monthly gross profit from all lawful gambling activities held during bingo occasions, excluding bar bingo.
 - OR -
 • Rate to be paid: \$ _____ per square foot, not to exceed 110% of a comparable cost per square foot for leased space, as approved by the director of the Gambling Control Board. The lessor must attach documentation, verified by the organization, to confirm the comparable rate and all applicable costs to be paid by the organization to the lessor.
 ⇒ **Rent may not be paid for bar bingo.**
 ⇒ Bar bingo does not include bingo games linked to other permitted premises.

LEASE TERMINATION CLAUSE (must be completed)

The lease may be terminated by either party with a written 30 day notice. Other terms:

LG215 Lease for Lawful Gambling Activity

Lease Term: The term of this agreement will be concurrent with the premises permit issued by the Gambling Control Board (Board).

Management: The owner of the premises or the lessor will not manage the conduct of lawful gambling at the premises. The organization may not conduct any activity on behalf of the lessor on the leased premises.

Participation as Players Prohibited: The lessor will not participate directly or indirectly as a player in any lawful gambling conducted on the premises. The lessor's immediate family and any agents or gambling employees of the lessor will not participate as players in the conduct of lawful gambling on the premises, except as authorized by Minnesota Statutes, Section 349.181.

Illegal Gambling: The lessor is aware of the prohibition against illegal gambling in Minnesota Statutes 609.75, and the penalties for illegal gambling violations in Minnesota Rules 7865.0220, Subpart 3. In addition, the Board may authorize the organization to withhold rent for a period of up to 90 days if the Board determines that illegal gambling occurred on the premises or that the lessor or its employees participated in the illegal gambling or knew of the gambling and did not take prompt action to stop the gambling. Continued tenancy of the organization is authorized without payment of rent during the time period determined by the Board for violations of this provision, as authorized by Minnesota Statutes, Section 349.18, Subd. 1(a).

To the best of the lessor's knowledge, the lessor affirms that any and all games or devices located on the premises are not being used, and are not capable of being used, in a manner that violates the prohibitions against illegal gambling in Minnesota Statutes, Section 609.75.

Notwithstanding Minnesota Rules 7865.0220, Subpart 3, an organization must continue making rent payments under the terms of this lease, if the organization or its agents are found to be solely responsible for any illegal gambling, conducted at this site, that is prohibited by Minnesota Rules 7861.0260, Subpart 1, item H, or Minnesota Statutes, Section 609.75, unless the organization's agents responsible for the illegal gambling activity are also agents or employees of the lessor.

The lessor must not modify or terminate the lease in whole or in part because the organization reported, to a state or local law enforcement authority or to the Board, the conduct of illegal gambling activity at this site in which the organization did not participate.

Other Prohibitions: The lessor will not impose restrictions on the organization with respect to providers (distributor or linked bingo game provider) of gambling-related equipment and services or in the use of net profits for lawful purposes.

The lessor, the lessor's immediate family, any person residing in the same residence as the lessor, and any agents or employees of the lessor will not require the organization to perform any action that would violate statute or rule. The lessor must not modify or terminate this lease in whole or in part due to the lessor's violation of this provision. If there is a dispute as to whether a violation occurred, the lease will remain in effect pending a final determination by the Compliance Review Group (CRG) of the Board. The lessor agrees to arbitration when a violation of this provision is alleged. The arbitrator shall be the CRG.

Access to Permitted Premises: Consent is given to the Board and its agents, the commissioners of revenue and public safety and their agents, and law enforcement personnel to enter and inspect the permitted premises at any reasonable time during the business hours of the lessor. The organization has access to the premises during any time reasonable and when necessary for the conduct of lawful gambling.

Lessor Records: The lessor must maintain a record of all money received from the organization, and make the record available to the Board and its agents, and the commissioners of revenue and public safety and their agents upon demand. The record must be maintained for 3-1/2 years.

Rent All-Inclusive: Amounts paid as rent by the organization to the lessor are all-inclusive. No other services or expenses provided or contracted by the lessor may be paid by the organization, including but not limited to:

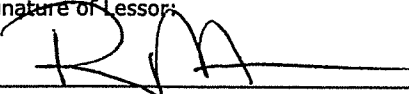
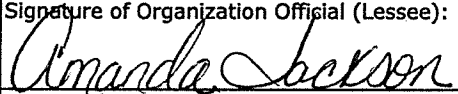
- trash removal
- electricity, heat
- snow removal
- storage
- janitorial and cleaning services
- other utilities or services
- lawn services
- security, security monitoring
- cost of any communication network or service required to conduct electronic pull-tabs games or electronic bingo
- in the case of bar operations, cash shortages.

Any other expenditures made by an organization that is related to a leased premises must be approved by the director of the Board. Rent payments may not be made to an individual.

ACKNOWLEDGMENT OF LEASE TERMS

I affirm that this lease is the total and only agreement between the lessor and the organization, and that all obligations and agreements are contained in or attached to this lease and are subject to the approval of the director of the Gambling Control Board.

Other terms of the lease:

Signature of Lessor: 	Date: 4/6/18	Signature of Organization Official (Lessee): 	Date: 4-6-18
---	-----------------	--	-----------------

Print Name and Title of Lessor: Ray McManus Mgr	Print Name and Title of Lessee: Amanda Jackson Gambling Manager
--	--

Questions? Contact the Licensing Section, Gambling Control Board, at 651-539-1900. This publication will be made available in alternative format (i.e. large print, braille) upon request. **Data privacy notice:** The information requested on this form and any attachments will become public information when received by the Board, and will be used to determine your compliance with Minnesota statutes and rules governing lawful gambling activities.

Mail or fax lease to:
Minnesota Gambling Control Board
1711 W. County Road B, Suite 300 South
Roseville, MN 55113
Fax: 651-639-4032



City of Spring Lake Park
Engineer's Project Status Report

To: Council Members and Staff
From: Phil Gravel

Re: **Status Report for 4.16.18 Meeting**
File No.: R-18GEN

Note: Updated information is shown in *italics*.

MS4 Permit (193802936).

Annual report and annual public meeting will be completed in June (Annual report due June 30th). Annual Training will be completed in the fall.

Surface Water Management Plan (193803949).

Detailed storm water modeling has been completed. We are currently using the storm water model to evaluate proposed conditions to see what can be done to reduce flooding in these areas. We have met with Terry to discuss preliminary results. Staff met with property owners on the south end of Terrace Rd. to discuss possible ponding options, the owners are open to the idea of adding some type of storm water storage feature.

2017 Sanitary Sewer Lining Project (193803782).

This project included sanitary sewer lining in the neighborhood east of Able Street and north of 81st Avenue. The Contractor was Visu-Sewer. Terry Randall is working on follow-up items.

2018 Sanitary Sewer Lining Project (193804547).

This project includes sewer lining in the northeast area of the city. *Construction plans have been prepared. Bids will be received on May 1st and results will be presented to the Council on May 7th.*

2017-2018 Street Seal Coat Project (193803783).

This 2-year project includes 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 will coordinate 2018 work this summer.

Wells 4 and 5: Working with Terry on a process for rehabbing these wells. The timeline for rehabilitating the wells will be late summer for Well 4 and autumn for Well 5. That way a driller can start on Well 4 and, when done, can move to Well 5. The rehab bids will be more competitive if the work on the wells can be scheduled this way, as it will keep a well rig busy for an extended period.

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). In May, a letter requesting the 10-year extension to the Plan will be sent to MDH.*

Other issues/projects.

Attended 3.21.18 Technical Advisory Committee (TAC) meeting for the Coon Creek Watershed District.

Prepared review comments for proposed Public Storage Development.

Still working with cellular companies (Verizon and AT&T) regarding facilities on the water towers.

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.

