CITY COUNCIL REGULAR AGENDA
MONDAY, NOVEMBER 16, 2026
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. **PUBLIC HEARING**
   - A. Ordinance 514, An Ordinance Repealing and Replacing Chapter 9.12 of the City Code Relating to Animals, Domesticated Birds, and Honeybees
   - B. Resolution 2026-57, Authorizing Summary Publication of Ordinance 514, An Ordinance Repealing and Replacing Chapter 9.12 of the Spring Lake Park City Code Relating to Animals, Domesticated Birds, and Honeybees
7. **CONSENT AGENDA**
   - A. Approval of Minutes - City Council Meeting - November 2, 2026
   - B. Approval of Minutes - Special City Council Meeting - November 9, 2026
   - C. Approval of October Claims List - General Disbursement #26-19 - $338,440.20
   - D. Revenue and Expenditure Report - October 2026
   - E. Statement of Fund Balance - October 2026
   - F. Approval of Metropolitan Council 2050 Comprehensive Plan Grant Agreement
   - G. Contractor's Licenses
   - H. Sign Permits
   - I. Approval of Right-of-Way Application - Xcel Energy - 659 Osborne Road
   - J. Approval of Right-of-Way Application - Xcel Energy - 8478 Central Avenue
   - K. Approval of Right-of-Way Application - Xcel Energy - 7700 Monroe Street NE
8. **DEPARTMENT REPORTS**
   - A. Police Report
   - B. Parks and Recreation Report
9. **ORDINANCES AND/OR RESOLUTIONS**
   - A. Resolution 2026-53, Approving a Rear Yard Setback Variance for a Residential Deck at 7811 Jackson Street NE
   - B. Ordinance No. 513, Repealing Chapter 15.04 and Establishing Chapter 16.38 of the Spring Lake Park City Code Relating to Antennas and Telecommunications Towers and Repealing Interim Ordinance No. 508

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 Deputy City Clerk at 1301 81st Avenue NE, Spring Lake Park, MN 55432. Ph.763-784-6491 at least 48 hours in advance.

One or more City Councilmembers may participate in this meeting remotely using interactive technology, in compliance with the Minnesota Open Meeting Law.

C. Resolution 2026-54, Approving Summary Publication of Ordinance 513, An Ordinance Repealing Chapter 15.04 and Establishing Chapter 16.38 of the Spring Lake Park City Code Relating to Antennas and Telecommunications Towers and Repealing Interim Ordinance 508.
D. Resolution 2026-55, Receiving Feasibility Report and Calling Hearing on Improvement - 2027 Street Improvement Project
E. Resolution 2026-56, Certifying Unpaid Utility Accounts to the County Auditor for Collection with Property Taxes

10. NEW BUSINESS

A. Authorization to Begin Hiring Process - Public Works Maintenance Worker

11. REPORTS

A. Attorney Report
B. Engineer Report
C. Administrator Report

12. OTHER

13. ADJOURN

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.

Memorandum

Spring Lake Park
History. Community. Home.

To: **Mayor Nelson and Members of the City Council**
From: **Daniel R. Buchholtz, ICMA-CM, Administrator, Clerk/Treasurer**
Date: **November 11, 2026**
Subject: **Public Hearing – Ordinance No. 514, Repealing and Replacing Chapter 9.12 of the City Code Relating to Animals, Domesticated Birds, and Honeybees**

At its October 5, 2026, work session, the City Council discussed the possibility of allowing backyard chickens within Spring Lake Park at the request of Councilmember Moran. The discussion included regulations adopted by neighboring communities, limits on the number of chickens, prohibition of roosters, coop setbacks, licensing requirements, sanitation standards, and educational requirements for applicants. The Council also discussed the possibility of allowing domesticated quail and backyard beekeeping.

A majority of the City Council expressed support for further exploring an ordinance allowing backyard chickens and beekeeping. Staff indicated that provisions addressing these activities would be incorporated into its ongoing comprehensive review of the City's animal regulations.

At its October 19, 2026, work session, staff presented a draft ordinance that would permit a limited number of backyard chickens, quail, and honeybee colonies, subject to licensing and regulations intended to protect public health, safety, and neighborhood quality of life. The draft incorporated regulatory approaches used by other metropolitan communities.

Councilmembers expressed differing opinions regarding the proposal. Some supported allowing these activities with appropriate safeguards, while others raised concerns regarding disease transmission, public health, enforcement costs, and potential impacts on neighboring properties.

The Council also discussed the importance of providing residents an opportunity to comment on the proposed ordinance. Following discussion, the consensus of the Council was to schedule a public hearing before the City Council to receive public input prior to consideration of the ordinance's adoption.

Proposed Ordinance No. 514 would repeal and replace Chapter 9.12 of the Spring Lake Park City Code. In addition to establishing regulations for backyard chickens, quail, and honeybees, the ordinance would update existing regulations governing dogs and cats, potentially dangerous and dangerous dogs, multiple pet households, animal control, licensing, and enforcement.

Proposed Ordinance

The following is a summary of the major provisions of Ordinance 514.

1. Backyard Chickens and Quail

   The proposed ordinance would allow residents to keep a limited number of backyard chickens and domesticated Coturnix quail, subject to the following requirements:

   - A maximum of four birds per property, in any combination of chickens or quail.
   - Roosters would be prohibited.
   - Birds would be permitted only at detached single-family dwellings occupied by the license holder. Tenants would be eligible with written permission from the property owner.
   - An annual City license and completion of an approved backyard poultry education course would be required before an initial license is issued.
   - Coops and enclosed runs must be located entirely within rear yards, at least 10 feet from property lines and 25 feet from dwellings on neighboring properties.
   - Coops must provide at least three square feet of floor space per bird, and outdoor runs must have secure overhead protection.
   - Birds must be secured in their coops between sunset and sunrise.
   - Feed must be stored in rodent-resistant containers, and coops and runs must be maintained in a clean and sanitary condition.
   - Birds may be outside their coop and run only under direct supervision within a securely fenced rear yard.
   - Slaughtering or processing birds on residential properties would be prohibited.
   - Commercial poultry operations would not be permitted under these provisions.

   These regulations are intended to accommodate small-scale backyard poultry keeping while minimizing potential impacts on neighboring properties.

2. Backyard Honeybees

   The proposed ordinance would also allow residential beekeeping, subject to the following requirements:

   - A maximum of two honeybee colonies per property, with a temporary exception of up to six months for captured swarms.
   - Beekeeping would be limited to detached single-family dwellings occupied by the license holder. Tenants would be eligible with written permission from the property owner.
   - An annual City license and completion of an approved beekeeping education course would be required before an initial license is issued.
   - Hives must be located entirely within rear yards, at least 10 feet from property lines and 25 feet from public sidewalks, trails, or other public pedestrian walkways.
   - Hive entrances must face toward the interior of the property to the greatest extent reasonably practical.

- A six-foot-high flyway barrier would be required when a hive is located less than 16 feet from a property line.
- Beekeepers must maintain a convenient and continuous source of clean water on the property whenever colonies are active outside the hive.
- Colonies must be maintained in accordance with generally accepted beekeeping practices, including disease and mite management, swarm prevention, and measures to reduce unusually aggressive behavior.
- The City would have authority to require corrective action, including treatment, relocation, reduction, or removal of a colony, if it creates a substantial nuisance or public safety concern.

These requirements are intended to encourage responsible residential beekeeping while reducing potential conflicts with neighboring properties and public areas.

3. Neighbor Notification and Licensing

   The ordinance establishes an administrative licensing process for residents seeking to keep chickens, quail, or honeybees.

   Before issuing an initial license, the City would mail notice to the owners of record and occupants of properties immediately abutting the applicant's property. Neighbors would have at least 10 calendar days to submit comments regarding the proposed activity.

   Neighbor consent would not be required. However, comments relating to compliance with the ordinance or other applicable City Code provisions, including setbacks, sanitation, enclosure requirements, and other regulations, would be considered during the application review.

   Applications would be reviewed administratively, rather than requiring individual City Council approval or a public hearing. An initial inspection would be required to verify compliance with the ordinance before a license is issued.

   Licenses would be issued annually and expire on December 31. Renewal applications would generally require updated certifications of compliance rather than repeating the complete initial application process. Additional inspections or notification could be required when material changes occur.

4. Multiple Pet Households

   The proposed ordinance would also significantly change how the City regulates households with multiple pets.

Under the City's existing animal regulations, residents keeping three or more dogs over six months of age are required to obtain a conditional use permit for a private kennel. This process involves Planning Commission review, a public hearing, and City Council approval.

Ordinance No. 514 would eliminate the conditional use permit requirement and replace it with an administrative multiple pet licensing system. Under the proposed regulations, a license would be required for residential properties maintaining four or more dogs, cats, or any combination thereof, over six months of age. Applications would be reviewed administratively by City staff, without requiring Planning Commission or City Council approval.

Licensed properties would be required to maintain sanitary conditions, provide appropriate care and shelter, prevent animals from running at large, and avoid creating nuisances involving noise, odors, or animal waste. An initial inspection would be required, and the City would retain authority to conduct additional inspections and take enforcement action when warranted.

The proposed changes would streamline the approval process, eliminate the need for a conditional use permit for residential multiple pet households, and establish consistent licensing standards for both dogs and cats. The ordinance would not establish an absolute numerical limit on household pets but would require compliance with applicable licensing, animal care, and nuisance regulations.

5. General Animal Regulations and Enforcement

   In addition to allowing backyard poultry and honeybees, Ordinance No. 514 comprehensively updates the City's existing animal regulations.

   The ordinance retains the City's dog and cat licensing requirements, with annual dog licenses and perpetual cat licenses. It also updates provisions governing rabies vaccinations, animal bites, quarantine requirements, and potentially dangerous and dangerous dogs to reference applicable Minnesota law.

   General animal regulations address animals running at large, excessive noise, animal waste, humane treatment, animal control, and impoundment.

   The ordinance also establishes procedures for inspections, corrective orders, license suspension or revocation, and administrative appeals. These provisions are intended to provide consistent enforcement procedures while generally allowing property owners an opportunity to correct violations before more serious enforcement measures are pursued, except where immediate action is authorized by law because of an imminent threat to health or safety.

Proposed License Fees

The ordinance establishes the following license fees:

License Type	Initial License	Annual Renewal
Multiple Pet License	$100	$50
Domesticated Bird License	$100	$50
Beekeeping License	$100	$50

The initial license fee includes the first year of licensing. Under the proposed ordinance, license fees may reflect the City's reasonable costs associated with application processing, resident notification, inspections, administration, and code enforcement.

The ordinance also amends the City's administrative citation schedule to establish penalties for failing to obtain required licenses and other animal ordinance violations.

Public Health and Neighborhood Considerations

Allowing backyard poultry and honeybees presents both opportunities and potential concerns for the community.

Residents interested in these activities may value the ability to produce eggs, maintain honeybee colonies, or pursue these activities as a hobby. However, the City must also consider potential impacts on neighboring properties, particularly given the relatively small residential lots found throughout Spring Lake Park.

Potential concerns include noise, odors, attraction of rodents and other pests, disease transmission, improper waste disposal, and the proximity of animal enclosures or beehives to neighboring homes and outdoor living areas. The additional licensing, inspection, and enforcement responsibilities associated with these activities are also considerations for the City.

The proposed ordinance attempts to balance these interests by limiting the number of birds and honeybee colonies, establishing minimum setbacks and sanitation standards, requiring education and licensing, and providing enforcement authority when violations occur.

Importantly, the ordinance would not create an unrestricted right to keep chickens, quail, or honeybees. Residents would be required to obtain a license and comply with applicable regulations, and the City would retain authority to address nuisance conditions.

Neighboring City Comparison

A review of nearby communities confirms that Spring Lake Park's current prohibition on backyard poultry is more restrictive than the rules in several surrounding cities. Blaine, Coon Rapids, Fridley, New Brighton, and Columbia Heights all permit backyard chickens under varying conditions. Several also allow residential beekeeping.

City	Backyard Poultry	Honeybees
Blaine	Up to 6 hens; one-time registration required. No roosters.	Residential beekeeping not confirmed under current code
Coon Rapids	Up to 6 domesticated birds, including chickens, ducks, pigeons, doves and quail; permit required	2 colonies on lots of ½ acre or less; larger lots may have more. Permit required.
Fridley	Up to 6 chickens or ducks; City license required. No roosters	Up to 2 colonies; license required
Mounds View	Up to 12 chickens and/or ducks; initial Council approval following public hearing; annual renewal	Up to 4 hives; Council approval following public hearing.
New Brighton	Up to 6 fowl per property; City notification required but no license.	Permitted with City notification; no license requirement
Columbia Heights	Chickens allowed; governed by general animal nuisance regulations. No specific chicken limit confirmed	Current residential beekeeping status not confirmed.
Spring Lake Park (proposed)	Up to 4 chickens or quail combined; annual license. No roosters	Up to 2 colonies; annual license.

Public Hearing and City Council Consideration

At its October 19 work session, the City Council reached a consensus that residents should have an opportunity to provide input on the proposed ordinance before formal action is considered.

The November 16 public hearing provides that opportunity. Following public testimony, the Council may wish to consider whether the proposed limits on birds and honeybee colonies are appropriate, whether the setback and sanitation requirements adequately protect neighboring properties, and whether the licensing and enforcement provisions provide a reasonable balance between residents interested in these activities and those concerned about their potential impacts.

The Council may adopt the ordinance as presented, direct staff to make modifications based on public testimony and Council discussion, or defer action for additional consideration.

Recommendation

Staff recommends that the City Council conduct the public hearing and receive comments regarding proposed Ordinance No. 514.

Following the public hearing, the City Council may consider adoption of Ordinance No. 514 and the accompanying resolution authorizing summary publication, direct staff to make modifications to the proposed ordinance, or defer action for additional consideration.

CITY OF SPRING LAKE PARK

ORDINANCE 514

AN ORDINANCE REPEALING AND REPLACING CHAPTER 9.12 OF THE SPRING LAKE PARK CITY CODE RELATING TO ANIMALS, DOMESTICATED BIRDS, AND HONEYBEES; ESTABLISHING LICENSING, REGULATION, ENFORCEMENT, AND PENALTY PROVISIONS; AMENDING PUBLIC NUISANCE REGULATIONS; AND AMENDING THE CITY FEE SCHEDULE

NOW THEREFORE, be it ordained by the Council of the Spring Lake Park, in the State of Minnesota, as follows:

SECTION 1: **REPEAL** "9.12 ANIMALS" of the Spring Lake Park Municipal Code is hereby *repealed* as follows:

~~9.12 ANIMALS~~ *(Repealed)*

~~9.12.010 General Provisions~~ *(Repealed)*

~~9.12.020 Potentially Dangerous And Dangerous Dog Or Cat~~ *(Repealed)*

SECTION 2: **ADOPTION** "9.12 ANIMALS, DOMESTICATED BIRDS AND HONEYBEES" of the Spring Lake Park Municipal Code is hereby *added* as follows:

A D O P T I O N

9.12 ANIMALS, DOMESTICATED BIRDS AND HONEYBEES*(Added)*

SECTION 3: **ADOPTION** "9.12.010 Definitions" of the Spring Lake Park Municipal Code is hereby *added* as follows:

A D O P T I O N

9.12.010 Definitions*(Added)*

For purposes of this Chapter, the following definitions shall apply unless the context clearly

indicates otherwise:

ANIMAL. Any mammal, bird, reptile, amphibian, fish, or other vertebrate, excluding humans.

ANIMAL CONTROL AUTHORITY. The City, its Police Department, an employee or official designated by the City, or an agency or person under contract with the City to perform animal control functions.

ANIMAL CONTROL OFFICER. Any peace officer, City employee, contractor, or other person designated by the City to enforce this Chapter or applicable state animal-control laws.

APIARY. The location where one or more colonies of honeybees are kept.

BEEKEEPER. A person who owns, keeps, maintains, or has charge of one or more colonies of honeybees.

COLONY. An aggregate of honeybees consisting principally of worker bees and ordinarily containing a queen, drones, brood, comb, and honey.

COMMERCIAL KENNEL. A premises used primarily or regularly for the boarding, breeding, training, sale, or keeping of dogs for compensation or other commercial purposes. Veterinary clinics, animal hospitals, pet shops, and pet grooming facilities shall not be considered commercial kennels solely by reason of those uses.

DOMESTICATED BIRD. A chicken or quail, as defined by this Section, kept for noncommercial purposes pursuant to SLPC 9.12.070.

HIVE. A manufactured receptacle designed and used for housing a colony of honeybees.

HONEYBEE. Any life stage or caste of the common domestic honeybee, *Apis mellifera*.

MULTIPLE PET LOCATION. A residential premises at which four or more dogs, cats, or any combination thereof over six months of age are kept for the personal use of the owner or occupant and not for breeding, boarding, sale, training for compensation, or other commercial purposes.

OWNER. Any person owning, keeping, harboring, maintaining, having custody of, or having control over an animal.

QUAIL. Domesticated Coturnix or Japanese quail (Coturnix japonica). The term does not include bobwhite quail or another protected game bird.

RUNNING AT LARGE. An animal that is off the premises of its owner and is not restrained by a leash, confined within a vehicle or enclosure, or otherwise under the immediate control of a responsible person. An animal located on private property without the permission of the property owner or occupant shall also be considered running at large.

SWARM. A group of honeybees, usually accompanied by a queen, that has left a colony to establish a new colony.

SECTION 4: **ADOPTION** "9.12.020 General Animal Regulations" of the Spring Lake Park Municipal Code is hereby *added* as follows:

A D O P T I O N

9.12.020 General Animal Regulations*(Added)*

A. *Running at large.* No owner shall permit an animal to run at large within the City. An animal off the premises of its owner shall be under the immediate custody and control of a responsible person by leash or other effective means of restraint.

B. *Control on owner's property.* An animal kept outdoors on the owner's property shall be contained by a fence, enclosure, tether, or other effective means of restraint, or shall be under the immediate supervision and control of the owner or another responsible person.

C. *Animal noise.* No owner shall keep or harbor an animal that repeatedly or habitually barks, howls, yelps, cries, crows, calls, or otherwise makes noise that unreasonably interferes with the use or enjoyment of neighboring property. In determining whether a violation exists, consideration may be given to the duration, frequency, time of day, volume, nature of the surrounding area, and whether the animal was reasonably provoked.

D. *Animal waste.*

1. An owner shall promptly remove and properly dispose of animal excrement deposited on public property or private property not owned or occupied by the owner.
2. Animal waste shall not be allowed to accumulate on private property in a manner that creates offensive odors, attracts flies or rodents, contaminates stormwater, or otherwise creates a nuisance.

E. *Humane treatment.* Animals shall be kept and cared for in compliance with M.S. Chapter 343, as may be amended from time to time. No person shall cruelly or unnecessarily abuse, neglect, injure, or deprive an animal of necessary food, potable water, shelter, or veterinary care.

F. *Interference with enforcement.* No person shall intentionally obstruct or interfere with an Animal Control Officer or peace officer lawfully performing duties under this Chapter or state law.

G. *Nuisances.* Compliance with a license or other provision of this Chapter does not

authorize the maintenance of a public nuisance or preclude enforcement under SLPC 9.20.020.

SECTION 5: **ADOPTION** "9.12.030 Dogs And Cats; Licensing, Rabies And Animal Bites" of the Spring Lake Park Municipal Code is hereby *added* as follows:

A D O P T I O N

9.12.030 Dogs And Cats; Licensing, Rabies And Animal Bites*(Added)*

A. *License required.* All dogs and cats kept, harbored, or maintained within the City shall be licensed by the City unless otherwise exempt by law.
B. *Application.* Applications shall be made on forms prescribed by the City Administrator or designee and shall contain information reasonably necessary to identify the animal and owner and administer this Chapter.
C. *License term and fee.* Dog licenses shall be issued annually. Cat licenses shall be perpetual and need be purchased only one time. License fees shall be as established pursuant to SLPC 3.16.030.
D. *Rabies vaccination.* No dog or cat shall be licensed unless the owner provides evidence of a current rabies vaccination administered by a licensed veterinarian, except where a veterinarian certifies that vaccination should be deferred because of the animal's health.
E. Bites and rabies exposure.
    1. Any person knowing that an animal has bitten a human shall promptly notify the Police Department or Animal Control Authority.
    2. The owner of an animal that has bitten a person or is suspected of exposure to rabies shall comply with all applicable quarantine, observation, testing, or confinement requirements established by M.R. 1721.0570 and M.R. 1721.0580, as they may be amended from time to time, or other applicable public-health requirements.
    3. Upon lawful demand of an Animal Control Officer or peace officer, an owner shall produce or surrender an animal for quarantine, observation, examination, or testing when required by law.
    4. Costs associated with quarantine, veterinary examination, testing, impoundment, or other required care shall be the responsibility of the animal's owner to the extent permitted by law.

SECTION 6: **ADOPTION** "9.12.040 Potentially Dangerous And Dangerous Dogs" of the Spring Lake Park Municipal Code is hereby *added* as follows:

A D O P T I O N

9.12.040 Potentially Dangerous And Dangerous Dogs*(Added)*

A. *State Law adopted.* The regulatory and procedural provisions of M.S. §§ 347.50 through 347.565, as may be amended from time to time, relating to potentially dangerous and dangerous dogs are adopted by reference and shall be administered and enforced by the City.

B. *Authority to declare.* A peace officer, Animal Control Officer, or other City official designated by the City Administrator may declare a dog potentially dangerous or dangerous when the official determines that the dog meets the applicable criteria established by Minnesota law.

C. *Registration.* A dog declared potentially dangerous shall be registered annually with the City for so long as the designation remains in effect. A dog declared dangerous shall be registered with the City in accordance with M.S. §§ 347.50 through 347.565, as may be amended from time to time. The owner shall provide such information and documentation as reasonably required by the City to administer the registration. Applicable registration fees shall be as established pursuant to SLPC 3.16.030.

D. *Inspection.* Prior to issuance of a registration required by this Section, the City shall inspect the enclosure and exterior areas where the dog will be kept to determine compliance with applicable requirements. The owner shall make such areas reasonably available for inspection upon reasonable notice. Nothing in this Section authorizes entry onto private property without consent, an administrative search warrant, or other authority provided by law.

E. *Hearing.* An owner of a dog declared dangerous shall be provided the notice and hearing rights required by M.S. § 347.541. An owner of a dog declared potentially dangerous may appeal the declaration by submitting a written request to the City within fourteen (14) days after notice of the declaration. The hearing on a potentially dangerous dog declaration shall be conducted by an impartial hearing officer designated by the City.

F. *Fees and costs.* Registration, hearing, impoundment, boarding, veterinary, administrative, and other City fees authorized by law shall be as established pursuant to SLPC 3.16.030, provided that the annual dangerous dog registration fee shall not exceed the maximum permitted by M.S. § 347.51. The owner shall be responsible for costs of care, keeping, and disposition of a dog to the extent provided by law.

G. *Other requirements.* Nothing in this Section limits or supersedes any requirement, restriction, remedy, seizure authority, penalty, or other provision contained in M.S. §§ 347.50 through 347.565, as may be amended from time to time.

SECTION 7: **ADOPTION** "9.12.050 Animal Control And Impoundment" of the Spring Lake Park Municipal Code is hereby *added* as follows:

A D O P T I O N

9.12.050 Animal Control And Impoundment*(Added)*

A. *Animal control authority.* The City may provide animal control services directly or by contract.
B. Authority to impound. An Animal Control Officer or peace officer may impound an animal when authorized by this Chapter or state law, including:
    1. an animal found running at large;
    2. an animal requiring lawful quarantine or observation;
    3. an animal whose seizure is authorized under state dangerous-dog or animal-welfare law; or
    4. an animal whose seizure is otherwise reasonably necessary and authorized by law to protect public health or safety.
C. *Notice.* When the owner of an impounded animal is known or reasonably ascertainable, notice shall be provided as required by applicable law.
D. *Reclaiming an animal.* An owner may reclaim an impounded animal within the applicable holding period upon:
    1. providing satisfactory proof of ownership;
    2. obtaining any required City license;
    3. providing evidence of any required vaccination;
    4. satisfying any lawful conditions applicable to the animal; and
    5. paying applicable impoundment, boarding, veterinary, licensing, and administrative fees or charges.
E. *Unclaimed animals.* Animals not reclaimed within the applicable holding period may be transferred, adopted, or otherwise disposed of in accordance with M.S. § 346.47, applicable Minnesota Rules, and other applicable law, as they may be amended from time to time.
F. *Costs.* The owner shall be responsible for lawful costs incurred by the City or Animal Control Authority relating to capture, impoundment, boarding, veterinary care, quarantine, or disposition of the animal.

SECTION 8: **ADOPTION** "9.12.060 Multiple Pet Locations and Commercial Kennels" of the Spring Lake Park Municipal Code is hereby *added* as follows:

A D O P T I O N

9.12.060 Multiple Pet Locations and Commercial Kennels*(Added)*

A. *Multiple pet license required.* No person shall maintain a multiple pet location within

the City without first obtaining an annual multiple pet license.

B. *Application.* An application for a multiple pet license shall be made on forms prescribed by the City and shall include:
    1. the name and address of the applicant;
    2. identification of each dog and cat kept on the premises;
    3. evidence that each dog and cat is properly licensed and vaccinated as required by this Chapter;
    4. information regarding the means by which the animals will be confined and cared for;
    5. written permission of the property owner if the applicant is not the property owner; and
    6. the applicable fee established pursuant to SLPC 3.16.030.

C. *Standards.* A multiple pet location shall:
    1. be maintained in a clean and sanitary condition;
    2. provide adequate shelter, food, water, exercise, and care for all animals;
    3. provide effective means of preventing animals from running at large;
    4. be maintained so that animal waste, odors, noise, or other conditions do not constitute a nuisance; and
    5. comply with all other applicable provisions of this Chapter.

D. *Inspection.* Inspections of an applicant or licensed multiple pet location shall be conducted in accordance with SLPC 9.12.120, Paragraph E.

E. *License term.* A multiple pet license shall be issued annually. The applicable initial and renewal fees shall be established pursuant to SLPC 3.16.030.

F. Denial, suspension, nonrenewal, or revocation.
    1. A multiple pet license may be denied, suspended, refused renewal, or revoked for:
        a. false or materially incomplete information in an application;
        b. failure to comply with this Chapter;
        c. repeated substantiated animal-control or nuisance violations;
        d. failure to maintain required dog or cat licenses or vaccinations; or
        e. conditions creating a substantial threat to public health or safety.
    2. Except where immediate action is authorized by law because of an imminent threat to health or safety, the license holder shall be provided notice of the violation and a reasonable opportunity to correct the condition before suspension, nonrenewal, or revocation.

G. *Appeal.* A person aggrieved by the denial, suspension, nonrenewal, or revocation of a multiple pet license may appeal the decision in the manner provided in SLPC 9.12.120, Paragraph J.

H. Commercial kennels.
    1. A multiple pet license does not authorize a commercial kennel.
    2. Commercial kennels shall comply with all applicable requirements of SLPC Chapter 16 and any other applicable provisions of this Code or state law.
    3. Any City license or fee applicable to a commercial kennel shall be as established pursuant to SLPC 3.16.030.
    4. Issuance of any City approval or license does not relieve the operator from

obtaining any license or approval required by the Minnesota Board of Animal Health or other state agency.

SECTION 9: **ADOPTION** "9.12.070 Keeping Of Chickens And Quail" of the Spring Lake Park Municipal Code is hereby *added* as follows:

A D O P T I O N

9.12.070 Keeping Of Chickens And Quail*(Added)*

A. *License required.* No person shall keep chickens or quail within the City without first obtaining an annual domesticated bird license.
B. *Eligible* property.
    1. Chickens and quail may be kept only as an accessory use to a detached single-family dwelling.
    2. The license holder shall reside on the premises.
    3. If the license holder is not the property owner, written permission from the property owner shall be required.
    4. Issuance of a City license does not supersede private covenants, homeowners' association requirements, lease provisions, or other private restrictions.
C. *Maximum number.* No more than four chickens or quail, in any combination, may be kept on a property.
D. *Roosters prohibited.* Roosters are prohibited.
E. *Education required.* Before issuance of an initial license, the applicant shall provide evidence of completion of a backyard poultry education course or equivalent training approved by the Administrator, Clerk/Treasurer or designee. The training shall address appropriate housing, sanitation, disease prevention, predator protection, feeding, and responsible care of poultry.
F. *Initial application.* An initial application shall include:
    1. the name and contact information of the applicant and property owner;
    2. written property-owner permission, if applicable;
    3. proof of required education;
    4. a site plan identifying the dwelling, property lines, proposed coop and run, and required setbacks; and
    5. the applicable initial license fee established pursuant to SLPC 3.16.030.
G. Resident notification.
    1. Upon receipt of a complete initial application, the City shall provide mailed notice to the owners of record and occupants of properties immediately abutting the applicant's property.
    2. The notice shall describe the proposed licensed use and provide at least ten calendar days for submission of comments to the City.
    3. Neighbor approval or consent shall not be required.
    4. Comments shall be considered only to the extent they relate to compliance

with this Chapter or other applicable provisions of this Code.

5. Resident notification shall not be required for annual renewal unless the location of the coop or run is materially changed.

H. Coop and run standards.

1. Chickens and quail shall be provided with a secure, weather-resistant coop and an enclosed outdoor run appropriate for the number and type of birds.
2. The coop and run shall be located entirely within the rear yard.
3. The coop and run shall be located at least ten (10) feet from any property line.
4. The coop and run shall be located at least twenty five (25) feet from a dwelling located on another property.
5. The coop shall provide at least three (3) square feet of floor area for each bird.
6. The coop and run shall be constructed and maintained to prevent the birds from escaping and to reasonably protect the birds from predators.
7. The run shall have secure overhead protection.
8. Chickens and quail shall be secured within the coop from sunset to sunrise.
9. Coops and runs shall comply with all other applicable accessory-structure requirements of this Code.

I. *Containment.* Chickens and quail shall not run at large. Birds may be outside the coop and run only when under direct supervision within a securely fenced rear yard.

J. Sanitation and feed.

1. The coop, run, and surrounding area shall be maintained in a clean and sanitary condition.
2. Manure, bedding, uneaten feed, feathers, and other waste shall not be allowed to accumulate so as to create offensive odors, attract rodents or insects, or otherwise constitute a nuisance.
3. Feed shall be stored in rodent-resistant containers.
4. Manure and bedding shall be properly disposed of or composted in compliance with applicable City regulations.

K. *Disposal of dead birds.* Dead birds shall be promptly and lawfully disposed of and shall not be maintained outdoors in a manner that creates a nuisance.

L. *Slaughtering.* Slaughtering or processing chickens or quail on the premises is prohibited.

M. *Commercial use.* This Section authorizes residential hobby keeping of chickens and quail only and does not authorize a commercial poultry operation.

SECTION 10: **ADOPTION** "9.12.080 Keeping Of Honeybees" of the Spring Lake Park Municipal Code is hereby *added* as follows:

A D O P T I O N

9.12.080 Keeping Of Honeybees*(Added)*

A. *License required.* No person shall establish or maintain an apiary or keep a colony of

honeybees within the City without first obtaining an annual beekeeping license.

B. *Eligible property.*
   1. Honeybees may be kept only as an accessory use to a detached single-family dwelling.
   2. The license holder shall reside on the premises.
   3. If the license holder is not the property owner, written permission from the property owner shall be required.
   4. Issuance of a City license does not supersede private covenants, homeowners' association requirements, lease provisions, or other private restrictions.

C. *Maximum number.* No more than two (2) colonies, including nucleus colonies, may be maintained on a property, except as provided in Paragraph N relating to captured swarms.

D. *Education required.* Before issuance of an initial license, an applicant shall provide evidence of completion of a beekeeping education course or equivalent training approved by the Administrator, Clerk/Treasurer or designee. The training shall address colony management, honeybee diseases and mites, swarm prevention and control, and responsible urban beekeeping practices.

E. *Initial application.* An initial application shall include:
   1. the name and contact information of the applicant and property owner;
   2. written property-owner permission, if applicable;
   3. proof of required education;
   4. a site plan showing property lines, the dwelling, proposed hive locations, hive entrances, required setbacks, any required flyway barrier, and the proposed water source; and
   5. the applicable initial license fee established pursuant to SLPC 3.16.030.

F. *Resident notification.*
   1. Upon receipt of a complete initial application, the City shall provide mailed notice to the owners of record and occupants of properties immediately abutting the applicant's property.
   2. The notice shall describe the proposed licensed use and provide at least ten (10) calendar days for submission of comments to the City.
   3. Neighbor approval or consent shall not be required.
   4. Comments shall be considered only to the extent they relate to compliance with this Chapter or other applicable provisions of this Code.
   5. Resident notification shall not be required for annual renewal unless the apiary is materially relocated.

G. *Location.*
   1. Hives shall be located entirely within the rear yard.
   2. A hive shall be located at least ten (10) feet from any property line.
   3. A hive shall be located at least twenty five (25) feet from a public sidewalk, trail or other public pedestrian walkway.
   4. Hive entrances shall face toward the interior of the beekeeper's property to the greatest extend reasonably practical.

H. *Flyway barrier.*
   1. When a hive is located less than sixteen (16) feet from a property line, the beekeeper shall establish and maintain a flyway barrier at least six feet in

height.

2. A flyway barrier may consist of a wall, fence, dense vegetation, or combination thereof sufficiently dense to cause honeybees to fly over rather than through the barrier.
3. The flyway barrier shall extend at least ten (10) feet in each direction from the hive, measured generally parallel to the affected property line, or shall otherwise enclose the hive area with a barrier at least six feet in height.

I. *Water.* A convenient and continuous source of clean water shall be maintained on the licensed premises whenever colonies are active outside the hive.

J. *Hive construction.* Honeybee colonies shall be maintained in hives containing removable frames. Hives shall be maintained in sound and usable condition.

K. *Equipment and materials.*

1. Wax comb, syrup, honey, or other materials likely to encourage robbing by honeybees shall not be left exposed on the premises.
2. Such materials shall be stored within sealed containers, a building, or other insect-resistant enclosure.
3. Unused beekeeping equipment shall be maintained and secured against weather, deterioration, and unintended occupation by swarms.

L. *Colony management.* Colonies shall be maintained in accordance with generally accepted beekeeping practices. The beekeeper shall take reasonable measures to:

1. maintain healthy colonies;
2. manage disease and mites;
3. reduce unnecessary swarming; and
4. prevent unusually defensive or aggressive behavior from substantially interfering with neighboring properties or public areas.

M. *Problem colonies.* When credible evidence demonstrates that a colony is unusually defensive, aggressive, diseased, or otherwise creates a substantial nuisance or public-safety concern, the City may require reasonable corrective action, including requeening, treatment, relocation, reduction, or removal of the colony.

N. *Temporary swarm exception.* A licensed beekeeper who captures or removes a honeybee swarm may temporarily exceed the two-colony maximum for a period not exceeding six months from the date the swarm was acquired, provided the beekeeper otherwise complies with this Section to the greatest extent practicable.

O. *Nuisances.* Compliance with this Section does not authorize maintenance of a nuisance. A licensed apiary remains subject to SLPC 9.20.020.

P. *Commercial use.* This Section authorizes residential hobby beekeeping. Any retail or other commercial activity conducted from the premises shall comply with applicable zoning and home-occupation requirements.

SECTION 11: **ADOPTION** "9.12.120 License Administration, Enforcement And Appeals" of the Spring Lake Park Municipal Code is hereby *added* as follows:

A D O P T I O N

9.12.120 License Administration, Enforcement And Appeals*(Added)*

A. *Administrative approval.* Multiple pet, domesticated bird, and beekeeping licenses shall be administered and issued by the City Administrator or designee. City Council approval or a public hearing shall not be required.

B. *License period.* Multiple pet, domesticated bird, and beekeeping licenses shall be issued annually and shall expire on December 31 of each year.

C. *Fees.*

1. Initial and annual renewal license fees shall be as established pursuant to SLPC 3.16.030.
2. Fees may reflect the City's reasonable costs associated with administration, licensing, resident notification, inspection, and code enforcement.

D. *Renewal.*

1. A complete application for annual renewal shall be submitted to the City on or before December 1.
2. An applicant for annual renewal shall:
    a. pay the applicable renewal fee established pursuant to SLPC 3.16.030;
    b. certify that the information previously provided to the City remains accurate or identify any material changes;
    c. certify continued compliance with this Chapter; and
    d. correct any outstanding substantiated violations before renewal.
3. A new site plan, education requirement, or resident notification shall not be required for renewal unless required by the City because of a material change in the licensed activity or premises.
4. If a complete renewal application is submitted on or before December 1, the existing license shall remain in effect until the City approves or denies the renewal, unless the license is otherwise suspended or revoked pursuant to this Chapter.

E. *Inspection.* As a condition of issuance of an initial multiple pet, domesticated bird, or beekeeping license, the licensed premises and areas associated with the proposed licensed activity shall be subject to inspection by the City to determine compliance with this Chapter. The applicant shall make such areas reasonably available for inspection upon reasonable notice. The City may also conduct an inspection in connection with a license renewal when there has been a material change to the licensed activity or when the City has a reasonable basis to believe that the licensed activity does not comply with this Chapter. The City may also conduct an inspection during the license period when there has been a material change to the licensed activity, when the City has a reasonable basis to believe that the licensed activity does not comply with this Chapter, or to verify correction of a previously identified

violation. No initial license shall be issued until any required inspection has been completed and the City determines that the proposed licensed activity complies with this Chapter. Nothing in this Section authorizes entry onto private property without consent, an administrative search warrant, or other authority provided by law.

F. Material changes.

1. A license holder shall notify the City within ten calendar days of any material change to information submitted with the license application.
2. For purposes of this Paragraph, a material change includes a change in the license holder's contact information, property ownership or property-owner permission, the number or type of animals or colonies maintained under the license, or another change that may affect compliance with this Chapter.
3. A proposed relocation of a coop, run, hive, or other structure or enclosure identified on an approved site plan shall be submitted to the City for review before the relocation occurs. The City may require an updated site plan, inspection, or resident notification when reasonably necessary because of the proposed change.

G. *Denial, suspension, nonrenewal or* revocation. The Administrator, Clerk/Treasurer or designee may deny, suspend, refuse to renew or revoke license for:

1. false or materially incomplete information in an application;
2. failure to satisfy the requirements of this Chapter;
3. failure to correct a substantiated nuisance or code violation within a reasonable period established by the City;
4. repeated violations of this Chapter; or
5. conditions creating a substantial threat to public health or safety.

