



CITY COUNCIL REGULAR AGENDA
MONDAY, APRIL 17, 2023
CITY HALL at 7:00 PM

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. ADDITIONS OR CORRECTIONS TO AGENDA**
- 5. DISCUSSION FROM THE FLOOR**
- 6. CONSENT AGENDA**
 - [A.](#) Approval of Minutes - April 3, 2023 City Council Meeting
 - [B.](#) Approval of Minutes - April 10, 2023 City Council Work Session
 - [C.](#) Approval of Claims List - General Disbursement No. 23-05 - \$504,240.96
 - [D.](#) Mayor's Proclamation - Arbor Day - April 28, 2023
 - [E.](#) Mayor's Proclamation - Municipal Clerks Week - April 30 - May 6, 2023
 - [F.](#) Temporary Liquor License - Kraus Hartig VFW - Tower Days
 - [G.](#) Contractor's Licenses
 - [H.](#) Business License
- 7. DEPARTMENT REPORTS**
 - [A.](#) Police Report
 - [B.](#) Recreation Report
- 8. ORDINANCES AND/OR RESOLUTIONS**
 - [A.](#) Resolution 2023-16, Expressing Support for SF 2590/HF 2676, A Bill Limiting Rent Increases in Low-Income Rental Projects that Use Residential Rental Bonds
 - [B.](#) Resolution 2023-17, Cancelling Developer's Agreement
- 9. NEW BUSINESS**
 - [A.](#) Approve Bid Results and Award Contract for 2023 Street Seal Coat and Crack Repair Project
 - [B.](#) Approve Bid Results and Award Contract Award for 2023 Sanitary Sewer Lining Project
 - [C.](#) Discuss July 3, 2023 City Council Meeting/City Hall Closure
- 10. REPORTS**
 - A. Attorney's Report
 - [B.](#) Engineer's Report
 - C. Administrator's Report
- 11. OTHER**
 - [A.](#) 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 April 3, 2023 at the City Hall, at 7:00 PM.

1. CALL TO ORDER

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

2. ROLL CALL

MEMBERS PRESENT

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

STAFF PRESENT

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

3. PLEDGE OF ALLEGIANCE

4. ADDITIONS OR CORRECTIONS TO AGENDA

Administrator Buchholtz requested that the Contractor's Request for Payment No. 6 – DPG – Able Park Shelter be added as Item 6I. He stated that there was additional documentation on the dais regarding the funding for the Able Park Building Furniture.

5. DISCUSSION FROM THE FLOOR - None

6. CONSENT AGENDA

- A. Approval of Minutes – March 20, 2023 City Council Work Session
- B. Approval of Minutes – March 20, 2023 Council Work Meeting
- C. Mayor's Proclamation – Administrative Professionals Day – April 26, 2023
- D. Release of Hy-Vee Letter of Credit
- E. Temporary Gambling License – The For Jake's Sake Foundation
- F. Approval to Accept Twins Fields for Kids Matching Grant
- G. Contractor's Licenses
- H. Business License
- I. Contractor's Request for Payment No. 6 – DPG – Able Park Shelter

Motion made by Councilmember Wendling to approve the Consent Agenda.

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

7. DEPARTMENT REPORTS

A. Public Works Report

Public Works Director Randall stated that staff is patching streets. He stated that they have used 12 tons of asphalt on Sanburnol Drive alone. He noted that there was a water main break on Arthur Street and Valley Rich made the repairs.

Director Randall stated that the new engine was replaced in the groomer. He noted that the original cost was \$20,000 for a new engine, but staff was able to put an engine for \$1,500.

B. Code Enforcement Report

Building Official Baker stated that Inspector Morris created a letter to send to businesses that have alarms and/or suppression systems. He said the letter is to inform businesses that they need to have the fire alarms and sprinkler systems tested annually.

Building Official Baker gave an updated concerning ongoing construction projects. He stated that the Able Park Shelter project will be issued a Temporary Certificate of Occupancy. He said that plans have been approved for an upgraded fire suppression system at 8457 Sunset Road to accommodate the storage they plan on using. He stated that a remodeling project on the 8000 block of Hayes Street had been approved.

8. ORDINANCES AND/OR RESOLUTIONS

A. Resolution 2023-14, Proclaiming “No Mow May” in Spring Lake Park

Administrator Buchholtz gave an overview of “No Mow May.” He explained that it is a conservation initiative that encourages people to stop mowing or mow-less often during the month of May to create habitat and provide resources for bees and other early season pollinators.

Administrator Buchholtz said that information will be placed in the April Newsletter and on the City’s Facebook page. He noted that “No Mow May” is a voluntary initiative.

Building Official Baker informed that Council that he wrote an article for the newsletter concerning bringing the grass back to its natural length in increments.

Motion made by Councilmember Moran to approve Resolution 23-14, Approving “No Mow May” in Spring Lake Park.

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

B. Resolution 2023-15, Authorizing Application for DNR Outdoor Recreation Grant

Recreation Director Okey stated that staff is seeking Council approval to match funds for an Outdoor Recreation Grant. She said the grant is being submitted to the DNR for Able Park Playground redevelopment. She stated that if the grant money is secured it would be awarded in June of 2023. She gave an overview of what the grant money would be used for at the Park.

Councilmember Goodboe-Bisschoff inquired if it is possible for the DNR to reduce the amount being requested. Director Okey stated it is possible to receive less than what is being asked for.

Motion made by Councilmember Goodboe-Bisschoff to approve Resolution 2023-15, Authorizing Application for DNR Outdoor Recreation Grant.

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

9. NEW BUSINESS

A. Authorization to Purchase Able Park Building Furniture

Recreation Director Okey stated that staff is seeking Council approval to furnish the Able Park Building with tables and chairs. She stated that the Able Park Building renovation will be done at the beginning of June. Director Okey said that the it will cost approximately \$7,000.00 to furnish the building.

Motion made by Councilmember Wendling to approve Authorization to Purchase Able Park Building Furniture.

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

B. Schedule April Work Session

Administrator Buchholtz stated that staff is requesting to schedule a work session on Monday, April 10, 2023 at 5:30 PM. He said that the proposed topics include:

- Review of Police Department staffing study results
- Policing & security overview
- Discussion to remove Section (F) from SLPC 5.08.010
- Discussion to send letter to Dominion regarding rents

- City Hall renovation project update
- Councilmembers/Staff Reports
-

Consensus of the Council was to hold the work session on April 10 at 5:30pm.

C. Approve Statement of Work for HR Infrastructure – OPG-3

Administrator Buchholtz stated that the City upgraded Laserfiche from Avante to a Laserfiche Self-Hosted Subscription Municipality Site License. He stated that the upgrade came with an increase in capabilities.

Administrator Buchholtz the first step in upgrading is to design a file plan for our HR data and create workflows to simplify and standardize the indexing process. He stated that the second process is to establish records retention rules. This process will allow staff to automatically manage the data and remove files that are no longer required for the City to keep.

Motion made by Councilmember Dircks to Approve Statement of Work for HR Infrastructure – OPG3.

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

10. REPORTS

A. Attorney Report - None

B. Engineer's Report

Engineer Gravel stated that the 2023 Seal Coat and Sewer Lining Project Bids are due the week of April 10.

C. Administrator Report

Administrator Buchholtz gave an update on the Open House on May 8 from 5:30 – 7:30 pm on the City Hall Renovation. He encouraged residents to fill out the community Survey that was included in the Utility Billing.

Administrator Buchholtz stated that final closing documents will be coming soon on the fourth McKinley Street lot. He also stated that he has been nominated as Vice President for Metro Cities.

11. OTHER

A. Correspondence – None

B. Beyond The Yellow Ribbon

Mayor Nelson gave an update on the activities of the Beyond The Yellow Ribbon.

12. ADJOURN

Motion made by Councilmember Wendling to adjourn.

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

The meeting was adjourned at 7:35 PM.

Robert Nelson, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council Worksession was held on April 10, 2023 at the 1301 81st Ave NE, at 5:30 PM.

1. CALL TO ORDER

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

MEMBERS PRESENT

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

MEMBERS ABSENT

Councilmember April Moran

STAFF PRESENT

Administrator Daniel Buchholtz
Building Official Jeff Baker
Police Chief Josh Antoine

2. DISCUSSION ITEMS

A. Police Department Staffing Study Presentation (Antoine)

Chief Antoine provided an overview of the Spring Lake Park Police Department staffing study. He stated that the last time the patrol staffing increased was the addition of the School Resource Officer in the late 1990s. He stated that he completed the study using both the per capita approach and the workload based approach to determine the recommended staffing levels for the city. He said the per capita approach would result in need of 13 officers, using the Minnesota per capita average of 1.8 officers per 1,000 residents. He stated that the workload based approach showed that the Department needs 9 patrol officers (not including administration or specialized positions such as investigations).

Chief Antoine stated that the Department currently has 8 patrol officer units (seven patrol officers plus the two Patrol Sergeants counting as 1 patrol unit).

Chief Antoine stated that the benefits of an additional police officer would be continued proactive law enforcement, community outreach, support existing patrol staff with increasing calls for service, and officer safety.

Chief Antoine noted that the Department has determined that two Records Technicians can complete the work generated by the officers. He stated that a third Records Technician position has been held vacant pending the results of the study.

Chief Antoine explained that the salary and benefits of an officer at Step 3 of the salary schedule is \$107,909.55. He said the officer salary/benefits would be offset by \$92,880.21 with the elimination of the third Record Technician position. He stated that adding a new officer position would result in a budget increase of \$15,029 for the 2024 budget. Administrator Buchholtz noted that this could be funded with possible increases to state aids or an increase to the property tax levy.

Councilmember Wendling inquired what the impact would be to the property tax levy for adding another police officer. Administrator Buchholtz stated that the levy would need to increase by 0.5%.

Councilmember Dircks inquired as to the frequency of staffing studies. Chief Antoine stated that he intends to complete a new staffing study every three years.

CONSENSUS of the City Council was to direct the Administrator, Clerk/Treasurer to include the addition of an additional Police Officer full-time equivalent (FTE) in the 2024 budget and to reduce the authorized FTEs for Records Technicians by 1.

B. Policing Overview

Chief Antoine provided an overview of how policing has changed since the murder of George Floyd, highlighting the ban on choke holds, the increased standard for the use of deadly force by officers, and emphasis on an officer's duty to intercede when present and observing another police officer using force in violation of Statute. He stated that the Department has focused on looking for individuals who have strong communication skills to de-escalate situations as they arise, noting that de-escalation skills are just as important as tactical skills. He stated that hiring officers that are known to make good decisions when put in stressful situations minimizes the likelihood of a critical incident occurring.

Chief Antoine noted that officers go through a hands-on Field Training Program upon hire, where they are taught to make critical decisions that promote officer safety and foster a mindset that encourages respect and safety to those we serve in the community. He stated that all officers receive mandated training in use of force, firearms, persuasion and de-escalation, autism spectrum, implicit bias, duty to intervene and other topics.