Supporting Minnesota's Vital System of Transportation



Armstrong Boulevard Bridge (Bridge 02007), City of Ramsey

Minnesota's economic strength and vitality depends on an effective transportation system. To support the state's system of streets, roads and bridges, the Minnesota Department of Transportation distributes funds for highway maintenance and construction to counties, cities and townships based on a formula determined by the legislature.

The department's State Aid for Local Transportation division works closely with local levels of government to ensure the state maintains a safe, effective and coordinated highway network.

Monies from the Minnesota Highway Users Tax Distribution Fund are used to support more than 100,000 miles of trunk highways, county state aid highways, municipal state aid streets and township roads.

Funding sources, including fuel tax revenues, license fees and motor vehicle sales tax revenues, support the highway users fund.

For fiscal year 2018, MnDOT distributed over \$915 million to local governments from the highway users fund.

In addition to funding support, the SALT division provides technical assistance in highway and bridge design, construction and maintenance; authorizes grants for bridge construction; coordinates local federally funded projects; and provides overall management of the state aid system.

SALT links MnDOT with city and county engineers to transfer technical expertise and determine ways to improve the state's highway system.

Minnesota Roads

Trunk Highway	11,749
County State Aid Highways ¹	30,603
Municipal State Aid Streets ²	3,657
County Roads	13,927
Township Roads	56,844
Other Municipal Streets	18,831
Other Minor Systems	3,838
	139,449 miles

¹ In 87 counties

² In 148 cities of population greater than 5,000

Bridges

Trunk Highways	4,001
County Roads	8,202
City Streets	1,529
Township Roads	6,264
	19,996 bridges

mndot.gov/stateaid
651-366-3800
January 2018



DEPARTMENT OF
TRANSPORTATION

Local Roads And Bridges Highway Users Tax Distribution Fund 2018

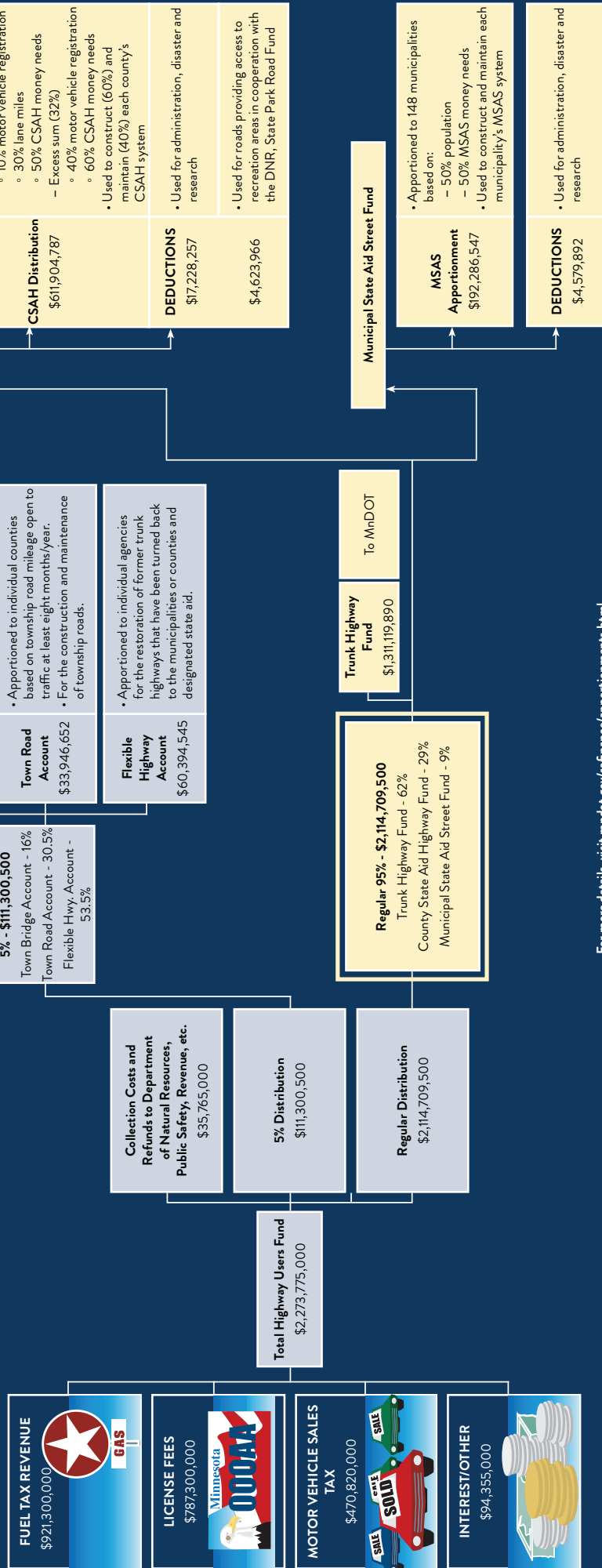


CSAH 3 (2nd Street N.), City of Sauk Rapids

STATE AID FOR LOCAL TRANSPORTATION

Minnesota Highway Users Tax Distribution Fund

2018



For more details, visit mndot.gov/sa/finance/apportionments.html

CORRESPONDENCE

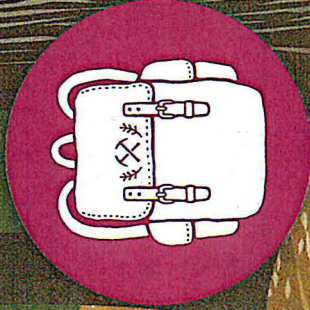
LEAGUE OF MINNESOTA CITIES

CAMP #MNCITIES

ST. CLOUD, MN

JUNE 20-22

Pack your bags and leave
your routine behind as you get
ready for Camp #MnCities!



REGISTER BY APRIL 30 AND SAVE!
Find out more: www.lmc.org/2018ac

2018 ANNUAL CONFERENCE

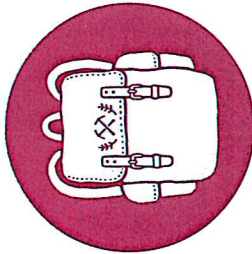
2018 ANNUAL CONFERENCE

REGISTER BY APRIL 30 AND SAVE!

WHAT WILL YOU discover?

Inspiring speakers, ideas to address your city's biggest challenges, time to connect with your friends and colleagues, and more!

- Fill your backpack with tools to fit your needs! Choose sessions on basic city skills, community development strategies, building support for projects, and much more
- Join friends and colleagues around the campfire as you discuss city projects and build relationships during the Camp #MnCities kick-off in the exhibit hall
- Show your city spirit and cheer on city officials and projects during the new awards show and dinner



145 University Ave. West
St. Paul, MN 55103-2044

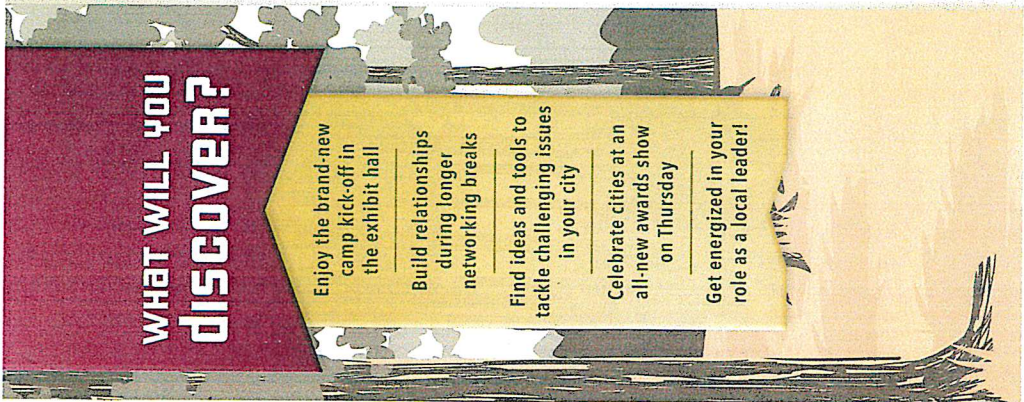
PRSR STD
US POSTAGE PAID
TWIN CITIES MN
PERMIT NO. 3223

GP-1378 T2 P2 *****AUTO**ALL FOR AADC 553

Daniel Buchholtz
Admin-Clk-Treas
City of Spring Lake Park
1301 81st Ave NE
Spring Lake Park MN 55432-2188



DON'T MISS A MINUTE OF THE ACTION!
Make sure you save your spot at Camp #MnCities!
Find out more: www.lmc.org/2018ac



WHAT WILL YOU DISCOVER?