H. Corrective order.

1. The Animal Control Officer, Code Enforcement Official, or peace officer may issue a written corrective order upon determining that a violation of this Chapter exists.
2. The corrective order shall identify the violation, the corrective action required, a reasonable period for compliance, and the potential consequences of failure to comply.
3. Except where immediate action is authorized by law because of an imminent threat to health or safety, a license holder shall be provided a reasonable opportunity to correct the violation before the City suspends, refuses to renew, or revokes the license. Failure to comply with a lawful corrective order within the time specified constitutes a separate violation of this Chapter and may constitute grounds for administrative citation, license suspension, nonrenewal, revocation, or other enforcement authorized by law.

I. *Notice.* A notice, decision, or corrective order required by this Chapter may be personally delivered, sent by first-class mail to the last address provided to the City by the applicant or license holder, or transmitted electronically to an electronic address provided by the applicant or license holder for City communications. The City may use more than one method of notice.

J. *Appeal.* An applicant or license holder may appeal an administrative denial, suspension, nonrenewal, revocation, or corrective order by filing a written appeal with

the City Administrator within ten calendar days after notice of the decision. The appeal shall be heard by the City Council or a hearing officer designated by the City Council. The applicant or license holder shall be provided notice and an opportunity to be heard. The decision following the appeal shall constitute the City's final administrative decision.

K. *Nontransferability.* A multiple pet, domesticated bird, or beekeeping license is issued to the applicant for the specific premises identified in the application and shall not be transferred to another person or property.

SECTION 12: **ADOPTION** "9.12.130 Violations And Penalties" of the Spring Lake Park Municipal Code is hereby *added* as follows:

A D O P T I O N

9.12.130 Violations And Penalties*(Added)*

A. *Violation.* It is unlawful to violate any provision of this Chapter or fail to comply with a lawful order issued pursuant to this Chapter.

B. *Remedies.* The City may enforce this Chapter through criminal prosecution, administrative citation where otherwise authorized by City Code, license suspension, nonrenewal or revocation, nuisance abatement, injunctive relief, or any other remedy available by law. Remedies are cumulative.

C. *Penalty.* Unless another penalty is specifically established by state law or City Code, a violation of this Chapter shall be subject to the penalties provided in SLPC 1.04.200.

SECTION 13: **AMENDMENT** "9.20.020 Public Nuisances, Paragraph B" of the Spring Lake Park Municipal Code is hereby *amended* as follows:

A M E N D M E N T

9.20.020 Public Nuisances

B. *Public Nuisances Affecting Health, Safety, Comfort, Or Repose*. The following are hereby declared to be public nuisances affecting health, safety, comfort, or repose:

1. The exposed accumulation of decayed or unwholesome food or vegetable matter;
2. All diseased animals running at large;
3. All ponds or pools of stagnant water;
4. Carcasses of animals not buried or destroyed within twenty-four (24) hours after death;
5. Accumulation of manure, refuse or other debris;
6. Privy vaults and garbage cans which are not rodent-free or fly-tight, or which

are so maintained as to constitute a health hazard or to emit foul and disagreeable odors;

7. The pollution of any public well or cistern, stream or lake, canal or body of water by sewage, industrial waste, hazardous substances or other substances;
8. Dumping the contents of any cesspool, privy vault, garbage or rubbish can (as definition of garbage is limited; see SLPC 5.08 for definition of "garbage") except at places authorized by law;
9. All noxious weeds, tall grasses defined as anything over eight inches in height, and other rank growths upon public or private property, with the exception of managed natural landscapes pursuant to M.S. § 412.925, as may be amended from time to time, wetlands, and natural wooded areas;
10. Dense smoke, noxious fumes, gas, soot, or cinders in unreasonable quantities;
11. Any offensive trade or business as defined by statute or ordinance not operating under local license. For purpose of this provision, **OFFENSIVE TRADE OR BUSINESS** means a trade, employment or business that is hurtful to inhabitants within the city, dangerous to the public health, injurious to neighboring property or from which offensive odors arise.
12. The distribution of samples of medicines or drugs unless those samples are placed in the hands of an adult person by someone properly licensed;
13. All other acts, omissions of acts, occupations, and uses of property which are deemed by the Board of Health to be a menace to the health of the inhabitants of the city or a considerable number thereof;
14. The keeping, maintaining, or harboring of livestock, farm animals, poultry, fowl or honeybees, ~~chickens, cows, horses, and other domestic animals or fowl~~ except chickens and quail lawfully kept in compliance with SLPC 9.12.070, honeybees lawfully kept in compliance with SLPC 9.12.080, or animals otherwise lawfully permitted by the City.;
15. The keeping, maintaining, or harboring of live wild animals, whether native to this state or not, which in their wild state pose a threat to humans or domestic animals; and
16. The keeping, maintaining, or harboring ~~of any combination~~ of animals ~~or fowl~~, domesticated birds, or honeybees ~~kept~~ in numbers or under conditions that unreasonably annoy, injure, or endanger the health, safety, comfort, repose, or welfare of the public.

SECTION 14: **AMENDMENT TO FEE SCHEDULE.** Section 14.D. of the City Fee Schedule is amended as follows:

Item	Fee
Spayed or neutered dogs	$10.00/yr
Unsprayed or Unneutered dogs	$25.00/yr
Spayed or neutered cat	$10.00/one-time
Unspayed or unneutered ca	$25.00/one-time

Item	Fee
Duplicate tags	$2.00 per tag
Dangerous Dog Registration	$500.00/yr
Potentially Dangerous Dog Registration	$250.00/yr
Multiple Pet License	$100.00 – Initial (includes first year) $50.00/year -- Renewal
Kennel – Commercial	$100.00/yr
Domesticated Bird License	$100.00 – Initial (includes first year) $50.00/year -- Renewal
Beekeeping License	$100.00 – Initial (includes first year) $50.00/year -- renewal
Criminal Background Investigation Fee – Commercial Kennel License (first time applicant)	$50.00
Impound Fee	1st offense - $75.00 plus Animal Hospital fees as outlined in Animal Control agreement 2nd offense - $125.00 plus Animal Hospital fees as outlined in Animal Control agreement 3rd offense - $175.00 plus Animal Hospital fees as outlined in Animal Control agreement 4th and subsequent offense - $325.00 plus Animal Hospital Fees as outlined in Animal Control agreement

SECTION 15: **AMENDMENT TO FEE SCHEDULE.** Section 13, Administrative Offenses, of the City Fee Schedule is amended as follows:

A. Police Administrative Citations

Item	Fee 0-14 Days	Fee 15-31 Days	Reference
Animal Violations			
Dog Running at Large	$75.00	$90.00	§9.12.020(A)
Barking Dog	$75.00	$90.00	§9.12.020(C)

B. Code Enforcement

Item	Fee	Reference
Animals		
Dog/Cat Must be Vaccinated	$75.00	§9.12.030(D)
Dog/Cat Must be Licensed	$75.00	§9.12.030(A)
Multiple Pet License Required	$100.00	§9.12.060(A)
Domesticated Bird License Required	$100.00	§9.12.070(A)
Beekeeping License Required	$100.00	§9.12.080(A)
Other Animal Ordinance Violation	$75.00	§9.12

SECTION 16: **EFFECTIVE DATE.** This Ordinance shall take effect upon publication as provided by law.

PASSED AND ADOPTED BY THE SPRING LAKE PARK COUNCIL _____.

	AYE	NAY	ABSENT	ABSTAIN
Councilmember Wendling	_____	_____	_____	_____
Councilmember Goodboe-Bisschoff	_____	_____	_____	_____
Councilmember Dircks	_____	_____	_____	_____
Councilmember Moran	_____	_____	_____	_____
Mayor Nelson	_____	_____	_____	_____

Presiding Officer

_____
Robert Nelson, Mayor, Spring Lake Park

Attest

_____
Daniel R. Buchholtz, Administrator, Clerk/Treasurer, Spring Lake Park

CITY OF SPRING LAKE PARK

RESOLUTION NO. 2026-57

A RESOLUTION APPROVING SUMMARY PUBLICATION OF ORDINANCE NO. 514, AN ORDINANCE REPEALING AND REPLACING CHAPTER 9.12 OF THE SPRING LAKE PARK CITY CODE RELATING TO ANIMALS, DOMESTICATED BIRDS, AND HONEYBEES

WHEREAS, the City Council of the City of Spring Lake Park has adopted Ordinance No. 514, entitled "An Ordinance Repealing and Replacing Chapter 9.12 of the Spring Lake Park City Code Relating to Animals, Domestic Birds, and Honeybees" and

WHEREAS, Minnesota Statutes, section 412.191, subdivision 4, authorizes the City Council, by a four-fifths vote of its members, to direct publication of only the title and a summary of a lengthy ordinance when the summary clearly informs the public of the ordinance's intent and effect; and

WHEREAS, the City Council has reviewed the summary of Ordinance No. 514 set forth below and determines that it clearly informs the public of the intent and effect of the ordinance.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Spring Lake Park, Minnesota that the following summary of Ordinance No. 514 is approved for publication:

> On November 16, 2026, the Spring Lake Park City Council adopted Ordinance No. 514, repealing and replacing Chapter 9.12 of the Spring Lake Park City Code, establishing updated regulations governing animals, domesticated birds and honeybees.
>
> The ordinance updates general animal control requirements, including animal restraint, noise, waste management, licensing of dogs and cats, dangerous dog regulations, impoundment procedures, and licensing requirements for multiple pet locations and commercial kennels.
>
> The ordinance permits residents of detached single-family dwellings to keep up to four chickens or quail, in any combination, and up to two honeybee colonies, subject to annual licensing requirements. Roosters are prohibited. The regulations establish education requirements, neighbor notification procedures, setbacks, enclosure and hive standards, sanitation requirements, and other measures intended to protect public health, safety, and neighborhood compatibility.
>
> The ordinance also establishes administrative procedures for licensing, inspections, enforcement, corrective orders, and appeals; updates the City's public nuisance regulations; and amends the City Fee Schedule to establish applicable licensing and enforcement fees.

The full text of the ordinance is available for public inspection at Spring Lake Park City Hall during regular business hours and on the City's website.

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:

Whereon the Mayor declared said Resolution duly passed and adopted the 16th day of November, 2026.

APPROVED BY:

_____
Robert Nelson, Mayor

ATTEST:

_____
Daniel R. Buchholtz, City Administrator

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council Regular was held on November 2, 2026 at Spring Lake Park Community Center, 1301 81st Avenue N.E., 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 Robert Nelson

MEMBERS ABSENT

STAFF PRESENT
Building Official Jeff Baker, Parks and Recreation Director Anne Scanlon, Attorney John Thames, City Administrator Daniel Buchholtz

VISITORS

Kristi Cobbs	8085 Jefferson Street NE	Spring Lake Park
Perry Korzenowski	8420 Laddie Road NE	Spring Lake Park
Eric Julien	700 Holland Lane NE	Spring Lake Park
Jaycee Kilborn	351 79th Avenue NE	Spring Lake Park
Rachal Anderson	8030 Jackson Street NE	Spring Lake Park
CJ Meyer	459 81st Avenue NE	Spring Lake Park

3. PLEDGE OF ALLEGIANCE

4. ADDITIONS OR CORRECTIONS TO AGENDA

5. DISCUSSION FROM THE FLOOR

Kristi Cobbs, 8035 Jefferson Street NE, expressed disappointment that Mayor Nelson and Council Member Goodboe-Bischoff did not respond to her emails or publicly address her questions about a proposed property acquisition. She emphasized that resident engagement requires two-way communication and urged elected officials to be responsive and accountable to all residents, regardless of differing opinions.

6. PUBLIC HEARING

A. Resolution 2026-50, A Resolution Certifying Delinquent Accounts

Administrator Buchholtz presented the city's assessment roll for unpaid administrative citations, totaling $31,800. He explained that $28,050 relates to unpaid administrative offense citations and $3,750 to administrative service charges, and noted that the item was before the council for review and approval following the public hearing.

Mayor Nelson opened the public hearing at 7:04 PM, and hearing no comments from the audience the public hearing was closed.

Motion made by Councilmember Wendling to approve Resolution 2026-50, A Resolution Certifying Delinquent Accounts.

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

7. CONSENT AGENDA

A. Approval of Minutes – October 19, 2026 City Council Work Session
B. Approval of Minutes – October 26, 2026 Special City Council Meeting
C. Approval of 2027 Select Committee on Recycling and Environment (SCORE) Agreement with Anoka County for Curbside Residential Recycling Program
D. Contractor's Licenses

Motion made by Councilmember Goodboe-Bisschoff to approve Consent Agenda.

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

8. DEPARTMENT REPORTS

A. Public Works Report

Public Works Director Linngren reported that all water main breaks have been repaired, street striping is nearly complete, and crews are focusing on leaf cleanup and storm drain maintenance ahead of winter. He noted that the milling and overlay project and all related punch list items have been completed, asphalt repairs were made in affected neighborhoods, all 27 park trees have been planted, and parks have been winterized for the season.

B. Code Enforcement Report

Building Official Baker reported that rental license compliance remains the department's primary focus, with about half of the remaining 49 properties already scheduled for inspections. He provided updates on the planned demolition of Terrace Park, ongoing coordination with the high school on scoreboard compliance, and several construction projects, including progress at the cannabis cultivation facility on Osborne Road and the Nashmi restaurant on University Avenue. He noted no significant updates on the former Biffs property at 777 Highway 65.

9. ORDINANCES AND/OR RESOLUTIONS

A. Resolution 2026-51, Approving a Variance from the Side Yard Setback Requirement for a Driveway Extension at 8035 Jackson Street NE

Administrator Buchholtz presented a variance request from Rachal Anderson for her property at 8035 Jackson Street. He stated the request would allow an extension of an existing driveway to accommodate vehicle and trailer parking, reducing the side yard setback to approximately two feet from the property line. He noted that the Planning Commission held a public hearing and unanimously recommended approval of the variance with conditions.

Rachal Anderson, 8035 Jackson Street, explained that while she would ultimately like to remove all of the existing rock parking area, the cost of fully redesigning and improving the property is not financially feasible at this time. She stated that the proposed driveway expansion would allow her to park her vehicle and trailer on the property while complying with city regulations, and that she is seeking to make only the improvements she can currently afford.

Motion made by Mayor Nelson to approve Resolution 2026-51, Approving a Variance from the Side Yard Setback Requirement for a Driveway Extension at 8035 Jackson Street NE.

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

10. NEW BUSINESS

A. Approve Police Sergeant Promotions

Administrator Buchholtz reported that the Police Department has completed its Sergeant promotion process. He stated that following essays, interviews, and leadership evaluations, Officer Dustin Lemke and Officer Jeremiah Drinkwine were selected as the top candidates from four qualified applicants. He recommended council approve both promotions, with

Officer Lemke being promoted following Sergeant Fisk's retirement and Officer Drinkwine' s promotion will be being January 1, 2027, coinciding with the start of the new Administrative Sergeant Position.

Motion made by Mayor Nelson to Approve Police Sergeant Promotions.

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

11. REPORTS

A. Attorney's Report - None

B. Engineer's Report

Report accepted as presented.

C. Administrator Report

Administrator Buchholtz reported that City Hall experienced a very busy early voting period, with more than 1,100 residents casting ballots over 18 days. He recognized the efforts of Wanda Brown and Haley Morrison, who managed early voting and election preparations while working extended hours, weekends, and additional shifts. He noted that he would remain at City Hall until 8:00 p.m. on Election Day to accept absentee ballots delivered by authorized agents, while Wanda and Haley would oversee Election Day operations at Emmanuel Christian Center. He also praised the partnership with Emmanuel Christian Center, noting that having all precincts in one location has improved coordination and support for election judges. Buchholtz thanked staff for their dedication, highlighted the strong voter turnout, and wished all candidates on the ballot the best of luck.

12. OTHER

A. Closed Session – Discussion of Non-Public Medical Records Pursuant to Minn. Stat. 13D.05, subd. 2(a)(4)

Motion made by Mayor Nelson to recess the meeting for a closed session.

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

Meeting recessed at 7:24 PM

Meeting Reconvened at 7:40 PM

Attorney Thames explained that the City Council had just concluded a closed session held pursuant to Minn. Stat. 13D.05, subd. 2(a)(4) to discuss non-public employee medical records. He noted that the meeting was required to be closed, stated that staff had received direction from the council, and indicated that the council was prepared to make a motion.

Motion made by Councilmember Dircks that the City separate from the employment of John Goodman as Public Works Maintenance worker effective immediately, and direct staff to provide the appropriate notices as soon as possible.

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

Mayor Nelson recognized the upcoming Veterans Day on November 11 and encouraged residents to thank and honor the men and women who have served in the military. He urged the community to support local veterans' organizations, including the VFW and American Legion, and emphasized the importance of remembering and appreciating veterans for their service and sacrifices before calling for a motion to adjourn.

13. ADJOURN

Motion made by Councilmember Wendling to adjourn.

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

The meeting was adjourned at 7:43 PM

_____
Robert Nelson, Mayor

Attest:

_____
Daniel R. Buchholtz, Administrator, Clerk/Treasurer

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the special meeting of the Spring Lake Park City Council was held on November 9, 2026 at 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.

2. ROLL CALL

MEMBERS PRESENT
Councilmember Ken Wendling
Councilmember Barbara Goodboe-Bisschoff
Councilmember Lisa Dircks
Councilmember April Moran
Mayor Robert Nelson

STAFF PRESENT
Administrator Daniel Buchholtz, Building Official Jeff Baker, Parks and Recreation Director Anne Scanlon, City Attorney Thames

VISITORS -

Barbara Rothe	8051 Buchanan Street NE	Spring Lake Park
Halyn Roth	7914 Able Street NE	Spring Lake Park
Madeleine St. James	7891 Taylor Street NE	Spring Lake Park
Dede Hering	640 Sanburnol Drive NE	Spring Lake Park
Holly Heaner	656 Manor Drive NE	Spring Lake Park
Jaycee Kilborn	351 79th Avenue NE	Spring Lake Park
Laurie & Bill Clement	500 84th Avenue NE	Spring Lake Park
Kris Strand	656 Manor Drive Ne	Spring Lake Park
Kathy Rootham	401 83rd Avenue NE	Spring Lake Park
Lynn Christensen	7945 Van Buren Street NE	Spring Lake Park
C Meyer	459 81st Avenue NE	Spring Lake Park
Pedro Sanango	7811 Jackson Street NE	spring Lake Park
Jen Walker	538 80th Avenue NE	Spring Lake Park
Andrew Turner	910 79th Avenue NE	Spring Lake Park
C. Johnson	910 79th Avenue NE	Spring Lake Park
Michelle Julien	700 Holland Lane NE	Spring Lake Park
Todd Von Ruden	8424 Monroe Street NE	Spring Lake Park
Erna Thomley	7902 Able Street NE	Spring Lake Park
Perry Korzenowski	8420 Laddie Road NE	Spring Lake Park

4. CANVASS OF NOVEMBER 3, 2026 GENERAL ELECTION RESULTS

Administrator Buchholtz presented the official Abstract of Votes Cast, prepared by the Anoka County Elections Office, for the November 3, 2026, General Election. He explained that Minnesota Statutes § 205.185, subdivision 3, requires the City Council, acting as the Municipal Canvassing Board, to review and canvass election returns between the third and fourteenth days following the election.

The election included the office of Mayor, for a four-year term, and two at-large City Council seats, each for a four-year term.

A. Review of Official Election Returns

Administrator Buchholtz reviewed the official election results as follows:

Mayor

Candidate	**Votes**
Robert Nelson	1,401
Halyn Roth	1,401
Write-In Votes	13

City Council (Elect Two)

Candidate	**Votes**
April Moran	1,470
Eric Julien	1,039
Kenneth Wendling	1,022
Perry Korzenowski	831
Write-In Votes	35

Administrator Buchholtz noted that the official election returns reflected a tie between Robert Nelson and Halyn Roth for the office of Mayor. He requested that the Canvassing Board acknowledge the tie before proceeding with the drawing required by state law.

The Canvassing Board unanimously acknowledged that the official election returns reflected a tie for the office of Mayor.

B. Determination of Mayoral Election Tie by Lot

Administrator Buchholtz explained that, pursuant to Minnesota Statutes § 205.185, subdivision 3, a tie between candidates for municipal office must be resolved by lot.

He described the drawing procedure, which consisted of placing each candidate's name on an identical slip of paper, folding the slips in the same manner, and placing them into identical small containers. The containers were then placed into a bag and mixed to ensure a random selection.

Administrator Buchholtz prepared the slips and containers in public view. Acting Mayor Barbara Goodboe-Bisschoff randomly selected one container from the bag.

Administrator Buchholtz opened the selected container and announced that Robert Nelson's name had been drawn, determining him to be the successful candidate for Mayor, subject to any recount or election contest permitted by Minnesota law.

C. Resolution 2026-52, Canvassing the Returns and Declaring the Results of the November 3, 2026 General Election and Determining the Result of a Tie Vote for the Office of Mayor

Administrator Buchholtz presented Resolution No. 2026-52, Canvassing the Returns and Declaring the Results of the November 3, 2026, General Election and Determining the Result of a Tie Vote for the Office of Mayor.

He explained that the resolution would be completed to reflect Robert Nelson as the successful candidate selected through the drawing by lot. The resolution also declared April Moran and Eric Julien elected to the two at-large City Council seats.

MOTION by Councilmember Goodboe-Bisschoff to approve Resolution 2026-52, Canvassing the Returns and Declaring the Results of the November 3, 2026 General Election and Determining the Result of a Tie Vote for the Office of Mayor.

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

5. ADJOURN

Motion made by Mayor Nelson to adjourn.

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

The meeting was adjourned at 5:38 PM.

_____

Robert Nelson, Mayor

Attest:

_____

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

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

Date: October 2026
Page: 1
Claim Res. #26-19

VOUCHER	VENDOR	DESCRIPTION		AMOUNT
79808	ASPEN MILLS	NEW OFFICER SETUP - DOKKA	$	1,648.75
79809	CENTERPOINT ENERGY	MONTHLY UTILITIES	$	173.68
79810	CINTAS	SHOP TOWELS	$	37.84
79811	CITY OF SPRING LAKE PARK	10/24 RECYCLING EVENT CHANGE	$	100.00
79812	COLLINS ELECTRICAL	POWER FOR LAKESIDE PARK CAMERAS	$	866.22
79813	JOSH ANTOINE	ST MARY'S UNIV. CONFERENCE REIMB	$	600.45
79814	JSB SURVEILLANCE	CAMERA INSTALL & ADJUSTMENTS	$	2,747.50
79815	MANSFIELD SERVICE PARTNERS SOUTH, LLC	UNLEADED FUEL	$	1,238.23
79816	MARIE RIDGEWAY LISS, LLC	SLP POWER PROGRAM	$	500.00
79817	MINNESOTA SHERIFF'S ASSOC	DANGER TO SELF OR OTHERS - CLASS J. ANTOINE	$	50.00
79818	NORTHERN TOOL COMMERCIAL ACCOUNT	RATCHET & SOCKET	$	189.05
79819	NYSTROM PUBLISHING CO	OCT - DEC 2026 NEWSLETTER	$	4,627.98
79820	ODP BUSINESS SOLUTIONS, LLC	PAPER & SHIPPING LABELS	$	60.11
79821	PATRICK HUTTON	DOOR COUNTY TOUR SERVICE GUIDE	$	1,100.00
79822	PERFORMANCE PLUS dba HEALTH STRATEGIES	RESP QUALIF / MASK FITTING - BLOOMER	$	141.00
79823	SUZANNE CELLETTE	RANDY'S SEWER REPAIR REIMB	$	1,980.30
79824	THE HOME DEPOT CREDIT SERVICES	CC PMNT	$	885.41
79825	VERIZON BUSINESS	CELL PHONE SERVICES	$	950.04
79826	XCEL ENERGY	MONTHLY UTILITIES	$	9.08
79827	ALLEGRA MARKETING PRINT MAIL	BUSINESS CARDS - P. HOLTER	$	163.39
79828	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	$	169.28
79829	BLAINE LOCK & SAFE INC	KEYS	$	183.10
79830	BUREAU OF CRIM APPREHENSION	CJDN ACCESS FEES	$	1,560.00
79831	CINTAS	SHOP TOWELS	$	37.84
79832	COMM-WORKS, LLC	PARK CAMERA MONITORING	$	275.00
79833	GOPHER STATE ONE-CALL INC	LOCATES	$	112.05
79834	HAWKINS WATER TREATMENT	WATER CHEMICALS	$	7,360.55
79835	INSTRUMENTAL RESEARCH INC	SEPT WATER TESTING / WELL 2 SPEC REPORT	$	134.00
79836	KIM KILEY	CJIS USER CONFERENCE REIMBURSEMENT	$	183.50
79837	MANSFIELD SERVICE PARTNERS SOUTH, LLC	UNLEADED FUEL	$	1,250.51
79838	MCCRAY EXPRESS SPORTS NETWORK	FALL SOFTBALL	$	615.00
79839	MENARDS - BLAINE	PARTS	$	566.50
79840	METRO-INET	DATA SERVICES	$	280.00
79841	MN DEP'T OF LABOR & INDUSTRY	2ND & 3RD QTR SURCHARGE REPORTS	$	1,277.90
79842	MTI DISTRIBUTING INC	GROOMER W/ SPRINGTINE SCARIFIERS	$	3,249.33
79843	NORTHERN TOOL COMMERCIAL ACCOUNT	NOZZLES & BRUSH	$	62.66
79844	NYKANEN INSPECTIONS, LLC	SEPTEMBER ELECTRICAL INSPECTIONS	$	824.00
79845	ON SITE SANITATION INC	STD CONSTRUCTION RESTROOMS	$	149.34
79846	RUM RIVER CONSULTANTS	MAY - JULY PLUMBING PLAN REVIEW	$	733.55
79847	SUMMIT FIRE PROTECTION	CITY HALL FIRE ALARM MONITORING	$	819.00
79848	CENTRAL PENSION FUND	PAYROLL	$	4,160.00
79849	GUARDIAN LIFE INSURANCE COMPANY	PAYROLL	$	2,657.54
79850	HEALTH PARTNERS, INC	PAYROLL	$	37,880.37
79851	LELS	PAYROLL	$	876.00
79852	LOCAL 49	PAYROLL	$	175.00
79853	NCPERS GROUP LIFE INS	PAYROLL	$	32.00
79854	ANOKA COUNTY	GIS PRECINCT MAPS FOR ELECTIONS	$	39.50
79855	ANOKA COUNTY	LOCAL GOV MEETING MEAL	$	15.00

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

Date: October 2026

Claim Res. #26-19

VOUCHER	VENDOR	DESCRIPTION		AMOUNT
79856	AT & T MOBILITY	HOT SPOT	$	39.73
79857	BRANSON.COM	BRANSON TRIP	$	25,365.09
79858	CADY BUSINESS TECHNOLOGIES	PHONE SYSTEM	$	883.42
79859	CARSON, CLELLAND & SCHREDER	ATTORNEY SERVICES	$	8,212.50
79860	CINTAS	FLOOR MATS	$	387.28
79861	CITY OF ARDEN HILLS	FALL DASH SOCCER / T-BALL CLASSES	$	710.00
79862	CIVICPLUS LLC	AUDIO EYE	$	3,307.50
79863	COMCAST	ABLE WARMING HOUSE MONTHLY UTILITIES	$	299.44
79864	COMPUTER INTERGRATION TECHNOLOGIES	CONTRACTUAL SERVICES	$	2,545.25
79865	DAVIS & STANTON	UNIFORM POLICE BARS	$	208.00
79866	ECM PUBLISHERS, INC.	ORD NO 511	$	55.00
79867	FLOCK GROUP INC	FLOCK SAFETY PROGRAM	$	6,000.00
79868	HEARTLAND TIRE INC	TRAILER TIRES	$	218.49
79869	HOTSY EQUIPMENT OF MN	HOSE	$	198.00
79870	KAREN FISKE	COSTCO REIMBURSEMENT	$	17.89
79871	LANGUAGE LINE SERVICES	INTERPRETATION SERVICES	$	203.94
79872	LEAGUE OF MN CITIES INS TRUST	CLAIM NO 00532156 GL / 00532965 L. SCHECK	$	1,290.84
79873	MANSFIELD SERVICE PARTNERS SOUTH, LLC	UNLEADED FUEL	$	1,086.38
79874	MARANTA & LEN DESIGN INVESTMENT GROUP	SPEED FRIENDING LUNCHEON	$	125.00
79875	MARTIN-MCALLISTER	PUBLIC SAFETY ASSESSMENT - DOKKA	$	650.00
79884	MCCRAY EXPRESS SPORTS NETWORK	FALL ADULT SOFTBALL UMPIRES	$	902.00
79885	METROPOLITAN COUNCIL	WASTE WATER SERVICES DEF REV	$	53,851.22
79886	MN CHIEFS OF POLICE ASSOCIATION	MEMBER FULL CONFERENCE - J. ANTOINE	$	585.00
79887	MOUNDS VIEW PARKS & RECREATION	REC ON THE GO COORDINATOR	$	2,756.52
79888	NAC MECHANICAL & ELECTRICAL SERVICES	ANNUAL AGREEMENT 10.01.26-04.30.27	$	2,785.75
79889	SLP FIRE DEPARTMENT	OCTOBER FIRE PROTECTION SERVICES	$	27,260.00
79890	STANTEC	CONSULTING SERVICES	$	33,796.96
79891	WALTERS RECYCLING REFUSE SERV	LEAF DROP / MONTHLY RECYCLING SERVICES	$	14,871.80
79892	BUSINESS ESSENTIALS	JANITORIAL SUPPLIES	$	503.34
79893	CINTAS	SHOP TOWELS	$	75.68
79894	CITY OF BLAINE	3RD QTR SLP PROP ON BLAINE WATER	$	2,953.96
79895	CORE & MAIN LP	FLEXNET M2 WALBY / DRIVEBY SOFTWARE	$	5,400.00
79896	FLEETPRIDE	PARTS	$	37.76
79897	GFL ENVIRONMENTAL SERVICES USA, LLC	USED OIL DISPOSAL	$	101.21
79898	HAWKINS WATER TREATMENT	WATER CHEMICALS	$	80.00
79899	MANSFIELD SERVICE PARTNERS SOUTH, LLC	UNLEADED FUEL	$	3,138.96
79900	MENARDS - BLAINE	PARTS	$	27.14
79901	MID AMERICA METER, LLC	WATER SPEC FLOWCOM REMOTE KIT	$	491.75
79902	NAPA AUTO PARTS	PARTS	$	67.96
79903	OUTFRONT	LED SPOT ADVERTISING	$	625.00
79904	TWIN CITIES BMEU WEST	NEW JOURNEYS NOV - DEC POSTAGE	$	538.81
79905	ADAPT MY HOME, LLC	CLASS PRESENTATION	$	100.00
79906	ANOKA COUNTY	20% PROFITS FROM SEIZED 2005 SUZUKI BIKE	$	156.75
79907	ANOKA COUNTY	RADIO & RADIO SOFTWARE	$	16,349.72
79908	ASPEN MILLS	UNIFORM ALLOWANCE - KILEY	$	87.05
79909	BATTERIES PLUS BULBS	BATTERIES	$	49.96
79910	BITUMINOUS ROADWAYS, INC	WATERMAIN PATCH	$	5,800.00
79911	BUSINESS ESSENTIALS	TRASH BAGS & PAPER TOWELS FOR PW	$	394.88

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

Date: October 2026

Claim Res. #26-19

VOUCHER	VENDOR	DESCRIPTION		AMOUNT
79912	CAR WASH PARTNERS INC (dba: MISTER CAR W	CAR WASHES	$	129.60
77913	CENTERPOINT ENERGY	MONTHLY UTILITIES	$	185.95
79914	CINTAS	FLOOR MATS / SHOP TOWELS	$	425.12
79915	COMCAST	8251 ARTHUR MONTHLY UTILITIES	$	113.07
79916	CONNEXUS ENERGY	MONTHLY UTILITIES	$	279.57
79917	COORDINATED BUSINESS SYSTEMS LTD	PD COPIER	$	744.35
79918	ECM PUBLISHERS, INC.	FALL LEAVES AD / ESCROW CHARGE	$	351.50
79919	FLEETPRIDE	PARTS	$	559.87
79920	GENERATOR POWER SYSTEMS LLC	REPAIRS	$	2,760.00
79921	GUARDIAN LIFE INSURANCE COMPANY	COBRA DENTAL PMNT	$	82.31
79922	HEALTH PARTNERS OCCUPATIONAL HEALTH	MEDICAL EXPENSES - DOKKA	$	758.00
79923	JEFF SANDINO	TEX MEX CLASS	$	480.00
79924	JOSH ANTOINE	CABELA'S REIMBURSEMENT	$	565.45
79925	KELSEY SMITH	NAOMI COMPLIANCE LUNCH REIMB	$	14.73
79926	KIM KILEY	UNIFORM ALLOWANCE - LANDS END REIMB	$	74.68
79927	LIFE: BLAINE / SPRING LAKE PARK	SUBSCRIPTION RENEWAL	$	93.40
79928	LISA MURPHY	UNIFORM ALLOWANCE - KOHLS/ TJMAXX REIMB	$	89.98
79929	MANSFIELD SERVICE PARTNERS SOUTH, LLC	DIESEL FUEL	$	4,789.30
79930	MINNESOTA MAHJONG	BEGINNER MAHJONG LESSONS	$	350.00
79931	MN CHIEFS OF POLICE ASSOCIATION	MEMBER FULL CONFERENCE - R. KRAMER	$	585.00
79932	NAPA AUTO PARTS	NTH GAUGE	$	36.15
79933	NOVACARE REHABILITATION	POST OFFER EMPLOYMENT TESTING -DOKKA	$	185.00
79934	OFFICE OF MN.IT SERVICES	FIBER OPTICS	$	47.20
79935	ON SITE SANITATION INC	STD CONSTRUCTION RESTROOMS	$	428.00
79936	PITNEY BOWES INC	METER RENTAL	$	134.52
79937	RECYCLE TECHNOLOGIES	09/12 RECYCLING EVENT	$	2,418.65
79938	SHRED-IT USA	SHREDDING SERVICES	$	202.23
79939	State of MN Departmemt of Finance	10% PROFITS FROM SEIZED 2005 SUZUKI BIKE	$	78.37
79940	TACTICAL SOLUTIONS INC	RADAR / LASER CERTIFICATIONS	$	376.00
79941	TASC	COBRA ADMIN FEE	$	35.20
79942	TEGRETE	JANITORIAL SERVICES	$	3,177.50
79943	UNLIMITED SUPPLIES, INC	PARTS	$	52.08
79944	VOIGT'S BUS COMPANIES	MEA BUS	$	285.23
79945	WALTERS RECYCLING REFUSE SERV	6YD TRASH / 2 YD ORGANICS SERVICES	$	874.94
79946	WARGO NATURE CENTER	CANOE CLASS	$	75.00
79947	XCEL ENERGY	MONTHLY UTILITIES	$	7,261.77
		TOTAL DISBURSEMENTS	**$**	**338,440.20**

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

REVENUE AND EXPENDITURE REPORT FOR CITY OF SPRING LAKE PARK

Balance As Of 10/31/2026

GL Number	Description	2026 Amended Budget	YTD Balance 10/31/2026 Normal (Abnormal)	Activity For 10/31/2026 Increase (Decrease)	Available Balance 10/31/2026 Normal (Abnormal)	% Bdgt Used
Fund: 101 GENERAL FUND						
Account Category: Revenues						
Department: 00000						
101.00000.31010	CURRENT TAXES	4,310,534.00	2,339,315.75	0.00	1,971,218.25	54.27
101.00000.31020	DELINQ TAXES	0.00	40,962.83	0.00	(40,962.83)	100.00
101.00000.31910	PENALTIES & INTEREST	0.00	13,495.77	0.00	(13,495.77)	100.00
101.00000.32110	LIQUOR LICENSES	24,000.00	250.00	0.00	23,750.00	1.04
101.00000.32180	CIGARETTE,DANCE,BINGO & MISC LIC	6,500.00	2,150.00	1,950.00	4,350.00	33.08
101.00000.32181	SIGN PERMITS	6,000.00	3,975.00	795.00	2,025.00	66.25
101.00000.32182	CANNABIS LICENSE	1,500.00	500.00	0.00	1,000.00	33.33
101.00000.32208	CONTRACTORS LICENSES	12,500.00	11,325.00	900.00	1,175.00	90.60
101.00000.32210	BUILDING PERMIT	75,000.00	46,901.88	2,964.45	28,098.12	62.54
101.00000.32211	BUILDING PERMIT SURCHARGES	2,500.00	1,384.31	62.72	1,115.69	55.37
101.00000.32215	DEMOLITION PERMIT	0.00	464.90	0.00	(464.90)	100.00
101.00000.32216	ELECTRICAL PERMITS / PLAN REVIEW	20,000.00	15,213.10	2,050.00	4,786.90	76.07
101.00000.32217	ELECTRICAL PERMIT SURCHARGES	250.00	361.39	72.00	(111.39)	144.56
101.00000.32230	PLUMBING PERMIT	6,000.00	6,417.95	767.00	(417.95)	106.97
101.00000.32231	PLUMBING PERMIT SURCHARGES	150.00	99.26	10.00	50.74	66.17
101.00000.32232	HEATING & A/C PERMITS	10,000.00	8,472.32	720.00	1,527.68	84.72
101.00000.32233	HTG & A/C SURCHARGES	250.00	146.43	8.00	103.57	58.57
101.00000.32240	PET LICENSE	1,000.00	670.00	30.00	330.00	67.00
101.00000.32260	CERTIFICATE OF OCCUPANCY	2,800.00	1,500.00	150.00	1,300.00	53.57
101.00000.32261	VACANT PROPERTY REGISTRATION	500.00	0.00	0.00	500.00	0.00
101.00000.32262	SOLICITORS LICENSE	0.00	300.00	0.00	(300.00)	100.00
101.00000.33401	LOCAL GOVERNMENT AID	776,537.00	388,268.50	0.00	388,268.50	50.00
101.00000.33403	LOCAL PERFORMANCE AID	1,040.00	0.00	0.00	1,040.00	0.00
101.00000.33405	CLASS 4D(1) TRANSITION AID	11,500.00	11,818.50	0.00	(318.50)	102.77
101.00000.33416	POLICE TRAINING REIMB	10,000.00	10,663.40	0.00	(663.40)	106.63
101.00000.33421	INSURANCE PREMIUM-POLICE	135,000.00	159,369.28	159,369.28	(24,369.28)	118.05
101.00000.34102	ZONING LETTERS	200.00	300.00	0.00	(100.00)	150.00
101.00000.34103	SPEC USE,ZONING,SUB-DIV	7,500.00	13,847.61	500.00	(6,347.61)	184.63
101.00000.34104	PLAN CHECKING FEES	25,000.00	1,973.00	95.00	23,027.00	7.89
101.00000.34105	SALE OF MAPS,COPIES ETC	0.00	3.00	0.00	(3.00)	100.00
101.00000.34107	ASSESSMENT SEARCHES	50.00	25.00	0.00	25.00	50.00
101.00000.34109	FILING FEES	75.00	90.00	0.00	(15.00)	120.00
101.00000.34111	ADM. GAMBLING EXPENSES	43,950.00	0.00	0.00	43,950.00	0.00
101.00000.34115	GUN RANGE FACILITY USE	250.00	20.00	0.00	230.00	8.00
101.00000.34117	ROOM-FACILITY RENTAL	250.00	0.00	0.00	250.00	0.00
101.00000.34201	POLICE & FIRE ALARM PERMIT	2,000.00	0.00	0.00	2,000.00	0.00
101.00000.34202	POLICE REPORTS	1,000.00	2,575.50	195.00	(1,575.50)	257.55
101.00000.34204	HOUSING REGISTRATION	105,000.00	34,100.00	1,500.00	70,900.00	32.48
101.00000.34205	RIGHT OF WAY APPLICATIONS	1,000.00	0.00	0.00	1,000.00	0.00
101.00000.34801	INSURANCE DIVIDENDS	10,000.00	41,307.00	41,307.00	(31,307.00)	413.07
101.00000.34949	RESTITUTION	0.00	1,259.88	88.00	(1,259.88)	100.00
101.00000.34950	REFUNDS & REIMB	5,000.00	5,306.99	235.88	(306.99)	106.14
101.00000.35101	COURT FINES	48,000.00	27,586.46	2,549.87	20,413.54	57.47
101.00000.35102	ADM OFFENSE FINES	35,000.00	19,286.88	950.00	15,713.12	55.11
101.00000.35348	PROPERTY ROOM REVENUE	0.00	81.72	0.00	(81.72)	100.00
101.00000.36200	MISC REVENUES	0.00	4.04	0.00	(4.04)	100.00
101.00000.36201	SOLAR ENERGY CREDITS-XCEL	15,000.00	8,412.56	0.00	6,587.44	56.08
101.00000.36210	INTEREST EARNINGS	90,000.00	123,448.22	12,135.41	(33,448.22)	137.16
101.00000.36901	LIAISON OFFICER	108,490.00	72,327.12	0.00	36,162.88	66.67

