



CITY COUNCIL REGULAR AGENDA
TUESDAY, JUNE 20, 2023
CITY HALL at 7:00 PM

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. ADDITIONS OR CORRECTIONS TO AGENDA**
- 5. DISCUSSION FROM THE FLOOR**
- 6. CONSENT AGENDA**
 - [A.](#) Approval of Minutes - May 15, 2023 City Council Work Session
 - [B.](#) Approval of Minutes - June 5, 2023 Council Meeting
 - [C.](#) Approval of Claims List - General Disbursement No. 23-09 - \$427,066.48
 - [D.](#) Resolution 2023-25, Authorizing 2022 Year-End Fund Transfers and Budget Adjustment
 - [E.](#) Contractor's Licenses
- 7. DEPARTMENT REPORTS**
 - [A.](#) Police Report
 - [B.](#) Recreation Report
- 8. PUBLIC HEARING**
 - [A.](#) Public Hearing to Comment on City's Storm Water Pollution Prevention Program and 2022 MS4 Annual Report
 - [B.](#) Public Hearing on Interim Ordinance Prohibiting the Sale, Testing, Manufacturing, Cultivating, Growing, Transporting, Delivery and Distribution of Cannabis Products in the City of Spring Lake Park
- 9. ORDINANCES AND/OR RESOLUTIONS**
 - [A.](#) Ordinance 463, Interim Ordinance Prohibiting the Sale, Testing, Manufacturing, Cultivating, Growing, Transporting, Delivery and Distribution of Cannabis Products in the City of Spring Lake Park
 - [B.](#) Resolution 2023-24, Authorizing Participation in the Performance Measurement Program
- 10. NEW BUSINESS**
 - [A.](#) Approval of Joint Powers Agreement for the Reconstruction of Sanburnol Drive from Elm Drive NE to University Avenue Service Drive in the Cities of Blaine and Spring Lake Park
 - [B.](#) City Hall Siren Relocation and Replacement
- 11. REPORTS**
 - A. Attorney's Report
 - [B.](#) Engineer's Report
 - C. Administrator Report
- 12. OTHER**
 - [A.](#) Correspondence
- 13. ADJOURN**

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

Individuals with disabilities needing auxiliary aid(s) may request assistance by contacting the City Clerk at 1301 81st Avenue NE, Spring Lake Park, MN 55432. Ph.763-784-6491 at least 48 hours in advance.

RULES FOR DISCUSSION FROM THE FLOOR AND PUBLIC HEARINGS

DISCUSSION FROM THE FLOOR

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

PUBLIC HEARINGS

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

The following format will be used to conduct the hearing:

- The presenter will have a maximum of 10 minutes to explain the project as proposed.
- Councilmembers will have the opportunity to ask questions or comment on the proposal.
- Citizens will then have an opportunity to ask questions and/or comment on the project. Those wishing the comment are asked to limit their comments to 3 minutes.

In cases where there is a spokesperson representing a group wishing to have their collective opinions voiced, the spokesperson should identify the audience group he/she is representing and may have a maximum of 10 minutes to express the views of the group.

- People wishing to comment are asked to keep their comments succinct and specific.
- Following public input, Councilmembers will have a second opportunity to ask questions of the presenter and/or citizens.
- After everyone wishing to address the subject of the hearing has done so, the Mayor will close the public hearing.
- The City Council may choose to take official action on the proposal or defer action until the next regularly scheduled Council meeting. No further public input will be received at that time.

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council Worksession was held on May 15, 2023 at the 1301 81st Ave NE, at 5:30 PM.

1. CALL TO ORDER

Mayor Nelson called the meeting to order at 5:30 PM.

MEMBERS PRESENT

Mayor Nelson

Councilmember Ken Wendling

Councilmember Barbara Goodboe-Bisschoff

Councilmember Lisa Dircks

Councilmember April Moran

STAFF PRESENT

Administrator Daniel Buchholtz

Police Chief Josh Antoine

2. DISCUSSION ITEMS

A. Municipal Cannabis Discussion (Goodboe-Bisschoff)

Administrator Buchholtz stated that Councilmember Goodboe-Bisschoff asked that a discussion on municipal cannabis be scheduled for a work session. He stated that the proposed legislation (HF 100/SF 73) would permit a City to establish, own and operate a municipal cannabis store.

Councilmember Goodboe-Bisschoff noted that it was premature to discuss this topic. She stated that a municipal cannabis store would provide the City with control over the sale of cannabis within the corporate limits of Spring Lake Park.

Administrator Buchholtz outlined a number of difficulties with operating a municipal cannabis store including 1) marijuana remains a banned Schedule 1 drug by the Federal Government; 2) marijuana sales are primarily a cash business, creating financial and crime risks; 3) whether LMCIT will insure a municipal cannabis operation; and 4) the City's lack of a retail presence after the closure of the municipal liquor store.

Councilmember Goodboe-Bisschoff stated that there are significant unknowns related to cannabis and recommended a moratorium be established to provide the City with time to establish regulations related to cannabis products. Administrator Buchholtz agreed that a moratorium would provide valuable time for the City Council to study this issue further.

CONSENSUS of the City Council was to direct staff to draft an interim ordinance establishing a moratorium on the sale, testing, manufacturing, cultivating, growing, transporting, delivery and distribution of cannabis products in the City.

B. Public Works Director Position Planning

Administrator Buchholtz stated that Public Works Director Randall intends to retire in early 2024, with his last day of work the end of 2023. Buchholtz stated that he would like to start a hiring process for a new Public Works Director with an anticipated September/October start date. He said this would allow for overlap between the new Director and Director Randall, ensuring a seamless transition.

CONSENSUS of the City Council was to direct the City Administrator to begin the hiring process for the Public Works Director position.

C. Police Chief Professional Development Request

Chief Antoine stated that he is exploring the possibility of completing his Bachelor's degree in Criminal Justice Administration. He inquired if he could redirect \$3,000 budgeted annually for his attendance at the International Association of Chiefs of Police (IACP) Conference toward tuition. He stated that the Criminal Justice Administration degree will benefit the City by strengthening his leadership and public administration skills in managing the day to day operations of the Department.

Administrator Buchholtz noted that this would have no impact on the budget as the funds are already in the budget but would be used in a different way.

CONSENSUS of the City Council was to reallocate the funding in the Police Department budget for the IACP Conference toward his tuition for his Criminal Justice Administration degree until such time as the degree is completed.

D. Administrator Counter-Offer Review

Administrator Buchholtz noted that he had been offered a City Manager job in another community. He said that Mayor Nelson and he discussed a counter-offer that would allow him to remain in Spring Lake Park. He stated that the offer was to change the salary grade for the Administrator position to Grade 21 in the pay plan and to grant him an additional week of vacation each year. He said this would be on the agenda for the May 15 meeting.

Councilmembers expressed their satisfaction with Administrator Buchholtz's job performance and their desire to retain Buchholtz as Administrator.

3. REPORT

A. City Council and Staff Reports – None

4. ADJOURN

Mayor Nelson adjourned the work session at 6:36 pm.

Robert Nelson, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council Regular was held on June 5, 2023 at the City Hall, at 7:00 PM.

1. CALL TO ORDER

Mayor Nelson called the meeting to order at 7:00 PM.

2. ROLL CALL

MEMBERS PRESENT

Councilmember Ken Wendling
Councilmember Barbara Goodboe-Bisschoff
Councilmember Lisa Dircks
Councilmember April Moran
Mayor Bob Nelson

STAFF PRESENT

Building Official Jeff Baker, Public Works Director Randall, Police Chief Antoine, Attorney John Thames, Engineer Phil Gravel, Administrator Daniel Buchholtz

VISITORS

James Wilson, 374 83rd Avenue NE, Unit #7, Spring Lake Park MN
Jesse Wait, 375 83rd Avenue NE, Spring Lake Park MN
Dylan Rosa, 375 83rd Avenue NE, Unit #4, Spring Lake Park MN

3. PLEDGE OF ALLEGIANCE

4. ADDITIONS OR CORRECTIONS TO AGENDA

Administrator Buchholtz requested that Items 7A & 7B be removed from the Agenda. He stated that the two properties passed the pre-Council inspections, so no action is needed.

5. DISCUSSION FROM THE FLOOR - None

6. CONSENT AGENDA

- A. Approval of Minutes – May 15, 2023 Council Work Meeting
- B. Contractor's Licenses
- C. Sign Permit
- D. Business License

Motion made by Councilmember Wendling to approve the Consent Agenda.

Voting Aye: Councilmember Wendling, Councilmember Goodboe-Bisschoff, Councilmember Dircks, Councilmember Moran, Mayor Nelson. Motion carried.

7. PUBLIC HEARINGS

A. Rental License Revocation for Certain Property Located at 8431 Westwood Road NE

Removed

B. Rental License Revocation for Certain Property Located at 1870 County Highway 10

Removed

C. Rental License Revocation for Certain Property Located at 375 83rd Avenue NE

Motion made by Mayor Nelson to open the public hearing.

Voting Aye: Councilmember Wendling, Councilmember Goodboe-Bisschoff, Councilmember Dircks, Councilmember Moran, Mayor Nelson. Motion carried.

Public Hearing was opened at 7:02 PM.

Building Official Baker stated that the property failed the initial rental inspection on March 23, 2023. He stated that on May 11, 2023 Code Enforcement staff completed a follow up inspection and found that the violations had not been corrected.

City Councilmembers asked how many units the building encompassed and when they were last inspected. Building Official Baker said that the building was inspected in 2022. Councilmember Dircks asked if all the units were inspected, and Building Official Baker said that only the common areas are inspected yearly. He stated units are inspected every other year.

Building Official Baker said that the issues being discussed are life safety issues. Attorney Thames clarified that once the rental has been posted for 45 days and the issues have not been corrected tenants will have to vacate the property. He did state that the landlord can address the issues within the 45 days and come into compliance.

Mayor Nelson asked if anyone from the public wished to speak.

Dylan Rosa, 375 83rd Avenue NE, unit #4. Mr. Rosa stated that the owners have had time to fix the issues.

Councilmember Dircks inquired if there was an option for the City to help the residents if they need to move within 45 days. Administrator Buchholtz said that the City could put individuals in touch with ACCAP to find resources for residents.

Motion made by Councilmember Goodboe-Bisschoff to close the public hearing.

Voting Aye: Councilmember Wendling, Councilmember Goodboe-Bisschoff, Councilmember Dircks, Councilmember Moran, Mayor Nelson. Motion carried.

Public hearing was closed at 7:23 PM

Motion made by Councilmember Wendling Approving Resolution 2023-22, Rental License Revocation for Certain Property Located at 375 83rd Avenue NE.

Voting Aye: Councilmember Wendling, Councilmember Goodboe-Bisschoff, Councilmember Dircks, Councilmember Moran, Mayor Nelson. Motion carried.

D. Rental License Revocation for Certain Property Located at 374 83rd Avenue NE

Motion made by Councilmember Goodboe-Bisschoff to open the public hearing.

Voting Aye: Councilmember Wendling, Councilmember Goodboe-Bisschoff, Councilmember Dircks, Councilmember Moran, Mayor Nelson. Motion carried.

Public Hearing was opened at 7:25 PM.

Building Official Baker stated that the property failed the initial rental inspection on March 23, 2023. On May 11, 2023 Code Enforcement staff completed a follow up inspection and found that violations had not been corrected. Councilmembers inquired if the complex was owned by the same person as 375 83rd Avenue NE. Building Official Baker confirmed that it was.

Mayor Nelson asked if anyone from the public wished to speak.

James Wilson, 374 83rd Avenue NE, Unit #7. Mr. Wilson stated that he provided videos and photos to the Code Enforcement Department and the Management of the building of issues at the complex. He summarized the issues he's faced at the property over the past two (2) years and encouraged Council action.

Motion made by Councilmember Wendling to close the public hearing.

Voting Aye: Councilmember Wendling, Councilmember Goodboe-Bisschoff, Councilmember Dircks, Councilmember Moran, Mayor Nelson. Motion carried.

Public hearing was closed at 7:41 PM

Motion made by Councilmember Dircks Approving Resolution 2023-23, Rental License Revocation for Certain Property Located at 374 83rd Avenue NE.

Voting Aye: Councilmember Wendling, Councilmember Goodboe-Bisschoff, Councilmember Dircks, Councilmember Moran, Mayor Nelson. Motion carried.

Councilmember Dircks inquired if the building would need a reinspection in order to obtain a license. Building Official Baker stated the whole building would need to be inspected.

8. DEPARTMENT REPORTS

A. Public Works Report

Public Works Director Randall stated that staff planted dogwoods along 81st Avenue in front of the Garfield Pond. He said that the fountain at Triangle Park has been installed. Director Randall informed Council that the temporary fencing in the parks has been installed and the sprinkler systems turned on. He mentioned that staff will continue to patch streets after the Tower Days event.

B. Code Enforcement Report

Building Official Baker stated that there was a reduction in nuisance complaints with the adoption of No Mow May.

Building Official Baker gave an update on construction projects. He stated that Take 5 Carwash had the final framing on the tunnel. He said that Tint Pros is looking to add more service doors to the west side of the building.

9. ORDINANCES AND/OR RESOLUTIONS

A. Resolution 23-21, Ordering Preparation of Report on Improvement for 2024 Street Improvement Project

Administrator Buchholtz gave an overview of the 2024 Improvement Project. He stated that the proposed improvements will be from Sanubrnol Drive between the center line of University Avenue Service Drive to its end at Elm Drive NE and Elm Drive between the center line of Able Street to its end at Sanburnol Drive. Administrator Buchholtz said that a Joint Powers Agreement is being finalized with the City of Blaine. Administrator Buchholtz explained that the City would be levying special assessments as part of the project with the rest of the projected funded from Municipal State Aid reserves.

Engineer Gravel stated that the feasibility report will be ordered and then have a neighborhood meeting. He said that the project will need to follow MnDOT regulations since portions of Sanburnol Dr. is on the Municipal State Aid route.

Administrator Buchholtz stated that the cost share with Blaine will be identified in the Joint Powers Agreement.

Motion made by Councilmember Wendling to Approve Resolution 23-21, Ordering Preparation of Report on Improvement for 2024 Street Improvement Project.

Voting Aye: Councilmember Wendling, Councilmember Goodboe-Bisschoff, Councilmember Dircks, Councilmember Moran, Mayor Nelson. Motion carried.

10. NEW BUSINESS

A. Authorize Geotechnical & Pavement Design for 2024 Sanburnol Dr./Elm Dr. Reconstruction Project

Engineer Gravel stated that the geotechnical report and pavement design are requirements of the MnDOT Municipal State Aid Review Process. He said that the proposal from American Engineering Testing meets the requirements for the work to be done. The project will consist of 12 soil borings to a depth of 6-feet, and will be conducted side-by-side on the eastbound and the westbound lanes.

Engineer Gravel recommended that the City accept the proposal from American Engineering Testing in the amount of \$17,716.

Councilmembers inquired if a portion of the cost will be shared by the City of Blaine. Engineer Gravel confirmed that the City of Blaine will share in the cost of the testing.

Motion made by Mayor Nelson to Authorize Geotechnical & Pavement Design for 2024 Sanburnol Dr./Elm Dr. Reconstruction Project.

Voting Aye: Councilmember Wendling, Councilmember Goodboe-Bisschoff, Councilmember Dircks, Councilmember Moran, Mayor Nelson. Motion carried.

B. Consideration of Personnel Policy Amendments

Administrator Buchholtz stated staff is proposing three amendments to the Personnel Policy. He stated the first change is to 9.04, updating the list of holidays to include Juneteenth. The second change is to Section 1.03 and 1.06 to include the provisions of the CROWN (Creating a Respectful and Open World for Natural Hair) Act. He stated the third amendment is to Section 16.08. The change would add language saying that the City will not pay for, or reimburse, for events sponsored by or affiliated with political parties and that the City will not reimburse employees for costs of travel for family members.

Motion made by Councilmember Wendling to approve the Personnel Policy Amendments.

Voting Aye: Councilmember Wendling, Councilmember Goodboe-Bisschoff, Councilmember Dircks, Councilmember Moran, Mayor Nelson. Motion carried.

C. Schedule June Work Session

Administrator Buchholtz stated that the June Work Session will be held on Monday, June 20 at 5:30 PM at the Able Park Building. He said the topics proposed are Clean-Up Discussion, Review Performance Measure Results, City Hall Update and Reports from the Council and Staff.

Councilmember Goodboe-Bisschoff requested the signs for Fillmore and Manor be added to the agenda.

11. REPORTS

A. Attorney Report

Attorney Thames stated that the hearing for 8064 Garfield Street will be held on Monday, June 12.

B. Engineer's Report

Engineer Gravel stated that the 2023 Seal Coat and Crack Repair Project will start after Tower Days.

C. Administrator Report

Administrator Buchholtz stated that there is \$20,000 in the 2023 Budget for removal of ash trees with Emerald Ash Borer and that the City will utilize the funding for boulevard trees. He said that the City will be looking for grant funding from the Department of Natural Resources to address the EAB crisis.

12. OTHER

A. Schedule Update due to Juneteenth Holiday

Administrator Buchholtz informed the City Council and the public that Juneteenth is Monday June 19, 2023. He stated now that Juneteenth is an official state holiday, City Hall will be closed, and the regularly scheduled City Council meeting will be held on Tuesday, June 20, 2023, in accordance with State Law and City Code.

B. Correspondence - None

13. ADJOURN

Motion made by Councilmember Wendling to adjourn.

Voting Aye: Councilmember Wendling, Councilmember Goodboe-Bisschoff, Councilmember Dircks, Councilmember Moran, Mayor Nelson. Motion carried.

The meeting was adjourned at 8:17 PM.

