



CITY COUNCIL REGULAR AGENDA

TUESDAY, JANUARY 21, 2025

ABLE PARK BUILDING, 8200 ABLE STREET NE at 7:00 PM

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. ADDITIONS OR CORRECTIONS TO AGENDA**
- 5. DISCUSSION FROM THE FLOOR**
- 6. CONSENT AGENDA**
 - [A.](#) Approval of Minutes - January 6, 2025 City Council Meeting
 - [B.](#) Approval of Claims List - General Disbursement #24-23 - \$1,057,428.19
 - [C.](#) Revenue and Expenditure Report - December 2024
 - [D.](#) Contractor's request for Payment #6 - 2024 Sanburnol, Elm Drive and 83rd Avenue Improvements Project - \$77,452.76
 - [E.](#) Approval of Public Right of Way Application - Telecom Construction for Lumen (7703 Lakeview Lane NE)
 - [F.](#) Approval of Public Right of Way Application - Telecom Construction for Lumen (8025 Benjamin Street NE)
 - [G.](#) Approval Public Right of Way Application - Telecom Construction for Lumen (7884 Monroe Street NE)
 - [H.](#) Contractor's Licenses
 - [I.](#) Sign Permit
- 7. DEPARTMENT REPORTS**
 - A. SBM Fire Department Report - Chief Retka
 - [B.](#) Police Report
- 8. ORDINANCES AND/OR RESOLUTIONS**
 - [A.](#) Resolution 2025-01, Approval of Appointments
 - [B.](#) Ordinance 500 - Comcast Franchise Agreement Extension
 - [C.](#) Resolution 2025-02, Authorizing Summary Publication of Ordinance 500, Franchise Extension Agreement
 - [D.](#) Resolution 2025-03, Resolution of Support For MACTA Efforts To Modernize Public, Education And Government (PEG) Programming/Public Access Funding
- 9. UNFINISHED BUSINESS**
 - [A.](#) Authorize Hiring Process for Fire Inspector/Code Enforcement Officer
- 10. NEW BUSINESS**

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

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

11. REPORTS

- A. Attorney Report
- [B.](#) Engineer Report
- [C.](#) Administrator Report

12. OTHER

- A. Motion to Close City Council Meeting to Develop or Consider Offers or Counteroffers for the Purchase or Sale of Real Property Pursuant to M.S. 13D.05, subd. 3(c)3

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.

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council Regular was held on January 06, 2025 at the City Hall, at 7:00 PM.

1. CALL TO ORDER

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

2. OATH OF OFFICE

- A. Councilmember Barbara Goodboe-Bisschoff
- B. Councilmember Lisa Dircks

Administrator Buchholtz administered the Oath of Office.

3. ROLL CALL

MEMBERS PRESENT

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

STAFF PRESENT

Building Official Jeff Baker, Public Works Director George Linngren, Police Chief Antoine, Parks and Recreations Director Kay Okey, Administrator Daniel Buchholtz

4. PLEDGE OF ALLEGIANCE

5. ADDITIONS OR CORRECTIONS TO AGENDA

6. DISCUSSION FROM THE FLOOR

None

7. CONSENT AGENDA

- A. Approval of Minutes – December 16, 2024 City Council Meeting
- B. Approval of Change Order #4 – City Hall Renovation/Expansion Project
- C. Contractor's Request for Payment #11 – City Hall Renovation/Expansion Project - \$119,453
- D. Accept Resignation Letter for Code Enforcement Inspector Walter Morris
- E. Authorize Closure of City Hall on Friday after Juneteenth and Christmas 2025
- F. Approval of Public Right of Way Applications – Xcel Energy (7 applications)
- G. Contractor's Licenses

Motion made by Councilmember Wendling to approve the Consent Agenda.

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

8. DEPARTMENT REPORTS

A. Public Works Report

Public Works Director Linngren stated that the department plowed twice in December. He stated that there were two water main breaks. He stated that the department has been making ice for the skating rinks.

B. Code Enforcement Report

Building Official Baker gave an update on the permits issued this year. He stated that there were 526 permits issued this year compared to 535 permits in 2023. He stated that there were 1807 inspections for 2024 versus 1840 inspections in 2023.

Building Official Baker gave an update on 8310 Able Street NE. He stated that the owner was able to redeem the property. He noted that he is waiting to touch base with the representative of the home on how to proceed with the cleanup process.

C. Parks and Recreation Report

Parks and Recreation Director Okey gave an update on the Recreation programs offered for youth during the winter break. She stated that the skating rinks are up and running. Director Okey stated that the Tower Days Committee will meet at the end of January, 2025.

Director Okey stated that Recreation Supervisor Goldberg participated in a sports management workshop and Recreation Supervisor Scanlon led an extend tour to Omaha with a group of 38 people. She noted that she will be training the staff on the new facility reservation system for City Hall. Director Okey noted that softball registration is now open and the program has expanded to include Mounds View and New Brighton.

9. ORDINANCES AND/OR RESOLUTIONS

A. Resolution 2025-01, Approval of Appointments

Administrator Buchholtz stated that the Mayor's recommendation for committee appointments are incorporated into Resolution 2025-01.

Motion made by Mayor Nelson to approve Resolution 2025-01, Approving 2025 Appointments.

Voting Aye: Councilmember Goodboe-Bisschoff, Mayor Nelson. Voting Nay: Councilmember Wendling, Councilmember Dircks, Councilmember Moran. Motion failed 3-2.

Mayor Nelson directed staff to place this item on the 1/21/25 work session agenda.

10. NEW BUSINESS

A. Appointment of Parks and Recreation Director

Administrator Buchholtz stated that staff is recommending the promotion of Anne Scanlon to the Parks and Recreation Director position. He gave an overview of the hiring process, and stated that Ms. Scanlon was the choice for both committees, which consisted of Department Heads and recreation staff and commissioners. Administrator Buchholtz stated that Ms. Scanlon would start at Step 2 of the salary schedule, or \$43.29/hour.

Motion made by Mayor Nelson to authorize Appointment of Parks and Recreation Director.

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

B. Authorize Hiring Process for Recreation Program Supervisor Position

Administrator Buchholtz stated that with the promotion of Ms. Scanlon to the position of Parks and Recreation Director, the Recreation Program Supervisor position has become vacant. He stated that the Recreation Supervisor position focuses on adult and senior programming.

Administrator Buchholtz stated that staff is seeking authority to initiate the hiring process for Recreation Program Supervisor. He noted the 2025 salary range for the position is \$34.02-\$41.82/hour.

Motion made by Councilmember Wendling to Authorize Hiring Process for Recreation Program Supervisor Position.

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

C. Authorize Hiring Process for Fire Inspector/Code Enforcement Officer

Administrator Buchholtz stated that with the resignation of Walter Morris the position of Fire Inspector/Code Enforcement is now vacant. He gave an overview of the position, stating that it is a dual focus on fire safety and property maintenance.

Administrator Buchholtz stated that staff is seeking approval to begin the hiring process for the position of Fire Inspector/Code Enforcement Official. He stated that the 2025 salary range for the position is \$34.02-\$41.81/hour.

Motion made by Councilmember Goodboe-Bisschoff to schedule discussion on the Hiring Process for Fire Inspector/Code Enforcement Officer to a Council Workshop.

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

11. REPORTS

A. Attorney Report

None

B. Engineer Report

Accept report as submitted

C. Administrator Report

Administrator Buchholtz stated progress was continuing on the two property acquisitions. He stated the purchase agreement for 8492 has been extended by 30 days to finalize quotes for installing a vapor barrier. He noted that the barrier required by the Phase II environmental study, addresses contamination from dry cleaning chemicals in the soil and is essential for compliance with tenant requirements. Administrator Buchholtz stated future redevelopment of the site may qualify for Superfund assistance, and staff is exploring grant opportunities at the state level. He noted that with existing leases extending into the early 2030s, there is ample time to develop a grant application.

Administrator Buchholtz said a work session scheduled for January 21, 2025 will address several topics, which include a presentation on the human animal ordinance, discussion on the appointments and the consideration of the fire inspector/code enforcement officer position.

12. OTHER

A. Correspondence

None

B. Beyond the Yellow Ribbon

Mayor Nelson gave an update on Beyond the Yellow Ribbon activities. He stated that the committee gave a total of \$450 to 3 military families. He stated that there will be an upcoming fundraiser in support of the veterans and their families.

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 7:56 PM.

Robert Nelson, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

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

Date: December 2024
Page: 1
Claim Res. #24-23

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>		<u>AMOUNT</u>
76776	AMERITAS	PAYROLL	\$	68.72
76777	CENTRAL PENSION FUND	PAYROLL	\$	3,120.00
76778	DEARBORN LIFE INSURANCE COMPANY	PAYROLL	\$	387.20
76779	HEALTH PARTNERS, INC	PAYROLL	\$	30,318.04
76780	LELS	PAYROLL	\$	669.75
76781	LOCAL 49	PAYROLL	\$	210.00
76782	METLIFE	PAYROLL	\$	1,884.84
76783	NCPERS GROUP LIFE INS	PAYROLL	\$	32.00
76784	AMBIA ENERGY, LLC.	PERMIT P2024-0188 FOR 724 82ND AVE REFUND	\$	238.92
76785	CAR WASH PARTNERS INC (dba: MISTER CAR WASH)	CAR WASHES	\$	24.00
76786	COMPUTER INTERGRATION TECHNOLOGIES	ON SITE & REMOTE SUPPORT	\$	264.00
76787	CONNEXUS ENERGY	MONTHLY UTILITIES	\$	343.85
76788	EMERGENCY AUTOMOTIVE TECHNOLOGIES	UNIT 223 LIGHTHEAD	\$	113.10
76789	HEARTLAND TIRE INC	REPAIR LEAKING TIRE	\$	30.00
76790	MANSFIELD SERVICE PARTNERS SOUTH, LLC	UNLEADED FUEL	\$	771.89
76791	METLIFE	COBRA DENTAL PMNT	\$	155.30
76792	MICHAEL LEDMAN	ADULT YOGA NOVEMBER SESSION	\$	263.25
76793	MIKE LONG	COURT TIME CASE# 02-FA-21-817	\$	110.94
76794	NEW BRIGHTON PARKS & RECREATION	SPRING SUMMER VOLLEYBALL/BEAN BAG	\$	2,752.49
76795	SHRED-IT USA	SHREDDING SERVICES	\$	283.58
76796	SIDEKICK THEATER	DAY TRIP-BELLS WILL BE RINGIN'	\$	1,862.00
76797	ST. JOHN THE BAPTIST GREEK ORTHODOX CHURCH	LUNCH TOUR W/ PROGRAM-OMAHA HOLIDAY	\$	855.00
76798	STEFFI VILLAGOMEZ	MENAGERIE RUGBY CLUB DAMAGE DEPOSIT	\$	100.00
76799	TASC	COBRA ADMIN FEE	\$	35.20
76800	USS MINNESOTA ONE MT LLC	SOLAR	\$	9,324.76
76801	WALTERS RECYCLING REFUSE SERV	2YD ORGANICS / 6YD TRASH SERVICES	\$	760.81
76802	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES / RANGE EQUIP	\$	411.05
76803	AMERICAN SANDBLASTING, INC.	SAND BLAST 2 FUEL TANKS	\$	2,500.00
76804	AMERIFORMS	AP CHECK BLANKS	\$	340.00
76805	ANOKA COUNTY PROPERTY RECORDS	RESOLUTION RECORDINGS	\$	138.00
76806	BARBARA HARLAN	RECREATION COMMISSION STIPEND	\$	280.00
76807	BRAD DELFS	PLANNING COMMISSION STIPEND	\$	315.00
76808	CADY BUSINESS TECHNOLOGIES	SUPPLIES / PHONE SYSTEM	\$	1,244.29
76809	CARSON, CLELLAND & SCHREDER	ATTORNEY SERVICES	\$	10,897.00
76810	CENTERPOINT ENERGY	MONTHLY UTILITIES	\$	1,103.46
76811	CHRIS LAMMERS	RECREATION COMMISSION STIPEND	\$	280.00
76812	CINTAS	FLOOR MATS	\$	276.94
76813	CITY OF BLAINE	2ND HALF SBM CAPTIAL CONT/ FIRE BOND LEVY	\$	56,588.75
76814	COMM-WORKS, LLC	PARK CAMERA MONITORING	\$	275.00
76815	COMPUTER INTERGRATION TECHNOLOGIES	ONSITE SERVICES / CABLING / RETAINER	\$	22,673.00
76816	CONSTRUCTION RESULTS CORP	CITY HALL RENO / EXPANSION PMNTS 9 & 10	\$	249,271.82
76817	DAVE PERKINS CONTRACTING INC	DIG @ 8284 FILLMORE ST	\$	7,250.00
76818	ECM PUBLISHERS, INC.	2025 FEE SCHED / ABLE ST /ORD 499 /MS4	\$	258.00
76819	ERIC JULIEN	PLANNING COMMISSION STIPEND	\$	210.00
76820	ERIK OLSEN	RECREATION COMMISSION STIPEND	\$	175.00
76821	FASTENAL COMPANY	PARTS	\$	18.50
76822	FERGUSON WATERWORKS #2518	CALIBRATION FEE	\$	99.00
76823	GOPHER STATE ONE-CALL INC	LOCATES	\$	48.60

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

Date: December 2024
Page: 2
Claim Res. #24-23

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>		<u>AMOUNT</u>
76824	HANS HANSEN	PLANNING COMMISSION STIPEND	\$	315.00
76825	INNOVATIVE OFFICE SOLUTIONS LLC	OFFICE SUPPLIES	\$	547.01
76826	J. BECHER & ASSOCIATES, INC	VARIOUS REPAIRS	\$	4,386.09
76827	JEFF SANDINO	THAI COOKING CLASS 12/06	\$	252.00
76828	JILL MASON	LIGHT UP TREE ART CLASS	\$	360.00
76829	JOEY D'S TREE SERVICE	CUT DOWN & HAUL LG ELM - TIRE SHOP	\$	2,500.00
76830	JOSH ANTOINE	UNIFORM ALLOWANCE / CELL REIMBURSEMENT	\$	90.00
76831	JSB SURVEILLANCE	ARTHUR ST PUMP HOUSE SURVEILLANCE	\$	6,634.00
76832	KELSEY HOLLIHAN	PLANNING COMMISSION STIPEND	\$	35.00
76833	KENNETH A. TOLZMANN, SAMA	4TH QTR 2025 PAYABLE 2026 PROP TAXES	\$	9,425.63
76834	KIM KILEY	UNIFORM ALLOWANCE-LANDS' END REIMB	\$	63.95
76835	LEE'S HEATING & AIR	TERRACE WARMING HOUSE REPAIRS	\$	150.00
76836	LINDA SCHUVEILLER	TOMATO CAGE GNOME REFUND	\$	47.00
76837	LISA MURPHY	UNIFORM ALLOWANCE-MARSHALL'S REIMB	\$	83.96
76838	MANSFIELD SERVICE PARTNERS SOUTH, LLC	UNLEADED / DIESEL FUEL	\$	2,135.03
76839	MARCO TECHNOLOGIES, LLC	COPIER	\$	882.64
76840	MARIE RIDGEWAY LISS, LLC	SLP POWER PROGRAM	\$	690.00
76841	MARK HOARD	RECREATION COMMISSION STIPEND	\$	245.00
76842	MENARDS - BLAINE	PARTS	\$	138.61
76843	MENARDS-CAPITAL ONE TRADE CREDIT	CC PMNT	\$	485.72
76844	METRO-INET	DATA SERVICES	\$	173.00
76845	METROPOLITAN COUNCIL	WASTE WATER SERV DEF REV / SAC DEFFERAL	\$	57,516.12
76846	MIKE MCPHILLIPS INC	FALL STREET SWEEPING	\$	11,537.50
76847	MINNEAPOLIS SAW COMPANY, INC.	BLADE ROTOR & SCRAPER	\$	102.19
76848	MUNICIPAL PAVING PLANT	ASPHALT MIX	\$	301.96
76849	NAPA AUTO PARTS	PARTS	\$	405.83
76850	NORSAN	SUPPLIES	\$	28.25
76851	NORTH VALLEY INC	ST IMPROVEMENT / BLVD RESTORATION	\$	87,142.93
76852	NORTHERN TOOL & EQUIPMENT	PARTS	\$	31.33
76853	PLAN IT SOFTWARE LLC	PLAN IT SOFTWARE	\$	3,000.00
76854	RECYCLE TECHNOLOGIES	11/09 RECYCLING EVENT	\$	1,399.20
76855	RICK COBBS	PLANNING COMMISSION STIPEND	\$	350.00
76856	RYAN MCLAUGHLIN	RECREATION COMMISSION STIPEND	\$	175.00
76857	SHARON WEIGHOUS	PLANNING COMMISSION STIPEND	\$	315.00
76858	SMITH & LOVELESS, INC.	PARTS	\$	107.58
76859	STANTEC	CONSULTING SERVICES	\$	19,411.61
76860	SUMMIT FIRE PROTECTION	ANNUAL MONITORING--CITY HALL	\$	780.00
76861	THE HOME DEPOT CREDIT SERVICES	CC PMNT	\$	1,656.08
76862	TRI STATE BOBCAT INC	PARTS	\$	291.70
76863	TWIN CITIES BMEU WEST	POSTAGE FOR 2024 4TH QTR USAGE BILLS	\$	900.00
76864	VISU-SEWER INC	REINSTATE LATERAL TO PARK	\$	2,272.50
76865	WALTERS RECYCLING REFUSE SERV	MONTHLY RECYCLING / FALL LEAF DROP /ST SW	\$	22,036.25
76866	WANNIE-MAE PARSONS	RECREATION COMMISSION STIPEND	\$	175.00
76867	XCEL ENERGY	MONTHLY UTILITIES	\$	10,448.93
76868	ANOTHONY BENNEK	UNIFORM ALLOWANCE-KOHL'S REIMB	\$	2.39
76869	ASPEN MILLS	UNI ALLOW-HASTE/KILEY/GULBRANSON/BLOOMER	\$	3,862.63
76870	HAWKINS WATER TREATMENT	WATER CHEMICALS	\$	140.00
76871	HEALTH PARTNERS OCCUPATIONAL HEALTH	MEDICAL EXPENSES-HASTE	\$	757.00