GL Number	Description	2026 Amended Budget	YTD Balance 10/31/2026 Normal (Abnormal)	Activity For 10/31/2026 Increase (Decrease)	Available Balance 10/31/2026 Normal (Abnormal)	% Bdgt Used
Fund: 101 GENERAL FUND						
Account Category: Revenues						
Department: 00000						
101.00000.39100	REIM FOR SERVICES	0.00	35.00	0.00	(35.00)	100.00
101.00000.39202	TRANSFER FROM PUBLIC UTILITIES	61,946.00	0.00	0.00	61,946.00	0.00
101.00000.39205	TRANSFER-FROM TIF FUND	3,500.00	0.00	0.00	3,500.00	0.00
101.00000.39206	TRANSFER FROM RECYCLING FUND	4,500.00	0.00	0.00	4,500.00	0.00
101.00000.39207	TRANSFER FROM RECREATION	62,500.00	0.00	0.00	62,500.00	0.00
101.00000.39208	TRANSFER FROM PUBLIC SAFETY AID	75,000.00	0.00	0.00	75,000.00	0.00
Total Dept 00000		6,118,772.00	3,416,015.55	229,404.61	2,702,756.45	55.83
Revenues		6,118,772.00	3,416,015.55	229,404.61	2,702,756.45	55.83
Account Category: Expenditures						
Department: 41110 MAYOR AND COUNCIL						
101.41110.41030	PART TIME EMPLOYEES	31,297.00	26,078.80	2,607.88	5,218.20	83.33
101.41110.41211	DEFINED CONTR PLAN/PERA	1,565.00	1,304.10	130.41	260.90	83.33
101.41110.41220	FICA/MC CONTRIBUTIONS-EMPLOYER	2,394.00	1,995.02	199.52	398.98	83.33
101.41110.41230	MN PAID LEAVE	276.00	102.90	10.29	173.10	37.28
101.41110.41510	WORKERS COMPENSATION	130.00	147.96	9.98	(17.96)	113.82
101.41110.42100	OPERATING SUPPLIES	850.00	343.35	0.00	506.65	40.39
101.41110.43310	TRAVEL EXPENSE	650.00	0.00	0.00	650.00	0.00
101.41110.43500	PRINTING & PUBLISHING	1,900.00	847.00	55.00	1,053.00	44.58
101.41110.44000	CONTRACTUAL SERVICE	4,680.00	(455.00)	0.00	5,135.00	(9.72)
101.41110.44300	CONFERENCE & SCHOOLS	5,920.00	984.21	15.00	4,935.79	16.63
101.41110.44330	DUES & SUBSCRIPTIONS	16,552.00	17,346.00	0.00	(794.00)	104.80
101.41110.44955	DISCRETIONARY FUND	12,050.00	4,737.69	4,144.50	7,312.31	39.32
Total Dept 41110 - MAYOR AND COUNCIL		78,264.00	53,432.03	7,172.58	24,831.97	68.27
Department: 41400 ADMINISTRATION						
101.41400.41010	FULL TIME EMPLOYEES	407,959.00	331,605.97	47,354.91	76,353.03	81.28
101.41400.41050	VACATION BUY BACK	8,500.00	0.00	0.00	8,500.00	0.00
101.41400.41210	PERA CONTRIBUTIONS-EMPLOYER	30,507.00	25,701.26	3,541.24	4,805.74	84.25
101.41400.41220	FICA/MC CONTRIBUTIONS-EMPLOYER	31,117.00	24,448.76	3,419.47	6,668.24	78.57
101.41400.41230	MN PAID LEAVE	1,790.00	1,367.78	188.45	422.22	76.41
101.41400.41300	HEALTH INSURANCE	70,694.00	59,477.06	6,423.20	11,216.94	84.13
101.41400.41313	LIFE INSURANCE	225.00	180.85	21.68	44.15	80.38
101.41400.41510	WORKERS COMPENSATION	2,668.00	2,902.35	269.73	(234.35)	108.78
101.41400.42000	OFFICE SUPPLIES	3,000.00	3,815.85	381.37	(815.85)	127.20
101.41400.42030	PRINTED FORMS	1,950.00	857.39	0.00	1,092.61	43.97
101.41400.42100	OPERATING SUPPLIES	970.00	2,218.71	0.00	(1,248.71)	228.73
101.41400.42220	POSTAGE	2,706.00	1,754.34	299.75	951.66	64.83
101.41400.43210	TELEPHONE	625.00	268.85	38.43	356.15	43.02
101.41400.43310	TRAVEL EXPENSE	4,000.00	2,942.87	346.14	1,057.13	73.57
101.41400.43500	PRINTING & PUBLISHING	350.00	178.05	0.00	171.95	50.87
101.41400.43550	COUNTY FEES FOR SERVICE	1,850.00	1,616.98	0.00	233.02	87.40
101.41400.44000	CONTRACTUAL SERVICE	0.00	462.50	0.00	(462.50)	100.00
101.41400.44050	MAINTENANCE AGREEMENTS	14,905.00	12,704.58	0.00	2,200.42	85.24
101.41400.44300	CONFERENCE & SCHOOLS	7,850.00	2,413.53	0.00	5,436.47	30.75
101.41400.44330	DUES & SUBSCRIPTIONS	1,585.00	2,175.60	93.40	(590.60)	137.26
101.41400.44380	BANK CHARGES	1,900.00	1,389.24	95.75	510.76	73.12
101.41400.44390	MISCELLANEOUS	0.00	(2,682.02)	0.00	2,682.02	100.00
101.41400.44500	CONTRACTUAL SERVICES	7,300.00	7,279.83	101.12	20.17	99.72

GL Number	Description	2026 Amended Budget	YTD Balance 10/31/2026 Normal (Abnormal)	Activity For 10/31/2026 Increase (Decrease)	Available Balance 10/31/2026 Normal (Abnormal)	% Bdgt Used
Fund: 101 GENERAL FUND						
Account Category: Expenditures						
Department: 41400 ADMINISTRATION						
	Total Dept 41400 - ADMINISTRATION	602,451.00	483,080.33	62,574.64	119,370.67	80.19
Department: 41500 ASSESSOR						
101.41500.44000	CONTRACTUAL SERVICE	40,610.00	28,667.40	0.00	11,942.60	70.59
	Total Dept 41500 - ASSESSOR	40,610.00	28,667.40	0.00	11,942.60	70.59
Department: 41540 AUDIT & ACCTG SERVICES						
101.41540.43010	AUDIT & ACCTG SERVICES	16,400.00	19,162.50	0.00	(2,762.50)	116.84
	Total Dept 41540 - AUDIT & ACCTG SERVICES	16,400.00	19,162.50	0.00	(2,762.50)	116.84
Department: 41600 I.T. SERVICES						
101.41600.44000	CONTRACTUAL SERVICE	89,035.00	80,888.90	3,852.82	8,146.10	90.85
	Total Dept 41600 - I.T. SERVICES	89,035.00	80,888.90	3,852.82	8,146.10	90.85
Department: 41610 LEGAL FEES						
101.41610.43040	LEGAL FEES	130,000.00	82,609.50	8,212.50	47,390.50	63.55
	Total Dept 41610 - LEGAL FEES	130,000.00	82,609.50	8,212.50	47,390.50	63.55
Department: 41710 ENGINEERING FEES						
101.41710.43030	ENGINEERING FEES	5,000.00	3,040.91	298.50	1,959.09	60.82
	Total Dept 41710 - ENGINEERING FEES	5,000.00	3,040.91	298.50	1,959.09	60.82
Department: 41720 PLANNING & ZONING						
101.41720.42100	OPERATING SUPPLIES	100.00	0.00	0.00	100.00	0.00
101.41720.42220	POSTAGE	100.00	133.20	0.00	(33.20)	133.20
101.41720.43500	PRINTING & PUBLISHING	200.00	0.00	0.00	200.00	0.00
101.41720.44000	CONTRACTUAL SERVICE	1,750.00	3,120.83	1,820.57	(1,370.83)	178.33
	Total Dept 41720 - PLANNING & ZONING	2,150.00	3,254.03	1,820.57	(1,104.03)	151.35
Department: 41940 GOVERNMENT BUILDING						
101.41940.41013	OVERTIME	0.00	648.55	29.88	(648.55)	100.00
101.41940.41020	ON CALL SALARIES	0.00	109.57	0.00	(109.57)	100.00
101.41940.41210	PERA CONTRIBUTIONS-EMPLOYER	0.00	56.87	2.24	(56.87)	100.00
101.41940.41220	FICA/MC CONTRIBUTIONS-EMPLOYER	0.00	72.88	2.24	(72.88)	100.00
101.41940.41230	MN PAID LEAVE	0.00	3.89	0.12	(3.89)	100.00
101.41940.41300	HEALTH INSURANCE	0.00	131.76	4.85	(131.76)	100.00
101.41940.41313	LIFE INSURANCE	0.00	0.62	0.03	(0.62)	100.00
101.41940.41510	WORKERS COMPENSATION	0.00	25.35	0.72	(25.35)	100.00
101.41940.42000	OFFICE SUPPLIES	0.00	2.87	0.00	(2.87)	100.00
101.41940.42100	OPERATING SUPPLIES	16,000.00	15,229.55	1,672.78	770.45	95.18
101.41940.42200	REPAIR & MAINTENANCE	12,000.00	7,066.40	308.37	4,933.60	58.89
101.41940.42280	UNIFORM ALLOWANCE	0.00	218.76	0.00	(218.76)	100.00
101.41940.43210	TELEPHONE	11,000.00	9,180.51	923.15	1,819.49	83.46
101.41940.43810	ELECTRIC UTILITIES	31,000.00	38,015.30	10,119.51	(7,015.30)	122.63
101.41940.43830	GAS UTILITIES	20,000.00	15,419.68	190.42	4,580.32	77.10
101.41940.43841	RUBBISH REMOVAL	4,850.00	10,409.06	699.94	(5,559.06)	214.62
101.41940.44000	CONTRACTUAL SERVICE	53,083.00	52,040.41	7,355.93	1,042.59	98.04
101.41940.45000	CAPITAL OUTLAY	0.00	9,484.82	0.00	(9,484.82)	100.00
101.41940.47000	PERMANENT TRANSFERS OUT	16,400.00	0.00	0.00	16,400.00	0.00
	Total Dept 41940 - GOVERNMENT BUILDING	164,333.00	158,116.85	21,310.18	6,216.15	96.22
Department: 42100 POLICE PROTECTION						

GL Number	Description	2026 Amended Budget	YTD Balance 10/31/2026 Normal (Abnormal)	Activity For 10/31/2026 Increase (Decrease)	Available Balance 10/31/2026 Normal (Abnormal)	% Bdgt Used
Fund: 101 GENERAL FUND						
Account Category: Expenditures						
Department: 42100 POLICE PROTECTION						
101.42100.41010	FULL TIME EMPLOYEES	1,481,239.00	1,151,377.27	166,930.44	329,861.73	77.73
101.42100.41013	OVERTIME	95,000.00	95,601.48	12,979.06	(601.48)	100.63
101.42100.41050	VACATION BUY BACK	8,000.00	0.00	0.00	8,000.00	0.00
101.42100.41210	PERA CONTRIBUTIONS-EMPLOYER	268,256.00	216,799.42	30,188.34	51,456.58	80.82
101.42100.41220	FICA/MC CONTRIBUTIONS-EMPLOYER	28,681.00	24,124.55	3,271.00	4,556.45	84.11
101.42100.41230	MN PAID LEAVE	6,925.00	5,112.30	710.66	1,812.70	73.82
101.42100.41300	HEALTH INSURANCE	269,697.00	178,199.90	19,626.85	91,497.10	66.07
101.42100.41313	LIFE INSURANCE	783.00	672.93	85.50	110.07	85.94
101.42100.41510	WORKERS COMPENSATION	116,774.00	140,845.08	12,101.28	(24,071.08)	120.61
101.42100.42000	OFFICE SUPPLIES	3,600.00	2,256.74	275.71	1,343.26	62.69
101.42100.42030	PRINTED FORMS	2,200.00	490.95	0.00	1,709.05	22.32
101.42100.42040	RANGE EQUIP & SUPPLIES	9,800.00	6,873.71	3,645.69	2,926.29	70.14
101.42100.42100	OPERATING SUPPLIES	6,610.00	3,718.11	208.00	2,891.89	56.25
101.42100.42120	MOTOR FUELS & LUBRICANTS	25,000.00	27,100.42	3,548.34	(2,100.42)	108.40
101.42100.42220	POSTAGE	1,000.00	794.89	47.20	205.11	79.49
101.42100.43050	MEDICAL EXPENSE	3,000.00	5,074.00	1,593.00	(2,074.00)	169.13
101.42100.43210	TELEPHONE	3,500.00	2,219.96	307.44	1,280.04	63.43
101.42100.43211	DATA SERVICES	67,096.00	45,019.53	2,060.31	22,076.47	67.10
101.42100.43300	CLOTHING & PERSONAL EQUIP	16,450.00	12,703.26	334.01	3,746.74	77.22
101.42100.43310	TRAVEL EXPENSE	1,200.00	0.00	0.00	1,200.00	0.00
101.42100.44000	CONTRACTUAL SERVICE	71,075.00	55,090.99	2,041.05	15,984.01	77.51
101.42100.44050	MAINTENANCE AGREEMENTS	10,000.00	13,888.34	6,744.35	(3,888.34)	138.88
101.42100.44060	AUTO EQUIPMENT REPAIR	23,000.00	12,337.80	516.56	10,662.20	53.64
101.42100.44070	OTHER EQUIPMENT REPAIR	3,000.00	4,814.86	0.00	(1,814.86)	160.50
101.42100.44300	CONFERENCE & SCHOOLS	26,000.00	9,075.26	1,933.68	16,924.74	34.90
101.42100.44310	TRAINING-PER CONTRACT	13,000.00	0.00	0.00	13,000.00	0.00
101.42100.44330	DUES & SUBSCRIPTIONS	2,540.00	1,691.54	0.00	848.46	66.60
101.42100.45000	CAPITAL OUTLAY	57,700.00	56,423.42	0.00	1,276.58	97.79
101.42100.47000	PERMANENT TRANSFERS OUT	13,000.00	0.00	0.00	13,000.00	0.00
Total Dept 42100 - POLICE PROTECTION		2,634,126.00	2,072,306.71	269,148.47	561,819.29	78.67
Department: 42200 FIRE PROTECTION						
101.42200.44000	CONTRACTUAL SERVICE	329,270.00	272,600.00	27,260.00	56,670.00	82.79
101.42200.45000	CAPITAL OUTLAY	116,742.00	56,780.00	0.00	59,962.00	48.64
Total Dept 42200 - FIRE PROTECTION		446,012.00	329,380.00	27,260.00	116,632.00	73.85
Department: 42300 CODE ENFORCEMENT						
101.42300.41010	FULL TIME EMPLOYEES	228,751.00	171,842.36	22,856.13	56,908.64	75.12
101.42300.41050	VACATION BUY BACK	1,500.00	0.00	0.00	1,500.00	0.00
101.42300.41210	PERA CONTRIBUTIONS-EMPLOYER	25,514.00	6,611.57	944.03	18,902.43	25.91
101.42300.41220	FICA/MC CONTRIBUTIONS-EMPLOYER	12,581.00	12,575.87	1,642.62	5.13	99.96
101.42300.41230	MN PAID LEAVE	1,013.00	695.70	90.25	317.30	68.68
101.42300.41300	HEALTH INSURANCE	55,325.00	28,297.97	3,081.68	27,027.03	51.15
101.42300.41313	LIFE INSURANCE	129.00	118.77	14.24	10.23	92.07
101.42300.41510	WORKERS COMPENSATION	2,622.00	1,979.99	155.42	642.01	75.51
101.42300.42000	OFFICE SUPPLIES	600.00	103.36	0.00	496.64	17.23
101.42300.42030	PRINTED FORMS	150.00	159.81	0.00	(9.81)	106.54
101.42300.42100	OPERATING SUPPLIES	2,700.00	378.70	0.00	2,321.30	14.03
101.42300.42120	MOTOR FUELS & LUBRICANTS	3,000.00	1,803.44	236.56	1,196.56	60.11
101.42300.42200	REPAIR & MAINTENANCE	1,750.00	0.00	0.00	1,750.00	0.00

GL Number	Description	2026 Amended Budget	YTD Balance 10/31/2026 Normal (Abnormal)	Activity For 10/31/2026 Increase (Decrease)	Available Balance 10/31/2026 Normal (Abnormal)	% Bdgt Used
Fund: 101 GENERAL FUND						
Account Category: Expenditures						
Department: 42300 CODE ENFORCEMENT						
101.42300.43210	TELEPHONE	1,300.00	537.70	76.86	762.30	41.36
101.42300.43300	CLOTHING & PERSONAL EQUIP	0.00	563.68	0.00	(563.68)	100.00
101.42300.43310	TRAVEL EXPENSE	300.00	15.81	0.00	284.19	5.27
101.42300.44000	CONTRACTUAL SERVICE	17,500.00	11,956.03	824.00	5,543.97	68.32
101.42300.44050	MAINTENANCE AGREEMENTS	0.00	3,430.50	0.00	(3,430.50)	100.00
101.42300.44300	CONFERENCE & SCHOOLS	2,700.00	235.00	0.00	2,465.00	8.70
101.42300.44330	DUES & SUBSCRIPTIONS	5,650.00	3,618.49	0.00	2,031.51	64.04
Total Dept 42300 - CODE ENFORCEMENT		363,085.00	244,924.75	29,921.79	118,160.25	67.46
Department: 43000 STREET DEPARTMENT						
101.43000.41010	FULL TIME EMPLOYEES	190,130.00	133,506.12	19,035.34	56,623.88	70.22
101.43000.41013	OVERTIME	10,100.00	6,568.71	501.23	3,531.29	65.04
101.43000.41020	ON CALL SALARIES	4,525.00	1,780.67	0.00	2,744.33	39.35
101.43000.41040	TEMPORARY EMPLOYEES	0.00	135.47	0.00	(135.47)	100.00
101.43000.41050	VACATION BUY BACK	1,900.00	0.00	0.00	1,900.00	0.00
101.43000.41210	PERA CONTRIBUTIONS-EMPLOYER	15,500.00	11,046.15	1,465.31	4,453.85	71.27
101.43000.41220	FICA/MC CONTRIBUTIONS-EMPLOYER	15,810.00	11,102.85	1,458.69	4,707.15	70.23
101.43000.41230	MN PAID LEAVE	910.00	588.90	77.21	321.10	64.71
101.43000.41300	HEALTH INSURANCE	39,492.00	25,179.89	2,768.38	14,312.11	63.76
101.43000.41313	LIFE INSURANCE	105.00	95.70	11.58	9.30	91.14
101.43000.41510	WORKERS COMPENSATION	12,320.00	13,557.95	1,228.67	(1,237.95)	110.05
101.43000.42100	OPERATING SUPPLIES	2,500.00	2,566.64	151.36	(66.64)	102.67
101.43000.42120	MOTOR FUELS & LUBRICANTS	20,000.00	23,606.65	4,112.55	(3,606.65)	118.03
101.43000.42130	RUG SERVICE	500.00	0.00	0.00	500.00	0.00
101.43000.42150	SHOP MATERIALS	6,000.00	524.38	70.32	5,475.62	8.74
101.43000.42200	REPAIR & MAINTENANCE	12,000.00	9,028.72	1,319.97	2,971.28	75.24
101.43000.42210	EQUIPMENT PARTS	16,000.00	42,110.85	0.00	(26,110.85)	263.19
101.43000.42221	TIRES	5,000.00	1,080.00	0.00	3,920.00	21.60
101.43000.42224	STREET MAINT SUPPLIES	3,000.00	19,088.78	0.00	(16,088.78)	636.29
101.43000.42226	SIGNS & STRIPING	12,500.00	7,435.49	0.00	5,064.51	59.48
101.43000.42280	UNIFORM ALLOWANCE	2,170.00	1,721.67	0.00	448.33	79.34
101.43000.43210	TELEPHONE	370.00	89.61	12.81	280.39	24.22
101.43000.44000	CONTRACTUAL SERVICE	4,000.00	468.00	0.00	3,532.00	11.70
101.43000.44300	CONFERENCE & SCHOOLS	1,300.00	1,467.00	0.00	(167.00)	112.85
101.43000.44330	DUES & SUBSCRIPTIONS	245.00	104.00	0.00	141.00	42.45
101.43000.47000	PERMANENT TRANSFERS OUT	35,000.00	0.00	0.00	35,000.00	0.00
Total Dept 43000 - STREET DEPARTMENT		411,377.00	312,854.20	32,213.42	98,522.80	76.05
Department: 45100 RECREATION DEPARTMENT						
101.45100.41010	FULL TIME EMPLOYEES	304,680.00	247,957.13	35,319.22	56,722.87	81.38
101.45100.41040	TEMPORARY EMPLOYEES	34,476.00	44,251.88	763.25	(9,775.88)	128.36
101.45100.41050	VACATION BUY BACK	4,500.00	0.00	0.00	4,500.00	0.00
101.45100.41210	PERA CONTRIBUTIONS-EMPLOYER	22,852.00	19,250.46	2,648.94	3,601.54	84.24
101.45100.41220	FICA/MC CONTRIBUTIONS-EMPLOYER	26,290.00	22,502.60	2,692.18	3,787.40	85.59
101.45100.41230	MN PAID LEAVE	1,513.00	1,191.52	142.55	321.48	78.75
101.45100.41300	HEALTH INSURANCE	43,385.00	37,621.90	4,043.58	5,763.10	86.72
101.45100.41313	LIFE INSURANCE	155.00	142.65	17.10	12.35	92.03
101.45100.41510	WORKERS COMPENSATION	19,925.00	19,484.31	1,276.07	440.69	97.79
101.45100.42000	OFFICE SUPPLIES	2,600.00	1,669.49	163.39	930.51	64.21
101.45100.42030	PRINTED FORMS	500.00	0.00	0.00	500.00	0.00

GL Number	Description	2026 Amended Budget	YTD Balance 10/31/2026 Normal (Abnormal)	Activity For 10/31/2026 Increase (Decrease)	Available Balance 10/31/2026 Normal (Abnormal)	% Bdgt Used
Fund: 101 GENERAL FUND						
Account Category: Expenditures						
Department: 45100 RECREATION DEPARTMENT						
101.45100.42100	OPERATING SUPPLIES	500.00	238.52	0.00	261.48	47.70
101.45100.42220	POSTAGE	15,000.00	9,798.13	604.14	5,201.87	65.32
101.45100.42290	RECREATION EQUIP SUPPLIES	16,335.00	308.65	0.00	16,026.35	1.89
101.45100.43310	TRAVEL EXPENSE	1,000.00	392.64	0.00	607.36	39.26
101.45100.43410	EMPLOYMENT ADVERTISING	150.00	0.00	0.00	150.00	0.00
101.45100.43420	ENTERPRISE ADVERTISING	3,500.00	207.69	0.00	3,292.31	5.93
101.45100.43500	PRINTING & PUBLISHING	25,000.00	12,038.65	0.00	12,961.35	48.15
101.45100.44050	MAINTENANCE AGREEMENTS	0.00	1,125.60	0.00	(1,125.60)	100.00
101.45100.44300	CONFERENCE & SCHOOLS	1,600.00	0.00	0.00	1,600.00	0.00
101.45100.44310	TRAINING-PER CONTRACT	0.00	477.26	0.00	(477.26)	100.00
101.45100.44330	DUES & SUBSCRIPTIONS	700.00	185.00	0.00	515.00	26.43
101.45100.44501	PROGRAM EXPENSE	3,500.00	0.00	0.00	3,500.00	0.00
101.45100.44502	RECREATION REFUNDS	0.00	776.00	0.00	(776.00)	100.00
Total Dept 45100 - RECREATION DEPARTMENT		528,161.00	419,620.08	47,670.42	108,540.92	79.45
Department: 45200 PARKS DEPARTMENT						
101.45200.41010	FULL TIME EMPLOYEES	185,954.00	134,356.47	19,243.72	51,597.53	72.25
101.45200.41013	OVERTIME	10,550.00	1,539.49	29.85	9,010.51	14.59
101.45200.41020	ON CALL SALARIES	3,000.00	155.26	0.00	2,844.74	5.18
101.45200.41040	TEMPORARY EMPLOYEES	40,000.00	110,847.50	3,429.00	(70,847.50)	277.12
101.45200.41050	VACATION BUY BACK	3,250.00	0.00	0.00	3,250.00	0.00
101.45200.41210	PERA CONTRIBUTIONS-EMPLOYER	15,207.00	10,660.42	1,445.49	4,546.58	70.10
101.45200.41220	FICA/MC CONTRIBUTIONS-EMPLOYER	18,571.00	19,127.45	1,692.56	(556.45)	103.00
101.45200.41230	MN PAID LEAVE	1,069.00	1,005.95	89.66	63.05	94.10
101.45200.41300	HEALTH INSURANCE	29,948.00	29,608.50	3,258.00	339.50	98.87
101.45200.41313	LIFE INSURANCE	105.00	95.12	11.56	9.88	90.59
101.45200.41510	WORKERS COMPENSATION	15,965.00	20,218.89	1,574.87	(4,253.89)	126.65
101.45200.42000	OFFICE SUPPLIES	0.00	316.94	19.93	(316.94)	100.00
101.45200.42001	SUPPLIES	600.00	112.87	0.00	487.13	18.81
101.45200.42100	OPERATING SUPPLIES	1,000.00	4,731.65	0.00	(3,731.65)	473.17
101.45200.42120	MOTOR FUELS & LUBRICANTS	16,500.00	22,399.73	3,954.83	(5,899.73)	135.76
101.45200.42200	REPAIR & MAINTENANCE	25,300.00	6,811.12	219.93	18,488.88	26.92
101.45200.42205	LAKESIDE PK EXP TO BE REIM	0.00	3,526.65	0.00	(3,526.65)	100.00
101.45200.42210	EQUIPMENT PARTS	6,000.00	6,979.83	3,249.33	(979.83)	116.33
101.45200.42220	POSTAGE	0.00	488.12	0.00	(488.12)	100.00
101.45200.42221	TIRES	2,000.00	1,000.80	0.00	999.20	50.04
101.45200.42225	LANDSCAPING MATERIALS	16,000.00	19,980.56	17.98	(3,980.56)	124.88
101.45200.42280	UNIFORM ALLOWANCE	2,070.00	2,375.25	0.00	(305.25)	114.75
101.45200.42290	RECREATION EQUIP SUPPLIES	6,700.00	166.60	0.00	6,533.40	2.49
101.45200.43210	TELEPHONE	550.00	268.85	38.43	281.15	48.88
101.45200.43810	ELECTRIC UTILITIES	6,000.00	5,140.06	998.17	859.94	85.67
101.45200.43830	GAS UTILITIES	4,000.00	2,576.41	140.26	1,423.59	64.41
101.45200.43841	RUBBISH REMOVAL	250.00	63.90	0.00	186.10	25.56
101.45200.44000	CONTRACTUAL SERVICE	0.00	1,306.00	0.00	(1,306.00)	100.00
101.45200.44190	SATELLITE RENTAL	2,500.00	1,785.92	149.34	714.08	71.44
101.45200.44300	CONFERENCE & SCHOOLS	2,500.00	2,475.00	0.00	25.00	99.00
101.45200.44330	DUES & SUBSCRIPTIONS	0.00	60.00	0.00	(60.00)	100.00
101.45200.44500	CONTRACTUAL SERVICES	2,000.00	2,520.32	0.00	(520.32)	126.02
101.45200.44502	RECREATION REFUNDS	0.00	1,350.00	0.00	(1,350.00)	100.00

GL Number	Description	2026 Amended Budget	YTD Balance 10/31/2026 Normal (Abnormal)	Activity For 10/31/2026 Increase (Decrease)	Available Balance 10/31/2026 Normal (Abnormal)	% Bdgt Used
Fund: 101 GENERAL FUND						
Account Category: Expenditures						
Department: 45200 PARKS DEPARTMENT						
101.45200.44901	LAKESIDE PARK EXPENSE	13,000.00	13,164.50	343.01	(164.50)	101.27
Total Dept 45200 - PARKS DEPARTMENT		430,589.00	427,216.13	39,905.92	3,372.87	99.22
Department: 49000 MISCELLANEOUS						
101.49000.41300	HEALTH INSURANCE	525.00	465.21	35.20	59.79	88.61
101.49000.43600	INSURANCE	69,615.00	62,208.20	0.00	7,406.80	89.36
101.49000.44000	CONTRACTUAL SERVICE	5,000.00	0.00	0.00	5,000.00	0.00
101.49000.44389	CONTINGENCY FUND	46,339.00	1,000.00	0.00	45,339.00	2.16
101.49000.44390	MISCELLANEOUS	10,000.00	1,241.89	0.00	8,758.11	12.42
101.49000.44420	SURCHARGES-PLBG	200.00	145.31	65.26	54.69	72.66
101.49000.44430	SURCHARGES-HTG	400.00	202.45	84.90	197.55	50.61
101.49000.44440	SURCHARGES-BLDG	5,000.00	2,068.02	928.43	2,931.98	41.36
101.49000.44480	SURCHARGES-ELECTRICAL	100.00	361.18	199.31	(261.18)	361.18
101.49000.47000	PERMANENT TRANSFERS OUT	40,000.00	0.00	0.00	40,000.00	0.00
Total Dept 49000 - MISCELLANEOUS		177,179.00	67,692.26	1,313.10	109,486.74	38.21
Expenditures		6,118,772.00	4,786,246.58	552,674.91	1,332,525.42	78.22
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		6,118,772.00	3,416,015.55	229,404.61	2,702,756.45	55.83
TOTAL EXPENDITURES		6,118,772.00	4,786,246.58	552,674.91	1,332,525.42	78.22
NET OF REVENUES & EXPENDITURES:		0.00	(1,370,231.03)	(323,270.30)	1,370,231.03	

GL Number	Description	2026 Amended Budget	YTD Balance 10/31/2026 Normal (Abnormal)	Activity For 10/31/2026 Increase (Decrease)	Available Balance 10/31/2026 Normal (Abnormal)	% Bdgt Used
Fund: 601 PUBLIC UTILITIES OPERATIONS						
Account Category: Revenues						
Department: 00000						
601.00000.34950	REFUNDS & REIMB	500.00	1,353.34	35.00	(853.34)	270.67
601.00000.36210	INTEREST EARNINGS	60,000.00	2,512.13	0.00	57,487.87	4.19
601.00000.37101	WATER COLLECTIONS	785,993.00	587,232.93	179.02	198,760.07	74.71
601.00000.37103	SALES TAX ADDED	8,000.00	7,622.82	0.00	377.18	95.29
601.00000.37104	PENALTIES/WATER	12,500.00	12,493.90	0.00	6.10	99.95
601.00000.37109	SAFE DRINKING WATER FEE	34,245.00	26,077.67	7.98	8,167.33	76.15
601.00000.37111	ADMINISTRATIVE CHARGE	195,145.00	139,833.05	42.83	55,311.95	71.66
601.00000.37115	ESTIMATE READING CHRG	0.00	85.00	0.00	(85.00)	100.00
601.00000.37149	WATER CONNECTION CHRG-INTEREST	0.00	464.64	0.00	(464.64)	100.00
601.00000.37150	WATER CONNECTION CHARGES-WAC	0.00	1,457.17	0.00	(1,457.17)	100.00
601.00000.37151	WATER RECONNECTION	0.00	250.00	0.00	(250.00)	100.00
601.00000.37172	WATER METER SALES	1,500.00	2,058.89	185.00	(558.89)	137.26
601.00000.37201	SEWER COLLECTIONS	1,110,195.00	988,382.01	188.62	121,812.99	89.03
601.00000.37204	PENALTIES-SEWER	15,000.00	18,313.57	0.00	(3,313.57)	122.09
601.00000.37250	SEWER CONNECTION CHARGES-SAC	0.00	3,767.32	0.00	(3,767.32)	100.00
601.00000.37251	SEWER CONNECTION CHRG-INTEREST	0.00	166.58	0.00	(166.58)	100.00
601.00000.39206	TRANSFER FROM RECYCLING FUND	3,500.00	0.00	0.00	3,500.00	0.00
Total Dept 00000		2,226,578.00	1,792,071.02	638.45	434,506.98	80.49
Revenues		2,226,578.00	1,792,071.02	638.45	434,506.98	80.49
Account Category: Expenditures						
Department: 49400 WATER DEPARTMENT						
601.49400.41010	FULL TIME EMPLOYEES	161,348.00	108,087.48	15,633.97	53,260.52	66.99
601.49400.41013	OVERTIME	5,500.00	2,293.62	191.10	3,206.38	41.70
601.49400.41020	ON CALL SALARIES	5,663.00	732.01	259.39	4,930.99	12.93
601.49400.41040	TEMPORARY EMPLOYEES	10,000.00	12,236.24	0.00	(2,236.24)	122.36
601.49400.41050	VACATION BUY BACK	2,500.00	782.83	0.00	1,717.17	31.31
601.49400.41210	PERA CONTRIBUTIONS-EMPLOYER	13,108.00	8,780.26	1,206.41	4,327.74	66.98
601.49400.41220	FICA/MC CONTRIBUTIONS-EMPLOYER	14,135.00	9,315.49	1,138.47	4,819.51	65.90
601.49400.41230	MN PAID LEAVE	0.00	515.76	63.61	(515.76)	100.00
601.49400.41300	HEALTH INSURANCE	32,899.00	24,540.68	2,668.48	8,358.32	74.59
601.49400.41313	LIFE INSURANCE	100.00	90.57	10.98	9.43	90.57
601.49400.41510	WORKERS COMPENSATION	8,133.00	6,646.53	1,017.67	1,486.47	81.72
601.49400.42000	OFFICE SUPPLIES	750.00	287.65	0.00	462.35	38.35
601.49400.42030	PRINTED FORMS	1,500.00	1,447.91	0.00	52.09	96.53
601.49400.42100	OPERATING SUPPLIES	1,200.00	843.21	0.00	356.79	70.27
601.49400.42120	MOTOR FUELS & LUBRICANTS	5,000.00	3,747.25	535.12	1,252.75	74.95
601.49400.42200	REPAIR & MAINTENANCE	85,000.00	114,364.08	0.00	(29,364.08)	134.55
601.49400.42210	EQUIPMENT PARTS	2,500.00	3,022.74	0.00	(522.74)	120.91
601.49400.42220	POSTAGE	3,000.00	3,133.97	72.54	(133.97)	104.47
601.49400.42221	TIRES	2,500.00	0.00	0.00	2,500.00	0.00
601.49400.42222	STREET REPAIRS	20,000.00	25,334.72	2,800.00	(5,334.72)	126.67
601.49400.42261	WATER TESTING	1,750.00	998.00	134.00	752.00	57.03
601.49400.42262	WATER METER & SUPPLIES	10,000.00	15,075.57	5,400.00	(5,075.57)	150.76
601.49400.42264	SAFE DRINKING WATER FEE	34,245.00	26,037.00	0.00	8,208.00	76.03
601.49400.42280	UNIFORM ALLOWANCE	1,600.00	1,078.48	0.00	521.52	67.41
601.49400.43010	AUDIT & ACCTG SERVICES	8,450.00	9,581.25	0.00	(1,131.25)	113.39
601.49400.43030	ENGINEERING FEES	1,000.00	0.00	0.00	1,000.00	0.00
601.49400.43040	LEGAL FEES	300.00	0.00	0.00	300.00	0.00