Robert Nelson, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

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

Date: May 2023
Page: 1
Claim Res. #23-09

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>		<u>AMOUNT</u>
73806	ALL TRAFFIC SOLUTIONS	MAINT AGREEMENTS	\$	3,500.00
73807	ALLIED PRODUCTS CORP	TOWER DAYS PUZZLE CONTEST	\$	118.32
73809	JOSH ANTOINE	UNIFORM ALLOWANCE REIMB	\$	129.36
73810	ASPEN MILLS	MOURNING BADGE COVER	\$	5.00
73811	BATTERIES PLUS BULBS	BATTERIES	\$	59.60
73812	CAROLINE MENSINK	GIRLFRIENDS GETAWAY REFUND	\$	100.00
73813	CINTAS	FLOOR MATS	\$	126.79
73814	COMM-WORKS, LLC	PARK CAMERA MONITORING	\$	850.00
73815	COORDINATED BUSINESS SYSTEMS LTD	MAIN AGREEMENTS	\$	510.39
73816	COTTENS INC	PARTS	\$	17.64
73817	DYERSVILLE AREA CHAMBER OF COMMERCE	MAY MYSTERY TOUR	\$	720.00
73818	FASTENAL COMPANY	PARTS	\$	75.94
73819	LISA MURPHY	UNIFORM ALLOWANCE REIMB	\$	34.99
73820	LOIS TREBESCH	GIRLFRIENDS GETAWAY REFUND	\$	100.00
73821	MENARDS-CAPITAL ONE TRADE CREDIT	CC PMNT	\$	39.78
73822	MINNEAPOLIS SAW	AIR FILTER FOR HONDA	\$	42.31
73823	MINNESOTA RECREATION & PARK ASSOCIATIO	SOFTBALL TEAM REGISTRATION	\$	300.00
73824	NATIONAL MISSISSIPPI RIVER MUSEUM & AQU	MAY MYSTERY TOUR	\$	398.75
73825	NOVAK HYDRAULICS & MACHINING LLC	04 RUGBY FOR DUMP TRUCK CYLINDER	\$	680.00
73826	ON SITE SANITATION INC	STD CONSTRUCTION RESTROOMS	\$	162.00
73827	PIONEER RIM & WHEEL	PARTS	\$	140.70
73828	QC DANCE	WINTER CLASSES 2023	\$	1,052.35
73829	SLP FIRE DEPARTMENT	FIRE PROTECTION SERVICES MAY 2023	\$	22,012.00
73830	STREICHER'S	RANGE EQUIP & SUPPLIES	\$	266.87
73832	T.A. SCHIFSKY & SONS, INC.	HOT MIX PURCHASES 04/09-04/22/23	\$	1,227.38
73833	THE GOOD YEAR TIRE & RUBBER COMPANY	TIRES	\$	190.62
73834	THE HOME DEPOT CREDIT SERVICES	CC PMNT	\$	455.76
73835	TWIN CITY HARDWARE	PD DOOR	\$	843.53
73836	AMERITAS	PAYROLL	\$	37.42
73837	CENTRAL PENSION FUND	PAYROLL	\$	1,040.04
73838	DEARBORN LIFE INSURANCE COMPANY	PAYROLL	\$	146.51
73839	DELTA DENTAL	PAYROLL	\$	1,047.19
73840	L.E.L.S.	PAYROLL	\$	337.50
73841	LOCAL 49	PAYROLL	\$	105.00
73842	MINNESOTA CHILD SUPPORT PMNT CENTER	PAYROLL	\$	235.50
73843	NCPERS GROUP LIFE INS	PAYROLL	\$	16.00
73844	PREFERRED ONE INSURANCE COMPANY	PAYROLL	\$	13,627.80
73845	AID ELECTRIC SERVICE, INC	ARTHUR ST WELL REPAIRS	\$	5,060.92
73846	ALLISON CURTIS	RED CROSS BABYSITTERS TRAINING COURSE	\$	330.00
73847	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	\$	338.09
73848	AMERICAN MESSAGING	PW PAGER	\$	5.24
73849	ANOCA COUNTY TREASURY	APX BATTERIES / MICROPHONE	\$	308.76
73850	BCA BTS	DMT-G CERTIFICATION TRAINING-DRINKWINE	\$	375.00
73851	BUSINESS ESSENTIALS	SUPPLIES	\$	2,503.18
73852	CALVIN MILLER	UTILITIES OVERPMNT REFUND	\$	531.17
73853	CARSON, CLELLAND & SCHREDER	ATTORNEY SERVICES	\$	9,689.00
73854	CENTERPOINT ENERGY	MONTHLY UTILITIES	\$	1,496.72
73855	CINTAS	FLOOR MATS	\$	126.79

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

Date: May 2023
Page: 2
Claim Res. #23-09

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
73856	COMPUTER INTEGRATION TECHNOLOGIES	5FT PATCH CORD	\$ 60.00
73857	CONNEXUS ENERGY	STREET LIGHTS	\$ 9.82
73858	COTTENS INC	PARTS	\$ 158.23
73859	GOPHER STATE ONE-CALL INC	LOCATES	\$ 109.35
73860	HACH COMPANY	SAMPLE CELL	\$ 127.98
73861	INSTRUMENTAL RESEARCH INC	APRIL WATER TESTING	\$ 88.00
73862	JENNIFER STORBERG	UTILITIES OVERPMNT REFUND	\$ 46.06
73863	JOEY D'S TREE SERVICE	CUT DOWN & HAUL ASH TREE X3	\$ 3,400.00
73864	LEAGUE OF MN CITIES	CONF MOBILE TOUR DULUTH SEAWAY/HOUSIN	\$ 105.00
73865	MANSFIELD OIL COMPANY	UNLEADED FUEL	\$ 1,006.99
73866	MARIE RIDGEWAY LISS, LLC	SLP POWER PROGRAM	\$ 400.00
73867	METROPOLITAN COUNCIL	WASTE WATER SERVICES DEF REV	\$ 48,236.75
73868	DEANNA MILLER	KNITTING & CROCHETING CLASS WINTER 2023	\$ 210.00
73869	MTI DISTRIBUTING INC	TRANSMISSION & AIR FILTERS	\$ 59.42
73870	SCHAAF FLORAL	SYMPATHY ARRAGEMENT--EDGAR MORRIS	\$ 124.99
73871	SIGNS NOW	MAGNET GRAPHICS	\$ 124.10
73872	SMITH SCHAEFER & ASSOCIATES	AUDITING SERVICES	\$ 3,525.00
73873	SPECIALTY SOLUTIONS, LLC	WEED & FEED	\$ 4,722.00
73874	STANTEC	CONSULTING SERVICES	\$ 27,197.06
73875	ULINE	TABLES & SHELVING	\$ 1,505.14
73876	VADIM MUNICIPAL SOFTWARE	MONTHLY UB FEES	\$ 48.32
73877	AID ELECTRIC SERVICE, INC	TERRACE & LAKE PARK REPAIRS	\$ 1,567.88
73878	AMERICAN WATER WORKS ASSOC	MEMBERSHIP DUES-T. RANDALL	\$ 233.00
73879	ANNE SCANLON	MAY MYSTERY TOUR REIMB	\$ 168.00
73880	ASPEN MILLS	UNIFORM ALLOWANCE--SMITH/MURPHY	\$ 176.75
73881	AT & T MOBILITY	CELL PHONE SERVICES	\$ 1,035.58
73882	WANDA BROWN-MCGRECK	MILEAGE & FOOD REIMB CLERK CONF 05/8-12	\$ 220.45
73883	CAROUSEL MOTOR GROUP	AUTO SERVICE & REPAIRS	\$ 396.87
73884	CENTERPOINT ENERGY	MONTHLY UTILITIES	\$ 1,283.72
73885	CENTRAL TURF & IRRIGATION SUPPLY	SUPPLIES	\$ 150.89
73886	CINTAS	FLOOR MATS	\$ 126.79
73887	COMCAST	8251 ARTHUR ST	\$ 112.92
73888	COMM-WORKS, LLC	PARK CAMERA MONITORING	\$ 125.00
73889	COMPUTER INTEGRATION TECHNOLOGIES	CABLING PRODUCT	\$ 308.00
73890	EMERGENCY AUTOMOTIVE TECHNOLOGIES	SQUAD EQUIPMENT PURCHASE	\$ 8,518.95
73891	KAREN FISKE	BIKE PATROL REPAIRS REIMBURSEMENT	\$ 291.00
73892	HEARTLAND TIRE INC	SQUAD TIRES	\$ 719.80
73893	INDELCO PLASTICS CORPORATION	PARTS	\$ 2,074.44
73894	LISA MURPHY	UNIFORM ALLOWANCE REIMB-LANDS' END	\$ 44.41
73895	MANSFIELD OIL COMPANY	UNLEADED FUEL	\$ 2,328.10
73896	METRO-INET	DATA SERVICES	\$ 152.00
73897	MIKE LONG	COURT TIME CASE # 22051088	\$ 102.97
73898	MINNESOTA CITY/COUNTY MGMT ASSN	MEMBERSHIP RENEWAL--D. BUCHHOLTZ	\$ 169.00
73899	MINNETONKA POLICE DEPARTMENT	BIKE TRAINING-SMITH/BLOOMER	\$ 600.00
73900	CAR WASH PARTNERS (DBA: MISTER CARWASH)	CAR WASHES	\$ 104.00
73901	OFFICE OF MN.IT SERVICES	FIBER OPTICS	\$ 44.60
73902	REVOLUTIONARY SPORTS, LLC	SPRING SESSION I CLASSES	\$ 204.75
73903	SOCIAL CLUB SIMPLE	PODCAST 05/09/23 SLP	\$ 15.00

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

Date: May 2023
 Page: 3
 Claim Res. #23-09

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>		<u>AMOUNT</u>
73904	SOULO COMMUNICATION	BUSINESS CARDS COUNCIL/PARK & REC/ PD	\$	517.00
73905	T.A. SCHIFSKY & SONS, INC.	HOT MIX PURCHASES 04/23-04/29/23	\$	1,077.23
73906	TRAVEL DUBUQUE	PROGRESSIVE DINNER-MAY MYSTERY TOUR	\$	1,378.00
73907	TWIN CITY HARDWARE	ABLE PARK REPAIRS	\$	265.00
73908	ULINE	SUPPLIES	\$	151.72
73909	USS MINNEOSTA ONE MT LLC	SOLAR	\$	11,997.90
73910	VADIM MUNICIPAL SOFTWARE	UB CHARGEBACK (ACCT# 37-0858-00-01)	\$	482.33
73911	XCEL ENERGY	MONTHLY UTILITIES	\$	3,484.25
73912	AMERITAS	PAYROLL	\$	37.42
73913	CENTRAL PENSION FUND	PAYROLL	\$	1,040.04
73914	DEARBORN LIFE INSURANCE COMPANY	PAYROLL	\$	146.51
73915	DELTA DENTAL	PAYROLL	\$	1,047.19
73916	L.E.L.S.	PAYROLL	\$	337.50
73917	LOCAL 49	PAYROLL	\$	105.00
73918	MINNESOTA CHILD SUPPORT PMNT CENTER	PAYROLL	\$	235.50
73919	NCPERS GROUP LIFE INS	PAYROLL	\$	16.00
73920	PREFERRED ONE INSURANCE COMPANY	PAYROLL	\$	13,627.80
73921	APPLEWOOD NURSERY & LANDSCAPE SUPPLY	CARDNIAL DOGWOOD SHRUBS X24	\$	1,025.76
73922	ASPEN MILLS	UNIFORM ALLOWANCE-BENNEK	\$	62.99
73923	AUTOMATIC SYSTEMS CO	SCADA COMPUTER UPGRADE	\$	5,643.00
73924	CENTRAL TURT & IRRIGATION SUPPLY	IRRIGATION SUPPLIES	\$	628.79
73925	CINTAS	FLOOR MATS	\$	126.79
73926	COMPUTER INTEGRATION TECHNOLOGIES	CONTRACTUAL SERVICES	\$	4,688.00
73927	CONNEXUS ENERGY	MONTHLY UTILITIES 8500 CENTRAL/8463 TERR	\$	325.68
73928	COTTENS INC	PARTS	\$	100.34
73929	DELTA DENTAL	COBRA PMNT	\$	159.42
73930	DERING PIERSON GROUP	PROGRESS BILLING APPLICATION NO. 7	\$	29,930.43
73931	ECM PUBLISHERS, INC	ORDINANCE NO. 486	\$	182.75
73932	FASTENAL COMPANY	PARTS	\$	43.51
73933	HACH COMPANY	ARSENIC FREE FLOURIDE	\$	109.30
73934	HAWKINS WATER TREATMENT	WATER CHEMICALS	\$	40.00
73935	INNOVATIVE OFFICE SOLUTIONS, LLC	OFFICE SUPPLIES	\$	166.73
73936	IPMA-HR MN	PSHRA MN MEMBERSHIP-BUCCHOLTZ/BARKER	\$	100.00
73937	KELSEY SMITH	UNIFORM ALLOW. REIMB-UNDER ARMOUR	\$	52.00
73938	KYLENE KNOBLAUCH	ADULT SOFTBALL UMPIRE CONTRACTOR	\$	50.00
73939	LANGUAGE LINE SERVICES	INTERPRETATION SERVICES	\$	77.25
73940	MAVO SYSTEMS	LEAD ABATEMENT OF HVACE SYSTEM-RANGE	\$	1,635.00
73941	MINNESOTA DEPT OF HEALTH	QTRLY WATER CONNECTION FEE	\$	5,372.00
73942	MTI DISTRIBUTING INC	BLADES/ INNER TUBES/ TIRES	\$	425.39
73943	ON SITE SANITATION INC	STD CONSTRUCTION RESTROOMS	\$	216.00
73944	SCHMIDT CURB COMPANY, INC	CONCRETE WORK	\$	8,620.00
73945	SHRED-IT USA	SHREDDING SERVICES	\$	106.69
73946	SUMMIT FIRE PROTECTION	ANNUAL SPRINKLER INSPECTIONS WET/DRY	\$	2,008.00
73947	TAMMY RICHERT	GRANDPARENTS & ME WITHDRAW	\$	30.00
73948	TASC	COBRA ADMIN FEE	\$	31.04
73949	ULINE	SUPPLIES	\$	734.74
73950	WALTERS RECYCLING & REFUSE SERV	MONTHLY RECYCLING SERVICES/ TRASH& ORG	\$	10,724.30
73951	WILLIE MCCRAY	SOFTBALL UMPIRE	\$	748.00

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

Date: May 2023
Page: 4
Claim Res. #23-09

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>		<u>AMOUNT</u>
73952	DODGE OF BURNSVILLE	DODGE DURANGO + ADDITIONS	\$	38,259.00
73953	AMERICA WILD, LLC	2 POWER BIKES + ACCESSORIES	\$	6,126.00
73954	JOSH ANTOINE	CELL PHONE REIMBURSEMENT	\$	50.00
73955	APRIL STRAMER	17U SOFTBALL LEAGUE REFUND	\$	60.00
73956	ARCADE HIGHWAY LLC	BUNGEE STATIONS, INFLATABLES, BARREL TRAI	\$	2,800.00
73957	ASPEN MILLS	UNIFORM ALLOWANCE-BLOOMER	\$	276.29
73958	BRYAN ROCK PRODUCTS	RED BALL DIAMOND AGGREGATE	\$	937.00
73959	CADY BUSINESS TECHNOLOGIES	PHONE SYSTEM UPGRADES	\$	245.80
73960	CARRIE TROMBLEY	17U SOFTBALL LEAGUE REFUND	\$	28.32
73961	CELENA MONN	17U SOFTBALL LEAGUE REFUND	\$	25.00
73962	CENTERPOINT ENERGY	MONTHLY UTILITIES	\$	642.75
73963	CENTRAL TURF & IRRIGATION SUPPLY	ABLE PARK IRRIGATION	\$	502.23
73964	CINTAS	FLOOR MATS	\$	126.79
73965	COMPUTER INTEGRATION TECHNOLOGIES	PROJECT MGMT/ PROJECT MAINT.	\$	46.50
73966	CUTTER SALES INC	BEARINGS	\$	99.22
73967	CYRINE LEGGETT	2023 YOUTH SOFTBALL REFUND	\$	42.50
73968	DAKOTA COUNTY TECHNICAL COLLEGE	TRAINING COURSES--IMIG	\$	500.00
73969	DEANNA STEINER	17U SOFTBALL LEAGUE REFUND	\$	25.00
73970	EMERGENCY AUTOMOTIVE TECHNOLOGIES	ADD ADDT'L LIGHTS TO RESERVE TRUCK	\$	650.00
73972	GAMETIME	PLAYGROUND EQUIPMENT	\$	6,214.79
73973	GLENNA STETHEM	17U SOFTBALL LEAGUE REFUND	\$	28.32
73974	HEIDI SHELDON	FACE PAITING FOR TOWER DAYS	\$	320.00
73975	JANINE HANSON	17U SOFTBALL LEAGUE REFUND	\$	25.00
73976	JAZMIN DANIELSON	17U SOFTBALL LEAGUE REFUND	\$	28.32
73977	JENNIFER GARRIDO SANTOS	17U SOFTBALL LEAGUE REFUND	\$	25.00
73978	JIMMY RODRIQUEZ / FREE & EASY	FREE & EASY TOWER DAYS PERFORMANCE	\$	2,700.00
73979	JONAH AND THE WHALES, LLC	TOWER DAYS PERFORMANCE	\$	3,600.00
73980	JOSH HOLM	17U SOFTBALL LEAGUE REFUND	\$	28.32
73981	KATIE LONG	17U SOFTBALL LEAGUE REFUND	\$	11.68
73982	KYLENE KNOBLAUCH	YOUTH SOFTBALL UMPIRE CONTRACTOR	\$	100.00
73983	LORI DOKKEN	TOWER DAYS PERFORMANCE	\$	2,500.00
73984	LORI ENDERLE	17U SOFTBALL LEAGUE REFUND	\$	25.00
73985	LUMBERJACK ENTERPRISES	TOWER DAYS ENTERTAINMENT	\$	4,000.00
73986	MADELINE ISALND FERRY	LAKE SUPERIOR LOOP	\$	1,075.00
73987	MANSFIELD OIL COMPANY	UNLEADED & DIESEL FUEL	\$	2,802.00
73988	MARCO	COPIER	\$	822.32
73989	MCFOA REGION I	ATHENIAN DIALOGUE 08.18.23-W. BROWN	\$	40.00
73990	MENARDS-CAPITAL ONE TRADE CREDIT	CC PMNT	\$	103.46
73991	MIKE MCPHILLIPS INC	STREET SWEEPING	\$	9,090.00
73992	MINNESOTA COACHES, INC	MASONIC HERITAGE CENTER TRANSPORTATIOI	\$	667.08
73993	MINNESOTA SODDING COMPANY, LLC	TERRACE EAST & WEST SURVEY OF 2 FIELDS	\$	18,947.22
73994	MN HISTORICAL SOCIETY	SPLIT ROCK LIGHTHOUSE TOUR	\$	300.00
73995	MSMA	CAR SHOW FOR TOWER DAYS	\$	500.00
73996	ODP BUISNESS SOLUTIONS, LLC	SUPPLIES	\$	72.18
73997	ON SITE SANITATION INC	STD CONSTRUCTION RESTROOMS	\$	38.57
73998	REJEANNA HILL	17U SOFTBALL LEAGUE REFUND	\$	10.84
73999	RES SPECIALTY PYROTECHNICS	TOWER DAYS FIREWORKS	\$	4,750.00
74000	JIM RYGWALL	GOOD TIMIN' PERFORMANCE FOR TOWER DAY	\$	150.00

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

Date: May 2023
 Page: 5
 Claim Res. #23-09

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>		<u>AMOUNT</u>
74001	SCOTT LUNDGREN	17U SOFTBALL LEAGUE REFUND	\$	25.00
74002	SLPHS MUSIC	MUSIC IN THE PARK PERFORMANCE 05.30.23	\$	300.00
74003	STREICHER'S	UNIFORM ALLOWANCE--LOHSE-JOHNSON	\$	2,775.00
74004	TADPOLE PARADE	GOOD NEIGHBOR TOWER DAYS PERFORMANCI	\$	200.00
74005	TERESA LOPEZ	17U SOFTBALL LEAGUE REFUND	\$	28.32
74006	TURFCO MFG, INC	PULLEY, VARIATOR	\$	84.30
74007	TWIN CITY HARDWARE	REMAINDER OF 2023 ACT365 SUBSCRIPTION	\$	105.00
74008	WILLEM HARTONG	THE JOLLY POPS PERFORMANCE FOR TOWER D	\$	700.00
74009	TOMMY WOOG	WATER WARS FOR TOWER DAYS	\$	595.00
74010	LISA WOOG	WATER WARS FOR TOWER DAYS	\$	500.00
74011	XCEL ENERGY	MONTHLY UTILITIIES	\$	576.12
74012	AMERITAS	PAYROLL	\$	37.42
74013	CENTRAL PENSION FUND	PAYROLL	\$	1,040.04
74014	DEARBORN LIFE INSURANCE COMPANY	PAYROLL	\$	146.51
74015	DELTA DENTAL	PAYROLL	\$	1,047.19
74016	L.E.L.S.	PAYROLL	\$	337.50
74017	LOCAL 49	PAYROLL	\$	105.00
74018	MINNESOTA CHILD SUPPORT PMNT CENTER	PAYROLL	\$	235.50
74019	NCPERS GROUP LIFE INS	PAYROLL	\$	16.00
74020	PREFERRED ONE INSURANCE COMPANY	PAYROLL	\$	13,627.80
TOTAL DISBURSEMENTS			\$	<u>427,066.48</u>

WHEREAS,

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

WHEREAS,

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

are proper.

