



CITY COUNCIL REGULAR AGENDA
TUESDAY, SEPTEMBER 08, 2026
CITY HALL at 7:00 PM

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. ADDITIONS OR CORRECTIONS TO AGENDA**
- 5. DISCUSSION FROM THE FLOOR**
- 6. CONSENT AGENDA**
 - [A.](#) Approval of Minutes - Council Work Session - August 3, 2026
 - [B.](#) Approval of Minutes - City Council Meeting - August 3, 2026
 - [C.](#) Approval of Minutes - Council Work Session - August 17, 2026
 - [D.](#) Approval of Minutes - City Council Meeting - August 17, 2026
 - [E.](#) Approval of Minutes - Special Council Meeting - August 24, 2026
 - [F.](#) Approval of Minutes - Joint Work Session - August 24, 2026
 - [G.](#) Resolution 2026-36, Accepting Donation from Keith Schweiger for Police Department Flock Camera Program
 - [H.](#) Resolution 2026-37, Appointing Election Judges for the 2026 General Election
 - [I.](#) Contractor Request for Payment #15, #16 and #17-Final - City Hall Renovation/Expansion Project - \$243,573.71
 - [J.](#) Authorization to Begin Sergeant Promotional Process
 - [K.](#) Approval of Right-of-Way Application - CenterPoint Energy
 - [L.](#) Approval of Right-of-Way Application - Xcel Energy
 - [M.](#) Approval of Right-of-Way Application - Xcel Energy
 - [N.](#) Contractor's Licenses
- 7. DEPARTMENT REPORTS**
 - [A.](#) Public Works Report
 - [B.](#) Code Enforcement Report
- 8. ORDINANCES AND/OR RESOLUTIONS**
 - [A.](#) Resolution 2026-38, Approving a Comprehensive Plan Amendment to Amend the Future Land Use Map for 8299 Central Avenue NE
 - [B.](#) Ordinance 511, Amending the Official Zoning Map of the City of Spring Lake Park for 8299 Central Ave NE

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

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

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

- [C.](#) Resolution 2026-39, Approving Summary Publication of Ordinance No. 511, An Ordinance Amending the Official Zoning Map of the City of Spring Lake Park for 8299 Central Avenue NE
- [D.](#) Resolution 2026-40, Approving a Conditional Use Permit for a Child Daycare Facility within Substance Church - 8299 Central Avenue NE
- [E.](#) Resolution 2026-41, Approving a Variance from the Rear Yard Setback Requirement at 8035 Benjamin Street NE
- [F.](#) Resolution 2026-42, Concluding Probable Belief of a Violation of SLPC §9.02.030 and Issuing a Destruction Order for Property Located at 8280 Taylor Street NE

9. NEW BUSINESS

- [A.](#) Police Officer Candidate Conditional Job Offer
- [B.](#) Approve Quote for 2026 Pavement Markings

10. REPORTS

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

11. OTHER

- [A.](#) Schedule City Administrator Performance Evaluation

12. 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 Work Session was held on August 3, 2026 at the Spring Lake Park City Hall, 1301 81st Ave NE, at 5:30 PM.

1. CALL TO ORDER

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

MEMBERS PRESENT:

Councilmember Barbara Goodboe-Bisschoff
Councilmember Lisa Dircks
Councilmember April Moran
Mayor Robert Nelson

MEMBERS ABSENT:

Councilmember Ken Wendling

STAFF PRESENT:

Public Works Director George Linngren, Police Chief Josh Antoine, Building Official Jeff Baker, Administrator/Clerk/Treasurer Daniel Buchholtz

OTHERS PRESENT:

Halyn Roth	7914 Able Street NE	Spring Lake Park MN
Kristi Cobbs	8085 Jefferson Street NE	Spring Lake Park MN
Peter Lindstrom	Met Council	St. Paul MN
C. Meyer	459 81 st Avenue NE	Spring Lake Park MN
Perry Korezenowski	8420 Laddie Road NE	Spring Lake Park

2. DISCUSSION ITEMS

A. 2027 General Fund Budget Presentation and Discussion (Buchholtz)

Administrator Buchholtz presented the proposed 2027 General Fund Budget and reviewed the City's budget process and timeline. He briefly highlighted accomplishments from the previous year, including strong financial management, redevelopment efforts, declining crime, enhanced code enforcement, infrastructure and park improvements, and successful efforts to secure outside grant funding.

Administrator Buchholtz stated that the proposed 2027 General Fund Budget totaled approximately \$6.51 million, an increase of \$389,000, or 6.4%, from 2026. He stated that the budget was balanced without the use of General Fund reserves and projected a year-end fund balance equal to approximately 47.5% of expenditures. He noted that property taxes represented approximately 70% of General Fund revenues and that police and fire services accounted for more than half of General Fund expenditures.

Administrator Buchholtz reviewed several factors affecting the 2027 budget, including a 4% contractual wage adjustment, projected health and dental insurance increases of approximately 10% to 12%, modest tax-base growth, ongoing capital needs, and the anticipated future debt service associated with the SBM Fire Department Northeast Station. He also discussed the City's continued efforts to secure outside funding for capital projects.

Administrator Buchholtz stated that the proposed total City levy was \$5,295,663, an increase of approximately 6.29% over 2026. He requested Council direction regarding the proposed budget and levy, continued use of one-time Public Safety Aid to phase in the Administrative Captain position, potential additions or reductions to the budget, and the maximum preliminary levy the Council would be comfortable certifying in September. He reminded the Council that the preliminary levy establishes a maximum and may be reduced prior to final adoption.

Mayor Nelson asked whether creation of the Administrative Captain position would be permanent or whether the position could be eliminated in the future if it was determined to no longer be necessary. Administrator Buchholtz explained that the Council would retain the ability to make future staffing changes if operational needs changed. Mayor Nelson asked about the anticipated reduction in Police Department records staffing. Administrator Buchholtz stated that the Records Technician participating in the phased retirement program was expected to leave the position at the end of 2027.

Councilmember Moran stated that she would like the Council to consider increasing the Parks and Recreation Office Support Specialist position from 28 hours per week to 40 hours per week. She stated that she had discussed the position with Parks and Recreation staff and believed there was value in making the position full-time. She noted the significant improvement in the financial performance of recreation programming, particularly the youth summer program, which reduced its deficit from approximately \$30,000 in 2025 to \$5,000 in 2026 and is projected to at least break even in 2027. Administrator Buchholtz stated that the Recreation Director had requested the increase but that he had not included the additional hours in his recommended budget because he was attempting to limit the overall levy increase. Councilmember Moran stated that the Recreation Department had made significant progress and that additional administrative support could allow the department to continue building programming and serving the community. She stated that the department had demonstrated the financial improvements necessary to justify consideration of the request.

Mayor Nelson stated that he was concerned about increasing discretionary expenditures when residents were facing higher costs. He stated that the City should focus primarily on core services, including police, fire, streets, water, sewer and snow removal. He expressed concern about increasing property taxes to subsidize programs that may also serve significant numbers of nonresidents. Councilmember Moran responded that recreation programming was a valuable City service and that residents should have access to services and programs that contribute to a strong community. She stated that the Recreation

Director and staff had worked to improve the financial sustainability of the programs before requesting additional staffing.

Councilmember Goodboe-Bisschoff stated that she had concerns regarding the proposed levy increase and believed additional reductions should be identified. She discussed her experience with North Metro Telecommunications, where staffing reductions had recently been necessary to maintain the organization's financial sustainability. She stated that she believed similar scrutiny should be applied to the City's proposed budget.

Councilmember Goodboe-Bisschoff questioned the Parks and Recreation staffing request and stated that she also had concerns regarding Code Enforcement staffing. She asked why current Code Enforcement staffing levels were necessary compared with staffing levels in prior years. Administrator Buchholtz explained that the City historically had approximately 1.5 positions devoted to building and code enforcement functions. He stated that the Council had previously directed staff to enhance code enforcement because of concerns regarding deteriorating community standards. He explained that the part-time housing/code enforcement position was increased to full-time and funded through increased rental licensing fees rather than additional property tax revenue. Administrator Buchholtz stated that the additional staffing had allowed the City to perform more detailed rental housing inspections and pursue more proactive enforcement. He stated that the City had subsequently seen significant investment in multifamily properties and improvements in housing conditions. He explained that the Building Official had voluntarily reduced his schedule and that, while building permit activity had decreased, calls for code enforcement services had increased.

Mayor Nelson stated that he did not believe the workload justified the current staffing level and continued to have concerns regarding the cost of City operations. Councilmember Moran stated that Code Enforcement provided an important service to residents, particularly renters experiencing unsafe or unhealthy housing conditions. She stated that residents should be able to expect basic housing standards, including functioning utilities and properties free from serious health and safety concerns. Administrator Buchholtz discussed a multifamily property where increased City enforcement had resulted in substantial improvements following a change in ownership. He stated that the property demonstrated the potential benefits of proactive housing inspection and code enforcement. Mayor Nelson stated that improved housing conditions were beneficial but expressed concern that major property improvements could also result in rent increases and displacement of lower-income tenants. Council discussed the difficulty of balancing housing quality, affordability, enforcement and neighborhood standards.

Councilmember Dircks stated that both sides of the Parks and Recreation staffing discussion had been presented. She stated that the Recreation Director had done a remarkable job improving the department's financial position but acknowledged that there appeared to be Council opposition to increasing the Office Support Specialist position at this time. She suggested that the Council could reconsider the request in a future year.

Mayor Nelson stated that he would like the proposed levy increase reduced. He stated that his preference was to keep the increase as close as possible to approximately one percentage point above inflation. Councilmember Goodboe-Bisschoff agreed, noting the organics collection mandate coming in 2030.

Administrator Buchholtz asked the Council to identify the maximum levy increase it would be comfortable considering. He reminded the Council that the preliminary levy established in September was a ceiling and could be reduced before final adoption. Mayor Nelson stated that he could consider a maximum levy increase of approximately 5.5% for purposes of continued budget discussion.

Following further discussion, Administrator Buchholtz stated that he would prepare three scenarios for the next budget workshop. He stated that the first scenario would reduce the proposed levy increase to approximately 5.5%; the second would retain the Administrator's recommended budget and approximately 6.29% levy increase; and the third would incorporate the increase of the Parks and Recreation Office Support Specialist position to 40 hours per week.

B. Review of Discussion from the Floor Agenda Placement (Goodboe-Bisschoff)

Due to time constraints, the Council deferred discussion of this item to a future work session.

3. REPORT

A. City Council and Staff Reports - None

4. ADJOURN

Mayor Nelson adjourned the meeting at 6:45 PM.

Robert Nelson, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council was held on August 3, 2026 at Spring Lake Park Community Center, 1301 81st Avenue N.E., at 7:00 PM.

1. CALL TO ORDER

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

2. ROLL CALL

MEMBERS PRESENT

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

MEMBERS ABSENT

STAFF PRESENT

Building Official Jeff Baker, Public Works Director George Linngren, Police Chief Antoine, Engineer Phil Gravel, Administrator Daniel Buchholtz

VISITOR

Peter Lindstrom	Mer Council	
Halyn Roth	7914 Able Street NE	Spring Lake Park MN
C Meyer	459 81 st Avenue NE	Spring Lake Park MN
Kristi Cobbs	8085 Jefferson Street NE	Spring Lake Park MN
Michelle Oler	700 Holland Lane NE	Spring Lake Park MN
Eric Julien	700 Holland Lane NE	Spring Lake Park MN
Perry Korzenowski	8420 Laddie Road NE	Spring Lake Park MN

3. PLEDGE OF ALLEGIANCE

4. ADDITIONS OR CORRECTIONS TO AGENDA

5. PRESENTATION

A. Met Council District 10 Commissioner Peter Lindstrom

Commissioner Peter Lindstrom provided an overview of the Metropolitan Council's primary responsibilities, which include wastewater and water services, transit and transportation planning, housing and redevelopment authority functions, parks and open space management, and regional water supply planning. The Council discussed the Met Council's management of regional water resource recovery facilities and sewer systems, including the

connection serving Spring Lake Park, as well as ongoing collaboration on the City's water tower project. Lindstrom also presented updates on transit and transportation planning. Commissioner Lindstrom highlighted the F Line Bus Rapid Transit project, expected to begin construction in late 2027 or 2028, and reviewed current operations of the Metro Micro door-to-door service, noting its popularity, frequently used destinations, and confirming the fare of \$3.25.

Mayor Nelson expressed concern regarding cybersecurity threats to water and wastewater facilities, citing recent national incidents involving compromised water treatment systems. Lindstrom acknowledged the seriousness of these risks, noting ongoing coordination with the FBI and Homeland Security and the implementation of regular system updates. Mayor Nelson emphasized the importance of maintaining updated software and partnering with local law enforcement to ensure the security of city infrastructure. Commissioner Lindstrom reiterated the Met Council's commitment to protecting critical systems. The Council also reviewed community development initiatives led by the Met Council, including support for comprehensive planning efforts and administration of tree replacement grant programs.

6. DISCUSSION FROM THE FLOOR

Kristi Cobbs, 8085 Jefferson Street NE, thanked the Council and staff for their work on the 2027 budget but expressed concern about long-term financial sustainability. She noted that the administrative captain position will require ongoing funding beginning in 2028 and highlighted the cumulative impact of recent and projected levy increases on residents. Cobbs emphasized that families face multiple rising costs at once and urged careful consideration of long-term spending commitments.

Ms. Cobbs asked the Council to clearly define measurable outcomes for the administrative captain position and to report results to the public. Cobbs also encouraged benchmarking police staffing and costs against comparable metro communities to strengthen public confidence. Finally, she urged continued efforts to improve efficiencies and expand the city's tax base to reduce reliance on residential property taxes and maintain long-term affordability for residents.

7. CONSENT AGENDA

- A. Approval of Minutes – City Council Work Session Meeting – June 1, 2026
- B. Review and Acknowledgement of Annual Data Practices Compliance
- C. Contractor's Licenses
- D. Sign Permits
- E. Kennel License

Motion made by Councilmember Wendling to approve the Consent Agenda.

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

8. DEPARTMENT REPORTS

A. Public Works Report

Director Linngren provided an update on July Public Works operations and noted upcoming changes to bus routes along Monroe and Osborne as coordinated by the Metropolitan Council. He noted that the changes include adding new northbound and eastbound stops on Osborne, removing the recently added Monroe stop, and revisiting ADA improvements at the existing Monroe bus shelter.

Director Linngren reported that park maintenance has been challenging due to recent heat, but seasonal staff continue with weeding and installing playground safety chips. He said that concrete work is scheduled with Schmidt Concrete for multiple locations, including the University Avenue Service Road, school entrances on Terrace, and repairs associated with recent water main break work. He noted a pre-construction meeting for the mill and overlay project will take place soon, with needed patching work incorporated into the project.

Linngren noted that Public Works staff are continuing crosswalk and curb painting, catch basin repairs, and storm sewer maintenance. He noted the recent reconstruction of an unmapped storm sewer system near Northtown Auto due to unexpected failure. He noted that jetting operations are wrapping up.

Linngren also provided an update on Spring Lake, explaining that the former beach area is planned for conversion into a natural habitat through a grant proposal, as the lake is filled primarily by stormwater and no longer supported by aquifer pumping.

B. Code Enforcement Report

Building Official Baker provided an update on the Code Enforcement activities for July. He commended Inspector Wertz for his effective communication and collaborative work with residents during the recent tree abatement process. He noted that approximately 65 notices were issued, only six properties are moving forward to formal abatement, reflecting strong resident cooperation. Baker noted that an informational flyer has been created for contractors to place on doors explaining the abatement procedure and providing code references.

Baker provided an update on construction activity, highlighting the redevelopment of the former Busy Bees site into the Nashmi Restaurant. He said the remodel will include a significant exterior facelift along with interior improvements.

Building Official Baker also addressed the ongoing property concerns at 7730 Central Avenue NE. He stated that attempts to contact next-of-kin were unsuccessful, and he

anticipates bringing forward an abatement order for that property due to unresolved structural issues.

9. ORDINANCES AND/OR RESOLUTIONS

A. Ordinance 509, Repealing, Replacing and Amending Certain Provisions of Chapter 11 of the Spring Lake Park City Code Relating to Business Regulations and Licensing

Administrator Buchholtz reported that the ordinance revisions discussed during the council's recent work session have been completed. Following council direction, all business-related ordinances were sent to the city attorney for review. He stated that Attorney Thames has made minor adjustments, and the updated omnibus ordinance presented to the council reflects those final revisions. Buchholtz stated that the updates cover a wide range of business regulations, including solicitors, liquor licensing, tobacco licensing, and adult-use provisions, ensuring all ordinances align with current standards, laws, and court rulings.

Motion made by Councilmember Goodboe-Bisschoff to approve Ordinance 509, Repealing, Replacing and Amending Certain Provisions of Chapter 11 of the Spring Lake Park City Code Relating to Business Regulations and Licensing.

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

B. Ordinance 510, Amending Chapters 7.04 and 7.08 of the Spring Lake Park City Code Relating to Traffic and Parking Regulations

Administrator Buchholtz reported that, over the past one to two months, staff and the council have reviewed and updated the City's traffic and parking regulations. He noted that major updates include adding regulations for e-bikes and e-scooters, which were previously not addressed, and updating terminology related to ATVs to reflect current use of UTVs. He said these revisions ensure the ordinances remain aligned with modern technologies and transportation trends.

Buchholtz noted additional minor updates to the City's median safety ordinance and clarified parking restriction language. He said a key change will empower code enforcement and designated city staff to issue parking citations, rather than limiting that authority solely to law enforcement. Buchholtz explained that this delegated authority—permitted under state statute—is intended primarily to support emergency snow removal operations.

Motion made by Mayor Nelson to amend Ordinance 510 by striking Section 7.08.030(D) out of Ordinance 510.

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

Motion made by Councilmember Wendling to approve Ordinance 509, Repealing, Replacing and Amending Certain Provisions of Chapter 11 of the Spring Lake Park City Code Relating to Business Regulations and Licensing, as Amended.

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

- C. Resolution No. 2026-32, Approving Summary Publication of Ordinance no. 509, An Ordinance Repealing, Replacing and Amending Certain Provisions of Chapter 11 of the Spring Lake Park City Code Relating to Business Regulations and Licensing

Motion made by Councilmember Wendling to approve Resolution No. 2026-32, Approving Summary Publication of Ordinance no. 509, An Ordinance Repealing, Replacing and Amending Certain Provisions of Chapter 11 of the Spring Lake Park City Code Relating to Business Regulations and Licensing.

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

- D. Resolution No. 2026-33, Approving Summary Publication of Ordinance 510, Amending Chapters 7.04 and 7.08 of the Spring Lake Park City Code Relating to Traffic and Parking Regulations

Motion made by Mayor Nelson to approve Resolution No. 2026-33, Approving Summary Publication of Ordinance 510, Amending Chapters 7.04 and 7.08 of the Spring Lake Park City Code Relating to Traffic and Parking Regulations as Amended.

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

10. NEW BUSINESS

- A. Authorization to Approve Terrace Park Warming House Demolition Quotes

Building Official Baker reported that demolition bids for the Terrace Park Warming House were solicited on July 10. Four contractors were contacted, and two submitted proposals: Nitti Roll-off Services and PMZ Construction Services. Staff is recommending awarding the demolition contract to the lowest responsive bidder, Nitty Roll-off Services, in the amount of \$5,416.

Motion made by Councilmember Wendling to approve Authorization to Approve Terrace Park Warming House Demolition Quotes as Amended.

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

11. REPORTS

- A. Attorney Report - None
- B. Engineer Report - Accepted report as submitted
- C. Administrator Report

12. OTHER

13. ADJOURN

Motion made by Councilmember Wendling to adjourn.

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

The meeting was adjourned at 8:33 PM.

Robert Nelson, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council Work Session was held on August 17, 2026 at the Spring Lake Park City Hall, 1301 81st Ave NE, at 5:30 PM.

1. CALL TO ORDER

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

MEMBERS PRESENT:

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

STAFF PRESENT:

Public Works Director George Linngren, Police Chief Josh Antoine, Building Official Jeff Baker, Recreation Director Anne Scanlon, Administrator, Clerk/Treasurer Daniel Buchholtz

OTHERS PRESENT:

Kristi Cobbs
Park MN

8085 Jefferson Street NE
Spring Lake

2. DISCUSSION ITEMS

A. 2027 General Fund Budget Discussion (Buchholtz)

Administrator Buchholtz reviewed the corrected 2027 General Fund budget and two alternatives prepared in response to Council direction. He stated that the Revised Administrator Budget corrected an omitted \$17,500 appropriation for contractual electrical inspection services while maintaining a balanced General Fund budget of \$6,508,463 through offsetting reductions elsewhere in the General Fund.

Scenario 1 reduced the General Fund budget to \$6,455,615 and produced a 5.00% total levy increase. The scenario included reductions to the Forestry Fund transfer, Parks seasonal staffing and maintenance, legal services, Police training, Public Works supplies, and other operating accounts, along with revised revenue estimates. Scenario 2 retained most of those adjustments, restored \$10,000 to the Forestry Fund transfer and \$2,500 for labor-related legal services, and increased the Parks and Recreation Office Support Specialist position from 28 to 40 hours per week. Scenario 2 totaled \$6,507,615 and produced a 6.04% total levy increase.

Administrator Buchholtz reported that all three alternatives were balanced without using General Fund balance. For a median-value homesteaded property of \$296,180,

assuming the average 6.1% valuation increase, the estimated annual City tax increase ranged from approximately \$79 under Scenario 1 to \$96 under Scenario 2 and \$100 under the Revised Administrator Budget.

Chief Antoine discussed the proposal to use an Administrative Sergeant rather than an Administrative Captain in 2027. He emphasized that the change would not reduce Police Department staffing and that the department would continue to budget for 13 full-time employees. The Administrative Sergeant could perform most proposed administrative duties while retaining flexibility to cover patrol shifts and assist with training new officers. The Chief also explained that the \$5,000 training adjustment reflected a shift from an in-person platform to less costly online training and did not eliminate required officer training. Staff noted that \$125,000 in one-time Public Safety Aid was planned to phase in the added position. The Chief recommended revisiting the Captain position after staffing stabilizes and noted that delaying the position would preserve the City's ability to apply again for a federal COPS grant.

Parks and Recreation Director Scanlon described the administrative and financial workload created by the department's expanding programs. She reported that changes to the summer childcare program had reduced the program's annual shortfall from approximately \$30,000-\$40,000 to approximately \$5,000 in its first year under the revised model, and stated that the full-time Office Support Specialist would help support continued program development, registration, payments, marketing, and financial reporting.

Councilmembers discussed the timing and ongoing cost of the full-time Office Support Specialist, the need for operating flexibility, forestry and legal-services funding, Police staffing, and anticipated future activity in neighboring Blaine. Mayor Nelson and Councilmember Goodboe-Bisschoff favored Scenario 1. Councilmembers Moran and Dircks favored Scenario 2, and Councilmember Wendling supported Scenario 2 provided the levy could be reduced further.

Council consensus was to use Scenario 2 as the basis for the preliminary 2027 budget and levy, with staff to evaluate additional reductions before the preliminary levy is presented. Council also supported Chief Antoine's recommendation to proceed with an Administrative Sergeant rather than an Administrative Captain for 2027.

B. Terrace Park Building Update (*Buchholtz/Scanlon*)

Administrator Buchholtz reported that the City had secured a \$450,000 Anoka County Community Development Block Grant and committed \$246,335 from Fund 226 toward replacement of the Terrace Park building. Based on pre-bid estimates, the total project cost was approximately \$955,229-\$1,055,229, leaving an estimated gap of \$258,894-\$358,894 before applying the \$91,664 balance in Fund 225. If the full Fund 225 balance were used, the remaining estimated gap would be \$167,230-\$267,230.

Administrator Buchholtz stated that utility improvements had been estimated at approximately \$194,000, substantially above the original estimate. Potential cost reductions included televising the existing sanitary sewer service before determining whether replacement was necessary, routing the water connection through the hockey-rink area, and removing the rink consistent with the park master plan. These changes could reduce the utility work to approximately \$85,000-\$90,000. Staff also discussed unsuitable soils beneath the proposed building and the potential need to replace approximately four and one-half feet of material.

The Council reviewed the alternatives described in the staff memorandum: discontinue the project and return the CDBG award; reject the bids, modify the project, and rebid; proceed with additional City funding while pursuing cost reductions; or delay pending a decision on potential federal funding. Administrator Buchholtz stated that bids would be opened on August 18 and that staff would return with updated information for the August 24 special meeting.

Councilmembers expressed a preference to preserve the CDBG funding and continue the project if a manageable funding plan could be developed. The Council also expressed support for making a reasonable effort to retain participation by the Spring Lake Park Schools Construction Trades Program, while recognizing that the City may need to reject and rebid the project without that component if it caused a material cost increase or schedule risk. No final project or funding decision was made pending the bid opening.

C. Review of Discussion from the Floor Agenda Placement (Goodboe-Bisschoff)

Councilmember Goodboe-Bisschoff proposed moving Discussion from the Floor later in the regular meeting agenda. She stated that doing so could allow residents to observe departmental reports and scheduled business before commenting, reduce comments on matters already listed on the agenda, and lessen disruption at the beginning of meetings.

Administrator Buchholtz stated that cities use several approaches, including placing public comment later in the agenda, requiring advance requests for agenda placement, or limiting Council discussion during public comment and directing staff to follow up afterward. Councilmembers agreed that the topic required additional review. Staff was directed to research options and place the matter on a future work session agenda.

3. REPORT

A. City Council and Staff Reports - None

4. ADJOURN

Mayor Nelson adjourned the meeting at 6:49 PM.

Robert Nelson, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council Regular was held on August 17, 2026 at Spring Lake Park Community Center, 1301 81st Avenue N.E., at 7:00 PM.

1. CALL TO ORDER

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

2. ROLL CALL

MEMBERS PRESENT

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

STAFF PRESENT

Police Chief Josh Antoine, Parks and Recreation Director Anne Scanlon, Public Works Director George Linngren, Attorney Thames, Engineer Phil Gravel, City Administrator Daniel Buchholtz

VISITORS

Kristi Cobbs	8085 Jefferson Street NE	Spring Lake Park
Perry Korzenowski	8420 Laddie Road NE	Spring Lake Park

3. PLEDGE OF ALLEGIANCE

4. ADDITIONS OR CORRECTIONS TO AGENDA

5. DISCUSSION FROM THE FLOOR

Ms. Kristi Cobbs, 8035 Jefferson Street NE, thanked the Council for lowering the proposed levy but requested deeper review before approving another increase. She asked for long-term staffing cost projections and raised concerns about reducing certain expenses while retaining funding for the Flock camera system. She also noted that the Terrace Park project could approach \$1 million and urged setting a firm spending limit.

6. CONSENT AGENDA

- A. Approval of Minutes – City Council Meeting – July 20, 2026
- B. Approval of Minutes – City Council Work Session – August 3, 2026
- C. Approval of June Claims List – General Disbursement #26-13 - \$606,068.29
- D. Statement of Fund Balance – July 2026

- E. Revenue and Expenditure Report – July 2026
- F. Mayor’s Proclamation – Constitution Week – September 17-23, 2026
- G. Contractor’s License

Motion made by Councilmember Wendling to approve Consent Agenda.

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

7. DEPARTMENT REPORTS

A. Police Report

Chief Antoine reported that the department responded to 817 calls in July, down from 870 in July 2025. The School Resource Officer will resume reporting once school is in session. He stated that Detective Imig handled 12 new cases (10 felonies, 2 gross misdemeanors) and monitored three forfeiture cases, with rollover cases included, he currently has 22 active cases.

Chief Antoine said the Department conducted a hiring process for its 13th officer, and Chief Antoine continued training on the new Tyler RMS/CAD system, scheduled to launch in October. He attended several meetings, including JLEC governance and Policy 360 sessions, and held both administrative and full-department meetings. Background investigations and interviews for new officers also took place.

Chief Antoine stated Seasonal CSO Laci Lorinser graduated from the Hennepin Tech Skills program and is scheduled to take her licensing exam Friday, with an anticipated full-time start on August 24.

B. Parks and Recreation Report

Director Scanlon reported that Music in the Park concluded in early August with Fiddles and Flannels, drawing 120 attendees—returning to typical participation levels. She stated in July, 20 programs began with a total of 198 participants, and a new Tri-City Volleyball program with Mounds View and Arden Hills launched, currently enrolling 35 children.

Director Scanlon noted attendance at various meetings and ongoing discussions regarding Terrace Park grant funding. The Park & Recreation Commission will resume meetings in September. She stated that Able Park Camp wraps up this month after a smooth and well-received summer.

8. ORDINANCES AND/OR RESOLUTIONS - None

9. NEW BUSINESS - None

10. REPORTS**A. Attorney's Report - None****B. Engineer's Report**

Mayor Nelson reported positive community feedback on recent curb repairs on University Service Drive and Plaza Boulevard.

Councilmembers voiced concerns about delays in repairing the County Road 10 bridge. Buchholtz explained that MnDOT followed its standard procurement process rather than an expedited repair to avoid complications with the insurance company, resulting in the later timeline. He stated that both he and MnDOT staff have expressed frustration over the delay.

Buchholtz clarified that current bridge work is limited to beam and deck replacement, with no changes to the Highway 65 ramp configuration. Buchholtz also reported that MnDOT will soon select a consultant to update plans for the southern portion of Highway 65, following legislative direction and PELL study recommendations. He noted that improvements will require additional time and funding, especially for the complex U.S. 10/Highway 65 interchange.

C. Administrator Report

Administrator Buchholtz stated that a memo placed on the dais requesting that the City Council, Planning Commission, Park and Recreation Commission, and selected staff complete a visioning survey. He said the survey is intended to help guide the initial stages of the Comprehensive Plan update. He added that a broader survey will be conducted for residents at a later stage to further inform the planning process.

11. OTHER

Mayor Nelson reported that planning is underway for this year's Operation Zeroes event, which will be held at the Anoka County Fairgrounds. Mayor Nelson also shared that the Yellow Ribbon program is being restructured, with anticipated changes involving legacy groups and related initiatives.

Councilmember Moran thanked the residents who participated in Night to Unite.

12. ADJOURN

Motion made by Councilmember Wendling to adjourn.

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

The meeting was adjourned at 7:21 PM

Robert Nelson, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the special meeting of the Spring Lake Park City Council was held on August 24, 2026 at the City Hall, 1301 81st Avenue NE, at 5:00 PM.

1. CALL TO ORDER

Mayor Nelson called the meeting to order at 5:00pm.

2. ROLL CALL

MEMBERS PRESENT

Councilmember Barbara Goodboe-Bisschoff

Councilmember Lisa Dircks

Councilmember April Moran

Mayor Robert Nelson

MEMBERS ABSENT

Councilmember Ken Wendling

STAFF PRESENT

Building Official Jeff Baker, Parks and Recreation Director Ann Scanlon, Administrator Daniel Buchholtz

OTHERS PRESENT

Bruce Paulson, Stantec

3. NEW BUSINESS

A. Resolution 2026-34, Rejecting All Bids for the Terrace Park Building Replacement Project

Buchholtz reported that the City received one bid for the Terrace Park Building Replacement Project. Meisinger Construction Co., Inc. submitted a base bid of \$1,530,000, with Alternate No. 1 in the amount of \$10,600 and Alternate No. 2 in the amount of \$5,750. Buchholtz noted that the bid substantially exceeded the project estimate and available funding. Stantec reviewed the bid and found it to be in order but did not recommend awarding the contract based on the amount.

Motion made by Mayor Nelson to approve Resolution 2026-34, Rejecting All Bids for the Terrace Park Building Replacement Project.

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

B. Resolution 2026-35, Authorizing the Re-Solicitation of Bids for the Terrace Park Building Replacement Project

Bruce Paulson of Stantec discussed the initial bidding process and the proposed revisions. He stated that contractors attending the mandatory pre-bid meeting expressed concern about coordinating work with the Spring Lake Park Schools Construction Trades Program and extending construction through the school year. Staff and Stantec believed those factors reduced bidder participation and contributed to the amount of the single bid received.

Paulson stated that the revised project would be bid as a conventional commercial construction project without student labor. He said the revisions reduced the building by approximately 90 square feet, eliminated the exterior snack-bar function in favor of a smaller work room with a kitchenette, and simplified the roof and exterior wall configuration. He stated that the commons area, accessible restrooms, storage, and other core public functions would be retained. He said bids were anticipated to be opened on September 29, 2026, with scheduling options intended to increase contractor interest.

Administrator Buchholtz stated that the revised building construction estimate was approximately \$650,000. He said project funding included the \$450,000 Community Development Block Grant, approximately \$250,000 previously set aside by the City, and another potential City funding source of approximately \$100,000. He noted that the actual project cost and any remaining funding gap would not be known until the revised bids were received.

Mayor Nelson expressed his preference for preserving educational opportunities for construction-trades students. Buchholtz stated that the bidding documents would not require a contractor to accommodate student observation because a mandate could create additional cost uncertainty, but the City could request and coordinate observation opportunities with the successful contractor.

Councilmember Goodboe-Bisschoff inquired about the use of the building. Director Scanlon stated that the new building would support recreation programs, classes, rentals, birthday parties, and community events. Scanlon noted the building would be locked when not in use and would not function as a staffed skating warming house. Councilmember Goodboe-Bisschoff inquired about the usage of the hockey rink at Terrace Park. Scanlon stated that the hockey rink was lightly used and that it makes sense to remove the existing hockey rink as part of planned drainage and utility work, while retaining the option for a smaller informal skating area.

Motion made by Councilmember Dircks to approve Resolution 2026-35, Authorizing the Re-Solicitation of Bids for the Terrace Park Building Replacement Project.

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

4. ADJOURN

Mayor Nelson adjourned the meeting at 5:29pm.

Robert Nelson, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, a joint work session of the City Councils of Spring Lake Park, Blaine, and Mounds View was held on August 24, 2026, at 6:00 p.m. at Blaine Fire Station No. 3, 11920 Ulysses Street NE, Blaine, Minnesota.

These minutes reflect the Spring Lake Park City Council's record of the joint work session.

1. CALL TO ORDER

Blaine Mayor Tim Sanders welcomed the participating councils and called the joint work session to order at 6:00 p.m.

Roll Call: Spring Lake Park City Council Members Present: Councilmembers Barbara Goodboe-Bisschoff, Lisa Dircks, April Moran and Mayor Nelson. Spring Lake Park Staff Present: Administrator Daniel Buchholtz.

Also present were elected officials and staff representatives from the Cities of Blaine and Mounds View, SBM Fire Department personnel, and ICS representatives Chris Ziemer and Kristin Duerr.

2. DISCUSSION ITEMS

A. SBM Fire Department Facilities Planning

Chris Ziemer and Kristin Duerr of ICS summarized the SBM Fire Department facility condition assessment and space-needs study. Duerr stated that Fire Stations 1, 3, 4, and 6 are operational, well maintained, and structurally sound, but are aging and require continued capital investment. The assessment identified approximately \$3.2 million in ten-year capital needs. She noted that the existing stations also lack adequate space for modern decontamination, sleeping and shower facilities, firefighter wellness, administration, storage, training, community use, and future staffing growth.

Ziemer reviewed the preliminary concept for an approximately 44,748-square-foot East Side Fire Station near Lexington Avenue and 125th Avenue NE in Blaine. The concept includes six apparatus bays, administrative and duty-crew spaces, modern decontamination and gear-storage areas, firefighter wellness facilities, training space, community meeting space, and capacity for future expansion. ICS estimated the project at approximately \$36.18 million, with design beginning in 2027 and occupancy anticipated in late 2028.

Deurr noted that Ehlers prepared a preliminary financing scenario based on a \$36.97 million, 20-year bond issue. Spring Lake Park's 8.5% share was estimated at \$3.14 million. The estimated monthly tax impact was \$5.96 for a \$325,000 homesteaded property and \$6.49 for a \$350,000 homesteaded property.

Councilmembers discussed future expansion, firefighter decontamination and health needs, east-side response coverage, staffing and equipment requirements, construction-cost

escalation, and the financial effect on the member cities. Chief Retka stated that the facility is intended to meet long-term needs and that the duty-crew model has improved response times and reduced equipment requirements, but the existing stations are operating at their practical limits.

The councils expressed interest in continuing to refine the station program, project costs, financing structure, and community-engagement approach. No formal action was taken.

3. ADJOURN

Blaine Mayor Sanders thanked the participating councils, staff, consultants, and SBM Fire Department representatives and concluded the joint work session.

The meeting was adjourned at 7:28pm.

Robert Nelson, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

CITY OF SPRING LAKE PARK, MINNESOTA

RESOLUTION NO. 26-36

A RESOLUTION ACCEPTING DONATION FROM MR. KEITH SCHWEIGER FOR THE SPRING LAKE PARK POLICE DEPARTMENT FLOCK CAMERA PROGRAM

WHEREAS, the Spring Lake Park Police Department initiated its Flock camera program in 2024 by installing cameras at two key locations: County Road 10 and Able Street, as well as Osborne Road and Able Street; and

WHEREAS, each Flock camera incurs an annual recurring subscription fee of \$3,000; and

WHEREAS, in 2024 the City allocated \$3,800 to fund one camera and installation, and Mr. Keith Schweiger, owner of Perfect 10 Auto Sales, generously donated \$3,000 to cover the cost of the second camera; and

WHEREAS, Mr. Schweiger has once again demonstrated his commitment to public safety by agreeing to contribute \$3,000 to cover half of the cost for the upcoming year's subscription for one of the cameras; and

WHEREAS, the second camera's subscription cost will be covered through the Police Department's existing budget.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Spring Lake Park formally accepts the generous donation of \$3,000 from Mr. Keith Schweiger to support the continued operation of the Flock camera program; and

BE IT FURTHER RESOLVED, that the City expresses its sincere appreciation and gratitude to Mr. Schweiger for his continued support and commitment to the safety and well-being of the Spring Lake Park community.