C. City Hall Renovation/Expansion Project Update (Buchholtz/Antoine)

Chief Antoine stated that staff is taking security features for the City Hall building very seriously. He stated that physical security includes crime prevention through environmental design (CPTED), upgraded electronic door locks, upgraded security cameras, shatter resistant film on all windows, polycarbonate windows in the Link and the vestibules, well-placed bollards and removable window coverings.

Chief Antoine provided a brief overview of civil unrest contingency plans and how those plans integrate with the security features proposed for the building.

Councilmembers discussed the information provided and expressed confidence in the Chief's leadership.

D. Discuss Request to Remove Section (F) from SLPC 5.08.010 (Dircks)

Councilmember Dircks reported that she received correspondence from Rebekah Buck, property manager for Suntide Commercial Realty, requesting the City Council remove the dumpster enclosure requirement from the City Code. She stated that she reviewed the dumpster enclosure requirements from surrounding cities and found the City's code in line with those cities.

Building Official Baker reviewed the enforcement history for 8409-8421 Center Drive NE. Councilmembers discussed the request and past enforcement history. The Council came to consensus that SLPC 5.08.010 (F) be amended to clarify that dumpsters must be stored within the dumpster enclosure except on collection day. Councilmember Dircks noted that the proposed clarification would conform with the standard for residential properties.

CONSENSUS of the City Council was to direct staff to draft an amendment to SLPC 5.08.010 (F) to clarify that dumpsters must be stored within the dumpster enclosure except within 24 hours of collection.

E. Discuss Sending Letter to Dominion regarding rents (Dircks/Goodboe-Bisschoff)

Councilmember Dircks stated that the City Council received a request from Columbia Heights Councilmember Justice Spriggs to send a letter to Dominion requesting a limit on a rent increase for the next twelve months for the Legends of Spring Lake Park. Administrator Buchholtz presented a letter to the City Council and asked Councilmembers to provide feedback on the letter.

Councilmember Goodboe-Bisschoff inquired about supporting SF 2590/HF 2676, which would limit rent increases to five percent in any 12 month period for rental units to qualify for the Class 4d property tax classification. Council expressed support for the proposed legislation.

CONSENSUS of the City Council was to direct the Administrator, Clerk/Treasurer to prepare a resolution of support for SF 2590/HF 2676.

3. REPORT

A. City Council and Staff Reports – None

4. ADJOURN

Mayor Nelson adjourned the work session at 7:35 pm.

Robert Nelson, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

WHEREAS,

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

WHEREAS,

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

are proper.

NOW, THEREFORE BE IT RESOLVED:

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

Signed: _____

Mayor

Councilmembers:

ATTEST:

Daniel Buchholtz, Admin/Clerk-Treasurer

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

Date: March 2023
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Claim Res. #23-05

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>		<u>AMOUNT</u>
73542	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES & RANGE EQUIPMENT	\$	138.11
73543	JOSH ANTIONE	UNIFORM ALLOWANCE REIMB-WALMART	\$	27.44
73544	ASPEN MILLS	UNIFORM ALLOWANCE-LOHSE-JOHNSON	\$	206.85
73545	CARSON, CLELLAND & SCHREDER	ATTORNEY SERVICES	\$	8,236.25
73546	CENTERPOINT ENERGY	MONTHLY UTILITIES	\$	3,199.25
73547	CINTAS	FLOOR MATS	\$	126.79
73548	COMM-WORKS, LLC	PARK CAMERAS	\$	125.00
73549	CONNEXUS ENERGY	STREET LIGHTS	\$	10.41
73550	COTTENS	PARTS	\$	139.69
73551	EMERGENCY AUTOMOTIVE TECHNOLOGIES	FENIEX QUAD CANNON	\$	79.14
73552	GOPHER STATE ONE-CALL, INC	LOCATES	\$	12.15
73553	INNOVATIVE OFFICE SOLUTIONS, LLC	SUPPLIES	\$	139.74
73554	MAC QUEEN EQUIPMENT, INC.	TRACKLESS BLOWER SNOEQUIP & MIRROR	\$	914.05
73555	MANSFIELD OIL COMPANY	UNLEADED & DIESEL FUEL	\$	2,293.53
73556	MARIE RIDGEWAY LISS, LLC	CONTRACTUAL SERVICES	\$	640.00
73557	METROPOLITAN COUNCIL	WASTE WATER SERVICES DEF REV	\$	48,236.75
73558	MINNESOTA EQUIPMENT	PARTS	\$	195.48
73559	PARADISE CHARTER CRUISE	06/19/23 MINNETONKA CRUISE DEPOSIT	\$	500.00
73560	REVOLUTIONARY SPORTS, LLC	WINTER SESSION II CLASSES	\$	341.26
73561	STREICHER'S	UNIFORM ALLOW.--JOHNSON/KRAMER/BENNEK/IMIG	\$	402.96
73562	TWIN CITIES BMEU WEST	POSTAGE FOR 04/01/23 QTRLY WATER BILLING	\$	1,000.00
73563	U.S. POSTMASTER	ANNUAL FEE RENEWAL	\$	580.00
73564	ULINE	PLASTIC CART W/ TRAY	\$	333.85
73565	WATER CONSERVATION SERVICE INC	LEAK LOCATES 02/09 & 02/13 CTY 10 & SLP RD	\$	791.63
73566	WINDOW NATION, LLC	REFUND BLDNG PERMIT# 2022-00504 856 BALLANTYNE	\$	155.06
73567	XCEL ENERGY	MONTHLY UTILITIES	\$	1,385.19
73568	MAC QUEEN EQUIPMENT, INC.	PARTS	\$	212.33
73569	AMERITAS	PAYROLL	\$	37.42
73570	CENTRAL PENSION FUND	PAYROLL	\$	1,040.04
73571	DEARBORN LIFE INSURANCE COMPANY	PAYROLL	\$	150.76
73572	DELTA DENTAL	PAYROLL	\$	1,095.12
73573	L.E.L.S.	PAYROLL	\$	337.50
73574	LOCAL 49	PAYROLL	\$	105.00
73575	MINNESOTA CHILD SUPPORT PMNT CENTER	PAYROLL	\$	235.50
73576	NCPERS GROUP LIFE INS	PAYROLL	\$	16.00
73577	PREFERRED ONE INSURANCE COMPANY	PAYROLL	\$	14,050.81
73578	STREICHER'S	RANGE EQUIPMENT & SUPPLIES	\$	409.31
73579	VALLEY-RICH CO., INC	WARNING LITES OF MN-MAIN BREAK CENTRAL & 78TH CIR	\$	1,085.68
73580	AMERICAN MESSAGING	PW PAGER	\$	5.26
73581	AT&T MOBILITY	CELL PHONE SERVICES	\$	1,287.52
73582	CAROUSEL MOTOR GROUP	AUTO SERVICE & REPAIRS	\$	1,885.11
73583	CENTERPOINT ENERGY	MONTHLY UTILITIES	\$	3,006.68
73584	CHAMPION YOUTH	WINTER 2023 SESSION	\$	336.00
73585	CINTAS	FLOOR MATS	\$	250.73
73586	COTTENS INC	PARTS	\$	29.32
73587	DELTA DENTAL	COBRA PMNTS	\$	239.13
73588	DERING PIERSON GROUP	PROGRESS BILLING APPLICATIONS 4 & 5	\$	205,470.95
73589	EMERGENCY AUTOMOTIVE TECHNOLOGIES	AUTO SERVICE & REPAIRS	\$	137.50

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

Date: March 2023
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Claim Res. #23-05

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
73590	FLEXIBLE PIPE TOOLS & EQUIPMENT	VAC CYLINDERS	\$ 531.25
73591	HANNA NUR	BUTTON WINNER	\$ 50.00
73592	HEARTLAND TIRE INC	AUTO REPAIR & EQUIPMENT	\$ 519.03
73593	INDELCO PLASTICS CORPORATION	WATER PLANT PARTS	\$ 630.16
73594	INSTRUMENTAL RESEARCH INC	FEBRUARY WATER TESTING	\$ 88.00
73595	MANSFIELD OIL COMPANY	GRANDPARENT & ME CLASS 03/04/23	\$ 2,585.52
73596	JILL MASON	UNLEADED & DIESEL FUEL	\$ 110.00
73597	MCCLELLAN SALES INC	SUPPLIES	\$ 166.84
73598	METRO-INET	NETMOTION MOBILITY	\$ 152.00
73599	MINNEAPOLIS SAW	CHAINSAW PARTS	\$ 216.67
73600	NEW BRIGHTON PARKS & RECREATION	WINTER 2023 BEAN BAG TOSS LEAGUE	\$ 112.02
73601	OFFICE OF MN.IT SERVICES	FIBER OPTICS	\$ 44.60
73602	ONSITE SANITATION INC	ADA COMPLIANT-SPECIAL EVENT	\$ 140.00
73603	PLAISTED COMPANIES, ICN	CRUSHED CONCRETE	\$ 3,079.95
73604	SLP FIRE DEPARTMENT	FIRE PROTECTION SERVICES MARCH 2023	\$ 22,012.00
73605	STREICHER'S	UNIFORM ALLOWANCE--LEMKE	\$ 434.94
73606	VALLEY-RICH CO., INC	WATER MAIN BREAK X4	\$ 37,049.37
73607	NCPERS GROUP LIFE INS	PAYROLL (09/18/22-10/01/22 & 10/02/22-10/15/22)	\$ 32.00
73608	AMERITAS	PAYROLL	\$ 37.42
73609	CENTRAL PENSION FUND	PAYROLL	\$ 1,040.04
73610	DEARBORN LIFE INSURANCE COMPANY	PAYROLL	\$ 146.51
73611	DELTA DENTAL	PAYROLL	\$ 1,047.19
73612	L.E.L.S.	PAYROLL	\$ 337.50
73613	LOCAL 49	PAYROLL	\$ 105.00
73614	MINNESOTA CHILD SUPPORT PMNT CENTER	PAYROLL	\$ 235.50
73615	NCPERS GROUP LIFE INS	PAYROLL	\$ 16.00
73616	PREFERRED ONE INSURANCE COMPANY	PAYROLL	\$ 13,627.80
73617	ANOKA COUNTY	LOCAL GOV OFFICIALS MEETING-KW, BGB, LD	\$ 39.00
73618	ANOKA COUNTY	RECORDING VARIANCE & CUP 1409 OSBORNE RD	\$ 92.00
73619	ANOKA COUNTY TREASURY	JLEC 2023 SHARED COSTS	\$ 15,246.00
73620	CINTAS	FLOOR MATS	\$ 126.79
73621	COMCAST	8251 ARTHUR ST	\$ 112.92
73622	COMM-WORKS, LLC	PARK CAMERAS	\$ 125.00
73623	COMPUTER INTEGRATION TECHNOLOGIES	AGREEMENT MANAGED SERVICES	\$ 4,640.00
73624	CONNEXUS ENERGY	MONTHLY UTILITIES	\$ 394.73
73625	FASTENAL COMPANY	CABLE TIES	\$ 30.77
73626	FINANCE & COMMERCE	FINANCE & COMMERCE PUBLIC NOTICES	\$ 310.20
73627	HYDRAULIC SPECIALTY INC	HYDRAULIC HOSE	\$ 30.12
73628	INDELCO PLASTICS CORPORATION	WATER PLANT PARTS	\$ 2,475.98
73629	LANDS' END	UNIFORM ALLOWANCE--KILEY	\$ 100.85
73630	MANSFIELD OIL COMPANY	UNLEADED FUEL	\$ 1,381.23
73631	MAVO SYSTEMS	LEAD ABATEMENT OF HVAC SYSTEM-RANGE	\$ 1,635.00
73632	MHSRC/RANGE	DRIVING CLASSES	\$ 920.00
73633	MINNESOTA RURAL WATER ASSOCIATION	MRWA MEMBERSHIP JAN-DEC 2023	\$ 400.00
73634	NORTHERN TOOL & EQUIPMENT	HONDA 207CC MOTOR / BATTERY PACK	\$ 1,348.77
73635	ODP BUISNESS SOLUTIONS, LLC	OFFICE SUPPLIES	\$ 188.44
73636	CITY OF SPRING LAKE PARK--PETTY CASH	PETTY CASH REIMBURSEMENT	\$ 131.85
73637	PLUNKETT'S INC	PEST CONTROL	\$ 96.30

