# CITY OF SPRING LAKE PARK 1301 81ST AVENUE N.E. AGENDA OCTOBER 5, 2015 @7:00 P.M.

- 1. CALL TO ORDER
- 2. ROLL CALL
- 3. PLEDGE OF ALLEGIANCE
- 4. ADDITIONS OR CORRECTIONS TO AGENDA

# 5. CONSENT AGENDA:

- A. Approval of Minutes September 21, 2015
- B. Mayor's Proclamation Domestic Violence Awareness Month October 2015
- C. Contractor's Licenses
- D. Temporary Liquor License
- E. Correspondence
- 6. DISCUSSION FROM THE FLOOR
- 7. PUBLIC WORKS REPORT
- 8. CODE ENFORCEMENT REPORT

# 9. NEW BUSINESS

- A. Authorize RFP for Facility Assessment/Space Needs Analysis
- 10. ENGINEER'S REPORT
- 11. ATTORNEY'S REPORT
- 12. **REPORTS** 
  - A. Fall Recycling Day
- 13. OTHER
  - A. Administrator Reports
- 14. ADJOURN

# <u>SEE REVERSE SIDE FOR RULES FOR PUBLIC HEARINGS AND</u> <u>DISCUSSION FROM THE FLOOR</u>

# RULES FOR PUBLIC HEARINGS AND DISCUSSION FROM THE FLOOR

## **DISCUSSION FROM THE FLOOR**

\*\*Limited to 5 minutes per person to state their concern.

# \*\*Action: Council direction to staff for resolution or take this matter under advisement for action at the next regularly scheduled meeting.

## PUBLIC HEARINGS

1 + 4

Advise audience that the purpose of the public hearing is to receive citizen input on the proposal to (name of 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 an opportunity to ask questions or comment on the proposal.

\*\* Citizens will then have an opportunity to ask questions and/or comment on the project. Those wishing to comment are asked to limit their comments to 3 minutes, except in cases where there is a spokesperson representing a group wishing to have their collective opinions voiced. The spokesperson should identify the audience group her/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 state any new facts they may have within the 3 minutes allotted. Please be specific and to the point.

\*\* Everyone will be given the opportunity to express their agreement or disagreement even if they have no new points to make. (This is not a time to debate the issue.)

\*\* People wishing to speak twice will be given 2 minutes to comment on any new facts brought forward since the last time they spoke.

Following public input, the Council will have a second opportunity to ask questions of the presenter and/or citizens.

The public hearing will then be adjourned with the Council taking the matter under advisement until the next regularly scheduled Council meeting. At the next regular meeting, the Council will debate the issue, if necessary, state their positions and make a decision. NO further public input will be received at that time.

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council was held on September 21, 2015 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, Wendling and Mayor Hansen  |
|------------------|--|
| Members Absent:  | Councilmember Nash   |
| Staff Present:   | Police Chief Ebeltoft; Public Works Director Randall; Building Official Brainard;<br>Engineer Gravel; Parks and Recreation Director Rygwall; Administrator Buchholtz<br>and Executive Assistant Gooden |
| Visitors:        | Olivia Koester, ABC Newspaper<br>Magdalena Cabrera Mas, AFS Student (Uruguay)<br>Laura Bay Ruston, AFS Student (Denmark)   |

## 3. Pledge of Allegiance

## 4. Additions or Corrections to Agenda

Mayor Hansen requested that agenda items number 13, Attorney's Report, and number 14, Beyond The Yellow Ribbon Report be removed from the agenda.

## 5. Consent Agenda:

Mayor Hansen reviewed the following Consent Agenda items:

- A. Approval of Minutes September 8, 2015
- B. Disbursements
  - 1. General Fund Disbursement Claim No. 15-15 -- \$299,615.42
  - 2. Liquor Fund Disbursement Claim No. 15-16 -- \$173,347.08
- C. Budget to Date/Statement of Fund Balance August 2015
- D. Application for Exempt Permit North Suburban Chapter of the Minnesota Deer Hunters Association-October 26, 2015 at Kraus-Hartig VFW
- E. Third Quarter Billing Payable 2017 Property Tax Assessment Ken Tolzmann
- F. Authorization to Make US Bank Credit Card Agreement
- G. Approve 2015-2016 Alpha Video Service Agreement
- H. Contractor's Licenses
- I. Correspondence

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

## 6. Discussion From The Floor – None

## 7. Presentation

## A. Mayor's Proclamation – Foreign Exchange Student Week – Honorary Citizens Laura Bay Ruston and Magelena Cabrera Mas

Mayor Hansen presented a proclamation proclaiming the week of September 21, 2015 as American Field Service Week and proclaiming that Laura Bay Ruston and Magdalena Cabrera Mas be named honorary citizens for the City of Spring Lake Park for the duration of their stay.

## 8. Police Report

Police Chief Ebeltoft reviewed the August 2015 department statistics.

Chief Ebeltoft stated that the Police Department responded to three hundred eighty-seven calls for service in 2015 compared to four hundred fifty-five calls for service in August 2014. He stated that the Police Department issued one hundred thirty-two citations in August. He noted that the police department for the month of August 2015 has deployed the speed trailer seven times at different locations around the City to help those driving on our local streets monitor their speeds.

Chief Ebeltoft reported, in addition to addressing the day to day operations of the Department, he attended numerous meetings including; a Budget meeting with the Mayor and City Council regarding the City's 2016 budgets; a meeting representatives of Spring Lake Park High School Panther Foundations and Public Works Director Randall for the SLP Panther 5K upcoming event; a Safety Committee meeting; a meeting of the Anoka County PSDS Governance Committee; a meeting with Mary Sutherland of Source One Graphics; a Data Practices training for police department office staff and to continued to monitor and orchestrate the hiring process for a new police officer with the upcoming retirement of Officer King.

## 9. Parks and Recreation Report

Parks and Recreation Director Rygwall reviewed the August 2015 department statistics.

Ms. Rygwall reported the Parks and Recreation Department staff is busy preparing winter 2016 programs and will be adding many new classes. She suggested that everyone register early as many of the popular classes and events will quickly. She reported that the fall brochure has been mailed to Spring Lake Park residents and has received positive feedback.

## 10. Ordinances and Resolutions

### A. Resolution 15-22 Adopting Proposed 2015 Taxes Collectable in 2016

Administrator Buchholtz stated that the City Council reviewed the proposed 2016 budget in August:

| General Revenue                  | \$2,771,985      |
|----------------------------------|------------------|
| 2013A G.O. Equipment Certificate | \$ 144,000       |
| 2014A G.O. Improvement Bonds     | <u>\$ 60,000</u> |
| TOTAL LEVY                       | \$2,975,985      |

Administrator Buchholtz stated that the levy represents a 5.31% increase over the 2015 tax levy. He stated that primary reasons for the increase is attributable to debt service associated with the 2014-2015 Street

Improvement project bond and anticipated increases in the City budget.

MOTION MADE BY COUNCILMEMBER MASON TO APPROVE RESOLUTION 15-22 ADOPTING PROPOSED 2015 TAXES COLLECTABLE IN 2016. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

## B. Resolution 15-23 Cancelling or Reducing Bond Levies 2015/2016

Administrator Buchholtz presented a resolution cancelling or reducing bond levies for taxes collectable in 2016. He stated that staff is recommending the following levies be cancelled for taxes collectable in 2015:

| 2005A G.O. Capital Improvement Fire Bond | \$ 65,556.71 |
|--|--------------|
| 2013B G.O. Capital Improvement Plan Bond | \$ 78,000.00 |
| 2014A G.O. Improvement Bond              | \$158,000.00 |

He stated that this resolution reduces the 2015, pay 2016, required debt service levy from \$505,556.71 to \$204,000. He stated that the reductions are funded through a combination of Local Government Aid, Public Utilities, Special Assessments and Municipal State Aid funds.

MOTION MADE BY MAYOR HANSEN TO APPROVE RESOLUTION 15-23 CANCELLING OR REDUCING BOND LEVIES 2015/2016. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

## 11. New Business

## A. Approve Plans and Authorize Bidding - Lift Station No. 1 Reconstruction

Engineer Gravel reported that earlier this year the City received bids for the reconstruction of Lift Station No. 1 and elected to reject the bids. He reported the decision at that time was to get new bids for the project sometime this fall.

Mr. Gravel stated that he has been working with Public Works Director Randall to investigate possible plan modifications in an effort to lower the construction costs. He stated that contractor and sub-contractors have been contacted for their input. He reported that the revised bidding documents have been prepared and the current opinion of probable cost for this portion of the project is \$680,000. He stated the existing bid last spring was \$730,365.

Mr. Gravel reported that the opinion of probable cost for project are as follows:

| LS 1 Reconstruction                           | Est. Cost         |
|---|-------------------|
| Pump Station (equipment)                      | \$ 97,100         |
| Control Panel (equipment)                     | \$ 37,300         |
| Generator (equipment)                         | \$ 22,200         |
| Construction (site work & installation)       | \$ 680,000        |
| Indirect Costs (admin., legal, eng., permits) | <u>\$ 203,400</u> |
| Total Estimated Project Cost                  | \$ 1,040,000      |

Mr. Gravel reported that the current estimated total project cost of \$1,040,000 compares the May 2014 feasibility report opinion of total project costs estimate of \$950,000. He stated that bids will be opened on October 26, 2015 and construction will begin in Spring 2016.

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# MOTION MADE BY MAYOR HANSEN TO APPROVE PLANS AND AUTHORIZE BIDDING OF LIFT STATION NO. 1 RECONSTRUCTION. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

#### 12. Engineer's Report

Engineer Gravel reported that permits have been received from Anoka County and RCWD for the CSAH 35 Turn Lanes and Sidewalk Substance Church project. He stated that construction will begin in late September.

13. Other

#### A. Administrator Reports

Administrator Buchholtz reported that the Public Works, Liquor and Capital Improvement Budgets will be presented at future council meeting.

#### 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

# MAYOR'S PROCLAMATION OCTOBER 2015 AS DOMESTIC VIOLENCE AWARENESS MONTH

**WHEREAS**, the community problem of domestic violence has become a critical public health and welfare concern in Anoka County; and

**WHEREAS**, domestic violence is a crime, the commission of which will not be tolerated in Anoka County and perpetrators of said crime are subject to prosecution and conviction in accordance with the law; and

**WHEREAS**, over thousands of women and children have and will continue to access assistance from Alexandra House, Inc., a domestic violence service provider; and

**WHEREAS**, domestic violence will be eliminated through community partnerships of concerned individuals and organizations working together to prevent abuse while at the same time effecting social and legal change; and

WHEREAS, October is National Domestic Violence Awareness Month; and

WHEREAS, during *National Domestic Violence Awareness Month*, Anoka County organizations will inform area residents about domestic violence, its prevalence, consequences and what we, as a concerned community can do to eliminate its existence.

**NOW THEREFORE, BE IT RESOLVED** that I, Cindy Hansen, Mayor of the City of Spring Lake Park, officially proclaim October 2015 to be Domestic Violence Awareness Month in the City of Spring Lake Park.

Cindy Hansen, Mayor

ATTEST:

(SEAL)

Daniel Buchholtz, City Administrator

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

# **Contractor Licenses**

# October 5, 2015

# **General Contractor**

Dan's Fence LLC

Sever Construction Company

# **Mechanical Contractor**

B & D Plumbing, Heating and AC

Airtech Heating and Cooling

Pierce Refrigeration

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

Business License Temporary Liquor License

October 5, 2015

**Prince of Peace** 

7700 Monroe St

November 6, 2015 4:30pm-8pm



# **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 September 2015 |
| DATE: | September 30, 2015                                 |

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.

In September 2015, a total of 95 building, 1 fire, 0 sign, 2 zoning, 10 mechanical, and 4 plumbing permits were issued compared to a total of 33 in 2014. A total of 142 building permits have been issued in the months of August and September due to the Hailstorm that hit Spring Lake Park on June 29<sup>th</sup>. September 2015 saw 73 permits issued for residential roofing alone. This September building permits, has almost double my previous high number of permit issued in a month going back to September of 2013 when 48 were issued. I would like to personally thank the entire administration front office, most importantly Kristine Pearson, for the fortitude and proficiency displayed assisting the Code Enforcement Department with this tremendous workload during these past two months. I conducted 104 inspections in the month of September including 66 building, 7 mechanical, 4 plumbing, 7 nuisance, 2 c.o., 15 rental, 1 fire, and 2 zoning inspections.

Also attached with this report, please find the September 2015 Spring Lake Park vacancies listings. The listings include both residential and commercial properties indicating vacant and foreclosure properties as well as upcoming Sheriff Sales. September 2015 vacancy listing summarizes the following:

- 20 vacant/foreclosed residential properties currently posted by the Code enforcement department and/or soon to be posted. Down two from last month.
- 3 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. Down one from last month.

