



**CITY COUNCIL AGENDA
MONDAY, NOVEMBER 21, 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. CONSENT AGENDA:
 - A. Approval of Minutes – November 7, 2016 and November 14, 2016
 - B. Disbursements
 1. General Operations Disbursement Claim No. 16-19 \$273,723.46
 2. Liquor Fund Disbursement Claim No. 16-20 \$164,629.64
 - C. Budget to Date / Statement of Fund Balance
 - D. Approval of SafeAssure Contract
 - E. Approval of Resolution 16-32 Calling for Public Hearing for Housing Program and Issuance of Revenue Bonds
 - F. Contractor's License
 - G. Sign Permit
 - H. Correspondence
7. PRESENTATION
 - A. Jeanne Mason Proclamation
 - B. Fire Department Update – Chief Smith
8. POLICE REPORT
9. PARKS AND RECREATION REPORT
10. LIQUOR REPORT
11. PUBLIC HEARING
 - A. Establishment of Development District No. 6, the Establishment of TIF District No. 6-1 and the Adoption of the Development Program and TIF Plan
12. ORDINANCES AND/OR RESOLUTIONS
 - A. Resolution 16-33 Approving TIF District 6-1
 - B. Resolution 16-34 Certifying Delinquent Accounts – Anoka County
 - C. Resolution 16-35 Certifying Delinquent Account – Ramsey County
 - D. Resolution 16-36 Establishing Water and Sewer Rates for 2017
13. NEW BUSINESS
 - A. Public Utilities Budget
 - B. Liquor Store Budget
14. ENGINEER'S REPORT
15. ATTORNEY'S REPORT
16. REPORTS
17. OTHER
18. ADJOURN

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

RULES FOR DISCUSSION FROM THE FLOOR AND PUBLIC HEARINGS

DISCUSSION FROM THE FLOOR

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

PUBLIC HEARINGS

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

The following format will be used to conduct the hearing:

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

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council was held on November 7, 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, Wendling, and Mayor Hansen

Members Absent: Councilmember Nelson

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: Michael Harasyn, 566 78th Avenue NE
Barbara Goodboe-Bisschoff, 8309 Monroe Street NE
Suzanne Cellette, 8284 Fillmore Street NE
Mary Kurth, 736 Maple Street NE
Jim Hennessey, 8228 Tyler Street NE
Dean Sweeney, 7705 Lakeview Lane NE
Suzanne Bickford, 1095 Manor Drive NE
Mary Campbell, 2160 111 Lane NW, Coon Rapids
Mark Peterson, Spring Lake Park
Owen Metz, Dominion Development
Terry Sween, Dominion Development
Olivia Alveshere, ABC Newspaper

3. Pledge of Allegiance

4. Additions or Corrections to Agenda - None

5. Discussion From The Floor

Barbara Goodboe-Bisschoff, 8309 Monroe Street NE, stated that she is representing the residents in the immediate area of the Goony Golf site and stated that they are very concerned with the proposed rezoning of homes. She stated that she is concerned with the flooding that occurs in the area, as well as Conde Park, and does not feel that by removing the one acre of foliage will help with the flooding situation.

Mike Harasyn, 566 78th Avenue NE, representative for Springcrest Homeowner Association, stated that there are concerns with the flooding that occurs on Terrace Road. He reported that the amount of standing water is alarming and affecting the townhomes. He stated that the townhome association will be logging water amounts and watching for more flooding and reporting back to the City Council. Mayor Hansen added that the flooding and water concerns will be discussed at the November 14, 2016 City Council workshop session.

Suzanne Bickford, 1095 Manor Drive NE, expressed her concern with the rezoning proposal for the two parcels near the Goony Golf site. She opined that if the rezoning is approved, her home will have no resale value and little visibility from the Highway. Ms. Bickford stated that she feels the City Council is moving away from the management plan and zoning plans. She asked that the Council listen to its residents and reminded the Council of the past correspondence she had distributed to them at an earlier meeting. She supplied the Council with a letter from a resident and asked that they review it before any decisions were made regarding the proposed zoning code amendments.

Suzanne Cellette, 8284 Fillmore Street NE, addressed the issue of the flooding that occurs in her area as well. She stated that she does not want to see the greenspace removed as it will cause even more flooding. She reported that sump pumps are working overtime as it is now. She encouraged the Council to think about the current citizens and the problems that are occurring with the flooding in many areas.

Mary Campbell, 2160 111 Lane NW, stated that she has concerns with the proposed plans for the Goony Golf site. She stated that she feels that the the proposed changes would go against the Comprehensive Plan that is already in place.

Mark Peterson, Spring Lake Park resident, stated that he is not in favor of the proposed development and feels that more traffic will be created. He stated that there will be more water runoff from the proposed site.

6. Consent Agenda:

Mayor Hansen reviewed the following Consent Agenda items:

- A. Approval of Minutes – October 17, 2016
- B. Application for Exempt Permit – MN Darkhouse and Angling Asst. – March 25, 2017 at Kraus-Hartig VFW
- C. Contractor's Licenses
- D. Sign Permit
- E. Correspondence

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

7. Public Works Report

Public Works Director Randall reported that the Public Works Department has completed mowing for the season; continues to pick up garbage and recycling from the parks; aerated the parks and winterized the sprinklers. He stated that the department is busy preparing the winter equipment.

Mr. Randall stated that all the sewers have been cleaned and fire hydrants have been drained for the winter. He reported that street sweeping has started and reminded residents to move their vehicles that are parked in the street for easier access for the sweeper.

8. Code Enforcement Report

Building Official Brainard reported that he attended the Council meetings on October 3 and October 17; an Open House with Dominion Development Group on October 7; the North Suburban Code Officials meeting on October 11 and ICC Group B Code Development Hearings October 18 – October 26.

Mr. Brainard stated that in October 2016, 71 permits were issued consisting of 37 building permits. He reported that he conducted 112 inspections, including 40 building, 12 mechanical, 14 plumbing, 5 nuisance, 4 certificate of occupancy, 20 rental housing, 8 fire and 9 zoning inspections.

Mr. Brainard reported that the October 2016 vacancy listing shows that there are 14 vacant/foreclosed residential properties currently posted and/or soon posted by the Code Enforcement Department, which is down one from last month. There are two vacant/foreclosed commercial property, which is up one from last month; and 16 residential properties currently occupied and ready for Sheriff Sale's redemption, which remains the same from last month. He reported that he did post one abandoned and/or vacant property notice in month of October; in addition, three Administrative Offense Tickets and six violation notices were issued by the Code Enforcement Department.

Mr. Brainard noted that he attended the International Code Council (ICC), Group B Code Hearings in Kansas City, Missouri, October 18 – 26, 2016. He reported that the hearings consisted of proposed code changes to various building codes and each proposal was debated for and against the changes.

Mr. Brainard provided a handout on the regulations and process for erecting a fence in the City for residents as well as commercial owners.

9. Resolutions and/or Ordinances

A. Resolution 16-30 Approving a Comprehensive Plan Amendment to Amend the Future Land Use Map for 1063 and 1075 Manor Drive NE

Administrator Buchholtz reported that Dominion, an established Twin Cities apartment developer, has an option to purchase two single-family lots near the Goony Golf Mini Golf site on County Highway 10 NE. He reported that the lots are at 1063 and 1075 Manor Drive NE. He stated that their intent is to develop age-restricted 55 plus housing. He explained that Dominion is expanding the site to include two adjacent homes to "square off" the Goony Golf site into a regular rectangle. He stated that Dominion is requesting a comprehensive plan amendment from Commercial to High Density Residential and a rezoning from C-2 to R-3 for the project.

Administrator Buchholtz reported that the Planning Commission, after receiving the staff report and hearing the testimony presented by the developer and residents during the public hearing, recommended approval of the land use changes.

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, transportation access to the site, economic implications to the community, housing needs, and land use compatibility.

Councilmember Nash inquired if the rezoning of these particular parcels would be categorized as spot zoning. Planner Carlson explained that the proposed site would not be categorized as that since the properties would be joining the R-3 area of the development. He stated that the parcels that are being rezoned for the purpose of redevelopment as part of the multi-family district.

Owen Metz, Dominion Development, provided a company overview and explained that Dominion specializes in affordable housing. He stated that rental units typically have a range of \$900-\$1,300 for a monthly rent and residents who live in the properties are that who can afford the monthly rent on their own without subsidies from other sources.

Councilmember Wendling asked for clarification if only residents of the age 55 or older and financially secure can only rent at the proposed facility. Mr. Metz stated that although no one can be turned away, the residents must be able to prove that they are able to afford the monthly rent.

MOTION MADE BY COUNCILMEMBER WENDLING TO APPROVE RESOLUTION 16-30 APPROVING THE FUTURE LAND USE MAP FOR 1063 AND 1075 MANOR DRIVE NE. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

B. Ordinance No. 429 Amending the Official Zoning Map of the City of Spring Lake Park

MOTION MADE BY MAYOR HANSEN TO APPROVE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF SPRING LAKE PARK. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

12. New Business

A. Liquor Store Budget

Administrator Buchholtz reported that the proposed 2017 Liquor Store budget is ready for the Council to review. Councilmember Nash proposed that it be tabled until Liquor Store Manager Hachey is available to present it to the Council at the November 21, 2016 meeting.

MOTION MADE BY COUNCILMEMBER NASH TO TABLE LIQUOR STORE BUDGET PRESENTATION UNTIL NOVEMBER 21, 2016 COUNCIL MEETING. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

B. Purchase New AED Defibrillators

Police Chief Ebeltoft reported that as part of the "Strategic Planning Process" and looking to the future, the City created a five-year capital budget and assigned several different project with cost in those consecutive five years. He explained that the five-year capital budget was presented to the Mayor and City Council for review and approval. He stated that in 2017, one of the Police Department projects allocated was the replacement of the AED Defibrillators for the City with designated funding in the amount of \$22,000.00

Chief Ebeltoft reported that the current AED Defibrillators were purchased in March 2004. He stated that like any equipment, they do have a life expectance, they have reached and surpassed their useful life, and repairs to the current AED's would be costly and time consuming. He recommended that the Police Department and City Hall purchase 13 Zoll Plus AED Defibrillators. He reported that the price for each of the defibrillators is \$2,100.00 however; government contract pricing is available at \$1,350.00 with a total price of \$17, 550.00. He added that a mail-in rebate for the old AED units of \$200.00 per unit is available until the end of December 2016.

Chief Ebeltoft stated that he has reached out to Allina Health Emergency Medical Services and learned that they would like to donate one AED unit to assist with the replacement of the older unit.

Chief Ebeltoft reported that the purchase is scheduled for 2017; however, due to the limited period of the current rebate, he is requesting authorization to purchase the 13 units at this time. He stated the funds will be taken from the Capital Replacement Fund #403. He added that the purchase would be under budget by \$4,450.00 without the rebate.

Councilmember Nash inquired if this particular model of AED Defibrillators have issues with needed updates or needed equipment changes. Chief Ebeltoft stated that he was not aware of any problems.

MOTION MADE BY MAYOR HANSEN TO APPROVE PURCHASE OF 13 ZOLL PLUS AED DEFIBRILLATORS IN THE AMOUNT OF \$17,550.00. ROLL CALL VOTES: ALL AYES. MOTION CARRIED.

C. Authorize Preparation of Plans and Bidding – 2017 Sewer Lining Project

Engineer Gravel reported that for the past several years the City has completed a sanitary sewer lining project as part of a long-term effort to maintain the City's infrastructure. He explained that the sewer maintenance program has been set up to try to keep the annual lining projects within a cost of \$150,000 to \$200,000.

Mr. Gravel reported that Public Works Director Randall has determined a priority sewer repair area for the 2017 lining. He stated that the proposed 2017 work includes the sewer lines in the area east of Able Street, south of Highway 10, west of TH 65, and north of 81st Avenue NE. He stated in addition to lining of the sewer mains, sewer service connection wyes will be repaired where warranted. He noted that the repair area is near the area that is being proposed for the new multi-family development.

Mr. Gravel stated that the estimated construction cost for the 2017 sewer-lining project is \$150,000 to \$170,000. He stated that if the city would like to take the next step in the project, he requests that the City Council order preparation of plans and specifications and authorize bidding for the 2017 Sanitary Sewer Lining Project. He stated that bid results will be presented to the Council in March for approval.

MOTION MADE BY MAYOR HANSEN TO AUTHORIZE PREPARATION OF PLANS AND BIDDING FOR 2017 SEWER LINING PROJECT. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

D. Authorize Preparation of Plans and Bidding – 2017 – 2018 Seal Coat and Crack Repair

Engineer Gravel reported that as part of the ongoing street maintenances, the City completed an annual street maintenance project consisting of crack repair and seal coating. He stated that seal coating includes placing bituminous emulsion and small aggregate on the street surface. He stated engineering staff has reviewed the street system history with the Public Works Director to establish priority streets for crack seal and seal coat treatment.

Mr. Gravel stated that to reduce bidding costs, he recommends obtaining bids for a project that will include both 2017 and 2018 construction. He reported that the target streets to be completed under this recommended two-year project are essentially the streets that were last treated in 2007 and 2008. He stated that portion of University Avenue Service Drive, Terrace Road, Monroe Street, and Able Street are proposed to be included and in addition, city parking lots at the liquor store and other facilities may be included as alternate bids.

Mr. Gravel requested that the City Council authorize preparation of plans/specifications and bidding for the 2017-2018 Seal Coat and Crack Repair project. He stated that the project schedule includes receiving bids in February, with Council considering award of Construction Contract in March with construction in the summer of 2017 and 2018.

MOTION MADE BY MAYOR HANSEN TO AUTHORIZE PREPARATION OF PLANS AND BIDDING FOR THE 2017- 2018 SEAL COAT AND CRACK REPAIR. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

11. Engineer's Report

Engineer Gravel reported that the final closeout process continues for the 2014-2015 Street Improvement Project, Lift Station No. 1 Reconstruction and 2016 Sanitary Sewer Lining Projects.

12. Attorney's Report

Attorney Thames had no new items to report.

13. Reports

A. Beyond the Yellow Ribbon Report

Councilmember Nash stated that there was nothing new to report.

14. Other

A. Administrator Reports

Administrator Buchholtz reported that the quarterly liquor store report and proposed 2017 liquor store budget will be presented at the November 21, 2016 Council meeting.

Administrator Buchholtz reported that there was a significant number of voters that took advantage of absentee voting that took place during the absentee voting period. He estimated 10-15 percent voter turnout during this time. He reminded residents of Election Day on November 8, 2016, and thanked the election judges who will be working the election.

Administrator Buchholtz stated that a special Council meeting will be held on November 14, 2016 to canvass the election results. He stated that a Council workshop session to follow to discuss the public utilities budget, storm water issues and an animal control issue.

15. Adjourn

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

The meeting was adjourned at 8:16 P.M.

Cindy Hansen, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, a special meeting of the Spring Lake Park City Council was held on November 10, 2014 at the Spring Lake Park Community Center, 1301 81st Avenue N.E., at 4:00 P.M.

1. Call to Order

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

2. Roll Call

Members Present: Councilmembers Nelson, Wendling and Mayor Hansen

Members Absent: Councilmember Nash

Staff Present: Administrator Buchholtz, Police Chief Ebeltoft, Public Works Director Randall, City Engineer Gravel

Visitors: Barbara Goodboe-Bisschoff, 8309 Monroe St NE
Suzanne Bickford, 1095 Manor Drive NE

Canvass City Election

The Council reviewed the summary of election results for the City election.

MOTION BY MAYOR HANSEN ADOPTING RESOLUTION NO. 16-31, A RESOLUTION CANVASSING RETURNS OF THE REGULAR CITY ELECTION AS FOLLOWS:

REGULAR ELECTION:

FOR THE OFFICE OF COUNCILMEMBER (FOUR YEAR TERM):

	P-1R	P-1A	P2	P3	Total	
Bob Nelson	28	377	528	699	1632	*
Robert Mosing	14	118	145	246	523	
Bradley J. Delfs	13	167	188	355	723	
Barbara J. Goodboe-Bisschoff	31	247	247	482	1007	*
Penny Lundsten	19	208	282	348	857	
Write-In	0	13	4	10	27	

ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

MOTION BY MAYOR HANSEN TO ADJOURN. VOICE VOTE: ALL AYES. MOTION CARRIED.

This meeting was adjourned at 5:35 P.M.

APPROVED BY:

Cindy Nash, Mayor

ATTEST:

Daniel R. Buchholtz, Administrator

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

Date: Oct 2016
Page: 1
Claim Res.#16-19

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
61592	A ONE JANITORIAL	HERBICIDE	558.56
61593	AID ELECTRIC SERVICE, INC	GENERATOR PLUG	1,375.63
61594	BRIAN SALDANA	UMPIRE FEE	726.00
61595	COTTENS INC	AUTO PARTS	30.92
61596	JENNY GOODEN	INSTRUCTOR	264.00
61597	MANSFIELD OIL COMPANY	FUEL	902.45
61598	MINNESOTA SAFETY COUNCIL	INSTRUCTOR	595.00
61599	LEE SADOWSKI	UMPIRE FEE	1,732.00
61600	TYLER ANDERSON	UMPIRE FEE	154.00
61601	WARREN LIGHTBODY	UMPIRE FEE	154.00
61602	ALLEGRA PRINT & IMAGING	PRINTING	895.92
61603	PEGGY ANDERSON	REIMBURSEMENT	529.09
61604	JOHN ANGELL	REIMBURSEMENT	31.86
61605	ANOKA COUNTY	PROPERTY TAX	11,256.83
61606	BARTON SAND & GRAVEL CO	TANDEM DISPOSAL FEE	30.00
61607	CARSON, CLELLAND & SCHREDER	LEGAL FEES	9,871.89
61608	CHAMPION YOUTH	INSTRUCTOR	1,480.50
61609	CHRIS BALMER	REFUND	20.00
61610	COMCAST	GATEWAY MODEM: INTERNET PKG	158.41
61611	COORDINATED BUSINESS SYSTEMS LTD	RECYCLING EVENT	1,063.56
61612	COTTENS INC	AUTO PARTS	53.07
61613	DANIELLE MICKLEY	REFUND	20.00
61614	DIAMOND VOGEL PAINTS	SUPPLIES	468.00
61615	ECM PUBLISHERS, INC.	RECYCLING EVENT	208.80
61616	FERGUSON WATERWORKS #2516	PARTS	476.81
61617	G & K SERVICES	MATS	77.47
61618	GAIL NGUYEN	REFUND	42.00
61619	GOPHER STATE ONE-CALL INC	SEPT LOCATES	74.25
61620	INNOVATIVE OFFICE SOLUTIONS LLC	OFFICE SUPPLIES	281.25
61621	KRISTEN PERRY	REFUND	25.00
61622	MANSFIELD OIL COMPANY	FUEL	814.38
61623	METROPOLITAN COUNCIL	NOV WASTE WATER SERVICE	40,896.76
61624	MN DEP'T OF LABOR & INDUSTRY	SURCHARGE REPORT	1,796.45
61625	MTI DISTRIBUTING INC	LAWN MOWER	49,158.40
61626	PAT CONSIDINE	REFUND	65.00
61627	ROSA COOK	REFUND	50.00
61628	SLP FIRE DEPARTMENT	FIRE PROTECTION	16,588.00
61629	TWIN CITIES E MEDIA	NEW WEBSITE	332.50
61630	U.S.T.I.	UB BILLINGS	33.36
61631	WASTE MANAGEMENT OF WI-MN	MONTHLY SERVICES	6,900.02
61632	HARBOR SHORES OF LAKE GENEVA	EXTENDED TOUR	3,630.54

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

Date: Oct 2016
Page: 2
Claim Res.#16-19

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
61634	LAKE VIEW HOTEL	EXTENDED TOUR	203.60
61635	DEANNA MILLER	INSTRUCTOR	120.00
61636	KAY OKEY	REIMBURSEMENT	697.22
61637	PEGGY DECKER	INSTRUCTOR	50.00
61638	CITY OF SPRING LAKE PARK - PETTY CASH	REIMBURSE PETTY CASH	321.53
61639	RILEY BUS SERVICE INC	EXTENDED TOUR	4,732.50
61640	CHANHASSEN DINNER THEATRES	DAY TRIP	170.00
61641	AFLAC	PAYROLL	37.56
61642	CENTRAL PENSION FUND	PAYROLL	260.04
61643	DEARBORN NATIONAL	PAYROLL	393.62
61644	DELTA DENTAL	PAYROLL	1,508.45
61645	FIDELITY SECURITY LIFE	PAYROLL	33.63
61646	HEALTH PARTNERS	PAYROLL	9,815.14
61647	L.E.L.S.	PAYROLL	245.00
61648	LOCAL 49	PAYROLL	102.00
61649	NCPERS MINNESOTA-7750811	PAYROLL	56.00
61650	ANNA THORSTAD	REFUND	841.00
61651	ANOKA COUNTY	DATE SERVICES	450.00
61652	ANOKA COUNTY GOVT CENTER	NOTARY PUBLIC	40.00
61653	JOSH ANTOINE	REIMBURSEMENT	98.48
61654	ASPEN MILLS	UNIFORM ALLOWANCE	99.90
61655	BATTERIES PLUS BULBS	BATTERY REBUILD	84.98
61656	BETTER-TONE DECORATORS INC	PAINTING EXTERIOR WARE HOUSE	9,553.00
61657	CITY OF BLAINE	WATER CONSUMPTION	1,104.75
61658	BUREAU OF CRIM APPREHENSION	DATA SERVICES	390.00
61659	CENTERPOINT ENERGY	MONTHLY UTILITIES	177.65
61660	CITY OF CIRCLE PINES	GEN. OBLIGATION CAPITAL NOTES	14,987.28
61661	CLEO SWENSON	REFUND	16.00
61662	CONNEXUS ENERGY	MONTHLY UTILITIES	344.35
61663	COTTENS INC	AUTO MAINTENACE	6.26
61664	D & O INVESTMENTS INC.	SINK HOLE REPAIR	275.00
61665	DELTA DENTAL	COBRA INSURANCE	118.95
61666	DIESEL & IMPORT AUTO/TRUCK SERVICE	AUTO SERVICES	2,230.48
61667	ECM PUBLISHERS, INC.	PUBLISHING	75.25
61668	ELDER JONES BUILDING PERMIT SVCS	REFUND	263.42
61669	ELDER JONES BUILDING PERMIT SVCS	REFUND	90.31
61670	KAREN FISKE	REIMBURSEMENT	97.99
61671	FLEETPRIDE	BLACK INLET CAP	137.45
61672	CITY OF FRIDLEY	RECYCLING EVENT	2,938.98
61673	G & K SERVICES	MATS	77.47
61674	GOPHER BEARING CO	BEARINGS	150.18

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

Date: Oct 2016
Page: 3
Claim Res.#16-19

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
61675	GREEN LIGHTS RECYCLING INC	RECYCLING EVENT	2,467.01
61676	HAWKINS WATER TREATMENT	CHEMICALS	5,674.22
61677	HYDRAULIC SPECIALTY INC	HOSES AND ENDS	94.82
61678	HYDRO KLEAN	ENGINEERING	9,135.20
61679	INSTRUMENTAL RESEARCH INC	TOTAL COLIFORM BACTERIA	64.00
61680	JANICE O'BRIEN	REFUND	27.00
61681	JENNIFER LETOURNEAU	REFUND	50.00
61682	KAYE GROSSMANN	REFUND	841.00
61683	GARY KING	INSTRUCTOR	400.00
61684	LEAGUE OF MN CITIES INS TRUST	B. BAKER CLAIM	543.29
61685	MICHAEL LEDMAN	INSTRUCTOR	672.00
61686	LEE'S HEATING & AIR	FURNACE SERVICE	300.00
61687	LINDA TODD	REFUND	10.00
61688	LORI MALARK	REFUND	35.00
61689	MANSFIELD OIL COMPANY	FUEL	1,134.99
61690	MELONIE SHIPMAN	INSTRUCTOR	45.00
61691	MENARDS-CAPITAL ONE COMMERCIAL	MONTHLY BILLING	31.37
61692	MTI DISTRIBUTING INC	RUBBER FINGERS FOR TURF SWEEPER	1,159.27
61693	NETWORK ACCESS PRODUCTS INC	CAMERA MONITORING PARKS	9,166.67
61694	NORTHLAND SECURITIES INC	LEGAL SERVICES	1,400.00
61695	ON SITE SANITATION INC	PARK RESTROOMS	126.00
61696	PERFECT 10 CAR WASH	AUTO SERVICES	27.96
61697	RONDA HILBRANDS	REFUND	10.00
61698	SRIDEVI SRIVATSAN	REFUND	27.00
61699	TARA MCMURPHY	REFUND	27.00
61700	TARA MCMURPHY	REFUND	27.00
61701	TASC	ADMIN FEES	30.08
61702	WALTERS RECYCLING REFUSE SERV	MONTHLY SERVICES	259.43
61703	WELLS FARGO CREDIT CARD	MONTHLY BILLING	8,082.36
61704	XCEL ENERGY	MONTHLY UTILITIES	11,154.25
61705	AFLAC	PAYROLL	75.12
61706	CENTRAL PENSION FUND	PAYROLL	260.04
61707	DEARBORN NATIONAL	PAYROLL	393.62
61708	DELTA DENTAL	PAYROLL	1,488.75
61709	FIDELITY SECURITY LIFE	PAYROLL	33.63
61710	HEALTH PARTNERS	PAYROLL	10,829.28
61711	L.E.L.S.	PAYROLL	245.00
61712	LOCAL 49	PAYROLL	102.00
61713	NCPERS MINNESOTA-7750811	PAYROLL	56.00
		TOTAL DISBURSEMENTS	273,723.46

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

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

are proper.

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

Signed: _____
Mayor

Councilmembers:

ATTEST:

Daniel Buchholtz, Admin/Clerk-Treasurer

CITY OF SPRING LAKE PARK
CLAIMS APPROVED AND PAID

DATE: OCTOBER 2016
PAGE 1 OF 3
CLAIMS RES: 16-20

FUND: LIQUOR OPERATIONS

<u>VOUCHER</u>	<u>VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
29340	DEARBORN NATIONAL	PAYROLL 10/2/16-10/15/16	\$ 31.25
29341	DELTA DENTAL	PAYROLL 10/2/16-10/15/16	\$ 130.86
29342	FIDELITY SECURITY LIFE	PAYROLL 10/2/16-10/15/16	\$ 3.45
29343	HEALTH PARTNERS	PAYROLL 10/2/16-10/15/16	\$ 556.90
29344	MN TEAMSTER	PAYROLL 9/25/16-10/8/16	\$ 66.00
29345	AMERICAN BOTTLING COMPANY	CREDIT - JUICE/MIX/PO PURCHASE	\$ 88.30
29346	BAYHAUS BREW LABS	BEER PURCHASE	\$ 269.50
29347	BELLBOY CORPORATION	LIQUOR - JUICE/MIX/PO PURCHASE	\$ 528.87
29348	BERNICK'S WINE	CREDIT - BEER PURCHASE	\$ 866.04
29349	BREAKTHRU BEVERAGE MINNESOTA	BEER - LIQUOR PURCHASE	\$ 10,624.01
29350	CAPITOL BEVERAGE SALES	BEER - JUICE/MIX/PO PURCHASE	\$ 5,558.88
29351	CENTER POINT ENERGY	GAS SERVICE	\$ 46.48
29352	CITY OF SPRING LAKE PARK	TOBACCO LICENSE FOR 2017	\$ 150.00
29353	CITY OF SPRING LAKE PARK	WATER UTILITY SERVICE	\$ 99.51
29354	CITYWIDE WINDOW SERVICES INC	WINDOW CLEANING	\$ 62.00
29355	CRYSTAL SPRINGS ICE	ICE PURCHASE	\$ 148.82
29356	CULLIGAN	OPERATING SUPPLIES	\$ 4.40
29357	DAHLHEIMER BEVERAGE LLC	BEER PURCHASE	\$ 823.67
29358	GREAT LAKES COCA-COLA DISTRIBUTING	JUICE/MIX/PO PURCHASE	\$ 594.08
29359	HOHENSTEINS INC	JUICE/MIX/PO PURCHASE	\$ 594.50
29360	J.C. NEWMAN CIGAR	CIGAR PURCHASE	\$ 97.92
29361	JJ TAYLOR COMPANIES	CREDIT - BEER PURCHASE	\$ 3,919.01
29362	JOHNSON BROTHERS LIQUOR CO	CREDIT - LIQUOR - WINE PURCHASE	\$ 12,979.56
29363	M AMUNDSON LLP	CIGARETTE - JUICE/MIX/PO PURCHASE	\$ 3,844.02
29364	PAUSTIS & SON'S	WIEN PURCHASE	\$ 632.90
29365	PHILLIPS WINE & SPIRITS CO	CREDIT - LIQUOR - WINE PURCHASE	\$ 920.05
29366	RITE	SUPPORT SERVICES AGREEMENT	\$ 2,563.93
29367	SAM'S CLUB	CREDIT CARD PAYMENT	\$ 311.82
29368	SILENT WATCHDOG	DVR RENTAL	\$ 60.00
29369	SOUTHERN GLAZER'S OF MN	LIQUOR - WINE PURCHASE	\$ 1,750.21
29370	VINOCOPIA	LIQUOR PURCHASE	\$ 151.25
29371	XCEL ENERGY	ELECTRICITY SERVICE	\$ 2,256.09
29372	DEARBORN NATIONAL	PAYROLL 10/16/16-10/29/16	\$ 31.25
29373	DELTA DENTAL	PAYROLL 10/16/16-10/29/16	\$ 130.86
29374	FIDELITY SECURITY LIFE	PAYROLL 10/16/16-10/29/16	\$ 3.45
29375	HEALTH PARTNERS	PAYROLL 10/16/16-10/29/16	\$ 571.98
29376	MN TEAMSTER	PAYROLL 10/9/16-10/22/16	\$ 55.00
29377	BELLBOY CORPORATION	LIQUOR PURCHASE	\$ 235.70
29378	BREAKTHRU BEVERAGE MINNESOTA	CREDIT - BEER - LIQUOR PURCHASE	\$ 8,328.43
29379	CAPITOL BEVERAGE SALES	BEER - JUICE/MIX/PO PURCHASE	\$ 3,692.96
29380	CITY OF SPRING LAKE PARK	CREDIT CARD REIMBURSEMENT	\$ 496.11
29381	CRYSTAL SPRINGS ICE	ICE PURCHASE	\$ 83.54
29382	DAHLHEIMER BEVERAGE LLC	BEER PURCHASE	\$ 540.70
29383	G & K SERVICES	RUGS	\$ 63.93
29384	GREAT LAKES COCA-COLA DISTRIBUTING	CREDIT - JUICE/MIX/PO PURCHASE	\$ 431.34
29385	JJ TAYLOR COMPANIES	CREDIT - BEER PURCHASE	\$ 5,381.71
29386	JOHNSON BROTHERS LIQUOR CO	CREDIT - LIQUOR - WINE PURCHASE	\$ 7,950.98
29387	M AMUNDSON LLP	CIGARETTE PURCHASE	\$ 1,584.40

CITY OF SPRING LAKE PARK
CLAIMS APPROVED AND PAID

DATE: OCTOBER 2016
PAGE 2 OF 3
CLAIMS RES: 16-20

FUND: LIQUOR OPERATIONS

<u>VOUCHER</u>	<u>VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
29388	MY ALARM CENTER	SECURITY MONITORING	\$ 166.74
29389	PAUSTIS & SON'S	WINE PURCHASE	\$ 208.99
29390	PHILLIPS WINE & SPIRITS CO	CREDIT - LIQUOR - WINE PURCHASE	\$ 922.60
29391	RED BULL DISTRIBUTION COMPANY	JUICE/MIX/POP PURCHASE	\$ 147.00
29392	SOUTHERN GLAZER'S OF MN	LIQUOR PURCHASE	\$ 733.11
29393	WALTERS RECYCLING REFUSE SERVICE	GARBAGE SERVICE	\$ 59.67
29394	WINE MERCHANTS	WINE PURCHASE	\$ 216.00
29397	BELLBOY CORPORATION	LIQUOR PURCHASE	\$ 1,460.75
29398	BERNICK'S WINE	BEER PURCHASE	\$ 56.60
29399	BREAKTHRU BEVERAGE MINNESOTA	BEER - LIQUOR PURCHASE	\$ 13,742.09
29400	CAPITOL BEVERAGE SALES	CREDIT BEER - JUICE/MIX/POPP PURCHASE	\$ 10,594.56
29401	HOHENSTEINS INC	BEER PURCHASE	\$ 180.36
29402	JJ TAYLOR COMPANIES	BEER PURCHASE	\$ 5,584.29
29403	PHILLIPS WINE & SPIRITS CO	CREDIT - LIQUOR - WINE PURCHASE	\$ 755.25
29404	QUALITY REFRIGERATION	QUARTERLY SERVICE AGREEMENT	\$ 321.38
29406	SAASTAMOINEN, LAURA	MILEAGE REIMBURSEMENT	\$ 126.90
29406	SOUTHERN GLZER'S OF MN	LIQUOR PURCHASE	\$ 6,828.03
29407	VARNER TRANSPORTATION	FREIGHT	\$ 650.90
29408	VINOCOPIA INC	BEER - LIQUOR PURCHASE	\$ 246.75
29409	WINE MERCHANTS	LIQUOR - WINE PURCHASE	\$ 4,461.55
	TRANSFER TO PAYROLL	PAYROLL (10/14/16)	9,913.82
	TRANSFER TO PAYROLL	PAYROLL (10/27/16)	9,537.00
		SALES TAX (SEPT.)	15,620.00
		OTP TAX (SEPT.)	1,778.68
		TOTAL DISBURSEMENTS	\$ 164,629.64

DATE: OCTOBER 2016
PAGE 3 OF 3
CLAIM RES: 16-20

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: November 9, 2016

TO: Mayor, City Council and Dept. Heads

FROM: Peggy K. Anderson, Accountant

RE: Budget to Date

(as of October 31, 2016)

Attached is the October, 2016 Budget to Date for revenue and expenditures. A strict adherence to the year-to-date ratio would have each expenditure line item with **16.66% remaining**. The overall General Fund ratio is **32.05%**.

CITY OF SPRING LAKE PARK

Statement of Revenue and Expenditures

Revised Budget

For GENERAL FUND (101)

For the Fiscal Period 2016-10 Ending October 31, 2016

Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues						
Revenues						
101.00000.31010	CURRENT TAXES	\$ 0.00	\$ 0.00	\$ 2,771,985.00	\$ 1,442,941.49	47.95%
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	6,400.00	32,800.00	12,941.64	60.54%
101.00000.32179	PAWN SHOP LICENSES	0.00	521.00	6,252.00	4,168.00	33.33%
101.00000.32180	CIGARETTE,DANCE,BINGO,MISC	0.00	1,750.00	5,200.00	2,825.00	45.67%
101.00000.32181	SIGN PERMITS	0.00	216.00	5,500.00	3,012.00	45.24%
101.00000.32208	CONTRACTORS LICENSES	0.00	390.00	6,500.00	6,950.00	(6.92%)
101.00000.32210	BUILDING PERMIT	0.00	8,086.06	55,000.00	76,667.96	(39.40%)
101.00000.32211	BUILDING PERMIT SURCHARGES	0.00	182.48	3,000.00	2,722.73	9.24%
101.00000.32230	PLUMBING PERMIT	0.00	1,595.00	4,000.00	4,533.00	(13.33%)
101.00000.32231	PLUMBING PERMIT SURCHARGES	0.00	42.00	300.00	96.00	68.00%
101.00000.32232	HEATING & A/C PERMITS	0.00	5,790.00	8,000.00	10,105.38	(26.32%)
101.00000.32233	HTG & A/C SURCHARGES	0.00	139.00	400.00	233.68	41.58%
101.00000.32240	PET LICENSE	0.00	5.00	500.00	395.00	21.00%
101.00000.32260	CERTIFICATE OF OCCUPANCY	0.00	350.00	2,000.00	3,150.00	(57.50%)
101.00000.32261	VACANT PROPERTY REGISTRATIO	0.00	400.00	4,000.00	5,000.00	(25.00%)
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	0.00	0.00	50.00	0.00%
101.00000.34103	SPEC USE,ZONING,SUB-DIV	0.00	1,665.00	1,800.00	9,215.00	(411.94%)
101.00000.34104	PLAN CHECKING FEES	0.00	1,823.30	12,000.00	26,163.30	(118.03%)
101.00000.34105	SALE OF MAPS,COPIES ETC	0.00	0.00	300.00	315.35	(5.12%)
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	75.00	0.00	585.00	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	14,080.00	55,000.00	25,900.00	52.91%
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	208.38	4,000.00	4,749.85	(18.75%)
101.00000.35101	COURT FINES	0.00	4,944.52	90,000.00	45,027.75	49.97%
101.00000.35102	ADM OFFENSE FINES	0.00	55.00	4,000.00	2,215.00	44.63%
101.00000.35347	TEP-GENERAL FUND PORTION 25	0.00	1,407.98	0.00	15,544.55	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	(6.18)	20,000.00	(1,267.95)	106.34%
101.00000.36901	LIAISON OFFICER	0.00	18,294.00	72,964.00	54,827.00	24.86%
101.00000.39100	CPWL REIM FOR SERVICES	0.00	0.00	4,500.00	0.00	100.00%

CITY OF SPRING LAKE PARK
Statement of Revenue and Expenditures

Revised Budget
For GENERAL FUND (101)
For the Fiscal Period 2016-10 Ending October 31, 2016

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
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	68,413.54	4,242,858.00	2,042,761.48	51.85%
Total GENERAL FUND Revenues	\$ 0.00	\$ 68,413.54	\$ 4,242,858.00	\$ 2,042,761.48	51.85%

Expenditures**MAYOR AND COUNCIL Expenditures**

101.41110.01030 PART TIME EMPLOYEES	\$ 0.00	\$ 2,111.14	\$ 31,296.00	\$ 25,582.06	18.26%
101.41110.01211 DEFINED CONTR PLAN/PERA	0.00	105.57	1,685.00	1,279.25	24.08%
101.41110.01220 FICA/MC CONTRIBUTIONS-EMPLO	0.00	161.50	2,395.00	1,957.00	18.29%
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	0.00	2,010.00	27.00	98.66%
101.41110.04330 DUES & SUBSCRIPTIONS	0.00	0.00	8,774.00	2,500.00	71.51%
101.41110.04955 DISCRETIONARY	0.00	0.00	5,150.00	892.74	82.67%
Total MAYOR AND COUNCIL Expenditures	0.00	2,378.21	53,701.00	32,579.17	39.33%

ADMINISTRATION Expenditures

101.41400.01010 FULL TIME EMPLOYEES	0.00	23,737.13	299,235.00	256,961.26	14.13%
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	1,773.36	22,380.00	19,213.21	14.15%
101.41400.01220 FICA/MC CONTRIBUTIONS-EMPLO	0.00	1,807.75	23,005.00	19,319.08	16.02%
101.41400.01300 HEALTH INSURANCE	0.00	4,610.48	54,181.00	45,050.29	16.85%
101.41400.01313 PRUDENTIAL LIFE INSURANCE	0.00	21.16	247.00	211.60	14.33%
101.41400.01510 WORKERS COMPENSATION	0.00	0.00	2,500.00	1,530.16	38.79%
101.41400.02000 OFFICE SUPPLIES	0.00	482.23	3,715.00	1,456.71	60.79%
101.41400.02030 PRINTED FORMS	0.00	0.00	1,377.00	1,143.80	16.94%
101.41400.02100 OPERATING SUPPLIES	0.00	0.00	625.00	39.32	93.71%
101.41400.02220 POSTAGE	0.00	254.46	3,445.00	2,868.64	16.73%
101.41400.03210 TELEPHONE	0.00	0.00	800.00	473.81	40.77%
101.41400.03310 TRAVEL EXPENSE	0.00	230.76	3,300.00	2,803.29	15.05%
101.41400.03500 PRINTING & PUBLISHING	0.00	75.25	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	644.09	5,935.00	4,130.42	30.41%
101.41400.04330 DUES & SUBSCRIPTIONS	0.00	140.00	570.00	543.20	4.70%
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	0.00	5,345.00	5,690.15	(6.46%)
Total ADMINISTRATION Expenditures	0.00	33,776.67	438,489.00	366,937.54	16.32%

ASSESSOR Expenditures

101.41500.04000 CONTRACTUAL SERVICE	0.00	0.00	35,500.00	26,218.50	26.15%
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CITY OF SPRING LAKE PARK
Statement of Revenue and Expenditures
Revised Budget
For GENERAL FUND (101)
For the Fiscal Period 2016-10 Ending October 31, 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	1,089.97	23,490.00	15,407.69	34.41%
Total I.T. SERVICES Expenditures	0.00	1,089.97	23,490.00	15,407.69	34.41%
LEGAL FEES Expenditures					
101.41610.03040 LEGAL FEES	0.00	7,968.98	125,000.00	80,818.67	35.35%
Total LEGAL FEES Expenditures	0.00	7,968.98	125,000.00	80,818.67	35.35%
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	14.10	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	14.10	1,667.00	895.68	46.27%
GOVERNMENT BUILDING Expenditures					
101.41940.01010 FULL TIME EMPLOYEES	0.00	1,048.40	13,522.00	11,228.56	16.96%
101.41940.01013 OVERTIME	0.00	27.02	0.00	279.28	0.00%
101.41940.01020 ON CALL SALARIES	0.00	0.00	0.00	147.41	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	80.65	1,026.00	873.98	14.82%
101.41940.01220 FICA/MC CONTRIBUTIONS-EMPLO	0.00	80.36	1,027.00	881.00	14.22%
101.41940.01300 HEALTH INSURANCE	0.00	183.68	3,300.00	1,767.13	46.45%
101.41940.01313 PRUDENTIAL LIFE INSURANCE	0.00	1.04	13.00	10.40	20.00%
101.41940.01510 WORKERS COMPENSATION	0.00	0.00	500.00	0.00	100.00%
101.41940.02100 OPERATING SUPPLIES	0.00	154.94	7,500.00	8,639.13	(15.19%)
101.41940.02200 REPAIR & MAINTENANCE	0.00	319.21	7,200.00	4,261.50	40.81%
101.41940.02280 UNIFORMS,SAFETY SHOES	0.00	0.00	750.00	124.20	83.44%
101.41940.03210 TELEPHONE	0.00	552.98	9,000.00	6,094.97	32.28%
101.41940.03810 ELECTRIC UTILITIES	0.00	2,183.51	22,000.00	17,868.64	18.78%
101.41940.03830 GAS UTILITIES	0.00	117.24	20,000.00	8,877.31	55.61%
101.41940.03841 RUBBISH REMOVAL	0.00	451.58	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	5,200.61	100,211.00	63,782.53	36.35%
POLICE PROTECTION Expenditures					
101.42100.01010 FULL TIME EMPLOYEES	0.00	75,794.20	983,188.00	834,644.79	15.11%
101.42100.01013 OVERTIME	0.00	350.77	99,500.00	38,672.57	61.13%