GL Number	Description	2026 Amended Budget	YTD Balance 10/31/2026 Normal (Abnormal)	Activity For 10/31/2026 Increase (Decrease)	Available Balance 10/31/2026 Normal (Abnormal)	% Bdgt Used
Fund: 601 PUBLIC UTILITIES OPERATIONS						
Account Category: Expenditures						
Department: 49400 WATER DEPARTMENT						
601.49400.43210	TELEPHONE	1,145.00	358.46	51.24	786.54	31.31
601.49400.43310	TRAVEL EXPENSE	1,500.00	0.00	0.00	1,500.00	0.00
601.49400.43500	PRINTING & PUBLISHING	14,500.00	17,289.85	0.00	(2,789.85)	119.24
601.49400.43600	INSURANCE	25,000.00	24,228.75	0.00	771.25	96.92
601.49400.43870	WATER USAGE-CITY OF BLAINE	12,000.00	7,484.06	2,953.96	4,515.94	62.37
601.49400.44000	CONTRACTUAL SERVICE	9,000.00	16,152.42	500.00	(7,152.42)	179.47
601.49400.44050	MAINTENANCE AGREEMENTS	12,120.00	12,569.13	56.03	(449.13)	103.71
601.49400.44300	CONFERENCE & SCHOOLS	2,700.00	2,706.00	0.00	(6.00)	100.22
601.49400.44330	DUES & SUBSCRIPTIONS	1,500.00	362.50	0.00	1,137.50	24.17
601.49400.44370	TAXES	12,000.00	13,411.47	2,763.00	(1,411.47)	111.76
601.49400.47000	PERMANENT TRANSFERS OUT	152,303.00	0.00	0.00	152,303.00	0.00
Total Dept 49400 - WATER DEPARTMENT		675,949.00	473,535.94	37,455.97	202,413.06	70.05
Department: 49402 WATER TREATMENT PLANT						
601.49402.42100	OPERATING SUPPLIES	500.00	337.59	0.00	162.41	67.52
601.49402.42120	MOTOR FUELS & LUBRICANTS	3,000.00	0.00	0.00	3,000.00	0.00
601.49402.42160	CHEMICALS & CHEMICAL PROD	30,000.00	25,810.57	7,440.55	4,189.43	86.04
601.49402.42200	REPAIR & MAINTENANCE	20,000.00	18,912.62	622.35	1,087.38	94.56
601.49402.42210	EQUIPMENT PARTS	10,000.00	532.13	27.96	9,467.87	5.32
601.49402.43030	ENGINEERING FEES	1,000.00	0.00	0.00	1,000.00	0.00
601.49402.43500	PRINTING & PUBLISHING	300.00	0.00	0.00	300.00	0.00
601.49402.43600	INSURANCE	19,733.00	20,486.65	0.00	(753.65)	103.82
601.49402.43810	ELECTRIC UTILITIES	105,000.00	89,555.01	36,497.68	15,444.99	85.29
601.49402.43830	GAS UTILITIES	4,000.00	2,797.46	51.02	1,202.54	69.94
601.49402.44000	CONTRACTUAL SERVICE	4,000.00	4,320.91	970.00	(320.91)	108.02
601.49402.44370	TAXES	2,550.00	550.00	0.00	2,000.00	21.57
601.49402.47000	PERMANENT TRANSFERS OUT	44,469.00	0.00	0.00	44,469.00	0.00
Total Dept 49402 - WATER TREATMENT PLANT		244,552.00	163,302.94	45,609.56	81,249.06	66.78
Department: 49450 SEWER DEPARTMENT						
601.49450.41010	FULL TIME EMPLOYEES	161,347.00	108,074.50	15,632.47	53,272.50	66.98
601.49450.41013	OVERTIME	5,500.00	2,292.44	191.04	3,207.56	41.68
601.49450.41020	ON CALL SALARIES	5,417.00	731.36	259.22	4,685.64	13.50
601.49450.41040	TEMPORARY EMPLOYEES	10,000.00	12,235.51	0.00	(2,235.51)	122.36
601.49450.41050	VACATION BUY BACK	2,500.00	782.77	0.00	1,717.23	31.31
601.49450.41210	PERA CONTRIBUTIONS-EMPLOYER	13,108.00	8,777.43	1,206.07	4,330.57	66.96
601.49450.41220	FICA/MC CONTRIBUTIONS-EMPLOYER	14,135.00	9,312.46	1,138.07	4,822.54	65.88
601.49450.41230	MN PAID LEAVE	0.00	514.06	63.44	(514.06)	100.00
601.49450.41300	HEALTH INSURANCE	32,899.00	24,536.84	2,668.15	8,362.16	74.58
601.49450.41313	LIFE INSURANCE	100.00	89.22	10.87	10.78	89.22
601.49450.41510	WORKERS COMPENSATION	10,555.00	6,273.02	1,017.52	4,281.98	59.43
601.49450.42000	OFFICE SUPPLIES	500.00	58.02	0.00	441.98	11.60
601.49450.42030	PRINTED FORMS	1,600.00	1,447.90	0.00	152.10	90.49
601.49450.42100	OPERATING SUPPLIES	500.00	0.00	0.00	500.00	0.00
601.49450.42120	MOTOR FUELS & LUBRICANTS	4,000.00	3,668.74	535.11	331.26	91.72
601.49450.42200	REPAIR & MAINTENANCE	15,000.00	30,267.80	0.00	(15,267.80)	201.79
601.49450.42210	EQUIPMENT PARTS	6,000.00	3,534.44	0.00	2,465.56	58.91
601.49450.42220	POSTAGE	2,500.00	2,743.98	72.54	(243.98)	109.76
601.49450.42221	TIRES	3,000.00	0.00	0.00	3,000.00	0.00
601.49450.42222	STREET REPAIRS	3,000.00	3,079.87	3,000.00	(79.87)	102.66

GL Number	Description	2026 Amended Budget	YTD Balance 10/31/2026 Normal (Abnormal)	Activity For 10/31/2026 Increase (Decrease)	Available Balance 10/31/2026 Normal (Abnormal)	% Bdgt Used
Fund: 601 PUBLIC UTILITIES OPERATIONS						
Account Category: Expenditures						
Department: 49450 SEWER DEPARTMENT						
601.49450.42262	WATER METER & SUPPLIES	5,000.00	0.00	0.00	5,000.00	0.00
601.49450.42280	UNIFORM ALLOWANCE	1,550.00	1,078.33	0.00	471.67	69.57
601.49450.43010	AUDIT & ACCTG SERVICES	8,450.00	9,581.25	0.00	(1,131.25)	113.39
601.49450.43030	ENGINEERING FEES	1,000.00	0.00	0.00	1,000.00	0.00
601.49450.43040	LEGAL FEES	300.00	0.00	0.00	300.00	0.00
601.49450.43210	TELEPHONE	875.00	358.49	51.24	516.51	40.97
601.49450.43310	TRAVEL EXPENSE	500.00	0.00	0.00	500.00	0.00
601.49450.43500	PRINTING & PUBLISHING	300.00	0.00	0.00	300.00	0.00
601.49450.43600	INSURANCE	24,100.00	24,210.75	0.00	(110.75)	100.46
601.49450.43810	ELECTRIC UTILITIES	6,250.00	4,664.01	1,343.79	1,585.99	74.62
601.49450.43840	METRO WASTE CONTROL	646,215.00	539,062.20	53,851.22	107,152.80	83.42
601.49450.44000	CONTRACTUAL SERVICE	10,000.00	13,708.77	500.00	(3,708.77)	137.09
601.49450.44050	MAINTENANCE AGREEMENTS	9,995.00	9,659.04	1,846.02	335.96	96.64
601.49450.44300	CONFERENCE & SCHOOLS	1,500.00	1,250.00	0.00	250.00	83.33
601.49450.44330	DUES & SUBSCRIPTIONS	300.00	212.50	0.00	87.50	70.83
601.49450.44390	MISCELLANEOUS	9,193.00	0.00	0.00	9,193.00	0.00
601.49450.44450	RESERVE CAPACITY CHARGES	12,425.00	2,771.44	0.00	9,653.56	22.31
601.49450.47000	PERMANENT TRANSFERS OUT	276,463.00	0.00	0.00	276,463.00	0.00
Total Dept 49450 - SEWER DEPARTMENT		1,306,077.00	824,977.14	83,386.77	481,099.86	63.16
Expenditures		2,226,578.00	1,461,816.02	166,452.30	764,761.98	65.65
Fund 601 - PUBLIC UTILITIES OPERATIONS:						
TOTAL REVENUES		2,226,578.00	1,792,071.02	638.45	434,506.98	80.49
TOTAL EXPENDITURES		2,226,578.00	1,461,816.02	166,452.30	764,761.98	65.65
NET OF REVENUES & EXPENDITURES:		0.00	330,255.00	(165,813.85)	(330,255.00)	

REVENUE AND EXPENDITURE REPORT FOR CITY OF SPRING LAKE PARK

Balance As Of 10/31/2026

GL Number	Description	2026 Amended Budget	YTD Balance 10/31/2026 Normal (Abnormal)	Activity For 10/31/2026 Increase (Decrease)	Available Balance 10/31/2026 Normal (Abnormal)	% Bdgt Used
Fund: 603 STORMWATER UTILITY						
Account Category: Revenues						
Department: 00000						
603.00000.36210	INTEREST EARNINGS	2,500.00	3.51	0.00	2,496.49	0.14
603.00000.36504	STORMWATER COLLECTION	160,819.00	122,052.17	20.97	38,766.83	75.89
603.00000.36506	STORMWATER PENALITIES	1,500.00	2,074.87	0.00	(574.87)	138.32
Total Dept 00000		164,819.00	124,130.55	20.97	40,688.45	75.31
Revenues		164,819.00	124,130.55	20.97	40,688.45	75.31
Account Category: Expenditures						
Department: 49785 STORMWATER UTILITY						
603.49785.41010	FULL TIME EMPLOYEES	27,488.00	22,486.45	3,178.37	5,001.55	81.80
603.49785.41050	VACATION BUY BACK	1,000.00	0.00	0.00	1,000.00	0.00
603.49785.41210	PERA CONTRIBUTIONS-EMPLOYER	2,137.00	1,737.28	238.40	399.72	81.30
603.49785.41220	FICA/MC CONTRIBUTIONS-EMPLOYER	2,180.00	1,731.08	236.99	448.92	79.41
603.49785.41230	MN PAID LEAVE	109.00	91.79	12.54	17.21	84.21
603.49785.41300	HEALTH INSURANCE	4,339.00	3,561.12	387.47	777.88	82.07
603.49785.41313	LIFE INSURANCE	16.00	14.29	1.72	1.71	89.31
603.49785.41510	WORKERS COMPENSATION	1,709.00	873.68	118.54	835.32	51.12
603.49785.42200	REPAIR & MAINTENANCE	20,000.00	26,477.41	0.00	(6,477.41)	132.39
603.49785.42280	UNIFORM ALLOWANCE	300.00	87.51	0.00	212.49	29.17
603.49785.43030	ENGINEERING FEES	10,000.00	848.75	280.75	9,151.25	8.49
603.49785.43040	LEGAL FEES	500.00	0.00	0.00	500.00	0.00
603.49785.43310	TRAVEL EXPENSE	200.00	0.00	0.00	200.00	0.00
603.49785.44000	CONTRACTUAL SERVICE	29,650.00	17,867.50	0.00	11,782.50	60.26
603.49785.44389	CONTINGENCY FUND	691.00	0.00	0.00	691.00	0.00
603.49785.45000	CAPITAL OUTLAY	64,500.00	0.00	0.00	64,500.00	0.00
Total Dept 49785 - STORMWATER UTILITY		164,819.00	75,776.86	4,454.78	89,042.14	45.98
Expenditures		164,819.00	75,776.86	4,454.78	89,042.14	45.98
Fund 603 - STORMWATER UTILITY:						
TOTAL REVENUES		164,819.00	124,130.55	20.97	40,688.45	75.31
TOTAL EXPENDITURES		164,819.00	75,776.86	4,454.78	89,042.14	45.98
NET OF REVENUES & EXPENDITURES:		0.00	48,353.69	(4,433.81)	(48,353.69)	
Report Totals:						
TOTAL REVENUES - ALL FUNDS		8,510,169.00	5,332,217.12	230,064.03	3,177,951.88	62.66
TOTAL EXPENDITURES - ALL FUNDS		8,510,169.00	6,323,839.46	723,581.99	2,186,329.54	74.31
NET OF REVENUES & EXPENDITURES:		0.00	(991,622.34)	(493,517.96)	991,622.34	

CASH SUMMARY REPORT FOR CITY OF SPRING LAKE PARK

From 01/01/2026 to 10/31/2026

Fund	Description	Beginning Balance 01/01/2026	Total Debits	Total Credits	Ending Balance 10/31/2026
101	GENERAL FUND	3,093,611.19	3,683,875.94	5,084,498.67	1,692,988.46
102	ELECTION FUND	109,614.09	2,860.75	15,416.03	97,058.81
103	POLICE RESERVES & SAFETY EDUCATION FUND	25,240.68	4,338.75	2,445.48	27,133.95
104	NORTH CENTRAL SUBURBAN CABLE	19,457.93	4,973.69	89.90	24,341.72
108	POLICE FORFEITURES	16,263.48	1,180.75	4,454.93	12,989.30
112	ESCROW TRUST FUND	138,701.08	43,398.43	36,563.45	145,536.06
115	COMPREHENSIVE PLAN UPDATE	11,343.58	57.25	41.97	11,358.86
224	SMALL EQUIPMENT FUND	7,458.73	11,350.60	15,714.19	3,095.14
225	PARK ACQUISITION & IMPRV FUND	92,342.52	465.79	1,481.41	91,326.90
226	PARK EQUIPMENT & IMPRV	278,941.81	1,989.61	102,323.60	178,607.82
227	HRA EXCESS	147,466.88	237,020.12	82,650.81	301,836.19
229	SANBURNOL PARK IMPROVEMENT FUND	33,534.03	3,177.63	135.13	36,576.53
230	RECYCLING FUND	118,451.44	247,194.76	190,880.06	174,766.14
234	STREET LIGHTING FUND	92,292.09	37,262.77	33,776.67	95,778.19
235	RIGHT OF WAY MAINT	2,121.81	10.70	7.85	2,124.66
237	PARK & RECREATION SPECIAL PRJ	5,607.72	28.30	315.10	5,320.92
238	GRANTS & SPECIAL PRJ	2,126.67	15,014.70	63.10	17,078.27
240	TOWER DAYS	26,695.79	19,021.80	41,698.18	4,019.41
243	PUBLIC SAFETY RADIO REPLACEMENT	135,688.59	684.51	17,857.97	118,515.13
244	RECREATION PROGRAMS FUND	475,702.97	580,678.75	462,660.81	593,720.91
248	TRAFFIC EDUCATION FUND	38,375.87	193.71	141.97	38,427.61
249	EMERGENCY MANAGEMENT	23,147.93	116.75	174.11	23,090.57
250	ANIMAL CONTROL	6,519.59	29.45	1,930.30	4,618.74
251	FORESTRY	119,367.16	541.00	68,783.13	51,125.03
304	N METRO TELECOMMUNICATIONS 2016A	0.00	1.52	0.01	1.51
306	LEGENDS OF SLP-TIF 6.1	78,469.79	24,582.63	75,908.87	27,143.55
331	2017A GO EQUIP CERT DEBT (SBM FIRE)	0.00	80.17	0.30	79.87
335	2024A G. O. C. I. P. BOND	165,969.66	688,577.48	163,568.25	690,978.89
384	2005A G.O. CAPITAL (FIRE) IMPROV BOND	0.00	297.62	23,409.00	(23,111.38)
400	REVOLVING CONSTRUCTION FUND	1,112,388.18	134,340.85	75,225.47	1,171,503.56
401	CAPITAL INVESTMENT FUND	1,890,912.07	9,544.22	6,995.42	1,893,460.87
402	MSA MAINTENANCE	279,265.64	106,006.83	35,751.22	349,521.25
403	CAPITAL REPLACEMENT	456,227.04	2,300.25	4,772.71	453,754.58
407	SEALCOATING FUND	278,674.22	89,692.21	12,752.73	355,613.70
410	LAKESIDE LIONS PARK IMPROVEMENT	24,089.32	121.58	89.12	24,121.78
416	BUILDING MAINT & RENEWAL FUND	224,052.08	268,251.80	23,031.08	469,272.80
434	EQUIPMENT FUND	41,599.27	213,439.44	63,654.96	191,383.75
435	2024 CITY HALL RENOVATION/EXPANSION PRO	1,204,802.92	15,586.75	1,091,604.13	128,785.54
600	PUBLIC UTILITIES RENEWAL & REPLACEMENT	1,767,622.12	139,158.76	55,500.51	1,851,280.37
601	PUBLIC UTILITIES OPERATIONS	390,855.67	2,323,279.00	1,665,485.88	1,048,648.79
603	STORMWATER UTILITY	75,543.04	143,144.13	78,424.10	140,263.07
700	SEVERANCE FUND	33,504.71	0.00	38,632.23	(5,127.52)
705	PUBLIC SAFETY AID	194,293.50	980.68	718.79	194,555.39
750	PAYROLL CLEARING	91,634.78	2,042,874.76	1,905,599.92	228,909.62
	REPORT TOTALS:	13,329,977.64	11,097,727.19	11,485,229.52	12,942,475.31

Memorandum

Spring Lake Park
History. Community. Home.

To: **Mayor Nelson and Members of the City Council**
From: **Daniel R. Buchholtz, ICMA-CM, Administrator, Clerk/Treasurer**
Date: **October 30, 2026**
Subject: **Metropolitan Council 2050 Comprehensive Plan Grant Agreement**

The City of Spring Lake Park has been awarded a Local Planning Assistance Grant from the Metropolitan Council to assist with preparation of the City's 2050 Comprehensive Plan Update. The grant provides $40,000 in base funding, with the opportunity to receive an additional $14,000 in performance-based incentives, for a total potential award of $54,000.

The Metropolitan Council established the Local Planning Assistance Program to assist communities with the costs associated with updating their comprehensive plans, as required by the Metropolitan Land Planning Act.

- The grant agreement provides the following funding:
- Base Grant: $40,000 to support preparation and adoption of the 2050 Comprehensive Plan.
- Early Completion Incentive: $4,000 if the plan is submitted by October 10, 2028, and determined complete by October 31, 2028.
- Regional Goals Incentive: $10,000 if the City's plan satisfies the Metropolitan Council's criteria for advancing regional goals.

The agreement requires the City to submit semiannual progress reports, complete its comprehensive plan update by December 31, 2028, and comply with applicable grant requirements.

The grant will offset City costs associated with preparing the 2050 Comprehensive Plan, including eligible staff time and planning activities. The City will receive $20,000 following execution of the agreement and approval of its work plan, with the remaining base funding and any earned incentives distributed upon completion of the required milestones.

Staff recommends that the City Council approve the Metropolitan Council Local Planning Assistance Grant Agreement (SG-26C-01-13) and authorize the Mayor and City Administrator to execute the agreement on behalf of the City.

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

METROPOLITAN COUNCIL
LOCAL PLANNING ASSISTANCE PROGRAM
GRANT AGREEMENT

Program: Local Planning Assistance / Planning Assistance Grants	
Grant #: SG-26C-01-13	**Grantee:** Spring Lake Park
Project Title: 2050 Comprehensive Plan Update	
Project Activity Period: December 17, 2025 - December 31, 2029	
Total Grant Amount:	$54,000.00
2026 Local Planning Assistance	$54,000.00
Base Award: **Early Plan Completion Incentive:** **Advancing Regional Goals Incentive:**	$40,000.00 $4,000 $10,000
Council Approval:	Business Item # 2025-305 (December 17, 2025)
Authorized Council Representative: Erin Brueggemann, Erin.Brueggemann@metc.state.mn.us	
Authorized Grantee Representative: Daniel Buchholtz, dbuchholtz@springlakeparkmn.gov	
Authorization(s): MN Stat 473.867	

RECITALS

1. This Agreement ("Agreement") is made and entered into on the Effective Date by the Metropolitan Council ("the Council") and the "Grantee," which is the date the agreement has been fully executed by both parties.

2. Minnesota Statutes section 473.867 authorizes the Council to establish a planning assistance fund to help local governmental units in the seven-county metropolitan area conduct and implement comprehensive planning activities, including the “decennial” review of local comprehensive plans and fiscal devices and official controls as required by section 473.864, subdivision 2.

3. On October 22, 2025, and on December 17, 2025, the Council adopted need-based eligibility criteria for awarding available local planning program assistance and established grant amounts for eligible grantees.

4. Grantee is an eligible city, county, or town in the metropolitan area as defined in Minnesota Statutes section 473.121, or is an eligible metropolitan-area city or town acting in partnership with at least 4 other cities or towns and is authorized to submit a joint application and execute this Agreement on behalf of the partnership or consortium.

5. Grantee submitted an application for local planning assistance grant funds and was awarded a grant to help fund eligible comprehensive planning activities identified in the application.

In reliance on the statements above and in consideration of the mutual promises and covenants contained in this Agreement, the Grantee and the Council agree as follows:

I. DEFINITIONS

1.01 Definition of Terms. For the purposes of this Agreement, the terms defined in this paragraph have the meanings given them in this paragraph unless otherwise provided or indicated by the context.

(a) "***Comprehensive Development Guide***" or Regional Development Guide, means the comprehensive development guide for the seven-county metropolitan area adopted by the Council pursuant to Minnesota Statutes section 473.145. The *Comprehensive Development Guide-Imagine 2050,* includes five system and policy plans, Land Use, Water, Regional Parks and Trails, Housing and Transportation (as amended) adopted by the Council pursuant to Minnesota Statutes section 473.145; the *Master Water Supply Plan* adopted by the Council pursuant to Minnesota Statutes section 473.1565; and the "Metropolitan Systems Plans" adopted by the Council pursuant to Minnesota Statutes sections 473.146 and 473.147.

(b) "***Comprehensive Plan***" means a local comprehensive plan update required under Minnesota Statutes section 473.864, subdivision 2 that complies with Minnesota Statutes sections 473.858 through 473.865 and other applicable laws, including those provisions in section 473.859 requiring housing elements and housing implementation programs.

(c) "***Metropolitan Land Planning Act***" means the land use planning provisions of Minnesota Statutes Chapter 473, including Minnesota Statutes section 473.175 and sections 473.851 through 473.871.

(d) "***Metropolitan System Plans***" means the transportation portion of the *Comprehensive Development Guide,* and the policy plans, and capital budgets for metropolitan wastewater service, transportation, and regional recreation open space.

(e) ***"Base Award"*** means the amount of the grant that Grantee shall receive to support the development and submission of a Comprehensive Plan by December 31, 2028, identified on page 1 of this Agreement.

(f) ***"Early Plan Completion Incentive"*** means a grant amount available to the Grantee in addition to the Base Award if their Comprehensive Plan is deemed complete by October 31, 2028. The amount is identified on page 1 of this Agreement.

(g) ***"Advancing Regional Goals Incentive"*** means a grant amount available to the Grantee in addition to the Base Award if Council staff determine their Comprehensive Plan has met the criteria, as defined in the grant guide, for advancing one of the people-centric regional goals, which include: a more equitable and inclusive region; healthy and safe communities; and a dynamic and resilient region. The amount is identified on page 1 of this Agreement.

(h) "***Work Plan"*** means a plan the grantee creates and submits to the Council for review and approval, detailing the steps and components of their comprehensive planning process. A Council-approved Work Plan is required to receive payments on this grant.

II. GRANT PROJECT AND FUNDING

2.01 Project. The Grantee agrees to perform and complete in a satisfactory and proper manner the Project specified in the Grantee's Work Plan, incorporated into this Agreement by reference in accordance with the terms and conditions of this Agreement. The Work Plan describes the activities to be completed by the Grantee and a proposed schedule for the completion of the Project. All Project activities must be consistent with the scope of work within the Work Plan, as approved by a Council Sector Representative.

2.02 Authorized Use of Funds. The Grantee is authorized to use the grant funds only for costs directly incurred for the activities described in the Grantee's approved Work Plan. No other use of the grant funds is permitted.

2.03 Grant Amount. The Council will make available to the Grantee up to the Total Grant Amount identified on page 1 of this Agreement. The Council's obligation under this Agreement shall not exceed the Total Grant Amount and the Council shall bear no responsibility for any cost overruns or funding requirements beyond the Grant Amount that may be incurred by the Grantee.

2.04 Base Award Grant Conditions. The Base Award grant funds are made available to the Grantee subject to the Council's authorization of the Grantee's Comprehensive Plan and to the following terms and conditions:

(a) ***Consultation with Council and Adjacent Review.*** The Grantee must submit its draft plan update to adjacent governmental units for a 6-month adjacent review period as required by Minnesota Statutes section 473.858, subdivision 2 prior to submitting the plan update to the Council for review. Prior to submitting its draft plan to adjacent units, the Grantee must consult with the Metropolitan Council Sector Representative for its district at least twice to update the Council on plan progress and potential policy conflicts.

(b) ***Timely Plan Update Submission.*** Notwithstanding the December 31, 2029 "End Date" identified on Page 1 of this Agreement, the Grantee must review and submit an update to its comprehensive plan that has been adopted by the local governing body via resolution, as required by Minnesota Statutes section 473.864, subdivision 2, by December 31, 2028.

(c) ***Consultation with Watershed Management Organizations.*** The Grantee must ensure local surface water management planning requirements of Minnesota Statutes sections 473.859, subdivision 2 and 103B.235 are met by the December 31, 2028, deadline.

(d) ***Completeness; Plan Content.*** The comprehensive plan submitted by the Grantee must be "complete" as described in the Council's *Local Planning Handbook*, which is available online at handbook.metrocouncil.org, and must comply with the plan content requirements of Minnesota Statutes section 473.859 and other applicable law. If the plan is not complete as described in the *Local Planning Handbook*, the plan must be made complete within three (3) months of the incompleteness determination, or as otherwise mutually agreed to by the Council and the Grantee.

(e) ***Conformance to Metropolitan System Plans and Policy Plans.*** The comprehensive plan submitted by the Grantee must conform to Metropolitan System Plans of the Council, found within *Imagine 2050*. The Comprehensive Plan is deemed to comply with this condition if the Council concludes after its review that the plan is not likely to have a substantial impact on or contain a substantial departure from Metropolitan System Plans and allows the plan to go into effect without a plan modification.

(f) **Consistency and Compatibility.** The Comprehensive Plan submitted by the Grantee must be consistent with the adopted policies of the Council, including land use policy, housing policy, and others as defined in *Imagine 2050*. In addition, the comprehensive plan must also be compatible with the plans of adjacent and affected jurisdictions.

2.05 Incentive Award Conditions. The Council will disburse one or both of the incentive award amounts listed on page 1 of this Agreement according to the Schedule in Paragraph 2.06, if the terms and conditions in Paragraph 2.04 have been met in addition to the following conditions:

(a) To receive the Early Plan Completion Incentive, the Grantee's submitted Comprehensive Plan must have been deemed complete by Council Staff no later than October 31, 2028. The Council has 15 business days from submittal to review the application for completeness. The last day to submit a Comprehensive Plan for the Early Plan Completion incentive is October 10, 2028.

(b) To receive the Advancing Regional Goals Incentive, the Grantee must meet the following requirements:

i. Have an approved Work Plan that includes local strategies to advance the people-centered goals of the Comprehensive Development Guide, Imagine 2050. The

Work Plan must reflect a plan and process consistent with achieving the outcomes described in this section, or similar.

ii. Include policies or plans in their Comprehensive Plan Update that materially advance the three people-centered regional goals.

iii. Submit a final report that describes how planning activities influenced the goals, policies and plans included in the comprehensive plan update, and point to measures that would be impacted by these plans.

2.06 Disbursement of Grant Funds. The Council will disburse grant funds based on the milestones below.

(a) **First payment.** Fifty percent (50%) of the Base Grant Amount will be disbursed to the Grantee after the following conditions have been met:

i. This agreement is fully executed by all parties.

ii. Council Sector Representative approval of the Work Plan.

(b) **Second and final payment.** The Council will disburse the remaining fifty percent (50%) of the Base Grant Amount, plus any Incentives Award amounts for which conditions have been met according to Paragraph 2.05, after the following conditions have been met:

i. The Grantee has submitted, as appropriate, either (*i*) the entire current comprehensive plan and the certification by local governing body required under Minnesota Statutes section 473.864, subdivision 2(a); or (*ii*) the entire updated comprehensive plan and amendment or amendments to its comprehensive plan necessitated by its review to the Council for review.

ii. The Grantee has complied with the terms and conditions stated in Paragraph 2.04.

iii. The Council has reviewed and authorized the Grantee's submission.

iv. The Grantee has adopted the Council-authorized Comprehensive Plan.

v. The Grantee has submitted a final report required in Paragraph 2.08.

2.07 Repayment of Grant Funds. The Council may rescind grant funds already disbursed in the event that the Council determines, in its sole discretion, that the Grantee's Comprehensive Plan Update does not meet the conditions in Paragraph 2.04. In this event, the Grantee agrees to remit the initial disbursement to the Council in a prompt manner.

2.08 Required Reporting. The Grantee will submit semi-annual progress reports and a final report. Reporting requirements shall survive the expiration or termination of this Agreement.

a. ***Semi-Annual Progress Reports***. The Grantee will report to the Council written progress reports in a form determined by the Council on a semiannual basis by January 31 (for the period July 1 through December 31) and July 31 (for the period January 1 through June 30) of each calendar year during the term of this Agreement. The Grantee reports shall describe the status of the Project activities described or identified in the Work Plan.

b. ***Final Report***. Within 90 days of the expiration of this Agreement and prior to the final payment, the Grantee shall submit to the Council a final project report that provides the completed project results. The Grantee must submit the closeout requirements in a format determined by the Council summarizing all Project activities and outcomes.

2.09 Mid-Point Check In. In 2027, Grantee will meet with a Council Sector Representative to review progress on the Grantee's Comprehensive Plan and to make any necessary updates the Grantee's Work Plan including Advancing Regional Goals, as applicable.

2.10 Amendments and Extension. The Council and the Grantee may amend this Agreement by written mutual consent. Amendments, changes, or modifications to the Grantee's approved Work Plan shall be effective only with the written approval from an authorized Council's representative. The term of this Agreement may be extended by written agreement of the Council, but only in conjunction with an extension authorized under Minnesota Statutes section 473.864, subdivision 2. If the Grantee requests a change to the Project including but not limited to additional time to complete, the Grantee must submit to the Council a written request at least ninety (90) calendar days prior to the end of the Activity Period. No extension is possible for the Early Plan Completion Incentive.

2.11 Term and Closeout. The Term for this Agreement is the period identified as the Activity Period on Page 1. Unless terminated pursuant to Paragraph 2.12 or extended by written agreement pursuant to Paragraph 2.10, this Agreement will expire on the last day of the "Grant Activity Period" identified at Page 1 of this Agreement. The Grantee has 90 calendar days after the Expiration Date to provide documentation and information necessary to close out this Agreement and receive the final disbursement. This 90-day closeout period does not extend deadlines for submitting a Comprehensive Plan established in this Agreement. **If grantee fails to meet this closeout deadline, all grant funds may revert to the Council.**

2.12 Termination. This Agreement may be terminated by the Council for cause at any time upon fourteen (14) calendar days' written notice to the Grantee. Cause shall mean a material breach of this Agreement and any amendments of this Agreement. Termination of this Agreement does not alter the Council's authority to recover grant funds on the basis of a later audit or other review, and does not alter the Grantee's obligation to return any funds due to the Council as a result of later audits or corrections. If the Council determines the Grantee has failed to comply with the terms and conditions of this Agreement, the Council may take any action to protect the Council's interests and may require the Grantee to return all or part of the grant funds already disbursed.

III. GENERAL PROVISIONS

3.01 Accounting and Recordkeeping. The Grantee agrees to establish and maintain a separate account for the Project and maintain accurate and complete accounts, records, documents, and other evidence relating to the receipt and expenditure of all funds relating to the Agreement, including match funds as applicable. Such accounts and records shall be kept and maintained by

the Grantee for a period of six (6) years following the expiration of the Agreement. Accounting methods shall be in accordance with generally accepted accounting principles.

3.02 Audit. Pursuant to Minn. Stat. § 16C.05, subd. 5, the Grantee's books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by the Council and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six (6) years from the end of this Agreement.

3.03 Indemnification and Liability. To the fullest extent permitted by law, the Grantee shall defend, indemnify, and hold harmless the Council and its members, employees, and agents from and against all claims, damages, losses, and expenses, including but not limited to attorneys' fees, arising out of or resulting from the conduct or implementation of the Project activities funded by this grant, except to the extent the claims, damages, losses and expenses arise from the Council's own negligence. This obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which otherwise would exist between the Council and the Grantee. This indemnification shall not be construed as a waiver on the part of either the Grantee or the Council of any immunities or limits on liability provided by Minnesota Statutes chapter 466, or other applicable state or federal law.

3.04 Publicity and Acknowledgment. The Grantee will acknowledge the financial assistance provided by the Council in promotional materials, press releases, reports, and publications relating to the Project. The acknowledgment will contain the following or comparable language: Funding for this project was provided by the Metropolitan Council. Any publicity regarding the Grant must identify the Council as the sponsoring agency and must not be released without prior written approval from the Council's Authorized Representative. All projects primarily funded by state grant appropriations must publicly credit the State of Minnesota, including on the grantee's website when practicable.

3.05 Permits, Bonds and Approvals. Permits, Bonds, and Approvals. The Grantee and its subrecipients or developers, if any, are responsible for obtaining all applicable local and state licenses, permits, bonds, and authorizations necessary for performing the Project.

3.06 Governing Law. Jurisdictions, Venue, and Governing Law. Venue for all legal proceedings arising out of this Agreement, or breach of this Agreement, shall be in a state or federal court with competent jurisdiction in Ramsey County, Minnesota. All matters relating to the performance and interpretation of this Agreement shall be controlled by and determined in accordance with the laws of the State of Minnesota, excluding its choice of laws rules.

3.07 Small Disadvantaged Businesses. The Council maintains a list of Small Disadvantaged Businesses that the Grantee and its contractors are encouraged to use. This list and technical assistance are available through the Council's Office of Equal Opportunity at http://mcub.metc.state.mn.us. The Grantee and its contractors are also encouraged to use Small Disadvantaged Businesses that are certified through other government programs. The Council expects the Grantee and Grantee's contractors to make reasonable efforts to solicit and include

Small Disadvantaged Businesses in economic activities that arise from the Grantee's use of grant funds.

3.08 Monitoring. The Grantee agrees to attend Grantee meetings as requested by the Council and to permit site visits by Council staff during business hours upon reasonable notice. As applicable, the Council reserves the right to monitor all the Grant Project activities and records pursuant to Minn. Stat. § 16B.98, subd. 6,

3.09 Assignment. The Grantee may neither assign nor transfer any rights or obligations under this Agreement without the prior consent of the Council and a fully executed Assignment Agreement. The Council may condition such consent on compliance by the Grantee with terms and conditions specified by the Council.

3.10 Authorization to Reproduce Images. The Grantee certifies that the Grantee: (a) is the owner of any renderings, images, perspectives, sections, diagrams, photographs or other copyrightable materials (collectively, "copyrightable materials") that are submitted by the Grantee to the Council, or that the Grantee is fully authorized to grant permissions regarding the copyrightable materials; and (b) the copyrightable materials do not infringe upon the copyrights of others. The Grantee agrees the Council has a nonexclusive royalty-free license and all necessary permissions to reproduce and publish the copyrightable materials for noncommercial purposes, including but not limited to press releases, presentations, reports, and on the internet. The Grantee also agrees the Grantee will not hold the Council responsible for the unauthorized use of the copyrightable materials by third parties.

3.11 Data Practices. The Grantee and Council must comply with the Minnesota Government Data Practices Act, Minn. Stat. chapter 13, as it applies to all data provided by the Council under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this Agreement. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data referred to in this clause by either the Grantee or the Council. If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the Council.

3.12 Workers Compensation. The Grantee certifies that it is in compliance with Minn. Stat. §176.181, Subd. 2, pertaining to workers' compensation insurance coverage and that it, and any of its contractors or materials suppliers, if any, under this Agreement, comply with the tax withholding on wage requirements of Minnesota Statutes, section 290.92. The Grantee's employees and agents will not be considered Council employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the Council's obligation or responsibility.

3.13 Warranty of Legal Capacity. The individuals signing this Agreement on behalf of the Grantee and on behalf of the Council represent and warrant on the Grantee's and the Council's behalf respectively that the individuals are duly authorized to execute this Agreement on the

Grantee's and the Council's behalf respectively and that this Agreement constitutes the Grantee's and the Council's valid, binding, and enforceable agreements.

3.14 Electronic Signatures. The electronic signatures of the Council's and the Grantee's authorized representatives shall be valid as an original signature of the authorized representatives and shall be effective to bind the Council and the Grantee under this Agreement. This Agreement containing, or to which there is affixed, an electronic signature shall be deemed to: (a) be "written" or "in writing"; (b) have been signed; and (c) constitute a record established and maintained in the ordinary course of business and an original written record when printed from electronic files. "Electronic signature" also means a manually signed original signature that is then transmitted by any electronic means, including without limitation a faxed version of an original signature or an electronically scanned and transmitted version (e.g., via PDF) of an original signature. The Council's or the Grantee's failure to produce the original signature of any electronically transmitted signature shall not affect the enforceability of this Agreement.

3.15 Effective Date. This Agreement is effective on the date this Agreement is fully executed by both Parties' authorized representatives.

3.16 Counterparts. This Agreement may be executed in counterpart, each of which counterpart constitutes an original, but both of which together constitute one instrument.

3.17 Equal Opportunity, Nondiscrimination, and Affirmative Action. The Grantee agrees to comply with all applicable laws, rules, and regulations relating to nondiscrimination and affirmative action in public purchase, involvement, and use. In particular, the Grantee agrees not to discriminate against any employee or applicant for employment because of race, color, creed, religion, sex, sexual orientation, national origin, marital status, disability, status with regard to public assistance, membership or activity in a local civil rights commission, or age, and to take affirmative action to insure that applicants and employees are treated equally with respect to all aspects of employment, rates of pay and other forms of compensation, and selection for training. In addition, the Grantee agrees to include affirmative action and equal employment provisions in any written contract entered into after the date of execution of this agreement which involves the provision of work or services which will be paid for in whole or in part out of the grant proceeds.

3.18 Conflict of Interest. The members, officers, and employees of the Grantee shall comply with all applicable state statutory and regulatory conflict of interest laws and provisions.

