



CITY COUNCIL REGULAR AGENDA
TUESDAY, FEBRUARY 20, 2024
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 Claims - General Disbursement No. 24-01 - \$547,568.55
 - [B.](#) Resolution 2024-21, Accepting Donation from Spring Lake Park Liona
 - [C.](#) Statement of Revenue and Expenditures - January 2024
 - [D.](#) Statement of Fund Balance - January 31, 2024
 - [E.](#) Contractor's Licenses
 - [F.](#) Sign Permit
- 7. DEPARTMENT REPORTS**
 - [A.](#) Police Report
 - [B.](#) Recreation Report
- 8. PUBLIC HEARINGS**
 - [A.](#) Hearing on Liquor License Suspension and Civil Penalty - Sunset Grill
- 9. ORDINANCES AND/OR RESOLUTIONS**
 - [A.](#) Resolution 2024-19, Ordering Hearing on Proposed Assessment - 2024 Street Improvement Project
 - [B.](#) Ordinance 492, Amending the City Code to Temporarily Move the Regular Meetings of the City Council and its Boards and Commissions from City Hall to the Able Park Building, 8200 Able Street NE
 - [C.](#) Resolution 2024-20, Authorizing Summary Publication of Ordinance 492, An Ordinance Amending the City Code to Temporarily Move the Regular Meetings of the City Council and its Boards and Commissions from City Hall to the Able Park Building, 8200 Able Street NE
 - [D.](#) Resolution 2024-22, Accepting Bid for Able Park Playground Project B: Replacement and Installation
 - [E.](#) Resolution 2024-23, Accepting Bid for Able Park Playground Project A: Rehab Installation
- 10. NEW BUSINESS**
- 11. REPORTS**
 - A. Attorney Report

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

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

- B. Engineer Report
- C. Administrator Report

12. OTHER

- A. Correspondence

13. ADJOURN

RULES FOR DISCUSSION FROM THE FLOOR AND PUBLIC HEARINGS

DISCUSSION FROM THE FLOOR

- Discussion from the floor is limited to three minutes per person. Longer presentations must be scheduled through the Administrator, Clerk/Treasurer's office.
- Individuals wishing to be heard must sign in with their name and address. Meetings are video recorded so individuals must approach the podium and speak clearly into the microphone.
- Council action or discussion should not be expected during "Discussion from the Floor." Council may direct staff to research the matter further or take the matter under advisement for action at the next regularly scheduled meeting.

PUBLIC HEARINGS

The purpose of a public hearing is to allow the City Council to receive citizen input on a proposed project. This is not a time to debate the issue.

The following format will be used to conduct the hearing:

- The presenter will have a maximum of 10 minutes to explain the project as proposed.
- Councilmembers will have the opportunity to ask questions or comment on the proposal.
- Citizens will then have an opportunity to ask questions and/or comment on the project. Those wishing the comment are asked to limit their comments to 3 minutes.

In cases where there is a spokesperson representing a group wishing to have their collective opinions voiced, the spokesperson should identify the audience group he/she is representing and may have a maximum of 10 minutes to express the views of the group.

- People wishing to comment are asked to keep their comments succinct and specific.
- Following public input, Councilmembers will have a second opportunity to ask questions of the presenter and/or citizens.
- After everyone wishing to address the subject of the hearing has done so, the Mayor will close the public hearing.
- The City Council may choose to take official action on the proposal or defer action until the next regularly scheduled Council meeting. No further public input will be received at that time.

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

Date: January 2024

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Claim Res. #24-01

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
75117	XCEL ENERGY	MONTHLY UTILITIES	\$ 3,627.74
75118	CARSON, CLELLAND & SCHREDER	ATTORNEY SERVICES	\$ 10,730.25
75119	CHANHASSEN DINNER THEATRES	JERSEY BOYS 02.07.24	\$ 3,400.88
75120	COTTENS INC	PARTS	\$ 156.62
75121	DO-GOOD.BIZ INC	FALL 2023 NEW JOURNEYS	\$ 1,185.65
75122	ECM PUBLISHERS, INC.	ORDINANCE NO. 489 & 490	\$ 166.62
75123	CITY OF FRIDLEY	FALL 2023 INDOOR VOLLEYBALL LEAGUE	\$ 2,208.60
75124	GOPHER STATE ONE-CALL INC	LOCATES	\$ 39.15
75125	HALEY MORRISON	MILEAGE REIMB 04/23--12/23	\$ 94.58
75126	I STATE TRUCK CENTER	GASKET AXEL SHAFT	\$ 3.49
75127	MANSFIELD OIL COMPANY	UNLEADED FUEL	\$ 596.70
75128	MENARDS-CAPITAL ONE TRADE CREDIT	CC PMNT	\$ 467.25
75129	METRO SALES, INC	WASTE TONER BOTTLE	\$ 30.98
75130	MILLIE JONES	JERSEY BOYS TRIP WITHDRAW	\$ 107.00
75131	MINNESOTA COACHES, INC	DAY TRIP BENTLYVILLE--DULUTH	\$ 1,572.15
75132	NEW BRIGHTON PARKS & RECREATION	FALL 2023 INDOOR VOLLEYBALL LEAGUE	\$ 860.21
75133	NOVAK HYDRAULICS & MACHINING LLC	JOHN DEERE TILT CYLINDER	\$ 1,052.75
75134	REVOLUTIONARY SPORTS, LLC	2023 FALL SESSION III CLASSES	\$ 409.50
75135	SCHMITTY & SONS TRANSPORTATION	OLD LOG THEATER TRANSPORTATION	\$ 977.63
75136	VOIGT'S BUS COMPANIES	2023 WINTER BREAK OUTINGS BUS	\$ 584.30
75137	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	\$ 1,076.28
75138	AMERICAN MESSAGING	PW PAGER	\$ 5.27
75139	AMY & DAN NELSON	UTILITY OVERPAYMENT REFUND	\$ 120.00
75140	ANDREWS TECHNOLOGY HMS, INC	WEB-BASED TIME & ATTENDANCE SOFTWARE	\$ 6,025.00
75141	CENTERPOINT ENERGY	MONTHLY UTILITIES	\$ 1,884.02
75142	CINTAS	FLOOR MATS	\$ 152.53
75143	COMPUTER INTERGRATION TECHNOLOGIES	AGREEMENT MANAGED BACKUP / PREMIUMS	\$ 4,200.00
75144	LEAGUE OF MN CITIES	PATROL ONLINE TRAINING	\$ 990.00
75145	LEXIPOL, LLC	POLICY MANUALS, SUPP MANUALS, PROCEDURE	\$ 7,782.09
75146	MAPET	DUES & SUBSCRIPTIONS	\$ 35.00
75147	METROPOLITAN COUNCIL	WASTE WATER SERVICES DEF REV	\$ 51,957.59
75148	NATIONAL RECREATION & PARK ASSOCIATION	NRPA MEMBERSHIP	\$ 180.00
75149	NORTH METRO MAYORS ASSOC	NM MAYORS ASSOC ANNUAL MEMBERSHIP	\$ 2,718.00
75150	PSHRA-MN	PSHRA MEMBERSHIP--M. BARKER	\$ 50.00
75151	SLP FIRE DEPARTMENT	JANUARY FIRE PROTECTION SERVICES	\$ 23,215.00
75152	SLP LEASED HOUSING ASSOCIATION LLLP	FEB 1 PMNT OF TIF NOTE FOR DIST 6-1	\$ 82,832.98
75153	TOLL GAS & WELDING SUPPLY	PARTS	\$ 269.36
75154	TRI-COUNTY LAW ENFORCEMENT ASSOCIATION	ANNUAL DUES	\$ 90.00
75155	VADIM MUNICIPAL SOFTWARE	RENEWAL FEES 03/01/24--05/31/24	\$ 1,394.71
75156	VISUAL COMPUTER SOLUTIONS	SAAS RENEWAL SERVICES	\$ 1,989.19
75157	XCEL ENERGY	MONTHLY UTILITIES	\$ 2,424.59
75158	AMERITAS	PAYROLL	\$ 40.48
75159	CENTRAL PENSION FUND	PAYROLL	\$ 1,560.00
75160	DEARBORN LIFE INSURANCE COMPANY	PAYROLL	\$ 198.03
75161	HEALTH PARTNERS, INC	PAYROLL	\$ 15,477.86
75162	L.E.L.S.	PAYROLL	\$ 352.50
75163	LOCAL 49	PAYROLL	\$ 105.00
75164	METLIFE	PAYROLL	\$ 963.85
75165	MN CHILD SUPPORT PAYMENT CENTER	PAYROLL	\$ 235.50
75166	NCPERS GROUP LIFE INS	PAYROLL	\$ 16.00
75167	ASPEN MILLS	UNIFORM ALLOWANC--BLOOMER	\$ 361.42
75168	AT & T MOBILITY	CELL PHONE SERVICES	\$ 433.30
75169	CAROUSEL MOTOR GROUP	AUTO SERVICE & REPAIRS	\$ 417.63
75170	DARRIL FISH	CHURCH BASEMENT LADIES WITHDRAW	\$ 194.00

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

Date: January 2024
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Claim Res. #24-01