The foregoing resolution was moved for adoption by

Upon roll call, the following voted aye:

And the following voted nay:

Whereupon the Mayor declared said resolution duly passed and adopted this 8th day of September 2026.

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, Administrator

RESOLUTION NO. 2026-37

**A RESOLUTION APPOINTING ELECTION JUDGES FOR THE
2026 GENERAL ELECTION**

WHEREAS, the State General Election will be held on Tuesday, November 3, 2026.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Spring Lake Park that the following persons are hereby appointed as Election Judges for the 2026 General Election and they are authorized and directed to perform all duties of the office of Election Judge as provided by law.

Laurane Ely	Karen Hokenson	Terry Cronin
Rosemay Fang-yen	Lugene Flores	Lisa Monson-Hokenson
Linda Hansen	Judy Rogge	Bill Clement
Julius Costanza	Kelly Delfs	Sandra DeMarais
Gloria Eyer	Mari McClafferty	David Novak
Harlan Ott	Darrell Ritema	Kirsten Strand
Kathy Rootham	Nancy Rose-Balamut	Cheryl Clough
Sharon Deinken	Mathura Deonauth	Herb Hoppenstedt
Meghan Knoke	Carolyn Lane	Michael Morehouse
Deborah Osgood	Mary Kay Piltz	Erna Thomley
Marilyn Troop		

BE IT FURTHER RESOLVED that the Administrator-Clerk/Treasurer is hereby authorized to appoint additional election judges to fill any vacancies that may arise prior to or on Election Day.

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:

Whereupon the Mayor declared said Resolution duly passed and adopted this 8th day of September 2026.

Robert Nelson, Mayor

ATTEST: _____
Daniel Buchholtz, City Administrator

Stantec Architecture Inc.

733 Marquette Avenue Suite 1000, Minneapolis MN 55402-2309

Phone: (612) 712-2000

To:	Dan Buchholtz	From:	Bruce Paulson
Company:	City of Spring Lake Park	☐	For Your Information
Address:	1301 81st Avenue NE Spring Lake Park, MN 55432	☒	For Your Approval
Phone:	(763) 792-7211	☒	For Your Review
		☐	As Requested
Date:	June 15, 2025		
File:	193806049		
Delivery:	Email		

Reference: Spring Lake Park City Hall Renovation/Expansion Application and Certificate for Payments

Attachment:

Copies	Doc Date	Pages	Description
1	4/25/2025	13	Application and Certificate for Payment No. 15
1	4/25/2026	13	Application and Certificate for Payment No. 16
1	5/5/2026	13	Application and Certificate for Payment No. 17-Final

Hi Dan,

Please have the attached copies signed and then they can be scanned and emailed to Heather Clay at heather.clay@constructionresults.com and to me. Thank you.

Respectfully yours,

Stantec Architecture Inc.**Bruce P. Paulson**

Senior Project Manager/Architect

Phone: (612) 712-2108

Cell: (651) 492-9089

Bruce.Paulson@stantec.com

c. File



Project:	Spring Lake Park City Hall Renovation/Expansion	Date:	June 15, 2026
For Period:	4/1/2025 to 4/30/2025	Request No	15
Contractor:	Construction Results Corp., 5465 Hwy 169 North, Plymouth, MN 55442		

CONTRACTOR'S REQUEST FOR PAYMENT
SPRING LAKE PARK CITY HALL RENOVATION/EXPANSION PROJECT
CITY OF SPRING LAKE PARK
SPRING LAKE PARK, MINNESOTA
STANTEC FILE NO. 19386049

SUMMARY

1	Original Contract Amount		\$	5,955,690.00
2	Change Order - Addition	\$	322,040.87	
3	Change Order - Deduction	\$	0.00	
4	Revised Contract Amount		\$	6,277,730.87
5	Value Completed to Date		\$	6,277,730.87
6	Material on Hand		\$	0.00
7	Amount Earned		\$	6,277,730.87
8	Less Retainage 2.5%		\$	156,943.27
9	Subtotal		\$	6,120,787.60
10	Less Amount Paid Previously		\$	6,092,614.14
11	Liquidated damages -		\$	0.00
12	AMOUNT DUE THIS REQUEST FOR PAYMENT NO.	15	\$	28,173.46

Recommended for Approval by:
STANTEC ARCHITECTURE INC.

See attached for signature

Approved by Contractor:
CONSTRUCTION RESULTS CORPORATION

See attached for signature

Approved by Owner:
CITY OF SPRING LAKE PARK

Specified Contract Completion Date:
June 27, 2025

Date:



AIA® Document G702® – 1992

Application and Certificate for Payment

TO OWNER:	City of Spring Lake Park 1301 81st Avenue Northeast Spring Lake Park, MN 55432	PROJECT:	7088-Spring Lake Park City Hall Renovation - Expansion 1301 81st Avenue Northeast Spring Lake Park, MN 55432	APPLICATION NO: 015	Distribution to:
FROM	Construction Results Corp	VIA	Stantec Consulting Services Inc.	PERIOD TO: April 30, 2025	OWNER: ☐
CONTRACTOR:	5465 Hwy 169 North Plymouth, MN 55442	ARCHITECT:	13980 Collections Center Dr Chicago, IL 60693	CONTRACT FOR: General Construction	ARCHITECT: ☐
				CONTRACT DATE: February 01, 2024	CONTRACTOR: ☐
				PROJECT NOS: 7088 / /	FIELD: ☐
					OTHER: ☐

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. AIA Document G703®, Continuation Sheet, is attached.

1. ORIGINAL CONTRACT SUM	\$5,955,690.00
2. NET CHANGE BY CHANGE ORDERS	\$322,040.87
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$6,277,730.87
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$6,277,730.87
5. RETAINAGE:	
a. 2.50 % of Completed Work (Column D + E on G703)	\$156,943.27
b. 0 % of Stored Material (Column F on G703)	\$0.00
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$156,943.27
6. TOTAL EARNED LESS RETAINAGE	\$6,120,787.60
(Line 4 Less Line 5 Total)	
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	\$6,092,614.14
(Line 6 from prior Certificate)	
8. CURRENT PAYMENT DUE	\$28,173.46
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$156,943.27

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$322,040.87	\$0.00
Total approved this Month	\$0.00	\$0.00
TOTALS	\$322,040.87	\$0.00
NET CHANGES by Change Order	\$322,040.87	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: M. L. L.
By: _____ Date: April 25, 2025

State of: Minnesota

County of: Hennepin

Subscribed and sworn to before
me this 25th day of April 2025

Notary Public: Heather M. Clay
My Commission expires: 1/31/2028



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$28,173.46
(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT: Bruce P. Linder
By: _____ Date: June 15, 2026

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Continuation Sheet

AIA Document G702®, Application and Certification for Payment, or G732™, Application and Certificate for Payment, Construction Manager as Adviser Edition, containing Contractor's signed certification is attached.
Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 15
APPLICATION DATE: April 25, 2025
PERIOD TO: April 30, 2025
ARCHITECT'S PROJECT NO: 7088

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G÷C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	Mobilization	138,000.00	138,000.00	0.00	0.00	138,000.00	100.00%	0.00	3,450.00
2	Demobilization	30,000.00	30,000.00	0.00	0.00	30,000.00	100.00%	0.00	750.00
3	Bonds & Insurance	85,000.00	85,000.00	0.00	0.00	85,000.00	100.00%	0.00	2,125.00
4	Procure	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00%	0.00	375.00
5	Contracts	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00%	0.00	375.00
6	Project Start up	26,000.00	26,000.00	0.00	0.00	26,000.00	100.00%	0.00	650.00
7	General Condtions	310,000.00	310,000.00	0.00	0.00	310,000.00	100.00%	0.00	7,750.00
8	Consumeables	65,000.00	65,000.00	0.00	0.00	65,000.00	100.00%	0.00	1,625.00
9	Site Clean up/ General Clean up	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%	0.00	250.00
10	Equipment	35,550.00	35,550.00	0.00	0.00	35,550.00	100.00%	0.00	888.75
11	Site Survey / Staking	8,000.00	8,000.00	0.00	0.00	8,000.00	100.00%	0.00	200.00
12	Site Demolition	16,000.00	16,000.00	0.00	0.00	16,000.00	100.00%	0.00	400.00
13	Earthwork - Excavation	16,000.00	16,000.00	0.00	0.00	16,000.00	100.00%	0.00	400.00
14	Earthwork - Aggregate base Grading	13,000.00	13,000.00	0.00	0.00	13,000.00	100.00%	0.00	325.00
15	Earthwork - Final Grading	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00%	0.00	50.00
16	Earthwork - Equipment	10,256.00	10,256.00	0.00	0.00	10,256.00	100.00%	0.00	256.40
17	Bituminous Paving - Labor	11,000.00	11,000.00	0.00	0.00	11,000.00	100.00%	0.00	275.00
18	Bitimunous Paving - Materials	8,375.00	8,375.00	0.00	0.00	8,375.00	100.00%	0.00	209.38
19	Landscaping - Labor	2,481.00	2,481.00	0.00	0.00	2,481.00	100.00%	0.00	62.03
20	Landscaping - Materials	1,395.00	1,395.00	0.00	0.00	1,395.00	100.00%	0.00	34.88
21	Dust Protection - Labor	13,112.00	13,112.00	0.00	0.00	13,112.00	100.00%	0.00	327.80
22	Dust Protection -	7,250.00	7,250.00	0.00	0.00	7,250.00	100.00%	0.00	181.25

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	%(G÷C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
	Material								
23	Demolition - Labor	137,000.00	137,000.00	0.00	0.00	137,000.00	100.00%	0.00	3,425.00
24	Demolition - Material	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00%	0.00	37.50
25	Demolition - Equipment	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00%	0.00	62.50
26	Cast in Place Curb & Gutter - Labor	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00%	0.00	125.00
27	Cast in Place Curb & Gutter - Material	2,551.00	2,551.00	0.00	0.00	2,551.00	100.00%	0.00	63.78
28	Cast in Place Exterior Concrete - Labor	12,000.00	12,000.00	0.00	0.00	12,000.00	100.00%	0.00	300.00
29	Cast in Place Exterior Concrete - Material	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00%	0.00	125.00
30	Cast in Place Interior Concrete - Mobilization	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00%	0.00	62.50
31	Cast in Place Interior Concrete - Labor	96,300.00	96,300.00	0.00	0.00	96,300.00	100.00%	0.00	2,407.50
32	Cast in Place Interior Concrete - Material	53,200.00	53,200.00	0.00	0.00	53,200.00	100.00%	0.00	1,330.00
33	Concrete Reinforcement - Labor	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00%	0.00	75.00
34	Concrete Reinforcement - Material	9,174.00	9,174.00	0.00	0.00	9,174.00	100.00%	0.00	229.35
35	Architectural / Hollow Core Precast Concrete - Engineering	10,380.00	10,380.00	0.00	0.00	10,380.00	100.00%	0.00	259.50
36	Architectural / Hollow Core Precast Concrete - Labor	31,426.00	31,426.00	0.00	0.00	31,426.00	100.00%	0.00	785.65
37	Architectural / Hollow Core Precast Concrete - Material	41,806.00	41,806.00	0.00	0.00	41,806.00	100.00%	0.00	1,045.15
38	Architectural / Hollow Core Precast Concrete -	9,296.00	9,296.00	0.00	0.00	9,296.00	100.00%	0.00	232.40

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	%(G÷C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
	Logistics								
39	Architectural / Hollow Core Precast Concrete - Erection	74,902.00	74,902.00	0.00	0.00	74,902.00	100.00%	0.00	1,872.55
40	Architectural / Hollow Core Precast Concrete - Caulking	5,190.00	5,190.00	0.00	0.00	5,190.00	100.00%	0.00	129.75
41	Masonry - Mobilization	18,500.00	18,500.00	0.00	0.00	18,500.00	100.00%	0.00	462.50
42	Masonry - Labor	267,900.00	267,900.00	0.00	0.00	267,900.00	100.00%	0.00	6,697.50
43	Masonry - Material	150,916.00	150,916.00	0.00	0.00	150,916.00	100.00%	0.00	3,772.90
44	Masonry - Equipment	12,513.00	12,513.00	0.00	0.00	12,513.00	100.00%	0.00	312.83
45	Structural Steel - Detailing / Submittals	2,880.00	2,880.00	0.00	0.00	2,880.00	100.00%	0.00	72.00
46	Structural Steel - Labor	19,000.00	19,000.00	0.00	0.00	19,000.00	100.00%	0.00	475.00
47	Structural Steel - Material	56,760.00	56,760.00	0.00	0.00	56,760.00	100.00%	0.00	1,419.00
48	Miscellaneous Metals - Labor	14,000.00	14,000.00	0.00	0.00	14,000.00	100.00%	0.00	350.00
49	Miscellaneous Metals - Material	52,680.00	52,680.00	0.00	0.00	52,680.00	100.00%	0.00	1,317.00
50	Structural Steel - Delivery	1,580.00	1,580.00	0.00	0.00	1,580.00	100.00%	0.00	39.50
51	Metal Fabrications / Mesh Guarding System - Labor	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00%	0.00	125.00
52	Metal Fabrications / Mesh Guarding System - Material	21,469.00	21,469.00	0.00	0.00	21,469.00	100.00%	0.00	536.73
53	Rough Carpentry - Labor	65,000.00	65,000.00	0.00	0.00	65,000.00	100.00%	0.00	1,625.00
54	Rough Carpentry - Material	8,743.00	8,743.00	0.00	0.00	8,743.00	100.00%	0.00	218.58
55	Finish Carpentry -	40,000.00	40,000.00	0.00	0.00	40,000.00	100.00%	0.00	1,000.00

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	%(G÷C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
	Labor								
56	Finish Carpentry - Materials	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00%	0.00	100.00
57	Solid Surface Fabrications / Casework - Labor	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00%	0.00	375.00
58	Solid Surface Fabrications / Casework - Material	56,005.00	56,005.00	0.00	0.00	56,005.00	100.00%	0.00	1,400.13
59	Bituminous Damproofing - Labor	3,750.00	3,750.00	0.00	0.00	3,750.00	100.00%	0.00	93.75
60	Bituminous Damproofing - Material	4,186.00	4,186.00	0.00	0.00	4,186.00	100.00%	0.00	104.65
61	Insulation - Labor	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00%	0.00	50.00
62	Insulation - Material	1,200.00	1,200.00	0.00	0.00	1,200.00	100.00%	0.00	30.00
63	Joint Sealants - Labor	9,784.00	9,784.00	0.00	0.00	9,784.00	100.00%	0.00	244.60
64	Joint Sealants - Material	2,200.00	2,200.00	0.00	0.00	2,200.00	100.00%	0.00	55.00
65	Aluminum Composite Panels - Submittals	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00%	0.00	37.50
66	Aluminum Composite Panels - Labor	39,129.00	39,129.00	0.00	0.00	39,129.00	100.00%	0.00	978.23
67	Aluminum Composite Panels - Material	29,017.00	29,017.00	0.00	0.00	29,017.00	100.00%	0.00	725.43
68	Thermoplastic Polyolefin Roofing - Submittals	1,200.00	1,200.00	0.00	0.00	1,200.00	100.00%	0.00	30.00
69	Thermoplastic Polyolefin Roofing - Mobilization	4,150.00	4,150.00	0.00	0.00	4,150.00	100.00%	0.00	103.75
70	Thermoplastic Polyolefin Roofing - Labor	95,545.00	95,545.00	0.00	0.00	95,545.00	100.00%	0.00	2,388.63
71	Thermoplastic	273,250.00	273,250.00	0.00	0.00	273,250.00	100.00%	0.00	6,831.25

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	%(G÷C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
	Polyolefin Roofing - Material								
72	Thermoplastic Polyolefin Roofing - Equipment	5,850.00	5,850.00	0.00	0.00	5,850.00	100.00%	0.00	146.25
73	Hollow Metal Frames - Labor	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00%	0.00	125.00
74	Hollow Metal Frames - Material	62,757.00	62,757.00	0.00	0.00	62,757.00	100.00%	0.00	1,568.93
75	Wood / Hollow Metal Doors - Labor	9,000.00	9,000.00	0.00	0.00	9,000.00	100.00%	0.00	225.00
76	Wood / Hollow Metal Doors - Material	21,759.00	21,759.00	0.00	0.00	21,759.00	100.00%	0.00	543.98
77	Finish Hardware - Labor	16,000.00	16,000.00	0.00	0.00	16,000.00	100.00%	0.00	400.00
78	Finish Hardware - Materials	89,093.00	89,093.00	0.00	0.00	89,093.00	100.00%	0.00	2,227.33
79	Detention Doors - Shop Drawings / Submittals	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00%	0.00	25.00
80	Detention Doors - Labor	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00%	0.00	62.50
81	Detention Doors - Material	12,650.00	12,650.00	0.00	0.00	12,650.00	100.00%	0.00	316.25
82	Upward Acting Sectional Doors - Labor	26,425.00	26,425.00	0.00	0.00	26,425.00	100.00%	0.00	660.63
83	Upward Acting Sectional Doors - Material	55,227.00	55,227.00	0.00	0.00	55,227.00	100.00%	0.00	1,380.68
84	Aluminum Storefront - Submittals	14,275.00	14,275.00	0.00	0.00	14,275.00	100.00%	0.00	356.88
85	Aluminum Storefront - Shop Drawings	5,259.00	5,259.00	0.00	0.00	5,259.00	100.00%	0.00	131.48
86	Storefront Bullet Resistant & Hardware - Labor	51,388.00	51,388.00	0.00	0.00	51,388.00	100.00%	0.00	1,284.70

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ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	%(G÷C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
87	Storefront - Material	109,867.00	109,867.00	0.00	0.00	109,867.00	100.00%	0.00	2,746.68
88	Bullet Resistant Framing - Material	42,918.00	42,918.00	0.00	0.00	42,918.00	100.00%	0.00	1,072.95
89	Storefront / Door Glazing - Labor	12,113.00	12,113.00	0.00	0.00	12,113.00	100.00%	0.00	302.83
90	Storefront / Door Glazing - Material	29,926.00	29,926.00	0.00	0.00	29,926.00	100.00%	0.00	748.15
91	Bullet Resistant Glazing - Labor	1,686.00	1,686.00	0.00	0.00	1,686.00	100.00%	0.00	42.15
92	Bullet Resistant Glazing - Material	1,028.00	1,028.00	0.00	0.00	1,028.00	100.00%	0.00	25.70
93	Aluminum Door Hardware / Auto Opener - Material	75,552.00	75,552.00	0.00	0.00	75,552.00	100.00%	0.00	1,888.80
94	Aluminum Storefront Equipment	7,566.00	7,566.00	0.00	0.00	7,566.00	100.00%	0.00	189.15
95	Metal Wall Louvers - Labor	2,050.00	2,050.00	0.00	0.00	2,050.00	100.00%	0.00	51.25
96	Metal Wall Louvers - Material	2,143.00	2,143.00	0.00	0.00	2,143.00	100.00%	0.00	53.58
97	Gypsum Board Assemblies - Summittals	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00%	0.00	25.00
98	Cold Formed Metal Framing - Labor	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%	0.00	250.00
99	Cold Formed Metal Framing - Material	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%	0.00	250.00
100	Gypsum Drywall - Labor	190,200.00	190,200.00	0.00	0.00	190,200.00	100.00%	0.00	4,755.00
101	Gypsum Drywall - Material	126,700.00	126,700.00	0.00	0.00	126,700.00	100.00%	0.00	3,167.50
102	Ceramic Tile - Labor	61,464.00	61,464.00	0.00	0.00	61,464.00	100.00%	0.00	1,536.60
103	Ceramic Tile - Material	53,870.00	53,870.00	0.00	0.00	53,870.00	100.00%	0.00	1,346.75
104	Acoustical Ceilings -	28,990.00	28,990.00	0.00	0.00	28,990.00	100.00%	0.00	724.75

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ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	%(G÷C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
	Labor								
105	Acoustical Ceilings - Material	36,700.00	36,700.00	0.00	0.00	36,700.00	100.00%	0.00	917.50
106	Vinyl Base - Labor	500.00	500.00	0.00	0.00	500.00	100.00%	0.00	12.50
107	Vinyl Base - Material	400.00	400.00	0.00	0.00	400.00	100.00%	0.00	10.00
108	Carpet - Labor	13,000.00	13,000.00	0.00	0.00	13,000.00	100.00%	0.00	325.00
109	Carpet - Material	36,100.00	36,100.00	0.00	0.00	36,100.00	100.00%	0.00	902.50
110	Concrete Floor Sealer - Labor	1,100.00	1,100.00	0.00	0.00	1,100.00	100.00%	0.00	27.50
111	Concrete Floor Sealer - Material	5,950.00	5,950.00	0.00	0.00	5,950.00	100.00%	0.00	148.75
112	Painting - Labor	57,777.00	57,777.00	0.00	0.00	57,777.00	100.00%	0.00	1,444.43
113	Painting - Materials	8,000.00	8,000.00	0.00	0.00	8,000.00	100.00%	0.00	200.00
114	Concrete Floor Coating - Labor	5,840.00	5,840.00	0.00	0.00	5,840.00	100.00%	0.00	146.00
115	Concrete Floor Coating - Material	3,150.00	3,150.00	0.00	0.00	3,150.00	100.00%	0.00	78.75
116	Signs - Labor	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00%	0.00	37.50
117	Signs - Material	4,938.00	4,938.00	0.00	0.00	4,938.00	100.00%	0.00	123.45
118	Interior Way Finding Allowance	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%	0.00	250.00
119	Operable Partitions - Labor	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00%	0.00	100.00
120	Operable Partitions - Material	15,950.00	15,950.00	0.00	0.00	15,950.00	100.00%	0.00	398.75
121	Stainless Steel Corner Guards - Labor	1,188.00	1,188.00	0.00	0.00	1,188.00	100.00%	0.00	29.70
122	Stainless Steel Corner Guards - Material	3,977.00	3,977.00	0.00	0.00	3,977.00	100.00%	0.00	99.43
123	Toilet Accessories - Labor	9,801.00	9,801.00	0.00	0.00	9,801.00	100.00%	0.00	245.03
124	Toilet Accessories - Material	7,408.00	7,408.00	0.00	0.00	7,408.00	100.00%	0.00	185.20

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			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
125	Adult Changing Stations - Labor	1,188.00	1,188.00	0.00	0.00	1,188.00	100.00%	0.00	29.70
126	Adult Changing Stations - Material	9,731.00	9,731.00	0.00	0.00	9,731.00	100.00%	0.00	243.28
127	Fire Protection Specialties - Labor	2,645.00	2,645.00	0.00	0.00	2,645.00	100.00%	0.00	66.13
128	Fire Protection Specialties - Material	2,645.00	2,645.00	0.00	0.00	2,645.00	100.00%	0.00	66.13
129	Heavy Duty Personnel Lockers - Labor	4,250.00	4,250.00	0.00	0.00	4,250.00	100.00%	0.00	106.25
130	Heavy Duty Personnel Lockers - Material	55,337.00	55,337.00	0.00	0.00	55,337.00	100.00%	0.00	1,383.43
131	Entrance Floor Mats & Frames - Submittals	200.00	200.00	0.00	0.00	200.00	100.00%	0.00	5.00
132	Entrance Floor Mats & Frames - Labor	1,800.00	1,800.00	0.00	0.00	1,800.00	100.00%	0.00	45.00
133	Entrance Floor Mats & Frames - Material	4,773.00	4,773.00	0.00	0.00	4,773.00	100.00%	0.00	119.33
134	Fire Suppression - Engineered Design Submittals	13,568.00	13,568.00	0.00	0.00	13,568.00	100.00%	0.00	339.20
135	Fire Suppression - Labor	67,840.00	67,840.00	0.00	0.00	67,840.00	100.00%	0.00	1,696.00
136	Fire Suppression - Material	88,192.00	88,192.00	0.00	0.00	88,192.00	100.00%	0.00	2,204.80
137	Plumbing Insulation - Labor	31,330.00	31,330.00	0.00	0.00	31,330.00	100.00%	0.00	783.25
138	Plumbing Insulation - Material	17,700.00	17,700.00	0.00	0.00	17,700.00	100.00%	0.00	442.50
139	Facility Water Distribution - Labor	32,420.00	32,420.00	0.00	0.00	32,420.00	100.00%	0.00	810.50
140	Facility Water Distribution - Material	36,565.00	36,565.00	0.00	0.00	36,565.00	100.00%	0.00	914.13

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			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
141	Facility Sanitary Sewage - Labor	92,260.00	92,260.00	0.00	0.00	92,260.00	100.00%	0.00	2,306.50
142	Facility Sanitary Sewage - Material	99,275.00	99,275.00	0.00	0.00	99,275.00	100.00%	0.00	2,481.88
143	Domestic Water Heaters - Labor	2,250.00	2,250.00	0.00	0.00	2,250.00	100.00%	0.00	56.25
144	Domestic Water Heaters - Material	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00%	0.00	375.00
145	Plumbing Fixtures - Labor	14,630.00	14,630.00	0.00	0.00	14,630.00	100.00%	0.00	365.75
146	Plumbing Fixtures - Material	82,550.00	82,550.00	0.00	0.00	82,550.00	100.00%	0.00	2,063.75
147	HVAC Testing Adjusting & Balancing - Labor	8,900.00	8,900.00	0.00	0.00	8,900.00	100.00%	0.00	222.50
148	Facility Natural Gas Piping - Labor	6,700.00	6,700.00	0.00	0.00	6,700.00	100.00%	0.00	167.50
149	Facility Natural Gas Piping - Material	6,950.00	6,950.00	0.00	0.00	6,950.00	100.00%	0.00	173.75
150	HVAC Ducts & Casings - Labor	39,830.00	39,830.00	0.00	0.00	39,830.00	100.00%	0.00	995.75
151	HVAC Ducts & Casings - Material	87,525.00	87,525.00	0.00	0.00	87,525.00	100.00%	0.00	2,188.13
152	HVAC Fans - Labor	3,560.00	3,560.00	0.00	0.00	3,560.00	100.00%	0.00	89.00
153	HVAC Fans - Material	18,245.00	18,245.00	0.00	0.00	18,245.00	100.00%	0.00	456.13
154	Air Outlets & Inlets - Labor	14,300.00	14,300.00	0.00	0.00	14,300.00	100.00%	0.00	357.50
155	Air Outlets & Inlets - Material	19,350.00	19,350.00	0.00	0.00	19,350.00	100.00%	0.00	483.75
156	Gas Fired Unit Heaters - Labor	5,125.00	5,125.00	0.00	0.00	5,125.00	100.00%	0.00	128.13
157	Gas Fired Unit Heaters - Material	21,270.00	21,270.00	0.00	0.00	21,270.00	100.00%	0.00	531.75

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			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
158	Packaged Outdoor HVAC Equipment - Labor	16,450.00	16,450.00	0.00	0.00	16,450.00	100.00%	0.00	411.25
159	Packaged Outdoor HVAC Equipment - Material	225,550.00	225,550.00	0.00	0.00	225,550.00	100.00%	0.00	5,638.75
160	Electrical Mobilization	35,000.00	35,000.00	0.00	0.00	35,000.00	100.00%	0.00	875.00
161	Electrical Demolition - Labor	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00%	0.00	375.00
162	Electrical Demolition - Material	7,500.00	7,500.00	0.00	0.00	7,500.00	100.00%	0.00	187.50
163	Lighting Control - Labor	45,000.00	45,000.00	0.00	0.00	45,000.00	100.00%	0.00	1,125.00
164	Lighting Control - Labor	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00%	0.00	625.00
165	Light Fixture - Labor	86,000.00	86,000.00	0.00	0.00	86,000.00	100.00%	0.00	2,150.00
166	Light Fixture - Material	231,000.00	231,000.00	0.00	0.00	231,000.00	100.00%	0.00	5,775.00
167	Mechanical Power - Labor	32,750.00	32,750.00	0.00	0.00	32,750.00	100.00%	0.00	818.75
168	Mechanical Power - Material	36,000.00	36,000.00	0.00	0.00	36,000.00	100.00%	0.00	900.00
169	Panels / Feeder - Labor	43,000.00	43,000.00	0.00	0.00	43,000.00	100.00%	0.00	1,075.00
170	Panels / Feeder - Material	122,000.00	122,000.00	0.00	0.00	122,000.00	100.00%	0.00	3,050.00
171	Branch Circuit Devices - Labor	65,000.00	65,000.00	0.00	0.00	65,000.00	100.00%	0.00	1,625.00
172	Branch Circuit Devices - Material	30,000.00	30,000.00	0.00	0.00	30,000.00	100.00%	0.00	750.00
173	Fire Alarm - Labor	23,000.00	23,000.00	0.00	0.00	23,000.00	100.00%	0.00	575.00
174	Fire Alarm - Material	17,000.00	17,000.00	0.00	0.00	17,000.00	100.00%	0.00	425.00
175	CO #1	64,147.40	64,147.40	0.00	0.00	64,147.40	100.00%	0.00	1,603.69
176	CO #2	164,011.69	164,011.69	0.00	0.00	164,011.69	100.00%	0.00	4,100.29
177	CO #3	38,442.39	38,442.39	0.00	0.00	38,442.39	100.00%	0.00	961.06

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			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
178	CO #4	26,543.71	26,543.71	0.00	0.00	26,543.71	100.00%	0.00	663.59
179	CO #5	28,895.68	0.00	28,895.68	0.00	28,895.68	100.00%	0.00	722.39
	GRAND TOTAL	\$6,277,730.87	\$6,248,835.19	\$28,895.68	\$0.00	\$6,277,730.87	100.00%	\$0.00	\$156,943.44



Project:	Spring Lake Park City Hall Renovation/Expansion	Date:	June 15, 2026
For Period:	4/1/2025 to 4/30/2025	Request No	16
Contractor:	Construction Results Corp., 5465 Hwy 169 North, Plymouth, MN 55442		

CONTRACTOR'S REQUEST FOR PAYMENT
SPRING LAKE PARK CITY HALL RENOVATION/EXPANSION PROJECT
CITY OF SPRING LAKE PARK
SPRING LAKE PARK, MINNESOTA
STANTEC FILE NO. 19386049

SUMMARY

1	Original Contract Amount		\$	5,955,690.00
2	Change Order - Addition	\$	322,040.87	
3	Change Order - Deduction	\$	0.00	
4	Revised Contract Amount		\$	6,277,730.87
5	Value Completed to Date		\$	6,277,730.87
6	Material on Hand		\$	0.00
7	Amount Earned		\$	6,277,730.87
8	Less Retainage 0.0%		\$	0.00
9	Subtotal		\$	6,277,730.87
10	Less Amount Paid Previously		\$	6,120,787.60
11	Liquidated damages -		\$	0.00
12	AMOUNT DUE THIS REQUEST FOR PAYMENT NO.	16	\$	156,943.27

Recommended for Approval by:
STANTEC ARCHITECTURE INC.

See attached for signature

Approved by Contractor:
CONSTRUCTION RESULTS CORPORATION

See attached for signature

Approved by Owner:
CITY OF SPRING LAKE PARK

Specified Contract Completion Date:
June 27, 2025

Date:



AIA® Document G702® – 1992

Application and Certificate for Payment

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

PROJECT: 7088-Spring Lake Park City Hall
Renovation - Expansion
1301 81st Avenue Northeast
Spring Lake Park, MN 55432
VIA ARCHITECT: Stantec Consulting Services Inc.
13980 Collections Center Dr
Chicago, IL 60693

APPLICATION NO: 016
PERIOD TO: April 30, 2025

CONTRACT FOR: General Construction
CONTRACT DATE: February 01, 2024
PROJECT NOS: 7088 / /

Distribution to:
OWNER: ☐
ARCHITECT: ☐
CONTRACTOR: ☐
FIELD: ☐
OTHER: ☐

FROM Construction Results Corp
CONTRACTOR: 5465 Hwy 169 North
Plymouth, MN 55442

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. AIA Document G703®, Continuation Sheet, is attached.

1. ORIGINAL CONTRACT SUM	\$5,955,690.00
2. NET CHANGE BY CHANGE ORDERS	\$322,040.87
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$6,277,730.87
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$6,277,730.87
5. RETAINAGE:	
a. 0.00 % of Completed Work (Column D + E on G703)	\$0.00
b. 0 % of Stored Material (Column F on G703)	\$0.00
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$0.00
6. TOTAL EARNED LESS RETAINAGE	\$6,277,730.87
(Line 4 Less Line 5 Total)	
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	\$6,120,787.60
(Line 6 from prior Certificate)	
8. CURRENT PAYMENT DUE	\$156,943.27
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$0.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$322,040.87	\$0.00
Total approved this Month	\$0.00	\$0.00
TOTALS	\$322,040.87	\$0.00
NET CHANGES by Change Order	\$322,040.87	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By: M. [Signature]

Date: April 25, 2025

State of: Minnesota

County of: Hennepin

Subscribed and sworn to before
me this 25th day of April 2025

Notary Public: Heather M. Clay

My Commission expires: 1/31/2028



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$156,943.27
(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:

By: Bruce P. [Signature]

Date: June 15, 2026

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.



