



**CITY COUNCIL AGENDA
TUESDAY, JANUARY 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 – January 2, 2018
 - B. Disbursements
 1. General Operations Disbursement Claim No. 17-23 \$161,990.80
 2. Liquor Fund Disbursement Claim No. 17-24 \$229,482.55
 - C. Statement of Fund Balance/Budget to Date – December 2017
 - D. Resolution 18-01 Authorizing Fund Closures and Transfers
 - E. Resolution 18-03 Resolution Denying Therapeutic Massage Individual License
 - F. Dedication of Terrace East Field to Don Busch
 - G. Approval of Statement of Values Policy
 - H. Approval of Dover Kennel Animal Control Contract
 - I. Contractor's Licenses
 - J. Business License – Massage Therapy
 - K. Correspondence
7. PRESENTATION
 - A. Volunteer Appreciation Awards for Beyond the Yellow Ribbon Volunteers
8. POLICE REPORT
9. PARKS AND RECREATION REPORT
10. ORDINANCES AND/OR RESOLUTIONS
 - A. Resolution 18-02 Approving Hy-Vee First Addition of Spring Lake Park Plat
11. NEW BUSINESS
 - A. Approval of Liquor License Application – Sota Tap House and Grill
 - B. Authorize Plans for 2018 Sewer Lining Project
 - C. Authorize Purchase and Order of 2018 Police Squad
 - D. Authorize Purchase and Order of 2018 Police Chief and Investigator Vehicles
 - E. Approval of Site Development Agreement – Hy-Vee
 - F. Approval of Utility and Sidewalk Access and Maintenance Agreement
12. ENGINEER'S REPORT
13. ATTORNEY'S REPORT
14. REPORTS
 - A. Administrator Reports
15. OTHER
16. ADJOURN

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

RULES FOR DISCUSSION FROM THE FLOOR AND PUBLIC HEARINGS

DISCUSSION FROM THE FLOOR

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

PUBLIC HEARINGS

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

The following format will be used to conduct the hearing:

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

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council was held on January 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; Administrator Buchholtz and Executive Assistant Gooden

Visitors: Olivia Alveshere, ABC Newspaper
Ray McManus, Ham Lake, MN
Shawn McManus, Ham Lake, MN

3. Pledge of Allegiance

4. Additions or Corrections to Agenda

Administrator Buchholtz reported that an updated copy of the 2018 Appointment list was provided to the Council. He noted that a change was made to effective dates and an addition of a previously appointed Parks and Recreation Commission member to the list.

5. Discussion From The Floor - None

6. Consent Agenda:

Mayor Hansen reviewed the following Consent Agenda items:

- A. Approval of Work Session Minutes – December 11, 2017
- B. Approval of Minutes – December 18, 2017
- C. Contractor's Licenses
- D. Business License - Massage
- E. Correspondence

Mayor Hansen asked that a correction be made to the Call to Order on the December 11, 2017 minutes, as she was not in attendance. Councilmember Delfs noted that the date needed correcting. The changes were noted.

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

7. Public Works Report

Public Works Director Randall reported that the Public Works Department has been preparing the ice rinks and warming houses; continue to collect the garbage and recycling at the parks, and work on repairs to the equipment. He reported that the Department plowed and salted twice in the month of December. He reported that the warming houses opened on December 26, 2017.

Mr. Randall reported that there were two water main breaks in December. He stated that there was water damage to the interior of one home as a result of one the breaks. He stated that the League of Minnesota Insurance Trust (LMCIT) has been informed and it will be up to the homeowners insurance and the LMCIT insurance to work out the specifics of the claim.

Mr. Randall reported all the water meters have been read with the exception of 55, which require a new radio or meter repair. He stated that the City has been given a 10-year extension by the DNR on its wellhead protection plan.

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

8. Code Enforcement Report

Building Official Brainard reported that he attended the Council meetings on December 4 and December 18; a Department Head meeting on December 5; the Minnesota Building Technician Association meeting on December 7; and the North Suburban Code Official's meeting on December 19.

Mr. Brainard stated that in 2107, a total of 250 building permits were issued compared to 268 in 2016. He reported that the total valuation for 2017 of \$31,066,551.75 compared to \$7,877,263.86 in 2016 indicates a 254% increase. He noted the total building permit revenue for 2018 of \$309,459.72 compared to \$116,519.63 in 2016, shows a 266% increase. He noted that with two projects ready for plan review starting in January 2018; it gives an indication that 2018 will be a very busy year for the Code Enforcement Department.

Mr. Brainard reported that revenues for the Code Enforcement Department in 2017 have exceeded revenue budget projections by 265%. He stated that the expenditure budget for 2017 was set at \$165,735.00 while revenue generated through building, plumbing, mechanical, plan reviews, certificate of occupancies, vacant/foreclosure properties, and rentals totaled \$439,825.39.

Mr. Brainard reported that the December 2017 vacancy listing shows that there are 15 vacant/foreclosed residential properties currently posted and/or soon posted by the Code Enforcement Department, which is down two from last month. There are two vacant/foreclosed commercial property, which is remains the same from last month; and six residential properties currently occupied and ready for Sheriff Sale redemption, which remains the same last month. He reported that he posted one abandoned and/or vacant property notice in month of December and conducted two certificate of occupancy inspections; in addition, no Administrative Offense Tickets were issued by the Code Enforcement Department.

Mr. Brainard thanked Kristine Pearson and Nancy Kelm for their assistance to the Code Enforcement Department this past year. Administrator Buchholtz also thanked Executive Assistant Gooden for her assistance with the Administrative Citation process.

Mr. Brainard stated that one of the challenges for the Code Enforcement Department will include addressing the inspection demand for the Legends of Spring Lake Park, plan review and inspections for upcoming

construction projects and maintaining current services for rental and nuisance inspections.

Mr. Brainard provided an update on the construction of the Legends of Spring Lake Park and showed the Council samples of some the materials from the construction site.

9. New Business

A. 2018 Appointments

Administrator Buchholtz presented the 2018 appointments to the City Council. Mayor Hansen inquired if the Councilmembers had reviewed the appointments and if there were any objections to the appointments.

Councilmember Goodboe-Bisschoff stated that she was not appointed to as many commissions as she had in the past year. She inquired if she could be placed as an alternate member of the Trunk Highway 65 Corridor Coalition. Mayor Hansen stated that she could not and she would be willing to discuss Councilmember Goodboe-Bisschoff appointments with her at a later time.

Mayor Hansen reminded the Councilmembers that if they are not appointed to a certain committee, they should not attend the meeting as their attendance could create a quorum and violate the open meeting law.

Councilmember Goodboe-Bisschoff inquired if Councilmembers could attend various meetings as private resident of the City even if they are not speaking at the meeting. Attorney Thames stated that with a five member Council, if three Councilmembers are present at a meeting, gathering or event, it creates a quorum and this creates an environment where city business could possibly be discussed or shared.

Administrator Buchholtz reminded the Councilmembers and the residents that the Planning Commission meetings are televised and can be viewed from home. He reminded the Councilmembers that should decide to attend any meeting; he will need be made aware of their attendance ahead of time, so that a quorum notice can be prepared and posted for the event or meeting.

MOTION MADE BY COUNCILMEMBER HANSEN TO APPROVE 2018 APPOINTMENTS. ROLL CALL VOTE: COUNCILMEMBERS NELSON, WENDLING, DELFS AND MAYOR HANSEN- AYES; COUNCILMEMBER GOODBOE-BISSCHOFF - NAY. MOTION CARRIED.

B. Approval of Tenant Lease (8466 Central Avenue NE)

Administrator Buchholtz reported that RS Properties Corporation desires to enter into a lease with the City of Spring Lake Park to operate a bar/restaurant at 8466 Central Avenue NE.

Administrator Buchholtz reported that the City Attorney has drafted the lease on behalf of the City. He reviewed the following highlights of the lease:

- The lease is a five lease with the option for a five-year renewal.
- The monthly rent for the first five-year term is \$5,600/month, triple net. The monthly rent for the second five-year term increases to \$7,000/month, triple net. The tenant is responsible for payment of property taxes, property insurance, and general building maintenance.
- One month's rent is required as a damage deposit.

- Tenant will receive three month's rent free, which will cover the buildout time for the new bar/restaurant concept.

Administrator Buchholtz stated that the lease is similar to the original lease executed between the City and PNN Café, Inc. He stated the lease would have an effective date of January 15, 2018 being contingent on the successful issuing of the liquor license at the January 16, 2018 Council meeting.

Ray McManus reported that the plan for the new restaurant/bar would be simple concept offering a variety of lunch and dinner options with breakfast offerings on the weekends. He stated that he will be active in the community and will offer charitable gambling benefiting the local charities. He explained to the Council that he owns three well known establishments currently. He noted that he and Shawn McManus have both been successful in the restaurant business and want to keep a hometown feel to new restaurant.

Councilmember Wendling inquired if the new restaurant will have the same feel and atmosphere as the other restaurants owned by Mr. McManus. Mr. McManus stated that it will be a bit more upscale offering healthy options but other have the ability to have specialty items on the menu and has plans of the lower level to be refurbished and events to be held.

Councilmember Goodboe-Bisschoff inquired as what the hours of operation will be of the new restaurant. Mr. McManus stated that they are not set yet but more than likely will open at 10:00 AM and remain open until midnight or later.

Mr. Brainard inquired if there would any remodeling taking place. Mr. McManus stated that there will not any structural remodeling. He stated that he hopes to have the remodeling completed as soon as possible for very little down time.

The Council welcomed the McManus' to the community and wished them good luck with the new business.

MOTION MADE BY MAYOR HANSEN TO APPROVE TENANT LEASE AT 8466 CENTRAL AVENUE NE. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

C. Consideration of Amendment to City's Investment Policy

Administrator Buchholtz provided proposed revisions to the City's investment policy and noted that there are two changes. He stated that first is to expand the amount of funds that are pooled for investment purposes. He noted that this reflects current practice, as the City currently pools liquor store funds with the other city funds for investment purposes. He stated that the second change is to require an investment report to be distributed to the City Council on a quarterly basis, rather than semi-annually which also reflects current practice.

MOTION MADE BY MAYOR HANSEN TO APPROVE AMENDMENT TO CITY'S INVESTMENT POLICY. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

12. Engineer's Report

Engineer Gravel had no new items to report.

13. Attorney's Report

Attorney Thames had no new items to report.

14. ReportsA. Beyond the Yellow Ribbon Report

Councilmember Nelson reported that the Beyond the Yellow Ribbon organization will be working with the National Guard to distribute funds to the families who are in need. He reported that the local Holiday gas station will be assisting in the collection of the cards and distribution. He stated that the volunteers who have helped the Beyond the Yellow Ribbon organization will be recognized at the next City Council meeting on January 16, 2018.

Councilmember Nelson reported that there is the possibility in the new year of hosting two dinners a month. He encouraged residents to volunteer and to continue to attend the monthly dinners.

15. OtherA. Administrator Reports

Administrator Buchholtz thanked the Councilmembers who attended the Employee Recognition/Christmas party in December. He noted that the employees appreciated the Councilmembers being present.

Administrator Buchholtz thanked Public Works Director Randall and Public Works employees, specifically Ken Prokott, for assisting with the water main breaks that have occurred after their normal working hours. He thanked the Department for their hard work and dedication.

16. Adjourn

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

The meeting was adjourned at 7:45 P.M.

Cindy Hansen, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

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

Date: Dec 2017
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Claim Res.#17-23

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
63636	AISHAH ALAMIN	RECREATION REFUND	39.00
63637	ANOKA COUNTY	AMENDED LEASE AGREEMENT	92.00
63638	ANOKA COUNTY	PICTOMETRY FLIGHT	843.50
63639	AT & T MOBILITY	MONTHLY SERVICES	1,016.95
63640	BATTERIES PLUS BULBS	BATTERIES	80.85
63641	BOBBIE JOHNSON	RECREATION REFUND	70.00
63642	CARSON, CLELLAND & SCHREDER	LEGAL SERVICES	10,495.47
63643	CENTERPOINT ENERGY	MONTHLY UTILITIES	1,302.79
63644	COTTENS INC	PARTS	321.33
63645	ECM PUBLISHERS, INC.	PUBLISHING	215.00
63646	G & K SERVICES	MATS	81.88
63647	G & N ENTERPRISES	SUPPLIES	227.00
63648	GOPHER STATE ONE-CALL INC	LOCATES	71.55
63649	IIMC REGION VI	REGISTRATION	115.00
63650	INNOVATIVE OFFICE SOLUTIONS LLC	SUPPLIES	80.86
63651	INSTRUMENTAL RESEARCH INC	TOTAL COLIFORM BACTERIA	72.00
63652	KRISTIN O'CONNELL	RECREATION REFUND	39.00
63653	LEANN & LAWRENCE DOREMUS	OVERPAYMENT WATER BILL	200.28
63654	LIBERTY TITLE INC.	OVERPAYMENT WATER BILL	6.69
63655	MANSFIELD OIL COMPANY	FUEL	1,973.11
63656	MCCLELLAN SALES INC	SUPPLIES/BATTERIES	289.00
63657	QUILL	SUPPLIES	91.46
63658	SLP FIRE DEPARTMENT	FIRE PROTECTION	17,288.00
63659	TASC	ADMIN FEES	30.08
63660	THE HOME DEPOT CREDIT SERVICES	MONTHLY CREDIT CARD	23.22
63661	VISU-SEWER INC	ENGINEERING FEES	18,012.00
63662	WASTE MANAGEMENT OF WI-MN	MONTHLY SERVICES	7,023.38
63663	AFLAC	PAYROLL	22.17
63664	CENTRAL PENSION FUND	PAYROLL	260.04
63665	DEARBORN NATIONAL	PAYROLL	413.41
63666	DELTA DENTAL	PAYROLL	1,617.56
63667	FIDELITY SECURITY LIFE	PAYROLL	31.35
63668	HEALTH PARTNERS	PAYROLL	11,944.84
63669	L.E.L.S.	PAYROLL	245.00
63670	LOCAL 49	PAYROLL	103.50
63671	NCPERS MINNESOTA-7750811	PAYROLL	56.00
63672	ALPHA VIDEO AND AUDIO INC	SONY CAMERA	6,467.00
63673	BATTERIES PLUS BULBS	BATTERIES	134.73
63674	BERKLEY ADMINISTRATORS	CLAIM	290.59
63675	BLAINE LOCK & SAFE INC	SERVICES	204.50
63676	BUILD BY DESIGN	ESCROW REFUND	107.00

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

Date: Dec 2017
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Claim Res.#17-23

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
63677	CENTERPOINT ENERGY	MONTHLY UTILITIES	956.88
63678	CHAMPION YOUTH	RECREATION INSTRUCTOR	1,591.80
63679	CHRISTINE SINGH	RECREATION REFUND	6.00
63680	COMCAST	MONTHLY SERVICES	115.42
63681	COMMERS PRINTING INC	SUPPLIES	337.35
63682	CONNEXUS ENERGY	MONTHLY UTILITIES	327.27
63683	COORDINATED BUSINESS SYSTEMS L1	MAINTENCE CONTRACT	1,175.44
63684	CORE & MAIN LP	SINGLE WIRED UNIT/TOUCHREADER	15,608.70
63685	COTTENS INC	PARTS	15.99
63686	ECM PUBLISHERS, INC.	PUBLISHING	344.13
63687	FERGUSON WATERWORKS #2516	PARTS	2,517.68
63688	FLEETPRIDE	PARTS	629.22
63689	G & K SERVICES	MATS	81.88
63690	GREEN LIGHTS RECYCLING INC	RECYCLING EVENT	2,051.45
63691	IKUMI MIURA	RECREATION REFUND	6.00
63692	JOHN VANDERMYDE	RECREATION REFUND	6.00
63693	KERRY CASEY	RECREATION REFUND	30.00
63694	MANSFIELD OIL COMPANY	FUEL	748.76
63695	JILL MASON	RECREATION INSTRUCTOR	250.00
63696	METROPOLITAN COUNCIL	SAC DEFERRAL FOR MINNSPROUTS	830.79
63697	MUNICIPAL PAVING PLANT	ASPHALT MIX	112.30
63698	KAY OKEY	REIMBURSEMENT	105.87
63699	S&P GLOBAL RATINGS	ANALYTICAL SERVICES RENDERED	9,025.00
63700	SHARON KLEVEN	RECREATION REFUND	122.00
63701	SHELLY TORNIAINEN	RECREATION REFUND	6.00
63702	TRUST IN US, LLC	DRUG TESTING	250.00
63703	TWIN CITIES BMEU WEST	POSTAGE	850.00
63704	XCEL ENERGY	MONTHLY UTILITIES	11,498.45
63705	ASPEN MILLS	UNIFORM ALLOWANCE	555.80
63706	BATTERIES PLUS BULBS	BATTERIES	14.99
63707	CITY OF SPRING LAKE PARK	LADDIE LAKE FINAL WATER BILL	10,903.51
63708	CITY OF ST. PAUL	TRAINING	165.00
63709	COMM-WORKS, LLC	MONTHLY SERVICES	125.00
63710	COON RAPIDS CHRYSLER	AUTO SERVICES	18.53
63711	COORDINATED BUSINESS SYSTEMS L1	MAINTENCE AGREEMENT	798.30
63712	COTTENS INC	SUPPLIES	51.48
63713	DAVE CHLEBECK	UNIFORM ALLOWANCE	74.98
63714	DOUGLAS EBELTOFT	UNIFORM ALLOWANCE	690.75
63715	EMERGENCY AUTOMOTIVE TECHNOL	AUTO SERVICES	170.00
63716	MICHAEL LEDMAN	RECREATION INSTRUCTOR	480.00
63717	MCCLELLAN SALES INC	PARTS	149.00

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

Date: Dec 2017
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Claim Res.#17-23

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
63718	MENARDS-CAPITAL ONE COMMERIC	MONTHLY CREDIT CARD	312.37
63720	OFFICE OF MN.IT SERVICES	MONTHLY FIBER OPTICS	46.40
63721	PERFECT 10 QUICK LUBE	AUTO SERVICES	39.95
63722	RICHFIELD BUS CO	RECREATION BUS SERVICES	659.50
63723	TRUST IN US, LLC	DRUG TESTING	175.00
63724	ANDY JENNINGS	OVERPAYMENT WATER BILL	173.60
63725	AFLAC	PAYROLL	22.17
63726	CENTRAL PENSION FUND	PAYROLL	260.04
63727	DEARBORN NATIONAL	PAYROLL	506.71
63728	DELTA DENTAL	PAYROLL	1,617.56
63729	FIDELITY SECURITY LIFE	PAYROLL	31.35
63730	HEALTH PARTNERS	PAYROLL	11,944.84
63731	L.E.L.S.	PAYROLL	245.00
63732	LOCAL 49	PAYROLL	103.50
63733	NCPERS MINNESOTA-7750811	PAYROLL	56.00
		TOTAL DISBURSEMENTS	161,990.80

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: DECEMBER 2017
PAGE 1 OF 3
CLAIMS RES: 17-24

FUND: LIQUOR OPERATIONS

<u>VOUCHER VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
30404 DEARBORN NATIONAL	PAYROLL 11/26/17-12/9/17	\$ 46.25
30405 DELTA DENTAL	PAYROLL 11/26/17-12/9/17	\$ 130.86
30406 FIDELITY SECURITY LIFE	PAYROLL 11/26/17-12/9/17	\$ 3.29
30407 HEALTH PARTNERS	PAYROLL 11/26/17-12/9/17	\$ 587.62
30408 MN TEAMSTER	PAYROLL 11/19/17-12/2/17	\$ 55.00
30409 CENTER POINT ENERGY	GAS SERVICE	\$ 67.33
30410 CITY OF SPRING LAKE PARK	REIMBURSEMENT	\$ 329.43
30411 CULLIGAN	OPERATING SUPPLIES	\$ 18.00
30412 SILENT WATCHDOG	MONTHLY DVR RENTAL	\$ 60.00
30413 XCEL ENERGY	ELECTRICITY	\$ 1,776.19
30414 US BANK	ATM REFILL	\$ 5,000.00
30415 DELTA DENTAL	PAYROLL 12/10/17-12/23/17	\$ 130.86
30416 MN TEAMSTER	PAYROLL 12/3/17-12/16/17	\$ 55.00
30417 HEALTH PARTNERS	PAYROLL 12/10/17-12/23/17	\$ 587.62
30418 DEARBORN NATIONAL	PAYROLL 12/10/17-12/23/17	\$ 46.25
30419 FIDELITY SECURITY LIFE	PAYROLL 12/10/17-12/23/17	\$ 3.29
30420 AMERICNA BOTTLING COMPANY	JUICE/MIX/POP PURCHASE	\$ 137.50
30421 ARTISAN BEER COMPANY	BEER PURCHASE	\$ 236.50
30422 BELLBOY CORPORATION	LIQUOR PURCHASE	\$ 677.50
30423 BERNICK'S WINE	BEER PURCHASE	\$ 266.85
30424 BREAKTHRU BEVERAGE MINNESOTA	BEER - LIQUOR - WINE PURCHASE	\$ 11,545.11
30425 CAPITOL BEVERAGE SALES	CREDIT - BEER PURCHASE	\$ 10,721.71
30426 CITYWIDE WINDOW SERVICES INC	WINDOW CLEANING	\$ 31.00
30427 CRYSTAL SPRINGS ICE	ICE PURCHASE	\$ 161.20
30428 DAHLHEIMER BEVERAGE LLC	BEER PURCHASE	\$ 890.66
30429 G & K SERVICES	CLEANIGN SUPPLIES	\$ 70.36
30430 HOHENSTEINS INC	BEER PURCHASE	\$ 797.00
30431 JJ TAYLOR COMPANIES	BEER PURCHASE	\$ 3,598.89
30432 JOHNSON BROTHERS LIQUOR CO	CREDIT - LIQUOR - WINE PURCHASE	\$ 8,931.97
30433 PAUSTIS WINE COMPANY	WINE PURCHASE	\$ 169.14
30434 PHILLIPS WINE & SPIRITS CO	LIQUOR - WINE PURCHASE	\$ 951.32
30435 PLAYNETWORK	MEDIA SERVICES	\$ 32.01
30436 POPP.COM	TELEPHONE SERVICES	\$ 196.90
30437 RED BULL DISTRIBUTING COMPANY	JUICE/MIX/POP PURCHASE	\$ 98.00
30438 SOUTHERN GLAZER'S OF MN	LIQUOR - WINE PURCHASE	\$ 2,738.63
30439 WATSON COMPANY	CIGAR - CIGARETTE & JUICE/MIX/POP	\$ 3,282.38
30440 WINE COMPANY	WINE PURCHASE	\$ 484.25
30441 Z WINES USA LLC	WINE PURCHASE	\$ 542.00
30442 BREAKTHRU BEVERAGE MINNESOTA	BEER - LIQUOR - WINE PURCHASE	\$ 12,126.31
30443 CAPITOL BEVERAGE SALES	BEER PURCHASE	\$ 617.70
30444 CITY OF SPRING LAKE PARK	REIMBURSEMENT	\$ 435.43
30445 DAHLHEIMER BEVERAGE LLC	BEER PURCHASE	\$ 349.45
30446 FLAHERTYS HAPPY TYME CO	JUICE/MIX/POP PURCHASE	\$ 114.00
30447 JJ TAYLOR COMPANIES	BEER PURCHASE	\$ 6,253.00
30448 JOHNSON BROTHERS LIQUOR CO	CREDIT - LIQUOR - WINE PURCHASE	\$ 18,329.48
30449 PAUSTIS WINE COMPANY	WINE PURCHASE	\$ 401.21
30450 PHILLIPS WINE & SPIRITS CO	WINE PURCHASE	\$ 774.78
30451 SAASTAMOINEN, LAURA	MILEAGE REIMBURSEMENT	\$ 64.20

CITY OF SPRING LAKE PARK
CLAIMS APPROVED AND PAID

DATE: DECEMBER 2017
PAGE 2 OF 3
CLAIMS RES: 17-24

FUND: LIQUOR OPERATIONS

<u>VOUCHER VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
30452 SOUTHERN GLAZER'S OF MN	LIQUOR PURCHASE	\$ 10,271.62
30453 TRIO SUPPLY COMPANY	OPERATING SUPPLIES	\$ 118.57
30454 WINE MERCHANTS	CREDIT - WINE PURCHASE	\$ 521.10
	E-Checks	8,673.55
PAYROLL (Vacation Buy Back)		3,690.60
PAYROLL (12/8/17)		9,268.37
PAYROLL (12/22/17)		9,279.29
OTP TAX (NOV.)		-
SALES TAX (NOV)		13,043.00
YEARLY TRANSFER		75,000.00
PW SERVICES TRANSFER		1,164.40
TOTAL DISBURSEMENTS		\$ 225,953.93

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

CITY OF SPRING LAKE PARK
STATEMENT OF FUND BALANCE
12/31/2017 UNAUDITED

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE</u>
101	GENERAL	\$ 1,659,688.20
102	ELECTIONS	\$ 63,672.05
103	POLICE RESERVES	\$ 2,554.55
104	NORTH CENTRAL SUBURBAN CABLE	\$ (615.51)
108	POLICE FORFEITURES	\$ 16,455.21
112	ESCROW TRUST	\$ 139,990.23
115	COMPREHENSIVE PLAN UPDATE	\$ 13,305.71
<u>SPECIAL REVENUE FUNDS</u>		
224	SMALL EQUIPMENT REPLACEMENT	\$ 17,710.87
225	PARK ACQUISITION & IMPROVEMENTS	\$ 593,700.78
226	PARK EQUIPMENT & IMPROVEMENTS	\$ 11,110.54
227	HRA EXCESS	\$ 239,975.82
229	SANBURNOL PARK IMPROVEMENTS	\$ 15,902.69
230	RECYCLING	\$ 42,984.04
234	STREET LIGHTING	\$ 28,103.73
235	RIGHT-OF-WAY MAINTENANCE	\$ 1,853.22
237	PARK & RECREATION SPECIAL PROJECTS	\$ 18,178.75
238	GRANTS & SPECIAL PROJECTS	\$ 1,721.13
240	TOWER DAYS	\$ 11,365.91
243	PUBLIC SAFETY RADIO REPLACEMENT	\$ 7,738.06
244	RECREATION PROGRAMS	\$ 352,198.68
248	TRAFFIC EDUCATION	\$ 63,751.39
249	EMERGENCY MANAGEMENT	\$ 5,633.77
250	ANIMAL CONTROL	\$ 2,011.31
251	FORESTRY	\$ 350.00
<u>DEBT SERVICE FUNDS</u>		
304	2016A NORTH METRO CABLE BOND DEBT SERVICE	\$ -
313	2011A FIRE EQUIPMENT BOND-DEBT SERVICE	\$ 4,147.08
328	2013B PUBLIC WORKS BUILDING-DEBT SERVICE	\$ 34,487.50
329	2013A EQUIPMENT CERTIFICATE-DEBT SERVICE	\$ 159,476.71
330	2014A G.O. IMPROVEMENT-DEBT SERVICE (2014-15 ST PRJ)	\$ 887,806.55
331	2017A G.O. EQUIPMENT CERTIFICATE-SLP FIRE	\$ 21,266.86
332	2018A G.O. EQUIPMENT CERTIFICATE-DEBT SERVICE	\$ (9,025.00)
384	2013A (Refi 2005A) FIRE DEPARTMENT-DEBT SERVICE	\$ 57,686.09
<u>CAPITAL PROJECTS FUNDS</u>		
400	REVOLVING CONSTRUCTION	\$ 813,117.75
402	MSA MAINTENANCE	\$ 49,212.19
403	CAPITAL REPLACEMENT	\$ 378,185.37
407	SEALCOATING	\$ 29,952.84
410	LAKESIDE/LIONS PARK IMPROVEMENT	\$ 21,891.68
416	BUILDING MAINTENANCE & RENEWAL	\$ 121,279.84
421	81ST AVE REHAB-MSA	\$ 122,775.93
425	STORM SEWER REHAB	\$ 179,250.43
427	ABLE ST & TERRACE RD IMPROVEMENTS	\$ 160,325.90
429	2013 EQUIPMENT CERTIFICATE	\$ 6,644.04
430	2014-2015 STREET IMPROVEMENT PRJ	\$ 471,424.93
431	2017A G.O. EQUIPMENT CERTIFICATE-SLP FIRE	\$ 203,772.26
432	2018A G.O. EQUIPMENT CERTIFICATE-DEBT SERVICE	\$ 125,000.00
<u>ENTERPRISE FUNDS</u>		
600	PUBLIC UTILITY RENEWAL & REPLACEMENT	\$ 1,983,316.04
601	PUBLIC UTILITY OPERATIONS	\$ 960,939.90
602	WATER TREATMENT PLANT	\$ 589,852.45
609	MUNICIPAL LIQUOR	\$ 212,387.95
610	ON-SALE NOTE PROCEEDS	\$ 519,105.67
<u>INTERNAL SERVICE FUNDS</u>		
700	SEVERANCE	\$ 30,274.62
GRAND TOTAL		<u><u>\$ 11,443,896.71</u></u>

MEMORANDUM

DATE: Wednesday, January 10, 2018

TO: Mayor, City Council and Department Heads
FROM: Peggy Anderson, Accountant 
RE: Budget to Date (as of December 31, 2017)

Attached is the December, 2017 Budget to Date for revenue and expenditures. A strict adherence to the year-to-date ratio would have each expenditure line item with **0% remaining**. The overall General Fund ratio is **5.20%**.

This is an unaudited report. Year end adjustments may change the results.

CITY OF SPRING LAKE PARK

Statement of Revenue and Expenditures

Revised Budget

For GENERAL FUND (101)

For the Fiscal Period 2017-12 Ending December 31, 2017

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
Revenues					
101.00000.31010 CURRENT TAXES	\$ 0.00	\$ 1,311,547.79	\$ 2,902,082.00	\$ 2,847,368.58	1.89%
101.00000.31020 DELINQ TAXES	0.00	971.87	0.00	17,581.96	0.00%
101.00000.31910 PENALTIES & INTEREST	0.00	992.19	0.00	5,117.93	0.00%
101.00000.32110 LIQUOR LICENSES	0.00	7,250.00	29,800.00	33,473.97	(12.33%)
101.00000.32178 PAWN INVESTIGATION FEE	0.00	0.00	100.00	0.00	100.00%
101.00000.32179 PAWN SHOP LICENSES	0.00	0.00	6,252.00	6,252.00	0.00%
101.00000.32180 CIGARETTE,DANCE,BINGO,MIS	0.00	150.00	5,200.00	6,143.00	(18.13%)
101.00000.32181 SIGN PERMITS	0.00	468.00	5,500.00	6,767.00	(23.04%)
101.00000.32208 CONTRACTORS LICENSES	0.00	795.00	7,000.00	10,045.00	(43.50%)
101.00000.32210 BUILDING PERMIT	0.00	(122,210.34)	60,000.00	77,160.17	(28.60%)
101.00000.32211 BUILDING PERMIT SURCHARG	0.00	97.47	3,000.00	5,419.22	(80.64%)
101.00000.32230 PLUMBING PERMIT	0.00	265.00	4,000.00	16,792.00	(319.80%)
101.00000.32231 PLUMBING PERMIT SURCHAR	0.00	5.00	300.00	879.00	(193.00%)
101.00000.32232 HEATING & A/C PERMITS	0.00	260.00	8,000.00	54,747.02	(584.34%)
101.00000.32233 HTG & A/C SURCHARGES	0.00	5.00	400.00	1,060.52	(165.13%)
101.00000.32240 PET LICENSE	0.00	0.00	500.00	396.00	20.80%
101.00000.32260 CERTIFICATE OF OCCUPANCY	0.00	350.00	2,500.00	2,600.00	(4.00%)
101.00000.32261 VACANT PROPERTY REGISTR	0.00	400.00	4,000.00	1,456.33	63.59%
101.00000.32262 SOLICITORS LICENSE	0.00	0.00	0.00	50.00	0.00%
101.00000.33401 LOCAL GOVERNMENT AID	0.00	170,060.50	340,132.00	340,121.00	0.00%
101.00000.33404 PERA INCREASE AID	0.00	2,887.50	5,775.00	5,775.00	0.00%
101.00000.33416 POLICE TRAINING REIMB	0.00	0.00	3,600.00	3,497.20	2.86%
101.00000.33421 INSURANCE PREMIUM-POLICE	0.00	0.00	80,000.00	91,670.49	(14.59%)
101.00000.34102 ZONING LETTERS	0.00	0.00	0.00	200.00	0.00%
101.00000.34103 SPEC USE,ZONING,SUB-DIV	0.00	900.00	3,200.00	5,890.00	(84.06%)
101.00000.34104 PLAN CHECKING FEES	0.00	1,438.59	12,000.00	111,045.66	(825.38%)
101.00000.34105 SALE OF MAPS,COPIES ETC	0.00	60.00	300.00	592.00	(97.33%)
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%
101.00000.34111 ADM. GAMBLING EXPENSES	0.00	0.00	33,042.00	0.00	100.00%
101.00000.34115 GUN RANGE FACILITY USE	0.00	0.00	375.00	60.00	84.00%
101.00000.34117 ROOM-FACILITY RENTAL	0.00	0.00	0.00	100.00	0.00%
101.00000.34201 POLICE & FIRE ALARM PERMIT	0.00	0.00	1,250.00	2,850.00	(128.00%)
101.00000.34203 ACCIDENT REPORTS	0.00	0.00	0.00	60.50	0.00%
101.00000.34204 RENTAL HOUSING REGISTRATI	0.00	6,975.00	55,000.00	55,402.32	(0.73%)
101.00000.34205 RIGHT OF WAY APPLICATIONS	0.00	0.00	2,250.00	2,881.20	(28.05%)
101.00000.34801 INSURANCE DIVIDENDS	0.00	7,909.00	10,000.00	7,909.00	20.91%
101.00000.34950 REFUNDS & REIMB	0.00	0.00	4,000.00	409.72	89.76%
101.00000.35101 COURT FINES	0.00	2,804.21	70,000.00	38,350.32	45.21%
101.00000.35102 ADM OFFENSE FINES	0.00	455.00	3,500.00	4,745.00	(35.57%)
101.00000.35347 TEP-GENERAL FUND PORTION	0.00	0.00	20,000.00	1,815.06	90.92%
101.00000.35348 PROPERTY ROOM REVENUE	0.00	0.00	0.00	382.07	0.00%
101.00000.35349 MN DRIVING DIVERSION PROG	0.00	100.00	500.00	1,000.00	(100.00%)
101.00000.35350 DETOX TRANSPORTATION	0.00	0.00	200.00	0.00	100.00%
101.00000.36210 INTEREST EARNINGS	0.00	608.86	20,000.00	1,591.73	92.04%
101.00000.36901 LIAISON OFFICER	0.00	18,788.00	75,152.00	75,152.00	0.00%

CITY OF SPRING LAKE PARK
Statement of Revenue and Expenditures

Revised Budget
For GENERAL FUND (101)
For the Fiscal Period 2017-12 Ending December 31, 2017

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
101.00000.39100 CPWL REIM FOR SERVICES	0.00	0.00	4,000.00	0.00	100.00%
101.00000.39101 RECYCLE PARK PRGM-REIM F	0.00	0.00	0.00	1,037.20	0.00%
101.00000.39202 TRANSFER FROM PUBLIC UTILI	0.00	46,351.00	47,740.00	46,351.00	2.91%
101.00000.39203 CONTRIBUTION FROM LIQUOR	0.00	75,000.00	75,000.00	75,000.00	0.00%
101.00000.39206 TRANSFER FROM RECYCLING	0.00	2,500.00	2,500.00	2,500.00	0.00%
101.00000.39207 TRANSFER FROM RECREATIO	0.00	60,000.00	60,000.00	60,000.00	0.00%
Total Revenues	0.00	1,598,184.64	3,968,320.00	4,029,698.17	(1.55%)
Total GENERAL FUND Revenues	\$ 0.00	\$ 1,598,184.64	\$ 3,968,320.00	\$ 4,029,698.17	(1.55%)

Expenditures**MAYOR AND COUNCIL Expenditures**

101.41110.01030 PART TIME EMPLOYEES	\$ 0.00	\$ 2,607.88	\$ 31,296.00	\$ 31,294.56	0.00%
101.41110.01211 DEFINED CONTR PLAN/PERA	0.00	(105.57)	1,685.00	1,056.62	37.29%
101.41110.01220 FICA/MC CONTRIBUTIONS-EMP	0.00	199.50	2,395.00	2,394.00	0.04%
101.41110.01510 WORKERS COMPENSATION	0.00	0.00	80.00	59.00	26.25%
101.41110.02100 OPERATING SUPPLIES	0.00	0.00	511.00	393.11	23.07%
101.41110.03310 TRAVEL EXPENSE	0.00	0.00	260.00	513.45	(97.48%)
101.41110.03500 PRINTING & PUBLISHING	0.00	215.00	1,800.00	419.26	76.71%
101.41110.04300 CONFERENCE & SCHOOLS	0.00	0.00	2,310.00	1,039.00	55.02%
101.41110.04330 DUES & SUBSCRIPTIONS	0.00	0.00	9,438.00	9,509.00	(0.75%)
101.41110.04955 DISCRETIONARY	0.00	0.00	3,800.00	965.87	74.58%
Total MAYOR AND COUNCIL Expenditures	0.00	2,916.81	53,575.00	47,643.87	11.07%

ADMINISTRATION Expenditures

101.41400.01010 FULL TIME EMPLOYEES	0.00	23,910.55	298,395.00	298,891.75	(0.17%)
101.41400.01050 VACATION BUY BACK	0.00	6,006.95	1,000.00	6,006.95	(500.70%)
101.41400.01210 PERA CONTRIBUTIONS-EMPLO	0.00	1,730.36	22,380.00	22,270.57	0.49%
101.41400.01220 FICA/MC CONTRIBUTIONS-EMP	0.00	2,241.45	22,904.00	23,101.55	(0.86%)
101.41400.01300 HEALTH INSURANCE	0.00	4,234.94	48,520.00	49,980.71	(3.01%)
101.41400.01313 PRUDENTIAL LIFE INSURANCE	0.00	19.02	230.00	230.38	(0.17%)
101.41400.01510 WORKERS COMPENSATION	0.00	0.00	2,500.00	1,404.02	43.84%
101.41400.02000 OFFICE SUPPLIES	0.00	(227.68)	3,848.00	1,830.63	52.43%
101.41400.02030 PRINTED FORMS	0.00	178.35	1,644.00	1,369.76	16.68%
101.41400.02100 OPERATING SUPPLIES	0.00	0.00	625.00	545.50	12.72%
101.41400.02220 POSTAGE	0.00	88.25	3,695.00	3,751.83	(1.54%)
101.41400.03210 TELEPHONE	0.00	52.70	750.00	580.48	22.60%
101.41400.03310 TRAVEL EXPENSE	0.00	230.76	3,300.00	3,192.58	3.26%
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	1,510.69	39.57%
101.41400.04050 MAINTENANCE AGREEMENTS	0.00	1,175.44	7,192.00	8,111.32	(12.78%)
101.41400.04300 CONFERENCE & SCHOOLS	0.00	115.00	6,425.00	4,965.55	22.72%
101.41400.04330 DUES & SUBSCRIPTIONS	0.00	0.00	735.00	326.00	55.65%
101.41400.04390 US BANK CC REBATE-MISCELL	0.00	0.00	0.00	(889.41)	0.00%
101.41400.04500 CONTRACTUAL SERVICES	0.00	843.50	4,245.00	5,177.54	(21.97%)
Total ADMINISTRATION Expenditures	0.00	40,599.59	431,348.00	432,358.40	(0.23%)

CITY OF SPRING LAKE PARK

Statement of Revenue and Expenditures

Revised Budget
For GENERAL FUND (101)
For the Fiscal Period 2017-12 Ending December 31, 2017

