



**CITY COUNCIL AGENDA
MONDAY, DECEMBER 19, 2016
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. PRESENTATIONS:
 - A. Mayor's Proclamation – Commending Councilmember Bill Nash
7. CONSENT AGENDA:
 - A. Approval of Minutes – December 5, 2016
 - B. Disbursements
 1. General Operations Disbursement Claim No. 16-21 \$188,993.71
 2. Liquor Fund Disbursement Claim No. 16-22 \$199,506.41
 - C. Budget to Date / Statement of Fund Balance
 - D. Resolution 16-40 Calling for a Public Hearing to the Proposed Approval and Issuance of a Housing Program and Revenue Bonds to Finance a Multifamily Housing Development to be Located at 1066 County Highway 10
 - E. Resolution 16-41 Authorizing the Submission of CDBG Application for the Osborne Road Trail Restoration
 - F. Contractor's Request for Payment No. 4/Final – North Valley Inc.
 - G. Contractor's License
 - H. Liquor License
 - I. Sign Permit
 - J. Correspondence
8. POLICE REPORT
9. PARKS AND RECREATION REPORT
10. ORDINANCES AND/OR RESOLUTIONS
 - A. Resolution 16-45 Preliminarily Approving Private Activity Revenue Bonds
 - B. Resolution 16-46 Petition for Dissolution of North Suburban Hospital District
 - C. Ordinance 431 Amending Appendix D of the Zoning Code
 - D. Resolution 16-42 Approving Summary Publication of Ordinance 431
 - E. Ordinance 432 Approving Critical Deficiency Declaration Ordinance
 - F. Resolution 16-43 Approving Summary Publication of Ordinance 432
 - G. Ordinance 433 Amending Fee Schedule
 - H. Resolution 16-44 Approving Summary Publication of Ordinance 433
 - I. Resolution 16-39 Appointing Council Member
11. NEW BUSINESS
 - A. Approval of 2017 General Fund Budget
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 to comment are asked to limit their comments to 3 minutes. In cases where there is a spokesperson representing a group wishing to have their collective opinions voiced, the spokesperson should identify the audience group he/she is representing and may have a maximum of 10 minutes to express the views of the group.
- People wishing to comment are asked to keep their comments succinct and specific.
- Following public input, Councilmembers will have a second opportunity to ask questions of the presenter and/or citizens.
- After everyone wishing to address the subject of the hearing has done so, the Mayor will close the public hearing.
- The City Council may choose to take official action on the proposal or defer action until the next regularly scheduled Council meeting. No further public input will be received at that time.



**MAYOR'S PROCLAMATION
COMMENDING COUNCILMEMBER BILL NASH**

WHEREAS, Bill Nash has served the City of Spring Lake Park with distinction as a Councilmember from January 1, 2011 through December 31, 2016; and

WHEREAS, over the past six years, Bill Nash has devoted an extraordinary amount of time in performance of his duties; and

WHEREAS, in addition to his service on the City Council, Bill Nash served on the Liquor Commission, the Liquor Negotiations Committee and as the School Board Liaison for the City; and

WHEREAS, Bill Nash was a champion for improved facilities for the City, supporting the purchase of the Public Works Facility on 85th and Central Avenues, the mold remediation project at Central Park Liquor and the space needs study for City Hall; and

WHEREAS, Bill Nash recognized the need for the City to increase its tax base by supporting the purchase of the former Nicklow property and the approval of the "Legends of Spring Lake Park" senior housing development; and

WHEREAS, Bill Nash will be remembered for his thoughtfulness, intelligence, and enthusiasm for the work of the City Council, his respectful approach and for generating credibility and respect for the work of the City Council with its members, staff and citizens alike; and

WHEREAS, Bill Nash will also be remembered by the City Council and staff as a true and unwavering "friend of the City."

NOW, THEREFORE, I, Cindy Hansen, Mayor of the City of Spring Lake Park, do hereby commend Councilmember Bill Nash for his many years of distinguished public service and extend my sincerest thanks and appreciation for his time, his considerable skills and his many contributions to Spring Lake Park.

IN WITNESS HEREOF, I have hereunto set my Hand and caused the Seal of the City of Spring Lake Park to be affixed this 19th day of December, 2016.

Cindy Hansen, Mayor

ATTEST:

Daniel R. Buchholtz, MMC, City Clerk

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council was held on December 5, 2016 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 Nash, Nelson, Wendling, and Mayor Hansen

Members Absent: None

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

Visitors: Barbara Goodboe-Bisschoff, 8309 Monroe Street NE
Suzanne Bickford, 1095 Manor Drive NE
Hans Hansen, 8331 Able Street NE
Linda Hamilton, 7856 Monroe Street NE
Margaret Tannen, 7935 Sunnyside Road
Gerald Maeckelbergh, 425 Rice Creek Blvd., Fridley
Stephanie and DJ Tanner, 7535 Lyric Lane NE
Carol Anderson, 8242 Fillmore Street NE
Sara Criger, Allina/Mercy and Unity Hospitals
Helen Strike, Allina/Mercy and Unity Hospitals
Craig Malm, Allina/Mercy and Unity Hospitals
Renee Gast, 12705 Lincoln Street NE
Jack Angerhofer, 724 Holland Lane NE
Owen Metz, Dominion Development
Terry Sween, Dominion Development
John Harriss, BKV Group, Minneapolis
Olivia Alveshere, ABC Newspaper

3. Pledge of Allegiance

4. Additions or Corrections to Agenda - None

5. Discussion From The Floor

Suzanne Bickford, 1095 Manor Drive NE, stated that she has many concerns with the proposed Dominion development. She expressed that the four-story building being proposed is too high and will cause residents living in the apartment building to look onto her property and into her home. She stated that she would like to see conditions added to the Planned Unit Development application that a traffic study be completed before final approval; an eight foot vinyl fence be constructed along her property line and the proposed development; snow removal be done by the property owner and not the city. She also would like to see low lighting, similar to that of the dental office, be used on the property and the planting of full-grown trees to create more privacy.

Linda Hamilton, 7856 Monroe Street NE, reported that Allina Corporation will soon be filing a petition to support changing the services offered at Unity Hospital. She stated that she encouraging residents and the City Council to not support the change. She reported that in her recent campaign door knocking for the North Suburban Hospital Board position, she found that residents are very concerned with the accessibility of health care to them in the community. She stated that many community residents moved to Spring Lake Park due to the city's proximity to Unity Hospital.

Ms. Hamilton stated that there are concerns with the employees and patients with the control over healthcare. She stated that moving the healthcare out Spring Lake Park will not support the community and that the City needs to listen to the concerns of the residents to keep healthcare within the City.

Administrator Buchholtz stated that the City has not received any petitions from the North Suburban Hospital District to dissolve. He reported that the presentation from Allina at this meeting is to educate the Council and public on the One Hospital, Two campus model for healthcare.

Barbara Goodboe-Bisschoff, 8309 Monroe Street NE, stated that she would like to apologize to the Planning Commission and the representatives from the Dominion Group for providing incorrect Planned Unit Development (PUD) information at the Planning Commission meeting. She stated that she has learned that laws can be changed to allow eminent domain on property such as the proposed Dominion project. She asked that a statement prohibiting the usage of eminent domain be added to the contract with Dominion as part of the approval of the project.

Ms. Bisschoff stated that she is working with residents on the flooding at 11 locations within the City. She asked that funding be made available from FEMA, Metropolitan Council and funding from the TIF project to help address the flooding. She stated that she would like to see a meeting with the citizens addressing the concerns would be favorable.

6. Consent Agenda:

Mayor Hansen reviewed the following Consent Agenda items:

- A. Approval of Minutes – November 21, 2016
- B. Contractor's Request for Payment No. 5/Final – Sanitary Lift Station – Meyer Contracting
- C. Licenses:
 1. Contractor's Licenses
 2. Used Car Licenses
 3. Tobacco Licenses
 4. Pawl Broker Licenses
 5. Massage Therapy Licenses (Enterprise and Individual Technician)
 6. Liquor Licenses
 7. Dance Licenses
- D. Memorandum of Understanding between the Teamsters Local 320 and the City
- E. Fourth Quarter Billing for 2017 Payable 2018 Property Tax Assessment – Ken Tolzmann
- F. Correspondence

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

7. Presentation

A. One Hospital, Two Campuses – Changes in Healthcare Delivery for North Metro – Sara Criger, Sr. Vice President – North Region President, Mercy Hospital

Sara Criger, Senior Vice President of Allina explained that Allina is taking a new approach of redefining the health care experience at Unity and Mercy hospitals. She explained that while Unity and Mercy hospitals have been providing the same health care options at both locations however, Allina has noticed a decline in services needed. She stated that by having the ability to combine many similar services at one location, it will cut down on the amount of doctors and staff needed at each location and by grouping like services in one location it will be easier on the patient.

Ms. Criger stated that both facilities will have the most frequently used services available at each existing hospital. She reported that emergency rooms are not closing and will accept patients the same as they always have. She stated that by combining the hospital services, patients will no longer need to worry about traveling to the other hospital to receive specialized care as Allina will provide all the necessary transportation and care to the facility that care is provided.

Ms. Criger reported that in March of 2017, Unity hospital will turn its focus to the mental health and addiction patients. She reported that by having the addiction programs and mental health services provided in one place it will provide for a more healing environment for the the patients.

Ms. Criger stated that security measures have been improved within the hospital and for the staff. She reported Allina will no longer make is any requests for funding to the North Suburban Hospital District for capital improvements to the hospital.

Councilmember Nelson stated that he has many concerns with Unity hospital changing over to mental health care and is concerned with the safety of nursing staff as well as the elimination of positions with this change in the hospital. He stated that he is concerned that there will be great increase in the number of uninsured people using the hospital as a primary care facility. He expressed that he is unhappy to see the healthcare services diminish for seniors in the area.

Ms. Criger stated that the care level at Unity will not diminish and encouraged residents that Unity will be offering the same services as it always has and to utilize the hospital in the same manner as they have been. She stated that Allina shares many of the same concerns of that the City and the residents and, in time, hopes that residents see that the changes will work well for the needs of the community.

8. Public Works Report

Public Works Director Randall reported that the Public Works Department has completed cleaning up the parks for the season; removed the volleyball and tennis court nets; continue to cut brush round the ponds and pumped all the fire hydrants.

Mr. Randall stated that all the streets have been swept and the Department plowed one time in the month of November. He reported that he has reviewed the water table in several the areas that have experienced flooding recently and has been reviewing the sewer lining tapes for repairs next year.

Councilmember Nelson inquired if the thin ice signs have been posted. Mr. Randall reported that the signs are in place for the winter months.

Mayor Hansen thanked the Public Works Department for the lighted decorations at the parks and commented on how nice the light displays look.

9. Code Enforcement Report

Building Official Brainard reported that he attended the Council meetings on November 7 and November 21; a meeting with Substance Church Architects on November 3; a North Suburban Code Officials meeting on November 8; a Department Head meeting on November 8; a Spring Lake Park High School Addition meeting on November 22; and the North Suburban Building Officials meeting on November 29.

Mr. Brainard stated that in November 2016, 43 permits were issued consisting of 23 building permits. He reported that he conducted 163 inspections, including 36 building, 9 mechanical, 9 plumbing, 5 nuisance, 5 certificate of occupancy, 85 rental housing, 5 fire and 9 zoning inspections.

Mr. Brainard reported that the November 2016 vacancy listing shows that there are 14 vacant/foreclosed residential properties currently posted and/or soon posted by the Code Enforcement Department, which remains the same from last month. There are two vacant/foreclosed commercial property, which is remains the same from last month; and 10 residential properties currently occupied and ready for Sheriff Sale's redemption, which is down six from last month. He reported that he did post one abandoned and/or vacant property notice in month of November and conducted five certificate of occupancy inspections; in addition, two Administrative Offense Tickets and six violation notices were issued by the Code Enforcement Department.

Mr. Brainard provided a Christmas Tree Fact Sheet created by the State Fire Marshal Division.

10. Public Hearing

A. Truth in Taxation Public Hearing – 2017 Budget and Property Tax Levy

Mayor Hansen opened the public hearing at 8:05 PM to discuss the 2017 proposed budget and tax levy.

Administrator Buchholtz reviewed the following visuals:

- Graphs showing the 2016 to 2017 Revenue and Expenditure Comparisons
- Pie Chart for 2017 Revenues
- Pie Chart for 2017 Expenditures
- 2017 Budget Highlights

Administrator Buchholtz stated the proposed levy increase is 5.4%, of which the General Government levy will increase by 4.69%. He stated that overall General Fund spending is set to increase by 5.35%. He stated that the City's tax rate will decrease slightly from 54.703% in 2016 to 52.394% in 2017. He reported that the City will be receiving Local Government Aid (LGA) for the fourth time, after previously in 12 years and outlined how these will be used as follows: 1.) fund general fund expenditures; 2.) buy down debt service levy; 3.) purchase capital equipment; 4.) fund State/Federal storm water mandates; and 5.) special projects.

Administrator Buchholtz reported that had the 2016 Legislature passed the Tax Bill, the City would have received an additional \$71,476 in LGA and this would have reduced the levy increase from 5.4% to 3.0%. He stated that cost drivers for the 2017 budget included increases in wages and benefits for City staff, increases in police and fire protection costs, and increases I.T. consultant fees.

Administrator Buchholtz reported that half of the receptionist salary was transferred from the Administration budget to the Code Enforcement budget as the receptionist has been assisting the Building Official with more clerical responsibilities.

Hans Hansen, 8331 Able Street NE, inquired what impact health care costs has on the budget. Administrator Buchholtz stated that the health plan that has been offered to employees in the past was no longer available as an option. He stated that with the existing plan, higher premiums were already being charged; therefore, there was not a large increase in the health care cost.

Mayor Hansen asked for comments from the floor. Hearing none, the public hearing was closed at 8:28 PM.

11. Resolutions and/or Ordinances

A. Ordinance 430, An Ordinance Amending the Official Zoning Map of the City of Spring Lake Park and Creating a New Planned Unit Development District

Planner Carlson provided an overview of the request as it pertains to current land use guidance in the Comprehensive Plan and the official zoning map, its purpose and applicability, permitted uses, the public benefit, the site plan, building specifics relating to building height and materials, landscaping, storm water management and the public benefits.

Planner Carlson reported that in Section 153.151 of the Zoning Code, a Planned Unit Development (PUD) may allow those uses listed as permitted or conditional in the underlying zoning district. He stated that in this project the underlying zoning is R-3 Multiple Family Residence District. He stated that multi-family structures over six units per building are a permitted use.

Planner Carlson reported that the site plan is arranged with one building of four floors plus one level of underground parking. He stated that the building in plan view is similar to the letter "E" with three prongs extending south toward the Manor Drive frontage. He stated that these three extensions of the building present facades of about 70' wide rather than a long façade of 475 feet, which is the actual length of the building along Manor Drive. He explained that toward County Highway 10 there are two main prongs and a shorter one at the main entry.

Planner Carlson noted that a traffic study will be completed along Able Street and Manor Drive prior to final approval. He stated that affordable senior housing generates less traffic than other high intensity uses. He stated that senior drivers do not travel during the peak travel times and the design of the building and parking will create less traffic than what a commercial building would on the site.

Planner Carlson explained that the landscape plan is well designed and generous, providing several special amenities not only to residents but to the public as well. He reported that on Manor Drive near Laddie Road a small "pocket park" is proposed near the intersection. He stated that this would feature special paving, a bench, bike repair station, and a dog waste station. He noted that several improvements will be made to Triangle Park including a walking trail connecting to the proposed development and path lighting.

Planner Carlson explained that stormwater runoff will be addressed in the final details and approvals from the City Engineer and Public Works Director to handle stormwater from this project. He stated that it is known that stormwater runoff and flooding are concerns in the neighborhood and this project will neither

fix those problems nor make them worse. He reported that this project and this site will handle its own stormwater and will not contribute further to the flooding problems in the neighborhood.

Administrator Buchholtz explained that Ordinance 430 grants the development rights and the intent of the proposed development. He noted that the Ordinance grants city staff the right to approve any minor changes to the development plan without having to bring the changes to the Planning Commission and City Council for approval. He stated that the PUD is not adopted until all of the conditions of the memo provided by Planner Carlson are approved. He stated that Attorney Thames will draft the development agreement.

Administrator Buchholtz stated that any issue that is not addressed in the PUD will be addressed through Zoning Code. He noted that the PUD will take precedent and the Zoning Code will apply afterwards.

Councilmember Nelson noted that he supports the language in the Ordinance that allows the City Council to have control over the permitted usage. He stated that he would like to see that larger trees along Manor Drive be planted to help preserve the neighborhood and to allow for privacy for the residents nearby.

John Harriss, BKV Group, reported that the landscaping tree size will be taken into consideration and he was not ready to commit to the size of the trees that will be used. He stated that he would like to see a tree that will survive and be healthy. He stated that the trees that will be planted will be fast growing along Manor Drive. He noted that any existing large trees that are able to be saved during the project development will be.

Administrator Buchholtz stated that the existing billboard on the property will be removed. He also noted that if the Council consensus is of that to have larger trees along the east property line, staff will work with Dominion to include that request in the development agreement. The consensus of the Council was to require larger trees.

MOTION MADE BY COUNCILMEMBER NELSON TO APPROVE ORDINANCE 430 AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF SPRING LAKE PARK AND CREATING A NEW PLANNED UNIT DEVELOPMENT DISTRICT CONTINGENT ON REVISIONS TO THE LANDSCAPE PLAN SHOWING LARGER CALIPER TREES ALONG THE EAST PROPERTY LINE. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

B. Resolution 16-37, A Resolution Approving Summary Publication for Ordinance 430

MOTION MADE BY MAYOR HANSEN TO APPROVE RESOLUTION 16-37 APPROVING SUMMARY PUBLICATION FOR ORDINANCE 410. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

12. New Business

A. Replacement of 800 MHz Portable Radios and Squad Mobile Radios

Chief Ebeltoft reported that in August 2014, the City was notified by Anoka County Radio Report that the existing 800 MHz Portable and Police Squad Mobile Radios were currently 10 years old. He stated that at the time, Anoka County Radio was seeing an increase in repairs to the radios and Motorola was servicing them.

Chief Ebeltoft reported that Motorola indicated they were ending service and not going to guarantee parts on the Squad Mobile Radios after 2018 and the Officer Portable Mobile in 2019. He explained that there are older radios in Anoka County that have not been supported for a few years already and prices of parts are increasing

with availability being limited.

Chief Ebeltoft reported that since 2014, he and Administrator Buchholtz, with the guidance of the City Council, took steps necessary to address a considerable budget shortfall of financing regarding the officer portable radios and mobile squad radios. He stated that replacement of the radios were scheduled in the five-year capital budget for 2017. He explained that he recently received information about equipment cost increases (\$400.00 per radio) taking effect as of January 1, 2017 with the issuance of the new state contract.

Chief Ebeltoft reported of being informed of some existing rebates for our current equipment, due to substantial savings (\$11,500.00), with the existing rebates and a deadline of December 15, 2016 for placing an order to maximize the savings for this purchase to be billed in 2017. He stated that he would like to replace fifteen portable radios and eight mobile squad radios. He stated that the cost for the replacement of these radios will be governed by Minnesota State Contract Pricing #40071. He reported that the total cost for replacement of the stated radios at \$82,487.50.

Chief Ebeltoft stated that the current Radio Replacement Fund has a \$50,113.80 balance. He stated that the 2016 transfer of \$15,000 could be made January 1, 2017, which would bring the Replacement Fund Balance to \$80,113.80. He stated that the remaining balance of \$2,487.60 would be taken from the Police Department Operating Budget for radio repairs.

MOTION MADE BY MAYOR HANSEN TO APPROVE REPLACEMENT OF 800 MHZ PORTABLE RADIOS AND SQUAD MOBILE RADIOS. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

B. Select Finalists for Interviews for Vacant Council Position

Administrator Buchholtz reported the City received six applications from residents interested in the vacant City Council position. He reported that the Council received the applications for review. The consensus of the Council was to interview all six candidates on Monday, December 12, 2016.

C. Xcel Energy Contract for Collection of Fluorescent Lamps

Administrator Buchholtz reported that Xcel Energy has agreed to work with the City on its fluorescent bulb collection. He stated that the Recycling Division and Xcel Energy agreed that the City would arrange the collection of the bulbs. He reported that Xcel Energy will reimburse the City 100% of the cost of collection and the cost of recycling including the cost of transportation, hauling, supplies, administrative expenses and labor costs directly associated with lamp recycling for Xcel residential and small business customers who can prove they have an Xcel account.

Councilmember Wendling suggested that a mailer be mailed to local businesses to make them aware of the recycling. Administrator Buchholtz stated that he will share the suggestion with the Recycling Coordinator.

MOTION MADE BY MAYOR HANSEN TO APPROVE XCEL ENERGY CONTRACT FOR COLLECTION OF FLUORESCENT LAMPS. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

13. Engineer's Report

Engineer Gravel had no new items to report.

14. Attorney's Report

Attorney Thames had no new items to report.

15. ReportsA. Beyond the Yellow Ribbon Report

Councilmember Nelson reported that the Men's Auxiliary has disbanded from the VFW however; the Beyond the Yellow Ribbon group will inherit the activities and events previously hosted by the Men's Auxiliary. He stated that volunteers are needed and encouraged residents to get involved in the group.

16. Other

Councilmember Wendling reported that he attended the Local Government Officials meeting and stated that the fiber optics within Anoka County was discussed. Administrator Buchholtz explained that Anoka County contracted with Zayo to build out the County's fiber optic infrastructure, connecting most government buildings within Anoka County to one central host. He stated that the City of Spring Lake Park had planned to transition into Zayo after the current franchise with Comcast ends. He reported that several capital items were needed to upgrade to become part Zayo. He stated that if the City would pull out of the contract, renegotiation would need to take place, resulting in higher costs to join back into the consortium.

B. Administrator Reports

Administrator Buchholtz stated that Blue Sun Soda Shop has applied to open a bottling operation within their retail space. He reported that Public Hearing will be held by the Planning Commission on Monday, December 12, 2017 to discuss amending the zoning code ordinance relating to bottling plants in commercial districts.

Administrator Buchholtz commended the Planning Commission for their hard work in the past six months. He stated that the Commission held six public hearings and had very good questions for the developer of the Dominion project.

Administrator Buchholtz reported that a public hearing will be held by the City Council on December 19, 2016 for the approval of private activity bonds for the Dominion project.

15. Adjourn

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

The meeting was adjourned at 9:30 P.M.

Attest:

Cindy Hansen, Mayor

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

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

Date: Nov 2016
Page: 1
Claim Res.#16-21

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
61714	#1 HITS OF THE 60'S	EXTENDED TOUR	1,152.00
61715	ASPEN MILLS	UNIFORM ALLOWANCE	300.49
61716	BATTERIES PLUS BULBS	BATTERIES	100.71
61717	BEAVERBROOK TRI-COUNTY SPORTSMAN	TRAINING	250.00
61718	BLUE TOW SERVICE	AUTO SERVICE	740.00
61719	COMCAST	MONTHLY SERVICES	115.42
61720	COMPUTER INTERGRATION TECHNOLOG	OCT SERVICES	1,000.00
61721	COTTENS INC	FILTER/BATTERY	382.40
61722	DODGE OF BURNSVILLE	AUTO REPAIR & SERVICES	747.69
61723	DOUGLAS EBELTOFT	TRAVEL REIMBURSEMENT	1,665.80
61724	ECM PUBLISHERS, INC.	PUBLISHING	198.88
61725	FERGUSON WATERWORKS #2516	GAS MONITOR/CURB ST WRCH	671.27
61726	GOPHER STATE ONE-CALL INC	OCT LOCATES	99.90
61727	HAYGOOD FAMILY ENTERPRISES INC.	EXTENDED TOUR	1,148.00
61728	INNOVATIVE OFFICE SOLUTIONS LLC	SUPPLIES	30.99
61729	J.P. COOKE CO.	OPERATING SUPPLIES	45.95
61730	KAUL DESIN GROUP LLC	LOGO FILES	700.00
61731	KEEPRS, INC	UNIFORM ALLOWANCE	24.08
61732	MICHAEL LEDMAN	INSTRUCTOR FEES	320.00
61733	LORI MALARK	REFUND	35.00
61734	MANSFIELD OIL COMPANY	FUEL	1,384.15
61735	MARGUERITE OHRTMAN	REFUND	37.00
61736	JILL MASON	INSTRUCTOR FEES	231.00
61737	MAXIMUM SOLUTIONS INC	SOFTWARE ANNUAL AGREEMENT	1,175.00
61738	MINNESOTA SAFETY COUNCIL	INSTRUCTOR FEES	288.00
61739	MOON RIVER THEATER	EXTENDED TOUR	1,576.00
61740	NORTH COUNTRY FORD	AUTO SERVICE	635.19
61741	NYSTROM PUBLISHING CO	PUBLISHING: NEWS IN THE PARK	2,492.95
61742	KAY OKEY	TRAVEL REIMBURSEMENT	20.86
61743	PANTHER BASKETBALL PROGRAM	INSTRUCTOR FEES	463.75
61744	PAULINE HANSON	REFUND	20.00
61745	PIERCE ARROW THEATER	EXTENDED TOUR	1,220.00
61746	RENE PERKINS	SERVICES	850.00
61747	RICHFIELD BUS CO	BUS SERVICES	947.50
61748	SAM'S CLUB	YEARLY MEMBERSHIP RENEWEL	315.00
61749	SHRED-IT USA	SHREDDING SERVICES	79.69
61750	OPPORTUNITIES IN EMERGENCY CARE	INSTRUCTOR FEES	140.00
61751	SPRING LAKE PARK LUMBER	BOARDS FOR DUMP TRUCK	87.30
61752	SRIVATSAN SRIDEV	REFUND	15.00
61753	TACTICAL SOLUTIONS INC	CERTIFICATION RADOR UNIT/LASER	299.00
61754	TAHO SPORTSWEAR	BASKETBALL CAMP T-SHIRTS	322.50

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

Date: Nov 2016
Page: 2
Claim Res.#16-21

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
61755	THE BRETT'S SHOW	EXTENDED TOUR	1,132.16
61756	ULINE	SUPPLIES	188.91
61757	VERONICA JOHNSON	REFUND	138.00
61758	WELK RESORT THEATRE	EXTENDED TOUR	2,076.84
61759	WIPERS AND WIPES INC	SUPPLIES	80.68
61761	ALLEN OLEISKY	MEDIATION SERVICES	500.00
61762	PEGGY ANDERSON	REIMBURSE MILEAGE	25.92
61764	ASPEN MILLS	UNIFORM ALLOWANCE	161.30
61765	AT & T MOBILITY	MONTHLY SERVICES	887.62
61766	AUTOMATIC SYSTEMS CO	SERVICES	663.00
61767	LUANN BURGER	INSTRUCTOR FEES	866.25
61768	CARSON, CLELLAND & SCHREDER	LEGAL FEES	9,254.82
61769	CENTERPOINT ENERGY	MONTHLY UTILITIES	544.76
61770	COLE INFORMATION	REVERSE DIRECTORY	469.00
61771	COMPUTER INTERGRATION TECHNOLOG	MONTHLY BILLING	1,000.00
61772	CONNEXUS ENERGY	MONLY UTILITIES	11.69
61773	COTTENS INC	SUPPLIES	44.61
61774	DENA BRUNETTE	MILEAGE REIMBURSEMENT	51.84
61775	DIANE QUINTANA	REFUND OVERPAYMENT WTR BILL	1,881.76
61776	ECM PUBLISHERS, INC.	PUBLISHING	290.25
61777	ENGAGE TECHNOLOGIES CORP	HDYRO KLEAN WORK	991.00
61779	G & K SERVICES	MATS	77.47
61780	GOPHER BEARING CO	MOUNTED UNITES BALL BRGS	150.18
61781	HD SUPPLY WATERWORKS	SINGLE PORT WIRED UNITS	4,054.95
61782	HYDRO KLEAN	PIPE PROGRAM	9,122.78
61783	INNOVATIVE OFFICE SOLUTIONS LLC	SUPPLIES	223.04
61784	INSTRUMENTAL RESEARCH INC	TOTAL COLIFORM BACTERIA	64.00
61785	JIFFY-JR PRODUCTS	SUPPLIES	184.62
61786	KIYOKO WEHLAND	REFUND OVERPAYMENT WTR BILL	189.04
61787	LEAGUE OF MN CITIES	MN MAYOR ASSOC MEMBERSHIP	30.00
61788	MARSHALL CONCRETE PRODUCTS INC	CONCRETE	1,059.70
61789	METROPOLITAN COUNCIL	WASTE WATER SERVICES	40,896.76
61790	MICHAEL YANKEE	REFUND OVERPAYMENT WTR BILL	139.93
61791	CITY OF MINNEAPOLIS	APS TRANSACTIONS	224.10
61792	NETWORK ACCESS PRODUCTS INC	PARKS CAMERA MONITORING	850.00
61793	NORTHLAND SECURITIES INC	SERVICES	2,800.00
61794	OFFICE DEPOT	SUPPLIES	192.04
61795	ON SITE SANITATION INC	RESTROOMS	31.50
61796	PERFECT 10 CAR WASH	AUTO SERVICE	20.97
61797	PERMIT WORKS	RENTAL LICENSE MODULE/SUPPORT	2,853.00
61798	RILEY BUS SERVICE INC	BUS SERVICES	1,500.00

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

Date: Nov 2016
Page: 3
Claim Res.#16-21

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
61799	SCHAAF FLORAL	MEMORIAL FLOWERS	252.50
61800	SHIRLEE VAN HORN	REFUND	100.00
61801	SLP FIRE DEPARTMENT	FIRE PROTECTION	16,588.00
61802	TASC	ADMIN FEE	30.08
61803	U.S.T.I.	UB BILLINGS	10.24
61804	WASTE MANAGEMENT OF WI-MN	SERVICES	6,900.02
61805	XCEL ENERGY	MONTHLY UTILITIES	11,984.36
61806	ZIEGLER INC	TRUCK PAN OIL,PLUGS SEAL O-RINGS	698.05
61807	AFLAC	PAYROLL	40.70
61808	CENTRAL PENSION FUND	PAYROLL	260.04
61809	DEARBORN NATIONAL	PAYROLL	419.82
61810	DELTA DENTAL	PAYROLL	1,508.45
61811	DELTA DENTAL	M.MALONEY DENTAL COBRA	118.95
61812	FIDELITY SECURITY LIFE	PAYROLL	33.63
61813	HEALTH PARTNERS	PAYROLL	10,315.07
61814	L.E.L.S.	PAYROLL	245.00
61815	LOCAL 49	PAYROLL	102.00
61816	NCPERS MINNESOTA-7750811	PAYROLL	56.00
61817	AIR TRAVEL GROUP	EXTENDED TOUR	4,900.00
61818	AL AND MARY MISKO	REFUND-MICHIGAN BOAT CRUISE	40.00
61819	BARB AND ROBERT PASS	REFUND-MICHIGAN BOAT CRUISE	40.00
61820	BEVERLY KRONSTEDT	REFUND-MICHIGAN BOAT CRUISE	20.00
61821	BEVERLY ORTON	REFUND-MICHIGAN BOAT CRUISE	20.00
61822	BILL AND GAYLE TURNQUIST	REFUND-MICHIGAN BOAT CRUISE	40.00
61823	CAROL OBERLANDER	REFUND-MICHIGAN BOAT CRUISE	20.00
61824	COTTENS INC	SUPPLIES	41.22
61825	DEAN AND CHERYLENE WAGNER	REFUND-MICHIGAN BOAT CRUISE	40.00
61826	DIESEL & IMPORT AUTO/TRUCK SERVICE	SERVICES	1,576.20
61827	DON LUNDHOLM	REFUND EXTENDED TOUR	2,125.00
61828	DOUG AND DAWN FULTON	REFUND-MICHIGAN BOAT CRUISE	40.00
61829	Eckberg Lammers Briggs Wolff & Vierling	PROFESSIONAL SERVICES	997.50
61830	FRANK AND SHARON MATHIS	REFUND-MICHIGAN BOAT CRUISE	40.00
61831	GERALD AND BARBARA ADELMANN	REFUND-MICHIGAN BOAT CRUISE	40.00
61832	GINGER POGAINIS	REFUND-MICHIGAN BOAT CRUISE	20.00
61833	HAROLD AND GRACE KURTZ	REFUND-MICHIGAN BOAT CRUISE	40.00
61834	HILARY AND ROSE NEU	REFUND-MICHIGAN BOAT CRUISE	40.00
61835	JAMES AND MARY FIGNAR	REFUND-MICHIGAN BOAT CRUISE	40.00
61836	JAMES AND PATRICIA MCGRATH	REFUND-MICHIGAN BOAT CRUISE	40.00
61837	JOAN KAY NESETRIL	REFUND-MICHIGAN BOAT CRUISE	20.00
61838	JUDY AND GREG GRAU	REFUND	138.00
61839	JUDY JENSEN	REFUND EXTENDED TOUR	2,125.00

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

Date: Nov 2016
 Page: 4
 Claim Res.#16-21

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
61840	JUDY SOLOMAN	REFUND-MICHIGAN BOAT CRUISE	20.00
61841	KAREN AND JAMES HINRICHES	REFUND	200.00
61842	LARRY AND KATHY GERE	REFUND	200.00
61843	LARRY AND KATHY GERE	REFUND-MICHIGAN BOAT CRUISE	40.00
61844	LEEANN BEACH	REFUND-MICHIGAN BOAT CRUISE	20.00
61845	LES AND MARGO KUIVANEN	REFUND-MICHIGAN BOAT CRUISE	240.00
61846	MANSFIELD OIL COMPANY	FUEL	2,289.75
61847	MARCIA MCKEE	REFUND-MICHIGAN BOAT CRUISE	20.00
61848	MARGARET E JACOBSON	REFUND-MICHIGAN BOAT CRUISE	20.00
61849	MARIAN LUDFORD	REFUND-MICHIGAN BOAT CRUISE	20.00
61850	MARY KEMPTON	REFUND	100.00
61851	MICHAEL AND FRANCESCA WELSH	REFUND-MICHIGAN BOAT CRUISE	40.00
61852	MTI DISTRIBUTING INC	BELT	63.53
61853	PAMELA REITER	REFUND-MICHIGAN BOAT CRUISE	20.00
61854	PATRICIA VITULLO	REFUND	100.00
61855	ROBERT AND JOANN MCNEIL	REFUND-MICHIGAN BOAT CRUISE	40.00
61856	RUTH LORD	REFUND-MICHIGAN BOAT CRUISE	20.00
61857	SHARON HANNAN	REFUND-MICHIGAN BOAT CRUISE	20.00
61858	SUZANNE WILD	REFUND-MICHIGAN BOAT CRUISE	20.00
61859	TWIN CITIES BMEU WEST	REC WINTER BROCHURE	1,987.04
61860	WELLS FARGO CREDIT CARD	MONTHLY BILLING	977.94
61861	ALOHA ENGHOL	ELECTION JUDGE	153.75
61862	BARBARA GOODBOE-BISSCHOFF	ELECTION JUDGE	16.50
61863	CATHY WETMORE	ELECTION JUDGE	181.50
61864	CHERYL ENSENBACH	ELECTION JUDGE	153.75
61865	COMCAST	MONTHLY SERVICES	115.42
61866	COMMERS PRINTING INC	PRINTING	324.63
61867	CONNEXUS ENERGY	MONTHLY UTILITIES	306.74
61868	COON RAPIDS CHRYSLER	AUTO SERVICE	19.95
61869	DAVID WALLENTINY	ELECTION JUDGE	148.63
61870	EMERGENCY AUTOMOTIVE TECHNOLOG	AUTO SERVICE	524.50
61871	G & K SERVICES	MATS	77.47
61872	JENNY GOODEN	MILEAGE REIMBURSEMENT	51.57
61873	H & L MESABI INC	8" GRADER CURB RUNNER	2,309.00
61874	LYNDA HAMMER	ELECTION JUDGE	169.13
61875	LEONARD HAMMERUD	ELECTION JUDGE	169.13
61876	KAY HANSEN	ELECTION JUDGE	153.75
61877	HERB HOPPENSTEDT	ELECTION JUDGE	187.00
61878	KAREN HOKANSON	ELECTION JUDGE	153.75
61879	JOANN HYDEMAN	ELECTION JUDGE	153.75
61880	JUDY ANN ROGGE	ELECTION JUDGE	153.75