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>		<u>AMOUNT</u>
75171	HEARTLAND TIRE INC	AUTO SERVICE & REPAIRS	\$	30.00
75172	JOSH ANTOINE	CELL PHONE REIMBURSEMENT	\$	50.00
75173	LANGUAGE LINE SERVICES	INTERPRETATION SERVICES	\$	195.70
75174	MARIE RIDGEWAY LISS, LLC	SLP POWER PROGRAM	\$	400.00
75175	MUNICIPAL PAVING PLANT	HOT MIX ASPHALT 12/07/2023	\$	534.54
75176	NETWRIX CORPORATION	CONTRACTUAL SERVICES	\$	4,474.81
75177	SPRING LAKE PARK LIONS	UNINCURRED TAXES REFUND	\$	37,982.71
75178	STREICHER'S	RANGE EQUIPMENT & SUPPLIES	\$	26.00
75179	THE HOME DEPOT CREDIT SERVICES	CC PMNT	\$	150.71
75180	WALTERS RECYCLING REFUSE SERV	FALL LEAF DROP/STREET SWEEP FINAL PICK UP	\$	366.74
75181	WENDEL	ABLE PARK SHELTER	\$	500.00
75182	24 SEVEN EVENTS & MARKETING, INC	TOWER DAYS	\$	1,500.00
75183	ANIMAL HUMANE SOCIETY	ANIMAL CONTROL	\$	100.00
75184	AXON ENTERPRISE, INC	AXON FLEET/CORE/ PERF. LICENSE	\$	29,729.85
75185	BUSINESS ESSENTIALS	SUPPLIES	\$	1,652.59
75186	CINTAS	FLOOR MATS	\$	152.53
75187	COMPUTER INTERGRATION TECHNOLOGIES	CABLES / PARTS	\$	3,639.45
75188	CONFITREK, INC	CONTRACTUAL SERVICES	\$	1,056.00
75189	ECM PUBLISHERS, INC.	85TH AVE / SANBURNOL/ ELM DR	\$	220.37
75190	FINANCE AND COMMERCE	PUBLIC NOTICE	\$	229.32
75191	GREEN LAMPS RECYCLING LLC	HOLIDAY STRING LIGHT RECYCLING	\$	82.25
75192	INNOVATIVE OFFICE SOLUTIONS LLC	SUPPLIES	\$	907.42
75193	J.R.'S APPLIANCE DISPOSAL	CITY HALL ELECTRONICS RECYCLING	\$	137.50
75194	JOEY D'S TREE SERVICE	CUT DOWN & HAUL 1 LG COTTONWOOD	\$	3,500.00
75195	MANSFIELD OIL COMPANY	UNLEADED FUEL	\$	684.45
75196	METRO-INET	NET MOTION	\$	173.00
75197	MN CRIME PREVENTION ASSOCIATION	MEMBERSHIP FEE--K. FISKE	\$	50.00
75198	NORTHLAND TRUST SERVICES, INC.	ANNUAL DISSEMNTN AGENT FEE FOR CONT. DIS	\$	550.00
75199	OPG-3, INC.	SELF-HOSTED SUB. MUNICIPAL SITE LICENSE	\$	3,100.00
75200	TWIN CITY HARDWARE	ACT365 YEARLY SUBSCRIPTION	\$	180.00
75201	WALTERS RECYCLING REFUSE SERV	MONTHLY RECYCLING SERVICES	\$	10,382.87
75202	ANOKA COUNTY 4-H	4H STAFFING FOR 10/28/23 RECYCLING EVENT	\$	88.00
75203	CENTERPOINT ENERGY	MONTHLY UTILITIES	\$	1,330.89
75204	CITY OF BLAINE	4TH QTR SLP PROP ON BLAINE WATER	\$	1,231.78
75205	CONNEXUS ENERGY	MONTHLY UTILITIES	\$	352.17
75206	METLIFE	COBRA PMNTS	\$	146.50
75207	USS MINNESOTA ONE MT LLC	SOLAR	\$	2,616.72
75208	ANIMAL HUMANE SOCIETY	ANIMAL CONTROL SERVICES	\$	478.00
75209	ANOKA COUNTY CHIEFS OF POLICE ASSOC	MEMBERSHIP--ANTOINE /KRAMER / FISKE	\$	197.00
75210	ANOKA COUNTY TREASURY	2023 CREDIT REPORT	\$	60.00
75211	BRADY LOHSE-JOHNSON	UNIFORM ALLOWANCE REIMBURSEMENT	\$	209.99
75212	CINTAS	FLOOR MATS	\$	152.53
75213	CITY OF EDEN PRAIRIE	FENCING CONSORTIUM	\$	5,320.00
75214	CIVICPLUS LLC	MUNICODE MEETINGS ANNUAL RENEWAL	\$	4,066.00
75215	COMCAST	8251 ARTHUR ST	\$	113.07
75216	COMPUTER INTERGRATION TECHNOLOGIES	CONTRACTUAL SERVICES	\$	6,482.80
75217	COTTENS INC	PARTS	\$	8.88
75218	CRYSTEEL TRUCK EQUIPMENT INC	PARTS	\$	52.00
75219	DODGE OF BURNSVILLE	2024 DODGE DURANGO SQUAD PURCHASE	\$	39,525.00
75220	ECM PUBLISHERS, INC.	JAN 22 PUBLIC HEARINGS	\$	204.25
75221	FASTENAL COMPANY	PARTS	\$	36.02
75222	FRIENDLY CHEVROLET GEO. INC.	PARTS	\$	61.62
75223	GOODIN COMPANY	PARTS	\$	113.06
75224	GRAINGER INC	PARTS	\$	635.64

CITY OF SPRING LAKE PARK
CLAIMS LIST APPROVED AND PAID
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Claim Res. #24-01

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>		<u>AMOUNT</u>
75225	HAWKINS WATER TREATMENT	WATER CHEMICALS	\$	120.00
75226	HYDRAULIC SPECIALTY INC	PARTS	\$	397.45
75227	IAPE	MEMBERSHIP RENEWAL--LEMKE	\$	65.00
75228	J.R.'S APPLIANCE DISPOSAL	01/09/24 CURBSIDE RECYCLING	\$	460.00
75229	JOSH ANTOINE	UNIFORM ALLOWANCE REIMBURSEMENT	\$	227.05
75230	MAC QUEEN EQUIPMENT, LLC.	PARTS	\$	30.04
75231	MANSFIELD OIL COMPANY	UNLEADED & DIESEL FUEL	\$	1,821.18
75232	MARCO TECHNOLOGIES, LLC	PD COPIER	\$	1,378.11
75233	METRO CITIES	METRO CITIES 2024 MEMBERSHIP DUES	\$	3,264.00
75234	MN CHIEFS OF POLICE ASSOCIATION	CONFERENCE & SCHOOLS	\$	424.00
75235	MOCIC	MEMBERSHIP DUES	\$	150.00
75236	NYSTROM PUBLISHING CO	JAN-MARCH 2024 NEWSLETTER	\$	3,385.48
75237	STREICHER'S	UNIFORM ALLOWANCE--LEMKE	\$	170.95
75238	SUSA	SUSA MEMBERSHIP--LINNGREN	\$	125.00
75239	TASC	COBRA ADMIN FEE	\$	33.28
75240	WALTERS RECYCLING REFUSE SERV	2YD ORGANICS/ 6YD TRASH SERVICES	\$	691.81
75241	ZARNOTH BRUSH WORKS INC	WAFFER BROOM REFILL FOR TRACKLESS	\$	456.80
75242	AMERITAS	PAYROLL	\$	34.36
75243	CENTRAL PENSION FUND	PAYROLL	\$	1,560.00
75244	DEARBORN LIFE INSURANCE COMPANY	PAYROLL	\$	198.03
75245	HEALTH PARTNERS, INC	PAYROLL	\$	15,477.86
75246	L.E.L.S.	PAYROLL	\$	352.50
75247	LOCAL 49	PAYROLL	\$	105.00
75248	METLIFE	PAYROLL	\$	963.85
75249	NCPERS GROUP LIFE INS	PAYROLL	\$	16.00
75250	CAR WASH PARTNERS INC (dba: MISTER CAR W	CAR WASHES	\$	72.00
75251	DO-GOOD.BIZ INC	NEW JOURNEYS MAILING WINTER 2024	\$	1,212.02
75252	CITY OF FRIDLEY	2023 MEA WINTER BREAK FIELD TRIPS	\$	745.37
75253	MINNESOTA COACHES, INC	DAY TRIP BUS 12/07/23	\$	49.64
75254	PERFORMANCE PLUS dba HEALTH STRATEGIES	MEDICAL EXPENSES	\$	61.00
75255	SCHMITTY & SONS TRANSPORTATION	BRANSON EXTENDED TRIP BUS 11/14-11/19/23	\$	9,958.75
75256	ASPEN MILLS	UNIFORM ALLOWANCE--LEMKE	\$	445.73
75257	CINTAS	FLOOR MATS	\$	152.53
75258	CITY OF SPRING LAKE PARK	STAFF MEMO--MARCOS MUNIZ CUP MEMO	\$	75.00
75259	COLLEEN TIMMERS HAAG	MIXED MEDIA-HEARTS OF GLASS REFUND	\$	47.00
75260	COORDINATED BUSINESS SYSTEMS LTD	MAINT AGREEMENT	\$	510.39
75261	COTTENS INC	PARTS	\$	4.69
75262	INNOVATIVE OFFICE SOLUTIONS LLC	OPERATING SUPPLIES	\$	321.52
75263	J.R.'S APPLIANCE DISPOSAL	01/16/24 CURBSIDE RECYCLING	\$	200.00
75264	JIM RYGWALL	SENIOR VALENTINE LUNCH PERFORMANCE	\$	150.00
75265	MANSFIELD OIL COMPANY	DRY RUN	\$	300.00
75266	MICHAEL LEDMAN	ADULT YOGA JANUARY SESSION	\$	351.00
75267	PITNEY BOWES INC	METER RENTAL	\$	134.52
75268	SCHMITTY & SONS TRANSPORTATION	DAY TRIP FUNNY GIRL 01.17 TRANSPORT	\$	753.50
75269	SHRED-IT USA	SHREDDING SERVICES	\$	135.89
75270	SIRCHIE ACQUISITION COMPANY, LLC	MOBILE FIELD FORCE GEAR	\$	700.00
75271	XCEL ENERGY	MONTHLY UTILITIES	\$	3,600.70
75272	ALL AUTO GLASS - MINNEAPOLIS	WINDSHIELD CRACK REPAIR CODE ENFORCEMENT	\$	39.95
75273	ALL TRAFFIC SOLUTIONS	MAINTENANCE AGREEMENT	\$	4,500.00
75274	ASPEN MILLS	UNIFORM ALLOWANCE--SMITH	\$	91.40
75275	AXON ENTERPRISE, INC	RANGE EQUIPMENT & SUPPLIES	\$	123.85
75276	BARBARA HARLAN	MN GREEN MEMBERSHIP REIMBURSEMENT	\$	60.00
75277	BATTERIES PLUS BULBS	BATTERIES	\$	408.12
75278	COMPUTER INTERGRATION TECHNOLOGIES	ARUBA 600F X2 + EXTENDED WARRANTY	\$	13,249.30

CITY OF SPRING LAKE PARK
CLAIMS LIST APPROVED AND PAID
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<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
75279	COTTENS INC	PARTS	\$ 50.27
75280	DEPT OF PUBLIC SAFETY - HSEM	HSEM GOVERNORS CONFERENCE TRAINING	\$ 350.00
75281	DOUGLAS COUNTY HISTORICAL SOCIETY	GENERAL COOK MUSEUM & FRONTIER DINNER	\$ 300.00
75282	FASTENAL COMPANY	PARTS	\$ 44.51
75283	FERGUSON WATERWORKS #2518	LOCATOR	\$ 663.81
75284	FLEETPRIDE	PARTS	\$ 15.82
75285	GRAINGER INC	ANGLE GRINDER	\$ 286.78
75286	HEARTLAND TIRE INC	AUTO SERVICE & REPAIRS	\$ 192.00
75287	HYDRAULIC SPECIALTY INC	PARTS	\$ 62.03
75288	INDIGITAL	SCANNING SERVICES	\$ 2,528.66
75289	JOHN THOM	BASIC WATER OP & MAINT CLASS--CH/TH/TB	\$ 525.00
75290	JOSH ANTOINE	UNIFORM ALLOWANCE REIMBURSEMENT	\$ 31.98
75291	LAVONNE AVERY	ACTIVITY CANCELLATION REFUND	\$ 90.00
75292	LITTLE FALLS MACHINE, INC.	PARTS	\$ 159.46
75293	MANSFIELD OIL COMPANY	UNLEADED FUEL	\$ 968.63
75294	MARCOS MUNIZ	REMAINING ESCROW BALANCE REFUND	\$ 29.30
75295	MBPTA	MBPTA MEMBERSHIP--K. PEARSON	\$ 100.00
75296	MINNESOTA TRUCKING ASSOCIATION	MIP RE-CERTIFICATION--C.HAUGEN	\$ 110.00
75297	NORTHERN TOOL & EQUIPMENT	PARTS	\$ 237.49
75298	ODP BUSINESS SOLUTIONS, LLC	SUPPLIES	\$ 310.57
75299	RUFFRIDGE JOHNSON EQUIPMENT CO	PARTS	\$ 515.30
75300	SOCIAL CLUB SIMPLE	SOCIAL SIMPLE UBER CLASS	\$ 45.00
75301	STATE OF MINNESOTA	MANDATORY INSPECTION PROGRAM DECALS	\$ 20.00
75302	STREICHER'S	UNIFORM ALLOWANCE--LEMKE / MCDONOUGH	\$ 354.99
75303	THE GOOD YEAR TIRE & RUBBER COMPANY	TIRES	\$ 1,518.48
75304	THE HOME DEPOT CREDIT SERVICES	CC PMNT	\$ 656.77
75305	THE TOONIES	ENVIRO-FUN SHOW 50% DEPOSIT	\$ 425.00
75306	TRI STATE BOBCAT INC	NEW 2023 BOBCAT S66 T4 SKID-STEER LOADER	\$ 61,413.34
75307	WATER CONSERVATION SERVICE INC	LEAK LOCATE 01.10.24 OLD CENTRAL & 81ST	\$ 353.58
75308	ANOKA COUNTY CHIEFS OF POLICE ASSOC	2023 DUES & MEETING EXPENSES	\$ 93.00
75309	TOLL GAS & WELDING SUPPLY	PARTS	\$ 165.55
75310	WATER CONSERVATION SERVICE INC	LEAK LOCATE 12.05.23 79TH & 6TH	\$ 349.65
TOTAL DISBURSEMENTS			\$ 547,568.55

****This list includes 2023 budget expenses****

WHEREAS,

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

WHEREAS,

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

are proper.

