



CITY COUNCIL REGULAR AGENDA
MONDAY, OCTOBER 18, 2021
CITY HALL at 7:00 PM

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. ADDITIONS OR CORRECTIONS TO AGENDA**
- 5. PRESENTATION**
 - A. Oath of Office to Police Patrol Sergeant Richard Kramer
- 6. DISCUSSION FROM THE FLOOR**
- 7. CONSENT AGENDA**
 - [A.](#) Approval of Minutes - October 4, 2021 Council Meeting Minutes
 - [B.](#) Approval of Minutes - October 11, 2021 Council Work Session
 - [C.](#) Approval of Claims - September 2021 General Disbursements - \$265,172.40
 - [D.](#) Contractor's Request for Payment No. 4/Final - 525 Osborne Rd Utility Project
 - [E.](#) Contractor's Request for Payment No. 3/Final - 2021 Seal Coat Project
 - [F.](#) Accept Letter of Resignation from Officer Corbin Peterson
 - [G.](#) Contractor Licenses
- 8. DEPARTMENT REPORTS**
 - [A.](#) Police Report
 - [B.](#) Recreation Report
- 9. NEW BUSINESS**
 - [A.](#) Approval of 2022 Agreement for Residential Recycling Program
 - [B.](#) Extend Conditional Job Offer to Police Officer Candidates
 - [C.](#) Authorize Purchase of New Police Squad Vehicle
 - [D.](#) Approval of Joint Powers Agreement with Anoka County to Allocate Costs for Election Expenses
- 10. REPORTS**
 - A. Attorney Report
 - [B.](#) Engineer Report
 - C. Administrator Report
- 11. OTHER**
 - A. Beyond the Yellow Ribbon Report
 - [B.](#) Correspondence
- 12. 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 Regular was held on October 04, 2021 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

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

MEMBERS ABSENT

Councilmember Brad Delfs

STAFF PRESENT

Building Official Jeff Baker, Police Chief Josh Antoine, Public Works Director Terry Randall, City Planner Lauren Walburg (Stantec), Administrator Daniel Buchholtz

OTHERS PRESENT

Jerri McMahan, 8073 Garfield Street NE

3. PLEDGE OF ALLEGIANCE

4. ADDITIONS OR CORRECTIONS TO AGENDA -- None

5. DISCUSSION FROM THE FLOOR -- None

6. CONSENT AGENDA

- A. Approval of Minutes - September 20, 2021 City Council Meeting
- B. City Administrator Performance Evaluation Statement
- C. Contractor's Licenses
- D. Sign Permit

Mayor Nelson read the following City Administrator Performance Evaluation Statement:

“The City Council went into closed session to conduct a performance evaluation on the City Administrator’s job performance. An evaluation was given by the Council. The evaluation focused on various performance areas. The City Council, as a whole, believes the City Administrator’s job performance meets or exceeds the job requirements of the position and that he is serving the City of Spring Lake Park well.”

Motion made by Councilmember Wendling to approve the Consent Agenda.

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

7. DEPARTMENT REPORTS

A. Public Works Report

Director Randall highlighted that the tennis courts at Terrace Park are complete and that a significant portion of the City's sanitary sewers have been cleaned.

B. Code Enforcement Report

Building Official Baker expressed his appreciation to the City Council for creating the new Firefighter/Code Inspector position. He stated that Code Enforcement has issued 16 administrative offense tickets for non-compliance. He stated that the developer of the Suite Living project is making good progress on the assisted living/memory care facility.

Mayor Nelson inquired about the Fire Department Open House this weekend. Building Official Baker stated that the Open House at Station 1 will be held on October 9, 2021 from 10am to 1pm. Mayor Nelson noted that it is Fire Protection Week and expressed his appreciation to the firefighters at SBM Fire.

8. PUBLIC HEARINGS

A. Improvement Hearing - 2022 Street Improvement Project

Mayor Nelson opened the public hearing on the 2022 Street Improvement Project at 7:10pm.

City Engineer Gravel gave an overview of the project, reviewing the poor existing condition of the asphalt, the street and storm sewer improvements that will comprise the project, the typical section of the street with 6 inches of class 5 base and 4 inches of bituminous surface, and the location of the proposed storm water improvements at the 8100 block of Garfield Street NE. He stated that the estimated total project cost is \$689,000, with street and utility funds covering \$430,655 and special assessments covering the remaining \$258,345 of the project. He reviewed the assessment policy, which splits eligible project costs as follows: 45% to special assessments and 55% to the City. He said the estimated assessment is \$3,400 per parcel, divided on an equal basis over 76 parcels. He provided a project schedule where bids will be let on December 6, 2021 and received on January 27, 2022, with an assessment hearing on March 21, 2022. He anticipated construction would begin in May 2022.

Jerri McMahan, 8073 Garfield Street, inquired if there were any supply chain issues anticipated with the proposed project, which could increase the price of the project. Engineer Gravel responded that any supply chain issues contractors anticipate in completing the project will be

reflected in the bids received by the City. Ms. McMahon asked what happens if the project comes in significantly higher than Engineer's estimate. Mayor Nelson stated that the City Council would consider the bids and may recommend rejecting the bids and rebidding the project for 2023 construction. Engineer Gravel concurred, stating that the plans being drafted for the project will have a significant shelf life should the project not move forward in 2022.

Hearing no further public comment, Mayor Nelson closed the public hearing at 7:21 PM.

9. ORDINANCES AND/OR RESOLUTIONS

A. Resolution 21-38, Ordering Improvement and Preparation of Plans - 2022 Street Improvement Project

Administrator Buchholtz reviewed the resolution with the City Council. He stated that if the City Council wishes to proceed with the next step of the project, the resolution should be adopted. Engineer Gravel clarified that approving the preparation of plans and specifications does not obligate the City Council to move forward with the project if bids come in higher than the Engineer's estimate.

Motion made by Councilmember Goodboe-Bisschoff to approve Resolution 21-38, Ordering Improvement and Preparation of Plans – 2022 Street Improvement Project.

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

B. Resolution 21-39, Approving a Variance from the Side Yard Setback to Allow the Construction of an Accessory Building Addition and Driveway Expansion at 8317 Fillmore Street

Administrator Buchholtz presented the staff report. He stated that the applicant is seeking to construct an addition onto his existing accessory building. He said the current accessory building is 4 feet off the property line; thus, requiring a one-foot variance. He stated that the applicant is seeking to also replace and expand his existing driveway, which is also four feet off the property line. He stated that the Planning Commission reviewed the application during a public hearing at its September 27 meeting, and recommended approval with conditions.

Motion made by Councilmember Goodboe-Bisschoff to approve Resolution 21-39, Approving a Variance from the Side Yard Setback to Allow the Construction of an Accessory Building Addition and Driveway Expansion at 8317 Fillmore Street.

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

C. Resolution 21-40, Approving a Variance from the Side Yard Setback and Front Parking Setback to Allow Construction of an Industrial Building at 8457 Sunset Road NE

City Planner Walburg introduced the item. She stated that the applicant is seeking to construct a 12,000 square foot building for an industrial use on the property. She stated that the zoning code requires larger setbacks on sides abutting residential property, which led to the variance request.

Ms. Walburg stated that the applicant was seeking the following variances: a reduction in the side yard setback on the north side of the property from 50 feet to 25 feet; a reduction in the side yard setback on the south side of the property from 25 feet to 17 feet, and a reduction in the front parking setback from 25 feet to 10 feet. She stated that the Planning Commission recommended conditional approval of the variance application, finding that 1) developing the property with an industrial use is reasonable on property guided and zoned for industrial use; 2) adhering to the side yard setback required for industrial uses is reasonable considering that the property to the north is guided for industrial uses in the City's Land Use Plan; 3) arranging the site plan so that there is a minimum of activity on the north side facing the existing single family uses is reasonable and appropriate; 4) the proposed site plan and landscape plan provide an appropriate buffer as suggested in the 2040 Comprehensive Plan; and 5) the request reasonably meets the criteria in the Zoning Code for approval of variances.

Councilmember Goodboe-Bisschoff inquired if the proposed ponding was adequate for the site considering there is short-term flooding on the street. Director Randall stated that there are only two catch basins on Sunset Road. He stated he is confident that the pond will control runoff from the site and likely not overflow discharge into the Sunset Road storm sewer. Councilmember Goodboe-Bisschoff asked if flooding in this area contributed to flooding on Westwood Road. Director Randall responded affirmatively, but noted that Westwood Park is designed to take storm water when the storm sewer system is at capacity. Councilmember Goodboe-Bisschoff inquired about the pipe capacity. Director Randall stated that the storm sewer is undersized for that area. He said that overflow into Westwood Park and the storm water feature at Eagle Brook church addresses much of the storm water concerns in that area. Mayor Nelson noted that the City cleaned out the storm sewer outlet into Laddie Lake, which also has relieved pressure on the system.

Councilmember Dircks inquired if there was enough parking on the site for this use. City Planner Walburg stated that she ran the calculation and determined that there was adequate parking provided on the site proposal.

Motion made by Councilmember Wendling to approve Resolution 21-40, Approving a Variance from the Side Yard Setback and Front Parking Setback to Allow Construction of an Industrial Building at 8457 Sunset Road.

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

D. Resolution 21-41, Conditionally Granting Site Plan Approval to Allow Construction of Industrial Building at 8457 Sunset Road NE

City Planner Walburg introduced the item. She stated that she and City Engineer Gravel have reviewed the plans for the proposed 12,000 square foot building. She stated that they are recommending approval of the site plan, subject to conditions.

Councilmember Goodboe-Bisschoff inquired about storm water pond maintenance. City Engineer Gravel stated that the storm water pond would be covered under a storm water pond maintenance agreement with Rice Creek Watershed District. Administrator Buchholtz also stated that the City Council amended the storm water ordinance to provide staff with tools to ensure property owners maintain their private storm water infrastructure.

Motion made by Councilmember Goodboe-Bisschoff to approve Resolution 21-41, Conditionally granting Site Plan Approval to Allow Construction of Industrial Building at 8457 Sunset Road NE.

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

E. Resolution 21-42, Granting Approval of Conditional Use Permit for HLP Construction LLC at 8375 Sunset Road NE

City Planner Walburg introduced the item. She stated that HLP Construction LLC currently operates a construction siding business at 8375 Sunset Road NE. She stated that the applicant proposes to open an auto repair and auto sale business for their company vehicles. She noted that the proposed auto repair use is allowed as a conditional use in the I-1 zoning district but that auto sales was not permitted in the I-1 zoning district.

She stated that the Planning Commission recommended conditional approval of the conditional use permit with the following findings of fact: 1) the proposed use is a reasonable use of the property, anticipated as a conditional Use in the I-1 zoning district; 2) the use is screened from adjacent residential uses and additional screening will be added; therefore, it is not expected to have a detrimental effect on surrounding properties or lower property values; 3) adjacent roadways and the existing parking lot are adequate to handle anticipated traffic and vehicles using the site; 4) no changes are proposed to site grading and drainage and therefore stormwater management should be adequate as it exists now; and 5) there are no unusual odors, fumes, dust, noise or vibration associated with the use, and all work will be conducted indoors.

Councilmember Goodboe-Bisschoff inquired if the City should require the applicant to provide storm water ponding to this site. Administrator Buchholtz stated that staff had reviewed that issue and determined that it would not be appropriate to make that requirement as the applicant is not proposing any changes to grading and/or drainage. City Attorney Thames concurred.

Motion made by Councilmember Wendling to approve Resolution 21-42, Granting Approval of Conditional Use Permit for HLP Construction LLC at 8375 Sunset Road NE.

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

10. REPORTS

A. Attorney Report -- None

B. Engineer Report -- Nothing in addition to what was included in the Council packet.

C. Administrator Report

Administrator Buchholtz reported that he introduced Chief Antoine to ISD 16 School District Superintendent Jeff Ronneberg.

He stated that he and Councilmember Delfs participated in a conversation with a consultant looking at options for the redevelopment of the Northtown commercial area. He said there will be additional opportunities for residents to participate in the visioning process for the Northtown commercial area.

He stated that staff has begun working on the 2022-2026 Capital Improvement Plan.

Councilmember Goodboe-Bisschoff inquired if the sidewalks for City Hall and Triangle Park would be included in the bid package for the 2022 Street Improvement Project. Administrator Buchholtz stated that those projects would be bid as alternates.

11. OTHER

A. Correspondence

12. ADJOURN

Robert Nelson, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, a special work session meeting of the Spring Lake Park City Council Work Session was held on October 11, 2021 at the Spring Lake Park City Hall, 1301 81st Avenue NE, at 5:30 PM.

1. CALL TO ORDER

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

MEMBERS PRESENT

Mayor Robert Nelson

Councilmember Ken Wendling

Councilmember Brad Delfs

Councilmember Barbara Goodboe-Bisschoff

Councilmember Lisa Dircks

STAFF PRESENT

Police Chief Josh Antoine, Public Works Director Terry Randall, Building Official Jeff Baker, Recreation Director Kay Okey, Administrator Daniel Buchholtz

OTHERS PRESENT

Barb Harlan, Parks and Recreation Commission

Jeff Feulner, WSB & Associates

Heidi Leaf, 8220 Taylor Street

2. DISCUSSION ITEMS

A. Park System Plan Presentation

Recreation Director Okey introduced Jeff Feulner, Senior Landscape Architect at WSB & Associates, to present the Park System Plan.

Mr. Feulner provided an overview of the Park System Plan. He stated that the Park System Plan is a strategic and comprehensive master plan providing an overall community vision for the City's parks over the next 10-20 years. He said it is meant to guide future investments for improvements by establishing goals, policies, objectives, and overall priorities for the park system within the city of Spring Lake Park.

Mr. Feulner reviewed the City's Demographic Trends, GAP analysis, and the results of the engagement survey. He noted that 83% of residents in Spring Lake Park live within a 10 minute walk of a city park. He stated that nearly 300 participants responded to the engagement survey, which showed that the survey respondents rank the City's parks highly. He said the survey showed that responders supported updating the park building at Able Park, add a park building at Sanburnol Park, improve playgrounds throughout the City, add a splash pad within

the City and enhance the community garden program. He did note that a common theme of the survey was a concern over costs/tax implications for the improvements.

Mr. Feulner reviewed current recreational trends, recreational programming trends, and barriers to participation in recreation programs. Mr. Feulner reviewed each park site and rated it on a point scale. He stated that the City's park facilities are older but are in good shape due to the City's strong maintenance program. He stated that common issues/deficiencies found at each park was ADA accessibility and general age and condition of park elements.

Mr. Feulner presented recommendations for each park based on the firm's need analysis, results of the engagement survey and feedback from Recreation staff and the Parks and Recreation Commission.

- Able Park
 - Expanded trail (completed loop)
 - Connect parking lots
 - Upgrade playground
 - Upgrade shelter
 - Basketball court improvements
 - Park building improvements

- Sanburnol Park
 - Remove 1 ballfield
 - Add pickleball courts
 - Upgrade playground facilities
 - Enhance community gardens
 - Expand parking lot
 - Future community center building

- Terrace Park
 - Field drainage improvements
 - Add flexible greenspace
 - Relocate and upgrade playground
 - Improve existing building
 - Refurbish tennis and basketball courts
 - Add 2 improved shelters

- Lakeside Lions Park
 - Add splash pad facility
 - Upgrade playground with poured in place rubberized surfacing
 - Maintain existing shelters
 - Add nature play nodes
 - Move fishing pier to be more visible/accessible
 - Upgrade existing memorial area

- Triangle Park
 - Improve trail connections and add crosswalks
 - Improve ADA accessibility to shelter and amenities
 - Restore pond edge conditions to separate wildlife from park users

- Westwood Park
 - Add trail loop around park
 - Shift ballfield to allow for trail loop
 - Upgrade shelter facility
 - Upgrade playground facility
 - Add exercise station/nodes around trail loop
 - Improve ADA accessibility.

Mr. Feulner reviewed implementation priorities and cost estimates for improvements. He stated that the estimated costs for the entire system plan was \$10-12 million, excluding the community center building. He stated the community center building was estimated to cost \$2.9-3.5 million. He stated the next steps were to confirm proposed concepts, prioritize improvements, identify phasing/funding strategies, and prepare final document for City Council approval.

City Councilmembers discussed various aspects of the proposed plan. The City Council discussed the importance of working with the Parks and Recreation Commission to prioritize various aspects of the plan to spread out cost impacts over a period of 10-20 years.

Mayor Nelson thanked Mr. Feulner for his work on the plan.

B. City Street Speed Limit Discussion

Councilmember Dircks requested a discussion about speed limits within the City. She stated that the Legislature approved a law in 2019 that grants cities the authority to set speed limits on streets they control. She stated that she has received a number of inquiries from residents about lowering speeds in certain neighborhoods. She noted that speed complaints she received were from school busses, vehicles dropping children off at in-home daycares, delivery drivers, and garbage trucks.

Discussion revolved around challenges with enforcement, education, a lack of policy guidance from MnDOT on residential speed limits and challenges of having residential speed limits that differ from neighboring cities.

Consensus of the City Council was to not take action on this item until further policy guidance on residential speed limits has been published.

C. On-Street Parking Discussion - Manor Drive/Laddie Road & University Avenue Service Drive/Rosedale Road

Councilmembers Wendling, Dircks and Goodboe-Bisschoff discussed complaints they have received about on-street parking on Manor Drive near the Legends of Spring Lake Park and on the University Avenue Service Drive near Northtown Apartments. They stated that the complaints included vehicle repair being done on City streets, trash and debris being deposited in neighboring residential yards from parked vehicles, lack of access for emergency vehicles due to vehicles parked on both sides of the street (University Avenue Service Drive), and lack of on street parking for residents living along those streets. Discussion ensued about potential options, including no-parking zones and permit parking zones, and potential unintended impacts to surrounding neighboring streets.

Consensus of the City Council was to direct the Administrator to draft a permit parking policy for review by the City Council and to send a letter to affected residents in these areas seeking input on potential parking solutions.

D. Review Proposed Deputy Clerk Job Description

Administrator Buchholtz presented the proposed job description for the Deputy Clerk position.

Consensus of the City Council was to direct the Administrator to proceed with recruitment for the Deputy Clerk position.

3. REPORT

A. Council Reports

Councilmember Goodboe-Bisschoff inquired if the City Council had concerns about the proposed reroute for the Metro Transit 10 "N" bus route. Several Councilmembers expressed their concern about rerouting the 10 "N" route to 81st Avenue, citing congestion at the intersection of University Avenue and 81st Avenue and adding bus traffic when the City Council has been taking action to reduce heavy vehicle traffic on 81st Avenue. Councilmembers believed that Osborne Road was better designed and equipped to serve as the route for the 10 "N" route.

Consensus of the City Council was to authorize Mayor Nelson to send a letter to Metro Transit expressing the City's opposition to rerouting the 10 "N" bus route onto 81st Avenue.

B. Administrator Report – None

4. ADJOURN

Mayor Nelson adjourned the work session at 8:00pm.

Robert Nelson, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

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

Date: Sept. 2021
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Claim Res.#21-17

| <u>VOUCHER</u> | <u>VENDOR</u> | <u>DESCRIPTION</u> | <u>AMOUNT</u> |
|----------------|---------------------------------|------------------------------|---------------|
| 70680 | ALICE PROKOTT | TRIP REFUND | 100.00 |
| 70681 | AMERITAS | PAYROLL | 29.08 |
| 70682 | ANAGO | SEPTEMBER JANITORIAL SERVICE | 1,700.00 |
| 70683 | JOSH ANTOINE | PHONE REIMBURSEMENT | 50.00 |
| 70684 | AT & T MOBILITY | PHONE SERVICE | 550.27 |
| 70685 | AT & T MOBILITY | PHONE SERVICE | 344.86 |
| 70686 | BARB KODITEK | TRIP REFUND | 100.00 |
| 70687 | BEA FERDELMAN | TRIP REFUND | 100.00 |
| 70688 | BEAVERBROOK TRI-COUNTY SPORTS | RANGE RENTAL | 350.00 |
| 70689 | CAROL OBERLANDER | CLASS REFUND | 81.00 |
| 70690 | CARSON, CLELLAND & SCHREDER | ATTORNEY FEES | 8,590.66 |
| 70691 | CENTERPOINT ENERGY | MONTHLY UTILITY | 133.21 |
| 70692 | CENTRAL PENSION FUND | PAYROLL | 1,040.04 |
| 70693 | CENTRAL RENTAL CO | EQUIPMENT RENTAL | 299.99 |
| 70694 | CINTAS | OPERATING SUPPLIES - MATS | 153.16 |
| 70695 | CLETUS CONSTANCE | UTILITY REFUND | 39.33 |
| 70696 | COTTENS INC | AUTO REPAIR/SERVICE | 254.97 |
| 70697 | DANIEL & KIT FRICK | TRIP REFUND | 200.00 |
| 70698 | DAVE PERKINS CONTRACTING INC | STREET REPAIR - 325 ROSEDALE | 7,824.00 |
| 70699 | DEARBORN LIFE INSURANCE COMPAN | PAYROLL | 308.10 |
| 70700 | DEBBIE GILBERTSON | TRIP REFUND | 100.00 |
| 70701 | DELTA DENTAL | PAYROLL | 1,361.92 |
| 70702 | DENIS & ROSE DOLL | TRIP REFUND | 200.00 |
| 70703 | DIAMOND VOGEL PAINTS | PAINT | 191.32 |
| 70704 | DIANE HEROFF | TRIP REFUND | 100.00 |
| 70706 | DO-GOOD.BIZ INC | MAILING PREPARATION | 1,060.88 |
| 70707 | ERNA THOMLEY | CLASS REFUND | 81.00 |
| 70708 | EUGENE & CAROL DOLL | TRIP REFUND | 200.00 |
| 70709 | KAREN FISKE | UNIFORM ALLOWANCE | 263.50 |
| 70710 | GARY GREENFIELD | UTILITY REFUND | 100.72 |
| 70711 | GOLD COAST ARMORY | AMMUNITION | 1,278.50 |
| 70712 | GOPHER STATE ONE-CALL INC | LOCATES | 116.10 |
| 70714 | HOUSE OF PRINT | FALL BROCHURE | 2,370.67 |
| 70715 | INTERNATIONAL SECURITY PRODUCTS | SUPPLIES | 236.14 |
| 70716 | KATELYN WARREN | FALL EXPO REGISTRATION | 150.00 |
| 70717 | KYLENE KNOBLAUCH | UMPIRE | 50.00 |
| 70718 | L.E.L.S. | PAYROLL | 285.75 |
| 70719 | LOCAL 49 | PAYROLL | 105.00 |
| 70720 | MANSFIELD OIL COMPANY | FUEL | 1,252.63 |
| 70721 | MARY SCHWISTER | TRIP REFUND | 100.00 |
| 70722 | MENARDS-CAPITAL ONE TRADE CREDI | CREDI CARD PAYMENT | 45.68 |
| 70723 | METROPOLITAN COUNCIL | WASTE WATER SERVICE | 44,271.83 |
| 70724 | MINNESOTA CHILD SUPPORT PAYMEI | PAYROLL | 205.81 |

CITY OF SPRING LAKE PARK
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Date: Sept. 2021
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| <u>VENDOR</u> | <u>DESCRIPTION</u> | <u>AMOUNT</u> |
|---------------|--------------------------------|---------------------------------------|
| 70725 | MINNESOTA MAYORS ASSOCIATION | MEMBERSHIP DUES 30.00 |
| 70726 | MTI DISTRIBUTING INC | AUOT REPAIR/SERVICE 1,578.71 |
| 70727 | NCPERS GROUP LIFE INS | PAYROLL 48.00 |
| 70728 | NORM SMAAGE | CLASS REFUND 162.00 |
| 70729 | OFFICE DEPOT | OFFICE SUPPLIES 19.09 |
| 70730 | PAUL & SNADRA DOLL | TRIP REFUND 200.00 |
| 70731 | PREFERREDONE INSURANCE CO | PAYROLL 15,327.07 |
| 70732 | RICHFIELD BUS COMPANY | BUS RENTAL 811.14 |
| 70733 | RON & EILYS THURSTON | TRIP REFUND 200.00 |
| 70734 | RONDA HILBRANDS | TRIP REFUND 100.00 |
| 70735 | SHARON BAKER | TRIP REFUND 100.00 |
| 70736 | SLP FIRE DEPARTMENT | FIRE PROTECTION - SEPTEMBER 20,521.00 |
| 70737 | STAPLES | OFFICE SUPPLIES 7.17 |
| 70738 | STREICHER'S | AMMUNITION 258.70 |
| 70739 | SYMBOL ARTS | BADGES 457.50 |
| 70740 | TASC | COMPLIANCE FEE SSESSMENT 250.00 |
| 70741 | KENNETH A. TOLZMANN, SAMA | 3RD QTR ASSESSORE PAYMENT 9,403.75 |
| 70742 | TWIN CITIES BMEU WEST | POSTAGE - WATER BILL 973.00 |
| 70743 | VINCE NASH | UMPIRE 25.00 |
| 70744 | WASTE MANAGEMENT OF WI-MN | AUGUST RECYCLING SERVICE 7,861.02 |
| 70745 | AMAZON CAPITAL SERVICES | OFFICE SUPPLIES - CREDIT 37.90 |
| 70746 | AMERICAN TEST CENTER | SAFETY INSPECTION 450.00 |
| 70747 | CENTERPOINT ENERGY | MONTHLY UTILITY FEES 167.80 |
| 70748 | CINTAS | OPERATING SUPPLIES - MATS 76.58 |
| 70749 | CITY OF ROSEVILLE | DATA SERVICES 144.96 |
| 70750 | COMCAST | MONTHLY UTILITY FEES 105.92 |
| 70751 | CONNEXUS ENERGY | MONTHLY UTILITY FEES 336.48 |
| 70752 | DAVE PERKINS CONTRACTING INC | STORM WATER REPAIR 29,150.00 |
| 70753 | DEARBORN LIFE INSURANCE COMPAI | COBRA PAYMENT 3.50 |
| 70754 | DEBBIE MATOX | TRIP REFUND 76.00 |
| 70755 | DELTA DENTAL | COBRA PAYMENT 143.58 |
| 70756 | EVIDENT INC. | OPERATING SUPPLIES 55.87 |
| 70757 | FLEETPRIDE | TRUCK REPAIR 2,722.58 |
| 70758 | G & N ENTERPRISES | LAMPS 575.00 |
| 70759 | HAWKINS WATER TREATMENT | WATER CHEMICALS 3,230.36 |
| 70760 | INSTRUMENTAL RESEARCH INC | AUGUST WATER TESTING 252.00 |
| 70761 | MANSFIELD OIL COMPANY | FUEL 1,668.53 |
| 70762 | MARY SETTEM | TRIP REFUND 100.00 |
| 70763 | MTI DISTRIBUTING INC | OPERATING SUPPLIES 1,276.51 |
| 70764 | OFFICE DEPOT | OFFICE SUPPLIES 320.64 |
| 70765 | ON SITE SANITATION INC | RESTROOM RENTAL 70.00 |
| 70766 | REVOLUNTIONARY SPORTS | SUMMER SESSION CLASSES 2,424.03 |
| 70767 | RIVER CITY PLUMBING | PERMIT REFUND 48.00 |