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

Date: Nov 2016
Page: 5
Claim Res.#16-21

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
61881	JUDY McCLARY	ELECTION JUDGE	148.63
61882	JULIE ANN ZEULI	ELECTION JUDGE	174.25
61883	DELORES KOTHMAN	ELECTION JUDGE	181.50
61884	LORRAINE RYAN	ELECTION JUDGE	128.13
61885	MARILYNN FORSBERG	ELECTION JUDGE	169.13
61886	MARYANN GRABA	ELECTION JUDGE	187.00
61887	MICHAEL MOREHOUS	ELECTION JUDGE	153.75
61888	CITY OF MINNEAPOLIS	APS TRANSACTIONS	178.20
61889	LISA MONSON-HOKENSON	ELECTION JUDGE	181.50
61890	NORSAN	SUPPLIES	187.11
61891	ANN O'DONNELL	ELECTION JUDGE	153.75
61892	MARY KAY PILTZ	ELECTION JUDGE	148.63
61893	ALICE PROKOTT	ELECTION JUDGE	148.63
61894	ELEANOR PUUMALA	ELECTION JUDGE	181.50
61895	ROBERTA BUTLER	ELECTION JUDGE	148.63
61896	KATHY ROTHAM	ELECTION JUDGE	184.25
61897	NANCY ROSE-BALAMUT	ELECTION JUDGE	184.25
61898	SANDRA CONNOR	ELECTION JUDGE	153.75
61899	ARETI SPIROPOULOU-PETERSON	ELECTION JUDGE	153.75
61900	SHIRLEY STEVERMER	ELECTION JUDGE	153.75
61901	SUSAN FIELD	ELECTION JUDGE	169.13
61902	SUSAN MEANS	ELECTION JUDGE	153.75
61903	TEAGAN HUGHES	REFUND	100.00
61904	ERNA THOMLEY	ELECTION JUDGE	153.75
61905	DEAN WALDVOGEL	ELECTION JUDGE	148.63
61906	KENNETH WENDLING	ELECTION JUDGE	148.63
61907	AFLAC	PAYROLL	40.70
61908	CENTRAL PENSION FUND	PAYROLL	260.04
61909	DEARBORN NATIONAL	PAYROLL	419.82
61910	DELTA DENTAL	PAYROLL	1,508.45
61911	FIDELITY SECURITY LIFE	PAYROLL	33.63
61912	HEALTH PARTNERS	PAYROLL	10,315.07
61913	L.E.L.S.	PAYROLL	245.00
61914	LOCAL 49	PAYROLL	102.00
61915	NCPERS MINNESOTA-7750811	PAYROLL	56.00
61916	ANOKA COUNTY	MEETING	11.00
TOTAL DISBURSEMENTS			199,506.41

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

FUND: LIQUOR OPERATIONS

<u>VOUCHER VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
29395 SILENT WATCHDOG	DVR MONITORING	\$ 60.00
29396 US BANK	CASH - ATM REFILL	\$ 5,000.00
29410 DEARBORN NATIONAL	PAYROLL 10/30/16-11/12/16	\$ 31.25
29411 DELTA DENTAL	PAYROLL 10/30/16-11/12/16	\$ 130.86
29412 FIDELY SECURITY LIFE	PAYROLL 10/30/16-11/12/16	\$ 3.45
29413 HEALTH PARTNERS	PAYROLL 10/30/16-11/12/16	\$ 564.44
29414 MN TEAMSTER	PAYROLL 10/23/16-11/5/16	\$ 66.00
29415 AMERICAN BOTTLING COMPANY	JUICE/MIX/POP PURCHASE	\$ 186.54
29416 ARTISAN BEER COMPANY	BEER PURCHASE	\$ 260.00
29417 AT & T MOBILITY	CELL PHONE SERVICE	\$ 95.00
29418 BERNICK'S WINE	CREDIT - BEER PURCHASE	\$ 375.55
29419 BREAKTHRU BEVERAGE MN	CREDIT - BEER PURCHASE	\$ 2,822.24
29420 CAPITOL BEVERAGE SALES	CREDIT - BEER PURCHASE	\$ 2,721.85
29421 CENTER POINT ENERGY	GAS SERVICE	\$ 47.70
29422 DAHLHEIMER BEVERAGE LLC	BEER PURCHASE	\$ 2,125.50
29423 DEPARTMENT OF PUBLIC SAFETY	BUYERS CARD	\$ 20.00
29424 FUENTE & NEWMAN	CIGAR PURCHASE	\$ 142.74
29425 HOHENSTEINS INC	BEER PURCHASE	\$ 360.00
29426 J.C. NEWMAN CIGAR CO	CIGAR PURCHASE	\$ 493.88
29427 JJ TAYLOR COMPANIES	CREDIT - BEER PURCHASE	\$ 11,932.67
29428 JOHNSON BROTHERS LIQUOR CO	CREDIT - BEER - WINE PURCHASE	\$ 8,196.98
29429 M AMUNDSON LLP	CIGARETTE PURCHASE - JUICE/MIX/POP	\$ 4,118.61
29430 PAUSTIS & SON'S	WINE PURCHASE	\$ 269.25
29431 PHILLIPS WINE & SPIRITS CO	LIQUOR - WINE PURCHASE	\$ 996.12
29432 SAM'S CLUB	CREDIT CARD PAYMENT	\$ 153.17
29433 SOUTHERN GLAZER'S OF MN	LIQUOR PURCHASE	\$ 3,110.37
29434 TRIO SUPPLY COMPANY	OPERATING SUPPLIES	\$ 247.62
29435 US BANK	CHANNEL WALL SIGN	\$ 3,796.04
29436 XCEL ENERGY	ELECTRICITY	\$ 1,748.04
29437 Z WINES USA LLC	WINE PURCHASE	\$ 237.50
29438 BELLBOY CORPORATION	LIQUOR PURCHASE	\$ 1,047.45
29439 BERNICK'S WINE	BEER PURCHASE	\$ 149.78
29440 BREAKTHRU BEVERAGE MN	CREDIT - LIQUOR - WINE PURCHASE	\$ 9,426.48
	BEER - JUICE/MIX/POP PURCHASE	
29441 CAPITOL BEVERAGE SALES	CREDIT - BEER PURCHASE	\$ 8,152.10
29442 CITYWIDE WINDOW SERVICES INC	CONTRACTUAL SERVICE	\$ 31.00
29443 CRYSTAL SPRINGS ICE	ICE PURCHASE	\$ 42.56
29444 DAHLHEIMER BEVERAGE LLC	BEER PURCHASE	\$ 392.40
29445 G & K Services	RUG SERVICE	\$ 63.93
29446 GREAT LAKES COCA-COLA	JUICE/MIX/POP PURCHASE	\$ 382.36
29447 HOHENSTEINS INC	BEER PURCHASE	\$ 135.00
29448 JJ TAYLOR COMPANIES	CREDIT - BEER PURCHASE	\$ 2,718.08
29449 JOHNSON BROTHERS LIQUOR CO	CREDIT - LIQUOR - WINE PURCHASE	\$ 30,228.67
29450 PAUSTIS & SON'S	WINE PURCHASE	\$ 1,062.47
29451 PHILLIPS WINE & SPIRITS CO	CREDIT LIQUOR - WINE PURCHASE	\$ 1,444.04
29452 POPP.COM	TELEPHONE SERVICE	\$ 452.81
29453 RED BULL DISTRIBUTION CO.	CREDIT - JUICE/MIX/POP PURCHASE	\$ 77.58
29454 SOUTHERN GLAZER'S OF MN	LIQUOR - WINE PURCHASE	\$ 1,525.17
29455 VINOCOPIA INC	WINE PURCHASE	\$ 412.50
29456 WINE MERCHANTS	LIQUOR - WINE PURCHASE	\$ 6,056.45

FUND: LIQUOR OPERATIONS

<u>VOUCHER VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
29457 Z WINES USA LLC	WINE PURCHASE	\$ 270.00
29458 DEARBORN NATIONAL	PAYROLL 11/13/16-11/26-16	\$ 31.25
29459 DELTA DENTAL	PAYROLL 11/13/16-11/26/16	\$ 130.86
29460 FIDELITY SECURITY LIFE	PAYROLL 11/13/16-11/26/16	\$ 3.45
29461 HEALTH PARTNERS	PAYROLL 11/13/16-11/26-16	\$ 564.44
29462 MN TEAMSTER	PAYROLL 11/6/16-11/19/16	\$ 60.50
29463 ARTISAN BEER COMPANY	BEER PURCHASE	\$ 155.10
29464 BAUHAUS BREW LABS	BEER PURCHASE	\$ 323.50
29465 BELLBOY CORPORATION	LIQUOR PURCHASE	\$ 369.55
29466 BERNICK'S WINE	BEER PURCHASE	\$ 629.35
29467 BREAKTHRU BEVERAGE MN	BEER PURCHASE	\$ 12,268.05
29468 CAPITOL BEVERAGE SALES	BEER - JUICE/MIX/POP PURCHASE	\$ 2,176.94
29469 DAHLHEIMER BEVERAGE LLC	BEER PURCHASE	\$ 443.11
29470 HOHENSTEINS INC	BEER PURCHASE	\$ 336.00
29471 JJ TAYLOR COMPANIES	BEER PURCHASE	\$ 5,830.57
29472 JOHNSON BROTHERS LIQUOR CO	LIQUOR - WINE PURCHASE	\$ 6,563.00
29473 PAUSTIS & SON'S	WINE PURCHASE	\$ 233.42
29474 PHILLIPS WINE & SPIRITS CO	LIQUOR - WINE PURCHASE	\$ 866.00
29475 PLUNKETT'S INC	PEST CONTROL	\$ 29.58
29476 RED BULL DISTRIBUTION CO	JUICE/MIX/POP PURCHASE	\$ 81.50
29477 SAM'S CLUB	CREDIT CARD PAYMENT	\$ 33.50
29478 SOUTHERNGLZAER'S OF MN	LIQUOR - WINE PURCHASE	\$ 6,490.51
29479 TRIO SUPPLY COMPANY	OPERATING SUPPLIES	\$ 143.76
29480 VARNER TRANSPORTATION	FREIGHT CHARGES	\$ 750.95

TRANSFER TO PAYROLL	PAYROLL (11/10/16)	9,590.44
TRANSFER TO PAYROLL	PAYROLL (11/23/16)	9,663.67
	PAYROLL (Vac. Buy Back)	1,086.51
	SALES TAX (OCT.)	15,754.00
	OTP TAX (OCT.)	-
	TOTAL DISBURSEMENTS	\$ 188,993.71

WHEREAS,

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

WHEREAS,

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

are proper.

NOW, THEREFORE BE IT RESOLVED:

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

Signed: _____
Mayor

Councilmembers:

ATTEST:

Daniel Buchholtz, Administrator/Clerk-Treasurer

MEMORANDUM

DATE: December 14, 2016

TO: Mayor, City Council and Dept. Heads

FROM: Peggy K. Anderson, Accountant



RE: Budget to Date

(as of November 30, 2016)

Attached is the November, 2016 Budget to Date for revenue and expenditures. A strict adherence to the year-to-date ratio would have each expenditure line item with **8.33% remaining**. The overall General Fund ratio is **23.03%**.

CITY OF SPRING LAKE PARK
Statement of Revenue and Expenditures

Revised Budget
 For GENERAL FUND (101)
 For the Fiscal Period 2016-11 Ending November 30, 2016

Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues						
Revenues						
101.00000.31010	CURRENT TAXES	\$ 0.00	\$ 20,000.00	\$ 2,771,985.00	\$ 1,462,941.49	47.22%
101.00000.31020	DELINQ TAXES	0.00	0.00	0.00	12,226.19	0.00%
101.00000.31910	PENALTIES & INTEREST	0.00	0.00	0.00	5,973.62	0.00%
101.00000.32110	LIQUOR LICENSES	0.00	11,450.00	32,800.00	24,391.64	25.64%
101.00000.32178	PAWN INVESTIGATION FEE	0.00	100.00	0.00	100.00	0.00%
101.00000.32179	PAWN SHOP LICENSES	0.00	1,042.00	6,252.00	6,252.00	0.00%
101.00000.32180	CIGARETTE,DANCE,BINGO,MISC	0.00	3,200.00	5,200.00	6,025.00	(15.87%)
101.00000.32181	SIGN PERMITS	0.00	440.00	5,500.00	3,452.00	37.24%
101.00000.32208	CONTRACTORS LICENSES	0.00	455.00	6,500.00	7,405.00	(13.92%)
101.00000.32210	BUILDING PERMIT	0.00	7,164.68	55,000.00	83,832.64	(52.42%)
101.00000.32211	BUILDING PERMIT SURCHARGES	0.00	317.65	3,000.00	3,040.38	(1.35%)
101.00000.32230	PLUMBING PERMIT	0.00	220.00	4,000.00	4,753.00	(18.83%)
101.00000.32231	PLUMBING PERMIT SURCHARGES	0.00	4.00	300.00	100.00	66.67%
101.00000.32232	HEATING & A/C PERMITS	0.00	1,360.00	8,000.00	11,465.38	(43.32%)
101.00000.32233	HTG & A/C SURCHARGES	0.00	32.50	400.00	266.18	33.46%
101.00000.32240	PET LICENSE	0.00	14.00	500.00	409.00	18.20%
101.00000.32260	CERTIFICATE OF OCCUPANCY	0.00	400.00	2,000.00	3,550.00	(77.50%)
101.00000.32261	VACANT PROPERTY REGISTRATIO	0.00	200.00	4,000.00	5,200.00	(30.00%)
101.00000.33401	LOCAL GOVERNMENT AID	0.00	0.00	335,218.00	167,609.00	50.00%
101.00000.33404	PERA INCREASE AID	0.00	0.00	5,775.00	2,887.50	50.00%
101.00000.33407	STATE FIRE AID	0.00	0.00	422,930.00	0.00	100.00%
101.00000.33416	POLICE TRAINING REIMB	0.00	0.00	3,600.00	3,121.61	13.29%
101.00000.33421	INSURANCE PREMIUM-POLICE	0.00	0.00	75,000.00	88,889.67	(18.52%)
101.00000.34102	ZONING LETTERS	0.00	50.00	0.00	100.00	0.00%
101.00000.34103	SPEC USE,ZONING,SUB-DIV	0.00	735.00	1,800.00	9,950.00	(452.78%)
101.00000.34104	PLAN CHECKING FEES	0.00	179.00	12,000.00	26,342.30	(119.52%)
101.00000.34105	SALE OF MAPS,COPIES ETC	0.00	45.25	300.00	360.60	(20.20%)
101.00000.34107	ASSESSMENT SEARCHES	0.00	0.00	100.00	250.00	(150.00%)
101.00000.34108	ADMINISTRATION SAC CHARGES	0.00	0.00	70.00	0.00	100.00%
101.00000.34109	FILING FEES	0.00	0.00	60.00	135.00	(125.00%)
101.00000.34111	ADM. GAMBLING EXPENSES	0.00	0.00	32,554.00	0.00	100.00%
101.00000.34115	GUN RANGE FACILITY USE	0.00	120.00	0.00	705.00	0.00%
101.00000.34117	ROOM-FACILITY RENTAL	0.00	0.00	0.00	50.00	0.00%
101.00000.34201	POLICE & FIRE ALARM PERMIT	0.00	0.00	1,500.00	0.00	100.00%
101.00000.34204	RENTAL HOUSING REGISTRATION	0.00	14,035.00	55,000.00	39,935.00	27.39%
101.00000.34205	RIGHT OF WAY APPLICATIONS	0.00	0.00	3,500.00	1,028.70	70.61%
101.00000.34801	INSURANCE DIVIDENDS	0.00	0.00	8,000.00	0.00	100.00%
101.00000.34949	RESTITUTION	0.00	0.00	0.00	0.96	0.00%
101.00000.34950	REFUNDS & REIMB	0.00	63.35	4,000.00	4,813.20	(20.33%)
101.00000.35101	COURT FINES	0.00	2,729.56	90,000.00	47,757.31	46.94%
101.00000.35102	ADM OFFENSE FINES	0.00	315.00	4,000.00	2,530.00	36.75%
101.00000.35347	TEP-GENERAL FUND PORTION 25	0.00	304.77	0.00	15,849.32	0.00%
101.00000.35349	MN DRIVING DIVERSION PROGRA	0.00	0.00	500.00	700.00	(40.00%)
101.00000.35350	DETOX TRANSPORTATION	0.00	0.00	200.00	30.00	85.00%
101.00000.36210	INTEREST EARNINGS	0.00	97.46	20,000.00	(1,170.49)	105.85%
101.00000.36901	LIAISON OFFICER	0.00	18,294.00	72,964.00	73,121.00	(0.22%)

CITY OF SPRING LAKE PARK
Statement of Revenue and Expenditures

12/14/2016 12:29pm

Page 2

Revised Budget
 For GENERAL FUND (101)
 For the Fiscal Period 2016-11 Ending November 30, 2016

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
101.00000.39100 CPWL REIM FOR SERVICES	0.00	0.00	4,500.00	0.00	100.00%
101.00000.39101 RECYCLE PARK PRGM-REIM FOR	0.00	0.00	0.00	792.50	0.00%
101.00000.39202 TRANSFER FROM PUBLIC UTILITY	0.00	0.00	46,350.00	0.00	100.00%
101.00000.39203 CONTRIBUTION FROM LIQUOR	0.00	0.00	75,000.00	0.00	100.00%
101.00000.39206 TRANSFER FROM RECYCLING FU	0.00	0.00	2,500.00	0.00	100.00%
101.00000.39207 TRANSFER FROM RECREATION	0.00	0.00	60,000.00	0.00	100.00%
Total Revenues	0.00	83,368.22	4,242,858.00	2,127,171.70	49.86%
Total GENERAL FUND Revenues	\$ 0.00	\$ 83,368.22	\$ 4,242,858.00	\$ 2,127,171.70	49.86%

Expenditures

MAYOR AND COUNCIL Expenditures

101.41110.01030 PART TIME EMPLOYEES	\$ 0.00	\$ 4,222.28	\$ 31,296.00	\$ 29,804.34	4.77%
101.41110.01211 DEFINED CONTR PLAN/PERA	0.00	211.14	1,685.00	1,490.39	11.55%
101.41110.01220 FICA/MC CONTRIBUTIONS-EMPLO	0.00	323.00	2,395.00	2,280.00	4.80%
101.41110.01510 WORKERS COMPENSATION	0.00	0.00	80.00	49.00	38.75%
101.41110.02100 OPERATING SUPPLIES	0.00	0.00	511.00	292.12	42.83%
101.41110.03310 TRAVEL EXPENSE	0.00	0.00	250.00	0.00	100.00%
101.41110.03500 PRINTING & PUBLISHING	0.00	0.00	1,550.00	0.00	100.00%
101.41110.04300 CONFERENCE & SCHOOLS	0.00	11.00	2,010.00	38.00	98.11%
101.41110.04330 DUES & SUBSCRIPTIONS	0.00	30.00	8,774.00	2,530.00	71.16%
101.41110.04955 DISCRETIONARY	0.00	252.50	5,150.00	1,145.24	77.76%
Total MAYOR AND COUNCIL Expenditures	0.00	5,049.92	53,701.00	37,629.09	29.93%

ADMINISTRATION Expenditures

101.41400.01010 FULL TIME EMPLOYEES	0.00	30,250.96	299,235.00	287,212.22	4.02%
101.41400.01050 VACATION BUY BACK	0.00	0.00	2,450.00	0.00	100.00%
101.41400.01210 PERA CONTRIBUTIONS-EMPLOYE	0.00	2,143.65	22,380.00	21,356.86	4.57%
101.41400.01220 FICA/MC CONTRIBUTIONS-EMPLO	0.00	2,287.71	23,005.00	21,606.79	6.08%
101.41400.01300 HEALTH INSURANCE	0.00	5,072.06	54,181.00	50,122.35	7.49%
101.41400.01313 PRUDENTIAL LIFE INSURANCE	0.00	24.07	247.00	235.67	4.59%
101.41400.01510 WORKERS COMPENSATION	0.00	0.00	2,500.00	1,530.16	38.79%
101.41400.02000 OFFICE SUPPLIES	0.00	141.09	3,715.00	1,597.80	56.99%
101.41400.02030 PRINTED FORMS	0.00	0.00	1,377.00	1,143.80	16.94%
101.41400.02100 OPERATING SUPPLIES	0.00	469.00	625.00	508.32	18.67%
101.41400.02220 POSTAGE	0.00	0.00	3,445.00	2,868.64	16.73%
101.41400.03210 TELEPHONE	0.00	52.61	800.00	526.42	34.20%
101.41400.03310 TRAVEL EXPENSE	0.00	423.90	3,300.00	3,227.19	2.21%
101.41400.03500 PRINTING & PUBLISHING	0.00	0.00	360.00	204.25	43.26%
101.41400.03550 COUNTY FEES FOR SERVICE	0.00	0.00	2,500.00	17.77	99.29%
101.41400.04050 MAINTENANCE AGREEMENTS	0.00	0.00	6,519.00	6,700.91	(2.79%)
101.41400.04300 CONFERENCE & SCHOOLS	0.00	0.00	5,935.00	4,130.42	30.41%
101.41400.04330 DUES & SUBSCRIPTIONS	0.00	90.00	570.00	633.20	(11.09%)
101.41400.04390 US BANK CC REBATE-MISCELLAN	0.00	0.00	0.00	(1,420.33)	0.00%
101.41400.04500 CONTRACTUAL SERVICES	0.00	39.84	5,345.00	5,729.99	(7.20%)
Total ADMINISTRATION Expenditures	0.00	40,994.89	438,489.00	407,932.43	6.97%

ASSESSOR Expenditures

101.41500.04000 CONTRACTUAL SERVICE	0.00	0.00	35,500.00	26,218.50	26.15%
-------------------------------------	------	------	-----------	-----------	--------

CITY OF SPRING LAKE PARK
Statement of Revenue and Expenditures

Revised Budget
For GENERAL FUND (101)
For the Fiscal Period 2016-11 Ending November 30, 2016

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Total ASSESSOR Expenditures	0.00	0.00	35,500.00	26,218.50	26.15%
AUDIT & ACCTG SERVICES Expenditures					
101.41540.03010 AUDIT & ACCTG SERVICES	0.00	0.00	9,415.00	9,446.00	(0.33%)
Total AUDIT & ACCTG SERVICES Expenditures	0.00	0.00	9,415.00	9,446.00	(0.33%)
I.T. SERVICES Expenditures					
101.41600.04000 I.T. SERVICES	0.00	1,000.00	23,490.00	16,407.69	30.15%
Total I.T. SERVICES Expenditures	0.00	1,000.00	23,490.00	16,407.69	30.15%
LEGAL FEES Expenditures					
101.41610.03040 LEGAL FEES	0.00	9,076.69	125,000.00	89,895.36	28.08%
Total LEGAL FEES Expenditures	0.00	9,076.69	125,000.00	89,895.36	28.08%
ENGINEERING FEES Expenditures					
101.41710.03030 ENGINEERING FEES	0.00	0.00	9,000.00	2,683.50	70.18%
Total ENGINEERING FEES Expenditures	0.00	0.00	9,000.00	2,683.50	70.18%
PLANNING & ZONING Expenditures					
101.41720.02100 OPERATING SUPPLIES	0.00	0.00	117.00	0.00	100.00%
101.41720.02220 POSTAGE	0.00	0.00	150.00	164.63	(9.75%)
101.41720.03500 PRINTING & PUBLISHING	0.00	0.00	400.00	731.05	(82.76%)
101.41720.04000 PLANNER FEES	0.00	0.00	1,000.00	0.00	100.00%
Total PLANNING & ZONING Expenditures	0.00	0.00	1,667.00	895.68	46.27%
GOVERNMENT BUILDING Expenditures					
101.41940.01010 FULL TIME EMPLOYEES	0.00	1,310.50	13,522.00	12,539.06	7.27%
101.41940.01013 OVERTIME	0.00	34.40	0.00	313.68	0.00%
101.41940.01020 ON CALL SALARIES	0.00	167.06	0.00	314.47	0.00%
101.41940.01050 VACATION BUY BACK	0.00	0.00	269.00	0.00	100.00%
101.41940.01210 PERA CONTRIBUTIONS-EMPLOYE	0.00	93.72	1,026.00	967.70	5.68%
101.41940.01220 FICA/MC CONTRIBUTIONS-EMPLO	0.00	113.73	1,027.00	994.73	3.14%
101.41940.01300 HEALTH INSURANCE	0.00	182.98	3,300.00	1,950.11	40.91%
101.41940.01313 PRUDENTIAL LIFE INSURANCE	0.00	1.04	13.00	11.44	12.00%
101.41940.01510 WORKERS COMPENSATION	0.00	0.00	500.00	0.00	100.00%
101.41940.02100 OPERATING SUPPLIES	0.00	235.62	7,500.00	8,874.75	(18.33%)
101.41940.02200 REPAIR & MAINTENANCE	0.00	187.11	7,200.00	4,448.61	38.21%
101.41940.02280 UNIFORMS,SAFETY SHOES	0.00	0.00	750.00	124.20	83.44%
101.41940.03210 TELEPHONE	0.00	0.00	9,000.00	6,094.97	32.28%
101.41940.03810 ELECTRIC UTILITIES	0.00	1,770.18	22,000.00	19,638.82	10.73%
101.41940.03830 GAS UTILITIES	0.00	273.46	20,000.00	9,150.77	54.25%
101.41940.03841 RUBBISH REMOVAL	0.00	0.00	4,150.00	2,516.15	39.37%
101.41940.04000 CONTRACTUAL SERVICE	0.00	0.00	940.00	212.87	77.35%
101.41940.07000 PERMANENT TRANSFERS OUT	0.00	0.00	9,014.00	0.00	100.00%
Total GOVERNMENT BUILDING Expenditures	0.00	4,369.80	100,211.00	68,152.33	31.99%
POLICE PROTECTION Expenditures					
101.42100.01010 FULL TIME EMPLOYEES	0.00	143,043.91	983,188.00	977,688.70	0.56%
101.42100.01013 OVERTIME	0.00	16,832.15	99,500.00	55,504.72	44.22%

CITY OF SPRING LAKE PARK
Statement of Revenue and Expenditures

12/14/2016 12:29pm

Page 4

Revised Budget
 For GENERAL FUND (101)
 For the Fiscal Period 2016-11 Ending November 30, 2016

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
101.42100.01050 VACATION BUY BACK	0.00	0.00	5,000.00	0.00	100.00%
101.42100.01210 PERA CONTRIBUTIONS-EMPLOYE	0.00	23,961.39	153,825.00	155,402.14	(1.03%)
101.42100.01220 FICA/MC CONTRIBUTIONS-EMPLO	0.00	3,065.51	25,144.00	22,660.18	9.88%
101.42100.01300 HEALTH INSURANCE	0.00	16,660.73	148,000.00	131,563.65	11.11%
101.42100.01313 PRUDENTIAL LIFE INSURANCE	0.00	80.93	665.00	644.89	3.02%
101.42100.01510 WORKERS COMPENSATION	0.00	0.00	25,000.00	28,452.43	(13.81%)
101.42100.02000 OFFICE SUPPLIES	0.00	192.04	3,600.00	1,427.11	60.36%
101.42100.02030 PRINTED FORMS	0.00	324.63	1,000.00	561.11	43.89%
101.42100.02040 RANGE EQUIP & SUPPLIES	0.00	280.00	7,550.00	5,792.24	23.28%
101.42100.02100 OPERATING SUPPLIES	0.00	204.86	3,500.00	528.22	84.91%
101.42100.02120 MOTOR FUELS & LUBRICANTS	0.00	922.85	23,700.00	13,151.96	44.51%
101.42100.02220 POSTAGE	0.00	0.00	1,900.00	443.48	76.66%
101.42100.03050 MEDICAL EXPENSE	0.00	0.00	2,000.00	273.00	86.35%
101.42100.03210 TELEPHONE	0.00	285.00	3,400.00	3,013.48	11.37%
101.42100.03211 DATA SERVICES	0.00	245.14	16,992.00	9,605.68	43.47%
101.42100.03300 CLOTHING & PERSONAL EQUIP	0.00	388.71	9,970.00	5,409.83	45.74%
101.42100.03310 TRAVEL EXPENSE	0.00	397.51	500.00	899.99	(80.00%)
101.42100.03421 800 MHZ RADIO	0.00	0.00	2,006.00	1,299.12	35.24%
101.42100.04000 CONTRACTUAL SERVICE	0.00	338.85	16,860.00	10,534.21	37.52%
101.42100.04050 MAINTENANCE AGREEMENTS	0.00	0.00	4,000.00	4,079.30	(1.98%)
101.42100.04060 AUTO EQUIPMENT REPAIR	0.00	2,688.30	20,000.00	17,816.18	10.92%
101.42100.04070 OTHER EQUIPMENT REPAIR	0.00	0.00	3,500.00	1,943.20	44.48%
101.42100.04300 CONFERENCE & SCHOOLS	0.00	1,234.05	12,050.00	8,906.85	26.08%
101.42100.04330 DUES & SUBSCRIPTIONS	0.00	45.00	1,485.00	1,430.00	3.70%
101.42100.05000 CAPITAL OUTLAY	0.00	0.00	35,472.00	30,009.40	15.40%
101.42100.07000 PERMANENT TRANSFERS OUT-800	0.00	7.89	25,355.00	733.02	97.11%
Total POLICE PROTECTION Expenditures	0.00	211,199.45	1,635,162.00	1,489,774.09	8.89%
FIRE PROTECTION Expenditures					
101.42200.04000 CONTRACTUAL SERVICE	0.00	16,588.00	199,057.00	182,468.00	8.33%
101.42200.04935 STATE FIRE AID	0.00	0.00	422,930.00	0.00	100.00%
101.42200.05000 CAPITAL OUTLAY	0.00	0.00	29,439.00	29,440.00	0.00%
Total FIRE PROTECTION Expenditures	0.00	16,588.00	651,426.00	211,908.00	67.47%
CODE ENFORCEMENT Expenditures					
101.42300.01010 FULL TIME EMPLOYEES	0.00	11,985.16	78,600.00	77,874.30	0.92%
101.42300.01030 PART TIME EMPLOYEES	0.00	2,853.00	10,080.00	4,055.29	59.77%
101.42300.01050 VACATION BUY BACK	0.00	0.00	1,462.00	0.00	100.00%
101.42300.01210 PERA CONTRIBUTIONS-EMPLOYE	0.00	674.16	5,858.00	5,615.81	4.13%
101.42300.01220 FICA/MC CONTRIBUTIONS-EMPLO	0.00	907.70	6,855.00	5,880.98	14.21%
101.42300.01300 HEALTH INSURANCE	0.00	1,229.10	9,850.00	9,116.99	7.44%
101.42300.01313 PRUDENTIAL LIFE INSURANCE	0.00	6.42	51.00	49.22	3.49%
101.42300.01510 WORKERS COMPENSATION	0.00	0.00	1,450.00	276.30	80.94%
101.42300.02000 OFFICE SUPPLIES	0.00	17.49	500.00	43.47	91.31%
101.42300.02100 OPERATING SUPPLIES	0.00	131.40	1,300.00	710.86	45.32%
101.42300.02120 MOTOR FUELS & LUBRICANTS	0.00	61.53	1,600.00	884.25	44.73%
101.42300.02200 REPAIR & MAINTENANCE	0.00	0.00	1,000.00	47.43	95.26%
101.42300.03210 TELEPHONE	0.00	52.61	1,000.00	527.51	47.25%
101.42300.03310 TRAVEL EXPENSE	0.00	(76.00)	150.00	264.38	(76.25%)

CITY OF SPRING LAKE PARK
Statement of Revenue and Expenditures

12/14/2016 12:29pm

Page 5

Revised Budget
 For GENERAL FUND (101)
 For the Fiscal Period 2016-11 Ending November 30, 2016

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
101.42300.04300 CONFERENCE & SCHOOLS	0.00	0.00	1,000.00	579.00	42.10%
101.42300.04330 DUES & SUBSCRIPTIONS	0.00	0.00	2,000.00	2,535.55	(26.78%)
Total CODE ENFORCEMENT Expenditures	0.00	17,842.57	122,756.00	108,461.34	11.64%
STREET DEPARTMENT Expenditures					
101.43000.01010 FULL TIME EMPLOYEES	0.00	12,615.90	127,722.00	120,657.43	5.53%
101.43000.01013 OVERTIME	0.00	236.07	7,361.00	3,268.86	55.59%
101.43000.01020 ON CALL SALARIES	0.00	208.47	2,518.00	1,401.58	44.34%
101.43000.01050 VACATION BUY BACK	0.00	0.00	1,310.00	0.00	100.00%
101.43000.01210 PERA CONTRIBUTIONS-EMPLOYE	0.00	856.41	10,557.00	9,275.63	12.14%
101.43000.01220 FICA/MC CONTRIBUTIONS-EMPLO	0.00	977.60	10,821.00	9,419.30	12.95%
101.43000.01300 HEALTH INSURANCE	0.00	1,698.64	23,105.00	16,786.11	27.35%
101.43000.01313 PRUDENTIAL LIFE INSURANCE	0.00	9.57	107.00	98.20	8.22%
101.43000.01510 WORKERS COMPENSATION	0.00	0.00	9,000.00	8,326.61	7.48%
101.43000.02120 MOTOR FUELS & LUBRICANTS	0.00	1,242.23	18,000.00	8,943.14	50.32%
101.43000.02150 SHOP MATERIALS	0.00	0.00	2,000.00	2,160.68	(8.03%)
101.43000.02200 REPAIR & MAINTENANCE	0.00	1,622.36	7,500.00	8,172.52	(8.97%)
101.43000.02210 EQUIPMENT PARTS	0.00	1,486.49	6,000.00	6,313.30	(5.22%)
101.43000.02221 TIRES	0.00	0.00	760.00	222.34	70.74%
101.43000.02224 STREET MAINT SUPPLIES	0.00	0.00	1,393.00	0.00	100.00%
101.43000.02226 SIGNS & STRIPING	0.00	0.00	6,000.00	3,886.35	35.23%
101.43000.02280 UNIFORMS,SAFETY SHOES	0.00	0.00	1,690.00	849.44	49.74%
101.43000.03210 TELEPHONE	0.00	17.53	370.00	175.43	52.59%
101.43000.04000 CONTRACTUAL SERVICE	0.00	0.00	840.00	253.10	69.87%
101.43000.04300 CONFERENCE & SCHOOLS	0.00	0.00	400.00	477.50	(19.38%)
101.43000.04330 DUES & SUBSCRIPTIONS	0.00	45.00	100.00	45.00	55.00%
Total STREET DEPARTMENT Expenditures	0.00	21,016.27	237,554.00	200,732.52	15.50%
RECREATION DEPARTMENT Expenditures					
101.45100.01010 FULL TIME EMPLOYEES	0.00	24,858.99	207,245.00	199,981.73	3.50%
101.45100.01040 TEMPORARY EMPLOYEES	0.00	0.00	13,700.00	10,363.51	24.35%
101.45100.01050 VACATION BUY BACK	0.00	0.00	2,600.00	0.00	100.00%
101.45100.01210 PERA CONTRIBUTIONS-EMPLOYE	0.00	1,750.70	15,669.00	14,884.86	5.00%
101.45100.01220 FICA/MC CONTRIBUTIONS-EMPLO	0.00	1,870.47	17,165.00	15,826.39	7.80%
101.45100.01300 HEALTH INSURANCE	0.00	3,986.58	33,231.00	31,081.99	6.47%
101.45100.01313 PRUDENTIAL LIFE INSURANCE	0.00	20.95	176.00	166.35	5.48%
101.45100.01510 WORKERS COMPENSATION	0.00	0.00	1,700.00	567.72	66.60%
101.45100.02000 OFFICE SUPPLIES	0.00	0.00	1,625.00	2,459.03	(51.32%)
101.45100.02220 POSTAGE	0.00	1,987.04	6,800.00	6,666.69	1.96%
101.45100.02290 RECREATION EQUIP SUPPLIES	0.00	55.12	2,200.00	1,961.78	10.83%
101.45100.03310 TRAVEL EXPENSE	0.00	0.00	1,000.00	690.99	30.90%
101.45100.03500 PRINTING & PUBLISHING	0.00	0.00	9,857.00	6,288.37	36.20%
101.45100.04300 CONFERENCE & SCHOOLS	0.00	0.00	1,400.00	20.00	98.57%
101.45100.04330 DUES & SUBSCRIPTIONS	0.00	135.00	435.00	556.29	(27.88%)
Total RECREATION DEPARTMENT Expenditures	0.00	34,664.85	314,803.00	291,515.70	7.40%
PARKS DEPARTMENT Expenditures					
101.45200.01010 FULL TIME EMPLOYEES	0.00	14,319.11	133,160.00	127,615.20	4.16%
101.45200.01013 OVERTIME	0.00	251.84	7,211.00	4,517.35	37.35%

CITY OF SPRING LAKE PARK
Statement of Revenue and Expenditures

Revised Budget
 For GENERAL FUND (101)
 For the Fiscal Period 2016-11 Ending November 30, 2016

