

CITY OF SPRING LAKE PARK  
1301 81ST AVENUE N.E.  
AGENDA  
JULY 6, 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 – June 15, 2015
  - B. Statement of Fund Balance – May 2015
  - C. Contractor's Licenses
  - D. Sign Permits
  - E. Contractor Payment #1 – 2015 Sealcoat Project
  - F. Contractor Payment #8 – 2014-2015 Street Improvement Project
  - G. Correspondence
6. DISCUSSION FROM THE FLOOR
7. PUBLIC WORKS REPORT
8. CODE ENFORCEMENT REPORT
9. ORDINANCES AND RESOLUTIONS:
  - A. Resolution for Hearing on Proposed Assessment for 81<sup>st</sup> Avenue NE between Able Street NE and University Avenue NE
  - B. Resolution for Hearing on Proposed Assessment for Arthur Street between 81<sup>st</sup> Avenue NE and Anoka CSAH 35
  - C. Resolution for Hearing on Proposed Assessment for East Trunk Highway 65 Service Road between Osborne Road and a Point Approximately 800 Feet North of Osborne Road NE
10. NEW BUSINESS:
  - A. Special Event Permit for Convoy of Hope Minneapolis – August 1, 2015
  - B. City Hall Facility Use Policy
  - C. Approve Agreement for Purchase of Wetland Credits for CSAH 35 Turn Lane Project
  - D. Appoint Student Member to Planning and Zoning Commission
11. ENGINEER'S REPORT
12. ATTORNEY'S REPORT
13. REPORTS
14. OTHER:
  - A. Motion to Close Meeting to Review Settlement Proposal for Arbitration (Pending Litigation)
15. ADJOURN

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

## 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

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.

## OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council was held on June 15, 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, Wendling and Mayor Hansen

Members Absent: Councilmember Nelson and Nash

Staff Present: Police Chief Ebeltoft; Public Works Director Randall; Attorney Carson; Engineer Gravel; Parks and Recreation Director Rygwall; Administrator Buchholtz and Executive Assistant Gooden

Visitors: Ken and Nancy Goldman, Coon Rapids, MN  
Thomas Pho, Spring Lake Park, MN

### 3. Pledge of Allegiance

### 4. Additions or Corrections to Agenda

Administrator Buchholtz requested that a new item entitled "Public Right of Way Application – CenterPoint Energy" be added as Item 5. I.

### 5. Consent Agenda:

Mayor Hansen reviewed the following Consent Agenda items:

- A. Approval of Minutes – May 4, 2015
- B. Disbursements
  - 1. General Fund Disbursement Claim No. 15-09 -- \$304,334.81
  - 2. Liquor Fund Disbursement Claim No. 15-10 -- \$176,355.99
- C. Budget to Date - May 31, 2015
- D. Contractors Request for Payment No. 7 –Valley Paving
- E. Second Quarter Billing for Payable 2017 Assessment – Ken Tolzmann
- F. Contractor's Licenses
- G. Business Licenses
- H. Correspondence
- I. Public Right of Way Application – CenterPoint Energy

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

### 6. Discussion From The Floor – None

7. PresentationsA. Resolution of Appreciation – Ken and Nancy Goldman

Mayor Hansen presented a Resolution of Appreciation to Ken and Nancy Goldman expressing the gratitude of the members of the City Council, the National Child Safety Council and the Spring Lake Park Police Department for their generous support of the National Child Safety Council and the Spring Lake Park Police Department to educate our youth on a variety of topics such as bicycle safety, bullying, crime prevention, and the effects of drugs.

B. Resolution of Commendation – Thomas Pho

Mayor Hansen presented a Resolution of Commendation to Student Thomas Pho expressing the gratitude of the members of the City Council, the Planning and Zoning Commission and the Citizens of Spring Lake Park for his service on the Planning and Zoning Commission.

8. Police Report

Police Chief Ebeltoft reviewed the May 2015 department statistics.

Chief Ebeltoft stated that the Police Department responded to four hundred and thirty-two calls for service in 2015 compared to four hundred and fifty calls for service in May 2014. He stated that the Police Department issued one hundred and twenty-nine citations in May compared to two hundred and forty-nine citations in May 2014.

Chief Ebeltoft reported in addition to addressing the day to day operations of the Department he attended numerous meetings including: a Department Head meeting; a webinar regarding “Taser, International” and potential new services and products; a meeting with AT&T representative researching cellular phone opportunities for the City; a City Council workshop session; orchestrating and conducting interview process for part time Police Receptionist and completed Chief’s Interview with top Part-time Police Receptionist candidate; a meeting with several police agencies regarding the “Anoka County Firing Range Use Agreement” and concerns with agreement; the Anoka County Chiefs of Police monthly meeting; orchestrating and conducting a meeting and training for all Spring Lake Park Officers regarding the implementation of the Traffic Education Program; a meeting with Mike Wolfram of “Range Systems” to obtain an updated quote for potential renovation of the Spring Lake Park Gun Range in the future; a meeting of the Executive Training Institute “Training Committee” to conclude his year as the “Chair” of this committee and review evaluations from the 2015 Training Institute and began planning the 2016 Executive Training Institute.

9. Parks and Recreation Report

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

Ms. Rygwall stated that the Parks and Recreation Commission met and reviewed the usage of the softball playing fields and the usage of the fields before replacement will be necessary.

Ms. Rygwall reported the Parks and Recreation Department received two generous plant donations for the parks. She stated that the summer Public Works staff has been busy planting the flowers around the parks. She encouraged any residents who have a surplus of perennial plants to contact the department for a donation of them to be planted in the parks.



Ms. Rygwall reported that staff has been busy preparing for Tower Days and finalizing plans. She reported that the extended trip to Cape Cod and New York was a success.

#### 10. Ordinances and Resolutions

##### A. Ordinance 416 Interim Ordinance on Open Sales Lots

Administrator Buchholtz reported that at the May 11, 2015 workshop, the City Council expressed interest in expanding the existing development moratorium to include open sales lots within the City of Spring Lake Park. He stated the purpose of the ordinance would allow the City time to address open sales lots within its zoning ordinance update.

Councilmember Mason inquired if the addition of Ordinance 416 would be included to the existing moratorium. Administrator Buchholtz answered affirmatively and stated that in addition no new applications for Special Use Permits for new car lots or expansion to existing car lots would be accepted.

MOTION BY MAYOR HANSEN TO APPROVE ORDINANCE 416 INTERIM ORDINANCE ON OPEN SALES LOTS. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

#### 11. New Business

##### A. Resolution 15-11 Declaring Cost to be Assessed and Ordering Preparation of Proposed Assessment

Administrator Buchholtz reported that the portion of the 2014-2015 Street Improvement Project scheduled for 2015 is nearly complete and staff has begun the process of preparing the assessment roll for these projects.

Administrator Buchholtz stated that the proposed resolution outlines the portion of the 2015 projects to be assessed against benefited property owners, the length of the assessment, when the first assessment is due and the interest rate. He stated the resolution also directs the City Administrator and the City Engineer to develop an assessment roll for public inspection.

Administrator Buchholtz reported that after adoption of the resolution and upon completion of the assessment roll staff will present the City Council with a resolution calling for a public hearing on the proposed assessment roll. He stated that staff anticipates the public hearing to be held during the August 17, 2015 City Council meeting.

MOTION BY MAYOR HANSEN TO APPROVE RESOLUTION 15-11 DECLARING COST TO BE ASSESSED AND ORDERING PREPARATION OF PROPOSED ASSESSMENT. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

##### B. Approve Quote for City Hall Window Replacement

Administrator Buchholtz reported that the City Hall windows are 38 years old and the windows in the Police Department addition are 20 years old. He stated that the vast majority of the 38-year old windows are rotten, drafty and no longer open and they all need to be replaced with new, energy efficient windows.

Administrator Buchholtz reported that Building Official Brainard was tasked with soliciting quotes from vendors for the window replacement. Administrator Buchholtz reported that Mr. Brainard received four quotes from three vendors. He stated that while the type of window bid is different, they all meet a common specification. He also stated that during the quote process, Building Official Brainard also explored the cost of adding a window into the Investigator's office however, with funding for the window replacement coming from a supplemental appropriation, staff has decided not add any new windows to City Hall.

Administrator Buchholtz presented the following cost breakdown from the four quotes:

| <b>Company Name</b>              | <b>Type of Window</b> | <b>Total Replacement Cost</b> | <b>Replacement Cost with New PD Window</b> |
|----------------------------------|-----------------------|-------------------------------|--|
| Beissel Window & Siding          | Marvin Integrity      | \$29,753                      | \$31,787                                   |
| Beissel Window & Siding          | Vista Panorama        | \$22,347                      | \$24,129                                   |
| Capital Siding, Windows & Const. | Thermo-Tech           | \$21,526                      | \$27,666                                   |
| Window Outfitters, Inc.          | Lindsay Pinnacle      | \$31,133                      | N/A  |

Administrator Buchholtz stated that staff recommends the Council awards the quote to Capital Siding, Windows and Construction in the amount of \$21,526. He stated the quote includes a seven-year labor/installation warranty and Thermo-Tech's standard Limited Lifetime Warranty on the window itself. He reported that there is \$30,000 in the Government Building Capital Outlay budget for the project.

Councilmember Mason inquired if the recommended quote includes the new window in the Police Department and if there is existing window. Administrator Buchholtz stated that the quote is only for replacement of existing windows that are in place now and that there is not a currently a window in the Police Department office where the window was alternatively quoted for. He stated that if in the future, renovation of the existing building takes place a window could possibly be added at that time.

Councilmember Mason inquired where the funds are coming from. Administrator Buchholtz reported that there is excess revenue from building permits issued this year to date.

**MOTION MADE BY COUNCILMEMBER MASON TO APPROVE WINDOW REPLACEMENT QUOTE OF \$21,526. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.**

#### C. Set 2016 Budget Workshop Dates

Administrator Buchholtz reported that staff is preparing to begin work on the 2016 budget. He stated that part of the budget process is the presentation of the Administrator's budget proposal to the City Council.

He stated that staff is requesting the City Council reserve the following dates for budget workshops: August 10, 2015 at 6:30 PM and August 31, 2015 at 6:30 PM (if needed). He stated that the workshops will be held in the Council Chambers at Spring Lake Park City Hall.

10. Engineer's Report

Engineer Gravel reported that pavement markings have been placed on 81<sup>st</sup> Avenue and the bituminous base has been placed on TH65 service drive. He reported that the CSAH 35 preliminary plans are being revised based on comments received from Anoka County and the wetland permitting has started.

11. Attorney's Report – None12. Beyond the Yellow Ribbon Report - None13. Other

Mayor Hansen read letters of appreciation received from the public regarding the professionalism and hard work of the Spring Lake Park Police Department.

A. Administrator Reports

Administrator Buchholtz expressed his appreciation towards the Parks and Recreation Department, the Tower Days Committee and Parks and Recreation Director Rygwall for their hard work and dedication for a successful Tower Days celebration.

Administrator Buchholtz reported that Fire Chief Zikmund has extended an invitation to the City Council to tour Fire Station Number 1 on July 13, 2015, to meet the volunteers and see the equipment of the station. Mayor Hansen stated that she is not available on the proposed date but encouraged the other Council Members to attend.

Administrator Buchholtz stated that he will be out of town from July 3 through July 15, 2015 and will not be in attendance at the July 6, 2015 Council meeting. He stated that will be available by cell phone and will have access to email.

14. Adjourn

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

The meeting was adjourned at 7:40 P.M.

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Cindy Hansen, Mayor

Attest:

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Daniel R. Buchholtz, Administrator, Clerk/Treasurer



CITY OF SPRING LAKE PARK  
STATEMENT OF FUND BALANCE  
MAY 2015

| <b><u>FUND</u></b>                   | <b><u>DESCRIPTION</u></b>                   | <b><u>BALANCE</u></b>  |
|--------------------------------------|---|------------------------|
| 101                                  | GENERAL                                     | \$ 422,039.58          |
| 102                                  | ELECTIONS                                   | \$ 46,850.43           |
| 103                                  | POLICE RESERVES                             | \$ 1,835.49            |
| 104                                  | NORTH CENTRAL SUBURBAN CABLE                | \$ 4,344.76            |
| 108                                  | POLICE FORFEITURES                          | \$ 13,560.58           |
| 112                                  | ESCROW TRUST                                | \$ 116,495.96          |
| <b><u>SPECIAL REVENUE FUNDS</u></b>  |   |                        |
| 224                                  | SMALL EQUIPMENT REPLACEMENT                 | \$ 19,534.46           |
| 225                                  | PARK ACQUISITION & IMPROVEMENTS             | \$ 223,012.12          |
| 226                                  | PARK EQUIPMENT & IMPROVEMENTS               | \$ 5,062.39            |
| 227                                  | HRA EXCESS                                  | \$ 81,659.91           |
| 229                                  | SANBURNOL PARK IMPROVEMENTS                 | \$ 6,513.47            |
| 230                                  | RECYCLING                                   | \$ 45,673.34           |
| 234                                  | STREET LIGHTING                             | \$ 29,369.21           |
| 235                                  | RIGHT-OF-WAY MAINTENANCE                    | \$ 15,946.03           |
| 237                                  | PARK & RECREATION SPECIAL PROJECTS          | \$ 16,764.93           |
| 238                                  | GRANTS & SPECIAL PROJECTS                   | \$ 1,764.75            |
| 240                                  | TOWER DAYS                                  | \$ 7,773.64            |
| 243                                  | PUBLIC SAFETY RADIO REPLACEMENT             | \$ 25,685.17           |
| 244                                  | RECREATION PROGRAMS                         | \$ 350,669.66          |
| 248                                  | TRAFFIC EDUCATION                           | \$ 5,893.96            |
| <b><u>DEBT SERVICE FUNDS</u></b>     |   |                        |
| 329                                  | 2013A EQUIPMENT CERTIFICATE-DEBT SERVICE    | \$ 7,580.29            |
| 330                                  | 2014A G.O. IMPRV-DEBT SERVICE (2014-15 STR) | \$ 387,539.05          |
| 384                                  | 2005A FIRE DEPARTMENT-DEBT SERVICE          | \$ (1,324.25)          |
| <b><u>CAPITAL PROJECTS FUNDS</u></b> |   |                        |
| 400                                  | REVOLVING CONSTRUCTION                      | \$ 654,931.86          |
| 402                                  | MSA MAINTENANCE                             | \$ 37,245.61           |
| 403                                  | CAPITAL REPLACEMENT                         | \$ 429,793.68          |
| 407                                  | SEALCOATING                                 | \$ 148,789.14          |
| 410                                  | LAKESIDE/LIONS PARK IMPROVEMENT             | \$ 6,500.57            |
| 416                                  | BUILDING MAINTENANCE & RENEWAL              | \$ 92,355.29           |
| 421                                  | 81ST AVE REHAB-MSA                          | \$ (97,435.08)         |
| 425                                  | STORM SEWER REHAB                           | \$ 54,937.89           |
| 427                                  | ABLE ST & TERRACE RD IMPROVEMENTS           | \$ (108,801.12)        |
| 428                                  | PUBLIC WORKS BUILDING                       | \$ 2,127.63            |
| 429                                  | 2013 EQUIPMENT CERTIFICATE                  | \$ 141,921.56          |
| 430                                  | 2014-2015 ST IMPRV PRJ                      | \$ 1,436,988.10        |
| <b><u>ENTERPRISE FUNDS</u></b>       |   |                        |
| 600                                  | PUBLIC UTILITY RENEWAL & REPLACEMENT        | \$ 2,370,095.69        |
| 601                                  | PUBLIC UTILITY OPERATIONS                   | \$ 1,517,445.59        |
| 602                                  | WATER TREATMENT PLANT                       | \$ 323,553.07          |
| 609                                  | MUNICIPAL LIQUOR                            | \$ 99,846.28           |
| 610                                  | ON-SALE NOTE PROCEEDS                       | \$ 581,558.72          |
| <b><u>INTERNAL SERVICE FUNDS</u></b> |   |                        |
| 700                                  | SEVERANCE                                   | \$ (46,946.38)         |
| <b>GRAND TOTAL</b>                   |   | <b>\$ 9,479,153.03</b> |



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

Contractors Licenses

July 6, 2015

General Contractor

Amana Construction

Biorn Construction, Inc.

Stanley & Wencil, LLC.

Mechanical Contractor

Airic's Heating, LLC

Dependable Heating and Cooling, Inc.

DNA Heating & Cooling

Metro Gas Installers

Precision Heating & Cooling, Inc.

Plumbing Contractor

Cedar Plumbing

Larson Plumbing

Terry Overacker Plumbing, Inc.

Roofing Contractor

Central Roofing Company

Sign Contractor

Install This Sign & Awning, Co.

Spectrum Sign System, Inc.





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

Sign Permits

July 6, 2015

Bryan's Auto Repair

892 County Highway 10

Asia Market

8179 University Avenue

Auto Glass Professionals

1152 County Highway 10

Central Park Liquor

8101 Hwy 65 NE

CITY OF SPRING LAKE PARK  
1301 81<sup>ST</sup> AVENUE N E  
SPRING LAKE PARK, MN 55432

SIGN PERMIT APPLICATION

DATE: 6-10-2015  
NAME OF APPLICANT: Spectrum Sign Systems, Inc. / Mary Ferraro  
ADDRESS OF APPLICANT: 9278 Isanti Street NE, Blaine, MN 55449  
TELEPHONE NUMBER OF APPLICANT: (763) 432-7447

NAME OF BUSINESS AND LOCATION of building structure, or lot to which or upon which the sign is  
to be attached or erected Bryan's Auto Repair -  
892 County Road 10  
New Construction: \_\_\_\_\_ Remodel: X Word Change Only: \_\_\_\_\_

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

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

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

Name of person, firm or corporation erecting the structure: Spectrum Sign Systems

Address: 9278 Isanti Street NE, Blaine, MN, 55449

Is an Electrical Permit required? NO

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

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

Mary Ferraro  
SIGNATURE OF APPLICANT

FOR OFFICE USE ONLY:\*\*\*\*\*

FEE: \$325 RECEIPT NUMBER: \_\_\_\_\_

DATE OF APPROVAL: \_\_\_\_\_ DATE OF ISSUE: \_\_\_\_\_

REASON FOR DENIAL: \_\_\_\_\_

ADDITIONAL REQUIREMENTS FOR SIGN PERMIT:

SQUARE FOOTAGE OF FRONT OF BUILDING:  $18' \times 160' = 2880 \text{ sq. ft.}$

SQUARE FOOTAGE OF ALL EXISTING SIGNS:  $355 \text{ sq. ft.}$

SQUARE FOOTAGE OF PROPOSED SIGN OR SIGNS:  $165 \text{ sq. ft. (pylon)}$

INCLUDE A DRAWING SHOWING LOCATION AND MESSAGE ON SIGN.

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

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

DRAWING:

Please See Attached

Precision Tune

pylon  $28 \times 2 = 56 \text{ sq. ft.}$   
 $41 \times 2 = 82 \text{ sq. ft.}$   

---

 $138 \text{ sq. ft.}$

East side

67 sq. ft.

North

150 sq. ft.

proposed

32 sq. ft. - \$60.00

38 sq. ft. - \$60.00

pylon 82.5 + 60 + \$42.50 = \$102.50 x 2 = \$205

864 sq. ft. - 30%  
355 sq. ft. - Existing  
165 sq. ft. - proposed  

---

344 sq. ft. Remaining

## Mary Ferraro

---

**Subject:** FW: 892 County Road 10

**From:** Dewey Johnson [mailto:deweyjohnson@sdcequity.com]

**Sent:** Thursday, June 11, 2015 11:57 AM

**To:** Mary Ferraro

**Subject:** Re: 892 County Road 10

Hi Mary - Yes, we have reviewed the signing for Bryan's and it is approved by ownership. Thank you. Dewey Johnson - BBD Associates LLC. I'm one of the owners and also property manager. Looks good, Mary. Please proceed.

Dewey Johnson

SDC Equity Parters, LLC  
City West Financial Center  
6500 City West Pkwy, Suite 315  
Eden Prairie, MN 55344

(952) 941-0663

On Jun 11, 2015, at 11:43 AM, Mary Ferraro <[Mary@spectrum-signs.com](mailto:Mary@spectrum-signs.com)> wrote:

Hello Dewey,

I am writing to verify approval for the signage at the above address for Bryan's Auto Repair. Please confirm your approval as building owner / representative.

Thank you.

Sincerely,

Mary Ferraro | Office Manager

**Spectrum Sign Systems, Inc.**  
9278 Isanti Street NE  
Blaine, MN 55449  
Office: 763-432-7447 | Fax: 763-208-9159

[www.spectrum-signs.com](http://www.spectrum-signs.com)

<image001.gif>



<image003.gif>

327

### 3 Beck's Quality Auto Repair

15-01654

8'-1 1/4" Cabinet

97"



9278 Iantl St. NE  
Blaine, MN 55449  
763.432.7447 OFFICE  
763.205.9159 FAX  
www.spectrum-signs.com

#### CLIENT INFORMATION

Beck Automotive  
Attn: Bryan Beck  
892 County Rd 10 NE  
Spring Lake Park, MN 55434

PHONE  
763-205-3995

JOB SITE  
892 County Rd 10 NE  
Spring Lake Park, MN 55434

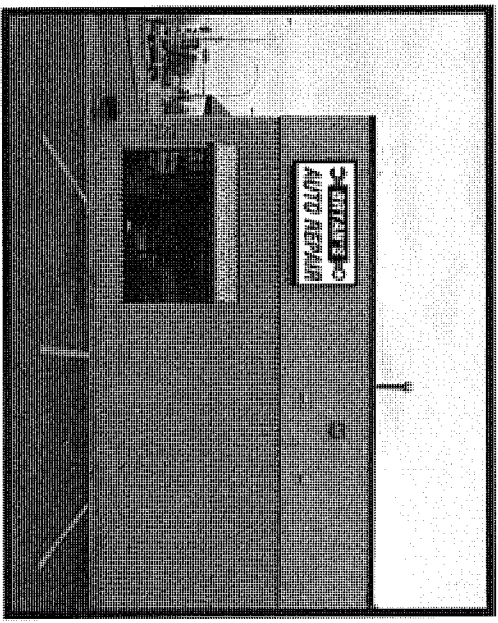
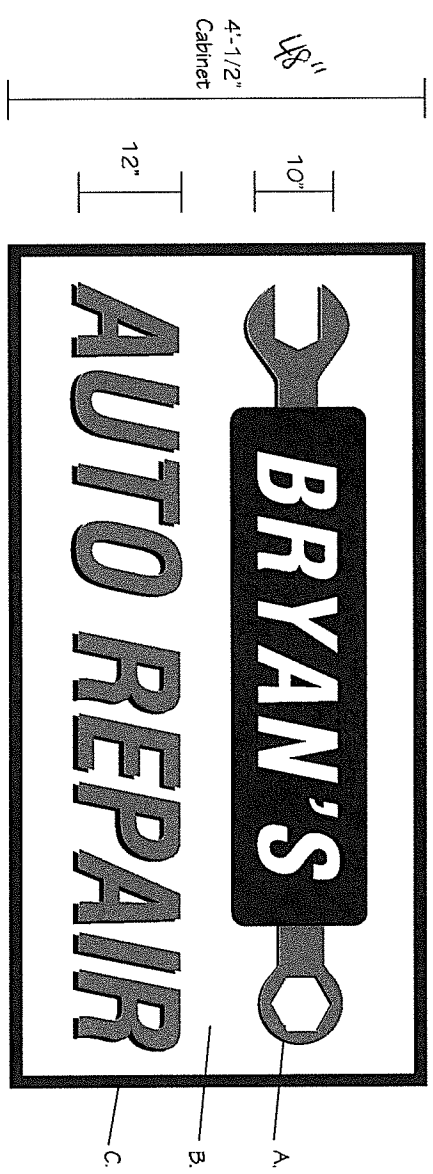
DATE/REVISIONS  
6-9-15

DESIGNER  
Patrick Woller  
SALESPERSON  
Rick Ferraro

This drawing is the exclusive property of Spectrum Sign Systems, Inc. It is not to be produced or duplicated without the written consent of Spectrum Sign Systems, Inc. Distribution of this drawing for the purpose of constructing the sign by anyone other than Spectrum Sign Systems, Inc. is strictly prohibited. If such a permit occurs, Spectrum Sign Systems will be reimbursed \$10,000.00 per occurrence.

Customer Approval

Date



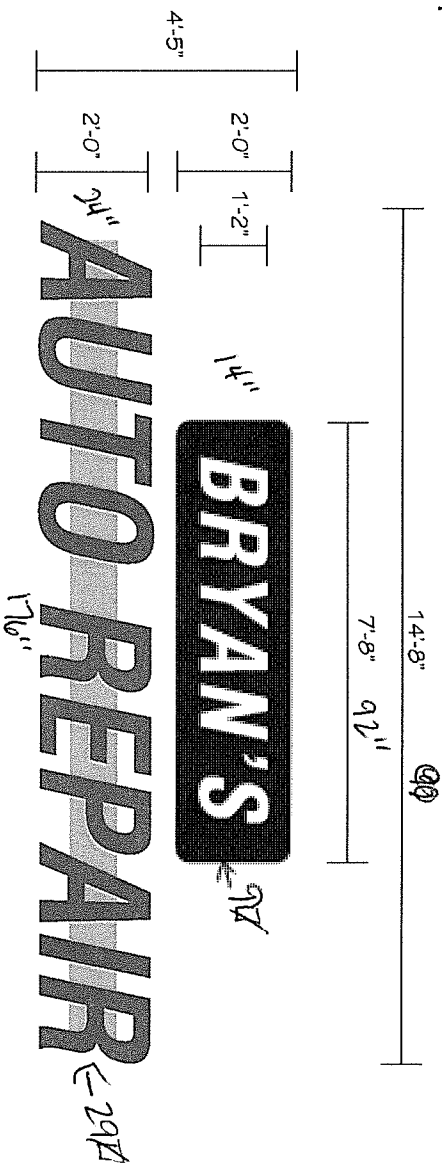
West Elevation

- Due to variances among color monitors, the colors shown may vary from actual finish color -

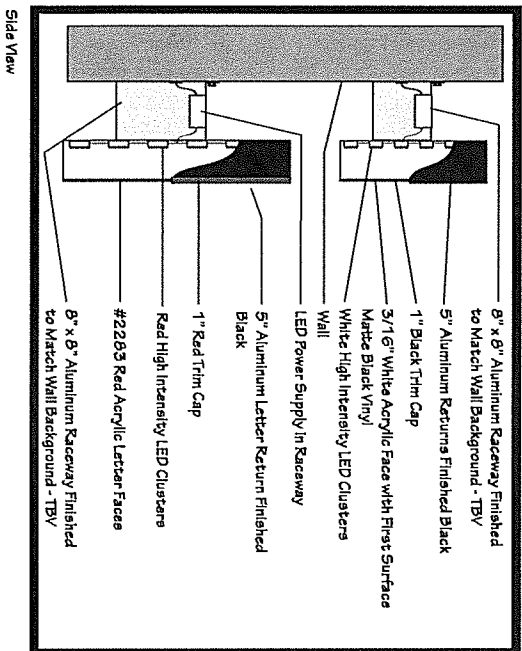
Total 387

## 2 Beck's Quality Auto Repair

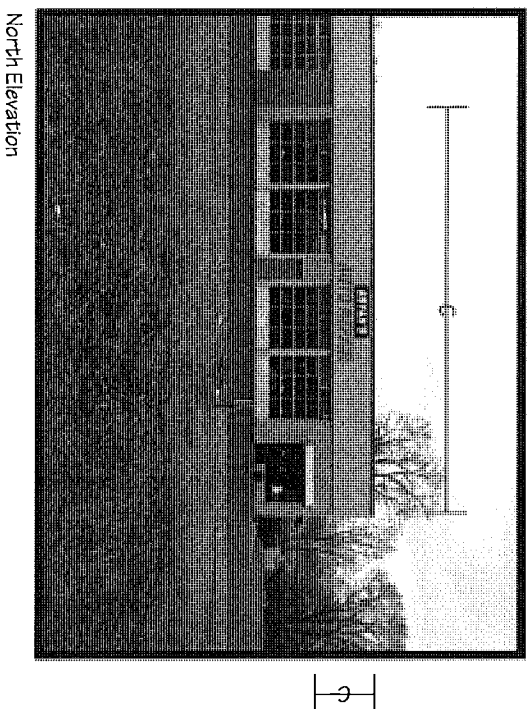
15-01654



Furnish and install (1) 4'-5" x 14'-8" LED Face Illuminated Raceway Mount Letter Set

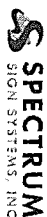


Side View



North Elevation

- Due to variances among color monitors, the colors shown may vary from actual finish color -



9278 Imani St. NE  
Blaine, MN 55449  
763.432.7449 (Toll-Free)  
763.208.5139 (Fax)  
www.spectrum-signs.com

### CLIENT INFORMATION

Beck Automotive  
Attn: Bryan Beck  
892 County Rd 10 NE  
Spring Lake Park, MN 55434

PHONE  
763-205-3995

JOB SITE  
892 County Rd 10 NE  
Spring Lake Park, MN 55434

DATE/REVISIONS  
6-9-15

DESIGNER  
Patrick Woller  
SALESPERSON  
Rick Ferraro

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Customer Approval

Date

$$\$2.57 \times 2 = 11.54$$

# 1 Beck's Quality Auto Repair

15-01654

10'9"

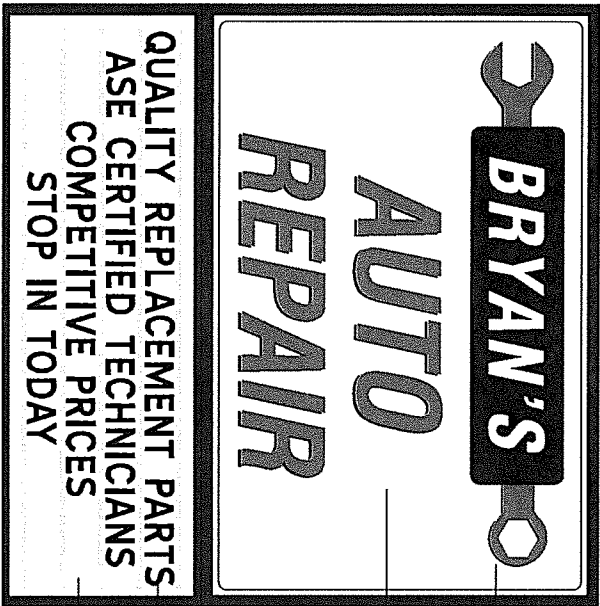
9'-1 1/2" Cabinet

9'-1" Trim

9'-1 1/4" Cabinet

6'-1 1/4" Trim

3'-0" Trim

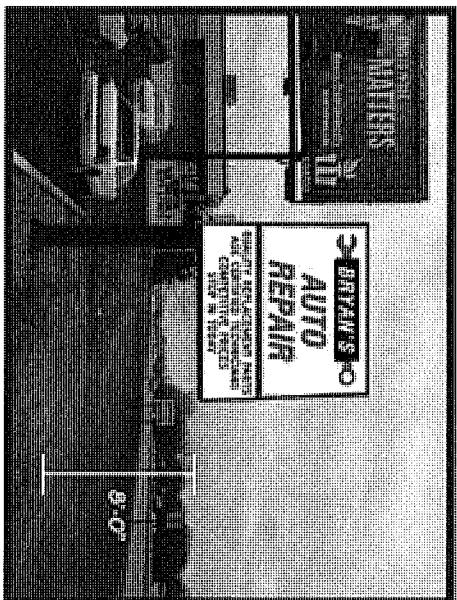


Reface (1) 9'-1 1/4" x 9'-1 1/2" D/F Illuminated Pylon Sign

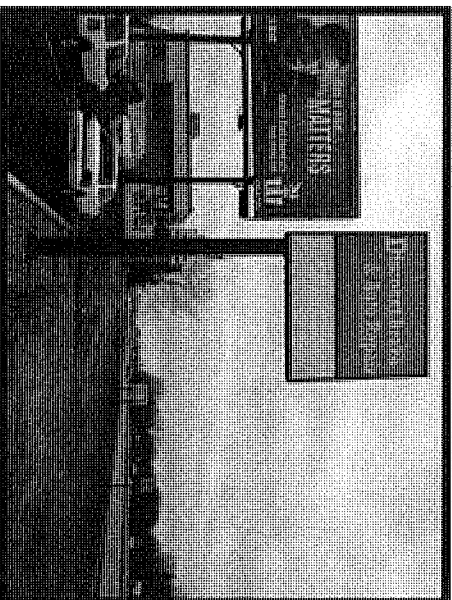
- A. (2) PC Pan Faces
- B. First Surface Translucent Red and Black Vinyl
- C. Existing 2 1/4" Retainer
- D. 6" Manual Changeable Copy
- E. (2) PC Flat Faces with 4 Lines of 6" Characters

\*Lower Existing Pylon Sign - 8'-0" to Bottom of Cabinet from Grade

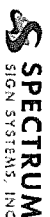
- Due to variances among color monitors, the colors shown may vary from actual finish color -



Proposed Pylon



Existing Pylon



9278 Barns, NE  
Blaine, MN 55449  
763.432.7447 Office  
763.209.9159 Fax  
www.spectrum-signs.com

## CLIENT INFORMATION

Beck Automotive  
Attn: Bryan Beck  
892 County Rd 10 NE  
Spring Lake Park, MN 55434  
PHONE: 763-205-3995  
JOB SITE: 892 County Rd 10 NE  
Spring Lake Park, MN 55434

## DATE/REVISIONS

6-9-15

## DESIGNER

Patrick Woller

## SALESPERSON

Rick Ferraro

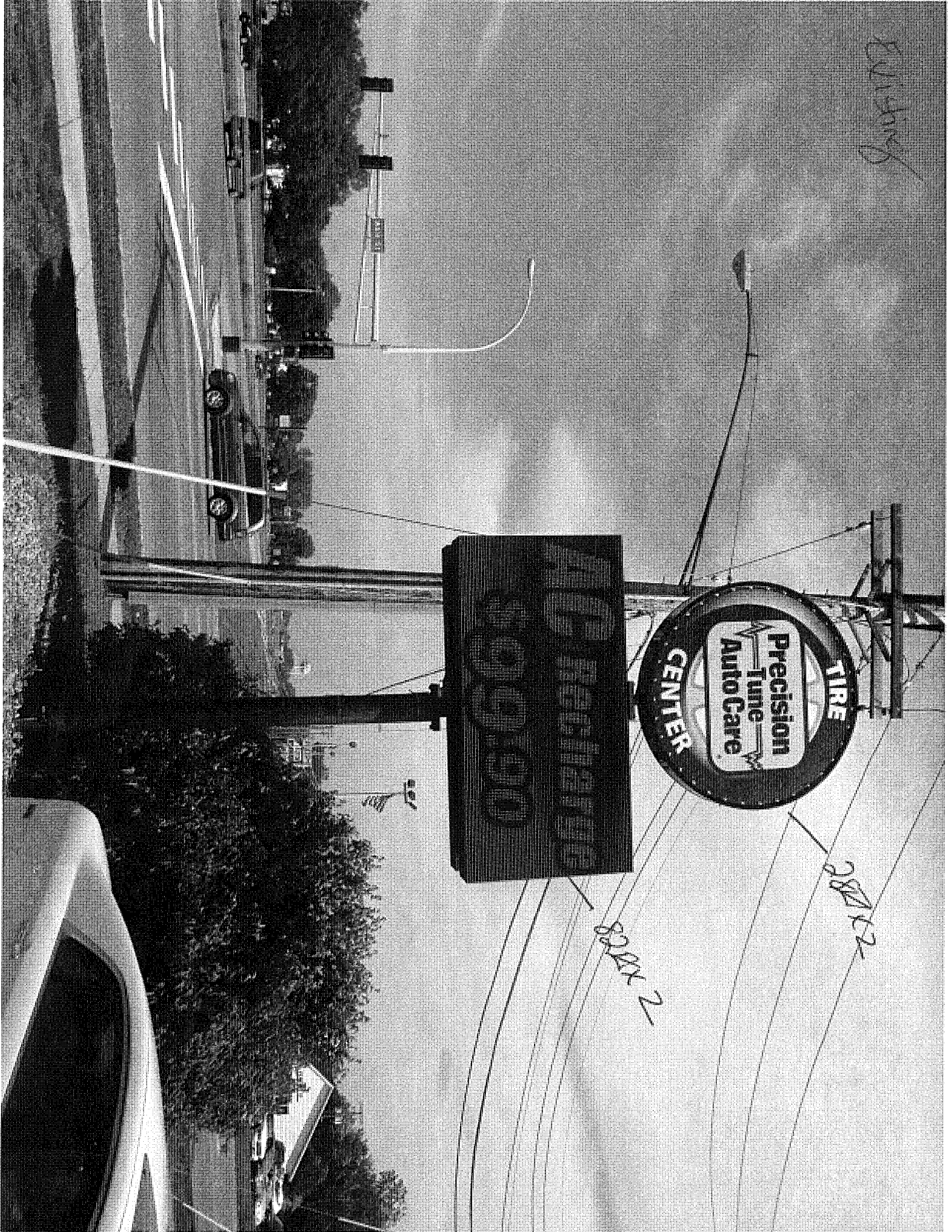
This drawing is the exclusive property of Spectrum Sign Systems, Inc. It is not to be produced or duplicated without the written consent of Spectrum Sign Systems, Inc. Distribution of this drawing for reproduction or other use without the written consent of Spectrum Sign Systems, Inc. is strictly prohibited. Such use without written consent of Spectrum Sign Systems, Inc. will be withheld \$1,000.00 per occurrence.

## Customer Approval

Date



Existing



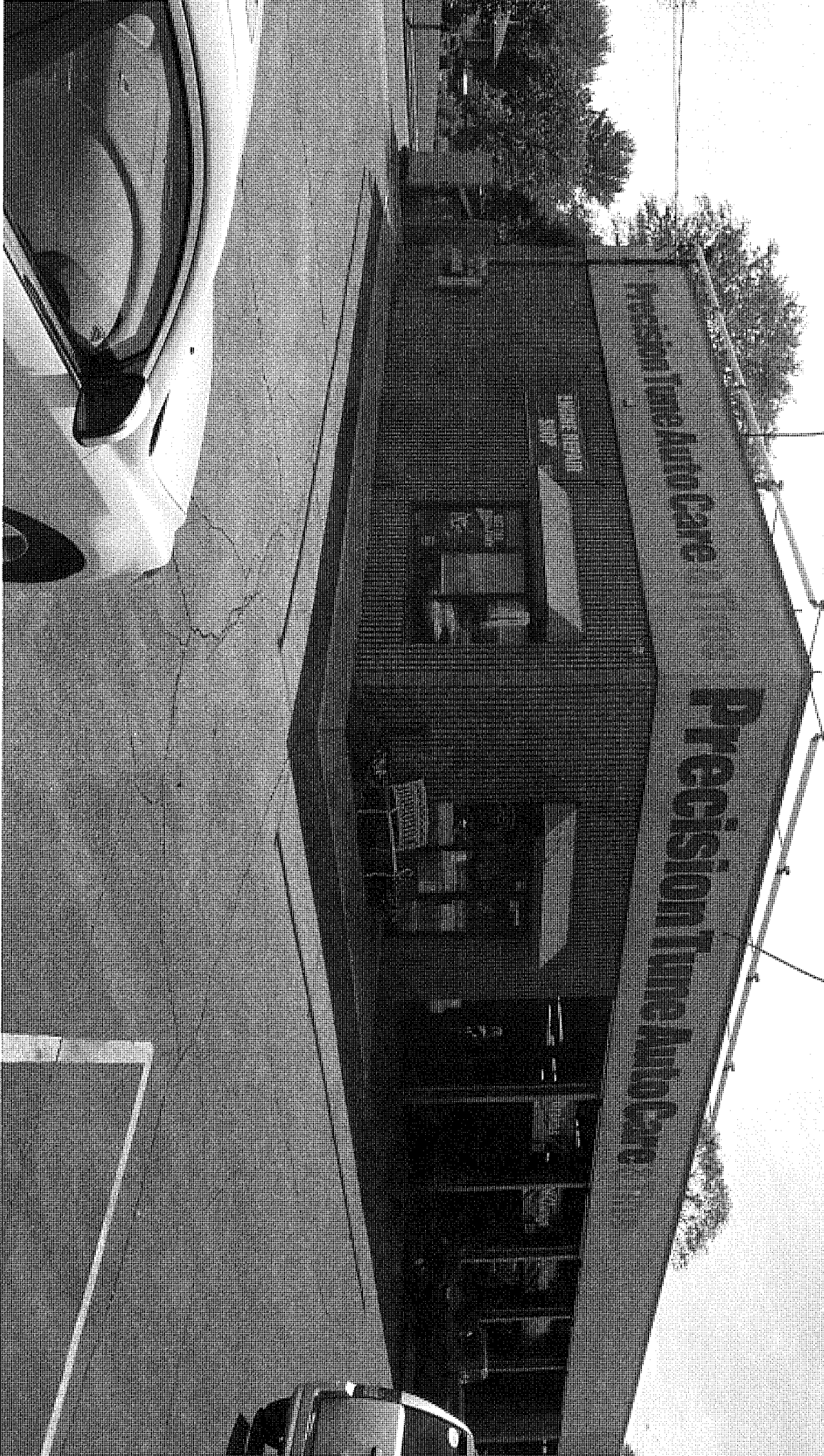
28'x12'  
28'x12'



Existing

151A

150A



CITY OF SPRING LAKE PARK  
1301 81<sup>ST</sup> AVENUE N E  
SPRING LAKE PARK, MN 55432

SIGN PERMIT APPLICATION

DATE: 4/29/15  
NAME OF APPLICANT: Walker Sign Holding DBA Lawrence Sign  
ADDRESS OF APPLICANT: 945 Pierce Butler Route St. Paul 55104  
TELEPHONE NUMBER OF APPLICANT: 651-488-6711

NAME OF BUSINESS AND LOCATION of building structure, or lot to which or upon which the sign is  
to be attached or erected ASIA MARKET

New Construction: X Remodel: \_\_\_\_\_ Word Change Only: \_\_\_\_\_

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

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

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

Name of person, firm or corporation erecting the structure: Lawrence Sign

Address: 8171 UNIVERSITY AVE, SUITE 15A, SPRING LAKE PARK

Is an Electrical Permit required? Yes - GC will provide final electrical connection

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

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

  
SIGNATURE OF APPLICANT

FOR OFFICE USE ONLY: \*\*\*\*\*  
FEE: \$166.00 RECEIPT NUMBER: \_\_\_\_\_

DATE OF APPROVAL: \_\_\_\_\_ DATE OF ISSUE: \_\_\_\_\_

REASON FOR DENIAL: \_\_\_\_\_

ADDITIONAL REQUIREMENTS FOR SIGN PERMIT:

SQUARE FOOTAGE OF FRONT OF BUILDING: 21,852

SQUARE FOOTAGE OF ALL EXISTING SIGNS: ~~1,823~~ 1777

SQUARE FOOTAGE OF PROPOSED SIGN OR SIGNS: ~~45~~ 46

INCLUDE A DRAWING SHOWING LOCATION AND MESSAGE ON SIGN.