CITY OF SPRING LAKE PARK
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GENERAL OPERATIONS

Date: Sept. 2021
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| <u>VENDOR</u> | <u>DESCRIPTION</u> | <u>AMOUNT</u> |
|---------------|---------------------------------|--|
| 70768 | THE CHICAGO TOUR COMPANY | CHICAGO TRIP 2,916.00 |
| 70769 | XCEL ENERGY | MONTHLY UTILITY 3,350.17 |
| 70770 | AMERITAS | PAYROLL 35.20 |
| 70771 | CENTRAL PENSION FUND | PAYROLL 1,040.04 |
| 70772 | DEARBORN LIFE INSURANCE COMPAI | PAYROLL 316.60 |
| 70773 | DELTA DENTAL | PAYROLL 1,457.78 |
| 70774 | L.E.L.S. | PAYROLL 285.75 |
| 70775 | LOCAL 49 | PAYROLL 105.00 |
| 70776 | MINNESOTA CHILD SUPPORT PAYMEI | PAYROLL 205.81 |
| 70777 | NCPERS GROUP LIFE INS | PAYROLL 48.00 |
| 70778 | PREFERREDONE INSURANCE CO | PAYROLL 15,075.38 |
| 70779 | AFTON HOUSE INN & AFTON CRUISE | RECREATION TOUR 231.00 |
| 70780 | ALLIED BLACKTOP | 2021 SEAL COAT PAYMENT 10,878.74 |
| 70781 | AMAZON CAPITAL SERVICES | OFFICE SUPPLIES 25.65 |
| 70782 | ANOKA COUNTY | PROPERTY TAX - 2ND HALF 2021 11,589.72 |
| 70783 | ASPEN MILLS | UNIFORM ALLOWANCE 319.09 |
| 70784 | CENTRAL RENTAL CO | EQUIPMENT RENTAL 371.73 |
| 70785 | CINTAS | OPERATING SUPPLIES 76.58 |
| 70786 | COMPUTER INTERGRATION TECHNOI | MONTHLY CONTRACT SERVICES 3,598.00 |
| 70787 | COON RAPIDS CHRYSLER | AUTO REPAIR/SERVICE 55.00 |
| 70788 | COORDINATED BUSINESS SYSTEMS I | MAINTENANCE AGREEMENT 949.53 |
| 70789 | COTTENS INC | AUTO REPAIR/SERVICE 150.11 |
| 70790 | DAVIS & STANTON | UNIFORM ALLOWANCE 44.00 |
| 70791 | ECM PUBLISHERS, INC. | PUBLIC HEARING NOTICES 220.38 |
| 70792 | EMERGENCY AUTOMOTIVE TECHNOL | AUTO REPAIR/SERVICES 185.24 |
| 70793 | HEARTLAND TIRE INC | AUTO REPAIR/SERVICES 148.00 |
| 70794 | INNOVATIVE OFFICE SOLUTIONS LLC | OFFICE SUPPLIES 543.22 |
| 70795 | KYLE TRAUTMANN | UMPIRE 175.00 |
| 70796 | KYLENE KNOBLAUCH | UMPIRE 150.00 |
| 70797 | LEAGUE OF MINNESOTA CITIES | MEMBERSHIP DUES 7,676.00 |
| 70798 | LISA MURPHY | MILEAGE REIMBURSEMENT/ UNIFORM ALLOWANCE 212.73 |
| 70799 | MIKE LYNCH | STARWATCH PARTY 300.00 |
| 70800 | MANSFIELD OIL COMPANY | FUEL 1,674.86 |
| 70801 | MARLENE NICKEL | TRIP REFUND 719.00 |
| 70802 | MURPHY CREATIVE DESIGN | POSTCARD DESIGN 135.00 |
| 70803 | OFFICE OF MN.IT SERVICES | MONTHLY FIBER OPTIC 44.60 |
| 70804 | ON SITE SANITATION INC | RESTROOM RENTAL 85.00 |
| 70805 | PITNEY BOWES | POSTAGE 417.98 |
| 70806 | PLUNKETT'S INC | PEST CONTROL 165.00 |
| 70807 | TERRY RANDALL | REIMBURSMENT 193.52 |
| 70808 | RILEY BUS SERVICE INC | BUS SERVICE 4,175.00 |

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

Date: Sept. 2021
Page: 4
Claim Res.#21-17

| <u>VOUCHER</u> | <u>VENDOR</u> | <u>DESCRIPTION</u> | <u>AMOUNT</u> |
|----------------|--------------------------------|----------------------------|-------------------|
| 70809 | SHRED-IT USA | MONTHLY SHREDDING | 127.97 |
| 70810 | STAPLES | OFFICE SUPPLIES | 17.79 |
| 70811 | TASC | COBRA PAYMENT | 30.08 |
| 70812 | THE HOME DEPOT CREDIT SERVICES | CREDIT CARD PAYMENT | 44.82 |
| 70813 | TOLL GAS & WELDING SUPPLY | CYLINDERS | 101.74 |
| 70814 | USS MINNESOTA ONE MT LLC | MONTHLY UTILITY | 14,919.91 |
| 70815 | VADIM MUNICIPAL SOFTWARE | AP CHECKS | 345.00 |
| 70816 | VARIDESK LLC | STANDING DESK | 495.00 |
| 70817 | VINCE NASH | UMPIRE | 75.00 |
| 70818 | WALTERS RECYCLING REFUSE SERV | MONTHLY GARBAGE & ORGANICS | 524.17 |
| 70705 | DIANE MARY SETTUM | VOID | VOID |
| 70713 | GREA TWEST | VOID | VOID |
| | | TOTAL DISBURSEMENTS | 265,172.40 |



Stantec Consulting Services Inc.
733 Marquette Avenue, Suite 1000
Minneapolis, MN 55402
Tel: (612) 712-2000

October 12, 2021

Mr. Daniel Buchholtz, Administrator
City of Spring Lake Park
1301 81st Avenue NE
Spring Lake Park, MN 55432

Re: 2020 Utility Improvements for 525 Osborne Project
Project No. 193805012
Contractor's Request for Payment No. 4-FINAL

Dear Dan:

Attached for city approval is Contractor's Request for Payment No. 4-FINAL for the 2020 Utility Improvements for 525 Osborne Project. The prime Contractor on this project was New Look Contracting from Rogers.

This request includes a release of the project retainage and some minor final payment quantity adjustments based on final documentation submitted by the Contractor. This request also includes a negotiated sum deduct to cover irrigation system repair on the Spring Crest Estates property. The final project construction amount is approximately 5% less than the original bid amount because some contingency items in the bid were not necessary.

We have reviewed the contractor's payment request and found it to be in order. We recommend approval. **If the City wishes to approve this request, then payment should be made to New Look Contracting in the amount of \$8,508.71.** With approval of this payment, the city will be formally accepting the improvements subject the warranty conditions of the Contract.

Final project close-out documents (IC-134 forms and lien waivers) have been sent to your attention separately. Please execute the payment request documents. Keep one copy for your records, forward a copy to New Look Contracting and return one copy to me. Feel free to contact me if you have any questions.

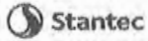
Regards,
STANTEC

A handwritten signature in black ink that reads "Phil Gravel".

Phil Gravel
City Engineer

Enclosures

cc: Terry Randall, Public Works Director



| | |
|--|---------------------|
| Owner: City of Spring Lake Park, 1301 81st Ave. NE, Spring Lake Park, MN 55432 | Date: June 3, 2021 |
| For Period: 3/10/2021 to 6/3/2021 | Request No: 4/FINAL |
| Contractor: New Look Contracting, 14045 Northdale Blvd., Rogers, MN 55376 | |

CONTRACTOR'S REQUEST FOR PAYMENT
 SLP 2020 UTILITY IMPROVEMENTS FOR 525 OSBORNE PROJECT
 STANTEC PROJECT NO. 193805012

SUMMARY

| | | | | |
|----|---|----------------|-------------|------------------------|
| 1 | Original Contract Amount | | \$ | <u>302,555.00</u> |
| 2 | Change Order - Addition | \$ | <u>0.00</u> | |
| 3 | Change Order - Deduction | \$ | <u>0.00</u> | |
| 4 | Revised Contract Amount | | \$ | <u>302,555.00</u> |
| 5 | Value Completed to Date | | \$ | <u>287,755.00</u> |
| 6 | Material on Hand | | \$ | <u>0.00</u> |
| 7 | Amount Earned | | \$ | <u>287,755.00</u> |
| 8 | Less Retainage 0% | | \$ | <u>0.00</u> |
| 9 | Subtotal | | \$ | <u>287,755.00</u> |
| 10 | Less Amount Paid Previously | | \$ | <u>278,446.26</u> |
| 11 | Liquidated damages - | | \$ | <u>0.00</u> |
| 12 | AMOUNT DUE THIS REQUEST FOR PAYMENT NO. | <u>4/FINAL</u> | \$ | <u><u>9,308.74</u></u> |

Less \$800 for irrigation repair (800.00)

Net final payment due **\$8,508.71**

Recommended for Approval by:
STANTEC

Phil Gravel 10-12-21

Approved by Contractor:
NEW LOOK CONTRACTING

Chad Hamann 6/9/2021

Approved by Owner:
CITY OF SPRING LAKE PARK

Specified Contract Completion Date:

Date:

| No. | Item | Unit | Contract Quantity | Unit Price | Current Quantity | Quantity to Date | Amount to Date |
|--|--|------|----------------------|---------------|---------------------|---------------------|---------------------|
| BASE BID | | | | | | | |
| 1 | MOBILIZATION | LS | 1 | 55000.00 | | 1 | \$55,000.00 |
| 2 | TRAFFIC CONTROL | LS | 1 | 2300.00 | | 1 | \$2,300.00 |
| 3 | EROSION AND SEDIMENT CONTROL | LS | 1 | 3500.00 | | 1 | \$3,500.00 |
| 4 | CLEARING AND GRUBBING - STORM | EA | 5 | 650.00 | | 4 | \$2,600.00 |
| 5 | SALVAGE AND REINSTALL FENCE | LF | 30 | 55.00 | | | \$0.00 |
| 6 | REMOVE BITUMINOUS PAVEMENT (INCLUDES SAWCUTS) | SF | 2130 | 2.50 | 82 | 3162 | \$7,905.00 |
| 7 | REMOVE CONCRETE CURB (INCLUDES SAWCUTS) | LF | 120 | 6.00 | | 130 | \$780.00 |
| 8 | REMOVE CONCRETE SIDEWALK (INCLUDES SAWCUTS) | SF | 150 | 3.00 | | 295 | \$885.00 |
| 9 | 4' DIAMETER STORM SEWER MH-1, INCL. CSTG AND ADJ RINGS | EA | 1 | 3500.00 | | 1 | \$3,500.00 |
| 10 | 4' DIAMETER STORM SEWER CBMH-2, INCL. CSTG AND ADJ RINGS | EA | 1 | 3400.00 | | 1 | \$3,400.00 |
| 11 | 4' DIAMETER STORM SEWER MH-3, INCL. CSTG AND ADJ RINGS | EA | 1 | 3400.00 | | 1 | \$3,400.00 |
| 12 | 15" RC PIPE SEWER DESIGN 3006 CLASS V | LF | 374 | 65.00 | | 370 | \$24,050.00 |
| 13 | TOPSOIL BORROW (LV) | CY | 250 | 35.00 | | | \$0.00 |
| 14 | SOD - TYPE LAWN | SY | 1200 | 14.00 | | | \$0.00 |
| 15 | B618 CONCRETE CURB AND GUTTER | LF | 120 | 41.00 | | 130 | \$5,330.00 |
| 16 | 4" CONCRETE SIDEWALK WITH BASE | SF | 150 | 14.00 | | 295 | \$4,130.00 |
| 17 | BITUMINOUS PARKING LOT PATCH (with 4" BIT. & 8" CLASS 5) | SF | 1030 | 6.00 | 82 | 2382 | \$14,292.00 |
| 18 | BITUMINOUS STREET PATCH (with 6" BIT. & 12" CLASS 5) | SF | 1100 | 8.00 | | 780 | \$6,240.00 |
| 19 | SEEDING | LS | 1 | 1500.00 | | 1 | \$1,500.00 |
| | TOTAL BASE BID | | | | | | \$138,812.00 |
| ALTERNATE B - DIRECTIONAL DRILL WATER MAIN: | | | | | | | |
| 36 | CLEARING AND GRUBBING - DRILL WATER MAIN | EA | 2 | 550.00 | | 2 | \$1,100.00 |
| 37 | POTHOLE EXISTING SEWER SERVICE | EA | 2 | 700.00 | | 2 | \$1,400.00 |
| 38 | REMOVE BITUMINOUS PAVEMENT (INCLUDES SAWCUTS) | SF | 1700 | 2.50 | | 2950 | \$7,375.00 |
| 39 | REMOVE CONCRETE CURB (INCLUDES SAWCUTS) | LF | 230 | 6.00 | | 216 | \$1,296.00 |
| 40 | MISCELLANEOUS WATER MAIN REMOVAL AND ABANDONMENT | LS | 1 | 760.00 | | 1 | \$760.00 |
| 41 | 6" PVC C900 DR 18 WATER MAIN, OPEN CUT | LF | 325 | 30.00 | | 140 | \$4,200.00 |
| 42 | 6" PVC C900 DR 18 WATER MAIN, DIRECTIONAL DRILLED | LF | 725 | 60.00 | | 830 | \$49,800.00 |
| 43 | 6" GATE VALVE & BOX | EA | 9 | 2200.00 | | 9 | \$19,800.00 |
| 44 | 5" HYDRANT | EA | 4 | 5000.00 | | 4 | \$20,000.00 |
| 45 | 1" WATER SERVICE, TYPE K COPPER | LF | 50 | 31.00 | | 40 | \$1,240.00 |
| 46 | 1" CURB STOP & BOX | EA | 2 | 400.00 | | 1 | \$400.00 |
| 47 | 1" CORPORATION STOP | EA | 4 | 350.00 | | 2 | \$700.00 |
| 48 | DIP WATER MAIN FITTINGS | LB | 900 | 7.50 | | 900 | \$6,750.00 |
| 49 | CONNECT TO EXISTING WATER MAIN | EA | 6 | 1200.00 | | 5 | \$6,000.00 |
| 50 | CONNECT TO EXISTING WATER SERVICE | EA | 4 | 425.00 | | 2 | \$850.00 |
| 51 | B618 CONCRETE CURB AND GUTTER | LF | 230 | 42.00 | | 216 | \$9,072.00 |
| 52 | BITUMINOUS PARKING LOT PATCH (with 4" BIT. & 8" CLASS 5) | SF | 1700 | 6.00 | | 2950 | \$17,700.00 |
| 53 | SOD - TYPE LAWN | SY | 500 | 14.00 | | | \$0.00 |
| 54 | SEEDING | LS | 1 | 500.00 | | 1 | \$500.00 |
| | TOTAL ALTERNATE B - DIRECTIONAL DRILL WATER MAIN | | | | | | \$148,943.00 |
| | TOTAL BASE BID | | | | | | \$138,812.00 |
| | TOTAL ALTERNATE B - DIRECTIONAL DRILL WATER MAIN | | | | | | \$148,943.00 |
| | WORK COMPLETED TO DATE: | | | | | | \$287,755.00 |

PROJECT PAYMENT STATUS

OWNER CITY OF SPRING LAKE PARK
 STANTEC PROJECT NO. 193805012
 CONTRACTOR NEW LOOK CONTRACTING

CHANGE ORDERS

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

PAYMENT SUMMARY

| No. | From | To | Payment | Retainage | Completed |
|---------|------------|------------|------------|-----------|------------|
| 1 | 09/01/2020 | 10/23/2020 | 195,595.50 | 10,294.50 | 205,890.00 |
| 2 | 10/24/2020 | 11/30/2020 | 73,547.10 | 14,165.40 | 283,308.00 |
| 3 | 12/01/2020 | 03/09/2021 | 9,303.66 | 8,611.74 | 287,058.00 |
| 4/FINAL | 03/10/2021 | 06/03/2021 | 9,308.74 | | 287,755.00 |

Material on Hand

| | | | | |
|-----------------------|---------|--------------|-------------------|--------------|
| Total Payment to Date | | \$287,755.00 | Original Contract | \$302,555.00 |
| Retainage Pay No. | 4/FINAL | | Change Orders | |
| Total Amount Earned | | \$287,755.00 | Revised Contract | \$302,555.00 |



Stantec Consulting Services Inc.
733 Marquette Avenue, Suite 1000
Minneapolis, MN 55402
Tel: (612) 712-2000

October 11, 2021

Mr. Daniel Buchholtz, Administrator
City of Spring Lake Park
1301 81st Avenue NE
Spring Lake Park, MN 55432

Re: 2021 Seal Coat Project
Project No. 193805205
Contractor's Request for Payment No. 3-FINAL

Dear Dan:

Attached for city approval is Contractor's Request for Payment No. 3-FINAL for the 2021 Seal Coat Project. The prime Contractor on this project is Allied Blacktop Company.

This request simply releases the 5% retainage that has been held pending contractor submittal of close-out documents. Copies of the close-out documents (IC-134 forms and lien waiver) are attached to the payment request.

The final project cost is about 15% less than the original bid amount because the amount of crack repair material that was used was less than anticipated.

We have reviewed the contractor's payment request and found it to be in order. We recommend approval. **If the City wishes to approve this request, then payment should be made to Allied Blacktop in the amount of \$4,049.85.** With approval of this payment, the city will be formally accepting the improvements subject to the warranty conditions of the Contract.

Please execute the payment request documents. Keep one copy for your records, forward a copy to Allied Blacktop, and return one copy to me.

Feel free to contact me if you have any questions.

Regards,
STANTEC

A handwritten signature in black ink that reads "Phil Gravel".

Phil Gravel
City Engineer

Enclosures

cc: Terry Randall, Public Works Director



| | |
|---|------------------------|
| Owner: City of Spring Lake Park, 1301 j81st Ave. NE, Spring Lake Park, MN 55432 | Date: October 11, 2021 |
| For Period: 9/10/2021 to 10/11/2021 | Request No: 3/FINAL |
| Contractor: Allied Blacktop Company, 10503 89th Ave. N., Maple Grove, MN 55369 | |

CONTRACTOR'S REQUEST FOR PAYMENT
 SPRING LAKE PARK 2021 SEAL COAT PROJECT
 STANTEC PROJECT NO. 193505205

SUMMARY

| | | | | |
|----|--|----|-------------|------------------------|
| 1 | Original Contract Amount | | \$ | <u>95,190.00</u> |
| 2 | Change Order - Addition | \$ | <u>0.00</u> | |
| 3 | Change Order - Deduction | \$ | <u>0.00</u> | |
| 4 | Revised Contract Amount | | \$ | <u>95,190.00</u> |
| 5 | Value Completed to Date | | \$ | <u>80,997.06</u> |
| 6 | Material on Hand | | \$ | <u>0.00</u> |
| 7 | Amount Earned | | \$ | <u>80,997.06</u> |
| 8 | Less Retainage 0% | | \$ | <u>0.00</u> |
| 9 | Subtotal | | \$ | <u>80,997.06</u> |
| 10 | Less Amount Paid Previously | | \$ | <u>76,947.21</u> |
| 11 | Liquidated damages - | | \$ | <u>0.00</u> |
| 12 | AMOUNT DUE THIS REQUEST FOR PAYMENT NO. <u>3/FINAL</u> | | \$ | <u><u>4,049.85</u></u> |

Recommended for Approval by:
STANTEC


 10-11-21

Approved by Contractor:
ALLIED BLACKTOP COMPANY



Approved by Owner:
CITY OF SPRING LAKE PARK

Specified Contract Completion Date:

Date:

| No. | Item | Unit | Contract Quantity | Unit Price | Current Quantity | Quantity to Date | Amount to Date |
|---|--|------|----------------------|---------------|---------------------|---------------------|---------------------------|
| BASE BID - 2021 SEAL COAT PROJECT: | | | | | | | |
| 1 | MOBILIZATION AND TRAFFIC CONTROL | LS | 1 | 8000.00 | | 1 | \$8,000.00 |
| 2 | ROUTE AND SEAL CRACK REPAIR | LBS | 6500 | 0.35 | | 1313 | \$459.55 |
| 3 | CLEAN AND SEAL CRACK REPAIR | LBS | 6500 | 0.35 | | 3062 | \$1,071.70 |
| 4 | SEAL COAT AGGREGATE, FA-2 (MOD) | TN | 625 | 1.00 | | 396 | \$396.00 |
| 5 | BITUMINOUS MATERIAL FOR SEAL COAT, CRS-2 | GAL | 16200 | 4.30 | | 14795 | \$63,618.50 |
| 6 | 4" DOUBLE SOLID LINE, YELLOW PAINT | LF | 72000 | 0.12 | | 37372 | \$4,484.64 |
| 7 | 4" SOLID LINE, WHITE PAINT | LF | 40000 | 0.07 | | 42381 | \$2,966.67 |
| 8 | 4" SOLID LINE, YELLOW PAINT (PARKING LOT) | LF | 200 | 0.70 | | | \$0.00 |
| 9 | LT., RT., or THRU ARROW PVMT. MARKING, WHITE PAINT | EA | 4 | 100.00 | | | \$0.00 |
| 10 | "ONLY" PAVEMENT MARKING, WHITE PAINT | EA | 3 | 125.00 | | | \$0.00 |
| 11 | "ONLY" PAVEMENT MARKING, WHITE PAINT | EA | 2 | 0.00 | | | \$0.00 |
| TOTAL BASE BID - 2021 SEAL COAT PROJECT: | | | | | | | <u>\$80,997.06</u> |
| TOTAL BASE BID - 2021 SEAL COAT PROJECT | | | | | | | <u>\$80,997.06</u> |
| WORK COMPLETED TO DATE: | | | | | | | <u>\$80,997.06</u> |

PROJECT PAYMENT STATUS

OWNER CITY OF SPRING LAKE PARK
STANTEC PROJECT NO. 193505205
CONTRACTOR ALLIED BLACKTOP COMPANY

CHANGE ORDERS

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

PAYMENT SUMMARY

| No. | From | To | Payment | Retainage | Completed |
|---------|------------|------------|-----------|-----------|-----------|
| 1 | 05/01/2021 | 06/28/2021 | 66,068.47 | 3,477.28 | 69,545.75 |
| 2 | 06/29/2021 | 08/09/2021 | 10,878.74 | 4,049.85 | 80,997.06 |
| 3/FINAL | 08/10/2021 | 10/11/2021 | 4,049.85 | | 80,997.06 |

Material on Hand

| | | | | |
|-----------------------|---------|-------------|-------------------|-------------|
| Total Payment to Date | | \$80,997.06 | Original Contract | \$95,190.00 |
| Retainage Pay No. | 3/FINAL | | Change Orders | |
| Total Amount Earned | | \$80,997.06 | Revised Contract | \$95,190.00 |



Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

| | |
|----------------------------|-------------------------|
| Confirmation Number: | 1-522-789-536 |
| Submitted Date and Time: | 12-Oct-2021 10:29:08 AM |
| Legal Name: | ALLIED BLACKTOP COMPANY |
| Federal Employer ID: | 41-0827871 |
| User Who Submitted: | N10503 |
| Type of Request Submitted: | Contractor Affidavit |

Affidavit Summary

| | |
|--------------------------|--|
| Affidavit Number: | 1199771648 |
| Minnesota ID: | 8606387 |
| Project Owner: | CITY OF SPRING LAKE PARK |
| Project Number: | 2021 SEAL COAT PROJECT STANTEC 193505205 |
| Project Begin Date: | 01-Jun-2021 |
| Project End Date: | 05-Aug-2021 |
| Project Location: | VARIOUS ROADS AND STREETS |
| Project Amount: | \$80,997.06 |

Subcontractor Summary

| Name | ID | Affidavit Number |
|-------------------------|---------|------------------|
| AAA STRIPING SERVICE CO | 6290097 | 1518211072 |

Important Messages

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

Contact Us

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

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



Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

| | |
|----------------------------|-------------------------|
| Confirmation Number: | 1-666-194-592 |
| Submitted Date and Time: | 12-Oct-2021 9:03:00 AM |
| Legal Name: | AAA STRIPING SERVICE CO |
| Federal Employer ID: | 41-0997871 |
| User Who Submitted: | Ann Eisenpeter |
| Type of Request Submitted: | Contractor Affidavit |

Affidavit Summary

| | |
|---------------------|---------------------------------|
| Affidavit Number: | 1518211072 |
| Minnesota ID: | 6290097 |
| Project Owner: | CITY OF SPRING LAKE PARK |
| Project Number: | 193505205 |
| Project Begin Date: | 09-Aug-2021 |
| Project End Date: | 09-Aug-2021 |
| Project Location: | 2021 SEAL COAT SPRING LAKE PARK |
| Project Amount: | \$7,759.00 |
| Subcontractors: | No Subcontractors |

Important Messages

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

Contact Us

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

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

RECEIPT AND WAIVER OF MECHANICS LIEN RIGHTS

The undersigned hereby acknowledges that upon payment in full from Allied Blacktop Company, for striping services purchased from the undersigned delivered or furnished to (or performed at) City of Spring Lake Park, MN and for value received hereby waives those rights which may have been acquired by the undersigned to file mechanics liens against said premises on account of the above described labor and/or materials delivered and furnished by the undersigned, to the extent only of the amount of the aforesaid payment: and the undersigned hereby expressly reserves the right to assert, without prejudice to it's heretofore existing priority, mechanics lien rights against said premises for labor and/or materials delivered and/or furnished to said premises payment for which is not included in the aforesaid payment.

Dated this 12th day of October, 2021.

By: Ann Elsenperts

Title: Treasurer

AAA Striping Service Co.
12220 43rd Street NE
St. Michael, MN 55376
(763) 428-4322

Corbin Peterson

[REDACTED]
October 4, 2021

Josh Antoine
Chief
Spring Lake Park Police Department
1301 81st Ave NE
Spring Lake Park, MN 55432

Dear Chief Antoine,

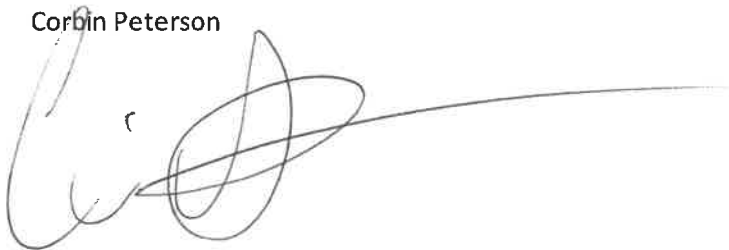
It is with regret that I tender my resignation from the Spring Lake Park Police Department as of October 4, 2021.