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
101.45200.01020 ON CALL SALARIES	0.00	167.10	2,518.00	1,615.90	35.83%
101.45200.01050 VACATION BUY BACK	0.00	0.00	2,474.00	0.00	100.00%
101.45200.01210 PERA CONTRIBUTIONS-EMPLOYE	0.00	890.61	10,943.00	9,816.85	10.29%
101.45200.01220 FICA/MC CONTRIBUTIONS-EMPLO	0.00	1,111.09	11,305.00	10,119.86	10.48%
101.45200.01300 HEALTH INSURANCE	0.00	2,042.46	23,103.00	18,400.64	20.35%
101.45200.01313 PRUDENTIAL LIFE INSURANCE	0.00	9.62	107.00	98.81	7.65%
101.45200.01510 WORKERS COMPENSATION	0.00	0.00	10,500.00	8,861.63	15.60%
101.45200.02100 OPERATING SUPPLIES	0.00	0.00	1,000.00	643.93	35.61%
101.45200.02120 MOTOR FUELS & LUBRICANTS	0.00	1,201.20	17,000.00	8,358.87	50.83%
101.45200.02200 REPAIR & MAINTENANCE	0.00	46.16	7,000.00	8,906.74	(27.24%)
101.45200.02205 LAKESIDE PK EXP TO BE REIM	0.00	0.00	0.00	6,616.85	0.00%
101.45200.02210 EQUIPMENT PARTS	0.00	213.71	3,000.00	5,182.35	(72.75%)
101.45200.02221 TIRES	0.00	0.00	600.00	998.64	(66.44%)
101.45200.02225 LANDSCAPING MATERIALS	0.00	0.00	8,600.00	8,010.74	6.85%
101.45200.02280 UNIFORMS,SAFETY SHOES	0.00	0.00	1,700.00	849.44	50.03%
101.45200.02290 RECREATION EQUIP SUPPLIES	0.00	0.00	1,530.00	2,499.15	(63.34%)
101.45200.03210 TELEPHONE	0.00	42.39	232.00	495.74	(113.68%)
101.45200.03810 ELECTRIC UTILITIES	0.00	334.00	3,800.00	3,948.90	(3.92%)
101.45200.03830 GAS UTILITIES	0.00	132.84	4,000.00	2,315.68	42.11%
101.45200.03841 RUBBISH REMOVAL	0.00	0.00	300.00	63.87	78.71%
101.45200.04190 SATELLITE RENTAL	0.00	31.50	1,300.00	1,399.50	(7.65%)
101.45200.04300 CONFERENCE & SCHOOLS	0.00	0.00	800.00	72.50	90.94%
101.45200.04500 CONTRACTUAL SERVICES	0.00	0.00	760.00	253.10	66.70%
101.45200.04901 LAKESIDE PARK EXPENSE	0.00	0.00	11,500.00	11,500.00	0.00%
Total PARKS DEPARTMENT Expenditures	0.00	20,793.63	264,443.00	243,162.24	8.05%
FORESTRY Expenditures					
101.45300.02100 OPERATING SUPPLIES	0.00	0.00	46.00	0.00	100.00%
101.45300.04000 CONTRACTUAL SERVICE	0.00	0.00	1,000.00	0.00	100.00%
101.45300.04300 CONFERENCE & SCHOOLS	0.00	0.00	545.00	390.00	28.44%
Total FORESTRY Expenditures	0.00	0.00	1,591.00	390.00	75.49%
MISCELLANEOUS Expenditures					
101.49000.01300 HEALTH INSURANCE	0.00	30.08	0.00	90.24	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	42,013.44	6.64%
101.49000.04390 MISCELLANEOUS	0.00	0.00	1,000.00	5,788.48	(478.85%)
101.49000.04420 SURCHARGES-PLMG	0.00	0.00	200.00	54.00	73.00%
101.49000.04430 SURCHARGES-HTG	0.00	0.00	400.00	94.68	76.33%
101.49000.04440 SURCHARGES-BLDG	0.00	0.00	2,000.00	2,557.01	(27.85%)
101.49000.07000 PERMANENT TRANSFERS OUT	0.00	0.00	170,000.00	10,000.00	94.12%
Total MISCELLANEOUS Expenditures	0.00	30.08	218,650.00	60,597.85	72.29%
Total GENERAL FUND Expenditures	\$ 0.00	\$ 382,626.15	\$ 4,242,858.00	\$ 3,265,802.32	23.03%
GENERAL FUND Excess of Revenues Over Expenditures	\$ 0.00	\$ (299,257.93)	\$ 0.00	\$ (1,138,630.62)	0.00%

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

For the Fiscal Period 2016-11 Ending November 30, 2016

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Total Revenues	\$ 0.00	\$ 83,368.22	\$ 4,242,858.00	\$ 2,127,171.70	49.86%
Total Expenditures	\$ 0.00	\$ 382,626.15	\$ 4,242,858.00	\$ 3,265,802.32	23.03%
Total Excess of Revenues Over Expenditures	\$ 0.00	\$ (299,257.93)	\$ 0.00	\$ (1,138,630.62)	0.00%

CITY OF SPRING LAKE PARK
Statement of Revenue and Expenditures

Revised Budget
 For PUBLIC UTILITIES OPERATIONS (601)
 For the Fiscal Period 2016-11 Ending November 30, 2016

Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues						
Revenues						
601.00000.34950	MISC REVENUE-NSF CHRGS	\$ 0.00	\$ 14.09	\$ 0.00	815.90	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	(19,633.30)	460,950.00	409,344.06	11.20%
601.00000.37103	SALES TAX COLLECTED	0.00	0.00	5,000.00	5,241.75	(4.84%)
601.00000.37104	PENALTIES/WATER	0.00	2,387.29	6,000.00	6,908.32	(15.14%)
601.00000.37109	SAFE DRINKING WATER FEE	0.00	4.17	13,928.00	13,906.89	0.15%
601.00000.37111	ADMINISTRATIVE CHARGE	0.00	469.27	68,000.00	71,564.98	(5.24%)
601.00000.37115	ESTIMATE READING CHRG	0.00	0.00	50.00	35.00	30.00%
601.00000.37151	WATER RECONNECT-CALL OUT F	0.00	26.58	1,200.00	1,533.33	(27.78%)
601.00000.37170	WATER PERMITS	0.00	0.00	100.00	0.00	100.00%
601.00000.37171	WATER PERMIT SURCHARGES	0.00	0.00	10.00	0.00	100.00%
601.00000.37172	WATER METER SALES & INSTALLA	0.00	0.00	1,000.00	1,818.09	(81.81%)
601.00000.37201	SEWER COLLECTIONS	0.00	263.84	790,100.00	751,580.93	4.88%
601.00000.37204	PENALTIES-SEWER	0.00	4,909.77	15,000.00	14,248.23	5.01%
601.00000.37250	SEWER CONNECTION CHARGES	0.00	0.00	2,700.00	0.00	100.00%
601.00000.37270	SEWER PERMITS	0.00	0.00	100.00	75.00	25.00%
601.00000.37271	SEWER PERMIT SURCHARGES	0.00	0.00	10.00	0.00	100.00%
601.00000.37273	SEWER HOOK-UP CHARGES	0.00	0.00	150.00	0.00	100.00%
601.00000.39206	TRANSFER FROM RECYCLING FU	0.00	0.00	1,000.00	0.00	100.00%
Total Revenues		0.00	(11,558.29)	1,415,298.00	1,277,072.48	9.77%
Total PUBLIC UTILITIES OPERATIONS Revenues		\$ 0.00	\$ (11,558.29)	\$ 1,415,298.00	\$ 1,277,072.48	9.77%

Expenditures

WATER DEPARTMENT Expenditures

601.49400.01010	FULL TIME EMPLOYEES	\$ 0.00	\$ 10,025.16	\$ 100,916.00	96,922.00	3.96%
601.49400.01013	OVERTIME	0.00	284.39	7,061.00	3,909.55	44.63%
601.49400.01020	ON CALL SALARIES	0.00	83.55	2,421.00	1,338.68	44.71%
601.49400.01040	TEMPORARY EMPLOYEES	0.00	616.00	19,100.00	12,547.24	34.31%
601.49400.01050	VACATION BUY BACK	0.00	0.00	950.00	0.00	100.00%
601.49400.01210	PERA CONTRIBUTIONS-EMPLOYE	0.00	665.01	8,280.00	7,548.35	8.84%
601.49400.01220	FICA/MC CONTRIBUTIONS-EMPLO	0.00	826.68	9,979.00	8,664.94	13.17%
601.49400.01300	HEALTH & DENTAL INSURANCE	0.00	1,454.16	18,606.00	14,805.15	20.43%
601.49400.01313	LIFE INSURANCE	0.00	8.04	95.00	84.83	10.71%
601.49400.01510	WORKERS COMPENSATION	0.00	0.00	6,500.00	6,413.47	1.33%
601.49400.02000	OFFICE SUPPLIES	0.00	13.49	800.00	184.79	76.90%
601.49400.02030	PRINTED FORMS	0.00	0.00	2,000.00	1,019.11	49.04%
601.49400.02100	OPERATING SUPPLIES	0.00	0.00	800.00	389.20	51.35%
601.49400.02120	MOTOR FUELS & LUBRICANTS	0.00	123.04	4,000.00	1,760.52	55.99%
601.49400.02200	REPAIR & MAINTENANCE	0.00	440.92	48,500.00	56,683.41	(16.87%)
601.49400.02210	EQUIPMENT PARTS	0.00	0.00	1,000.00	656.24	34.38%
601.49400.02220	POSTAGE	0.00	0.00	2,500.00	1,837.12	26.52%
601.49400.02221	TIRES	0.00	0.00	1,000.00	0.00	100.00%
601.49400.02222	STREET REPAIRS	0.00	0.00	1,000.00	1,180.00	(18.00%)
601.49400.02261	WATER TESTING	0.00	64.00	800.00	648.00	19.00%
601.49400.02262	WATER METER & SUPPLIES	0.00	0.00	5,500.00	6,541.76	(18.94%)

CITY OF SPRING LAKE PARK

Statement of Revenue and Expenditures

Revised Budget
 For PUBLIC UTILITIES OPERATIONS (601)
 For the Fiscal Period 2016-11 Ending November 30, 2016

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
601.49400.02264 SAFE DRINKING WATER FEE	0.00	0.00	13,844.00	10,434.04	24.63%
601.49400.02280 UNIFORM ALLOWANCE	0.00	0.00	950.00	623.92	34.32%
601.49400.03010 AUDIT & ACCTG SERVICES	0.00	0.00	2,502.00	2,502.00	0.00%
601.49400.03030 ENGINEERING FEES	0.00	0.00	1,000.00	1,250.25	(25.03%)
601.49400.03040 LEGAL FEES	0.00	0.00	300.00	0.00	100.00%
601.49400.03210 TELEPHONE	0.00	43.84	900.00	457.92	49.12%
601.49400.03310 TRAVEL EXPENSE	0.00	0.00	1,200.00	642.45	46.46%
601.49400.03500 PRINTING & PUBLISHING	0.00	2,492.95	7,000.00	9,378.74	(33.98%)
601.49400.03600 INSURANCE	0.00	0.00	8,900.00	8,244.20	7.37%
601.49400.03870 WATER USAGE-CITY OF BLAINE	0.00	0.00	4,000.00	2,340.16	41.50%
601.49400.04000 CONTRACTUAL SERVICE	0.00	0.00	5,850.00	8,064.40	(37.85%)
601.49400.04050 MAINTENANCE AGREEMENTS	0.00	55.07	13,775.00	3,613.99	73.76%
601.49400.04300 CONFERENCE & SCHOOLS	0.00	0.00	2,000.00	2,092.18	(4.61%)
601.49400.04330 DUES & SUBSCRIPTIONS	0.00	0.00	525.00	441.00	16.00%
601.49400.04370 PERMITS AND TAXES	0.00	0.00	7,800.00	7,859.05	(0.76%)
601.49400.04470 SURCHARGES-WATER	0.00	0.00	10.00	0.00	100.00%
601.49400.07000 PERMANENT TRANSFERS OUT	0.00	0.00	99,801.00	0.00	100.00%
Total WATER DEPARTMENT Expenditures	0.00	17,196.30	412,165.00	281,078.66	31.80%
WATER TREATMENT PLANT Expenditures					
601.49402.02100 OPERATING SUPPLIES	0.00	0.00	100.00	0.00	100.00%
601.49402.02120 MOTOR FUELS & LUBRICANTS	0.00	0.00	2,000.00	0.00	100.00%
601.49402.02160 CHEMICALS & CHEMICAL PROD	0.00	0.00	23,000.00	15,526.08	32.50%
601.49402.02200 REPAIR & MAINTENANCE	0.00	0.00	10,000.00	5,910.59	40.89%
601.49402.02210 EQUIPMENT PARTS	0.00	0.00	5,000.00	278.17	94.44%
601.49402.03030 ENGINEERING FEES	0.00	0.00	1,000.00	0.00	100.00%
601.49402.03500 PRINTING & PUBLISHING	0.00	0.00	0.00	548.25	0.00%
601.49402.03600 INSURANCE	0.00	0.00	11,300.00	10,409.40	7.88%
601.49402.03810 ELECTRIC UTILITIES	0.00	6,773.12	80,000.00	67,131.81	16.09%
601.49402.03830 GAS UTILITIES	0.00	138.46	3,000.00	1,719.88	42.67%
601.49402.04000 CONTRACTUAL SERVICE	0.00	0.00	1,000.00	0.00	100.00%
601.49402.04370 PERMITS,DUES,SUBSCRIPTIONS	0.00	0.00	2,850.00	975.00	65.79%
601.49402.07000 PERMANENT TRANSFERS OUT	0.00	0.00	43,635.00	0.00	100.00%
Total WATER TREATMENT PLANT Expenditures	0.00	6,911.58	182,885.00	102,499.18	43.95%
SEWER DEPARTMENT Expenditures					
601.49450.01010 FULL TIME EMPLOYEES	0.00	10,025.18	100,916.00	96,922.19	3.96%
601.49450.01013 OVERTIME	0.00	284.39	7,061.00	3,909.67	44.63%
601.49450.01020 ON CALL SALARIES	0.00	83.55	2,421.00	1,338.69	44.71%
601.49450.01040 TEMPORARY EMPLOYEES	0.00	616.00	19,100.00	12,547.29	34.31%
601.49450.01050 VACATION BUY BACK	0.00	0.00	950.00	0.00	100.00%
601.49450.01210 PERA CONTRIBUTIONS-EMPLOYE	0.00	665.06	8,280.00	7,548.85	8.83%
601.49450.01220 FICA/MC CONTRIBUTIONS-EMPLO	0.00	826.71	9,979.00	8,620.95	13.61%
601.49450.01300 HEALTH & DENTAL INSURANCE	0.00	1,454.24	18,605.00	14,805.49	20.43%
601.49450.01313 LIFE INSURANCE	0.00	8.06	95.00	85.05	10.47%
601.49450.01510 WORKERS COMPENSATION	0.00	0.00	6,500.00	6,413.47	1.33%
601.49450.02000 OFFICE SUPPLIES	0.00	21.99	800.00	60.30	92.46%
601.49450.02030 PRINTED FORMS	0.00	0.00	1,500.00	1,019.12	32.06%
601.49450.02100 OPERATING SUPPLIES	0.00	0.00	500.00	710.99	(42.20%)

CITY OF SPRING LAKE PARK
Statement of Revenue and Expenditures

Revised Budget
 For PUBLIC UTILITIES OPERATIONS (601)
 For the Fiscal Period 2016-11 Ending November 30, 2016

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
601.49450.02120	0.00	123.05	4,000.00	1,760.54	55.99%
601.49450.02200	0.00	1,846.42	10,000.00	6,823.59	31.76%
601.49450.02210	0.00	0.00	2,000.00	298.50	85.08%
601.49450.02220	0.00	0.00	2,500.00	1,612.09	35.52%
601.49450.02221	0.00	0.00	1,000.00	0.00	100.00%
601.49450.02222	0.00	1,059.70	1,000.00	2,059.70	(105.97%)
601.49450.02262	0.00	0.00	5,000.00	6,541.74	(30.83%)
601.49450.02280	0.00	0.00	950.00	623.93	34.32%
601.49450.03010	0.00	0.00	2,502.00	2,502.00	0.00%
601.49450.03030	0.00	0.00	1,000.00	1,250.25	(25.03%)
601.49450.03040	0.00	0.00	300.00	0.00	100.00%
601.49450.03210	0.00	43.85	700.00	457.98	34.57%
601.49450.03310	0.00	0.00	1,000.00	84.22	91.58%
601.49450.03500	0.00	0.00	300.00	0.00	100.00%
601.49450.03600	0.00	0.00	8,700.00	7,791.02	10.45%
601.49450.03810	0.00	348.83	3,200.00	3,314.43	(3.58%)
601.49450.03840	0.00	40,896.76	490,716.00	490,761.12	(0.01%)
601.49450.04000	0.00	5,000.00	11,850.00	8,253.10	30.35%
601.49450.04050	0.00	55.07	11,460.00	1,391.49	87.86%
601.49450.04300	0.00	0.00	2,450.00	1,355.45	44.68%
601.49450.04330	0.00	0.00	150.00	0.00	100.00%
601.49450.04390	0.00	0.00	100.00	0.00	100.00%
601.49450.04450	0.00	0.00	2,700.00	0.00	100.00%
601.49450.04460	0.00	0.00	10.00	0.00	100.00%
601.49450.07000	0.00	0.00	79,952.00	0.00	100.00%
Total SEWER DEPARTMENT Expenditures	0.00	63,358.86	820,248.00	690,863.21	15.77%
Total PUBLIC UTILITIES OPERATIONS Expenditures	\$ 0.00	\$ 87,466.74	\$ 1,415,298.00	\$ 1,074,441.05	24.08%
PUBLIC UTILITIES OPERATIONS Excess of Revenues Over	\$ 0.00	\$ (99,025.03)	\$ 0.00	\$ 202,631.43	0.00%

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

For the Fiscal Period 2016-11 Ending November 30, 2016

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Total Revenues	\$ 0.00	\$ (11,558.29)	\$ 1,415,298.00	\$ 1,277,072.48	9.77%
Total Expenditures	\$ 0.00	\$ 87,466.74	\$ 1,415,298.00	\$ 1,074,441.05	24.08%
Total Excess of Revenues Over Expenditures	\$ 0.00	\$ (99,025.03)	\$ 0.00	\$ 202,631.43	0.00%

CITY OF SPRING LAKE PARK
STATEMENT OF FUND BALANCE
NOVEMBER 2016

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE</u>
101	GENERAL	\$ 297,186.73
102	ELECTIONS	\$ 44,474.37
103	POLICE RESERVES	\$ 847.78
104	NORTH CENTRAL SUBURBAN CABLE	\$ 2,114.07
108	POLICE FORFEITURES	\$ 22,647.10
112	ESCROW TRUST	\$ 70,227.11
 <u>SPECIAL REVENUE FUNDS</u>		
224	SMALL EQUIPMENT REPLACEMENT	\$ 22,505.79
225	PARK ACQUISITION & IMPROVEMENTS	\$ 228,182.77
226	PARK EQUIPMENT & IMPROVEMENTS	\$ 8,877.51
227	HRA EXCESS	\$ 177,952.29
229	SANBURNOL PARK IMPROVEMENTS	\$ 12,761.06
230	RECYCLING	\$ 56,780.50
234	STREET LIGHTING	\$ 35,176.30
235	RIGHT-OF-WAY MAINTENANCE	\$ 1,832.67
237	PARK & RECREATION SPECIAL PROJECTS	\$ 19,427.03
238	GRANTS & SPECIAL PROJECTS	\$ 1,701.97
240	TOWER DAYS	\$ 13,095.16
243	PUBLIC SAFETY RADIO REPLACEMENT	\$ 50,113.80
244	RECREATION PROGRAMS	\$ 414,130.57
248	TRAFFIC EDUCATION	\$ 65,854.57
 <u>DEBT SERVICE FUNDS</u>		
304	2016A NORTH METRO CABLE BOND-DEBT SERVICE	\$ -
313	2011A FIRE EQUIPMENT BOND-DEBT SERVICE	\$ 4,101.00
328	2013B PUBLIC WORKS BUILDING-DEBT SERVICE	\$ (5,870.00)
329	2013A EQUIPMENT CERTIFICATE-DEBT SERVICE	\$ 86,356.53
330	2014A G.O. IMPRV-DEBT SERVICE (2014-15 STR)	\$ 662,390.79
384	2005A FIRE DEPARTMENT-DEBT SERVICE	\$ 29,079.48
 <u>CAPITAL PROJECTS FUNDS</u>		
400	REVOLVING CONSTRUCTION	\$ 773,330.37
402	MSA MAINTENANCE	\$ 74,794.25
403	CAPITAL REPLACEMENT	\$ 427,476.38
407	SEALCOATING	\$ 97,778.50
410	LAKESIDE/LIONS PARK IMPROVEMENT	\$ 21,651.29
416	BUILDING MAINTENANCE & RENEWAL	\$ 102,746.75
421	81ST AVE REHAB-MSA	\$ 80,971.52
425	STORM SEWER REHAB	\$ 65,924.39
427	ABLE ST & TERRACE RD IMPROVEMENTS	\$ 111,075.58
429	2013 EQUIPMENT CERTIFICATE	\$ 65,829.12
430	2014-2015 ST IMPRV PRJ	\$ 490,738.79
 <u>ENTERPRISE FUNDS</u>		
600	PUBLIC UTILITY RENEWAL & REPLACEMENT	\$ 1,948,617.67
601	PUBLIC UTILITY OPERATIONS	\$ 1,290,530.80
602	WATER TREATMENT PLANT	\$ 186,550.24
609	MUNICIPAL LIQUOR	\$ 141,916.77
610	ON-SALE NOTE PROCEEDS	\$ 519,105.67
 <u>INTERNAL SERVICE FUNDS</u>		
700	SEVERANCE	\$ -
GRAND TOTAL		<u>\$ 8,720,985.04</u>

RESOLUTION NO. 16-40

RESOLUTION CALLING FOR A PUBLIC HEARING RELATED TO THE PROPOSED APPROVAL AND ISSUANCE OF A HOUSING PROGRAM AND REVENUE BONDS TO FINANCE A MULTIFAMILY HOUSING DEVELOPMENT TO BE LOCATED AT 1066 COUNTY HIGHWAY 10 IN THE CITY

BE IT RESOLVED by the City Council (the "Council") of the City of Spring Lake Park, Minnesota (the "City"), as follows:

Section 1. Recitals.

1.01. The City has received a proposal from Spring Lake Park Leased Housing Associates I, LLLP, a Minnesota limited liability limited partnership (the "Borrower") requesting the City to issue revenue bonds, in one or more series, in an aggregate principal amount not to exceed \$45,000,000 (the "Bonds"), the proceeds of which are proposed to be loaned to the Borrower to finance all or a portion of the: (i) acquisition, construction and equipping of an approximately 194-unit, four-story affordable apartment building with an underground parking garage and surface parking, to be located at 1066 County Highway 10 in the City (the "Project"); (ii) payment of interest on the Bonds during the construction of the Project; (iii) funding of one or more reserve funds to secure the timely payment of the Bonds; and (iv) costs of issuing the Bonds.

1.02. To consider the Project and the issuance of the Bonds, the City must develop a Housing Program, pursuant to Minnesota Statutes, Chapter 462C, as amended (the "Act"). The draft Housing Program must be submitted to the Metropolitan Council for review and comment. Further, the Bonds, the Project, and the Housing Program must be considered at a public hearing, to be held in accordance with Section 462C.04, Subdivision 2 of the Act and Section 147(f) of the Internal Revenue Code of 1986, as amended (the "Code").

Section 2. Public Hearing. This Council will conduct a public hearing on Monday, December 19, 2016 (the "Public Hearing"), on the Housing Program, the Project, and the issuance of the Bonds. The City Administrator is authorized to publish or cause to be published the notice of the Public Hearing (the "Public Notice") as required by Section 462C.04, Subdivision 2 of the Act and Section 147(f) of the Code. The Public Notice will provide a general, functional description of the Project, as well as the maximum aggregate face amount of the Bonds to be issued for the purposes referenced above, the identity of the initial owner, operator, or manager of the Project, and the location of the Project. The Public Notice is authorized to be published in a newspaper circulating generally in the City on a date at least 15 days before the Public Hearing. At the Public Hearing a reasonable opportunity will be provided for interested individuals to express their views, both orally and in writing, on the Housing Program, the Project, and the proposed issuance of the Bonds. The Public Notice is attached hereto as Exhibit A.

Adopted by the City Council of the City of Spring Lake Park, Minnesota, this 19th day of December, 2016.

CITY OF SPRING LAKE PARK, MINNESOTA

Cindy Hansen, Mayor

Attest:

Daniel Buchholtz, City Administrator

EXHIBIT A

NOTICE OF PUBLIC HEARING

CITY OF SPRING LAKE PARK, MINNESOTA

**NOTICE OF A PUBLIC HEARING TO BE CONDUCTED BY
THE CITY OF SPRING LAKE PARK, MINNESOTA, TO
CONSIDER THE ISSUANCE OF REVENUE BONDS BY THE
CITY TO FINANCE THE ACQUISITION, CONSTRUCTION,
AND EQUIPPING BY SPRING LAKE PARK LEASED HOUSING
ASSOCIATES I, LLLP, OF A MULTIFAMILY RENTAL
HOUSING DEVELOPMENT TO BE LOCATED IN THE CITY**

NOTICE IS HEREBY GIVEN that the City Council (the "Council") of the City of Spring Lake Park, Minnesota (the "City"), will hold a public hearing on Tuesday, January 17, 2017, on or after 7:00 p.m. at City Hall, 1301 81st Avenue Northeast in the City, to consider a proposal that the City authorize the issuance of revenue bonds (the "Bonds"), in one or more series, under Minnesota Statutes, Chapter 462C, as amended (the "Act") and pursuant to a Housing Program submitted therefor (the "Housing Program"). The Bonds are proposed to be issued to finance all or a portion of the: (i) acquisition, construction and equipping of an approximately 194-unit, four-story affordable apartment building with an underground parking garage and surface parking, to be located at 1066 County Highway 10 in the City (the "Project"); (ii) payment of interest on the Bonds during the construction of the Project; (iii) funding of one or more reserve funds to secure the timely payment of the Bonds; and (iv) costs of issuing the Bonds. The Project will be owned and operated by Spring Lake Park Leased Housing Associates I, LLLP, a Minnesota limited liability limited partnership (the "Borrower"). The estimated aggregate principal amount of the Bonds will not exceed \$45,000,000.

Following the public hearing, the Council will consider a resolution approving the Housing Program prepared in accordance with the requirements of the Act, and granting approval to the issuance of the Bonds. A draft copy of the Housing Program is available for public inspection during normal business hours, Monday through Friday, at City Hall in the City.

The Bonds will be special, limited obligations of the City and the Bonds and interest thereon will be payable solely from the revenues and assets pledged to the payment thereof. No holder of any Bond will ever have the right to compel any exercise of the taxing power of the City to pay the Bonds or the interest thereon, nor to enforce payment against any property of the City except money payable by the Borrower to the City and pledged to the payment of the Bonds. Before issuing the Bonds, the City will enter into a loan agreement with the Borrower, whereby the Borrower will be obligated to make payments at least sufficient at all times to pay the principal of and interest on the Bonds when due.

Anyone desiring to be heard during this public hearing will be afforded an opportunity to do so. In addition, interested persons may file written comments respecting the proposal with the City Administrator at or prior to the public hearing.

RESOLUTION NO. 16-41

A RESOLUTION AUTHORIZING THE SUBMISSION OF CDBG APPLICATION FOR THE OSBORNE ROAD TRAIL RESTORATION

WHEREAS, the Osborne Road Trail was constructed in 1983 by Anoka County as part of a Federal Aid project; and

WHEREAS, the City of Spring Lake Park is proposing to restore the Osborne Road Trail due to its present state of decay and disrepair; and

WHEREAS, the City of Spring Lake Park commits \$70,700 in matching funds for the restoration of the Osborne Road Trail; and

WHEREAS, the City's Community Development Block Grant (CDBG) request is \$235,300; and

WHEREAS, the proposed project will provide a benefit to low/moderate income residents living within a quarter-mile of Osborne Road by giving them a safe way to bike and walk to amenities in both Spring Lake Park and Fridley; and

WHEREAS, no project costs (CDBG or non-CDBG) will be incurred prior to a formal grant award, completion of the environmental review by Anoka County Community Development and formal, written authorization to incur costs provided by Anoka County Community Development.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Spring Lake Park, Counties of Anoka and Ramsey, Minnesota, that the City Council hereby authorize the Administrator, Clerk/Treasure to submit the CDBG application and that the Administrator, Clerk/Treasurer is authorized to sign the CDBG application on behalf of the City.

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 19th day of December, 2016.

APPROVED BY:

Cindy Hansen, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator



Stantec Consulting Services Inc.
2335 Highway 36 West
St. Paul MN 55113
Tel: (651) 636-4600
Fax: (651) 636-1311

December 12, 2016

Honorable Mayor and City Council
City of Spring Lake Park
1301 81st Avenue NE
Spring Lake Park, MN 55432

Re: CSAH 35 / Central Ave. NE Street Improvements
Project No. 193802914
Contractor's Request for Payment No. 4/FINAL

Dear Mayor and Councilmembers:

Attached for your approval is Contractor's Request for Payment No. 4/FINAL for the CSAH 35 - Central Ave. NE Street Improvement Project. The prime Contractor on this project is North Valley Inc.

This request covers punch-list work and the release of retainage. With approval of this payment the city will be accepting the improvements subject to the standard warranty of the construction contract with North Valley Inc. The final construction cost is approximately 3.24% higher than the original bid amount due primarily to additional erosion control and seeding work that was completed based on the site conditions.

We have reviewed the contractor's payment request and found it to be in order. We recommend approval. **If the City wishes to approve this request, then payment should be made to North Valley Inc. in the amount of \$19,934.50.** The costs associated with this contractor's payment should be covered by the city's development agreement with the property owner at 8299 Central Avenue NE.

Please execute the payment request documents. Keep one copy for your records, forward two copies to North Valley Inc. (one for them and one for their bond company), and return one copy to me.

Feel free to contact Harlan Olson or me if you have any questions.

Regards,
STANTEC

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

Phil Gravel
City Engineer

Enclosures



Owner: City of Spring Lake Park, 1301 81st Ave. NE, Spring Lake Park, MN 55432	Date: December 12, 2016
For Period: 12/12/2015 to 12/12/2016	Request No: 4/FINAL
Contractor: North Valley, Inc., 20015 Iguana St. NW, Ste. 100, Nowthen, MN 55330	

CONTRACTOR'S REQUEST FOR PAYMENT
 CSAH 35/CENTRAL AVENUE NE STREET IMPROVEMENTS
 STANTEC PROJECT NO. 193802914

SUMMARY

1	Original Contract Amount		\$	<u>198,241.57</u>
2	Change Order - Addition	\$	<u>0.00</u>	
3	Change Order - Deduction	\$	<u>0.00</u>	
4	Revised Contract Amount		\$	<u>198,241.57</u>
5	Value Completed to Date		\$	<u>204,661.94</u>
6	Material on Hand		\$	<u>0.00</u>
7	Amount Earned		\$	<u>204,661.94</u>
8	Less Retainage 0%		\$	<u>0.00</u>
9	Subtotal		\$	<u>204,661.94</u>
10	Less Amount Paid Previously		\$	<u>184,727.44</u>
11	Liquidated damages -		\$	<u>0.00</u>
12	AMOUNT DUE THIS REQUEST FOR PAYMENT NO. <u>4/FINAL</u>		\$	<u><u>19,934.50</u></u>

Recommended for Approval by:
STANTEC

Phil Havel 12/12/16

Approved by Contractor:
NORTH VALLEY, INC.

Brad Schmidtbauer
 Brad Schmidtbauer
 President

Approved by Owner:
CITY OF SPRING LAKE PARK

Specified Contract Completion Date:

Date:

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
BASE QUOTE:							
1	MOBILIZATION	LS	1	4860.38		1	\$4,860.38
2	CLEARING AND GRUBBING	LS	1	1354.62		1	\$1,354.62
3	REMOVE CONCRETE CURB AND GUTTER	LF	10	27.09		32	\$866.88
4	REMOVE BITUMINOUS	SY	475	7.80		475	\$3,705.00
5	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LF	1410	2.17		490	\$1,063.30
6	SALVAGE AND REINSTALL SIGN AND POST	EA	7	146.30		8	\$1,170.40
7	ADJUST SANITARY MANHOLE AT 18+25 WEST	LS	1	1625.54		1	\$1,625.54
8	COMMON EXCAVATION (P)	CY	1250	24.62	92	1342	\$33,040.04
9	SUBGRADE EXCAVATION	CY	125	24.61		90	\$2,214.90
10	GRANULAR BORROW (CV)	CY	125	37.57		283	\$10,632.31
11	AGGREGATE BASE, CLASS 2 (SHOULDERING)	TN	175	31.40		100	\$3,140.00
12	AGGREGATE BASE, CLASS 5 FOR TURNLANES	TN	750	20.04		700	\$14,028.00
13	AGGREGATE BASE, CLASS 5 FOR SIDEWALK	TN	250	24.01		220	\$5,282.20
14	BITUMINOUS MATERIAL FOR TACK COAT	GAL	180	3.79		100	\$379.00
15	TYPE SP 9.5 WEARING COURSE MIXTURE (2,C)	TN	200	85.77		372.94	\$31,987.06
16	TYPE SP 12.5 NON-WEARING COURSE MIXTURE (2,C)	TN	300	83.12		164.57	\$13,679.06
17	SUBGRADE PREPARATION	SY	2580	3.30		2580	\$8,514.00
18	B618 CONCRETE CURB AND GUTTER	LF	68	35.17		72	\$2,532.24
19	4" CONCRETE WALK	SF	4740	5.85		5298	\$30,993.30
20	6" CONCRETE WALK	SF	900	7.53		462	\$3,478.86
21	TRUNCATED DOME PANEL	SF	8	43.35		12	\$520.20
22	TRAFFIC CONTROL	LS	1	1083.69		1	\$1,083.69
23	SILT FENCE, TYPE MS	LF	1380	2.98	179	979	\$2,917.42
24	CB INLET PROTECTION	EA	4	178.81		4	\$715.24
25	TOPSOIL BORROW (LV)	CY	250	36.02		220	\$7,924.40
26	APPLICATION OF WATER FOR TURF ESTABLISHMENT	MG	100	21.67		50	\$1,083.50
27	SEED AND FERTILIZER, WITH WOOD FIBER BLANKET	SY	2400	3.14	2361	3971	\$12,468.94
28	SIGN PANELS, TYPE C	SF	6.3	37.93		6.3	\$238.96
29	4" SOLID LINE, WHITE PAINT	LF	2912	0.39		2400	\$936.00
30	12" SOLID WHITE STOP BAR	LF	32	7.83		25	\$195.75
31	4" DOUBLE SOLID LINE, YELLOW PAINT	LF	1300	0.82		1050	\$861.00
32	CROSSWALK MARKING	SF	144	8.81		115	\$1,013.15
33	PAVEMENT MESSAGE, RIGHT ARROW	EA	1	156.60		1	\$156.60
	TOTAL BASE QUOTE:						<u>\$204,661.94</u>
	TOTAL BASE QUOTE:						\$204,661.94
	TOTAL WORK COMPLETED TO DATE						<u>\$204,661.94</u>

PROJECT PAYMENT STATUS

OWNER CITY OF SPRING LAKE PARK
 STANTEC PROJECT NO. 193802914
 CONTRACTOR NORTH VALLEY, INC.

CHANGE ORDERS

No.	Date	Description	Amount
Total Change Orders			

PAYMENT SUMMARY

No.	From	To	Payment	Retainage	Completed
1	09/01/2015	10/13/2015	124,006.09	6,526.64	130,532.73
2	10/14/2015	11/09/2015	36,202.43	8,432.03	168,640.55
3	11/10/2015	12/11/2015	24,518.92	9,722.50	194,449.94
4/FINAL	12/12/2015	12/12/2016	19,934.50		204,661.94

Material on Hand

Total Payment to Date		\$204,661.94	Original Contract	\$198,241.57
Retainage Pay No. 4/FINAL			Change Orders	
Total Amount Earned		\$204,661.94	Revised Contract	\$198,241.57

MINNESOTA • REVENUE

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number: 0-366-029-120
 Submitted Date and Time: 12-Dec-2016 3:26:05 PM
 Legal Name: NORTH VALLEY INC
 Federal Employer ID: 41-1906523
 User Who Submitted: northva
 Type of Request Submitted: Contractor Affidavit

Affidavit Summary

Affidavit Number: 2090909696
 Minnesota ID: 3744649
 Project Owner: CITY OF SPRING LAKE PARK
 Project Number: N/A
 Project Begin Date: 06-Oct-2015
 Project End Date: 09-May-2016
 Project Location: CSAH 35/CENTRAL AVE-SPRING LAKE PARK
 Project Amount: \$204,661.94

Subcontractor Summary

Name	ID	Affidavit Number
ZAK INDUSTRIES INC	9254906	413188096
AAA STRIPING SERVICE CO	6290097	1273610240
WARNING LITES OF MINNESOTA INC	3086922	1214627840
SCHMIDT CURB COMPANY INC	3605361	1973493760

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) withholding.tax@state.mn.us. Business hours are 8:00 a.m. - 4:30 p.m. Monday - Friday.

Please [print this page](#) for your records using the print or save functionality built into your browser.