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

Date: March 2023
Page: 3
Claim Res. #23-05

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>		<u>AMOUNT</u>
73638	RECYCLE TECHNOLOGIES	03/11/23 RECYCLING EVENT	\$	1,915.30
73639	SHRED-IT USA	SHREDDING SERVICES	\$	109.32
73640	STANTEC	CONSULTING SERVICES	\$	4,612.40
73641	STREICHER'S	UNIFORM ALLOWANCE--BENNEK	\$	164.00
73642	TAHO SPORTSWEAR, INC	NAME PLATES--W. BROWN / A. MORAN	\$	15.00
73643	TASC	COBRA ADMIN FEE	\$	31.04
73644	TRUST IN US, LLC	PRE-EMPLOYMENT DRUG TEST--T. HELLER	\$	57.00
73645	TWIN PINES IMPRINTING	TOWER DAYS BUTTONS	\$	619.00
73646	UNIQUE PAVING MATERIALS CORP	5.43 TONS COLD MIX	\$	901.38
73647	USS MINNESOTA ONE MT LLC	SOLAR	\$	8,424.77
73648	VISU-SEWER INC	PMNT NO. 2 2021 SEWER LINING PROJECT	\$	35,752.00
73649	WALTERS RECYCLING REFUSE SERV	MONTHLY RECYCLING SERVICES/ TRASH & ORGANICS	\$	10,724.30
73650	XCEL ENERGY	MONTHLY UTILITIES	\$	6,914.20
73651	ANOKA COUNTY	TRUTH IN TAXATION, SPECIAL ASSESSMNT LAWS, TIF	\$	2,250.37
73652	ANOKA COUNTY	1ST 1/2 PROPERTY TAXES 2023	\$	11,135.12
73653	JOSH ANTOINE	CELL PHONE REIMBURSEMENT	\$	50.00
73654	AXON ENTERPRISES, INC.	NEW LICENSE EVIDENCE.COM	\$	180.00
73655	WANDA BROWN-MCGRECK	PARKING & MILEAGE REIMB.--MCFOA CONF 03/22-24	\$	145.33
73656	CINTAS	FLOOR MATS	\$	126.79
73657	COTTENS INC	PARTS	\$	83.94
73658	CUTTER SALES INC	PARTS FOR SANDPRO	\$	65.69
73659	ECM PUBLISHERS INC.	2023 ST SEAL COAT/CRACK REPAIR & SEWER LINING	\$	322.50
73660	EVIDENT CRIME SCENE PRODUCTS	EVIDENCE TAPE	\$	49.50
73661	INDELCO PLASTICS CORPORATION	PARTS	\$	1,412.52
73662	MENARDS-CAPITAL ONE TRADE CREDIT	CC PMNT	\$	72.55
73663	JEFF SANDINO	COOKING CLASS MARCH 23, 2023	\$	561.00
73664	DAVID SCHLUETER	APPRAISE YOUR ANTIQUES CLASS MARCH 2023	\$	100.00
73665	THE GOOD YEAR TIRE & RUBBER COMPANY	TIRES	\$	852.42
73666	THE HOME DEPOT CREDIT SERVICES	CC PMNT	\$	21.01
73667	THE TOONIES	50% DEPOSIT FOR 07/05/23 ENVIRO-FUN SHOW	\$	425.00
73668	TWIN CITY HARDWARE	GARAGE DOOR REMOTE BUTTON REPAIR	\$	140.00
TOTAL DISBURSEMENTS				504,240.96

****This list includes 2022 budget expenses****



**MAYOR'S PROCLAMATION
ARBOR DAY
APRIL 28, 2023**

WHEREAS trees are vital to the health and well-being of our environment and our community, providing numerous benefits including clean air and water, habitat for wildlife, and beauty for all to enjoy; and

WHEREAS, the City of Spring Lake Park recognizes the importance of trees and is committed to planting and caring for trees in our city; and

WHEREAS, the urban canopy in our city provides numerous benefits, including improved air quality, reduced urban heat island effect, energy savings, wildlife habitat, increased property values, storm water control and improved mental health; and

WHEREAS, tree diseases, such as Emerald Ash Borer (EAB), Oak Wilt and Dutch Elm Disease, have had a significant impact on the tree population in our city, threatening the health and diversity of our urban forest; and

WHEREAS, Arbor Day is a nationally recognized day to celebrate the importance of trees and encourage tree planting and care.

NOW, THEREFORE, I, Robert Nelson, Mayor of the City of Spring Lake Park, do hereby proclaim April 28, 2023 as

ARBOR DAY

in the City of Spring Lake Park and urge all citizens to celebrate this day by planting trees and supporting efforts to care for existing trees.

Dated this 17th day of April, two thousand twenty-three.

Robert Nelson, Mayor

ATTEST:

Daniel Buchholtz, City Administrator



**MAYOR'S PROCLAMATION
MUNICIPAL CLERKS WEEK
APRIL 30 – MAY 6, 2023**

WHEREAS, the Office of the Municipal Clerk, a time honored and vital part of local government, exists throughout the world; and

WHEREAS, the Office of the Municipal Clerk is the oldest among public servants; and,

WHEREAS, the Office of the Municipal Clerk provides the professional link between residents, the City Council, and other local, state and federal units of government; and

WHEREAS, Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all; and

WHEREAS, the Municipal Clerk serves as the information center on functions of local government and community; and

WHEREAS, Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Municipal Clerk through participation in educational programs, seminars, workshops and professional association meetings; and

WHEREAS, it is most appropriate that we recognize the accomplishments of the Office of the Municipal Clerk.

NOW, THEREFORE, I, Robert Nelson, Mayor of the City of Spring Lake Park, do hereby proclaim the week of April 30 through May 6, 2023 as

MUNICIPAL CLERKS WEEK

in the City of Spring Lake Park, and further extend appreciation to our Municipal Clerk, Daniel Buchholtz, MMC, Deputy Clerk Wanda Brown, Spring Lake Park Administrative staff, and to all Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

Dated this seventeenth day of April, two thousand twenty three.

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, Administrator,
Clerk/Treasurer



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division
445 Minnesota Street, Suite 1600, St. Paul, MN 55101
651-201-7507 TTY 651-282-6555

**APPLICATION AND PERMIT FOR A 1 DAY
TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization	Date of organization	Tax exempt number	
KRAUS-HANDL UFW Post 6587		41-0728764	
Organization Address (No PO Boxes)	City	State	Zip Code
8100 Pleasant View Dr, Fair. St	Spring Lake Park	MN	55432
Name of person making application	Business phone	Home phone	
Mitch TIDBETH	762-780-1900	762-782-7096	
Date(s) of event	Type of organization <input type="checkbox"/> Microdistillery <input type="checkbox"/> Small Brewer		
Town Dnr Cn Show June 11, 2023	<input checked="" type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input type="checkbox"/> Other non-profit		
Organization officer's name	City	State	Zip Code
Bob Wilster	STPAH	MN	55011
Organization officer's name	City	State	Zip Code
		MN	
Organization officer's name	City	State	Zip Code
		MN	

Location where permit will be used. If an outdoor area, describe.

Parking Lot

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

Integrity Insurance Company 1 million

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City or County approving the license	Date Approved
Fee Amount	Permit Date
Event in conjunction with a community festival <input type="checkbox"/> Yes <input type="checkbox"/> No	City or County E-mail Address
Current population of city	
Please Print Name of City Clerk or County Official	Signature City Clerk or County Official

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event

No Temp Applications faxed or mailed. Only emailed.

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.

PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US

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

Contractor's Licenses

April 17, 2023

Blacktopping Contractor

C & S Contractor

General Contractor

Premise, Inc.

Mechanical Contractor

Arctic Mechanical

Genz Ryan Plumbing & Heating

Horwitz, LLC.

Manufactured Housing Parts & Service, Inc.

Standard Heating & A/C

TJK Plumbing

Bettin, Inc dba. Ecowater

Harris St. Paul, Inc.

Le's Heating and Air, Inc.

Sayler Heating & Air Conditioning, Inc.

Tim's Quality Plumbing

Plumbing Contractor

Bettin, Inc. dba Ecowater

Erickson Plumbing, Heating & Cooling, Inc.

Harris St. Paul, Inc.

Ike's Plumbing & Drain Cleaning, Inc.

TJK Plumbing

Champion Plumbing

Genz Ryan Plumbing & Heating Co.

Horwitz, LLC.

Tim's Quality Plumbing

Z's Plumbing, LLC.

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

Contractor's Licenses

April 17, 2023

Tree Contractor

A to Z Tree Care, LLC.

Pioneer Tree Service

Neighborhood Tree Care, LLC.

Steve's Quality Tree Service

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

**Business License – Massage
April 17, 2023**

**Spring Lake Park Spa
7777 Highway 65 NE
Individual Tech – Lucky Ling Yang**

MT-23-05



Police Report

March 2023

Submitted for Council Meeting: April 17, 2023

The Spring Lake Park Police Department responded to eight hundred twenty-nine calls for service for the month of March 2023. This is compared to responding to six hundred forty-five calls for service in March 2022.

School Resource Officer Aaron Imig reports handling six calls for service for the month of March 2023, along with conducting twenty-six student contacts, twenty-one escorts and eight follow up investigations in to school related incidents. Officer Imig also noted attending several staff meetings and the school was on Spring Break from March 13th to March 17th. For further details see Officer Imig's attached report.

Investigator Bennek reports handling thirty-three cases for the month of March 2023, thirty Felony and two Misdemeanor case. Investigator Bennek also continues to monitor five forfeiture cases. Investigator Bennek also participated in an auto/retail theft detail in the Northtown Mall area. For further detail, see Investigator Bennek's attached report.