CITY OF SPRING LAKE PARK
Statement of Revenue and Expenditures
Revised Budget
For GENERAL FUND (101)
For the Fiscal Period 2016-10 Ending October 31, 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	11,406.46	153,825.00	131,440.75	14.55%
101.42100.01220 FICA/MC CONTRIBUTIONS-EMPLO	0.00	1,730.33	25,144.00	19,594.67	22.07%
101.42100.01300 HEALTH INSURANCE	0.00	11,861.02	148,000.00	114,902.92	22.36%
101.42100.01313 PRUDENTIAL LIFE INSURANCE	0.00	56.80	665.00	563.96	15.19%
101.42100.01510 WORKERS COMPENSATION	0.00	543.29	25,000.00	28,452.43	(13.81%)
101.42100.02000 OFFICE SUPPLIES	0.00	0.00	3,600.00	1,235.07	65.69%
101.42100.02030 PRINTED FORMS	0.00	55.00	1,000.00	236.48	76.35%
101.42100.02040 RANGE EQUIP & SUPPLIES	0.00	0.00	7,550.00	5,512.24	26.99%
101.42100.02100 OPERATING SUPPLIES	0.00	120.00	3,500.00	323.36	90.76%
101.42100.02120 MOTOR FUELS & LUBRICANTS	0.00	1,233.94	23,700.00	12,229.11	48.40%
101.42100.02220 POSTAGE	0.00	37.93	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	0.00	3,400.00	2,728.48	19.75%
101.42100.03211 DATA SERVICES	0.00	840.00	16,992.00	9,360.54	44.91%
101.42100.03300 CLOTHING & PERSONAL EQUIP	0.00	99.90	9,970.00	5,021.12	49.64%
101.42100.03310 TRAVEL EXPENSE	0.00	196.47	500.00	502.48	(0.50%)
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	0.00	16,860.00	10,195.36	39.53%
101.42100.04050 MAINTENANCE AGREEMENTS	0.00	1,063.56	4,000.00	4,079.30	(1.98%)
101.42100.04060 AUTO EQUIPMENT REPAIR	0.00	27.96	20,000.00	15,127.88	24.36%
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	450.00	12,050.00	7,672.80	36.33%
101.42100.04330 DUES & SUBSCRIPTIONS	0.00	20.00	1,485.00	1,385.00	6.73%
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	0.00	25,355.00	725.13	97.14%
Total POLICE PROTECTION Expenditures	0.00	105,887.63	1,635,162.00	1,278,574.64	21.81%
FIRE PROTECTION Expenditures					
101.42200.04000 CONTRACTUAL SERVICE	0.00	16,588.00	199,057.00	165,880.00	16.67%
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	195,320.00	70.02%
CODE ENFORCEMENT Expenditures					
101.42300.01010 FULL TIME EMPLOYEES	0.00	5,992.58	78,600.00	65,889.14	16.17%
101.42300.01030 PART TIME EMPLOYEES	0.00	1,202.29	10,080.00	1,202.29	88.07%
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	449.44	5,858.00	4,941.65	15.64%
101.42300.01220 FICA/MC CONTRIBUTIONS-EMPLO	0.00	452.32	6,855.00	4,973.28	27.45%
101.42300.01300 HEALTH INSURANCE	0.00	822.22	9,850.00	7,887.89	19.92%
101.42300.01313 PRUDENTIAL LIFE INSURANCE	0.00	4.28	51.00	42.80	16.08%
101.42300.01510 WORKERS COMPENSATION	0.00	0.00	1,450.00	276.30	80.94%
101.42300.02000 OFFICE SUPPLIES	0.00	0.00	500.00	25.98	94.80%
101.42300.02100 OPERATING SUPPLIES	0.00	16.06	1,300.00	579.46	55.43%
101.42300.02120 MOTOR FUELS & LUBRICANTS	0.00	82.26	1,600.00	822.72	48.58%
101.42300.02200 REPAIR & MAINTENANCE	0.00	0.00	1,000.00	47.43	95.26%
101.42300.03210 TELEPHONE	0.00	0.00	1,000.00	474.90	52.51%
101.42300.03310 TRAVEL EXPENSE	0.00	0.00	150.00	340.38	(126.92%)

CITY OF SPRING LAKE PARK
Statement of Revenue and Expenditures
Revised Budget
For GENERAL FUND (101)
For the Fiscal Period 2016-10 Ending October 31, 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	75.00	2,000.00	2,535.55	(26.78%)
Total CODE ENFORCEMENT Expenditures	0.00	9,096.45	122,756.00	90,618.77	26.18%
STREET DEPARTMENT Expenditures					
101.43000.01010 FULL TIME EMPLOYEES	0.00	9,872.78	127,722.00	108,041.53	15.41%
101.43000.01013 OVERTIME	0.00	68.40	7,361.00	3,032.79	58.80%
101.43000.01020 ON CALL SALARIES	0.00	213.73	2,518.00	1,193.11	52.62%
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	761.53	10,557.00	8,419.22	20.25%
101.43000.01220 FICA/MC CONTRIBUTIONS-EMPLO	0.00	756.33	10,821.00	8,441.70	21.99%
101.43000.01300 HEALTH INSURANCE	0.00	1,569.35	23,105.00	15,087.47	34.70%
101.43000.01313 PRUDENTIAL LIFE INSURANCE	0.00	8.86	107.00	88.63	17.17%
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	630.69	18,000.00	7,700.91	57.22%
101.43000.02150 SHOP MATERIALS	0.00	84.98	2,000.00	2,160.68	(8.03%)
101.43000.02200 REPAIR & MAINTENANCE	0.00	2,230.48	7,500.00	6,550.16	12.66%
101.43000.02210 EQUIPMENT PARTS	0.00	362.98	6,000.00	4,826.81	19.55%
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	468.00	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	0.00	370.00	157.90	57.32%
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	0.00	100.00	0.00	100.00%
Total STREET DEPARTMENT Expenditures	0.00	17,028.11	237,554.00	179,716.25	24.35%
RECREATION DEPARTMENT Expenditures					
101.45100.01010 FULL TIME EMPLOYEES	0.00	16,011.51	207,245.00	175,122.74	15.50%
101.45100.01040 TEMPORARY EMPLOYEES	0.00	244.75	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	1,200.87	15,669.00	13,134.16	16.18%
101.45100.01220 FICA/MC CONTRIBUTIONS-EMPLO	0.00	1,222.31	17,165.00	13,955.92	18.70%
101.45100.01300 HEALTH INSURANCE	0.00	2,809.62	33,231.00	27,095.41	18.46%
101.45100.01313 PRUDENTIAL LIFE INSURANCE	0.00	14.54	176.00	145.40	17.39%
101.45100.01510 WORKERS COMPENSATION	0.00	0.00	1,700.00	567.72	66.60%
101.45100.02000 OFFICE SUPPLIES	0.00	59.77	1,625.00	2,459.03	(51.32%)
101.45100.02220 POSTAGE	0.00	91.29	6,800.00	4,679.65	31.18%
101.45100.02290 RECREATION EQUIP SUPPLIES	0.00	65.00	2,200.00	1,906.66	13.33%
101.45100.03310 TRAVEL EXPENSE	0.00	31.86	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	0.00	435.00	421.29	3.15%
Total RECREATION DEPARTMENT Expenditures	0.00	21,751.52	314,803.00	256,850.85	18.41%
PARKS DEPARTMENT Expenditures					
101.45200.01010 FULL TIME EMPLOYEES	0.00	10,352.81	133,160.00	113,296.09	14.92%
101.45200.01013 OVERTIME	0.00	68.40	7,211.00	4,265.51	40.85%

CITY OF SPRING LAKE PARK
Statement of Revenue and Expenditures
Revised Budget
For GENERAL FUND (101)
For the Fiscal Period 2016-10 Ending October 31, 2016

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
101.45200.01020 ON CALL SALARIES	0.00	172.38	2,518.00	1,448.80	42.46%
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	794.55	10,943.00	8,926.24	18.43%
101.45200.01220 FICA/MC CONTRIBUTIONS-EMPLO	0.00	795.05	11,305.00	9,008.77	20.31%
101.45200.01300 HEALTH INSURANCE	0.00	2,108.91	23,103.00	16,358.18	29.19%
101.45200.01313 PRUDENTIAL LIFE INSURANCE	0.00	8.92	107.00	89.19	16.64%
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	575.85	17,000.00	7,157.67	57.90%
101.45200.02200 REPAIR & MAINTENANCE	0.00	825.57	7,000.00	8,860.58	(26.58%)
101.45200.02205 LAKESIDE PK EXP TO BE REIM	0.00	0.00	0.00	6,608.41	0.00%
101.45200.02210 EQUIPMENT PARTS	0.00	1,186.33	3,000.00	4,968.64	(65.62%)
101.45200.02221 TIRES	0.00	0.00	600.00	998.64	(66.44%)
101.45200.02225 LANDSCAPING MATERIALS	0.00	558.56	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	0.00	232.00	453.35	(95.41%)
101.45200.03810 ELECTRIC UTILITIES	0.00	354.84	3,800.00	3,614.90	4.87%
101.45200.03830 GAS UTILITIES	0.00	60.41	4,000.00	2,182.84	45.43%
101.45200.03841 RUBBISH REMOVAL	0.00	0.00	300.00	63.87	78.71%
101.45200.04190 SATELLITE RENTAL	0.00	126.00	1,300.00	1,368.00	(5.23%)
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	11,508.44	(0.07%)
Total PARKS DEPARTMENT Expenditures	0.00	17,988.58	264,443.00	222,368.61	15.91%
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	60.16	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	1,032.50	1,000.00	5,788.48	(478.85%)
101.49000.04420 SURCHARGES-PLMG	0.00	25.00	200.00	54.00	73.00%
101.49000.04430 SURCHARGES-HTG	0.00	24.50	400.00	94.68	76.33%
101.49000.04440 SURCHARGES-BLDG	0.00	1,746.95	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	2,859.03	218,650.00	60,567.77	72.30%
Total GENERAL FUND Expenditures	\$ 0.00	\$ 241,627.86	\$ 4,242,858.00	\$ 2,883,176.17	32.05%
GENERAL FUND Excess of Revenues Over Expenditures	\$ 0.00	\$ (173,214.32)	\$ 0.00	\$ (840,414.69)	0.00%

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

For the Fiscal Period 2016-10 Ending October 31, 2016

Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Total Revenues	\$	0.00	\$ 68,413.54	\$ 4,242,858.00	\$ 2,042,761.48	51.85%
Total Expenditures	\$	0.00	\$ 241,627.86	\$ 4,242,858.00	\$ 2,883,176.17	32.05%
Total Excess of Revenues Over Expenditures	\$	0.00	\$ (173,214.32)	\$ 0.00	\$ (840,414.69)	0.00%

CITY OF SPRING LAKE PARK

Statement of Revenue and Expenditures

Revised Budget
For PUBLIC UTILITIES OPERATIONS (601)
For the Fiscal Period 2016-10 Ending October 31, 2016

Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues						
Revenues						
601.00000.34950	MISC REVENUE-NSF CHRGS	\$ 0.00	\$ 467.84	\$ 0.00	\$ 801.81	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	166,302.16	460,950.00	428,977.36	6.94%
601.00000.37103	SALES TAX COLLECTED	0.00	1,696.24	5,000.00	5,241.75	(4.84%)
601.00000.37104	PENALTIES/WATER	0.00	0.00	6,000.00	4,521.03	24.65%
601.00000.37109	SAFE DRINKING WATER FEE	0.00	3,452.28	13,928.00	13,902.72	0.18%
601.00000.37111	ADMINISTRATIVE CHARGE	0.00	17,560.35	68,000.00	71,095.71	(4.55%)
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	475.00	1,200.00	1,506.75	(25.56%)
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	203,270.52	790,100.00	751,317.09	4.91%
601.00000.37204	PENALTIES-SEWER	0.00	0.00	15,000.00	9,338.46	37.74%
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	393,224.39	1,415,298.00	1,288,630.77	8.95%
Total PUBLIC UTILITIES OPERATIONS Revenues		\$ 0.00	\$ 393,224.39	\$ 1,415,298.00	\$ 1,288,630.77	8.95%

Expenditures**WATER DEPARTMENT Expenditures**

601.49400.01010	FULL TIME EMPLOYEES	\$ 0.00	\$ 7,930.72	\$ 100,916.00	\$ 86,896.84	13.89%
601.49400.01013	OVERTIME	0.00	147.97	7,061.00	3,625.16	48.66%
601.49400.01020	ON CALL SALARIES	0.00	172.38	2,421.00	1,255.13	48.16%
601.49400.01040	TEMPORARY EMPLOYEES	0.00	0.00	19,100.00	11,931.24	37.53%
601.49400.01050	VACATION BUY BACK	0.00	0.00	950.00	0.00	100.00%
601.49400.01210	PERA CONTRIBUTIONS-EMPLOYE	0.00	618.85	8,280.00	6,883.34	16.87%
601.49400.01220	FICA/MC CONTRIBUTIONS-EMPLO	0.00	616.22	9,979.00	7,838.26	21.45%
601.49400.01300	HEALTH & DENTAL INSURANCE	0.00	1,389.58	18,606.00	13,350.99	28.24%
601.49400.01313	LIFE INSURANCE	0.00	7.68	95.00	76.79	19.17%
601.49400.01510	WORKERS COMPENSATION	0.00	0.00	6,500.00	6,413.47	1.33%
601.49400.02000	OFFICE SUPPLIES	0.00	0.00	800.00	171.30	78.59%
601.49400.02030	PRINTED FORMS	0.00	447.96	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	164.52	4,000.00	1,637.48	59.06%
601.49400.02200	REPAIR & MAINTENANCE	0.00	506.81	48,500.00	56,242.49	(15.96%)
601.49400.02210	EQUIPMENT PARTS	0.00	94.82	1,000.00	656.24	34.38%
601.49400.02220	POSTAGE	0.00	32.07	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	584.00	27.00%
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

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Revised Budget
For PUBLIC UTILITIES OPERATIONS (601)
For the Fiscal Period 2016-10 Ending October 31, 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	0.00	900.00	414.08	53.99%
601.49400.03310 TRAVEL EXPENSE	0.00	558.24	1,200.00	642.45	46.46%
601.49400.03500 PRINTING & PUBLISHING	0.00	0.00	7,000.00	6,885.79	1.63%
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	1,104.75	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	53.80	13,775.00	3,558.92	74.16%
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	1,963.53	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	15,873.90	412,165.00	263,882.36	35.98%
WATER TREATMENT PLANT Expenditures					
601.49402.02100 OPERATING SUPPLIES	0.00	0.00	100.00	0.00	100.00%
601.49402.02120 MOTOR FUELS & LUBRICANTS	0.00	0.00	2,000.00	0.00	100.00%
601.49402.02160 CHEMICALS & CHEMICAL PROD	0.00	5,674.22	23,000.00	15,526.08	32.50%
601.49402.02200 REPAIR & MAINTENANCE	0.00	158.41	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	5,626.49	80,000.00	60,358.69	24.55%
601.49402.03830 GAS UTILITIES	0.00	0.00	3,000.00	1,581.42	47.29%
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	11,459.12	182,885.00	95,587.60	47.73%
SEWER DEPARTMENT Expenditures					
601.49450.01010 FULL TIME EMPLOYEES	0.00	7,930.74	100,916.00	86,897.01	13.89%
601.49450.01013 OVERTIME	0.00	147.98	7,061.00	3,625.28	48.66%
601.49450.01020 ON CALL SALARIES	0.00	172.38	2,421.00	1,255.14	48.16%
601.49450.01040 TEMPORARY EMPLOYEES	0.00	0.00	19,100.00	11,931.29	37.53%
601.49450.01050 VACATION BUY BACK	0.00	0.00	950.00	0.00	100.00%
601.49450.01210 PERA CONTRIBUTIONS-EMPLOYE	0.00	618.89	8,280.00	6,883.79	16.86%
601.49450.01220 FICA/MC CONTRIBUTIONS-EMPLO	0.00	616.26	9,979.00	7,794.24	21.89%
601.49450.01300 HEALTH & DENTAL INSURANCE	0.00	1,389.62	18,606.00	13,351.25	28.24%
601.49450.01313 LIFE INSURANCE	0.00	7.70	95.00	76.99	18.96%
601.49450.01510 WORKERS COMPENSATION	0.00	0.00	6,500.00	6,413.47	1.33%
601.49450.02000 OFFICE SUPPLIES	0.00	0.00	800.00	38.31	95.21%
601.49450.02030 PRINTED FORMS	0.00	447.96	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 2016-10 Ending October 31, 2016

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
601.49450.02120 MOTOR FUELS & LUBRICANTS	0.00	164.56	4,000.00	1,637.49	59.06%
601.49450.02200 REPAIR & MAINTENANCE	0.00	275.00	10,000.00	4,977.17	50.23%
601.49450.02210 EQUIPMENT PARTS	0.00	0.00	2,000.00	298.50	85.08%
601.49450.02220 POSTAGE	0.00	32.07	2,500.00	1,612.09	35.52%
601.49450.02221 TIRES	0.00	0.00	1,000.00	0.00	100.00%
601.49450.02222 STREET REPAIRS	0.00	0.00	1,000.00	1,000.00	0.00%
601.49450.02262 WATER METER & SUPPLIES	0.00	0.00	5,000.00	6,541.74	(30.83%)
601.49450.02280 UNIFORM ALLOWANCE	0.00	0.00	950.00	623.93	34.32%
601.49450.03010 AUDIT & ACCTG SERVICES	0.00	0.00	2,502.00	2,502.00	0.00%
601.49450.03030 ENGINEERING FEES	0.00	0.00	1,000.00	1,250.25	(25.03%)
601.49450.03040 LEGAL FEES	0.00	0.00	300.00	0.00	100.00%
601.49450.03210 TELEPHONE	0.00	0.00	700.00	414.13	40.84%
601.49450.03310 TRAVEL EXPENSE	0.00	0.00	1,000.00	84.22	91.58%
601.49450.03500 PRINTING & PUBLISHING	0.00	0.00	300.00	0.00	100.00%
601.49450.03600 INSURANCE	0.00	0.00	8,700.00	7,791.02	10.45%
601.49450.03810 ELECTRIC UTILITIES	0.00	319.02	3,200.00	2,965.60	7.33%
601.49450.03840 METRO WASTE CONTROL	0.00	40,896.76	490,716.00	449,864.36	8.32%
601.49450.04000 CONTRACTUAL SERVICE	0.00	0.00	11,850.00	3,253.10	72.55%
601.49450.04050 MAINTENANCE AGREEMENTS	0.00	53.81	11,460.00	1,336.42	88.34%
601.49450.04300 CONFERENCE & SCHOOLS	0.00	0.00	2,450.00	1,355.45	44.68%
601.49450.04330 DUES & SUBSCRIPTIONS	0.00	0.00	150.00	0.00	100.00%
601.49450.04390 MISCELLANEOUS	0.00	0.00	100.00	0.00	100.00%
601.49450.04450 RESERVE CAPACITY CHARGES	0.00	0.00	2,700.00	0.00	100.00%
601.49450.04460 SURCHARGES-SEWER	0.00	0.00	10.00	0.00	100.00%
601.49450.07000 PERMANENT TRANSFERS OUT	0.00	0.00	79,952.00	0.00	100.00%
Total SEWER DEPARTMENT Expenditures	0.00	53,072.75	820,248.00	627,504.35	23.50%
Total PUBLIC UTILITIES OPERATIONS Expenditures	\$ 0.00	\$ 80,405.77	\$ 1,415,298.00	\$ 986,974.31	30.26%
PUBLIC UTILITIES OPERATIONS Excess of Revenues Over \$	0.00	\$ 312,818.62	\$ 0.00	\$ 301,656.46	0.00%

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

For the Fiscal Period 2016-10 Ending October 31, 2016

Account Number		Current Budget		Current Actual		Annual Budget		YTD Actual		Remaining Budget %
Total Revenues	\$	0.00	\$	393,224.39	\$	1,415,298.00	\$	1,288,630.77		8.95%
Total Expenditures	\$	0.00	\$	80,405.77	\$	1,415,298.00	\$	986,974.31		30.26%
Total Excess of Revenues Over Expenditures	\$	0.00	\$	312,818.62	\$	0.00	\$	301,656.46		0.00%

CITY OF SPRING LAKE PARK
STATEMENT OF FUND BALANCE
OCTOBER 2016

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE</u>
101	GENERAL	\$ 542,600.09
102	ELECTIONS	\$ 50,290.00
103	POLICE RESERVES	\$ 847.78
104	NORTH CENTRAL SUBURBAN CABLE	\$ 3,630.10
108	POLICE FORFEITURES	\$ 22,647.10
112	ESCROW TRUST	\$ 74,373.37
 <u>SPECIAL REVENUE FUNDS</u>		
224	SMALL EQUIPMENT REPLACEMENT	\$ 22,355.79
225	PARK ACQUISITION & IMPROVEMENTS	\$ 228,182.77
226	PARK EQUIPMENT & IMPROVEMENTS	\$ 8,977.51
227	HRA EXCESS	\$ 167,039.29
229	SANBURNOL PARK IMPROVEMENTS	\$ 12,161.06
230	RECYCLING	\$ 59,818.87
234	STREET LIGHTING	\$ 35,565.65
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	\$ 447,300.50
248	TRAFFIC EDUCATION	\$ 64,940.24
 <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	\$ 77,103.25
403	CAPITAL REPLACEMENT	\$ 425,826.38
407	SEALCOATING	\$ 97,720.50
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	\$ 491,323.15
 <u>ENTERPRISE FUNDS</u>		
600	PUBLIC UTILITY RENEWAL & REPLACEMENT	\$ 1,935,104.37
601	PUBLIC UTILITY OPERATIONS	\$ 1,311,432.05
602	WATER TREATMENT PLANT	\$ 172,973.08
609	MUNICIPAL LIQUOR	\$ 185,021.53
610	ON-SALE NOTE PROCEEDS	\$ 519,105.67
 <u>INTERNAL SERVICE FUNDS</u>		
700	SEVERANCE	\$ -
 GRAND TOTAL		 <u><u>\$ 9,040,097.55</u></u>

MEMORANDUM

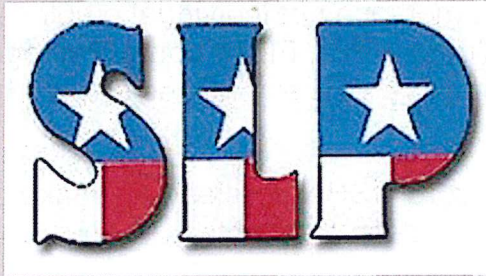
TO: MAYOR HANSEN AND MEMBERS OF THE CITY COUNCIL
FROM: DANIEL R. BUCHHOLTZ, CITY ADMINISTRATOR
SUBJECT: SAFETY PROGRAM CONSULTANT
DATE: NOVEMBER 4, 2016

The City currently contracts with William Anderl, PWSHT, for safety program consulting services. Over the past four years, it has become apparent to staff that our safety program needs improvement. Therefore, staff is proposing to contract with SafeAssure for these services.

SafeAssure provides a wide variety of training topics, beyond the ones required annually by OSHA. The training is done in an on-line format, ensuring that all employees will receive the required training. In addition, SafeAssure will review our safety programs to ensure they are compliant with current OSHA regulations and statutes. They will complete OSHA audits of facilities and provide recommendations on any deficiencies. They will meet with and be an advisor to our Safety Committee, answer any OSHA related questions we have and assist us in an OSHA inspection.

The price of the contract is \$6,042 per year, which is spread out amongst various City budgets. While this is approximately \$2,800 more than what we pay currently, we feel the City will save this moving forward through less lost time and fewer workers compensation claims. The proposed General Fund budget and Public Utilities budget have adequate funds budgeted for these services.

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



WHAT SAFEASSURE WILL DO FOR THE CITY OF SPRING LAKE PARK

**INFORMATION
PACKET/PROPOSAL**

October 3, 2016

COMPARE CONTRACTS

- SafeAssure will review all of your current safety related programs, make recommendations/suggestions and update programs as needed to comply with “all current” OSHA regulations and statutes. SafeAssure will write any required OSHA safety policies that are not currently (if any) in place.
- Develop annual safety goals along with the Safety Committee. We will utilize the AWAIR format to accomplish this important element.
- Provide on-line safety training and complete documentation of individual employee training on AWAIR, Employee Right To Know-MSDS (includes PPE), Blood borne Pathogens (includes PPE), Ergonomics and Emergency Action Plan, for employees elected by management to do on-line training.
- Complete OSHA audits of facilities (buildings), record OSHA deficiencies, make corrective recommendations. Audits will include pictures of the deficiency noted.
- Meet with and be an advisor to the Safety Committee, review OSHA guidelines, recommendations etc.
- Provide answers to all and any OSHA question submitted by department supervisors (or other persons as allowed by management). Call us on the SafeAssure toll free number 1-800-920-SAFE.
- SafeAssure will assist in the event of a serious employee injury or death, and a SafeAssure employee will walk with you through an OSHA inspection. SafeAssure will be with you all the way through the inspection process, including a presence at the OSHA closing conference.
- All SafeAssure employees that conduct classroom training are individually trained by SafeAssure management on the subject matter they present prior to entering a classroom training situation. SafeAssure training management continually review OSHA regulations and statutes and confer with OSHA representatives on any revised or new regulation(s) or statute (s). Employee safety often times will involve A.N.S.I. and/or D.O.T. compliance regulations. SafeAssure management is continually researching and maintaining current laws that apply.
- We provide an “ALERT” system rather than a Newsletter. This system allows SafeAssure to quickly inform clients of a safety situation/danger or other information that is pertinent to the safety of employees and should be received in a timely manner.
- SafeAssure will provide the outside “Audit” and “Recommendation” paper work that is required when completing a “OSHA Safety Grant” request.
- Mediums utilized by SafeAssure include, on-line training which includes videos and the clients Specific OSHA safety programs, on-site training with power point, workbooks, videos and employee participation topical games.

“The SafeAssure Advantage”



The SafeAssure Advantage

- ◇ On-line Training Benefits *Which Includes:* (AWAIR, Employee Right to Know, Emergency Action Plan, Bloodborne Pathogens, Ergonomics, AED (Defibrillator) Video Training-We Show Your AED Instruction Video)
 - Avoid on-site training scheduling conflicts
 - More efficient—Employees view when they have time and in smaller increments
 - 100% attendance achievable (meeting OSHA requirements)
 - Tested on knowledge of subject
 - Employee training progress reports available to Supervisor
 - "First Day" New Employee Training
- ◇ Site Specific Employee Training-Hands On, Games, Audits
- ◇ Simulated OSHA Inspection of All Buildings and Worksites (Written Report & Recommendations)
- ◇ Site Specific Written Programs/Policies (Guaranteed-Annually Reviewed & Replaced)
- ◇ SafeAssure Assistance When OSHA Visits Your Entity
- ◇ Safety Committee Assistance/Attendance
- ◇ Workplace Hazard Analysis/Assessments
- ◇ MSDS On-line Services—Site Specific
- ◇ Fastenal—15% Discount on all Products
- ◇ Assistance With All Your OSHA Needs

【 Call Us With Your OSHA Questions and/or Concerns 【

1-800-920-SAFE



ACCREDITED
BUSINESS

A+ Rating

Safeassure Training Topics. . .

The SafeAssure Advantage 1-800-920-SAFE

FULL LENGTH TRAINING

Training sessions will address **ALL** OSHA Standards/Statutes for each topic listed below:

ANNUAL REQUIREMENTS ON-LINE TRAINING AVAILABLE ALL PERSONNEL

- A.W.A.I.R.
- Bloodborne Pathogens
- Emergency Action Plans
- Employee Right To Know (Damarco)
- Ergonomics/Proper Lifting

REQUIRED FOR AFFECTED PERSONNEL

- Confined Spaces
- Earthmoving Equipment
- Fire Extinguishers
- Forklift
- Hearing Conservation
- Lockout / Tag Out
- Personal Protective Equip.
- Chainsaw/Tree Trimming Safety
- Respiratory Protection
- Trenching / Excavation
- Cranes/Chains/Slings
- Job Hazard Analysis
- "SPECIFIC" Chemical Training

OPTIONAL PRIORITY TOPICS/TRAINING

- Cold Stress/Heat Stress
- Construction Safety
- Defensive Driving
- Electrical Safety
- Excavations
- Fall Protection
- OSHA Record/Keeping and Posters
- Safety Committees
- Slips/Trips/Falls
- Traffic Safety
- Workplace Violence

***THIS LIST IS NOT ALL
INCLUSIVE:
(IF THERE IS A TOPIC NOT ON THIS
LIST YOU WOULD LIKE
COVERED, PLEASE LET US KNOW).***

***ALL TRAINING IS
CUSTOMIZED TO FULFILL YOUR
TRAINING
REQUIREMENTS AND
SPECIFIC WANTS/NEEDS.***

OTHER RECOMMENDED TRAINING

- Asbestos
- Chemical Hygiene (Lab Safety)
- Emergency Response
- E.R.T.K. (Specific Chemicals)
- Fire Safety
- Grounds-Keeping
- Hazardous Spills
- Hazardous Energies
- Health Services
- Industrial Hygiene
- Industrial Safety
- Laboratory Safety
- Lead
- Machine Shops
- Mold Identification/Awareness
- METH Lab Awareness
- Office Safety
- Process Safety
- Scaffolds
- Silica
- Tree Trimming

SHORT SUBJECT TRAINING

Site-Specific Training sessions will be developed to enhance employee safety awareness within the topics listed below:

- Abrasive Blasting/Wheels
- Accident Investigation
- Aerial Lifts
- Back Safety
- Backhoes
- Bituminous Work
- Compressed Gas
- Compressed Air
- Construction Equipment
- Flammable Materials
- Generators
- Grinding Wheels

- Hand Safety
- Housekeeping
- Knife Safety
- Ladders
- Lead
- Lifting
- Machine Guarding
- Occupational Diseases
- Power Presses
- Power Tools
- Signs
- Street/Highway Maintenance

- Structural Steel Erection
- Tanks
- Valves
- Ventilation
- Walking & Working Surfaces
- Welding & Cutting

**SHORT SUBJECT TRAINING
CAN BE DEVELOPED TO FIT
INTO YOUR BUSY SCHEDULES.**

SECTION 2

CONTRACT/AGREEMENT

The United States Department of Labor, Division of Occupational Safety and Health Administration and the Minnesota Department of Labor, Division of Occupational Safety and Health Administration require employers to have documented proof of employee training and written procedures for certain specific standards. **The attached addendum and training schedule clarifies written and training requirements.**

The required standards that apply to The City of Spring Lake Park are listed below:

A.W.A.I.R.

MN Statute 182.653

"An employer covered by this section must establish a written Work-place Accident & Injury program that promotes safe & healthful working conditions".

BLOODBORNE PATHOGENS

29 CFR 1910.1030

Each employer having an employee(s) with occupational exposure as defined by paragraph (b) of this section shall establish a written Exposure Control Plan designed to eliminate or minimize employee exposure.

CONFINED SPACE

29 CFR 1910.146

If the employer decides that its employees will enter permit spaces, the employer shall develop and implement a written permit space program.....

CONTROL OF HAZARDOUS ENERGY

29 CFR 1910.147 &

MN Statute 5207.0600

"Procedures shall be developed, documented & utilized for the control of potentially hazardous energy when employees are engaged in the activities covered by this section".

EMERGENCY ACTION PLAN

29 CFR 1910.35 THRU .38

"The emergency action plan shall be in writing and shall cover the designated actions employers & employees must take to insure employee safety from fire & other emergencies".

ERGONOMICS

29 CFR PART 1910.900 THRU 1910.944

"Training required for each employee and their supervisors must address signs and symptoms of MSD's, MSD hazards and controls used to address MSD hazards."

EXCAVATIONS/TRENCHING 1926.651 (k)(1)

Daily inspections of excavations, the adjacent areas, and protective systems shall be made by a competent person for evidence of a situation that could result in possible cave-ins, indications of failure of protective systems, hazardous atmospheres, or other hazardous conditions.

GENERAL DUTY CLAUSE

PL91-596

"Hazardous conditions or practices not covered in an O.S.H.A. Standard may be covered under section 5(a)(1) of the act, which states: Each employer shall furnish to each of {their} employees employment and a place of employment which is free from recognized hazards that are causing or are likely to cause death or serious physical harm to {their} employees."

HAZARD COMMUNICATIONS

29 CFR 1910.1200 &

MN Statute 5206.0100 thru 5206.1200

"Evaluating the potential hazards of chemicals, and communicating information concerning hazards and appropriate protective measures to employees may include, but is not limited to, provision for: development & maintaining a written hazard communication program for the work-place..."

LOGGING OPERATIONS 1910.266 (i)(1)

The employer shall provide training for each employee, including supervisors, at no cost to the employee.

MOBILE EARTHMOVING EQUIPMENT

MN RULES 5207.1000

Mobile earth-moving equipment operators and all other employees working on the ground exposed to mobile earth-moving equipment shall be trained in the safe work procedures pertaining to mobile earth-moving equipment and in the recognition of unsafe or hazardous conditions.

OCCUPATIONAL NOISE EXPOSURE

29 CFR 1910.95

The employer shall institute a training program for all employees who are exposed to noise at or above an 8-hour time weighted average of 85 decibels, and shall ensure employee participation in such a program.

OVERHEAD CRANES

1910.179(j)(3)

Periodic inspection. Complete inspections of the crane shall be performed at intervals as generally defined in paragraph (j)(1)(ii)(b) of this section, depending upon its activity.....

PERSONAL PROTECTIVE EQUIPMENT

1926.95 a)

"Application." Protective equipment, including personal protective equipment for eyes, face, head, and extremities, protective clothing, respiratory devices, and protective shields and barriers, shall be provided, used, and maintained in a sanitary and reliable condition wherever it is necessary by reason of hazards of processes or environment, chemical hazards, radiological hazards, or mechanical irritants encountered in a manner capable of causing injury or impairment in the function of any part of the body through absorption, inhalation or physical contact.

RESPIRATORY PROTECTION

29 CFR 1910.134

Written standard operating procedures governing the selection and use of respirators shall be established.

RECORDING AND REPORTING OCCUPATIONAL INJURIES AND ILLNESSES

29 CFR 1904

"Each employer shall maintain in each establishment a log and summary of all occupational injuries and illnesses for that establishment....."

In the interest of Quality Safety Management, it may be recommended that written procedures and documented employee training also be provided for the following Subparts when or if applicable during the contract year. (Subparts represent multiple standards)

1910 Subparts

Subpart D - Walking - Working Surfaces
Subpart E - Means of Egress
Subpart F - Powered Platforms, Man-lifts, and Vehicle-Mounted Work Platforms
Subpart G - Occupational Health and Environmental Control
Subpart H - Hazardous Materials
Subpart I - Personal Protective Equipment
Subpart J - General Environmental Controls
Subpart K - Medical and First Aid
Subpart L - Fire Protection
Subpart M - Compressed Gas and Compressed Air Equipment
Subpart N - Materials Handling and Storage
Subpart O - Machinery and Machine Guarding
Subpart P - Hand and Portable Powered Tools and Other Hand-Held Equipment.
Subpart Q - Welding, Cutting, and Brazing.
Subpart S - Electrical
Subpart Z - Toxic and Hazardous Substances

1926 Subparts

Subpart C - General Safety and Health Provisions
Subpart D - Occupational Health and Environmental Controls
Subpart E - Personal Protective and Life Saving Equipment
Subpart F - Fire Protection and Prevention
Subpart G - Signs, Signals, and Barricades
Subpart H - Materials Handling, Storage, Use, and Disposal
Subpart I - Tools - Hand and Power
Subpart J - Welding and Cutting
Subpart K - Electrical
Subpart L - Scaffolds
Subpart M - Fall Protection
Subpart N - Cranes, Derricks, Hoists, Elevators, and Conveyors
Subpart O - Motor Vehicles, Mechanized Equipment, and Marine Operations
Subpart P - Excavations
Subpart V - Power Transmission and Distribution
Subpart W - Rollover Protective Structures; Overhead Protection
Subpart X - Stairways and Ladders
Subpart Z - Toxic and Hazardous Substances
Applicable MN OSHA 5205 Rules
Applicable MN OSHA 5207 Rules
Applicable MN OSHA 5206 Rules (Employee Right to Know)

All training on the programs written by SafeAssure Consultants, Inc. will meet or exceed State and/or Federal OSHA requirements.

These programs/policies and procedures listed on the addendum **do not** include the cost of hardware such as labels, signs, etc. and will be the responsibility of The City of Spring Lake Park to obtain as required to comply with OSHA standards.

Our contract year will begin on the signing of this proposal/contract. Classroom training will be accomplished at a time convenient to most employees/management and so selected as to disrupt the workday as little as possible.

All documents and classroom training produced by SafeAssure Consultants for The City of Spring Lake Park are for the sole and express use by The City of Spring Lake Park and its employees and not to be shared, copied, recorded, filmed or used by any division, department, subsidiary, or parent organization or any entity whatsoever, without prior written approval of SafeAssure Consultants.

It is always the practice of SafeAssure Consultants to make modifications and/or additions to your program when necessary to comply with changing OSHA standards/statutes. These changes or additions, when made during a contract year, will be made at no additional cost to The City of Spring Lake Park.

All written programs/services that are produced by SafeAssure Consultants, Inc. are guaranteed to meet the requirements set forth by MNOSHA/OSHA. SafeAssure Consultants, Inc. will reimburse The City of Spring Lake Park should MNOSHA/OSHA assess a fine for a deficient or inadequate written program that was produced by SafeAssure Consultants, Inc. SafeAssure Consultants, Inc. does not take responsibility for financial loss due to MNOSHA/OSHA fines that are unrelated to written programs mentioned above.

If SafeAssure fails to perform any of the provisions of this contract or so fails to administer the work as to endanger the performance of the contract, such failure may constitute default. Unless the default is excused by the city, the city may, upon written notice to the SafeAssure, cancel this agreement in partial or entirety.

As a "full service client" all time spent consulting, answering questions, correspondence, and OSHA inspection assistance both on and off site are part of the contract services and are included (see also schedule within).

ADDENDUM
SAFETY PROGRAM RECOMMENDATIONS
The City of Spring Lake Park

Written Programs & Training

A.W.A.I.R. (A Workplace Accident and Injury Reduction Act)

- review/modify or write site specific program
- documented training of all personnel
- accident investigation
- simulated OSHA inspection

Bloodborne Pathogens

- review/modify or write site specific program
- documented training of all personnel

Chainsaw/Tree Trimming

- review/modify or write site specific program
- documented training of all personnel

Confined Space

- review/modify or write site specific program
- documented training of all personnel

Contractors Safety Program

- review/modify or write site specific program
- documented training of all personnel

Cranes-Chains-Slings

- review/modify or write site specific program
- documented training of all personnel (inspections)

Emergency Action Plan

- review/modify or write site specific program
- documented training of all personnel

Employee Right to Know/Hazard Communication

- review/modify or write site specific program
- documented training of all personnel (general and specific training)
- various labeling requirements
- assist with installing and initiating DAMARCO Solutions, LLC, MSDS and data base program

Ergonomics/Proper Lifting

- review/modify or write site specific program
- documented training of all personnel
 - job hazards-recognition
 - control steps
 - reporting
 - management leadership requirements
 - employee participation requirements

Fleet Safety/Defensive Driving

- review/modify or write site specific program
- documented training of all personnel

General Safety Requirements (other as required)

- review/modify or write site specific program
- documented training of all personnel

Hearing Conservation (Occupational Noise Exposure)

- review/modify or write site specific program
- documented training of all personnel
- decibel testing and documentation

Lock Out/Tag Out (Control of Hazardous Energy)

- review/modify or write site specific program
- documented training of all personnel

Mobile Earthmoving Equipment

- review/modify or write site specific program
- documented training of all personal

Personal Protective Equipment

- review/modify or write site specific program
- documented training of all personnel

Recordkeeping

- review/modify or write site specific program
- documented training of all personnel

Respiratory Protection

- review/modify or write site specific program
- documented training of all personnel
- Medical Questionnaire/Fit Tests

Trenching/Excavation

- review/modify or write site specific program
- documented training of all personnel

The "SafeAssure Advantage"

- On-Line training available for AWAIR, EAP, ERTK, ERGO/Lifting, Bloodborne, Fire Extinguishers
- Safety Committee Advisor
- Employee Safety Progress Analysis
- SafeAssure "Client Discount Card" from Fastenal Stores or Catalogs (15% off any item)
- Job Hazard Analysis (JHA for more hazardous tasks/jobs)
- Training manual maintenance
- Safety manual maintenance
- Documented decibel testing
- Documented air quality readings-(CO-as required)
- Documented foot-candle readings (if needed)
- OSHA recordkeeping
- General Duty Clause
- Assistance during an actual OSHA inspection
- General safety recommendations
- "ALERT" data base
- Unlimited consulting services

Contract/Agreement

THIS AGREEMENT is made this third day of October, 2016 between The City of Spring Lake Park, Spring Lake Park, Minnesota, herein referred to as The City of Spring Lake Park and SafeAssure Consultants, Inc. 200 S.W. Fourth Street, Willmar, Minnesota, herein referred to as SafeAssure.