Contractor Affidavit Submitted



Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number: 1-011-839-296
 Submitted Date and Time: 7-Dec-2016 4:22:57 AM
 Legal Name: ZAK INDUSTRIES INC
 Federal Employer ID: 26-1605885
 User Who Submitted: zi3834
 Type of Request Submitted: Contractor Affidavit

Affidavit Summary

Affidavit Number: 413188096
 Minnesota ID: 9254906
 Project Owner: SPRING LAKE PARK
 Project Number: CSAH 35/ CENTRAL AVE NE IMPROVEMENTS SPRING LAKE PARK
 Project Begin Date: 01-Oct-2015
 Project End Date: 02-Nov-2015
 Project Location: SPRING LAKE PARK
 Project Amount: \$14,279.65
 Subcontractors: No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) withholding.tax@state.mn.us. Business hours are 8:00 a.m. - 4:30 p.m. Monday - Friday.

How to View and Print this Request

You can see copies of your requests by going to the History Tab, or by clicking the link below. To Print or email a copy of this confirmation page, click one of the buttons below.

[Click here to go to the History Tab](#)

[Home](#)
[About Us](#)
[Contact Us](#)
[Privacy Policy](#)
[Terms of Use](#)
[Help](#)
[Feedback](#)
[Site Map](#)

MINNESOTA-REVENUE

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	0-366-899-520
Submitted Date and Time:	16-Nov-2016 8:17:03 AM
Legal Name:	AAA STRIPING SERVICE CO
Federal Employer ID:	41-0997871
User Who Submitted:	Kelly Shirley
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	1273610240
Minnesota ID:	6290097
Project Owner:	CITY OF SPRING LAKE PARK
Project Number:	SPRING LAKE PARK
Project Begin Date:	05-Nov-2015
Project End Date:	05-Nov-2015
Project Location:	CSAH 35- CENTRAL AVENUE
Project Amount:	\$3,218.50
Subcontractors:	No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) withholding.tax@state.mn.us. Business hours are 8:00 a.m. - 4:30 p.m. Monday - Friday.

Please [print this page](#) for your records using the print or save functionality built into your browser.

MINNESOTA • REVENUE

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number: 1-549-627-712
Submitted Date and Time: 16-Nov-2016 8:42:11 AM
Legal Name: WARNING LITES OF MINNESOTA INC
Federal Employer ID: 36-4762529
User Who Submitted: jjjewels
Type of Request Submitted: Contractor Affidavit

Affidavit Summary

Affidavit Number: 1214627840
Minnesota ID: 3086922
Project Owner: SPRING LAKE PARK
Project Number: 193802914
Project Begin Date: 18-Sep-2015
Project End Date: 30-Nov-2015
Project Location: CSAH 35/CENTRAL AVE NE
Project Amount: \$2,293.00
Subcontractors: No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) withholding.tax@state.mn.us. Business hours are 8:00 a.m. - 4:30 p.m. Monday - Friday.

Please [print this page](#) for your records using the print or save functionality built into your browser.

MINNESOTA REVENUE

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number	0-958-222-912
Submitted Date and Time	21-Nov-2016 2:30 54 PM
Legal Name	SCHMIDT CURB COMPANY INC
Federal Employer ID	41-1555068
User Who Submitted	Schmidt Curb
Type of Request Submitted	Contractor Affidavit

Affidavit Summary

Affidavit Number	1973493780
Minnesota ID	3605381
Project Owner	SPRING LAKE PARK
Project Number	15-54
Project Begin Date	10-Oct-2015
Project End Date	05-Nov-2015
Project Location	SPRING LAKE PARK
Project Amount	\$31,884 05
Subcontractors	No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you

Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-262-9999, (toll-free) 800-657-3694, or (email) withholding_tax@state.mn.us Business hours are 8:00 a.m. - 4:30 p.m. Monday - Friday.

Please [print this page](#) for your records using the print or save functionality built into your browser.



20015 Iguana Street NW
Nowthen, MN 55330

RECEIPT AND WAIVER OF MECHANIC'S LIEN RIGHTS

Dated: December 6, 2016

The undersigned hereby acknowledges receipt in the sum of \$ 2185.47

CHECK ONLY ONE

- 1) as partial payment for labor, skill and material furnished
- 2) as payment for all labor, skill and material furnished or to be furnished (except the sum of \$ 115.03 retainage or holdback)
- 3) as full and final payment for all labor, skill and material furnished or to be furnished

to the following described real property: (legal description, street address or project name)

Qty 35 1/2 Central Ave
Spring Lake Park

and for value received hereby waives all rights acquired by the undersigned to file or record mechanic's liens against said real property for labor, skill or material furnished to said real property only for the amount paid if Box 1 is checked, and except for retainage shown if Box 2 is checked). The undersigned affirms that all material furnished by the undersigned has been paid for, and all subcontractors employed by the undersigned have been paid in full, EXCEPT:

NOTE: If this instrument is executed by a corporation, it must be signed by an officer, and if executed by a partnership, it must be signed by a partner.

Warning - Lives of Minnesota
 By [Signature]
[Signature] (Title)
4700 Lindale Ave N (Address)
MPIS MN 55430

RECEIPT AND WAIVER OF MECHANIC'S LIEN RIGHTS

Dated: December 8, 2016

The undersigned hereby acknowledges receipt in the sum of \$ 28254.66

CHECK ONLY ONE

- 1) as partial payment for labor, skill and material furnished.
- 2) as payment for all labor, skill and material furnished or to be furnished (except the sum of \$ 1487.09 retainage or holdback)
- 3) as full and final payment for all labor, skill and material furnished or to be furnished

to the following described real property: (legal description, street address or project name)

Qty 35 E Central Ave
Spring Lake Park

and for value received hereby waives all rights acquired by the undersigned to file or record mechanic's liens against said real property for labor, skill or material furnished to said real property only for the amount paid if Box 1 is checked, and except for retainage shown if Box 2 is checked). The undersigned affirms that all material furnished by the undersigned has been paid for, and all subcontractors employed by the undersigned have been paid in full, EXCEPT:

Schmidt Curb Co., Inc.
 By Justin W. Fink
President
(Title)
13195 95th St NE
(Address)
Elk River MN 55330

NOTE: If this instrument is executed by a corporation, it must be signed by an officer, and if executed by a partnership, it must be signed by a partner.

Affirmative Action / Equal Opportunity Employer



20016 Iguana Street NW
Nowthen, MN 55330

RECEIPT AND WAIVER OF MECHANIC'S LIEN RIGHTS

Dated: December 8, 2016

The undersigned hereby acknowledges receipt in the sum of \$ 3057.57

CHECK ONLY ONE

- 1) as partial payment for labor, skill and material furnished
- 2) as payment for all labor, skill and material furnished or to be furnished (except the sum of \$ 160.93 retainage or holdback).
- 3) as full and final payment for all labor, skill and material furnished or to be furnished

to the following described real property: (legal description, street address or project name)

City 35 & Central Ave
Spring Lake Park

and for value received hereby waives all rights acquired by the undersigned to file or record mechanic's liens against said real property for labor, skill or material furnished to said real property only for the amount paid if Box 1 is checked, and except for retainage shown if Box 2 is checked). The undersigned affirms that all material furnished by the undersigned has been paid for, and all subcontractors employed by the undersigned have been paid in full, EXCEPT:

AAA Striping Service Co.
 By Alan Ellinger
Corp. Sec. (Title)
 _____ (Address)

NOTE: If this instrument is executed by a corporation, it must be signed by an officer, and if executed by a partnership, it must be signed by a partner.

Affirmative Action / Equal Opportunity Employer



20015 Iguana Street NW
Nowthen, MN 55330

RECEIPT AND WAIVER OF MECHANIC'S LIEN RIGHTS

Dated: December 8, 2016

The undersigned hereby acknowledges receipt in the sum of \$ 5187.00

CHECK ONLY ONE

- 1) as partial payment for labor, skill and material furnished
- 2) as payment for all labor, skill and material furnished or to be furnished (except the sum of \$ 9092.65 retainage or holdback)
- 3) as full and final payment for all labor, skill and material furnished or to be furnished

to the following described real property: (legal description, street address or project name)

City 35 & Central Ave
Spring Lake Park

and for value received hereby waives all rights acquired by the undersigned to file or record mechanic's liens against said real property for labor, skill or material furnished to said real property only for the amount paid if Box 1 is checked, and except for retainage shown if Box 2 is checked). The undersigned affirms that all material furnished by the undersigned has been paid for, and all subcontractors employed by the undersigned have been paid in full, EXCEPT:

NOTE: If this instrument is executed by a corporation, it must be signed by an officer, and if executed by a partnership, it must be signed by a partner.

Zak Industries, Inc.
 By [Signature]
President
(Title)
8177 199th Ave NW
(Address)
Nowthen MN 55330

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

Contractor's Licenses

December 19, 2016

General Contractor

Adam Mills, LLC.

Mechanical Contractor

Dependable Heating and Cooling, Inc.

Plumbing Contractor

Dean's Professional, Inc.

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

Liquour Licenses

December 19, 2016

3.2% Beer, Wine and Strong Beer

El Bamba

Maharaja Indian Cuisine

8188 Hwy 65 NE

8492 Central Avenue

Intoxicating Liquor License

Laddie Lake Café and Pub

8466 Central Avenue NE

Biff's Sports Bar **

**Council approval contingent on new

7777 Hwy 65 NE

owner passing background check

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

Sign Permit

December 19, 2016

Wayne Blosberg, Arise Orthotics & Prosthetics, Atlas Chiropractic
8338 Hwy 65 NE

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

SIGN PERMIT APPLICATION

DATE: 11-21-16
NAME OF APPLICANT: WAYNE BLOSBERG
ADDRESS OF APPLICANT: 8338 HWY 65 NE
TELEPHONE NUMBER OF APPLICANT: 763-780-4015

NAME OF BUSINESS AND LOCATION of building structure, or lot to which or upon which the sign is to be attached or erected 8338 HWY 65 NE

REPLACE FACES IN PYLON SIGN
New Construction: _____ Remodel: NEW-FACE Word Change Only: SEE SKETCH

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

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

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

Name of person, firm or corporation erecting the structure: JOHN REITER 612-386-0938
ARROW SIGN COMPANY
18607 HWY 65 NE
Address: CEDAR, MN 55011 JOHNREITER@LIVE.COM

Is an Electrical Permit required? NO

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

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

SIGNATURE OF APPLICANT

FOR OFFICE USE ONLY:*****
FEE: \$104.⁰⁰ RECEIPT NUMBER: _____

DATE OF APPROVAL: _____ DATE OF ISSUE: _____

REASON FOR DENIAL: _____

I Approve sign face change over
WMB

CLIENT:
 WAYNE A BLOSBERG, CPA
 8338 HWY 65 NE
 SPRING LAKE PARK, MN 55432
 763-780-4015
 wayne@blosberg.com

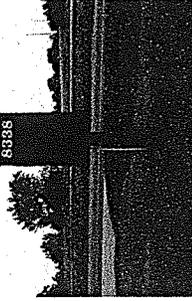
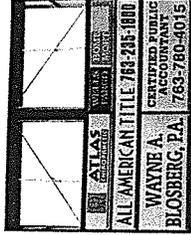
ACCOUNT EXECUTIVE:
 JOHN REITER

PROJECT LOCATION:
 8338 HWY 65 NE
 SPRING LAKE PARK, MN 55432

DATE: 11-18-2016

CUSTOMER APPROVAL:

THESE PLANS ARE THE EXCLUSIVE PROPERTY OF ARROW SIGN. THEY ARE SUBMITTED TO YOUR COMPANY FOR YOUR CONSIDERATION OF WHETHER TO PURCHASE THESE PLANS OR TO PURCHASE FROM ARROW SIGN. A SIGN MANUFACTURED ACCORDING TO THESE PLANS, DISTRIBUTION OR EXHIBITION OF THESE PLANS TO CONSTRUCT A SIGN SIMILAR TO IS EXTREMELY FORBIDDEN. IN THE EVENT THAT SUCH EXHIBITION OCCURS, ARROW SIGN EXPECTS TO BE REIMBURSED \$1,000 IN COMPENSATION FOR THE TIME AND EFFORT ENTAILED IN CREATING THESE PLANS.



EXISTING CONDITION OF
 PYLON SIGN CABINET

18'-0"

Wayne A. Blossberg P.A.
 CERTIFIED PUBLIC ACCOUNTANT
 763-780-4015

Arise Orthotics & Prosthetics

ATLAS CHIROPRACTIC

8338



REPLACE FACES IN PYLON SIGN CABINET (6)



Police Report

November 2016

Submitted for Council Meeting December 19, 2016

The Spring Lake Park Police Department responded to four hundred and fifty-four calls for service for the month of November 2016. This is compared to responding to four hundred and thirty-one calls for service in November of 2015.

Our School Resource Officer, Officer Chlebeck reports handling eleven calls for service at our local schools for the month of November. Officer Chlebeck also reports having thirty-one student contacts, ten escorts and three follow up investigations into school related issues. As part of the activities for the month of November, Officer Chlebeck addressed three 12th grade "Government Classes" on the 4th Amendment. Officer Chlebeck continues to note that lost phones/phone thefts are a continuing problem at our schools. For further details, see Officer Chlebeck's attached report.

Investigator Baker reports handling a caseload of seventy-seven cases for the month of November 2016. Sixty-two of these cases are felony in nature, seven of these cases are gross misdemeanor in nature and eight of these cases are misdemeanor in nature. Investigator Baker also notes monitoring six forfeiture cases and attempts to bring all his cases to a conclusion as soon as possible.

Investigator Baker did note a case of interest for the month of November 2016. On November 6, 2016, at about 9:18 pm. The Spring Lake Park Police Department received a call of a "Suspicious" occupied vehicle at a local business in the 800 block of County Road 10. Upon arrival of officers and further inquiry, the license plates on the vehicle were found to be reported stolen in Osceola, Wisconsin and the vehicle was found to be a reported stolen vehicle out of our city. The occupant was taken into custody and found to be in possession of Methamphetamines and was booked at the Anoka County Sheriff's Office. Investigator Baker upon receiving the case the following morning began investigating the case further. Investigator Baker was able to track the occupant back to staying in an RV Park at Grand Casino in Hinckley, MN. The RV the occupant was staying in was found to be a reported stolen RV out of Elk River, MN. Further investigation linked the occupant to a storage shed in Polk County Wisconsin; Investigator Baker contacted the Polk County Sheriff's Office and worked with their department in

executing a search warrant at the storage shed which recovered a stolen vehicle out of St. Cloud, MN. Further investigation found that the stolen vehicle was paid for with checks that had been stolen out of Eden Prairie, MN.

This suspicious vehicle call ended up with the occupant being charged in five other counties between Minnesota and Wisconsin with multiple offenses.

For further information see, Investigator Bakers attached report.

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

The month of November 2016 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 to include but not limited to;

- A meeting with an Allina Representative to discuss replacement of AED defibrillators in the City of Spring Lake Park and Police Department and for a donation of one AED defibrillator to the City of Spring Lake Park from Allina Health Medical Services.
- A Department Head meeting with Administrator Buchholtz held here at City Hall
- A Special Council Meeting of the Mayor and Council to Canvas Election results which was followed by a workshop regarding Waste Water, Animal Control Services etc.
- I worked on the Five Year Capital Budget for 2021 and submitted it to Administrator Buchholtz for his review
- Facilitated the purchase and replacement of all City owned AED defibrillators and orchestrated training on the new defibrillators here at city hall for city employees and the police department.

This will conclude my report for the month of November 2016.

Are there any questions?



Investigator
Brad Baker

Spring Lake Park Police Department Investigations Monthly Report

November 2016

Total Case Load

Case Load by Level of Offense: 77

Felony	62
Gross Misdemeanor	7
Misdemeanor	8

Case Dispositions:

County Attorney	5
Juvenile County Attorney	0
City Attorney	0
Forward to Other Agency	0
SLP Liaison	0
Carried Over	54
Unfounded	0
Exceptionally Cleared	2
Closed/Inactive	16

Forfeitures:

Active Forfeitures	6
Forfeitures Closed	0

Notes:

Spring Lake Park Police / School Resource Officer Report

November 2016

Incidents by School Location	Reports (ICRs)	Student Contacts*	Escorts/Other	Follow Up Inv.
Spring Lake Park High School	11	31	10	3
Discovery Days (pre-school)				
Lighthouse School				
Park Terrace Elementary School				
District Office				
Able and Terrace Parks (School Related)				
School Related				
Miscellaneous Locations				
Totals:	11	31	10	3

Breakdown of Reports (ICRs)	
Theft reports (cellphones, iPods, bikes, etc...)	4
Students charged with Assault or Disorderly Conduct	1
Students charged with other crimes	
Non-students Charged	
Warrant Arrests	1
Miscellaneous reports	5

MEMORANDUM

TO: MAYOR HANSEN AND MEMBERS OF THE CITY COUNCIL
FROM: DANIEL R. BUCHHOLTZ, CITY ADMINISTRATOR
SUBJECT: PRIVATE ACTIVITY BOND PRELIMINARY RESOLUTION
DATE: DECEMBER 15, 2016

Dominium Development and Acquisition has made an application to the City for the issuance of private activity bonds in the amount of \$45 million to finance the proposed 194 unit senior housing development at 1066 County Highway 10 NE. A resolution of preliminary approval is required in order for the City to request from Minnesota Management and Budget an allocation of bonds on January 2, 2017.

It is important to note that these are revenue bonds the City will issue. Principal and interest on these bonds will be paid by the developer. The City has no obligation nor any legal standing to pay the bonds. These bonds are simply a way for Dominion to access the lower interest rates the municipal bond market has to offer.

Our bond counsel, Andrew Pratt, will be at the meeting to explain the resolution in more detail and answer any questions from the City Council.

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

RESOLUTION NO. 16-45

RESOLUTION RELATING TO A MULTIFAMILY HOUSING DEVELOPMENT; GRANTING PRELIMINARY APPROVAL TO THE ISSUANCE OF HOUSING REVENUE BONDS TO FINANCE THE COSTS THEREOF UNDER MINNESOTA STATUTES, CHAPTER 462C, AS AMENDED; AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR AN ALLOCATION OF BONDING AUTHORITY THEREFOR; AND TAKING CERTAIN OTHER ACTIONS WITH RESPECT THERETO

BE IT RESOLVED by the City Council (the “Council”) of the City of Spring Lake Park, Minnesota (the “City”), as follows:

Section 1. Recitals.

1.01. Pursuant to Minnesota Statutes, Chapter 462C, as amended (the “Act”), the City is authorized to carry out the public purposes described in the Act by providing for the issuance of revenue bonds to finance multifamily housing developments to be located within the City.

1.02. As a condition to the issuance of such revenue bonds, the City must adopt a housing program (the “Housing Program”), providing the information required by Section 462C.03, Subdivision 1a of the Act. A public hearing must be held in accordance with the requirements of Section 462C.04, Subdivision 2 of the Act and Section 147(f) of the Internal Revenue Code of 1986, as amended (the “Code”). This Council must also grant preliminary approval to the issuance of multifamily housing revenue bonds to finance the development referred to in the Housing Program, and to authorize the submission of an “Application for Allocation of Bonding Authority” to the Minnesota Management & Budget – Treasury Division (“MMB”), for an allocation of bonding authority.

1.03. Spring Lake Park Leased Housing Associates I, LLLP, a Minnesota limited liability limited partnership (the “Borrower”), has proposed that the City issue its revenue bonds in an aggregate principal amount not to exceed \$45,000,000, in one or more series at one time or from time to time (the “Bonds”), the proceeds of which will be loaned by the City to the Borrower to finance all or a portion of the: (i) acquisition, construction and equipping of an approximately 194-unit, four-story affordable apartment building with an underground parking garage and surface parking, to be located at 1066 County Highway 10 in the City (the “Project”); (ii) payment of interest on the Bonds during the construction of the Project; (iii) funding of one or more reserve funds to secure the timely payment of the Bonds; and (iv) costs of issuing the Bonds.

1.04. A duly noticed public hearing must be held by this Council prior to the issuance of the Bonds pursuant to Section 147(f) of the Code. Additionally, a public hearing must be held on the Housing Program after one publication of notice in a newspaper circulating generally in the City, at least 15 days before the public hearing, pursuant to Section 462C.04, Subdivision 2 of the Act.

1.05. Under Section 146 of the Code, the Bonds must receive an allocation of the bonding authority of the State of Minnesota. An application for such an allocation must be made pursuant to the requirements of Minnesota Statutes, Chapter 474A, as amended (the “Allocation Act”).

Section 2. Preliminary Findings. Based on representations made by the Borrower to the City as of the date of this Resolution, this Council makes the preliminary findings, determinations, and declarations:

- (i) The Project consists of a housing development designed and intended to be used for rental occupancy.
- (ii) The proceeds of the Bonds will be loaned to the Borrower by the City (the “Loan”) for the purposes described in Section 1.03 hereof. The City will enter into a revenue agreement with the Borrower requiring Loan repayments from the Borrower in amounts sufficient to repay the Loan when due and requiring the Borrower to pay all costs of maintaining and insuring the Project, including the payment of taxes thereon.
- (iii) In preliminarily authorizing the issuance of the Bonds and the financing of the construction and equipping of the Project and related costs, the City’s purpose is to further the policies of the Act.
- (iv) The Bonds shall be payable solely from revenues pledged therefor under the revenue agreement mentioned above, shall not constitute a debt of the City within the meaning of any constitutional or statutory limitation, shall not constitute nor give rise to a pecuniary liability of the City or a charge against its general credit or taxing powers, shall not constitute a charge, lien, or encumbrance, legal or equitable, upon any property of the City, and shall not constitute a general or moral obligation of the City.

Section 3. Public Hearing. This Council previously adopted a resolution on November 21, 2016, calling for a public hearing on the Project to be held on December 19, 2016. The financing parameters for the Project have been amended from the parameters that were to be part of the public hearing on the date hereof. Therefore, the City has been asked to cancel the December 19, 2016 public hearing and hold a public hearing at this Council’s regular meeting to be held on Tuesday, January 17, 2017 (the “Public Hearing”). At the Public Hearing this Council will consider the adoption of the Housing Program and approval of the Project and the Bonds therefor. Notice of such Public Hearing (the “Public Notice”) will be published as required by Section 462C.04, Subdivision 2 of the Act and Section 147(f) of the Code, in a newspaper circulating generally in the City on a date at least 15 days before the Public Hearing. At the Public Hearing a reasonable opportunity will be provided for interested individuals to express their views, both orally and in writing, on the Housing Program, the Project, and the issuance of the Bonds.

Section 4. Housing Program. Once the Housing Program is prepared, the City Administrator is authorized and directed to submit the same to the Metropolitan Council, for its review on or before the date of publication of the Public Notice (currently expected to occur on December 23, 2016), as required by Section 462C.04, Subdivision 2 of the Act.

Section 5. Preliminary Approval. By this Resolution, this Council grants preliminary approval for the issuance of the Bonds in the not-to-exceed principal amount of \$45,000,000 to finance all or a portion of the costs of the Project pursuant to the Housing Program, subject to: (i) review of the Housing Program by the Metropolitan Council; (ii) receipt of an allocation of bonding authority from MMB, pursuant to the Allocation Act; (iii) holding of the Public Hearing as required by the Act and the Code; (iv) sufficient review and approval of the financing documents related to the Bonds; and (v) the final determination by this Council that the financing of the Project and the issuance of the Bonds are in the best interests of the City.

Section 6. Allocation Application. By approval of this Resolution, this Council, in cooperation with the Borrower, authorizes the submission of an application for allocation of bonding authority to MMB pursuant to Section 146 of the Code and the Allocation Act.

Section 7. Reimbursement Regulations. This Council finds as follows:

7.01. The United States Department of the Treasury has promulgated regulations under the Code governing the use of proceeds of tax-exempt bonds, all or a portion of which are to be used to reimburse the City or the Borrower for project expenditures paid prior to the date of issuance of such bonds. These regulations are located at U.S. Treasury Regulations, Section 1.150-2 (the "Regulations"), and require the City to adopt a statement of official intent to reimburse an original expenditure not later than 60 days after payment of the original expenditure. The Regulations also generally require that tax-exempt bonds be issued and the reimbursement allocation made from the proceeds of the bonds occur within 18 months after the later of: (i) the date the expenditure is paid; or (ii) the date the project is placed in service or abandoned, but in no event more than three years after the expenditure is paid.

7.02. The Regulations generally permit reimbursement of capital expenditures and costs of issuance of tax-exempt bonds. To the extent any portion of the proceeds of the Bonds will be applied to expenditures with respect to the Project, the City reasonably expects to reimburse the Borrower for such expenditures from the proceeds of the Bonds after the date of payment of all or a portion of such expenditures. All reimbursed expenditures shall be capital expenditures, costs of issuance of the Bonds, or other expenditures eligible for reimbursement under Section 1.150-2(d)(3) of the Regulations. Based on representations by the Borrower, other than (i) expenditures to be paid or reimbursed from sources other than the Bonds, (ii) expenditures constituting preliminary expenditures within the meaning of Section 1.150-2(f)(2) of the Regulations, or (iii) expenditures in a "de minimis" amount (as defined in Section 1.150-2(f)(1) of the Regulations), no expenditures with respect to the Project to be reimbursed with the proceeds of the Bonds have been made by the Borrower more than 60 days before the date of adoption of this Resolution.

Section 8. Costs. The Borrower has heretofore deposited, or will deposit, by the date of the Public Hearing, adequate funds in escrow to cover all City costs, including legal fees, as further required by the City's policy on the issuance of tax-exempt bonds, which has been provided to the Borrower and is on file with the City Administrator. The Borrower also must pay the administrative fee of the City on the date of issuance of the Bonds.

Section 9. Conditional Commitment. The adoption of this Resolution does not constitute a guarantee or a firm commitment that the City will issue the Bonds as requested by the Borrower. The financing documents related to the Project and the Bonds have not been finalized. If, as a result of information made available to or obtained by the City during its review of the Project and the financing documents, it appears that the Project or the issuance of the Bonds is not in the public interest or is inconsistent with the purposes of the Act, the City reserves the right to decline to give final approval to the issuance of the Bonds. The City also retains the right, in its sole discretion, to withdraw from participation and accordingly not issue the Bonds should this Council, at any time prior to the issuance thereof, determine that it is in the best interests of the City not to issue the Bonds or should the parties to the transaction be unable to reach agreement as to the terms and conditions of any of the documents for the transaction.

Adopted by the City Council of the City of Spring Lake Park, Minnesota, this 19th day of December, 2016.

CITY OF SPRING LAKE PARK, MINNESOTA

Cindy Hansen, Mayor

Attest:

Daniel Buchholtz, City Administrator

JEFFREY S. JOHNSON
RUSSELL H. CROWDER
MICHAEL F. HURLEY
DOUGLAS G. SAUTER
HERMAN L. TALLE
CHARLES M. SEYKORA
DANIEL D. GANTER, JR.
BEVERLY K. DODGE
JAMES D. HOEFT
*JOAN M. QUADE
*JOHN T. BUCHMAN
SCOTT M. LEPAK
STEVEN G. THORSON

*Also Licensed in Wisconsin



Barna, Guzy & Steffen, Ltd.

ATTORNEYS AT LAW

200 Coon Rapids Boulevard NW, Suite 400
Minneapolis, MN 55433-5894
(763) 780-8500 FAX (763) 780-1777
1-800-422-3486 www.bgs.com

ELIZABETH A. SCHADING
WILLIAM F. HUEFNER
BRADLEY A. KLETSCHER
TIMOTHY D. ERB
KAREN K. KURTH
ADRIEL B. VILLARREAL
TAMMY J. SCHEMMELE
JENNIFER C. MOREAU
DAVID R. SCHAPS
THOMAS R. WENTZELL

OF COUNSEL
JON P. ERICKSON
W. JAMES VOGL, JR.

MEMORANDUM

TO: Spring Lake Park City Council
FROM: Scott Lepak, General Counsel for the North Suburban Hospital District
RE: Questions and Answers associated with the proposed Petition for Dissolution of the North Suburban Hospital District.
DATED: December 5, 2016

This office represents the North Suburban Hospital District. Please accept this memo as an informational item in support of the proposed Petition for Dissolution. We understand that Allina has already given the City a presentation on the Mercy Hospital – Unity Campus concept.

1. What is the North Suburban Hospital District?

The North Suburban Hospital District is a separate governmental subdivision created in 1960 to build Unity Hospital. The District is comprised of the cities of Blaine, Fridley, Mounds View, Spring Lake Park, and Hilltop. Its Board consists of six elected members: one from each city and one at-large member.

2. Has the Hospital District ever actually run Unity Hospital?

No. The Hospital District has never operated Unity Hospital. The Hospital has always operated under a lease agreement with another entity to operate the day to day operations of the actual hospital. The Hospital District's role is primarily that of a landlord with a focus on providing updated and needed facilities. The Hospital District owns the physical hospital building, the land underneath the hospital, and several other properties surrounding the hospital.

3. What is the relationship between Allina Health Systems and the Hospital District?

Allina and the Hospital District are two completely separate and independent entities. The Hospital District is a political subdivision that has taxing and bonding authority to collect property taxes or bond for capital improvements to provide funding for physical improvements to the hospital building.

When the Hospital District issues bonds, the bond proceeds are spent on a Unity project and Allina (and its predecessor organizations) paid the Hospital District back for the bond amounts.

4. Can Allina purchase the Hospital?

Yes. In 1963, the state passed a special law providing that the Hospital District may lease the facilities and that the lease may include an option to purchase by the entity that operated the Hospital. Pursuant to this law, this clause was included in the leases that have governed the operation of the Hospital.

The option to purchase provided that Allina had to pay off all of the outstanding bonds that the Hospital District issued for capital improvements to the property and hospital building. As of 2013, all bonds have been paid. That meant that Allina can exercise this option at any time.

5. What role did the Hospital District play in the proposed changes discussed by Allina to the Mercy and Unity campuses?

The Hospital District had no role in these proposed changes.

6. What was the Hospital District's response to the proposed changes by Allina?

Based upon the proposed changes, the Hospital District Board discussed the changes and possible options at its public meetings beginning on April 13, 2016. It came to the conclusion that the consolidation prevents the Hospital District from spending tax money to fund capital improvements to the Unity campus going forward from the date these changes become effective.

7. Why did the Hospital District determine that it could no longer continue to fund these capital improvements to Unity?

The Hospital District's authority to make improvements to Unity is subject to the public purpose doctrine. The Hospital District must make a determination that any expenditure of tax dollars has a public (rather than private) purpose and that such tax dollars are needed for the improvement to occur.

With the consolidation of operations under the Mercy Hospital – Unity Campus concept, the Hospital District determined that the five member cities should not be required to pay for a Hospital that served a broader scope of individuals than a traditional stand alone hospital focused on the care of the residents of those five cities. The consolidation of operations also made it difficult, if not impossible, for the Hospital District to establish that the tax dollars raised by the Hospital District were needed for a specific Unity project.

8. Why is this matter before the City?

On September 14, 2016, the Hospital District unanimously approved a resolution stating its intention to seek dissolution because Unity is no longer a full service community hospital, and therefore the Hospital District no longer has a public purpose to spend ad valorem tax dollars to fund capital improvement projects for the building.

With this stated intention, the matter is now before the City. Pursuant to state law, a member City may petition for dissolution. The petition in the form of a Resolution must be approved by a two-thirds vote of the City Council. The Resolution is then transmitted to the Hospital District.

10. How would dissolution of the Hospital District actually work?

If the Hospital District Board accepts the petition, the Hospital District must do an accounting of all funds, pay off all creditors, sell off all property it owns, and then finally affect an order of formal dissolution. This is anticipated to be a lengthy process that would go well into 2017.

Most importantly, upon the Hospital District formally going “out of business”, all remaining District funds are sent back to the member cities. The Hospital Board has suggested that the money be divided on a per capita basis to the population of the member cities, but it is requesting the City petitioning the Hospital District for dissolution to provide input and suggest the manner of distribution in the petition.

699264-v1

RESOLUTION 2016 -46

**A PETITION FOR DISSOLUTION OF THE
NORTH SUBURBAN HOSPITAL DISTRICT**

WHEREAS, the City of Spring Lake Park is part of the North Suburban Hospital District (hereinafter referred to as the Hospital District); and

WHEREAS, the Hospital District is comprised of the cities of Blaine, Fridley, Hilltop, Mounds View and Spring Lake Park; and

WHEREAS, the North Suburban Hospital District has been in existence for over 50 years with a focus on initially building and then providing funding for the physical improvements of Unity Hospital; and

WHEREAS, Allina Health has indicated that it is moving forward with operating the Unity campus under the Mercy Hospital license while not renewing the Unity Hospital license, and intends to provide service under a "One Hospital, Two Campuses" approach; and

WHEREAS, as a result of the Allina Health decision to consolidate services from Unity Hospital to Mercy Hospital, it will result in a less than a comprehensive stand alone community hospital at the newly reorganized "Mercy Hospital -Unity Campus"; and

WHEREAS, the currently planned service offering at "Mercy Hospital – Unity Campus" will no longer meet or fulfill the North Suburban Hospital district's public purpose to provide a wide range of hospital related medical services at Unity Hospital focused on citizens of the five cities comprising the Hospital District, including the residents of the City of Spring Lake Park; and

WHEREAS, on September 14, 2016, the Hospital District's Board unanimously approved a resolution stating its intention to seek dissolution the District; and

WHEREAS, the resolution of intention to seek dissolution made the finding that that the conditions for the creation and continued operation of the North Suburban Hospital District no longer exist; and

WHEREAS, North Suburban Hospital District has stated it will not be able to provide tax based funding for necessary improvements to Allina Health under the combined health services approach noted as "Mercy Hospital -Unity Campus"; and

WHEREAS, as the North Suburban Hospital District determined it can no longer provide funding for "Mercy Hospital - Unity Campus", it is the determination of the City of Spring Lake Park to petition for dissolution of the Hospital District under Minn. Stat. 447.38.

NOW THEREFORE, THE CITY OF SPRING LAKE PARK PETITIONS THE NORTH SUBURBAN HOSPITAL DISTRICT AS FOLLOWS:

1. Based upon the findings in the aforementioned recitals and findings herein, it is the determination of the City of Spring Lake Park that the conditions for the creation and continued operation of the North Suburban Hospital District no longer exist.
2. The City of Spring Lake Park formally petitions, directs and requests that the District Board and their staff proceed with the requirements of dissolution of the North Suburban Hospital District.
3. The City of Spring Lake Park proposes, pursuant to the requirements of Minn. Stat. 447.38 Subdivision 1, that all funds distributed back to the member cities - upon the final disposition of all outstanding indebtedness, payment of all claims, and sale or transfer of all real and personal property owned by the District - shall be divided by the County Auditor based upon the proportional per capita population of persons residing in each member city.
4. The City Clerk is directed to transmit a certified copy of this petition for dissolution to the Board of the North Suburban Hospital District.

ADOPTED by the City of Spring Lake Park on this 19th day of December, 2016:

Cindy Hansen, Mayor

Attest:

Daniel Buchholtz, City Administrator

ORDINANCE NO. 431

**AN ORDINANCE AMENDING APPENDIX D TO CHAPTER 153, ZONING, OF THE
SPRING LAKE PARK CODE OF ORDINANCE**

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

Section 1. Section (B), Commercial Districts, Appendix D, Schedule of Permitted Uses by District, to Chapter 153, Zoning, is hereby amended to add the following use:

	District		
	C-1	C-2	C-3
<u>Non-alcoholic beverage bottling establishment not larger than 3,000 square feet accompanied by a retail shop or store not less than 50% of the size of the bottling establishment, where bottled product is sold</u>	<u>P</u>	<u>P</u>	<u>C</u>

Section 2. Effective Date. The ordinance shall become effective upon adoption and publication.

Passed by the City Council of the City of Spring Lake Park, Minnesota, this ____ day of December, 2016.

Cindy Hansen, Mayor

ATTEST:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

MEMORANDUM

Date: December 12, 2016

To: Spring Lake Park Planning Commission

From: Phil Carlson, AICP, Planner

RE: Zoning Ordinance Amendment – Bottling Establishment

BACKGROUND

Blue Sun Soda Shop, a soft drink retailer, has applied for a code amendment to allow a bottling operation as a permitted use along with their retail sales of soft drinks. A proposed ordinance is attached.

ISSUES DISCUSSION

- 1) **Current Zoning/Related Uses.** The request is to allow a bottling operation in conjunction with retail sales of the bottled product, similar to the recently adopted ordinance relating to brewer taprooms and cocktail rooms. Those provisions, part of the revision to the entire Zoning Code, allow brewing beer and distilling spirits on the same premises as those beverages are served. It seems entirely reasonable, if we allow alcoholic beverage bottling and service in this manner, that non-alcoholic beverages should be treated similarly.
- 2) **Districts.** The proposed ordinance applies to the City's business districts, and would allow bottling and retail sales together as a permitted use in C-1 and C-2, and as a conditional use in C-3. This is the same pattern of permitted and conditional uses as for brewer taprooms and cocktail rooms in the current code.
- 3) **Size.** A concern the City might have is the size or scale of a bottling operation in an otherwise modest-scale commercial area. To address this, the proposed ordinance limits the size of the bottling operation to 3,000 square feet and the accompanying retail store must be at least half that size. Blue Sun's plans would fit with these numbers.
- 4) **Applicability.** The ordinance, if adopted, would apply to all commercial zoning in the City even though this specific business has requested it.