September saw two significant closings with 8040 Able Street and 8401 Monroe Street. In addition, I did not post any abandoned property. I also conducted two certificate of occupancy inspection. All this continues to show positive improvement for our housing stock, as vacancy and foreclosure homes continue to drop in Spring Lake Park.

Also in the month of September, I issued three (3) administrative offense tickets as well as 8 violation notices.

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

| Building/Mechanical/Plumbing/Zoning Inspections: | 75% |
|--|-----|
| Vacant and Foreclosed Inspections:               | 0%  |
| Rental and Certificate of Occupancy Inspections: | 17% |
| Fire Inspections:                                | 1%  |
| Nuisance Inspections:                            | 7%  |

In September of 2015, I also attended the following appointments:

- City Council meetings on September 8<sup>th</sup> and 21<sup>st</sup>.
- Department Head Meeting September 9<sup>th</sup>.
- Zoning Code Amendment Workshop on September 14<sup>th</sup>.
- MN Building Permit Technician Association meeting at Andover City Hall, with Kristine Pearson on September 22<sup>nd</sup>.
- North Suburban Building Official's meeting at Mounds View City Hall on September 29th.

I am happy to announce the opening of Advanced Auto Parts at 8151 University Avenue within the University Shopping Mall. Application has also been received to review and process a building permit for Cricket Wireless at 8183 University Avenue within the same strip mall. Progress on Substance Church at 8249 Central Avenue Continues as the building frame is in its insulation and gypsum phase and can be clearly be seen looking north from City Hall. The contractor, McGough, informs me they are still on-track for an early December closing so that the Substance can celebrate Christmas this year in their new facility.

Many questions arise when people start contemplating expanding their existing driveway. I created the enclosed handout to help simplify the process for understanding and securing a zoning permit. As always, you can find all of the Spring Lake Park Code Enforcement handouts on-line at <u>www.slpmn.org</u> under Code Enforcement.

This concludes the Code Enforcement Department monthly report for September 2015, I would be happy to answer any questions or concerns in regards.

|        | MOBILE HOME SIDING |          |        | MOBILE HOME ROOFING |           |           | <b>COMMERCIAL WINDOW REPLACEMENT</b> |           |        | COMMERCIAL SOLAR ARRAY SYSTEM |          |        | COMMERCIAL SIDING |            |           | COMMERCIAL ROOFING |           |        | COMMERCIAL DOOR REPLACEMENT |            |        | COMMERCIAL DEMOLITION |              |        | COMMERCIAL ALTERATION | Permit Type: BUILDING | Permit Kind         |  |
|--------|--------------------|----------|--------|---------------------|-----------|-----------|--------------------------------------|-----------|--------|-------------------------------|----------|--------|-------------------|------------|-----------|--------------------|-----------|--------|-----------------------------|------------|--------|-----------------------|--------------|--------|-----------------------|-----------------------|---------------------|--|
| Period |                    | YTD      | Period |                     | YTD       | Period    | LACEMENT                             | YTD       | Period | / SYSTEM                      | YTD      | Period |                   | YTD        | Period    |                    | YTD       | Period | CEMENT                      | YTD        | Period |                       | YTD          | Period |                       |                       | Pe                  |  |
| 0      |                    | 2        | 0      |                     | 1         | 1         |                                      |           | 0      |                               | -        | 0      |                   | 6          | 1         |                    |           | 0      |                             | <b>p</b> 6 | 0      |                       | 10           | 0      |                       |                       | Permit D<br>Count U |  |
|        |                    | 0        |        |                     | 0         | 0         |                                      | 0         |        |                               | 0        |        |                   | 0          | 0         |                    | 0         |        |                             | 0          |        |                       | 0            |        |                       |                       | Dwell<br>Units      |  |
|        |                    | 9,590.77 |        |                     | 20,646.00 | 20,646.00 |                                      | 40,000.00 |        |                               | 4,450.00 |        |                   | 419,429.00 | 28,000.00 |                    | 10,500.00 |        |                             |            |        |                       | 5,726,891.93 |        |                       |                       | Valuation           |  |
|        |                    | 250.20   |        |                     | 0.00      | 0.00      |                                      | 628.07    |        |                               | 119.46   |        |                   | 4,666.69   | 481.91    |                    | 218.31    |        |                             | 200.00     |        |                       | 34,038.08    |        |                       |                       | Revenue             |  |
|        |                    |          |        |                     |           |           |                                      | 408.25    |        |                               |          |        |                   | 2,574.56   |           |                    | 141.90    |        |                             |            |        |                       | 22,124.73    |        |                       |                       | Plan Check          |  |
|        |                    | 4.80     |        |                     | 10.32     | 10.32     |                                      | 20.00     |        |                               | 2.23     |        |                   | 209.72     | 14.00     |                    | 5.25      |        |                             |            |        |                       | 1,721.70     |        |                       |                       | State<br>Surcharge  |  |
|        |                    |          |        |                     |           |           |                                      |           |        |                               |          |        |                   |            |           |                    |           |        |                             |            |        |                       |              |        |                       |                       | Park<br>Fees        |  |
|        |                    |          |        |                     |           |           |                                      |           |        |                               |          |        |                   |            |           |                    |           |        |                             |            |        |                       |              |        |                       |                       | SAC<br>Units        |  |
|        |                    |          |        |                     |           |           |                                      |           |        |                               |          |        |                   |            |           |                    |           |        |                             |            |        |                       |              |        |                       |                       | SAC Fees            |  |
|        |                    | 255.00   |        |                     | 10.32     | 10.32     |                                      | 1,056.32  |        |                               | 121.65   |        |                   | 7,550.97   | 495.9     |                    | 365.4(    |        |                             | 200.00     |        |                       | 57,934.5]    |        |                       |                       | Total Fees          |  |

9/30/2015

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City of Spring Lake Park Permits Issued & Fees Report - Summary

Issued Date From: 9/1/2015 To: 9/30/2015 Permit Type: All Property Type: All Construction Type: All Include YTD: Yes Status: Not Voided

| Permit Kind                           | Permit<br>Count |   | Dwell<br>Units | Valuation  | Revenue  | Plan Check | State<br>Surcharge | Park SAC<br>Fees Units | SAC Fees To | Total Fees |
|---------------------------------------|-----------------|---|----------------|------------|----------|------------|--------------------|------------------------|-------------|------------|
| Permit Type: BUILDING                 |                 |   |                |            |          |            |                    |                        |             |            |
|                                       | YTD             | 1 | 0              | 2,000.00   | 90.96    |            | 1.00               |                        |             | 91.96      |
| <b>MOBILE HOME WINDOW REPLACEMENT</b> | CEMENT          |   |                |            |          |            |                    |                        |             |            |
|                                       | Period          | 0 |                |            |          |            |                    |                        |             |            |
|                                       | YTD             | 1 | 0              | 4,500.00   | 120.27   |            | 2.25               |                        |             | 122.52     |
| <b>MULTI-FAMILY REMODEL</b>           |                 |   |                |            |          |            |                    |                        |             |            |
|                                       | Period          | 0 |                |            |          |            |                    |                        |             |            |
|                                       | <b>UTY</b>      |   | 0              | 1,000.00   | 50.96    |            | 0.50               |                        |             | 51.46      |
| MULTI-FAMILY ROOFING                  |                 |   |                |            |          |            |                    |                        |             |            |
|                                       | Period          | 1 | 0              | 85,000.00  | 1,039.79 |            | 42.50              |                        |             | 1,082.29   |
|                                       | YTD             | 4 | 0              | 116,000.00 | 1,686.55 |            | 58.00              |                        |             | 1,744.55   |
| MULTI-FAMILY SIDING                   |                 |   |                |            |          |            |                    |                        |             |            |
|                                       | Period          | ŝ | 0              | 60,000.00  | 1,120.62 |            | 30.00              |                        |             | 1,150.62   |
|                                       | ΥTD             | ŝ | 0              | 60,000.00  | 1,120.62 |            | 30.00              |                        |             | 1,150.62   |
| PUBLIC ALTERATION                     |                 |   |                |            |          |            |                    |                        |             |            |
|                                       | Period          | 0 |                |            |          |            |                    |                        |             |            |
|                                       | <b>UTY</b>      | 2 | 0              | 83,654.81  | 1,249.91 | 812.44     | 41.83              |                        |             | 2,104.18   |
| SINGLE FAMILY ADDITION                |                 |   |                |            |          |            |                    |                        |             |            |
|                                       | Period          | 0 |                |            |          |            |                    |                        |             |            |
|                                       | <b>UTY</b>      | 1 | 0              | 47,403.00  | 718.24   | 466.86     | 23.70              |                        |             | 1,208.80   |
| SINGLE FAMILY ALTERATION              |                 |   |                |            |          |            |                    |                        |             |            |
|                                       | Period          | 0 |                |            |          |            |                    |                        |             |            |
|                                       | ΥTD             | ŝ | 0              | 16,529.00  | 410.31   | 266.71     | 8.26               |                        |             | 685.28     |
| SINGLE FAMILY BASEMENT FINISH         | HS              |   |                |            |          |            |                    |                        |             |            |
|                                       | Period          | 0 |                |            |          |            |                    |                        |             |            |
|                                       | ДТҮ             | ÷ | 0              | 19,045.00  | 440.36   |            | 9.52               |                        |             | 449.88     |
| SINGLE FAMILY DECK                    |                 |   |                |            |          |            |                    |                        |             |            |
|                                       | Period          | 1 | 0              | 5,654.10   | 139.15   | 90.45      | 2.83               |                        |             | 232.43     |
|                                       | ΔTΥ             | 7 | 0              | 41,251.20  | 993.94   | 646.06     | 20.63              |                        |             | 1,660.63   |
| SINGLE FAMILY DEMOLITION              |                 |   |                |            |          |            |                    |                        |             |            |
|                                       | Period          | 0 |                |            |          |            |                    |                        |             |            |
|                                       | ΥTD             | 1 | 0              |            | 50.00    |            |                    |                        |             | 50.00      |
|                                       |                 |   |                |            |          |            |                    |                        | ,           |            |
| 1/30/2015                             |                 |   |                |            |          |            |                    |                        | ¢           |            |

/30/2015

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|   |                 |     |                |              | •         |            |                    |              |              |          |                |
|---|-----------------|-----|----------------|--------------|-----------|------------|--------------------|--------------|--------------|----------|----------------|
| Permit Kind                             | Permit<br>Count |     | Dwell<br>Units | Valuation    | Revenue   | Plan Check | State<br>Surcharge | Park<br>Fees | SAC<br>Units | SAC Fees | Total Fees     |
| Permit Type: BUILDING                   |                 |     |                |              |           |            |                    |              |              |          |                |
| SINGLE FAMILY DOOR REPLACEMENT          | EMENT           |     |                |              |           |            |                    |              |              |          |                |
|   | Period          | 1   | 0              | 5,699.00     | 139.87    |            | 2.85               |              |              |          | 142.72         |
|   | YTD             | 9   | 0              | 22,969.30    | 708.70    |            | 11.49              |              |              |          | 720.15         |
| SINGLE FAMILY EGRESS WINDOW             | W               |     |                |              |           |            |                    |              |              |          |                |
|   | Period          | 0   |                |              |           |            |                    |              |              |          |                |
|   | YTD             | S   | 0              | 15,900.00    | 493.22    | 324.09     | 7.95               |              |              |          | 815.2 <i>€</i> |
| SINGLE FAMILY GARAGE                    |                 |     |                |              |           |            |                    |              |              |          |                |
|   | Period          | 0   |                |              |           |            |                    |              |              |          |                |
|   | YTD             | -   | 0              | 32,000.00    | 535.63    | 349,91     | 16.00              |              |              |          | 896.54         |
| SINGLE FAMILY GYPSUM BOARD              | 0               |     |                |              |           |            |                    |              |              |          |                |
|   | Period          | 0   |                |              |           |            |                    |              |              |          |                |
|   | YTD             |     | 0              | 500.00       | 31.00     |            | 0.25               |              |              |          | 31.2:          |
| SINGLE FAMILY HVAC - RESIDENTIAL SINGLE | VTIAL SIN       | GLE |                |              |           |            |                    |              |              |          |                |
|   | Period          | -   | 0              |              | 40.00     |            | 1.00               |              |              |          | 41.0(          |
|   | YTD             | 2   | 0              |              | 80.00     |            | 2.00               |              |              |          | 82.0(          |
| SINGLE FAMILY INSULATION                |                 |     |                |              |           |            |                    |              |              |          |                |
|   | Period          | 0   |                |              |           |            |                    |              |              |          |                |
|   | YTD             | 2   | 0              | 13,446.00    | 299.83    |            | 11.25              |              |              |          | 311.08         |
| SINGLE FAMILY PLUMBING                  |                 |     |                |              |           |            |                    |              |              |          |                |
|   | Period          | 0   |                |              |           |            |                    |              |              |          |                |
|   | YTD             |     | 0              |              | 45.00     |            | 5.00               |              |              |          | 50.00          |
| SINGLE FAMILY REMODEL                   |                 |     |                |              |           |            |                    |              |              |          |                |
|   | Period          | 1   | 0              | 8,000.00     | 177.46    | 115.35     | 4.00               |              |              |          | 296.8          |
|   | YTD             | S   | 0              | 65,188.00    | 1,284.75  | 836.84     | 32.59              |              |              |          | 2,149.18       |
| SINGLE FAMILY REPAIR                    |                 |     |                |              |           |            |                    |              |              |          |                |
|   | Period          | 0   |                |              |           |            |                    |              |              |          |                |
|   | YTD             |     | 0              | 50,000.00    | 749.87    | 487.42     | 25.00              |              |              |          | 1,262.25       |
| SINGLE FAMILY ROOFING                   |                 |     |                |              |           |            |                    |              |              |          |                |
|   | Period          | 73  | 0              | 612,715.52   | 13,586.97 | 10.00      | 306.38             |              |              |          | 13,893.3:      |
|   | YTD             | 165 | 0              | 1,363,792.58 | 30,161.20 | 25.00      | 681.95             |              |              |          | 30,843.1:      |
| SINGLE FAMILY SHED                      |                 |     |                |              |           |            |                    |              |              |          |                |
|   |                 |     |                |              |           |            |                    |              |              |          |                |