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

Date: December 2024
Page: 3
Claim Res. #24-23

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>		<u>AMOUNT</u>
76872	HEARTLAND TIRE INC	UNIT 223 REPAIR & MAINTENANCE	\$	30.00
76873	KELSEY SMITH	UNI ALLOW-AMAZON/ STREICHERS REIMB	\$	420.43
76874	LANGUAGE LINE SERVICES	INTERPRETATION SERVICES	\$	110.21
76875	LITHIA MOTORS SUPPORT SERVICES	AUTO EQUIPMENT & REPAIR	\$	347.65
76876	MANSFIELD SERVICE PARTNERS SOUTH, LLC	UNLEADED FUEL	\$	1,628.15
76877	MARTIN-MCALLISTER	PUBLIC SAFETY ASSESSMENT-HASTE	\$	625.00
76878	MUNICIPAL PAVING PLANT	ASPHALT MIX	\$	301.96
76879	NYSTROM PUBLISHING CO	JAN-MAY 2025 PARK & REC CATALOG	\$	9,058.38
76880	OFFICE OF MN.IT SERVICES	FIBER OPTICS	\$	44.60
76881	OSI ENVIRONMENTAL INC	OIL FILTERS-UNCRUSHED	\$	50.00
76882	QC DANCE	2024 FALL CLASSES	\$	480.00
76883	REVOLUTIONARY SPORTS	2024 FALL SESSION IV BASKETBALL CLASSES	\$	375.20
76884	STREICHER'S	SUPPLIES/ BADGES/ VEST-LEMKE/ RANGE EQUIP	\$	3,269.68
76885	SUNSET LAW ENFORCEMENT	RANGE EQUIPMENT & SUPPLIES	\$	4,397.26
76886	AMERITAS	PAYROLL	\$	71.78
76887	CENTRAL PENSION FUND	PAYROLL	\$	3,120.00
76888	DEARBORN LIFE INSURANCE COMPANY	PAYROLL	\$	389.38
76889	HEALTH PARTNERS, INC	PAYROLL	\$	30,730.21
76890	LELS	PAYROLL	\$	669.75
76891	LOCAL 49	PAYROLL	\$	210.00
76892	METLIFE	PAYROLL	\$	1,945.53
76893	NCPERS GROUP LIFE INS	PAYROLL	\$	32.00
76894	ANOKA COUNTY TREASURY	USED OIL CLASS I LICENSE FEE	\$	100.00
76895	ASPEN MILLS	UNIFORM ALLOWANCE - MURPHY / HASTE	\$	1,731.55
76896	AT & T MOBILITY	CELL PHONE SERVICES	\$	1,170.80
76897	CENTERPOINT ENERGY	MONTHLY UTILITIES	\$	358.69
76898	CINTAS	FLOOR MATS	\$	166.71
76899	CITY OF FRIDLEY	FALL VOLLEYBALL / PICKLEBALL	\$	6,356.48
76900	CITY VIEW PROPERTY LLC	ESCROW REFUND 8302 HWY 65	\$	455.50
76901	COMCAST	8251 ARTHUR MONTHLY UTILITIES	\$	113.07
76902	COMPUTER INTERGRATION TECHNOLOGIES	CONTRACTUAL SERVICES	\$	16,643.51
76903	CONNEXUS ENERGY	MONTHLY UTILITIES	\$	344.38
76904	ECM PUBLISHERS, INC.	ORDINANCE NO. 498	\$	53.75
76905	FRIENDLY CHEVROLET GEO. INC.	STEP & MAT PKG FOR NEW PICKUP	\$	514.25
76906	GREEN LAMPS RECYCLING LLC	HOLIDAY LIGHT, ELECTRONICS, ETC RECYCLING	\$	97.00
76907	HALEY MORRISON	HOLIDAY PARTY / 2024 MILEAGE REIMBURSEMENT	\$	127.99
76908	HIPERLINE	SPECTRASHIELD LINER TO 2 MANHOLES	\$	14,077.20
76909	I STATE TRUCK CENTER	CAP OIL	\$	11.98
76910	INNOVATIVE OFFICE SOLUTIONS LLC	OFFICE SUPPLIES	\$	174.41
76911	J. BECHER & ASSOCIATES, INC	REPAIR LED POLE LIGHT-TRIANGLE PARK	\$	625.21
76912	KACHINA TRACY	COOKIE DOUGH MAKING	\$	350.00
76913	KAY OKEY	MILEAGE REIMB 11/24 - 12/24	\$	59.36
76914	MENARDS - BLAINE	PLUNGERS	\$	14.16
76915	METLIFE	COBRA DENTAL PMNT	\$	155.30
76916	MINNESOTA POLLUTION CONTROL AGENCY	VIC REIMB/ GUANG ZHOU	\$	150.00
76917	NEW BRIGHTON PARKS & RECREATION	FALL VOLLEYBALL	\$	2,611.20
76918	NORTH METRO MAYORS ASSOC	2025 NM MAYORS ASSOC. MEMBERSHIP DUES	\$	2,718.00
76919	NORTHLAND TRUST SERVICES, INC.	GEN OBLIG CAP IMPROVEMENT PLAN BONDS	\$	279,520.14

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

Date: December 2024
Page: 4
Claim Res. #24-23

76920	PSHRA-MN	2025 MEMBERSHIP DUES-BARKER	\$	50.00
76921	SHRED-IT USA	SHREDDING SERVICES	\$	141.19
76922	TASC	COBRA ADMIN FEE	\$	35.20
76923	TWIN CITIES BMEU WEST	POSTAGE FOR 2024 4TH QTR USAGE BILLS	\$	100.00
76924	USS MINNESOTA ONE MT LLC	SOLAR	\$	3,817.61
76925	WALTERS RECYCLING REFUSE SERV	2YD ORGANICS / 6YD TRASH SERVICES	\$	691.81
76926	XCEL ENERGY	MONTHLY UTILITIES	\$	1,164.90
		TOTAL DISBURSEMENTS	\$	<u>1,057,428.19</u>

*****This list includes 2025 budget expenses*****

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 12/31/2024

GL Number	Description	2024 Amended Budget	YTD Balance 12/31/2024 Normal (Abnormal)	Activity For 12/31/2024 Increase (Decrease)	Available Balance 12/31/2024 Normal (Abnormal)	% Bdgt Used
Fund: 101 GENERAL FUND						
Account Category: Revenues						
Department: 00000						
101.00000.31010	CURRENT TAXES	3,823,887.00	3,905,683.09	1,839,346.41	(81,796.09)	102.14
101.00000.31020	DELINQ TAXES	0.00	20,960.89	802.36	(20,960.89)	100.00
101.00000.31910	PENALTIES & INTEREST	0.00	24,812.61	11,960.73	(24,812.61)	100.00
101.00000.32110	LIQUOR LICENSES	31,827.00	54,376.74	20,400.00	(22,549.74)	170.85
101.00000.32111	OFF-SALE LIQUOR	310.00	0.00	0.00	310.00	0.00
101.00000.32178	PAWN INVESTIGATION FEE	0.00	100.00	0.00	(100.00)	100.00
101.00000.32179	PAWN SHOP LICENSES	6,252.00	5,731.00	521.00	521.00	91.67
101.00000.32180	CIGARETTE,DANCE,BINGO & MISC LIC	6,000.00	8,675.00	2,600.00	(2,675.00)	144.58
101.00000.32181	SIGN PERMITS	5,500.00	7,482.50	2,000.00	(1,982.50)	136.05
101.00000.32208	CONTRACTORS LICENSES	8,500.00	11,480.00	420.00	(2,980.00)	135.06
101.00000.32210	BUILDING PERMIT	75,000.00	85,450.15	2,401.93	(10,450.15)	113.93
101.00000.32211	BUILDING PERMIT SURCHARGES	5,000.00	2,582.46	65.24	2,417.54	51.65
101.00000.32216	ELECTRICAL PERMITS / PLAN REVIEW	0.00	855.00	855.00	(855.00)	100.00
101.00000.32217	ELECTRICAL PERMIT SURCHARGES	0.00	32.00	32.00	(32.00)	100.00
101.00000.32230	PLUMBING PERMIT	5,000.00	6,492.95	513.00	(1,492.95)	129.86
101.00000.32231	PLUMBING PERMIT SURCHARGES	500.00	95.12	7.00	404.88	19.02
101.00000.32232	HEATING & A/C PERMITS	10,000.00	12,287.26	1,446.40	(2,287.26)	122.87
101.00000.32233	HTG & A/C SURCHARGES	1,000.00	241.85	36.50	758.15	24.19
101.00000.32240	PET LICENSE	400.00	1,073.00	20.00	(673.00)	268.25
101.00000.32260	CERTIFICATE OF OCCUPANCY	3,000.00	2,850.00	0.00	150.00	95.00
101.00000.32261	VACANT PROPERTY REGISTRATION	2,000.00	600.00	0.00	1,400.00	30.00
101.00000.32262	SOLICITORS LICENSE	0.00	50.00	0.00	(50.00)	100.00
101.00000.33401	LOCAL GOVERNMENT AID	771,720.00	771,720.00	385,860.00	0.00	100.00
101.00000.33403	LOCAL PERFORMANCE AID	0.00	1,030.00	1,030.00	(1,030.00)	100.00
101.00000.33416	POLICE TRAINING REIMB	10,000.00	11,150.06	0.00	(1,150.06)	111.50
101.00000.33421	INSURANCE PREMIUM-POLICE	95,000.00	138,730.12	0.00	(43,730.12)	146.03
101.00000.34102	ZONING LETTERS	200.00	200.00	0.00	0.00	100.00
101.00000.34103	SPEC USE,ZONING,SUB-DIV	5,500.00	13,435.44	0.00	(7,935.44)	244.28
101.00000.34104	PLAN CHECKING FEES	40,000.00	4,867.23	75.00	35,132.77	12.17
101.00000.34105	SALE OF MAPS,COPIES ETC	300.00	0.00	0.00	300.00	0.00
101.00000.34107	ASSESSMENT SEARCHES	100.00	25.00	0.00	75.00	25.00
101.00000.34108	ADMINISTRATION SAC CHARGES	100.00	0.00	0.00	100.00	0.00
101.00000.34109	FILING FEES	60.00	75.00	0.00	(15.00)	125.00
101.00000.34111	ADM. GAMBLING EXPENSES	41,027.00	0.00	0.00	41,027.00	0.00
101.00000.34115	GUN RANGE FACILITY USE	375.00	0.00	0.00	375.00	0.00
101.00000.34117	ROOM-FACILITY RENTAL	500.00	0.00	0.00	500.00	0.00
101.00000.34201	POLICE & FIRE ALARM PERMIT	3,500.00	0.00	0.00	3,500.00	0.00
101.00000.34202	POLICE REPORTS	500.00	1,603.40	153.40	(1,103.40)	320.68
101.00000.34204	HOUSING REGISTRATION	103,300.00	115,100.00	66,600.00	(11,800.00)	111.42
101.00000.34205	RIGHT OF WAY APPLICATIONS	2,000.00	2,850.00	250.00	(850.00)	142.50
101.00000.34801	INSURANCE DIVIDENDS	12,656.00	15,982.00	15,982.00	(3,326.00)	126.28
101.00000.34949	RESTITUTION	0.00	1,593.00	0.00	(1,593.00)	100.00
101.00000.34950	REFUNDS & REIMB	7,500.00	3,952.74	250.98	3,547.26	52.70
101.00000.35101	COURT FINES	45,000.00	40,222.98	1,885.20	4,777.02	89.38
101.00000.35102	ADM OFFENSE FINES	40,000.00	40,600.00	1,295.00	(600.00)	101.50
101.00000.35348	PROPERTY ROOM REVENUE	500.00	0.00	0.00	500.00	0.00
101.00000.35349	MN DRIVING DIVERSION PROGRAM	750.00	0.00	0.00	750.00	0.00
101.00000.35350	DETOX TRANSPORTATION	200.00	0.00	0.00	200.00	0.00
101.00000.36201	SOLAR ENERGY CREDITS-XCEL	0.00	23,254.41	0.00	(23,254.41)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF SPRING LAKE PARK

Balance As of 12/31/2024

GL Number	Description	2024 Amended Budget	YTD Balance 12/31/2024 Normal (Abnormal)	Activity For 12/31/2024 Increase (Decrease)	Available Balance 12/31/2024 Normal (Abnormal)	% Bdgt Used
Fund: 101 GENERAL FUND						
Account Category: Revenues						
Department: 00000						
101.00000.36210	INTEREST EARNINGS	10,000.00	303,389.14	17,479.68	(293,389.14)	3,033.89
101.00000.36901	LIAISON OFFICER	32,427.00	32,427.19	0.00	(0.19)	100.00
101.00000.39100	REIM FOR SERVICES	0.00	150.00	0.00	(150.00)	100.00
101.00000.39202	TRANSFER FROM PUBLIC UTILITIES	57,002.00	0.00	0.00	57,002.00	0.00
101.00000.39205	TRANSFER-FROM TIF FUND	3,000.00	0.00	0.00	3,000.00	0.00
101.00000.39206	TRANSFER FROM RECYCLING FUND	4,000.00	0.00	0.00	4,000.00	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 GENERAL FUND	40,000.00	0.00	0.00	40,000.00	0.00
Total Dept 00000		5,373,893.00	5,674,269.33	2,374,288.83	(300,376.33)	105.59
Revenues		5,373,893.00	5,674,269.33	2,374,288.83	(300,376.33)	105.59
Account Category: Expenditures						
Department: 41110 MAYOR AND COUNCIL						
101.41110.41030	PART TIME EMPLOYEES	31,297.00	31,294.56	2,607.88	2.44	99.99
101.41110.41211	DEFINED CONTR PLAN/PERA	1,565.00	1,564.92	130.41	0.08	99.99
101.41110.41220	FICA/MC CONTRIBUTIONS-EMPLOYER	2,394.00	2,394.00	199.45	0.00	100.00
101.41110.41510	WORKERS COMPENSATION	70.00	102.02	9.98	(32.02)	145.74
101.41110.42100	OPERATING SUPPLIES	500.00	449.23	48.82	50.77	89.85
101.41110.43310	TRAVEL EXPENSE	500.00	438.52	0.00	61.48	87.70
101.41110.43500	PRINTING & PUBLISHING	1,550.00	1,015.85	161.25	534.15	65.54
101.41110.44000	CONTRACTUAL SERVICE	4,830.00	3,080.00	3,080.00	1,750.00	63.77
101.41110.44300	CONFERENCE & SCHOOLS	5,470.00	4,258.12	0.00	1,211.88	77.84
101.41110.44330	DUES & SUBSCRIPTIONS	16,139.00	10,460.00	0.00	5,679.00	64.81
101.41110.44955	DISCRETIONARY FUND	12,050.00	1,125.32	0.00	10,924.68	9.34
Total Dept 41110 - MAYOR AND COUNCIL		76,365.00	56,182.54	6,237.79	20,182.46	73.57
Department: 41400 ADMINISTRATION						
101.41400.41010	FULL TIME EMPLOYEES	367,554.00	382,347.83	39,381.15	(14,793.83)	104.02
101.41400.41050	VACATION BUY BACK	6,000.00	12,076.82	0.00	(6,076.82)	201.28
101.41400.41210	PERA CONTRIBUTIONS-EMPLOYER	27,567.00	28,267.04	2,125.33	(700.04)	102.54
101.41400.41220	FICA/MC CONTRIBUTIONS-EMPLOYER	28,578.00	28,552.74	2,458.13	25.26	99.91
101.41400.41300	HEALTH INSURANCE	66,802.00	62,468.12	5,235.45	4,333.88	93.51
101.41400.41313	LIFE INSURANCE	200.00	210.68	16.85	(10.68)	105.34
101.41400.41510	WORKERS COMPENSATION	3,095.00	2,810.31	162.06	284.69	90.80
101.41400.42000	OFFICE SUPPLIES	3,050.00	3,215.16	62.21	(165.16)	105.42
101.41400.42030	PRINTED FORMS	1,925.00	622.25	0.00	1,302.75	32.32
101.41400.42100	OPERATING SUPPLIES	615.00	1,707.24	112.20	(1,092.24)	277.60
101.41400.42220	POSTAGE	2,706.00	2,125.93	184.04	580.07	78.56
101.41400.43210	TELEPHONE	625.00	624.45	104.32	0.55	99.91
101.41400.43310	TRAVEL EXPENSE	3,500.00	3,536.18	244.29	(36.18)	101.03
101.41400.43410	EMPLOYMENT ADVERTISING	0.00	538.17	0.00	(538.17)	100.00
101.41400.43500	PRINTING & PUBLISHING	300.00	46.00	46.00	254.00	15.33
101.41400.43550	COUNTY FEES FOR SERVICE	1,550.00	1,773.48	0.00	(223.48)	114.42
101.41400.44000	CONTRACTUAL SERVICE	0.00	2,200.00	0.00	(2,200.00)	100.00
101.41400.44050	MAINTENANCE AGREEMENTS	13,790.00	13,113.51	882.64	676.49	95.09
101.41400.44300	CONFERENCE & SCHOOLS	6,335.00	8,412.54	0.00	(2,077.54)	132.79
101.41400.44330	DUES & SUBSCRIPTIONS	1,505.00	1,175.55	0.00	329.45	78.11
101.41400.44380	BANK CHARGES	2,000.00	1,833.55	135.15	166.45	91.68
101.41400.44390	MISCELLANEOUS	0.00	(2,382.52)	37.33	2,382.52	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF SPRING LAKE PARK