NOW, THEREFORE BE IT RESOLVED:

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

Signed: _____
Mayor

Councilmembers:

ATTEST:

Daniel Buchholtz, Admin/Clerk-Treasurer

RESOLUTION NO. 2023-25

RESOLUTION AUTHORIZING 2022 YEAR-END FUND TRANSFERS AND BUDGET ADJUSTMENT

WHEREAS, the preliminary unaudited financial statements for year ended December 31, 2022 indicate that the City experienced a surplus in the general fund; and

WHEREAS, surplus funds from general operations would typically remain in the general fund as cash carried forward, increasing the general fund’s operating reserves unless otherwise designated by the City Council; and

WHEREAS, the remaining fund balance in the General Fund will exceed the City’s fund balance policy of maintaining between 35%-50% of the budgeted expenditures in reserves.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Spring Lake Park that the Administrator, Clerk/Treasurer is hereby authorized to make the transfer specified below:

Fund 101 (General Fund)	(\$ 150,000)	
Fund 700 (Severance)		\$ 50,000.00
Fund 416 (Building Maintenance and Renewal)		\$ 75,000.00
Fund 251 (Forestry)		\$ 25,00000

BE IT FURTHER RESOLVED that the effective date of the transfer is December 31, 2022.

BE IT FURTHER RESOLVED that the following General Fund budget amendment for 2022 is hereby adopted:

	Original Budget	Amended Budget
101-49000-7000 Permanent Transfers Out	\$155,000	\$305,000

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: None

Whereon the Mayor declared said Resolution duly passed and adopted the 20th day of June 2023.

APPROVED BY:

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator

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

I, Daniel R. Buchholtz, duly appointed and qualified City Clerk in and for the City of Spring Lake Park, Anoka and Ramsey Counties, Minnesota, do hereby Certify that the foregoing is a true and correct copy of Resolution No. 22-20, A Resolution Repealing Resolution No. 22-12 and Authorizing 2021 Year End Fund Transfers and Budget Adjustment, adopted by the Spring Lake Park City Council at their regular meeting on the 16th day of May, 2022.

(SEAL)

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

Dated: _____

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

Contractor's Licenses

June 20, 2023

Blacktopping Contractor

Earth Wizards, Inc.

Concrete Contractor

ACI Asphalt Concrete, LLC.

General Contractor

SNE Construction, Inc.

Mechanical Contractor

Action Heating and Air

Air Comfort Heating & Air, Inc.

Liberty Comfort Systems

Plumbing Contractor

All Ways Drains, Ltd.

First Choice Plumbing & Heating, LLC.

Freedom Mechanical, LLP.

Hero PHC

Liberty Comfort Heating & Air, Inc.

Roofing Contractor

Apple Construction, LLC.

Sign Contractor

Electro Sign



Police Report

May 2023

Submitted for Council Meeting: June 20, 2023

The Spring Lake Park Police Department responded to eight hundred fifty-three calls for service for the month of May 2023. This is compared to responding to eight hundred thirty-four calls for service in May 2022.

Officer Imig, our School Resource Officer reports handling seventeen calls for service at our local schools for the month of May 2023, along with conducting twenty-eight student contacts, nineteen escorts and nice follow up investigation into school related incidents. Officer Imig reported he had several staff meetings as well as assisted the OEC program. For further details, see Officer Imig's attached report.

Investigator Bennek reports handling twenty-nine cases for the month of May 2023. Twenty-eight of these cases were felony in nature and one case was misdemeanor in nature. Investigator Bennek also continues to monitor five forfeiture cases along with his monthly case load. Investigator Bennek reported attending the National Auto Theft Investigators Training and the BCA Financial Crimes conference. For further details, see Investigator Bennek's attached report.

The Spring Lake Park Police Department Administrative Office Staff continue to stay busy with their daily duties along with assisting me with various tasks throughout the month of May 2023.

The month of May 2023 was a busy month for myself. Along with the day to day operations of the police department I attended several meetings including the below meetings.

- Department Head meeting
- TLC Toys meeting. (They provide toys for us to hand out to kids on calls.)
- Council Workshop
- Anoka County Chiefs meeting
- North Metro Mobile Field Force Committee meeting
- HyVee two-year Anniversary Celebration
- Records Management System Committee meeting
- Siren relocation meeting

This will conclude my report for the month of May 2023.



May 2023 School Resource Officer Report

Incidents by School Location	Reports (ICRs)	Student Contacts*	Escorts/Other	Follow Up Inv.
Spring Lake Park High School	11	28	19	9
Discovery Days (pre-school)				
Lighthouse School	2			
Park Terrace Elementary School				
District Office				
Able and Terrace Parks (School Related)				
School Related	4			
Miscellaneous Locations				
Totals:	17	28	19	9

*refers to consultations with students not requiring a police report

Breakdown of Reports (ICRs)	
Theft reports (cellphones, iPods, bikes, etc...)	
Students charged with Assault or Disorderly Conduct	5
Students charged with other crimes	
Non-students Charged	
Warrant Arrests	1
Miscellaneous reports	11

Submitted by: SRO Imig



Spring Lake Park Police Department

Investigator

Tony Bennek

Monthly Report

May 2023

Total Case Load

Case Load by Level of Offense: 29

Felony	28
Gross Misdemeanor	0
Misdemeanor	1

Case Dispositions:

County Attorney	26
Juvenile County Attorney	0
City Attorney	3
Forward to Other Agency	0
SLP Liaison	0
Carried Over	0
Unfounded	0
Exceptionally Cleared	0
Closed/Inactive	0

Forfeitures:

Active Forfeitures	5
Forfeitures Closed	1

Parks and Recreation Department

May 2023 Report

Recreation Programs offered during May

Adult Pickleball Ladder Leagues - Summer (Ages 18+)
Bird Hike
Bird Hike
Dungeons & Dragons: Learn to Play (Ages 10 & up)
Free Fishing Clinic
Grandparent and Me - Spring Fever
Intro to Pickleball Clinic (Ages 18+)
Jeff Sandino Cooking - The Art of Sushi
Knitting & Crocheting Classes - Beginning Crocheting
Knitting & Crocheting Classes - Beginning Knitting
Mixed Media - Tropical Resin Art
Mosaic Birdbath
Pickleball for Teens Clinic (Ages 10-16)
RevSports Soccer - Spring Session II (Ages 3-9)
Social Media Classes - Ease Intro Social Media
Social Media Classes - Grow Your Business with Instagram
Social Media Classes - How to use Uber for Transportation
Social Media Classes - Parents Guide to TikTok
Social Media Classes - Podcast for Beginners
Spring Fishing Lake Mille Lacs
The Defeat of Jesse James at History Theatre
Yoga - May Session (Ages 18+)
Youth Co-Rec Softball - 07U LEAGUE
Youth Co-Rec Softball - 10U LEAGUE
Youth Co-Rec Softball - 13U LEAGUE
Youth Co-Rec Softball - 17U LEAGUE
Zumba - Session I (Ages 18+)

Parks

- Able Park Building reconstruction project.
 - Open house held on June 14. Playground Programs begin on June 19.
 - Public Works planted shrubs in front of building, black dirt and grass seeded around the building.

Parks and Recreation Monthly Report

- Rental Reservations Form for rentals located at <https://slprec.org/parksrec/page/facility-use-permit-application>
- Adopt-a-flower Garden- Lakeside Park – Sierra Steiner, Able Park – Sandy Tykeson, Terrace Park – Scouts, Sanburnol Park – Nancy Lee Litt and Garden Club
- Adopt-a-drain Program-register at www.slprec.org

Tower Days - June 8-11, 2023

- Thursday events: parade, 3k fun run, city wide garage sale
- Friday events: Hayride, Puzzlepalooza, Senior 500 Card Tournament
- Saturday events: SLP Lions bingo at the park, concessions, Lori Dokken and friends, Jonah and the Whales, fireworks
- Sunday events: SLP Lions Bingo, Lumberjack Show, Craft and Business Fair, Carnival games, Kiddie train ride, food trucks, face painter, balloon artists, jugglers, music by Good Timin' and Free & Easy
- The Committee's Recap meeting held on Tuesday, June 20 at 6:30pm in City Hall.
- Events posted on www.slprec.org website. ABC Life news insert published June 2

Parks & Recreation Commission

- The Commission next meeting will be in September, Commission voted to not meet on July 4 and August 1 (Nite to Unite) but reserves the right to meet if needed.
- Commission approved of a Little Library at Able Park which will be donated and maintained by Spring Lake Park Girl Scout Troop 18473
- Commissioners scheduled volunteer hours at Tower Days to run the carnival table top games.

Department Activity

- Director Okey attended the following meetings and events during the month:
 - City Council session
 - Department Head meeting
 - Construction meetings on Able Park Building
 - Park and Recreation Commission monthly meeting
 - Tower Days Planning Meeting

Upcoming Activities

Name

[Dungeons & Dragons: Learn to Play \(Ages 10 & up\)](#)

[RevSports Soccer - Summer Session II \(Ages 3-9\)](#)

[RevSports Ninja Warrior Fitness-Summer Session II \(Ages 3-9\)](#)

[Lake Minnetonka Luncheon Boat Cruise](#)

[Zumba - Session III \(Ages 18+\)](#)

[Pickleball for Beginners \(Ages 18+\)](#)

[MN Wind Chill Ultimate Frisbee Camp \(Ages 8-13\)](#)

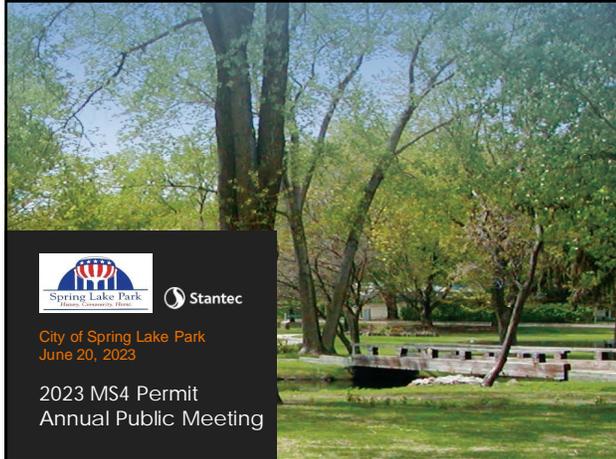
[Able Park Reservation](#)

[Yoga - July Session \(Ages 18+\)](#)

[QC Dance - One Day Dance Camp Offerings](#)



Property Overview -
Lakeside Lions Park,



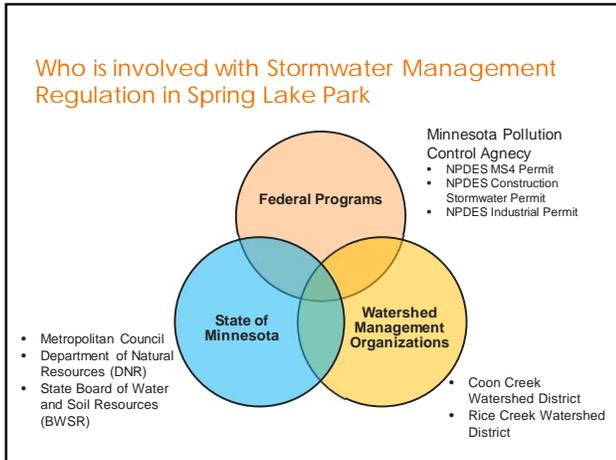
1

What is an MS4?

Municipal Separate Storm Sewer System (MS4)

- Owned by a State, City, Village, or Other Public Entity that discharges to Waters of the U.S.
- Designed or used to collect or convey stormwater
- Not a combined sewer system
- Not part of a Publicly Owned Treatment Works (sewage treatment plant)

2



3



4

- ### Basic Components of the MS4 Permit
- 6 Minimum Control Measures**
- Public Education and Outreach
 - Public Participation and Involvement
 - Illicit Discharge Detection and Elimination
 - Construction Site Stormwater Runoff Control
 - Post-Construction Stormwater Management
 - Pollution Prevention/Good Housekeeping

5



6

How Does Spring Lake Park Comply with the MS4 Permit

- Partnerships with Watersheds
- City Ordinance and LWMP Requirements
- Implement Enforcement Response Procedures
- Storm Sewer System Map
- Stormwater Related Brochures and Articles
- MS4 Permit Annual Public Meeting
- Inspections (Illicit discharge, Construction, and MS4 System)
- Provide a Plan Review Checklist
- Street Sweeping
- Staff Training
- Facilities Inventory Assessment
- Pond Assessment
- MS4 Annual Reports (2022 and 2023 reports will be submitted next year)
- Participate in Audits (MPCA cancelled audit in spring 2023 due to staffing shortages)

7

Permit Updates

- New General Permit was issued November 16, 2020
- City submitted application April 14, 2021
- City submitted updated application May 26, 2021
- Permit coverage extended on October 28, 2021
- Incorporated new requirements by October 28,2022



8

Questions?



**PLEASE DON'T POLLUTE
DRAINS TO
MISSISSIPPI RIVER**

9

**CITY OF SPRING LAKE PARK
NOTICE OF PUBLIC MEETING**

NOTICE IS HEREBY GIVEN that the City of Spring Lake Park is conducting a public meeting at 7:00 p.m. on Tuesday, June 20, 2023 in the City Council Chambers, 1301 81st Avenue NE. This meeting will be conducted as part of a regularly scheduled Council meeting. The purpose of the meeting is to allow interested citizens an opportunity to comment on the city's Storm Water Pollution Prevention Program (SWPPP).

Information will be presented including background information on the permit requirements and the MS4 Annual Report for 2022. Time will be available during the meeting for oral statements from the public. Copies of the SWPPP are available for viewing at City Hall. The SWPPP is also posted on the city's website – www.slpmn.org. Written comments may be submitted by mailing them to Daniel Buchholtz, Administrator, Clerk/Treasurer, 1301 81st Avenue NE, Spring Lake Park, MN 55432 or by e-mail at dbuchholtz@slpmn.org.

Daniel R. Buchholtz
Administrator, Clerk/Treasurer

NOTICE OF PUBLIC HEARING
INTERIM ORDINANCE PROHIBITING THE SALE, TESTING, MANUFACTURING,
CULTIVATING, GROWING, TRANSPORTING, DELIVERY, AND DISTRIBUTION OF
CANNABIS PRODUCTS IN THE CITY OF SPRING LAKE PARK

Notice is hereby given that a public hearing will be held by the Spring Lake Park City Council on June 20, 2023 at 7:00pm, or as soon thereafter as practical, at the Spring Lake Park City Hall, 1301 81st Avenue NE, for consideration of an interim ordinance establishing a moratorium prohibiting the sale, testing, manufacturing, cultivating, growing, transporting, delivery and distribution of cannabis products within the City of Spring Lake Park.

A copy of the proposed ordinance is available for inspection on the City's website (www.slpmn.org/ordinances) or at Spring Lake Park City Hall during regular business hours.



Daniel R. Buchholtz
Administrator, Clerk/Treasurer



Memorandum

To: Mayor Nelson and Members of the City Council
From: Daniel R. Buchholtz, MMC, Administrator, Clerk/Treasurer
Date: June 2, 2023
Subject: Cannabis Moratorium

Based on the direction given at the May 8, 2023 work session, staff has drafted a cannabis moratorium.

The proposed interim ordinance utilizes powers under existing law to prohibit the sale, testing, manufacturing, cultivating, growing, transporting, delivery and distribution of cannabis products within the City for a period of 12 months. In addition, the proposed ordinance allows the City to utilize the additional time in 2023 Session Law Ch. 63 to adopt an interim ordinance regulating, restricting or prohibiting the operation of cannabis businesses until January 1, 2025.

The interim ordinance will allow the City time to review the 2023 Session Law, determine appropriate changes, if any, the Council should make to the City Code, including any necessary zoning changes, and allow for the Office of Cannabis Management to rule make and adopt its model ordinances which will aid the City Council in its process of considering restrictions on the operation of cannabis businesses.

City Attorney Thames has reviewed the proposed interim ordinance and his comments have been incorporated.

A public hearing has been scheduled for 7:00pm (or shortly thereafter) on June 20, 2023 to consider public comments on the proposed interim ordinance.

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

ORDINANCE NO. 487

AN INTERIM ORDINANCE PROHIBITING THE SALE, TESTING, MANUFACTURING, CULTIVATING, GROWING, TRANSPORTING, DELIVERY, AND DISTRIBUTION OF CANNABIS PRODUCTS IN THE CITY OF SPRING LAKE PARK

The Spring Lake Park City Council ordains as follows:

Section 1. Background

- A. In 2022, the Minnesota Legislature amended M.S. § 151.72 to permit the sale of edible and nonedible cannabinoid products that contain no more than 0.3% of Tetrahydrocannabinol, commonly known as THC.
- B. The 2023 Legislature approved 2023 Session Law Ch. 63 expanding both the legalization of types of THC and cannabis products and also the types of THC and cannabis businesses permitted.
- C. The final bill establishes a regulatory framework for adult-use cannabis, as well as the lower potency hemp edibles; moves the medical cannabis program under a newly created state agency called the Office of Cannabis Management; establishes taxes on regulated products; creates grants to assist individuals entering into the legal cannabis market; amend criminal penalties; provide for expungement and resentencing of certain convictions; provide for temporary regulation of hemp-derived edible cannabinoid products; reschedule marijuana and appropriates money.
- D. The state licensing agency will become effective on July 1, 2023 and will establish a model ordinance for cities, which the City of Spring Lake Park would benefit from reviewing and analyzing before making any decisions related to cannabis businesses and products in the city.
- E. The law specifies what distance restrictions cities can put in place under their zoning power. The City would benefit from having time to study and analyze acceptable time, place and manner restrictions that would be feasible for the City of Spring Lake Park.
- F. Pursuant to Minn. Stat. § 462.355, subd. 4, the City is authorized to enact by ordinance a moratorium to regulate, restrict or prohibit land uses within its jurisdiction to protect the public health, safety, and welfare. Specifically, the City is authorized to enact a moratorium ordinance to allow it to undertake a study to determine whether to adopt any regulations or restrictions, including siting and location of uses, related to the sales, testing, manufacturing, cultivating, growing, transporting, delivery and distribution of Cannabis Products.
- G. Pursuant to its general police powers, set forth in Minn. Stat. § 421.221, subd. 32, the City may enact and enforce regulations or restrictions on Cannabis Products within the City to protect the public safety, health, and welfare, including restrictions and a

moratorium on the sales, testing, manufacturing, cultivating, growing, transporting, delivery and distribution, during the pendency of a study to determine the need for police power regulations, including but not necessarily limited to any additional licensing and permitting that may be allowed, if any, by the State.

- H. 2023 Session Law Ch. 63 permits the City to adopt an interim ordinance regulating, restricting or prohibiting the operation of cannabis businesses until January 1, 2025 for the purpose of protecting the planning process and the health, safety and welfare of its citizens.
- I. Pursuant to 2023 Session Law Ch. 63, cities, as soon as the bill becomes effective, have authority to adopt an interim ordinance to prohibit a cannabis business from opening until January 1, 2025, to conduct studies or consider adopting or amending allowed restrictions on the operation of a cannabis business. Because the effective date of the bill is not until July 1, 2023, the City cannot take advantage of this authorization until on or after that date. Accordingly, any action by the City Council on an interim ordinance before that date should be pursuant to its statutory and Charter authority which allow moratoriums for up to one year. If the City needs more time to complete its study and analysis, the City Council can take additional action to extend the interim ordinance to January 1, 2025, if the final bill provides that authority, since the bill will be in effect by then.