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

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

DRAWING:

proposed

$46 - \$60 + \$6 = \$66$

6556 - 30%

1777 - existing

46 - proposed

4733 Remaining

\* Just relocating the sign

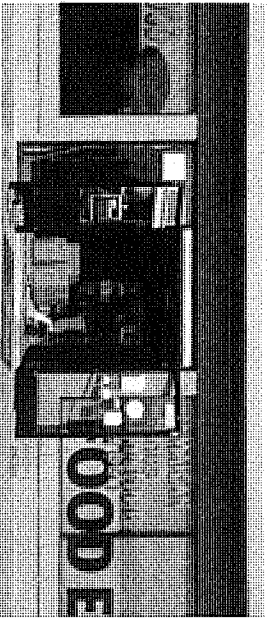
SPRING LAKE PARK, MN

A

21'-8"

28"

ASIA MARKET



DESCRIPTION

A

- EXISTING LETTERS
- REMOVE EXISTING 28" LETTERS FROM PREVIOUS TENANT SPACE AND INSTALL AT NEW LOCATION

B

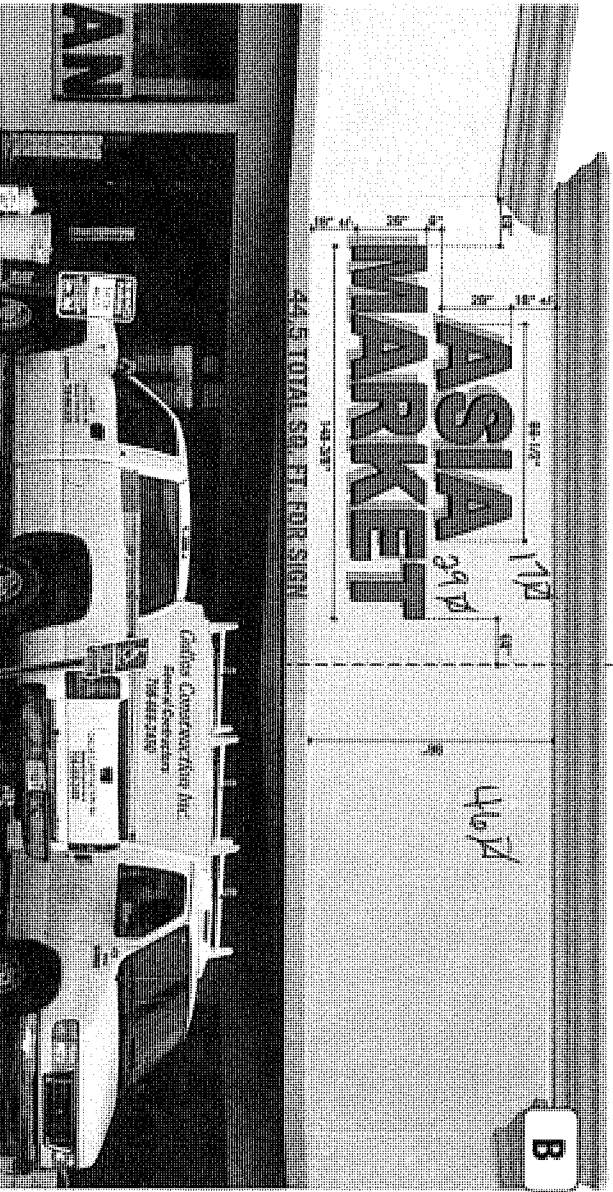
- NEW LOCATION
- INSTALL STACKED LETTER SET AT NEW LOCATION
- LETTERS CENTERED UP AND DOWN IN SIGN BAND AND CENTERED LEFT TO RIGHT IN LEFT HALF OF WALL
- FINAL 120V PRIMARY POWER CONNECTED BY GC

C  
CENTER OF TENANT SPACE

31'

B

ASIA MARKET  
44.5 TOTAL SQ. FT. FOR SIGN



PROPOSED CONDITIONS

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

Lawrence  
Sign

www.lawrence-sign.com

945 Pierce Butler Road, St. Paul, MN 55104  
651.498.6711 • 800.998.8901

ASIA MARKET

8167 UNIVERSITY AVE  
SPRING LAKE PARK, MN 55432

REMOVE AND RE-INSTALL  
EXISTING PC LETTER SET

CUSTOMER APPROVAL

NAME: \_\_\_\_\_

DATE: \_\_\_\_\_

REV1 \_\_\_\_\_  
REV2 \_\_\_\_\_  
REV3 \_\_\_\_\_  
REV4 \_\_\_\_\_  
REV5 \_\_\_\_\_  
REV6 \_\_\_\_\_  
REV7 \_\_\_\_\_  
REV8 \_\_\_\_\_

SALES: 06 Pg. XX

DESIGN: JS

DATE: 06.20.15

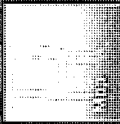
DWG: 7206

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ELECTRIC  
UNIT SIGN



# Location



# GATOR

INVESTMENTS

June 30, 2015

Via Hand Delivery

Ph: 763-784-6491

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

Re: Letter of Authorization  
Space 15A @ University IV Shopping Center  
8171 University Avenue NE, Spring Lake Park, MN 55342

To Whom It May Concern:

This letter shall serve as authorization for Lawrence Sign to obtain the necessary permits for the following work:

Installation of exterior signage at the above cited address.

Please let me know at your convenience if you require any additional information.

Sincerely,



William Goldsmith  
Owner  
Gator University, LLLP

Tel: 305.949.9049  
Fax: 305.948.6478  
1595 N.E. 163rd Street  
N. Miami Beach, FL 33162  
[www.gatorinvestments.com](http://www.gatorinvestments.com)

CITY OF SPRING LAKE PARK  
1301 81<sup>ST</sup> AVENUE N E  
SPRING LAKE PARK, MN 55432

SIGN PERMIT APPLICATION

DATE: 6/15/15

NAME OF APPLICANT: WALKER SIGN HOLDINGS DBA LAURENCE SIGN

ADDRESS OF APPLICANT: 945 Percival St Paul, MN 5504

TELEPHONE NUMBER OF APPLICANT: 651-488-6711

NAME OF BUSINESS AND LOCATION of building structure, or lot to which or upon which the sign is to be attached or erected: Auto Glass Professionals 1152 City

HWY 10 Spring Lake Park, MN 55432

New Construction: X Remodel: Word Change Only:

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

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

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

Name of person, firm or corporation erecting the structure: See Above

Address:

Is an Electrical Permit required?

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

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

Mark O'Neen  
SIGNATURE OF APPLICANT

FOR OFFICE USE ONLY: \*\*\*\*\* RECEIPT NUMBER: \*\*\*\*\*

DATE OF APPROVAL: \_\_\_\_\_ DATE OF ISSUE: \_\_\_\_\_

REASON FOR DENIAL: \_\_\_\_\_

ADDITIONAL REQUIREMENTS FOR SIGN PERMIT:

SQUARE FOOTAGE OF FRONT OF BUILDING: 720 SQ. FT.

SQUARE FOOTAGE OF ALL EXISTING SIGNS: 00000

SQUARE FOOTAGE OF PROPOSED SIGN OR SIGNS: 10000

INCLUDE A DRAWING SHOWING LOCATION AND MESSAGE ON SIGN.

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

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

DRAWING:

$$\begin{array}{r}
 \text{Proposed} \\
 777 \cancel{\text{A}} \quad \$60 + \$37 = \$97 \\
 54 \cancel{\text{A}} \quad \$60 + \$14 = \$74 \\
 \hline
 \$171
 \end{array}$$

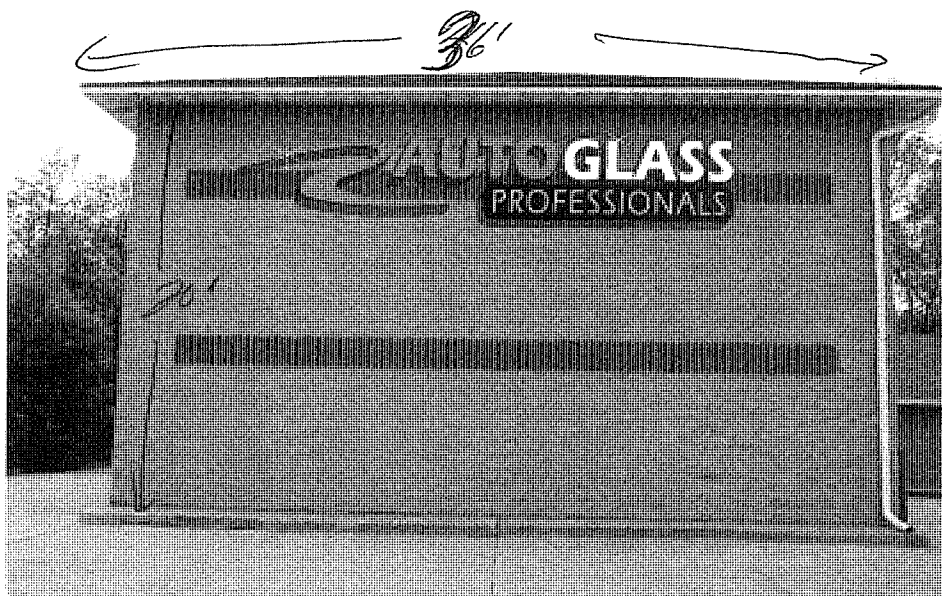
$$\begin{array}{r}
 216 \cancel{\text{A}} \quad 30\% \\
 131 \cancel{\text{A}} \quad \text{Proposed} \\
 \hline
 85 \cancel{\text{A}} \quad \text{Remainder}
 \end{array}$$



EAST SIDE IS 36' WIDTH X 20' HEIGHT

SPRING LAKE PARK, MN

720 sq ft  
of building



PROPOSED ELEVATION

TOTAL EAST SQUARE FEET OF BUILDING = 720 sq ft

SIGN = 76.6 sq ft = 10% OF BUILDING

Lawrence  
Sign  
www.lawrence-sign.com

1615 Pioneer Avenue, St. Paul, MN 55104  
651.488.6771 • 800.008.8101

AUTO GLASS  
PROFESSIONALS

1152 COUNTY HIGHWAY 10  
SPRING LAKE PARK, MN

FACE LET CHANNEL LETTERS

CUSTOMER APPROVAL

NAME: \_\_\_\_\_  
DATE: \_\_\_\_\_

DATE: 05.27.15 H  
BY: \_\_\_\_\_  
BY: \_\_\_\_\_  
BY: \_\_\_\_\_  
BY: \_\_\_\_\_  
BY: \_\_\_\_\_

CALC: NO  
CHECK: BY  
DATE: 05/26/15  
DRAW: BTB

I have given my approval for the proposed sign on the property of \_\_\_\_\_ and agree that the sign is in accordance with the applicable laws and regulations. I understand that the sign is subject to the applicable laws and regulations and that I am responsible for obtaining all necessary permits and approvals. I agree to indemnify and hold the sign company harmless from all claims, damages, and expenses, including attorney's fees, arising from the use of the sign.

ELECTRIC  
SIGN

PAGE: 02

SPRING LAKE PARK, MN

36'



TOTAL NORTH SQUARE FEET OF BUILDING = 720 SF  
SIGN = 76.6 SF

Lawrence  
Sign

843 Pierce Street, Suite 32, Portland, ME 04101  
851.488.5711 • 800.998.8901



1132 COUNTY HIGHWAY 10  
SPRING LAKE PARK, MN

TRIM CAP LETTERS

**CUSTOMER APPROVAL**

DATE: \_\_\_\_\_

TIME: \_\_\_\_\_

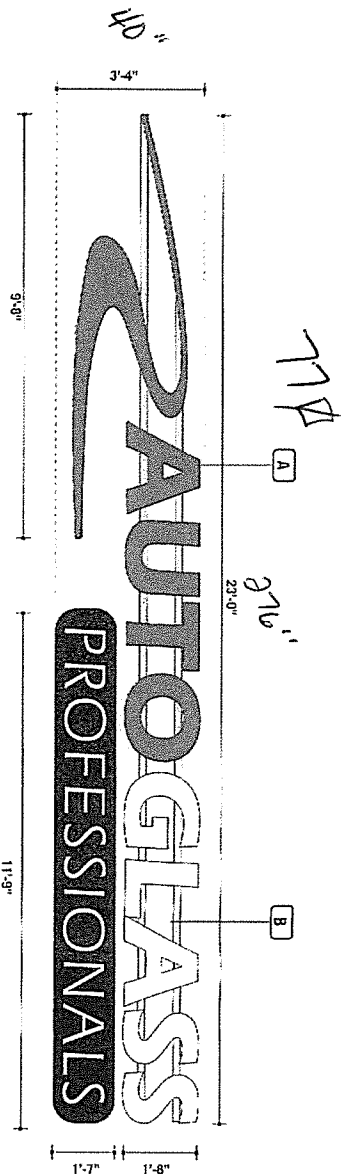
8271 [http://www.chem.mcgill.ca/cheminfo/cheminfo.html](#) [Accessed 10 May 2006].  
 8272 [http://www.chem.mcgill.ca/cheminfo/cheminfo.html](#) [Accessed 10 May 2006].  
 8273 [http://www.chem.mcgill.ca/cheminfo/cheminfo.html](#) [Accessed 10 May 2006].  
 8274 [http://www.chem.mcgill.ca/cheminfo/cheminfo.html](#) [Accessed 10 May 2006].  
 8275 [http://www.chem.mcgill.ca/cheminfo/cheminfo.html](#) [Accessed 10 May 2006].  
 8276 [http://www.chem.mcgill.ca/cheminfo/cheminfo.html](#) [Accessed 10 May 2006].  
 8277 [http://www.chem.mcgill.ca/cheminfo/cheminfo.html](#) [Accessed 10 May 2006].  
 8278 [http://www.chem.mcgill.ca/cheminfo/cheminfo.html](#) [Accessed 10 May 2006].

TALE: K6                      10, 11  
 DESK: 11  
 DATE: 050815  
 CNG: 5792

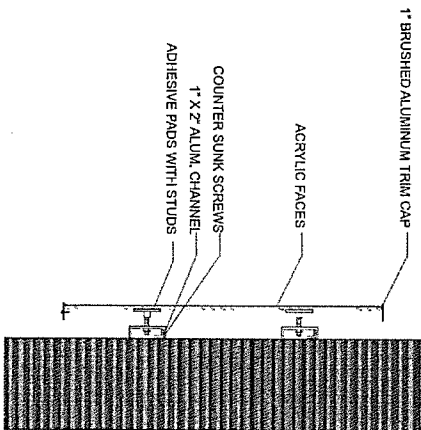
Thompson said the firm will be able to do a "better job" of identifying and recruiting the right people, and that it will be able to "better manage" the people it has. He said the firm will be able to "better manage" the people it has, and that it will be able to "better manage" the people it has.

 **ELECTRIC  
SIGN**

PAGE: 04



1 ILLUMINATED CHANNEL LETTER SET  
SCALE: 3/8"=1'-0"



2 FACE LIT CHANNEL LETTER - CROSS SECTION - TYPICAL  
SCALE: NTS

| DESCRIPTION     |  |
|-----------------|--|
| A               | TRIM CAP LETTERS<br>- WHITE ACRYLIC FACES W/ 1ST SURFACE VINYL GRAPHICS<br>- 1\"/> |
| B               | ALUM. RAIL SYSTEM<br>- 1\"/>   |
| FINISH SCHEDULE |  |
| C               | APPLE GREEN 220-105  |
| D               | BLACK 220-22   |
| E               | WHITE ACRYLIC 7328   |

Lawrence  
Sign

www.lawrence-sign.com

215 Price Street, St. Paul, MN 55104  
651.488.6711 • 800.598.8901



1152 COUNTY HIGHWAY 10  
SPRING LAKE PARK, MN

TRIM CAP LETTERS

CUSTOMER APPROVAL

NAME: \_\_\_\_\_

DATE: \_\_\_\_\_

REV1 05.09.15 - JI

REV2 \_\_\_\_\_

REV3 \_\_\_\_\_

REV4 \_\_\_\_\_

REV5 \_\_\_\_\_

REV6 \_\_\_\_\_

REV7 \_\_\_\_\_

REV8 \_\_\_\_\_

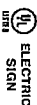
SALES: KG PR: XX

DESIGN: JI

DATE: 05/08/15

DWG: 6792

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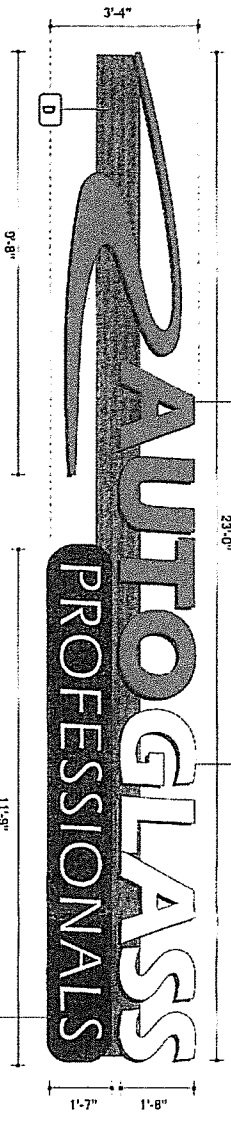


PAGE: 0.4

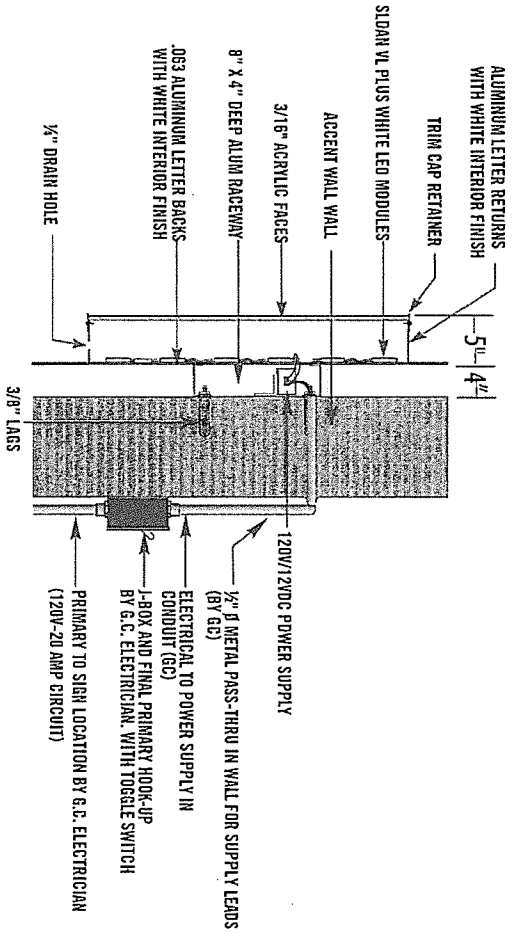
547

19 1/2"

40"



1 RACEWAY MOUNTED ILLUMINATED CHANNEL LETTER SET  
SCALE: 3/8"=1'-0"



2 RACEWAY MOUNT CHANNEL LETTERS - 12" x 4" SECTION  
SCALE: NTS

DESCRIPTION

- A** - SWOOSH & "AUTO" FACE LIT CHANNEL LETTERS  
- WHITE ACRYLIC FACES W/ 1ST SURFACE APPLE GREEN VINYL  
- 1" BRUSHED ALUMINUM TRIM CAP  
- 5" DEEP BLACK ALUMINUM RETURNS  
- ILLUMINATED WITH WHITE LED MODULES
- B** - "GLASS" FACE LIT CHANNEL LETTERS  
- WHITE ACRYLIC FACES  
- 1" BRUSHED ALUMINUM TRIM CAP  
- 5" DEEP BLACK ALUMINUM RETURNS  
- ILLUMINATED WITH WHITE LED MODULES
- C** - FACE LIT CAPSULE  
- WHITE ACRYLIC FACE  
- 1" BRUSHED ALUMINUM TRIM CAP  
- 5" DEEP BLACK ALUMINUM RETURNS  
- ILLUMINATED WITH WHITE LED MODULES
- D** - RACEWAY  
- 12" X 4" ALUM. RACEWAY  
- PAINTED TO MATCH ACCENT ON BLDG.

FINISH SCHEDULE

- E1** - APPLE GREEN 200-106
- E2** - BLACK 220-22
- E3** - WHITE ACRYLIC 7328

**Lawrence**  
**Sign**

www.lawrence-sign.com

945 Pierce Butler Road, St. Paul, MN 55104  
651.498.6711 • 800.998.8901

**AUTOGLASS**  
PROFESSIONALS

1152 COUNTY HIGHWAY 10  
SPRING LAKE PARK, MN

FACE LIT CHANNEL LETTERS

CUSTOMER APPROVAL

NAME: \_\_\_\_\_  
DATE: \_\_\_\_\_

REV1 \_\_\_\_\_  
REV2 \_\_\_\_\_  
REV3 \_\_\_\_\_  
REV4 \_\_\_\_\_  
REV5 \_\_\_\_\_  
REV6 \_\_\_\_\_  
REV7 \_\_\_\_\_  
REV8 \_\_\_\_\_  
REV9 \_\_\_\_\_

SALES: JC PR: KX  
DESIGN: JJ  
DATE: 060615  
DWG: 0732

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CITY OF SPRING LAKE PARK  
1301 81<sup>ST</sup> AVENUE N E  
SPRING LAKE PARK, MN 55432

**SIGN PERMIT APPLICATION**

DATE: 6/15/15  
NAME OF APPLICANT: JUSTIN O'NEAL - SCENIC SIGN CORP  
ADDRESS OF APPLICANT: PO BOX 881 ST. CLOUD, MN 56302  
TELEPHONE NUMBER OF APPLICANT: 320 252 9400 JUSTIN@SCENICSIGN.COM  
**NAME OF BUSINESS AND LOCATION** of building structure, or lot to which or upon which the sign is  
to be attached or erected CENTRAL PARK LIQUOR  
8101 65TH AVE NE

New Construction: X Remodel: X Word Change Only: \_\_\_\_\_

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

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

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

Name of person, firm or corporation erecting the structure: SCENIC SIGN CORP

Address: PO BOX 881 ST CLOUD, MN 56302

Is an Electrical Permit required? \_\_\_\_\_

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

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

  
**SIGNATURE OF APPLICANT**

FOR OFFICE USE ONLY:\*\*\*\*\*

FEE: \$654.00 RECEIPT NUMBER: \_\_\_\_\_

DATE OF APPROVAL: \_\_\_\_\_ DATE OF ISSUE: \_\_\_\_\_

REASON FOR DENIAL: \_\_\_\_\_



1200 SQFT SOUTH FACE

640 SQFT EAST FACE

**ADDITIONAL REQUIREMENTS FOR SIGN PERMIT:**

SQUARE FOOTAGE OF FRONT OF BUILDING: 2000 ~~1500~~ SQFT NORTH FACE

SQUARE FOOTAGE OF ALL EXISTING SIGNS: 330 + 330 + 780 + 1560 + 300 = 5000 ~~1500~~ TOTAL OF 5000

SQUARE FOOTAGE OF PROPOSED SIGN OR SIGNS: WALL SIGNS (3) AT 775 SQFT FOR TOTAL OF 2315 SQFT  
PYLON SIGN 110 SQFT

INCLUDE A DRAWING SHOWING LOCATION AND MESSAGE ON SIGN.

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

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

DRAWING:

Proposed

Building 330 ~~1500~~ \$60

330 ~~1500~~ \$60

780 ~~1500~~ \$60 + \$38 = \$98

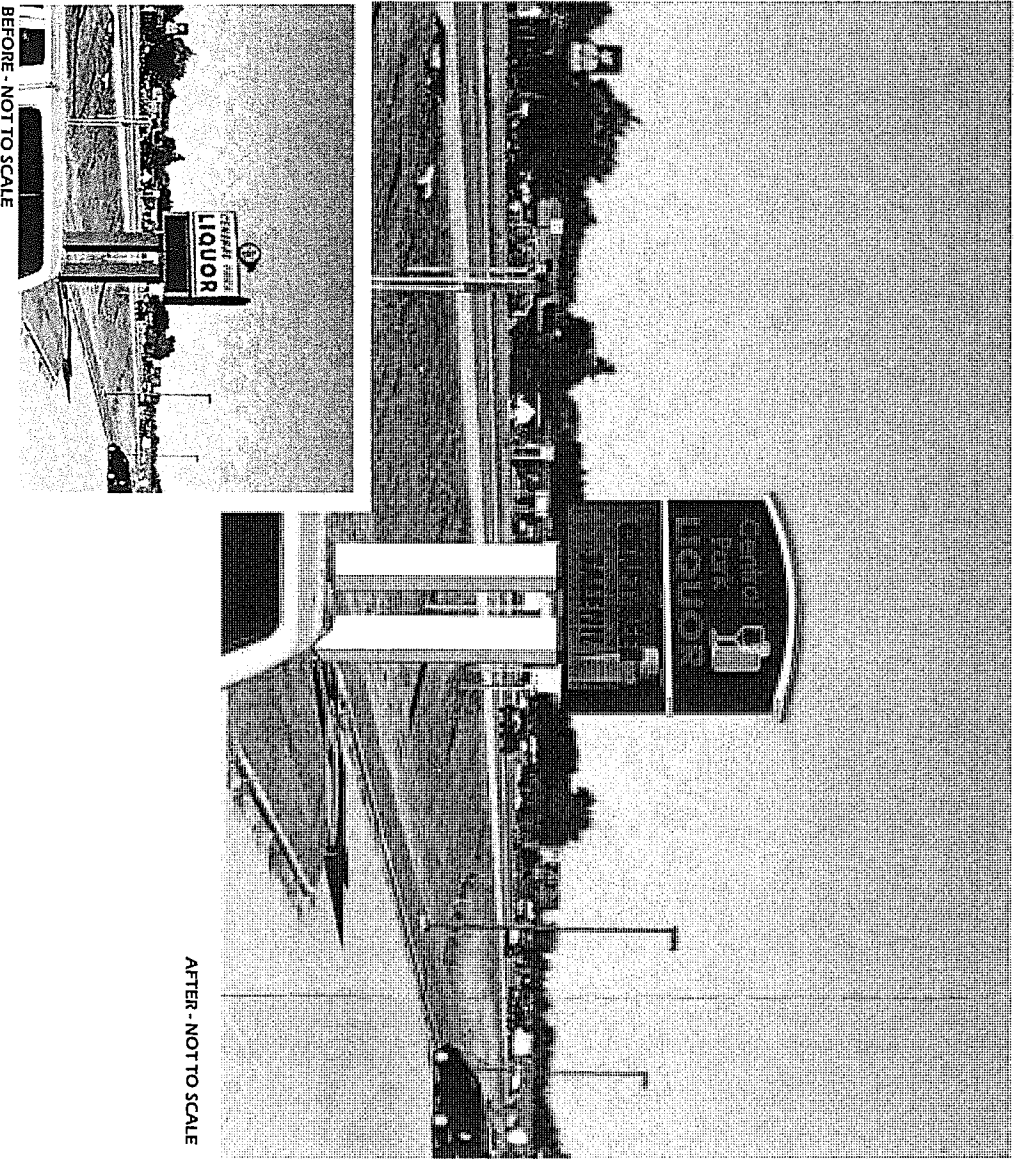
Pylon 780 ~~1500~~ x 2 \$60 + \$38 = \$98 x 2 = \$196.00  
1000 ~~1500~~ x 2 \$60 + \$60 = \$120 x 2 = \$240.00

\$654.00

600 ~~1500~~ 30%  
500 ~~1500~~ proposed

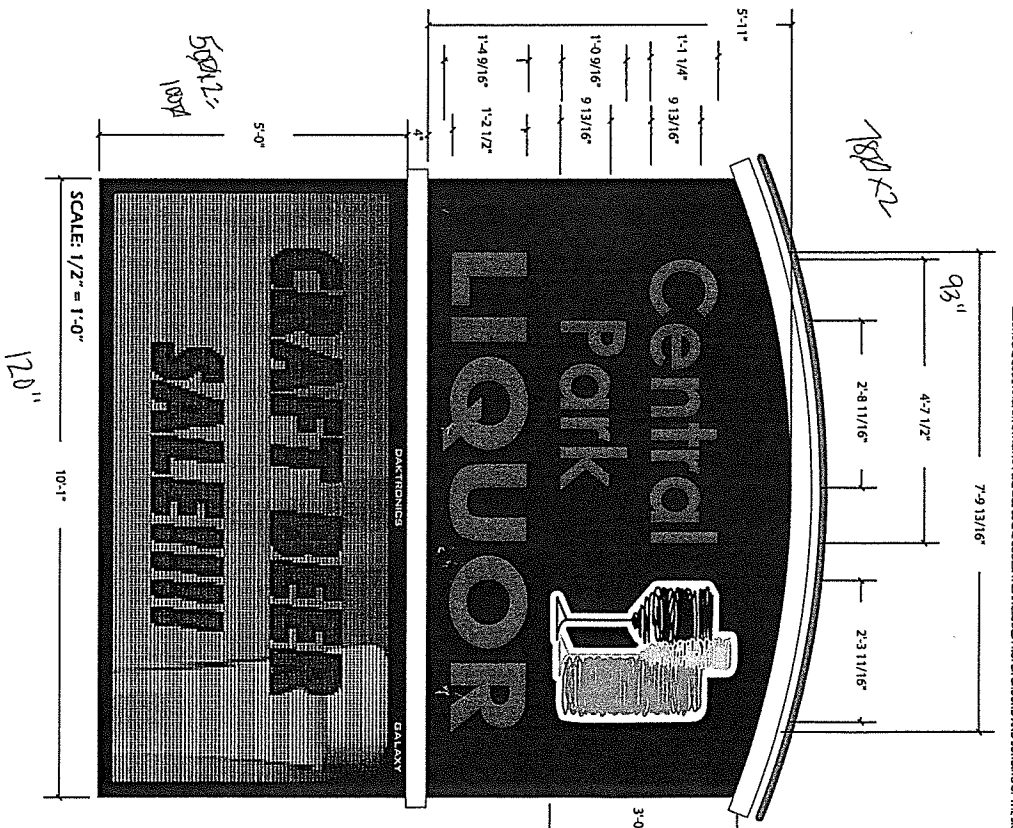
1000 ~~1500~~ Remaining





BEFORE - NOT TO SCALE

AFTER - NOT TO SCALE



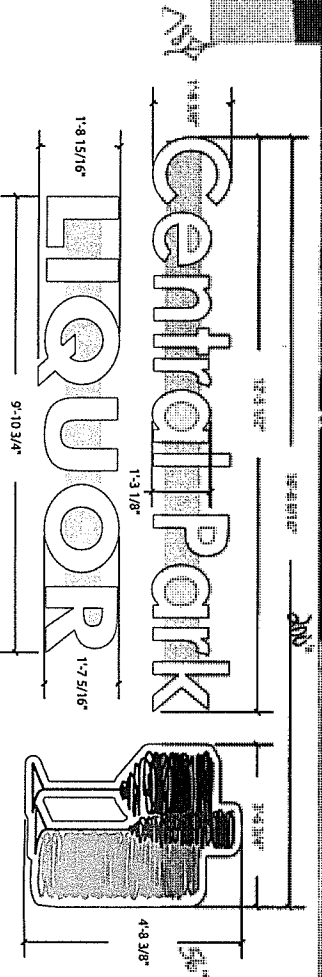
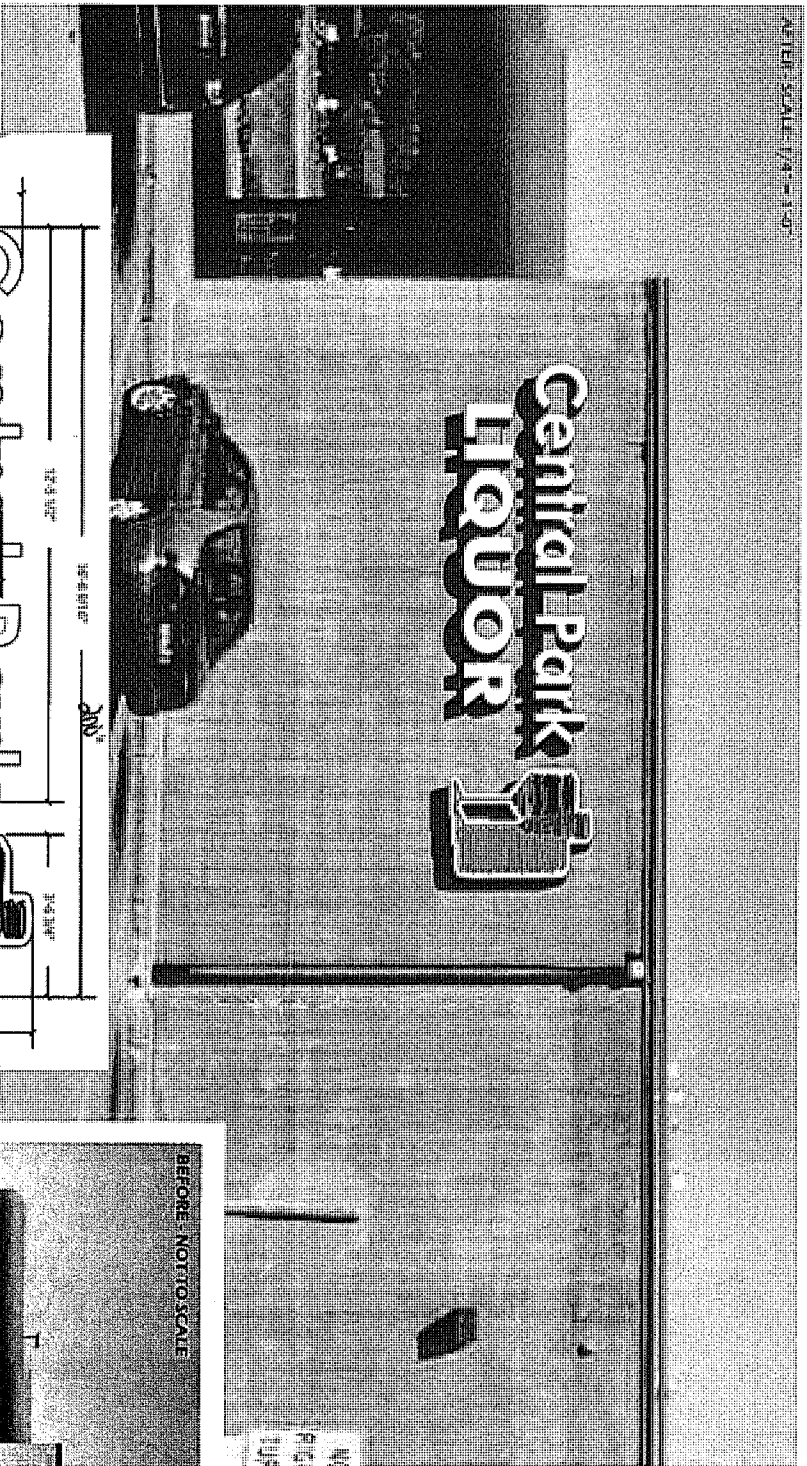
NOTES: FABRICATE AND INSTALL SIGNS AS SHOWN ABOVE.  
LOGO: PUSH THROUGH ACRYLIC, NAME AND LIQUOR: CHANNEL LETTERS,  
SIZE TO BE VERIFIED

THESE SIGNS ARE THE PROPERTY OF SEITZ SIGN CORP. AND ARE NOT TO BE REPRODUCED OR COPIED IN ANY MANNER WITHOUT THE WRITTEN PERMISSION OF SEITZ SIGN CORP. THESE SIGNS ARE NOT TO BE USED FOR ANY OTHER PURPOSES WITHOUT THE WRITTEN PERMISSION OF SEITZ SIGN CORP. THESE SIGNS ARE NOT TO BE USED FOR ANY OTHER PURPOSES WITHOUT THE WRITTEN PERMISSION OF SEITZ SIGN CORP.

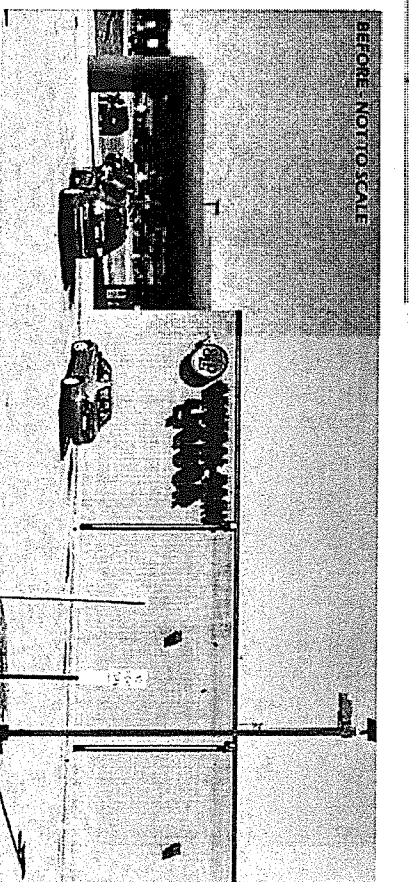
SALESMAN: DARYL KIRI DATE: 2/24/15  
LOCATION: SPRING LAKE PARK, MN  
SCALE: SEE ABOVE SQ. FT.

WO#:

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



NOTES: FABRICATE AND INSTALL NEW CHANNEL LETTERS.  
SIZE TO BE VERIFIED



SALESMAN: DARYL KIRT DATE: 2/26/15  
LOCATION: SPRING LAKE PARK, MN  
SCALE: SEE ABOVE SQ. FT.

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ELECTRICAL. THIS SIGN IS INTENDED TO BE INSTALLED IN ACCORDANCE WITH THE BEC REQUIREMENTS OF ARTICLE 6.00 OF THE NATIONAL



SALESMAN: DARYL KIRT      DATE: 2/26/15  
LOCATION: SPRING LAKE PARK, MN  
SCALE: SEE ABOVE      SQ. FT:





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

June 29, 2015

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

Re: 2015 Seal coat Project  
Project No. 193803134  
**Contractor's Request for Payment No. 1**

Dear Mayor and Councilmembers:

Attached for your approval is Contractor's Request for Payment No. 1 for the 2015 Seal Coat Project. The prime Contractor on this project is Pearson Bros., Inc. This request covers work completed through June 15, 2015.

We have reviewed the contractor's payment request and found it to be in order. We recommend approval. **If the City wishes to approve this request, then payment should be made to Pearson Bros., Inc. in the amount of \$69,391.80.**

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

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

Regards,  
**STANTEC**

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

Phil Gravel, City Engineer

Enclosures





|             |   |             |               |
|-------------|---|-------------|---------------|
| Owner:      | City of Spring Lake Park, 1301 81st Ave. NE, Spring Lake Park, MN 55432 | Date:       | June 29, 2015 |
| For Period: | 6/1/2015 to 6/29/2015   | Request No: | 1             |
| Contractor: | Pearson Bros., Inc., 11079 Lamont Ave. NE, Hanover, MN 55341            |             |               |

**CONTRACTOR'S REQUEST FOR PAYMENT**  
2015 SEAL COAT PROJECT  
STANTEC PROJECT NO. 193803134

SUMMARY

|    |   |    |      |           |
|----|---|----|------|-----------|
| 1  | Original Contract Amount                |    | \$   | 87,649.15 |
| 2  | Change Order - Addition                 | \$ | 0.00 |           |
| 3  | Change Order - Deduction                | \$ | 0.00 |           |
| 4  | Revised Contract Amount                 |    | \$   | 87,649.15 |
| 5  | Value Completed to Date                 |    | \$   | 73,044.00 |
| 6  | Material on Hand                        |    | \$   | 0.00      |
| 7  | Amount Earned                           |    | \$   | 73,044.00 |
| 8  | Less Retainage 5%                       |    | \$   | 3,652.20  |
| 9  | Subtotal                                |    | \$   | 69,391.80 |
| 10 | Less Amount Paid Previously             |    | \$   | 0.00      |
| 11 | Liquidated damages -                    |    | \$   | 0.00      |
| 12 | AMOUNT DUE THIS REQUEST FOR PAYMENT NO. | 1  | \$   | 69,391.80 |

Recommended for Approval by:  
**STANTEC**

Phil Howard 6/29/15

Approved by Contractor:  
**PEARSON BROS., INC.**

Per Attached Invoice # 3548.

Approved by Owner:  
**CITY OF SPRING LAKE PARK**

Specified Contract Completion Date:

Date:

| No.              | Item                                      | Unit | Contract<br>Quantity | Unit<br>Price | Current<br>Quantity | Quantity<br>to Date | Amount<br>to Date  |
|------------------|---|------|----------------------|---------------|---------------------|---------------------|--------------------|
| <b>BASE BID:</b> |   |      |                      |               |                     |                     |                    |
| 1                | MOBILIZATION AND TRAFFIC CONTROL          | LS   | 1                    | 5000.00       | 0.9                 | 0.9                 | \$4,500.00         |
| 2                | ROUTE AND SEAL                            | LBS  | 1100                 | 3.79          | 1100                | 1100                | \$4,169.00         |
| 3                | SEAL COAT AGGREGATE, FA-2 (MOD)           | TN   | 570                  | 50.00         | 425                 | 425                 | \$21,250.00        |
| 4                | BITUMINOUS MATERIAL FOR SEAL COAT, CRS-2  | GAL  | 12375                | 3.45          | 12500               | 12500               | \$43,125.00        |
| 5                | PAVEMENT MESSAGE (LEFT ARROW) PAINT       | EA   | 5                    | 200.00        |                     |                     | \$0.00             |
| 6                | PAVEMENT MESSAGE (RIGHT ARROW) PAINT      | EA   | 7                    | 200.00        |                     |                     | \$0.00             |
| 7                | PAVEMENT MESSAGE (LEFT -THRU ARROW) PAINT | EA   | 4                    | 200.00        |                     |                     | \$0.00             |
| 8                | 4" SOLID LINE, WHITE PAINT                | LF   | 860                  | 0.24          |                     |                     | \$0.00             |
| 9                | 4" DOTTED LINE, WHITE PAINT               | LF   | 120                  | 1.00          |                     |                     | \$0.00             |
| 10               | 4" BROKEN LINE, WHITE PAINT               | LF   | 8560                 | 0.06          |                     |                     | \$0.00             |
| 11               | 4" DOUBLE SOLID LINE, YELLOW PAINT        | LF   | 8160                 | 0.24          |                     |                     | \$0.00             |
| 12               | 24" STOP BAR, WHITE                       | LF   | 190                  | 2.80          |                     |                     | \$0.00             |
| 13               | 36" ZEBRA CROSSWALK, WHITE PAINT          | SF   | 252                  | 3.00          |                     |                     | \$0.00             |
| TOTAL BASE BID:  |   |      |                      |               |                     |                     | <u>\$73,044.00</u> |

|                                     |                           |
|-------------------------------------|---------------------------|
| TOTAL BASE BID:                     | <u>\$73,044.00</u>        |
| <b>TOTAL WORK COMPLETED TO DATE</b> | <b><u>\$73,044.00</u></b> |

**PROJECT PAYMENT STATUS**

OWNER CITY OF SPRING LAKE PARK  
STANTEC PROJECT NO. 193803134  
CONTRACTOR PEARSON BROS., INC.

**CHANGE ORDERS**

| No.                 | Date | Description | Amount |
|---------------------|------|-------------|--------|
|                     |      |             |        |
|                     |      |             |        |
| Total Change Orders |      |             |        |

**PAYMENT SUMMARY**

| No. | From       | To         | Payment   | Retainage | Completed |
|-----|------------|------------|-----------|-----------|-----------|
| 1   | 06/01/2015 | 06/29/2015 | 69,391.80 | 3,652.20  | 73,044.00 |

**Material on Hand**

|                       |  |             |                   |             |
|-----------------------|--|-------------|-------------------|-------------|
| Total Payment to Date |  | \$69,391.80 | Original Contract | \$87,649.15 |
| Retainage Pay No. 1   |  | 3,652.20    | Change Orders     |             |
| Total Amount Earned   |  | \$73,044.00 | Revised Contract  | \$87,649.15 |



11079 LAMONT AVE. N.E.  
HANOVER, MN 55341-4063

|           |             |
|-----------|-------------|
| DATE      | INVOICE NO. |
| 6/16/2015 | 3548        |

|   |
|---|
| <b>BILL TO</b>  |
| <b>City of Spring Lake Park<br/>1301 81st Ave NE<br/>Spring Lake Park, MN 55432</b> |

| P.O. NO. | TERMS | PROJECT |
|----------|-------|---------|
|          |       |         |

| ITEM         | DESCRIPTION   | QTY                      | RATE     | AMOUNT                          |
|--------------|---|--------------------------|----------|---------------------------------|
| Crs-2        | Bituminous Material For Seal Coat Project                                     | 12,500                   | 3.45     | 43,125.00                       |
| Trap 1/8"    | 1/8" Trap Rock Chips For Seal Coat Project                                    | 425                      | 50.00    | 21,250.00                       |
| Crack Fill   | Mixture For Joints & Cracks   | 1,100                    | 3.79     | 4,169.00                        |
| Mobilization | Seal Coat Crew/Equipment Mobilization For Seal Coat Project & Traffic Control | 0.90                     | 5,000.00 | <del>5,000.00</del><br>4,500.00 |
|              |   | <b>Total</b>             |          |                                 |
|              |   | 73,044.00<br>\$73,544.00 |          |                                 |

|                |                |
|----------------|----------------|
| Phone #        | Fax #          |
| (763) 391-6622 | (763) 391-6627 |

Less 5% Retainage (3652.20)

Total Due at this time \$69,391.80





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

July 1, 2015

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

Re: 2014-2015 Street Improvement Project  
Project No. 193801577  
**Contractor's Request for Payment No. 8**

Dear Mayor and Councilmembers:

Attached for your approval is Contractor's Request for Payment No. 8 for the 2014-2015 Street Improvement Project. The prime Contractor on this project is Valley Paving.

This request covers work that has been completed in June. With this payment, the total value completed to date is at 99.5% of the original contract amount. Note that the request includes a payment retainage of \$81,459.89. A retainage is generally withheld from payment until all punch-list work has been completed and final project close out documents are received and approved.

We have reviewed the contractor's payment request and found it to be in order. We recommend approval. **If the City wishes to approve this request, then payment should be made to Valley Paving, Inc. in the amount of \$332,426.99.**

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

Feel free to contact Cristina Mlejnek or me if you have any questions.

Regards,  
**STANTEC**

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

Phil Gravel  
City Engineer

Enclosures



|  |                     |
|--|---------------------|
| Owner: City of Spring Lake Park, 1301 81st Ave. NE, Spring Lake Park, Mn 55432 | Date: June 26, 2015 |
| For Period: 5/28/2015 to 6/26/2015   | Request No: 8       |
| Contractor: Valley Paving, Inc., 8800 13th Ave. E., Shakopee, MN 55379         |                     |

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

SUMMARY

|    |   |         |                 |
|----|---|---------|-----------------|
| 1  | Original Contract Amount                  |         | \$ 2,046,653.32 |
| 2  | Change Order - Addition                   | \$ 0.00 |                 |
| 3  | Change Order - Deduction                  | \$ 0.00 |                 |
| 4  | Revised Contract Amount                   |         | \$ 2,046,653.32 |
| 5  | Value Completed to Date                   |         | \$ 2,036,497.13 |
| 6  | Material on Hand                          |         | \$ 0.00         |
| 7  | Amount Earned                             |         | \$ 2,036,497.13 |
| 8  | Less Retainage 4%                         |         | \$ 81,459.89    |
| 9  | Subtotal                                  |         | \$ 1,955,037.24 |
| 10 | Less Amount Paid Previously               |         | \$ 1,622,610.26 |
| 11 | Liquidated damages -                      |         | \$ 0.00         |
| 12 | AMOUNT DUE THIS REQUEST FOR PAYMENT NO. 8 |         | \$ 332,426.99   |

Recommended for Approval by:

STANTEC

*C. M. M. 6/29/15*

Approved by Contractor:  
VALLEY PAVING, INC.