SafeAssure agrees to abide by all applicable federal and state laws including, but not limited to, OSHA regulations and local/state/national building codes. Additionally, SafeAssure will practice all reasonable and appropriate safety and loss control practices.

SafeAssure agrees to provide, at the time of execution of this contract/agreement, The City of Spring Lake Park (upon request) with a current Certificate of Insurance with proper coverage lines and a **minimum of \$2,000,000.00** in insurance limits of general liability and statutory for workers' compensation insurance. SafeAssure is insured by "The Hartford" insurance companies.

SafeAssure further agrees that The City of Spring Lake Park will not be held liable for any claims, injuries, or damages of whatever nature due to negligence, alleged negligence, acts or omissions of SafeAssure to third parties. SafeAssure expressly forever releases and discharges The City of Spring Lake Park, its agents, members, officers, employees, heirs and assigns from any such claims, injuries, or damages. SafeAssure will also agree to defend, indemnify and hold harmless The City of Spring Lake Park, its agents, members and heirs from any and all claims, injuries, or damages of whatever nature pursuant to the provisions of this agreement.

SafeAssure and its employees is an independent contractor of The City of Spring Lake Park, and nothing in this agreement shall be considered to create the relationship of an employer/employee.

In consideration of this signed agreement/contract, for the period of **Twelve Months** from the signing month, SafeAssure Consultants, Inc. agrees to provide The City of Spring Lake Park, the aforementioned features and services. These features and services include but are not limited to providing OSHA compliance recommendations/consultations, scheduled classroom-training sessions, unlimited online training, and writing and maintaining mandatory OSHA programs. These features and services will be prepared to meet the specific needs of The City of Spring Lake Park.

ANNUAL CONTRACT (FULL SERVICE)	\$6,042.00
MSDS/SDS ON-LINE SERVICES	(included)

TOTAL ANNUAL \$ \$6042.00

IN TESTIMONY WHEREOF, we agree to the day and year first above written and, if representing an organization or similar entity, further certify the undersigned are a duly authorized agent of said entity and authorized to sign on behalf of identified entity.

TWELVE MONTH CONTRACT



X _____
The City of Spring Lake Park Date

X _____
The City of Spring Lake Park Date

X

President-SafeAssure

(Proposal honored for 90 days from above date)

100316

Date

RESOLUTION NO. 16-32

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 \$25,000,000 (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 21st day of November, 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 Monday, December 19, 2016, 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 \$25,000,000.

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.

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

Contractor's Licenses

November 21, 2016

Mechanical Contractor

Liberty Comfort Systems

Mike's Custom Mechanical, Inc.

Superior Heating A/C & Electric

Plumbing Contractor

Captain Plumbing Services

Sign Contractor

Elements, Inc.

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

Sign Permit

November 21, 2016

Midwest Permanent Makeup & Apprenticeship

1071 Hwy 10

DeMars Sign

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

SIGN PERMIT APPLICATION

DATE: 11/15/16
NAME OF APPLICANT: MIDWEST PERMANENT MARKUP
ADDRESS OF APPLICANT: 1071 40th Hwy 10
TELEPHONE NUMBER OF APPLICANT: ~~763~~ 612-518-3572
NAME OF BUSINESS AND LOCATION of building structure, or lot to which or upon which the sign is
to be attached or erected _____

New Construction: _____ Remodel: _____ Word Change Only: X

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: DEMARS SIGNS

Address: 410 93RD AVE NW COON RAPIDS 55433

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: \$ 120.00 RECEIPT NUMBER: _____

DATE OF APPROVAL: _____ DATE OF ISSUE: _____

REASON FOR DENIAL: _____

ADDITIONAL REQUIREMENTS FOR SIGN PERMIT:

SQUARE FOOTAGE OF FRONT OF BUILDING: 2700

SQUARE FOOTAGE OF ALL EXISTING SIGNS: ~~216~~ 178

SQUARE FOOTAGE OF PROPOSED SIGN OR SIGNS: ~~32~~ x 2 = 64

INCLUDE A DRAWING SHOWING LOCATION AND MESSAGE ON SIGN.

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

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

DRAWING:

proposed
 $32 \times \$60.00 \times 2 = \120.00

$810 - 30\%$
 $178 - \text{Existing}$
 $64 - \text{Proposed}$

 568 Remaining

132"

36"

MIDWEST PERMANENT MAKEUP & APPRENTICESHIP

763-792-1111



$$\begin{array}{r} 95\cancel{4} \times 2 = 190 \\ 26\cancel{4} \times 2 = 52 \\ \hline 242\cancel{4} \end{array}$$

138"

99"

48" x 78"



410 93rd Ave. NW
Coon Rapids, MN 55433
763.786.5545

DATE: 11.9.16
SALESMAN: Scott Maciej
LOCATION: _____
NOTES: _____

These plans are the exclusive property of DeMars Signs Inc. and are the result of the original work of its employees. They are submitted to your firm for the sole purpose of your approval, assuming the signage will be manufactured by DeMars Signs Inc. Artwork and design may not be distributed outside your firm without written consent from DeMars Signs Inc. Use of this artwork and/or design without written consent is prohibited; DeMars Signs Inc. reserves the right to pursue legal action in violation of this agreement. This may include, but is not limited to: a) Reimbursement for creating above drawing. b) Any associated legal fees.

CUSTOMER APPROVAL X

NORTHTOWN PROFESSIONAL CENTER

H & L CPA'S
ACCOUNTING / TAX / BOOKKEEPING
763.780.0878

NORTHTOWN CAPITAL STRATEGIES

JON CARLSON INSURANCE AGENCY

EARTH WIZARDS, INC. | BERINS ENTERPRISES, INC.

ACCOUNT SOURCE LLC

CEXITING

OFFICE SPACE
AVAILABLE
763.780.0878



Police Report

October 2016

Submitted for Council Meeting- November 21, 2016

The Spring Lake Park Police Department responded to five hundred and two calls for service for the month of October 2016. This is compared to responding to four hundred and one calls for service in October of 2015.

As we begin our journey into the fall/winter seasons, change is upon us. Schools are back in session, buses are picking up and dropping off students at school and bus stops, the four letter word "Snow" will be occurring. All of which will affect everyone out on our roadways. The police department would like to remind all of our residents and those visiting our community to be cognizant of these issues and allow extra time when traveling to accommodate whatever the issues may be, on any certain day or time. Allowing extra time makes our community a safer place and helps the police department's quest with keeping our community as safe as possible. Please remember with winter knocking on all our door steps our city ordinance prohibits the parking of vehicles on our local road ways from November 1st thru March 31st from 2 am to 8 am. Everyone's attention with these matters are greatly appreciated by the police department and staff.

Our School Resource Officer, Officer Chlebeck reports handling nineteen calls for service at our schools, along with fourteen student contacts, six escorts and four follow up investigations in to school related issues. Thefts continue to be an issue this month as well as last month, Officer Chlebeck and the school continue to address this issue as quickly as possible but would like to remind everyone, to only bring the items necessary for use at school and leave all other personal items at home. For further details, see Officer Chlebeck's attached report.

Investigator Baker reports handling a case load of sixty-six cases for the month of October 2016. Fifty-three of these cases were felony in nature, five of these cases were gross misdemeanor in nature and eight of these cases were misdemeanor in nature. Investigator Baker also indicated that he is currently monitoring six active forfeiture cases and is hoping to bring them to a close as soon as possible.

Investigator Baker did not a few cases of interest for the month of October.

- On October 26, 2016 at approximately 3:30 am officers were called to Unity Hospital regarding an individual that had been shot twice. It was determined that this incident occurred in the 1100 block of 80th Ave in the City of Spring Lake Park. The identity of the “person of interest” was known in this case, through a cooperative effort of the Spring Lake Park Police Department, Blaine Police Department, Fridley Police Department, Coon Rapids Police Department, the Anoka County Sheriff’s Office (Special Tactical Unit) and Anoka County Criminal Investigation Division, the “person of interest” was located in the City of Spring Lake Park and taken into custody without incident. The “person of interests” at the time of this incident was being held in the Anoka County Sheriff’s Office pending charges. The individual shot in this case was in the hospital recovering from his injuries.
- Currently, the Spring Lake Park Police Department is investigating daytime and nighttime burglaries in our city. Through continued investigation, the police department has collected physical and DNA evidence at the scenes and submitted them to the Tri-County Lab for testing. The police department is also utilizing our “Facebook” account to reach out to our community to inform everyone regarding what is occurring and to request assistance from the public with identifying those involved in these activities.
- Investigator Baker has noticed a considerable increase in “Financial Fraud” cases, including credit card fraud and check frauds. These types have cases also include “internet Scams”. Investigator Baker wished to make the public aware of this activity and request everyone to be vigilant in whatever dealings they are conducting and to take the necessary steps to protect their personal information including credit cards and checking account information.

For further details, please 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 October has been a busy month for myself, 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:

- Meeting of the Public Safety Data System Governance Committee
- Meeting with Superintendent Ronneberg regarding public safety and schools issues
- Meeting with Blaine Police Chief, Mounds View Police Officials, SBM Fire Department Representative’s regarding reestablishing a “Chaplin Program” for our respective cities.
- A meeting of the Joint Law Enforcement Council with Mayor Hansen
- A meeting with our new IT company “CIT” regarding our Post Turn-up with Administer Buchholtz and other department staff

I also attend training through the Minnesota Sheriff’s Association regarding the “Role of Federal Law Enforcement in the Color of Law Violations” which was very informative. I concluded the month of

October by attending the International Association of Chiefs of Police Conference held in San Diego, CA. Where I was able to attend many beneficial trainings for my Minnesota POST licensing and review the latest technology for law enforcement on the market today.

I would like to take this opportunity to personally thank the Mayor and City Council, for allowing me to attend this training, it has been and continues to be very valuable and prudent conference, providing me with the necessary training and knowledge to help lead our police department and city through the turbulent times that we currently live in.

Again, thank you.

This will conclude my report.

Are there any questions?



Investigator
Brad Baker

Spring Lake Park Police Department

Investigations Monthly Report

October 2016

Total Case Load

Case Load by Level of Offense: 66

Felony	53
Gross Misdemeanor	5
Misdemeanor	8

Case Dispositions:

County Attorney	3
Juvenile County Attorney	0
City Attorney	1
Forward to Other Agency	1
SLP Liaison	0
Carried Over	58
Unfounded	0
Exceptionally Cleared	1
Closed/Inactive	2

Forfeitures:

Active Forfeitures	6
Forfeitures Closed	0

Notes:

Spring Lake Park Police / School Resource Officer Report

October 2016

Incidents by School Location	Reports (ICRs)	Student Contacts*	Escorts/Other	Follow Up Inv.
Spring Lake Park High School	19	14	3	4
Discovery Days (pre-school)				
Lighthouse School				
Park Terrace Elementary School			1	
District Office				
Able and Terrace Parks (School Related)				
School Related				
Miscellaneous Locations			2	
Totals:	19	14	6	4

Breakdown of Reports (ICRs)	
Theft reports (cellphones, iPods, bikes, etc...)	6
Students charged with Assault or Disorderly Conduct	3
Students charged with other crimes	2
Non-students Charged	
Warrant Arrests	1
Miscellaneous reports	7



MEMORANDUM

To: City of Spring Lake Park
From: Tammy Omdal
Date: November 16, 2016
Re: Tax Increment Financing (TIF) Assistance for Affordable Senior Housing Project

The City of Spring Lake Park (the "City") received a proposal from Dominion Development & Acquisitions for tax increment financing assistance for the proposed development of Spring Lake Senior Apartments by Spring Lake Park Leased Housing Associates I, LLLP (the "Developer"). The housing facility will include approximately 194 rental units with approximately 173 underground parking spaces and an additional 109 surface spaces ("the Project"). Dominion will agree to lease 100% of the units to persons with incomes at or below 60% of the county median income. The Project is estimated to cost \$44.8 million. The request for tax increment financing assistance is to assist with the affordability aspect of the Project.

Background of Developer

Dominium, headquartered in Plymouth, is one of the largest and fastest growing affordable apartment development and management companies in the nation. Created as a family of companies (Dominium Development and Acquisition, LLC / Dominion Management Services, LLC), Dominion utilizes a variety of real estate disciplines through the development and acquisition process. Dominion reports that they presently own 22,000 apartment units. Projects in Minnesota include but is not limited to the following:

- Legends at Silver Lake Village in St. Anthony includes 169 units with 100% affordable. The total development cost was \$28.8 million with completion in May 2015.
- The Cavanagh in Crystal includes 130 units with 100% affordable. The total development cost was \$24.5 million with completion in May 2015.
- The Grainwood in Prior Lake includes 168 units (senior living) with 100% affordable. The total development cost is estimated at \$33.9 million with completion anticipated in 2017.
- River North in Coon Rapids includes 167 units (senior living) with 100% affordable. Total development cost is estimated at \$31.0 million with completion anticipated in 2017.

Dominium has the capacity to successfully undertake and finance the Project in Spring Lake Park.

Tax Increment Assistance

Due to the extraordinary costs associated with acquisition and development of the Project, the Developer is seeking tax increment financing in the form of a pay-go \$3,270,000 Tax Increment Financing (TIF) Note. This memorandum provides a review of the need for the requested assistance based on Northland's analysis of the Developer's sources and uses of funds and operating pro forma for the Project.

Northland conducted a review of the Developer's project estimates to ensure all anticipated sources and uses for the Project were properly included. Exhibit A provides information on the sources and uses of funds for the Project. Based on our review of the pro forma and under current market conditions, we find that the Project may not reasonably be expected to occur solely through private investment within the reasonably near future. Due to the costs associated with acquisition of the property and construction of the affordable housing units, the Project is feasible only through assistance, in part, from tax increment financing.

Source of Tax Increment Financing (TIF) Revenue

The source of TIF revenue for the Project is proposed to come from the proposed establishment of Tax Increment Financing District No. 6-1 (the "TIF District"), a housing district. The City Council will consider establishment of the TIF District following a public hearing on November 21, 2016. The City will consider approval of a development assistance agreement with the Developer at a future meeting date.

The proposed Plan for the TIF District retains 100% of the increased local property taxes (the tax increment) from property within the TIF District to pay for project costs. The Plan for the TIF District provides that the City retain 5% of the tax increment to reimburse the City for the cost of administering the TIF District. The remaining 95% of the tax increment will be available for payment on the TIF Note.

Exhibit B provides a summary of the projected annual tax increment cash flow from the Project within the TIF District. The Plan for the TIF District elects the first year of tax increment collection to be no earlier than year 2020 in order to maximize the amount of tax increment available over the duration of the TIF District (to avoid the receipt of tax increment in an earlier year based on partial valuation increase). The maximum term of the TIF District is set to be 20 years of tax increment collection, with an estimated decertification date of December 31, 2039.

Review of Need for Developer Assistance

Based on our review of the operating pro forma for the Project and under current market conditions, we find that the Project may not reasonably be expected to occur solely through private investment within the reasonably near future. Facts supporting this finding are as follows:

- As shown in Exhibit A, the Developer proposes the Project to be funded from a combination of debt and (investor) equity. As shown in Exhibit C, the estimated present value of the tax increment financing assistance from the City reduces the effective cost of the Project by an estimated \$3.27 million. The tax increment financing is needed to assist with the costs of construction of the affordable housing, increasing the Project's annual income to provide a sufficient return on equity.
 - The total cost for the Project is estimated to be approximately \$44.8 million or \$230,846 per unit for 194 units. Based on Northland's experience with similar projects and given the location of the Project, we would expect total development costs to range between \$185,000 and \$230,000 per unit. While the total per unit project cost is slightly greater than this range, the estimated project
-

cost is reasonable. The costs can be attributed to unsuitable soils and rising construction costs in the market.

- The Project includes an equity contribution (investor tax credits) of 40.3%. In addition to the investor equity contribution, the Developer will defer collection of development and construction management fees to provide additional funding for the Project. The Project includes a development fee in the amount of \$3,998,651, which is 8.9% of the total project costs. The Developer will defer the collection of the development fee and a portion of the construction management fee, for a combined deferral of development and construction management fees of \$4,243,810. The deferred fees will be paid via cash flow from the Project. The Developer is not guaranteed reimbursement of the fees. The deferral of the fees provides additional equity contribution to the Project. For a project of this nature, we would expect to see the development fee at no more than 5% of total project costs. Because the risk the Developer will assume for the potential reimbursement of the deferred fees, the 8.9% of total project costs for the development fee is reasonable.
 - The estimated average monthly rent for units is \$1,052 per month. The Project is estimated to include 4 stories, with 66 one-bedroom units, 88 two-bedroom units, and 40 three-bedroom units for a total of 194 units. Monthly average rents will range from \$901 for a one-bedroom unit to \$1,244 for a three-bedroom unit. All 194 units will be affordable at 60% of the average median income (estimated to be \$51,480). The income assumption for the Project is approximately \$2.60 million in the first year of stabilized occupancy, before adjusting for apartment vacancy estimated at 5%.
 - The total expenses, operating and non-operating, are projected at approximately \$2,741 per unit. The projected operating costs for the Project are within industry standards.
 - Proposed contribution to replacement reserves are projected at \$48,500 annually. This is within industry standards.
 - As shown in Exhibit C, the Developer's estimated effective return on equity after Project completion is 8.0% with tax increment financing assistance and 1.84% without assistance. The current estimated average return for the Project is within what we might anticipate for this type of project, which we would expect to be around 10%.
 - The estimated annual cash on cash return (net annual operating income divided by total development project costs) with tax increment financing is estimated to average 4.5% in the first ten years of operations and 3.94% without tax increment assistance. The cash on cash return of 4.5% is reasonable for this type of project.
-

EXHIBIT A

**Spring Lake Park, MN
Spring Lake Senior Apartments
194 Unit Single Residential Apartment Building
Developer Sources and Uses of Funds for Construction**

	Total	% of Total	Per Unit
Sources of Funds			
Mortgage	\$23,460,000	52.4%	\$120,928
TIF Paygo Mortgage	\$3,270,000	7.3%	\$16,856
Equity	\$18,054,054	40.3%	\$93,062
Total Sources of Funds	\$44,784,054	100.0%	\$230,846
Uses of Funds			
Land Acquisition	\$1,055,250	2.36%	\$5,439.43
Construction	\$26,921,593	60.11%	\$138,771
Other Costs and Reserves and Escrows	\$5,397,461	12.05%	\$27,822
Financing Costs	\$912,419	2.04%	\$4,703
Interest During Construction	\$2,865,337	6.40%	\$14,770
Development Fee	\$3,998,651	8.93%	\$20,612
Construction Management Fee	\$2,294,743	5.12%	\$11,829
Contingency	\$1,338,600	2.99%	\$6,900
Total Uses of Funds	\$44,784,054	100.00%	\$230,846
Number of Units			194

EXHIBIT B

City of Spring Lake Park
Tax Increment Financing District No. 6-1 (Housing)
Spring Lake Senior Apartments
Projected Tax Increment Cash Flow

TIF District	Value Year	Taxes Payable Year	Taxable Market Value	New Tax Capacity	Base Tax Capacity	Captured Tax Capacity	Estimated Original Tax Rate	Estimated Total Tax Increment	Less State Fee	Estimated Total Tax After State Fee	Less City Admin	Net Available Tax Increment	Present Value of Net Available Tax Increment Rate =
								100.00%	0.36%		5.00%	95.00%	4.75%
1	2019	2020	28,692,600	183,282	(6,788)	176,494	142.983%	252,356	(908)	251,448	(12,618)	238,830	229,683
2	2020	2021	29,266,452	184,716	(6,788)	177,929	142.983%	254,408	(916)	253,492	(12,675)	240,818	450,656
3	2021	2022	29,851,781	186,179	(6,788)	179,392	142.983%	256,500	(923)	255,577	(12,779)	242,798	663,230
4	2022	2023	30,448,817	187,672	(6,788)	180,885	142.983%	258,634	(931)	257,703	(12,885)	244,818	867,742
5	2023	2024	31,057,793	189,194	(6,788)	182,407	142.983%	260,811	(939)	259,872	(12,994)	246,878	1,064,518
6	2024	2025	31,678,949	190,747	(6,788)	183,960	142.983%	263,031	(947)	262,084	(13,104)	248,980	1,253,868
7	2025	2026	32,312,528	192,331	(6,788)	185,544	142.983%	265,296	(955)	264,341	(13,217)	251,124	1,436,090
8	2026	2027	32,958,778	193,947	(6,788)	187,159	142.983%	267,606	(963)	266,643	(13,332)	253,310	1,611,469
9	2027	2028	33,617,954	195,595	(6,788)	188,807	142.983%	269,962	(972)	268,990	(13,450)	255,541	1,780,279
10	2028	2029	34,290,313	197,276	(6,788)	190,488	142.983%	272,366	(981)	271,385	(13,569)	257,816	1,942,782
11	2029	2030	34,976,119	198,990	(6,788)	192,203	142.983%	274,817	(989)	273,828	(13,691)	260,136	2,099,227
12	2030	2031	35,675,642	200,739	(6,788)	193,952	142.983%	277,318	(998)	276,320	(13,816)	262,504	2,249,856
13	2031	2032	36,389,155	202,523	(6,788)	195,735	142.983%	279,868	(1,008)	278,860	(13,943)	264,917	2,394,899
14	2032	2033	37,116,938	204,342	(6,788)	197,555	142.983%	282,470	(1,017)	281,453	(14,073)	267,380	2,534,577
15	2033	2034	37,859,276	206,198	(6,788)	199,411	142.983%	285,123	(1,026)	284,097	(14,205)	269,892	2,669,101
16	2034	2035	38,616,462	208,091	(6,788)	201,304	142.983%	287,830	(1,036)	286,794	(14,340)	272,454	2,798,675
17	2035	2036	39,388,791	210,022	(6,788)	203,234	142.983%	290,591	(1,046)	289,545	(14,477)	275,068	2,923,492
18	2036	2037	40,176,567	211,991	(6,788)	205,204	142.983%	293,407	(1,056)	292,351	(14,618)	277,733	3,043,739
19	2037	2038	40,980,098	214,000	(6,788)	207,213	142.983%	296,279	(1,067)	295,212	(14,761)	280,452	3,159,595
20	2038	2039	41,799,700	216,049	(6,788)	209,262	142.983%	299,209	(1,077)	298,132	(14,907)	283,225	3,271,230
TOTAL =								5,487,882	(19,756)	5,468,126	(273,452)	5,194,674	

Key Assumptions

- Estimated annual change in market value = 2.00%
- Tax year for estimated original tax rate = 2016
- Base Taxable Market Value = \$905,000
- Assumption for New Taxable Market Value : 194 units at \$145,000 per unit
- Fiscal disparities paid from district = No
- Delay first year of TIF collection = Yes (first year of TIF elected to be Pay 2020)
- Present value is based on semi-annual payments.
- Estimated maximum par amount of project costs to be reimbursed = \$3,271,230
- Estimated interest to be paid on TIF note = \$1,923,444 Interest rate on TIF note = 4.75%
- Classification rate Residential Low Income 4(d) - first \$115,000 at 0.75% and above at 0.25%.
- City retains the authority in the TIF Plan to retain up to 10% of the tax increment to pay for administrative costs.

EXHIBIT C

Spring Lake Park, MN
Spring Lake Senior Apartments
194 Unit Single Residential Apartment Building
Estimated Effective Return on Equity With and Without Tax Increment Financing (TIF) Assistance ²

Scenarios	A	B
	Without TIF - As Estimated by Developer	With TIF - As Estimated by Developer
Effective Annual Gross Income before TIF	\$77,884	\$77,884
Estimated First Year of TIF after Project Completion ¹		\$238,830
Effective Annual Gross Income After TIF	\$77,884	\$316,713
Total Deferred Development and Construction Mangement Fee	\$4,243,810	\$4,243,810
Net Present Value (NPV) of TIF at 4.75% ¹		\$3,270,000
Total Costs Less NPV of TIF	\$4,243,810	\$973,810
Effective Return	1.84%	8.0%

Notes:

1/ This amount represents the estimated present value of payments from City to the Developer to reimburse cost of constructing affordable housing units, discounted at the Developer's cost of capital. The Development Assistance Agreement will define the costs to be reimbursed and terms of payment. Total estimated payments to the Developer is \$5,194,000. This includes principal and interest payments on a TIF Note (par amount \$3,270,000). The TIF Note will be payable semi-annual with 4.75% interest pursuant to terms in the Development Assistance Agreement. The TIF Note is payable from tax increment only and is not a general obligation of the City. The TIF Note shall terminate on 2/1/2040 or when principal is repaid, whichever occurs first. Payment on the TIF Note shall be based on the actual tax increment revenue collected and will vary from the estimated included here.

2/ All figures are estimated.

DRAFT

CITY OF SPRING LAKE PARK, MINNESOTA

DEVELOPMENT PROGRAM FOR

MUNICIPAL DEVELOPMENT DISTRICT NO. 6 AND

TAX INCREMENT FINANCING PLAN FOR

TAX INCREMENT FINANCING (HOUSING)

DISTRICT NO. 6-1

(SPRING LAKE SENIOR APARTMENTS)

PUBLIC HEARING DATE: NOVEMBER 21, 2016

PLAN APPROVED DATE: _____, 2016

PLAN CERTIFICATION REQUEST DATE: _____, 2016

PLAN CERTIFIED DATE: _____, 2016



Northland Securities, Inc.
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(800) 851-2920
Member NASD and SIPC

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ARTICLE I – INTRODUCTION AND DEFINITIONS

SECTION 1.01 INTRODUCTION

The City of Spring Lake Park proposes to provide tax increment financing assistance to Spring Lake Park Leased Housing Associates I, LLP, for public costs related to the construction of an approximate 210 unit affordable housing development to be known as Spring Lake Senior Apartments, located in Spring Lake Park. This document contains the plan for achieving the objectives of the Development Program for Municipal Development District No. 6 through the establishment of Tax Increment Financing District No. 6-1.

SECTION 1.02 DEFINITIONS

For the purposes of this document, the terms below have the meanings given in this section, unless the context in which they are used indicates a different meaning:

1. “City” means the City of Spring Lake Park, Minnesota.
2. “City Council” means the City Council of the City.
3. “County” means Anoka County, Minnesota.
4. “Developer” means the private party undertaking construction in the TIF District, anticipated to be Spring Lake Park Leased Housing Associates I, LLLP.
5. “Development District” means Development District No. 6 in the City, created and established pursuant to and in accordance with the Development District Act.
6. “Development District Act” means Minnesota Statutes, Sections 469.124 through 469.133, as amended and supplemented from time to time.
7. “Development Program” means the Development Program for the Development District, as amended and supplemented from time to time.
8. “Project Area” means the geographic area of the Development District.
9. “Project Costs” means the cost of the development activities that will or are expected to occur within the Project Area or TIF District.
10. “School District” means Spring Lake Park School District (ISD #16).
11. “State” means the State of Minnesota.
12. “TIF Act” means Minnesota Statutes, Sections 469.174 through 469.1794, as amended, both inclusive.
13. “TIF District” means Tax Increment Financing (Housing) District No. 6-1 (Spring Lake Senior Apartments).
14. “TIF Plan” means the tax increment financing plan for the TIF District (this document).

SECTION 1.03 PLAN PREPARATION

The document was prepared for the City by Northland Securities, Inc.

ARTICLE II - DEVELOPMENT PROGRAM

SECTION 2.01 OVERVIEW

The City establishes the Development District and the related Development Program as a tool to achieve the objectives described in Section 2.02. The Development District serves as the Project Area for the tax increment financing districts established within its boundaries. The Development Program describes the City's objectives for the development of this area and the use of tax increment financing.

SECTION 2.02 STATEMENT OF OBJECTIVES

The establishment of the Development District in the City pursuant to the Development District Act is necessary and in the best interests of the City and its residents to give the City the ability to meet certain public purpose objectives that would not be obtainable in the foreseeable future without intervention by the City in the normal development process.

The "Statement of Objectives" for the Development Program provides the City with the ability to achieve certain public purpose goals not otherwise obtainable in the foreseeable future without City intervention in the normal development process. The public purpose goals include: restore and improve the tax base and tax revenue generating capacity of the Development District; increase employment and housing opportunities; realize comprehensive planning goals; remove blighted conditions; revitalize the property within the Development District to create an attractive, comfortable, convenient, and efficient area for industrial, commercial and related use. The City seeks to achieve the following Development District program objectives:

1. Promote and secure the prompt development of certain property in the Development District, which property is not now in productive use or in its highest and best use, in a manner consistent with the City's Comprehensive Plan and with the minimum adverse impact on the environment, and thereby promote and secure the development of other land in the City.
2. Promote and secure additional employment and housing opportunities within the Development District and the City for residents of the City and the surrounding area, thereby improving living standards, reducing unemployment and the loss of skilled and unskilled labor and other human resources in the City.
3. Secure the increase of commercial/industrial property subject to taxation by the City, School, County and other taxing jurisdictions in order to better enable such entities to pay for governmental services and programs required to be provided by them.
4. Provide for the financing and construction of public improvements in the Development District necessary for the orderly and beneficial development of the Development District and adjacent areas of the City.
5. Promote the concentration of commercial, office, housing, and other appropriate development in the Development District so as to maintain the area in a manner compatible with its accessibility and prominence in the City.
6. Encourage local business expansion, improvement, and development, whenever possible.
7. Create a desirable and unique character within the Development District thorough quality land use alternatives and design quality in new and remodeled buildings.
8. Encourage and provide maximum opportunity for private redevelopment of existing areas and structures that are compatible with the Development Program.
9. Encourage redevelopment of substandard buildings, to improve employment opportunities

in the Development District and the City, where compatible with other planning and development goals.

SECTION 2.03 BOUNDARIES OF DEVELOPMENT DISTRICT

The boundaries of the Development District are depicted in Exhibit V. The boundaries of the Development District are contiguous with the boundaries of the TIF District and includes the following parcels and the adjacent roads and right-of-way:

01-30-24-22-0037

01-30-24-22-0036

01-30-24-22-0038

01-30-24-22-0039

01-30-24-22-0040

01-30-24-22-0041

01-30-24-22-0027

01-30-24-22-0127

01-30-24-22-0028

01-30-24-22-0029

01-30-24-22-0030

01-30-24-22-0031

01-30-24-22-0032

01-30-24-22-0033

01-30-24-22-0034

01-30-24-22-0035

SECTION 2.04 DEVELOPMENT ACTIVITIES

The proposed development activities within the Development District are consistent with the goals, objectives, and plans expressed by the Development Program. The proposed development activities within the Development District include the construction of an approximate 210 unit affordable housing development to be known as Spring Lake Senior Apartments.

SECTION 2.05 PAYMENT OF PROJECT COSTS

Project Costs and the plan for their payment will be described in the tax increment financing plans. It is anticipated that the Project Costs of the Development Program will be paid primarily from Tax Increments. The City reserves the right to utilize other available sources of revenue, including but not limited to special assessments and user charges, which the City may apply to pay a portion of the Project Costs.

SECTION 2.06 ENVIRONMENTAL CONTROLS; LAND USE REGULATIONS

All municipal actions, public improvements and private development shall be carried out in a manner consistent with existing environmental controls and all applicable Land Use Regulations.

SECTION 2.07 PARK AND OPEN SPACE TO BE CREATED

Park and open space within the Development District if created will be created in accordance with the City's Comprehensive Plan and zoning and subdivision ordinances.

SECTION 2.08 PROPOSED REUSE OF PROPERTY

The Development Program does not contemplate that the City will acquire property and reconvey the same to another entity. Should the Development Program be further amended to authorize land acquisition, the City Council will require the execution of a binding development agreement with respect thereto and evidence that Tax Increments or other funds will be available to repay the Project Costs associated with the proposed acquisition. It is the intent of the City to negotiate the acquisition of property whenever possible. Appropriate restrictions regarding the reuse and redevelopment of property shall be incorporated into any Development Agreement to which the City is a party.

SECTION 2.09 ADMINISTRATION AND MAINTENANCE OF DEVELOPMENT DISTRICT

Maintenance and operation of the Development District will be the responsibility of the City Administrator who shall serve as administrator of the Development District. Each year the administrator will submit to the Council the maintenance and operation budget for the following year.

The administrator will administer the Development District pursuant to the provisions of Section 469.131 of the Development District Act; provided, however, that such powers may only be exercised at the direction of the City Council. No action taken by the administrator pursuant to the above-mentioned powers shall be effective without authorization by the City Council.

SECTION 2.10 AMENDMENTS

The City reserves the right to alter and amend the Development Program, subject to the provisions of state law regulating such action. The City specifically reserves the right to enlarge or reduce the size of the Development District, the Development Program and the Project Costs of the Development.

ARTICLE III - TAX INCREMENT FINANCING PLAN

SECTION 3.01 STATUTORY AUTHORITY

The TIF District and the TIF Plan are established under the authority of the TIF Act.

SECTION 3.02 PLANNED DEVELOPMENT

3.02.1 Project Description

The Developer proposes to build an approximate 194 unit affordable housing development to be known as Spring Lake Senior Apartments. The building will include approximately 66 one-bedroom, 88 two-bedroom, and 40 three-bedroom units. The expected completion date is September 2018. The property where the housing will be built currently is occupied by a miniature golf facility and residential housing.

3.02.2 City Plans and Development Program

In addition to achieving the objectives of the Development Program, the proposed development is consistent with and works to achieve the development objectives of the City. The TIF Plan for the TIF District conforms to the general plan for development or redevelopment of the City as a whole.

3.02.3 Land Acquisition

The City does not intend to acquire any property within the TIF District.

3.02.4 Development Activities

As of the date of approval of this TIF Plan, there are no development activities proposed in this TIF Plan that are subject to contracts. The City has not received any other development proposals for the parcels within the TIF District and does not expect to in the near future, besides the Developer's proposal.

3.02.5 Need for Tax Increment Financing

In various materials, including the Developer's pro forma, the Developer has demonstrated that the proposed use of tax increment financing is needed to offset the high construction costs of high-quality low- to moderate-income senior housing and associated infrastructure required to support the facility. Without the proposed assistance, these initial up-front costs would make it infeasible for the Developer to be able to charge the affordable rents required for low-to moderate-income seniors. Thus, it is the City's opinion that the proposed development would not reasonably be expected to occur solely through private investment within the foreseeable future and that the increased market value of the site that could reasonably be expected to occur without the use of tax increment financing would be less than the increase in the market value estimated to result from the proposed development after subtracting the present value of the projected tax increments for the maximum duration of the TIF District permitted by the TIF Plan.

A comparative analysis of estimated market values both with and without establishment of the TIF District and the use of tax increments has been performed as described above and is shown in Exhibit I. This analysis indicates that the increase in estimated market value of the proposed development (less the present value of the projected tax increments for the maximum duration permitted by the TIF Plan) exceeds the estimated market value of the site prior to the establishment of the TIF District.

SECTION 3.03 TAX INCREMENT FINANCING DISTRICT

3.03.1 Designation

This TIF District is designated Tax Increment Financing (Housing) District No. 6-1 (Spring Lake Senior Apartments) .

3.03.2 Boundaries of TIF District

The boundaries of the TIF District are within the Development District and are depicted in Exhibit V. The boundaries of the TIF District includes the following parcels and the adjacent roads and right-of-way:

01-30-24-22-0037

01-30-24-22-0036

01-30-24-22-0038

01-30-24-22-0039

01-30-24-22-0040

01-30-24-22-0041

01-30-24-22-0027

01-30-24-22-0127

01-30-24-22-0028

01-30-24-22-0029

01-30-24-22-0030

01-30-24-22-0031

01-30-24-22-0032

01-30-24-22-0033

01-30-24-22-0034

01-30-24-22-0035

3.03.3 Type of District

The TIF District is designated as a “housing” district pursuant to Section 469.174, Subd. 11 of the TIF Act. In the Development Agreement, the Developer will commit to:

1. Satisfy the income requirements for a qualified residential rental project as defined in section 142(d) of the Internal Revenue Code. This requirement applies for the duration of the TIF District. The Fiscal Year 2016 Area Median Income for the County is \$85,800. The Developer will commit to provide (a) 20% or more of units for occupancy by persons at 50% or less of area median gross income (estimated at \$42,900) or (b) (a) 40% or more of units for occupancy by persons at 60% or less of area median gross income (estimated at \$51,480). These income thresholds may change over the life of the TIF District.
2. No more than 20% of the square footage of buildings that receive assistance from tax increments will consist of commercial, retail, or other nonresidential uses. Revenue derived from tax increment from a housing district must be used solely to finance the cost of housing projects as defined in Section 469.174, subdivision 11 of the TIF Act. The cost of public improvements directly related to the housing projects and the allocated administrative expenses of the City may be included in the cost of a housing project.
3. Failure to comply with these income limitations is subject to Section 469.1771 of the TIF Act.

SECTION 3.04 PLAN FOR USE OF TAX INCREMENT**3.04.1** *Estimated Tax Increment*

The original net tax capacity of value of the TIF District will be set by the County upon request for certification by the City. For the purposes of this Plan, the estimated original net tax capacity is \$6,788. This amount is estimated based on the most recent published estimated market value of \$905,000 for the parcels within the TIF District, see Section 3.03.2; with tax capacity value calculated for residential low income property.

The total tax capacity value of the property after development completion (for taxes payable in 2020) is estimated to be \$183,282. This amount is based on a total estimated market value of \$28,692,600 with property classified as residential low-income property. The estimated difference between the total tax capacity value after development completion (for taxes payable in 2020) and the original net tax capacity value is the captured tax capacity value for the creation of tax increment. See Exhibit II for estimated captured tax capacity by year for the duration of the TIF District.

The total local tax rate for taxes payable in 2016 is 142.983%. The TIF Plan assumes that this rate will be set as the original local tax rate for the TIF District for purpose of estimating tax increments. At the time of the certification of the original net tax capacity for the TIF District, the county auditor shall certify the original local tax rate that applies to the TIF District. The original local tax rate is the sum of all the local tax rates, excluding that portion of the school rate attributable to the general education levy under Minnesota Statutes section 126C.13, that apply to a property in the TIF District. The local tax rate to be certified is the rate in effect for the same taxes payable year applicable to the tax capacity values certified as the TIF District's original tax capacity. The resulting tax capacity rate is the original local tax rate for the life of the TIF District.

Under these assumptions, the estimated annual tax increment after development completion is \$252,356. The actual tax increment will vary according to the certified original tax capacity value and original tax rate, the actual property value produced by the proposed development and the changes in property value and State tax policy over the life of the district.

It is the City's intent to retain 100% of the Captured Tax Capacity Value for the duration of the TIF district. Exhibit II contains the projected tax increment over the life of the District.

3.04.2 *Project Costs*

The City will use tax increment to pay Project Costs. The City anticipates the use of tax increment to pay administrative expenses for the TIF District and to reimburse the Developer on a pay-go basis for a portion of the cost for construction of affordable housing. A development assistance contract with the Developer will define the means for verifying Developer costs eligible for reimbursement and the means of disbursing tax increments collected by the City to the Developer.

The City may also use tax increments to pay financing costs. The interest rate payable on bonds (i.e., tax increment financing note) to be issued will be set pursuant to a Development Agreement with the Developer.

The City reserves the right to use any other legally available revenues to finance or pay for Project Costs associated with the development in the TIF District.

The City reserves the authority to modify the TIF Plan to provide authority to expend tax increment from the TIF District on other housing projects that meet the criteria for establishing a housing TIF district. The statutes governing the use of TIF define a housing district consisting of a project, or a portion of a project, intended for occupancy, in part, by persons or families of low and moderate income (Minnesota Statutes, Section 469.174, Subd. 11). The requirements for the establishment of a housing TIF district are contained in Minnesota Statutes, Section 469.1761. The primary criteria are income related. The criteria are different for owned and

rental housing.

The practical application of this authority for the City includes:

- The use of tax increment is not limited by pooling restrictions or the five-year rule.
- The tax increment can be spent on activities outside of the TIF district, but within the Development District.
- This authority does not extend the maximum statutory duration of the TIF district.
- The tax increment must be used solely to finance the cost of the “housing project” as defined by the TIF Act. The cost of public improvements directly related to the housing project and the allocated administrative expenses of the city may be included in the cost of a housing project.
- No more than 20% of the square footage of buildings that receive TIF assistance may consist of commercial, retail, or other nonresidential uses.

Potential applications of this authority include:

- Individual housing projects avoiding the need for a new TIF district.
- Supplementing the revenues of another housing TIF district.
- Assistance for the renovation of existing housing.
- Acquisition of land for housing.
- Assistance to make public improvements more affordable.

3.04.3 Estimated Sources and Uses of Funds

The estimated sources of revenue, along with the estimated Project Costs of the TIF District, are itemized in Figure 3-1 that follows. Such costs are eligible for reimbursement from tax increments, and other listed sources of revenue from the TIF District.

FIGURE 3-1
ESTIMATED SOURCES AND USES OF FUNDS

	Total
Estimated Tax Increment Revenues (from tax increment generated by the district)	
Tax increment revenues distributed from the county	\$5,468,126
Interest and investment earnings	\$20,000
Sales/lease proceeds	\$0
Market value homestead credit	\$0
Total Estimated Tax Increment Revenues	\$5,488,126
Estimated Project/Financing Costs (to be paid or financed with tax increment)	
Project costs	
Land/building acquisition	\$0
Site improvements/preparation costs	\$0
Utilities	\$0
Other qualifying improvements	\$0
Construction of affordable housing	\$3,270,000
Small city authorized costs, if not already included above	\$0
Administrative costs*	\$294,682
Estimated Tax Increment Project Costs	\$3,564,682
Estimated financing costs	
Interest expense	\$1,923,444
Total Estimated Project/Financing Costs to be Paid from Tax Increment	\$5,488,126
Estimated Financing	
Total amount of bonds to be issued	\$3,564,682

* The City reserves the authority to use up to 10% of the tax increment revenues distributed from the County to pay for administrative costs. At this time, the estimated tax increment project costs for administrative costs is estimated to be less than 10%.