Balance As of 12/31/2024

GL Number	Description	2024 Amended Budget	YTD Balance 12/31/2024 Normal (Abnormal)	Activity For 12/31/2024 Increase (Decrease)	Available Balance 12/31/2024 Normal (Abnormal)	% Bdgt Used
Fund: 101 GENERAL FUND						
Account Category: Expenditures						
Department: 41400 ADMINISTRATION						
101.41400.44500	CONTRACTUAL SERVICES	5,966.00	8,423.72	3,070.60	(2,457.72)	141.20
101.41400.44502	RECREATION REFUNDS	0.00	150.00	0.00	(150.00)	100.00
Total Dept 41400 - ADMINISTRATION		543,663.00	563,848.75	54,257.75	(20,185.75)	103.71
Department: 41500 ASSESSOR						
101.41500.44000	CONTRACTUAL SERVICE	39,140.00	37,702.52	0.00	1,437.48	96.33
Total Dept 41500 - ASSESSOR		39,140.00	37,702.52	0.00	1,437.48	96.33
Department: 41540 AUDIT & ACCTG SERVICES						
101.41540.43010	AUDIT & ACCTG SERVICES	13,400.00	13,925.00	0.00	(525.00)	103.92
Total Dept 41540 - AUDIT & ACCTG SERVICES		13,400.00	13,925.00	0.00	(525.00)	103.92
Department: 41600 I.T. SERVICES						
101.41600.44000	CONTRACTUAL SERVICE	70,453.00	91,512.84	10,108.79	(21,059.84)	129.89
Total Dept 41600 - I.T. SERVICES		70,453.00	91,512.84	10,108.79	(21,059.84)	129.89
Department: 41610 LEGAL FEES						
101.41610.43040	LEGAL FEES	122,500.00	126,349.09	19,603.38	(3,849.09)	103.14
Total Dept 41610 - LEGAL FEES		122,500.00	126,349.09	19,603.38	(3,849.09)	103.14
Department: 41710 ENGINEERING FEES						
101.41710.43030	ENGINEERING FEES	6,500.00	2,547.32	867.71	3,952.68	39.19
Total Dept 41710 - ENGINEERING FEES		6,500.00	2,547.32	867.71	3,952.68	39.19
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	0.00	0.00	100.00	0.00
101.41720.43500	PRINTING & PUBLISHING	300.00	48.37	0.00	251.63	16.12
101.41720.44000	CONTRACTUAL SERVICE	2,000.00	1,552.45	0.00	447.55	77.62
Total Dept 41720 - PLANNING & ZONING		2,500.00	1,600.82	0.00	899.18	64.03
Department: 41940 GOVERNMENT BUILDING						
101.41940.41010	FULL TIME EMPLOYEES	19,443.00	19,464.20	1,524.00	(21.20)	100.11
101.41940.41013	OVERTIME	0.00	670.46	139.57	(670.46)	100.00
101.41940.41020	ON CALL SALARIES	500.00	368.38	0.00	131.62	73.68
101.41940.41050	VACATION BUY BACK	400.00	366.13	366.13	33.87	91.53
101.41940.41210	PERA CONTRIBUTIONS-EMPLOYER	1,459.00	1,562.98	124.77	(103.98)	107.13
101.41940.41220	FICA/MC CONTRIBUTIONS-EMPLOYER	1,557.00	1,586.29	152.01	(29.29)	101.88
101.41940.41300	HEALTH INSURANCE	3,140.00	2,595.98	217.24	544.02	82.67
101.41940.41313	LIFE INSURANCE	13.00	13.65	1.10	(0.65)	105.00
101.41940.41510	WORKERS COMPENSATION	1,128.00	1,362.01	69.07	(234.01)	120.75
101.41940.42000	OFFICE SUPPLIES	0.00	129.53	0.00	(129.53)	100.00
101.41940.42100	OPERATING SUPPLIES	11,000.00	16,301.28	774.94	(5,301.28)	148.19
101.41940.42200	REPAIR & MAINTENANCE	12,000.00	7,533.75	172.73	4,466.25	62.78
101.41940.42210	EQUIPMENT PARTS	0.00	76.19	76.19	(76.19)	100.00
101.41940.42280	UNIFORM ALLOWANCE	288.00	187.50	0.00	100.50	65.10
101.41940.43210	TELEPHONE	9,300.00	11,087.12	919.63	(1,787.12)	119.22
101.41940.43810	ELECTRIC UTILITIES	24,000.00	30,944.89	1,337.75	(6,944.89)	128.94
101.41940.43830	GAS UTILITIES	24,000.00	15,147.35	2,979.88	8,852.65	63.11
101.41940.43841	RUBBISH REMOVAL	4,800.00	8,854.18	516.81	(4,054.18)	184.46
101.41940.44000	CONTRACTUAL SERVICE	5,000.00	24,374.49	1,140.91	(19,374.49)	487.49

REVENUE AND EXPENDITURE REPORT FOR CITY OF SPRING LAKE PARK

Balance As of 12/31/2024

GL Number	Description	2024 Amended Budget	YTD Balance 12/31/2024 Normal (Abnormal)	Activity For 12/31/2024 Increase (Decrease)	Available Balance 12/31/2024 Normal (Abnormal)	% Bdgt Used
Fund: 101 GENERAL FUND						
Account Category: Expenditures						
Department: 41940 GOVERNMENT BUILDING						
101.41940.45000	CAPITAL OUTLAY	0.00	23,073.98	0.00	(23,073.98)	100.00
101.41940.47000	PERMANENT TRANSFERS OUT	14,754.00	0.00	0.00	14,754.00	0.00
Total Dept 41940 - GOVERNMENT BUILDING		132,782.00	165,700.34	10,512.73	(32,918.34)	124.79
Department: 42100 POLICE PROTECTION						
101.42100.41010	FULL TIME EMPLOYEES	1,226,642.00	1,226,596.81	90,675.29	45.19	100.00
101.42100.41013	OVERTIME	100,000.00	90,268.22	233.19	9,731.78	90.27
101.42100.41050	VACATION BUY BACK	8,000.00	6,931.63	0.00	1,068.37	86.65
101.42100.41210	PERA CONTRIBUTIONS-EMPLOYER	220,488.00	221,079.27	14,378.14	(591.27)	100.27
101.42100.41220	FICA/MC CONTRIBUTIONS-EMPLOYER	28,560.00	26,578.86	1,841.76	1,981.14	93.06
101.42100.41300	HEALTH INSURANCE	225,866.00	187,280.50	15,718.22	38,585.50	82.92
101.42100.41313	LIFE INSURANCE	732.00	687.53	54.38	44.47	93.92
101.42100.41510	WORKERS COMPENSATION	96,031.00	115,357.88	5,523.65	(19,326.88)	120.13
101.42100.42000	OFFICE SUPPLIES	3,600.00	2,464.32	172.02	1,135.68	68.45
101.42100.42030	PRINTED FORMS	2,200.00	410.33	0.00	1,789.67	18.65
101.42100.42040	RANGE EQUIP & SUPPLIES	9,400.00	9,405.98	5,278.15	(5.98)	100.06
101.42100.42100	OPERATING SUPPLIES	6,330.00	3,312.27	132.99	3,017.73	52.33
101.42100.42120	MOTOR FUELS & LUBRICANTS	27,500.00	23,180.10	2,193.20	4,319.90	84.29
101.42100.42210	EQUIPMENT PARTS	0.00	10.21	0.00	(10.21)	100.00
101.42100.42220	POSTAGE	1,500.00	281.14	31.38	1,218.86	18.74
101.42100.43050	MEDICAL EXPENSE	3,000.00	4,956.00	1,382.00	(1,956.00)	165.20
101.42100.43210	TELEPHONE	3,425.00	4,066.46	775.36	(641.46)	118.73
101.42100.43211	DATA SERVICES	39,105.00	38,066.50	708.22	1,038.50	97.34
101.42100.43300	CLOTHING & PERSONAL EQUIP	14,400.00	14,074.62	4,115.61	325.38	97.74
101.42100.43310	TRAVEL EXPENSE	1,200.00	471.76	0.00	728.24	39.31
101.42100.43420	ENTERPRISE ADVERTISING	0.00	58.00	0.00	(58.00)	100.00
101.42100.44000	CONTRACTUAL SERVICE	61,683.00	48,102.32	870.80	13,580.68	77.98
101.42100.44050	MAINTENANCE AGREEMENTS	8,600.00	8,121.81	0.00	478.19	94.44
101.42100.44060	AUTO EQUIPMENT REPAIR	22,500.00	17,268.01	3,173.49	5,231.99	76.75
101.42100.44070	OTHER EQUIPMENT REPAIR	2,500.00	2,339.74	211.62	160.26	93.59
101.42100.44300	CONFERENCE & SCHOOLS	30,500.00	14,303.09	300.00	16,196.91	46.90
101.42100.44330	DUES & SUBSCRIPTIONS	1,895.00	1,448.94	144.00	446.06	76.46
101.42100.45000	CAPITAL OUTLAY	56,000.00	46,698.71	0.00	9,301.29	83.39
101.42100.47000	PERMANENT TRANSFERS OUT	18,000.00	0.00	0.00	18,000.00	0.00
Total Dept 42100 - POLICE PROTECTION		2,219,657.00	2,113,821.01	147,913.47	105,835.99	95.23
Department: 42200 FIRE PROTECTION						
101.42200.44000	CONTRACTUAL SERVICE	279,344.00	278,580.00	0.00	764.00	99.73
101.42200.45000	CAPITAL OUTLAY	66,742.00	66,742.00	33,371.00	0.00	100.00
Total Dept 42200 - FIRE PROTECTION		346,086.00	345,322.00	33,371.00	764.00	99.78
Department: 42300 CODE ENFORCEMENT						
101.42300.41010	FULL TIME EMPLOYEES	213,203.00	215,559.96	16,419.61	(2,356.96)	101.11
101.42300.41050	VACATION BUY BACK	3,300.00	0.00	0.00	3,300.00	0.00
101.42300.41210	PERA CONTRIBUTIONS-EMPLOYER	23,864.00	16,491.91	1,249.33	7,372.09	69.11
101.42300.41220	FICA/MC CONTRIBUTIONS-EMPLOYER	11,778.00	10,629.65	812.03	1,148.35	90.25
101.42300.41300	HEALTH INSURANCE	43,789.00	35,798.28	2,604.87	7,990.72	81.75
101.42300.41313	LIFE INSURANCE	129.00	135.83	10.86	(6.83)	105.29
101.42300.41510	WORKERS COMPENSATION	2,519.00	1,967.69	112.35	551.31	78.11
101.42300.42000	OFFICE SUPPLIES	600.00	228.25	105.81	371.75	38.04

REVENUE AND EXPENDITURE REPORT FOR CITY OF SPRING LAKE PARK

Balance As of 12/31/2024

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Fund: 101 GENERAL FUND						
Account Category: Expenditures						
Department: 42300 CODE ENFORCEMENT						
101.42300.42100	OPERATING SUPPLIES	3,500.00	3,013.17	189.97	486.83	86.09
101.42300.42120	MOTOR FUELS & LUBRICANTS	2,500.00	1,541.87	146.22	958.13	61.67
101.42300.42200	REPAIR & MAINTENANCE	2,250.00	50.32	0.00	2,199.68	2.24
101.42300.43210	TELEPHONE	1,500.00	1,102.49	204.16	397.51	73.50
101.42300.43310	TRAVEL EXPENSE	250.00	14.28	0.00	235.72	5.71
101.42300.44000	CONTRACTUAL SERVICE	1,500.00	24.00	24.00	1,476.00	1.60
101.42300.44300	CONFERENCE & SCHOOLS	2,600.00	830.00	0.00	1,770.00	31.92
101.42300.44330	DUES & SUBSCRIPTIONS	5,085.00	5,405.49	170.00	(320.49)	106.30
Total Dept 42300 - CODE ENFORCEMENT		318,367.00	292,793.19	22,049.21	25,573.81	91.97
Department: 43000 STREET DEPARTMENT						
101.43000.41010	FULL TIME EMPLOYEES	175,108.00	178,728.71	18,422.83	(3,620.71)	102.07
101.43000.41013	OVERTIME	9,218.00	3,666.57	1,148.69	5,551.43	39.78
101.43000.41020	ON CALL SALARIES	4,214.00	2,352.98	0.00	1,861.02	55.84
101.43000.41050	VACATION BUY BACK	1,900.00	1,391.68	727.26	508.32	73.25
101.43000.41210	PERA CONTRIBUTIONS-EMPLOYER	14,141.00	13,986.59	1,347.55	154.41	98.91
101.43000.41220	FICA/MC CONTRIBUTIONS-EMPLOYER	14,570.00	13,453.00	1,464.88	1,117.00	92.33
101.43000.41300	HEALTH INSURANCE	25,611.00	32,755.32	2,683.35	(7,144.32)	127.90
101.43000.41313	LIFE INSURANCE	105.00	108.39	8.86	(3.39)	103.23
101.43000.41510	WORKERS COMPENSATION	14,797.00	17,217.97	973.25	(2,420.97)	116.36
101.43000.42100	OPERATING SUPPLIES	0.00	1,217.08	0.00	(1,217.08)	100.00
101.43000.42120	MOTOR FUELS & LUBRICANTS	18,000.00	23,694.68	2,915.98	(5,694.68)	131.64
101.43000.42150	SHOP MATERIALS	5,000.00	3,969.64	88.31	1,030.36	79.39
101.43000.42200	REPAIR & MAINTENANCE	8,500.00	15,765.95	102.88	(7,265.95)	185.48
101.43000.42210	EQUIPMENT PARTS	10,000.00	14,971.39	21.92	(4,971.39)	149.71
101.43000.42221	TIRES	1,500.00	1,384.28	0.00	115.72	92.29
101.43000.42224	STREET MAINT SUPPLIES	3,000.00	1,216.42	0.00	1,783.58	40.55
101.43000.42226	SIGNS & STRIPING	9,000.00	9,182.13	0.00	(182.13)	102.02
101.43000.42280	UNIFORM ALLOWANCE	1,723.00	1,343.76	0.00	379.24	77.99
101.43000.43210	TELEPHONE	370.00	257.92	29.92	112.08	69.71
101.43000.44000	CONTRACTUAL SERVICE	1,040.00	4,252.78	3,442.78	(3,212.78)	408.92
101.43000.44300	CONFERENCE & SCHOOLS	800.00	390.00	0.00	410.00	48.75
101.43000.44330	DUES & SUBSCRIPTIONS	220.00	61.00	0.00	159.00	27.73
101.43000.47000	PERMANENT TRANSFERS OUT	50,000.00	0.00	0.00	50,000.00	0.00
Total Dept 43000 - STREET DEPARTMENT		368,817.00	341,368.24	33,378.46	27,448.76	92.56
Department: 45100 RECREATION DEPARTMENT						
101.45100.41010	FULL TIME EMPLOYEES	284,923.00	295,316.26	22,841.31	(10,393.26)	103.65
101.45100.41040	TEMPORARY EMPLOYEES	30,645.00	25,534.20	94.50	5,110.80	83.32
101.45100.41050	VACATION BUY BACK	3,000.00	7,002.14	0.00	(4,002.14)	233.40
101.45100.41210	PERA CONTRIBUTIONS-EMPLOYER	21,370.00	22,533.26	1,713.13	(1,163.26)	105.44
101.45100.41220	FICA/MC CONTRIBUTIONS-EMPLOYER	24,372.00	24,814.64	1,713.67	(442.64)	101.82
101.45100.41300	HEALTH INSURANCE	45,934.00	43,307.27	3,650.44	2,626.73	94.28
101.45100.41313	LIFE INSURANCE	155.00	163.20	13.05	(8.20)	105.29
101.45100.41510	WORKERS COMPENSATION	17,903.00	22,060.01	1,190.56	(4,157.01)	123.22
101.45100.42000	OFFICE SUPPLIES	2,261.00	2,586.37	90.00	(325.37)	114.39
101.45100.42001	SUPPLIES	0.00	150.00	0.00	(150.00)	100.00
101.45100.42220	POSTAGE	13,710.00	11,068.41	2,969.44	2,641.59	80.73
101.45100.42290	RECREATION EQUIP SUPPLIES	3,000.00	2,325.02	0.00	674.98	77.50
101.45100.43310	TRAVEL EXPENSE	1,000.00	899.91	290.64	100.09	89.99