It has truly been an honor to work for this great department and I am very grateful for the opportunity. I have decided after deep consideration that this career choice is not right for me. I would like to thank you for giving me this chance and for supporting me throughout this entire process.

It was a privilege and honor getting to know you and all the other officers and staff working for the Spring Lake Park Police Department.

Sincerely,

Corbin Peterson

A handwritten signature in black ink, appearing to be 'Corbin Peterson', with a long horizontal line extending to the right.

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

Contractor's Licenses

October 18, 2021

Blacktopping Contractor

Aurora Asphalt and Concrete

Concrete Contractor

Aurora Asphalt and Concrete

Dodge Concrete

General Contractor

Hunerberg Construction Company

Mechanical Contractor

North Air Heating and Cooling

Plumbing Contractor

Elk Ridge Plumbing

Sign Contractor

Leroy Signs, Inc.

Signs Now



Police Report

September 2021

Submitted for Council Meeting October 18, 2021

The Spring Lake Park Police Department responded to Seven hundred thirty calls for service for the month of September 2021. This is compared to responding to five hundred and seventy- five calls for service in September of 2020.

With the promotion of Sgt. Kramer our new School Resource Officer, Officer Imig has provided his first report for the school year and the city council. Officer Imig was assisted by Sgt. Kramer in the month of September for training purposes. Officer Imig is very excited to be in our schools and is eagerly awaiting new experiences that this position will provide. For the month of September 2021, Officer Imig reports handling twenty-two calls for service, twelve student contacts, twenty-four escorts and twenty-one follow up investigations into school related incidents. Cases are up in 2021 due to the school year being scaled back in 2020 during the COVID-19 restrictions.

Prior to Officer Imig taking over Sgt. Kramer reported having a meet and greet with new students as well as a meeting with Principal Boucher and Chief Antoine. For further details, see Officer Imig's attached report.

Investigator Bennek reports handling a total of 30 cases for the month of September 2021. Twenty-eight of these cases were felonies, one gross misdemeanor and one misdemeanor case. Investigator Bennek also continues to monitor four forfeiture cases and is attempting to bring all cases to a conclusion as soon as possible.

Investigator Bennek noted he has had a busy month with follow up investigations to the DALA Thai shooting/homicide as well as a burglary and theft of motor vehicles at Perfect 10 Auto. For further details, see Investigator Bennek's attached report.

The Spring Lake Park Police Department Administrative Office Staff continues to stay busy with their daily duties along with attending trainings throughout the month and assisting me in daily operations. They remain a vital part of the daily operations of the police department.

The month of September has been a busy month for myself as well, besides handling the day to day operations of the police department, I continued to coordinate the hiring process for our two open police officer positions and finished the Sgt. promotion process. I also attended several meetings and trainings throughout the month of September including the Anoka County Chiefs of Police meeting and the Hwy 65 corridor project hosted by the City of Blaine.

This will conclude my report for the month of September 2021.

Are there any questions?



Investigator
Tony Bennek

Spring Lake Park Police Department Investigations Monthly Report

September 2021

Total Case Load

Case Load by Level of Offense: 30

| | |
|-------------------|----|
| Felony | 28 |
| Gross Misdemeanor | 1 |
| Misdemeanor | 1 |

Case Dispositions:

| | |
|--------------------------|----|
| County Attorney | 28 |
| Juvenile County Attorney | 0 |
| City Attorney | 2 |
| Forward to Other Agency | 0 |
| SLP Liaison | 0 |
| Carried Over | 0 |
| Unfounded | 0 |
| Exceptionally Cleared | 0 |
| Closed/Inactive | 0 |

Forfeitures:

| | |
|--------------------|---|
| Active Forfeitures | 4 |
| Forfeitures Closed | 1 |

Spring Lake Park Police / School Resource Officer Report

September 2021

| Incidents by School Location | Reports (ICRs) | Student Contacts* | Escorts/Other | Follow Up Inv. |
|---|----------------|-------------------|---------------|----------------|
| Spring Lake Park High School | 15 | 12 | 24 | 21 |
| Discovery Days (pre-school) | | | | |
| Lighthouse School | | | | |
| Park Terrace Elementary School | | | | |
| District Office | | | | |
| Able and Terrace Parks (School Related) | | | | |
| School Related | | | | |
| Miscellaneous Locations | 7 | | | |
| Totals: | 22 | 12 | 24 | 21 |

*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 | 4 |
| Students charged with other crimes | 6 |
| Non-students Charged | |
| Warrant Arrests | 1 |
| Miscellaneous reports | 11 |

Parks and Recreation Report for the Month of September

Activities which were offered in September included youth soccer, adult programs in pickleball, Yoga, Zumba Gold, Mature Driver Refresher Course, painting, crocheting, knitting, online classes on Facebook Social Media and Snapchat. The international travel show was held on September 21 – tours offered in 2022 include tours to Ireland and Paris.

The fall adult-co-rec softball program had 10 teams consisting of 174 players. They ended their season with a weekend tournament on September 24 and 25.

I attended the Parks and Recreation Commission meeting on September 8. The commission discussed the upcoming Free Family Event Turkey Shoot which will be held on Thursday, November 16 between 6:00-7:30pm at Park Terrace Elementary School Gym. Pre-registration is requested this year. The Commission also discussed the Park Master Plan and reviewed two options for each park. Commissioners' suggestions were then shared with the architecture firm WSB for the Final Draft.

The staff completed the November-December program catalog which will be mailed to residents the week of October 12th.

During the month of September, I attended the following meetings and special event programs:

- Lions Fall Kick Off Evening Meeting, September 2nd

- City Council Meeting

- Website Training

- Adult Softball Tournament September 24 & 25

- Hy Vee Manager meeting

Recreation Programmer, Wesley Goldberg, met with area city recreation departments to develop co-sponsored programs in pickleball, indoor volleyball and E sports. He is working with the cities of New Brighton, Fridley and Blaine. Recreation Programmer, Jamie Cassidy, will led his first extended tour October 14-18 and will present upcoming tours at the fall travel show on November 8 at 10:00am here at city hall.

The SLP Lions Club will be holding their annual Halloween Trunk or Treat for children on Sunday, Oct 31st beginning at 6:00 pm.at Sanburnol Park. The Lions pancake breakfast will also be held on Sunday, October 31 at the SLP HS from 8am – noon. A free will offering will get you an all you can eat breakfast of pancakes, French toast, scrambled eggs, sausage, and beverage. There will also be face painting, craft and bake sale, community information booths and the wellness van for free health checks.

Registration is still open to register your child (Grades K -3) for the annual Youth Co-Rec Basketball Clinic held on Nov. 2 & 6 at Spring Lake Park High School.

This concludes the Parks and Recreation Report for September.

SPRING LAKE PARK RECREATION

NOV.-DEC. 2021 Activity Catalog



Family Events
Youth Dance
Youth Activities
Youth Field Trips
Enrichment Classes
Fitness Classes
Senior Programs
Trips & Tours
School Break Events
Community Events



Spring Lake Park Recreation
1301 81st Avenue NE, Spring Lake Park, MN 55432
Hours: Monday - Friday, 8:00am - 4:30pm
763-792-7201 - recinfo@slpmn.org

Scan here to
register for
programs!



How to Register

Online

Visit our website at slprec.org and click the "Registration" tab. Payment is due at time of registration. If you need help setting up an account, call 763-792-7201.

In Person or Via USPS Mail

To register, bring or mail your Registration Form to 1301 81st Avenue NE, Spring Lake Park, 8:00am - 4:30pm, Monday through Friday. (An "after hours" drop box is located in the City Hall foyer and is open 24/7.)

Over The Phone

Call us at 763-792-7201 between 8:00am and 4:30pm, Monday - Friday, and we'll register you. Payment is due at time of registration.

Address: Spring Lake Park - Parks & Recreation
1301 81st Ave NE, Spring Lake Park, MN 55432
Office Hours: 8:00am - 4:30pm, Monday - Friday

Phone: 763-792-7201

Email: recinfo@slpmn.org

COVID-19

Programs in this catalog are subject to change or cancellation due to COVID-19. If you are not feeling well or have been exposed to COVID-19, please stay home. MASKS AND PROOF OF VACCINATION ARE REQUIRED AT ALL THEATER/MUSIC VENUES. **We will send out current guideline information to participants before the start of each program.**

Employment

Skating Rink / Warming House Attendant

This is a temporary/seasonal position that oversees patron activities at our outdoor skating rinks and warming house. Flexible and part-time hours available from December - February.

Applications are due by December 1st. Ages 18+.

Enrichment & Workshop Instructors

Do you have a special skill or knowledge? Share it with us! To propose a class or workshop, please email recinfo@slpmn.org.

Skating Rink / Warming House

Able Park

Able park is located at 8200 Able Street. It has a skating rink, a hockey rink, and a warming house. The warming house will be open from December 27 - February 21, weather permitting. Rinks are lit from dusk until 10:00pm.

Able Park Warming House Hours

Thursdays & Fridays: 4:00pm - 8:00pm

Saturdays: Noon - 8:00pm

Sundays: Noon - 6:00pm

Winter School Break Extended Hours: Noon - 8:00pm (December 29-31)

Rental Skates

Able Park has a limited supply of skates available for free rental. Bring your own socks. If you'd like to donate your skates, bring them to SLP City Hall.

Terrace Park

Terrace Park is located at 79th Avenue & Terrace Road and has a hockey rink with lights until 10:00pm. There is not a warming house at Terrace Park.

Sanburnol Park

Sanburnol Park is located at 520 Sanburnol Drive and has a general ice-skating rink without lights. There is not a warming house at Sanburnol Park.

Hours may be modified based on attendance and conditions.

Weather & Ice Maintenance

Rink Closures & Inclement Weather Guidelines

While the guidelines below are generally the criteria which will be followed to determine outdoor rink and warming house closures, we reserve the right to close rinks whenever we feel it is in the best interest and safety of the participants.

All regularly scheduled rinks and lights will remain open unless:

1. The air temperature is -10 degrees or below.
2. The wind chill factor is -20 degrees or below.
3. Unusually warm temperature has softened the ice, making the rinks unsafe for skating.
4. We received a snowfall of more than two inches. This could delay cleaning the rinks and opening the building.



Turkey Shoot - Free Family Event (All Ages)

Bring the family for a fun evening of low-key competition as parent and child team up to try winning their Thanksgiving turkey gift card. Each team, consisting of one parent and one child will compete in each of the following events: basketball free throw, football pass, floor hockey shoot, soccer kick, and Frisbee toss. Total scores from these events will determine the winning teams in three different age categories.



Event takes approximately 35 minutes. **Preregistration Required.**

Location: Park Terrace Elementary School Gym

| Day(s) | Date(s) | Time | Fee | Deadline |
|----------|---------|---------------|-------|----------|
| Thursday | Nov. 18 | 6:00 - 7:30pm | Free! | Nov. 15 |

NORTH METRO ESPORTS LEAGUE

Coming soon to a gaming system near you... the North Metro Esports League!! Spring Lake Park, along with a number of other north metro cities, have partnered with the esports company GLeagues to bring a fun, safe online gaming experience to players of all ages.



Purchase a Season Pass and gain access to all of our different league options for an 8-week long season.

| Registration Opens | Start Dates | Fee | Deadline |
|--------------------|----------------|------|--------------|
| Week of Oct 25 | Week of Jan 24 | \$40 | Jan 10, 2022 |

2022 POLAR TREK CHALLENGE

Do you laugh in the face of frigid winter weather? Take on the Polar Trek Challenge!! Test yourself to complete the total distance of one of three options: Trek to North Branch (45 miles), Trek to Hinckley (81 miles), or Trek to Duluth (154 miles). You can choose to walk, jog, run, bike, snowshoe, or cross-country ski. Receive prizes based on how far you trek.



| Registration Opens | Date(s) | Fee | Deadline |
|--------------------|----------------|--------|-------------|
| Mon, Nov 29 | Jan 3 - Apr 29 | Varies | Feb 4, 2022 |

RevSports Soccer (Ages 2 - 8)

Learn the fundamentals of soccer.
(No class Nov 25)

Location: Westwood Middle School - East Gym

TotStars (Ages 2-3, Parent/Child):
5:30 - 5:55pm

KinderStars (Ages 4-6, Parent Involved): 6:00 - 6:40pm

MiniStars (Ages 5-8): 6:45 - 7:25pm



| Day(s) | Date(s) | Time | Fee | Deadline |
|-----------|------------------|-----------|------|----------|
| Thursdays | Oct. 28 - Dec. 2 | See Above | \$49 | Oct. 18 |

Glow-in-the-Dark Art Camp (Ages 4 - 9)

We will be working with a variety of different art supplies including clay, paint and other luminescent materials to create masterpieces your child will be ready to show off in the dark!



Location: Able Park Building

| Day(s) | Date(s) | Time | Fee | Deadline |
|------------|--------------|------------------|------|----------|
| Mon & Tues | Dec. 27 & 28 | 9:00am - 12:00pm | \$67 | Dec. 20 |

RevSports Basketball (Ages 4 - 11)

Learn the fundamentals of basketball. (No class Nov 25)

Location: Westwood Middle School - West Gym

KinderStars (Ages 4-6, Parent Involved): 5:15 - 5:55pm

MiniStars (Ages 5-8): 6:00 - 6:40pm

SkillStars (Ages 8-11): 6:45 - 7:25pm



| Day(s) | Date(s) | Time | Fee | Deadline |
|-----------|------------------|-----------|------|----------|
| Thursdays | Oct. 28 - Dec. 2 | See Above | \$49 | Oct. 18 |

Grand Slam Outing (Ages 6 - 12)

Get ready for a day filled with high paced games, activities, and fun! We'll be heading to Grand Slam to play mini golf, laser tag, arcade games, drive bumper cars, run the obstacle course, and more!



Location: Drop off and Pick up at Hayes Elementary (Includes Transportation)

| Day(s) | Date(s) | Time | Fee | Deadline |
|---------|---------|-----------------|------|----------|
| Tuesday | Dec. 28 | 9:00am - 4:00pm | \$40 | Dec. 21 |

Youth Co-Rec Basketball Clinic (Grades K - 3)

This popular clinic will teach the fundamentals of basketball. This is the 21st year this program has been lead by high school coaches Grant Guzy & Randy Eatherton. Emphasis will be on learning to shoot, dribble, and pass. Includes a T-Shirt!



Location: Spring Lake Park High School Aux Gym, Door #6

| Day(s) | Date(s) | Time | Fee | Deadline |
|-----------|--------------|-----------------|------|----------|
| Saturdays | Nov. 13 & 20 | 10:00 - 11:30am | \$39 | Nov. 5 |

Conquer Ninja Gym Outing (Ages 6 - 12)

Join us at Conquer Ninja Gym to have your child test their abilities as a ninja!! Kids will be supervised and instructed by Conquer Ninja Gym staff on the proper usage of equipment and to engage the kids in fun activities.



Location: Drop off/Pick up at Conquer Ninja Gym

| Day(s) | Date(s) | Time | Fee | Deadline |
|-----------|---------|---------------|------|----------|
| Wednesday | Dec. 29 | 1:15 - 3:30pm | \$16 | Dec. 22 |

Mini Dance Team (Ages 4 - 7)

Dancers will combine jazz, hip-hop and drill team styles into a fun and upbeat routine! Poms will be provided. Join us for games, crafts, & fun!

Location: QC Dance Studio



| Day(s) | Date(s) | Time | Fee | Deadline |
|----------|---------|----------------|------|----------|
| Saturday | Nov. 20 | 10:30am - Noon | \$30 | Nov. 15 |

Wirth Park Tubing Outing (Ages 6 - 12)

Join us for a day of excitement and adventure! We'll start out the day at the Loppet Foundation Tubing Hill. After that, we'll head back to Hayes Elementary to continue the outdoor fun with a variety of winter activities!



Location: Drop off & Pick up at Hayes Elementary (Includes Transportation)

| Day(s) | Date(s) | Time | Fee | Deadline |
|----------|---------|-----------------|------|----------|
| Thursday | Dec. 30 | 9:00am - 4:00pm | \$40 | Dec. 23 |

Holiday Gift Making (Ages 5 - 12)

This is your child's chance to create hand-crafted gifts just in time for the holiday season! Great gifts for mom, dad, grandma, grandpa and of course that favorite teacher. (no class Nov 23)



Location: Able Park Building

| Day(s) | Date(s) | Time | Fee | Deadline |
|----------|-------------------|---------------|------|----------|
| Tuesdays | Nov. 16 - Dec. 14 | 6:00 - 7:00pm | \$53 | Nov. 9 |

Red Cross Babysitters Course (Ages 11 - 17)

This one day course is offered to participants who wish to learn child care skills. Our certified Red Cross Instructor will teach students basic childcare, child development, accident prevention, first aid skills, and more. *Bring a peanut-free bag lunch.*



Location: Spring Lake Park City Hall

| Day(s) | Date(s) | Time | Fee | Deadline |
|----------|---------|-----------------|------|----------|
| Saturday | Dec. 11 | 9:00am - 3:30pm | \$58 | Dec. 4 |

Princess Christmas Ball (Ages 4-8)

Please join us for a royal winter occasion! Dance along to all your favorites princess songs, while making a princess inspired craft! Dancers are encouraged to wear their favorite princess dress/ball gown to this special camp!



Location: QC Dance Studio

| Day(s) | Date(s) | Time | Fee | Deadline |
|----------|---------|----------------|------|----------|
| Saturday | Dec. 11 | 10:30am - Noon | \$30 | Dec. 7 |

Grandparent and Me Painting Classes

Parents, aunts, uncles, and other adult relatives are welcome to join, too! Call if you wish to add another person to join your pair.



Location: Spring Lake Park City Hall

- #1. Feeling Thankful
- #2. Holiday Season

| # | Day(s) | Date(s) | Time | Fee | Deadline |
|----|----------|---------|----------------|------|----------|
| 1. | Saturday | Nov. 13 | 10:00am - Noon | \$30 | Nov. 6 |
| 2. | Saturday | Dec. 11 | 10:00am - Noon | \$30 | Dec. 4 |

Medicare Talk

This course will go over Parts A, B, C, D and Medicare supplements of Medicare. There will be light refreshments, cookies, and water.



Location: Spring Lake Park City Hall
Call or mail in registration: 763-792-7201

| Day(s) | Date(s) | Time | Fee | Deadline |
|---------|---------|---------------|-----|----------|
| Tuesday | Nov. 16 | 6:00 - 7:00pm | \$2 | Nov. 9 |

Make and Take: Christmas Cookie and Treat Class

Take home one dozen each of ten different cookies/treats. This is a hands-on class and you will be working in pairs. There will be the eight standard Christmas cookies and two no bake treats! Registration opens November 1.



Location: Spring Lake Park High School

| Day(s) | Date(s) | Time | Fee | Deadline |
|----------|---------|---------------|------|----------|
| Saturday | Dec. 4 | 9:00am - Noon | \$44 | Nov. 24 |

Frauds and Schemes

Join us for a Coffee Talk with Spring Lake Park's own expert, Kim Kiley, who will give an insightful talk on Frauds & Schemes.



Location: Spring Lake Park City Hall
Call or mail in registration: 763-792-7201

| Day(s) | Date(s) | Time | Fee | Deadline |
|-----------|---------|----------------|-----|----------|
| Wednesday | Dec. 8 | 9:00 - 10:00am | \$2 | Dec. 3 |

Spruce Tips Pot Class

Join us for a festive workshop where you will create a unique spruce tip pot to enjoy throughout the holiday season and beyond. Instruction and assistance will be available throughout the workshop.



Location: Malmborg's Garden Center

| Day(s) | Date(s) | Time | Fee | Deadline |
|----------|---------|-----------------|------|----------|
| Saturday | Nov. 20 | 10:00 - 11:30am | \$57 | Nov. 6 |

Yoga



Come explore this ancient exercise system that strengthens the body while calming and focusing the mind. Masks required.

Location: Spring Lake Park City Hall

| Day(s) | Date(s) | Time | Fee | Deadline |
|-----------|---|---------------|------|----------|
| Thursdays | Nov. 4 - 18 (3wks) | 6:00 - 7:30pm | \$27 | Nov. 3 |
| Thursdays | Dec. 2 - 30 (4wks) <i>no class Dec. 23</i> | 6:00 - 7:30pm | \$36 | Dec. 1 |

Mature Driver's Course - First Time Student



55 and older are eligible to receive up to a 10% discount on your auto insurance if you take a Mature Drivers course. Take an 8-hour course first, and then "refresh" your learning every 3 years with a 4-hour course. Mask required!

Location: Spring Lake Park City Hall

| Day(s) | Date(s) | Time | Fee | Deadline |
|------------|------------------|---------------|------|----------|
| Tues & Wed | Nov. 9 - Nov. 10 | 4:30 - 8:30pm | \$28 | Nov. 2 |

Indoor Pickleball



Looking to play Pickleball this winter? Fridley Recreation will be offering indoor court rentals at the Hayes Elementary School. Reservations must be made at least one week in advance. Please contact Fridley Recreation at 763-572-3570 to reserve a time.

| Day(s) | Start Date | Time | Fee |
|-----------|------------|----------------|---------|
| Saturdays | Nov. 6 | 12:00 - 3:00pm | \$15/hr |

Movie Man Film Series-Hollywood Goes to the Dogs



You'll meet Rover, the very first dog to star in a movie, and spend time with Hollywood's other good dogs, like Rin Tin Tin, Strongheart, Benji, and even Lassie!

Call to Register: 763-792-7201

Location: Spring Lake Park City Hall

| Day(s) | Date(s) | Time | Fee | Deadline |
|-----------|---------|-----------------|-----|----------|
| Wednesday | Nov. 10 | 10:00 - 11:00am | \$2 | Nov. 3 |

Zumba (Ages 18+)



Love to Dance? Join the Party! Zumba fitness is for everyone, all shapes and sizes and just about any age.

Location: QC Dance Studio

| Day(s) | Date(s) | Time | Fee | Deadline |
|------------|-------------------|---------------|------|----------|
| Wednesdays | Nov. 17 - Dec. 15 | 8:00 - 8:45pm | \$35 | Nov. 10 |

Yabba-Dabba-Do: The Fantastic World of Hanna-Barbera



Have a yabba-dabba-do time with Fred and Barney, Scooby-Doo, Yogi Bear and all your other favorite cartoon characters. Call to register 763-792-7201

Location: Spring Lake Park City Hall

| Day(s) | Date(s) | Time | Fee | Deadline |
|-----------|---------|-----------------|-----|----------|
| Wednesday | Dec. 15 | 10:00 - 11:00am | \$2 | Dec. 8 |

About Sip & Paint

Step by step instructions, & painting supplies included. Alcohol and food are purchased separately at the VFW; no carry-in allowed. Must be 21 years of age to consume alcohol.

Location: Kraus-Hartig VFW.



Sip & Paint Classes



Wood Mini Wine Bottle Advent Tree

| Day(s) | Date(s) | Time | Fee | Deadline |
|----------|---------|---------------|------|----------|
| Thursday | Nov. 11 | 6:00 - 9:00pm | \$52 | Nov. 4 |

Christmas Volkswagen Vibes

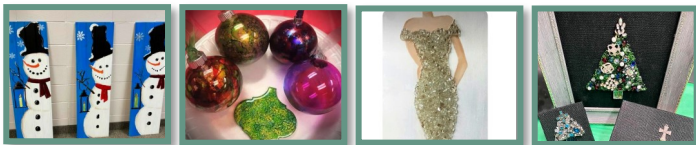
| Day(s) | Date(s) | Time | Fee | Deadline |
|----------|---------|---------------|------|----------|
| Thursday | Dec. 9 | 6:00 - 9:00pm | \$37 | Dec. 2 |

About Painting Classes

Enjoy an evening of creativity and painting. Guided by professional artist, Jill Mason, you and your group will work at individual spaces to create a masterpiece that is suitable for decorating your home.

Location: Spring Lake Park City Hall

Painting Classes Classes



Winter Wall/Porch Leaner

| Day(s) | Date(s) | Time | Fee | Deadline |
|----------|---------|---------------|------|----------|
| Thursday | Nov. 18 | 6:00 - 9:00pm | \$62 | Nov. 11 |

Alcohol Inks Ornaments

| Day(s) | Date(s) | Time | Fee | Deadline |
|----------|---------|---------------|------|----------|
| Thursday | Dec. 2 | 6:00 - 8:00pm | \$42 | Nov. 26 |

Girl Paint, Glass and Resin

| Day(s) | Date(s) | Time | Fee | Deadline |
|--------|---------|---------------|------|----------|
| Monday | Dec. 6 | 6:00 - 8:00pm | \$52 | Nov. 29 |

Jeweled Christmas Tree Design

| Day(s) | Date(s) | Time | Fee | Deadline |
|----------|---------|---------------|------|----------|
| Thursday | Dec. 16 | 6:00 - 8:00pm | \$47 | Dec. 9 |

Christmas with the Rat Pack

The Rat Pack is back just in time for the Holidays! This tribute to Sammy Davis, Jr., Frank Sinatra, and Dean Martin will feature such class tunes as "New York", "Winter Wonderland", and "Baby it's Cold Outside". Lunch & transportation is Included! **Masks required.**

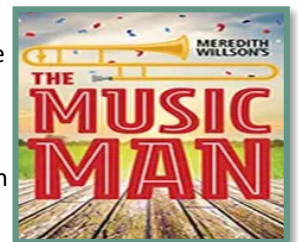


Location: Minnesota Masonic Heritage Center

| Day(s) | Date(s) | Time | Fee | Deadline |
|-----------|---------|------------------|------|----------|
| Wednesday | Dec. 15 | 10:30am - 3:30pm | \$79 | Nov. 15 |

The Music Man at Chanhassen

Get into a little Trouble with Meredith Wilson's five-time Tony Award-winning musical featuring the unforgettable songs "Seventy-Six Trombones", "Ya Got Trouble", "Wells Fargo Wagon", & "Til There Was You". Transportation and Lunch is included. **Masks and proof of vaccination required.**



Limited spaces!

| Day(s) | Date(s) | Time | Fee | Deadline |
|-----------|---------|------------------|------|----------|
| Wednesday | Jan. 5 | 10:30am - 3:30pm | \$92 | Dec. 3 |

Footloose at Chanhassen

When Ren and his mother move from Chicago to a small farming town, he is prepared for the inevitable adjustment period at his new high school. But he's not prepared for the ban on dancing. Transportation and lunch included.



Masks and proof of vaccination are required. Limited spaces!

| Day(s) | Date(s) | Time | Fee | Deadline |
|-----------|--------------|------------------|------|----------|
| Wednesday | Mar. 2, 2022 | 10:00am - 4:30pm | \$89 | Jan. 31 |

Free Travel Show

Tour Coordinator Jamie Cassidy will present on all up coming 2022 tours with Spring Lake Park.