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| Permit Kind                            | Pe      | Permit D<br>Count 1 | Dwell<br>Units | Valuation    | Revenue   | Plan Check | State<br>Surcharge | Park SAC<br>Fees Units | SAC Fees | Total Fees |
|--|---------|---------------------|----------------|--------------|-----------|------------|--------------------|------------------------|----------|------------|
| Permit Type: BUILDING                  |         |                     |                |              |           |            |                    |                        |          |            |
| •                                      | Period  | 0                   |                |              |           |            |                    |                        |          |            |
|  | YTD     | 1                   | 0              | 3,738.24     | 107.84    |            | 1.87               |                        |          | 109.71     |
| SINGLE FAMILY SIDING                   |         |                     |                |              |           |            |                    |                        |          |            |
|  | Period  | 2                   | 0              | 35,000.00    | 651.35    |            | 17.50              |                        |          | 668.85     |
|  | ΥTD     | 9                   | 0              | 78,211.00    | 1,545.02  | 5.00       | 39.11              |                        |          | 1,584.13   |
| SINGLE FAMILY TRUSS WORK               |         |                     |                |              |           |            |                    |                        |          |            |
|  | Period  | 0                   |                |              |           |            |                    |                        |          |            |
|  | ΥTD     | -                   | 0              | 6,000.00     | 144.78    |            | 3.00               |                        |          | 147.78     |
| SINGLE FAMILY WINDOW REPLACEMENT       | ACEMENT | <b>r</b>            |                |              |           |            |                    |                        |          |            |
|  | Period  | 6                   | 0              | 46,014.00    | 1,153.10  |            | 23.00              |                        |          | 1,176.10   |
|  | ΥTD     | 36                  | 0              | 227,351.50   | 5,351.04  | 15.00      | 113.69             |                        |          | 5,464.73   |
| <b>Permit Type: BUILDING - Totals</b>  |         |                     |                |              |           |            |                    |                        |          |            |
|  | Period  | 94                  | •              | 906,728.62   | 18,530.22 | 215.80     | 454.38             |                        |          | 19,190.40  |
|  | YTD     | 286                 | 0              | 8,501,987.33 | 88,590.81 | 29,484.77  | 3,120.86           |                        |          | 121,281.44 |
|  | 1       |                     |                |              |           |            |                    |                        |          |            |
| <sup>2</sup> ermit Type: FIRE ALARM    |         |                     |                |              |           |            |                    |                        |          |            |
| COMMERCIAL FIRE ALARM                  |         |                     |                |              |           |            |                    |                        |          |            |
|  | Period  | 0                   |                |              |           |            |                    |                        |          |            |
|  | YTD     |                     | 0              |              | 68.99     | 6.78       |                    |                        |          | 75.77      |
| ermit Type: FIRE ALARM - Totals        | 1       |                     |                |              |           |            |                    |                        |          |            |
|  | Period  | 0                   |                |              |           |            |                    |                        |          |            |
|  | QTY     | 1                   | 0              |              | 68.99     | 6.78       |                    |                        |          | 75.77      |
|  | 1       |                     |                |              |           | -          |                    |                        |          |            |
| ermit Type: FIRE -SPECIAL EVENT        |         |                     |                |              |           |            |                    |                        |          |            |
| <b>COMMERCIAL FIRE - SPECIAL EVENT</b> | VENT    |                     |                |              |           |            |                    |                        |          |            |
|  | Period  | 1                   | 0              |              |           |            |                    |                        |          | 50.00      |
|  | YTD     |                     | 0              |              |           |            |                    |                        |          | 50.00      |
| <b>PUBLIC FIRE - SPECIAL EVENT</b>     |         |                     |                |              |           |            |                    |                        |          |            |
|  | Period  | 0                   |                |              |           |            |                    |                        |          |            |
|  |         |                     |                |              |           |            |                    |                        | •        |            |

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| Permit Kind                                 | Permit<br>Count |       | Dwell<br>Units | Valuation | Revenue  | Plan Check | State<br>Surcharge | Park<br>Fees                     | SAC<br>Units | SAC Fees | Total Fees  |
|---|-----------------|-------|----------------|-----------|----------|------------|--------------------|----------------------------------|--------------|----------|-------------|
| Permit Type: FIRE -SPECIAL EVENT            |                 |       |                |           |          |            |                    |                                  |              |          |             |
|   | YTD             | )     | 0              |           |          |            |                    |                                  |              |          | 0.00        |
| Permit Type: FIRE -SPECIAL EVENT -          | Totals          |       |                |           |          |            |                    |                                  |              |          |             |
|   | Period          | 1     | 0              |           |          |            |                    |                                  |              |          | 50.0(       |
|   | YTD             | 2<br> | <br>           |           |          |            |                    |                                  |              |          | 50.0(       |
| Permit Type: FIRE SUPPRESSION               |                 |       |                |           |          |            |                    |                                  |              |          |             |
| COMMERCIAL FIRE SUPPRESSION                 | ž               |       |                |           |          |            |                    |                                  |              |          |             |
|   | Period          | 0     |                |           |          |            |                    |                                  |              |          |             |
|   | YTD             | 9     | 0              |           | 2,582.67 | 328.08     | 67.43              |                                  |              |          | 2,978.18    |
| MULTI-FAMILY FIRE SUPPRESSION               | ON              |       |                |           |          |            |                    |                                  |              |          |             |
|   | Period          | 0     |                |           |          |            |                    |                                  |              |          |             |
|   | YTD             |       | 0              |           | 412.50   | 26.81      | 13.75              |                                  |              |          | 453.0(      |
| PUBLIC FIRE SUPPRESSION                     |                 |       |                |           |          |            |                    |                                  |              |          |             |
|   | Period          | 0     |                |           |          |            |                    |                                  |              |          |             |
|   | YTD             | -     | 0              |           |          |            |                    |                                  |              |          |             |
| Permit Type: FIRE SUPPRESSION - Totals      | als             |       |                |           |          |            |                    |                                  |              |          |             |
|   | Period          | 0     |                |           |          |            |                    |                                  |              |          |             |
|   | YTD             |       | 0              |           | 2,995.17 | 354.89     | 81.18              |                                  |              |          | 3,431.2     |
| Permit Type: MECHANICAL                     |                 |       |                |           |          |            |                    |                                  |              |          |             |
| COMMERCIAL HEATING, VENT & AC               | & AC            |       |                |           |          |            |                    |                                  |              |          |             |
|   | Period          | 0     |                |           |          |            |                    |                                  |              |          |             |
|   | YTD             | 4     | 0              |           | 8,348.70 |            | 208.72             |                                  |              |          | 8,557.4:    |
| <b>COMMERCIAL HVAC - COMMERCIAL MINIMUM</b> | CIAL MININ      | MUM   |                |           |          |            |                    |                                  |              |          |             |
|   | Period          | 0     |                |           |          |            |                    | ** ** ***                        |              |          |             |
|   | YTD             | 2     | 0              |           | 160.00   |            | 10.00              |                                  |              |          | 170.0       |
| SINGLE FAMILY HEATING, VENT & AC            | & AC            |       |                |           |          |            |                    |                                  |              |          |             |
|   | Period          | 4     | 0              |           | 204.00   |            | 4.00               |                                  |              |          | 208.0       |
|   | YTD             | 25    | 0              |           | 1,244.00 |            | 81.00              | 14.717 <sup>2</sup> 241007-04-01 |              |          | 1,325.0     |
| 9/30/2015                                   |                 |       |                |           |          |            |                    |                                  |              |          | Page 5 of 7 |
|   |                 |       |                |           |          |            |                    |                                  |              |          | 0           |

| Permit Kind                                | Pe         | Permit D<br>Count L | Dwell<br>Units | Valuation | Revenue   | Plan Check | State<br>Surcharge | Park<br>Fees | SAC<br>Units | SAC Fees | Total Fees  |
|--|------------|---------------------|----------------|-----------|-----------|------------|--------------------|--------------|--------------|----------|-------------|
| <b>Permit Type: MECHANICAL</b>             |            |                     |                |           |           |            |                    |              |              |          |             |
| SINGLE FAMILY HVAC - RESIDENTIAL SINGLE    | VTIAL SIV  | IGLE                |                |           |           |            |                    |              |              |          |             |
|  | Period     | 9                   | 0              |           | 248.00    |            | 6.00               |              |              |          | 254.00      |
|  | ΥTD        | 33                  | 0              |           | 1,368.00  |            | 113.00             |              |              |          | 1,481.00    |
| Permit Type: MECHANICAL - Totals           | I          |                     |                |           |           |            |                    |              |              |          |             |
|  | Period     | 10                  | 0              |           | 452.00    |            | 10.00              |              |              |          | 462.00      |
|  | (LLA       | 64                  | 0              |           | 11,120.70 |            | 412.72             |              |              |          | 11,533.42   |
| Jarmit Tuna. DI HMBING                     | 1          |                     |                |           |           |            |                    |              |              |          |             |
| COMMERCIAL PLINBING                        |            |                     |                |           |           |            |                    |              |              |          |             |
|  | Period     | c                   |                |           |           |            |                    |              |              |          |             |
|  | YTD        | ~ ~~                | 0              |           | 1.431.00  |            | 36.00              |              |              |          | 1 467 00    |
| SINGLE FAMILY PLUMBING                     |            |                     |                |           | `         |            | 1                  |              |              |          | )<br>)      |
|  | Period     | 4                   | 0              |           | 188.00    |            | 4.00               |              |              |          | 192.00      |
|  | ΥTD        | 39                  | 0              |           | 1,763.00  |            | 139.00             |              |              |          | 1,902.00    |
| <sup>2</sup> ermit Type: PLUMBING - Totals | I          | ·                   |                |           |           |            |                    |              |              |          |             |
|  | Period     | 4                   | 0              |           | 188.00    |            | 4.00               |              |              |          | 192.00      |
|  | UTY        | 47                  | 0              |           | 3,194.00  |            | 175.00             |              |              |          | 3,369.00    |
|  | 1          |                     |                |           |           |            |                    |              |              |          |             |
| <sup>2</sup> ermit Type: SIGN              |            |                     |                |           |           |            |                    |              |              |          |             |
| <b>COMMERCIAL SIGN PERMANENT</b>           | r          |                     |                |           |           |            |                    |              |              |          |             |
|  | Period     | 0                   |                |           |           |            |                    |              |              |          |             |
|  | ДТҮ        | 6                   | 0              |           | 1,504.00  |            |                    |              |              |          | 1,504.00    |
| <b>COMMERCIAL SIGN TEMPORARY</b>           |            |                     |                |           |           |            |                    |              |              |          |             |
|  | Period     | 0                   | ĩ              |           |           |            |                    |              |              |          |             |
|  | ΥTD        | 4                   | 0              |           | 595.00    |            |                    |              |              |          | 595.00      |
| ermit Type: SIGN - Totals                  | I          |                     |                |           |           |            |                    |              |              |          |             |
|  | Period     | 0                   |                | ·         |           |            |                    |              |              |          |             |
|  | <b>UTY</b> | 13                  | 0              |           | 2,099.00  |            |                    |              |              |          | 2,099.00    |
|  | 1          |                     |                |           |           |            |                    |              |              |          |             |
| /30/2015                                   |            | •.                  |                |           |           |            |                    |              |              |          | Page 6 of 7 |