RECOMMENDATION

I recommend that the Planning Commission recommend approval of the ordinance amendment to allow bottling establishments when accompanied by a retail store as detailed in the attached ordinance amendment.

DRAFT PROCEEDINGS

Minutes of the Spring Lake Park Planning Commission special meeting held on December 12, 2016 at the Spring Lake Park Community Center, 1301 81st Avenue N.E., at 6:00 P.M.

1. Call to Order

Chairperson Smith called the meeting to order at 6:00 P.M.

2. Roll Call

Members Present: Commissioners Bernhagen, Eischens, Dircks, Hansen and Smith

Members Absent: None

Staff Present: Building Official Brainard and Administrator Buchholtz

Visitors: Mark Lazarchic, 1625 County Hwy 10
Larry and Jean Pederson, 1595 83rd Avenue NE
Ken Wendling, 547 81st Avenue NE
Barbara Goodboe-Bisschoff, 8309 Monroe Street NE

3. Pledge of Allegiance

4. Approval of Minutes – November 28, 2016

MOTION BY COMMISSIONER BERNHAGEN, SECONDED BY COMMISSIONER EISCHENS, APPROVING THE MINUTES OF NOVEMBER 28, 2016 AS SUBMITTED. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

5. Public Hearings – Amendment of Appendix D to Chapter 153 of the Spring Lake Park Code of Ordinance Relating to Bottling Establishments in Commercial Districts

Chairperson Smith opened the public hearing at 6:02 PM to consider an amendment to Appendix D to Chapter 153 of the Spring Lake Park Code of Ordinance relating to bottling establishments in commercial districts.

Administrator Buchholtz provided an overview of the request from Blue Sun Soda Shop for a code amendment to allow a bottling operation as a permitted use along with the retail sales of soft drinks. He stated that the request is similar to the recently adopted ordinance relating to brewer taprooms and cocktail rooms that allows brewing beer and distilling spirits on the same premises as those beverages are served. He stated that the proposed ordinance applies to the City’s business districts and would allow bottling and retail sales together as a permitted use in the C-1 and C-2 zoning districts and as a conditional use in the C-3 zoning district. He noted that this is the same pattern of permitted and conditional uses as for brewer taprooms and cocktail rooms in the current code. He stated that to address concerns about the size of operation, the ordinance limits the size of the bottling operation to 3,000 square feet and the accompanying retail store must be at least half that size. He noted that Blue Sun Soda Shop’s proposal meets this standard. He stated that the ordinance would apply to all commercial zoning in the City, even though a specific business has requested it. He said that staff is recommending approval of the request.

Mark Lazarchic, owner of Blue Sun Soda Shop, provided a brief overview of the soda shop operation. He stated that he purchased Whistler Bottling and plans to bring the bottling operation to his facility at 1625 County Highway 10. He said his goal is to not only sell soda, but to create an experience for families in Spring Lake Park. He stated that the bottling machine is a 1952 Dixie Bottler, which fills one reusable, glass bottle of soda at a time. He stated that he will distribute soda to 40 brew pubs/establishments across the Twin Cities.

Building Official Brainard inquired as to how many flavors of soda Whistler made. Mr. Lazarchic stated that Whistler has 48 tested flavors of soda and 90 experimental flavors. Commissioner Dircks inquired as to the method of carbonation. Mr. Lazarchic stated that they use the force carbonation method.

Chairperson Smith asked if the entire operation would be inside the building. Mr. Lazarchic responded affirmatively. Chairperson Smith asked how product would be delivered, expressing concern about refrigerated trucks frequently picking up product. Mr. Lazarchic stated that the bottling machine would produce about 5,000 cases of soda per year, which would be distributed by his company van. He said that he planned to deliver product one day per week. Chairperson Smith asked about parking. Mr. Lazarchic stated that he owns the entire building and has access to all 21 parking spots in the front of the building as well as parking spots in the rear and sides of the building. He stated that he is working with the neighboring property owners to allow him to use their lots to additional parking on weekends.

Chairperson Smith inquired about 4 Paws. Mr. Lazarchic stated that 4 Paws is the only tenant he has in the building and that they will remain.

Ken Wendling, 547 81st Avenue NE, asked about any noise from the bottling machine. Mr. Lazarchic stated that the bottling machine is quiet and that it cannot be heard outside the building. He stated that the machine is not a heavy operation as it is gear operated. He noted that the bottler comes with a washer that allows them to wash the returned glass bottles.

Barbara Goodboe-Bisschoff, 8309 Monroe Street NE, asked if the bottle labels would show that the soda was bottled in Spring Lake Park. Mr. Lazarchic responded affirmatively. Ms. Goodboe-Bisschoff asked if the bottles would be labeled with a "best used by" date. Mr. Lazarchic said no. He said that when soda is bottled in a glass bottle, it never goes flat.

Larry Pederson, 1595 83rd Avenue NE, inquired about the hours of operation for the bottler. Mr. Lazarchic responded that the bottler would run between the hours of 9:00 AM and 5:00 PM. He stated that he would not be running a 2nd or 3rd shift. Mr. Pederson noted that the ordinance would allow the bottling establishment to be a permitted use and inquired to whom complaints would be addressed. Mr. Lazarchic asked that Mr. Pederson bring any issues to him for resolution, as he wants to be a good neighbor. He stated that he is not an absentee landlord and that he is on site nearly every day.

Jean Pederson, 1595 83rd Avenue NE, stated that Mr. Lazarchic has been a great neighbor since he purchased the building. She expressed her concern about the bottling operation, particularly if Mr. Lazarchic ever sold it to another party. She noted that they have suffered greatly in the past due to past business operations in the building. She stated that the bottle washer makes a noise that can be heard on their property. Mr. Lazarchic stated that he is considering replacing the bottle washer with a new commercial washer as it is difficult to find parts for a 1950's era machine.

Chairperson Smith asked for any further comments from the public. No further comments were received.

MOTION MADE BY COMMISSIONER EISCHENS, SECONDED BY COMMISSIONER DIRCKS TO CLOSE THE PUBLIC HEARING. VOICE VOTE: ALL AYES. MOTION CARRIED.

The public hearing was closed at 6:40 PM.

Commissioner Bernhagen asked that the ordinance language be amended to add the word “beverages” to more carefully spell out the Commission’s intent.

Commissioner Hansen asked why the ordinance was drafted so restrictively. He expressed concern that if another small bottling operation wanted to come to Spring Lake Park, they may need to seek an ordinance amendment to meet their specific circumstance. Administrator Buchholtz stated that the ordinance was drafted this way to prevent a major bottling operation that would be a better fit in an industrial district out of a commercial district, many of which abut single-family homes. He stated that it is easier to start out more restrictive and loosen regulation over time as a track record is established than it is to restrict a use at a later date.

MOTION MADE BY COMMISSIONER EISCHENS, SECONDED BY COMMISSIONER DIRCKS TO RECOMMEND APPROVAL OF THE AMENDMENT OF APPENDIX D TO CHAPTER 153 OF THE SPRING LAKE PARK CODE OF ORDINANCE RELATING TO BOTTLING ESTABLISHMENTS IN COMMERCIAL DISTRICTS, WITH THE STIPULATION THAT THE WORD “BEVERAGES” BE ADDED AFTER THE WORD “NON-ALCOHOLIC” TO CLARIFY THE COMMISSION’S INTENT. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

8. Other

Administrator Buchholtz thanked the Commission for their hard work over the past year. He said that if the City receives a planning application, the next meeting would be on Monday, January 23 at 7:00 PM.

9. Adjourn

MOTION BY COMMISSIONER DIRCKS, SECONDED BY COMMISSIONER BERNHAGEN TO ADJOURN. VOICE VOTE: ALL AYES. MOTION CARRIED.

The meeting adjourned at 6:47 P.M.



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

For Office Use Only	
Case Number:	
Fee Paid:	
Received by:	
Date Filed:	
Date Complete:	
Base Fee:	Escrow:

DEVELOPMENT APPLICATION

TYPE OF APPLICATION (Check All That Apply)		
<input type="checkbox"/> Appeal <input type="checkbox"/> Comprehensive Plan Amendment <input checked="" type="checkbox"/> Ordinance Amendment (Text) <input type="checkbox"/> Rezoning <input type="checkbox"/> Planned Unit Development	<input type="checkbox"/> Site Plan/Building Plan Review <input type="checkbox"/> Conceptual Plan Review <input type="checkbox"/> Conditional Use Permit <input type="checkbox"/> Variance <input type="checkbox"/> Street or Easement Vacation	<input type="checkbox"/> Minor Subdivision <input type="checkbox"/> Lot Combination <input type="checkbox"/> Preliminary Plat <input type="checkbox"/> Final Plat <input type="checkbox"/> Other _____
PROPERTY INFORMATION		
Street Address: <u>1025 County Highway 10</u>		
Property Identification Number (PIN#): <u>01-30-24-1A-0002</u>		Current Zoning: <u>C-2</u>
Legal Description (Attach if necessary):		
APPLICANT INFORMATION		
Name: <u>Mark Wenzel</u>	Business Name: <u>Blue Sun Soda Shop</u>	
Address: <u>1025 County Highway 10</u>		
City: <u>Spring Lake Park</u>	State: <u>MN</u>	Zip Code: <u>55432</u>
Telephone: <u>612-840-3240</u>	Fax:	E-mail:
Contact: <u>Amanda Stone</u>	Title: <u>Controller</u>	
OWNER INFORMATION (if different from applicant)		
Name:	Business Name:	
Address:		
City:	State:	Zip Code:
Telephone:	Fax:	E-mail:
Contact:	Title:	
DESCRIPTION OF REQUEST (attach additional information if needed) <u>* See attached *</u>		
Existing Use of Property:		
Nature of Proposed Use:		
Reason(s) to Approve Request:		
PREVIOUS APPLICATIONS PERTAINING TO THE SUBJECT SITE		
Project Name:	Date of Application:	
Nature of Request:		
NOTE: Applications only accepted with ALL required support documents. See City Code		

APPLICATION FEES AND EXPENSES:

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

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

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

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

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

E-mail amanda@serenityventurergroup.com Fax _____ USPS – Certified Mail

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

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

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

Applicant: _____ Date: 11/17/16

Owner: _____ Date: _____

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



1625 County Road 10 Ste D ♦ Spring Lake Park, MN 55432
Phone: 763-280-3337 ♦ www.bluesunsodashop.com

We are seeking an amendment to Section B of Appendix D of the City of Spring Lake Park Zoning Code in order to allow bottling establishments as a permitted use in the C-2 district.

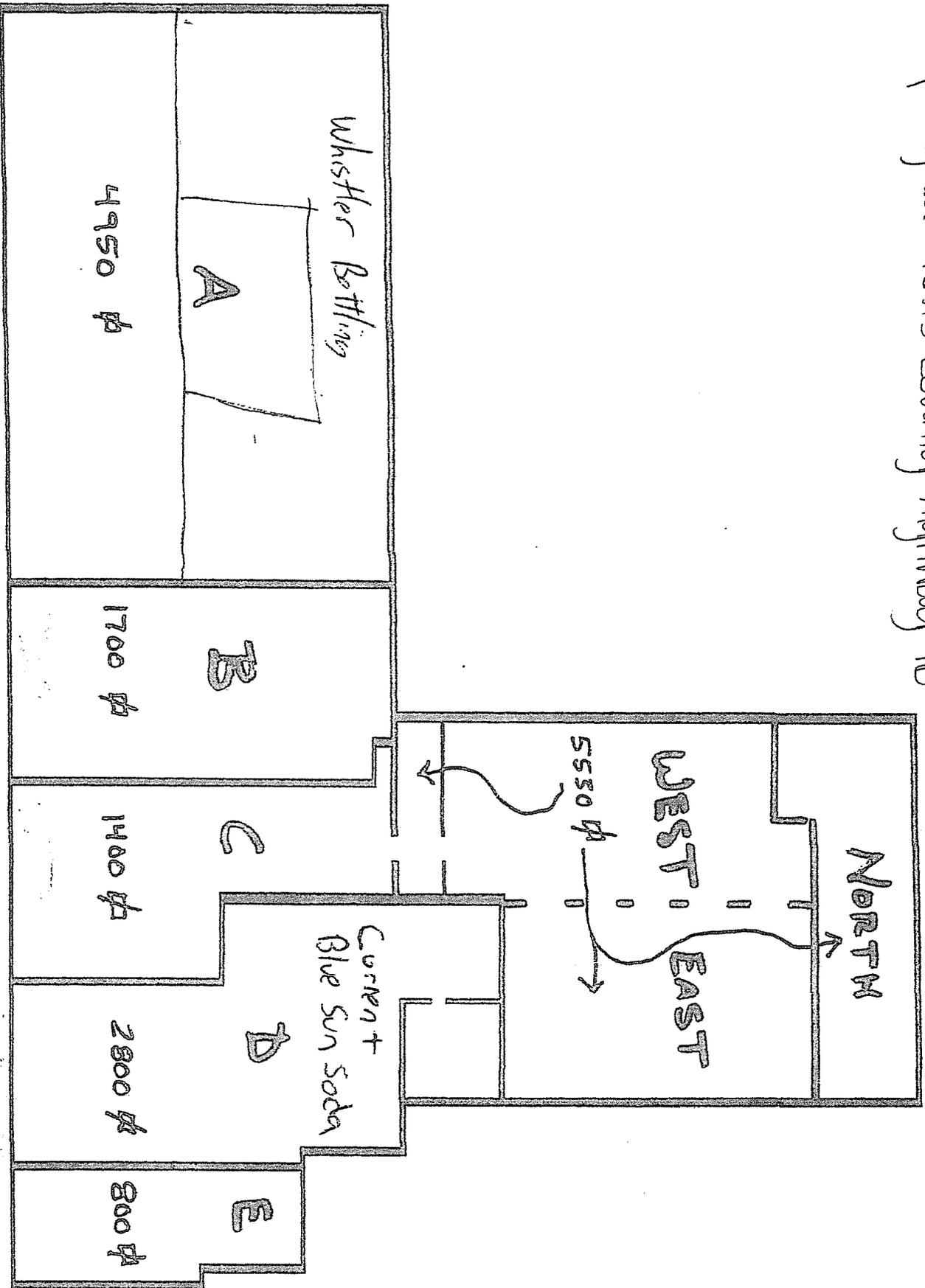
Existing Use of Property: Commercial retail space used to sell gourmet sodas and candies.

Nature of Proposed Use: Continued operation as a retail store with the addition of a soda bottling line within a designated section of the building.

The additional bottling line would operate Monday through Saturday during the hours of 10am to 8pm. Production is anticipated to be approximately 5000 cases of soda per year. The sound produced by running the bottling line is not sufficient to penetrate the building, so noise should not be an issue. Shipping of product will be done via our company delivery van. To start, the bottling line and product distribution will employ two full-time workers.

Reason(s) to Approve Request: Whistler soda is the only returnable soda company in the state providing craft soda in returnable bottles. This allows for more freedom in processing and is hugely beneficial for the environment as there is no discarding of plastic bottles after just one use. It brings jobs with benefits to the area and creates a Must-See attraction for families looking for fun things to do. It instantly creates an attraction for the City of Spring Lake Park.

Property at 11065 County Highway 10



RESOLUTION NO. 16-42

**A RESOLUTION AUTHORIZING SUMMARY PUBLICATION OF ORDINANCE 431,
AN ORDINANCE AMENDING APPENDIX D TO CHAPTER 153, ZONING, OF THE
SPRING LAKE PARK CODE OF ORDINANCE**

WHEREAS, as authorized by Minnesota Statutes, Section 412.191, subd. 4, the City Council has determined that publication of the title and summary of Ordinance 431 will clearly inform the public of the intent and effect of the Ordinance; and

WHEREAS, a printed copy of the Ordinance is available for inspection during regular office hours in the office of the City Clerk.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Spring Lake Park, Minnesota that the following summary of Ordinance No. 431 is approved for publication:

“On December 19, 2016, the Spring Lake Park City Council approved Ordinance No. 431, entitled ‘An Ordinance Amending Appendix D to Chapter 153, Zoning, Of the Spring Lake Park Code of Ordinance

The following is a summary of Ordinance No. 431, a copy of which is available in its entirety for review during regular office hours at the City of Spring Lake Park, 1301 81st Avenue NE, Spring Lake Park, MN, or for review on the City’s website, www.slpmn.org.

The Ordinance establishes ‘non-alcoholic beverage bottling establishments not larger than 3,000 square feet accompanied by a retail shop or store not less than 50% of the size of the bottling establishment, where bottled product is stored’ as a permitted use in the C-1 and C-2 districts and a conditional use in the C-3 district.”

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 19th day of December, 2016.

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, CITY ADMINISTRATOR
SUBJECT: CRITICAL WATER DEFICIENCY ORDINANCE
DATE: DECEMBER 14, 2016

The City is in the process of completing its decennial update of its Water Supply Plan for submittal to the Minnesota Department of Natural Resources. As part of that plan, the City must address projected demands, adequacy of the water supply system and planned improvements, existing and future water sources, natural resource impacts or limitations, emergency preparedness, water conservation, supply and demand reduction measures and allocation priorities. The plan will be submitted to the City Council for approval after DNR review.

As part of the preparation of the Water Supply Plan, the City learned of an amendment to Minn. Stat. 103G.291. This amendment, adopted in 2015, requires a “public water authority” to adopt and enforce water conservation restrictions within their jurisdiction consistent with rules adopted by the DNR commissioner if the governor determines and declares by executive order that a critical water deficiency exists. The DNR has informed the City that an ordinance must be prepared by the City to comply with this amendment and that these restrictions must be documented in the City’s Water Supply Plan.

The proposed ordinance was drafted by the League of Minnesota Cities in consultation with the Minnesota Rural Water Association. The Ordinance outlines the emergency water conservation measures that the City would enforce if the Governor was to declare that a critical water deficiency exists. These measures include:

- Prohibiting outdoor irrigation with the exception of those areas irrigated with reclaimed water.
- Prohibiting the washing or spraying sidewalks, driveways, parking areas and other impervious surfaces except to alleviate an immediate health or safety hazard.
- Prohibiting the use of a water-based play apparatus connected to a hose or pressurized source.
- Prohibiting restaurants from serving water to customers unless specifically requested by the customer.
- Prohibiting the outdoor operation of a misting system
- Prohibiting the filling of swimming pools, fountains, spas or other outdoor water features
- Prohibiting the washing of cars, trucks, trailers or other mobile property unless the facility is equipped with a wash water recirculation system or the vehicle requires frequent washing to protect public health, safety and welfare.

The Ordinance allows for the Administrator, Clerk/Treasurer to grant variances in instances of hardship. The Ordinance also sets forth penalties for noncompliance with the Ordinance.

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

ORDINANCE NO. 432

AN ORDINANCE REGULATING NONESSENTIAL WATER USAGE UPON CRITICAL WATER DEFICIENCY AS AUTHORIZED BY MINN. STAT. § 103G.291, SUBD. 1 AND 2 AND REPEALING SECTION 50.59 OF THE CITY CODE

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

Sec. 1-1. Purpose.

This ordinance establishes water conservation restrictions; and the plan will be in effect at any time the governor declares by executive order a critical water deficiency, pursuant to Minnesota Statutes section 103G.291.

Sec. 1-2. Definitions.

Administrator, Clerk/Treasurer means the person assigned duties pursuant to Minn. Stat. § 412.151.

Department means the city water department.

Emergency means the declaration of a critical water deficiency by the governor.

Irrigation means the watering of shrubs, trees, sod, seeded areas, gardens, lawns, or any other outdoor vegetation, except outdoor vegetation utilized for agricultural purposes.

Notification to public means notification through local media, including interviews and issuance of news releases.

Public water supplier means the city or other entity that owns, manages, or operates a public water supply, as defined in Minn. Stat. § 144.382, subdivision 4.

Reclaimed water means water collected from rooftops, paved surfaces, or other collection devices and all water utilized more than once before re-entering the natural water cycle.

Water recirculation system means any system which enables a user to reuse water at least once prior to returning the water to the natural water cycle.

Sec. 1-3. Application.

(a) This ordinance applies to all customers of public water suppliers who own or control water use on any premises.

(b) No person shall make, cause, use, or permit the use of water received from a public water supply for residential, commercial, industrial, governmental, or any other purpose in any manner contrary to any provision in this ordinance.

(c) Mandatory emergency conservation measures shall be implemented based upon the declaration of a critical water emergency by the governor.

Sec. 1-4. Declaration of critical water deficiency.

Upon the declaration of a critical water deficiency by the governor, the public water supplier shall immediately post notice of the emergency declaration at the usual meeting place of the city council, or the official city bulletin board. The city shall provide notification to the public as quickly as possible or through established water supply plans emergency response plans or procedures.

Sec. 1-5. Mandatory emergency water conservation measures.

Upon declaration of a water emergency and notification to the public, the following mandatory restrictions upon nonessential water use shall be enforced:

- (1) Outdoor irrigation of yards, gardens, golf courses, parklands, and other non-agricultural land, except for those areas irrigated with reclaimed water, is prohibited.
- (2) Washing or spraying of sidewalks, driveways, parking areas, tennis courts, patios, or other paved areas with water from any pressurized source, including garden hoses, except to alleviate immediate health or safety hazards, is prohibited.
- (3) The outdoor use of any water-based play apparatus connected to a pressurized source is prohibited.
- (4) Restaurants and other food service establishments are prohibited from serving water to their customers, unless water is specifically requested by the customer.
- (5) Operation of outdoor misting systems used to cool public areas is prohibited.
- (6) The filling of swimming pools, fountains, spas, or other exterior water features is prohibited.
- (7) The washing of automobiles, trucks, trailers, and other types of mobile equipment is prohibited, except at facilities equipped with wash water recirculation systems, and for vehicles requiring frequent washing to protect public health, safety, and welfare.

Sec. 1-6. Variances.

The Administrator, Clerk/Treasurer or their designee, is authorized to grant variances to this ordinance where strict application of its provisions would result in serious hardship to a customer. A variance may be granted only for reasons involving health or safety. An applicant may appeal the denial of a variance within five (5) days of the decision by submitting a written appeal to the City Clerk. The City Council shall hear the appeal at the next City Council meeting. The decision of the City Council is final.

Sec. 1-7. Violation.

- (a) Violations shall be determined and cited by the Administrator, Clerk/Treasurer or his/her designee. A violator may appeal the citation within five (5) days of its issuance by submitting a written appeal to the City. The City Council shall hear the appeal at the next City Council meeting. The decision of the City Council is final. Violators may be granted an administrative waiver if evidence is provided that equipment failure was the cause of the violation. A letter from a qualified vendor or equipment invoice will be required to show proof of equipment failure.
- (b) Upon discovery of a first violation, the violator shall be issued, either personally or by mail, a warning letter that sets forth the violation and which shall describe the remedy and fines for future violations.
- (c) Upon subsequent violations at the same location, the violator shall be issued, either personally or by mail, a citation that sets forth the violation and shall describe the remedy. Fines shall be added to the monthly water bill of the owner or current occupant of the premises where the violation occurred. The imposition of the fine shall in no way limit the right of the City to pursue other legal remedies.

Sec. 1-8. Enforcement.

The Administrator, Clerk/Treasurer or his/her designee is authorized to designate city employees or law enforcement personnel to enforce the provisions of this ordinance.

Sec. 1-9. Repeal Homestead Exemption

Section 50.59 of the City Code is hereby repealed.

Sec. 1-10 Severability.

If any provision of this ordinance or the application of any provision to a particular situation is held to be invalid by a court of competent jurisdiction, the remaining portions of the ordinance and the application of the ordinance to any other situation shall not be invalidated.

Sec. 1-11 Effective date.

This ordinance becomes effective from and after its passage and publication.

Passed by the City Council of the City of Spring Lake Park, Minnesota, this ____ day of December, 2016.

Cindy Hansen, Mayor

ATTEST:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

RESOLUTION NO. 16-43

**A RESOLUTION AUTHORIZING SUMMARY PUBLICATION OF ORDINANCE 432,
AN ORDINANCE REGULATING NONESSENTIAL WATER USAGE UPON
CRITICAL WATER DEFICIENCY AS AUTHORIZED BY MINN. STAT. § 103G.291,
SUBD. 1 AND 2 AND REPEALING SECTION 50.59 OF THE CITY CODE**

WHEREAS, as authorized by Minnesota Statutes, Section 412.191, subd. 4, the City Council has determined that publication of the title and summary of Ordinance 432 will clearly inform the public of the intent and effect of the Ordinance; and

WHEREAS, a printed copy of the Ordinance is available for inspection during regular office hours in the office of the City Clerk.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Spring Lake Park, Minnesota that the following summary of Ordinance No. 432 is approved for publication:

“On December 19, 2016, the Spring Lake Park City Council approved Ordinance No. 432, entitled ‘An Ordinance Regulating Nonessential Water Usage Upon Critical Water Deficiency as Authorized by Minn. Stat. § 103G.291, subd. 1 and 2 and Repealing Section 50.59 of the City Code.

The following is a summary of Ordinance No. 432, a copy of which is available in its entirety for review during regular office hours at the City of Spring Lake Park, 1301 81st Avenue NE, Spring Lake Park, MN, or for review on the City’s website, www.slpmn.org.

The Ordinance establishes water conservation restrictions which will be in effect at any time the governor declares, by executive order, a critical water deficiency, pursuant to Minnesota Statutes § 103G.291. The Ordinance provides for variances from the restrictions in cases of serious hardship and provides penalties for violation of the water conservation restrictions. The Ordinance also repeals Section 50.59 of the City Code relating to homestead exemptions for seniors.”

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 19th day of December, 2016.

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, CITY ADMINISTRATOR
SUBJECT: FEE SCHEDULE ORDINANCE
DATE: DECEMBER 5, 2016

Included with this memorandum is a proposed fee schedule ordinance for 2017 fees. Below are some highlights from the fee schedule ordinance.

- Zoning/Development fees are generally the same as they were in 2016 with the exception of the escrows. Staff is recommending increasing a number of escrows for zoning applications in order to ensure the City has adequate resources to cover the costs of reviewing the applications. The park dedication fee is also proposed to increase due to a more accurate estimate of cost of a community center being built into the formula.
- The City has received word from Municipay that the credit card transaction fee will be increasing from 2.45% to 2.95% starting on January 1, 2017. The fee schedule reflects this change.
- At Council's request, staff has been doing a much more thorough job of conducting initial liquor license background investigations than in the past. Additional resources are needed to compensate the City for these more detailed investigations. The fee schedule ordinance addresses this need by increasing the required investigation escrow by \$250. It also amends the background check provisions of the City's liquor ordinance to reference the fees set forth in the fee schedule.
- Pursuant to City Council direction, the impound fee is increasing from \$50.00 to a sliding scale based on number of offenses. The fees slide from \$50.00 for a first offense to \$300 for a fourth and subsequent offense.
- A new penalty for violating water conservation measures is added to the Ordinance. The first offense is a warning, the second offense is \$100.00, the third offense is \$200.00 and the fourth and subsequent offense is \$300.00.
- On the utility side, a minimum call out fee of \$100 for after business hours calls is established. Also, an inflationary adjustment was added to the Water Access Charge.

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

ORDINANCE NO. 433

AN ORDINANCE AMENDING THE FEE SCHEDULE AND LIQUOR LICENSING INVESTIGATION FEES FOR THE CITY OF SPRING LAKE PARK

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

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

8. Zoning/Development

Comprehensive Plan Amendment	\$750.00/amendment plus \$750 <u>1,000.00</u> escrow	§153
Conditional Use Permit (CUP) All other districts	400 <u>500.00</u> plus \$1,000.00 escrow	§153.200
Park Dedication Fee – Residential	1,897.00 <u>2,027.00/unit</u>	§152.034
Rezoning/Text Amendment	600.00 <u>500.00</u> plus 500 <u>1,000.00</u> escrow	§153.225
All Other Districts Variance	\$375.00 plus \$500.00 <u>1,000.00</u> escrow	§153.224
Zoning Letter	50.00 <u>100.00</u>	

9 Miscellaneous Fees

Scanning Fee	\$50.00 <u>100.00</u> per building/zoning application if full size plans are not provided in electronic format	
Credit Card Transaction Fees Utility E-Billing with Online Payment (USTI) E-checks (ACH) All other transactions	\$0.35 + 3.00% of utility bill balance \$1.50 per transaction \$3.00 or 2.45% <u>2.95%</u> of <u>transaction, whichever is greater</u>	

10. Police Administration

Excess Alarm Fee – Police Calls/year	1 st – 3 rd 4 th +	No Charge; \$75.00/each	\$91.05 <u>91.02</u>
Excess Alarm Fee – Fire Calls/year	1 st – 2 nd 3 rd	No Charge \$75.00	\$91.05 <u>91.02</u>
		Each after doubles the previous charge	
Drivers License Record (Out of State)	\$6.00		

11. Administrative Offenses (Chapter 34)

Critical Water Deficiency Declaration Ordinance Violation	1 st Offense – warning letter 2 nd Offense - \$100.00 3 rd Offense - \$200.00 4 th and subsequent offense - \$300.00	Ordinance 432
--	---	------------------

12. Licenses

B. Liquor Licenses

<u>Investigation Fee: Single Person (In state)</u>	\$750.00 + \$250.00 escrow	<u>\$111.15</u>
<u>Investigation Fee: Partnership (In state)</u>	\$750.00 + \$250.00 escrow	<u>\$111.15</u>
<u>Investigation Fee: Corporation (In state)</u>	\$750.00 + \$250.00 escrow	<u>\$111.15</u>
<u>Investigation Fee: Preliminary Background and Financial Application</u>	<u>\$750.00 + \$500 escrow</u>	<u>\$111.15</u>
<u>Investigation Fee: Comprehensive Background and Financial Information (if required after preliminary background)</u>	<u>\$750.00 + \$500 escrow</u> <i>(in state applicant)</i> <u>\$750.00 + \$10,000</u> <i>escrow (out of state applicant)</i>	<u>\$111.15</u>

C. Animal License

Impound Fee	<u>1st Offense - \$50.00 plus animal hospital fees as outlined in Animal Control Agreement</u> <u>2nd Offense - \$100.00 plus animal hospital fees as outlined in Animal Control Agreement</u> <u>3rd Offense - \$150.00 plus animal hospital fees as outlined in Animal Control Agreement</u> <u>4th and subsequent offense - \$300.00 plus animal hospital fees as outlined in Animal Control Agreement</u>	\$92.04
-------------	--	---------

14. Water, Sewer, Street and Other Fees

A. Water

Water Availability Charge (WAC)	\$900.00 945.00/Unit (City determines # of units)	\$50.15
Connection and Reconnection Fee	\$100.00 125.00/Hour \$150.00 187.50/Hour	\$50.15
Water Meter Installation Fee	5/8" meter - \$35.00 50.00 3/4" – 1" meter - \$50.00 75.00 Over 1" meter - \$100.00	\$50.15
Call out Fee	Regular Business Hours N/C – After Business Hours, O.T. Fees Apply, <u>minimum \$100.00</u>	\$50.15
Estimated Water Meter Reading	1 st est. - \$0.00 2 nd est - \$10.00 15.00 3 rd <u>and subsequent est. -</u> \$15.00 20.00	
<u>Disconnect Tag Fee</u>	<u>\$15.00</u>	

B. Sewer

Call out Fee	Regular Business Hours N/C – After Business Hours, O.T. Fees Apply, <u>minimum \$100.00</u>	\$50.16
--------------	--	---------

Section 2. Section 111.15 of the Spring Lake Park Code of Ordinance is amended as follows:

§111.15 INVESTIGATION.

- (A) Preliminary background and financial investigation. On an initial application for a license, on an application for transfer of a license and, in the sound discretion of the Council that it is in the public interest to do so, on an application for renewal of a license, the city shall conduct a preliminary background and financial investigation of the applicant or it may contract with the Commissioner of Public Safety for the investigation. The applicant shall pay with the application an investigation fee of \$500 set forth under §33.25, which shall be in addition to any license fee. ~~If the cost of the preliminary investigation is less than \$500, the unused balance of the escrow shall be returned to the applicant.~~ The results of the preliminary investigation shall be sent to the Commissioner of Public Safety if the application is for an on-sale intoxicating liquor license or an on-sale wine license.
- (B) Comprehensive background and financial investigation. If the results of a preliminary investigation warrant, in the sound discretion of the Council, a comprehensive background and financial investigation, the Council may either conduct the investigation itself or contract with the Commissioner of Public Safety for the investigation. The investigation fee for this comprehensive background and financial investigation to be paid by the applicant shall be \$500, ~~less any amount paid for the initial investigation if the investigation is to be conducted within the state, and \$10,000, less any amount paid for the initial investigation, if the investigation is required outside the state~~ the amount set forth under §33.25. The unused balance of the ~~fee escrow~~ shall be returned to the applicant whether or not the application is denied. The fee shall be paid in advance of any investigation and the amount actually expended on the investigation shall not be refundable in the event the application is denied. The results of the comprehensive investigation shall be sent to the Commissioner of Public Safety if the application is for an on-sale intoxicating liquor license or an on-sale wine license.

Section 3. Effective Date of Ordinance. This ordinance shall be effective from and after its final passage, approval and publication as provided by law.

Passed by the City Council of the City of Spring Lake Park, Minnesota, this 19th day of December, 2016.

APPROVED BY:

Cindy Hansen, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator/Clerk

RESOLUTION NO. 16-44

**A RESOLUTION AUTHORIZING SUMMARY PUBLICATION OF ORDINANCE 433,
AN ORDINANCE AMENDING THE FEE SCHEDULE AND LIQUOR LICENSING
INVESTIGATION FEES FOR THE CITY OF SPRING LAKE PARK**

WHEREAS, as authorized by Minnesota Statutes, Section 412.191, subd. 4, the City Council has determined that publication of the title and summary of Ordinance 433 will clearly inform the public of the intent and effect of the Ordinance; and

WHEREAS, a printed copy of the Ordinance is available for inspection during regular office hours in the office of the City Clerk.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Spring Lake Park, Minnesota that the following summary of Ordinance No. 433 is approved for publication:

“On December 19, 2016, the Spring Lake Park City Council approved Ordinance No. 433, entitled ‘An Ordinance Amending the Fee Schedule and Liquor Licensing Investigation Fees for the City of Spring Lake Park

The following is a summary of Ordinance No. 433, a copy of which is available in its entirety for review during regular office hours at the City of Spring Lake Park, 1301 81st Avenue NE, Spring Lake Park, MN, or for review on the City’s website, www.slpmn.org.

The Ordinance amends a number of fees listed in the City’s official fee schedule. Fees were updated in the zoning/development, miscellaneous, police administration, licenses, and water, sewer, street and other fees. The Ordinance also amends Section 111.15 of the City Code relating to liquor license investigations to link the fee for liquor license investigations to the City’s fee schedule.”

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 19th day of December, 2016.

APPROVED BY:

Cindy Hansen, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator

RESOLUTION NO. 16-39

A RESOLUTION APPOINTING A COUNCIL MEMBER

WHEREAS, a vacancy on the City Council occurred on October 9, 2016; and

WHEREAS, pursuant to Minnesota Statute 412.02, subd. 2a, the Council shall fill the vacancy by appointment.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Spring Lake Park, Counties of Anoka and Ramsey, Minnesota, that the City Council hereby appoints _____ to fill the vacant Council position for the remainder of the term, which expires on December 31, 2018.

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 19th day of December, 2016.

APPROVED BY:

Cindy Hansen, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator

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

I, Daniel R. Buchholtz, duly appointed and qualified City Clerk in and for the City of Spring Lake Park, Anoka and Ramsey Counties, Minnesota, do hereby Certify that the foregoing is a true and correct copy of Resolution No. 16-39, A Resolution Appointing a Council Member, adopted by the Spring Lake Park City Council at their regular meeting on the 19th day of December, 2016.

(SEAL)

Daniel R. Buchholtz, Administrator,
Clerk/Treasurer

Dated: _____

MEMORANDUM

TO: MAYOR HANSEN AND MEMBERS OF THE CITY COUNCIL
FROM: DANIEL R. BUCHHOLTZ, CITY ADMINISTRATOR
SUBJECT: APPROVAL OF 2017 GENERAL FUND BUDGET
DATE: DECEMBER 13, 2016

Included with this memorandum is the 2017 General Fund budget. Staff is seeking City Council approval of the proposed budget.

As noted at the Truth in Taxation hearing on December 5, the proposed general fund budget for the City of Spring Lake Park is \$4,391,250, an increase of 3.49% from the 2016 budget. The budget increase is the result of increases in employee wages, fire protection costs, I.T. consulting services and the continued implementation of the Public Safety Data System.

The 2017 payable property tax levy to support the General Fund is \$2,902,082, an increase of 4.69% from 2016. Intergovernmental revenue, permit and license fees, charges for services, miscellaneous revenues and interfund transfers cover the remaining portion of the budget.