IN WITNESS WHEREOF, the Grantee and the Council have caused this Agreement to be executed by their duly authorized representatives. This Agreement is effective on the date of final execution by the Council.

GRANTEE	**METROPOLITAN COUNCIL**

City of Spring Lake Park
1301 81st Avenue NE
Spring Lake Park, MN 55432
763-784-6491

Contractor's Licenses
November 16, 2026

General Contractor

Manarola, LLC.

Mechanical Contractor

Action Heating and Air, Inc.

Admiral Radon & Mechanical Services

Plumbing Contractor

Apollo Plumbing, Inc.

Sewer & Water Contractor

North Star Sewer & Water

City of Spring Lake Park
1301 81st Avenue NE
Spring Lake Park, MN 55432
763-784-6491

Sign Permit
November 16, 2026

Sign Permit

1100 81st Ave

Softball and Baseball Scoreboards

SIGN PERMIT APPLICATION

City of Spring Lake Park
1301 81st Ave NE
Spring Lake Park, MN 55432
763-784-6491
Permits@slpmn.org

JOB ADDRESS: 1100 81st ave. NE Spring Lake Park, MN 55432

APPLICANT INFORMATION:

Name: Spring Lake Park Schools
Address: 1415 81st. Ave. NE Spring Lake Park, MN 55432
Email: sgiven@district16.org Phone: 763-600-5000

__ New Construction
x Remodel
__ Word Change

CONTRACTORS INFORMATION:

Please Note: Contractors must be licensed with the City of Spring Lake Park

Name: JL Dimel LLC
Address: 12 Amokee Place, Tipp City, Ohio 45371
Email: joe@digitalscoreboardsohio.com Phone: 614-519-7684
State License #: _____ Expiration Date: _____

DESCRIPTION OF WORK TO BE COMPLETED:

Replace the existing scoreboard on the High School Softball Field with a new scoreboard.

Square Footage of front of Building (Length X Width). _____
Square Footage of all existing signs (Length X Width): 652 ☑
Square footage of proposed sign or signs (Length X Width) 198 ☑

IS AN ELECTRICAL PERMIT REQUIRED? Yes __ No X

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

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

⇨ **Applicant Signature:** Shane Givens **Date:** 10-6-26

City of Spring Lake Park
1301 81st Ave NE
Spring Lake Park, MN 55432
763-784-6491
Permits@slpmn.org

SIGN PERMIT APPLICATION

REQUIREMENTS:

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

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

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

Include a drawing showing location and message on sign.

If you are not the owner of the property, include a **SIGNED** letter from the owner giving permission to erect the sign.

If the application is **NOT** fully completed, it will be denied at time of processing. Please verify that all necessary information is legible and plans are included with job cost estimates.

NOTE: All applications are due by noon on the Tuesday preceding the Council Meeting.

*****FOR OFFICE USE ONLY*****

Fee: $272.50 Receipt Number: _____

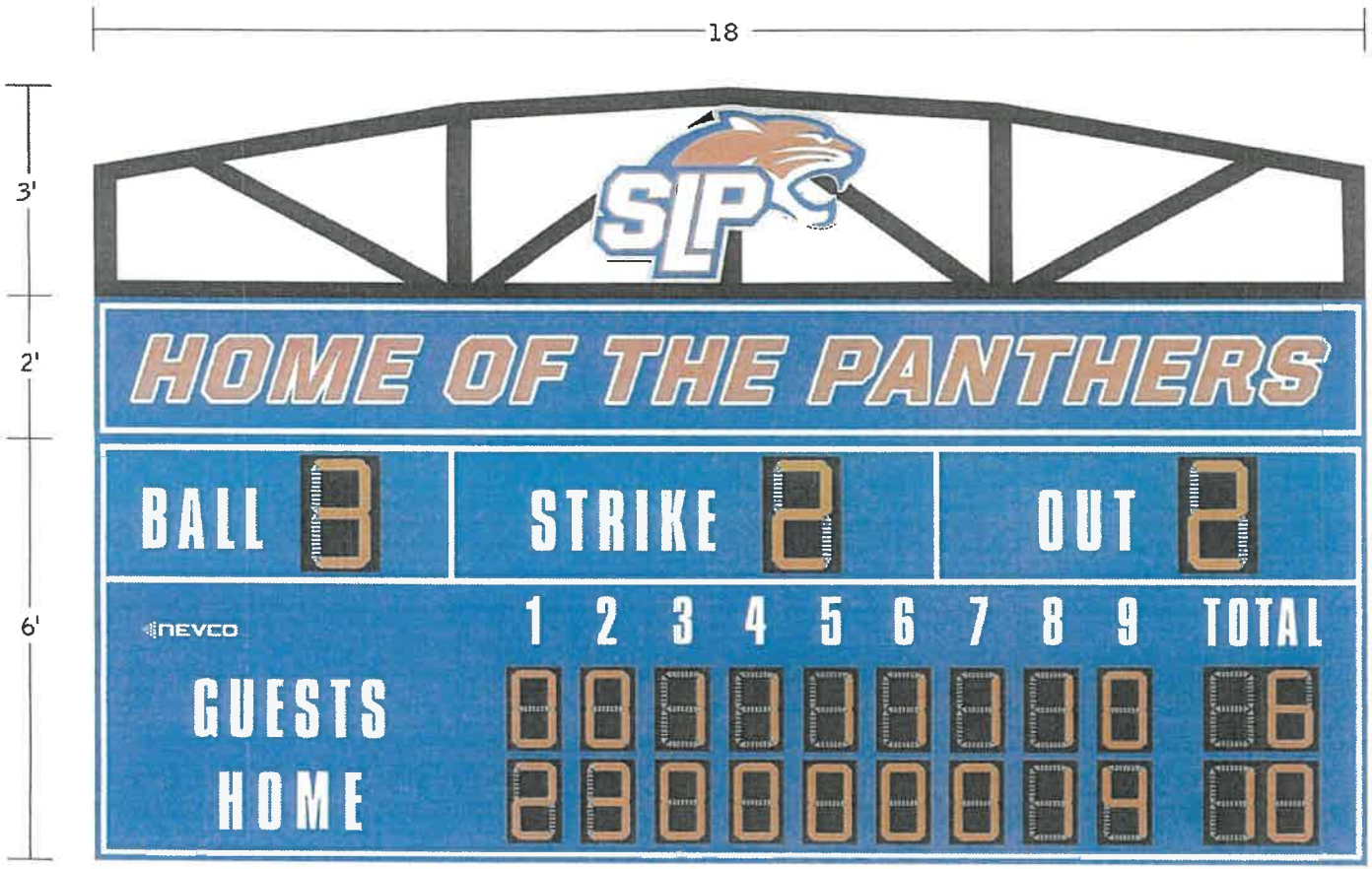
Date of Approval: _____ Date of Issue: _____

Reason for Denial: _____

proposed
198 SF − $75 + 1.25(158) = 197.50 $272.50

SPRING LAKE PARK HIGH SCHOOL, MINNEAPOLIS, MN

PROOF #74465A-PR



PROOF INCLUDES:

- **Model 1608 Baseball/Softball LED Scoreboard**
  18'W x 6'H x 8"D
  Scoreboard Color: 184 Royal Blue
  Digit Color: Red
- **Non-illuminated Sign**
  18'W x 2'H
- **Decorative Arch Truss**
  18'W x 3'H
- **Decorative Arch Truss Logo**
  4'W x 4'H

***Truss logo may require additional support.**

SIGNATURE OF APPROVAL _____ **DATE** _____

This rendering is for conceptual purposes only. It may not be to exact scale or specifications and should not be used for installation purposes. Every effort has been made to make it as accurate as possible. Beams and or pillars are for illustration only. Engineering specifications may require changes in the quantity, size and/or shape of beams and pillars to meet installation requirements. Nevco assumes no obligations or liability regarding the viability of applicability of existing structures. THIS DRAWING IS THE PROPERTY OF NEVCO INC. AND SHALL NOT BE REPRODUCED, COPIED, SHARED or DISTRIBUTED WITH ANYONE OTHER THAN THE INTENDED STAFF OR CLIENT OF THE PROPOSED PROJECT WITHOUT THE EXPRESSED PERMISSION OF NEVCO INC.

NEVCO

INTEGRATED DISPLAY AND SCORING SOLUTIONS

WWW.NEVCO.COM

Google Maps



Imagery ©2026 Airbus, CNES / Airbus, Maxar Technologies, Map data ©2026 Google 100 ft

SIGN PERMIT APPLICATION

City of Spring Lake Park
1301 81st Ave NE
Spring Lake Park, MN 55432
763-784-6491
Permits@slpmn.org

JOB ADDRESS: 1100 81st ave. NE Spring Lake Park, MN 55432

APPLICANT INFORMATION:

Name: Spring Lake Park Schools
Address: 1415 81st. Ave. NE Spring Lake Park, MN 55432
Email: sgiven@district16.org Phone: 763-600-5000

__ New Construction
X Remodel
__ Word Change

CONTRACTORS INFORMATION:

Please Note: Contractors must be licensed with the City of Spring Lake Park

Name: JL Dimel LLC
Address: 2 Amokee Place, Tipp City, Ohio 45371
Email: joe@digitalscoreboardsohio.com Phone: 614-519-7684
State License #: _____ Expiration Date: _____

DESCRIPTION OF WORK TO BE COMPLETED:

Replace existing scorboard on the High School Baseball field.

Square Footage of front of Building (Length X Width): _____
Square Footage of all existing signs (Length X Width): 652 ☑
Square footage of proposed sign or signs (Length X Width): 198 ☑

IS AN ELECTRICAL PERMIT REQUIRED? Yes X No __

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

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

⇨ **Applicant Signature:** Shane Givens **Date:** 10-6-26

SIGN PERMIT APPLICATION

City of Spring Lake Park
1301 81st Ave NE
Spring Lake Park, MN 55432
763-784-6491
Permits@slpmn.org

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Fee: 272.50 _____ Receipt Number: _____

Date of Approval: _____ Date of Issue: _____

Reason for Denial: _____

proposed

198☑ - $75 + 1.25(158) = $272.50

Google Maps

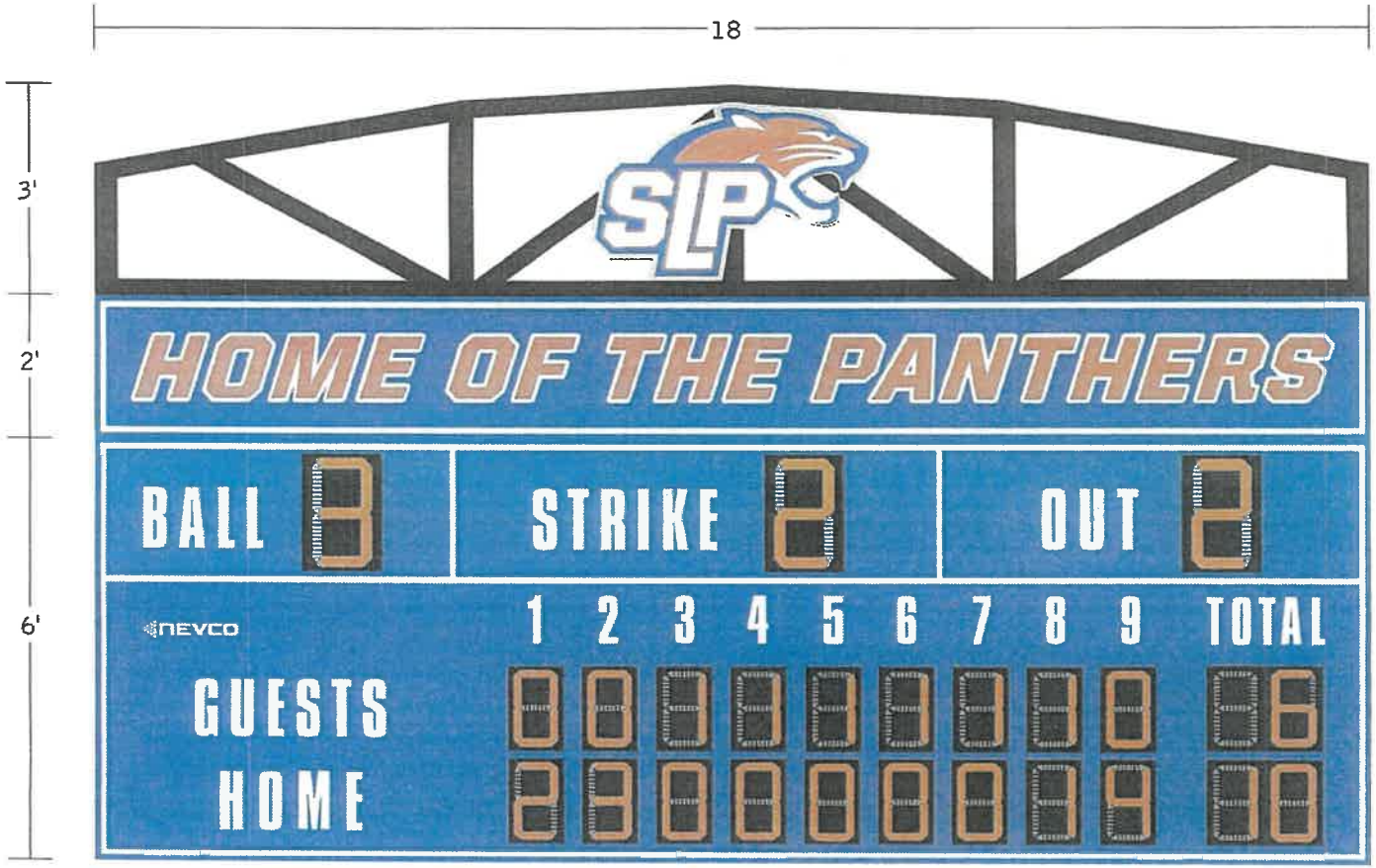


Imagery ©2026 Airbus, CNES / Airbus, Maxar Technologies, Map data ©2026 Google 100 ft

SPRING LAKE PARK HIGH SCHOOL, MINNEAPOLIS, MN

PROOF #74465A-PR

1987



PROOF INCLUDES:

- **Model 1608 Baseball/Softball LED Scoreboard**
  18'W x 6'H x 8"D
  Scoreboard Color: 184 Royal Blue
  Digit Color: Red
- **Non-illuminated Sign**
  18'W x 2'H
- **Decorative Arch Truss**
  18'W x 3'H
- **Decorative Arch Truss Logo**
  4'W x 4'H

***Truss logo may require additional support.**

SIGNATURE OF APPROVAL _____ **DATE** _____

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NEVCO
INTEGRATED DISPLAY AND SCORING SOLUTIONS
WWW.NEVCO.COM

Public Right of Way Application

Applicant Information:

Name of Company: Xcel Energy

Address: 825 Rice St

City/State/ZIP: St. Paul, MN, 55117

Phone Number: 651-908-3222

Fax Number: 651-908-3222

Email Address: malk.elkhodary@xcelenegy.com

Representatives Name: Malk Elkhodary

Project Information:

Project Name: 116582563

Project Address/Location: 659 OSBORNE RD NE

City/State/ZIP: Spring Lake Park, MN, 55432

Parcel Number(s): _____

Description of Work and restoration plan: (Attach additional pages if necessary)

P1 -D2- TERM NEW CABLE (RADIAL)

P2 -M08- REBUILD 3PH TP (65T FUSE)

S1 -ABANDON EXISTING CABLE, DIR BORE
APPROX. 270' OF NEW 3PH 1/0 AL CABLE.

Duration of the Right of Way:

Start Date: 11/9/2026 End Date: 12/31/2026

The City of Spring Lake Park reserves the right to modify the schedule as necessary in the issuance of the permit. Therefore, the dates stated on this application may not necessarily match actual approved dates.

Attachments Required:

☐ Site Plan/Map

☐ Project Drawings

☐ Traffic Control Plan

☐ Proof of Insurance (copy of policy)

☐ Property Deed or Owner Authorization

☐ Environmental Impact Assessment (if applicable)

☐ Other: _____

Applicant's Certification:

I, the undersigned, certify that I am the owner or authorized agent of the owner, and that the information provided in this application is true and accurate to the best of my knowledge. I agree to comply with all applicable laws and regulations related to the requested right of way.

In lieu of an escrow fee, we will bill the project owner for actual restoration fees if needed.

Signature: Malk Elkhodary

Date: 10/9/2026

For Office Use Only:

Application Number: _____ Date Received: 10/19/26

Reviewed By: BL Approval Status: ☑ Approved ☐ Denied

Conditions of Approval/Reasons for Denial: _____

Signature of Reviewing Officer: _____

Date: 10/19/26

Right of Way Permit - $150.00

☐ Excavation Hole - $150.00

☐ Emergency Hole - $75.00

☐ Trench - $70/100'

☐ Obstruction Fee - $150.00

☐ Overhead Obstruction - $150.00

☐ Boring Holes - $50.00 per hole

☐ Other: _____

Instructions for Submission:

Complete the application form in its entirety.

Attach all required documents and plans.

Submit the application to info@slpmn.org or wbrown@slpmn.org.

Please verify specific requirements and guidelines with the appropriate agency before submission, as these can vary by location and project type.

APPLICANT MUST CONTACT THE SPRING LAKE PARK PUBLIC WORKS DIRECTOR AT 763-792-7227 48 HOURS PRIOR TO COMMENCING WORK.

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 10/16/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER 612-333-3323 Brown & Brown Insurance Services, Inc. 901 Marquette Avenue Suite 1800 Minneapolis, MN 55402 USA	CONTACT NAME: Dawn Heinemann or Tom Newhouse PHONE (A/C, No, Ext): 612-333-3323 FAX (A/C, No): 612-373-7270 E-MAIL ADDRESS: dawn.heinemann@bbrown.com
INSURED Xcel Energy Inc. Northern State Power Company; Public Service Company of CO and Southwestern Public Service Co. 414 Nicollet Mall, 401-4 Minneapolis, MN 55401 USA	INSURER(S) AFFORDING COVERAGE / NAIC # INSURER A : OLD REPUBLIC INS CO 24147 INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :

COVERAGES **CERTIFICATE NUMBER:** 752381957 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY			MWZY5934725	11/01/25	11/01/26	EACH OCCURRENCE	$ 3,000,000
	CLAIMS-MADE [X] OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 3,000,000
	X Subject to 2MM SIR						MED EXP (Any one person)	$ 10,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY	$ 3,000,000
	POLICY [ ] PRO-JECT [ ] LOC						GENERAL AGGREGATE	$ N/A
	OTHER:						PRODUCTS - COMP/OP AGG	$ 3,000,000
								$
A	AUTOMOBILE LIABILITY			MWTB2140625	11/01/25	11/01/26	COMBINED SINGLE LIMIT (Ea accident)	$ 5,000,000
	X ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	X HIRED AUTOS ONLY / X NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB [ ] OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB [ ] CLAIMS-MADE						AGGREGATE	$
	DED [ ] RETENTION $							$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			MWC11718825	11/01/25	11/01/26	X PER STATUTE [ ] OTH-ER	
	ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N [N] N/A						E.L. EACH ACCIDENT	$ 2,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 2,000,000
							E.L. DISEASE - POLICY LIMIT	$ 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Evidence of Insurance.

CERTIFICATE HOLDER

Evidence of Insurance

,

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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ESCALATED CABLE FAULT
659 OSBORNE RD NE
SPRING LAKE PARK

SP858525

PERMIT REQUIRED

SERVICE CENTER: CHESTNUT SC

FEEDER MOL074

PHASE ABC

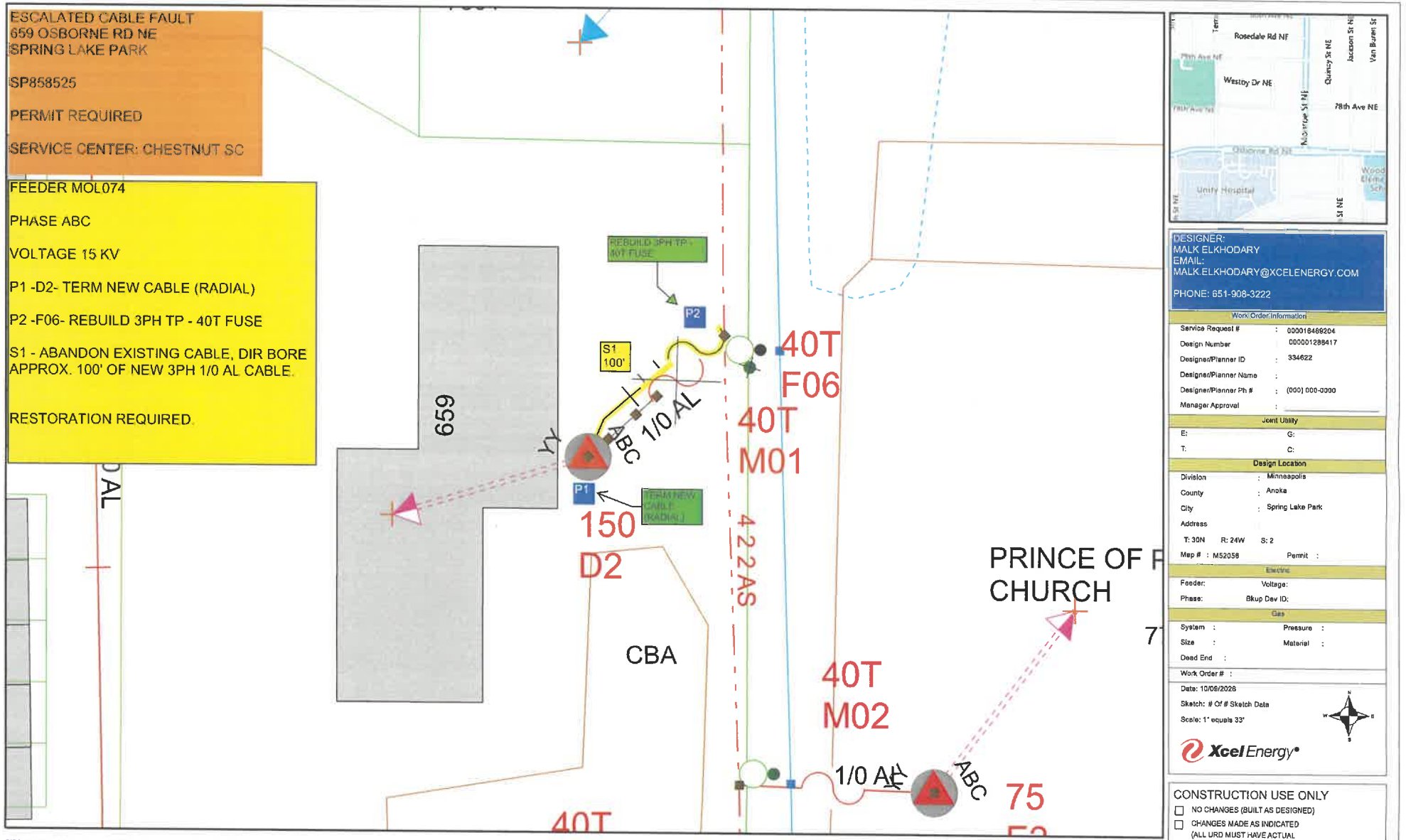
VOLTAGE 15 KV

P1 -D2- TERM NEW CABLE (RADIAL)

P2 -F06- REBUILD 3PH TP - 40T FUSE

S1 - ABANDON EXISTING CABLE, DIR BORE APPROX. 100' OF NEW 3PH 1/0 AL CABLE.

RESTORATION REQUIRED.



DESIGNER:
MALK ELKHODARY
EMAIL:
MALK.ELKHODARY@XCELENERGY.COM

PHONE: 651-908-3222

Work Order Information

Service Request #	:	000016469204
Design Number		000001288417
Designer/Planner ID	:	334622
Designer/Planner Name	:	
Designer/Planner Ph #	:	(000) 000-0000
Manager Approval	:	

Joint Utility

E: G:
T: C:

Design Location

Division	:	Minneapolis
County	:	Anoka
City	:	Spring Lake Park
Address		
T: 30N R: 24W S: 2		
Map # : M52056		Permit :

Electric

Feeder: Voltage:
Phase: Bkup Dev ID:

Gas

System : Pressure :
Size : Material :
Dead End :

Work Order # :

Date: 10/06/2026
Sketch: # Of # Sketch Data
Scale: 1" equals 33'

Xcel Energy®

CONSTRUCTION USE ONLY

☐ NO CHANGES (BUILT AS DESIGNED)
☐ CHANGES MADE AS INDICATED (ALL URD MUST HAVE ACTUAL MEASUREMENTS FROM THE FIELD SITE)

RFO _____
FOREMAN _____ DATE _____
TEAM LEADER _____

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Public Right of Way Application

Applicant Information:

Name of Company: Xcel Energy

Address: 825 Rice St

City/State/ZIP: St. Paul, MN, 55117

Phone Number: 651-908-3222

Fax Number: 651-908-3222

Email Address: malk.elkhodary@xcelenegy.com

Representatives Name: Malk Elkhodary

Project Information:

Project Name: 116637627

Project Address/Location: 8478 CENTRAL AVE NE

City/State/ZIP: Spring Lake Park, MN, 55432

Parcel Number(s): _____

Description of Work and restoration plan: (Attach additional pages if necessary)

P1 -D2- TERM NEW CABLE (RADIAL)

P2 -M08- REBUILD 3PH TP (65T FUSE)

S1 -ABANDON EXISTING CABLE, DIR BORE
APPROX. 270' OF NEW 3PH 1/0 AL CABLE.

Duration of the Right of Way:

Start Date: 11/25/2026 End Date: 12/31/2026

The City of Spring Lake Park reserves the right to modify the schedule as necessary in the issuance of the permit. Therefore, the dates stated on this application may not necessarily match actual approved dates.

Attachments Required:

☐ Site Plan/Map

☐ Traffic Control Plan

☐ Property Deed or Owner Authorization

☐ Environmental Impact Assessment (if applicable)

☐ Project Drawings

☐ Proof of Insurance (copy of policy)

☐ Other: _____

Applicant's Certification:

I, the undersigned, certify that I am the owner or authorized agent of the owner, and that the information provided in this application is true and accurate to the best of my knowledge. I agree to comply with all applicable laws and regulations related to the requested right of way.

In lieu of an escrow fee, we will bill the project owner for actual restoration fees if needed.

Signature: Malk Elkhodary

Date: 10/27/2026

For Office Use Only:

Application Number: _____ Date Received: 11/3/26

Reviewed By: _____ Approval Status: ☒ Approved ☐ Denied

Conditions of Approval/Reasons for Denial: _____

Signature of Reviewing Officer: George Saumgen

Date: 11/3/26

Right of Way Permit - $150.00

☐ Excavation Hole - $150.00

☐ Emergency Hole - $75.00

☐ Trench - $70/100'

☐ Obstruction Fee - $150.00

☐ Overhead Obstruction - $150.00

☐ Boring Holes - $50.00 per hole

☐ Other: _____

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APPLICANT MUST CONTACT THE SPRING LAKE PARK PUBLIC WORKS DIRECTOR AT 763-792-7227 48 HOURS PRIOR TO COMMENCING WORK.

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 10/23/2026

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PRODUCER

Brown & Brown Insurance Services, Inc.
901 Marquette Ave., Suite 1800
Minneapolis, MN 55402

CONTACT NAME: Dawn Heinemann or Katra Mercil
PHONE (A/C, No, Ext): 612-333-3233 FAX (A/C, No): 612-373-7270
E-MAIL ADDRESS: dawn.heinemann@bbrown.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Old Republic Insurance Company	24147
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED

Xcel Energy, Inc.
414 Nicollet Mall, 401-4th Floor
Minneapolis, MN 55401

COVERAGES **CERTIFICATE NUMBER:** 862676 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. *LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. LIMITS SHOWN ARE INCLUSIVE OF AMOUNTS REQUESTED BY THE CERTIFICATE HOLDER AND MAY NOT REFLECT POLICY LIMIT AMOUNTS IN EXCESS OF THOSE REQUESTED. ***Not Applicable in WY**

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR [X] Subject to 2MM SIR [ ] GEN'L AGGREGATE LIMIT APPLIES PER: [ ] POLICY [ ] PRO-JECT [ ] LOC [ ] OTHER:			MWZY 59347-26	11-01-2026	11-01-2027	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG [ ]	$ 3,000,000 $ 3,000,000 $ 10,000 $ 3,000,000 $ N/A $ 3,000,000 $
A	AUTOMOBILE LIABILITY [X] ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [X] HIRED AUTOS ONLY [X] NON-OWNED AUTOS ONLY [ ]			MWTB 21406-26	11-01-2026	11-01-2027	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) [ ]	$ 5,000,000 $ $ $ $
	[ ] UMBRELLA LIAB [ ] OCCUR [ ] EXCESS LIAB [ ] CLAIMS-MADE [ ] DED [ ] RETENTION $						EACH OCCURRENCE AGGREGATE [ ]	$ $ $
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N [N] (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N / A		MWC 117188-26	11-01-2026	11-01-2027	[X] PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 2,000,000 $ 2,000,000 $ 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Additional Named Insureds: Northern States Power Company DBA Xcel Energy, Public Service Company of CO dba Xcel Energy, Southwestern Public Service Co. dba Xcel Energy, Inc.
Coverage is included for additional insured and is Primary and Non-Contributory with respect General Liability andAutomobile Liability as agreed to by written contract. Waiver of Subrogation is granted for Workers' Compensation asagreed to by written contract.

CERTIFICATE HOLDER

Evidence of Insurance

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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ESCALATED CABLE FAULT
8478 CENTRAL AVE NE
SPRING LAKE PARK

SP859040

PERMIT REQUIRED

SERVICE CENTER: CHESTNUT SC

FEEDER MOL061

PHASE ABC

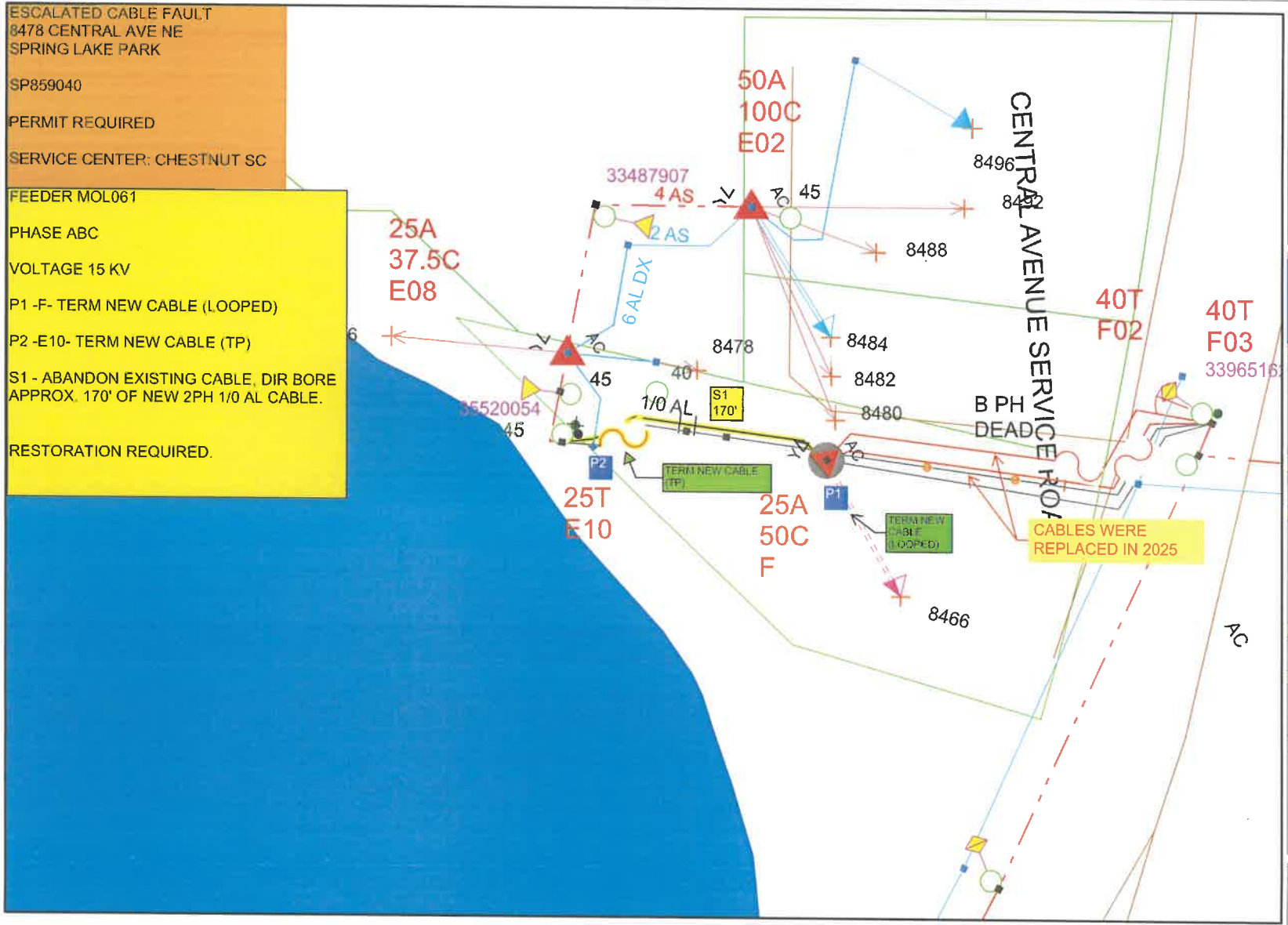
VOLTAGE 15 KV

P1 -F- TERM NEW CABLE (LOOPED)

P2 -E10- TERM NEW CABLE (TP)

S1 - ABANDON EXISTING CABLE, DIR BORE APPROX. 170' OF NEW 2PH 1/0 AL CABLE.

RESTORATION REQUIRED.





DESIGNER:
MALK ELKHODARY
EMAIL:
MALK.ELKHODARY@XCELENERGY.COM

PHONE: 651-908-3222

Work Order Information	
Service Request #	000018519707
Design Number	000001291131
Designer/Planner ID	334622
Designer/Planner Name	
Designer/Planner Ph #	(000) 000-0000
Manager Approval	

Joint Utility	
E:	G:
T:	C:

Design Location	
Division	Minneapolis
County	Anoka
City	Spring Lake Park
Address	
T: 30N R: 24W S: 1	
Map # : M52038	Permit

Electric	
Feeder:	Voltage:
Phase:	Bkup Dev ID:

Gas	
System :	Pressure :
Size :	Material
Dead End :	

Work Order #

Date: 10/22/2028

Sketch: # Of # Sketch Data

Scale: 1" equals 48'

Xcel Energy®

CONSTRUCTION USE ONLY

☐ NO CHANGES (BUILT AS DESIGNED)

☐ CHANGES MADE AS INDICATED
(ALL URD MUST HAVE ACTUAL MEASUREMENTS FROM THE FIELD SITE)

RFO_____

FOREMAN _____ DATE _____

TEAM LEADER _____

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Spring Lake Park
History. Community. Home.

Public Right of Way Application

Applicant Information:

Name of Company: Xcel Energy

Address: 3356 Marshall St NE,

City/State/ZIP: Minneapolis, MN 55418

Phone Number: 816-331-5441

Fax Number: _____

Email Address: akilah.wills@xcelenergy.com

Representatives Name: Akilah Wills

Project Information:

Project Name: Xcel Energy Power pole

Project Address/Location: 7700 Monroe St NE,

City/State/ZIP: Minneapolis, MN 55432

Parcel Number(s): _____

Description of Work and restoration plan: (Attach additional pages if necessary)

Replacing deteriorating power pole and equipment WO#116677151

Duration of the Right of Way:

Start Date: 11/16/2026 End Date: 02/16/2026

The City of Spring Lake Park reserves the right to modify the schedule as necessary in the issuance of the permit. Therefore, the dates stated on this application may not necessarily match actual approved dates.

Attachments Required:

- ☒ Site Plan/Map
- ☐ Project Drawings
- ☒ Traffic Control Plan
- ☐ Proof of Insurance (copy of policy)
- ☐ Property Deed or Owner Authorization
- ☐ Environmental Impact Assessment (if applicable)

☐ Other: _____

Applicant's Certification:

I, the undersigned, certify that I am the owner or authorized agent of the owner, and that the information provided in this application is true and accurate to the best of my knowledge. I agree to comply with all applicable laws and regulations related to the requested right of way.

In lieu of an escrow fee, we will bill the project owner for actual restoration fees if needed.