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
ASSESSOR Expenditures					
101.41500.04000 CONTRACTUAL SERVICE	0.00	0.00	35,500.00	26,172.00	26.28%
Total ASSESSOR Expenditures	0.00	0.00	35,500.00	26,172.00	26.28%
AUDIT & ACCTG SERVICES Expenditures					
101.41540.03010 AUDIT & ACCTG SERVICES	0.00	0.00	9,612.00	9,594.00	0.19%
Total AUDIT & ACCTG SERVICES Expenditures	0.00	0.00	9,612.00	9,594.00	0.19%
I.T. SERVICES Expenditures					
101.41600.04000 I.T. SERVICES	0.00	197.32	26,590.00	35,169.07	(32.26%)
Total I.T. SERVICES Expenditures	0.00	197.32	26,590.00	35,169.07	(32.26%)
LEGAL FEES Expenditures					
101.41610.03040 LEGAL FEES	0.00	9,017.32	125,000.00	85,555.79	31.56%
Total LEGAL FEES Expenditures	0.00	9,017.32	125,000.00	85,555.79	31.56%
ENGINEERING FEES Expenditures					
101.41710.03030 ENGINEERING FEES	0.00	0.00	9,000.00	3,435.36	61.83%
Total ENGINEERING FEES Expenditures	0.00	0.00	9,000.00	3,435.36	61.83%
PLANNING & ZONING Expenditures					
101.41720.02100 OPERATING SUPPLIES	0.00	0.00	116.00	0.00	100.00%
101.41720.02220 POSTAGE	0.00	0.00	150.00	63.94	57.37%
101.41720.03500 PRINTING & PUBLISHING	0.00	(139.76)	400.00	(80.63)	120.16%
101.41720.04000 PLANNER FEES	0.00	0.00	500.00	348.00	30.40%
Total PLANNING & ZONING Expenditures	0.00	(139.76)	1,166.00	331.31	71.59%
GOVERNMENT BUILDING Expenditures					
101.41940.01010 FULL TIME EMPLOYEES	0.00	1,136.00	14,462.00	14,449.00	0.09%
101.41940.01013 OVERTIME	0.00	29.29	0.00	197.02	0.00%
101.41940.01020 ON CALL SALARIES	0.00	0.00	0.00	543.08	0.00%
101.41940.01050 VACATION BUY BACK	0.00	284.00	350.00	284.00	18.86%
101.41940.01210 PERA CONTRIBUTIONS-EMPLO	0.00	87.40	1,085.00	1,138.92	(4.97%)
101.41940.01220 FICA/MC CONTRIBUTIONS-EMP	0.00	108.93	1,133.00	1,168.86	(3.17%)
101.41940.01300 HEALTH INSURANCE	0.00	195.68	2,185.00	2,267.17	(3.76%)
101.41940.01313 PRUDENTIAL LIFE INSURANCE	0.00	1.04	13.00	12.50	3.85%
101.41940.01510 WORKERS COMPENSATION	0.00	0.00	500.00	546.00	(9.20%)
101.41940.02100 OPERATING SUPPLIES	0.00	163.76	8,000.00	10,823.42	(35.29%)
101.41940.02200 REPAIR & MAINTENANCE	0.00	376.72	7,200.00	6,622.11	8.03%
101.41940.02280 UNIFORMS,SAFETY SHOES	0.00	0.00	750.00	118.74	84.17%
101.41940.03210 TELEPHONE	0.00	445.77	9,000.00	5,794.54	35.62%
101.41940.03810 ELECTRIC UTILITIES	0.00	1,885.26	22,000.00	21,703.29	1.35%
101.41940.03830 GAS UTILITIES	0.00	1,652.51	19,000.00	11,710.35	38.37%
101.41940.03841 RUBBISH REMOVAL	0.00	28.65	4,200.00	2,762.54	34.23%
101.41940.04000 CONTRACTUAL SERVICE	0.00	324.54	4,480.00	3,891.02	13.15%
101.41940.07000 PERMANENT TRANSFERS OUT	0.00	9,436.00	9,436.00	9,436.00	0.00%
Total GOVERNMENT BUILDING Expenditures	0.00	16,155.55	103,794.00	93,468.56	9.95%

CITY OF SPRING LAKE PARK
Statement of Revenue and Expenditures

Revised Budget
For GENERAL FUND (101)
For the Fiscal Period 2017-12 Ending December 31, 2017

Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
POLICE PROTECTION Expenditures						
101.42100.01010	FULL TIME EMPLOYEES	0.00	90,941.28	1,018,601.00	1,018,155.87	0.04%
101.42100.01013	OVERTIME	0.00	25,008.19	97,000.00	56,989.48	41.25%
101.42100.01050	VACATION BUY BACK	0.00	6,344.82	6,300.00	6,344.82	(0.71%)
101.42100.01210	PERA CONTRIBUTIONS-EMPLO	0.00	17,126.25	158,869.00	163,781.30	(3.09%)
101.42100.01220	FICA/MC CONTRIBUTIONS-EMP	0.00	2,827.06	26,052.00	23,922.98	8.17%
101.42100.01300	HEALTH INSURANCE	0.00	13,751.12	142,500.00	150,297.05	(5.47%)
101.42100.01313	PRUDENTIAL LIFE INSURANCE	0.00	61.08	675.00	723.60	(7.20%)
101.42100.01510	WORKERS COMPENSATION	0.00	290.59	25,000.00	35,057.71	(40.23%)
101.42100.02000	OFFICE SUPPLIES	0.00	0.00	3,600.00	1,903.97	47.11%
101.42100.02030	PRINTED FORMS	0.00	0.00	1,000.00	959.93	4.01%
101.42100.02040	RANGE EQUIP & SUPPLIES	0.00	0.00	7,550.00	5,874.66	22.19%
101.42100.02100	OPERATING SUPPLIES	0.00	0.00	3,500.00	2,431.44	30.53%
101.42100.02120	MOTOR FUELS & LUBRICANTS	0.00	157.97	21,700.00	16,703.51	23.03%
101.42100.02220	POSTAGE	0.00	34.04	1,900.00	2,437.28	(28.28%)
101.42100.03050	MEDICAL EXPENSE	0.00	50.00	2,000.00	50.00	97.50%
101.42100.03210	TELEPHONE	0.00	232.42	3,400.00	2,933.34	13.73%
101.42100.03211	DATA SERVICES	0.00	279.93	17,022.00	24,686.72	(45.03%)
101.42100.03300	CLOTHING & PERSONAL EQUI	0.00	1,321.53	9,860.00	7,091.82	28.07%
101.42100.03310	TRAVEL EXPENSE	0.00	0.00	500.00	611.28	(22.26%)
101.42100.03421	800 MHZ RADIO	0.00	0.00	2,006.00	213.00	89.38%
101.42100.04000	CONTRACTUAL SERVICE	0.00	0.00	17,035.00	16,241.69	4.66%
101.42100.04050	MAINTENANCE AGREEMENTS	0.00	798.30	4,000.00	4,792.64	(19.82%)
101.42100.04060	AUTO EQUIPMENT REPAIR	0.00	279.96	20,000.00	14,050.94	29.75%
101.42100.04070	OTHER EQUIPMENT REPAIR	0.00	0.00	2,500.00	1,445.38	42.18%
101.42100.04300	CONFERENCE & SCHOOLS	0.00	165.00	13,000.00	8,508.55	34.55%
101.42100.04330	DUES & SUBSCRIPTIONS	0.00	0.00	1,125.00	520.00	53.78%
101.42100.05000	CAPITAL OUTLAY	0.00	0.00	36,521.00	30,382.95	16.81%
101.42100.07000	PERMANENT TRANSFERS OUT	0.00	2,500.00	25,268.00	12,709.32	49.70%
Total POLICE PROTECTION Expenditures		0.00	162,169.54	1,668,484.00	1,609,821.23	3.52%
FIRE PROTECTION Expenditures						
101.42200.04000	CONTRACTUAL SERVICE	0.00	17,288.00	218,356.00	207,456.00	4.99%
101.42200.05000	CAPITAL OUTLAY	0.00	0.00	50,012.00	22,243.35	55.52%
Total FIRE PROTECTION Expenditures		0.00	17,288.00	268,368.00	229,699.35	14.41%
CODE ENFORCEMENT Expenditures						
101.42300.01010	FULL TIME EMPLOYEES	0.00	7,897.33	102,665.00	100,895.23	1.72%
101.42300.01030	PART TIME EMPLOYEES	0.00	2,169.00	14,560.00	15,187.50	(4.31%)
101.42300.01050	VACATION BUY BACK	0.00	3,086.18	2,500.00	3,086.18	(23.45%)
101.42300.01210	PERA CONTRIBUTIONS-EMPLO	0.00	754.98	7,700.00	7,923.21	(2.90%)
101.42300.01220	FICA/MC CONTRIBUTIONS-EMP	0.00	981.38	9,159.00	8,834.04	3.55%
101.42300.01300	HEALTH INSURANCE	0.00	1,648.52	16,220.00	16,888.25	(4.12%)
101.42300.01313	PRUDENTIAL LIFE INSURANCE	0.00	6.42	78.00	74.90	3.97%
101.42300.01510	WORKERS COMPENSATION	0.00	0.00	1,450.00	376.02	74.07%
101.42300.02000	OFFICE SUPPLIES	0.00	0.00	500.00	239.81	52.04%
101.42300.02100	OPERATING SUPPLIES	0.00	0.00	1,348.00	1,194.61	11.38%
101.42300.02120	MOTOR FUELS & LUBRICANTS	0.00	17.57	1,600.00	1,120.61	29.96%

CITY OF SPRING LAKE PARK
Statement of Revenue and Expenditures

Revised Budget
For GENERAL FUND (101)
For the Fiscal Period 2017-12 Ending December 31, 2017

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
101.42300.02200 REPAIR & MAINTENANCE	0.00	0.00	1,000.00	505.32	49.47%
101.42300.03210 TELEPHONE	0.00	103.22	1,000.00	762.73	23.73%
101.42300.03310 TRAVEL EXPENSE	0.00	0.00	200.00	101.44	49.28%
101.42300.04300 CONFERENCE & SCHOOLS	0.00	0.00	1,200.00	190.00	84.17%
101.42300.04330 DUES & SUBSCRIPTIONS	0.00	0.00	3,755.00	2,735.63	27.15%
Total CODE ENFORCEMENT Expenditures	0.00	16,664.60	164,935.00	160,115.48	2.92%
STREET DEPARTMENT Expenditures					
101.43000.01010 FULL TIME EMPLOYEES	0.00	11,102.52	132,640.00	133,066.61	(0.32%)
101.43000.01013 OVERTIME	0.00	10.07	7,459.00	1,796.21	75.92%
101.43000.01020 ON CALL SALARIES	0.00	71.00	2,131.00	1,519.87	28.68%
101.43000.01050 VACATION BUY BACK	0.00	1,419.68	1,900.00	1,419.68	25.28%
101.43000.01210 PERA CONTRIBUTIONS-EMPLO	0.00	736.54	10,667.00	10,126.14	5.07%
101.43000.01220 FICA/MC CONTRIBUTIONS-EMP	0.00	902.82	11,026.00	10,309.15	6.50%
101.43000.01300 HEALTH INSURANCE	0.00	1,669.14	18,700.00	19,356.99	(3.51%)
101.43000.01313 PRUDENTIAL LIFE INSURANCE	0.00	8.86	107.00	106.31	0.64%
101.43000.01510 WORKERS COMPENSATION	0.00	0.00	9,000.00	11,662.36	(29.58%)
101.43000.02120 MOTOR FUELS & LUBRICANTS	0.00	258.28	15,000.00	10,801.74	27.99%
101.43000.02150 SHOP MATERIALS	0.00	46.42	2,500.00	1,241.86	50.33%
101.43000.02200 REPAIR & MAINTENANCE	0.00	0.00	7,500.00	4,979.75	33.60%
101.43000.02210 EQUIPMENT PARTS	0.00	849.97	6,000.00	4,607.79	23.20%
101.43000.02221 TIRES	0.00	0.00	800.00	336.69	57.91%
101.43000.02224 STREET MAINT SUPPLIES	0.00	0.00	1,300.00	(6,603.00)	607.92%
101.43000.02226 SIGNS & STRIPING	0.00	0.00	6,000.00	3,615.24	39.75%
101.43000.02280 UNIFORMS,SAFETY SHOES	0.00	0.00	1,040.00	866.25	16.71%
101.43000.03210 TELEPHONE	0.00	17.56	370.00	192.86	47.88%
101.43000.04000 CONTRACTUAL SERVICE	0.00	93.75	840.00	150.00	82.14%
101.43000.04300 CONFERENCE & SCHOOLS	0.00	0.00	400.00	165.50	58.63%
101.43000.04330 DUES & SUBSCRIPTIONS	0.00	0.00	100.00	104.37	(4.37%)
101.43000.07000 PERMANENT TRANSFERS OUT	0.00	0.00	1,600.00	1,600.00	0.00%
Total STREET DEPARTMENT Expenditures	0.00	17,186.61	237,080.00	211,422.37	10.82%
RECREATION DEPARTMENT Expenditures					
101.45100.01010 FULL TIME EMPLOYEES	0.00	20,496.01	216,702.00	220,298.53	(1.66%)
101.45100.01040 TEMPORARY EMPLOYEES	0.00	0.00	15,090.00	10,987.36	27.19%
101.45100.01050 VACATION BUY BACK	0.00	1,561.94	1,600.00	1,561.94	2.38%
101.45100.01210 PERA CONTRIBUTIONS-EMPLO	0.00	1,256.04	16,253.00	16,241.06	0.07%
101.45100.01220 FICA/MC CONTRIBUTIONS-EMP	0.00	1,519.68	17,854.00	17,391.36	2.59%
101.45100.01300 HEALTH INSURANCE	0.00	2,962.84	33,500.00	34,489.76	(2.95%)
101.45100.01313 PRUDENTIAL LIFE INSURANCE	0.00	14.54	176.00	174.48	0.86%
101.45100.01510 WORKERS COMPENSATION	0.00	0.00	1,700.00	853.16	49.81%
101.45100.02000 OFFICE SUPPLIES	0.00	0.00	2,161.00	1,086.19	49.74%
101.45100.02220 POSTAGE	0.00	13.34	8,950.00	8,071.82	9.81%
101.45100.02290 RECREATION EQUIP SUPPLIES	0.00	0.00	2,500.00	1,787.94	28.48%
101.45100.03310 TRAVEL EXPENSE	0.00	20.87	1,000.00	267.03	73.30%
101.45100.03500 PRINTING & PUBLISHING	0.00	159.00	12,857.00	8,411.47	34.58%
101.45100.04300 CONFERENCE & SCHOOLS	0.00	0.00	1,400.00	307.00	78.07%
101.45100.04330 DUES & SUBSCRIPTIONS	0.00	0.00	435.00	135.00	68.97%

CITY OF SPRING LAKE PARK
Statement of Revenue and Expenditures

Revised Budget
 For GENERAL FUND (101)
 For the Fiscal Period 2017-12 Ending December 31, 2017

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Total RECREATION DEPARTMENT Expenditures	0.00	28,004.26	332,178.00	322,064.10	3.04%
PARKS DEPARTMENT Expenditures					
101.45200.01010 FULL TIME EMPLOYEES	0.00	11,568.51	139,055.00	139,362.87	(0.22%)
101.45200.01013 OVERTIME	0.00	(181.62)	7,459.00	2,639.12	64.62%
101.45200.01020 ON CALL SALARIES	0.00	71.00	2,131.00	1,022.89	52.00%
101.45200.01040 TEMPORARY EMPLOYEES	0.00	0.00	15,840.00	29,311.75	(85.05%)
101.45200.01050 VACATION BUY BACK	0.00	2,679.28	1,900.00	2,679.28	(41.01%)
101.45200.01210 PERA CONTRIBUTIONS-EMPLO	0.00	757.12	11,148.00	10,624.85	4.69%
101.45200.01220 FICA/MC CONTRIBUTIONS-EMP	0.00	1,025.21	12,728.00	13,218.97	(3.86%)
101.45200.01300 HEALTH INSURANCE	0.00	1,756.50	19,720.00	22,109.68	(12.12%)
101.45200.01313 PRUDENTIAL LIFE INSURANCE	0.00	8.92	107.00	107.03	(0.03%)
101.45200.01510 WORKERS COMPENSATION	0.00	0.00	10,500.00	12,468.04	(18.74%)
101.45200.02100 OPERATING SUPPLIES	0.00	0.00	1,000.00	350.07	64.99%
101.45200.02120 MOTOR FUELS & LUBRICANTS	0.00	246.55	13,000.00	10,054.62	22.66%
101.45200.02200 REPAIR & MAINTENANCE	0.00	335.59	7,000.00	6,443.45	7.95%
101.45200.02205 LAKESIDE PK EXP TO BE REIM	0.00	(11,513.25)	0.00	0.00	0.00%
101.45200.02210 EQUIPMENT PARTS	0.00	0.00	5,500.00	2,569.68	53.28%
101.45200.02221 TIRES	0.00	0.00	600.00	323.46	46.09%
101.45200.02225 LANDSCAPING MATERIALS	0.00	0.00	8,932.00	9,316.61	(4.31%)
101.45200.02280 UNIFORMS,SAFETY SHOES	0.00	0.00	1,000.00	1,311.25	(31.13%)
101.45200.02290 RECREATION EQUIP SUPPLIES	0.00	0.00	2,000.00	1,563.26	21.84%
101.45200.03210 TELEPHONE	0.00	42.44	300.00	466.33	(55.44%)
101.45200.03810 ELECTRIC UTILITIES	0.00	308.50	3,800.00	4,257.37	(12.04%)
101.45200.03830 GAS UTILITIES	0.00	343.23	4,000.00	2,312.42	42.19%
101.45200.03841 RUBBISH REMOVAL	0.00	200.00	400.00	263.87	34.03%
101.45200.04190 SATELLITE RENTAL	0.00	0.00	1,360.00	1,359.29	0.05%
101.45200.04300 CONFERENCE & SCHOOLS	0.00	0.00	1,300.00	575.00	55.77%
101.45200.04330 DUES & SUBSCRIPTIONS	0.00	0.00	0.00	59.37	0.00%
101.45200.04500 CONTRACTUAL SERVICES	0.00	93.75	760.00	150.00	80.26%
101.45200.04901 LAKESIDE PARK EXPENSE	0.00	0.00	11,500.00	11,500.00	0.00%
Total PARKS DEPARTMENT Expenditures	0.00	7,741.73	283,040.00	286,420.53	(1.19%)
MISCELLANEOUS Expenditures					
101.49000.01300 HEALTH INSURANCE	0.00	30.08	0.00	330.88	0.00%
101.49000.01313 RETIREES LIFE INSURANCE	0.00	0.00	50.00	0.00	100.00%
101.49000.03600 INSURANCE	0.00	0.00	45,000.00	41,448.12	7.89%
101.49000.04000 CONTRACTUAL SERVICE	0.00	2,750.00	0.00	2,750.00	0.00%
101.49000.04390 MISCELLANEOUS	0.00	0.00	1,000.00	3,782.08	(278.21%)
101.49000.04420 SURCHARGES-PLMG	0.00	0.00	200.00	23.00	88.50%
101.49000.04430 SURCHARGES-HTG	0.00	0.00	400.00	31.90	92.03%
101.49000.04440 SURCHARGES-BLDG	0.00	0.00	2,000.00	215.31	89.23%
101.49000.07000 PERMANENT TRANSFERS OUT	0.00	145,000.00	170,000.00	160,000.00	5.88%
Total MISCELLANEOUS Expenditures	0.00	147,780.08	218,650.00	208,581.29	4.60%
Total GENERAL FUND Expenditures	\$ 0.00	\$ 465,581.65	\$ 3,968,320.00	\$ 3,761,852.71	5.20%
GENERAL FUND Excess of Revenues Over Expenditure \$	0.00	\$ 1,132,602.99	\$ 0.00	\$ 267,845.46	0.00%

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

For the Fiscal Period 2017-12 Ending December 31, 2017

Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Total Revenues	\$	0.00	\$ 1,598,184.64	\$ 3,968,320.00	\$ 4,029,698.17	0.00%
Total Expenditures	\$	0.00	\$ 465,581.65	\$ 3,968,320.00	\$ 3,761,852.71	5.20%
Total Excess of Revenues Over Expenditures	\$	0.00	\$ 1,132,602.99	\$ 0.00	\$ 267,845.46	0.00%

CITY OF SPRING LAKE PARK

Statement of Revenue and Expenditures

Revised Budget
For PUBLIC UTILITIES OPERATIONS (601)
For the Fiscal Period 2017-12 Ending December 31, 2017

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	\$ 339.39	0.00%
601.00000.36210	INTEREST EARNINGS	0.00	0.00	50,000.00	0.00	100.00%
601.00000.37101	WATER COLLECTIONS	0.00	1,610.62	448,405.00	417,819.92	6.82%
601.00000.37103	SALES TAX COLLECTED	0.00	106.42	5,000.00	5,790.96	(15.82%)
601.00000.37104	PENALTIES/WATER	0.00	0.00	6,000.00	9,193.46	(53.22%)
601.00000.37109	SAFE DRINKING WATER FEE	0.00	17.66	13,928.00	13,935.62	(0.05%)
601.00000.37111	ADMINISTRATIVE CHARGE	0.00	105.32	70,000.00	81,596.97	(16.57%)
601.00000.37115	ESTIMATE READING CHRG	0.00	0.00	50.00	0.00	100.00%
601.00000.37149	WATER CONNECTION CHRG-IN	0.00	0.00	0.00	304.32	0.00%
601.00000.37150	WATER CONNECTION CHARGE	0.00	0.00	0.00	11.04	0.00%
601.00000.37151	WATER RECONNECT-CALL OU	0.00	0.00	1,000.00	2,405.92	(140.59%)
601.00000.37170	WATER PERMITS	0.00	60.00	100.00	95.00	5.00%
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	1,259.96	16.00%
601.00000.37174	INSTALL CHGS-NEW PERMITS	0.00	0.00	0.00	143.59	0.00%
601.00000.37201	SEWER COLLECTIONS	0.00	2,082.80	777,600.00	819,984.17	(5.45%)
601.00000.37204	PENALTIES-SEWER	0.00	0.00	12,500.00	18,715.41	(49.72%)
601.00000.37250	SEWER CONNECTION CHARG	0.00	4,168.23	2,700.00	504,453.48	(18583.46%)
601.00000.37251	SEWER CONNECTION CHRG-I	0.00	(29.02)	0.00	0.00	0.00%
601.00000.37270	SEWER PERMITS	0.00	120.00	100.00	14,940.00	(14840.00%)
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	975.00	(550.00%)
601.00000.39206	TRANSFER FROM RECYCLING	0.00	1,500.00	1,500.00	1,500.00	0.00%
Total Revenues		0.00	9,742.03	1,390,553.00	1,893,464.21	(36.17%)
Total PUBLIC UTILITIES OPERATIONS Revenues		\$ 0.00	\$ 9,742.03	\$ 1,390,553.00	\$ 1,893,464.21	(36.17%)

Expenditures**WATER DEPARTMENT Expenditures**

601.49400.01010	FULL TIME EMPLOYEES	\$ 0.00	\$ 10,260.76	\$ 106,500.00	\$ 108,063.31	(1.47%)
601.49400.01013	OVERTIME	0.00	340.35	7,500.00	4,355.26	41.93%
601.49400.01020	ON CALL SALARIES	0.00	71.00	2,950.00	1,156.03	60.81%
601.49400.01040	TEMPORARY EMPLOYEES	0.00	0.00	0.00	2,832.50	0.00%
601.49400.01050	VACATION BUY BACK	0.00	1,474.42	1,650.00	1,474.42	10.64%
601.49400.01210	PERA CONTRIBUTIONS-EMPLO	0.00	645.47	8,479.00	8,362.86	1.37%
601.49400.01220	FICA/MC CONTRIBUTIONS-EMP	0.00	835.16	9,073.00	8,793.13	3.08%
601.49400.01300	HEALTH & DENTAL INSURANC	0.00	1,475.68	16,600.00	17,127.38	(3.18%)
601.49400.01313	LIFE INSURANCE	0.00	7.68	95.00	92.16	2.99%
601.49400.01510	WORKERS COMPENSATION	0.00	0.00	6,700.00	6,318.06	5.70%
601.49400.02000	OFFICE SUPPLIES	0.00	200.00	800.00	575.08	28.12%
601.49400.02030	PRINTED FORMS	0.00	0.00	2,000.00	1,369.01	31.55%
601.49400.02100	OPERATING SUPPLIES	0.00	0.00	800.00	575.97	28.00%
601.49400.02120	MOTOR FUELS & LUBRICANTS	0.00	20.75	2,500.00	2,226.83	10.93%
601.49400.02200	REPAIR & MAINTENANCE	0.00	2,517.68	55,000.00	50,067.65	8.97%
601.49400.02210	EQUIPMENT PARTS	0.00	0.00	1,000.00	1,054.40	(5.44%)

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Statement of Revenue and Expenditures

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Revised Budget
For PUBLIC UTILITIES OPERATIONS (601)
For the Fiscal Period 2017-12 Ending December 31, 2017

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
601.49400.02220 POSTAGE	0.00	475.35	2,500.00	2,289.72	8.41%
601.49400.02221 TIRES	0.00	0.00	1,000.00	568.87	43.11%
601.49400.02222 STREET REPAIRS	0.00	0.00	1,200.00	8,571.39	(614.28%)
601.49400.02261 WATER TESTING	0.00	72.00	800.00	978.99	(22.37%)
601.49400.02262 WATER METER & SUPPLIES	0.00	0.00	5,500.00	333.27	93.94%
601.49400.02264 SAFE DRINKING WATER FEE	0.00	0.00	13,844.00	13,926.00	(0.59%)
601.49400.02280 UNIFORM ALLOWANCE	0.00	0.00	950.00	686.86	27.70%
601.49400.03010 AUDIT & ACCTG SERVICES	0.00	0.00	2,565.00	2,565.00	0.00%
601.49400.03030 ENGINEERING FEES	0.00	0.00	1,000.00	2,553.50	(155.35%)
601.49400.03040 LEGAL FEES	0.00	0.00	300.00	0.00	100.00%
601.49400.03210 TELEPHONE	0.00	43.92	900.00	496.15	44.87%
601.49400.03310 TRAVEL EXPENSE	0.00	0.00	1,200.00	1,304.20	(8.68%)
601.49400.03500 PRINTING & PUBLISHING	0.00	0.00	7,000.00	7,365.39	(5.22%)
601.49400.03600 INSURANCE	0.00	0.00	8,900.00	6,943.40	21.98%
601.49400.03870 WATER USAGE-CITY OF BLAIN	0.00	0.00	4,000.00	4,104.77	(2.62%)
601.49400.04000 CONTRACTUAL SERVICE	0.00	93.75	6,711.00	249.00	96.29%
601.49400.04050 MAINTENANCE AGREEMENTS	0.00	41.15	13,775.00	3,336.32	75.78%
601.49400.04300 CONFERENCE & SCHOOLS	0.00	0.00	2,000.00	1,150.59	42.47%
601.49400.04330 DUES & SUBSCRIPTIONS	0.00	0.00	525.00	380.38	27.55%
601.49400.04370 PERMITS AND TAXES	0.00	0.00	7,200.00	8,372.66	(16.29%)
601.49400.04470 SURCHARGES-WATER	0.00	0.00	10.00	0.00	100.00%
601.49400.07000 PERMANENT TRANSFERS OUT	0.00	93,322.00	94,227.00	93,322.00	0.96%
Total WATER DEPARTMENT Expenditures	0.00	111,897.12	397,754.00	373,942.51	5.99%
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	2,000.00	2,000.00	2,000.00	0.00%
601.49402.02160 CHEMICALS & CHEMICAL PRO	0.00	0.00	21,000.00	15,532.10	26.04%
601.49402.02200 REPAIR & MAINTENANCE	0.00	196.27	10,000.00	8,042.43	19.58%
601.49402.02210 EQUIPMENT PARTS	0.00	0.00	5,000.00	361.16	92.78%
601.49402.03030 ENGINEERING FEES	0.00	0.00	1,000.00	0.00	100.00%
601.49402.03600 INSURANCE	0.00	0.00	11,000.00	9,881.80	10.17%
601.49402.03810 ELECTRIC UTILITIES	0.00	5,952.31	80,000.00	72,325.43	9.59%
601.49402.03830 GAS UTILITIES	0.00	334.08	2,500.00	2,435.91	2.56%
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	1,025.00	64.04%
601.49402.06010 BOND PRINCIPAL	0.00	0.00	0.00	207,000.00	0.00%
601.49402.06110 BOND INTEREST	0.00	0.00	0.00	22,241.91	0.00%
601.49402.07000 PERMANENT TRANSFERS OUT	0.00	43,635.00	43,635.00	43,635.00	0.00%
Total WATER TREATMENT PLANT Expenditures	0.00	52,117.66	182,585.00	384,480.74	(110.58%)
SEWER DEPARTMENT Expenditures					
601.49450.01010 FULL TIME EMPLOYEES	0.00	10,260.79	106,500.00	108,063.56	(1.47%)
601.49450.01013 OVERTIME	0.00	340.36	7,500.00	4,355.29	41.93%
601.49450.01020 ON CALL SALARIES	0.00	71.00	2,950.00	1,156.03	60.81%
601.49450.01040 TEMPORARY EMPLOYEES	0.00	0.00	0.00	2,832.50	0.00%
601.49450.01050 VACATION BUY BACK	0.00	1,474.43	1,650.00	1,474.43	10.64%
601.49450.01210 PERA CONTRIBUTIONS-EMPLO	0.00	645.53	8,479.00	8,363.61	1.36%
601.49450.01220 FICA/MC CONTRIBUTIONS-EMP	0.00	835.22	9,073.00	8,793.74	3.08%

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Statement of Revenue and Expenditures

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Revised Budget
For PUBLIC UTILITIES OPERATIONS (601)
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Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
601.49450.01300 HEALTH & DENTAL INSURANC	0.00	1,475.76	16,600.00	17,128.32	(3.18%)
601.49450.01313 LIFE INSURANCE	0.00	7.70	95.00	92.40	2.74%
601.49450.01510 WORKERS COMPENSATION	0.00	0.00	6,700.00	6,318.06	5.70%
601.49450.02000 OFFICE SUPPLIES	0.00	200.00	800.00	404.12	49.49%
601.49450.02030 PRINTED FORMS	0.00	0.00	1,500.00	1,369.03	8.73%
601.49450.02100 OPERATING SUPPLIES	0.00	0.00	500.00	575.97	(15.19%)
601.49450.02120 MOTOR FUELS & LUBRICANTS	0.00	20.75	2,500.00	2,226.76	10.93%
601.49450.02200 REPAIR & MAINTENANCE	0.00	0.00	8,000.00	13,407.69	(67.60%)
601.49450.02210 EQUIPMENT PARTS	0.00	0.00	2,000.00	4,734.31	(136.72%)
601.49450.02220 POSTAGE	0.00	475.35	2,500.00	2,064.23	17.43%
601.49450.02221 TIRES	0.00	0.00	1,000.00	568.87	43.11%
601.49450.02222 STREET REPAIRS	0.00	0.00	1,000.00	120.00	88.00%
601.49450.02262 WATER METER & SUPPLIES	0.00	0.00	6,000.00	0.00	100.00%
601.49450.02280 UNIFORM ALLOWANCE	0.00	0.00	950.00	686.86	27.70%
601.49450.03010 AUDIT & ACCTG SERVICES	0.00	0.00	2,565.00	2,565.00	0.00%
601.49450.03030 ENGINEERING FEES	0.00	0.00	1,000.00	1,087.00	(8.70%)
601.49450.03040 LEGAL FEES	0.00	0.00	300.00	0.00	100.00%
601.49450.03210 TELEPHONE	0.00	43.92	700.00	496.23	29.11%
601.49450.03310 TRAVEL EXPENSE	0.00	0.00	1,000.00	586.32	41.37%
601.49450.03500 PRINTING & PUBLISHING	0.00	0.00	300.00	0.00	100.00%
601.49450.03600 INSURANCE	0.00	0.00	8,700.00	12,058.84	(38.61%)
601.49450.03810 ELECTRIC UTILITIES	0.00	398.33	3,200.00	4,211.49	(31.61%)
601.49450.03840 METRO WASTE CONTROL	0.00	0.00	499,129.00	991,158.24	(98.58%)
601.49450.04000 CONTRACTUAL SERVICE	0.00	93.75	12,711.00	2,310.00	81.83%
601.49450.04050 MAINTENANCE AGREEMENTS	0.00	41.16	11,460.00	2,863.63	75.01%
601.49450.04300 CONFERENCE & SCHOOLS	0.00	0.00	2,450.00	562.58	77.04%
601.49450.04330 DUES & SUBSCRIPTIONS	0.00	0.00	150.00	184.38	(22.92%)
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	2,460.15	8.88%
601.49450.04460 SURCHARGES-SEWER	0.00	0.00	10.00	0.00	100.00%
601.49450.07000 PERMANENT TRANSFERS OUT	0.00	73,702.00	77,442.00	73,702.00	4.83%
Total SEWER DEPARTMENT Expenditures	0.00	90,086.05	810,214.00	1,278,981.64	(57.86%)
Total PUBLIC UTILITIES OPERATIONS Expenditures	\$ 0.00	\$ 254,100.83	\$ 1,390,553.00	\$ 2,037,404.89	(46.52%)
PUBLIC UTILITIES OPERATIONS Excess of Revenues O \$	0.00	\$ (244,358.80)	\$ 0.00	\$ (143,940.68)	0.00%

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

For the Fiscal Period 2017-12 Ending December 31, 2017

Account Number		Current Budget		Current Actual		Annual Budget		YTD Actual		Remaining Budget %
Total Revenues	\$	0.00	\$	9,742.03	\$	1,390,553.00	\$	1,893,464.21		0.00%
Total Expenditures	\$	0.00	\$	254,100.83	\$	1,390,553.00	\$	2,037,404.89		(46.52%)
Total Excess of Revenues Over Expenditures	\$	0.00	\$	(244,358.80)	\$	0.00	\$	(143,940.68)		0.00%



Memorandum

To: Mayor Hansen and Members of the City Council

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

Date: January 9, 2018

Subject: Project Fund Closures and Transfers

Whenever the City does a significant project, such as a road improvement, it establishes a fund to track revenues and expenditures associated with that project. When the project is complete, it has been the City's past practice to close the fund and transfer the remaining assets to either debt service funds or other capital project funds.

Two projects with funds, the Able Street and Terrace Road Improvements (Fund 427) and the 81st Avenue Rehabilitation project (Fund 421), are complete. Staff recommends closing those funds and transferring those assets to the Revolving Construction Fund (Fund 400). This is consistent with City Council policy.

The most recent project, the 2014-2015 Street Improvement Project, is substantially complete. Staff is recommending that the City Council transfer \$400,000 from that fund to the Fund 330, the project debt service fund. The remaining funds (approximately \$70,000) will be transferred to the Fund 330 once the project is final, likely later in 2018.

Finally, the 2011A Fire Equipment Bond is paid off. Staff recommends closing this fund and transferring it to the Capital Replacement Fund (Fund 403).

Staff recommends approval of Resolution 18-01, which achieves the above stated fund closures and transfers. The effective date of the Resolution is December 31, 2017.

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

RESOLUTION NO. 18-01

RESOLUTION AUTHORIZING FUND CLOSURES AND TRANSFERS

WHEREAS, capital projects for the Able Street and Terrace Road Improvements (Fund 427) and the 81st Avenue Rehabilitation (Fund 421) are complete; and

WHEREAS, the 2014-2015 Street Improvement Project is substantially complete; and

WHEREAS, 2011A Fire Equipment Bond has been paid off; and

WHEREAS, City policy calls for excess dollars from capital projects to be deposited into the Revolving Construction Fund, if there is no debt service associated with the project; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Spring Lake Park that the Administrator, Clerk/Treasurer is hereby authorized to make the transfers specified below:

1. Close Fund 421 (81st Avenue Rehab) and transfer assets to Fund 400 (Revolving Construction).
2. Close Fund 427 (Able Street and Terrace Road Improvements) and transfer assets to Fund 400 (Revolving Construction).
3. Transfer \$400,000 from Fund 430 (2014-2015 Street Improvement Project) to Fund 330 (2014A GO Improvement- Debt Service).
4. Close Fund 313 (2011 Fire Equipment Bond – Debt Service) and transfer funds to Fund 403 (Capital Replacement Fund).

BE IT FURTHER RESOLVED that the effective date of the transfers is December 31, 2017.

The foregoing Resolution was moved for adoption by.

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

And the following voted against the same:

Whereon the Mayor declared said Resolution duly passed and adopted the 16th day of January, 2018.

APPROVED BY:

Cindy Hansen, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator

RESOLUTION NO. 18-03

RESOLUTION DENYING THERAPEUTIC MASSAGE INDIVIDUAL LICENSE

WHEREAS, Guangxiu Gao. (the “Applicant”) has submitted an application for a therapeutic massage individual license; and

WHEREAS, a background check was completed on the applicant; and

WHEREAS, the City Council finds that the applicant does not qualify for a therapeutic massage individual license under Section 119.09 of the City Code due to the fact that the background check found that the individual is not of good moral character or repute.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Spring Lake Park that the City Council does hereby deny the therapeutic massage individual license application for Guangxiu Gao.

The foregoing Resolution was moved for adoption by .

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

And the following voted against the same:

Whereon the Mayor declared said Resolution duly passed and adopted the 16th day of January, 2018.

APPROVED BY:

Cindy Hansen, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator



Memorandum

To: Mayor Hansen and Members of the City Council

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

Date: January 11, 2018

Subject: Dedication of Terrace East Field to Don Busch

This past December, the City received a request from the family of Don Busch to rename the Terrace East ballfield after former Clerk/Treasurer Don Busch. The City Council asked the Parks and Recreation Commission to review the request.

The Commission, during their December and January meetings, discussed the request. While they found that renaming the field after Don Busch would not comply with the City's park naming policy, they gave support to the idea of dedicating the Terrace East ballfield in honor of Don Busch and placing a plaque on the field backstop honoring Don Busch's service to the City.

If the request is approved, the dedication would occur during Tower Days weekend.

Recommended Motion: Motion to accept the recommendation of the Parks and Recreation Commission to dedicate the Terrace East ballfield in honor of Don Busch, authorize staff to order said plaque for installation, and to authorize staff to schedule the dedication of the field during Tower Days weekend.

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



Memorandum

To: Mayor Hansen and Members of the City Council

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

Date: January 11, 2018

Subject: Statement of Values Policy

At your work session on January 8, 2018, the City Council discussed a statement of values to promote and maintain the highest standards of personal and professional conduct in the governance of Spring Lake Park. Based on that discussion, staff is presenting the attached Statement of Values for adoption by the City Council.

We did add a value example under "I'm conscientious," stating that it is an expectation that each of you actively listen to the discussions and presentations taking place during the City Council meetings and will present your opinions in a respectful and construction

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

City of Spring Lake Park

Statement of Values

Preamble:

The proper operation of democratic government requires that decision-makers be independent, impartial and accountable to the people they serve. The City of Spring Lake Park has adopted this Statement of Values to promote and maintain the highest standards of personal and professional conduct in the City's government. All elected and appointed officials are required to subscribe to this statement, understand how it applies to their specific responsibilities and practice its 9 core values in their work. Because we seek public confidence in the City's services and public trust of its decision-makers, our decisions and our work must meet the most demanding ethical standards and demonstrate the highest levels of achievement in following this statement.

The Values:

As a representative of the City of Spring Lake Park,

1. I serve the public interest.
2. I fulfill the duties and responsibilities of holding public office.
3. I am ethical.
4. I am professional.
5. I am fiscally responsible.
6. I am conscientious.
7. I communicate effectively.
8. I am collaborative.
9. I am forward thinking.

Value examples/expressions:

- 1. I serve the public interest. In practice this value means that:**
 - a. I provide courteous, equitable, and prompt service to everyone.
 - b. I am attuned to, and care about, the needs and issues of citizens, public officials, and city workers.
 - c. I am interested, engaged, and responsive in my interactions with constituents.
 - d. I recognize and support the public's right to know the public's business.

- 2. I fulfill the duties and responsibilities of holding public office. In practice this value means that:**
 - a. I observe the highest standards of integrity in my official acts and undertake my responsibilities for the benefit of the greater public good.
 - b. I faithfully discharge the duties of my office regardless of my personal considerations, recognizing that the public interest is my primary concern.

- c. I uphold the Constitution of the United States and the Constitution of the State of Minnesota and carry out impartially the laws of the nation, state, and municipality and thus foster respect for all government.
- d. I comply with both the letter and the spirit of the laws and policies affecting operations of the City.
- e. I recognize my obligation to implement the adopted goals and objectives of the City in good faith, regardless of my personal views.
- f. I conduct myself in both my official and personal actions in a manner that is above reproach.
- g. I do not use my position to secure for myself or others special privileges or exemptions that are different from those available to the general public.
- h. I understand and abide by the respective roles and responsibilities of elected and appointed officials and city staff and will not undermine them in their work.
- i. I am independent, impartial, and fair in my judgment and actions.