| Permit Kind                      | Pe       | Permit D<br>Count U | Dwell<br>Units | Valuation    | Revenue   | Plan Check | State<br>Surcharge | Park<br>Fees | SAC<br>Units | SAC Fees | Total Fees |
|----------------------------------|----------|---------------------|----------------|--------------|-----------|------------|--------------------|--------------|--------------|----------|------------|
| Permit Type: ZONING              |          |                     |                |              |           |            |                    |              |              |          |            |
| COMMERCIAL FENCE                 |          |                     |                |              |           |            |                    |              |              |          |            |
|                                  | Period   | 0                   |                |              |           |            |                    |              |              |          |            |
|                                  | YTD      | 1                   | 0              |              | 45.00     |            |                    |              |              |          | 45.00      |
| SINGLE FAMILY ACCESSORY BUILDING | BUILDING |                     |                |              |           |            |                    |              |              |          |            |
|                                  | Period   | 0                   |                |              |           |            |                    |              |              |          |            |
|                                  | YTD      | 4                   | 0              |              | 180.00    |            |                    |              |              |          | 180.00     |
| SINGLE FAMILY DRIVEWAY           |          |                     |                |              |           |            |                    |              |              |          |            |
|                                  | Period   | 1                   | 0              |              | 45.00     |            |                    |              |              |          | 45.00      |
|                                  | YTD      | 8                   | 0              |              | 360.00    |            |                    |              |              |          | 360.00     |
| SINGLE FAMILY FENCE              |          |                     |                |              |           |            |                    |              |              |          |            |
|                                  | Period   | 1                   | 0              |              | 45.00     |            |                    |              |              |          | 45.00      |
|                                  | YTD      | 10                  | 0              |              | 455.00    | 5.00       |                    |              |              |          | 455.0(     |
| SINGLE FAMILY SHED               |          |                     |                |              |           |            |                    |              |              |          |            |
|                                  | Period   | 0                   |                |              |           |            |                    |              |              |          |            |
|                                  | YTD      | 4                   | 0              |              | 180.00    |            |                    |              |              |          | 180.0(     |
| Permit Type: ZONING - Totals     | 1        |                     |                |              |           |            |                    |              |              |          |            |
|                                  | Period   | 2                   | 0              |              | 90.00     |            |                    |              |              |          | 90.00      |
|                                  | УТВ      | 27                  | 0              |              | 1,220.00  | 5.00       |                    |              |              |          | 1,220.00   |
|                                  | I        |                     |                |              |           |            |                    |              |              |          |            |
| Report Total                     | Period   | 111                 | 0              | \$906,728.62 | 19,260.22 | 215.80     | 468.38             |              |              |          | 19,984.4(  |
|                                  |          | 75                  | 4              |              | 10/90000  | 100 L 111  | 0,0000             |              |              |          |            |
|                                  |          |                     |                |              |           |            |                    |              |              |          |            |

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| VACANTS/FORECLOSURES SEPTEMBER 2015 | ES SEPTEMBER 2015   |                      |            |                 | Per ordinance,          |  | Posted         |              |
|-------------------------------------|---|----------------------|------------|-----------------|-------------------------|--|----------------|--------------|
| hecked public records 9-18, throug  | I checked public records 9-18, through the last published date 9-18-15, no new info. Nancy  | ancy                 | 120 day    |                 | \$200. vac.fee          | Add'l vac,   | Abandoned      |              |
| 'I "Blue"3rd party hnds,"purple"pri | FYI "Blue"3rd party hnds, "purple"prop.sold/sale pending, brown"deceased, "green" md Posted | 10 Posted            | Vacant     | 120 day vac.    | due <u>1 yr</u> .anniv. | anniv (A/D)  | \$150. fee     | \$150.00     |
| Red-SEE ME.                         |   | Vacant               | expiration | fee paid        | date (A/D) of           | date(s) add'l                                      | App, insp      | Res. CO      |
| RESIDENTIAL SERVICE ADDRESS         | NAME  | Date                 | Date       |                 | orig. posting           | \$200.00 + due.                                    | Due            | Paid/date    |
| 576 NE 78TH AVE                     | US Bank Home Mtg c/o Patrick Bradfield (Roe)  | 8/5/13               | 12/03/13   | Paid 1-21-14    | Paid 1-26-15            | Paid 9-30-15                                       | 8/5/13         | Paid 9-30-15 |
| 615 NE 79TH AVE                     | Z. SULTANA, Mail all returned   | 4/21/14              | 08/19/14   |                 | A/D 4/21/15             |  | 4/21/14        | Paid 7-29-14 |
| 629 NE 79TH AVE                     | ANTHONY MENDOLA   | 7/22/15              | 11/19/15   |                 |                         |  | 7/22/15        |              |
| 8064 NE GARFIELD ST                 | PETER BOROWITZ  | 06/06/12             | 10/04/12   | , .             | A/D 6/6/13              | A/D 6-2014,2015 6/6/12                             | 5 6/6/12       |              |
| 1880 NE HWY 10                      | ARNOLD JOHNSON JR. (Arnold Sr. is deceased)   | 06/26/15             | 10/24/15   |                 | A/D 6/26/16             |  | 6/26/15        |              |
| 600 NE IONE AVE                     | A.Stanley/Dawn Brannan both deceased  | 03/19/15             | 07/17/15   |                 | A/D 3/19/16             |  | 3/19/15        | 1            |
| 7839 JACKSON Owes Mowing            | CE Murphy Real Estate, Leslie Possible sale   | 09/12/11             | 01/10/12   | Paid\$200 9-4-1 | Paid 9-17-15 for        | Paid\$200 9-4-1 Paid 9-17-15 for 2012,13,14 & 2015 | 5 9/12/11      |              |
| 8060 NE JEFFERSON ST                | JONATHAN CRANE/Contract holder: Nestrud's   |                      |            | <b>.</b>        |                         |  |                |              |
| 7762 LAKEVIEW LN                    | WELLS FARGO MTG. (Smith)  | 10/01/14             | 01/29/15   |                 | A/D 10/1/15             | A/D 10/1/16  | 10/1/14        |              |
| 812 NE LUND AVE                     | Rita Herr (Rita lvs w/dtr, Stanley Deceased)  | 05/23/12             | 09/20/12   |                 | A/D 5/23/13             | A/D 5/23/14  | 10/4/13        | 1            |
| 703 NE MANOR DR                     | US Bank per County but return mail (Zelanak)  | 2/26/15              | 06/26/15   |                 | A/D 2/26/16             |  | 2/26/15        | 1            |
| 770 NE MANOR DR                     | JT REO Consultants (C.Brown, Deceased)  | 05/07/14             | 09/04/14   | Paid 12-15-14   | _A/D 5/7/15             | A/D 5/7/16   | 5/7/14         |              |
| 7907 NE MICKINLEY                   | CUSTOMER DRIVEN REALTY (Crea)   | 5/15/15              | 09/12/15   | Paid 7-21-15    | A/D 5/15/16             |  | 5/15/15        |              |
| 8345 NE PIERCE ST                   | JOHN VYLASEK, see notes   | XX                   | na Inn Iar |                 |                         |  |                | <u> </u>     |
| 030 NE CANBLIDNOL DD                | MELLS EARCO per Ctv (Hazelwood)   | 7/20/17              | VE/3C/30   | J. aid 7-20-20  | A/D 3/36/15             | 91/96/16   | E/7/1/         | 1            |
| 8100 NE TERRACE RD                  | TCF NAT'L BANK (STAHOSKI)   | 8/20/15              | 12/18/15   |                 |                         |  |                | 8/20/15      |
| 8013 NE VAN BUREN ST                | Valli Netland -Deceased   | X                    |            |                 |                         |  | X              |              |
| 8316 NE WESTWOOD RD                 | THOMAS COLEMAN Poss. Closing end of Oct.  | 10/04/12             | 02/01/13   | Paid 3/20/12    | Paid 9-23-15            | Paid 9-23-15                                       | 10/4/12        | \$due        |
| 8330 NE WESTWOOD RD                 | GEORGE FARKAS, Realtor-US Bank, Vandriel  | 1/29/14              | 05/29/14   | Paid 6-30-14    | Paid 5-13-15            | A/D 1/29/16  | 1/29/14        | Paid 4-2-15  |
| <b>Commercial Properties</b>        |   |                      |            |                 |                         |  |                | Comm.CO      |
| 933 NE Manor                        | MN Catholic Credit Union, vacant per BB 4-2015  |                      |            |                 |                         |  |                |              |
| 8355 NE UNIVERSITY AVE              | KIN PROP.INC (FKA:Timberlodge, Herradura)   |                      |            |                 |                         |  |                |              |
| 8443-8445 NE University Ave         | St Kirols, Paul and Maggie Suby   | 5/29/2015            | 9/26/2015  |                 |                         |  |                | 5/29/15      |
|                                     |   |                      |            |                 |                         |  |                |              |
| SHERIFF SALES                       |   | Date of Sheriff Sale | eriff Sale |                 |                         |  | Date to vacate | icate        |
| 538 NE 80TH AVE                     | JAMES & JENNIFER WALKER   | 7/18/14              |            |                 |                         |  | 1/18/15        |              |
| 551 NE 82ND                         | ELLEN RICE  | 3/20/15              |            |                 |                         |  | 9/20/15        |              |
| 8435 NE LADDIE RD                   | Raymond and Rose Stramer  | 8/3/15               |            |                 |                         |  | 2/3/16         |              |
| 700 NE LUND AVE                     | SHERRY ERBE, vacating as of 10-1-15   | 3/30/15              |            |                 |                         |  | 9/30/15        |              |
| 7868 MADISON ST                     | LAURIE WEILEP   | 7/17/15              |            |                 |                         |  | 1/19/16        |              |
| 375 NE MANOR DR                     | ROBERT FRANCIS  | 7/17/15              |            |                 |                         |  | 1/19/16        |              |
| 351 NE MAPLE ST                     | KERTIS J TRUE   | 1/30/15              |            |                 |                         |  | 7/30/15        |              |
| 615 NE MAPLE ST                     | ELIZABETH TROTTER   | 7/20/15              |            |                 |                         |  | 1/20/16        |              |
| 8194 NE Middletown (HOA gets billed | d Citimortgage/Brandon O'Donnell  | 8/21/13              |            |                 |                         |  | 2/21/14        |              |
| 8285 NE POLK ST                     | COLLEEN THOMPSON  | 12/5/14              |            |                 |                         |  | 6/5/15         |              |
| 7763 NE QUINCY ST                   | MATTHEW AND MARY MEYERS   | 4/20/15              |            |                 |                         |  | 10/20/15       |              |
| 8022 NE QUINCY ST                   | SCOTT AND LAURIE BRAHS  | 6/12/15              |            |                 |                         |  | 12/14/15       |              |
| 501 NE ROSEDALE RD                  | TODD & CINDY ZRUCKY   | 10/15/15             |            |                 |                         |  | 4/15/16        |              |
| 7718 NE TAYLOR ST (HOA gets billed) |   |                      |            |                 |                         |  |                |              |
| 7880 NE TYLER ST                    |   | 8/24/15              |            |                 |                         |  | 2/24/16        |              |
| 331 NE WYLDWOOD LN                  | EDWARD ORIOKI, WINNIFRED MARUNGA  | PP 7/7/15            |            |                 |                         |  | 1/7/16         |              |
|                                     |   |                      |            |                 |                         |  |                |              |
| SEPT CLOSINGS                       |   | N3/10/15             | 07/17/15   | Paid 9-30-15    |                         |  | 2/10/15        | Paid 9-30-15 |

| 3401 NE MONROE NE             | Seller/TCF NAT'L Buyer Timothy Knudson  | 4/17/15         | 08/15/15 | 4/17/15 08/15/15 Paid 8-10-15 | 4/17/15 | 4/17/15 Paid 9-23-15     |
|-------------------------------|---|-----------------|----------|-------------------------------|---------|--------------------------|
|                               |   |                 |          |                               |         |                          |
| ULY CLOSINGS                  |   |                 |          |                               |         |                          |
| 398 NE 78TH AVE               | Fatema Rabah, Prop clsd 7-9-15  | 5/6/15 09/03/15 | 09/03/15 |                               | 5/6/15  | 5/6/15 Pd.\$150. 7-9-15  |
| 3285 NE TAYLOR ST             | Buyer - Dorothea Olson, closed 7-30 (Seller Estate of Fern Brown)                               | e of Fern Brow  | m)       |                               |         |                          |
|                               |   |                 |          |                               |         |                          |
| UNE CLOSINGS                  |   |                 |          |                               |         |                          |
| 3099 Van Buren, Jul.mowing du | 3099 Van Buren, Jul.mowing due Buyers Kay Carlson, Dan Colbiornsen Cisd 7-10-15 5/5/15 09/02/15 | 5 5/5/15        | 09/02/15 |                               | 5/5/15  | 5/5/15 Pd.\$150. 7-16-15 |



City of Spring Lake Park, Minnesota

1301 81<sup>st</sup> Avenue N.E., Spring Lake Park, MN 55432-2188 (763) 784-6491 \* Fax: (763) 792-7257

# **Driveway Information**

This handout provides information to assist you in the construction of a driveway in the City of Spring Lake Park.