NOW, THEREFORE BE IT RESOLVED:

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

Signed: _____

Mayor

Councilmembers:

ATTEST:

Daniel Buchholtz, Admin/Clerk-Treasurer

RESOLUTION NO. 2024-21

A RESOLUTION ACCEPTING A DONATION TO THE CITY FROM THE SPRING LAKE PARK LIONS CLUB

WHEREAS, the City of Spring Lake Park is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, and is specifically authorized to accept gifts; and

WHEREAS, the Spring Lake Park Lions Club has offered to contribute \$23,000.00 to the city; and

WHEREAS, the Spring Lake Park Lions Club's donation is to be applied towards Tower Days, Sanburnol Park and the Recreation Department

WHEREAS, all such donations have been contributed to the city for the benefit of its citizens, as allowed by law; and

WHEREAS, the City Council finds that it is appropriate to accept the donations offered.

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

1. The donations described above are accepted with gratitude and shall be used to establish and/or operate services either alone or in cooperation with others, as allowed by law.
2. The city clerk is hereby directed to issue receipts to the donor acknowledging the city's receipt of the donation.

The foregoing resolution was moved for adoption by Councilmember

Upon roll call, the following voted aye:

And the following voted nay:

Whereupon the Mayor declared said resolution duly passed and adopted this 20th day of February 2024.

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

CITY OF SPRING LAKE PARK

Statement of Revenue and Expenditures

Revised Budget

For GENERAL FUND (101)

For the Fiscal Period 2024-1 Ending January 31, 2024

Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues						
Revenues						
101.00000.31010	CURRENT TAXES	\$ 3,823,887.00	\$ 0.00	\$ 3,823,887.00	\$ 0.00	100.00%
101.00000.31020	DELINQ TAXES	0.00	0.00	0.00	0.00	0.00%
101.00000.31040	FISCAL DISPARITIES	0.00	0.00	0.00	0.00	0.00%
101.00000.31050	EXCESS TIF	0.00	0.00	0.00	0.00	0.00%
101.00000.31910	PENALTIES & INTEREST	0.00	0.00	0.00	0.00	0.00%
101.00000.32110	LIQUOR LICENSES	31,827.00	5,966.74	31,827.00	5,966.74	81.25%
101.00000.32111	OFF-SALE LIQUOR	310.00	0.00	310.00	0.00	100.00%
101.00000.32178	PAWN INVESTIGATION FEE	0.00	0.00	0.00	0.00	0.00%
101.00000.32179	PAWN SHOP LICENSES	6,252.00	521.00	6,252.00	521.00	91.67%
101.00000.32180	CIGARETTE,DANCE,BINGO,MIS	6,000.00	375.00	6,000.00	375.00	93.75%
101.00000.32181	SIGN PERMITS	5,500.00	500.00	5,500.00	500.00	90.91%
101.00000.32208	CONTRACTORS LICENSES	8,500.00	660.00	8,500.00	660.00	92.24%
101.00000.32210	BUILDING PERMIT	75,000.00	4,263.46	75,000.00	4,263.46	94.32%
101.00000.32211	BUILDING PERMIT SURCHARG	5,000.00	93.21	5,000.00	93.21	98.14%
101.00000.32215	DEMOLITION PERMIT	0.00	0.00	0.00	0.00	0.00%
101.00000.32230	PLUMBING PERMIT	5,000.00	551.65	5,000.00	551.65	88.97%
101.00000.32231	PLUMBING PERMIT SURCHARG	500.00	7.00	500.00	7.00	98.60%
101.00000.32232	HEATING & A/C PERMITS	10,000.00	510.00	10,000.00	510.00	94.90%
101.00000.32233	HTG & A/C SURCHARGES	1,000.00	6.40	1,000.00	6.40	99.36%
101.00000.32240	PET LICENSE	400.00	98.00	400.00	98.00	75.50%
101.00000.32260	CERTIFICATE OF OCCUPANCY	3,000.00	200.00	3,000.00	200.00	93.33%
101.00000.32261	VACANT PROPERTY REGISTRA	2,000.00	0.00	2,000.00	0.00	100.00%
101.00000.32262	SOLICITORS LICENSE	0.00	0.00	0.00	0.00	0.00%
101.00000.33401	LOCAL GOVERNMENT AID	771,720.00	0.00	771,720.00	0.00	100.00%
101.00000.33404	PERA INCREASE AID	0.00	0.00	0.00	0.00	0.00%
101.00000.33407	STATE FIRE AID	0.00	0.00	0.00	0.00	0.00%
101.00000.33416	POLICE TRAINING REIMB	10,000.00	0.00	10,000.00	0.00	100.00%
101.00000.33421	INSURANCE PREMIUM-POLICE	95,000.00	0.00	95,000.00	0.00	100.00%
101.00000.34102	ZONING LETTERS	200.00	0.00	200.00	0.00	100.00%
101.00000.34103	SPEC USE,ZONING,SUB-DIV	5,500.00	0.00	5,500.00	0.00	100.00%
101.00000.34104	PLAN REVIEW FEES	40,000.00	367.95	40,000.00	367.95	99.08%
101.00000.34105	SALE OF MAPS,COPIES ETC	300.00	0.00	300.00	0.00	100.00%
101.00000.34106	POLICE TESTING FEE	0.00	0.00	0.00	0.00	0.00%
101.00000.34107	ASSESSMENT SEARCHES	100.00	0.00	100.00	0.00	100.00%
101.00000.34108	ADMINISTRATION SAC CHARG	100.00	0.00	100.00	0.00	100.00%
101.00000.34109	FILING FEES	60.00	0.00	60.00	0.00	100.00%
101.00000.34110	ADMIN FEES (TAX STMTS)	0.00	0.00	0.00	0.00	0.00%
101.00000.34111	ADM. GAMBLING EXPENSES	41,027.00	0.00	41,027.00	0.00	100.00%
101.00000.34115	GUN RANGE FACILITY USE	375.00	0.00	375.00	0.00	100.00%
101.00000.34117	ROOM-FACILITY RENTAL	500.00	0.00	500.00	0.00	100.00%
101.00000.34201	POLICE & FIRE ALARM PERMIT	3,500.00	0.00	3,500.00	0.00	100.00%
101.00000.34202	POLICE REPORTS	500.00	190.00	500.00	190.00	62.00%
101.00000.34203	ACCIDENT REPORTS	0.00	0.00	0.00	0.00	0.00%
101.00000.34204	RENTAL HOUSING REGISTRATI	103,300.00	23,475.00	103,300.00	23,475.00	77.27%
101.00000.34205	RIGHT OF WAY APPLICATIONS	2,000.00	0.00	2,000.00	0.00	100.00%
101.00000.34206	MOWING SERVICES	0.00	0.00	0.00	0.00	0.00%

CITY OF SPRING LAKE PARK

Statement of Revenue and Expenditures

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For GENERAL FUND (101)

For the Fiscal Period 2024-1 Ending January 31, 2024

Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
101.00000.34210	PARK RESERVATION & USAGE	0.00	0.00	0.00	0.00	0.00%
101.00000.34801	INSURANCE DIVIDENDS	12,656.00	0.00	12,656.00	0.00	100.00%
101.00000.34949	RESTITUTION	0.00	0.00	0.00	0.00	0.00%
101.00000.34950	MISC REVENUE, REFUNDS & R	7,500.00	35.00	7,500.00	35.00	99.53%
101.00000.35101	COURT FINES	45,000.00	0.00	45,000.00	0.00	100.00%
101.00000.35102	ADM OFFENSE FINES	40,000.00	1,200.00	40,000.00	1,200.00	97.00%
101.00000.35347	TEP-GENERAL FUND PORTION	0.00	0.00	0.00	0.00	0.00%
101.00000.35348	PROPERTY ROOM REVENUE	500.00	0.00	500.00	0.00	100.00%
101.00000.35349	MN DRIVING DIVERSION PROG	750.00	0.00	750.00	0.00	100.00%
101.00000.35350	DETOX TRANSPORTATION	200.00	0.00	200.00	0.00	100.00%
101.00000.36201	SOLAR ENERGY CREDITS-XCE	0.00	0.00	0.00	0.00	0.00%
101.00000.36210	INTEREST EARNINGS	10,000.00	19,269.74	10,000.00	19,269.74	(92.70%)
101.00000.36230	CONTRIBUTIONS-PRIVATE	0.00	0.00	0.00	0.00	0.00%
101.00000.36901	LIAISON OFFICER	0.00	0.00	0.00	0.00	0.00%
101.00000.39100	REIM FOR ADMIN SERVICES	0.00	75.00	0.00	75.00	0.00%
101.00000.39101	RECYCLE PARK PRGM-REIM F	0.00	0.00	0.00	0.00	0.00%
101.00000.39200	OTHER TRANSFERS	0.00	0.00	0.00	0.00	0.00%
101.00000.39201	TRANSFER FROM OTHER FUN	0.00	0.00	0.00	0.00	0.00%
101.00000.39202	TRANSFER FROM PUBLIC UTILI	57,002.00	0.00	57,002.00	0.00	100.00%
101.00000.39203	CONTRIBUTION FROM LIQUOR	0.00	0.00	0.00	0.00	0.00%
101.00000.39205	TRANSFER-FROM TIF FUND	3,000.00	0.00	3,000.00	0.00	100.00%
101.00000.39206	TRANSFER FROM RECYCLING	4,000.00	0.00	4,000.00	0.00	100.00%
101.00000.39207	TRANSFER FROM RECREATIO	62,500.00	0.00	62,500.00	0.00	100.00%
101.00000.39208	TRANSFER FROM PUBLIC SAF	40,000.00	0.00	40,000.00	0.00	100.00%
101.00000.39600	EXISTING RESERVES	0.00	0.00	0.00	0.00	0.00%
Total Revenues		5,341,466.00	58,365.15	5,341,466.00	58,365.15	98.91%
Total GENERAL FUND Revenues		\$ 5,341,466.00	\$ 58,365.15	\$ 5,341,466.00	\$ 58,365.15	98.91%

Expenditures

MAYOR AND COUNCIL Expenditures

101.41110.01030	PART TIME EMPLOYEES	\$ 31,297.00	\$ 2,607.88	\$ 31,297.00	\$ 2,607.88	91.67%
101.41110.01211	DEFINED CONTR PLAN/PERA	1,565.00	130.41	1,565.00	130.41	91.67%
101.41110.01220	FICA/MC CONTRIBUTIONS-EMP	2,394.00	199.50	2,394.00	199.50	91.67%
101.41110.01510	WORKERS COMPENSATION	70.00	0.00	70.00	0.00	100.00%
101.41110.02100	OPERATING SUPPLIES	500.00	0.00	500.00	0.00	100.00%
101.41110.03210	TELEPHONE	0.00	0.00	0.00	0.00	0.00%
101.41110.03310	TRAVEL EXPENSE	500.00	0.00	500.00	0.00	100.00%
101.41110.03500	PRINTING & PUBLISHING	1,550.00	43.00	1,550.00	43.00	97.23%
101.41110.04000	CONTRACTUAL SERVICE	4,830.00	0.00	4,830.00	0.00	100.00%
101.41110.04300	CONFERENCE & SCHOOLS	5,470.00	350.00	5,470.00	350.00	93.60%
101.41110.04330	DUES & SUBSCRIPTIONS	16,139.00	5,982.00	16,139.00	5,982.00	62.93%
101.41110.04955	DISCRETIONARY	12,050.00	0.00	12,050.00	0.00	100.00%
Total MAYOR AND COUNCIL Expenditures		76,365.00	9,312.79	76,365.00	9,312.79	87.80%