REVENUE AND EXPENDITURE REPORT FOR CITY OF SPRING LAKE PARK

Balance As of 12/31/2024

GL Number	Description	2024 Amended Budget	YTD Balance 12/31/2024 Normal (Abnormal)	Activity For 12/31/2024 Increase (Decrease)	Available Balance 12/31/2024 Normal (Abnormal)	% Bdgt Used
Fund: 101 GENERAL FUND						
Account Category: Expenditures						
Department: 45100 RECREATION DEPARTMENT						
101.45100.43410	EMPLOYMENT ADVERTISING	50.00	0.00	0.00	50.00	0.00
101.45100.43500	PRINTING & PUBLISHING	22,700.00	20,030.98	6,096.36	2,669.02	88.24
101.45100.44300	CONFERENCE & SCHOOLS	1,550.00	697.48	79.00	852.52	45.00
101.45100.44330	DUES & SUBSCRIPTIONS	680.00	407.93	0.00	272.07	59.99
101.45100.44502	RECREATION REFUNDS	0.00	36.00	0.00	(36.00)	100.00
Total Dept 45100 - RECREATION DEPARTMENT		473,253.00	478,933.08	40,742.10	(5,680.08)	101.20
Department: 45200 PARKS DEPARTMENT						
101.45200.41010	FULL TIME EMPLOYEES	180,012.00	178,741.02	16,874.49	1,270.98	99.29
101.45200.41013	OVERTIME	9,218.00	1,277.78	703.14	7,940.22	13.86
101.45200.41020	ON CALL SALARIES	4,214.00	368.22	0.00	3,845.78	8.74
101.45200.41040	TEMPORARY EMPLOYEES	35,000.00	60,151.25	1,295.00	(25,151.25)	171.86
101.45200.41050	VACATION BUY BACK	3,000.00	3,020.12	2,355.72	(20.12)	100.67
101.45200.41210	PERA CONTRIBUTIONS-EMPLOYER	14,509.00	13,766.27	1,318.26	742.73	94.88
101.45200.41220	FICA/MC CONTRIBUTIONS-EMPLOYER	17,706.00	18,445.95	1,587.84	(739.95)	104.18
101.45200.41300	HEALTH INSURANCE	26,096.00	30,183.85	2,508.41	(4,087.85)	115.66
101.45200.41313	LIFE INSURANCE	105.00	107.62	8.79	(2.62)	102.50
101.45200.41510	WORKERS COMPENSATION	14,730.00	18,006.37	927.29	(3,276.37)	122.24
101.45200.42000	OFFICE SUPPLIES	0.00	309.45	0.00	(309.45)	100.00
101.45200.42100	OPERATING SUPPLIES	1,000.00	1,062.09	171.15	(62.09)	106.21
101.45200.42120	MOTOR FUELS & LUBRICANTS	16,500.00	18,564.46	2,422.58	(2,064.46)	112.51
101.45200.42200	REPAIR & MAINTENANCE	25,300.00	10,853.25	3,398.16	14,446.75	42.90
101.45200.42205	LAKESIDE PK EXP TO BE REIM	0.00	4,060.08	1,231.96	(4,060.08)	100.00
101.45200.42210	EQUIPMENT PARTS	6,000.00	8,522.73	1,319.11	(2,522.73)	142.05
101.45200.42221	TIRES	1,000.00	0.00	0.00	1,000.00	0.00
101.45200.42225	LANDSCAPING MATERIALS	15,852.00	9,596.50	1.98	6,255.50	60.54
101.45200.42280	UNIFORM ALLOWANCE	1,922.00	1,343.74	0.00	578.26	69.91
101.45200.42290	RECREATION EQUIP SUPPLIES	6,600.00	2,288.92	0.00	4,311.08	34.68
101.45200.43210	TELEPHONE	500.00	564.03	94.24	(64.03)	112.81
101.45200.43810	ELECTRIC UTILITIES	5,500.00	5,587.83	404.83	(87.83)	101.60
101.45200.43830	GAS UTILITIES	5,000.00	3,008.88	539.40	1,991.12	60.18
101.45200.43841	RUBBISH REMOVAL	1,000.00	63.90	0.00	936.10	6.39
101.45200.44000	CONTRACTUAL SERVICE	0.00	1,000.00	1,000.00	(1,000.00)	100.00
101.45200.44190	SATELLITE RENTAL	1,998.00	2,422.56	0.00	(424.56)	121.25
101.45200.44300	CONFERENCE & SCHOOLS	2,500.00	790.00	0.00	1,710.00	31.60
101.45200.44330	DUES & SUBSCRIPTIONS	88.00	0.00	0.00	88.00	0.00
101.45200.44500	CONTRACTUAL SERVICES	1,780.00	1,608.96	363.00	171.04	90.39
101.45200.44901	LAKESIDE PARK EXPENSE	12,500.00	12,500.00	0.00	0.00	100.00
Total Dept 45200 - PARKS DEPARTMENT		409,630.00	408,215.83	38,525.35	1,414.17	99.65
Department: 49000 MISCELLANEOUS						
101.49000.41300	HEALTH INSURANCE	800.00	524.09	35.20	275.91	65.51
101.49000.43600	INSURANCE	60,000.00	68,286.76	0.00	(8,286.76)	113.81
101.49000.44000	CONTRACTUAL SERVICE	10,000.00	0.00	0.00	10,000.00	0.00
101.49000.44389	CONTINGENCY FUND	10,000.00	1,000.00	0.00	9,000.00	10.00
101.49000.44390	MISCELLANEOUS	10,000.00	2,014.63	0.00	7,985.37	20.15
101.49000.44420	SURCHARGES-PLBG	200.00	53.50	0.00	146.50	26.75
101.49000.44430	SURCHARGES-HTG	400.00	85.90	0.00	314.10	21.48
101.49000.44440	SURCHARGES-BLDG	5,000.00	730.30	0.00	4,269.70	14.61
101.49000.47000	PERMANENT TRANSFERS OUT	127,500.00	25,000.00	0.00	102,500.00	19.61

REVENUE AND EXPENDITURE REPORT FOR CITY OF SPRING LAKE PARK

Balance As of 12/31/2024

GL Number	Description	2024 Amended Budget	YTD Balance 12/31/2024 Normal (Abnormal)	Activity For 12/31/2024 Increase (Decrease)	Available Balance 12/31/2024 Normal (Abnormal)	% Bdgt Used
Fund: 101 GENERAL FUND						
Account Category: Expenditures						
Department: 49000 MISCELLANEOUS						
	Total Dept 49000 - MISCELLANEOUS	223,900.00	97,695.18	35.20	126,204.82	43.63
	Expenditures	5,367,013.00	5,137,517.75	417,602.94	229,495.25	95.72
Fund 101 - GENERAL FUND:						
	TOTAL REVENUES	5,373,893.00	5,674,269.33	2,374,288.83	(300,376.33)	
	TOTAL EXPENDITURES	5,367,013.00	5,137,517.75	417,602.94	229,495.25	
	NET OF REVENUES & EXPENDITURES:	6,880.00	536,751.58	1,956,685.89	(529,871.58)	

REVENUE AND EXPENDITURE REPORT FOR CITY OF SPRING LAKE PARK

Balance As of 12/31/2024

GL Number	Description	2024 Amended Budget	YTD Balance 12/31/2024 Normal (Abnormal)	Activity For 12/31/2024 Increase (Decrease)	Available Balance 12/31/2024 Normal (Abnormal)	% Bdgt Used
Fund: 601 PUBLIC UTILITIES OPERATIONS						
Account Category: Revenues						
Department: 00000						
601.00000.34950	REFUNDS & REIMB	6,691.00	875.52	75.00	5,815.48	13.09
601.00000.36200	MISC REVENUES	1,500.00	0.00	0.00	1,500.00	0.00
601.00000.36210	INTEREST EARNINGS	51,356.00	0.00	0.00	51,356.00	0.00
601.00000.37101	WATER COLLECTIONS	839,772.00	635,289.01	165,172.42	204,482.99	75.65
601.00000.37103	SALES TAX ADDED	6,200.00	10,732.46	3,090.40	(4,532.46)	173.10
601.00000.37104	PENALTIES/WATER	8,497.00	19,390.12	0.00	(10,893.12)	228.20
601.00000.37109	SAFE DRINKING WATER FEE	21,500.00	21,451.39	5,357.99	48.61	99.77
601.00000.37111	ADMINISTRATIVE CHARGE	86,100.00	167,375.64	41,298.20	(81,275.64)	194.40
601.00000.37115	ESTIMATE READING CHR	50.00	0.00	0.00	50.00	0.00
601.00000.37149	WATER CONNECTION CHR	0.00	120.37	37.69	(120.37)	100.00
601.00000.37150	WATER CONNECTION CHARGES-WAC	0.00	1,970.68	469.58	(1,970.68)	100.00
601.00000.37151	WATER RECONNECTION	625.00	250.69	0.00	374.31	40.11
601.00000.37170	WATER PERMITS	125.00	0.00	0.00	125.00	0.00
601.00000.37171	WATER PERMIT SURCHARGES	10.00	0.00	0.00	10.00	0.00
601.00000.37172	WATER METER SALES	1,500.00	1,311.83	0.00	188.17	87.46
601.00000.37174	INSTALL CHGS-NEW PERMITS	250.00	0.00	0.00	250.00	0.00
601.00000.37201	SEWER COLLECTIONS	964,675.00	929,284.55	237,960.37	35,390.45	96.33
601.00000.37204	PENALTIES-SEWER	8,498.00	20,912.77	0.00	(12,414.77)	246.09
601.00000.37250	SEWER CONNECTION CHARGES-SAC	0.00	5,008.96	1,214.04	(5,008.96)	100.00
601.00000.37251	SEWER CONNECTION CHR	0.00	310.66	97.26	(310.66)	100.00
601.00000.37270	SEWER PERMITS	200.00	0.00	0.00	200.00	0.00
601.00000.37271	SEWER PERMIT SURCHARGES	10.00	0.00	0.00	10.00	0.00
601.00000.37273	SEWER HOOK-UP CHARGES	150.00	0.00	0.00	150.00	0.00
601.00000.39206	TRANSFER FROM RECYCLING FUND	3,500.00	0.00	0.00	3,500.00	0.00
Total Dept 00000		2,001,209.00	1,814,284.65	454,772.95	186,924.35	90.66
Revenues		2,001,209.00	1,814,284.65	454,772.95	186,924.35	90.66
Account Category: Expenditures						
Department: 49400 WATER DEPARTMENT						
601.49400.41010	FULL TIME EMPLOYEES	137,607.00	134,888.22	12,005.33	2,718.78	98.02
601.49400.41013	OVERTIME	9,480.00	2,401.35	799.67	7,078.65	25.33
601.49400.41020	ON CALL SALARIES	5,417.00	184.17	0.00	5,232.83	3.40
601.49400.41040	TEMPORARY EMPLOYEES	0.00	6,315.74	0.00	(6,315.74)	100.00
601.49400.41050	VACATION BUY BACK	3,000.00	1,646.04	1,242.65	1,353.96	54.87
601.49400.41210	PERA CONTRIBUTIONS-EMPLOYER	11,057.00	10,492.77	960.48	564.23	94.90
601.49400.41220	FICA/MC CONTRIBUTIONS-EMPLOYER	11,899.00	11,009.63	1,051.74	889.37	92.53
601.49400.41300	HEALTH INSURANCE	25,128.00	20,887.12	1,711.10	4,240.88	83.12
601.49400.41313	LIFE INSURANCE	95.00	95.74	7.86	(0.74)	100.78
601.49400.41510	WORKERS COMPENSATION	7,240.00	8,002.61	380.61	(762.61)	110.53
601.49400.42000	OFFICE SUPPLIES	1,000.00	790.95	0.00	209.05	79.10
601.49400.42030	PRINTED FORMS	1,600.00	87.58	0.00	1,512.42	5.47
601.49400.42100	OPERATING SUPPLIES	1,000.00	1,639.47	0.00	(639.47)	163.95
601.49400.42120	MOTOR FUELS & LUBRICANTS	5,000.00	4,621.34	292.45	378.66	92.43
601.49400.42200	REPAIR & MAINTENANCE	75,000.00	91,924.16	7,250.00	(16,924.16)	122.57
601.49400.42210	EQUIPMENT PARTS	1,500.00	4,363.40	0.00	(2,863.40)	290.89
601.49400.42220	POSTAGE	2,500.00	2,783.07	515.87	(283.07)	111.32
601.49400.42221	TIRES	1,500.00	1,518.48	0.00	(18.48)	101.23
601.49400.42222	STREET REPAIRS	22,500.00	4,052.50	0.00	18,447.50	18.01
601.49400.42261	WATER TESTING	1,100.00	1,962.40	96.00	(862.40)	178.40

REVENUE AND EXPENDITURE REPORT FOR CITY OF SPRING LAKE PARK

Balance As of 12/31/2024

GL Number	Description	2024 Amended Budget	YTD Balance 12/31/2024 Normal (Abnormal)	Activity For 12/31/2024 Increase (Decrease)	Available Balance 12/31/2024 Normal (Abnormal)	% Bdgtd Used
Fund: 601 PUBLIC UTILITIES OPERATIONS						
Account Category: Expenditures						
Department: 49400 WATER DEPARTMENT						
601.49400.42262	WATER METER & SUPPLIES	6,500.00	13,707.85	0.00	(7,207.85)	210.89
601.49400.42264	SAFE DRINKING WATER FEE	21,500.00	22,162.54	0.00	(662.54)	103.08
601.49400.42280	UNIFORM ALLOWANCE	1,100.00	875.02	0.00	224.98	79.55
601.49400.43010	AUDIT & ACCTG SERVICES	6,700.00	6,962.50	0.00	(262.50)	103.92
601.49400.43030	ENGINEERING FEES	2,500.00	852.00	0.00	1,648.00	34.08
601.49400.43040	LEGAL FEES	300.00	0.00	0.00	300.00	0.00
601.49400.43210	TELEPHONE	875.00	764.78	121.92	110.22	87.40
601.49400.43310	TRAVEL EXPENSE	1,500.00	0.00	0.00	1,500.00	0.00
601.49400.43500	PRINTING & PUBLISHING	11,250.00	13,693.72	0.00	(2,443.72)	121.72
601.49400.43600	INSURANCE	14,000.00	21,355.65	0.00	(7,355.65)	152.54
601.49400.43870	WATER USAGE-CITY OF BLAINE	31,000.00	7,899.11	0.00	23,100.89	25.48
601.49400.44000	CONTRACTUAL SERVICE	8,500.00	20,064.19	2,661.00	(11,564.19)	236.05
601.49400.44050	MAINTENANCE AGREEMENTS	11,613.00	11,178.93	818.48	434.07	96.26
601.49400.44300	CONFERENCE & SCHOOLS	2,000.00	1,235.00	0.00	765.00	61.75
601.49400.44330	DUES & SUBSCRIPTIONS	500.00	62.50	0.00	437.50	12.50
601.49400.44370	TAXES	10,000.00	15,496.58	0.00	(5,496.58)	154.97
601.49400.47000	PERMANENT TRANSFERS OUT	173,875.00	30,000.00	0.00	143,875.00	17.25
Total Dept 49400 - WATER DEPARTMENT		627,336.00	475,977.11	29,915.16	151,358.89	75.87
Department: 49402 WATER TREATMENT PLANT						
601.49402.42100	OPERATING SUPPLIES	300.00	277.69	0.00	22.31	92.56
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	30,929.14	3,784.88	(929.14)	103.10
601.49402.42200	REPAIR & MAINTENANCE	20,000.00	21,681.56	113.07	(1,681.56)	108.41
601.49402.42210	EQUIPMENT PARTS	8,000.00	9,803.36	45.90	(1,803.36)	122.54
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	14,000.00	18,855.00	0.00	(4,855.00)	134.68
601.49402.43810	ELECTRIC UTILITIES	102,000.00	104,340.00	3,828.69	(2,340.00)	102.29
601.49402.43830	GAS UTILITIES	3,500.00	3,372.00	911.61	128.00	96.34
601.49402.44000	CONTRACTUAL SERVICE	2,000.00	5,631.77	2,722.44	(3,631.77)	281.59
601.49402.44370	TAXES	2,600.00	1,000.00	0.00	1,600.00	38.46
601.49402.47000	PERMANENT TRANSFERS OUT	24,271.00	15,000.00	0.00	9,271.00	61.80
Total Dept 49402 - WATER TREATMENT PLANT		210,971.00	210,890.52	11,406.59	80.48	99.96
Department: 49450 SEWER DEPARTMENT						
601.49450.41010	FULL TIME EMPLOYEES	137,607.00	134,878.83	12,004.40	2,728.17	98.02
601.49450.41013	OVERTIME	9,480.00	2,400.82	799.48	7,079.18	25.33
601.49450.41020	ON CALL SALARIES	5,417.00	184.22	0.00	5,232.78	3.40
601.49450.41040	TEMPORARY EMPLOYEES	0.00	6,315.51	0.00	(6,315.51)	100.00
601.49450.41050	VACATION BUY BACK	3,000.00	1,645.92	1,242.55	1,354.08	54.86
601.49450.41210	PERA CONTRIBUTIONS-EMPLOYER	11,057.00	10,490.65	960.24	566.35	94.88
601.49450.41220	FICA/MC CONTRIBUTIONS-EMPLOYER	11,900.00	11,007.77	1,051.45	892.23	92.50
601.49450.41300	HEALTH INSURANCE	25,128.00	20,884.41	1,710.77	4,243.59	83.11
601.49450.41313	LIFE INSURANCE	95.00	94.81	7.75	0.19	99.80
601.49450.41510	WORKERS COMPENSATION	8,286.00	9,048.28	380.54	(762.28)	109.20
601.49450.42000	OFFICE SUPPLIES	800.00	0.00	0.00	800.00	0.00
601.49450.42030	PRINTED FORMS	1,600.00	0.00	0.00	1,600.00	0.00
601.49450.42100	OPERATING SUPPLIES	500.00	365.42	0.00	134.58	73.08
601.49450.42120	MOTOR FUELS & LUBRICANTS	4,000.00	4,621.16	292.39	(621.16)	115.53

