

CITY OF SPRING LAKE PARK
1301 81ST AVENUE N.E.
AGENDA
TUESDAY, SEPTEMBER 6, 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 – August 15, 2016
 - B. ☐ Contractor’s Request for Payment No. 9/Final - 2014-2015 Street Improvement Project
 - C. ☐ Third Quarter Billing for 2017 Payable 2018 Property Tax Assessment
 - D. ☐ Mayor’s Proclamation – Constitution Week September 17-23, 2016
 - E. ☐ Contractor’s Licenses
 - F. ☐ Correspondence
- 7. ☐ PUBLIC WORKS REPORT
- 8. ☐ CODE ENFORCEMENT REPORT
- 9. ☐ LIQUOR STORE REPORT
- 10. ☐ RESOLUTIONS AND/OR ORDINANCES
 - A. ☐ Resolution 16-20 Adopting Proposed 2016 Taxes Collectable in 2017
 - B. ☐ Resolution 16-21 Cancelling or Reducing Bond Levies – 2016/2017
- 11. ☐ NEW BUSINESS
 - A. ☐ Code Enforcement Permit Works Module Software
 - B. ☐ Public Works Request to Purchase Lawn Mower
 - C. ☐ Site Plan Approval for Substance Church
 - D. ☐ Selection of City Logo
- 12. ☐ ENGINEER’S REPORT
- 13. ☐ ATTORNEY’S REPORT
- 14. ☐ REPORTS
 - A. Beyond the Yellow Ribbon Report
- 15. ☐ OTHER
 - A. ☐ Administrator Reports
- 16. ☐ ADJOURN

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

PUBLIC HEARINGS

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

The following format will be used to conduct the hearing:

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

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council was held on August 15, 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 Mason, Nelson and Wendling

Members Absent: Councilmember Nash

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

Visitors: Barbara Bisschoff, 8309 Monroe Street NE

3. Pledge of Allegiance

4. Additions or Corrections to Agenda

Mayor Hansen asked that the Attorney Report be removed from the agenda due to the absence Attorney Thames.

5. Discussion From The Floor - None

6. Consent Agenda:

Mayor Hansen reviewed the following Consent Agenda items:

- A. Approval of Minutes – August 1, 2016
- B. Disbursements
 - 1. General Fund Disbursement Claim No. 16-13 -- \$209,916.39
 - 2. Liquor Fund Disbursement Claim No. 16-14 -- \$193,653.73
- C. Budget to Date/Statement of Fund Balance
- D. Contractor's Request for Payment No. 2/Final – Allied Blacktop
- E. Contractor's Request for Payment No. 1 – Hydro-Klean, LLC
- F. 2016 Second Half Suburban Rate Authority Assessments
- G. Accept Planning Commission Member Resignation Letter from Larry Raymond
- H. Approve Resolution 16-16 Resolution of Appreciation – Brom and Nancy Nikard
- I. Contractor's License
- J. Sign Permit
- K. Correspondence

Councilmember Wendling thanked Commissioner Raymond for his time and assistance on the Planning Commission.

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

7. Police Report

Police Chief Ebeltoft reviewed the July 2016 department statistics.

Chief Ebeltoft stated that the Police Department responded to four hundred ninety four calls for service for the month of July 2016 compared to five hundred forty nine calls for service in July 2015.

Chief Ebeltoft reported that the Spring Lake Park Police Department deployed the "Speed Trailer" at eleven different locations throughout the city. He reported that there were some technical difficulties with the speed trailer and they were not able to deploy the trailer more than it was. He stated that the technical difficulties have been corrected.

Chief Ebeltoft reported, in addition to addressing the day-to-day operations of the Department, he attended numerous meetings throughout the month representing Spring Lake Park Police Department and the City of Spring Lake Park. He reported that research is being done into solar powered signs through a local business, "Tapco", for potential use within the City.

8. Parks and Recreation Report

Parks and Recreation Director Rygwall reported that the Parks Commission did not have a quorum for their meeting but did have a few recommendation for the Tower Days Committee to review. She reported that staff has been busy preparing for fall programs and the fall program brochure will be delivered after Labor Day.

Ms. Rygwall reported that the softball tournaments were well attended and thanked the Public Works Department along with Councilmembers Mason and Wendling for their help at the tournaments.

9. New Business

A. Camera Surveillance System for Pump House at Arthur Street NE

Administrator Buchholtz stated that Public Works Director Randall reports that the camera surveillance system at the pump house on Arthur Street is failing and needs to be replaced. Mr. Randall stated that he would like to purchase a new camera surveillance system like the systems recently installed at City Hall, Terrace Park, Lakeside Park and Able Park. He reported that new camera system has the ability to be accessed remotely and accessed by both the Police Department and the Public Works Department.

Administrator Buchholtz stated the cost for the replacement cameras is \$9,066.67. He reported the funds would be used from the Public Utilities Renewal and Replacement Fund. Mr. Randall stated that cameras are currently set up now but there has been some damage to the cameras and DVR from a chlorine leak.

Councilmember Nelson inquired as to why this location was not included with the other surveillance camera replacements and asked if the cost would be less had they been included.

Mr. Randall stated that he did not include this location since there were so many being replaced with the other cameras and a lot taking place with the set up with the Police Department. Chief Ebeltoft stated that the cost was discussed in the early stages of the planning of the replacements and the same pricing for this set of surveillance cameras.

Mayor Hansen inquired if the chlorine leak has been resolved. Mr. Randall answered affirmatively and reported that the location is checked daily.

MOTION MADE BY COUNCILMEMBER WENDLING TO APPROVE NEW CAMERA SURVEILLANCE SYSTEM FOR PUMP HOUSE ON ARTHUR STREET NE. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

10. Ordinances and/or Ordinances

A. Resolution 16-19 Approving Final Plat for Pride Rock Addition, Located at 8360 Pierce Street NE

Administrator Buchholtz reported that the City received an application from Jameel Ahmed, 786 Investments, for final plat approval of Pride Rock Addition. He stated that the City Council approved the preliminary plat for Pride rock addition on May 2, 2016, subject to the following conditions:

1. Final Plat needs to include easements on the west, south and east sides of Outlot A.
2. Before building permits are approved for any of the lots on this plat:
 - a. Details on drainage need to be reviewed. The grading for each building shall be completed so that no additional runoff is diverted to any adjacent property.
 - b. Details on the driveway, sewer and water service connections, and street patching need to be reviewed for each lot.
 - c. Metropolitan Council approval of the amendment to the City's Comprehensive Plan Future Land Use Map must be approved.
 - d. Details on the lowest floor elevations need to be reviewed and approved by the Building Official.
3. Outlot A must be maintained in a manner that prevents the property from becoming a nuisance in accordance with Chapter 94 of the Spring Lake Park Code of Ordinance.
4. A final plat consistent with conditions of preliminary plat approval shall be submitted for review and approval within 12 months of preliminary plat approval.
5. 786 Investments must be registered with the Office of the Secretary of State.

Administrator Buchholtz reported that he checked the current status of 786 Investments on the Secretary of State's website and found it to be in active status.

Administrator Buchholtz reported that City Engineer Gravel has reviewed the final plat and is comfortable with the plat as presented.

Administrator Buchholtz stated that staff recommends approval of final plat for Pride Rock addition with the following conditions:

1. Before building permits are approved for any of the lots on this plat:
 - a. Details on drainage need to be reviewed. The grading for each building shall be completed so that no additional runoff is diverted to any adjacent property.

- b. Details on the driveway, sewer and water service connections, and street patching need to be reviewed for each lot.
 - c. Metropolitan Council approval of the amendment to the City's Comprehensive Plan Future Land Use Map must be approved.
 - d. Details on the lowest floor elevations need to be reviewed and approved by the Building Official.
- 2. Outlot A must be maintained in a manner that prevents the property from becoming a nuisance in accordance with Chapter 94 of the Spring Lake Park Code of Ordinance.
 - 3. Prior to release of the final plat, the Applicant shall pay to the City a park dedication fee in the amount of \$1,897.00 (1 unit times \$1,897.00).
 - 4. Final plat must be recorded with the Anoka County Recorder within 90 days after the date of approval unless application for an extension of time is made, in writing, during said 90-day period, to the City Council and fore good cause granted by the Council. If the final plat is not timely filed or recorded, this Resolution and all approvals herein shall be void and with no further action required by Council.

MOTION MADE BY COUNCILMEMBER MASON TO APPROVE RESOLUTION 16-19 APPROVING FINAL PLAT FOR PRIDE ROCK ADDITION, LOCATED AT 8360 PIERCE STREET NE. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

11. Engineer's Report

Engineer Gravel reported that the 2016 Street Seal Coat Project and the 2014-2015 Street Improvement Project are completed. He stated that punch list items are being completed on the CSAH 35 project are being completed and a field survey have been completed to document post-construction wetland edge.

12. Reports

A. Response to Bickford Inquiries

Administrator Buchholtz reported that at the August 1, 2016 City Council meeting, Suzanne Bickford made several requests regarding 1066 Manor Drive and her property at 1095 Manor Drive. He stated that Ms. Bickford requested information as to any purchase agreements/offers made by Dominion to any property owners on Manor Drive. He reported that the City of Spring Lake Park does not have any data regarding any offers of purchase made by Dominion to property owners on Manor Drive except for a purchase agreement with JPH Enterprises, Inc., owner of 1066 Manor Drive (Goony Golf).

Administrator Buchholtz stated that Ms. Bickford inquired about an application for a Comprehensive Plan amendment to the Official Zoning Map for her property. He stated that she also inquired about a waiver of fees for those applications. He stated that Ms. Bickford is able to make application to the City for both the comprehensive plan amendment and Official Zoning map amendment. He reported that the City's current policy has been to have each applicant pay required application fees, whether it is a private party, a non-profit or a governmental entity. He stated that changing that policy will create a precedent that will impact the City's future ability to collect these fees. He stated that in addition, there are costs associated with each application

(staff time, publication costs, mailing costs, etc.) that the application fees are meant to recoup. He stated that staff believes it is not fair to all taxpayers of the City to cover the costs of activities that benefit one private property owner.

Mayor Hansen inquired if approval on any comprehensive plan amendments require the Metropolitan Council's approval. Administrator Buchholtz stated that their approval is necessary.

13. Other

A. Administrator Report

Administrator Buchholtz reported that he attended many Nite to Unite gatherings and enjoyed meeting residents. He reported the new liquor store manager, Brain Hachey, will start on August 22, 2016.

14. Adjourn

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

The meeting was adjourned at 7:24 P.M.

Cindy Hansen, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer



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

August 30, 2016

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

Re: 2014-2015 Street Improvement Project
Project No. 193801577
Contractor's Request for Payment No. 9/FINAL

Dear Mayor and Councilmembers:

Attached for your approval is Contractor's Request for Payment No. 9/FINAL for the 2014-2015 Street Improvement Project. Also attached are project close-out documents including lien waivers and documentation that Minnesota income taxes were withheld (IC-134 forms). The prime Contractor on this project is Valley Paving.

This request includes a release of the final retainage that has been held pending contractor completion of punch-list items. With approval of this request, the city will be accepting the project subject to the contract warranty provisions.

With this payment, the total final construction cost will be \$1,994,181.62. The final construction amount is approximately 2.5% (\$52,471.70) less than the original bid amount of \$2,046,653.32.

The project work has been completed. We have reviewed the contractor's final payment request and found it to be in order. We recommend approval. **If the City wishes to approve this request, then payment should be made to Valley Paving, Inc. in the amount of \$39,144.38.**

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

Feel free to contact us if you have any questions or require any additional information.

Regards,
STANTEC

A handwritten signature in black ink, appearing to read "Phil Gravel".

Phil Gravel
City Engineer

Enclosures



Owner: City of Spring Lake Park, 1301 81st Ave. NE, Spring Lake Park, Mn 55432	Date: June 20, 2016
For Period: 6/27/2015 to 4/4/2016	Request No: 9/Final
Contractor: Valley Paving, Inc., 8800 13th Ave. E., Shakopee, MN 55379	

CONTRACTOR'S REQUEST FOR PAYMENT
2014-2015 STREET IMPROVEMENT PROJECT
STANTEC PROJECT NO. 193801577

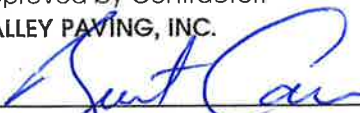
SUMMARY

1	Original Contract Amount		\$	2,046,653.32
2	Change Order - Addition	\$	0.00	
3	Change Order - Deduction	\$	0.00	
4	Revised Contract Amount		\$	2,046,653.32
5	Value Completed to Date		\$	1,994,181.62
6	Material on Hand		\$	0.00
7	Amount Earned		\$	1,994,181.62
8	Less Retainage 0%		\$	0.00
9	Subtotal		\$	1,994,181.62
10	Less Amount Paid Previously		\$	1,955,037.24
11	Liquidated damages -		\$	0.00
12	AMOUNT DUE THIS REQUEST FOR PAYMENT NO.	9/Final	\$	39,144.38

Recommended for Approval by:
STANTEC

 8/30/16

Approved by Contractor:
VALLEY PAVING, INC.


Brent A. Carron, Vice President

Approved by Owner:
CITY OF SPRING LAKE PARK

Specified Contract Completion Date:

Date:

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
BASE BID:							
1	MOBILIZATION	LS	1	75000.00	0.1	1	\$75,000.00
2	REMOVE STORM SEWER PIPE	LF	626	1.03	115	626	\$644.78
3	REMOVE CONCRETE CURB AND GUTTER	LF	4059	3.50	278.6	10643.4	\$37,251.90
4	REMOVE CONCRETE VALLEY GUTTER	SY	60	6.70		212.3	\$1,422.41
5	REMOVE BITUMINOUS PAVEMENT	SY	17930	1.03		17930	\$18,467.90
6	REMOVE CONCRETE SIDEWALK	SY	1082	6.25		630	\$3,937.50
7	REMOVE CONCRETE DRIVEWAY	SY	10	20.00		8	\$160.00
8	REMOVE BITUMINOUS DRIVEWAY	SY	2172	3.45		1258.3	\$4,341.14
9	REMOVE MANHOLE OR CATCH BASIN	EA	15	103.00		20	\$2,060.00
10	REMOVE CASTING	EA	5	92.70	5	5	\$463.50
11	REMOVE GATE VALVE AND BOX	EA	2	154.50		1	\$154.50
12	REMOVE HYDRANT	EA	1	309.00		2	\$618.00
13	SAWING BITUMINOUS PAVEMENT	LF	1735	2.30		1612	\$3,707.60
14	SALVAGE CHAIN LINK FENCE	LF	70	10.00		70	\$700.00
15	COMMON EXCAVATION (P)	CY	4432	7.05		4432	\$31,245.60
16	SUBGRADE EXCAVATION	CY	100	18.85		152	\$2,865.20
17	DEWATERING	LS	1	5565.00		2.07	\$11,519.55
18	COMMON EXCAVATION - INFILTRATION FEATURE	CY	289	16.60		135.8	\$2,254.28
19	SUBGRADE EXCAVATION - INFILTRATION FEATURE	CY	60	16.60			\$0.00
20	SELECT GRANULAR BORROW (CV) - INFILTRATION FEATURE	CY	175	24.35		154	\$3,749.90
21	SELECT GRANULAR BORROW MODIFIED (CV) - INFILTRATION FEATURE	CY	53	24.35		27.1	\$659.89
22	STREET SWEEPER WITH OPERATOR	HR	105	60.00	32	139.7	\$8,382.00
23	SKIDSTEER (BOBCAT) WITH OPERATOR	HR	105	0.01		26	\$0.26
24	WATER FOR DUST CONTROL	MG	300	21.00		44	\$924.00
25	AGGREGATE BASE, CLASS 5	TN	20	30.00	122	561	\$16,830.00
26	FULL DEPTH RECLAMATION	SY	34694	0.66		34694	\$22,898.04
27	PATCH BITUMINOUS DRIVEWAY	SY	1158	20.25	0.8	545.9	\$11,054.48
28	MILL BITUMINOUS SURFACE (1.5")	SY	18	10.00			\$0.00
29	BITUMINOUS MATERIAL FOR TACK COAT	GAL	4927	2.90		4634	\$13,438.60
30	TYPE SP 9.5 WEARING COURSE MIXTURE (2,C)	TN	1607	67.70		1695	\$114,751.50
31	TYPE SP 9.5 WEARING COURSE MIXTURE (3,C)	TN	3386	68.60		3967	\$272,136.20
32	TYPE SP 12.5 NON WEARING COURSE MIXTURE (2,B)	TN	2355	58.85		2183.56	\$128,502.51
33	TYPE SP 12.5 NON WEARING COURSE MIXTURE (2,C)	TN	1295	63.25		1097	\$69,385.25
34	TYPE SP 12.5 NON WEARING COURSE MIXTURE (3,B)	TN	6770	57.30		5961.17	\$341,575.04
35	TYPE SP 12.5 NON WEARING COURSE MIXTURE (3,C)	TN	4513	64.30		3841.25	\$246,992.38
36	SAW AND SEAL	LF	10652	2.65		10781	\$28,569.65
37	FOUNDATION PREPARATION	SY	52624	0.50		52624	\$26,312.00
38	12" RC PIPE APRON	EA	3	721.00		3	\$2,163.00
39	27" RC PIPE APRON	EA	1	1648.00		1	\$1,648.00
40	4" PERFORATED HDPE DRAINTILE WITH FILTER SOCK AND COARSE FILTER AGGREGATE	LF	800	16.48		800	\$13,184.00
41	12" RCP STORM SEWER, CLASS 5	LF	430	25.75		486	\$12,514.50
42	18" RCP STORM SEWER, CLASS 5	LF	63	28.85		63	\$1,817.55
43	24" RCP STORM SEWER, CLASS 4	LF	32	41.20		32	\$1,318.40
44	27" RCP STORM SEWER, CLASS 4	LF	103	51.50		103	\$5,304.50
45	CONNECT TO EXISTING STORM SEWER PIPE	EA	4	515.00		5	\$2,575.00
46	CONNECT TO EXISTING STORM SEWER CATCH BASIN OR MANHOLE	EA	3	515.00		4	\$2,060.00
47	CORE DRILL CONNECT TO EXISTING STORM SEWER STRUCTURE	EA	5	515.00		1	\$515.00
48	CORE DRILL CONNECT TO EXISTING SANITARY SEWER MANHOLE	EA	1	1236.00		1	\$1,236.00
49	8" PVC SANITARY SEWER, SDR 35	LF	33	46.35		33	\$1,529.55
50	INSTALL HYDRANT	EA	1	1854.00		3	\$5,562.00
51	ADJUST VALVE BOX	EA	20	390.00		22	\$8,580.00

No.	Item	Unit	Contract	Unit	Current	Quantity	Amount
			Quantity	Price	Quantity	to Date	to Date
52	CUT 6"X6" TEE INTO EXISTING watermain	EA	1	515.00		1	\$515.00
53	CUT 8"X6" TEE INTO EXISTING WATERMAIN	EA	1	721.00		1	\$721.00
54	6" GATE VALVE AND BOX	EA	5	1339.00		6	\$8,034.00
55	8" GATE VALVE AND BOX	EA	2	1751.00		2	\$3,502.00
56	6" DIP watermain, CLASS 52	LF	65	41.20		71	\$2,925.20
57	4" INSULATION	SY	50	37.10			\$0.00
58	WATERMAIN FITTINGS	LB	128	5.15		170	\$875.50
59	2' X 3' STORM SEWER CB, INCL. R-3290-VB CSTG AND CONC ADJ RINGS	EA	13	1545.00		14	\$21,630.00
60	CONSTRUCT 2'X3' STORM SEWER CB OVER EXISTING PIPE, INCL R-3290-VB CSTG AND CONC ADJ RINGS	EA	1	2060.00		1	\$2,060.00
61	4' DIA STORM SEWER CBMH, INCL. R-3290-VB CSTG AND CONC ADJ RINGS	EA	5	2163.00		5	\$10,815.00
62	CONSTRUCT 4' DIA STORM SEWER CBMH OVER EXISTING PIPE, INCL R-3290-A CSTG AND CONC ADJ RINGS	EA	3	2369.00		4	\$9,476.00
63	5' DIA STORM SEWER MH, INCL R-1642 CSTG AND CONCRETE ADJ RINGS	EA	3	3038.50		3	\$9,115.50
64	4' DIAMETER SANITARY MH, INCL R-1642 CSTG & HDPE ADJ RINGS	EA	1	1957.00		1	\$1,957.00
65	CASTING ASSEMBLY	EA	5	450.00			\$0.00
66	ADJUST CATCHBASIN CASTING, INCL NEW CONCRETE ADJ RINGS	EA	5	257.00		10	\$2,570.00
67	ADJUST MANHOLE CASTING, INCL NEW CONCRETE ADJ RINGS	EA	70	1000.00		45	\$45,000.00
68	RANDOM RIP RAP CLASS III	CY	45	87.55	12.58	61.58	\$5,391.33
69	4" CONCRETE WALK	SF	6848	3.00	1360	4571	\$13,713.00
70	6" CONCRETE WALK	SF	5051	6.35		3632	\$23,063.20
71	B618 CONCRETE CURB AND GUTTER	LF	4113	15.25	774.2	7811	\$119,117.75
72	7" COMMERCIAL CONCRETE DRIVEWAY APRON	SY	175	45.00		48	\$2,160.00
73	6" RESIDENTIAL CONCRETE DRIVEWAY APRON	SY	1219	38.70	-45.5	827.5	\$32,024.25
74	CONCRETE CURB AND GUTTER DESIGN B618 SPECIAL	LF	400	15.25		115	\$1,753.75
75	8" CONCRETE VALLEY GUTTER	SY	60	65.70	-1154	243.2	\$15,978.24
76	TRUNCATED DOME PANEL	SF	376	41.20	-10	384	\$15,820.80
77	LOOP DETECTOR DESIGN NMC PREFORMED	EA	4	825.00		4	\$3,300.00
78	INSTALL CHAIN LINK FENCE	LF	70	10.00		70	\$700.00
79	TEMPORARY MAIL BOXES	EA	117	31.00			\$0.00
80	TRAFFIC CONTROL	LS	1	16000.00	0.1	1	\$16,000.00
81	SILT FENCE, MS	LF	4477	2.63		4192	\$11,024.96
82	PROTECTION OF CATCH BASIN, NON-PAVED STREET	EA	64	45.00		27	\$1,215.00
83	PROTECTION OF CATCH BASIN, PAVED STREET	EA	82	45.00		64	\$2,880.00
84	SEDIMENT CONTROL LOG	EA	8	200.00		6	\$1,200.00
85	TOPSOIL BORROW (LV)	CY	186	20.40		113	\$2,305.20
86	SODDING, MINERAL TYPE	SY	231	16.25	18	152	\$2,470.00
87	APPLICATION OF WATER FOR TURF ESTABLISHMENT	MG	15	265.00			\$0.00
88	SEED AND HYDROMULCH	SY	1107	10.55	166.3	3365.3	\$35,503.92
89	PAVEMENT MESSAGE (LEFT-THRU ARROW) PAINT	EA	2	64.00		2	\$128.00
90	PAVEMENT MESSAGE (RIGHT-THRU ARROW) PAINT	EA	2	64.00		2	\$128.00
91	4" SOLID LINE, WHITE PAINT	LF	9826	0.12		23597	\$2,831.64
92	4" SOLID LINE, YELLOW PAINT	LF	3412	0.12			\$0.00
93	4" BROKEN LINE, YELLOW PAINT	LF	2254	0.12		180	\$21.60
94	4" DOUBLE SOLID LINE, YELLOW PAINT	LF	3483	0.25		11587	\$2,896.75
95	12" STOP BAR, WHITE POLY PREFORM	LF	1350	12.50			\$0.00
96	24" STOP BAR, WHITE POLY PREFORM	LF	599	25.00	15	15	\$375.00
TOTAL BASE BID:							\$1,994,181.62

TOTAL BASE BID:

TOTAL WORK COMPLETED TO DATE

\$1,994,181.62

\$1,994,181.62

PROJECT PAYMENT STATUS

OWNER CITY OF SPRING LAKE PARK
 STANTEC PROJECT NO. 193801577
 CONTRACTOR VALLEY PAVING, INC.