The Spring Lake Park Police Department Administrative Office Staff continue to do an exemplary job in running the front office operations. I am thankful for all that they do on a daily basis.

The month of March 2023 was a busy month for myself as well, besides handling the day to day operations of the police department, I represented the City of Spring Lake Park at the below meetings:

March council meetings

Department head meeting

Emergency Management Table Top Exercise at Blaine PD

Met with Representative Koegel along with Administrator Buchholtz and Council Member Goodboe-Bischoff.

Hennepin Technical College Career Fair

Anoka Chiefs of Police monthly meeting

Staffing study meeting with Hugo McPhee

PSDS Cost sharing committee meeting

This concludes my report for the month of March 2023.

Spring Lake Park Police/ School Resource Officer Report

March 2023

Incidents by School Location	Reports (ICRs)	Student Contacts*	Escorts/Other	Follow Up Inv.
Spring Lake Park High School	5	26	20	8
Discovery Days (pre-school)				
Lighthouse School				
Park Terrace Elementary School			1	
District Office				
Able and Terrace Parks (School Related)				
School Related				
Miscellaneous Locations	1			
Totals:				

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



Investigator

Tony Bennek

Spring Lake Park Police Department

Monthly Report

March 2023

Total Case Load

Case Load by Level of Offense: 33

Felony	31
Gross Misdemeanor	0
Misdemeanor	2

Case Dispositions:

County Attorney	30
Juvenile County Attorney	0
City Attorney	3
Forward to Other Agency	0
SLP Liaison	0
Carried Over	0
Unfounded	0
Exceptionally Cleared	0
Closed/Inactive	0

Forfeitures:

Active Forfeitures	5
Forfeitures Closed	1

Parks and Recreation Department

March 2023 Report

Recreation Programs

- Youth recreational activities offered during the month included:
 - Art Academy – 4-week session
 - Dungeons & Dragons
 - Dance Classes- 6-week sessions
 - Grandparent and Me art class - Irish Me.
 - Rev Sports Basketball 4-week session
 - Spring Break Field Trips
 - Edinborough Park
 - MN Children’s Museum
 - Zero Gravity Outing
- Adult recreational activities held during the month included:
 - North Metro Volleyball League – Women
 - North Metro Volleyball League – Co-rec
 - Pickleball Skills Class
 - Knitting Class
 - Crocheting Class
 - Social Media Classes
 - Yoga
 - Zumba
 - Mature Driver Courses-4-hour Refresher and 8- hour first time student
 - Walking/Fitness Challenge with Mounds View
 - Jeff Sandino Cooking Class
 - Appraise Your Antiques Class
 - Book, Bingo and Card Clubs

Summer Catalog has been mailed and all programs are open for registration.

Parks

- Able Park Building reconstruction project – March saw the completion of bathroom tiles and fixtures, water heater installation, window ledges, staining of the wood panels, kitchen cabinet counter top
- All raised garden beds have been reserved for the summer.
- Playground replacement parts have been ordered for repairs.

Tower Days - June 8-11, 2023

- Thursday events: parade, 3k fun run, city wide garage sale
- Friday events: Hayride, Puzzlepalooza, Senior 500 Card Tournament
- Saturday events: SLP Lions bingo at the park, concessions Lori Dokken and friends, Jonah and the Whales, fireworks
- Sponsorship is still available, contact recinfo@slpmn.org
- The Committee's next meeting will be held on Tuesday, April 25 at 6:30pm in City Hall. If interested in joining the committee, please contact Kay at kokey@slpmn.org
- As events and activities are confirmed, they will be posted on www.slprec.org website.

Parks & Recreation Commission

- Committee meets the first Tuesday of every month at 6:30pm. If interested in joining, please visit our website for additional details on the duties and responsibilities of a Commissioner. <https://slprec.org/parksrec/page/volunteer-0>
- The Commission will schedule their monthly meetings during the summer months at the parks so they may do onsite park and program reviews.

Department Activity

- Staff have been reconnecting with community senior living apartments and facilities to promote our programs to their residents.
- Staff is continuing to hire for seasonal help – softball umpires and playground staff.
- Director Okey attended the following meetings and events during the month:
 - City Council session
 - Department Head meeting
 - City Hall renovation meetings
 - Construction meetings on Able Park Building
 - Park and Recreation Commission monthly meeting
 - Tower Days Planning Meeting

Upcoming Activities

- Youth Softball Registrations – still openings to get youth involved
- Red Cross Babysitting Class – April 29
- Registration open for the following extended tours
 - Branson
 - Collette Tours – Sunny Portugal, Costa Rica, Holland, Hawaii

RESOLUTION NO. 2023-16

RESOLUTION EXPRESSING SUPPORT FOR SF 2590/HF 2676, A BILL LIMITING RENT INCREASES IN LOW-INCOME RENTAL PROJECTS THAT USE RESIDENTIAL RENTAL BONDS

WHEREAS, access to affordable housing is a critical component of community wellbeing; and

WHEREAS, rental prices for properties governed under the federal Low Income Housing Tax Credit program have increased significantly over the past two years, causing financial hardship for many seniors; and

WHEREAS, SF 2590/HF 2676, chief authored by Senator Hoffman and Representative Stephenson, will limit rent increases to no more than 5% for certain low-income rental projects that use residential bonds; and

WHEREAS, this proposed legislation has the potential to benefit the residents of our community who are struggling to make ends meet and may be at risk of losing their homes due to rising rents.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Spring Lake Park that the City Council does hereby express its support for SF 2590/HF 2676 and encourages the Legislature to adopt it without delay; and

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to State Representative Koegel, State Senator Kunish, the House and Senate authors of the proposed legislation, the Governor's office and any other appropriate parties.

The foregoing resolution was moved for adoption by .

Upon roll call, the following voted aye: .

And the following voted nay:

Whereupon the Mayor declared said resolution duly passed and adopted this 17th day of April, 2023.

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, Administrator

RESOLUTION NO. 2023-17

A RESOLUTION CANCELLING DEVELOPER'S AGREEMENT

WHEREAS, the City of Spring Lake Park (the "City") entered into a Developer's Agreement with Veterans Development, Inc., last executed on October 18, 1994, and recorded with the Anoka County Recorder's office on October 25, 1994 as document number 261188.0 (the "Developer's Agreement") related to the proposed development of certain real property identified in Exhibit A, attached hereto (such real property the "Subject Property"); and

WHEREAS, after a review of City records, the City has determined that the Developer's Agreement is of no further effect and may be formally cancelled and released as an encumbrance to the Subject Property; and

WHEREAS, the City desires to memorialize the formal cancellation of the Developer's Agreement via this City Council action.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Spring Lake Park hereby formally cancels the above described Developer's Agreement and acknowledges that the same is of no further effect.

The foregoing Resolution was moved for adoption by Councilmember _____.

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

And the following voted against the same: _____.

Whereupon the Mayor declared said Resolution duly passed and adopted this the 17th day of April, 2023.

Robert Nelson, Mayor

ATTEST:

Daniel Buchholtz, Administrator

EXHIBIT A

(the "Subject Property")

The North 668.28 feet of Lot 14, Auditor's Subdivision No. 152, except the North 68.28 feet except the East 399 feet of said Lot 14;

And

All of Lot 14, Auditor's Subdivision No. 152, Except the North 668.28 feet and except the East 399 feet of said Lot 14;

And

That part of Lot 13, Auditor's Subdivision No. 152, lying in the Northeast Quart of the Southeast Quarter of Section 1, Township 30, Range 24, EXCEPT the East 399.0 feet, together with an easement for road purposes over the North 33 feet of the West 600 feet of Lot 13, which easement is an appurtenant easement to Lots 13 and 14, except the East 399.0 feet thereof.

The North 68.28 feet of Lot 14, Auditor's Subdivision No. 152, except the East 399 feet of said Lot 14.



Memorandum

To: Mayor Nelson and Members of the City Council

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

Date: April 13, 2023

Subject: Resolution 2023-17, Cancelling Developer's Agreement

As we have proceeded with the closing on Lot 4, Block 1 McKinley Manor Addition, the title commitment made a note to "Determine if Developer's Agreement filed October 25, 1994 as Document Number 261188.0 can be released."

Attorney Thames reviewed the issue and the Developer's Agreement from 1994 and determined that the agreement could be cancelled as all of the terms had been completed.

Staff recommends approval of the resolution.

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



Stantec Consulting Services Inc.
733 Marquette Avenue, Suite 1000, Minneapolis MN 55402

April 12, 2023

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

Re: 2023 Street Seal Coat and Crack Repair Project
Project No. 193806041
Bid Results and Contract Award

Dear Dan:

Bids were opened for the Project stated above on April 11, 2023. Transmitted herewith is a copy of the Bid Tabulation for your information and file. Copies will also be distributed to each Bidder once the Project has been awarded.

Two bids were received. The following summarizes the results of the Bids received:

	<u>Contractor</u>	<u>Base Bid</u>
Low	Allied Blacktop Company	\$92,770.00
2	Pearson Bros., Inc.	\$157,350.00

The low Bidder on the Project was Allied Blacktop Company with a Total Base Bid Amount of \$92,770.00. These Bids have been reviewed and found to be in order.

If the City Council wishes to award the Project to the low Bidder, then **Allied Blacktop Company** should be awarded the Project on the **Total Base Bid Amount of \$92,770.00.**

Should you have any questions, please feel free to contact me at 612-712-2000.

Sincerely,

STANTEC CONSULTING SERVICES INC.

Phil Gravel

Enclosure



Project Name: **2023 Street Seal Coat and Crack Repair Project**

I hereby certify that this is an exact reproduction of bids received.

City Project No.:

Stantec Project No.: 193806041

Bid Opening: Tuesday, April 11, 2023 at 10:00 AM CDT

Owner: **Spring Lake Park, Minnesota**

Phil Gravel, P.E.
License No. 19864

BID TABULATION

Item Num	Item	Units	Qty	Bidder No. 1		Bidder No. 2	
				Allied Blacktop Company	Pearson Bros., Inc.	Allied Blacktop Company	Pearson Bros., Inc.
				Unit Price	Total	Unit Price	Total
BASE BID:							
1	MOBILIZATION	LS	1	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
2	TRAFFIC CONTROL	LS	1	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
3	ROUTE AND SEAL CRACK REPAIR	LBS	3000	\$2.70	\$8,100.00	\$5.00	\$15,000.00
4	CLEAN AND SEAL CRACK REPAIR	LBS	3000	\$2.70	\$8,100.00	\$5.00	\$15,000.00
5	SEAL COAT AGGREGATE, FA-2 (MOD)	TN	490	\$40.00	\$19,600.00	\$115.00	\$56,350.00
6	BITUMINOUS MATERIAL FOR SEAL COAT, CRS-2	GAL	12200	\$3.85	\$46,970.00	\$5.00	\$61,000.00
TOTAL BASE BID					\$92,770.00		\$157,350.00
Contractor Name and Address:				Pearson Bros., Inc.			
				11079 Lamont Ave.			
				Hanover, MN 55341			
Phone:				(763) 391-6622			
Email:				peggy@pearsonbrosinc.com			
Signed By:				Jack E. Pearson			
Title:				President			
Bid Security:				Bid Bond			
Addenda Acknowledged:				1			



Stantec Consulting Services Inc.
733 Marquette Avenue, Suite 1000, Minneapolis MN 55402

April 12, 2023

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

Re: 2023 Sanitary Sewer Lining Project
Project No. 193805871
Bid Results and Contract Award

Dear Dan:

Bids were opened for the Project stated above on April 11, 2023. Transmitted herewith is a copy of the Bid Tabulation for your information and file. Copies will also be distributed to each Bidder once the Project has been awarded.