3. I am ethical. In practice this value means that:

- a. I am trustworthy, acting with the utmost integrity and moral courage.
- b. I am truthful, do what I say I will do, and am reliable.
- c. I am accountable for my actions and behavior and accept responsibility for my decisions.
- d. I make impartial decisions, free of influence from unlawful gifts, narrow political interests, and financial and other personal interests that impair my independence of judgment or action.
- e. I am fair, distributing benefits and burdens according to consistent and equitable criteria.
- f. I oppose all forms of harassment and unlawful discrimination.
- g. I extend equal opportunities and due process to all parties in matters under consideration.
- h. I show respect for confidences and confidential information.
- i. I avoid giving the appearance of impropriety and of using my position for personal gain.

4. I am professional. In practice this value means that:

- a. I apply my knowledge and expertise to my assigned activities and to the interpersonal relationships that are part of my job in a consistent, confident, competent, and productive manner.
- b. I approach my job and work-related relationships with a positive attitude, contributing to a supportive, respectful, and non-threatening work environment.
- c. I keep my professional knowledge and skills current and growing.
- d. I am respectful of all city staff, officials, volunteers, and others who participate in the City's government.

5. I am fiscally responsible. In practice this value means that:

- a. I make decisions after prudent consideration of their financial impact, taking into account the long-term financial needs of the City, especially its financial stability.

- b. I demonstrate concern for the proper use of City assets (e.g., personnel, time, property, equipment, funds), follow established procedures, and do not use public resources for personal gain.
- c. I make decisions that seek to preserve the financial capacity of the City to provide programs and services for City residents.
- d. I provide full disclosure of any potential financial or other private conflict of interest. I abstain from participating in the discussion and vote on these matters.
- e. I prevent misuse of public funds by establishing, maintaining, and following strong fiscal and management controls.
- f. I report any misuse of public funds of which I am aware.

6. I am conscientious. In practice this value means that:

- a. I act in an efficient manner, making decisions and recommendations based upon research and facts, taking into consideration short and long term goals.
- b. I follow through in a responsible way, keeping others informed, and responding in a timely fashion.
- c. I am respectful of established City processes and guidelines.
- d. I prioritize my duties so that the work of the City may move forward.
- e. I prepare for all meetings by reviewing any materials provided ahead of time. When I have materials to contribute, I make sure all others involved have ample time to review these materials prior to the meeting.
- f. I attentively listen to the discussions and presentations that are taking place during the City Council meetings, and will present my opinions in a respectful and constructive manner.

7. I communicate effectively. In practice this value means that:

- a. I convey the City's care for and commitment to its citizens.
- b. I communicate in various ways that I am approachable, open-minded, and willing to participate in dialog.
- c. I engage in effective two-way communication by listening carefully, asking questions, and responding appropriately which adds value to conversations.
- d. I do not interfere with the orderly conduct of meetings by interrupting others or making personal comments not germane to the business at hand.
- e. I follow up on inquiries in a timely manner.
- f. I encourage and facilitate citizen involvement in policy decision-making.
- g. I am respectful in disagreements and contribute constructively to discussions on the issue.

8. I am collaborative. In practice this value means that:

- a. I act in a cooperative manner with groups and other individuals, working together in a spirit of tolerance and understanding to accomplish common goals.
- b. I share information with others in a timely manner so that, together, we can make informed decisions.
- c. I work towards consensus building and gain value from diverse opinions.
- d. I accomplish the goals and responsibilities of my individual position, while respecting my role as a member of a team.

9. I am forward thinking. In practice this value means that:

- a. I promote intelligent, proactive, and thoughtful innovation in order to advance the City's policy agenda and provide City services while considering the broader regional, state-wide, national, and international implications of the City's decisions and issues.
- b. I maintain consistent standards, but am also sensitive to the need for compromise, creative problem solving, and making improvements when appropriate.
- c. I am open to new ideas and processes, adopting them as they conserve resources and provide efficient and effective service.
- d. I consider the potential long-term consequences and implications of my actions and inactions.

Adopted by the Spring Lake Park City Council on this 16th day of January, 2018.



Memorandum

January 16, 2018

To: Mayor and Council

From: Chief Ebeltoft

Re: Animal Control Services Contract

Dear Mayor and Council,

I received a letter (attached) from Hillcrest Animal Hospital dated December 23, 2017. This letter was to notify the City of Spring Lake Park and the Police Department that Hillcrest Animal Hospital will be terminating our animal control contract effective February 28, 2018, as per our existing contract with notice being given in writing and at least thirty days in advance of the ending date of services. Hillcrest Animal Hospital will provide services until February 28, 2018 if another provider is not found, at which time our contract will be concluded. Any fees owed Hillcrest Animal Hospital will be invoiced in March 2018.

Since receiving this letter and not having the necessary equipment and personal to handle and transport the animals. I have located a similar business to provide the same services at a comparable price.

I was able to locate a local business (Dover Kennel/Animal Control and Impound Services) at 16422 Hanson Blvd. NW Andover, MN. I have discussed (State mandated services for sick, injured or dangerous animals) that the City of Spring Lake Park would be looking for on an as needed basis. Dover Kennel/Animal Control and Impound Services have agreed to provide the requested services as needed without a monthly fee. The owner (Mark Anderson) of Dover Kennel/Animal Control and Impound Services presented a contract outlining fees for services to be rendered, that has been reviewed and approved by our City Attorney (John Thames). I have indicated to Dover Kennel/Animal Control and Impound Services that it will be my recommendation that the City of Spring Lake Park enter into this

contract with Dover Kennel/Animal Control and Impound Services as stated in the described contract (attached).

It is also my recommendation that the contract take effect as stated February 1, 2018 and end December 31, 2018 and be renewed on a yearly basis upon agreement of all parties involved. The existing contract with Hillcrest Animal Hospital would also be concluded on February 1, 2018 and any fees owed Hillcrest Animal Hospital would be invoiced in February 2018 concluding our contract with Hillcrest Animal Hospital.

December 23, 2017

Chief Doug Ebeltoft

City of Spring Lake Park

1301 81st Avenue NE

Spring Lake Park, MN 55432

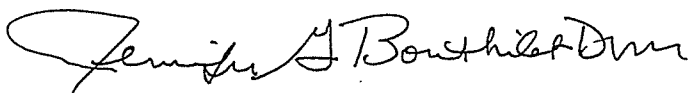
Dear Chief Ebeltoft,

I regret to inform you that Hillcrest Animal Hospital will no longer be offering animal impound services after February 28, 2018. I have decided to take the practice in a different direction. No price changes will occur before that date. Our contract with your city specifies a 60-day, written notice before changes are made. If, however, you arrange other impound services before February 28, you will not be held to the 60-day notice requirement. We would appreciate it, however, if you would let us know when changes are made, so we can give the appropriate information to your residents. Please remember to update your website as well, so that the transition will be as smooth as possible.

We will care for any animals brought to us by February 28, through their impound time and return to their owners or placement with rescue organizations. If you have any questions, please call the number below and ask for either Jayne or Jenny.

Thank you for trusting us with animal impound services over the last years.

Sincerely,

A handwritten signature in black ink, reading "Jennifer A. Bouthilet DVM". The signature is fluid and cursive, with the first name "Jennifer" being more prominent and the last name "Bouthilet" following in a similar style. The "DVM" is written in a smaller, more straightforward font at the end.

Jennifer Bouthilet DVM

Hillcrest Animal Hospital

1320 East County Road D Circle

Maplewood, MN 55109

651-484-7211

ANIMAL IMPOUND FACILITY AGREEMENT - With Pickup On-Demand

THIS AGREEMENT, made this 16th day of January, 2018 by and between Dover Kennel Animal and Impound Services at 16422 Hanson Boulevard NW, Andover, MN 55304 hereinafter referred to as the "Contractor", and the City of Spring Lake Park, MN, hereinafter referred to as "the City".

WITNESSETH, that Contractor and City, for the consideration stated herein, mutually agree as follows:

1. **STATEMENT OF WORK.** Contractor shall furnish all labor, equipment, and services necessary to function as the designated Animal Impound Facility for the City, as set forth below, in an efficient and workmanlike manner and in accordance with this Agreement. Contractor shall comply with all federal, state and local laws and ordinances in performing the duties as specified herein.
2. **TERM.** This Agreement shall commence on the 1st day of February, 2018 and continue through December 31, 2018, unless otherwise terminated as provided herein.
3. **CONTACTOR'S DUTIES.** Upon the request of a member of the **Spring Lake Park Police Department**, the Contractor shall take into custody, transport and accept for impound, any domestic animal, determined by Police to be in violation of any City Ordinance or Minnesota State Statute. All such animals received by Contractor shall be treated humanely. The Contractor agrees to comply with all state and local laws regarding "5 regular business day" hold periods. The Contractor shall be responsible for the advertisement and publication of notice for all animals received by Contractor.
4. **THE CONTRACT PRICE.**
 - (A) When animals are unclaimed, the City shall pay the Contractor for services rendered under this agreement as follows:
 1. Boarding Fees - \$28.00 per calendar day or any part of a calendar day.
 2. Pickup Fee - No Charge during Business Hours \$20 after Hours.
 3. Veterinary Expenses – Expenses for emergency services will be reimbursed provided receipt for services is included with the Contractor's invoice.
 4. Non-emergency Veterinary care must be for a reasonable purpose and be pre-approved by the City. Receipts for services must accompany the Contractor's invoice.
 - (B) When Animals are claimed by owner, the owner shall be responsible for payment of all fees at the time their animal is released:
 - a. City of Spring Lake Park Impound Fees
 - 1st offense - \$50.00 2nd offense - \$100.00 3rd offense - \$150.00 4th and subsequent offense \$300.00

In addition to the following Contractor Fees:

- b. Facility Processing Fee – After 24 hours, boarding fees will accrue at the rate of \$28 per calendar day or any part of a calendar day thereafter.
- c. Pickup Fee \$20 during business hours, \$30 after hours.
- d. After Hours Release Fees – Dover Kennel releases animals to owners during the

hours of 8AM - 6PM Monday through Friday and 9AM to 12Noon on Saturday. If an owner insists on picking up outside of regular business hours (8AM–PM), an after-hours release surcharge of \$50.00 will be applied.

e. Veterinary Expenses – Expenses for all Veterinary care must be reimbursed by the owner prior to the release of their animal.

- (C) If a resident requests services from the Contractor, and the animal remains unclaimed the resident shall be responsible for all fees due.
5. **BILLS TO CITY FOR SERVICES.** Contractor shall submit bills for services rendered under this Agreement, for which City is responsible, monthly to the City, which shall be paid by the City within thirty (30) days of receipt.
6. **INDEPENDENT CONTRACTOR.** In rendering services hereunder, Contractor shall be an Independent Contractor and no employer/employee relationship shall arise out of or result from rendering such services to City. Contractor and its employees will acquire no rights to tenure, workers compensation benefits, re-employment compensation benefits, medical and hospital benefits, sick and vacation leave, severance pay, pension benefits or other rights or benefits offered to employees of the City, its department or agencies. All persons employed by Contractor shall be the sole and exclusive employees of Contractor and shall be paid by Contractor. In connection with the employment of said employees during the term of this Agreement, Contractor shall accept full and exclusive liability for all applicable social security, unemployment, workers' compensation, or other employment taxes or contributions of insurance, and all employee benefits, and shall comply with all federal and state laws and regulations relating to employment generally, minimum wages, social security, unemployment insurance, and workers' compensation. Certificates evidencing compliance with the foregoing shall be submitted to the City as reasonably requested by the City. Contractor shall indemnify, defend, and hold harmless the City, its Council members, officers, agents, servants, and employees from all liability, loss, costs, and expenses, including reasonable attorney's fees, which may be imposed in connection with employees of Contractor.
7. **REPRESENTATION.** The Contractor represents that he/she employs employees who are properly trained to perform the services contemplated in this Agreement, and if required by the State, are certified by the State of Minnesota.
8. **LICENSES AND PERMITS.** Contractor shall, at its own expense, procure all necessary licenses and permits required to fulfill its obligations under this Agreement.
9. **THIRD PARTY BENEFICIARIES.** This Agreement is for the sole and exclusive benefit of the Parties hereto and their respective successors and assigns, and no third parties are intended to or shall have any rights hereunder.
10. **ASSIGNMENTS; SUBCONTRACTS.** The duties and obligations of Contractor contained in this Agreement may not be delegated, assigned, or subcontracted out to another party either directly or indirectly without the prior written consent of the City, which consent may be withheld in the City's sole discretion. No such delegation or subcontract, if approved by the City, shall relieve Contractor of its obligations hereunder.

11. **INSURANCE.** Contractor shall, at its own expense, procure insurance to include, but not be limited to, liability insurance covering bodily injury, death and property damages, worker's compensation, and commercial general liability, in a form and amount acceptable to City, and by a company admitted and licensed to issue said policies in the State of Minnesota. Such insurance shall be in full force and effect on the date of execution of this Agreement and shall remain continuously in full force and effect for the duration of this Agreement, and shall be evidenced by a Certificate(s) of Insurance provided to City. The City shall be listed as a named insured and the policy shall be primary and non-contributory as to the City.
12. **IDEMNIFICATION.** Contractor agrees to defend, indemnify and hold harmless the City, along with its officers, representatives, contractors, agents and employees, from any liabilities, claims, damages, costs, judgments, and expenses, including attorney's fees, resulting directly or indirectly from any act or omission of Contractor, its employees, representatives, contractors or its agents, in the performance of the services provided by this Agreement or by reason of the failure of Contractor to fully perform, in any respect, any of its obligations under this Agreement. Further, City shall not be liable for any loss suffered by Contractor due to personal injury or because of damage to, or destruction of, any property, or any loss of profits or other consequential damages or any inconveniences.
13. **NOTICES AND COMMUNICATIONS:** All notices and communications provided for in this Agreement shall be in writing and shall be personally delivered or sent by a reputable private commercial courier service or sent by United States registered or certified mail, postage pre-paid, return receipt requested, to the Parties at the address set forth in the opening paragraph of this Agreement. Notice shall be deemed effective upon receipt when delivered personally, or upon mailing.
14. **TERMINATION.** The City may terminate this Agreement at any time upon thirty (30) days prior written notice to Contractor. In the event of a breach or non-performance of this Agreement by Contractor, City may terminate this Agreement immediately upon written notice to Contractor.
15. **FORMALITIES.** Any change to or modification of this Agreement must be in writing signed by both Parties. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one in the same instrument. The captions for each section of this Agreement are intended for convenience only and shall not be deemed to construe or limit in any manner this Agreement. This Agreement is separate and independent of any other document, agreement, or understanding of the Parties. This Agreement constitutes the entire agreement of the Parties with respect to the matters addressed herein.
16. **SEVERABILITY:** If any one or more of the provisions of this Agreement, or any application thereof, shall be found to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the validity, legality, and enforceability of the remaining provisions or any application thereof shall not in any way be effected or impaired thereby.

17. **APPLICABLE LAW:** This Agreement is governed by and is to be interpreted pursuant to the laws of the State of Minnesota. City and Contractor each hereby consent to the personal jurisdiction of the District Court of Anoka County, Minnesota, in any action, suit, or proceeding arising under this Agreement and agree that any such action, suit, or proceeding shall be venued in such court and agree to waive any objection based on forum non convenience to the bringing of any action in such court.
18. **COMPLIANCE WITH MINNESOTA GOVERNMENT DATA PRACTICES ACT:** Contractor acknowledges that City is a government entity bound by Minnesota Statutes Chapter 13, the Minnesota Government Data Practices Act (the "MGDPA"). Further, Contractor agrees to be bound by the terms of the same and to assist City in complying with the MGDPA. Contractor acknowledges and agrees that all data created, collected, received, stored, used, maintained, or disseminated by Contractor in performing its duties pursuant to this Agreement shall be subject to the terms of the MGDPA.

IN WITNESS THEREOF, the parties have executed this Agreement on the day and year appearing opposite their signatures below.

CONTRACTOR

Date:

By: Its: Director and CEO

CITY OF SPRING LAKE PARK

Date:

By: Mayor

Date:

Attested By:

City Administrator/Clerk/Treasurer



Memorandum

To: Mayor and City Council

From: Chief Doug Ebeltoft

Re: Authorization to Order/Purchase
Replacement Vehicles for Chief and Investigator

Date: January 16, 2018

Department Heads at the request of the Mayor and City Council were asked to provide a plan for future capital purchases. As a results, a Capital Improvement Plan was developed to assist with making these purchases.

The Capital Improvement Plan was presented to the Mayor and City Council on September 4, 2017 at a council workshop. The Capital Improvement Plan was subsequently approved with the sale of bonds on December 4, 2017 for the 2018-2022 Equipment Certificate.

As part of the 2017-2021 Capital Improvement Plan, in 2018, I identified for the police department the replacement of the Chiefs and Investigators vehicles.

Both of these vehicles are 2007, Ford Taurus vehicles with 76,000 to 90,000 plus miles on them. The vehicles are showing the signs of age and effects of the elements of the Minnesota winters with rusting of the body.

Since the approval of the Capital Improvement Plan and the selling of the bonds for the 2018-2022 Equipment Certificate, I have been researching the replacement of the Chiefs and Investigators vehicles. Since the police department started to transition to Dodge Chargers in 2012 and service agreements are already in place, I elected to pursue replacing the Chiefs and Investigators vehicles with Dodge Chargers as well.

Under current State Bid Contract #134736, thru Dodge of Burnsville, I am able to purchase a Dodge Charger GT AWD vehicle for \$24,314.00. This purchase price would come in under budget of the budgeted amount of \$36,521.00 for a savings of \$12,208.00 per vehicle.

Therefore, I am requesting authorization from the Mayor and City Council to purchase (2) – 2018 Dodge Charger GT AWD vehicles for a total of \$48,628.00 and place the order as soon as possible for replacement of the Chiefs and Investigators vehicles.

City of Spring Lake Park

Capital Improvement Request Form

Project Name: Chief's Vehicle Replacement						
Requesting Department: Police Department						
Contact Person: Chief Ebeltoft				Telephone: 763-792-7221		
Project Description: Establish a timely and cost effective manner for replacing Chief's vehicle.						
Project Location (attach map, if appropriate):N/A						
Project Justification: Although there is not a hard and fast rule for replacing vehicles like this, the general industry standard is to replace these vehicle every eight to ten years depending on mileage and condition. The Chief's vehicle was purchased in 9/2006, it currently has 65,000 miles on it and is out of warranties. I am recommend replacement in 2016 with an expected mileage of 72,000 to 75,000 miles.						
Consistent with Comprehensive Plan and/or Other Municipal Plan?				<input type="checkbox"/> Yes		<input type="checkbox"/> No
Project Costs	Prior Years	2018	2019	2020	2021	2022
Land Acquisition						
ROW/Easements						
Demolition						
Design						
Construction						
Equipment	G.O.Bond	36,521.00				
Utility Relocation						
Miscellaneous						
TOTAL						
Funding Sources	Prior Years	2018	2019	2020	2021	2022
G.O. Bonds						
Special Assessment						
Revenue Bond						
Current Revenue						
Grants						
State/Federal Aid						
Other T.B.D.						
TOTAL						
Impact on Operating Budget: T.B.D.						
Project Score (to be completed by Management Team):						

City of Spring Lake Park

Capital Improvement Request Form

Project Name: Investigator's Vehicle Replacement						
Requesting Department: Police Department						
Contact Person: Chief Ebeltoft				Telephone: 763-792-7221		
Project Description: Establish a timely and cost effective manner for replacing Investigator's vehicle.						
Project Location (attach map, if appropriate):N/A						
Project Justification: Although there is not a hard and fast rule for replacing vehicles like this, the general industry standard is to replace these vehicle every eight to ten years depending on mileage and condition. The Inv vehicle was purchased in 9/2006, it currently has 58,000 miles on it and is out of warranties. I am recommend replacement in 2018 with an expected mileage of 65,000 to 72,000 miles.						
Consistent with Comprehensive Plan and/or Other Municipal Plan?				<input type="checkbox"/> Yes		<input type="checkbox"/> No
Project Costs	Prior Years	2018	2019	2020	2021	2022
Land Acquisition						
ROW/Easements						
Demolition						
Design						
Construction						
Equipment	G.O.Bond	36,521.00				
Utility Relocation						
Miscellaneous						
TOTAL						
Funding Sources	Prior Years	2018	2019	2020	2021	2022
G.O. Bonds						
Special Assessment						
Revenue Bond						
Current Revenue						
Grants						
State/Federal Aid						
Other T.B.D.						
TOTAL						
Impact on Operating Budget: T.B.D.						
Project Score (to be completed by Management Team):						

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

Contractor's Licenses

January 16, 2018

Mechanical Contractor

Professional Mechanical Services, LLC.

Sign Contractor

Veo Sign, LLC.

2018-2019 Rubbish Hauler License

Aspen Waste Systems of Minnesota, Inc.

LePage & Sons, Inc.

Randy's Sanitation, Inc.

Walter's Recycling & Refuse, Inc.

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

Business License -
Massage Therapy

January 16, 2018

Massage Therapy- Individual

Guojin Zhao

Acupressure Massage



Police Report

December 2017

Submitted for Council Meeting – January 16, 2018

The Spring Lake Park Police Department responded to five hundred and ninety-eight calls for service for the month of December 2017. This is compared to responding to five hundred and one calls for service in December Of 2016.

School Resource Officer Chlebeck reports handling nine calls for service at our local schools, along with fifteen student contacts, four escorts and one follow up investigation into a school related issue for the month of December 2017. Officer Chlebeck noted that school was in session for fourteen days for the month of December and that five students were charged with 5th degree assault and disorderly conduct. Officer Chlebeck also noted that he attended the OEC Advisory Board Meeting and 3 Echo Hostile Event Training. For further details see Officer Chlebeck's attached report.

Investigator Baker reports handling forty-eight cases for the month of December 2017. Forty-one of these cases were felony in nature, four of these cases were gross misdemeanor in nature and three of these cases were misdemeanor in nature. Investigator Baker also notes monitoring six active forfeiture cases along with his normal case load. For further details see Investigator Baker's attached report.

With the New Year starting, I would like to take a moment and recap the year of 2017 and the contributions that the Spring Lake Park Police Reserve Unit has made for the City of Spring Lake Park, the Police Department and our residents. The Spring Lake Park Police Reserve Unit currently consists of seven volunteer individuals, we currently are accepting applications for the Police Reserve Program and hope to have a full staff of ten Police Reserves in the future.

For the year of 2017, our reserves have donated 1,431 hours of service to the City of Spring Lake Park assisting our officers in the city, at local events and events held in Anoka County. The 2017 National Volunteer Hourly Rate of Pay for Minnesota is currently at \$26.40 an hour, this equates to a saving of \$37,778.40 worth of volunteering that the police department would have had to pay an officer to cover over the course of 2017. I would like to take this opportunity and personally thank each and every one of our seven Spring Lake Park Police Reservists for their volunteering to be a part of our Police Reserve Program and for providing the high quality of assistance to our officers, residents and the City of Spring

Lake Park. It is through their dedication to this program that it continues to be successful and growing. I would also like to personally thank our Reserve Coordinator's Officer Chlebeck and Officer Bennek for their continued dedication and guidance in helping make our Police Reserve Program the best that it can be.

The Spring Lake Park Police Department in its quest to keep our community as safe as possible, also participated in the State/Federal program called TZD (Toward Zero Deaths) in 2017. This program is designed to address problematic driving behaviors on a national basis across our country to include but not limited to driving under the influence of alcohol/drugs, distracted driving and other unsafe behaviors exhibited by motor vehicle drivers and is a grant funded program. The Spring Lake Park Police Department was able to participate and work thirty separate shifts over the course the year 2017. Spring Lake Park Officers effected two hundred and eighty-nine traffic stops, issued two hundred and eighteen traffic violation warnings along with issuing one hundred and seventy-nine traffic citations. The Spring Lake Park Police Department continues to pursue the quest of keeping our community as safe as possible, along with national quest of helping to curb unsafe behaviors of drivers across our nation.

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

The month of December 2017 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 which include but not limited to: City Council Meetings held during the course of the month, POST mandated training for police officers, research of new squad light bar systems for future purchases, administrative staff and department meetings, conducting yearly employee reviews, etc. I did attend the City of Spring Lake Park annual employee appreciation luncheon held here at city hall and would like to personally thank the Mayor and City Council for having this event, I believe a good time was had by all those that were able to attend.

This will conclude my report for December 2017.

Are there any questions.



Investigator
Brad Baker

Spring Lake Park Police Department

Investigations Monthly Report

December 2017

Total Case Load

Case Load by Level of Offense: 48

Felony	41
Gross Misdemeanor	4
Misdemeanor	3

Case Dispositions:

County Attorney	6
Juvenile County Attorney	1
City Attorney	2
Forward to Other Agency	0
SLP Liaison	0
Carried Over	21
Unfounded	0
Exceptionally Cleared	9
Closed/Inactive	9

Forfeitures:

Active Forfeitures	6
Forfeitures Closed	0

Spring Lake Park Police / School Resource Officer Report

December 2017

Incidents by School Location	Reports (ICRs)	Student Contacts*	Escorts/Other	Follow Up Inv.
Spring Lake Park High School	8	15	4	1
Discovery Days (pre-school)	1			
Lighthouse School				
Park Terrace Elementary School				
District Office				
Able and Terrace Parks (School Related)				
School Related				
Miscellaneous Locations				
Totals:	9	15	4	1

Breakdown of Reports (ICRs)	
Theft reports (cellphones, iPods, bikes, etc...)	1
Students charged with Assault or Disorderly Conduct	5
Students charged with other crimes	1
Non-students Charged	
Warrant Arrests	
Miscellaneous reports	2

To:	Dan Buchholtz, Administrator City of Spring Lake Park	From:	Phil Gravel, City Engineer
File:	Hy-Vee Development	Date:	January 4, 2018

Reference: Final Plat – Review Comments

As requested, we have reviewed the Spring Lake Park Hy-Vee final plat information submitted on December 22, 2017 (copy attached for reference).

In general, the final plat includes elements discussed as part of the preliminary platting process. The entire site is being platted into two lots. There will be no easements along the internal lot line between the two lots.

The plat as submitted does not include any internal easements. The applicant has stated that the required internal easements will be added to the plat once final details on the locations of the pipes/facilities are determined. In general, the plat appears to be approvable with some conditions. We offer the following comments:

1. Before the City signs the final plat documents for recording, the applicant shall provide documentation to the City that the Rice Creek Watershed District has approved the plat.
2. The applicant shall verify that previous plat review comments from the Minnesota Department of Transportation have been addressed.
3. Per previous resolution 17-19, the applicant shall provide a drainage and utility easement over the north 275-feet of the Anoka CSAH 35 vacated right-of-way.
4. Before the City signs the final plat documents for recording, the Public Works Director and City Engineer shall review the location of internal drainage and utility easements.

We understand that you are coordinating the process and timing of the right-of-way vacation process with the plat approval and the eventual recording of the plat.

Please feel free to contact Phil Carlson or me if you have any questions or require any additional information.

STANTEC

Phil Gravel
Principal
Phone: (651) 604-4885
Phil.Gravel@stantec.com

Attachment: 12-22-17 Spring Lake Hy-Vee plat

RESOLUTION NO. 18-02

RESOLUTION APPROVING HY-VEE FIRST ADDITION OF SPRING LAKE PARK FINAL PLAT

WHEREAS, Hy-Vee, Inc. (the “Applicant”) has submitted an application for approval of final plat for Hy-Vee First Addition of Spring Lake Park; and

WHEREAS, the subdivision is located on three parcels on three parcels totaling approximately 13 acres in size and legally described in Exhibit A of this Resolution; and

WHEREAS, the City Council approved preliminary plat, subject to conditions, at its regular meeting on August 21, 2017; and

WHEREAS, City staff has recommended approval of the final plat for Hy-Vee First Addition of Spring Lake Park, subject to a series of conditions.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Spring Lake Park that the City Council does hereby approve the final plat application for Hy-Vee First Addition of Spring Lake Park, conditioned upon the following:

1. Applicant shall provide documentation to the City that the Rice Creek Watershed District has approved the plat.
2. The applicant shall verify that previous plat review comments from the Minnesota Department of Transportation have been addressed as directed.
3. Per the requirements of Resolution 17-19, the applicant shall provide a drainage and utility easement over the north 275 feet of the Anoka CSAH 35 vacated right-of-way.
4. Prior to plat recording, the Public Works Director and City Engineer shall review the location of internal drainage and utility easements and approve of the same, in their discretion.
5. Applicant shall enter into a Developer’s Agreement and Sidewalk and Utility Maintenance Agreement with the City prior to recording Final Plat to cover all aspects of design, construction, fees and costs. Applicant shall provide updated plans as specified in Schedule 1 of the Developer’s Agreement.

BE IT FURTHER RESOLVED that the City Council hereby grants a 90 day extension to the final plat recording deadline as specified in Section 152.017(D) of the City Code.

The foregoing Resolution was moved for adoption by .

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

And the following voted against the same:

Whereon the Mayor declared said Resolution duly passed and adopted the 16th day of January, 2018.

APPROVED BY:

Cindy Hansen, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator

SPRING LAKE PARK HY-VEE

KNOW ALL PERSONS BY THESE PRESENTS: That Hy-Vee Inc., an Iowa corporation, owner of the following described property:

That part of Lot 7, Auditor's Subdivision No. 152, Anoka County, Minnesota, lying Easterly of State Highway No. 65.

AND

All that part of County State Aid Highway Number 35, also known as Central Avenue, shown on Auditor's Subdivision No. 152, described as follows:

Beginning at a point on the east line of Lot 7, Auditor's Subdivision No. 152, distant 37.00 feet north, as measured perpendicular to, the south line thereof; thence South 89 degrees 33 minutes 30 seconds East, assuming the south line of said Lot 7 has a bearing of South 89 degrees 33 minutes 30 seconds East, a distance of 15.00 feet; thence North 00 degrees 20 minutes 26 seconds East 1127.86 feet to its intersection with the easterly extension of the northerly line of said Lot 7; thence North 83 degrees 51 minutes 51 seconds West, along said easterly extension, 82.63 feet to the east line of said Lot 7; thence South 15 degrees 18 minutes 04 seconds East, along said east line, 249.25 feet to an angle point; thence South 00 degrees 20 minutes 26 seconds West along said east line 896.15 feet to the point of beginning, vacated per Doc. No. _____.

Has caused the same to be surveyed and platted as SPRING LAKE PARK HY-VEE and does hereby dedicate to the public for public use the public way and the drainage and utility easements as shown on this plat.

In witness whereof said Hy-Vee Inc., an Iowa corporation, has caused these presents to be signed by its proper officer this ____ day of _____, 20____.

Signed: Hy-Vee Inc.

By: _____

STATE OF _____

COUNTY OF _____

This instrument was acknowledged before me on ____ day of _____, 20____ by _____, President of Hy-Vee Inc., an Iowa corporation, on behalf of the corporation.

Printed Name

Notary Public, _____ County, _____

My Commission Expires _____

I Dennis B. Olmstead do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this ____ day of _____, 20____.

Dennis B. Olmstead, Licensed Land Surveyor
Minnesota License No. 18425

STATE OF _____

COUNTY OF _____

This instrument was acknowledged before me this ____ day of _____, 20____ by Dennis B. Olmstead.

Printed Name

Notary Public, _____ County, Minnesota

My Commission Expires _____

City Council, City of Spring Lake Park, Minnesota

This plat of SPRING LAKE PARK HY-VEE was approved and accepted by the City Council of the Spring Lake Park, Minnesota at a regular meeting thereof held this ____ day of _____, 20____, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

City Council, City of Spring Lake Park, Minnesota

By: _____ By: _____
Cindy Hansen, Mayor , City Clerk

County Surveyor

I hereby certify that in accordance with Minnesota Statutes, Section 505.021, Subd. 11, this plat has been reviewed and approved this ____ day of _____, 20____.

By: _____
Larry D. Hoiium
Anoka County Surveyor

County Auditor/Treasurer

Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year 20____ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this ____ day of _____, 20____.

Property Tax Administrator

By: _____, Deputy

County Recorder/Registrar of Titles
County of Anoka, State of Minnesota

I hereby certify that this plat of SPRING LAKE PARK HY-VEE was filed in the office of the County Recorder/Registrar of Titles for public record on this ____ day of _____, 20____, at ____ o'clock ____M. and was duly recorded as Document Number _____.

County Recorder/Registrar of Titles

By: _____, Deputy







Memorandum

To: Mayor Hansen and Members of the City Council

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

Date: January 10, 2018

Subject: Liquor License Application – Sota Tap House & Grill

The City of Spring Lake Park has received a liquor license application from Bradley Povlitzki to open a new bar called the “Sota Tap House & Grill.” The location of the Sota Tap House & Grill would be at 8407 Plaza Boulevard NE, the same location as the former “Pov’s on 65.”

As part of the liquor licensing process, the City conducts a thorough background investigation of the applicant. I would like to thank Police Chief Ebeltoft for the significant amount of time he spent to put together a thorough background of the applicant. The full background investigation report has been distributed to you under separate cover. The report has a combination of public and private data, as classified under the Minnesota Government Data Practices Act. A summary of the background report has been included in the City Council packet.

As you will note, Mr. Povlitzki’s previous establishment, Pov’s Sports Bar, had a significant number of police calls between 2008 and 2011 (the last full year of operation), totaling 380 calls for service. This number of calls for service far exceeds the calls for service at any of the City’s licensed establishments. In addition to the high volume of calls, the severity of the calls were significant. As Chief Ebeltoft notes in his memorandum, if Pov’s Sports Bar had been located within the corporate limits of Spring Lake Park, its license would have been brought forward for review by the City Council under the provisions of Section 111.10 of the City Code.

Chief Ebeltoft will be available to answer any questions the City Council may have. Any questions regarding information presented in Attachment A (Criminal History/Driver’s License Check/Credit History Check/etc.) will need to be asked in closed session as that information is non-public. Questions regarding the remainder of the application (vision for establishment, references, history of previous business, police call history).can occur in open session.

A copy of the background investigation report was sent to Mr. Povlitzki via certified mail on January 10, 2018 so that he would have an opportunity to review the information and respond to any questions the City Council may have.

The City Council must make findings on the application in a way that is consistent with City Code, particularly Section 111.17 of the City’s Liquor Regulations.

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



Report Summary

Liquor License Application

Bradley T. Povlitzki

Bradley Povlitzki submitted a Liquor License Application on November 21, 2017, to the City of Spring Lake Park in regards to opening a new business at 8407 Plaza Blvd NE in Spring Lake Park. The new business name was identified as "Sota Tap House & Grill, LLC". This geographical location is the old "Pov's on Hwy 65" location and is currently in trust for the Povlitzki family. Below is a summary of the findings of the attached report and investigation for the Liquor License Application.

- 1) **Criminal History/Driver's License Check/Credit History Check, etc.**- (Subject: Bradley Thomas Povlitzki, Dob/[REDACTED]) - Process completed by Police Records Technician LuAnn Larson.
 - a. Applicant had no Criminal History
 - b. Applicant has a valid Driver's License
 - c. Credit Report [REDACTED]
 - d. Applicant has no delinquent taxes/State or Federal Liens on his name.
 - e. Civil Family & Probate Case Records – Applicant is clear
 - f. Judgement Records- Applicant is clear.
 - g. Criminal/Traffic/Petty Case Records – Applicant below cases;
[REDACTED]
 - h. Better Business Bureau Rating- Applicant and previous business (Pov's Sports Bar I Andover) 1851 Bunker Lake Blvd NW, Andover, MN – Applicant had no complaints and no reviews.
 - i. City of Ham Lake – Applicant has no outstanding or due or delinquent bills owed the City of Ham Lake.

For further details see Police Records Technician LuAnn Larson attached report (See Attachment "A").

- 2) **Applicant filled out required Liquor License Application for City of Spring Lake Park:** Applicant-Bradley Povlitzki is requesting an "On-Sale Liquor License", he provided all required personal information. He identified the proposed business as "Sota Tap House & Grill, LLC". (See Attachment B) Liquor License Application, Notarized by Peggy Anderson on November 21, 2017. With required application fees for Liquor License, 2 am License, Sunday Sales License in the amount of \$9,000.00 check on the personal account of Bradley T and Dana S Povlitzki thru US Bank.
- 3) **Applicant provided documentation of Limited Liability Company status (LLC) from Minnesota Secretary of State:** Applicant listed himself as President of business and LLC with no other active members of a LLC Board (Vice-President, Secretary Treasurer, etc.), applicant indicated that his attorneys have filled the necessary paperwork (Will, Trust, etc.) for his wife (Dana Povlitzki) to take over the business if something should happen to him. For further details (See Attachment-C)
- 4) **Applicant provided a Legal Description of the proposed property Located at 8407 Plaza Blvd NE, Spring Lake Park, MN.** See Anoka County Property Summary (Attachment – D). Property is currently registered in the name of "Marlene Povlitzki- Trustee". Applicant intends to purchase property from Povlitzki Trust if liquor license is approved.
- 5) **Applicant indicated that he intends to utilize personal funds and mortgage to finance purchase of property from trust if liquor license is approved:**
 - a. \$300,000.00 – Personal Funds
 - b. \$600,000.00 – (Approximately) Mortgage – Applied for thru Wells Fargo- First week of December 2017- Process not completed, pending outcome of liquor license application.
- 6) **Applicant provided hand drawing of proposed floor plan of business Sota Tap House & Grill:** (See Attachment –E)
- 7) **Applicant's Personal References:** Applicant provided three separate references per the application process that were from Minnesota, not related to the applicant, of good moral character and do not have a financial interest in the applicant. All references were contacted and interviewed by myself (Chief of Police). All references provided positive feedback about the applicant and his ability to run a business. For specific comments of references see attached report of Chief Ebeltuft (Attachment F).
- 8) **Applicant listed a previous business "Pov's Sports Bar" in Andover (1851 Bunker Lake Blvd NW) on the Liquor License Application:** City of Andover was provided the necessary release of information form per Minnesota Data Standards and copies of all correspondence between the City of Andover and the applicant doing business as "Pov's Sports Bar" in Andover was requested. Upon reviewing this correspondence, I noticed numerous correspondence between the City of Andover and Bradley Povlitzki regarding first and second notices for Liquor and Tobacco License Applications and insurance coverages for the business of Pov's Sports Bar" in Andover, including a letter (Attachment – G) dated September 29, 2011, addressed to Pov's Sports Bar, located at 1851 Bunker Lake Boulevard, N.W. Andover, Minnesota 55304, indicating that the liquor license and tobacco license

for the above stated business expired on September 31, 2011 and that the liquor license would not be renewed for 2012, until all delinquent taxes are brought current. This letter was signed by Deputy Clerk, Daniel Gantner of the City of Andover.

Even with the noted correspondence regarding liquor license and tobacco license concerns, the City of Andover did issue the required liquor and tobacco licenses to Bradley Povlitzki for "Pov's Sports Bar" in Andover for the years it was in business including 2012, until Bradley Povlitzki requested his money back upon closing the business in December 2011. For further details see Chief Ebeltoft's attached report (Attachment – F).

9) **Anoka County Sheriff's Office Calls for Service at Pov's Sports Bar in Andover for the years 2007 to 2012.**

Anoka County Sheriff's Office was the law enforcement agency responsible for responding to calls for service at Pov's Sports Bar in Andover due to having the law enforcement services contract with the City of Andover. Therefore, a copy of the required Release of Information Form in accordance with Minnesota Data Practices was provided (**Attachment – H**) to the Anoka County Sheriff's Office and a copy of calls for service for the below years was requested.

Reviewing the calls for service to Pov's Sports Bar in Andover, I found there was a high volume of calls each year as indicated below. The calls for service ranged from 5TH Degree Assaults to Felony 3rd Degree Assaults with substantial bodily harm, including two people being stabbed, Criminal Sexual Conduct (Rape) Cases, Disorderly Conducts, Thefts, Damage to Property cases, etc. All these type of cases if the business would have been in the City of Spring Lake Park would have been violations of Spring Lake Park City Ordinance Chapter 111, (**See Attachment – I**), which would have been brought to the Mayor and City Councils attention for liquor license renewal concerns by myself.

Bradley Povlitzki, did indicate that he reached out to Anoka County Sheriff's Office and requested assistance with the calls for service, Bradley Povlitzki indicated that a Sheriff's Deputy did come out to the business for a period of time and review what was going on. Bradley Povlitzki indicated that the Deputy advise that he could not do anything more to address the calls. I was unable to substantiate this statement that Bradley Povlitzki made with anyone at the Anoka County Sheriff's Office but did note upon reviewing the calls for service for the stated years that the Anoka County Sheriff's Office Deputies routinely parked in the parking lot of Pov's Sports Bar in Andover due to high volume of calls and had the above stated incidents occur in their presence.