The City reserves the right to administratively adjust the amount of any of the Project Cost items listed in Figure 3-1, so long as the total estimated tax increment project costs amount, not including financing costs, is not increased.

3.04.4 Administrative Expense

The City reserves the authority to use up to ten percent (10%) of annual tax increment revenues to pay administrative costs, in addition to required fees paid to the State and County. Section 3.03.3, Figure 3-1, provides the estimated amount of tax increment the City plans to use to pay City administration costs. The City will use these monies to pay for and reimburse the City for costs of administering the TIF district allowed by the TIF Act. Anticipated administrative expenses of the TIF District include an annual audit of the fund for the TIF District, preparation of annual reporting, legal publication of an annual report, and administration of the development agreement.

3.04.5 County Road Costs

The proposed development will not substantially increase the use of county roads and necessitate the need to use tax increments to pay for county road improvements.

3.04.6 Bonded Indebtedness

The total amount of bonds estimated to be issued is included in Figure 3-1 in Section 3.03.3. The City does not anticipate the issuance of any general obligation bonded indebtedness as a result of the TIF Plan.

The City intends to use tax increment financing to reimburse the developer on pay-as-you-go basis for Project Costs.

The City may loan or advance money from its general fund or any other fund it has legal authority to use to finance qualifying TIF expenditures, such as costs of administering the TIF District. An interfund loan or advance is defined in the TIF Act as a bond or a qualifying obligation. Before money is transferred, advanced, or spent, the loan or advance shall be authorized by resolution of the City. For the loan or advance to be repaid with TIF revenues, an interfund loan agreement must be in place before any loans or advances are made. The terms and conditions for repayment of the loan must be in writing and include, at minimum, (i) the principal amount of the loan or advance, (ii) the interest rate to be charged, and (iii) its maximum term. The maximum rate of interest that can be charged is limited to the annual rate charged by the State Courts or by the Department of Revenue, whichever is greater.

3.04.7 Duration of TIF District

The City sets the duration to collect and spend tax increments at the maximum duration allowed pursuant to the TIF Act. The TIF Act allows tax increments to be collected from the TIF District for a period not to exceed 25 years from the date of receipt of the first tax increment. Pursuant to MN Statutes, Section 469.175 subdivision 1(b), the City elects to delay receipt of first increment until 2020.

3.04.8 Estimated Impact on Other Taxing Jurisdictions

Exhibit III and IV shows the estimated impact on other taxing jurisdictions if the maximum projected retained captured net tax capacity of the TIF District was hypothetically available to the other taxing jurisdictions. The City believes that there will be no adverse impact on other taxing jurisdictions during the life of the TIF District, since the proposed development would not have occurred without the establishment of the TIF District and the provision of public assistance. A positive impact on other taxing jurisdictions will occur when the TIF District is decertified and the development therein becomes part of the general tax base.

The City anticipates minimal impact of the proposed development on city-provided services. There will be no borrowing costs to the City for the project. A manageable increase in water and sewer usage is expected. It is anticipated that there may be a slight but manageable increase in police and fire protection duties due to the development.

3.04.9 Prior Planned Improvements

There have been no building permits issued in the last 18 months in conjunction with any of the properties within the TIF District. The City will include this statement with the request for certification to the County Auditor. If building permits had been issued during this time period, then the County Auditor would increase the original net tax capacity of the TIF District by the net tax capacity of each improvement for which a building permit was issued.

ARTICLE IV – ADMINISTERING THE TIF DISTRICT

SECTION 4.01 FILING AND CERTIFICATION

The filing and certification of the TIF Plan consists of the following steps:

1. Upon adoption of the TIF Plan, the City shall submit a copy of the TIF Plan to the Minnesota Department of Revenue and the Office of the State Auditor.
2. The City shall request that the County Auditor certify the original net tax capacity and net tax capacity rate of the TIF District. To assist the County Auditor in this process, the City shall submit copies of the TIF Plan, the resolution establishing the TIF District and adopting the TIF Plan, and a listing of any prior planned improvements.
3. The City shall send the County Assessor any assessment agreement establishing the minimum market value of land and improvements in the TIF District, and shall request that the County Assessor review and certify this assessment agreement as reasonable.

SECTION 4.02 MODIFICATIONS OF THE TAX INCREMENT FINANCING PLAN

The City reserves the right to modify the TIF District and the TIF Plan. Under current State Law, the following actions can only be approved after satisfying all the necessary requirements for approval of the original TIF Plan (including notifications and public hearing):

- Reduction or enlargement in the geographic area of the Development District or the TIF District.
- Increase in the amount of bonded indebtedness to be incurred.
- Increase in the amount of capitalized interest.
- Increase in that portion of the captured net tax capacity to be retained by the City.
- Increase in the total estimated Project Costs, not including cost of financing.
- Designation of additional property to be acquired by the City.

Other modifications can be made by resolution of the City Council. In addition, the original approval process does not apply if (1) the only modification is elimination of parcels from the TIF District and (2) the current net tax capacity of the parcels eliminated equals or exceeds the net tax capacity of those parcels in the TIF District's original net tax capacity, or the City agrees that the TIF District's original net tax capacity will be reduced by no more than the current net tax capacity of the parcels eliminated.

The City must notify the County Auditor of any modification that reduces or enlarges the geographic area of the TIF District. The geographic area of the TIF District may be reduced but not enlarged after five years following the date of certification.

SECTION 4.03 FOUR YEAR KNOCKDOWN RULE

This Rule requires that if after four years from certification of the TIF District no demolition, rehabilitation, renovation or site improvement, including a qualified improvement of an adjacent street, has commenced on a parcel located within the TIF District, then that parcel shall be excluded from the TIF District and the original net tax capacity shall be adjusted accordingly. Qualified improvements of a street are limited to construction or opening of a new street, relocation of a street, or substantial reconstruction or rebuilding of an existing street. The City must submit to the County Auditor, by February 1 of the fifth year, evidence that the required activity has taken place for each parcel in the TIF District.

If a parcel is excluded from the TIF District and the City or owner of the parcel subsequently commences any of the above activities, the City shall certify to the County Auditor that such activity has commenced and the parcel shall once again be included in the TIF District. The County Auditor shall certify the net tax capacity of the parcel, as most recently certified by the Commissioner of Revenue, and add such amount to the original net tax capacity of the TIF District.

SECTION 4.04 TAX INCREMENT POOLING AND FIVE YEAR RULE

As permitted under Minnesota Statutes, Section 469.1763, subdivision 2(b) and subdivision 3(a) (5), any expenditures of increment from the TIF District to pay the cost of a “housing project” as defined in Minnesota Statutes, Section 469.174, subd. 11 will be treated as an expenditure within the district for the purposes of the “pooling rules” and the “five year rule”. The City does not currently anticipate that tax increments will be spent outside the TIF District (except allowable administrative expenses), but such expenditures are expressly authorized in this TIF Plan.

SECTION 4.05 FINANCIAL REPORTING AND DISCLOSURE REQUIREMENTS

The City will comply with the annual reporting requirements of State Law pursuant to the guidelines of the Office of the State Auditor. Under current law, the City must prepare and submit a report on the TIF district on or before August 1 of each year. The City must also annually publish in a newspaper of general circulation in the City an annual statement for each tax increment financing district.

The reporting and disclosure requirements outlined in this section begin with the year the district was certified, and shall end in the year in which both the district has been decertified and all tax increments have been spent or returned to the county for redistribution. Failure to meet these requirements, as determined by the State Auditors Office, may result in suspension of distribution of tax increment.

SECTION 4.06 BUSINESS SUBSIDY COMPLIANCE

The City is exempt from the business subsidies requirements specified in Minnesota Statutes, Sections 116J.993 to 116J.995 because the intended subsidy for the project specified in this document is anticipated to be 100% for housing assistance.

Exhibit I

Spring Lake Park
Tax Increment Financing District No. 6-1
Present Value Analysis As Required By Statute
Minnesota Statutes 469.175(3)(2)
Spring Lake Senior Apartments

1	Estimated Future Market Value w/ Tax Increment Financing	41,799,700
2	Payable 2016 Market Value	<u>905,000</u>
3	Market Value Increase (1-2)	40,894,700
4	Present Value of Future Tax Increments	<u>3,484,189</u>
5	Market Value Increase Less PV of Tax Increments	37,410,512
6	Estimated Future Market Value w/o Tax Increment Financing	1,344,782 ¹
7	Payable 2016 Market Value	<u>905,000</u>
8	Market Value Increase (6-7)	<u>439,782</u>
9	Increase in MV From TIF	<u><u>36,970,729</u></u> ²

¹ Assume 2.00% annual appreciation over 20 year life of district.

² Statutory compliance achieved if increase in market value from TIF (Line 9) is greater than or equal to zero.

TAX INCREMENT FINANCING DISTRICT NO. 6-1

Exhibit II

City of Spring Lake Park

Tax Increment Financing District No. 6-1 (Housing)

Spring Lake Senior Apartments

Projected Tax Increment Cash Flow

													Present
TIF		Taxes	Taxable	New	Base		Estimated			Estimated			Value of
District	Value	Payable	Market	Tax	Tax	Captured	Original	Estimated	Less	Total Tax	Less	Net	Net Available
Year	Year	Year	Value	Capacity	Capacity	Capacity	Tax	Total Tax	State	Increment	City	Available	Tax Increment
							Rate	Increment	Fee	After State	Admin	Tax Increment	Rate =
								100.00%	0.36%	Fee	5.00%	95.00%	4.75%
1	2019	2020	28,692,600	183,282	(6,788)	176,494	142.983%	252,356	(908)	251,448	(12,618)	238,830	229,683
2	2020	2021	29,266,452	184,716	(6,788)	177,929	142.983%	254,408	(916)	253,492	(12,675)	240,818	450,656
3	2021	2022	29,851,781	186,179	(6,788)	179,392	142.983%	256,500	(923)	255,577	(12,779)	242,798	663,230
4	2022	2023	30,448,817	187,672	(6,788)	180,885	142.983%	258,634	(931)	257,703	(12,885)	244,818	867,742
5	2023	2024	31,057,793	189,194	(6,788)	182,407	142.983%	260,811	(939)	259,872	(12,994)	246,878	1,064,518
6	2024	2025	31,678,949	190,747	(6,788)	183,960	142.983%	263,031	(947)	262,084	(13,104)	248,980	1,253,868
7	2025	2026	32,312,528	192,331	(6,788)	185,544	142.983%	265,296	(955)	264,341	(13,217)	251,124	1,436,090
8	2026	2027	32,958,778	193,947	(6,788)	187,159	142.983%	267,606	(963)	266,643	(13,332)	253,310	1,611,469
9	2027	2028	33,617,954	195,595	(6,788)	188,807	142.983%	269,962	(972)	268,990	(13,450)	255,541	1,780,279
10	2028	2029	34,290,313	197,276	(6,788)	190,488	142.983%	272,366	(981)	271,385	(13,569)	257,816	1,942,782
11	2029	2030	34,976,119	198,990	(6,788)	192,203	142.983%	274,817	(989)	273,828	(13,691)	260,136	2,099,227
12	2030	2031	35,675,642	200,739	(6,788)	193,952	142.983%	277,318	(998)	276,320	(13,816)	262,504	2,249,856
13	2031	2032	36,389,155	202,523	(6,788)	195,735	142.983%	279,868	(1,008)	278,860	(13,943)	264,917	2,394,899
14	2032	2033	37,116,938	204,342	(6,788)	197,555	142.983%	282,470	(1,017)	281,453	(14,073)	267,380	2,534,577
15	2033	2034	37,859,276	206,198	(6,788)	199,411	142.983%	285,123	(1,026)	284,097	(14,205)	269,892	2,669,101
16	2034	2035	38,616,462	208,091	(6,788)	201,304	142.983%	287,830	(1,036)	286,794	(14,340)	272,454	2,798,675
17	2035	2036	39,388,791	210,022	(6,788)	203,234	142.983%	290,591	(1,046)	289,545	(14,477)	275,068	2,923,492
18	2036	2037	40,176,567	211,991	(6,788)	205,204	142.983%	293,407	(1,056)	292,351	(14,618)	277,733	3,043,739
19	2037	2038	40,980,098	214,000	(6,788)	207,213	142.983%	296,279	(1,067)	295,212	(14,761)	280,452	3,159,595
20	2038	2039	41,799,700	216,049	(6,788)	209,262	142.983%	299,209	(1,077)	298,132	(14,907)	283,225	3,271,230
TOTAL =								5,487,882	(19,756)	5,468,126	(273,452)	5,194,674	

Key Assumptions

- Estimated annual change in market value = 2.00%
- Tax year for estimated original tax rate = 2016
- Base Taxable Market Value = \$905,000
- Assumption for New Taxable Market Value = 194 units at \$145,000 per unit
- Fiscal disparities paid from district = No
- Delay first year of TIF collection = Yes (first year of TIF elected to be Pay 2020)
- Present value is based on semi-annual payments.
- Estimated maximum par amount of project costs to be reimbursed = \$3,271,230
- Estimated interest to be paid on TIF note = \$1,923,444 Interest rate on TIF note = 4.75%
- Classification rate Residential Low Income 4(d) - first \$115,000 at 0.75% and above at 0.25%.
- City retains the authority in the TIF Plan to retain up to 10% of the tax increment to pay for administrative costs.

Exhibit III
Spring Lake Park
Tax Increment Financing District No. 6-1
Impact on Other Taxing Jurisdictions
(Taxes Payable 2016)
Spring Lake Senior Apartments

ANNUAL TAX INCREMENT

Estimated Annual Captured Tax Capacity (Full Development)	\$209,262
Payable 2016 Local Tax Rate	142.983%
Estimated Annual Tax Increment	\$299,209

Percent of Tax Base

	Net Tax Capacity (NTC)	Captured Tax Capacity	Percent of Total NTC
City of Spring Lake Park	5,478,035	209,262	3.82%
Anoka County	317,100,654	209,262	0.07%
ISD No. 16	36,688,116	209,262	0.57%

Dollar Impact of Affected Taxing Jurisdictions

	Net Tax Capacity (NTC)	% of Total	Tax Increment Share	Added Local Tax Rate
City of Spring Lake Park	54.703%	38.258%	114,472	2.090%
Anoka County	38.894%	27.202%	81,390	0.026%
ISD No. 16	39.609%	27.702%	82,886	0.226%
Other	9.777%	6.838%	20,460	
Totals	142.983%	100.000%	299,208	

NOTE NO. 1: Assuming that ALL of the captured tax capacity would be available to all taxing jurisdictions even if the City does not create the Tax Increment District, the creation of the District will reduce tax capacities and increase the local tax rate as illustrated in the above tables.

NOTE NO. 2: Assuming that NONE of the captured tax capacity would be available to the taxing jurisdiction if the City did not create the Tax Increment District, then the plan has virtually no initial effect on the tax capacities of the taxing jurisdictions. However, once the District is established, allowable costs paid from the increments, and the District is terminated, all taxing jurisdictions will experience an increase in their tax base.

TAX INCREMENT FINANCING DISTRICT NO. 6-1

Exhibit IV

City of Spring Lake Park

Tax Increment Financing District No. 6-1 (6-1)

Spring Lake Senior Apartments

Estimated Tax Increments Over Maximum Life of District

Based on Pay 2016 Tax Rate = 142.983% 54.703% 38.894% 39.609% 9.777%

TIF District Year	Taxes Payable Year	New Taxable Market Value	New Tax Capacity	Base Tax Capacity	Captured Tax Capacity	Estimated Total Tax Increment	City TIF Related Share	County TIF Related Share	School TIF Related Share	Other TIF Related Share
1	2020	28,692,600	183,282	(6,788)	176,494	252,356	96,548	68,646	69,908	17,254
2	2021	29,266,452	184,716	(6,788)	177,929	254,408	97,332	69,204	70,476	17,396
3	2022	29,851,781	186,179	(6,788)	179,392	256,500	98,133	69,773	71,055	17,539
4	2023	30,448,817	187,672	(6,788)	180,885	258,634	98,949	70,353	71,647	17,685
5	2024	31,057,793	189,194	(6,788)	182,407	260,811	99,782	70,945	72,250	17,834
6	2025	31,678,949	190,747	(6,788)	183,960	263,031	100,632	71,549	72,865	17,985
7	2026	32,312,528	192,331	(6,788)	185,544	265,296	101,498	72,165	73,492	18,141
8	2027	32,958,778	193,947	(6,788)	187,159	267,606	102,382	72,794	74,132	18,298
9	2028	33,617,954	195,595	(6,788)	188,807	269,962	103,283	73,435	74,785	18,459
10	2029	34,290,313	197,276	(6,788)	190,488	272,366	104,203	74,089	75,451	18,623
11	2030	34,976,119	198,990	(6,788)	192,203	274,817	105,141	74,755	76,130	18,791
12	2031	35,675,642	200,739	(6,788)	193,952	277,318	106,097	75,436	76,822	18,963
13	2032	36,389,155	202,523	(6,788)	195,735	279,868	107,073	76,129	77,529	19,137
14	2033	37,116,938	204,342	(6,788)	197,555	282,470	108,068	76,837	78,249	19,316
15	2034	37,859,276	206,198	(6,788)	199,411	285,123	109,084	77,559	78,985	19,495
16	2035	38,616,462	208,091	(6,788)	201,304	287,830	110,119	78,295	79,734	19,682
17	2036	39,388,791	210,022	(6,788)	203,234	290,591	111,175	79,046	80,499	19,871
18	2037	40,176,567	211,991	(6,788)	205,204	293,407	112,253	79,812	81,279	20,063
19	2038	40,980,098	214,000	(6,788)	207,213	296,279	113,352	80,593	82,075	20,259
20	2039	41,799,700	216,049	(6,788)	209,262	299,209	114,472	81,390	82,886	20,461
Total						5,487,882	2,099,576	1,492,805	1,520,249	375,252

EXHIBIT V

Boundaries of Development District No. 6 and Tax Increment Financing District No. 6-1



EXTRACT OF MINUTES OF A MEETING OF THE
CITY COUNCIL OF THE CITY
OF SPRING LAKE PARK, MINNESOTA

HELD: November 21, 2016

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Spring Lake Park, Anoka County, Minnesota, was duly called and held at the City Hall in said City on Monday, the 21st day of November, 2016, at 7:00 o'clock p.m.

The following members were present:

and the following were absent:

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION 2016-33

RESOLUTION ESTABLISHING DEVELOPMENT DISTRICT NO. 6 AND ESTABLISHING TAX INCREMENT FINANCING DISTRICT NO. 6-1 WITHIN THE DEVELOPMENT DISTRICT AND THE ADOPTION OF THE DEVELOPMENT PROGRAM AND TAX INCREMENT FINANCING PLAN RELATING THERETO

WHEREAS:

A. It has been proposed that the City of Spring Lake Park, Minnesota (the "City") establish Development District No. 6 (the "Development District") and approve a Development Program therefor, establish Tax Increment Financing (Housing) District No. 6-1 (the "TIF District") therein and approve and accept the proposed Tax Increment Financing Plan (the "TIF Plan") therefor, pursuant to Minnesota Statutes, Sections 469.124 through 469.133 and Minnesota Statutes, Sections 469.174 through 469.1794, both inclusive, as amended (collectively, the "Act"); and

B. The City Council has investigated the facts and has caused to be prepared a proposed Development Program for the Development District, and has caused to be prepared a proposed TIF Plan for the TIF District; and

C. The City has performed all actions required by law to be performed prior to the establishment of the Development District and TIF District, and the adoption of the proposed Development Program and TIF Plan therefor, including, but not limited to, notification of Anoka County and Spring Lake Park School District (ISD 16) having taxing jurisdiction over the property

to be included in the TIF District and the holding of a public hearing upon published and mailed notice as required by law.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Spring Lake Park as follows:

1. Municipal Development District No. 6. The Development Program for the Development District contained in Article II of the TIF Plan for the TIF District is hereby approved.

2. Tax Increment Financing (Housing) District No. 6-1. The TIF District is hereby established in the City within the Development District, the initial boundaries of which are fixed and determined as described in the TIF Plan for the TIF District.

3. Tax Increment Financing Plan. The TIF Plan is adopted as the tax increment financing plan for the TIF District, and the City Council makes the following findings:

(a) The TIF District is a housing district as defined in Section 469.174, Subdivision 11 of the Act, the specific basis for such determination being that the approximate 194 unit multifamily senior rental housing project to be constructed in the TIF District will provide safe, decent, affordable, sanitary housing for residents of the City, and will be occupied in part by persons or families of low and moderate income, as further described in Section 469.1761 of the Act.

(b) The proposed development, in the opinion of the City Council, would not reasonably be expected to occur solely through private investment within the reasonably foreseeable future. The reasons supporting this finding are that:

(i) The developer, Spring Lake Park Leased Housing Associates, I, LLLP, has represented to the City that private investment will not solely finance these development activities because of prohibitive construction costs relative to rental revenues for low and moderate income housing units. It is necessary to finance these development activities through the use of tax increment financing so that this and other development by private enterprise will occur within the Development District. The developer was asked for and provided background materials and a pro forma document as justification that the developer would not have gone forward with the project contemplated in the TIF Plan without tax increment assistance.

(ii) A comparative analysis of estimated market values both with and without establishment of the TIF District and the use of tax increments has been performed as described above. Such analysis is found in Exhibit I of the TIF Plan, which is hereby incorporated, herein by reference, and indicates that the increase in estimated market value of the proposed development (less the indicated subtractions) exceeds the estimated market value of the

site absent the establishment of the TIF District and the use of tax increments.

- (iii) In the opinion of the City Council, the increased market value of the site that could reasonably be expected to occur without the use of tax increment financing would be less than the increase in the market value estimated to result from the proposed development after subtracting the present value of the projected tax increments for the maximum duration of the TIF District permitted by the TIF Plan. The reasons supporting this finding can be found in Exhibit I of the TIF Plan. It is possible that some development within the TIF District would go forward without assistance, but the unique costs of this effort as described above mean that without assistance, any alternative development would necessarily be carried out at a small scale, and most likely over a longer period of time. It is impossible to predict what an alternative market value would be if no tax increment assistance were provided, but it is certain that the alternative development would produce significantly less value than the comprehensive, high-quality development that is proposed under the TIF Plan.

(d) The TIF Plan for the TIF District conforms to the general plan for development of the City as a whole.

The reasons for supporting this finding are that:

- (i) The TIF District is properly zoned for the development as proposed in the TIF Plan; and
- (ii) The TIF Plan will generally complement and serve to implement policies adopted in the City's comprehensive plan.

(e) The TIF Plan will afford maximum opportunity, consistent with the sound needs of the City as a whole, for the development or redevelopment of the Development District by private enterprise. The project to be assisted by the TIF Plan will add a high-quality development to the City through the increase in the availability of safe and decent life-cycle housing.

4. Public Purpose. The adoption of the Development Program for the Development District, and the adoption of the TIF Plan for the TIF District therein conform in all respects to the requirements of the Act and will help fulfill a need to provide affordable housing choices, to improve the tax base and to improve the general economy of the State and thereby serves a public purpose. A private developer will receive only the assistance needed to make the development financially feasible. Any private benefits received by a developer are incidental and do not outweigh the primary public benefits.

5. Certification and Filing. The City Administrator is authorized and directed to transmit a certified copy of this resolution together with a certified copy of the TIF Plan to the Auditor of Anoka County with a request that the original tax capacity of the property within the TIF District be certified by the County of Anoka pursuant to Section 469.177, Subdivision 1, of the Act, and to file a copy of the Development Program and the TIF Plan with the Minnesota Commissioner of Revenue and State Auditor as required by the Act.

6. Administration. The administration of the Development District and the TIF District is assigned to the City Administrator who shall from time to time be granted such powers and duties pursuant to the Act as the City Council may deem appropriate.

After full discussion thereof, and upon a vote being taken thereof, the following voted in favor thereof:

and the following voted against same:

Adopted this 21st day of November, 2016.

Cindy Hansen, Mayor

ATTEST:

Daniel Buchholtz, Administrator/Clerk-Treasurer

STATE OF MINNESOTA)
) ss.
COUNTY OF ANOKA)

I, the undersigned, being the duly qualified and acting City Clerk of the City of Spring Lake Park, Minnesota, DO HEREBY CERTIFY that I have carefully compared the attached and foregoing extract of minutes with the original minutes of a meeting of the City Council of the City held on the date therein indicated, which are on file and of record in my office, and the same is a full, true and complete transcript therefrom insofar as the same relates to a Resolution establishing Development District No. 6 and adopting the Development Program therefor and establishing Tax Increment Financing (Housing) District No. 6-1 therein, and approving a Tax Increment Financing Plan therefor.

WITNESS my hand as such City Clerk of the City Council of the City of Spring Lake Park, Minnesota this ____ day of November, 2016.

City Clerk

RESOLUTION NO. 16-34

**RESOLUTION CERTIFYING DELINQUENT ACCOUNTS
ANOKA COUNTY**

**Fund No. 85039 - Delinquent Utilities
Fund No. 85040 – Service Charges
Fund No. 85041 – Administrative Fees**

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

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

The foregoing resolution was moved for adoption by Councilmember.

Upon roll call, the following voted aye:

And the following voted nay:

Whereupon the Mayor declared said resolution duly passed and adopted this twenty first day of November 2016.

Cindy Hansen, Mayor

ATTEST:

Daniel Buchholtz, City Administrator

List of Properties to Certify for 2016-17 (Exhibit A)

RAMSEY COUNTY

PIN #	Fund No.85170020
06.30.23.32.0018	401.00
06.30.23.32.0070	349.30
	<hr/>
\$	750.30

ANOKA CO	Fund No. 85039	Fund No. 85040	Fund No. 85041
PIN #	Utility Balance	Mowing/Srvc Fees	Admin Fee
02-30-24-12-0127	291.74		100.00
02-30-24-31-0012	270.60		100.00
02-30-24-44-0105	197.97		100.00
02-30-24-12-0144	510.54	1,100.00	100.00
02-30-24-42-0114	515.30		100.00
02-30-24-44-0012	382.37		100.00
01-30-24-31-0048	361.88		100.00
02-30-24-11-0087	569.34	750.00	100.00
02-30-24-14-0097	420.97		100.00
02-30-24-43-0064	171.31		100.00
01-30-24-42-0004	1,475.62		100.00
02-30-24-42-0073	401.16		100.00
02-30-24-42-0111	390.04		100.00
02-30-24-42-0055	239.48		100.00
01-30-24-23-0100	250.92		100.00
01-30-24-43-0052	300.83		100.00
01-30-24-41-0049	280.96		100.00
02-30-24-24-0020	481.14		100.00
02-30-24-14-0047	280.25		100.00
01-30-24-22-0076	253.11		100.00
02-30-24-42-0065	366.45		100.00
02-30-24-13-0070	307.48		100.00
02-30-24-42-0116	278.37		100.00
02-30-24-44-0121	268.07		100.00
02-30-24-14-0096	280.96		100.00
02-30-24-12-0110	312.72		100.00
02-30-24-24-0029	308.88		100.00
02-30-24-13-0038	159.98		100.00
02-30-24-12-0115	249.44		100.00
02-30-24-41-0023	287.64		100.00
02-30-24-31-0053	409.66		100.00
02-30-24-12-0118	183.50	-	100.00
01-30-24-33-0027	354.48		100.00
02-30-24-11-0109	280.96		100.00
02-30-24-42-0025	435.83		100.00
02-30-24-44-0111	239.48		100.00
01-30-24-11-0100	285.70		100.00
01-30-24-31-0017	485.57		100.00
02-30-24-43-0114	207.94		100.00
01-30-24-41-0013	463.22		100.00
02-30-24-43-0078	265.51		100.00
01-30-24-42-0043	392.22		100.00
02-30-24-41-0060	331.68		100.00
02-30-24-12-0065	325.84		100.00
02-30-24-42-0062	263.59		100.00
02-30-24-13-0036	280.74		100.00
01-30-24-42-0042	368.28		100.00
02-30-24-11-0098	271.73		100.00
01-30-24-41-0020	324.65		100.00
02-30-24-13-0021	625.32		100.00
02-30-24-12-0079	674.53	1,300.00	100.00
01-30-24-43-0191	280.96		100.00
01-30-24-23-0041	296.05		100.00
01-30-24-22-0130	269.53		100.00
01-30-24-14-0001	237.86		100.00
02-30-24-21-0057	252.92		100.00
01-30-24-21-0011	241.21		100.00
02-30-24-43-0056	294.11		100.00
02-30-24-21-0078	236.13		100.00
01-30-24-43-0181	134.87		100.00
02-30-24-43-0076	329.84		100.00
01-30-24-33-0060	630.73		100.00
01-30-24-21-0024		265.00	100.00
01-30-24-43-0193		225.00	100.00
01-30-24-34-0012		135.00	100.00
\$	21,540.16	\$ 3,775.00	\$ 6,500.00

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

I, Daniel 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. 16-34, A Resolution Certifying Delinquent Utility, Service and or Citation Charges and the Administrative Fee, adopted by the Spring Lake Park City Council at their regular meeting on the twenty first day of November, 2016.

(SEAL)

Daniel Buchholtz, Administrator, Clerk/Treasurer

Dated:

RESOLUTION NO. 16-35

**RESOLUTION CERTIFYING DELINQUENT ACCOUNTS
RAMSEY COUNTY**

Fund No. 85170020 - Delinquent Utilities & Administrative Fee

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

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

The foregoing resolution was moved for adoption by Councilmember.

Upon roll call, the following voted aye:

And the following voted nay:

Whereupon the Mayor declared said resolution duly passed and adopted this twenty first day of November 2016.

Cindy Hansen, Mayor

ATTEST:

Daniel Buchholtz, City Administrator

List of Properties to Certify for 2016-17 (Exhibit A)

RAMSEY COUNTY

PIN #	Fund No.85170020
06.30.23.32.0018	401.00
06.30.23.32.0070	349.30
	<hr/>
\$	750.30

ANOKA CO	Fund No. 85039	Fund No. 85040	Fund No. 85041
PIN #	Utility Balance	Mowing/Srvc Fees	Admin Fee
02-30-24-12-0127	291.74		100.00
02-30-24-31-0012	270.60		100.00
02-30-24-44-0105	197.97		100.00
02-30-24-12-0144	510.54	1,100.00	100.00
02-30-24-42-0114	515.30		100.00
02-30-24-44-0012	382.37		100.00
01-30-24-31-0048	361.88		100.00
02-30-24-11-0087	569.34	750.00	100.00
02-30-24-14-0097	420.97		100.00
02-30-24-43-0064	171.31		100.00
01-30-24-42-0004	1,475.62		100.00
02-30-24-42-0073	401.16		100.00
02-30-24-42-0111	390.04		100.00
02-30-24-42-0055	239.48		100.00
01-30-24-23-0100	250.92		100.00
01-30-24-43-0052	300.83		100.00
01-30-24-41-0049	280.96		100.00
02-30-24-24-0020	481.14		100.00
02-30-24-14-0047	280.25		100.00
01-30-24-22-0076	253.11		100.00
02-30-24-42-0065	366.45		100.00
02-30-24-13-0070	307.48		100.00
02-30-24-42-0116	278.37		100.00
02-30-24-44-0121	268.07		100.00
02-30-24-14-0096	280.96		100.00
02-30-24-12-0110	312.72		100.00
02-30-24-24-0029	308.88		100.00
02-30-24-13-0038	159.98		100.00
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02-30-24-41-0023	287.64		100.00
02-30-24-31-0053	409.66		100.00
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02-30-24-21-0078	236.13		100.00
01-30-24-43-0181	134.87		100.00
02-30-24-43-0076	329.84		100.00
01-30-24-33-0060	630.73		100.00
01-30-24-21-0024		265.00	100.00
01-30-24-43-0193		225.00	100.00
01-30-24-34-0012		135.00	100.00
\$	21,540.16	\$ 3,775.00	\$ 6,500.00

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

I, Daniel 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. 16-35, A Resolution Certifying Delinquent Utility, Service and or Citation Charges and the Administrative Fee, adopted by the Spring Lake Park City Council at their regular meeting on the twenty first day of November, 2016.

(SEAL)

Daniel Buchholtz, Administrator, Clerk/Treasurer

Dated:

RESOLUTION NO. 16-36

A RESOLUTION ESTABLISHING WATER, SEWER AND WATER TREATMENT PLANT RATES

WHEREAS, a recent study of the water and sewer rates concludes that the current user rates in effect will not produce sufficient revenue to operate the City's water and sewer departments in 2017; and

WHEREAS, the City Council has decided to adjust water rates to provide sufficient revenue to fund the needs of the water utility; and

WHEREAS, due to significant increases in metro waste control charges over the past four years, the City Council has decided to increase both the residential and commercial sewer rates to cover the increased cost.

NOW, THEREFORE, BE IT RESOLVED that commencing January 1, 2017, the following water, sewer and treatment plant rates will be in effect:

WATER CONSERVATION RATES – ALL PROPERTIES:

All User Classifications (per unit):

Administrative Base Rate: \$8.87/quarter

Tier 1: \$1.84/1,000 gallons for 0-9,000 gallons/quarter

Tier 2: \$2.07/1,000 gallons for 9,001-18,000 gallons/quarter

Tier 3: \$2.34/1,000 gallons for 18,001-27,000 gallons/quarter

Tier 4: \$2.73/1,000 gallons for 27,001-36,000 gallons/quarter

Tier 5: \$3.03/1,000 gallons for 36,001-45,000 gallons/quarter

Tier 6: \$3.36/1,000 gallons for 45,001+ gallons/quarter

SEWER RATES – ALL PROPERTIES:

Single Family, Duplex, Townhouse
& Similar Residential

\$67.26/unit/quarter

Apartment, Mobile Home,
Institutional, Commercial
& Industrial

Min. \$67.26/quarter for 18,000 gallons
and \$3.67/1,000 gallons for all usage
over 18,000 gallons

TREATMENT PLANT DEBT SERVICE:

All user classifications

Min. \$14.77/quarter for 18,000 gallons
and \$0.82/1,000 gallons for all usage
over 18,000 gallons

The foregoing Resolution was moved for adoption by Councilmember.

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

And the following voted against the same:

Whereon the Mayor declared said Resolution duly passed and adopted the 26th day of November, 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. 16-36, A Resolution Establishing Water, Sewer and Water Treatment Plant Rates, adopted by the Spring Lake Park City Council at their regular meeting on the 21st day of November, 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: 2017 PUBLIC UTILITIES BUDGET AND UTILITY RATES
DATE: NOVEMBER 17, 2016

Staff is seeking approval of the 2017 Public Utilities budget and approval of the proposed rate structure for 2017 utility charges.

The 2017 Public Utilities budget is a balanced budget, with proposed revenues and expenditures to equal \$1,390,553. This is a decrease of nearly \$25,000, or 1.75%, from the 2016 budget. Much of the decrease in expenditures is the result of shifting seasonal employee costs from the Public Utilities budget to the General Fund budget. The following table shows the percent change for each component of the Public Utilities budget.

	2016	2017	% change
Water Department	\$412,165	\$397,754	-3.5%
Water Treatment Plant	\$182,885	\$182,585	-0.1%
Sewer Department	\$820,248	\$810,214	-1.2%

A copy of the proposed budget is included with this memorandum.

There are some headwinds facing the 2017 Public Utilities budget. 2016 revenues are not meeting budget targets set in late 2015 due to a decline in water sales. This will likely result in an operating deficit of approximately \$70,000 for the Public Utility Department for 2016.

Water sales have declined in part due to conservation measures put in place by the State of Minnesota. In the spring of 2011, the State Legislature amended Minnesota Statutes 103G.291 to require public water suppliers serving more than 1,000 residents to encourage water conservation by adopting demand reduction measures, including a water conservation rate or a uniform rate with a conservation program by January 1, 2015. Those rates were put into effect in 2012.

Total water pumped by the City has dropped 14.6% between 2012 and 2015, when the conservation rates were implemented. The City pumped 30 million gallons less water in 2015 than it did in 2012. The pumping reductions are the result of 1) wetter than average years; 2) implementation of the conservation rates; 3) transitions in uses of the city's commercial/industrial businesses; and 4) the desire of some residents to reduce water consumption to help the environment. Water sales have generally correlated with the decline in the amount of water pumped.

In addition to the decline in water sales, the City's sanitary sewer treatment costs have grown. In 2012, the City paid \$392,060 in sanitary sewer treatment charges to Metropolitan Council Environmental Services. In 2017, that fee will grow to \$499,128, an increase of 27.3% from 2012. This is despite the fact that the City's sanitary sewer flows have decreased from 211.15 million gallons in 2012 to 200.88 million gallons in 2016, a decrease of 4.9%.

If rates and water sales were to remain the same as they were in 2016, the Public Utilities budget would show a deficit of \$45,000.

Staff has reviewed the previous rate studies done in 2009 and 2012 to help design rates that will minimize the impact on our residents while balancing the Public Utilities budget. The proposed rates are shown in the tables below.

Water

Consumption	Current Rate Structure	Proposed 2017 Rate Structure
Administrative Base Rate	\$7.87/quarter	\$8.87/quarter
0-9000 gallons	\$1.74/1,000 gallons	\$1.84/1,000 gallons
9,001-18,000 gallons	\$1.96/1,000 gallons	\$2.07/1,000 gallons
18,001-27,000 gallons	\$2.22/1,000 gallons	\$2.34/1,000 gallons
27,001-36,000 gallons	\$2.60/1,000 gallons	\$2.73/1,000 gallons
36,001-45,000 gallons	\$2.88/1,000 gallons	\$3.03/1,000 gallons
45,000 gallons and over	\$3.20/1,000 gallons	\$3.36/1,000 gallons

For a typical single family household with 18,000 gallons of usage per quarter, the monthly cost for water would increase from \$13.72/month to \$14.69/month, an increase of \$0.97/month. This would represent an increase of 7.1%.

Sanitary Sewer

Required Minimum Charge	\$62.28/quarter	\$67.26/quarter
Commercial Rate for over 18,000 gallons	\$3.40/1,000 gallons	\$3.67/1,000 gallons

For a typical single family household with 18,000 gallons of usage per quarter, the monthly cost for sanitary sewer would increase from \$20.76/month to \$22.42/month, an increase of \$1.66/month. This would represent an increase of 8%.

Treatment Plant Rate

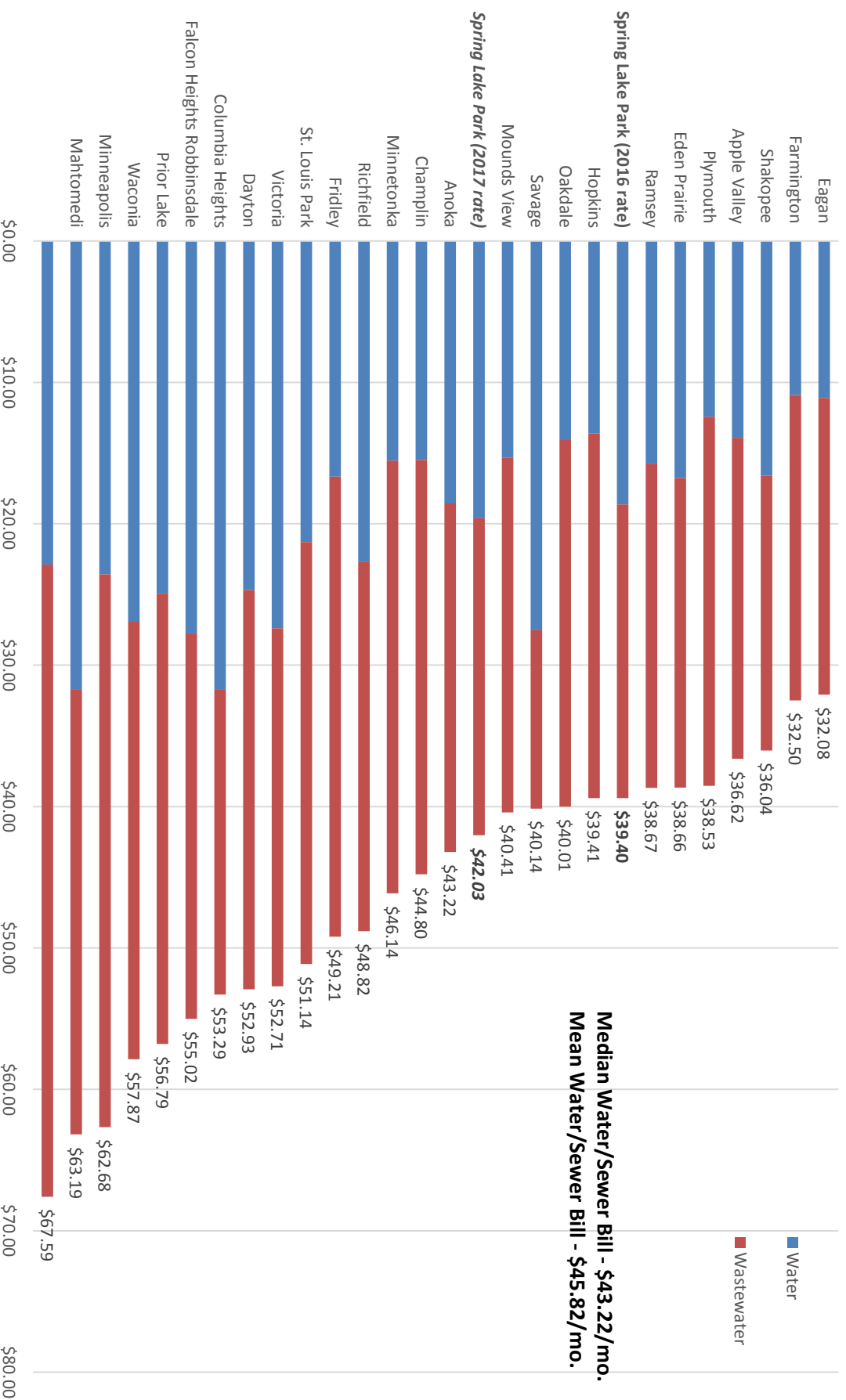
The treatment plant debt service rate would remain the same at \$14.77/quarter for 18,000 and \$.82/1,000 gallons for all usage over 18,000 gallons. A transfer from the 2017 Water Treatment Plant budget will cover the anticipated deficit in this fund.