*[Signature]*

Approved by Owner:  
CITY OF SPRING LAKE PARK

\_\_\_\_\_

\_\_\_\_\_

Specified Contract Completion Date:

\_\_\_\_\_

Date:

\_\_\_\_\_

| No.              | Item   | Unit | Contract<br>Quantity | Unit<br>Price | Current<br>Quantity | Quantity<br>to Date | Amount<br>to Date |
|------------------|--|------|----------------------|---------------|---------------------|---------------------|-------------------|
| <b>BASE BID:</b> |  |      |                      |               |                     |                     |                   |
| 1                | MOBILIZATION   | LS   | 1                    | 75000.00      |                     | 0.9                 | \$67,500.00       |
| 2                | REMOVE STORM SEWER PIPE  | LF   | 626                  | 1.03          |                     | 511                 | \$526.33          |
| 3                | REMOVE CONCRETE CURB AND GUTTER  | LF   | 4059                 | 3.50          | 3946.2              | 10364.8             | \$36,276.80       |
| 4                | REMOVE CONCRETE VALLEY GUTTER  | SY   | 60                   | 6.70          | 113.4               | 212.3               | \$1,422.41        |
| 5                | REMOVE BITUMINOUS PAVEMENT   | SY   | 17930                | 1.03          | 17930               | 17930               | \$18,467.90       |
| 6                | REMOVE CONCRETE SIDEWALK   | SY   | 1082                 | 6.25          |                     | 630                 | \$3,937.50        |
| 7                | REMOVE CONCRETE DRIVEWAY   | SY   | 10                   | 20.00         |                     | 8                   | \$160.00          |
| 8                | REMOVE BITUMINOUS DRIVEWAY   | SY   | 2172                 | 3.45          | 267.1               | 1258.3              | \$4,341.14        |
| 9                | REMOVE MANHOLE OR CATCH BASIN  | EA   | 15                   | 103.00        |                     | 20                  | \$2,060.00        |
| 10               | REMOVE CASTING   | EA   | 5                    | 92.70         |                     |                     | \$0.00            |
| 11               | REMOVE GATE VALVE AND BOX  | EA   | 2                    | 154.50        |                     | 1                   | \$154.50          |
| 12               | REMOVE HYDRANT   | EA   | 1                    | 309.00        |                     | 2                   | \$618.00          |
| 13               | SAWING BITUMINOUS PAVEMENT   | LF   | 1735                 | 2.30          | 30                  | 1612                | \$3,707.60        |
| 14               | SALVAGE CHAIN LINK FENCE   | LF   | 70                   | 10.00         |                     | 70                  | \$700.00          |
| 15               | COMMON EXCAVATION (P)  | CY   | 4432                 | 7.05          |                     | 4432                | \$31,245.60       |
| 16               | SUBGRADE EXCAVATION  | CY   | 100                  | 18.85         |                     | 152                 | \$2,865.20        |
| 17               | DEWATERING   | LS   | 1                    | 5565.00       |                     | 2.07                | \$11,519.55       |
| 18               | COMMON EXCAVATION - INFILTRATION FEATURE                                     | CY   | 289                  | 16.60         | 135.8               | 135.8               | \$2,254.28        |
| 19               | SUBGRADE EXCAVATION - INFILTRATION FEATURE                                   | CY   | 60                   | 16.60         |                     |                     | \$0.00            |
| 20               | SELECT GRANULAR BORROW (CV) - INFILTRATION<br>FEATURE                        | CY   | 175                  | 24.35         | 154                 | 154                 | \$3,749.90        |
| 21               | SELECT GRANULAR BORROW MODIFIED (CV) -<br>INFILTRATION FEATURE               | CY   | 53                   | 24.35         | 27.1                | 27.1                | \$659.89          |
| 22               | STREET SWEEPER WITH OPERATOR   | HR   | 105                  | 60.00         | 43                  | 107.5               | \$6,450.00        |
| 23               | SKIDSTEER (BOBCAT) WITH OPERATOR   | HR   | 105                  | 0.01          |                     | 26                  | \$0.26            |
| 24               | WATER FOR DUST CONTROL   | MG   | 300                  | 21.00         |                     | 44                  | \$924.00          |
| 25               | AGGREGATE BASE, CLASS 5  | TN   | 20                   | 30.00         |                     | 439                 | \$13,170.00       |
| 26               | FULL DEPTH RECLAMATION   | SY   | 34694                | 0.66          | 2555                | 34694               | \$22,898.04       |
| 27               | PATCH BITUMINOUS DRIVEWAY  | SY   | 1158                 | 20.25         | 267.1               | 545.1               | \$11,038.28       |
| 28               | MILL BITUMINOUS SURFACE (1.5")   | SY   | 18                   | 10.00         |                     |                     | \$0.00            |
| 29               | BITUMINOUS MATERIAL FOR TACK COAT  | GAL  | 4927                 | 2.90          | 750                 | 4634                | \$13,438.60       |
| 30               | TYPE SP 9.5 WEARING COURSE MIXTURE (2,C)                                     | TN   | 1607                 | 67.70         | 657                 | 1695                | \$114,751.50      |
| 31               | TYPE SP 9.5 WEARING COURSE MIXTURE (3,C)                                     | TN   | 3386                 | 68.60         | 1621                | 3967                | \$272,136.20      |
| 32               | TYPE SP 12.5 NON WEARING COURSE MIXTURE (2,B)                                | TN   | 2355                 | 58.85         | 258.53              | 2183.56             | \$128,502.51      |
| 33               | TYPE SP 12.5 NON WEARING COURSE MIXTURE (2,C)                                | TN   | 1295                 | 63.25         |                     | 1097                | \$69,385.25       |
| 34               | TYPE SP 12.5 NON WEARING COURSE MIXTURE (3,B)                                | TN   | 6770                 | 57.30         |                     | 5961.17             | \$341,575.04      |
| 35               | TYPE SP 12.5 NON WEARING COURSE MIXTURE (3,C)                                | TN   | 4513                 | 64.30         |                     | 3841.25             | \$246,992.38      |
| 36               | SAW AND SEAL   | LF   | 10652                | 2.65          | 4481                | 10781               | \$28,569.65       |
| 37               | FOUNDATION PREPARATION   | SY   | 52624                | 0.50          | 6904                | 52624               | \$26,312.00       |
| 38               | 12" RC PIPE APRON  | EA   | 3                    | 721.00        |                     | 3                   | \$2,163.00        |
| 39               | 27" RC PIPE APRON  | EA   | 1                    | 1648.00       |                     | 1                   | \$1,648.00        |
| 40               | 4" PERFORATED HDPE DRAINTILE WITH FILTER SOCK AND<br>COARSE FILTER AGGREGATE | LF   | 800                  | 16.48         |                     | 800                 | \$13,184.00       |
| 41               | 12" RCP STORM SEWER, CLASS 5   | LF   | 430                  | 25.75         |                     | 486                 | \$12,514.50       |
| 42               | 18" RCP STORM SEWER, CLASS 5   | LF   | 63                   | 28.85         |                     | 63                  | \$1,817.55        |
| 43               | 24" RCP STORM SEWER, CLASS 4   | LF   | 32                   | 41.20         |                     | 32                  | \$1,318.40        |
| 44               | 27" RCP STORM SEWER, CLASS 4   | LF   | 103                  | 51.50         |                     | 103                 | \$5,304.50        |
| 45               | CONNECT TO EXISTING STORM SEWER PIPE   | EA   | 4                    | 515.00        |                     | 5                   | \$2,575.00        |
| 46               | CONNECT TO EXISTING STORM SEWER CATCH BASIN<br>OR MANHOLE                    | EA   | 3                    | 515.00        |                     | 4                   | \$2,060.00        |
| 47               | CORE DRILL CONNECT TO EXISTING STORM SEWER<br>STRUCTURE                      | EA   | 5                    | 515.00        |                     | 1                   | \$515.00          |
| 48               | CORE DRILL CONNECT TO EXISTING SANITARY SEWER<br>MANHOLE                     | EA   | 1                    | 1236.00       |                     | 1                   | \$1,236.00        |
| 49               | 8" PVC SANITARY SEWER, SDR 35  | LF   | 33                   | 46.35         |                     | 33                  | \$1,529.55        |
| 50               | INSTALL HYDRANT  | EA   | 1                    | 1854.00       |                     | 3                   | \$5,562.00        |
| 51               | ADJUST VALVE BOX   | EA   | 20                   | 390.00        |                     | 22                  | \$8,580.00        |

| No.                          | Item  | Unit | Contract | Unit     | Current  | Quantity | Amount         |
|------------------------------|---|------|----------|----------|----------|----------|----------------|
|                              |   |      | Quantity | Price    | Quantity | to Date  | to Date        |
| 52                           | CUT 6"X6" TEE INTO EXISTING watermain   | EA   | 1        | 515.00   |          | 1        | \$515.00       |
| 53                           | CUT 8"X6" TEE INTO EXISTING WATERMAIN   | EA   | 1        | 721.00   |          | 1        | \$721.00       |
| 54                           | 6" GATE VALVE AND BOX   | EA   | 5        | 1339.00  |          | 6        | \$8,034.00     |
| 55                           | 8" GATE VALVE AND BOX   | EA   | 2        | 1751.00  |          | 2        | \$3,502.00     |
| 56                           | 6" DIP watermain, CLASS 52  | LF   | 65       | 41.20    |          | 71       | \$2,925.20     |
| 57                           | 4" INSULATION   | SY   | 50       | 37.10    |          |          | \$0.00         |
| 58                           | WATERMAIN FITTINGS  | LB   | 128      | 5.15     |          | 170      | \$875.50       |
| 59                           | 2' X 3' STORM SEWER CB, INCL. R-3290-VB CSTG AND CONC ADJ RINGS                             | EA   | 13       | 1545.00  |          | 14       | \$21,630.00    |
| 60                           | CONSTRUCT 2'X3' STORM SEWER CB OVER EXISTING PIPE, INCL R-3290-VB CSTG AND CONC ADJ RINGS   | EA   | 1        | 2060.00  |          | 1        | \$2,060.00     |
| 61                           | 4' DIA STORM SEWER CBMH, INCL. R-3290-VB CSTG AND CONC ADJ RINGS                            | EA   | 5        | 2163.00  |          | 5        | \$10,815.00    |
| 62                           | CONSTRUCT 4' DIA STORM SEWER CBMH OVER EXISTING PIPE, INCL R-3290-A CSTG AND CONC ADJ RINGS | EA   | 3        | 2369.00  |          | 4        | \$9,476.00     |
| 63                           | 5' DIA STORM SEWER MH, INCL R-1642 CSTG AND CONCRETE ADJ RINGS                              | EA   | 3        | 3038.50  |          | 3        | \$9,115.50     |
| 64                           | 4' DIAMETER SANITARY MH, INCL R-1642 CSTG & HDPE ADJ RINGS                                  | EA   | 1        | 1957.00  |          | 1        | \$1,957.00     |
| 65                           | CASTING ASSEMBLY  | EA   | 5        | 450.00   |          |          | \$0.00         |
| 66                           | ADJUST CATCHBASIN CASTING, INCL NEW CONCRETE ADJ RINGS                                      | EA   | 5        | 257.00   |          | 10       | \$2,570.00     |
| 67                           | ADJUST MANHOLE CASTING, INCL NEW CONCRETE ADJ RINGS   | EA   | 70       | 1000.00  |          | 45       | \$45,000.00    |
| 68                           | RANDOM RIP RAP CLASS III  | CY   | 45       | 87.55    |          | 49       | \$4,289.95     |
| 69                           | 4" CONCRETE WALK  | SF   | 6848     | 3.00     |          | 3211     | \$9,633.00     |
| 70                           | 6" CONCRETE WALK  | SF   | 5051     | 6.35     |          | 3632     | \$23,063.20    |
| 71                           | B618 CONCRETE CURB AND GUTTER   | LF   | 4113     | 15.25    | 573.2    | 7036.8   | \$107,311.20   |
| 72                           | 7" COMMERCIAL CONCRETE DRIVEWAY APRON   | SY   | 175      | 45.00    |          | 48       | \$2,160.00     |
| 73                           | 6" RESIDENTIAL CONCRETE DRIVEWAY APRON  | SY   | 1219     | 38.70    |          | 873      | \$33,785.10    |
| 74                           | CONCRETE CURB AND GUTTER DESIGN B618 SPECIAL  | LF   | 400      | 15.25    |          | 115      | \$1,753.75     |
| 75                           | 8" CONCRETE VALLEY GUTTER   | SY   | 60       | 65.70    | 1298.3   | 1397.2   | \$91,796.04    |
| 76                           | TRUNCATED DOME PANEL  | SF   | 376      | 41.20    |          | 394      | \$16,232.80    |
| 77                           | LOOP DETECTOR DESIGN NMC PREFORMED  | EA   | 4        | 825.00   |          | 4        | \$3,300.00     |
| 78                           | INSTALL CHAIN LINK FENCE  | LF   | 70       | 10.00    |          | 70       | \$700.00       |
| 79                           | TEMPORARY MAIL BOXES  | EA   | 117      | 31.00    |          |          | \$0.00         |
| 80                           | TRAFFIC CONTROL   | LS   | 1        | 16000.00 |          | 0.9      | \$14,400.00    |
| 81                           | SILT FENCE, MS  | LF   | 4477     | 2.63     |          | 4192     | \$11,024.96    |
| 82                           | PROTECTION OF CATCH BASIN, NON-PAVED STREET   | EA   | 64       | 45.00    |          | 27       | \$1,215.00     |
| 83                           | PROTECTION OF CATCH BASIN, PAVED STREET   | EA   | 82       | 45.00    |          | 64       | \$2,880.00     |
| 84                           | SEDIMENT CONTROL LOG  | EA   | 8        | 200.00   | 5        | 6        | \$1,200.00     |
| 85                           | TOPSOIL BORROW (LV)   | CY   | 186      | 20.40    |          | 113      | \$2,305.20     |
| 86                           | SODDING, MINERAL TYPE   | SY   | 231      | 16.25    | 134      | 134      | \$2,177.50     |
| 87                           | APPLICATION OF WATER FOR TURF ESTABLISHMENT   | MG   | 15       | 265.00   |          |          | \$0.00         |
| 88                           | SEED AND HYDROMULCH   | SY   | 1107     | 10.55    | 246.1    | 3199     | \$33,749.45    |
| 89                           | PAVEMENT MESSAGE (LEFT-THRU ARROW) PAINT  | EA   | 2        | 64.00    | 2        | 2        | \$128.00       |
| 90                           | PAVEMENT MESSAGE (RIGHT-THRU ARROW) PAINT   | EA   | 2        | 64.00    | 2        | 2        | \$128.00       |
| 91                           | 4" SOLID LINE, WHITE PAINT  | LF   | 9826     | 0.12     | 6557     | 23597    | \$2,831.64     |
| 92                           | 4" SOLID LINE, YELLOW PAINT   | LF   | 3412     | 0.12     |          |          | \$0.00         |
| 93                           | 4" BROKEN LINE, YELLOW PAINT  | LF   | 2254     | 0.12     | 180      | 180      | \$21.60        |
| 94                           | 4" DOUBLE SOLID LINE, YELLOW PAINT  | LF   | 3483     | 0.25     | 3067     | 11587    | \$2,896.75     |
| 95                           | 12" STOP BAR, WHITE POLY PREFORM  | LF   | 1350     | 12.50    |          |          | \$0.00         |
| 96                           | 24" STOP BAR, WHITE POLY PREFORM  | LF   | 599      | 25.00    |          |          | \$0.00         |
| TOTAL BASE BID:              |   |      |          |          |          |          | \$2,036,497.13 |
| TOTAL BASE BID:              |   |      |          |          |          |          | \$2,036,497.13 |
| TOTAL WORK COMPLETED TO DATE |   |      |          |          |          |          | \$2,036,497.13 |

**PROJECT PAYMENT STATUS**

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

**CHANGE ORDERS**

| No.                        | Date | Description | Amount |
|----------------------------|------|-------------|--------|
|                            |      |             |        |
|                            |      |             |        |
| <b>Total Change Orders</b> |      |             |        |

**PAYMENT SUMMARY**

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

**Material on Hand**

|                       |  |                |                   |                |
|-----------------------|--|----------------|-------------------|----------------|
| Total Payment to Date |  | \$1,955,037.25 | Original Contract | \$2,046,653.32 |
| Retainage Pay No. 8   |  | 81,459.89      | Change Orders     |                |
| Total Amount Earned   |  | \$2,036,497.13 | Revised Contract  | \$2,046,653.32 |







**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

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## REPORT

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**TO:** Spring Lake Park City Council  
**FROM:** Barry L. Brainard, Code Enforcement Director  
**RE:** Code Enforcement Monthly Report for June 2015  
**DATE:** July 1, 2015

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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 June 2015, a total of 17 building, 6 fire, 2 sign, 3 zoning, 15 mechanical, and 8 plumbing permits were issued compared to a total of 43 in 2014. I conducted 93 inspections in the month of June including 22 building, 9 mechanical, 4 plumbing, 18 nuisance, 2 c.o., 24 rental, 9 fire, and 5 zoning inspections.

Also attached with this report, please find the June 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. June 2015 vacancy listing summarizes the following:

- 21 vacant/foreclosed residential properties currently posted by the Code enforcement department and/or soon to be posted. Remains the same from last month.
- 3 vacant/foreclosed commercial properties currently posted by the Code Enforcement department and/or soon to be posted. Up one from last month.
- 19 residential properties currently occupied and ready for Sheriff Sale's redemption. Up three from last month.

In June of 2015, I posted one abandoned property, as well as conducted two certificate of occupancy inspection. Also in the month of June, I issued five (5) administrative offense tickets as well as 18 violation notices were issued by the Code Enforcement Department.

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

|  |     |
|--|-----|
| Building/Mechanical/Plumbing/Zoning Inspections: | 40% |
| Vacant and Foreclosed Inspections:               | 4%  |
| Rental and Certificate of Occupancy Inspections: | 26% |
| Fire Inspections:                                | 10% |
| Nuisance Inspections:                            | 20% |

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

- City Council meetings on June 1st.
- Department Head meeting on June 2<sup>nd</sup> and 16<sup>th</sup>.
- Fire Department Marshals Meeting on June 11<sup>th</sup>.
- Convoy of Hope meeting with Chief of Police on the 12<sup>th</sup>.
- Code review meeting on June 24<sup>th</sup>, with Substance Church DBA Architects and General Contractor Superintendent from McGough.

As we are in the full swing of summer, I produced a handout for all Spring Lake Park residents to remind them of some of our maintenance standards for the outside of their property. I included this summer standards information in the summer newsletter recently mailed to all residents.

This concludes the Code Enforcement Department monthly report for June 2015. If anyone has any questions or concerns regarding my report, I would be happy to answer them at this time.

City of Spring Lake Park  
Permits Issued & Fees Report - Summary  
Issued Date From: 6/1/2015 To: 6/30/2015  
Permit Type: All Property Type: All Construction Type: All  
Include YTD: Yes Status: Not Voided

| Permit Kind                   | Permit Count | Dwell Units | Valuation    | Revenue   | Plan Check | State Surcharge | Park Fees | SAC Fees | Total Fees |
|-------------------------------|--------------|-------------|--------------|-----------|------------|-----------------|-----------|----------|------------|
| Permit Type: BUILDING         |              |             |              |           |            |                 |           |          |            |
| COMMERCIAL ALTERATION         |              |             |              |           |            |                 |           |          |            |
| Period                        | 1            | 0           | 10,000.00    | 210.14    | 136.59     | 5.00            |           |          | 351.73     |
| YTD                           | 9            | 0           | 5,614,391.93 | 32,818.95 | 21,332.30  | 1,665.45        |           |          | 55,866.70  |
| COMMERCIAL DEMOLITION         |              |             |              |           |            |                 |           |          |            |
| Period                        | 0            |             |              |           |            |                 |           |          |            |
| YTD                           | 1            | 0           |              | 200.00    |            |                 |           |          | 200.00     |
| COMMERCIAL DOOR REPLACEMENT   |              |             |              |           |            |                 |           |          |            |
| Period                        | 1            | 0           | 10,500.00    | 218.31    | 141.90     | 5.25            |           |          | 365.46     |
| YTD                           | 1            | 0           | 10,500.00    | 218.31    | 141.90     | 5.25            |           |          | 365.46     |
| COMMERCIAL ROOFING            |              |             |              |           |            |                 |           |          |            |
| Period                        | 2            | 0           | 184,729.00   | 2,117.65  | 1,376.47   | 92.37           |           |          | 3,686.49   |
| YTD                           | 3            | 0           | 186,229.00   | 2,188.61  | 1,376.47   | 93.12           |           |          | 3,758.20   |
| COMMERCIAL SIDING             |              |             |              |           |            |                 |           |          |            |
| Period                        | 0            |             |              |           |            |                 |           |          |            |
| YTD                           | 1            | 0           | 4,450.00     | 119.46    |            | 2.23            |           |          | 121.69     |
| COMMERCIAL SOLAR ARRAY SYSTEM |              |             |              |           |            |                 |           |          |            |
| Period                        | 1            | 0           | 40,000.00    | 628.07    | 408.25     | 20.00           |           |          | 1,056.32   |
| YTD                           | 1            | 0           | 40,000.00    | 628.07    | 408.25     | 20.00           |           |          | 1,056.32   |
| MOBILE HOME ROOFING           |              |             |              |           |            |                 |           |          |            |
| Period                        | 0            |             |              |           |            |                 |           |          |            |
| YTD                           | 1            | 0           | 5,293.00     | 133.23    |            | 2.65            |           |          | 135.88     |
| MOBILE HOME SIDING            |              |             |              |           |            |                 |           |          |            |
| Period                        | 0            |             |              |           |            |                 |           |          |            |
| YTD                           | 1            | 0           | 2,000.00     | 90.96     |            | 1.00            |           |          | 91.96      |
| MULTI-FAMILY REMODEL          |              |             |              |           |            |                 |           |          |            |
| Period                        | 0            |             |              |           |            |                 |           |          |            |

| Permit Kind                    | Permit Count | Dwell Units | Valuation | Revenue   | Plan Check | State Surcharge | Park Fees | SAC Units | SAC Fees | Total Fees |
|--------------------------------|--------------|-------------|-----------|-----------|------------|-----------------|-----------|-----------|----------|------------|
| Permit Type: BUILDING          |              |             |           |           |            |                 |           |           |          |            |
| MULTI-FAMILY ROOFING           |              |             |           |           |            |                 |           |           |          |            |
|                                | YTD          | 1           | 0         | 1,000.00  | 50.96      | 0.50            |           |           |          | 51.46      |
|                                | Period       | 0           |           |           |            |                 |           |           |          |            |
|                                | YTD          | 2           | 0         | 28,000.00 | 551.00     | 14.00           |           |           |          | 565.00     |
| SINGLE FAMILY ADDITION         |              |             |           |           |            |                 |           |           |          |            |
|                                | Period       | 0           |           |           |            |                 |           |           |          |            |
|                                | YTD          | 1           | 0         | 47,403.00 | 718.24     | 23.70           |           |           |          | 1,208.80   |
| SINGLE FAMILY ALTERATION       |              |             |           |           |            |                 |           |           |          |            |
|                                | Period       | 0           |           |           |            |                 |           |           |          |            |
|                                | YTD          | 3           | 0         | 16,529.00 | 410.31     | 8.26            |           |           |          | 685.28     |
| SINGLE FAMILY BASEMENT FINISH  |              |             |           |           |            |                 |           |           |          |            |
|                                | Period       | 0           |           |           |            |                 |           |           |          |            |
|                                | YTD          | 2           | 0         | 11,045.00 | 262.90     | 5.52            |           |           |          | 268.42     |
| SINGLE FAMILY DECK             |              |             |           |           |            |                 |           |           |          |            |
|                                | Period       | 2           | 0         | 8,298.56  | 229.11     | 4.15            |           |           |          | 382.18     |
|                                | YTD          | 4           | 0         | 15,561.68 | 433.90     | 7.78            |           |           |          | 723.71     |
| SINGLE FAMILY DEMOLITION       |              |             |           |           |            |                 |           |           |          |            |
|                                | Period       | 0           |           |           |            |                 |           |           |          |            |
|                                | YTD          | 1           | 0         |           | 50.00      |                 |           |           |          | 50.00      |
| SINGLE FAMILY DOOR REPLACEMENT |              |             |           |           |            |                 |           |           |          |            |
|                                | Period       | 1           | 0         | 500.00    | 31.00      | 0.25            |           |           |          | 31.25      |
|                                | YTD          | 3           | 0         | 6,734.00  | 202.76     | 3.37            |           |           |          | 206.13     |
| SINGLE FAMILY EGRESS WINDOW    |              |             |           |           |            |                 |           |           |          |            |
|                                | Period       | 0           |           |           |            |                 |           |           |          |            |
|                                | YTD          | 4           | 0         | 13,900.00 | 397.26     | 6.95            |           |           |          | 659.18     |
| SINGLE FAMILY INSULATION       |              |             |           |           |            |                 |           |           |          |            |
|                                | Period       | 0           |           |           |            |                 |           |           |          |            |
|                                | YTD          | 2           | 0         | 13,446.00 | 299.83     | 11.25           |           |           |          | 311.08     |
| SINGLE FAMILY PLUMBING         |              |             |           |           |            |                 |           |           |          |            |
|                                | Period       | 0           |           |           |            |                 |           |           |          |            |
|                                | YTD          | 1           | 0         |           | 45.00      | 5.00            |           |           |          | 50.00      |

| Permit Kind                             | Permit Count | Dwell Units | Valuation    | Revenue   | Plan Check | State Surcharge | Park Fees | SAC Units | SAC Fees | Total Fees |
|---|--------------|-------------|--------------|-----------|------------|-----------------|-----------|-----------|----------|------------|
| <b>Permit Type: BUILDING</b>            |              |             |              |           |            |                 |           |           |          |            |
| <b>SINGLE FAMILY REMODEL</b>            |              |             |              |           |            |                 |           |           |          |            |
|   | Period       | 0           |              |           |            |                 |           |           |          |            |
|   | YTD          | 3           | 55,188.00    | 1,016.33  | 662.37     | 27.59           |           |           |          | 1,701.29   |
| <b>SINGLE FAMILY ROOFING</b>            |              |             |              |           |            |                 |           |           |          |            |
|   | Period       | 3           | 19,100.00    | 457.32    | 5.00       | 9.55            |           |           |          | 466.87     |
|   | YTD          | 11          | 81,590.00    | 1,857.35  | 10.00      | 40.80           |           |           |          | 1,898.15   |
| <b>SINGLE FAMILY SIDING</b>             |              |             |              |           |            |                 |           |           |          |            |
|   | Period       | 1           | 7,500.00     | 174.29    | 5.00       | 3.75            |           |           |          | 178.04     |
|   | YTD          | 4           | 43,211.00    | 893.67    | 5.00       | 21.61           |           |           |          | 915.28     |
| <b>SINGLE FAMILY TRUSS WORK</b>         |              |             |              |           |            |                 |           |           |          |            |
|   | Period       | 0           |              |           |            |                 |           |           |          |            |
|   | YTD          | 1           | 6,000.00     | 144.78    |            | 3.00            |           |           |          | 147.78     |
| <b>SINGLE FAMILY WINDOW REPLACEMENT</b> |              |             |              |           |            |                 |           |           |          |            |
|   | Period       | 5           | 25,255.00    | 614.45    | 5.00       | 12.63           |           |           |          | 627.08     |
|   | YTD          | 19          | 126,931.00   | 2,919.67  | 10.00      | 63.48           |           |           |          | 2,983.15   |
| <b>Permit Type: BUILDING - Totals</b>   |              |             |              |           |            |                 |           |           |          |            |
|   | Period       | 17          | 305,882.56   | 4,680.34  | 2,227.13   | 152.95          |           |           |          | 7,145.42   |
|   | YTD          | 80          | 6,329,402.61 | 46,651.55 | 25,221.86  | 2,032.51        |           |           |          | 74,020.92  |
| <b>Permit Type: FIRE ALARM</b>          |              |             |              |           |            |                 |           |           |          |            |
| <b>COMMERCIAL FIRE ALARM</b>            |              |             |              |           |            |                 |           |           |          |            |
|   | Period       | 1           | 0            | 68.99     | 6.78       |                 |           |           |          | 75.77      |
|   | YTD          | 1           | 0            | 68.99     | 6.78       |                 |           |           |          | 75.77      |
| <b>Permit Type: FIRE ALARM - Totals</b> |              |             |              |           |            |                 |           |           |          |            |
|   | Period       | 1           | 0            | 68.99     | 6.78       |                 |           |           |          | 75.77      |
|   | YTD          | 1           | 0            | 68.99     | 6.78       |                 |           |           |          | 75.77      |
| <b>Permit Type: FIRE SUPPRESSION</b>    |              |             |              |           |            |                 |           |           |          |            |
| <b>COMMERCIAL FIRE SUPPRESSION</b>      |              |             |              |           |            |                 |           |           |          |            |

| Permit Kind                                   | Permit Count | Dwell Units | Valuation | Revenue  | Plan Check | State Surcharge | Park Fees | SAC Units | SAC Fees | Total Fees |
|---|--------------|-------------|-----------|----------|------------|-----------------|-----------|-----------|----------|------------|
| <b>Permit Type: FIRE SUPPRESSION</b>          |              |             |           |          |            |                 |           |           |          |            |
| MULTI-FAMILY FIRE SUPPRESSION                 | Period       | 4           | 0         | 291.58   | 35.50      | 1.70            |           |           |          | 328.78     |
|   | YTD          | 7           | 0         | 2,491.67 | 328.08     | 67.43           |           |           |          | 2,887.18   |
|   | Period       | 0           |           |          |            |                 |           |           |          |            |
| PUBLIC FIRE SUPPRESSION                       | YTD          | 1           | 0         | 412.50   | 26.81      | 13.75           |           |           |          | 453.06     |
|   | Period       | 1           | 0         |          |            |                 |           |           |          |            |
|   | YTD          | 1           | 0         |          |            |                 |           |           |          |            |
| <b>Permit Type: FIRE SUPPRESSION - Totals</b> |              |             |           |          |            |                 |           |           |          |            |
| COMMERCIAL HEATING, VENT & AC                 | Period       | 5           | 0         | 291.58   | 35.50      | 1.70            |           |           |          | 328.78     |
|   | YTD          | 9           | 0         | 2,904.17 | 354.89     | 81.18           |           |           |          | 3,340.24   |
|   | Period       |             |           |          |            |                 |           |           |          |            |
| <b>Permit Type: MECHANICAL</b>                |              |             |           |          |            |                 |           |           |          |            |
| COMMERCIAL HEATING, VENT & AC                 | Period       | 1           | 0         | 6,808.72 |            | 170.22          |           |           |          | 6,978.94   |
|   | YTD          | 3           | 0         | 7,688.70 |            | 192.22          |           |           |          | 7,880.92   |
|   | Period       |             |           |          |            |                 |           |           |          |            |
| COMMERCIAL HVAC - COMMERCIAL MINIMUM          | YTD          | 0           |           |          |            |                 |           |           |          |            |
|   | Period       | 0           |           |          |            |                 |           |           |          |            |
|   | YTD          | 2           | 0         | 160.00   |            | 10.00           |           |           |          | 170.00     |
| SINGLE FAMILY HEATING, VENT & AC              | Period       | 5           | 0         | 250.00   |            | 25.00           |           |           |          | 275.00     |
|   | YTD          | 12          | 0         | 590.00   |            | 60.00           |           |           |          | 650.00     |
|   | Period       |             |           |          |            |                 |           |           |          |            |
| SINGLE FAMILY HVAC - RESIDENTIAL SINGLE       | YTD          | 9           | 0         | 360.00   |            | 45.00           |           |           |          | 405.00     |
|   | Period       | 20          | 0         | 800.00   |            | 100.00          |           |           |          | 900.00     |
|   | YTD          |             |           |          |            |                 |           |           |          |            |
| <b>Permit Type: MECHANICAL - Totals</b>       |              |             |           |          |            |                 |           |           |          |            |
| SINGLE FAMILY HEATING, VENT & AC              | Period       | 15          | 0         | 7,418.72 |            | 240.22          |           |           |          | 7,658.94   |
|   | YTD          | 37          | 0         | 9,238.70 |            | 362.22          |           |           |          | 9,600.92   |
|   | Period       |             |           |          |            |                 |           |           |          |            |

| Permit Kind                             | Permit Count | Dwell Units | Valuation | Revenue  | Plan Check | State Surcharge | Park Fees | SAC Units | SAC Fees | Total Fees |
|---|--------------|-------------|-----------|----------|------------|-----------------|-----------|-----------|----------|------------|
| <b>Permit Type: PLUMBING</b>            |              |             |           |          |            |                 |           |           |          |            |
| <b>COMMERCIAL PLUMBING</b>              |              |             |           |          |            |                 |           |           |          |            |
| Period                                  | 2            | 0           |           | 683.00   |            | 10.00           |           |           |          | 693.00     |
| YTD                                     | 5            | 0           |           | 1,028.00 |            | 25.00           |           |           |          | 1,053.00   |
| <b>SINGLE FAMILY PLUMBING</b>           |              |             |           |          |            |                 |           |           |          |            |
| Period                                  | 6            | 0           |           | 270.00   |            | 30.00           |           |           |          | 300.00     |
| YTD                                     | 23           | 0           |           | 1,035.00 |            | 115.00          |           |           |          | 1,150.00   |
| <b>Permit Type: PLUMBING - Totals</b>   |              |             |           |          |            |                 |           |           |          |            |
| Period                                  | 8            | 0           |           | 953.00   |            | 40.00           |           |           |          | 993.00     |
| YTD                                     | 28           | 0           |           | 2,063.00 |            | 140.00          |           |           |          | 2,203.00   |
| <b>Permit Type: SIGN</b>                |              |             |           |          |            |                 |           |           |          |            |
| <b>COMMERCIAL SIGN PERMANENT</b>        |              |             |           |          |            |                 |           |           |          |            |
| Period                                  | 1            | 0           |           | 444.00   |            |                 |           |           |          | 444.00     |
| YTD                                     | 3            | 0           |           | 564.00   |            |                 |           |           |          | 564.00     |
| <b>COMMERCIAL SIGN TEMPORARY</b>        |              |             |           |          |            |                 |           |           |          |            |
| Period                                  | 1            | 0           |           | 70.00    |            |                 |           |           |          | 70.00      |
| YTD                                     | 3            | 0           |           | 385.00   |            |                 |           |           |          | 385.00     |
| <b>Permit Type: SIGN - Totals</b>       |              |             |           |          |            |                 |           |           |          |            |
| Period                                  | 2            | 0           |           | 514.00   |            |                 |           |           |          | 514.00     |
| YTD                                     | 6            | 0           |           | 949.00   |            |                 |           |           |          | 949.00     |
| <b>Permit Type: ZONING</b>              |              |             |           |          |            |                 |           |           |          |            |
| <b>COMMERCIAL FENCE</b>                 |              |             |           |          |            |                 |           |           |          |            |
| Period                                  | 0            |             |           |          |            |                 |           |           |          |            |
| YTD                                     | 1            | 0           |           | 45.00    |            |                 |           |           |          | 45.00      |
| <b>SINGLE FAMILY ACCESSORY BUILDING</b> |              |             |           |          |            |                 |           |           |          |            |
| Period                                  | 0            |             |           |          |            |                 |           |           |          |            |
| YTD                                     | 4            | 0           |           | 180.00   |            |                 |           |           |          | 180.00     |
| <b>SINGLE FAMILY DRIVEWAY</b>           |              |             |           |          |            |                 |           |           |          |            |

| Permit Kind                  | Permit Count | Dwell Units | Valuation | Revenue        | Plan Check | State Surcharge | Park Fees | SAC Units | SAC Fees | Total Fees |
|------------------------------|--------------|-------------|-----------|----------------|------------|-----------------|-----------|-----------|----------|------------|
| Permit Type: ZONING          |              |             |           |                |            |                 |           |           |          |            |
| SINGLE FAMILY FENCE          | Period       | 2           | 0         | 90.00          |            |                 |           |           |          | 90.00      |
|                              | YTD          | 5           | 0         | 225.00         |            |                 |           |           |          | 225.00     |
|                              | Period       | 1           | 0         | 45.00          |            |                 |           |           |          | 45.00      |
|                              | YTD          | 7           | 0         | 320.00         | 5.00       |                 |           |           |          | 320.00     |
| Permit Type: ZONING - Totals |              |             |           |                |            |                 |           |           |          |            |
|                              | Period       | 3           | 0         | 135.00         |            |                 |           |           |          | 135.00     |
|                              | YTD          | 17          | 0         | 770.00         | 5.00       |                 |           |           |          | 770.00     |
| Report Total                 |              |             |           |                |            |                 |           |           |          |            |
|                              | Period       | 51          | 0         | \$305,882.56   | 14,061.63  | 2,269.41        | 434.87    |           |          | 16,850.91  |
|                              | YTD          | 178         | 0         | \$6,329,402.61 | 62,645.41  | 25,588.53       | 2,615.91  |           |          | 90,959.85  |



City of Spring Lake Park  
Permits Issued & Fees Report - Summary  
Issued Date From: 6/1/2015 To: 6/30/2015  
Permit Type: All Property Type: All Construction Type: All  
Include YTD: Yes Status: Not Voided

| Permit Kind                   | Permit Count | Dwell Units | Valuation    | Revenue   | Plan Check | State Surcharge | Park Fees | SAC Fees | Total Fees |
|-------------------------------|--------------|-------------|--------------|-----------|------------|-----------------|-----------|----------|------------|
| Permit Type: BUILDING         |              |             |              |           |            |                 |           |          |            |
| COMMERCIAL ALTERATION         |              |             |              |           |            |                 |           |          |            |
| Period                        | 1            | 0           | 10,000.00    | 210.14    | 136.59     | 5.00            |           |          | 351.73     |
| YTD                           | 9            | 0           | 5,614,391.93 | 32,818.95 | 21,332.30  | 1,665.45        |           |          | 55,866.70  |
| COMMERCIAL DEMOLITION         |              |             |              |           |            |                 |           |          |            |
| Period                        | 0            |             |              |           |            |                 |           |          |            |
| YTD                           | 1            | 0           |              | 200.00    |            |                 |           |          | 200.00     |
| COMMERCIAL DOOR REPLACEMENT   |              |             |              |           |            |                 |           |          |            |
| Period                        | 1            | 0           | 10,500.00    | 218.31    | 141.90     | 5.25            |           |          | 365.46     |
| YTD                           | 1            | 0           | 10,500.00    | 218.31    | 141.90     | 5.25            |           |          | 365.46     |
| COMMERCIAL ROOFING            |              |             |              |           |            |                 |           |          |            |
| Period                        | 2            | 0           | 184,729.00   | 2,117.65  | 1,376.47   | 92.37           |           |          | 3,686.49   |
| YTD                           | 3            | 0           | 186,229.00   | 2,188.61  | 1,376.47   | 93.12           |           |          | 3,758.20   |
| COMMERCIAL SIDING             |              |             |              |           |            |                 |           |          |            |
| Period                        | 0            |             |              |           |            |                 |           |          |            |
| YTD                           | 1            | 0           | 4,450.00     | 119.46    |            | 2.23            |           |          | 121.69     |
| COMMERCIAL SOLAR ARRAY SYSTEM |              |             |              |           |            |                 |           |          |            |
| Period                        | 1            | 0           | 40,000.00    | 628.07    | 408.25     | 20.00           |           |          | 1,056.32   |
| YTD                           | 1            | 0           | 40,000.00    | 628.07    | 408.25     | 20.00           |           |          | 1,056.32   |
| MOBILE HOME ROOFING           |              |             |              |           |            |                 |           |          |            |
| Period                        | 0            |             |              |           |            |                 |           |          |            |
| YTD                           | 1            | 0           | 5,293.00     | 133.23    |            | 2.65            |           |          | 135.88     |
| MOBILE HOME SIDING            |              |             |              |           |            |                 |           |          |            |
| Period                        | 0            |             |              |           |            |                 |           |          |            |
| YTD                           | 1            | 0           | 2,000.00     | 90.96     |            | 1.00            |           |          | 91.96      |
| MULTI-FAMILY REMODEL          |              |             |              |           |            |                 |           |          |            |
| Period                        | 0            |             |              |           |            |                 |           |          |            |

| Permit Kind                    | Permit Count | Dwell Units | Valuation | Revenue   | Plan Check | State Surcharge | Park Fees | SAC Units | SAC Fees | Total Fees |
|--------------------------------|--------------|-------------|-----------|-----------|------------|-----------------|-----------|-----------|----------|------------|
| Permit Type: BUILDING          |              |             |           |           |            |                 |           |           |          |            |
| MULTI-FAMILY ROOFING           |              |             |           |           |            |                 |           |           |          |            |
|                                | YTD          | 1           | 0         | 1,000.00  | 50.96      | 0.50            |           |           |          | 51.46      |
|                                | Period       | 0           |           |           |            |                 |           |           |          |            |
|                                | YTD          | 2           | 0         | 28,000.00 | 551.00     | 14.00           |           |           |          | 565.00     |
| SINGLE FAMILY ADDITION         |              |             |           |           |            |                 |           |           |          |            |
|                                | Period       | 0           |           |           |            |                 |           |           |          |            |
|                                | YTD          | 1           | 0         | 47,403.00 | 718.24     | 23.70           |           |           |          | 1,208.80   |
| SINGLE FAMILY ALTERATION       |              |             |           |           |            |                 |           |           |          |            |
|                                | Period       | 0           |           |           |            |                 |           |           |          |            |
|                                | YTD          | 3           | 0         | 16,529.00 | 410.31     | 8.26            |           |           |          | 685.28     |
| SINGLE FAMILY BASEMENT FINISH  |              |             |           |           |            |                 |           |           |          |            |
|                                | Period       | 0           |           |           |            |                 |           |           |          |            |
|                                | YTD          | 2           | 0         | 11,045.00 | 262.90     | 5.52            |           |           |          | 268.42     |
| SINGLE FAMILY DECK             |              |             |           |           |            |                 |           |           |          |            |
|                                | Period       | 2           | 0         | 8,298.56  | 229.11     | 4.15            |           |           |          | 382.18     |
|                                | YTD          | 4           | 0         | 15,561.68 | 433.90     | 7.78            |           |           |          | 723.71     |
| SINGLE FAMILY DEMOLITION       |              |             |           |           |            |                 |           |           |          |            |
|                                | Period       | 0           |           |           |            |                 |           |           |          |            |
|                                | YTD          | 1           | 0         |           | 50.00      |                 |           |           |          | 50.00      |
| SINGLE FAMILY DOOR REPLACEMENT |              |             |           |           |            |                 |           |           |          |            |
|                                | Period       | 1           | 0         | 500.00    | 31.00      | 0.25            |           |           |          | 31.25      |
|                                | YTD          | 3           | 0         | 6,734.00  | 202.76     | 3.37            |           |           |          | 206.13     |
| SINGLE FAMILY EGRESS WINDOW    |              |             |           |           |            |                 |           |           |          |            |
|                                | Period       | 0           |           |           |            |                 |           |           |          |            |
|                                | YTD          | 4           | 0         | 13,900.00 | 397.26     | 6.95            |           |           |          | 659.18     |
| SINGLE FAMILY INSULATION       |              |             |           |           |            |                 |           |           |          |            |
|                                | Period       | 0           |           |           |            |                 |           |           |          |            |
|                                | YTD          | 2           | 0         | 13,446.00 | 299.83     | 11.25           |           |           |          | 311.08     |
| SINGLE FAMILY PLUMBING         |              |             |           |           |            |                 |           |           |          |            |
|                                | Period       | 0           |           |           |            |                 |           |           |          |            |
|                                | YTD          | 1           | 0         |           | 45.00      | 5.00            |           |           |          | 50.00      |

| Permit Kind                             | Permit Count | Dwell Units | Valuation | Revenue      | Plan Check | State Surcharge | Park Fees | SAC Units | SAC Fees | Total Fees |
|---|--------------|-------------|-----------|--------------|------------|-----------------|-----------|-----------|----------|------------|
| <b>Permit Type: BUILDING</b>            |              |             |           |              |            |                 |           |           |          |            |
| <b>SINGLE FAMILY REMODEL</b>            |              |             |           |              |            |                 |           |           |          |            |
|   | Period       | 0           |           |              |            |                 |           |           |          |            |
|   | YTD          | 3           | 0         | 55,188.00    | 1,016.33   | 662.37          | 27.59     |           |          | 1,701.29   |
| <b>SINGLE FAMILY ROOFING</b>            |              |             |           |              |            |                 |           |           |          |            |
|   | Period       | 3           | 0         | 19,100.00    | 457.32     | 5.00            | 9.55      |           |          | 466.87     |
|   | YTD          | 11          | 0         | 81,590.00    | 1,857.35   | 10.00           | 40.80     |           |          | 1,898.15   |
| <b>SINGLE FAMILY SIDING</b>             |              |             |           |              |            |                 |           |           |          |            |
|   | Period       | 1           | 0         | 7,500.00     | 174.29     | 5.00            | 3.75      |           |          | 178.04     |
|   | YTD          | 4           | 0         | 43,211.00    | 893.67     | 5.00            | 21.61     |           |          | 915.28     |
| <b>SINGLE FAMILY TRUSS WORK</b>         |              |             |           |              |            |                 |           |           |          |            |
|   | Period       | 0           |           |              |            |                 |           |           |          |            |
|   | YTD          | 1           | 0         | 6,000.00     | 144.78     |                 | 3.00      |           |          | 147.78     |
| <b>SINGLE FAMILY WINDOW REPLACEMENT</b> |              |             |           |              |            |                 |           |           |          |            |
|   | Period       | 5           | 0         | 25,255.00    | 614.45     | 5.00            | 12.63     |           |          | 627.08     |
|   | YTD          | 19          | 0         | 126,931.00   | 2,919.67   | 10.00           | 63.48     |           |          | 2,983.15   |
| <b>Permit Type: BUILDING - Totals</b>   |              |             |           |              |            |                 |           |           |          |            |
|   | Period       | 17          | 0         | 305,882.56   | 4,680.34   | 2,227.13        | 152.95    |           |          | 7,145.42   |
|   | YTD          | 80          | 0         | 6,329,402.61 | 46,651.55  | 25,221.86       | 2,032.51  |           |          | 74,020.92  |
| <b>Permit Type: FIRE ALARM</b>          |              |             |           |              |            |                 |           |           |          |            |
| <b>COMMERCIAL FIRE ALARM</b>            |              |             |           |              |            |                 |           |           |          |            |
|   | Period       | 1           | 0         |              | 68.99      | 6.78            |           |           |          | 75.77      |
|   | YTD          | 1           | 0         |              | 68.99      | 6.78            |           |           |          | 75.77      |
| <b>Permit Type: FIRE ALARM - Totals</b> |              |             |           |              |            |                 |           |           |          |            |
|   | Period       | 1           | 0         |              | 68.99      | 6.78            |           |           |          | 75.77      |
|   | YTD          | 1           | 0         |              | 68.99      | 6.78            |           |           |          | 75.77      |
| <b>Permit Type: FIRE SUPPRESSION</b>    |              |             |           |              |            |                 |           |           |          |            |
| <b>COMMERCIAL FIRE SUPPRESSION</b>      |              |             |           |              |            |                 |           |           |          |            |