Bradley Povlitzki did have numerous Alcohol and Tobacco compliance checks completed on his business Pov's Sports Bar in Andover, Minnesota. Bradley Povlitzki's business passed all Alcohol Compliance Checks. But failed a Tobacco Compliance Check by selling tobacco Products to Children on August 25, 2011, Case # 11-193283. All other Tobacco Compliance Checks were passed.

<u>2012</u>	<u>2011</u>	<u>2010</u>	<u>2009</u>	<u>2008</u>
23 (After Closed)	107	95	93	85

For comparison purposes, I had calls for service for local establishments of this nature, in the City of Spring Lake Park queried for the years 2017 to 2013. Below are the business names and results for requested years: (See Attachment – M)

<u>Business Name:</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>
Monte's	10	11	14	10	12
Laddie Lake Pub	26	18	20	13	22
Biff's	44	17	32	22	39
Pov's on Hwy 65	8	6	53	64	51

As this comparison shows, the frequency calls for service are nowhere the calls for service of Pov's Sports Bar in Andover, with the exception of the calls for service of Pov's on Hwy 65 for the years 2013 to 2015 when Bradley Povlitzki closed Pov's on Hwy 65.

- 10) **Applicant submitted Letter to Mayor and Council:** Applicant submitted a signed letter indicating his intent to open a new business as per the Liquor License Application at the location of the old Pov's on Hwy 65 location. Applicant (Bradley Povlitzki) in this letter indicated that the land and building at this location are in a trust for which he is the executor of for his family. Bradley Povlitzki states that he and his wife have decided to purchase this property from the trust and open a bar/restaurant/banquet facility.

Bradley Povlitzki further states in this letter that he understood that there was a great deal of problems with Povlitzki's and the City after his mother passed away and his brother Richard taking over. Bradley indicated that after having a meeting with Administrator Buchholtz and myself in December of 2015, they were informed of the problems. Bradley Povlitzki indicated that he was informed by Administrator Buchholtz and myself that Rich had been telling the city that he (Bradley Povlitzki) was operating the business and that all the issues needed to be handled by him (Bradley Povlitzki).

Bradley Povlitzki writes in this letter, **"I am writing this to let you know that is absolutely untrue. I was not employed by or managing Povlitzki's and had nothing to with the day to day operations."**

Bradley further indicates in his letter that his proposed new business in Spring Lake Park would be owned solely by his wife and himself. Bradley further states that "Rich will not be employed there or be involved in any facet whatsoever". Bradley further stated that "goes for the rest of my brothers and sisters as well.

Bradley further states in his letter that he worked for his family at Povlitzki's from 1986 to 1994 but then opened Pov's Sports Bar in Andover in 1994 and that he owned and managed that location until 2012 when he sold it to Wal-Mart. (See Attachment – J)

11) Phone Interview with Applicant (Bradley Povlitzki) conducted by Chief of Police: As part the Liquor License Application, I conduct a phone interview with the applicant to verify submitted information, reviewing the application and all documents supporting submitted information and all other aspects of the application process. Bradley has indicated during the entire liquor license application process that he has had nothing to do with Pov's on Hwy 65 since 1994 when he opened his own business in Andover, Minnesota. Bradley further states that since that time Rich and their parents have been the ones operating Pov's on Hwy 65, until both parents passed away and Rich took over the business and management of it. Bradley Povlitzki has indicated that the only aspect that he had to address at Pov's on Hwy 65 was being the executor of the trust. Bradley Povlitzki indicated that he would sign checks on the account of Povco, Inc. as the executor but that Rich would take the signed checks and pay bills. Bradley Povlitzki indicated that he did this until there was no money in the account and then he quit signing checks on the Povco, Inc. Account. I did inquire with Bradley Povlitzki about a check written on the Povco, Inc. account, check # 5374 for Pov's on Hwy 65 in the amount of \$9,500.00 on 11/30/12 appearing to have his signature on it (See Attachment – K). This check was provided to the City of Spring Lake Park for a Liquor License but was returned NSF. Bradley Povlitzki indicated that he did not sign that check, but then stated again, that he signed a lot of checks and Rich would disperse them for paying bills. Bradley Povlitzki further indicated he did not remember when but that he believed he had not signed a check on the Povco, Inc. account for some time before that date and in fact had told Rich no, when he asked for a check on the account due to no money being in the account. I then thanked Bradley Povlitzki for this information and ended my phone conversation with him.

Doing further investigation into statements made by Bradley Povlitzki and not having anything to do with the business "Pov's on Hwy 65 since 1994, I found a news article (See Attachment – L) highlighting the closing of Pov's Sports Bar in Andover, author Eric Hagen written January 12, 2012. Article showed a picture of Bradley Povlitzki in his establishment with this caption below the picture. **"Although Brad Povlitzki is closing Pov's Sports Bar in Andover, he will begin managing his family's other bar business—Pov's on 65 – in Spring Lake Park."** Although his is not proof positive that Bradley Povlitzki was not being truthful in the current application process and with his involvement with the family business Pov's on Hwy 65 as he had stated in a letter written to the Mayor and City Council. This coupled with the fact that Bradley Povlitzki's brother Rich has indicated to myself and the Mayor and City Council that the "Ladies Night" being held at Pov's on Hwy 65 in 2012 was his brother (Brad Povlitzki's) idea and that he (Rich) was not handling the day to day business from February to August, of Pov's on Hwy 65, due to taking care of their mother during her serious illness and subsequent death, which was noted in Official Council minutes of December 17, 2012.

Bradley Povlitzki also appeared in person at the July 7, 2003, council meeting indicating that he was part owner of Pov's on Hwy 65. Does bring great concern about truthfulness of Bradley Povlitzki and his actual involvement in the family business of Pov's on Hwy 65 over the course of time that

Bradley Povlitzki has indicated that he had nothing to do with that business as a result of this application process

I have concluded my investigation in to applicant Bradley T. Povlitzki and the liquor license application for the purposed business of "Sota Tap House and Grill, LLC." I am submitting the above stated information to the Mayor and Council for their review and consideration of whether or not to grant a new liquor license to the applicant.



January 9, 2018

Honorable Mayor and City Council
City of Spring Lake Park
1301 Eighty-First Avenue NE
Spring Lake Park, MN 55432-2188

Re: 2018 Sewer Lining Project
Authorize Preparation of Plans and Bidding

Dear Mayor and Council:

For the past several years the City has completed a sanitary sewer lining project as part of a long-term effort to maintain the city's infrastructure. The sewer maintenance program has been set up to try to keep the annual lining projects within a cost range of \$200,000 to \$300,000.

The Public Works Director has determined a priority sewer repair area for 2018 lining and has had a sewer televising company complete a preliminary inspection of the sewer lines in the project area.

The proposed 2018 work includes the sewer lines in the eastern and northeastern area of the city. Streets included in the proposed lining area include: Plaza Blvd., Center Drive, sunset Road, McKinley St., Pleasant View, spring Lake Park Rd., and Hillview Rd. (see attached map). In addition to lining of the sewer mains, sewer service connection wyes will be repaired where warranted.

The estimated construction cost for the 2018 sewer lining project is \$290,000 to \$300,000. If the City would like to take the next step in the project, **we request that the City Council order preparation of plans and specifications and authorize bidding for the 2018 Sanitary Sewer Lining Project.** Bid results will be presented to the Council for approval later this Spring.

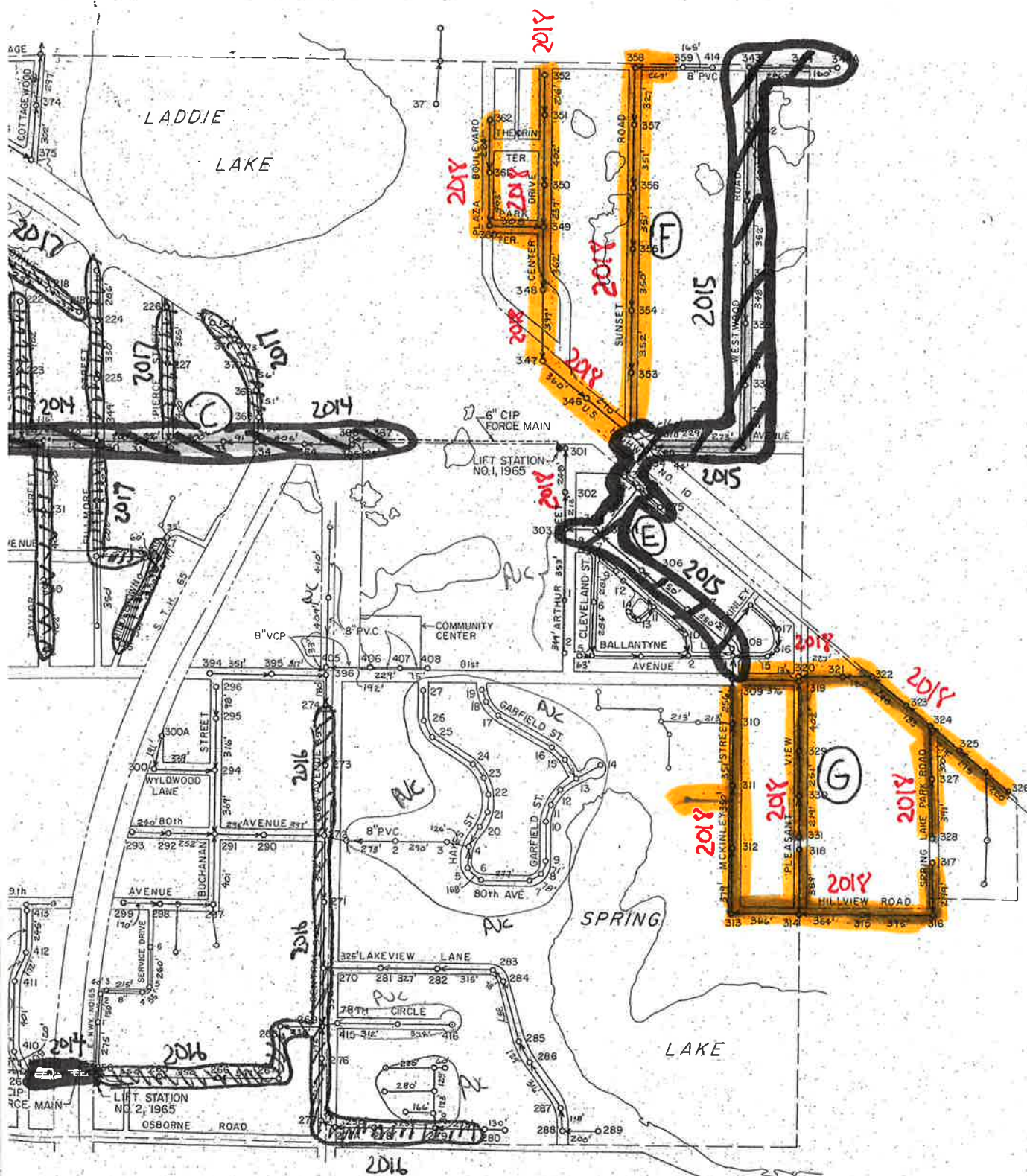
Please contact Harlan Olson or me if you have any questions or need any additional information.

Sincerely,
STANTEC

A handwritten signature in black ink that reads "Phil Gravel".

Phil Gravel

cc: Terry Randall, Public Works Director
Dan Buchholtz, City Administrator



PARK, MINNESOTA

0 400 800

NOTE:
ALL SEWER LINES ARE 9"
UNLESS OTHERWISE NOTED

MAP UPDATING : FEBRUARY 11, 1980
JULY 22, 1981
NOVEMBER 17, 1986
JANUARY 9, 1989
JANUARY 21, 1993
APRIL 7, 1995
JANUARY 7, 1997
JANUARY 13, 1999
JANUARY 25, 2000
JANUARY 24, 2002

SURVEY
DRAWN
DESIGN
APPROVED

REVISIONS

BONESTROO, ROSENE, ANDERLIK & ASSOC., INC.
ST. PAUL, MINNESOTA

SPRING LAKE PARK, MINNESOTA
DATE: NOVEMBER 20, 1975 COMM 18

SANITARY SEWER SYSTEM

SHEET



Memorandum

To: Mayor and City Council

From: Chief Doug Ebeltoft

Re: 2018 Squad Order and Purchase Authorization

Date: January 16, 2018

The 2018 State Bid Contract for Dodge Police Vehicles has been awarded to Dodge of Burnsville, this dealership has been the dealership that we have utilized to purchase our patrol vehicles since transitioning to the Dodge Charger, V-8, AWD Patrol Vehicles from Ford vehicles. Dodge of Burnsville has been able to provide the best price for our vehicles even before having the State Bid Contract for Dodge Police Vehicles. This year is no different.

I am pleased to inform the Mayor and City Council that the Dodge of Burnsville State Contract Bid # 134125 quote cost for the 2018 Dodge Police Charger, V-8, AWD is \$23,612.00. This purchase price would come in under budget, of the budgeted amount of \$32,646.00, for a savings of \$9,034.00.

After careful research, consideration and time, I have determined that the 2018 Dodge Police Charger, V-8, AWD will best fit the police department needs and finances.

Therefore, I am requesting authorization from the Mayor and City Council to purchase our 2018 Dodge Charger, V-8, AWD from Dodge of Burnsville for the listed price of \$23,612.00 and place the order as soon as possible.



Memorandum

To: Mayor and City Council

From: Chief Doug Ebeltoft

Re: Authorization to Order/Purchase
Replacement Vehicles for Chief and Investigator

Date: January 16, 2018

Department Heads at the request of the Mayor and City Council were asked to provide a plan for future capital purchases. As a results, a Capital Improvement Plan was developed to assist with making these purchases.

The Capital Improvement Plan was presented to the Mayor and City Council on September 4, 2017 at a council workshop. The Capital Improvement Plan was subsequently approved with the sale of bonds on December 4, 2017 for the 2018-2022 Equipment Certificate.

As part of the 2017-2021 Capital Improvement Plan, in 2018, I identified for the police department the replacement of the Chiefs and Investigators vehicles.

Both of these vehicles are 2007, Ford Taurus vehicles with 76,000 to 90,000 plus miles on them. The vehicles are showing the signs of age and effects of the elements of the Minnesota winters with rusting of the body.

Since the approval of the Capital Improvement Plan and the selling of the bonds for the 2018-2022 Equipment Certificate, I have been researching the replacement of the Chiefs and Investigators vehicles. Since the police department started to transition to Dodge Chargers in 2012 and service agreements are already in place, I elected to pursue replacing the Chiefs and Investigators vehicles with Dodge Chargers as well.

Under current State Bid Contract #134736, thru Dodge of Burnsville, I am able to purchase a Dodge Charger GT AWD vehicle for \$24,314.00. This purchase price would come in under budget of the budgeted amount of \$36,521.00 for a savings of \$12,208.00 per vehicle.

Therefore, I am requesting authorization from the Mayor and City Council to purchase (2) – 2018 Dodge Charger GT AWD vehicles for a total of \$48,628.00 and place the order as soon as possible for replacement of the Chiefs and Investigators vehicles.

City of Spring Lake Park

Capital Improvement Request Form

Project Name: Chief's Vehicle Replacement						
Requesting Department: Police Department						
Contact Person: Chief Ebeltoft				Telephone: 763-792-7221		
Project Description: Establish a timely and cost effective manner for replacing Chief's vehicle.						
Project Location (attach map, if appropriate):N/A						
Project Justification: Although there is not a hard and fast rule for replacing vehicles like this, the general industry standard is to replace these vehicle every eight to ten years depending on mileage and condition. The Chief's vehicle was purchased in 9/2006, it currently has 65,000 miles on it and is out of warranties. I am recommend replacement in 2016 with an expected mileage of 72,000 to 75,000 miles.						
Consistent with Comprehensive Plan and/or Other Municipal Plan?				<input type="checkbox"/> Yes		<input type="checkbox"/> No
Project Costs	Prior Years	2018	2019	2020	2021	2022
Land Acquisition						
ROW/Easements						
Demolition						
Design						
Construction						
Equipment	G.O.Bond	36,521.00				
Utility Relocation						
Miscellaneous						
TOTAL						
Funding Sources	Prior Years	2018	2019	2020	2021	2022
G.O. Bonds						
Special Assessment						
Revenue Bond						
Current Revenue						
Grants						
State/Federal Aid						
Other T.B.D.						
TOTAL						
Impact on Operating Budget: T.B.D.						
Project Score (to be completed by Management Team):						

City of Spring Lake Park

Capital Improvement Request Form

Project Name: Investigator's Vehicle Replacement						
Requesting Department: Police Department						
Contact Person: Chief Ebeltoft				Telephone: 763-792-7221		
Project Description: Establish a timely and cost effective manner for replacing Investigator's vehicle.						
Project Location (attach map, if appropriate):N/A						
Project Justification: Although there is not a hard and fast rule for replacing vehicles like this, the general industry standard is to replace these vehicle every eight to ten years depending on mileage and condition. The Inv vehicle was purchased in 9/2006, it currently has 58,000 miles on it and is out of warranties. I am recommend replacement in 2018 with an expected mileage of 65,000 to 72,000 miles.						
Consistent with Comprehensive Plan and/or Other Municipal Plan?				<input type="checkbox"/> Yes		<input type="checkbox"/> No
Project Costs	Prior Years	2018	2019	2020	2021	2022
Land Acquisition						
ROW/Easements						
Demolition						
Design						
Construction						
Equipment	G.O.Bond	36,521.00				
Utility Relocation						
Miscellaneous						
TOTAL						
Funding Sources	Prior Years	2018	2019	2020	2021	2022
G.O. Bonds						
Special Assessment						
Revenue Bond						
Current Revenue						
Grants						
State/Federal Aid						
Other T.B.D.						
TOTAL						
Impact on Operating Budget: T.B.D.						
Project Score (to be completed by Management Team):						



Memorandum

To: Mayor Hansen and Members of the City Council

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

Date: June 14, 2017

Subject: Site Development Agreement – Hy-Vee

City Attorney Thames has concluded negotiating the Site Development Agreement between the City of Spring Lake Park and Hy-Vee for the project located at the northeast corner of Highway 65 and 81st Avenue NE.

The Site Development Agreement spells out the developer's responsibilities for the construction of the project. A summary of these responsibilities include:

- Agreement grants permission to Hy-Vee to construct a 76,000 square foot grocery store and a 8,700 square foot commercial building with a gas station, convenience store and coffee shop.
- Requires Hy-Vee to comply with the terms of Ordinance 440, adopted by the City Council on August 21, 2017.
- Requirement of development fees to be paid and financial guarantees to be posted to ensure compliance with the agreement.
- Outlines the erosion control measures that must be undertaken prior to the start of site grading and how compliance with these requirements will be obtained.
- Specifies that the developer assumes full financial responsibility for any damage which may occur to public property as a result of activity by the developer, its contractors or subcontractors or assigns relating to the development of the project.
- Requirement to clean dirt and debris from the streets that has resulted from construction work under the site improvement plan and outlines process should the developer fail to do so.
- Requirement that developer provide and maintain various insurance coverages during the construction of the improvements
- Obligates the developer to make cash escrow payments in the amount of \$29,300 and requires the developer to make additional cash escrow payments if the escrow is insufficient. Any remaining escrow money will be returned to the developer once the project is complete.
- Responsibility of developer to obtain all applicable permits and sign required maintenance agreements for improvements.

- Requires developer to complete a new traffic study of the CSAH 35 and 81st Avenue NE intersection. If Anoka County Highway Department determines that a southbound right turn lane is required, the developer is required to construct the turn lane at its own expense. Should the developer fail to comply, the City can construct the turn lane and assess the property for the costs associated with the turn lane project.
- Requires developer to maintain sanitary sewer, water, drainage facilities and sidewalk facilities. The sidewalk is open to the public.

Upon approval of the Site Development Agreement by the City Council and execution of the agreement by the City and Hy-Vee, the document will be recorded with Anoka County.

City Attorney Thames will be at the City Council meeting to answer any questions you may have about the development agreement. If you have any questions prior, please don't hesitate to contact me at 763-784-6491.

SITE DEVELOPMENT AGREEMENT

This Site Development Agreement, (“Agreement”) is made this ____ day of _____, 2017 between Hy-Vee, Inc., an Iowa corporation, with offices located at 5820 Westown Parkway, West Des Moines, IA 50266 (“Developer”) and the City of Spring Lake Park, a Minnesota municipal corporation, with offices located at 1301 81st Avenue N.E., Spring Lake Park, Minnesota 55432 (“City”) and shall be effective if Developer closes on its purchase of the “Subject Property” (hereinafter defined).

WHEREAS, Developer is under contract to purchase the following properties within the City of Spring Lake Park, totaling approximately 11.83 acres:

PID #01-30-24-24-0038

PID #01-30-24-24-0039

PID #01-30-24-24-0002

As described in greater detail in the attached **Exhibit A**. Collectively referenced within as the “Subject Property”

WHEREAS, Developer is proposing to construct and operate an approximately 76,000 square foot grocery store on the north part of the Subject Property, to include a liquor store, with

parking on the south half of the Subject Property, and a new approximately 8,700 square foot commercial building with a gas station, convenience store and coffee shop in the southwest corner of the Subject Property, roughly in the location of the existing liquor store building on the Subject Property, which is to be removed (the “Project”); and

WHEREAS, the City rezoned the Subject Property from C-1, Shopping Center Commercial to PUD #2017-1, Planned Unit Development, on August 21, 2017.

NOW, THEREFORE, the parties hereto agree as follows:

- 1) **Site Development.** Developer is hereby granted permission to construct an approximately 76,000 square foot grocery store on the north part of the Subject Property, to include a liquor store, with parking on the south half of the Subject Property, and a new 8,700 square foot commercial building with a gas station, convenience store and coffee shop in the southwest corner of the Subject Property, roughly in the location of the existing liquor store building currently on the Subject Property, which is to be removed.
- 2) **Plans and Specifications.** Developer shall complete the construction in accordance with the final approved plans (collectively, the “Site Improvement Plan”) as more specifically set forth on Schedule 1 attached hereto, and as may be amended and approved in final form by the City. Developer shall also comply with all requirements outlined in the City Planner’s Memorandum Re: Hy-Vee Planned Unit Development Approval and Preliminary Plat Northwest corner of 81st Avenue NE and Central Avenue, dated August 7, 2017.
- 3) **Ordinance No. 440.** Developer shall comply with the terms and conditions of Ordinance No. 440, adopted by the City on August 21, 2017.
- 4) **Financial Guarantees.** The attached **Exhibit B** outlines the financial requirements and guarantees of Developer, which shall be the exclusive responsibility of Developer. A Letter of Credit (the “LOC”) in the amounts set forth on **Exhibit B** must be provided to and accepted by the City, such acceptance not to be unreasonably withheld; and all required fees, costs and escrow amounts paid, before Developer commences any work on Subject Property. The City may draw upon the LOC in the event Developer fails to complete the public improvements identified in the Site Improvement Plan and on **Exhibit B**; additionally, the City may also draw upon the LOC to seek reimbursement for Developer’s failure to pay amounts due under this Agreement after the applicable notice and cure periods have run. Once the Project is complete and all amounts due hereunder have been paid, the LOC shall be released. In addition to posting the sureties contemplated above, Developer shall also provide an additional bond, letter of credit, or cash escrow chosen by Developer to the City, as indicated on **Exhibit B**, in an amount reasonably determined by the City (the “Maintenance Bond”). The Maintenance Bond

shall be in a form approved by the City, approval not to be unreasonably withheld, and shall remain outstanding for a period of thirty-six months after completion of the landscaping portion of the Site Improvement Plan, at which point the Maintenance Bond will be released and any unused portion will be returned to Developer .

5) **Erosion and Siltation Control.**

- a. **Control Measures.** Before any grading is started under the Site Improvement Plan or related permit, all down gradient perimeter control measures as provided for in the Site Improvement Plan shall be installed. No final approval of the improvements authorized by the Site Improvement Plan (nor a final certificate of occupancy) shall be issued until all disturbed areas have been stabilized as provided for in the Site Improvement Plan. The LOC shall guaranty the erosion control and grading work required in this paragraph.
- b. **Unsatisfactory Conditions.** Developer shall be responsible for compliance with the approved erosion and sediment control (ESC) portion of the Site Improvement Plan. In the event the Developer fails to comply with the ESC requirements, the City shall give Developer telephonic and email notice of the nature of such failure in accordance paragraph 8. Developer shall correct such unsatisfactory condition described in the telephonic and email notice within five (5) business days after first receiving telephonic and email notice, or if the nature of such unsatisfactory condition is such that the same cannot reasonably be corrected within said five (5) business day period, then Developer shall have such additional time as is reasonably necessary to correct such unsatisfactory condition provided Developer promptly commences to correct such unsatisfactory condition and proceeds with diligence and continuity. During the term of this Agreement, if Developer fails to comply as provided above, then the City has the right to enter upon the Subject Property and correct said condition at Developer's expense. City shall be entitled to all of its reasonable costs and expenses of enforcing this paragraph of the Agreement, including, but not limited to, out of pocket legal, fiscal and engineering costs paid to third party providers of services. City may at its option invoice the said costs for direct payment from Developer. City reserves the right to invoice the said cost for direct payment from Developer and to withhold a final certificate of occupancy or final approval of the work provided for under the Site Improvement Plan, until City receives payment in full of its undisputed invoiced costs. All invoiced costs shall be deemed to be undisputed unless Developer notifies the City, in writing, of any disputed portion of an invoice, identifies a bona fide, reasonable basis for disputing said amount and, within 30 days of notice of the dispute, initiates a meeting between the parties to discuss resolution of the dispute. .

- 6) **Maintenance of Public Property Damaged or Clutter During Construction.** Developer agrees to assume full financial responsibility and to pay all costs for any damage which may occur to public property including, but not limited to, streets, street sub-base, base, bituminous surface, curb, utility systems including, but not limited to water main, sanitary

sewer or storm sewer damaged or cluttered with debris (collectively, the "Public Property") when said damage occurs as a result of activity by the Developer, its contractors or subcontractors or assigns relating to the development of the Subject Property as provided in the Site Improvement Plan. Notwithstanding the foregoing, nothing contained herein shall require Developer to improve any of the Public Property to a condition superior than the condition of said Public Property at the time of Developer's acquisition of the Subject Property ("Closing"). The City shall schedule an inspection of said Public Property with Developer and Developer's general contractor on or around the date of Closing and shall document the condition of said Public Property. In the event the Developer fails to maintain or repair the damaged Public Property, the City shall give Developer written notice of the nature of the default or damage in accordance with paragraph 8. Developer shall maintain or repair the damaged Public Property specified in the written notice within three (3) business days after first receiving written notice, or if the nature of such failure is such that the same cannot reasonably be maintained or repaired within said three (3) business day period, then Developer shall have such additional time as is reasonably necessary to complete such maintenance or repair provided Developer promptly commences to complete such maintenance or repair and proceeds with diligence and continuity. If Developer fails to maintain or repair the damaged Public Property as provided above, then the City may undertake such maintenance or repair. When the City undertakes such maintenance or repair, the Developer shall reimburse the City for all of its reasonable expenses within thirty (30) days after Developer has received an invoice therefore. The Developer understands that no final certificate of occupancy shall be issued if an amount due hereunder remains unpaid or if the Developer is in default under the terms of this Agreement.

- 7) **Street Cleaning.** The Developer shall clean dirt and debris from streets that has resulted from construction work under the Site Improvement Plans by the Developer, its contractors, subcontractors, agents or assigns. The City will inspect the site not less than on a weekly basis and determine whether it is necessary to take additional measures to clean dirt and debris from the streets. In the event the Developer fails to clean dirt and debris from the streets, the City shall give Developer telephonic and email notice of the nature of such failure. Developer shall clean the dirt and debris from the streets described in the telephonic and email notice within three full business days after first receiving telephonic and email notice, or if the nature of such failure is such that the same cannot reasonably be completed within three full business days, then Developer shall have such additional time as is reasonably necessary to complete such work provided Developer promptly commences to complete such work and proceeds with diligence and continuity. If Developer fails to complete such work as provided above, then the City may complete or contract to complete the clean-up of the streets at Developer's expense. When the City incurs any expense under the terms of this paragraph, the Developer shall reimburse the City for any reasonable costs the City incurred for such work within 30 days after Developer has received the City's invoice therefore. The Developer understands that no final certificate of occupancy shall be issued if an amount due hereunder remains unpaid.
- 8) **Notices.** Any notices, requests or other communications required or permitted to be given hereunder shall be (a) telephonic and email only where permitted in the text of the

paragraph requiring or permitting notice to be delivered, and (b) otherwise must be in writing and delivered via a widely recognized national overnight courier service (e.g., UPS, FedEx), or mailed by United States registered or certified mail, return receipt requested, postage prepaid, and addressed to each party at its address as set forth below. Notices shall be deemed delivered upon actual delivery.

City: City of Spring Lake Park
1301 81st Avenue N.E.
Spring Lake Park, MN 55432
Attn: Daniel R. Buchholtz, City Administrator
Telephone: (763) 792-7211
Facsimile: (763) 792-7257
e-mail: dbuchholtz@slpmn.org

Copy to: John J. Thames
Carson, Clelland & Schreder
6300 Shingle Creek Parkway, Suite #305
Minneapolis, MN 55430
Telephone: (763) 561-2800
Facsimile: (763) 561-1943
e-mail: john.thames@carsoncs.net

Developer: Hy-Vee , Inc
5820 Westown Parkway,
West Des Moines, IA 50266
Attn: Real Estate Dept.
Telephone: 515-327-2147
e-mail: phosch@hy-Vee.com

Copy to: Hy-Vee , Inc
5820 Westown Parkway,
West Des Moines, IA 50266
Attn: Legal Dept.
Telephone: 515-453-2787
e-mail: legalnotices@hy-vee.com

- 9) **Insurance Requirements.** Developer shall provide and maintain at all times during the construction of the improvements and performance of the Site Improvement Plan until after acceptance by the City of all improvements:
- a. Commercial general liability insurance (including operations, contingent liability, operations of subcontractors, completed operations and contractual liability insurance) with limits against bodily injury, including death, and property damage (to include, but not be limited to damages caused by erosion or flooding) which may arise out of Developer's work or the work of any of its subcontractors.

- b. Limits for bodily injury or death shall not be less than \$750,000.00 for one person and \$1,500,000.00 for each occurrence; limits for property damage shall not be less than \$2,000,000.00 for each occurrence.
- c. Worker's compensation insurance, with statutory coverage, if applicable.
- d. Developer shall file a Certificate of Insurance with the City Administrator prior to commencing site grading. The City shall be named as an Additional Insured on a primary and non contributory basis on the Certificate. The Certificate shall be modified to bear the following wording:

"Should any of the above policies be canceled before the expiration date thereof, the issuing company shall give thirty (30) days written notice of cancellation or material change to the Certificate Holder."

Developer shall be responsible for providing the above language to its insurer.

- 10) **Escrow Payment by Developer.** Developer shall make escrow payments identified in this Agreement for payment of City expenses identified on **Exhibit B** as the Cash Escrow. In the event the Cash Escrow amount is insufficient based on reasonable documentary evidence of actual accrued and/or reasonably anticipated additional costs , Developer shall pay reasonable additional escrow as reasonably determined by the City Engineer, based on such additional documentary evidence, within fifteen (15) days of written demand. Failure to make payment of the additional escrow amount shall permit the City to supplement those amounts from the above-identified LOC.
- 11) **Balance of Escrow to Developer.** In the event that there is any escrow remaining at the end of the project and Developer has completed all of its responsibilities and obligations, any balance remaining shall be promptly paid to Developer. Any balance will be mailed to the address provided by Developer in this Agreement or such other address given in writing by Developer to the City.
- 12) **Watershed District Maintenance Agreement.** All site plans, construction, and maintenance shall meet the requirements of the Rice Creek Watershed District. Prior to beginning construction, Developer shall provide the City with a copy of the maintenance agreement negotiated with and approved by the the Rice Creek Watershed District. Developer shall also provide proof of recording of the same with Anoka County.
- 13) **Developer Responsible for Securing All Applicable Permits.** Developer shall be responsible for securing all applicable permits related to the project and shall provide a copy of the same to the City, upon request. This includes, but is not limited to, a Storm Water Pollution Prevention Plan, all applicable permits from the City, the Rice Creek Watershed District, the Minnesota Department of Health, the Minnesota Pollution Control Agency, and the Anoka Highway Department.

- 14) **Access Approval.** Upon finalization of any applicable traffic mitigation plan, Developer must secure the appropriate access approvals from the applicable entities. Accesses to 81st Avenue NE require the approval of the City and accesses to Central Avenue require approval of Anoka County.
- 15) **Additional Final Plat Requirements.** Along 81st Avenue NE: The final plat shall include right-of-way dedication that provides a minimum of 33 feet of right-of-way from the centerline, or 5 feet from the back of the sidewalk, whichever is greater. A drainage and utility easement shall be provided along 81st Avenue NE to a distance of 50 feet from the centerline. Along Central Avenue/CSAH 35: The right-of-way line proposed in the preliminary plat at 50 feet from the centerline is acceptable (subject to Anoka County approval). A drainage and utility easement shall also be provided over the north 275 feet of the proposed vacated right-of-way. Other: In addition to the requirements listed above, Developer shall provide utility easements over all water mains and fire hydrants on site. In the event any such easements are not set forth on the plat, but instead are evidenced by separate written agreement, such separate written agreement shall be mutually approved by Developer and City.
- 16) **Parking.** As a part of the Project, Developer shall create a minimum of 455 parking stalls on the Subject Property and the Subject Property shall not be eligible to contribute parking outside of the PUD for joint use pursuant to § 153.139 of the Spring Lake Park zoning code. Developer shall adjust parking lot parameters adjacent to TH65 outlined in the preliminary plans to allow adequate setback for landscape screening from vehicles and lights on TH65 and aesthetic greenery, while maintaining the proposed sidewalk. These plan adjustments shall be reviewed, and require the approval of the City Planner and City Engineer, such approval not to be unreasonably withheld.
- 17) **Lighting.** All lighting on the Subject Property shall be provided as shown in the Photometric Plan. All exterior lighting on the Subject Property, whether affixed to poles or buildings, shall be down-cast cutoff-type fixtures. Lighting levels shall not exceed 1 foot candle at the outside edge of the Subject Property, at all locations.
- 18) **Snow Removal.** Developer shall comply with all snow removal requirements within Site Improvement Plan. Further, Developer shall review and update snow removal and snow storage requirements as necessary to ensure that snow removal and storage will not encroach on neighboring properties.
- 19) **Compliance with City's Local Surface Water Plan.** Developer shall submit to the City drainage calculations and all other applicable evidence to demonstrate compliance with the City's Surface Water Management Plan.
- 20) **Traffic Study, Mitigation, 2 Year Review Required.** Due to concerns about the impact on traffic from the Project and proposed Site Improvement Plan on adjacent streets (including but not limited to the intersection of TH65 and 81st Ave. NE), Developer submitted a traffic study in form and detail acceptable to the City. The study evaluated the impact of the proposed development on the adjacent streets. Developer

shall be obligated to perform all traffic mitigation reasonably deemed necessary to address traffic impacts, as reasonably determined by the City, the Minnesota Department of Transportation and Anoka County.

Additionally, at least 20 months and not more than 24 months after the completion of construction on the Project, Developer shall complete a new traffic study of the CSAH 35 and 81st Ave NE intersection. The study shall include level of service ratings for each approach as well as queue lengths versus available storage for each lane of approach. Said study shall be provided to Anoka County Highway Department for their review. Anoka County Highway Department will determine the need for a southbound CSAH 35 right turn lane onto 81st Ave NE based on the then current version of Anoka County's Development Review guidelines at said point in time. Developer shall be responsible for fully financing the construction said turn lane if it is determined to be necessary in the sole discretion of the Anoka County Highway Department. Further, should such construction be deemed necessary and Developer fail to complete the same within one year of receiving notice to do so, Developer agrees that the City may complete such construction and seek reimbursement from Developer's posted sureties and/or by specially assessing the Subject Property. In the event that the City specially assesses such costs to the Subject Property, Developer agrees that the City may then assess any and all reasonable, actual costs of that construction to the Subject Property, and Developer hereby waives any right of appeal to such an assessment (other than relative to the cost thereof not being reasonable or actual), but such waiver is only of any right to appeal such an assessment.

- 21) **Final Plat Recording.** No construction on the project may be commenced until Developer has recorded the City approved final plat for the Project and provided proof of the same to the City.
- 22) **Sewer, Water, and Drainage Facilities On Site Considered Private, Developer to Maintain.** The parties agree that all sewer, water, and drainage facilities within the site shall be considered private facilities and all maintenance will be the exclusive responsibility of Developer pursuant to a maintenance agreement to be mutually negotiated and approved with the City. The parties agree that the Developer shall be responsible for maintenance of these private facilities up to and including connection to the City main. Developer shall maintain all stormwater management infrastructure on the site in compliance with the Rice Creek Watershed maintenance agreement, referenced in paragraph 12 of this Agreement. Should Developer fail to maintain the sewer, water or drainage facilities, the City shall provide Developer with notice of this failure and a reasonable opportunity to cure, provided the same is not less than thirty (30) days, except in emergency situations. During the term of this Agreement, should Developer fail to cure the maintenance violation within the reasonable time provided by the City, Developer hereby consents to allow the City to enter the site and abate such violations. Developer further agrees that the City may then assess any and all reasonable actual costs of that abatement to the Subject Property, and Developer hereby waives any right of appeal to such an assessment (other than relative to the costs thereof not being reasonable or actual), but such waiver is only of any right to appeal such an assessment.

- 23) **Sidewalk Maintenance.** In addition to all other maintenance obligations contained herein or within the Site Improvement Plan, Developer shall also be responsible for maintenance of the proposed sidewalks/trails to be constructed within the Subject Property and any City or County right-of-way along 81st Avenue NE and Central Avenue, as a part of this Project. These sidewalks/trails will be open to the public, but considered private for maintenance purposes and all maintenance will be the exclusive responsibility of Developer pursuant to a maintenance agreement to be mutually negotiated and approved with the City. This maintenance obligation includes, but is not limited to, snow removal and replacement of damaged panels.
- 24) **Replacement Infiltration Feature Required.** An existing stormwater infiltration feature is located along the south side of 81st Avenue NE, east of TH65. The proposed grading, sidewalk, and landscaping impact the existing infiltration feature. Developer shall be responsible for providing a replacement infiltration feature acceptable to the Rice Creek Watershed District.
- 25) **Site and Building Signage.** Site and building signage shall comply with all provisions of City Code including, but not limited to, §153.080 - §153.088 *et seq.* of the Spring Lake Park Code of Ordinances, as may be amended from time to time. The existing billboard on the Subject Property shall be removed as a part of the Project. Developer shall submit plans for the four proposed freestanding signs on the Subject Property and apply for sign permits for all signage on the Subject Property.
- 26) **Public Safety Access.** Developer shall submit truck turning movement documentation to the reasonable satisfaction of the City demonstrating that a “fire truck” of the dimensions provided by the City can satisfactorily make turning movements to service the Subject Property.
- 27) **Amendment of Agreement.** This Agreement represents the entire agreement of the parties and may not be amended except in writing and executed by both parties.

- 28) **Agreement Effect.** This Agreement shall be binding upon and extend to the representatives, heirs, successors and assigns of the parties hereto. Notwithstanding anything to the contrary herein, this Agreement shall terminate once the Maintenance Bond is released and returned to Developer in accordance with paragraph 4 of this Agreement. However, Developer's indemnification obligations set forth in paragraph 38 of this Agreement shall survive termination of this Agreement.
- 29) **Incorporation of Recitals.** The recital paragraphs set forth at the beginning of this Agreement are incorporated as part of this Agreement as though fully set forth herein.
- 30) **Headings.** Descriptive headings are for convenience only and shall not control or affect the meaning or construction of any provision of this Agreement.
- 31) **Incorporation by Reference.** All exhibits and other documents attached hereto or referred to herein are hereby incorporated in and shall become a part of this Agreement.
- 32) **Governing Law.** The laws of the State of Minnesota shall govern all issues relating to this Agreement.
- 33) **Counterparts.** This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original.
- 34) **Force Majeure.** If Developer shall be delayed or hindered in or prevented from the performance of any act required hereunder by reason of an event of Force Majeure, the period for the performance of any such act shall be extended for a period equivalent to the period of such delay. "Force Majeure" shall mean: flood, fire, tornado, earthquake or other casualty or natural disaster; war or national emergency; governmental moratoria, restrictions and limitations; injunctions or other similar legal actions related to the Subject Property; adverse weather conditions; strikes or other labor troubles; scarcity or unavailability of fuel, labor or materials; or any other cause beyond the reasonable control of Developer.
- 35) **Rights Cumulative.** Each right, power or remedy herein conferred on either party is cumulative in addition to every other right, power or remedy expressed or implied, now or hereafter arising, available to the City or Developer, at law or in equity, or under any other agreement, and each and every right, power or remedy herein set forth or otherwise so existing may be exercised from time to time as often and in such order as may be deemed expedient by the City or Developer and it shall not be a waiver of the right to exercise it at any other time thereafter, or any other right, power or remedy.
- 36) **Severability.** In case any one or more of the provisions contained in this Agreement shall be invalid, illegal or unenforceable in any respect, the validity, legality and enforceability of the remaining provisions contained herein and any other application thereof shall not, in any way, be affected or impaired thereby.