CHANGE ORDERS

No.	Date	Description	Amount
Total Change Orders			

PAYMENT SUMMARY

No.	From	To	Payment	Retainage	Completed
1	05/01/2014	05/23/2014	162,862.66	8,571.72	171,434.38
2	05/24/2014	06/30/2014	219,062.46	20,101.32	402,026.44
3	07/01/2014	08/07/2014	473,573.38	45,026.24	900,524.73
4	08/08/2014	09/05/2014	200,830.95	55,596.29	1,111,925.73
5	09/06/2014	10/15/2014	84,838.52	47,548.67	1,188,716.63
6	10/16/2014	02/24/2015	14,948.84	48,171.53	1,204,288.34
7	02/25/2015	05/27/2015	466,493.45	67,608.76	1,690,219.02
8	05/28/2015	06/26/2015	332,426.99	81,459.89	2,036,497.13
9/Final	06/27/2015	03/11/2016	39,144.38		1,994,181.62

Material on Hand

Total Payment to Date	\$1,994,181.62	Original Contract	\$2,046,653.32
Retainage Pay No. 9/Final		Change Orders	
Total Amount Earned	\$1,994,181.62	Revised Contract	\$2,046,653.32

AIA® Document G707™ – 1994

Consent Of Surety to Final Payment

Bond No. 2180199

PROJECT: (Name and address)
2014-2015 Street and Utility
Improvements; Proj. No. 193801577

ARCHITECT'S PROJECT NUMBER:
CONTRACT FOR: Construction

OWNER: ☒
ARCHITECT: ☒
CONTRACTOR: ☒
SURETY: ☒
OTHER: ☒

TO OWNER: (Name and address)
City of Spring Lake Park
1301 81st Ave. N.E.
Spring Lake Park, MN 55432

CONTRACT DATED: 4/15/2014

In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above, the
(Insert name and address of Surety)

North American Specialty Insurance Company
650 Elm Street
Manchester, NH 03101

, SURETY,

on bond of
(Insert name and address of Contractor)

Valley Paving, Inc.
8800 13th Ave E
Shakopee, MN 55379

, CONTRACTOR,

hereby approves of the final payment to the Contractor, and agrees that final payment to the Contractor shall not relieve the
Surety of any of its obligations to
(Insert name and address of Owner)

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

, OWNER,

as set forth in said Surety's bond.

IN WITNESS WHEREOF, the Surety has hereunto set its hand on this date: **March 25, 2016**
(Insert in writing the month followed by the numeric date and year.)

North American Specialty Insurance Company

(Surety)

(Signature of authorized representative)

Joshua R. Loftis, Attorney-in-Fact

(Printed name and title)

Attest:
(Seal):

NAS SURETY GROUP

**NORTH AMERICAN SPECIALTY INSURANCE COMPANY
WASHINGTON INTERNATIONAL INSURANCE COMPANY**

GENERAL POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS, THAT North American Specialty Insurance Company, a corporation duly organized and existing under laws of the State of New Hampshire, and having its principal office in the City of Manchester, New Hampshire, and Washington International Insurance Company, a corporation organized and existing under the laws of the State of New Hampshire and having its principal office in the City of Schaumburg, Illinois, each does hereby make, constitute and appoint:

R. W. FRANK, R. SCOTT EGGINTON, JOHN E. TAUER, CRAIG REMICK, JOSHUA R. LOFTIS, TINA L. DOMASK, ROSS S. SQUIRES, LINDA K. FRENCH,
RACHEL THOMAS, NICOLE STILLINGS, SANDRA M. DOZE, JOHN W. WALSH, BETSY WRIGHT, JEROME T. OUMET, KURT C. LUNDBLAD, JACK CEDARLEAF II,
D. R. DOUGHERTY, BRIAN J. OESTREICH, LIN ULVEN, EMILY KEISER, TED JORGENSEN, MELINDA C. BLODGETT, and R.C. BOWMAN JOINTLY OR SEVERALLY

Its true and lawful Attorney(s)-in-Fact, to make, execute, seal and deliver, for and on its behalf and as its act and deed, bonds or other writings obligatory in the nature of a bond on behalf of each of said Companies, as surety, on contracts of suretyship as are or may be required or permitted by law, regulation, contract or otherwise, provided that no bond or undertaking or contract or suretyship executed under this authority shall exceed the amount of:

FIFTY MILLION (\$50,000,000.00) DOLLARS

This Power of Attorney is granted and is signed by facsimile under and by the authority of the following Resolutions adopted by the Boards of Directors of both North American Specialty Insurance Company and Washington International Insurance Company at meetings duly called and held on the 9th of May, 2012:

"RESOLVED, that any two of the Presidents, any Managing Director, any Senior Vice President, any Vice President, any Assistant Vice President, the Secretary or any Assistant Secretary be, and each or any of them hereby is authorized to execute a Power of Attorney qualifying the attorney named in the given Power of Attorney to execute on behalf of the Company bonds, undertakings and all contracts of surety, and that each or any of them hereby is authorized to attest to the execution of any such Power of Attorney and to attach therein the seal of the Company; and it is

FURTHER RESOLVED, that the signature of such officers and the seal of the Company may be affixed to any such Power of Attorney or to any certificate relating thereto by facsimile, and any such Power of Attorney or certificate bearing such facsimile signatures or facsimile seal shall be binding upon the Company when so affixed and in the future with regard to any bond, undertaking or contract of surety to which it is attached."



By [Signature]
Steven P. Anderson, Senior Vice President of Washington International Insurance Company
& Senior Vice President of North American Specialty Insurance Company



By [Signature]
Michael A. Ito, Senior Vice President of Washington International Insurance Company
& Senior Vice President of North American Specialty Insurance Company

IN WITNESS WHEREOF, North American Specialty Insurance Company and Washington International Insurance Company have caused their official seals to be hereunto affixed, and these presents to be signed by their authorized officers this 12th day of May, 2015.

**North American Specialty Insurance Company
Washington International Insurance Company**

State of Illinois
County of Cook

ss:

On this 12th day of May, 2015, before me, a Notary Public personally appeared Steven P. Anderson, Senior Vice President of Washington International Insurance Company and Senior Vice President of North American Specialty Insurance Company and Michael A. Ito, Senior Vice President of Washington International Insurance Company and Senior Vice President of North American Specialty Insurance Company, personally known to me, who being by me duly sworn, acknowledged that they signed the above Power of Attorney as officers of and acknowledged said instrument to be the voluntary act and deed of their respective companies.



[Signature]
M. Kenny, Notary Public

I, Jeffrey Goldberg, the duly elected Assistant Secretary of North American Specialty Insurance Company and Washington International Insurance Company, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney given by said North American Specialty Insurance Company and Washington International Insurance Company, which is still in full force and effect.

IN WITNESS WHEREOF, I have set my hand and affixed the seals of the Companies this 25th day of March, 2016.

[Signature]
Jeffrey Goldberg, Vice President & Assistant Secretary of
Washington International Insurance Company & North American Specialty Insurance Company

MINNESOTA • REVENUE**Contractor Affidavit Submitted**

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number: 1-301-478-464
 Submitted Date and Time: 11-Apr-2016 1:07:18 PM
 Legal Name: VALLEY PAVING INC
 Federal Employer ID: 41-1348160
 User Who Submitted: ValleyPavingTax
 Type of Request Submitted: Contractor Affidavit

Affidavit Summary

Affidavit Number: 1803034624
Minnesota ID: 5565541
Project Owner: CITY OF SPRING LAKE PARK
Project Number: 2014-2015
Project Begin Date: 01-May-2014
Project End Date: 14-Nov-2015
Project Location: SPRING LAKE PARK
Project Amount: \$1,993,080.24

Subcontractor Summary

Name	ID	Affidavit Number
MIDWEST CONCRETE SPECIALTITES	4715615	1049575424
PARAGON COMPANY	8418947	1930960896
EGAN COMPANY	3806304	499990528
WARNING LITES OF MINNESOTA	3086922	1722646528
GF JEDLICKI INC.	7579212	1552465920
CENTRAL LANDSCAPING INC.	7663076	1153679360

Important Messages

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

Contact Us

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

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

MINNESOTA • REVENUE

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	0-739-058-752
Submitted Date and Time:	9-Feb-2016 9:40:28 AM
Legal Name:	MIDWEST CONCRETE SPECIALTIES INC
Federal Employer ID:	41-1963899
User Who Submitted:	bbalfe
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	1049575424
Minnesota ID:	4715615
Project Owner:	CITY OF SPRING LAKE PARK
Project Number:	148020
Project Begin Date:	19-May-2014
Project End Date:	23-Jul-2015
Project Location:	SPRING LAKE PARK
Project Amount:	\$229,016.49
Subcontractors:	No Subcontractors

Important Messages

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MINNESOTA • REVENUE

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	0-701-375-552
Submitted Date and Time:	9-Feb-2016 9:09:56 AM
Legal Name:	PARAGON COMPANY INC
Federal Employer ID:	20-5004575
User Who Submitted:	paragoncompany
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	1930960896
Minnesota ID:	8418947
Project Owner:	CITY OF SPRING LAKE PARK
Project Number:	14368
Project Begin Date:	24-Aug-2015
Project End Date:	18-Sep-2015
Project Location:	CITY OF SPRING LAKE PARK
Project Amount:	\$26,598.88
Subcontractors:	No Subcontractors

Important Messages

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MINNESOTA • REVENUE

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	1-756-676-160
Submitted Date and Time:	10-Nov-2015 10:04:09 AM
Legal Name:	EGAN COMPANY
Federal Employer ID:	41-1570195
User Who Submitted:	sgutierrez01
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	499990628
Minnesota ID:	3806304
Project Owner:	CITY OF SPRING LAKE PARK
Project Number:	14-07
Project Begin Date:	12-May-2015
Project End Date:	19-May-2015
Project Location:	SPRING LAKE PARK 2014
Project Amount:	\$3,200.00
Subcontractors:	No Subcontractors

Important Messages

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Contact Us

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

Contractor Affidavit Completed

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number: 1-393-172-352
Submitted Date and Time: 22-Oct-2015 7:48:44 AM
Legal Name: WARNING LITES OF MINNESOTA INC
Federal Employer ID: 36-4762529
User Who Submitted: warninglights
Type of Request Submitted: Contractor Affidavit

Affidavit Summary

Affidavit Number: 1722646528
Minnesota ID: 3085922
Project Owner: CITY OF SPRING LAKE PARK
Project Number: SP 183-101-011
Project Begin Date: 01-May-2014
Project End Date: 01-Oct-2015
Project Location: SPRING LAKE PARK 2014
Project Amount: \$22,462.12
Subcontractors: No Subcontractors

Important Messages

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

Contact Us

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How to View and Print this Request


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

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

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[Minnesota.gov](#) [Fraud Alert](#) [Site Help](#) [Related Sites](#) [Careers](#) 

MINNESOTA • REVENUE

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	1-056-526-400
Submitted Date and Time:	8-Dec-2015 9:21:06 AM
Legal Name:	G F JEDLICKI INC
Federal Employer ID:	20-2149889
User Who Submitted:	GFJedlicki
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	1552465920
Minnesota ID:	7579212
Project Owner:	CITY OF SPRING PARK
Project Number:	SPRING LAKE PARK 2014-15 STREET & UTILITY IMPROVEMENTS
Project Begin Date:	01-May-2014
Project End Date:	01-Oct-2015
Project Location:	SPRING LAKE PARK
Project Amount:	\$137,604.48
Subcontractors:	No Subcontractors

Important Messages

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

Contact Us

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



14-14

Attn Carol

MINNESOTA REVENUE

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number: 0-792-230-976
Submitted Date and Time: 11-Apr-2016 9:19:44 AM
Legal Name: CENTRAL LANDSCAPING INC
Federal Employer ID: 41-0968934
User Who Submitted: RobinA
Type of Request Submitted: Contractor Affidavit

Affidavit Summary

Affidavit Number: 1153679360
Minnesota ID: 7663076
Project Owner: CITY OF SPRING LAKE PARK
Project Number: 2014-2015
Project Begin Date: 09-May-2014
Project End Date: 14-Nov-2015
Project Location: MULTIPLE STREETS-SPRING LAKE PARK
Project Amount: \$47,577.93
Subcontractors: No Subcontractors

Important Messages

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

Contact Us

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

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



8800 13th AVENUE EAST
SHAKOPEE, MN 55379
PHONE (952) 445-8615
FAX (952) 445-0355
www.valleypaving.com

CONTRACTOR'S CERTIFICATION

TO: CITY OF SPRING LAKE PARK, MINNESOTA

**PROJECT NO: 2014-2015 STREET & UTILITY IMPROVEMENTS
CITY OF SRPING LAKE PARK**

**THIS IS TO CERTIFY THAT ALL MATERIAL, LABOR, SUBCONTRACT AND
ALL OTHER ASSOCIATED COSTS FOR THE COMPLETION OF 2014-2015
STREET & UTILITY PROJEC FOR THE CITY OF SPRING LAKE PARK,
HAVE BEEN PAID IN FULL.**

VALLEY PAVING, INC.


Brent A. Carron, Vice President

County of: Scott

Subscribed and sworn to before me this
11TH of APRIL, 2016


_____, Notary Public
My Commission Expires: 01/31/2020



A VETERAN OWNED COMPANY

Affirmative Action / Equal Opportunity Employer

*Consent
agenda*

Kenneth A. Tolzmann, SAMA
Spring Lake Park City Assessor

August 26, 2016

City of Spring Lake Park
1301 81st Ave NE
Spring Lake Park, Mn 55432
Attn: Mr. Daniel Bucholtz, Admin.

Re: Third Quarter Billing for 2017 Payable 2018 Property Tax Assessment.

Dear Mr. Bucholtz,

The annual cost for assessment services in accordance with our contract is as follows:

1972 Residential improved parcels @ \$9.00 per parcel -----	\$17,748.00
311 Commercial/Industrial parcels @ \$55.00 per parcel -----	17,105.00
42 Unimproved land parcels @ \$ 2.50 per parcel -----	<u>105.00</u>

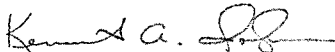
Total Cost for year 2017 assessment payable in 2018: \$34,958.00

Third Quarter Amt. Due: \$ 8,739.50

The above figures are in accordance with our contract for services dated November 3, 2015.

If you have any questions, please give me a call at 464-4862.

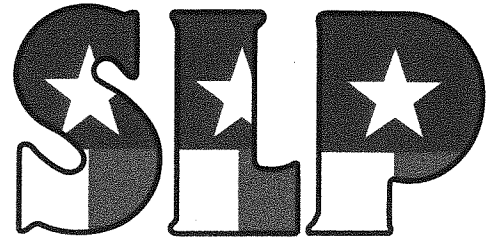
Sincerely,



Kenneth A. Tolzmann, SAMA#1939
Spring Lake Park City Assessor
24738 Hamlet Ave. N.
Forest Lake, Mn 55025

City of Spring Lake Park
1301 Eighty First Avenue Northeast
Spring Lake Park, Minnesota 55432

Phone 763-784-6491 Fax 763-792-7257
www.slpmn.org



**MAYOR'S PROCLAMATION
CONSTITUTION WEEK
SEPTEMBER 17 – 23, 2016**

WHEREAS, our Founding Fathers, in order to secure the blessings of liberty for themselves and their posterity, did ordain and establish a constitution for the United States; and,

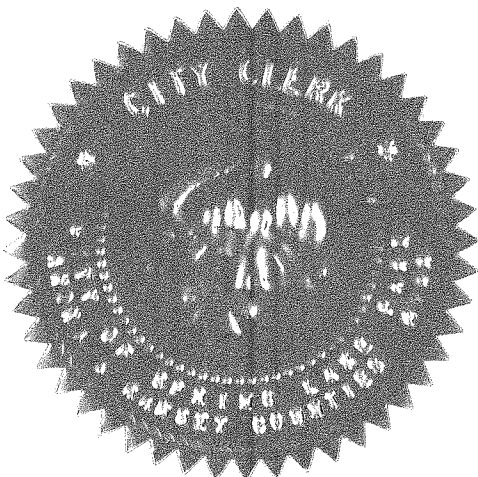
WHEREAS, it is important that all citizens fully understand the provisions and principles contained in the Constitution in order to effectively support, preserve and defend it against all enemies; and,

WHEREAS, September 17, 2016, marks the two hundred twenty-ninth anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and,

WHEREAS, it is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary; and,

WHEREAS, the independence guaranteed to American citizens, whether by birth or naturalization, should be celebrated during Constitution Week, September 17 through September 23, 2016, as designated by proclamation of the President of the United States of America in accordance with Public Law 915.

NOW, THEREFORE, BE IT RESOLVED that I, Cindy Hansen, Mayor of the City of Spring Lake Park, officially proclaim the week of September 17 through September 23, 2016 as Constitution Week.



Cindy Hansen, Mayor

ATTEST:

Daniel Buchholtz, City Administrator

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

Contractor's Licenses

September 6, 2016

General Contractor

Jaw Construction, LLC.

MilCon, Inc.

Mechanical Contractor

Legacy Mechanical Services

Plumbing Contractor

Air Mechanical, Inc.

B & B Plumbing, Inc.

Cedar Plumbing

Croix Crystal Water Treatment

Galaxy Mechanical, Inc.

Patricki Plumbing

Plumb Right, Corp.

Roofing Contractor

AWR, Inc. DBA All Weather Roof

Sign Contractor

Serigraphics Sign Systems, Inc.



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

REPORT

TO: Spring Lake Park City Council
FROM: Barry L. Brainard, Code Enforcement Director
RE: Code Enforcement Monthly Report for August 2016
DATE: August 30, 2016

The Spring Lake Park Code Enforcement department is delegate the duties of enforcement for all building, mechanical, plumbing, fire, rental, property, nuisance, and zoning codes within Spring Lake Park.

A total of 56 permits consisting of 25 building, 0 fire, 2 sign, 3 zoning, 10 mechanical, and 16 plumbing permits were issued in August 2016 compared to a total of 102 in 2015. I conducted a total of 95 inspections in the month of August including 34 building, 10 mechanical, 8 plumbing, 6 nuisance, 3 c.o., 25 rental, 5 fire, and 4 zoning inspections. I have enclosed the Spring Lake Park permit data sheets for your review regarding specific permit details.

Building permit for Emmanuel Christian Center, located at 7777 University Avenue, for interior remodeling has been issued. This major interior renovation is valued at \$4,555,000 in which demolition is now proceeding. Also discussions with Substance Church Architect, contractor, and owner regarding proposed exterior parking lot expansion and interior remodeling were conducted in August. Please see my report for attendance for further details.

I attended the Night to Unite city-wide celebration on Tuesday, August 2nd, by visiting ten of the block parties that were taking place in Spring Lake Park. I distributed the Spring Lake Park Frequently Asked Questions handout and answered many questions and concerns regarding code enforcement for residents throughout. I enjoyed meeting all who participated in the event and look forward to attending next year celebration.

Also attached with this report, please find the August 2016 Spring Lake Park vacancies listings. The listings include both residential and commercial properties indicating vacant and foreclosure properties as well as upcoming Sheriff Sales. August 2016 vacancy listing summarizes the following:

- 13 vacant/foreclosed residential properties currently posted by the Code enforcement department and/or soon to be posted. Down two from last month.
- 0 vacant/foreclosed commercial properties currently posted by the Code Enforcement department and/or soon to be posted. Remains the same from last month.
- 16 residential properties currently occupied and ready for Sheriff Sale's redemption. Remains the same from last month.

In August of 2016, I did not post any abandoned properties. This marks the third straight month that no additional abandoned property postings have been listed. In addition, I conducted three certificate of occupancy inspections plus one closing for residential homes formerly on the foreclosure/vacant list. Again, a major step forward for SLP in unoccupied homes in August.

In the month of August no administrative offense tickets were issued and six violation notices mostly pertaining to tall grass violations.

My time allotted for Code Enforcement in August is as follows:

Building Inspections:	36%
Mechanical Inspections:	11%
Plumbing Inspections:	8%
Rental Inspections:	27%
Vacant/Foreclosure & Certificate of Occupancy Inspections:	3%
Fire Inspections:	5%
Nuisance Inspections:	6%
Zoning Inspections:	4%

In August of 2016, I also attended the following appointments:

- City Council meetings on Monday, August 1st and 15th.
- Department Head meeting on August 2nd.
- Night to Unite City-wide Celebration on Tuesday, August 2nd.
- 2017 Budget workshop with City Council on Monday, August 8th.
- Substance Church proposed development meeting with City Administrator, Buchholtz, on Tuesday, August 23rd.
- North Suburban Building Official's meeting at Blaine City Hall on Tuesday, August 30th.