ADMINISTRATION Expenditures

101.41400.01010	FULL TIME EMPLOYEES	367,554.00	20,647.23	367,554.00	20,647.23	94.38%
101.41400.01050	VACATION BUY BACK	6,000.00	0.00	6,000.00	0.00	100.00%

CITY OF SPRING LAKE PARK
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101.41400.01210	PERA CONTRIBUTIONS-EMPLO	27,567.00	2,047.35	27,567.00	2,047.35	92.57%
101.41400.01220	FICA/MC CONTRIBUTIONS-EMP	28,578.00	1,962.72	28,578.00	1,962.72	93.13%
101.41400.01300	HEALTH INSURANCE	66,802.00	4,847.34	66,802.00	4,847.34	92.74%
101.41400.01313	PRUDENTIAL LIFE INSURANCE	200.00	16.88	200.00	16.88	91.56%
101.41400.01510	WORKERS COMPENSATION	3,095.00	0.00	3,095.00	0.00	100.00%
101.41400.02000	OFFICE SUPPLIES	3,050.00	746.37	3,050.00	746.37	75.53%
101.41400.02030	PRINTED FORMS	1,925.00	0.00	1,925.00	0.00	100.00%
101.41400.02100	OPERATING SUPPLIES	615.00	89.91	615.00	89.91	85.38%
101.41400.02220	POSTAGE	2,706.00	134.52	2,706.00	134.52	95.03%
101.41400.03210	TELEPHONE	625.00	0.00	625.00	0.00	100.00%
101.41400.03310	TRAVEL EXPENSE	3,500.00	230.76	3,500.00	230.76	93.41%
101.41400.03410	EMPLOYMENT ADVERTISING	0.00	0.00	0.00	0.00	0.00%
101.41400.03500	PRINTING & PUBLISHING	300.00	0.00	300.00	0.00	100.00%
101.41400.03550	COUNTY FEES FOR SERVICE	1,550.00	0.00	1,550.00	0.00	100.00%
101.41400.04050	MAINTENANCE AGREEMENTS	13,790.00	364.13	13,790.00	364.13	97.36%
101.41400.04300	CONFERENCE & SCHOOLS	6,335.00	375.00	6,335.00	375.00	94.08%
101.41400.04330	DUES & SUBSCRIPTIONS	1,505.00	50.00	1,505.00	50.00	96.68%
101.41400.04380	BANK FEES	2,000.00	102.54	2,000.00	102.54	94.87%
101.41400.04390	US BANK CC REBATE-MISCELL	0.00	0.00	0.00	0.00	0.00%
101.41400.04500	CONTRACTUAL SERVICES	5,966.00	3,717.95	5,966.00	3,717.95	37.68%
101.41400.05000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00%
Total ADMINISTRATION Expenditures		543,663.00	35,332.70	543,663.00	35,332.70	93.50%
ASSESSOR Expenditures						
101.41500.04000	CONTRACTUAL SERVICE	39,140.00	0.00	39,140.00	0.00	100.00%
Total ASSESSOR Expenditures		39,140.00	0.00	39,140.00	0.00	100.00%
AUDIT & ACCTG SERVICES Expenditures						
101.41540.03010	AUDIT & ACCTG SERVICES	13,400.00	0.00	13,400.00	0.00	100.00%
Total AUDIT & ACCTG SERVICES Expenditures		13,400.00	0.00	13,400.00	0.00	100.00%
I.T. SERVICES Expenditures						
101.41600.04000	I.T. SERVICES	70,453.00	21,469.53	70,453.00	21,469.53	69.53%
Total I.T. SERVICES Expenditures		70,453.00	21,469.53	70,453.00	21,469.53	69.53%
LEGAL FEES Expenditures						
101.41610.03040	LEGAL FEES	122,500.00	0.00	122,500.00	0.00	100.00%
Total LEGAL FEES Expenditures		122,500.00	0.00	122,500.00	0.00	100.00%
ENGINEERING FEES Expenditures						
101.41710.03030	ENGINEERING FEES	6,500.00	0.00	6,500.00	0.00	100.00%
Total ENGINEERING FEES Expenditures		6,500.00	0.00	6,500.00	0.00	100.00%
PLANNING & ZONING Expenditures						
101.41720.02100	OPERATING SUPPLIES	100.00	0.00	100.00	0.00	100.00%
101.41720.02220	POSTAGE	100.00	0.00	100.00	0.00	100.00%
101.41720.03500	PRINTING & PUBLISHING	300.00	0.00	300.00	0.00	100.00%
101.41720.04000	PLANNER FEES	2,000.00	0.00	2,000.00	0.00	100.00%

CITY OF SPRING LAKE PARK

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Total PLANNING & ZONING Expenditures		2,500.00	0.00	2,500.00	0.00	100.00%
GOVERNMENT BUILDING Expenditures						
101.4194.01010 FULL TIME EMPLOYEES		19,443.00	1,098.37	19,443.00	1,098.37	94.35%
101.4194.01013 OVERTIME		0.00	0.00	0.00	0.00	0.00%
101.4194.01020 ON CALL SALARIES		500.00	0.00	500.00	0.00	100.00%
101.4194.01050 VACATION BUY BACK		400.00	0.00	400.00	0.00	100.00%
101.4194.01210 PERA CONTRIBUTIONS-EMPLO		1,459.00	107.70	1,459.00	107.70	92.62%
101.4194.01220 FICA/MC CONTRIBUTIONS-EMP		1,557.00	120.27	1,557.00	120.27	92.28%
101.4194.01300 HEALTH INSURANCE		3,140.00	201.86	3,140.00	201.86	93.57%
101.4194.01313 PRUDENTIAL LIFE INSURANCE		13.00	1.10	13.00	1.10	91.54%
101.4194.01510 WORKERS COMPENSATION		1,128.00	0.00	1,128.00	0.00	100.00%
101.4194.02100 OPERATING SUPPLIES		11,000.00	3,012.83	11,000.00	3,012.83	72.61%
101.4194.02200 REPAIR & MAINTENANCE		12,000.00	575.45	12,000.00	575.45	95.20%
101.4194.02225 LANDSCAPING MATERIALS		0.00	0.00	0.00	0.00	0.00%
101.4194.02280 UNIFORMS,SAFETY SHOES		288.00	187.50	288.00	187.50	34.90%
101.4194.03210 TELEPHONE		9,300.00	0.00	9,300.00	0.00	100.00%
101.4194.03810 ELECTRIC UTILITIES		24,000.00	130.57	24,000.00	130.57	99.46%
101.4194.03830 GAS UTILITIES		24,000.00	0.00	24,000.00	0.00	100.00%
101.4194.03841 RUBBISH REMOVAL		4,800.00	516.81	4,800.00	516.81	89.23%
101.4194.04000 CONTRACTUAL SERVICE		5,000.00	535.41	5,000.00	535.41	89.29%
101.4194.05000 CAPITAL OUTLAY		0.00	0.00	0.00	0.00	0.00%
101.4194.07000 PERMANENT TRANSFERS OUT		14,754.00	0.00	14,754.00	0.00	100.00%
Total GOVERNMENT BUILDING Expenditures		132,782.00	6,487.87	132,782.00	6,487.87	95.11%
POLICE PROTECTION Expenditures						
101.42100.01010 FULL TIME EMPLOYEES		1,213,735.00	79,622.91	1,213,735.00	79,622.91	93.44%
101.42100.01013 OVERTIME		100,000.00	2,414.62	100,000.00	2,414.62	97.59%
101.42100.01050 VACATION BUY BACK		8,000.00	0.00	8,000.00	0.00	100.00%
101.42100.01210 PERA CONTRIBUTIONS-EMPLO		218,203.00	15,768.20	218,203.00	15,768.20	92.77%
101.42100.01220 FICA/MC CONTRIBUTIONS-EMP		28,372.00	1,896.64	28,372.00	1,896.64	93.32%
101.42100.01300 HEALTH INSURANCE		223,659.00	14,881.36	223,659.00	14,881.36	93.35%
101.42100.01313 PRUDENTIAL LIFE INSURANCE		722.00	56.68	722.00	56.68	92.15%
101.42100.01510 WORKERS COMPENSATION		91,531.00	0.00	91,531.00	0.00	100.00%
101.42100.02000 OFFICE SUPPLIES		3,600.00	187.52	3,600.00	187.52	94.79%
101.42100.02030 PRINTED FORMS		2,200.00	0.00	2,200.00	0.00	100.00%
101.42100.02040 RANGE EQUIP & SUPPLIES		9,400.00	123.85	9,400.00	123.85	98.68%
101.42100.02100 OPERATING SUPPLIES		6,330.00	0.00	6,330.00	0.00	100.00%
101.42100.02120 MOTOR FUELS & LUBRICANTS		27,500.00	1,323.66	27,500.00	1,323.66	95.19%
101.42100.02220 POSTAGE		1,500.00	0.00	1,500.00	0.00	100.00%
101.42100.03050 MEDICAL EXPENSE		3,000.00	0.00	3,000.00	0.00	100.00%
101.42100.03210 TELEPHONE		3,425.00	0.00	3,425.00	0.00	100.00%
101.42100.03211 DATA SERVICES		39,105.00	1,467.59	39,105.00	1,467.59	96.25%
101.42100.03300 CLOTHING & PERSONAL EQUIP		11,450.00	1,431.92	11,450.00	1,431.92	87.49%
101.42100.03310 TRAVEL EXPENSE		1,200.00	0.00	1,200.00	0.00	100.00%
101.42100.03421 800 MHZ RADIO		0.00	0.00	0.00	0.00	0.00%
101.42100.04000 CONTRACTUAL SERVICE		61,683.00	16,275.22	61,683.00	16,275.22	73.61%
101.42100.04050 MAINTENANCE AGREEMENTS		8,600.00	6,388.50	8,600.00	6,388.50	25.72%
101.42100.04060 AUTO EQUIPMENT REPAIR		22,500.00	196.69	22,500.00	196.69	99.13%

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Revised Budget

For GENERAL FUND (101)