- 37) **Violation of Agreement.** In the event the Developer, or its successors or assigns, violates any of the covenants and agreements herein contained, unless this Agreement specifies a different amount of time, the City shall give Developer 30 days mailed notice thereof. If such default is not cured within the 30 day period, the City is hereby granted the right and privilege to declare the contract terminated. If the default cannot reasonably be cured within said 30 day period, and the Developer has given the City written notice of such fact, and if work on the cure in fact has been commenced within such 30 day period and the Developer is proceeding continuously and diligently in accomplishing the cure, the 30 day period shall be extended for an additional period necessary to cure the default but in no event shall the period be extended more than an additional 30 days. If the default continues after that period, the City may then, immediately, and without notice or consent of the Developer, use all of the deposited escrow funds, Letter of Credit or other surety funds to complete the Developer's obligations as set forth herein, whether or not related to escrow items and to bring legal action against the Developer to collect any sums due to the City pursuant to this Agreement.
- 38) **Indemnification.** The Developer shall indemnify, defend, and hold harmless the City, its officers, employees, agents and others acting on its behalf from any and all loss, claim, damage, liability, cost, and expense of any kind whatsoever, including reasonable attorneys' fees, arising out of Developer's (and its officers, employees, contractors or agents, or any other person or entity for whose acts or omissions constituting negligence or willful misconduct the Developer is legally responsible) negligence, and/or willful misconduct in the performance of its obligations under this Agreement and the operation of the Project thereafter, only for events first arising during the term of this Agreement, except and then to the extent the same are caused by the City's or its employees' or contractors' negligence, and/or willful misconduct, for which the City hereby agrees to indemnify, defend and hold harmless Developer for any loss, claims, damages, actions, lawsuits, costs or expenses, including reasonable attorneys' fees arising therefrom.
- 39) **Attorneys' Fees.** The unsuccessful party shall pay the successful party's reasonable attorneys' fees to be fixed by the Court in the event a suit or action is brought to enforce the terms of this Agreement.
- 40) In the event Developer does not close on the purchase of the Subject Property, this Agreement shall be void and of no further force and effect.

[signature pages follow]

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

HY-VEE, INC.,
an Iowa corporation

By: _____
Jeffrey Markey

Its: Sr. Vice President

Date: _____

By: _____
Nathan Allen

Its: Assistant Secretary

Date: _____

STATE OF IOWA)
) ss.
COUNTY OF POLK)

The foregoing instrument was acknowledged before me this _____ day of _____, 2017, by Jeffrey Markey, the Sr. Vice President and Nathan Allen, the Assistant Secretary of Hy-Vee, Inc., an Iowa corporation, on behalf of the corporation.

Notary Public

CITY OF SPRING LAKE PARK

Date_____

By: _____
Its Mayor

Date_____

By: _____
Its Administrator, Clerk/Treasurer

STATE OF MINNESOTA)
) ss.
COUNTY OF HENNEPIN)

The foregoing instrument was acknowledge before me this _____ day of _____, 2017, by Cindy Hansen, the Mayor and Daniel R. Buchholtz, the City Administrator, Clerk/Treasurer of the City of Spring Lake Park, a municipal corporation under the laws of Minnesota, on behalf of said municipal corporation.

Notary Public

THIS INSTRUMENT WAS DRAFTED BY:

John J. Thames, Esq.
Carson, Clelland & Schreder
6300 Shingle Creek Pkwy, Suite 305
Minneapolis, MN 55430
(763) 561-2800

EXHIBIT A
(collectively the "Subject Property")

PID #01-30-24-24-0038

That part of Lot 7, Auditor's Subdivision No. 152, Anoka County, Minnesota, lying Easterly of State Highway 65, except that part described as follows:

Beginning at a point on the South line of said Lot 7, distant 570.35 feet Westerly of the Southeast corner of the Northwest Quarter of Section 1, Township 30, Range 24; thence Northerly, perpendicular to said South line, 119.00 feet; thence on a tangential curve to the left 74.96 feet; radius on said curve is 107.37 feet; thence tangent to last described curve 6.07 feet; thence on a tangential curve to the right 58.77 feet; radius of said curve is 180.23 feet; thence Westerly, parallel with said South line, 68.22 feet to the Easterly right of way line of said Highway 65; thence Southwesterly, along said right of way line, to said South line; thence Easterly, along said South line, to the point of beginning.

EXCEPT THE FOLLOWING:

That part of Lot 7, Auditor's Subdivision No. 152 described as follows:

Beginning at a point on the South line of the Northwest Quarter of Section 1, Township 30, Range 24, Anoka County, Minnesota, distant 570.35 feet West of the Southeast corner of said Northwest Quarter; thence North perpendicular to said South line a distance of 119.00 feet; thence Northwesterly on a tangential curve to the left having a radius of 107.37 feet (delta angle of 40 degrees 00 minutes) a distance of 74.96 feet; thence Northwesterly tangent to said curve a distance of 6.07 feet; thence Northerly on a tangential curve to the right having a radius of 180.23 feet (delta angle of 18 degrees 40 minutes 58 seconds) a distance of 58.77 feet; thence East parallel with said South line 133.86 feet; thence South perpendicular to said South line a distance of 243.00 feet to the said South line of the Northwest Quarter; thence Westerly to the point of beginning, according to the recorded plat thereof, Anoka County, Minnesota.

PID #01-30-24-24-0039

That part of Lot 7, Auditor's Subdivision No. 152, Anoka County, Minnesota, described as follows:

Beginning at a point on the South line of the Northwest Quarter of Section 1, Township 30, Range 24 Anoka County, Minnesota, distant 570.35 feet West of South line of said Northwest Quarter; thence North perpendicular to said South line a distance of 119.00 feet; thence Northwesterly along a tangential curve to the left having a radius of 107.37 feet (delta angle of 40 degrees 00 minutes) a distance of 74.96 feet; thence Northwesterly tangent to said curve a distance of 6.07 feet; thence Northerly along a tangential curve to the right having a radius of 180.23 feet (delta angle of 18 degrees 40 minutes 58 seconds) a distance of 58.77 feet; thence East parallel with said South line 133.86 feet; thence South perpendicular to said South line 243.00 feet to said South line; thence Westerly to point of beginning, except road, subject to

easement of record.

PID #01-30-24-24-0002

That part of Lot 7, Auditor's Subdivision No. 152, Anoka County, Minnesota, described as follows:

Beginning at a point on South line of Northwest Quarter of Section 1, Township 30, Range 24 570.35 feet West of the Southeast corner thereof; thence North perpendicular to said South line 119 feet; thence Northwesterly along a tangential curve to the left having a radius of 107.37 feet (delta angle of 40 degrees 00 minutes) a distance of 74.96 feet; thence Northwesterly tangent to said curve 6.07 feet; thence Northerly along a tangential curve to right having a radius of 180.23 feet (delta angle of 18 degrees 40 minutes 58 seconds) a distance of 58.77 feet; thence West parallel with said South line 68.22 feet to Easterly right of way line of Trunk Highway 65; thence Southwesterly along said Easterly right of way line to said South line; thence East along said South line to point of beginning, excluding roads, subject to easement of record.

Schedule 1 (Schedule 1 will be updated upon receipt of updated plans)

Sheet C-3.0	Site Plan, Prepared by Alliant Engineering	[7/6/17]
Sheet C-4.0	Grading, Drainage and Erosion Control Plan, Prepared by Alliant Engineering	[7/6/17]
Sheet C-5.0	Utility Plan, Prepared by Alliant Engineering	[7/6/17]
Sheet L-1.0	Landscape Plan, Prepared by Alliant Engineering	[7/6/17]
Sheet P-1.0	Photometric Plan, Prepared by Alliant Engineering	[7/6/17]
Sheets A-6.0 and A-6.1	Exterior Elevations, Prepared by Hy-Vee	[7/6/17]

Exhibit “B”

See Attached

Exhibit B - Hy-Vee Planned Unit Development

				Acres:	11.83	The number of units is an estimate. Num
				WAC/SAC Units:	25	
I.	Platting and Related Costs/Fees Owed:	Cost Per Acre/Unit/Lot		Cash	Notes	
A.	WAC fee	\$	945.00	\$ 23,625.00	per unit	
B.	SAC fee (MCES)	\$	2,485.00	\$ 62,125.00	per unit	
C.	SAC fee (City)	\$	75.00	\$ 1,875.00	per unit	
E.	Park Dedication	\$	60,000.00	\$ 60,000.00	total for site (3% of Fair Market Land Val	
	Total Commerical Fees:	\$	63,505.00	\$ 147,625.00		

Improvement Related Costs:

	Cash	Notes
A. Administrative	\$ 21,450.00	3% of Constr-public improvements

II.	Letter of Credit (LOC)	Cash Escrow	Notes
B. Engineering			
Stantec - Onsite Field Inspection		\$ 10,000.00	City Engineer - contract
Stantec - Plan Review		\$ 5,000.00	City Engineer - contract
Watershed Permit Fee		\$ -	Developers Cost - Direct to RCWD
C. Environmental			
D. Legal		\$ 3,000.00	City Attorney - contract
E. Planning		\$ 1,000.00	City Planner
F. Finance		\$ -	City not financing
G. Site cleanup escrow		\$ -	
H. Construction			
1 WCA/Mitigation - credits			
2 Site - grading	\$ 23,660.00		\$2,000/acre
3 Landscaping	\$ 50,000		
4 Erosion Control	\$ 10,000.00		
5 Lighting	\$ 10,000.00		
6 Site and Building Signage	\$ 10,000.00		
7 Sidewalk Installation and Maintenance	\$ 50,000		public improvement
8 Traffic Impact Mitigation	\$ 500,000		public improvement
9 Site Restoration	\$ 25,000		
10 Street Improvements - patching	\$ 30,000		public improvement
11 Utility Improvements - storm sewer	\$ 100,000		public improvement
12 Utility Improvements - water main	\$ 15,000		public improvement
13 Sanitary Sewer	\$ 20,000		public improvement
Improvement Subtotals:	\$ 843,660.00	\$ 19,000.00	

LOC/Escrow/Fees required:

	LOC*	Cash	
A. Letter of Credit (LOC)	\$ 1,054,575.00		125% of LOC Subtotal
B. Cash Escrow		\$ 20,900.00	110% of Cash Escrow Subtotal
C. Fees		\$ 147,625.00	
D. Administrative		\$ 21,450.00	
Total LOC and Cash required	\$ 1,054,575.00	\$ 189,975.00	

*additional 3 yr maintenance bond will also be required for landscaping (begins after construction on public improvements completed)



Memorandum

To: Mayor Hansen and Members of the City Council

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

Date: January 11, 2018

Subject: Utility and Sidewalk Access and Maintenance Agreement

Included with this memorandum is the Utility and Sidewalk Access and Maintenance Agreement between the City of Spring Lake Park and Hy-Vee.

This agreement provides the developer with access to the City's right-of-way for construction of a sidewalk on the property. The sidewalk is available for use by the general public. The developer agrees to maintain and repair the sidewalk, as well as plow and maintain the sidewalk.

The agreement also states that the sanitary sewer, water, and storm sewer infrastructure within the site, up to and including the connection to the City main, are considered private facilities. The developer is responsible for all maintenance. The agreement spells out the process to ensure a maintenance issue is corrected if the developer fails to cure a maintenance violation.

The agreement also requires the developer and its successors to indemnify, hold the City harmless and defend the City from any loss, claims, damages, actions, lawsuits, costs of expenses related to the developer's negligence and/or willful misconduct in the performance of its obligations under the agreement.

City Attorney Thames will be at the meeting to answer any questions you may have regarding this agreement. If you have any questions in advance of the meeting, please don't hesitate to contact me at 763-784-6491.

[space above reserved for recording information]

UTILITY AND SIDEWALK ACCESS AND MAINTENANCE AGREEMENT

This Utility and Sidewalk Access and Maintenance Agreement (this “Agreement”) is made this ____ day of _____, 2017, (“Effective Date”) by and among Hy-Vee, Inc., an Iowa corporation (“Developer”), and the City of Spring Lake Park, Minnesota (“City”), collectively (the “parties”).

RECITALS:

A. Developer is the fee owner of that certain real property located in the City of Spring Lake Park, Minnesota, legally described on Exhibit A attached to this Agreement (“Developer Parcel”); and

B. City is the fee owner of that certain publically traveled right-of-way, known as 81st Avenue NE, in the City of Spring Lake Park Minnesota, identified on the survey attached to this Agreement as Exhibit B (“City Right of Way”); and

C. Developer plans to construct and operate a sidewalk in the City Right of Way adjacent to 81st Avenue NE, and a sidewalk adjacent to TH65, and a bituminous trail across the Developer Parcel (collectively the “Sidewalks”) and sanitary sewer, water, and drainage facilities and infrastructure (“Developer’s Utilities”) on the Developer Parcel, in the City Right of Way, and in the County Right of Way, in accordance with site plans approved by the City (the Sidewalks and Developer’s Utilities are hereinafter sometimes referred to as the “Improvements”); and

D. Developer and City want to enter into this Agreement for the purposes of providing Developer access to the City Right of Way and describing the Developer’s continuing maintenance obligations regarding the Sidewalks and Developer’s Utilities.

NOW, THEREFORE, in consideration of the Recitals, which are hereby made a part hereof, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. **Use and Access of the Sidewalks.** The Sidewalks shall be available for non-exclusive pedestrian ingress and egress by the general public. City hereby grants a non-exclusive permanent easement to Developer, its contractors, subcontractors, agents, and successors and assigns on to the City Right of Way for the purposes of ingress, egress, and access to the Sidewalk, which includes ingress and egress for construction related activities and the maintenance obligations described in Section 2 of this Agreement.

2. **Maintenance of Sidewalk.** Developer agrees, at Developer's sole cost and expense, to maintain and repair the Sidewalks as necessary for the intended use of the Sidewalks as set forth herein. This maintenance obligation includes, but is not limited to, snow removal, obstruction removal, and replacement of damaged panels or bituminous surface. Developer also agrees to cut, trim, or remove from the Sidewalks trees, shrubs, or other vegetation or improvements as in Developer's reasonable judgment are unreasonably interfering with the use of the Sidewalks.

3. **Maintenance of Developer's Utilities and City Access.** Developer acknowledges, and the parties agree, that all sanitary sewer, water, and drainage facilities and infrastructure within the site plan approved by the City are considered private facilities and infrastructure. Developer agrees that Developer shall be responsible for these private facilities and infrastructure up to and including connection of the same to the City main. Developer shall maintain all stormwater management infrastructure on the site in compliance with the maintenance agreement between Developer and the Rice Creek Watershed District. Should Developer fail to maintain Developer's Utilities, the City shall provide Developer with notice of this failure and a reasonable opportunity to cure. Should Developer fail to cure the maintenance violation within the reasonable period of time provided by the City, Developer hereby consents to allow the City to enter the Developer Parcel and grants access to any facilities or infrastructure located there or in the City Right of Way to abate such violations. Developer further agrees that the City may then assess any and all reasonable, actual costs of that abatement to the Developer Parcel, and Developer hereby waives any right of appeal to such an assessment (other than relative to the cost thereof not being reasonable or actual), but such waiver is only of any right to appeal such an assessment.

4. **Indemnification.** Developer, and its successors and assigns, agrees to indemnify, hold harmless and defend the City, its officers, employees, agents and others acting on its behalf, from any loss, claims, damages, actions, lawsuits, costs or expenses, including reasonable attorneys' fees arising out of any injury or death of any person, or damage to any property arising out of Developer's (and its officers, employees, contractors or agents, or any other person or entity for whose acts or omissions constituting negligence or willful misconduct the Developer is legally responsible) negligence, and/or willful misconduct in the performance of its obligations under this Agreement and the construction and operation of the Improvements thereafter, only for events first arising during the term of this Agreement, except and then to the extent the same are the result of the City's or its employees' or contractors' negligence, and/or willful misconduct, for which the City hereby agrees to indemnify, defend and hold harmless Developer for any loss, claims, damages, actions, lawsuits, costs or expenses, including reasonable attorneys' fees arising therefrom.

5. **Notices.** Any notice required or permitted hereunder shall be deemed given upon actual delivery or refusal to accept delivery, and shall be given (a) by personal delivery upon an authorized representative of a party hereto; or (b) by United States registered or certified mail, return receipt requested, postage prepaid; or (c) by nationally recognized, reputable overnight courier (e.g., FedEx, UPS), properly addressed as follows:

If to Developer: Hy-Vee, Inc
5820 Westown Parkway,
West Des Moines, IA 50266
Attn: Real Estate Dept.

Copy to: Hy-Vee, Inc
5820 Westown Parkway,
West Des Moines, IA 50266
Attn: Legal Dept.

If to City: City of Spring Lake Park
1301 81st Avenue N.E.
Spring Lake Park, Minnesota 55432
Attention: City Administrator

With a Copy to: Carson, Clelland & Schreder
6300 Shingle Creek Parkway, Suite #305
Minneapolis, Minnesota 55430
Attention: John J. Thames

6. **Amendment, Modification or Waiver.** No amendment, modification or waiver of any condition, provision or term of this Agreement shall be valid or of any effect unless said amendment is made in writing, signed by the parties to be bound or their duly authorized representative(s) and specifying with particularity the extent and nature of such amendment, modification or waiver. Any waiver by any party of any default of another party hereunder shall not affect or impair any right arising from any subsequent default.

7. **Headings.** The headings of sections of this Agreement are for convenience of reference only and do not form a part hereof and in no way interpret or construe such paragraphs.

8. **Authority.** The undersigned each represent that they are authorized to act for and bind their respective parties.

9. **Counterparts.** This Agreement may be executed in counterparts, each of which shall be deemed an original, but which together shall constitute one and the same instrument.

10. **Integration.** This Agreement is the entire agreement between the parties with respect to its subject matter and supersedes all prior agreements and understandings between the parties hereto with respect to such subject matter.

11. **Severability.** If any provision of this Agreement is held to be unenforceable or void, such provision shall be deemed to be severable and shall in no way affect the validity of the remaining terms of this Agreement.

12. **Governing Law.** This Agreement will be governed and construed in accordance with the laws of Minnesota, without giving effect to choice of law provisions under Minnesota law.

13. **Agreement Effect.** This Agreement shall run with the land (Developer Parcel) and be binding upon and extend to the representatives, heirs, successors and assigns of the parties hereto.

[Signature Pages to follow.]

IN WITNESS WHEREOF, the undersigned have executed this Agreement as of the date first above written.

HY-VEE, INC.,
an Iowa corporation

By: _____
Jeffrey Markey, Sr. Vice President

By: _____
Nathan Allen, Assistant Secretary

Date: _____

STATE OF IOWA)
) ss.
COUNTY OF POLK)

The foregoing instrument was acknowledged before me this _____ day of _____, 2017, by Jeffrey Markey, Sr. Vice President, and Nathan Allen, the Assistant Secretary, of Hy-Vee, Inc., an Iowa corporation, on behalf of the corporation.

Notary Public

CITY:

City of Spring Lake Park

By: _____

Name: Cindy Hanson

Title: Mayor

AND

By: _____

Name: Daniel R. Buchholtz

Title: Administrator/Clerk/Treasurer

STATE OF MINNESOTA)
) ss.
COUNTY OF _____)

The foregoing instrument was acknowledge before me this _____ day of _____, 2017, by Cindy Hansen, the Mayor and Daniel R. Buchholtz, the City Administrator, Clerk/Treasurer of the City of Spring Lake Park, a municipal corporation under the laws of Minnesota, on behalf of said municipal corporation.

Notary Public

THIS INSTRUMENT WAS DRAFTED BY:

John J. Thames, Esq.
Carson, Clelland & Schreder
6300 Shingle Creek Pkwy, Suite 305
Minneapolis, MN 55430
(763) 561-2800

EXHIBIT A
(collectively the “Developer Parcel”)

PID #01-30-24-24-0038

That part of Lot 7, Auditor’s Subdivision No. 152, Anoka County, Minnesota, lying Easterly of State Highway 65, except that part described as follows:

Beginning at a point on the South line of said Lot 7, distant 570.35 feet Westerly of the Southeast corner of the Northwest Quarter of Section 1, Township 30, Range 24; thence Northerly, perpendicular to said South line, 119.00 feet; thence on a tangential curve to the left 74.96 feet; radius on said curve is 107.37 feet; thence tangent to last described curve 6.07 feet; thence on a tangential curve to the right 58.77 feet; radius of said curve is 180.23 feet; thence Westerly, parallel with said South line, 68.22 feet to the Easterly right of way line of said Highway 65; thence Southwesterly, along said right of way line, to said South line; thence Easterly, along said South line, to the point of beginning.

EXCEPT THE FOLLOWING:

That part of Lot 7, Auditor's Subdivision No. 152 described as follows:

Beginning at a point on the South line of the Northwest Quarter of Section 1, Township 30, Range 24, Anoka County, Minnesota, distant 570.35 feet West of the Southeast corner of said Northwest Quarter; thence North perpendicular to said South line a distance of 119.00 feet; thence Northwesterly on a tangential curve to the left having a radius of 107.37 feet (delta angle of 40 degrees 00 minutes) a distance of 74.96 feet; thence Northwesterly tangent to said curve a distance of 6.07 feet; thence Northerly on a tangential curve to the right having a radius of 180.23 feet (delta angle of 18 degrees 40 minutes 58 seconds) a distance of 58.77 feet; thence East parallel with said South line 133.86 feet; thence South perpendicular to said South line a distance of 243.00 feet to the said South line of the Northwest Quarter; thence Westerly to the point of beginning, according to the recorded plat thereof, Anoka County, Minnesota.

PID #01-30-24-24-0039

That part of Lot 7, Auditor’s Subdivision No. 152, Anoka County, Minnesota, described as follows:

Beginning at a point on the South line of the Northwest Quarter of Section 1, Township 30, Range 24 Anoka County, Minnesota, distant 570.35 feet West of South line of said Northwest Quarter; thence North perpendicular to said South line a distance of 119.00 feet; thence Northwesterly along a tangential curve to the left having a radius of 107.37 feet (delta angle of 40 degrees 00 minutes) a distance of 74.96 feet; thence Northwesterly tangent to said curve a distance of 6.07 feet, thence Northerly along a tangential curve to the right having a radius of 180.23 feet (delta angle of 18 degrees 40 minutes 58 seconds) a distance of 58.77 feet; thence East parallel with said South line 133.86 feet; thence South perpendicular to said South line

243.00 feet to said South line; thence Westerly to point of beginning, except road, subject to easement of record.

PID #01-30-24-24-0002

That part of Lot 7, Auditor's Subdivision No. 152, Anoka County, Minnesota, described as follows:

Beginning at a point on South line of Northwest Quarter of Section 1, Township 30, Range 24 570.35 feet West of the Southeast corner thereof; thence North perpendicular to said South line 119 feet; thence Northwesterly along a tangential curve to the left having a radius of 107.37 feet (delta angle of 40 degrees 00 minutes) a distance of 74.96 feet; thence Northwesterly tangent to said curve 6.07 feet; thence Northerly along a tangential curve to right having a radius of 180.23 feet (delta angel of 18 degrees 40 minutes 58 seconds) a distance of 58.77 feet; thence West parallel with said South line 68.22 feet to Easterly right of way line of Trunk Highway 65; thence Southwesterly along said Easterly right of way line to said South line; thence East along said South line to point of beginning, excluding roads, subject to easement of record.

EXHIBIT B

(Survey – Attached)



City of Spring Lake Park
Engineer's Project Status Report

To: Council Members and Staff
From: Phil Gravel

Re: **Status Report for 1.16.18 Meeting**
File No.: R-18GEN

Note: Updated information is shown in *italics*.

MS4 Permit (193802936).

Continuing to work with the Public Works Director and the Administrator on implementing the work plan for MS4 items. Completed training with the Public Works Department in December.

Surface Water Management Plan (193803949).

We continue doing research for updating the local surface water management plan. Detailed storm water modeling has been completed. *The model is showing flooding in areas that are known to flood, so the model seems to be appropriately calibrated. We are currently using the storm water model to evaluate proposed conditions to see what can be done to reduce flooding in these areas.*

2017 Sanitary Sewer Lining Project (193803782).

This project includes sanitary sewer lining in the neighborhood east of Able Street and north of 81st Avenue. The Contractor, Visu-Sewer, has completed the lining work and the remaining service grout work. Terry Randall is reviewing post-lining inspection reports.

2018 Sanitary Sewer Lining Project (19380....).

Terry Randall has received a preliminary inspection report from a sewer televising company for the northeast area of the city. A separate letter requesting authorization to prepare plans and solicit bids is included in the council packet.

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.

Other issues/projects.

Working with Technical Advisory Committee (TAC) for the Coon Creek Watershed District.

We continue working with the Public Works Director to get final approval on the Water Supply Plan (DNR requirement) and on implementing the city's Wellhead Protection Plan. *We will meet in early January to discuss these two documents along with well maintenance and water plant maintenance issues.*

Working with agents for cellular companies regarding facilities on the water towers.

Continue working Dan and the developer regarding the Hy-Vee development.

Working on site plan construction issues for the Dominion project. Terry Randall is monitoring day-to-day issues on the project.

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

CORRESPONDENCE



HISTORY 21

Volume 48 No.1 January-February 2018

We love history yes we do, we love history how 'bout you?

AnokaCountyHistory.org

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

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*Front Cover: Superior Cleaners, located at 544 Summit St, Columbia Heights. January 1967.
Object ID#: 162.1.01*



From the President

The holidays have passed and 2018 has begun. Time to start our diets, play with our presents and put all the holiday décor away.

Before we leave them behind completely, it is worth looking closer at a holiday tradition that elicits mixed reactions – and it is NOT fruitcake.

It is the “holiday letter.” Many folks love to get them and many love to hate them.

I have several friends who send me letters . . . some are delightful and some are downright obnoxious. In some I read well-crafted accounts of the adventures of my friends. In some I get to see photos of children I have never met but find myself looking forward to following their progress as each year – and letter – passes.

In others, I read of every possible ache and pain or anticipate (with dread) listings of impossibly perfect vacations and embellished accomplishments of every kid in the family.

All letters, whatever their tone, tell the stories of the year that has passed. Those stories are important – they are touchpoints of how people live. However pleasant or putrid, they are worth saving.

ACHS keeps an archive of holiday letters from families around Anoka County. If you’re send a holiday letter, considering adding us to your list for next year’s edition (and perhaps print out one more of the one you just sent). We want to add your family stories to the collection.

May your 2018 be blessed and may your accomplishments be worthy of next year’s letter.

Orville Lindquist, ACHS President



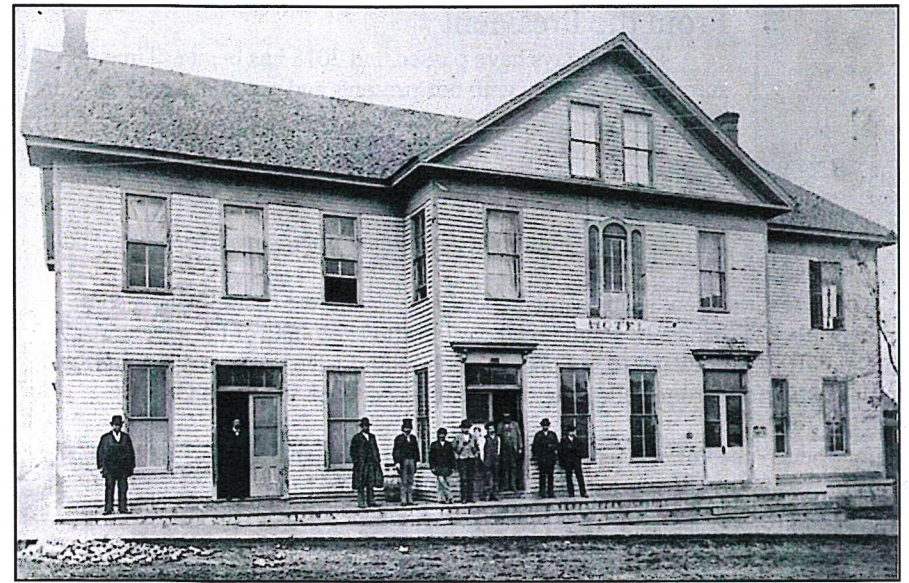
From the Director

Wise people say the first year on the job, you watch; the second you plant seeds; the third you implement change. I’m happy to announce the Board of Directors will embark on a journey of strategic planning for ACHS in February. This retreat will provide an opportunity for tradition and dreams to meet and meld to create an encouraging plan for the next five and 10 years.

I’m excited to take the lessons learned from experiments in programming, fundraising, and exhibits last year and apply the best parts of each moving forward. Our staff has analyzed our collective strengths and challenges, adapting tasks to better fit personalities and natural skills. We have identified voids and will take this opportunity to creatively fill them so that ACHS continues to serve as a leader in the world of local history.

Thank you for being a part of this journey. We will certainly keep you informed during this process!

Rebecca Ebnet-Mavencamp, Executive Director



PRIVATE JAMES GROAT

James W. Groat was the great-grandson of John Groat, who immigrated to the United States from Germany in the 1700s, eventually settling in upstate New York. The Groat family remained in that general area, with each generation moving a little further away. James was born in 1824, and four years later his parents moved the family to Oneida Lake in Oswego County. Married and with children of his own by the age of 30, James took his family west, first heading for North Prairie, Wisconsin. He didn't find the land suitable, so the family pressed on to St. Paul in the mid 1850s, where his wife Rebecca waited with their children while Groat headed north. He reached Anoka in October, and found "the place suited me better than any section of the country I had struck in the west." Rebecca and the children arrived there on October 17, 1854, and with a few temporary exceptions, Anoka became home.

Groat became immediately involved in Anoka society. A carpenter by trade, he began building the first hotel (seen above) in Anoka, owned by Silas Farnham. Shortly thereafter, Groat and a few other men formed a company to run a ferry between Anoka and Champlin across the Mississippi, since the service didn't exist prior to that time. Groat even built the ferry boat itself for this venture.

Groat tried farming in a few different places around Anoka before finally building a house in Slaughter and Creighton's Addition in 1857. The family lived happily together for several years, but the 1860 election of Abraham Lincoln increased tensions between the North and the South. Groat didn't seem surprised by the outbreak of hostilities in April, 1861, signing up as one of the first volunteers from Anoka. As a Union soldier, Groat began three years of journeying which took him far from home. He was one of many; out of the 320 adult men in Anoka County who were eligible to serve in the Army, 97 percent, or 309 individuals, did so.

The journey began on foot, with the volunteers marching to Fort Snelling and

joining Company C of the First Minnesota. This Regiment mustered for duty on April 28, 1861 and has the distinction of being the first troops raised by Minnesota for Civil War service. Not only that, they were one of the first regiments anywhere in the Union to enter national service, appearing in Washington D.C. by July 4th, 1861.

Initially given orders to relieve another regiment at Fort Ripley near Little Falls, the men walked as far as Sauk Rapids before a messenger arrived to order them back to Fort Snelling: they were being sent to Washington and the front. That journey was accomplished in large part by boat and train, aside from a brief march through the city of Baltimore, Maryland, which was not friendly to the Union. While a previous regiment had met with violence, the First Minnesota received respectful treatment; Groat reports that "The only hostile demonstration that we encountered was that of a lady leaning over the balcony above us on one of the streets with a miniature rebel flag projecting from her bosom."

While serving with the First Minnesota, Groat accumulated many interesting stories. The fact that he was not allowed to assist fellow Union soldiers at the Battle of Balls Bluff made Groat angry (he refers to the battle as a "slaughter" and considered General Stone to be a "rank traitor"), though he continued to hold a picket line along the north bank of the Potomac River throughout the winter of 1861-1862. Another group of Union soldiers, the 82nd New York, suffered many casualties from Confederate soldiers across the river due to their "buck and ball" muskets. These weapons could not shoot across the river, so the Confederates could stand openly on the bank and pick off the Union soldiers. The regiment's commander, General Gorman, sent in several of the First Minnesota (who all carried newer, Springfield rifles) at night.

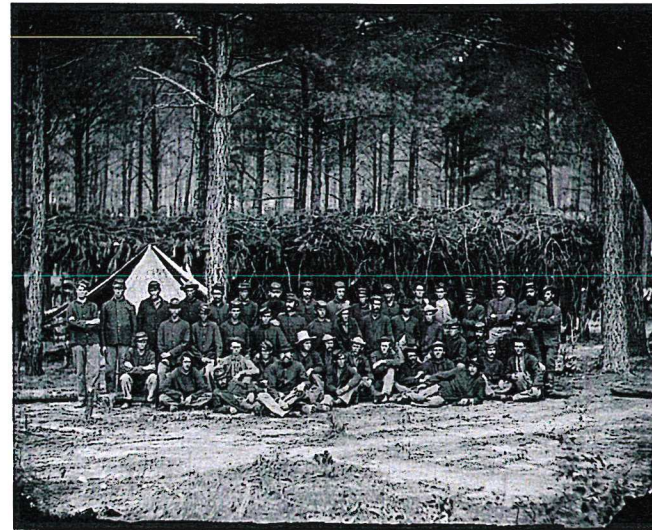
"The rebels next morning at break of day lined the bank of the river, looking for heads of the boys in the rifle pits and at a given signal the Minnesota boys pulled triggers, down went some eight or ten of the enemy," recalled Groat. "Some tall running followed and in a few moments not a rebel could be seen on the opposite bank of the river."

Groat said the following day the Confederates came under a flag of truce and "begged of us to cease picket firing, for they considered it a barbarous practice...." This struck Groat as rather hypocritical, but the two sides reached an agreement to end the sniping for the rest of the winter.

The following spring, in March of 1862, the First Minnesota seized the town of Berryville from Confederate cavalry. They found that the "proprietor of a disloyal sheet decamped, leaving his paper half printed with glorious Confederate victories. The printers of our regiment worked all night setting up type and printing the other half with glorious Union victories, and it was issued to the Brigade in the morning."

On April 12, Groat woke up under his





“little dog tent...with my feet sticking out in the mud and frozen fast.” He freed his feet, at which point he discovered his shoes also frozen to his socks! Fortunately, he warmed his feet and didn’t suffer any permanent damage. He also met his brother, George Groat, on May 25 “while both looking for a chance to bathe in clear water, as most of the water along the [Chickahominy] river was too slimy and dirty

for even a moccasin snake.” Unfortunately, this marked the last time James and his brother would meet: George was killed at the Battle of Malvern Hill not long thereafter.

Groat stayed with the First Minnesota through the Battle of Antietam in September, 1862. In October, he transferred to Company A of the U.S. Engineers due to a disagreement with his captain. Although he missed his friends in the First, he wrote that “I have never regretted the change for I felt more at home in that army of the service.” During this part of the year, Groat also mentions a man coming down from Minnesota to bring ballots to all of the Minnesota men who were in service so they could vote in the election that year.

“After receiving my vote Mr. Genks handed me a nice package from my wife, which I prized much,” wrote Groat.

Company A (seen above) moved frequently, constructing infrastructure needed to keep the Union Army mobile, despite weather conditions such as those of January, 1863. Groat said they marched through “one of the worst rain storms...that I ever saw, it seemed to come down in sheets and no cessation for forty eight hours. The whole country became one vast sea of mud and water...” He describes “wagons settled down in the mire up to the axles” and “mules in the mire so deep that nothing but ears could be seen. The poor creatures were cut out of the team and left to die.”

Of the three field visits made by President Lincoln, Groat recalls the happiest as occurring on April 8, 1863, when “the whole arm[y] of the Potomac fell in line for the grand review.”

“The line was over four miles long, two, and some of the way, four ranks deep,” Groat described. “That vast line of blue, with bright bayonets fixed, was grand to behold, and as President Lincoln passed down our front a lusty cheer when up from a hundred thousand loyal throats.”

Not long after this review, Groat found himself once again back on the front lines near Fredericksburg for the Battle of Chancellorsville; his battalion had put up a bridge, but soon the Army of the Potomac was pulling out of the area to the northern shore of the river. Groat, waiting on the south shore to cut the ropes of the bridge, had a close

encounter with a Confederate soldier.

“...a tall confederate soldier came within a few feet of me and brought his musket down to 'order arms,'" recalled Groat. “After looking at each other a moment, the order came, 'cut the ropes', I was not many moments severing every cord, and the current soon carried the bridge and myself to the other shore [many of these were floating bridges]. I breathed easier then. Why the rebel did not shoot me, or take me prisoner, is more than I can tell.”

Groat's battalion stayed on the move and were involved in many battles over the following months. In late November of 1863, they were ordered “to march to Ely's Ford and throw a pontoon bridge.”

“We reached Ely's Ford at dawn the next day...,” said Groat. “We took no rations with us, supposing our supply train would follow us, but no supplies came. The enemy [was] hovering around and our quartermaster dare not venture to bring us food. There we lie three days and four nights without anything to eat.”

By December 1, they marched back to their previous camp at Germania Ford to get food, but Groat said “I never fully realized before the terrible gnawing of hunger.”

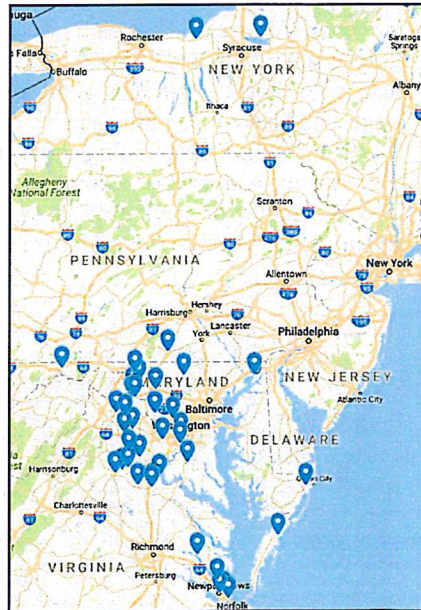
As 1864 opened, the tide of the war had started to shift and Groat's service approached its end. One of the last jobs he recounts was “fix[ing] up things generally” around General Ulysses S. Grant's new headquarters near Brandy Station in Virginia.

“Among the improvements I made on that tented field was a rough board shanty sixteen by twenty feet, and a table, I think, ten by thirteen feet,” recalled Groat. “This table was built in the shanty for the purpose of receiving a map of the same size to be shaded by an Italian Artist. This map embraced all the territory south of the Potomac and Ohio rivers to the coast line, and was designed to aid Grant in his great and last campaign.”

Groat had a quiet last two months in the service. He mustered out with an honorable discharge and a good recommendation from his commander on April 28, 1864, though he turned down an offer of a commission should he stay. On hearing “Revilee” sounding on that last morning, he says, “It was sweet music to me as I knew it to be my last one in the service.”

“The eighteen months that I served with the U.S. Engineers were full of adventure and danger which just suited me,” said Groat. “I was slightly wounded three times, and suffered sickness nigh unto death many times, was in seventeen pitched battles and many skirmishes, but have never regretted my service to my country.”

Groat recounted spending at least one night at 81 different locations over the course of his service, in addition to each individual battlefield. We are fortunate to have Groat's memoir, written in 1889 based on diaries he kept for 30 years. Groat passed away in 1895, just a few weeks shy of his 71st birthday. He was survived by his wife, three of his sons, and grandchildren.



Desert Storm Collector's Cards

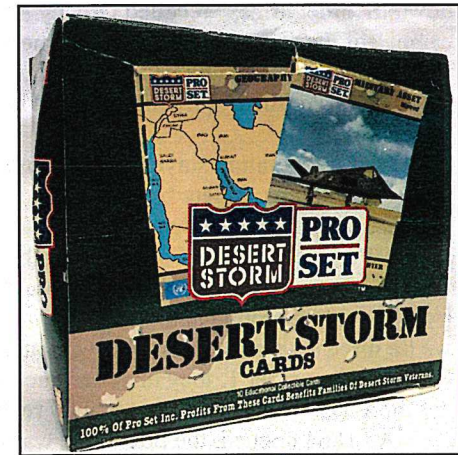
Although the Gulf War did not have the same impact on home front life as WWII in terms of rationing or sacrifices asked of the general population, it was nevertheless a conflict much in the public eye and mind.