Our monthly utility bill for those utilizing 18,000 gallons per quarter would increase from \$39.40/month to \$42.03/month. This proposed rate is still less than the median water/sewer bill for the cities who participated in the AE2S 2016 North Central Utility Rate Survey for the Metro Area. A copy of that survey is included with this memorandum.

Staff recommends approval of the 2016 Public Utilities Budget and the proposed rate schedule for municipal water, sanitary sewer and treatment plant operations. It is our hope that with the addition of the proposed senior housing development, a proposed new soda bottling operation and the addition of new commercial businesses, revenues will stabilize. In addition, staff believes that the continued investment in lining the City's sanitary sewer collection system will reduce the amount of groundwater entering the system, thereby reducing treatment costs.

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

Total Water/Sanitary Sewer Rates - Metro Area 2016 North Central Utility Rate Survey - AE2S



Note: Graph depicts combined monthly residential water and wastewater utility bills for those cities responding to survey; based on 6,000 gallons per month.

**CITY OF SPRING LAKE PARK
BREAKDOWN OF REVENUES FOR 2017 BUDGET
PUBLIC UTILITIES OPERATING FUND**

Page R-1

		2015 Actual	2016 Budget	2017 Budget
34950	MISC REVENUE, REFUNDS & REIMBURSEMENTS	\$ 456.81	\$ -	\$ -
36210	INTEREST EARNED	\$ 20,984.78	\$ 50,000	\$ 50,000
37101	WATER COLLECTIONS	\$ 405,558.28	\$ 460,950	\$ 448,405
37103	SALES TAX COLLECTED	\$ -	\$ 5,000	\$ 5,000
37104	PENALTIES - WATER	\$ 8,102.86	\$ 6,000	\$ 6,000
37109	SAFE DRINKING WATER FEE (Water Test Fee)	\$ 14,011.18	\$ 13,928	\$ 13,928
37111	ADMINISTRATIVE CHARGE	\$ 70,023.67	\$ 68,000	\$ 70,000
37115	ESTIMATE READING CHARGE	\$ 81.00	\$ 50	\$ 50
37151	WATER RECONNECTION-CALL OUT FEE	\$ 1,780.66	\$ 1,200	\$ 1,000
37170	WATER PERMITS	\$ -	\$ 100	\$ 100
37171	WATER PERMIT SURCHARGES	\$ -	\$ 10	\$ 10
37172	WATER METER SALES & INSTALLATION	\$ 1,486.86	\$ 1,000	\$ 1,500
37174	INSTALL CHARGES-NEW PERMITS	\$ -	\$ -	\$ -
37201	SEWER COLLECTIONS	\$ 738,544.31	\$ 790,100	\$ 777,600
37204	PENALTIES - SEWER	\$ 15,992.66	\$ 15,000	\$ 12,500
37250	SEWER CONNECTION CHARGES (SAC)	\$ 2,485.00	\$ 2,700	\$ 2,700
37270	SEWER PERMITS	\$ -	\$ 100	\$ 100
37271	SEWER PERMIT SURCHARGES	\$ -	\$ 10	\$ 10
37273	SEWER HOOK-UP CHARGES	\$ -	\$ 150	\$ 150
39206	TRANSFER FROM RECYCLING FUND	\$ 1,000.00	\$ 1,000	\$ 1,500
<u>TOTAL 2017 PUBLIC UTILITY OPERATING REVENUES</u>		\$ 1,280,508.07	\$ 1,415,298	\$ 1,390,553

**CITY OF SPRING LAKE PARK
BREAKDOWN OF EXPENDITURES FOR 2017 BUDGET**

				Page W-1	
				2015	2016
				Actual	Budget
<u>WATER DEPARTMENT-601.49400</u>					
					2017 Budget
1010	SALARIES			\$ 104,812.32	\$ 100,916
1013	OVERTIME			\$ 3,554.48	\$ 7,061
	a) 175 OT hrs @ \$42.62				\$ 7,500
1020	ON-CALL SALARIES			\$ 1,811.51	\$ 2,421
	a) 40 OT hrs @ \$42.62	\$	1,750		\$ 2,950
	b) 20 DT hrs @ \$56.82	\$	1,200		
1040	TEMPORARY SALARIES (\$10-\$12)			\$ 17,067.06	\$ 19,100
	<i>*Included in 2017 General Fund-Parks Dept.*</i>				\$ -
1050	VACATION BUY BACK			\$ 1,510.30	\$ 950
					\$ 1,650
1210	PERA EMPLOYER CONTRIBUTION			\$ 12,332.83	\$ 8,280
	a) Coordinated 7.5% \$ 116,950				\$ 8,479
1220	FICA & MEDICARE EMPLOYER CONTRIBUTION			\$ 9,417.99	\$ 9,979
	a) FICA 6.2% \$ 118,600	\$	7,353		\$ 9,073
	b) Medicare 1.45% \$ 118,600	\$	1,720		
1300	HEALTH & DENTAL INSURANCE			\$ 16,459.34	\$ 18,606
					\$ 16,600
1313	PRUDENTIAL LIFE INSURANCE			\$ 89.13	\$ 95
					\$ 95
1510	WORKER'S COMPENSATION			\$ 6,653.12	\$ 6,500
					\$ 6,700
2000	OFFICE SUPPLIES			\$ 759.33	\$ 800
	a) Copy Paper				\$ 800
	b) Miscellaneous				
2030	PRINTED FORMS			\$ 1,736.51	\$ 2,000
	a) Utility Bills & Envelopes	\$	1,800		\$ 2,000
	b) Special Notices, Radio Install Forms	\$	200		
2100	OPERATING SUPPLIES			\$ 149.86	\$ 800
					\$ 800
2120	MOTOR FUELS & LUBRICANTS			\$ 2,100.71	\$ 4,000
					\$ 2,500
2200	REPAIR & MAINTENANCE			\$ 75,324.75	\$ 48,500
	a) Hydrant Conversion (5)				\$ 55,000
	b) Water Main Breaks				
	c) Water System Maintenance				
2210	EQUIPMENT PARTS			\$ 954.46	\$ 1,000
	a) Well house maint, paint				\$ 1,000
2220	POSTAGE			\$ 2,862.84	\$ 2,500
	a) Utility Billing				\$ 2,500
	b) Metered Mail				

2017 BUDGET BREAKDOWN OF EXPENDITURES:

Page W-2

WATER DEPARTMENT-601.49400 (CON'T)		2015 Actual	2016 Budget	2017 Budget
2221	TIRES	\$ -	\$ 1,000	\$ 1,000
2222	STREET REPAIRS	\$ 2,450.00	\$ 1,000	\$ 1,200
	a) Curb Repairs			
	b) Sod			
	c) Asphalt (water main breaks)			
2261	WATER TESTING	\$ 768.00	\$ 800	\$ 800
	a) Bacterial monthly			
	b) Copper & Lead			
2262	WATER METERS & SUPPLIES	\$ 9,650.79	\$ 5,500	\$ 5,500
2264	SAFE DRINKING WATER FEE (Water Test Fee-37109)	\$ 13,925.00	\$ 13,844	\$ 13,844
2280	UNIFORM ALLOWANCE	\$ 603.06	\$ 950	\$ 950
3010	AUDIT & ACCOUNTING SERVICES (12.5%)	\$ 2,406.00	\$ 2,502	\$ 2,565
3030	ENGINEERING SERVICES	\$ -	\$ 1,000	\$ 1,000
3040	LEGAL SERVICES	\$ -	\$ 300	\$ 300
3210	TELEPHONE	\$ 470.63	\$ 900	\$ 900
	a) Alarm System			
	b) Cell Phone usage			
	c) Pager			
	d) iPad for SCADA	\$ 300		
3310	TRAVEL EXPENSE	\$ 1,841.92	\$ 1,200	\$ 1,200
	a) AWWA Conference			
	b) USTI Conference			
3500	PRINTING & PUBLISHING	\$ 7,629.42	\$ 7,000	\$ 7,000
	a) Newsletter			
	b) Special Notices			
3600	INSURANCE	\$ 8,457.55	\$ 8,900	\$ 8,900
3870	WATER USAGE - BLAINE ACCOUNTS	\$ 3,249.89	\$ 4,000	\$ 4,000
4000	CONTRACTUAL SERVICES	\$ 6,628.00	\$ 5,850	\$ 6,711
	a) I.T. Services (split 150 hr block)	\$ 4,500		
	b) Safety Consultant	\$ 2,061		
	c) Drug Testing	\$ 150		

2017 BUDGET BREAKDOWN OF EXPENDITURES:

Page W-3

WATER DEPARTMENT-601.49400 (CON'T)				2015 Actual	2016 Budget	2017 Budget
4050	MAINTENANCE AGREEMENTS			\$ 3,776.93	\$ 13,775	\$ 13,775
	a) USTI (software support)	\$ 1,000				
	b) Gopher State One-Call	\$ 1,000				
	c) Cathodic Protection Service	\$ 2,000				
	d) 66% SCADA System	\$ 765				
	e) Software Support for Meter Program	\$ 660				
	f) Meter Reading Equipment Support (handhelds)	\$ 250				
	g) Infraseek GIS	\$ 1,800				
	h) GPS upgrades	\$ 300				
	i) Infraseek Software Modules	\$ 6,000				
4300	CONFERENCES & SCHOOLS			\$ 1,865.25	\$ 2,000	\$ 2,000
	a) Munici-pals					
	b) MN Rural Water Conference					
	c) AWWA					
	d) Con-Expo	\$ 500				
	e) Staff Training 1/yr	\$ 150				
	f) U.S.T. I. Conference	\$ 1,350				
4330	DUES & SUBSCRIPTIONS			\$ 511.59	\$ 525	\$ 525
	a) AWWA					
	b) Rural Water Assoc.					
4370	PERMITS & SALES TAX			\$ 133.98	\$ 7,800	\$ 7,200
	a) DNR Fees (Well Permits)	\$ 2,200				
	b) Quarterly Sales Tax (37103)	\$ 5,000				
4470	WATER PERMIT SURCHARGES (37171)			\$ -	\$ 10	\$ 10
5000	CAPITAL OUTLAY			\$ 311.25	\$ -	\$ -
7000	TRANSFERS OUT			\$ 95,602.00	\$ 99,801	\$ 94,227
	a) Transfer to General Fund	\$ 31,055				
	b) Transfer to Renewal & Replacement (38.4)	\$ 63,172				
<u>TOTAL 2017 WATER DEPARTMENT EXPENDITURES</u>				\$ 417,877.80	\$ 412,165	\$ 397,754

**CITY OF SPRING LAKE PARK
BREAKDOWN OF EXPENDITURES FOR 2017 BUDGET**

				Page WTP/OP-1
		2015	2016	2017
<u>WATER TREATMENT PLANT OPERATIONS-601.49402</u>		Actual	Budget	Budget
2100	OPERATING SUPPLIES	\$ -	\$ 100	\$ 100
2120	MOTOR FUELS & LUBRICANTS	\$ 2,000.00	\$ 2,000	\$ 2,000
	a) Diesel, Generator			
2160	CHEMICALS & CHEMICAL PRODUCTS	\$ 15,850.88	\$ 23,000	\$ 21,000
2200	REPAIR & MAINTENANCE	\$ 3,469.70	\$ 10,000	\$ 10,000
	a) Tools			
	b) RPZ Testing (Backfill testing)			
	c) Load Bank Testing (Generator)	\$ 3,000		
2210	EQUIPMENT PARTS	\$ 3,104.44	\$ 5,000	\$ 5,000
3030	ENGINEERING FEES	\$ -	\$ 1,000	\$ 1,000
3600	INSURANCE	\$ 11,000.60	\$ 11,300	\$ 11,000
3810	ELECTRIC UTILITIES	\$ 76,475.15	\$ 80,000	\$ 80,000
3830	GAS UTILITIES	\$ 2,613.34	\$ 3,000	\$ 2,500
4000	CONTRACTUAL SERVICE	\$ -	\$ 1,000	\$ 3,500
	a) Filter Evaluation			
	b) Security Camera Maintenance			
	c) Comcast			
4370	PERMITS, DUES & SUBSCRIPTIONS	\$ 2,048.34	\$ 2,850	\$ 2,850
	a) Hazardous Chemical Inventory Fee & Pressure Vessel Permit (State of MN)	\$ 200		
	b) WTP Permit (Metro Council)	\$ 650		
	c) Strength Charge (Metro Council)	\$ 2,000		
5000	CAPITAL OUTLAY	\$ -	\$ -	\$ -
7000	TRANSFERS OUT	\$ 43,635.00	\$ 43,635	\$ 43,635
	a) Transfer to Renewal & Replacement (25.6	\$ 18,635		
	b) Transfer to Water Treatment Plant Fund	\$ 25,000		
<u>TOTAL 2017 WTP EXPENDITURES</u>		\$ 160,197.45	\$ 182,885	\$ 182,585

**CITY OF SPRING LAKE PARK
BREAKDOWN OF EXPENDITURES FOR 2017 BUDGET**

Page S-1

SEWER DEPARTMENT-601.49450		2015 Actual	2016 Budget	2017 Budget
1010	SALARIES	\$ 104,812.32	\$ 100,916	\$ 106,500
1013	OVERTIME	\$ 3,554.48	\$ 7,061	\$ 7,500
	a) 175 OT hrs @ \$42.62			
1020	ON-CALL SALARIES	\$ 1,811.51	\$ 2,421	\$ 2,950
	a) 40 OT hrs @ \$42.62	\$ 1,750		
	b) 20 DT hrs @ \$56.82	\$ 1,200		
1040	TEMPORARY SALARIES (\$10-\$12)	\$ 17,067.06	\$ 19,100	\$ -
	<i>*Included in 2017 General Fund-Parks Dept. *</i>			
1050	VACATION BUY BACK	\$ 1,510.30	\$ 950	\$ 1,650
1210	PERA EMPLOYER CONTRIBUTION	\$ 12,332.83	\$ 8,280	\$ 8,479
	a) Coordinated 7.5% \$ 116,950			
1220	FICA & MEDICARE EMPLOYER CONTRIBUTION	\$ 9,417.99	\$ 9,979	\$ 9,073
	a) FICA 6.2% \$ 118,600	\$ 7,353		
	b) Medicare 1.45% \$ 118,600	\$ 1,720		
1300	HEALTH & DENTAL INSURANCE	\$ 16,459.34	\$ 18,606	\$ 16,600
1313	PRUDENTIAL LIFE INSURANCE	\$ 89.13	\$ 95	\$ 95
1510	WORKER'S COMPENSATION	\$ 6,653.12	\$ 6,500	\$ 6,700
2000	OFFICE SUPPLIES	\$ 915.24	\$ 800	\$ 800
	a) Copy Paper			
	b) Miscellaneous			
2030	PRINTED FORMS	\$ 1,726.18	\$ 1,500	\$ 1,500
	a) Utility Bills & Envelopes	\$ 1,600		
	b) Special Notices, Radio Install Forms	\$ 200		
2100	OPERATING SUPPLIES	\$ 149.83	\$ 500	\$ 500
2120	MOTOR FUELS & LUBRICANTS	\$ 2,100.65	\$ 4,000	\$ 2,500
2200	REPAIR & MAINTENANCE	\$ 19,422.54	\$ 10,000	\$ 8,000
	a) Chemicals-Sewer System			
	b) Sewer System Maintenance			
	c) Manhole Covers			
2210	EQUIPMENT PARTS	\$ 61.40	\$ 2,000	\$ 2,000
2220	POSTAGE	\$ 2,212.82	\$ 2,500	\$ 2,500
	a) Utility Billing			
	b) Metered Mail			
2221	TIRES	\$ -	\$ 1,000	\$ 1,000

2017 BUDGET BREAKDOWN OF EXPENDITURES:

Page S-2

SEWER DEPARTMENT-601.49450 (CON'T)

		2015 Actual	2016 Budget	2017 Budget
2222	STREET REPAIRS	\$ 9,533.00	\$ 1,000	\$ 1,000
	a) Curb Repairs			
	b) Sod			
	c) Asphalt (sewer breaks)			
2262	WATER METERS & SUPPLIES	\$ 6,017.52	\$ 5,000	\$ 6,000
2280	UNIFORM ALLOWANCE	\$ 603.05	\$ 950	\$ 950
3010	AUDIT & ACCOUNTING SERVICES (12.5%)	\$ 2,406.00	\$ 2,502	\$ 2,565
3030	ENGINEERING SERVICES	\$ -	\$ 1,000	\$ 1,000
3040	LEGAL SERVICES	\$ -	\$ 300	\$ 300
3210	TELEPHONE	\$ 466.63	\$ 700	\$ 700
	a) Alarm System			
	b) Cell Phone usage			
	c) Pager			
	d) iPad for SCADA			
3310	TRAVEL EXPENSE	\$ 632.00	\$ 1,000	\$ 1,000
	a) Sewer Trade Conference			
	b) USTI Conference			
3500	PRINTING & PUBLISHING	\$ 123.63	\$ 300	\$ 300
3600	INSURANCE	\$ 8,104.48	\$ 8,700	\$ 8,700
3810	ELECTRIC UTILITIES	\$ 2,714.65	\$ 3,200	\$ 3,200
3840	METRO WASTE CONTROL	\$ 454,019.04	\$ 490,716	\$ 499,129
	(\$41,595/month)			
4000	CONTRACTUAL SERVICES	\$ 10,408.01	\$ 11,850	\$ 12,711
	a) I.T. Services (split 150 hr block)	\$ 4,500		
	b) Safety Consultant	\$ 2,061		
	c) Drug Testing	\$ 150		
	d) Clean & Televise Main Lines	\$ 5,000		
	e) Load Bank Testing (Generator)	\$ 1,000		
4050	MAINTENANCE AGREEMENTS	\$ 2,336.90	\$ 11,460	\$ 11,460
	a) USTI (software support)	\$ 1,000		
	b) Gopher State One-Call	\$ 1,000		
	c) 33% SCADA System	\$ 450		
	d) Software Support for Meter Program	\$ 660		
	e) Meter Reading Equipment Support (handhelds)	\$ 250		
	f) Infraseek GIS	\$ 1,800		
	g) GPS/GIS Software Support	\$ 300		
	h) Infraseek Software Modules	\$ 6,000		

2017 BUDGET BREAKDOWN OF EXPENDITURES:

Page S-3

SEWER DEPARTMENT-601.49450 (CON'T)

		2015 Actual	2016 Budget	2017 Budget
4300	CONFERENCES & SCHOOLS	\$ 1,620.23	\$ 2,450	\$ 2,450
	a) Municipals			
	b) MN Rural Water Conference			
	c) AWWA			
	d) Sewer Trade Conference	\$ 500		
	e) Staff Training 1/yr	\$ 150		
	f) U.S.T.I. Conference	\$ 1,350		
4330	DUES & SUBSCRIPTIONS	\$ 74.57	\$ 150	\$ 150
	a) Minnesota Rural	\$ 123		
	b) American Water Works Assoc.	\$ 137		
	c) A.P.W.A.	\$ 40		
4390	MISCELLANEOUS	\$ -	\$ 100	\$ 100
4450	RESERVE CAPACITY CHARGES (SAC-37250)	\$ 2,460.15	\$ 2,700	\$ 2,700
4460	SEWER PERMIT SURCHARGES (37271)	\$ -	\$ 10	\$ 10
5000	CAPITAL OUTLAY	\$ -	\$ -	\$ -
7000	TRANSFERS OUT	\$ 76,212.00	\$ 79,952	\$ 77,442
	a) Transfer to General Fund	\$ 15,296		
	b) Transfer to Renewal & Replacement (36)	\$ 58,852		
	c) Contingency	\$ 3,294		
<u>TOTAL 2017 SEWER DEPARTMENT EXPENDITURES</u>		\$ 778,028.60	\$ 820,248	\$ 810,214

TOTAL 2017 PUBLIC UTILITY OPERATING EXPENDITURES

\$1,356,103.85	\$ 1,415,298	\$ 1,390,553
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**CITY OF SPRING LAKE PARK
BREAKDOWN OF REVENUE & EXPENDITURES FOR 2017 BUDGET
WATER TREATMENT PLANT FUND 602**

Page WTP-1

<u>REVENUES:</u>		2015 Actual	2016 Budget	2017 Budget
602.00000.36210	INTEREST	\$ 3,914.45	\$ 7,000	\$ 5,000
602.00000.37601	WATER TREATMENT PLANT COLLECTIONS	\$ 212,927.11	\$ 220,000	\$ 215,000
602.00000.37604	WATER TREATMENT PLANT PENALTIES	\$ 3,889.30	\$ 5,000	\$ 4,000
602.00000.39206	TRANSFER FROM WTR TREATMT PLANT	\$ -	\$ -	\$ 25,000
<u>TOTAL 2017 WTP BOND FUND REVENUES</u>		\$ 220,730.86	\$ 232,000	\$ 249,000

<u>EXPENDITURES:</u>		2015 Actual	2016 Budget	2017 Budget
602.49402.06010	BOND PRINCIPAL	\$ 196,000.00	\$ 201,000	\$ 207,000
602.49402.06110	BOND INTEREST	\$ 55,676.00	\$ 47,316	\$ 44,484
<u>TOTAL 2017 WTP BOND FUND EXPENDITURES</u>		\$ 251,676.00	\$ 248,316	\$ 251,484

MEMORANDUM

TO: MAYOR HANSEN AND MEMBERS OF THE CITY COUNCIL
FROM: DANIEL R. BUCHHOLTZ, CITY ADMINISTRATOR
SUBJECT: LIQUOR STORE BUDGET
DATE: NOVEMBER 1, 2016

Attached is the proposed 2017 Liquor Store budget. The proposed budget is anticipating revenues of \$2,531,462 and expenditures of \$2,515,508. Expenditures include the \$75,000 transfer from the Liquor Store to the General Fund, as well as \$65,000 in capital outlay.

Proposed capital outlay projects for 2017 include the following:

- New store shelving - \$17,000
- Replacement of cooler access door and backroom door - \$6,000
- New alarm system - \$4,000
- Interior and exterior lighting conversion to LED - \$7,000
- Construction/redesign of entry, registers and new storage area - \$25,000
- New camera system - \$23,000
- New cigar merchandiser - \$6,000

The Liquor Commission reviewed the proposed budget at its October 24 meeting and recommended approval of the proposed budget.

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

CITY OF SPRING LAKE PARK CENTRAL PARK LIQUOR

2017 BUDGET BREAKDOWN OF REVENUES:

		2014 ACTUAL	2015 ACTUAL	2016 BUDGET	2017 BUDGET
609-34950	Refunds & Reimbursements	\$ 150	\$ -	\$ -	\$ -
609-36211	Interest Earnings (CD, Checking & Reserve)	\$ 54,929	\$ 6,028	\$ 18,500	\$ 18,500
609-37811	Liquor Sales	\$ 740,615	\$ 749,076	\$ 754,574	\$ 769,655
609-37812	Beer Sales	\$ 969,886	\$ 1,037,831	\$ 1,105,291	\$ 1,127,396
609-37813	Wine Sales	\$ 248,802	\$ 244,199	\$ 246,642	\$ 251,574
609-37814	Pop/Mix/Ice Sales	\$ 44,483	\$ 44,258	\$ 44,500	\$ 45,000
609-37815	Cigarette Sales	\$ 58,261	\$ 60,581	\$ 61,188	\$ 62,000
609-37817	Smoke Shop Sales	\$ 38,535	\$ 38,071	\$ 38,100	\$ 38,000
609-37820	Commissions	\$ 534	\$ 637	\$ 650	\$ 650
609-37833	Event Fees	\$ 1,286	\$ 369	\$ 1,300	\$ 250
609-37834	Parking Lot Commission	\$ -	\$ 2,000	\$ 2,000	\$ 8,000
609-37840	Cash Short	\$ (321)	\$ (680)	\$ (500)	\$ (500)
609-37850	Sales Tax 9.375%	\$ 182,536	\$ 190,098	\$ 197,485	\$ 201,434
609-37851	Sales Tax 7.125%	\$ 5,024	\$ 4,889	\$ 5,885	\$ 6,003
609-37860	Lottery Commission	\$ 3,829	\$ 3,330	\$ 3,500	\$ 3,500
<u>TOTAL 2017 REVENUES</u>		\$ 2,348,548	\$ 2,380,687	\$ 2,479,115	\$ 2,531,462

CITY OF SPRING LAKE PARK CENTRAL PARK LIQUOR

2017 BUDGET BREAKDOWN OF EXPENDITURES:

		2014 ACTUAL	2015 ACTUAL	2016 BUDGET	2017 BUDGET
609-49783-01000	Liquor Store Manager	\$ 71,772	\$ 64,141	\$ 72,777	\$ 68,500
609-49783-01010	Severance	\$ 564	\$ 1,362	\$ -	\$ -
609-49783-01013	Overtime	\$ 2,610	\$ 2,160	\$ 2,000	\$ 2,000
609-49783-01031	Assistant Manager	\$ 52,142	\$ 52,976	\$ 54,036	\$ 54,100
609-49783-01037	Stock Clerk Part Time (Receiving Clerk)	\$ 107,665	\$ 125,665	\$ 116,050	\$ 120,000
609-49783-01050	Vacation Buy Back	\$ -	\$ -	\$ 5,366	\$ 2,100
609-49783-01210	PERA	\$ 16,828	\$ 23,369	\$ 18,767	\$ 18,500
609-49783-01220	FICA/Medicare	\$ 17,640	\$ 18,767	\$ 19,143	\$ 18,950
609-49783-01300	Health Insurance	\$ 22,910	\$ 21,493	\$ 21,804	\$ 11,800
609-49783-01313	Life Insurance	\$ 102	\$ 98	\$ 102	\$ 102
609-49783-01420	Unemployment	\$ -	\$ -	\$ -	\$ -
609-49783-01510	Workers Comp Claims	\$ 5,471	\$ 233	\$ 250	\$ 500
609-49783-02000	Office Supplies	\$ 1,623	\$ 794	\$ 1,200	\$ 1,200
609-49783-02030	Printed Forms	\$ 475	\$ 669	\$ 500	\$ 500
609-49783-02050	Event-Seminar Expenses	\$ 1,655	\$ 913	\$ 1,400	\$ 500
609-49783-02100	Operating Supplies	\$ 4,092	\$ 5,283	\$ 4,000	\$ 4,000
609-49783-02110	Cleaning Supplies	\$ 625	\$ 728	\$ 1,000	\$ 800
609-49783-02130	Rug Service	\$ -	\$ -	\$ 1,140	\$ 1,150
609-49783-02160	Pest Control	\$ 600	\$ 1,325	\$ 180	\$ 180
609-49783-02170	Miscellaneous	\$ 684	\$ 1,137	\$ 900	\$ 700
609-49783-02200	Repair & Maintenance	\$ 559	\$ -	\$ -	\$ -
609-49783-02220	Postage	\$ 391	\$ 384	\$ 350	\$ 350
609-49783-02225	Landscaping Materials	\$ 141	\$ 2,522	\$ 150	\$ 150
609-49783-02280	Uniforms	\$ -	\$ 1,907	\$ 400	\$ 200
609-49783-02510	Liquor Purchases	\$ 566,008	\$ 550,222	\$ 556,743	\$ 575,000
609-49783-02520	Beer Purchases	\$ 743,544	\$ 802,421	\$ 821,919	\$ 850,000
609-49783-02530	Wine Purchases	\$ 168,145	\$ 158,046	\$ 160,118	\$ 165,000
609-49783-02560	Cigarette Purchases	\$ 51,185	\$ 52,276	\$ 53,800	\$ 55,000
609-49783-02570	Ice Purchases	\$ 3,567	\$ 4,201	\$ 4,275	\$ 4,300
609-49783-02580	Smoke Shop Purchases	\$ (7,339)	\$ 34,920	\$ 16,527	\$ 18,000
609-49783-02590	Pop/Mix/Juice Purchases	\$ 22,582	\$ 20,637	\$ 21,010	\$ 22,000
609-49783-03010	Audit & Accounting Service	\$ 13,750	\$ 5,388	\$ 5,400	\$ 5,400
609-49783-03030	Engineering Fees	\$ -	\$ -	\$ -	\$ 500
609-49783-03040	Legal Fees	\$ -	\$ 48	\$ 200	\$ 200
609-49783-03210	Telephone/DSL/Cells	\$ 5,310	\$ 3,133	\$ 4,548	\$ 3,000
609-49783-03310	Travel Expenses	\$ 964	\$ 1,074	\$ 1,000	\$ 1,000
609-49783-03410	Employment Advertising	\$ 180	\$ -	\$ 150	\$ 150
609-49783-03420	Enterprise Advertising	\$ 26,518	\$ 27,962	\$ 19,500	\$ 12,000
609-49783-03500	Printing & Publishing	\$ -	\$ -	\$ 50	\$ 50

2017 BUDGET BREAKDOWN OF EXPENDITURES:

		2014 ACTUAL	2015 ACTUAL	2016 BUDGET	2017 BUDGET
609-49783-03600	Insurance Liability & Workman's Comp	\$ 15,267	\$ 19,455	\$ 19,460	\$ 19,500
609-49783-03810	Electric Utilities	\$ 22,022	\$ 22,865	\$ 23,000	\$ 21,000
609-49783-03820	Utilities - Water/Sewer	\$ 391	\$ 391	\$ 391	\$ 391
609-49783-03830	Gas Utilities	\$ 1,361	\$ 1,125	\$ 1,250	\$ 1,300
609-49783-03841	Rubbish Removal	\$ 2,815	\$ 3,228	\$ 700	\$ 700
609-49783-04000	Contractual Services	\$ 3,309	\$ 3,307	\$ 3,310	\$ 1,500
609-49783-04050	Maintenance Agreements	\$ 2,034	\$ 3,274	\$ 2,455	\$ 2,500
609-49783-04070	Building Maintenance & Repair	\$ 9,077	\$ 9,838	\$ 9,000	\$ 9,000
609-49783-04180	Security Monitoring	\$ 1,466	\$ 1,560	\$ 1,380	\$ 600
609-49783-04200	Depreciation	\$ 43,994	\$ 41,344	\$ 24,000	\$ 41,000
609-49783-04300	Conferences & Schools	\$ 1,680	\$ 1,523	\$ 700	\$ 700
609-49783-04330	Dues & Subscriptions	\$ 2,060	\$ 2,220	\$ 2,128	\$ 2,200
609-49783-04369	Licenses	\$ 235	\$ 245	\$ 235	\$ 235
609-49783-04370	Sales Tax/Liquor Tax	\$ 199,025	\$ 219,384	\$ 203,370	\$ 210,000
609-49783-04380	Bank Charges	\$ 4,225	\$ 125	\$ -	\$ 500
609-49783-04390	Credit Card Charges	\$ 27,188	\$ 31,201	\$ 28,528	\$ 30,000
609-49783-05000	Capital Outlay	\$ 12,314	\$ 14,849	\$ 3,500	\$ 65,000
609-49783-06010	Lease Payment-Principal	\$ -	\$ -	\$ 15,184	\$ 15,000
609-49783-06110	Lease Payment-Interest	\$ -	\$ 938	\$ 1,649	\$ 1,500
609-49783-07000	Transfer - General Fund	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000
<u>TOTAL 2017 EXPENDITURES</u>		\$ 2,326,430	\$ 2,438,125	\$ 2,401,995	\$ 2,515,508



City of Spring Lake Park
Engineer's Project Status Report

To: Council Members and Staff
From: Phil Gravel

Re: **Status Report for 11.21.16 Meeting**
File No.: R-18GEN

Note: Updated information is shown in *italics*.

2014-2015 Street Improvement Project (193801577).

Final contractor payment and project acceptance occurred at the September 6th Council meeting. *Remaining project close-out process (including record plan preparation) continues.*

CSAH 35 Turn Lanes and Sidewalk (193802914).

Working with RCWD on close-out of permits and working with Contractor to get final payment documents.

MS4 Permit (193802936).

Ongoing implementation items. Working on closing out existing site permits and identifying private stormwater ponds that need maintenance. Need to prepare annual report. Annual staff training was held on November 3rd.

Lift Station No. 1 Reconstruction (193803115).

The Contractor is Meyer Contracting. *Working with Contractor to get final payment documents.*

2016 Sanitary Sewer Lining Project (193803421).

This project included lining and wye grouting on Old Central south of 81st. Contractor is Hydro-Klean. *Final contractor payment and project close-out can be approved.*

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.

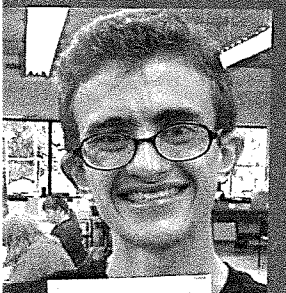
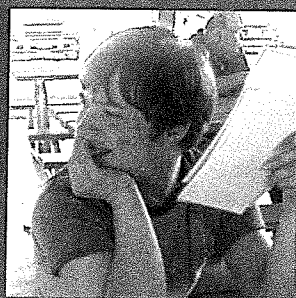
Working with Terry on options for bituminous trail repairs at various locations.

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).

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



Helping adults
with disabilities
build skills,
careers &
independence
for over 50 years

Achieve
SERVICES, INC.

Annual Report 2015

2015 Board of Directors

Achieve Services, Inc. Board of Directors

Chair

Susan Holden

Vice Chair

Kathy Svanda

Secretary

Sandy Crawford

Members at Large

John Bennett

Mike Bisping

Pam Deal

Tami Hagen

John LeTourneau

Joan Quade

Jim Steffen

Natalie Steffen

Reid Tuenge

Tom Wilson

Achieve Services Inc. Leadership Team

CEO

Tom Weaver

Program Supervisor

Jim Rooker

Director

Carol Donahoe

Program Supervisor

Andrea Gibson

Human Resources Director

Katie Friary

Program Supervisor

Lindsey Johnson

We are

A day training and habilitation program serving adults with developmental disabilities. By focusing on abilities, not disabilities, we strive to increase the independence and quality of life for all individuals in our program.

Mission

We create innovative opportunities that inspire people with disabilities. Achieve will enable every participant to lead a meaningful and self-determined life.

Core Values

- **Enrichment** – We are committed to enhancing lives through achievement and honoring the worth, abilities and contributions of each individual.
- **Empowerment** – We honor personal choice, and invest in every individual's right to cultivate and contribute their talents in ways that enrich themselves and society.
- **Innovation** – We continuously seek new and better solutions to meet the needs of participants, staff and employers in ways that make lasting improvements.
- **Integrity** – In all that we do we are open, honest, and respectful, and we follow through on our commitments.

Message from the CEO

Self-sustainability

Historically, programs providing home and community-based services (HCBS) to individuals with disabilities have received funding primarily through Medicaid. The costs for HCBS are paid through a program that allows the government to waive federal regulations regarding Medicaid so that people with disabilities can access home and community services, rather than live in institutions, nursing homes or other medical facilities. This funding is often referred to as a "waiver." The majority of Achieve participants qualify for the waiver and have their costs for HCBS paid through Medicaid.

However, things are changing – to the requirements needed to qualify for HCBS as well as the way waiver rates are determined. Achieve may lose more than 30 percent of its traditional funding in the next five years. The possibility of an unsteady financial future has caused us to seek alternatives to traditional funding to insure that Achieve is able to continue to provide the consistent and high quality services to individuals with disabilities, just like we've been doing for the last 50-plus years. Here's some of what we've been doing:

Achieve Clean

Our own brand of environmentally-friendly laundry detergent gives us a product to sell, with virtually unlimited earning potential. It also provides good, steady work for participants who package and label the detergent to prepare it for sale. The product was created through a wonderful partnership with a private business – LubeTech.

During the last year, we moved the operation to a new site in Fridley. The product is assembled there and is also available for purchase. The detergent is available for sale at numerous locations including Coborn's, Arc Value Village Stores, Farmhouse Market and Grassroots Cooperative and Cafe. We've been featured in numerous news stories including USA Today, Star Tribune, Fox 9, Kare 11, Natural Awakenings Magazine, ABC Newspapers, QC TV and Coon Rapids Community Television Network.

Groups looking for a fundraiser can pair with Achieve and sell the detergent. In addition, monthly and bi-monthly detergent subscriptions are available so you never have to worry about running out.

Achieve Endowment

In the last year, Achieve received two generous donations earmarked to start an endowment fund that will help provide financial support to Achieve for perpetuity. Rich and Kathy Svanda donated \$10,000 to start the fund and Jim and Pam Deal donated an additional \$100,000. The endowment fund is currently in the growing stages. It will build up over time until the principal generates enough investment income to supplement Achieve's budget. In addition to investment earnings, donations from generous individuals or groups can help build the principal. People are encouraged to remember the Achieve Endowment Fund in their wills or

By: Tom Weaver
Chief Executive Officer
Achieve Services, Inc.



estate plans as a way of leaving a legacy that will benefit individuals with disabilities long into the future.

Other endeavors:

Achieve has a number of other business endeavors that we use to increase our self-sufficiency. Through **Achieveable Ink**, participants create original art for sale in various forms including greeting cards, gift cards, magnets, bookmarks and notebooks. They are available at the Achieve store online via Achieve's website. Achieve participants are rockin' and rollin' and have put together a CD called **Dance at Your Own Risk**, filled with 11 original songs co-written and performed by them. It's available through Achieve's website.

The **Achieve eBay Store** takes donated items and turns them into earnings. Access the eBay store through the Business Solutions button on the Achieve website. Achieve participants grow and **sell plants** for the garden each spring and flowers in the fall. Participants package and **sell nuts** during the holiday season.

Self-sustainability is a good thing and we'll continue to pursue new avenues to increase our independence from governmental funding. We're proud of what we've got going so far and appreciate the support of businesses and individuals in helping us achieve our goals.

Consumer Characteristics

Participant Involvement Committee

The PIC is comprised of 10 participant representatives from various program areas at Achieve. They meet monthly to address issues that affect the work environment at Achieve. The group's goal is to solve problems, identify areas of strength and build a better workplace for everyone at Achieve. Representatives serve on the committee for one-year terms. They advocate for themselves as well as their fellow co-workers. **Issues addressed last year included:**

Changes to the workplace

- Area has a new couch and recliner.
- Three new shredders purchased.
- One program area is cold.
- Need for more accessible doors.
- One area has been too warm.
- The sliding door is malfunctioning.
- New chairs needed in the breakroom.
- A microwave needs to be replaced.
- A bathroom door isn't closing.
- Four automatic doors installed – OT, area red, and the hallway bathrooms.

Programming and services

- Area Green has started a relaxation group that anyone can join.
- A staff and some participants are working with the Bridges Transition program to use iPads to create original music. This is thanks to a grant we received.
- Purchase of new sensory switches.
- Participants are enjoying the special music that we have periodically.
- Years of Service ceremony.

Work news

- We have a lot of shredding available.
- We sold our Achieve Clean laundry soap at a Blaine Sports Center event.
- Area Red sold plants they raised from seeds.
- Participants are working at the Achieve Clean site.
- We received a grant from AT&T to pay for sorting aluminum cans.
- Participants enjoy delivering fliers for Remax.

Out and about

- Different groups went to Underwater World at Mall of America, the theater, DQ and Cheap Skate.
- A committee member met with legislators at the capitol.
- Achieve's band, Dance at Your Own Risk, and Bridges students performed a concert at the Lyric Arts Theater.
- Achieve participated in 3 craft fairs.

Fundraising

- The Achieve Gala was a success.
- Achieve is participating in a walk/run fundraiser called Made in the Shade.
- The Fall Fundraiser was a success.

Members 2015

Janne C.	Michael M.
Tom B.	Aaron D.
Dawn K.	Donny D.
Lisa P.	Jim G.
Jenny M.	Mahesh R.

Volunteerism

- Participants are volunteering at Feed My Starving Children.
- Part of the profits from plant sales went to the U of M's Bee lab.
- Achieve Clean laundry detergent was available at the Go Green Expo in Blaine.

Coming and goings

- A long-time staff will be leaving – her area is having a party for her.
- A participant in area purple retired.
- An ill participant is recovering.
- A staff member brought her baby in for a visit.
- New staff have started at Achieve.
- Some new participants have started.

Miscellaneous

- Achieve had a picnic with grilled hotdogs and hamburgers.
- We got a new car, a van and mini-van.
- A fire drill went well.
- A meeting was held to inform families about upcoming changes in services.

Businesses providing CBE or work in Achieve's shop during 2015:

Our Employers



4 sites

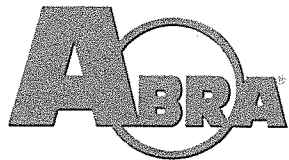


11 sites



Medtronic

3 sites



AUTO BODY & GLASS



COBORN'S
2 sites Employee Owned

Artists to Watch



banfill-locke
CENTER FOR THE ARTS

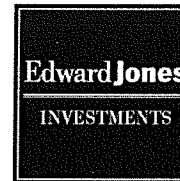


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DESIGN HOUSE GREETINGS

Key Performance Indicators

Community Employment Services:

Objectives:

1. Increase the number of participants working half time or more in the community (3+ hours per day, 5 days per week).

Baseline: 34 participants Goal: 50 Result: 51 participants

Discussion: Goal met.

2. Increase the number of participants working 2 or more days in the community.

Baseline: 24 participants Goal: 30 Result: 24 participants

Discussion: While we didn't make the gains in this area that we hoped, we did stay steady without losing any ground over the year.