Location: Spring Lake Park City Hall

RSVP by November 8

763-792-7201



| Day(s) | Date(s) | Time | Fee | Deadline |
|-----------|---------|-----------------|------|----------|
| Wednesday | Nov. 10 | 10:00 - 11:00am | Free | Nov. 8 |



Spring Lake Park Recreation Department
1301 81st Avenue NE
Spring Lake Park, MN 55432

PRESORTED
 STANDARD
 US POSTAGE PAID
 TWIN CITIES, MN
 PERMIT NO. 1611

Instructions: Who is paying for the registration? In case of program changes, who should be contacted? In case of refund, where should the refund be mailed? Enter these answers into the top "Contact Info" box. Then, enter the info for each participant below.

CONTACT INFO

Adult Name(s) _____ Phone # _____
 Address: _____ City: _____
 State: _____ ZIP: _____ Email: _____

Do the participant(s) have any relevant allergies or special needs? Name: _____
 Needs: _____

REGISTER

Participant #1: _____ Grade: _____ Age: _____ Birth: ____ / ____ / ____
 Activity: _____ Date: _____ Fee: _____
 Activity: _____ Date: _____ Fee: _____

Participant #2: _____ Grade: _____ Age: _____ Birth: ____ / ____ / ____
 Activity: _____ Date: _____ Fee: _____
 Activity: _____ Date: _____ Fee: _____

WAIVER

The Minnesota Data Privacy Act requires that personal information you provide remain private data and is not available to the public. By registering, you are consenting to allow personal data to be shared with essential personnel involved in administering the program. In consideration of your accepting this entry, I, along with my heirs, assigns, representatives, executors and administrators, hereby waive and release any and all rights, causes of action, and claims for damages I have or may in the future have against the City of Spring Lake Park and its representatives, officials, successors, and assigns for any and all injuries, including but not limited to any injury suffered as a result of my exposure to communicable diseases such as MRSA, influenza, COVID-19, or any other communicable disease, suffered by myself at the activity that I attend. Photo Waiver: I understand that the City may use photographs taken at its programs that picture me or my dependents for publicity purposes.

Required Signature: _____ **Date:** _____

PAYMENT

Credit Card #: _____ Expires: ____ / ____ Sec. Code: _____
 Make Check Payable to: **Spring Lake Park Recreation**. Check #: _____ Visit our office to pay cash.

Return form to: **SLP Recreation, 1301 81st Ave NE, Spring Lake Park, MN 55432**



Memorandum

To: Mayor Nelson and Members of the City Council
From: Wanda Brown, Accounting Clerk/Special Projects Coordinator
Date: October 11, 2021
Subject: Anoka County Agreement for Residential Recycling Program 2022 - Select Committee on Recycling and the Environment (SCORE)

Attached is the copy of the 2022 Residential Recycling Agreement. The agreement must be signed and returned to Anoka County by November 12, 2021, in order to receive the funding for 2022. The 2022 Municipal Reimbursement Funding Allocation allows us to receive reimbursement for eligible expenses, less revenues or other reimbursement received, for eligible activities to the project maximum, which shall not exceed \$60,272.00.

| | |
|--|--------------------|
| Base Funding Allocation (Includes Labor & Staffing): | \$24,480.00 |
| Drop-off Grant: | \$10,000.00 |
| General Enhancement Grant: | \$ 2,896.00 |
| Organics Grant: | \$ 2,896.00 |
| Additional Grant: | <u>\$20,000.00</u> |
| Total Contract Award: | \$60,272.00 |

I recommend approval of the agreement.

Attachment

Anoka County Contract # C0008798

2022 AGREEMENT FOR RESIDENTIAL RECYCLING PROGRAM

THIS AGREEMENT made and entered into on the 1st day of January 2022, notwithstanding the date of the signatures of the parties, between the COUNTY OF ANOKA, State of Minnesota, hereinafter referred to as the "COUNTY", and the CITY OF SPRING LAKE PARK, hereinafter referred to as the "MUNICIPALITY".

WITNESSETH:

WHEREAS, the County will receive funding from the State of Minnesota pursuant to Minn. Stat. § 115A.557 (hereinafter "SCORE funds") during 2022 which must be used to encourage and improve recycling and a portion must be specifically directed to recycling source -separated compostable materials; and

WHEREAS, the County will also receive funding pursuant to Minn. Stat. § 473.8441 (hereinafter "LRDG" funds") during 2022 and

WHEREAS, the County also has additional budgeted program funding available to supplement SCORE and LRDG funds for solid waste recycling programs, so that the available amount for the Residential Recycling Program is \$1,618,207.50.

WHEREAS, the County Solid Waste Management Master Plan 2018 (Master Plan 2018) and MPCA Metropolitan Solid Waste Management Policy Plan 2016-2036 state that MSW generated in the County that is not reused, recycled or composted, will be processed to the extent that processing capacity is available; and

WHEREAS, the Master Plan 2018 was developed with the participation of a representative from the Municipality staff, and the Municipality is required to develop and implement programs, practices, or methods designed to meet waste abatement goals by Minn. Stat. § 115A.551, Subd 2a. (b).

WHEREAS, the County wishes to assist the Municipality in meeting recycling goals established by Anoka County by providing said SCORE, LRDG, and County budgeted program funds to cities and townships in the County for solid waste recycling programs.

NOW, THEREFORE, in consideration of the mutual covenants and promises contained in this Agreement, the parties mutually agree to the following terms and conditions:

1. **PURPOSE AND CONTRACT DOCUMENTS.** The purpose of this Agreement is to provide for cooperation between the County and the Municipality to implement solid waste recycling programs in the Municipality which will help the County and member municipalities meet the goals set in the current Anoka County Solid Waste Management Master Plan. The County and the Municipality agree that the information provided in the recitals above is to be incorporated into the purpose of this agreement.

The Contract Documents include: the **Anoka County Municipal Waste Abatement Grant Funding Application** submitted by the Municipality for the current contract year,

and the **Grant Funding Award** issued by Anoka County for the current contract year. These documents are incorporated into this agreement by reference and are components of the entire contract package. The order of precedence of these documents in the event of inconsistency or ambiguity shall be resolved in the following order: 1) this **Agreement for Residential Recycling Program**; 2) **Grant Funding Award**; and 3) **Anoka County Municipal Waste Abatement Grant Funding Application**.

2. **TERM.** The term of this Agreement is from January 1, 2022 through December 31, 2022 unless earlier terminated as provided herein.
3. **DEFINITIONS.** Defined terms contained in this Agreement and all the attachments are found in Minn. Stat. §§ 115A.03; 115A.471; and 115A.552. The use of capitalization for defined terms has no special effect. For convenience, a full list of defined terms is included with the Municipal Waste Abatement Grant Funding Application. Additionally:
 - a. "Full-Service Recycling Drop-off Center" means centralized permanent drop-off center that is open at least two times a week and accepts at least four types of materials beyond traditional curbside recyclables, i.e.: mattresses, appliances, scrap metal, furniture, source-separated compostable materials, electronics, etc.
 - b. "Multi-family dwellings" means households within apartment complexes, condominiums, townhomes, mobile homes and senior housing complexes.
 - c. "Quasi-municipal event" means community festivals which appear to the public to be supported and run by the Municipality but in fact are sponsored or co-sponsored by an independent non-profit 501c (3) organization, for example: the Anoka Halloween Parade.
4. **ELIGIBILITY FOR FUNDS.** The Municipality is entitled to receive reimbursement for eligible expenses, less revenues or other reimbursement received, for eligible activities up to the project maximum, which shall not exceed \$60,272.00.

The County reserves the right to reduce the funding provided in the event the Municipality does not complete the additional Grant Projects referenced in the Anoka County Municipal Waste Abatement Grant Funding Application.

The County also reserves the ability to assess the programs and reallocate unused SCORE and/or, LRDG funds mid-year if any participating municipality demonstrates the need for the funding and funds are available. The Municipality shall be provided documentation of the funding award determination and rationale as indicated by the 2022 Grant Funding Award.

5. **PROGRAM.** The Municipality shall develop and implement a residential solid waste recycling program adequate to meet the Municipality's annual recycling goal of 655 tons of recyclable materials as established by the County. The Municipality shall ensure that the recyclable materials collected are delivered to processors or end markets for recycling.
 - a. The Municipal recycling program shall include the following components:
 - i. Each household (including both single and Multi-family dwellings) in the Municipality shall have the Opportunity to Recycle at least four broad types of

materials, including but not limited to, paper (including cardboard/paperboard cartons), glass, plastic and metal.

- ii. The recycling (including any organics) program shall be operated in compliance with all applicable federal, state, and local laws, ordinances, rules and regulations.
 - iii. The Municipality shall implement a public information program that contains at least the following components:
 - (1) One promotional mailing to each household focused exclusively on the Municipality's recycling and source-separated compostable materials program;
 - (2) One promotional advertisement detailing recycling and organics opportunities available for residents included in the Municipality's newsletter or local newspaper; and
 - (3) Two community outreach activities at Municipal or Quasi-municipal events to inform residents about recycling and source-separated compostable materials opportunities.
 - iv. The public information components listed above shall focus on all recyclable materials and the various opportunities to recycle and compost source-separated compostable materials within the Municipality. The Municipality shall incorporate County/regional/State campaigns and images and use the toolkits provided by the County when preparing promotional materials. The Municipality, on an ongoing basis, shall identify new residents and provide detailed information on the recycling opportunities available to these new residents. The County shall work with the Municipality on promotional materials to coordinate messages. The Municipality shall provide promotional materials to the County for review prior to publication to ensure accuracy.
 - v. The Municipality shall regularly attend the bi-monthly Solid Waste Abatement Advisory Team (SWAAT) meetings per year.
 - vi. The Municipality shall offer a minimum of one spring and/or fall recycling drop-off event(s) where items not normally accepted at the curb are collected for recycling. If the Municipality is hosting a monthly drop-off as described below, the spring/fall recycling drop-off events may be included within that program.
- b. The Municipality is encouraged to expand its recycling program to include one or more of the following components in order to receive additional funding.
- i. Organize monthly/quarterly recycling drop-off events which can be held in conjunction with a neighboring municipality(ies) on a cooperative basis for the citizens of both/all municipalities.
 - ii. Provide a community event recycling program, which at a minimum would consist of providing recycling opportunities at all Municipal sponsored or Quasi-municipal events and festivals as required by Minn. Stat. § 115A.151. The feasibility of

adding organics collection at the event will be explored, and if feasible, implemented as an enhancement to the waste abatement program.

- iii. Provide the opportunity for citizens to engage in recycling activities at Municipal and Quasi-municipal facilities as required by Minn. Stat. § 115A.151 such as athletic fields and public centers.
 - iv. Organize and manage a Full-Service Recycling Drop-off Center.
 - v. Develop enhanced recycling promotion and assistance for Multi-family dwellings.
 - vi. Develop additional opportunities for source-separated compostable materials collection.
 - vii. Develop and implement additional opportunities to recycle bulky and problem materials (e.g. appliances, batteries, carpet pad, electronics, fluorescent lamps, mattresses, oil, scrap metal, etc.) from residents on an on-going basis either curbside or at a drop-off.
- c. If the Municipality's recycling program did not achieve the Municipality's recycling goals as established by the County for the prior calendar year, the Municipality shall work with the County to prepare a plan to achieve the recycling goals set forth in this Agreement.
 - d. The Municipality's recycling program shall be limited to residential programming for funding reimbursements under this Agreement. The County will not reimburse business recycling programming or household hazardous waste programming by the Municipality. Any inquiries or requests regarding these topics should be sent to the County for response.
 - e. In addition to the above requirements designed to increase residential recycling opportunities, the Municipality shall provide recycling opportunities in all municipal buildings including but not limited to, city offices, public meeting rooms and parks, as required by Minn. Stat. § 115A.151. If items collected through the Municipal recycling program prove to be contaminated or not recyclable, those items shall be treated as public entity waste and shall be processed at a resource recovery facility unless the waste has been certified as unprocessable. Minn. Stat. §§ 115A.46, 115A.471 and 473.848. See page 44, 47-48, 51, and p. 67 of the 2018 Anoka County Solid Waste Management Master Plan regarding the requirements for Public Entity Waste.
 - f. If the Municipality requests reimbursement for park/public entity recycling/organics/trash waste systems/containers, the Municipality needs to work with the County before an order is placed to make sure the containers are consistent with the requirements set forth by the County for colors e.g. (blue for recycling, green for organics and gray or black for trash), openings and labels.
 - g. Pursuant to Minn. Stat. §§ 115A. 46, 115A.471 and 473.848, all waste generated by municipal government activities (including city/town halls, public works and public safety buildings, parks, and libraries, and for municipalities that arrange for waste services on behalf of their residents (organized collection)) shall be

delivered to a waste processing plant for disposal as long as capacity is available. Failure to comply with this provision shall constitute a breach of this Agreement resulting in the loss of all Grant Funding unless, pursuant to statute, the Municipality has conferred with the County and developed a plan to comply within a reasonable period of time.

6. **REPORTING.** The Municipality shall submit the following reports semi-annually to the County no later than the third Friday in July 2022 and the second Friday in January 2023.
 - a. An accounting of the amount of waste which has been recycled as a result of the Municipality's activities and the efforts of other community programs, redemption centers and drop-off centers. For recycling programs, the Municipality shall certify the number of tons of each recyclable material which has been collected and the number of tons of each recyclable material which has been marketed. For recycling programs run by other persons or entities, the Municipality shall also provide documentation on forms provided by the County showing the tons of materials that were recycled by the Municipality's residents through these other programs. The Municipality shall keep detailed records documenting the disposition of all recyclable materials collected pursuant to this Agreement. The Municipality shall also report the number of cubic yards or tons of yard waste and source-separated compostable materials collected for composting, chipping, or land spreading, together with a description of the methodology used for calculations. Any other material removed from the waste stream by the Municipality, i.e. tires and used oil, shall also be reported separately.
 - b. Information regarding any revenue received from sources other than the County for the Municipality's recycling programs, i.e. revenue taken in from the sale of recyclables and fees collected from residents, shall be reported.
 - c. Copies of all promotional materials that have been prepared by the Municipality during the term of this Agreement to promote its recycling and organics collection programs.
 - d. The Municipality agrees to support County efforts in obtaining hauler reports by ensuring compliance through ordinance, contract or license requirements and the ability to exercise punitive actions, if needed.
 - e. The Municipality agrees to furnish the County with additional reports in form and at frequencies requested by the County for financial evaluation, program management purposes, and reporting to the State of Minnesota.
7. **BILLING AND PAYMENT PROCEDURE.** The Municipality shall submit itemized invoices semi-annually to the County for abatement activities no later than the third Friday in July 2022 and the second Friday in January 2023. The invoices shall be paid in accordance with standard County procedures, subject to the approval of the Anoka County Board of Commissioners.
8. **PUBLICATIONS.** The Municipality shall acknowledge the financial assistance of Anoka County on all promotional materials, reports and publications relating to the activities funded under this Agreement, by including the following acknowledgement: "Funded by the Anoka County Board of Commissioners and State SCORE (Select Committee On

Recycling and the Environment) funds.” The Municipality shall provide copies of all promotional materials funded by this grant.

The County shall provide all printed public information pieces about County programs. A Municipality shall not modify County publications related to business recycling, household hazardous waste management or the County compost sites.

Information about the County’s business recycling program, household hazardous waste management program or County compost sites that a Municipality plans to publish in a Municipal communication, printed or electronic, shall be provided to the County for review and approved by the County prior to publication to ensure accuracy and consistency.

9. **INDEMNIFICATION.** The County agrees to indemnify, defend, and hold the Municipality harmless from all claims, demands, and causes of action of any kind or character, including the cost of defense thereof, resulting from the acts or omissions of its public officials, officers, agents, employees, and contractors relating to activities performed by the County under this Agreement.

The Municipality agrees to indemnify, defend, and hold the County harmless from all claims, demands, and causes of action of any kind or character, including the cost of defense thereof, resulting from the acts or omissions of its public officials, officers, agents, employees, and contractors relating to activities performed by the Municipality under this Agreement.

The provisions of this subdivision shall survive the termination or expiration of the term of this Agreement.

10. **GENERAL PROVISIONS.**

- a. In performing the provisions of this Agreement, both parties agree to comply with all applicable federal, state or local laws, ordinances, rules, regulations or standards established by any agency or special governmental unit which are now or hereafter promulgated insofar as they relate to performance of the provisions of this Agreement. In addition, the Municipality shall comply with all applicable requirements of the State of Minnesota for the use of SCORE funds provided to the Municipality by the County under this Agreement. The Municipality shall also comply with all relevant portions of the current Anoka County Solid Waste Management Master Plan and shall participate in the preparation of the successor Master Plans.
- b. If the Municipality utilizes the services of a subcontractor for purposes of meeting requirements herein, the Municipality shall be responsible for the performance of all such subcontracts and shall ensure that the subcontractors perform fully the terms of the subcontract. The agreement between the Municipality and a subcontractor shall obligate the subcontractor to comply fully with the terms of this Agreement.
- c. It is understood and agreed that the entire agreement is contained herein, and that this Agreement supersedes all oral and written agreements and negotiations between the parties relating to the subject matter hereof.

- d. Any amendments, alterations, variations, modifications, or waivers of this Agreement shall be valid only when they have been reduced to writing, duly signed by the parties.
 - e. The provisions of this Agreement are severable. If any paragraph, section, subdivision, sentence, clause or phrase of this Agreement is for any reason held to be contrary to law, such decision shall not affect the remaining portion of this Agreement.
 - f. Nothing in this Agreement shall be construed as creating the relationship of co-partners, joint venturers, or an association between the County and the Municipality, nor shall the Municipality, its employees, agents or representatives be considered employees, agents, or representatives of the County for any purpose.
 - g. The Municipality shall maintain financial and other records and accounts in accordance with requirements of the County and the State of Minnesota. The Municipality shall maintain strict accountability of all funds and maintain records of all receipts and disbursements. Such records and accounts shall be maintained in a form which will permit the tracing of funds and program income to final expenditure. The Municipality shall maintain records sufficient to reflect that all funds received under this Agreement were expended in accordance with Minn. Stat. § 115A.557, Subd. 2, for residential solid waste recycling purposes. The Municipality shall also maintain records of the quantities of materials recycled. All records and accounts shall be retained as provided by law, but in no event for a period of less than five years from the last receipt of payment from the County pursuant to this Agreement.
 - h. Pursuant to Minn. Stat. § 16C.05, the Municipality shall allow the County or other persons or agencies authorized by the County, and the State of Minnesota, including the Legislative Auditor or the State Auditor, access to the records of the Municipality at reasonable hours, including all books, records, documents, and accounting procedures and practices of the Municipality relevant to the subject matter of the Agreement, for purposes of audit. In addition, the County shall have access to the project site(s), if any, at reasonable hours.
11. **TERMINATION.** This Agreement may be terminated by mutual written agreement of the parties or by either party, with or without cause, by giving not less than seven (7) days' written notice, delivered by mail or in person to the other party, specifying the date of termination. If this Agreement is terminated, assets acquired in whole or in part with funds provided under this Agreement shall be the property of the Municipality so long as said assets are used by the Municipality for the purpose of a landfill abatement program approved by the County.

(SIGNATURE PAGE TO FOLLOW)

IN WITNESS WHEREOF, the parties hereunto set their hands.

CITY OF SPRING LAKE PARK

COUNTY OF ANOKA

By: _____

By: _____

Name: _____

Cindy Cesare, Division Manager
Anoka County Human Services Division

Title: _____

Date: _____

Date: _____

By: _____

Municipality's Clerk

By: _____

Rhonda Sivarajah
County Administrator

Date: _____

Date: _____

Approved as to form and legality:

Approved as to form and legality:

By: _____

By: _____

Date: _____

Kathryn M. Timm
Assistant County Attorney

Date: _____

ANOKA COUNTY MUNICIPAL WASTE ABATEMENT GRANT FUNDING APPLICATION

ANNUAL | 2021

City of Spring Lake Park

Once you have saved this form, you can export and print it. Click on the "Export" button found on the top right corner of the form and select your preferred export option. Click [here](#) for more details on Exporting your Survey responses. See below for General Instructions and User Tips.

Applications are due August 1, 2021.

City of Spring Lake Park is requesting the following funding for their 2022: Anoka County municipal waste abatement program efforts.

General Instructions

This application is provided to each municipality in Anoka County for the purpose of applying for Select Committee on Recycling and the Environment (SCORE) funds to support and increase recycling activities and programs within the municipality.

The funds allocated in this application are based on the number of households in the municipality. The number of households is determined using the most current Met Council household data available. For calendar year 2022, 2019 Met Council has been used to determine the number of households for this application.

There are three sections in this SCORE funding application:

- Base Funding
- Enhancement Funding
- Supplemental Funding

The Enhancement Funding section of the application also has three parts:

- Drop-off
- General Enhancement
- Organics Program Funding

Please complete each section of the grant application. A number value must be entered in each field before submitting the application. If no funds are being requested for any given field, enter a zero. If a completed funding application isn't submitted by August 1, 2021, the municipality will not be eligible for SCORE funding.

In a separate Re-TRAC form, reimbursement requests will be submitted twice a year.

USER TIPS

To contact support from within this form: Click "Support" at the top of the screen or "Program Support Request" in the green bar at the top of the form.

To print this form: Click the "Export" button found on upper top right corner of the form. You must save the form before you can export it.

To see eligible expenses within each section: Click "view eligible expense" in each section.

To print a full list of the eligible expenses: Select the "click here for more details on Exporting your Survey responses" option.

To save this form while working on it: Click "Save" at the bottom of the form and select "Save as Draft".

To submit this form: Click "Save" at the bottom of the form and if there are no errors, click the "Mark as Complete" option. Note that once you mark the form as complete, you cannot make changes to it.

Eligible Expenses

The following items are examples of eligible expenses allowed for reimbursement.

Collection Expenses: If residents are charged recycling fees for curbside or recycling events, waste abatement funds will reimburse the difference between the fees collected and the cost of recycling or composting the materials.

Equipment: The cost to purchase, maintain and repair equipment that is used exclusively to operate the recycling or composting program.

Containers: The cost for recycling or organics containers.

Promotion: The entire cost of a publication if totally dedicated to waste reduction, recycling or composting information or a percentage of the cost for the portion of a municipal publication dedicated to waste management information.

Staffing: Salary and labor directly related to recycling program administration and implementation may be funded up to 75% of total SCORE funding allocation. See staffing & labor section below for more information.

Ineligible Expenses

The following general operating expenses should NOT be submitted for reimbursement.

Standard Operational Expenses/Building Overhead: Since most of the municipal recycling coordinators are part-time positions and staff serve multiple roles at the municipality, standard operating expenses including office space rental, leasing office equipment and general office supplies, are not eligible for reimbursement.

Project Expenses: Specific to transportation, energy or ground water protection.

Collection Costs: The costs for general waste and recycling collection at municipal buildings, trash costs when advertised as being accepted at a recycling/cleanup day, and costs associated with road side cleanup of illegally dumped materials should not be included in this application.

General Municipal Staff: Staff time related to standard municipal operations (city administrator, office administration, facilities management, finance and legal staff) are not eligible for reimbursement. If municipal staff do not assist the recycling coordinator directly on activities to help the municipality achieve its recycling goal, e.g. communications and collecting, processing or marketing recyclable materials and organics, their time will not be reimbursed.

Click [here](#) to download the full Eligible Expenses document.

2022 Total Funding Allocation

 MANAGE ONLY

Your Community has access to the following funds for \$ 40,272.00 (An additional \$20,000 in discretionary funds may be available through the 2022: Supplemental Funding section.)

2022 BASE Funding Allocation

All municipalities are eligible for base waste abatement grant funding. When completing this application, base funding requests should fall under one of the following categories:

- regular curbside collection,
- general operations of a drop-off center,
- costs for spring and fall recycling days,
- basic promotion,
- yard waste collection and

- percentage of time the recycling coordinator spends on waste abatement activities.

Base Funding is \$10,000.00 base, plus \$5.00/household (household counts are based on 2019 Met Council estimates)

Municipality Name: City of Spring Lake Park

 MANAGE ONLY

| | |
|-----------------|-------|
| # of households | 2,896 |
|-----------------|-------|

| | |
|--|--------------|
| Base Funding (minimum) | \$ 10,000.00 |
| Base Funding Additional (based on \$5/household) | \$ 14,480.00 |
| Base Funding Allocation (Max Amount Available) | \$ 24,480.00 |

Curbside Collection

Complete ALL required fields below, if value is zero, enter "0.00".

| | |
|--|---------------|
| Collection Service Provider Expenses * | \$ 130,950.00 |
| Contamination Fees * | \$ 720.00 |
| Containers * | \$ 0.00 |
| Curbside Collection Expense Subtotal | \$ 131,670.00 |
| View Eligible Expenses | |
| Estimated Revenue * | \$ 147,949.32 |
| Curbside Collection Expenses | \$ -16,279.32 |

General Operations of a Drop-Off Center/Spring or Fall Recycling Day(s)

Complete ALL required fields below, if value is zero, enter "0.00".

| | |
|---|--------------|
| Collection Service Provider Expenses * | \$ 22,000.00 |
| Equipment * | \$ 0.00 |
| Facility Expenses * | \$ 0.00 |
| View Eligible Expenses | |
| Please enter Labor & Staffing expenses in Labor & Staffing section below. | |
| General Operations of a Drop-off Expense Subtotal | \$ 22,000.00 |
| Estimated Revenue * | \$ 5,262.10 |
| General Operations of a Drop-off Expenses | \$ 16,737.90 |

Promotion -- Base Funding

Complete ALL required fields below, if value is zero, enter "0.00".

| | |
|------------|-------------|
| Printing * | \$ 2,100.00 |
|------------|-------------|

| | | |
|--|----|----------|
| Postage * | \$ | 2,500.00 |
| Advertising * | \$ | 5,178.00 |
| Volunteer Incentives * | \$ | 0.00 |
| Educational Entertainment * | \$ | 0.00 |
| View Eligible Expenses | | |
| Promotion -- Base Funding Expenses | \$ | 9,778.00 |

Yard Waste/Tree Waste

Complete ALL required fields below, if value is zero, enter "0.00".

| | | |
|---|----|----------|
| Collection Service Provider Expenses * | \$ | 2,100.00 |
| Equipment * | \$ | 0.00 |
| View Eligible Expenses | | |
| Yard Waste/Tree Waste Expenses Subtotal | \$ | 2,100.00 |
| Estimated Revenue * | \$ | 0.00 |
| Yard Waste/Tree Waste Expenses | \$ | 2,100.00 |

Problem Materials

Complete ALL required fields below, if value is zero, enter "0.00".

| | | |
|--|----|--------|
| Collection Service Provider Expenses * | \$ | 371.00 |
| View Eligible Expenses | | |
| Estimated Revenue * | \$ | 0.00 |
| Problem Material Expenses | \$ | 371.00 |

Program Administration -- Base Funding

Complete ALL required fields below, if value is zero, enter "0.00".

| | | |
|--------------------------------|----|--------|
| Office supplies * | \$ | 150.00 |
| Training * | \$ | 15.00 |
| Mileage * | \$ | 150.00 |
| Membership Dues, Periodicals * | \$ | 20.00 |
| Professional Services * | \$ | 0.00 |

[View Eligible Expenses](#)

Please enter Labor & Staffing expenses in Labor & Staffing section below.

| | | |
|---|----|--------|
| Program Administration- Base Funding Expenses | \$ | 335.00 |
|---|----|--------|

Total BASE Funding requested \$ 13,042.58

2022 ENHANCED Funding Allocation

The purpose of the Anoka County Municipal Waste Abatement grant funding program is to increase recycling and organics diversion and help the County achieve the State mandated goal of 75% recycling/composting by 2030. The County recognizes that this funding is needed to support established infrastructure costs that exceed the Base and each communities funding. To be eligible for grant funds, municipalities must apply for these funds. Applicants must itemize expenditures within each of the three grant sections, Drop-off, General Enhancement and Organics Program, below and calculate the total grant request for each category.