Signature: Akilah Wills

Date: 11/11/2026

For Office Use Only:

Application Number: _____ Date Received: 11/12/26

Reviewed By: GL Approval Status: ☒ Approved ☐ Denied

Conditions of Approval/Reasons for Denial: _____

Signature of Reviewing Officer: _____

Date: 11/12/26

Right of Way Permit - $150.00

☐ Excavation Hole - $150.00

☐ Emergency Hole - $75.00

☐ Trench - $70/100'

☐ Obstruction Fee - $150.00

☐ Overhead Obstruction - $150.00

☐ Boring Holes - $50.00 per hole

☐ Other: _____

Instructions for Submission:

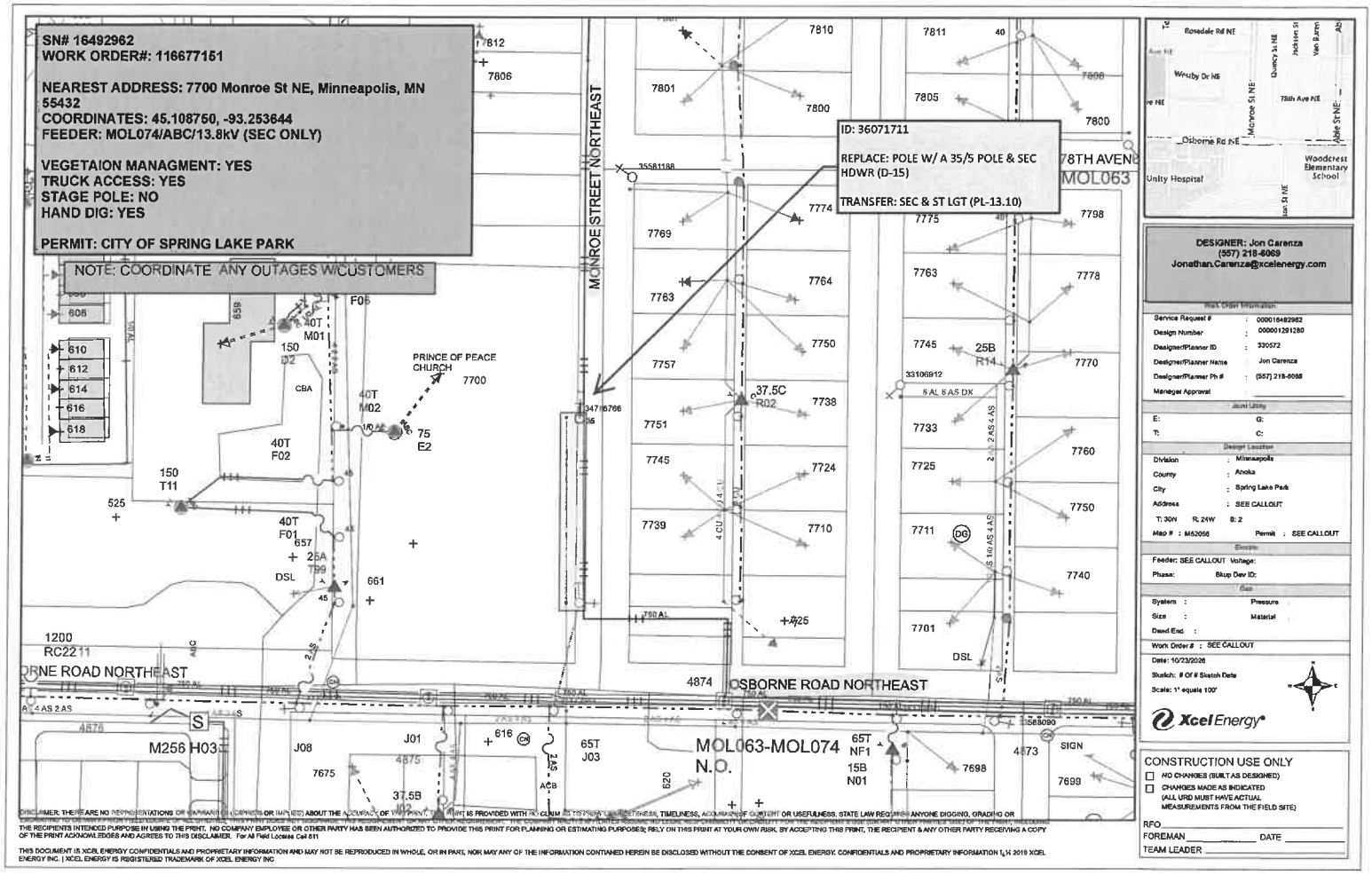
Complete the application form in its entirety.

Attach all required documents and plans.

Submit the application to info@slpmn.org or wbrown@slpmn.org.

Please verify specific requirements and guidelines with the appropriate agency before submission, as these can vary by location and project type.

APPLICANT MUST CONTACT THE SPRING LAKE PARK PUBLIC WORKS DIRECTOR AT 763-792-7227 48 HOURS PRIOR TO COMMENCING WORK.



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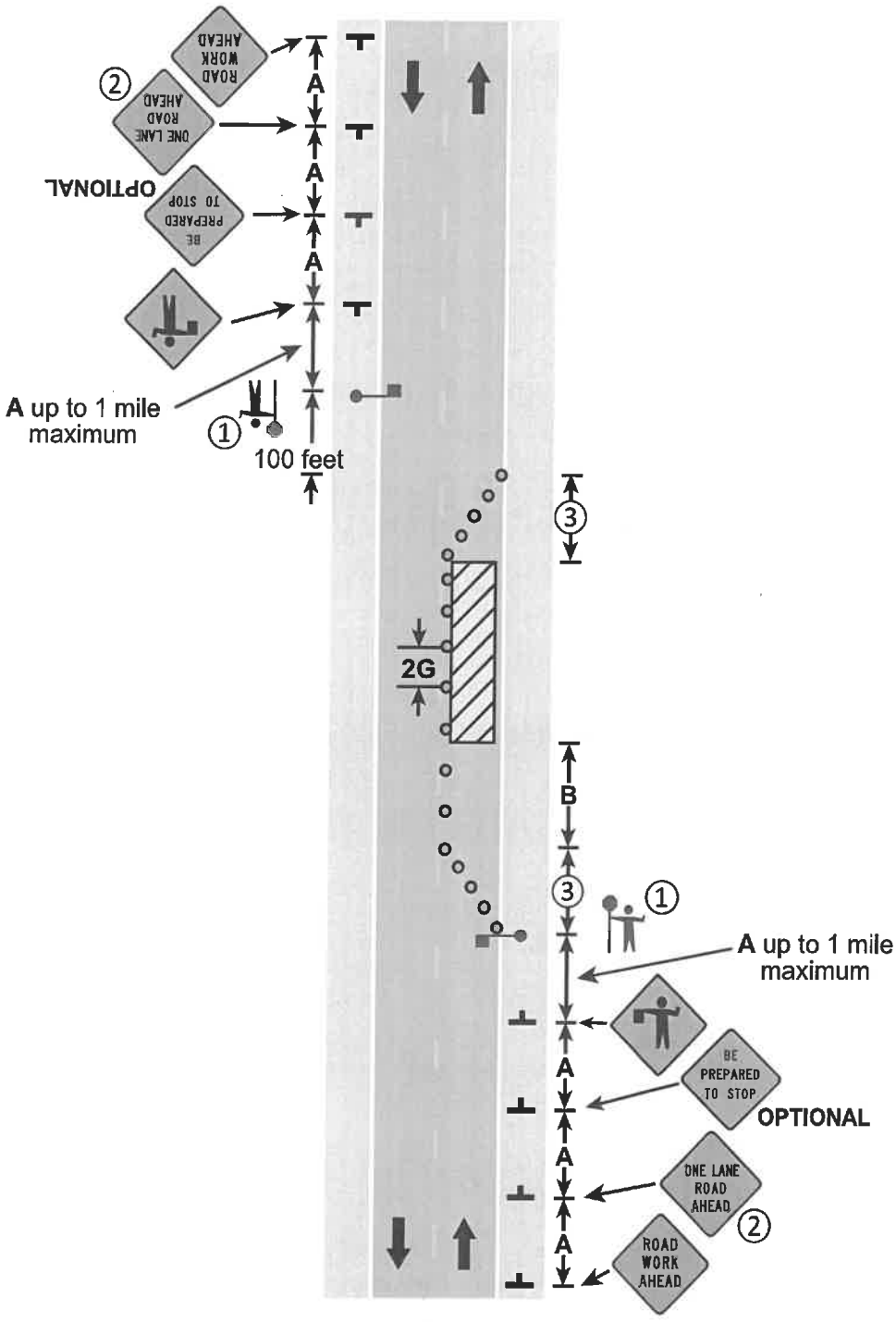
NOTES:

① The approach sight distance to the flagger shall be at least the Decision Sight Distance (**D**).

② The ONE LANE ROAD AHEAD sign may be omitted when the posted speed limit is 40 mph or less.

③ The two-way taper should be 50 feet in length using 5 equally spaced channelizing devices.

4. If anticipating operational problems, the use of a Pilot Car (see Layout 18) may improve operations and safety.



LANE CLOSURE, TWO FLAGGERS
TWO-LANE, TWO-WAY ROAD

3 DAYS or LESS **LAYOUT 16**

Police Report

October 2026

Submitted for Council Meeting November 16th, 2026

With the Tyler implementation we are still waiting on our October numbers. I should have those available for the meeting on the 16th.

Detective Imig reports handling twelve cases for the month of October 2026. Ten felony cases, one gross misdemeanor case and one misdemeanor case. Detective Imig also continues to monitor three forfeiture cases. For further details see Detective Imig's attached report.

School Resource Officer Smith reports handling five calls for service at our local schools, along with conducting twenty student contacts, fifty-two misc. meetings and six follow-up investigations into school-related issues. Like most officers in Spring Lake Park Officer Smith has duties outside of her normal position. Officer Smith is our evidence officer and has been working diligently to get our evidence transferred into Tyler. Officer Smith spent a significant amount of time on this during the month of October. See Officer Smith's attached report

The Spring Lake Park Police Department Administrative Office Staff has continued to remain busy with their daily duties. They have been working to learn the new Tyler system and have been a vital part of keeping the RMS system running seamlessly after the changeover. We are grateful for all of their hard work in keeping the front office running at a high level.

The month of October 2025 has been a busy month for myself with the daily operations of the police department, meetings and trainings. Below are a few that I attended throughout the month:

- Department head meeting
- Anoka County JLEC Governance Committee meeting
- Anoka County JLEC meeting
- MN Chief of Police bi-weekly meeting
- Sergeant promotion process
- Radar calibration for squads
- Gang and Gun Crime Collaboration meeting and press conference
- Hennepin Tech Advisory Board meeting
- Several CIT meetings
- Automated License Plate Reader bi-annual audit

This will conclude the police department report for October 2026.



Spring Lake Park Police Department

Investigator

Tony Bennek

Monthly Report

October 2026

Total Case Load

Case Load by Level of Offense: 12

Felony	**10**
Gross Misdemeanor	**1**
Misdemeanor	**1**

Case Dispositions:

County Attorney	**1**
Juvenile County Attorney	**0**
City Attorney	**1**
Forward to Other Agency	**0**
SLP Liaison	**0**
Carried Over	**5**
Unfounded	**0**
Exceptionally Cleared	**2**
Closed/Inactive	**3**

Forfeitures:

Active Forfeitures	**3**
Forfeitures Closed	**0**

Spring Lake Park Police/ School Resource Office Report

October 2026

Incidents by School Location	Reports (ICRs)	Student Contacts*	Misc./ Contacts	Follow Up Inv.
Spring Lake Park High School	2	20	44	4
Discovery Days (pre-school)				
Lighthouse School				
Park Terrace Elementary School				
District Office				
Able and Terrace Parks (School Related)				
School Related				2
Miscellaneous Locations	3		8	
Totals:	5	20	52	6

Breakdown of Reports (ICRs)	
Theft reports (cellphones, iPods, bikes, etc…)	
Students charged with Assault or Disorderly Conduct	
Students charged with other crimes	
Non-students Charged	
Warrant Arrests	
Miscellaneous reports	6

Parks and Recreation Department

October 2026

Department Activity

- Fall Programming
    - Uber for Seniors had 37 people in attendance – several requests for another class and one for Venmo
    - Apple Cider making was also a hit – and tasted great!
    - Fall Fest at Able Park had a great turn out – as a drop-in event roughly 75 folks made there way to the event
    - Halloween Costume exchange – was well received by the community with a request to continue the exchange next year.
    - Day Trips are popular along with several of our new adult seminars

- Director Scanlon attended the following meetings and events during August / September:
    - Department Head Meeting
    - City Council Session
    - Terrace Park Building Replacement
    - Collette Tours Partnership Mtg and Community Travel Show
    - Weekly Park and Rec Staff Mtg
    - Mtg with Mounds View and Arden Hills Park and Recreation Directors for programming

Grants and other funding

- At this time both of our Terrace Park Projects are on hold, bids on both projects came in greater than anticipated.
- MN DNR Conservation Legacy Grant has been submitted for Lakeside Beach area. This grant requires a 10% match. Awarding of the mid to late December.

Park and Recreation Commission

-

New and Upcoming

Community Events

- Country Jammers (On-going) 1st Monday of each month 12:00 pm – 2:00 pm at Able Park
- Park and Recreation Jingle and Mingle – Saturday, Dec 5 * 10:00 am – 12:00 pm at SLP City Hall
- Morning Gentle Yoga on Thursdays will begin again in December at 10:00 am
- Community Jingle and Mingle is Saturday, Dec 5 at 10:00 am
- SBM Santa Parade will run Dec 7 -10 Check out SBM Facebook for more details
- **SLP Recreation School Release Days are accepting registrations for Dec 28 – 31**

Memorandum

Spring Lake Park
History. Community. Home.

To: **Mayor Nelson and Members of the City Council**
From: **Daniel R. Buchholtz, ICMA-CM, Administrator, Clerk/Treasurer**
Date: **November 12, 2026**
Subject: **Rear Yard Setback Variance – 7811 Jackson St NE**

Background



Pedro D. Sanango Arichabala, owner of the property at 7811 Jackson Street NE, has requested a four-foot variance from the required 40-foot rear-yard setback to construct an attached residential deck. The proposed deck would maintain a minimum rear-yard setback of approximately 36 feet.

The property consists of Lots 19 and 20, Block 38, Riverside Plat No. 7, together with the west half of the adjacent vacated alley, subject to easements of record. The parcel contains approximately 10,497 square feet and is developed with a single-family residence constructed in 2025. The residence was constructed by a builder and subsequently sold to the applicant, who did not control the placement of the home on the lot.

The applicant proposes the deck for outdoor recreation and seating, improved backyard access, and an additional means of exiting the residence. The submitted survey includes the west half of the vacated alley in the legal description; no additional setback allowance has been assumed for that area.

Analysis

The proposed deck is a customary accessory improvement that represents a reasonable use of a single-family residential property. The location of the existing residence limits the space available for a functional attached deck within the required setback. Because the applicant acquired the property after the home was constructed, the location of the residence was not established by the applicant.

The requested variance would reduce the rear-yard setback by four feet, or 10 percent, while maintaining approximately 36 feet of separation from the rear property line. The deck would not change the residential use or density of the property and is not expected to alter the essential character of the surrounding neighborhood. The proposed improvement is also consistent with the general purposes of the zoning ordinance and the Comprehensive Plan.

Conditions of Approval

1. The deck shall maintain a minimum rear-yard setback of 36 feet, as depicted on the plans submitted with the variance application.
2. The applicant shall obtain all required building permits prior to construction and comply with applicable building code requirements.
3. The deck shall be constructed substantially in accordance with the plans submitted with the variance application. Any material modifications shall require review and approval by the City.
4. The variance shall apply only to the proposed deck and shall not authorize additional encroachments into required setbacks or drainage and utility easements.

Planning Commission Recommendation

The Planning Commission conducted a public hearing on November 9, 2026, and recommended that the City Council approve the requested four-foot rear-yard setback variance, subject to the conditions outlined below. The recommendation is based on the practical-difficulties criteria in Minnesota Statutes § 462.357, subdivision 6, and Section 16.60.040 of the City Code.

Recommendation

Staff recommends that the City Council adopt Resolution No. 2026-53, approving a four-foot rear-yard setback variance for an attached residential deck at 7811 Jackson Street NE, subject to the findings of fact and conditions of approval recommended by the Planning Commission.

If you have any questions regarding this request, please contact me at 763-784-6491.

CITY OF SPRING LAKE PARK

RESOLUTION NO. 2026-53

A RESOLUTION APPROVING A REAR YARD SETBACK VARIANCE FOR A RESIDENTIAL DECK AT 7811 JACKSON STREET NE

WHEREAS, Pedro D. Sanango Arichabala (the "Applicant"), owner of the property located at 7811 Jackson Street NE, legally described as Lots 19 and 20, Block 38, Riverside Plat No. 7, together with the west half of the adjacent vacated alley, subject to easements of record (the "Property"), has applied for a variance from the rear yard setback requirement to construct an attached residential deck; and

WHEREAS, the Spring Lake Park Zoning Code requires a minimum rear yard setback of 40 feet, and the Applicant has requested a four-foot variance to allow the proposed deck to be located 36 feet from the rear property line; and

WHEREAS, the existing residence was constructed by a residential builder in 2025 and subsequently sold to the Applicant, who had no involvement in determining the placement of the residence on the Property; and

WHEREAS, Section 16.60.040 of the Spring Lake Park City Code authorizes the City Council to grant variances where practical difficulties exist, provided the variance is consistent with the general purposes and intent of the zoning ordinance and the Comprehensive Plan; and

WHEREAS, the Spring Lake Park Planning Commission held a public hearing to consider the variance application at its meeting on November 9, 2026 and recommended approval of the variance, subject to certain conditions; and

WHEREAS, the City Council has reviewed the variance application, submitted site plan, staff memorandum, and recommendation of the Planning Commission.

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

1. **Approval.** The City Council hereby approves a four-foot variance from the rear yard setback requirement to allow construction of an attached residential deck with a minimum rear yard setback of 36 feet, substantially in accordance with the plans submitted with the variance application, subject to the conditions stated below.

2. **Findings of Fact.** The City Council makes the following findings in support of the variance:
    a. The proposed variance is consistent with the general purposes and intent of the Zoning Code. The proposed deck is a customary residential improvement, and the limited setback reduction would maintain substantial separation from the rear property line.

b. The requested variance would maintain the existing single-family residential use of the Property and would not change its residential character or intensity of development. The improvement is consistent with the Comprehensive Plan's objectives of maintaining established residential neighborhoods.
c. The proposed deck represents a reasonable residential improvement intended to provide outdoor recreational space, access to the backyard, and an additional means of exiting the residence. The proposed use is consistent with other residential properties in the neighborhood.
d. The existing residence was constructed by a residential builder in 2025 and subsequently sold to the Applicant. The Applicant did not participate in the design or construction of the residence and had no control over its placement on the Property. The location of the residence, in relation to the rear property line, limits the available area for construction of an attached deck while maintaining the required 40-foot setback. These existing physical circumstances were established prior to the Applicant's ownership and create practical difficulties that were not caused by the Applicant.
e. The proposed deck is residential in nature and compatible with the surrounding single-family neighborhood. The requested four-foot setback reduction is limited in scope, would not change the use of the Property, and would maintain a minimum 36-foot separation from the rear property line. Granting the variance will not alter the essential character of the locality.
f. Economic considerations are not the basis for the variance, and the variance does not authorize a use otherwise prohibited in the zoning district.
g. Based on the foregoing findings, the standards for practical difficulties established in Section 16.60.040 of the Zoning Code and Minnesota Statutes § 462.357, subdivision 6, are satisfied.

3. **Conditions of Approval.** The variance is approved subject to the following conditions:
    a. The deck shall maintain a minimum rear yard setback of 36 feet, as depicted on the plans submitted with the variance application.
    b. The Applicant shall obtain all required building permits prior to construction and comply with applicable building code requirements.
    c. The deck shall be constructed substantially in accordance with the plans submitted with the variance application. Any material modifications shall require review and approval by the City.
    d. The variance shall apply only to the proposed deck and shall not authorize additional encroachments into required setbacks or drainage and utility easements.

4. **Effect of Approval.** This variance applies only to the residential deck shown on the plans approved with this application. Any material expansion or alteration that increases the extent of the setback encroachment shall require further City review and approval as required by City Code.

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:

Whereon the Mayor declared said Resolution duly passed and adopted the 16th day of November, 2026.

APPROVED BY:

_____
Robert Nelson, Mayor

ATTEST:

_____
Daniel R. Buchholtz, City Administrator

Memorandum

Spring Lake Park
History. Community. Home.

To: **Chair Hansen and Members of the City Council**
From: **Daniel R. Buchholtz, ICMA-CM, Administrator, Clerk/Treasurer**
Date: **November 5, 2026**
Subject: **Variance Request – 7811 Jackson St NE**

Background

Pedro D. Sanango Arichabala, owner of the property located at 7811 Jackson Street NE, has submitted a development application proposing construction of a residential deck. The proposed deck would encroach approximately four feet into the required 40-foot rear-yard setback.

The property is legally described as Lots 19 and 20, Block 38, Riverside Plat No. 7, together with the west half of the adjacent vacated alley, subject to easements of record. The property contains approximately 10,497 square feet and is developed with a single-family residence constructed in 2025.



The applicant proposes to construct a deck to provide outdoor recreational space and seating, access to the backyard, and an additional means of exiting the residence in an emergency.

The submitted certificate of survey, originally prepared in 2025 for construction of the residence, includes handwritten annotations depicting the proposed deck. Based on those annotations, the proposed deck would maintain a rear-yard setback of approximately 36 feet, requiring a variance of approximately four feet.

The survey's property description includes the west half of the adjacent vacated alley. Accordingly, no additional setback allowance for the vacated alley has been assumed in evaluating the request.

Analysis

Section §16.60.040 of the City of Spring Lake Park's zoning code outlines the criteria for considering variances:

> "The City Council may grant a variance from the strict application of this title and impose conditions and safeguards on the variance so granted only in instances where their strict enforcement would cause practical difficulties in complying with the official control because of circumstances unique to the individual property under consideration, and may grant a variance only when it is demonstrated that such actions will be in harmony with the general purposes and intent of this title and when the variances are consistent with the

> Comprehensive Plan. "Practical difficulties" as used in connection with granting of a variance means that the property owner proposes to use the property in a reasonable manner not permitted by an official control, the plight of the landowner is due to circumstances unique to the property not created by the landowner, and the variance, if granted, will not alter the essential character of the locality. Economic considerations alone do not constitute practical difficulties. Practical difficulties also includes, but is not limited to, direct sunlight for solar energy systems. A variance shall not be granted to allow a use that is not allowed in the zoning district involved."

Reasonable Use of Property. The proposed deck is a reasonable residential improvement that is consistent with the existing single-family use of the property. The deck would provide additional outdoor living space, convenient backyard access, and an additional means of exiting the residence.

The requested variance is limited to four feet, representing a 10 percent reduction in the required rear-yard setback. The proposed improvement would remain entirely within the applicant's property.

Staff finds that the proposed use of the property is reasonable.

Unique Circumstances. The existing residence was constructed in 2025. The property contains approximately 10,497 square feet, and the location of the residence limits the available space for construction of an attached rear deck while maintaining the required 40-foot rear-yard setback.

The applicant has indicated that the proposed deck would provide outdoor recreational space, improved access to the backyard, and an additional means of exiting the residence in an emergency.

The application does not identify specific physical characteristics of the property that necessitate the requested setback variance. However, the Planning Commission may consider whether the placement of the existing residence, the configuration of the property, existing grading or drainage conditions, or other site-specific circumstances create practical difficulties in complying with the setback requirement.

Because the home was recently constructed, the Planning Commission should consider whether the need for the variance results from physical characteristics unique to the property or from the location and design of the residence. The Commission may also wish to consider whether a smaller or differently configured deck could reasonably be constructed within the required setback.

The Planning Commission must determine whether the circumstances presented satisfy the practical-difficulties standard established by Minnesota law and the City's zoning ordinance.

Essential character of the locality. The property is located within an established single-family residential neighborhood. Residential decks are customary accessory improvements in this zoning district.

The proposed deck would not change the use of the property, increase residential density, or introduce an incompatible activity into the neighborhood. The requested setback reduction is relatively limited and is not anticipated to substantially affect adjacent properties.

Staff finds that granting the variance would not alter the essential character of the locality.

Comprehensive Plan and Zoning Ordinance. The proposed deck is consistent with the residential use of the property and the City's Comprehensive Plan.

The purpose of residential setback requirements is to maintain adequate separation between structures and property boundaries, protect neighboring properties, and preserve neighborhood character.

The requested four-foot reduction would maintain a 36-foot separation from the rear property line. Given the limited extent of the encroachment and the nature of the proposed improvement, staff finds that the variance would generally remain in harmony with the purposes and intent of the zoning ordinance.

Recommendations

Staff recommends that the Planning Commission conduct the public hearing, consider the information submitted by the applicant and any public testimony received, and determine whether the requested variance satisfies the practical-difficulties criteria established by Minnesota Statutes § 462.357, subdivision 6, and Section 16.60.040 of the City Code.

Depending upon its determination, the Planning Commission may recommend approval or denial of the variance to the City Council.

Option 1 – Recommendation for Approval

If the Planning Commission determines that the practical-difficulties criteria have been satisfied, staff recommends that the Commission adopt the following findings of fact and recommend approval of the four-foot rear-yard setback variance, subject to the conditions outlined below.

Findings of Fact:

1. The proposed deck represents a reasonable residential use of the property consistent with the existing single-family residential use and the City's Comprehensive Plan.
2. The Planning Commission finds that the physical characteristics of the property, including the location of the existing residence and the available space within the rear yard, create practical difficulties in constructing a functional attached deck while maintaining the required 40-foot rear-yard setback. Based on the evidence presented, the Commission determines that these circumstances are unique to the property and were not created by the property owner.
3. The requested four-foot setback reduction is limited in scope and would not alter the essential character of the surrounding single-family residential neighborhood.
4. The proposed deck would maintain a minimum rear-yard setback of 36 feet and would not substantially interfere with the purposes and intent of the City's residential setback requirements.
5. The requested variance is in harmony with the general purposes and intent of the zoning ordinance and is consistent with the City's Comprehensive Plan.

Conditions of Approval:

1. The variance shall permit a minimum rear-yard setback of 36 feet for the proposed residential deck, as depicted on the submitted certificate of survey.

2. The applicant shall obtain all required building permits prior to construction and comply with applicable building code requirements.
3. The deck shall be constructed substantially in accordance with the submitted plans. Any material modifications shall require review and approval by the City.
4. The variance shall apply only to the proposed deck and shall not authorize additional encroachments into required setbacks or drainage and utility easements.

Option 2 – Recommendation for Denial

If the Planning Commission determines that the applicant has not demonstrated practical difficulties sufficient to justify the requested variance, staff recommends that the Commission adopt the following findings of fact and recommend denial of the variance.

Findings of Fact

1. While construction of a residential deck represents a reasonable use of the property, the applicant has not demonstrated that a functional deck cannot reasonably be constructed in compliance with the required 40-foot rear-yard setback.
2. The existing residence was constructed in 2025, and the applicant has not demonstrated that the need for the variance results from physical characteristics unique to the property rather than the location and design of the recently constructed residence.
3. The applicant has not identified unusual topographical conditions, irregular lot dimensions, easements, or other physical restrictions that would prevent compliance with the applicable setback requirements.
4. Although the proposed deck would not appear to alter the essential character of the surrounding neighborhood, satisfaction of this criterion alone is insufficient to establish practical difficulties under Minnesota law.
5. The applicant has not demonstrated that the requested variance satisfies all of the practical-difficulties criteria established by Minnesota Statutes § 462.357, subdivision 6, and Section 16.60.040 of the City Code.

Planning Commission Action

Following the public hearing, the Planning Commission may recommend approval or denial of the variance based on the applicable practical-difficulties criteria and findings of fact supported by the record.

The Commission's decision must be based on the standards established by Minnesota law and the City's zoning ordinance, rather than public support for or opposition to the proposed improvement. Public testimony may be considered to the extent it provides relevant factual information concerning the variance criteria; however, generalized neighborhood concerns, personal preferences, or the number of residents speaking in favor of or against the request do not, by themselves, constitute a sufficient basis for approval or denial.

The Planning Commission may modify or supplement the proposed findings of fact to reflect relevant evidence presented during the public hearing. Its recommendation will be forwarded to the City Council for final consideration on November 16, 2026.

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

City of Spring Lake Park
1301 81st Avenue NE
Spring Lake Park, MN 55432
763-784-6491 (p) 763-792-7257 (f)
info@slpmn.org

For Office Use Only	
Case Number:	
Fee Paid:	550
Received by:	WB
Date Filed:	10/22/2026
Date Complete:	
Base Fee: 250	Escrow: 300

DEVELOPMENT APPLICATION

TYPE OF APPLICATION (Check All That Apply)

☐ Appeal	☑ Site Plan/Building Plan Review	☐ Variance
☐ Comprehensive Plan Amendment	☐ Concept Plan Review	☐ Minor Subdivision
☐ Ordinance Amendment (Text)	☐ Conditional Use Permit	☐ Lot Combination
☐ Rezoning	☐ Interim Use Permit	☐ Preliminary Plat
☐ Planned Unit Development	☐ Street or Easement Vacation	☐ Final Plat

PROPERTY INFORMATION

Street Address: 7811 Jackson ST NE

Property Identification Number (PIN#): O2 30 2444 0024 Current Zoning: Single family

Legal Description: Lot 19&20 BLK 38 riverside
(Attach if necessary)

APPLICANT INFORMATION

Name: and	Business Name:	
Address:		
City/State/Zip Code:		
Telephone:	Fax:	E-mail:
Contact:		Title:

OWNER INFORMATION (if different from applicant)

Name: Pedro D Sanango ARICHABALA	Business Name:	
Address: 7811 JACKSON STNE		
City/State/Zip Code: Spring LAKE PARK MN		
Telephone: 612-644-9694	Fax:	E-mail: dannysanang
Contact:		Title:

DESCRIPTION OF REQUEST (attach additional information if needed)

Existing Use of Property: Residential home stead

Nature of Proposed Use: Residential deck for outdoor recreation and seating

Reason(s) to Approve Request: The proposed deck will provide a safe and functional outdoor living area for our family we need access to the backyard and the most important in case of a emergency we need a second exit in our home

APPLICATION FEES AND EXPENSES:

The City of Spring Lake Park requires all applicants to reimburse the City for any and all costs incurred by the City to review and act upon applications.

The application fee includes administrative costs which are necessary to process the application. The escrow fee will include all charges for staff time by the City Planner, City Engineer, City Attorney, and/or any other consultants as needed to process the application.

Minnesota Statute § 471.462 requires all cities to provide, upon request, a nonbinding estimate of consulting fees in connection with applications for permits, licenses, or other approvals relating to real estate development or construction. If the applicant requests the estimate, the application shall not be deemed complete until the City has (1) provided an estimate to the applicant; (2) received the required application fees, as specified by the City; (3) received a signed acceptance of the fee estimate from the applicant; and (4) received a signed statement that the applicant has not relied on the estimate of fees in its decision to proceed with the final application from the applicant.

The City will track all consultant costs associated with the application. If these costs are projected to exceed the money initially deposited to your escrow account, you will be notified in the manner that you have identified below that additional monies are required in order for your application process to continue. If you choose to terminate the application (notice must be in writing), you will be responsible for all costs incurred to that point. If you choose to continue the process you will be billed for the additional monies and an explanation of expenses will be furnished. Remittance of these additional fees will be due within thirty (30) days from the date the invoice is mailed. If payment is not received as required by this agreement, the City may approve a special assessment for which the property owner specifically agrees to be to be assessed for 100 percent per annum and waives any and all appeals under Minnesota Statutes Section 429.081 as amended. ***All fees and expenses are due whether the application is approved or denied.***

With my signature below, I hereby acknowledge that I have read this agreement in its entirety and understand the terms herein. ***I agree to pay to the City all costs incurred during the review process as set forth in this Agreement.*** This includes any and all expenses that exceed the initial Escrow Deposit to be paid within 30 days of billing notification. I further understand that the application process will be terminated if payment is not made and application may be denied for failure to reimburse City for costs. I further understand that the City may approve a special assessment against my property for any unpaid escrows and that I specifically waive any and all appeals under Minnesota Statutes 429.081, as amended.

I wish to be notified of additional costs in the following manner (select one):

☐ E-mail dannysanango1489@gmail ☐ Fax _____ ☐ USPS

I, the undersigned, hereby apply for the considerations described above and declare that the information and materials submitted in support of this application are in compliance with adopted City policy and ordinance requirements are complete to the best of my knowledge.

I acknowledge that I have read the statement entitled “Application Fees and Expenses” as listed above.

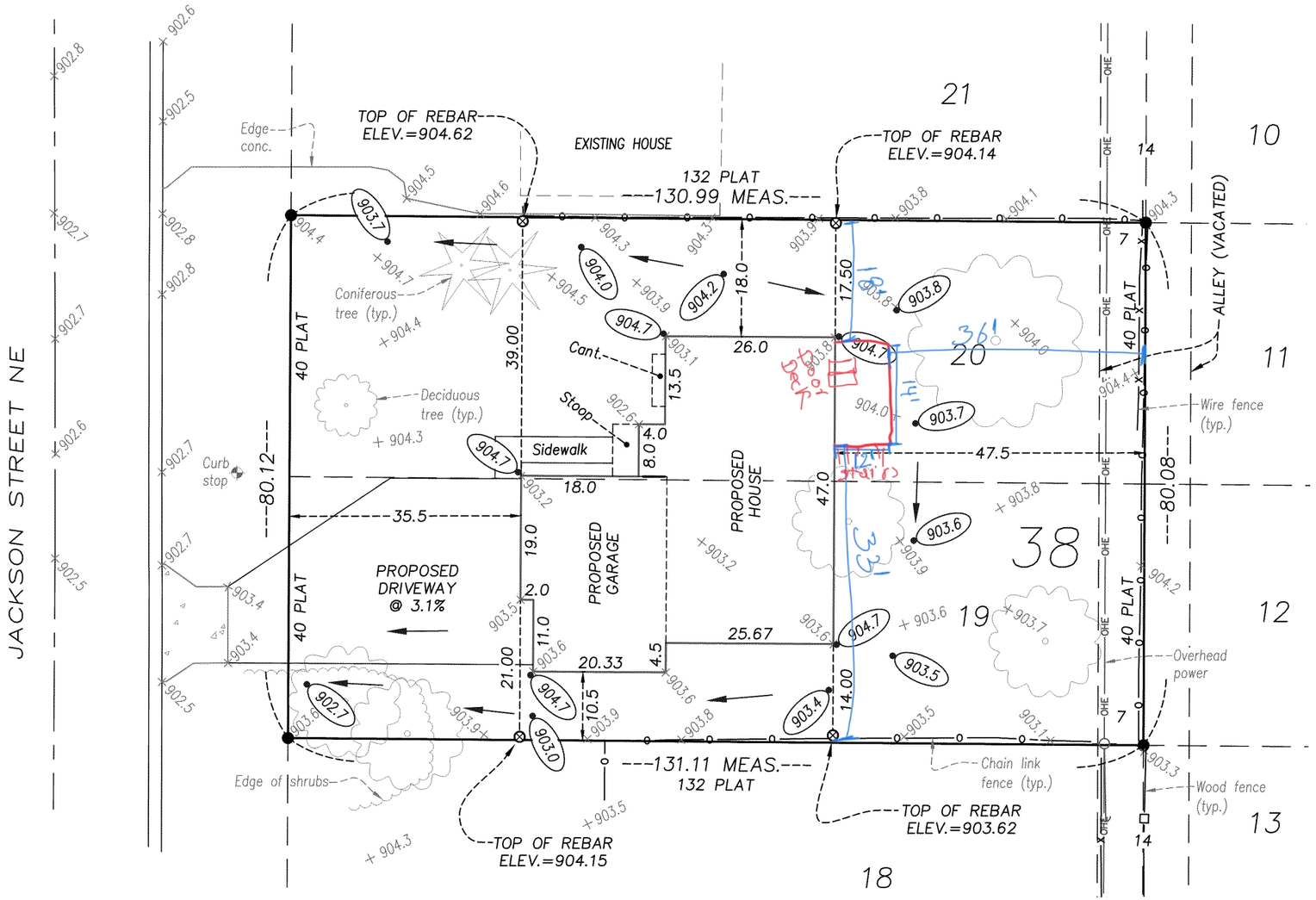
I understand that this application will be processed in accordance with established City review procedures and Minnesota Statutes Section 15.99 as amended, at such time as it is determined to be complete. Pursuant to Minnesota Statutes Section 15.99, the City will notify the applicant within fifteen (15) business days from the filing date of any incomplete or other information necessary to complete the application, including all four requirements of Minnesota Statute § 471.462, should I request a written estimate of consultant fees. Failure on my part to supply all necessary information as requested by the City may be cause for denying this application.

Applicant: _____ Date: _____

Owner: Pedro D Sanango Date: 09/24/

NOTE: Applications only accepted with ALL required support documents.
See City Code

CERTIFICATE OF SURVEY
FOR
NOBERG HOMES, INC.



- ● DENOTES IRON MONUMENT FOUND
- ⊗ DENOTES REBAR SET (HOUSE CORNER OFFSET)

PROPERTY DESCRIPTION: (Provided by Client)
Lots 19 & 20, Block 38, RIVERSIDE PLAT NO. 7, together with West 1/2 of adjacent vacated alley, subject to easements of record, Anoka County, Minnesota

Address: 7811 Jackson Street NE, Spring Lake Park, MN

LOT AREA: 10,497 s.f. +/-

APPROX. IMPERVIOUS SURFACE AREAS	
HOUSE	1,246 s.f
GARAGE	648 s.f.
PORCH	32 s.f.
SIDEWALK/DRIVEWAY	1,031 s.f.
TOTAL	2,957 s.f.

REVISED 08/05/2025 – CORRECTED PROPOSED FOUNDATION ELEVATIONS

REVISED 09/02/2025 – MODIFIED PROPOSED GRADING PER CITY ENGINEER COMMENTS

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a Licensed Land Surveyor under the laws of the State of Minnesota.

Date 06/27/2025

Trace C. McCoy
License No. 44531

PROPOSED ELEVATIONS
(SPLIT ENTRY LOOKOUT)
TOP OF FOUNDATION = 905.2
GARAGE FLOOR ELEV. = 904.8
LOWEST FLOOR ELEV. = 902.0

LEGEND
+ 963.5 EXISTING GROUND ELEVATION
990.9 PROPOSED GROUND ELEVATION
→ DIRECTION OF DRAINAGE

SURVEYORS NOTES:
1. BUILDER AND/OR OWNER SHALL VERIFY THAT SOIL CONDITIONS ARE SUITABLE FOR THE PROPOSED CONSTRUCTION
2. BUILDER AND/OR OWNER SHALL VERIFY PROPOSED TOP OF FOUNDATION & FLOOR ELEVATION SEPARATION DIMENSIONS AND HOUSE FOOTPRINT DIMENSIONS. NOTIFY MEYER-ROHLIN LAND SERVICES OF ANY DISCREPANCIES PRIOR TO BEGINNING EXCAVATION.
3. THIS SURVEY IS PROVIDED ONLY FOR USE BY THE CLIENT NAMED HEREON, FOR THE PURPOSE OF OBTAINING A BUILDING PERMIT FOR THE PROPOSED HOUSE SHOWN HEREON.
4. TITLE DOCUMENTATION WAS NOT PROVIDED BY THE CLIENT. EASEMENTS ARE SHOWN ONLY ACCORDING TO THE RECORDED PLAT. EASEMENTS / ENCUMBRANCES MAY EXIST WHICH ARE NOT SHOWN HEREON.
5. BENCHMARK: MNDOT MONUMENT "0207 D". ELEVATION = 903.59 (NAVD 88)

Meyer-Rohlin LAND SERVICES
708 1ST AVENUE NE, #1
BUFFALO, MN 55313
PH. 763.682.1781 WWW.MEYERROHLIN.COM

REVISIONS
08/05/2025
09/02/2025

SHEET 1 OF 1 SHEETS

DRAWN BY TCM | DATE 06/27/2025 | FILE NO. 25223

N:\Carlson Projects\25223 - L19 20 B38 Riverside Plat No 7\25223.dwg

Stantec

Memo

To:	Spring Lake Park Planning Commission Spring Lake Park City Council	From:	Evan Monson, AICP
Project/File:	193805540	Date:	November 2, 2026

REQUEST: Amendments to the Spring Lake Park City Code regarding Communication Towers and Antenna Support Structures

APPLICANT: City of Spring Lake Park

ITEMS REVIEWED: Draft Ordinance

INTRODUCTION

The City has received interest in constructing a new communication tower within Spring Lake Park. In anticipation of potential future requests, City staff reviewed the existing regulations earlier this year (Section 15.04 of city code) and identified that updates are needed, as this section has not been updated in some time. Spring Lake Park is a substantially developed community with limited vacant land. New freestanding towers and support structures may create long-term impacts on surrounding properties, redevelopment opportunities, neighborhood compatibility, visual character, and future land-use planning. Said updates will address tower height, setbacks, fall zones, separation from residential uses, screening, lighting, design, abandonment, removal, insurance, performance security, collocation, and related land-use considerations.