Section 2. Findings

- A. The City Council finds there is a need to study (i) cannabis products, including products: using any part of the genus Cannabis plant; containing cannabis concentrate; infused with cannabinoids (including but not limited to tetrahydrocannabinol); extracted or derived from cannabis plants or cannabis flower; synthetically derived cannabinoids; and any lower potency hemp edibles that contain more than 0.3% of Tetrahydrocannabinol, (ii) cannabis businesses related thereto, and (iii) the impact of those businesses and products as related to allowed land uses and zoning, in order to assess the necessity for and efficacy of regulation and restrictions relating to the retail sales, wholesale sales, testing, growing, cultivating, manufacturing, transporting, delivery of or distribution of any of the products referenced herein, including through zoning ordinances or licensing, if allowed, in order to protect the public health, safety, and welfares of its residents.
- B. The study will allow the City Council to determine the appropriate changes, if any, that it should make to the Spring Lake Park City Code, including any necessary zoning changes.
- C. The time will allow for any state agency licensing cannabis businesses to rule make and adopt its model ordinances which will further aid the Council in studying and considering restrictions on the operation of a cannabis businesses and the use of the products listed in paragraph 1 above.
- D. The City Council, therefore, finds that there is a need to adopt a city-wide moratorium on the retail sale, wholesale sale, testing, growing, cultivating, manufacturing, transporting, delivery of, and distribution of Cannabis Products, including products: using any part of the genus Cannabis plant; containing cannabis concentrate; infused with cannabinoids

(including but not limited to tetrahydrocannabinol); extracted or derived from cannabis plants or cannabis flower; synthetically derived cannabinoids, or lower potency hemp edibles that contain more than 0.3% of Tetrahydrocannabinol, within the City while City staff studies the issue.

Section 3. Moratorium

- A. No individual, establishment, organization, or business may engage in the retail sale, wholesale sale, testing, growing, cultivating, manufacturing, transporting, delivery of or distribution of Cannabis Products, including products using any part of the plant of the genus Cannabis plant; containing cannabis concentrate; infused with cannabinoids (including but not limited to tetrahydrocannabinol); extracted or derived from cannabis plants or cannabis flower; synthetically derived cannabinoids, or lower potency hemp edibles that contain more than 0.3% of Tetrahydrocannabinol, for twelve (12) months from the effective date of this ordinance.
- B. Planning or zoning applications related to any of the products listed in Subsection A of Section 3 herein or applications from individuals, establishments, organizations, or businesses involved in the proposed sale, testing, growing, cultivating, manufacturing, transporting, delivery of or distribution of Cannabis Products within the City of Spring Lake Park shall not be accepted or considered for twelve (12) months from the effective date of this ordinance.
- C. Should, at the end of the year, Council deems it necessary to continue to study the need for local regulation regarding the retail sale, wholesale sale, testing, growing, cultivating, manufacturing, transporting, delivery or distribution of Cannabis Products listed in Section 3(A), Council shall extend this Moratorium by adoption of an interim ordinance pursuant to the 2023 Session Law Ch. 63.
- D. This moratorium does not apply to the selling, testing, manufacturing, or distributing of Cannabis Products related to the Medical Cannabis Program as administered by the Minnesota Department of Health, provided that such activity is done in accordance with the regulations and laws of Minnesota regarding Medical Cannabis.
- E. This moratorium does not apply to the continued sale of THC Products allowed under the 2022 Legislation, which includes edible and nonedible cannabinoid products that contain no more than 0.3% of Tetrahydrocannabinol, by retailers in existence before July 1, 2023.

Section 4. Study

The City Council directs City staff to study the need for local regulation regarding the retail sale, wholesale sale, testing, growing, cultivating, manufacturing, transporting, delivery or distribution of Cannabis Products listed in Section 3(A) herein within the City of Spring Lake Park. Staff must also study the need for creating or amending zoning ordinances, licensing ordinances, as allowed by the state, or any other ordinances, as allowed and not preempted by the state, to protect the citizens of Spring Lake Park from any potential negative impacts. Upon completion of the study, the City Council, together with such commission as the City Council deems

appropriate or, as may be required by law, will consider the advisability of adopting new ordinances or amending its current ordinances.

Section 5. Enforcement

The City may enforce this Ordinance by mandamus, injunctive relief, or other appropriate civil remedy in any court of competent jurisdiction. The City Council hereby authorizes the Administrator, Clerk/Treasurer, in consultation with the City Attorney, to initiate any legal action deemed necessary to secure compliance with this Ordinance. A violation of this Ordinance is also subject to the City’s general penalty in SLPC 1.04.200.

Section 6. Term

Unless earlier rescinded by the City Council, the moratorium established under this Ordinance shall remain in effect until twelve (12) months from its effective date, at which point, it will either automatically expire or be extended pursuant to other statutory authority until January 1, 2025. The City Council hereby elects that all legally compliant portions of this Ordinance be extended for the maximum duration permitted by law, unless rescinded earlier by separate action of the City Council.

Section 7. Effective date

This ordinance shall have full force and effect upon its passage and publication.

Passed by the Council of the City of Spring Lake Park, Anoka County, Minnesota, this 20th day of June, 2023.

APPROVED BY:

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator

RESOLUTION NO. 2023-24

RESOLUTION AUTHORIZING PARTICIPATION IN THE PERFORMANCE MEASUREMENT PROGRAM

WHEREAS, in 2010, the Minnesota Legislature created the Council on Local Results and Innovation; and

WHEREAS, the Council on Local Results and Innovation developed a standard set of performance measures that will aid residents, taxpayers, and state and local elected officials in determining the efficacy of cities in providing services and measure residents' opinion of those services; and

WHEREAS, benefits to the City are outlined in M.S. § 6.91 and include eligibility for a reimbursement as set by State Statute; and

WHEREAS, any City participating in the comprehensive performance measurement program is also exempt from levy limits for taxes, if levy limits are in effect; and

WHEREAS, the City Council has adopted and implemented at least 10 of the performance measures, as developed by the Council on Local Results and Innovation, and a system to use this information to help plan, budget, manage and evaluate programs and processes for optimal future outcomes.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Spring Lake Park that the City Council does hereby authorize participation in the Performance Measurement Program and the City will report the results of the performance measures to its citizenry by the end of the year through publication, direct mailing, posting on the city's website or through a public hearing at which the budget and levy will be discussed and public input allowed.

BE IT FURTHER RESOLVED that the City Council will submit to the Office of the State Auditor the actual results of the performance measures adopted by the City.

The foregoing resolution was moved for adoption by .

Upon roll call, the following voted aye:

And the following voted nay:

Whereupon the Mayor declared said resolution duly passed and adopted this 20th day of June, 2023.

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, Administrator



2022

PERFORMANCE MEASURES ANNUAL REPORT



Spring Lake Park City Council

Robert Nelson, Mayor

Ken Wendling

Barbara Goodboe-Bisschoff

Lisa Dircks

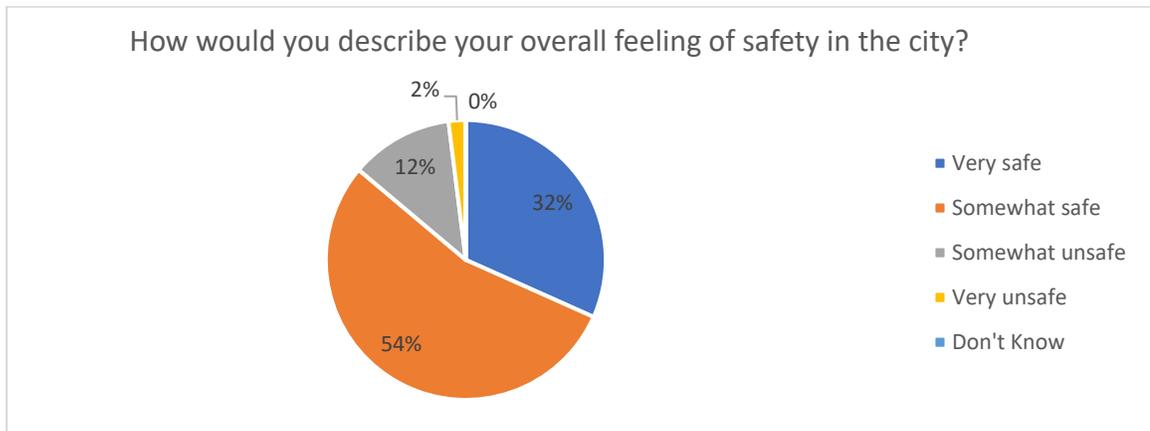
April Moran

Table of Contents

- Community Safety and Security..... 2
- Public Service Delivery 4
- General Government Infrastructure Condition 6
- Public Utility Infrastructure..... 7
- Quality of Life..... 8
- Public Communication/Community Involvement 9
- Demographics 11

Community Safety and Security

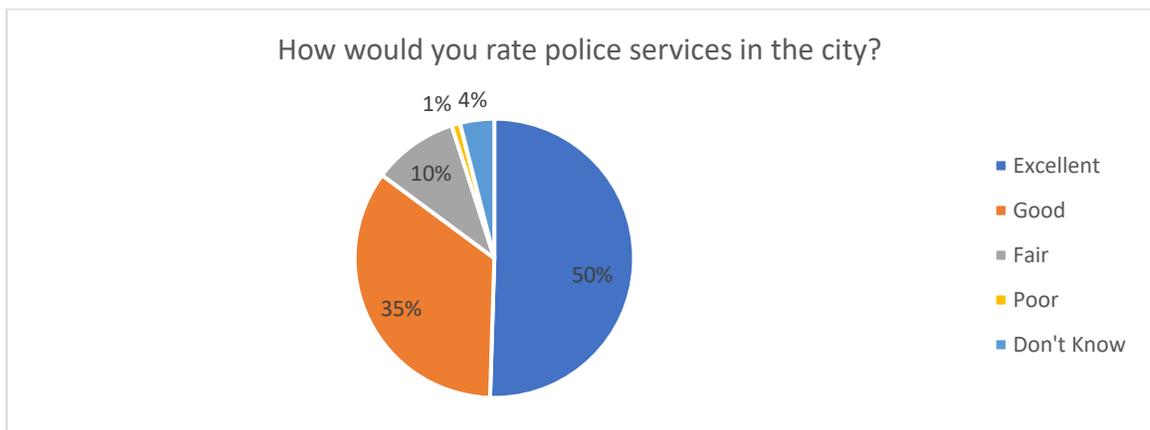
1. Safety in the Community (Citizen Rating)¹



2. Police Response Time²

	2020	2021	2022
High Priority Calls	3:27	3:30	3:20
Low Priority Calls	5:00	4:28	4:31

3. Police Protection (Citizen Rating)³



¹ City of Spring Lake Park 2023 Citizen Survey. The City received 101 responses from a period covering March 21, 2023 to May 1, 2023.

² Figures provided by the Anoka County Public Safety Data System

³ City of Spring Lake Park 2023 Citizen Survey.

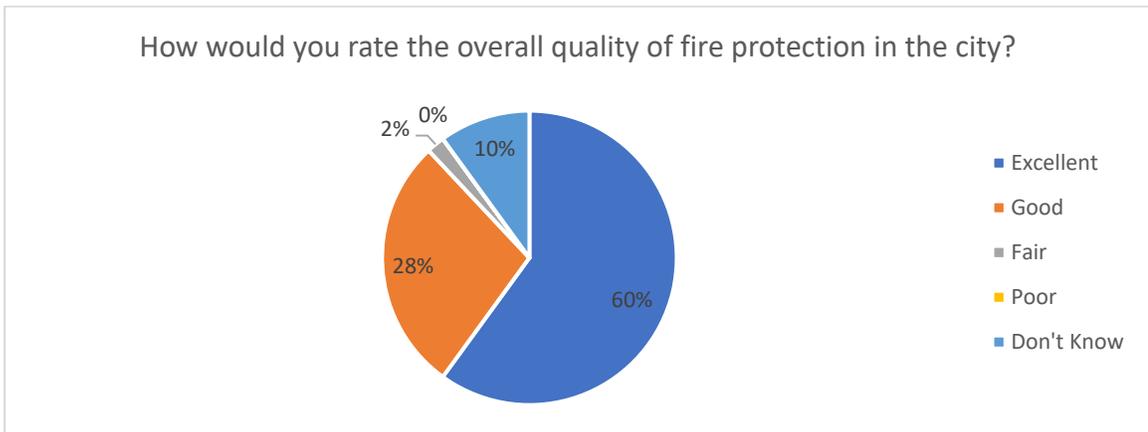
4. Crime Rate⁴

	2020	2021	2022
Group A Crimes ⁵	499	617	496
Group B Crimes ⁶	91	98	111
Non-Reportable ⁷	5367	5527	6066

5. Fire Response Time⁸

	2020	2021	2022
Staffed	5:26	5:12	5:13
Volunteer	7:45	6:20	5:56

6. Fire Protection (Citizen Rating)⁹



⁴ Crime rate statistics provided by the Spring Lake Park Police Department

⁵ Group A offenses include arson, assaults, bribery, counterfeiting, destruction of property, drug offenses, gambling offenses, homicide, human trafficking, kidnapping, motor vehicle theft, robbery, sex offenses, weapons charges.

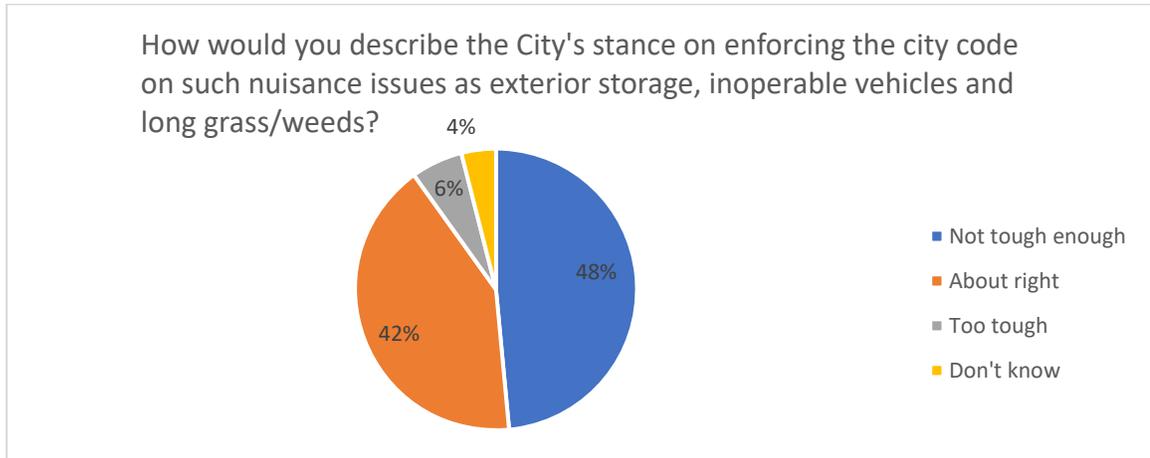
⁶ Group B offenses include bad checks, curfew/loitering/vandalism, disorderly conduct, driving while intoxicated, non-violent family offenses, trespassing and liquor law violations

⁷ All other calls not reportable under the Department of Justice’s National Incident-Based Reporting System

⁸ Figures provided by Spring Lake Park – Blaine - Mounds View Fire Department

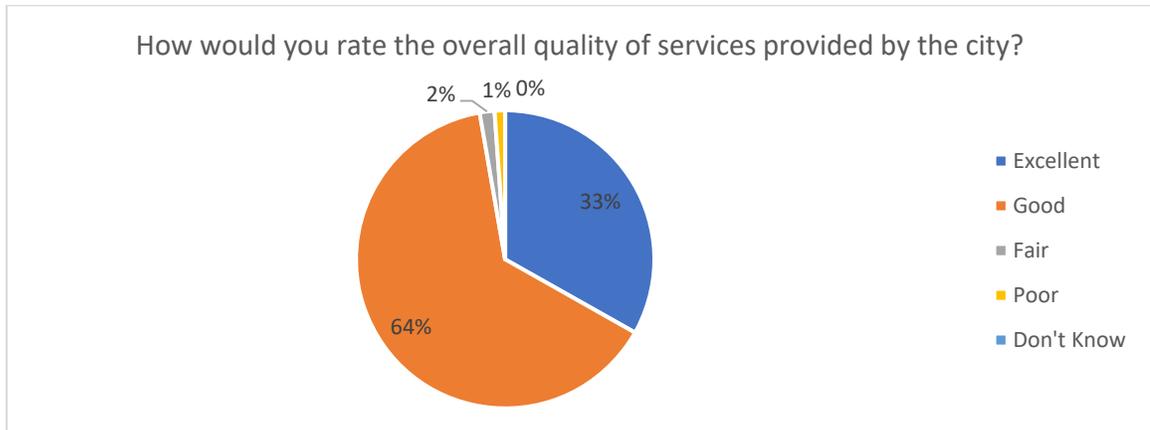
⁹ City of Spring Lake Park 2023 Citizen Survey.

7. City's Stance on Code Enforcement of Nuisance Issues (Citizen Rating)¹⁰



Public Service Delivery

8. City Services (Citizen Rating)¹¹



9. Accuracy of post election audit

2018	2020	2022
Not selected for audit	Not selected for audit	Not selected for audit

10. Creditworthiness

	2020	2021	2022
Bond Rating ¹²	AA	AA	AA
Long Term Debt ¹³	\$3,758,700	\$2,675,679	\$1,634,468

¹⁰ City of Spring Lake Park 2023 Citizen Survey.

¹¹ City of Spring Lake Park 2023 Citizen Survey.

¹² Bond rating issued by Standard and Poor's. The rating scale ranges from AAA (highest credit quality) to D (in default). The City's bond rating is two steps below AAA.

¹³ Data obtained from the City of Spring Lake Park's Audited Financial Statements.

11. Financial Management¹⁴

	2020	2021	2022
Unmodified audit on financial statements	✓	✓	✓

12. Financial Condition¹⁵

	2020	2021	2022
Property Tax Levy	\$3,553,246	\$3,631,417	\$3,777,244
Total Net Position ¹⁶	\$24,559,835	\$24,942,747	\$24,116,061
Percent of General Fund Balance to Expenditures	59.7%	58.6%	60.0%

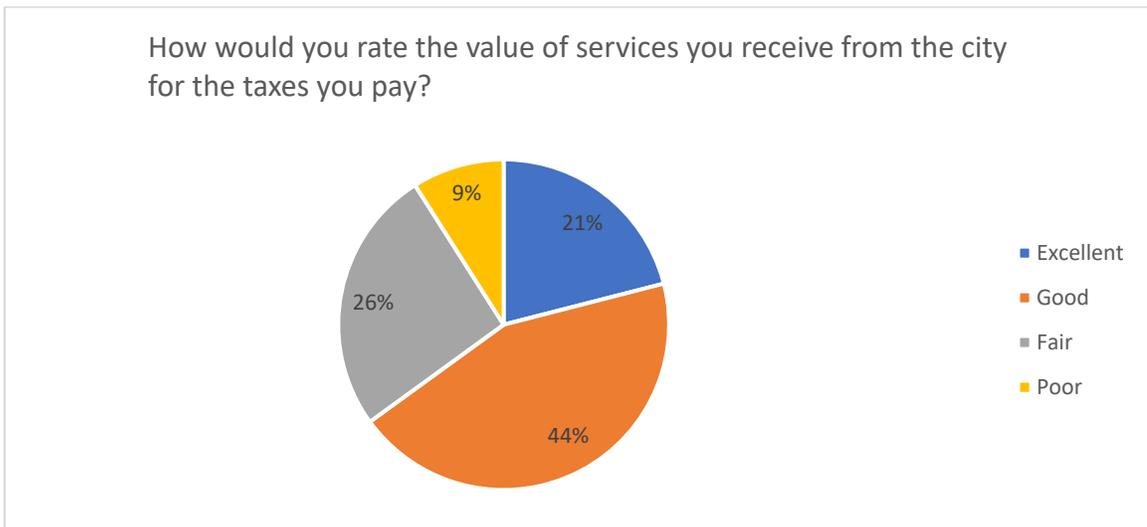
13. Property Values¹⁷

	2020	2021	2022
Taxable Market Value	\$682,092,700	\$701,908,000	\$852,063,500
% Change in Market Value	N/A	2.90%	21.39%

14. Tax Rate¹⁸

	Pay 2021	Pay 2022	Pay 2023
City Tax Rate	44.810%	47.110%	37.285%

15. Value of City Services in Comparison of Taxes Paid (Citizen Rating)¹⁹



¹⁴ Data obtained from the City of Spring Lake Park's Audited Financial Statements.