Enjoy the brand-new camp kick-off in the exhibit hall

Build relationships during longer networking breaks

Find ideas and tools to tackle challenging issues in your city

Celebrate cities at an all-new awards show on Thursday

Get energized in your role as a local leader!



LEAGUE OF MINNESOTA CITIES

CAMP #MNCITIES

ST. CLOUD, MN

JUNE 20-22



2018 ANNUAL CONFERENCE

River's Edge Convention Center, St. Cloud, MN

REGISTER BY APRIL 30 AND SAVE!

www.lmc.org/ac18



REGISTER BY APRIL 30 AND SAVE!
www.lmc.org/ac18

**HAVE
OUR PLEDGE**

PRICING & EARLY
BIRD DEADLINES:

400 Regular Attendee
\$450 after April 30, 2018

150 First-Time Attendee
\$450 after April 30, 2018

**250 Cities with Population
Under 1,000**
\$450 after April 30, 2018

600 Company Representative
For company representatives
who are not exhibiting.

These registration fees include admission to all annual
conference sessions, networking, and meal events.
Lodging is not included in these fees.

**HOUSE
OUR BUNK**

LODGING:

Best Western Plus Kelly Inn
100 4th Ave. S.
St. Cloud, MN 56301
(320) 253-0606
Rate: \$99/night, plus tax

Courtyard by Marriott St. Cloud
404 W. Saint Germain St.
St. Cloud, MN 56301
(320) 654-1661
Rate: \$109/night, plus tax

Please contact the hotel directly to make your room
reservations. To receive the special room rate, reserve
by May 31. Ask for the "League of Minnesota Cities"
group block.

2018
HIGHLIGHTS

Don't miss a minute of fun!



Camp Kick-Off: Meet You in the Exhibit Hall!
Wednesday > 5-8 p.m.

Celebrate the start of the conference Wednesday night with friends, old and new, in the exhibit hall! This year's event will feature fun games and activities to help you get to know fellow campers, discover partners and resources, and get in the Camp #MinCities spirit!



Minnesota Cities Awards Show & Dinner
Thursday > 4:30-7 p.m.

Cheer on Minnesota cities during a new awards show Thursday evening! Join city colleagues for an entertaining dinner and program to give cities the recognition they deserve as you applaud award-winning projects, city leadership, and communities advancing in the GreenStep Cities program.



Explore St. Cloud

Wednesday & Thursday > Various times and activities

Get some fresh air and build relationships with your fellow campers as you start the conference off on the right (or left!) foot during a run/walk event and disc golf outing. Then, see how St. Cloud creates a vibrant, welcoming downtown during an afternoon tour on Thursday.



Brand-New Networking Opportunities

Wednesday-Friday > Various times and activities

Connect with city colleagues who have common interests at Wednesday networking meet-ups and during more networking time throughout the conference! Come together to share issues and accomplishments, gather ideas to tackle challenges, and build relationships with fellow campers.



REGISTER BY APRIL 30 AND SAVE!
www.lmc.org/ac18

Camp #MinCities Sponsors
THANK YOU TO OUR 2018
BUSINESS LEADERSHIP COUNCIL



Aggregate & Ready Mix
Association of MN
Bolton & Menk, Inc.
Comcast
Ehlers
Hamline University School of
Business
Kennedy & Graven, Chartered
Lockridge Grindal Nauen
National Joint Powers Alliance
NFP
Utility Service Partners, Inc.
WSB & Associates, Inc.

FOR NEW CITY CLERKS

**Clerks' Orientation
Conference**

June 20-22

The League's popular three-day conference for new city clerks will be held concurrently with the 2018 Annual Conference.

In addition to the orientation program, new clerks will have the opportunity to attend the annual conference keynote and some educational sessions and networking events.

Visit www.lmc.org/clin18 for more information.

**Start planning your trip to St. Cloud now
with the Camp #MnCities schedule:**

**CONFERENCE
AGENDA:**

WEDNESDAY, JUNE 20

- 8 a.m.–8 p.m.
Registration Open
- 9 a.m.–3 p.m.
Pre-Conference Workshop:
Building More Welcoming,
Inclusive Communities:
City Leadership to Advance
Race Equity
- 1 p.m.
Outdoor Events
& Social Activities
- 2 p.m.
Networking Meet-Ups
& Orientation for New
Attendees
- 3:30–5 p.m.
Opening Session &
2018 Legislative Update
- 5–8 p.m.
Camp #MnCities Kick-off
in the Exhibit Hall

THURSDAY, JUNE 21

- 8 a.m.–7 p.m.
Registration Open
- 8:30–9:45 a.m.
General Session:
Rural-Urban Connections:
Growing and Thriving
Together
- 9:45–10:45 a.m.
Networking Break in
Exhibit Hall
- 11 a.m.–12 p.m.
Educational Sessions #1
- 12–1:30 p.m.
Luncheon &
LMC Annual Meeting
- 1:45–2:45 p.m.
Educational Sessions #2
- 2:45–3:15 p.m.
Networking Break
- 3–3:30 p.m.
Short Shot
- 3:15–4:15 p.m.
Educational Sessions
- 3:45–4:15 p.m.
Short Shot
- 4:30–7 p.m.
Minnesota Cities
Awards Show & Dinner

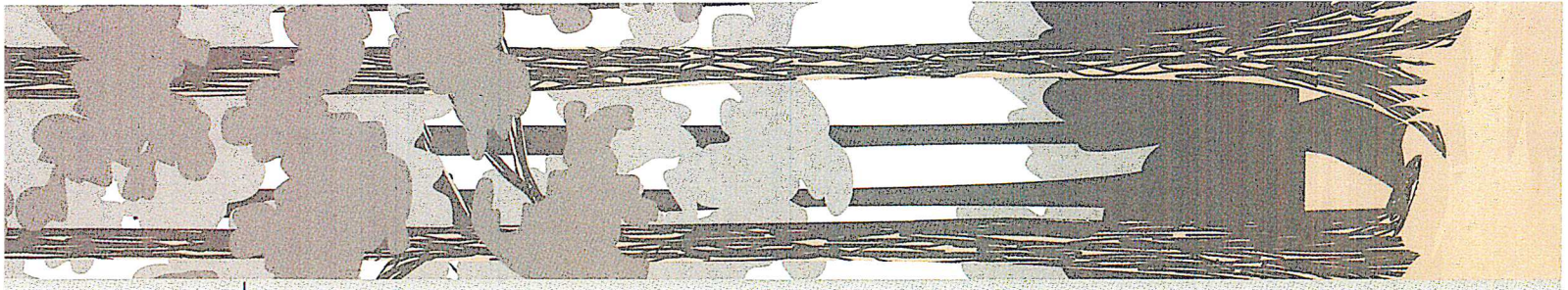
FRIDAY, JUNE 22

- 7–11 a.m.
Registration Open
- 7:30–8:30 a.m.
Affiliate & Delegate
Breakfasts
- 9–10 a.m.
Educational Sessions #4
- 10–10:30 a.m.
Networking Break
- 10:30–11:45 a.m.
Closing Session with
Keynote Speaker Paul
Schmitz

Find out more & explore the full agenda: www.lmc.org/AC18

Questions about the Camp #MnCities experience?