AIA® Document G703® – 1992

Continuation Sheet

AIA Document G702®, Application and Certification for Payment, or G732™, Application and Certificate for Payment, Construction Manager as Adviser Edition, containing Contractor's signed certification is attached.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO:
APPLICATION DATE:
PERIOD TO:
ARCHITECT'S PROJECT NO:

016
April 25, 2025
April 30, 2025
7088

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G÷C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	Mobilization	138,000.00	138,000.00	0.00	0.00	138,000.00	100.00%	0.00	0.00
2	Demobilization	30,000.00	30,000.00	0.00	0.00	30,000.00	100.00%	0.00	0.00
3	Bonds & Insurance	85,000.00	85,000.00	0.00	0.00	85,000.00	100.00%	0.00	0.00
4	Procure	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00%	0.00	0.00
5	Contracts	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00%	0.00	0.00
6	Project Start up	26,000.00	26,000.00	0.00	0.00	26,000.00	100.00%	0.00	0.00
7	General Condtns	310,000.00	310,000.00	0.00	0.00	310,000.00	100.00%	0.00	0.00
8	Consumeables	65,000.00	65,000.00	0.00	0.00	65,000.00	100.00%	0.00	0.00
9	Site Clean up/ General Clean up	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%	0.00	0.00
10	Equipment	35,550.00	35,550.00	0.00	0.00	35,550.00	100.00%	0.00	0.00
11	Site Survey / Staking	8,000.00	8,000.00	0.00	0.00	8,000.00	100.00%	0.00	0.00
12	Site Demolition	16,000.00	16,000.00	0.00	0.00	16,000.00	100.00%	0.00	0.00
13	Earthwork - Excavation	16,000.00	16,000.00	0.00	0.00	16,000.00	100.00%	0.00	0.00
14	Earthwork - Aggregate base Grading	13,000.00	13,000.00	0.00	0.00	13,000.00	100.00%	0.00	0.00
15	Earthwork - Final Grading	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00%	0.00	0.00
16	Earthwork - Equipment	10,256.00	10,256.00	0.00	0.00	10,256.00	100.00%	0.00	0.00
17	Bituminous Paving - Labor	11,000.00	11,000.00	0.00	0.00	11,000.00	100.00%	0.00	0.00
18	Bitimunous Paving - Materials	8,375.00	8,375.00	0.00	0.00	8,375.00	100.00%	0.00	0.00
19	Landscaping - Labor	2,481.00	2,481.00	0.00	0.00	2,481.00	100.00%	0.00	0.00
20	Landscaping - Materials	1,395.00	1,395.00	0.00	0.00	1,395.00	100.00%	0.00	0.00
21	Dust Protection - Labor	13,112.00	13,112.00	0.00	0.00	13,112.00	100.00%	0.00	0.00
22	Dust Protection -	7,250.00	7,250.00	0.00	0.00	7,250.00	100.00%	0.00	0.00

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User Notes:

(3B9ADAB5)

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	%(G÷C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
	Material								
23	Demolition - Labor	137,000.00	137,000.00	0.00	0.00	137,000.00	100.00%	0.00	0.00
24	Demolition - Material	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00%	0.00	0.00
25	Demolition - Equipment	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00%	0.00	0.00
26	Cast in Place Curb & Gutter - Labor	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00%	0.00	0.00
27	Cast in Place Curb & Gutter - Material	2,551.00	2,551.00	0.00	0.00	2,551.00	100.00%	0.00	0.00
28	Cast in Place Exterior Concrete - Labor	12,000.00	12,000.00	0.00	0.00	12,000.00	100.00%	0.00	0.00
29	Cast in Place Exterior Concrete - Material	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00%	0.00	0.00
30	Cast in Place Interior Concrete - Mobilization	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00%	0.00	0.00
31	Cast in Place Interior Concrete - Labor	96,300.00	96,300.00	0.00	0.00	96,300.00	100.00%	0.00	0.00
32	Cast in Place Interior Concrete - Material	53,200.00	53,200.00	0.00	0.00	53,200.00	100.00%	0.00	0.00
33	Concrete Reinforcement - Labor	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00%	0.00	0.00
34	Concrete Reinforcement - Material	9,174.00	9,174.00	0.00	0.00	9,174.00	100.00%	0.00	0.00
35	Architectural / Hollow Core Precast Concrete - Engineering	10,380.00	10,380.00	0.00	0.00	10,380.00	100.00%	0.00	0.00
36	Architectural / Hollow Core Precast Concrete - Labor	31,426.00	31,426.00	0.00	0.00	31,426.00	100.00%	0.00	0.00
37	Architectural / Hollow Core Precast Concrete - Material	41,806.00	41,806.00	0.00	0.00	41,806.00	100.00%	0.00	0.00
38	Architectural / Hollow Core Precast Concrete -	9,296.00	9,296.00	0.00	0.00	9,296.00	100.00%	0.00	0.00

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	%(G÷C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
	Logistics								
39	Architectural / Hollow Core Precast Concrete - Erection	74,902.00	74,902.00	0.00	0.00	74,902.00	100.00%	0.00	0.00
40	Architectural / Hollow Core Precast Concrete - Caulking	5,190.00	5,190.00	0.00	0.00	5,190.00	100.00%	0.00	0.00
41	Masonry - Mobilization	18,500.00	18,500.00	0.00	0.00	18,500.00	100.00%	0.00	0.00
42	Masonry - Labor	267,900.00	267,900.00	0.00	0.00	267,900.00	100.00%	0.00	0.00
43	Masonry - Material	150,916.00	150,916.00	0.00	0.00	150,916.00	100.00%	0.00	0.00
44	Masonry - Equipment	12,513.00	12,513.00	0.00	0.00	12,513.00	100.00%	0.00	0.00
45	Structural Steel - Detailing / Submittals	2,880.00	2,880.00	0.00	0.00	2,880.00	100.00%	0.00	0.00
46	Structural Steel - Labor	19,000.00	19,000.00	0.00	0.00	19,000.00	100.00%	0.00	0.00
47	Structural Steel - Material	56,760.00	56,760.00	0.00	0.00	56,760.00	100.00%	0.00	0.00
48	Miscellaneous Metals - Labor	14,000.00	14,000.00	0.00	0.00	14,000.00	100.00%	0.00	0.00
49	Miscellaneous Metals - Material	52,680.00	52,680.00	0.00	0.00	52,680.00	100.00%	0.00	0.00
50	Structural Steel - Delivery	1,580.00	1,580.00	0.00	0.00	1,580.00	100.00%	0.00	0.00
51	Metal Fabrications / Mesh Guarding System - Labor	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00%	0.00	0.00
52	Metal Fabrications / Mesh Guarding System - Material	21,469.00	21,469.00	0.00	0.00	21,469.00	100.00%	0.00	0.00
53	Rough Carpentry - Labor	65,000.00	65,000.00	0.00	0.00	65,000.00	100.00%	0.00	0.00
54	Rough Carpentry - Material	8,743.00	8,743.00	0.00	0.00	8,743.00	100.00%	0.00	0.00
55	Finish Carpentry -	40,000.00	40,000.00	0.00	0.00	40,000.00	100.00%	0.00	0.00

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	%(G÷C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
	Labor								
56	Finish Carpentry - Materials	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00%	0.00	0.00
57	Solid Surface Fabrications / Casework - Labor	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00%	0.00	0.00
58	Solid Surface Fabrications / Casework - Material	56,005.00	56,005.00	0.00	0.00	56,005.00	100.00%	0.00	0.00
59	Bituminous Damproofing - Labor	3,750.00	3,750.00	0.00	0.00	3,750.00	100.00%	0.00	0.00
60	Bituminous Damproofing - Material	4,186.00	4,186.00	0.00	0.00	4,186.00	100.00%	0.00	0.00
61	Insulation - Labor	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00%	0.00	0.00
62	Insulation - Material	1,200.00	1,200.00	0.00	0.00	1,200.00	100.00%	0.00	0.00
63	Joint Sealants - Labor	9,784.00	9,784.00	0.00	0.00	9,784.00	100.00%	0.00	0.00
64	Joint Sealants - Material	2,200.00	2,200.00	0.00	0.00	2,200.00	100.00%	0.00	0.00
65	Aluminum Composite Panels - Submittals	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00%	0.00	0.00
66	Aluminum Composite Panels - Labor	39,129.00	39,129.00	0.00	0.00	39,129.00	100.00%	0.00	0.00
67	Aluminum Composite Panels - Material	29,017.00	29,017.00	0.00	0.00	29,017.00	100.00%	0.00	0.00
68	Thermoplastic Polyolefin Roofing - Submittals	1,200.00	1,200.00	0.00	0.00	1,200.00	100.00%	0.00	0.00
69	Thermoplastic Polyolefin Roofing - Mobilization	4,150.00	4,150.00	0.00	0.00	4,150.00	100.00%	0.00	0.00
70	Thermoplastic Polyolefin Roofing - Labor	95,545.00	95,545.00	0.00	0.00	95,545.00	100.00%	0.00	0.00
71	Thermoplastic	273,250.00	273,250.00	0.00	0.00	273,250.00	100.00%	0.00	0.00

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	%(G÷C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
	Polyolefin Roofing - Material								
72	Thermoplastic Polyolefin Roofing - Equipment	5,850.00	5,850.00	0.00	0.00	5,850.00	100.00%	0.00	0.00
73	Hollow Metal Frames - Labor	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00%	0.00	0.00
74	Hollow Metal Frames - Material	62,757.00	62,757.00	0.00	0.00	62,757.00	100.00%	0.00	0.00
75	Wood / Hollow Metal Doors - Labor	9,000.00	9,000.00	0.00	0.00	9,000.00	100.00%	0.00	0.00
76	Wood / Hollow Metal Doors - Material	21,759.00	21,759.00	0.00	0.00	21,759.00	100.00%	0.00	0.00
77	Finish Hardware - Labor	16,000.00	16,000.00	0.00	0.00	16,000.00	100.00%	0.00	0.00
78	Finish Hardware - Materials	89,093.00	89,093.00	0.00	0.00	89,093.00	100.00%	0.00	0.00
79	Detention Doors - Shop Drawings / Submittals	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00%	0.00	0.00
80	Detention Doors - Labor	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00%	0.00	0.00
81	Detention Doors - Material	12,650.00	12,650.00	0.00	0.00	12,650.00	100.00%	0.00	0.00
82	Upward Acting Sectional Doors - Labor	26,425.00	26,425.00	0.00	0.00	26,425.00	100.00%	0.00	0.00
83	Upward Acting Sectional Doors - Material	55,227.00	55,227.00	0.00	0.00	55,227.00	100.00%	0.00	0.00
84	Aluminum Storefront - Submittals	14,275.00	14,275.00	0.00	0.00	14,275.00	100.00%	0.00	0.00
85	Aluminum Storefront - Shop Drawings	5,259.00	5,259.00	0.00	0.00	5,259.00	100.00%	0.00	0.00
86	Storefront Bullet Resistant & Hardware - Labor	51,388.00	51,388.00	0.00	0.00	51,388.00	100.00%	0.00	0.00

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	%(G÷C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
87	Storefront - Material	109,867.00	109,867.00	0.00	0.00	109,867.00	100.00%	0.00	0.00
88	Bullet Resistant Framing - Material	42,918.00	42,918.00	0.00	0.00	42,918.00	100.00%	0.00	0.00
89	Storefront / Door Glazing - Labor	12,113.00	12,113.00	0.00	0.00	12,113.00	100.00%	0.00	0.00
90	Storefront / Door Glazing - Material	29,926.00	29,926.00	0.00	0.00	29,926.00	100.00%	0.00	0.00
91	Bullet Resistant Glazing - Labor	1,686.00	1,686.00	0.00	0.00	1,686.00	100.00%	0.00	0.00
92	Bullet Resistant Glazing - Material	1,028.00	1,028.00	0.00	0.00	1,028.00	100.00%	0.00	0.00
93	Aluminum Door Hardware / Auto Opener - Material	75,552.00	75,552.00	0.00	0.00	75,552.00	100.00%	0.00	0.00
94	Aluminum Storefront Equipment	7,566.00	7,566.00	0.00	0.00	7,566.00	100.00%	0.00	0.00
95	Metal Wall Louvers - Labor	2,050.00	2,050.00	0.00	0.00	2,050.00	100.00%	0.00	0.00
96	Metal Wall Louvers - Material	2,143.00	2,143.00	0.00	0.00	2,143.00	100.00%	0.00	0.00
97	Gypsum Board Assemblies - Summittals	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00%	0.00	0.00
98	Cold Formed Metal Framing - Labor	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%	0.00	0.00
99	Cold Formed Metal Framing - Material	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%	0.00	0.00
100	Gypsum Drywall - Labor	190,200.00	190,200.00	0.00	0.00	190,200.00	100.00%	0.00	0.00
101	Gypsum Drywall - Material	126,700.00	126,700.00	0.00	0.00	126,700.00	100.00%	0.00	0.00
102	Ceramic Tile - Labor	61,464.00	61,464.00	0.00	0.00	61,464.00	100.00%	0.00	0.00
103	Ceramic Tile - Material	53,870.00	53,870.00	0.00	0.00	53,870.00	100.00%	0.00	0.00
104	Acoustical Ceilings -	28,990.00	28,990.00	0.00	0.00	28,990.00	100.00%	0.00	0.00

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	%(G÷C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
	Labor								
105	Acoustical Ceilings - Material	36,700.00	36,700.00	0.00	0.00	36,700.00	100.00%	0.00	0.00
106	Vinyl Base - Labor	500.00	500.00	0.00	0.00	500.00	100.00%	0.00	0.00
107	Vinyl Base - Material	400.00	400.00	0.00	0.00	400.00	100.00%	0.00	0.00
108	Carpet - Labor	13,000.00	13,000.00	0.00	0.00	13,000.00	100.00%	0.00	0.00
109	Carpet - Material	36,100.00	36,100.00	0.00	0.00	36,100.00	100.00%	0.00	0.00
110	Concrete Floor Sealer - Labor	1,100.00	1,100.00	0.00	0.00	1,100.00	100.00%	0.00	0.00
111	Concrete Floor Sealer - Material	5,950.00	5,950.00	0.00	0.00	5,950.00	100.00%	0.00	0.00
112	Painting - Labor	57,777.00	57,777.00	0.00	0.00	57,777.00	100.00%	0.00	0.00
113	Painting - Materials	8,000.00	8,000.00	0.00	0.00	8,000.00	100.00%	0.00	0.00
114	Concrete Floor Coating - Labor	5,840.00	5,840.00	0.00	0.00	5,840.00	100.00%	0.00	0.00
115	Concrete Floor Coating - Material	3,150.00	3,150.00	0.00	0.00	3,150.00	100.00%	0.00	0.00
116	Signs - Labor	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00%	0.00	0.00
117	Signs - Material	4,938.00	4,938.00	0.00	0.00	4,938.00	100.00%	0.00	0.00
118	Interior Way Finding Allowance	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%	0.00	0.00
119	Operable Partitions - Labor	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00%	0.00	0.00
120	Operable Partitions - Material	15,950.00	15,950.00	0.00	0.00	15,950.00	100.00%	0.00	0.00
121	Stainless Steel Corner Guards - Labor	1,188.00	1,188.00	0.00	0.00	1,188.00	100.00%	0.00	0.00
122	Stainless Steel Corner Guards - Material	3,977.00	3,977.00	0.00	0.00	3,977.00	100.00%	0.00	0.00
123	Toilet Accessories - Labor	9,801.00	9,801.00	0.00	0.00	9,801.00	100.00%	0.00	0.00
124	Toilet Accessories - Material	7,408.00	7,408.00	0.00	0.00	7,408.00	100.00%	0.00	0.00

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User Notes:

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A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G÷C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
125	Adult Changing Stations - Labor	1,188.00	1,188.00	0.00	0.00	1,188.00	100.00%	0.00	0.00
126	Adult Changing Stations - Material	9,731.00	9,731.00	0.00	0.00	9,731.00	100.00%	0.00	0.00
127	Fire Protection Specialties - Labor	2,645.00	2,645.00	0.00	0.00	2,645.00	100.00%	0.00	0.00
128	Fire Protection Specialties - Material	2,645.00	2,645.00	0.00	0.00	2,645.00	100.00%	0.00	0.00
129	Heavy Duty Personnel Lockers - Labor	4,250.00	4,250.00	0.00	0.00	4,250.00	100.00%	0.00	0.00
130	Heavy Duty Personnel Lockers - Material	55,337.00	55,337.00	0.00	0.00	55,337.00	100.00%	0.00	0.00
131	Entrance Floor Mats & Frames - Submittals	200.00	200.00	0.00	0.00	200.00	100.00%	0.00	0.00
132	Entrance Floor Mats & Frames - Labor	1,800.00	1,800.00	0.00	0.00	1,800.00	100.00%	0.00	0.00
133	Entrance Floor Mats & Frames - Material	4,773.00	4,773.00	0.00	0.00	4,773.00	100.00%	0.00	0.00
134	Fire Suppression - Engineered Design Submittals	13,568.00	13,568.00	0.00	0.00	13,568.00	100.00%	0.00	0.00
135	Fire Suppression - Labor	67,840.00	67,840.00	0.00	0.00	67,840.00	100.00%	0.00	0.00
136	Fire Suppression - Material	88,192.00	88,192.00	0.00	0.00	88,192.00	100.00%	0.00	0.00
137	Plumbing Insulation - Labor	31,330.00	31,330.00	0.00	0.00	31,330.00	100.00%	0.00	0.00
138	Plumbing Insulation - Material	17,700.00	17,700.00	0.00	0.00	17,700.00	100.00%	0.00	0.00
139	Facility Water Distribution - Labor	32,420.00	32,420.00	0.00	0.00	32,420.00	100.00%	0.00	0.00
140	Facility Water Distribution - Material	36,565.00	36,565.00	0.00	0.00	36,565.00	100.00%	0.00	0.00

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	%(G÷C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
141	Facility Sanitary Sewage - Labor	92,260.00	92,260.00	0.00	0.00	92,260.00	100.00%	0.00	0.00
142	Facility Sanitary Sewage - Material	99,275.00	99,275.00	0.00	0.00	99,275.00	100.00%	0.00	0.00
143	Domestic Water Heaters - Labor	2,250.00	2,250.00	0.00	0.00	2,250.00	100.00%	0.00	0.00
144	Domestic Water Heaters - Material	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00%	0.00	0.00
145	Plumbing Fixtures - Labor	14,630.00	14,630.00	0.00	0.00	14,630.00	100.00%	0.00	0.00
146	Plumbing Fixtures - Material	82,550.00	82,550.00	0.00	0.00	82,550.00	100.00%	0.00	0.00
147	HVAC Testing Adjusting & Balancing - Labor	8,900.00	8,900.00	0.00	0.00	8,900.00	100.00%	0.00	0.00
148	Facility Natural Gas Piping - Labor	6,700.00	6,700.00	0.00	0.00	6,700.00	100.00%	0.00	0.00
149	Facility Natural Gas Piping - Material	6,950.00	6,950.00	0.00	0.00	6,950.00	100.00%	0.00	0.00
150	HVAC Ducts & Casings - Labor	39,830.00	39,830.00	0.00	0.00	39,830.00	100.00%	0.00	0.00
151	HVAC Ducts & Casings - Material	87,525.00	87,525.00	0.00	0.00	87,525.00	100.00%	0.00	0.00
152	HVAC Fans - Labor	3,560.00	3,560.00	0.00	0.00	3,560.00	100.00%	0.00	0.00
153	HVAC Fans - Material	18,245.00	18,245.00	0.00	0.00	18,245.00	100.00%	0.00	0.00
154	Air Outlets & Inlets - Labor	14,300.00	14,300.00	0.00	0.00	14,300.00	100.00%	0.00	0.00
155	Air Outlets & Inlets - Material	19,350.00	19,350.00	0.00	0.00	19,350.00	100.00%	0.00	0.00
156	Gas Fired Unit Heaters - Labor	5,125.00	5,125.00	0.00	0.00	5,125.00	100.00%	0.00	0.00
157	Gas Fired Unit Heaters - Material	21,270.00	21,270.00	0.00	0.00	21,270.00	100.00%	0.00	0.00

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	%(G÷C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
158	Packaged Outdoor HVAC Equipment - Labor	16,450.00	16,450.00	0.00	0.00	16,450.00	100.00%	0.00	0.00
159	Packaged Outdoor HVAC Equipment - Material	225,550.00	225,550.00	0.00	0.00	225,550.00	100.00%	0.00	0.00
160	Electrical Mobilization	35,000.00	35,000.00	0.00	0.00	35,000.00	100.00%	0.00	0.00
161	Electrical Demolition - Labor	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00%	0.00	0.00
162	Electrical Demolition - Material	7,500.00	7,500.00	0.00	0.00	7,500.00	100.00%	0.00	0.00
163	Lighting Control - Labor	45,000.00	45,000.00	0.00	0.00	45,000.00	100.00%	0.00	0.00
164	Lighting Control - Material	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00%	0.00	0.00
165	Light Fixture - Labor	86,000.00	86,000.00	0.00	0.00	86,000.00	100.00%	0.00	0.00
166	Light Fixture - Material	231,000.00	231,000.00	0.00	0.00	231,000.00	100.00%	0.00	0.00
167	Mechanical Power - Labor	32,750.00	32,750.00	0.00	0.00	32,750.00	100.00%	0.00	0.00
168	Mechanical Power - Material	36,000.00	36,000.00	0.00	0.00	36,000.00	100.00%	0.00	0.00
169	Panels / Feeder - Labor	43,000.00	43,000.00	0.00	0.00	43,000.00	100.00%	0.00	0.00
170	Panels / Feeder - Material	122,000.00	122,000.00	0.00	0.00	122,000.00	100.00%	0.00	0.00
171	Branch Circuit Devices - Labor	65,000.00	65,000.00	0.00	0.00	65,000.00	100.00%	0.00	0.00
172	Branch Circuit Devices - Material	30,000.00	30,000.00	0.00	0.00	30,000.00	100.00%	0.00	0.00
173	Fire Alarm - Labor	23,000.00	23,000.00	0.00	0.00	23,000.00	100.00%	0.00	0.00
174	Fire Alarm - Material	17,000.00	17,000.00	0.00	0.00	17,000.00	100.00%	0.00	0.00
175	CO #1	64,147.40	64,147.40	0.00	0.00	64,147.40	100.00%	0.00	0.00
176	CO #2	164,011.69	164,011.69	0.00	0.00	164,011.69	100.00%	0.00	0.00
177	CO #3	38,442.39	38,442.39	0.00	0.00	38,442.39	100.00%	0.00	0.00

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	%(G÷C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
178	CO #4	26,543.71	26,543.71	0.00	0.00	26,543.71	100.00%	0.00	0.00
179	CO #5	28,895.68	28,895.68	0.00	0.00	28,895.68	100.00%	0.00	0.00
	GRAND TOTAL	\$6,277,730.87	\$6,277,730.87	\$0.00	\$0.00	\$6,277,730.87	100.00%	\$0.00	\$0.00



Project:	Spring Lake Park City Hall Renovation/Expansion	Date:	June 15, 2026
For Period:	4/1/2025 to 4/30/2025	Request No	17-Final
Contractor:	Construction Results Corp., 5465 Hwy 169 North, Plymouth, MN 55442		

CONTRACTOR'S REQUEST FOR PAYMENT
SPRING LAKE PARK CITY HALL RENOVATION/EXPANSION PROJECT
CITY OF SPRING LAKE PARK
SPRING LAKE PARK, MINNESOTA
STANTEC FILE NO. 19386049

SUMMARY

1	Original Contract Amount		\$	5,955,690.00
2	Change Order - Addition	\$	380,497.85	
3	Change Order - Deduction	\$	0.00	
4	Revised Contract Amount		\$	6,336,187.85
5	Value Completed to Date		\$	6,336,187.85
6	Material on Hand		\$	0.00
7	Amount Earned		\$	6,336,187.85
8	Less Retainage 0.0%		\$	0.00
9	Subtotal		\$	6,336,187.85
10	Less Amount Paid Previously		\$	6,277,730.87
11	Liquidated damages -		\$	0.00
12	AMOUNT DUE THIS REQUEST FOR PAYMENT NO.	17-Final	\$	58,456.98

Recommended for Approval by:
STANTEC ARCHITECTURE INC.

See attached for signature

Approved by Contractor:
CONSTRUCTION RESULTS CORPORATION

See attached for signature

Approved by Owner:
CITY OF SPRING LAKE PARK

Specified Contract Completion Date:
June 27, 2025

Date:

AIA® Document G702® – 1992

Application and Certificate for Payment

TO OWNER: City of Spring Lake Park 1301 81st Avenue Northeast Spring Lake Park, MN 55432	PROJECT: 7088-Spring Lake Park City Hall Renovation - Expansion 1301 81st Avenue Northeast Spring Lake Park, MN 55432	APPLICATION NO: 017 PERIOD TO: April 30, 2026	Distribution to: OWNER: ☐ ARCHITECT: ☐ CONTRACTOR: ☐ FIELD: ☐ OTHER: ☐
FROM Construction Results Corp CONTRACTOR: 5465 Hwy 169 North Plymouth, MN 55442	VIA ARCHITECT: Stantec Consulting Services Inc. 13980 Collections Center Dr Chicago, IL 60693	CONTRACT FOR: General Construction CONTRACT DATE: February 01, 2024 PROJECT NOS: 7088 / /	

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. AIA Document G703®, Continuation Sheet, is attached.

1. ORIGINAL CONTRACT SUM	\$5,955,690.00
2. NET CHANGE BY CHANGE ORDERS	\$380,497.85
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$6,336,187.85
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$6,336,187.85
5. RETAINAGE:	
a. 0.00 % of Completed Work (Column D + E on G703)	\$0.00
b. 0 % of Stored Material (Column F on G703)	\$0.00
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$0.00
6. TOTAL EARNED LESS RETAINAGE	\$6,336,187.85
(Line 4 Less Line 5 Total)	
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	\$6,277,730.87
(Line 6 from prior Certificate)	
8. CURRENT PAYMENT DUE	\$58,456.98
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$0.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$322,040.87	\$0.00
Total approved this Month	\$58,456.98	\$0.00
TOTALS	\$380,497.85	\$0.00
NET CHANGES by Change Order		\$380,497.85

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By: 

Date: May 05, 2026

State of: Minnesota

County of: Hennepin

Subscribed and sworn to before

me this 5th day of May 2026

Notary Public: Heather M. Clay

My Commission expires: 1/31/2028



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$58,456.98

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:

By: 

Date: June 15, 2026

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.



AIA Document G703® – 1992

Continuation Sheet

AIA Document G702®, Application and Certification for Payment, or G732™, Application and Certificate for Payment, Construction Manager as Adviser Edition, containing Contractor's signed certification is attached.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO:	017
APPLICATION DATE:	April 30, 2026
PERIOD TO:	April 30, 2026
ARCHITECT'S PROJECT NO:	7088

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G÷C)		
1	Mobilization	138,000.00	138,000.00	0.00	0.00	138,000.00	100.00%	0.00	0.00
2	Demobilization	30,000.00	30,000.00	0.00	0.00	30,000.00	100.00%	0.00	0.00
3	Bonds & Insurance	85,000.00	85,000.00	0.00	0.00	85,000.00	100.00%	0.00	0.00
4	Procure	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00%	0.00	0.00
5	Contracts	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00%	0.00	0.00
6	Project Start up	26,000.00	26,000.00	0.00	0.00	26,000.00	100.00%	0.00	0.00
7	General Condions	310,000.00	310,000.00	0.00	0.00	310,000.00	100.00%	0.00	0.00
8	Consumeables	65,000.00	65,000.00	0.00	0.00	65,000.00	100.00%	0.00	0.00
9	Site Clean up/ General Clean up	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%	0.00	0.00
10	Equipment	35,550.00	35,550.00	0.00	0.00	35,550.00	100.00%	0.00	0.00
11	Site Survey / Staking	8,000.00	8,000.00	0.00	0.00	8,000.00	100.00%	0.00	0.00
12	Site Demolition	16,000.00	16,000.00	0.00	0.00	16,000.00	100.00%	0.00	0.00
13	Earthwork - Excavation	16,000.00	16,000.00	0.00	0.00	16,000.00	100.00%	0.00	0.00
14	Earthwork - Aggregate base Grading	13,000.00	13,000.00	0.00	0.00	13,000.00	100.00%	0.00	0.00
15	Earthwork - Final Grading	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00%	0.00	0.00
16	Earthwork - Equipment	10,256.00	10,256.00	0.00	0.00	10,256.00	100.00%	0.00	0.00
17	Bituminous Paving - Labor	11,000.00	11,000.00	0.00	0.00	11,000.00	100.00%	0.00	0.00
18	Bitimunos Paving - Materials	8,375.00	8,375.00	0.00	0.00	8,375.00	100.00%	0.00	0.00
19	Landscaping - Labor	2,481.00	2,481.00	0.00	0.00	2,481.00	100.00%	0.00	0.00
20	Landscaping - Materials	1,395.00	1,395.00	0.00	0.00	1,395.00	100.00%	0.00	0.00
21	Dust Protection - Labor	13,112.00	13,112.00	0.00	0.00	13,112.00	100.00%	0.00	0.00
22	Dust Protection -	7,250.00	7,250.00	0.00	0.00	7,250.00	100.00%	0.00	0.00

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User Notes:

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ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	%(G÷C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
	Material								
23	Demolition - Labor	137,000.00	137,000.00	0.00	0.00	137,000.00	100.00%	0.00	0.00
24	Demolition - Material	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00%	0.00	0.00
25	Demolition - Equipment	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00%	0.00	0.00
26	Cast in Place Curb & Gutter - Labor	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00%	0.00	0.00
27	Cast in Place Curb & Gutter - Material	2,551.00	2,551.00	0.00	0.00	2,551.00	100.00%	0.00	0.00
28	Cast in Place Exterior Concrete - Labor	12,000.00	12,000.00	0.00	0.00	12,000.00	100.00%	0.00	0.00
29	Cast in Place Exterior Concrete - Material	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00%	0.00	0.00
30	Cast in Place Interior Concrete - Mobilization	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00%	0.00	0.00
31	Cast in Place Interior Concrete - Labor	96,300.00	96,300.00	0.00	0.00	96,300.00	100.00%	0.00	0.00
32	Cast in Place Interior Concrete - Material	53,200.00	53,200.00	0.00	0.00	53,200.00	100.00%	0.00	0.00
33	Concrete Reinforcement - Labor	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00%	0.00	0.00
34	Concrete Reinforcement - Material	9,174.00	9,174.00	0.00	0.00	9,174.00	100.00%	0.00	0.00
35	Architectural / Hollow Core Precast Concrete - Engineering	10,380.00	10,380.00	0.00	0.00	10,380.00	100.00%	0.00	0.00
36	Architectural / Hollow Core Precast Concrete - Labor	31,426.00	31,426.00	0.00	0.00	31,426.00	100.00%	0.00	0.00
37	Architectural / Hollow Core Precast Concrete - Material	41,806.00	41,806.00	0.00	0.00	41,806.00	100.00%	0.00	0.00
38	Architectural / Hollow Core Precast Concrete -	9,296.00	9,296.00	0.00	0.00	9,296.00	100.00%	0.00	0.00

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	%(G÷C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
	Logistics								
39	Architectural / Hollow Core Precast Concrete - Erection	74,902.00	74,902.00	0.00	0.00	74,902.00	100.00%	0.00	0.00
40	Architectural / Hollow Core Precast Concrete - Caulking	5,190.00	5,190.00	0.00	0.00	5,190.00	100.00%	0.00	0.00
41	Masonry - Mobilization	18,500.00	18,500.00	0.00	0.00	18,500.00	100.00%	0.00	0.00
42	Masonry - Labor	267,900.00	267,900.00	0.00	0.00	267,900.00	100.00%	0.00	0.00
43	Masonry - Material	150,916.00	150,916.00	0.00	0.00	150,916.00	100.00%	0.00	0.00
44	Masonry - Equipment	12,513.00	12,513.00	0.00	0.00	12,513.00	100.00%	0.00	0.00
45	Structural Steel - Detailing / Submittals	2,880.00	2,880.00	0.00	0.00	2,880.00	100.00%	0.00	0.00
46	Structural Steel - Labor	19,000.00	19,000.00	0.00	0.00	19,000.00	100.00%	0.00	0.00
47	Structural Steel - Material	56,760.00	56,760.00	0.00	0.00	56,760.00	100.00%	0.00	0.00
48	Miscellaneous Metals - Labor	14,000.00	14,000.00	0.00	0.00	14,000.00	100.00%	0.00	0.00
49	Miscellaneous Metals - Material	52,680.00	52,680.00	0.00	0.00	52,680.00	100.00%	0.00	0.00
50	Structural Steel - Delivery	1,580.00	1,580.00	0.00	0.00	1,580.00	100.00%	0.00	0.00
51	Metal Fabrications / Mesh Guarding System - Labor	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00%	0.00	0.00
52	Metal Fabrications / Mesh Guarding System - Material	21,469.00	21,469.00	0.00	0.00	21,469.00	100.00%	0.00	0.00
53	Rough Carpentry - Labor	65,000.00	65,000.00	0.00	0.00	65,000.00	100.00%	0.00	0.00
54	Rough Carpentry - Material	8,743.00	8,743.00	0.00	0.00	8,743.00	100.00%	0.00	0.00
55	Finish Carpentry -	40,000.00	40,000.00	0.00	0.00	40,000.00	100.00%	0.00	0.00

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G÷C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
	Labor								
56	Finish Carpentry - Materials	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00%	0.00	0.00
57	Solid Surface Fabrications / Casework - Labor	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00%	0.00	0.00
58	Solid Surface Fabrications / Casework - Material	56,005.00	56,005.00	0.00	0.00	56,005.00	100.00%	0.00	0.00
59	Bituminous Damproofing - Labor	3,750.00	3,750.00	0.00	0.00	3,750.00	100.00%	0.00	0.00
60	Bituminous Damproofing - Material	4,186.00	4,186.00	0.00	0.00	4,186.00	100.00%	0.00	0.00
61	Insulation - Labor	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00%	0.00	0.00
62	Insulation - Material	1,200.00	1,200.00	0.00	0.00	1,200.00	100.00%	0.00	0.00
63	Joint Sealants - Labor	9,784.00	9,784.00	0.00	0.00	9,784.00	100.00%	0.00	0.00
64	Joint Sealants - Material	2,200.00	2,200.00	0.00	0.00	2,200.00	100.00%	0.00	0.00
65	Aluminum Composite Panels - Submittals	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00%	0.00	0.00
66	Aluminum Composite Panels - Labor	39,129.00	39,129.00	0.00	0.00	39,129.00	100.00%	0.00	0.00
67	Aluminum Composite Panels - Material	29,017.00	29,017.00	0.00	0.00	29,017.00	100.00%	0.00	0.00
68	Thermoplastic Polyolefin Roofing - Submittals	1,200.00	1,200.00	0.00	0.00	1,200.00	100.00%	0.00	0.00
69	Thermoplastic Polyolefin Roofing - Mobilization	4,150.00	4,150.00	0.00	0.00	4,150.00	100.00%	0.00	0.00
70	Thermoplastic Polyolefin Roofing - Labor	95,545.00	95,545.00	0.00	0.00	95,545.00	100.00%	0.00	0.00
71	Thermoplastic	273,250.00	273,250.00	0.00	0.00	273,250.00	100.00%	0.00	0.00

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ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	%(G÷C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
	Polyolefin Roofing - Material								
72	Thermoplastic Polyolefin Roofing - Equipment	5,850.00	5,850.00	0.00	0.00	5,850.00	100.00%	0.00	0.00
73	Hollow Metal Frames - Labor	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00%	0.00	0.00
74	Hollow Metal Frames - Material	62,757.00	62,757.00	0.00	0.00	62,757.00	100.00%	0.00	0.00
75	Wood / Hollow Metal Doors - Labor	9,000.00	9,000.00	0.00	0.00	9,000.00	100.00%	0.00	0.00
76	Wood / Hollow Metal Doors - Material	21,759.00	21,759.00	0.00	0.00	21,759.00	100.00%	0.00	0.00
77	Finish Hardware - Labor	16,000.00	16,000.00	0.00	0.00	16,000.00	100.00%	0.00	0.00
78	Finish Hardware - Materials	89,093.00	89,093.00	0.00	0.00	89,093.00	100.00%	0.00	0.00
79	Detention Doors - Shop Drawings / Submittals	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00%	0.00	0.00
80	Detention Doors - Labor	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00%	0.00	0.00
81	Detention Doors - Material	12,650.00	12,650.00	0.00	0.00	12,650.00	100.00%	0.00	0.00
82	Upward Acting Sectional Doors - Labor	26,425.00	26,425.00	0.00	0.00	26,425.00	100.00%	0.00	0.00
83	Upward Acting Sectional Doors - Material	55,227.00	55,227.00	0.00	0.00	55,227.00	100.00%	0.00	0.00
84	Aluminum Storefront - Submittals	14,275.00	14,275.00	0.00	0.00	14,275.00	100.00%	0.00	0.00
85	Aluminum Storefront - Shop Drawings	5,259.00	5,259.00	0.00	0.00	5,259.00	100.00%	0.00	0.00
86	Storefront Bullet Resistant & Hardware - Labor	51,388.00	51,388.00	0.00	0.00	51,388.00	100.00%	0.00	0.00

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ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G÷C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
87	Storefront - Material	109,867.00	109,867.00	0.00	0.00	109,867.00	100.00%	0.00	0.00
88	Bullet Resistant Framing - Material	42,918.00	42,918.00	0.00	0.00	42,918.00	100.00%	0.00	0.00
89	Storefront / Door Glazing - Labor	12,113.00	12,113.00	0.00	0.00	12,113.00	100.00%	0.00	0.00
90	Storefront / Door Glazing - Material	29,926.00	29,926.00	0.00	0.00	29,926.00	100.00%	0.00	0.00
91	Bullet Resistant Glazing - Labor	1,686.00	1,686.00	0.00	0.00	1,686.00	100.00%	0.00	0.00
92	Bullet Resistant Glazing - Material	1,028.00	1,028.00	0.00	0.00	1,028.00	100.00%	0.00	0.00
93	Aluminum Door Hardware / Auto Opener - Material	75,552.00	75,552.00	0.00	0.00	75,552.00	100.00%	0.00	0.00
94	Aluminum Storefront Equipment	7,566.00	7,566.00	0.00	0.00	7,566.00	100.00%	0.00	0.00
95	Metal Wall Louvers - Labor	2,050.00	2,050.00	0.00	0.00	2,050.00	100.00%	0.00	0.00
96	Metal Wall Louvers - Material	2,143.00	2,143.00	0.00	0.00	2,143.00	100.00%	0.00	0.00
97	Gypsum Board Assemblies - Summittals	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00%	0.00	0.00
98	Cold Formed Metal Framing - Labor	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%	0.00	0.00
99	Cold Formed Metal Framing - Material	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%	0.00	0.00
100	Gypsum Drywall - Labor	190,200.00	190,200.00	0.00	0.00	190,200.00	100.00%	0.00	0.00
101	Gypsum Drywall - Material	126,700.00	126,700.00	0.00	0.00	126,700.00	100.00%	0.00	0.00
102	Ceramic Tile - Labor	61,464.00	61,464.00	0.00	0.00	61,464.00	100.00%	0.00	0.00
103	Ceramic Tile - Material	53,870.00	53,870.00	0.00	0.00	53,870.00	100.00%	0.00	0.00
104	Acoustical Ceilings -	28,990.00	28,990.00	0.00	0.00	28,990.00	100.00%	0.00	0.00

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ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G÷C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
	Labor								
105	Acoustical Ceilings - Material	36,700.00	36,700.00	0.00	0.00	36,700.00	100.00%	0.00	0.00
106	Vinyl Base - Labor	500.00	500.00	0.00	0.00	500.00	100.00%	0.00	0.00
107	Vinyl Base - Material	400.00	400.00	0.00	0.00	400.00	100.00%	0.00	0.00
108	Carpet - Labor	13,000.00	13,000.00	0.00	0.00	13,000.00	100.00%	0.00	0.00
109	Carpet - Material	36,100.00	36,100.00	0.00	0.00	36,100.00	100.00%	0.00	0.00
110	Concrete Floor Sealer - Labor	1,100.00	1,100.00	0.00	0.00	1,100.00	100.00%	0.00	0.00
111	Concrete Floor Sealer - Material	5,950.00	5,950.00	0.00	0.00	5,950.00	100.00%	0.00	0.00
112	Painting - Labor	57,777.00	57,777.00	0.00	0.00	57,777.00	100.00%	0.00	0.00
113	Painting - Materials	8,000.00	8,000.00	0.00	0.00	8,000.00	100.00%	0.00	0.00
114	Concrete Floor Coating - Labor	5,840.00	5,840.00	0.00	0.00	5,840.00	100.00%	0.00	0.00
115	Concrete Floor Coating - Material	3,150.00	3,150.00	0.00	0.00	3,150.00	100.00%	0.00	0.00
116	Signs - Labor	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00%	0.00	0.00
117	Signs - Material	4,938.00	4,938.00	0.00	0.00	4,938.00	100.00%	0.00	0.00
118	Interior Way Finding Allowance	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%	0.00	0.00
119	Operable Partitions - Labor	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00%	0.00	0.00
120	Operable Partitions - Material	15,950.00	15,950.00	0.00	0.00	15,950.00	100.00%	0.00	0.00
121	Stainless Steel Corner Guards - Labor	1,188.00	1,188.00	0.00	0.00	1,188.00	100.00%	0.00	0.00
122	Stainless Steel Corner Guards - Material	3,977.00	3,977.00	0.00	0.00	3,977.00	100.00%	0.00	0.00
123	Toilet Accessories - Labor	9,801.00	9,801.00	0.00	0.00	9,801.00	100.00%	0.00	0.00
124	Toilet Accessories - Material	7,408.00	7,408.00	0.00	0.00	7,408.00	100.00%	0.00	0.00