Every driveway surface shall be constructed with a permanent improved surface so as to control dust, drainage, and erosion, according to the requirements set forth in this handout.

## 1. General Construction:

- The driveway or parking area must be excavated to remove all black dirt from the area to be surfaced.
- The driveway or parking area must be constructed so as to provide drainage from the garage to the street unless the Building Official determines otherwise.

## 2. Type of Construction:

- Brick Construction:
  - a. After initial excavation and compaction of the exposed earth, the driveway shall be backfilled with four inches (4") of Class 4 base material, compacted in place, to any elevation four inches (4" below the finished surface grade of the driveway.
  - b. The driveway construction shall consist of a leveled layer of sand not to exceed 1 ½ inches deep upon which the bricks or pavers are to be fitted and interlocked, held in place by an edging material.
  - c. Dry sand shall be scattered over the driveway area and swept into the cracks between the bricks or pavers and repeated as necessary until all voids are filled.

(Because of the numerous types and styles of brick and brick

pavers available, individual manufacturer or professional landscape specifications may supersede these construction guidelines.)

- Asphalt Construction:
  - a. After initial excavation, the driveway must be backfilled with Class 4 base material, compacted in place, to an elevation 4 inches below the finished surface grade of the driveway.
  - b. The driveway construction must consist of a minimum of 2 inches (compacted thickness) Class 5 base material and a minimum of 2 inches (compacted thickness) bituminous wearing course.
- Concrete Construction:
  - After initial excavation, the driveway must be backfilled with Class 4 base material, compacted in place, to an elevation 4 inches below the finished surface grade of the driveway.
  - b. The driveway construction must consist of a minimum of 4 inches of, 3500-pound mix, 4 inch slump with air.

## 3. Driveway Size and Location:

 All residential use driveways must have a minimum setback of 5 feet from any lot line, except driveways may be permitted to cross a required setback area in order to establish access between the lot and a public street. Where a driveway would encroach into an easement, the property owner must obtain an encroachment permit if required by the city prior to construction of the driveway.

*Exception:* In the case of single and two family residential uses, driveways or parking areas may be permitted with no setback from the property line, provided a variance has been approved, and the owner(s) of the abutting lot(s) indicates their permission on a form acceptable to the City.

 The maximum driveway width allowed in a residential use on private property is 36 feet.

*Note:* If you are planning to install a driveway and your property abuts a county or state roadway, you will need to contact the appropriate agency to obtain an entrance permit.

## 4 Curb Cuts and Driveway Openings:

- No curb cut access may be located less than 40 feet from the intersection of two or more street rights of way. This distance will be measured from the intersection of the back-of-curb.
- No curb cut access may exceed 24 feet in width for single family residential uses. A 29-foot wide curb cut may be permissible for all residential uses subject to obtain a variance. Curb cut openings must comply with City Engineer details and requirements.
- All property is entitled to two curb cuts. The requesting property owner must pay all second curb cuts in full.

## 5. Permit Requirements and Procedures:

Submitting a Plan: You will need to provide to the City a site plan showing your lot lines, any existing structures, and the location of the proposed driveway. (See example included.) You need to draw this plan to scale and mark dimensions on the plan. You will also need to fill out a zoning permit application. If you are having a contractor do the work, the contractor must be licensed with the City of Spring Lake Park or the State of Minnesota. *Plan Review:* The Code Enforcement Department will review your plan to assure that the driveway meets the size and setback requirements of the City. **Permit Issuance:** After the plans have been approved, the City will call you and let you know that your permit is ready to be picked up. You will need to pay the permit fees and get a copy of the permit from our office before work begins. You will receive an inspection record card and the approved plans. These must be present at the job site and available to the inspector for his review and to record the inspection when done. If not available the inspection may need to be rescheduled.

## Inspections:

 A final inspection when the driveway is complete.

You must call for an inspection when the driveway is completed. Please call the Code Enforcement Department at (763) 784-6491 to schedule an inspection.

When you call us, please make sure you tell us:

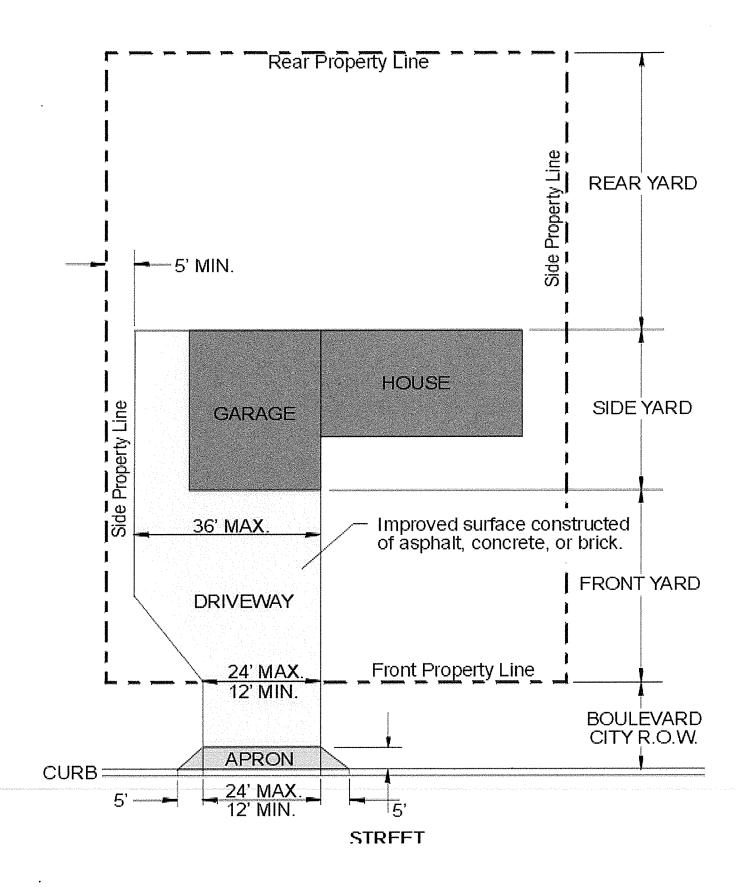
- your name.
- address of the property.
- type of inspection needed.
- zoning permit number.
- daytime phone number.

Please remember if you are doing digging of any kind, call Gopher State One Call for utility locations at (651) 454-0002 or MN toll free at 1-800-252-1166. This is not an option—it's the law!

## **Questions?**

If you have questions about the information in this handout, please contact the Building Official at (763) 792-7212 or e-mail your questions to <u>bbrainard@slpmn.org</u>. You may also visit our website at: <u>www.slpmn.org</u> for more information and applications.

This information is a guide to the most common questions and problems. It is not intended nor shall it be considered a complete set of requirements.



. . .

# MEMORANDUM

TO: MAYOR HANSEN AND MEMBERS OF THE CITY COUNCIL
FROM: DANIEL R. BUCHHOLTZ, CITY ADMINISTRATOR
SUBJECT: RFP FOR FACILITY ASSESSMENT/SPACE NEEDS ANALYSIS
DATE: SEPTEMBER 28, 2015

At the June 8, 2015 City Council workshop, staff presented the City Council with a draft 2015-2019 Capital Improvement Plan. In the draft CIP, there were a number of items that addressed deferred maintenance for City Hall. The City Council, after reviewing these items, came to consensus that a facility assessment/space needs analysis be completed prior to investing money in deferred maintenance.

Based on that consensus, staff has drafted a request for proposals (RFP) that will be sent to architectural firms for this project. The RFP is included with this memorandum. Proposals are due by 4pm on Friday, October 30. Staff anticipates that the proposal review and interviews will take place in the month of November, with a final recommendation brought forward to the City Council on December 7, 2015. Work on the project would commence in January 2016.

Funding for this project will come from the General Fund (2016 budget) and the Recreation Program Fund (Fund 244).

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

# CITY OF SPRING LAKE PARK, MINNESOTA REQUEST FOR PROPOSAL FACILITY ASSESSMENT/SPACE NEEDS ANALYSIS

The City of Spring Lake Park is seeking proposals from qualified architectural/engineering firms to perform a facility assessment/space needs analysis of the City Hall/Police Department/former Maintenance Facility.

Inquiries about the request for proposal should be addressed to:

Daniel Buchholtz, MMC Administrator, Clerk/Treasurer <u>dbuchholtz@slpmn.org</u> (763) 784-6491

Five copies of the proposal, along with one electronic copy, must be received by 4:00pm on Friday, October 30, 2015. The proposal should be sent or delivered to the following address:

Spring Lake Park City Hall 1301 81<sup>st</sup> Avenue NE Spring Lake Park, MN 55432

# **Project Background**

The original City Hall/Police Department/Maintenance Facility was constructed in 1977. The original building was approximately 15,500 square feet. A 4,080 square foot storage building/gun range was constructed in 1987 on the campus, detached from the original facility. Due to increased space needs in by the Police Department, a 6,300 square foot Police Department addition was added to City Hall in 1994. Recognizing the amount of equipment and vehicles stored outside due to insufficient garage space, the City purchased a 16,000 square foot industrial building in 2013 to house the Public Works Department and equipment to the new site near the intersection of State Highway 65 and 85<sup>th</sup> Avenue. Police Department vehicles stored outside have been moved into the former maintenance facility space. However, the former maintenance facility space is underutilized.

Current issues facing the existing City Hall/Police Department/former Maintenance Facility is inefficient workspace allocation, lack of public meeting rooms, lack of restroom facilities for employees and visitors, and inadequate mechanical and electrical systems. In addition, the City would like to explore the possibility of constructing a modest community center on the City Hall campus.

An aerial photo of the property is included with this proposal as Exhibit A.

# Scope of Work

The Assessment will consist of a formal report to the City Council that addresses and makes recommendations on the following items for the facility identified above:

# A. Identify Current Facility Conditions and Deficiencies

- Age of Facility
- Structural Issues
- Mechanical/HVAC Systems
- Electrical Systems/Wiring
- Size (sq. ft.)
- Number of Staff

- Equipment
- Storage
- ADA Compliance
- Utility Costs
- Hours of Operation
- Photos
- B. City Population and Growth Projections
- C. Future Facility Needs
  - Identify Shared Space Potential
  - Workspace
  - Storage
  - Meeting Rooms
  - Multi-Purpose Community Room/Recreation Facilities
  - Sustainable Buildings/LEED
  - IT and Computer Equipment
- D. Space Needs
  - Square Footage, as requested by Staff
  - Square Footage, as suggested by standard
- E. Preliminary Cost Estimates
- F. Preliminary Site Design Layouts
- G. Potential Funding Sources
- H. Potential Improvements to Existing Buildings
- I. Cost Comparison of Renovation to New Construction
- J. Timeline

# **Specifications**

The firm selected will be required to make site visits and conduct interviews with appropriate personnel to derive a final set of recommendations.

Please provide the following information as part of your submission:

A. Narrative relating to your general approach to this project

- B. A detailed work plan identifying the major tasks to be accomplished and the timeline for completion of each work task
- C. A description of the deliverables to be provided by the firm
- D. Identification of the level of the City's participation in the contract for each work task
- E. Company history
- F. Examples of work in the past five years in government planning or analysis
- G. Resumes, including responsibilities, background, and related experience of key personnel that will be working on this project
- H. Names of at least three individuals that can be contacted as references concerning the professional capabilities of your firm to perform on this project
- I. Total maximum fee, broken down by task, and reimbursable expenses, if any.
- J. Additional information or materials that you believe communicate the capabilities of your firm to perform this project.

# **General Evaluation Criteria**

The following criteria will be used to evaluate each proposal.

- A demonstrated understanding of the requirements of this project.
- Project approach and schedule.
- Qualifications and expertise of key personnel assigned to the project and their proven ability to efficiently complete similar projects.
- Expertise of the firm and project team, directly relating to this project.
- Comments and opinions of references.
- Firm possesses resources required to complete the project.
- Clarity, consciousness and organization of the proposal.
- Cost of the proposal.