Drop-off Grant

This grant is allocated to cover additional drop-off center costs or events beyond the regularly scheduled spring and fall recycling days.

The grant maximum for this section is \$10,000.00 for municipalities with up to 4,999 households and \$15,000.00 for municipalities with household counts 5,000 and over.

Examples of materials that can be collected for reuse, recycling or composting:

Standard Reusable or Recyclable Materials Collected at Drop-off Centers or Events:

Appliances, Electronics, Automotive Products, Fluorescent Bulbs, Bicycles**, Household Batteries, Carpet Pad, Mattresses*, Clothing**, Scrap Metal, and Confidential Papers

Additional Items:

Block n Shape Polystyrene, Film Plastics, Furniture*, Small Household Goods*, Source Separated Organics, and Yard Waste

* None of these materials should be advertised as being collected on a Recycling Day and then disposed of as trash

** Items that should be evaluated for reuse prior to recycling

 **MANAGE ONLY**

Drop-off Grant Maximum Amount Available \$ 10,000.00

Permanent Drop-off Center Improvements

Complete ALL required fields below, if value is zero, enter "0.00".

Collection Service Provider Expenses * \$ 0.00
 New Equipment & Supplies * \$ 0.00
 New Construction * \$ 20,000.00

View Eligible Expenses

Please enter Labor & Staffing expenses in Labor & Staffing section below.

Permanent Drop-off Center Improvements Expenses \$ 20,000.00

Monthly or Quarterly Drop-off Events

Complete ALL required fields below, if value is zero, enter "0.00".

Collection Service Provider Expenses * \$ 36,000.00
 New Equipment & Supplies * \$ 0.00

User Coupon Incentives * \$ 0.00

[View Eligible Expenses](#)

Please enter Labor & Staffing expenses in Labor & Staffing section below.

Monthly or Quarterly Drop-off Events Expense \$ 36,000.00
Subtotal

Estimated Revenue * \$ 0.00

Monthly or Quarterly Drop-off Event Expenses \$ 36,000.00

Total Drop-off Grant Requested \$ 56,000.00

General Enhancement Grant

The grant maximum for this section is \$1.00/household.

General Enhancement Grant Maximum Amount Available \$ 2,896.00

Park Recycling

Complete ALL required fields below, if value is zero, enter "0.00".

Collection Service Provider Expenses * \$ 0.00

Recycling Containers * \$ 0.00

Recycling Bags * \$ 0.00

[View Eligible Expenses](#)

Please enter Labor & Staffing expenses in Labor & Staffing section below.

Park Recycling Expenses \$ 0.00

Special Municipal Event Recycling - Please list any organics expenses in organics section.

Complete ALL required fields below, if value is zero, enter "0.00".

Collection Service Provider Expenses * \$ 0.00

Supplies & Containers * \$ 0.00

[View Eligible Expenses](#)

Please enter Labor & Staffing expenses in Labor & Staffing section below.

Special Municipal Event Recycling Expenses \$ 0.00

Special Curbside Recycling Pickups

Complete ALL required fields below, if value is zero, enter "0.00".

Collection Service Provider Expenses * \$ 0.00

Subsidy to Resident * \$ 0.00

[View Eligible Expenses](#)

Special Curbside Recycling Expenses \$ 0.00

Multi-Family Recycling Outreach

Complete ALL required fields below, if value is zero, enter "0.00".

Supplies & Containers * \$ 8,855.00

[View Eligible Expenses](#)

Please enter Labor & Staffing expenses in Labor & Staffing section below.

Multi-Family Recycling Outreach Expenses \$ 8,855.00

Promotion -- Enhanced Funding

Complete ALL required fields below, if value is zero, enter "0.00".

Printing * \$ 0.00

Postage * \$ 0.00

Advertising * \$ 2,250.00

Volunteer Incentives * \$ 0.00

Educational Entertainment * \$ 0.00

[View Eligible Expenses](#)

Promotion -- Enhanced Funding Expenses \$ 2,250.00

Total General Enhancement Grant Requested \$ 11,105.00

Organics Program Grant

The grant maximum for this section is \$0.50/household if additional curbside or drop-off grant programs are not offered to residents or \$1.00/household if curbside or drop-off organics programs are offered to residents.

Does your municipality offer curbside or drop-off organics programs to your residents? *

Yes

No

Maximum Amount Available \$ 2,896.00

Organics/Food Waste Program Expenses

Complete ALL required fields below, if value is zero, enter "0.00".

Collection Service Provider Expenses * \$ 0.00

Organics Equipment * \$ 3,600.00

Organics Only - Promotion * \$ 1,800.00

[View Eligible Expenses](#)

Please enter Labor & Staffing expenses in Labor & Staffing section below.

Organics/Food Waste Program Expenses \$ 5,400.00

Supplemental Funding Request

Supplemental grant funding is currently available to help support municipal waste abatement programs and/or new program development. Supplemental funding, however, should not be depended on for long-term program sustainability. Before requesting supplemental additional grant program dollars, it is critical that your municipality is willing to support and sustain the services before implementation.

Please be aware that there is a limited amount of supplemental funding available for this section. If the County receives more funding requests than funds, the funds may be reduced or denied for a municipalities supplemental funding request. Grants will be evaluated based on which projects best help the County meet the State mandated goal of 75% by 2030.

The maximum supplemental grant available may be up to \$20,000.00 per municipality.

Do you need additional funds to grow existing waste abatement programs? *

Yes No

In the box below, please include the following information:

- Identify need for supplemental funding;
- Describe project scope and design;
- Describe how the project may benefit multiple municipalities or the County as a whole;
- Note key stakeholders participating in project activities, including project collaborators;
- Quantify and list expected outcomes, such as, new materials to be collected, projected amount to be collected, percentage increase of currently collected materials if supplemental grant funding is approved.

We would like to relocate our current recycling drop-off site to the other side of the parking, which would require us to lay asphalt pad, and build new walls to house 5-6 containers, and to put gates around the doors as per our City COde.

Project Budget

List all project elements that require funding. Use the ADD button to add elements to the chart.

| PROJECT ELEMENT * | EXPENSE * |
|---|-----------|
| 6 feet high walls for containers (5-6 containers) | 19,875.00 |
| educational postcard on the new drop-off area and what is accepted and what is not accepted and the hours | 1,700.00 |

Total Supplemental Funding Requested \$ 21,575.00

Labor & Staffing (All Programs)

Salary and labor directly related to recycling program administration and implementation may be funded up to 75% of total SCORE funding allocation.

General Program Administration * \$ 20,136.00 50% of Max Available Funding (Not including Supplemental Funding)

Program Implementation * \$ 5,800.00 25% of Max Available Funding (Not including Supplemental Funding)

[View Eligible Expenses](#)

Labor & Staffing (All Programs) Expenses \$ 25,936.00

Summary of Funding Requested

Base Funding Requested \$ 13,042.58

Enhancement Funding Requested

Drop-off Grant Requested \$ 56,000.00

General Enhancement Grant Requested \$ 11,105.00

Organics Grant Requested \$ 5,400.00

Total Enhancement Funding Requested \$ 72,505.00

Supplemental Funding Requested \$ 21,575.00

Labor & Staffing Funding Requested \$ 25,936.00

Total Funding Requested \$ 133,058.58

Date: * 07/30/2021

Name: * Wanda Brown

Title: * Accounting Clerk/Special Projects Coordinator

Total Funding Granted

 MANAGE ONLY

Base Funding Granted 13,042.58

 MANAGE ONLY

Drop-off Funding Granted \$ 10,000.00

 MANAGE ONLY

General Enhancement Funding Granted \$ 2,896.00

 MANAGE ONLY

Organics Funding Granted \$ 2,896.00

 MANAGE ONLY

| | |
|------------------------------|--------------|
| Supplemental Funding Granted | \$ 20,000.00 |
|------------------------------|--------------|

MANAGE ONLY

| | |
|----------------------------------|-----------|
| Labor & Staffing Funding Granted | 11,437.42 |
|----------------------------------|-----------|

| | |
|------------------------------|---------------------|
| Total Funding Granted | \$ 60,272.00 |
|------------------------------|---------------------|

MANAGE ONLY

*****Office Use Only*****

Received By: Sue Doll

Date: 07/30/2021

Manager Notes for Reporters:

Had to reduce staffing costs by \$14,498.58 to not exceed total funding available.

Response created on: Jul 1, 2021 at 08:36 AM CDT by Robin.Wodziak@co.anoka.mn.us

Response last updated on: Sep 10, 2021 at 01:23 PM CDT by Jill.Curran@co.anoka.mn.us

2022 Anoka County Municipal Waste Abatement Grant Funding Award Letter

The Municipality of Spring Lake Park is eligible for a total of \$40,272.00 for their Municipal program abatement efforts in 2022, plus if awarded upon request up to an additional \$20,000.00.

The total funding for the 2022 Residential Recycling Program is based on the budgeted amounts stated in the Municipal Waste Abatement Grant Funding Application.

Check one below:

(08-02-2021) The grant application was received on or before August 2, 2021.

The grant application was not received on or before August 2, 2021.

Therefore, the municipality is only eligible for the Base Funding Allocation.

The Grant Funding Award for Spring Lake Park is as follows:

| | Amount Eligible | Amount Requested | Amount Awarded |
|-------------------------|-----------------|------------------|----------------|
| Base Funding Allocation | \$ 24,480.00 | \$ 13,042.58 | \$ 13,042.58 |

Beginning in 2022, expenses for Labor and Staffing will only be allowed up to 75% of total program grant. See the calculation matrix in the application packet: the amount requested by the Municipality of Spring Lake Park for Labor and Staffing was \$25,936.00, the amount allowed is \$25,936.00.

| Enhancement Funding Grant | | | |
|----------------------------|-----------------|------------------|----------------|
| | Amount Eligible | Amount Requested | Amount Awarded |
| Drop-off Grant | \$ 10,000.00 | \$ 56,000.00 | \$ 10,000.00 |
| General Enhance-ment Grant | \$ 2,896.00 | \$ 11,105.00 | \$ 2,896.00 |
| Organics Grant | \$ 2,896.00 | \$ 5,400.00 | \$ 2,896.00 |
| Additional Grant | \$ 20,000.00 | \$ 21,575.00 | \$ 20,000.00 |
| Labor & Staffing | | | \$ 11,437.42 |
| TOTAL | | | \$ 47,229.42 |

| | |
|---|---------------------|
| Total Funding Award (Base + Enhancement Funding) | \$ 60,272.00 |
|---|---------------------|

To the extent that the Municipality requested funds in excess of the total eligible amount, the excess amount in any category is denied.

Reviewed by: Jill Curran

Dated: 09/10/2021

Approved by: Alison Peterson

Dated: _____

Contract # C0008798

Contract# _____

**ANOKA COUNTY HUMAN SERVICES
CONTRACTOR INFORMATION SHEET**

Please review the following information for accuracy and completeness, indicate any changes, sign and return to:

Angie Rodine
Anoka County Human Services
2100 3rd Ave, Suite 500
Anoka, MN 55303

LEGAL NAME FOR CONTRACTOR: _____
(Legal name and name on Certificate of Insurance must be exactly the same in order for County Signatures to be obtained on the Contract.)

Doing Business As: _____

Business/Corporate Address: _____

National Provider Identification (NPI) #: _____

Federal Tax Identification #: _____
NOTICE: Federal Business Tax ID/Social Security Number is needed for tax purposes as mandated by Section 1211 of the Tax Reform Act of 1976 and Minn. Stat 270.66. This information will be shared with the Minnesota Department of Revenue, the Minnesota Department of Human Services, the Internal Revenue Service, and the U.S. Department of Health, Education and Welfare for the purposes of administering the income tax, child support obligation and social security tax programs.

Individual who Contractor is designating to receive notice under the contract and to act as the responsible authority for data requests under the Minnesota government data practices act (Minn. Stat. Chap. 13):

Name: _____ Phone: _____ Fax: _____ Email: _____

Signature (Required): _____ **Date:** _____

Insurance Agency: _____ **Name of Agent:** _____

Telephone Number of Insurance Agent: _____

Person Completing this Form:

Name: _____ Title: _____

Phone: _____ Fax: _____ Email: _____

Certificate Of Completion

Envelope Id: D1B7ADD823204F71A915816A845CD00E

Status: Sent

Subject: City of Spring Lake Park SCORE C0008798

Source Envelope:

Document Pages: 21

Signatures: 0

Envelope Originator:

Certificate Pages: 5

Initials: 0

Angie Rodine

AutoNav: Enabled

Anoka County Government Center

EnvelopeId Stamping: Enabled

2100 3rd Avenue

Time Zone: (UTC-06:00) Central Time (US & Canada)

Anoka, MN 55303

angela.rodine@co.anoka.mn.us

IP Address: 156.98.106.233

Record Tracking

Status: Original

Holder: Angie Rodine

Location: DocuSign

10/4/2021 10:01:58 AM

angela.rodine@co.anoka.mn.us

Security Appliance Status: Connected

Pool: StateLocal

Storage Appliance Status: Connected

Pool: HS-Public Health & Environmental Services

Location: DocuSign

Signer Events

Signature

Timestamp

Daniel Buchholtz

Sent: 10/4/2021 10:09:39 AM

DBuchholtz@slpmn.org

City Administrator

City of Spring Lake Park

Security Level: Email, Account Authentication (Optional)

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Bob Nelson

rnelson@slpmn.org

Security Level: Email, Account Authentication (Optional)

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

John Thames

john.thames@carsoncs.net

Security Level: Email, Account Authentication (Optional)

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Cindy Cesare

Cindy.Cesare@co.anoka.mn.us

Security Level: Email, Account Authentication (Optional)

Electronic Record and Signature Disclosure:
Accepted: 10/1/2021 2:49:25 PM
ID: 23d7da49-0551-47d2-999a-04424cbef967
Company Name: Anoka County

Rhonda Sivarajah

Rhonda.Sivarajah@co.anoka.mn.us

Security Level: Email, Account Authentication (Optional)

Electronic Record and Signature Disclosure:
Accepted: 2/16/2021 11:11:49 AM
ID: c34328cc-2ab0-46f4-a66e-f9c54cf527c4
Company Name: Anoka County

| Signer Events | Signature | Timestamp |
|--|-----------|-----------|
| Kathryn Timm Kathryn.Timm@co.anoka.mn.us Security Level: Email, Account Authentication (Optional) Electronic Record and Signature Disclosure: Accepted: 10/4/2021 10:10:47 AM ID: 3dda99ca-cc15-488e-9bb6-9c6bf9f1475f Company Name: Anoka County | | |

| In Person Signer Events | Signature | Timestamp |
|-------------------------|-----------|-----------|
| | | |

| Editor Delivery Events | Status | Timestamp |
|---|--------|-----------|
| Angie Rodine angela.rodine@co.anoka.mn.us Security Level: Email, Account Authentication (Optional) Electronic Record and Signature Disclosure: Accepted: 1/8/2021 1:44:58 PM ID: 6e2d50ad-740c-4672-beb3-aa4bab51e013 Company Name: Anoka County | | |

| Agent Delivery Events | Status | Timestamp |
|-----------------------|--------|-----------|
| | | |

| Intermediary Delivery Events | Status | Timestamp |
|------------------------------|--------|-----------|
| | | |

| Certified Delivery Events | Status | Timestamp |
|---------------------------|--------|-----------|
| | | |

| Carbon Copy Events | Status | Timestamp |
|---|---------------|--|
| Wanda Brown wbrown@slpmn.org Security Level: Email, Account Authentication (Optional) Electronic Record and Signature Disclosure: Not Offered via DocuSign | COPIED | Sent: 10/4/2021 10:09:38 AM Viewed: 10/4/2021 10:25:30 AM |

Jill Rykhus
 Jill.Rykhus@co.anoka.mn.us
 Security Level: Email, Account Authentication (Optional)
Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

Jill Rykhus
 Jill.Rykhus@co.anoka.mn.us
 Security Level: Email, Account Authentication (Optional)
Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

Glenna Anderson
 Glenna.Anderson@co.anoka.mn.us
 Security Level: Email, Account Authentication (Optional)
Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

Robin Wodziak
 Robin.Wodziak@co.anoka.mn.us
 Security Level: Email, Account Authentication (Optional)
Electronic Record and Signature Disclosure:

| | | |
|---|------------------|-----------------------|
| Carbon Copy Events | Status | Timestamp |
| Not Offered via DocuSign | | |
| Witness Events | Signature | Timestamp |
| Notary Events | Signature | Timestamp |
| Envelope Summary Events | Status | Timestamps |
| Envelope Sent | Hashed/Encrypted | 10/4/2021 10:09:38 AM |
| Payment Events | Status | Timestamps |
| Electronic Record and Signature Disclosure | | |

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

The following information constitutes Anoka County's (we, us or Company) written notices or disclosures relating to your use of DocuSign in relation to Anoka County's license. Described below are the terms and conditions for providing notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (30 days) after the documents are first sent to you. At any time, if you request paper copies of any documents, you may be charged a fee. You may request paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices, disclosures and documents from us electronically, you may change your mind and tell us that going forward you want to receive documents only in paper format. Please note, processing time will be slowed down dramatically as we will be required to print and send the document through the mail and await your return of the documents. The process to change the method of receipt is described below.

All notices and disclosures will be sent to you electronically

Upon your acceptance to receive electronic notifications, all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you will be provided electronically through the DocuSign system. All of the required documents will be provided to you at the address that you have given us.

How to contact Anoka County:

You may change your preferred method of contact whether electronically, or paper copies, or change your email address. You may also request paper copies of certain information from us, or withdraw your prior consent to receive documents. Please use the contact information below for your request and in the body of your correspondence, identify your desired action. If you are

changing an email address, please include your prior email address as well as your new address. If you no longer wish to receive future documents in electronic format, please include that request in the body of your email.

Email: helpdesk@co.anoka.mn.us
Phone: (763) 324-4110
Address: Anoka County Government Center
Attn: Information Technology, #300
2100 3rd Avenue
Anoka, MN 55303

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

ACKNOWLEDGEMENT

To confirm your access to the electronic notices and disclosures, which will be similar to other electronic notices and disclosures that we may provide to you, please acknowledge that you have read this ERSD by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

By selecting the check-box next to 'I agree to use electronic records and signatures', you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Anoka County as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Anoka County during the course of your relationship with Anoka County.



Memorandum

To: Mayor and City Council

From: Chief Antoine

Re: Police Officer Candidate Tentative Job Offer

(Pending a psychological, medical, drug exam and completed background.)

Date: October 18,2021

We have successfully completed the officer hiring process. We are currently finalizing backgrounds on two candidates.

I am happy to present to you Charlie Bloomer and Samuel Klimmek as the selected candidates for the position of Patrol Officer for the City of Spring Lake Park.

I am seeking Council's final approval to extend tentative job offers to Charlie Bloomer and Samuel Klimmek, pending passing a psychological, medical, drug exam and finalized background investigation. We are anticipating a tentative start date on or before November 7th, 2021.

Sincerely,

Josh Antoine

Police Chief



Memorandum

October 14, 2021

To: Mayor and City Council

From: Josh Antoine
Chief of Police

Re: 2022 Squad Purchase

Mayor and City Council,

I have received the State Bids for the 2022 Police squad cars. Since 2012 the Police departments has purchased Dodge Chargers for our patrol squads. We have seen many changes with the Chargers over the years to include AWD options. Although these changes have been necessary and welcomed, one change that cannot be made with a Charger is the size of the vehicle.

Since we started purchasing Dodge Chargers in 2012 the demands on Law Enforcement have changed and the equipment has changed along with those demands. We have medical equipment such as oxygen bags and Defibrillator's that need to be in a climate-controlled environment. We also have added new equipment including riot gear, specialized body armor and ballistic shields to the squad cars. With all of this equipment our current Dodge Charger trunks are running out of room.

I have researched and found that the 2022 Dodge Durango Pursuit AWD SUV package would fit the needs of the Police Department moving forward. The purchase price for a 2022 Dodge Durango is \$31,249 in comparison to a purchase price of \$29,697 for a 2022 Dodge Charger.

Currently we re-use equipment off of the Dodge Chargers to upfit a patrol squad car which does save money on the build. Some of our current equipment on the Dodge Chargers is aging and needs to be replaced. With the purchase of a 2022 Dodge Durango we will need to purchase new equipment, but may still be able to use some old equipment. With the new equipment and some of the old equipment I have an approximate build price of \$42,500. This will be approximately \$2700.00 over what is budgeted for the squad car in the 2022 budget.

I am requesting authorization from the Mayor and City Council to order a 2022 black Dodge Durango Pursuit AWD. I have spoken with Administrator Buchholtz and we are anticipating that in 2022 our overtime expenditure will be much lower than 2021. Therefore, I am proposing that any amount over the 2022 squad budget be taken out of the 2022 overtime budget.

Thank you and if there are any questions please feel free to ask.



Memorandum

To: Mayor Nelson and Members of the City Council

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

Date: October 14, 2021

Subject: Joint Powers Agreement with Anoka County for Elections

The City of Spring Lake Park has been a part of a Joint Powers Agreement for election expenses since 2013. The agreement has been a success, resulting in reduced costs, streamlined operation, and eliminated redundancies and inefficiencies in the operation our elections.

Anoka County has proposed a new election joint powers agreement with four changes:

1. The dates of the agreement will be updated to create another four-year term with an auto renewal for each subsequent calendar year. The new agreement would begin on January 1, 2022.
2. References to the North Suburban Hospital District will be removed from the agreement as it dissolved in 2019.
3. Census data language will be updated to use current census data for cost allocation, instead of referencing the 2010 census data.
4. With the growth of absentee voting by mail, Anoka County has absorbed the postage costs associated with mailing out the ballots. The proposed JPA would allocate absentee ballot postage expenses based on the same formula that is used for ballot costs. Anoka County will still pay the vast majority of absentee ballot postage costs, but the City will be responsible for some of these costs. Based on 2020 actual figures, I anticipate this change to result in an increase of approximately \$500.

Staff believes the City has benefited from the partnership with Anoka County Elections and recommends approval of the JPA.

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

Anoka County Contract No. _____
JOINT POWERS AGREEMENT BETWEEN
ANOKA COUNTY AND THE MUNICIPALITIES, TOWNSHIPS AND SCHOOL DISTRICTS
IN ANOKA COUNTY
TO ALLOCATE COSTS FOR ELECTION EXPENSES

This is a joint Powers Agreement (“JPA”) between the County of Anoka (“County”) and THE MUNICIPALITIES, TOWNSHIPS AND SCHOOL DISTRICTS IN ANOKA COUNTY (“Governmental Entities”) entered into pursuant to Minn. Stat. § 471.59, for the purchase, maintenance and use of election equipment, including conducting elections, by the County on behalf of the County and the Governmental Entities.

Section 1
Term

1. This JPA shall be in effect for a four-year term, beginning January 1, 2022 until December 31, 2025, subject to automatic renewal on January 1 of each subsequent calendar year beginning January 1, 2026.

Section 2
Contract Termination

2. During the initial four-year term, this JPA may only be terminated by written agreement of the County with the affected Governmental Entity. Beginning January 1, 2026, a Governmental Entity’s participation in this agreement may be terminated by that Governmental Entity providing written notice to the remaining parties no later than June 1 of any year, effective on January 1 of the following year.

Upon termination of the agreement, all right, title, and interest in any election equipment purchased by the County under the terms of this agreement for use by the Governmental Entity shall remain with the County. Any Governmental Entity withdrawing from this agreement assumes all costs, responsibilities and liabilities related to the purchase, maintenance and use of voting equipment in the conduct of elections in that jurisdiction. Any amounts of the Governmental Entity’s share of the cost of procurement of the Voting Equipment System and their proportional share of any other costs incurred by the County on their behalf that remain unpaid as of the date of termination shall become immediately due and payable by the Governmental Entity to the County.

Section 3
Voting Equipment System Definition

3. For purposes of this agreement, the Anoka County Voting Equipment System means a system in which the voter records votes by means of marking a ballot, so that votes may be counted by automatic tabulating equipment in the polling place where the ballot is cast or at a counting center. An electronic voting system includes automatic tabulating equipment; non-electronic ballot markers; electronic ballot markers, including electronic ballot display, audio ballot reader, and devices by which the voter will register the voter’s voting intent; software used to program automatic tabulators and layout ballots; computer programs used to accumulate precinct results; ballots; system documentation; and system testing as well as software used to manage the

assignment, deployment, chain of custody, and associated logistical operations of said equipment in Anoka County.

Section 4 Applicability

4. This agreement, and the use of the Voting Equipment System defined herein, between the County and the Governmental Entities is applicable for any election at which offices or questions for the following categories are voted on:

- Category A: Federal Offices
State Offices or Constitutional Amendments
Judicial Offices
County Offices or Ballot Questions
Soil and Water District Offices or Ballot Questions
- Category B: Municipal (Township) Offices or Ballot Questions
- Category C: School District Offices or Ballot Questions

Section 5 County Responsibilities

5. Except as otherwise provided in this contract or required by statute or state or federal rule, the County shall be responsible for preparing the specifications for the purchase and maintenance of the Voting Equipment System as defined herein and for the purchase and maintenance of the system, including making all payments and expenditures for capital and on-going operating costs related to the voting equipment system. In addition, for all Category A, B, and C Elections, Anoka County shall:
 - 5.1. Perform voting equipment system programming including ballots, ballot counters, ballot markers, and other components of the voting equipment system used to mark, count, record or report election returns and statistics.
 - 5.2. Perform programming and testing of the State Election Reporting System interface, subject to policies of the State.
 - 5.3. Program and develop a voting equipment testing plan for each election according to statutory requirements.
 - 5.4. Provide ballot design and layout services and arrange for the printing of ballots to be used in the elections.