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			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
125	Adult Changing Stations - Labor	1,188.00	1,188.00	0.00	0.00	1,188.00	100.00%	0.00	0.00
126	Adult Changing Stations - Material	9,731.00	9,731.00	0.00	0.00	9,731.00	100.00%	0.00	0.00
127	Fire Protection Specialties - Labor	2,645.00	2,645.00	0.00	0.00	2,645.00	100.00%	0.00	0.00
128	Fire Protection Specialties - Material	2,645.00	2,645.00	0.00	0.00	2,645.00	100.00%	0.00	0.00
129	Heavy Duty Personnel Lockers - Labor	4,250.00	4,250.00	0.00	0.00	4,250.00	100.00%	0.00	0.00
130	Heavy Duty Personnel Lockers - Material	55,337.00	55,337.00	0.00	0.00	55,337.00	100.00%	0.00	0.00
131	Entrance Floor Mats & Frames - Submittals	200.00	200.00	0.00	0.00	200.00	100.00%	0.00	0.00
132	Entrance Floor Mats & Frames - Labor	1,800.00	1,800.00	0.00	0.00	1,800.00	100.00%	0.00	0.00
133	Entrance Floor Mats & Frames - Material	4,773.00	4,773.00	0.00	0.00	4,773.00	100.00%	0.00	0.00
134	Fire Suppression - Engineered Design Submittals	13,568.00	13,568.00	0.00	0.00	13,568.00	100.00%	0.00	0.00
135	Fire Suppression - Labor	67,840.00	67,840.00	0.00	0.00	67,840.00	100.00%	0.00	0.00
136	Fire Suppression - Material	88,192.00	88,192.00	0.00	0.00	88,192.00	100.00%	0.00	0.00
137	Plumbing Insulation - Labor	31,330.00	31,330.00	0.00	0.00	31,330.00	100.00%	0.00	0.00
138	Plumbing Insulation - Material	17,700.00	17,700.00	0.00	0.00	17,700.00	100.00%	0.00	0.00
139	Facility Water Distribution - Labor	32,420.00	32,420.00	0.00	0.00	32,420.00	100.00%	0.00	0.00
140	Facility Water Distribution - Material	36,565.00	36,565.00	0.00	0.00	36,565.00	100.00%	0.00	0.00

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			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
141	Facility Sanitary Sewage - Labor	92,260.00	92,260.00	0.00	0.00	92,260.00	100.00%	0.00	0.00
142	Facility Sanitary Sewage - Material	99,275.00	99,275.00	0.00	0.00	99,275.00	100.00%	0.00	0.00
143	Domestic Water Heaters - Labor	2,250.00	2,250.00	0.00	0.00	2,250.00	100.00%	0.00	0.00
144	Domestic Water Heaters - Material	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00%	0.00	0.00
145	Plumbing Fixtures - Labor	14,630.00	14,630.00	0.00	0.00	14,630.00	100.00%	0.00	0.00
146	Plumbing Fixtures - Material	82,550.00	82,550.00	0.00	0.00	82,550.00	100.00%	0.00	0.00
147	HVAC Testing Adjusting & Balancing - Labor	8,900.00	8,900.00	0.00	0.00	8,900.00	100.00%	0.00	0.00
148	Facility Natural Gas Piping - Labor	6,700.00	6,700.00	0.00	0.00	6,700.00	100.00%	0.00	0.00
149	Facility Natural Gas Piping - Material	6,950.00	6,950.00	0.00	0.00	6,950.00	100.00%	0.00	0.00
150	HVAC Ducts & Casings - Labor	39,830.00	39,830.00	0.00	0.00	39,830.00	100.00%	0.00	0.00
151	HVAC Ducts & Casings - Material	87,525.00	87,525.00	0.00	0.00	87,525.00	100.00%	0.00	0.00
152	HVAC Fans - Labor	3,560.00	3,560.00	0.00	0.00	3,560.00	100.00%	0.00	0.00
153	HVAC Fans - Material	18,245.00	18,245.00	0.00	0.00	18,245.00	100.00%	0.00	0.00
154	Air Outlets & Inlets - Labor	14,300.00	14,300.00	0.00	0.00	14,300.00	100.00%	0.00	0.00
155	Air Outlets & Inlets - Material	19,350.00	19,350.00	0.00	0.00	19,350.00	100.00%	0.00	0.00
156	Gas Fired Unit Heaters - Labor	5,125.00	5,125.00	0.00	0.00	5,125.00	100.00%	0.00	0.00
157	Gas Fired Unit Heaters - Material	21,270.00	21,270.00	0.00	0.00	21,270.00	100.00%	0.00	0.00

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			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
158	Packaged Outdoor HVAC Equipment - Labor	16,450.00	16,450.00	0.00	0.00	16,450.00	100.00%	0.00	0.00
159	Packaged Outdoor HVAC Equipment - Material	225,550.00	225,550.00	0.00	0.00	225,550.00	100.00%	0.00	0.00
160	Electrical Mobilization	35,000.00	35,000.00	0.00	0.00	35,000.00	100.00%	0.00	0.00
161	Electrical Demolition - Labor	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00%	0.00	0.00
162	Electrical Demolition - Material	7,500.00	7,500.00	0.00	0.00	7,500.00	100.00%	0.00	0.00
163	Lighting Control - Labor	45,000.00	45,000.00	0.00	0.00	45,000.00	100.00%	0.00	0.00
164	Lighting Control - Material	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00%	0.00	0.00
165	Light Fixture - Labor	86,000.00	86,000.00	0.00	0.00	86,000.00	100.00%	0.00	0.00
166	Light Fixture - Material	231,000.00	231,000.00	0.00	0.00	231,000.00	100.00%	0.00	0.00
167	Mechanical Power - Labor	32,750.00	32,750.00	0.00	0.00	32,750.00	100.00%	0.00	0.00
168	Mechanical Power - Material	36,000.00	36,000.00	0.00	0.00	36,000.00	100.00%	0.00	0.00
169	Panels / Feeder - Labor	43,000.00	43,000.00	0.00	0.00	43,000.00	100.00%	0.00	0.00
170	Panels / Feeder - Material	122,000.00	122,000.00	0.00	0.00	122,000.00	100.00%	0.00	0.00
171	Branch Circuit Devices - Labor	65,000.00	65,000.00	0.00	0.00	65,000.00	100.00%	0.00	0.00
172	Branch Circuit Devices - Material	30,000.00	30,000.00	0.00	0.00	30,000.00	100.00%	0.00	0.00
173	Fire Alarm - Labor	23,000.00	23,000.00	0.00	0.00	23,000.00	100.00%	0.00	0.00
174	Fire Alarm - Material	17,000.00	17,000.00	0.00	0.00	17,000.00	100.00%	0.00	0.00
175	CO #1	64,147.40	64,147.40	0.00	0.00	64,147.40	100.00%	0.00	0.00
176	CO #2	164,011.69	164,011.69	0.00	0.00	164,011.69	100.00%	0.00	0.00
177	CO #3	38,442.39	38,442.39	0.00	0.00	38,442.39	100.00%	0.00	0.00

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G÷C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
178	CO #4	26,543.71	26,543.71	0.00	0.00	26,543.71	100.00%	0.00	0.00
179	CO #5	28,895.68	28,895.68	0.00	0.00	28,895.68	100.00%	0.00	0.00
180	CO #6	46,389.26	0.00	46,389.26	0.00	46,389.26	100.00%	0.00	0.00
181	CO #7	12,067.72	0.00	12,067.72	0.00	12,067.72	100.00%	0.00	0.00
	GRAND TOTAL	\$6,336,187.85	\$6,277,730.87	\$58,456.98	\$0.00	\$6,336,187.85	100.00%	\$0.00	\$0.00



Memorandum

Date: September 8, 2026

To: Mayor and City Council

From: Joshua Antoine
Chief of Police

Re: Authorization to begin Sergeant Promotion Process.

Mayor and City Council Members,

During the Council Work Session on August 17, 2026, I requested that the Council consider reclassifying the Administrative Captain position to an Administrative Sergeant for the 2027 budget. The majority of the Council agreed with that recommendation and directed Administrator Buchholtz to make the adjustment in the 2027 police budget.

This change would take effect on January 1, 2027. To prepare for that transition, I would like to begin a Sergeant promotion process as soon as practicable. Starting the process now will allow adequate time to prepare the department and schedule for three sergeant positions beginning January 1, 2027.

I am requesting Council authorization to move forward with a Sergeant promotion process, with the promotion to be effective January 1, 2027.

Thank you,

Chief Antoine



Public Right of Way Application

Applicant Information:

Name of Company: CenterPoint Energy
Address: 505 Nicollet Mall - Floor 4 PO Box 59038
City/State/ZIP: Minneapolis, MN 55459
Phone Number: 612-321-4462
Fax Number: _____
Email Address: engineeringassistant2@centerpointenergy.com
Representatives Name: Kathleen Baber

Project Information:

Project Name: WO#124122669 / MGC#26-85892
Project Address/Location: 410 79TH AVE NE
City/State/ZIP: Spring Lake Park
Parcel Number(s): _____

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

Duration of the Right of Way:

Start Date: 8-24-26 End Date: 2-23-27

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: Kathleen Baber

Date: 8-17-26

For Office Use Only:

Application Number: _____

Date Received: 8/17/26

Reviewed By: [Signature]

Approval Status: ☒ Approved ☐ Denied

Conditions of Approval/Reasons for Denial: _____

Signature of Reviewing Officer: [Signature]

Date: 8/17/26

Right of Way Permit - \$150.00

☐ Excavation Hole - \$150.00

☐ Emergency Hole - \$75.00

☐ Trench - \$70/100'

☐ Obstruction Fee - \$150.00

☐ Overhead Obstruction - \$150.00

☐ Boring Holes - \$50.00 per hole

☐ Other: _____

Instructions for Submission:

Complete the application form in its entirety.

Attach all required documents and plans.

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

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

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



WO#124122669 / MGC#26-85892



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/23/2025

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

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

PRODUCER McGriff, a Marsh & McLennan Agency LLC Company 2000 International Park Drive Suite 600 Birmingham, AL 35243	CONTACT NAME: PHONE (A/C, No, Ext): 1-800-476-2211 E-MAIL ADDRESS: FAX (A/C, No):														
INSURED CenterPoint Energy, Inc., including CenterPoint Energy Resources Corp. d/b/a CenterPoint Energy Minnesota Gas 1111 Louisiana Suite 3832 Houston, TX 77002-5284	<table><tr><th>INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A :Old Republic Insurance Company</td><td>24147</td></tr><tr><td>INSURER B :Associated Elec. & Gas Ins Svcs Ltd (AEGIS) AA-</td><td></td></tr><tr><td>INSURER C :Indemnity Insurance Company of North America</td><td>43575</td></tr><tr><td>INSURER D :</td><td></td></tr><tr><td>INSURER E :</td><td></td></tr><tr><td>INSURER F :</td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A :Old Republic Insurance Company	24147	INSURER B :Associated Elec. & Gas Ins Svcs Ltd (AEGIS) AA-		INSURER C :Indemnity Insurance Company of North America	43575	INSURER D :		INSURER E :		INSURER F :	
INSURER(S) AFFORDING COVERAGE	NAIC #														
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INSURER C :Indemnity Insurance Company of North America	43575														
INSURER D :															
INSURER E :															
INSURER F :															

COVERAGES

CERTIFICATE NUMBER: 8KSEJZHB

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PROJECT ☐ LOC OTHER:	X X	MWZY 314232-25	10/01/2025	10/01/2026	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 2,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Employee Benefits \$ 2,000,000
A	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS ONLY	X X	MWTB 314195-25	10/01/2025	10/01/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	☐ UMBRELLA LIAB ☒ EXCESS LIAB ☐ DED ☐ RETENTION \$	☐ OCCUR ☒ CLAIMS-MADE X X	XL5038515P	10/01/2025	10/01/2026	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☒ N N/A X	WLR C72802792	01/01/2026	01/01/2027	☒ PER STATUTE ☐ OTHER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000 \$ \$ \$ \$

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

CERTIFICATE HOLDER

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

CANCELLATION

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

AUTHORIZED REPRESENTATIVE



Public Right of Way Application

Applicant Information:

Name of Company: XCEL ENERGY

Address: 825 RICE ST

City/State/ZIP: ST. PAUL, MN, 55117

Phone Number: 6125058903

Fax Number: _____

Email Address: SEAN.LY@XCELENERGY.COM

Representatives Name: SEAN LY

Project Information:

Project Name: 116249856

Project Address/Location: 560 78TH AVE NE

City/State/ZIP: SPRING LAKE PARK, MN, 55432

Parcel Number(s): _____

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

INSTALL NEW POLES AND UNDERGROUND SECONDARY
CABLE. NO RESTORATION

Duration of the Right of Way:

Start Date: 8/31/2026

End Date: 12/31/2026

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

Attachments Required:

☐ Site Plan/Map

☐ Project Drawings

☐ Traffic Control Plan

☐ Proof of Insurance (copy of policy)

☐ Property Deed or Owner Authorization

☐ Environmental Impact Assessment (if applicable)

☐ Other: _____

Applicant's Certification:

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

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

Signature: Sean Ly

Date: 8/24/2026

For Office Use Only:

Application Number: _____

Date Received: 8/24/26

Reviewed By: [Signature]

Approval Status: ☒ Approved ☐ Denied

Conditions of Approval/Reasons for Denial: _____

Signature of Reviewing Officer: [Signature]

Date: 8/24/26

Right of Way Permit - \$150.00

☐ Excavation Hole - \$150.00

☐ Emergency Hole - \$75.00

☐ Trench - \$70/100'

☐ Obstruction Fee - \$150.00

☐ Overhead Obstruction - \$150.00

☐ Boring Holes - \$50.00 per hole

☐ Other: _____

Instructions for Submission:

Complete the application form in its entirety.

Attach all required documents and plans.

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

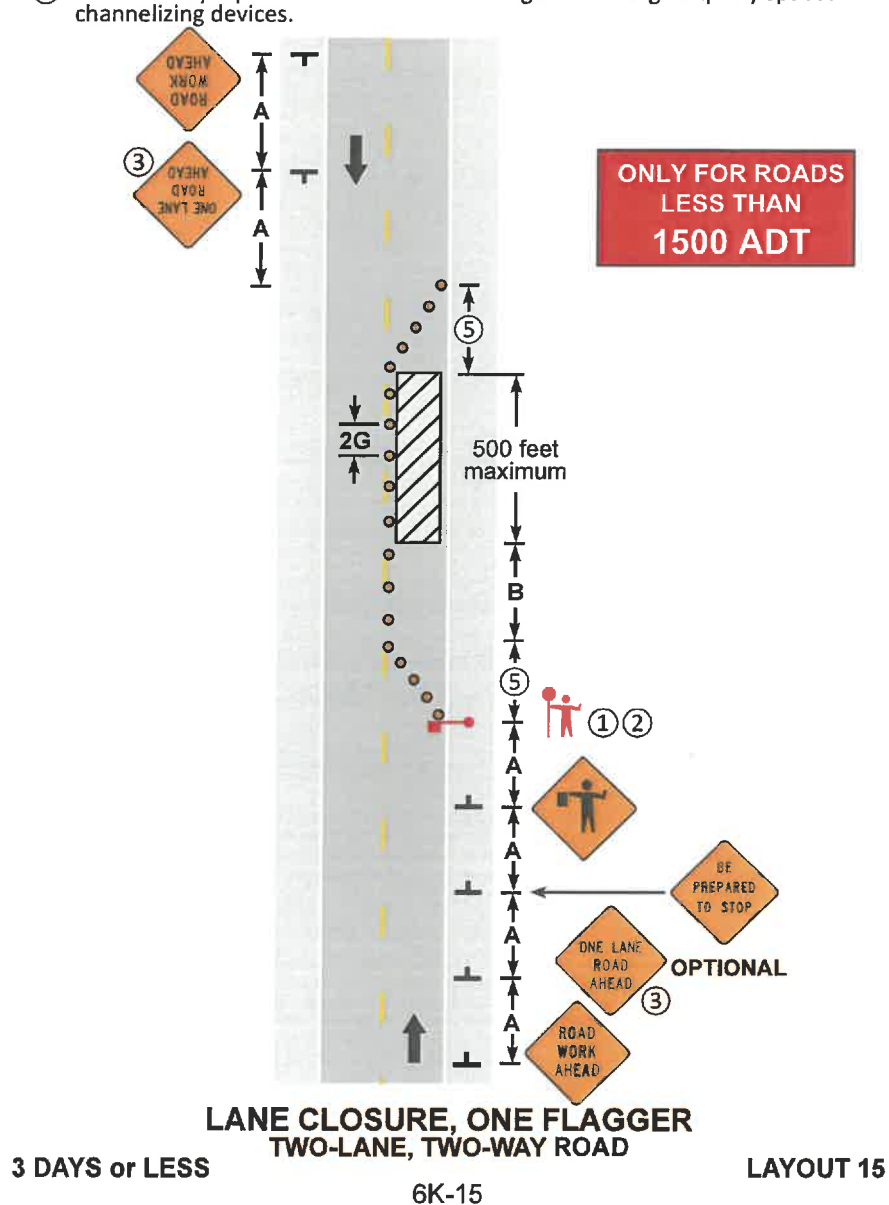
Please verify specific requirements and guidelines with the appropriate agency before submission, as these can vary by location and project type.

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

THIS DOCUMENT IS XCEL ENERGY CONFIDENTIALS AND PROPRIETARY INFORMATION AND MAY NOT BE REPRODUCED IN WHOLE, OR IN PART, NOR MAY ANY OF THE INFORMATION CONTAINED HEREIN BE DISCLOSED WITHOUT THE CONSENT OF XCEL ENERGY. CONFIDENTIALS AND PROPRIETARY INFORMATION 1/4 2019 XCEL ENERGY INC. XCEL ENERGY IS REGISTERED TRADEMARK OF XCEL ENERGY INC

NOTES:

- ① The approach sight distance to the flagger shall be at least the Decision Sight Distance (**D**).
- ② If the flagger's ability to see oncoming motorists beyond the work space is less than the Decision Sight Distance (**D**), two flaggers shall be used - See [Layout 16](#).
- ③ The ONE LANE ROAD AHEAD sign may be omitted when the posted speed limit is 40 mph or less.
4. If the work space must be left unattended at night use [Layout 14](#).
- ⑤ The two-way taper should be 50 feet in length and using 5 equally spaced channelizing devices.





Public Right of Way Application

Applicant Information:

Name of Company: Xcel Energy
Address: 825 Rice St
City/State/ZIP: St. Paul, MN, 55117
Phone Number: 651-908-3222
Fax Number: 651-908-3222
Email Address: malk.elkhodary@xcelenegy.com
Representatives Name: Malk Elkhodary

Project Information:

Project Name: 116375855
Project Address/Location: 7700 HIGHWAY 65 NE
City/State/ZIP: Spring Lake Park, MN, 55432
Parcel Number(s): _____

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

P1 -D2- TERM NEW CABLE (RADIAL)

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

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

Duration of the Right of Way:

Start Date: 09/24/2026 End Date: 12/31/2026

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

Attachments Required:

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

☐ Other: _____

Applicant's Certification:

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

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

Signature: Malk Elkhodary

Date: 08/24/2026

For Office Use Only:

Application Number: _____

Date Received: 8/24/26

Reviewed By: CEL

Approval Status: ☒ Approved ☐ Denied

Conditions of Approval/Reasons for Denial: _____

Signature of Reviewing Officer: George L. Linger

Date: 8/25/26

Right of Way Permit - \$150.00

☐ Excavation Hole - \$150.00

☐ Emergency Hole - \$75.00

☐ Trench - \$70/100'

☐ Obstruction Fee - \$150.00

☐ Overhead Obstruction - \$150.00

☐ Boring Holes - \$50.00 per hole

☐ Other: _____

Instructions for Submission:

Complete the application form in its entirety.

Attach all required documents and plans.

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

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

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



CONTRACTOR NAME: Xcel Energy	CONTRACTOR JOB #: 116375855
PREPARED BY: Maddie Brisse, T.C.S. # 5490	DATE PREPARED: 8/21/26
DATE: 8/21/26	DATE REVISED: -
ORDERED BY: Malik Elkhodary, Xcel Energy	REVISED BY: -
CITY: Spring Lake Park, MN	STREET/LOCATION: Taylor St NE & Osborne Rd NE
PROJECT NAME: -	STAGE/PHASE#: -
REFLECTIVE DRUM	REFLECTIVE CONES
REFLECTIVE CHANNELIZER	REFLECTIVE CONES
DISCLAIMER: This is a proposed traffic control layout. It has not been created or approved by a Professional Engineer and must be approved by the Road Authority prior to setup.	

REFLECTIVE DEVICES
PLACED AROUND
VEHICLES AND EQUIPMENT
IN PARKING LANE.

WORK AREA
TAYLOR ST NE

OSBORNE RD NE

NOTE:
- NO PARKING implemented along work area as needed, based on daily work requirements. Local resident access maintained at all times.



CERTIFICATE OF LIABILITY INSURANCE

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

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

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

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

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

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

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

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

Evidence of Insurance.

CERTIFICATE HOLDER **CANCELLATION**

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



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

Contractor's Licenses September 8, 2026

General Contractor

All State Companies, Inc.

Mechanical Contractor

JayHawk Mechanical

Marsh Heating and Air Conditioning

Schwantes Heating and Air

Plumbing Contractor

Core Mechanical Services, LLC.

Destiny Plumbing, Inc.

JayHawk Mechanical



City of Spring lake Park
Code Enforcement Division
1301 Eighty First Avenue Northeast
Spring Lake Park, Minnesota 55432
(763) 784-6491 Fax: (763) 792-7257

REPORT

TO: Spring Lake Park City Council
FROM: Jeff Baker, Code Enforcement Director/Building Official
RE: Code Enforcement Monthly Report for August 2026
DATE: September 1, 2026

The Spring Lake Park Code Enforcement department is the authority having jurisdiction for all fire, rental, property, nuisance, and zoning codes within Spring Lake Park.

In August, a total of 42 permits were issued, compared to 54 permits issued in August 2025. The breakdown of permits issued is as follows:

- Building: 17
- Fire Suppression & Alarm: 1
- Mechanical: 5
- Plumbing: 8
- Electrical: 5
- Zoning: 6

Code Enforcement conducted a total of 130 inspections during the month of August, consisting of:

- Building: 49
- Rental: 11
- Zoning: 0
- Nuisance: 63
- Electrical: 7

Additionally, 11 administrative citations were issued for non-compliance.

Code Enforcement has been working diligently to address the complaints coming into the City. As you can see on tonight's agenda, a destruction order has been brought forward for the property at 8280 Taylor Street. This is the first time during Building Official Baker's tenure with the City of Spring Lake Park that Code Enforcement has had to pursue this type of action.

Since the original complaint was received, Jeff and Ethan have inspected the property a total of 12 times. The initial complaint involved long grass and a mattress being stored outside. It took seven inspections and multiple administrative citations before the mattress was finally removed. Unfortunately, the long grass issues have still not been brought into compliance.

A destruction order is not the action Code Enforcement was hoping to pursue. However, after repeated inspections, notices, and opportunities to correct the violations, additional enforcement has become necessary. The goal is to bring the property into compliance and address the ongoing blight that has negatively affected the surrounding neighborhood and neighboring property owners.

Inspector Wirtz has done an outstanding job managing the nuisance tree removal process. We anticipated significant resistance from property owners due to the substantial cost associated with tree removal. However, Inspector Wirtz has approached each situation with professionalism, empathy, and an understanding of the financial burden these requirements may place on residents.

Of the approximately 50 nuisance tree removal notices that were sent in August, many property owners have contacted Inspector Wirtz to discuss their options. As a result, most have either established a reasonable timeline for compliance, already removed the trees, or scheduled a contractor to complete the work. His ability to communicate effectively and work collaboratively with residents has contributed to a positive response and a high level of voluntary compliance.

Construction Update:

1313 Osborne Rd #120 – The Grey Area (Cannabis Cultivation) the building permit has been issued. No inspections yet.

8299 University Ave – Nashmi Restaurant. Plan review was completed and the building permit has been issued. No inspections yet.

7777 Highway 65 #C – Event Center. Still working on their CUP paperwork. Plan review for the building and fire suppression has been completed. All underground and Rough-In plumbing has been completed.

In July of 2026, I also attended the following appointments:

- City Council meeting on August 3rd and 17th.
- Department head meeting August 4th.
- Terrace Park Meeting August 24th.
- Planning Commission August 24th.

This concludes the Code Enforcement monthly report for August 2026. If anyone has any questions or concerns regarding my report, I would be happy to answer them at this time.

To: Honorable Mayor and Spring Lake Park City Council From: Evan Monson, AICP
Kribashini Moorthy, AICP

Project/File: 193805540 Date: August 25, 2026

REQUEST: Amendment to the Comprehensive Plan (Future Land Use Map), Zoning Map Amendment (Rezoning), and Conditional Use Permit for a Child Daycare Facility use within Substance Church.

APPLICANTS: Nate Puccini, Executive Pastor, Substance Church

PROPERTY OWNER: Substance Church

PROPERTY LOCATION: 8299 Center Ave (Parcel ID 01-30-24-13-0002)

ZONING CLASSIFICATION: Light Industrial District (I-1)

REVIEW PERIOD: 60-day review period ends 9/18/2026.

ITEMS REVIEWED: Application and materials received on 7/2/2026 and 7/20/2026.

INTRODUCTION

Substance Church is requesting approval of multiple requests for its Northtown campus located at 8299 Central Avenue NE in Spring Lake Park. The property is currently zoned (I-1) Light Industrial, and guided as 'Commercial/Industrial' in the City's 2040 Comprehensive Plan. The applicant proposes to amend the property's future land use designation to 'Commercial' and rezone the property to (C-1) Shopping Center Commercial. The requests are meant to better align the property's zoning and land use guidance with its existing use as a public place of worship, and allow the applicant to request a CUP for a proposed childcare/daycare facility. A daycare (defined in the city's zoning code as a *Child Daycare Facility* use) is not allowed in the (I-1) zone, but is allowed as a conditional use in the C-1 zone.

The proposed childcare/daycare facility would occupy approximately 5,000 square feet (SF) within the existing 104,000 SF church building and would utilize existing classroom and support spaces. The daycare would operate during weekday hours, and be coordinated with existing church activities, parking, site circulation, and building operations. Few changes to the property are proposed; improvements would be limited to those necessary to satisfy state childcare licensing requirements, building code standards, life-safety requirements, accessibility improvements, and outdoor play area improvements. The applicant has indicated that the proposed daycare is intended to serve children and families in the surrounding community and represents an extension of the church's existing mission to serve the community. The church will continue its existing operations under the Special Use Permit approved by the City Council in 2014.

For the proposed daycare, the applicant's team has submitted the following requests to the city:

1. A request to amend the city's Comprehensive Plan.
 - a. The proposed amendment would change the property's future land use designation from 'Commercial/Industrial' to 'Commercial'.
2. A Rezoning request.
 - a. The applicant requests to rezone the property from I-1 Light Industrial to C-1 Shopping Center Commercial.
3. A Conditional Use Permit (CUP) request.

- a. The applicant requests approval of a Conditional Use Permit to allow a Child Daycare Facility use within a portion of the existing church building.

A request to rezone a property is covered under [Section 160.60.050](#) of the city's zoning code, while CUPs are covered under Section 16.56. Each of the three requests require review by the Planning Commission and approval by the City Council. A Comprehensive Plan Amendment, if approved by the City Council, will then have to be approved by the Metropolitan Council. The Planning Commission held a public hearing on these requests at their 8/24/2026 meeting, their recommendations are located at the end of this report.

PROPERTY INFORMATION

Parcel Description:

The subject property is located near the intersection of Central Avenue NE (Highway 65) and Trunk Highway 10, providing convenient regional access for both church and daycare operations. The Hy-Vee shopping center is located immediately west of the site, while other nearby properties include commercial businesses, industrial and transportation-related uses, and institutional uses such as City Hall.

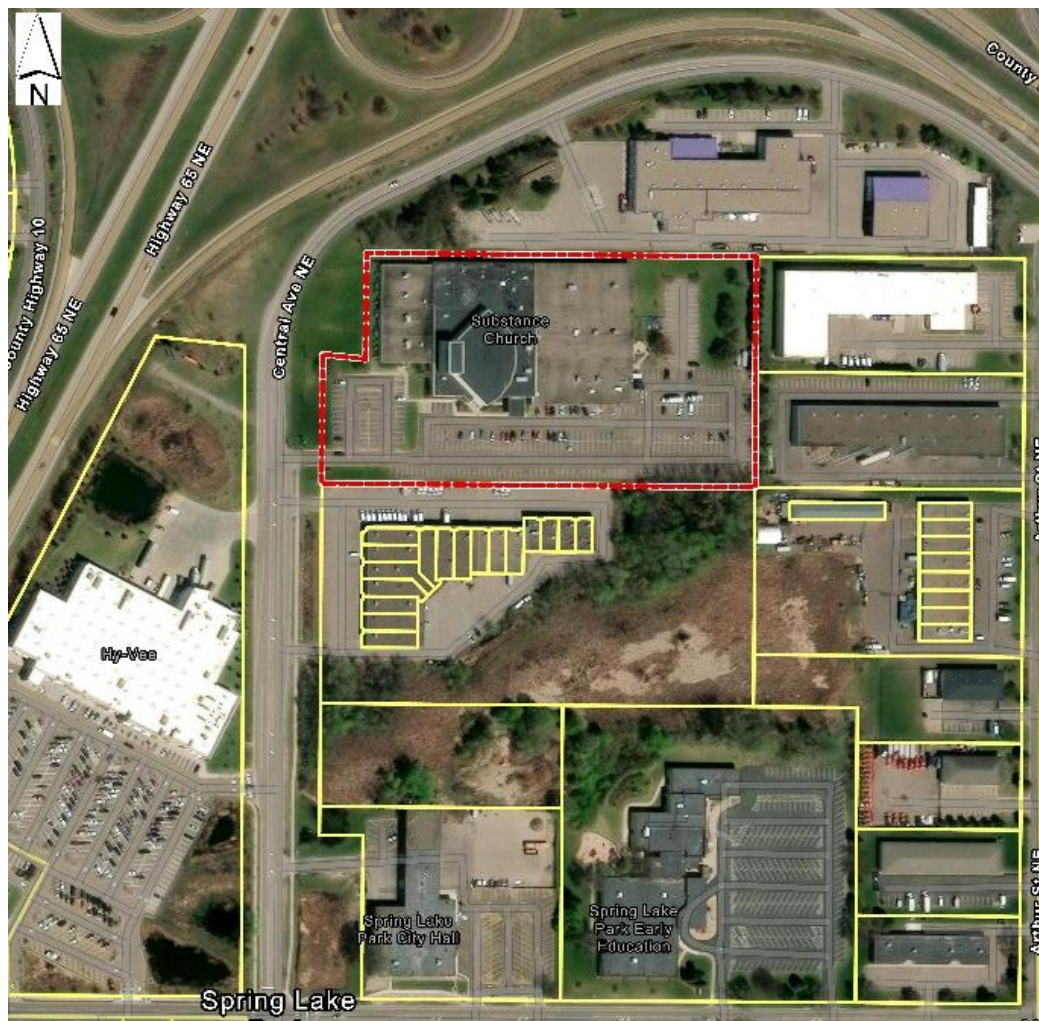


Figure 1: Aerial of the site, per Anoka County GIS. Parcel lines are shown in yellow. Subject property is outlined in red.

EVALUATION

Comprehensive Plan Amendment

The Comprehensive Plan serves as the blueprint for development within the city. Land use decisions (such as rezonings, text amendments, subdivision approvals, variances, etc.) must be consistent with the adopted Comprehensive Plan.

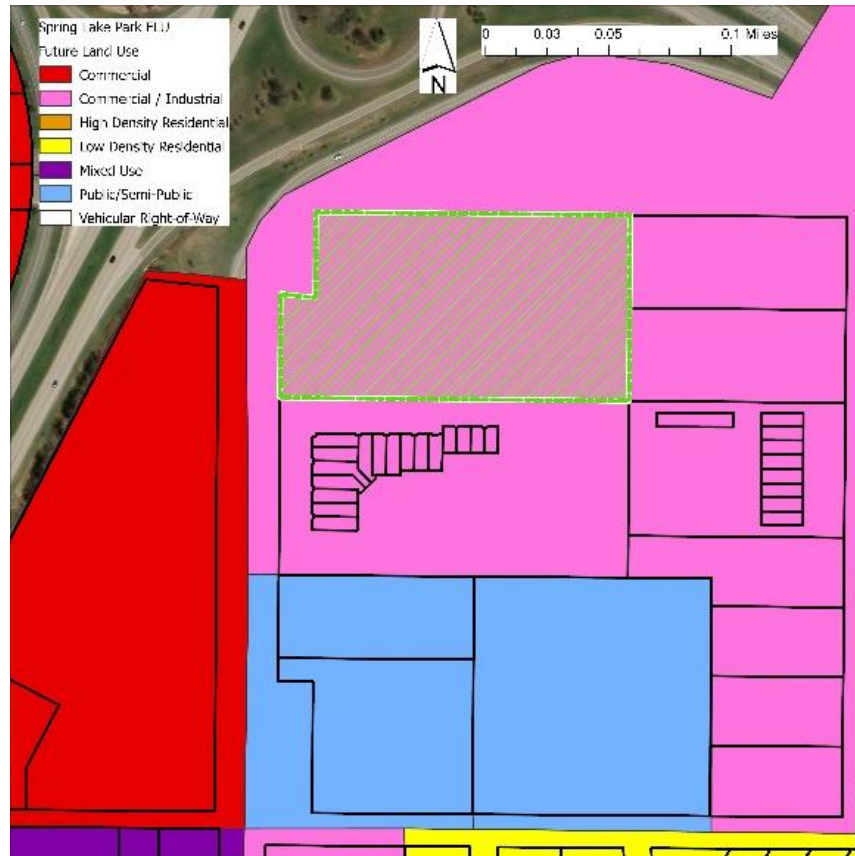


Figure 2: Excerpt of city's 2040 Future Land Use Map. Subject property cross-hatched in green.

The [city's current Comprehensive Plan](#), the 2040 Comprehensive Plan, contains the future land use map, which guides development or redevelopment of parcels by designating what use(s) are to be allowed in the future. The applicant's site is guided in the future land use map 'Commercial/Industrial' (see Figure 2-2 in the 2040 Plan, or Figure 2 in this report). This designation is used for parcels with industrial type uses, such as: "...manufacturing of all kinds, including assembly of products produced elsewhere, facilities involved in the movement of goods, warehousing, construction, communications, utilities and wholesale sales."

With the applicant proposing to run a childcare/daycare facility within the church premises, the designation for the newly proposed parcel should be amended. A future land use designation of 'Commercial' is proposed by the applicant. The 'Commercial' designation under the 2040 Plan is intended for retail sales and services that includes professional services, hotels/motels, recreational services, and private institutional uses. The current and proposed uses on the property are compatible with the 'Commercial' designation.

Rezoning Request

The property is currently zoned I-1. The I-1 district is intended, per Section 16.20.020 of the city's zoning code, to accommodate industrial and employment-oriented uses. Although the property is guided and zoned for industrial uses, it has been utilized as a public place of worship since the City approved a Special Use Permit for Substance Church in 2014. The applicant is requesting to rezone the property to C-1 to better align the zoning designation with the property's existing church use, and allow for requesting the proposed licensed childcare/daycare facility via a CUP. As noted earlier, a *Child Daycare Facility* use is a conditional use in the C-1 zone.

The C-1 district, per Section 16.20.010, is intended to accommodate retail, service, office, recreational, and private institutional uses that serve the community and are compatible with surrounding commercial development patterns. A daycare use (and the existing church use) would be consistent with the types of uses typically found within other areas zoned C-1. Rezoning the property would also keep the property consistent with the surrounding land use pattern, which includes Hy-Vee to the east and other nearby commercial and service-oriented businesses along the Highway 65 corridor. Based on the property's existing use, proposed childcare/daycare facility, and the surrounding development pattern, the requested rezoning from I-1 to C-1 appears to be compatible with the character of the area; if the comprehensive plan amendment is approved the rezoning would make the property consistent with the city's long-term vision for the site.