As I handed out at this year's Night to Unite celebration, I have attached the Spring Lake Park Frequently Asked Questions handout for your review and possible comments. As always, you can find all of the Spring Lake Park Code Enforcement handouts on-line at www.slpmn.org under Code Enforcement.

This concludes the Code Enforcement Department monthly report for August 2016. If anyone has any questions or concerns regarding my report, I would be happy to answer them at this time.

City of Spring Lake Park
Permits Issued & Fees Report - Detail by Address

Issued Date From: 8/1/2016 To: 8/31/2016
 Permit Type: All Property Type: All Construction Type: All
 Include YTD: Yes Status: Not Voided

Permit#	Date Issued	Site Address	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	State Surcharge	Park Fees	SAC Units	SAC Fees	WAC Fees	Total Fees
Permit Type: BUILDING													
Permit Kind: COMMERCIAL ALTERATION													
2016-00280	08/24/2016	8413 CENTER DR NE		0	3,500.00	207.86	67.55	1.75					277.16
2016-00247	08/04/2016	7777 UNIVERSITY AVE NE		0	4,555,000.00	24,711.86	16,062.71	1,455.50					42,230.07
Permit Kind: COMMERCIAL DUMPSTER ENCLOSURE													
Permit Kind: COMMERCIAL FUEL TANK													
Permit Kind: COMMERCIAL ROOFING													
2016-00321	08/19/2016	8407 CENTER DR NE		0	19,000.00	357.20		9.50					366.70
Permit Kind: MOBILE HOME MOBILE HOME													
Permit Kind: MOBILE HOME SIDING													
Permit Kind: MULTI-FAMILY ALTERATION													
2016-00317	08/18/2016	500 78TH AVE NE		0	6,000.00	144.78		3.00					147.78
Permit Kind: MULTI-FAMILY ROOFING													
Permit Kind: MULTI-FAMILY SIDING													
Permit Kind: MULTI-FAMILY WINDOW REPLACEMENT													
Permit Kind: PUBLIC DEMOLITION													
2016-00304	08/11/2016	7777 UNIVERSITY AVE NE		0		200.00							200.00
Permit Kind: SINGLE FAMILY ADDITION													
Permit Kind: SINGLE FAMILY ALTERATION													
2016-00297	08/05/2016	7778 JACKSON ST NE		0	10,000.00	210.14	136.59	5.00					351.73
2016-00296	08/08/2016	785 MAPLE ST NE		0	2,000.00	90.96	59.12	1.00					151.08
Permit Kind: SINGLE FAMILY BASEMENT FINISH													
2016-00339	08/26/2016	7775 QUINCY ST NE		0	25,000.00	455.24		12.50					467.74
Permit Kind: SINGLE FAMILY DECK													

Permit#	Date Issued	Site Address	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	State Surcharge	Park Fees	SAC Units	SAC Fees	WAC Fees	Total Fees
Permit Type: BUILDING													
Permit Kind: SINGLE FAMILY DECK													
2016-00303	08/09/2016	8484 COTTAGEWOOD TERR NE	0		2,827.05	92.95	60.42	1.41					154.78
Permit Kind: SINGLE FAMILY DEMOLITION													
Permit Kind: SINGLE FAMILY EGRESS WINDOW													
2016-00298	08/18/2016	8485 COTTAGEWOOD TERR NE	0		4,300.00	122.01	81.06	2.15					200.22
Permit Kind: SINGLE FAMILY GARAGE													
Permit Kind: SINGLE FAMILY POOL													
Permit Kind: SINGLE FAMILY REMODEL													
2016-00301	08/15/2016	8099 TERRACE RD NE	0		8,500.00	185.63	120.66	4.25					310.54
Permit Kind: SINGLE FAMILY REPAIR													
2016-00338	08/29/2016	498 82ND AVE NE	0		15,543.00	300.72		7.77					308.49
Permit Kind: SINGLE FAMILY ROOFING													
2016-00316	08/17/2016	8398 ABLE ST NE	0		4,000.00	112.10		2.00					114.10
2016-00311	08/15/2016	8228 FILLMORE ST NE	0		10,000.00	210.14		5.00					215.14
2016-00294	08/04/2016	868 LUND AVE NE	0		7,930.00	176.32		3.97					180.29
2016-00302	08/05/2016	8286 TAYLOR ST NE	0		9,000.00	193.80		4.50					198.30
Permit Kind: SINGLE FAMILY SIDING													
2016-00310	08/12/2016	8260 5TH ST NE	0		14,600.00	290.31	5.00	7.30					297.61
2016-00289	08/03/2016	7707 JACKSON ST NE	0		16,000.00	308.18		8.00					316.18
2016-00320	08/22/2016	881 MANOR DR NE	0		10,157.00	212.71		5.08					217.79
Permit Kind: SINGLE FAMILY SOLAR ARRAY SYSTEM													
Permit Kind: SINGLE FAMILY THREE SEASON PORCH													
Permit Kind: SINGLE FAMILY WINDOW REPLACEMENT													
2016-00340	08/26/2016	8230 6TH ST NE	0		3,578.00	112.12		1.79					113.91
2016-00287	08/01/2016	7778 JACKSON ST NE	0		10,000.00	210.14		5.00					215.14
2016-00331	08/24/2016	841 MANOR DR NE	0		6,000.00	144.78		3.00					147.78
2016-00323	08/22/2016	881 MANOR DR NE	0		856.00	45.20		0.43					45.63
2016-00322	08/19/2016	7764 QUINCY ST NE	0		500.00	31.00		0.25					31.25
2016-00299	08/11/2016	474 SANBURNOL DR NE	0		7,961.00	176.83		3.98					180.81

Permit#	Date Issued	Site Address	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	State Surcharge	Park Fees	SAC Units	SAC Fees	WAC Fees	Total Fees
Permit Type: BUILDING - Totals													
	Period		25	0	4,752,252.05	29,302.98	16,593.11	1,554.13					47,440.22
	YTD		178	0	6,306,881.99	61,953.16	21,666.85	2,334.85					86,034.86
Permit Type: FIRE SUPPRESSION													
Permit Kind: COMMERCIAL FIRE SUPPRESSION													
Permit Kind: PUBLIC FIRE - SPECIAL EVENT													
Permit Kind: SINGLE FAMILY FUEL TANK													
Permit Type: FIRE SUPPRESSION - Totals													
	Period		0										
	YTD		7	0	1,200.00	422.59	114.34	6.83					543.76
Permit Type: MECHANICAL													
Permit Kind: COMMERCIAL COMMERCIAL MECHANICAL													
Permit Kind: COMMERCIAL HEATING, VENT & AC													
Permit Kind: COMMERCIAL HVAC - COMMERCIAL MINIMUM													
Permit Kind: MOBILE HOME HVAC - RESIDENTIAL SINGLE													
Permit Kind: MULTI-FAMILY HEATING, VENT & AC													
2016-00325	08/22/2016	1332 CROWN OAKS DR NE		0		50.00		1.00					51.00
Permit Kind: MULTI-FAMILY HVAC - RESIDENTIAL SINGLE													
Permit Kind: SINGLE FAMILY HEATING, VENT & AC													
2016-00292	08/04/2016	8000 JACKSON ST NE		0		50.00		1.00					51.00
2016-00291	08/03/2016	786 MAPLE ST NE		0		50.00		1.00					51.00
2016-00330	08/24/2016	8001 MCKINLEY ST NE		0		50.00		1.00					51.00
2016-00319	08/19/2016	7849 MONROE ST NE		0		50.00		1.00					51.00
2016-00314	08/17/2016	615 ROSEDALE RD NE		0		50.00		1.00					51.00
Permit Kind: SINGLE FAMILY HVAC - RESIDENTIAL SINGLE													
2016-00309	08/12/2016	1142 79TH AVE NE		0		40.00		1.00					41.00

Permit#	Date Issued	Site Address	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	State Surcharge	Park Fees	SAC Fees	WAC Fees	Total Fees
Permit Type: MECHANICAL												
Permit Kind: SINGLE FAMILY HVAC - RESIDENTIAL SINGLE												
2016-00327	08/22/2016	649 84TH AVENUE	0	0		40.00		1.00				41.00
2016-00313	08/16/2016	656 MAPLE ST NE	0	0		40.00		1.00				41.00
2016-00305	08/11/2016	7914 QUINCY ST NE	0	0		40.00		1.00				41.00
Permit Type: MECHANICAL - Totals												
			Period	10	0	460.00		10.00				470.00
			YTD	60	0	4,045.38		88.18				4,133.56

Permit Type: PLUMBING												
Permit Kind: COMMERCIAL PLUMBING												
2016-00290	08/03/2016	8492 CENTRAL AVENUE	0	0		85.00		1.00				86.00
2016-00295	08/05/2016	1625 COUNTY ROAD 10 NE	0	0		85.00		1.00				86.00
2016-00332	08/24/2016	1625 COUNTY ROAD 10 NE	0	0								

Permit Kind: COMMERCIAL SEWER												
Permit Kind: INDUSTRIAL PLUMBING												
Permit Kind: MULTI-FAMILY PLUMBING												
Permit Kind: SINGLE FAMILY PLUMBING												
016-00307	08/11/2016	1328 78TH CIR NE	0	0		45.00		1.00				46.00
016-00336	08/26/2016	801 BALLANTYNE LN NE	0	0		49.00		1.00				50.00
016-00286	08/01/2016	8047 HAYES ST NE	0	0		45.00		1.00				46.00
016-00333	08/25/2016	7778 JACKSON ST NE	0	0		90.00		1.00				91.00
016-00288	08/02/2016	8000 JACKSON ST NE	0	0		45.00		1.00				46.00
016-00315	08/17/2016	7732 LAKEVIEW LN NE	0	0		45.00		1.00				46.00
016-00328	08/23/2016	7762 LAKEVIEW LN NE	0	0		45.00		1.00				46.00
016-00318	08/18/2016	367 MANOR DR NE	0	0		45.00		1.00				46.00
016-00329	08/24/2016	375 MANOR DR NE	0	0		45.00		1.00				46.00
016-00308	08/12/2016	770 MANOR DR NE	0	0		45.00		1.00				46.00
016-00335	08/25/2016	7830 TAYLOR ST NE	0	0		45.00		1.00				46.00
016-00334	08/25/2016	8099 TERRACE RD NE	0	0		45.00		1.00				46.00
016-00293	08/04/2016	8026 WASHINGTON ST NE	0	0		45.00		1.00				46.00

Permit Type: PLUMBING - Totals												
			Period	16	0	804.00		15.00				819.00

Permit#	Date Issued	Site Address	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	State Surcharge	Park Fees	SAC Units	SAC Fees	WAC Fees	Total Fees
	YTD		47	0		2,547.00	5.00	45.00					2,592.00

Permit Type: SIGN

Permit Kind: COMMERCIAL SIGN PERMANENT													
2016-00326	08/22/2016	8498 SUNSET RD NE		0		120.00							120.00
Permit Kind: COMMERCIAL SIGN TEMPORARY													
2016-00306	08/11/2016	7700 HIGHWAY 65 NE		0		35.00							35.00
Permit Kind: INDUSTRIAL SIGN PERMANENT													

Permit Type: SIGN - Totals													
	Period		2	0		155.00							155.00
	YTD		15	0		5,000.00		2,236.44			2.50		2,238.94

Permit Type: ZONING

Permit Kind: COMMERCIAL FENCE													
2016-00312	08/16/2016	8443 UNIVERSITY AVE NE		0		45.00							45.00
Permit Kind: COMMERCIAL SHED													
Permit Kind: SINGLE FAMILY DRIVEWAY													
2016-00277	08/05/2016	713 83RD AVE NE		0		45.00							45.00
Permit Kind: SINGLE FAMILY FENCE													
2016-00300	08/05/2016	1424 80TH AVE NE		0		45.00							45.00
Permit Kind: SINGLE FAMILY SHED													

Permit Type: ZONING - Totals													
	Period		3	0		135.00							135.00
	YTD		27	0		1,230.00		15.00					1,230.00

Report Total													
	Period		56	0		\$4,752,252.05		30,856.98		16,593.11		1,579.13	49,019.22
	YTD		334	0		\$6,313,081.99		72,434.57		21,801.19		2,477.36	96,773.12

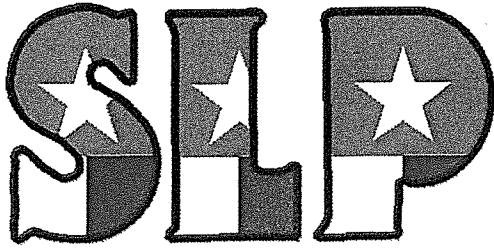
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Per City Ordinance,	Posted

\$200. vac. fee	Add'l vac.	Abandoned

<u>due 1 yr. anniv</u>	<u>(A/D)</u>	<u>\$150.00</u>	<u>Status</u>
<u>date (A/D) of date(s) add'l</u>	<u>App. Insp.</u>	<u>Res. CO</u>	<u>of</u>
<u>orig. posting</u>	<u>Due</u>	<u>Paid/date</u>	<u>Water</u>
A/D 4/4/17	4/4/16	\$ due	OFF
A/D 3/23/17			ON
A/D:6-2012 to 6-2016	Paid 7-21-11		
A/D 6/26/16	6/6/12	\$ due	ON
A/D 3/19/16	6/26/15	\$ due	ON
	3/19/15	\$ due	OFF
			OFF
A/D 5/23/13	A/D 2014,15 & 16	\$ due	ON
A/D 2/26/16	10/4/13	\$ due	OFF
AD 5/29/14	AD 5-29-15	\$ due	ON
A/D 9/24/17	5/29/13	pd.12/20/201	ON
A/D 4/21/17	5/27/16	\$ due	OFF
A/D 5/10/17	4/21/16	\$ due	OFF
	5/10/16	\$ due	OFF
A/D 4/18/17	4/18/16	\$ due	ON
A/D 10/1/15	A/D 10/1/16	\$150. due	ON
Paid 4-11-16	Paid 4-11-16		
	5/7/14	Paid 8-25-16	ON
Date		Note: Redemption date if vacated and they apply	
	to vacate		
	04/11/17		ON
	11/25/16		ON
	01/18/15		ON
	12/23/16		ON
	08/12/16		ON
	08/25/16		ON
	12/15/16		ON
	10/11/17		ON
	11/07/16		ON
	02/03/16		ON
	01/19/16		ON
	07/30/15		ON
	01/20/16		ON
	03/02/17		ON
	02/27/17		ON
	10/13/15		ON



City of Spring Lake Park

1301 Eighty First Avenue NE

Spring Lake Park, Minnesota 55432

Phone: (763) 784-6491

Fax: (763) 792-7257

FREQUENTLY ASKED QUESTIONS

Please visit our website at: www.slpmn.org
for more detail and information on these requirements.

Revised: 8/04/15

Spring Lake Park Frequently Asked Questions

Table of Contents

<u>If you have questions regarding</u>	<u>Page Number</u>
• Sheds or Detached Garage	2
• Pets	2
• Block Parties	3
• Composting	3
• Street Parking	3
• Curfew	3
• Driveways	4
• Allowed inside Setback Area	4
• Fences	4
• Garage Sales	5
• At-Home Business	5
• Daycare	5
• Watering the Lawn	5
• Noise	5
• Vehicle Parking	6
• Building Permits	6
• Recreational Fires	6-7
• Recreational Vehicles	7
• Recycling	7
• Sewer Back-ups	8
• Snow Removal	8
• Snowmobiles	8
• Outside Storage	8
• Swimming Pools	8
• Visibility at Corner Lots	9
• Trimming Trees	9
• Store and Repair Vehicles Outside	9
• Maintenance of Lawn	9
• Exterior Fire Wood Storage	9
• Renting Your Home	9
• Business Registration	9-10
• House Maintenance & Address Numbers	10
• Garbage and Recycling Containers Locations	10
• Street Light Outage	10
• Citizens Complaint for violation(s)	10

Q. What are the rules and regulations for building a shed or detached garage?

A. Accessory buildings (detached garage or sheds) are limited to a total aggregate limit of 1000 square feet. This includes all garages, sheds, and gazebos or similar detached structures.

1. Detached accessory buildings must be located only in the rear yard at a minimum of five (5) feet from rear and side property lines and eight (8) feet from the principal structure.
2. All accessory buildings must be anchored to the ground and comply with state building codes.
3. A zoning permit is required for structures up to 200 square feet. A building permit is required for structures over 200 square feet. A site plan and building cross section must be submitted with the permit application.
4. Only two detached accessory structures are permitted on each property.

Q. What do I need to know about pets in the City of Spring Lake Park?

A. Number and Types of Pets

1. A resident may own up to three (3) dogs over the age of six (6) months.
2. No person can own a ferocious or vicious animal or one known to have been afflicted with rabies.
3. The keeping, maintaining or harboring of chickens, cows, horses and other domestic animals is prohibited.

Private and Commercial Dog Kennel

1. If a resident owns more than three (3) dogs over the age of six (6) months, a kennel license is required. Such a license can only be issued by action of the City Council and the fee is \$50.00 per year. Initial issuance requires a Special Use Permit.

Pet License

1. All dogs and cats kept in the City must be licensed. The license for dogs is annual and shall be renewed in April of each year. The license for cats is perpetual and need be purchased only one time. The license fees are \$5.00 or \$3.00 if spayed or neutered. The owner must provide proof that the animal is vaccinated against rabies.

Leash Law

1. No person shall allow an animal to run at large within the City of Spring Lake Park. The code considers the animal "at large" if it is on any public place or on the private property of others without permission. Animals may be allowed off their property if they are on a leash.
2. No person shall allow an animal to be unleashed in its own yard unless that animal is contained within a fenced area or under the direct control of the owner.

Noisy Animals

1. Animals are not allowed to be kept in the city if they are habitually or frequently barking, yelping, or howling causing any serious annoyance to any other person in the city.

Q. What do I need to know if our neighborhood wants to have a block party?

A. Block Parties are permitted without a special permit. However, there are several important issues residents should be aware of:

1. Residents may not barricade or block off streets unless approved by the Spring Lake Park City Council.
2. Be conscientious of loud music and impact to surrounding neighbors. The City's noise ordinance restricts noisy parties and gatherings.

Contact the Spring Lake Park Police Department at (763) 792-7200 for additional information or dispatch for complaints.

Q. I want to put compost in my yard. What are the regulations?

A. Yard waste may be composted only if the following guidelines are followed:

1. Use only yard waste, fruit or vegetable waste and coffee grounds.
2. Meat, bones, plastics, feces, fat, oil, dairy products, logs or brush larger than 1/4 inch in diameter are prohibited.
3. It must be enclosed in a container to prevent animals from disturbing the contents, and in such a manner as not to create an odor.
4. A compost may not occupy any front yard, setback, must be three (3) feet away from any side or rear yard lot line, and no closer than twenty (20) feet from any habitable building other than the composter's home.
5. A compost area shall not be larger than ten (10) feet wide by ten (10) feet long, not to exceed one hundred (100) square feet, and be no more than four (4) feet tall.

Q. Can I park on the Street in Spring Lake Park?

A. It is unlawful for any person to park or permit someone to park any vehicle upon any city street between the hours of 2 a.m. to 8 a.m. from November 1st through March 31st. It is also unlawful for any person to park any vehicle upon any city street following a snowfall of three inches (3") or more in depth regardless of the time of day, until such time as the snow has been plowed from curb to curb. Vehicles left on the street in violation may be ticketed and/or towed.

If you have a special occasion or event at your home that requires street parking during the time the seasonal parking restrictions are in effect, you must notify the SLP Police Department.

Q. Are there any curfews within the City of Spring Lake Park?

A. The presence of minors in public places is regulated by City curfew during night time hours as follows:

<u>Age Group</u>	<u>Time Allowed</u>
Up to 12 Yrs.	Sun - Thurs 9:00 p.m. - 5:00 a.m.
	Fri - Sat 10:00 p.m.-5:00 a.m.
12-14 Yrs.	Sun - Thurs 10:00 p.m. -5:00 a.m.
	Fri - Sat 11:00 p.m. -5:00 a.m.
15-17 Yrs.	Sun - Thurs 11:00 p.m.-5:00 a.m.
	Fri - Sat 12:01 a.m.-5:00 a.m.

Q. I want to add a driveway to my garage. What are the regulations?

A. A Zoning Permit is required for any driveway construction or improvement.

1. Driveway width at the street and in the boulevard shall be a minimum of twelve (12) feet and not exceed the width of the garage or twenty four (24) feet whichever is greater.
2. The driveway may not be located closer than five (5) feet from property line.

A. Driveways shall meet one of the following requirements:

- a) 2" bituminous mat with 4" Class V aggregate
- b) 4" concrete with W-W-M
- c) 6" concrete
- d) Minimum slope of 1% to street. Maximum slope of 13% to street.

Q. What can I build inside the regular yard setbacks?

A. In any yard, encroachments such as; chimneys, flagpoles, ornamental features, sidewalks, fences, landscaping, posts, or other amenities are permitted. On corner lots, encroachments are not permitted in excess of thirty (30) inches above the curb line within the sight 50 foot distance triangle of the street intersection. Encroachments are not permitted within present or proposed street right of way lines.

In front yards, the front door stoop may extend a distance of six (6) feet or less. A guardrail may be installed if necessary. No roof is allowed over such a stoop.

In rear yards, balconies and breezeways are permitted provided they are forty (40) feet or more from the rear lot line and at least ten (10) feet from the side lot lines. Detached outdoor facilities must be five (5) feet or more from adjoining lot lines.

Q. I want to put up a fence. What are the rules and regulations?

A. A zoning permit is required if a fence is to be constructed or an existing fence is to be substantially altered.

1. The entire fence must be located on the owner's property. Post and framework must be placed within property lines and the fencing materials must be installed finished side out.
2. All fences must be maintained in a state of reasonable repair.
3. The following height requirements must be met:

Front Yard

- a. Maximum height of four (4) feet in front of residential structure. The front yard of a corner lot shall not contain any fence, which may cause danger to traffic on a street by obscuring the view.
- b. On corner lots, no fence shall be permitted within the intersection sight distance triangle, which is fifty (50) feet in each direction from the corner along the curb.