| Permit Kind                                    | Permit Count | Dwell Units | Valuation | Revenue  | Plan Check | State Surcharge | Park Fees | SAC Units | SAC Fees | Total Fees |
|--|--------------|-------------|-----------|----------|------------|-----------------|-----------|-----------|----------|------------|
| <b>Permit Type: FIRE SUPPRESSION</b>           |              |             |           |          |            |                 |           |           |          |            |
| MULTI-FAMILY FIRE SUPPRESSION                  | Period       | 4           | 0         | 291.58   | 35.50      | 1.70            |           |           |          | 328.78     |
|  | YTD          | 7           | 0         | 2,491.67 | 328.08     | 67.43           |           |           |          | 2,887.18   |
| PUBLIC FIRE SUPPRESSION                        | Period       | 0           |           |          |            |                 |           |           |          |            |
|  | YTD          | 1           | 0         | 412.50   | 26.81      | 13.75           |           |           |          | 453.06     |
| <b>Permit Type: FIRE SUPPRESSION - Totals</b>  |              |             |           |          |            |                 |           |           |          |            |
|  | Period       | 5           | 0         | 291.58   | 35.50      | 1.70            |           |           |          | 328.78     |
|  | YTD          | 9           | 0         | 2,904.17 | 354.89     | 81.18           |           |           |          | 3,340.24   |
| <b>Permit Type: MECHANICAL</b>                 |              |             |           |          |            |                 |           |           |          |            |
| <b>COMMERCIAL HEATING, VENT &amp; AC</b>       |              |             |           |          |            |                 |           |           |          |            |
|  | Period       | 1           | 0         | 6,808.72 |            | 170.22          |           |           |          | 6,978.94   |
|  | YTD          | 3           | 0         | 7,688.70 |            | 192.22          |           |           |          | 7,880.92   |
| <b>COMMERCIAL HVAC - COMMERCIAL MINIMUM</b>    |              |             |           |          |            |                 |           |           |          |            |
|  | Period       | 0           |           |          |            |                 |           |           |          |            |
|  | YTD          | 2           | 0         | 160.00   |            | 10.00           |           |           |          | 170.00     |
| <b>SINGLE FAMILY HEATING, VENT &amp; AC</b>    |              |             |           |          |            |                 |           |           |          |            |
|  | Period       | 5           | 0         | 250.00   |            | 25.00           |           |           |          | 275.00     |
|  | YTD          | 12          | 0         | 590.00   |            | 60.00           |           |           |          | 650.00     |
| <b>SINGLE FAMILY HVAC - RESIDENTIAL SINGLE</b> |              |             |           |          |            |                 |           |           |          |            |
|  | Period       | 9           | 0         | 360.00   |            | 45.00           |           |           |          | 405.00     |
|  | YTD          | 20          | 0         | 800.00   |            | 100.00          |           |           |          | 900.00     |
| <b>Permit Type: MECHANICAL - Totals</b>        |              |             |           |          |            |                 |           |           |          |            |
|  | Period       | 15          | 0         | 7,418.72 |            | 240.22          |           |           |          | 7,658.94   |
|  | YTD          | 37          | 0         | 9,238.70 |            | 362.22          |           |           |          | 9,600.92   |

| Permit Kind                             | Permit Count | Dwell Units | Valuation | Revenue  | Plan Check | State Surcharge | Park Fees | SAC Units | SAC Fees | Total Fees |
|---|--------------|-------------|-----------|----------|------------|-----------------|-----------|-----------|----------|------------|
| <b>Permit Type: PLUMBING</b>            |              |             |           |          |            |                 |           |           |          |            |
| <b>COMMERCIAL PLUMBING</b>              |              |             |           |          |            |                 |           |           |          |            |
|   | Period       | 2           | 0         | 683.00   |            | 10.00           |           |           |          | 693.00     |
|   | YTD          | 5           | 0         | 1,028.00 |            | 25.00           |           |           |          | 1,053.00   |
| <b>SINGLE FAMILY PLUMBING</b>           |              |             |           |          |            |                 |           |           |          |            |
|   | Period       | 6           | 0         | 270.00   |            | 30.00           |           |           |          | 300.00     |
|   | YTD          | 23          | 0         | 1,035.00 |            | 115.00          |           |           |          | 1,150.00   |
| <b>Permit Type: PLUMBING - Totals</b>   |              |             |           |          |            |                 |           |           |          |            |
|   | Period       | 8           | 0         | 953.00   |            | 40.00           |           |           |          | 993.00     |
|   | YTD          | 28          | 0         | 2,063.00 |            | 140.00          |           |           |          | 2,203.00   |
| <b>Permit Type: SIGN</b>                |              |             |           |          |            |                 |           |           |          |            |
| <b>COMMERCIAL SIGN PERMANENT</b>        |              |             |           |          |            |                 |           |           |          |            |
|   | Period       | 1           | 0         | 444.00   |            |                 |           |           |          | 444.00     |
|   | YTD          | 3           | 0         | 564.00   |            |                 |           |           |          | 564.00     |
| <b>COMMERCIAL SIGN TEMPORARY</b>        |              |             |           |          |            |                 |           |           |          |            |
|   | Period       | 1           | 0         | 70.00    |            |                 |           |           |          | 70.00      |
|   | YTD          | 3           | 0         | 385.00   |            |                 |           |           |          | 385.00     |
| <b>Permit Type: SIGN - Totals</b>       |              |             |           |          |            |                 |           |           |          |            |
|   | Period       | 2           | 0         | 514.00   |            |                 |           |           |          | 514.00     |
|   | YTD          | 6           | 0         | 949.00   |            |                 |           |           |          | 949.00     |
| <b>Permit Type: ZONING</b>              |              |             |           |          |            |                 |           |           |          |            |
| <b>COMMERCIAL FENCE</b>                 |              |             |           |          |            |                 |           |           |          |            |
|   | Period       | 0           |           |          |            |                 |           |           |          |            |
|   | YTD          | 1           | 0         | 45.00    |            |                 |           |           |          | 45.00      |
| <b>SINGLE FAMILY ACCESSORY BUILDING</b> |              |             |           |          |            |                 |           |           |          |            |
|   | Period       | 0           |           |          |            |                 |           |           |          |            |
|   | YTD          | 4           | 0         | 180.00   |            |                 |           |           |          | 180.00     |
| <b>SINGLE FAMILY DRIVEWAY</b>           |              |             |           |          |            |                 |           |           |          |            |

| Permit Kind                  | Permit Count | Dwell Units | Valuation | Revenue        | Plan Check | State Surcharge | Park Fees | SAC Units | SAC Fees | Total Fees |
|------------------------------|--------------|-------------|-----------|----------------|------------|-----------------|-----------|-----------|----------|------------|
| Permit Type: ZONING          |              |             |           |                |            |                 |           |           |          |            |
| SINGLE FAMILY FENCE          | Period       | 2           | 0         | 90.00          |            |                 |           |           |          | 90.00      |
|                              | YTD          | 5           | 0         | 225.00         |            |                 |           |           |          | 225.00     |
|                              | Period       | 1           | 0         | 45.00          |            |                 |           |           |          | 45.00      |
|                              | YTD          | 7           | 0         | 320.00         | 5.00       |                 |           |           |          | 320.00     |
| Permit Type: ZONING - Totals |              |             |           |                |            |                 |           |           |          |            |
|                              | Period       | 3           | 0         | 135.00         |            |                 |           |           |          | 135.00     |
|                              | YTD          | 17          | 0         | 770.00         | 5.00       |                 |           |           |          | 770.00     |
| Report Total                 |              |             |           |                |            |                 |           |           |          |            |
|                              | Period       | 51          | 0         | \$305,882.56   | 14,061.63  | 2,269.41        | 434.87    |           |          | 16,850.91  |
|                              | YTD          | 178         | 0         | \$6,329,402.61 | 62,645.41  | 25,588.53       | 2,615.91  |           |          | 90,959.85  |



| VACANTS/FORECLOSURES | July 2015 | Per ordinance, | Posted |
|----------------------|-----------|----------------|--------|
|----------------------|-----------|----------------|--------|

|  |         |                |            |           |
|--|---------|----------------|------------|-----------|
| Public records through 6-26-15 to update this list accordingly. 6-30-15 nk | 120 day | \$200. vac.fee | Add'l vac. | Abandoned |
|--|---------|----------------|------------|-----------|

|  |        |        |              |                 |             |          |
|--|--------|--------|--------------|-----------------|-------------|----------|
| Info "blue" 3rd party hnds, "purple" prop.sold/sale pending, "brown"-deceased, red-SEE ME. | Posted | Vacant | 120 day vac. | due 1 yr.anniv. | anniv (A/D) | \$150.00 |
|--|--------|--------|--------------|-----------------|-------------|----------|

| Residential Srvc Addr.                | Name   | Vacant Date | expiration Date | fee paid      | date (A/D) of orig. posting | date(s) add'l \$200.00 + due. | App. insp Due | Res. CO 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 1-215                  | A/D 8/5/15                    | 8/5/13        |                   |
| 598 NE 78TH AVE                       | Cityside Mgmt (for HUD) Per title 6-30 canceled      | 5/6/15      | 09/03/15        |               |                             |                               | 5/6/15        |                   |
| 615 NE 79TH AVE                       | 2. SULTANA, Prop. Clsd Jul. '14, but remains vacant  | 4/21/14     | 08/19/14        |               | A/D 4/21/15 see notes       |                               | 4/21/14       | Paid 7-29-14      |
| 8040 NE ABLE ST/Mowed 6-2015          | Janice Roehler - deceased, Daughter Gail Return mail | 03/19/15    | 07/17/15        |               | A/D 3/19/16                 |                               | 3/19/15       |                   |
| 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        |                   |
| 1880 NE HWY 10                        | ARNOLD JOHNSON JR. (Arnold Senior 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, Return mail    | 03/19/15    | 07/17/15        |               | A/D 3/19/16                 |                               | 3/19/15       |                   |
| 7839 JACKSON ST/Mowed 6-2015          | Select Portfolio per Co.                             | 09/12/11    | 01/10/12        |               | A/D 9/12/12                 | A/D 9/12/13, '14, 9/12/11     | 9/12/11       |                   |
| 8060 NE JEFFERSON ST                  | JONATHAN CRANE/Contract holder: Nestrud's            |             |                 |               |                             |                               |               |                   |
| 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       |                   |
| 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       |                   |
| 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 MCKINLEY/Mowing 6/2 paid      | Customer Driven Realty (Crea)                        | 5/15/15     | 09/12/15        |               | A/D 5/15/16                 |                               | 5/15/15       |                   |
| 8401 NE MONROE ST                     | TCF National Bank (Johnson)                          | 4/17/15     | 08/15/15        |               | A/D 4/17/16                 |                               | 4/17/15       |                   |
| 8345 NE PIERCE ST                     | JOHN VYLASEK, see notes                              | XX          |                 |               |                             |                               |               |                   |
| 931 NE RALEIGH LN/Mowed 6-2015        | Konduar Capital Corp (MEYER)                         | 10/1/14     | 01/29/15        | Paid 1-26-15  | A/D 10/1/15                 | A/D 10/1/16                   | 10/1/14       |                   |
| 828 NE SANBURNOL DR                   | WELLS FARGO per Cty (Hazelwood)                      | 2/26/14     | 06/26/14        |               | A/D 2/26/15                 |                               | 5/7/14        |                   |
| 8013 NE VAN BUREN ST                  | Valli Netland -Deceased                              | XX          |                 |               |                             |                               | XX            |                   |
| 8316 NE WESTWOOD RD                   | THOMAS COLEMAN/vacant rental                         | 10/04/12    | 02/01/13        | Paid 3/20/12  | A/D 10/4/13                 | A/D 10/4/14                   | 10/4/12       |                   |
| 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       |
| Commercial Properties                 |  |             |                 |               |                             |                               |               | Comm.CO           |
| 933 NE Manor                          | MN Catholic Credit Union, vacated per Barry 4-2015   |             |                 |               |                             |                               |               |                   |
| 8355 NE UNIVERSITY AVE                | KIN PROP.INC (FKA:Timberlodge, Herradura)            |             |                 |               |                             |                               |               |                   |
| 8443-8445 NE University Ave           | St Kirols  | 5/29/2015   |                 |               |                             |                               |               | 5/29/15           |
| SHERIFF SALES                         |  | Date of     |                 |               |                             | Date                          |               |                   |
| 538 NE 80TH AVE                       | JAMES & JENNIFER WALKER                              | 7/18/14     |                 |               |                             | to Vacate                     |               |                   |
| 1580 81st AVE Unit3 (HOA gets billed) | STEVE KRAFT, COUNSELOR REALTY HNDLS                  | 10/20/14    |                 |               |                             |                               | 1/18/15       |                   |
| 551 NE 82ND                           | ELLEN RICE   | 3/20/15     |                 |               |                             |                               | 4/20/15       |                   |
| 8435 NE Laddie Rd                     | Raymond and Rose Stramer                             | 8/3/15      |                 |               |                             |                               | 9/20/15       |                   |
| 700 NE LUND                           | SHERRY ERBE  | 3/30/15     |                 |               |                             |                               | 2/3/16        |                   |
| 7868 MADISON ST                       | LAURIE WEILEP  | 7/17/15     |                 |               |                             |                               | 9/30/15       |                   |
| 375 NE MANOR                          | ROBERT FRANCIS                                       | 7/17/15     |                 |               |                             |                               | 1/19/16       |                   |
| 351 NE MAPLE ST                       | KERTIS J TRUE  | 1/30/15     |                 |               |                             |                               | 1/19/16       |                   |
| 615 NE MAPLE ST                       | ELIZABETH TROTTER                                    | 7/20/15     |                 |               |                             |                               | 7/30/15       |                   |
| 8194 NE Middletown (HOA gets billed)  | Citimortgage/Brandon O'Donnell                       | 8/21/13     |                 |               |                             |                               | 1/20/16       |                   |
| 8285 NE POLK ST                       | Colleen Thompson                                     | 12/5/14     |                 |               |                             |                               | 2/21/14       |                   |
| 7763 NE QUINCY ST                     | MATTHEW AND MARY MEYERS                              | 4/20/15     |                 |               |                             |                               | 6/5/15        |                   |
| 8022 NE QUINCY ST                     | SCOTT AND LAURIE BRAHS                               | 6/12/15     |                 |               |                             |                               | 10/20/15      |                   |
| 8029 NE QUINCY ST                     | RUBEN & GUERLIE JOANEM                               | 5/5/14      |                 |               |                             |                               | 12/14/15      |                   |
| 7718 NE TAYLOR ST (HOA gets billed)   | PAUL & DOLORES CRAWFORD                              |             |                 |               |                             |                               | 11/5/14       |                   |
| 82852 NE TAYLOR ST                    | FERN BROWN (Deceased Pers. Rep Lonnie Brown)         | 8/14/15     |                 |               |                             |                               | 8/14/16       |                   |
| 8100 TERRACE RD NE                    | GLENN STAHOski                                       | 2/17/15     |                 |               |                             |                               | 8/17/15       |                   |

|                             |   |           |          |               |                    |                   |         |               |
|-----------------------------|---|-----------|----------|---------------|--------------------|-------------------|---------|---------------|
| 8303 WESTWOOD RD            | BANK OF AMER, per county as of 1-2014 Daniel Berger | 10/4/13   |          |               |                    |                   |         |               |
| 331 WYLDWOOD LN             | Edward M Orioki, Winnifred Marunga                  | PP 7/7/15 |          |               |                    |                   | 1/7/16  |               |
| 908 NE RALEIGH              | Owner's Steve/Maureen Norberg Dgtr Leah lvs @house  | 5/7/14    | 09/04/14 | Pd. 6-29-2015 |                    | XX                |         |               |
| JUNE CLOSINGS               |   |           |          |               |                    |                   |         |               |
| 8099 Van Buren, OWES MOWING | Wilmington Trust/Paramount Investment closed 6-8-15 | 5/5/15    | 09/02/15 |               |                    |                   | 5/5/15  | \$ \$ due     |
| APRIL CLOSINGS              |   |           |          |               |                    |                   |         |               |
| 358 NE SANBURNOL            | Prop closing 4-15-15, buyer James & Alicia Nash     | 7/25/14   | 11/22/14 | Paid 4-10-15  | A/D 7/25/15        | A/D 7/25/16       | 7/25/14 | Paid 10-27-14 |
| 8401 NE 5th ST              | Prop closed Fr. 4-3-15, Buyer Jhony Gonzalez        | 10/1/14   | 01/29/15 | Paid 1-8-15   | A/D 10/1/15        | A/D 10/1/16       | 10/1/14 | Paid 4-6-15   |
| MARCH CLOSINGS              |   |           |          |               |                    |                   |         |               |
| 8009 Monroe, Closed 3/18/15 | Buyer Luis Zumba                                    | 10/29/09  | 02/26/10 | "A" Nov. 2011 | \$800. Pd. 2-10-14 | Pd. \$200. 10-20- | 3/10/10 | \$ \$ DUE     |
| 684 Maple, Closed 3/2/15    | Buyer Amber Johnson                                 | XX        |          |               |                    |                   | XX      |               |





**City of Spring Lake Park**  
**Code Enforcement Department**  
1301 81<sup>st</sup> Avenue N.E.  
Spring Lake Park, MN 55432  
Phone: 763-784-6491 Web: [www.slpmn.org](http://www.slpmn.org)



Be a good neighbor and help the Spring Lake Park Code Enforcement Department maintain a higher quality of life, safety and property values within our community. Often residents are not aware of city codes that may affect your property. The following is a summary of items that arise most often in Spring Lake Park. For more information on maintaining your property and home, visit our website at [www.slpmn.org](http://www.slpmn.org) and download our Homeowners Frequently Asked Question brochure or contact the Code Enforcement Department by email at [bbrainard@slpmn.org](mailto:bbrainard@slpmn.org).

**Lawns:** Grass and weeds cannot be taller than 9 inches in height. To keep your grass and weeds less than 9 inches, mowing must be conducted weekly during the months of May through October. Sprinkling your lawn is allowed on an ODD/EVEN basis. Properties with addresses that end in an odd number may sprinkle on an odd numbered day. Properties that end in an even number may sprinkle on an even numbered day. The only exception to the odd/even sprinkling is with the placement of new sod and/or seed.

**Exterior Storage:** Furniture, appliances, car toppers, car parts, building materials, brush, junk, debris and miscellaneous items not meant for outdoor storage and daily use cannot be stored outside or in your yard.

**Vehicles:** Vehicles must be parked on paved surfaces in front and side yards. Each household is limited to having one vehicle per licensed driver in the household plus two additional vehicles. All vehicles on the property must be operable, with current tabs and registration, and parked on a paved surface in the front or side yard.

*Trailers and boats* may be parked or stored on a residential lot provided they are not used for living, sleeping, housekeeping or business purposes. One *recreational vehicle* may be parked at your home provided it is not closer than five feet to the side yard property line and is on an approved surface. Recreational vehicles such as a boat may be parked provided it is no longer than thirty feet in length.

You may park one *commercial vehicle* on residential property with up to one-ton carrying capacity or a tractor used for pulling trailers. Parking of any other type of commercial vehicle is prohibited.

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

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



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## MEMORANDUM

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**TO:** MAYOR HANSEN AND MEMBERS OF THE CITY COUNCIL  
**FROM:** DANIEL R. BUCHHOLTZ, CITY ADMINISTRATOR  
**SUBJECT:** RESOLUTIONS SETTING ASSESSMENT HEARINGS FOR 2015 STREET PROJECTS  
**DATE:** JUNE 25, 2015

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With the near completion of the 2015 Street Improvement Projects, staff is seeking authority from the City Council to set the assessment hearings.

Resolution 15-15 sets the assessment hearing for 81<sup>st</sup> Avenue NE; Resolution 15-16 sets the assessment hearing for Arthur Street; and Resolution 15-17 sets the assessment hearing for the East Trunk Highway 65 Service Road. All hearings are scheduled for 7:00pm, or as soon thereafter, on August 17, 2015 at City Hall. The notice of hearing will be published and mailed notice be sent to affected property owners at least two weeks prior to the hearing.

The assessments are payable in equal annual installments over a period of 10 years at an interest rate of 3.5%. Assessment rates for all three projects are \$3,079.55/lot for single family residential and \$62.88/front foot for commercial properties.

Staff recommends approval of all three resolutions so notices can be prepared and published or sent out. If you have any questions, please don't hesitate to contact me at 763-784-6491.



## **RESOLUTION NO. 15-15**

### **A RESOLUTION FOR HEARING ON PROPOSED ASSESSMENT FOR 81<sup>ST</sup> AVENUE NE BETWEEN ABLE STREET NE AND UNIVERSITY AVENUE NE**

**WHEREAS**, by a resolution passed by the council on June 15, 2015, the Administrator, Clerk/Treasurer was directed to prepare a proposed assessment of the cost of the 2014-2015 Street Improvement Project, the improvement of 81<sup>st</sup> Avenue NE between Able Street NE and University Avenue NE; and

**WHEREAS**, the improvements included rehabilitating the above named streets and making any needed repairs to the existing public storm sewer, sanitary sewer and municipal water systems; and

**WHEREAS**, the clerk has notified the council that such proposed assessment has been completed and filed in his office of public inspection.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Spring Lake Park, Minnesota:

1. A hearing shall be held at 7:00 pm, or as soon thereafter, on August 17, 2015 in the Spring Lake Park City Hall located at 1301 81<sup>st</sup> Avenue NE to pass upon such proposed assessment. All persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The Administrator, Clerk/Treasurer is hereby directed to cause a notice of hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing and he shall state in the notice the total cost of the improvement. He shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearing.
3. The owner of any property so assessed may, at the time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City of Spring Lake Park, except that no interest shall be charged if the entire assessment is paid within 30 days for the adoption of the assessment. An owner may at any time thereafter, pay to the City of Spring Lake Park the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year.

The foregoing Resolution was moved for adoption by Councilmember

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

And the following voted against the same:

Whereupon the Mayor declared said Resolution duly passed and adopted this 6th day of July, 2015.

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Cindy Hansen, Mayor

ATTEST: \_\_\_\_\_  
Daniel Buchholtz, City Administrator

## NOTICE OF HEARING ON PROPOSED ASSESSMENT

### TO WHOM IT MAY CONCERN:

Notice is hereby given that the council will meet at 7:00 pm, or as soon thereafter, on August 17, 2015 at Spring Lake Park City Hall, 1301 81<sup>st</sup> Avenue NE to consider, and possibly adopt, the proposed assessment for the 2014-2015 Street Improvement Project, the improvement of 81<sup>st</sup> Avenue NE between Able Street NE and University Avenue NE through pavement rehabilitation and any needed repairs to existing public storm sewer, sanitary sewer and municipal water systems. Adoption by the council of the proposed assessment against abutting property may occur at the hearing.

The amount to be specially assessed against your particular lot, piece or parcel of land is \$\_\_\_\_\_. Such assessment is proposed to be payable in equal annual installments extending over a period of 10 years, the first of the installments to be payable on or before the first Monday in January 2016, and will bear interest at the rate of three and one-half (3.5) percent per annum from the date of the adoption of the assessment resolution. To the first installment shall be added interest on the entire assessment from the date of the assessment resolution until December 31, 2015. To each subsequent installment when dues shall be added interest for one year on all unpaid installments.

You may at any time prior to certification of the assessment to the county auditor, pay the entire assessment on such property, with interest accrued to the date of payment, to the City of Spring Lake Park. No interest shall be charged if the entire assessment is paid within 30 days from the adoption of this assessment. You may at any time thereafter, pay to the City of Spring Lake Park the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year. If you decide not to prepay the assessment before the date given above the rate of interest that will apply is three and one-half (3.5) percent per year. The right to partially prepay the assessment is not available.

The proposed assessment roll is on file for public inspection at the office of the Administrator, Clerk/Treasurer. The total amount of the proposed assessment is \$184,966.35. Written or oral objections will be considered at the meeting. No appeal to district court may be taken as to the amount of an assessment unless a written objection signed by the affected property owner is filed with the municipal clerk prior to the assessment hearing or presented to the presiding officer at the hearing. The council may upon such notice consider any objection to the amount of a proposed individual assessment at an adjourned meeting upon such further notice to the affected property owners as it deems advisable.

Under Minn. Stat. §§435.193 to 435.195, the council may, in its discretion, defer the payment of this special assessment for any homestead property owner by a person 65 years of age or older, one retired by virtue of a permanent and total disability or a member of the National Guard or other reserves ordered to active military service for whom it would be a hardship to make the payments. When deferment of the special assessment has been granted and is terminated for any reason provided in that law, all amounts accumulated plus applicable interest become due. Any assessed property owner meeting the requirements of this law may, within 30 days of the confirmation of the assessment, apply to the city clerk for the prescribed form for such deferral of payment of this special assessment on his/her property.

An owner may appeal an assessment to district court pursuant to Minn. Stat. §429.081 by serving notice of the appeal upon the mayor or clerk of the city within 30 days after the adoption of the assessment and filing such notice with the district court within ten days after service upon the mayor or clerk.

Prepared on this \_\_\_\_ day of \_\_\_\_\_, 2015.

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Daniel R. Buchholtz, Administrator, Clerk/Treasurer







City of Spring Lake Park

**draft - Final Assessment Roll**

**81st Avenue Improvements**

193801577

23-Jun-15

cmm/pg

**Estimated Assessment Rates:**

|                |                  |
|----------------|------------------|
| Commercial:    | \$62.88 /ff      |
| Single Family: | \$3,079.55 /lot  |
| Duplex:        | \$2,356.50 /unit |
| Townhome:      | \$1,767.37 /unit |
| Apartment:     | \$1,178.25 /unit |

| P.I.N.                                  | Name                          | Address              | Zoning | Unit Count or<br>Frtg? | Count | Frontage | Rate       | Estimated<br>Assessment | Notes                   |
|---|-------------------------------|----------------------|--------|------------------------|-------|----------|------------|-------------------------|-------------------------|
| <b><u>North Side of 81st Avenue</u></b> |                               |                      |        |                        |       |          |            |                         |                         |
| 02 30 24 24 0019                        | Lyndale Terminal Company      | 8101 Univ Svc Rd     | C-1    | Frontage               |       | 150.00   | \$62.88    | \$9,432.00              |                         |
| 02 30 24 24 0021                        | Lyndale Terminal Company      | 8101 Univ Svc Rd     | C-1    | Frontage               |       | 38.67    | \$62.88    | \$0.00                  | Also fronts Univ Svc Rd |
| 02 30 24 24 0020                        | Elizabeth & Thomas Friday     | 348 81st Avenue      | R-1    | Unit                   | 1     |          | \$3,079.55 | \$3,079.55              |                         |
| 02 30 24 24 0013                        | Ana-Maria Tufnek              | 353 81st Avenue      | R-1    | Unit                   | 1     |          | \$3,079.55 | \$3,079.55              |                         |
| 02 30 24 24 0012                        | Abdelhak Elkhoul & Loubna     | 361 81st Avenue      | R-1    | Unit                   | 1     |          | \$3,079.55 | \$3,079.55              |                         |
| 02 30 24 24 0011                        | Steven Hamm & Mary Herbel     | 409 81st Avenue      | R-1    | Unit                   | 1     |          | \$3,079.55 | \$3,079.55              |                         |
| 02 30 24 24 0010                        | Barbara & Dennis Ryan         | 411 81st Avenue      | R-1    | Unit                   | 1     |          | \$3,079.55 | \$3,079.55              |                         |
| 02 30 24 24 0009                        | Arthur Ruohonen               | 427 81st Avenue      | R-1    | Unit                   | 1     |          | \$3,079.55 | \$3,079.55              |                         |
| 02 30 24 24 0008                        | Becky Clark & Christopher De  | 443 81st Avenue      | R-1    | Unit                   | 1     |          | \$3,079.55 | \$3,079.55              |                         |
| 02 30 24 24 0087                        | Alice & Wayne Junes           | 459 81st Avenue      | R-1    | Unit                   | 1     |          | \$3,079.55 | \$3,079.55              |                         |
| 02 30 24 24 0001                        | Glenn Stahoski                | 8100 Terrace Road NE | R-1    | Unit                   | 0     |          | \$3,079.55 | \$0.00                  | Also fronts Terrace     |
| 02 30 24 13 0061                        | Kurt Nieman & Yi Li           | 8101 Terrace Road NE | R-1    | Unit                   | 0     |          | \$3,079.55 | \$0.00                  | Also fronts Terrace     |
| 02 30 24 13 0062                        | Raymond & Shirley Christians  | 519 81st Avenue      | R-1    | Unit                   | 1     |          | \$3,079.55 | \$3,079.55              |                         |
| 02 30 24 13 0063                        | Isidro Suarez                 | 533 81st Avenue      | R-1    | Unit                   | 1     |          | \$3,079.55 | \$3,079.55              |                         |
| 02 30 24 13 0064                        | Kenneth Wendling              | 547 81st Avenue      | R-1    | Unit                   | 1     |          | \$3,079.55 | \$3,079.55              |                         |
| 02 30 24 13 0065                        | Shelia Mathers                | 561 81st Avenue      | R-1    | Unit                   | 1     |          | \$3,079.55 | \$3,079.55              |                         |
| 02 30 24 13 0066                        | Diane Dombeck                 | 575 81st Avenue      | R-1    | Unit                   | 1     |          | \$3,079.55 | \$3,079.55              |                         |
| 02 30 24 13 0067                        | Scott Smalley                 | 589 81st Avenue      | R-1    | Unit                   | 1     |          | \$3,079.55 | \$3,079.55              |                         |
| 02 30 24 13 0068                        | Floyd & Julie Schwab          | 603 81st Avenue      | R-1    | Unit                   | 1     |          | \$3,079.55 | \$3,079.55              |                         |
| 02 30 24 13 0069                        | Gregory & William Fisher      | 617 81st Avenue      | R-1    | Unit                   | 1     |          | \$3,079.55 | \$3,079.55              |                         |
| 02 30 24 13 0070                        | David Heffele & Kerri Steinbr | 637 81st Avenue      | R-1    | Unit                   | 1     |          | \$3,079.55 | \$3,079.55              |                         |
| P.I.N.                                  | Name                          | Address              | Zoning | Unit Count or<br>Frtg? | Count | Frontage | Rate       | Estimated<br>Assessment | Notes                   |
| 02 30 24 13 0071                        | William & Lori Anderson       | 645 81st Avenue      | R-1    | Unit                   | 1     |          | \$3,079.55 | \$3,079.55              |                         |

Appendix A - Preliminary Assessment Roll  
March 2014

|  |      |                             |                 |     |      |           |               |                     |                    |
|--|------|-----------------------------|-----------------|-----|------|-----------|---------------|---------------------|--------------------|
| 02 30 24 13                                  | 0072 | Michelle Ugstad             | 659 81st Avenue | R-1 | Unit | 1         | \$3,079.55    | \$3,079.55          |                    |
| 02 30 24 13                                  | 0073 | Omar Hany                   | 673 81st Avenue | R-1 | Unit | 1         | \$3,079.55    | \$3,079.55          |                    |
| 02 30 24 13                                  | 0074 | Bart Urich                  | 687 81st Avenue | R-1 | Unit | 1         | \$3,079.55    | \$3,079.55          |                    |
| 02 30 24 13                                  | 0075 | Adrian Garcia & Rosaicela H | 699 81st Avenue | R-1 | Unit | 0         | \$3,079.55    | \$0.00              | Also fronts Monroe |
| 02 30 24 14                                  | 0096 | Robert Howard & Rosa Howa   | 701 81st Avenue | R-1 | Unit | 0         | \$3,079.55    | \$0.00              | Also fronts Monroe |
| 02 30 24 14                                  | 0097 | James Dehn                  | 709 81st Avenue | R-1 | Unit | 1         | \$3,079.55    | \$3,079.55          |                    |
| 02 30 24 14                                  | 0098 | Ann Iskierka                | 717 81st Avenue | R-1 | Unit | 1         | \$3,079.55    | \$3,079.55          |                    |
| 02 30 24 14                                  | 0099 | Harlan & Patricia Grover    | 725 81st Avenue | R-1 | Unit | 1         | \$3,079.55    | \$3,079.55          |                    |
| 02 30 24 14                                  | 0100 | Keith Meyers                | 733 81st Avenue | R-1 | Unit | 1         | \$3,079.55    | \$3,079.55          |                    |
| 02 30 24 14                                  | 0101 | Dennis & Bonnie Durand      | 741 81st Avenue | R-1 | Unit | 1         | \$3,079.55    | \$3,079.55          |                    |
| 02 30 24 14                                  | 0102 | Mainsl Properties LLC       | 749 81st Avenue | R-1 | Unit | 1         | \$3,079.55    | \$3,079.55          |                    |
| 02 30 24 14                                  | 0103 | Adam Teegarden              | 757 81st Avenue | R-1 | Unit | 1         | \$3,079.55    | \$3,079.55          |                    |
| 02 30 24 14                                  | 0035 | Eugene & Anna Rafferty      | 801 81st Avenue | R-1 | Unit | 1         | \$3,079.55    | \$3,079.55          |                    |
| 02 30 24 14                                  | 0036 | Marian Zack                 | 809 81st Avenue | R-1 | Unit | 1         | \$3,079.55    | \$3,079.55          |                    |
| 02 30 24 14                                  | 0037 | Lee & Blair Wei             | 817 81st Avenue | R-1 | Unit | 1         | \$3,079.55    | \$3,079.55          |                    |
| 02 30 24 14                                  | 0038 | Anthony Faymoville          | 825 81st Avenue | R-1 | Unit | 1         | \$3,079.55    | \$3,079.55          |                    |
| 02 30 24 14                                  | 0039 | Andre & Kristen Benassi     | 833 81st Avenue | R-1 | Unit | 1         | \$3,079.55    | \$3,079.55          |                    |
| 02 30 24 14                                  | 0040 | Anthony Freeman & Megan C   | 841 81st Avenue | R-1 | Unit | 1         | \$3,079.55    | \$3,079.55          |                    |
| 02 30 24 14                                  | 0041 | Susan Vorlicky              | 849 81st Avenue | R-1 | Unit | 1         | \$3,079.55    | \$3,079.55          |                    |
| 02 30 24 14                                  | 0042 | Julie & William Cady        | 857 81st Avenue | R-1 | Unit | 1         | \$3,079.55    | \$3,079.55          |                    |
| <b>Subtotal - North Side of 81st Avenue:</b> |      |                             |                 |     |      | <b>36</b> | <b>188.67</b> | <b>\$120,295.80</b> |                    |

| P.I.N.                           | Address                      |                   | Zoning | Unit Count or Frtg? | Count | Frontage | Rate       | Estimated Assessment | Notes |
|----------------------------------|------------------------------|-------------------|--------|---------------------|-------|----------|------------|----------------------|-------|
| <u>South Side of 81st Avenue</u> |                              |                   |        |                     |       |          |            |                      |       |
| 02 30 24 31 0070                 | Crystal Higgins & David Cran | 322 81st Avenue   | R-1    | Unit                | 1     |          | \$3,079.55 | \$3,079.55           |       |
| 02 30 24 31 0069                 | Mary Morgan Ria              | 342 81st Avenue   | R-1    | Unit                | 1     |          | \$3,079.55 | \$3,079.55           |       |
| 02 30 24 31 0066                 | Daniel Isaacson              | 350 81st Avenue   | R-1    | Unit                | 1     |          | \$3,079.55 | \$3,079.55           |       |
| 02 30 24 31 0065                 | Jeffrey & Lindsey Rogers     | 358 81st Avenue   | R-1    | Unit                | 1     |          | \$3,079.55 | \$3,079.55           |       |
| 02 30 24 31 0062                 | Kathryn Nelson               | 366 81st Avenue   | R-1    | Unit                | 0     |          | \$3,079.55 | \$0.00               |       |
| 02 30 24 31 0061                 | Nathen Zeglen                | 8043 5th Street   | R-1    | Unit                | 1     |          | \$3,079.55 | \$3,079.55           |       |
| 02 30 24 31 0046                 | David Mack                   | 8042 6th Street   | R-1    | Unit                | 1     |          | \$3,079.55 | \$3,079.55           |       |
| 02 30 24 31 0019                 | Walter Chilstrom             | 8043 6th Street   | R-1    | Unit                | 1     |          | \$3,079.55 | \$3,079.55           |       |
| 02 30 24 31 0004                 | Frank Hallin                 | 8042 Terrace Road | R-1    | Unit                | 1     |          | \$3,079.55 | \$3,079.55           |       |

Appendix A - Preliminary Assessment Roll  
March 2014

| P.I.N.                                       | Address                     | Unit Count or          |       | Count | Frontage | Rate       | Estimated Assessment | Notes              |
|--|-----------------------------|------------------------|-------|-------|----------|------------|----------------------|--------------------|
|  |                             | Zoning                 | Frtg? |       |          |            |                      |                    |
| 02 30 24 42 0106                             | Rodney & Karin Schmidt      | 8099 Terrace Road      | R-1   | Unit  | 1        | \$3,079.55 | \$3,079.55           |                    |
| 02 30 24 42 0093                             | Steven & Linda McCarron     | 8098 Washington Street | R-1   | Unit  | 1        | \$3,079.55 | \$3,079.55           |                    |
| 02 30 24 42 0092                             | David & tami Winters        | 8099 Washington Street | R-1   | Unit  | 1        | \$3,079.55 | \$3,079.55           |                    |
| 02 30 24 42 0079                             | Jeremy Zemlicka             | 8092 Jefferson Street  | R-1   | Unit  | 1        | \$3,079.55 | \$3,079.55           |                    |
| 02 30 24 42 0078                             | Kenneth & Elaine Sarkela    | 8099 Jefferson Street  | R-1   | Unit  | 1        | \$3,079.55 | \$3,079.55           |                    |
| 02 30 24 42 0065                             | Fakiha Hassan               | 8098 Madison Street    | R-1   | Unit  | 1        | \$3,079.55 | \$3,079.55           |                    |
| 02 30 24 42 0064                             | Keith & MaryAnn Graba       | 8049 Madison Street    | R-1   | Unit  | 1        | \$3,079.55 | \$3,079.55           |                    |
| 02 30 24 42 0051                             | David Desormey              | 8048 Monroe Street     | R-1   | Unit  | 0        | \$3,079.55 | \$0.00               | Also fronts Monroe |
| 02 30 24 41 0131                             | Muriel Gatten               | 8099 Monroe Street     | R-1   | Unit  | 0        | \$3,079.55 | \$0.00               | Also fronts Monroe |
| 02 30 24 41 0049                             | Joseph Waldvogel & Stephan  | 8090 Quincy Street     | R-1   | Unit  | 1        | \$3,079.55 | \$3,079.55           |                    |
| 02 30 24 41 0048                             | Burton & Carol Carlson      | 8049 Quincy Street     | R-1   | Unit  | 1        | \$3,079.55 | \$3,079.55           |                    |
| 02 30 24 41 0034                             | Brian Hicks Jr              | 8090 Jackson Street    | R-1   | Unit  | 1        | \$3,079.55 | \$3,079.55           |                    |
| 02 30 24 41 0033                             | Jason Koestler              | 800 81st Avenue        | R-1   | Unit  | 1        | \$3,079.55 | \$3,079.55           |                    |
| 02 30 24 41 0020                             | Diane Christianson & John T | 830 81st Avenue        | R-1   | Unit  | 1        | \$3,079.55 | \$3,079.55           |                    |
| 02 30 24 41 0134                             | Wilmington Trust NA         | 8099 Van Buren Street  | R-1   | Unit  | 1        | \$3,079.55 | \$3,079.55           |                    |
| 02 30 24 41 0001                             | City of Spring Lake Park    | City Lot               |       |       |          | \$3,079.55 | \$0.00               |                    |
| <b>Subtotal - South Side of 81st Avenue:</b> |                             |                        |       |       | 21       | 0          | \$64,670.55          |                    |

|                           | Units     | Frontage      | Est. Assessment   |
|---------------------------|-----------|---------------|-------------------|
| North Side of 81st Avenue | 36        | 188.67        | 120,295.80        |
| South Side of 81st Avenue | 21        | 0.00          | 64,670.55         |
| <b>TOTAL 81st Avenue</b>  | <b>57</b> | <b>188.67</b> | <b>184,966.35</b> |

Grand Totals 81st Avenue

|                    |        |
|--------------------|--------|
| Front Footage      | 188.67 |
| Single Family Lots | 57.00  |
| Duplex Units       | 0.00   |
| Townhome Units     | 0.00   |
| Apartment Units    | 0.00   |

|                                   |              |
|-----------------------------------|--------------|
| Subtotal of Frontage Assessments: | \$9,432.00   |
| Subtotal of Unit Assessments:     | \$175,534.35 |
| Total Value of Roll:              | \$184,966.35 |



## **RESOLUTION NO. 15-16**

### **A RESOLUTION FOR HEARING ON PROPOSED ASSESSMENT FOR ARTHUR STREET NE BETWEEN 81<sup>ST</sup> AVENUE NE AND ANOKA COUNTY CSAH 35**

**WHEREAS**, by a resolution passed by the council on June 15, 2015, the Administrator, Clerk/Treasurer was directed to prepare a proposed assessment of the cost of the 2014-2015 Street Improvement Project, the improvement of Arthur Street NE between 81<sup>st</sup> Avenue NE and Anoka County CSAH 35; and

**WHEREAS**, the improvements included rehabilitating the above named street and making any needed repairs to the existing public storm sewer, sanitary sewer and municipal water systems; and

**WHEREAS**, the clerk has notified the council that such proposed assessment has been completed and filed in his office of public inspection.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Spring Lake Park, Minnesota:

1. A hearing shall be held at 7:00 pm, or as soon thereafter, on August 17, 2015 in the Spring Lake Park City Hall located at 1301 81<sup>st</sup> Avenue NE to pass upon such proposed assessment. All persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The Administrator, Clerk/Treasurer is hereby directed to cause a notice of hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing and he shall state in the notice the total cost of the improvement. He shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearing.
3. The owner of any property so assessed may, at the time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City of Spring Lake Park, except that no interest shall be charged if the entire assessment is paid within 30 days for the adoption of the assessment. An owner may at any time thereafter, pay to the City of Spring Lake Park the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year.

The foregoing Resolution was moved for adoption by Councilmember

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

And the following voted against the same:

Whereupon the Mayor declared said Resolution duly passed and adopted this 6th day of July, 2015.

---

Cindy Hansen, Mayor

ATTEST: \_\_\_\_\_  
Daniel Buchholtz, City Administrator

## NOTICE OF HEARING ON PROPOSED ASSESSMENT

### TO WHOM IT MAY CONCERN:

Notice is hereby given that the council will meet at 7:00 pm, or as soon thereafter, on August 17, 2015 at Spring Lake Park City Hall, 1301 81<sup>st</sup> Avenue NE to consider, and possibly adopt, the proposed assessment for the 2014-2015 Street Improvement Project, the improvement of Arthur Street NE between 81<sup>st</sup> Avenue NE and Anoka County CSAH 35 through pavement rehabilitation and any needed repairs to existing public storm sewer, sanitary sewer and municipal water systems. Adoption by the council of the proposed assessment against abutting property may occur at the hearing.

The amount to be specially assessed against your particular lot, piece or parcel of land is \$\_\_\_\_\_. Such assessment is proposed to be payable in equal annual installments extending over a period of 10 years, the first of the installments to be payable on or before the first Monday in January 2016, and will bear interest at the rate of three and one-half (3.5) percent per annum from the date of the adoption of the assessment resolution. To the first installment shall be added interest on the entire assessment from the date of the assessment resolution until December 31, 2015. To each subsequent installment when dues shall be added interest for one year on all unpaid installments.

You may at any time prior to certification of the assessment to the county auditor, pay the entire assessment on such property, with interest accrued to the date of payment, to the City of Spring Lake Park. No interest shall be charged if the entire assessment is paid within 30 days from the adoption of this assessment. You may at any time thereafter, pay to the City of Spring Lake Park the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year. If you decide not to prepay the assessment before the date given above the rate of interest that will apply is three and one-half (3.5) percent per year. The right to partially prepay the assessment is not available.