¹⁵ All figures come from the City of Spring Lake Park's Audited Financial Statements.

¹⁶ Total net position includes cash and assets, minus depreciation, held by the City.

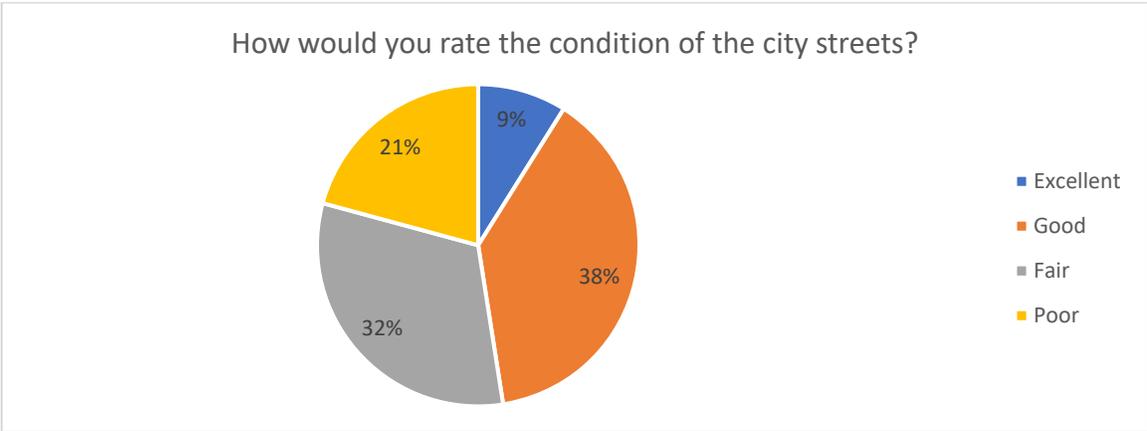
¹⁷ Figures provided by Anoka County and Ramsey County.

¹⁸ Tax rates provided by Anoka County, which serves as the City's home auditor.

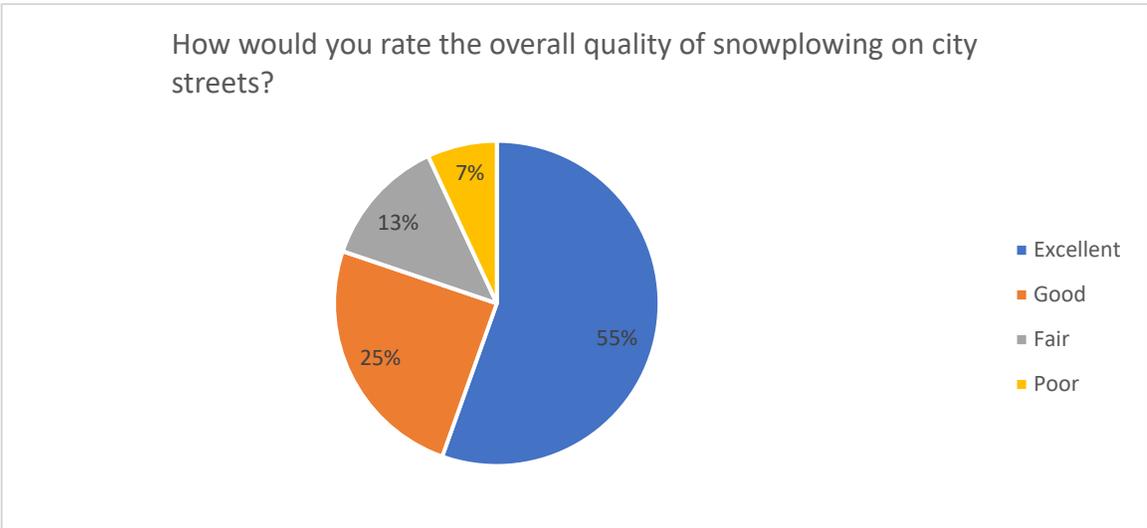
¹⁹ City of Spring Lake Park 2023 Citizen Survey.

General Government Infrastructure Condition

16. City Roads (Citizen Rating)²⁰



17. Snowplowing (Citizen Rating)²¹

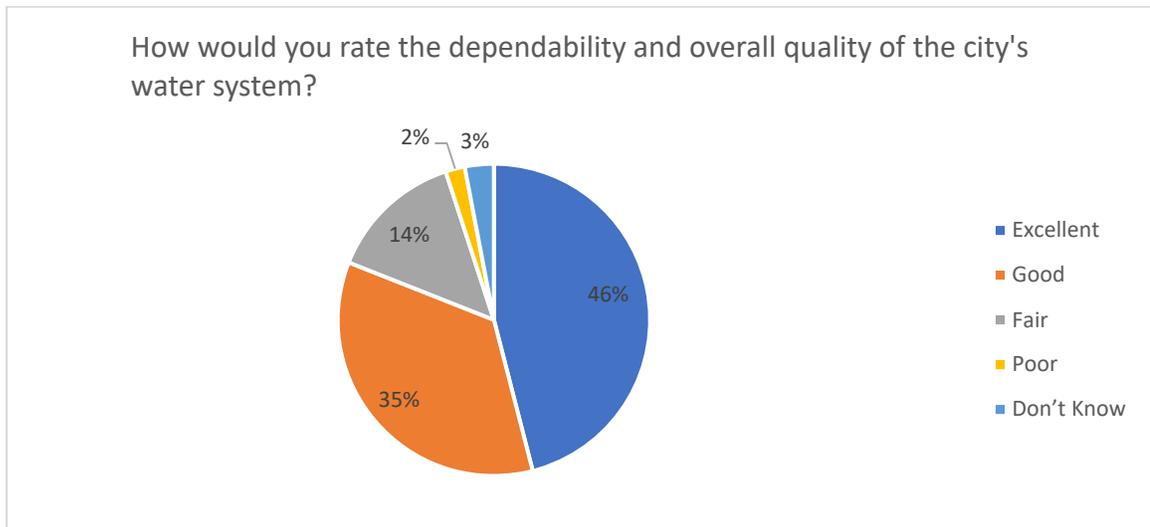


²⁰ City of Spring Lake Park 2023 Citizen Survey.

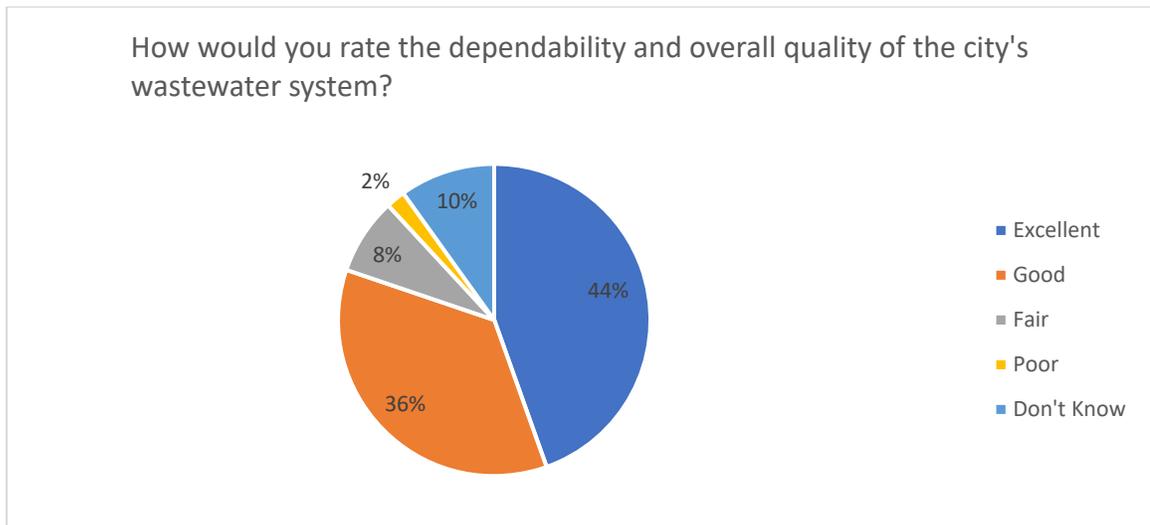
²¹ City of Spring Lake Park 2023 Citizen Survey.

Public Utility Infrastructure

18. Water quality (Citizen Rating)²²



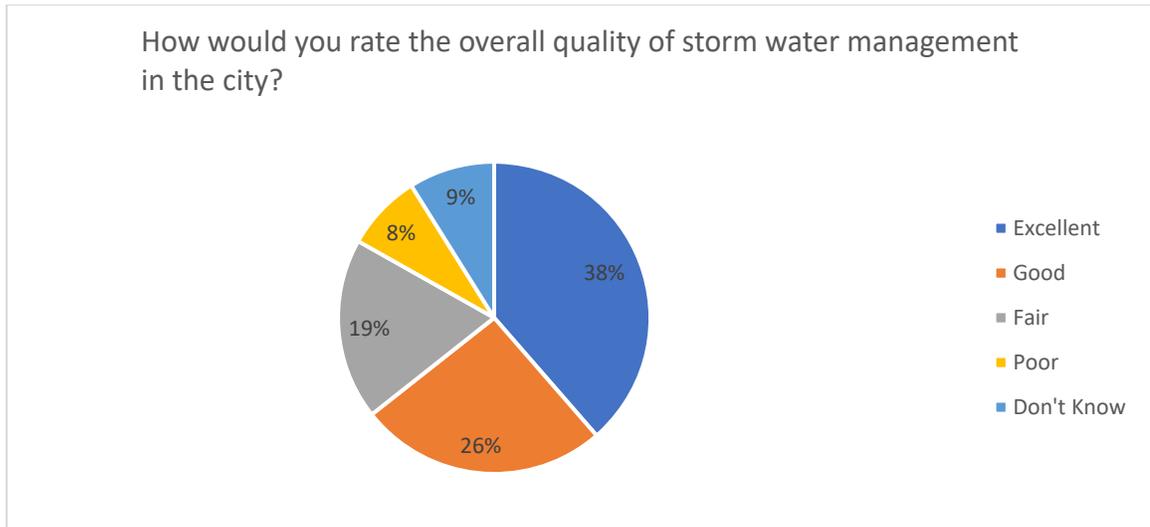
19. Sanitary Sewer (Citizen Rating)²³



²² City of Spring Lake Park 2023 Citizen Survey.

²³ City of Spring Lake Park 2023 Citizen Survey.

20. Stormwater Management (Citizen Rating)²⁴

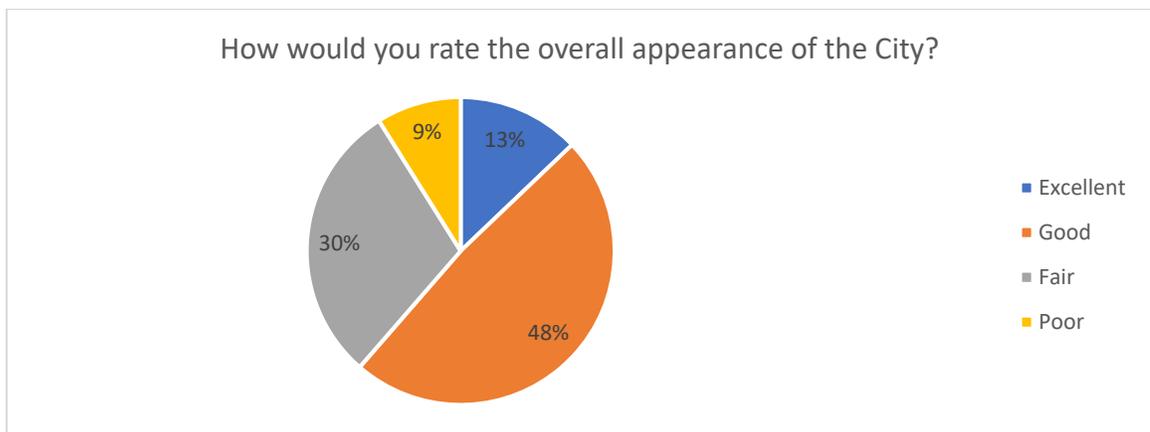


Quality of Life

21. Development Activity²⁵

	2020	2021	2022
Permits Issued	20	17	15
Fees Collected	\$104,774	\$138,470	\$122,303
Valuation of Work	\$3,356,464	\$4,698,321	\$2,704,696

22. City Appearance (Citizen Rating)²⁶

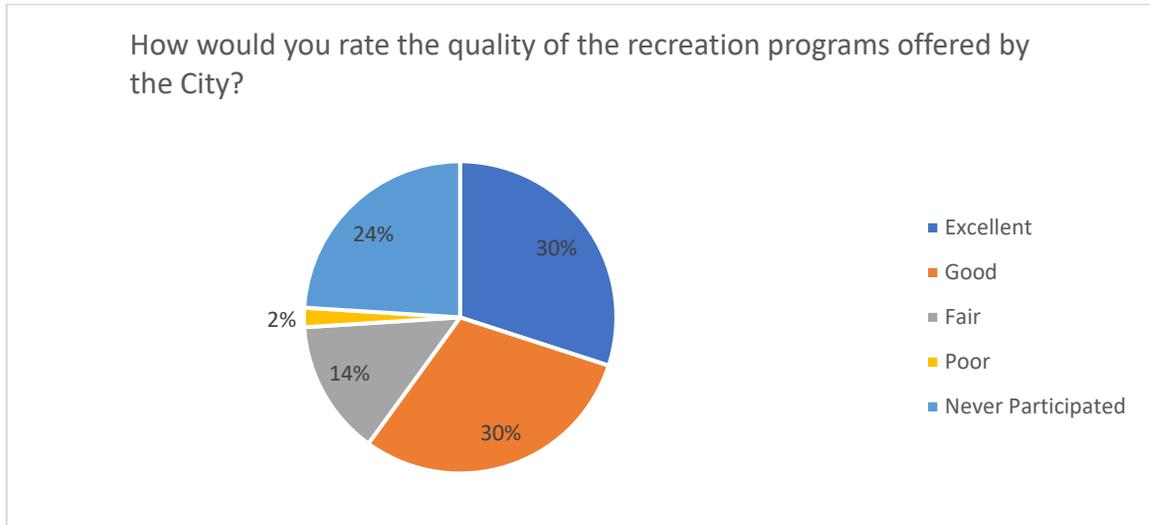


²⁴ City of Spring Lake Park 2023 Citizen Survey.

²⁵ Data obtained from the Municipal Fee and Expense Report, Department of Labor and Industry

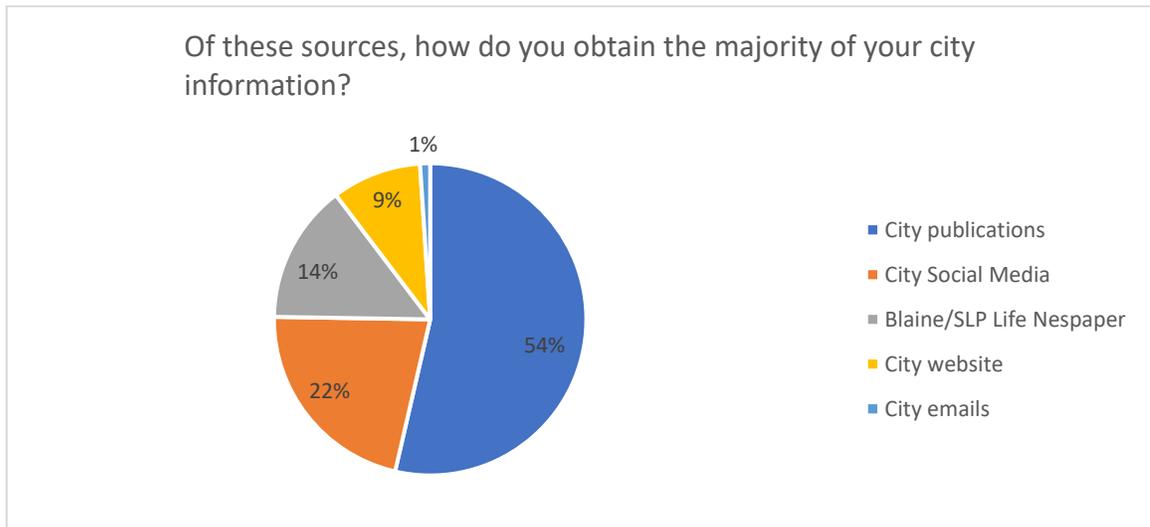
²⁶ City of Spring Lake Park 2023 Citizen Survey.

23. Quality of Recreation Programs Offered by the City (Citizen Rating)²⁷



Public Communication/Community Involvement

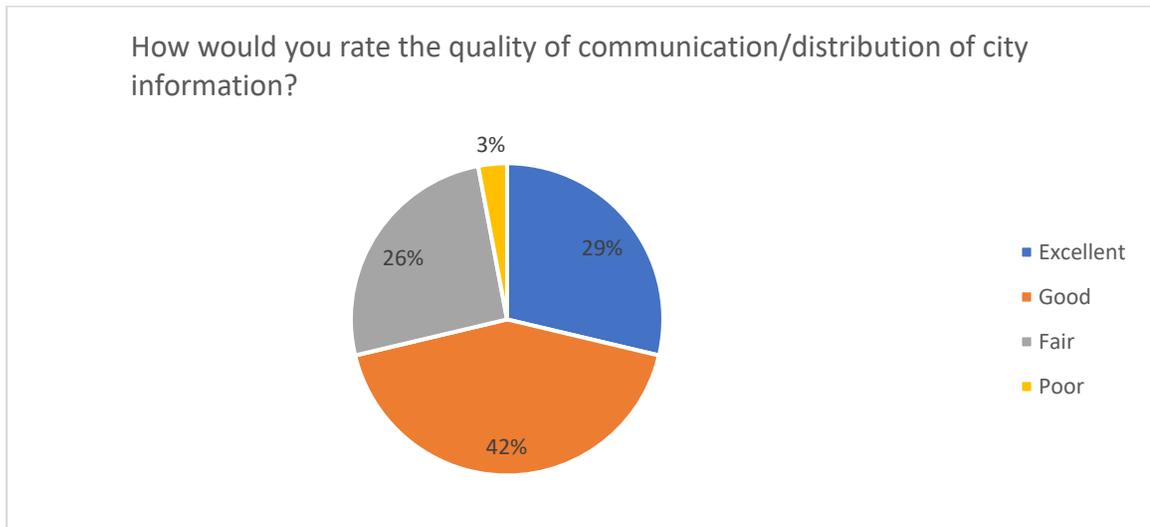
24. How Residents Obtain a Majority of City Information (Citizen Rating)²⁸



²⁷ City of Spring Lake Park 2023 Citizen Survey.

²⁸ City of Spring Lake Park 2023 Citizen Survey.