The City Council adopted Ordinance 508 on 7/24/2026, which establishes a temporary moratorium on the acceptance, review, approval, permitting, and construction of new communication towers and antenna support structures within the City while the regulations are reviewed and updated. The moratorium will run for up to a year from the date of adoption, or until the City Council adopts new regulations, whichever occurs first.

OVERVIEW

The ordinance regulates antennas and towers within Spring Lake Park. Certain antennas and towers are exempt from permitting: accessory antennas (such as a satellite television dish), antennas and towers used by the city, and temporary antennas or towers erected for testing and emergency purposes. All other situations require a permit. Permits are further broken down into permitted uses (which can be approved administratively), and conditional uses (which can be allowed through a conditional use permit or CUP). CUPs would come before the Planning Commission for review and recommendation, and would be approved or denied by the City Council.

Much of the current language has been carried over into this new ordinance. Staff also reviewed city codes and ordinances of other communities in Minnesota, as well as current State and Federal regulations. The city also reviewed language with the City Attorney, as well as telecommunications engineers for refinement. Below is a summary of the changes between the draft ordinance, and the current ordinance.

- Formatting
    - The language is proposed to be implemented into the city's Zoning Code (Chapter 16 of SLPC). The regulations are proposed to be located in Section 16.38.

- The language has been reorganized to make the requirements easier to navigate for staff, reviewers, and potential applicants. Previously, Section 15.04 had two sections with definitions. Permitting requirements were also located in multiple sections.
- References with other city code sections were updated as needed.
- Language regarding antennas and towers within the right-of-way were removed, as these are already regulated elsewhere in city code (Section 12.48).

- Definitions
  - New terms:
    - 'Accessory Antenna' covers smaller telecommunication items that typically do not create any land use or zoning issues.
    - 'Accessory Equipment Cabinet' is the building(s) that house or contain equipment and are located at the base or near the base of a telecommunications tower.
    - 'Colocation' was not defined in the current ordinance language.
    - 'Public Structure' is defined to describe what is or is not a public structure.
    - 'Radome' is a covering that can be placed over an antenna.
  - Some existing terminology was revised to be consistent with language used by other communities in the State.

- Performance Standards
  - These requirements were located in different sections under the current ordinance; these are now listed in one section based on antenna or tower type, and how they are permitted. Permitted and conditional uses also have specific standards listed based on how an antenna or tower is permitted.
  - New performance standards:
    - Siting preferences for new towers, as well as for new antennas, to guide locations for new antennas and towers.
    - External lighting requirements were updated; lighting is typically not allowed unless required by the FAA or required for other unique circumstances.
    - Setbacks created from structures or buildings listed on the National Register of Historic Places.
    - Construction standards/requirements were updated. Submittal requirements were updated to clarify what is needed from applicants.
    - Setbacks from wetlands were added.
    - Setbacks from dwelling units were added.
    - Clustering requirement – towers must be spaced apart from each other.
    - Minimum lot size requirements for towers located on lots in residential zones.

        - Height limits were clarified; previous language allowed the City to grant increases in height but did not set a maximum height.

- Removal and Abandonment
    - Language for situations of tower/antenna removal, as well as abandonment, were added.

OPTIONS

The Planning Commission can do one of the following:

1. Recommend approval of the request, with findings for approval.
2. Recommend denial of the request, with findings for denial.
3. Table the request for further review and/or study.

RECOMMENDATION

Staff recommends the Planning Commission recommend the City Council approve of Ordinance 514, with the following findings listed in Section 3 of the ordinance.

SPRING LAKE PARK
ORDINANCE NO. 513

AN ORDINANCE REPEALING CHAPTER 15.04 AND ESTABLISHING CHAPTER 16.38 OF THE SPRING LAKE PARK CITY CODE RELATING TO ANTENNAS AND TELECOMMUNICATIONS TOWERS AND REPEALING INTERIM ORDINANCE NO. 508

NOW THEREFORE, be it ordained by the Council of the Spring Lake Park, in the State of Minnesota, as follows:

SECTION 1: **REPEAL** "15.04 ANTENNAS AND TOWERS" of the Spring Lake Park Municipal Code is hereby *repealed*:

~~15.04 ANTENNAS AND TOWERS~~ *(Repealed)*

~~15.04.010 Definitions - Antennas And Towers~~ *(Repealed)*

~~15.04.020 Permit Required; Exemptions~~ *(Repealed)*

~~15.04.030 Application; Fee~~ *(Repealed)*

~~15.04.040 Construction Requirements And Restrictions~~ *(Repealed)*

~~15.04.050 Location Restrictions~~ *(Repealed)*

~~15.04.060 Telecommunications Facilities~~ *(Repealed)*

~~15.04.070 Height Restrictions~~ *(Repealed)*

~~15.04.080 Variances~~ *(Repealed)*

~~15.04.090 Abandonment~~ *(Repealed)*

~~15.04.100 Violations; Remedies Not Exclusive~~ *(Repealed)*

SECTION 2: **ADOPTION** "16.38 ANTENNAS AND TOWERS" of the Spring Lake Park Municipal Code is hereby *added* as follows:

A D O P T I O N

16.38 ANTENNAS AND TOWERS*(Added)*

SECTION 3: **ADOPTION** "16.38.010 Purpose And Findings" of the Spring Lake Park Municipal Code is hereby *added* as follows:

ADOPTION

16.38.10 Purpose And Findings *(Added)*

A. *Purpose and intent.* The purpose of this section is to establish predictable and balanced regulations for telecommunication facilities and systems not located in the right-of-way in order to accommodate such within the city, while protecting the community against adverse impacts to the public welfare or aesthetic resources.

B. *Findings.* The City of Spring Lake Park finds that the following objectives are necessary to guide the regulation of wireless telecommunications facilities within the City:

1. Facilitate the provision of reliable, competitive, and high-quality wireless telecommunications services and infrastructure for residents, businesses, and emergency response communications.
2. Protect the public health, safety, welfare, and aesthetic character of the community by regulating the location, design, construction, modification, and operation of wireless telecommunications facilities.
3. Minimize visual impacts by encouraging the use and co-location of wireless facilities on existing towers, buildings, light poles, and other support structures before the construction of new freestanding towers.
4. Minimize the number of new freestanding towers by requiring co-location opportunities and designing new towers to accommodate multiple service providers.
5. Require telecommunications facilities, towers, and associated equipment to be designed, screened, and integrated with surrounding development through stealth techniques and other measures that reduce visual impacts and complement existing structures.
6. Protect adjacent properties and the public from potential hazards associated with telecommunications facilities through appropriate structural, siting, and setback standards.
7. Ensure telecommunications facilities are located in suitable areas, with impacts on residential neighborhoods minimized and residential locations considered only when no reasonable alternative exists.
8. Minimize the use of land for telecommunications facilities to reduce safety hazards, visual impacts, and conflicts with existing and future public utilities.

C. *Severability.* Every section, subdivision, clause, or phrase of this section is declared separable from every other section, subdivision, clause, or phrase. If any such part is held to be invalid by competent authority, no other part shall be invalidated by such action or decision.

SECTION 4: **ADOPTION** "16.38.020 Definitions" of the Spring Lake Park Municipal Code is hereby *added* as follows:

A D O P T I O N

16.38.020 Definitions*(Added)*

For the purpose of SLPC Ch. 16.38, the terms below have the meaning given to them, unless the context clearly indicates a different meaning:

ACCESSORY ANTENNA. Antennas that are customary and incidental to allowed principal uses within the underlying zoning district a property is located within. Examples include: radio and television receiving antennas under six feet in height, satellite dishes or television receive-only systems two (2) meters or less in diameter, short-wave radio dispatch antennas, and antennas necessary for the operation of electronic equipment such as radio receivers, ham radio transmitters, and licensed amateur radio operations.

ACCESSORY EQUIPMENT. Wires, cables, generators, or other equipment or apparatus associated with an antenna and necessary for telecommunication transmission.

ACCESSORY EQUIPMENT CABINET. Buildings or structures used to house or store accessory equipment.

ANTENNA. Any device used for the transmission or reception of wireless radio television, or electromagnetic waves for cellular, internet service, personal communication service, enhanced specialized mobilized radio service, or television purposes.

CO-LOCATION or **COLLOCATION.** The location of more than one antenna, or set of antennas, on the same tower.

ENGINEER. An engineer licensed by the state of Minnesota, or an engineer acceptable to the city if licensing is not available.

PUBLIC STRUCTURE. A structure that is owned and operated by a federal, state, county, or local government agency. Public structures include: towers, buildings, water towers, electrical transmission towers, utility poles, and structures that are or can be designed to support or capable of supporting telecommunication facilities.

RADOME. A structural, weatherproof enclosure that protects an antenna and is constructed of material that minimally attenuates the signal transmitted/received by such antenna.

STEALTH DESIGN. Design techniques intended to minimize visual impact of an object on its surroundings. Examples of stealth telecommunication design include: eliminating horizontal projections; screening with other architectural elements; nestling into surrounding landscape such that natural topography or vegetation reduces views; locating in areas that

would result in the least amount of visibility to the public; minimizing size; and designing a telecommunications facility to appear as something other than a telecommunications facility.

SUPPORT STRUCTURE. A structure on which an antenna, or antennas, can be mounted. Examples of support structures include: telecommunication towers, buildings, water towers, electrical transmission towers, utility poles, and structures designed to support or capable of supporting telecommunication facilities.

TELECOMMUNICATION FACILITY. Facility. Antennas, accessory equipment, support structures, and towers not located within the right-of-way. This term does not include a Small Wireless Facility or Wireless Facility as defined in SLPC 12.48.

TELECOMMUNICATIONS TOWER or **TOWER.** A freestanding, self-supported structure constructed from grade for the purpose of supporting one or more antenna. This does not include towers used for licensed amateur radio operations.

SECTION 5: **ADOPTION** "16.38.030 Permit Required; Exemptions; Fees" of the Spring Lake Park Municipal Code is hereby *added* as follows:

A D O P T I O N

16.38.30 Permit Required; Exemptions; Fees*(Added)*

A. *Permit required.* No antenna or tower of any kind shall hereafter be erected, constructed, or placed, or re-erected, reconstructed, or re-placed, anywhere within the city without first making an application for and obtaining from the city a permit therefor.

B. *Exemptions.* No permit shall be required for the following situations:
    1. An accessory antenna.
        a. The performance standards in SLPC 16.38.070, Paragraph A shall still apply.
    2. Antennas and towers used by the city for city purposes.
    3. Antennas or towers erected temporarily for test purposes, emergency communication, or for broadcast remote pickup operations.
        a. The performance standards in SLPC 16.38.070, Paragraph B shall still apply.

C. *Application; Fee.* All applications for a permit required by this Section shall be accompanied by a building permit, and shall be accompanied by a fee in the amount as set from time to time pursuant to SLPC 3.16.030.

SECTION 6: **ADOPTION** "16.38.040 Permitted Uses" of the Spring Lake Park Municipal Code is hereby *added* as follows:

A D O P T I O N

16.38.40 Permitted Uses*(Added)*

A. In all zoning districts, the following are permitted uses outside of right-of-way that can be approved administratively by the Zoning Administrator, provided the proposed telecommunication facility does not require a variance from SLPC Title 16:
   1. Telecommunication facilities located on electric transmission towers carrying over 200 kilovolts (kV) of electricity.
   2. Collocation of telecommunication facilities on a previously approved telecommunication tower or support structure.
   3. Collocation of telecommunication facilities or one-time replacement of telecommunication facilities which would not substantially change the physical dimensions of an existing tower, support structure, and existing facilities. Substantial change is defined as:
      a. the mounting of the proposed antenna on the tower would increase the existing height of the tower by more than 10%, or by the height of one additional antenna array with separation from the nearest existing antenna not to exceed twenty feet, whichever is greater, except that the mounting of the proposed antenna may exceed the size limits set forth in this paragraph if necessary to avoid interference with existing antennas; or
      b. the mounting of the proposed antenna would involve the installation of more than the standard number of new equipment cabinets for the technology involved, not to exceed four, or more than one new equipment shelter; or
      c. the mounting of the proposed antenna would involve adding an appurtenance to the body of the tower that would protrude from the edge of the tower more than twenty feet, or more than the width of the tower structure at the level of the appurtenance, whichever is greater, except that the mounting of the proposed antenna may exceed the size limits set forth in this paragraph if necessary to shelter the antenna from inclement weather or to connect the antenna to the tower via cable; or
      d. the mounting of the proposed antenna would involve excavation outside the current tower site, defined as the current boundaries of the leased or owned property; or
      e. the mounting of the proposed antenna would defeat the concealment elements of the eligible support structure; or
      f. the mounting of the proposed antenna would not comply with conditions associated with the siting approval of the construction or modification of the eligible support structure or base station

equipment.

SECTION 7: **ADOPTION** "16.38.050 Conditional Uses" of the Spring Lake Park Municipal Code is hereby *added* as follows:

A D O P T I O N

16.38.50 Conditional Uses*(Added)*

The following telecommunication facilities are conditional uses, subject to conditions outlined in SLPC 16.38.070:

A. New telecommunications towers; and
B. Facilities which do not qualify as a Permitted Use pursuant to SLPC 16.38.040 and which are collocated on a tower or support structure for which a conditional use permit or other applicable telecommunication tower land use approval has not already been granted.

SECTION 8: **ADOPTION** "16.38.060 Permits; Applications" of the Spring Lake Park Municipal Code is hereby *added* as follows:

A D O P T I O N

16.38.60 Permits; Applications*(Added)*

A. *Administrative permit.* An administrative permit is required for facilities as listed in SLPC 16.38.040, Paragraph A.
    1. Administrative permit applications are subject to the review of the Zoning Administrator, or their designee.
    2. A decision shall be made within the time periods provided by Minnesota Statute 15.99, as applicable. The city shall serve a copy of that decision upon the applicant by mail. Any person aggrieved by the decision may appeal the decision to the Planning Commission.
B. *Conditional Use Permit*. A Conditional Use Permit is required for facilities as listed in SLPC 16.38.050. Conditional Use Permit applications are subject to the review procedures as outlined in SLPC 16.56.020.
C. *Permit applications.* Applications must be submitted on the appropriate form provided by the city and must include the following, unless otherwise waived by the city based on circumstances unique to the site:
    1. Wireless telecommunication provider that will utilize the facility and provider's consent to the application;
    2. A certificate of survey, illustrating the location of the proposed facility,

property lines, right-of-way lines, setbacks, and any existing or proposed easements;

3. Elevations of antennas, towers, and support structures;
4. Construction drawings signed by an engineer;
5. An escrow to cover the reasonable expense of a radio frequency (RF) engineer retained by the city to conduct an interference study. The study will evaluate a proposed facility's potential interference with public safety communications, including communications with public utility monitoring systems;
6. A coverage and capacity analysis prepared by a radio frequency (RF) engineer that demonstrates that the location of the proposed facility is necessary to meet the coverage and capacity needs of the wireless telecommunication providers system and cash escrow to cover the reasonable expense of an RF engineer retained by the city, at its option, to review the coverage and capacity analysis.

SECTION 9: **ADOPTION** "16.38.070 Performance Standards" of the Spring Lake Park Municipal Code is hereby *added* as follows:

A D O P T I O N

16.38.70 Performance Standards*(Added)*

A. *Accessory Antenna standards.* The following standards apply to all Accessory Antennas as defined in this Chapter.
    1. An Accessory Antenna shall be required to adhere to the applicable height and setback requirements for accessory structures as determined by the underlying zoning district.
    2. An Accessory Antenna may not have any lighting, beacons, reflectors, flashers, or other illumination devices unless required by law, by a governmental agency to protect the public's health and safety, or unless necessary to facilitate service to accessory equipment.
    3. No Accessory Antenna shall have affixed to it signs, banners, or placards of any kind, except one sign not over ten square inches indicating the name of the manufacturer and installer.
    4. No Accessory Antenna shall exceed a height equal to the distance from the base of the antenna or tower to the nearest overhead electrical power line (except individual service drops), or less than five feet.
    5. Accessory Antennas shall be exempt from the standards of SLPC 15.04.070, provided an Accessory Antenna is constructed in compliance with applicable building and electrical code requirements. Structural design, mounting, and installation of an Accessory Antenna must be in compliance with manufacturer's specifications.
B. *Standards for Antennas or Towers erected temporarily.* The following standards apply to antennas or towers erected temporarily for test purposes, emergency

communication, or for broadcast remote pickup operations.

1. Temporary antennas or towers shall be removed within 72 hours, unless a different time is approved by the Zoning Administrator or the Council.
2. The standards of 16.38.070, Paragraphs C,1 through C,14 shall apply, excluding Paragraph C,13,f.

C. *General Telecommunications Facility Standards.* The following standards apply to all telecommunication facilities as defined in this Chapter.

1. *Preferences for telecommunication tower locations.* No new towers shallbe approved at any location other than a Preferred Land Use Area, unless the applicant shows to the reasonable satisfaction of the city that such locations are not feasible from an engineering standpoint. When selecting sites for the construction of new towers, the following preferences shall be followed:
    a. *Preferred Land Use Areas.*
        (1) Properties containing Public Structures.
        (2) Properties consisting of athletic complexes.
        (3) Parking lots, if the tower replicates, incorporates or substantially blends in with the overall lighting standards of the property.
        (4) Within the easement of a high-power overhead transmission line, or within 50 feet of the transmission line easement on the same side of the road.
    b. *Alternative Land Use Areas.*
        (1) Public parks or open spaces.
        (2) Property in Non-residence districts, as listed in SLPC 16.20.
        (3) Property in Residence districts, as listed in SLPC 16.16.010.
2. *Preferred Antenna Support Structures.* No new antennas shall be approved at any location other than a Preferred Antenna Support Structure, unless the applicant shows to the reasonable satisfaction of the city that such locations are not feasible from an engineering standpoint. When selecting sites for the construction of new antennas, the following preferences shall be followed:
    a. Public Structures.
    b. Co-location on existing antenna support structures.
    c. Steeples on places of worship.
    d. Sides of buildings over two stories high.
    e. Existing power, lighting or phone poles.
3. Antennas mounted on a support structure must not extend more than 15 feet above the height of the structure to which they are attached. Wall or facade-mounted antennas may not extend above the cornice line, and must be constructed of a material or color that matches the exterior of the support structure.
4. Antennas must not project out from the side of a support structure, unless it is physically impossible to locate the antennas within the structure or tower, in which case they must not project out by more than three feet.
5. *Setbacks and location.*
    a. No part of any telecommunication facility regulated under this chapter

shall, at any time, extend across, over, or be located within any part of a street, sidewalk, alley, or public right-of-way.

b. A tower adjacent to a R-1, R-2, or R-3 zoning district must meet the building setback of the applicable adjacent residential underlying zoning district, but only from the residential zone.

c. No part of a telecommunication facility shall be located within any setback required in the underlying zoning district for a principal or accessory structure in which the antenna or tower is located.

d. No telecommunication facility shall be located, permanently or temporarily, in the front yard of any residential district.

e. No person shall erect more than one antenna or tower on a residential parcel within the city.

6. *Accessory Equipment Cabinets.*

a. No more than one Accessory Equipment Cabinet is permitted on a parcel. Additional space needed for the co-location of antennas onto an existing tower must be added in a manner to make it appear as one building.

b. An Accessory Equipment Cabinet must have a minimum setback of at least ten feet from all property lines.

c. Accessory Equipment Cabinets shall adhere to the height requirements for accessory structures of the underlying zoning district.

d. Design of Accessory Equipment Cabinets are subject to a site plan review under SLPC 16.20.060.

7. *Screening.* Accessory Equipment Cabinets, or ground-mounted accessory equipment, must be architecturally designed to blend in with the surrounding environment, including the principal structure, or must be screened from view by suitable vegetation or fencing. Design of screening and landscaping are subject to a site plan review under SLPC 16.20.060.

8. *Height.* The height of an antenna and tower must be the minimum necessary to meet the applicant's coverage and capacity needs, as verified by an electrical engineer or other appropriate professional. The City may waive this requirement if additional height is appropriate for co-location opportunities.

9. *Exterior surfaces.* Towers, antennas, accessory equipment, and radomes must be painted a non-contrasting color consistent with the surrounding area such as: blue, gray, brown, or silver, or have a galvanized finish to reduce visual impact.

10. *Service provider.* A telecommunications service provider must be identified for a proposed telecommunication facility and must occupy the facility within twelve months of approval.

11. *Lighting.* Telecommunications facilities may not have any lighting, beacons, reflectors, flashers, or other illumination devices unless required by law, by a governmental agency to protect the public's health and safety, or unless necessary to facilitate service to accessory equipment.

12. *Historic structures.* No telecommunications facility shall be located within 400 feet of the boundary of any property that contains a building or structure listed

on the National Register of Historic Places.

13. *Construction.*
    a. Telecommunications facilities must be in compliance with applicable building and electrical code requirements.
    b. A tower must be designed and certified by an engineer to be structurally sound and in conformance with the building code.
    c. Structural design, mounting and installation of the telecommunications facilities must be in compliance with the manufacturer's specifications.
    d. Antennas and towers shall be grounded for protection against a direct strike by lightning.
    e. Antennas and towers shall be protected to discourage climbing by unauthorized persons.
        (1) The bottom of a tower from grade to twelve (12) feet above grade shall be designed in a manner to preclude unauthorized climbing and/or shall be enclosed by a six (6) feet high chain link fence with a locked gate.
    f. All towers shall be constructed of corrosive-resistant steel or other corrosive-resistant, non-combustible materials. Towers shall not be constructed or made of wood, timber, or logs.
    g. No tower shall have constructed thereon, or attached thereto, in any way, any platform, catwalk, crow's nest, or similar appurtenances.
    h. New telecommunication facilities must be designed to accommodate colocation at more than one height within the tower, unless it is physically impossible or impractical to do so at the tower's proposed location.
    i. Any person erecting an antenna or tower within the city shall show proof of liability insurance covering personal injury or property damage in the event that damage or injury is caused by the structure.
14. *Signage.* No antenna or tower shall have affixed to it signs, banners, or placards of any kind, except one sign not over ten square inches indicating the name of the manufacturer and installer.
15. An applicant must provide an analysis prepared by a radio or electrical engineer demonstrating that the proposed location of the antennas is necessary to meet the coverage and capacity needs of its system and that there is no existing antenna support structure that could adequately serve the area if antennas were placed on it. The applicant must also pay the reasonable expenses of a radio or electrical engineer retained by the city, at its option, to review this analysis.
16. A telecommunications facility must use as many stealth design techniques as reasonably possible. Economic considerations alone are not justification for failing to provide stealth design techniques. The City may require that a different location be used if it would result in less public visibility, is available, and would meet the applicant's reasonable capacity and coverage needs.
17. *Inspections required.* Each antenna or tower erected within the city shall be inspected at least every five years to ensure continued maintenance and safety

of the structure. An inspection fee, as set from time to time pursuant to SLPC 3.16.030, shall be charged for the inspection.

18. All rules and regulations of the FCC and FAA must be met and complied with.

D. *Permitted and conditional use standards.* In addition to the General Standards, the following standards apply to all telecommunication facilities allowed as permitted or conditional uses under this Chapter.

1. *Setbacks and locations.*

a. Telecommunication facilities and Accessory Equipment Cabinets shall maintain a minimum 25 foot setback from the delineated boundary of a wetland.

b. Antennas and Towers shall have a setback from all property lines a distance equal to the height of the antenna or tower as measured from grade.

(1) Towers located closer to a property line than a distance equal to the height of the tower shall be designed and engineered to collapse progressively within the distance between the tower and property line. An application for any tower shall submit written documentation explaining tower construction and possible failure and provide assurance that blowing or falling ice can be contained on the subject property.

c. Antennas and Towers over 75 feet in height shall not be constructed within 200 feet of any dwelling unit as defined in SLPC 16.04.070.

d. No tower over 75 feet in height shall be within one mile of another tower, regardless of municipal boundaries.

e. Antennas and towers located or collocated on a Public Structure are exempt from the above requirements.

2. Standards specific in Residential Zones, as listed in SLPC 16.16.010.

a. Telecommunications facilities shall be located on parcels that are a minimum size of 2 acres.

b. Antennas and towers shall be limited to a maximum height of 75 feet.

(1) The City may allow for an increase of height to 90 feet if the increase in height would not have a significant impact on surrounding properties because of proximity, topography or screening by trees or buildings or would accommodate two or more users.

3. Standards specific in Commercial Zones, as listed in SLPC 16.20.010.

a. Antennas and towers shall be limited to a maximum height of 75 feet.

a. The City may allow for an increase of height to 90 feet if the increase in height would not have a significant impact on surrounding properties because of proximity, topography or screening by trees or buildings or would accommodate two or more users.

b. The City may allow for an increase of height to 150 feet if located on a Public Structure.

4. Standards specific in Industrial Zones, as listed in SLPC 16.20.020.
    a. Antennas and towers are limited to 150 feet in height, measured from grade. The City may allow towers up to 199 feet high if the applicant can demonstrate that off-site views of the tower will be minimized by the topography of the site and surrounding area, the location of the tower, the tower design, the surrounding tree cover and structures, or the use of screening.
    b. A telecommunication facility shall not have a footprint of more than 500 square feet.

SECTION 10: **ADOPTION** "16.38.080 Removal And Abandonment" of the Spring Lake Park Municipal Code is hereby *added* as follows:

A D O P T I O N

16.38.80 Removal And Abandonment*(Added)*

A. *Abandonment.* At such time as the antenna or tower erected shall not be used for its intended purpose for a period of one year, it shall be deemed to be abandoned and must be removed within 90 days of notice by the city.
B. *Hazardous Facilities.* Telecommunications facilities and related equipment that have become hazardous must be removed or made not hazardous within 30 days after written notice to the current owner and to any separate landowner, unless an exemption is granted by the city council. Notice may be made to the address listed in the application, unless another one has subsequently been provided, and to the taxpayer of the property listed in the Anoka County tax records. Telecommunications facilities and all related equipment that are not removed within this time limit are declared to be public nuisances and may be removed by the city. The city may assess its costs of removal against the property.

SECTION 11: **ADOPTION** "16.38.090 Administration And Enforcement" of the Spring Lake Park Municipal Code is hereby *added* as follows:

A D O P T I O N

16.38.90 Administration And Enforcement*(Added)*

A. *Misdemeanor*. Any person who shall violate any provision of this chapter shall be guilty of a misdemeanor.
B. *Remedies not exclusive.* In addition to the penalties imposed by this chapter, the city may exercise, with or separately from those penalties, all and any other legal and equitable remedies then available to the city by this chapter, or by statute, or by other ordinances of the city, or by applicable rules or regulations, to enforce this chapter, including, without limitation, injunction. Notwithstanding the city's pursuit of criminal

sanction, penalties, or other legal or equitable remedies, all such remedies and enforcement actions shall be cumulative and the city's election to pursue a remedy or enforcement action shall not foreclose the use of any other remedy or enforcement action to enforce the terms of this Chapter.

C. *Costs of enforcement.* The person or persons violating this chapter shall be jointly and severally liable for all costs incurred by the city in enforcing this chapter against those persons, including, without limitation, attorney's' fees, witness fees, and administrative expenses, with interest on those fees and expenses from the dates incurred until paid at the highest rate then allowed by law, and shall also be jointly and severally liable for all costs, including attorney's fees, of collecting the fees, expenses, and interest, with interest of the costs and collection from the dates incurred until paid, at the same rate as is payable on the fees and expenses.

SECTION 12: TERMINATION OF INTERIM ORDINANCE NO. 508
Upon the effective date of this Ordinance, following its passage and publication according to law, the moratorium established by Ordinance No. 508, adopted July 20, 2026, shall terminate, and Ordinance No. 508 is hereby repealed in its entirety. All subsequent applications for communication towers, antennas, and related facilities shall be governed by Chapter 16.38 of the Spring Lake Park Municipal Code and other applicable laws and regulations.

SECTION 13: EFFECTIVE DATE This Ordinance shall be in full force and effect after the required approval and publication according to law.

PASSED AND ADOPTED BY THE SPRING LAKE PARK COUNCIL _____.

	AYE	NAY	ABSENT	ABSTAIN
Councilmember Wendling	_____	_____	_____	_____
Councilmember Goodboe-Bisschoff	_____	_____	_____	_____
Councilmember Dircks	_____	_____	_____	_____
Councilmember Moran	_____	_____	_____	_____
Mayor Nelson	_____	_____	_____	_____

Presiding Officer

_____
Robert Nelson, Mayor, Spring Lake Park

Attest

_____
Daniel R. Buchholtz, Administrator, Clerk/Treasurer, Spring Lake Park

CITY OF SPRING LAKE PARK

RESOLUTION NO. 2026-54

A RESOLUTION APPROVING SUMMARY PUBLICATION OF ORDINANCE NO. 513, AN ORDINANCE REPEALING CHAPTER 15.04 AND ESTABLISHING CHAPTER 16.38 OF THE SPRING LAKE PARK CITY CODE RELATING TO ANTENNAS AND TELECOMMUNICATIONS TOWERS AND REPEALING INTERIM ORDINANCE NO. 508

WHEREAS, the City Council of the City of Spring Lake Park has adopted Ordinance No. 513, entitled "An Ordinance Repealing Chapter 15.04 and Establishing Chapter 16.38 of the Spring Lake Park City Code Relating to Antennas and Telecommunications Towers and Repealing Interim Ordinance No. 508 and

WHEREAS, Minnesota Statutes, section 412.191, subdivision 4, authorizes the City Council, by a four-fifths vote of its members, to direct publication of only the title and a summary of a lengthy ordinance when the summary clearly informs the public of the ordinance's intent and effect; and

WHEREAS, the City Council has reviewed the summary of Ordinance No. 513 set forth below and determines that it clearly informs the public of the intent and effect of the ordinance.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Spring Lake Park, Minnesota that the following summary of Ordinance No. 513 is approved for publication:

> On November 16, 2026, the Spring Lake Park City Council adopted Ordinance No. 513, repeals Chapter 15.04 of the Spring Lake Park City Code and establishes Chapter 16.38, providing updated regulations for antennas, telecommunications towers, and related facilities.
>
> The ordinance establishes standards governing the location, permitting, construction, design, operation, and removal of telecommunications facilities. The regulations encourage the use of existing structures and colocation of telecommunications equipment, establish preferred locations for new facilities, and provide procedures for administrative and conditional use approvals.
>
> The ordinance also establishes requirements addressing setbacks, height, screening, structural safety, inspections, enforcement, and the removal of abandoned or hazardous facilities.
>
> Ordinance No. 513 further repeals Interim Ordinance No. 508, terminating the City's temporary moratorium on new communication tower construction upon the effective date of Ordinance No. 513.

The full text of the ordinance is available for public inspection at Spring Lake Park City Hall during regular business hours and on the City's website.

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:

Whereon the Mayor declared said Resolution duly passed and adopted the 16th day of November, 2026.

APPROVED BY:

_____
Robert Nelson, Mayor

ATTEST:

_____
Daniel R. Buchholtz, City Administrator

November 10, 2026

Mr. Dan Buchholtz, Administrator
City of Spring Lake Park
1301 Eighty-First Avenue NE
Spring Lake Park, MN 55432-2188

Reference: 2027 Street Project
Receive Feasibility Report and Call for Hearing

Dear Dan:

A Feasibility Report for the possible 2027 Street Improvement Project has been prepared. The project area consists of Cottagewood Terrace NE and Tyler Street NE on the north side of Co. Rd 10. The Feasibility Report was authorized by the City Council on October 19, 2026. A portion of the project costs are proposed to be assessed to benefitting properties in accordance with past city practice.

We request that the City Council take the following action: Receive Feasibility Report and Call for Public Improvement Hearing.

A possible schedule to complete major project tasks is:

Authorize Feasibility Report	October 19, 2026 √
Accept Report and Call for Improvement Hearing	November 16, 2026
Public Improvement Hearing	December 7, 2026
Begin Construction	May or June 2027

Please feel free to contact Nate Drews or me if you have any questions or require any additional information.

Sincerely,
Stantec

Phil Gravel

City of Spring Lake Park
Feasibility Report

2027 Street Improvements Project

Tyler St. NE, Cottagewood Terrace NE

November 2026
Stantec Project No. 193807767

Stantec

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

November 10, 2026

Honorable Mayor and City Council
City of Spring Lake Park
1301 81st Avenue NE
Spring Lake Park, MN 55432-2116

Re: Feasibility Report
2027 Street Improvements Project – Tyler St. NE, Cottagewood Ter. NE, and part of the TH 10 Service Drive
Stantec Project No.: 193807767

Dear Mayor and Council:

A Feasibility Report has been prepared for providing street improvements on Tyler Street NE, Cottagewood Terrace NE. The report was authorized by the City Council on October 19, 2026 (Resolution 2026-49).

The Report includes a discussion of the existing condition of the streets, as well as a description of the improvements recommended for inclusion in this project. The improvements primarily include street rehabilitation (mill and overlay) and select repairs to the existing concrete curb and gutter.

A planning-level cost estimate for the recommended improvements is also included in the Report, along with a possible method of cost allocation for division of costs between the City and properties that will benefit from the improvements.

We would be pleased to meet with the City Council and Staff at any mutually convenient time to discuss the findings of this Report.

Sincerely,
STANTEC

Phil Gravel, City Engineer

I hereby certify that this report, plan, or specification was prepared by me or under my direct supervision and that I am a duly Registered Professional Engineer under the laws of the State of Minnesota.

_____
Nathan Drews, PE

Date: November 10, 2026 Registration No. 54837

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Figure 1 – Project Location – Area To Be Assessed
Appendix A – Opinion of Probable Project Costs
Appendix B – Preliminary Assessment Roll

Executive Summary

Since the late 1990's, the City of Spring Lake Park has undertaken a comprehensive city-wide street maintenance program. Street Improvement Projects have occurred regularly since that time. Recent projects were completed in 2014-2015, 2022, 2024, 2025, and 2026. This report presents information for completing improvements on the following:

- Tyler Street NE (from the City Limits to TH 10 Service Drive),
- Cottagewood Terrace NE (from the City Limits to TH 10 Service Drive),

The proposed improvements presented herein are similar to recent street improvement projects.

The estimated total project cost is $188,851.00. The estimated amount to be assessed is $100,412.03. The net estimated City of Spring Lake Park share of the project $88.438.97 (total project cost less proposed assessments).

The proposed assessment rates presented herein are consistent with the city's assessment practice. The proposed assessment rates are similar to rates from previous projects when adjusted for inflation.
If the Council wishes to proceed with the project, the next steps include preparation of a detailed financial analysis, sharing information with the public, and final preparation of plans and specifications.

Introduction and Existing Roadway Conditions

The City Council authorized preparation of a Feasibility Report to complete a street improvements project on the streets in the project area on October 19, 2026.

The streets in the project areas are urban, bituminous roadways with concrete curb and gutter. Most of the streets are 32-feet wide (face of curb to face of curb).

Tyler Street, and Cottagewood Terrace were last paved in 2004.

The existing curb and gutter on all roads within the project area is generally in fair condition. Minor cracks and settlements exist in some spot locations.

In place storm sewer catch basin structures in the project area need repair or replacement. The Public Works Supt. will determine which structures require repairs or replacement.

Geotechnical Investigation

Because the project is limited to surface replacement work, no geotechnical investigation or environmental sampling has been completed.

Roadway Design Considerations

STREET SECTION

According to available record documents, the existing street sections in the project area are generally 3.5-inches of bituminous over +/- 6-inches of reclaimed aggregate material and/or Class 5 aggregate.

Upon review as part of the process of preparing this report, the surface condition of the streets in the project area was reviewed. It was determined that pavement maintenance is necessary to maintain the integrity of the street base.

On Cottagewood Terrace the proposed construction will include removing the top layer of bituminous by milling. The mill thickness will be 1.5-inches deep maximum. After milling, patching of any areas of distress will occur. Finally, the road will be resurfaced by placing a new 1.5-inch thick bituminous surface.

On Tyler Street the proposed construction will include reclaiming the existing bituminous pavement along with the aggregate base section +/- 6-inches beneath the pavement. The reclaimed aggregate surface will be graded and removed as needed maintain the existing centerline elevation. Lastly, the road will be resurfaced by placing two lifts of bituminous surface totaling 3.5-inches.

CONCRETE CURB AND GUTTER

Cottagewood Terrace has existing B618 (high back) concrete curb and gutter. Based on a field review and discussions with the Public Works Director, the majority of the curb appears to be in satisfactory condition. Tyler Street currently has no curb and gutter. The City has indicated that they prefer to save the curb and gutter on Cottagewood Terrace and add new curb on Tyler Stret.

It is proposed to limit the replacement of curb and gutter on Cottagewood Terrace to spot areas. Proposed curb replacement segments include those sections currently showing damage or deterioration and at those locations where curb will be removed for water main work.

SIDEWALK

Currently there is no existing sidewalk within the project area. No new sidewalk is proposed as part of this street maintenance project.

Storm Sewer

No storm sewer pipe work is proposed. The existing storm sewer structures will be inspected by the Public Works Director to determine pipe conditions and identify necessary repairs. The existing storm sewer catch basins in the project area will all be maintained by resetting the existing frame and casting as needed.

Water Main

The existing water distribution system in the project area consists of 6-inch cast iron pipes. While the pipes are deemed to be in an acceptable condition, the gate valves and hydrants have reached the end of their service life based on the history of past repairs in the project area and discussions with the Public Works Director. The proposed work on the water main system will be limited to replacing the hydrants and gate valves located at the north and south construction limits of Cottagewood Terrace.