The proposed assessment roll is on file for public inspection at the office of the Administrator, Clerk/Treasurer. The total amount of the proposed assessment is \$160,395.56. Written or oral objections will be considered at the meeting. No appeal to district court may be taken as to the amount of an assessment unless a written objection signed by the affected property owner is filed with the municipal clerk prior to the assessment hearing or presented to the presiding officer at the hearing. The council may upon such notice consider any objection to the amount of a proposed individual assessment at an adjourned meeting upon such further notice to the affected property owners as it deems advisable.

Under Minn. Stat. §§435.193 to 435.195, the council may, in its discretion, defer the payment of this special assessment for any homestead property owner by a person 65 years of age or older, one retired by virtue of a permanent and total disability or a member of the National Guard or other reserves ordered to active military service for whom it would be a hardship to make the payments. When deferment of the special assessment has been granted and is terminated for any reason provided in that law, all amounts accumulated plus applicable interest become due. Any assessed property owner meeting the requirements of this law may, within 30 days of the confirmation of the assessment, apply to the city clerk for the prescribed form for such deferral of payment of this special assessment on his/her property.

An owner may appeal an assessment to district court pursuant to Minn. Stat. §429.081 by serving notice of the appeal upon the mayor or clerk of the city within 30 days after the adoption of the assessment and filing such notice with the district court within ten days after service upon the mayor or clerk.

Prepared on this \_\_\_\_ day of \_\_\_\_\_, 2015.

---

Daniel R. Buchholtz, Administrator, Clerk/Treasurer







City of Spring Lake Park

**draft - Final Assessment Roll****Arthur Street Improvements**

193801577

23-Jun-15

CMM

**Assesment Rates:**

Commercial: \$62.88

Single Family: \$3,079.55

Duplex: \$2,356.50

Townhome: \$1,767.37

Apartment: \$1,178.25

/ff

/lot

/unit

/unit

/unit

| P.I.N.  | Name                        | SLP Address           | Mailing Address                                    | Zoning | Unit Count or<br>Frtg? | Count    | Frontage       | Rate    | Estimated<br>Assessment Notes |
|---|-----------------------------|-----------------------|--|--------|------------------------|----------|----------------|---------|-------------------------------|
| <b><u>West Side of Arthur Street</u></b>      |                             |                       |  |        |                        |          |                |         |                               |
| 01 30 24 13 0015                              | R N Carlson and Sons LLC    | 1481 81st Ave NE      | 6102 Olson Memorial Hwy, Golden Valley<br>MN 55422 | C-1    | Frontage               | 0        | 151.05         | \$62.88 | \$9,498.02                    |
| 01 30 24 13 0014                              | S Gonyea LLC                | 8140 Arthur Street NE |  | C-1    | Frontage               | 0        | 150            | \$62.88 | \$9,432.00                    |
| 01 30 24 13 0013                              | Schwieters Beatrice Trustee | 8164 Arthur Street NE | 813 133rd Lane, Ham Lake MN 55304                  | C-1    | Frontage               | 0        | 150            | \$62.88 | \$9,432.00                    |
| 01 30 24 13 0012                              | R and T White               | 8182 Arthur Street NE |  | C-1    | Frontage               | 0        | 150            | \$62.88 | \$9,432.00                    |
| 01 30 24 13 0035                              | Kaimin Chen                 | 8236 Arthur Street NE |  | C-1    | Frontage               | 0        | 32.2           | \$62.88 | \$2,024.74                    |
| 01 30 24 13 0036                              | Kaimin Chen                 | 8236 Arthur Street NE |  | C-1    | Frontage               | 0        | 32.2           | \$62.88 | \$2,024.74                    |
| 01 30 24 13 0037                              | Kaimin Chen                 | 8236 Arthur Street NE |  | C-1    | Frontage               | 0        | 32.2           | \$62.88 | \$2,024.74                    |
| 01 30 24 13 0038                              | Kaimin Chen                 | 8236 Arthur Street NE |  | C-1    | Frontage               | 0        | 32.2           | \$62.88 | \$2,024.74                    |
| 01 30 24 13 0039                              | Kerr Investments, LLC       | 8236 Arthur Street NE | 29560 Nathan Ave., Lindstrom MN 55045              | C-1    | Frontage               | 0        | 32.2           | \$62.88 | \$2,024.74                    |
| 01 30 24 13 0040                              |                             | 8236 Arthur Street NE |  | C-1    | Frontage               | 0        | 32.2           | \$62.88 | \$2,024.74                    |
| 01 30 24 13 0041                              | Prokott Properties          | 8236 Arthur Street NE |  | C-1    | Frontage               | 0        | 32.2           | \$62.88 | \$2,024.74                    |
| 01 30 24 13 0042                              | John Kalan                  | 8236 Arthur Street NE |  | C-1    | Frontage               | 0        | 32.2           | \$62.88 | \$2,024.74                    |
| 01 30 24 13 0043                              |                             |                       | 15250 Wayzata Blvd Ste 101 Wayzata, MN<br>55391    | C-1    | Frontage               | 0        | 32.2           | \$62.88 | \$2,024.74                    |
| 01 30 24 13 0009                              | Java Enterprises LLC        | 8260 Arthur Street NE |  | C-1    | Frontage               | 0        | 200            | \$62.88 | \$12,576.00                   |
| 01 30 24 13 0008                              | DA Distribution Inc.        | 8282 Arthur Street NE |  | C-1    | Frontage               | 0        | 200            | \$62.88 | \$12,576.00                   |
| <b>Subtotal - West Side of Arthur Street:</b> |                             |                       |  |        |                        | <b>0</b> | <b>1290.85</b> |         | <b>\$81,168.65</b>            |

East Side of Arthur Street

|   |                          |                                  |     |          |          |                |         |                    |
|---|--------------------------|----------------------------------|-----|----------|----------|----------------|---------|--------------------|
| 01 30 24 14 0006                              | GJW Group LTD            | 100 Angel SW Watertown, MN 55388 | C-1 | Frontage | 0        | 809.67         | \$62.88 | \$50,912.05        |
| 01 30 24 14 0045                              | City of Spring Lake Park |                                  | C-1 | Frontage | 0        | 150            | \$62.88 | \$9,432.00         |
| 01 30 24 14 0008                              | Dorato Investments LLC   | 1550 Highway 10 NE               | C-1 | Frontage | 0        | 75             | \$62.88 | \$4,716.00         |
| 01 30 24 14 0007                              | Dorato Investments LLC   | 15550 Highway 10 NE              | C-1 | Frontage | 0        | 75             | \$62.88 | \$4,716.00         |
| 01 30 24 14 0001                              | Village Bank             | PO Box 257 St Francis, MN 55070  | C-1 | Frontage | 0        | 150.3          | \$62.88 | \$9,450.86         |
| <b>Subtotal - East Side of Arthur Street:</b> |                          |                                  |     |          | <b>0</b> | <b>1259.97</b> |         | <b>\$79,226.91</b> |

East Side of Arthur Street  
West Side of Arthur Street  
**TOTAL**

| Units | Frontage | Est. Assessment |
|-------|----------|-----------------|
| 0     | 1290.85  | \$81,168.65     |
| 0     | 1259.97  | \$79,226.91     |
| 0     | 2550.82  | \$160,395.56    |

**Grand Totals**

|                    |         |
|--------------------|---------|
| Front Footage      | 2550.82 |
| Single Family Lots | 0.00    |
| Duplex Units       | 0.00    |
| Townhome Units     | 0.00    |
| Apartment Units    | 0.00    |

|                                   |              |
|-----------------------------------|--------------|
| Subtotal of Frontage Assessments: | \$160,395.56 |
| Subtotal of Unit Assessments:     | \$0.00       |
| Total Value of Roll               | \$160,395.56 |

## **RESOLUTION NO. 15-17**

### **A RESOLUTION FOR HEARING ON PROPOSED ASSESSMENT FOR EAST TRUNK HIGHWAY 65 SERVICE ROAD BETWEEN OSBORNE ROAD NE AND A POINT APPROXIMATELY 800 FEET NORTH OF OSBORNE ROAD NE**

**WHEREAS**, by a resolution passed by the council on June 15, 2015, the Administrator, Clerk/Treasurer was directed to prepare a proposed assessment of the cost of the 2014-2015 Street Improvement Project, the improvement of East Trunk Highway 65 Service Road between Osborne Road NE and a point approximately 800 feet north of Osborne Road NE; and

**WHEREAS**, the improvements included rehabilitating the above named street and making any needed repairs to the existing public storm sewer, sanitary sewer and municipal water systems; and

**WHEREAS**, the clerk has notified the council that such proposed assessment has been completed and filed in his office of public inspection.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Spring Lake Park, Minnesota:

1. A hearing shall be held at 7:00 pm, or as soon thereafter, on August 17, 2015 in the Spring Lake Park City Hall located at 1301 81<sup>st</sup> Avenue NE to pass upon such proposed assessment. All persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The Administrator, Clerk/Treasurer is hereby directed to cause a notice of hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing and he shall state in the notice the total cost of the improvement. He shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearing.
3. The owner of any property so assessed may, at the time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City of Spring Lake Park, except that no interest shall be charged if the entire assessment is paid within 30 days for the adoption of the assessment. An owner may at any time thereafter, pay to the City of Spring Lake Park the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year.

The foregoing Resolution was moved for adoption by Councilmember

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

And the following voted against the same:

Whereupon the Mayor declared said Resolution duly passed and adopted this 6th day of July, 2015.

---

Cindy Hansen, Mayor

ATTEST: \_\_\_\_\_  
Daniel Buchholtz, City Administrator

## NOTICE OF HEARING ON PROPOSED ASSESSMENT

### TO WHOM IT MAY CONCERN:

Notice is hereby given that the council will meet at 7:00 pm, or as soon thereafter, on August 17, 2015 at Spring Lake Park City Hall, 1301 81<sup>st</sup> Avenue NE to consider, and possibly adopt, the proposed assessment for the 2014-2015 Street Improvement Project, the improvement of East Trunk Highway 65 Service Road between Osborne Road NE and a point approximately 800 ft. north of Osborne Road NE through pavement rehabilitation and any needed repairs to existing public storm sewer, sanitary sewer and municipal water systems. Adoption by the council of the proposed assessment against abutting property may occur at the hearing.

The amount to be specially assessed against your particular lot, piece or parcel of land is \$\_\_\_\_\_. Such assessment is proposed to be payable in equal annual installments extending over a period of 10 years, the first of the installments to be payable on or before the first Monday in January 2016, and will bear interest at the rate of three and one-half (3.5) percent per annum from the date of the adoption of the assessment resolution. To the first installment shall be added interest on the entire assessment from the date of the assessment resolution until December 31, 2015. To each subsequent installment when dues shall be added interest for one year on all unpaid installments.

You may at any time prior to certification of the assessment to the county auditor, pay the entire assessment on such property, with interest accrued to the date of payment, to the City of Spring Lake Park. No interest shall be charged if the entire assessment is paid within 30 days from the adoption of this assessment. You may at any time thereafter, pay to the City of Spring Lake Park the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year. If you decide not to prepay the assessment before the date given above the rate of interest that will apply is three and one-half (3.5) percent per year. The right to partially prepay the assessment is not available.

The proposed assessment roll is on file for public inspection at the office of the Administrator, Clerk/Treasurer. The total amount of the proposed assessment is \$81,199.46. Written or oral objections will be considered at the meeting. No appeal to district court may be taken as to the amount of an assessment unless a written objection signed by the affected property owner is filed with the municipal clerk prior to the assessment hearing or presented to the presiding officer at the hearing. The council may upon such notice consider any objection to the amount of a proposed individual assessment at an adjourned meeting upon such further notice to the affected property owners as it deems advisable.

Under Minn. Stat. §§435.193 to 435.195, the council may, in its discretion, defer the payment of this special assessment for any homestead property owner by a person 65 years of age or older, one retired by virtue of a permanent and total disability or a member of the National Guard or other reserves ordered to active military service for whom it would be a hardship to make the payments. When deferment of the special assessment has been granted and is terminated for any reason provided in that law, all amounts accumulated plus applicable interest become due. Any assessed property owner meeting the requirements of this law may, within 30 days of the confirmation of the assessment, apply to the city clerk for the prescribed form for such deferral of payment of this special assessment on his/her property.

An owner may appeal an assessment to district court pursuant to Minn. Stat. §429.081 by serving notice of the appeal upon the mayor or clerk of the city within 30 days after the adoption of the assessment and filing such notice with the district court within ten days after service upon the mayor or clerk.

Prepared on this \_\_\_\_ day of \_\_\_\_\_, 2015.

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Daniel R. Buchholtz, Administrator, Clerk/Treasurer





CITY OF SPRING LAKE PARK

**draft - Final Assessment Roll**  
**TH65 Service Drive Improvements**  
 193801577  
 23-Jun-15  
 CMM/PG

Estimated Assessment Rates:

|                |            |       |
|----------------|------------|-------|
| Commercial:    | \$62.88    | /ff   |
| Single Family: | \$3,079.55 | /lot  |
| Duplex:        | \$2,356.50 | /unit |
| Townhome:      | \$1,767.37 | /unit |
| Apartment:     | \$1,178.25 | /unit |

| P.I.N.   | Name                           | Address                | Mailing Address            | Zoning | Unit Count or<br>Frftg? | Count    | Frontage      | Rate    | Estimated<br>Assessment | Notes |
|--|--------------------------------|------------------------|----------------------------|--------|-------------------------|----------|---------------|---------|-------------------------|-------|
| <b>West Side of TH65 Service Drive</b>             |                                |                        |                            |        |                         |          |               |         |                         |       |
| 01 30 24 34 0013                                   | St Paul Board of Water Comm    | unassigned SLP address | 25W 4th Street, St Paul MN |        | Frontage                |          | 54.7          | \$62.88 | \$3,439.54              |       |
| 01 30 24 34 0012                                   | HK Corporation                 | 7701 Highway 65 NE     |                            | C-1    | Frontage                | 0        | 373.35        | \$62.88 | \$23,476.25             |       |
|  | City (342lf)                   |                        |                            |        |                         |          | 0             | \$62.88 | \$0.00                  |       |
|  | ROW (380.97lf)                 |                        |                            |        |                         |          | 0             | \$62.88 | \$0.00                  |       |
| <b>Subtotal - West Side of TH65 Service Drive:</b> |                                |                        |                            |        |                         | <b>0</b> | <b>428.05</b> |         | <b>\$26,915.78</b>      |       |
| <b>East Side of TH65 Service Drive</b>             |                                |                        |                            |        |                         |          |               |         |                         |       |
| 01 30 24 34 0031                                   | Rydell Management Company LLC  | unassigned SLP address |                            | C-1    | Frontage                |          | 284.48        | \$62.88 | \$17,888.10             |       |
| 01 30 24 34 0097                                   | Lotus Realty Group LLC         | 7777 Highway 65 NE     |                            | C-1    | Frontage                |          | 448.46        | \$62.88 | \$28,199.16             |       |
| 01 30 24 34 0003                                   | Secure Mini Storage LTD PTNSHP | 7807 Highway 65 NE     |                            | C-1    | Frontage                |          | 130.35        | \$62.88 | \$8,196.41              |       |
| <b>Subtotal - East Side of TH65 Service Drive:</b> |                                |                        |                            |        |                         | <b>0</b> | <b>863.29</b> |         | <b>\$54,283.68</b>      |       |

Appendix A - Preliminary Assessment  
March 2014

West Side of TH65 Service Drive  
East Side of TH65 Service Drive  
**TOTAL TH65 Service Drive**

| Units | Frontage | Est. Assessment |
|-------|----------|-----------------|
| 0     | 428.05   | \$26,915.78     |
| 0     | 863.29   | \$54,283.68     |
| 0     | 1291.34  | \$81,199.46     |

**Grand Totals TH65 Service Drive**

Front Footage 1291.34  
Single Family Lots 0.00  
Duplex Units 0.00  
Townhome Units 0.00  
Apartment Units 0.00

|                                   |             |
|-----------------------------------|-------------|
| Subtotal of Frontage Assessments: | \$81,199.46 |
| Subtotal of Unit Assessments:     | \$0.00      |
| Total Value of Roll               | \$81,199.46 |





**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

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## REPORT

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**TO:** Spring Lake Park City Council  
**FROM:** Barry L. Brainard, Code Enforcement Director  
**RE:** Convoy of Hope Special Event  
**DATE:** July 1, 2015

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On June 23, 2015, Mr. Tim Sanders applied for a Fire Permit as required for all special events with temporary indoor or outdoor assemblies and temporary use of tents in excess of 200 square feet or canopies in excess of 400 square feet are allowed with a fire inspection permit and Council review. All assemblies and tents must comply with Chapter 24 of the International Fire Code (IFC), 2006 edition.

The proposed special event is called a "Convoy of Hope" sponsored by several local churches including Emmanuel Christian Center. The special event is to be held at the Spring Lake Park High School Baseball Field on Saturday, August 1<sup>st</sup>. The event could see as much as 10,000 participants as a collaborate effort to provide thousands of struggling people in the surrounding communities with necessities such as prayer, groceries, shoes, health services, job & career services, family portraits, games and activities for children, all for no charge. This special event proposal will be the 5<sup>th</sup> time it has been held within the Metro Area, however 2015 will be the first time at Spring Lake Park High School. Staff has determined, that due to the fact that this a "Non-profit" event, the \$50 Fire Permit fee has been waived by the City of Spring Lake Park.

Submittals required for the Fire Permit are as follows:

1. Provide two copies of a detailed site or floor plan showing the seating arrangement, exits and locations of portable fire extinguishers. One approved copy must remain on site at all times.
2. Provide a detailed description of all activities that will be occurring, the hours of the event and the approximate number of participants.
3. Provide a certificate, executed by an approved testing laboratory, certifying the flame resistance of materials used to construct the tent are in compliance with NFPA Standard 701.

All submittals are included with my report and have been reviewed and approved with the following conditions to be verified by a pre-event inspection conducted on Friday, July 31<sup>st</sup>:

1. Estimated maximum occupancy at one time is 3,000 participants.
2. Documentation must be provided showing all draperies, decorative fixtures, and other fabrics and materials have been treated with an approved fire retardant material.

3. When more than 300 loose seats, folding chairs or similar seating is provided, chairs must be bonded together in groups of not less than three. This is not necessary for seating around tables.
4. All tents and canopies must have a permanently attached label stating the material is fire retardant.
5. No tents shall not be located within 12 feet of lot lines, structures, other tents, parked vehicles or internal combustion engines except as noted in IFC 2403.2.2.3.
6. Cooking installations require separate permit and approval from Anoka County Health & Environmental Service at 763-422-7063.
7. Outdoor cooking shall not be performed within 20 feet of tent.
8. An electrical permit is required for all temporary electrical installation by Brian Nelson, State Electrical Inspector, at 763-434-4853. Mr. Nelson must be included with the pre-event inspection to be conducted on Friday, July 31<sup>st</sup>.
9. All L.P. gas must be secured outside of a tent with the following separations:
  - Containers: < 500 gallons – 10'
  - > 500 gallons – 25'
10. Flammable liquids shall be stored outside not less than 50-feet from tent.
11. Generators shall be at least 20-feet from tents and secured from public access.
12. Vegetation and waste materials shall be kept a minimum of 30-feet from tent.
13. Post "No Smoking" signs at all tents.
14. Open flame or other cooking devices utilizing flammable or combustible liquids, gas or charcoal are not permitted inside or within 20' of tent.
15. Fireworks are not permitted within 100-feet of tent.

All the above conditions will be examined at the pre-event inspection on Friday, July 31<sup>st</sup> to verify compliance.

This concludes my report and review of the proposed Convoy of Hope special event. If anyone has any questions or concerns regarding my review and/or conditions, I would be happy to answer them at this time.

**CITY OF SPRING LAKE PARK**

1301 81st Avenue NE  
Spring Lake Park, Minnesota 55432  
Phone: (763) 784-6491  
Fax: (763) 792-2257

**FIRE INSPECTION PERMIT APPLICATION**

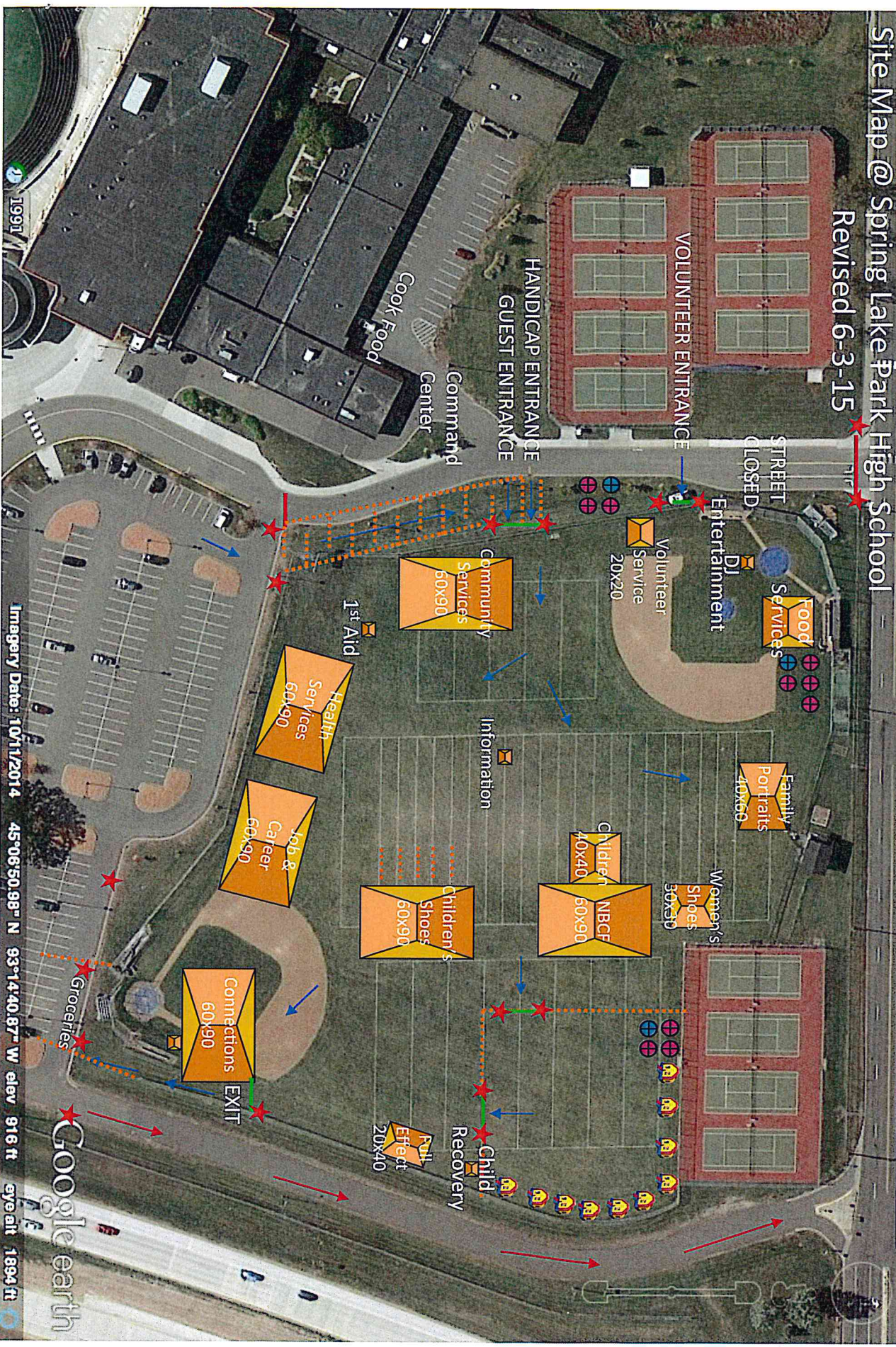
|   |   |                            |                        |                        |                                     |
|---|---|----------------------------|------------------------|------------------------|-------------------------------------|
| PROJECT INFORMATION   | Project Title   | CONVOY OF HOPE MINNEAPOLIS |                        | Construction Valuation | \$                                  |
|   | Address   | 1100 81ST AVE N.E          |                        |                        |                                     |
|   | City  | SPRING LAKE PARK, MN 55432 | County                 | ANOKA                  |                                     |
| OWNER INFORMATION   | Owner   | CONVOY OF HOPE             |                        | Contact Person         | LARRY JOHNSON                       |
|   | Owner Address   | 7777 UNIVERSITY AVE NE     |                        | Phone No (763)         | 784-7777                            |
|   | City, State, Zip  | SPRING LAKE PARK, MN 55432 |                        | Fax No ( )             |                                     |
| CONTRACTOR INFORMATION  | Contractor  | CONVOY OF HOPE             |                        | Contact Person         | STEVE PULLS                         |
|   | Contractor Address  | 330 S. PATTERSON AVE       |                        | Phone No (417)         | 860-9636                            |
|   | City, State, Zip  | SPRINGFIELD, MO 65802      | Contractor License No: | Fax No ( )             |                                     |
| DESIGNER INFORMATION  | Designer  | WEISER TENT SERVICE        |                        | Contact Person         | JOHN WEISER                         |
|   | Firm Address  | 10 N. INDUSTRIAL DR.       |                        | Phone No (800)         | 798-0119                            |
|   | City, State, Zip  | MONETT, MO 65708           |                        | Fax No ( )             |                                     |
| PERMIT APPLICANT INFORMATION  | Permit Applicant Is:  | Owner                      | Designer               | Contractor             | Other; specify                      |
|   | Applicant's Printed Name  | TIM SANDERS                |                        |                        | VOLUNTEER PROJECT MANAGER           |
|   | Applicant's Address   | 2064 119TH AVE N.E         |                        |                        | Applicant's Phone No (612) 877-1283 |
|   | City, State, Zip  | BLAINE, MN 55449           |                        |                        | Applicant's Fax No ( )              |
| CLASS OF WORK AND SCHEDULE  | Class of Work:  | New                        | Addition               | Alteration             | Other; specify                      |
|   | Anticipated Start Date:   | JULY 29, 2015              |                        |                        | Anticipated Completion Date:        |
|   | HUMANITARIAN OUTREACH   |                            |                        |                        |                                     |
|   | Description: THIS IS A COLLABORATIVE EFFORT TO PROVIDE THOUSANDS OF STRUGGLING PEOPLE IN OUR COMMUNITY WITH GROCERIES, HEALTH COMMUNITY AND JOB SERVICES, FAMILY PORTRAITS, PRAYER, AND GAMES AND ACTIVITIES FOR CHILDREN. ALL FREE OF CHARGE TO EACH GUEST |                            |                        |                        |                                     |
| City Council Review Date: Conditions:   |   |                            |                        |                        |                                     |
| Applicant Name (Print)  |   | Applicant Signature        |                        |                        | Date                                |
| TIM SANDERS   |   |                            |                        |                        | 6/23/15                             |
| INSPECTION FEES   |   |                            |                        |                        |                                     |
| Fees are established by the City Council by Resolution. See Fee Schedule for details. |   |                            |                        |                        |                                     |



# CONVOY OF HOPE Minneapolis

Site Map @ Spring Lake Park High School  
Revised 6-3-15

- ➡ = Foot Traffic
- ⬅ = Vehicle Traffic
- ⋯ = Safety Fencing
- ⬆ = Safety Personnel
- = Manned Gate
- ⊕ = Restroom
- = Vehicle Gate
- ⊕ = Handicap Restroom







1991

Imagery Date: 10/11/2014

45°06'49.18" N 93°14'43.28" W elev 913 ft

eye alt 3233 ft

Google earth



## Spring Lake Park High School Site Map notes

- Will 10x50 Mobile Medical Unit fit through gate to field? Is it OK with the school?
- Food Services - Best area to cook the food?
- Job and Career – Do they have a mobile unit or do we use the tent?

### **Minneapolis Tents by Size = 16**

#### **4 = 10x10**

|                    |       |
|--------------------|-------|
| Site Entertainment | 10x10 |
| Information        | 10x10 |
| Child Recovery     | 10x10 |
| First Aid          | 10x10 |

#### **1 = 20x20**

Volunteer Services 20x20

#### **1 = 20x40**

|               |       |
|---------------|-------|
| Plum Organics | 20x40 |
|---------------|-------|

#### **1 = 30x30**

|               |       |
|---------------|-------|
| Women's Shoes | 30x30 |
|---------------|-------|

#### **2 = 40x40**

|                      |       |
|----------------------|-------|
| Food Service         | 40x40 |
| NBCF Children's Area | 40x40 |

#### **1 = 40x60**

|                  |       |
|------------------|-------|
| Family Portraits | 40x60 |
|------------------|-------|

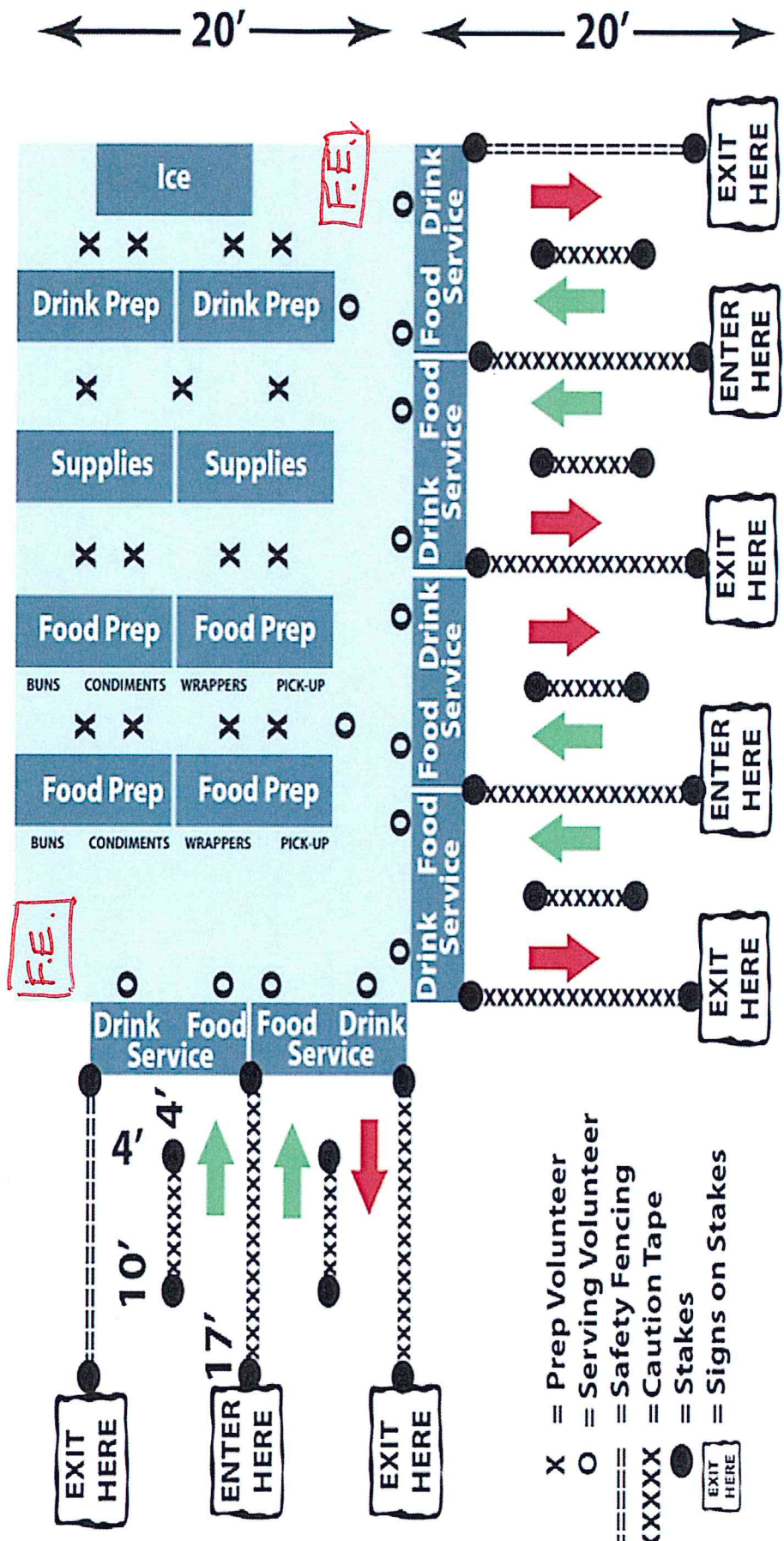
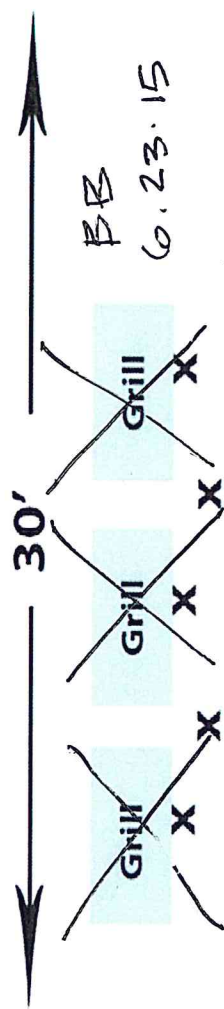
#### **6 = 60x90**

|                    |       |
|--------------------|-------|
| Community Services | 60x90 |
| Connections        | 60x90 |
| Health Services    | 60x90 |
| Job & Career       | 60x90 |
| NBCF               | 60x90 |
| Children's Shoes   | 60x90 |

### **Safety Volunteers**

- Guest Line Entrances
- Entrance gate(s)
- Handicap Entrance
- Volunteer Entrance
- Emergency Vehicle Entrance gates
- Site Exit
- Kids Zone Entrance & Exit gates

\* MIN. 12' BETWEEN TENTS.

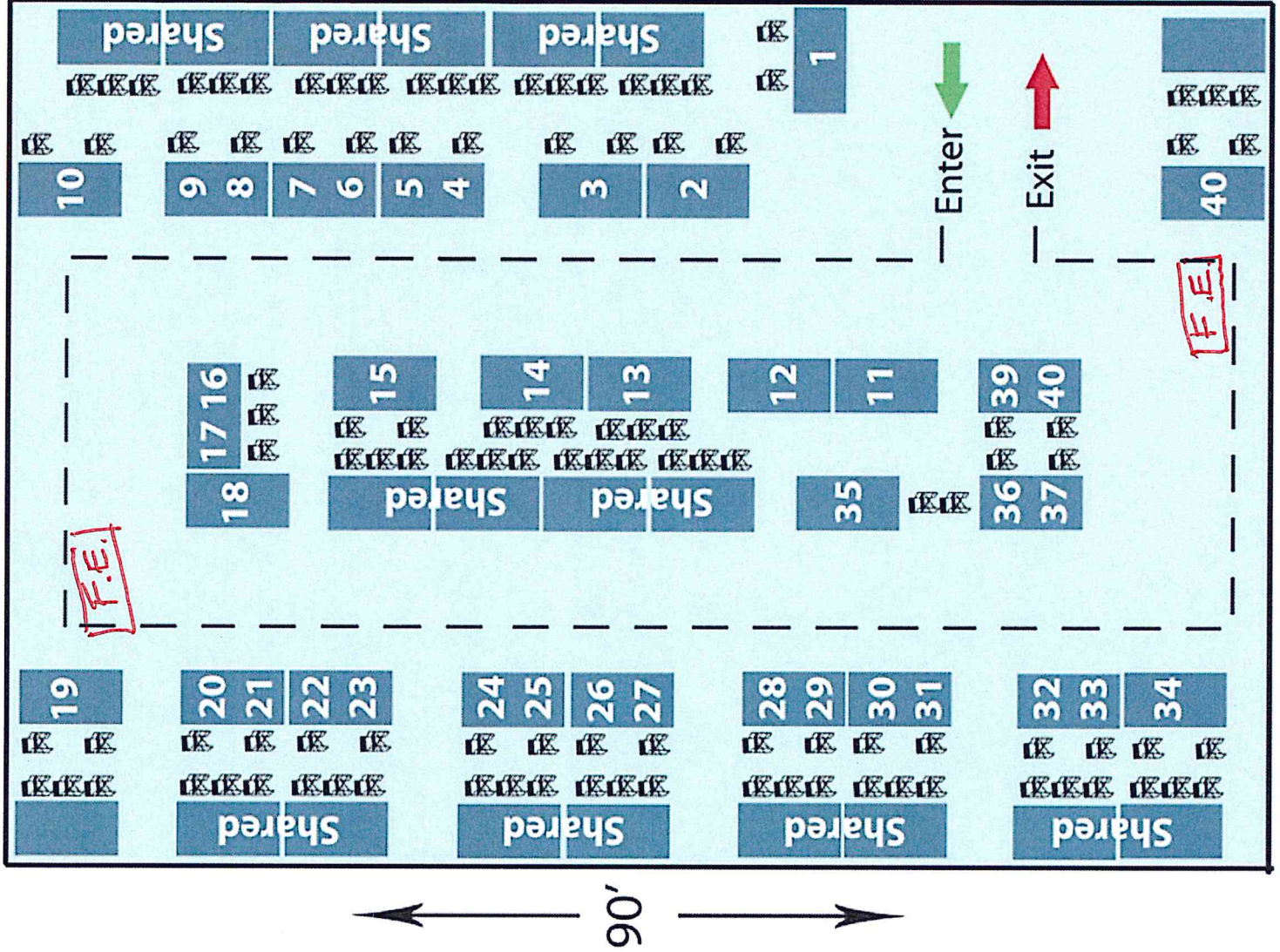


- X = Prep Volunteer
- O = Serving Volunteer
- ==== = Safety Fencing
- XXXXXX = Caution Tape
- = Stakes
- [EXIT HERE] = Signs on Stakes

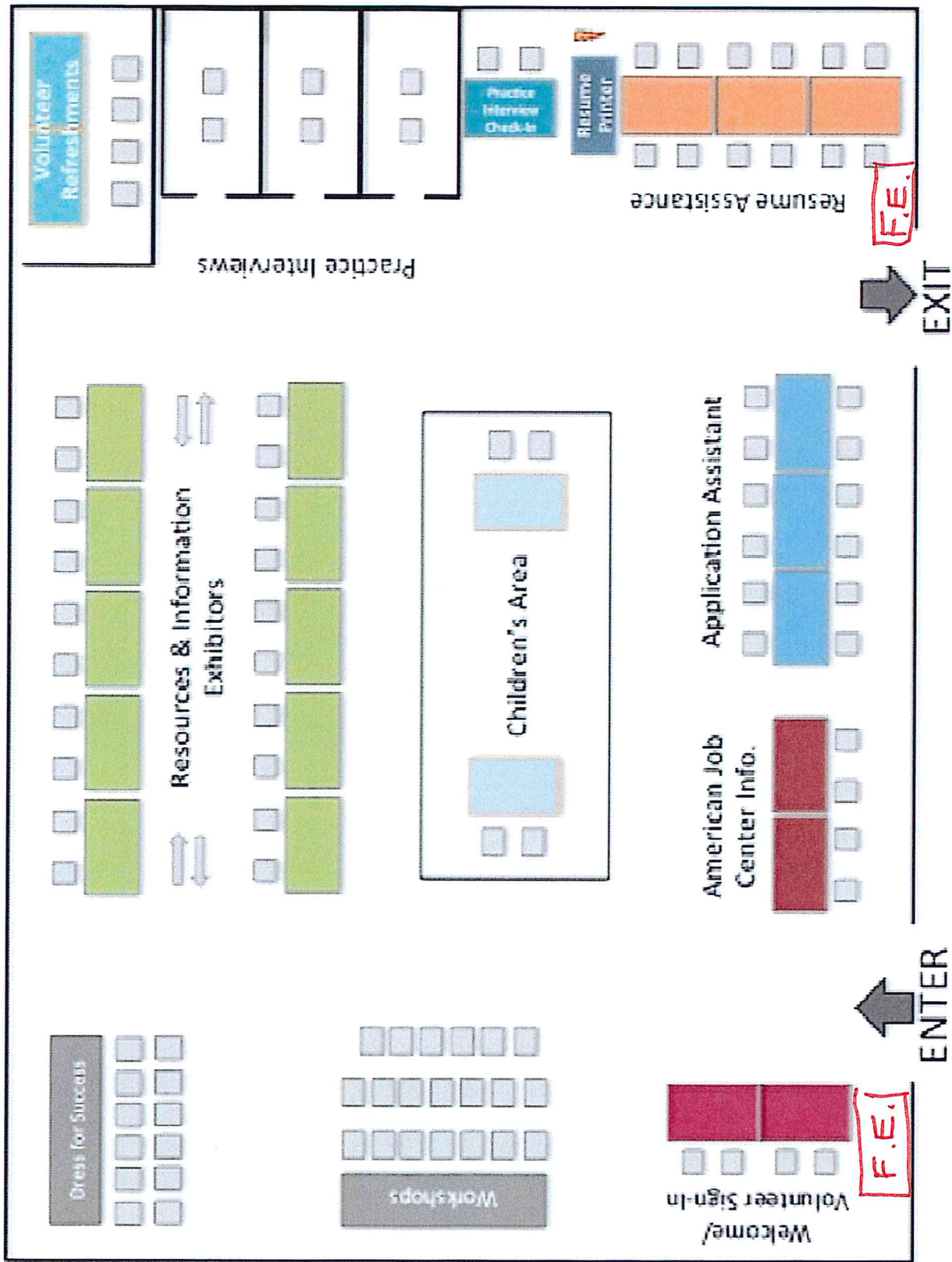


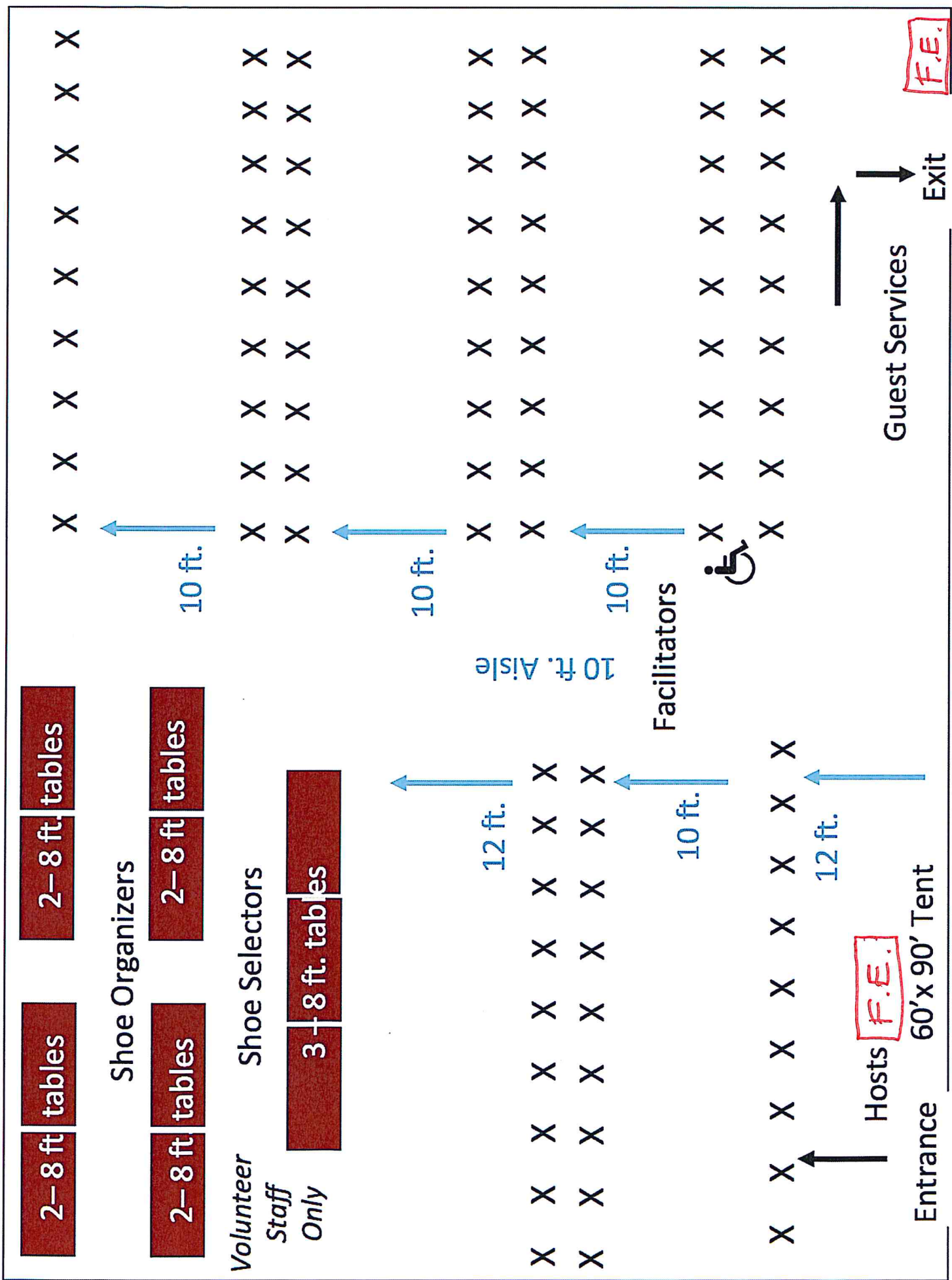
Chair = L

1. Information Table
2. Alcoholics Anonymous
3. American Cancer society
4. Childcare Resources
5. Crisis Pregnancy Center
6. Student Tutor Programs
7. Fingerprint I.D. for Children
8. Homeless Shelters
9. Public Transportation Assistance
10. WIC
11. Private Industry Council
12. Neighborhood Vitality Development
13. Habitat for Humanity
14. Public Housing Authority
15. Partnership for Safe Families
16. YMCA Women's Emergency Shelter
17. Divorce Recover
18. KWOI & KTOF Radio
19. Youth Center
20. Alcoholics Victorious
21. Family & Community Health Alliance (WIC)
22. Concerned About Teen Sexuality (CATS)
23. Sexual Health Education
24. Ask an Attorney
25. Legal Aid Society
26. Parent Education Consortium
27. After School Programs
28. Hispanic Ministries
29. D.A.R.E.
30. Teen Challenge
31. Youth for Christ
32. House of Prayer
33. Salvation Army
34. American Legion Veterans
35. Alpha Prison int'l Ministries
36. Veterans Bureau
37. Voter Registration
38. Fire Department
39. Police Department
40. Aid to Women









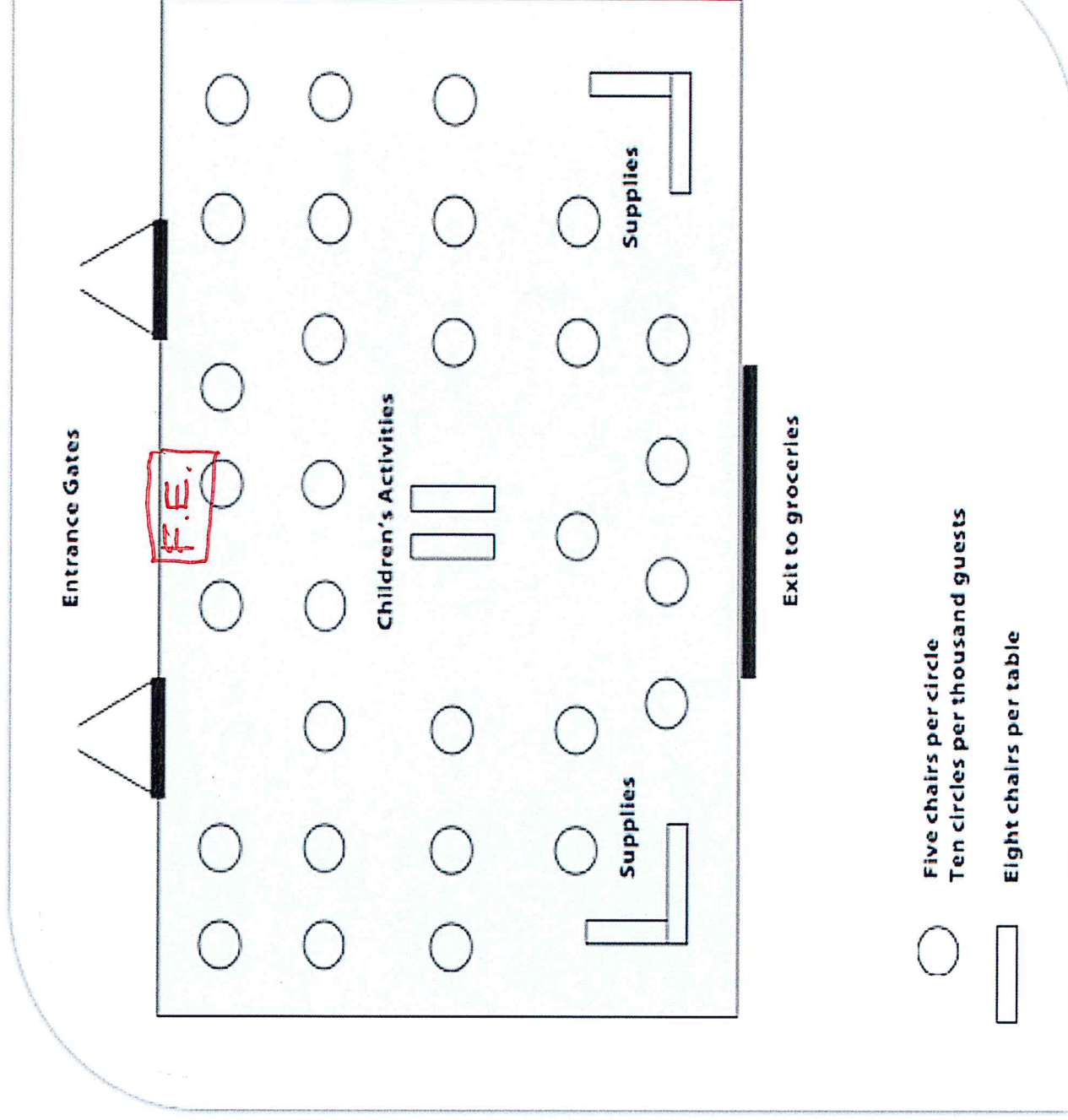


## INECTIONS TENT SET-UP

elow diagram shows the imended setup for the actions Tent.