Section 6 Governmental Entities' Responsibilities

6. Except as otherwise provided in this contract, each individual Governmental Entity shall be responsible for and shall perform all duties and assume all costs associated with the production of test decks, and conduct of pre-election and post-election tests and audits of

precinct voting equipment for each election and shall utilize county-provided software, as determined necessary by the County, to track the testing, assignment, deployment, chain of custody, and associated logistical operations of said equipment in Anoka County, as follows:

6.1. When Category A and/or B offices or questions appear on the ballot:

- 6.1.1. The municipality shall be responsible for and assume all costs associated with the production of test decks, and conduct of pre-election and post-election tests and audits of precinct voting equipment for all elections which include a Category A and/or B office or question.
- 6.1.2. The municipality shall assume all costs required to arrange for the use of polling places in the manner required by the Minnesota election law, for ensuring the physical set up of rooms and furnishings are conducive to the voting process, and for ensuring that all necessary equipment and supplies are delivered to the polling place for use on Election Day.
- 6.1.3. The municipality shall assume all costs related to picking up ballots, supplies and equipment from the Anoka County Elections and Voter Registration Office in Anoka and other storage locations that may be arranged from time to time, and transporting them to and from the polling place.
- 6.1.4. The municipality shall assume all costs related to issuing, receiving and processing absentee ballots cast by in-person absentee voters in that municipality including procurement and preparation of physical spaces, equipment, and staff needed to administer the process, and costs for delivery of voted ballots to the Anoka County Central Count Absentee Precinct.
- 6.1.5. The municipality shall assume all costs related to recruiting, hiring, and paying Election Judges for all hours served including training, testing, election day assignments, and any other work assignments associated with the election.

6.2. When only Category C offices or questions appear on the ballot:

- 6.2.1. The School District shall be responsible and shall assume all costs associated with the production of test decks and conduct of pre-election and post-election tests and audits of precinct voting equipment for all elections which include only Category C offices or questions.
- 6.2.2. The school district shall assume all costs required to arrange for the use of polling places in the manner required by law, for ensuring the physical set up of rooms and furnishings are conducive to the voting process, and for ensuring that all necessary equipment and supplies are delivered to the polling place for use on Election Day.
- 6.2.3. The school district shall assume all costs related to picking up ballots, supplies and equipment from the Anoka County Elections and Voter Registration Office in Anoka and other storage locations that may be arranged from time to time, and transporting them to and from the polling place.

6.2.4. The school district shall assume all costs related to issuing, receiving and processing absentee ballots cast by in-person absentee voters in the school district including procurement and preparation of physical spaces, equipment, and staff needed to administer the process, and costs for delivery of voted ballots to the Anoka County Central Count Absentee Precinct.

6.2.5. The school district shall assume all costs related to recruiting, hiring, and paying Election Judges for all hours served including training, testing, election day assignments, and any other work assignments associated with the election.

Section 7 Allocation of Election Expenses

7. Except as already specifically provided for herein, the Voting Equipment System procurement, maintenance and support cost shall be divided between the county, its municipalities, and school districts as follows:

7.1. The County shall incur 55% of the actual cost of procurement, operation, and maintenance of the system over the duration of this contract.

7.2. Municipalities located wholly or in part in Anoka County shall, collectively, incur 30% of the actual cost of procurement, operation, and maintenance of the system over the duration of this contract.

7.3. School Districts located wholly or in part in Anoka County shall incur 15% of the actual cost of procurement, operation, and maintenance of the system over the duration of this contract.

7.4. Anoka County shall make all payments and expenditures for capital and on-going operating and maintenance costs related to the system throughout the duration of this contract.

7.5. The annual fee for each jurisdiction shall be established as follows:

7.5.1. Each individual municipality shall pay a fee equal to that percentage of the total Anoka County population residing in that municipality at the time of the most recent census multiplied by the municipal share (30%) of the actual cost of procurement, plus the actual cost of operation and maintenance of the system, as solely determined by the County, calculated annually throughout the duration of the contract

7.5.2. Each individual school district shall pay a fee equal to that percentage of the total Anoka County population residing in that school district at the time of the most recent census multiplied by the school district share (15%) of the actual cost of procurement, plus the actual cost of operation and maintenance of the system, as solely determined by the County, calculated annually throughout the duration of the contract.

7.5.3. Each Governmental Entity shall be invoiced annually by June 1 for each calendar year of the agreement for the above referenced fees. Said fees shall be due and payable within thirty (30) calendar days of invoicing.

7.5.4. The Governmental Entities hereby agree that they will not reallocate any of the costs incurred herein.

7.6. For each governmental entity, the County shall determine that proportion of the ballot devoted to offices and questions for that entity as a percentage of the total number of column inches on the ballot, and provide an invoice to the governmental entity for that share of the cost of ballot printing, paper and normal delivery charges.

7.7. For each governmental entity, the County shall determine that proportion of the ballot devoted to offices and questions for that entity as a percentage of the total number of column inches on the ballot, and provide an invoice to the governmental entity for that share of the cost of postage for domestic mailed absentee ballots and absentee ballots cast under the Uniformed Overseas Citizens Absentee Voting Act (UOCAVA).

Section 8 Documentation of Election Expenses

8. Documentation of actual expenditures as required by the County is required for the allocation of election expenses pursuant to this agreement. Invoices or billing statements are acceptable documentation for goods or services purchased for vendors.

Section 9 Ownership

9. The Governmental Entities acknowledge that the County owns the Voting Equipment System and that the Governmental Entities are authorized to use said Voting Equipment System for official election related purposes. Use of the Voting Equipment System by the Governmental Entities for any other purpose is strictly prohibited absent express written consent of the County. The Governmental Entities hereby acknowledge and agree that the Voting Equipment System may contain proprietary and trade secret information that is owned by a third party and is protected under federal copyright law or other laws, rules, regulations, and decisions. The Governmental Entities shall protect and maintain the proprietary and trade secret status of the Voting Equipment System in their possession.

Section 10 Handling Of Equipment and Insurance

10. Each municipality shall be responsible for storage of elections equipment assigned by the county to that municipality. Municipalities shall make all necessary elections equipment in its possession available to other entities as directed by the county.

Each Governmental Entity acknowledges that it shall be responsible for the Voting Equipment System while it is in the Governmental Entity's custody. Each Governmental Entity, either through insurance or a self-insurance program, shall be responsible for all costs, fees, damages and expenses including but not limited to personal injury, storage, damage, repair and/or replacement of the Voting Equipment System while it is in the

Governmental Entity's custody and this contract is in effect unless such costs, fees, damages, and expenses are then currently covered under a manufacturer warranty covering said equipment. The Governmental Entities shall be responsible for, provide coverage for and shall provide proof of general liability and worker's compensating insurance (Hold Harmless Agreement) for all individuals providing services required by this contract. In addition to the foregoing, the Governmental Entities shall, during the term of this contract, maintain, through commercially available insurance or on a self-insured basis, property insurance coverage on all of the voting systems used or intended for use in this agreement to cover all repairs or replacement of the voting equipment if damaged or stolen. The Governmental Entities are responsible for any deductible under their policy.

Section 11 Independent Contractor

11. It is agreed that nothing in this contract is intended or should be construed as creating the relationship of agents, partners, joint ventures, or associates between the parties hereto or as constituting the County or the Governmental Entities as the employee of the other entity for any purpose or in any manner whatsoever. The County is an independent contractor and neither it, its employees, agents, nor its representatives are employees of the Governmental Entities. From any amounts due the County, there shall be no deductions for federal income tax or FICA payments, nor for any state income tax, nor for any other purposes which are associated with an employer-employee relationship unless required by law.

Section 12 Data Practices

12. All data created, collected, received, maintained, or disseminated for any purpose in the course of this contract is governed by the Minnesota Government Data Practices Act, any other applicable statute, or any rules adopted to implement the Act or statute, as well as federal statutes and regulations on data privacy.

Section 13 No Waiver

13. No delay or omission by either party hereto to exercise any right or power occurring upon any noncompliance or default by the other party with respect to any of the terms of this Agreement shall impair any such right or power or be construed to be a waiver thereof unless the same is consented to in writing. A waiver by either of the parties hereto of any of the covenants, conditions, or agreements to be observed by the other shall not be construed to be a waiver of any succeeding breach thereof or of any covenant, condition, or agreement herein contained. All remedies provided for in this Agreement shall be cumulative and in addition to, and not in lieu of, any other remedies available to either party at law, in equity, or otherwise.

Section 14 Governing Law

14. This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota.

Section 15
Entire Agreement

15. It is understood and agreed that the entire Agreement between the parties is contained herein and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof and hereby rescinds and replace all prior Agreements with the respective Governmental Entities with this Agreement. All items referred to in this Agreement are incorporated or attached and are deemed to be part of this Agreement. Any alterations, variations, modifications, or waivers of provisions of this Agreement shall only be valid when they have been reduced to writing as an amendment to this Agreement signed by the parties hereto.

Section 16
No Assignment

16. Neither party shall assign, sublet, or transfer this Agreement, either in whole or in part, without the prior written consent of the other party, and any attempt to do so shall be void and of no force and effect.

Section 17
No Warranty

17. The Governmental Entities agree that the County is furnishing the Voting Equipment System on an "as is" basis, without representation or any express or implied warranties, other than those provided by any maintenance agreement entered into by the County for the maintenance of the Voting Equipment System, including but not limited to, fitness for particular purpose, merchantability or the accuracy and completeness of the Voting Equipment System.

The Governmental Entity's exclusive remedy and the County's sole liability for any substantial defect which impairs the use of the Voting Equipment System for the purposes stated herein shall be the right to terminate this agreement.

The County does not warrant that the Election Voting Equipment System will be error free.

The County disclaims any other warranties, express or implied, respecting this agreement or the Voting Equipment System.

In no event shall the County be liable for actual, direct, indirect, special, incidental, consequential damages (even if the County has been advised of the possibility of such damage) or loss of profit, loss of business or any other financial loss or any other damage arising out of performance or failure of performance of this Agreement by the County. Except as otherwise specifically provided for in this agreement, County and the Governmental Entities agree each will be responsible for their own acts and omissions under this Agreement and the results thereof and shall to the extent authorized by law defend, indemnify and hold harmless the other party for such acts. Each party shall not be responsible for the acts, errors or omissions of any other party under the Agreement and the results thereof. The parties' respective liabilities shall be governed by the provisions of the Municipal Tort Claims Act, Minnesota Statutes Chapter 466, and other applicable law. This paragraph shall not be construed to bar legal remedies one party may have for the other party's failure to fulfill its obligations under this Agreement. Nothing in this Agreement

constitutes a waiver by the Governmental Entities or County of any statutory or common law defenses, immunities, or limits on liability.

**Section 18
Notice**

18. Any notice or demand shall be in writing and shall be sent registered or certified mail to the other party addressed as follows:

To the Governmental Entity: To the person and address designated by each Governmental Entity in writing.

To the County: Anoka County Administrator
 2100 3rd Avenue, Suite 700
 Anoka MN 55303

Copy to: Anoka County Elections Manager
 2100 3rd Avenue, Suite 160
 Anoka MN 55303

**Section 19
Audit Provision**

19. Both parties agree that either party, the State Auditor, or any of their duly authorized representatives at any time during normal business hours, and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., which are pertinent to the accounting practices and procedures of the other party and involve transactions relating to this Agreement. Such materials shall be maintained, and such access and rights shall be in force and effect during the period of the contract and for six (6) years after its termination or cancellation.

**Section 20
Survival of Provisions**

20. It is expressly understood and agreed that the obligations and warranties of the Governmental Entity and County hereof shall survive the completion of performance and termination or cancellation of this Agreement.

**Section 21
Authority**

21. The person or persons executing this Joint Powers Agreement on behalf of the Governmental Entity and County represent that they are duly authorized to execute this Joint Powers Agreement on behalf of the Governmental Entity and the County and represent and warrant that this Joint Powers Agreement is a legal, valid and binding obligation and is enforceable in accordance with its terms.

(Rest of page left intentionally blank)

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands.

COUNTY OF ANOKA

By: _____
Scott Schulte, Chair,
Anoka County Board of Commissioners

Dated: _____

By: _____
Rhonda Sivarajah,
Anoka County Administrator

Dated: _____

APPROVED AS TO FORM:

By: _____
Jason Stover
Assistant Anoka County Attorney

Dated: _____

CITY OF ***

By: _____
****, Its Mayor

Dated: _____

By: _____
***, Its City Clerk

Dated: _____

***** SCHOOL DISTRICT *****

By:

***, Its Superintendent

Dated: _____

By:

***, Its ***

Dated: _____



City of Spring Lake Park
Engineer's Project Status Report

To: Council Members and Staff
From: Phil Gravel

Re: **Status Report for 10.18.21 Meeting**
File No.: R-18GEN

Note: Updated information is shown in *italics*.

2021 MS4 Permit and SWPPP Update (193805251). Annual Report and Public Meeting due by June 30th. Pond, structural BMP, and outfall inspections due by July 31st. Program analysis due in December. Coordination with CCWD related to TMDL information will happen as needed. The application has been submitted to MPCA for their review. Annual Public Meeting was held on July 6, 2021. Ordinance updates have been processed.

Risk and Resiliency Assessment (RRA) and Emergency Response Plan (ERP) – Water System (193805314). This is an assessment and evaluation of the water system based on requirements of the Environmental Protection Agency (EPA) and Department of Homeland Security (DHS). ERP completion by 12/30/21. The RRA was completed and certified by the EPA at the end of June. *The next step is the completion of the ERP. The target date for completing the ERP is November 15, 2021.*

Utilities for 525 Osborn Road Project (193805012). This city project was for off-site utilities for 525 Osborne Rd. Construction was completed in 2020. *Final Contractor payment can be processed.*

Suite Living Spring Lake Park (Hampton Cos. project at 525 Osborne). Utility connections have been made. *Site work continues – developer needs to complete restoration at Spring Crest Estates.*

Stormwater Utility Plan (193804944). The city is considering a stormwater utility charge. Ordinance has been processed. *The next step is to work with billing department on implementation set-up.*

2021 Sewer Lining Project (193805204). This project included lining in the general area between Terrace and Monroe and south of 81st Avenue. Terry Randall is watching this project. Construction Contracts have been signed. *A Preconstruction Conference was held on September 30th.*

2021 Street Seal Coat and Crack Repair Project (193805205). Project area was south of 81st Ave. and west of Monroe St. Work has been completed. *Final contractor payment can be processed.*

Sidewalk Project: Possible sidewalk improvements in Triangle Park and at City Hall. This work will be delayed until 2022 and may be combined with the 2022 Street Project.

2022 Street Improvements Project (193805383). This project will include pavement replacement in the Garfield-Hayes neighborhood. Feasibility Report was received on Sept. 7th. *Public Improvement Hearing was on October 4th. Construction Plans and Specifications are being prepared.*

2021 Storm Pond and Basin Inspections: Staff has inspected storm ponds in the area east of TH65 and north of 81st Ave. in 2021. Repair work on many of the city (public) ponds has been completed. *Letters have been sent to owners of private ponds to inform them of required maintenance.*

9-29-21 Status of Spring Lake Park Cellular Antenna Installations on Water Towers:

- **2021 T-Mobile/Sprint antennae replacement on Arthur Street tower.** This is a new request based on a 12-30-20 email message from Shane Bagley of Begley Wireless Consultants to Dan Buchholtz. Construction Drawings (CDs) prepared by Fullerton Engineering Design (dated 12/15/20 and updated 5/25/21). A second Construction Documents (CDs) Review memo was sent to applicant on 6/8/2021. *CDs are okay - remaining issues will be resolved at Preconstruction Conference. Lease negotiations complete as of 9/20/21 with approval of Lease Amendment #4. Contractor will need to provide insurance certificate and bond.*

- **T-Mobile Antenna Maintenance on Able Street Tower (2020 Anchor).** This project includes antennae replacement. The contact person for the design is Tom Jemilo at insite inc. Review of the Construction Drawings (CDs) for this project were approved on 9/29/20. The Second Amendment to T-Mobile Lease Agreement was approved in January 2021. Preconstruction Conference was held with Premise Electrical on 2/17/21. The Electrical portion of the work was done as of 4/5/21. The antenna work has been completed. *9/20/21 msg to contractor: They need to remove the unused conduit as shown on the drawings and discussed at the pre-con. This project is not OK to finalize.*

- **T-Mobile Utility Upgrade/Generator - Able Street Tower (Network Hardening).** Contact people for the project are Tom Jemilo at insite inc. and Jason Bayer from JDR (contractor). Review of the drawings was completed in 2020. Precon was held on 1/13/21. Construction was substantially complete as of 2/9/21. Natural gas has been installed. Generator has been startup has been completed. *Restoration is an issue (5/12/21): The turf not acceptable, fence is broken. Photos have been sent to the Contractor. 7/13/21: No Change. Site will be inspected this week. 9/20/21: This project is acceptable from an inspection standpoint. The City and the Contractor can take the next steps to finalizing the project*

- **2019-2021 Verizon on Arthur Street tower.** This is a new installation. The contact person is Michael Raia of TechScope. Revised Construction Drawings labeled Revision E were submitted in March 2019 and are considered approvable. Final Lease was approved by city council on October 21, 2019. *Construction may not occur until late 2021.*

- **2021 Clearwire equipment removal from Able Street tower (MS52XC144).** Equipment removal project (from Qualtek Wireless - fall of 2020). City Building Permit Number for this project is 2020-00449. Plans have been reviewed by engineering/public works. Precon was on March 20, 2021 (minutes sent on 4/2/21). Construction started on April 28, 2021. Removal work on tank has been completed. 7/13/21: Tom Slack has completed his paint touch-up work. Clearwire said that they planned to remove concrete pad and finish site restoration. 9/20/21: This project is acceptable from an inspection standpoint. *9/27/21: City and Contractor can take the next steps to finalizing the project – Qualtek would like to close out permit 2020-00449.*

Feel free to contact Harlan Olson, Phil Carlson, Jim Engfer, Mark Rolfs, Marc Janovec, Peter Allen, or me if you have any questions or require any additional information.

CORRESPONDENCE

October 7, 2021

Dear Water Suppliers in the Mississippi Headwaters watershed,

This week's Drought Monitor map shows that 41% of the Mississippi Headwaters watershed is in severe drought and only 1% is in extreme drought with the remainder of the watershed in moderate drought or abnormally dry. According to the State Drought Plan triggers, this means the watershed can now be **moved to the Drought Watch Phase**. DNR continues to closely monitor the streamflow levels and flows in the Mississippi River. This means the goal of reducing water use to 50% above January use **has been relaxed**. However, continued water conservation efforts are still needed.

Water Supplier Actions Needed

1. All Water Suppliers:

- a) Monitor potential conflicts and problems and notify DNR of source conflicts.
- b) Provide conservation information and request customers to implement voluntary measures to reduce water use.
- c) Fall hydrant flushing may proceed as needed, consider a smaller version, reducing water use where and when possible. The Minnesota Dept. of Health recommends that water suppliers: develop a hydrant flushing program to maintain water quality in the distribution system.

2. Change from Warning Phase: If your community implemented stronger conservation measures during the Drought Warning Phase, these may be relaxed if your water supply situation is sustainable. If you have storage capacity concerns, well limitations or other issues, you may continue to keep strong local ordinances to protect your water supply.

3. Other Suggestions:

- Additional hydrant flushing guidance:
 - <https://www.health.state.mn.us/communities/environment/water/docs/com/buildutil.pdf>
 - National Fire Protection Association: Fire hydrants should be flushed at least annually to verify operation, address repairs, and verify reliability.
 - Minnesota Rural Water Association: <http://www.mrwa.com/MNWWMnl/21-Distribution%20System%20Operation.pdf>
- Please alert your local [DNR hydrologists](#) to any water supply concerns or issues during the fall.
- [Sign up](#) to receive GovDelivery updates about drought in Minnesota, drought preparations and response, and important ways to conserve water.

Best regards,

Randall Doneen

Conservation Assistance and Regulation Section Manager | Ecological and Water Resources Division

Phone: 651-259-5156

Email: randall.doneen@state.mn.us



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Cold Weather Rule Takes Effect Oct. 1

Customers are protected from service disconnection from Oct. 1 through April 30

MINNEAPOLIS (Sept. 30, 2021) – The Minnesota Cold Weather Rule takes effect Friday, and Xcel Energy wants to ensure that residential customers who need assistance paying their energy bills this winter can get the help they need.

Under the rule, residential customers are protected from service disconnection from Oct. 1 through the following April 30, if the disconnection would affect the customer's primary heating source. Customers must immediately contact their utility and set up a payment plan if they receive a disconnection notice.

"We understand our customers can sometimes face challenges paying their electric and natural gas bills and we want to provide options such as payment plans and energy assistance to assist them through these difficult times," said Chris Cardenas, vice president, customer care. "We have several programs and work with many agencies who can provide support or identify other resources for customers in need."

Income-eligible customers who contact Xcel Energy for Cold Weather Rule protection can establish plans to make monthly payments not to exceed 10 percent of household income. Xcel Energy will also provide contact information for local community energy assistance programs.

Eligible customers can also receive help with their bills through Xcel Energy's Payment Plan Credit Program. About \$2.7 million is still available for residential customers with balances of more than \$1,000 who are not currently enrolled in a payment plan. Through this program, customers receive bill credits equal to 75% of their current balance – 25% is provided as an upfront credit and the remaining 50% is issued in equal monthly bill credits for up to eleven months, as long as payments continue to be made.

Customers were recently sent information about the Cold Weather Rule with their energy bills. For more information, customers can call Xcel Energy's residential customer service line at 1-800-895-4999 Monday through Friday from 7 a.m. to 7 p.m. and Saturday from 9 a.m. to 5 p.m.

Additionally, customers can visit the [Xcel Energy website](#) for more information about the Cold Weather Rule and energy assistance options.

###

About Xcel Energy

Xcel Energy (NASDAQ: XEL) provides the energy that powers millions of homes and businesses across eight Western and Midwestern states. Headquartered in Minneapolis, the company is an industry leader in responsibly reducing carbon emissions and producing and delivering clean energy solutions from a variety of renewable sources at competitive prices. For more information, visit [xcelenergy.com](https://www.xcelenergy.com) or follow us on [Twitter](#) and [Facebook](#).

October 5, 2021

Municipal Market Comments

Munis Entering The Home Stretch And Volatility May Provide Investors With Some Holiday - Time Opportunities; But The Operative Word Is May

Thinking about the publication date of this week's *Municipal Basis Points*, we have to ask ourselves how did the time pass by so quickly as it seems like we just turned the calendar to January 1, 2021. While the COVID transmission rates, with the Delta variant now mixed in, have once again made a normalized back-to-school experience elusive for so many parents and students, Labor Day is now in the rear-view mirror, fall is upon us, and the traditional year-end holiday season is quickly closing in. With six policy meetings on the books and two remaining for the year, ***the FOMC is likely to make some rather consequential decisions of historic significance before the conclusion of 2021.***

Ahead of last month's FOMC meeting, the Fed was hoping to convey a message of calm while signaling to the markets that a tapering of its unprecedented bond-buying spree was upon us. Unfortunately, the debt crisis surrounding Chinese property developer Evergrande and advancing contagion fears resonated throughout global financial assets, thus setting up an unexpected wave of volatility and making it easier for stakeholders to seek cover as the Central Bank was set to convene its two-day policy session. Political stalemate in Washington with a looming deadline to raise the debt ceiling only added fuel to the fire. Throughout the first three weeks of September, U.S. Treasury yields, while clearly unsettled thanks, in part, to heavy government and corporate bond sales earlier in the month, kept to a tighter trading range before the 10 and 30-year benchmarks jumped about 25 basis points during the final week of the month.

By most accounts, the FOMC meeting did not conclude with any revelations surrounding the tapering of Central Bank balance sheet asset purchases, nor did Chair Powell's remarks at the post-meeting press conference signal any unanticipated deviations from his market-tested script. The policy statement indicated, "If progress continues broadly as expected, the Committee judges that a moderation in the pace of asset purchases may soon be warranted." Although no direct specifics were offered, it seems as though a gradual tapering campaign can be expected to conclude mid-way through 2022, assuming that the recovery holds the

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course. ***Perhaps the timing of interest rate lift-off caught some market participants by surprise as about half of the members now anticipate raising the Fed Funds rate by the end of 2022, as compared to a slight majority telegraphing lift-off in 2023 with June's revised economic projections.***

As the economy continues to move closer to the Fed's goals on "substantial further progress" on inflation and employment, prospects for a late 2022 rate hike become increasingly more likely and we would expect policymakers to move closer to consensus over the coming FOMC sessions. Chair Powell commented during the press conference that, "For inflation, we appear to have achieved more than significant progress, substantial further progress. That part of the test is achieved in my view and the view of many others." Although Chair Powell retains his transitory bias towards inflation as continuing supply constraints make it difficult to meet outsized demand, he does acknowledge "frustrating" price pressures that he sees extending into next year. Mr. Powell continued, "My own view is the test for substantial further progress on employment is all but met."

All eyes will be focused upon this Friday's release of September's labor report, with a particular interest in last month's nonfarm payrolls given the outsized miss and seven-month low in August job creation of only 235,000 while consensus called for 725,000 new positions. Clearly, delta variant driven viral transmissions and the associated concerns over our nation's growth trajectory weighed heavily on the employment backdrop as many employers held off on hiring and so many in the candidate pool took to the sidelines, with the more COVID-sensitive sectors showing the most impact, especially the leisure and hospitality space which came in virtually unchanged. Retail trade employment was down during the month largely due to weakness across food and beverage services. Although nonfarm employment has advanced by 17 million since April 2020, it remains suppressed by 5.3 million jobs, or 3.5%, from a pre-pandemic level posted in February 2020.

September payrolls are forecasted to come in at about 500,000 with record vacancies guiding the optimism and the national unemployment rate is expected to drop to 5.1% from 5.2%. ***Given the vagaries of the public health crisis, we have maintained that while the recovery will likely continue to move forward, it will do so at an uneven pace with a direct impact to GDP despite accelerating wage gains.***

In our opinion, the "law of diminishing returns" now envelops the unprecedented levels of monetary policy accommodation that have been provided by the Fed and the economy has absorbed sufficient stimulus with now being the time for growth to take on a more organic path. While it is reasonable for us to pare back our growth expectations for the second half of 2021, real GDP can still be expected to post full year annual growth of around 6% year over year.

While the labor data points form the Fed's narrative for meeting its goal of full employment, the August print did nothing to alter the policy course and we do not see anything on the jobs horizon that would shift sentiment away from the "substantial progress" bias. We think that the termination of supplemental unemployment insurance benefits and ongoing, albeit slowing, efforts to seek the COVID vaccination should help to lift employer confidence and drive a more encouraging jobs report for September.

While one data print should not necessarily alter the investment thesis, we are mindful that evolving public health conditions could elevate volatility and dissuade workers from re-engaging with the workforce or returning to the office, particularly if homeschooling and general child-care issues are a

primary concern. Again, the strong August wage growth indicates that labor supply as opposed to demand was responsible for the soft print.