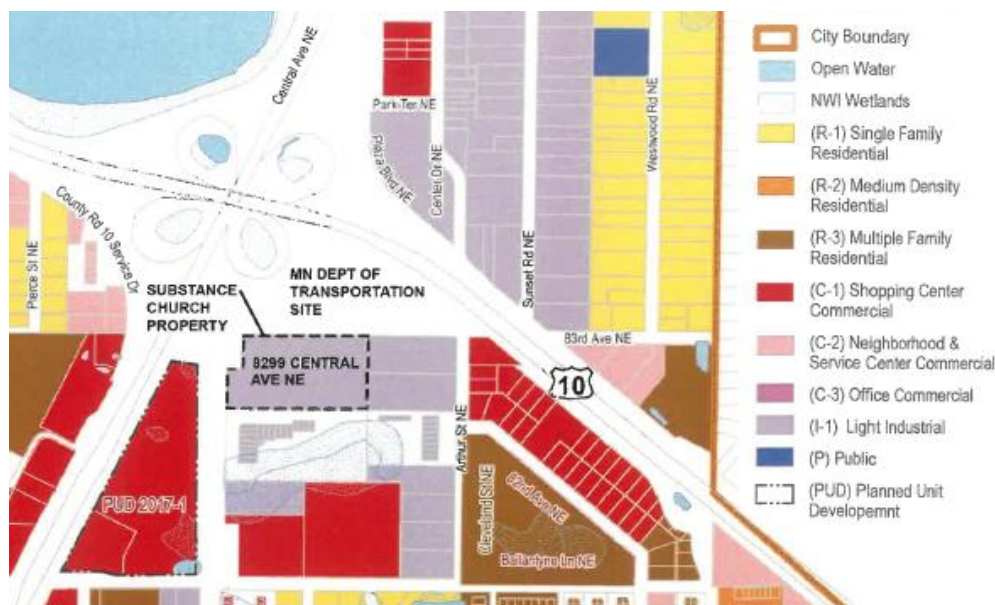


Figure 3: Excerpt of the city's zoning map, with the subject property outlined in black.

Conditional Use Permit

Section 16.36.010(D) of the city's zoning code lists specific development standards for Child Daycare Centers. These are listed below in *italics*, with staff comments following.

1. *The building and any exterior fenced areas shall meet the setback requirements for a principal structure in the zoning district in which the use is located.*

The daycare will operate within the existing church building at 8299 Central Avenue NE. The site plan identifies a 15-foot setback for the existing church building and playground fencing from the north lot

line. The minimum side yard setback for the C-1 zone is 15 feet. Based on the submitted site plan, the existing building and outdoor play area meet the minimum setback requirements.

2. *The play area shall be located away from the main entrance to the daycare facility and shall be contained with a fence at least five feet in height.*

This criterion is met. The existing 3,601 SF playground is located on the northeast side of the church building, separated from the primary entrance and drop-off area located along the south side of the building. The playground is enclosed by an existing five-foot-high chain-link fence, meeting the minimum fence height requirement.

3. *At least 50 square feet of outside play area shall be provided for each child under care.*

The site plan identifies an existing outdoor playground containing approximately 3,601 square feet. At the City's requirement of 50 square feet per child, the playground can accommodate up to 72 children at one time. The applicant's proposed capacity is identified as 42 children, so there is ample outside play area to serve the proposed number of children.

4. *The use shall provide a designated area for the short-term parking of vehicles engaged in loading and unloading of children under care. The designated area shall be located as close as practical to the principal entrance of the building and shall be connected to the building by a sidewalk.*

The site plan identifies a designated drop-off area within the existing parking lot along the south side of the church building. The drop-off area is connected to the building by existing sidewalks.

5. *The facility shall meet all applicable building and fire codes and be licensed as required by the State of Minnesota.*

The applicant shall obtain all required building permits, fire approvals, certificates of occupancy, and state childcare licenses before commencing daycare operations.

Section 16.64.010(A) lists the off-street parking requirements for the city. For a daycare facility, the minimum is one parking space per employee, plus five additional parking spaces per building. The applicants identified in their submittal up to eight (8) employees would be working a shift on the site. Combined with the daycare consisting of one building, 14 total spaces would be required for this use. The daycare is proposed to operate Monday through Thursday, with Friday being a potential additional day in the future. The site already contains 332 parking spaces, including 10 accessible spaces. Based on the available parking supply on the property, the site appears capable of accommodating anticipated parking demand associated with the proposed use.

Criteria for Review

Comprehensive Plan Amendment

While there are no formal criteria or requirements listed in the city's plan to consider when reviewing an amendment to the comprehensive plan, staff would recommend consideration of how the change will impact the city's long-term vision, as well as the goals and policies within the comprehensive plan.

In particular, Goal #5 (*Provide for a mix of commercial uses that provide goods and services to residents and that benefit from the city's proximity to major highways and roads*) and Policy #6 (*Review and amend the City's Code of Ordinances and Zoning Code as needed to reflect changes in the community*) in the Land Use section of the Plan would support the applicant's requested amendment to the Future Land Use Map.

Rezoning

The city's zoning code in Section 16.60.050(A)(4) mentions the following items to consider when reviewing an amendment (such as a rezoning) to the city's zoning code: *"...In considering the recommendations, due allowance shall be made for existing conditions, for the conservation of property values, for the direction of building development to the best advantage of the entire city, and for the uses to which the property affected is being devoted at the time."*

As noted previously in this report, the rezoning from I-1 to C-1 would be consistent with the city's future land use map, and would be consistent with the uses currently existing and proposed on the site. The proposed daycare facility use is a conditional use; if approved it will have to adhere to the conditions of approval within the CUP. The requested rezoning would be consistent with the considerations in Section 16.60.050(A)(4).

Conditional Use Permit

Section 16.56.030(E)(1) lists the criteria to review for proposed CUPs; these are on the following pages in *italics*, with staff comments following:

- a. *The proposed use at the particular location requested is necessary or desirable to provide a service or a facility which is in the interest of public convenience and will contribute to the general welfare of the neighborhood or community;*

The proposed daycare facility will provide a desirable service by offering childcare opportunities for local families. The daycare will positively contribute to the general welfare of the community by providing childhood care and educational services to local parents.

- b. *The use will not, under the circumstances of the particular case, be detrimental to the health, safety, morals, or general welfare of persons residing or working in the vicinity or injurious to property values or improvements in the vicinity;*

The proposed daycare facility is not expected to be detrimental to the health, safety, or general welfare of nearby residents or businesses. The facility will be required to comply with all applicable state licensing requirements and local regulations governing childcare operations.

- c. *The proposed use will comply with the regulations specified in this title for the district in which the proposed use is to be located;*

The proposed daycare facility shall comply with all applicable zoning district requirements and development standards, including any conditions associated with the approval of the Conditional Use Permit.

- d. *The use is one of the conditional uses specifically listed for the district in which it is to be located;*

This criterion is met, as Child daycare facilities are listed as conditional use for C-1 commercial district.

- e. *The proposed use shall not have a detrimental effect on the use and enjoyment of other property in the immediate vicinity;*

The proposed business does not include any additions to the existing building. The proposed use does not appear to be creating any impacts or limitations to the use and enjoyment of other nearby and adjacent properties.

- f. *The use will not lower property values or impact scenic views in the surrounding area;*

Based on the applicant's submittal, the proposed use does not appear to impact any scenic views or property values. Adherence to city code requirements regarding noise, exterior storage, and nuisances would ensure that property values are not negatively impacted.

- g. Existing streets and highways and proposed access roads will be adequate to accommodate anticipated traffic;*

The existing street system is sufficient to serve the proposed use.

- h. Sufficient off-street parking and loading space will be provided to serve the proposed use;*

The subject property contains an existing church facility that has operated as a public place of worship under a Special Use Permit approved by the City Council in 2014. The proposed childcare/daycare facility would occupy approximately 5,000 square feet within the existing 104,000-square-foot building and would function in conjunction with the existing church use. The applicant indicates that the daycare will utilize existing parking areas, site access, and circulation patterns, and that the use will be coordinated with church operations. No expansion of the building or parking facilities is proposed as part of this request.

Based on the information submitted, the property appears to have adequate off-street parking and loading areas to accommodate the proposed daycare use while continuing to support church activities. Prior to issuing a certificate of occupancy, staff recommends verification of the daycare's licensed capacity, staffing levels, hours of operation, and pick-up/drop-off procedures to ensure that sufficient parking and on-site circulation are available during peak demand periods.

- i. The use includes adequate protection for the natural drainage system and natural topography;*

There are no changes to the site being proposed that would impact drainage.

- j. The proposed use includes adequate measures to prevent or control offensive odor, fumes, dust, noise, or vibration so that none of these will constitute a nuisance; and*

The proposed use will have to adhere to requirements under city code regarding odor, fumes, dust, noise, and vibration.

- k. The proposed use will not stimulate growth incompatible with prevailing density standards.*

This criterion is met; the proposed use would not stimulate growth that is incompatible with prevailing density standards.

Based on the findings above, the proposed use meets the criteria for approval of a CUP.

OTHER REVIEW

- Engineering: No comments.
- Building Department: A certificate of occupancy will be required prior to the business moving in.
- The Planning Commission reviewed the request and held a public hearing at their 8/24/2026 meeting. The commissioners recommended approval of all of the requests.

OPTIONS

The City Council can do one of the following:

1. Approve of the requests, with findings for approval and with or without conditions.
 - a. The comprehensive plan amendment and CUP can be approved via resolution. The rezoning can be approved via ordinance.
2. Deny the requests, with findings for denial.
3. Table the requests for further review and/or study.

RECOMMENDATIONS

The Planning Commission recommended approval of the Comprehensive Plan Amendment, Rezoning and Conditional Use Permit (CUP) request for a Child Daycare Facility use within the existing Substance Church building at 8299 Central Avenue NE (Parcel ID 01-30-24-13-0002). Each request is listed with findings and conditions of approval.

Comprehensive Plan Amendment

Findings of Fact:

1. The applicant proposes operating a Child Daycare Facility use within a portion of the existing Substance Church building located at 8299 Central Avenue NE (Parcel ID 01-30-24-13-0002). The daycare will occupy approximately 5,000 square feet of the existing 104,000-square-foot church building and will utilize existing classroom, office, restroom, and support spaces.
2. The Commercial future land use designation better reflects the property's existing church use and the proposed childcare/daycare facility than the current Commercial/Industrial designation.
3. The proposed Comprehensive Plan Amendment is consistent with the City's long-term land use goals and policies by supporting a community-serving institutional use within an area characterized by commercial development.
4. The requested rezoning from I-1 Light Industrial to C-1 Shopping Center Commercial is compatible with the surrounding development pattern, including adjacent commercial uses and nearby community-serving establishments.
5. The proposed rezoning brings the property's zoning classification into better alignment with both its existing use as a public place of worship and its proposed use as a childcare/daycare facility.
6. Child daycare facilities are allowed as a conditional use within the C-1 Shopping Center Commercial District, and the applicant's proposed daycare facility is eligible for consideration through the Conditional Use Permit process.
7. The existing church site contains established access drives, parking areas, sidewalks, and building infrastructure capable of accommodating the proposed daycare use. The site includes 332 off-street parking spaces, 10 accessible parking spaces, a designated drop-off area, and an existing 3,601-square-foot outdoor playground enclosed by a five-foot-high chain-link fence.
8. The proposed daycare facility will provide an important community service by expanding access to childcare and early childhood services for local families while supporting the church's existing community-serving mission.

Conditions of Approval:

1. 8299 Central Avenue NE (Parcel ID 01-30-24-13-0002) shall be re-designated from 'Commercial/Industrial' to 'Commercial' on the city's Future Land Use Map.
 - a. Following City Council approval, the amendment shall be submitted to the Metropolitan Council for review and final approval.
2. The applicant shall obtain all applicable local, county, state, and federal permits and approvals associated with the comprehensive plan amendment request.
3. The applicant shall comply with all applicable local, county, state, and federal regulations.
4. The applicant shall pay all fees and escrows associated with this request.

Rezoning

Findings of Fact:

1. The applicant proposes operating a *Child Daycare Facility* use within a portion of the existing Substance Church building located at 8299 Central Avenue NE. The daycare will occupy approximately 5,000 square feet of the existing 104,000-square-foot church building and will utilize existing classroom, office, restroom, and support spaces.
2. The proposed Comprehensive Plan Amendment is consistent with the City's long-term land use goals and policies by supporting a community-serving institutional use within an area characterized by commercial development.
3. The requested rezoning from I-1 Light Industrial to C-1 Shopping Center Commercial is compatible with the surrounding development pattern, including adjacent commercial uses and nearby community-serving establishments.
4. The proposed rezoning brings the property's zoning classification into better alignment with both its existing use as a public place of worship and its proposed use as a childcare/daycare facility.
5. Child daycare facilities are allowed as a conditional use within the C-1 Shopping Center Commercial District, and the applicant's proposed daycare facility is eligible for consideration through the Conditional Use Permit process.

Conditions of Approval:

1. 8299 Central Avenue NE (Parcel ID 01-30-24-13-0002) shall be rezoned from I-1 to C-1 on the city's Zoning Map. The rezoning request is contingent on approval of an amendment to the Future Land Use Map in the city's Comprehensive Plan.
2. The applicant shall obtain all applicable local, county, state, and federal permits and approvals associated with the rezoning request.
3. The applicant shall comply with all applicable local, county, state, and federal regulations.
4. The applicant shall pay all fees and escrows associated with this request.

Conditional Use Permit

Findings of Fact:

1. The applicant proposes operating a Child Daycare Facility use within a portion of the existing Substance Church building located at 8299 Central Avenue NE. The daycare will occupy approximately 5,000 square feet of the existing 104,000-square-foot church building and will utilize existing classroom, office, restroom, and support spaces.
2. The Commercial future land use designation better reflects the property's existing church use and the proposed childcare/daycare facility than the current Commercial/Industrial designation.
3. The proposed Comprehensive Plan Amendment is consistent with the City's long-term land use goals and policies by supporting a community-serving institutional use within an area characterized by commercial development.
4. The requested rezoning from I-1 Light Industrial to C-1 Shopping Center Commercial is compatible with the surrounding development pattern, including adjacent commercial uses and nearby community-serving establishments.
5. The proposed rezoning brings the property's zoning classification into better alignment with both its existing use as a public place of worship and its proposed use as a childcare/daycare facility.
6. Child daycare facilities are allowed as a conditional use within the C-1 Shopping Center Commercial District, and the applicant's proposed daycare facility is eligible for consideration through the Conditional Use Permit process.
7. The existing church site contains established access drives, parking areas, sidewalks, and building infrastructure capable of accommodating the proposed daycare use. The site includes 332 off-street parking spaces, 10 accessible parking spaces, a designated drop-off area, and an existing 3,601-square-foot outdoor playground enclosed by a five-foot-high chain-link fence.
8. The proposed daycare facility will provide an important community service by expanding access to childcare and early childhood services for local families while supporting the church's existing community-serving mission.
9. The proposed use will operate within an existing building and is not expected to adversely affect surrounding properties, public health, safety, welfare, property values, or neighborhood character. The proposed use meets the criteria in Section 16.56.030(E)(1) of the Zoning Code for approval of a Conditional Use Permit.

Conditions of Approval:

1. The applicant is authorized to operate a *Child Daycare Facility* use within the existing church building at 8299 Central Avenue NE according to the plans and materials submitted to and reviewed by the City for this request.
 - a. An amendment to this permit shall be required for any expansion of the daycare facility beyond those areas identified in the approved plans.
2. The designated drop-off and pick-up area shown on the approved site plan shall be maintained and available for daycare operations, and pedestrian access between the drop-off area and daycare entrance shall be maintained.

3. The outdoor play area and fencing shall be maintained in accordance with the approved site plan and applicable City Code requirements, including maintenance of the existing fencing around the outdoor play area.
4. The applicant shall obtain all applicable local, county, state, and federal permits, approvals, inspections, certificates, and licenses required for operation of the daycare facility, including all required State of Minnesota childcare licensing approvals.
5. The proposed *Child Daycare Facility* use shall comply with all applicable local, county, state, and federal regulations, including building code, fire code, accessibility, health, safety, and childcare licensing requirements.
6. A certificate of occupancy shall be obtained prior to commencement of daycare operations.
 - a. Prior to issuing a certificate of occupancy, city staff shall verify the daycare's licensed capacity, staffing levels, hours of operation, and pick-up/drop-off procedures to ensure that the proposed use has sufficient off-street parking and on-site circulation.
7. The applicant shall pay all fees and escrows associated with this CUP request.
8. Any violation of the conditions of approval or applicable City Code requirements may result in review or revocation of the Conditional Use Permit in accordance with City Code provisions

CITY OF SPRING LAKE PARK

RESOLUTION NO. 2026-38

A RESOLUTION APPROVING A COMPREHENSIVE PLAN AMENDMENT TO AMEND THE FUTURE LAND USE MAP FOR 8299 CENTRAL AVENUE NE

WHEREAS, Substance Church (the “Applicant”) has requested an amendment to the City of Spring Lake Park 2040 Comprehensive Plan Future Land Use Map for the property located at 8299 Central Avenue NE, Parcel ID 01-30-24-13-0002, from “Commercial/Industrial” to “Commercial”; and

WHEREAS, the Applicant proposes to operate a Child Daycare Facility within approximately 5,000 square feet of the existing Substance Church building; and

WHEREAS, the Planning Commission held a duly noticed public hearing on August 24, 2026, to consider the Comprehensive Plan Amendment, rezoning, and Conditional Use Permit requests and recommended approval of all three requests based on the findings and conditions set forth in the August 25, 2026 staff memorandum; and

WHEREAS, the City Council has reviewed the application, supporting materials, Planning Commission recommendation, and staff memorandum and has determined that the proposed amendment is consistent with the City's long-term land use goals and policies; and

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

1. **Approval.** The City Council hereby approves an amendment to the Spring Lake Park 2040 Comprehensive Plan Future Land Use Map to re-designate 8299 Central Avenue NE (Parcel ID 01-30-24-13-0002) from “Commercial/Industrial” to “Commercial,” subject to Metropolitan Council review and final approval.
2. **Findings of Fact.** The City Council adopts the following findings in support of the Comprehensive Plan Amendment:
 - a. The applicant proposes operating a Child Daycare Facility use within a portion of the existing Substance Church building located at 8299 Central Avenue NE (Parcel ID 01-30-24-13-0002). The daycare will occupy approximately 5,000 square feet of the existing 104,000-square-foot church building and will utilize existing classroom, office, restroom, and support spaces.
 - b. The Commercial future land use designation better reflects the property's existing church use and the proposed childcare/daycare facility than the current Commercial/Industrial designation.
 - c. The proposed Comprehensive Plan Amendment is consistent with the City's long-term land use goals and policies by supporting a community-serving institutional use within an area characterized by commercial development.
 - d. The requested rezoning from I-1 Light Industrial to C-1 Shopping Center Commercial is compatible with the surrounding development pattern,

including adjacent commercial uses and nearby community-serving establishments.

- e. The proposed rezoning brings the property's zoning classification into better alignment with both its existing use as a public place of worship and its proposed use as a childcare/daycare facility.
 - f. Child daycare facilities are allowed as a conditional use within the C-1 Shopping Center Commercial District, and the applicant's proposed daycare facility is eligible for consideration through the Conditional Use Permit process.
 - g. The existing church site contains established access drives, parking areas, sidewalks, and building infrastructure capable of accommodating the proposed daycare use. The site includes 332 off-street parking spaces, 10 accessible parking spaces, a designated drop-off area, and an existing 3,601-square-foot outdoor playground enclosed by a five-foot-high chain-link fence.
 - h. The proposed daycare facility will provide an important community service by expanding access to childcare and early childhood services for local families while supporting the church's existing community-serving mission.
3. **Conditions of Approval.** The Comprehensive Plan Amendment is approved subject to the following conditions:
- a. 8299 Central Avenue NE (Parcel ID 01-30-24-13-0002) shall be re-designated from "Commercial/Industrial" to "Commercial" on the City's Future Land Use Map.
 - i. Following City Council approval, the amendment shall be submitted to the Metropolitan Council for review and final approval.
 - b. The applicant shall obtain all applicable local, county, state, and federal permits and approvals associated with the comprehensive plan amendment request.
 - c. The applicant shall comply with all applicable local, county, state, and federal regulations.
 - d. The applicant shall pay all fees and escrows associated with this request.

BE IT FURTHER RESOLVED that the Administrator, Clerk/Treasurer is authorized and directed to submit the Comprehensive Plan Amendment and all required supporting materials to the Metropolitan Council and to take such administrative actions as are necessary to complete the review process.

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:

Whereupon the Mayor declared said Resolution duly passed and adopted this 8th day of September 2026.

APPROVED BY:

Robert Nelson, Mayor

ATTEST:

Daniel Buchholtz, City Administrator

June 30, 2026

Daniel Buchholtz, City Administrator
Evan Monson, Zoning Administrator
City of Spring Lake Park
1301 81st Avenue NE
Spring Lake Park, MN 55432

Re: Request for Rezoning and Comprehensive Plan Amendment for Substance Church at 8299 Central Avenue NE

Dear Daniel and Evan,

On behalf of Substance Church, we respectfully submit this narrative in support of our request to rezone the Substance Church Northtown campus at 8299 Central Avenue NE, amend the related Comprehensive Plan guidance, and seek Conditional Use Permit approval for a licensed childcare/daycare facility.

Substance Church currently operates the property as a public place of worship under a Special Use Permit approved by the City Council in 2014. We intend to continue that approved church use. This request is not intended to discontinue, diminish, or modify the existing church use, but to update the zoning for the property and allow a licensed childcare facility to operate in a limited portion of the existing building.

The property is currently zoned I-1 Light Industrial. Substance Church is requesting rezoning to C-1 Shopping Center Commercial, along with a corresponding Comprehensive Plan amendment from Commercial/Industrial to Commercial. Based on conversations with City staff, we understand that this designation better fits the current church use and the proposed childcare use.

We are submitting the rezoning, Comprehensive Plan amendment, and Conditional Use Permit applications at the same time for the City's review. We understand that the Conditional Use Permit request depends on approval of the rezoning and Comprehensive Plan amendment and would need to be considered after, or contingent upon, those approvals. The Conditional Use Permit application is intended to recognize and preserve the property's existing approved use as a public place of worship, while adding approval for a licensed childcare/daycare facility within a limited portion of the existing church building.

The proposed childcare facility is a natural extension of Substance's mission to serve children, families, and the surrounding community. It would operate during the week using existing classroom and support space and would be coordinated with existing church operations, parking, building capacity, site circulation, safety requirements, and surrounding properties.

The proposed childcare facility would not involve redevelopment of the property or a change to the overall character of the site. The existing building contains approximately 104,000 square feet, and the childcare facility would occupy approximately 5,000 square feet. Any physical improvements would be limited to those needed for childcare licensing, building code, life-safety, access, and outdoor play-area requirements.

Substance Church has completed the majority of the Minnesota Department of Human Services licensing review for the proposed childcare facility, including applicable facility and life-safety review. Based on our communications with DHS, we understand that local zoning approval is the primary remaining item needed to complete the process.



Substance Church is committed to being a good steward of the property and a constructive partner with the City of Spring Lake Park. We appreciate the City's guidance and look forward to working with staff throughout this process.

Please direct follow-up questions or coordination related to this application to Rick Frith, Member of the Board of Directors, who will be assisting Substance Church with this process. Nate Puccini, Executive Pastor, is signing this request on behalf of Substance Church.

SECTION 16.60.050(B) REQUIRED INFORMATION

We understand that Section 16.60.050(B) of the Spring Lake Park Municipal Code requires certain information to be submitted as part of a rezoning petition. We have provided responses to those items below.

1. The name or names and addresses of the petitioner or petitioners, and their signatures to the petition:

Substance Church is the petitioner requesting the rezoning and Comprehensive Plan amendment for the single parcel of land owned by the church.

Substance Church
8299 Central Avenue NE
Spring Lake Park, MN 55432

Authorized signer:
Nate Puccini, Executive Pastor
Substance Church
8299 Central Avenue NE
Spring Lake Park, MN 55432

Primary project contact:
Rick Frith, Member of the Board of Directors
Substance Church
[REDACTED]

2. A specific legal description of the area proposed to be rezoned, and the names and addresses of all owners of property lying within the area, and legal description of the property owned by each:

Owner:
Substance Church
8299 Central Avenue NE
Spring Lake Park, MN 55432

Parcel ID: 013024130002

Legal Description: The N 400 ft of the W 676.07 ft of Lot 8, Auditor's Subdivision No. 152, together with adjacent vacant road, subject to easements of record.

3. The present district classification and the proposed district classification:

Current district classification: I-1 Light Industrial

Proposed district classification: C-1 Shopping Center Commercial

4. The present use of each separately owned tract of land within the area and the intended use of any tract of land therein, if the petitioners or owners have particular uses presently in mind:

The property is currently used as a church facility and public place of worship pursuant to an existing Special Use Permit approved by the City Council in 2014. Substance Church intends to continue that existing approved use.

The requested rezoning and Comprehensive Plan amendment are intended to better align the zoning and land-use guidance for the property with its existing approved use as a public place of worship, while also allowing the church to pursue a Conditional Use Permit for a licensed childcare/daycare facility within a limited portion of the existing building.

The proposed childcare facility would operate during the week using existing classrooms and support spaces within the church facility. The church would continue to use the property for worship services, ministry activities, administrative functions, events, and related church uses.

5. An explanation of how the rezoning will conform with the general zoning pattern of the neighborhood and the zoning plan of the entire city:

The requested rezoning appears consistent with the existing development pattern and zoning context in this portion of the city. The property is located in an area that already includes a mix of commercial, commercial/industrial, and light industrial uses.

The property is bounded by Highway 65/Central Avenue NE to the northwest, State Highway 10 to the northeast, and 81st Avenue NE to the south. The Hy-Vee property directly west of the church is zoned C-1, and other nearby properties are also zoned or guided for commercial and commercial/industrial uses.

Rezoning the property to C-1 Shopping Center Commercial would more closely align the property with the existing commercial character along this portion of Central Avenue NE and would provide the appropriate zoning framework for the existing approved public place of worship use, the proposed licensed daycare use, and any other uses that the City determines should be addressed through the applicable local approval process.

6. Accompanying the petition shall be three copies of the map showing the property to be rezoned, the present zoning of the surrounding area for at least a distance of 350 feet, including the street pattern of that area, and the names and addresses of the landowners of the lands in each area as the same appear on the records of the County Auditor; all of which shall be provided by the petitioner.

Attached are the following items as requested:

1. A partial Anoka County zoning map showing the property and the surrounding area for several blocks in each direction, with additional graphic and text information added for clarity.
2. A PDF excerpt of the Spring Lake Park 2040 Comprehensive Plan highlighting the Substance Church parcel and surrounding area.
3. Available plans showing the existing building areas proposed for daycare use, related access improvements, and outdoor play area.

ADDITIONAL REQUESTED INFORMATION

Explanation of how the proposed change in future land-use guidance for this parcel would conform with the City's Comprehensive Plan.

Based on conversations with City staff, we understand that the current Commercial/Industrial future land-use guidance is intended to reflect uses with a stronger industrial, production, assembly, or similar employment-oriented character. We also understand that the Commercial designation is more closely aligned with the requested C-1 Shopping Center Commercial zoning district.

Substance Church is therefore requesting that the future land-use guidance for this parcel be amended from Commercial/Industrial to Commercial in connection with the requested rezoning from I-1 Light Industrial to C-1 Shopping Center Commercial.

This change would better align the property's land-use guidance and zoning with its existing approved use as a public place of worship and the proposed licensed childcare/daycare use. It would also fit the surrounding land-use pattern, which includes commercial zoning and commercial uses, including the C-1 zoned Hy-Vee property directly west of the church.

Plans showing where on the site the proposed daycare use would be located, including entrances, exits, drop-off areas, and outdoor play areas.

The proposed licensed childcare/daycare facility would operate within a limited portion of the existing Substance Church building. The attached floor plan identifies the proposed childcare area, related entrances and exits, circulation areas, storage, administrative spaces, drop-off areas, and play area.

Substance Church is not proposing redevelopment of the site or a substantial modification to the property. The childcare facility would primarily use existing classrooms and support spaces. Any physical improvements would be limited to those needed for State of Minnesota childcare licensing, building code, life-safety, access, and outdoor play-area requirements, as reflected on the attached plans.

The childcare facility would operate during the week in the identified portion of the building. The same general area may continue to be used for church-related activities outside of childcare operating hours, including Sunday ministry activities.

Identify how much of the building the proposed daycare use would occupy.

The existing building contains approximately 104,000 square feet of floor space. The proposed childcare/daycare facility would occupy approximately 5,000 square feet of existing classroom and support space, as identified on the attached floor plan.

Conclusion

Substance Church respectfully requests approval of the proposed rezoning and Comprehensive Plan amendment so the Northtown campus can operate under a zoning framework that better reflects its existing approved use as a public place of worship and supports the proposed licensed childcare facility.

Thank you for your consideration. We appreciate the opportunity to work with City staff, the Planning Commission, and the City Council throughout this process. Please let us know if there are any questions or if additional information would be helpful.

Sincerely,



Nate Puccini
Executive Pastor
Substance Church



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

For Office Use Only

Case Number:

Fee Paid:

Received by:

Date Filed:

Date Complete:

Base Fee: Escrow:

DEVELOPMENT APPLICATION**TYPE OF APPLICATION** (Check All That Apply)

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

PROPERTY INFORMATION

Street Address: 8299 Central Avenue NE

Property Identification Number (PIN#): 01324130002

Current Zoning: I-1

Legal Description: The N 400ft of the W 676.07ft of Lot 8, Auditor's Subdivision No. 152
(Attach if necessary)**APPLICANT INFORMATION**

Name: Nate Puccini

Business Name: Substance Church

Address: 8299 Central Avenue NE

City/State/Zip Code: Spring Lake Park, MN 55432

Telephone:

Fax:

E-mail:

Contact: Rick Frith,

Title: Executive Pastor

OWNER INFORMATION (if different from applicant)

Name:

Business Name:

Address:

City/State/Zip Code:

Telephone:

Fax:

E-mail:

Contact:

Title:

DESCRIPTION OF REQUEST (attach additional information if needed)

Existing Use of Property: Public place of worship

Nature of Proposed Use: Public place of worship with proposed licensed daycare use subject to related CUP approval.

Reason(s) to Approve Request: See attached narrative. The requested rezoning and Comprehensive Plan amendment would better align the property's zoning and future land-use guidance with its existing approved use as a public place of worship and the proposed licensed daycare use while remaining compatible with surrounding commercial land-use pattern.

APPLICATION FEES AND EXPENSES:

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

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

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

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

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

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

☒ E-mail [REDACTED] ☐ Fax _____ ☐ USPS

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

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

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

Applicant:  Date: 6/30/2026

Owner: _____ Date: _____

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



City of Spring Lake Park
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Fee Paid:

Received by:

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Date Complete:

Base Fee: _____ Escrow: _____

DEVELOPMENT APPLICATION

TYPE OF APPLICATION (Check All That Apply)		
☐ Appeal	☐ Site Plan/Building Plan Review	☐ Variance
☐ Comprehensive Plan Amendment	☐ Concept Plan Review	☐ Minor Subdivision
☐ Ordinance Amendment (Text)	☒ Conditional Use Permit	☐ Lot Combination
☐ Rezoning	☐ Interim Use Permit	☐ Preliminary Plat
☐ Planned Unit Development	☐ Street or Easement Vacation	☐ Final Plat
PROPERTY INFORMATION		
Street Address: 8299 Central Avenue NE		
Property Identification Number (PIN#): 01324130002		Current Zoning: I-1
Legal Description: The N 400ft of the W 676.07ft of Lot 8, Auditor's Subdivision No. 152 (Attach if necessary)		
APPLICANT INFORMATION		
Name: Nate Puccini		Business Name: Substance Church
Address: 8299 Central Avenue NE		
City/State/Zip Code: Spring Lake Park, MN 55432		
Telephone: [REDACTED]	Fax: [REDACTED]	E-mail: [REDACTED]
Contact: Rick Frith, [REDACTED]		Title: Executive Pastor
OWNER INFORMATION (if different from applicant)		
Name:		Business Name:
Address:		
City/State/Zip Code:		
Telephone:	Fax:	E-mail:
Contact:		Title:
DESCRIPTION OF REQUEST (attach additional information if needed)		
Existing Use of Property: Public place of worship		
Nature of Proposed Use: Public place of worship with licensed daycare use.		
Reason(s) to Approve Request:	See attached narrative. The requested CUP would recognize and preserve the property's existing approved use as a public place of worship while adding approval for a licensed daycare facility within a limited portion of the existing church building.	

APPLICATION FEES AND EXPENSES:

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

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

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

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

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

☒ E-mail [REDACTED] ☐ Fax _____ ☐ USPS

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

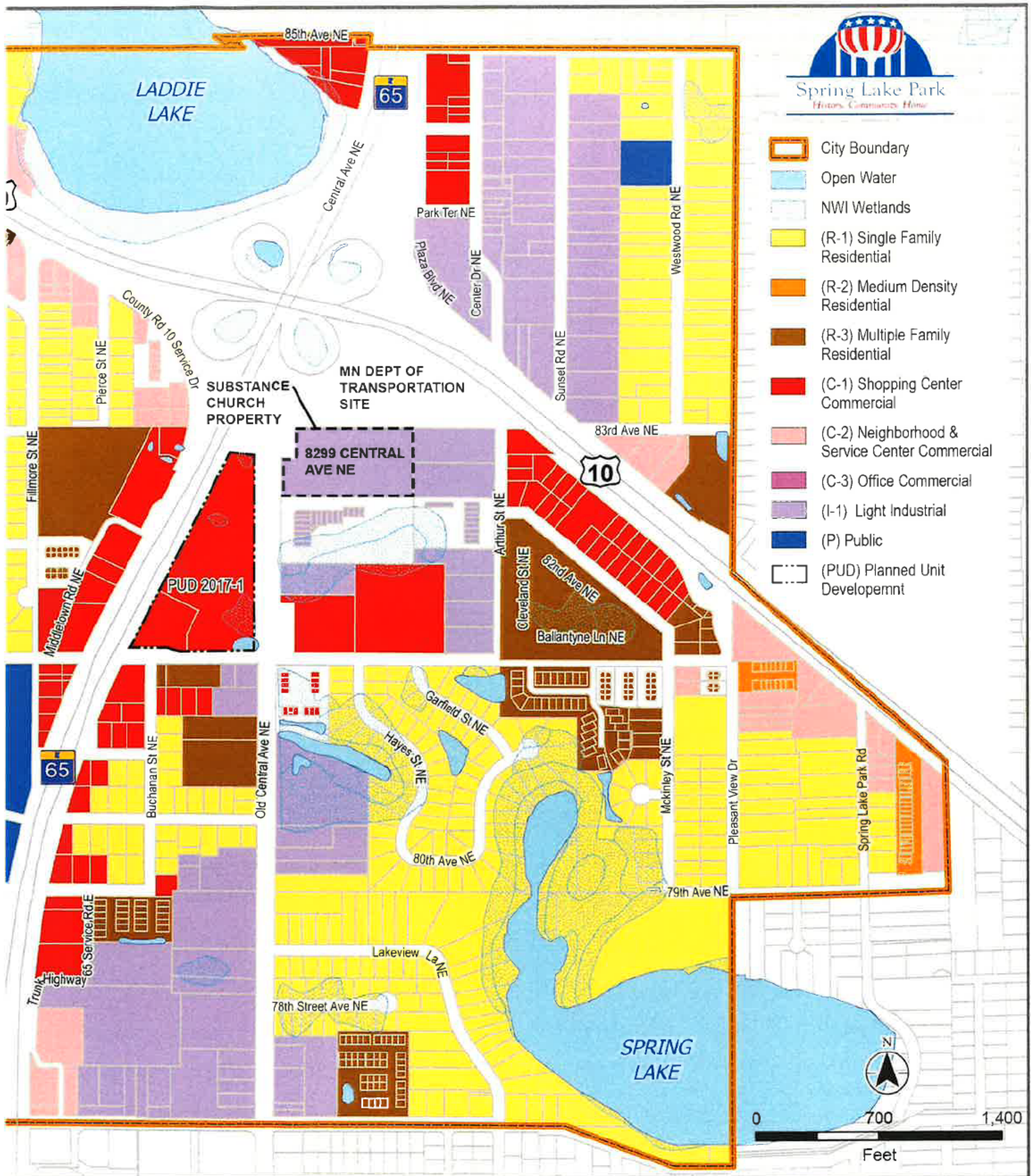
I acknowledge that I have read the statement entitled "Application Fees and Expenses" as listed above.