25. Quality of Communications/Distribution of City Information (Citizen Rating)²⁹



26. Social Media Followers³⁰

	2022
City Facebook	1,299
Police Department Facebook	4,084
Recreation Facebook	1,435
City Twitter	527

27. Meeting Viewership³¹

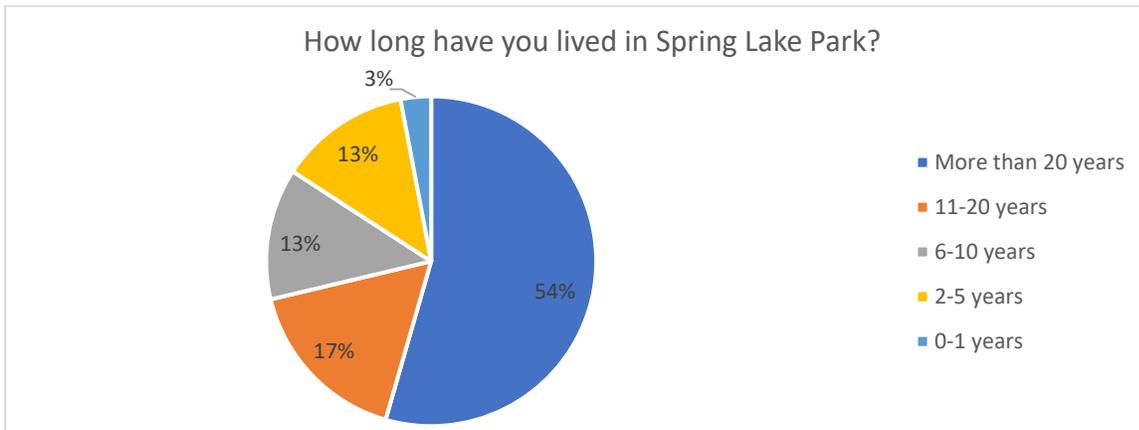
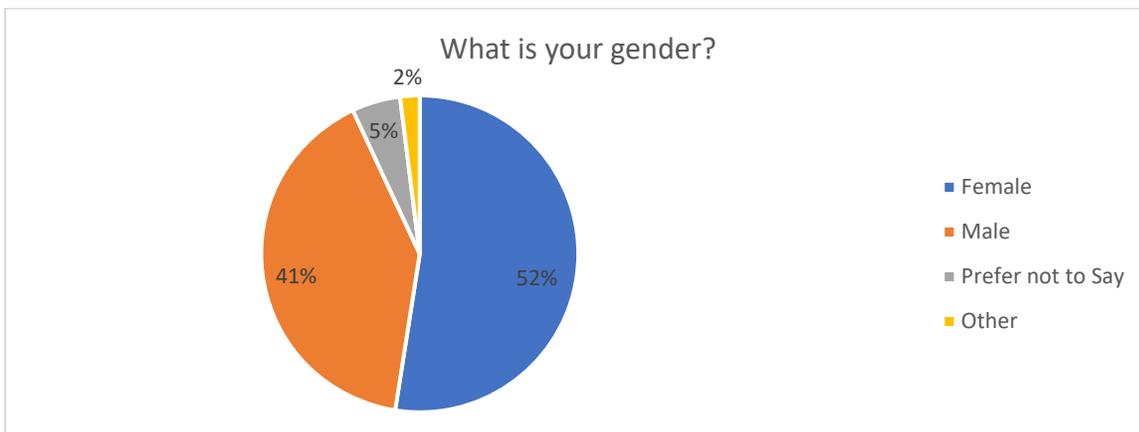
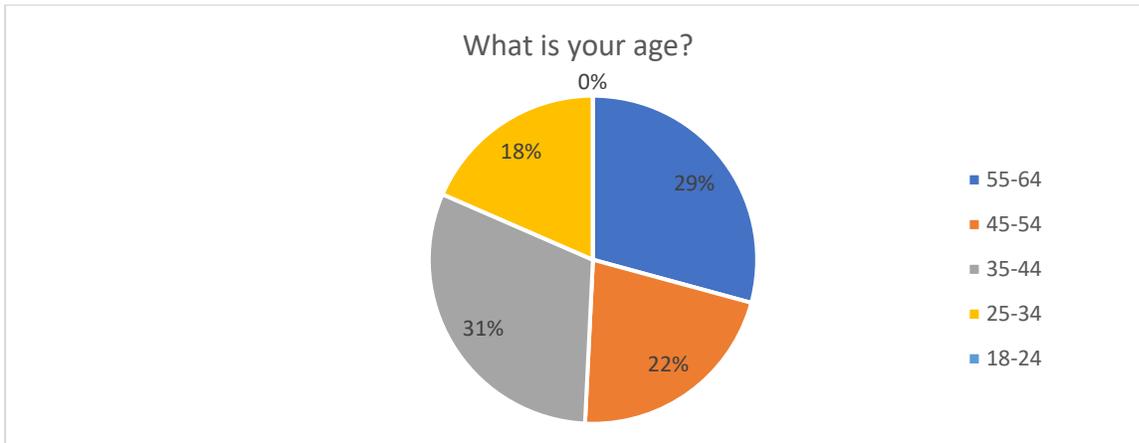
	2020	2021	2022
Online Views of City Meetings	696	878	721

²⁹ City of Spring Lake Park 2023 Citizen Survey.

³⁰ Facebook.com; Twitter.com

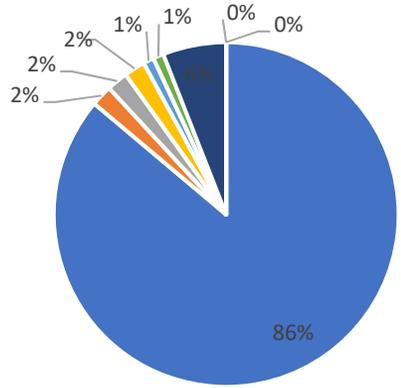
³¹ Data provided by North Metro Telecommunications Commission

Appendix A - Survey Respondent Demographics³²



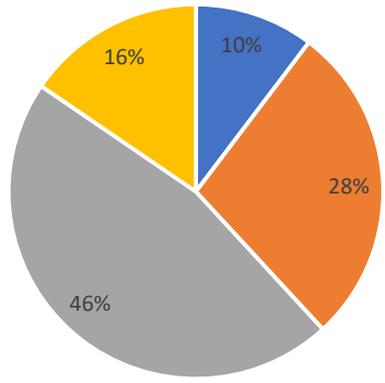
³² City of Spring Lake Park 2023 Citizen Survey

Which of the following categories represents your race/ethnicity?



- White
- Asian-Pacific Islander
- Native American
- Mixed/Bi-Racial
- Hispanic/Latino
- Don't Know
- Other/Refused Answer
- Something Else
- African American or African-born

Thinking about your household finances, how would you describe your financial situation? Would you say that:



- Your monthly expenses are exceeding your income
- You are meeting your monthly expenses but are putting aside little or no savings
- You are managing comfortably while putting some money aside
- You are managing very well



Memorandum

To: Mayor Nelson and Members of the City Council

From: Daniel R. Buchholtz, MMC, Administrator, Clerk/Treasurer

Date: June 15, 2023

Subject: Sanburnol Drive JPA

City staff has negotiated a joint powers agreement with the City of Blaine to govern the reconstruction of Sanburnol Drive. The agreement specifies that the City of Spring Lake Park will lead the project. The agreement specifies how construction costs, survey work, design services/project administration, city utilities, change orders, final completion, and payment will happen.

The City Attorney has reviewed the JPA and brought it to form. The City of Blaine has reviewed the proposed JPA and has scheduled it for approval at their July 5 meeting.

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

JOINT POWERS AGREEMENT FOR
THE RECONSTRUCTION OF:
SANBURNOL DRIVE
FROM ELM DRIVE NE TO UNIVERSITY AVENUE SERVICE DRIVE
IN THE CITIES OF BLAINE AND SPRING LAKE PARK

This Joint Powers Agreement herein referred to as this "Agreement" is made and entered into this ___ day of _____, 2023, by and between the City of Spring Lake Park, a Minnesota municipal corporation located at 1301 81st Avenue NE, Spring Lake Park, MN 55432, hereinafter referred to as "Spring Lake Park", and the City of Blaine, a Minnesota municipal corporation located at 10801 Town Square Drive NE, Blaine, MN 55449, hereinafter referred to as "Blaine". Spring Lake Park and Blaine are sometimes referred to herein as the "parties" or each a "party".

WITNESSETH

WHEREAS, the parties to this Agreement consider it mutually desirable to reconstruct the existing street on Sanburnol Drive NE, hereinafter referred to as the "Street" for the benefit of the traveling public; and

WHEREAS, the parties agree that the Cities of Spring Lake Park and Blaine shall jointly participate in a project for reconstruction of said Street from the intersection at Elm Drive NE to the intersection at University Avenue Service Drive in the Cities of Spring Lake Park and Blaine, hereinafter referred to as "Project"; and

WHEREAS, the parties agree that it is in their best interest that the cost of said Project be shared by jointly participating in the cost of construction of said Project; and

WHEREAS, the Street is located within the corporate boundaries of both Spring Lake Park and Blaine; and

WHEREAS, Minnesota Statutes Section 471.59 authorizes political subdivisions of the State to enter into joint powers agreements for the joint exercise of powers common to each.

NOW, THEREFORE, it is mutually stipulated and agreed that Spring Lake Park and Blaine will share Project responsibilities and costs associated with the construction and related activities of the Project as described in the following sections:

I. CONSTRUCTION COSTS

The contract costs of the construction work shall constitute the actual "Construction Costs" and shall be so referred to herein. The Construction Costs for the Project shall be split between Blaine and Spring Lake Park based on each City's percentage of front footage (including both property and right of way) along the Project, except driveway, sidewalk, and curb and gutter costs, which will be apportioned based on the actual costs of driveway, sidewalk and curb and gutter installed in each City respectively.

II. SURVEY WORK

Spring Lake Park shall provide all necessary surveying services, including a topographic survey of the Project corridor and all construction staking associated with the Project. Costs for said survey work will be split based on each City's percentage of front footage (including both property and right of way) along the Project by Blaine and Spring Lake Park. Spring Lake Park shall pay the costs of all survey work and then invoice Blaine for reimbursement of Blaine's share of the same. Blaine shall pay such invoice within 30 days of receipt.

III. DESIGN SERVICES AND PROJECT ADMINISTRATION

Spring Lake Park shall provide all engineering design services, including design of plans and specifications, and shall cause the construction of the Project in conformance with said plans and specifications. Spring Lake Park shall include representatives of Blaine in determining the general scope and design parameters of the Project. Both parties shall approve the final design prior to bidding the Project.

Spring Lake Park shall do the calling for bids and the acceptance of all bid proposals in accordance with Minnesota Law. Spring Lake Park shall perform construction administration on this Project and shall have oversight and final approval on administration of the contract documents for the Project and shall use its best efforts to ensure that the Project is completed reasonably within the timeframes and deadlines within such documents. Notwithstanding the foregoing, Spring Lake Park shall not be responsible or liable for any delays in construction, Project failure, or failure of the Project to meet design or contract standards.

Construction inspection shall be a joint effort between the parties, led by Spring Lake Park. Each city shall perform and fund the costs of all resident coordination with their residents regarding construction issues which directly affect the abutting residents such as driveways, landscaping and yards. Costs for said design services, construction inspection, materials testing, and Project administration will be split based on each City's percentage of front footage (including both property and right of way) along the Project by Blaine and Spring Lake Park.

IV. CITY UTILITIES

All costs for new storm sewer, stormwater ponding and other drainage facilities (collectively "Stormwater Costs") will be apportioned as follows:

Stormwater Costs associated with improvements which are located on and serve exclusively one party hereto, shall be an exclusive cost of the benefitted City. Stormwater Costs for improvements which provide benefit to properties in both cities shall be allocated among the parties based on drainage area, such drainage area to be determined by the design engineer. The parties agree to collaborate on a separate agreement to address the maintenance of any jointly utilized stormwater facilities.

All costs associated with any removal, replacement or construction of new sanitary sewer or water main utilities shall be apportioned to the City which owns the utilities.

V. CHANGE ORDERS AND SUPPLEMENTAL AGREEMENTS

Any change orders or supplemental agreements that affect the Construction Costs must be approved by both parties prior to execution of work, except that minor quantity adjustments or change orders which do not increase the Construction Costs by more than ten thousand dollars (\$10,000.00) may be approved by Spring Lake Park as Project owner, without approval from Blaine.

VI. FINAL COMPLETION

Final Completion of the Project must be approved by both parties, however, neither party shall unreasonably withhold such approval.

VII. PAYMENT

Spring Lake Park will administer the contract as Project owner and act as the paying agent for the Construction Costs. Payments to the Contractor will be made as the Project work progresses and when certified by the Spring Lake Park City Engineer. Spring Lake Park will, in turn, bill Blaine for Blaine's share of the Construction Costs upon Substantial Completion of the Project. Upon presentation of an itemized claim, Blaine shall reimburse

Spring Lake Park for its share of costs incurred under this Agreement within 30 days from the presentation of the claim. If any portion of an itemized claim is questioned by the receiving agency, the remainder of the claim shall be promptly paid and accompanied by a written explanation of the amounts in question. Payment of any amount in dispute will be made following good faith negotiation and documentation of actual costs incurred in carrying out the work.

VIII. INDEMNIFICATION

Blaine and Spring Lake Park each agree to defend, indemnify, and hold harmless the other party, its officers, employees and agents, successors and assigns, from all damages, costs, and expenses and liabilities, including reasonable attorneys' fees and disbursements, sustained in any action commenced by any third party in connection with the indemnifying party's performance of its duties and obligations under this Agreement, except those damages, costs, and expenses and liabilities, including reasonable attorneys' fees and disbursements, arising from the negligence or willful misconduct of the other party.

IX. STRICT ACCOUNTABILITY

A strict accounting shall be made of all funds expended and report of all receipts and disbursements shall be made upon request by either party. Each party shall be solely responsible for its share of the costs of the Project, as set forth herein.

X. INSURANCE/LIABILITY

Each party shall maintain its own insurance covering its minimum tort levels in amounts provided for in Minn. Stat. Chapter 466, as amended. Pursuant to Minn. Stat. § 471.59, subd. 1a(a), as amended, this Agreement is intended to be and shall be construed as a "cooperative activity" and it is the intent of the parties that they shall be deemed a "single governmental unit" for the purposes of liability; provided, however, that each party expressly declines responsibility for the acts or omissions of the other. Nothing in this Agreement shall be construed to waive or limit any immunity from, or limitation on, the liability of either party as provided by law. Under no circumstances shall a party be required to pay on behalf of itself and other parties, any amounts in excess of the limits on liability established in Minnesota Statutes Chapter 466 applicable to any one party. The statutory limits of liability for the two parties may not be added together or stacked to increase the maximum amount of liability for any party.

XI. INCORPORATION OF RECITALS

All recitals set forth above are incorporated into this Agreement as if fully set forth herein.

XII. TERMINATION

This Agreement may be terminated at any time, with or without cause, if both parties agree, in writing. Such termination shall not be effective with respect to any solicitation of bids or any purchases of services or goods, which occurred prior to such notice of termination.

This Agreement shall terminate automatically upon the completion of the Project and satisfaction of all financial obligations contained herein.

XIII. NOTICE

For purposes of delivery of any notices hereunder, the notice shall be effective if personally served or delivered by First Class U.S. Mail to:

If to Spring Lake Park:
Administrator, Clerk/Treasurer of Spring Lake Park
1301 81st Avenue NE
Spring Lake Park, MN 55432

If to Blaine:
City Manager of Blaine
10801 Town Square Drive NE
Blaine, MN 55449

XIV. ENTIRE AGREEMENT REQUIREMENT OF A WRITING

It is understood and agreed that the entire agreement of the parties is contained herein and that this Agreement supersedes all oral agreements and all negotiations between the parties relating to the subject matter thereof, as well as any previous agreement presently in effect between the parties to the subject matter thereof. Any alterations, variations, or modifications of the provisions of this Agreement shall be valid only when they have been reduced to writing and duly signed by the parties. Neither party may assign its interest in this Agreement without the prior written consent of the other party.

XV. COUNTERPARTS

This Agreement may be exercised in several counterparts, each of which shall be an original and all of which shall constitute one and the same instrument.

XVI. MINNESOTA LAW CONTROLS

All terms of this Agreement shall be construed in accordance with Minnesota law. Any action to enforce the rights or obligations contained herein shall be brought in a court of competent jurisdiction in Anoka County, Minnesota.

XVII. SAVING CLAUSE

If any term or provisions of this Agreement is determined to be invalid or unenforceable by any court of competent jurisdiction, the remainder of the Agreement shall be valid and enforceable, to the extent permitted by law.

XVIII. MINNESOTA GOVERNMENT DATA PRACTICES ACT

The parties acknowledge and agree that each is a government entity bound by Minn. Stat. Chapter 13, the Minnesota Government Data Practices Act (the "MGDPA"). Correspondingly, the parties agree to cooperate with one another in good faith to ensure

that both parties comply with their respective obligations under the MGDPA with respect to to this Agreement and the Project.

XIX. NO WAIVER

Failure by either party to insist, in any one or more instances, upon strict performance of any term, covenant or condition of this Agreement or to exercise any right or option contained in this Agreement shall not be construed as a waiver of such term, covenant, condition or right or option, but the same shall remain in full force and effect. The parties shall not be deemed to have waived any term of this Agreement until expressed in a signed writing.

[SIGNATURES ON THE FOLLOWING PAGE]

IN WITNESS WHEREOF, the parties of this Agreement have hereunto set their hands on the dates written below.

CITY OF SPRING LAKE PARK

CITY OF BLAINE

By: _____
Robert Nelson
Mayor

By: _____
Tim Sanders
Mayor

Dated: _____

Dated: _____

ATTEST:

ATTEST:

By: _____
Daniel R. Buchholtz
Administrator, Clerk/Treasurer

By: _____
Michelle A. Wolfe
City Manager

Dated: _____

Dated: _____



Memorandum

Date: June 20th, 2023

To: Mayor and City Council

Re: City Hall Early Warning Siren

Mayor and City Council Members,

With plans for the city hall construction underway, Administrator Buchholtz and I have been working on the new location for our Early Warning Siren. The current siren is located where the new police department addition will be constructed.

As part of our research, I met with Ready Watt Electric, which installed our current siren. We have decided the siren should move to the NW corner of the detached public works garage. Ready Watt Electric has reviewed the site, and they can run power from the garage to the siren. Ready Watt Electric also recommended replacing the existing siren while this work is being done.

I have found that our current Federal Signal 2001-SRN is 27 years old and is an AC-powered siren. Existing models can be ordered in either AC or DC (backup battery power). Both Ready Watt Electric and Federal Signal Corporation have recommended installing a DC unit at city hall. This allows for the siren to be backed up by a battery if the power were to go out. There is no real way of telling if our siren is at the end of its life. Still, in speaking with the above-listed companies and with our siren monitoring company Embedded systems, the siren is getting old, and there is the possibility it will need to be replaced soon if we do not replace it now.

I have spoken with Dan, and we agree that while the pole and electrical are being replaced, we should also replace the current siren. I have attached the quote from Federal Signal Corporation for the siren replacement in the amount of \$13,955. I have also received a quote from Ready Watt Electric for installing a new siren pole and all the electrical work that goes along with it for \$20,513.00. Please see the attached quote for further details.

I request that the city council approve the quote from Ready Watt Electric for \$20,513.00 and the quote from Federal Signal Corporation for \$13,955.00.

Thank you, and if there are any questions, please do not hesitate to contact me.

Chief Josh Antoine

Ready Watt ELECTRIC

21269 Jarvis Street NW
 Nowthen, MN 55330
 PH: 763-241-4944
 Fax: 763-241-5245

Estimate

Date	Estimate #
6/13/2023	23-412

Name / Address	
City of Spring Lake Park 1301 Eighty First Avenue NE Spring Lake Park, MN 55432 Attention: Police Chief Joshua Antoine	
Project	
23-412 City Hall Siren	
Description	
<p>Siren Location: 1301 81st Ave NE</p> <p>Price to include City's Federal 2001 DC on 55' Class 2 pole, feed siren underground from building electric service, pipe inside to outside wall. Pole to be installed at back corner by old dog kennels being removed. Price includes batteries, pole and other equipment for a complete install. Includes removing Healy Ruff radio from inside building and re-using on new siren.</p> <p>Does not include any removal of old pole or equipment, no snow removal or unforeseen conditions including high water table that requires a culvert or Class 5 will be an extra charge.</p>	
We look forward to doing business with you. Rob Schiller 612-221-4983	Total \$20,513.00

ACCEPTANCE OF PROPSAL

(must be signed and returned for work to begin)

NOTE: This proposal may be withdrawn by Ready Watt Electric if not accepted within 15 days.