REVENUE AND EXPENDITURE REPORT FOR CITY OF SPRING LAKE PARK

Balance As of 12/31/2024

GL Number	Description	2024 Amended Budget	YTD Balance 12/31/2024 Normal (Abnormal)	Activity For 12/31/2024 Increase (Decrease)	Available Balance 12/31/2024 Normal (Abnormal)	% Bdgt Used
Fund: 601 PUBLIC UTILITIES OPERATIONS						
Account Category: Expenditures						
Department: 49450 SEWER DEPARTMENT						
601.49450.42200	REPAIR & MAINTENANCE	15,000.00	14,899.25	0.00	100.75	99.33
601.49450.42210	EQUIPMENT PARTS	8,000.00	1,159.78	233.73	6,840.22	14.50
601.49450.42220	POSTAGE	2,500.00	2,351.74	515.87	148.26	94.07
601.49450.42221	TIRES	1,500.00	0.00	0.00	1,500.00	0.00
601.49450.42222	STREET REPAIRS	3,000.00	0.00	0.00	3,000.00	0.00
601.49450.42262	WATER METER & SUPPLIES	6,500.00	0.00	0.00	6,500.00	0.00
601.49450.42280	UNIFORM ALLOWANCE	1,050.00	874.98	0.00	175.02	83.33
601.49450.43010	AUDIT & ACCTG SERVICES	6,700.00	6,962.50	0.00	(262.50)	103.92
601.49450.43030	ENGINEERING FEES	1,000.00	905.25	905.25	94.75	90.53
601.49450.43040	LEGAL FEES	300.00	0.00	0.00	300.00	0.00
601.49450.43210	TELEPHONE	875.00	764.88	121.92	110.12	87.41
601.49450.43310	TRAVEL EXPENSE	1,500.00	0.00	0.00	1,500.00	0.00
601.49450.43500	PRINTING & PUBLISHING	300.00	0.00	0.00	300.00	0.00
601.49450.43600	INSURANCE	15,300.00	21,179.65	0.00	(5,879.65)	138.43
601.49450.43810	ELECTRIC UTILITIES	5,800.00	5,797.23	572.65	2.77	99.95
601.49450.43840	METRO WASTE CONTROL	623,491.00	626,278.17	54,744.68	(2,787.17)	100.45
601.49450.44000	CONTRACTUAL SERVICE	10,000.00	7,047.79	2,661.00	2,952.21	70.48
601.49450.44050	MAINTENANCE AGREEMENTS	9,868.00	10,320.86	38.47	(452.86)	104.59
601.49450.44300	CONFERENCE & SCHOOLS	2,000.00	1,601.23	0.00	398.77	80.06
601.49450.44330	DUES & SUBSCRIPTIONS	340.00	62.50	0.00	277.50	18.38
601.49450.44390	MISCELLANEOUS	250.00	33.00	0.00	217.00	13.20
601.49450.44450	RESERVE CAPACITY CHARGES	12,425.00	5,542.88	2,771.44	6,882.12	44.61
601.49450.47000	PERMANENT TRANSFERS OUT	216,333.00	30,000.00	0.00	186,333.00	13.87
Total Dept 49450 - SEWER DEPARTMENT		1,162,902.00	937,719.49	81,014.58	225,182.51	80.64
Expenditures		2,001,209.00	1,624,587.12	122,336.33	376,621.88	81.18
Fund 601 - PUBLIC UTILITIES OPERATIONS:						
TOTAL REVENUES		2,001,209.00	1,814,284.65	454,772.95	186,924.35	
TOTAL EXPENDITURES		2,001,209.00	1,624,587.12	122,336.33	376,621.88	
NET OF REVENUES & EXPENDITURES:		0.00	189,697.53	332,436.62	(189,697.53)	

REVENUE AND EXPENDITURE REPORT FOR CITY OF SPRING LAKE PARK

Balance As of 12/31/2024

GL Number	Description	2024 Amended Budget	YTD Balance 12/31/2024 Normal (Abnormal)	Activity For 12/31/2024 Increase (Decrease)	Available Balance 12/31/2024 Normal (Abnormal)	% Bdgt Used
Fund: 603 STORMWATER UTILITY						
Account Category: Revenues						
Department: 00000						
603.00000.36210	INTEREST EARNINGS	500.00	0.00	0.00	500.00	0.00
603.00000.36504	STORMWATER COLLECTION	103,364.00	103,006.74	25,715.54	357.26	99.65
603.00000.36506	STORMWATER PENALTIES	1,000.00	2,178.03	0.00	(1,178.03)	217.80
Total Dept 00000		104,864.00	105,184.77	25,715.54	(320.77)	100.31
Revenues		104,864.00	105,184.77	25,715.54	(320.77)	100.31
Account Category: Expenditures						
Department: 49785 STORMWATER UTILITY						
603.49785.41010	FULL TIME EMPLOYEES	12,434.00	12,576.47	949.17	(142.47)	101.15
603.49785.41050	VACATION BUY BACK	1,000.00	237.30	0.00	762.70	23.73
603.49785.41210	PERA CONTRIBUTIONS-EMPLOYER	1,008.00	960.48	71.20	47.52	95.29
603.49785.41220	FICA/MC CONTRIBUTIONS-EMPLOYER	1,028.00	971.37	70.66	56.63	94.49
603.49785.41300	HEALTH INSURANCE	1,370.00	1,689.05	142.15	(319.05)	123.29
603.49785.41313	LIFE INSURANCE	7.00	74.64	0.44	(67.64)	1,066.29
603.49785.41510	WORKERS COMPENSATION	452.00	288.15	67.80	163.85	63.75
603.49785.42200	REPAIR & MAINTENANCE	25,000.00	17,402.07	0.00	7,597.93	69.61
603.49785.42280	UNIFORM ALLOWANCE	65.00	0.00	0.00	65.00	0.00
603.49785.43030	ENGINEERING FEES	8,000.00	4,558.99	1,528.74	3,441.01	56.99
603.49785.43040	LEGAL FEES	500.00	0.00	0.00	500.00	0.00
603.49785.43500	PRINTING & PUBLISHING	1,000.00	0.00	0.00	1,000.00	0.00
603.49785.44000	CONTRACTUAL SERVICE	25,000.00	25,240.63	8,149.00	(240.63)	100.96
603.49785.45000	CAPITAL OUTLAY	28,000.00	103,304.85	14,077.20	(75,304.85)	368.95
Total Dept 49785 - STORMWATER UTILITY		104,864.00	167,304.00	25,056.36	(62,440.00)	159.54
Expenditures		104,864.00	167,304.00	25,056.36	(62,440.00)	159.54
Fund 603 - STORMWATER UTILITY:						
TOTAL REVENUES		104,864.00	105,184.77	25,715.54	(320.77)	
TOTAL EXPENDITURES		104,864.00	167,304.00	25,056.36	(62,440.00)	
NET OF REVENUES & EXPENDITURES:		0.00	(62,119.23)	659.18	62,119.23	
Report Totals:						
TOTAL REVENUES - ALL FUNDS		7,479,966.00	7,593,738.75	2,854,777.32	(113,772.75)	
TOTAL EXPENDITURES - ALL FUNDS		7,473,086.00	6,929,408.87	564,995.63	543,677.13	
NET OF REVENUES & EXPENDITURES:		6,880.00	664,329.88	2,289,781.69	(657,449.88)	



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

January 10, 2025

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

Re: 2024 Sanburnol Drive, Elm Drive and 83rd Avenue Improvements Project
Project No. 193806347
Contractor's Request for Payment No. 6

Dear Dan:

Attached for city approval is Contractor's Request for Payment No. 6 for the 2024 Street Project. The prime Contractor on this project is North Valley Inc.

This request includes payment for all project items to date and released the project retainage to 2.5-percent of the completed project amount. The project is substantially complete. The final contractor payment will be processed later this year when final seeding work can be verified.

We have reviewed the contractor's payment request and found it to be in order. We recommend approval. **If the City wishes to approve this request, then payment should be made to North Valley Inc. in the amount of \$77,452.76.**

Please execute the payment request document. Keep one copy for your records, forward a copy to North Valley Inc., and return one copy to me.

Feel free to contact Zach Naslund or me if you have any questions.

Regards,
STANTEC

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

Phil Gravel
City Engineer

Enclosures

cc: Matt Echols, North Valley Inc.
Geroge Linngren, Public Works Director



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

Page 1 of 4
 Client Project Number:
 Payment Number: 6

Contract Number: 193806347
Pay Request Number: 6
2024 85TH AVENUE/SANBURNOL DRIVE, ELM DRIVE, AND 83RD AVENUE IMPROVEMENTS

State Aid Project Numbers
105-115-007, 106-129-002, 183-103-001, 183-104-001, 183-107-002


Contractor: North Valley, Inc. 20015 Iguana St NW Nowthen, MN 55330	Up To Date: 01/06/2025
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Contract Amount		Funds Encumbered	
Original Contract	\$1,048,488.45	Original	\$1,048,488.45
Contract Changes	\$45,508.60	Additional	N/A
Revised Contract	\$1,093,997.05	Total	\$1,048,488.45


Work Certified To Date	
Base Bid Items	\$1,119,625.68
Contract Changes	\$45,508.60
Material On Hand	\$0.00
Total	\$1,165,134.28

Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
\$50,867.80	\$1,165,134.28	\$29,128.36	\$1,058,553.16	\$77,452.76	\$1,136,005.92
Percent: Retained: 2.5%					

I hereby certify that all items and amounts shown are correct for the work completed to date.
 Contractor: North Valley, Inc.

Approved by:  Date: 1/7/2025

The Work on this project and application has been reviewed and the amount shown is recommended for payment.
 Stantec Engineer: Phil Gravel, PE

Approved by:  Date: 1/10/2025

Approved for Payment by Owner: City of Spring Lake Park

Approved by: _____ Date: _____



Payment Summary				
No.	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
1	2024-06-25	\$254,787.33	\$12,739.37	\$242,047.96
2	2024-07-01	\$514,651.39	\$25,732.57	\$488,918.82
3	2024-08-01	\$8,085.86	\$404.29	\$7,681.57
4	2024-10-01	\$263,197.23	\$13,159.86	\$250,037.37
5	2024-11-07	\$73,544.67	\$3,677.23	\$69,867.44
6	2025-01-06	\$50,867.80	(\$26,584.96)	\$77,452.76

Contract Item Status									
Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
1	2021.501	MOBILIZATION	LUMP SUM	\$39,120.85	1	0	\$0.00	1	\$39,120.85
2	2104.502	REMOVE CASTING	EACH	\$212.90	2	0	\$0.00	5	\$1,064.50
3	2104.502	REMOVE DRAINAGE STRUCTURE	EACH	\$632.93	6	0	\$0.00	6	\$3,797.58
4	2104.502	SALVAGE SIGN TYPE C	EACH	\$43.05	1	0	\$0.00	1	\$43.05
5	2104.502	SALVAGE SIGN TYPE SPECIAL	EACH	\$64.57	3	0	\$0.00	3	\$193.71
6	2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LIN FT	\$8.61	108	0	\$0.00	105	\$904.05
7	2104.503	SAWING BIT PAVEMENT (FULL DEPTH)	LIN FT	\$4.84	745	0	\$0.00	1505.79	\$7,288.02
8	2104.503	REMOVE SEWER PIPE (STORM)	LIN FT	\$17.84	54	0	\$0.00	104	\$1,855.36
9	2104.503	REMOVE CURB & GUTTER	LIN FT	\$9.15	620	0	\$0.00	1642	\$15,024.30
10	2104.518	REMOVE BITUMINOUS WALK	SQ FT	\$3.93	71	0	\$0.00	71	\$279.03
11	2104.518	REMOVE CONCRETE SIDEWALK	SQ FT	\$4.31	2877	0	\$0.00	3486	\$15,024.66
12	2104.518	REMOVE BITUMINOUS PAVEMENT	SQ FT	\$2.53	991	0	\$0.00	5576.5	\$14,108.55
13	2104.618	REMOVE CONCRETE VALLEY GUTTER	SQ FT	\$15.07	736	0	\$0.00	913.88	\$13,772.17
14	2106.507	EXCAVATION - COMMON (P)	CU YD	\$24.79	2505	0	\$0.00	2505	\$62,098.95
15	2106.507	EXCAVATION - SUBGRADE	CU YD	\$19.37	222	59	\$1,142.83	59	\$1,142.83
16	2106.507	SELECT GRANULAR EMBANKMENT (CV)	CU YD	\$8.61	222	10	\$86.10	10	\$86.10
17	2211.507	AGGREGATE BASE (CV) CLASS 5 (P)	CU YD	\$12.31	3559	0	\$0.00	3559	\$43,811.29
18	2215.504	FULL DEPTH RECLAMATION (P)	SQ YD	\$4.41	12988	0	\$0.00	12988	\$57,277.08
19	2231.618	BITUMINOUS PATCH SPECIAL	SQ FT	\$6.19	1474	0	\$0.00	3042.5	\$18,833.08



Contract Item Status									
Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
20	2232.504	MILL BITUMINOUS SURFACE (2.5")	SQ YD	\$1.72	3900	0	\$0.00	3900	\$6,708.00
21	2360.509	TYPE SP 9.5 WEARING COURSE MIX (3,C)	TON	\$95.56	1924	0	\$0.00	1743.96	\$166,652.82
22	2360.509	TYPE SP 12.5 WEARING COURSE MIX (3,C)	TON	\$89.31	1743	0	\$0.00	1587.51	\$141,780.52
23	2360.509	TYPE SP 12.5 NON WEAR COURSE MIX (3,C)	TON	\$87.98	1743	0	\$0.00	1667.01	\$146,663.54
24	2503.503	12" RC PIPE SEWER DES 3006 CL V	LIN FT	\$60.42	819	0	\$0.00	825	\$49,846.50
25	2503.503	15" RC PIPE SEWER DES 3006 CL V	LIN FT	\$67.90	8	0	\$0.00	23	\$1,561.70
26	2503.602	CONNECT TO EXISTING STORM SEWER	EACH	\$1,122.01	7	0	\$0.00	8	\$8,976.08
27	2503.602	CONNECT INTO EXISTING DRAINAGE STRUCTURE	EACH	\$1,588.07	1	0	\$0.00	1	\$1,588.07
28	2504.602	ADJUST VALVE BOX	EACH	\$541.36	10	0	\$0.00	14	\$7,579.04
29	2506.502	CONST DRAINAGE STRUCTURE DESIGN SPECIAL	EACH	\$2,054.14	8	0	\$0.00	8	\$16,433.12
30	2506.502	CONST DRAINAGE STRUCTURE DESIGN SPEC 1	EACH	\$2,399.37	10	0	\$0.00	11	\$26,393.07
31	2506.502	CASTING ASSEMBLY	EACH	\$1,076.27	20	3	\$3,228.81	27	\$29,059.29
32	2506.502	ADJUST FRAME & RING CASTING	EACH	\$1,178.51	25	0	\$0.00	25	\$29,462.75
33	2506.602	CORE DRILLED HOLE	EACH	\$2,134.69	1	0	\$0.00	1	\$2,134.69
34	2521.518	4" CONCRETE WALK	SQ FT	\$7.00	2878	0	\$0.00	4040.39	\$28,282.73
35	2521.518	6" CONCRETE WALK	SQ FT	\$16.14	1258	0	\$0.00	1308	\$21,111.12
36	2531.503	CONCRETE CURB & GUTTER DESIGN B618	LIN FT	\$37.13	620	0	\$0.00	1642	\$60,967.46
37	2531.604	7" CONCRETE VALLEY GUTTER	SQ YD	\$87.18	99	0	\$0.00	106.95	\$9,323.90
38	2531.618	TRUNCATED DOMES	SQ FT	\$75.34	183	0	\$0.00	188.6	\$14,209.12
39	2563.601	TRAFFIC CONTROL	LUMP SUM	\$10,224.55	1	0	\$0.00	1	\$10,224.55
40	2564.502	INSTALL SIGN TYPE C	EACH	\$215.25	1	0	\$0.00	1	\$215.25
41	2564.602	INSTALL SIGN TYPE SPECIAL	EACH	\$457.41	3	0	\$0.00	3	\$1,372.23
42	2573.601	EROSION CONTROL	LUMP SUM	\$10,277.29	1	0	\$0.00	1	\$10,277.29