**Contact Kate Brenna at (651) 281-1249 or (800) 925-1122
or kbrenna@lmc.org**



Video Production



Municipal Producer, Trevor Scholl, completed six projects, and worked toward the completion of several more in March. The Spring series of Mayor's Minutes, the Lino Lakes Guns and Hoses Charity Hockey Game, the first in the series of Open to Business segments, and an internal work product for the Blaine City Council regarding Mary Ann Young Senior Center Issues for Consideration, were completed. Programs were also produced by Ben Hayle, T.J. Tronson, and Danika Peterson. Trevor reaches out to City officials and department contacts, every month, regarding potential programming for the channels.

▪ March Completed Videos/Playing on City Channels & Internet

Title	Producer	Runtime
Blaine's Mayor's Minutes	Trevor Scholl	00:05:10
Lexington's Mayor's Minutes	Trevor Scholl	00:05:04
Paul's Barbershop Retirement	Trevor Scholl	00:03:31
Open to Business: Blaine	Trevor Scholl	00:05:23
Guns N Hoses Hockey Game	Trevor Scholl	01:02:55
Mary Ann Young Senior Center Issues for Blaine City Council	Trevor Scholl	00:02:30
Your City Staff: Jean Keely	Danika Peterson/Ben Hayle	00:05:11
Working With Women	Danika Peterson/Ben Hayle	00:03:47
Charity Hockey Game	Danika Peterson/Ben Hayle	00:04:29
Anoka County Board Meeting (3/13/18)	T.J. Tronson	00:14:01
Anoka County Board Meeting (3/27/18)	T.J. Tronson	01:07:29
North Metro Cable Commission Meeting (3/21/18)	Ben Hayle	00:15:00

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

- Editing and Spring b-roll for Centerville's Mayor's Minutes
- Shoot and edit Blaine Lakes Eggstravaganza
- Business matters episode featuring Pressed yoga and juice bar in Blaine
- Call Cities to get more Mayor's Minutes Organized
- Investigating story opportunities with Park and Rec departments with weather getting better
- Circle Pines District Day and a City promo
- Lino Lakes organics recycling
- Tower Days promo for Spring Lake Park

- Open to Business, each Cities involvement
- Ham Lake senior dance day
- Arranging interviews with each City's economic developer about Open to Business
- Learned to update City Carousel graphics and upload videos



Equipment Consulting/Technical Support

Blaine

- No equipment assistance requested or required.

Centerville

- No equipment assistance requested or required.

Circle Pines

- 3/6/18: Checked out microphone issues. Mics seemed ok, but noticed a really touchy mixer in the control room. Set everything appropriately and notified Patrick of a potential issue with turning the pots during recording.
- 3/14/18: Contacted AVI Systems regarding a quote for the Circle Pines HD upgrade. Set up a meeting time with AVI and Patrick to go over HD needs for upgrade.
- 3/19/18: Met with Patrick and AVI Systems at Circle Pines City Hall regarding HD upgrade. They will be submitting a proposal.
- 3/21/18: Alpha Video finally returns calls and wants to submit a proposal for HD upgrade.
- 3/22/18: Met with Alpha Video regarding Circle Pines proposal.

Ham Lake

- 3/21/18: Met with Denise and Z Systems for final walk through for Ham Lake project. Went through all details and made several changes. Met key installer for project.

Lexington

- 3/19/18: Sent Bill an estimate for a 1 and 2 camera option HD upgrade for Lexington.

Lino Lakes

- 3/14/18: Installed the live streaming server in master control and ran a network cable to the switch, a video cable from the patch bay and a network cable to the monitor and keyboard switch. Will need a DVI-D to VGA adapter to function. Will order.
- 3/27/18: Sent Jeff Karlson an email outlining the remaining steps for installation of the streaming server, along with an anticipated timeline to get it up and operational.
- 3/27/18: Met with contract IT guy Ian to adapt fire-wall for new streaming server.
- 3/29/18: Schedule BizzyWeb to program website for new streaming server.
- 3/30/18: Updated Jeff Karlson on live streaming server progress.

Spring Lake Park

- 3/29/18: Went to City Hall to work with cameras again. Broadcast Pix had Matt try a few new things with the system and none of them worked, so he experimented with more settings and found a new camera device profile. He used that configuration for the new cameras and it worked! He has informed Broadcast Pix of the fix so that they will know if it ever comes up with someone else.

All Cities

- 3/19/18: Requested warranty and service contracts for Carousel equipment through Z Systems. Alpha not being responsive to requests.
- 3/20/19: Signed off on Tighrope/Carousel service contracts.

Master Control



Programming Coordinator, Michele Silvester, along with help from Eric Houston and Tarkor Zehn, 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 March:

Title	Producer	Runtime
Blaine City Council Meeting (3/1/18)	Blaine Staff	00:53:30
Blaine Planning Commission Meeting (3/13/18)	Blaine Staff	01:05:18
Blaine City Council Meeting (3/15/18)	Blaine Staff	01:05:11
Blaine Natural Resources Conservation Board Meeting (3/20/18)	Blaine Staff	00:20:23
Blaine Park Board Meeting (3/27/18)	Blaine Staff	01:03:37
Centerville City Council Meeting (3/14/18)	Centerville Staff	00:41:29
Centerville City Council Meeting (3/28/18)	Centerville Staff	01:39:59
Circle Pines Park Board Meeting (3/6/18)	Circle Pines Staff	00:25:22
Circle Pines City Council Meeting (3/13/18)	Circle Pines Staff	00:55:02
Circle Pines Planning Commission Meeting (3/19/18)	Circle Pines Staff	01:16:21
Circle Pines Utility Commission Meeting (3/21/18)	Circle Pines Staff	00:11:17
Circle Pines City Council Meeting (3/27/18)	Circle Pines Staff	00:38:43
Ham Lake City Council Meeting (3/5/18)	Ham Lake Staff	00:15:25
Ham Lake Planning Commission Meeting (3/12/18)	Ham Lake Staff	00:46:05
Ham Lake City Council Meeting (3/20/18)	Ham Lake Staff	00:53:40
Ham Lake Park & Tree Commission Meeting (3/21/18)	Ham Lake Staff	00:31:51
Ham Lake Planning Commission Meeting (3/26/18)	Ham Lake Staff	00:56:07
Lexington City Council Meeting (3/1/18)	Lexington Staff	00:45:08
Lexington City Council Meeting (3/15/18)	Lexington Staff	00:49:59
Lino Lakes Park Board Meeting (3/5/18)	Lino Lakes Staff	01:42:56
Lino Lakes City Council Meeting (3/12/18)	Lino Lakes Staff	00:22:32
Lino Lakes Planning & Zoning Commission Meeting (3/14/18)	Lino Lakes Staff	02:57:20

Lino Lakes City Council Meeting (3/26/18)	Lino Lakes Staff	00:28:12
Lino Lakes Environmental Board Meeting (3/28/18)	Lino Lakes Staff	02:07:15
Spring Lake Park City Council Meeting (3/5/18)	Spring Lake Park Staff	00:20:39
Spring Lake Park City Council Meeting (3/19/18)	Spring Lake Park Staff	00:41:27
26 New Programs		23:54:48 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 Tigtrope system, and played back on each City channel.

City	Number of Times Programs Played	Hours Programmed on Channel
Blaine	176	175:47:23
Centerville	35	36:59:55
Circle Pines	205	143:15:43
Ham Lake	68	58:05:30
Lexington	94	80:58:37
Lino Lakes	94	80:45:39
Spring Lake Park	103	74:59:11
Totals:	775 Program Playbacks	690:51:58 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. Eric is also responsible for encoding any videos that will be displayed. The following work was done for City Carousel units in March:

Blaine

- Transcoded and uploaded 5 videos to Carousel.