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____



QUOTATION
FEDERAL SIGNAL CORPORATION
Federal Warning Systems

Quotation No.: FWS **511231037**
 Reference Quote # on your order

Name City of Spring Lake Park
 Co. Name Police Chief Joshua Antoine
 Address 1301 81st Avenue NE
 City, State, Zip Spring Lake Park, MN 55432
 Phone No. 763-792-7200
 E-Mail jantoine@slpmn.org



Date 6/13/2023

Reference DC Siren

CUSTOMER COPY SALESPERSON COPY OFFICE COPY

Item No.	Qty.	Federal Model/Part No.	Description	Net Cost Each	Total Cost
1	1	2001-130	130 db Rotating Mechanical Siren		\$8,550.00
2	1	DCTB-TVA	DC Control/Battery Cabinet/Charger/Two		4,700.00
3			48VDC Contactors/Sensors/Polyphaser for		
4			OMNI Antenna. *No Control Board or Receiver		
5	1	MISC.	Shipping from Factory		705.00
6	1	TOTAL	Equipment & Shipping		\$13,955.00
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					

Prices are firm for 30 days from the date of quotation unless shown otherwise. Upon acceptance, prices are firm for 90 (days / months). This quotation is expressly subject to acceptance by Buyer of all Terms stated on the reverse side hereof, and any exception to or modification of such Terms shall not be binding on Seller unless expressly accepted in writing by an authorized agent or Officer of Seller. Any order submitted to Seller on the basis set forth above, in whole or in part, shall constitute an acceptance by Buyer of the Terms on this and the reverse side hereof. Any such order shall be subject to acceptance by Seller in its discretion. If the total price for the items set forth above exceeds \$50,000 then this quotation IS ONLY VALID if countersigned below by a Regional Manager of the Signal Division, Federal Signal Corporation.

F.O.B. University Park, IL

EST. DEL. WT. _____

DELIVERY 8 - 10 Weeks (ARO)

TERMS Equipment: Net 30 Days Upon Shipment

Services: Net 30 Days Billed Monthly Upon Completion

FREIGHT TERMS See Line Item Above

BY: [Signature]
 FWS Sales Representative

ADDRESS: Federal Warning Systems, Inc.
2070 Hart Drive SW
Rochester, MN 55902

BY: _____
 Federal Signal / Countersigned

TITLE: _____

Purchase order MUST be made out to:
 Federal Signal Corporation, Federal Warning Systems, 2645 Federal Signal Drive, University Park, IL 60484



20

City of Spring Lake Park
Engineer's Project Status Report

To: Council Members and Staff
From: Phil Gravel

Re: **Status Report for 06.20.23 Meeting**
File No.: R-18GEN

Note: Updated information is shown in *italics*.

2023 MS4 Permit and SWPPP Update (193805251). *Annual Report is due by June 30th. The Annual Public Meeting will be held on June 20th. Pond, structural BMP, and outfall inspections due by July 31st. Program analysis and annual training is due in December. Per 5-15-23 message: MPCA has put their requested review/audit of the city's 2022 information on hold until further notice.*

2023 Sewer Lining Project (193805871). This project includes lining the remaining sanitary sewers in the city that have not been lined (approximately 35,710-feet). Terry Randall will watch this project. The Contractor is Visu-Sewer Inc with a low bid amount of \$1,047,746. *Construction Contracts have been signed and sent to the contractor (Visu-Sewer Inc.). Contractor has indicated that they intend to start work in December 2023.*

2023 Seal Coat and Crack Repair Project (193806041). This project includes routine street maintenance on the streets in the area north of 81st Avenue and east of Able Street. The Contractor is Allied Blacktop with a bid amount of \$97,770. *Project map and information is on the city website. Crack fill construction has been completed. Seal coat work will follow.*

City Hall Building (193806049). The Design Phase for the city hall remodel project started in January 2023. The schedule calls for obtaining construction bids in late 2023. Council updated at spring 2023 workshops. Public Open House was held on May 8th. *Meetings with staff continue.*

Geographic Information System (GIS) and Mapping (19380----). The city has a need to update the mapping and records system for public works documents. Staff has been discussing implementing an online AcrGIS system maintain documents and mapping of infrastructure.

Suite Living Spring Lake Park (Hampton Cos. project at 525 Osborne). *A site work and landscaping inspection needs to be completed in 2023. The remaining financial surety will be held until a final inspection (including landscaping) and CCWD sign off in 2023.*

2024 Sanburnol Drive and Elm Drive NE (19380_____). Sanburnol Drive (SAP 183-103-001) and Elm Drive (SAP 183-104-001) were reconstructed in 1998. Sanburnol Drive is a shared road between the cities of Spring Lake Park and Blaine. Spring Lake Park will be the lead agency on this project, but it will be a cooperative project between Blaine and Spring Lake Park. *Joint Powers Agreement (JPA) with Blaine is being prepared. Geotechnical work has been ordered.*

2023 Anoka County Paving Project. The County will have a paving project this year on Osborne Road east of Central Avenue. County will provide schedule information when they have one.

Please contact Phil Carlson, Peter Allen, Bruce Paulson, or me if you have questions or require additional information.

CORRESPONDENCE

Program Production

In May, a total of **92 new programs** were produced utilizing the North Metro facilities, funds, and services. This constitutes **85:45:00 hours of new programming**.

- 37 programs were produced by the public
- 51 programs were produced by NMTV staff
- 4 programs were produced by City staff



Van Shoots

The HD production truck was utilized for 67:30:00 hours of production in May. The following events were produced live and/or recorded for additional playback:

- Softball: Spring Lake Park vs. Blaine
- Boys Tennis: Centennial vs. Blaine
- Baseball: Spring Lake Park vs. Blaine
- Softball: Centennial vs. Spring Lake Park
- Girls Lacrosse: Osseo-Park Center vs. Blaine
- Boys Lacrosse: Spring Lake Park-Coon Rapids vs. Blaine
- Boys Volleyball: Centennial vs. Blaine
- Softball: 7AAAA 1st Round: Duluth East vs. Blaine
- Softball: 5AAAA Lower Bracket: Irondale vs. Spring Lake Park
- Softball: 5AAAA Lower Bracket Semi-Final: Champlin Park vs. Spring Lake Park
- Softball: 5AAAA Lower Bracket Final: Spring Lake Park vs. Centennial
- Baseball: 7AAAA 1st Round: Forest Lake vs. Centennial



vMix Live Streaming Shoots

The vMix single camera production system was utilized to record/stream 5 events. The vMix system requires significantly fewer staff members than the production truck. vMix crews are spread out over multiple locations and connected via the internet.

- Adapted Softball: Centennial vs. Anoka-Hennepin
- Boys Lacrosse: Blaine vs. Centennial
- Girls Lacrosse: Centennial vs. Blaine
- Baseball: Centennial vs. Spring Lake Park
- Boys Volleyball: Spring Lake Park vs. Centennial





Most Viewed YouTube Sporting Event

Boys Lacrosse: Spring Lake Park-Coon Rapids vs. Blaine
471 Views

VOD Workshop Views

Workshop	Type	# of Views	Hours Viewed
Batman's Greatest Villains	Mini	153	15.25 hrs
Columbo: One More Thing	Mini	3,493	422 hrs
King of the Cowboys 4 – John Wayne	Mini	55	4.75 hrs
King of the Cowboys 3 – Randolph Scott	Mini	99	5.25 hrs
King of the Cowboys 2 – Autry/Rogers	Mini	371	24.75 hrs
King of the Cowboys 1 – Strong and Silent	Mini	84	5.25 hrs
Great British Game Shows	Mini	71	1.75 hrs
We Love Lucy: The Lucille Ball Story	Full	83	13.5 hrs
The Immortal Ingrid Pitt	Mini	398	18.25 hrs
The Oscars: 90 Years of the Academy Awards	Full	42	7 hrs
Tim Curry Horror Picture Show	Mini	40	1.25 hrs
Back to the Eighties: The Decade's Biggest...	Full	6	.5 hrs
James Bond: 50 Years of 007	Full	17	.25 hrs
Eurovision: A Celebration	Mini	10	.5 hrs
Yabba-Dabba-Do! The Fantastic World of Hanna...	Full	422	31.5 hrs
Superman: The Man of Steel on the Silver Screen	Full	NA	NA
The Fantastic Four on the Silver Screen	Mini	NA	NA
Christmas in Hollywood	Full	NA	NA
TV's Greatest Christmas Specials	Full	NA	NA
Chicago Christmas Classics	Mini	121	5.5 hrs
Let's Go Ghostbusters: Filmmation's Haunted Heroes	Mini	7	.25 hrs
Monster Movies of the 40s and 50s	Full	199	13.25 hrs
Monster Movies of the 20s and 30s	Full	11	1 hr
The Presidency on Film JQA to JFK	Full	NA	NA
Monstervision: The Legend of Joe Bob Briggs	Mini	9	18 hrs
The Cult of Caroline Munro	Mini	1576	52.5 hrs
The Marilyn Monroe Story	Full	5	.25 hrs
Nick at Nite: A TV Viewer's Dream	Mini	37	.5 hrs
The Birth of Animation: Mickey, Bugs, and Betty...	Full	NA	NA
Hollywood Goes to War: World War II	Full	81	15.5 hrs
Come on Down: Game Shows of the 70s and 80s	Full	78	17.5 hrs
The Quiz Show Scandals and Other Game Shows...	Full	115	38.25 hrs
The Three Stooges: Comedy's Heavy Hitters	Full	NA	NA
The Marx Brothers: Groucho, Harpo, Chico...	Full	68	5.25 hrs
Mary Pickford: The World's First Movie Star	Full	NA	NA
Hollywood Goes to the Dogs: Lassie, Benji...	Full	15	.25 hrs
36 VOD Workshops		7,666 Total Views	719.75 Hours Viewed



Most Viewed YouTube Workshop

Columbo: One More Thing
3,493 Views

YouTube Stats

Month	Viewers	Videos Viewed	Hours Watched	New Subscribers	Total Impressions
January	26,847	33,656	2,176.25	64	375,076
February	39,350	51,758	5,263	201	1,169,051
March	58,859	74,726	7,070	237	1,833,467
April	53,014	97,942	3,445	58	421,789
May	39,135	61,084	2,771	92	380,115
TOTAL:	217,205	319,166	20,725.25	652	4,179,498

NMTV Website Stats

Month	Number of Users	Number of Views	Live Stream Views
January	5,568	10,793	1,625
February	5,229	10,091	1,040
March	6,404	11,943	868
April	6,626	11,569	799
May	7,224	8,717	1,564
TOTAL:	31,051	53,113	5,896

Home Movie Transfers

Home movie transfers have become one of our most popular services. Residents can transfer their family videos themselves for free, or pay NMTV to do it. NMTV can also transfer film, slides, and photos for a fee.

Month	Hours Transferred	Tapes	Film Reels	DVDs	Photos/ Slides	Fees Paid
January	225	51	59	0	0	\$764.92
February	180.75	35	43	0	0	\$234.52
March	284.75	82	62	0	0	\$1,046.56
April	564	149	161	27	236	\$1,871.45
May	514.5	131	69	10	164	\$4,336.45
TOTAL:	1,769	448	394	37	400	\$8,253.90

Production Highlights

NMTV News Highlights

Each week Danika Peterson and Eric Nelson create a news program that highlights events, people, issues, and information important to citizens of our Member Cities. Some May highlights include:

- Union Between City of Blaine and Minnesota United Soccer Still Strong
- Anoka County and Metro Transit at Odds over Northstar Commuter Rail Funding
- Spring Lake Park High School Alum Pens First Children's Book
- Golf Season Finally Arrives in the North Metro
- Bunker Hills Regional Park is a Gem
- US 10 Road Construction Continues in Anoka
- Career Fair Highlights Hands-On and Trades Jobs
- Circle Pines Prepared if Marijuana Gets a Pass in Minnesota
- Blaine is Seeing Growth Across All Sectors
- Wallin Scholarships Give North Metro Students a Chance for College Success
- Mosquitoes invade North Metro Area
- Spring Lake Park High School Jubilant Boys Volleyball Becoming a Sanctioned Sport
- Minnesota Makes Major Investment to Fix Highway 65
- SCOTUS Wetland Ruling Not Expected to Impact Anoka County



In addition to daily playbacks of North Metro TV News on the cable systems, there are **1,222 local stories** archived for viewers on the **NMTV YouTube channel**. The channel can be accessed through the northmetrotv.com website.



Most Viewed YouTube News Story

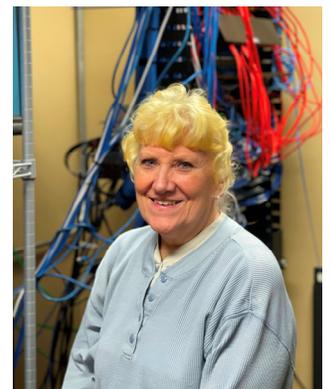
Circle Pines Prepared if Marijuana Gets a Pass in Minnesota
428 Views

New Program Initiative

Facility Manager, Eric Houston, is working to create a new series of programs for the public channel. He is inviting local continuing education instructors to record their lectures, in studio, for playback on all of our platforms. The recordings would be produced at no cost to the participants, who would be given a copy of their presentation. It would be a great way to provide a service to our community and generate interesting programs for the channel.

Rose is Retiring

Administrative Assistant and IT Engineer, Rose Valez, is retiring after 24 years of employment with the North Metro Telecommunications Commission. She started her career as the organization's Administrative Assistant, but took advantage of opportunities to expand her role. The Commission paid for her to become a certified Microsoft Engineer, and she subsequently added the title of IT Engineer to her job description. Rose managed our computer and phone networks, built our computers, ordered office supplies, coordinated building maintenance, did all of our accounting, and was a good friend to her fellow employees. We will miss her very much, but are glad she can finally kick back and relax!



Commercial Projects

NMTV staff has been working hard to expand our sources of income. Currently we have a variety of projects in the works. They include:

- Producing Arabesque Dance School Recitals
- Recording and streaming 2 Centennial concerts
- Recording and streaming Blaine spring band concert
- Editing 3 Kolbe System videos
- Producing MSMA Foundation video
- Providing drone service for the city of Osseo
- Producing 2 promos for the Thumbs Up non-profit organization for an upcoming event
- Producing a general information video for Thumbs Up
- Providing streaming and production services for the National Sports Center for USA Cup Soccer
- Production services for the City of Columbia Heights, Jamboree Days parade



Staff has also produced a promotional video highlighting the commercial services that NMTV can provide. That promo is currently available on our website and Youtube channel.

Digital Equity Committee

Work on our digital equity needs assessments is wrapping up. Through listening sessions and survey responses we have gathered information from various groups regarding issues they have accessing and utilizing broadband services and devices. This information will be shared with the MN Office of Broadband Development to assist them in determining best steps forward to bring digital equity to the state of Minnesota. NMTV has also learned a lot from the process. We are currently developing classes geared toward senior citizens and internet/device/apps usage. Staff is also researching grant opportunities to help fund the initiative.

City Productions

In May, Municipal Producer, Trevor Scholl, completed six productions. They included two public safety employee profiles, a story on the Spring Lake Park city hall remodel, and a Get Connected episode. Completed programs include:

- Public Safety Employee Profile: CLPD Jake Chamberland
- Public Safety Employee Profile: SLPPD Officer Lemke
- Get Connected: Quad Area Chamber Events 2023
- SBM Senior Safety Fair
- AHS Rescue Readers
- Spring Lake Park City Hall Remodel Open House



New and ongoing projects include:

- Blaine on-boarding videos
- Blaine Police Department community outreach events
- Public safety employee profiles, fire departments
- Summer Mayor's Minutes
- City summer events
- Business profiles
- Blaine Facebook live town halls

Trevor touches base with contacts on a regular basis and also encourages Cities to contact him with ideas for new videos.

Public Access Programs

Title	Producer	Runtime
Bad Movie Bros (5 episodes)	Eric Houston	02:05:15
Rice Creek Watershed District Meeting (2 episodes)	Theresa Stastica	01:46:33
Christ Lutheran Church Worship (4 episodes)	Chance Amundson	03:38:44
Christ Lutheran Church Worship Message (4 episodes)	Chance Amundson	01:58:06
Lovepower (6 episodes)	Rick Larson	06:00:00
The Power of Love (6 episodes)	Rick Larson	03:00:00
Oak Park Community Church (6 episodes)	David Turnidge	04:08:13
Hope Church On-line (4 episodes)	Parker Payne	02:47:43
37 New Programs		25:24:34 New Hours

NMTV Staff Programs

Title	Producer	Runtime
Anoka County Board Meeting (5/9/23)	T.J. Tronson	00:37:04
Anoka County Board Meeting (5/23/23)	T.J. Tronson	01:27:28
NMTV News (2 episodes)	Danika Peterson/Eric Nelson	00:52:56
Spring Lake Park City Hall Remodel Open House	Trevor Scholl	00:08:55
Get Connected: Quad Chamber Events 2023	Trevor Scholl	00:04:43
Meet the Staff: CLPD Jake Chamberland	Trevor Scholl	00:04:43
Senior Safety Fair	Trevor Scholl	00:01:50
Meet the Staff: SLPPD Officer Lemke	Trevor Scholl	00:03:25
Rescue Readers	Trevor Scholl	00:04:01
Softball: Spring Lake Park/Blaine	Kenton Kipp/Ted Leroux	02:09:09
Boys Tennis: Centennial/Blaine	Kenton Kipp/Ted Leroux	01:46:34
Baseball: Spring Lake Park/Blaine	Kenton Kipp/Ted Leroux	01:45:28
Softball: Centennial/Spring Lake Park	Kenton Kipp/Ted Leroux	01:53:44
Girls Lacrosse: Osseo-Park Center/Blaine	Kenton Kipp/Ted Leroux	01:42:36
Boys Lacrosse: Spring Lake Park-Coon Rapids/Blaine	Kenton Kipp/Ted Leroux	01:43:57
Boys Volleyball: Centennial/Blaine	Kenton Kipp/Ted Leroux	01:16:53
Softball 7AAAA 1 st Round: Duluth East/Blaine	Kenton Kipp/Ted Leroux	01:49:52
Softball 5AAAA LB: Irondale/Spring Lake Park	Kenton Kipp/Ted Leroux	01:40:09
Softball 5AAAA LB SF: Champlin Park/Spring Lake Park	Kenton Kipp/Ted Leroux	01:42:58
Softball 5AAAA LB Final: Spring Lake Park/Centennial	Kenton Kipp/Ted Leroux	02:01:41
Baseball 7AAAA 1 st Round: Forest Lake/Centennial	Kenton Kipp/Ted Leroux	01:05:56
Adapted Softball: Centennial/Anoka-Hennepin	Kenton Kipp/Ted Leroux	01:21:00
Boys Lacrosse: Blaine/Centennial	Kenton Kipp/Ted Leroux	01:38:28
Girls Lacrosse: Centennial/Blaine	Kenton Kipp/Ted Leroux	01:22:26
Baseball: Centennial/Spring Lake Park	Kenton Kipp/Ted Leroux	02:02:58
Boys Volleyball: Spring Lake Park/Centennial	Kenton Kipp/Ted Leroux	01:18:09
Centennial Middle School Choir Concert	Kenton Kipp/Ted Leroux	01:54:44

Centennial High School Choir Concert	Kenton Kipp/Ted Leroux	02:31:30
29 New Programs		36:13:17 New Hours

City Meetings

Title	Producer	Runtime
Blaine City Council Meeting (5/1/23)	T.J. Tronson	02:13:32
Blaine Traffic Commission Meeting (5/2/23)	T.J. Tronson	00:09:33
Blaine Planning Commission Meeting (5/9/23)	T.J. Tronson	01:00:09
Blaine City Council Meeting (5/15/23)	Trevor Scholl	00:39:17
Blaine Natural Resources Conservation Board Meeting (5/16/23)	Trevor Scholl	01:06:36
Centerville Planning & Zoning Meeting (5/2/23)	John Murphy	01:00:34
Centerville Park & Rec Meeting (5/3/23)	John Murphy	02:28:16
Centerville City Council Meeting (5/10/23)	Teresa Bender	02:20:25
Centerville EDA Meeting (5/17/23)	John Murphy	01:39:38
Centerville City Council Meeting (5/24/23)	Teresa Bender	02:08:12
Circle Pines City Council Meeting (5/9/23)	Ray Flint	00:53:33
Circle Pines Planning Commission Meeting (5/15/23)	Danika Peterson	00:16:11
Circle Pines Utility Commission Meeting (5/17/23)	Eric Houston	00:09:09
Circle Pines Planning Commission Meeting (5/22/23)	T.J. Tronson	00:13:16
Circle Pines City Council Meeting (5/23/23)	Danika Peterson	00:42:11
Ham Lake City Council Meeting (5/1/23)	David Little/Danika Peterson	00:25:23
Ham Lake Planning Commission Meeting (5/8/23)	David Little	00:51:31
Ham Lake City Council Meeting (5/15/23)	David Little	00:35:37
Ham Lake Planning Commission Meeting (5/22/23)	David Little	01:03:01
Lexington City Council Meeting (5/4/23)	Lexington Staff	00:06:25
Lexington City Council Meeting (5/18/23)	Lexington Staff	00:04:45
Lino Lakes City Council Meeting (5/8/23)	Anne Serwe	00:24:40
Lino Lakes Planning & Zoning Meeting (5/10/23)	Anne Serwe	00:58:17
Lino Lakes City Council Meeting (5/22/23)	Anne Serwe	00:27:32
Spring Lake Park City Council Meeting (5/1/23)	Ray Flint	00:47:21
Spring Lake Park City Council Meeting (5/15/23)	Ray Flint	01:08:57
26 New Programs		23:54:01 New Hours

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

Video Production



Municipal Producer, Trevor Scholl, completed six productions in May. Programs include two episodes of the public safety employee profiles, a story on the Spring Lake Park city hall remodel, and a Get Connected episode featuring the Quad Area Chamber of Commerce. Programs were also produced by T.J. Tronson for the city channels. Trevor reaches out to city officials and department contacts, every month, regarding potential programming for the channels. City staff and elected officials are encouraged to contact Trevor with any ideas or requests for programming.