3. Increase the number of participants working in the community at least 1 day per week.

Baseline: 4 participants Goal: 10 Result: 23 participants

Discussion: Actual numbers are more than twice the original goal. Goal exceeded.

4. Increase the number of community employment sites.

Baseline: 25 Goal: 30 Result: 30

Discussion: Goal met. Number of community employment sites remained very stable throughout the year, which is desirable for employees.

5. Decrease the number of participants earning sub-minimum wage.

Baseline: 26 Goal: 0 Result: 9

Discussion: While we didn't meet the goal, we did see dramatic gains in this area. Of the 90 participants working in the community, there are only 9 remaining who are not making minimum wage or greater.

Achieve will provide high quality, consistent community-based employment opportunities for participants desiring employment.

6. Increase satisfaction with community employment services by participants and their teams.

Baseline: 96% Goal: 100% Result: 92.5%

Discussion: Participants and their teams are surveyed 4 times per year. The result posted here is an average of those responses. Achieve received a 100% grade during the second and fourth quarters of 2015, meeting the annual goal for those quarters.

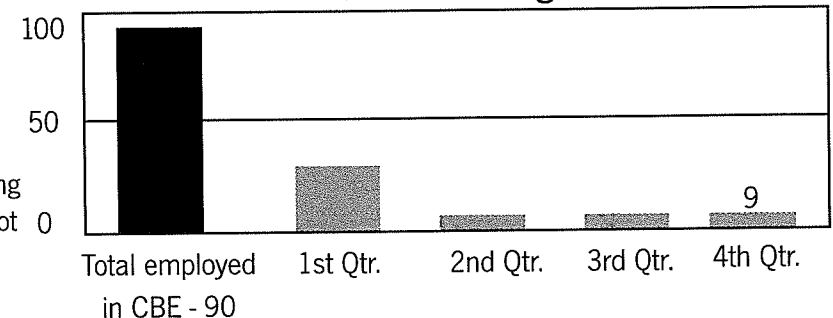
7. Increase satisfaction of services provided to employers.

Baseline: N/A (new goal)

Goal: 100% Result: 88%

Discussion: While not at the 100% level that we strive for, employers were largely satisfied with services and described our services as "going above and beyond expectations," "easy to work with," and "beneficial for all involved."

Number of participants earning less than minimum wage



Key Performance Indicators

Center-Based Employment Services:

Objectives:

1. Provide consistent work in the center-based production area, minimizing hours of downtime.

Baseline: 4th quarter 2014 there was 6 hours downtime/week.

Goal: 0 hours of downtime.

Result: 2015 averaged 6.25 hours of downtime per week.

Discussion: The higher rate was due in large part to a slow 4th quarter, which averaged 18 hours of downtime per week. During the first three quarters of 2015 we averaged 2.33 hours of downtime per week, which surpasses the goal for the year.

2. Increase the average amount of wages earned by participants working on center-based jobs.

Baseline: \$21,344/quarter Goal: \$26,000 Result: \$26,510/qtr

Discussion: Goal met with an increase of more than 24% in wages over last year.

3. Increase satisfaction with center-based employment by participants and their teams.

Baseline: 86% satisfaction Goal: 100% Result: 94.5%

Discussion: While we didn't meet our goal of 100% satisfaction, we did increase more than 8% over baseline, which is significant movement in a positive direction.

4. Diversify the number of employers of subcontract work.

Baseline: 7 employers Goal: 10 employers

Result & Discussion: Throughout 2015, number of subcontract employers increased from 7 to 9, leaving us just one short of our annual goal.

Achieve will provide high quality, consistent center-based employment opportunities for participants desiring employment.

5. Increase the number of participants in the minimal and partial programs who complete subcontract work.

Baseline: 62% Goal: 70% Result: 49%

Discussion: This goal applies to participants in the minimal and partial day work component programs. In general, these participants have significant needs for programming in numerous areas outside of work, which are often prioritized by the individual's team during their annual meeting. While Achieve strives to give everyone the opportunity to work, we also realize that it is not the first priority for some individuals.



Key Performance Indicators

Community Services: Achieve will improve its ability to provide community opportunities for participants on a weekly basis.

Objectives:

1. Increase community engagement opportunities.

Baseline: N/A new goal

Goal:

- Minimal-day work - 18/month • Partial-day - 10/month
- Full-day - 12/month Community-based - 3 /month

Results (yearly average):

- Minimal-day work – 27 • Partial-day – 12
- Full-day – 19 • Community-based – 0.33

Discussion: Performance exceeded expectations in all but the community-based employment group. Because

this group is employed in the community with a primary focus of employment. Increasing their other community experiences isn't as much of a priority as with the other groups.

2. Increase satisfaction with community engagement opportunities.

Baseline: N/A new goal Goal: 100%

Result: Yearly average - 87.75%

Discussion: The majority of participants are satisfied with opportunities in the community. It continues to be a positive outlet for interacting with others, learning useful skills and gaining new experiences.

Agency Goals: Achieve will continuously provide high quality services that meet the needs of our participants.

Objectives:

1. Be the employer of choice, continuing to attract highly skilled and passionate staff.

Baseline: 4% turnover Goal: 5%

Result: (yearly average) 4.5%

Discussion: Goal met. Low turnover helps provided consistent, high-quality services to participants.

2. Maintain a highly engaged staff.

Baseline: 84% Goal: 100% Result: 72%

Discussion: Staff engagement is correlated to turnover. An industry-wide issue with staff satisfaction involves low rates of pay. Implementing other rewards and incentives can help offset this.

3. Maintain a highly trained staff.

Baseline: 822 hours of training/quarter

Goal: 900 hours Result: 948 hours

Discussion: Goal surpassed.

4. Improve overall satisfaction of Achieve services by persons served.

Baseline: 96% Goal: 100%

Result: 91.25%

Discussion: Participants and teams complete surveys semi-annually. Survey comments during the fourth quarter included: "the positive attitude of all the staff when I come in," and "our daughter loves everything about Achieve."

5. Reduce reliance on government revenue.

Baseline: 88% Goal: 87%

Result: 89%

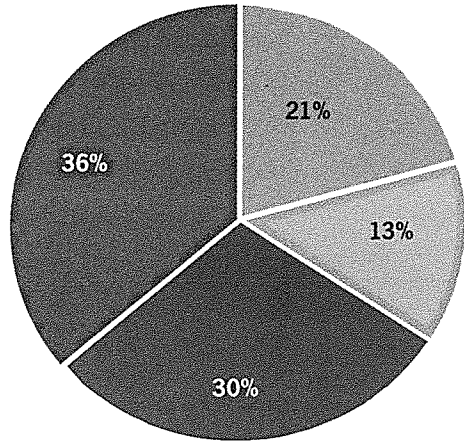
Discussion: While we were short of making our agency goal of 87%, this continues to be a priority area for Achieve. Fundraising events continue to grow; the development of the laundry detergent business is promising as are other ventures such as Achievable Ink, Achieve artwork and eBay sales. All are in place with the intent of off-setting our reliance on government funding.

Consumer Characteristics

Demographics 2015

Number of consumers served: 185

Participants by program area



- Minimal-work component - higher therapeutic needs
- Partial-day work - includes a combination of therapeutic and other services along with inhouse and/or community employment
- Full-day work - Inhouse or combination of inhouse and CBE
- Community-based work

Admissions: 5

Discharges: 3

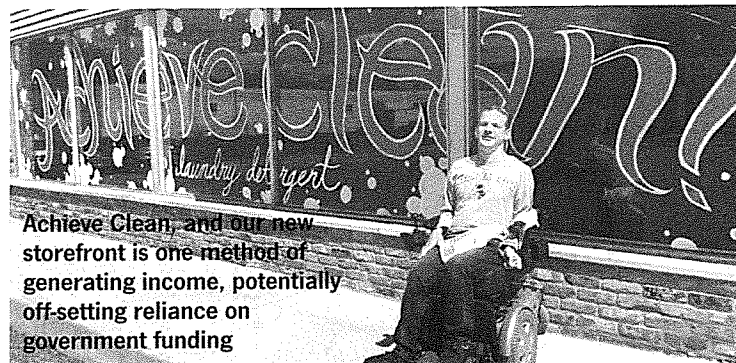
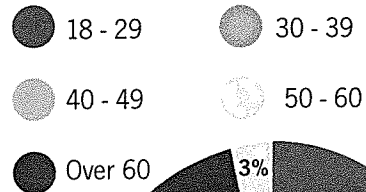
Reason for discharges:

Health - 1

Moved to a different program - 1

Personal reasons - 1

Age of persons served



2015 Donations

Thank you for your support

Abdallah Candy	Randy Diers	Cheryl Johnson	Minnesota Wild	Bob Schroeder
Susan Anderson	Mike & Carol Donahoe	Elaine Johnson	Bill & Mary Mohler	Crystal Scott
Anoka Area Chamber of Commerce	Danijela Duvnjak	Jim & Julee Johnson	Dave & Roxanne Montebello	Mary Serie
Anoka County Golf Tournament	Todd Dyste	Shalin Johnson	Liz Moscatelli	Sieben Carey
Anoka County Parks	Alfred & Joyce Eckhardt	Bill Jordan	MorningStar Chiropractic an Wellness Center	Betty Smith
Luke Bame	Mr & Mrs. Michael Eckman	Philip & Marva Jorgenson	Mike Mulrooney	Split Rock Lighthouse
Amber Barnes	Earl Edeburn	Melissa Klein Photography	Norm Munk	St. Croix Casino & Hotel
Mike & Patty Baumann	Jim Ehlen	Dan Klint	Tasha Murdoff	St. Paul Hotel
Cecile Bedor	Bill Erhart	Dan Knuth	Thomas Murphy	St. Paul Saints
Michael Belden	Kathy Erhart	Mary Korzeniowski	Theres Murray	Anne Steffen
John Bennett	Dave & Jo Fairbairn	Lonnie & Valerie Kruger	Mystic Lake Casino	Jim Steffen
Big Top Liquor	Fitness Lounge - Julie Hansen	Tara Kuker	Heidi Nelson	Natalie Steffen
Mike Bisping	Flat Earth Brewery	Karen Kurth	Julie Nelson Gotham	Tina Stofferahn
Kevin Bittner	Phyllis Forstrom	Mark Kuzma	Network for Good	Richard & Kathy Svanda
Blaine Family Chiropractic	Geralyn Franklin	Wendy Kuzma	Mark & Susan Nyvold	Lee & Gaylene Switzer
Blaine Ham Lake Rotary Club	Joan Franzen	Don & Jamie Kveton	Ole Piper Inn	Target
Blatz Automotive	Framing Pllus	Scott Lambert	Osaka	Terry Overacker Plumbing
BMO Harris Bank	Fulton Brewing	John LeTourneau	Sherri Oxley	Three Rivers Park District
Jason Brennan	Michelle Gauslin	Patti LeTourneau	Pals Sports Cards	Shirley Tobias
Deacon Bud, Frances Jetty	Bruce Gilbertson	Let's Dish - Blaine	Tony Palumbo	TPC Twin Cities
Bunker Hills Golf Club	Brian Giviglio	Loretz-Johnson Agency	Perfect 10 Car Wash	Reid Tuenge
Dan Butt	Glensheen Historic Estate	Lube Tech - Grace Bessette	Jill Pertler	Kurt Ulrich
Cindy Carlson	Golf Tech - Lance West	Rolf Lund	Duain Peterson	Victory Auto
Paul Cassidy	Grand Casino Hinkley	Made in the Shade	Ivar Peterson	Village Bank
Eleanor Coleman	Grand Slam	Tim & Vicki Majkrzak	Mary Peterson	Vino and Stogies
Sam & Barb Courey	Denis Grande	Michael & Penny Mattson	Stan & Pat Peterson	Carol Wahl
Jameson Crawford	Grandma's Restaurant	Kay McAloney	J. Patrick Plunkett	Bernice Ward
Sandy Crawford	Great Lakes Aquarium	Medtronic	John Pracht	Amy Weaver
Cub Foods - Blaine	Margaret Grekoff	Michael Stedman Foundation	Q Salon	Charlie Weaver
Larry Dahlberg	Tobias & Brenda Gunderson	Annie Michel	Joan Quade	Martha Weaver
Patti Dalen Leisinger	Chris Harristhal	Mill City Museum	Robert Rapacke	Tom Weaver
Jim & Pam Deal	Jason Helgemoe	Miller Coors - Pam Perri	Todd Rapp	Kenneth & Gerry Whyte
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Diamond Willow Dreams	Susan Holden	Minnesota Landscape Arboretum	Nancy Renneke	Rich & Sandy Willows
David Dicksen	Holiday Station Stores	Minnesota Science Museum	Kevin Roddy	George Wilson
John Diehl	Lonny & Lisa Hopkins	Minnesota State Fair	Keith & Mary Roemhildt	Robert & Lisa Wilson
	Jackie Jeffrey	Minnesota Timberwolves	Kris Schlichtmann	Tom Wilson
	Joens family	Minnesota Vikings	Evelyn Schluter	Woodworks
				Tim Yocum

Statement of Activities & Financial Position

Activities

Support & Revenue

Program Service Fees	4,720,301
Community Based Income	313,348
Production Income	137,454
Donations & Special Events	142,252
Grants	68,198
Investment Income	(32,492)
Other Income	36,367
Other Revenue	

Total Revenue 5,385,428

Expenses

Cost of Goods Sold	18,347
Program Services	4,761,237
Administration & General	491,486
Fundraising	45,760

Total Expense 5,316,830

Revenue/Expenses 68,598

Financial Position

Assets

Current Assets

Checking/Savings	287,456
Investments	1,865,938
Accounts Receivable	743,275
Inventory	12,107
Prepaid Expenses	61,968

Total Current Assets 2,970,744

Fixed Assets

Furniture & Fixtures	281,252
Equipment	177,809
Leasehold Improvements	42,370
Vehicles	1,229,658
Less: Accumulated Depreciation	(1,186,528)

Total Fixed Assets 544,561

Total Assets 3,515,305

Liabilities & Net Assets

Current Liabilities

Accounts Payable	55,650
Accrued Wages	66,546
Accrued Pension	39,890
Other Accruals	2,588

Total Current Liabilities 164,674

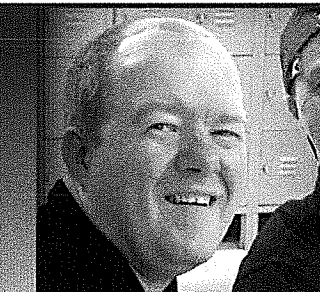
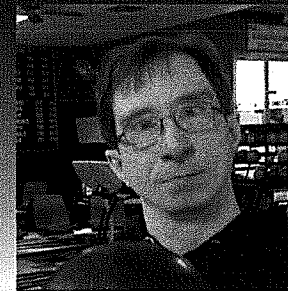
Net Assets

Unrestricted Net Assets	1,224,498
Designated Net Assets	2,107,329
Temporarily Restricted	8,804
Permanently Restricted	10,000

Total Net Assets 3,350,631

Total Liabilities & Net Assets 3,515,305





Achieve SERVICES, INC.

Human Service Center of Anoka County

1201 89th Avenue NE, Suite 105

Blaine, Minnesota 55434

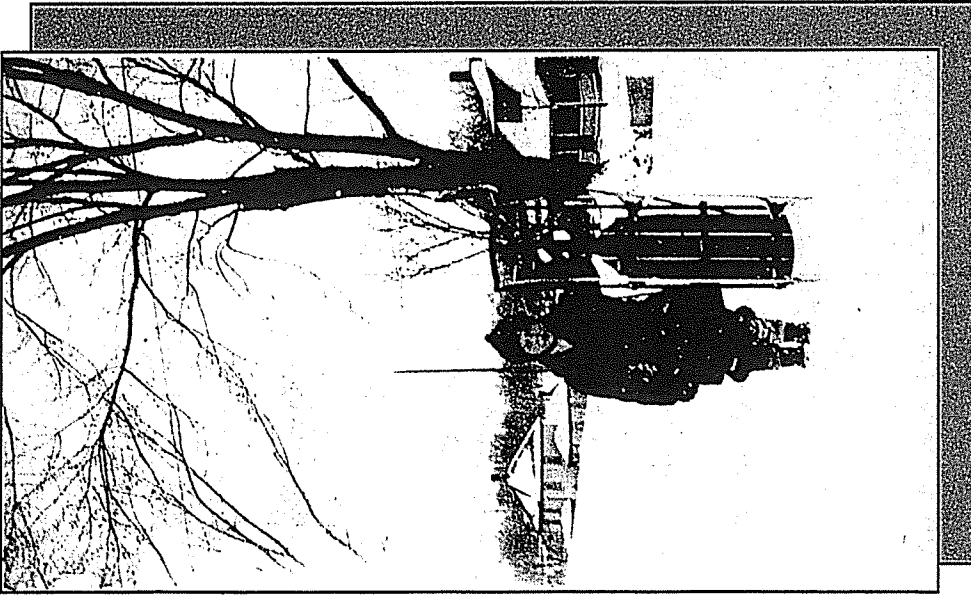
phone 763-783-4909

fax 763-783-4725

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HISTORY 21

Volume 46 No.6 November-December 2016

Good enough for Fibonacci, good enough for us
AnokaCountyHistory.org

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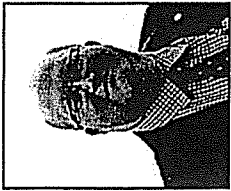
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*Front Cover: Granville Sherman Jackson [Sept. 4, 1916– 1984] standing outside with his sled in a big snowstorm in the city of Anoka, March 1924. Granville is seven years old. From Jackson family photos.
Object ID#: P2075.16.84*



From the President

Fall has been strange this year. Not bad – but strange. As much as I hate the snow, I am looking forward to winter. Winter is the perfect time to settle in and focus on history, since we are trapped inside. Of course, the best place to focus on history is to come to the History Center and dive deep into your community's stories. We would love to see you and help you learn more about Anoka County...or your little corner of it.

There are a lot of things you can do at home or on your own. Open an online genealogy research account. Go through family photos (especially the current ones) and actually mark the names of all those people on the back so the next generation isn't left with a box of mysteries. Organize your family documents and put them in a safe place. Scan photos and papers and organize the files on your computer. Tell stories to the little ones about family members who came before. Preserve that important item of clothing that has been sitting in the back of the closet. DON'T WAIT to do these things...you don't have to be perfect or do everything at once. Just a bit at a time...slow and steady wins the race. Just start somewhere and leave a trail of ideas and information for those who come after you.

Thanksgiving is coming. It is a perfect time to bring the generations together to relive family memories. While you're at it, don't forget to put dates on all those photos. Nothing is more frustrating than finding a good photo with only the words "Aunt Mary and the dog," no idea of when it was taken, or the dog's name, for that matter!

Happy Fall and Happy Thanksgiving!

Orville Lindquist, ACHS President



From the Director

While we strive to cover the history of Anoka County year-round, the Halloween season draws us intently to the city of Anoka as we conduct ghost tours as part of the festivities.

While we tell these stories "as they were told to us" by homeowners and business owners in the spirit of playful haunting, we would like to remind our members there are, indeed, real human beings at the root of our historic tales. The level of respect for the subjects of our stories cannot be over-emphasized in the wake of a story published in the *City Pages* magazine recently. The inflammatory, factually inaccurate article named the State Hospital "Minnesota's most haunted spot" that had a "reputation in suffering" where "torture" occurred. This has caused us to redouble our efforts to educate and explain the facility in context. The treatment of mentally ill people has changed through time as the fields of science and psychology learn more, as our social norms shift, and as families become better equipped to help manage the needs of loved ones. This is a far cry from the popular Halloween theme of a mad scientist experimenting on humans who are left to haunt their hospital. A fact we must never forget.

Rebecca Ebnet-Mavencamp, Executive Director

FROM ASYLUM TO TREATMENT CENTER: The Anoka State Hospital, 1949–1999



By Audra Hilse, ACHS Archivist

This is a condensed version of our presentation given at the 2016 Oral History Association Annual Conference in Long Beach, CA.

The State Hospital in Anoka experienced many of the same ups and downs that affected the other Minnesota state hospitals during the first half of the 20th century. A low point of patient living conditions was reached in the 1940s, when the facility, designed to hold 600, actually housed well over 1,200 patients. Staffing needs hadn't grown with the patient numbers, so there were far too few staff members to provide even basic custodial care in a meaningful way.

During that decade, voices throughout the state hospital system in Minnesota began to speak out about the conditions, and as public awareness grew so did the impetus for change. In October of 1949, Minnesota Governor Luther Youngdahl ceremoniously burned 671 strait jackets and other restraints on the Anoka State Hospital grounds. This was the symbolic turning point in how mental health patients were treated, though the full changes took place over many years.

In 2014, the Anoka County Historical Society collected a series of oral histories about the Anoka State Hospital as part of a grant received from the Legacy funds. Twenty-two interviews were conducted with former employees, family members, community members, and patients, running 30–60 minutes in length. Collectively, these individuals had connections with the State Hospital, and often subsequently the Metro Regional Treatment Center, from the late 1940s all the way up through 2014 when the interviews were conducted, a span of almost 70 years.

This period was a time of change with efforts to improve not just at Anoka, but throughout the Minnesota state hospital system. This included many different elements, but three that were especially important (and get mentioned frequently in these Oral Histories): getting tuberculosis in the state hospital system under control, handling community relations, and as time went on, decentralizing the care of individuals with mental illness.

Tuberculosis had spread widely among state hospital

*Above: Anoka State
Hospital before its name
change in 1937*

patients in the first half of the 20th century. Beginning in 1950, the Anoka State Hospital became the designated center for treatment of mentally ill patients with tuberculosis. Mentions of tuberculosis and the treatment ward are common in our interviews of those who worked at the facility in the 1940s-1960s, but become rare among those who started their employment in the late 1960s. The isolated ward and aggressive treatments implemented had accomplished their goal, and those resources were reallocated to treating chemical dependencies in the 1970s.

Relationships between any state hospital and the nearby community often contain both beneficial and challenging elements. This appeared true of the Anoka State Hospital, as about three quarters of the interviewees for this project were asked about relations between the hospital and the community, providing mixed responses. Since the hospital sits on grounds within the city limits with unenclosed grounds, a great deal of interaction between patients and the community occurred over the years. Our narrators provided many examples, while reminding us these relations (positive and negative) went both ways.

The wider community beyond the city of Anoka seems to have held a mostly positive perception of the interactions between patients, residents, and businesses. Russ Farrell remembers finding employment for patients being discharged as part of his duties as a vocational counselor during the 1960s. He gave the potential employers “a very open, honest sell” that these were recently-discharged patients from the State Hospital and had great success finding work for them in department stores, hotels, and even a pickle factory in Minneapolis. Dorothy Berger learned it was important to be open with communities when finding houses to use for group homes, but also saw that honesty and explanation improved those community relations over time.

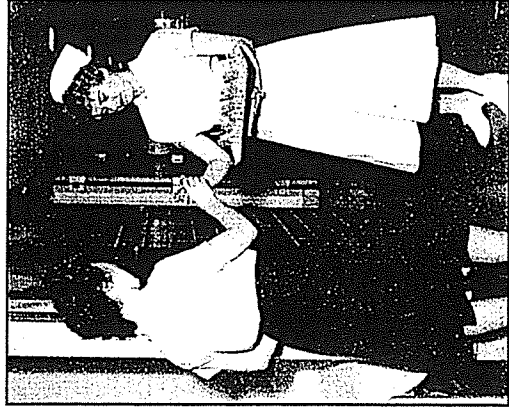
While relations between the State Hospital and the local community had many ups and downs throughout the latter half of the 20th century, the movement toward decentralization of mental health care had a much more constant trajectory. Following its peak of patient numbers in the 1940s, the Anoka State Hospital saw a steady decline in population over the next several decades.

This decline occurred for a number of reasons. In the early part of this period, during the 1950s and 1960s, the development of medications to help those with mental illness played a large role in allowing patients to leave the state hospital.

“...the meds were the important thing,” recalled Berger, “The meds began to improve as people did, companies did research and so on.”

With effective medication available, it was suddenly possible to provide actual treatment to many patients, a distinct break from the attitude of the hospital’s earliest years, when patients were sent there specifically because they were considered untreatable.

A change in attitude, on the part of both patients and staff, was also very important. Berger, a social worker employed at the hospital



A nurse handing out medication to a woman, circa 1950s.

for 15 years starting in 1966, was instrumental in bringing the Fairweather Program to the Anoka State Hospital. This program, developed by psychologist Dr. William Fairweather of California, focused on collaboration.

"[It] was about getting people to work together as a group, getting them to learn to accept the fact that they could be evaluated on how they did each week, and that they would get passes for leaving the hospital on visit based on their step levels, in other words, how well they did in the program," Berger explained.

The goal of the program, which produced many successful cases, was to prepare patients for living away from the hospital in a small group home. Over time, Berger found more and more communities around the Twin Cities accepted group homes and that many patients were thus able to get away from the hospital and out into the world again.

The Fairweather program and employment opportunities found by Farrell for discharging patients helped those who were able integrate back into the community considerably. In addition, Dr. Kristine Haertl grew the Occupational Therapy program when she joined the Anoka State Hospital in 1988. At that time, she found an interesting mix of attitudes regarding how long patients should be there.

"...I was at that apex working with people from the old school in the '80s, who believed clients should live there," said Haertl. "And, many of the clients did live there. Many of the clients I had worked with were there for over 25 years. However, you had another cohort of clients that typically were leaving within five, six months."

Our interviewees certainly believed in the goal of the State Hospital to help patients become functional and able to return to their communities when possible.

"[The treatment now] is more humane, it is more scientific and it is probably more beneficial, because there are patients now who live to improve enough so that they are discharged and are able to go to either a halfway house into the community, or even to return to their own family," said Dr. Markle Karlen.

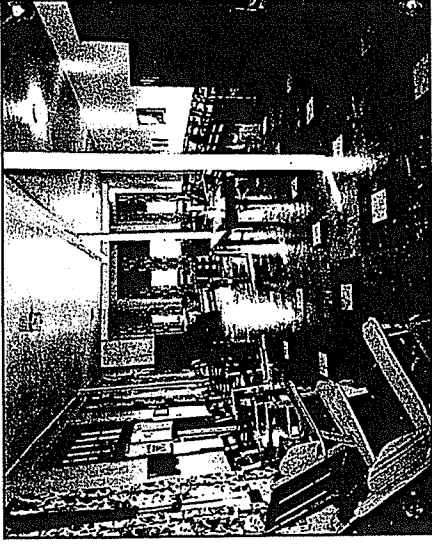
The trajectory of deinstitutionalization involved more than just the greater effort to treat patients.

"There was a trend of State Hospitals going out of existence," said former employee Clifford Nelson.

Some of this can be accounted for by the growing existence of nursing homes, which absorbed the population of elderly patients who had formerly been in the state hospital system, some of them undoubtedly suffering from dementia or Alzheimer's.

As a whole, those interviewed by ACHS during this project at best had concerns about the overall process of decentralization, while many thought that it was not a good thing.

"I don't know when they started this—putting people out of the mental institutions to just go to halfway houses or live on their own," said Ann Larson, a



View of a common room in one of the Cottages.

nurse. "And they're not able to do that--most of them aren't. That's why they say there's a lot of homeless people."

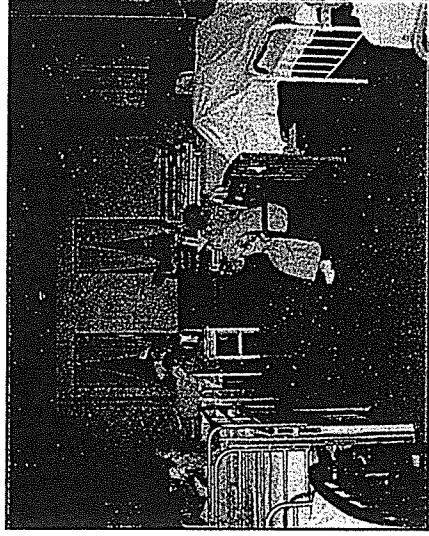
Many interviewees were concerned about the number of homeless mentally ill that can be found in both the Anoka and greater Twin Cities metro areas at the time of this project.

"Well, I personally felt that some of them should have remained in the hospital, but I guess the philosophy at that time was that community facilities should be able to take care of them," said Roy Newcomb, an Anoka County Social Service Department caseworker in the 1970s and 80s.

"I do believe there are some individuals who need longer term placement," said Dr. Haertl. "I do not think we have...enough housing options where individuals can go and stay in a supportive environment for long term."

All three former patients that ACHS interviewed as part of this project--Cynthia, Larry, and Kris--felt they had benefited from their time at the Anoka State Hospital. Cynthia and Larry both said they had needed that time under care, and although Kris had mixed feelings about her stay, she did feel that ultimately a correct diagnosis of her mental health problems and finding a good medication to manage them had definitely improved her life. Larry, who was a patient in the adolescent program in the late 1960s, said at the end of his interview, "I think they should open it back up. I think they should have a place for people that have issues with their inner demons."

Among former patients and employees alike, there seemed a strong consensus of opinion: treatment programs for those mentally ill who just need diagnosis, medication, and some short-term care are very important, but equally important are housing and care for those who truly struggle to live on their own, and are in need of long-term support. The shift away from keeping all mentally ill patients in the State Hospital for life appears a good one, though the further shift to taking away that long-term centralized care for everyone was, perhaps, not.



Patients getting ready for bed. Faces have been blurred to protect privacy.

Editors note: Although we had limited room in both our presentation and this article, we encourage you to read the full transcripts of the Anoka State Hospital Oral Histories, which are available on our website at: <https://anokacountyhistory.org/reference-library/oral-history-collection/anoka-state-hospital-oral-interviews/>. Audio and/or video of these interviews are available at the History Center. We also have oral history collections relating to agriculture in Anoka County, as well as World War II, the Korean War, and the Vietnam War on our website at: <https://anokacountyhistory.org/reference-library/oral-history-collection/>.

Bringing Anoka County History to California

In October, ACHS Executive Director Rebecca Ebnet-Mavencamp and Archivist Audra Hilse attended the Oral History Association 2016 Annual Conference in Long Beach, California.

Invited by Professor Nan Yamane (CSU-Northridge) to present as part of a panel on State Hospital related oral history collections, we discussed the interviews completed for our 2014 Anoka State Hospital Oral History project. A condensed version of that presentation features as the main article of this issue of *History 21*, and a video of the presentation will appear soon - keep an eye on our website and Facebook page for that!

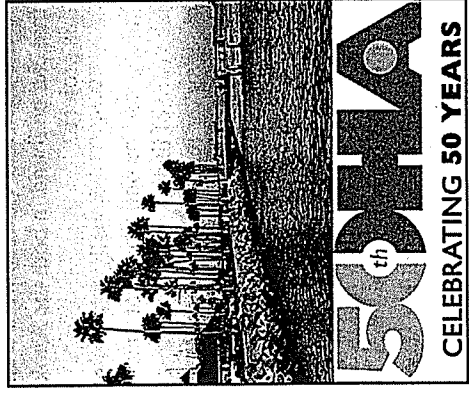
Since the panel only took a couple of hours late on Saturday afternoon, both Rebecca and Audra spent three full conference days attending other panels and absorbing new ideas and technical knowledge to help ACHS complete more and better oral histories in the future. They connected with several other researchers conducting projects related to mental illness and hope to maintain a relationship with them as we move forward with future Anoka State Hospital and mental health related projects in Anoka County.

Panels discussing military narrators gave them some thoughts both about the upcoming WWII exhibit set to open December 6, as well looking ahead to collecting veteran and family stories from the conflicts in Kosovo, Afghanistan, and Iraq. One panel gave us some helpful resources on oral history training, which we hope to use with future volunteers. Rebecca heard new ideas on how to teach students about oral history that will fit nicely with our Young Historians Club students or classroom work. Audra discovered some important issues about making oral histories and other collections material fully accessible for those with visual or hearing impairments. A consistent

theme throughout many panels also emphasized the importance of continuing to use oral histories over time -- not only capturing the interview before the individual's knowledge and stories are lost, but also leveraging the information into other projects as well. Books, documentaries, and exhibits were all mentioned by conference presenters as viable projects to further use an oral history collection.



Audra poses with members of the panel presentation on mental health prior to the event.



Since Suburbanization sits in the forefront of the minds of ACHS staff due to the current exhibit *Farms to Flamingos*, Rebecca found a session on gentrification and urban renewal particularly interesting. As the inner city populations changed in the 1950s and 60s to create the more affluent suburban ring, so now more “hipster” communities boom in the redeveloping spaces of urban areas, pushing out the historical, often ethnically diverse, communities to the suburbs, with the hope more affordable housing can be built there. The criticism of this movement is the loss of culture and rising tax rates that leave families in a mode of relocation and flux. An under-researched similarity exists between this and the experience of the small family farm during the suburban movement, through which time tax prices rose and development stripped small communities of their historical identity.

Rebecca and Audra learned a considerable amount in those three full days, and are excited to bring that knowledge back to ACHS and Anoka County. They had the chance to catch a little bit of sun and eat some good food in between panels, and enjoyed relatively smooth travel both going and coming back.

We would like to thank the following donors, who generously helped us out when our limited travel budget wasn't enough to cover this unexpected opportunity!

David VenHuizen	Johannes Allert	Daniel and Mary Capra
Mike and Mary Clark	William and Kate Morphew	Shelly Peterson
Debra Johnston	Vietnam Veterans of America	Chapter 470
Anonymous		

THE ACHS ORAL HISTORY COLLECTION

Although the written word remains critical to the field of history, little compares with hearing the emotion-filled voices of people who have survived the trials and triumphs of their lives. ACHS has worked for several decades to collect the oral history of Anoka County, and the experiences of the people who live here.

Our collection includes more than 250 interviews held on media from cassette tapes, and CDs to purely digital formats. Transcripts of many of the interviews are available to read

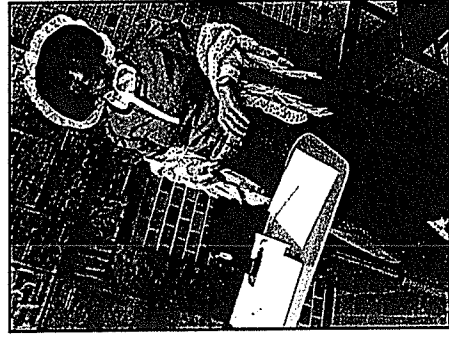
in the ACHS Reading Room, or on our website AnokaCountyHistory.org.

In these interviews, past and present residents of Anoka County share their story on topics such as: Law Enforcement, History of Agriculture, Anoka State Hospital, Vietnam War, Korean War and World War II

A long time resident and former Sheriff, Buster Talbot, conducted three different sessions with ACHS interviewers. During one of these, Buster noted, "Do you know, it really bothers me, I woke up the other morning and I thought, 'God, I should write a book. I really should, about the family, about the job, and the stories that we – the things we did.'" While he never made that book before he passed away this year, the stories and history Buster would have included now exist, available for the next generation to access.

Textiles Interview Characters Technology
 Eyewitness Portables Publishing American Narrative
 Red Archiving Insurance Precipitation Recreation Genealogy
 Self Transcripts Insurance Precipitation Recreation Genealogy
 Arts Journalism Ethnography Anthropology Discipline Broadcast
 Radio Perspective Ethnography Anthropology Discipline Broadcast
 Religion Remembrance Family Research Humanities Field
 Education Sexuality Family Research Humanities Field
 Literatures Anthropology Community Literature
 Metaphors Social Documentary Compassion Art
 Audio Architecture
 Activism Public
 Place
 Pedophilia
 Performance Music Performance Literature Identity
 Structures Community Migration
 Neoliberalism
 Audiences
 Authors
 Authors

October Volunteer Champions



On most October evenings chattering groups of people can be seen following a costumed guide through the streets of Anoka on our "Ghosts of Anoka Walking Tours." The 14 Ghost Tour Guide volunteers become the face of ACHS, sharing homeowners' stories of odd happenings and history tied to the buildings and places on the tour. They lead groups of up to 25 people through darkened streets on rainy or windy nights, past the eyes of the curious. They talk over Anoka Tornadoes football games, pause for loud motors traveling past on Main Street, and field a variety of questions, that range from what year Anoka became a city, to what's the best place to go for dinner and a drink after the tour. They do it all.

This year the guides led a record 64 tours in September and October. Thanks to their help, over 1,200 people enjoyed an evening of History and Mystery, and learned more about the Anoka County Historical Society. There is no debate—we would not be able to offer these tours without their help. It is because of their dedication that these tours are one of ACHS's largest fundraisers for the year allowing us to continue to tell the History of Anoka County.

Sound like your cup of tea, coffee, or even Pepsi (my personal vice)? If you are interested in joining the ranks of these dedicated volunteers, connect with me at the History Center or at Sara@AnokaCountyHistory.org. Planning for the 2017 season begins this spring!

A HUGE thank you to 2016's Official Ghost Tour Guides

June Anderson
Barb Arveson
Jeri Bates
Darlene Bearl
Jillian Cautrell
Steve Florman
Kay George

Theresa Gould
Brian Jewett
Faith Kammerdiener
Elaine Koehn
Shawn Lawson
Mary Nolan
Ann Steen



ACHS Remembers

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

Adrienne Yeager

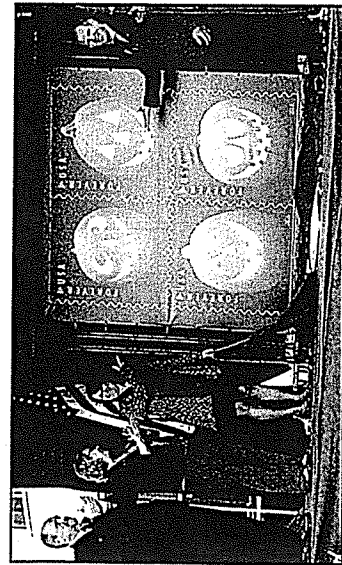
History Club Update:

The second year of Anoka Middle School for the Arts' "Young Historians Club" kicked off with laughter and learning this October. The club began last year with an astonishing 75 members, which has *increased to an unprecedented membership this school year of nearly 125 students!*

How, you may ask, can this occur? (Cue shocked faces and scary music) With a timekeeper, several volunteers, teachers, and staff happy to shift the group through stations that included the Anoka Dam. While viewing the current dam, the students looked at construction photos, discussed canoe lifts, and learned about the industry supported by the rivers of Anoka County. The students also took a behind the scenes tour of the collections with the ACHS Archivist, explored the Exhibit Hall, and learned about logging by participating in logging themed relay races with ACHS intern Allison.

This after-school activity is optional for sixth grade students at Anoka Middle School. Once a month, the students and their teachers walk the three blocks to the Anoka History Center and rotate through different stations designed to take history out of their text book, and foster a different way of thinking about the history all around us.

We welcome your financial support of this program, which has grown beyond our budget -- please donate by calling or visiting our website



Stamp Unveiling, check!

September 29...a day of celebration in Anoka as the curtain fell from four new jack-o-lantern stamps in front of a packed City Hall plaza, an HPC plaque was commemorated at the old post office, and ACHS hosted their fall fundraising dinner.

You can relive the fun via a video link on our facebook page, or find photos using the tags #halloweenstamps or #ACHSevents. We would like to thank our sponsors *PSD, Federal Cartridge, Pierce Hotel, City of Anoka, The Weaver Brothers Company, Volunteers for Jim Abeler, the Nordén family, and Pierce Refrigeration* one more time for their support of local history. We also received silent auction items from individuals and businesses, and generous support from the family of Jon Arfstrom. Thanks to our attendees who committed to keeping the momentum of ACHS moving forward!

Find unique gifts with local flavor at the ACHS Gift Shop! Give a piece of local history to those you love this season. From beautiful prints and sassy tote-bags to books exploring the history in our own back yard, there is something for everyone.

Each purchase supports the Anoka County Historical Society and our mission to tell the history and story of Anoka County.

Jon Arfstrom Prints:

Featured in collections and museums across the country, enjoy a piece by this local artist in your own home. Inspired by his view of the Rum River, nature, and the Halloween Parade, these Arfstrom prints are the perfect gift to remind people of the beauty and talent in our County.

Eight prints are available to purchase in various sizes. Not all prints available in all sizes. See the full selection at the Anoka History Center or at AnokaCountyHistory.org

16x20 Print: \$50.00
11x14 Print: \$35.00
8x10 Print: \$20.00



Sunnies in the Forest



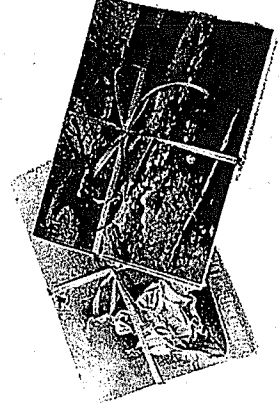
Untitled (Winter Scene)



Spooks on Parade



Castle on the Rum



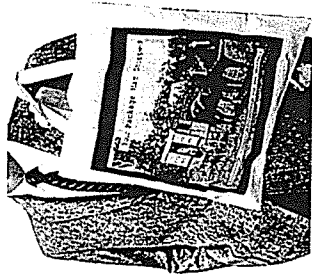
Arfstrom Note Cards (blank)

Thank you, Happy Birthday, Merry Christmas, Thinking of You. Send your thoughts on these special notecards featuring original artwork by Anoka artist Jon Arfstrom.

Halloween Set of 3 \$12.00 3 scenes, 5x7
Rum River Set of 4 \$16.00 2 scenes, 5x7

Out for Delivery Tote

This whimsical tote-bag is a mash up of new and old. Featuring a photograph from the ACHS collection depicting a Rural Free Delivery horse drawn mail wagon. Text reads "Your Package Has Shipped: Out for Delivery."



\$20.00 14x15, 100% cotton, hand wash recommended

More items available in the ACHS Gift Shop at the Anoka History Center

Anoka Halloween Collectibles

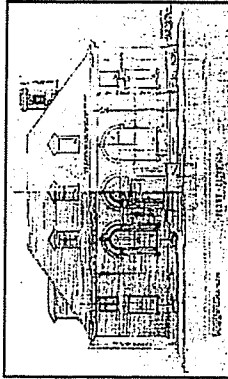
A booklet guide to the history and collectibles of the Halloween Capital of the World.