Further, while school re-openings have yet to normalize, we are seeing more consistency in staying on track year over year and there is growing evidence that perhaps the transmission rates have peaked and are now on the decline overall. The September labor report would only provide one additional month of employment data ahead of the early November FOMC meeting, yet economic resiliency is firmly in place and participants are not necessarily looking for an outsized number, even though job formation trails the Central Bank's employment goals. **Thus, we would not be surprised to receive a taper announcement next month, but delta will remain a key determinant.**

At this point, any specifics on the Fed's looming tapering schedule is subject to conjecture and so we choose to refrain from making any prognostications as to the individual levels of tapering for U.S. Treasury and mortgage backed securities respectively. **More recent inflation data has demonstrated some variability, yet there seems to be a fairly unified front among the Fed, ECB, and other Central Bankers that inflationary surges are transitory given the perceived temporary effects of supply-chain disruptions (which may give rise to disappointing Christmas deliveries) against a thickening wall of demand driven by the realities of a re-engaging economy.**

As we have indicated, while Central Bank theory has a place in our investment calculus, we are concerned that perhaps inflation may become more heated and remain above the Fed's 2% target longer than currently envisioned. If this turns out to be the case, we cannot rule out the need for unexpected monetary policy intervention. Having said this, the impact would likely have more influence on the timing of the Fed's "lift-off" sequence. For now, we are just starting to assess the impact of a shifting composition in Fed membership given the recently announced retirements of Dallas Fed President Kaplan and Boston Fed President Rosengren, particularly with an anticipated tight split among voting participants during the 2022 policy session.

Interestingly, the dot-plot illustration does not distinguish between voting and non-voting members. President Rosengren's departure seems more consequential as President Kaplan would not be casting a vote until 2023 and so there now exists less predictability over lift-off. Furthermore, there will be a number of vacant seats on the Board of Governors in 2022, and although we expect Chair Powell to serve a second term, President Biden has yet to advance his nomination. **In our view, Jerome Powell has demonstrated a steady hand as Fed Chair and we think that it would be a disservice to the Central Bank, the economy, and to the financial markets to inject uncertainty into the system at a time when stability and a sense of the familiar are of critical importance.**

While monetary policy is certainly driving market sentiment, Washington discourse is creating a more urgent call to action. Against a backdrop of debating infrastructure and the Democrats' consideration of reconciliation legislation, Congress must move to raise the Federal debt ceiling or risk defaulting on U.S. government debt and missing payments to military personnel and senior citizens. Treasury Secretary Janet Yellen has called upon legislators to reach a deal by October 18th and Fed Chair Powell has made similar pleas. Let's recall that S&P downgraded the debt of the U.S. government in 2011 from "AAA" to "AA+" when the Treasury came close to missing essential payments. As of this writing, House-passed legislation to avert a government shutdown and suspend the debt limit appears to be encountering resistance in the Senate.

With all of this volatility, it is no wonder why bond yields have climbed appreciably in September. The benchmark 10-year UST yield remains just under 1.5% as of this writing, yet we do envision a level closer to 1.75% by year-end with tapering expected to set in by December. Such a move can be expected to lift bond yields going forward and test those YTD highs achieved last spring even before the onset of “lift-off” beyond 2021. The risk of not suspending the debt ceiling will only fuel bond yields higher, contributing to a steeper Treasury yield curve. The Treasury Department reports that Congress has elevated or suspended the debt ceiling 78 times since 1960, with the last time being in 2019.

Throughout September, 10 and 30-year benchmark muni yields advanced by 20 and 15 basis points respectively, driven primarily by the sell-off in the Treasury market. As we approach year-end, we are wondering just how much of what we loved about munis in 2021 can be salvaged. ***Our optimistic bias suggests that munis will finish the year with more than just an honorable mention. Given the noted back-up in rates, there is still ample cash awaiting investment guidance and retail investors are still seeking value opportunities, but apprehension lingers. For 30 consecutive weeks, muni fund flows have remained positive, although the pace of deposits is showing signs of waning.***

It is worth observing that retail seems distracted by the Puerto Rico restructuring offers now being disseminated as directional clarity has become high priority. New issue deal placement has seen some improvement as compared to the prior week, with deals being bid at wider spreads, and more competitive offerings are showing zero syndicate balances. ***In our view, primary issuance should continue to be absorbed through the balance of the year as technicals hold in, yet certain issuers will remain fixated on health policy directives and political uncertainty, which may impact marketing decisions.*** Inflationary pressure may prove less transitory and we are seeing a greater focus on receding policy accommodation over the coming months.

We have a lot of uncertainty in the market right now, and when there is a lot of uncertainty, that gives the issuer community pause. State and local government officials are struggling to handicap the effects of delta transmission rates while at the same time they are seeking to expand the penetration of COVID vaccinations. Long-dated tax-exempt muni yields are moving closer to testing their highs of last March, with more enticing relative value ratios now being offered throughout the curve. As of this writing, ten and 30-year benchmark ratios stand at 77% and 82%, respectively, a considerably higher zip code than what has back-dropped the muni market for much of the year.

As stated this time last month, it had been a while since the muni index displayed negative monthly returns and now we have two consecutive months of losses to end Q3 in the red. ***Parsing the performance data for September, we can see the headwinds confronting the bond markets, yet we observe that munis outperformed UST. We suspect that had it not been for supportive summer technical conditions, emerging prospects for relaxed eligibility issuance guidelines, and renewed optimism for higher taxes, munis would have likely exhibited even more volatility and perhaps weaker returns last month and for the quarter.*** Last month, munis lost 72 basis points while UST returned (-) 1.08%. YTD, munis are still outperforming Treasuries, 79 basis versus a loss of 2.5%.

The 7-year and in tenors all outperformed the broader muni index in September, with the 10-year and out maturities underperforming. ***The stronger shorter-end returns last month likely reflect weaker pent-up demand for longer-dated securities with less active reinvestment needs and more visible market***

volatility against a backdrop of more prevalent inflationary concerns and a closer pivot in Fed policy that could pressure Treasury yields higher.

General obligation bonds modestly outperformed revenue bonds during September and we note that hospital revenue bond performance closely tracked that of the broader revenue sector following more visible underperformance throughout August. ***We suspect that hospitals are managing the higher COVID caseloads, which have likely peaked, and have not moved significantly away from higher margin procedures such as elective surgeries.***

Muni high-yield outperformed the broader muni index with a loss of 65 basis points, yet the monthly performance gap between the two has narrowed. YTD, high-yield still significantly outperforms the broader index. ***Last month witnessed some spread within IG space, and we are now at cheaper relative value ratios and valuations for higher quality cohorts have created some relative interest. As we posited some time ago, any significant market sell-off would likely impact high-yield performance the most with a more pronounced widening in credit spreads, and we have even witnessed the first outflow in high yield cash in quite some time.***

While value can be found with acquiring high yield securities, high yield investors should exercise care when seeking alpha, as various credits are being structured with weaker covenants. We believe that tightly secured covenants are of particular benefit in a contractionary period whereby revenue disruption could occur. Although it remains questionable as to how much more performance there is to unlock in the high yield space, high yield can act as a defensive strategy as concern over rising interest rates mounts.

We acknowledge that certain high yield issuers are diluting credit protection as a way to preserve some degree of debt flexibility with the knowledge that high yield product is in tight supply and above-market income is in high demand. We note that high yield municipal bond defaults are rising (especially among more highly speculative business models), against a generally stable high yield credit backdrop, with more recent transactions showing impairment and transitioning into eventual monetary default. ***Currently, we do not envision acute credit stress in the high yield space that could undermine performance through year-end.***

With three months remaining in the year, the performance trajectory for munis is less clear even though new issue supply is unlikely to keep pace with bond redemptions and maturing securities. Now that the Fed appears to be approaching the beginning stages of the tapering process, with interest rate “lift-off” still a long way off, perhaps market participants can be less reactive to monetary policy pronouncements through the balance of the year (yes, we know this is wishful thinking). ***Although we believe that munis still have the ability to generate positive performance, admittedly such performance could be compromised should technicals become much less constructive, prospects for higher taxes and President Biden’s overall legislative agenda fade considerably, and should Washington’s political dysfunction create further bond market dislocation and spread widening.***

Even without a lift in federal tax rates, however, munis should continue to offer very desirable credit quality and diversification attributes, and these very attributes are expected to further entice foreign investment into the asset class. As for domestic banks and insurance company interest, we would expect to

see continued value in the muni tax exemption for regional banks and P&C insurance companies. ***Of course, ongoing interest in taxable munis from foreign buyers should elevate muni placement upon the global investment stage.***

Not only were taxable muni returns negative in September, taxables significantly underperformed the broader muni market with a loss of 1.24%, bringing YTD (through September) taxable performance down to 50 basis points. Parsing the volume data for September provides some counter-intuitive observations. September saw a drop in taxable muni supply by over 60% year-over-year as overall muni volume declined by about 33% during the same time period. Although ***lower taxable issuance comes as little surprise given prior quarters of outsized taxable volume, we would have thought that the dearth of taxable supply would have produced better performance.***

The infrastructure debate continues as Congress has yet to finalize infrastructure legislation and in the meantime, issuers are trying to assess their capital needs. Further, there are new state and local funding allocations that issuers are still trying to figure out how best to incorporate such funds into the budgetary process. The uncertainty surrounding Central Bank monetary policy and the added market volatility in the Treasury market were contributing factors. With the September volatility and the attendant back-up in rates, such resultant market conditions have served to create lower taxable muni volume. We continue to expect aggregate taxable sales for 2021 to be around 20% of total muni volume as opposed to the 30% of full-year 2020 issuance.

As long as rates are low enough and if you have a compelling enough spread environment that produces fertile ground for taxable advance refunding issuance, this structure will continue to be viable. We do note, however, part of that advance refunding need has been satisfied, and the rate and spread relationships are not necessarily as compelling as they were at the beginning of the year.

Nevertheless, a number of issuers who have been waiting on the sidelines in anticipation of some muni-friendly legislative provisions may want to step in and take advantage of still attractive rates before they move higher. As we consider the forward calendar, we do see elevated taxable deals on deck. ***While taxable munis may be lagging the broader muni index YTD, taxable munis have demonstrated better performance relative to a number of taxable alternatives, and we suspect that this trend will continue through year-end.***

Lower taxable muni volume can also be attributable to the use of financing alternatives such as forward-delivery bonds, private placements and the marketing of certain debt issued with corporate CUSIPS. Forward delivery bonds are a vehicle that provides, from an issuer perspective, a way to avoid or reduce interest rate risk and lock in savings by utilizing a structure that works like a current refunding, thus getting around existing call constraints. With forwards, however, an issuer may run the risk of a deal not closing should the purchase contract allow for certain investor outs, such as failure to attain a rating assignment, issuance of a qualified legal opinion, or loss of tax-exemption. Investors typically benefit from additional yield spread given the potential that they may be unable to take delivery of the securities.

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VALUATION Viewpoint

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SHENEHON
BUSINESS & REAL ESTATE VALUATIONS

New Legislation Allows Appraisers to Perform Evaluations

by Natalie Mandley and Christopher Stockness

The State of Minnesota recently passed legislation that allows appraisers to provide evaluations in addition to the appraisals they are already licensed to provide to the public. What does this legislation mean and how does it impact you?

What has changed?

The Appraisal Institute provides this explanation of what this legislation means: "In most states, a state-licensed or state-certified real estate appraiser is required to comply with USPAP [Uniform Standards of Professional Appraisal Practice] when developing an opinion of the value of real estate, as is required by the IAEG [Interagency Appraisal and Evaluation Guidelines]. Many financial institutions do not want a USPAP-compliant appraisal when they are permitted to use non-USPAP compliant evaluations. Instead of using the most competent and qualified professional to obtain a market value opinion, financial institutions go to other non-

appraiser professionals (i.e., internal bank staff, financial analysts, accountants, brokers/salespersons, etc.) to obtain real estate valuation information. This results in greater risk to the banking system and lost business for appraisers."

Appraisers in the State of Minnesota may now provide evaluations. Previously, all opinions of value prepared by appraisers had to comply with USPAP, thus excluding them from providing evaluations which do not comply with this set of standards. Non-appraisers, typically financial professionals, could prepare evaluations, as the development and presentation of the opinion of value in an evaluation; however, until August 1, 2021, appraisers could only prepare appraisals (opinions of value that comply with USPAP). When providing an evaluation, an appraiser does not have to comply with USPAP, but must disclose it is not an appraisal when providing the evaluation to the client.

What is an evaluation?

Simply put, appraisals must comply with USPAP, while evaluations do not. In addition, evaluations are restricted to properties below a particular value threshold (less than \$500,000 in value), or to opinions of value in certain circumstances. An evaluation is an opinion of value that must follow Interagency Appraisal and Evaluation Guidelines imposed by the federal government, but does not have to comply with USPAP, which governs the opinion of value presented in an appraisal.

What is an appraisal?

Appraisals must comply with the Uniform Standards of Professional Appraisal Practice and, in Minnesota, can only

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National Market Trends & Value Indicators

| High Qual. Institut'l Grade | Value Δ Over Past 12 Mo. |
|----------------------------------|---------------------------------|
| Office | 1% |
| Mall | 3% |
| Strip Retail | 10% |
| Industrial | 27% |
| Apartment | 12% |
| Health Care | 7% |
| Lodging | 24% |
| Manufactured Home Park | 18% |
| Self-Storage | 30% |
| Student Housing | 16% |
| | YoY Change |
| New Housing Starts - Q2 Midwest* | 31.9% |
| Productivity** | 1.9% |
| U.S. Unemployment*** | -47% |
| Consumer Confidence Index**** | 34.20% |

Real Estate Indicators from Green Street Advisors CPPI Report,
*Source: St. Louis FRED, ** 2Q 2020/2Q 2021 - Source: Bureau of
Labor Statistics, *** Jul 2020/Jul 2021 - Source: Bureau of Labor Statistics,
**** Aug 2020/Aug 2021 - Source: The Conference Board

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Comparing Controlling Interest Transactions

Common Mistakes Valuation Analysts Make When Using the Controlling Interest Transaction Method to Value a Business

by Cody Lindman

When valuing a business, valuation analysts consider three approaches to value: the income approach, the market approach, and the asset approach. Two of the most common valuation methods within the market approach are the guideline public company method and the controlling interest transaction method. When utilizing the controlling interest transaction method, the most frequently used transaction database is DealStats. Below are some of the most common mistakes we see other valuation analysts make when utilizing a transaction database such as DealStats.

Searching the Incorrect Industry for Comparable Transactions

When utilizing the controlling interest transaction method, the first step is to search for comparable transactions. It should be easy, right? All you have to do is search by the subject company's SIC or NAICS industry code. The process should be easy given that companies list the NAICS code most applicable to their business on their federal tax return, right? **Wrong.** Although some valuation analysts may not admit it, determining the correct SIC and NAICS code for a business is a critical part of the valuation process and more difficult to get right than you would think. One of the reasons for the difficulty is the fact that most businesses do not fit cleanly into a particular SIC or NAICS code. In these instances, it is up to the appraiser to determine what they believe is the most appropriate SIC or NAICS code. As for the NAICS code listed on the subject company's federal tax return, we have found that the code listed is incorrect approximately half of the time. When this occurs, the valuation analyst must research the subject business, examine the possible NAICS codes, and select the most accurate one.

Including Transactions Involving Companies Dissimilar to the Subject Company

After some difficulty, the valuation analyst has now determined the subject company's SIC and NAICS code. After searching by either the subject's SIC or NAICS code, the valuation analyst now has a list of comparable transactions. Now all they need to do is multiply one of the subject company's financial metrics by the analogous median multiple of the comparable transactions to determine the value of the subject company, right? **Wrong.** The most important and often overlooked step in utilizing the controlling interest transaction method is to attempt to fully

understand and question each of the comparable transactions. As we discussed previously, determining the correct SIC or NAICS code for a business is difficult. Therefore, it should not be a surprise that the people who categorize



the comparable transactions sometimes make mistakes and mis-characterize the industry in which a business operates. Additionally, some of the transactions may involve businesses that are significantly smaller or larger than the subject company. Lastly, each transaction is subject to different terms, such as how the transactions will be financed, what is transferred, etc. It is up to the valuation analyst to look at the financial metrics, read the description of the acquired business, and understand the terms of the transaction to determine whether the transaction should be included as a comparable.


Failing to Account for the Differences in Asset and Stock Transactions

One of the most important things to note when analyzing a transaction pulled from DealStats is whether the transaction is characterized as either an "asset sale" or a "stock sale." In a typical asset sale, the transaction is structured whereby the buyer acquires the inventory, furniture, fixtures, and equipment (FF&E), and intangible assets while the seller retains the company's cash and receivables and pays off the company's debt. A stock sale is considerably more straightforward; a buyer purchases all of the target company's shares that are issued and outstanding. Although both types of transactions can be used to value a business, valuation analysts should be aware of the differences between the two structures. One way to handle the differences is to separate asset sales and stock sales into two different groups and then apply the corresponding

Comparing Controlling Interest Transactions

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multiples separately. However, this can be challenging if there are only a few asset sales or stock sales. Alternatively, a valuation analyst can restate the selling price of asset sales to convert them into a stock sale equivalent or vice-versa. This is normally the approach that valuation analysts at Shenehon undertake because it allows us to consider all of the comparable transactions on an apples-to-apples basis. To convert an asset sale to a stock sale equivalent, a valuation analyst would add net working capital to the asset sale price (however, if inventory changed hands in the asset sale, it should be subtracted from net working capital so as to

not double count it). Converting a stock sale to an asset sale equivalent can be more difficult, as the process requires that a purchase price allocation (PPA) was performed. If specific allocation information is not available, it may be impossible to convert a stock sale to an asset sale equivalent, potentially making it necessary to eliminate that particular transaction. The general process for converting a stock sale to an asset sale equivalent is to determine the total asset value of the acquired business and then subtract the value of all assets acquired except for inventory, FF&E, and intangibles. The resulting value is an asset sale equivalent value. 

New Legislation

continued from page 1

be provided by licensed appraisers. Appraisals generally are more thorough and in-depth than evaluations and are required in most situations involving commercial real estate.

When can an evaluation be used?


For commercial real estate, which is our focus, evaluations are typically allowed if 1) the transaction value is less than \$500,000; 2) an appraisal is not required by federal law. Additionally, one may use an evaluation when a recent appraisal has been done and 1) related market conditions have not changed in the interim; and 2) the purpose is refinancing only, with no new funds being loaned. For almost everything else in commercial real estate – transactions with values over \$500,000 for which an appraisal has not been recently provided, or where required by federal law – an appraisal is needed.

Although evaluations may be appropriate and cost effective in certain situations, our experience is that most of the valuation work completed at Shenehon Company would not be considered a candidate for an evaluation. However, in instances where an evaluation may be a permitted option, it is our opinion that an appraisal that complies with USPAP is still the appropriate valuation service for clients. Estimating a reasonable and well-supported opinion of value through an evaluation still requires a level of analysis that is consistent with an appraisal and compliance with USPAP is not a significant hinderance in the process but instead aids in providing consistent valuation methodology, allowing appraisers to maintain

the trust of clients and the public. Furthermore, in arenas such as the court of law or the Internal Revenue Service, appraisals remain as the accepted form of valuation.

Although this legislation allows appraisers the opportunity to be engaged in assignments that may have otherwise been completed by a less qualified evaluator, we believe there is potential for confusion in the marketplace. For instance, we anticipate there may be confusion about the difference between an appraisal and an evaluation, particularly in terms of the quality of analysis received. Appraisers that choose to take on both evaluations and appraisals will need to take extra care in educating their clients on the differences and to make certain, particularly in performing evaluations, that their role is clearly understood.

We will also be watching to see what role evaluations will have in the marketplace in instances where a valuation is not required by federal law. Valuation work for purposes not regulated by federal law can comprise an extensive amount of potential assignments and it will be interesting to see how appraisal professionals will choose to determine when an evaluation is appropriate rather than appraisal.

We will be monitoring how evaluations will be utilized by appraisers and the valuation industry as both adjust to this change in legislation. A primary concern that we have is that evaluations tend to be a way of providing valuation services at a low-cost point with the tradeoff being that the accuracy and quality of valuation may be sacrificed at the hands of time and money. 

Inflation Update

by Emma Niemela

Following the report of 5.4 percent inflation for the trailing twelve months ended June 2021, the Federal Reserve is predicting elevated inflation to be a temporary phenomenon, normalizing after the “perfect storm of high demand and low supply” ceases. However, multiple chief executives have differing opinions.

According to the latest Bureau of Labor Statistics (BLS) update, the seasonally adjusted Consumer Price Index (CPI) for all urban consumers rose 0.9 percent in June, the largest one month change since the 1.0 percent increase in June 2008.

Notable category increases in the month of June, included used cars and trucks increasing 10.5 percent, food increasing 0.8 percent, energy increasing 1.5 percent, gasoline increasing 2.5 percent, and the index for all items less food and energy increasing 0.9 percent. These increases show recovery from the price declines due to COVID last year. A chart containing comprehensive BLS data is shown below.

Inflation reflects rising prices for goods and services and often happens when a nation’s money supply is growing

faster than the economy; however, there are multiple triggers. Demand-pull inflation happens when an increase in the money supply creates demand for additional goods and services, the effect is accentuated when there is limited supply of those goods and services. Forgivable loans and personal stimulus checks given during the COVID-19 Global Pandemic triggered this type of inflation, increasing the money supply and creating demand while many supply chains were experiencing disruption due to the Pandemic.

Cost-push inflation results from input price increases. Increased cleaning costs and increased material prices as a result of supply shortages have contributed to increased overall costs for producing goods and services during the Pandemic. Supply shortages are expected to alleviate as the impact of COVID-19 fades; in fact, lumber prices are reaching pre-Pandemic norms. Lumber futures closed at \$634 on July 23rd, down from a high of \$1,711 on May 10, 2021, as shown by data from Yahoo Finance in the chart on the following page.

Built-in inflation is driven by expectation that prices will continue to increase in the future. Companies such as PepsiCo, Conagra, and Fastenal voiced plans to increase prices because of expected inflation at their most recent earnings calls. Fastenal already raised prices in the second quarter and intends to continue this trend, as the initial increases were well received.

However, as reported by the Wall Street Journal,

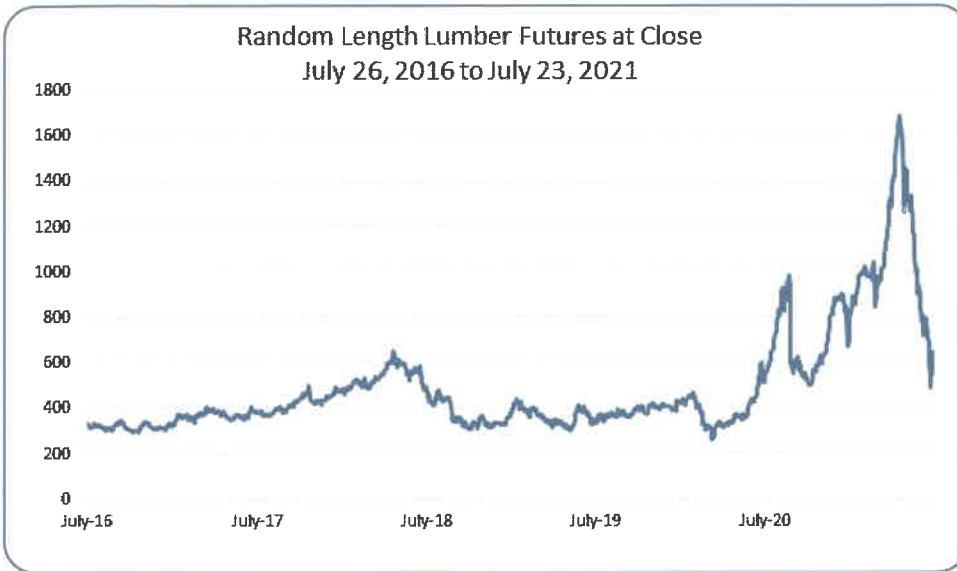
Percent changes in CPI for All Urban Consumers (CPI-U): U.S. city average
Seasonally adjusted changes from preceding month

| | Dec-20 | Jan-21 | Feb-21 | Mar-21 | Apr-21 | May-21 | Jun-21 | 12 mo. ended Jun-21 |
|----------------------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|---------------------------|
| All Items | 0.2% | 0.3% | 0.4% | 0.6% | 0.8% | 0.6% | 0.9% | 5.4% |
| Food | 0.3% | 0.1% | 0.2% | 0.1% | 0.4% | 0.4% | 0.8% | 2.4% |
| Food at Home | 0.3% | -0.1% | 0.3% | 0.1% | 0.4% | 0.4% | 0.8% | 0.9% |
| Food Away From Home* | 0.4% | 0.3% | 0.1% | 0.1% | 0.3% | 0.6% | 0.7% | 4.2% |
| Energy | 2.6% | 3.5% | 3.9% | 5.0% | -0.1% | 0.0% | 1.5% | 24.5% |
| Energy Commodities | 5.1% | 7.3% | 6.6% | 8.9% | -1.4% | -0.6% | 2.6% | 44.2% |
| Gasoline (all types) | 5.2% | 7.4% | 6.4% | 9.1% | -1.4% | -0.7% | 2.5% | 45.1% |
| Fuel Oil* | 10.2% | 5.4% | 9.9% | 3.2% | -3.2% | 2.1% | 2.9% | 44.5% |
| Energy Services | 0.2% | -0.3% | 0.9% | 0.6% | 1.5% | 0.7% | 0.2% | 6.3% |
| Electricity | 0.4% | -0.2% | 0.7% | 0.0% | 1.2% | 0.3% | -0.3% | 3.8% |
| Utility (Piped) Gas Service | -0.4% | -0.4% | 1.6% | 2.5% | 2.4% | 1.7% | 1.7% | 15.6% |
| All Items Less Food and Energy | 0.0% | 0.0% | 0.1% | 0.3% | 0.9% | 0.7% | 0.9% | 4.5% |
| Commodities Less Food and Energy | | | | | | | | |
| Commodities | 0.1% | 0.1% | -0.2% | 0.1% | 2.0% | 1.8% | 2.2% | 8.7% |
| New Vehicles | 0.4% | -0.5% | 0.0% | 0.0% | 0.5% | 1.6% | 2.0% | 5.3% |
| Used Cars and Trucks | -0.9% | -0.9% | -0.9% | 0.5% | 10.0% | 7.3% | 10.5% | 45.2% |
| Apparel | 0.9% | 2.2% | -0.7% | -0.3% | 0.3% | 1.2% | 0.7% | 4.9% |
| Medical Care Commodities* | -0.2% | -0.1% | -0.7% | 0.1% | 0.6% | 0.0% | -0.4% | -2.2% |
| Services Less Energy Services | 0.0% | 0.0% | 0.2% | 0.4% | 0.5% | 0.4% | 0.4% | 3.1% |
| Shelter | 0.1% | 0.1% | 0.2% | 0.3% | 0.4% | 0.3% | 0.5% | 2.6% |
| Transportation Services | -0.6% | -0.3% | -0.1% | 1.8% | 2.9% | 1.5% | 1.5% | 10.4% |
| Medical Care Services | -0.1% | 0.5% | 0.5% | 0.1% | 0.0% | -0.1% | 0.0% | 1.0% |

*Not Seasonally Adjusted

Inflation Update

continued from page 4



not all companies are following this pattern; FreshDirect is currently lowering prices on berries, salmon, and ground beef. The online grocery delivery company is looking to attract more customers by absorbing inflation for the time being. This varied approach is a good signal, as it shows not all companies are raising prices in expectation of future inflation, a move which would add fuel to the inflation cycle.