Centerville

- Created 2 bulletins for Carousel.

Circle Pines

- Transcoded and uploaded 1 video to Carousel.
- Put all March meetings on hard drive for City
- Created a list of current active Carousel bulletins for Chandra to review
- Created 5 bulletins for Carousel

Ham Lake

- No changes to Carousel content.

Lexington

- Transcoded and uploaded 1 video to Carousel.

Lino Lakes

- Transcoded and uploaded 2 videos to Carousel.
- Created 1 bulletin for Carousel.
- City requested that the Park Board meetings be put on VOD. Created new page on website.
- Programmed setup of Cablecast for new streaming server.
- Work with Tightrope Media Systems to get server set up to run on Reflect service.
- Negotiate timeline for BizzyWeb to create web page for streaming server.
- Test Reflect service. It works.

Spring Lake Park

- Created 7 bulletins for Carousel.
- Removed 5 bulletins at Wanda's request.
- Transcoded and uploaded 1 video to Carousel.

City Channel Signal Monitoring

Blaine

- No channel signal problems.

Centerville

- Council meeting recorded only a Please Stand By graphic. Picked up DVD copy of meeting and transcoded into system for playback and VOD.

Circle Pines

- No channel signal problems.

Ham Lake

- No channel signal problems.

Lexington

- No channel signal problems.

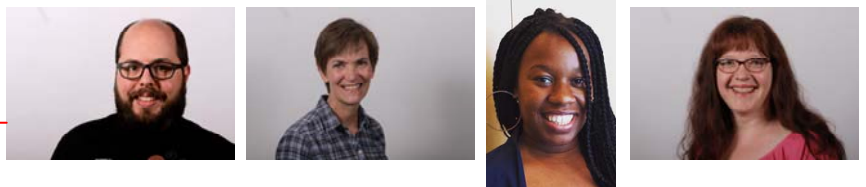
Lino Lakes

- 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 March:

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



Administrative

The issues dealt with in March include following up with the 4th quarter Comcast PEG fee calculation, participating in a franchise and PEG fee audit of Comcast, and developing a model drone ordinance and internal usage policy for Member Cities and NMTV staff.

- **Comcast Fourth Quarter PEG Fee Issue**
 - Had previously noted a significant variation in Comcast's 4th Quarter PEG fee calculation.
 - Emailed Comcast for explanation.
 - Inquiry was forwarded to Regulatory Compliance.
 - Sent follow-up email inquiries to three different individuals, at Comcast, requesting an explanation and resolution for PEG fee deviation.
 - Emailed Comcast and requested contact information for individual in Regulatory Compliance who is dealing with the PEG fee issue. Included legal counsel on email.
 - Received email explanation from Comcast regarding the PEG fee deviation.
 - The deviation was described as a one-time adjustment resulting from an improper procedure for determining fees. Apparently the fees were being calculated on billed revenue rather than earned revenue, resulting in an inaccurate fee payment. The billing system was updated to align taxes and fees, charged to customers, with the associated earned subscriber revenues, upon which they were assessed. The adjustment was described as "a one-time" occurrence.
 - Discussed explanation with Legal Counsel.
 - Discussed conducting a franchise fee audit of Comcast.

Comcast Franchise Fee and PEG Fee Audit

- Discussed franchise fee and PEG fee audits with Legal Counsel.
- Received proposal from Legal Counsel inviting clients to participate in a group audit. Participating with other clients would result in shared costs.
- Discussed participating in franchise fee and PEG fee audits with Operations Committee, Executive Committee, and Cable Commission.
- Conducting franchise fee and PEG fee audits will be part of the franchise renewal process, so it made sense to participate in the group audit, which will result in cost savings for the Commission.
- The Commission approved moving forward with a franchise and PEG fee audit of Comcast as part of a group of Mike Bradley's clients.

Drone Ordinance and Usage Policies

- Received a Drone Policy and Ordinance Project proposal from Mike Bradley.
- Reviewed proposal and included in packets for Operations and Executive Committee consideration.
- Researched League of MN Cities drone policies. Found informational memo that said the League doesn't have a model policy but recommends that Cities adopt one.
- Researched National League of Cities drone policies. Found one. Was fairly vague. Didn't include usage policies.
- Discussed joining drone project with Operations Committee and Executive Committee. Both groups recommended joining the project.
- The Commission considered joining the drone project which will result in a model ordinance for drone usage and internal employee usage policies for each City and the Commission.
- The Commission approved joining in the Drone Policy and Ordinance Project at a cost of no more than \$5,000.

Miscellaneous

- Contacted Mike Bradley for update on Small Cell Ordinance project.
- Relayed a request to Video Engineer, Matt Waldron, that he create an HD upgrade plan for Lexington that includes a one-camera and two-camera option.
- Emailed Commission history to new Cable Commission member.
- Met with Commission insurer to review annual policies and costs.
- Participated in annual audit of finances.
- Processed insurance liability waiver, after Commission approval.
- Created page on website for NMTV Monthly Updates.

North Metro TV

March 2018 Update

Program Production

In March, a total of **78 new programs** were produced utilizing the North Metro facilities, funds, and services. This constitutes **53:15:00 hours of new programming**.

- 26 programs were produced by the public
- 26 programs were produced by NMTV staff
- 26 programs were produced by City staff



Van Shoots

The HD truck was used for **26:45:00** hours of production. Events produced live and recorded for additional playbacks include (Most tournament level games cannot be done live):

- Boys Hockey: 5AAAA Championship: Centennial vs. Maple Grove
- Girls Basketball: 5AAAA Semi-Final: Centennial vs. Park Center
- Boys Basketball: 7AAAA Quarter-Final: Anoka vs. Blaine
- Boys Basketball: 7AAAA Final: Forest Lake vs. Blaine



Workshops

Workshop	Instructor	Organization	Students
Special Production Series Class 19	Eric Houston	Blaine/Ham Lake Girl Scouts	9
Intro to NMTV and Tour	Eric Houston	American Heritage Girls	18
Special Production Series Class 20	Eric Houston	Blaine/Ham Lake Girl Scouts	11
Camera	Eric Houston	General Public	4
Bad Movie Bros Taping	Eric Houston	Video Club	3
Special Production Series Class 21	Eric Houston	Blaine/Ham Lake Girl Scouts	9
Intro to North Metro TV	Eric Houston	General Public	5
Jim Henson and the Muppets Lecture	Eric Houston	General Public	14
Special Production Series Class 22/Premiere Night	Eric Houston	Blaine/Ham Lake Girl Scouts	27
Open Studio Night	Eric Houston	General Public	5
10 Workshops			105 Students

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
TOTAL:	489.75	162	175	109	1,810	\$2,320.00

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
TOTAL PUBLIC USAGE:		1,697.50

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 March highlights include:

- Charity Hockey Game Makes Big Donation
- MN Food Share Month
- Local Survivor Awarded Labor Trafficking Grant
- Minnesotan Travels to Korea to Work At Olympics
- Paul the Barber Celebrates Retirement
- Invictus Brewing Company Moves Closer to Opening
- Metro North Chamber of Commerce Working With Women
- Wonders Ice Cream Opens in Blaine
- Lee Carlson Center Holds Fundraiser
- Habitat for Humanity Celebrates Four New Homes



In addition to daily playbacks of North Metro TV News on the cable systems, there are over 474 local stories archived for viewers on the NMTV YouTube page. The page can be accessed through the northmetrotv.com website.