\$7.00 35 pages, 5x8.5

Local History Booklets

Hand held history ready to travel. Booklet topics include: Anoka Post Office, Woodbury House, Colonial Hall, and Anoka County in the Civil War.

\$5.00 each 24-28 pages, 5x8.5



Anoka Post Office Blueprint

An iconic building in Anoka, this blueprint captures the Georgian architectural elements and Palisade windows of this 1916 building.

\$10.00 11x14

Picturing Anoka County: 150 Years of Anoka County History

Sharron Stockhausen
Our County, our home. From celebrations to heartaches, explore the story of the first 150 years of our County's history.

\$24.09 Members (\$26.77) hardcover, 159 pages, 9x11.5

Keepers of the County

Vickie Wendel

Starting in 1857 the Anoka County Sheriff's department handled everything from murders and car chases to escaped alligators and moonshiners. Look at how the county changed through the lens of those charged with protecting it.

\$29.83 Members (\$33.16) hardcover, 368 pages, 9x12

Keep up with the Fun at ACHS!

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



Anoka County
Historical Society



AnokaCoHistory



AnokaCoHistory

THANK YOU TO OUR SUPPORTORS

All lists are current to October 24, 2016

General Donations

Mel & Kathy Aanerud
Johannes Allert
Anonymous

Gary Ash

Sherry Boyce

Daniel & Mary Capra

Mike & Mary Clark

Gail Dahl

Charles Filson

Dan & Laarni Frank

Eloise Graham

Debra Johnston

Cheryl & Gary Kish

Jim Kordiak

Bill & Kate Morphew

Northeast Bank

John Novack

Shelly Peterson

Arthur Reese

Rum River Writers Group

Paul & Gretchen Sabel

Frances Sorensen

Vietnam Veterans of America

Chapter 470

Donations Made in Memory of:

James Ward

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Northeast Bank

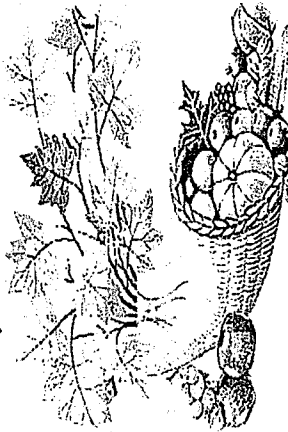
Nowthen Historical Power Association

Peterson Shoes Store

Pierce Refrigeration

Rescuing Pets & Saving Vets

Terry Overaker Plumbing



Become a Business Sponsor or Member!

As a Business Member you receive membership benefits, a listing in our newsletter and website, an ACHS window cling to display, and free exhibit admission to all employees.— \$75

As a Business Sponsor you will receive all of the above plus a business card sized ad in our newsletter, an ad with a link on our web site, and credit towards event sponsorships.— \$300

If you want more information or your business would like to become a member or sponsor with ACHS call, 763.421.0600, email Audra@AnokaCountyHistory.org or visit our website AnokaCountyHistory.org

PROGRAMS & EVENTS

Our Little Minnesota Nurse: The life and legacy of Theresa Ericksen by Johannes Allert

November 10

Time: 7 p.m.

Location: ACHS

Theresa Ericksen's size, countenance, and demeanor concealed her unbridled independence, professionalism, and drive. Noted for her life of service to others, her greatest accomplishment occurred literally by accident. Learn about her life of service and discover the how this Army Nurse's request lead to the establishment of our state's first national cemetery at Fort Snelling.

Cost: FREE - seating is first-come, first-serve

Veterans Day Dinner & Program

November 12

Time: 6 p.m. social, 7 p.m. dinner

Location: Edward Cutter American Legion, Anoka

Enjoy the company of other service members before a carved ham and turkey dinner! Memorabilia will be on display, including Edward B. Cutter's footlocker from WWI and local history representatives.

Cost: \$11, tickets available for purchase at the Legion

Fridley Historical Society

"Totally Awesome 1980s Christmas"

Saturdays and Sundays, November 19-December 22

Time: 11 a.m.—3 p.m.

View the Fridley Historical Society's new 1980s Christmas exhibit. It seems the decade had gone neon. It was a time of video games, synthesized music, shoulder pads, leg warmers, and friendship bracelets. You made it through the 80s and had big hair to prove it. Come and take a look back.

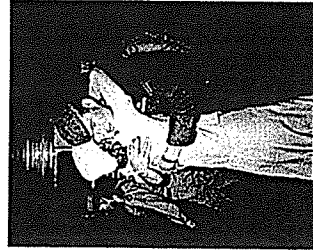
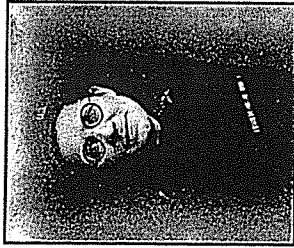
Cost: FREE

I ♥ 80's

WWII Exhibit Opening, Special Stamp cancellation at the old Post Office, Around the County Ornament Dedication
December 6 - all day activities; Reception from 6 - 8 p.m.

Location: ACHS and the old post office on Third Ave, Anoka

Get a first look at the brand new WWII exhibit, witness as we hang the city of Columbus' ornament to join the other 20 cities on our Around the County tree, and get a special commemorative stamp cancellation to celebrate the 100th anniversary at the old post office. All in one day? Join us for the fun when you can!





Anoka County
Historical Society
2135 Third Avenue North
Anoka, MN 55303
(763) 421-0600

RETURN SERVICE REQUESTED

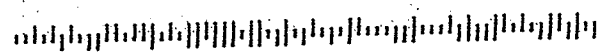
**NON PROFIT ORG.
U.S. POSTAGE**

PAID

**ANOKA, MINN.
PERMIT No. 198**

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

5543232188 C033

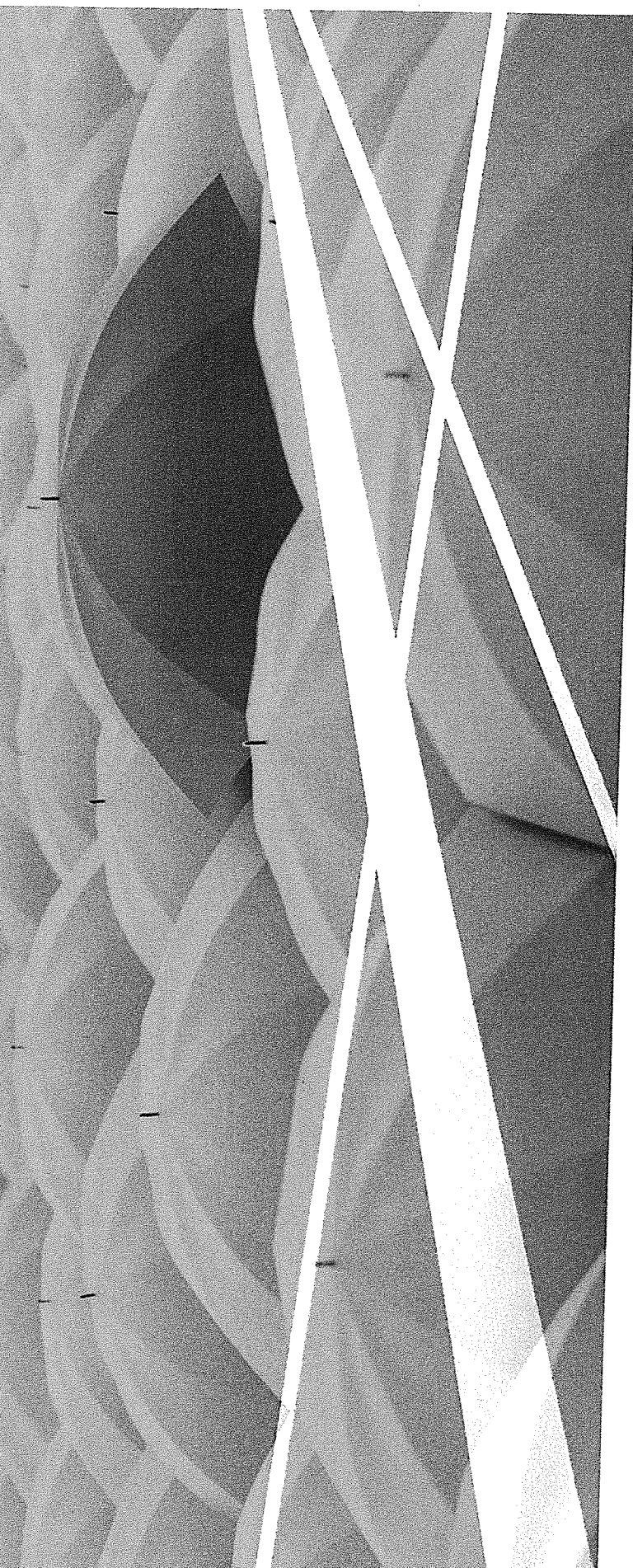




Quarterly Review

North Metro Cable Commission

November 15, 2016



Company Activity 3Q



Franchises

- 51 Cities
- Additional 4 by end of November

PRISM

- New PRISM App
- Sports Plus Package
- PRISM Channel on Roku
- Expanded Paquete Latino package

Sponsorship

- Vikings –
- Founding Partner US Bank Stadium
- Official Communications Provider
- Stefon Diggs endorsement

Retail

- Grand Opening Woodbury – March
- Grand Opening Roseville - August
- Grand Opening Coon Rapids – Fall 2016
 - 13060 Riverdale Drive, Suite 200

Community

- United Way Giving Campaign
- Teachers and Technology Launch
 - CenturyLink to provide \$1.4M in #STEM grants. Apply now through Jan 12, 2017

News in 3Q

- Largest deployment of G.fast in North America.
- Workforce Reductions
- 17 Channel OTT

North Metro Metrics 3Q 2016



Twin Cities Franchising

- Total Phase 1 Cities - 71
- Selling - 51
- Negotiations - 20
- Applications - 1
- To date approximately 300K HHs passed and growing

Twin Cities Service Metrics

- Installation interval (% w/in 7 days): 84%
- Calls answered (% within 30 seconds): 98%
- Appointments met (%): 91%
- 30 complaints in Q2
 - Billing (23), Service (6), Availability (1)
 - No complaints from North Metro member cities

North Metro Metrics

- Subscriber Counts: 780
- Total Homes PRISM Enabled: 17,735
- Penetration rate: 4.4%

Twin Cities Gratis

- North Metro commission office submitted and approved

North Metro By The Numbers



	Total Baseline	Total Previous Q	Total Current (3Q)*	% Total	Below Median Income % **
Living Units	50,432	50,782	50,930	--	31%
LU PRISM	--	15,622	17,735	35%	32%
LU >25Mbps	31,750	32,127	32,239	63%	63%
LU 1G	118	401	548	1%	n/a

- *Data as of 11/3/16
- ** Ave North Metro Median Income \$73,496



Teachers and Technology Program

The CenturyLink Clarke M. Williams Foundation's Teachers and Technology grants are designed to help fund projects that advance student success through the innovative use of technology.

Eligibility

Full-time classroom teachers in public or private PreK-12 schools located in CenturyLink's residential service areas may apply for a Teachers and Technology Grant for the 2016-17 school year. Applicants do not have to be CenturyLink customers in order to apply for these grants.

Key Dates

Applications will be accepted October 1, 2016 until January 12, 2017.

Grants will be announced and presented between April 1 and May 15, 2017.

Grants

CenturyLink will award more than \$1.4 million in grants across 36 states. Grants range from \$500 to \$5,000.

Apply here: www.centurylink.com/teachersandtechnology

For more information, contact: community_relations@centurylink.com



Memorandum

Date: November 7, 2016

To: Administrator Buchholtz

From: Chief Doug Ebeltoft

RE: SJB Enterprises, Inc. – License #20390852 – 8187 B University Ave NE, Spring Lake Park. MN
SJB Enterprises, Inc. - License #20598165 – 8097 Highway 65 NE, Spring Lake Park, MN

Administrator Buchholtz,

A records check for 2016 of the above businesses revealed no concerns from a law enforcement perspective regarding the applications for the renewal of "Currency Exchange Licenses" for the above businesses.

October 31, 2016

City Clerk
City of Spring Lake Park
1301 81st Avenue N.E.
Spring Lake Park, MN 55432

CERTIFIED

RE: SJB Enterprises, Inc. – License #20390852
SJB Enterprises, Inc. – License #20598165
Currency Exchange License Renewals for 2017

Dear City Clerk:

The above-named currency exchange licensees have made application to renew their currency exchange licenses to operate at:

8187 B University Ave NE
Spring Lake Park, MN 55432

8097 Highway 65 NE
Spring Lake Park, MN 55432

Pursuant to Minnesota Statutes Chapter 53A.04, we are notifying your office that a complete currency exchange license renewal application has been filed with the Department of Commerce. The renewal application included the names of the officers and owners of the licensee, background checks on each of the owners and officers from the Minnesota Bureau of Criminal Apprehension, a fee schedule of all fees to be charged by the currency exchange office, a \$10,000 surety bond valid through December 31, 2017, and the \$500 renewal fee. If you wish to receive a copy of the complete currency exchange license renewal application form that was filed with this office, please call Dayna at 651-539-1710 and the renewal form will be mailed to you.

Minnesota Statutes Chapter 53A.04 requires the Department of Commerce to submit any application for licensure as a currency exchange to the governing body of the local unit of government in which the currency exchange business is located. The law further requires the governing body to give published notice of its intention to consider the issue and shall solicit testimony from interested persons, including those in the community in which the licensee is located. If the governing body has not approved or disapproved the issue within 60 days of receipt of the application, concurrence is presumed. The governing body shall have the sole responsibility for its decision. The state shall have no responsibility for that decision. Your cooperation in forwarding this information to the proper unit within your organization is appreciated.

Your reply must be received within 60 days of receipt of this letter. If you have any questions, please contact me at the telephone number listed below.

Very truly yours,



Robin H. Brown
Financial Institutions Division
651-539-1721
651-539-1548 (Fax)



October 28, 2016

MNsure Rate Increases May Cause Special Session

In recent weeks, the state-run insurance exchange MNsure has faced intense scrutiny from legislative caucus leaders and Gov. Mark Dayton because of a 50-67 percent increase to the insurance premiums of Minnesotans who purchase their insurance from the individual market. Estimates from the Minnesota Department of Health show that roughly five percent of Minnesotans will purchase their health care from the individual market when open enrollment begins on Tuesday, November 1. While roughly half of those people will qualify for federal tax credits to assist with increasing insurance premiums, over 100,000 people whose income exceeds the income limit for those credits will face increased health care costs. These premium increases will not affect those who receive their coverage through their employers or from a government program.

The issue has caused quite a stir at the capitol, less than two weeks before Election Day.

Senate Majority Leader Tom Bakk (DFL-Cook) has said that he supports a special session where legislators can pass some form of relief for those Minnesotans facing increased insurance premiums. Sen. Bakk stated that the issue is urgent, and the Legislature must consider solutions prior to the start of the regular session starting in January. Speaker of the House Kurt Daudt (R-Crown) has called the issue a “full-blown crisis” and has encouraged Gov. Dayton to work around the clock so that Minnesotans will continue to have health care coverage on January 1. Earlier this month, Gov. Dayton stated that the Affordable Care Act is “no longer affordable” and that he will consider calling a special session after Election Day to pass some form of relief for those Minnesotans whose salary is too high to qualify for federal assistance but don’t have employer-provided healthcare coverage. Gov. Dayton has proposed using the over \$300 million in funds set to go into the state’s budget reserve in December to address the MNsure health care cost increases, but there is no consensus yet on a solution.

They said it:

“In this emergency for some Minnesotans and their families, I am hopeful that DFL and Republican legislators will be able to set aside the politics of the Affordable Care Act, work together, and find a short-term solution for those in crisis. During the past couple of weeks, some legislative leaders have said a special session is critical. It is now time to walk the talk and agree upon a solution to provide much-needed relief.”

– Gov. Mark Dayton

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The 2016 Elections: Vote on November 8

Election Day is less than two weeks away, and while attention has been fixated on the race for the White House, numerous important races will be decided for Minnesota's state government. Note: Ewald Consulting will have a comprehensive breakdown of election results the day after Election Day on Wednesday, November 9.

Here is what will be on the ballot across the state:

State Legislature

201 legislators will be elected, with voters deciding on their state senate and house representation. Currently the House of Representatives is controlled by a Republican majority. Democrats must flip seven seats to take the majority. The Senate is controlled by a Democratic majority, requiring Republicans to flip six seats to take the majority.

Congress

Minnesota's eight congressional districts are up for election this year. Incumbents are running in all but one district, with Democrat Angie Craig and Republican Jason Lewis running to replace retiring Congressman John Kline in the Second Congressional District, which includes some of the southern Twin Cities suburbs and a generous swath of southern Minnesota.

Constitutional Amendment

An amendment may be added to the state constitution, as voters across Minnesota will decide if a citizen council should be the authority on designating state legislative salaries. Current state law requires the legislature to approve its own salary changes, which hasn't happened since 1999. Legislators make roughly \$30,000 per year, and this has been cited as a barrier to recruiting and retaining the best people

for the positions. Voters should note that when they vote on the constitutional amendment, leaving the question blank on the ballot is counted as a "No" vote.

State Supreme Court

The Minnesota Supreme Court has a vacancy, meaning voters will decide who will be the newest State Supreme Court Justice.

Voters can view their ballot using the [Secretary of State's My Ballot](#) online tool.

Questions about how to vote early via absentee ballot? Review the [Secretary of State's guide to in-person absentee voting](#).

Questions about what you will need on Election Day if you are not yet registered to vote? Check the [Secretary of State's guide to same-day voter registration](#).

Governor Creates Council on Law Enforcement and Community Relations

Gov. Dayton recently released an Executive Order establishing the Governor's Council on Law Enforcement and Community Relations. The council will be tasked with identifying strategies to improve the relationship between Minnesota communities and law enforcement officers. The work will include reviewing best practices and recommending specific reforms to the governor and legislature to consider for statutory and administrative rule changes. The preliminary recommendations will be delivered to the legislature and Gov. Dayton by February 15, 2017, with the final report presented on June 30, 2017.



November 9, 2016

The 2016 Election Recap

The 2016 election season has come to a close. While there will be nationwide implications from what happened last night, this update will focus on state level results here in Minnesota. For the first time since 2004, there was no statewide race anchoring the top of the ballot —no governor, United States senator or constitutional officer up for election. With the conclusion of the 2016 election, state government is now decided for the next two years. Gov. Mark Dayton will finish out the last two years of his term before Minnesotans decide on a new governor and vote on all 134 members of the House of Representatives in 2018.

The Minnesota Legislature

State House

All 201 legislative seats were up for election this year, with 134 representative districts and 67 senate districts deciding their representation at the capitol in St. Paul. Before the election, Republicans controlled the House of Representatives by a margin of 73 to 61; they improved that margin last night by picking up four more seats to put the Republican majority at 77 members to 57 Democrats. The 2017 session will start with only 133 members of the House due to a special elec-

tion scheduled to take place in February of 2017 to replace outgoing Rep. Bob Barrett (R-Taylors Falls). The House is up for election every two years, so all 134 members will be on the ballot in 2018.

[View the complete House of Representatives election results.](#)

State Senate

Before the election, Democrats controlled the State Senate with a majority of 39 seats to 28 for the Republicans. The Senate Republicans needed six seats to take control of the chamber — and they picked up exactly that number. The Senate will now be controlled by Republicans with a majority of 34 to 33. The Senate will be up for election in 2020, meaning the Senate Republicans will maintain a narrow majority for the next four years.

[View the complete State Senate election results.](#)

Recounts?

The state will likely see at least one recount of a legislative district. State law requires a recount in legislative races if the difference is below one-half of one-percent. More information will be revealed on those races over the next few days.

They said it:

"To me, the election is like the Super Bowl and World Series combined."

– Minnesota Secretary of State Steve Simon

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Directory of Minnesota House of Representatives

A directory of the 2017-2018 House of Representatives is expected to be available on the House website at www.house.mn late on the afternoon of Nov. 9 from the House Public Information Office. Hard copies should be available late in the day on Nov. 10 in room 175 State Office Building. The 2016 Election Directory will feature some biographical and contact information for the members-elect.

What's Next?

Leadership Elections

Over the next few days or weeks, the Democratic and Republican parties will appoint their leadership for the upcoming biennium. Due to Senate Minority Leader David Hann (R-Eden Prairie) losing his reelection bid, the Senate Republicans will decide on a member of their caucus to serve as the Senate Majority Leader, while Speaker of the House Kurt Daudt (R-Crown) will almost certainly retain his position in the House. Democrats in the House and Senate will follow suit when they decide their minority leaders. Currently Sen. Tom Bakk (DFL-Cook) is the Majority Leader in the Senate and Rep. Paul Thissen (DFL-Minneapolis) is the Minority Leader in the House. Both members won reelection last night. While they currently hold those leadership positions in their respective caucuses, the leadership for 2017 is still to be determined.

Committee Structure

Before the start of the next session on Tuesday, January 3, 2017, House and Senate Republicans will decide on the

committee structure for the biennium, followed by appointing chairs to each committee. Once the committees have been established, both the Republicans and Democrats will determine which of their members will serve as their party's representatives.

Constitutional Amendment and Supreme Court

Two other issues on every ballot across the state were a constitutional amendment to appoint a citizen-led commission to decide legislator pay and the election of one of Minnesota's Supreme Court Justices.

Almost 3 million Minnesotans voted on a measure that would amend the Minnesota Constitution to remove legislators' ability to control their own pay, creating a private citizen council that would decide their salaries. The measure passed with 76 percent of the vote, meaning the constitution will be amended.

Last year, Natalie Hudson was appointed as an interim Justice to the State Supreme Court when Justice Alan Page reached the state's mandatory retirement age and stepped down from the bench. She was elected to continue to serve on the court for the next six years, receiving 58 percent of the vote.



November 11, 2016

Legislative Leadership Appointments

With the 2016 elections in the rearview mirror, the new and returning members of the legislature met yesterday to elect their leaders for the 2017-2018 legislative session. The two parties in each chamber get together for a private meeting where they decide who their leadership will be. On Thursday, November 10, the leadership appointments for both chambers were announced.

The State Senate majority has changed, with Republicans picking up the six seats they needed to capture a slim majority of 34-33. Traditionally, whoever is serving as the Minority Leader will assume the position of Majority Leader — but Senate Minority Leader David Hann (R-Eden Prairie) failed to win re-election to his fifth term. That resulted in an hours-long caucus meeting yesterday where the new Republican majority ultimately nominated Sen. Paul Gazelka (R-Nisswa) as the new Senate Majority Leader. Sen. Gazelka was first elected to the House for one term in 1994, decided to run for the Senate in 2010, and has now been re-elected to his third term. Sen. Michelle Fischbach

(R-Paynesville), currently serving her eighth term, has been elected to serve as the new President of the Senate. Sen. Tom Bakk (DFL-Cook) has been elected by the Senate Democrats to serve as the Senate Minority Leader, after serving the past four years as the Majority Leader. Bakk was the Senate Minority Leader in the 2011 and 2012 sessions, when the Republicans held the majority.

While Senate members were grappling with the changes for the next biennium, the House of Representatives maintained the same majority and minority parties. Rep. Kurt Daudt (R-Crown) was re-elected and will resume his role as Speaker of the House, as will House Majority Leader Joyce Peppin (R-Rogers). With the failure of House Democrats to gain any ground on the majority party, they decided to elect new leadership for the upcoming biennium. Rep. Melissa Hortman (DFL-Brooklyn Park) will serve as the House Minority Leader, having just been re-elected to serve her seventh term. Rep. Hortman will replace outgoing Minority Leader Paul Thissen (DFL-Minneapolis) once session begins on January 3.

They said it:

"We're going to have to figure out a way to work together at some level. We're going to work with the governor. We're going to work with the House, and we're going to do good things for Minnesota."

– Sen. Paul Gazelka, Senate Majority Leader-Elect

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Confirmed Recounts

State law stipulates that a publicly-funded recount may occur if the margin of difference between the two candidates is less than .5 percent. In Minnesota two such State Senate races qualify for the recount process. In Senate District 14 (St. Cloud and surrounding area), Republican candidate Jerry Relph defeated Democrat Dan Wolgamott by 142 votes, meaning there will be a recount. In Senate District 44 (Plymouth and Minnetonka), Republican candidate Paul Anderson

narrowly defeated Democratic candidate Deb Calvert by 201 votes, which means that there will be a recount. Secretary of State Steve Simon said that the recount process will occur near the end of November or early December and will likely take two to three days to complete. Senate Republicans must retain both Senate seats in order to head into the 2017 session with majorities in both chambers.



2016 League of Minnesota Cities and Metro Cities Metro Regional Meeting Agenda

November 30
Embassy Suites
Brooklyn Center

11 a.m. - 1 p.m. Registration Open

11:30 a.m.

Metropolitan Area Management Association
(MAMA) Luncheon

Police-Community Relations How Can City Leaders Help Build a Culture to Address the Issues We Face in Law Enforcement Today?

*Paul Schnell, Public Safety Director/Police Chief,
City of Maplewood*

PLEASE NOTE: You must RSVP to attend this luncheon by
contacting Laurie Jennings at Laurie@MetroCitiesMN.org or
(651) 215-4004. A separate fee of \$20 applies.

1 p.m.

Welcome and Remarks from LMC Executive
Director Dave Unmacht and Metro Cities
Executive Director Patricia Nauman

1:30 p.m.

Tough Issues, Difficult People Tools for Changing the Conversation

The number of really hard issues our
cities face only seems to increase—and
all of us have worked with colleagues,
co-workers, and community members
who can be...well...a challenge! Whether
in a group or one on one, how do you
keep conversations civilized and interact
effectively with people who are angry,
frustrated, confused, and sometimes
unreasonable? LMC staff will lead an
interactive discussion on personal
strategies for diffusing anger and having
more constructive interactions. We'll also
talk about how to convene and engage
residents and other stakeholders in six
conversations to empower them to be
part of building stronger, vibrant, and
more inclusive communities.

2:30 p.m.

Elections Update with Secretary of State Steve Simon

Minnesota is known for its civic culture, well-run elections,
and some of the highest rates of voter participation in the
country. Hear from Minnesota's Secretary of State Steve Simon
about the work he is doing to help return Minnesota to number
one in voter turnout this November and why engaging local
election administrators, elected officials, candidates and voters
is critical to success. Plus, learn about recent election law
changes of interest to cities and what election-related issues
will be up for discussion during the 2017 session.

3:30 p.m.

Political Forecast

The Impact of 2016 Election Outcomes on City Priorities

The 2016 election results are in! Hear from political journalist
Peter Callaghan from MinnPost about the recent elections and
how they will influence Minnesota's political landscape and the
issues that matter most to cities.

\$45 per person
REGISTER NOW!
lmc.org/16RM

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4:30 p.m.

Remarks from
Metro Cities President
Anne Mavity and LMC
President Rhonda Pownell

4:45 p.m.

Metro Cities Policy
Adoption Meeting

5:45 p.m.

Social Hour
Network with colleagues
while enjoying a cash bar
and heavy hors d'oeuvres.

6:30 p.m.

Adjourn

2016 Metro Meeting

November 30
Embassy Suites
Brooklyn Center

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Through Conversation

2016 REGIONAL MEETINGS

Daniel Buchholz
City of Spring Lake Park
1301 81st Ave NE
Spring Lake Park, MN 55432-2188



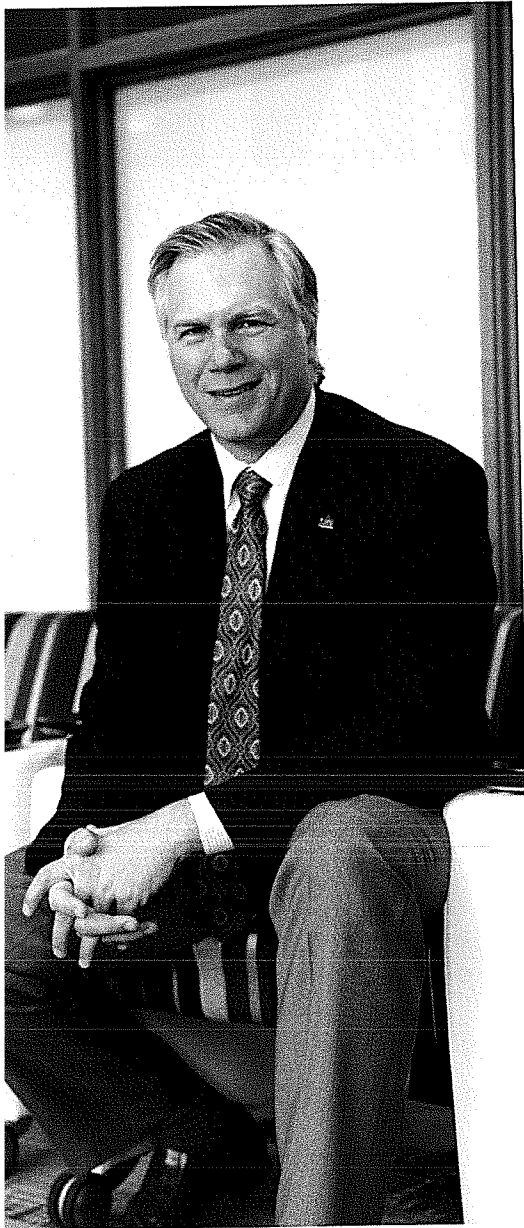
THE PIPELINE

FALL 2016



LANDMARK PROJECT ANCHORS
CHAMPLIN TO THE MISSISSIPPI | 3





A Message from Bret

Change!

This is a word that seems to strike fear into the hearts of most people, as it requires them to step outside of their comfort zone and subject themselves to some risk. Interestingly, change is what our industry is all about. We may be repetitive in the activities that we perform on projects, but the projects we work on are changing the environment we live in. How lucky are we that we are involved in making the world a better place? Personally, I love change — probably for the way it makes me feel inside. Change causes me anxiety like most people, but the challenge it offers to raise my heart rate, get my blood pumping, and engage my brain is exhilarating!

Minnesota-based corporation 3M employs the 30% rule. Each division of the corporation must have 30% of its revenue generated by products that have been developed over the past four years. That is not just a recipe for change, but it's one for spurring innovation! It is not surprising that 3M continues to be innovative and successful in our ever-changing world. While this is an effective model for business success, it is also a sure way to keep staff members engaged and feeling empowered to impact their company. There is no question in my mind that this philosophy can be implemented in different ways in all organizations. We haven't subjected our team to that type of expectation, but through our Intrapreneurial Program we challenge our staff to innovate and create change. Our staff submits 20-40 new ideas each year, of which 5-10 actually make it to implementation. Our staff members own these ideas, which allows them to learn leadership, operation, and marketing skills while pursuing their idea. Not all the articles in this issue of The Pipeline are related to new ideas, but each one incorporates a philosophy of improvement and innovation.

We are very excited about the projects and services that we discuss in this issue of The Pipeline. The Elm Creek Dam in Champlin is an amazing project, both

from the complexity of the design and construction, to the innovation and creativity that was encouraged by the city to make it a signature project for its residents. It is truly a beautiful structure that serves an important function for the city.

Our visualization capabilities are expanding daily and are a game changer for our clients as we assist with designing and advocating for interesting design features or projects. There is no question that our society has become more active in public projects and the livability of infrastructure. Our team is able to reduce opposition and improve the final product through visualization techniques in a very cost-effective manner.

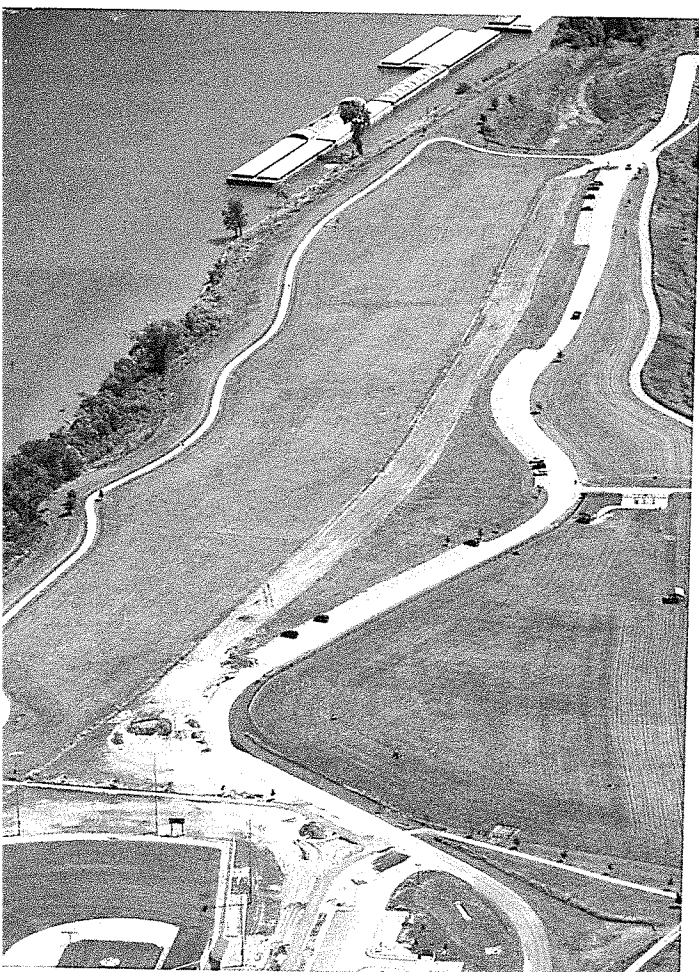
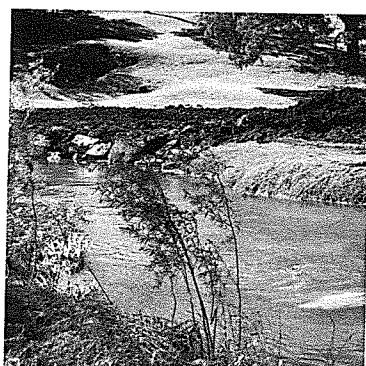
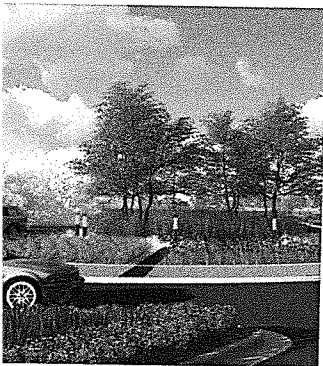
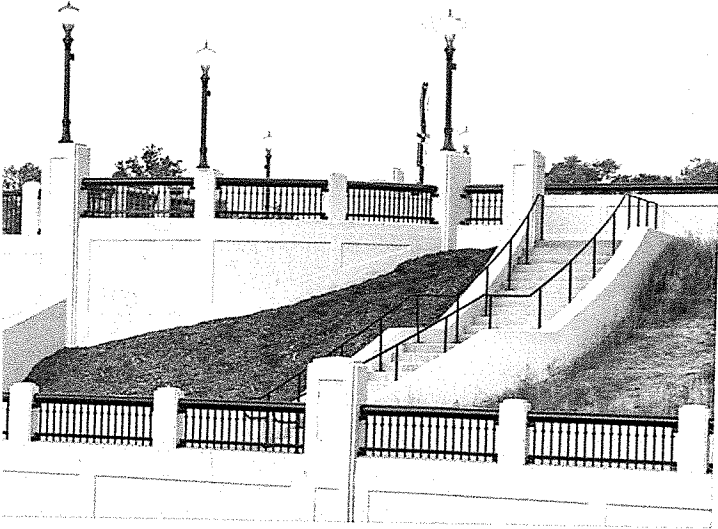
You will also get an introduction to our geohazard services. We have invested in a geomorphology group that is second to none in evaluating and addressing possible threats to our infrastructure systems from naturally occurring events. It is important to be aware of what risks exist, and what simple solutions we can put in place to protect our infrastructure and communities from these potential problems. I like this emerging field because it is proactive and not reactive. Please give our geomorphologist, Jen, a call to talk about how we can develop a plan that is specific to your concerns.

There are several other great articles and industry information on WSB that we hope you enjoy. I can assure you that WSB is not standing still and is changing for the better each day. Thanks for allowing us to work on great projects on your behalf. We are growing and improving because of you!

Enjoy our beautiful fall!

Be your best!

Bret Weiss, PE - President/CEO



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Reconstruction of the historically significant Elm Creek Dam paves the way for additional improvements along the Mississippi River.

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Visualization provides countless benefits to improve collaboration on and acceptance of projects.

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Degraded stream ecosystems are returned to healthy wildlife habitats.

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Former landfill site is transformed into a community recreational space, providing access to the Mississippi River and Dakota County Regional Trail.

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Identifying and managing infrastructure risk can be a cost-saving solution.

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Landmark Project Anchors Champlin to the Mississippi

When it comes to the history of small dams in Minnesota, there's been a lot of water over the weir. Many of these older dams marked early commercial ventures, often flour mills, and dozens of them are overdue for reconstruction.

The 80-year-old Elm Creek Dam in the City of Champlin — built on a site that had housed a flour mill since 1880 — was no exception. Reconstructed in 1936 through President Franklin D. Roosevelt's Federal Works Progress Administration (WPA), it was identified by the Minnesota Department of Natural Resources (DNR) as hazardous and in need of replacement. Never built to accommodate 100-year flood flows, the concrete and earth dam contributed to area flooding and also posed safety concerns: city crews were required to manually adjust the weir height during high water each spring, and a trail on top of the dam was closed to the public after it was deemed hazardous.

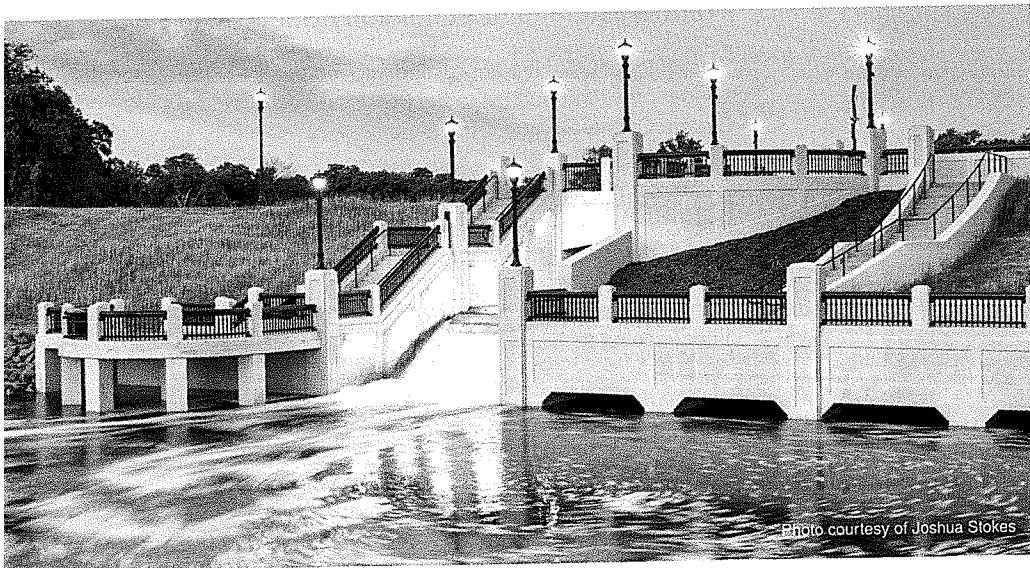
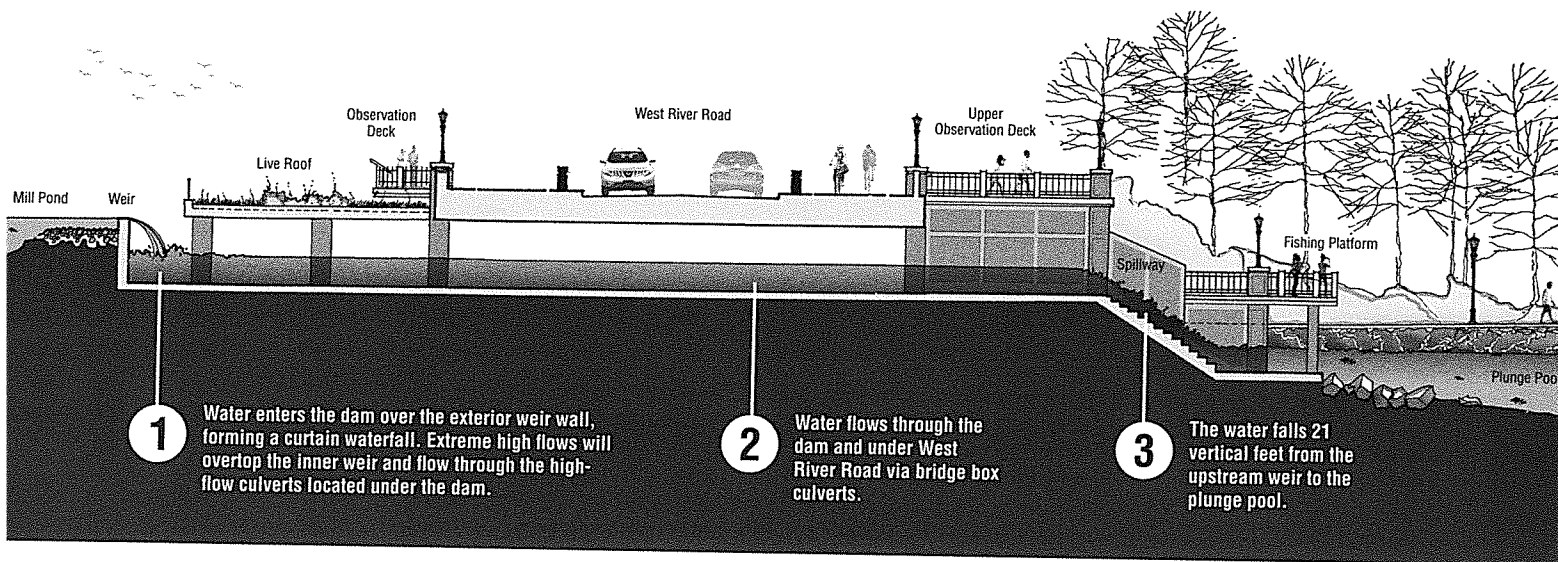


Photo courtesy of Joshua Stokes



OVERCOMING THE OBSTACLES

The first project hurdle was to establish ownership. It is not uncommon that small, aging dams have no firm record of ownership, it being lost to history. Another significant challenge was to find funding for the project.