Circles of chairs are arranged with five chairs per circle including chairs for two trained volunteers (10 circles per thousand expected guests, e.g., 30 circles for 3,000 expected guests).

Children's ministry tables with activities are provided and positioned so parents and guardians can see their children at all times.



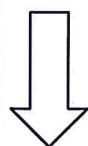
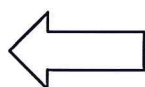
# Women's Shoes Tent Layout

30 x 30 Tent with 3  
Side Walls

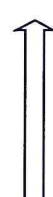


Side Wall

EXIT



EXIT



EXIT



Distribution Table



Distribution Table



SHOES

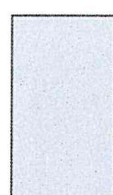
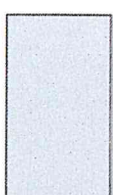
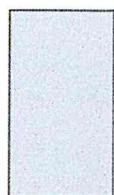


SHOES



SHOES

Pallets



Side Wall



Return Table

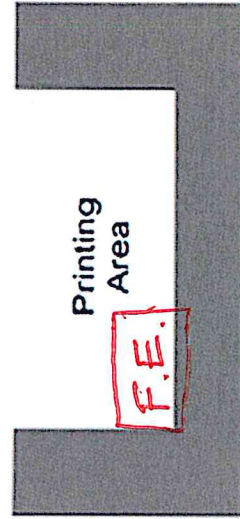
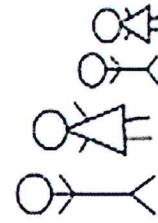
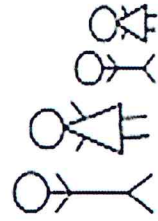
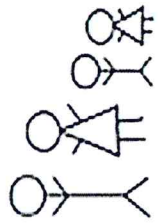
Side Wall

40'

Backdrop 1

Backdrop 2

Backdrop 3



Printing  
Area

Enter

Exit



Photo Pickup  
Tables



0'

# *Certificate of Flame Resistance*

## *Weiser Tent Service*

*This is to certify that the tent used by:*

*is constructed of flame resistant material.*

*Name of chemical:* Lam Tex

*Chemical Registered No:* F419.01

*Name of applicant:* Vince Rosato

*NFPA 701 Certified Flame retardance is inherent and will not wash out.*

WEISER TENT SERVICE  
10 N. INDUSTRIAL DRIVE  
MONETT, MO 65708  
PHONE: 417-235-8227





CALIFORNIA DEPARTMENT OF FORESTRY and FIRE PROTECTION  
OFFICE OF THE STATE FIRE MARSHAL

## REGISTERED FLAME RESISTANT PRODUCT

Product:

LAM-TEX

Registration No.

F-41901

Product Marketed By:

CALIFORNIA COMBINING

5607 S SANTA FE

LOS ANGELES, CA 90058

This product meets the minimum requirements of flame resistance established by the California State Fire Marshal for products identified in Section 13115, California Health and Safety Code.

The scope of the approved use of this product is provided in the current edition of the CALIFORNIA APPROVED LIST OF FLAME RETARDANT CHEMICALS AND FABRICS, GENERAL AND LIMITED APPLICATIONS CONCERNS published by the California State Fire Marshal.

Deputy State Fire Marshal

Expire: 6/30/2013



## UNITED STATES TESTING COMPANY, INC.

CALIFORNIA COMBINING CORP.  
5607 SO. SANTA FE AVE.  
LOS ANGELES, CALIF. 90058

TEST REQUEST AND METHODFlammability

Per State of California Administrative Code Title 19,  
Public Safety, Subchapter 8, Article 4, Sections 1272(c)  
and 1273.2 (Fabrics for Exterior Use):

A. Medium Scale Test, Section 1273.3

"Unsupported Film, Synthetic Fabrics and Coated Fabrics",  
in its original condition only (i.e., as received).

Conditioning : 70 ± 2°F and 65% relative humidity for at least 8 hours prior to testing.

Specimen Orientation  
and Flame Impingement : Specimen suspended with its lower edge approximately 2 inches in the test flame applied vertically at the center of the lower edge. Every effort was made to ignite the test specimen.

Fuel Used : Gas B

Requirements:

1. The after flame time shall not exceed two (2) seconds. Exception is made for short duration flaming in accumulated charred areas which produced no flame spread or travel.
2. No flame shall reach the top of the specimen.





UNITED STATES TESTING COMPANY, INC.

CALIFORNIA COMBINING CORP.  
9607 SO. SANTA FE AVE.  
LOS ANGELES, CALIF. 90058

TEST REQUEST AND METHOD (cont.)Flammability (cont.)B. Small Scale Test, Section 1237, Paragraph (b)

Amended in 1986 and modified by the State Fire Marshal in subsequent discussions. The sample was tested in its original condition and after 360 hours accelerated weathering exposure using a twin enclosed carbon-arc lamp apparatus.

The weathering was conducted with successive cycles of 17 minutes of light without water spray and 3 minutes of light with water spray.

Conditioning : Oven exposure at 140°F for 1 hour prior to testing.

Flame Applied: 12 seconds

Fuel : Gas B

Requirements:

Char Length : 6 inches, maximum, average  
After Flame : 4 seconds, maximum, average



CALIFORNIA COMBINING CORP.  
5607 SO. SANTA FE AVE.  
LOS ANGELES, CALIF. 90058

# UNITED STATES TESTING COMPANY, INC.

181311  
7/13/89

## TEST RESULTS

SGS

| <u>Test Performed</u>   | <u>Direction</u> | <u>Specimen</u> | <u>After Flame (Seconds)</u> | <u>Char Length (Inches)</u> | <u>Flaming to the Top of the Specimen</u> |
|---|------------------|-----------------|------------------------------|-----------------------------|---|
| <b>Flammability per California, Title 19</b>                            |                  |                 |                              |                             |   |
| 1. Medium Scale Test<br>(Section 1273.3),<br>Original Condition         | Machine          | 1               | 0.1                          | N/A                         | None                                      |
|   |                  | 2               | 0.2                          | N/A                         | None                                      |
|   |                  | 3               | 0.2                          | N/A                         | None                                      |
|   | Cross            | 1               | 0.2                          | N/A                         | None                                      |
|   |                  | 2               | 0.4                          | N/A                         | None                                      |
|   |                  | 3               | 0.1                          | N/A                         | None                                      |
| 2. Small Scale Test<br>(Section 1237, Para. b)<br>a. Original Condition | Machine          | 1               | 0.0                          | 4.1                         | N/A                                       |
|   |                  | 2               | 0.4                          | 4.0                         | N/A                                       |
|   |                  | 3               | 0.0                          | 4.3                         | N/A                                       |
|   | Cross            | 1               | 1.0                          | 5.2                         | N/A                                       |
|   |                  | 2               | 0.4                          | 5.2                         | N/A                                       |
|   |                  | 3               | 0.5                          | 4.2                         | N/A                                       |
|   |                  | Avg.            | 0.4                          | 4.5                         |   |
|   | Machine          | 1               | 0.7                          | 5.3                         | N/A                                       |
|   |                  | 2               | 0.0                          | 5.0                         | N/A                                       |
|   |                  | 3               | 0.8                          | 5.0                         | N/A                                       |
|   | Cross            | 1               | 0.3                          | 4.2                         | N/A                                       |
|   |                  | 2               | 0.7                          | 5.4                         | N/A                                       |
|   |                  | 3               | 0.0                          | 3.9                         | N/A                                       |
|   |                  | Avg.            | 0.4                          | 4.8                         |   |
| b. After Weathering<br>(360 hours)                                      |                  |                 |                              |                             |   |



UNITED STATES TESTING COMPANY, INC.

CALIFORNIA COMBINING CORP.

5607 SO. SANTA FE AVE.  
LOS ANGELES, CALIF. 90058COMMENTS

The submitted Lam-Tex coated fabric sample meets the flammability requirements of the State of California, Title 19, for: Fabric for Exterior Use.

1. Medium Scale Test, Section 1273.3

2. Small Scale Test, Section 1237, Paragraph (b) - both original condition and after 360 hours accelerated weathering exposure.

\* \* \* \* \*



The  
**Govmark**  
Organization, Inc.

96-D Allen Boulevard  
Farmingdale, New York 11735-5828 USA  
Tel. +1 (631) 293-8944 Fax +1 (631) 293-8966  
e-mail: info@govmark.com

Page 1

|   |  |            |   |        |                           |
|---|--|------------|---|--------|---------------------------|
| Received: 01/17/2012  | Completed: 01/17/2012  | Letter: O1 | rb  | P.O.#: | Test Report #: 2-90631-1- |
| Client's Identification   | Style: Lam Tex. Content: 9x9x1000x1000. Width: 61". Finish: Polish. Weight: 16oz. End Use: Tents, Curtains, Sidewalls. |            |   |        |                           |
| Tested For: Dana Otey<br>California Combining Corp.<br>5607 S. Santa Fe Avenue<br>Los Angeles, CA 90058 |  |            | Key Test: NFPA 701-2010 TM#2 Flat 340<br>Tel: 1-(323)-589-5727<br>Fax: 1-(323)-585-8078<br>Ext: |        |                           |

PC:1H

TEST PERFORMED: NFPA 701 - Standard Methods of Fire Tests for Flame Propagation of Textiles and Films - 2010 Edition - Test Method #2 - Flat Sheet Specimens

SPECIMEN CONFIGURATION: ☒ Single Layer; ☐ Multi Layer

RESULTS REPORTED: ☒ Initially ☐ After 72 hours water leaching  
☐ After 3 dry cleanings ☐ After 100 hours accelerated weathering  
☐ After 5 launderings @ 160°F

## RESULTS:

| Length Specimen # | Afterflame (seconds) | Drip Burn (seconds) | Char Length (mm) |
|-------------------|----------------------|---------------------|------------------|
| 1                 | 0                    | 0                   | 205              |
| 2                 | 0                    | 0                   | 150              |
| 3                 | 0                    | 0                   | 210              |
| 4                 | 0                    | 0                   | 147              |
| 5                 | 0                    | 0                   | 180              |
| 6                 | 0                    | 0                   | 169              |
| 7                 | 0                    | 0                   | 189              |
| 8                 | 0                    | 0                   | 156              |
| 9                 | 0                    | 0                   | 193              |
| 10                | 0                    | 0                   | 201              |

APPROXIMATE WEIGHT OF MATERIAL (as measured by Govmark): 541 g/m<sup>2</sup>

FAILURE CRITERIA: For each individual specimen --

| Afterflame          | Drip Burn           | Char Length            |
|---------------------|---------------------|------------------------|
| Exceeds 2.0 seconds | Exceeds 2.0 seconds | Exceeds 435 mm (17.1") |

RETEST PROVISION: Test 5 additional specimens if only 1 specimen fails.

CONCLUSION: Based on the above Results and Failure Criteria; the item tested:

☒ Passes; ☐ Fails; ☐ Requires testing of 5 additional specimens.

CERTIFICATION: I certify that the above results were obtained after testing specimens in accordance with the procedures and equipment specified by NFPA 701 - 2010 Edition Test Method #2 Flat Sheet Specimens.

AUTHORIZED SIGNATURE

THE GOVMARK ORGANIZATION, INC. / ec 146

JAN 26 2012

(Page 1 of 2)

MS. PHYLLIS PETTIT

File Copy



96-D Allen Boulevard  
 Farmingdale, New York 11735-5626 USA  
 Tel. +1 (831) 293-8944 Fax +1 (831) 293-8958  
 e-mail: info@govmark.com

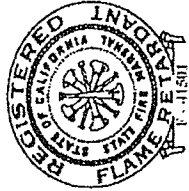
Page 2

|   |   |            |    |  |                |            |
|---|---|------------|----|--|----------------|------------|
| Received: 01/17/2012  | Completed: 01/17/2012   | Letter: O1 | rb | P.O.#:   | Test Report #: | 2-90631-1- |
| Client's Identification   | Style: Lam. Tex. Content: 9x9x1000x1000. Width: 61". Finish: Polish. Weight: 16oz. End Use: Tents, Curtains, Sidewalls. |            |    |  |                |            |
| Tested For: Dana Otoy<br>California Combining Corp.<br>5607 S. Santa Fe Avenue<br>Los Angeles, CA 90058   |   |            |    | Key Test: NFPA 701-2010 TM#2 Flat 340<br>Tel: 1-(323)-589-5727 Ext:<br>Fax: 1-(323)-585-8078 |                |            |
| <p>PRECONDITIONING: <input checked="" type="checkbox"/> 1 hr @ 220°F (Standard)<br/> <input type="checkbox"/> 24 hrs @ 60±9°F (Alternate: Material shrinks/distorts @ 220°F)</p> <p>REMARKS:<br/>None.</p> <p>CONVERSION FACTORS:<br/> mm + 25.4 = inches<br/> g/m<sup>2</sup> ÷ 28.35 x .835 = oz/yd<sup>2</sup></p> |   |            |    |  |                |            |

(Page 2 of 2)

# CERTIFICATE OF FLAME RESISTANCE

REGISTERED APPLICATION NUMBER



F - 41501

TRADE NAME

of

FLAME-RESISTANT FABRIC

ISSUED BY

SEATTLE TEXTILE COMPANY  
3434 2<sup>nd</sup> Avenue South  
Seattle, WA 98134

F/R TENT TOP

This is to certify that the materials described below have been flame-retardant treated  
( or are inherently nonflammable ) and were supplied to:

WEISER TENT SERVICE  
10 N. INDUSTRIAL DRIVE  
MONETT, MO 65708

Description: 61" 14oz "F/R" Tent Top / "Gloss" Finish

Style: ST1309K (G) FR Item #: VL-LU13-061-XX

Color(s): White, Royal, Red, Green, Yellow, Sand, Black

Certification is hereby made that:

The articles described on this certificate have been made from a flame-resistant fabric  
Registered and approved by the California State Fire Marshal, equal to or exceeds CSFM,  
NFPA 701 - Test 1 (Small Scale), NFPA 701 - Test 2 (Large Scale), CPAI-84, & NYC MEA

The Flame Retardant Process Used WILL NOT Be Removed By  
Washing And Is Effective For The Life Of The Fabric

SEATTLE TEXTILE COMPANY

Signed: *Scott Kaczmarek*

Name of Applicator of Flame Resistant Finish

Certification Specialist - Scott Kaczmarek / Seattle Textile Company

--- This Certificate Expires on: 12/31/2016 ---

Certificate of Flame Resistance - WEISER TENT SERVICE VL-LU13-061-XX 2016

# CERTIFICATE OF FLAME RESISTANCE

REGISTERED APPLICATION NUMBER



F - 41501

TRADE NAME

of

FLAME-RESISTANT FABRIC

**F/R BLACKOUT  
TENT TOP LAMINATE**

ISSUED BY

SEATTLE TEXTILE COMPANY  
3434 2<sup>nd</sup> Avenue South  
Seattle, WA 98134

This is to certify that the materials described below have been flame-retardant treated  
( or are inherently nonflammable ) and were supplied to:

**WEISER TENT SERVICE  
10 N. INDUSTRIAL DRIVE  
MONETT, MO 65708**

Description: 61" 16oz "F/R" Blackout Tent Top Laminate "Gloss" Finish

Style: ST1009BL (G) FR Item #: VL-LU16-061-00B

Color(s): White only

Certification is hereby made that:

The articles described on this certificate have been made from a flame-resistant Fabric Registered and approved by the California State Fire Marshal, equal to or exceeds CSFM, NFPA 701 - Test 1 (Small Scale), NFPA 701 - Test 2 (Large Scale), CPAI-84, & NYC MEA

The Flame Retardant Process Used WILL NOT Be Removed By Washing And Is Effective For The Life Of The Fabric

SEATTLE TEXTILE COMPANY

Signed:

*Scott Kaczmarek*

Name of Applicator of Flame Resistant Finish

Certification Specialist - Scott Kaczmarek / Seattle Textile Company

--- This Certificate Expires on: 12/31/2016 ---

Certificate of Flame Resistance - WEISER TENT SERVICE VL-LU16-061-00B 2016

CONVOY OF HOPE

# MINNEAPOLIS

# FREE

**SATURDAY**

**AUGUST 1, 10 AM**

**SPRING LAKE PARK HIGH SCHOOL**

1100 81ST AVENUE NE, SPRING LAKE PARK, MN 55432

763-784-7777

[convoyofhope.org/minneapolis](http://convoyofhope.org/minneapolis)

GROCERIES  
KIDS ZONE  
HEALTH SERVICES  
PRAYER  
LUNCH  
FAMILY PORTRAITS  
DJ ENTERTAINMENT  
COMMUNITY SERVICES  
BREAST HEALTH SERVICES  
NUTRITION EDUCATION  
JOB & CAREER SERVICES



WHILE SUPPLIES LAST • NO ID REQUIRED • RAIN OR SHINE



CONVOY OF  
**HOPE**

CONVICTS  
IN  
MINNESOTA  
FOUNDATION





---

---

**MEMO**

---

---

**TO:** MAYOR AND COUNCIL  
**FROM:** MARIAN RYGWALL, PARKS & RECREATION DIRECTOR  
**SUBJECT:** CITY HALL FACILITY USE POLICY  
**DATE:** 6/24/2015

---

We regularly receive calls from residents who are looking for a space to hold special events indoors. Often times a park building works for their event. However, with some occasions such as a bridal shower tea, a park building is less than ideal. The city administrator asked Jenny and I to conduct a survey of surrounding communities as to their policies and fees charged for facility use. Please find attached a summary of the results. The results show an average hourly rate of \$26/hr for residents and \$43/hour for non-residents, with staff present.

The recommendation for a facility use permit fee has two options listed for your consideration:

Option 1: \$60/day for resident use only, no staff present.

Option 2: \$25/hr resident, \$40/hr non-resident, with staff present. A building supervisor would be hired on an as needed basis and paid for from the permit fee.

In reviewing the policies each city has in place, the rules listed below are proposed to be included in a facility use policy:

- Charge for use by the general public. Non-profit or public meetings could be exempt.
- City employees qualify as residents.
- User pays for all damages. Clean up is the responsibility of the user, a vacuum would be available for use.
- Open flames are prohibited.
- Use of confetti and glitter not allowed.
- Adhering decorations to the walls and ceiling require prior approval.
- No smoking or alcohol allowed.
- User representative shall assume full responsibility for the conduct of the entire group. Children must be under the direct supervision of an adult at all times.
- User indemnifies and holds harmless the City of Spring Lake Park.
- Pre-made food would be allowed to be brought into the facility.
- Maximum capacity 30 - Council Chambers B.
- \$100 damage deposit with completed application.

If council wishes to allow residents and/or non-residents to use Council Chambers B for a special event, staff recommends adopting a facility use policy to include the rules as proposed, and to charge a facility use permit fee from either option 1 or option 2.

| Facility Use Survey          |                                 |   |                   |  |
|------------------------------|---------------------------------|---|-------------------|--|
| City                         | Facility                        | Facility Fee<br>Evening/Weekend   | Damage<br>Deposit | Restrictions                                       |
| Andover                      | Community Center                | \$25/h ½ room<br>\$50/hr full room  | \$50              | \$50 service fee for<br>outside food               |
| Arden Hills                  | City Hall                       | Res \$63/day<br>Non-res \$137/day   | \$105             | Staff present                                      |
| Blaine                       | Park Buildings                  | Resident \$25/hr<br>Non-res \$30/hr   | \$300             | City Hall use for public<br>groups only; no scouts |
| Coon Rapids                  | Community Center                | Res \$40-115 – 4 hr<br>Non-res \$48-135 -4 hr                               | \$75              | Rate depends on day<br>of week                     |
| Fridley                      | Community Center                | Res \$45/hr<br>Non-res \$65/hr  | \$150             | Includes staff fee of<br>\$15/hr                   |
| New Brighton                 | Community Center                | Res \$130 – 4 hr<br>Non-res \$155 – 4 hr                                    | \$300             |  |
| Mounds View                  | Community Center                | Res \$37, non \$74/hr<br>Or<br>Res \$126 – 4 hr<br>Non-res \$252 - 4 hr     | \$300             | No outside food                                    |
| Ramsey                       | City Hall                       | Res \$75/day<br>Non-res \$100/day   | \$100             | \$54/hr after business<br>hours plus room fee.     |
| Robbinsdale                  | Public Safety Bldg              | \$25/hr   | \$75              | Public groups only                                 |
| Shoreview                    | Community Center                | Res \$35 – 2 hr<br>Non-res \$50 – 2 hr                                      | \$25              |  |
|                              |                                 |   |                   |  |
| <b>Average</b>               |                                 | <b>Res \$104 - 4 hrs</b><br><b>Res \$26/hr</b><br><b>Non-res \$43/hr</b>    | <b>\$148</b>      | <b>Staff present</b>                               |
| Proposed<br>Spring Lake Park | City Hall<br>Council Chambers B | Res \$60 – 4 hr w/o staff<br>Res \$25/hr w/staff<br>Non-res \$40/hr w/staff | \$100             | Max capacity 30.                                   |

*Note: Staff are present at all community centers. The two city halls require staff present.*

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## MEMORANDUM

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**TO:** MAYOR HANSEN AND MEMBERS OF THE CITY COUNCIL  
**FROM:** DANIEL R. BUCHHOLTZ, CITY ADMINISTRATOR  
**SUBJECT:** WETLAND CREDIT PURCHASE AGREEMENT  
**DATE:** JULY 2, 2015

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City Engineer Gravel is finalizing plans for the CSAH 35 turn lane and sidewalk project, which is a requirement of the Substance Church Special Use Permit. The improvements will result in wetland impacts. The wetland impacts will be addressed through the purchase of wetland credits. Approval of the enclosed agreement will authorize the purchase of those wetland credits. As this is part of the required CSAH 35 turn lane/sidewalk project, Substance Church will be responsible for this cost.

If you have any questions, please don't hesitate to contact City Engineer Phil Gravel at 651-604-4885.

*The following is a sample of a possible Purchase Agreement for the sale of Wetland Banking Credits. This Purchase Agreement does not necessarily cover all of the issues that would be important to Sellers and Buyers, nor does it address the terms that would be appropriate for any particular transaction. Sellers and Buyers should obtain the services of qualified legal counsel to adapt this Purchase Agreement to meet their specific needs.*

## PURCHASE AGREEMENT FOR WETLAND BANKING CREDITS

THIS AGREEMENT is made this 6 day of July, 2015\_ between  
City of Spring Lake Park\_\_\_\_\_ (Seller) and \_  
(Bank Account # 1537) \_\_\_\_\_ (Buyer).

1. Seller agrees to sell to Buyer, and Buyer agrees to buy from Seller, the wetland banking credits (Credits) listed below:

| CREDITS TO BE SOLD  |                  |                                    |                                   |                           |                |              |
|---|------------------|------------------------------------|-----------------------------------|---------------------------|----------------|--------------|
| Credit Sub-Group <sup>1</sup>   | Acres or Sq. Ft. | Wetland Circ. 39 Type <sup>2</sup> | Plant Community Type <sup>3</sup> | Cost per Acre or Sq. Foot | State Fee 6.5% | Fee Estimate |
| A.  | 0.0620           |                                    | shallow marsh                     | 87120 per Ac.             | 0.065          | 182.34       |
| B.  |                  |                                    |                                   |                           | 0.065          |              |
| C.  |                  |                                    |                                   |                           | 0.065          |              |
| D.  |                  |                                    |                                   |                           | 0.065          |              |
| E.  |                  |                                    |                                   |                           | 0.065          |              |
| Totals  |                  |                                    |                                   | 5,401.44                  |                | 182.34       |
| <input type="checkbox"/> Check here if additional credit sub-groups are part of this account and are listed on an attachment to this document.<br><sup>1</sup> A separate credit sub-group shall be established for each wetland or wetland area that has different wetland characteristics.<br><sup>2</sup> Circular 39 types: 1, 1L, 2, 3, 4, 5, 6, 7, 8, B, U.<br><sup>3</sup> <b>Wetland plant community type:</b> shallow open water, deep marsh, shallow marsh, sedge meadow, fresh meadow, wet to wet-mesic prairie, calcareous fen, open bog or coniferous bog, shrub-carr/alder thicket, hardwood swamp or coniferous swamp, floodplain forest, seasonally flooded basin. <i>See Wetland Plants and Plant Communities of Minnesota and Wisconsin (Eggers and Reed, 1997) as modified by the Board of Water and Soil Resources, United States Army Corps of Engineers..</i> |                  |                                    |                                   |                           |                |              |

2. Seller represents and warrants as follows:
- a) The Credits are deposited in an account in the Minnesota Wetland Bank administered by the Minnesota Board of Water and Soil Resources (BWSR) pursuant to Minn. Rules Chapter 8420.0700-.0760.

b) Seller owns the Credits and has the right to sell the Credits to Buyer.

3. Buyer will pay Seller a total of \$\_5,401.44\_ for the Credits, as follows:

- a) \$\_0\_ as earnest money, to be paid when this Agreement is signed; and
- b) The balance of \$\_5,401.44\_ to be paid on the Closing Date listed below.

4. ☒ Buyer, ☐ Seller agrees to pay to a withdrawal fee of \$\_182.34\_ to the State of Minnesota based on 6.5% of the agreed to purchase price. At the Closing Date, ☒ Buyer, ☐ Seller will execute a check made out for this amount, payable to the Board of Water and Soil Resources.

5. The closing of the purchase and sale shall occur on \_Sept. 1 or at Permit Approval\_\_\_\_, 2015\_\_ (Closing Date) at \_\_Via Mail\_. The Closing Date and location may be changed by written consent of both parties. Upon payment of the balance of the purchase price, Seller will sign a fully executed Application for Withdrawal of the Credits in the form specified BWSR, provide a copy of the Application for Withdrawal to the Buyer and forward the same to the BWSR along with the check for the withdrawal fee.

6. Buyer has applied or will apply to \_\_Rice Creek Watershed District\_ (Local Government Unit (LGU) or other regulatory authority) for approval of a replacement plan utilizing the Credits as the means of replacing impacted wetlands. If the LGU has not approved the Buyer's application for a replacement plan utilizing the Credits by the Closing Date, and no postponement of the Closing Date has been agreed to by Buyer and Seller in writing, then either Buyer or Seller may cancel this Agreement by giving written notice to the other. In this case, Seller shall return Buyer's earnest money, and neither Buyer nor Seller shall have any further obligations under this Agreement. If the LGU has approved the replacement plan and the Seller is ready to proceed with the sale on the Closing Date, but Buyer fails to proceed, then the Seller may retain the earnest money as liquidated damages.

\_\_\_\_\_  
(Signature of Seller)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Signature of Buyer)

\_\_\_\_\_  
(Date)



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## MEMORANDUM

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**TO:** MAYOR HANSEN AND MEMBERS OF THE CITY COUNCIL  
**FROM:** DANIEL R. BUCHHOLTZ, CITY ADMINISTRATOR  
**SUBJECT:** PLANNING AND ZONING COMMISSION STUDENT APPOINTMENT  
**DATE:** JUNE 15, 2015

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Vince Smith, Chair of the Planning and Zoning Commission, worked with High School Counselor Donald Fineran to find interested students to fill the student position on the Planning and Zoning Commission. One student, Gabriel (Gabe) Strawn, expressed interested. Chair Smith and I interviewed Mr. Strawn on Monday, June 15 and came away very impressed. I am recommending the City Council appoint Mr. Strawn as the 2015-2016 student member of the Planning and Zoning Commission.

Mr. Strawn's resume is included for your review.

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

## **GABRIEL STRAWN**

**7835 Monroe St. NE, Spring Lake Park, MN 55432**

**763-639-2057**

**gabrielstrawn@yahoo.com**

### **EDUCATION**

|   |              |
|---|--------------|
| Prince of Peace Lutheran School, Spring Lake Park, MN | 2003-2009    |
| Westwood Middle School, Blaine, MN                    | 2009-2012    |
| Spring Lake Park High School, Spring Lake Park, MN    | 2012-Present |

### **ACHIEVEMENTS**

|   |                |
|---|----------------|
| Good grades in many honors and AP classes               | 2009 - Present |
| CIS German  | 2014 - Present |
| John Almquist Memorial for Excellence in the Arts Award | 2012           |

### **ACTIVITIES**

Many Plays and Musicals  
Band for 5 years  
Choir for 12+ years  
SLP Parks and Rec Softball for 4 years  
The Voice for 3 years  
National Honors Society  
Panther Mentors  
Tech Crew for 3 Years  
Pep Band for 3 years  
President of Church Youth Group

### **COMMUNITY SERVICE**

2 Students Today Leaders Forever Tours  
VBS Game Coordinator for 3 years  
Leadership Camp for 2 years  
The Voice for 3 years  
National Honors Society

### **REFERENCES**

Mark Waznik- Employer- 763-227-5336  
Melissa Krieger- Choir Director- 651-484-5377





City of Spring Lake Park

## Engineer's Project Status Report

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To: Council Members and Staff  
From: Phil Gravel

Re: **Status Report for 7.6.15 Meeting**  
File No.: R-18GEN

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**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. *A Pre-construction conference will be scheduled when requested by Visu-Sewer.*

### **2015 Seal Coat Project (193803134).**

*The seal coat work has been completed. A second sweeping and pavement markings will be completed in the next week or two.*

### **2014-2015 Street Improvement Project (193801577).**

*A majority of the work has been completed. A punch-list inspection on the project has been prepared. The punch-list includes several clean-up and seeding items that need to be addressed by the contractor.*

*The assessment process for 81<sup>st</sup> Ave., Arthur St., and the TH65 Service Drive has started. The final assessment rolls need to be formally received and the public assessment hearings need to be scheduled. .*

### **CSAH 35 Turn Lanes and Sidewalk (193802914).**

This project includes CSAH 35 improvements required as part of the SUP for 8299 Central Ave. Preliminary plans are being revised based on comments received from Anoka County. The wetland permitting process has started. *A purchase agreement for required wetland credits needs to be approved.*

### **MS4 Permit (193802936).**

*The Annual Report to the MPCA has been submitted. A Public Meeting to discuss MS4 activities will be held at the July 20<sup>th</sup> meeting.*

### **Lift Station No. 1 Equipment (193802805).**

We have been working with the 3 equipment suppliers for to make schedule adjustments in lieu of the re-bidding of the lift station construction project.

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

Bids were rejected on May 18<sup>th</sup>. Project will be re-bid this fall.

### **Other issues/projects.**

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, Cristina Mlejnek, Phil Carlson, Jim Engfer, Mark Rolfs, Tim Grinstead, Peter Allen, or me if you have any questions or require any additional information.





# **CORRESPONDENCE**





# TWIN CITIES Special Edition

SHAPING THE FUTURE OF MEDIA AND TECHNOLOGY IN OUR COMMUNITIES

## COMCAST CREATES MORE THAN 5,500 NEW JOBS AS PART OF MULTI-YEAR CUSTOMER EXPERIENCE TRANSFORMATION



**Comcast has announced a new, multi-year plan to reinvent the customer experience and to create a culture focused on exceeding customers' expectations, at all levels of the company. The plan centers on looking at every decision through a customer lens and making measureable changes and improvements across the company.**

The core elements of the strategic plan include: creating more than 5,500 customer service jobs over the next few years and setting a goal to always be on time for customer appointments by Q3 of 2015. It also includes major investments in technology and training to give employees the tools they need to deliver excellent service. The company will also simplify billing and create better policies to provide greater consistency and transparency to customers. Additionally, the plan includes the renovation of hundreds of stores across the country and the development of new technologies that will enable customers to interact with us how and when they want.

Comcast is also making significant investments in its workforce tools. The company is continuing to develop cutting-edge technology that will help its technicians and call center employees deliver excellent service. It is currently rolling out a new, cloud-based platform that gives employees a better, holistic view of the customer's account history so they have everything they need to help customers faster. Starting this year,

all employees, from senior management to frontline representatives, will be required to participate in additional customer experience training every year. In addition, new smart network tools have been developed to proactively diagnose issues in the network and enable Comcast engineers to solve them before they reach customers.

Comcast is also building new technology so that we can be available for customers where and when they want. The My Account app, which launched last year and has been downloaded more than one million times, puts customers in the driver's seat giving them the tools to troubleshoot problems and fix issues. Customers with questions or issues can also use the app to schedule a convenient time for a Comcast representative to call them – with no waiting on hold.

Another new feature, called Tech Tracker, is being trialed, and will be launched by the end of the year across all Comcast markets. This is how it works, customers



with scheduled appointments will be alerted through our App when our technician is about 30 minutes away from arriving at their house, and will be able to track this technician's progress on a map. We're hoping this will prevent our customers from just needing to sit at home and wait. They can check the app from the office, or wherever they are, and head home when they see we're on our way. If we are running late, which can happen if

## SERVING YOUR COMMUNITY

Comcast Corporation announced on April 24, 2015, that its merger agreement with Time Warner Cable and its transactions agreement with Charter Communications, Inc. have been terminated. While we believed the transaction was the right step for our company and consumers across the country, we knew from the beginning there would be regulatory hurdles.

The formation of GreatLand was always contingent upon the closing of our transaction with Time Warner Cable. With the deal not moving forward, the formation of GreatLand will not proceed.

We are ready to move on and continue growing our company. We are in a fantastic position to continue to innovate, create amazing products, and change the customer experience. We look forward to continuing to serve your community. ■

our tech gets tied up at someone else's house, we will let folks know that too, and provide real-time status updates so they can plan accordingly.

These are all examples of the changes Comcast has already begun to make, and will continue to make, to improve the customer experience. ■

## COMCAST TO OFFER 2 GIGABIT INTERNET SERVICE ACROSS TWIN CITIES

***Gigabit Pro Will Be Available To More Than 600,000 Homes by End of 2015***

***New 250 Mbps Internet Tier Will Also Launch Across Entire Service Area***

Comcast has announced it will roll out its new residential multi-gigabit broadband service to more than 600,000 homes across the Twin Cities later this year. Gigabit Pro is a symmetrical, 2 Gigabit-per-second service that will be delivered via a fiber-to-the-home solution and offered to customers throughout Comcast's footprint in the Minneapolis/St. Paul metro area.

In addition, Comcast will be launching Extreme 250, a new 250 Mbps Internet speed tier, available to Twin Cities area customers later this year.

Gigabit Pro will be available to homes within close proximity of Comcast's fiber network and will require installation of professional-grade equipment. The company has fiber at the core of its network and, for the past decade, it has invested billions of dollars to extend that fiber deeper into neighborhoods and closer to homes. To date, Comcast has built out more than 145,000 route miles of fiber across its nationwide service area, including the Twin Cities, to serve residential communities with a fiber to the home solution.

"The Twin Cities is one of the most sophisticated technology markets in the country, and we're excited about the opportunity to bring an entirely new level of broadband access to the region," said Jeff Freyer, Vice President, Comcast – Twin Cities Region. "Whether it's Gigabit Pro, Extreme 250, or one of our existing internet options, Comcast continues to look for opportunities to increase speeds, providing a wide range of options that meet customer needs."

In addition, Comcast is currently testing DOCSIS 3.1, a scalable, national, next generation multi-gigabit technology solution with plans to begin launching in early 2016. When fully deployed, it will mean almost every customer in Comcast's national footprint will be able to receive gigabit speeds over the existing network (a combination of both fiber and coax).

Comcast has made significant investments in the Twin Cities over the years, doubling the capacity of its network every 18 months. Additionally, the company has been delivering multi-gig (up to 10 Gbps) Ethernet service to businesses in the Twin Cities since 2013. ■

## X1 DVR WITH CLOUD TECHNOLOGY AND LIVE IN-HOME STREAMING

Comcast is beginning to launch the X1 DVR with cloud technology through the West Division. The Twin Cities Region can expect to see it launch later this year or beginning 2016. Customers can watch DVR recordings on devices in the home and download recorded content to take on-the-go. Live TV streaming feature provides access to channel lineup, Xfinity On Demand and X1 Guide on devices in the home.

While in the home, customers will be able to watch their DVR recordings over Comcast's managed IP network on their mobile devices and computers; "check-out" DVR recordings by downloading them directly to a mobile device to take on-the-go; and access the X1 interface and live stream practically their entire TV channel lineup, as well as Xfinity On Demand choices, to IP-connected devices.

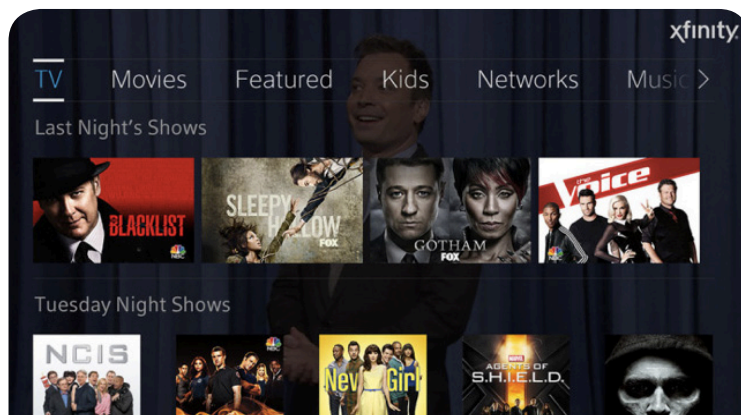
Comcast plans to roll these features out to additional markets throughout the year.

To deliver these new streaming and download features to Xfinity TV customers, Comcast has launched a new Xfinity TV app for iOS and Android tablets and smartphones and a dedicated portal for viewing on computers. To live stream their TV lineup or watch DVR and On Demand programming while on tablets or smartphones in the home, customers will simply



download the Xfinity TV app from the App Store, open the app and sign-in with their Xfinity TV credentials. Once signed-in, customers may begin browsing their full channel lineup in the Guide, access thousands of free movies and TV shows via Xfinity On Demand, or scan available recordings for download in the Saved menu. On laptops and computers, customers can sign-in through the Xfinity TV site to access their X1 guide and DVR recordings. For more information, please visit the support page on Comcast.com. ■

## COMCAST TO LAUNCH 4K ULTRA HIGH-DEFINITION SET-TOP BOX



Comcast announced that it is expected to launch a 4K ultra high-definition (UHD) set-top box later this year as it brings the Xfinity in UHD catalog to the X1 platform. The new X1 set-top box, the Xi4, will deliver Xfinity TV customers 4K UHD content—four times the resolution of high-definition—directly to the television, enabling X1 customers to enjoy unlimited virtual 4K linear channels by creating personalized playlists from the Xfinity in UHD library. Customers will also enjoy high dynamic range (HDR) programming—increased color, contrast and brightness—with the launch of a new HDR set-top box, the Xi5, next year.

Comcast will add hundreds of titles to the Xfinity in UHD catalog and library, including films originally produced for IMAX® and other Giant Screen Theaters.