Contract Item Status									
Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
43	2575.604	PERMANENT RESTORATION	SQ YD	\$13.43	713	0	\$0.00	1413.82	\$18,987.60
44	2582.503	4" SOLID LINE MULTI COMP	LIN FT	\$0.59	547	0	\$0.00	518	\$305.62
45	2582.503	24" SOLID LINE MULTI COMP	LIN FT	\$11.83	298	14	\$165.62	312	\$3,690.96
46	2582.503	4" DBLE SOLID LINE MULTI COMP	LIN FT	\$1.18	4622	0	\$0.00	4545	\$5,363.10
47	2582.518	CROSSWALK MULTI COMP	SQ FT	\$5.84	696	126	\$735.84	810	\$4,730.40
Base Bid Totals:							\$5,359.20		\$1,119,625.68

Contract Change Item Status									
CC	Line	Item	Unit	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
CHANGE ORDER NO. 1	48	Storm sewer changes due to CenterPoint Energy gas line and a Northcourt Commons Mall storm sewer line.	LUMP SUM	\$10,299.59	1	1	\$10,299.59	1	\$10,299.59
	49	Paving changes due to CenterPoint Energy gas line.	LUMP SUM	\$17,935.26	1	1	\$17,935.26	1	\$17,935.26
	50	Additional bituminous reclamation on University Service Drive.	LUMP SUM	\$3,391.29	1	1	\$3,391.29	1	\$3,391.29
	51	Irrigation system repairs and additional concrete cutting for curb replacement 85th Avenue.	LUMP SUM	\$2,477.00	1	1	\$2,477.00	1	\$2,477.00
	52	Bituminous density incentive compensation.	LUMP SUM	\$11,405.46	1	1	\$11,405.46	1	\$11,405.46
Contract Change Totals:							\$45,508.60		\$45,508.60

Less 2.5% retainage, amount due this request is **\$77,452.76**



CITY OF SPRING LAKE PARK
 1301 Eighty-First Avenue N.E.
 Spring Lake Park, MN 55432
 Ph: 763-784-6491 Fax: 763-792-7257 Job: 24153711

PUBLIC RIGHT-OF-WAY APPLICATION

NAME/COMPANY: Telcom Construction for Lumen **Contact:** Jane Brown **Phone:** 320-365-0086

GOPHER 1-CALL REG. NO.: 98564

ADDRESS: PO Box 189, Clearwater, MN 55320

JOB ADDRESS: 7704 LAKEVIEW LN NE

PHONE: 320-365-0086 **FAX:** _____

E-MAIL ADDRESS: jane.brown@telcomconstruction.com

NAME OF REPRESENTATIVE: Jane Brown or Jen Stevens

REPRESENTATIVE PHONE NO'S.: 320-365-0086 or 320-293-9096

DESCRIPTION OF PROPOSED WORK: including a start date and completion date:
 Bore 50 feet of 1s fiber from pole by 7703 Lakeview LN NE to customer's property and continue on customer's property

START DATE: 4/1/25 **COMPLETION DATE:** 9/1/25

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.

EXPLANATION OF RESTORATION: _____

Please email permit to jane.brown@telcomconstruction.com

Jane Brown 1/9/25
 Authorized Representative Signature Date

FOR OFFICE USE ONLY

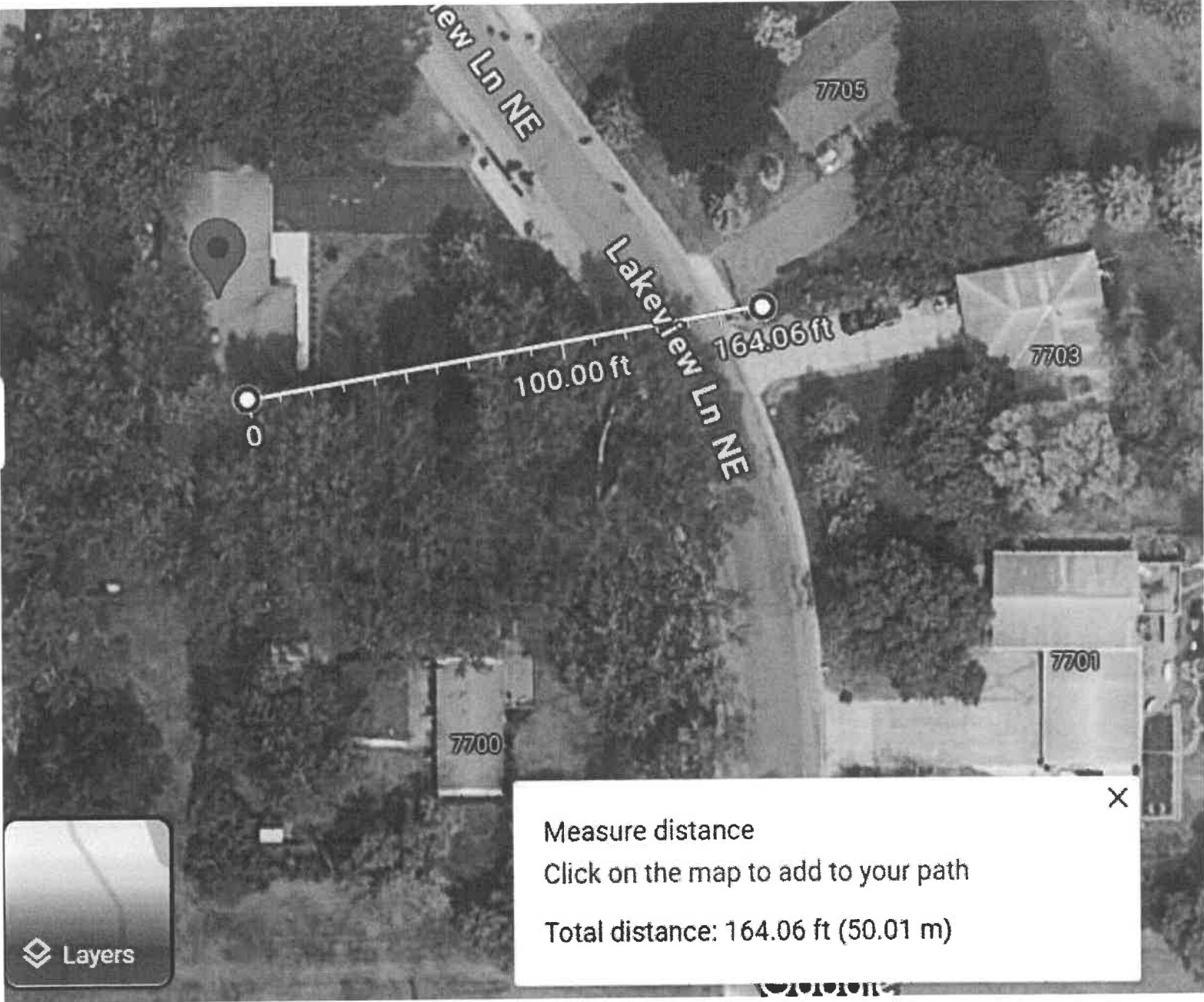
- | | |
|--|--|
| <input type="checkbox"/> PROOF OF CERTIFICATE OF INSURANCE: | VERIFICATION DATE: _____ |
| <input type="checkbox"/> SCALED DRAWING SHOWING LOCATION | <input type="checkbox"/> LETTER OF CREDIT OR CONST. BOND |
| <input type="checkbox"/> COPY OF INSURANCE POLICIES
(If Corporation; from Secretary of State) | <input type="checkbox"/> COPY OF CERTIFICATE OF AUTHORITY
(From M.P.U.C., State, or Federal Agency) |

PERMIT FEES: Excavation Hole - \$150.00 Emergency Hole - \$55.00
 Trench - \$70.00/100'+Hole fee Obstruction Fee - \$50.00+.05/Ft.

Receipt No: Cory Langer Date: 1/9/25 Initials: CL

200

CMS#24153711-HELD
7704 Lakeview Ln NE
Spring Lake Park, MN



Measure distance
Click on the map to add to your path
Total distance: 164.06 ft (50.01 m)

Layers



CITY OF SPRING LAKE PARK
 1301 Eighty-First Avenue N.E.
 Spring Lake Park, MN 55432
 Ph: 763-784-6491 Fax: 763-792-7257 Job: 24152623

PUBLIC RIGHT-OF-WAY APPLICATION

NAME/COMPANY: Telcom Construction for Lumen **Contact:** Jane Brown **Phone:** 320-365-0086

GOPHER 1-CALL REG. NO.: 98564

ADDRESS: PO Box 189, Clearwater, MN 55320

JOB ADDRESS: 7704 LAKEVIEW LN NE

PHONE: 320-365-0086

FAX: _____

E-MAIL ADDRESS: jane.brown@telcomconstruction.com

NAME OF REPRESENTATIVE: Jane Brown or Jen Stevens

REPRESENTATIVE PHONE NO'S.: 320-365-0086 or 320-293-9096

DESCRIPTION OF PROPOSED WORK: including a start date and completion date:

Bore 40 feet of 1s fiber from MST by 8025 Benjamin St NE to customer's property and continue on customer's property

START DATE: 4/1/25

COMPLETION DATE: 9/1/25

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.

EXPLANATION OF RESTORATION: _____

Telcom will do the restoration

Please email permit to jane.brown@telcomconstruction.com

Jane Brown

Authorized Representative Signature

1/14/25

Date

FOR OFFICE USE ONLY

200.00

- PROOF OF CERTIFICATE OF INSURANCE:
- SCALED DRAWING SHOWING LOCATION
- COPY OF INSURANCE POLICIES
(If Corporation; from Secretary of State)

VERIFICATION DATE: _____

- LETTER OF CREDIT OR CONST BOND
- COPY OF CERTIFICATE OF AUTHORITY
(From M.P.U.C., State, or Federal Agency)

PERMIT FEES: Excavation Hole - \$150.00
 Trench - \$70.00/100'+Hole fee

Emergency Hole - \$55.00
 Obstruction Fee - \$50.00+.05/Ft.

Receipt No. [Signature]

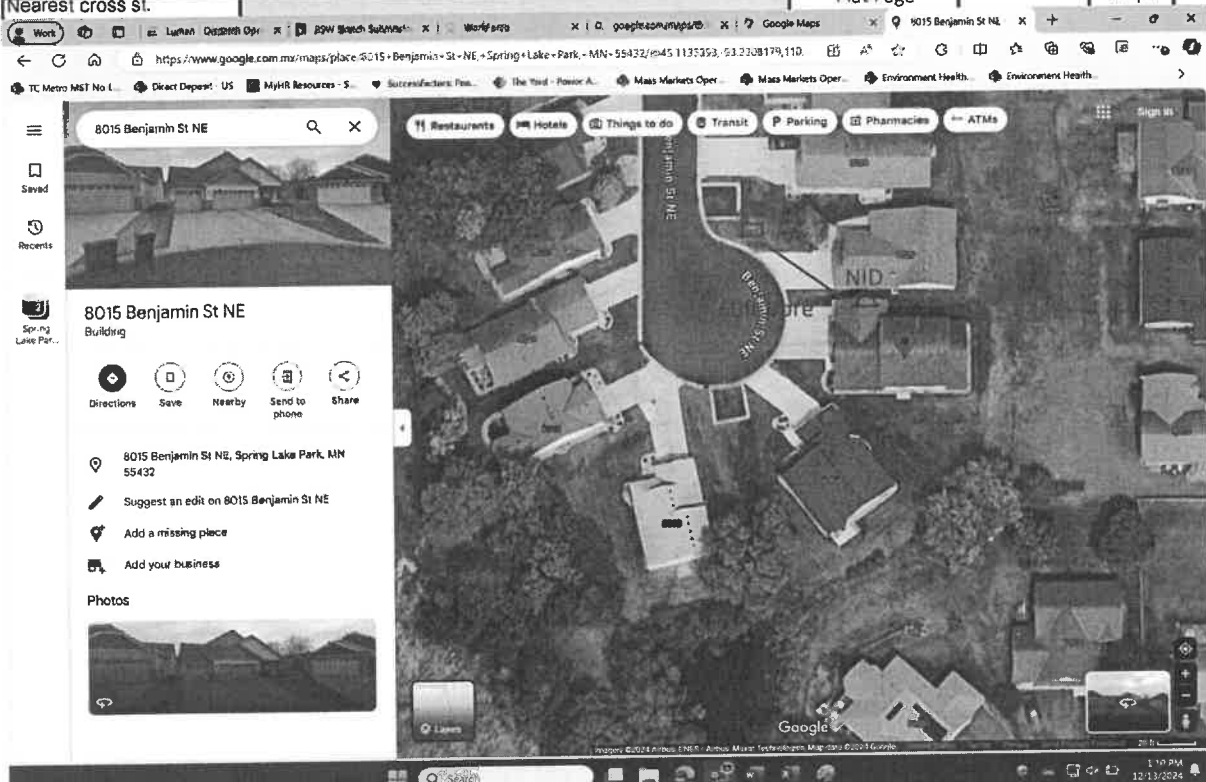
Date: 1/15/25

Initials: [Signature]

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

Revised 05-27-2021	State	MN	Contractor	MN Metro	CMS#	24152623-HELD
CenturyLink BSW Order/Maintenance Work Authorization						
Company	Exchange Name	BLANMNBL			Service Order#	19057148
Work Activity	Fiber-Buried	Capital	Y	Maintenance	N	
Customer Name	Marilynn Forberg			Phone#	(763) 784-7751	
Address	8015 Benjamin St. NE			One Call Ticket#		
City & Zip	Spring Lake Park 55432					
Location/Directions	MST between 8010 & 8020 Benjamin St feeds into pot between 8025 & 8035					
Description of Work or Special Instructions	60 foot bore from MST to left side of house					

Held Order	Permit:	Y	Bore:	N	CBR#	1501673088
Tech Name and Tech #	Dan Reeves AD50722			Employee Contact#	7632374514	
Sketch (Include Cntr Line & Pedestal)	Material/Labor Units			Footage/Quantity	Comments	
	Description	Notes				
Cntr Line foot	SEB3-22	BSW-3 & plow picmt				
	SEB3-22T	BSW-3 & hand dig picmt				
Ped#	SEPCUTOVER	CUTOVER BSW		1		
Parish/County	BM83	BSW guard at house		1		
	XXSEB-GL	Remove temp drop			Footage when temp can't be re-used	
Township:	spring lake park	BM61(1.25)SEB	BSW Bore footage	60		
Section		SEBO PER FT LBR	Fiber & plow picmt			
Range		SEBO PER FT LBR T	Fiber & hand dig picmt			
		SEB6-22	BSW-6 & plow picmt			
		BM2(5/8)(8)	Ground Rod			
		SEBO-COIL	Fiber Coil	1	Coil excess on Fiber drop add 1 unit	
		Permit	Permit	1	Any placement within the ROW requires a permit	



Originated By:	Dan Reeves	Date:	12/13/24	Completed By:		Date:	
Authorized By: (SRO)		Date:		Inspected By:		Date:	
Authorized By: (MRO)		Date:					

Email sketch to:

1. Distance of the bury in Right-of-Way		3. Distance to the nearest intersection	
2. Distance from the terminal to the centerline		4. Nearest State Hwy mile marker	



Public Right of Way Application

Please email the approved permit to
jane.brown@telcomconstruction.com

Applicant Information:

Name of Company: Telcom Construction for Lumen (Century Link)

Address: PO Box 189

City/State/ZIP: Clearwater, MN 55320

Phone Number: (320) 365-0086

Fax Number: _____

Email Address: jane.brown@telcomconstruction.com

Representatives Name: Jane Brown

Project Information:

Project Name: 24135756

Project Address/Location: 7884 MONROE ST NE

City/State/ZIP: _____

Parcel Number(s): 02-30-24-43-0009

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

Bore 30 feet of 1s fiber from MST to customer's property and continue on customer's property

Duration of the Right of Way:

Start Date: 4/1/25

End Date: 9/1/25

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: Jane Brown

Date: 1/14/25

Please email the permit to jane.brown@telcomconstruction.com

For Office Use Only:

Application Number: _____

Date Received: _____

Reviewed By: BZ

Approval Status: Approved Denied

Conditions of Approval/Reasons for Denial: _____

Signature of Reviewing Officer: [Signature]

Date: 1/15/25

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: _____

200⁰⁰

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.