Sports Den Winter Finale

The hour-and-a-half long Sports Den Winter Finale went out live on Monday, March 26th. Once again, the studio was filled with student athletes from Blaine, Centennial, and Spring Lake Park High Schools. The programming event included highlights from the hockey, wrestling, gymnastics and basketball seasons and interviews. Groups of student athletes were brought onto the set and asked questions about the past season and their future goals. The



students all received a dvd copy of the program to thank them for attending and for being a fan of Sports Den. Replays of the program are playing on the NMTV channels, and is available On Demand, and on the NMTV YouTube page.

Spring Mayor's Minutes

Municipal Producer, Trevor Scholl, has started his Spring round of Mayor's Minutes programs. The Blaine and Lexington versions were completed in March, along with the field work for the Centerville episode. 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. All City Mayor's are contacted and invited to participate.



Girl Scouts Premiere Project

After a long and productive series of classes, the Blaine/Ham Lake Girl Scouts have completed their training and have produced seven video shorts about the lives and careers of pioneering women in film and television, and a PSA about things you can do without your cell phone. At the conclusion of the class series, a special premiere night was held for the girls, and their families and friends. All of the videos were played for the audience and the girls received well deserved recognition for their accomplishments. All of the videos can be seen on the North Metro TV website.



Drone Requests

The NMTV drone is becoming a more common and popular tool for staff video productions. It is being used regularly for sports events, municipal productions, and other staff programs like "On Tap" and "Arrive Alive." City staff are beginning to request footage from the drone for their programs as well. We currently have three municipal drone shoots scheduled, by request of City Staff, including coverage of Circle Pines Clean Up Day, Lexington's Section 4AAA Girls Softball Tournament, and aerial coverage of Centerville's Fetes Des Lacs events. Once Spring arrives...if Spring arrives...drone operator, T.J. Tronson, will be recording new scenic drone shots of each of our Member Cities. In the meantime, if any City Department has a request for drone footage give us a call!

Your City Staff

One episode of Your City Staff was produced in March. It featured Jean Keely, Blaine City Engineer. The episode highlighted her background, career, awards, and the work she does for the City of Blaine. The videos are presented as a news story on North Metro TV News, and then edited into a stand alone video for the City Channels.



City Productions

Municipal Producer, Trevor Scholl, completed seven projects in March, and worked on several more, including Blaine's Lakes Eggstravaganza and Centerville's Spring edition of Mayor's Minutes. Projects completed include:

- Blaine's Mayor's Minutes
- Lexington's Mayor's Minutes
- Paul's Barbershop Retirement
- Open to Business: Blaine
- Lino Lakes Guns N Hoses Charity Hockey Game
- Mary Ann Young Senior Center Issues for Consideration by Blaine City Council



New and ongoing projects include:

- Editing and Spring b-roll for Centerville's Mayor's Minutes
- Shoot and edit Blaine Lakes Eggstravaganza
- Business matters episode featuring Pressed yoga and juice bar in Blaine
- Call Cities to get more Mayor's Minutes Organized
- Investigating story opportunities with Park and Rec departments with weather getting better
- Circle Pines District Day and a City promo
- Lino Lakes organics recycling
- Tower Days promo for Spring Lake Park
- Open to Business, each Cities involvement
- Ham Lake senior dance day
- 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 assistance requested or required.

Centerville

- No equipment assistance requested or required.

Circle Pines

- 3/6/18: Checked out microphone issues. Mics seemed ok, but noticed a really touchy mixer in the control room. Set everything appropriately and notified Patrick of a potential issue with turning the pots during recording.
- 3/14/18: Contacted AVI Systems regarding a quote for the Circle Pines HD upgrade. Set up a meeting time with AVI and Patrick to go over HD needs for upgrade.
- 3/19/18: Met with Patrick and AVI Systems at Circle Pines City Hall regarding HD upgrade. They will be submitting a proposal.
- 3/21/18: Alpha Video finally returns calls and wants to submit a proposal for HD upgrade.
- 3/22/18: Met with Alpha Video regarding Circle Pines proposal.

Ham Lake

- 3/21/18: Met with Denise and Z Systems for final walk through for Ham Lake project. Went through all details and made several changes. Met key installer for project.

Lexington

- 3/19/18: Sent Bill an estimate for a 1 camera HD upgrade for Lexington.

Lino Lakes

- 3/14/18: Installed the live streaming server in master control and ran a network cable to the switch, a video cable from the patch bay and a network cable to the monitor and keyboard switch. Will need a DVI-D to VGA adapter to function. Will order.
- 3/27/18: Sent Jeff Karlson an email outlining the remaining steps for installation of the streaming server, along with an anticipated timeline to get it up and operational.
- 3/27/18: Met with contract IT guy Ian to adapt fire-wall for new streaming server.
- 3/29/18: Schedule BizzyWeb to program website for new streaming server.
- 3/30/18: Updated Jeff Karlson on live streaming server progress.

Spring Lake Park

- 3/29/18: Went to City Hall to work with cameras again. Broadcast Pix had Matt try a few new things with the system and none of them worked, so he experimented with more

settings and found a new camera device profile. He used that configuration for the new cameras and it worked! He has informed Broadcast Pix of the fix so that they will know if it ever comes up with someone else.

All Cities

- 3/19/18: Requested warranty and service contracts for Carousel equipment through Z Systems. Alpha not being responsive to requests.
- 3/20/19: Signed off on Tightrope/Carousel service contracts.

City Channel 16 Playback Stats

City	Number of Times Programs Played	Hours Programmed on Channel
Blaine	176	175:47:23
Centerville	35	36:59:55
Circle Pines	205	143:15:43
Ham Lake	68	58:05:30
Lexington	94	80:58:37
Lino Lakes	94	80:45:39
Spring Lake Park	103	74:59:11
Totals:	775 Program Playbacks	690:51:58 Hours of Video Programming on Channels

Programs Produced by the Public

Title	Producer	Runtime
Put Down Your Phone PSA	Kimberly Ryan/Blaine Ham Lake Girl Scouts	00:01:05
Off Constantly 30 Sec Super Bowl Halftime Recap	D. W. Bauer	00:00:30
Off Constantly 30 Sec Super Bowl Soils Recap	D. W. Bauer	00:00:30
Girl Scouts Presents: Women in Film (7 episodes)	Kimberly Ryan/Blaine Ham Lake Girl Scouts	00:12:57
Toastmasters Live (2 episodes)	Kent Hawks	00:56:28
Off Constantly	D.W. Bauer	00:26:24
Remember?	Sharon Shultz/MacKenzie Kaltow	00:36:19
Every Movie Ever (2 episodes)	Ben Daniels/Ryan Friundschuh, Gavin Van Trease/Eric Houston	00:49:37
Bad Movie Bros	Video Club	00:29:29
A Fresh New Day	Anita Wardlaw	00:10:04
Cornerstone Church (2 episodes)	Rick Bostrom	00:59:28
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	03:59:20
26 New Programs		11:42:11 New Hours