The city decided to take responsibility for the structure after financial commitments were made for the dam's replacement by each of the funding partners, including the City of Champlin, Hennepin County, DNR, Elm Creek Watershed District, and the West Mississippi Watershed District. Ultimately, the state legislature appropriated \$2.75 million for the \$7 million project as part of the 2014 bonding bill.

INCORPORATING THE OLD WITH THE NEW

Throughout the planning and design process, WSB and city staff conducted dozens of public meetings to gain feedback on the way the historically significant dam and public access areas would look. Comments on the design were incorporated into subsequent architectural renderings and, ultimately, the design decision to invoke the iconic architectural styling of the 1930s.

An increase in the dam's hydraulic capacity was required to accommodate the 100-year flow event and reduce flood elevations upstream. Rather than widen the narrow spillway significantly, which would have changed the dam's appearance, an additional upstream spillway was designed to convey higher flows through concrete box culverts hidden underground.

The new, primary spillway replicates the stair-step design of the original WPA structure, where water cascaded down the steps, and an arch over the outfall brings to mind the classic lines of historic arched bridges. Concrete walls incorporate recessed paneling for interest and the concrete piers feature decorative metal fencing. The fishing pier also allows the dam to remain a popular fishing spot for residents.

INNOVATIVE TECHNIQUES PROVIDE RELIEF

In the end, the final hydraulic design lowered the 100-year flood elevation by 2 feet and removed 60 acres from the floodplain, including public streets and residences, saving those homeowners the high costs of flood insurance.

A drawdown pipe with a gate located upstream will also make it possible to lower the pool elevation during the winter. This will aid stormwater treatment and help meet the city's water quality goals for the Mill Pond, located upstream. Lowering water levels will help consolidate the nutrient-rich sediments deposited there, freeze out some of the nuisance rooted plants that have been problematic, and allow for the restoration of aquatic vegetation. Fish habitat also has been improved through bank stabilization of Elm Creek.

PART OF A LARGER PLAN

The Elm Creek Dam reconstruction is the first part of a multi-year project aimed at restoring Elm Creek and the Mill Pond. The project will work to improve habitat, water quality, and flood control along the Mississippi River in Champlin.

With the reconnection of the Mississippi River Trail Bikeway, new plans are underway for additional recreational amenities. The city is now working on schematic designs for improvements to Chandler Park to the south of the dam, as well as a design for the development of Mississippi Point Park to the north.

The Elm Creek Dam is now firmly anchored as an area landmark and plays an important role in enhancing access to recreational opportunities in the area.

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Four Ways Visualization Can Improve a Project

Visualization is a vital form of communication throughout a design process. It provides more benefits than just "painting a pretty picture" of a project.

Designers and engineers frequently work on complicated, detailed projects that can be challenging to interpret, or even appreciate, through traditional construction documentation or two-dimensional plans and cross sections. With today's visualization tools, we can help people better understand how a completed project will look and feel, which is proving to be extremely valuable. The following are four ways visualization can help successfully improve your projects.

1 Decision-making Tool

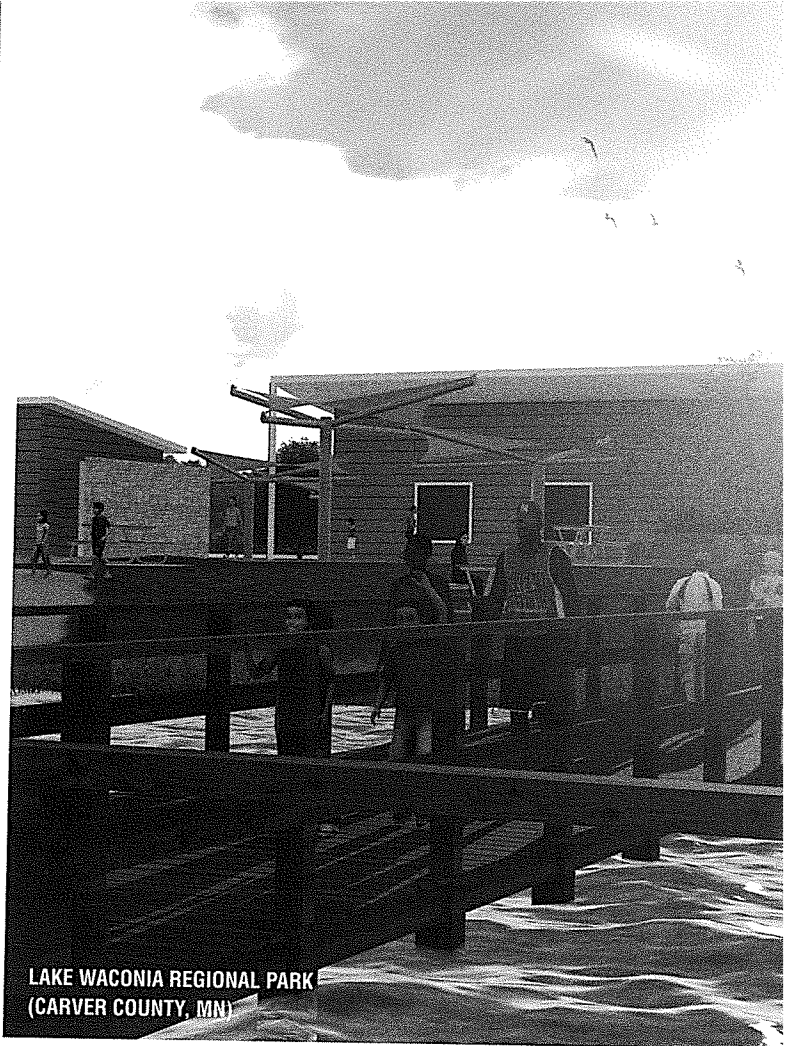
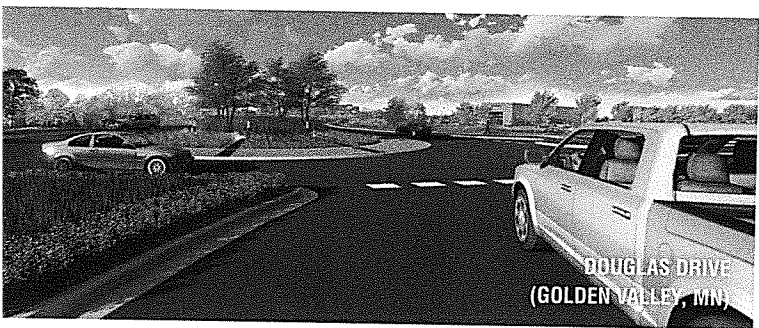
Project visioning and the design process are rarely linear. Designers and engineers make thousands of decisions throughout a project. WSB's visualization specialists create renderings (two-, three-, and four-dimensional) and virtual reality environments to help vet ideas and make better, more informed design decisions.

These visualizations allow our designers and engineers to evaluate decisions and make adjustments early in the design process, saving time and minimizing impacts to the project budget.

2 Public Engagement

Including visualizations at events such as open houses or stakeholder meetings can help gain consensus and address design issues early in the process.

As public engagement becomes increasingly important for the success of a project, WSB's visualization specialists help bridge the communication gap between designers and the public. We find when high-quality renderings are used early in the engagement process, excitement and buzz are often generated for the project. Allowing someone the opportunity to fully understand the improvements can also help negate opposition.



3 Stakeholder Consensus

Projects often involve many stakeholders who all have a personal interest in the outcome. Visualizations can help everyone involved better understand the impacts of design decisions and create a more cohesive and positive outcome.

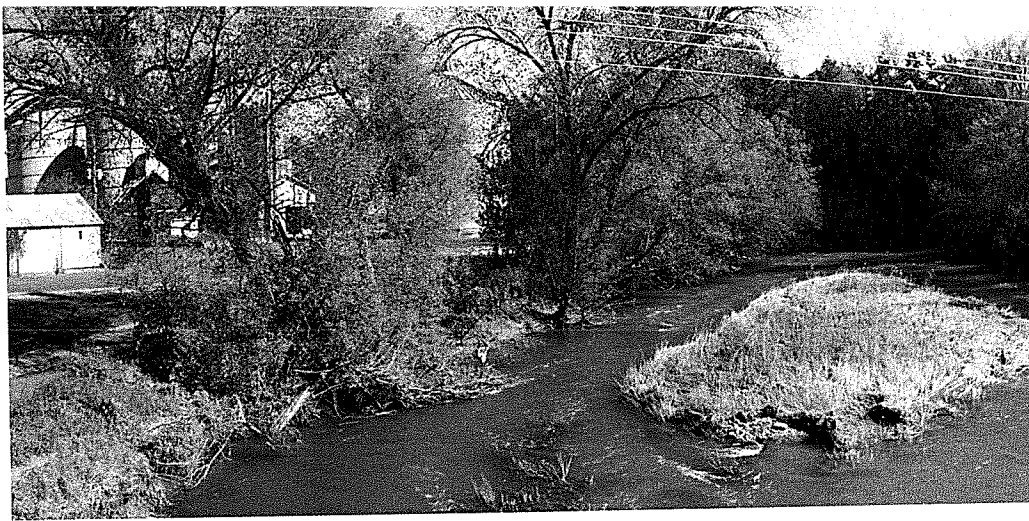
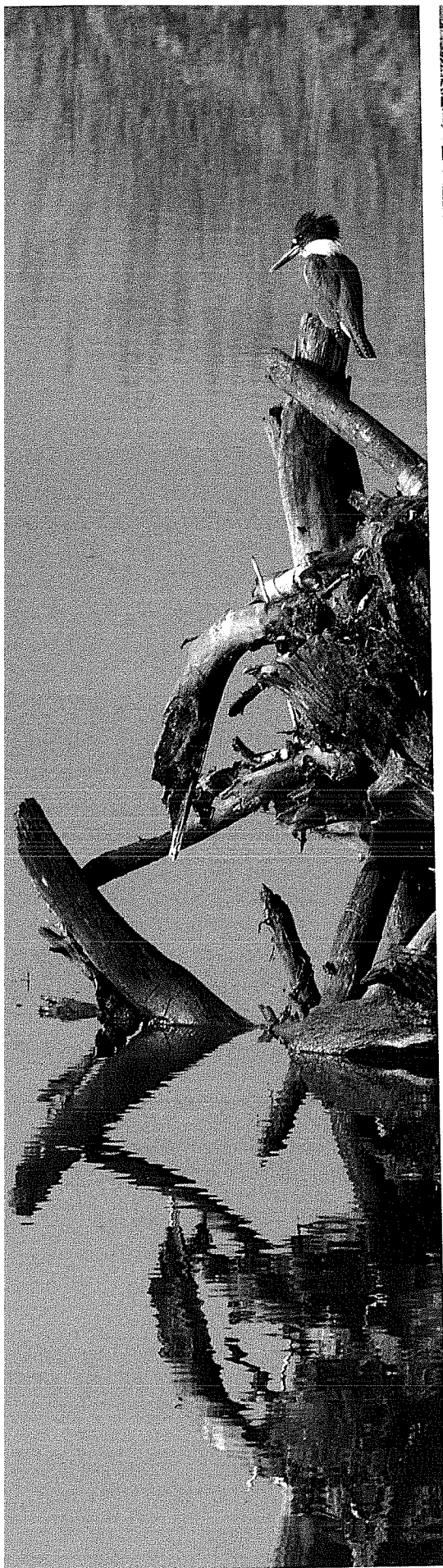
WSB recently incorporated virtual reality headsets to evaluate the preliminary design of the West 37th Street Bridge reconstruction in St. Louis Park. Like many projects, time was of the essence and many decisions needed to be vetted by multiple stakeholders in a short amount of time. Computer-generated models were built to help communicate all the stakeholders' design priorities and develop a cohesive design that met everyone's needs. A virtual reality environment from the perspective of a kayaker was also generated to communicate the design from a unique angle.

4 Funding Opportunities

Visualizations can be used as marketing materials to obtain private donations, grants, and other funding sources. They can also help leverage economic development opportunities.

Visualization techniques can be extremely powerful tools and can be essential to solidifying policymaker confidence in a shared vision, achieving stakeholder consensus, and expediting collaboration between organizations and funding sources. In the years to come, visualizations will allow us to continually find ways to advance and improve projects and enhance our collaborative designs.

Samantha McKinney - Visualization Specialist
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Stream Restoration Recovers Important Wildlife Habitat

Over the past century, Minnesota's 90,000 miles of rivers and streams have suffered from degradation due to human and natural disturbances. Various land use changes, including agriculture and urban area stormwater, contribute significantly to increases in suspended sediments in watersheds. These sediments transport phosphorus and other harmful nutrients, reduce water quality, and destroy aquatic habitats. Sediment deposits, scour, and bank damage caused by flooding also destroy important habitat features, leading to a decline in fish and other native populations.

A stream's health is determined by various factors, including the shape, flow, connectivity, biology, and water quality of the stream. It is essential to understand each element of these complex systems in order to successfully complete restoration projects. These factors create diverse habitats, which encourage diverse fish, amphibian, mussel, invertebrate, and plant communities to thrive in Minnesota's streams and rivers.

HOW DO WE RESTORE DEGRADED STREAMS?

Throughout Minnesota, there has been a large effort to promote stream habitat restoration — returning degraded ecosystems to a stable, healthy condition. The Minnesota Department of Natural Resources (DNR) completes yearly monitoring and stream assessments

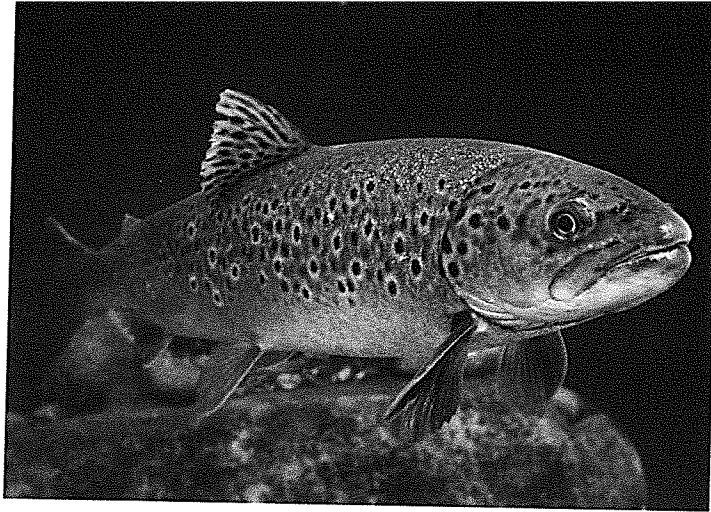
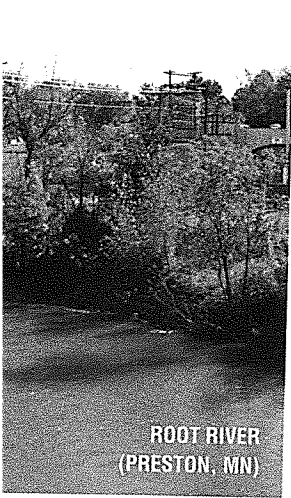
throughout Minnesota to determine which streams require habitat restoration to improve declining fish populations.

After the impaired stream habitats are identified, the restoration design process begins with a thorough assessment of existing physical and ecological factors in the watershed and stream. The assessment and site analysis includes a combination of the Rosgen assessment (a river classification system), hydrologic analysis, and geotechnical investigations in order to define effective methods to reduce the erosion and sedimentation responsible for stream degradation.

The details from the site analysis are supplemented with knowledge of the watershed conditions and stream conditions favorable to warm and cold water ecosystems in order to design a habitat that will reconnect the stream to the floodplain.

INCORPORATING IMPORTANT HABITAT FEATURES

Suitable overhead cover, feeding lines, spawning beds, and non-game habitat are also essential components in designing and creating an instream habitat. Designing stable banks and long-lasting habitat features requires flexibility in use of materials (ranging from wood to rock structures) and appropriate stream profiles and water depths. These features provide the stabilization necessary for ecological success.



Every habitat feature can affect the various wildlife species present in a stream or river. Each can play a vital role in the success or failure of a species. For example, anchored or partially submerged logs provide a safe place where turtles can bask to regulate their body temperatures. A manmade rock den, or hibernaculum, gives snakes a place to spend the winter safely. Shallow backwater refuges located next to a stream create habitats for amphibians and reptiles, and flat areas of mud or sand with low vegetation support aquatic invertebrates and frogs. For some birds, perches over water and dead trees are necessary features, as well as vertical earth banks where kingfishers and swallows make their nests in holes. Invasive plant species are removed and replaced with desirable plants, since the root systems of some invasive plant species tend to displace native plants, whose finer root systems retain soil more effectively.

SUCCESSFUL RESTORATIONS ARE UNDERWAY

WSB's restoration experts have extensive experience restoring stream habitats throughout the state. Our approach incorporates techniques that improve degraded geomorphic channel conditions and riparian habitat features in order to increase fish species abundance, natural reproduction, instream biomass, and diversity. Floodplains are also reconnected to dissipate stream velocity and destructive conditions within the stream channel.

WSB's experts recently completed design work on plans for 1.5 miles of stream habitat restoration on the Root River, one of Minnesota's premier trout streams and a destination for recreation seekers. Situated in the City of Preston, a funding partner, the \$700,000 project is the first such endeavor funded by the DNR and Minnesota Trout Unlimited (MNTU) that is located entirely within an urban area. Flood events and nutrient-rich runoff from upstream pollution have degraded the stream in an area where bike trails abound and river tubing is popular.

In cooperation with the City of Preston, DNR, and MNTU, WSB was awarded a Lessard-Sams Outdoor Heritage Council grant to aid in the completion of the restoration project, which involves providing areas of cover for desirable fish species. Redirecting the main flow back into the center of the channel will provide the instream deeper holes desired by fish populations, while additional woody habitat and instream rocks will increase cover for fish species.

The habitat restoration project does have some challenges. Private residential lots run right up to the river, and the project's long-term success is tied at least in part to how property owners use the stream bank in the future. Partnerships with private landowners, the city, DNR, MNTU, National Trout Unlimited, and citizen groups will help work toward coordinating management awareness of ecological and water resources, as well as implementing

agricultural practices that improve water quality. Construction is scheduled to begin in 2017.

Each stream restoration project is different, and should be approached that way. Some projects target the return of certain fish species populations, while others focus on the restoration of non-fish habitat features or on restoring floodplains to give floodwaters a place to collect. By understanding the characteristics and challenges of each stream, as well as the goals for restoration and potential uses, we can gradually work to restore the state's streams and rivers.

Luke Lunde, PSS, PSC - Professional Soil Scientist/
Sr. Environmental Scientist
llunde@wsbeng.com

WSB's environmental specialists work with municipalities, MNTU, DNR, watershed districts, and counties to perform preliminary stream assessment work, prepare grant requests, develop design plans, and prepare cost estimates for habitat restoration projects throughout Minnesota.



KAPOSIA LANDING LOOKING SOUTH

From Wasteland to Community Gathering Place

In the 1960s, the former American Hoist & Derrick Company property located on the west bank of the Mississippi River in South St. Paul was used for waste disposal by various demolition contractors. As a result of the disposal activities that continued through 1985, the site accumulated approximately 3.5 million cubic yards of waste, covering approximately 75 acres and ranging from 12 to 24 feet in thickness.

In 2000, the City of South St. Paul acquired the 87-acre property with the intention to transform the former landfill into a public park space, and initial improvements to the site started in subsequent years. The Dakota County Regional Trail opened for public use along the riverfront, creating new recreational opportunities along the river. A vehicular bridge was also constructed at Bryant Avenue to provide access to the site for future development. Funding to cap the site and stabilize 5,000 feet of Mississippi River shoreline was later secured through state bonding bills in 2004 and 2006.

During that time, a number of different redevelopment concepts were presented to the city, including a golf course and harness racing track. However, it wasn't until 2005 that the city was able to confidently select a solution that would best meet the needs of the community and its future.

Despite agreeing on a solution, additional funding needed be secured to complete the remaining park development according to the adopted park master plan. So, in 2012, the city began discussing a future voter-approved referendum in hopes that it would allow for completion of Phase 1 of the master plan. Following an extensive community engagement process, a 2014 citywide referendum indicated widespread voter support for the project.

Construction of Phase 1 began in spring 2015. Areas where unstable soils or inadequate cover material were found had to be excavated and backfilled with clean, imported material from pre-approved borrow sites. A Response Action Plan/Construction Contingency Plan and Emission Control Plan were developed for Minnesota Pollution Control Agency approval to manage solid waste, hazardous waste, and asbestos-containing waste material that could be impacted during redevelopment of the site. Construction of the improvements — including the concession building and parts of the parking lot — continued through the winter and spring 2016 in order to keep the project on schedule.

As part of the redevelopment, the former demolition landfill was renamed Kaposia Landing after an American Indian tribe that settled on the site many years before. The new site now has five lighted ball fields — including four softball fields and a baseball field — as well as a concession/public restroom facility and associated parking.

The existing roadway that entered the park was extended to the new parking lot that serves the ballfields, trail systems, and dog park. The roadway was renamed Metzen Parkway in honor of the late Sen.

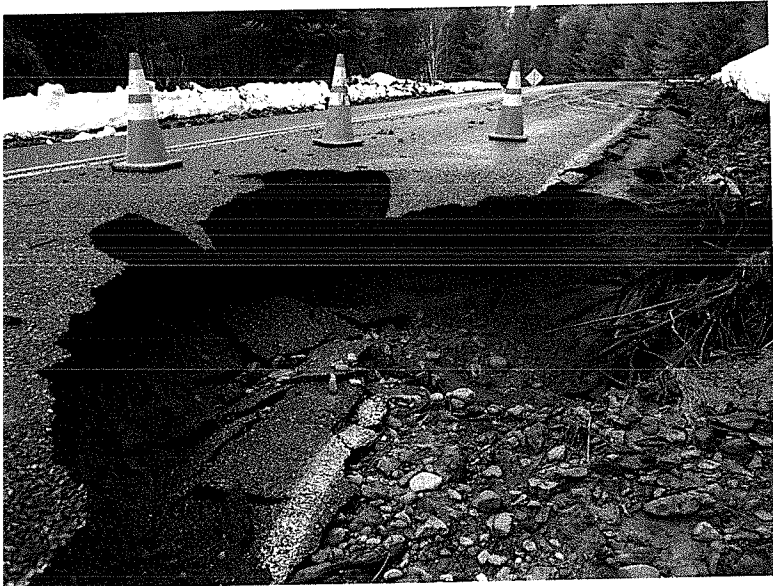


James Metzen, who represented the City of South St. Paul for more than four decades and was instrumental in securing funding for the capping of the disposal site.

If funding becomes available, Phase 2 will include an outdoor shelter that will also serve as a performing arts pavilion, a destination playground structure, picnicking areas, overlooks, and an expansion of the 6-acre off-leash dog park initially constructed in 2008.

Although a former landfill might not appear to be the ideal place to build a park or recreational area, these abandoned spaces can provide the perfect location for a community gathering place. The unusable demolition landfill on the riverfront has been transformed into a beautiful and vibrant public space that residents can visit along the Mississippi River for years to come.

Robert Slipka, RLA - Senior Landscape Architect
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Managing Geohazard Risk Through Integrity Management

Recently, the Twin Cities metro area has experienced an increase in the number of slope failures that have significantly impacted infrastructure and property. In 2014, the slope along West River Parkway in Minneapolis failed after 11 inches of rainfall fell in a two-day period. Repairs to the frequently traveled road and recreational trail were finally completed in 2016 and cost approximately \$5.6 million. Costly repairs such as this are now prompting conversations about how to mitigate and even prevent these events from happening in the future.

Infrastructure systems, like energy product pipelines, municipal sanitary sewers, and utility corridors, often intersect challenging landscapes that may negatively impact their integrity. Unstable slopes, earthquakes, and landslides are a few examples of environmental hazards that can affect infrastructure. Through geomorphology, the science of landscape evolution and function, we can better understand the natural processes that result in risks to infrastructure. Geomorphology can provide a framework for understanding why a specific process is occurring in a given location.

Geohazard risks include flooding, excessive precipitation, slope failures, and freeze/thaw cycles, to name a few. Each risk often has interacting effects that can intensify individual risks. For instance, a flooded river channel can erode the toe of a slope, causing instability and failure. Add in human-induced risks — such as removing vegetation from a slope or installing riprap on channel banks upstream of a pipeline water crossing — and these risks become even more complex to manage. Geohazards are complex and costly; therefore, an effective management program is essential in mitigating geohazard risks.

WSB's geohazard specialists approach risk management using, at a minimum, the following five basic steps:

01 Identification

We first begin by identifying specific geohazard risks. Preliminary risk categories can then be assigned to each geohazard risk to guide further assessment.

02 Assessment

Our specialists will perform a field assessment that provides a baseline characterization of each location and an understanding of how future natural events (heavy precipitation, for example) will affect the infrastructure system at that location. At the end of steps 1 and 2, a complete understanding of the baseline geomorphology of each location studied should be evident. This baseline drives the decision-making process for the following two steps and informs risk management moving forward.

03 Risk Estimation

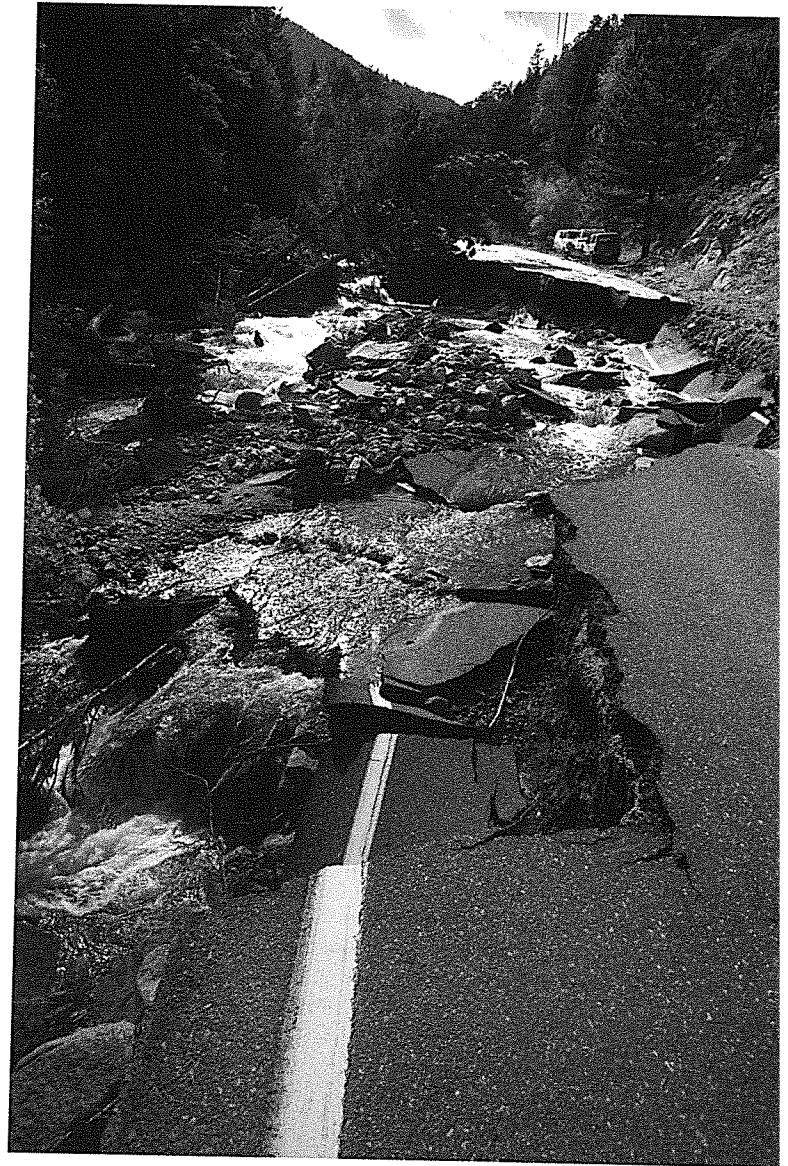
Our risk estimation and analysis incorporate the information gathered from steps 1 and 2 into a measure of risk. Typical methods result in a risk matrix or risk index. These tools drive future management of each geohazard risk, as well as long-term monitoring schedules for each location.

04 Mitigation

Should mitigation measures be necessary (e.g. exposed pipelines, active erosion undercutting a road, moving slopes, etc.), the baseline characterization completed in steps 1 and 2 will provide guidance in designing the mitigation plan.

05 Long-term Monitoring

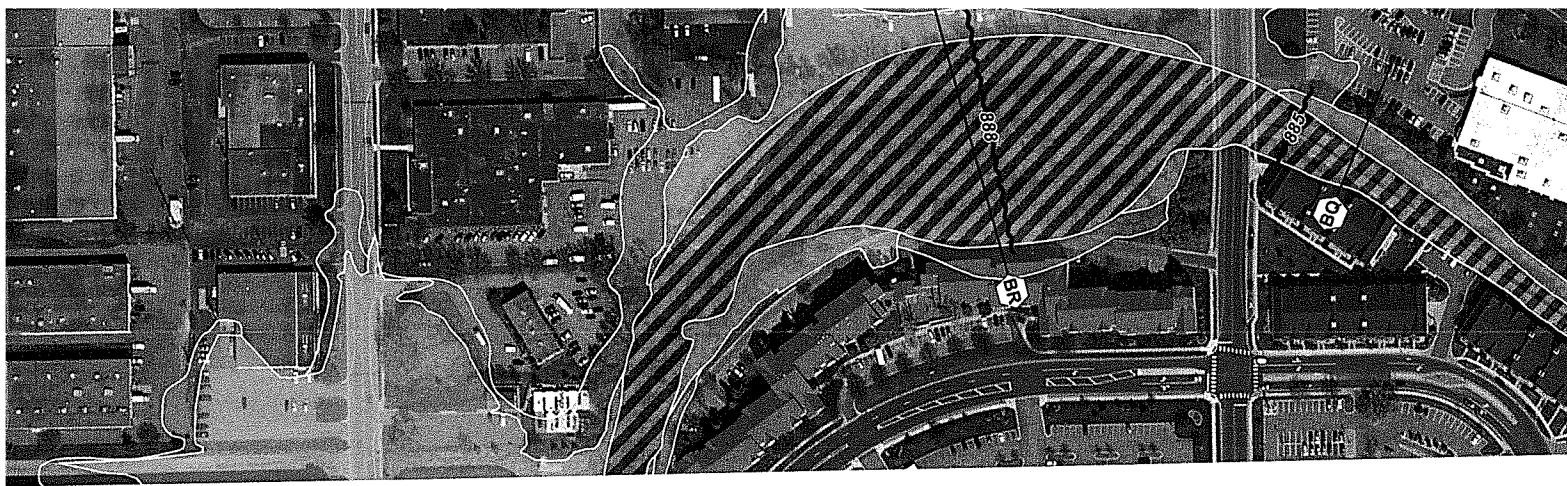
Long-term monitoring is necessary for pipeline operators to meet the requirements of regulatory guidance (PHSMA, 2016), and is desirable for municipalities to effectively manage geohazard risks.



The outcome of this five-step analysis is a set of risk factors that pipeline operators, city planners, engineers, and transportation officials can use to prioritize capital spending in a non-biased way, proactively estimate capital budgets, manage interim risks, and more accurately define maintenance budgets.

Effectively managing geohazards is not always an easy task. It requires a good geomorphic framework to understand why natural processes are occurring at a given location, a good data set that informs that framework, and an effective method for incorporating that knowledge into a risk estimation and management system. Yet, when you establish an evidence-based, data-supported management plan, you can protect your communities from unforeseen damage and costly repairs.

Jen Holmstadt - Sr. Project Manager/Geomorphologist
jholmstadt@wsbeng.com



Industry News

Comprehensive Plan Updates

Every community within the Twin Cities metropolitan area (counties, cities, and townships) is required to complete a 2040 comprehensive plan update that addresses growth and redevelopment. Since communities are required to complete a six-month adjacent community review before submitting to the Metropolitan Council, draft plans need to be completed no later than June 2018, only 20 months away.

The Metropolitan Council has established a series of important requirements for each city's comprehensive plan. To help every community complete its plans effectively, the Council also created a Local Planning Handbook to help guide the process. This resource can be located at <http://metro council.org/Handbook.aspx>. On the site, a Community Page is available for each community and includes a customized checklist of individual requirements, examples from other communities' plans, and training assistance through the Metropolitan Council's PlanIt webinars.

This exciting and important opportunity provides each community a chance to interact with residents to discuss the vision for the entire community outside the month-to-month review of development or redevelopment. Take advantage of this time to develop a vision that will enhance and grow your community to be the best it can be!

For more information about the new comprehensive plan updates or how WSB's planning specialists can help guide you through the process, contact us today!

Breanne Rothstein, AICP - Planner
brothstein@wsbeng.com

FEMA Flood Map Updates

Flood hazard mapping is an important part of the National Flood Insurance Program (NFIP). The resulting Flood Insurance Studies (FIS) and Flood Insurance Rate Maps (FIRMs) set the basis for the NFIP regulations and flood insurance requirements. Communities use the FIRMs to set minimum building requirements for floodplains, while lenders use them to help determine flood insurance requirements and policy rates.

Since the inception of the NFIP in 1968, many of the original flood hazard maps have not been updated. FEMA has been in the process of updating the nation's flood insurance studies and maps to reflect recent development and to take advantage of revised data and improved technologies. FEMA continues to update its studies and maps across Minnesota. Hennepin County will receive new maps in November of this year and seven additional Minnesota counties are scheduled for 2017.

In order to continue as a participating community in the NFIP, communities must adopt the new maps and regulations by updating their floodplain ordinance. By doing so, communities may continue in the NFIP and provide residents with the opportunity to purchase flood insurance at subsidized rates. Benefits of the new maps also include:

- Better understanding of an individual's actual flood risk
- Alignment of future development needs with flooding risks to avoid property and infrastructure flood losses
- Fewer disruptions to businesses and public services due to flooding
- Improved development of flood emergency preparedness plans by knowing the actual risks
- Reduced cost of plan reviews

To find out more about the updated maps and whether your community will be undergoing any significant updates, contact WSB's water resources specialists to see how we can help.

Katy Thompson, PE - Project Manager
kthompson@wsbeng.com

WSB News

Recent Firm Recognition



The Minnesota Star Tribune has recognized WSB as a Top Workplace for a fourth consecutive year, ranking the firm #3 among mid-size companies in Minnesota. The Star Tribune has also awarded WSB as the top firm for "New Ideas".



WSB was recognized on Engineering News-Record's Top 500 Design Firms list for the fourth year in a row. WSB ranked #441 in 2013, #378 in 2014, and #288 in 2015. In 2016, WSB jumped 40 spots to #248.

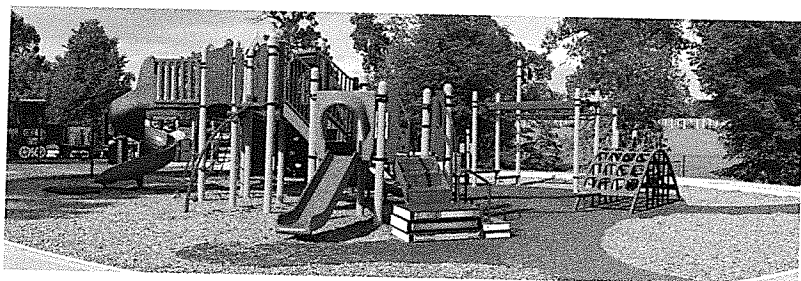


The Zweig Group ranked WSB #10 out of the top 100 fastest-growing North American architecture, engineering, planning, and environmental consulting firms on their 2016 Hot Firm list. The firm moved up six spots from the 2015 results.



WSB was recently awarded a Marketing Excellence Award from the Zweig Group. These awards recognize outstanding and effective marketing in the A/E industry. WSB's annual Year in Review publication was awarded first place in the external newsletter category.

Rev. Dr. Martin Luther King, Jr. Park Playground Receives MN-APA Bridging the Gap: Advancing Equity in Planning Award



The Rev. Dr. Martin Luther King, Jr. Memorial Park Playground received the 2016 Bridging the Gap: Advancing Equity in Planning Award from the Minnesota Chapter of the American Planning Association. The award recognizes planning work that advances social equity, planning, and implementation that makes a difference in the lives of all people. The recipient must utilize deliberate strategies to advance equity and fairness in a neighborhood community. This project was completed through the collective work of the WSB design team, Minneapolis Park and Recreation Board, a team of local artists, Rev. Dr. Martin Luther King, Jr. Legacy Council, Kingfield Neighborhood Association, and the community to honor the history and legacy of Dr. King, the American Civil Rights Movement, and African American history.

New Members of WSB

Community Planning & Economic Development

Hannah Rybak
Planner

Karina Heim
Planner

John Sachi, PE
Sr. Project Manager

Kelsey Gelhar
Graduate Engineer

Lindsey Bartolomei, EIT
Graduate Engineer

Monica Heil, PE
Sr. Project Manager

Susan Polka, PE
Sr. Project Manager

Construction Services

Alex Soyring
Construction Inspector

Brandon Mensing, EIT
Graduate Engineer

Clayton Walker
Construction Inspector

Corey Dea
Construction Inspector

Emily Javorina
Graduate Engineer

Jim Martin, PE
Sr. Project Manager

John Gerlach
Construction Inspector

Kyajes Shakya
Project Controls Specialist

Philip Schanilec, EIT
Graduate Engineer

Tom Wood
Pavement Specialist

Trent Noecker, CSP
Safety Specialist

Environmental Compliance

Amy Garcia, PE
Environmental Compliance Specialist

Jen Holmstadt, PMP
*Sr. Project Manager/
Geomorphologist*

Landscape Architecture

Jordan Gedrose
Landscape Architectural Designer

Materials/Geotechnical

Justin Tatro
Drilling Crew Chief

Roger Kurth
Drilling Crew Chief

Trevor Meyers
Graduate Engineer

Troy Schultz
Engineering Technician

Municipal

Daniel Horejsi
Engineering Technician

Structures

Dean Smith, PE
Sr. Project Manager

Survey

Conor Schultz
Survey Technician

David Bergstedt
Survey Technician

Jim Schleusner
Survey Crew Chief

Phil Bonniwell
Survey Technician

Transportation

Ed Ryen, PE
Project Manager

Joseph Rezac, EIT, ENV SP
Graduate Engineer

Kelsey Peterson, EIT
Graduate Engineer

Saghar Sadeghpour
Graduate Engineer

Sean Garry, EIT
Graduate Engineer

Toni Terwilliger, EIT
Graduate Engineer

Xavier Kopp, EIT
Graduate Engineer

Water Resources

Amy Anderson, PE
Project Engineer

Laura Rescorla, EIT
Graduate Engineer

Leena Jaakola, EIT
Graduate Engineer

Mary Headrick
Environmental Scientist

Water/Wastewater

Dean Sjoquist
Construction Observer



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CITY ADMINISTRATOR
SPRING LAKE PARK
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KEWEENAW BAY INDIAN COMMUNITY

2016 TRIBAL COUNCIL

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JENNIFER MISEGAN, Vice President
SUSAN J. LAFERNIER, Secretary
TONI J. MINTON, Assistant Secretary
DOREEN G. BLAKER, Treasurer

Keweenaw Bay Tribal Center
16429 Beartown Road
Baraga, Michigan 49908
Phone (906) 353-6623
Fax (906) 353-7540

ROBERT "R.D." CURTIS, JR.
FRED DAKOTA
EDDY EDWARDS
RANDALL R. HAATAJA
MICHAEL F. LAFERNIER, SR.
GARY F. LOONSFOOT, SR.
DONALD SHALIFOE, SR.

November 2, 2016

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

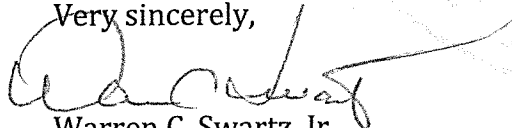
Dear Spring Lake Park Police:

On behalf of the Keweenaw Bay Indian Community, Tribal Council and the Beartown Firefighters, we would like to express our sincere gratitude for your support during our recent loss. Our Community suffered a tragic heartbreak and the loss of two vibrant, young firefighters has been extremely difficult.

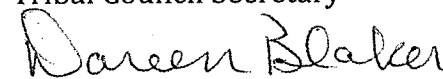
Our Community was honored to see all the departments and individuals who participated in the procession to bring our fallen firefighters home from Minnesota along with all those that attended the funeral services. The many letters of condolence, cards, and donations have helped their families and our injured firefighters deal with the grief and begin the long road to healing.

The outpouring of support, as well as the thoughts and prayers that were sent by so many was definitely a comfort. Your kindness will never be forgotten. May the Creator bless and protect all of you and your communities in the upcoming year.

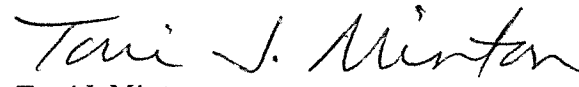
Very sincerely,


Warren C. Swartz, Jr.
Tribal Council President


Susan J. LaFERNIER
Tribal Council Secretary


Doreen G. Blaker
Tribal Council Treasurer


Jennifer Misegan
Tribal Council Vice President


Toni J. Minton
Tribal Council Assistant Secretary

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"Home of the Midnight Two-Step Championship"