Wages are tied to built-in inflation, as employees demand wages to maintain their cost of living. As wages rise, costs and prices of products and services also rise, continuing the cycle. Many employers have raised wages to attract employees as the labor market has become more competitive. However, these labor cost increases motivate investment in automation. For example, Applebee's has recently implemented tablets which allow customers to pay at their table without a waiter. John Peyton, CEO of Applebee's parent company, Dine Brands Global, Inc., called this move a hedge against labor inflation in a recent earnings call.

The Federal Reserve's dual mandate is to aim for price stability and maximum sustainable employment. The recent developments in wages and employment discussed above

add complexity to these goals, as it can be hard to determine adequate benchmarks. The Fed has been using pre-pandemic employment levels to define "maximum employment," but with automated labor hedges making certain roles smaller or obsolete and many people re-evaluating their lifestyle and leaving the workforce early, it may be necessary to use a new benchmark. Employment and inflation go hand in hand, and so long as the labor market is transitioning, there will be an effect on inflation.

Last August, the Federal Reserve communicated inflation expectations slightly above two percent following periods of inflation below two percent, resulting in a long-term average of two percent. Even though current inflation is well above two percent, the Federal Reserve has stated that it does not plan to raise interest rates in the short-term as it attributes current inflation to one-time price increases due to the re-opening of the economy. So long as businesses and consumers are not acting as if they altogether expect high inflation, the Federal Reserve will maintain its stance. 📊



Market Transaction

Real Estate

| | |
|--------------------|--|
| Buyer: | Pentagon One LLC (Solhem Companies) |
| Seller: | Pentagon North LLC (Hillcrest Development) |
| Property: | Two Office Buildings in the Pentagon Park Development 4660 West 77th Street, Edina, Minnesota |
| PID: | 31-028-24-34-0007 |
| Sale Price: | \$4,690,000 (\$17.79 per square foot of land) |

Sale of the Pentagon Park Land for Redevelopment

In July, two aging office buildings in Edina sold for \$4,690,000, according to public records. These buildings are located at 4660 West 77th Street, Edina, Minnesota and were part of the Pentagon Park development which has been undergoing redevelopment over recent years. Solhem Companies through Pentagon One LLC purchased the property from Pentagon North LLC acting for Hillcrest Development. Hillcrest had acquired the property in 2012 for \$2,665,000 and has been renovating neighboring properties in the same development. Although this property sold with improvements - two office buildings, each three stories and built in the 1960s - the property traded for its underlying land value. Rather, Solhem purchased the property to acquire the land and intends to demolish the current improvements to make way for a 408-unit residential project that should break ground in coming months and be finished sometime in 2023. The sale price for the land works out to approximately \$19.79 per square foot.

According to the City of Edina, Solhem received approval from the city on July 21, 2021, for the property to be rezoned to its current zoning of PUD (Planned Unit Development) from its prior zoning of MDD-6 (Mixed Development District). The zoning change will allow necessary flexibility for Solhem to construct apartments in place of the two office buildings they had purchased. The Rezoning Applicant submission documents Solhem filed with the city revealed plans for a single multi-family residential building of 400+ units, some of which can be expected to be affordable units in compliance with the new zoning. The seven level building will also include two levels of parking above ground with a potential of one level of parking that is partially underground. It will also include approximately 400 stalls for bikes and feature landscaped connections to the adjacent Fred Richards Park to the north of the parcel. The rendering below was taken from the rezoning application submitted by Solhem to the City of Edina. 🏗️



M&A Market Insights

Business Valuation

by Jim Clancy, Managing Director, Hennepin Partners

Robust M&A Activity in Post-COVID Landscape

US M&A activity has witnessed a strong recovery in the first half of 2021, with both deal count and value in line to surpass record highs. The first three quarters of 2020 saw significant declines in M&A activity as COVID-19 spread throughout the US. Numerous factors are driving increased M&A activity as the pandemic subsides throughout the fourth quarter of 2020 and year-to-date 2021, including increasing vaccination rates and favorable economic policies from the US government. Additionally, the potential threat of an increased capital gains tax appears to be motivating business owners to sell this year – accelerating their previous plans by as much as one to three years in hopes of closing before new rates apply. Strong momentum from the fourth quarter of 2020 through the second quarter of 2021 should drive continued M&A activity throughout the remainder of 2021.

Sector Spotlight: Technology & Software

While there is increased growth across all sectors in the US M&A market, the Technology & Software sector continues to occupy a large portion. In 2011, Technology & Software accounted for only ~13% of deal count for the year, which has increased to nearly 21% in Q2 of 2021. As compared to the broader M&A landscape, the Technology & Software sector has remained incredibly resilient throughout the pandemic as illustrated in the chart below. The pace of deal volume has continued into 2021, largely driven by the demand for quality assets in the sector. Emerging as particular areas of focus, Internet of Things (IoT) coupled with artificial intelligence (AI) are paradigms that enable communication between internet linked devices and smart manufacturing learning. Hennepin recently advised Savigent, an Industrial Internet of Things (IIoT) provider, on its sale to Symphony Industrial AI. As software applications become omnipresent in our increasingly digitized world, competition for tech acquisition targets should continue to increase, further accelerating M&A volume and increased multiples.

Quarterly M&A Deal Volume & Value

Source: PitchBook



Global Software & Tech M&A Activity

Source: PitchBook



Hennepin Partners' Recent Technology & Software Deals

| | | |
|--|---|---|
| Ad Remover SaaS provider of an intuitive in-browser extension and mobile app that blocks online ads and activity trackers | SAVIGENT Leading IIoT provider of next generation digital manufacturing software | Rhodium Provides incident command software that includes tools and guidance for on-scene incident commanders |
| CONCORD Leading provider of technology consulting and digital transformation services | ClientPay Powerful payment processing software solution serving the professional services vertical | SmartTime SaaS-based provider of time and billing solutions to law firms |

Hennepin Partners LLC is a boutique investment bank that provides M&A advisory services and strategic advice to entrepreneurs, private equity firms, and corporations. Member FINRA/SIPC. For more information, visit www.hennepinpartners.com



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VALUATION VIEWPOINT NEWSLETTER INSIDE

SHENEHON COMPANY IS A REAL ESTATE AND BUSINESS VALUATION FIRM, serving both the private and public sectors throughout the United States. Our unique combination of real estate and business valuation expertise allows us to provide a wide range of services to offer innovative solutions to difficult valuation issues. Shenehon Company is committed to equipping its clients with the tools necessary to make informed and knowledgeable decisions regarding their capital investments.

- Allocation of purchase price
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- Bankruptcy proceedings
- Charitable donations
- Commercial properties
- Condemnation
- Contamination impact studies
- ESOP/ESOT
- Estate planning
- Feasibility analyses
- General limited partnership interests
- Gift tax evaluations
- Going public or private
- Highest and best use studies
- Industrial properties
- Insurance indemnifications
- Intangible asset valuation
- Internal management decisions
- Investment counseling
- Land development cost studies
- Lease and rental analyses
- Lost profit analyses
- Marriage dissolution
- Mortgage financing
- Multifamily residential properties
- Municipal redevelopment studies
- Potential sales and purchases
- Railroad right-of-ways
- Special assessment appeals
- Special purpose real estate
- Tax abatement proceedings
- Tax increment financing
- Utility and communication easements

Contributors: **Robert Strachota, President**
Jim Clancy, Managing Director, Hennepin Partners
Cody Lindman, Business Valuation Manager
Emma Niemela, Business Valuation Analyst
Natalie Mandley, Office Manager
Christopher Stockness, Senior Vice President



SHENEHON
BUSINESS & REAL ESTATE VALUATIONS

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To keep our partners better informed of our activities in the district, we've committed to providing regular snapshots. This installment includes announcements and highlights of recently completed projects and programs.

ACD's mission is to: Holistically conserve and enhance Anoka County's natural resources for the benefit of current and future generations through partnership and innovation.

**Strong partnerships. Innovative solutions.
Healthy environments.**

1318 McKay Dr. NE, Suite 300, Ham Lake, MN 55304

Ph: 763-434-2030

www.AnokaSWCD.org

The City of Anoka Selected as Outstanding Conservationist

Each year, Anoka Conservation District (ACD) supervisors consider the work we've done in partnership with landowners, cities, private sector partners, and other organizations to complete natural resources conservation work in Anoka County. The list is distilled down to a single conservation partner who most emulates a conservation ethic put to action. That individual or entity is acknowledged as Anoka County's Outstanding Conservationist. The 2021 Anoka County Outstanding Conservationist is the City of Anoka.

The projects the City of Anoka implemented in partnership with ACD and on their own over the years have demonstrated an enduring commitment to both steward and enjoy our natural resources.

The following list of conservation initiatives completed by, or in partnership with, the City of Anoka demonstrates their breadth of commitment:

- Donation of a conservation easement to ACD on the 200-acre Anoka Nature Preserve (ANP).
- Enhancement of 70 acres of forest habitats on ANP with buckthorn control.
- Sponsoring annual goose hunts at ANP for veterans.
- Construction of the state of the art stormwater treatment facility at the Rum River boat launch.
- Installation of several stormwater treatment hydrodynamic separators.
- Installation of five rain gardens.
- Stabilization of 300 feet of riverbank at Rum River shores.
- Stabilization of 1,500 feet of riverbank at Mississippi Community Park
- Enhancement of bank stability on 350 feet of Rum River shoreline with cedar tree revetments on school property with the city trail easement
- Enhancement of floodplain forest at Kings Island Park
- Wetland enhancement at the ANP
- Subwatershed retrofit modeling and analysis on 1,500 acres of city-scape.

This acknowledgment is part of a larger program, wherein SWCD's from throughout MN submit their outstanding conservationists to the MN Association of Soil and Water Conservation Districts in nomination for the MN State Outstanding Conservationist. In early December, at their annual convention each outstanding conservationist is recognized during a large banquet whereat they will also unveil the state winner.



Congratulations on this well-deserved award and thanks go to the City of Anoka council and staff for all they have done. ACD staff and supervisors genuinely look forward to partnering with the City of Anoka on projects in the future.

ACD Contact: Chris.Lord@AnokaSWCD.org

Biomonitoring with High School Students

Every spring and fall, staff members from Anoka Conservation District lead several high school classes through a hands on biomonitoring session. These students don waders, grab a D-net, and wade into the shallow waters of a particular stream or river in Anoka County. They use these nets to scrape rocks, down trees, or vegetation in hopes of finding macroinvertebrates, which are collected. During the classroom portion of this lesson, the students identify and label these macroinvertebrates species. ACD then reevaluates and counts all specimen. The same stream and river locations are sampled almost every year, allowing ACD to monitor any long-term trends in the species found.



Biomonitoring is a useful tool because macroinvertebrates live on the bottom of rivers and streams. During their aquatic life cycle, which can be multiple years, they cope with chemical, physical, and biological influences in their habitat. They are less mobile than fish, making them less able to avoid the effects of these pollutants and changes to aquatic habitats. Macroinvertebrates also have a wide range of pollutant tolerances amongst the various species. The numbers and types of

organisms present in a water body reflect the quality of their surroundings. Inventorying the makeup of aquatic communities can help determine if changes in the environment are causing effects such as the loss of sensitive groups of organisms. Macroinvertebrates are also practical and easy to sample, making them perfect for a high school science class.

ACD Contact: Mollie.Annen@AnokaSWCD.org

Collaborations are Critical to controlling Invasive *Phragmites australis* throughout Minnesota

Non-native *Phragmites* is a highly invasive plant that can invade wetlands and shorelines, outcompete native vegetation, and degrade wildlife habitat. Fortunately, most of the infestations in Minnesota are small and there is hope that the invasive grass can be controlled.

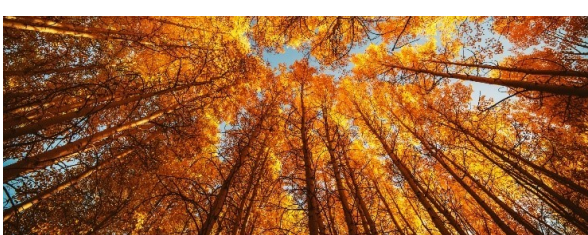
Coon Creek Watershed District and ACD staff first detected non-native *Phragmites* in Anoka County in 2018 along the Ham Lake shoreline. The 2,500 square foot stand was herbicide treated in fall 2018 and mowed in January 2019. No *Phragmites* was found at the Ham Lake site in 2019 and 2020. One sprout of *Phragmites* was found in 2021 and dug up.

Additional non-native *Phragmites* infestations have been found and verified by UMN in Anoka County. The treatment success at Ham Lake inspired staff to continue additional efforts to control non-native *Phragmites*. In 2019, the Anoka County AIS Prevention grant paid for treatment of 14 additional *Phragmites* sites that were detected in the 2019 growing season.

ACD Tree Sale Open for Pre-Order in Mid-October

The Anoka Conservation is going to start taking tree orders in mid-October for April 30th, 2022 pick up. The trees and shrubs are sold in bare root seedlings or transplants range from 8" to 24" in height. They may be purchased in bundles of ten for \$19.00, or twenty-five for \$38 **not including tax**. Native prairie seed and tree aides are also available. **You do not need to be an Anoka County Resident to order.**

Call 763-434-2030 x 100 or email kathy.berkness@anokaswcd.org to get added to the notification list.



The MN Department of Agriculture Noxious Weed grant provided funds for the Metro Counties to collaborate and treat over 80 sites in MN, 2020 and 2021. The University of Minnesota, MN DNR, and MN DOT are also tracking and treating additional sites throughout the state. Sites will continue to be monitored to determine treatment needs.

Photo at left shows a stand of *Phragmites* at a site in Anoka County being monitored in 2020. Follow up treatment occurred in September 2021.

Find more information and distribution maps can be found at the links below:

- <https://www.eddmaps.org/distribution/viewmap.cfm?sub=59038>
- <https://www.dnr.state.mn.us/invasives/aquaticplants/phragmites/index.html>
- <https://maisrc.umn.edu/phragmites>

ACD Contact: Carrie.Taylor@AnokaSWCD.org

Update - Riverbank Stabilization Project Construction in Mississippi River Community Park, Anoka



The riverbank stabilization project in Mississippi River Community Park is nearly complete. Tree clearing, bank reshaping, riprap installation, seeding, and erosion control blanket installation have all been completed. Planting of supplemental bare root shrubs, trees, and dormant live stakes will be completed by the end of November. The project stabilized approximately 1,500 linear feet of severely eroding riverbank.

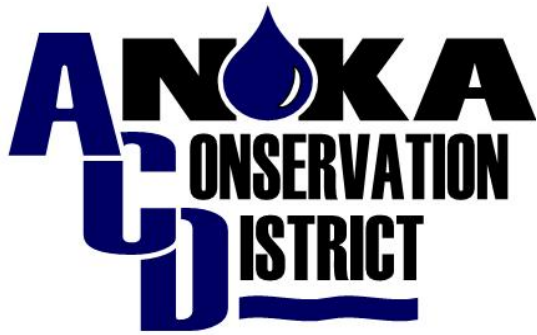
The project is funded by a Clean Water Fund grant, a Watershed Based Funding grant, and match from the City of Anoka.

Read additional updates on our blog:

<https://www.anokaswcd.org/blog/mississippi-community-park-riverbank-stabilization-project-update.html>

ACD Contact: Mitch.Haustein@AnokaSWCD.org





AGENDA

SUPERVISOR REGULAR BOARD MEETING
1318 MCKAY DR. NE SUITE 300, HAM LAKE
MONDAY, OCTOBER 18, 2021 5PM

Remotely Join ACD Board Meeting:

We are attempting a new technology to provide the option for the public and partners to join our monthly meetings remotely, while the Board meets on-site. If you are interested in attending remotely, please contact

Kathy.Berkness@AnokaSWCD.org

4:30 Supervisor - None

5:00 - Regular Meeting – START RECORDING THE MEETING

Public Comments

Approve the October Agenda - Call for additions, deletions, or transferring consent agenda items to the regular agenda

Consent Agenda

- A. Approval of Regular September Board Meeting Minutes
- B. Review of Staff Activity Reports and Programs
- C. Approval of September Financial Reports

New Business Informational Items

- D. Partner Report
- E. Watersheds

New Business-Action Items

- F. Seasonal Hire Memo
- G. Lawns to Legumes Reimbursement
- H. NACD Dues - \$501 paid last year
- I. Burman Payment Request
- J. Phragmites Treatment Payment Request
- K. Rum River Enhancement (OHF) Miller Riverbank Stabilization Bid Tabulation
- L. Anoka County Liability Coverage Waiver
- M. Well Sealing Contract Approval
- N. Well Sealing Payment Approval

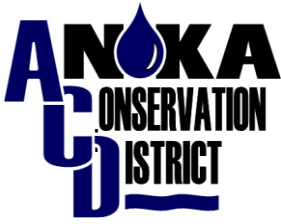
Additions

- O.
- P.
- Q.
- R.
- S.
- T.
- U.
- V.

Pay Bills

FYI /Meetings

- November 15 – ACD Board Meeting Office in Ham Lake 5pm
- November 3 – MASWCD Metro Area 4 Meeting – virtual (more information to come)
- November 11 – Veterans Day
- November 25 & 26 – Thanksgiving Holiday
- December 12-14 - MASWCD Convention – Double Tree in Bloomington



BOARD MEETING MINUTES

DATE: SEPTEMBER 20, 2021

TIME: 5:00 PM

LOCATION: ACD OFFICE: 1318 MCKAY DR NE
HAM LAKE MN 55304

Members Present: Mary Jo Truchon, Chair
Jim Lindahl, Vice Chair
Sharon LeMay, Secretary
Glenda Meixell, Treasurer
Colleen Werdien, Supervisor

Others Present: Chris Lord, District Manager
Kathy Berkness, Office Administrator
Maery Rose, Interested Citizen
Rani Nichols, Interested Citizen (signed off Zoom at 6pm)

Chair Truchon Called the meeting to order 5:02pm

Public Comments – None.

Approve the September Agenda - Call for additions, deletions, or transferring consent agenda items to the regular agenda. Noted as additions: item (Q) 2020 Audit (R) Einstein Lease (S) ACDs budget with Anoka County.

- Lindahl moved to approve the amended August Agenda. Meixell seconded the motion. All ayes, motion carried.

A. Approval of the Special Meeting Minutes

Lord stated the meeting was on September 7 to approve a revetment installation agreement, which could not wait until the next board meeting because of available CCM crew time.

- Meixell moved to approve the Special September Meeting Minutes. Werdien seconded the motion. All ayes, motion carried.

B. Approval of August Minutes

- Lindahl moved to approve the August Meeting Minutes. LeMay seconded the motion. All ayes, motion carried.

C. Correction of the July Meeting Minutes

Lord noted the striking of the following sentence in item E: "If the County applied it would take too long as there are many hoops to jump through".

- LeMay moved to approve the amended July Minutes. Lindahl seconded the motion. All ayes, motion carried.

Consent Agenda

D. Review of the Staff Activity Reports

E. Approval of the August Financial Reports

- Meixell moved to approve the consent agenda. LeMay seconded the motion. All ayes, motion carried.

New Business-Information Items

F. Partner Report

Nothing to report

G. Watershed Meetings

The Board discussed watershed organization meeting attendance as follows:

- Jim Lindahl; CCWD Advisory Committee Meeting –Attended the Meeting
- Sharon LeMay; Lower St. Croix 1W1P – No Meeting
- Glenda Meixell; MWMO Citizens Advisory Meeting – Attended the MWMO Meeting and MWMO Tour for Elected Officials
- Collen Werdien LRRWMO & Rum River 1W1P – Attended both Meetings in addition to the MWMO Tour for elected officials
- Mary Jo Truchon Rice Creek Watershed District Citizen’s Advisory Committee – Attended the meeting

New Business – Informational Items

H. Choose Outstanding Conservationist

The Board reviewed a memo prepared by Berkness outlining the staff suggestion to nominate the City of Anoka as the Outstanding Conservationist. Lord explained that over the years, they have more than earned this award and they have come up several times when choosing an outstanding conservationist. Lord detailed the City of Anoka’s many conservation efforts further stating they are a great partner. Lord provided details about the MASWCD convention and the banquet where the Outstanding Conservationist attends.

- Lindahl moved to approve nominating the City of Anoka as the Outstanding Conservationist. LeMay seconded the motion. All ayes, motion carried.

I. SSTS Fix up Grant Payment Approval

The Board reviewed material prepared by Watershed Projects Manager Jamie Schurbon requesting payment to the contractor for a septic system replacement. Lord explained the details of the grant.

- Meixell moved to approve payment of \$10,723.50 to Ronnie Bowman Excavating and Trenching Contractor using 2021 PCA Septic System Fix-Up Grant funds for replacement of a failing septic system at 7361 Viking Blvd NE in Linwood Township. Werdien seconded the motion. All ayes, motion carried.

J. Burman WMA Payment Approval

The Board reviewed a memo prepared by Restoration Ecologist Carrie Taylor related to the Burman WMA requesting payment to Landbridge Ecological for tree and harvest removal.

- Werdien moved to approve payment of \$4,450.05 for Landbridge Ecological Invoice No. 669 for land management services provided for the LSOHC ASP 6 grant. Lindahl seconded the motion. All ayes, motion carried.

K. Rum River 1W1P Executive Summary (covered in item G)

Werdien brought everyone up to date on the Rum River 1W1P executive summary stating comments were due September 13 and there were 96 comments. The group will meet again on September 23, to discuss. Werdien mentioned that she met with Schurbon to work through her comments. The Board reviewed the map and discussed the different natural resource needs of the various member organizations along the river. Werdien noted that the biggest resource issue outlined is surface water quality to restore and protect it and went on to provide additional details.

L. Mikkelson WMA Prairie Enhancement Contractor Payment

The Board reviewed a memo and contract prepared by Taylor to Native Resource Preservation for work done at the Mikkelson WMA.

- Meixell moved to approve payment of \$750.00 for NPR Invoice 1549 for services provided for CPL grant #156253. Lindahl seconded the motion. All ayes, motion carried.

M. District Capacity Targeted Shoreline Stewardship Cost Share

The Board reviewed a memo and cost share material prepared by Taylor for a Shoreline stewardship project.

- Meixell moved to approve the Lausche Cost Share Contract not to exceed \$1,700 using District Capacity Stewardship funds. Werdien seconded the motion. All ayes, motion carried.

N. Well Sealing Contract Approval

The Board reviewed a memo prepared by Water Resource Technician Kris Larson requesting approval of a well sealing contract.

- Lindahl moved to approve the Well Sealing Cost Share Contract listed below. LeMay seconded the motion. All ayes, motion carried.

| Activity Name | Bastian Well Service, Inc. | Salverda Well Co. | Bergerson-Caswell Inc | McCullough & Sons Well Drilling | Grant Match 60% for resident cost share |
|----------------------------------|----------------------------|-------------------|-----------------------|---------------------------------|---|
| CWFWA-2021-23-Fridley-Burdick | | | \$3,605.00 | \$2,100.00 | \$1,260.00 |
| CWFWA-2021-24-Fridley-Boegerhoff | \$575.00 | \$775.00 | | | \$345.00 |

O. Well Sealing Cost Share Payment

The Board reviewed a memo prepared by Larson requesting approval for a well sealing cost share reimbursement.

- Lindahl moved to approve reimbursement for well sealing cost share contracts listed below. Werdien seconded the motion. All ayes, motion carried.

| Activity Name | Budget | | Remaining Budget |
|--|----------------------|--------------------|------------------|
| | Reimbursement Amount | Total Project Cost | |
| CWFWS-2021-21-Coon Rapids-Remick Donna Remick | \$ 345.00 | \$ 575.00 | |
| CWFWS-2021-8-Blaine-Goettsch Carol Goettsch | \$ 540.00 | \$ 975.00 | |
| | | | \$ 170,575.10 |

P. Approve Ferden Lakeshore Project on Martin Lake

The Board reviewed a memo and stewardship cost share material prepared by Water Resource Technician Kris Larson.

- Lindahl moved to approve a cost share grant for the Ferden Lakeshore project in an amount not to exceed \$1,481.62 using District Capacity Shoreline Stewardship funds and authorize the chair’s signature. The grant will pay 75% of actual expenses up to the grant maximum. Meixell seconded the motion. All ayes, motion carried.

Additions

Q. 2020 Audit

The Board reviewed a representation letter for the 2020 Audit. Lord explained that he was confused by the letter and its intent but then realized it is outlining how ACD completes their finances. Lord stated that Peterson Company does a thorough job when completing the audit.

Peterson Company does realize that with a small office is difficult to have ideal segregation of duties.

- Meixell moved to approve the 2020 audit representation letter and authorize Lord and and the Chair to sign it. Lindahl seconded the motion. All ayes, motion carried.

R. Einstein Lease

The Board reviewed an updated lease agreement with Einstein SEO, LLC. Lord explained that he used the previous tenant, Tebco's template. Lord pointed out that they are just month-to-month and they like it. Their square footage did go down when moving to suite 200. Lord explained the fee structure.

- Meixell moved to approve the month-to-month lease with Einstein. LeMay seconded the motion. All ayes, motion carried.

S. ACD's Budget with the County

Lord explained that he reached out to Commissioner Julie Braastad and has a meeting set up on Wednesday at her office. Lord is seeking her insight on discussions had by the County Budget Committee regarding ACD's budget and allocation. We need to understand the Anoka County Board's position on funding ACD operations before we reach out to our legislators to ensure that we are accurately representing the situation.

PAY BILLS

- Meixell moved to approve electronic payments EP1508- EP1527 & DD2216-DD2250 & check numbers 15535-15571. LeMay seconded the motion. All ayes, motion carried.

The Board reviewed the FYI meetings. After some discussion, the Board decided on the morning of October 27, for the ACD fall tree planting at Mississippi Community Park.

FYI /Meetings

- October 18 - ACD Board Meeting Office in Ham Lake 5pm
- October 27 - Supervisor and Staff Tree Planting at Mississippi River Park- Time TBD
- November 11 – Veterans Holiday
- November 25 & 26 – Thanksgiving Holiday
- December 12-14 - MASWCD Convention – Double Tree in Bloomington

- Anoka County WROC Events - Go to Anoka SWCD website Click on "Outreach" then "Events" from Dropdown (direct link: <https://www.anokaswcd.org/index.php/educational/events.html>)
- Lindahl moved to adjourn at 7:29pm. Werdien seconded the motion. Five ayes, (Werdien, LeMay, Lindahl, Meixell, Truchon), no abstentions, no nays. Motion carried.

Prepared by Kathy Berkness, Office Administrator

Date

Approved as to form and content by Mary Jo Truchon, Chair

Date