Programs Produced by NMTV Staff

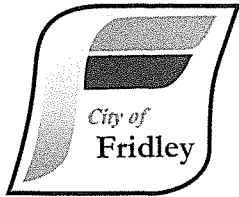
Title	Producer	Runtime
Anoka County Board Meeting (3/13/18)	T.J. Tronson	00:14:01
Anoka County Board Meeting (3/27/18)	T.J. Tronson	01:07:29
NMTC Meeting (3/21/18)	Ben Hayle	00:15:00
NMTV News (4 episodes)	Danika Peterson/Ben Hayle	01:31:38
Charity Hockey Game	Danika Peterson/Ben Hayle	00:04:29
Your City Staff: Jean Keely	Danika Peterson/Ben Hayle	00:05:11
Working With Women	Danika Peterson/Ben Hayle	00:03:47
Lexington's Mayor's MInutes	Trevor Scholl	00:05:04
Paul's Barbershop Retirement	Trevor Scholl	00:03:31
Blaine's Mayor's MInutes	Trevor Scholl	00:05:10
Open To Business: Blaine	Trevor Scholl	00:05:23
Guns N Hoses Hockey Game	Trevor Scholl	01:02:55
Mary Ann Young Senior Center Issues for Blaine City Council	Trevor Scholl	00:02:30
Adapted Floor Hockey: CI: North Suburban vs. Anoka-Hennepin	Kenton Kipp/J. Millington	01:05:28
Boys Hockey: 5AAAA Champ: Centennial/Maple Grove	Kenton Klpp/J. Millington	02:11:18
Girls Basketball: 5AAAA SF: Centennial/Park Center	Kenton Kipp/J. Millington	01:55:09
Boys Basketball: 7AAAA AF: Anoka/Blaine	Kenton Kipp/J. Millington	01:55:09
Boys Basketball: 7AAAA Final: Forest Lake/Blaine	Kenton Kipp/J. Millington	01:48:07
Adapted Floor Hockey: State CI Division 3rd Place Game: North Suburban vs. Anoka Hennepin	Kenton Kipp/J. Millington	01:10:16
Sports Den (3 episodes)	Kenton Kipp/J. Millington	01:27:50
Sports Den Winter Finale	Kenton Kipp/J. Millington	01:21:05
26 New Programs		17:26:11 New Hours

Programs Produced by City Staff

Title	Producer	Runtime
Blaine City Council Meeting (3/1/18)	Blaine Staff	00:53:30
Blaine Planning Commission Meeting (3/13/18)	Blaine Staff	01:05:18
Blaine City Council Meeting (3/15/18)	Blaine Staff	01:05:11
Blaine Natural Resources Conservation Board Meeting (3/20/18)	Blaine Staff	00:20:23
Blaine Park Board Meeting (3/27/18)	Blaine Staff	01:03:37
Centerville City Council Meeting (3/14/18)	Centerville Staff	00:41:29
Centerville City Council Meeting (3/28/18)	Centerville Staff	01:39:59
Circle Pines Park Board Meeting (3/6/18)	Circle Pines Staff	00:25:22
Circle Pines City Council Meeting (3/13/18)	Circle Pines Staff	00:55:02
Circle Pines Planning Commission Meeting (3/19/18)	Circle Pines Staff	01:16:21
Circle Pines Utility Commission Meeting (3/21/18)	Circle Pines Staff	00:11:17
Circle Pines City Council Meeting (3/27/18)	Circle Pines Staff	00:38:43
Ham Lake City Council Meeting (3/5/18)	Ham Lake Staff	00:15:25
Ham Lake Planning Commission Meeting (3/12/18)	Ham Lake Staff	00:46:05
Ham Lake City Council Meeting (3/20/18)	Ham Lake Staff	00:53:40

Title cont.	Producer cont.	Runtime cont.
Ham Lake Park & Tree Commission Meeting (3/21/18)	Ham Lake Staff	00:31:51
Ham Lake Planning Commission Meeting (3/26/18)	Ham Lake Staff	00:56:07
Lexington City Council Meeting (3/1/18)	Lexington Staff	00:45:08
Lexington City Council Meeting (3/15/18)	Lexington Staff	00:49:59
Lino Lakes Park Board Meeting (3/5/18)	Lino Lakes Staff	01:42:56
Lino Lakes City Council Meeting (3/12/18)	Lino Lakes Staff	00:22:32
Lino Lakes Planning & Zoning Commission Meeting (3/14/18)	Lino Lakes Staff	02:57:20
Lino Lakes City Council Meeting (3/26/18)	Lino Lakes Staff	00:28:12
Lino Lakes Environmental Board Meeting (3/28/18)	Lino Lakes Staff	02:07:15
Spring Lake Park City Council Meeting (3/5/18)	Spring Lake Park Staff	00:20:39
Spring Lake Park City Council Meeting (3/19/18)	Spring Lake Park Staff	00:41:27
26 New Programs		23:54:48 New Hours

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



Fridley City Hall

6431 University Ave N.E. Fridley, MN 55432-4303
(763) 571-3450 • FAX (763) 571-1287 • FridleyMN.gov

April 4, 2018

Daniel Buchholtz, City Administrator
City of Spring Lake Park
1301-81st Avenue NE
Spring Lake Park MN 55432

Dear Mr. Buchholtz,

The City of Fridley's draft 2040 Comprehensive Plan is now ready for your review on the City's web site at www.fridleymn.gov. Each Chapter is an individual link, so that you can more easily review a particular topic of interest.

Per the requirements in State Statute 473.858, Subd. 2, you have six months to complete your review of Fridley' plan. You may provide comments via email or by completing the attached form and mailing or faxing it back to me by October 4, 2018. Please return it to my attention at Fridley Municipal Center, 6431 University Ave. NE, Fridley, MN 55432. If you prefer faxing the form, my fax number is 763-571-1287. I look forward to having the opportunity to review your comments to determine how Fridley can partner with our affected jurisdictions in this process.

If you prefer to scan and email this form, my email address is: Julie.jones@fridleymn.gov. My direct phone line is 763-572-3599.

Sincerely,

A handwritten signature in cursive script that reads 'Julie Jones'.

Julie Jones
Planning Manager
City of Fridley

 **DEPARTMENT
OF HEALTH**

PROTECTING, MAINTAINING & IMPROVING THE HEALTH OF ALL MINNESOTANS

March 19, 2018

Spring Lake Park City Council
c/o Mr. Dan Buchholtz, Administrator
Spring Lake Park City Hall
1301 81st Avenue NE
Spring Lake Park, Minnesota 55432

Dear Council Members:

SUBJECT: Quarterly Results for Radiochemical Monitoring, Spring Lake Park, Anoka County,
PWSID 1020029

Enclosed are the results of the most recent radiochemical samples collected from your public water system in accordance with Minnesota Rules, Chapter 4720 and the Safe Drinking Water Act.

Quarterly monitoring for radiochemicals is being conducted on your water system to determine if the system meets the maximum contaminant level (MCL) for gross alpha and/or combined radium 226+228. Samples will be collected for four quarters and the test results will be averaged. If the annual average of results from an entry point exceeds the MCL for either of these contaminants, you will be required to notify the public that the MCL has been exceeded and to take corrective action. The following is a summary of the results:

Sampling Site: Arthur Street Treatment PlantContaminant: **Combined Radium (-226 & -228)**

MCL: 5.4 pCi/L

<u>Date Collected</u>	<u>Results</u>	<u>Units</u>	<u>Sample#</u>	<u>Annual Average</u>
12/20/2017	8.00	pCi/L	17L0774-01	4.9
09/18/2017	5.10	pCi/L	17I0773-01	4.1
05/01/2017	4.30	pCi/L	17E0039-02	3.8
02/14/2017	2.30	pCi/L	17B0726-01	4.0

Contaminant: **Gross Alpha in Water**

MCL: 15.4 pCi/L

<u>Date Collected</u>	<u>Results</u>	<u>Units</u>	<u>Sample#</u>	<u>Annual Average</u>
12/20/2017	12.00	pCi/L	17L0774-01	8.9
09/18/2017	8.70	pCi/L	17I0773-01	7.4
05/01/2017	7.30	pCi/L	17E0039-02	7.0
02/14/2017	7.40	pCi/L	17B0726-01	7.2

Spring Lake Park City Council

Page 2

March 19, 2018

PWSID 1020029

All required radiochemical samples will be collected by your public water system and submitted to the Minnesota Department of Health (MDH) laboratory for analysis. Sample bottle(s) will be mailed to you with a labform and date that you are scheduled to collect your next sample(s). The results will be reported to you as soon as they become available. We will notify you if any action by your system is required.