# **<u>Rights of Review</u>**

The City of Spring Lake Park reserves the right to reject any or all proposals or to request additional information from any or all applicants as determined to be in the best interest of the City. The City may, at its discretion, request firm(s) to make oral presentations. Not all firms may be asked to make an oral presentation. The City reserves the right to retain all proposals submitted and to use any ideas in a proposal regardless of whether that proposal is selected.

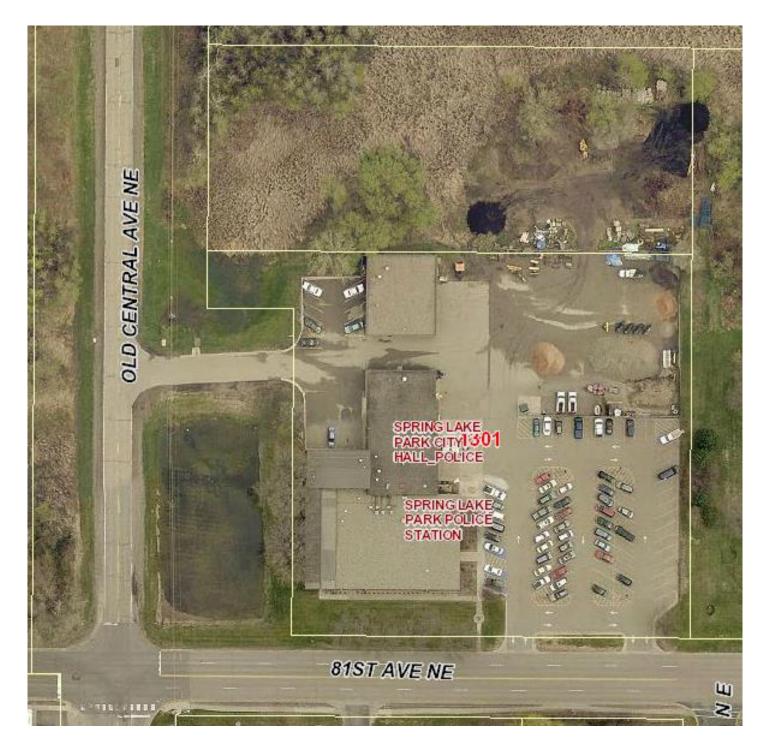
# **Contract Execution**

The contractor chosen will be required to enter into a contract with the City of Spring Lake Park for the proposed work prior to commencement of any work.

# **Disclaimer**

There is no expressed or implied obligation for the City to reimburse responding firms for any expenses incurred in preparing proposals in response to this request.

**EXHIBIT A City Hall Campus** 2014 Aerial Photo





# Engineer's Project Status Report

| To:   | Council Members and Staff | Re: Status Report for 10.7.15 Meeting |
|-------|---------------------------|---------------------------------------|
| From: | Phil Gravel               | File No.: R-18GEN                     |

Note: Updated information is shown in italics.

# 2015 Sanitary Sewer Lining Project (193803135).

This project includes lining and wye grouting in the northeast corner of the city. Currently waiting on a schedule from the Contractor, Visu-Sewer. A Pre-construction conference will be scheduled when the preliminary televising has been completed.

# 2014-2015 Street Improvement Project (193801577).

Punch-list work remains. The punch-list includes several clean-up and seeding items that need to be addressed by the contractor.

# CSAH 35 Turn Lanes and Sidewalk (193802914).

Permits have been received from Anoka County and RCWD. Council Awarded the Construction Contract on September 8<sup>th</sup>. Construction began on October 2<sup>nd</sup> and should take 3-4 weeks. Construction Notices were delivered to adjacent properties.

# MS4 Permit (193802936).

Ongoing implementation items. Training will be the next task.

# Zoning Code Update (193803266).

Productive meetings have been held with the Planning Commission. Work continues. Another meeting will be held in October.

Lift Station No. 1 Equipment (pumps, generator, and control panel) (193802805).

Equipment suppliers continue work on their items. Generator has been delivered.

## Lift Station No. 1 Reconstruction (193803115).

Current project schedule:

- Council Approve Plans September 21, 2015.
- Open Bids (1:00 PM) October 26, 2015.
- Council Consider Award November 2, 2015.

## Other issues/projects.

We are still working with Terry regarding some short-term flooding issues that occurred with the large rain event on 7/28/15. The city may want to consider completing a hydraulic analysis of the Monroe Street storm sewer system.

We continue to work with T-Mobile and Sprint on their applications for antenna modifications. There is an issue with T-Mobile and their handrail modification on the Able Street tower that needs to be resolved.

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.



### MEMORANDUM

### September 28, 2015

TO:Mayor and City CouncilFROM:Wanda Brown, Recycling CoordinatorRE:Fall Recycling Day

The Fall Recycling Day will be held on Saturday, October 10, 2015 from 9am-1pm. Residents should have received a postcard about the upcoming event. The postcard lists what we take and the amount that will be charged for items. If residents did not receive a postcard, please stop by City Hall to pick one up.

It would be greatly appreciated if residents would remember to bring their postcard and ID with them.

Thank you.

| Spring Lake Pa<br>Recycle<br>Saturday October 10, 20<br>1301 81s   | r <b>op-off D</b><br>15 Open 9 a                           | ay                          |
|--|--|-----------------------------|
| Event is Rain or Shine. Fe<br>Bring this form to the event, pay  | es apply to som<br>with cash or ch                         | e items.<br>lecks accepted. |
| Qty/Chargeable Qty   | Fee For Each   | Subtotal                    |
| Air Conditioners & Water Softeners   | \$   | 5                           |
| Appliances (first 2 FREE)<br>Stove, refrigerator, dishwasher, oven, washer, dryer, micro<br>hot water heater, dehumidifier, heater and other appliance   | \$ <u>5</u><br>wave,<br>es                                 | \$                          |
| Electronics (first 2 FREE except oversized)<br>• TVs & monitors 15" or smaller, printer,<br>laptop, speaker, DVD player, vacuum, computer tower, sto<br>coffee maker, toaster/oven, small household appliances | \$ <u>10</u><br>ereo,                                      |                             |
| • TVs and monitors 16″-29″   | \$   |                             |
| Oversized TVs, Consoles or     rear projection (larger than 30")   | \$35   | 9<br>                       |
| <ul> <li>Keyboard, mouse, cell phone, hand held games,<br/>circuit boards and small items</li> </ul>   | \$ <u>FREE</u>   | 5 <u>.</u>                  |
| Mattress or Box Spring: (price per piece)  | \$ <u>12</u>   | <u>ç</u>                    |
| Scrap Metal & Bicycles<br>Lawn mower, snow blower, weed whip, generator (please<br>metal fencing, shelving, pipes, gutters, door frames (with  | \$_ <u>FREE</u><br>drain all fluids)<br>out glass) & posts | <u>S0</u>                   |
| Fluorescent Bulbs (pack last)<br>Circular, 4 ft, 8 ft, compact (Limit 10 per household)  | \$ <u>FREE</u>   | \$ <u> </u>                 |
| Batteries<br>Vehicles and rechargeable batteries   | \$ <u>FREE</u>   | <u>5</u> 0                  |
| Paper for Shredding (confidential and secure)  | \$ <u>FREE</u>   | \$ <u> </u> 0               |
| Tires<br>Car, light truck tires, on or off rims<br>Semi truck or skid steer tires  | \$ <u>4</u><br>\$ <u>10</u>                                | <u>\$</u> 0<br>\$0          |
|  | Total Paid   | \$                          |

Must Bring this Form and Photo ID, Thank you.

# CORRESPONDENCE



the connection october • 2015

# VOLUME 22 ISSUE 10



### EVENTS AND UPDATES

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# FROM THE DIVISION MANAGER:

Reflecting on my 37 years in the parks and recreation business, I have to say that the summer of 2015 was on the top of the list for perfect weather. I can't recall as many beautiful sunny days in the 80's, with most of the rain falling during the overnight hours. It was a recipe for an extremely busy summer in our park system. A good benchmark was our campgrounds, with the largest revenues and highest level of reservations for one season – and still counting.

Among the most rewarding aspects of working in this profession is to see so many people outdoors getting a healthy dose of exercise. Whether swimming in the wave pool, biking on a trail, or walking 18 holes at Chomonix Golf Course, every aspect of outdoor recreation has a component of physical or mental "therapy" involved.

Speaking of exercise, the U.S. Surgeon General, Dr. Vivek H. Murthy, recently launched a "National Call to Action on Walking." The Surgeon General's report discusses the health benefits of walking and calls on individuals to make walking a priority in their lives. Fewer than half of all U.S. adults get enough physical activity to reduce their risk of chronic disease, and only a quarter of high school students get the recommended amount. Physical inactivity contributes to heart and lung disease, diabetes, and cancer, which account for 86 percent of our nation's health care costs. Building walking into daily life can reduce disease and save money.

According to the Surgeon General, "We know that an average of 22 minutes a day of physical activity – such as brisk walking – can significantly reduce the risk of heart disease and diabetes. The key is to get started because even a small first effort can make a big difference in improving the personal health of an individual and the public health of the nation." To view an excellent webcast of the Surgeon Generals message, go to https://www.youtube.com/watch?v=5k-j4XtsNqQ.

Exercise is just one of the benefits of public parks, trails, and recreation services. As I have gone through my career, I have seen a steady increase in research studies that point to the community and public benefits of public parks. Parks benefit our communities in so many ways – drawing tourism to the county, reducing youth-related crime, offering good summer jobs to students, and supporting local outdoor retailers. And, natural areas help to support higher property values, which in turn help to sustain the tax base for local services like park facilities and recreation opportunities for families.

I think I'll use my lunch break to take a walk in the beautiful Bunker Hills Regional Park.

I'll see you on the trail.

John VonDeLinde



# FALL CAMPING IN ANOKA COUNTY

Keith and Mary Anderson are wrapping up their first season as Campground Hosts at Bunker Hills Regional Park campground. The regular camping season ended on September 27 but the Andersons have agreed to stay on site until October 18 to assist campers who are eager to "dry camp." During the dry camping season, restrooms will be closed and water will not be available at individual campsites. Portable toilets will be available in each loop. This is an excellent opportunity to provide park visitors a last-minute chance to sit back, relax, and enjoy being surrounded by the changing seasons within a beautiful park setting.

The Anoka County Parks and Recreation Department and the camping community would like to thank Keith and Mary for countless hours they have invested in volunteering. Their dedication makes Bunker Hills campground a welcoming environment in which visitors want to return year after year.

# ANOKA COUNTY RIVERFRONT REGIONAL PARK IMPROVEMENTS

Anoka County is anticipating approximately \$1.8 million in Metro Parks and Trails Legacy funds in the next two years for redevelopment of Riverfront Regional Park in Fridley. The park is located just south of I-694 on East River Road and is home to the Riedel Farmhouse, an 1800s farmhouse that is currently used for special events. Plans for the redevelopment include reconstructing the roadways and parking lots, reconstructing the existing boat launch, improving some of the buildings, and constructing a disc golf course. Design and engineering will occur in 2016, with construction anticipated to occur in 2017.



# **SEASONAL UPKEEP IN THE PARKS**

The Parks Maintenance Unit has been guite busy this September with the annual process of post Labor Day activities. With the peak season in the rearview mirror, and the shoulder season here, much of the work is now focused on seasonal upkeep of pavilions and buildings, continued mowing, and a few larger projects. Pavilion rentals are winding down, just as fall clean-up begins to renew the parks after another busy summer. Many of the pavilions and buildings will get a fresh coat of paint or stain after being exposed to the summer sun. The beaches and camparounds are winding down and with that comes the process of pulling buoys, leveling pads, and starting the water system shutdowns. Much of the turf received the fall application of fertilizer and aeration to restore the grounds after heavy usage by patrons. Like every seasonal change, the great things that happen here wouldn't be possible without the dedicated Parkkeepers and seasonal staff that continually maintain the Parks.

The parks are all beautiful this time of year – get out and enjoy them.





# **RIVERBANK STABILIZATION PROJECTS**

Over the past several weeks, the Natural Resource Unit, along with the Anoka Conservation District (ACD), has been working to repair several areas of riverbank along the Rum River. During the spring of 2014, flooding caused several large areas of erosion at the Cedar Creek Conservation Area (CCCA) and Rum River Central Regional Park. As a result, Anoka County Parks and the ACD applied for and received an Outdoor Heritage Legacy grant to stabilize and restore approximately 450 feet of river along the CCCA shoreline. Most of this work is largely completed but with funds remaining the two agencies are now working to stabilize two remaining areas in Rum River Central Regional Park. Stabilization of these sites is necessary to protect the boat launch and trail facilities within the park. Work on the remaining two eroded areas will be completed this fall.