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Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
101.42100.04070	OTHER EQUIPMENT REPAIR	2,500.00	63.30	2,500.00	63.30	97.47%
101.42100.04300	CONFERENCE & SCHOOLS	30,000.00	1,764.00	30,000.00	1,764.00	94.12%
101.42100.04330	DUES & SUBSCRIPTIONS	1,895.00	587.00	1,895.00	587.00	69.02%
101.42100.05000	CAPITAL OUTLAY	56,000.00	39,525.00	56,000.00	39,525.00	29.42%
101.42100.07000	PERMANENT TRANSFERS OUT	18,000.00	0.00	18,000.00	0.00	100.00%
Total POLICE PROTECTION Expenditures		2,194,110.00	183,974.66	2,194,110.00	183,974.66	91.62%
FIRE PROTECTION Expenditures						
101.42200.04000	CONTRACTUAL SERVICE	279,344.00	23,215.00	279,344.00	23,215.00	91.69%
101.42200.04935	STATE FIRE AID	0.00	0.00	0.00	0.00	0.00%
101.42200.05000	CAPITAL OUTLAY	66,742.00	0.00	66,742.00	0.00	100.00%
101.42200.07000	PERMANENT TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00%
Total FIRE PROTECTION Expenditures		346,086.00	23,215.00	346,086.00	23,215.00	93.29%
CODE ENFORCEMENT Expenditures						
101.42300.01010	FULL TIME EMPLOYEES	213,203.00	12,141.36	213,203.00	12,141.36	94.31%
101.42300.01030	PART TIME EMPLOYEES	0.00	0.00	0.00	0.00	0.00%
101.42300.01040	TEMPORARY EMPLOYEES	0.00	0.00	0.00	0.00	0.00%
101.42300.01050	VACATION BUY BACK	3,300.00	0.00	3,300.00	0.00	100.00%
101.42300.01210	PERA CONTRIBUTIONS-EMPLO	23,864.00	1,198.59	23,864.00	1,198.59	94.98%
101.42300.01220	FICA/MC CONTRIBUTIONS-EMP	11,778.00	753.42	11,778.00	753.42	93.60%
101.42300.01300	HEALTH INSURANCE	43,789.00	3,042.12	43,789.00	3,042.12	93.05%
101.42300.01313	PRUDENTIAL LIFE INSURANCE	129.00	10.90	129.00	10.90	91.55%
101.42300.01510	WORKERS COMPENSATION	2,519.00	0.00	2,519.00	0.00	100.00%
101.42300.02000	OFFICE SUPPLIES	600.00	10.86	600.00	10.86	98.19%
101.42300.02100	OPERATING SUPPLIES	3,500.00	0.00	3,500.00	0.00	100.00%
101.42300.02120	MOTOR FUELS & LUBRICANTS	2,500.00	136.22	2,500.00	136.22	94.55%
101.42300.02200	REPAIR & MAINTENANCE	2,250.00	39.95	2,250.00	39.95	98.22%
101.42300.03210	TELEPHONE	1,500.00	0.00	1,500.00	0.00	100.00%
101.42300.03310	TRAVEL EXPENSE	250.00	0.00	250.00	0.00	100.00%
101.42300.04000	CONTRACTUAL SERVICE	1,500.00	0.00	1,500.00	0.00	100.00%
101.42300.04300	CONFERENCE & SCHOOLS	2,600.00	0.00	2,600.00	0.00	100.00%
101.42300.04330	DUES & SUBSCRIPTIONS	5,085.00	100.00	5,085.00	100.00	98.03%
101.42300.05000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00%
Total CODE ENFORCEMENT Expenditures		318,367.00	17,433.42	318,367.00	17,433.42	94.52%
STREET DEPARTMENT Expenditures						
101.43000.01010	FULL TIME EMPLOYEES	175,108.00	10,011.83	175,108.00	10,011.83	94.28%
101.43000.01013	OVERTIME	9,218.00	445.64	9,218.00	445.64	95.17%
101.43000.01020	ON CALL SALARIES	4,214.00	643.71	4,214.00	643.71	84.72%
101.43000.01050	VACATION BUY BACK	1,900.00	0.00	1,900.00	0.00	100.00%
101.43000.01210	PERA CONTRIBUTIONS-EMPLO	14,141.00	1,083.05	14,141.00	1,083.05	92.34%
101.43000.01220	FICA/MC CONTRIBUTIONS-EMP	14,570.00	1,119.19	14,570.00	1,119.19	92.32%
101.43000.01300	HEALTH INSURANCE	25,611.00	2,626.78	25,611.00	2,626.78	89.74%
101.43000.01313	PRUDENTIAL LIFE INSURANCE	105.00	8.82	105.00	8.82	91.60%
101.43000.01510	WORKERS COMPENSATION	14,797.00	0.00	14,797.00	0.00	100.00%
101.43000.02100	OPERATING SUPPLIES	0.00	524.27	0.00	524.27	0.00%
101.43000.02120	MOTOR FUELS & LUBRICANTS	18,000.00	1,034.10	18,000.00	1,034.10	94.26%
101.43000.02150	SHOP MATERIALS	5,000.00	269.36	5,000.00	269.36	94.61%

CITY OF SPRING LAKE PARK

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Statement of Revenue and Expenditures

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Revised Budget

For GENERAL FUND (101)

For the Fiscal Period 2024-1 Ending January 31, 2024

Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
101.43000.02200	REPAIR & MAINTENANCE	8,500.00	678.29	8,500.00	678.29	92.02%
101.43000.02210	EQUIPMENT PARTS	10,000.00	1,145.23	10,000.00	1,145.23	88.55%
101.43000.02221	TIRES	1,500.00	0.00	1,500.00	0.00	100.00%
101.43000.02224	STREET MAINT SUPPLIES	3,000.00	515.30	3,000.00	515.30	82.82%
101.43000.02226	SIGNS & STRIPING	9,000.00	0.00	9,000.00	0.00	100.00%
101.43000.02280	UNIFORMS,SAFETY SHOES	1,723.00	1,312.50	1,723.00	1,312.50	23.82%
101.43000.03210	TELEPHONE	370.00	0.00	370.00	0.00	100.00%
101.43000.04000	CONTRACTUAL SERVICE	1,040.00	0.00	1,040.00	0.00	100.00%
101.43000.04300	CONFERENCE & SCHOOLS	800.00	110.00	800.00	110.00	86.25%
101.43000.04330	DUES & SUBSCRIPTIONS	220.00	20.00	220.00	20.00	90.91%
101.43000.05000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00%
101.43000.07000	PERMANENT TRANSFERS OUT	50,000.00	0.00	50,000.00	0.00	100.00%
Total STREET DEPARTMENT Expenditures		368,817.00	21,548.07	368,817.00	21,548.07	94.16%
RECREATION DEPARTMENT Expenditures						
101.45100.01010	FULL TIME EMPLOYEES	284,923.00	16,508.68	284,923.00	16,508.68	94.21%
101.45100.01030	PART TIME EMPLOYEES	0.00	0.00	0.00	0.00	0.00%
101.45100.01040	TEMPORARY EMPLOYEES	30,645.00	202.50	30,645.00	202.50	99.34%
101.45100.01050	VACATION BUY BACK	3,000.00	0.00	3,000.00	0.00	100.00%
101.45100.01210	PERA CONTRIBUTIONS-EMPLO	21,370.00	1,622.60	21,370.00	1,622.60	92.41%
101.45100.01220	FICA/MC CONTRIBUTIONS-EMP	24,372.00	1,635.76	24,372.00	1,635.76	93.29%
101.45100.01300	HEALTH INSURANCE	45,934.00	3,347.34	45,934.00	3,347.34	92.71%
101.45100.01313	PRUDENTIAL LIFE INSURANCE	155.00	13.08	155.00	13.08	91.56%
101.45100.01510	WORKERS COMPENSATION	17,903.00	0.00	17,903.00	0.00	100.00%
101.45100.02000	OFFICE SUPPLIES	2,261.00	225.57	2,261.00	225.57	90.02%
101.45100.02220	POSTAGE	13,710.00	0.00	13,710.00	0.00	100.00%
101.45100.02290	RECREATION EQUIP SUPPLIES	3,000.00	0.00	3,000.00	0.00	100.00%
101.45100.03310	TRAVEL EXPENSE	1,000.00	0.00	1,000.00	0.00	100.00%
101.45100.03410	EMPLOYMENT ADVERTISING	50.00	0.00	50.00	0.00	100.00%
101.45100.03500	PRINTING & PUBLISHING	22,700.00	0.00	22,700.00	0.00	100.00%
101.45100.04300	CONFERENCE & SCHOOLS	1,550.00	0.00	1,550.00	0.00	100.00%
101.45100.04330	DUES & SUBSCRIPTIONS	680.00	180.00	680.00	180.00	73.53%
101.45100.05000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00%
Total RECREATION DEPARTMENT Expenditures		473,253.00	23,735.53	473,253.00	23,735.53	94.98%
PARKS DEPARTMENT Expenditures						
101.45200.01010	FULL TIME EMPLOYEES	180,012.00	10,113.89	180,012.00	10,113.89	94.38%
101.45200.01013	OVERTIME	9,218.00	0.00	9,218.00	0.00	100.00%
101.45200.01020	ON CALL SALARIES	4,214.00	0.00	4,214.00	0.00	100.00%
101.45200.01040	TEMPORARY EMPLOYEES	35,000.00	640.00	35,000.00	640.00	98.17%
101.45200.01050	VACATION BUY BACK	3,000.00	0.00	3,000.00	0.00	100.00%
101.45200.01210	PERA CONTRIBUTIONS-EMPLO	14,509.00	996.23	14,509.00	996.23	93.13%
101.45200.01220	FICA/MC CONTRIBUTIONS-EMP	17,706.00	1,149.10	17,706.00	1,149.10	93.51%
101.45200.01300	HEALTH INSURANCE	26,096.00	2,400.78	26,096.00	2,400.78	90.80%
101.45200.01313	PRUDENTIAL LIFE INSURANCE	105.00	8.80	105.00	8.80	91.62%
101.45200.01510	WORKERS COMPENSATION	14,730.00	0.00	14,730.00	0.00	100.00%
101.45200.02100	OPERATING SUPPLIES	1,000.00	27.97	1,000.00	27.97	97.20%
101.45200.02120	MOTOR FUELS & LUBRICANTS	16,500.00	975.27	16,500.00	975.27	94.09%
101.45200.02200	REPAIR & MAINTENANCE	25,300.00	0.00	25,300.00	0.00	100.00%

CITY OF SPRING LAKE PARK

Statement of Revenue and Expenditures

Revised Budget
For GENERAL FUND (101)
For the Fiscal Period 2024-1 Ending January 31, 2024

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
101.45200.02205 LAKESIDE PK EXP TO BE REIM	0.00	0.00	0.00	0.00	0.00%
101.45200.02210 EQUIPMENT PARTS	6,000.00	0.00	6,000.00	0.00	100.00%
101.45200.02221 TIRES	1,000.00	0.00	1,000.00	0.00	100.00%
101.45200.02225 LANDSCAPING MATERIALS	15,852.00	0.00	15,852.00	0.00	100.00%
101.45200.02280 UNIFORMS,SAFETY SHOES	1,922.00	1,312.50	1,922.00	1,312.50	31.71%
101.45200.02290 RECREATION EQUIP SUPPLIES	6,600.00	0.00	6,600.00	0.00	100.00%
101.45200.03210 TELEPHONE	500.00	0.00	500.00	0.00	100.00%
101.45200.03810 ELECTRIC UTILITIES	5,500.00	334.74	5,500.00	334.74	93.91%
101.45200.03830 GAS UTILITIES	5,000.00	0.00	5,000.00	0.00	100.00%
101.45200.03841 RUBBISH REMOVAL	1,000.00	0.00	1,000.00	0.00	100.00%
101.45200.04190 SATELLITE RENTAL	1,998.00	0.00	1,998.00	0.00	100.00%
101.45200.04300 CONFERENCE & SCHOOLS	2,500.00	0.00	2,500.00	0.00	100.00%
101.45200.04330 DUES & SUBSCRIPTIONS	88.00	0.00	88.00	0.00	100.00%
101.45200.04500 CONTRACTUAL SERVICES	1,780.00	0.00	1,780.00	0.00	100.00%
101.45200.04901 LAKESIDE PARK EXPENSE	12,500.00	0.00	12,500.00	0.00	100.00%
101.45200.05000 CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00%
Total PARKS DEPARTMENT Expenditures	409,630.00	17,959.28	409,630.00	17,959.28	95.62%
MISCELLANEOUS Expenditures					
101.49000.01300 HEALTH INSURANCE	800.00	33.28	800.00	33.28	95.84%
101.49000.01313 COBRA-H.S.A. FEES	0.00	0.00	0.00	0.00	0.00%
101.49000.03600 INSURANCE	60,000.00	0.00	60,000.00	0.00	100.00%
101.49000.04000 CONTRACTUAL SERVICE	10,000.00	0.00	10,000.00	0.00	100.00%
101.49000.04389 CONTINGENCY FUND	10,000.00	0.00	10,000.00	0.00	100.00%
101.49000.04390 MISCELLANEOUS	10,000.00	0.00	10,000.00	0.00	100.00%
101.49000.04420 SURCHARGES-PLMG	200.00	0.00	200.00	0.00	100.00%
101.49000.04430 SURCHARGES-HTG	400.00	0.00	400.00	0.00	100.00%
101.49000.04440 SURCHARGES-BLDG	5,000.00	0.00	5,000.00	0.00	100.00%
101.49000.05000 CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00%
101.49000.07000 PERMANENT TRANSFERS OUT	127,500.00	25,000.00	127,500.00	25,000.00	80.39%
Total MISCELLANEOUS Expenditures	223,900.00	25,033.28	223,900.00	25,033.28	88.82%
WATER DEPARTMENT Expenditures					
101.49400.04330 DUES & SUBSCRIPTIONS	0.00	0.00	0.00	0.00	0.00%
Total WATER DEPARTMENT Expenditures	0.00	0.00	0.00	0.00	0.00%
Total GENERAL FUND Expenditures	\$ 5,341,466.00	\$ 385,502.13	\$ 5,341,466.00	\$ 385,502.13	92.78%
GENERAL FUND Excess of Revenues Over Expenditure \$	0.00	\$ (327,136.98)	0.00	\$ (327,136.98)	0.00%