79th Ave NE

CMS#24135756
7884 Monroe St NE
Spring Lake Park, MN

Search here

Home Restaurants Shopping Coffee

at 9:12

home box

7884 Monroe St NE
Recently viewed

bore 120ft

mst

7870

Explore You Contribute

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

Contractor's Licenses

January 21, 2025

2025-2026 Garbage Haulers

Walter's Recycling

Waste Management

2025-2026 Contractor

Tree Contractor

Rainbow Tree Companies

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

Sign Permits

January 21, 2025

Sign Permit

Cowboy's Tobacco

8097 Hwy 65 #105



CITY OF SPRING LAKE PARK
1301 81st Avenue N E
Spring Lake Park, MN 55432
763-784-6491

Sign Permit Application

DATE: 12-8-25
NAME OF APPLICANT: Edmund Gallagher
ADDRESS OF APPLICANT: 359 1st Ave. S. South St. PAUL, MN 55075
TELEPHONE NUMBER OF APPLICANT: 651-248-1271

NAME OF BUSINESS AND LOCATION of building structure, or lot to which or upon which the sign is to be attached or erected Cowboys Tobacco 8097 Hwy 65 # 105
SPRING LAKE PARK, MN 55432

New Construction: _____ Remodel: _____ Word Change Only:

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

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

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

Name of person, firm or corporation erecting the structure: FAST Eddy's SIGNS

Address: 359 1st Ave. S. South St. PAUL, MN 55075

Is an Electrical Permit required? NO

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

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


SIGNATURE OF APPLICANT

FOR OFFICE USE ONLY:*****

FEE: \$280

RECEIPT NUMBER: _____

DATE OF APPROVAL: _____ DATE OF ISSUE: _____

REASON FOR DENIAL: _____

ADDITIONAL REQUIREMENTS FOR SIGN PERMIT:

SQUARE FOOTAGE OF FRONT OF BUILDING: _____ 2147

SQUARE FOOTAGE OF ALL EXISTING SIGNS _____ 456

SQUARE FOOTAGE OF PROPOSED SIGN OR SIGNS: _____ 140 Building + 44 Building

INCLUDE A DRAWING SHOWING LOCATION AND MESSAGE ON SIGN.

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

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

DRAWING:

- Existing
Caribou
135 Building
29 menu board
165 pylon
- Revitalife
16.5 pylon
43 Building
- Stone Arch Dental
61 Building
18 pylon
- Boost
20 pylon
100 Building
- La Michacana
17 Building

Proposed
140 - \$75 + 100(1.25) \$125
\$200
44 - \$75 + 4(1.25) \$5
\$80

644 - 30%
456 - Existing
188 - Proposed
4 - Remaining

140 SQUARE FT.

LED LIGHTED CHANNEL LETTER SIGN ON RACEWAYS



PROPOSED WEST WALL (FRONT)





44

PROPOSED EAST WALL (BACK)





Police Report

December 2024

Submitted for Council Meeting January 20, 2025

The Spring Lake Park Police Department responded to seven-hundred twenty-three calls for service in December 2024. Compared to responding to six-hundred and eight hundred and forty-four for service in December 2023. That brought our total call load for 2024 to 9,409 calls for service. This was a slight decrease in calls for 2024 from 2023.

School Resource Officer Imig reports handling eleven calls for service at our local schools, along with conducting ten student contacts, sixteen escorts, and ten follow-up investigations into school-related issues. For further details see Officer Imig attached report.

Investigator Bennek reports handling twenty-four cases in December 2024. Twenty-one felony and three misdemeanor cases. Investigator Bennek continues to monitor five forfeiture cases and closed one case in December. Investigator Bennek also sat on one of our interview panels for the new officer position and assisted in qualifying officers for our annual winter shoot. See Investigator Bennek's attached report.

The Spring Lake Park Police Department, Administrative Office Staff, remains busy daily. Our administrative staff, Lisa Murphy and Kim Kiley, attended the administrative professional appreciation lunch hosted by the Anoka County Chiefs Association on December 18th, along with Sgt. Fiske, Sgt. Kramer and Investigator Bennek. I am grateful for all they do for our police department.

I stayed busy in December, attending several meetings and trainings listed below. As we all know the last few years seem to have been a revolving hiring process. Due to that we have had quite a bit of overtime and extra shift work for the officers that remain. I wanted to thank our officers who worked over the Christmas and New Year's holidays. I am thankful that we have men and women that are willing to sacrifice their time to keep our city and residents safe during the holiday season. We continue to work towards full staffing and our FTO process with Officer Gulbranson and Officer Haste appears to be going very well. We look forward to having them on solo patrol in the near future.

Meeting's/Training's

- Department head meeting
- Anoka County JLEC RMS/ CAD committee meetings.

- Several body worn and squad camera meetings with various companies.
- Additional officer interviews and backgrounds.
- Initial onboarding for Officer Haste
- Park and Rec Director Interviews
- Gun range repair meetings
- Weekly building renovation meetings.
- Helpers and Heroes
- Anoka Chiefs Staff appreciation luncheon
- City Christmas party

As most of you know, the Spring Lake Park Police Department participates in the prescription drug take back, and drug drop off program. I am happy to report that this year, despite the construction, the police department took in and destroyed over twenty-four pounds of prescription drugs. These are prescription drugs that did not either get flushed down the toilet or fall into the wrong hands. This program is vital to keeping our kids and drinking water safe in the City of Spring Lake Park. We are working on a location for the prescription drug take back bin and will notify the council and public of the location in the near future.

With 2024 in the rearview mirror, I want to personally thank my officers and Sergeants for all their work during 2024. Through all their hard work we continued to see a drop in reportable crimes in the City of Spring Lake Park. I look forward to working on a year-end report for the city council in the near future and will bring the results to you at a future council meeting.

This concludes my report for December 2024. Are there any questions?



Investigator

Tony Bennek

Spring Lake Park Police Department

Monthly Report

December 2024

Total Case Load

Case Load by Level of Offense: 24

Felony	21
Gross Misdemeanor	0
Misdemeanor	3

Case Dispositions:

County Attorney	21
Juvenile County Attorney	0
City Attorney	3
Forward to Other Agency	0
SLP Liaison	0
Carried Over	0
Unfounded	0
Exceptionally Cleared	0
Closed/Inactive	0

Forfeitures:

Active Forfeitures	5
Forfeitures Closed	1

Spring Lake Park Police / School Resource Officer Report

December 2024

Incidents by School Location	Reports (ICRs)	Student Contacts*	Escorts/Other	Follow Up Inv.
Spring Lake Park High School	11	10	16	10
Discovery Days (pre-school)				
Lighthouse School				
Park Terrace Elementary School				
District Office				
Able and Terrace Parks (School Related)				
School Related				
Miscellaneous Locations				
Totals:	11	10	16	10

*refers to consultations with students not requiring a police report

Breakdown of Reports (ICRs)	
Theft reports (cellphones, iPods, bikes, etc...)	
Students charged with Assault or Disorderly Conduct	3
Students charged with other crimes	1
Non-students Charged	2
Warrant Arrests	
Miscellaneous reports	5

CITY OF SPRING LAKE PARK, MINNESOTA

RESOLUTION NO. 2025-01

RESOLUTION APPROVING 2025 APPOINTMENTS

BE IT RESOLVED that the City Council of the City of Spring Lake Park does hereby approve the appointment list as outlined in Exhibit A of this Resolution.

The foregoing resolution was moved for adoption by Councilmember .

Upon roll call, the following voted aye:

And the following voted nay:

Whereupon the Mayor declared said resolution duly passed and adopted this 6th day of January, 2025.

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, Administrator



CITY OF SPRING LAKE PARK

1301 Eighty First Avenue NE

Spring Lake Park, MN 55432

Ph: 763-784-6491 Fax: 763-792-7257

2025 APPOINTMENTS

I. ELECTED OFFICIALS

POSITION	TERM	NAME	TERM EXPIRES
Mayor	4 Years	Bob Nelson	1/4/27
Councilmember	4 Years	Lisa Dircks	1/2/29
Councilmember	4 Years	Ken Wendling	1/4/27
Councilmember	4 Years	Barbara Goodboe-Bisschoff	1/2/29
Councilmember	4 Years	April Moran	1/4/27

II. ANNUAL APPOINTMENTS AT FIRST MEETING OF THE YEAR

POSITION	TERM	NAME	TERM EXPIRES
Acting Mayor	Annual		1/5/26
Official Newspaper	Annual	Blaine/SLP Life	1/5/26
Official Depository	Annual	U.S. Bank	1/5/26
		4M Fund	1/5/26
		Wells Fargo Bank	1/5/26
		RBS Wealth Management	1/5/26
Agent of Record	Annual	Corporate Four Ins. Agency	1/5/26
Attorney	Annual	Carson, Clelland & Schreder	1/5/26
Auditor	Annual	Smith Schafer	1/5/26
Engineer	Annual	Stantec	1/5/26
Bond Counsel	Annual	Jenny Boulton, Kennedy & Graven	1/5/26
Weed Inspector	Annual	Mayor	1/5/26
Asst. Weed Inspector	Annual	George Linngren	1/5/26
Animal Control	Annual	Josh Antoine	1/5/26

III. COUNCIL COMMITTEES

COMMITTEE	TERM	NAME	TERM EXPIRES
Parks & Recreation Commission Liaison	Annual		1/5/26
Parks & Recreation Commission Alternate	Annual		1/5/26
Planning Commission Liaison	Annual		1/5/26
Planning Commission Alternate	Annual		1/5/26

COMMITTEE	TERM	NAME	TERM EXPIRES
Anoka County Joint Law Enforcement Council	Annual		1/5/26
Anoka County Joint Law Enforcement Council – Alternate	Annual		1/5/26
Anoka County Fire Protection Council	Annual		1/5/26
Anoka County Fire Protection Council – Alternate	Annual		1/5/26
Beyond the Yellow Ribbon	Annual		1/5/26
Beyond the Yellow Ribbon	Annual		1/5/26
SBM Fire Department Liaison	Annual		1/5/26
SBM Administrative Committee	Annual	Daniel Buchholtz	1/5/26
Negotiations – Patrol	Annual		1/5/26
Negotiations – Patrol	Annual		1/5/26
Negotiations – Patrol	Annual	Daniel Buchholtz	1/5/26
Negotiations – Sergeants	Annual		1/5/26
Negotiations – Sergeants	Annual		1/5/26
Negotiations – Sergeants	Annual	Daniel Buchholtz	1/5/26
Negotiations – Public Works	Annual		1/5/26
Negotiations – Public Works	Annual		1/5/26
Negotiations – Public Works	Annual	Daniel Buchholtz	1/5/26
Non-Bargained Employee Personnel Committee	Annual		1/5/26
Non-Bargained Employee Personnel Committee	Annual		1/5/26
Non-Bargained Employee Personnel Committee	Annual	Daniel Buchholtz	1/5/26
N. Metro Cable Communications Commission	Annual		1/5/26
N. Metro Cable Communications Commission – Alt.	Annual		1/5/26
N. Metro Cable Communications Operations Committee	Annual	Daniel Buchholtz	1/5/26
North Metro Mayor’s Assn Rep.	Annual		1/5/26
North Metro Mayor’s Assn. – Alt.	Annual		1/5/26
North Metro Mayor’s Assn Operations Committee	Annual	Daniel Buchholtz	1/5/26

COMMITTEE	TERM	NAME	TERM EXPIRES
Tower Days Committee Liaison	Annual		1/5/26
Tower Days Committee Alt.	Annual		1/5/26
Trunk Highway 65 Corridor Coalition	Annual		1/5/26
School Board Liaison	Annual		1/5/26
Suburban Rate Authority	Annual	George Linngren	1/5/26
Suburban Rate Authority – Alt.	Annual	Daniel Buchholtz	1/5/26
Coon Creek Watershed District Citizens Advisory Commission	Annual		1/5/26
Coon Creek Watershed District Technical Advisory Committee	Annual	Phil Gravel/ George Linngren	1/5/26

IV. ADMINISTRATIVE APPOINTMENTS

POSITION	TERM	NAME
Administrator, Clerk-Treasurer	Indefinite	Daniel Buchholtz
Data Practices Responsible Authority	Indefinite	Daniel Buchholtz
Police Chief/Public Safety Director	Indefinite	Josh Antoine
Parks & Recreation Director	Indefinite	Kay Okey
Public Works Director	Indefinite	George Linngren
Building Official	Indefinite	Jeff Baker
Plumbing Inspector	Indefinite	Jeff Baker
Fire Marshal	Indefinite	Jeff Baker

V. PLANNING COMMISSION (Municipal Code Section 16.60)

POSITION	TERM	NAME	TERM EXPIRES
Commissioner	3 Years		12/31/27
Commissioner	3 Years		12/31/27
Commissioner	3 Years	Rick Cobbs	12/31/26
Commissioner	3 Years	Eric Julien	12/31/26
Commissioner	3 Years	Brad Delfs	12/31/25
Commissioner	3 Years	Sharon Weighous	12/31/25
Commissioner	3 Years	Kelsey Hollihan	12/31/24
Commissioner	3 Years	Hans Hansen	12/31/24
Commissioner (student)	1 Year	<i>vacant</i>	

VI. EMERGENCY MANAGEMENT AGENCY (Municipal Code Section 3.12 – Appointed by Mayor)

POSITION	TERM	NAME
Co-Directors	Indefinite	Josh Antoine/Dan Retka
Deputy Directors	Indefinite	Sgts. Fiske and Kramer

VII. PARKS AND RECREATION COMMISSION (Municipal Code Section 3.08)

POSITION	TERM	NAME	TERM EXPIRES
Commissioner	3 Years	Eric Hendrickson	12/31/27
<i>Commissioner</i>	<i>3 Years</i>	<i>Mark Hoard</i>	<i>12/31/27</i>
Commissioner	3 Years	Erik Olson	12/31/26
Commissioner	3 Years	Ryan McLaughlin	12/31/26
Commissioner	3 Years	Wannie-Mae Parsons	12/31/25
Commissioner	3 Years	Erik Olson	12/31/25
Commissioner	3 Years	Barbara Harlan	12/31/25
Commissioner	3 Years	Chris Lammers	12/31/25
Commissioner	3 Years	Mark Hoard	12/31/24
Commissioner	3 Years	Barbara Yawn	12/31/24



January 7, 2025

TO: THE CITY OF SPRING LAKE PARK

RE: APPROVAL OF FIVE YEAR EXTENSION TO THE CURRENT COMCAST CABLE FRANCHISE

Enclosed, please find for the council's review and approval the ordinance extending the city's current Comcast Cable Franchise for five years.

This ordinance preserves all of the provisions of the current franchise, as well as:

- The January 29, 1996, Memorandum of Understanding (MOU)
- The 1997 Resolution Transferring Community Television Programming Responsibilities from Group W of the North Central Suburbs, d/b/a Meredith Cable to the North Central
- The Franchise Settlement Agreement dated December 17, 2014

The ordinance was drafted by Commission Attorney Mike Bradley. Comcast has already reviewed and approved this ordinance. Since the current cable franchise was granted by an ordinance, we are recommending that the extension also be granted by an ordinance. The City may amend the form of the ordinance to conform to the City's ordinance practice and the City should follow the City's normal ordinance process to adopt the ordinance. We do not anticipate any objections to the ordinance.

Recommendation: That the City adopt the Ordinance as recommended by the Telecommunications Commission and the Operations Committee.

I want to thank the Commission directors, staff, and the Operations Committee for their efforts in securing this important and beneficial franchise extension. Please reach out to the NMTTC Interim Co-Executive Directors if you have any questions about this ordinance or about the franchise in general.

Sincerely,

A handwritten signature in black ink that reads 'Barbara Goodboe-Bisschoff'. The signature is written in a cursive, flowing style.

Barbara Goodboe-Bisschoff
Chair, North Metro Telecommunications Commission

Enc.

CITY OF SPRING LAKE PARK

ORDINANCE NO. 500

FRANCHISE EXTENSION AGREEMENT

THIS AGREEMENT, effective upon passage and acceptance, between the City of Spring Lake Park, Minnesota (the “City”), and Comcast of Minnesota, Inc., a Minnesota corporation (“Comcast”).

WHEREAS, the City granted Comcast a non-exclusive franchise to construct, operate and maintain a cable television system through a cable television franchise ordinance accepted and agreed upon by Comcast (the “Franchise”);

WHEREAS, the City, is a member of the North Metro Telecommunications Commission (the “Commission”);

WHEREAS, Comcast and the Commission are parties to (1) a Memorandum of Understanding (MOU) dated January 29, 1996; (2) the 1997 Resolution Transferring Community Television Programming Responsibilities from Group W of the North Central Suburbs, d/b/a Meredith Cable to the North Central; and (3) the Franchise Settlement Agreement dated December 17, 2014 (collectively the “Agreements”);

WHEREAS, the term of the Franchise expired on or about December 31, 2020, and Comcast continued to operate under the terms and conditions of the Franchise; and

WHEREAS, the parties desire to extend the current Franchise and Agreements.