Five bids were received. The following summarizes the results of the Bids received:

	Contractor	Base Bid
Low	Visu-Sewer, Inc.	\$1,047,746.00
2	Insituform Technologies USA, LLC	\$1,408,622.20
3	Hydro-Klean, LLC	\$1,480,681.19
4	SAK Construction, LLC	\$1,632,592.50
5	Veit & Company, Inc.	\$1,672,885.00

The low Bidder on the Project was Visu-Sewer, Inc with a Total Base Bid Amount of \$1,047,746.00. These Bids have been reviewed and found to be in order.

If the City Council wishes to award the Project to the low Bidder, then **Visu-Sewer, Inc.** should be awarded the Project on the **Total Base Bid Amount of \$1,047,746.60.**

Should you have any questions, please feel free to contact me at 612-712-2000.

Sincerely,

STANTEC CONSULTING SERVICES INC.

Phil Gravel

Enclosure



Project Name: **2023 Sanitary Sewer Lining Project**

I hereby certify that this is an exact reproduction of bids received.

City Project No.:

Stantec Project No.: 193805871

Bid Opening: Tuesday, April 11, 2023 at 10:30 AM CDT

Owner: **Spring Lake Park, Minnesota**

Phil Gravel

Phil Gravel, P.E.
License No. 19864

BID TABULATION

Item Num	Item	Units	Qty	Bidder No. 1		Bidder No. 2		Bidder No. 3		Bidder No. 4	
				Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
BASE BID:											
1	MOBILIZATION	LS	1	\$3,600.00	\$3,600.00	\$11,259.50	\$11,259.50	\$49,928.79	\$49,928.79	\$32,500.00	\$32,500.00
2	TRAFFIC CONTROL	LS	1	\$2,500.00	\$2,500.00	\$14,969.30	\$14,969.30	\$30,000.00	\$30,000.00	\$7,500.00	\$7,500.00
3	SEWER REHABILITATION, 8 or 9-INCH CIPP	LF	35710	\$27.60	\$985,596.00	\$35.60	\$1,271,276.00	\$36.50	\$1,303,415.00	\$41.75	\$1,490,892.50
4	HYDROPHILIC END SEAL	EA	260	\$120.00	\$31,200.00	\$172.50	\$44,850.00	\$178.99	\$46,537.40	\$140.00	\$36,400.00
5	CLEAN AND INSPECT SERVICE LATERAL CONNECTION	EA	50	\$485.00	\$24,250.00	\$1,270.30	\$63,515.00	\$996.00	\$49,800.00	\$1,250.00	\$62,500.00
6	TRIM INTRUDING SERVICE TAP	EA	4	\$150.00	\$600.00	\$688.10	\$2,752.40	\$250.00	\$1,000.00	\$700.00	\$2,800.00
TOTAL BASE BID					\$1,047,746.00		\$1,408,622.20		\$1,480,681.19		\$1,632,592.50
				<p>Contractor Name and Address: Visu-Sewer, Inc. W230 N4855 Beiker Drive Pewaukee, WI 53072</p> <p>Phone: (262) 695-2340 Email: visu-info@visu-sewer.com Signed By: Alex L. Rosebow Title: President - Wisconsin Bid Security: Bid Bond Addenda Acknowledged: 1</p>							
				<p>Contractor Name and Address: Insituform Technologies USA, LLC 580 Goddard Avenue Chesterfield, MO 63005 (636) 530-8000 psordillo@aegion.com Patricia Sordillo Contracting and Attesting Officer Bid Bond</p>							
				<p>Contractor Name and Address: Hydro-Klean, LLC 333 NW 49th Place Des Moines, IA 50313 (515) 283-0500 jlom@hksolutionsgroup.com Jill Lom Contracts Manager Bid Bond</p>							
				<p>Contractor Name and Address: SAK Construction LLC 864 Hoff Road O'Fallon, MO 63366 (636) 385-1000 bidppc@sakcon.com Boyd Hirtz Vice President Bid Bond</p>							



Bidder No. 5

Veit & Company, Inc.

BID TABULATION

Item Num	Item	Units	Qty	Unit Price	Total
BASE BID:					
1	MOBILIZATION	LS	1	\$30,000.00	\$30,000.00
2	TRAFFIC CONTROL	LS	1	\$4,000.00	\$4,000.00
3	SEWER REHABILITATION, 8 or 9-INCH CIPP	LF	35710	\$43.50	\$1,553,385.00
4	HYDROPHILIC END SEAL	EA	260	\$180.00	\$46,800.00
5	CLEAN AND INSPECT SERVICE LATERAL CONNECTION	EA	50	\$750.00	\$37,500.00
6	TRIM INTRUDING SERVICE TAP	EA	4	\$300.00	\$1,200.00
TOTAL BASE BID					\$1,672,885.00

Contractor Name and Address: Veit & Company, Inc.

14000 Veit Place
Rogers, MN 55374

Phone: (763) 428-2242

Email: steve.hedtko@veitusa.com

Signed By: Steven J. Hedtko

Title: Chief Financial Officer

Bid Security: Bid Bond

Addenda Acknowledged: 1



Memorandum

To: Mayor Nelson and Members of the City Council

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

Date: April 13, 2023

Subject: July 3, 2023 Council Meeting

With the 4th of July holiday on a Tuesday this year, staff is polling the City Council to see if you would like to either cancel or postpone the July 3 City Council meeting.

In the past, the City Council has cancelled the first meeting in July when the 4th of July falls on a Tuesday.

The City Council has also previously authorized City Hall to be closed on July 3, so long as staff used vacation or comp time to cover the absence. This has been done due to lack of traffic into City Hall and skeletal staffing levels.

Staff is seeking direction on these issues. If you have any questions, please do not hesitate to contact me at 763-784-6491.



City of Spring Lake Park
Engineer's Project Status Report

To: Council Members and Staff
From: Phil Gravel

Re: **Status Report for 04.17.23 Meeting**
File No.: R-18GEN

Note: Updated information is shown in *italics*.

2023 MS4 Permit and SWPPP Update (193805251). Annual Report is due by June 30th. The Annual Public Meeting can be held in June. Pond, structural BMP, and outfall inspections due by July 31st. *MPCA is completing a review/audit of the city's 2022 information.*

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. Lining work has been completed. Contractor is Visu-Sewer. *Contractor final payment can be processed when contractor has supplied the required project close-out documents.*

2023 Sewer Lining Project (193805871). This project will include the remaining sanitary sewers in the city that need to be lined (approximately 35,710-feet). Plans and specs were ordered on 9-6-22. *Bids have been received. The low bidder was Visu-Sewer Inc with a low bid amount of \$1,047,746. See Separate letter.*

2023 Seal Coat and Crack Repair Project (193806041). This project includes routine street maintenance on the streets in the area north of 81st Avenue and east of Able Street. Plans and specs were ordered on 12-19-22. *Bids have been received. The low bidder was Allied Blacktop with a low bid amount of \$97,770. See Separate letter.*

City Hall Building (193806049). The Design Phase for the city hall remodel project started in January 2023. The schedule calls for obtaining construction bids in late 2023. Meetings with staff continue. Council updated at April 10, 2023 workshop.

2022-2023 City of Mounds View Street Project (trail in Spring Lake Park along Co. Rd 10): SAP 183-020-009 (193805303). Spring Lake Park's portion of this project is a segment of bituminous trail along the south side of Co. Rd. 10 east of Spring Lake Road to the east city limits (without lighting). *Highway 10 trail construction will occur in 2023. Spring Lake Park needs to consider pavement markings on Spring Lake Rd., Hillview Rd., and Pleasant View Dr.*

2024 Sanburnol Drive and Elm Drive NE (19380_____). Sanburnol Drive was last reconstructed in 1998. The roadway surface is deteriorating and is in need of rehabilitation. Sanburnol Drive is a shared road between the cities of Spring Lake Park and Blaine. Spring Lake Park will be the lead agency on this project, but it will be a cooperative project between Blaine and Spring Lake Park. *Currently working with Blaine to arrange geotechnical borings.*

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

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

CORRESPONDENCE



Anoka County

COUNTY ADMINISTRATION

Respectful, Innovative, Fiscally Responsible

Rhonda Sivarajah
County Administrator

April 11, 2023

Ms. Marcey Westrick
Central Region Manager
Minnesota Board of Water and Soil Resources
520 Lafayette Road North
St. Paul, MN 55155

Dear Ms. Westrick:

At the county board meeting of April 11, 2023, the Anoka County Board of Commissioners reappointed Matthew Herbst and Jim Hafner to the Coon Creek Watershed District Board of Managers for terms ending May 27, 2026.

If you have any questions regarding the actions taken by the Anoka County board, please do not hesitate to contact me.

Sincerely,

Rhonda Sivarajah
County Administrator
763-324-4715
Rhonda.Sivarajah@co.anoka.mn.us

RS:bv
By email

c: Pam LeBlanc, Property Records and Taxation Division Manager
Tim Kelly, District Administrator, Coon Creek Watershed District
Mayors and City Managers/Administrators of CCWD

Daniel Buchholtz

From: Wilhelmi, Michael S <Michael.S.Wilhelmi@xcelenergy.com>
Sent: Tuesday, April 11, 2023 1:11 PM
To: Wilhelmi, Michael S
Subject: FW: Xcel Energy press release: Stay safe while gardening and landscaping, call 8-1-1 before you dig

This message was sent from outside of the organization. Please do not click links or open attachments unless you recognize the source of this email and know the content is safe.

Dear City Leader,

I'm sending along this press release regarding National Safe Digging Month. Please feel free to use in your newsletters or other communications with citizens.

Thanks for your help,

Mike
(651) 214-8075



Xcel Energy Media Relations
414 Nicollet Mall, 401-7
Minneapolis, MN 55401
(612) 215-5300
www.xcelenergy.com

Stay safe while gardening and landscaping: Call 8-1-1 before you dig

April is National Safe Digging Month

MINNEAPOLIS (April 11, 2023) – Xcel Energy is advising customers who are eager to start their spring planting or landscaping to always call 8-1-1 to have underground utility lines marked free of charge before starting any digging projects.

April is National Safe Digging Month, which serves as a reminder that digging without locating utility lines causes injuries, loss of life, and property damage every year. This damage can also lead to outages and fines. In 2022, Xcel Energy had 91 incidents in Minnesota when customers did not call 8-1-1 and then caused damage to buried gas or electric lines.