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

Applicant:  Date: 6/30/2026

Owner: _____ Date: _____

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



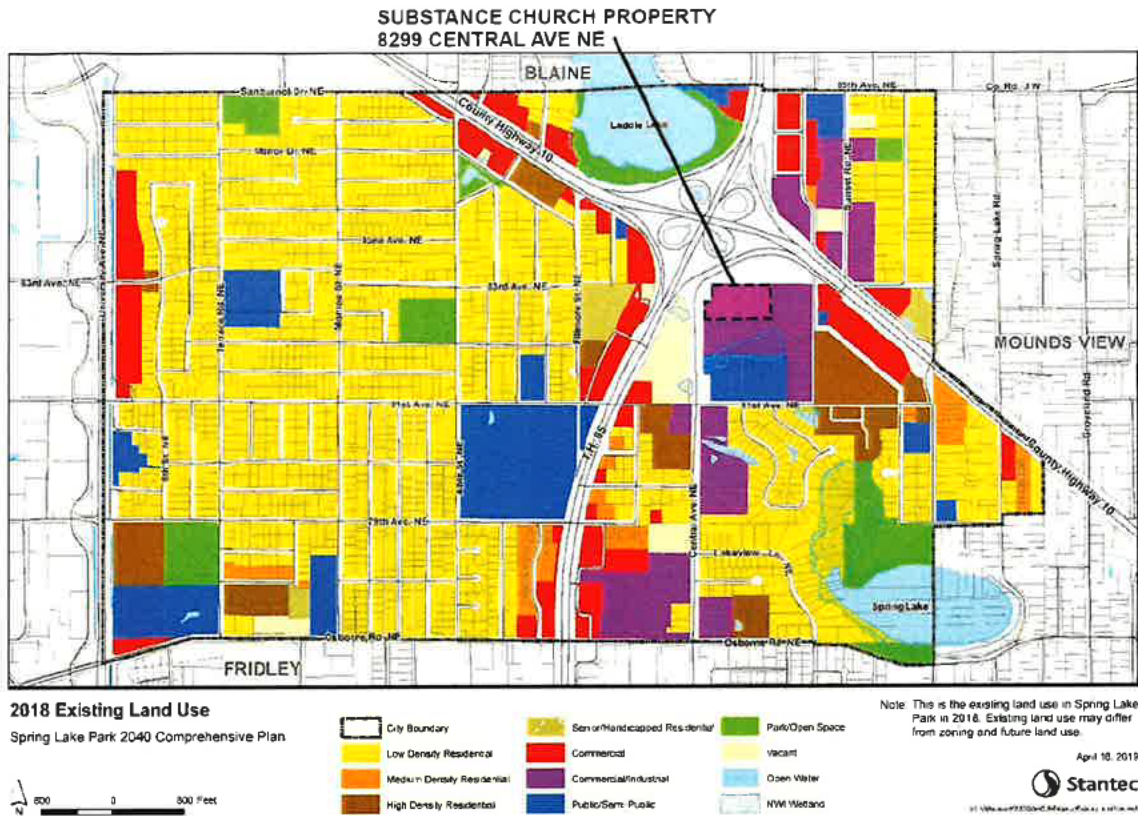


FIGURE 2-1: 2018 EXISTING LAND USE

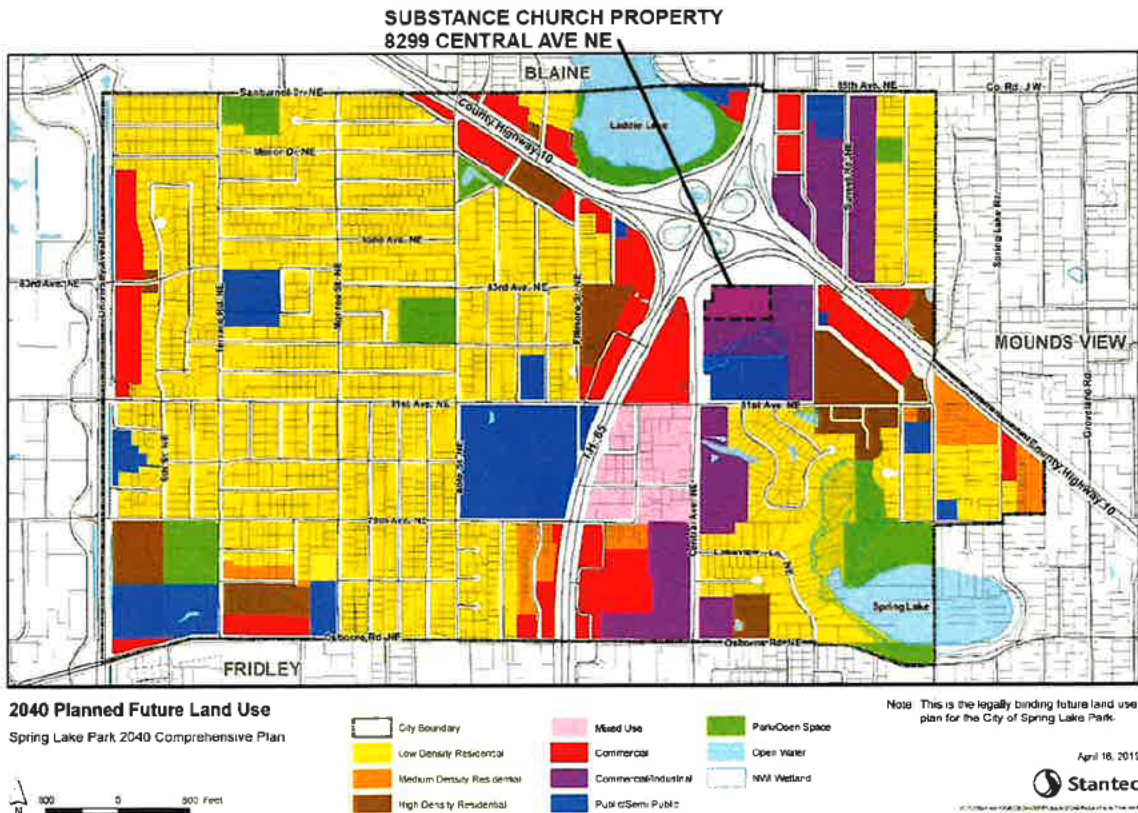
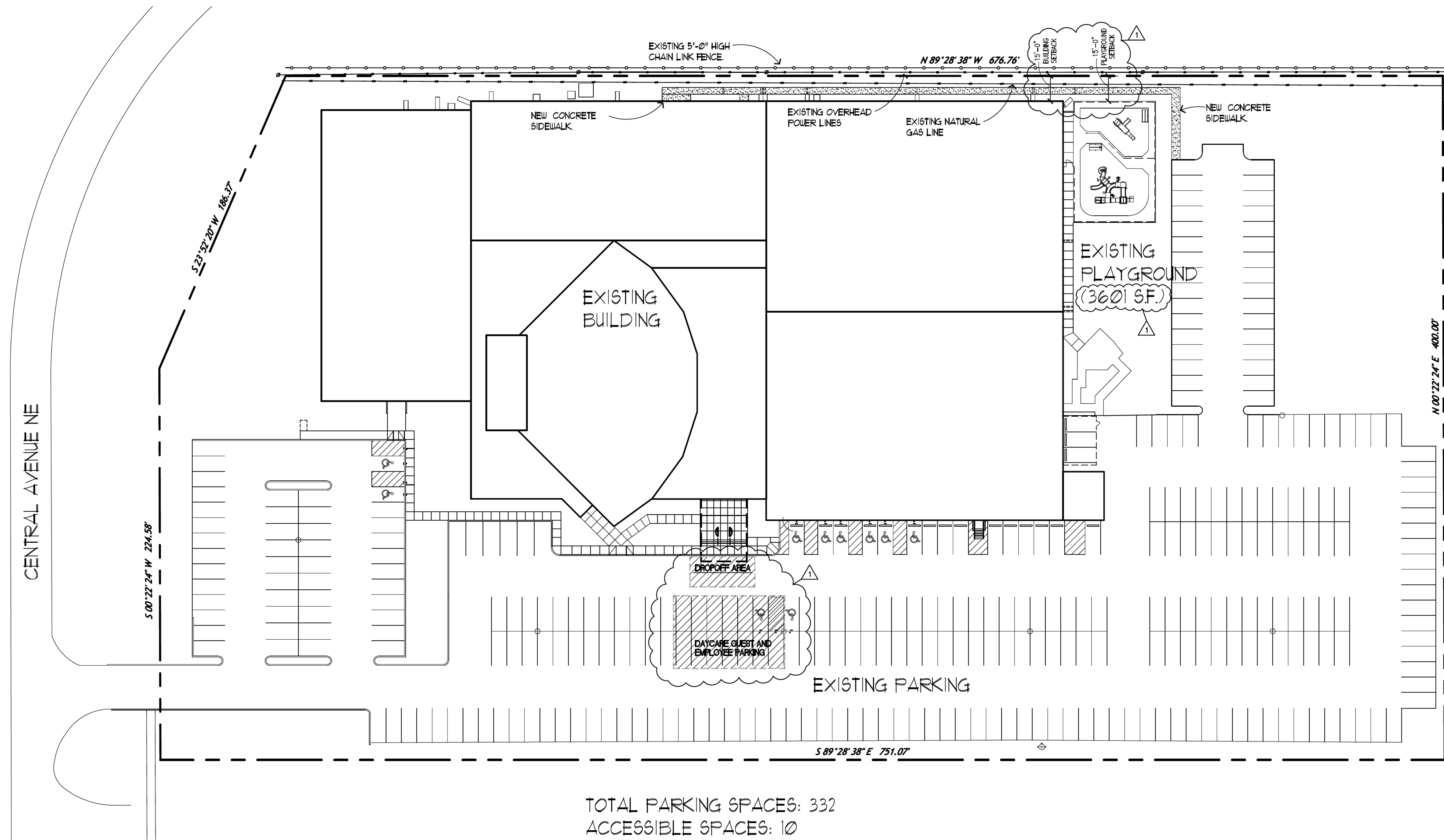


FIGURE 2-2: 2040 PLANNED FUTURE LAND USE

$$1/16^{\circ} = 1'-0''$$



TOTAL PARKING SPACES: 332
ACCESSIBLE SPACES: 10

1 SITE PLAN 1" = 30'-0"

2026 INFORMATION

PROPOSED DAYCARE CONFIGURATION

INITIAL LICENSE	- ROOMS 153, 171, 181, 182 (SEE SHEET A3.0)
AREA CAPACITY	- 3,648 SF ÷ 35 SF/CHILD = 104 CHILD CAPACITY.
TOILET CAPACITY	- 104 CHILDREN ÷ 15 CHILDREN/FIXTURE = 7 TOILET FIXTURES REQUIRED.
	- SMALL RESTROOMS 184 & 185 - 4 FIXTURES.
	- LARGE RESTROOMS 155A & 151 - 12 FIXTURES.
PARKING REQUIRED	1 SPACE PER 10 CHILDREN. PARKING REQUIREMENT INCLUDES EMPLOYEES AND GUEST PARKING. 11 SPACES REQUIRED.

OTHER DAYCARE REQUIREMENTS

OUTSIDE PLAY AREA PROPOSED	- 3,601 SF
OUTSIDE PLAY AREA CAPACITY	- 3,601 SF ÷ 75 SF/CHILD = 48 CHILD CAPACITY.
MINIMUM SPACE REQUIRED	- 15,000 SF

OTHER REQUIRED DAYCARE INTERIOR SPACES

SEE SHEET A3.0 FOR ROOM LOCATIONS.

- QUIET ROOM/ SICK ROOM - ROOM 183
- FOOD SERVICE STAGING AREA - ROOM 230
- DAYCARE OFFICE - ROOM 200
- OPTIONAL DAYCARE DIRECTOR'S OFFICE - ROOM 201

NOTE:

THE PURPOSE OF THIS ARCHITECTURAL SITE PLAN DRAWING IS PRIMARILY FOR CODE, DETAIL REFERENCE, AND CONTEXT ONLY. THE ONLY SITE WORK OCCURRING IS THE ADDITION OF SIDEWALKS ON THE NORTH SIDE OF THE BUILDING.

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

DENNIS BATTY

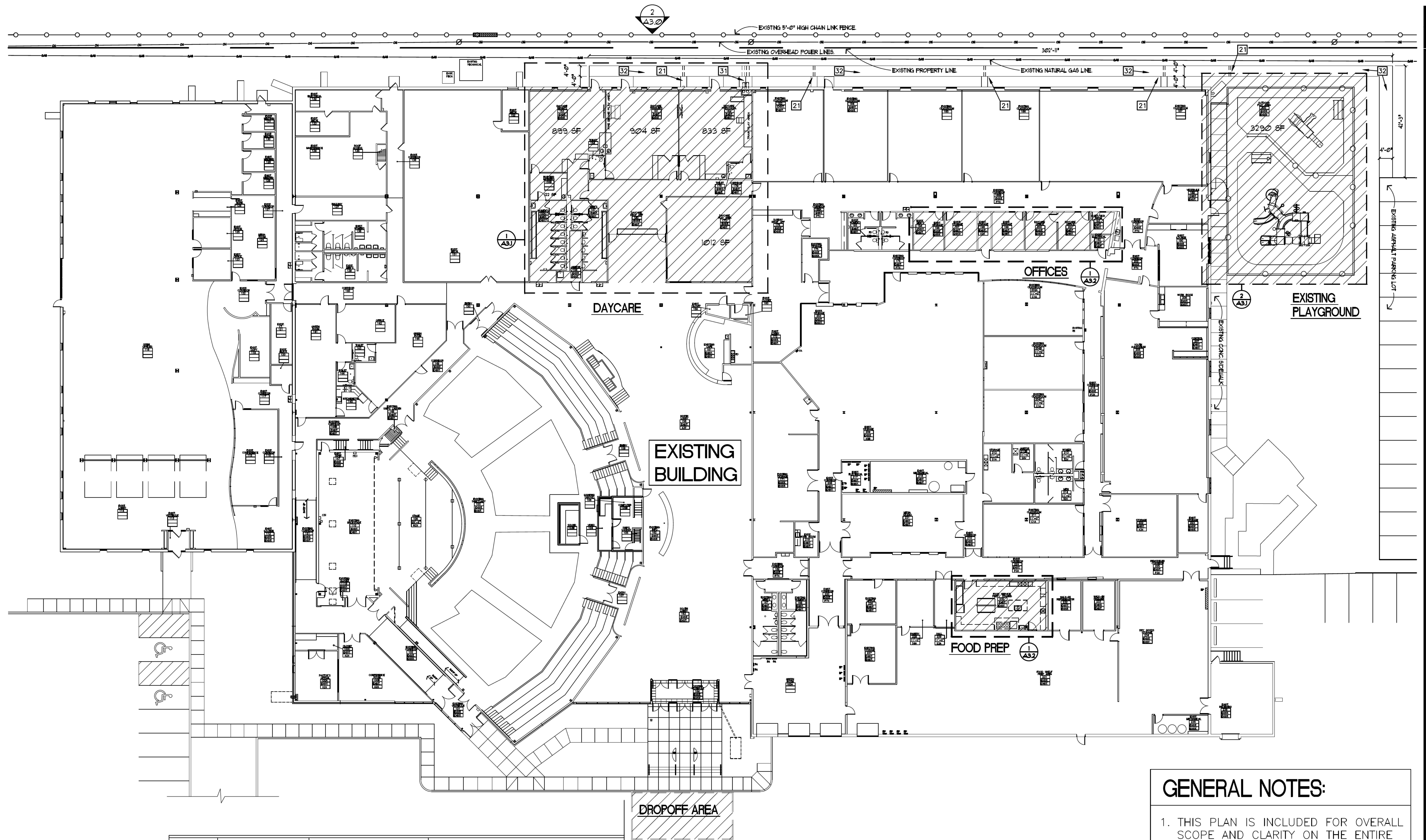
DATE: 9-26-25 REG. NO. 0190

2025 DAYCARE CERTIFICATION FOR: SUBSTANCE CHURCH

8290 CENTRAL AVE NE

SPRING LAKE PARK, MN

SITE PLAN



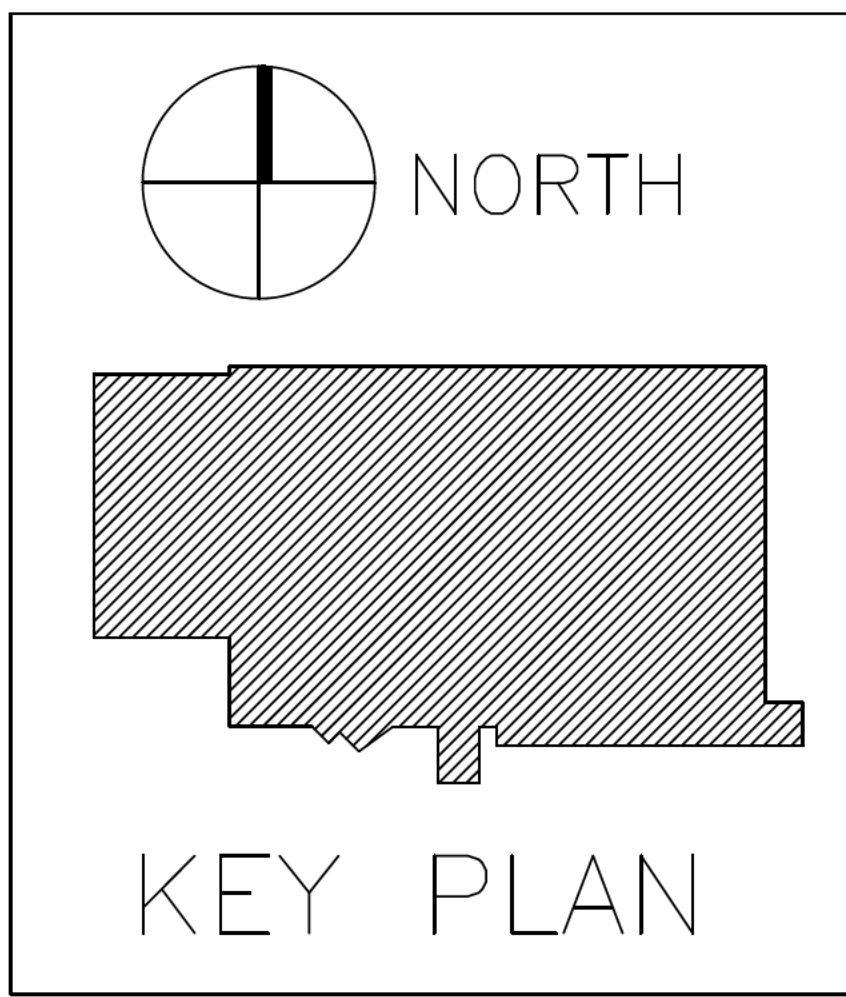
GENERAL NOTES:

1. THIS PLAN IS INCLUDED FOR OVERALL SCOPE AND CLARITY ON THE ENTIRE BUILDING FLOOR PLAN. SEE PLAN DETAILS REFERENCED ON THIS SHEET.
2. SEE SHEETS A3.1 OR A3.2 FOR NUMBERED PLAN NOTES.

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

Dennis Batty

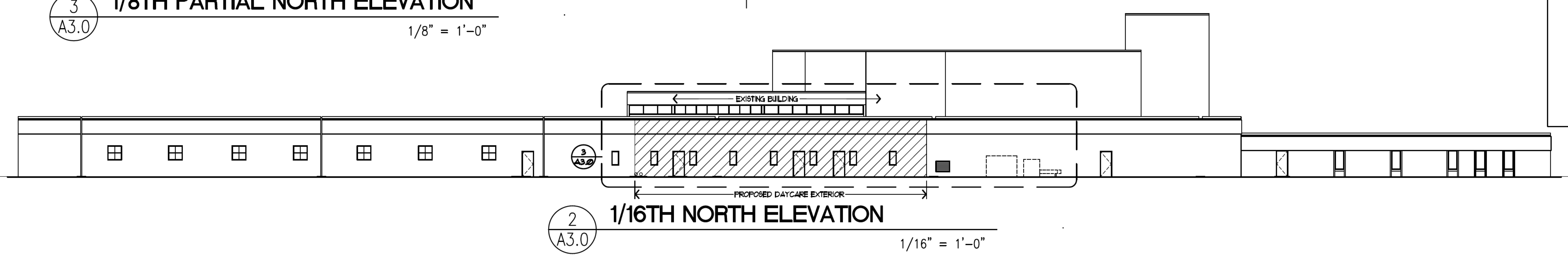
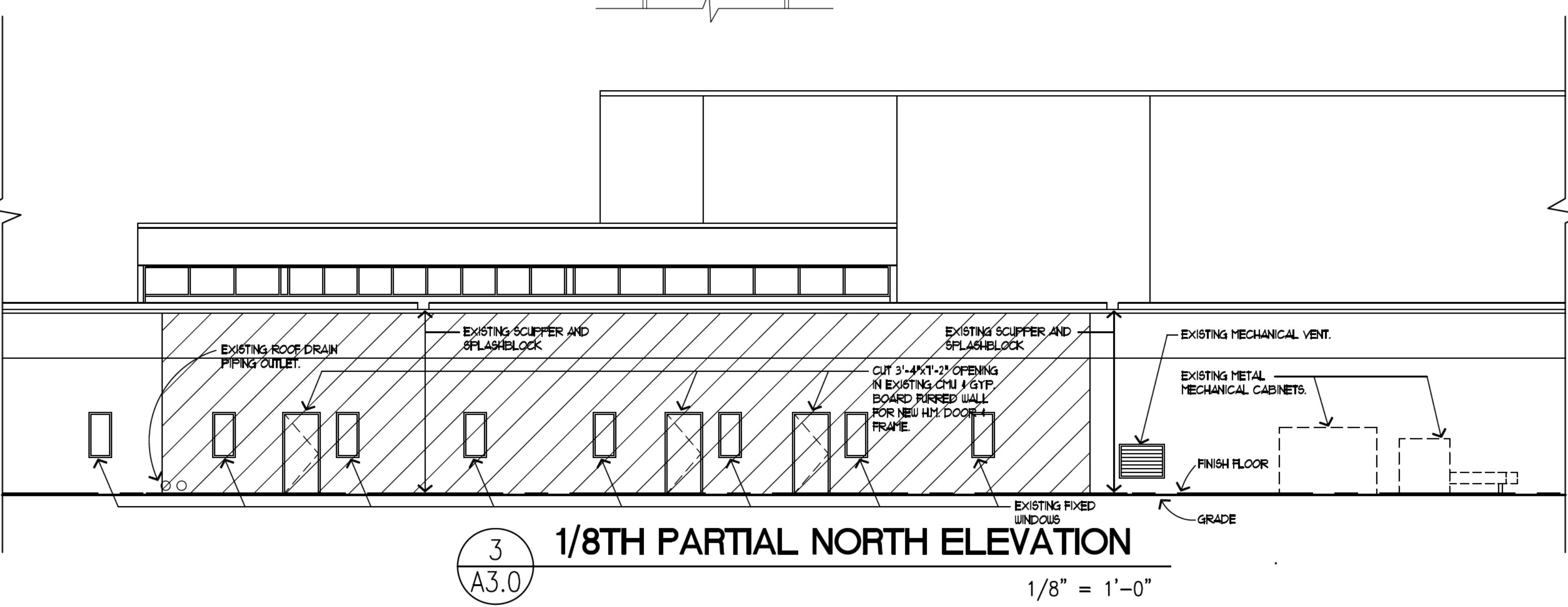
DENNIS BATTY
DATE: 9-26-25 REG. NO. 0190



2025 DAYCARE CERTIFICATION FOR: SUBSTANCE CHURCH
8298 CENTRAL AVE NE
SPRING LAKE PARK, MN

1/16TH SCALE MAIN FLOOR PLAN & ELEVATIONS

A3.0



OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park Planning Commission was held on August 24, 2026, at the City Hall, at 7:00 PM.

1. CALL TO ORDER

Chair Hansen called the meeting to order at 7:00 PM.

2. ROLL CALL

MEMBERS PRESENT

Chair Hans Hansen
Commissioner Rick Cobbs
Commissioner Eric Julien
Commissioner Steve Coyle
Commissioner Kristi Goldstein

MEMBERS ABSENT

STAFF PRESENT

Building Official Jeff Baker, City Planner Beth Elliott

VISITORS

Ken Wending	547 81 st Ave NE	Spring Lake Park MN
Rick Frith	8299 Central Avenue NE	Spring Lake Park MN
Emily Lambert	8299 Central Avenue NE	Spring Lake Park MN
Jenny Vazquez-Kessel	8040 McKinley Street NE	Spring Lake Park MN
Nathan Puccini	8299 Central Avenue NE	Spring Lake Park MN
Johanna Richards & Peter Janoski	8035 Benjamin Street NE	Spring Lake Park MN

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF MINUTES

A. Approval of Minutes – May 26, 2026 Meeting

Motion made by Commissioner Julien, seconded by Commissioner Cobbs, to approve the minutes from the May 26, 2026 Planning Commission meeting.

Voting Yea: Commissioner Cobbs, Commissioner Julien, Commissioner Coyle, Commissioner Goldstein, Chairperson Hansen. Motion carried.

5. PUBLIC HEARING

A. Public Hearing: Variance Request for Rear Yard Setback – 8035 Benjamin Street NE

Building Official Baker presented the variance request for 8035 Benjamin Street NE, which is within the Spring Lake Park Villas PUD. He said the applicant seeks a variance from the rear-yard setback requirement in the R3 district to allow a covered patio structure. Baker explained that a roofed patio was constructed in 2025 without required permits or zoning approvals, and staff later determined a portion of the structure extended onto an adjacent property. He noted the applicant subsequently withdrew the application, modified the structure so it is now entirely on their property, and resubmitted the request. Baker noted the property's unusual lot configuration within the 1994 PUD and stated that these physical characteristics constitute unique circumstances supporting the variance.

Staff recommended approval, finding the proposed roofed accessory structure to be a reasonable residential use, with the following five conditions:

1. The structure must remain entirely within the property boundaries.
2. It must substantially conform to the submitted plans.
3. All required building permits and inspections must be obtained.
4. The structure must comply with applicable building, drainage, and fire-safety codes.
5. The variance approval is not effective until all administrative penalties, permit fees, and other charges associated with the prior unauthorized construction are paid in full.

Ms. Richards stated the patio and pergola were initially constructed without proper permits due to time constraints and inexperience with the permitting process.

Commissioner Julien asked about HOA opposition, and staff noted the HOA had expressed concerns related specifically to the zero-foot rear setback. Ms. Richards indicated willingness to comply with all requirements and clarify plans with the homeowners' association (HOA), noting that earlier HOA concerns were related to discrepancies between submitted plans and the structure that had been built.

Commissioner Coyle inquired about drainage impacts and required structural safety measures. Building Official Baker reported that the existing patio slab slopes away from the home in multiple directions, directing water toward designated discharge areas and the rear drainage corridor. He stated he does not anticipate drainage issues from the proposed covered structure. Baker also noted that footing and anchoring requirements will be verified during the building permit review.

Chairperson Hansen opened the public hearing at 7:12 PM.

A neighboring property owner spoke and indicated they had no objection as long as the structure remains entirely on the applicant's property.

Chairperson Hansen closed the public hearing at 7:14 PM.

Motion made by Commissioner Coyle, seconded by Commissioner Goldstein to recommend approval of the Variance Request for the rear-yard setback at 8035 Benjamin Street NE.

Voting Yea: Commissioner Cobbs, Commissioner Julien, Commissioner Coyle, Commissioner Goldstein, Chairperson Hansen. Motion carried.

B. Public Hearing: Comprehensive Plan Amendment, Zoning Map Amendment, and Conditional Use Permit for a Child Daycare Use within Substance Church

Planner Beth Elliot explained that Substance Church is requesting approval for a 5,000-square-foot daycare within its existing facility at 8299 Center Avenue. She said the proposal requires three actions: a Comprehensive Plan amendment from Commercial/Industrial to Commercial, rezoning from I-1 Light Industrial to C-1 Shopping Center Commercial, and a Conditional Use Permit for the daycare use. She noted the site's proximity to other commercial uses supports the changes and that all findings and standard conditions are included in the staff report. Elliot outlined the commission's options to recommend approval, denial, or tabling and offered to answer questions.

Representatives from Substance Church, including Board Member Rick Frith, Executive Pastor Nate McGee, and Children's Ministry staff member Emily Lambert, addressed the commission. They stated that the applications aim to align the property's long-term land use with its current operations and to establish a weekday childcare facility as an extension of the church's existing family-focused services. They expressed appreciation for staff assistance during the application process and noted their desire to strengthen their partnership with Spring Lake Park and serve local families.

Commissioner Coyle asked whether the proposed daycare would have an age limit, and whether the daycare may expand in the future to include elementary-aged or after-school programs. Mr. Frith stated that the initial phase will serve children from infancy through pre-kindergarten, but additional programs could be considered later after completing licensing, evaluating demand, and coordinating with the city. He emphasized that any expansion would require ensuring adequate facilities, staffing, and compliance with state requirements.

Mr. Frith confirmed the daycare would be open to the public, not limited to church members, and noted an initial capacity of 42 children based on current restroom facilities. They explained that future expansion up to approximately 72 children may be possible if additional bathrooms are added and if demand warrants it.

Commissioner Julien inquired about long term plans. Mr. Frith acknowledged that broader educational initiatives could be considered in the future but that no specific plans for a private school currently exist.

Commissioners discussed the proximity of other child-focused facilities near City Hall and noted the compatibility of the proposed use with surrounding development. Staff also clarified past inquiries related to state-mandated allowances for small accessory dwellings at places of worship. Mr. Frith applicant additionally referenced prior coordination with the city on their existing playground to ensure proper setbacks.

Chairperson Hansen opened the public hearing at 7:29 PM.

Chairperson Hansen closed the public hearing at 7:30 PM.

Motion made by Commissioner Cobbs, seconded by Commissioner Julien to recommend approval of the Comprehensive Plan Amendment, the Rezoning Request and the Conditional Use Permit for Substance Church, subject to the conditions outlined below:

Comprehensive Plan Amendment

Findings of Fact:

- The applicant proposes operating a Child Daycare Facility use within a portion of the existing Substance Church building located at 8299 Central Avenue NE (Parcel ID 01-30-24-13-0002). The daycare will occupy approximately 5,000 square feet of the existing 104,000-square-foot church building and will utilize existing classroom, office, restroom, and support spaces.
- The Commercial future land use designation better reflects the property's existing church use and the proposed childcare/daycare facility than the current Commercial/Industrial designation.
- The proposed Comprehensive Plan Amendment is consistent with the City's long-term land use goals and policies by supporting a community-serving institutional use within an area characterized by commercial development.
- The requested rezoning from I-1 Light Industrial to C-1 Shopping Center Commercial is compatible with the surrounding development pattern, including adjacent commercial uses and nearby community-serving establishments.
- The proposed rezoning brings the property's zoning classification into better alignment with both its existing use as a public place of worship and its proposed use as a childcare/daycare facility.
- Child daycare facilities are allowed as a conditional use within the C-1 Shopping Center Commercial District, and the applicant's proposed daycare facility is eligible for consideration through the Conditional Use Permit process.
- The existing church site contains established access drives, parking areas, sidewalks, and building infrastructure capable of accommodating the proposed daycare use. The site includes 332 off- street parking spaces, 10 accessible parking spaces, a designated drop-off area, and an existing 3,601-square-foot outdoor playground enclosed by a five-foot-high chain-link fence.

- The proposed daycare facility will provide an important community service by expanding access to childcare and early childhood services for local families while supporting the church's existing community-serving mission.

Conditions of Approval:

- 8299 Central Avenue NE (Parcel ID 01-30-24-13-0002) shall be re-designated from 'Commercial/Industrial' to 'Commercial' on the city's Future Land Use Map.
 - Following City Council approval, the amendment shall be submitted to the Metropolitan Council for review and final approval.
- The applicant shall obtain all applicable local, county, state, and federal permits and approvals associated with the comprehensive plan amendment request.
- The applicant shall comply with all applicable local, county, state, and federal regulations.
- The applicant shall pay all fees and escrows associated with this request.

Rezoning**Findings of Fact:**

- The applicant proposes operating a *Child Daycare Facility* use within a portion of the existing Substance Church building located at 8299 Central Avenue NE. The daycare will occupy approximately 5,000 square feet of the existing 104,000-square-foot church building and will utilize existing classroom, office, restroom, and support spaces.
- The proposed Comprehensive Plan Amendment is consistent with the City's long-term land use goals and policies by supporting a community-serving institutional use within an area characterized by commercial development.
- The requested rezoning from I-1 Light Industrial to C-1 Shopping Center Commercial is compatible with the surrounding development pattern, including adjacent commercial uses and nearby community-serving establishments.
- The proposed rezoning brings the property's zoning classification into better alignment with both its existing use as a public place of worship and its proposed use as a childcare/daycare facility.
- Child daycare facilities are allowed as a conditional use within the C-1 Shopping Center Commercial District, and the applicant's proposed daycare facility is eligible for consideration through the Conditional Use Permit process.

Conditions of Approval:

- 8299 Central Avenue NE (Parcel ID 01-30-24-13-0002) shall be rezoned from I-1 to C-1 on the city's Zoning Map. The rezoning request is contingent on approval of an amendment to the Future Land Use Map in the city's Comprehensive Plan.
- The applicant shall obtain all applicable local, county, state, and federal permits and approvals associated with the rezoning request.
- The applicant shall comply with all applicable local, county, state, and federal regulations.
- The applicant shall pay all fees and escrows associated with this request.

Conditional Use Permit**Finding of Facts:**

- The applicant proposes operating a Child Daycare Facility use within a portion of the existing Substance Church building located at 8299 Central Avenue NE. The daycare will occupy approximately 5,000 square feet of the existing 104,000-square-foot church building and will utilize existing classroom, office, restroom, and support spaces.
- The Commercial future land use designation better reflects the property's existing church use and the proposed childcare/daycare facility than the current Commercial/Industrial designation.
- The proposed Comprehensive Plan Amendment is consistent with the City's long-term land use goals and policies by supporting a community-serving institutional use within an area characterized by commercial development.
- The requested rezoning from I-1 Light Industrial to C-1 Shopping Center Commercial is compatible with the surrounding development pattern, including adjacent commercial uses and nearby community-serving establishments.
- The proposed rezoning brings the property's zoning classification into better alignment with both its existing use as a public place of worship and its proposed use as a childcare/daycare facility.
- Child daycare facilities are allowed as a conditional use within the C-1 Shopping Center Commercial District, and the applicant's proposed daycare facility is eligible for consideration through the Conditional Use Permit process.
- The existing church site contains established access drives, parking areas, sidewalks, and building infrastructure capable of accommodating the proposed daycare use. The site includes 332 off-street parking spaces, 10 accessible parking spaces, a designated drop-off area, and an existing 3,601-square-foot outdoor playground enclosed by a five-foot-high chain-link fence.
- The proposed daycare facility will provide an important community service by expanding access to childcare and early childhood services for local families while supporting the church's existing community-serving mission.
- The proposed use will operate within an existing building and is not expected to adversely affect surrounding properties, public health, safety, welfare, property values, or neighborhood character. The proposed use meets the criteria in Section 16.56.030(E)(1) of the Zoning Code for approval of a Conditional Use Permit.

Conditions of Approval:

- The applicant is authorized to operate a Child Daycare Facility use within the existing church building at 8299 Central Avenue NE according to the plans and materials submitted to and reviewed by the City for this request.
 - An amendment to this permit shall be required for any expansion of the daycare facility beyond those areas identified in the approved plans.
- The designated drop-off and pick-up area shown on the approved site plan shall be maintained and available for daycare operations, and pedestrian access between the drop-off area and daycare entrance shall be maintained.

- The outdoor play area and fencing shall be maintained in accordance with the approved site plan and applicable City Code requirements, including maintenance of the existing fencing around the outdoor play area.
- The applicant shall obtain all applicable local, county, state, and federal permits, approvals, inspections, certificates, and licenses required for operation of the daycare facility, including all required State of Minnesota childcare licensing approvals.
- The proposed *Child Daycare Facility* use shall comply with all applicable local, county, state, and federal regulations, including building code, fire code, accessibility, health, safety, and childcare licensing requirements.
- A certificate of occupancy shall be obtained prior to commencement of daycare operations.
 - Prior to issuing a certificate of occupancy, city staff shall verify the daycare's licensed capacity, staffing levels, hours of operation, and pick-up/drop-off procedures to ensure that the proposed use has sufficient off-street parking and on-site circulation.
- The applicant shall pay all fees and escrows associated with this CUP request.
- Any violation of the conditions of approval or applicable City Code requirements may result in review or revocation of the Conditional Use Permit in accordance with City Code provisions.

Voting Yea: Commissioner Cobbs, Commissioner Julien, Commissioner Coyle, Commissioner Goldstein, Chairperson Hansen. Motion carried.

6. OTHER

A. Council/Board/Commission Comprehensive Plan Survey

Building Official Baker informed the commission that a memo had been sent out regarding the 2050 Comprehensive Plan Visioning Survey. He said the survey was distributed to the Planning Commission, City Council, Park and Rec Commission, and department heads. He noted that the survey should take about 15 minutes to complete. Baker said that the survey includes several questions aimed at gathering input on what representatives would like to see for the future of Spring Lake Park. He pointed out that the meeting packet contains a QR code linking directly to the survey website.

7. ADJOURN

Motion made by Commissioner Julien, seconded by Commissioner Coyle to adjourn.

Voting Yea: Commissioner Cobbs, Commissioner Julien, Commissioner Coyle, Commissioner Goldstein, Chairperson Hansen. Motion carried.

Meeting adjourned at 7:35 PM.

ORDINANCE NO. 511

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF SPRING LAKE PARK FOR 8299 CENTRAL AVENUE NE

WHEREAS, Substance Church (the “Applicant”) has requested that the property located at 8299 Central Avenue NE, Parcel ID 01-30-24-13-0002, be rezoned from I-1 Light Industrial to C-1 Shopping Center Commercial; and

WHEREAS, the Applicant proposes to operate a Child Daycare Facility within approximately 5,000 square feet of the existing Substance Church building, and a Child Daycare Facility is allowed as a conditional use in the C-1 Shopping Center Commercial District; and

WHEREAS, the Planning Commission held a duly noticed public hearing on August 24, 2026, and recommended approval of the rezoning based on the findings and conditions set forth in the August 25, 2026 staff memorandum; and

WHEREAS, the City Council has reviewed the application, supporting materials, Planning Commission recommendation, and staff memorandum and finds the rezoning consistent with the considerations in Section 16.60.050(A)(4) of the Spring Lake Park Zoning Code.

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

Section 1. Findings of Fact. The City Council adopts the following findings in support of the rezoning:

1. The applicant proposes operating a Child Daycare Facility use within a portion of the existing Substance Church building located at 8299 Central Avenue NE. The daycare will occupy approximately 5,000 square feet of the existing 104,000-square-foot church building and will utilize existing classroom, office, restroom, and support spaces.
2. The proposed Comprehensive Plan Amendment is consistent with the City's long-term land use goals and policies by supporting a community-serving institutional use within an area characterized by commercial development.
3. The requested rezoning from I-1 Light Industrial to C-1 Shopping Center Commercial is compatible with the surrounding development pattern, including adjacent commercial uses and nearby community-serving establishments.
4. The proposed rezoning brings the property's zoning classification into better alignment with both its existing use as a public place of worship and its proposed use as a childcare/daycare facility.
5. Child daycare facilities are allowed as a conditional use within the C-1 Shopping Center Commercial District, and the applicant's proposed daycare facility is eligible for consideration through the Conditional Use Permit process.