# WARGO WELCOMES THREE NEW NATURALISTS

Wargo welcomed three new naturalists this summer. Amy Manning, Eric Vehe, and Adam Maxwell have recently joined the naturalist staff at Wargo Nature Center. All three have jumped right in to help with summer day camps and Heritage Lab programs.

Amy comes from the Baker Near Wilderness Settlement and the Children of the Earth Foundation in New York and New Jersey as a Wilderness Survival Instructor. One of Amy's new roles at Wargo will be coordinating the preschool program in collaboration with Forest Lake ECFE. Eric also worked at



Baker Near Wilderness Settlement as well as the Eloise Butler Wildflower Garden and Roseville Park and Recreation. Eric will be handling Wargo's special events and working on new recreation programs. Adam spent last year at Camp Widgiwagan in Ely teaching environmental education. He also spent his summer canoeing the arctic. Adam will be our in-school naturalist at Oneka Elementary and also helping to build Wargo's recreation programs. Wargo is thrilled to have all three naturalists and is looking forward to a great year!

# **17TH ANNUAL ART AT RICE CREEK**

Banfill-Locke Center for the Arts held its 17th annual Art at Rice Creek festival on September 13. The weather was perfect for this day-long celebration of the arts and community. Nearly 1000 visitors attended and enjoyed the performances, activities, art vendors, and the beautiful park. This event is made possible through logistical support from Anoka County Parks and Recreation and a grant from the Metropolitan Regional Arts Commission and State Legacy funds.

The annual member exhibition at Banfill-Locke has opened and runs through October 24. It will feature a diverse array of artwork made by member artists. This fun show has traditionally seen 125+ works of art by more than 80 artists.



# NEW BUSINESS AND SCHOOL RECYCLING GRANT PROGRAM LAUNCHED

Anoka County Recycling & Resource Solutions recently implemented a grant program to help area businesses and schools improve recycling and reduce waste. This program is making grants available to individual businesses and schools to help offset the costs associated with starting new recycling projects. "The grant program is providing the extra incentive that many businesses and schools need to make the decision to improve their recycling," said Jon Klapperich from the Minnesota Waste Wise Foundation. "Anoka County is providing businesses with the tools they need to be compliant with an upcoming state recycling mandate."



To learn more about the recycling assistance available to businesses and schools located in Anoka County, contact the Recycling & Resource Solutions office at 763-323-5730.

# **GREEN LIGHTS RECYCLING CELEBRATES** 20 YEARS



Several Recycling & Resource Solutions staff members attended the twenty-year anniversary celebration of Green Lights Recycling. The celebration offered tours along with an opportunity for people to learn more about recycling services offered. Located in Blaine, Green Lights Recycling (GLR) is a privately owned recycling business that accepts appliances, batteries, carpet, electronics, fluorescent bulbs, mattresses, and tires. GLR started as a fluorescent bulb recycler. As their business grew, customers requested other problem material recycling options be added, including a computer hard drive destroyer. GLR owns the equipment necessary to convert fluorescent bulbs into reusable commodity grade goods. Materials such as glass, aluminum end caps, brass tips, phosphorous powder, and even elemental mercury are reclaimed and sold to make into new products. GLR provides a variety of recycling services to residents, businesses, municipalities, and government entities. They have received many awards for their exemplary recycling operation.



# CHOMONIX READY FOR A LONG FALL

As summer wraps up, Chomonix Golf Course looks forward to a busy fall season. The tree coverage of the course offers golfers spectacular views to go along with the comfortable playing conditions. Coming off the highest revenue producing September in the history of the course, several fall specials will be offered with discounts on greens fees to continue bringing golfers to the course. Course Superintendent Greg Iden and his staff have been aerating greens and making sure that the course is in excellent shape to finish the season. If the weather cooperates, the course will remain open through early November.

# **BUNKER BEACH SUMMER SUMMARY**

The crowds are gone and the pools are empty. Just a few weeks ago Bunker Beach Water Park ended a 94-day season. Over 120,000 guests passed through the gates this summer, making 2015 the most successful year in Bunker Beach's 27-year history.

Here are some fun statistics for the season:

- 2.279 Season Pass Holders
- 112 Cardio Club Members
- 28,399 Ice Cream Cones Sold!
- 80.8°F Average Daily Temperature
- Revenues Exceeded the Annual Target by Over \$57,000



# **EMPLOYEE PROFILES**



Name: Lewis Segl

Position & Department: Recycling Program Assistant, Recycling and Resource Solutions

Length of time in current role: 2 Months

Lewis went to the University of St. Thomas and graduated with a B.A. in Environmental Studies and minors in Spanish and Geography. Since graduation, he has worked in forestry and waste abatement fields. Lewis started work with the City of Shoreview, working on their Emerald Ash Borer program. His experience in environmental work continued with his next job, working for another tree care company, Precision Landscape and Tree.

Lewis most recently worked for Dakota Valley Recycling in Burnsville, working on a variety of projects ranging from composting programs to logistic planning of waste management. In his current role with Anoka County, Lewis participates in the planning and organization of community events to assist with waste reduction and recycling.

In his spare time, Lewis enjoys being outside as much as possible in activities such as kayaking, camping, hiking, exploring with his dog, and working in his vegetable garden. He also likes to play sports such as soccer, hockey, and downhill ice cross events.

### Fun Fact:

Lewis' pets include three snakes, two lizards, and one dog.



Name: Nicole Brown

Position & Department: Communication Specialist, Parks and Recreation

Length of time in current role: 5 Months

Nicole has a Bachelor's of Arts in Graphic Design from Winona State University. After graduating, Nicole obtained a job working for ZooZatZ's, collaborating to design college sports clothing and specializing in mascot beanies. From there she worked for a print based company RR Donnelley. Working specifically on the Target Circular she was in charge of color correcting and layout.

In her current role, Nicole helps with many different advertising and marketing needs of the county. She loves exploring the park systems and sharing with others all that the county has to offer. What a great place to work and live.

In her spare time she loves refinishing furniture, creating artistic pieces and working on projects around her home. Nicole also enjoys photography (trying to capture that perfect moment) because it's another excuse to enjoy the outdoors.

### Fun Fact:

I grew up on a farm just outside of Lanesboro, MN. This led to showing animals in 4-H and winning Grand Champion at the state fair in flower gardening!

# Local planning process ready for kickoff



Planners never seem to stop planning. They are driven by a desire to improve their communities and make processes smoother and more logical.

The Metropolitan Land Planning Act requires that every community in the seven-county metro area prepare and submit, every 10 years, a comprehensive plan to the Metropolitan

FROM THE CHAIR Council. These plans outline each community's plans for future growth and development in response to the Council's regional development quide.

Our staff is currently preparing System Statements, which are individualized for each community in the region. The System Statements explain how *Thrive MSP* 2040 and our system and policy plans affect each community. After receiving their System Statements by the end of September, communities have three years to prepare and complete their local plans.

Many cities have professional staff to do this work and need little help from the Council, but smaller communities often need additional resources. That's where our planners and community development teams come in.

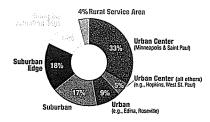
This fall we are unveiling an improved online clearinghouse of guidance, information, and technical assistance for communities who are working to complete their comprehensive plans. The Local Planning Handbook will include a resource library on subjects like transportation, housing, parks, and land use. Simple, plain-language "how to" sections will help local planners and officials understand what is required to be included in their local plans. Staff contact information will connect community planners with personalized technical assistance.

For communities that want to go beyond the requirements, the Handbook will provide additional data, resources, and tools.

Testing on the Handbook has been ongoing for the past six months with the help of focus groups made up of planning staff and local consultants from across the region.

Our staff has developed these resources in response to the needs local planners identified in surveys about the 2008 process and in recent surveys. These resources are meant to make the local planning process as easy as possible.

### Central cities lead growth



Graph shows share of regional population growth between 2010 and 2014, by Thrive MSP 2040 Community Designations.

The seven-county Twin Cities metro region grew by about 130,000 people between April 2010 and April 2014, according to population estimates issued by the Metropolitan Council in July.

Minneapolis and Saint Paul have led the region in population growth since 2010. Both cities now have the highest population they've had since the 1970s. Together, the two cities accounted for 33% of the region's population growth since 2010.

The growing population in the central cities reflects both an increased preference for walkable, amenity-rich neighborhoods and the new residential construction along the METRO Green Line.

But while the central cities led in population growth, growth occurred in a balanced fashion across the region. Urban, Suburban Edge, and Emerging Suburban Edge communities (designations in *Thrive MSP* 2040) all grew at a healthy pace between 2010 and 2014. Visit metrocouncil.org for details.



### Regional housing plan amendment guides local plans

When the 2040 Housing Policy Plan was adopted in December 2014, the Council Indicated It would amend the plan in 2015 to include additional information. The Council approved the amendment in July.

The housing plan is the region's first in nearly 30 years. It provides guidance to local officials as they address housing and housing affordability in their local comprehensive plans.

Council officials say the amendment will help local communities plan by clarifying:

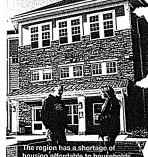
- The need for affordable housing.
- What communities must include in the housing element of local comprehensive plans.
- How the Council will review the housing element.

"The Council developed the language in this amendment in partnership with working groups made up of city and county staff, elected officials, developers, and housing advocates," said Libby Starling, the Council's Manager of Regional Policy and Research.

"These are people who well understand the kind of guidance that would be helpful to local planners, and appreciate the need for and challenges of creating housing opportunities for people of all incomes and life stages," Starling said.

The plan amendment includes the Affordable Housing Need for the region overall in the 2021-2030 decade, and the allocation of affordable housing need for each metro area community.

Starling says information about housing need will be included in System Statements that metro area communities will receive from the Council in September. The System Statements will inform local planning and launch the local planning process, so that local and regional plans are consistent.



housing affordable to households with low and moderate incomes. Pictured here is workforce housing in Forest Lake.

### Regional Solicitation process yields good results

trails or sidewalks

Local officials had high praise for the process that netted \$177 million in local transportation projects slated for construction throughout the region in 2017-2019.

The region's Transportation Advisory Board (TAB) selected, in a competitive process called the Regional Solicitation, a host of transportation projects from across the region. The TAB placed the projects into the 2016-2019 Transportation Improvement Program (TIP) to receive federal funding, and adopted the TIP in August.

Projects selected include local highway, transit, bikeway, pedestrian enhancements, and air quality improvement projects in the metro area that local units of government submitted for funding consideration. They will leverage an additional \$132 million in local matching funds. "The projects selected were not only a balanced approach regionally, but also addressed meaningful transportation infrastructure needs for the region," said Carver County Commissioner Randy Maluchnik.

The 51 projects selected include investment in all seven counties in the region, in 40 different cities and townships. Many of the projects include multimodal elements, such as

The next full Regional Solicitation will take place in the spring of 2016 for projects seeking funding for 2020-21. A small solicitation for travel demand management projects is open until Sept. 11.



### Housing near transit: a winning combination

In 2010, it was a vision. Five years later, Lake Street Station Apartments is not only reality; for many seniors it is home.

Located near the Blue Line in Minneapolis, the complex includes 64 affordable apartments for senior residents. Just steps away from transit, shopping, restaurants, and the nearby YWCA, it's a gateway to a wide range of activities and opportunities.

"It's really exciting to see investment happening all along the rail corridors," said Metropolitan Council Member Cara Letofsky, Minneapolis, at a July grand opening and ribbon-cutting event.

"Lake Street Station Apartments gives residents access to transportation, amenities, entertainment, and services," Letofsky said. "It ensures mobility and independence and provides quality housing that's affordable. Bottom line, this development contributes not only to the quality of life and well being of the residents who live here, but serve the interests of the community and region as well."

In 2010, the Council awarded the City of Minneapolis over \$1 million in Livable Communities funds for various elements of the development. Wellington Management took it from there, building the \$12 million complex on the small Hi-Lake Triangle near the Lake Street Midtown Station, incorporating features like a covered pathway to the station platform, and a stormwater system that doubles as a water feature.

"This particular project was fairly complicated in terms of financing and land assembly," said Steve Wellington. "The concept behind it, however, is pretty simple; connect the places where people live with the places they want to go. It's cost effective, desirable, and marketable."

Council officials say the benefits of the development are many, helping to achieve regional goals of affordable housing, enhancing community and livability, and promoting prosperity and vitality.





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Regional Solicitation process yields good results 51 projects invest in all seven counties and 40 municipalities.