NOW, THEREFORE, THE CITY OF SPRING LAKE PARK ORDAINS AS FOLLOWS:

Section 1. Section 2.4 of the Franchise is hereby amended by extending the term of such Franchise through and including June 30, 2030. The Parties do not waive any rights under Section 626 of the Federal Cable Act and agree that Grantee shall not be required to file an additional Section 626 Letter to preserve its rights to formal proceedings under the Franchise.

Section 2. Except as specifically modified hereby, the Franchise shall remain in full force and effect.

Section 3. Neither party waives any rights under law as a result of agreeing to this Franchise extension.

Section 4. The Agreements shall remain effective so long as Comcast, including any successors or assigns, continues to operate under the Franchise, including as it may be extended pending the completion of the renewal process. Neither the Commission nor Comcast may terminate the Agreements prior to renewal.

Passed and adopted this _____ day of _____ 2025.

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

CITY OF SPRING LAKE PARK

Robert Nelson, Mayor

ATTEST

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

ACCEPTANCE BY COMCAST

Comcast agrees to the terms and conditions of this Ordinance and Franchise Extension Agreement.

COMCAST OF MINNESOTA, INC.

Kalyn Hove
Title: Regional Senior Vice President, Comcast Midwest Region
Date: _____

ACCEPTANCE BY NORTH METRO TELECOMMUNICATIONS COMMISSION

NORTH METRO TELECOMMUNICATIONS COMMISSION

Commission Chair

Date: _____

CITY OF SPRING LAKE PARK

RESOLUTION NO. 2025-02

**A RESOLUTION AUTHORIZING SUMMARY PUBLICATION OF ORDINANCE 500,
FRANCHISE EXTENSION AGREEMENT**

WHEREAS, as authorized by Minnesota Statutes, Section 412.191, subd. 4, the City Council has determined that publication of the title and summary of Ordinance 500 will clearly inform the public of the intent and effect of the Ordinance; and

WHEREAS, a printed copy of the Ordinance is available for inspection during regular office hours in the office of the City Clerk.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Spring Lake Park, Minnesota that the following summary of Ordinance No. 500 is approved for publication:

On January 21, 2025, the Spring Lake Park City Council approved Ordinance No. 500, entitled 'Franchise Agreement Extension.'

The following is a summary of Ordinance No. 500, a copy of which is available in its entirety for review during regular office hours at the City of Spring Lake Park, 1301 81st Avenue NE, Spring Lake Park, MN, or for review on the City's website, www.slpmn.org.

"The City Council of the City of Spring Lake Park has adopted Ordinance No. 500, titled 'Franchise Extension Agreement,' which extends the term of the existing cable television franchise with Comcast of Minnesota, Inc., through June 30, 2030. The ordinance maintains all other provisions of the franchise and existing agreements and preserves rights under applicable laws.

The ordinance will take effect on upon publication in the City's newspaper of record and acceptance by Comcast of Minnesota and acceptance by North Metro Telecommunications Commission."

The foregoing Resolution was moved for adoption by .

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 21st day of January, 2025.

APPROVED BY:

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator



January 7, 2025

TO: THE CITY OF SPRING LAKE PARK

RE: RESOLUTION OF SUPPORT FOR MODERNIZING PEG FUNDING

Enclosed, please find for the council's review and approval a resolution supporting the Minnesota Association of Community Telecommunications Administrators (MACTA) efforts to modernize public, education, and government (PEG) programming/public access funding.

North Metro TV and other PEG TV stations face a challenging future as traditional revenue streams decline. MACTA, along with the League of Minnesota Cities, the League of Women Voters, and other organizations, are pursuing multiple avenues to modernize that funding at the state legislature. Municipal support for these efforts is extremely important and influential.

Possible solutions include:

- The Equal Access to Broadband Bill: This is the bill that MACTA pursued at the state legislature last year. It would allow cities to franchise wireline broadband providers and to impose a franchise fee on providers for using the public rights-of-way. The franchise would allow for oversight over broadband companies and require build out for an entire franchise area. The requirements would be similar to those in current cable franchises.
- A General Fund Request: MACTA is working to draft a bill requesting an amount equal to one dollar for every state resident from the State General Fund. Since not every city in the state is covered by a PEG station, MACTA currently estimates that the PEG stations that do exist would receive somewhere between one and two dollars per resident for a proposed two years of funding.

Recommendation: That the City pass the resolution as recommended by the Telecommunications Commission Operations Committee.

I want to thank the Commission directors, staff, and the Operations Committee for their efforts in pursuing more modern and fair funding for North Metro TV and other PEG stations. Please reach out to the NMTC Interim Co-Executive Directors if you have any questions about this ordinance or about the franchise in general.

Sincerely,

Barbara Goodboe-Bisschoff
Chair, North Metro Telecommunications Commission

Enc.

12520 Polk St NE, Blaine, MN 55434-3148 Phone: (763) 780-8241 Fax: (763) 780-8242

Blaine • Centerville • Circle Pines • Ham Lake • Lexington • Lino Lakes • Spring Lake Park

CITY OF SPRING LAKE PARK

RESOLUTION NO. 2025-03

RESOLUTION OF SUPPORT FOR MACTA EFFORTS TO MODERNIZE PUBLIC, EDUCATION, AND GOVERNMENT (PEG) PROGRAMMING/PUBLIC ACCESS FUNDING

WHEREAS, community television programming allows community members to stay connected and entertained through public, education, and government (PEG) programming; and

WHEREAS, public television programming includes local community and nonprofit submissions, City Council and board and commission meetings, and community events; and

WHEREAS, public television programming has primarily been funded through franchise fees which allow cable providers to utilize the public right-of-way for private use; and

WHEREAS, with the recent consumer trend of moving from traditional cable providers to digital/video streaming services, the funds available for public television programming has decreased; and

WHEREAS, the Minnesota Association of Community Telecommunications Administrators (MACTA) is a statewide organization of municipal and nonprofit staff that advocates for cities and their residents; and

WHEREAS, MACTA is launching a campaign to create legislative changes at the state and federal level that will respond to consumer changes and allow current practices to modernize in response to these shifts; and

WHEREAS, MACTA is working with Minnesota cities to gain support for their legislative efforts.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Spring Lake Park that the City Council offers their support to the Minnesota Association of Community Telecommunications Administrators' (MACTA) effort to modernize local access funding through legislative change.

The foregoing Resolution was moved for adoption by Councilmember .

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

And the following voted against the same:

Whereupon the Mayor declared said Resolution duly passed and adopted this 21st day of January 2025.

APPROVED BY:

Robert Nelson, Mayor

ATTEST

Daniel Buchholtz, City Administrator



Memorandum

To: Mayor Nelson and Members of the City Council

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

Date: December 23, 2024

Subject: Authorize Hiring Process for Fire Inspector/Code Enforcement Officer

Walter Morris has announced his departure from the City of Spring Lake Park to join the SBM Fire Department as a shift captain. Walter has served our community with dedication, and his contributions to maintaining compliance and safety standards in our city have been greatly valued. We wish him all the best in his new role.

The Fire Inspector/Code Enforcement Official plays a pivotal role in conducting fire and rental inspections, enforcing zoning and environmental codes, inspecting properties, and educating the public on compliance with city ordinances. The dual focus on fire safety and property maintenance will support our city's commitment to safety, compliance, and quality of life for all residents.

Staff seeks approval to begin the hiring process for the position of Fire Inspector/Code Enforcement Official. The current job description for the position is included with this memorandum. 2025 salary range for the position is \$34.02 - \$41.81/hour.

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

Fire Inspector - Code Enforcement

Dept/Div: Code Enforcement/N/A

FLSA Status: Non-Exempt

General Definition of Work

Performs work performing fire and rental inspections, enforcing zoning ordinance and various environmental codes, inspecting properties, maintaining records, preparing reports, and related work as apparent or assigned.

Work is performed under the supervision of the Building Official.

Qualification Requirements

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable an individual with disabilities to perform the essential functions.

Essential Functions

- Conducts commercial fire inspections as directed.
- Responds to fire alarms and follow-up with corrective actions.
- Inspects rental housing to identify and correct violations of property maintenance, housing, nuisance, licensing, and other city ordinances.
- Monitors, inspects, and enforces residential and commercial properties for compliance with state and city codes and ordinances.
- Investigates reports of code and nuisance violations, issues citations, resolves disputes and conducts follow-up to ensure corrections.
- Participates in legal proceedings, including producing documents/evidence for prosecution of code violations.
- Stays abreast of updated inspection practices and code changes; makes recommendations on department procedures and code modifications.
- Educates contractors, homeowners, business owners, and community members on fire and property maintenance codes and related ordinances, policies, and procedures.
- Maintains a variety of inspection and enforcement logs and records.
- Informs the Building Official of any inspection related activities that require immediate attention or action.

Knowledge, Skills, and Abilities

General knowledge of practices, principles, and techniques of effective code enforcement principals; general knowledge of Minnesota fire codes; general knowledge of the zoning ordinances and various municipal codes including building and maintenance property codes; general knowledge of legal procedures related to the enforcement of ordinances and codes.

Skill in the use of personal computers, associated software packages, hardware, and peripheral equipment; skill in public speaking and delivering presentations to a wide audience of individual and groups.

Ability to read and interpret permits, site plans and designs and to ensure compliance with appropriate ordinances and codes; ability to communicate effectively both orally and in writing; ability to enforce ordinances and regulations with firmness, tact, and impartiality; ability to establish and maintain effective working relationships with associates, contractors, property owners, and the general public.

Fire Inspector - Code Enforcement

Education and Experience

High School diploma or GED and minimal experience in fire and municipal code inspection work, or equivalent combination of education and experience.

Special Qualifications

Fire Inspector I certification upon hire.
Valid driver's license in the State of Minnesota

Physical Requirements

Physical Requirements and Activity

This work requires the regular exertion of up to 10 pounds of force, frequent exertion of up to 25 pounds of force and occasional exertion of up to 50 pounds of force.

Work regularly requires speaking or hearing and using hands to finger, handle or feel, frequently requires standing, walking, sitting, climbing or balancing, stooping, kneeling, crouching or crawling, reaching with hands and arms, lifting and repetitive motions and occasionally requires tasting or smelling.

Sensory Requirements

Work requires close vision, distance vision, ability to adjust focus, depth perception, color perception and peripheral vision; vocal communication is required for expressing or exchanging ideas by means of the spoken word and conveying detailed or important instructions to others accurately, loudly or quickly; hearing is required to perceive information at normal spoken word levels and to receive detailed information through oral communications and/or to make fine distinctions in sound.

Sensory Utilization

Work requires preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, using of measuring devices, assembly or fabrication of parts within arm's length, operating machines, operating motor vehicles or equipment and observing general surroundings and activities.

Environmental Conditions

Work frequently requires working near moving mechanical parts and exposure to outdoor weather conditions and occasionally requires wet, humid conditions (non-weather), working in high, precarious places, exposure to fumes or airborne particles, exposure to toxic or caustic chemicals, exposure to extreme cold (non-weather), exposure to extreme heat (non-weather), exposure to the risk of electrical shock, exposure to vibration and exposure to bloodborne pathogens and may be required to wear specialized personal protective equipment.

Work is generally in a moderately noisy location (e.g., business office, light traffic).

Special Requirements

Minnesota Fire Inspector I certification upon hire.
Valid driver's license in the State of Minnesota.

Last Revised: 5/5/2021



City of Spring Lake Park
Engineer's Project Status Report

To: Council Members and Staff
From: Phil Gravel

Re: **Status Report for 1.21.25 Meeting**
File No.: R-18GEN

Note: Updated information is shown in *italics*.

2024 MS4 Permit and SWPPP Update (193801776 Task 450). Pond, structural BMP, and outfall inspections are due annually. Program analysis and annual training is due by December. Annual meeting is usually held in June but can be held anytime. Annual Reports to the MPCA are generally due in June (MPCA is not requiring a report in 2024). *City Staff met on October 30th to review MS4 requirements for 2024 (training and annual meeting) and 2025. The required Annual Public Meeting was held on December 16, 2024.*

City Hall Building (193806049). Design started in January 2023. Plans approved on October 16, 2023. Bids opened on November 20, 2023. Contract awarded on February 5, 2024. *Construction is proceeding ahead of schedule. Furniture to be delivered on January 20th.*

Environmental Assessments at 8478 and 8492 Highway 65 NE (227707092).

8478 Hwy 65 – Phase I and II Environmental Site Assessments (ESAs) revealed evidence of a past release. The Site has been enrolled in the MN Pollution Control Agency (MPCA) Voluntary Brownfield Programs, with a request for the No Association Determination letter prior to close. The MPCA has acknowledged the enrollment, and a project manager has been assigned. *Vapor mitigation contractor has submitted quote for mitigation work.*
8492 (along with 8480 and 8484) Hwy 65 – Phase I ESA on the Site identified an environmental concern related to the former dry cleaner tenant (south side of building). Phase II ESA sampling results revealed elevated concentrations of the dry-cleaning solvent, perchloroethylene below the existing multi-tenant building. The Phase II ESA report has been completed. *Proceeding with enrollment into the MPCA's Voluntary Brownfield Programs. Vapor mitigation contractor has submitted quote for mitigation work.*

2024 Sanburnol Drive NE, Elm Drive NE, and 83rd Avenue NE (193806347). Construction started on June 10th. Final paving has been completed. A Contract Change Order has been processed to reflect miscellaneous changes that occurred during construction. Project close-out will occur in June 2025.

2025 Street 79th Avenue and Taylor Street NE Mill and Overlay Project (193807275). The PW Director has identified 79th Avenue (between Monroe St. and TH-65) and Taylor Street NE (between 79th Ave and Osborne Rd.) as segments for a potential mill and overlay project for 2025. *Public Improvement Hearing was held on December 2, 2024. Plans and specs are being prepared.*

1-Year Warranty Televising for 2023-2024 Sanitary Sewer Lining Project (193805871). Council voted to proceed with low quote from Visu-sewer for 1-year warranty televising and a report.

2025 Seal Coat and Crack Repair Project (193807361). Project will include streets north of Osborne Rd, east of Monroe St., and west of TH-65. Will also include University Service Dr. and Terrace Road north of 81st Ave. *Plans and specs are being prepared.*

Possible Future Storm Sewer Lining Project (19380xxxx). The CIP includes future lining of storm sewers. Public works is evaluating sewers for a possible lining project in 2025.

Please contact Phil Carlson, Bruce Paulson, Zach Naslund, Eric Stommes, or me if you have questions or require additional information.

Three Week Look Ahead Schedule



11/25 - 12/13

Period:

Spring Lake Park

Job # 7088

PM: Jason H

Contractor	Activity	11/25	11/26	11/27	11/28	11/29	#	#	12/2	12/3	12/4	12/5	12/6	#	##	12/9	12/10	12/11	12/12	12/13	#	Remarks	
		9/24	Tue	Wed	Thu	Fri	Sa	Sur	Mon	Tue	Wed	Thu	Fri	Sa	Sur	Mon	Tue	Wed	Thu	Fri	Sa		
Murphy Window & Door	Caulk exterior window Frames	X	X	X																			
	Install interior window frames			X					X	X													
Construction results	Backing in new walls	X	X																				
	Set door frames and doors exterior walls	X	X	X																			
Acoustics door	Install after carpet???? After Phase 2 is done																						
HVAC Precise	Install new duct	X	X	X																			
	Insulate new duct	X	X	X				X	X	X	X												
Summit	Rough-in	X	X	X																			
RTL	Frame walls soffits phase 2	X	X	X																			
	Drywall walls finish walls		X	X				X	X	X	X	X			X	X	X	X	X	X			
	Wall framing inspection		X																				
	Frame hard ceilings		X	X				X	X														
Linco	Install roof stairs																					Need old electrical equipment n	
Brush Masters	Paint new walls drywall and block														X	X	X	X	X				
JSB surveillance	Install cameras/ door opener/ card readers.ect	X	X	X	X	X																	
Retrofit Electrical	Finish loose ends phase 1	X	X	X																			
	Rough-in new walls, ceilings	X	X	X	X	X		X	X	X	X	X			X								
	Inwall inspections		X																				
Plumbing Precise	Install toilet sink holding cell																					Late December	
	Install air lines Phase 1	x	X																				
	Rough-in overhead all plumbing	x	X	X				X	X	X													
	Plumbing insulation	X	X	X				X	X	X	X	X											
CIT																							
Contractor	Activity	11/18	11/19	11/20	11/21	11/22	#	#	11/25	11/26	11/27	11/28	11/29	#	##	12/2	12/3	12/4	12/5	12/6	#	Remarks	
		Mon	Tue	Wed	Thu	Fri	Sa	Sur	Mon	Tue	Wed	Thu	Fri	Sa	Sur	Mon	Tue	Wed	Thu	Fri	Sa		