“Businesses and homeowners digging without locates presents the industry’s greatest risk to customer and public safety,” said Luke Litteken, Xcel Energy senior vice president of natural gas. “Historically, nearly 25% of the damages that occur to gas pipelines are a result of businesses and homeowners not calling for locates. Whether someone is installing a bush in their backyard or doing a larger home or public project, always call 811 for a free locate. If someone is contracting with a third party to do any work that requires soil movement, ensure that they call for a locate on your behalf. Only you can prevent the next pipeline or electrical line contact.”

In Minnesota, homeowners and contractors should call 8-1-1 or submit an online request to [Gopher State One Call](#) at least two business days before starting a project. Every digging project requires a call, regardless of whether the project is big or small. No matter whether you're installing a mailbox post, building a deck, or planting a tree, these projects require a call to 8-1-1.

Gopher State One Call will notify the right utility companies of the caller's intent to dig. At no charge, professional locators will mark the locations of underground lines with flags, spray paint, or both. Depth of utility lines can change over time because of storms and soil condition.

Customers should contact a private locator company to find lines not owned by a utility. Examples of these include lines installed by a homeowner to heat a pool, light a garage or install a gas grill.

Safe digging tips

- **Always call 811 before you dig.** It's the law
- **Depth can be deceptive.** Depth of utility lines can change over time with erosion, storms, floods, soil condition, heaving in winter from frost, and changes to landscaping.
- **What you don't know can hurt you.** Even if you've lived in your home for 30 years, things can and do change in your yard.
- **Does it smell like rotten eggs?** If you damage a natural gas line and notice a sulfur or rotten egg-like smell, move quickly away from the area. Once safely away, call 911 first, then your gas utility company to investigate and repair.
- **Hand digging.** Before you can work near an underground utility line, you must first hand-dig to expose the line and verify its location and depth.

Learn more about Xcel Energy's [safe digging efforts](#).

###

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 or follow us on [Twitter](#) and [Facebook](#).

North Metro TV

March 2023 Update

Program Production

In March, a total of **66 new programs** were produced utilizing the North Metro facilities, funds, and services. This constitutes **47:30:00 hours of new programming**.

- 20 programs were produced by the public
- 43 programs were produced by NMTV staff
- 3 programs were produced by City staff



Van Shoots

The HD production truck was utilized for 20:15:00 hours of production in January. The following events were produced live and/or recorded for additional playback:

- Girls Basketball: 7AAAA Semi-Final: Centennial vs. Andover
- Girls Basketball: 7AAAA Semi-Final: Blaine vs. Anoka
- Boys Basketball: 7AAAA Quarter-Final: Anoka vs. Blaine
- Girls Basketball: 7AAAA Final: Centennial vs. Blaine



vMix Live Streaming Shoots

The vMix single camera production system was utilized to record/stream 1 event. The vMix system requires significantly fewer staff members than the production truck. vMix crews are spread out over multiple locations and connected via the internet.

- Girls Basketball: 7AAAA Quarter-Final: Forest Lake vs. Blaine



Most Viewed YouTube School Event

Girls 7AAAA Basketball Championship:
Blaine vs. Centennial
423 Views

VOD Workshop Views

Workshop	Type	# of Views	Hours Viewed
Batman's Greatest Villains	Mini	302	45.25 hrs
Columbo: One More Thing	Mini	45,052	5,481 hrs
King of the Cowboys 4 – John Wayne	Mini	119	13.5 hrs
King of the Cowboys 3 – Randolph Scott	Mini	90	4.5 hrs
King of the Cowboys 2 – Autry/Rogers	Mini	312	17 hrs
King of the Cowboys 1 – Strong and Silent	Mini	40	4 hrs
Great British Game Shows	Mini	72	3.25 hrs
We Love Lucy: The Lucille Ball Story	Full	104	9.5 hrs
The Immortal Ingrid Pitt	Mini	344	14.25 hrs
The Oscars: 90 Years of the Academy Awards	Full	326	62.5 hrs
Tim Curry Horror Picture Show	Mini	46	2.75 hrs
Back to the Eighties: The Decade's Biggest...	Full	17	4.5 hrs
James Bond: 50 Years of 007	Full	12	1.75 hrs
Eurovision: A Celebration	Mini	NA	NA
Yabba-Dabba-Do! The Fantastic World of Hanna...	Full	568	61.5 hrs
Superman: The Man of Steel on the Silver Screen	Full	11	1.5 hrs
The Fantastic Four on the Silver Screen	Mini	6	.5 hrs
Christmas in Hollywood	Full	NA	NA
TV's Greatest Christmas Specials	Full	16	1.5 hrs
Chicago Christmas Classics	Mini	171	8.5 hrs
Let's Go Ghostbusters: Filmmation's Haunted Heroes	Mini	7	.25 hrs
Monster Movies of the 40s and 50s	Full	296	19.75 hrs
Monster Movies of the 20s and 30s	Full	16	2.75 hrs
The Presidency on Film JQA to JFK	Full	NA	NA
Monstervision: The Legend of Joe Bob Briggs	Mini	7	.5 hrs
The Cult of Caroline Munro	Mini	1,457	48.5 hrs
The Marilyn Monroe Story	Full	22	4 hrs
Nick at Nite: A TV Viewer's Dream	Mini	50	1.75 hrs
The Birth of Animation: Mickey, Bugs, and Betty...	Full	19	7 hrs
Hollywood Goes to War: World War II	Full	132	21.5 hrs
Come on Down: Game Shows of the 70s and 80s	Full	82	17.75 hrs
The Quiz Show Scandals and Other Game Shows...	Full	121	46.75 hrs
The Three Stooges: Comedy's Heavy Hitters	Full	NA	NA
The Marx Brothers: Groucho, Harpo, Chico...	Full	96	7.25 hrs
Mary Pickford: The World's First Movie Star	Full	NA	NA
Hollywood Goes to the Dogs: Lassie, Benji...	Full	14	.5 hrs
36 VOD Workshops		49,927 Total Views	5,951.5 Hours Viewed



Most Viewed YouTube Workshop

Columbo: One More Thing
45,052 Views

YouTube Stats

Month	Viewers	Videos Viewed	Hours Watched	New Subscribers	Total Impressions
January	26,847	33,656	2,176.25	64	375,076
February	39,350	51,758	5,263	201	1,169,051
March	58,859	74,726	7,070	237	1,833,467
TOTAL:	125,056	160,140	14,509.25	502	3,377,594

NMTV Website Stats

Month	Number of Users	Number of Views	Live Stream Views
January	5,568	10,793	1,625
February	5,229	10,091	1,040
March	6,404	11,943	868
TOTAL:	17,201	32,827	3,533

Home Movie Transfers

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

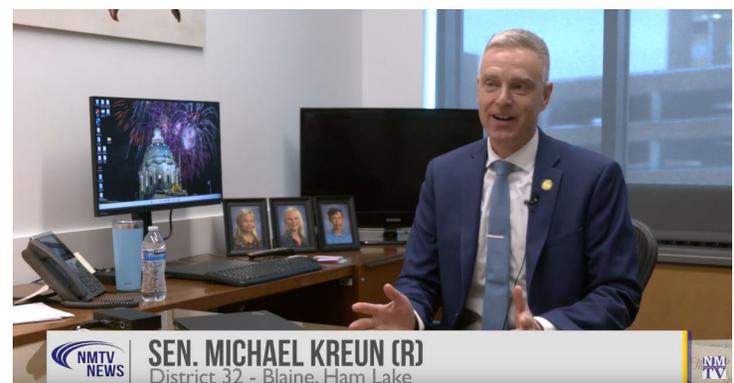
Month	Hours Transferred	Tapes	Film Reels	DVDs	Photos/Slides	Fees Paid
January	225	51	59	0	0	\$764.92
February	180.75	35	43	0	0	\$234.52
March	284.75	82	62	0	0	\$1,046.56
TOTAL:	690.50	168	164	0	0	\$2,046.00

Production Highlights

NMTV News Highlights

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

- Two Candidates for Minnesota Teacher of the Year are from Blaine High School
- Herbert Endeley Getting His Kick with FC Dallas
- Budget Surplus at Capitol Brings out Big Ideas
- NACE Expects Spike in Traffic with SNAP Cutbacks
- Get Ready for More Road Construction on US 10
- MNDOT Exploring Upgrades for MN Highway 47 and 65
- Blaine Hot Spot Profits from March Madness and St. Patrick's Day
- Blaine City Council Member has Acting Background
- Anoka Ramsey President Wants to Build on School's Success
- Blaine High School Nurse Recognized for Stepping Up
- Free Steering Wheel Locks Available in Blaine



- Next to Threads Creates a Co-Retailing Experience
- SBM Fire Department Actively Looking for More Recruits

In addition to daily playbacks of North Metro TV News on the cable systems, there are **1,197 local stories** archived for viewers on the **NMTV YouTube channel**. The channel can be accessed through the northmetrotv.com website.



Most Viewed YouTube News Story

Hot Job! SBM Fire Department Actively Looking for More Recruits
358 Views

Election Coverage

The news team of Danika Peterson and Eric Nelson, along with Special Events Coordinator T.J. Tronson, provided comprehensive coverage of candidates for Blaine's city council ward 2 special election. First, candidate bios, photos, and related information were posted to the Local Decision 2023 dropdown on the NMTV website. Interviews were then recorded in studio with each candidate. Those Meet the Candidate interviews were combined into one program for channel playback, and posted as separate items to Youtube. A link to the recorded videos was also posted in the candidate bios. So far, the interviews have been viewed 991 times on Youtube. In addition, T.J. Tronson worked with the League of Women Voters to cover a Q & A session with the candidates.



Digital Equity Committee

North Metro TV has registered a Digital Connection Committee with the Office of Broadband Development (OBD). The Committee will be collaborating with the OBD in Minnesota's digital equity planning process. The goal is to gather information regarding internet affordability, barriers to access to an internet-enabled device, and having adequate digital skills. NMTV is setting up listening sessions and is considering conducting surveys as well. Staff believes that NMTV is uniquely qualified to address possible solutions to access and training for broadband usage. A listening session has already been scheduled at the Mary Ann Young Center. Studio Manager, Eric Houston, is also scheduling listening sessions geared toward veterans, small business owners, and the general public.

Marketing

North Metro TV staff continues to work to get the word out regarding various commercial services that are available. Studio Manager, Eric Houston, has created ads for city newsletters, and is making every effort to get them included in upcoming printings. The ads promote the Home Movie Transfer and Your History services that NMTV provides. T.J. Tronson and Trevor Scholl have been working on print ads for distribution to businesses, and Danika Peterson completed a video ad highlighting our commercial capabilities.

Legislation

Senate File 3039 was introduced in the Minnesota State Senate and was referred to the Senate Taxes Committee. The bill would assess a 1% tax on the gross revenues of providers of digital products and

would only be spent on the support of local digital media by the operator of the municipality's local access channels. Authors have signed on to the Senate and House versions. It is a step toward finding income to supplement decreasing cable franchise and PEG fees.