Side and Rear Yard

- a. Maximum height of six (6) feet in residential areas.
- b. Maximum height of seven (7) feet in commercial areas.

Permit

Zoning permits are required to install a fence. An accurate site plan locating the fence, house and streets must be provided for review. The fee is \$45.00.

Q. How does Spring Lake Park regulate garage sales?

A. Garage Sales are permitted without special permit if they meet the following standards:

1. Sale may last no longer than three (3) days between the hours of 8 a.m. and 8 p.m. and are held no more than twice yearly.
2. No new retail goods purchased for sale or consignment goods may be offered for resale.
3. All advertising must be free standing and placed on private property with the owner's consent and removed within 24 hours of the sale. Signs may be no larger than 2 feet by 3 feet.

Q. Does Spring Lake Park allow a business out of someone's home?

A. Home businesses are allowed within the residential zone of Spring Lake Park only if they meet the following requirements:

1. A Special Use Permit issued by the City Council.
2. Any occupation or profession, which is clearly secondary to the main use of the premises, carried on by a member of the family residing on the premises, conducted entirely within the dwelling. Home businesses are not allowed in the garage.
3. The only sign allowed is a nameplate, attached to the building entrance and no larger than one square foot in area.
4. Not over twenty five (25) percent of the gross floor area of any one story may be used for home occupation or professional use.

Q. I want to run a home daycare out of my house, what do I need to know?

A. All Home Day Care businesses are licensed by Anoka County. *Call Anoka County (422-7146) with specific questions or complaints.* The State of Minnesota licenses Day Care Centers.

Q. When can I water my lawn in Spring Lake Park?

- A.**
1. Sprinkling is allowed on an odd/ even basis all year long.
 2. Properties with addresses that end in even numbers may sprinkle on even numbered days, properties with addresses that end in odd numbers may sprinkle on odd numbered days.
 3. New sod or seed are exempt for 2 weeks after installation. Residents with private wells are encouraged to follow the odd/ even schedule.
 4. The policy to conserve water makes sense economically and ecologically, as it is a precious resource. We encourage you to sprinkle in the morning when it does the most good and to place the sprinklers where the lawn is watered and not the driveway or sidewalk.

Q. What are the rules and regulations regarding noise?

A. Construction activities and loud music are prohibited between the hours of 10:00 p.m. or before 7:00 a.m. Noise level must not exceed 50 decibels during this time for any reason.

Q. Where & when can I park my vehicle in Spring Lake Park?

A. The following parking regulations apply to all residential properties. Questions and complaints can be directed to Code Compliance.

1. Parking on the lawn, grass or dirt is prohibited.
2. All vehicles parked on the driveway must be currently licensed and operable.
3. No parking is permitted on side or rear yards.
4. No partially dismantled, non-operating, wrecked, junked or discarded vehicle may remain on the property longer than 96 hours unless it is stored in the garage.

Winter Parking Restrictions

1. No parking on City streets between the hours of 2 a.m. - 8 a.m. from November 1 through March 31.
2. No parking on City streets after three (3) inches of snowfall regardless of the time of day, until the snow has been plowed curb to curb. City plows may need to make two or more passes to clean the snow curb-to-curb.
3. Violators may be ticketed and towed.

Commercial Vehicles Parking of commercial vehicles is prohibited in any residential district with the following exceptions:

1. Commercial trucks with up to one-ton carrying capacity.
2. Tractors used for pulling trailers.
3. Commercial busses. One such vehicle per residence is permitted.

Q. When do I need to get a building permit?

A. All residential construction, require a permit for the following:

1. Swimming pools
2. Accessory buildings (detached garage and sheds)
3. Decks
4. Re-roofing
5. Window replacement
6. Siding
7. Towers, antennas and satellite dishes (Require a Zoning Permit).

Separate permits are required for the installation of new plumbing and heating equipment. Required submittal for building permits include a site plan, 2 sets of building plans. (Including cross sections, floor plan and elevation views), and completion of a building permit application. When required by state law, all residential contractors must carry a State of Minnesota residential contractor's license.

Q. What can I burn in my fire pit?

A. Open burning is not permitted. Recreational fires are permitted under the following conditions:

1. Only natural firewood in lengths less than two (2) feet.
2. Fire must be contained in a ring or pit not more that three (3) feet in diameter.
3. Fire ring or pit must be located at least twenty five (25) feet from any structures or combustibles.
4. An adult with a means to extinguish it readily available must constantly attend fire.
5. Recreational fires are not permitted on windy days, on sites with construction activities, or when there is a fire ban in effect.

Police and Fire Department officers may require that a fire be immediately extinguished if it is not in compliance with the above, the smoke is offensive to neighbors, or the burning constitutes a hazardous condition. Violation of these fire rules is a misdemeanor and is punishable by fines up to \$750 and/or 90 days in jail.

Q. What are the rules and regulations concerning my recreational vehicle?

- A. No trailer or boat is allowed to be parked or stored for more than thirty (30) days in any residential district except as follows:
1. A trailer may be used as a temporary office or shelter incidental to construction on, or development of, the premises on which the trailer is located during the time construction or development is actually underway.
 2. The following trailers and boats may be parked or stored on a lot provided they meet the following criteria:
 - a. They are not used for living, sleeping, housekeeping or business purposes.
 - b. One recreational vehicle may be parked within the front yard setback provided it is not closer than five (5) feet to the side yard property line and is on an approved driveway.
 - c. Boats not exceeding thirty (30) feet in length.
 - d. Any trailer or boat may be parked anywhere on the premises for loading and unloading purposes.

Q. How is recycling conducted in Spring Lake Park?

- A. Curb Side Pick Up Spring Lake Park offers curbside pickup of recyclables every other Thursday. The city is divided into two zones. Zone one (1) is all properties north of 81st Avenue. Zone Two (2) is all properties south of 81st Avenue. Recycling must be placed at the curb by 7:00 a.m. Materials accepted at curbside are:

1. Cans (aluminum, steel, bi-metal, and tin)
2. Glass (food and beverage bottles and jars)
3. Plastic Bottles (small neck #1 & #2) - NO motor oil or automotive bottles of any kind
4. Corrugated Cardboard: flattened & bundled, No larger than 3x3 ft. & no pizza boxes
5. Phone Books
6. Magazines
7. Mixed / Junk Mail
8. Newspapers

Bi-annual City Wide Clean Up - Drop Off Site Spring Lake Park offers special recycling days in April & October at the City Hall parking lot. The following items are collected at those events:

1. Scrap metal
2. Tires
3. Batteries
4. Fluorescent bulbs
5. Electronics for a fee
6. Appliances for a fee

Call the Recycling Coordinator at 792-7219 for additional information.

Q. What should I do if my sewer backs up?

- A. Call the City first if your sewer line backs up. We will come out 24 hours a day 7 days a week, at no charge, to determine where the problem lies. If the City line is blocked, crews will fix it. If the blockage is in a homeowner's line, it is the homeowner's responsibility. We can, however, determine if the problem is in the house or between the house and the street.

If you have your sewer line cleaned, please call the city. Many times sewer back ups are caused by tree roots which have been cleaned from a homeowner's line. A public works employee will gladly check the line in front of your house at no charge. This ensures your roots will not cause a problem for the neighbors down the line.

Q. Are there any special snow removal requirements in Spring Lake Park?

- A. It is against state law to deposit snow, slush or ice onto city streets or private property without permission. It can create hazardous driving conditions for the traveling public and our neighbors. If there is a fire hydrant on your property, you could keep it clear for possible fire department use.

Q. What are the rules and regulations for snowmobiles?

- A. Snowmobiles are prohibited on any city street or city right of way, Laddie Lake, or any city park, within the City of Spring Lake Park. All snowmobiles must be currently licensed and operable to be parked on any residential property.

Q. Can I store materials, supplies, or vehicles outside my garage or home?

- A. Outside storage is regulated as follows:

1. Outdoor storage of vehicles, materials, supplies or equipment not customarily used for residential purposes is prohibited.
2. Outdoor storage facilities (sheds) must meet the current building code requirements and be placed not less than five (5) feet from adjoining lot lines, and can be no more than fifteen (15) feet high.
3. No partially dismantled, non-operating, wrecked, junked or discarded vehicle may remain on the property longer than 96 hours unless it is stored in the garage.
4. Only one recreational trailer, vehicle or boat may be stored on a residential lot provided it is parked on the driveway or stored in the rear yard. All trailers and boats must be currently licensed and operable.

Q. What do I need to know to install up a swimming pool in my yard?

- A. The following rules and regulations apply to the installation of swimming pools:

1. Swimming pools are allowed in back yards only.
2. Pools must be located at least ten (10) feet from any side or rear property line and six (6) feet from any principal structure or frost footing.
3. Swimming pools may not be located beneath overhead utility lines or over underground utility lines of any type.
4. All outdoor pools need to be completely enclosed by a safety fence or wall and locking gate. Fence and gates must be at least four (4) feet tall.
5. A building permit is required for all pools in excess of five hundred (500) gallons or more and for two (2) feet or more in depth.

Q. Is traffic visibility a concern on corner lots?

- A. Yes! All corner lots are not allowed any fence, object, or planting in excess of thirty (30) inches in height within the sight distance triangle. This is measured along the curb fifty (50) feet in both directions from the corner.

Q. Any rules and regulations for trimming my trees?

- A. You are required to trim any of your trees that hang over the city sidewalks or streets. You must dispose of your leaves and brush properly at a public compost site or recycle them with your garbage hauler. It is against State Law to rake or blow your leaves into the street and it is against local fire regulations to burn your leaves. Minnesota State law prohibits homeowners of disposing any tree waste in your garbage.

Q. Can I fix or store my vehicle outside?

- A. Junk Vehicles The City of Spring Lake Park does not allow outside parking or storage of junk cars. All vehicles must be in operable condition and currently licensed to the occupants of the property.

Vehicle Repair In residential districts, residents are not allowed to repair or do maintenance on vehicles on public streets. Vehicle repair businesses are not allowed. A resident may do repair or maintenance on their own vehicle in their own driveway. All work must be completed within 96 hours.

Q. How must I maintain my lawn?

- A. Homeowners are required to mow and maintain their residential property. Weeds and grass growing to a height of nine (9) inches on any property is considered a public nuisance and is in violation of City Code.

Q. Can I store wood outside for winter burning?

- A. Fire wood must be stored in a safe and orderly manner as follows:
1. Cut in uniform lengths.
 2. Stored not more than six (6) feet high.
 3. Stacked in rear or side yards not closer than five (5) feet to adjoining property lines.
 4. Stored six (6) inches off ground to discourage rodent habitation.

Q. What if I want to rent my home or part of it, what is required for that?

- A. All or any part of a residential home, multiple dwelling, or apartments that are rented must be registered with the City of Spring Lake Park. Rental registrations are required on all rental units every year. Inspections are conducted every two years.

Please contact the Spring Lake Park Code Enforcement Rental Clerk at 763-784-6491 for registration applications or questions.

Q. Is my business required to be registered in Spring Lake Park?

- A. All businesses within SLP are required to have a Certificate of Occupancy or CO. The CO acts as a registration for businesses and in addition an inspection for zoning, fire and building code regulations. Any new or relocated business must apply for a Certificate of Occupancy and be inspected and pass before occupying conducting business. Renewal and re-inspection of Certificate of Occupancy are

required for assemblies, and hazardous businesses on a yearly basis (this includes churches). All other businesses are required renewal and re-inspection every three (3) years.

Q. How must I maintain my home in Spring Lake Park?

- A. Houses must be kept in sound condition and free from deterioration. All house numbers must be at least 4 inches in height and visible from the street. If emergency personnel cannot find your home in a timely manner, it could be the difference between life and death.

Q. Where can I place my garbage and recycling containers?

- A. All properties must have garbage service. Garbage, recycling, and yard waste containers must be placed at the curb no earlier than 8 p.m. the night before collection and must be moved and stored behind the front yard setback (in your garage, on the side of your garage or house) no later than 10 p.m. the day of collection. Garbage containers are not allowed in the front yard at any time except for the day of collection in Spring Lake Park.

Q. My street light is out. Who do I contact?

- A. Contact Xcel Energy at 1-800-960-6235.

Q. My neighbor is in violation of one of the regulations listed in this FAQ. What the best way for me as a concerned citizen to address this?

- A. The City of Spring Lake Park encourages its citizens to kindly communicate with their neighbors first regarding potential violations. Kindly inform your neighbors that in order to help maintain a higher quality of life and safety, and to protect property values within our community, is the sole reason these regulations exist. Often residents are not aware of city codes that may affect your property and will need and appreciate a caring neighbor to inform them of such regulations.

Should one or two gentle reminders be unsuccessful, all concerns and complaints regarding property maintenance and nuisances are required to be submitted in writing or in electronic form before investigation inspection will be conducted by the Code Enforcement Department. In order to ensure that every concern is appropriately addressed and to protect complainants from possible reprisal, every complainant must provide a written or electronic statement regarding the nature of their complaint. Complainants must provide their contact information but can indicate that they wish to remain anonymous/confidential. (If a complaint were to make its way to court, it is possible that a judge could require a complainant to be named).

To request an investigation, express concerns, or ask questions regarding property maintenance and/or nuisance enforcement related issues, please contact the Code Enforcement Department at www.slpmn.org under "Code Enforcement Request Services" on the Enforcement Menu, or by completing the "Official Citizen's Complaint Form" at City Hall and submitting by mail or in person.

Please contact the Code Enforcement Department at 763-784-6491 for registration applications or questions.

Please be sure to also visit the Spring Lake Park web site at:
www.slpmn.org for more information.

MEMORANDUM

TO: MAYOR HANSEN AND MEMBERS OF THE CITY COUNCIL
FROM: DANIEL R. BUCHHOLTZ, CITY ADMINISTRATOR
SUBJECT: PRELIMINARY LEVY ADOPTION
DATE: AUGUST 29, 2016

The City Council, in August, reviewed the proposed 2016 budget that was presented by City staff. As the preliminary tax levy is required to be submitted no later than September 30, 2015, it is necessary for the City Council to take action to set the preliminary levy.

Resolution 16-20 would establish the proposed 2016, pay 2017, tax levy at \$3,136,082. This is an increase of 5.38% from the 2015, pay 2016, tax levy. A portion of the increase is attributable to debt service associated with the 2014-2015 Street Improvement project bond. The remainder of the increase is associated with anticipated increases in the City budget.

Resolution 16-21 also sets the date of the annual Truth-in-Taxation public hearing for Monday, December 5, 2016 at 7:00pm at Spring Lake Park City Hall.

Per State Law, the preliminary tax levy establishes the maximum tax levy for 2016. The final tax levy, which will be set on December 19, 2016, can be the same or lower than the preliminary tax levy.

City staff is also seeking approval of Resolution 16-21. This resolution will cancel or reduce three debt service levies – the City's portion of the 2005A General Obligation CIP Bond (Fire Department), the 2013B General Obligation CIP Bond (Public Works Building), and the 2014A General Obligation Improvement Bond (street projects). This resolution reduces the 2015, pay 2016, required debt service levy from \$505,556.71 to \$234,000. The reductions are funded through a combination of Local Government Aid, Public Utilities, Special Assessments and Municipal State Aid funds.

Budgets for Public Utilities, the Municipal Liquor Store operation and the Capital Improvement Plan will be presented to the City Council in the near future.

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

RESOLUTION NO. 16-20

RESOLUTION ADOPTING PROPOSED 2016 TAXES COLLECTABLE IN 2017

BE IT RESOLVED by the City Council of the City of Spring Lake Park, Anoka and Ramsey Counties, Minnesota, that the following sums of money be levied for the current year, collectable in 2017, upon the taxable property in said City of Spring Lake Park, Minnesota:

General Revenue	\$2,902,082
2013A G.O. Equipment Certificate	\$ 144,000
2014A G.O. Improvement Bonds	<u>\$ 90,000</u>
TOTAL LEVY:	<u>\$3,136,082</u>

BE IT FURTHER RESOLVED that the City Clerk of the City of Spring Lake Park is hereby instructed to transmit a certified copy of this resolution to the County Auditors of Anoka and Ramsey Counties, Minnesota; and

BE IT FURTHER RESOLVED that the annual Truth in Taxation Public Hearing is scheduled to be held at 7:00 P.M. on Monday, December 5, 2016 in the Council Chambers, Spring Lake Park City Hall.

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 6th day of September, 2016.

Cindy Hansen, Mayor

ATTEST:

Daniel R. Buchholtz, Administrator

RESOLUTION NO. 16-21

RESOLUTION CANCELLING OR REDUCING BOND LEVIES – 2016/2017

BE IT RESOLVED by the City Council of the City of Spring Lake Park, Anoka and Ramsey Counties, Minnesota, that there is irrevocably available and on-hand funds for the following General Obligation bonds:

1. The sum of \$79,000 for the 2017 installment of the 2013B G.O. Capital Improvement Plan Bond.
2. The sum of \$131,000 for the 2017 installment of the 2014A G.O. Improvement Bond.

BE IT FURTHER RESOLVED that, in accordance with Minnesota Statutes Section 475.61, as amended from time to time, the County Auditors of Anoka and Ramsey Counties are hereby authorized and directed to reduce by the amounts above mentioned the tax that would otherwise be included on the rolls for 2016, collectable in 2017.

BE IT FURTHER RESOLVED that the City Clerk of the City of Spring Lake Park is hereby instructed to transmit a certified copy of this resolution to the County Auditors of Anoka and Ramsey Counties, Minnesota.

The foregoing resolution was moved for adoption by.

Upon roll call, the following voted aye:

And the following voted nay:

Whereupon the Mayor declared said resolution duly passed and adopted this 6th day of September, 2016.

Cindy Hansen, Mayor

ATTEST:

Daniel R. Buchholtz, Administrator

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

I, Daniel R. Buchholtz, duly appointed and qualified Assistant City Administrator 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. 16-21, A Resolution Cancelling Bond Levies – 2016/2017, adopted by the Spring Lake Park City Council at their regular meeting on the 6th day of September 2016.

Daniel R. Buchholtz, Administrator

(SEAL)

Dated: _____



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

MEMORANDUM

TO: Spring Lake Park City Council
FROM: Barry L. Brainard, Code Enforcement Director
RE: Code Enforcement Permit Works Module Software
DATE: September 1, 2016

Code Enforcement use of Permit Works software for issuing and tracking permits which began in 2015, has been a success. To add to that success, I am requesting to add two modules for 2017.

The first module is Rental Licensing. This module works in conjunction with our existing Permit Works permitting software. With nearly 1,000 rental units existing in Spring Lake Park, this software will simplify issuing and tracking rental licensing and inspections, instead of the basic spreadsheet it currently exist on.

The second module is called the Remote Inspector. This module allows inspectors to conduct in the field inspections from their tablet and input data and pictures out in the field so that data and picture transfer do not need to be duplicated later in the office. This module also works in conjunction with our existing Permit Works software. This module also requires the use of a tablet in the field. The City of Spring Lake Park currently uses AT&T as our phone and data provider. Permit Works Software Consultant, Maryn Lutz, recommends the use of a Microsoft Surface tablet, as she has reported great success with other cities using this module and the Surface Tablet in the field for inspections and durability. While we do currently have a Dell tablet, I would recommend that the tablet remain for the use of the City Administrator/City Council for digital displays at the meetings.

The cost to implement these modules is as follows:

Rental Licensing:

1. \$1,695.00 License.
2. \$1,500.00 Training.
3. \$ 595.00 Annual Support (Starts in 2017)

Remote Inspector:

1. \$1,595.00 License.
2. \$ 85.00 Per month for each Inspector. (Starts in 2017)
3. \$ 700.00 Microsoft Surface Tablet from AT&T
4. \$ 10.00 Per month for unlimited data to connect to City Hall servers by tethering from my existing smartphone (Starting in 2017)

Therefore, I am requesting permission from the City Council to purchase the two modules as listed above for the amount of \$ 5,495.00 to be deducted from the Code Enforcement Seasonal Internship budget of \$10,080.00 for 2016 (Seasonal Internship was not necessary this year as I was able to delegate much of my office duties to Kristine Pearson, Permit Technician).

Code Enforcement budget will increase as follows starting in 2017 to accommodate the new modules:

1. \$ 595.00 Rental Module Software Support
2. \$1,020.00 Remote Inspector Module Software Support (\$85.00 x 12)
3. \$ 120.00 AT&T Data and Internet use for tablet (\$10.00 x 12)

\$1,735.00 Total per year

With anticipation of the Spring Lake Park High School addition and the continuation of inspections for Emmanuel Christian Center Church and possibly the Senior Development on County Highway 10 for 2017, the Remote Inspector module will be put to use immensely and should assist in organization and productivity immediately.