The Departmental budgets for 2017 are as follows:

City Council	\$ 53,575
Administration	\$ 432,654
Assessor	\$ 35,500
Audit & Financial	\$ 9,612
I.T. Department	\$ 26,590
Legal Fees	\$ 125,000
Engineering Fees	\$ 9,000
Planning and Zoning	\$ 1,167
Government Buildings	\$ 103,794
Police Protection	\$1,678,084
Fire Protection (SBM)	\$ 680,392
Code Enforcement	\$ 164,935
Streets	\$ 237,080
Recreation	\$ 332,178
Parks	\$ 283,040
Miscellaneous	\$ 218,650
TOTAL	\$4,391,250

Staff recommends approval of the proposed 2017 General Fund budget. If you have any questions regarding the budget proposal, please don't hesitate to contact me at 763-784-6491.

CITY OF SPRING LAKE PARK

2017 BUDGET BREAKDOWN OF REVENUES:

Revised 11/30/16

<u>TAX LEVY:</u>	2015 ACTUAL	2016 BUDGET	2017 BUDGET
31010 Current Taxes (Includes Fiscal Disparities) Anoka & Ramsey Counties	\$ 2,622,904.70	\$ 2,771,985	\$ 2,902,082
31020 Delinquent Taxes Received	\$ 57,453.45		
31910 Penalties & Interest	\$ 7,367.75		

INTERGOVERNMENTAL REVENUE:

STATE:

33401 Local Government Aid	\$ 323,491.00	\$ 335,218	\$ 340,132
33404 PERA Increase Aid	\$ 5,775.00	\$ 5,775	\$ 5,775
33407 State Fire Aid	\$ 422,929.30	\$ 422,930	\$ 422,930
33416 Police Training Reimbursement	\$ 3,664.98	\$ 3,600	\$ 3,600
33421 Insurance Premium-Police (Based on the portion we pay into PERA benefits)	\$ 86,402.40	\$ 75,000	\$ 80,000
35101 Court Fines (Anoka Co-State disburses funds)	\$ 59,154.66	\$ 90,000	\$ 70,000

PERMIT AND LICENSES:

32110 Liquor,Wine,Non-Intox & Club Lic	\$ 23,250.00	\$ 32,800	\$ 29,800
32179 Pawn Shop Licenses & Investigation Fee	\$ 6,352.00	\$ 6,252	\$ 6,352
32180 Cigarette,Dance,Used Car & Misc	\$ 5,187.50	\$ 5,200	\$ 5,200
32181 Sign Permits	\$ 8,361.64	\$ 5,500	\$ 5,500
32208 Contractors Licenses	\$ 7,705.00	\$ 6,500	\$ 7,000
32210 Building Permits	\$ 113,431.16	\$ 55,000	\$ 60,000
32211 Building Permit Surcharges	\$ 4,122.97	\$ 3,000	\$ 3,000
32230 Plumbing Permits	\$ 3,967.00	\$ 4,000	\$ 4,000
32231 Plumbing Permit Surcharges	\$ 193.00	\$ 300	\$ 300
32232 Heating & A/C Permits	\$ 12,413.90	\$ 8,000	\$ 8,000
32233 Heating & A/C Surcharges	\$ 438.12	\$ 400	\$ 400
32240 Dog and Cat Registrations	\$ 382.00	\$ 500	\$ 500
32260 Certificates of Occupancy	\$ 2,470.00	\$ 2,000	\$ 2,500
32261 Vacant Property Registration	\$ 4,800.00	\$ 4,000	\$ 4,000
32262 Solicitors Licenses	\$ -	\$ -	\$ -

2017 BUDGET BREAKDOWN OF REVENUES:

Revised 8/8/16

		2015	2016	2017
		ACTUAL	BUDGET	BUDGET
<u>CHARGES FOR CURRENT SERVICES:</u>				
34103	SUP, Zoning, Var. & Subd.	\$ 3,685.00	\$ 1,800	\$ 3,200
34104	Plan Review Fees	\$ 33,090.58	\$ 12,000	\$ 12,000
34105	Sale of Maps, Documents, Copies	\$ 283.50	\$ 300	\$ 300
34107	Assessment Searches	\$ 100.00	\$ 100	\$ 100
34108	Admin. SAC Charges	\$ 60.00	\$ 70	\$ 70
34109	Filing Fees	\$ -	\$ 60	\$ -
34111	Adm. Gambling Fees	\$ 32,206.01	\$ 32,554	\$ 33,042
34115	Gun Range Facility Use	\$ 375.00	\$ -	\$ 375
34201	Police & Fire Alarms	\$ 900.00	\$ 1,500	\$ 1,250
34203	Accident Reports	\$ 21.75	\$ -	\$ -
34204	Rental Housing Registration	\$ 54,030.00	\$ 55,000	\$ 55,000
34205	Right Of Way Applications	\$ 1,335.00	\$ 3,500	\$ 2,250
34949	Restitution	\$ 157.81	\$ -	\$ -
<u>MISCELLANEOUS REVENUES:</u>				
34801	Insurance Dividends	\$ 18,436.00	\$ 8,000	\$ 10,000
34950	Refund and Reim	\$ 15,371.40	\$ 4,000	\$ 4,000
35102	Adm. Offense Fines	\$ 2,311.98	\$ 4,000	\$ 3,500
35347	Traffic Education Program-GF share	\$ 9,369.70	\$ -	\$ 20,000
35349	MN Driving Diversion Program	\$ 1,200.00	\$ 500	\$ 500
35350	Detox Transportation Reim	\$ 150.00	\$ 200	\$ 200
36210	Interest Earned	\$ 19,872.38	\$ 20,000	\$ 20,000
36901	ISD 16 - Liaison Officer	\$ 70,839.00	\$ 72,964	\$ 75,152
39100	CPL-Reim for City services	\$ 3,061.81	\$ 4,500	\$ 4,000
39101	Recycle Park Program	\$ 1,765.50	\$ -	\$ -
<u>INTERFUND TRANSFERS:</u>				
39202	Transfer from Public Utilities	\$ 45,000.00	\$ 46,350	\$ 47,740
39203	Transfer from Liquor Fund	\$ 75,000.00	\$ 75,000	\$ 75,000
39206	Transfer from Recycling Fund	\$ 2,500.00	\$ 2,500	\$ 2,500
39207	Transfer from Recreation	\$ 60,000.00	\$ 60,000	\$ 60,000
<u>TOTAL 2017 REVENUES</u>		\$ 4,233,339.95	\$ 4,242,858	\$ 4,391,250

CITY OF SPRING LAKE PARK

2017 BUDGET BREAKDOWN OF EXPENDITURES:

<u>CITY COUNCIL-41110</u>	2015 ACTUAL	2016 BUDGET	2017 BUDGET
1030 SALARIES	\$ 35,967.87	\$ 31,296	\$ 31,296
a) Mayor	\$ 7,453		
b) Councilmembers	\$ 23,843		
1211 PERA	\$ 1,752.65	\$ 1,685	\$ 1,685
a) Defined Contribution Plan			
1220 FICA & MEDICARE EMPLOYER CONTRIBUTION	\$ 2,751.50	\$ 2,395	\$ 2,395
a) FICA (6.2% x \$31,296)	\$ 1,941		
b) Medicare (1.45% x \$31,296)	\$ 454		
1510 WORKER'S COMPENSATION	\$ 67.00	\$ 80	\$ 80
2100 OPERATING SUPPLIES	\$ 266.12	\$ 511	\$ 511
a) Budget Notebooks & Dividers	\$ 233		
b) Business Cards & I.D. Badges	\$ 139		
c) Miscellaneous	\$ 139		
3310 TRAVEL EXPENSE	\$ -	\$ 250	\$ 260
3500 PRINTING & PUBLISHING	\$ 1,902.03	\$ 1,550	\$ 1,800
a) Ordinances & Resolutions	\$ 1,450		
b) Special Meetings, etc.	\$ 100		
c) Assessment Notices	\$ 100		
d) Legal Notices	\$ 150		
4300 CONFERENCES & SCHOOLS	\$ 372.00	\$ 2,010	\$ 2,310
a) LMC Annual Conference	\$ 600		
b) Conference for Newly Elected Officials	\$ 600		
c) Conference for Experienced Officials	\$ 600		
d) Municipals Banquets	\$ 60		
e) North Metro Mayors Board Mtgs	\$ 200		
f) Annual Mayor's Conference	\$ 250		
4330 DUES & SUBSCRIPTIONS	\$ 8,994.00	\$ 8,774	\$ 9,438
a) LMC Dues	\$ 6,858		
b) North Metro Mayors	\$ 2,500		
c) MN Mayors Assn	\$ 30		
d) Metro Cities Fee Survey	\$ 50		
4955 DISCRETIONARY FUNDS	\$ 542.08	\$ 5,150	\$ 3,800
a) Memorials	\$ 250		
b) Retreat/Workshop Expenses	\$ 500		
c) Parade Candy/Parade Banner	\$ 800		
d) Council Discretionary	\$ 2,250		
<u>TOTAL CITY COUNCIL</u>	\$ 52,615.25	\$ 53,701	\$ 53,575

2017 BUDGET BREAKDOWN OF EXPENDITURES:

ADMINISTRATION-41400		2015 ACTUAL	2016 BUDGET	2017 BUDGET
1010	SALARIES (includes dept. shared employee)	\$ 312,450.31	\$ 299,235	\$ 298,395
	a) Full time Salaries		\$ 297,195	
	b) Administrator's Deferred Comp. Contrib.		\$ 1,200	
1050	VACATION BUY BACK	\$ 638.51	\$ 2,450	\$ 2,213
1210	PERA EMPLOYER CONTRIBUTION	\$ 22,462.89	\$ 22,380	\$ 22,380
	a) Coordinated 7.5%	\$ 298,395		
1220	FICA & MEDICARE EMPLOYER CONTRIBUTION	\$ 22,649.74	\$ 23,005	\$ 22,997
	a) FICA 6.2%	\$ 300,608	\$ 18,638	
	b) Medicare 1.45%	\$ 300,608	\$ 4,359	
1300	HEALTH & DENTAL INSURANCE	\$ 53,114.69	\$ 54,181	\$ 48,520
1313	PRUDENTIAL LIFE INSURANCE	\$ 253.17	\$ 247	\$ 230
1510	WORKER'S COMPENSATION	\$ 1,692.09	\$ 2,500	\$ 2,500
	a) Premium	\$ 1,500		
	b) Deductible	\$ 1,000		
2000	OFFICE SUPPLIES	\$ 3,147.62	\$ 3,715	\$ 3,848
	a) Copy/Computer/FAX Paper	\$ 1,020		
	b) Office Supplies	\$ 566		
	c) Ink Cartridges (B&W, Color)	\$ 651		
	d) Labels	\$ 93		
	e) Data Cartridges	\$ 169		
	f) Storage Boxes	\$ 187		
	g) Toner (B&W, Color)	\$ 884		
	h) Calendars	\$ 139		
	i) Cash Register Tape/Kroy Tape	\$ 139		
2030	PRINTED FORMS	\$ 1,400.20	\$ 1,377	\$ 1,644
	a) Checks/Envelopes	\$ 425		
	b) Minute Books (2)	\$ 225		
	c) Stationery/Envelopes	\$ 436		
	d) Stationery/Envelope Shells	\$ 308		
	e) Business Cards	\$ 150		
	f) Misc. Printing	\$ 100		
2100	OPERATING SUPPLIES	\$ 560.50	\$ 625	\$ 625
	a) Dog/Cat Receipt Books & Tags	\$ 75		
	c) Reverse Directory	\$ 500		
	d) Miscellaneous	\$ 50		

2017 BUDGET BREAKDOWN OF EXPENDITURES:**ADMINISTRATION-41400 (CON'T)**

		2015 ACTUAL	2016 BUDGET	2017 BUDGET
2220	POSTAGE	\$ 4,322.89	\$ 3,445	\$ 3,695
	a) Postage	\$ 3,250		
	b) Monthly Postage Software Fee (\$15.99 x 12)	\$ 195		
	c) Labels	\$ 250		
3210	CELL PHONE	\$ 629.69	\$ 800	\$ 750
3310	TRAVEL EXPENSE	\$ 3,365.23	\$ 3,300	\$ 3,300
	a) Staff Mileage	\$ 300		
	b) Administrator's Car Allowance \$250/mo	\$ 3,000		
3410	EMPLOYMENT ADVERTISING	\$ 259.20	\$ -	\$ -
3500	PRINTING & PUBLISHING	\$ 474.17	\$ 360	\$ 460
	a) Financial Report	\$ 150		
	b) Budget Summary	\$ 160		
	c) Truth in Taxation	\$ 150		
3550	COUNTY FEE FOR SERVICE	\$ 2,110.14	\$ 2,500	\$ 2,500
	a) Special Assessment & TNT Charges			
	1) Anoka County	\$ 2,450		
	2) Ramsey County	\$ 50		
4050	MAINTENANCE AGREEMENTS	\$ 9,137.75	\$ 6,519	\$ 7,192
	a) Copy Machine Maintenance	\$ 3,852		
	b) USTI - Software Support	\$ 920		
	c) Document Imaging (Laser Fiche)	\$ 2,120		
	d) Annual charge for color copies-overage	\$ 300		
4300	CONFERENCES & SCHOOLS	\$ 4,821.05	\$ 5,935	\$ 6,425
	a) MCFOA Annual Conf./Meetings	\$ 1,300		
	b) IIMC Annual Conference	\$ 2,200		
	c) LMC Annual Conference	\$ 700		
	d) MCFOA Advanced Institute	\$ 500		
	e) Municipals Banquets (1 per year)	\$ 250		
	f) LMC Loss Control Workshop	\$ 25		
	g) MN GFOA Conference	\$ 600		
	h) USTI Staff Training (\$1,200 paid by P.U.)	\$ 600		
	i) Miscellaneous	\$ 250		

2017 BUDGET BREAKDOWN OF EXPENDITURES:**ADMINISTRATION-41400 (CON'T)**

		2015 ACTUAL	2016 BUDGET	2017 BUDGET
4330	DUES & SUBSCRIPTIONS	\$ 652.00	\$ 570	\$ 735
	a) IIMC	\$ 155		
	b) Municipals	\$ 25		
	c) Sam's Club	\$ 40		
	d) MCFOA	\$ 70		
	e) MN GFOA	\$ 60		
	f) Zip 4 Directories	\$ 50		
	g) LMC City Official Directory	\$ 65		
	h) Wells Fargo Credit Card	\$ 10		
	i) MCMA	\$ 120		
	j) Notary Renewal	\$ 140		
4500	CONTRACTUAL SERVICES	\$ 3,901.01	\$ 5,345	\$ 4,245
	a) Shredding Service	\$ 400		
	b) Northland Securities	\$ 1,250		
	Continuing Disclosure Reports			
	c) Codification of City Code Supplements	\$ 1,600		
	d) Online Hosting of City Code	\$ 495		
	d) Contingency	\$ 500		
5000	CAPITAL OUTLAY	\$ 1,957.80	\$ -	\$ -
<u>TOTAL ADMINISTRATION</u>		<u>\$ 450,000.65</u>	<u>\$438,489</u>	<u>\$ 432,654</u>

2017 BUDGET BREAKDOWN OF EXPENDITURES:

ASSESSOR-41500

4000 CONTRACTUAL SERVICES
a) Kenneth A. Tolzmann Contract

	2015 ACTUAL	2016 BUDGET	2017 BUDGET
	\$ 35,008.00	\$ 35,500	\$ 35,500

2017 BUDGET BREAKDOWN OF EXPENDITURES:

AUDIT & FINANCIAL-41540

3010 AUDIT EXPENSE

	2015 ACTUAL	2016 BUDGET	2017 BUDGET
	\$ 9,050.00	\$ 9,415	\$ 9,612

2017 BUDGET BREAKDOWN OF EXPENDITURES:

I T DEPARTMENT-41600

4000 CONTRACTUAL SERVICES

- a) PD IT Services (CIT) \$14,000
- b) Admin IT Services (TC E-media) \$10,500
- c) Comcast High Speed Internet (\$50/month) \$600
- d) Anti-virus Software Renewal \$500
- e) Constant Contact (\$20/month) \$240
- f) Website Hosting/Domains \$500
- g) Miscellaneous \$250

2015 ACTUAL	2016 BUDGET	2017 BUDGET
\$ 14,022.03	\$ 23,490	\$ 26,590

2017 BUDGET BREAKDOWN OF EXPENDITURES:

LEGAL FEES-41610

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

2015 ACTUAL	2016 BUDGET	2017 BUDGET
\$ 112,699.17	\$ 125,000	\$ 125,000

2017 BUDGET BREAKDOWN OF EXPENDITURES:

ENGINEERING FEES-41710

3030 ENGINEERING FEES

	2015 ACTUAL	2016 BUDGET	2017 BUDGET
	\$ 7,258.60	\$ 9,000	\$ 9,000

2017 BUDGET BREAKDOWN OF EXPENDITURES:

<u>PLANNING & ZONING-41720</u>		2015 ACTUAL	2016 BUDGET	2017 BUDGET
2100	OPERATING SUPPLIES	\$ 43.75	\$ 117	\$ 117
	a) Name Plates			
	b) Letterhead/Envelopes			
2220	POSTAGE	\$ 180.44	\$ 150	\$ 150
3500	PRINTING & PUBLISHING	\$ 260.77	\$ 400	\$ 400
	a) Public Notices (Property Owners)			
	b) Official Notices (Newspapers)			
4000	PLANNER FEES	\$ -	\$ 1,000	\$ 500
<u>TOTAL PLANNING & ZONING</u>		\$ 484.96	\$ 1,667	\$ 1,167

2017 BUDGET BREAKDOWN OF EXPENDITURES:**GOVERNMENT BUILDINGS-41940**

		2015 ACTUAL	2016 BUDGET	2017 BUDGET
1010 SALARIES		\$ 12,663.19	\$ 13,522	\$ 14,462
a) 1 - 25%				
1050 VACATION BUY BACK		\$ 298.30	\$ 269	\$ 350
1210 PERA EMPLOYER CONTRIBUTION		\$ 947.67	\$ 1,026	\$ 1,085
a) Coordinated 7.5%	\$ 14,462			
1220 FICA & MEDICARE EMPLOYER CONTRIBUTION		\$ 987.33	\$ 1,027	\$ 1,133
a) FICA 6.2%	\$ 14,812			\$ 918
b) Medicare 1.45%	\$ 14,812			\$ 215
1300 HEALTH & DENTAL INSURANCE		\$ 2,552.86	\$ 3,300	\$ 2,185
1313 PRUDENTIAL LIFE INSURANCE		\$ 12.50	\$ 13	\$ 13
1510 WORKER'S COMPENSATION		\$ -	\$ 500	\$ 500
a) Premium	\$ 500			
b) Deductible	\$ -			
2100 OPERATING SUPPLIES		\$ 7,907.80	\$ 7,500	\$ 8,000
a) Paper Products				
b) Cleaning Supplies				
c) Biohazard Clean Up Kits				
d) Mat Cleaning Service				
2200 REPAIR & MAINTENANCE		\$ 10,736.68	\$ 7,200	\$ 7,200
a) Irrigation System	\$ 538			
b) Plbg./Electrical	\$ 2,322			
c) General Bldg. Repair/Maint.	\$ 2,090			
d) Annual Fire Ext. Maint.	\$ 750			
e) Test Fire Sprinklers in North Garage	\$ 500			
f) Gun Range-Service Calls (furnace etc)	\$ 1,000			
2225 LANDSCAPE MATERIALS		\$ 136.20	\$ -	\$ -
2280 UNIFORMS		\$ 189.08	\$ 750	\$ 750
a) Uniforms Allowance per contract	\$ 700			
b) T-Shirts	\$ 50			
3210 LANDLINE TELEPHONE		\$ 8,484.83	\$ 9,000	\$ 9,000
a) T1 Service,Phone System,Long Distance	\$ 6,120			
b) Yearly Maintenance Agreement	\$ 1,750			
c) Bulletin Board Dedicated Line	\$ 630			
d) Service Calls	\$ 500			
3810 ELECTRIC SERVICE		\$ 21,781.10	\$ 22,000	\$ 22,000
a) Bulletin Board				
b) Security Lighting				
c) City Offices				
d) Public Works Building				

2017 BUDGET BREAKDOWN OF EXPENDITURES:**GOVERNMENT BUILDING-41940 (CON'T)**

		2015	2016	2017
		ACTUAL	BUDGET	BUDGET
3830	GAS UTILITIES	\$ 15,248.78	\$ 20,000	\$ 19,000
	a) Public Works Building			
3841	RUBBISH REMOVAL	\$ 4,378.25	\$ 4,150	\$ 4,200
	a) Rubbish Removal	\$ 3,350		
	b) Anoka County Solid Waste Mgmt Fee	\$ 850		
4000	CONTRACTUAL SERVICES	\$ 752.53	\$ 940	\$ 4,480
	a) Pest Control	\$ 300		
	b) Safety Consultant	\$ 640		
	c) Security Camera Maintenance	\$ 3,540		
5000	CAPITAL OUTLAY	\$ 21,157.04	\$ -	\$ -
7000	GOVERNMENT BUILDING REPLACEMENT FUND	\$ 8,126.00	\$ 9,014	\$ 9,436
<u>TOTAL GOVERNMENT BUILDINGS</u>		\$ 116,360.14	\$ 100,211	\$ 103,794

2017 BUDGET BREAKDOWN OF EXPENDITURES:**POLICE PROTECTION-42100**

		2015 ACTUAL	2016 BUDGET	2017 BUDGET
1010	SALARIES	\$ 987,270.35	\$ 983,188	\$ 1,018,601
	a) Officers, Chief & Sergeants	\$ 873,089		
	b) Record Management Technicians	\$ 110,997		
	c) Receptionist (1,560/hrs yr)	\$ 33,075		
	d) Terminal Agency Coord (TAC)	\$ 1,440		
	Special Pay - \$120/month			
1013	OVERTIME	\$ 53,920.91	\$ 99,500	\$ 97,000
	a) Officers	\$ 82,000		
	b) Record Management Technicians	\$ 6,000		
	c) City SITE	\$ 9,000		
	(Holiday Pay, **Revenue Generating: Safe & Sober Grant, SITE; Non Generating Revenue: Night to Unite)			
1050	VACATION BUY BACK	\$ 6,009.77	\$ 5,000	\$ 6,300
1210	PERA EMPLOYER CONTRIBUTION	\$ 157,352.50	\$ 153,825	\$ 158,869
	a) PNF 15.3% \$ 964,089	\$ 147,506		
	b) Coordinated 7.5% \$ 151,512	\$ 11,363		
1220	FICA & MEDICARE EMPLOYER CONTRIBUTION	\$ 23,130.72	\$ 25,144	\$ 26,052
	a) FICA 6.2% \$ 157,812	\$ 9,784		
	b) Medicare 1.45% \$1,121,901	\$ 16,268		
1300	HEALTH & DENTAL INSURANCE	\$ 137,761.32	\$ 148,000	\$ 142,500
1313	PRUDENTIAL LIFE INSURANCE	\$ 645.02	\$ 665	\$ 675
1510	WORKER'S COMPENSATION	\$ 24,025.95	\$ 25,000	\$ 25,000
	a) Premium	\$ 23,000		
	b) Deductible	\$ 2,000		
2000	OFFICE SUPPLIES	\$ 3,705.96	\$ 3,600	\$ 3,600
	a) Ticket Writer Paper			
	b) Ink Cartridges			
	c) Printer Paper			
2030	PRINTED FORMS	\$ 462.52	\$ 1,000	\$ 1,000
	a) Mandate Property Receipts			
	b) Notice of Seizure/Intent to Forfeit			
	c) Business Cards & Letterhead			
2040	RANGE EQUIPMENT & SUPPLIES	\$ 6,305.06	\$ 7,550	\$ 7,550
	a) Taser Cartridges	\$ 1,250		
	b) Ammo (Mandated to use duty ammo)	\$ 3,550		
	c) Targets	\$ 300		
	d) Range Filter	\$ 500		
	e) Gun Cleaning Supplies	\$ 150		
	f) Range Cleaning-Contractor	\$ 1,300		
	g) Range Service Calls-routine maintenance	\$ 500		

2017 BUDGET BREAKDOWN OF EXPENDITURES:**POLICE PROTECTION-42100 (CON'T)**

		2015 ACTUAL	2016 BUDGET	2017 BUDGET
2100	OPERATING SUPPLIES	\$ 539.16	\$ 3,500	\$ 3,500
	a) First Aid Supplies	\$ 187		
	b) Tobacco compliance checks	\$ 100		
	c) Vehicle Registrations	\$ 60		
	d) Vehicle Title Transfers	\$ 60		
	e) Mouth Pieces	\$ 321		
	f) Defib Electrodes	\$ 1,067		
	g) Biohazard Clean-Up Kits	\$ 233		
	h) DVD-DVR	\$ 47		
	i) Eyeglasses (Contractual)	\$ 600		
	j) Annual Fire Ext Inspections	\$ 425		
	k) Miscellaneous	\$ 400		
2120	MOTOR FUELS & LUBRICANTS	\$ 15,787.61	\$ 23,700	\$ 21,700
2220	POSTAGE	\$ 712.78	\$ 1,900	\$ 1,900
3050	MEDICAL EXPENSES	\$ -	\$ 2,000	\$ 2,000
	a) Hiring Process-Employee Physical & Psych Evaluation			
3210	CELL PHONES	\$ 3,269.05	\$ 3,400	\$ 3,400
3211	DATA SERVICES	\$ 12,224.85	\$ 16,992	\$ 26,622
	a) Mobile Data Quarterly Fee \$450x4	\$ 1,800		
	b) Monthly Mobile Access \$266 X 12	\$ 3,192		
	c) CJDN Quarterly Fee \$390x4	\$ 1,560		
	d) Ticket Writer Fee	\$ 520		
	e) Two Factor Authentication Annual Cost	\$ 6,500		
	f) Evidence.com	\$ 13,050		
3300	CLOTHING & PERSONAL EQUIPMENT	\$ 7,857.85	\$ 9,970	\$ 9,860
	a) \$810x11	\$ 8,910		
	b) Office Staff \$300x3	\$ 900		
	c) Service Awards	\$ 50		
3310	TRAVEL EXPENSE	\$ 642.63	\$ 500	\$ 500
3421	800 MHZ RADIO	\$ 1,188.87	\$ 2,006	\$ 2,006
	a) Annual MESB Fee	\$ 1,000		
	b) Radio Extended Warranty	\$ 1,006		
4000	CONTRACTUAL SERVICE	\$ 9,397.00	\$ 16,860	\$ 17,035
	a) Shredding Service	\$ 500		
	b) Radar Calibration	\$ 400		
	c) Public Safety Data System (PSDS)	\$ 15,200		
	d) Detox transportation (Dakota County)	\$ 335		
	e) MN IT	\$ 600		

2017 BUDGET BREAKDOWN OF EXPENDITURES:

POLICE PROTECTION-42100 (CON'T)

		2015 ACTUAL	2016 BUDGET	2017 BUDGET
4050	MAINTENANCE AGREEMENTS	\$ 3,648.52	\$ 4,000	\$ 4,000
	a) Copier & Overages	\$ 2,700		
	b) Imaging, Scanner Service Plan & Support	\$ 1,100		
	c) Taser Extended Warranties	\$ 200		
4060	AUTO EQUIPMENT & REPAIR	\$ 15,385.57	\$ 20,000	\$ 20,000
4070	OTHER EQUIPMENT REPAIR	\$ 3,141.55	\$ 3,500	\$ 2,500
4300	CONFERENCES & SCHOOLS	\$ 8,185.66	\$ 12,050	\$ 13,000
	a) Law Enforcement Training	\$ 5,000		
	b) IACP Conference	\$ 2,500		
	c) Training per Contract \$500 x 11	\$ 5,500		
4330	DUES & SUBSCRIPTIONS	\$ 585.00	\$ 1,485	\$ 1,125
	a) Anoka County Chiefs	\$ 45		
	b) MN Chiefs of Police	\$ 230		
	c) IACP	\$ 150		
	d) Post Board Renewals (\$90x3)	\$ 270		
	e) MN Crime Prevention	\$ 45		
	f) Assn. Of Training Officers	\$ 15		
	g) Sam's Club	\$ 35		
	h) Tri Co Investigation Assoc.	\$ 85		
	i) MOCIC	\$ 250		
5000	CAPITAL OUTLAY	\$ 33,764.39	\$ 35,472	\$ 36,521
	a) 2016 Squad	\$ 31,696		
	b) Tear Down & Rebuild 2016	\$ 4,200		
	c) Squad Graphic's Stripping	\$ 625		
7000	TRANSFER OUT	\$ 14,423.00	\$ 25,355	\$ 25,268
	a) Radio Replacement (Fund 243)	\$ 5,000		
	b) Repayment for Loan Advance (GK) (use savings from salaries/benefits)	\$ 13,613		
	c) Emergency Management (Fund ***)	\$ 3,155		
	d) Animal Control (Fund ***)	\$ 1,000		
	e) Reserves (Fund 103)	\$ 2,500		

TOTAL POLICE PROTECTION

#####	\$ 1,635,162	\$ 1,678,084
-------	--------------	---------------------

2017 BUDGET BREAKDOWN OF EXPENDITURES:**FIRE PROTECTION-42200**

	2015 ACTUAL	2016 BUDGET	2017 BUDGET
4000 FIRE DEPARTMENT CONTRACT	\$ 186,712.56	\$ 199,057	\$ 207,450
4935 STATE FIRE AID	\$ 422,929.30	\$ 422,930	\$ 422,930
5000 CAPITAL OUTLAY - LGA	\$ 20,412.81	\$ 29,439	\$ 50,012
<u>TOTAL FIRE PROTECTION</u>	<u>\$ 630,054.67</u>	<u>\$ 651,426</u>	<u>\$ 680,392</u>

2017 BUDGET BREAKDOWN OF EXPENDITURES:**CODE ENFORCEMENT-42300**

		2015 ACTUAL	2016 BUDGET	2017 BUDGET
1010 SALARIES		\$ 75,986.24	\$ 78,600	\$ 102,665
1040 TEMPORARY SALARY		\$ -	\$ 10,080	\$ 14,560
	Seasonal Internship (\$12-\$15/hr) 1040 @ \$14			
1050 VACATION BUY BACK		\$ 1,461.60	\$ 1,462	\$ 2,500
1210 PERA EMPLOYER CONTRIBUTION		\$ 5,698.95	\$ 5,858	\$ 7,700
	a) Coordinated 7.5% \$ 102,665 \$ 7,700			
1220 FICA & MEDICARE EMPLOYER CONTRIBUTION		\$ 5,848.37	\$ 6,855	\$ 9,159
	a) FICA 6.2% \$ 119,725 \$ 7,423			
	b) Medicare 1.45% \$ 119,725 \$ 1,736			
1300 HEALTH & DENTAL INSURANCE		\$ 9,595.35	\$ 9,850	\$ 16,220
1313 PRUDENTIAL LIFE INSURANCE		\$ 51.36	\$ 51	\$ 78
1510 WORKER'S COMPENSATION		\$ 435.26	\$ 1,450	\$ 1,450
	a) Premium \$ 450			
	b) Deductible \$ 1,000			
2000 OFFICE SUPPLIES		\$ 153.55	\$ 500	\$ 500
2100 OPERATING SUPPLIES		\$ 1,106.25	\$ 1,300	\$ 1,348
	a) Printed Forms - Permits \$ 200			
	b) Business Cards \$ 200			
	c) Identification Attire \$ 278			
	d) Code Books & Publications \$ 370			
	e) Annual Charge for Color Copies \$ 300			
2120 MOTOR FUELS		\$ 1,057.61	\$ 1,600	\$ 1,600
2200 REPAIR & MAINTENANCE		\$ 1,625.53	\$ 1,000	\$ 1,000
	a) Vehicle Repair & Maint.			
3210 CELL PHONE		\$ 792.78	\$ 1,000	\$ 1,000
3310 TRAVEL EXPENSES		\$ -	\$ 150	\$ 200
4300 CONFERENCES & SCHOOLS		\$ 2,290.72	\$ 1,000	\$ 1,200
	a) Annual Bldg. Official State Conference \$ 800			
	b) Fire Marshall Training \$ 100			
	c) M.A.H.C.O. \$ 100			
	d) M.B.P.T.A. \$ 200			

2017 BUDGET BREAKDOWN OF EXPENDITURES:**CODE ENFORCEMENT-42300 (CON'T)****4330 DUES & SUBSCRIPTIONS**

a) ICC Membership	\$	160
b) 10,000 Lakes Membership	\$	150
c) Wells Fargo Credit Card	\$	10
d) Fire Marshalls Assn	\$	80
e) M.A.H.C.O.	\$	100
f) Permit Works Annual Subscription	\$	3,105
g) M.B.P.T.A.	\$	150

2015	2016	2017
ACTUAL	BUDGET	BUDGET
\$ 2,768.48	\$ 2,000	\$ 3,755

TOTAL CODE ENFORCEMENT

\$ 108,872.05	\$ 122,756	\$ 164,935
----------------------	-------------------	-------------------

2017 BUDGET BREAKDOWN OF EXPENDITURES:**STREETS-43000**

			2015 ACTUAL	2016 BUDGET	2017 BUDGET
1010 SALARIES			\$ 131,398.95	\$ 127,722	\$ 132,640
a) 1 - 100%	\$	59,100			
b) 3 - 25%	\$	44,010			
c) 33% of Director	\$	29,530			
1013 OVERTIME			\$ 2,884.65	\$ 7,361	\$ 7,459
a) 175 hrs @ \$42.62					
1020 ON-CALL SALARIES			\$ 1,031.40	\$ 2,518	\$ 2,131
a) 50 hrs @ \$42.62					
1050 VACATION BUY BACK			\$ 1,643.00	\$ 1,310	\$ 1,900
1210 PERA EMPLOYER CONTRIBUTION			\$ 9,568.49	\$ 10,557	\$ 10,667
a) Coordinated 7.5% \$142,230					
1220 FICA & MEDICARE EMPLOYER CONTRIBUTION			\$ 9,761.60	\$ 10,821	\$ 11,026
a) FICA 6.2%	\$ 144,130	\$ 8,936			
b) Medicare 1.45%	\$ 144,130	\$ 2,090			
1300 HEALTH & DENTAL INSURANCE			\$ 22,720.94	\$ 23,105	\$ 18,700
1313 PRUDENTIAL LIFE INSURANCE			\$ 105.08	\$ 107	\$ 107
1510 WORKER'S COMPENSATION			\$ 8,731.89	\$ 9,000	\$ 9,000
a) Premium	\$	8,000			
b) Deductible	\$	1,000			
2120 MOTOR FUELS & LUBRICANTS			\$ 11,443.30	\$ 18,000	\$ 15,000
2150 SHOP MATERIALS			\$ 1,130.58	\$ 2,000	\$ 2,500
2200 REPAIR, MAINTENANCE & SUPPLIES			\$ 4,330.85	\$ 7,500	\$ 7,500
2210 EQUIPMENT PARTS			\$ 7,688.06	\$ 6,000	\$ 6,000
2221 TIRES			\$ 759.00	\$ 760	\$ 800
2224 STREET MAINTENANCE MATERIALS			\$ -	\$ 1,393	\$ 1,300
a) Sand/Salt (\$30,000 moved to MSA)	\$	-			
b) Storm Sewer Repairs (Storm Water Fund)	\$	-			
c) Asphalt	\$	1,300			
2226 SIGNS & STRIPING			\$ 3,225.87	\$ 6,000	\$ 6,000
a) Crosswalks					
b) Curbs					

2017 BUDGET BREAKDOWN OF EXPENDITURES:**STREETS-43000 (CON'T)**

		2015	2016	2017
		ACTUAL	BUDGET	BUDGET
2280	UNIFORMS	\$ 994.31	\$ 1,690	\$ 1,040
	a) Uniforms Allowance per contract	\$ 950		
	b) T-Shirts	\$ 90		
3210	CELL PHONE	\$ 182.37	\$ 370	\$ 370
4000	CONTRACTUAL SERVICES	\$ 628.00	\$ 840	\$ 840
	a) Safety Consultant	\$ 640		
	b) Random Drug Testing & Annual Fee	\$ 200		
	c) Street Sweeping (<i>\$9,000 - Storm Water Fund</i>)	\$ -		
4300	CONFERENCES & SCHOOLS	\$ 192.82	\$ 400	\$ 400
	a) Safety Training	\$ 100		
	b) A.P.W.A. St. Cloud	\$ 300		
4330	DUES & SUBSCRIPTIONS	\$ 45.00	\$ 100	\$ 100
	a) American Public Works Assn.	\$ 80		
	b) Regional Mutual Aid Dues	\$ 10		
	c) Wells Fargo Credit Card	\$ 10		
5000	CAPITAL OUTLAY	\$ -	\$ -	\$ -
7000	TRANSFER OUT			\$ 1,600
	a) Forestry (New)	\$ 1,600		
<u>TOTAL STREETS DEPARTMENT</u>		\$218,466.16	\$ 237,554	\$ 237,080