City Productions

In March, Municipal Producer, Trevor Scholl, completed five productions. They included two episodes of his public safety employee profiles and a couple of special projects for cities. Completed programs include:

- Public Safety Employee Profile: CLPD Katy Mannin
- Public Safety Employee Profile: SLPPD Richard Kramer
- Animal Humane Society: Puppy Kindergarten
- DOC Level 3 Sex Offender Notification, Blaine (for city use only)
- Centerville State of the City Address



New and ongoing projects include:

- Blaine Police Department community outreach video for PD employees
- Assisting with Arrive Alive
- Public safety employee profiles, fire departments
- Business profiles
- Rookery show
- Blaine Facebook live town halls

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

Public Access Programs

Title	Producer	Runtime
Bad Movie Bros	Eric Houston	00:26:56
Rice Creek Watershed District Meeting (2 episodes)	Theresa Stasica	03:15:22
Christ Lutheran Church Worship (5 episodes)	Chance Amundson	04:27:28
Christ Lutheran Church Worship Message (5 episodes)	Chance Amundson	02:06:23
Lovepower (2 episodes)	Rick Larson	02:00:00
The Power of Love (2 episodes)	Rick Larson	01:00:00
Oak Park Community Church (3 episodes)	David Turnidge	01:47:08
27 New Programs		21:19:59 New Hours

NMTV Staff Programs

Title	Producer	Runtime
Anoka County Board Meeting (3/14/23)	T.J. Tronson	00:44:26
Anoka County Board Meeting (3/28/23)	T.J. Tronson	01:54:26
League of Women Voters Q&A: Blaine Council Ward 2 Special Election	T.J. Tronson	00:51:55
NMTV News (2 episodes)	Danika Peterson/Eric Nelson	00:43:13

Local Decision 2023: Blaine City Council Ward 2 Special Election	Danika Peterson/Eric Nelson	00:50:36
Puppy Kindergarten AHS	Trevor Scholl	00:03:14
Meet the Staff: CLPD Katy Mannin	Trevor Scholl	00:06:04
Meet the Staff: SLP Sgt. Kramer	Trevor Scholl	00:06:00
DOC Blaine Level 3 Sex Offender Notification(for city use only)	Trevor Scholl	00:55:00
Centerville State of the City	Trevor Scholl	00:19:55
Girls Basketball: 7AAAA SF: Centennial/Andover	Kenton Kipp/Ted Leroux	01:14:58
Girls Basketball: 7AAAA SF: Blaine/Anoka	Kenton Kipp/Ted Leroux	01:16:58
Boys Basketball: 7AAAA QF: Anoka/Blaine	Kenton Kipp/Ted Leroux	01:23:48
Girls Basketball: 7AAAA Final: Centennial/Blaine	Kenton Kipp/Ted Leroux	01:37:42
Girls Basketball: 7AAAA QF: Forest Lake/Blaine	Kenton Kipp/Ted Leroux	01:04:33
Centennial Choral Music Department: Spring Choir Concerts	Kenton Kipp/Ted Leroux	01:52:45
Sports Den (4 episodes)	Kenton Kipp/Ted Leroux	01:39:39
21 New Programs		16:45:12 New Hours

City Meetings

Title	Producer	Runtime
Blaine City Council Meeting (3/6/23)	T.J. Tronson	02:33:42
Blaine Planning Commission Meeting (3/14/23)	T.J. Tronson	01:49:17
Blaine City Council Meeting (3/20/23)	Trevor Scholl	01:04:00
Blaine Natural Resources Conservation Board Meeting (3/21/23)	Trevor Scholl	01:38:54
Centerville Park & Rec Meeting (3/1/23)	John Murphy	02:10:38
Centerville City Council Meeting (3/8/23)	Teresa Bender	01:02:33
Centerville Planning & Zoning Meeting (3/14/23)	John Murphy	01:54:45
Centerville EDA Meeting (3/15/23)	John Murphy	01:47:00
Centerville City Council Meeting (3/22/23)	T.J. Tronson	01:06:12
Circle Pines City Council Meeting (3/14/23)	Ray Flint	00:11:02
Circle Pines Utility Commission Meeting (3/15/23)	Ray Flint	00:07:39
Circle Pines Planning Commission Meeting (3/20/23)	Eric Nelson	01:10:46
Circle Pines City Council Meeting (3/28/23)	Ray Flint	00:52:24
Ham Lake City Council Meeting (3/3/23)	Danika Peterson	00:29:46
Ham Lake Planning Commission Meeting (3/13/23)	Trevor Scholl/Eric Nelson	00:24:02
Ham Lake City Council Meeting (3/20/23)	T.J. Tronson	00:06:51
Lexington City Council Meeting (3/2/23)	Lexington Staff	00:15:00
Lexington City Council Meeting (3/16/23)	Lexington Staff	00:07:52
Lino Lakes Environmental Board Meeting (3/1/23)	Anne Serwe	01:33:22
Lino Lakes Park Board Meeting (3/6/23)	Anne Serwe	01:07:13
Lino Lakes Planning & Zoning Meeting (3/8/23)	Danika Peterson/Eric Nelson	01:28:25
Lino Lakes City Council Meeting (3/13/23)	Eric Houston	00:18:51
Lino Lakes City Council Meeting	Anne Serwe	01:09:47

(3/27/23)		
Spring Lake Park City Council Meeting (3/6/23)	Ray Flint	00:37:05
Spring Lake Park City Council Meeting (3/20/23)	Ray Flint	00:30:27
25 New Programs		15:47:33 New Hours

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

Video Production



Municipal Producer, Trevor Scholl, completed five productions in March. Programs include two episodes of the public safety employee profiles and two special projects. Programs were also produced by Danika Peterson, Eric Nelson, and T.J. Tronson for the city channels. Trevor reaches out to city officials and department contacts, every month, regarding potential programming for the channels. City staff and elected officials are encouraged to contact Trevor with any ideas or requests for programming.

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

Title	Producer	Runtime
Meet the Staff: CLPD Katy Mannin	Trevor Scholl	00:06:04
Meet the Staff: SLP Sgt. Kramer	Trevor Scholl	00:06:00
DOC Blaine Level 3 Sex Offender Notification(for city use only)	Trevor Scholl	00:55:00
Centerville State of the City	Trevor Scholl	00:19:55
Puppy Kindergarten AHS	Trevor Scholl	00:03:14
Local Decision 2023: Blaine City Council Ward 2 Special Election	Danika Peterson/Eric Nelson	00:50:36
League of Women Voters Q&A: Blaine Council Ward 2 Special Election	T.J. Tronson	00:51:55
Anoka County Board Meeting (3/14/23)	T.J. Tronson	00:44:26
Anoka County Board Meeting (3/28/23)	T.J. Tronson	01:54:26

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

- Blaine Police Department community outreach video for PD employees
- Assisting with Arrive Alive
- Public safety employee profiles, fire departments
- Business profiles
- Rookery show
- Blaine Facebook live town halls

Equipment Consulting/Technical Support



Blaine

- 3.23.23: Ben Hayle asked about getting a streaming device. Recommended Datavideo Encoder. Ordered.
- 3.27.23: Installed streaming device at Blaine City Hall.

Centerville

- 3.9.2023: No audio from meeting. Went to city hall, fixed. Took a picture of the issue and sent to Teresa with instructions how to troubleshoot.

Circle Pines

- 3.7.23: Staff notified master control about frozen image. Reset the Makito X and it unfroze.

Ham Lake

- 3.7.23: Audio issue. Staff noted that the audio was over-modulating coming over the channel but sounded fine on the recording and stream. Monitoring.

Lexington

- No assistance required.

Lino Lakes

- No assistance required.

Spring Lake Park

- 3.1.23: Contacted Z Systems regarding Spring Lake Park remodel/equipment upgrade
- 3.13.23: Meeting with Spring Lake Park staff and Z Systems

Channel Management



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

Title	Producer	Runtime
Blaine City Council Meeting (3/6/23)	T.J. Tronson	02:33:42
Blaine Planning Commission Meeting (3/14/23)	T.J. Tronson	01:49:17
Blaine City Council Meeting (3/20/23)	Trevor Scholl	01:04:00
Blaine Natural Resources Conservation Board Meeting (3/21/23)	Trevor Scholl	01:38:54
Centerville Park & Rec Meeting (3/1/23)	John Murphy	02:10:38
Centerville City Council Meeting (3/8/23)	Teresa Bender	01:02:33

Centerville Planning & Zoning Meeting (3/14/23)	John Murphy	01:54:45
Centerville EDA Meeting (3/15/23)	John Murphy	01:47:00
Centerville City Council Meeting (3/22/23)	T.J. Tronson	01:06:12
Circle Pines City Council Meeting (3/14/23)	Ray Flint	00:11:02
Circle Pines Utility Commission Meeting (3/15/23)	Ray Flint	00:07:39
Circle Pines Planning Commission Meeting (3/20/23)	Eric Nelson	01:10:46
Circle Pines City Council Meeting (3/28/23)	Ray Flint	00:52:24
Ham Lake City Council Meeting (3/3/23)	Danika Peterson	00:29:46
Ham Lake Planning Commission Meeting (3/13/23)	Trevor Scholl/Eric Nelson	00:24:02
Ham Lake City Council Meeting (3/20/23)	T.J. Tronson	00:06:51
Lexington City Council Meeting (3/2/23)	Lexington Staff	00:15:00
Lexington City Council Meeting (3/16/23)	Lexington Staff	00:07:52
Lino Lakes Environmental Board Meeting (3/1/23)	Anne Serwe	01:33:22
Lino Lakes Park Board Meeting (3/6/23)	Anne Serwe	01:07:13
Lino Lakes Planning & Zoning Meeting (3/8/23)	Danika Peterson/Eric Nelson	01:28:25
Lino Lakes City Council Meeting (3/13/23)	Eric Houston	00:18:51
Lino Lakes City Council Meeting (3/27/23)	Anne Serwe	01:09:47
Spring Lake Park City Council Meeting (3/6/23)	Ray Flint	00:37:05
Spring Lake Park City Council Meeting (3/20/23)	Ray Flint	00:30:27
25 New Programs		15:47:33 New Hours

Meetings are scheduled for replay based on schedules requested by each City. Additional longer-length video programming, produced by NMTV staff, is also scheduled on the channels. With the arrival of the Carousel units, shorter-length videos and promos are loaded onto those devices, rather than being scheduled as separate playbacks. The short videos cycle through, with graphics pages, and play on the channels whenever a scheduled program is not playing. Depending on whether a City selected the split screen or full screen Carousel option, the shorter videos are cycling 24 hours a day. The table below outlines how many times a longer-length video program was entered into the Tigtrope system, and played back on each City channel.