If you have any questions in regards to my request, please contact me at bbrainard@slpmn.org

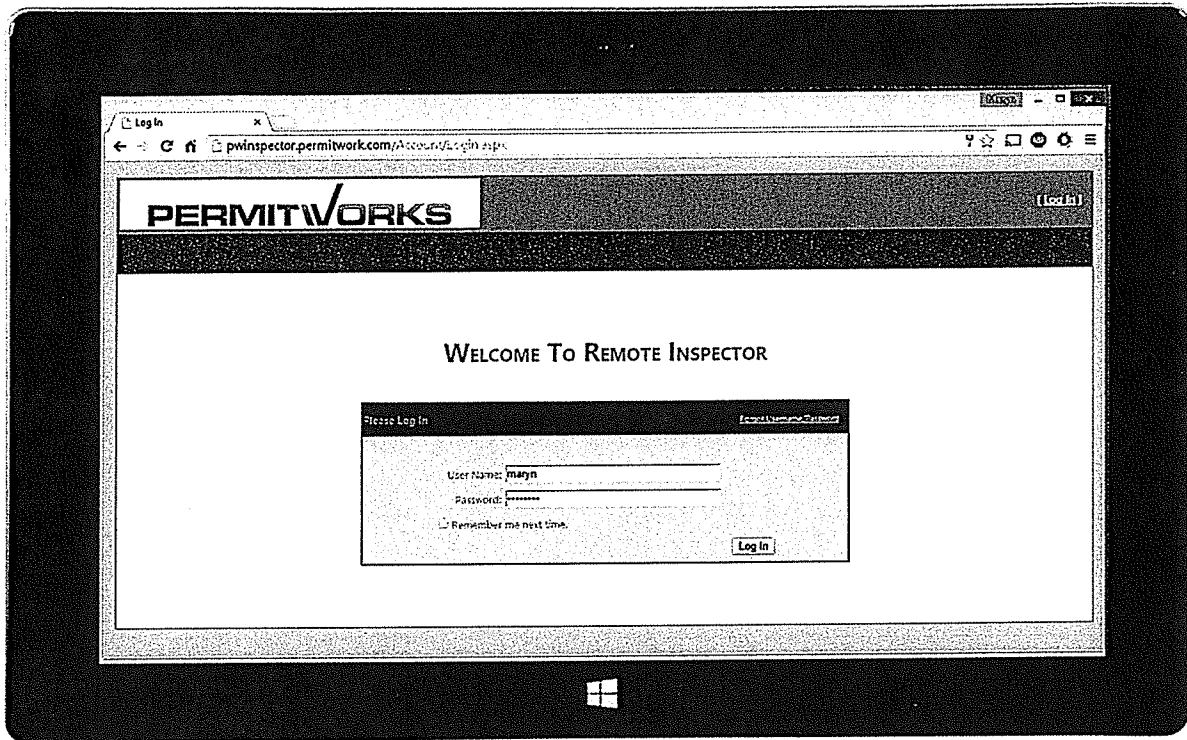
**City of Spring Lake Park
Budget Adjustment Request**

Account Number	Description	Current Budget	Proposed Budget
101-42300-1040	Temporary Salary	\$10,080	\$4,590
101-42300-5000	Capital Outlay	\$0	\$5,490

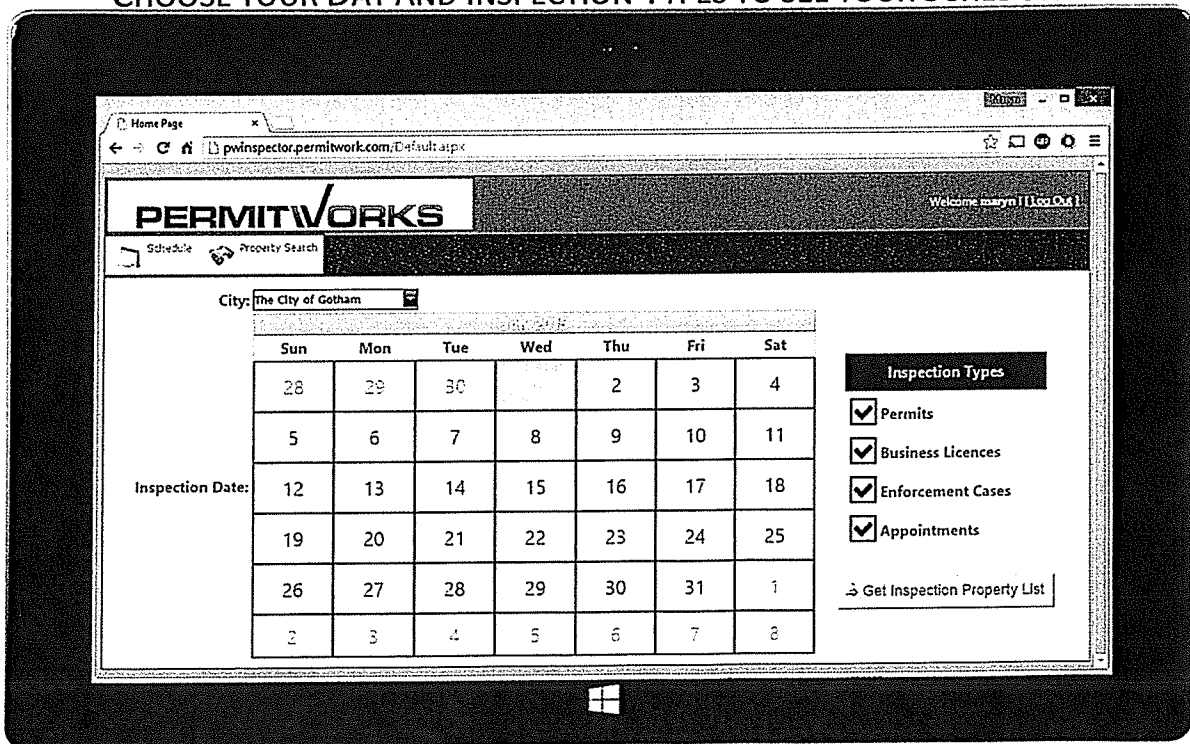
PERMITWORKS

1

EACH INSPECTOR USES THEIR OWN LOGIN TO REMOTE INSPECTOR



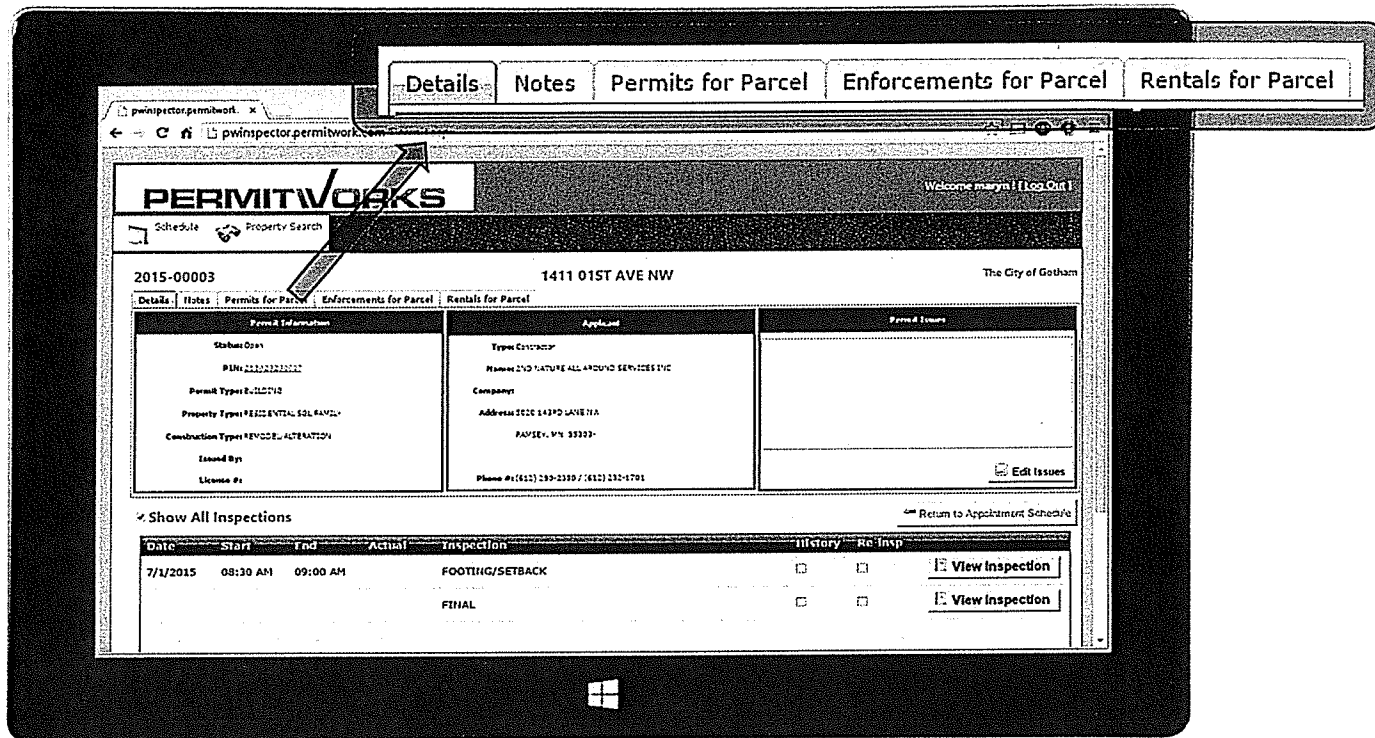
CHOOSE YOUR DAY AND INSPECTION TYPES TO SEE YOUR SCHEDULE



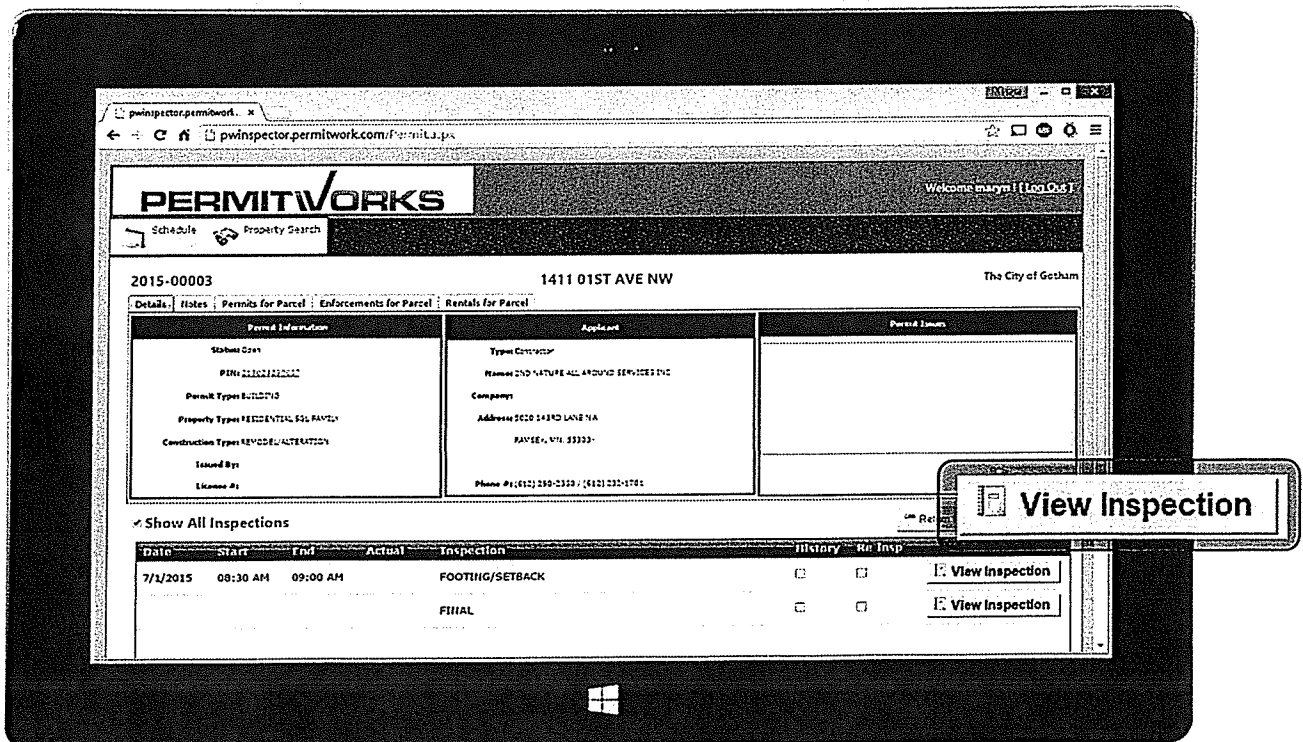
PERMITWORKS

3

SHOWS PERMIT INFORMATION AND ACCESS TO MUCH MORE



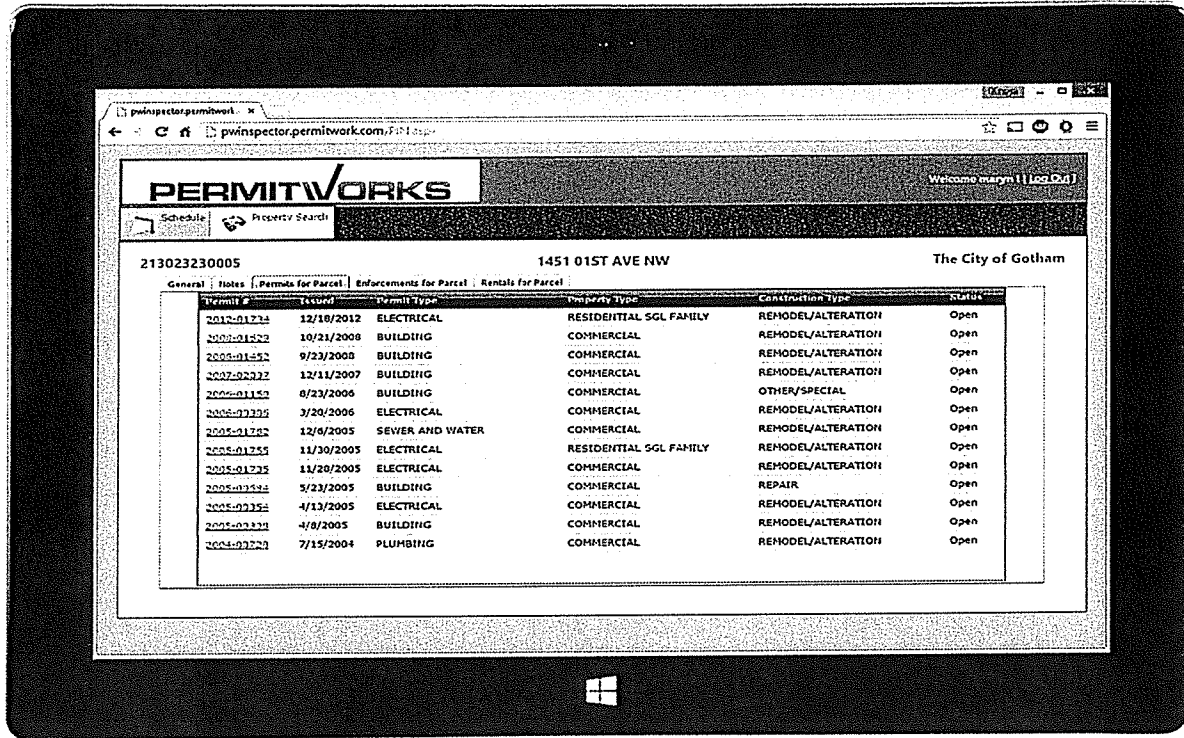
OPEN INSPECTION DETAIL



PERMITWORKS

5

PICK THE PARCEL — SEE ALL PERMITS, ALL RENTAL REGISTRATION, ALL ENFORCEMENT CASES



PERMITWORKS REMOTE INSPECTOR MODULE

\$85 PER INSPECTOR MONTHLY

\$1595 ONE TIME IMPLEMENTATION & TRAINING FEE

PERMITWORKS

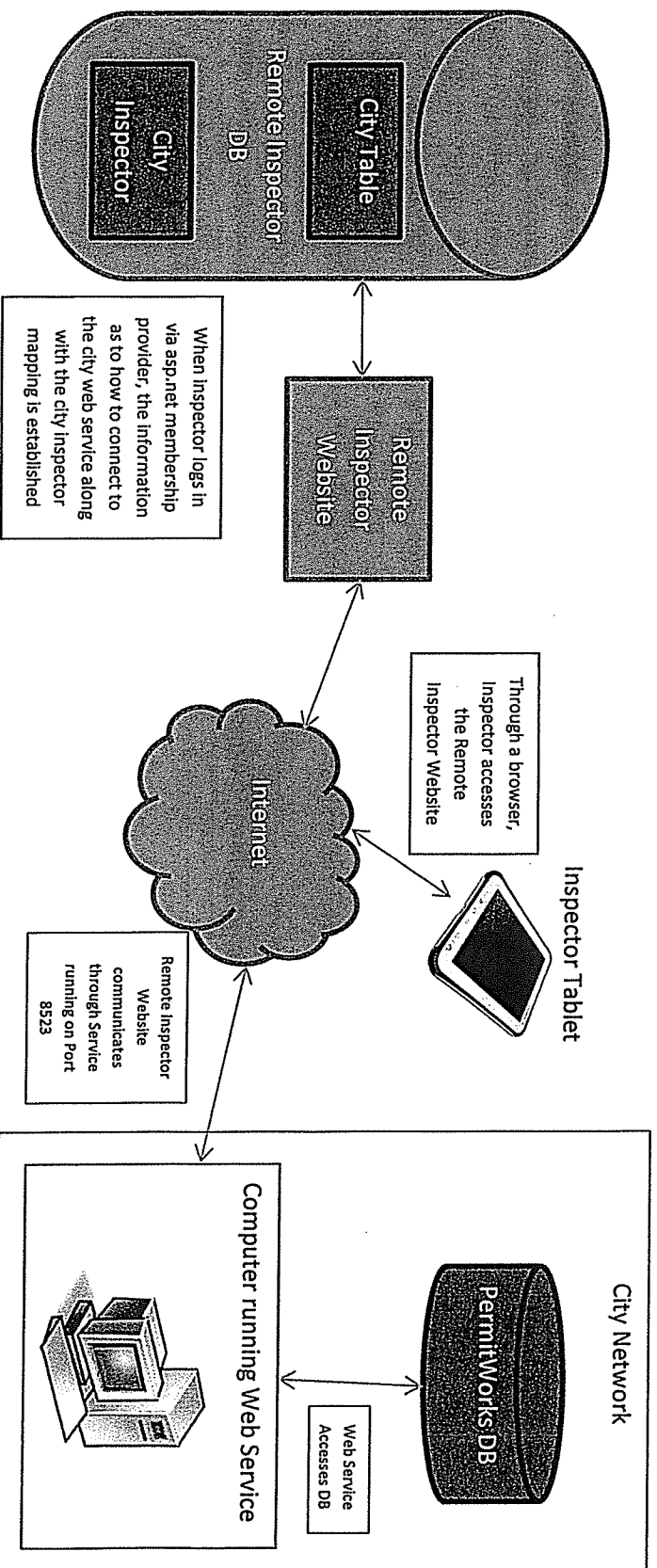
PermitWorks Remote Inspector

The PermitWorks Remote Inspector is a web based application that connects to a city's PermitWorks database for use in retrieving and updating the inspection information for Permits, Rentals, and Enforcement cases.

The PermitWorks Remote Inspector website, based on user's login credentials, connects the user to a webservice in their city computer network. The webservice must reside on a computer within the city's network that has access to the PermitWorks database.

The PermitWorks webservice does not require IIS to run. The webservice is attached to a Windows service that is started when the computer is booted. With the Windows service running, the PermitWorks Remote Inspector website can access the Operation Contracts of the Web Service to perform the needed operations for the website.

Installing the program is as simple as installing any windows program. When the program is installed, the PermitWorks webservice will appear in the Windows Services list. Depending authentication needed to access the PermitWorks database, the service logon information may need to be modified. Also port 8523 will need to be opened through the firewall of the computer running the service.



Barry Brainard

From: Maryn Lutz <maryn@permitworks.co>
Sent: Monday, March 14, 2016 1:46 PM
To: 'Barry Brainard'; kpearson@slpmn.org
Subject: Rental and Remote Inspector
Attachments: PermitWorks Remote Inspector Information.pdf; Permitworks Remote Inspector Security.pdf

Thanks for your time this morning. Was nice to talk with you both!

Here are the costs:

Rental Licensing Module

\$1,695.00 Software License

\$595.00 Annual Software Support

\$1,500.00 Implementation & Training (cost is by the hour @ \$120/hr. This is a not to exceed amount)

Remote Inspector Module

\$1,595.00 Implementation & Training (depends on implementation level of difficulty – cost is by the hour @ \$120/hr.

This is a not to exceed amount)

\$85/mo. per Inspector

Let me know if you have questions or need anything else.

Maryn

PERMITWORKS

E: maryn@permitworks.co

Kristine Pearson

From: Maryn Lutz <maryn@permitworks.co>
Sent: Wednesday, August 03, 2016 10:26 AM
To: kpearson@slpmn.org
Subject: RE: Rental and remote inspector module

Exciting news!!

Yes, we can get rental up and running quickly. What types of rental licenses are you going to track? Some cities are just doing single family homes while others have duplex, town home, apartment too. Let me know how soon you'd like to work on this together.

We can get Remote Inspector up and running as soon as you like. I would just need to work with your IT person to get things in place on the network.

As far as the tablet choice it is mostly preference and connection that will drive the decision. I would not recommend a phone for this.

It is scaled to be used on a tablet.

While PermitWorks Remote Inspector will work on any tablet that has the ability to browse the internet, there are a few things one might want to consider when choosing a tablet.

1. Do you want the tablet to be able to access the internet as a standalone device (4G LTE) or do you plan to use a secondary device for internet access – a hotspot?
2. Do you plan to install any Windows based software programs on the tablet? If yes, you will want to look into a Windows tablet such as a Microsoft Surface or others.
3. Do you plan to use a physical keyboard that attaches to the tablet or just use the on screen keyboard?
4. Do you want the tablet to be on the lighter side or does heft not matter? Maybe head to Best Buy and try a couple options out with their keyboards.
5. Does your city use a particular cellular provider that sells tablets with built-in 4G so that you would not need a second device to connect to the internet?
6. Does your IT staff have a preference on what they will support?

Contactor Module:

\$1695 Software License

\$595 Annual SSP

\$1500 Implementation & Training

Looking forward to getting all of this underway!

Best,
Maryn

PERMITWORKS

E: maryn@permitworks.co

Due to the nature of my position, please contact me via e-mail for faster response

From: Kristine Pearson [mailto:kpearson@slpmn.org]

Sent: Wednesday, August 3, 2016 10:14 AM

MEMORANDUM

TO: MAYOR HANSEN AND MEMBERS OF THE CITY COUNCIL
FROM: TERRY RANDALL, PUBLIC WORKS DIRECTOR
SUBJECT: REQUEST TO PURCHASE LAWN MOWER
DATE: SEPTEMBER 1, 2016

I am seeking approval to purchase a new lawn mower for the Parks Department. The current one is a 2009 and has 2600 hours on it. It has been a very good piece of equipment; we use this on a daily basis for cutting all city properties.

The quote I was provided for the new mower is \$62,158.40. The trade in value of the current mower is \$13,000, for a total of \$49,158.40. I had budgeted for the mower in the 2013 equipment bond, however \$19,922.00 was used to buy a snow blower for the trackless. I have \$34,675.32 in the equipment bond and the remaining funds will come from the right-of-way fund per Dan's suggestion.

The vendor is MTI Distributing in Brooklyn Center, MN and the price is off the state contract. This a Toro mower which should last about eight years. I have attached a copy of the quote to my memo.

If you have any questions, please do not hesitate to contact me at 763-784-6491.