Section 2. Zoning Map Amendment. The Official Zoning Map of the City of Spring Lake Park is hereby amended to rezone the property commonly known as 8299 Central Avenue NE,

Parcel ID 01-30-24-13-0002, and legally described in Exhibit A, from I-1 Light Industrial to C-1 Shopping Center Commercial.

Section 3. Conditions of Approval. The rezoning is approved subject to the following conditions:

1. 8299 Central Avenue NE (Parcel ID 01-30-24-13-0002) shall be rezoned from I-1 to C-1 on the City's Zoning Map. The rezoning request is contingent on approval of an amendment to the Future Land Use Map in the City's Comprehensive Plan.
2. The applicant shall obtain all applicable local, county, state, and federal permits and approvals associated with the rezoning request.
3. The applicant shall comply with all applicable local, county, state, and federal regulations.
4. The applicant shall pay all fees and escrows associated with this request.

Section 4. Official Zoning Map. The Administrator, Clerk/Treasurer is authorized and directed to cause the Official Zoning Map to be amended to reflect the rezoning following satisfaction of the conditions stated in this Ordinance.

Section 5. Effective Date. This Ordinance shall be in full force and effect upon the later of (a) publication as required by law, and (b) final approval by the Metropolitan Council of the related Comprehensive Plan Future Land Use Map amendment.

PASSED AND ADOPTED BY THE SPRING LAKE PARK CITY COUNCIL ON THIS 8TH DAY OF SEPTEMBER, 2026.

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

Presiding Officer

A t t e s t

Robert Nelson, Mayor, Spring Lake
Park

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

ORDINANCE NO. 511

**EXHIBIT A
LEGAL DESCRIPTION**

The North 400 feet of the West 676.07 feet of Lot 8, Auditor's Subdivision No. 152, Anoka County, Minnesota, together with that part of vacated County State Aid Highway No. 35 adjoining said parcel and lying Northerly of the Westerly extension of the South line of said North 400 feet.

CITY OF SPRING LAKE PARK

RESOLUTION NO. 2026-39

**A RESOLUTION APPROVING SUMMARY PUBLICATION OF ORDINANCE NO. 511,
AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF
SPRING LAKE PARK FOR 8299 CENTRAL AVENUE NE**

WHEREAS, the City Council of the City of Spring Lake Park has adopted Ordinance No. 511, entitled “An Ordinance Amending the Official Zoning Map of the City of Spring Lake Park for 8299 Central Avenue NE;” and

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

WHEREAS, the City Council has reviewed the summary of Ordinance No. 511 set forth below and determines that it clearly informs the public of the intent and effect of the ordinance.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Spring Lake Park, Minnesota that the following summary of Ordinance No. 511 is approved for publication:

On September 8, 2026, the Spring Lake Park City Council adopted Ordinance No. 511, amending the City's Official Zoning Map for the property located at 8299 Central Avenue NE (Parcel ID 01-30-24-13-0002). The ordinance rezones the property from I-1 Light Industrial to C-1 Shopping Center Commercial. The rezoning is intended to better align the zoning classification with the property's existing use as a public place of worship and the proposed Child Daycare Facility use, which is allowed as a conditional use in the C-1 district. The rezoning is contingent upon approval of the related Comprehensive Plan Future Land Use Map amendment from “Commercial/Industrial” to “Commercial.”

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

The foregoing Resolution was moved for adoption by .

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 8th day of September, 2026.

APPROVED BY:

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator

CITY OF SPRING LAKE PARK

RESOLUTION NO. 2026-40

**A RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR A CHILD
DAYCARE FACILITY WITHIN SUBSTANCE CHURCH
8299 CENTRAL AVENUE NE**

WHEREAS, Substance Church (the “Applicant”) has applied for a Conditional Use Permit to operate a Child Daycare Facility within a portion of the existing church building at 8299 Central Avenue NE, Parcel ID 01-30-24-13-0002; and

WHEREAS, the proposed Child Daycare Facility will occupy approximately 5,000 square feet of the existing 104,000-square-foot church building and will utilize existing classroom, office, restroom, and support spaces; and

WHEREAS, the Planning Commission held a duly noticed public hearing on August 24, 2026, to consider the application and recommended approval of the Conditional Use Permit based on the findings and conditions set forth in the August 25, 2026 staff memorandum; and

WHEREAS, the City Council has reviewed the application, supporting materials, Planning Commission recommendation, and staff memorandum and finds that the proposed use meets the conditional use standards set forth in Section 16.56.030(E)(1) of the Spring Lake Park Zoning Code.

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

1. **Approval.** A Conditional Use Permit is hereby granted to Substance Church to operate a Child Daycare Facility within the existing church building at 8299 Central Avenue NE, Parcel ID 01-30-24-13-0002, legally described in Exhibit A. This approval shall become effective upon the effective date of the related rezoning of the property to C-1 Shopping Center Commercial and final approval of the related Comprehensive Plan Amendment by the Metropolitan Council.
2. **Conditions of Approval.** The Conditional Use Permit is subject to the following conditions:
 - a. The applicant is authorized to operate a Child Daycare Facility use within the existing church building at 8299 Central Avenue NE according to the plans and materials submitted to and reviewed by the City for this request.
 - i. An amendment to this permit shall be required for any expansion of the daycare facility beyond those areas identified in the approved plans.
 - b. The designated drop-off and pick-up area shown on the approved site plan shall be maintained and available for daycare operations, and pedestrian access between the drop-off area and daycare entrance shall be maintained.
 - c. The outdoor play area and fencing shall be maintained in accordance with the approved site plan and applicable City Code requirements, including maintenance of the existing fencing around the outdoor play area.

- d. The applicant shall obtain all applicable local, county, state, and federal permits, approvals, inspections, certificates, and licenses required for operation of the daycare facility, including all required State of Minnesota childcare licensing approvals.
 - e. The proposed Child Daycare Facility use shall comply with all applicable local, county, state, and federal regulations, including building code, fire code, accessibility, health, safety, and childcare licensing requirements.
 - f. A certificate of occupancy shall be obtained prior to commencement of daycare operations.
 - i. Prior to issuing a certificate of occupancy, City staff shall verify the daycare's licensed capacity, staffing levels, hours of operation, and pick-up/drop-off procedures to ensure that the proposed use has sufficient off-street parking and on-site circulation.
 - g. The applicant shall pay all fees and escrows associated with this CUP request.
 - h. Any violation of the conditions of approval or applicable City Code requirements may result in review or revocation of the Conditional Use Permit in accordance with City Code provisions.
3. **Findings of Fact.** The City Council makes the following findings in support of the Conditional Use Permit:
- a. The applicant proposes operating a Child Daycare Facility use within a portion of the existing Substance Church building located at 8299 Central Avenue NE. The daycare will occupy approximately 5,000 square feet of the existing 104,000-square-foot church building and will utilize existing classroom, office, restroom, and support spaces.
 - b. The Commercial future land use designation better reflects the property's existing church use and the proposed childcare/daycare facility than the current Commercial/Industrial designation.
 - c. The proposed Comprehensive Plan Amendment is consistent with the City's long-term land use goals and policies by supporting a community-serving institutional use within an area characterized by commercial development.
 - d. The requested rezoning from I-1 Light Industrial to C-1 Shopping Center Commercial is compatible with the surrounding development pattern, including adjacent commercial uses and nearby community-serving establishments.
 - e. The proposed rezoning brings the property's zoning classification into better alignment with both its existing use as a public place of worship and its proposed use as a childcare/daycare facility.
 - f. Child daycare facilities are allowed as a conditional use within the C-1 Shopping Center Commercial District, and the applicant's proposed daycare facility is eligible for consideration through the Conditional Use Permit process.
 - g. The existing church site contains established access drives, parking areas, sidewalks, and building infrastructure capable of accommodating the proposed daycare use. The site includes 332 off-street parking spaces, 10 accessible parking spaces, a designated drop-off area, and an existing 3,601-square-foot outdoor playground enclosed by a five-foot-high chain-link fence.

- h. The proposed daycare facility will provide an important community service by expanding access to childcare and early childhood services for local families while supporting the church's existing community-serving mission.
 - i. The proposed use will operate within an existing building and is not expected to adversely affect surrounding properties, public health, safety, welfare, property values, or neighborhood character. The proposed use meets the criteria in Section 16.56.030(E)(1) of the Zoning Code for approval of a Conditional Use Permit.
- 4. **Recording.** The Conditional Use Permit shall be recorded against the property by the City following its effective date.
- 5. **Revocation.** The City reserves the right to review or revoke this permit in accordance with City Code if the conditions of approval are violated or the use otherwise fails to comply with applicable City Code requirements.

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 8th day of September, 2026.

APPROVED BY:

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator

EXHIBIT A
LEGAL DESCRIPTION

The North 400 feet of the West 676.07 feet of Lot 8, Auditor's Subdivision No. 152, Anoka County, Minnesota, together with that part of vacated County State Aid Highway No. 35 adjoining said parcel and lying Northerly of the Westerly extension of the South line of said North 400 feet.

Memorandum

To: Chair Hansen and Members of the Planning Commission

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

Date: June 12, 2026

Subject: Variance – 8035 Benjamin St NE

Background

Johanna Richards, 8035 Benjamin St NE, has applied for a variance from the rear yard setback requirement in the R-3 zoning district to accommodate a covered patio.

The subject property is located within the Spring Lake Park Villas development, which was approved by the City as a Planned Unit Development (PUD) in 1994. The development consists of townhouse lots that were designed and platted as part of an integrated development plan approved by the City.

In 2025, the applicant constructed a roofed patio structure without first obtaining the required building permit or zoning approvals. Following construction, the applicant submitted a variance application seeking relief from the required rear yard setback.



During review of the 2025 application, City staff determined that a portion of the structure extended beyond the applicant's property line and onto neighboring property. Because the City cannot authorize improvements located on property not owned by the applicant, staff advised the applicant that denial of the request would be recommended. The applicant subsequently withdrew the application and modified the structure.

The current application reflects a reduced structure that is located entirely on the applicant's property. The present request is limited to relief from the required rear yard setback.

Analysis

The property is zoned R-3 Multiple Family Residential. Section 16.64.050(A)(5) establishes a minimum rear yard setback of thirty (30) feet. The PUD reduced these setbacks even further to match the original building footprint that was constructed.

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

"The City Council may grant a variance from the strict application of this title and impose conditions and safeguards on the variance so granted only in instances where their strict enforcement would cause practical difficulties in complying with the official control because of circumstances unique to the individual property under consideration, and may grant a variance only when it is demonstrated that such actions will be in harmony with the general purposes and intent of this title and when the variances are consistent with the Comprehensive Plan. "Practical difficulties" as used in connection with granting of a variance means that the property owner proposes to use the property in a reasonable manner not permitted by an official control, the plight of the landowner is due to circumstances unique to the property not created by the landowner, and the variance, if granted, will not alter the essential character of the locality. Economic considerations alone do not constitute practical difficulties. Practical difficulties also includes, but is not limited to, direct sunlight for solar energy systems. A variance shall not be granted to allow a use that is not allowed in the zoning district involved."

Reasonable use. The proposed structure is a customary residential accessory structure intended to provide outdoor living space for the occupants of the townhouse. Staff finds that the proposed use is reasonable.

Unique circumstances. The subject property is located within a townhouse PUD that was designed with relatively small lots and limited rear yard areas. A review of the development pattern indicates that many of the lots within the development were created around approved townhouse structures and differ substantially from conventional residential lots elsewhere in the City.

The applicant's decision to construct the structure prior to obtaining permits and zoning approvals is a concern. However, the variance request must be evaluated based upon the physical characteristics of the property and the practical difficulties associated with complying with the setback requirement. Staff finds that the lot configuration and development pattern established through the original PUD approval constitute circumstances unique to the property.

Essential character of the locality. The structure is residential in nature and is consistent with the character of the surrounding townhouse development. The revised structure is located entirely on the applicant's property and will not alter the essential character of the neighborhood. Staff finds this criterion is met.

Staff Recommendation

Staff finds that the proposed roofed accessory structure represents a reasonable residential use, that the property contains unique circumstances associated with its location within an established townhouse PUD, and that the requested variance will not alter the essential character of the neighborhood.

Therefore, staff recommends approval of the variance subject to the following conditions:

1. The structure shall remain entirely within the boundaries of the subject property.
2. The structure shall substantially conform to the plans submitted with the variance application.
3. The applicant shall obtain all required building permits and inspections.
4. The structure shall comply with all applicable building code, drainage, and fire safety requirements.
5. The variance approval shall not become effective until all outstanding administrative penalty fees, permit fees, and other charges associated with the unauthorized construction of the structure have been paid in full.

Planning Commission Recommendation

The Planning Commission conducted a public hearing on August 24, 2026. The Commission reviewed the staff analysis and the five recommended conditions of approval. During the hearing, a neighboring property owner stated that there was no objection to the variance provided the structure remains entirely on the applicant's property. Commissioners also discussed HOA concerns, drainage, and structural safety requirements.

Following the public hearing, the Planning Commission unanimously recommended approval of the rear yard setback variance for 8035 Benjamin Street NE.

Requested Council Action

If the City Council concurs with the Planning Commission's recommendation, a motion to approve Resolution 2026-41 would be in order.

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

CITY OF SPRING LAKE PARK

RESOLUTION NO. 2026-41

A RESOLUTION APPROVING A VARIANCE FROM THE REAR YARD SETBACK REQUIREMENT AT 8035 BENJAMIN STREET NE

WHEREAS, Johanna Richards (the “Applicant”), owner of the property located at 8035 Benjamin Street NE, legally described as Lot 3, Block 8, Spring Lake Park Villas, Anoka County, Minnesota (the “Property”), has applied for a variance from the rear yard setback requirement to allow a roofed patio/accessory structure; and

WHEREAS, the Property is zoned R-3 Multiple Family Residential and is located within the Spring Lake Park Villas Planned Unit Development, which was approved by the City in 1994 as an integrated townhouse development with relatively small lots and limited rear yard areas; and

WHEREAS, Section 16.64.050(A)(5) of the Spring Lake Park Zoning Code establishes a minimum rear yard setback of thirty (30) feet in the R-3 District, and the approved Planned Unit Development established setbacks tied to the original townhouse building footprints; and

WHEREAS, in 2025, a roofed patio structure was constructed without the required building permit or zoning approval, and a prior variance application was withdrawn after City staff determined that a portion of the structure extended beyond the Property; the structure has since been reduced and the current application depicts the structure entirely within the Property boundaries; and

WHEREAS, Section 16.60.040 of the Zoning Code authorizes the City Council to grant a variance when practical difficulties exist because of circumstances unique to the property, the proposed use is reasonable, the variance will not alter the essential character of the locality, and the variance is in harmony with the general purposes and intent of the Zoning Code and consistent with the Comprehensive Plan.

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

1. **Approval.** The City Council hereby approves a variance from the rear yard setback requirement applicable to the Property to allow the roofed patio/accessory structure in the location and configuration shown on the plans and survey submitted with the variance application, subject to the conditions stated below.
2. **Findings of Fact.** The City Council makes the following findings in support of the variance:
 - a. The Property is located at 8035 Benjamin Street NE, is zoned R-3 Multiple Family Residential, and is part of the Spring Lake Park Villas Planned Unit Development approved by the City in 1994.
 - b. The R-3 District establishes a thirty (30) foot minimum rear yard setback. The Spring Lake Park Villas Planned Unit Development was developed with relatively

small townhouse lots and setbacks tied closely to the original building footprints, resulting in limited rear yard areas on the Property and similarly situated lots within the development.

- c. The proposed roofed patio/accessory structure is a customary residential improvement intended to provide outdoor living space for the occupants of the townhouse. The proposed use of the Property is reasonable.
 - d. The practical difficulty supporting the variance arises from the size, configuration, and development pattern of the Property within the established townhouse Planned Unit Development. Those physical circumstances are unique to the Property and were established through the original development and platting of Spring Lake Park Villas.
 - e. Although the Applicant previously constructed the structure without the required approvals, the City Council does not rely on that action as a basis for the variance. The practical difficulty is based on the physical characteristics and development pattern of the Property, rather than circumstances created by the Applicant.
 - f. The revised structure is located entirely within the boundaries of the Property and substantially reduces the concerns associated with the prior application.
 - g. The structure is residential in nature and is compatible with the surrounding townhouse development. Granting the variance will not alter the essential character of the locality.
 - h. The variance allows a customary residential use while maintaining the residential character of the Property and neighborhood and is in harmony with the general purposes and intent of the Zoning Code and consistent with the Comprehensive Plan.
 - i. Economic considerations are not the basis for the variance, and the variance does not authorize a use that is otherwise prohibited in the R-3 District.
 - j. Based on the foregoing findings, the standards for practical difficulties in Section 16.60.040 of the Zoning Code are satisfied.
3. **Conditions of Approval.** The variance is subject to the following conditions:
- a. The structure shall remain entirely within the boundaries of the subject Property
 - b. The structure shall substantially conform to the plans submitted with the variance application.
 - c. The Applicant shall obtain all required building permits and inspections.
 - d. The structure shall comply with all applicable building code, drainage, and fire safety requirements.
 - e. The variance approval shall not become effective until all outstanding administrative penalty fees, permit fees, and other charges associated with the unauthorized construction of the structure have been paid in full.
 - f. The applicant shall pay all fees and escrows associated with this request.
4. **Effect of Approval.** This variance applies only to the roofed patio/accessory structure shown on the plans approved with this application. Any material expansion or alteration that increases the extent of the setback encroachment shall require further City review and approval as required by City Code.

The foregoing Resolution was moved for adoption by .

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 8th day of September, 2026.

APPROVED BY:

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator



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

For Office Use Only

Case Number:	
Fee Paid:	
Received by:	WB
Date Filed:	5/28/26
Date Complete:	
Base Fee:	250
Escrow:	300

DEVELOPMENT APPLICATION

TYPE OF APPLICATION (Check All That Apply)		
☐ Appeal	☐ Site Plan/Building Plan Review	☒ Variance
☐ Comprehensive Plan Amendment	☐ Concept Plan Review	☐ Minor Subdivision
☐ Ordinance Amendment (Text)	☐ Conditional Use Permit	☐ Lot Combination
☐ Rezoning	☐ Interim Use Permit	☐ Preliminary Plat
☐ Planned Unit Development	☐ Street or Easement Vacation	☐ Final Plat
PROPERTY INFORMATION		
Street Address: 8035 Benjamin St NE SLP, MN 55432		
Property Identification Number (PIN#): 04-8035-00-01		Current Zoning: R1
Legal Description: Residential (Attach if necessary)		
APPLICANT INFORMATION		
Name: Johann Richards	Business Name: N/A	
Address: same as above		
City/State/Zip Code:		
Telephone: [REDACTED]	Fax: N/A	E-mail: [REDACTED]
Contact: Peter Janoski	Title: N/A	
OWNER INFORMATION (if different from applicant)		
Name: same as above	Business Name:	
Address:		
City/State/Zip Code:		
Telephone:	Fax:	E-mail:
Contact:	Title:	
DESCRIPTION OF REQUEST (attach additional information if needed)		
Existing Use of Property: Backyard grass area		
Nature of Proposed Use: Covered patio for seating & children's play area		
Reason(s) to Approve Request: • Currently a non-usable piece of property due to size and poor grass conditions — developed into useful outdoor area for children to safely play outdoors while supervised by adults. • Improved neighborhood aesthetics / community interaction • Will not disturb neighboring lot lines or existing preserve		

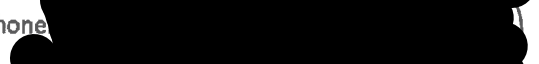
**City of Spring Lake Park
Variance Application**

A variance cannot be approved unless the Planning Commission and City Council find that the "practical difficulties" standard has been met. Please provide a response as to how/why your project will meet the following criteria. Use additional sheets if necessary and consult with the Zoning Administrator if you need clarification on the intent of any of the standards set below.

1. Applicant Information:

Name: Johanna Richards
Address: 8035 Benjamin St NE
City/State/Zip: SLP, MN 55432

Telephone: 

Cell Phone: 

E-mail: 

2. Property Owner Information (if different from above):

Name: same as above
Address: _____
City/State/Zip: _____

Telephone: _____

Cell Phone: _____

E-mail: _____

3. Project Location (Address and Legal Description): same as above

4. Present Use of Property: _____

5. Description of Project: _____

6. Specify Section of the Ordinance from which variance is sought: _____

7. Explain how you wish to vary from the applicable provisions of this Ordinance: _____

8. Please attach a site plan or accurate survey as may be required by Ordinance. Survey provided Sept. 2025

9. Practical Difficulties Test: Please answer the following questions as they relate to your specific variance request.

a. In your opinion, is the variance in harmony with the purposes and intent of the Ordinance?
☒ Yes ☐ No Why or why not?

see attached letter

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

May 22, 2026

RE: Variance Application for 8035 Benjamin Street

Building & Development Team,

We respectfully request consideration for a variance related to the patio and pergola at our home on Benjamin Street.

(4) Before this project, our backyard had a small concrete slab surrounded by dead grass, exposed dirt, and muddy areas. With three children under age three, the space was difficult to use safely or comfortably.

(5) Last summer, we extended the existing patio and installed a free-standing pergola to create a safe, functional outdoor space for our family. The patio replaced dirt and mud with a stable surface, and the pergola provides shade during the short Minnesota summer.

(6-7) We are requesting a variance from Section 16.40.030 regarding setback requirements. Specifically, we ask for consideration of the patio location, which is within the setback area but still more than five feet from the property line.

(9) We understand and respect the purpose of city ordinances and acknowledge that we should have handled the permitting process differently before construction began. Our intent was simply to improve the safety, usability, and appearance of our yard for our young family.

(9a) We believe this request is consistent with the purpose of the ordinance because it improves the safety, appearance, and usability of the property while maintaining a clean, family-oriented outdoor space that fits the neighborhood.

(9b) We also believe the variance is consistent with the city's comprehensive plan because it preserves the residential character of the neighborhood and supports normal family use of the property.

(9c) The proposal also puts the property to reasonable residential use by turning an underutilized area into a safe and functional outdoor space for our family.

(9d) There are also unique circumstances related to the property. The lot lines in this HOA development are irregular and slant across the rear portions of the lots, making our backyard narrower than nearby properties and limiting layout options for improvements such as this patio.

(9e) Finally, we believe the variance will maintain the essential character of the area. The patio and pergola are typical residential improvements and do not change the residential nature of the neighborhood.

We understand the concerns previously raised about the drainage and utility easement and appreciate the city's guidance throughout this process. We hope the city will consider the property's unique layout and the practical benefit this improvement provides to our household.

Thank you for your time and consideration.

Respectfully,

Johanna, Peter, Reese, Cameron, & Avery



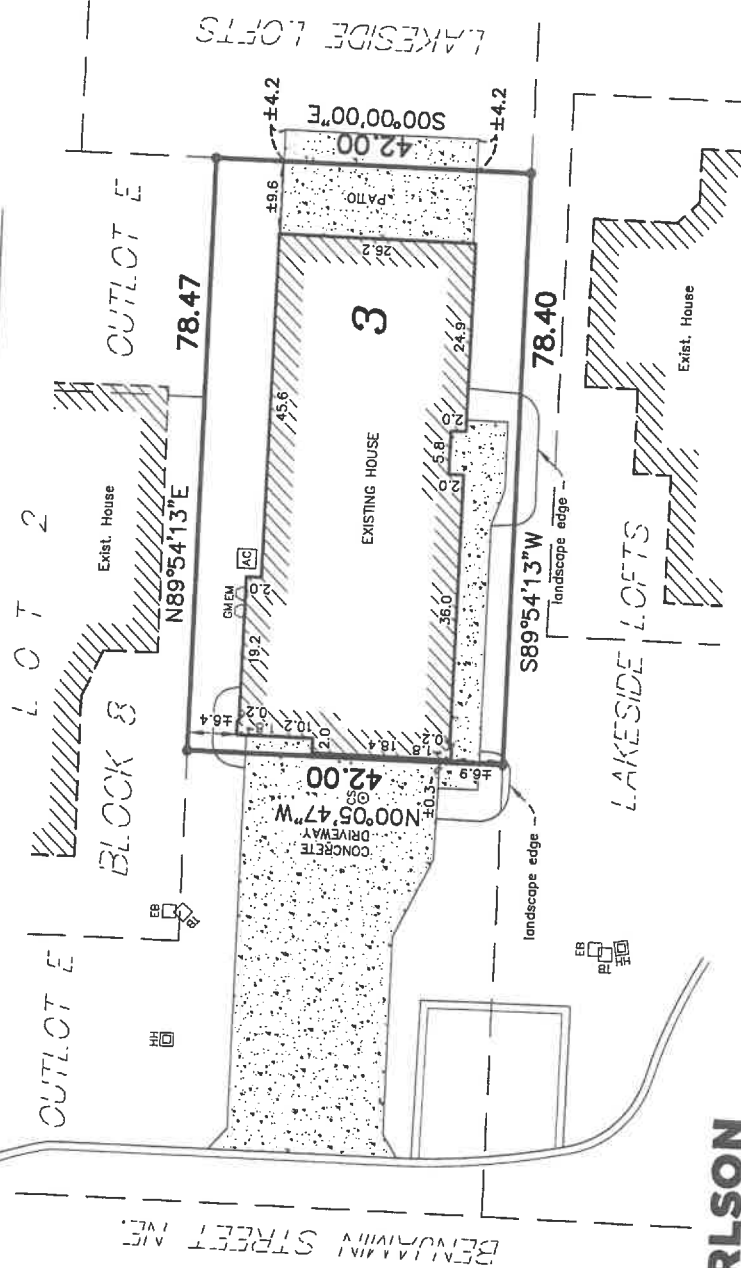


Existing Conditions for: PETER JANOSKI

House Address:
8035 Benjamin Street NE., Spring Lake Park, MN

Revisions:

1	
2	
3	
4	
5	



- Denotes Concrete Surface
- Denotes Existing Electric Box
- Denotes Existing Telephone Box
- Denotes Existing Telephone Box
- Denotes Existing Curb Stop
- Denotes Set Iron Monument

PROPERTY DESCRIPTION:

Lot 3, Block 8, SPRING LAKE PARK
VILLAS, Anoka County, Minnesota

I hereby certify to Peter Janoski that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly licensed land surveyor under the laws of the State of Minnesota.
Dated this 28th day of August, 2025.

Signed: Carlson Engineering, LLC

By: *Nicholas J. Shulpis*

Nicholas J. Shulpis, L.S. Reg. No. 62713

Bearings shown are assumed

GRAPHIC SCALE



(IN FEET)

(8.5x14 sheet)



ENGINEERING \ SURVEYING \ PLANNING

3890 PHEASANT RIDGE DRIVE NE, SUITE 100, BLAINE, MN 55449
TEL 763.489.7900 \ FAX 763.489.7959 \ CARLSON-ENGINEERING.COM

2943 11420_excon mdb

SPRING LAKE PARK VILLAS CITY OF SPRING LAKE PARK COUNTY OF ANOKA

KNOW ALL PERSONS BY THESE PRESENTS, That Veterans Development, Inc., a Minnesota corporation, owner and proprietor of and that Builders Mortgage Corp., a Minnesota corporation, mortgagee, of the following described property situated in the County of Anoka and State of Minnesota to wit:

That part of Lot Thirteen (13), AUDITOR'S SUBDIVISION NO. 152, lying in the Northwest Quarter of the Southwest Quarter of Township 30, Range 24, EXCEPT the East 394.0 feet, together with 800 feet of Lot Thirteen (13), which easement is an easement 394.0 feet thereof.

The North 68.25 feet of Lot Fourteen (14), AUDITOR'S SUBDIVISION NO. 152, except the East 394 feet and of record in the office of the Register of Deeds in and for Anoka County, Minnesota.

All of Lot Fourteen (14), AUDITOR'S SUBDIVISION NO. 152, except the North 68.25 feet (14), according to the map or plat thereof on file and of record in the office of the Register of Deeds in and for Anoka County, Minnesota.

The North 68.25 feet of Lot Fourteen (14), AUDITOR'S SUBDIVISION NO. 152, except the East 394 feet and of record in the office of the Register of Deeds in and for Anoka County, Minnesota.

Have caused the same to be surveyed and platted as SPRING LAKE PARK VILLAS and do hereby donate and dedicate to the public use forever the easement, and easements for drainage and utility purposes as show on the plat.

In witness whereof said Veterans Development, Inc., a Minnesota corporation, has caused these presents to be signed by its proper officer this 17th day of October, 1924.

David G. Schultz, President

In witness whereof said Builders Mortgage Corp., a Minnesota corporation, has caused these presents to be signed by its proper officer this 24th day of December, 1924.

Ronald G. Stettin, President

CITY OF ANOKA
The foregoing instrument was acknowledged before me this 17th day of October, 1924, by _____, President of Veterans Development, Inc., a Minnesota corporation, on behalf of the corporation.



MIDWEST
Land Surveyors & Civil Engineers, Inc.

STATE OF MINNESOTA
COUNTY OF ANOKA

The foregoing instrument was acknowledged before me this 24th day of October, 1924, by Ronald G. Stettin, President of Builders Mortgage Corp., a Minnesota corporation, on behalf of the corporation.

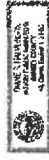


J. Thomas Gieseler
Notary Public, Anoka County, Minnesota
My commission expires 7-23-25

I hereby certify that I have surveyed and platted the land described on this plat SPRING LAKE PARK VILLAS; that this plat is a true and correct representation of the land as surveyed and platted; and that all distances are correctly shown on the plat in feet and hundredths of a foot; that all monuments have been correctly located and shown on the plat; and that no public highway is to be platted as required by the local government unit as designated on said plat; and that there are no public highways to be designated on said plat.

Rodney H. Hohmann, Land Surveyor
Minnesota License No. 10847

STATE OF MINNESOTA
COUNTY OF ANOKA
The foregoing instrument was acknowledged before me this 17th day of October, 1924, by Rodney H. Hohmann, Land Surveyor.



Rodney H. Hohmann
Notary Public, Anoka County, Minnesota
My commission expires 7-23-25

The foregoing plat of SPRING LAKE PARK VILLAS was approved and accepted by the City Council of Spring Lake Park, Minnesota, on this 24th day of December, 1924, and the same is hereby recorded for the purpose of giving notice to all persons that the same has been approved and accepted by the City Council of Spring Lake Park, Minnesota, and that the same is hereby recorded for the purpose of giving notice to all persons that the same has been approved and accepted by the City Council of Spring Lake Park, Minnesota.



CITY COUNCIL OF SPRING LAKE PARK, MINNESOTA
By _____ Mayor
By _____ Clerk

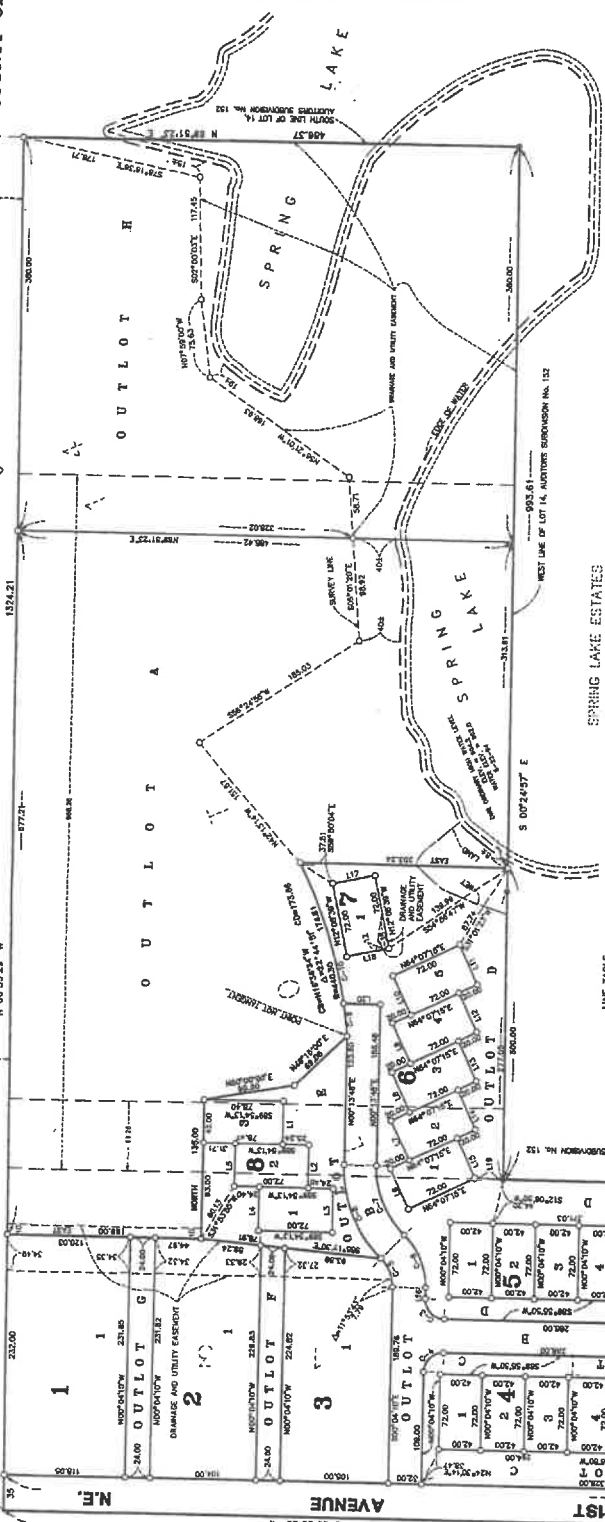
Checked and approved this 24th day of December, 1924.

Herbert D. Anderson
Anoka County Surveyor
by _____ deputy

SPRING LAKE PARK VILLAS

CITY OF
SPRING LAKE PARK
COUNTY OF ANOKA

AUDITORS SUBDIVISION NO. 152



SPRING LAKE ESTATES

NOTES:

- DENOTES 1/2 INCH DIA. X 1.4 INCH IN LENGTH IRON MONUMENT SET AND MARKED BY LICENSE NO. 10847
- DENOTES IRON MONUMENT FOUND

FOR THE PURPOSE OF THIS PLAY THE NORTH LINE OF THE ME 1/4 OF THE SE 1/4 OF SECTION 1, T. 30, R. 24, IS ASSUMED AS HAVING A BEARING OF S 89°55'00" W.

BENCHMARK: TOP NUT OF HYDRANT, N.E. QUADRANT OF B1st ST. N.E. AND ARTHUR ST. N.E., ELEVATION = 908.32
M.G.V.D. 1929

SCALE IN FEET
1 inch = 60 ft.



MIDWEST
Land Surveyors & Civil Engineers, Inc.

SHEET 2 OF 2 SHEETS

LINE	TABLE	DATE	TIME	LOCATION	REMARKS
1	1	10/10/10	10:00	1000	1000
2	2	10/10/10	10:00	1000	1000
3	3	10/10/10	10:00	1000	1000
4	4	10/10/10	10:00	1000	1000
5	5	10/10/10	10:00	1000	1000
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7	7	10/10/10	10:00	1000	1000
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57	57	10/10/10	10:00	1000	1000
58	58	10/10/10	10:00	1000	1000
59	59	10/10/10	10:00	1000	1000
60	60	10/10/10			

[illegible]



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

Receipt: 0000023114
Receipt: 05/28/26
Cashier: WBROWN
Received Of: RICHARDS JOHANNA

8035 BENJAMIN ST NE
SPRING LAKE PARK MN 55432-

The sum of: \$250.00

BDINV 0000002396

Remaining Balance: \$1,500.00

Total: \$250.00

TENDERED: Check 3093

\$250.00



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

Receipt: 0000023113
Receipt: 05/28/26
Cashier: WBROWN
Received Of: JOHANNA RICHARDS

8035 BENJAMIN ST NE
SPRING LAKE PARK MN 55432-2196

The sum of: \$300.00

BDINV 0000002397

\$300.00

Remaining Balance: \$250.00

Total: \$300.00

TENDERED: Check

3093

\$300.00



June 18, 2026

Spring Lake Park Planning and Zoning Commission
1301 81st Ave, NE
Spring Lake Park, MN 55432

Dear Commissioners,

This letter is in response to your request for written comments prior to the hearing regarding a request for 0-foot setback on property at 8035 Benjamin Street NE.

8035 Benjamin Street NE, Spring Lake Park, MN 55432 is a member of the Spring Lake Park Villas Townhome Association. The Spring Lake Park Villas Townhome Declaration, Article VI, Section 1. Structures states the following; "No building, fence, wall or other structure shall be commenced, erected or maintained upon the Properties, nor shall any exterior addition to, or change or alteration therein be made until the plans and specifications showing the nature, kind, shape, height, materials and location of the same shall have been submitted to and approved in writing as to harmony of external design and location in relation to surrounding structures and topography by the Board of Director of the Association, or by an architectural committee composed of three (3) or more representatives appointed by the Board." Similar language exists in the Spring Lake Park Villas: Rules and Regulations, IV. Townhouse Lots, 1) Architectural Control "Article VI of the Declaration states that no exterior addition or change in any townhouse may be made until appropriate plans and specifications have been approved by the Board of Directors or the Architectural Review Committee. The Approval Procedure to be followed is given as part of the Architectural Review Committee Guidelines." The Association's Exterior Modification/Improvements Request/Agreement Form is available on the Association's website.