2017 BUDGET BREAKDOWN OF EXPENDITURES:**RECREATION-45100**

		2015 ACTUAL	2016 BUDGET	2017 BUDGET
1010	SALARIES <i>(includes dept. shared employee)</i>	\$ 186,866.06	\$ 207,245	\$ 216,702
1030	PART TIME	\$ 5,371.32	\$ -	\$ -
1040	TEMPORARY SALARIES <i>(Salary Range \$10-\$12)</i>	\$ 10,182.13	\$ 13,700	\$ 15,090
	a) 3 Playground Leaders		\$12 x 320 hrs x 3 = \$11,520	
	b) Rink Attendants		\$10.50 x 340 hrs = \$3,570	
1050	VACATION BUY BACK	\$ 1,479.46	\$ 2,600	\$ 1,600
1210	PERA EMPLOYER CONTRIBUTION	\$ 14,015.00	\$ 15,669	\$ 16,253
	a) Coordinated 7.5%	\$ 216,702	\$ 16,253	
1220	FICA & MEDICARE EMPLOYER CONTRIBUTION	\$ 15,345.33	\$ 17,165	\$ 17,854
	a) FICA 6.2%	\$ 233,392	\$ 14,470	
	b) Medicare 1.45%	\$ 233,392	\$ 3,384	
1300	HEALTH & DENTAL INSURANCE	\$ 28,752.03	\$ 33,231	\$ 33,500
1313	PRUDENTIAL LIFE INSURANCE	\$ 154.29	\$ 176	\$ 176
1510	WORKER'S COMPENSATION	\$ 695.59	\$ 1,700	\$ 1,700
	a) Premium	\$ 700		
	b) Deductible	\$ 1,000		
2000	OFFICE SUPPLIES	\$ 1,610.34	\$ 1,625	\$ 2,161
	a) Office Supplies	\$ 789		
	b) Woven Envelopes/Stationary Shells	\$ 372		
	c) Ink Cartridges, Toner	\$ 1,000		
2220	POSTAGE	\$ 4,921.81	\$ 6,800	\$ 8,950
	a) Recreation Brochure Mailing	\$ 6,600		
	b) Miscellaneous Mailings	\$ 2,350		
2290	EQUIPMENT SUPPLIES	\$ 2,495.61	\$ 2,200	\$ 2,500
	a) Playground Supplies (Bats,Balls,Games)	\$ 464		
	b) Youth Program Supplies	\$ 836		
	c) Seniors Program	\$ 1,200		
3310	TRAVEL EXPENSE	\$ 1,328.32	\$ 1,000	\$ 1,000
3410	EMPLOYMENT ADVERTISING	\$ -	\$ -	\$ -
3500	PRINTING & PUBLISHING	\$ 10,662.69	\$ 9,857	\$ 12,857
	a) Winter Program Brochure	\$ 4,000		
	b) Fall Program Brochure	\$ 4,000		
	c) Spring/Summer Brochure	\$ 3,000		
	d) Paper, ink & stencils for all flyers	\$ 1,857		

2017 BUDGET BREAKDOWN OF EXPENDITURES:**RECREATION-45100 (CON'T)**

		2015	2016	2017
		ACTUAL	BUDGET	BUDGET
4300	CONFERENCES & SCHOOLS	\$ 410.00	\$ 1,400	\$ 1,400
	a) M.R.P.A. Annual Conference	\$ 1,300		
	b) Municipals Banquet	\$ -		
	c) M.R.P.A., LMC Workshops	\$ 100		
4330	DUES & SUBSCRIPTIONS	\$ 417.00	\$ 435	\$ 435
	a) M.R.P.A.	\$ 265		
	b) Sam's Club	\$ 135		
	c) Wells Fargo Credit Card	\$ 20		
	d) M.A.S.S.	\$ 15		
5000	CAPITAL OUTLAY	\$ -	\$ -	\$ -
<u>TOTAL RECREATION DEPARTMENT</u>		<u>\$ 284,706.98</u>	<u>\$ 314,803</u>	<u>\$ 332,178</u>

2017 BUDGET BREAKDOWN OF EXPENDITURES:**PARKS-45200**

		2015 ACTUAL	2016 BUDGET	2017 BUDGET
1010	SALARIES	\$ 124,608.23	\$ 133,160	\$ 139,055
	a) 1 - 100% (Lead Worker)	\$ 65,515		
	b) 3 - 25%	\$ 44,010		
	c) 33% of Director	\$ 29,530		
1013	OVERTIME	\$ 4,566.81	\$ 7,211	\$ 7,459
	a) 175 hrs @ \$42.62			
1020	ON-CALL SALARIES	\$ 1,450.23	\$ 2,518	\$ 2,131
	a) 50 hrs @ \$42.62			
1040	TEMPORARY SALARIES (Salary range \$11-13)	\$ -	\$ -	\$ 15,840
	a) \$12.00 x 520	\$ 6,240		
	b) \$12.00 x 520	\$ 6,240		
	c) \$12.00 x 280	\$ 3,360		
1050	VACATION BUY BACK	\$ 1,643.00	\$ 2,474	\$ 1,900
1210	PERA EMPLOYER CONTRIBUTION	\$ 9,905.36	\$ 10,943	\$ 11,148
	a) Coordinated 7.5% \$ 148,645			
1220	FICA & MEDICARE EMPLOYER CONTRIBUTION	\$ 10,148.04	\$ 11,305	\$ 12,728
	a) FICA 6.2% \$ 166,385	\$ 10,316		
	b) Medicare 1.45% \$ 166,385	\$ 2,413		
1300	HEALTH & DENTAL INSURANCE	\$ 20,153.98	\$ 23,103	\$ 19,720
1313	PRUDENTIAL LIFE INSURANCE	\$ 101.51	\$ 107	\$ 107
1510	WORKER'S COMPENSATION	\$ 9,238.94	\$ 10,500	\$ 10,500
	a) Premium	\$ 9,500		
	b) Deductible	\$ 1,000		
2100	OPERATING SUPPLIES	\$ 392.74	\$ 1,000	\$ 1,000
	a) Park Building Supplies			
	1) Rags			
	2) Cleaning Supplies			
	3) Paper Products			
	4) Shovels/Rakes			
2120	MOTOR FUELS & LUBRICANTS	\$ 10,738.18	\$ 17,000	\$ 13,000
2200	REPAIRS & MAINTENANCE	\$ 7,663.88	\$ 7,000	\$ 7,000
	a) Paint	\$ 800		
	b) Hardware	\$ 800		
	c) Lumber	\$ 800		
	d) Electrical	\$ 700		
	e) Irrigation System	\$ 1,800		
	f) Conde Park Fountain	\$ 800		
	g) Auto Repairs	\$ 1,000		
	h) Miscellaneous	\$ 300		

2017 BUDGET BREAKDOWN OF EXPENDITURES:

<u>PARKS-45200 (CON'T)</u>		2015 ACTUAL	2016 BUDGET	2017 BUDGET
2210	EQUIPMENT PARTS	\$ 1,256.92	\$ 3,000	\$ 5,500
2221	TIRES	\$ 157.70	\$ 600	\$ 600
2225	LANDSCAPE MATERIALS	\$ 6,805.82	\$ 8,600	\$ 8,932
	a) Fertilizer & Seed	\$ 3,000		
	b) Agriculture Lime	\$ 1,243		
	c) Line White Field Marking Paint	\$ 464		
	d) Safe Line for Lining Fields	\$ 278		
	e) Retaining Block	\$ 556		
	f) Fibre for Playgrounds	\$ 1,391		
	g) Broadleaf Control	\$ 2,000		
2280	UNIFORMS	\$ 875.32	\$ 1,700	\$ 1,000
	a) Uniform Allowance per contract	\$ 800		
	b) T-Shirts	\$ 200		
2290	RECREATION EQUIPMENT SUPPLIES	\$ 775.09	\$ 1,530	\$ 2,000
	a) Replacement parts for Bleachers/ Benches/Tables	\$ 250		
	b) Volleyball, Hockey & Tennis Nets	\$ 250		
	c) Backstop Fencing	\$ 600		
	d) Playground Parts	\$ 900		
3210	LEAD WORKER'S CELL PHONE	\$ 488.15	\$ 232	\$ 300
3810	ELECTRIC SERVICE	\$ 4,315.73	\$ 3,800	\$ 3,800
	a) Warming House (Able Park) Skating Lights			
	b) Tennis & Ballfield Lights at Terrace Park			
	c) Conde Park Water Fountain			
	d) 8463 Terrace Road			
3830	GAS SERVICE	\$ 3,063.27	\$ 4,000	\$ 4,000
	a) Able Park Building			
	b) Terrace Park Building			
	c) Sanburnol Building (heat left on low to prevent damage)			
	d) 8463 Terrace Road			
3841	RUBBISH REMOVAL	\$ 263.87	\$ 300	\$ 400
	a) Removal	\$ 300		
	b) Solid Waste Mgmt Charge-Anoka Co	\$ 100		
4190	SATELLITE RENTAL	\$ 1,299.99	\$ 1,300	\$ 1,360
	a) 2 units @ \$63 = \$126 x 4/mo.	\$ 504		
	b) 2 units @ \$63 = \$126 x 6/mo.	\$ 756		
	c) 2 units @ \$50 = \$100	\$ 100		

2017 BUDGET BREAKDOWN OF EXPENDITURES:**PARKS-45200 (CON'T)**

		2015	2016	2017
		ACTUAL	BUDGET	BUDGET
4300	CONFERENCES & SCHOOLS	\$ 1,027.01	\$ 800	\$ 1,300
	a) Public Works Annual Conference	\$ 100		
	b) Ballfield Maintenance	\$ 100		
	c) Playground School	\$ 1,000		
	d) Minnesota Green Conference	\$ 100		
4500	CONTRACTUAL SERVICES	\$ 628.00	\$ 760	\$ 760
	a) Safety Consultant	\$ 640		
	b) Random Drug Testing	\$ 120		
4901	LAKESIDE PARK EXPENSE	\$ 11,500.00	\$ 11,500	\$ 11,500
5000	CAPITAL OUTLAY	\$ -	\$ -	\$ -
		\$ -		
<u>TOTAL PARKS DEPARTMENT</u>		<u>\$233,067.77</u>	<u>\$ 264,443</u>	<u>\$ 283,040</u>

2017 BUDGET BREAKDOWN OF EXPENDITURES:**101.45200.4901 LAKESIDE PARK****Salaries:**

a) Maintenance Person:

4 hrs/day x 80 days x \$11/hr

\$ 3,520

\$ 3,360

\$ 3,520

FICA/Medicare

(.0765 x \$3,520)

\$ 257

\$ 269

Worker's Compensation

(.0335 x \$3,520)

\$ 166

\$ 220

Operating Supplies:

a) Soap, toilet paper, garbage bags

\$ 250

b) Ag lime for ballfield

\$ 200

c) Aeration notice

\$ 60

d) Volleyball net

\$ 90

e) Broadleaf/Veg Control

\$ 500

f) Fertilizer (50 bags) & seed

\$ 700

g) Playground surface

\$ 800

\$ 3,000

\$ 2,600

Electricity (Vandal lights, irrigation system & buildings)

\$ 1,600

\$ 1,400

Water/Sewer Service

\$ 1,600

\$ 1,800

Refuse Collection

\$ 75

\$ 75

Portable Restrooms

\$ 500

\$ 650

Maintenance Equipment Rental/Usage

\$ 4,600

\$ 4,600

Insurance

\$ 4,800

\$ 4,800

Equipment Repairs

a) Sprinkler system-expansion

\$ 724

b) Drinking fountain

\$ 300

c) Fencing

\$ 100

d) Playground equipment

\$ 247

e) Signs repairs

\$ 100

f) Electrical

\$ 300

g) Building and sidewalks

\$ 1,845

\$ 3,592

\$ 3,616

TOTAL LAKESIDE PARK BUDGET

\$ 23,550

\$ 23,550

Less Park Rental Income & Investment Income

\$ (550)

\$ (550)

\$ 23,000

\$ 23,000

Spring Lake Park Share

\$ 11,500

\$ 11,500

2017 BUDGET BREAKDOWN OF EXPENDITURES:

MISCELLANEOUS-49000		2015 ACTUAL	2016 BUDGET	2017 BUDGET
1313	RETIRED LIFE BENEFITS	\$ -	\$ 50	\$ 50
3600	INSURANCE	\$ 41,018.14	\$ 45,000	\$ 45,000
	a) General Liability			
	b) Accident			
	c) Boards & Commissions			
	d) Auto			
4000	CONTRACTUAL SERVICE-ZONING UPDATE	\$ 14,000.00	\$ -	\$ -
4390	MISCELLANEOUS	\$ 5,863.84	\$ 1,000	\$ 1,000
4420	PLUMBING SURCHARGE	\$ 203.00	\$ 200	\$ 200
4430	HEATING & AIR CONDITIONING SURCHARGES	\$ 438.12	\$ 400	\$ 400
4440	BUILDING SURCHARGES	\$ 4,120.17	\$ 2,000	\$ 2,000
7000	PERMANENT TRANSFERS	\$ 255,500.00	\$ 170,000	\$ 170,000
	a) Election Fund transfer	\$ 10,000		
	b) Severence Liability	\$ 15,000		
	(2009-\$0)			
	(2010-\$0)			
	(2011-\$10,000)			
	(2012-\$10,000)			
	(2013-\$10,000)			
	(2014-\$10,000)			
	(2015-\$15,000)			
	c) Transfer from LGA (Fire Dept Debt)	\$ 50,000		
	d) Transfer from LGA (PW Debt Service Fund)	\$ 40,000	(remainder 50%-PU)	
	e) Transfer from LGA (Storm WaterFund)	\$ 25,000		
	f) Transfer from LGA (Police Radios)	\$ 15,000		
	g) Transfer from LGA (Comp Plan Update)	\$ 5,000		
	h) Special Projects	\$ 10,000		
TOTAL MISCELLANEOUS		\$ 321,143.27	\$ 218,650	\$ 218,650
TOTAL 2017 EXPENDITURES		\$ 4,128,010.36	\$ 4,242,858	\$ 4,391,250



City of Spring Lake Park
Engineer's Project Status Report

To: Council Members and Staff
From: Phil Gravel

Re: **Status Report for 12.19.16 Meeting**
File No.: R-18GEN

Note: Updated information is shown in *italics*.

CSAH 35 Turn Lanes and Sidewalk (193802914).

Contractor has supplied final payment documents. It's okay to process final contractor payment request. RCWD has reviewed close-out of permit issues and is okay with the project pending review of seeding next spring.

MS4 Permit (193802936).

2016 implementation items have been completed. We will work with the Public Works Director and the Administrator to develop a work plan for 2017 MS4 items and to begin initial discussions on the process for updating the surface water management plan.

2017 Sanitary Sewer Lining Project (193803782).

Working with Public Works Director on plans and specs for this project in the neighborhood east of Able Street and north of 81st Avenue. Bids will be received in February.

2017-2018 Street Seal Coat Project (193803783).

Working with Public Works Director on plans and specs for this 2-year project. Bids will be received in February.

Other issues/projects.

Working with staff on updating the city's Water Supply Plan (MnDNR requirement).

P.G. attended a meeting of the Anoka County Engineers (city engineers, county staff, and MnDOT). MnDOT and County discussed forthcoming 2017 projects – nothing was mentioned that directly affects Spring Lake Park.

Working with school district engineer on site plan issue for school expansion project.

Working with Terry on options for bituminous trail repairs at various locations.

Working with staff on development review for possible Dominion project.

Working with staff on drainage issues (as presented at 11.14.16 City Council Workshop). Field survey information has been obtained. We will discuss next steps including the need to complete some stormwater modeling with the Public Works Director and the Administrator.

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

CORRESPONDENCE

December 1, 2016

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

Dear Daniel:

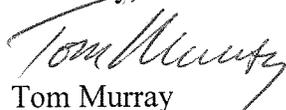
It is with great pleasure that we ask to serve as the official newspaper for the City of Spring Lake Park in 2017. As we continue to implement new changes in the newspaper to improve readership, we feel it's important to provide readers with the city's public notices in addition to news stories, features and photographs of local events we cover each week.

We would like to publish your public notices in the Blaine/Spring Lake Park Life. The legal publication rate for the Blaine/Spring Lake Park Life as of January 1, 2017, will remain unchanged at \$10.75 per column inch. If any documents need to be manually typeset, a \$20 flat fee will be charged per public notice. As a newspaper published in the County of Anoka, we meet the requirements to qualify as your official legal newspaper.

All public notices published in the Blaine/Spring Lake Park Life will be posted to abcnewspapers.com – which averages over 65,000 unique visitors per month in search of local news and information.

We have appreciated your business over the past years and hope that we can be of service to you in 2017 as a credible community news source. Your direct contacts with our Public Notice department are: publicnotice@ecm-inc.com or call Tonya Orbeck at (763) 689-6001. Deadline: 10am Wednesday to publish Friday. If you have any questions, please feel free to call me at (763) 712-3533 or email me at tom.murray@ecm-inc.com. Thank you for your consideration.

Sincerely,


Tom Murray
General Manager
ECM Publishers, Inc.
ABC Newspapers

A N O K A
C O U N T Y
P A R K S A N D
C O M M U N I T Y
S E R V I C E S

the connection
december • 2016

VOLUME 23 ISSUE 12





EVENTS AND UPDATES

From the Division Manager	3
New Signage at Municipal Recycling Centers	4
Skiing in the Parks	5
Mississippi West Regional Park Master Plan Update	5
Dedicated Parkkeepers	6
Fall Landscape Work	6
Wargo Heritage Lab Success	7
Golf Season Has Come to an End	7
Updates at Banfill-Locke	7

FROM THE DIVISION MANAGER:

On November 22nd, the Anoka County Board of Commissioners approved the Five Year Capital Improvements Plan for Anoka County. Included in that plan is a list of improvement projects in a wide variety of areas: transportation, libraries, information technology, and government buildings.

The Anoka County Park System is another of the principal areas in the County's five-year plan. Covering the years 2017 through 2021, the total projected investment for the park system is close to \$12.5 million. Of that amount, about \$12.1 million, or 97.4%, is being provided through grants from outside funding sources. Those sources include the State's Clean Water Land and Legacy Program, State Environmental Trust Fund, State General Fund, Metropolitan Council and State Bonds, the National Park Service, and the Federal Transportation Funds. Only 2.6% is coming from County funds.

Eighteen projects are slated for implementation over the next five years. The majority of projects, about 80%, involve the reconstruction of existing facilities and infrastructure. For calendar year 2017, about \$2.6 million will be invested in the Anoka County Park System on eight different park projects:

- Bunker Hills Activities Center Outdoor Gathering Spaces and Deck
- Bunker Hills Central Maintenance Facility Improvements
- Large Equipment Replacement
- Manomin Park Restroom Facility Upgrades
- Mississippi West Regional Park Entrance Road and Parking Lot Development
- Wargo Nature Center Displays and Improvements
- Riverfront Regional Park Redevelopment
- Rum River Bank Stabilization at Rum River Central Regional Park

Going forward, there are another 16 projects identified for the years 2018 through 2021. The total projected investment is about \$9.9 million and is spread throughout the County Park System at the following locations:

- Bunker Hills Regional Park
- Central Anoka County Regional Trail
- Islands of Peace Park
- Manomin Park – Rice Creek West Regional Trail
- Martin-Island Linwood Lakes Regional Park
- Rice Creek Chain of Lakes Park Reserve
- Riverfront Regional Park
- Rum River Central Regional Park

It takes the work of many, many partners, to develop the funding for these projects. And, it takes a very dedicated and talented staff do the hard work of designing and implementing these many worthwhile improvements.

I would like to thank our County Board, the State Legislature, the Metropolitan Council, and our many other friends and contributors who believe in the mission of the Anoka County Park System. We are humbled that you entrust us to wisely invest these resources for the betterment of outdoor recreation facilities and services for the citizens of our region.

See you on the trail.

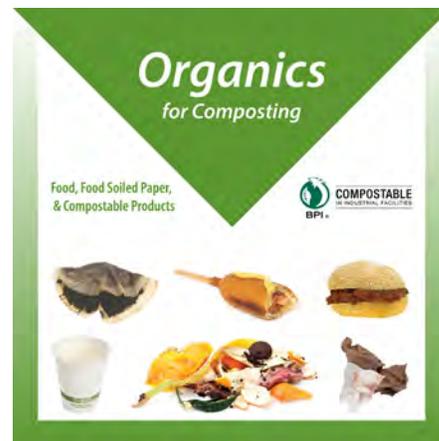
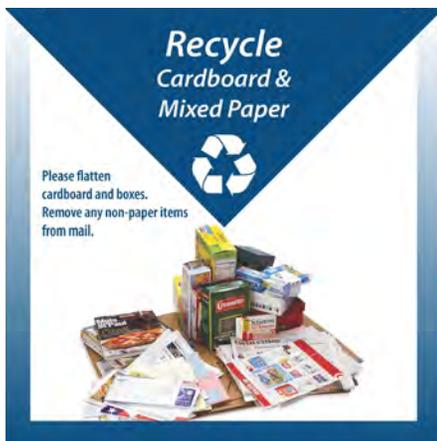
John VonDeLinde



NEW SIGNAGE AT MUNICIPAL RECYCLING CENTERS

Residents who frequent municipal recycling drop-off centers may have noticed new signage at several sites this fall. The Anoka County Recycling & Resource Solutions (R&RS) Department worked with municipal partners to create new, updated, consistent signage at several municipal recycling centers: Andover, East Bethel, Linwood, Nowthen, Oak Grove, and Spring Lake Park. The updated signs were installed in late September.

With recycling, consistency and clear messages are key. R&RS staff worked with municipal staff to develop design standards to ensure the signs were consistent, clear, and easy to understand. The new signs have a similar look at each location, making it easier for residents to place items in the proper container. A deep blue color was used on the signs to associate with recycling signs used throughout the metro region. The green colors on some signs are specifically for organics recycling containers (to collect and recycle food waste).



SKIING IN THE PARKS

Many park visitors are anxiously awaiting snowfall so they can enjoy their favorite park activity! Cross country skiing in Anoka County Parks is entertaining and inexpensive. Whether you have your own equipment or rent equipment, this is an activity you can experience with family and friends of all ages.

Cross country skiing and snowshoe equipment rental is available at Bunker Hills Regional Park, Chominox Golf Course, and Coon Rapids Dam Regional Park. In addition to these three rental sites, trails are groomed at Rum River Central Regional Park and Bunker Hills skijoring area. Anoka County grooms close to 50 kilometers of trails, which are suitable for both beginners and advanced skiers.



MISSISSIPPI WEST REGIONAL PARK MASTER PLAN UPDATE



The Parks and Recreation staff will soon begin a community engagement process for an update to the Mississippi West Regional Park Master Plan. The previous plan was completed in 2010; the need for an update is based on changing needs in the system and to provide a park plan that is inclusive to all community members. Staff will work closely with the public and others to ensure the plan accurately portrays the wants and needs of the community while enhancing the variety of natural resources within the park. The engagement and planning process is anticipated to take about six months to complete. Proposed changes to the plan include

utilizing Traprock Street as the park entrance, adding a maintenance facility, and adjusting the boundary to accommodate the City of Ramsey's Riverdale Drive frontage road expansion.

DEDICATED PARKKEEPERS



The Maintenance Unit has been very busy this fall completing post peak season projects. Improvements to Bunker Hills Campground roads, Rice Creek beach wall, and the annual water shutdowns have all been completed. In addition to these undertakings, the entire cross country ski trail system has been given a thorough inspection and pruning, flail mowing, and leaf clearing in preparation for what is projected to be a snow heavy winter. The grooming equipment has been pulled out of storage and is ready to roll once the snow starts coming.

None of this work would be possible without the dedicated Parkkeepers and support staff in the unit. On November 30, we wished three of our staff a

very happy and peaceful retirement. Mike Jacobson, Mike DuBois, and Joe Bungert have all made the decision to start the next chapter in their lives. Combined, they represent nearly 100 years of Anoka County Parks maintenance knowledge, ingenuity, resourcefulness and public service. Mike, Mike and Joe truly are leaders and their presence will surely be missed. It can be said with 100% certainty that our parks system wouldn't be what it is today without the efforts of these three outstanding people. They have made this place better for everyone, both within the county ranks and for the public we serve. Thank you for everything!



FALL LANDSCAPE WORK

Fall is the time to prepare landscapes for winter. The crew tended to all 220+ landscape beds as part of this years' winter preparation. Some of the fall activities include shrub trimming and thinning, cutting back herbaceous forbs and grasses, digging up and storing bulbs, removing dead annuals, conducting performance evaluations, and planning plant selections for next year. This year staff also included some fall planting and seeding. Native grass and forbs seed, along with a cover crop of oats, were planted along the new walkway as part of the Wargo entrance re-build. The crew also planted trees and shrubs at the Centerville Beach area. A shrub bed was added around the outdoor shower station to mitigate the mud problem that results from the shower's use. Eleven Swamp White Oak trees were added to the turf area to provide shade and lessen the impact from the loss of ash trees to Emerald Ash Borer once it finds its way to the beach area.



WARGO HERITAGE LAB SUCCESS



Fall saw another successful Heritage Lab program for the Wargo Nature Center staff. Over 2,100 students attended this year's topic of Milling, Mining and Lumbering. Presentations included *Life and Leisure in a Lumber Camp*; *From Field to Flour*; *River Driver Lumber Jacks*; *Iron Range Miners Unite!*; *To Market, To Market*; *Early Farming in Minnesota*; *Eva Gay: Undercover Reporter*; *Chasing the Big Iron*; and *Teamwork Makes the Trees Work*. As a result of the partnership project with the University of Minnesota Department of Architecture, several learning kiosks saw their first successful use. The weather was wonderful and participants and presenters both enjoyed the new Heritage Lab kiosks. Thanks to the Gibbs Museum of Pioneer and Dakotah Life and the

Anoka County Historical Society for providing presenters to round out the teaching staff. Also thanks to the Anoka County Park Maintenance Unit for their set-up, daily monitoring, and clean-up. All are looking forward to the fall of 2017 when the topic will be Voyageurs!

GOLF SEASON HAS COME TO AN END

The 2016 golf season has come to an end. But at Chomonix, we're still thinking golf as we plan for our 10th annual holiday pro shop sale. The Chomonix clubhouse will be open Friday, December 16, and Saturday, December 17, from 12pm-9pm, and Sunday, December 18, from 9am-5pm. Be sure to stop by and check out our end of the season sales, "If you have a golfer in the family, this is a sale you won't want to miss!," said golfer Tony P.



UPDATES AT BANFILL-LOCKE

Holiday Gift mART fills the galleries at BLCA. Stop in to find unique handmade gifts. Select from a variety of jewelry, painting, cards, scarves, and other great giftable items. Shop during regular art center hours, Tuesday - Saturday 10 AM to 4 PM. The Holiday Gift mART closes December 17th.

The December Reading Series features the series curators authors Margaret Hasse and Clarence White. The reading will be held December 9th at 7:30.

Mark your calendars for our first exhibit of 2017! Reaching Backward, Reaching Forward: Tracing Histories ~ New work by Kit Leffler and Monica Sheets. This exhibit is the end result of our hardworking Artists in Residence.



Always There.®

December 2016

Dear Community Leader:

In August 2015, Center Point Energy filed a request with the Minnesota Public Utilities Commission (MPUC) to change its rates for utility distribution service. The MPUC recently approved CenterPoint Energy's request for a rate increase, which goes into effect Dec. 1.

Under the final order, the monthly Basic Charge for residential customers remains the same per month at \$9.50, and the per therm Deliver Charge increases from \$0.18458 to \$0.20648. The effect on an average residential customer's bill (who uses approximately 923 therms in a year) is an increase of about \$2 per month, or \$24 per year. Bills also vary because the wholesale cost of natural gas changes each month.

The increase in rates is needed because CenterPoint Energy is making significant and ongoing capital improvements in Minnesota in accordance with natural gas pipeline safety and integrity regulations. The expenses are necessary to:

- Ensure that customers receive natural gas service delivered safely and reliably to their homes and businesses
- To respond to significant public improvement requirements on the system
- To modernize the system with technology improvements

The best way for customers to manage their natural gas bill is to lower consumption through energy conservation. CenterPoint Energy offers low cost home energy audits to help identify ways customers can reduce energy costs and increase their comfort. We also have numerous rebates offerings for high-efficiency natural gas equipment that help lower operating costs. We maintain a website for energy saving ideas with many low cost and no cost ideas and information including a tool to compare this year to last year for temperature and consumption at CenterPointEnergy.com/SaveEnergy.

Enclosed are high-level final rates facts which provide more detailed information on how the new rates will affect monthly bills.

If you have questions, comments or would like more information, you are invited to visit our website at CenterPointEnergy.com/RateCase.

Sincerely,

A handwritten signature in cursive script that reads "Christie Singleton".

Christie Singleton
District Director
Enclosure: Final Rates Facts



Always There.®

New natural gas distribution rates approved

What you need to know

In August 2015, CenterPoint Energy asked the Minnesota Public Utilities Commission (MPUC) to change its rates for utility distribution service.

- The filing, known as a rate case, sought to increase the Company's annual revenues by \$54.1 million or about 6.4 percent.
- The MPUC approved an annual revenue increase of approximately \$27.5 million, or 3.5 percent.
- Under the final order, the monthly Basic Charge for residential customers remains at \$9.50, and the per therm Delivery Charge increases from \$0.18458 to \$0.20648.
- The effect on an average residential customer's bill (who uses approximately 923 therms in a year) is an increase of about \$2 per month, or \$24 per year. Bills also vary because the wholesale cost of natural gas changes each month.
- Rate changes will affect individual monthly bills differently depending on the amount of natural gas used and the customer's rate class.

Refunds on interim rates

State law allowed the Company to collect interim (temporary) rates while the MPUC considered its rate case.

- The Company began collecting annual interim rates of \$47.8 million, on October 2, 2015.
- Since the final rate increase of \$27.5 million is less than the interim rate increase, the Company will refund the difference, with interest, as well as other adjustments beginning in December 2016 bills.
- A typical residential customer's refund is approximately \$16.

Learn more

Visit CenterPointEnergy.com/RateCase or 800-245-2377

To learn how you can save energy and money, visit CenterPointEnergy.com/SaveEnergy.

Notice to customers

To make sure we can send you any refund owed, please provide a forwarding address if you stop service. If you move before a refund is issued and we cannot find you, your refund may be treated as abandoned property and sent to the Minnesota Department of Commerce, Unclaimed Property Unit. You can check for unclaimed property at www.missingmoney.com.



North Metro TV

November 2016 Update

Program Production

In November, a total of **67 new programs** were produced utilizing the North Metro facilities, funds, and services. This constitutes **58:15:00 hours of new programming**.

- 33 programs were produced by the public
- 16 programs were produced by NMTV staff
- 18 programs were produced by City staff



Van Shoots

The van was used for **23:00:00 hours of production**. The following events were videotaped:

- Football: Section Final: Cooper vs. Spring Lake Park
- Football: State Quarter-Final: Blaine vs. Minnetonka
- Football: State Quarter-Final: Spring Lake Park vs. Andover



Workshops

Workshop	Instructor	Organization	Students
Basic Production	Eric Houston	General Public	5
Early Film Treasures Lecture	Eric Houston	Video Club	12
HD Studio A Introduction	Eric Houston	Video Club	15
James Bond Lecture	Eric Houston	Video Club	5
HD Studio A Introduction	Eric Houston	Video Club	4
5 Workshops			41 Students

Home Movie Transfers

Home movie transfers have become one of our most popular services. Residents can transfer their family videos, film, slides, and photos at North Metro TV themselves for free, or pay NMTV to do it. Most participants want to do it themselves.

Month	Hours Transferred	Tapes	Film Reels	DVDs	Photos/ Slides	Fees Paid
January	262.25	137	54	0	NA	\$950
February	124.0	37	43	6	NA	\$110
March	288.5	129	21	3	NA	\$225
April	243.0	106	23	69	NA	\$525
May	183.25	94	10	59	NA	\$190
June	137.75	91	46	60	NA	\$166
July	156.00	97	30	0	NA	\$220
August	120.75	34	36	54	6	\$505
September	82.00	36	5	93	0	\$165
October	257.50	103	120	9	0	\$35
November	174.5	99	58	10	627	\$177

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	100	746.75
February	52	314.25
March	77	688.00
April	85	759.25
May	166	955.50
June	78	511.75
July	80	601.25
August	61	466.50
September	54	309.25
October	79	547.25
November	87	518.25

Production Highlights

NMTV News Highlights

Each week Danika Peterson and Ben Hayle create a news program that highlights events, people, issues, and information important to citizens of our Member Cities. Some November highlights include Lino Lakes Beyond the Yellow Ribbon Proclamation Ceremony, Spring Lake Park students heading to the polls, the Children's Theatre exploring the Holocaust, holiday giving opportunities, and the battle over Unity Hospital. In addition to daily playbacks of North Metro TV News on the cable systems, there are over 331 local stories archived for viewers on the NMTV YouTube page. The page can be accessed through the northmetrotv.com website.



Live Election Results!

Local election coverage is something the NMTV news crew takes very seriously. Their Local Decision coverage began in May, when the first filing period was held. Over the summer they started contacting candidates and the first candidate biographies went on-line in July. After the Primary Election and second filing period, the rest of the candidates were contacted and more biographies were posted in September. September and October were filled with coordinating and shooting Candidate Debates, and Spotlights for those running unopposed. Ben and Danika also did a series on NMTV News



examining Lexington's write-in campaign. Election coverage concluded with the live Local Decision 2016 results program on Election Day. A crew of staff and volunteers worked together to produce our best election program to date. The coverage included live interviews, with reporter Tarkor Zehn, from campaign events using our LiveShot technology and Ham Lake's ex-mayor, Paul Meunier, Circle Pines Mayor, Dave Bartholomay, Blaine City Council Member, Dave Clark, ex-Representative Kathy Tingelstead, and retiring Representative Alice Johnson as in-studio guests. They offered insight and analysis during the evening. For the first time ever, the live results program was cablecast on all seven City channels, in addition to channel 15 along with live streaming on the web.

Youth Football

Every fall, the NMTV sports team spends a couple of days at the end of October/beginning of November covering the North Suburban Youth Football League Championships. (Previously the Blaine/Spring Lake Park Youth Football Championships.) In total five championship games ranging from the 2nd grade to the 6th were recorded. Staff goes all out for the kids with play-by-play and color announcers and full use instant-replay. Not only did we record the games, we also went live with all of them on channel 15 and on our website. It has also become a tradition to play all of the games again on Thanksgiving day.

School Programs

T.J. Tronson spent Veteran's Day at Blaine High School recording the annual Veteran's Day program and to assist the school with technical needs for the audience in the auditorium. He set up and tested the equipment the day before the event and then made sure that audio and video were making it to the overflow crowd. He also completed editing two Blaine High School plays, Project Murder, and Haphazardly Ever After. 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.



HD Upgrade

The HD upgrade of the two studios and master control are essentially completed. There are still a few issues to be worked out, and new needs continue to pop up, but all areas are operational. The new production truck is slated for delivery on December 12th. The picture to the right is of the actual vehicle. A little interior work remains, and upon delivery, Alpha will begin the installation of the new HD equipment. The truck is considerably larger than our previous vehicle and will afford some desperately needed space.



PR bits and pieces

- Found sponsors for Sports Den Fall Finale.
- Shot more B-roll in Centerville, including at the elementary school, and the aerial sunset shot. The sunset shot was done with the drone, operated by T.J.
- Re-edited Centerville video. It is a rough draft that has already received 2400 views on the private Vimeo page
- Got sponsors for Election night coverage.
- Continued to work on Make.

Production equipment consulting for cities and schools

Blaine

- Met with Roark to discuss issues with Alpha video upgrade.
- Contacted Alpha and asked them to return Roark's calls. They did.
- Recommended meeting a company called Z Systems for another proposal. Arranged the a meeting.
- Recommended additional equipment for upgrade, specifically, the Ross Legislative Solution with user friendliness in mind.
- Created 10 pages for the Blaine SCALA system.

Spring Lake Park

- Met with Wanda at City Hall.
- Inspected current equipment and found a way to get HD copies of the meetings for playback on the system. SLP has an Aja Ki Pro HD recorder. Plans were put in motion to give NMTV remote access to the Ki Pro so we can download meetings.
- Created 28 pages of graphics for the Spring Lake Park Power Point system.

Ham Lake

- Met with Jennifer and Denise at City Hall.
- Ham Lake would like to wait for the installation of the Carousel systems for graphic updating.
- In response to meeting image quality issues, inspected control room. Noted no HD equipment, a lower end model camera set. Downloaded manuals for cameras and switcher. Offered to adjust internal settings for a new white balance. Made appointment to do so.
- Purchased a camera remote for white balancing.

Circle Pines

- Met with Chandra at City Hall.
- Discussed video and graphic capabilities of new Carousel systems.
- Chandra requested a video about city snow ordinances as they apply to parking and trash cans. Began researching the video and will create once it snows.
- Created 18 graphics for Circle Pines Power Point system.

Lexington

- Met with Peggy and Mary at City Hall.
- Made plans to work with them to create a list of graphics they would like updated.
- Addressed question Mary had about how to fix a problem with naming the files on their digital video recorder. Recommended a new set of memory cards and a new method of deleting unwanted content from the cards.

Centerville

- Called Teresa to make an appointment to discuss graphic updating.
- Decided Centerville would like to wait for the Carousel systems for updating graphics.