**MTI Distributing
Equipment Proposal
August 24, 2016**



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

Expiration Date: 9/23/2016

Qty	Model Number	Description	Price	Price Extension
1	30608	Groundsmaster 4100-D (Tier 4 Final Compliant)	\$62,158.40	\$62,158.40
1	30414	North American Road Light Kit		
1	xx-ue	Less trade in Toro 2009 GM 4100 30413 2900031	(\$13,000.00)	(\$13,000.00)

MN State Contract

Sub-total \$49,158.40

Quote is valid for 30 days
New Toro commercial equipment comes with a two-year manufacturer warranty
Equipment delivery at no additional charge
Tax is not included in pricing.

Thank you for the opportunity to submit this quote. If you have any questions, please do not hesitate in contacting us.

Bob Frank, SCPS
Outside Sales Representative
612-877-0837

Mandi Prinsen
Inside Sales Representative
763-592-5641

MTI Distributing, Inc. • 4830 Azelia Avenue N. #100 • Brooklyn Center, MN 55429

MEMORANDUM

TO: MAYOR HANSEN AND MEMBERS OF THE CITY COUNCIL
FROM: DANIEL R. BUCHHOLTZ, CITY ADMINISTRATOR
SUBJECT: SITE PLAN APPROVAL FOR SUBSTANCE CHURCH
DATE: AUGUST 31, 2016

Substance Church has submitted an application for site plan review for a small parking lot addition to their property at 8299 Central Avenue NE.

The current site area is 294,002 square feet. The total amount of impervious surface area on the site is 209,560 square feet or 71.3% of the site. The proposed parking lot improvement will add 8,990 square feet of impervious surface to the site, increasing the coverage percentage to 74.3%. Appendix D of the Spring Lake Park City Code limits the amount of impervious surface coverage on any Commercial or Industrial lot to 75%.

City Engineer Gravel is reviewing the plans from an engineering design perspective. He will present a detailed report at the September 6 City Council meeting. The proposed parking lot includes a number of landscape elements to meet the new parking lot requirements outlined in the updated Zoning Code. The point of these elements is to provide screening to the parking lot and reduce the urban heat island generated by large parking lots.

In addition to the parking lot addition, Substance Church is undertaking a number of interior remodeling projects, including adding permanent seats in the sanctuary, repurpose existing spaces and commission unused space as classrooms. A significant portion of the building will continue to remain unused.

Building Official Brainard and I reviewed the plans from a parking perspective and have determined, based on Appendix A of the City Code, the following parking requirements for the utilized space:

- Sanctuary – Moveable Seating
 - 8,713 gross square feet @ 1 space per 100 square feet = 88 spaces
- Sanctuary – Permanent Seating
 - 350 fixed seats @ 1 space per 3 seats = 117 spaces
- Office Space
 - 16,181 gross square feet @ 4 spaces per 1,000 gross square feet = 65 spaces
- Classroom Space
 - 11 classrooms @ 2 spaces each = 22 spaces
- Total Required Parking = 292 spaces**
- Total Provided Parking Spaces = 300 existing + 32 proposed = 332 spaces**

Work on the proposed site improvements are anticipated to take place this Fall. Internal renovation work will begin upon issuance of the building permit.

If you have any questions regarding the proposed site plan for Substance Church, please don't hesitate to contact me at 763-784-6491.



City of Spring Lake Park

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

For Office Use Only

Case Number:
Fee Paid:
Received by:
Date Filed:
Date Complete:
Base Fee: Escrow:

DEVELOPMENT APPLICATION

TYPE OF APPLICATION (Check All That Apply)		
<input type="checkbox"/> Appeal	<input checked="" type="checkbox"/> Site Plan/Building Plan Review	<input type="checkbox"/> Minor Subdivision
<input type="checkbox"/> Comprehensive Plan Amendment	<input type="checkbox"/> Conceptual Plan Review	<input type="checkbox"/> Lot Combination
<input type="checkbox"/> Ordinance Amendment (Text)	<input type="checkbox"/> Conditional Use Permit	<input type="checkbox"/> Preliminary Plat
<input type="checkbox"/> Rezoning	<input type="checkbox"/> Variance	<input type="checkbox"/> Final Plat
<input type="checkbox"/> Planned Unit Development	<input type="checkbox"/> Street or Easement Vacation	<input type="checkbox"/> Other _____
PROPERTY INFORMATION		
Street Address: 8299 Central Avenue NE, SLP, MN 55432		
Property Identification Number (PIN#):		Current Zoning: I-1
Legal Description (Attach if necessary): The north 400 feet of the west 676.07 feet of Lot 8,		
Auditor's Subdivision No. 152, Anoka County, MN, together with that part of vacated Cty.		
APPLICANT INFORMATION St. Aid Hwy No. 35 adjoining said parcel and lying nrtherly...		
Name: Nathan Buss	Business Name: Substance Church	
Address: 8299 Central Avenue NE, SLP, MN 55432		
City SLP	State: MN	Zip Code: 55432
Telephone: 763-710-4337	Fax:	E-mail: nate@substancechurch.com
Contact: Nathan Buss - Owner/Admin.	Dennis Batty - Architect	Title:
OWNER INFORMATION (if different from applicant) Architect's phone - 651-464-3756		
Name: same	Business Name:	
Address:		
City	State:	Zip Code:
Telephone:	Fax:	E-mail:
Contact:	Title:	
DESCRIPTION OF REQUEST (attach additional information if needed)		
Existing Use of Property: Church - 2016 project includes expanding parking lot, interior remodeling, commission currently un unused space, adding seats in sanctuary		
Nature of Proposed Use: Remains the same - church		
Reason(s) to Approve Request: Additional parking desireable. Interior remodeling items are the typical tweaks done to a newly constructed/remodeled building.		
PREVIOUS APPLICATIONS PERTAINING TO THE SUBJECT SITE		
Project Name: Substance Church		Date of Application: 2013/2014
Nature of Request: Convert existing mfg. building for use as a church.		
NOTE: Applications only accepted with ALL required support documents. See City Code		

APPLICATION FEES AND EXPENSES:

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

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

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

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

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

☒ E-mail nate@substancechurch.com denn@dennisbatty.com ☐ Fax _____ ☐ USPS - Certified Mail

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

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

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

Applicant: A. Burn AS AGENT Date: 08/31/2016

Owner: _____ Date: _____

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

PARKING CALCULATIONS

REQUIRED

SANCTUARY - MOVEABLE SEATING -

8,713 GROSS SF @ 1 SPACE PER 100 SF = 88 SPACES REQ.

FIXED SEATING - 350 FIXED SEATS ADDED 2016

350 FIXED SEATS @ 1 SPACE PER 3 SEATS = 117 SPACES REQ.

TOTAL PARKING FOR SANCTUARY - 205 SPACES REQ.

OFFICE SPACE - 16,181 SF GROSS OFFICE SPACE

4 SPACES PER 1,000 GROSS SF = 65 SPACES REQ.

CLASSROOM SPACE - 11 TOTAL CLASSROOMS (9 ORIGINAL, 2 ADDED 2016)

2 SPACES PER CLASSROOM REQUIRED

11 CLASSROOMS @ 2 SPACES EA. = 22 SPACES REQ.

TOTAL PARKING SPACES - REQUIRED = 292

PROVIDED = 332

300 SPACES ORIGINAL PROJECT

32 SPACES ADDED 2016

2015 ORIGINAL CODE REVIEW

CODE REVIEW 2012 IBC

(The building is fully sprinklered.)

Chapter 3: Group A-3 Occupancy, Church.

Table 503 Type IIB for A-3

Table 601

Struc Frame

Brg Walls Extr

Brg Walls Intr

Non Brg Extr & Intr

0

0

0

EXISTING	CIVIL LEGEND	PROPOSED
	SANITARY MANHOLE	
	STORM MANHOLE	
	CATCH BASIN	
	CULVERT	
	HYDRANT	
	GATE VALVE	
	POST INDICATOR VALVE	
	LIGHT POLE	
	POWER POLE	
	SIGN	
	BENCHMARK	
	SOIL BORINGS	
	WATER MANHOLE	
	TELEPHONE MANHOLE	
	UTILITY MANHOLE	
	ELECTRIC MANHOLE	
	WATER SERVICE	
	SANITARY SERVICE	
	HANDICAP PARKING	
	DIRECTION OF FLOW	
	SPOT ELEVATION	
	CONTOURS	
	SANITARY SEWER	
	STORM SEWER	
	WATERMAIN	
	FORCEMAIN	
	DRAIN TILE	
	SILT FENCE	
	CURB & GUTTER	
	RETAINING WALL	
	TREELINE	
	EASEMENT LINE	
	SETBACK LINE	
	FENCE LINE	
	UNDERGROUND TELE	
	UNDERGROUND GAS	
	OVERHEAD UTILITY	

GENERAL SITE WORK NOTES

- The Contractor shall verify the location of all underground utilities prior to beginning any construction activities by calling GOPHER STATE ONE-CALL (1-612-454-0002 Metro Area, 1-800-252-1166 Out State).
- The Contractor shall take all precautions necessary to avoid property damage to adjacent properties during the construction phase of this project. The Contractor will be held responsible for any damages to adjacent properties occurring during the construction phase of this project.
- In accordance with generally accepted construction practices the Contractor will be solely and completely responsible for conditions on the job site including safety of all persons and property during the performance of the work. This requirement will apply continuously and not be limited to normal working hours.
- Verify horizontal location and elevation where a connection to existing pavement, structure, pipe or other site feature is to be made. The Contractor shall immediately notify the Engineer of any discrepancies or variations from the plans.
- Reference to MnDOT specifications shall mean divisions II & III of the 2014 Standard Specifications for Construction and any supplemental specifications.
- The Contractor shall be responsible for providing and maintaining traffic control devices such as barricades, warning signs, directional signs, flagmen and lights to control the movement of traffic where necessary. Placement of these devices shall be approved by the Engineer prior to placement. All traffic control devices shall conform to MN Manual on Uniform Traffic Control Devices, latest edition.
- Adjacent streets, alleys and parking areas must be swept to deep them free of tracked soil and sediment. Contractor must monitor conditions and sweep as needed or within 24 hours of notice by the City. Sweeping shall be by a mechanical pick-up type sweeper.

SITE REMOVAL NOTES

- The Contractor shall clear & grub as necessary for the new parking area. This includes the removal of trees, brush, stumps, roots and other plant life. All removals shall become property of the Contractor and shall be disposed of off-site in a manner meeting all applicable regulations.
- Bituminous Pavement removals are to be made to a vertical saw cut or to a neat milled edge.
- Concrete pavement, sidewalk, curb & gutter and other poured concrete items are to be removed to an existing expansion or contraction joint. Saw cut as necessary for a neat edge of removal.
- Any damage to items not noted to be removed shall be the responsibility of the Contractor and shall be repaired or replaced to original condition with no additional compensation.

GRADING & EROSION CONTROL NOTES

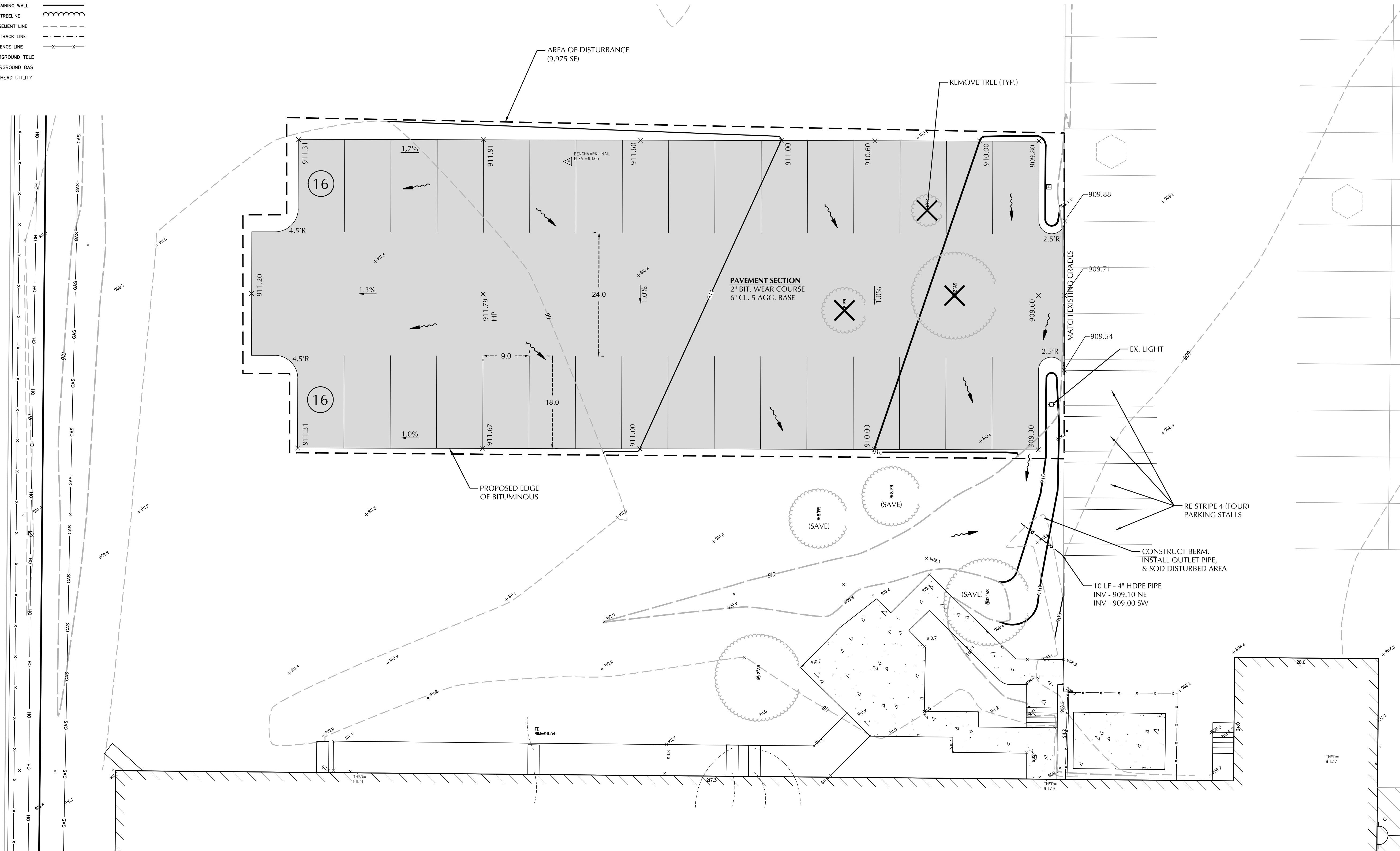
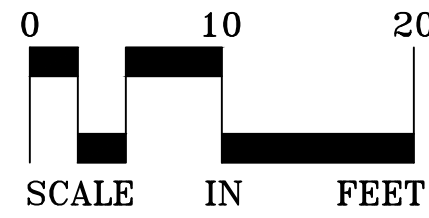
- The Contractor along with the Owner shall obtain all necessary permits and approvals from governing authorities, including any City permits. An NPDES permit is not required from the MPCA.
- Install erosion control and tee protection measures before beginning site grading activities. Some erosion controls such as bale checks and temporary silt ponds may be installed as grading occurs in specific areas. Maintain erosion controls throughout the grading process and remove when turf has been established.
- The Contractor shall minimize the disturbed area and shall established turf within the time required.
- Contractor shall strip, stockpile and re-spread existing on-site topsoil to provide a uniform thickness on all disturbed areas to be sodded or seeded.
- Existing granular materials may be segregated and stockpiled for reuse on-site.
- Grades shown are finished grades.
- Final grading tolerances are +/- 0.2 feet of finish grades.
- Under pavements compact the upper 3 feet of subgrade to 100% Standard Proctor Density at optimum moisture content and 95% Standard Proctor Density below the upper 3 feet of subgrade. Outside pavement areas compact embankments to 95% Standard Proctor Density.
- Turf restoration is seeding in accordance with MnDOT 3876. Seed mixture is 25-151 at a rate of 120 pounds per acre, type I mulch with disc anchored.
- Slopes at 3:1 or steeper, and/or where indicated on the plan shall be seeded and have a wood fiber blanket installed or may be hydroseeded with tackifier mulch.
- All spot elevations represent finished surface grades at gutter line, face of building or edge of pavement unless noted otherwise.

STORM SEWER NOTES

- Storm sewer construction shall be in accordance with MnDOT Specifications 2501-2511. All plastic pipe shall have rubber gaskets.
- Plastic pipe shall be PVC SDR35, HDPE corrugated polyethylene with smooth interior, or approved equal.

STREETS & RESTORATION NOTES

- All construction shall be in accordance with the appropriate sections of the MnDOT Specifications.
- Subgrade preparation shall be performed in accordance with MnDOT 2112. The top 3 feet shall be compacted to 100% of the standard proctor density.
- Aggregate base shall be MnDOT 2211 class 5. Compaction shall be by the Quality Compaction Method.
- Plant Mixed Bituminous pavement shall be constructed in accordance with MnDOT 2360. Bituminous wear course shall be SPWEB240B. Compaction shall be by the Ordinary Compaction method.
- Turf establishment shall be in accordance with MnDOT 2575. Seeding shall be in accordance with MnDOT 3876. Seed is mixture 25-151 at a rate of 120 pounds per acre. Fertilizer is type 1, analysis 20-10-10 NPK at a rate of 400 pounds per acre. Mulch is type I and is disk anchored. Wood fiber blanket shall be installed to all areas 3:1 and steeper. Wood fiber blanket shall be category 2, straw or wood fiber with netting on one side per MnDOT 3885.



SUBSTANCE CHURCH PARKING LOT ADDITION

SPRING LAKE PARK, MN

DENNIS BATTY & ASSOCIATES GROUP

22770 IMPERIAL AVENUE N.
FOREST LAKE, MN 55025

LOUCKS

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ENVIRONMENTAL

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www.louckscnc.com

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SUBMITTAL/REVISIONS

08/31/16 FINAL PLANS

PROFESSIONAL SIGNATURE

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Todd W. McEachern
Todd W. McEachern - PE

License No. 20383
Date 08/31/16

QUALITY CONTROL

Loucks Project No. 13001.B
Project Lead TWB
Drawn By SRT
Checked By TWB
Review Date 08/31/16

SHEET INDEX

C3-1 SITE, REMOVALS, & GRADING PLAN
L1-1 LANDSCAPE PLAN

SITE,
REMOVALS, &
GRADING
PLAN

C3-1

Plotted: 08/31/2016 9:12 AM W:\2013\13001 - 8299 Central Avenue NE\CADD DATA\LANDSCAPE.dwg Sheet File:L1-1 Landscape Plan

PLANT SCHEDULE					
DECIDUOUS TREES	QTY	COMMON NAME	BOTANICAL NAME	CONT	CAL
NM	1	NORTHWOOD MAPLE	Acer rubrum 'Northwood'	B & B	2.5"Cal
RO	2	RED OAK	Quercus rubra	B & B	2.5"Cal
SHRUBS	QTY	COMMON NAME	BOTANICAL NAME	CONT	SIZE AT PLANTING
GF	16	GRO-LOW FRAGRANT SUMAC	Rhus aromatica 'Gro-Low'	5 gal	24" SPRD
CONIFEROUS SHRUBS	QTY	COMMON NAME	BOTANICAL NAME	CONT	SIZE AT PLANTING
MJJ	6	MINT JULEP JUNIPER	Juniperus chinensis 'Monlep'	5 gal	18" SPRD

GENERAL NOTES

CONTRACTOR SHALL VISIT SITE PRIOR TO SUBMITTING BID. HE SHALL INSPECT SITE AND BECOME FAMILIAR WITH EXISTING CONDITIONS RELATING TO THE NATURE AND SCOPE OF WORK.

VERIFY LAYOUT AND ANY DIMENSIONS SHOWN AND BRING TO THE ATTENTION OF THE LANDSCAPE ARCHITECT ANY DISCREPANCIES WHICH MAY COMPROMISE THE DESIGN AND/OR INTENT OF THE PROJECT'S LAYOUT.

ASSURE COMPLIANCE WITH ALL APPLICABLE CODES AND REGULATIONS GOVERNING THE WORK OR MATERIALS SUPPLIED.

CONTRACTOR SHALL PROTECT ALL EXISTING ROADS, CURBS/GUTTERS, TRAILS, TREES, LAWNS AND SITE ELEMENTS DURING PLANTING OPERATIONS. ANY DAMAGE TO SAME SHALL BE REPAIRED AT NO COST TO THE OWNER.

CONTRACTOR SHALL VERIFY ALIGNMENT AND LOCATION OF ALL UNDERGROUND AND ABOVE GRADE UTILITIES AND PROVIDE THE NECESSARY PROTECTION FOR SAME BEFORE CONSTRUCTION / MATERIAL INSTALLATION BEGINS (MINIMUM 10' - 0" CLEARANCE).

ALL UNDERGROUND UTILITIES SHALL BE LAID SO THAT TRENCHES DO NOT CUT THROUGH ROOT SYSTEMS OF ANY EXISTING TREES TO REMAIN.

EXISTING CONTOURS, TRAILS, VEGETATION, CURB/GUTTER AND OTHER EXISTING ELEMENTS BASED UPON INFORMATION SUPPLIED TO LANDSCAPE ARCHITECT BY OTHERS. CONTRACTOR SHALL VERIFY ANY AND ALL DISCREPANCIES PRIOR TO CONSTRUCTION AND NOTIFY LANDSCAPE ARCHITECT OF SAME.

THE ALIGNMENT AND GRADES OF THE PROPOSED WALKS, TRAILS AND/OR ROADWAYS ARE SUBJECT TO FIELD ADJUSTMENT REQUIRED TO CONFORM TO LOCALIZED TOPOGRAPHIC CONDITIONS AND TO MINIMIZE TREE REMOVAL AND GRADING. ANY CHANGE IN ALIGNMENT MUST BE APPROVED BY LANDSCAPE ARCHITECT.

LANDSCAPE INSTALLATION:

COORDINATE THE PHASES OF CONSTRUCTION AND PLANTING INSTALLATION WITH OTHER CONTRACTORS WORKING ON SITE.

NO PLANTING WILL BE INSTALLED UNTIL COMPLETE GRADING AND CONSTRUCTION HAS BEEN COMPLETED IN THE IMMEDIATE AREA.

WHERE SOD/SEED ABUTS PAVED SURFACES, FINISHED GRADE OF SOD/SEED SHALL BE HELD 1" BELOW SURFACE ELEVATION OF TRAIL, SLAB, CURB, ETC.