On June 2, 2025, the owner of 8035 Benjamin St. NE requested making a modification to "extend their patio 8 feet in depth (extending outward from the rear of the house) and 20 feet in width. The expansion will be centered along the back of the house, positioned 2.5 feet from the exterior of the house." The Association's Board of Directors approved this request via email vote although the patio was installed prior to this request. No other Modifications Requests were submitted by the owner although visual observation indicates that additional modifications were made.

The Association's Board of Directors currently questions if the 8 foot extension exceeded the owner's property and is opposed to the 0-foot setback since it violates the request process and disregards the Board of Directors ability to approve/disapprove requests from others who wish to modify the exterior of their dwelling.

Sincerely, Caroline Olson, Genesis Property Management
On Behalf of the Board of Directors

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park Planning Commission was held on August 24, 2026, at the City Hall, at 7:00 PM.

1. CALL TO ORDER

Chair Hansen called the meeting to order at 7:00 PM.

2. ROLL CALL

MEMBERS PRESENT

Chair Hans Hansen
Commissioner Rick Cobbs
Commissioner Eric Julien
Commissioner Steve Coyle
Commissioner Kristi Goldstein

MEMBERS ABSENT

STAFF PRESENT

Building Official Jeff Baker, City Planner Beth Elliott

VISITORS

Ken Wending	547 81 st Ave NE	Spring Lake Park MN
Rick Frith	8299 Central Avenue NE	Spring Lake Park MN
Emily Lambert	8299 Central Avenue NE	Spring Lake Park MN
Jenny Vazquez-Kessel	8040 McKinley Street NE	Spring Lake Park MN
Nathan Puccini	8299 Central Avenue NE	Spring Lake Park MN
Johanna Richards & Peter Janoski	8035 Benjamin Street NE	Spring Lake Park MN

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF MINUTES

A. Approval of Minutes – May 26, 2026 Meeting

Motion made by Commissioner Julien, seconded by Commissioner Cobbs, to approve the minutes from the May 26, 2026 Planning Commission meeting.

Voting Yea: Commissioner Cobbs, Commissioner Julien, Commissioner Coyle, Commissioner Goldstein, Chairperson Hansen. Motion carried.

5. PUBLIC HEARING

A. Public Hearing: Variance Request for Rear Yard Setback – 8035 Benjamin Street NE

Building Official Baker presented the variance request for 8035 Benjamin Street NE, which is within the Spring Lake Park Villas PUD. He said the applicant seeks a variance from the rear-yard setback requirement in the R3 district to allow a covered patio structure. Baker explained that a roofed patio was constructed in 2025 without required permits or zoning approvals, and staff later determined a portion of the structure extended onto an adjacent property. He noted the applicant subsequently withdrew the application, modified the structure so it is now entirely on their property, and resubmitted the request. Baker noted the property's unusual lot configuration within the 1994 PUD and stated that these physical characteristics constitute unique circumstances supporting the variance.

Staff recommended approval, finding the proposed roofed accessory structure to be a reasonable residential use, with the following five conditions:

1. The structure must remain entirely within the property boundaries.
2. It must substantially conform to the submitted plans.
3. All required building permits and inspections must be obtained.
4. The structure must comply with applicable building, drainage, and fire-safety codes.
5. The variance approval is not effective until all administrative penalties, permit fees, and other charges associated with the prior unauthorized construction are paid in full.

Ms. Richards stated the patio and pergola were initially constructed without proper permits due to time constraints and inexperience with the permitting process.

Commissioner Julien asked about HOA opposition, and staff noted the HOA had expressed concerns related specifically to the zero-foot rear setback. Ms. Richards indicated willingness to comply with all requirements and clarify plans with the homeowners' association (HOA), noting that earlier HOA concerns were related to discrepancies between submitted plans and the structure that had been built.

Commissioner Coyle inquired about drainage impacts and required structural safety measures. Building Official Baker reported that the existing patio slab slopes away from the home in multiple directions, directing water toward designated discharge areas and the rear drainage corridor. He stated he does not anticipate drainage issues from the proposed covered structure. Baker also noted that footing and anchoring requirements will be verified during the building permit review.

Chairperson Hansen opened the public hearing at 7:12 PM.

A neighboring property owner spoke and indicated they had no objection as long as the structure remains entirely on the applicant's property.

Chairperson Hansen closed the public hearing at 7:14 PM.

Motion made by Commissioner Coyle, seconded by Commissioner Goldstein to recommend approval of the Variance Request for the rear-yard setback at 8035 Benjamin Street NE.

Voting Yea: Commissioner Cobbs, Commissioner Julien, Commissioner Coyle, Commissioner Goldstein, Chairperson Hansen. Motion carried.

B. Public Hearing: Comprehensive Plan Amendment, Zoning Map Amendment, and Conditional Use Permit for a Child Daycare Use within Substance Church

Planner Beth Elliot explained that Substance Church is requesting approval for a 5,000-square-foot daycare within its existing facility at 8299 Center Avenue. She said the proposal requires three actions: a Comprehensive Plan amendment from Commercial/Industrial to Commercial, rezoning from I-1 Light Industrial to C-1 Shopping Center Commercial, and a Conditional Use Permit for the daycare use. She noted the site's proximity to other commercial uses supports the changes and that all findings and standard conditions are included in the staff report. Elliot outlined the commission's options to recommend approval, denial, or tabling and offered to answer questions.

Representatives from Substance Church, including Board Member Rick Frith, Executive Pastor Nate McGee, and Children's Ministry staff member Emily Lambert, addressed the commission. They stated that the applications aim to align the property's long-term land use with its current operations and to establish a weekday childcare facility as an extension of the church's existing family-focused services. They expressed appreciation for staff assistance during the application process and noted their desire to strengthen their partnership with Spring Lake Park and serve local families.

Commissioner Coyle asked whether the proposed daycare would have an age limit, and whether the daycare may expand in the future to include elementary-aged or after-school programs. Mr. Frith stated that the initial phase will serve children from infancy through pre-kindergarten, but additional programs could be considered later after completing licensing, evaluating demand, and coordinating with the city. He emphasized that any expansion would require ensuring adequate facilities, staffing, and compliance with state requirements.

Mr. Frith confirmed the daycare would be open to the public, not limited to church members, and noted an initial capacity of 42 children based on current restroom facilities. They explained that future expansion up to approximately 72 children may be possible if additional bathrooms are added and if demand warrants it.

Commissioner Julien inquired about long term plans. Mr. Frith acknowledged that broader educational initiatives could be considered in the future but that no specific plans for a private school currently exist.

Commissioners discussed the proximity of other child-focused facilities near City Hall and noted the compatibility of the proposed use with surrounding development. Staff also clarified past inquiries related to state-mandated allowances for small accessory dwellings at places of worship. Mr. Frith applicant additionally referenced prior coordination with the city on their existing playground to ensure proper setbacks.

Chairperson Hansen opened the public hearing at 7:29 PM.

Chairperson Hansen closed the public hearing at 7:30 PM.

Motion made by Commissioner Cobbs, seconded by Commissioner Julien to recommend approval of the Comprehensive Plan Amendment, the Rezoning Request and the Conditional Use Permit for Substance Church, subject to the conditions outlined below:

Comprehensive Plan Amendment

Findings of Fact:

- The applicant proposes operating a Child Daycare Facility use within a portion of the existing Substance Church building located at 8299 Central Avenue NE (Parcel ID 01-30-24-13-0002). The daycare will occupy approximately 5,000 square feet of the existing 104,000-square-foot church building and will utilize existing classroom, office, restroom, and support spaces.
- The Commercial future land use designation better reflects the property's existing church use and the proposed childcare/daycare facility than the current Commercial/Industrial designation.
- The proposed Comprehensive Plan Amendment is consistent with the City's long-term land use goals and policies by supporting a community-serving institutional use within an area characterized by commercial development.
- The requested rezoning from I-1 Light Industrial to C-1 Shopping Center Commercial is compatible with the surrounding development pattern, including adjacent commercial uses and nearby community-serving establishments.
- The proposed rezoning brings the property's zoning classification into better alignment with both its existing use as a public place of worship and its proposed use as a childcare/daycare facility.
- Child daycare facilities are allowed as a conditional use within the C-1 Shopping Center Commercial District, and the applicant's proposed daycare facility is eligible for consideration through the Conditional Use Permit process.
- The existing church site contains established access drives, parking areas, sidewalks, and building infrastructure capable of accommodating the proposed daycare use. The site includes 332 off- street parking spaces, 10 accessible parking spaces, a designated drop-off area, and an existing 3,601-square-foot outdoor playground enclosed by a five-foot-high chain-link fence.

- The proposed daycare facility will provide an important community service by expanding access to childcare and early childhood services for local families while supporting the church's existing community-serving mission.

Conditions of Approval:

- 8299 Central Avenue NE (Parcel ID 01-30-24-13-0002) shall be re-designated from 'Commercial/Industrial' to 'Commercial' on the city's Future Land Use Map.
 - Following City Council approval, the amendment shall be submitted to the Metropolitan Council for review and final approval.
- The applicant shall obtain all applicable local, county, state, and federal permits and approvals associated with the comprehensive plan amendment request.
- The applicant shall comply with all applicable local, county, state, and federal regulations.
- The applicant shall pay all fees and escrows associated with this request.

Rezoning**Findings of Fact:**

- The applicant proposes operating a *Child Daycare Facility* use within a portion of the existing Substance Church building located at 8299 Central Avenue NE. The daycare will occupy approximately 5,000 square feet of the existing 104,000-square-foot church building and will utilize existing classroom, office, restroom, and support spaces.
- The proposed Comprehensive Plan Amendment is consistent with the City's long-term land use goals and policies by supporting a community-serving institutional use within an area characterized by commercial development.
- The requested rezoning from I-1 Light Industrial to C-1 Shopping Center Commercial is compatible with the surrounding development pattern, including adjacent commercial uses and nearby community-serving establishments.
- The proposed rezoning brings the property's zoning classification into better alignment with both its existing use as a public place of worship and its proposed use as a childcare/daycare facility.
- Child daycare facilities are allowed as a conditional use within the C-1 Shopping Center Commercial District, and the applicant's proposed daycare facility is eligible for consideration through the Conditional Use Permit process.

Conditions of Approval:

- 8299 Central Avenue NE (Parcel ID 01-30-24-13-0002) shall be rezoned from I-1 to C-1 on the city's Zoning Map. The rezoning request is contingent on approval of an amendment to the Future Land Use Map in the city's Comprehensive Plan.
- The applicant shall obtain all applicable local, county, state, and federal permits and approvals associated with the rezoning request.
- The applicant shall comply with all applicable local, county, state, and federal regulations.
- The applicant shall pay all fees and escrows associated with this request.

Conditional Use Permit**Finding of Facts:**

- The applicant proposes operating a Child Daycare Facility use within a portion of the existing Substance Church building located at 8299 Central Avenue NE. The daycare will occupy approximately 5,000 square feet of the existing 104,000-square-foot church building and will utilize existing classroom, office, restroom, and support spaces.
- The Commercial future land use designation better reflects the property's existing church use and the proposed childcare/daycare facility than the current Commercial/Industrial designation.
- The proposed Comprehensive Plan Amendment is consistent with the City's long-term land use goals and policies by supporting a community-serving institutional use within an area characterized by commercial development.
- The requested rezoning from I-1 Light Industrial to C-1 Shopping Center Commercial is compatible with the surrounding development pattern, including adjacent commercial uses and nearby community-serving establishments.
- The proposed rezoning brings the property's zoning classification into better alignment with both its existing use as a public place of worship and its proposed use as a childcare/daycare facility.
- Child daycare facilities are allowed as a conditional use within the C-1 Shopping Center Commercial District, and the applicant's proposed daycare facility is eligible for consideration through the Conditional Use Permit process.
- The existing church site contains established access drives, parking areas, sidewalks, and building infrastructure capable of accommodating the proposed daycare use. The site includes 332 off-street parking spaces, 10 accessible parking spaces, a designated drop-off area, and an existing 3,601-square-foot outdoor playground enclosed by a five-foot-high chain-link fence.
- The proposed daycare facility will provide an important community service by expanding access to childcare and early childhood services for local families while supporting the church's existing community-serving mission.
- The proposed use will operate within an existing building and is not expected to adversely affect surrounding properties, public health, safety, welfare, property values, or neighborhood character. The proposed use meets the criteria in Section 16.56.030(E)(1) of the Zoning Code for approval of a Conditional Use Permit.

Conditions of Approval:

- The applicant is authorized to operate a Child Daycare Facility use within the existing church building at 8299 Central Avenue NE according to the plans and materials submitted to and reviewed by the City for this request.
 - An amendment to this permit shall be required for any expansion of the daycare facility beyond those areas identified in the approved plans.
- The designated drop-off and pick-up area shown on the approved site plan shall be maintained and available for daycare operations, and pedestrian access between the drop-off area and daycare entrance shall be maintained.

- The outdoor play area and fencing shall be maintained in accordance with the approved site plan and applicable City Code requirements, including maintenance of the existing fencing around the outdoor play area.
- The applicant shall obtain all applicable local, county, state, and federal permits, approvals, inspections, certificates, and licenses required for operation of the daycare facility, including all required State of Minnesota childcare licensing approvals.
- The proposed *Child Daycare Facility* use shall comply with all applicable local, county, state, and federal regulations, including building code, fire code, accessibility, health, safety, and childcare licensing requirements.
- A certificate of occupancy shall be obtained prior to commencement of daycare operations.
 - Prior to issuing a certificate of occupancy, city staff shall verify the daycare's licensed capacity, staffing levels, hours of operation, and pick-up/drop-off procedures to ensure that the proposed use has sufficient off-street parking and on-site circulation.
- The applicant shall pay all fees and escrows associated with this CUP request.
- Any violation of the conditions of approval or applicable City Code requirements may result in review or revocation of the Conditional Use Permit in accordance with City Code provisions.

Voting Yea: Commissioner Cobbs, Commissioner Julien, Commissioner Coyle, Commissioner Goldstein, Chairperson Hansen. Motion carried.

6. OTHER

A. Council/Board/Commission Comprehensive Plan Survey

Building Official Baker informed the commission that a memo had been sent out regarding the 2050 Comprehensive Plan Visioning Survey. He said the survey was distributed to the Planning Commission, City Council, Park and Rec Commission, and department heads. He noted that the survey should take about 15 minutes to complete. Baker said that the survey includes several questions aimed at gathering input on what representatives would like to see for the future of Spring Lake Park. He pointed out that the meeting packet contains a QR code linking directly to the survey website.

7. ADJOURN

Motion made by Commissioner Julien, seconded by Commissioner Coyle to adjourn.

Voting Yea: Commissioner Cobbs, Commissioner Julien, Commissioner Coyle, Commissioner Goldstein, Chairperson Hansen. Motion carried.

Meeting adjourned at 7:35 PM.



City of Spring lake Park
Code Enforcement Division
1301 Eighty First Avenue Northeast
Spring Lake Park, Minnesota 55432
(763) 784-6491 Fax: (763) 792-7257

MEMORANDUM

TO: Spring Lake Park Mayor and City Council
FROM: Jeff Baker, Code Enforcement Director
RE: Weeds, Grass and Rank Vegetation “Destruction Order”
DATE: August 26, 2026

BACKGROUND

On May 27, 2026, the City of Spring Lake Park received a complaint regarding tall grass, weeds, and/or rank vegetation at **8280 Taylor Street NE**, owned by **Dominic Jones**.

Since receiving the complaint, Code Enforcement staff has inspected the property on approximately a biweekly basis from May 27, 2026, through the present. During this time, the property has continued to remain in violation of the City's requirements for the maintenance of grass, weeds, and vegetation.

The City has issued correction notices and administrative citations to the property owner in an effort to obtain voluntary compliance. None of the correction notices or administrative citations mailed to the property owner have been returned to the City as undeliverable.

Despite the City's continued enforcement efforts, the property has not been brought into compliance. Administrative fees associated with the ongoing violations have also accumulated to a level where staff believes additional enforcement action is appropriate.

FINDINGS

City staff has documented the following:

- The initial complaint was received on May 27, 2026.
- Code Enforcement has conducted inspections approximately every two weeks since the initial complaint.
- The property has continued to remain in violation of the City's Weed Ordinance.
- Correction notices and administrative citations have been issued to the property owner.
- None of the mailed correction notices or administrative citations have been returned to the City as undeliverable.
- Administrative fees have continued to accumulate as a result of the ongoing violation.

- Previous enforcement efforts have not resulted in sustained compliance with the City Code.

Based upon the continued condition of the property and the enforcement history, staff believes further action is necessary to obtain compliance.

REQUESTED ACTION

Pursuant to **Spring Lake Park City Code § 9.20.030(E)**, staff requests that the City Council determine that there is probable belief that the property located at **8280 Taylor Street NE** is in violation of the City's Weed Ordinance and authorize the issuance of a **Destruction Order** to property owner Dominic Jones.

The Destruction Order will require the property owner or occupant to remove the identified violation within the timeframe established by City Code and will provide the property owner with the applicable appeal rights.

If the property owner fails to comply with the Destruction Order and does not timely appeal, staff requests authorization to proceed with abatement as permitted by City Code, including the use of City employees or a contractor to bring the property into compliance.

Any costs incurred by the City for the abatement, along with applicable administrative costs, will be charged to the property owner and may be assessed against the property as permitted by City Code and Minnesota law.

RECOMMENDATION

Staff recommends that the City Council find probable cause to believe that **8280 Taylor Street NE** is in violation of Spring Lake Park City Code § 9.20.030 and authorize staff to issue a **Destruction Order pursuant to § 9.20.030(E)**.

Staff further recommends authorization to proceed with abatement in accordance with the City Code if the property owner fails to comply with the Destruction Order within the required timeframe.

Jeff Baker
Code Enforcement Director



CITY OF SPRING LAKE PARK

RESOLUTION NO. 2026-42

A RESOLUTION CONCLUDING PROBABLE BELIEF OF A VIOLATION OF SPRING LAKE PARK CITY CODE § 9.20.030 AND ISSUING A DESTRUCTION ORDER FOR PROPERTY LOCATED AT 8280 TAYLOR STREET NE

WHEREAS, Spring Lake Park City Code § 9.20.030 (the “Weed Ordinance”) requires property owners to remove, cut, dispose of, and eliminate weeds, grasses, rank vegetation, and other uncontrolled plant growth that, at the time of notice, exceeds eight inches in height, except for managed natural landscapes permitted under Minnesota Statutes § 412.925 and other plantings excluded by the ordinance; and

WHEREAS, on May 27, 2026, the City received a complaint concerning tall grass, weeds, rank vegetation, and/or other uncontrolled plant growth at the property located at 8280 Taylor Street NE, Spring Lake Park, Minnesota (the “Property”), owned by Dominic Jones; and

WHEREAS, the complaint has been reduced to writing, signed, dated, and filed with the City Administrator, Clerk/Treasurer in accordance with Spring Lake Park City Code §9.20.030(D); and

WHEREAS, the City’s designated enforcement official inspected the Property and prepared the written inspection report attached as Exhibit A for consideration by the City Council, as required by Spring Lake Park City Code §9.20.030(E); and

WHEREAS, Code Enforcement staff has inspected the Property on multiple occasions since May 27, 2026, has provided correction notices and administrative citations in an effort to obtain voluntary compliance, and has documented continuing conditions at the Property; and

WHEREAS, based upon the written inspection report and the record before it, the City Council finds that weeds, grasses, rank vegetation, and/or other uncontrolled plant growth on the Property exceed eight inches in height and are not shown to constitute a managed natural landscape or another planting excluded from regulation under Spring Lake Park City Code §9.20.030; and

WHEREAS, the City Council therefore concludes that there is a probable belief that the Property is in violation of Spring Lake Park City Code §9.20.030 and that issuance of the destruction order required by the Weed Ordinance is appropriate.

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

1. The City Council receives and accepts the written inspection report attached as Exhibit A and incorporates the report into the record supporting this Resolution.
2. The City Council concludes that there is a probable belief that Spring Lake Park City Code § 9.20.030 has been violated at the Property because weeds, grasses, rank vegetation,

and/or other uncontrolled plant growth regulated by the Weed Ordinance exceed eight inches in height and have not been timely removed, cut, disposed of, or eliminated.

3. The City Council hereby issues the written Destruction Order attached as Exhibit B. The City Administrator, Clerk/Treasurer is directed to forward the Destruction Order, together with a copy of this Resolution, to the property owner or person occupying the Property as identified in City records. Service shall be in writing by certified mail, and the City shall retain evidence of the certified mailing.
4. The Destruction Order shall require the designated violation to be removed by the property owner or person occupying the Property within seven regular business days after receipt of the Destruction Order, as required by Spring Lake Park City Code § 9.20.030(E).
5. The Destruction Order shall advise the property owner that the City Council's finding may be appealed by filing written notice of objections with the City Council within 48 hours of the notice, excluding weekends and holidays. All filings shall be made with the City Administrator, Clerk/Treasurer. A filing sent by certified mail is deemed filed on the date of posting to the United States Postal Service. The appeal shall be considered by the City Council and decided by a majority vote of the Councilmembers in attendance at a regular or special meeting, in accordance with Spring Lake Park City Code § 9.20.030(F).
6. If the property owner fails to comply with the Destruction Order within seven regular business days and does not timely file notice of an appeal within the 48-hour appeal period, the City Council authorizes the use of City employees or outside contractors to remove the weeds, grasses, rank vegetation, and/or other regulated plant growth by all lawful means so that the Property conforms to Spring Lake Park City Code § 9.20.030.
7. The property owner shall be liable for all costs of removal, cutting, or destruction incurred by the City and for collection costs associated with weed destruction, including court costs, attorney's fees, and interest on unpaid amounts, as provided by Spring Lake Park City Code § 9.20.030(H). If municipal employees, equipment, supplies, or chemicals are used, the City shall assign the applicable rates. Amounts payable to the City may be collected as a special assessment pursuant to Minnesota Statutes § 429.101 and applicable provisions of the City Code.
8. Nothing in this Resolution or the Destruction Order authorizes removal of shrubs, trees, cultivated plants, crops, meadow vegetation, rain gardens, ornamental plants, or a managed natural landscape that is exempt from or excluded by Spring Lake Park City Code § 9.20.030, except to the extent a plant is otherwise defined by state law or administrative rule as noxious or detrimental.

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 8th day of September, 2026.

APPROVED BY:

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator

EXHIBIT A

DESIGNATED CITY OFFICIAL'S INSPECTION REPORT

Property: 8280 Taylor Street NE, Spring Lake Park, Minnesota

Property Owner: Dominic Jones

EXHIBIT B
DESTRUCTION ORDER
SPRING LAKE PARK CITY CODE § 9.20.030

TO: Dominic Jones, Property Owner, and/or the person occupying the Property as identified in City records

PROPERTY: 8280 Taylor Street NE, Spring Lake Park, Minnesota

DATE OF ORDER: September 8, 2026

METHOD OF SERVICE: Certified Mail

NOTICE AND ORDER

The Spring Lake Park City Council, by Resolution No. 2026-42 adopted September 8, 2026, has concluded that there is a probable belief that the above-described Property is in violation of Spring Lake Park City Code § 9.20.030. Based upon the written inspection report considered by the City Council, weeds, grasses, rank vegetation, and/or other uncontrolled plant growth regulated by the Weed Ordinance exceed eight inches in height on the Property and are not shown to be exempt or excluded under the ordinance.

YOU ARE HEREBY ORDERED to remove, cut, dispose of, or eliminate the designated weeds, grasses, rank vegetation, and/or other uncontrolled plant growth so that the Property complies with Spring Lake Park City Code § 9.20.030. The required work must be completed within seven (7) regular business days after you receive this Destruction Order.

APPEAL RIGHTS

If you contest the City Council's finding, you may appeal by filing written notice of objections with the City Council within 48 hours of this notice, excluding weekends and holidays. The written notice must be filed with the City Administrator, Clerk/Treasurer. If the filing is sent by certified mail, it is deemed filed on the date it is posted to the United States Postal Service. On appeal, it is the property owner's responsibility to demonstrate that the matter in question consists of shrubs, trees, cultivated plants, or crops, or is otherwise not in violation of Spring Lake Park City Code § 9.20.030 and should not be subject to destruction. The City Council will decide the appeal by a majority vote of the Councilmembers in attendance at a regular or special meeting.

FAILURE TO COMPLY

If you fail to comply with this Destruction Order within seven (7) regular business days and do not timely file an appeal within the 48-hour appeal period, the City Council has authorized City employees or outside contractors to enter upon the Property as lawfully permitted and remove the regulated vegetation by all lawful means necessary to bring the Property into compliance.

COSTS

The property owner is liable for all costs of removal, cutting, or destruction of weeds as provided by Spring Lake Park City Code § 9.20.030(H), together with collection costs associated with weed destruction, including court costs, attorney's fees, and interest on unpaid amounts incurred by the City. If City employees, equipment, supplies, or chemicals are used, applicable rates will be assigned. Unpaid amounts may be collected as a special assessment pursuant to Minnesota Statutes § 429.101 and applicable City Code procedures.

BY ORDER OF THE CITY COUNCIL OF THE CITY OF SPRING LAKE PARK

Dated: September 8, 2026

Daniel R. Buchholtz
Administrator, Clerk/Treasurer



Code Enforcement Division
1301 81st Avenue NE
Spring Lake Park, MN 55432
www.slpmn.org

5/27/2026

JONES DOMINIC ALLEN
8280 TAYLOR ST NE
SPRING LAKE PARK, MN 55432-

Inspection Location: 8280 TAYLOR ST NE

Inspection Date: 5/27/2026

Violation(s): Long Grass SLPC:9.20.020 - All noxious weeds, tall grasses defined as anything over eight inches in height, and other rank growths upon public or private property, with the exception of managed natural landscapes pursuant to M.S. § 412.925, as may be amended from time to time, wetlands, and natural wooded areas.

INSPECTOR COMMENTS: Property currently has long grass and weeds measuring over a foot high. Properly address the long grass and weeds before the recheck date.

Garbage & Trash SLPC:9.20.020 - The piling, storing, or keeping of old machinery, wrecked or junked vehicles, and other junk or debris

INSPECTOR COMMENTS: Mattress sitting in front of the garage. Please dispose of properly.

A follow-up inspection will be conducted on **6/9/2026** to verify compliance. Failure will result in issuance of an Administrative Offense Ticket carrying a fine of \$50.00 for each violation. Your immediate attention and correction of this violation(s) is required.

Only one information notice will be issued within a 12-month period. All subsequent violations of noted sections will dictate the issuance of an Administrative Citation with fine(s).

If you have any questions or concerns regarding your violation, please contact me at ewirtz@slpmn.org or 763-792-7236.

Sincerely,

Ethan Wirtz
Code Enforcement



Memorandum

To: Mayor and City Council

From: Chief Antoine

Re: Police Officer Candidate Job Offer

Date: September 8, 2026

We have successfully completed the officer hiring process. This process included an application, two oral interviews and a comprehensive background.

I am happy to announce that I have given a conditional job offer to Aaron Dokka for the position of Patrol Officer for the City of Spring Lake Park.

I am seeking Council's final approval of Aaron Dokka, pending the remainder of the medical testing. We are anticipating a tentative start date of September 28, 2026.

Sincerely,

Josh Antoine

Police Chief



Stantec Consulting Services Inc.
733 Marquette Avenue Suite 1000, Minneapolis MN 55402-2309

August 31, 2026

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

Reference: Quote Results – 2026 Pavement Markings Project

Dear Administrator Buchholtz,

The City solicited quotes for pavement markings for road striping throughout the city. The work also includes stop bars, arrows, and cross walks at major intersections.

Attached is a copy of the low quote submitted from Sir Lines-A-Lot in the amount of \$21,508.00.

We have reviewed the low quote – the unit prices are inline with pricing from previous years.

If the city wishes to proceed with a pavement marking project this year, then the project should be awarded to Sir Lines-A-Lot based on the quote amount of \$21,508.00.

Please feel free to contact us if you have any questions or if you require any additional information.

Regards,

STANTEC

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

Phil Gravel, City Engineer

Cc: George Linngren, Public Works Director



Sir Lines-A-Lot is an Equal Opportunity Employer

7175 Cahill Road - Edina, MN 55439
Phone: (952)-913-8382 Email: sales@linesalot.com
www.linesalot.com

PROPOSAL

To: City Of Spring Lake Park Address: Spring Lake Park, MN	Contact: Phone: Email:
Project Name: Spring Lake Park 2026 Striping Project Location: City Of Spring Lake Park, MN	Bid Number: H26-1087 Bid Date: 8/28/2026

Item #	Item Description	Estimated	Unit	Unit Price	Total Price
1	4" DOUBLE SOLID LINE, YELLOW PAINT PAINT	32,200.00	LF	\$0.28	\$9,016.00
2	4" SOLID LINE, YELLOW PAINT	4,000.00	LF	\$0.14	\$560.00
3	4" BROKEN LINE, YELLOW PAINT	2,400.00	LF	\$0.14	\$336.00
4	4" SOLID LINE, WHITE PAINT	51,400.00	LF	\$0.14	\$7,196.00
5	24" STOP BAR SOLID LINE, WHITE PAINT	400.00	LF	\$5.00	\$2,000.00
6	LT. RT. OR THRU ARROW PVMT. MARKING, WHITE PAINT	60.00	EACH	\$40.00	\$2,400.00

Total Bid Price: \$21,508.00

Notes:

- 1. This quote includes **ONE** mobilization to complete and assumes that all work will be available at the same time. Any additional mobilizations will be charged **\$750.00** each.
- 2. Does not include any signage, brooming/sweeping, trail/parking lot striping, pavement marking removals, or Tabbing of any pavement markings.
- 3. Owner to provide updated maps and/or confirm areas of service prior to SLAL crews prior to striping.
- 4. Does not include payment/performance bond. Prevailing wages not include.
- 5. This quote is valid for up to 60 Days after Bid Date. Must receive signed quote or contract within this timeframe.
- 6. Quantities listed above are estimates only. Final quantities will be invoiced.
- 7. All pavement markings to be surface applied PAINT only. Not ground in or wet reflective.
- 8. Scope of work is limited to "re-striping" existing pavement markings only. Layout of new markings is not included.

ACCEPTED:

The above prices, specifications and conditions are satisfactory and are hereby accepted.

Buyer: _____

Signature: _____

Date of Acceptance: _____

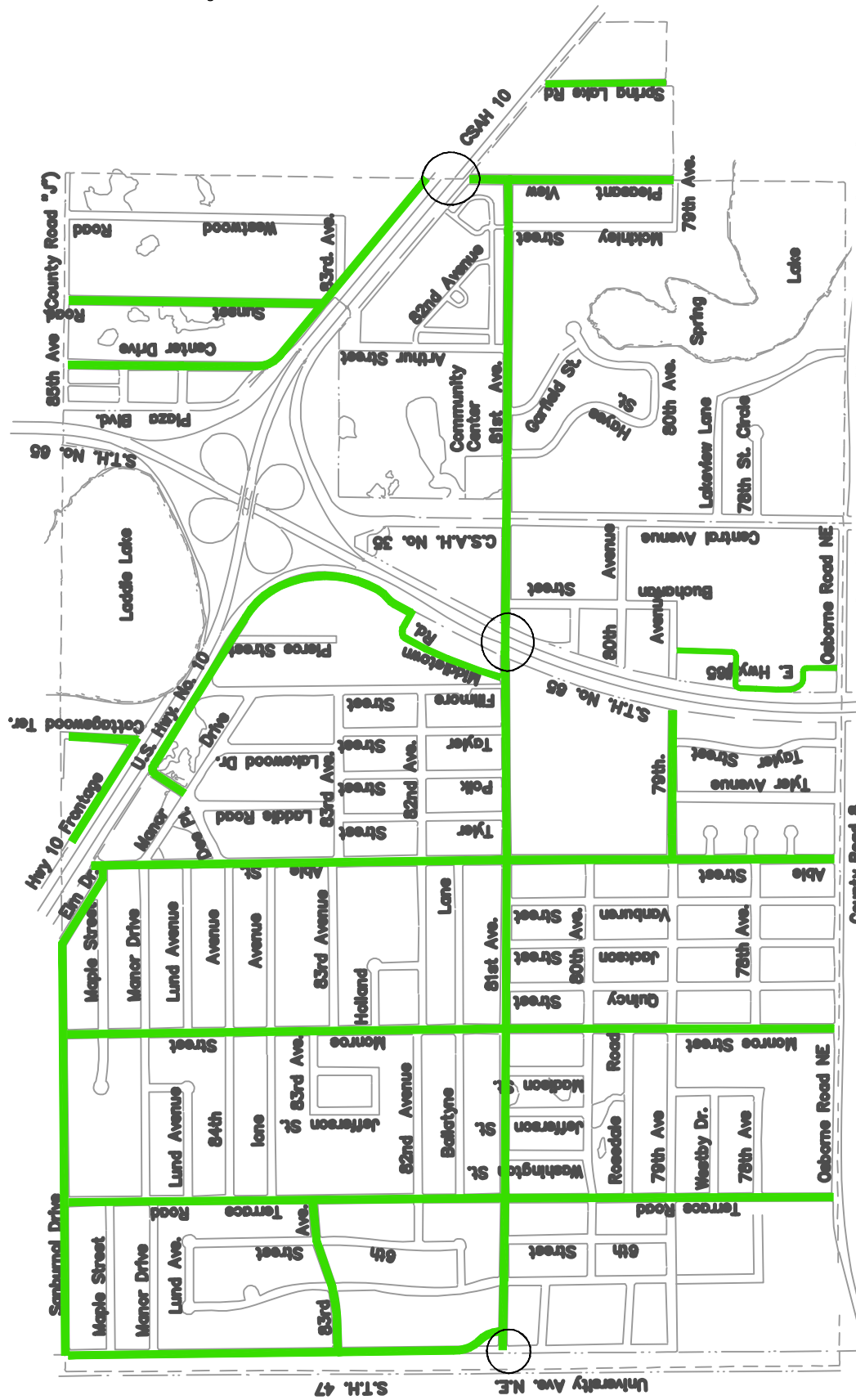
CONFIRMED:

Sir-Lines-A-Lot

Authorized Signature: _____

Estimator: Scott Langton

(612) 655-1598 scott.langton@linesalot.com



NOTE: PAINT STOP BARS, TURN ARROWS, AND CROSS WALKS AT CIRCLED INTERSECTIONS.

MAINLINE PAVEMENT MARKINGS ON UNIVERSITY SERVICE DRIVE, MIDDLETOWN ROAD, SUNSET ROAD, SPRING LAKE ROAD, AND PLEASANT VIEW DRIVE SHALL BE MARKED WITH 10 FOOT WIDE DRIVE LANE WIDTHS. ALL OTHER ROADS SHALL BE MARKED WITH 11 FOOT WIDE DRIVE LANE WIDTHS.

— - PROPOSED STREETS TO HAVE PAVEMENT MARKINGS AND STRIPING

SPRING LAKE PARK, MN BI-ANNUAL PAVEMENT MARKINGS AND STRIPING



City of Spring Lake Park
Engineer's Project Status Report

To: Council Members and Staff
From: Phil Gravel

Re: **Status Report for 09.08.26 Meeting**
File No.: R:\client\municipal\spring_lake_park_ci_mn (18GEN)

Note: Updated information is shown in *italics*.

2026 Street Project (193807587). This project consists of a street mill and overlay project on Plaza Blvd., Theorin Terrace, Center Drive, Sunset Rd. and a portion of the Hwy-10 Frontage Road. Neighborhood Meeting was held on March 31st. First Improvement Hearing was on 4/7/2026. Bids came lower than anticipated. Public Assessment Hearing was held on June 15th. Council awarded bid to ASTECH on June 15th. *A Preconstruction Conference was held on August 10th. Construction is scheduled to begin in September and be completed in 4-5 weeks.*

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

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

2027-2028 Water Tower Maintenance Project (193807712). The CIP includes new coatings on the Able and Arthur water towers in 2027 and 2028. City Administrator has applied for Congressional funding. *Next steps are to have KLM review previous inspections and to begin the design process (including site surveys).*

Terrace Park Drainage Improvements Project (193807324). The Parks and Rec. Director has indicated that a drainage and draitile project might be necessary for Terrace Park. A letter outlining the project and a request to proceed to bidding will be presented at a forthcoming meeting.

Terrace Park New Park Building (193807324 and 222702844). We have coordinated with the Parks and Rec. Director to complete construction drawings for a new park building. *Plans have been completed for the building rebid. New bids for the building project will be received on September 29th.*

Separate quotes for sewer and water utility construction for the building were received and revised. Need to decide how to proceed with the low quote for the utility work.

2026 Street Pavement Markings Project (193807599). Quotes were requested for 2026 pavement markings (striping) of the major city streets. *The low quote was submitted by Sir Lines-A-Lot. See separate letter with results.*

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



Memorandum

To: Mayor Nelson and Members of the City Council

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

Date: September 3, 2026

Subject: Schedule City Administrator Performance Evaluation

It is that time of year again for the City Council to conduct my annual performance evaluation. I would like to schedule it for the September 21, 2026 City Council meeting.

Evaluation forms and my self-evaluation will be provided to the City Council at the September 8, 2026 meeting. Councilmembers are asked to complete the evaluation form and bring it to the September 21 Council meeting to assist in facilitating a productive discussion of my performance over the past year.

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