Stacy Wendel, Coon Rapids, was all too aware of the reason for her Marine Corps father's absence. When several trading card companies began to put out sets of cards relating directly to the Gulf War in 1990, Stacy started collecting them. Of her cards that made it to ACHS, three different sets are represented. In total during that period, 10 different manufacturers each produced a set of Desert Storm trading cards.

The largest part of Stacy's collection was the set of Desert Storm Cards by Pro Set. 250 cards in total, they came in their own box decorated with the flags of the countries involved in the conflict. The cards themselves have tan camouflage backgrounds, with images and brief titles on the front, and short descriptions on the back providing more information about the subject of that card (for example, "Military Police"). The subjects ranged from Geography, Leaders, Intelligence Files, Governments, and Military Assets. This was the largest single set of Desert Storm cards produced by any manufacturer.

Also represented in Stacy's collection are a few cards produced by Spectra Star in 1991. Although intended to eventually be a full set of 300 cards, only the first 60 or so were ever produced. These cards were divided into five categories: Troops, Armor, Weapons, Aircraft, and Ships. The cards (see example below) have black and white backs with short descriptions of the subject; the fronts are primarily taken up with images, and have red, white, and blue borders.

The Desert Storm trading cards were popular in 1990 and 1991; manufacturers and retailers alike had trouble keeping them stocked. Unlike the baseball cards which were the main product of many of these card companies, the Gulf War had a broader audience and therefore (temporarily) broader sales. Stacy was one of many who wanted the information that the cards provided.



.....

For anyone who is interested in these cards and other similar sets, this website seemed to be a good source of both information and sets of the cards themselves:
www.desertstormcards.com

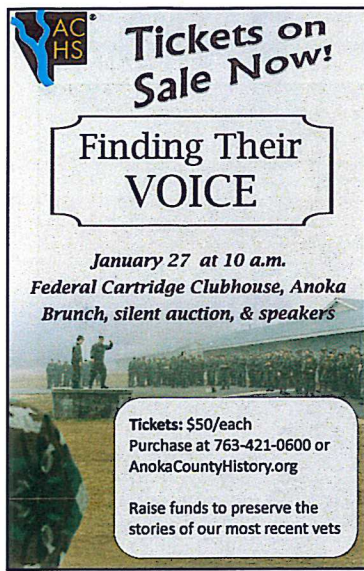
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Finding Their VOICE

January 27 at 10 a.m.
 Federal Cartridge Clubhouse, Anoka
 Brunch, silent auction, & speakers

Tickets: \$50/each
 Purchase at 763-421-0600 or
 AnokaCountyHistory.org

Raise funds to preserve the
 stories of our most recent vets



A SPECIAL PROJECT KICK-OFF

Please join us on January 27th at 10 a.m. at the Federal Cartridge clubhouse building in Anoka to kick-off a preservation project of our most recent veterans.

The fundraising brunch will feature Major General Jon Trost, who served 41 years with the National Guard before retiring. He will speak of his experiences in the military, as well as the importance of preserving this newest group of veterans in the historic record.

Trost received several awards during his career including the Army Distinguished Service Medal, Legion of Merit, Meritorious Service Medal with three oak leaf clusters, Army Commendation Medal

with one oak leaf cluster and Army Achievement Medal with one oak leaf cluster.

Funds raised at this event will support the History Center as they embark on this project to collect oral histories from local veterans who have served during the Gulf War, Iraq, Afghanistan, Kosovo, and Bosnia. From the oral histories, the Anoka County Historical Society will build an exhibit in the museum as well as an online exhibit to showcase the stories collected. The Historical Society hopes to also collect artifacts, memorabilia, and photographs from families with service people during this time. These donations will also have a place in the exhibit hall and be digitally preserved as part of an online gallery.

Federal Cartridge has donated camping and hunting equipment for the silent auction, as well as use of the clubhouse. A brunch menu is planned for guests to enjoy as well as social time and a parade of uniforms through American history. The Anoka

Legion Post will present the colors and special recognition Awards will be given.

Tickets are limited, so advanced reservations are required. Visit the History Center in person, by phone, or on the web to purchase yours for \$50 today. Sponsorships are still available for businesses and individuals to support the History Center beginning at \$250.





FRED PRICE CONVICTED (AGAIN) IN MURDER OF MARY FRIDLEY PRICE!

A hush fell over the jury gathered in the room as the Judge's gavel fell with a heavy thud onto the bench. *This court is now called to order!* In this particular court at the History Center, on this particular night of December 14, an unsuspecting jury hunched over plates of chicken and green beans while witnesses ran lines in their heads.

"It was a delight and a privilege to be able to entertain people while bringing an historical court case to life while supporting the mission of the Historical Society," said cast member Andi Sherek.

The murder case was that of Mary Fridley Price, who died from a head wound during a fall. The historical event occurred in 1914, on an evening after Mary had enjoyed the theater with her husband, Fred Price. After the accident, he would claim she dashed after her dog, Chum, and plummeted down a ravine near the Town and Country Club along the Mississippi River. His best friend, Charles Etchison would back up his story for a year, before coming forward as the only witness to a very different tale.

As Judge Fish (Tony Palumbo) called witnesses to the stand, the Bailiff (Buzz Netkow) swore them in. The Prosecution (Terri Melcher) and Defense (John Huberty) proceeded to craft the story of the fateful night from each of the narratives. The doctor (Sherek) testified that Fred (Nick Severson) insisted on riding in the ambulance to the hospital after the fall, but also pointed out Fred found comfort from his grief that night with his mistress, Carrie (Christina Loechler).

The Private Investigator (Sherek) hired by Mary's father, David Price (Fridley Mayor Scott Lund) and Park Board Commissioner (Wally Wysopal) admitted the cliff in question was steep and quite dangerous. They added that the distance covered by



Mary's body couldn't have occurred without a good deal of propulsion. Help, it seems, that could have come from Fred.

Fred's second wife, Grace Swartz (Robyn Thanghe) said she often feared for her life and filed for divorce as a result. The defense, however, noted that no formal charges had ever been filed.

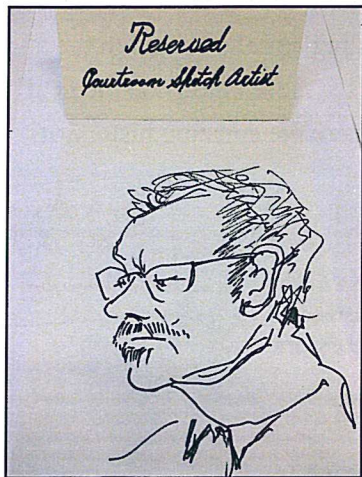
Much of the case hinged on the eye-witness testimony of Fred's best friend, Charles Etchison (Steve Florman). Charles claimed he witnessed Fred planning the murder, as well as hearing the "thud" of a rock hitting the side of Mary's skull.

The defense used this change of story to paint Charles as a liar. Was this not grounded in a deal to reduce his own role as an accomplice and broker a deal with law enforcement?

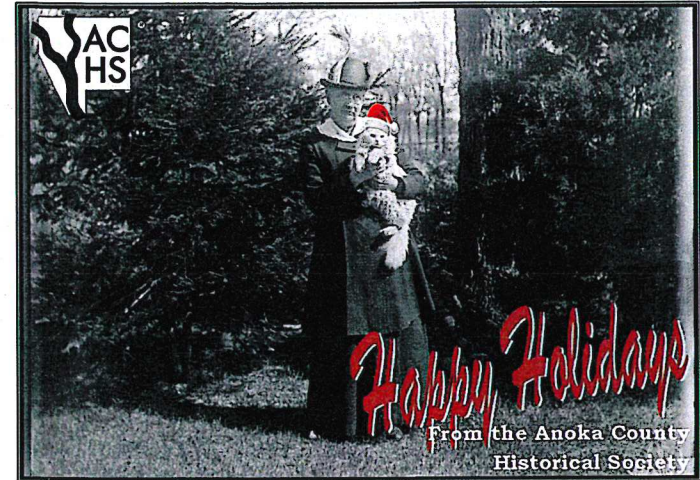
The flamboyantly dressed Carrie testified to Fred's many gifts and kindness. She showed little shame in her role as mistress, expressing her love for the man who had, during the ensuing year, since become her husband. However, when the prosecuting attorney (Melcher) asked how she lived with the knowledge of Fred's two prior marriages, Carrie's adoration turned to surprise and distaste at the news. Her shock grew when it became known that his first divorce was never actually finalized.

Fred tried to reinforce the idea that the whole incident was an accident. He didn't need her father's money, nor the lifestyle they lived, just her gentle self, he insisted. The antics of her ghost (Sara Given) however, showed the jury HER version of the story. The jury especially enjoyed how she kept her dog, Chum, from attacking him.

Historically, Fred Price received a first degree murder conviction and spent the remainder of his life in prison. His friend, Charles, had the murder charges dropped and was never tried for his part of the crime.



Top: Fridley Mayor Scott Lund and City Manager Wally Wysopal pose prior to the show. Middle: A scornful ghost of Mary Fridley Price (Sara Given) listens to the testimony of mistress Carrie Olson (Christina Loechler). Bottom: Court sketch artist Catherine Vesley recorded the event throughout the night, selling her work to attendees for a donation.



Volunteers—our gift throughout the year!

This Holiday season, as people made the mad dash into stores to do last minute shopping, obsessively checked the tracking status on online orders, or sat smug in the knowledge that all their gift purchases were done, we at ACHS celebrated a different gift: YOU. Yes, it's corny, and I can feel you rolling your eyes at me, but that doesn't diminish its truth.

Our volunteers don't save their gifts for one day a year, they give so much of themselves throughout the year.

We rely on our volunteers for help greeting visitors, answering phones, organizing collection items, doing research and writing for the local papers, and also for mundane things like doing dishes, trolling months on end in the newspaper looking for a hidden gem, or mailings (see more on this on the next page). The bottom line is: our volunteers help us share the amazing history of our County, and bring smiles to our faces. You are the best!

Sara Given
Volunteer Coordinator
Sara@AnokaCountyHistory.org





SUPER HERO VOLUNTEER DAY!

At the end of November I sent out the Volunteer Bat Signal for help folding, stuffing and mailing our Annual Appeal letter. From an economic standpoint this letter is essential for balancing our budget, but also for letting people know about our project plans for the new year and how they can help.

We took over the Philolectian room and set up different stations around the room in our own ode to Henry Ford's production line—but with paper instead of car parts. We chatted, laughed, listened to music all while hands busily folded letters, stuffed envelopes, sealed envelopes or placed labels.

It was a collective effort and made me so grateful for the amazing human beings we have as volunteers. The morning crew tested the system and got a steady rhythm going. People joined and left throughout the day. Almost like it was choreographed, as the morning crew started flagging, and needed to head home

another batch of volunteers started walking in the door on their way home from work to take us over the finish line.

I can't say how much we appreciated all of your hard work that day, and how grateful we are to call you our friends and volunteers. THANK YOU to Linda, Marlys, Jill, Yvonne, Glenda, Joe, Dennie, Sandy, Shelly, Steve, Liz, Deb, Gloria, Lisa, Jessie, Grant, Al, and Betty.



Keep up with the Fun at ACHS!

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



Anoka County
Historical Society



AnokaCoHistory



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New Members

Anoka Dental
 Eileen Flint

ACHS Sustaining Members

Northeast Bank
 Terry Overacker Plumbing

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

Tuesday 10 a.m.—8 p.m.

Wednesday-Friday 10 a.m.—5 p.m.

Saturday 10 a.m.—4 p.m.

ACHS Board Meetings

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

Living Legacy: Memories that Stick to your Ribs*January 20, 2 p.m. at Northtown Library*

Dusting off the old family cookbook and recipe cards has never been more fun! Join us to discover more about how you can use family recipes to honor traditions, tell stories, and still reflect on your modern situation. Come add to the living legacy that is both your past and your future.

January Fundraising Brunch: Finding Their Voice*January 27, 10 a.m. at the Federal Cartridge Clubhouse, Anoka*

Tickets \$50. See page 11 for more details

A County Full of Growing Things*March 17, 2 p.m. at Rum River Library*

Anoka County may not look like it now, but before the 1950s, this area had a strong agricultural economy. Join us as we explore these ideas, the Colombia Heights Garden Club, and the efforts of Marie DeGraff in this program.

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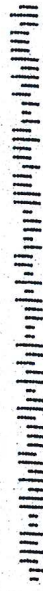
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1301 - 81st Avenue NE
Spring Lake Park, MN 55432

5543232186 C033



LOCAL GOVERNMENT OFFICIALS

JANUARY 31, 2018

**Coon Rapids Civic Center
11155 Robinson Dr. NW
Coon Rapids, MN 55433**

Agenda

6:00 p.m. Dinner

6:15 p.m. Meeting

1. Welcome/Introductions
2. Anoka County Economic Development Initiative
3. Small Cell Providers
4. Metro Governance Transparency Initiative
5. Legislative Issues

LOCAL GOVERNMENT OFFICIALS

Anoka County • Andover • Anoka • Bethel • Blaine • Centerville • Circle Pines • Columbia Heights

Lexington • Lino Lakes • Linwood • Nowthen • Oak Grove • Ramsey • St. Francis • Spring Lake Park

Menu

Wells Catering

\$11.25 per person

Chicken Dinner

RSVP needed by January 24, 2018

Tina Pedersen – 763-324-4607

Tina.Pedersen@co.anoka.mn.us

Please make checks payable to Anoka County

Columbus • Coon Rapids • East Bethel • Fridley • Ham Lake • Hilltop



the connection
january • 2018

VOLUME 25 ISSUE 1





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FROM THE DIVISION MANAGER:

January in Minnesota is not for the faint of heart and neither is working in one of our five License Centers.

Many of our readers are well aware of the difficulties the new Minnesota Licensing and Registration System (MNLARS) has caused our citizens and staff. Like the cold and icy Minnesota landscape, this transition has been anything but smooth.

Even though the conditions can be harsh, there is always something alluring about the sparkle in the snow or the icicles hanging from a tree. That's how I think about our License Bureau staff. It doesn't matter how challenging things seem at times, they are the shining lights that have helped the citizens of Anoka County through some of the most difficult months in License Bureau history.

Seemingly simple tasks, like getting your vehicle registration updated or your title transferred, have become frustrating and complex, yet our staff continue to show compassion, empathy and kindness to every customer as they navigate through the "detours and construction zones" of this program called MNLARS.

Their empathy and kindness doesn't end there. Even with all the difficulties they are experiencing, they continue to give. Beginning October 23, the License and Passport Centers, as well as the Recycling & Resource Solutions Department, conducted a food drive and collected a total of 329 pounds of food and \$610.05 in cash donations for the ACBC Food Shelf.

That was immediately followed by a toy drive, where a total of 165 toys and \$705.50 in cash donations were collected and donated to Toys for Joy. Many of the staff also reached out individually by adopting a senior citizen through Granny's Closet.

Much like a cup of hot chocolate on a cold winter day, thinking about the kindness and generosity displayed by our License Bureau staff warms the heart.

It's time to put on my jacket and boots and go for a hike. Until next time, I'll see you the trail.

John VonDeLinde

COUNTY FUNDING HELPS MUNICIPAL RECYCLING

The Anoka County Board recently approved the 2018 municipal funding allocations for residential recycling programs. The County provides funding from the following programs: Select Committee on Recycling and Environment (SCORE) funds, Local Recycling Development Grant (LRDG) funds received from the state, and the county Solid Waste Management charge to the 21 municipalities within Anoka County.

Each municipality receives \$10,000 in base funding plus \$5 per household. They can request additional money for enhancements in specific categories, such as drop-off events, recycling center operations, park and event recycling, organics collection, multi-family recycling and promotion. These categories were added in 2013 to increase flexibility in the funding system and incentivize efforts which go above and beyond basic program requirements.

The County sets recycling tonnage goals for each municipality to help reach the 75% recycling rate by 2030 as established in the state policy plan, the Anoka County Solid Waste Master Plan, and state law. The Recycling & Resource Solutions Department meets monthly with local recycling coordinators and haulers to strategize on ways to improve municipal recycling programs.



New loading pad at the East Bethel Recycling Center for loading recyclables to be shipped to market. Improvements were made possible with LRDG funding.

NEW LANDSCAPE PLANNER



Anoka County recently hired a new landscape planner. Jacob (Jake) Thompson started on December 11, 2017, and joins the park planner and landscape architect in the Park Planning Unit. Jacob came from Abrahamson Nurseries, where he managed projects, including estimating, working with clients, designing residential and commercial landscapes and managing installation. He graduated from the University of Kentucky with a Bachelor's in Landscape Architecture and is working on obtaining his Landscape Architect licensure. Jake is currently learning all about the park and trail system and will be working on a few wayfinding projects to start.

PREPARING FOR THE SKI SEASON



Each fall before frost sets in, many hours are invested in preparing ski trail corridors, facilities, and equipment for the ski season.

Each trail is assessed for needs in tree work, mowing, signage, grading and other concerns. Parkkeepers remove hazardous trees that pose a risk to skiers or equipment and prune low and damaged limbs. A flail mower establishes the trail width and alignment before each trail receives a fine mowing with a rotary turf mower. Seasonal trailhead and directional signs are placed to define the trails and banners directing skiers to facilities. Washouts, ruts and bottlenecks in corridors are corrected and sometimes alignments are shifted to improve the skiing experience. Culvert and gate repair and improvements are examples of other work needing to be done.

Trail groomers, trailers and vehicles are gone over thoroughly by parks operators and fleet services technicians to ensure everything is in proper order. Once snow arrives, operators roll trails to compress snow and hold it in place to begin the base-building process. Depending on the moisture content of the snow, it can take eight to twelve inches to build an adequate base to groom quality tracked trails. Parkkeepers did an outstanding job of preparing the trails for the 2017-2018 ski season. Now we just need nature to cooperate.

OAK WILT MANAGEMENT

Each year the natural resource crew addresses the oak wilt problem with a three step process. In August, the crew conducts a ground survey to identify, inventory and mark oak wilt sites in the parks. Starting in October the crew visits the sites with the vibratory plow (V-plow) in order to cut the root grafts between healthy and diseased trees. This inhibits the main mode of disease spread once oak wilt has entered an area. The third step begins in early December when the natural resource crew enlists the help of several Parkkeepers to assist with the removal and sanitation of diseased trees. This year, the logging crew will be in the field throughout winter until the end of March to remove not only diseased trees, but also hazard trees, trees at hole #3 at Chomonix that hinder play, and trees that are currently blocking drainage ditches that move water away from the Rice Creek Campground. Wood generated by these activities is made into firewood for sale at the campgrounds and for the public firewood sale if there is a surplus.



WINTER EQUIPMENT RENTAL

The Parks and Recreation Department anxiously await for additional snow to begin cross country ski and snowshoe rental operations. Once conditions allow for trails to be groomed, Bunker Hills Regional Park, Coon Rapids Dam Regional Park, Chomonix Golf Course and Rum River Central Regional Park will host ski trails. Equipment rental will be available on weekends at the Bunker Hills Campground Visitor Center, Coon Rapids Dam Visitor Center and Chomonix Clubhouse. Skiers will need to have a valid MN DNR cross country ski pass to be on any of Anoka County's ski trails. For any skier without an annual pass, daily passes are available for purchase at all three rental locations. Once open, ski trail conditions will be updated regularly on the County Park website and social media accounts.



LUNCH WITH A NATURALIST

Looking for some good lunchtime education and entertainment? Bring your lunch to Wargo Nature Center's monthly lunch with a naturalist series. Designed for adults, this event includes free presentations on local natural history and often, a leisurely stroll along the trails. The lunch with a naturalist program has taken off since its beginning, with more than 30 people attending the latest presentation in December, which focused on owls. The winter 2018 session is set for January 9 (Winter Recreation History), February 13 (Predator and Prey), March 13 (Maple Syruping) and April (Birding).



ANNUAL SEASON PASS SALE



The 2018 Bunker Beach Water Park Season Pass sale is happening now until February 9. Season passes offer unlimited access to Minnesota's largest outdoor water park and the cardio club program. Historically 8,000 passes have been sold online during the winter sale.

EMPLOYEE PROFILES



Name:
Nicole Hedblum

**Position &
Department:**
Passport Acceptance
Agent

**Length of time in
current role:**
1 year 3 months

After high school, Nicole worked as a CNA (Certified Nursing Assistant) for about 5 years. She started her family and was a stay-at-home mom for the next 8 years. Shortly thereafter, Nicole decided to go back to school and attended the Minnesota School of Business. She graduated with her Associate Degree in Business Administration. Currently she is attending Metropolitan State University, working on a Bachelor's Degree in Cultural Diversity and Communications in Human Services.

Nicole enjoys spending time with her family, especially her grandson, going on family vacations, camping, hiking or driving across the country to enjoy the scenery. She also enjoys reading, crafting and making her own beauty products.

Fun Fact:
"I enjoy riding motorcycles, hunting, and fishing."



Name:
Diane Breitbach

**Position &
Department:**
License Center
Specialist, Blaine
License Center

**Length of time in
current role:**
20 years

Diane graduated from Spring Lake Park High School in 1980. Before coming to Anoka County, she worked at a men's hair replacement office for 15 years. She then got a job as an accounting clerk in the Ham Lake License Center before becoming a license center specialist in our Blaine location.

In her spare time, Diane likes to read, go to concerts, walk and travel.

Fun Fact:
"I am a certified Star Wars nerd!"

Mediation Services
for Anoka County

Creating Peaceful Solutions

December 18, 2017

Dan Buchholtz
City of Spring Lake Park
1301 81st Ave. NE
Spring Lake Park, MN 55432

Dear Dan Buchholtz,

Thank you very much for your continued support of our conflict resolution services which are available for your residents. For 30 years our affordable services have helped communities avoid the use of more expensive public safety and legal resources. This has the double benefit of improving the quality of life while saving valuable public dollars.

Enclosed is the 2018 invoice for conflict resolution services provided by *Mediation Services for Anoka County*. Your support of our nonprofit organization is critical to our being able to continue serving your residents.

Thank you again for our partnership. Working together in tough economic times, we have responded to city staff or police requests for assistance. We are able to intervene in the dispute by providing education and mediation services to help parties resolve their conflict while lessening the demand on your staff and public safety resources.

Please let me know if there is anything else we can do for your community.

Sincerely,



Carol Markham-Cousins
Executive Director

Mediation Services for Anoka County

3200 Main Street Northwest
Coon Rapids, MN 55448 US
763-422-8878
carol@mediationservice.org
www.mediationservice.org

Invoice**BILL TO**

City of Spring Lake Park
attn: Dan Buchholtz
1301 81st Ave. NE
Spring Lake Park, MN 55432
USA

INVOICE #	DATE	TOTAL DUE	DUE DATE	ENCLOSED
2011-35	12/18/2017	\$711.92	12/18/2017	

DATE	ACTIVITY	QTY	RATE	AMOUNT
01/01/2018	Mediation Services for Anoka County 2018 Mediation Services for City of Spring Lake Park per current population	6,472	0.11	711.92

Subtotal: 711.92

BALANCE DUE

\$711.92

MEDIATION SERVICES

RESOLVING CONFLICTS

Helping people
resolve conflicts
through casework,
mediations, trainings,
outreach and referrals.

2016
ANNUAL
REPORT

What our clients are saying...

Having someone else in the room to mediate, assist, and just listen made all the difference to me and my family.

-Geri

The calm atmosphere made changed how I felt and heard my partner

-Patty

The time went quickly, mediators were professional and caring. It was just what was needed to make the changes for our children.

-Mellisa

The mediators set up our family conversation skillfully, so that in only 2 hours we were able to come to a resolution.

-Greg and Rita

I was so grateful that the mediators let us share our opinions and gave us time.

- Frank

I was afraid at first and within 15 minutes I had no more reservations.

I am so thankful.

-Carl

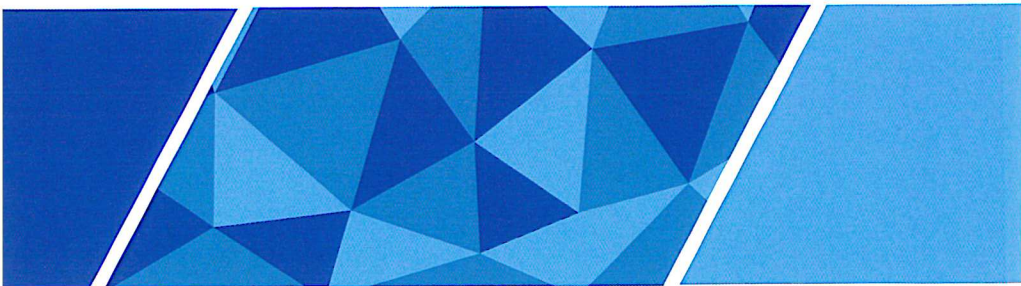
From the first phone call we were given many options and I was put immediately at ease. Our mediation was successful and I felt heard for the first time in years.

-Jeffery

The mediators were fair with both parties. They helped come to conclusions when it came to our child.

-Marvin





Dear Mediation Services colleagues and friends:

As I reflect on the past year, I feel so much gratitude for our hard-working staff, board members, and most of all, our dedicated volunteer mediators, who continue to share their passion and support for our organization year after year.

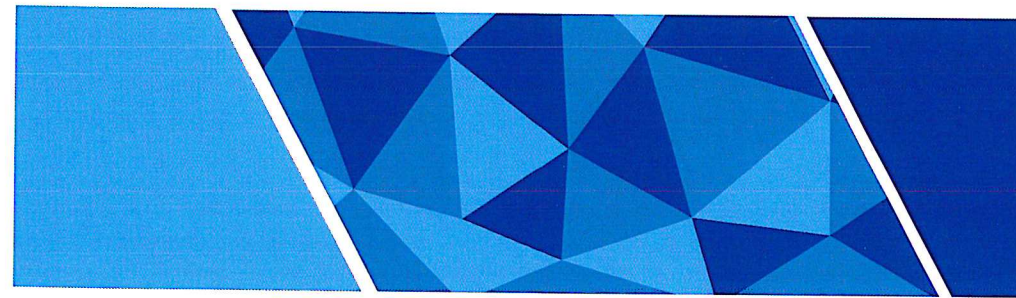
Since I officially started my tenure as board chair in February 2017, I want to thank the immediate past-chair, Mark Anderson, for his tireless work and board leadership as he navigated the organization during a time of transition. On behalf of the Board, I also wish to express sincere appreciation for the many years of tremendous work and dedication of our past director, Dave Bartholomay, and to share our excitement in welcoming our new Executive Director, Carol Markham-Cousins, who hit the ground running this year with her positive energy, creativity and drive for the organization.

Mediation Services experienced another very successful year in 2016. In total, our facilitative mediations served 1467 individuals. Our mediators continue to offer services in conciliation court in Anoka County and neighboring counties. Of the total facilitative mediations, 749 people were assisted in 288 sessions during conciliation court. We also saw a significant increase in victim offender dialogues and Peaceful Alternatives Class (PAC) referrals, and experienced an increase in prevention services by offering trainings to help people better deal with their own conflicts.

In 2016, Mediation Services served 397 people through community education trainings. Our outreach efforts this past year included many community events, and the launching of a new Guide to Dealing with Conflict, which was distributed to our community partners for display at customer service counters around the county. Mediation Services continues its important work with the Pines Day School in Centennial Area School District, by providing consulting and training services to help the school offer restorative practices. Starting in 2017, our staff is also assisting with community building circles between students and staff, to improve truancy, academic, and behavior rates and create a positive school climate.

For the past 29 years, Mediation Services has provided low-cost or no-cost alternative dispute resolution services to schools, neighbors, struggling families, and communities across Anoka County. While our organization values the stability of its existing services, we also look forward to 2017 as an opportunity for growth and expansion, to meet the needs of all community members who are dealing with conflict. Thank you so much for your continued support.

Christine Carney
Board Chair



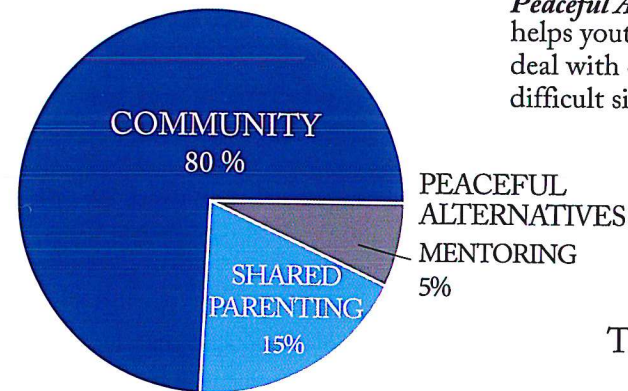
SERVICES OFFERED

Shared Parenting Mediation helps resolve co-parenting issues *after divorce* (we also serve never married parents).

Community Mediation helps neighbors, landlords & tenants, victim-offender dialogues, schools, conciliation court, bullying, senior issues, employers & employees, consumers, businesses, etc.

Peaceful Alternatives Mentoring (PAC) helps youth learn about other ways to deal with conflict and how to handle difficult situations better.

Types of Mediations Held



The average PAC youth is 15 years old.

A Success Story

We received a referral from the county that involved boys who have been fighting to the point of such aggression that the parents called the school and demanded that the school involve the School Resource Officer. Fortunately, the diversion experts at Anoka County referred the boys to Mediation Service for Anoka County. *The positive outcome of this situation changes a community. Student quote: "I learned we are more alike than different!"*

Students created their own solutions to repair harm
Criminal charges were diverted

- *New understanding of how Restorative Practice works at the school with both staff and students.*

2016 Statement of Financial Position Revenue & Support

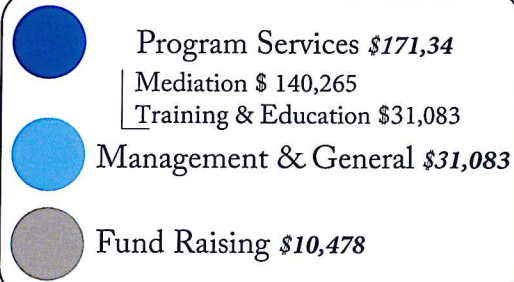
Grants & Contracts: \$173,682
Contributions & Fundraising: \$44,285
Program Fees: \$5,390
Interest Income: \$12

REVENUE

Total: \$223,370

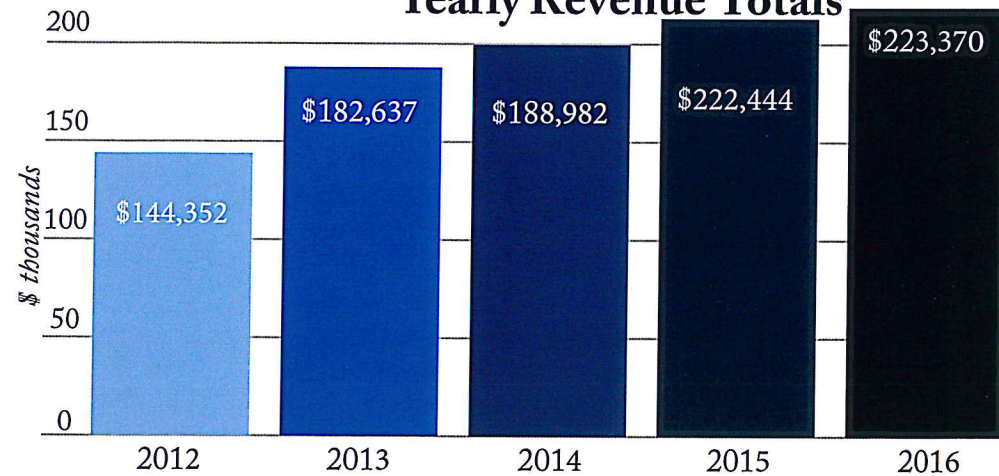
Total Liabilities:
\$1,562 Total Assets:
\$59,954

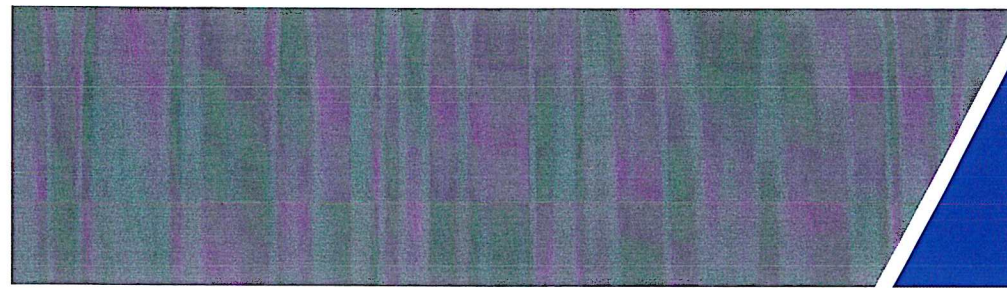
69% of our
Shared Parenting clients
have used the low income
sliding fee scale.



EXPENSES Total: \$213,406

Yearly Revenue Totals





Thank You to our Supporters!

Community Groups

Coon Rapids Rotary

John P. and Eleanor R. Yackel Foundation Anoka

County Bar Association

State Partners

Bureau of Mediation Services

Minnesota Supreme Court

Minnesota Office of Justice Programs

County Partners

Anoka County

Anoka County Attorney's Office

Municipal Partners

Andover, Anoka, Bethel, Blaine, Centerville, Circle

Pines, Columbia Heights, Coon Rapids, East

Bethel, Fridley, Hilltop, Lexington,

Ramsey, Saint Francis

2016 Individual Donors

We appreciate the support we
received from many individuals
who donated from \$10 to
over \$1,000 in 2015 that helped
our nonprofit resolve conflicts
and create more peaceful communities!



Our Mission

Enhance relationships among community residents
by providing voluntary mediation services.

Promote and educate the community served in
alternative dispute resolution techniques which
encourage peace and harmony in the community.

Supplement the community legal system by providing
an alternative process for dispute resolution.

2016 Board of Directors

Christine Carney, Chair

Bradley Kerschner, Vice-Chair

Rick Sells, Secretary

Darrell Jensen, Treasurer

Morry Akinwale, Director

Cathie Clausen, Director

Mark Anderson, Director

Our 2017 Staff

Carol Markham-Cousins, *Executive Director*

Kelli Halek, *Restorative Justice Specialist*

Lauren Thrift, *Project & Training Specialist*

Please visit www.mediationservice.org for more information



MEDIATION SERVICES

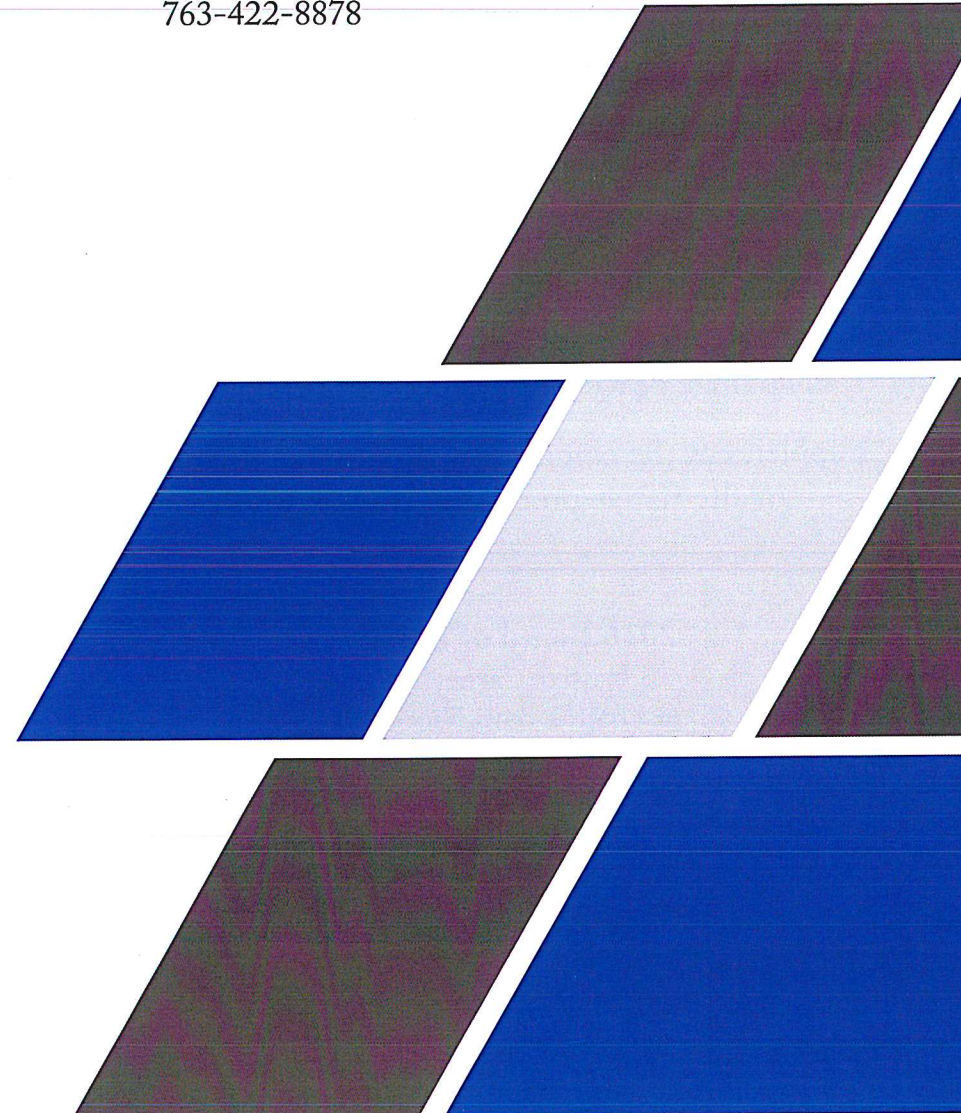
3200 Main Street NW, Suite 210

Coon Rapids, MN 55448

www.mediationservice.org

info@mediationservice.org

763-422-8878



Mediation Services for Anoka County is a
community-focused 501(c)(3) nonprofit organization.

We help people resolve conflicts.

*Contributions are very much appreciated and
are tax deductible to the fullest extent allowed by the law.*



Fridley

COMMUNITY CONNECTION

YEAR IN REVIEW

JANUARY 2018
NO. 210

We believe in a Fridley that is a safe, vibrant, friendly and stable home for families and businesses.

6431 University Avenue NE
Fridley, MN 55432
phone: (763) 571-3450
www.FridleyMN.gov
email: info@FridleyMN.gov

Mayor – Scot J. Lund
Councilmember at Large – Robert L. Barnett
Councilmember 1st Ward – James T. Saelke
Councilmember 2nd Ward – Dolores M. Vorichok
Councilmember 3rd Ward – Ann R. Balkcom
City Manager – Wally Wysopal

What's Inside

Friendly:

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[@CityofFridley](https://twitter.com/CityofFridley)

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*****ECRL0T**C 033
City Administrator
City of Spring Lake Park
1301 81st Ave NE
Spring Lake Park MN 55432-2188

Everyday Moments

Laws, rules, policies—these things lay a groundwork for stability, but a community is defined by people. It is the small moments, those few minutes that make a difference and give our city personality.

As we reflect on 2017, we would like to celebrate those everyday actions and partnerships that give our community strength and success.

Care for all creatures, big and small

"And the turtles, of course... all the turtles are free, as turtles and, maybe, all creatures should be."

— Dr. Seuss, *Yertle the Turtle*



Tired of slow and steady, Zoom Zoom got a taste for life in the fast lane during a ride-along with Officer Steiger before being safely returned to his owner.



...and Firefighter Ben Knowles to yet another turtle rescue!



In this storm drain, these ducklings got quite a scare! Officer Faber safely returned them to their worried mom. When was this? Mother's Day, of course.



When lightning struck a townhome, firefighters helped 6 residents and 2 cats to safety. One kitty needed a little oxygen but recovered just fine.

Inspiring Future Leaders



Firefighter Dean Knowles is always on the lookout for future recruits!



Officers Stevens and Magaña teach the power of kindness at Woodcrest.

Officers get in on the action at Safety Comp.



Recreation Supervisor Cleve McCoy and his leadership team gear up for March Madness as they create after-school fun at the Zone.



Recreation Leaders-in-Training volunteers packed 33,048 meals for Feed My Starving Children.