Gross alpha and radium 226+228 are naturally occurring contaminants that are found in groundwater throughout central and southern Minnesota. Long-term elevated levels of exposure to these contaminants may result in an increased risk of cancer.

This report should be placed in your records and a copy maintained on or near the water system premises and available for public inspection for not less than ten (10) years. If you have any questions, please contact Cindy Swanson at 651/201-4656 or email cindy.swanson@state.mn.us.

Sincerely,



Karla R. Peterson, P.E., Supervisor
Community Public Water Supply Unit
Environmental Health Division
P.O. Box 64975
St. Paul, Minnesota 55164-0975

KRP:CLS

Enclosure

cc: Water Superintendent

Brian A. Noma, MDH St. Paul District Office



Final Report

Minnesota Department of Health
Public Health Laboratory
Environmental Laboratory Section
601 Robert St. N., P.O. Box 64899
St. Paul, MN 55164-0899
651-201-5300

PWSID: 1020029
System Name: Spring Lake Park
City: Spring Lake Park

Program Code: HC

Type: I

Date Received: 12/20/17 12:18
Rep. Temp. (°C): 11.9

Collector Name: Ken Prokott
Collector ID: None

MDH Sample Number: 17L0774-01

Location ID: E05
Sampling Point: Arthur Street Treatment Plant

Collect Date: 12/20/17
Collect Time: 10:30
Matrix: Drinking Water

Field Residual Chlorine Result: None
Field Fluoride Result: None
Field pH Result: None
Field PO₄ Result: None

Results were produced by the Minnesota Department of Health, except where noted.

Radiochemical Parameters

Analyte	Result	Reporting Limit	Counting Uncertainty	Units	Batch	Prepared	Analyzed	Init.	Method	Qualifiers
Gross Alpha	12	3.0	3.5834	pCi/L	B8A0328	01/29/18 11:41	02/12/18 00:00	JJF	EPA 900.0	
Radium-226	3.8	1.0	0.4430	pCi/L	B7L0305	12/21/17 11:38	01/17/18 00:00	SAP	EPA 903.0/904.0	
Radium-228	4.2	1.0	0.8890	pCi/L	B7L0305	12/21/17 11:38	12/27/17 16:25	SAP	EPA 903.0/904.0	

FINAL REPORT

Report ID: 02152018 80640

Generated: 2/15/2018 8:06:38AM

Authorized by:

Paul Moyer, Environmental Laboratory Manager
Public Health Laboratory, Minnesota Department of Health

*The results in this report apply only to the samples analyzed.
This report must not be reproduced, except in full, without the written approval of the laboratory.*



Final Report

Minnesota Department of Health
 Public Health Laboratory
 Environmental Laboratory Section
 601 Robert St. N., P.O. Box 64899
 St. Paul, MN 55164-0899
 651-201-5300

PWSID: 1020029

Results were produced by Minnesota Department of Health, except where noted.

Batch B7L0305 - Radiochemistry Ra-226 Ra-228 Prep

Blank (B7L0305-BLK1)

Prepared: 12/21/17 11:38 Analyzed: 01/17/18 00:00

Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Radium-226	<	1.0	pCi/L							SAP	
Radium-228	<	1.0	pCi/L							SAP	

LCS (B7L0305-BS1)

Prepared: 12/21/17 11:38 Analyzed: 01/17/18 00:00

Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Radium-226	9.8	1.0	pCi/L	10.13		96	90-110			SAP	
Radium-228	16.2	1.0	pCi/L	17.67		92	80-120			SAP	

LCS Dup (B7L0305-BSD1)

Prepared: 12/21/17 11:38 Analyzed: 01/17/18 00:00

Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Radium-226	10.5	1.0	pCi/L	10.13		104	90-110	7	20	SAP	
Radium-228	17.1	1.0	pCi/L	17.67		97	80-120	5	20	SAP	

Duplicate (B7L0305-DUP1)

Source: 17L0731-03

Prepared: 12/21/17 11:38 Analyzed: 01/17/18 00:00

Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Radium-226	1.2	1.0	pCi/L		<			36	20	SAP	QT
Radium-228	2.2	1.0	pCi/L		1.5			39	20	SAP	QT

Matrix Spike (B7L0305-MS1)

Source: 17L0774-01

Prepared: 12/21/17 11:38 Analyzed: 01/17/18 00:00

Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Radium-226	15.4	1.0	pCi/L	10.13	3.8	114	80-120			SAP	
Radium-228	19.3	1.0	pCi/L	17.67	4.2	86	70-130			SAP	

Batch B8A0328 - Radiochemistry Alpha/Beta Prep

Blank (B8A0328-BLK1)

Prepared: 01/29/18 11:41 Analyzed: 02/12/18 00:00

FINAL REPORT

Report ID: 02152018 80640

Generated: 2/15/2018 8:06:38AM

Authorized by:

The results in this report apply only to the samples analyzed.
 This report must not be reproduced, except in full, without the written approval of the laboratory.

Paul Moyer, Environmental Laboratory Manager
 Public Health Laboratory, Minnesota Department of Health



Final Report

Minnesota Department of Health
Public Health Laboratory
Environmental Laboratory Section
601 Robert St. N., P.O. Box 64899
St. Paul, MN 55164-0899
651-201-5300

PWSID: 1020029

Results were produced by Minnesota Department of Health, except where noted.

Batch B8A0328 - Radiochemistry Alpha/Beta Prep

Blank (B8A0328-BLK1)

Prepared: 01/29/18 11:41 Analyzed: 02/12/18 00:00

Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Gross Alpha	<	3.0	pCi/L							JJF	

LCS (B8A0328-BS1)

Prepared: 01/29/18 11:41 Analyzed: 02/12/18 00:00

Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Gross Alpha	48.1	3.0	pCi/L	52.91		91	80-120			JJF	

Duplicate (B8A0328-DUP1)

Source: 17L0195-01

Prepared: 01/29/18 11:41 Analyzed: 02/12/18 00:00

Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Gross Alpha	1.0	3.0	pCi/L		<			12	20	JJF	

Matrix Spike (B8A0328-MS1)

Source: 17L0032-01

Prepared: 01/29/18 11:41 Analyzed: 02/12/18 00:00

Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Gross Alpha	57.9	3.0	pCi/L	52.91	<	106	70-130			JJF	

Matrix Spike Dup (B8A0328-MSD1)

Source: 17L0032-01

Prepared: 01/29/18 11:41 Analyzed: 02/12/18 00:00

Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Gross Alpha	35.3	3.0	pCi/L	52.91	<	64	70-130	49	20	JJF	M6

Data Qualifiers and Definitions

- M6 Matrix spike and/or matrix spike duplicate recovery was outside laboratory limits, the associated standard reference material recovery was acceptable.
- QT RPD between sample duplicates not within acceptance limits. Analyte concentration within range for RER comparison and RER within acceptance limits.

FINAL REPORT

Report ID: 02152018 80640

Generated: 2/15/2018 8:06:38AM

Authorized by:

*The results in this report apply only to the samples analyzed.
This report must not be reproduced, except in full, without the written approval of the laboratory.*

Paul Moyer, Environmental Laboratory Manager
Public Health Laboratory, Minnesota Department of Health



Final Report

Minnesota Department of Health
Public Health Laboratory
Environmental Laboratory Section
601 Robert St. N., P.O. Box 64899
St. Paul, MN 55164-0899
651-201-5300

PWSID: 1020029

Work Order Comments

Samples were received in proper condition.

FINAL REPORT

Report ID: 02152018 80640

Generated: 2/15/2018 8:06:38AM

Authorized by:

Paul Moyer, Environmental Laboratory Manager
Public Health Laboratory, Minnesota Department of Health

*The results in this report apply only to the samples analyzed.
This report must not be reproduced, except in full, without the written approval of the laboratory.*