SEED ALL AREAS DISTURBED DUE TO GRADING OTHER THAN THOSE AREAS NOTED TO RECEIVE SOD. SEED SHALL BE INSTALLED AND MULCHED AS PER MNDOT SPECS.

SOD ALL DESIGNATED AREAS DISTURBED DUE TO GRADING. SOD SHALL BE LAID PARALLEL TO THE CONTOURS AND SHALL HAVE STAGGERED JOINTS. ON SLOPES STEEPER THAN 3:1 OR IN DRAINAGE SWALES, THE SOD SHALL BE STAKED TO THE GROUND.

ALL PLANT MATERIAL SHALL COMPLY WITH THE LATEST EDITION OF THE AMERICAN STANDARD FOR NURSERY STOCK, AMERICAN ASSOCIATION OF NURSERYMEN. UNLESS NOTED OTHERWISE, ALL SHRUBS SHALL HAVE AT LEAST 5 CANES AT THE SPECIFIED MINIMUM SHRUB HEIGHT OR WIDTH. ORNAMENTAL TREES SHALL HAVE NO V CROTCHES AND SHALL BEGIN BRANCHING NO LOWER THAN 3' ABOVE ROOT BALL. STREET AND BOULEVARD TREES SHALL BEGIN BRANCHING NO LOWER THAN 5' ABOVE FINISHED GRADE.

ANY CONIFEROUS TREE PREVIOUSLY PRUNED FOR CHRISTMAS TREE SALES SHALL NOT BE USED. ALL CONIFEROUS TREES SHALL BE FULL FORM, NATURAL TO THE SPECIES, WITHOUT PRUNING.

PLAN TAKES PRECEDENCE OVER PLANT SCHEDULE IF DISCREPANCIES IN QUANTITIES EXIST. SPECIFICATIONS TAKE PRECEDENCE OVER NOTES.

NO PLANT MATERIAL SUBSTITUTIONS WILL BE ACCEPTED UNLESS APPROVAL IS REQUESTED OF THE LANDSCAPE ARCHITECT BY THE LANDSCAPE CONTRACTOR PRIOR TO THE SUBMISSION OF A BID AND/OR QUOTATION.

ALL PROPOSED PLANTS SHALL BE LOCATED AND STAKED AS SHOWN ON PLAN. ADJUSTMENTS IN LOCATION OF PROPOSED PLANT MATERIALS MAY BE NEEDED IN FIELD. SHOULD AN ADJUSTMENT BE ADVISED, THE LANDSCAPE ARCHITECT

MUST BE NOTIFIED.

ALL PLANT MATERIALS SHALL BE FERTILIZED UPON INSTALLATION WITH A 27-3-3 SLOW RELEASE FERTILIZER MIXED IN WITH THE PLANTING SOIL PER THE MANUFACTURER'S INSTRUCTIONS. PLANTS MAY BE TREATED FOR SUMMER AND FALL INSTALLATION WITH AN APPLICATION OF GRANULAR 27-3-3 AT 6 OZ PER 2.5" CALIPER PER TREE AND 3 OZ PER SHRUB WITH AN ADDITIONAL APPLICATION OF 27-3-3 THE FOLLOWING SPRING IN THE TREE SAUCER.

ALL PLANTING AREAS RECEIVING GROUND COVER, PERENNIALS, ANNUALS, AND/OR VINES SHALL RECEIVE A MINIMUM OF 12" DEPTH OF PLANTING SOIL CONSISTING OF AT LEAST 45 PARTS TOPSOIL, 45 PARTS PEAT OR MANURE AND 10 PARTS SAND.

ALL PLANTS TO BE INSTALLED AS PER PLANTING DETAILS. REMOVE ALL FLAGGING AND LABELS FROM PLANTS.

WRAPPING MATERIAL SHALL BE CORRUGATED PVC PIPING 1" GREATER IN CALIPER THAN THE TREE BEING PROTECTED OR QUALITY, HEAVY, WATERPROOF CREPE PAPER MANUFACTURED FOR THIS PURPOSE. WRAP ALL DECIDUOUS TREES PLANTED IN THE FALL PRIOR TO 12-1 AND REMOVE ALL WRAPPING AFTER 5-1.

BLACK POLY EDGER TO BE USED TO CONTAIN SHRUBS, PERENNIALS, AND ANNUALS WHERE BED MEETS SOD/SEED UNLESS NOTED OTHERWISE.

ALL ANNUAL AND PERENNIAL PLANTING BEDS TO RECEIVE 3" DEEP SHREDDED HARDWOOD MULCH WITH NO WEED BARRIER.

ALL SHRUB BED MASSINGS TO RECEIVE 3" DEEP SHREDDED HARDWOOD MULCH AND FIBER MAT WEED BARRIER.

ALL TREES TO RECEIVE 4" DEEP SHREDDED HARDWOOD MULCH WITH NO MULCH IN DIRECT CONTACT WITH TREE TRUNK.

SPREAD GRANULAR PRE EMERGENT HERBICIDE (PREEN OR EQUAL) PER MANUFACTURER'S RECOMMENDATIONS UNDER ALL MULCHED AREAS.

MAINTENANCE STRIPS TO HAVE EDGER AND MULCH AS SPECIFIED/INDICATED ON DRAWING OR IN SPECIFICATION.

IF THE LANDSCAPE CONTRACTOR IS CONCERNED OR PERCEIVES ANY DEFICIENCIES IN THE PLANT SELECTIONS, SOIL CONDITIONS OR ANY OTHER SITE CONDITION WHICH MIGHT NEGATIVELY AFFECT PLANT ESTABLISHMENT, SURVIVAL OR GUARANTEE, HE MUST BRING THESE DEFICIENCIES TO THE ATTENTION OF THE LANDSCAPE ARCHITECT PRIOR TO PROCUREMENT AND/OR INSTALLATION.

CONTRACTOR SHALL SUBMIT A WRITTEN REQUEST FOR THE OWNER ACCEPTANCE INSPECTION OF ALL LANDSCAPE AND SITE IMPROVEMENTS.

CONTRACTOR IS RESPONSIBLE FOR ON-GOING MAINTENANCE OF ALL NEWLY INSTALLED MATERIALS UNTIL TIME OF OWNER ACCEPTANCE. ANY ACTS OF VANDALISM OR DAMAGE WHICH MAY OCCUR PRIOR TO OWNER ACCEPTANCE SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR. CONTRACTOR SHALL PROVIDE THE OWNER WITH A MAINTENANCE PROGRAM INCLUDING, BUT NOT NECESSARILY LIMITED TO, PRUNING, FERTILIZATION AND DISEASE/PEST CONTROL.

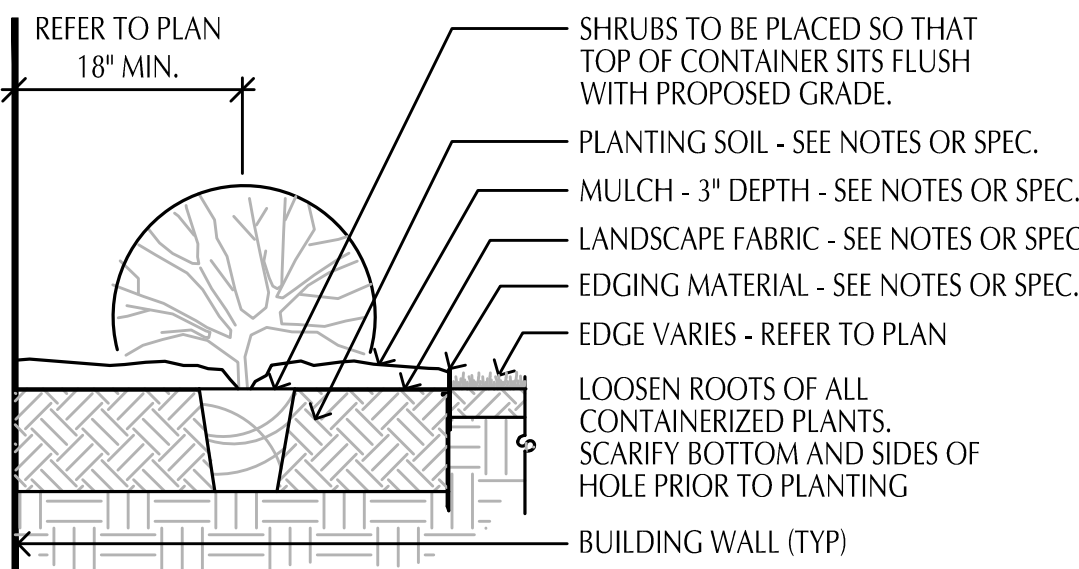
CONTRACTOR SHALL GUARANTEE NEW PLANT MATERIAL THROUGH ONE CALENDAR YEAR FROM THE DATE OF OWNER ACCEPTANCE.

WARRANTY (ONE FULL GROWING SEASON) FOR LANDSCAPE MATERIALS SHALL BEGIN ON THE DATE OF ACCEPTANCE BY THE LANDSCAPE ARCHITECT AFTER THE COMPLETION OF PLANTING OF ALL LANDSCAPE MATERIALS. NO PARTIAL ACCEPTANCE WILL BE CONSIDERED.

UNLESS NOTED OTHERWISE THE APPROPRIATE DATES FOR SPRING PLANT MATERIAL INSTALLATION AND SEED/SOD PLACEMENT IS FROM THE TIME GROUND HAS THAWED TO JUNE 15.

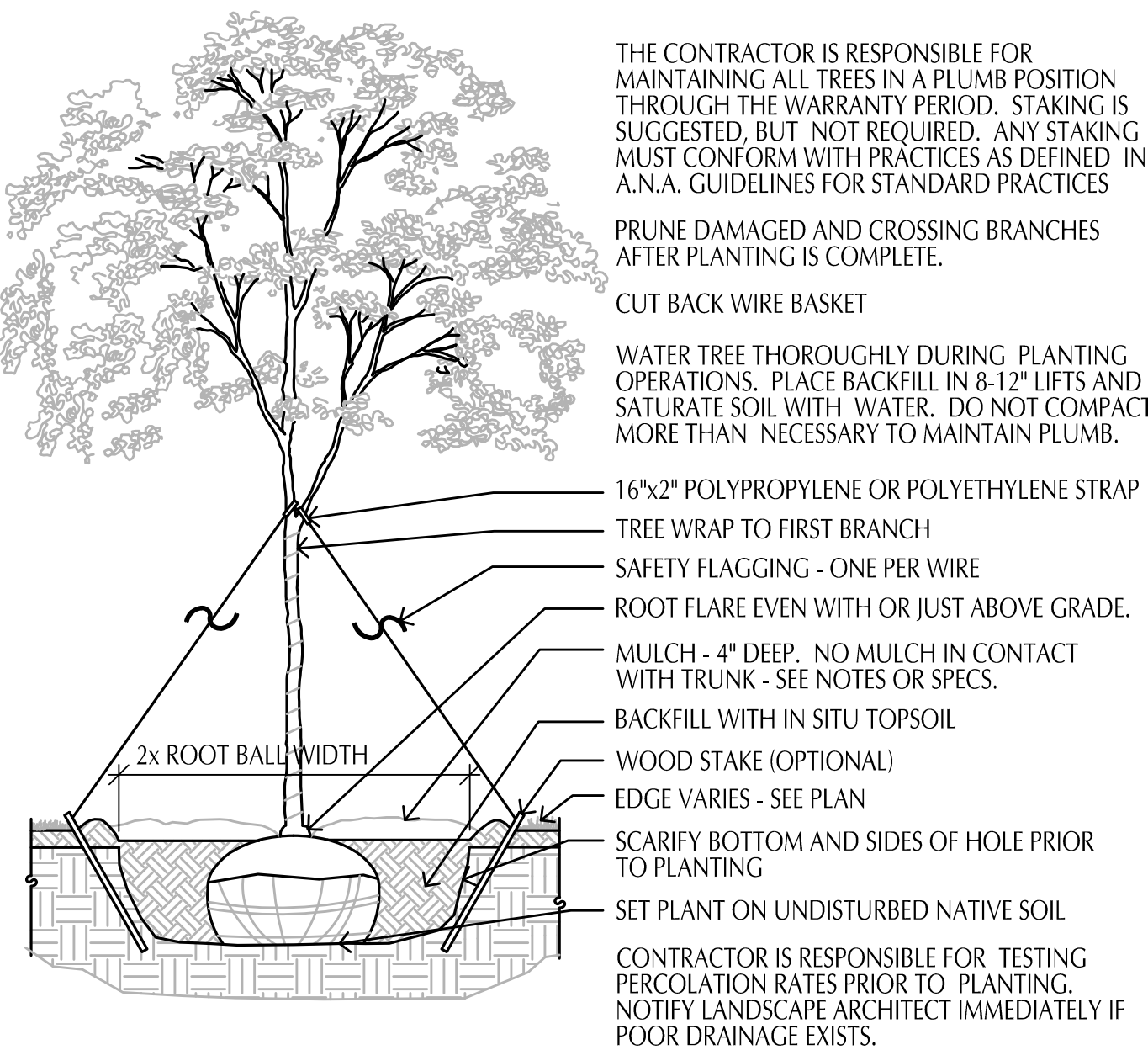
FALL SODDING IS GENERALLY ACCEPTABLE FROM AUGUST 15 - NOVEMBER 1. FALL SEEDING FROM AUGUST 15 - SEPTEMBER 15; DORMANT SEEDING IN THE FALL SHALL NOT OCCUR PRIOR TO NOVEMBER 1. FALL CONIFEROUS PLANTING MAY OCCUR FROM AUGUST 15 - OCTOBER 1 AND DECIDUOUS PLANTING FROM THE FIRST FROST UNTIL NOVEMBER 15. PLANTING OUTSIDE THESE DATES IS NOT RECOMMENDED. ANY ADJUSTMENT MUST BE APPROVED IN WRITING BY THE LANDSCAPE ARCHITECT.

LANDSCAPE CONTRACTOR SHALL ESTABLISH TO HIS SATISFACTION THAT SOIL AND COMPACTION CONDITIONS ARE ADEQUATE TO ALLOW FOR PROPER DRAINAGE AT AND AROUND THE BUILDING SITE.



1 SHRUB PLANTING DETAIL

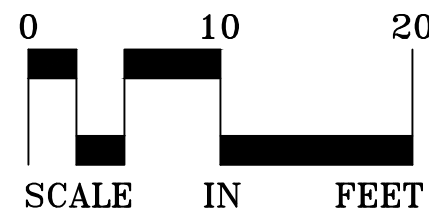
SCALE: 3/4" = 1'-0"



2 DECIDUOUS TREE PLANTING DETAIL

SCALE: 1/2" = 1'-0"

Deciduous Tree-DWG



CALL BEFORE YOU DIG!

Gopher State One Call

TWIN CITY AREA: 651-454-0002
TOLL FREE: 1-800-252-1166

SUBSTANCE CHURCH PARKING LOT ADDITION

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08/31/16 FINAL PLANS

PROFESSIONAL SIGNATURE

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Landscape Architect under the laws of the State of Minnesota.

License No. 45591
Date 08/31/16

QUALITY CONTROL

Loucks Project No. 13001.B
Project Lead TWM
Drawn By DDL
Checked By DDL
Review Date 08/31/16

SHEET INDEX

C3-1 SITE, REMOVALS, & GRADING PLAN
L1-1 LANDSCAPE PLAN

LANDSCAPE PLAN

L1-1



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Todd W. McLouth - PE

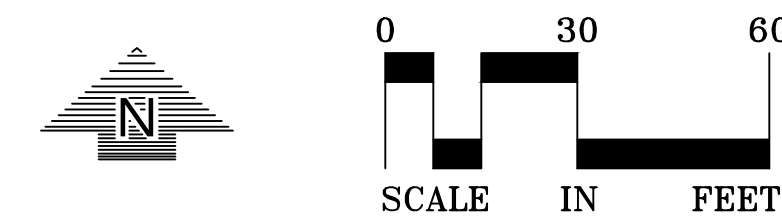
License No. 20383
Date

QUALITY CONTROL

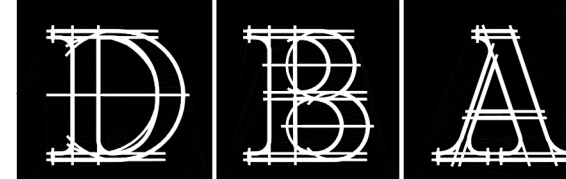
Loucks Project No.	13001.E
Project Lead	TWM
Drawn By	SRT
Checked By	TWM
Review Date	

SHEET INDEX

TOTAL SITE AREA:	294,002 SF (6.74 AC.)
EXISTING IMPERVIOUS AREA:	209,560 SF (4.81 AC.)
EXISTING PERCENT IMPERVIOUS:	71.3%
PROPOSED PARKING AREA:	8,990 SF (0.21 AC.)
PROPOSED PERCENT IMPERVIOUS:	74.3%



IMPERVIOUS AREA CALCULATIONS



The Dennis Batty
& Associates Group
architects & engineers
incorporated

MINNESOTA

22770 IMPERIAL AVENUE N.
FOREST LAKE, MN 55025
EMAIL: info@dennlabatty.com
PHONE: 651-464-3756
FAX: 651-464-3794

MISSOURI

3242 WEST WINDWARD PASS
SPRINGFIELD, MO 65810
EMAIL: info@dennlabatty.com
PHONE: 612-889-8540

DRAWN BY:

COMMISSION NUMBER:

2016.09

ISSUE DATE:

08-17-2016

PLOT DATE:

08-17-2016

REVISIONS:

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

DENNIS BATTY

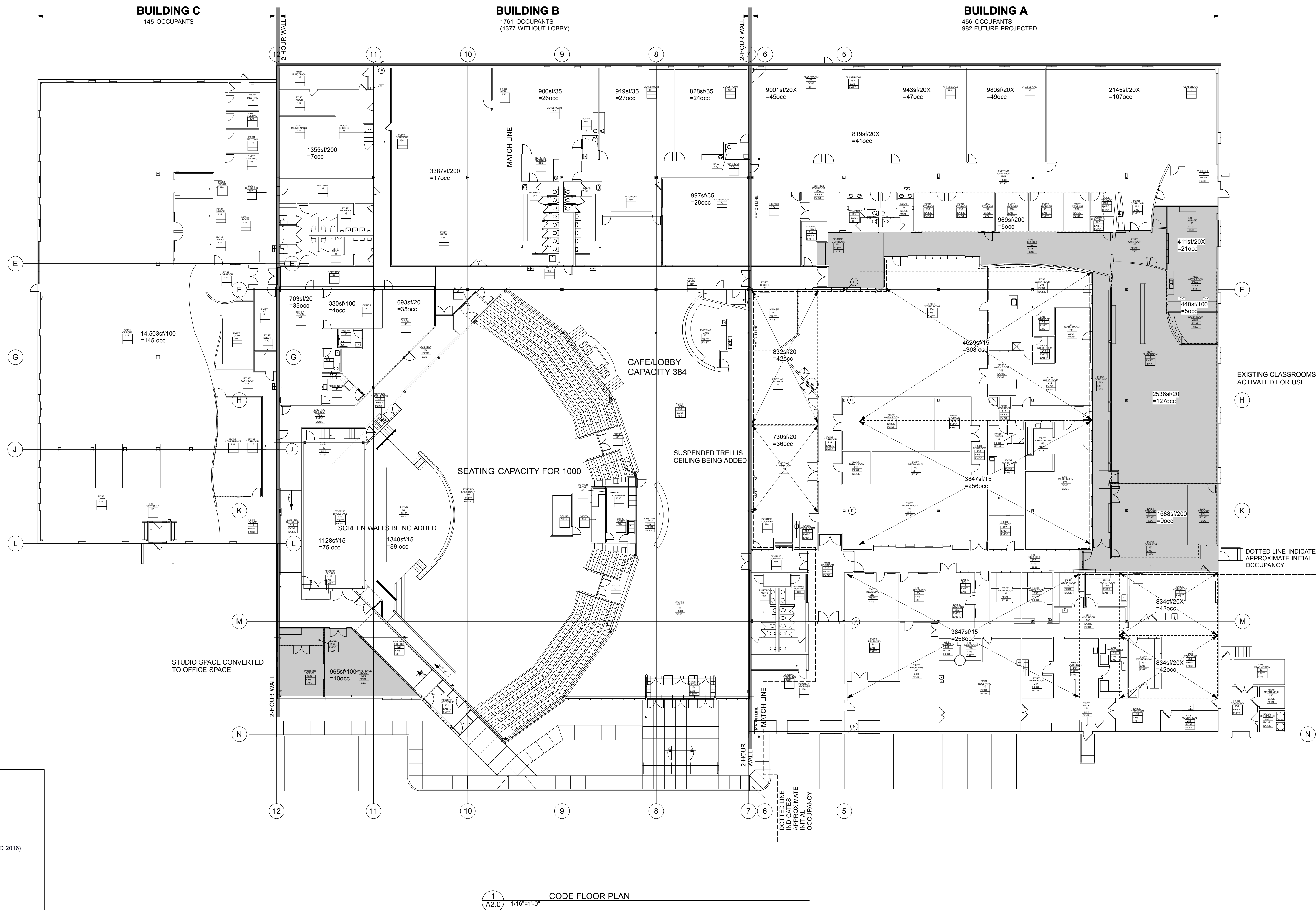
DATE: 08/23/2016 REG. NO. 12130

PROPOSED NEW FACILITIES FOR SUBSTANCE CHURCH

8299 CENTRAL AVENUE NE
SPRING LAKE PARK, MN

CODE FLOOR PLAN 1/16" SCALE

A2.0



PARKING CALCULATIONS

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32 SPACES ADDED 2016

2015 ORIGINAL CODE REVIEW

CODE REVIEW 2012 IBC (The building is fully sprinklered.)

Chapter 3: Group A-3 Occupancy, Church.
Table 503 Type IIB for A-3
A-3 9,500sf allowed
TOTAL Main Floor is 97,321 sf. - Multiple Buildings Required.