CITY OF SPRING LAKE PARK

Statement of Revenue and Expenditures

Revised Budget

For PUBLIC UTILITIES OPERATIONS (601)

For the Fiscal Period 2024-1 Ending January 31, 2024

Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
601.49400.02000	OFFICE SUPPLIES	1,000.00	67.89	1,000.00	67.89	93.21%
601.49400.02030	PRINTED FORMS	1,600.00	0.00	1,600.00	0.00	100.00%
601.49400.02100	OPERATING SUPPLIES	1,000.00	773.00	1,000.00	773.00	22.70%
601.49400.02120	MOTOR FUELS & LUBRICANTS	5,000.00	176.49	5,000.00	176.49	96.47%
601.49400.02200	REPAIR & MAINTENANCE	75,000.00	353.58	75,000.00	353.58	99.53%
601.49400.02210	EQUIPMENT PARTS	1,500.00	0.00	1,500.00	0.00	100.00%
601.49400.02220	POSTAGE	2,500.00	0.00	2,500.00	0.00	100.00%
601.49400.02221	TIRES	1,500.00	1,518.48	1,500.00	1,518.48	(1.23%)
601.49400.02222	STREET REPAIRS	22,500.00	0.00	22,500.00	0.00	100.00%
601.49400.02261	WATER TESTING	1,100.00	0.00	1,100.00	0.00	100.00%
601.49400.02262	WATER METER & SUPPLIES	6,500.00	0.00	6,500.00	0.00	100.00%
601.49400.02264	SAFE DRINKING WATER FEE	21,500.00	0.00	21,500.00	0.00	100.00%
601.49400.02280	UNIFORM ALLOWANCE	1,100.00	843.75	1,100.00	843.75	23.30%
601.49400.03010	AUDIT & ACCTG SERVICES	6,700.00	0.00	6,700.00	0.00	100.00%
601.49400.03030	ENGINEERING FEES	2,500.00	0.00	2,500.00	0.00	100.00%
601.49400.03040	LEGAL FEES	300.00	0.00	300.00	0.00	100.00%
601.49400.03210	TELEPHONE	875.00	2.63	875.00	2.63	99.70%
601.49400.03310	TRAVEL EXPENSE	1,500.00	0.00	1,500.00	0.00	100.00%
601.49400.03500	PRINTING & PUBLISHING	11,250.00	3,385.48	11,250.00	3,385.48	69.91%
601.49400.03600	INSURANCE	14,000.00	0.00	14,000.00	0.00	100.00%
601.49400.03870	WATER USAGE-CITY OF BLAIN	31,000.00	0.00	31,000.00	0.00	100.00%
601.49400.04000	CONTRACTUAL SERVICE	8,500.00	0.00	8,500.00	0.00	100.00%
601.49400.04050	MAINTENANCE AGREEMENTS	11,613.00	515.29	11,613.00	515.29	95.56%
601.49400.04200	DEPRECIATION	0.00	0.00	0.00	0.00	0.00%
601.49400.04300	CONFERENCE & SCHOOLS	2,000.00	525.00	2,000.00	525.00	73.75%
601.49400.04330	DUES & SUBSCRIPTIONS	500.00	62.50	500.00	62.50	87.50%
601.49400.04370	PERMITS AND TAXES	10,000.00	3,153.00	10,000.00	3,153.00	68.47%
601.49400.04470	SURCHARGES-WATER	0.00	0.00	0.00	0.00	0.00%
601.49400.05000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00%
601.49400.07000	PERMANENT TRANSFERS OUT	173,875.00	30,000.00	173,875.00	30,000.00	82.75%
Total WATER DEPARTMENT Expenditures		627,336.00	52,330.94	627,336.00	52,330.94	91.66%
WATER TREATMENT PLANT Expenditures						
601.49402.02100	OPERATING SUPPLIES	300.00	0.00	300.00	0.00	100.00%
601.49402.02120	MOTOR FUELS & LUBRICANTS	3,000.00	0.00	3,000.00	0.00	100.00%
601.49402.02160	CHEMICALS & CHEMICAL PRO	30,000.00	120.00	30,000.00	120.00	99.60%
601.49402.02200	REPAIR & MAINTENANCE	20,000.00	113.07	20,000.00	113.07	99.43%
601.49402.02210	EQUIPMENT PARTS	8,000.00	0.00	8,000.00	0.00	100.00%
601.49402.03030	ENGINEERING FEES	1,000.00	0.00	1,000.00	0.00	100.00%
601.49402.03040	LEGAL FEES	0.00	0.00	0.00	0.00	0.00%
601.49402.03500	PRINTING & PUBLISHING	300.00	0.00	300.00	0.00	100.00%
601.49402.03600	INSURANCE	14,000.00	0.00	14,000.00	0.00	100.00%
601.49402.03810	ELECTRIC UTILITIES	102,000.00	1,900.27	102,000.00	1,900.27	98.14%
601.49402.03830	GAS UTILITIES	3,500.00	0.00	3,500.00	0.00	100.00%
601.49402.04000	CONTRACTUAL SERVICE	2,000.00	0.00	2,000.00	0.00	100.00%
601.49402.04200	DEPRECIATION	0.00	0.00	0.00	0.00	0.00%
601.49402.04300	CONFERENCE & SCHOOLS	0.00	0.00	0.00	0.00	0.00%
601.49402.04330	DUES & SUBSCRIPTIONS	0.00	0.00	0.00	0.00	0.00%
601.49402.04370	PERMITS,DUES,SUBSCRIPTIO	2,600.00	0.00	2,600.00	0.00	100.00%

CITY OF SPRING LAKE PARK

Statement of Revenue and Expenditures

Revised Budget

For PUBLIC UTILITIES OPERATIONS (601)

For the Fiscal Period 2024-1 Ending January 31, 2024

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
601.49402.05000 CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00%
601.49402.07000 PERMANENT TRANSFERS OUT	24,271.00	15,000.00	24,271.00	15,000.00	38.20%
Total WATER TREATMENT PLANT Expenditures	210,971.00	17,133.34	210,971.00	17,133.34	91.88%
SEWER DEPARTMENT Expenditures					
601.49450.01010 FULL TIME EMPLOYEES	137,607.00	7,685.09	137,607.00	7,685.09	94.42%
601.49450.01013 OVERTIME	9,480.00	0.00	9,480.00	0.00	100.00%
601.49450.01020 ON CALL SALARIES	5,417.00	0.00	5,417.00	0.00	100.00%
601.49450.01040 TEMPORARY EMPLOYEES	0.00	0.00	0.00	0.00	0.00%
601.49450.01050 VACATION BUY BACK	3,000.00	0.00	3,000.00	0.00	100.00%
601.49450.01210 PERA CONTRIBUTIONS-EMPLO	11,057.00	757.72	11,057.00	757.72	93.15%
601.49450.01220 FICA/MC CONTRIBUTIONS-EMP	11,900.00	811.31	11,900.00	811.31	93.18%
601.49450.01300 HEALTH & DENTAL INSURANC	25,128.00	1,692.20	25,128.00	1,692.20	93.27%
601.49450.01313 LIFE INSURANCE	95.00	7.80	95.00	7.80	91.79%
601.49450.01510 WORKERS COMPENSATION	8,286.00	0.00	8,286.00	0.00	100.00%
601.49450.02000 OFFICE SUPPLIES	800.00	0.00	800.00	0.00	100.00%
601.49450.02030 PRINTED FORMS	1,600.00	0.00	1,600.00	0.00	100.00%
601.49450.02100 OPERATING SUPPLIES	500.00	109.19	500.00	109.19	78.16%
601.49450.02120 MOTOR FUELS & LUBRICANTS	4,000.00	176.50	4,000.00	176.50	95.59%
601.49450.02200 REPAIR & MAINTENANCE	15,000.00	29.85	15,000.00	29.85	99.80%
601.49450.02210 EQUIPMENT PARTS	8,000.00	0.00	8,000.00	0.00	100.00%
601.49450.02220 POSTAGE	2,500.00	0.00	2,500.00	0.00	100.00%
601.49450.02221 TIRES	1,500.00	0.00	1,500.00	0.00	100.00%
601.49450.02222 STREET REPAIRS	3,000.00	0.00	3,000.00	0.00	100.00%
601.49450.02262 WATER METER & SUPPLIES	6,500.00	0.00	6,500.00	0.00	100.00%
601.49450.02280 UNIFORM ALLOWANCE	1,050.00	843.75	1,050.00	843.75	19.64%
601.49450.03010 AUDIT & ACCTG SERVICES	6,700.00	0.00	6,700.00	0.00	100.00%
601.49450.03030 ENGINEERING FEES	1,000.00	0.00	1,000.00	0.00	100.00%
601.49450.03040 LEGAL FEES	300.00	0.00	300.00	0.00	100.00%
601.49450.03210 TELEPHONE	875.00	2.64	875.00	2.64	99.70%
601.49450.03310 TRAVEL EXPENSE	1,500.00	0.00	1,500.00	0.00	100.00%
601.49450.03500 PRINTING & PUBLISHING	300.00	0.00	300.00	0.00	100.00%
601.49450.03600 INSURANCE	15,300.00	0.00	15,300.00	0.00	100.00%
601.49450.03810 ELECTRIC UTILITIES	5,800.00	507.10	5,800.00	507.10	91.26%
601.49450.03840 METRO WASTE CONTROL	623,491.00	51,957.59	623,491.00	51,957.59	91.67%
601.49450.04000 CONTRACTUAL SERVICE	10,000.00	0.00	10,000.00	0.00	100.00%
601.49450.04050 MAINTENANCE AGREEMENTS	9,868.00	515.29	9,868.00	515.29	94.78%
601.49450.04200 DEPRECIATION	0.00	0.00	0.00	0.00	0.00%
601.49450.04300 CONFERENCE & SCHOOLS	2,000.00	0.00	2,000.00	0.00	100.00%
601.49450.04330 DUES & SUBSCRIPTIONS	340.00	62.50	340.00	62.50	81.62%
601.49450.04390 MISCELLANEOUS	250.00	0.00	250.00	0.00	100.00%
601.49450.04450 RESERVE CAPACITY CHARGE	12,425.00	0.00	12,425.00	0.00	100.00%
601.49450.04460 SURCHARGES-SEWER	0.00	0.00	0.00	0.00	0.00%
601.49450.05000 CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00%
601.49450.07000 PERMANENT TRANSFERS OUT	216,333.00	30,000.00	216,333.00	30,000.00	86.13%
Total SEWER DEPARTMENT Expenditures	1,162,902.00	95,158.53	1,162,902.00	95,158.53	91.82%
Total PUBLIC UTILITIES OPERATIONS Expenditures	\$ 2,001,209.00	\$ 164,622.81	\$ 2,001,209.00	\$ 164,622.81	91.77%