City	Number of Times Programs Played	Hours Programmed on Channel
Blaine	197	298:00:29
Centerville	66	86:23:28
Circle Pines	166	102:46:32
Ham Lake	66	27:01:27

Lexington	102	29:17:49
Lino Lakes	82	65:32:15
Spring Lake Park	114	70:58:30
Totals:	793 Program Playbacks	672:00:30 Hours of Video Programming on Channels

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

Blaine

- Transcoded and uploaded 1 video to Carousel.

Centerville

- Transcoded and uploaded 3 videos to Carousel.

Circle Pines

- Transcoded and uploaded 2 videos to Carousel.

Ham Lake

- Transcoded and uploaded 1 video to Carousel.

Lexington

- Transcoded and uploaded 2 videos to Carousel.
- Edited 3 Carousel slides.

Lino Lakes

- Transcoded and uploaded 1 video to Carousel.

Spring Lake Park

- Transcoded and uploaded 2 videos to Carousel.
- Created 2 new Carousel slides.
- Created a video slide to run before meeting explaining technical difficulties

Meetings on Demand



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

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

Administrative

Issues dealt with in March include forming a digital connection committee, supporting legislation, searching for an accounting firm, and documenting ED activities and responsibilities.



- **Digital Connection Committee**
 - Registered as a Digital Connection Committee with the Office of Broadband Development.
 - Applied for an “Assessing Digital Inclusion Mini-Grant.”
 - Communicated with other members/prospective members of the Committee.
 - Discussed ideas for groups to involve in listening sessions.
 - Participated in orientation meeting.
- **Supporting Legislation**
 - Read Senate File 3039, a bill that would assess a 1% tax on gross revenues of providers of digital products.
 - Involved staff in outreach to local legislators.
 - Obtained verbal support for the bill.
 - Bill would help alleviate declining cable fees.
- **Accounting Firm Search**
 - Contacted four accounting firms for proposals.
 - Met with two firms to discuss needs, timing and expectations.
 - Two firms did not respond to inquiries.
 - Received two proposals.
- **Documenting ED Activities and Responsibilities**
 - Added information to monthly, quarterly, and annual responsibilities folders.
 - Gave staff lead roles in Digital Connection Committee and rounding up support for legislation.
 - Recommended NATOA webinar to staff.
 - Reviewed new information with interested staff.
 - Started going through files.

Miscellaneous

- Answer questions asked by Dan Tesch regarding progress on pay study recommendations.
- Ask Operations Committee if any additional information was needed for pay study consideration.
- Coordinate rescheduling of June Commission meeting to avoid LMC conference.
- Secure Spring Lake Park council chambers for rescheduled Commission meeting.
- Fill out questionnaire for annual audit.
- Received and documented monthly Comcast subscriber reports.
- Read March Legal Report.
- Read industry articles.

Daniel Buchholtz

From: Saint Paul Area Association of Realtors® (SPAAR) <bwegscheid@spaar.com>
Sent: Wednesday, April 12, 2023 2:01 PM
To: Daniel Buchholtz
Subject: Local Housing Market Update from SPAAR, March 2023

This message was sent from outside of the organization. Please do not click links or open attachments unless you recognize the source of this email and know the content is safe.



HOUSING UPDATE

FROM THE SPAAR GOVERNMENT AFFAIRS TEAM

Good Afternoon,

The Saint Paul Area Association of Realtors® (SPAAR) is a professional organization of over 8,100 Realtors® in 12 Minnesota counties and 200+ cities and townships. SPAAR is proud to have the most up-to-date housing statistics and we appreciate the opportunity to disseminate that information to your community.

Nationally, existing home sales jumped 14.5% month-over-month as of last measure, the first monthly gain in 12 months, and representing the largest monthly increase since July 2020, according to the National Association of Realtors® (NAR). The sudden uptick in sales activity stems from contracts signed toward the beginning of the year, when mortgage rates dipped to the low 6% range, causing a surge in homebuyer activity. Pending sales have continued to improve heading into spring, increasing for the third consecutive month, according to NAR. New Listings in the Twin Cities region decreased 23.9 percent to 4,980. Pending Sales were down 27.9 percent to 3,767. Inventory levels rose 2.1 percent to 5,769 units.

Quick Facts

- 20.5%

+ 0.0%

+ 2.1%

One-Year Change in
Closed Sales

One-Year Change in
**Median Sales
Price**

One-Year Change in
Homes for Sale

Prices were fairly stable. The Median Sales Price held steady at \$355,000. Days on Market was up 62.9 percent to 57 days. Buyers felt empowered as Months Supply of Homes for Sale was up 27.3 percent to 1.4 months.

Monthly sales might have been even higher if not for limited inventory nationwide. At the current sales pace, there were just 2.6 months' supply of existing homes at the beginning of March, far below the 4 – 6 months' supply of a balanced market. Inventory remains suppressed in part because of mortgage interest rates, which nearly hit 7% before falling again in recent weeks. Higher rates have continued to put downward pressure on sales prices, and for the first time in more than a decade, national home prices were lower year-over-year, according to NAR, breaking a 131-month streak of annual price increases.

Your Local Market Update can be found here:

<https://spaar.stats.showingtime.com/docs/lmu/x/SpringLakePark?src=map>

Best regards,

Becky Wegscheid

Government Affairs Director

Saint Paul Area Association of Realtors®

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Phone: 651-772-6350



BETTER AGENTS ♦ BETTER COMMUNITIES
SAINT PAUL AREA ASSOCIATION OF REALTORS®

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[Unsubscribe dbuchholtz@slpmn.org](mailto:unsubscribe_dbuchholtz@slpmn.org)

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Local Market Update – March 2023

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



- 62.5%

Change in
New Listings

- 28.6%

Change in
Closed Sales

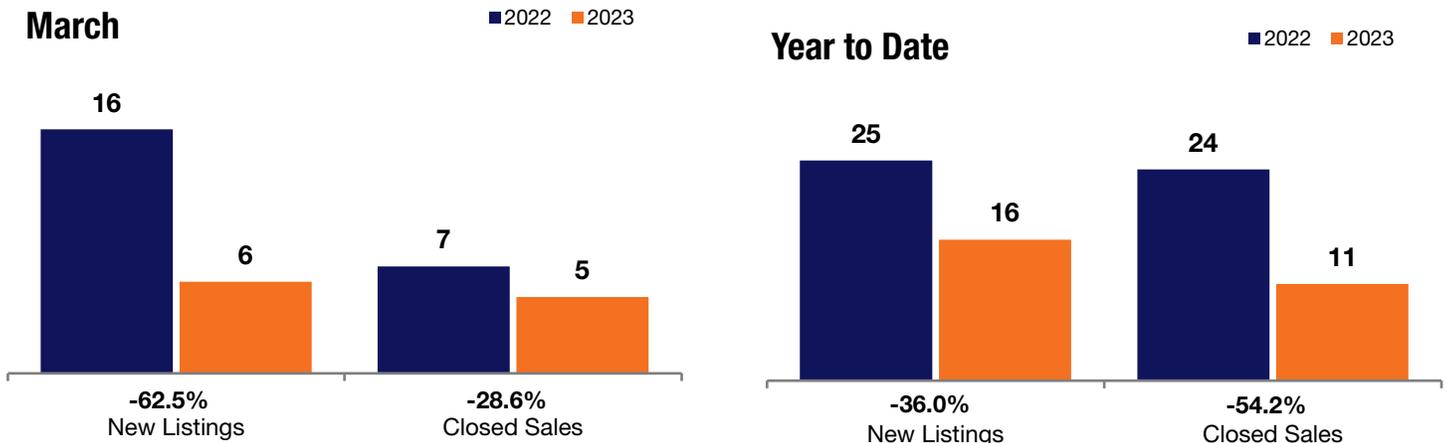
+ 8.9%

Change in
Median Sales Price

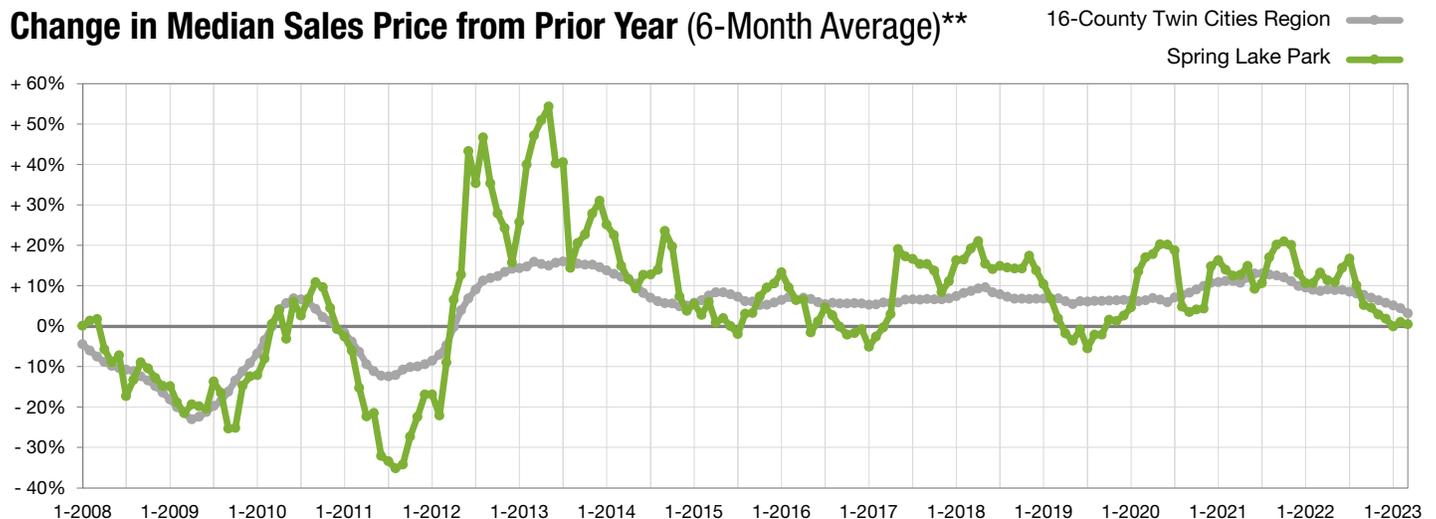
Spring Lake Park

	March			Year to Date		
	2022	2023	+ / -	2022	2023	+ / -
New Listings	16	6	-62.5%	25	16	-36.0%
Closed Sales	7	5	-28.6%	24	11	-54.2%
Median Sales Price*	\$293,000	\$319,000	+ 8.9%	\$294,000	\$285,000	-3.1%
Average Sales Price*	\$313,100	\$322,780	+ 3.1%	\$304,629	\$298,536	-2.0%
Price Per Square Foot*	\$164	\$153	-6.9%	\$180	\$173	-3.8%
Percent of Original List Price Received*	102.1%	96.4%	-5.6%	101.6%	97.9%	-3.6%
Days on Market Until Sale	26	57	+ 119.2%	40	42	+ 5.0%
Inventory of Homes for Sale	6	1	-83.3%	--	--	--
Months Supply of Inventory	0.6	0.1	-83.3%	--	--	--

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



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



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