Police Explorer Brian Johnson paused his ride-along to join a game of b-ball. One of many traits he acquired from his sworn-officer mentors.

Personal Connections



Captain Monsrud gets schooled by Fridley's famous "Banana Man" Mot Birr.



Officer Faber learns the best conversations take place around a good cup of coffee.



Officer Wallot lends a hand to help a resident with a flat tire.



Assessor Pot Maghrak jumps into action when a city hall visitor experiences car trouble.

#EverydayMoments
in #Fridley



We all have a story. What's yours?
What recent moment has made you smile?

We invite you to share your Everyday Moments with us. Post your picture and caption on your social media pages or on ours and tag it with #EverydayMoments.

FRIENDLY • DRIVEN • RESPONSIVE



Springbrook Continues to Spring New Growth

Springbrook Nature Center is abuzz with activity. 2017 marks the first full year of operation for the newly expanded interpretive center, with increased visitors, new programs and banquet room rentals.

- Summer camps welcomed over 400 kids who unplugged in nature as they explored prairies, forests and wetlands.
- Community gathering spaces grew in popularity for events and meetings as groups took advantage of incredible nature views, state-of-the-art audio/visual technologies and a caterer's kitchen perfect for hosting celebrations. Fridley residents can even take advantage of a special rental discount for birthday parties, wedding receptions, anniversary dinners, baby showers or life celebrations.

New in 2017

- A new nature-based play area is an amazing addition to the park as thousands of families played and explored with fort building, splashing in the water, building with sand, scrambling across boulders and climbing across ropes. Look for more fun additions to this area coming in spring of 2018.
- With a seating capacity of 150, the outdoor amphitheater provides the perfect setting for education programs, performances and wedding ceremonies. This outdoor stage was home to a new series last fall called "Friday Night by Firelight." Guests enjoyed a naturalist program and campfire s'mores during these free events.

What's Next?

- A new picnic pavilion and outdoor learning space.

Springbrook Nature Center Foundation volunteers are currently working to raise money for this exciting project. The goal of \$300,000 will complete construction of a pavilion featuring restrooms, a concessions area, covered seating for 100 and an enclosed activity room for programs, arts and crafts.

Yesterday and Tomorrow

The driving force behind the many changes that have occurred at Springbrook is a commitment to connect people with nature. Our staff and volunteers believe that time spent in nature exploring trails, discovering wildlife or taking a class is critical to fostering a stewardship ethic, promoting a healthy lifestyle, and maintaining a connection to the natural world. We are proud to help make Fridley a safe, vibrant and friendly place to call home.

DID YOU KNOW?

Recreation Supervisor Cleve McCoy is also a volunteer football coach for Fridley High School. The team participated in the State tournament this year!



Food waste equals about **30%** of your household garbage.
The time is now for Organics Recycling!

Coming Soon... Curbside organics in Fridley! Plans are currently in progress and a program should be available this spring.

Visit FridleyMN.gov/organics for more information on this new program or other ways to recycle organics.

Places to Play

Zeroing in on the Zone... Tweens and teens love this after-school hangout. In 2017, Zone participation climbed to over

9,000!

City staff and the Parks and Recreation Commission also completed the 2017 Park Service Area Study. This detailed document will serve as a guide to development and improvements in all of the city's 38 local parks.



The Many Uses of Community Park...

In April, Community Park was home to a Cricket tournament, sponsored by Medtronic! For those who are not familiar with this 16th century English game, Cricket is a bat-and-ball game played between 2 teams of 11 players each. At the center of the field is a 22-yard-long pitch with a target called the wicket at each end.



The **new basketball court** at Commons Park was already a popular go-to spot this fall! It replaced the old one at Moore Lake Beach which closed in August. Speaking of Moore Lake Park, Public Works and Recreation staff, along with the Parks and Recreation Commission, worked closely with a landscape architect firm (Hoisington Koegler Group) to evaluate future plans for the area. This new master plan will serve as a guide to redevelopment and new uses to this very popular park located on the east shore of Moore Lake.

FRIENDLY • DRIVEN • RESPONSIVE

Partnerships

2017 saw enormous partnerships within the city, with outside organizations and local businesses, and with our citizens. More than ever before, people have stepped forward to work together to meet the needs of the community and make Fridley a friendly, safe, stable and vibrant city.

Volunteers...

Twelve residents currently serve the community as volunteer Reserve Officers. They assist sworn police officers by transporting prisoners and providing traffic control at accident scenes and events. They are issued a uniform, carry a full duty belt (minus the gun), and drive a marked patrol car.



Fridley also has over 30 residents who volunteer their time and expertise to serve as advisors on various commissions. Interested in getting involved? As commission spots open, we post them on the website, or you can contact us at info@fridleymn.gov.

Springbrook Nature Center engages hundreds of volunteers each year. Last January, regular volunteers were honored at an appreciation dinner and a Volunteer of the Year Award was presented to Springbrook Foundation member Annette Mitchell. Groups from Xcel Energy, Medtronic, Cummins Power Generation, Totino-Grace High School, General Mills, Calvin Christian School, the Boy Scouts and area residents provided numerous hours of service at Springbrook Nature Center and Innsbruck Park.

Youth Projects: Local resident and Eagle Scout Joey Hatten constructed and installed 10 bat houses in Fridley parks in an effort to increase the bat population which in turn will lower the mosquito population. Sam, a local middle school student, donated a ton of toy cars to Fridley Police to be given to comfort kids in times of scary events like a car accident or medical emergency.

Businesses...

- Owner Craig Andresen of Natural Resource Restoration Company arranged ongoing volunteer and restoration work at Sand Dunes Park, including a prairie burn, non-native tree species removal, and buckthorn eradication.
- Twenty local businesses stepped up to support the Senior Program as sponsors in 2017, the largest number since the program began.
- Fridley staff conducted 25 business retention and expansion visits, and coordinated a successful job fair. The HRA also continues redevelopment efforts including 4 major long-term projects: Northern Stacks (now home to 1,100 employees); Cielo (202 of 256 units completed, 2nd building already 36% full and 3rd building will begin this spring); negotiations for future residential development at the Train Station (east side); and the new civic campus.



Outreach...

Fridley Police Department partners with many organizations to provide resources, assistance and services to those who need a little extra help. One of their newest partnerships is with Bridgeview, a drop-in center for adults living with mental illness. Fridley Officers, along with the Cops N Clergy program, provide and serve a monthly meal to residents.

This year, Police found a solution for the 70 to 100 lost, unclaimed or stolen bikes that come into their possession each year. A partnership with a local non-profit called "Bikes for Kids" now makes the process less time consuming for staff and benefits the community.

CARE Resource Connection has formed a new partnership with Fridley firefighters to provide valuable resources to residents who need additional care or were calling 9-1-1 on a frequent basis. This partnership has already been an immense help to one local resident when lightning struck her townhome, leaving her without a safe place. Fire Marshal Mike Spencer and CARE worked tirelessly to arrange volunteers to help clean out her home, supply donations such as paint and boxes, and provide a safe environment in the interim.



Winterfest 2017. Unseasonably warm temps last January made sledding and ice skating a bit of a problem... yet over 500 guests gathered at Commons Park and the Fridley Community Center to enjoy the medallion hunt and winter fun. Winterfest 2018 is coming up on January 20 – check out the back page for details.



The **2017 '49er Day** events included the largest Kids Day ever with nearly 1,000 guests enjoying the games and fun. Fridley firefighters collected 69 lbs of food for Southern Anoka Community Assistance food shelf with the "Battle the Blaze" booth, and police officers took turns in the dunk tank to support the Explorer program.



Bringing People Together... One of the most important community events of the year is Night to Unite. In 2017, we had 90 registered block parties, including many combined neighborhoods, and hundreds gathered to celebrate a safe community. Over 50 police officers, firefighters, reserves, explorers, City staff and councilmembers took the opportunity to visit neighborhoods across the City.

FRIENDLY • DRIVEN • RESPONSIVE



Driven to Connect

Connecting with Youth

- **new PAL – Police Activities League:** Fridley police officers coached and mentored 50 kids for basketball and 20 kids for soccer. This free program is a great experience for both kids and officers. The goal of PAL is to encourage team building and foster positive relationships through educational, athletic and recreational programs.
- **Safety Camp** – a day of fun and learning for kids in 2nd through 4th grades.
- **Police and Fire Explorers** – career exploration and mentorship program for teens.
- **Summer ROCKS and Summer Camp Programs** – sign up for 2018 begins April 1.
- **Springbrook naturalists** develop lesson plans, teach at schools and offer on-site field trips to educate kids on the critical importance of our natural environment.
- **Cops in the Café** gives elementary kids a chance to ask police officers questions and discuss important matters over a carton of milk during the most popular time of day—lunch and recess.
- **After-school sports and activities, Zone hangouts, and school's out field trips** offer safe options for kids to socialize and have fun at times when they might otherwise be home alone.



Connecting with You

- **Seasonal sports** give adults a chance to play, too, with options like softball, basketball, volleyball, boot hockey, and even martial arts and fitness classes.
- **Car seat and bike helmet clinics** help both adults and kids stay safe.
- **Fridley police officers** hosted 12 Coffee with Cops and Cops & Cones community meet-n-greets throughout the year.
- **New Chaplain Program:** Last spring, Police launched a partnership with local clergy to assist on sensitive calls or be available to officers or staff when needed.
- **Residents and business owners** are always welcome at council and commission meetings. In 2017, we had 77 meetings.
- **The digital connection:** social media posts, #ChiefChat – a live Facebook Q & A, online concern reporting, public service announcement videos, email alerts and newsletters, and a robust website are just a few of the ways we navigate the digital arena.

BY THE
NUMBERS3,116
rental inspections265
business licenses123
dog licenses53
sign permits2,000+
on-site assessing visits1,196
code inspections

In 2017, Fridley saw **\$101,914,915**
in new building value constructed! Inspectors have
been out in the field managing **2,176** permit cases!



The results of a 2017 drive-by evaluation of every
Fridley residence are calculated and **95%** of home
exteriors are in good or excellent condition!

FRIENDLY • DRIVEN • RESPONSIVE

Driven to Make a Difference

Fridley hosted **3** recycling drop-off events.

1,309 cars = **110.51** tons of recycled materials in Fridley!

Fridley also hosted **8** paper shredding events = **16** tons

We saved **270+** trees!



114 volunteers helped with **6** tree planting days resulting in **288** new trees planted in Fridley

Fridley's first ever pumpkin recycling collected **7,320** lbs to be transformed into compost



Police officers, reserves, explorers and volunteers brightened the holidays for approximately 30 excited kids during **Shop with a Cop**. A special thanks to Walmart who donated a \$75 gift card to every child that was part of this event. Kids are selected by teachers and school staff based on a combination of financial need and those who could benefit from a positive police mentorship.



On April 27-28, right before prom, Fridley Police and Fridley HS students coordinated a **2-day intensive simulation** to drive home the dangers of drunk and distracted driving.

Fridley Firefighters Light Up the Night!

We debuted a fire engine sound and light display during a December 8 collection drive for Toys for Tots and SACA. Fridley officers, firefighters and staff also supported a number of charity organizations throughout the year including Special Olympics, Toys for Tots, Granny's Closet, Feed My Starving Children, and local food shelves.



Pouring Back:

Fridley Liquor held the debut of the Springbrook Autumn Sampler resulting in a donation to the Springbrook Foundation of approximately \$5,000! Fridley Liquor also held 6 tasting events that collected non-perishable food items for the Southern Anoka Community Assistance food shelf, and they partnered with Fridley Lions for their Winter Warm-Up fundraiser.



Driven to Innovate

- Engineering installed 6 bioswales along 3rd Street. These reduce traffic speeds, treat stormwater and beautify the landscape.
- 3,100 water meters equipped for automatic reading were installed this year.
- A new high-tech fire simulator allows for fire training without the cost and danger of lighting things on fire. The device simulates flames, sounds and smoke for 3 types of fires: combustible, liquids and electrical.
- Speaking of training, firefighters participated in a train derailment and hazardous leak simulation.
- Look for new pollinator gardens in Fridley parks this spring.
- We launched a citywide electronic newsletter, Fridley 4U. In 2017, we sent 24 emails to over 1,100 subscribers. Not signed up yet? Stay informed! Submit your email online at FridleyMN.gov/connect.
- Way to crunch those numbers! The Finance staff received the Certificate of Achievement for Excellence in Financial Reporting. Interested in numbers? The City budget and capital improvement plan can be found on our website, look under City Hall — City Documents.
- Fridley Liquor saw its 3rd straight year of record sales with \$5.6 million and a gross profit margin of 7.9%. The rewards program, launched in 2016, now has over 6,000 members! Sales from Fridley Liquor are poured back into the community to help keep taxes low and purchase items like park equipment and public safety vehicles.



One of six bioswales installed along 3rd street.



FRIENDLY • DRIVEN • RESPONSIVE

Responsive:
Answering the Call

K-9 Jager joins the team! Officer Kyle Lusignan and K-9 Jager completed training on June 30. They have been busy ever since.



Safe Drinking Water: Commons Plant Upgrades

Control valves and actuators were replaced at Common's Filtration Plant. These improvements are pivotal in filtering and backwash processes and play an important role to water quality. High service pumps and motors were rebuilt with new variable frequency drives and a new electrical service panel for more efficient flow rates and performance.

In 2016, 1.121 billion gallons of clean water were sold. (2017 numbers will be available in the next water quality report which is produced every year in June.)

Public Works staff cleaned 60 miles of sanitary sewer mains throughout 2017, ensuring an effective and efficient system that rushes the flush away from your home.



K-9 Jax and his handler Officer Tom Roddy had a busy year! As of 11/13/17, Jax had been deployed 78 times, including 19 apprehensions and 11 narcotic alerts. During one Saturday night shift last fall, Jax successfully tracked a suspect for over 35 minutes and caught the suspect hiding on a roof. Thanks to Jax, that's one less burglar on the streets!

Attack of the Emerald Ash Borer

As this destructive bug made its way towards Fridley, our Forestry staff took a proactive approach with a pilot response program. So far, they have removed 46 at-risk trees.



In June, the Bureau of Criminal Apprehension and Fridley detectives joined forces to stop local prostitution involving children – numerous arrests were made.

Responsive: Beyond Borders

"This was by far the most rewarding experience I have had in my 36 years in the fire service."

—Fire Chief John Berg

On August 30, 2017, tropical storm Irma developed off the coast of Africa in the Atlantic Ocean. On September 10, Irma made landfall in the Florida Keys as a category 4 hurricane with sustained winds of 130 mph. Irma resulted in 124 fatalities and over \$62.87 billion in damage.

On September 7 at 9:21 p.m., Fridley Fire Chief John Berg was called to help, along with 15 other Minnesotans who are part of the Minnesota All Hazards Type III Incident Management Team. They departed the next day for what they thought would be Tallahassee, FL. As it turned out, they would instead travel to the Marathon in the Florida Keys.

Minnesota's Incident Management Team is a group of professionals trained to assist agencies with planning and operations during times of disaster. They travel in self-sufficient vehicles, able to provide their own living quarters, power, communications and the technology to develop and produce incident action plans.

The area was in chaos: no power, no cell service, no internet, no working bathrooms and no drinkable water. There was food and water arriving but stuck at the airport. The team's task: get those supplies to the residents who desperately need it, along an 89-mile stretch from Key West to Tavernier.

Chief Berg and his teammates worked tirelessly in humid temperatures over 90 degrees with a heat index over 120 degrees. Despite road blockages, lack of fuel, panicked residents, and other difficult conditions, over an 8-day period, they coordinated safe supply distribution to over 50,000 people, and were able to train civilian volunteers to continue these efforts.

Thank you to Chief Berg and all those who answered the call.



New Statewide Model: Fridley's Senior Program held a Veterans Resource Fair and Seminar in March with 95 participants. This event is now a statewide model for the Veterans Administration.

Cyberworld: Fridley Police are helping parents understand the dangers kids face on the internet through programs like the Screenagers movie event and a presentation by the Welterling Foundation.

Transportation Choices: Part of our commitment to make Fridley accessible to everyone includes finding solutions for getting around without a car. This fall, planning staff worked with Anoka County to pilot a new free shuttle service to connect Northstar riders with large Fridley employers.

2017 website page views
377,934*



728* posts to City of Fridley
Facebook and Twitter, resulting in
570,493* impressions

*through 11/30

FRIENDLY • DRIVEN • RESPONSIVE

Responsive:
Empowering Citizens

Approximately 100 residents attended the Town Hall Meeting in May for updates and discussion on new developments, City finances, and future planning.

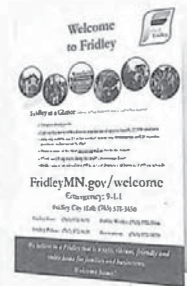


We believe that a friendly, safe, vibrant and stable community is built through partnerships and sharing information. From crime prevention tips to city finance updates, knowledge is power, and when everyone has a solid understanding of the facts, we can work together towards a solution.

The Framing Fridley Block Party on 7th Street in June invited residents to share ideas for street redesign options to provide a safer way for kids to walk or bike to school.



New resident packets welcome newcomers to Fridley and provide essential information on services, laws, events, and ways to contact us.



KNOWLEDGE IS POWER



Fire Prevention & Education

- Fire extinguisher training for local businesses
- Fire Open House - approximately 500 guests
- Truck tours and Q&A at various community events
- Fire trailer and cooking safety demonstrations
- North Metro Fire Ops 101 - a day for local media and elected officials to participate in fire and rescue activities, 6 cities participated including Fridley
- School visits and station tours
- A recent \$1,000 stipend award will help build a portable home fire sprinkler system display

Crime Prevention & Education

- Citizens Academy: 25 participants in fall 2017
- Dose of Reality and the Top Secret Project: working to alert residents to the growing Opioid and substance abusive epidemic
- Monthly Block Captain trainings and Neighborhood Watch Program
- Monthly Senior Safety Seminars
- Weekly Crime Alerts and Safety Tips on NextDoor.com
- PSA and social media posts on crime prevention topics and reminders
- Newsletter articles, website updates and video segments with helpful crime prevention tips and information

Responsive: Building Solutions



Main Street Pedestrian Bridge: connecting Fridley across I-694



Paving Projects = Safe Roads



ADA Sidewalk Study = making Fridley accessible to everyone

2040 Comp Plan Research:

MN law requires cities to develop long-range plans every 10 years. This Comprehensive Plan serves as a guideline for future planning in key areas such as parks, housing, transportation, water, land use and economic development. Staff spent much of 2017 researching these areas and gathering feedback from you on how you would like to frame Fridley's future. Now all that information is being combined into a comprehensive report that will get feedback from commissions, City Council and the Metropolitan Council throughout 2018.

Thank you to everyone who took the time to attend a neighborhood meeting, fill out a survey, send in suggestions or talk to us at a community event. Your ideas will help design a roadmap for Fridley's future.

Civic Campus Progress:

Walls are going up! As early as November, progress on the new City campus is moving along right on time. Flatbed trucks hauling large wall panels are now being replaced by semi-trailers carrying 99 foot support beams for the roof.

Fridley's Housing and Redevelopment Authority is also busy with discussions and negotiations for the development of residential housing. Some of the items being discussed include adding housing types that are new and needed in our City. This portion is still in early stages. We will be excited to discover and share what plans develop.

The exterior look will start to emerge in the coming weeks. The colors of the large panels for the Public Works building were selected to mimic the brick color of the Fire Station apparatus bays. The gray tones on the Public Works building will complement the metal panels of the Public Safety building. Once walls are framed for City Hall, a stone base and brick will be laid, creating the exterior of that building. Watch in the coming months as the colors and materials blend together for a new look to University Avenue.

Timing for service transition to the new buildings remains on track. We anticipate Public Works to move in early summer, and Police, Fire, and City services to move late fall.



a look ahead to fridley fun in 2018

January 20 WINTERFEST
at Fridley Community Center and Commons Park

March 3 SPRINGBROOK SPREE
The Springbrook Nature Center Foundation invites you to the annual gala fundraiser.

May 5 ENVIRONMENTAL FUN FAIR AND FIX-IT CLINIC
at Springbrook Nature Center

June 14 FRIDLEY LIONS '49ER DAY PARADE
near Commons Park

July 22 HISTORIC HOME TOUR OF FRIDLEY
Fridley is partnering with the Anoka History Center and Fridley Historical Society to offer a tour of historic homes and lovely gardens within the City. Many of these homes have captivating stories from the 1965 tornadoes.

June 16 FRIDLEY '49ER DAY
events at Commons Park including bands, kids activities and more.

October 20 PUMPKIN NIGHT IN THE PARK
at Springbrook Nature Center

Fridley Community Calendar

January

- 1 City offices closed in observance of New Year's Day
- 4 HRA Meeting
- 8 City Council Meeting
- 8 Charter Commission
- 8 Parks & Recreation Commission
- 9 Environmental Quality & Energy Commission
- 13 Recycling Drop-off Event at Green Lights Recycling
- 15 City offices closed in observance of Martin Luther King Jr Day
- 17 Planning Commission
- 20 Winterfest at Fridley Community Center
- 22 City Council Meeting

February

- 1 HRA Meeting
- 5 Charter Commission Meeting
- 5 Parks & Recreation Commission
- 7 Appeals Commission
- 12 City Council Meeting
- 13 Environmental Quality & Energy Commission
- 19 City offices closed in observance of Presidents' Day
- 21 Planning Commission
- 26 City Council Meeting

NOTE: City Council and Commission meetings start at 7:00 p.m. Meetings are held at the Municipal Center, 6431 University Avenue NE. The public is welcome.

Hearing impaired persons who need an interpreter or other persons with disabilities who require auxiliary aids and would like to attend a meeting, should contact Roberto Collins at (763) 572-3500 at least one week in advance.

SPRINGBROOK SPREE 2018:

Taking Flight



Saturday, March 3 ...the fun starts at 5:00 p.m.

The Springbrook Nature Center Foundation invites you to this annual gala event! The evening includes dinner and an entertaining speaker, plus the excitement of a live auction and a robust silent auction. Cash bar available. This night is for adults.

Tickets are \$45, available now at springbrookfoundation.org/tickets/ or in-person at the nature center. We hope to see you there!

winterfest

12:00 - 3:00 p.m. Saturday, January 20
Commons Park & Fridley Community Center
6085 7th Street NE

Outdoors:

- Horse Drawn Hay Ride
- Dog Sled Rides
- Ice Skating & Sledding (bring skates or a sled)
- Medallion Hunt with a \$100 prize
- Huge Bonfire and S'mores
- North Metro Youth Hockey Miles Tournament
- Snow Shoe Demos

Indoors:

- Play BINGO and other games
- Visit the Instant Snow Booth
- Arts & Crafts
- Dance to music provided by a DJ
- Food and Refreshments (for purchase)

All activities are **FREE** thanks to donations from local groups and organizations.

Questions? Give us a call at 763-572-3570.



We Take Old Holiday Lights

Recycle your old, tangled or broken holiday lights at Fridley City Hall! There will be a collection box in the lobby now through January 15.

Fridley City Hall, 6431 University Ave NE
parking and entrance off of 5th Street

Hours: Monday-Friday, 8:00 a.m. - 4:30 p.m.
After-hour drop-off available until 7:30 p.m. on January 8



Recycling Drop-offs and Free Paper Shredding

\$15 OFF

Green Lights Recycling Facility

Valid January 13, 2018

No cash value
Limit 1 per Fridley resident
Must show proof of Fridley residence

You asked, we listened. We are introducing more opportunities for bulky item recycling in 2018 (plus shorter wait times). We will be hosting 6 recycling drop-off and paper shredding events at Green Lights Recycling (located at 1525 99th Lane Northeast in Blaine).

January 13
March 10
May 12 (cardboard accepted)
July 14
September 8
November 10 (cardboard accepted)

Join us for free and reduced pricing on recycling Appliances, Electronics, Mattresses, Scrap Metal and More. You can also securely shred up to 4 boxes of paper per event for free! Save even more with our coupons for Fridley residents. Check FridleyMN.Gov/dropoff or call 763-572-3594 for pricing, discounts, and more information.



PROTECTING, MAINTAINING & IMPROVING THE HEALTH OF ALL MINNESOTANS

December 27, 2017

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 supply in accordance with Minnesota Rules, Chapter 4720 and the Safe Drinking Water Act.

Quarterly monitoring for radiochemicals is being conducted on your water supply to determine if your supply meets the maximum contaminant level (MCL) for gross alpha and/or combined radium 226+228. Samples will be collected quarterly 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 Plant

Contaminant: **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>
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
11/30/2016	4.80	pCi/L	16K1184-01	5.0

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>
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
11/30/2016	6.20	pCi/L	16K1184-01	8.1

An equal opportunity employer

Spring Lake Park City Council

Page 2

December 27, 2017

PWSID 1020029

Also enclosed are the results from the annual radiochemical sample collected at the Terrace Park Treatment Plant on May 1, 2017. These results are satisfactory.

All required radiochemical samples will be collected by your public water supply 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 supply 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: 09/18/17 11:33
Rep. Temp. (°C): 12.8

Collector Name: Ken Prokott
Collector ID: None

MDH Sample Number: 17I0773-01

Location ID: E05

Collect Date: 09/18/17

Field Residual Chlorine Result: None

Sampling Point: Arthur Street Treatment Plant

Collect Time: 10:20

Field Fluoride Result: None

Matrix: Drinking Water

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	8.7	3.0	2.8071	pCi/L	B7J0325	10/17/17 14:54	10/30/17 00:00	JJF	EPA 900.0	
Radium-226	2.0	1.0	0.3183	pCi/L	B7J0034	10/03/17 10:56	11/01/17 00:00	SAP	EPA 903.0/904.0	
Radium-228	3.1	1.0	1.0271	pCi/L	B7J0034	10/03/17 10:56	10/11/17 17:32	SAP	EPA 903.0/904.0	

FINAL REPORT

Report ID: 11032017 94858

Generated: 11/3/2017 9:48:58AM

Authorized by:

The results in this report apply only to the samples analyzed.

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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 B7J0034 - Radiochemistry Ra-226 Ra-228 Prep

Blank (B7J0034-BLK1)

Prepared: 10/03/17 10:56 Analyzed: 11/01/17 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 (B7J0034-BS1)

Prepared: 10/03/17 10:56 Analyzed: 11/01/17 00:00

Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Radium-226	9.4	1.0	pCi/L	10.13		92	90-110			SAP	
Radium-228	17.5	1.0	pCi/L	18.13		96	80-120			SAP	

LCS Dup (B7J0034-BSD1)

Prepared: 10/03/17 10:56 Analyzed: 11/01/17 00:00

Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Radium-226	10.9	1.0	pCi/L	10.13		108	90-110	15	20	SAP	
Radium-228	16.7	1.0	pCi/L	18.13		92	80-120	5	20	SAP	

Duplicate (B7J0034-DUP1)

Source: 17F1929-01

Prepared: 10/03/17 10:56 Analyzed: 11/01/17 00:00

Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Radium-226	2.3	1.0	pCi/L		2.4			2	20	SAP	
Radium-228	1.3	1.0	pCi/L		1.9			36	20	SAP	QT

Matrix Spike (B7J0034-MS1)

Source: 17I0773-01

Prepared: 10/03/17 10:56 Analyzed: 11/01/17 00:00

Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Radium-226	12.4	1.0	pCi/L	10.13	2.0	102	80-120			SAP	
Radium-228	18.2	1.0	pCi/L	18.13	3.1	83	70-130			SAP	

Batch B7J0325 - Radiochemistry Alpha/Beta Prep

Blank (B7J0325-BLK1)

Prepared: 10/17/17 14:54 Analyzed: 10/30/17 00:00

FINAL REPORT

Report ID: 11032017 94858

Generated: 11/3/2017 9:48:58AM

Authorized by:

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

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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 B7J0325 - Radiochemistry Alpha/Beta Prep

Blank (B7J0325-BLK1)

Prepared: 10/17/17 14:54 Analyzed: 10/30/17 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 (B7J0325-BS1)

Prepared: 10/17/17 14:54 Analyzed: 10/30/17 00:00

Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Gross Alpha	52.3	3.0	pCi/L	52.91		99	80-120			JJF	

Duplicate (B7J0325-DUP1)

Source: 17G1994-01

Prepared: 10/17/17 14:54 Analyzed: 10/30/17 00:00

Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Gross Alpha	1.4	3.0	pCi/L		3.6			90	20	JJF	WB

Matrix Spike (B7J0325-MS1)

Source: 17G1915-01

Prepared: 10/17/17 14:54 Analyzed: 10/30/17 00:00

Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Gross Alpha	44.5	3.0	pCi/L	52.91	<	82	70-130			JJF	

Matrix Spike Dup (B7J0325-MSD1)

Source: 17G1915-01

Prepared: 10/17/17 14:54 Analyzed: 10/30/17 00:00

Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Gross Alpha	47.1	3.0	pCi/L	52.91	<	87	70-130	6	20	JJF	

Data Qualifiers and Definitions

QT	RPD between sample duplicates not within acceptance limits. Analyte concentration within range for RER comparison and RER within acceptance limits.
WB	Relative percent difference exceeded the laboratory acceptance limit. Result less than 5 times the RL.

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PWSID: 1020029

Work Order Comments

Samples were received in proper condition.

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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: 05/01/17 12:03
Rep. Temp. (°C): 14.8

Collector Name: Ken Prokott
Collector ID: None

MDH Sample Number: 17E0039-01

Location ID: E01
Sampling Point: Terrace Park Treatment Plant

Collect Date: 05/01/17
Collect Time: 09:34
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	Units	Batch	Prepared	Analyzed	Init.	Method	Qualifiers
Gross Alpha	6.5	3.0	pCi/L	B7E0551	05/22/17 09:01	06/02/17 00:00	JJF	EPA 900.0	
Radium-226	2.2	1.0	pCi/L	B7E0554	05/22/17 10:25	06/20/17 00:00	SAP	EPA 903.0/904.0	
Radium-228	2.0	1.0	pCi/L	B7E0554	05/22/17 10:25	05/26/17 17:13	SAP	EPA 903.0/904.0	

MDH Sample Number: 17E0039-02

Location ID: E05
Sampling Point: Arthur Street Treatment Plant

Collect Date: 05/01/17
Collect Time: 11:05
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	Units	Batch	Prepared	Analyzed	Init.	Method	Qualifiers
Gross Alpha	7.3	3.0	pCi/L	B7E0551	05/22/17 09:01	06/02/17 00:00	JJF	EPA 900.0	
Radium-226	2.3	1.0	pCi/L	B7E0554	05/22/17 10:25	06/20/17 00:00	SAP	EPA 903.0/904.0	
Radium-228	2.0	1.0	pCi/L	B7E0554	05/22/17 10:25	05/26/17 17:13	SAP	EPA 903.0/904.0	

FINAL REPORT

Report ID: 06282017110154

Generated: 6/28/2017 11:01:54AM

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 B7E0551 - Radiochemistry Alpha/Beta Prep

Blank (B7E0551-BLK1)

Prepared: 05/22/17 09:01 Analyzed: 06/02/17 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 (B7E0551-BS1)

Prepared: 05/22/17 09:01 Analyzed: 06/02/17 00:00

Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Gross Alpha	53.9	3.0	pCi/L	52.91		102	80-120			JJF	

Duplicate (B7E0551-DUP1)

Source: 17C1201-01

Prepared: 05/22/17 09:01 Analyzed: 06/02/17 00:00

Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Gross Alpha	17.6	3.0	pCi/L		21.3			19	20	JJF	

Matrix Spike (B7E0551-MS1)

Source: 17C1197-01

Prepared: 05/22/17 09:01 Analyzed: 06/02/17 00:00

Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Gross Alpha	57.7	3.0	pCi/L	52.91	<	104	70-130			JJF	

Matrix Spike Dup (B7E0551-MSD1)

Source: 17C1197-01

Prepared: 05/22/17 09:01 Analyzed: 06/02/17 00:00

Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Gross Alpha	48.3	3.0	pCi/L	52.91	<	87	70-130	18	20	JJF	

Batch B7E0554 - Radiochemistry Ra-226 Ra-228 Prep

Blank (B7E0554-BLK1)

Prepared: 05/22/17 10:25 Analyzed: 06/20/17 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	

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Public Health Laboratory, Minnesota Department of Health



Final Report

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

PWSID: 1020029

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Batch B7E0554 - Radiochemistry Ra-226 Ra-228 Prep

LCS (B7E0554-BS1)

Prepared: 05/22/17 10:25 Analyzed: 06/20/17 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		97	90-110			SAP	
Radium-228	18.0	1.0	pCi/L	18.97		95	80-120			SAP	

LCS Dup (B7E0554-BSD1)

Prepared: 05/22/17 10:25 Analyzed: 06/20/17 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		103	90-110	7	20	SAP	
Radium-228	17.8	1.0	pCi/L	18.97		94	80-120	1	20	SAP	

Duplicate (B7E0554-DUP1)

Source: 17E0039-01

Prepared: 05/22/17 10:25 Analyzed: 06/20/17 00:00

Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Radium-226	2.2	1.0	pCi/L		2.2			2	20	SAP	
Radium-228	2.0	1.0	pCi/L		2.0			2	20	SAP	

Matrix Spike (B7E0554-MS1)

Source: 17E0039-02

Prepared: 05/22/17 10:25 Analyzed: 06/20/17 00:00

Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Radium-226	13.3	1.0	pCi/L	10.13	2.3	109	80-120			SAP	
Radium-228	20.7	1.0	pCi/L	18.97	2.0	98	70-130			SAP	

Data Qualifiers and Definitions

F7 Submission does not meet Laboratory Sample Acceptance Policy. See comments or additional qualifiers.

MC Result greater than the MCL.

Work Order Comments

Samples were received in proper condition.

FINAL REPORT

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Video Production



Municipal Producer, Trevor Scholl, continued to reach out to City officials and department contacts regarding potential programming for the channels. He completed five projects, and worked toward completion of several more. Three episodes of Mayor's Minutes were produced, along with a Lino Lakes fire recruitment piece and a story highlighting the relationship between Circle Pines and Centennial Schools. Programs were also produced by Ben Hayle, T.J. Tronson, and Danika Peterson. It should be noted that while a producer's name is listed after a program, additional staff members often assist with the production process.

▪ December Completed Videos/Playing on City Channels & Internet

Title	Producer	Runtime
Lexington Mayor's Minutes Winter 2017	Trevor Scholl	00:05:35
Blaine Mayor's Minutes Winter 2017	Trevor Scholl	00:06:02
Centerville Mayor's Minutes Winter 2017	Trevor Scholl	00:06:50
School Spotlight: Circle Pines and Centennial	Trevor Scholl	00:11:28
Lino Lakes Fire Recruitment	Trevor Scholl	00:06:07
Your City Staff: Mark Statz	Danika Peterson/Ben Hayle	00:04:50
Your City Staff: Brian Podany	Danika Peterson/Ben Hayle	00:04:38
Anoka County Board Meeting (12/08/17)	T.J. Tronson	00:23:46
Anoka County Board Meeting (12/19/17)	T.J. Tronson	01:18:35
North Metro Telecommunications Commission Meeting (12/20/17)	T.J. Tronson	00:14:24

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

- Lino Lakes corrections facility piece/editing final project
- Ham Lake Snow Bowl
- Circle Pines Mayor's Minutes
- Circle Pines road maintenance project
- A profile on a new juice bar/yoga studio opening in Blaine
- A volunteer dog walker piece for the Animal Humane Society
- Contacted more local businesses regarding doing profiles

Equipment Consulting/Technical Support



Blaine

- 12/5/17: Roark reported that the new system drawings have been delivered. NMTV has a link to the drawings and has printed them for a spare copy off-site.

Centerville

- No equipment assistance requested or required.

Circle Pines

- 12/13/17: Tricaster issues. 12/12 meeting did not broadcast video due to system failure. The audio was transmitted so that was recorded for future playbacks with a technical difficulties slate. Swapped out with spare Tricaster from NMTV, but that didn't work either. Working to combine components of two Tricaster units to get a functioning "Frankencaster" for temporary use.
- 12/13/17: Contacted Z Systems to arrange meeting with Circle Pines to discuss a new HD system upgrade.
- 12/15/17: Re-installed repaired Tricaster. Replaced video card.
- 12/19/17: Met with Z Systems and Patrick Antonen regarding HD upgrade. Z Systems will get proposal to Patrick, based on meetings discussions by mid-January.

Ham Lake

- 12/4/17: Rebooted the Carousel unit. Every few days it seems that the unit either freezes or shuts down and won't reboot. Tightrope is working on the issue.
- 12/15/17: Got a message from Denise Webster about problems at Ham Lake. The office was closed for the weekend when Matt arrived to troubleshoot.
- 12/18/17: Denise reset the SCALA and fixed video problem. Went out to check on the audio problem and discovered the tuner was dead. Power supply not working. Replaced the tuner with a spare. Issue resolved.
- 12/18/17: Discussed meeting for the first week of the New Year to get things going for the HD upgrade.
- 12/18/17: Replaced Ham Lake Carousel Unit in master control.

Lexington

- No equipment assistance requested or required.

Lino Lakes

- 12/5/17: Sent a follow-up email to Alpha Video requesting new system drawings in advance of install. Originally requested one week ago but have not received. Alpha stated the drawings were not finished. Want to do a thorough examination of the drawings pre-install.
- 12/5/17: Jeff Karlson reported that the outlets are installed at the camera locations. The dais is not done yet, but Jeff will keep NMTV updated.
- 12/8/17: Received drawings for Lino upgrade. Sent copy to Jeff Karlson.
- 12/8/17: Emailed Alpha regarding Haivision encoder and decoder for Lino HD video transmissions. Gave him a deadline for delivery.
- 12/12/17: Completed tear-down of old equipment in the Lino Lakes control room. Kept most of the wires in place for Alpha to determine if re-usable. Three and a half hour project.
- 12/13/17: Went to Lino Lakes and checked on the progress of the install.
- 12/15/17: Went to Lino Lakes and checked on the progress of the install.
- 12/18/17: Check on install and commissioning. All equipment in working order except the wireless audio-assisted listening devices. They still must be installed.
- 12/19/17: Bought a TV for a return feed from Best Buy and a wall mount for a confidence monitor. Dropped off at City Hall.

- 12/19/17: Noted that Expressions training is not needed as NMTV will create and maintain graphics needed for meetings.
- 12/19/17: Installed Makito X Decoder and Frame Sync in master control for Lino Lakes HD transmissions.
- 12/19/17: Installed the Makito X encoder at Lino Lakes and provided network information.
- 12/19/17: Contacted network system engineer to get access from IP address through port for transmission of signal from Lino Lakes to NMTV head-end. The signal was tested and is operational.
- 12/19/17: Ordered an SDI/Analog audio embedder for Lino Lakes transmission.
- 12/21/17: Checked on project status at Lino Lakes. The project is complete with the exception of the dais and audio needs that must be done before the mics can be installed.
- 12/22/17: Checked on project status at Lino Lakes
- 12/27/17: Installed the transmission system at Lino Lakes. Installed the embedder, Brightsign, HDMI convertor, KanexPro 2x1 switch and Makito X in the cooled rack under the workstation. Checked transmission. All working. Checked cameras and made sure the 4 system was installed properly. Will need to come back and make adjustments to the cameras. Video levels not ideal. Will also have to check audio levels once whole system installation is complete.

Spring Lake Park

- 12/15/17: System outputting a frozen image but the audio is working. Will have to troubleshoot.
- 12/18/17: Reset the Makito X decoder and fixed the frozen image.

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 playback. The following meetings were processed in December:

Title	Producer	Runtime
Blaine City Council Meeting (12/7/17)	Blaine Staff	02:28:37
Blaine Planning Commission Meeting (12/12/17)	Blaine Staff	00:13:36
Blaine Truth In Taxation Meeting (12/14/17)	Blaine Staff	01:07:08
Blaine Natural Resources Conservation Board Meeting (12/19/17)	Blaine Staff	00:32:59
Blaine City Council Meeting (12/21/17)	Blaine Staff	01:54:32
Centerville City Council Meeting (12/13/17)	Centerville Staff	02:11:26

Title cont.	Producer cont.	Runtime con.
Circle Pines City Council Meeting (12/12/17)	Circle Pines Staff	01:19:00
Circle Pines Planning Commission Meeting (12/18/17)	Circle Pines Staff	01:08:19
Circle Pines Utility Commission Meeting (12/20/17)	Circle Pines Staff	00:32:17
Circle Pines City Council Meeting (12/26/17)	Circle Pines Staff	01:45:17
Ham Lake City Council Meeting (12/4/17)	Ham Lake Staff	00:48:00
Ham Lake City Council Meeting (12/18/17)	Ham Lake Staff	00:23:42
Lexington City Council Meeting (12/7/17)	Lexington Staff	00:32:48
Lexington City Council Meeting (12/21/17)	Lexington Staff	00:54:47
Lino Lakes City Council Meeting (12/11/17)	Lino Lakes Staff	02:08:29
Spring Lake Park City Council Meeting (12/4/17)	Spring Lake Park Staff	01:08:57
Spring Lake Park City Council Meeting (12/18/17)	Spring Lake Park Staff	01:03:32
17 New Programs		20:10:26 New Hours

Meetings are scheduled for replay based on schedules requested by each City. Additional longer-length video programming produced by NMTV staff is also scheduled on the channels. **With the arrival of the Carousel units, shorter-length videos and promos are loaded onto those devices, rather than being scheduled as separate playbacks. The short videos cycle through, with graphics pages, and play on the channels whenever a scheduled program is not playing. Depending on whether a City selected the split screen or full screen Carousel option, the shorter videos are cycling 24 hours a day.** The table below outlines how many times a longer-length video program was entered into the Tightrope system, and played back on each City channel.