CITY OF SPRING LAKE PARK
Statement of Revenue and Expenditures
Revised Budget
For PUBLIC UTILITIES OPERATIONS (601)
For the Fiscal Period 2024-1 Ending January 31, 2024

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
PUBLIC UTILITIES OPERATIONS Excess of Revenues O \$	0.00 \$	(164,566.44) \$	0.00 \$	(164,566.44)	0.00%

CITY OF SPRING LAKE PARK
Statement of Revenue and Expenditures

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Revised Budget
 For STORMWATER UTILITY (603)
 For the Fiscal Period 2024-1 Ending January 31, 2024

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
Revenues					
603.00000.36200 MISC REVENUES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
603.00000.36210 INTEREST EARNINGS	500.00	0.00	500.00	0.00	100.00%
603.00000.36504 STORMWATER COLLECTION	103,364.00	130.36	103,364.00	130.36	99.87%
603.00000.36505 STORMWATER TRANSFER	0.00	0.00	0.00	0.00	0.00%
603.00000.36506 STORMWATER PENALTIES	1,000.00	0.00	1,000.00	0.00	100.00%
603.00000.39201 TRANSFER FROM OTHER FUN	0.00	0.00	0.00	0.00	0.00%
Total Revenues	104,864.00	130.36	104,864.00	130.36	99.88%
Total STORMWATER UTILITY Revenues	\$ 104,864.00	\$ 130.36	\$ 104,864.00	\$ 130.36	99.88%
Expenditures					
STORMWATER UTILITY Expenditures					
603.49785.01010 FULL TIME EMPLOYEES	\$ 12,434.00	\$ 711.87	\$ 12,434.00	\$ 711.87	94.27%
603.49785.01013 OVERTIME	0.00	0.00	0.00	0.00	0.00%
603.49785.01040 TEMPORARY EMPLOYEES	0.00	0.00	0.00	0.00	0.00%
603.49785.01050 VACATION BUY BACK	1,000.00	0.00	1,000.00	0.00	100.00%
603.49785.01210 PERA CONTRIBUTIONS-EMPLO	1,008.00	70.51	1,008.00	70.51	93.00%
603.49785.01220 FICA/MC CONTRIBUTIONS-EMP	1,028.00	69.95	1,028.00	69.95	93.20%
603.49785.01300 HEALTH INSURANCE	1,370.00	130.66	1,370.00	130.66	90.46%
603.49785.01313 LIFE INSURANCE	7.00	0.44	7.00	0.44	93.71%
603.49785.01510 WORKERS COMPENSATION	452.00	0.00	452.00	0.00	100.00%
603.49785.02200 REPAIR & MAINTENANCE	25,000.00	0.00	25,000.00	0.00	100.00%
603.49785.02280 UNIFORM ALLOWANCE	65.00	0.00	65.00	0.00	100.00%
603.49785.03030 ENGINEERING FEES	8,000.00	0.00	8,000.00	0.00	100.00%
603.49785.03040 LEGAL FEES	500.00	0.00	500.00	0.00	100.00%
603.49785.03500 PRINTING & PUBLISHING	1,000.00	0.00	1,000.00	0.00	100.00%
603.49785.04000 CONTRACTUAL SERVICE	25,000.00	0.00	25,000.00	0.00	100.00%
603.49785.05000 CAPITAL OUTLAY	28,000.00	0.00	28,000.00	0.00	100.00%
603.49785.07000 PERMANENT TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00%
Total STORMWATER UTILITY Expenditures	104,864.00	983.43	104,864.00	983.43	99.06%
Total STORMWATER UTILITY Expenditures	\$ 104,864.00	\$ 983.43	\$ 104,864.00	\$ 983.43	99.06%
STORMWATER UTILITY Excess of Revenues Over Expe	\$ 0.00	\$ (853.07)	\$ 0.00	\$ (853.07)	0.00%



CITY OF SPRING LAKE PARK
STATEMENT OF FUND BALANCE
JANUARY 31, 2024 - UNAUDITED

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE</u>
101	GENERAL	\$ 2,679,742.87
102	ELECTIONS	\$ 94,198.72
103	POLICE RESERVES	\$ 14,802.26
104	NORTH CENTRAL SUBURBAN CABLE	\$ 14,542.85
108	POLICE FORFEITURES	\$ 16,988.78
112	ESCROW TRUST	\$ 191,163.20
115	COMPREHENSIVE PLAN UPDATE	\$ 10,209.87
<u>SPECIAL REVENUE FUNDS</u>		
224	SMALL EQUIPMENT REPLACEMENT	\$ 25,242.56
225	PARK ACQUISITION & IMPROVEMENTS	\$ 190,208.87
226	PARK EQUIPMENT & IMPROVEMENTS	\$ 7,340.47
227	HRA EXCESS	\$ 1,120,688.84
229	SANBURNOL PARK IMPROVEMENTS	\$ 24,592.75
230	RECYCLING	\$ 123,260.17
234	STREET LIGHTING	\$ 85,437.42
235	RIGHT-OF-WAY MAINTENANCE	\$ 1,909.75
237	PARK & RECREATION SPECIAL PROJECTS	\$ 5,152.02
238	GRANTS & SPECIAL PROJECTS	\$ 1,298.47
240	TOWER DAYS	\$ 21,978.83
243	PUBLIC SAFETY RADIO REPLACEMENT	\$ 100,704.34
244	RECREATION PROGRAMS	\$ 317,934.14
248	TRAFFIC EDUCATION	\$ 35,777.21
249	EMERGENCY MANAGEMENT	\$ 19,700.39
250	ANIMAL CONTROL	\$ 6,358.01
251	FORESTRY	\$ 29,067.21
<u>DEBT SERVICE FUNDS</u>		
304	2016A NORTH METRO CABLE BOND DEBT SERVICE	\$ 303.43
306	LEGENDS OF SLP-TIF 6.1	\$ 17,077.94
328	2013B PUBLIC WORKS BUILDING-DEBT SERVICE	\$ -
329	2013A EQUIPMENT CERTIFICATE-DEBT SERVICE	\$ -
330	2014A G.O. IMPROVEMENT-DEBT SERVICE (2014-15 ST PRJ)	\$ -
331	2017A G.O. EQUIPMENT CERTIFICATE-SLP FIRE	\$ 12,560.39
332	2018A G.O. EQUIPMENT CERTIFICATE-DEBT SERVICE	\$ -
333	2018A SLP FIRE DEBT SERVICE (BLAINE)	\$ 17,597.21
334	2021A G. O. IMP BOND	\$ 367,873.05
384	2013A (Refi 2005A) FIRE DEPARTMENT-DEBT SERVICE	\$ 180.02
<u>CAPITAL PROJECTS FUNDS</u>		
400	REVOLVING CONSTRUCTION	\$ 910,366.20
	400a) MSA CONSTRUCTION REIMBURSEMENT	\$ 257,098.00
401	CAPITAL INVESTMENT	\$ 1,709,645.77
402	MSA MAINTENANCE	\$ 223,817.62
403	CAPITAL REPLACEMENT	\$ 417,102.41
407	SEALCOATING	\$ 92,949.22
410	LAKESIDE/LIONS PARK IMPROVEMENT	\$ 21,648.79
416	BUILDING MAINTENANCE & RENEWAL	\$ 157,104.51
425	STORM SEWER REHAB	\$ -
431	2017A G.O. EQUIPMENT CERTIFICATE-SLP FIRE	\$ -
432	2018A G.O. EQUIPMENT CERTIFICATE	\$ -
434	EQUIPMENT FUND (2023)	\$ 191,489.48
<u>ENTERPRISE FUNDS</u>		
600	PUBLIC UTILITY RENEWAL & REPLACEMENT	\$ 1,923,519.82
601	PUBLIC UTILITY OPERATIONS	\$ 698,778.46
602	WATER TREATMENT PLANT	\$ -
603	STORMWATER UTILITY	\$ 226,768.80
<u>INTERNAL SERVICE FUNDS</u>		
700	SEVERANCE	\$ 112,144.98
703	COVID-19 - ARPA 2021	\$ -
704	ARPA (704)	\$ 756,123.80
705	PUBLIC SAFETY AID	\$ 330,128.00
GRAND TOTAL		\$ 13,582,577.90

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

Contractor's Licenses

February 20, 2024

General Contractor

Henning Companies, LLC.

Mechanical Contractor

Top Tier Heating and A/C

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

Sign Permit

February 20, 2024

Inspo Beauty Co.
1450 85th Avenue NE



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

Sign Permit Application

DATE: Feb 14th 2024
NAME OF APPLICANT: Ashley Boggis Inspo Beauty Co.
ADDRESS OF APPLICANT: 1470 81st Ave NE Spring Lake Park, MN 55432
TELEPHONE NUMBER OF APPLICANT: 763 207-4013
NAME OF BUSINESS AND LOCATION of building structure, or lot to which or upon which the sign is to be attached or erected Inspo Beauty Co.

New Construction: Remodel: X Word Change Only:

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

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

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

Name of person, firm or corporation erecting the structure: Dandy Sign & Graphics

Address: 806 Como Ave S. Paul MN 55103

Is an Electrical Permit required? NO

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

SIGNATURE OF APPLICANT

FOR OFFICE USE ONLY: *****
FEE: \$75.00 RECEIPT NUMBER:

DATE OF APPROVAL: DATE OF ISSUE:

REASON FOR DENIAL:

ADDITIONAL REQUIREMENTS FOR SIGN PERMIT:

SQUARE FOOTAGE OF FRONT OF BUILDING: 2234

SQUARE FOOTAGE OF ALL EXISTING SIGNS: 0

SQUARE FOOTAGE OF PROPOSED SIGN OR SIGNS: 8ft by 2ft 16sq

INCLUDE A DRAWING SHOWING LOCATION AND MESSAGE ON SIGN.