Lino Lakes

- Called Lisa to talk about updating SCALA graphics.
- Was told to contact Jeff regarding SCALA issues.

Computer/Networking consulting for cities and schools

No assistance was requested.

City Channel 16 Playback Stats

City	Number of Times Programs Played	Hours Programmed on Channel
Blaine	232	123:50:00
Centerville	45	35:05:00
Circle Pines	153	78:21:00
Ham Lake	62	56:49:00
Lexington	89	40:07:00
Lino Lakes	49	20:32:00
Spring Lake Park	74	120:30:00
Totals:	704 Program Playbacks	475:14:00 Hours of Video Programming on Channels

Programs Produced by the Public

Title	Producer	Runtime
Drive a Tank	Joachim Scholz	00:10:10
Off Constantly (2 episodes)	McLean Dolphy	01:01:37
Off Constantly	Tim Dold	00:32:27
Political Discussion	Brad Sanford	00:14:07
A Fresh New Day (3 episodes)	Anita Wardlaw	01:51:00
Giving In Grace (2 episodes)	Stevie Lindsey	01:42:44
Cornerstone Church (3 episodes)	Rick Bostrom	01:28:34
Lovepower (6 episodes)	Ann Sandell	06:00:00
The Power of Love (6 episodes)	Rick Larson	03:00:00
Rice Creek Watershed District Meeting	Theresa Stasica	03:09:20
Hope Church (3 episodes)	Cindy Hardy	02:12:22
Oak Park Moments (4 episodes)	David Turnidge	02:28:14
33 New Programs		23:50:46 New Hours

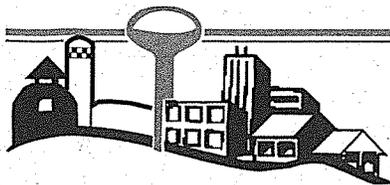
Programs Produced by NMTV Staff

Title	Producer	Runtime
Anoka County Board Meeting (11/8/16)	T.J. Tronson	00:42:53
Anoka County Board Meeting (11/22/16)	T.J. Tronson	01:39:22
Blaine High School Veteran's Day Program	T.J. Tronson	00:58:05
North Metro Mayor's Association Candidate Forum: House District 38/Senate District 38	Michele Silvester	01:12:59
NMTV News (4 episodes)	Danika Peterson/Ben Hayle	01:23:30
Beyond the Yellow Ribbon Proclamation Ceremony	Danika Peterson	00:33:54
Beyond the Yellow Ribbon News Highlight	Danika Peterson	00:02:52
Local Decision 2016: Live Results	Danika Peterson/Ben Hayle	02:36:12
Football: Section Final: Cooper/Spring Lake Park	Kenton Kipp/Matt Waldron	02:36:41
Football: State QF: Blaine/Minnetonka	Kenton Kipp/Matt Waldron	02:29:24
Football: State QF: Spring Lake Park/Andover	Kenton Kipp/Matt Waldron	02:23:32
Sports Den	Kenton Kipp/Matt Waldron	00:29:12
Sports Den Fall Finale	Kenton Kipp/Matt Waldron	00:59:30
16 New Programs		18:08:06 New Hours

Programs Produced by City Staff

Title	Producer	Runtime
Blaine City Council Meeting (11/3/16)	Blaine Staff	01:18:27
Blaine Planning Commission Meeting (11/8/16)	Blaine Staff	00:14:38
Blaine City Council Meeting (11/17/16)	Blaine Staff	00:29:45
Centerville City Council Meeting (11/16/16)	Centerville Staff	01:51:21
Circle Pines City Council Meeting (11/9/16)	Circle Pines Staff	00:13:23
Circle Pines Utility Commission Meeting (11/16/16)	Circle Pines Staff	00:05:32
Circle Pines City Council Meeting (11/22/16)	Circle Pines Staff	00:33:10
Ham Lake City Council Meeting (11/7/16)	Ham Lake Staff	02:10:13
Ham Lake Planning Commission Meeting (11/14/16)	Ham Lake Staff	00:36:28
Ham Lake City Council Meeting (11/21/16)	Ham Lake Staff	00:42:40
Lexington City Council Meeting (11/3/16)	Lexington Staff	00:38:37
Lexington City Council Meeting (11/17/16)	Lexington Staff	00:09:45
Lino Lakes Planning & Zoning Meeting (11/9/16)	Lino Lakes Staff	00:26:01
Lino Lakes City Council Meeting (11/14/16)	Lino Lakes Staff	00:36:53
Lino Lakes City Council Meeting (11/28/16)	Lino Lakes Staff	00:24:14
Spring Lake Park City Council Meeting (11/7/16)	Spring Lake Park Staff	01:17:26
Spring Lake Park City Council Meeting (11/21/16)	Spring Lake Park Staff	02:15:34
Spring Lake Park Planning Commission Meeting (11/28/16)	Spring Lake Park Staff	02:06:41
18 New Programs		16:10:48 New Hours

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



WATERLINE

MDH Minnesota Department of Health



NEWS AND INFORMATION

FOR PUBLIC WATER SUPPLIERS IN MINNESOTA

Metro School to Feature Stand-Alone Exam Prep for Class A & B Licenses

The 2017 Metro District School, conducted by the Minnesota Department of Health (MDH) and the Minnesota Section of American Water Works Association (AWWA), will be held from Monday to Wednesday, April 3-5, 2017 at the Earle Brown Heritage Center in Brooklyn Center.

The school will include an exam prep for those taking the Class C & D exams. However, the exam prep for Class A & B licenses will be held separately, on Friday, March 24, at the the Bloomington Public Works Training Facility, (a registration form for this exam prep and other schools is on page 7).

"I hope that this will encourage all of us to better prepare for testing and the implications it has associated with a certification. In turn we can concentrate on the school content," said MDH certification officer Mark Sloan.

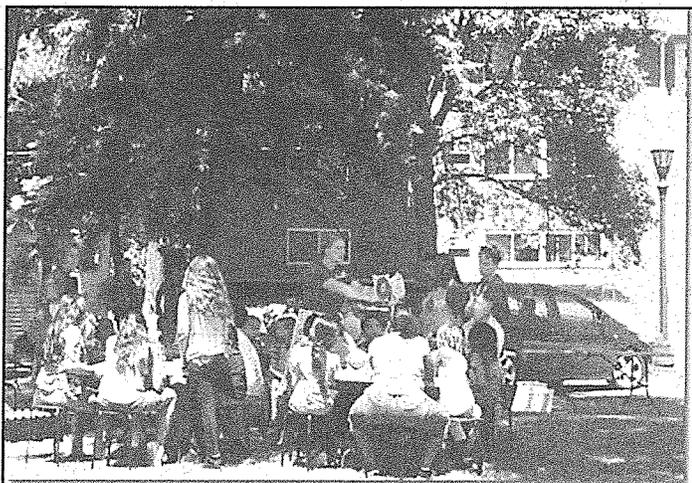
The three-day school will feature technical and leadership classes with specialized sessions on system business solutions, treatment, distribution, and succession planning.

The planning committee is also promoting Gimmicks and Gadgets. "If you have created a gadget or gizmo that helps you at work, bring it to the school," says committee member Brent Massmann. "There will be an opportunity for the creator of the item to demonstrate how it is used."

A separate Granular Media Filtration workshop will be held on Thursday, April 6 at the Bloomington Public Works Training Facility, which is at W. 98th Street and James Avenue.

More information on the exam prep, three-day school, and the follow-up workshop will be in the Spring 2017 issue of the *Waterline*.

Mobile Art Lab



For the third summer in a row, Public Art St. Paul conducted its mobile art lab with a focus on water in Western Sculpture Park in St. Paul. "Making a difference in your own backyard: Rain gardens for water conservation and pollinators" was the theme for the summer, which featured 12 weekly workshops. Director of education Mary Johnson said the art lab and workshops "have demonstrated water quality concepts to participants and have had an added focus on eco-friendly art-making practices and environmentally friendly behaviors as a whole."

Drinking Water Institute



Dave Goergen of Edina, Jon Eaton of Eagan, George Kraynick of Minneapolis, and Jodi Wallin of St. Paul address teachers at the annual Drinking Water Institute for Educators, conducted in Eden Prairie in 2016. Held since 2001, the Institute brings in science teachers from around the state to develop action plans to create inquiry-based activities that they can integrate into their existing science curriculum. The 2017 Institute will be in Lakeville. More information on the Drinking Water Institute is at <http://www.health.state.mn.us/divs/eh/water/institute.index.htm>

Lewis & Clark Project Reaches Magnolia



The last piece of 16-inch pipe is installed for the Magnolia service line as overall completion nears on the Lewis & Clark Regional Water System. Conceived in 1988 as a way of serving water-challenged areas in South Dakota, Iowa, and Minnesota, the Lewis & Clark project takes water from beneath the Missouri River at Vermillion, South Dakota, to communities as far as 125 miles away. The project will serve approximately 300,000 people when it is completed. The pipes crossed into Minnesota last year and in September 2016 reached Magnolia, which is a connection point to Rock County Rural Water System. Magnolia is also a connection point to Lincoln-Pipestone Rural Water, which serves a wide area that includes 38 cities in 10 counties. Next up is to extend the pipes to east of Adrian, another connection point to Lincoln-Pipestone, and then to Worthington. It's anticipated that Lincoln-Pipestone will begin receiving water from the project in 2017. Carstensen Contracting Inc. of Pipestone, Minnesota, has installed all of the pipe in Minnesota. Construction of the entire system is now 67 percent complete; the entire service area will cover 5,000 square miles (approximately the size of Connecticut).

Clean Water Fund Water Reuse Project Seeking Stakeholder Input

A workgroup of state agencies and other interested parties is working to advance safe and sustainable water reuse in Minnesota. Efforts include making recommendations for clarifying the regulatory pathway for water reuse and evaluating resources needed for successful implementation of water reuse.

The workgroup is in the process of gathering stakeholder input. Changes in water reuse policy may affect Minnesota's public health, environment, infrastructure, and water management system, so it's important that the group hear from key stakeholders to make sure sound recommendations are delivered to agency leaders and the legislature.

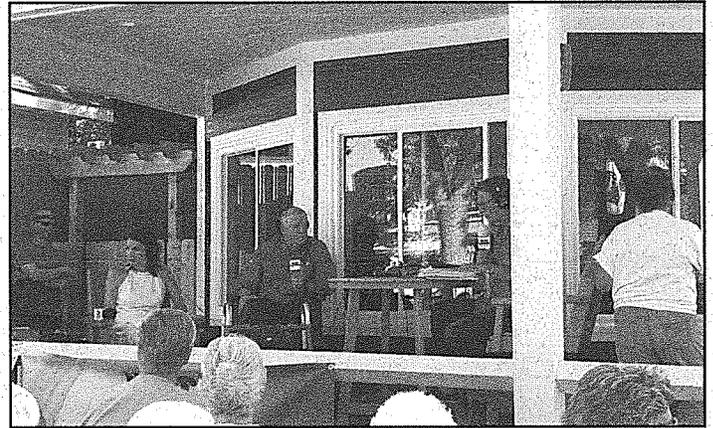
A Stakeholder Advisory Group representing interested parties has been meeting and will continue to meet until April 2017.

Deaths in the Water Industry

Jerry Neagbour, a senior utility operator for the city of Bloomington and a city employee since 1989, died September 7 at the age of 52. According to a utility representative, "Jerry was someone his co-workers considered the 'go-to guy' whenever there was a problem with the pumps or controls at any of the 28 sanitary lift stations throughout the city. It was not uncommon for his co-workers to call Jerry after hours or on weekends to pick his brain regarding problems they were encountering and couldn't quite figure out how to fix. Jerry was said to be always helpful and accommodating, providing his co-workers the information and knowledge they needed to solve the issues they were dealing with." Neagbour is survived by his wife, Laurie, and two daughters.

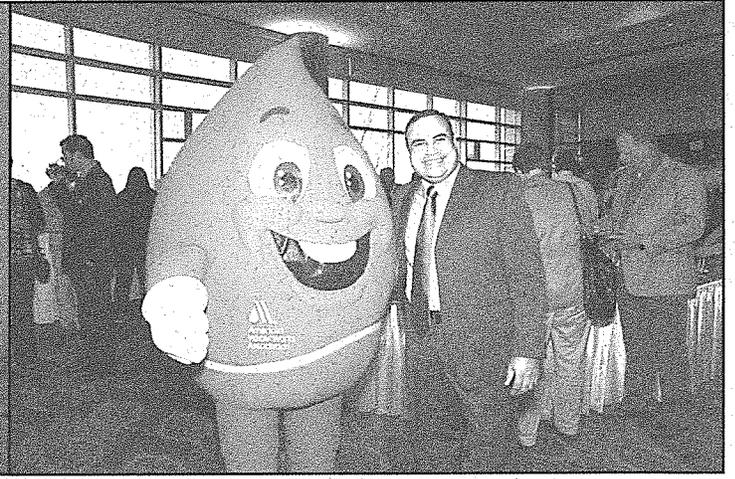
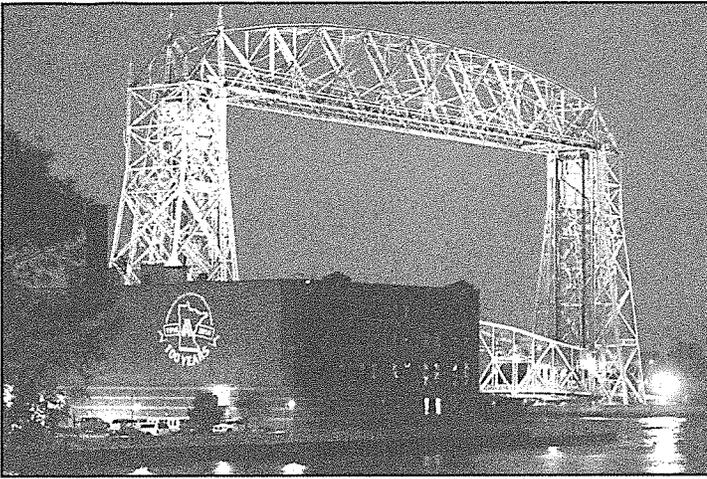
Robert Hintgen, the utility supervisor for the city of Richfield, died August 13. He was 46. Described as a "human dynamo" by one of his colleagues, Robert worked for the city for 20 years. He is survived by his wife, Sara, and two children.

St. Cloud Sweeps Doubleheader in State Fair Taste Test

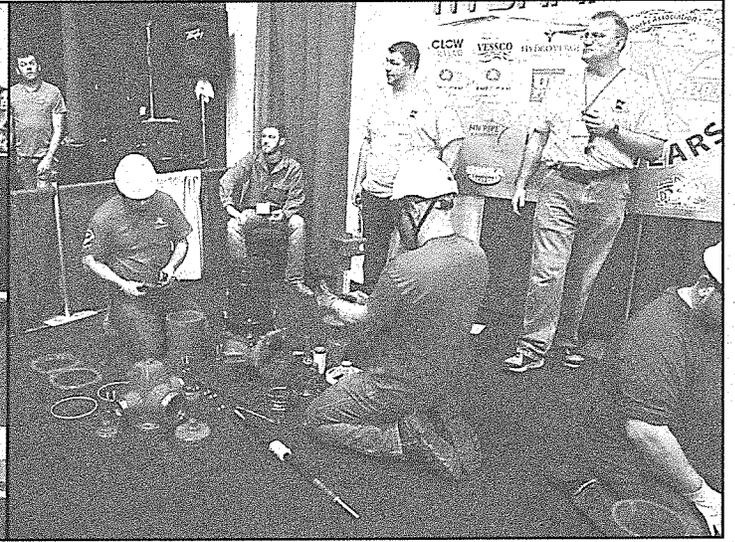


A member of the Minnesota Section of American Water Works Association (AWWA) is flanked by WCCO Radio personalities Jordana Green and John Williams following the Great Minnesota Tap Water Taste Test, which was held on the Sustainability Stage in the Eco Experience building at the State Fair. This year, St. Cloud water edged out Saint Peter for the championship, with Lino Lakes and North St. Paul making the final four. The St. Cloud water was brought to WCCO's State Fair studio and put through another competition. WCCO employees and audience members sampled water from a number of different cities and once again picked St. Cloud as the best tasting. Minnesota AWWA has been holding this contest for a number of years and hopes to continue going on WCCO Radio after each competition in the future. (Update: St. Cloud stayed on a roll and also won the Best in Glass taste-test competition at the Minnesota AWWA conference in Duluth in September.)

Minnesota AWWA Holds 100th Annual Conference



Duluth was the setting for the 100th annual conference of the Minnesota Section of American Water Works Association (AWWA). At right, section director Uma Vempati poses with Wanky the Water Drop.



Competitions, including pipe tapping (left) and hydrant hysteria (right), were among the attractions at the conference.

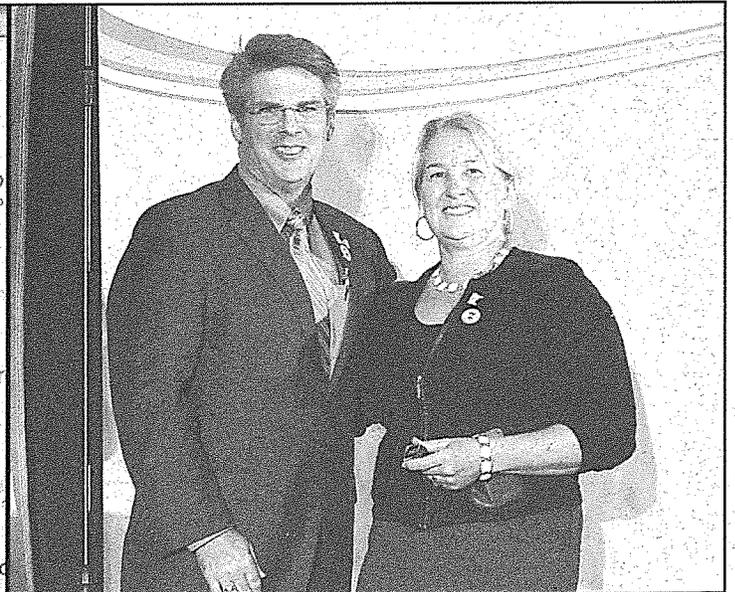
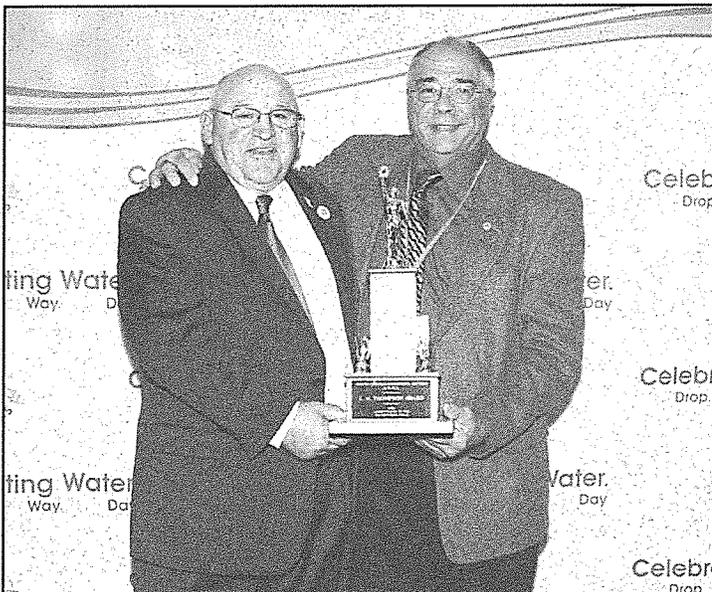


Photo at left: Section chair Jim Sadler (left) presented the Leonard N. Thompson award to Myron Volker of Owatonna. Photo at right: AWWA executive director David LaFrance presented the George Warren Fuller award to Carol Blommel Johnson of Apple Valley.

New Brighton Still Facing, Overcoming Water Challenges

The water professionals at the city of New Brighton have long dealt with challenges that were not of their own making.

Operations at the Twin Cities Army Ammunition Plant (TCAAP), just north of New Brighton, created a robust plume contaminated with trichloroethylene and other volatile organic compounds that contaminated the city's water supply. In the 1980s New Brighton and the U. S. Army reached a landmark litigation settlement agreement. The Army paid for a water treatment facility using granular-activated carbon to remove the contaminants. In addition, the innovative pump-and-treat approach provided residents with a safe supply of drinking water while also cleaning up the aquifer.

Under the settlement agreement, New Brighton pumps and treats a specified volume of water from the contaminated aquifer sufficient to contain migration of contaminants to other parts of the aquifer and to hasten the remediation process. The treated water is consumed by New Brighton residents, and excess water is delivered to Fridley. The agreement represents Minnesota's largest groundwater cleanup process.

The pump-and-treat process has now been put on hold as the city addresses another issue; low levels of 1, 4 dioxane originating from TCAAP have been detected in some of New Brighton's wells. The city conducted a pilot study and plans to add a new treatment process to its existing plant to remove dioxane to levels well below the Minnesota Department of Health (MDH) health risk limit.

In the meantime, New Brighton has switched to water from Minneapolis Water Works. The transfer of the water was easy in one sense. Minneapolis has reservoirs with a combined capacity of 74 million gallons in New Brighton (on the highest point in the Twin Cities), approximately five blocks east of the utility's Columbia Heights ultrafiltration treatment plant

and only 700 feet from the New Brighton plant. Minneapolis tapped into a 48-inch line next to its reservoir and installed a 24-inch line to send water to New Brighton.

Another aspect of the operation required close scrutiny. As seen from the disaster in Flint, Michigan, a water system switching sources must pay attention to the effect of the change, especially with corrosion control.

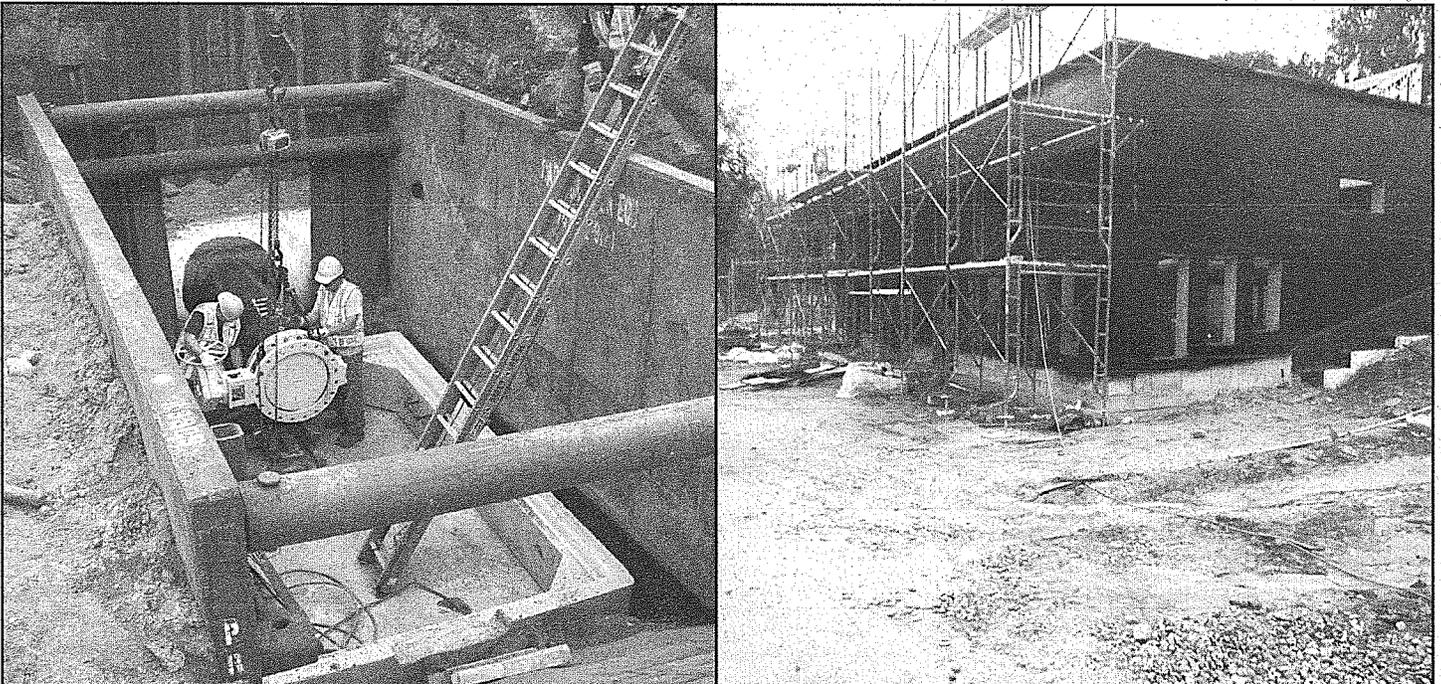
In the 1990s Minneapolis added an ortho/polyphosphate blend to its water, a means of providing a protective coating to insulate the water from absorbing materials such as lead and copper from the pipes.

New Brighton planned for the switch in water and made sure there were no negative ramifications from it.

"New Brighton and Minneapolis worked together to ensure that the water from the two systems would be compatible before the transition," said MDH engineer Anna Schliep. "New Brighton not only added the same corrosion inhibitor that Minneapolis uses but ensured that it was working to coat the pipes, did additional lead and copper monitoring in addition to other water quality parameters during the transition period, and planned communications to residents, including how they would respond to any customer complaints. MDH assisted in reviewing plans and data to provide feedback and technical assistance to New Brighton."

The result was that, by the time the switch in water source occurred in July 2016, New Brighton's water was insulated from materials in the pipes.

The plan is for New Brighton to use Minneapolis water for two years until the new dioxane treatment system is added to its plant and normal pump-and-treat operations can be resumed. It means New Brighton residents can continue to be assured of safe drinking water; however, it also means that the pumping to reduce the contaminated plume has been put on hold.



Left: Crews connect the Minneapolis 48-inch supply line to the 24-inch pipe to New Brighton. Right: Construction on the distribution control station building, which will house the permanent booster pumps.

New Coliform Sample Drop-off Site in International Falls

Certain community public water systems are required to collect a monthly or quarterly total coliform sample and send the sample to a designated laboratory for analysis. There has been an increase in total coliform samples shipped from International Falls and the surrounding area that are not arriving at Pace Analytical in Virginia, Minnesota, within the required 30-hour hold time. As a result, the sample cannot be analyzed and must be recollected. This delay is likely due to changes with the United States Postal Service distribution centers located throughout the state. In addition to using an overnight courier service, a new option is now available for submitting samples to the laboratory.

Pace Analytical will now pick up samples from the Koochiching County Public Health Office in International Falls at noon every Wednesday. Those interested may collect the sample on Wednesday morning and deliver it by noon with the completed lab form to:

Koochiching County Public Health and Human Services
Forestland Annex
1000 5th Street
International Falls, Minnesota 56649

This new option will guarantee that the sample arrives at the lab the same day it is collected.

The pickup charge is \$15.00, payable either with the exact amount in cash or by a check payable to Pace Analytical (noting "sample pickup charge" in the memo section). Samples cannot be dropped off at the county health office without payment. Contact information for the drop-off location: Debra Polkinghorne, 218-283-7070.

Truths for Mature Humans

There is a great need for a sarcasm font.

Bad decisions make good stories.

I hate when I just miss a call by the last ring (Hello? Hello? Doggone it!),
but when I immediately call back, it rings nine times and goes to voice mail.
What did you do after I didn't answer? Drop the phone and run away?

I keep some people's phone numbers in my phone just so I know not to answer when they call.

Even under ideal conditions people have trouble locating their car keys in a pocket,
finding their cell phone, and Pinning the Tail on the Donkey,
but I bet everyone can find and push the snooze button from 3 feet away,
in about 1.7 seconds, eyes closed, first time, every time!

Is it just me or do high school kids get dumber and dumber every year?

Words to Live By

You can make more friends in two months by becoming interested in other people than
you can in two years by trying to get people interested in you.

—Dale Carnegie

Wisdom is the reward you get for a lifetime of listening when you'd have preferred to talk.

Life is not a matter of holding good cards but of playing a poor hand well.

—Robert Louis Stevenson

Two sorts of writers possess genius: those who think and those who cause others to think.

—Roux

Do not ruin an apology with an excuse.

—Benjamin Franklin

Bacteriological Sampling Plan Requirements and Guidance

Sample Site Locations

Public water systems (PWSs) must collect total coliform samples at sites which are representative of water quality throughout the distribution system, and the samples must be analyzed by an MDH accredited laboratory.

Use easily accessible sites (24/7 access, if possible).

- Spread sites throughout the distribution system.
 - Divide system into segments/quadrants and choose sites from each area.
 - Use sites in different pressure zones.
 - Use sites in areas that serve sensitive populations.
 - Use sites fed by different storage facilities.
- Use sites that have an available upstream and downstream site within 5 service connections.
- Sample from taps that are in good condition (avoid bathrooms, outside taps, taps close to the ground, etc.).
- Use sites that get a fair amount of use on a regular basis (avoid seasonal sites or large diameter service connections that aren't used regularly).
- Avoid dead-end sites.

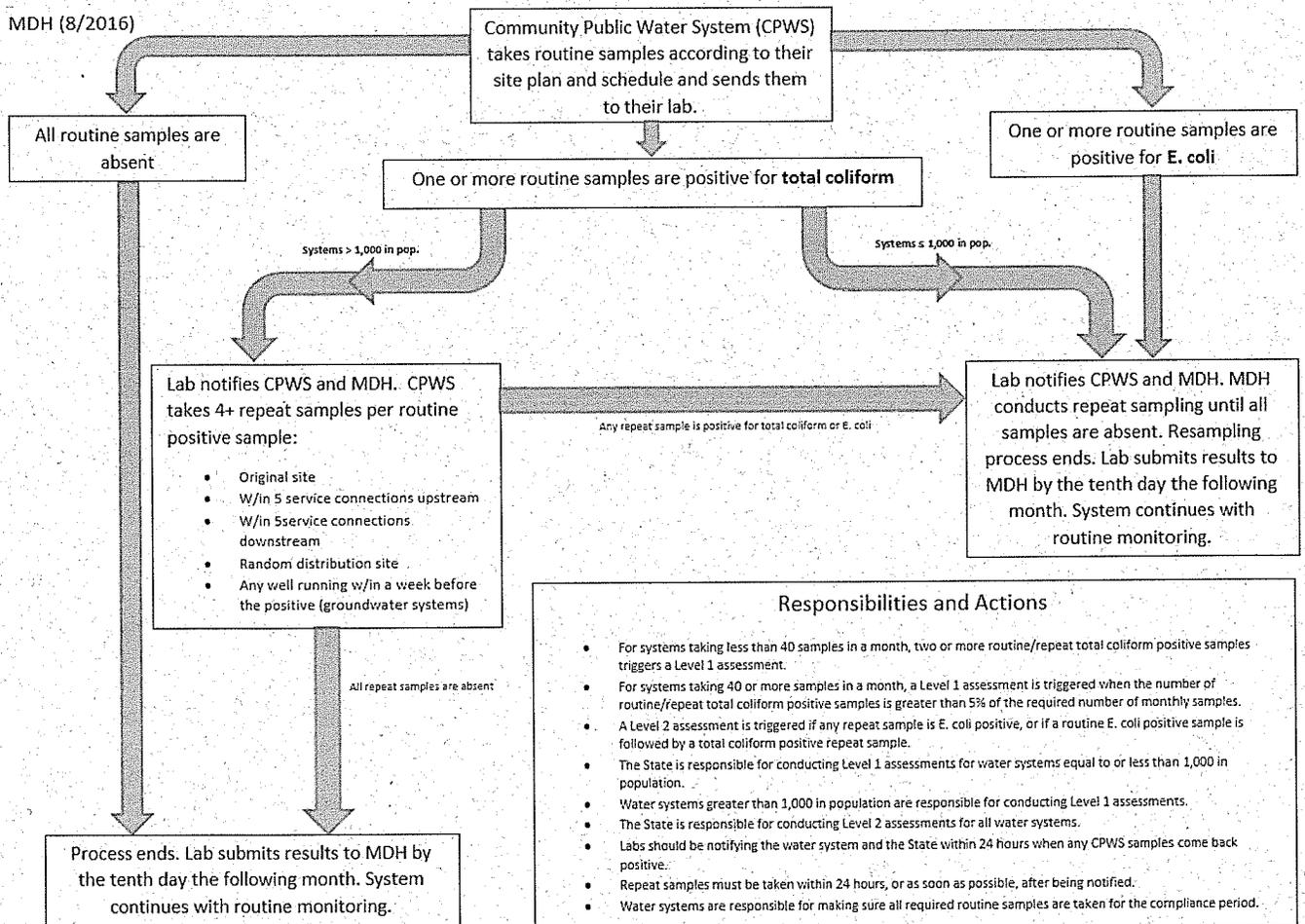
Sample Scheduling

PWSs must collect samples at regular time intervals throughout the month, except that a system that uses only groundwater and serves 4,900 persons or fewer may collect all required samples on a single day if they are taken from different sites.

Systems may choose to use the same site location more than once a month, but the samples should be collected at least one week apart. Systems can collect more samples than required by the federal Safe Drinking Water Act.

Use the guidance below if rotating sample sites throughout the month (or quarter).

- 1 sample/quarter: use 2-4 sites.
- 2-5 samples/month: use 5+ sites.
- 5-10 samples per month: use 5-10 sites.
- 10-20 samples per month: use 10+ sites.
- 20-50 samples per month: use 10-25 sites.
- 50+ samples per month: use 25+ sites



REGISTRATION FORM FOR OPERATOR SCHOOLS

You may combine fees on one check if more than one person is attending a school; however, please make a copy of this form for each person. For questions regarding registration, contact Jeanette Boothe at 651-201-4697.

To request an exam application, contact Noel Hansen at 651-201-4690 or Mark Sloan at 651-201-4652.

- Southeast School, March 15-17, 2017, Kahler Apache Hotel, Rochester. Fee: \$135 (\$145 after February 28).
- Professional Operator Development Training (Class A & B Exam Prep), March 24, 2017, Bloomington Public Works Training Facility. Fee: \$50 (\$60 after March 20).
- Metro School, April 3-5, 2017, Earle Brown Conference Center, Brooklyn Center. Fee: \$225 (\$275 after March 17).
- Granular Media Filtration Workshop, April 6, 2017, Bloomington Public Works Training Facility. Fee: \$65 (\$75 after March 22).

Name _____ Employer _____

Address _____

City _____ Zip _____ Day Phone _____

E-mail Address _____

Please enclose the appropriate fee. Make check payable to Minnesota AWWA. Mail this form and fee to Drinking Water Protection Section, Minnesota Department of Health, P. O. Box 64494, St. Paul, Minnesota 55164-0494.

Reminder to All Water Operators

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

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

Notify your Minnesota Department of Health district engineer of any e-mail changes for contact people.

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

Waterline

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

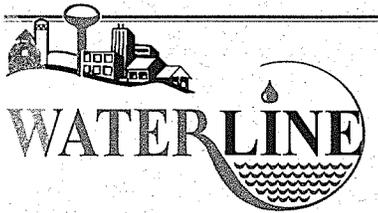
Editor:

Stew Thornley

Staff:

Noel Hansen, Jeanette Boothe

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



Presorted Standard
US Postage Paid
Twin Cities MN
Permit No. 171

MDH Minnesota
Department of Health

Environmental Health Division

625 North Robert Street
P. O. Box 64975
St. Paul, Minnesota 55164-0975

ADDRESS SERVICE REQUESTED



T12 P1 *****AUTO**3-DIGIT 554
SPRING LAKE PARK CITY COUNCIL
C/O MR. DAN BUCHHOLZ, ADMINISTRATOR
SPRING LAKE PARK CITY HALL
1301 81ST AVE NE
SPRING LAKE PARK, MN 55432-2116

CALENDAR

Minnesota Section, American Water Works Association

* March 15-17, Southeast Water Operators School, Kahler Apache Hotel, Rochester, Contact Bob Stark, 651-385-5112.
March 24, Professional Development Operator Training (Class A & B Exam Prep), Bloomington Public Training Facility. Contact Jeanette Boothe, 651-201-4697.
* April 3-5, Metro Water Operators School, Earle Brown Heritage Center, Brooklyn Center. Contact Jeanette Boothe, 651-201-4697, or Stew Thornley, 651-201-4655.

April 6, Granular Media Filtration Workshop, Bloomington Public Works Training Facility, Contact Jeanette Boothe, 651-201-4697.
* May 10-12, Northeast Water Operators School, Superior Shores Resort, Two Harbors. Contact Greg Guerrero, 218-730-4058.

Information for all district schools, including agendas:
<http://www.health.state.mn.us/water/wateroperator/trng/schoolagendas.html>

Minnesota Rural Water Association (MRWA)

Contact Kyle Kedrowski, 800-367-6792.

- * March 7-9, Technical Conference, St. Cloud
- * April 19, Elk River
- * May 3, Spicer
- * June 14, Wahkon

*Includes a water operator certification exam.

For an up-to-date list of events, see the training calendar on the MDH web site:
http://health.state.mn.us/water/wateroperator/trng/wat_op_sched.html