Sanitary Sewer

No sanitary sewer work is proposed. Sanitary sewer mains exist along the length of the streets in the project area. The existing sewer mains have all been lined as part of past sewer lining projects. No extensions or upgrades to the sanitary sewer system are proposed as part of this project.

Permits

Permitting will be administered by the City of Blaine as part of the construction project.

Project Schedule

The schedule below outlines the major project tasks necessary to complete the project. The final assessment process for the project can occur either after bids have been received or later, after most of the construction has been completed.

Authorize Feasibility Report	October 19, 2026
Accept Report and Call for Improvement Hearing	November 16, 2026
Public Improvement Hearing	December 7, 2026
Declare Costs and Order Final Assessment Roll	April 2027
Receive Assessment Roll & Order Assessment Hearing	May 2027
Public Assessment Hearing	May 2027

Opinion of Probable Project Costs

An opinion of Probable Project Costs for the work within Spring Lake Park has been prepared based on current information, including an allowance for engineering, administrative fees, and financing. Costs are not included for capitalized interest that will accrue. It is understood that a separate financing analysis of the project will be prepared when funding and financing decisions are made.

A detailed list of the estimated improvement costs is included in an attachment to this report. **The total estimated project cost for the work in Spring Lake Park is $188,851.00.**

Cost Allocation and Assessments

The costs for the improvements will be recovered through a combination of assessments to the properties benefiting from this project and City funding. The total estimated project cost is $188,851.00.

CITY ASSESSMENT POLICY AND PRACTICE

The City Council adopted Resolution 98-48 on November 16, 1998 establishing a Pavement Management Policy. The City adopted an addendum to the policy in January 1999 to clarify construction issues. Resolution 98-48 established assessment policy to be applied to street improvement projects.

The policy provides that commercial, industrial, school, and church properties shall pay 100 percent of the actual cost based on the front footage of the property adjacent to the streets being improved. On previous city improvement projects, public land (city property) is treated the same as school and church properties.

For residential properties, the policy says that costs will be split, with approximately 45% being assigned to the residential properties, and approximately 55% being funded by the City. The assignment of costs to residential properties will be made on a per single family residential equivalent unit basis. For this method, a single-family lot is assigned a value of one unit. Per the policy, single family corner lots are to be assessed for improvements on the street in front (shorter length side), and not on the side street (longer length side).

Multiple housing lots are counted as proportions of equivalent single-family lots. Duplex units are counted at a rate of 0.8 single-family lots per unit, town homes are counted at a rate of 0.6 single-family lots per unit, and apartments are counted as 0.4 single-family lots per unit. No differentiation is made between attached and detached town home units.

In accordance with recent city practice, costs of public utility improvements incurred on a project (sanitary sewer, water main, and storm sewer piping), will be completely funded by the City, with no portion assessed.

ASSESSMENT RATE ASSUMPTIONS FOR THIS PROJECT

8501 Polk Street NE. The parcel at 8501 Polk Street NE is within the city of Spring Lake Park but the parcel has street access off of Polk Street NE in Blaine. Polk Street will be improved as part of the overall construction project providing benefit to 8501 Polk Street NE. It is proposed to assess the parcel at 8501 Polk Street NE at the same rate as is proposed for residential parcels on Cottagewood Terrace. Per the terms of a Joint Powers Agreement with the City of Blaine, the City of Spring Lake Park will pay Blaine an amount equivalent to the amount assessed to 8501 Polk Street NE.

There are no sidewalk repair or pedestrian curb ramp replacements proposed. If there were, the costs would not be included in the assessable costs.

The costs associated with watermain repairs is not proposed to be assessed.

The proposed 2027 Street Improvement work scope does not include any oversizing beyond that of a typical city residential street. The proposed assessments herein do not include any reduction for street oversizing.

ASSESSMENT RATE CALCULATIONS

To determine the proposed assessment rates for this project, a cost estimate was determined for the proposed pavement preservation (mill and overlay) on Cottagewood Terrace and full depth reclamation on Tyler Street. A copy of Opinion of Probable Construction Costs is attached to this report. The assessable project costs amount was used as the assessable project cost for determining assessments.

For residential properties, the City assessment practice calls for assessing 45% of the assessable project cost on a per parcel basis.

For non-residential properties, the City Assessment call for assessing on a front foot basis. The front footage assessment rate is based on 100% of the assessable project costs. The total front footage lengths were determined from Anoka County mapping.

PROPOSED ASSESSMENT RATES

Based on the assumptions and methodology presented above, the resulting estimated assessment rates for a standard residential street are shown below. An analysis of financing and funding options should be prepared based on the information contained herein.

Proposed Assessment Rates:
2027 Street Improvements Project

Cottagewood Terrace	
Single Family Unit Rate	$4,333.16 per parcel
Per Front Foot Rate	$75.84 per front foot
Tyler Street	
Per Front Foot Rate	$161.78 per front foot

Project Funding:
2027 Street Improvements Project

2027 Street Project Assessments	$100,412.03
City Share	$88,438.97
Total Estimated Cost	**$188,851.00**

Assessment Rate Comparison
Past Projects in Spring Lake Park

Project	Unit Rate	Frontage Rate
2026 Street Improvements Project	$2,116.35	$51.33
2025 Street Improvements Project	$1,800.04	$56.30
2024 Street Improvements Project	$2,291.28	$67.89
2022 Street Improvements Project	$2,726.00	N / A
2014-2015 Street Imp. Project	$3,079.55	$68.22
Able Street/Terrace Road (actual 2011 rates)	$2,992.93	$67.92
CSAH 10 Frontage Roads (inflated from 2007)	N / A	$72.08
81st Avenue (inflated from 2005)	$3,119.39	$71.55
2004 Street Improvement Project (inflated)	$3,055.77	$70.50
2003 Street Improvement Project (inflated)	$3,205.53	$73.55

AREA TO BE ASSESSED

The area proposed to be assessed includes the parcels adjacent to the improvements. The area to be assessed is shown on Figure 1 of this report. The parcels are listed in the Preliminary Assessment Roll.

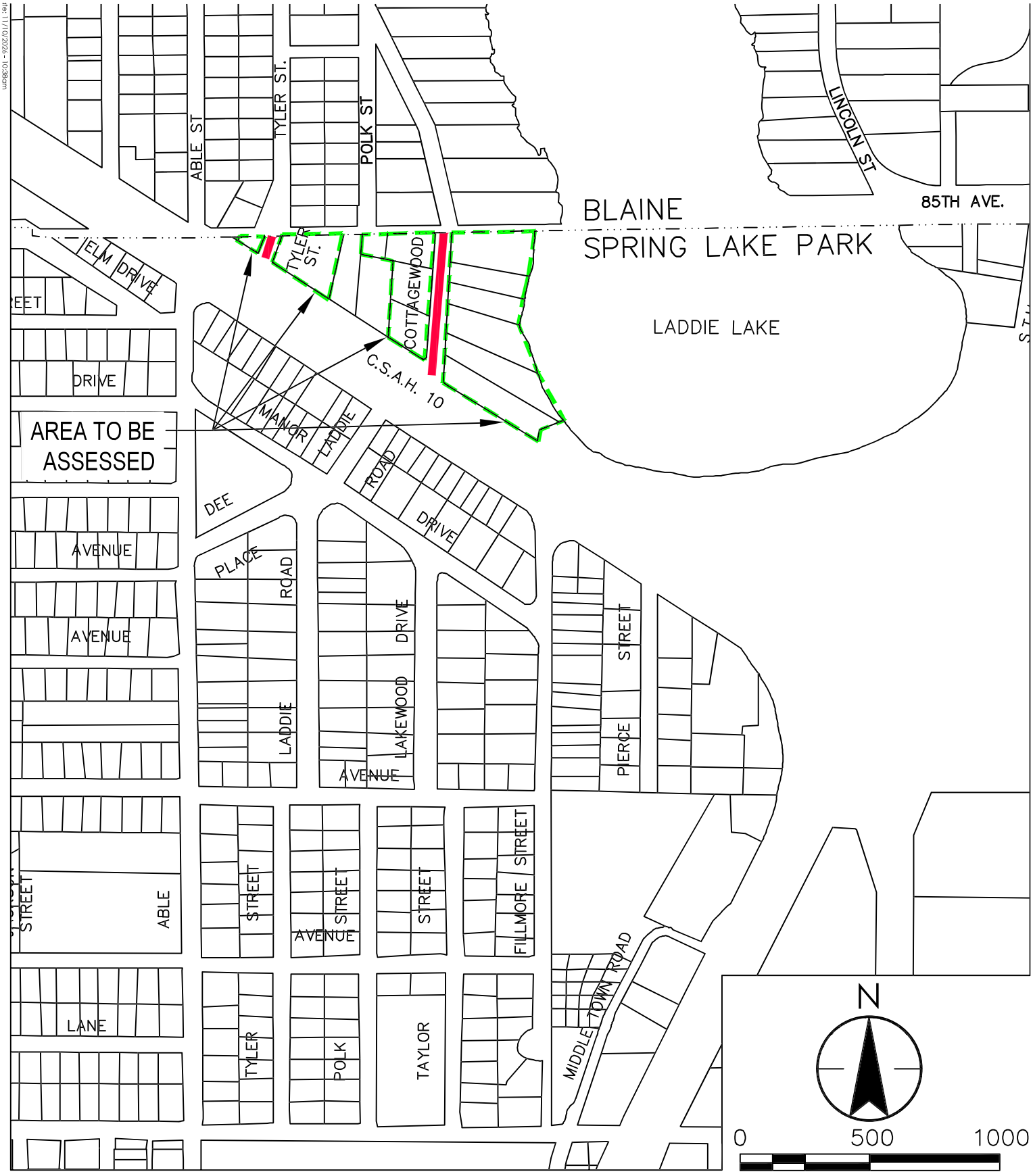
Conclusions and Recommendations

This Feasibility Report was ordered by the City Council based on the age and condition of streets included in the project area. It has been determined that a capital improvement project to reconstruct these streets should be undertaken.

The proposed improvements described in this report are feasible as they relate to general engineering principles and construction procedures. The feasibility of the project as a whole is subject to financial review. The improvements proposed are necessary to improve the condition of the roadway per the City's city-wide street maintenance practice. The improvements proposed are cost effective and feasible based on proven methods for street construction.

A project schedule has been presented for completing the improvements in one construction season. The following recommendations are presented for consideration by the Spring Lake Park City Council:

- A financing analysis for the project should be prepared.
- The City should accept this Report and adopt it as a guide for completion of the proposed improvements.
- The City should consider assessing a portion of the cost of this project to abutting properties in accordance with approved City policy.
- The City should schedule a public improvement hearing to receive input on the proposed improvements.
- Upon completion of the public hearing, if the City wishes to proceed, the City Council should formally order the project.



LOCATION MAP - AREA TO BE ASSESSED

SPRING LAKE PARK, MN

2027 STREET PROJECT

FIGURE: 1

Stantec
733 Marquette Avenue, Suite 1000
Minneapolis, MN 55402

file: 11/10/2026 - 10:38am
g name: U:\193807767\Reports\Feasibility\Figures\193807767_FIG-1_LOCATION MAP.dwg
Fridley-(01)-(865)-N-01-30-24-1

Opinion Costs (Plan Set Takeoff) - 2027 Street Improvements Project
City of Spring Lake Park
November 2026

1.5-inch Mill & Overlay and Full Depth Reclaim

Item No.	Item	Units	Qanity	Opinion of Probable Costs Unit Price	Total
	PART 1 - STREET IMPROVEMENTS - TYLER ST.				
1	MOBILIZATION	LS	1	$2,000.00	$2,000.00
2	TRAFFIC CONTROL	LS	1	$1,000.00	$1,000.00
3	SAW BITUMINOUS PAVEMENT (FULL DEPTH)	LF	110	$3.00	$330.00
4	REMOVE CONCRETE CURB AND GUTTER	LIN FT	20	$15.00	$300.00
5	RECLAIM & SHAPE BITUMINOUS SURFACE - FULL DEPTH	SQ YD	575	$6.00	$3,450.00
6	HAUL OFF EXCESS RECLAIM	CY	60	$25.00	$1,500.00
7	BITUMINOUS MATERIAL FOR TACK COAT	GAL	30	$4.00	$120.00
8	TYPE SP 9.5 WEARING COURSE MIXTURE (3,C)	TON	130	$115.00	$14,950.00
9	CONCRETE CURB & GUTTER DESIGN B618	LIN FT	100	$35.00	$3,500.00
10	EROSION CONTROL	LS	1	$1,000.00	$1,000.00
11	5" LOAM TOPSOIL, SEED, FERTILIZER, & HYDROMULCH	SQ YD	60	$25.00	$1,500.00
	SUBTOTAL PART 1 - STREET IMPROVEMENTS - TYLER ST.				**$29,650.00**
	Administration				$7,413.00
	TOTAL PART 1 - STREET IMPROVEMENTS - TYLER ST.				**$37,063.00**
	PART 2 - STREET IMPROVEMENTS - COTTAGEWOOD TER.				
12	MOBILIZATION	LS	1	$10,000.00	$10,000.00
13	TRAFFIC CONTROL	LS	1	$2,500.00	$2,500.00
14	SAW BITUMINOUS PAVEMENT (FULL DEPTH)	LF	300	$3.00	$900.00
15	REMOVE CONCRETE CURB AND GUTTER	LIN FT	130	$15.00	$1,950.00
16	REMOVE BITUMINOUS PAVEMENT (FOR PATCH)	SF	750	$3.00	$2,250.00
17	TYPE SP 12.5 NON WEAR 3-INCH STREET PATCH	SF	750	$6.00	$4,500.00
18	MILL BITUMINOUS PAVEMENT (1.5 INCHES)	SQ YD	2400	$2.25	$5,400.00
19	BITUMINOUS MATERIAL FOR TACK COAT	GAL	120	$4.00	$480.00
20	TYPE SP 9.5 WEARING COURSE MIXTURE (3,C)	TON	250	$115.00	$28,750.00
21	ADJUST EX FRAME & RING CASTING	EACH	3	$1,200.00	$3,600.00
22	CONCRETE CURB & GUTTER DESIGN B618	LIN FT	100	$35.00	$3,500.00
23	EROSION CONTROL	LS	1	$2,000.00	$2,000.00
24	5" LOAM TOPSOIL, SEED, FERTILIZER, & HYDROMULCH	SQ YD	100	$25.00	$2,500.00
25	PAVEMENT MARKINGS	LS	1	$1,000.00	$1,000.00
	SUBTOTAL PART 2 - STREET IMPROVEMENTS - COTTAGEWOOD				**$69,330.00**
	Administration				$17,333.00
	TOTAL PART 2 - STREET IMPROVEMENTS - COTTAGEWOOD TER.				**$86,663.00**
	PART 3 - WATER MAIN IMPROVEMENTS - COTTAGEWOOD TER.				
26	REMOVE HYDRANT	EA	2	$1,500.00	$3,000.00
27	REMOVE WATERMAIN PIPE	LF	20	$25.00	$500.00
28	CONNECT TO EXISTING WATERMAIN	EA	2	$3,000.00	$6,000.00
29	INSTALL HYDRANT	EA	2	$10,000.00	$20,000.00
30	6" GATE VALVE AND BOX (HYDRANT LEAD)	EA	2	$4,500.00	$9,000.00

31	6" GATE VALVE AND BOX (CUT-IN)	EA	2	$6,000.00	$12,000.00
32	6" CIP WATER MAIN	LF	20	$80.00	$1,600.00
	SUBTOTAL PART 3 - WATER MAIN IMPROVEMENTS - COTTAGEWOOD TER.				**$52,100.00**
	Administration				$13,025.00
	TOTAL PART 3 - WATER MAIN IMPROVEMENTS - COTTAGEWOOD TER.				**$65,125.00**

TOTAL ESTIMATED CONSTRUCTION	**$151,080.00**
Administration	**$37,771.00**
Total Estimated Assessable Project Cost	**$123,726.00**
TOTAL ESTIMATED PROJECT COST	**$188,851.00**

Assumes standard SLP street.
1.5-inch mill and overlay. 10% curb repair & at Hydrants.
Bit. base patch for water main work pls 2-feet for curb removal.

COTTAGEWOOD TERRACE RESIDENTIAL

Front foot assmt. rate is total assessable cost divided by 1142.7 front feet = **$75.84** per front foot

Assessment rate for residential lots:
Using the city policy of assessing 45% of cost is 0.45 * 75.84 = 34.13
Average lot frontage is 126.967 feet. Per parcel rate = **$4,333.16** per residential parcel

COTTAGEWOOD TERRACE COMMERCIAL

Front foot assmt. rate is total assessable cost divided by 1142.7 front feet = **$75.84** per front foot

Assessment rate for comercial lots:
Using the city policy of assessing 100% of cost is 1 * 75.84 = 75.84 **$75.84** per front foot

TYLER STREET COMMERCIAL

Front foot assmt. rate is total assessable cost divided by 229.1 front feet = **$161.78** per front foot

Assessment rate for comercial lots:
Using the city policy of assessing 100% of cost is 1 * 161.77 = 161.78 **$161.78** per front foot

PRELIMINARY ASSESSMENT ROLL

2027 STREET IMPROVEMENTS PROJECT

SPRING LAKE PARK, MINNESOTA

November 2026

193807767

Property ID	Property Address	Owner	Frontage	Proposed Assessment	Notes	Mailing address
01-30-24-22-0009	8485 COTTAGEWOOD TER NE	KNOPH, CAROL L	176	$4,333.16	Cottagewood Ter. (east side) residential	8485 COTTAGEWOOD TER NE, Spring Lake Park MN 55432
01-30-24-22-0010	8449 COTTAGEWOOD TER NE	NELSON, ERIC A	88	$4,333.16	Cottagewood Ter. (east side) residential	8449 COTTAGEWOOD TER NE, Spring Lake Park MN 55432
01-30-24-22-0011	8409 COTTAGEWOOD TER NE	PETERSEN STEVEN	88	$4,333.16	Cottagewood Ter. (east side) residential	8409 COTTAGEWOOD TER NE, Spring Lake Park MN 55432
01-30-24-22-0138	1101 COUNTY ROAD 10 NE	JAY KAY BUSINESS PROPERTIES LLC	267	$20,249.28	Cottagewood Ter. (NE corner of Cottagewood and CR 10)	12323 ESTES AVE NW, Clearwater MN, 55320
01-30-24-22-0018	1075 COUNTY ROAD 10 NE	ACCAP/RISE	*160*	$12,134.40	Cottagewood Ter. (NW corner of Cottagewood and CR 10)	1201 89TH AVE NE STE 3500, Blaine MN 55434
01-30-24-22-0153	8460 COTTAGEWOOD TER NE	MILNER ALLA	84.75	$4,333.16	Cottagewood Ter. (west side) residential	8460 COTTAGEWOOD TER NE, Spring Lake Park MN 55432
01-30-24-22-0152	8470 COTTAGEWOOD TER NE	COOK BAILEY SUE	85.6	$4,333.16	Cottagewood Ter. (west side) residential	8470 COTTAGEWOOD TER NE, Spring Lake Park MN 55432
01-30-24-22-0173	8484 COTTAGEWOOD TER NE	KHOUN BOMNORNG	174.82	$4,333.16	Cottagewood Ter. (west side) residential	8484 COTTAGEWOOD TER NE, Spring Lake Park MN 55432
01-30-24-22-0174		SNYDER, KENNETH B	18.53	$632.43	Cottagewood Ter. (west side) residential *(Front footage at Res. Rate)	8504 COTTAGEWOOD TER NE, Blaine MN 55434
01-30-24-22-0135	999 COUNTY ROAD 10 NE	DWK INC	135.4	$21,905.01	Tyler St. NE (NE corner of Tyler St. and CR 10)	4329 N WOODGATE LN, Egan MN 55122
01-30-24-22-0024	915 COUNTY ROAD 10 NE	SUNNY SMILES PLLC	*93.7*	$15,158.79	Center Dr. (NE corner of Tyler St. and CR 10)	11761 ARNOLD PALMER CT NE, Blaine MN 55434
01-30-24-22-0016	8501 POLK STREET NE	MORIARITY, PATRIC	---	*$4,333.16*	Polk St. NE (S end of Polk St. in Blaine) residential *(Assessment TBD)	8501 POLK STREET NE, Spring Lake Park MN 55434
			1371.80	$100,412.03		

Polk Street NE		$4,333.16
Cottagewood Residential		$26,631.39
Cottagewood Commercial	427.00	$32,383.68
Tyler St. Commercial	229.10	$37,063.80
Total	656.10	$100,412.03

RESOLUTION NO. 2026-55

A RESOLUTION RECEIVING FEASIBILITY REPORT AND CALLING HEARING ON IMPROVEMENT – 2027 STREET IMPROVEMENT PROJECT

WHEREAS, pursuant to Resolution 2026-49, approved by the City Council on October 19, 2026, Stantec has prepared a report regarding the proposed 2027 Street Improvement Project, consisting of improvements to Tyler Street NE from the city limits to the centerline of the Trunk Highway 10 Service Drive and Cottagewood Terrace NE from the city limits to the centerline of the Trunk Highway 10 Service Drive by rehabilitating said streets, along with any needed sanitary sewer, storm sewer, water system and sidewalk repairs discovered during the project; and

WHEREAS, the report was received by the City Council on the 16th day of November 2026; and

WHEREAS, the report provides information regarding whether the proposed improvement is necessary, cost-effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SPRING LAKE PARK, MINNESOTA:

1. The Council will consider the improvement of such streets in accordance with the report and the assessment of abutting property for all or a portion of the cost of the improvement pursuant to Minnesota Statute Chapter 429, at an estimated cost of the improvement of $188,851.00.
2. A public hearing shall be held on such proposed improvement on the 7th day of December, 2026 in the Spring Lake Park City Council Chambers at 7:00pm, or as soon thereafter, and the Administrator, Clerk/Treasurer shall give mailed and published notice of such hearing and improvement as required by law.

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 16th day of November 2026.

_____

Robert Nelson, Mayor

ATTEST:

_____

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

RESOLUTION NO. 2026-56

RESOLUTION CERTIFYING UNPAID UTILITY ACCOUNTS TO THE COUNTY AUDITOR FOR COLLECTION WITH PROPERTY TAXES

WHEREAS, City Council of the City of Spring Lake Park, Minnesota, by SLPC 5.04.040(C), has provided that uncollected utility charges shall become a lien against the property and be certified annually for the collection of said billings in the same manner as taxes; and

WHEREAS, the City has provided notice to the affected property owners of the amount due and the City's intent to certify the unpaid balance if not paid by the date specified in such notice; and

WHEREAS, the City Council finds that the amounts remaining unpaid are proper and correct, and should be certified for collection.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Spring Lake Park, Minnesota, that the amounts set forth in Exhibit A, attached hereto and incorporated herein by reference, are hereby certified to the appropriate County Auditor -- Anoka County or Ramsey County, as applicable to each parcel -- for collection with the 2027 property taxes in the same manner as other taxes; and

BE IT FURTHER RESOLVED that the Administrator, Clerk/Treasurer is hereby authorized and directed to transmit a certified copy of this resolution and the list of unpaid utility accounts to the appropriate County Auditor for collection.

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 16th day of November 2026.

_____
Robert Nelson, Mayor

ATTEST:

_____
Daniel Buchholtz, City Administrator

Exhibit A
Delinquent Utility Accounts

RAMSEY COUNTY

ACCOUNT NUMBER	PROPERTY PIN	UTILITY FUND #S85250001D	ADMIN FUND #	TOTAL
19-1810-00-01	06-30-23-32-0001	$620.41	$125.00	$745.41
19-1854-00-01	06-30-23-31-0223	$556.19	$125.00	$681.19
19-1870-00-03	06-30-23-31-0215	$137.65	$125.00	$262.65
49-8127-00-04	06-30-23-32-0075	$842.22	$125.00	$967.22
59-7941-00-01	06-30-23-32-0008	$186.91	$125.00	$311.91

ANOKA COUNTY

ACCOUNT NUMBER	PROPERTY PIN	UTILITY FUND #86147	ADMIN FUND #	TOTAL
05-8001-00-01	02-30-24-31-0053	$950.66	$125.00	$1,075.66
05-8140-00-01	02-30-24-24-0075	$178.65	$125.00	$303.65
05-8181-00-01	02-30-24-24-0053	$160.86	$125.00	$285.86
06-8006-00-02	02-30-24-31-0051	$211.32	$125.00	$336.32
06-8031-00-01	02-30-24-31-0017	$332.46	$125.00	$457.46
06-8042-00-01	02-30-24-31-0046	$870.20	$125.00	$995.20
78-0536-00-01	02-30-24-43-0075	$181.19	$125.00	$306.19
77-1303-00-02	01-30-24-43-0052	$380.49	$125.00	$505.49
79-0542-00-01	02-30-24-43-0018	$866.93	$125.00	$991.93
79-0615-00-01	02-30-24-42-0026	$537.47	$125.00	$662.47
80-1141-00-01	01-30-24-31-0017	$1,177.45	$125.00	$1,302.45
80-1161-00-06	01-30-24-31-0016	$801.79	$125.00	$926.79
81-0349-00-01	02-30-24-24-0020	$1,243.15	$125.00	$1,368.15
81-0533-00-03	02-30-24-13-0063	$523.25	$125.00	$648.25
81-0617-00-01	02-30-24-13-0069	$209.54	$125.00	$334.54
81-0637-00-01	02-30-24-13-0070	$980.14	$125.00	$1,105.14
81-0659-00-02	02-30-24-13-0072	$221.88	$125.00	$346.88
81-0701-00-01	02-30-24-14-0096	$449.05	$125.00	$574.05
81-0709-00-02	02-30-24-14-0097	$961.45	$125.00	$1,086.45
81-0809-00-00	02-30-24-14-0036	$835.35	$125.00	$960.35
82-0475-00-01	02-30-24-24-0031	$531.45	$125.00	$656.45
82-0717-00-01	02-30-24-14-0061	$385.39	$125.00	$510.39
82-0733-00-00	02-30-24-14-0063	$872.85	$125.00	$997.85
82-0946-00-05	01-30-24-23-0074	$870.73	$125.00	$995.73
83-0475-00-00	02-30-24-21-0088	$184.05	$125.00	$309.05
83-0651-00-00	02-30-24-12-0150	$1,034.42	$125.00	$1,159.42
83-1093-00-00	01-30-24-22-0130	$730.25	$125.00	$855.25
84-0541-00-01	02-30-24-12-0096	$411.73	$125.00	$536.73

ANOKA COUNTY

ACCOUNT NUMBER	PROPERTY PIN	UTILITY FUND #86147	ADMIN FUND #	TOTAL
84-0601-00-02	02-30-24-12-0093	$1,043.46	$125.00	$1,168.46
84-0871-00-01	02-30-24-11-0047	$184.05	$125.00	$309.05
01-7708-00-02	02-30-24-44-0112	$163.40	$125.00	$288.40
01-7730-00-01	02-30-24-44-0111	$324.72	$125.00	$449.72
01-7753-00-02	02-30-24-44-0109	$647.90	$125.00	$772.90
02-0716-00-03	02-30-24-14-0093	$112.16	$125.00	$237.16
02-0833-00-02	02-30-24-14-0022	$191.42	$125.00	$316.42
07-8055-00-04	01-30-24-31-0043	$537.74	$125.00	$662.74
08-8445-00-01	01-30-24-12-0012	$816.87	$125.00	$941.87
10-7730-00-00	01-30-24-34-0006	$783.36	$125.00	$908.36
10-8480-00-02	01-30-24-12-0003	$130.36	$125.00	$255.36
90-1332-00-02	01-30-24-43-0191	$425.39	$125.00	$550.39
90-1336-00-04	01-30-24-43-0189	$592.17	$125.00	$717.17
11-8460-00-02	01-30-24-22-0153	$495.55	$125.00	$620.55
11-8485-00-01	01-30-24-22-0009	$558.73	$125.00	$683.73
92-1335-00-02	01-30-24-43-0180	$747.51	$125.00	$872.51
19-1540-00-03	01-30-24-14-0001	$191.29	$125.00	$316.29
17-8414-00-01	01-30-24-22-0026	$168.79	$125.00	$293.79
15-8008-00-01	01-30-24-42-0061	$191.89	$125.00	$316.89
15-8097-00-01	01-30-24-42-0042	$1,050.02	$125.00	$1,175.02
18-8090-00-01	01-30-24-42-0009	$1,126.89	$125.00	$1,251.89
18-8091-00-02	01-30-24-42-0043	$297.61	$125.00	$422.61
10-8478-00-02	01-30-24-12-0004	$325.20	$125.00	$450.20
23-0733-00-00	02-30-24-14-0047	$236.87	$125.00	$361.87
25-0701-00-01	02-30-24-11-0133	$379.11	$125.00	$504.11
25-0744-00-02	02-30-24-11-0141	$928.65	$125.00	$1,053.65
26-7798-00-01	02-30-24-44-0077	$171.03	$125.00	$296.03
26-7980-00-00	02-30-24-41-0080	$192.12	$125.00	$317.12
26-8040-00-00	02-30-24-41-0036	$726.88	$125.00	$851.88
28-8015-00-00	02-30-24-42-0073	$969.19	$125.00	$1,094.19
29-8435-00-00	01-30-24-22-0105	$515.90	$125.00	$640.90
30-7713-00-05	01-30-24-43-0037	$960.12	$125.00	$1,085.12
30-7731-00-03	01-30-24-43-0031	$228.42	$125.00	$353.42
30-7738-00-00	01-30-24-43-0019	$1,092.05	$125.00	$1,217.05
32-8410-00-02	01-30-24-22-0085	$1,447.26	$125.00	$1,572.26
34-0827-00-00	02-30-24-11-0154	$163.07	$125.00	$288.07
34-0841-00-02	02-30-24-11-0153	$688.67	$125.00	$813.67
35-8032-00-02	02-30-24-42-0067	$944.18	$125.00	$1,069.18
37-0316-00-03	02-30-24-21-0072	$1,011.17	$125.00	$1,136.17
37-0458-00-01	02-30-24-21-0063	$566.76	$125.00	$691.76
37-0459-00-01	02-30-24-21-0048	$2,036.40	$125.00	$2,161.40

ANOKA COUNTY

ACCOUNT NUMBER	PROPERTY PIN	UTILITY FUND #86147	ADMIN FUND #	TOTAL
37-0706-00-00	02-30-24-11-0028	$827.86	$125.00	$952.86
37-0880-00-01	02-30-24-11-0179	$428.25	$125.00	$553.25
38-0408-00-01	02-30-24-21-0037	$946.05	$125.00	$1,071.05
38-0416-00-01	02-30-24-21-0036	$308.23	$125.00	$433.23
38-0828-00-01	02-30-24-11-0109	$825.85	$125.00	$950.85
43-7745-00-05	02-30-24-44-0072	$364.42	$125.00	$489.42
43-7800-00-00	02-30-24-43-0130	$310.14	$125.00	$435.14
43-7859-00-01	02-30-24-44-0058	$837.45	$125.00	$962.45
43-8025-00-02	02-30-24-41-0059	$246.59	$125.00	$371.59
43-8350-00-05	02-30-24-12-0013	$833.24	$125.00	$958.24
44-0911-00-00	01-30-24-33-0006	$1,042.02	$125.00	$1,167.02
46-8333-00-02	01-30-24-21-0017	$165.94	$125.00	$290.94
52-8022-00-02	02-30-24-41-0052	$240.84	$125.00	$365.84
56-0518-00-01	02-30-24-42-0005	$333.07	$125.00	$458.07
56-0531-00-02	02-30-24-42-0116	$613.27	$125.00	$738.27
56-0560-00-01	02-30-24-42-0008	$954.91	$125.00	$1,079.91
61-8401-00-01	01-30-24-11-0051	$215.72	$125.00	$340.72
61-8406-00-03	01-30-24-00-0071	$363.50	$125.00	$488.50
62-8220-00-04	01-30-24-23-0034	$855.24	$125.00	$980.24
62-8280-00-04	01-30-24-23-0030	$1,185.86	$125.00	$1,310.86
62-8298-00-02	01-30-24-23-0028	$962.16	$125.00	$1,087.16
64-7932-00-05	02-30-24-31-0021	$1,258.77	$125.00	$1,383.77
64-8069-00-02	02-30-24-42-0104	$312.96	$125.00	$437.96
64-8100-00-02	02-30-24-24-0001	$176.11	$125.00	$301.11
65-7716-00-02	01-30-24-33-0058	$395.07	$125.00	$520.07
65-8131-00-01	01-30-24-23-0069	$479.73	$125.00	$604.73
65-8174-00-03	01-30-24-23-0075	$171.03	$125.00	$296.03
68-7720-00-02	02-30-24-44-0098	$332.76	$125.00	$457.76
68-8017-00-03	02-30-24-41-0012	$813.70	$125.00	$938.70
68-8024-00-01	02-30-24-41-0023	$1,098.75	$125.00	$1,223.75
74-8330-00-02	01-30-24-11-0032	$794.70	$125.00	$919.70
75-0331-00-00	02-30-24-31-0068	$976.66	$125.00	$1,101.66
75-0367-00-00	02-30-24-31-0063	$351.25	$125.00	$476.25
75-1544-00-03	01-30-24-41-0059	$200.00	$125.00	$325.00

Memorandum

Spring Lake Park
History. Community. Home.

To: **Mayor Nelson and Members of the City Council**
From: **Daniel R. Buchholtz, ICMA-CM, Administrator, Clerk/Treasurer**
Date: **September 30, 2026**
Subject: **Certification of Delinquent Utility Accounts to Property Taxes**

Section 5.04.040(C) of the Spring Lake Park City Code authorizes the City to certify unpaid utility charges to the County Auditor for collection with property taxes. This process allows the City to recover outstanding utility charges and helps ensure that the costs of providing utility services are borne by the properties receiving those services.

As part of the City's annual certification process, staff has reviewed delinquent utility accounts and provided notice to affected property owners of their outstanding balances and the City's intent to certify unpaid amounts to their property taxes.

Resolution No. 2026-56 provides for the certification of delinquent utility accounts to Anoka and Ramsey Counties for collection with the 2027 property taxes.

The proposed certification includes 108 delinquent accounts, with outstanding utility charges totaling $64,023.96. Each account also includes a $125 administrative fee to recover costs associated with the certification process.

The amounts proposed for certification are summarized below:

County	Accounts	Total Certification
Anoka County	103	$74,555.58
Ramsey County	5	$2,968.38
Total	**108**	**$77,523.96**

The total certification includes $64,023.96 in delinquent utility charges and $13,500 in administrative fees.

Certification of these accounts allows the outstanding balances to be collected through the property tax system rather than remaining as unpaid utility receivables. This process protects the City's utility funds and promotes fairness among utility customers.

Staff recommends that the City Council approve Resolution No. 2026-56, certifying delinquent utility accounts to the Anoka and Ramsey County Auditors for collection with the 2027 property taxes.

Memorandum

Spring Lake Park
History. Community. Home.

To: **Mayor Nelson and Members of the City Council**
From: **Daniel R. Buchholtz, ICMA-CM, Administrator, Clerk/Treasurer**
Date: **October 30, 2026**
Subject: **Authorization to Begin Hiring Process – Public Works Maintenance Worker**

Staff is requesting City Council authorization to begin the hiring process for a Public Works Maintenance Worker.

The Public Works Department is responsible for maintaining the City's streets, utilities, parks, and public facilities. Adequate staffing is necessary to ensure these services are provided in a timely and efficient manner.

Staff would like to begin the recruitment process to fill the position, particularly with the winter season approaching. Beginning the process now will allow sufficient time to advertise the position, interview applicants, and select a qualified candidate.

The position is included in the City's authorized staffing complement. Salary and benefits are established by the applicable collective bargaining agreement, with funding provided through the City's operating budgets.

Staff recommends that the City Council authorize staff to begin the hiring process for a Public Works Maintenance Worker.

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	Re:	**Status Report for 11.16.26 Meeting**
From:	Phil Gravel	File No.:	R:\client\municipal\spring_lake_park_ci_mn (18GEN)

Note: Updated information is shown in *italics.*

2026 Street Project (193807587). This project included a street mill and overlay on Plaza Blvd., Theorin Terrace, Center Drive, Sunset Rd. and a portion of the Hwy-10 Frontage Road. Council awarded the bid to ASTECH on June 15th. *Construction is complete. Final Contractor payment will be processed in the coming weeks.*

2027 Street Project (193807587). The City may complete a 2027 street paving project in the area north of Highway 10 and west of TH-65 in conjunction with a planned project in Blaine. The project will include the Spring Lake Park portions of **Tyler Street and Cottagewood Terrace**. No work needs to be completed on the Frontage Road. The proposed work will include:

- Replacing all Spring Lake Park water valves and hydrants.
- 1.5-inch mill and overlay on Cottagewood Terrace.
- Full street reclaim and adding concrete curb and gutter on Tyler Street NE.

Project schedule:

Authorize Feasibility Report	October 19, 2026
Accept Report and Call for Improvement Hearing	*November 16, 2026*
Public Improvement Hearing	December 7, 2026

The City of Blaine is preparing a Joint Powers Agreement. A project Feasibility Report has been prepared (see separate letter).

American Water Infrastructure Act Plan Update (PN 173411298). The City is required to conduct and certify a Risk and Resilience Assessment (RRA) and an Emergency Response Plan (ERP) this year (every 5 years). *The RRA and ERP are currently being revised. THE RRA was certified on 6/30/26. The ERP will be updated to meet the 12/30/26 completion deadline. A draft copy will be submitted to city staff in early December for review.*

2027-2028 Water Tower Maintenance Project (193807712). The CIP includes new coatings on the Able and Arthur water towers in 2027 and 2028. City Administrator has applied for Congressional funding (*updated funding information anticipated in December 2026)*. KLM Engineering to manage the antenna relocation process on behalf of the City. *Next steps are to have KLM review previous inspections and to have Stantec begin the design process. Able will be first followed by Arthur. Tentative schedule is to submit construction plans to MDH in December for permitting.*

2026 Sanitary Sewer Service Clean and Grout Project (193807597). Council authorized this sewer lateral cleaning and grouting project in December 2025. *Bids will be received in 2026, and construction will be in 2027*.

Please contact Evan Monson, Bruce Paulson, Nate Drews, Jack Menke, Mark Janovek, or me if you have questions.