City	Number of Times Programs Played	Hours Programmed on Channel
Blaine	149	180:30:43
Centerville	37	61:28:48
Circle Pines	202	211:08:51
Ham Lake	68	46:14:54
Lexington	99	76:38:13
Lino Lakes	47	81:01:48
Spring Lake Park	94	101:45:12
Totals:	696 Program Playbacks	758:48:29 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 December:

Blaine

- Revised back-up video loop to play immediately before and after City meetings.
- Transcoded and uploaded 3 videos to Carousel.

Centerville

- Transcoded and uploaded 2 videos to Carousel.

Circle Pines

- Created a substitute version of meeting for playback with on screen "no audio" graphic.

Ham Lake

- Addressed issue with frozen Carousel Unit.

Lexington

- Created 7 Carousel bulletins for upcoming City meeting dates.

Lino Lakes

- Investigated and addressed improperly timed City meeting.
- Made back-up Carousel simulation video to play at City Hall between meetings as part of the new HD system.
- Contacted Lisa to determine what updates would be needed for the City Council slides.
- Created 11 Carousel bulletins.
- Edited end date for one bulletin.

Spring Lake Park

- Created 1 bulletin for Carousel.
- Created 40 bulletins for upcoming City meetings.

City Channel Signal Monitoring

Blaine

- No channel signal problems.

Centerville

- No channel signal problems.

Circle Pines

- Bad video signal. Tricaster down. Recorded audio and made technical difficulty graphic.

Ham Lake

- Frozen Carousel. Replace with loaner while being repaired.

Lexington

- No channel signal problems.

Lino Lakes

- Upgrade to HD signal. Test. Looks great!

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 December:

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

Administrative



The issues dealt with in December include the Comcast late fee increase request, presenting the third quarter franchise and PEG fee calculations, and the Closed Captioning Study.

- **Comcast Late Fee Increase**
 - Received a letter from Comcast requesting Commission approval of a 50 cent increase in their late fee. It would increase the late fee from \$9.50 to \$10.00.
 - Comcast provided reports documenting the justification for the increase.
 - The Executive Committee considered the increase at the December 6th meeting. The Committee recommended approval of the fee increase.
 - The full Commission considered the increase at the December 20th meeting. The increase was approved.

Third Quarter Franchise and PEG Fees

- Calculated fee totals and compared to previous payments from last quarter and the same time last year
- Discussed totals and comparisons with Operations Committee and Executive Committee.
- Reported fee levels as related to expectations.

Closed Captioning Study

- Contacted Cities for copies of Summary Budgets for 2017.
- Completed Closed Captioning Study questionnaire and submitted for consideration.

Miscellaneous

- Canceled January meetings.

North Metro TV

December 2017 Update

Program Production

In December, a total of **77 new programs** were produced utilizing the North Metro facilities, funds, and services. This constitutes **57:45:00 hours of new programming**.

- 30 programs were produced by the public
- 30 programs were produced by NMTV staff
- 17 programs were produced by City staff



Van Shoots

The HD truck was used for **25:15:00** hours of production. Events produced live and recorded for additional playbacks include:

- Boys Hockey: Spring Lake Park vs. Blaine
- Girls Hockey: Blaine vs. Centennial
- Boys Hockey: Blaine vs. Centennial
- Boys Basketball: Blaine vs. Centennial



Workshops

Workshop	Instructor	Organization	Students
Special Production Series Class 10	Eric Houston	Blaine/Ham Lake Girl Scouts	9
Studio B	Eric Houston	General Public	2
Puzzled Taping	Eric Houston	Video Club	3
Special Production Series Class 11	Eric Houston	Blaine/Ham Lake Girl Scouts	9
Camera	Eric Houston	General Public	3
Special Production Series Class 12	Eric Houston	Blaine/Ham Lake Girl Scouts	12
Intro to NMTV	Eric Houston	General Public	1
Star Wars Holiday Special Lecture	Eric Houston	Video Club	14
Editing	Eric Houston	General Public	3
Special Production Series Class 13	Eric Houston	Blaine/Ham Lake Girl Scouts	9
10 Workshops			64 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	205.75	58	174	46	80	\$675
February	165.75	65	41	14	672	\$411
March	131.5	41	98	45	0	\$305
April	118.5	60	34	40	0	\$157.50
May	192.25	81	58	16	473	\$215
June	207.5	70	26	65	0	\$274.50
July	179.25	83	5	41	208	\$545
August	132.5	59	69	17	0	\$838
September	166.75	61	45	22	30	\$484
October	301.25	75	150	60	2,881	\$737
November	281.5	99	124	17	3,416	\$1,581
December	222.75	97	64	74	1,388	\$604
TOTAL:	2,305.25	849	888	457	9,148	\$6,827.00

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, outreach, or educational.

Month	Unique Individuals	Total Usage Hours
January	67	523.5
February	74	461.75
March	54	476.75
April	71	326.5
May	106	665
June	95	511.25
July	75	459.5
August	80	501.75
September	85	516.5
October	106	665.5
November	112	634.75
December	91	473.75
TOTAL PUBLIC USAGE:		6,216.50

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 December highlights include:

- Olympic Trials Come to Blaine
- Veteran Housing Now Open in Anoka
- Healing through Haircuts



- Stepping Stone Emergency Housing Makes Impact
- Reading Corps Tutors Needed
- Heroes and Helpers Bring Gifts and Cheer

In addition to daily playbacks of North Metro TV News on the cable systems, there are over 447 local stories archived for viewers on the NMTV YouTube page. The page can be accessed through the northmetrotv.com website.

Candy Land

T.J. Tronson recorded the Centennial Middel School's performance of Candy Land in December. He recorded the play with several cameras and then edited the the final product. We can't put the plays on our channels due to copyright issues, but we do record them for the school and make copies available for students and parents.

Meet Your City Staff

News Team members Danika Peterson and Ben Hayle, continued to produce episodes of their new video series called "Meet Your City Staff." In December they introduced viewers new Centerville City Administrator, Mark Statz and new Blaine Police Chief Brian Podany. The intent is to give the public more insight into the people who make things happen and the processes for getting things done in their communities.



City HD Upgrade Update

The City of Lino Lakes has completed the technical part of its HD upgrade. Some work remains to be done on the dais, and final related connections, but the signal coming from City Hall is now HD. Once Alpha Video completed the install of the new equipment, NMTV Video Engineer, purchased and installed the HD transmission equipment. A Makito X encoder, Brightsign, the embedder, HDMI converter, and KanexPro 2x1 switch. This equipment transmits the live HD signal from City Hall to the NMTV head-end. After the equipment was installed, Matt worked with the City's Network Systems Engineer to obtain access to the system with an IP address and an assigned port. The system was tested and is functioning well. CenturyLink was notified of the change in signal from SD to HD and will include the Lino Lakes channel in its next signal sweep for providing an HD channel for Lino Lakes.

City Productions

Municipal Producer, Trevor Scholl, completed five projects in December, and put a lot of work into several ongoing projects.

- Blaine Mayor's MInutes Winter 2017
- Lino Lakes Fire Recruitment
- Centerville Mayor's MInutes Winter 2017
- School Spotlight: Circle Pines and Centennial
- Lexington Mayor's Minutes Winter 2017



New and ongoing projects include:

- Lino Lakes corrections facility piece/slated for completion in January
- Ham Lake Snow Bowl
- Shot Animal Humane Society piece about volunteering
- Circle Pines road maintenance project
- A profile on a new juice bar/yoga studio opening in Blaine
- Contacted more local businesses regarding doing profiles

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

- 12/5/17: Roark reported that the new system drawings have been delivered. NMTV has a link to the drawings and has printed them for a spare copy off-site.

Centerville

- No equipment assistance requested or required.

Circle Pines

- 12/13/17: Tricaster issues. 12/12 meeting did not broadcast video due to system failure. The audio was transmitted so that was recorded for future playbacks with a technical difficulties slate. Swapped out with spare Tricaster from NMTV, but that didn't work either. Working to combine components of two Tricaster units to get a functioning "Frankencaster" for temporary use.
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- 12/4/17: Rebooted the Carousel unit. Every few days it seems that the unit either freezes or shuts down and won't reboot. Tightrope is working on the issue.
- 12/15/17: Got a message from Denise Webster about problems at Ham Lake. The office was closed for the weekend when Matt arrived to troubleshoot.
- 12/18/17: Denise reset the SCALA and fixed video problem. Went out to check on the audio problem and discovered the tuner was dead. Power supply not working. Replaced the tuner with a spare. Issue resolved.
- 12/18/17: Discussed meeting for the first week of the New Year to get things going for the HD upgrade.
- 12/18/17: Replaced Ham Lake Carousel Unit in master control.

Lexington

- No equipment assistance requested or required.

Lino Lakes

- 12/5/17: Sent a follow-up email to Alpha Video requesting new system drawings in advance of install. Originally requested one week ago but have not received. Alpha stated the drawings were not finished. Want to do a thorough examination of the drawings pre-install.
- 12/5/17: Jeff Karlson reported that the outlets are installed at the camera locations. The dais is not done yet, but Jeff will keep NMTV updated.
- 12/8/17: Received drawings for Lino upgrade. Sent copy to Jeff Karlson.
- 12/8/17: Emailed Alpha regarding Haivision encoder and decoder for Lino HD video transmissions. Gave him a deadline for delivery.
- 12/12/17: Completed tear-down of old equipment in the Lino Lakes control room. Kept most of the wires in place for Alpha to determine if re-usable. Three and a half hour project.
- 12/13/17: Went to Lino Lakes and checked on the progress of the install.
- 12/15/17: Went to Lino Lakes and checked on the progress of the install.
- 12/18/17: Check on install and commissioning. All equipment in working order except the wireless audio-assisted listening devices. They still must be installed.
- 12/19/17: Bought a TV for a return feed from Best Buy and a wall mount for a confidence monitor. Dropped off at City Hall.
- 12/19/17: Noted that Expressions training is not needed as NMTV will create and maintain graphics needed for meetings.
- 12/19/17: Installed Makito X Decoder and Frame Sync in master control for Lino Lakes HD transmissions.
- 12/19/17: Installed the Makito X encoder at Lino Lakes and provided network information.
- 12/19/17: Contacted network system engineer to get access from IP address through port for transmission of signal from Lino Lakes to NMTV head-end. The signal was tested and is operational.
- 12/19/17: Ordered an SDI/Analog audio embedder for Lino Lakes transmission.
- 12/21/17: Checked on project status at Lino Lakes. The project is complete with the exception of the dais and audio needs that must be done before the mics can be installed.
- 12/22/17: Checked on project status at Lino Lakes
- 12/27/17: Installed the transmission system at Lino Lakes. Installed the embedder, Brightsign, HDMI convertor, KanexPro 2x1 switch and Makito X in the cooled rack under the workstation. Checked transmission. All working. Checked cameras and made sure

the4 system was installed properly. Will need to come back and make adjustments to the cameras. Video levels not ideal. Will also have to check audio levels once whole system installation is complete.

Spring Lake Park

- 12/15/17: System outputting a frozen image but the audio is working. Will have to troubleshoot.
- 12/18/17: Reset the Makito X decoder and fixed the frozen image.

City Channel 16 Playback Stats

City	Number of Times Programs Played	Hours Programmed on Channel
Blaine	149	180:30:43
Centerville	37	61:28:48
Circle Pines	202	211:08:51
Ham Lake	68	46:14:54
Lexington	99	76:38:13
Lino Lakes	47	81:01:48
Spring Lake Park	94	101:45:12
Totals:	696 Program Playbacks	758:48:29 Hours of Video Programming on Channels

Programs Produced by the Public

Title	Producer	Runtime
Sticks on the Ice	Laurie Sigler	00:28:17
Behind the Ice	Laurie Sigler	00:24:42
Chit Chat: Abe Yorek	Sharon Carlson	00:24:47
Off Constantly: Weather Update	David Bauer	00:00:27
Off Constantly: Parking Ramps	David Bauer	00:21:27
Toastmasters Live! (2 episodes)	Lee Howard	01:27:18
It's Only Food with Chef John Politte ((6 episodes)	John Politte	00:53:12
Every Movie Ever Made (3 episodes)	Ben Daniels/Ryan Frieundschuh, Gavin Van Trease/Eric Houston	01:10:54
Puzzled	Video Club	06:06:22
Cornerstone Church	Rick Bostrom	00:29:00
The Power of Love (4 episodes)	Rick Larson	02:00:00
LovePower (2 episodes)	Ann Sandell	02:00:00
Rice Creek Watershed District Meeting	Theresa Stasica	02:58:00
Monday Motivation With Bukola (5 episodes)	Bukola Oriola	04:13:28
30 New Programs		22:57:34 New Hours

Programs Produced by NMTV Staff

Title	Producer	Runtime
Anoka County Board Meeting (12/08/17)	T.J. Tronson	00:23:46
Anoka County Board Meeting (12/19/17)	T.J. Tronson	01:18:35
North Metro Telecomm Mtg (12/20/17)	T.J. Tronson	00:14:24
Centennial Middle School's Candy Land	T.J. Tronson	01:00:12
NMTV News (3 episodes)	Danika Peterson/Ben Hayle	01:17:44
Your City Staff: Mark Statz	Danika Peterson/Ben Hayle	00:04:50
Your City Staff: Chief Brian Podany	Danika Peterson/Ben Hayle	00:04:38
Lexington Mayor's Minutes Winter 2017	Trevor Scholl	00:05:35

Title cont.	Producer cont.	Runtime cont.
Blaine's Mayor's Minutes Winter 2017	Trevor Scholl	00:06:02
School Spotlight Circle Pines and Centennial	Trevor Scholl	00:11:28
Centerville's Mayor's Minutes Winter 2017	Trevor Scholl	00:06:50
Lino Lakes Fire Recruitment Video	Trevor Scholl	00:06:07
Boys Hockey: Spring Lake Park/Blaine	Kenton Kipp/J. Millington	01:59:38
Girls Basketball: Centennial/Blaine	Kenton Kipp/J. Millington	01:15:26
Girls Hockey: Blaine/Centennial	Kenton Kipp/J. Millington	01:44:24
Boys Hockey: Blaine/Centennial	Kenton Kipp/J. Millington	02:13:48
Boys Basketball: Blaine/Centennial	Kenton Kipp/J. Millington	01:32:13
Coach & Captains: Centennial Football	Kenton Kipp/J. Millington	00:03:02
Coach & Captains: Blaine Boys Hockey	Kenton Kipp/J. Millington	00:03:41
Coach & Captains: Spring Lake Park Girls Basketball	Kenton Kipp/J. Millington	00:03:35
Coach & Captains: Spring Lake Park Boys Basketball	Kenton Kipp/J. Millington	00:02:35
Coach & Captains: Blaine Girls Basketball	Kenton Kipp/J. Millington	00:03:44
Coach & Captains: Spring Lake Park/Irondale Gymnastics	Kenton Kipp/J. Millington	00:03:07
Coach & Captains: Centennial Boys Basketball	Kenton Kipp/J. Millington	00:03:18
Coach & Captains: Blaine Boys Basketball	Kenton Kipp/J. Millington	00:03:18
Coach & Captains: Centennial Girls Basketball	Kenton Kipp/J. Millington	00:03:51
Sports Den (2 episodes)	Kenton Kipp/J. Millington	00:58:59
30 New Programs		15:14:55 New Hours

Programs Produced by City Staff

Title	Producer	Runtime
Blaine City Council Meeting (12/7/17)	Blaine Staff	02:28:37
Blaine Planning Commission Meeting (12/12/17)	Blaine Staff	00:13:36
Blaine Truth In Taxation Meeting (12/14/17)	Blaine Staff	01:07:08
Blaine Natural Resources Conservation Board Meeting (12/19/17)	Blaine Staff	00:32:59
Blaine City Council Meeting (12/21/17)	Blaine Staff	01:54:32
Centerville City Council Meeting (12/13/17)	Centerville Staff	02:11:26
Circle Pines City Council Meeting (12/12/17)	Circle Pines Staff	01:19:00
Circle Pines Planning Commission Meeting (12/18/17)	Circle Pines Staff	01:08:19
Circle Pines Utility Commission Meeting (12/20/17)	Circle Pines Staff	00:32:17
Circle Pines City Council Meeting (12/26/17)	Circle Pines Staff	01:45:17
Ham Lake City Council Meeting (12/4/17)	Ham Lake Staff	00:48:00
Ham Lake City Council Meeting (12/18/17)	Ham Lake Staff	00:23:42
Lexington City Council Meeting (12/7/17)	Lexington Staff	00:32:48
Lexington City Council Meeting (12/21/17)	Lexington Staff	00:54:47
Lino Lakes City Council Meeting (12/11/17)	Lino Lakes Staff	02:08:29
Spring Lake Park City Council Meeting (12/4/17)	Spring Lake Park Staff	01:08:57
Spring Lake Park City Council Meeting	Spring Lake Park Staff	01:03:32

(12/18/17)		
17 New Programs		20:10:26 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.

Northern Natural Gas Public Education and Damage Prevention Program

To: Public Officials, Emergency Responders, and School Officials

Northern Natural Gas is an interstate pipeline that serves the local gas utility company in your area. Northern Natural gas is a high pressure transmission company only, not a distribution company. Our company is headquartered in Omaha, Nebraska, and operated locally from North Branch, Minnesota.

Our company periodically contacts public officials and emergency responders throughout the area in which it operates. These contacts ensure that public entities remain aware of Northern Natural Gas facilities in their area and have contact numbers to reach Northern Natural Gas personnel. We also discuss how public safety departments and Northern Natural Gas employees would work together to respond to a pipeline-related emergency.

Northern Natural Gas has a written damage prevention program which exceeds all state and federal requirements. We sponsor and attend local damage prevention seminars in Minnesota and Wisconsin. A portion of these are for emergency first responders, but most meetings are aimed at educating excavation contractors on how to dig safely. We utilize the Diggers Hotline and the Gopher State One Call line locating network systems. Northern Natural Gas also, drives, walks, and does aerial patrols of its pipeline right-of-ways every year as regulated by the Federal Pipeline and Hazardous Materials Safety Administration Department and Minnesota Office of Pipeline Safety.

Northern Natural Gas marks the location of its pipelines with yellow signs and/or three sided plastic pipeline markers with, "Caution Natural Gas Pipeline" printed on them. Also listed is the phone number **(1-888-367-6671)** for our Operations Communications Center in Omaha, Nebraska which is staffed by operators 24 hours every day.

To avoid damaging a pipeline, excavation should only occur after a pipeline has been physically located by a Northern Natural Gas representative. When excavation activity is planned in the vicinity of a natural gas pipeline, the following steps need to be followed:

1. Call the state one-call organization 48 hours **before** any excavation activity to arrange for a Northern Natural Gas representative to provide free pipeline location service and on-site assistance.
2. Never excavate within 25 feet of a pipeline without a Northern Natural Gas representative present.
3. Prior to excavation near the pipeline, consult the on-site representative for distance requirements.
4. Look for evidence of a pipeline including such things as caution signs, aerial patrol markers, casing vents and above ground pipeline appurtenances.
5. Any excavation within 24-inches of a pipeline shall be by manual means or hydro-vac.

6. Never assume where the location of pipelines are because:

- Pipelines can change directions abruptly between above ground physical evidence.
- Pipeline depths can vary substantially in short distances.
- More than one pipeline may be present.
- Pipelines may have underground connections and appurtenances.

If a pipeline is accidentally damaged, please report it to Northern Natural Gas **immediately** through the Operations Communications Center (1-888-367-6671). Even minor damage, such as a scrape or coating removal, may cause a future safety issue such as a release of natural gas, injury or property damage.

It is important to know that Natural Gas is a very safe and reliable fuel which is non toxic and will not ignite without oxygen and an ignition source. Here is some basic information about our pipelines and facilities.

- Northern Natural Gas pipelines in this area are all steel.
- The pipelines are coated with epoxy or other materials, any damage to this will need to be repaired to prevent corrosion or subsequent failure.
- The sizes of our pipelines range from 2-inches to 30-inches.
- The pressures within our pipes may be as high as 1000 pounds per square inch.
- The pipelines are buried at depths on average of 3-feet, but can be shallow or deeper due to excavations, erosion or farming activities in the area.
- Our town border stations are regulating and metering facilities where the local utility company takes control of the natural gas supply.
- Natural gas in most of Northern Natural Gas's pipelines has no odor. We are only required to odorize in highly populated areas. Odorant is normally added by the local utility company.
- Within our system of pipelines there are various pipeline valve settings. These are located throughout the countryside, some in fenced in areas and others within buildings.

In the event of an emergency inside one of our facilities or at one of our valve settings it is extremely important that first responders DO NOT operate our valves or equipment. Make saving lives and safeguarding the public your priority during an emergency. Notify our Operations Communications Center (**1-888-367-6671**) immediately and establish a "Safe Zone" around the area of concern and wait for Northern Natural Gas employees to arrive on scene. The "Safe Zone" should be approximately 800 feet away from the impact zone and may require evacuation of people to safety. If gas is burning, control secondary fires but do not attempt to put out a natural gas pipeline fire. Company employees will need to isolate the affected areas, which may require activity at remote locations. Northern Natural Gas encourages mutual assistance with first responders to minimize hazards to life and property. We suggest that an on-scene coordinator be assigned to work with parties involved during an emergency. Northern Natural Gas also recognizes any involvement in reporting and reacting to any terrorist activities or vandalism.

Northern Natural Gas promotes the use of its own, as well as other public educational websites. Our website contains helpful information about such things as High Consequence Areas or HCA's. These are sites identified as having higher concentrations of people near our pipeline. The websites listed also have good information about our pipeline right-of-way, excavation safety, emergency response, mapping and important contact information. Through the website you can also send us input, questions or concerns.

Northern Natural Gas Public Education Website

- <http://www.northernnaturalgas.com/safety/Pages/default.aspx>

Gopher State One Call

- <http://gopherstateonecall.org/>

Wisconsin One Call System (Diggers Hotline)

- <http://diggershotline.com/>

Common Ground Alliance (CGA)

- www.commongroundalliance.com

Minnesota Pipeline CAER Association

- <http://www.mncaer.com/index.html>

National Pipeline Mapping System (NPMS)

- <https://www.npms.phmsa.dot.gov/>

National State Fire Marshals Training Site for Emergency Responders

- <http://www.pipelineemergencies.com>

FEMA Emergency Management Institute

- <http://training.fema.gov/EMIWeb/IS/IS100b.asp>

In this packet we have included our brochure "Living Safely with Natural Gas Pipelines", a yellow Operations Communications Center (OCC) business card with the emergency phone number, a Line Locating business card, Material Safety Data Sheet (MSDS) for natural Gas, and a county map of our pipeline in your area.

Please take the time to familiarize yourself and your department personnel with this information. Sharing the knowledge of how to respond to a pipeline emergency will help ensure the safety of the general public and your department personnel.



Northern Natural Gas
North Branch Team
6579 420th Street
Harris, MN 55032
402-530-4488 Telephone
651-674-1959 Fax

Northern Natural Gas personnel are available to meet with your department to discuss Northern Natural Gas Company's facilities, operations and emergency response. If you would like to schedule a meeting to discuss our natural gas facilities please feel free to contact us. We are also interested in participating in any mock emergencies conducted by emergency responders or public officials. We will make every attempt to make our personnel available to meet with you at your convenience.

Thank you for your time, and if you have any questions about Northern Natural Gas Company operations or facilities, please do not hesitate to call.

Marie Daudt
Sr. Operations & Maintenance Technician II
Public Education Coordinator - North Branch Location
(402) 530-3163 Office
(612) 390-1092 Cell

Joe Anderson
Sr. Operations & Maintenance Technician II
North Branch Location
(402) 530-3156 Office
(763) 310-6922 Cell

Northern Natural Gas Company
North Branch Team
6579 420th St
Harris, MN 55032
(651)674-4488

MATERIAL SAFETY DATA SHEET

Natural Gas

Northern Natural Gas Company
1111 S. 103rd St.
Omaha, NE 68124-1000

24 Hr. Company Contact: Operations Communication Center - (888) 367-6671

Emergency Contact: Chemtrec - (800) 424-9300

SECTION #1 - IDENTIFICATION

Product: Natural Gas
CAS Number: 74-82-8
Chemical Family: Aliphatic Hydrocarbon, Alkane Series
Synonyms: Methane, Fuel Gas, Marsh Gas

SECTION #2 - HAZARDOUS CHEMICAL COMPONENTS

<u>%</u>	<u>Material</u>	<u>CAS#</u>	<u>Exposure Limit</u>
> 90	Methane	74-82-8	Simple asphyxiant (ACGIH)
< 5	Ethane	74-84-0	Simple asphyxiant (ACGIH)
< 1	Propane	74-98-6	1000 ppm PEL (OSHA) Simple asphyxiant (ACGIH)

This product is hazardous according to OSHA, 29 CFR 1910.1200. This product normally contains no hazardous components, other than ethane, as defined in OSHA 29 CFR §1910.1200 (i.e., greater than 1%). This product may contain small amounts of heavier hydrocarbons. This product and/or components present at concentrations greater than 0.1% are not carcinogenic according to OSHA, IARC, or NTP. Components of this product are normally within the ranges listed above, however, depending on the geographical source, gas composition may vary.

SECTION #3 - PHYSICAL DATA

Boiling Point: -259 F, 162 C
Vapor Pressure: N/A - Gas
Gas Density (Air = 1): 0.6
Specific Gravity: N/A - Gas
Solubility (H₂O): Very slightly soluble
Evaporation Rate: Gas at normal ambient conditions
Appearance: Colorless gas at normal temperature
Odor: Odorless. If the local utility company has added an odorant, then an unpleasant smell resembling that of rotten eggs or garlic.

SECTION #4 - FIRE FIGHTING & EXPLOSION DATA

Flash Point:	306 F, 187.8 C
Autoignition:	1004 F, 540 C
Flammable Limits in Air:	5% (lower) 15% (upper)
Unusual Fire and Explosion Hazards:	This gas is extremely flammable and forms flammable mixtures with air. It will burn in the open or be explosive in confined spaces. Its vapors are lighter than air and will disperse. A hazard of re-ignition or explosion exists if flame is extinguished without stopping the gas flow.
Extinguishing Media:	Stop the flow of gas. Dry chemical, CO ₂ , or halon. Water can be used to cool the fire but may not extinguish the fire.
Special Fire Fighting Instructions:	Evacuate area upwind of source. Stop gas flow and extinguish fire. If gas source cannot be shut off immediately, equipment and surfaces exposed to the fire should be cooled with water to prevent overheating and explosions. Control fire until gas supply can be shut off.

SECTION #5 - HEALTH HAZARD DATA

Exposure Limits:	See Section # 2.
Effects of Single Overexposure:	
Swallowing:	This product is a gas at normal temperature/pressure. No potential for ingestion expected. Solid and liquefied forms of this material and pressurized gas can cause freeze burns.
Skin Absorption:	This material is not expected to be absorbed through the skin. Solid and liquefied forms of this material and pressurized gas can cause freeze burns.
Inhalation:	Exposure may produce rapid breathing, headache, dizziness, visual disturbances, muscular weakness, tremors, narcosis, unconsciousness, and death, depending on the concentration and duration of exposure.
Skin Contact:	Non-irritating, but solid and liquid forms of this material and pressurized gas can cause frostbite, blisters and redness.
Eye Contact:	This gas is non-irritating; but direct contact with liquefied/pressurized gas or frost particles may produce severe and possible permanent eye damage from freeze burns.
Effects of Repeated Overexposure:	
Medical Conditions Aggravated by Overexposure:	Personnel with pre-existing chronic respiratory diseases should avoid exposure to this material.
Emergency and First Aid Procedures:	
Swallowing:	This product is a gas at normal temperature/pressure and not expected to present a swallowing hazard.
Skin:	Frozen tissues should be flooded or soaked with warm water. DO NOT USE HOT WATER. Cryogenic burns that result in blistering or deeper tissue freezing should be promptly seen by a doctor.
Inhalation:	Immediately move personnel to area of fresh air. For respiratory distress, give air, oxygen, or administer CPR (Cardiopulmonary Resuscitation) if necessary. Obtain medical attention if breathing difficulties continue.
Eyes:	Methane gas is not expected to present an eye irritation hazard. If contacted by liquid/solid, immediately flush the eye(s) gently with warm water for at least 15 minutes. Seek medical attention if pain or redness persists.

SECTION #6 - REACTIVITY & POLYMERIZATION

Stability:	Stable
Conditions to Avoid:	High heat, open flames and other sources of ignition. Explosive reactions can occur between natural gas and oxidizing agents. Spontaneous ignition with chlorine dioxide.
Incompatibility (materials to avoid):	Barium peroxide, chlorine dioxide and strong oxidizing agents.
Hazardous Combustion or Decomposition Products:	Combustion may produce carbon monoxide, carbon dioxide and other harmful substances.
Hazardous Polymerization:	None

SECTION #7 - SPILL, LEAK, & DISPOSAL PROCEDURES

Steps to be Taken in the Event of Spills, Leaks, or Release:	Eliminate all potential sources of ignition. Handling equipment and tools must be grounded to prevent sparking. Evacuate all non-essential personnel to an area upwind. Equip responders with proper protection equipment (as specified in Section # 8) and advise of hazards. Stop sources of release with non-sparking tools before attempting to put out any fire. Ventilate enclosed areas to prevent formation of flammable or oxygen-deficient atmospheres. Water spray may be used to cool equipment or reduce gas accumulation.
Waste Disposal Procedures:	Disposal of containerized gas may be disposal of a hazardous waste. Disposal should be made in accordance with all applicable federal, state, and local laws and regulations.

SECTION # 8 - SPECIAL PROTECTION MEASURES

Ventilation:	Local exhaust and general room ventilation may both be essential in work areas to prevent accumulation of explosive mixtures. If mechanical ventilation is used, electrical equipment must meet National Electric Code requirements.
Eye Protection:	Use chemical-type goggles and face shields when handling liquefied gases. Safety glasses and/or face shields are recommended when handling high-pressure cylinders and piping systems or whenever gases are discharged.
Skin Protection:	If there is a potential for contact with high concentrations of compressed gas, use insulated, impervious plastic or neoprene-coated canvas gloves and protective gear (apron, face shield, etc.) to protect hands and other skin areas.
Respiratory Protection:	For excessive gas concentrations, use only NIOSH/MSHA approved, self-contained breathing apparatus.
Work/Hygiene Practices:	Emergency eye wash fountains and safety showers for first aid treatment of potential freeze burns should be available in the vicinity of any significant exposure from compressed gas release. Personnel should not enter areas where the atmosphere is below 19.5 vol. % oxygen without special procedures/equipment. Respirator use should comply with OSHA 29 CFR 1910.134 or equivalent.

SECTION #9 - SPECIAL PRECAUTIONS - STORAGE & HANDLING

Storage and Handling Conditions:	Store and use cylinders and tanks in well-ventilated areas, away from heat and sources of ignition. No smoking near storage or use. Follow standard procedures for handling cylinders, tanks, and loading/unloading. See NFPA #58 and API 2510. Fixed storage containers must be grounded and bonded during transfer of product.
Naturally Occurring Radioactive Material (NORM):	This product may contain Naturally Occurring Radioactive Material (NORM) and customers should be aware of the potential for NORM within their processing system. The actual concentration of NORM in the product is dependent on the geographical source of the natural gas and storage time prior to its delivery. Process equipment (e.g., lines, filters, pumps and reaction units) may accumulate radioactive daughters and emit gamma radiation during operation. Equipment emitting gamma radiation may be presumed to be internally contaminated with alpha-emitting decay products that may be a hazard if inhaled or ingested. Consult applicable NORM regulations for worker protection guidelines and handling requirements before initiating maintenance operations that require opening contaminated equipment.

SECTION #10 - SHIPPING INFORMATION

Proper Shipping Name:	Methane, Compressed
Hazard Class:	2.1
DOT Identification Number:	UN1971
DOT Shipping Label:	Flammable Gas (red)

SECTION #11 - REGULATORY INFORMATION

Any spill or uncontrolled release of this product, including any substantial threat of release, may be subject to state and federal reporting requirements. Consult those regulations applicable to your facility or operation.

Federal Clean Water Act:

Any spill or release of liquid oils associated with this product into "navigable waters" (essentially any surface water, including certain wetlands) or adjoining shorelines sufficient to cause a visible sheen or deposit a sludge or emulsion must be reported immediately to the National Response Center (1-800-424-8802). Also contact appropriate state and local regulatory agencies as required.

CERCLA Section 103:

The Comprehensive Environmental Response Compensation and Liability Act of 1980 (CERCLA) requires notification to the National Response Center of a release of quantities of Hazardous Substances equal to or greater than the reportable quantities in 40 CFR §302.4. The CERCLA definition of hazardous substances contains a "petroleum exclusion" clause which exempts natural gas, natural gas liquids and any indigenous components of such (e.g., benzene) from the CERCLA Section 103 reporting requirements.

EPCRA Section 304:

The Emergency Planning and Community Right-to-Know Act (EPCRA) requires emergency planning based on Threshold Planning Quantities and release reporting based on reportable quantities in 40 CFR §355. There are no known components present in this product that would require reporting under this statute.

EPCRA Sections 311/312:

The Emergency Planning and Community Right-to-Know Act (EPCRA) requires notification and annual reporting of materials for which maintenance of an MSDS is required. This product is classified under the following hazard categories: Immediate (acute) Health Hazard and Fire Hazard.

EPCRA Section 313:

The Emergency Planning and Community Right-to-Know Act (EPCRA) requires submission of annual reports of the release of toxic chemicals that appear in 40 CFR §372. This product contains no chemicals subject to reporting requirements under this statute.

Toxic Substances Control (TSCA) Status:

The ingredients of this product are on the TSCA inventory.

DISCLAIMER OF EXPRESSED AND IMPLIED WARRANTIES

This information relates only to the material designed and may not be valid for such material used in combination with other materials or in any process. Such information is to the best of this Company's knowledge believed accurate and reliable as of the date indicated. However, no representation, warranty or guarantee is made as to its accuracy, reliability or completeness. It is the user's responsibility to satisfy himself as to the suitability and completeness of such information for his own particular use.

Northern Natural Gas Facilities Anoka County, Minnesota



Know what's below.
Call before you dig.

Minnesota One-Call Center:
800-252-1166

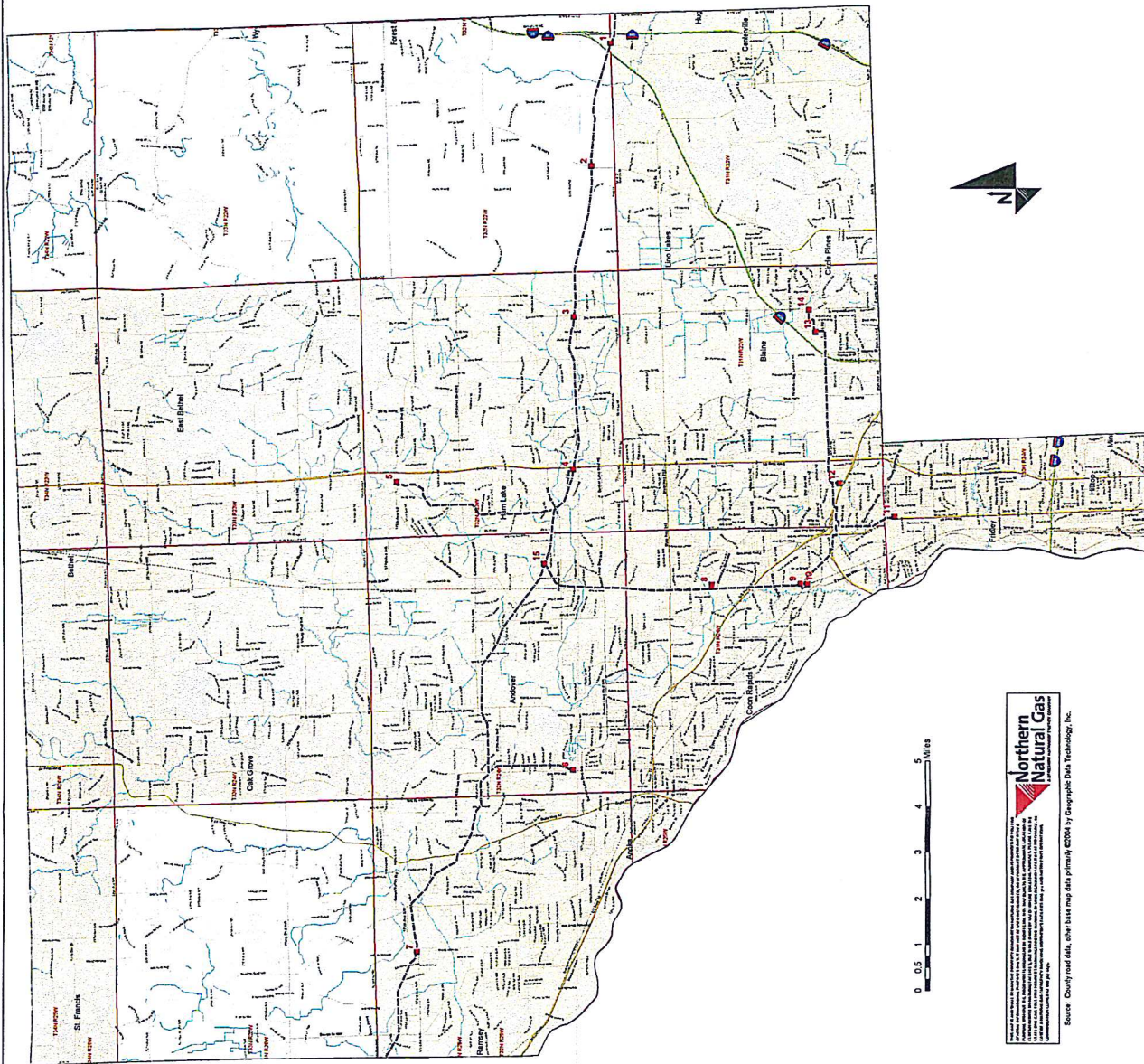
To report a natural gas emergency
call 911 and 1-888-367-6671

■ Natural Gas Facility
— Northern Natural Gas Pipeline

- Natural gas is the only product transported in pipelines operated by Northern
- Pressure can reach as high as 1,000 psi for the majority of the system, one exception near the Grand River facility reaches 1,400
- The maximum potential impact radius (PIR) is 800 feet
- Contact Northern Natural Gas for specific details

#	Location	Address
1	Centerville #1	8398 20th Ave North
2	Lexington #1A	13719 Lake Dr 23
3	Anoka County #1	1422 Lexington Ave
4	Blaine #1A	14218 Hwy 65
5	Ham Lake #1	1232 Northwest Crosstown Blvd
6	Anoka #1	14411 7th Ave Northwest
7	Anoka #1A	County Rd 63
8	Coon Rapids #1	1001 Northdale Blvd
9	Coon Rapids #2	1001 Northdale Blvd
10	Lexington Pooling Point	101st Ave Northwest
11	Minneapolis #1D	1030 Coon Rapids Blvd Ext
12	Spring Lake Park #1	8435 University Ave
13	Blaine #1	9264 Polk St Northeast
14	Lexington #1	7576 Hamline Ave
15	Circle Pines #1	97th Ln & Lexington Ave
	Riverside Station	14800 Prairie Rd. Northwest

Steel Pipeline Sizes: 3 - 20 inch



Northern Natural Gas
A subsidiary of Northern Natural Energy Services, Inc.
Source: County road data, street base map data primarily ©2004 by Geographic Data Technology, Inc.