Regional housing plan guides local plans Amendment clarifies what's required in housing element of local plans.

Local comprehensive planning process ready for kickoff Council to issue System Statements, roll out Local Planning Handbook.

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### NEWS BRIEFS

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Municipal consent under way for revised Southwest LRT project. After making \$250 million in project scope reductions recommended by communities along the planned Southwest LRT line in early July, the Council approved reinitiating the municipal consent process. The Council, Hennepin County, and the Hennepin County Regional Railroad Authority held a public hearing on the revised project plans in late August. Each of the five cities along the line will set their own hearing dates. The process must be completed by Oct. 11.

Demonstration project connects workers to jobs. The Council, in partnership with Ramsey County and the Metropolitan Airports Commission, planned to launch a demonstration transit program in late August. The goal is to get disadvantaged workers to jobs at Minneapolis-Saint Paul International Airport between 2 a.m. and 6 a.m. when transit options are extremely limited. The Council will use Transit Link vans to pick up workers at select locations on the East Side of Saint Paul and deliver them to the airport where workers are needed by airport vendors.

More than 1 million rides. Both the METRO Blue and Green Lines had more than 1 million riders during the month of July. Ridership on all Metro Transit modes – local and express buses, Northstar and light rail – is up nearly 5% compared to the first seven months of 2014.

Metropolitan Council Chair: Adam Duininck. Members: Katie Rodriguez (District 1); Lona Schreiber (2); Jennifer Munt (3); Deb Barber (4); Steve Eikins (5); Gail Dorfman (6); Gary L. Cunningham (7); Cara Letofsky (8); Edward Reynoso (9); Marie McCarthy (10); Sandy Rummel (11); Hary Melander (12); Richard Kramer (13); Jon Commers (14); Steven T. Chávez (15); Wendy Wulff (16).

Regional Administrator: Wes Kooistra Editor: Jeane Landkamer General Offices: 651-602-1000 | (651-291-0904 TTY) 390 N. Robert SL | SL Paul, MN 55101 e-mail: public.infoemet.state.mn.us Web site: metrocouncil.org

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### Council makes grants for stormwater reuse

The Metropolitan Council recently approved two grants for innovative best management practices to improve water quality in local watersheds.

The projects in Waconia and at the Minnesota Zoo are the latest examples of the Council's commitment to find solutions to reduce stormwater runoff and improve surface water quality.

Both projects will be visible and include a public education component, said Judy Sventek, manager of Water Resources Assessment at the Council. The projects also were rated highly for being innovative and widely replicable by others.

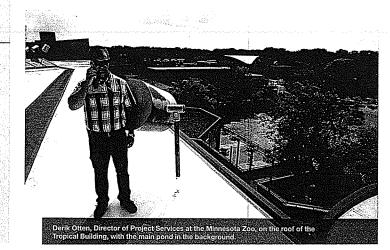
The Council awarded \$400,000 for a project in Waconia that will capture untreated stormwater and reuse it to irrigate ball fields within a city-owned park. The project will conserve the potable water that would otherwise be used on the fields. It will also create a local stormwater reuse utility network that allows nearby private landowners to tap into the reuse system.

The Council awarded \$350,000 to the Vermillion River Watershed Joint Powers Organization to address local flooding and surface water runoff problems at the Minnesota Zoo in Dakota County. Heavy rains in recent years have caused flooding at the main pond in the center of the zoo, closing trails and impacting exhibits.

One project being considered is collecting water from the roof of the massive Tropical Building (adjacent to the main pond) and reusing it to water plant exhibits inside the building.

Approval of a third grant to the City of Hugo for stormwater reuse to irrigate a park was expected in late August.

Work on all projects is scheduled for completion in 2016





Council goes to bat for veterans

The Metropolitan Council has a winning record when it

First public-sector organization to earn status as a Yellow Ribbon Company in 2008-2009.

Provides free bus and light rail transportation to

Gives preference points to veterans in hining process. Currently employs 300 self-disclosed veterans. Administers 103 housing vouchers as part of a program to house and provide support services to homeless, low-income, disabled veterans and

Actively recruits at veterans career fairs, veterans networking groups, "Stand Downs," and in other

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their families.

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comes to hiring and serving veterans.

SEPTEMBER - OCTOBER 2015



## August 2015 Activity Report

**Administration** Normal! What is normal? Well, this August seemed like a "normal" month – the budget moved along in the

process, we continued working on the succession plan, I attended Fire Rescue International Conference in Atlanta for a week and our operation did not cease to exist, and we worked on implementation of the SAFER Grant. Additionally, the membership voted to migrate our pension plan to the state operation plan so spent some time on that.

The biggest news on the budget front was the City of Blaine held a workshop retreat to spend more time on the police, fire and public works budget. Command staff spent some time refining the presentation from last June, which appeared to be well received by the council. There were a few questions and some good discussion. The next step is for each of the councils to adopt their preliminary levies this coming September.

I/we completed the draft job posting for the chiefs position, timeline, and supporting documentation. The Board reviewed the draft which has now been sent onto the Cities for their input. After receiving their input it will go back to the board for final adoption at their October meeting with the actual posting due out on or about November 1.

After a two year journey, including a stop at the Legislature to change the law, the crew voted 45 to 2 to migrate our plan to the state-wide volunteer pension plan. It will take the remainder of the year to facilitate the transition with a goal of January 1, 2016 as the official turnover date.

I completed by fourth year on the International Fire Chiefs Board which met as part of the Annual Fire Rescue International Conference. From Sunday afternoon at 3:00 pm until Friday about the same time it was back to back board meetings, board gatherings, vendor meetings, or committee tasks. Friday afternoon and Saturday morning were free for class sessions and the exhibit hall.

Several "announcements" were made during the week which is typical for this type of show; the First Net nationwide public safety broadband system will be going out for bid later this year, 3.5 years after being authorized by congress. Pierce Manufacturing introduced their single axle 107' ladder truck – the first single axle aerial device over 100'; and ATT announced their plans to engage in the public safety communication market via a combination smart phone/radio device.

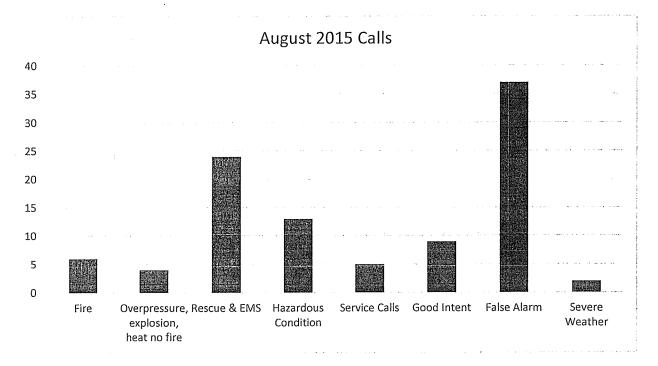
**Personnel** Lots of personnel issues, the saddest being the passing of Lynda Vacco, mechanic Vacco's wife. The department had a tremendous showing at both the wake and funeral and continues to support the Vacco family in every way we can.

We also lost our Deputy Chief, Harlan Lundstrom, to Centennial Fire this month where he is now Centennial Chief 1. We will be having a celebration of his contributions on Monday October 5, from 5 to 7 pm at Station Three before drill.

Our new recruits, minus one who moved out of the area are doing very well in the academy. We posted, interviewed and hired four members to fill the SAFER Grant positions; Mathew Grantz from Station One, Mathias Gosch from Station Two, and Steve Smith and Anton Wicklander both of whom are from Station Four. All of them will begin work on September 8, except Anton who used that tired old worn out excuse of getting married and being on his honeymoon!

With Chief Lundstrom's departure we are playing musical offices as Chief Forster has relocated to his office at Station One, Chief Martin quickly filled the void at Station Three in Chief Forster's office and Sim Developer Martin rearranged and redecorated the training office now that he "owns" the place. Fire Life Safety Educator Becky Booker has requested and received a one month leave.

Ran into retired Captain Vito at the Mounds View Festival Car Show, he looked and was doing well. In closing, just have to share I finally met another Nyle, turns out he lives right here in Mounds View and we have been sitting near each other in church for the past 10 years (he is 80). He has never met another Nyle in his journey of life either. He reached out to me at the Laddie Lake Inn (formerly Nicklows) where we were both having lunch the other day. What are the chances!



### **Serious and Unusual**

### August Calls:

August was a little less busy than it had been the past few months with 100 total calls and only 3 of them were structure fires. Two of the three fires we had were caused by unattended cooking and smoking, the leading causes of fires. Watch what you cook and properly discard smoking materials!

### Storms:

August brought a few storms and with them a couple of busy nights. We had calls ranging from powerlines down to smoking outlets presumably from a close lightning strike. Some calls were for the residents peace of mind while other needed extensive electrical work.

Employees at Achieve and Blaine City Hall were trained how to use fire extinguishers. We made contact with 23 homes during a canvassing event on August 12. One home was found with no working smoke alarms.

There were 12 homes surveys scheduled in August and 7 completed. CO alarms were installed in five of the homes as part of the survey

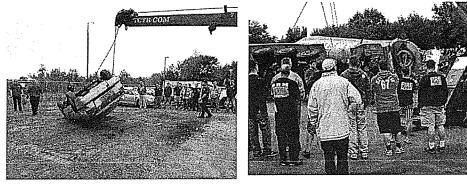
13 car seats were checked for proper installation. There was a 60% misuse rate.

Personnel: Bob Reif has joined SBM as an educator and will be focusing on schools. Ashley Krepsky is back from her leave of absence. She was in Washington for a year. Ashley is coordinating the open houses this year.

**Training** The month of training began with medical training, the topic was Trauma. Jennifer, with Allina, led the crews through skills that included patient assessment, tourniquet application, dressing wounds and CPR.

The next two weeks were designated for crew to complete the third and final required proficiency SCBA and hose management. This proficiency allows for members to demonstrate the ability to don PPE and SCBA within the NFPA guidelines. Included in this proficiency is the deployment and use of hose line.

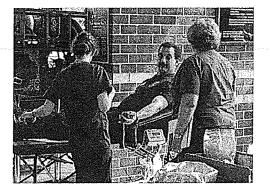
The last Drill of this month was large tow operations this training was held and led by a local tow company, Twin Cities Tow & Recovery.



Additional Training; Station Four covered pumping One Drive Sim session was held Day Crew covered High Angle Rescue

Battle of the Badges Blood Drive





### **Detectors:**

Fourty of the calls we responded to in August started as alarm calls with no sign of smoke or fire. Carbon Monoxide (CO) and Smoke alarms all have batteries even if they are plugged in or hard wired. Often time those batteries go dead causing an alarm. Of the 40 alarm calls, 3 of them were actual CO issues! The remaining alarms which were 9 CO alarms, 16 smoke detectors and 12 general alarms were caused by bad batteries or old/defective alarms. Smoke detectors are generally good for 10 years while CO detectors are good for 6 years.

### **Community Risk Reduction**

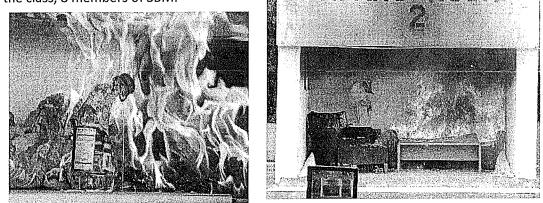
### Code Enforcement:

Blaine inspectors conducted 75 fire inspections in August, 14 which were follow-up inspections. There were 191 housing inspections completed and 43 permit inspections.

**Fire Corps** has provided assistance with photos, assisted with drill, rehabilitation, and investigation. Some of the other activities include the following: Friends and Family CPR, Assistance with Night to Unite mapping and visiting block parties, Battle of the Badge Blood Drive, Feed the 5000 Food Drive, state fair prevention day, assistance with fire extinguisher training, stuffing safety bags, assistance with picking up and dropping off equipment for events, apartment program assistance, the grass was cut and weeds were removed from Station Three. Mechanic Vacco utilized a Fire Corps member to assist with parts pick up, vehicle shuffling, and work order filing.

Incident Command was the training topic for the group. Captain Chad Martin out of Station One shared how the command structure works on scene.

**Investigations:** Tony Scavo worked with Grinnell Mutual to coordinate and conduct basic investigation training with live fire demonstrations using five different burn cells on August 19. There were 75 people registered for the class, 8 members of SBM.



A fire on 8/18 on Greenfield was a result of falling asleep while cooking. ALWAYS attend to cooking! When you COOK, STAY and LOOK.

**Public Fire and Life Safety Education:** Every station was out on Night to Unite August 4. Over 100 block parties were visited. There was an apartment program held on August 11 at Cloverleaf, 38 residents took part in the event along with Allina.