Initially launched last year on 2014 Samsung UHD TVs, Xfinity in UHD offers one of the biggest and best 4K libraries available today, providing Xfinity TV customers with on demand access to full current seasons of some of the season's hottest shows, Giant Screen films and more at no additional cost. ■



# Water Sustainability in the Region

Sam Paske

Assistant General Manager, Environmental Quality Assurance

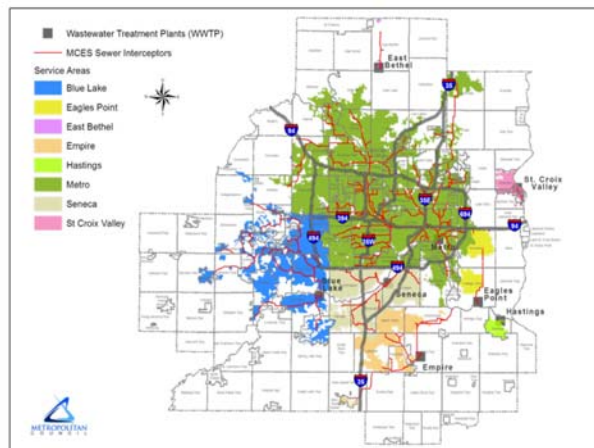


# Welcome & Introductions



## MCES Service Area and Facilities

Serves 7 counties  
(3,000 square miles)  
250 mgd on average  
8 wastewater treatment plants  
600 miles of interceptors  
2+ million wastewater  
customers in 108  
communities  
2.6 million population  
served in water resources  
(3.6 million in 2030)



***\$6 billion in existing assets***



## Customer Forum Topics

- Municipal Customer Forum (June 9, 11)
  - Management Comments
  - Water Sustainability in the Region
  - Preliminary 2016 Budget & Rates
  - Collaboration Case Studies
- Industrial Customer Forum (June 15)
  - Water Resource Planning
  - Regulatory Issues
  - Hauled Waste Program
  - Preliminary 2016 Budget & Rates



## Examples of Increasing Value

Wastewater  
Treatment



Resource  
Recovery

- Energy Recovery at Metro Plant
- Fertilizer Production at Blue Lake Plant
- Land Application at Empire Plant
- Groundwater Recharge at East Bethel
- Pollution Prevention & Industrial Pretreatment Program



## MCES Mission, Vision & Values

|                |  |
|----------------|--|
| <b>Mission</b> | Provide wastewater services and integrated planning to ensure sustainable water quality and water supply for the region. |
| <b>Vision</b>  | Be a valued leader and partner in water sustainability.  |
| <b>Values</b>  | Excellence<br>Inclusiveness<br>Integrity<br>Respect<br>Commitment  |



## Focus on Increasing Value

Effluent  
Quality



Receiving  
Water Quality

- Phosphorus Umbrella Permit (\$400M+ cost avoidance)
- Potential solutions for non-point phosphorus sources
- Nitrate and Chloride as emerging concerns



## Focus on Increasing Value

Wastewater  
Treatment



Resource  
Recovery

Effluent  
Quality



Receiving  
Water Quality

Linear Resource  
Management



Integrated  
Water Cycle



# Asset Management Program

Investment to manage risk and control costs

Improving effectiveness and efficiency of our operations

Sustaining high level of service to customers



# Focus on Increasing Value

Linear Resource Management

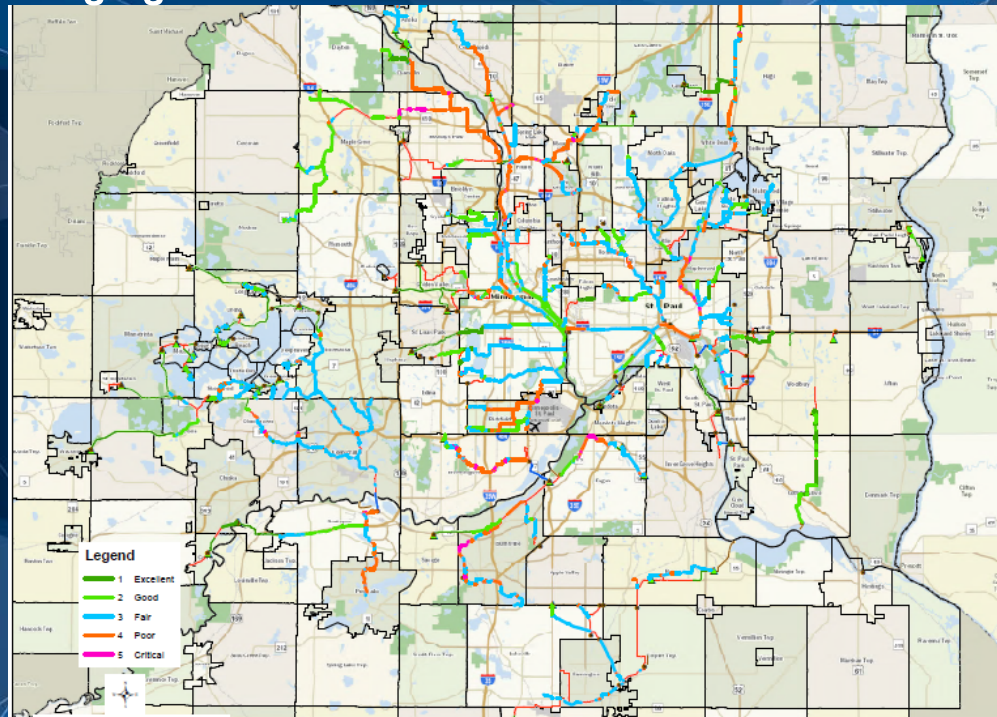


Integrated Water Cycle

- Water planning integrates supply, use, reuse, recharge and water quality
- Exploring ways to help customers
- Building ways to better partner with communities and agencies



## Aging Infrastructure



# Water Resources Policy Plan

The Council adopted the 2040 Water Resources Policy Plan (WRPP) on May 20th of this year.

The WRPP includes policies and strategies to:

Treat wastewater from municipalities and industries to high water-quality standards at affordable and fair rates.

Work with partners to preserve the quality and quantity of groundwater and surface water.

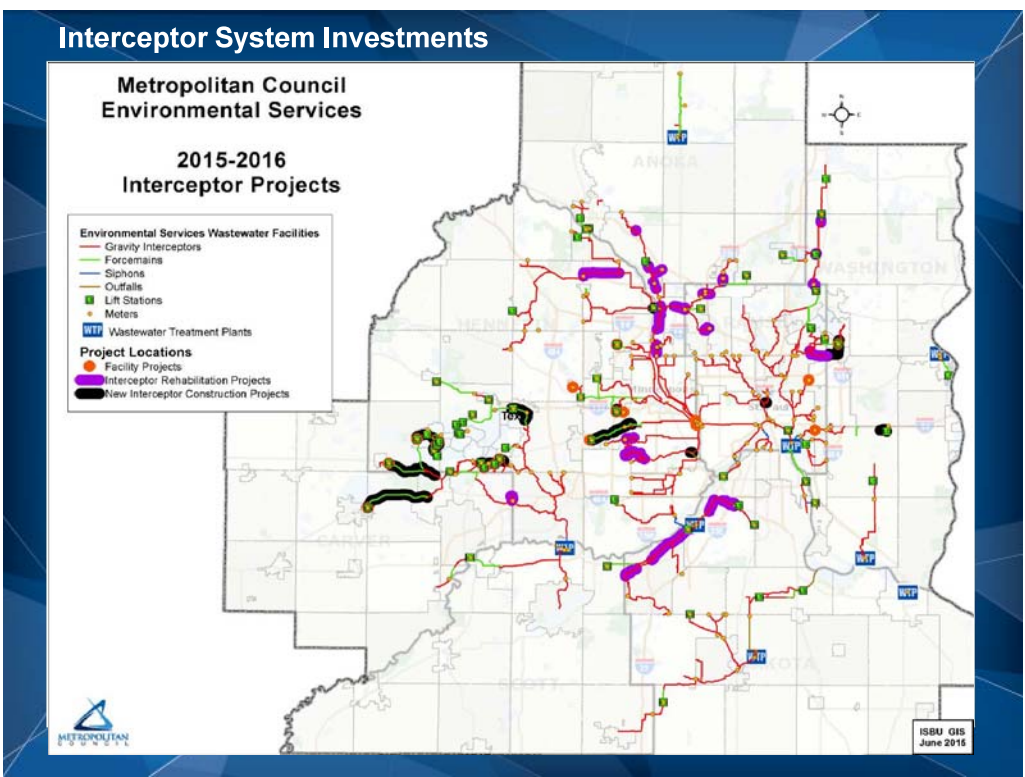
Better integrate the Council's work in water supply, surface water and wastewater.

*Affordable, Sustainable, Integrated*





New East Bethel Plant, Bio-Reactor and Solids Thickening Building



East Bethel Land Application Basins A and E (approximately 3 miles from plant)  
Woodchip walking path and asphalt access road



The completed Hugo Meter Station (M043).





# Improvement Examples

## Effectiveness

- Business Case Evaluations
- Risk Management System
- Lifecycle Asset Planning

## Efficiency

- Work Planning and Scheduling
- Information Technology
- Cross-functional Teams



Mississippi River Force Main Project – Dual 42” FM HDPE fusion welded and floated across the river. Anchors set and pipe slowly sunk from west to east.



# Our Goal: High Level of Service

Increased dialog around key themes:

- Connect customer and regulator expectations
- Provide measures of performance
- Collaborate to maximize investments in terms of community outcomes

**BALANCING COST AND VALUE**



Edina - Ring Beam and Lagging - Top 4' Being Placed on Grade



## 2016 Budget – Executive Summary

- Metropolitan Wastewater Charge: 5.4% Increase
- Sewer Availability Charge: No increase
- Industrial Waste Strength Charge: 7.4% Increase
- Industrial Waste Permit Fees: 10.4% Increase
- Total Environmental Services Expenses: 5.8% increase over 2015 Budget
  - Driven primarily by increased Debt Service, Pay-as-you-go, administrative support (Information Services, Human Resources, Rent), and inflation

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## 2016 Preliminary Budget & Rates

Ned Smith, MCES Director, Finance & Revenue

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## Rate Setting: Budget Assumptions

|                   | 2015    | 2016    | \$ Change | % Change |
|-------------------|---------|---------|-----------|----------|
| Revenues          | \$249.5 | \$264.9 | 15.4      | 6.2      |
| Expenses          | \$250.4 | \$264.9 | 14.5      | 5.8      |
| Surplus (Deficit) | \$(-.9) | \$0     |           |          |

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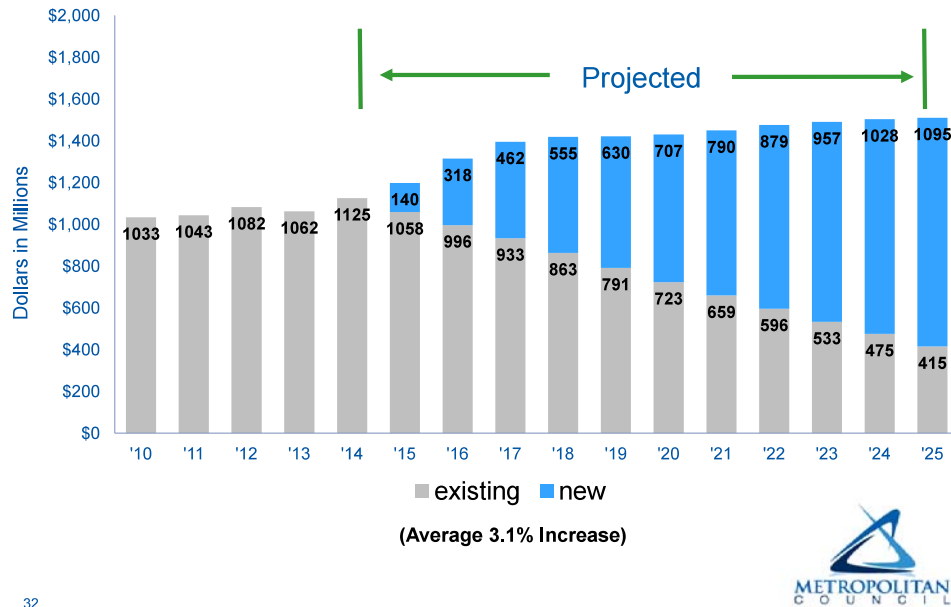
## 2016 Rate Setting Schedule

- May 12: Environment Committee Direction for Public Meetings
- June 9: Municipal Customer Forum (League of MN Cities)
- June 11: Municipal Customer Forum (Golden Valley)**
- June 17: Industrial Customer Forum
- July 14: Environment Committee Review of Customer Input and Rate Adoption Recommendation
- July 29: Council Rate Adoption
- Aug. 26: Council Preliminary Operating Budget Adoption

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## Wastewater Outstanding Debt



32

## Preliminary Budget: Debt Service

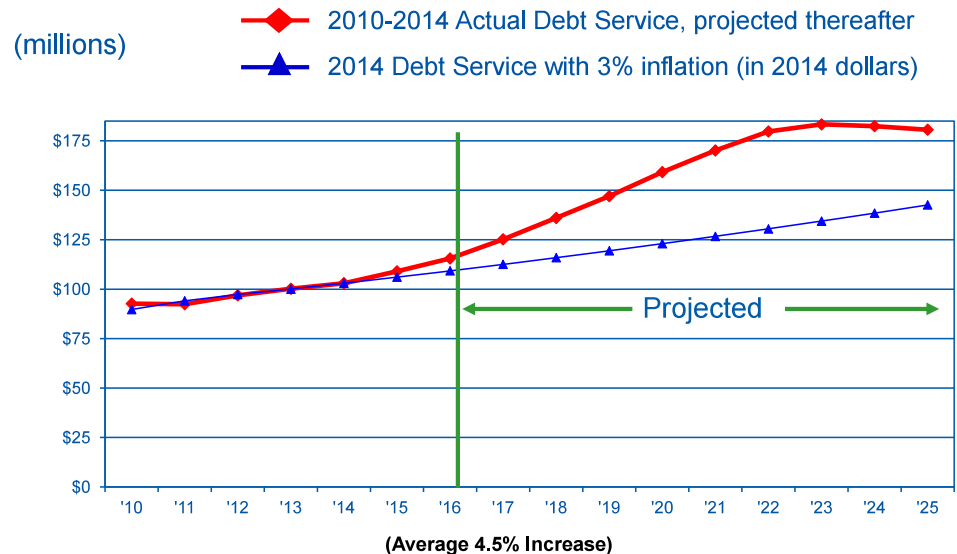
- Debt Service (DS) Transfer
  - \$109M = 2015B
  - \$115.5M = 2016B
  - \$6.5M = change (6.0%)
- PAYGO (Pay As You Go)
  - \$2.0M = 2014
  - \$5.0M = 2015
  - \$7.0M = 2016
- Risk factors
  - Capital spending increases (e.g., regulatory)
  - Interest rate increases (e.g., market rates, Public Facilities Authority subsidy withdrawal)

30



## Budgeted Debt Service

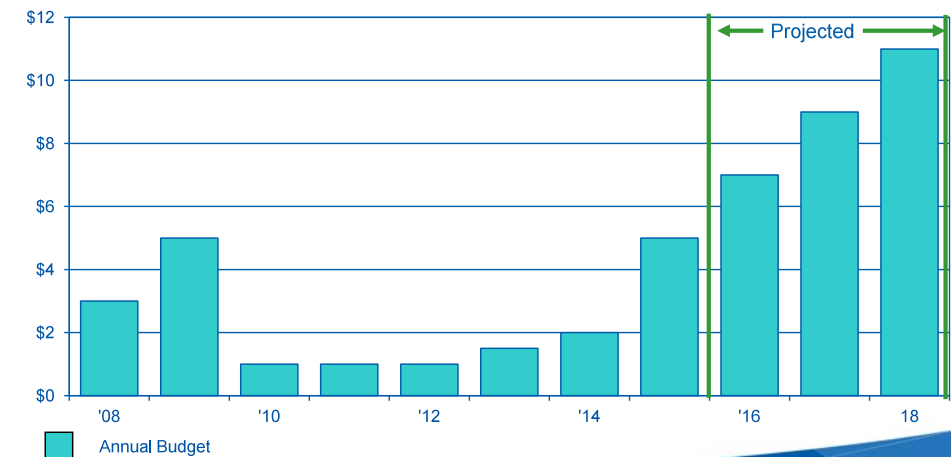
### History and projections



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## Pay-As-You-Go

(millions)



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## Preliminary Budget: Overview

### Source of Expense Increases

|                                  | \$ (M)       | % Growth in Rate<br>From Item |
|----------------------------------|--------------|-------------------------------|
| <b>FY15 Budget</b>               | <b>250.4</b> |                               |
| Debt Service                     | 6.5          | 2.6%                          |
| PayGO                            | 2.0          | 0.8%                          |
| Salary (raise, fringe)           | 2.1          | 0.8%                          |
| Chemicals & Utilities            | 1.5          | 0.6%                          |
| Inter-divisional Charge          | 1.1          | 0.4%                          |
| Contract Services/Materials      | 0.9          | 0.4%                          |
| Other (grants)                   | 0.4          | 0.2%                          |
| <b>Total 2016 Expense Budget</b> | <b>264.9</b> |                               |

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## Peer Agencies

### Debt Service as a % of budget\*

|                |     |                |            |         |     |
|----------------|-----|----------------|------------|---------|-----|
| Rochester, NY  | 22% | <b>MCES</b>    | <b>45%</b> | Boston  | 64% |
| Los Angeles    | 24% | Sacramento     | 46%        | Seattle | 66% |
| St. Louis      | 27% | Phoenix        | 49%        | Dallas  | 80% |
| Virginia Beach | 29% | Washington, DC | 54%        | Atlanta | 89% |
| Chicago        | 31% | Austin         | 55%        |         |     |
| San Antonio    | 38% | Columbus OH    | 55%        |         |     |
| Denver         | 40% | Philadelphia   | 56%        |         |     |
| Cleveland      | 41% | Milwaukee      | 57%        |         |     |
| Miami          | 44% | Louisville     | 62%        |         |     |

\* 2013 data from 2014 National Association of Clean Water Agencies (NACWA) survey

34



## Preliminary Budget: Labor

- Labor
  - \$64.8M = 2015B
  - \$66.9M = 2016B
  - \$2.1M increase = 3.2% increase
- 683 FTEs versus 702 in 2015
- 2% general salary increase, plus steps
- Fringe factor
- Risk factors: unresolved bargaining agreements, attrition rates, workforce planning, and health care costs (self insured)

37



## Peer Agencies

### Debt per capita (person)\*

|                |              |                |         |         |         |
|----------------|--------------|----------------|---------|---------|---------|
| Los Angeles    | \$188        | Philadelphia   | \$766   | Seattle | \$2,607 |
| Denver         | \$370        | Sacramento     | \$922   | Boston  | \$2,647 |
| <b>MCES</b>    | <b>\$392</b> | Milwaukee      | \$930   |         |         |
| Virginia Beach | \$451        | Washington, DC | \$939   |         |         |
| Orange County  | \$464        | Cleveland      | \$987   |         |         |
| Chicago        | \$473        | Miami          | \$1,037 |         |         |
| Phoenix        | \$525        | Austin         | \$1,259 |         |         |
| San Antonio    | \$622        | Columbus       | \$1,514 |         |         |
| St. Louis      | \$653        | Louisville     | \$1,971 |         |         |

\* 2013 data from 2014 NACWA survey

35





## Rates and Charges: MWC

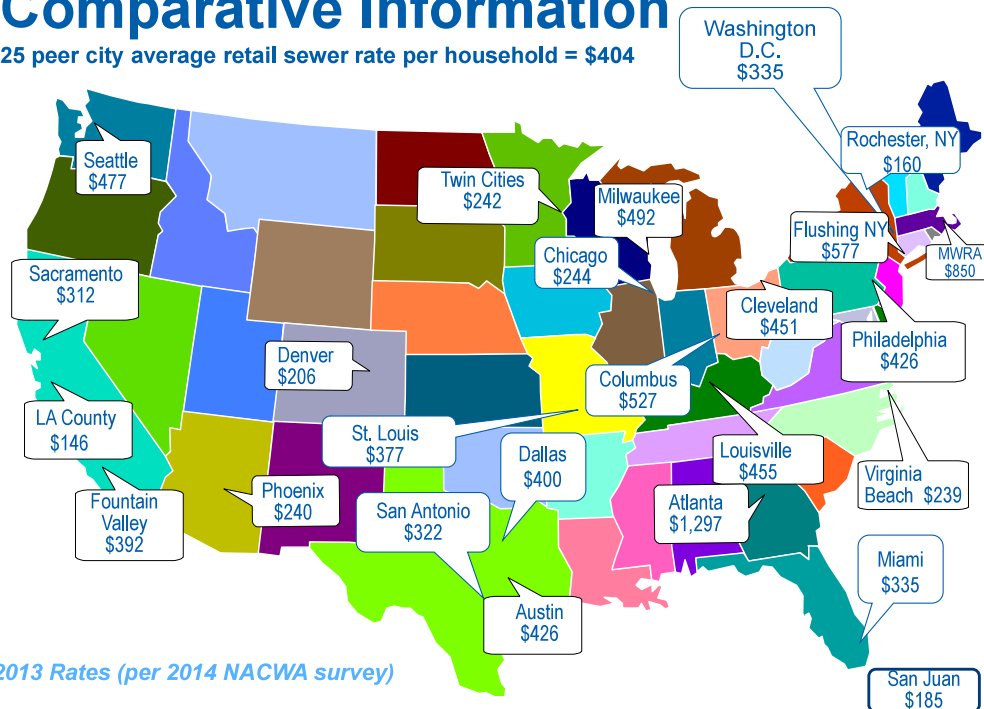
- MCES charges communities a wholesale fee for annual volume
  - Firm Flow allocation method
  - 2016 billings based on flow percent for period of July 1, 2014 through June 30, 2015
  - Communities pay portion of MWC corresponding to their percent of total flow
  - Slight flow increase is projected (1.4% increase thru first 9 months)
- Communities charge businesses and residents a retail fee for sewer volume

## Preliminary Budget: Non-Labor

- Non-Labor (excludes DS, PAYGO, Interdivisional)
  - \$58.9M = 2015B
  - \$61.7M = 2016B
  - \$2.8M = change (4.8%)
- Detail
  - 18.0 (2015B), 19.4 (2016B) = Contract Services
  - 17.7 (2015B), 18.5 (2016B) = Utilities
  - 16.3 (2015B), 16.4 (2016B) = Materials, Supplies, Chemicals
  - 3.4 (2015B), 3.0 (2016B) = Capital Outlay
  - 3.5 (2015B), 4.4 (2016B) = Other
- Risk factors
  - Utility rates
  - Emergency repairs

## Comparative Information

**25 peer city average retail sewer rate per household = \$404**



## Revenue/Sources

|                       | Budget 2015 | Budget 2016 | % Change |
|-----------------------|-------------|-------------|----------|
| MWC*                  | \$190.7     | \$200.9     | 5.4      |
| SAC** Transfer        | 33.4        | 37.5        | 12.3     |
| SAC Shift Back        | 2.7         | 1.7         | (37.0)   |
| Industry-specific     | 14.3        | 14.7        | 3.1      |
| State Appropriations  | 2.8         | 4.8         | 69.6     |
| General Fund Transfer | 3.8         | 3.9         | 1.9      |
| Other                 | 1.8         | 1.4         | (22.2)   |
| TOTAL Revenue         | 249.5       | 264.9       | 6.2      |

\* *Metropolitan Wastewater Charge, which is allocated to customer communities*

**\*\* Sewer Availability Charge**

## 5-Year MWC Projections

|      | MWCs          | % Increase |
|------|---------------|------------|
| 2016 | \$200,913,000 | 5.4        |
| 2017 | \$213,772,000 | 6.4        |
| 2018 | \$225,472,000 | 5.5        |
| 2019 | \$239,447,000 | 6.2        |
| 2020 | \$253,759,000 | 6.0        |
| 2021 | \$269,404,000 | 6.2        |

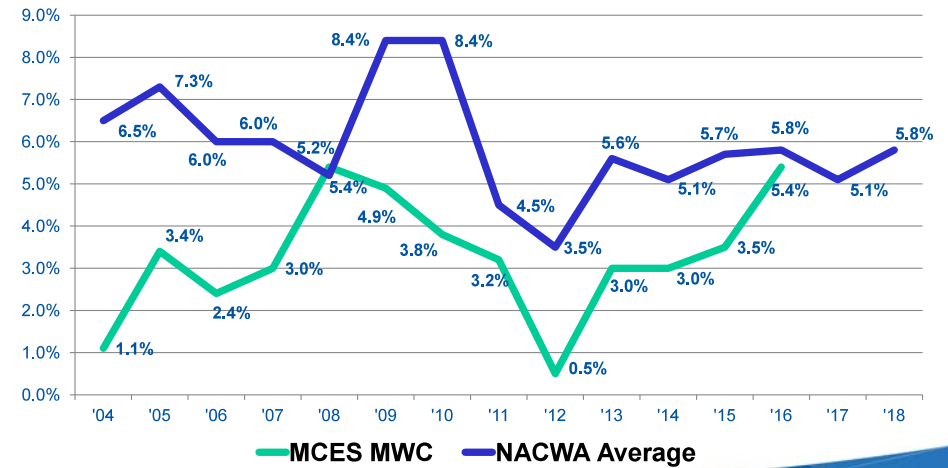
### Key Assumptions:

- 3% annual expense inflation
- \$2M annual PAYGO increases
- 5% annual increase in Industrial Waste revenue
- No surpluses or deficits budgeted
- Based on most recent Capital Improvement Plan
- Includes some debt service smoothing (moving some principal to future years)

44



## MWC Increases Compared to NACWA Average



42



## SAC: Source of Funds

- Charged to municipalities (wholesale)
  - Revenue reduces volume charge to cities
- For new connections or increased demand (available capacity)
- 1 SAC unit charged per 274 gallons of maximum daily wastewater flow availability
- Availability ≠ Treatment Service
  - = "Capacity we stand ready to serve"

45



## MWC: City Flow Can Impact City Increases

| 2015         | Flow (MG) | % of system flow | MWC           |
|--------------|-----------|------------------|---------------|
| City ABC     | 10,000    | 10.93            | 20,842,600    |
| City XYZ     | 500       | .55              | 1,042,100     |
| All Others   | 81,000    | 88.52            | 168,825,300   |
| System Total | 91,500    |                  | \$190,710,000 |

| 2016         | Flow (MG) | % of system flow | MWC           | % Increase |
|--------------|-----------|------------------|---------------|------------|
| City ABC     | 10,000    | 10.78            | 21,650,000    | 3.9        |
| City XYZ     | 550       | .59              | 1,191,000     | 14.3       |
| All Others   | 82,250    | 88.63            | 178,072,000   | 5.5        |
| System Total | 92,800    |                  | \$200,913,000 | 5.4        |

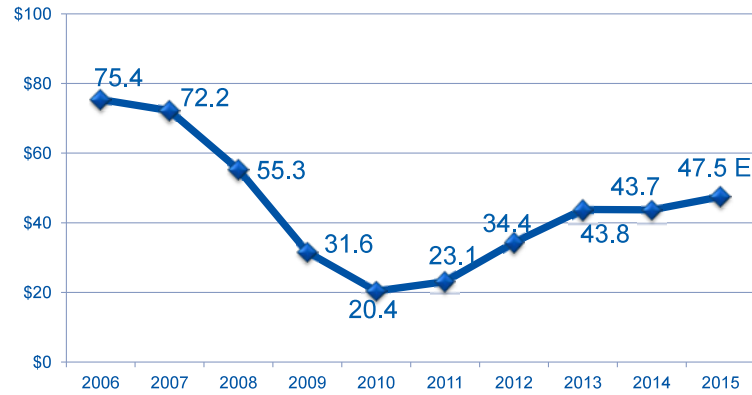
43





## SAC: Reserve Fund

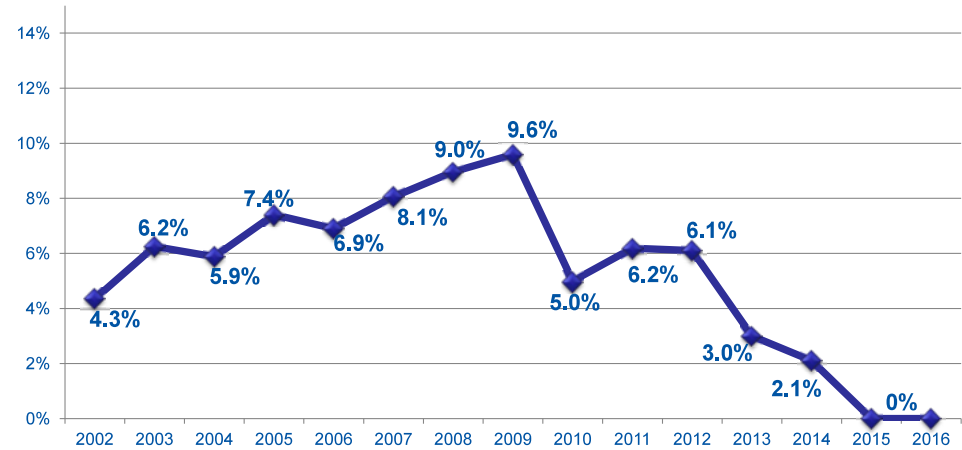
|                        | Actual<br>2012 | Actual<br>2013 | Actual<br>2014 | Projected<br>2015 | Projected<br>2016 |
|------------------------|----------------|----------------|----------------|-------------------|-------------------|
| Year-end Balance (\$M) | 34.4           | 43.8           | 43.7           | 47.5              | 49.5              |



48



## Historical SAC Rate Increases (%)



46



## SAC Reserve Balance (Projected)

| Year | Units  | SAC Shift | Year-end SAC Reserve Balance | Minimum balance* |
|------|--------|-----------|------------------------------|------------------|
| 2010 | 8,304  |           | 20.4                         | 29.5             |
| 2011 | 9,817  | 4.5       | 23.1                         | 32.0             |
| 2012 | 14,303 | 4.3       | 34.4                         | 34.3             |
| 2013 | 15,663 |           | 43.8                         | 37.0             |
| 2014 | 14,589 | (4.4)     | 43.7                         | 39.7             |
| 2015 | 16,000 | (2.7)     | 47.5                         | 43.1             |
| 2016 | 16,500 | (1.7)     | 49.5                         | 46.0             |
| 2017 | 17,000 |           | 54.7                         | 49.0             |
| 2018 | 17,000 |           | 57.7                         | 51.4             |
| 2019 | 17,000 |           | 59.4                         | 53.3             |

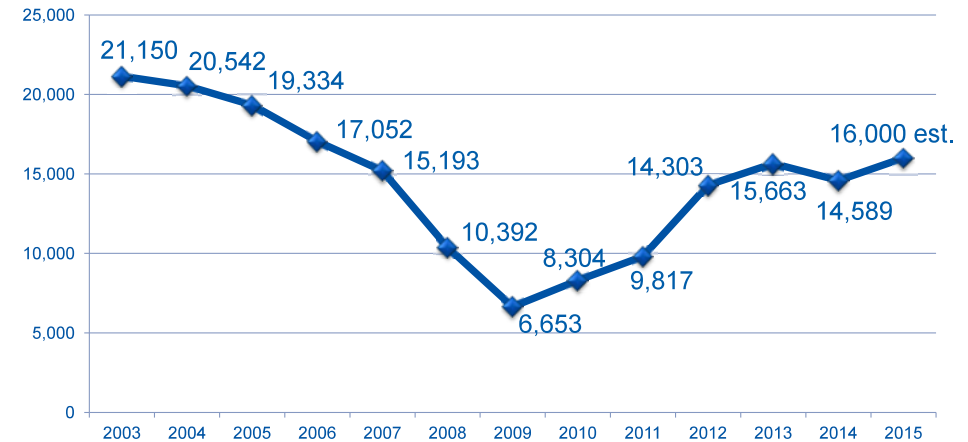
Est.

\* Council policy 3-2-5

49



## SAC Units: Recovering



47



## 2016 Rate Setting Schedule

|          |   |
|----------|---|
| May 12:  | Environment Committee Direction for Public Meetings                                     |
| June 9:  | Municipal Customer Forum (League of MN Cities)*   |
| June 11: | Municipal Customer Forum (Golden Valley)*   |
| June 17: | Industrial Customer Forum*  |
| July 14: | Environment Committee Review of Customer Input and<br>2016 Rate Adoption Recommendation |
| July 29: | Council Rate Adoption   |
| Aug. 26: | Council Preliminary Operating Budget Adoption   |

\* public input

52



## Industrial Rates

| Rate Type                                   | Prelim. 2016         | % Increase  |
|---|----------------------|-------------|
| Strength Charge (excess lb TSS*)            | \$0.204              | 7.4         |
| Standard Load Charge (per 1000 gal.)        | \$58.80              | 4.4         |
| Industrial Load Charge (excess lb TSS*)     | \$0.409              | 5.4         |
| Collar County Load Charge (per 1000 gal.)   | \$73.80              | 3.5         |
| Portable Toilet Load Charge (per 1000 gal.) | \$75.86              | 4.6         |
| Holding Tank Load Charge (per 1000 gal.)    | \$9.34               | -5          |
| <b>Annual Permit Fee</b>                    | <b>\$925-\$8,850</b> | <b>10.4</b> |
| <b>General Permit Fee</b>                   | <b>\$100-\$500</b>   | <b>0</b>    |

\* Total Suspended Solids

50



## Collaboration Case Studies

Jason Willett, 651.602.1196

53



## Wastewater General Operating Reserve

- Primary uses in past:
  - Other Post Employment Benefits (OPEB) reserve funding
  - PAYGO for capital projects
  - Decrease budgeted → rate mitigation
  - Reserve for SAC issues
  - Grants related to wastewater
  - Special wastewater projects
- Balance on 12/31/14: \$16.5M (unaudited)
- \$0.9M use of reserves expected in 2015
- Policy target for 2016 is \$14.3M (10% of operating expenses)

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## Future Opportunities?

- Water sustainability collaboration
- Inflow & Infiltration from private properties
- Water reuse



## Collaborations working for us now!

- New England Fertilizer Public Private Partnership
- Dental Mercury program
- Inflow & Infiltration program (and grants)
- Metro Energy Policy Coalition (MEPC)
- Financial Policy task forces
- Sub-regional water supply groups
- **Water Supply - Technical Advisory Group (TAC)**



## Collaborations... in Process

- Industrial Pretreatment Incentive Program (IPIP)
- Local government participation in Community Solar Gardens on our sites
- Joint Vector sites
- PCA/MCES Phosphorus "Umbrella" permit
- **Governmental Solar Garden Collaborative**





**Daniel Buchholtz**

---

**From:** Jill Brown <jillcbrown@msn.com>  
**Sent:** Thursday, June 18, 2015 4:59 PM  
**To:** Jill Brown  
**Subject:** North Metro Mayors' Minute for June 17 Board Meeting  
**Attachments:** nmma board 6-17-15 stepping stones.jpg; nmma board 6-17-15 stepping stones courtyard.jpg

**North Metro Mayors' Minute for the June 17, 2015 Board Meeting**

Thank you, Stepping Stones Emergency Housing, for hosting the North Metro Mayors Association Board meeting last night in Anoka. We're pleased to welcome you as our newest Community Partner! And, thank you, Mounds View, for hosting the Operating Committee earlier in the day. We're also pleased to welcome Matt Stemwedel, new city manager at Coon Rapids, and returning NMMA member Blaine Mayor Tom Ryan.

Here are few quick highlights. Watch for complete minutes in the next meeting packet.

**Legislative Wrap Up**

The legislative update reminded us that legislators adjourned the first year of a two-year legislative cycle. Everything that was introduced this year is still alive to be picked up after March 8, 2016, when the next session starts. It's a good thing, too, since a lot of the issues we worked on in the Tax Bill and the Transportation Bill were left incomplete this session due to the political negotiations in St. Paul. They'll be on the table for the 2016 session. Our lobbying team predicts the Capitol's remodeling project will cause more discussions prior to the session starting.

The Operating Committee and the Board discussed reaching out to legislators in their districts prior to session starting. The lobbying team of Becca Pryse, Bob Benke, Bill Barnhardt, and Troy Olsen will work with me in the next couple weeks to develop a time line for the 2016 legislative work plan. Cities and Community Partners will be asked to share their priorities with us. Cities are asked to keep in mind that proposed bonding projects will need to be far enough along in their development that our legislative delegation will have data to work with.

Expect to see more details on rail crossings and water issues in the next work plan.

Our gratitude goes to our legislative delegation for their efforts on our behalf this past session. A special thanks goes to Rep. Abigail Whelan for attending the Board meeting last night.

**Innovative Office Supplies**

A short update was given by Patrick and Vicki from Innovative Office Solutions, our Community Partner and vendor for the North American Joint Purchasing Program. We're on track for a 10% increase in dividend payments this year. Remember the contract has more than office supplies. You also can save time and get a dividend for buying janitorial supplies, furniture, toner, ink, coffee, and more. Vicki says we like our coffee. I say, stay calm and drink more NAJPP coffee. They also have a managed print service, with options to never run out of toner and to guarantee your HP toner prices for five years. Want to know more? Contact Vicki at [VGiefer@innovativeos.com](mailto:VGiefer@innovativeos.com).

## Fall Event

Mark your calendars for Sept. 23, 2015, Bunker Hills. We're doing a craft beer tasting at 4:30 with an optional nine holes of golf at 2 p.m. Watch for an email promoting the event. Details will be on our website soon, too, [www.NorthMetroMayors.org](http://www.NorthMetroMayors.org). Mandy Meisner, our community relations person, is looking for businesses/organizations to contact about event sponsorship. Please send your ideas to her at [MandyMeisner00@gmail.com](mailto:MandyMeisner00@gmail.com) or call 763-226-1809.

An event kick-off for NMMA members, Community Partners and event sponsors will be at my home Friday, July 31, 5 p.m. My husband, Tony Palumbo, and I live on the second hole of the TPC, where the 3M Championships is happening that day. Mark your calendars and bring an appetite! Tony is cooking.

Thank you. Jill, cell 612-889-2611

Photo Cutlines: 1. NMMA attendees included Rep. Whelan, Vicki and Patrick from Innovative Office Solutions, Ramsey City Manager Kurt Ulrich, New Hope Mayor Kathi Hemken, Blaine Mayor Tom Ryan, Brooklyn Center City Manager Curt Boganey. 2. Something hot in the kitchen set off the fire alarm and the meeting was temporarily moved outside to Stepping Stones' lovely courtyard.

## **North Metro Telecommunications Commission Meeting Talking Points**

June 17, 2015

- ▶ Educational Coordinator, T.J. Tronson, worked on an Anoka County Election Judge Training Video with Erik Thorson of Anoka County and Roark Haver at the City of Blaine. The intent is to use the dvds to help train election judges, thereby saving time and resources.
- ▶ The public access documentary, "Learning to Fly" won two national Telly Awards. The documentary was produced by volunteer producer Brett Wong, with help from Studio Manager Eric Houston. It tells the story of an award winning special-needs cheerleading team at Centennial High School. The Telly Awards are national awards given to recognize outstanding local, regional, and cable TV programs.
- ▶ North Metro TV will be covering all of the local parades this summer. Staff and local producers will also be marching in the parades.
- ▶ Work continues on a CenturyLink cable franchise. Two negotiation meetings have taken place. Work continues on several issues, but it is hoped that a document will be ready for consideration by the Cable Commission at their July 15th meeting.
- ▶ The 2016 NMTC Operating budget was approved. It is \$11,000 less than the 2015 budget. The capital budget will be presented as soon as the data from the HD Equipment Upgrade is available.

**PLEASE encourage your council members to call me if they have any questions you can't answer. I would be happy to answer any questions they may have. Heidi Arnson at NMTV. Direct line is 763-231-2801. Email is [harnson@northmetrotv.com](mailto:harnson@northmetrotv.com).**





## Wanda Brown

---

**From:** Brian Stephenson <BStephenson@alexandrahouse.org>  
**Sent:** Thursday, June 18, 2015 2:53 PM  
**To:** Tina Bronson  
**Cc:** Brian Stephenson  
**Subject:** Community Event Posting for 9/26/15 - Alexandra House's 11th Annual Walk for Hope  
**Attachments:** WFH Save the Date Postcard.pub

Hello!

Thank you so much for helping Alexandra House invite Anoka County families to participate in this fantastic community event.

Attached to this email is a Microsoft Publisher file with a post card-sized "Save the Date" notice, with all of the pertinent information.

Putting the event information in your community newsletter, on your Community events calendar, on your electronic billboard, or on a public billboard (or all of them!) is an incredible help to us. If we have missed the deadline for a publication, have circumvented a submission process, or reached you in error, please accept our apologies. If you notify us of our misstep, we will do our best to rectify the situation.

Registration for the Walk will be live by next Wednesday, 6/24. Online information and registration will be available online at:

<http://www.alexandrahouse.org/news-and-events/walk-for-hope/>

If you have any additional questions, please feel free to email me ([bstephenson@alexandrahouse.org](mailto:bstephenson@alexandrahouse.org)) or call me (763-656-1368).

This event would not be possible without the support of our community. Thank you for taking a stand for the safety of all Anoka County families.

Take care,

-Brian Stephenson

### Race Information

11th Annual Walk for Hope

Saturday, September 26, 2015

Bunker Hills Regional Park, Pavilion #3

5K Run / 2K Walk, Community Resource Fair, Kid's Activities

Registration opens 8am, 9:30 Start

### Description

The 11th Annual Walk for Hope is an opportunity for Alexandra House supporters to come together to raise money

and raise awareness around domestic and sexual violence. Speakers, community partners, kids' activities, and a beautiful course through Bunker Hills Regional Park make this an event to remember.

Registration begins June 24. Sign up today to ensure you are a part of this moving and energizing event. Information is available on our website: [alexandrahouse.org](http://alexandrahouse.org).

Alexandra House's mission is to empower victims of domestic and sexual violence, and to inspire social change through education, support, and advocacy.

*SAVE THE DATE*

*Saturday, September 26, 2015 @ 8 am*



**WALK FOR HOPE**  
**ALEXANDRA HOUSE 2015**

*5K Fun Run • 2-Mile Walk*

*Bunker Hills Regional Park • Picnic Pavilion #3*

*MUSIC • HEALTH SCREENINGS • KID'S ACTIVITIES • RESOURCE FAIR*



Anoka County  
LIBRARY

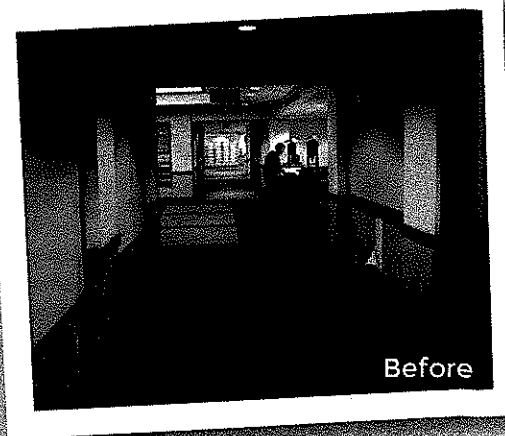
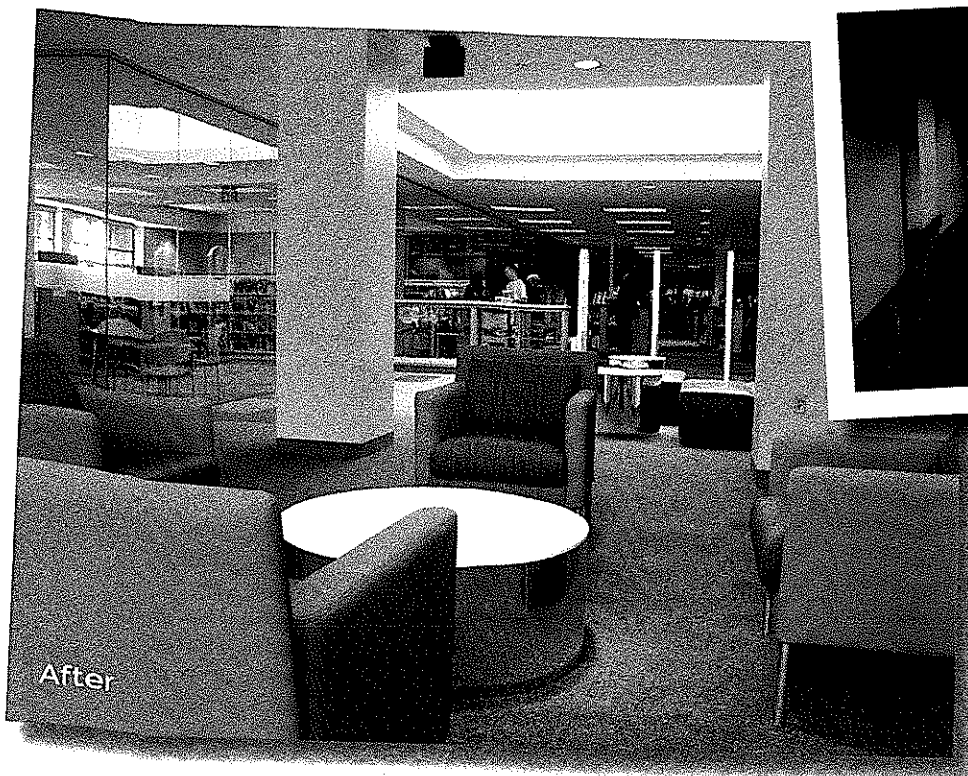
Ideas, Information, Inspiration.

## ANNUAL REPORT 2014

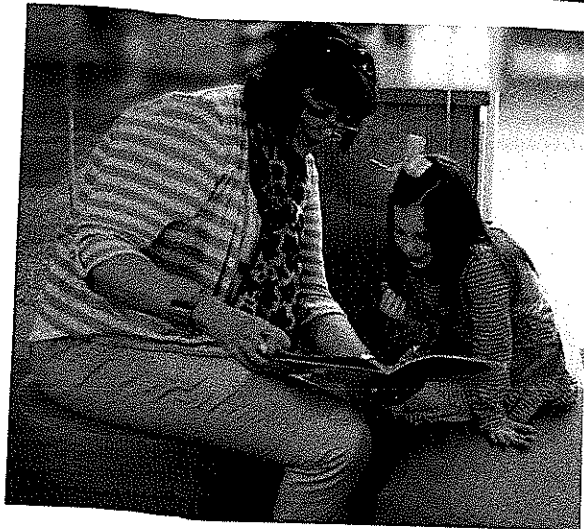
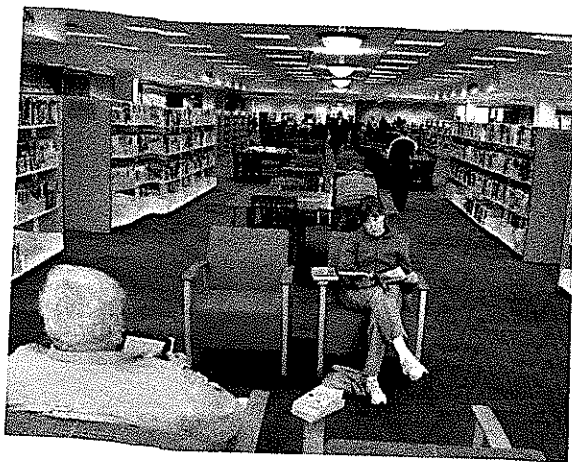


# NORTHTOWN LIBRARY IMPROVEMENT PROJECT

Northtown Library



Northtown Library  
entrance area before  
and after the 2014  
Improvement Project





## 2014 BOARD OF COMMISSIONERS

District 1 - Matt Look  
District 2 - Julie Braastad  
District 3 - Robyn West  
District 4 - Jim Kordiak  
District 5 - Carol LeDoux  
District 6 - Rhonda Sivarajah  
District 7 - Scott Schulte

# Achieving Your Dreams

## MISSION STATEMENT

Anoka County Library...  
your connection to ideas, information, and inspiration.