▪ May Completed Videos/Playing on City Cable Channels & Streaming

Title	Producer	Runtime
Spring Lake Park City Hall Remodel Open House	Trevor Scholl	00:08:55
Get Connected: Quad Chamber Events 2023	Trevor Scholl	00:04:43
Meet the Staff: CLPD Jake Chamberland	Trevor Scholl	00:04:43
Senior Safety Fair	Trevor Scholl	00:01:50
Meet the Staff: SLPPD Officer Lemke	Trevor Scholl	00:03:25
Rescue Readers	Trevor Scholl	00:04:01
Anoka County Board Meeting (5/9/23)	T.J. Tronson	00:37:04
Anoka County Board Meeting (5/23/23)	T.J. Tronson	01:27:28

Some projects that Trevor is working on or is scheduled to produce include:

- Blaine in house on-boarding videos
- Blaine Police Department community outreach events
- Public safety employee profiles, fire departments
- Summer Mayor's Minutes
- City summer events
- Business profiles
- Blaine Facebook live town halls

Equipment Consulting/Technical Support



Blaine

- 5.2.23: Trouble sending HDMI signal back to control room. Located problem in back of switcher panel. Re-seated cable. Fixed.

Centerville

- 5.4.23: Provided information to help with set-up of NDI tools on a laptop for remote meeting attendance.
- 5.25.23: Meeting audio is hot and distorted. Unable to reach staff during meeting to fix. Went to city hall to review audio levels with staff.

Circle Pines

- 5.18.23: Record light is very dim. Checked out recording device. Recommend replacing with a Kipro.

Ham Lake

- No assistance required.

Lexington

- 5.5.23: Datavideo recorder causing problems. Found bad power supply. Re-ordered and installed new one. Fixed.
- 5.5.23: Downloaded all the meetings that were missed and gave to them on a hard drive.

Lino Lakes

- 5.9.23: Anne had some issues with meeting recording. Had to go deep into the settings to fix a few settings.
- 5.10.23: Anne reported that cable is not working. Will investigate.
- 5.10.23: Sarah Cotton and Jolleen requested training on system. Scheduled a time for training. Covered basics in an hour. Primarily interested in getting presentations on the chamber monitors. Also reviewed the audio board. Made suggestions for feed to monitors during meetings.

Spring Lake Park

- 5.15.23: Contacted Freddie regarding Spring Lake Park's new system design. A preliminary drawing and equipment list is ready.

Channel Management



Programming Coordinator, Michele Silvester, along with help from Eric Houston, and Trevor Scholl, is responsible for processing and scheduling the programming on the City channels. There are three categories of programs that are scheduled on the City channels; live and replayed meetings, NMTV staff created video content, and informational graphics pages. All categories of programming must be encoded, scheduled, and entered into the Tightrope playback system or entered into the Carousel video files. As each live meeting is being recorded at City Hall, it is routed to the North Metro TV head-end and then sent out over the cable system live. At the same time it is also encoded on a server for future playbacks. The following meetings were processed in May:

Title	Producer	Runtime
Blaine City Council Meeting (5/1/23)	T.J. Tronson	02:13:32

Blaine Traffic Commission Meeting (5/2/23)	T.J. Tronson	00:09:33
Blaine Planning Commission Meeting (5/9/23)	T.J. Tronson	01:00:09
Blaine City Council Meeting (5/15/23)	Trevor Scholl	00:39:17
Blaine Natural Resources Conservation Board Meeting (5/16/23)	Trevor Scholl	01:06:36
Centerville Planning & Zoning Meeting (5/2/23)	John Murphy	01:00:34
Centerville Park & Rec Meeting (5/3/23)	John Murphy	02:28:16
Centerville City Council Meeting (5/10/23)	Teresa Bender	02:20:25
Centerville EDA Meeting (5/17/23)	John Murphy	01:39:38
Centerville City Council Meeting (5/24/23)	Teresa Bender	02:08:12
Circle Pines City Council Meeting (5/9/23)	Ray Flint	00:53:33
Circle Pines Planning Commission Meeting (5/15/23)	Danika Peterson	00:16:11
Circle Pines Utility Commission Meeting (5/17/23)	Eric Houston	00:09:09
Circle Pines Planning Commission Meeting (5/22/23)	T.J. Tronson	00:13:16
Circle Pines City Council Meeting (5/23/23)	Danika Peterson	00:42:11
Ham Lake City Council Meeting (5/1/23)	David Little/Danika Peterson	00:25:23
Ham Lake Planning Commission Meeting (5/8/23)	David Little	00:51:31
Ham Lake City Council Meeting (5/15/23)	David Little	00:35:37
Ham Lake Planning Commission Meeting (5/22/23)	David Little	01:03:01
Lexington City Council Meeting (5/4/23)	Lexington Staff	00:06:25
Lexington City Council Meeting (5/18/23)	Lexington Staff	00:04:45
Lino Lakes City Council Meeting (5/8/23)	Anne Serwe	00:24:40
Lino Lakes Planning & Zoning Meeting (5/10/23)	Anne Serwe	00:58:17
Lino Lakes City Council Meeting (5/22/23)	Anne Serwe	00:27:32
Spring Lake Park City Council Meeting (5/1/23)	Ray Flint	00:47:21
Spring Lake Park City Council Meeting (5/15/23)	Ray Flint	01:08:57
26 New Programs		23:54:01 New Hours

Meetings are scheduled for replay based on schedules requested by each City. Additional longer-length video programming, produced by NMTV staff, is also scheduled on the channels. With the arrival of the Carousel units, shorter-length videos and promos are loaded onto those devices, rather than being scheduled as separate playbacks. The short videos cycle through, with graphics pages, and play on the channels whenever a

scheduled program is not playing. Depending on whether a City selected the split screen or full screen Carousel option, the shorter videos are cycling 24 hours a day. The table below outlines how many times a longer-length video program was entered into the Tightrope system, and played back on each City channel.

City	Number of Times Programs Played	Hours Programmed on Channel
Blaine	173	197:53:05
Centerville	56	106:12:27
Circle Pines	177	118:39:54
Ham Lake	58	44:20:02
Lexington	93	11:18:24
Lino Lakes	65	29:14:38
Spring Lake Park	87	85:33:47
Totals:	809 Program Playbacks	593:12:17 Hours of Video Programming on Channels

The last category of programming on City channels consists of bulletin board, or graphics pages, that display information about the City or about events and issues of interest to citizens. With the installation of the Carousel units, Eric Houston has assumed responsibility for updating the information on all seven channels. He works closely with each City's representative to ensure that all requested data slides are created and posted to the satisfaction of the City. Even though Eric is doing the work of creating the data pages, the Cities maintain editorial control. In addition to the graphics pages, the Carousel units play video. Trevor Scholl is responsible for encoding any short videos that are displayed. The following work was done for City Carousel units in May:

Blaine

- Transcoded and uploaded 2 videos to Carousel.

Centerville

- Transcoded and uploaded 3 videos to Carousel.

Circle Pines

- Transcoded and uploaded 3 videos to Carousel.

Ham Lake

- Transcoded and uploaded 1 video to Carousel.

Lexington

- Transcoded and uploaded 3 videos to Carousel.
- Created 5 new Carousel slides.

Lino Lakes

- Transcoded and uploaded 2 videos to Carousel.

Spring Lake Park

- Transcoded and uploaded 3 videos to Carousel.
- Created 8 new Carousel slides.

Closed Captioning



Closed captioning is an additional service provided by North Metro TV. Every city meeting is closed captioned during the live presentation via our Tightrope system. That process is assigned a per-minute price. Once the meeting is recorded on our servers, that version of the meeting must be captioned separately. This is accomplished through a system owned by North Metro TV and does not incur an additional cost. The following table tallies the number of minutes of captioning provided each city for the month of May.

City	Minutes of Live Closed Captioning	Minutes of Post Closed Captioning
Blaine	309	309
Centerville	577	577
Circle Pines	135	135
Ham Lake	176	176
Lexington	12	12
Lino Lakes	111	111
Spring Lake Park	117	117
Totals:	1,437 Minutes	1,437 Minutes

Meetings on Demand



NMTV has created a video on demand service, with line-item bookmarking, for our Cities' meetings. In order to accomplish this, each encoded meeting has to undergo several steps. The meeting must first be transferred and transcoded from the playback server to the video on demand server. Once that is done, a staff member must go through the meeting entering a bookmark at the start of each meeting line-item, and enter the corresponding line-item information. Next, the meeting is linked to the NMTV website's city meeting page for video on demand. The following number of meetings were bookmarked and/or placed on VOD for the Cities in May:

- **Blaine**
 - 5 meetings bookmarked and placed on VOD.
- **Centerville**
 - 5 meetings bookmarked and placed on VOD.
- **Circle Pines**
 - 5 meetings bookmarked and placed on VOD.
- **Ham Lake**
 - 4 meetings bookmarked and placed on VOD.
- **Lexington**
 - 2 meeting placed on VOD.
- **Lino Lakes**
 - 3 meetings bookmarked and placed on VOD.
- **Spring Lake Park**

- 2 meetings bookmarked and placed on VOD

Administrative



Issues dealt with in May include finalizing the transition to an accounting firm, wrapping up Digital Connection Committee activities, and drafting the proposed 2024 NMTC budget.

Transition to Accounting Service

- Worked through payroll transition.
- Moved all part-timers to automatic deposit.
- Provided two payroll cycles before Rose retirement.
- Divided payment approval, bill processing, receipt processing, and deposit responsibilities between Danika Peterson and Heidi Arnson.
- Met with CEA via zoom to review processes and answer questions.
- Transitioned accounting responsibilities from Rose to CEA.
- Rose retired.

Digital Connection Committee Progress

- Held listening sessions with small business owners, seniors, and general public.
- Distributed surveys electronically and via food banks.
- Compiled data and stories.
- Met with Office of Broadband Development to review progress and next steps.
- Outlined plan to provide internet/device tech workshops to seniors.
- Began researching grant opportunities to fund internet/device tech workshops.

2024 NMTC Budget

- Met with staff to discuss anticipated equipment and building budget needs for 2024.
- Requested anticipated 2024 COLA and benefits values from cities.
- Calculated anticipated fund balances and income for 2024.
- Worked with Danika Peterson and Eric Houston to draft the 2024 budget.
- Incorporated new step matrix into personnel line items.
- Completed reports to support proposed budget.

Miscellaneous

- Integrate new Step Matrix provided by Operations Committee into current NMTC format.
- Received and documented monthly Comcast subscriber reports.
- Read May Legal Report.
- Read industry articles.

Thank-you for your generous
donation to The Dwelling Place
for our women & children! ♡
Our families will have so much
fun enjoying all the fun
events that are scheduled.
They truly enjoyed the parade
already last night! ♡

Blessings,
Cindy

We are grateful for
your support!

Your generosity is making a difference.

||
The Dwelling Place
Staff! ♡

Dear Kay,

THANK YOU

June 8, 2023

Thank you for your help today to purchase a SLP Tower Days button!!!! I got tied up in traffic from St. Paul and was late - you were walking out to the parking lot and graciously went back in to City Hall to get me a button! So very customer-service oriented - thank you so much!! It was a beautiful night for the Tower Days Parade! Blessings - 
Sincerely - Sue Ronchak

Local Market Update – May 2023

A RESEARCH TOOL PROVIDED BY THE SAINT PAUL AREA ASSOCIATION OF REALTORS®



- 52.6%

0.0%

- 12.5%

Change in
New Listings

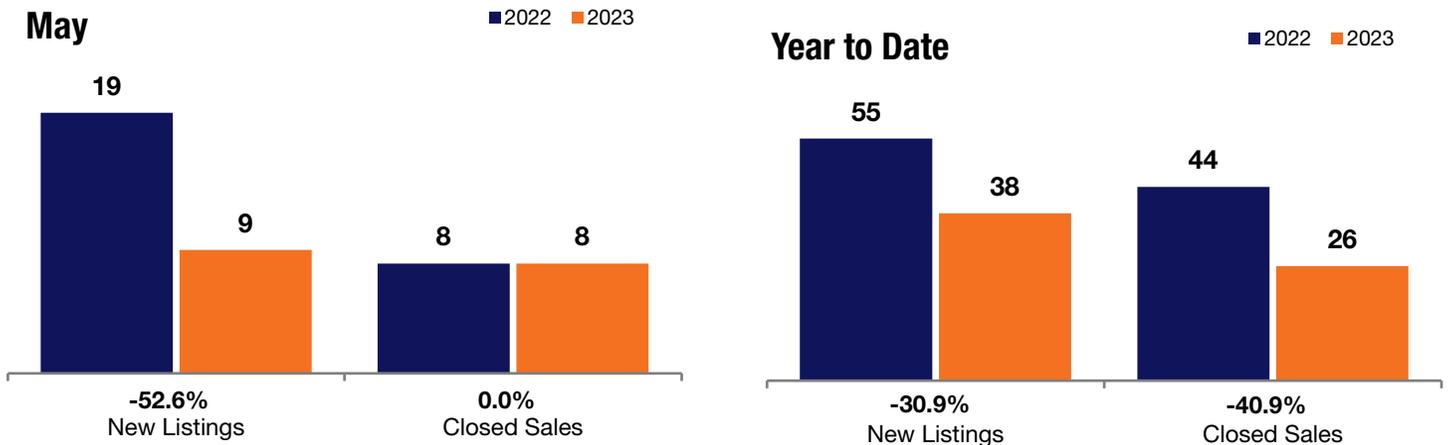
Change in
Closed Sales

Change in
Median Sales Price

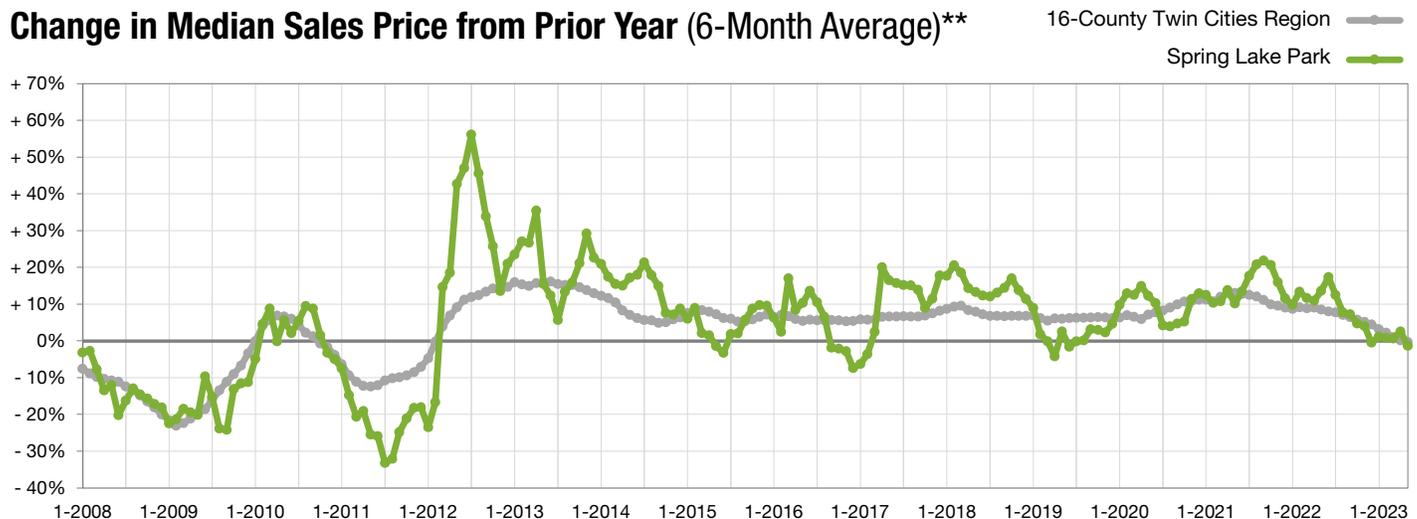
Spring Lake Park

	May			Year to Date		
	2022	2023	+ / -	2022	2023	+ / -
New Listings	19	9	-52.6%	55	38	-30.9%
Closed Sales	8	8	0.0%	44	26	-40.9%
Median Sales Price*	\$323,000	\$282,500	-12.5%	\$302,950	\$299,500	-1.1%
Average Sales Price*	\$316,375	\$297,238	-6.0%	\$313,141	\$302,915	-3.3%
Price Per Square Foot*	\$176	\$185	+ 5.1%	\$178	\$181	+ 1.6%
Percent of Original List Price Received*	106.2%	103.9%	-2.2%	103.5%	101.5%	-1.9%
Days on Market Until Sale	7	8	+ 14.3%	27	26	-3.7%
Inventory of Homes for Sale	11	9	-18.2%	--	--	--
Months Supply of Inventory	1.1	1.4	+ 27.3%	--	--	--

* Does not account for seller concessions. | Activity for one month can sometimes look extreme due to small sample size.



Change in Median Sales Price from Prior Year (6-Month Average)**



** Each dot represents the change in median sales price from the prior year using a 6-month weighted average. This means that each of the 6 months used in a dot are proportioned according to their share of sales during that period.