BUILDING 'A'
506.2.1: (474' x 30' + 172' x 20') / 646 = 27.3
506.2: ((646/876)-.25) 27.3/30 = .44
506.1: Building area allowed is: 9,500 sf+((9,500 x .44)+(9,500 x 3 (300% Sprinkling)))= 42,090 sf allowed per story.
ACTUAL = 39,949 sf

BUILDING 'B'
506.2.1: (247' x 30' + 173' x 20') / 420 = 25.88
506.2: ((420/828)-.25) 25.88/30 = .22
506.1: Building area allowed is: 9,500 sf+((9,500 x .22)+(9,500 x 3 (300% Sprinkling)))= 40,090 sf allowed per story.
ACTUAL = 39,949 sf

BUILDING 'C'
506.1: Building area allowed is: 9,500 sf+((9,500 x 3 (300% Sprinkling)))= 38,000 sf allowed per story.
ACTUAL = 14,503 sf

410.5.2 Exit from the back of the Stage shall be 1 hour wall with 1-hour door.
506.3: Sprinkler Increase: 300%.

Table 601 Type IIB
Struc Frame 0
Brig Walls Extr 0
Brig Walls Intr 0
Non Brig Extr & Intr 0 (>10' property line separation, 0hr)
Floor Constr 0
Roof Constr 0

506.3 The building is sprinklered.
706.4 Group A, 2 hour Fire Wall required.
1018.1 When sprinkled, one hour corridor not required.
Table 716.5: Opening protectives, 20 minute in 1 hour Corridor Walls.
But our Corridor walls have no rating (1018.1)- no opening protectives required.

Table 1005.3.1&2, Width per Occupant Required.
Sprinkled
Stair .2"/occ
Other .15"/occ
1008.1.2: Doors shall swing outward where more than 50 occupants are in room.
TBL 1015.1: 2 exits required if over 49 people in room. Exits from room (1015.2.1exp.2) need to 1/3 of diagonal apart in Sprinkled building.
Table 1016.2: 250' Exit Travel Distance when sprinkled.
1015.1.1: Occupant load of more than 1000 requires 4 exits.

Table 2902.1 Minimum Number of Required Plumbing Fixtures
1493 Occupants (without Lobbies, Green Rooms, & Nursery areas):
A Occ Male 747 Males, 747 Females, 1/150
A Occ Female 1/75

Req'd 5 10
Provided: 5UR, 3WC new 8WC new
2UR, 3WC 5WC
2UR, 2WC 3WC
TOTAL 9UR, 8WC 16WC

PROVIDED
(17WC/UR x150 = 2550 Male Capacity)
(16WC x75 = 1200 Female Capacity)

Green Room: 39occ - 1 UNISEX
Green Room: 35occ - 1 UNISEX
Nursery: 53occ - 1 UNISEX
Nursery: 28occ - 1 UNISEX

2016 CODE REVIEW

CODE REVIEW 2012 IBC (The building is fully sprinklered.)

Chapter 3: Group A-3 Occupancy, Church.
Table 503 Type IIB for A-3
A-3 9,500sf allowed
TOTAL Main Floor is 97,321 sf. - Multiple Buildings Required.

BUILDING 'A'
506.2.1: (474' x 30' + 172' x 20') / 646 = 27.3
506.2: ((646/876)-.25) 27.3/30 = .44
506.1: Building area allowed is: 9,500 sf+((9,500 x .44)+(9,500 x 3 (300% Sprinkling)))= 42,180 sf allowed per story.
ACTUAL = 42,115 sf

BUILDING 'B'
506.2.1: (247' x 30' + 173' x 20') / 420 = 25.88
506.2: ((420/828)-.25) 25.88/30 = .22
506.1: Building area allowed is: 9,500 sf+((9,500 x .22)+(9,500 x 3 (300% Sprinkling)))= 40,090 sf allowed per story.
ACTUAL = 39,949 sf

BUILDING 'C'
506.1: Building area allowed is: 9,500 sf+((9,500 x 3 (300% Sprinkling)))= 38,000 sf allowed per story.
ACTUAL = 14,503 sf

410.5.2 Exit from the back of the Stage shall be 1 hour wall with 1-hour door.
506.3: Sprinkler Increase: 300%.

Table 601 Type IIB
Struc Frame 0
Brig Walls Extr 0
Brig Walls Intr 0
Non Brig Extr & Intr 0 (>10' property line separation, 0hr)
Floor Constr 0
Roof Constr 0

506.3 The building is sprinklered.
706.4 Group A, 2 hour Fire Wall required.
1018.1 When sprinkled, one hour corridor not required.
Table 716.5: Opening protectives, 20 minute in 1 hour Corridor Walls.
But our Corridor walls have no rating (1018.1)- no opening protectives required.

Table 1005.3.1&2, Width per Occupant Required.
Sprinkled
Stair .2"/occ
Other .15"/occ
1008.1.2: Doors shall swing outward where more than 50 occupants are in room.
TBL 1015.1: 2 exits required if over 49 people in room. Exits from room (1015.2.1exp.2) need to 1/3 of diagonal apart in Sprinkled building.
Table 1016.2: 250' Exit Travel Distance when sprinkled.
1015.1.1: Occupant load of more than 1000 requires 4 exits.

Table 2902.1 Minimum Number of Required Plumbing Fixtures
1827 Occupants (without Lobbies, Green Rooms, & Nursery areas):
914 Males, 914 Females, 1/150
A Occ Male 914 Males, 914 Females, 1/75
A Occ Female 1/75

Req'd 6 13
Provided: 5UR, 3WC new 8WC new
2UR, 3WC 5WC
2UR, 2WC 3WC
TOTAL 9UR, 8WC 16WC

PROVIDED
(17WC/UR x150 = 2550 Male Capacity)
(16WC x75 = 1200 Female Capacity)

Green Room: 39occ - 1 UNISEX
Green Room: 35occ - 1 UNISEX
Nursery: 53occ - 1 UNISEX
Nursery: 24occ - 1 UNISEX

MEMORANDUM

TO: MAYOR HANSEN AND MEMBERS OF THE CITY COUNCIL
FROM: DANIEL R. BUCHHOLTZ, CITY ADMINISTRATOR
SUBJECT: CITY LOGO
DATE: SEPTEMBER 1, 2016

At the August 13, 2016 workshop, the City Council reviewed six options for the City's new logo. The City Council narrowed the options to one with some minor modifications. Staff has received the minor modifications from the consultant and is ready to present them to the City Council for their review and discussion.

City staff's preference is Logo 5a_5_v2, as it is an updated visual of the water tower in a simple presentation.

In order to continue making progress on the City's website update to ensure deployment by October 1, we would appreciate a Council decision on the logo.

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

5a_5_v2



original 5a_1



5a_2



5a_3



5a_4



original 5b_1



5b_2



5b_3



5b_4



5a_5



5b_5



5a_6



5b_6





City of Spring Lake Park

Engineer's Project Status Report

To: Council Members and Staff
From: Phil Gravel

Re: **Status Report for 9.6.16 Meeting**
File No.: R-18GEN

Note: Updated information is shown in *italics*.

2014-2015 Street Improvement Project (193801577).

The contractor, Valley Paving Inc., has completed all punch-list items. City staff is working with one remaining item on Monroe St. and will address that item in September. The Rice Creek Watershed Districted has supplied an e-mail message stating they are okay with the project.

Final contractor payment and project acceptance can occur at the September 6th Council meeting.

CSAH 35 Turn Lanes and Sidewalk (193802914).

Punch-list items are being completed. *Field survey has been completed to document post-construction wetland edge. Some touch-up grading still needs to be completed.*

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. The annual public meeting is tentatively scheduled for October 3rd.*

Lift Station No. 1 Reconstruction (193803115).

The Contractor is Meyer Contracting. *Final project close-out process has started.*

2016 Sanitary Sewer Lining Project (193803421).

This project includes lining and wye grouting on Old Central south of 81st. Contractor is Hydro-Klean. *Lining work has been completed. Grout work on sewer service laterals is being completed at this time.*

2016 Street Seal Coat Project (193803424).

Contractor is Allied Blacktop. Crack repair work has been completed. Seal Coat has been completed. *Contractor's final project payment was made in August.*

Other issues/projects.

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

Working with staff on development reviews and parking matters.

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

Correspondence Received



City of Spring Lake Park

to

Douglas M. Ebeltoft

Chief of Police

debeltoft@slpmn.org
Emergency: 911

Police 763-792-7200
Dispatch 763-427-1212
Fax 763-784-3638

1301 Eighty First Avenue Northeast
Spring Lake Park, MN 55432-2188



Thank you + all
SLP Police Officers for all
you do! We stand with
you Don + Jim Littlefield

August 3, 2016

TO: FINANCE OFFICIALS, BUILDING AND INSPECTION DEPARTMENTS

SUBJECT: SEWER AVAILABILITY CHARGE (SAC) RATE FOR 2017

The Metropolitan Council in July adopted a \$0 increase in the base metropolitan SAC rate **effective January 1, 2017**. In 2017, the *base metropolitan SAC rate will be \$2,485* for metropolitan customer communities connected to our system (same as it was for 2014, 2015 and 2016).

Pursuant to Minn. Statute 473.517 subd. 3, your community pays a metropolitan (or wholesale) SAC to the Council as users connect to the metropolitan wastewater system for the first time or as a user's maximum demand for sewer capacity increases.

Pursuant to Minn. Statutes sections 473.521 (3), 444.075 (3), or other State laws, your community may:

- Pass on the regional SAC charge to property or business owners.
- Add on a local SAC charge.
- Collect the fees in a different manner than the metropolitan SAC.

In addition, credits may apply in varying ways from community to community.

Details of our SAC program procedures are available in hard copy (by request) or online at:

<http://www.metrocouncil.org/Wastewater-Water/Funding-Finance/Rates-Charges/Sewer-Availability-Charge.aspx>

As you may know, the SAC system was implemented metro-wide in 1973. The metropolitan SAC funds we collect pay for the capital costs associated with building reserve capacity into the metropolitan wastewater system to accommodate the needs of future users. The SAC program facilitates equity by imposing the costs of building reserve capacity on communities proportionate to their new capacity demand (from development or changes in use on specific properties) rather than imposing those costs on existing users. Moreover, the regional pooling of development risk and the SAC pay-as-you-build system has largely relieved communities of the economic risk of building major new wastewater infrastructure.

If you have any SAC procedural questions, please feel free to contact me at (651) 602-1378. If you have any questions on SAC funds or other finance questions, please contact Ned Smith at (651) 602-1162. You can also find the SAC Procedure Manual on our website as indicated above.

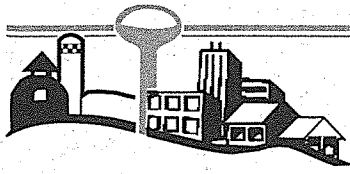
Please share the information in this letter with your staff as appropriate. As always, we appreciate your cooperation.

Sincerely,

Jessie Nye

Supervisor, ES Revenue (SAC)

cc: Ned Smith, Director, MCES Finance & Revenue



WATERLINE



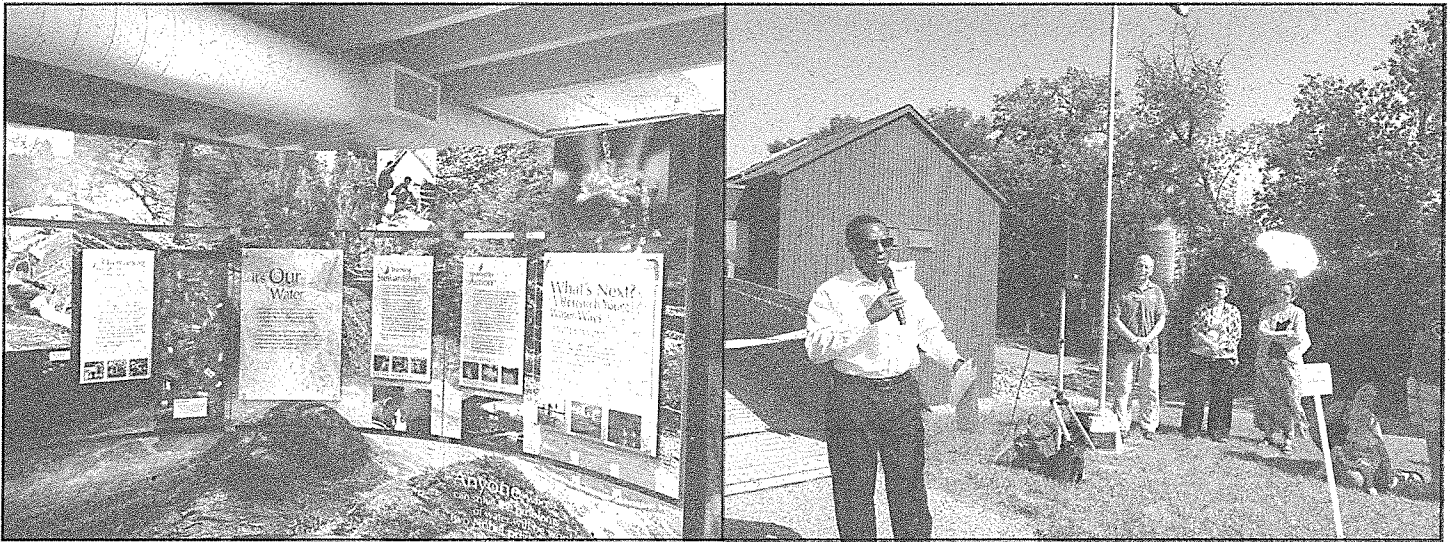
Minnesota
Department of Health



NEWS AND INFORMATION

FOR PUBLIC WATER SUPPLIERS IN MINNESOTA

Smithsonian Institution Water/Ways Opens in Minnesota



The Smithsonian Institution's Museum on Main Street program began its Water/Ways series of exhibits in Minnesota June 25 at the Prairie Woods Environmental Learning Center outside Spicer. Minnesota was one of five states selected by the Smithsonian Institution to launch these traveling exhibits, which reveal the central nature of water in our lives and explore how water unites communities and how Americans care for our water and protect this valuable resource for the future, while seeking active solutions to real water problems.

As part of the Water/Ways exhibit, a companion exhibit, We are Water MN, has been developed to tell the Minnesota story and will accompany the traveling exhibit.

Minnesota Department of Health (MDH) assistant commissioner Paul Allwood (above right) spoke at the ribbon-cutting ceremony and said, "The Smithsonian exhibit gives us new understandings and new opportunities to learn about water."

The exhibit moved to St. Peter in August and will be there until September 25. The rest of the schedule for Water/Ways:

- Red Wing, October 1 to November 13, 2016
- Sandstone, November 19, 2016 to January 1, 2017
- Lanesboro, January 7 to February 19, 2017
- Detroit Lakes, February 25 to April 9, 2017

Photo at right: A citizen stares in awe at one of the Water/Ways exhibits.



Bacteriological Sampling Plan Requirements and Guidance

Sample Site Locations

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

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

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

Sample Scheduling

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

Systems may choose to use the same site location more than once a month, but the samples should be collected at least one week apart.

Systems can collect more samples than required by the federal Safe Drinking Water Act.

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

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

Oddibe a Water Bill

Baseball-reference.com is a popular site for statheads and other fans. It can tell you Bert Blyleven's FIP and Yogi Berra's Rtot/yr. Did you know you can also find information on a player's water usage? In this case, it's just one player, Oddibe McDowell, who played for several teams between 1985 and 1994 and may be best remembered for the Bermanism (word plays on names from Chris Berman) of Oddibe "Young Again" McDowell.

But thanks to some hacking done a few years ago, the alternative website Deadspin.com began reporting McDowell's water, wastewater, and storm water bills. The angle ended when Broward County, Florida, finally protected its site with a password. In the meantime, McDowell's utility bill was open for anyone to view (it appears he was a responsible water user) and lives on at the bottom of McDowell's baseball-reference.com page at <http://www.baseball-reference.com/players/m/mcdowod01.shtml>.

Kris Wenner Joins MDH

Kris Wenner has joined the Minnesota Department of Health, succeeding Cristina Covalschi, in overseeing the grants program for the Source Water Protection Unit. Kris also conducts audits of wellhead protection plans and tracks enforcement actions against public water suppliers. She previously worked for the Minnesota Department of Agriculture.



Kris's home in Shoreview—where she lives with her husband, Gerry, and their son, Robert—has a back yard that is part of a public waterway. Kris has been active in her community, volunteering with Shoreview's Adopt a Trail and the Boy Scouts as well as serving as an election judge.

Her hobbies include biking, gardening, and painting wildlife and flowers for porcelain art.

Words to Live By

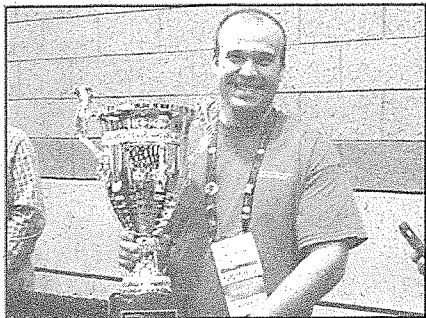
You can discover more about a person in an hour of play than in a year of conversation.

—Plato

I consider it my job to start the uncomfortable conversations.

—John Linc Stine, Commissioner, Minnesota Pollution Control Agency

Bloomington Kicks Glass at AWWA



Bloomington, Minnesota, has the best tasting water anywhere, according to judges for the “Best of the Best” Tap Water Taste Test at the American Water Works Association Annual Conference and Exposition in Chicago in June.

Brent Massmann (left) accepted the award and celebrated his utility’s victory in a field that had more than 20 entries, all regional winners from water-tasting competitions across North America.

The city of Bloomington utilities employs more than 50 people to run the water treatment plant, perform field maintenance, and serve customers. The utility processes clean water at the water treatment plant and distributes it to the city’s more than 85,000 residents.

Clean Water Fund Water Reuse Project Seeking Stakeholder Input

The Fall 2015 *Waterline* had a story about a workgroup of state agencies and other interested parties that are working to advance safe and sustainable reuse in Minnesota. Efforts include making recommendations for clarifying the regulatory pathway for water reuse and evaluating resources needed for successful implementation of water reuse. The workgroup is beginning the process of stakeholder input. Changes in water reuse policy may affect Minnesota’s public health, environment, infrastructure, and water management system, so it’s important that the group hears from key stakeholders to make sure sound recommendations are delivered to agency leaders and the legislature.

There will be a 25-member Stakeholder Advisory Group representing interested parties that will meet four times between September 2016 and April 2017. Members were invited to participate on the advisory group because they represent organizations and entities that have a role in water reuse. Jon Eaton from the city of Eagan will represent water utilities. Even if you are not on the advisory group, you can still come to both stakeholder and workgroup meetings or provide input through the workgroup’s email at health.water.reuse.mn@state.mn.us. The initial advisory group meeting is scheduled for Monday, September 26, 2016 from 1:30 to 4:30 p.m. in the Minnesota Pollution Control Agency Board Room, 440 Lafayette Road in St. Paul. Learn more about this Clean Water Fund project, sign up for project updates, and find the group’s meeting schedule and opportunities for input at the project website: http://www.health.state.mn.us/divs/eh/water/dwp_cwl/reuse/index.html.

Reminder to All Water Operators

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

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

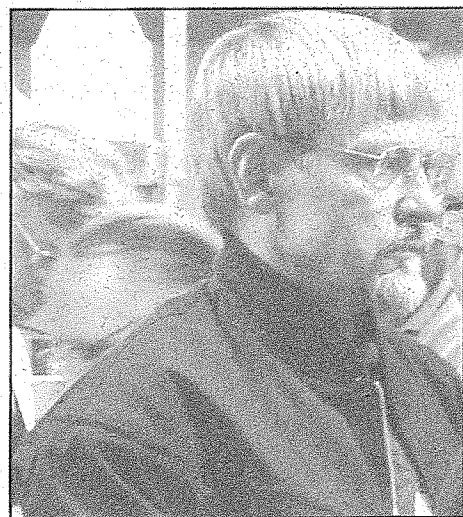
Notify your Minnesota Department of Health district engineer of any e-mail changes for contact people.

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

Larry Cole, Formerly of Minneapolis Water Works, Dies

Larry Cole, who worked for Minneapolis Water Works for nearly 40 years, died May 17. He was 73. Larry began as a chemist with the utility in 1966 and in 1976 became supervisor of water treatment plants and the laboratory, a position he held until retiring in October 2005. Larry was instrumental in ushering in the second century of Minneapolis Water Works (which began in 1867), involved in piloting the softening process and overseeing the water quality and adjustments for the entire treatment process. Over his five different decades of service, the treatment plants went from entirely manual operations to SCADA systems for real-time control and monitoring. “Larry’s desk was always covered with one to two feet of books, mail, periodicals, reports, etc., but the stacks were always well organized,” recalled longtime co-worker Jay Whitaker, who added, “He seemed to mostly eat lunch at his desk and enjoy ridiculously healthy foods.”

Larry was active in the North Central (later Minnesota) Section of the American Water Works Association. He served as the section’s chair in 1995, received the Leonard N. Thompson Award in 1982, and for many years was the co-editor of the section’s quarterly magazine, the *Breeze*.



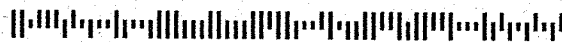


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Department of Health

Environmental Health Division
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C/O MR. DAN BUCHHOLZ, ADMINISTRATOR
SPRING LAKE PARK CITY HALL
1301 81ST AVE NE
SPRING LAKE PARK, MN 55432-2116

CALENDAR

Minnesota Section, American Water Works Association

*August 31, Southwest Water Operators School, Mankato.
Contact Eric Roos, 507-372-8696.

September 20-23, Annual Conference, Duluth Entertainment Convention Center. Contact Brian LeMon, 952-832-2774.

*October 14, Southeast Water Operators School, Cabela's, Owatonna. Contact Bob Stark, 651-385-5112.

October 19, Central Water Operators School, St. John's University, Collegeville. Contact Bill Schluez, 320-252-6822.

*October 25-27, Northwest Water Operators School, Holiday Inn on the Lake, Detroit Lakes. Contact Dan Portlock, 218-329-3875.

Information for all district schools, including agendas:

<http://www.health.state.mn.us/water/wateroperator/trng/schoolagendas.html>

Suburban Utility Superintendents Association (SUSA)

*October 19, Shoreview. Contact Jay Hall, 952-924-2557.

Minnesota Rural Water Association (MRWA)

Contact Kyle Kedrowski, 800-367-6792.

*September 28, Zumbrota

*October 20, St. Cloud

*November 9, Glenville

*Includes a water operator certification exam.

For an up-to-date list of events, see the training calendar on the MDH web site:

http://health.state.mn.us/water/wateroperator/trng/wat_op_sched.html