## Libraries, Literacy, Collaboration, and Dreams

The renewal project for Northtown Library was the culmination of dreams and the leadership of the Anoka County Board of Commissioners and the Library Board. Needed improvements were made primarily with county funds but funding was also received through a \$150,000 grant from a Minnesota Library Accessibility and Improvement Grant. The children's room was expanded, dark walls were removed to make way for glass, shelves were lowered to let light in and make materials reachable, a family restroom was constructed and the existing restrooms were made fully accessible. Popular

materials were concentrated near the front, service desks were merged, more computers and comfortable chairs were provided, teens were given their own area, and additional conference rooms were provided to give patrons a quiet place to study or meet. The result is a space that is welcoming, bright, inviting for kids and their families, efficient, fully accessible for

all, and designed with flexibility to serve residents well now and in the future.

What does Anoka County Library mean to the people who use it? It is our hope that the stories found in this annual report give a glimmer of the many facets of library service: the connections that books, eBooks, computers, classes, programs, instruction, information and community gathering spaces contribute to the quality of life in Anoka County. The Library does not do this on its own. It requires partnerships; working together in collaboration with other community organizations and Anoka County departments; and a commitment to innovation and continuous improvement to provide the best service possible in the most cost-efficient manner. The Library will continue to assist people to reach their dreams in the future because it is partnering with others now.

The noted young adult author, Doug Wilhelm, has said that "A library is a house of hope. It's a place where we all, whatever our situation, can feed our ideas and develop our dreams." May the stories of dreams achieved by people who used Anoka County Library resources in 2014 continue to serve as inspiration for the future.

## 2014 LIBRARY BOARD

Ellen Ward, Anoka  
Melanie Keister, Blaine  
Dan Greensweig, Circle Pines  
Bob Thistle, Coon Rapids  
Linda Backlund, Fridley  
Cathy Montain, Ham Lake  
Rob Schiller, Nowthen





"Whatever my kids are passionate about they can learn and really dig into."

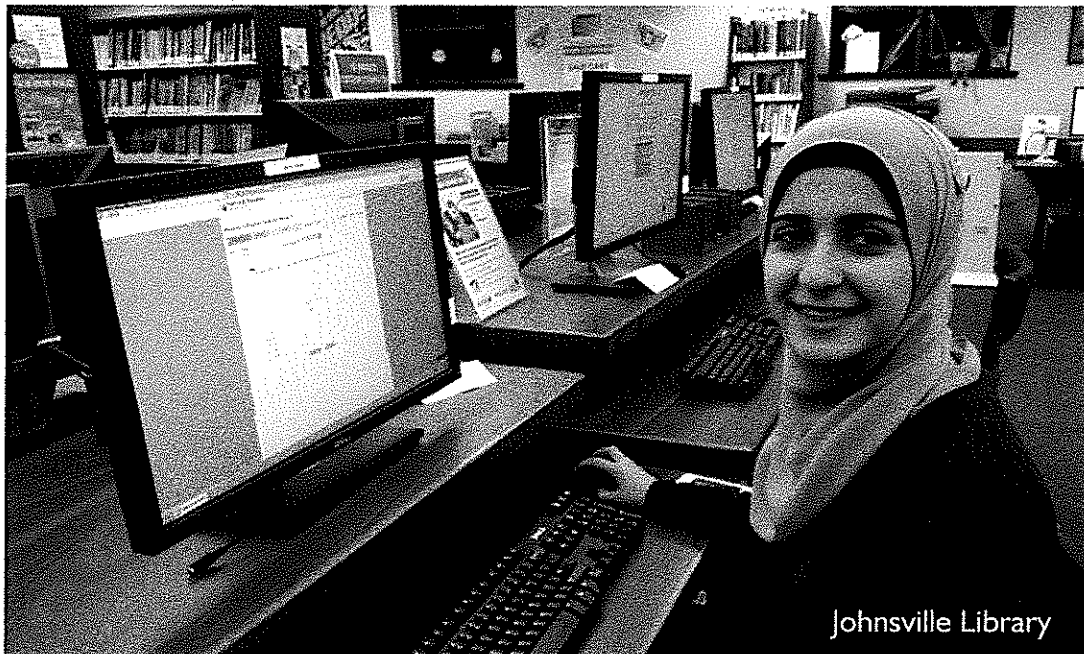


## LIZ'S STORY

Liz and her family love to visit the Centennial Library: finding new books to read, interacting with the library staff and checking out materials themselves at the self-check station. As a busy mom of three, Liz finds it very convenient to place requests for items that support their homeschool curriculum using the Library's catalog. Liz has a dream that her children will pursue their passions. Right now, that means books on sea creatures and baking are a must. The Library supports her children as they become readers whether its classics, a popular new series or a hard to find book requested through interlibrary loan. The Library's collection also supports their educational goals whether the topic is kangaroos, ecosystems or Japan. Other parents in Liz's homeschool co-op share her enthusiasm for the Library and appreciate how library resources enable them to afford to educate their children at home. Liz said, "Because homeschooling is so expensive, I am always thankful when the library saves our family money!" Families with a variety of educational goals, whether they are in public, private or home schooling environments, benefit from the library's collection, online databases and homework help resources.

Materials  
checked out  
2,535,586  
Adult 49 %  
Juvenile 51%





## LUJAIN'S STORY

Like many high school seniors, Lujain dreamed of attending one of the universities at the top of her wish list. Using online resources available through Anoka County Library, she raised her ACT score by eight points – a significant gain on a 36-point scale. Lujain shared her story with librarians at the Johnsville Library because she wanted others to benefit from what the library has to offer. "The library staff was absolutely phenomenal, as they walked me through everything on the testing database. The ACT practice tests online were also very helpful because I became familiar with the content and thus was able to raise my score." Learning Express is one of over 80 databases to which Anoka County Library offers free online access. Like many, Lujain uses online tools in addition to traditional library resources including print materials and a quiet space to work. Lujain emphasized, "Studying in the library was also a big motivation for me, seeing others studying for their exams or working on their projects."

Thanks in part to her ACT score, Lujain will attend George Washington University this fall to pursue a degree in biomedical engineering.

874,803 Database  
articles used from  
81 Databases

828,807 unique  
website visits

38,431 patrons  
attended 2,110  
programs



## THE STORY OF RUM RIVER WRITER'S GROUP

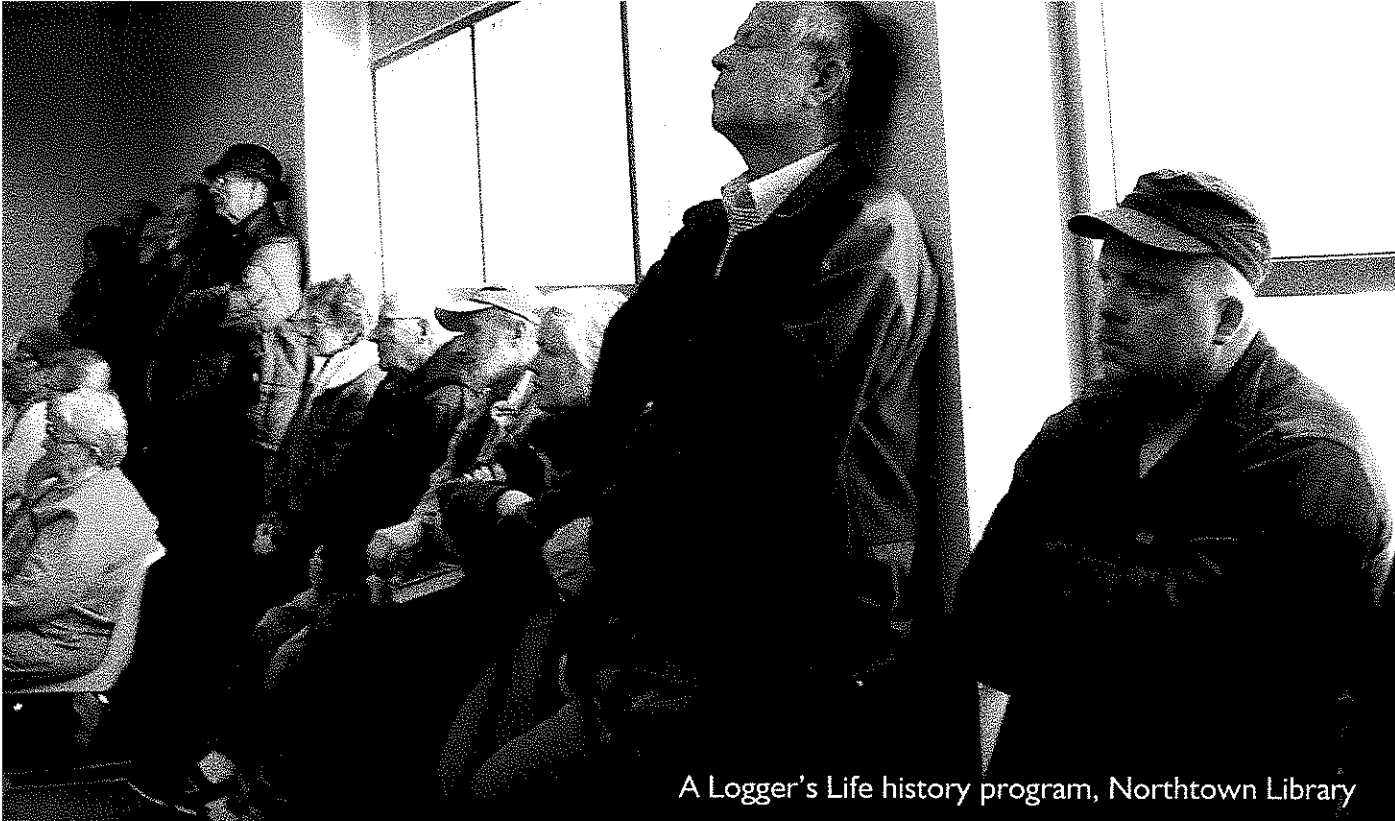
Rachel, Chris and Kristi are founding members of the Rum River Writers Group. This informal group of twelve meets monthly to share their writing, learn new skills and encourage one another. The idea for the group was inspired by a First Pages writing class they attended at the Rum River Library, presented in partnership with The Loft Literary Center and funded by Minnesota's Arts and Cultural Heritage Fund. (Programs such as this educate the public and raise awareness of the literary arts, history, arts and cultural heritage of Minnesota.) For Rachel, Chris and Kristi, attending a writing class taught by instructors from The Loft would not be possible otherwise due to cost, travel time and family schedules. Through the class and their writing group, they are learning more about the wealth of resources available at the library. Chris commented that since this window opened to her, "I

resources for genealogical and historical research to support her book. Library staff helped her to request a rare book through interlibrary loan featuring a pattern for Latvian mittens to enhance her writing. Rachel said, "The Loft classes gave me that poke I needed to get all of this organized." Kristi has been very impressed by the quality of the classes and has found support as she develops as a writer, "This collaboration between The Loft and ACL felt like such a gift to me. Who knows what other inspiration has come from this class!"



have used the library more in the last six months than I had in the twenty years I've lived here." Rachel has used online





A Logger's Life history program, Northtown Library

## A STORY OF PARTNERSHIP

Bringing Local History to Life – a collaboration between the Anoka County Historical Society (ACHS) and Anoka County Library – is a wildly popular series of history lectures designed to enrich Anoka residents' lives and provide them access to artifacts and stories that have shaped our community. The events are made possible by funds from Minnesota's Arts and Cultural Heritage Fund. Asset-based collaborations like Anoka County Library's partnership with ACHS fulfill the mission of both organizations, better serve the residents of Anoka County and build on the strengths of each organization. Rebecca Ebnet-Mavencamp, ACHS Executive Director finds the partnership valuable, "Partnering with the library to provide programming throughout the county is vital. By sharing audiences and resources, we can maximize the impact on residents in the community." According to Ebnet-Mavencamp, partnering with the library provides an audience

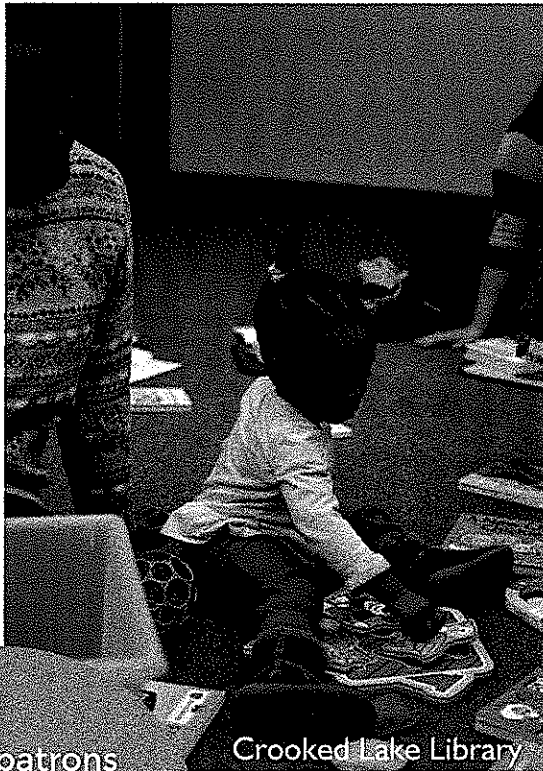
and venue to "exercise our expertise and connect the wider community with resources and learning opportunities."



Our partners at ACHS indicated statewide awareness of our partnership and reiterated their interest in working with the library because of the great connections libraries have to the community. Crowds like this are the result.



12,000 patrons  
used play areas  
in the first  
4 months of  
LSTA grant.



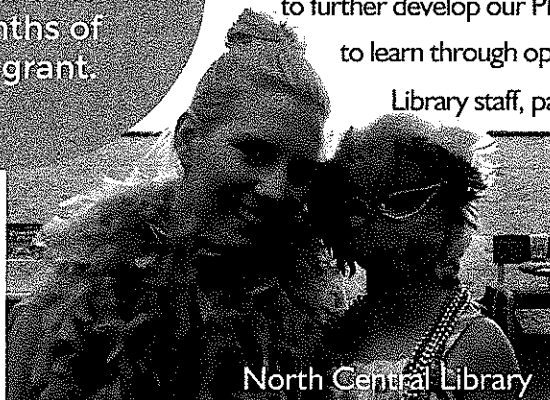
Crooked Lake Library



Mississippi Library

A Library Services and Technology Grant in 2014 gave Anoka County Library the opportunity to further develop our Play Matters spaces. Play spaces create an opportunity for children to learn through open-ended play activities, meet new friends and learn new skills.

Library staff, parents and caretakers have been surprised and delighted by the imaginative ways children learn and explore in the space.



North Central Library



Rum River Library



## FAITH'S STORY

Faith joined a group of other kids in the summer of 2014 for songwriting workshops where they learned a different way to tell stories, to play with the rhythm of language and the mechanics of songwriting. Local musician James Hersch, an acclaimed singer and songwriter with extensive experience working with youth through school classrooms and summer camps, led the sessions. For three days the group wrote, edited and practiced songs. On the fourth day, they recorded what they had written. The project culminated with a CD release concert and celebration in September at Banfill-Locke. Kids loved the songwriting process. Many would come to class wanting to share the songs they wrote the previous night and several brought their own instruments to play on the album. Faith blossomed during the program: fully engaging with the writing process, having fun and meeting new friends.



**banfill-locke**  
CENTER FOR THE ARTS

Summer Reading  
reviews from  
12,373 Kids  
2,885 Teens

## THE STORY OF FRED

Anoka County Library has a longstanding relationship with the Anoka/Washington County Head Start providing storytimes, speakers and library tours. These are opportunities to acquaint families with what the library has to offer and raise awareness of early literacy skills. In 2014 our partnership was expanded to include planning and providing fatherhood events as part of the Fatherhood Partnership Program. In November, a special FRED (Fathers Reading Every Day) event was held at the Northtown Library. Fathers and children visited the library with Head Start staff. Children and their fathers heard stories, made a craft and learned about the many services the library provides. Many families got their first library card that night and have been returning to the library since this event.

1,055  
Storytimes  
17,332 Storytime  
attendees



Crooked Lake Library

## SABRINA AND HANNAH'S STORY

Sabrina and Hannah, seniors at Coon Rapids High School and members of the National Honor Society (NHS), stopped by the Crooked Lake Library in November with a very special surprise: a large box with more than 50 books to donate to Project Bookshelf. Project Bookshelf is an annual program hosted by the Anoka County Library that collects books for children and teens for distribution at local food shelves during the holiday season. As NHS members, Hannah and Sabrina participate in and sponsor projects throughout the year. They decided that since they love to read, supporting Project Bookshelf would be a great way to share their passion with people who don't have full bookshelves. Hannah said, "Reading benefits the community because the more people read, the better they understand themselves and each other."

58 adults  
volunteered  
2,761 hours

5,524  
total hours  
volunteered

## THE STORY OF THE GIRL SCOUTS

A local Girl Scout troop worked with library staff to plan and provide unique events at several Anoka County Library locations in an effort to earn their Silver Award. Earning a Silver Award requires 50 hours of volunteer effort for each girl. They created a life-sized Candyland™ game complete with a Molasses Swamp and a Lollipop Mountain. They also planned and implemented a Stuffed Animal Sleepover at the Rum River Library. Librarians who coordinated with the troop were "pleased with the creativity of the girls and their professional conduct in putting these programs together."

Troop leader, Cindy Fleck, appreciated the opportunity the library provided to "make the connection with communities and possibly even future Girl Scouts".

241 teens  
volunteered  
2,767 hours

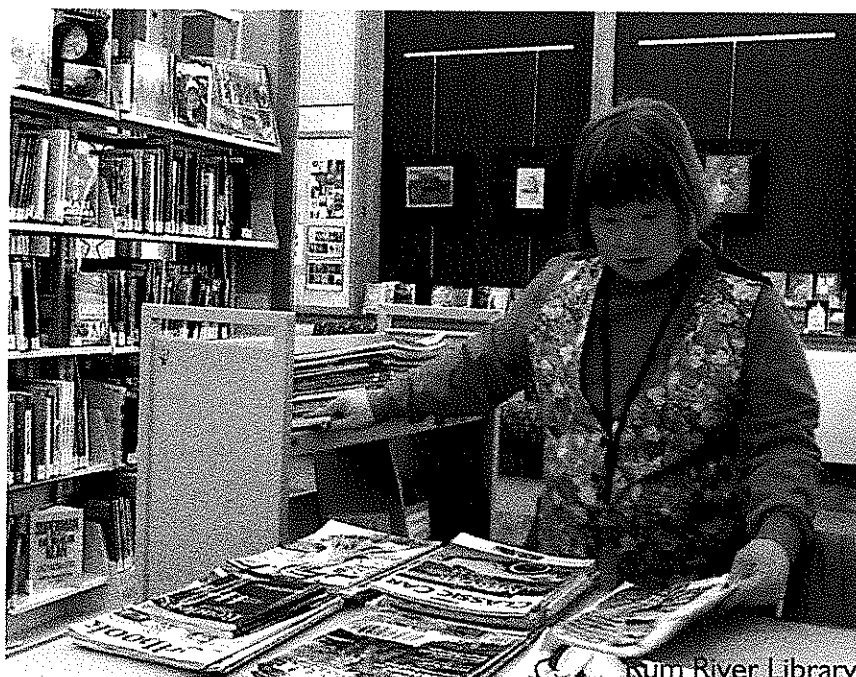


Rum River Library



## JOY'S STORY

Joy first came to Crooked Lake Library in 2005, through Bridges, a secondary special education program for young adult students with developmental disabilities. When she started, her primary job was to clean the covers of children's books, at which she quickly became skilled. When the agency and Joy's job coach decided that it was time for Joy to move on to a new position to continue



her training, she was very disappointed. Joy had a dream of working in the library so as soon as she could, she was back volunteering at Crooked Lake Library, now on her own time, with her mother June as her support team. According to June, "for Joy, this is part of fulfilling her dreams."

In 2010, Joy added a second day of library volunteering each week. At Rum River Library her weekly jobs include shelving magazines and cleaning

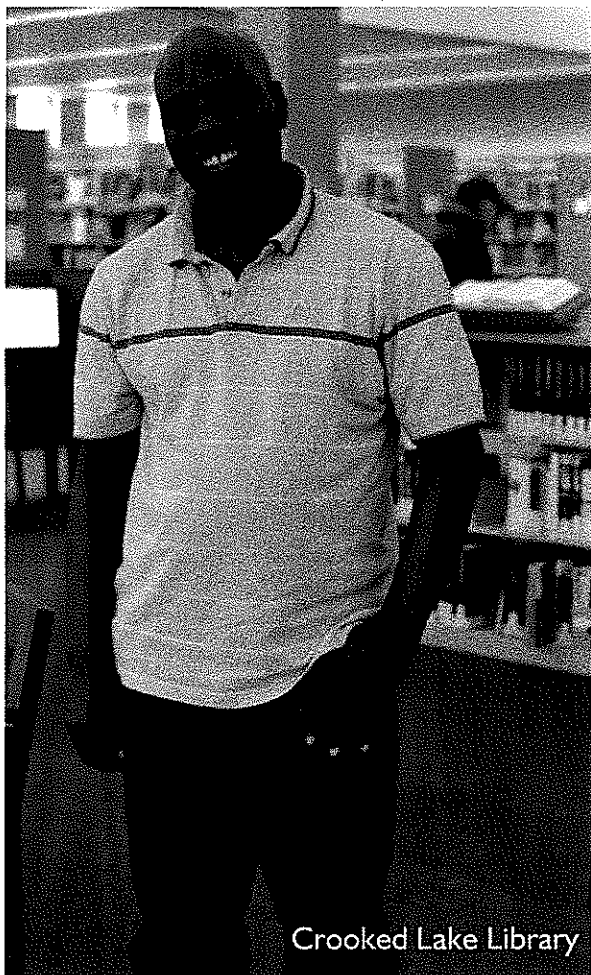
audiobook cases. When asked to share her feelings about working at the library, her quick reply was, "I love it!" June added that Joy never lets her forget when it is a library day. She also explains that for Joy, it is more than just a place to volunteer, the staff at both libraries have become her family.

## STEM

Volunteer Teen STEM (Science, Technology, Engineering and Math) Educators led activities for elementary-aged kids in many Anoka County Library locations in the summer of 2014. Trained by library staff, the teens led 51 programs for 387 children giving them an opportunity to experience how fun STEM can be while learning something new. When asked what they learned, one participant said "Something can be super sticky and super bouncy kinda and if you bounce it super hard it might bounce up to the ceiling. And it's fun!"







Enoch says in the first few months in America, "the Library was my home!"

## ENOCH'S STORY

When he had the opportunity to come to the United States from Liberia in the summer of 2014, Enoch's dream was to learn to operate a computer, something he says is reserved "only for the elite" in his home country. His pastor told him if he wanted to learn how to use the computer he should visit the library. Library staff and technology volunteers worked with Enoch to develop his computer skills, eventually helping him to, create his first email account, read news from his home country, prepare for his driver's license test and use library resources to study for his U.S. citizenship test. Enoch started visiting the library almost every day, a trip which required him to walk 3.5 miles. Enoch dreamed of finding a job. He worked with library staff and technology volunteers to create a resume and complete online job applications. Library staff helped him to navigate the bus schedules so he could get to the interviews. Within a few weeks, he was overjoyed to report he had found a job. Enoch says the library "changed his life tremendously". Watch Enoch's story on YouTube: [bit.ly/1DQVs3j](https://bit.ly/1DQVs3j)

## JOB SKILLS AND BUSINESS RESOURCES



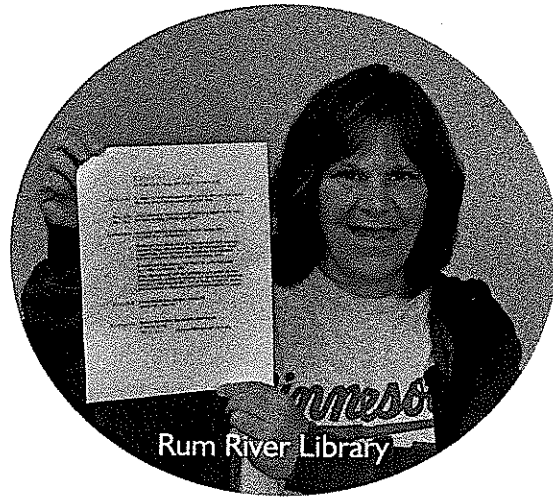
Sheri is also using library databases, materials and technology assistance from library staff as she puts together her business plan.

## SHERI'S STORY

Sheri has a lot of creative ideas but the path to starting her own business is not always clear. Enter Kathy Simmons, local business owner and volunteer SCORE counselor. Sheri has been meeting with Kathy at the Northtown Library, a location she finds to be much more convenient than her previous drive from Ham Lake to St Louis Park for similar assistance. The business counseling sessions allow her the opportunity to focus her creativity and gain from the experience of someone who knows the ropes. Sheri says she has benefited from having Kathy in her life, "It's great to learn from someone in my community who has experience with the business side of things."

## STORIES FROM KELLY AND DEB

Anoka County Library librarian, Monica Campbell, visits Stepping Stone Emergency Housing once per week to help guests use computers effectively and meet other information needs. Some guests seek help with online immigration, legal, or housing applications. Others need help with creating or updating a resume. And, some want to talk about books or get a library card.



For Stepping Stone guest Kelly, having library staff on hand meant updating her library card, being introduced to resources available for job seekers on the library website, and getting help updating her resume. She said, "Thanks to Monica helping me on my resume, I landed a great job!" For Deb, it meant getting help to distinguish reputable information from scams and setting up her device to use free library eBooks. "You can lose everything...but they can't take your education or your knowledge," said Deb. "What a great thing Rum River Library has done, by coming to us at Stepping Stone and sharing all they have to offer, the staff taking time to give us a boost in what we're trying to do, helping us in a difficult time, each of us in different places in our lives. Whenever I'm learning something new, I'm

achieving and becoming better." Kelly and Deb now tell other Stepping Stone guests about free wireless and computer access, books, programs, and classes.

Monica commented, "I am so impressed with the Stepping Stone guests that I've worked with. They work so hard to find jobs, apply for them, and prepare for interviews. Even in their struggles, they remain cheerful and generous, welcoming volunteers and helping each other to find jobs and navigate complicated social service systems. Many talk about how grateful they are to have a place to live and speak of their 'new life' at Stepping Stone, where they are getting the assistance they need to be self-sufficient."

## TECHNOLOGY INSTRUCTION

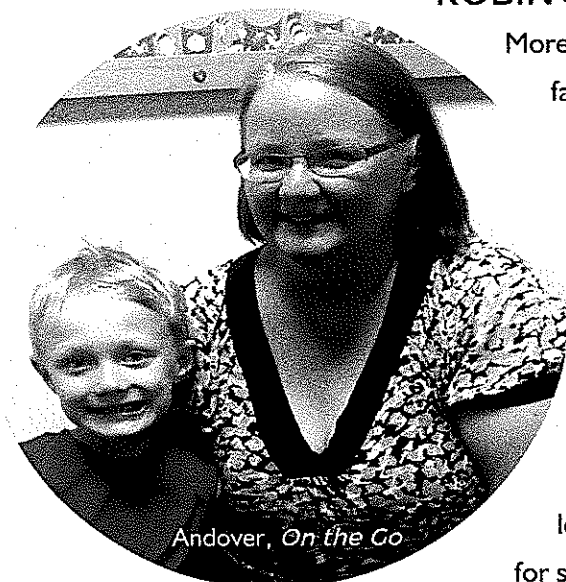
### PEGGY'S STORY

Peggy's dream is to be self-sufficient on the computer, so she doesn't have to ask her family for help all the time. She says, "The more I learn, the easier it is on my family." Peggy heads to the library whenever she has questions or wants to pick up a good book to read. Last year while researching for an upcoming trip, she realized she could learn about computers at the library, too. Peggy had used a computer at work but that experience didn't help her with using today's technology for her personal



needs. The Senior Surf class she attended, presented by volunteers from the Metro Area Agency on Aging, gave her an opportunity to learn about online security and basic computer skills. As Peggy says, "If I can learn this, anyone can."

## ROBIN'S STORY



Andover, *On the Go*

More library books are finding their way home with Robin and her family each week. Robin and her family are YMCA members and spend a few afternoons each week at the Andover location. Regular library users, they find the Anoka County Library *On the Go* lockers provide a convenient way to access library books and materials that fits with their busy schedules and means they are borrowing more from the library than ever before. Originally funded in part with a federal Library Services Technology Act grant, *On the Go* locations offer vending machines for library materials, lockers to pick up requested materials and discovery stations for selecting downloadable eBooks. The *On the Go* housed in the Ramsey Municipal Center also offers an opportunity to check out an iPad. Access to all of this is free with an Anoka County Library card. And that's not all. Library staff routinely visit the Andover *On the Go* site to provide classes such as Tot Time storyhour and programs for seniors.

13,907  
*On the Go*  
checkouts

"What an amazing story telling session today at the Andover YMCA. Thank you for making this happen for our kiddos!! My daughter won't stop singing about the monkeys and the alligator"

Katie Woods, Facebook comment

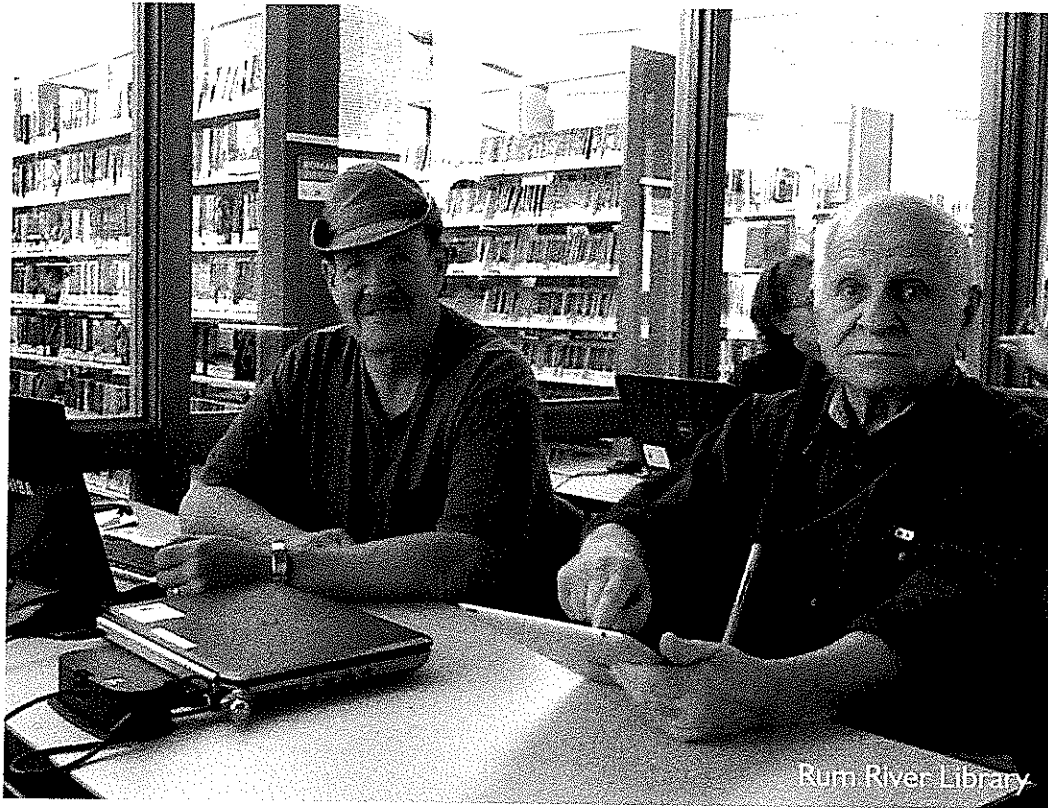
## FRIENDS OF THE ANOKA COUNTY LIBRARY

### ZILLA'S STORY

Zilla Way was part of the team who drafted the by-laws for Friends of the Anoka County Library and has enjoyed serving on the group ever since, "I have been pleased to participate in any way I can to support this vital part of our community." Zilla's mother was a librarian but there was not a public library in the small town where she grew up. "When I moved to St Paul, the public library was magical! When we settled in Anoka in 1952, the old Carnegie library became a best friend to our family." In 2014, the Friends raised funds for books for summer readers, "Book Club in a Bag" materials, and "Play Matters" spots.

Friends  
of the Anoka County Library

To the friends,  
books. what are they?  
literally pages bound together  
front and back cover.  
but, my friends, let us look deeper  
this is our task, to support  
the heart of why they matter.  
words across a page, string together  
to tell a story, and story  
is what we are made of, our cultural  
dna, our collective memory  
our introduction to empathy.  
we covet their power, believe  
it should be free.  
we open the doors so others  
can turn the page, the whole  
mind body heart, engaged..  
meiyandrey



## DOUG AND GARY'S STORY

Doug initially came to Rum River Library for eBook help. That is when he learned about Tech Time and has since become a frequent attendee. Doug, who is blind, uses an iPad with accessibility features. He is a fan of technology podcasts and says he regularly listens to a couple dozen of them. When Doug comes for Tech Time, he may have a question that only takes 15 minutes to answer, but he always stays the full three hours. He loves that people in Tech Time laugh together and learn from each other by listening to the questions that others ask. "I brag it up everywhere I go," he says. In fact, Doug has several friends that now also come to Tech Time on occasion for their technology help needs.

Gary is one of Doug's coffee buddies and, thanks to Doug, both Gary and his wife come to Tech Time when they have questions about their computer, tablet or smartphone. In an email to the library manager, he wrote, "Thanks for the good experience at the lab. Thanks for making it available to us and other area residents."

861,167  
Library  
visits

17,103  
open hours

2,493  
meeting room  
bookings  
10,533 attendance  
in meeting rooms

## FINANCIAL SUMMARY

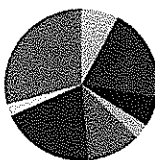
## OPERATING FUND Income

|  |                    |
|--|--------------------|
| Property Tax & State Aid               | \$7,029,466.81     |
| Fines & Fees                           | \$265,280          |
| Donations                              | \$ 5,620           |
| Miscellaneous                          | \$435,938          |
| <b>TOTAL</b>                           | <b>\$7,480,356</b> |
| Personnel Salaries                     | \$3,719,433        |
| Personnel Benefits                     | \$1,223,741        |
| Operations                             | \$1,653,836        |
| Library Materials                      | \$958,994          |
| <b>Total</b>                           | <b>\$7,556,004</b> |
| Population                             | 321,707            |
| <b>Expenditures \$23.47 per capita</b> |                    |

## TOTAL CIRCULATION

Total - 2,535,586

Columbia Heights not included as it is served by an independent library which contracts with ACL for some services.



## LIBRARY COLLECTION

|                                      |                |
|--------------------------------------|----------------|
| Books/Magazines                      | 451,001        |
| Audio                                | 53,172         |
| Video                                | 44,487         |
| eBooks                               | 51,096         |
| eAudio                               | 6,626          |
| Other                                | 1,792          |
| <b>Total</b>                         | <b>606,512</b> |
| Subscription Database Document Views | 874,803        |

## CIRCULATION

- Electronic, Homebound & Other - 738,691
- Centennial - 199,079
- Crooked Lake - 217,376
- Johnsville - 288,452
- Mississippi - 160,642
- North Central - 81,582
- \*Northtown - 285,756
- Rum River - 501,463
- St Francis - 62,545

\* Closed 4 months for improvements

## LIBRARY VISITS

|                                   |           |
|-----------------------------------|-----------|
| Total visits                      | 1,689,974 |
| Physical visits                   | 861,167   |
| Mobile app visits                 | 905,196   |
| Persons attending programs        | 38,431    |
| Number of library programs        | 2,110     |
| Number of registered borrowers    | 272,808   |
| Anoka County residents with cards | 240,301   |
| Reciprocal users                  | 32,507    |

## PUBLIC SERVICE

|                                   |        |
|-----------------------------------|--------|
| Average Weekly Hours              | 363    |
| Total Annual Open Hours           | 17,103 |
| STAFF INFO (Full time equivalent) |        |
| Total Librarians                  | 26.20  |
| Total Other Staff                 | 56.60  |
| Total Staff (including Temps)     | 82.80  |

Spring Lake Park

Daniel Buchholtz, City Administrator

Anoka County Library  
707 County Road 10 NE  
Blaine, MN 55434-2398

Ideas, Information, Inspiration.

Anoka County  
LIBRARY



# NATIONAL LEAGUE of CITIES

## 2015 Officers

President  
**Ralph E. Becker**  
Mayor  
Salt Lake City, Utah

First Vice President  
**Melodee Colbert-Kean**  
Councilmember  
Joplin, Missouri

Second Vice President  
**Matt Zone**  
Councilmember  
Cleveland, Ohio

Past President  
**Christopher B. Coleman**  
Mayor  
Saint Paul, Minnesota

Chief Executive Officer/  
Executive Director  
**Clarence E. Anthony**  
Deputy Executive  
Director  
**Antoinette A. Samuel**

May 29, 2015

Daniel Buchholtz, MMC  
City Administrator/Clerk/Treasurer  
City of Spring Lake Park  
1301 81st Avenue N.E.  
Spring Lake Park, MN 55432

Dear City Administrator/Clerk/Treasurer Buchholtz:

Perhaps you had an opportunity to stop by the National League of Cities (NLC) booth during the International Institute of Municipal Clerks 69<sup>th</sup> Annual Conference in Hartford, CT, last week or maybe your schedule did not allow you to. I am inviting your city to join NLC, the only organization that welcomes Chief Elected Officials, governing council, city clerks, city managers, and the entire municipal staff to connect to municipal leaders from every size municipality across the country.

When Your City Joins NLC You Will...

- **Exchange great ideas with local officials from around the country**
- **Obtain information and tools designed to solve municipal problems and challenges**
- **Sharpen your leadership skills to become a more effective leader**
- **Work with other cities to protect your interest in Washington, D.C.**
- **Obtain recognition through our training seminars and awards programs**
- **Participate in our savings and solutions programs offered through NLC's business partners**

We encourage the City of Spring Lake Park to allow NLC's membership to help examine and adopt next practices from other municipalities, and lend your voices in shaping federal policy. Membership in NLC provides access to ...

- The newest innovations and the most successful solutions to your municipal challenges.
- Opportunities to meet and connect with federal policy makers and important funders.
- The strategies to motivate and stimulate grassroots supporters for a better tomorrow.

Membership in NLC is one of the best investments your community can make. We encourage you to consider joining the National League of Cities. Cities, towns, boroughs and villages of all sizes are eligible to join NLC as long as they are members of their state municipal league. Best of all, dues are scaled to population. Member Benefits At-A-Glance is enclosed.





Daniel Buchholtz, MMC  
Page Two

If you have questions or need further information or a membership application, please contact Membership Development at 202-626-3100 or email [memberservices@nlc.org](mailto:memberservices@nlc.org). You may also visit NLC's website [www.nlc.org](http://www.nlc.org).

Thank you for taking the time to consider membership with the National League of Cities.

Sincerely,



Clarence Anthony  
Executive Director  
National League of Cities

J. Mae Davis  
Senior Membership Outreach Specialist  
Membership Development  
National League of Cities

Enclosures





## **NATIONAL LEAGUE of CITIES MEMBER BENEFITS AT-A-GLANCE**

### **STAY INFORMED**

#### **Member Groups:**

Policy and Advocacy Committees  
Member Councils  
Issue-specific Peer Networks  
Constituency Groups

### **BE PART OF SOMETHING BIGGER**

#### **Events:**

Congress of Cities and Exposition  
Congressional City Conference  
Leadership Seminars  
Webinars

### **PROTECT LOCAL GOVERNMENT RIGHTS AND RESOURCES**

#### **Publications and Information:**

Best Practices, Toolkits and Action Guides  
Research Reports and Surveys  
The Weekly: NLC's e-newsletter  
Bi-weekly Federal Relations Update  
Issue-specific e-newsletters  
myNLC Online Community Portal

### **EXCHANGE EFFECTIVE IDEAS**

#### **Recognition:**

City Showcase  
NLC Membership Milestone Awards  
NBC-LEO City Cultural Diversity Award  
Women in Municipal Government Leadership Award

### **BRING SAVINGS AND SOLUTIONS TO YOUR CITY**

#### **Programs for Cities:**

Build America Mutual  
NLC Community Showcase Video Program  
NLC Prescription Discount Card Program  
NLC Service Line Warranty Program  
Public Finance Authority  
The National Citizen Survey  
U.S. Communities Government Purchasing Alliance

### **HAVE A VOICE IN WASHINGTON**

### **SHARPEN LEADERSHIP SKILLS**

### **GET RECOGNITION FOR YOUR COMMUNITY**

#### **Resources:**

Career Center  
Technical Assistance Projects  
Sustainable Cities Institute  
Mayors' Institute on Children and Families

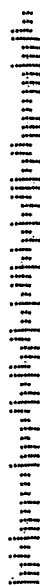
### **CONNECT WITH MUNICIPALITIES NATIONWIDE**





Stepping Stone Emergency Housing  
P.O. Box 996  
Anoka, MN 55303

Barbara Nelson  
1301 81st Ave NE  
Spring Lake Park, MN 55432



55432-3033

We are proud to announce the 2nd Annual Parlee Fore A Purpose Golf Tournament. All funds raised will impact a life by helping our guests out of homelessness and into self-sufficiency.

**Monday, September 21**  
**TPC of the Twin Cities**

For information, contact Julie Leppson  
(763) 277-8301  
jleppson@steppingstoneeh.org  
www.steppingstoneeh.org

**COME love THE  
PARLEE  
STAY love THE  
PURPOSE**

**STEPPING Stone**

**PARLEE fore A PURPOSE**  
**MONDAY ~ SEPTEMBER 21, 2015**  
TPC OF THE TWIN CITIES  
11444 TOURNAMENT PLAYERS PKWY ~ BLAINE

**vers**

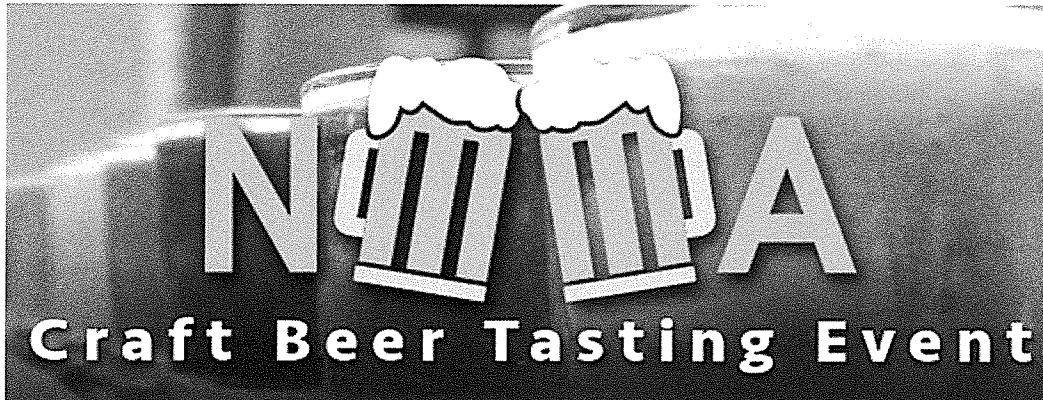
**Alina Health**

**REGISTER BY  
AUGUST 3\***  
for EARLY BIRD  
discounts

**REGISTER TODAY at [www.steppingstoneeh.org](http://www.steppingstoneeh.org)**  
**EARLY BIRD DISCOUNTS** \$175 per golfer registration / \$675 per foursome registration  
**PLUS** when register your foursome by **AUGUST 3\***, you will be entered  
in a drawing for a chance to win a gift certificate for a foursome at TPC of the Twin Cities!

\*original date of July 10 extended to August 3





## North Metro Mayors Association Craft Beer Tasting Event

Please join us for a Craft Beer Tasting event with the North Metro area's mayors, city managers, council members, and other community leaders. Learn how this nonprofit association has been strengthening the North Metro for 27 years. This event is sure to attract a variety of community leaders from public, private and nonprofit sectors!



### Save the Date!

Wednesday, Sept. 23, 2015  
from 5:30-7:30 p.m.  
at Bunker Hills Golf Course

**WHERE:** Bunker Hills, 12800 Bunker  
Prairie Rd NW, Coon Rapids, MN  
55448 [DIRECTIONS HERE](#)

For our golf lovers, we have arranged  
an optional 2 p.m. tee time for nine  
holes of golf with a cart. This is NOT a  
tournament, but a chance to get out on  
the greens at special discount pricing  
for NMMA!

**WHAT:**

- 2 p.m. 9 Holes of Golf  
(Optional—Not a Tournament)
- 4:30 p.m. VIP Reception for Event  
Sponsors, NMMA Members
- 5:30 p.m. Beer Tasting,  
Heavy Appetizers

All Emerald, Platinum, Gold, and Silver NMMA Community Partners, as well as Bier  
Meister and Imperial event sponsors, also will be invited to a July 31, 5 p.m. Event Kick-



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**Platinum Sponsors:**



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**Other Sponsors:**

Excensus LLC, Henningson & Snoxell, LTD., Crest View Corporation, SRF, Stepping Stone Emergency Housing, C.S. McCrossan, Running Aces Harness Park, AXA, North East Bank

*About NMMA: Since 1987, member cities and associate partners have worked together to bring a balance in both public and private investment in the North Metro area. This collaborative effort has focused on public policy decisions that impact member communities and their constituents. Learn about our accomplishments [here](#).*

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