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

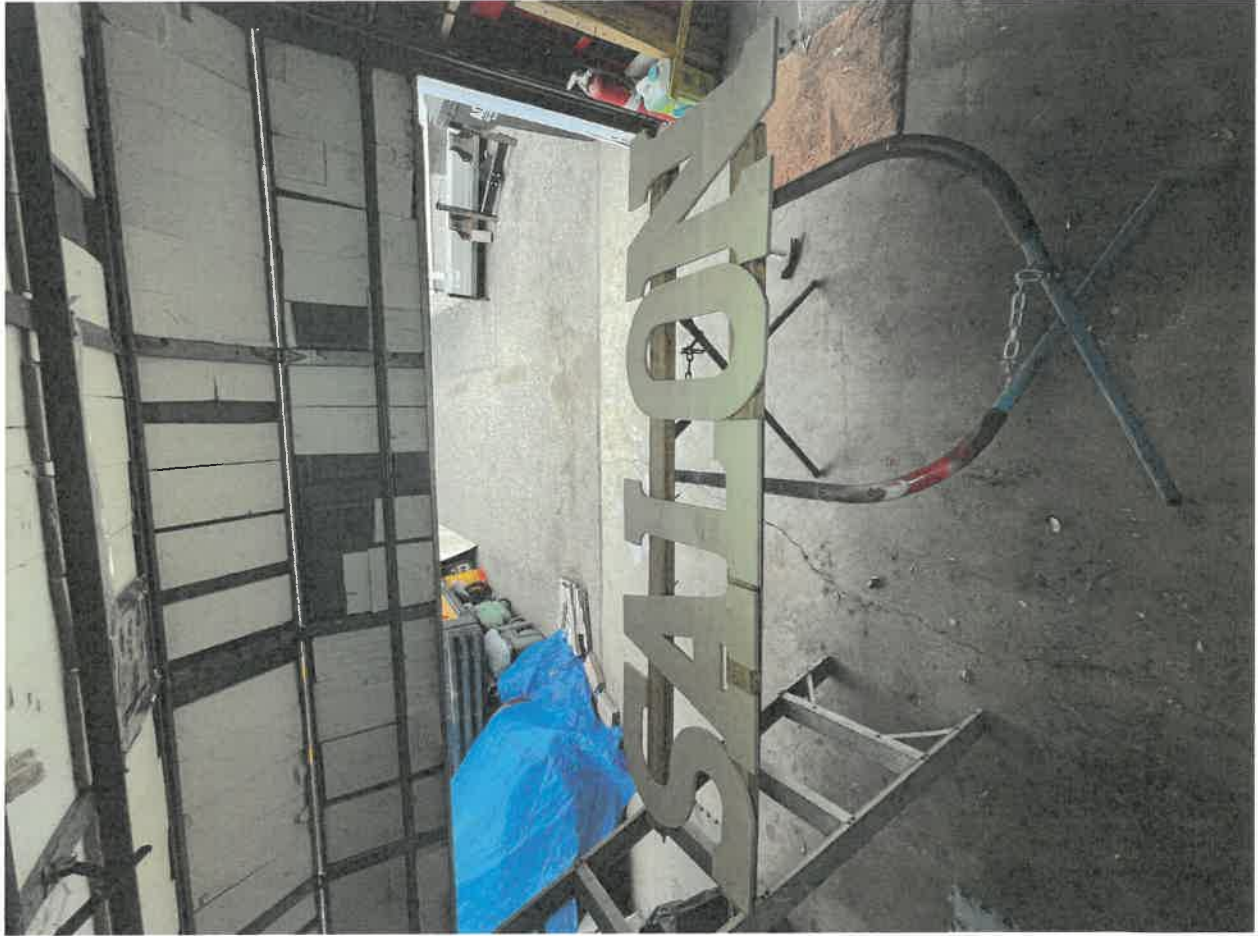
NOTE: ALL APPLICATIONS ARE DUE BY NOON ON THE TUESDAY PRECEDING THE COUNCIL MEETING.

DRAWING: See picture 8.

670sq - 3090
16sq - proposed

654 Remaining

proposed
\$75

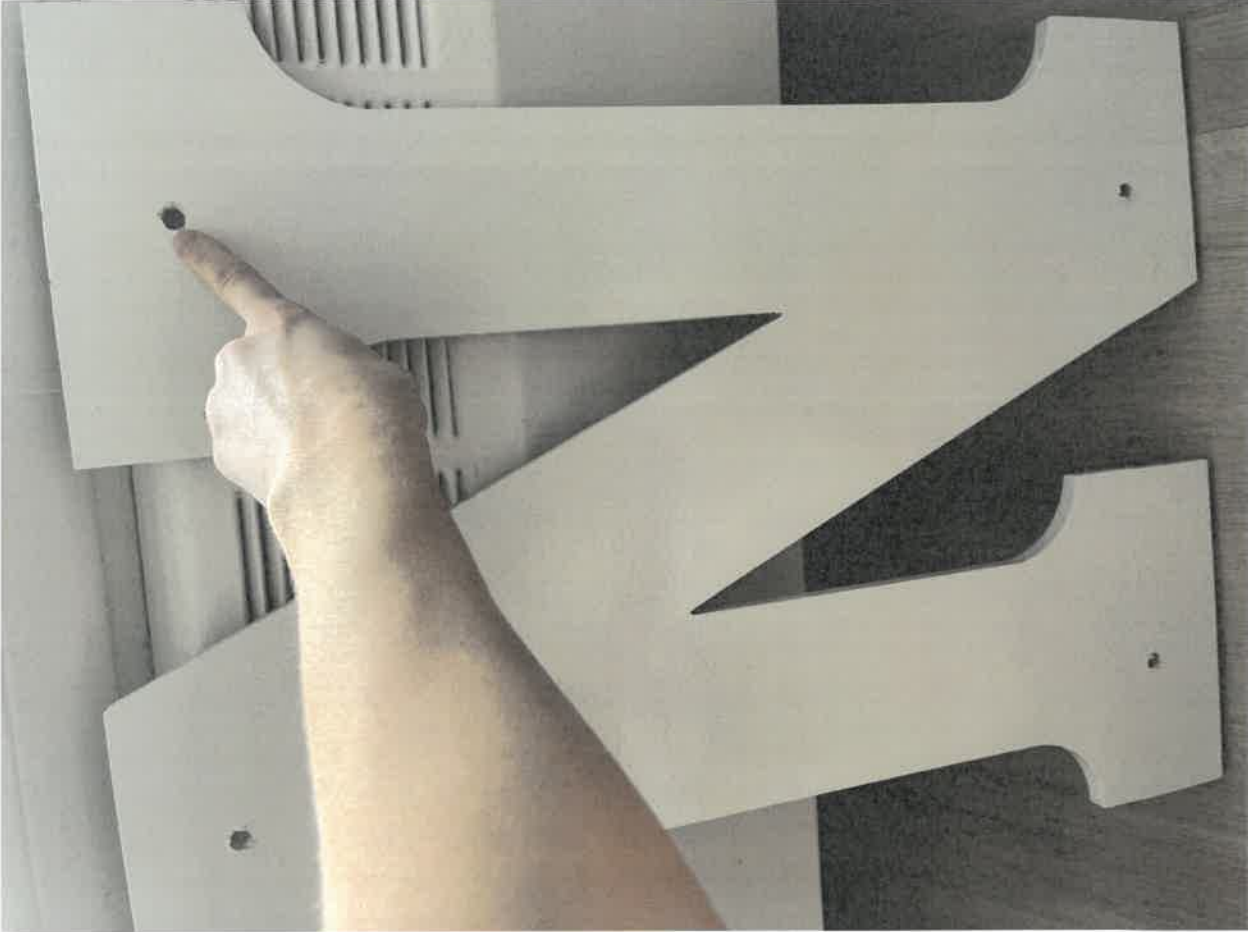


2' x 8'

167

1450 85th Ave







1440 Partners LLC

1450 85th Ave NE
Spring Lake Park, MN 55432

1440 Partners LLC gives permission to
Ashley Boggs dba Inspo Beauty Co to install
a sign on the building address listed above.

Sincerely

Mike Mitchell
1440 Partners LLC
Owner
612-296-5483
mike@mitchellmanage.com

A handwritten signature in black ink, appearing to read "Mike Mitchell", with a horizontal line extending to the right from the end of the signature.



Police Report

January 2024

Submitted for Council Meeting: February 20, 2024

The Spring Lake Park Police Department responded to or generated eight-hundred and three calls for service for the month of January 2024. This is compared to responding to or generating seven-hundred and sixty-four calls for service in January 2023.

Investigator Bennek reports handling thirty-nine cases for the month of January 2024, thirty-two felony and seven misdemeanor case. Investigator Bennek also continues to monitor six forfeiture cases. Inv. Bennek reported assisting with another Auto Theft Task Force detail during the month of January. Inv. Bennek continues to meet with HyVee security staff and brief them on recent thefts and the success we have had with installing a temporary camera in their parking lot. For further details see Investigator Bennek's attached report.

The month of January 2024 has been a busy month for myself as well, besides handling the day to day operations of the police department, I continued to represent the City of Spring Lake Park at several meetings in January 2024 including the below listed meeting:

- Department head meeting
- JLEC Governance Committee meeting
- School Safety Committee meeting
- Multiple North Command Mobile Field Force meetings
- Anoka County Chiefs meeting
- Intrepid network meeting
- Department meeting
- Critical Infrastructure committee meeting
- JLEC meeting

The Spring Lake Park Police Department would like to recognize our "Reserve Program" for their volunteer service that they provide the police department and our community. The "Spring Lake Park Police Department 2023 Reserve Unit Annual Report" is provided in your council packets. During the course of 2024, our Reserve Unit consisted of three individuals who worked two hundred and six hours

in our community throughout the year. The reserves provide services that would normally take up a considerable amount of time of our officers. This allows our officers to focus on other incidents in our community. Utilizing the 2023 Dollar Value of Volunteer Hours for the State of Minnesota, this equated to approximately \$6,676.15 in wages saved.

Unfortunately, in 2024, despite many efforts to recruit new Reserve Officers, we are finding a lack of qualified Police Reserve candidates. One of our founding Reserve Officers, Robert Schmidt, is still an active member and will be staying on as a Reserve Officer to bring the Reserve Unit to a close. Reserve Officer Schmidt, is still a very active reserve, putting in 186 hours of the 206.5 hours.

On behalf of myself and the Spring Lake Park Police Department Officers, I would personally like to thank each and every one of our Reserve Unit Officers for their volunteer service and dedication they display on every shift to the police department and our community. Again, thank you for your service!

This conclude my report for the month of January 2024.

I can answer any questions at this time?

City of Spring Lake Park
Police Department
2023 Reserve Unit



Annual Report

INTRODUCTION

Spring Lake Park Police Department Reserve Program started in 2006 and has been very useful to our department over the last 17 years. During the past year, members of the Reserve Program have contributed 206.5 volunteer hours.

The Reserve Program had been talked about for years and was finally approved in 2006. We started with just 5 Reserve members and we currently have 1.

The Spring Lake Park Police Department Reserve Unit is made up of individuals who volunteer their time to assist the Spring Lake Park Police Department with various needs and projects throughout the year. Without the help of our Reserve Program, the Police Department would likely incur additional overtime costs and be less responsive to the needs of our citizens and the community.

The primary responsibility of the Reserve Unit is to assist patrol officers in the delivery of quality service.

Specific tasks performed by Reserve Officers are:

- Assist at traffic accidents or traffic stops and overseeing the towing of impounded vehicles.
- Assist at crime scenes in securing the perimeter and searching for evidence.
- Transport prisoners to the Anoka County Jail and the two Detoxification Centers that we use; Ramsey County and Missions Detox in Plymouth.

- Assist at the City's Annual Tower Days Parade, which is a huge help to the City and the Police Department.
- Assist with Nite to Unite, Santa Parade, Touch a Truck, Panther 5k, and other events that come up during the year.

In emergency situations, members may be called into City Hall to assist the Police and Fire Departments with a variety of duties.

Unfortunately, with the current climate, despite many efforts to recruit new Reserve Officers, we are finding a lack of qualified Police Reserve candidates. One of our founding Reserve Officers, Robert Schmidt, is still an active member and will be staying on as a Reserve Officer to bring the Reserve Unit to a close. Reserve Officer Schmidt, is still a very active reserve, putting in 186 hours of the 206.5 hours.

If the current climate changes, and there is an interest for Police Reserves again, we will consider reopening the Reserve Unit. It is not cost-effective due to the demands of the Reserve Coordinators to attempt to bring on new Police Reserves at this time.

<u>Name</u>	<u>Appointment Date</u>	<u>Position</u>
Robert Schmidt	02-2006	Reserve Lieutenant

SUMMARY OF SERVICE

Our member of the Spring Lake Park Reserve Unit volunteered, as of 12-31-2023, 206.5 hours to the program and the community. This equates to \$6,676.15 in wages saved based on 2021 Dollar Value of Volunteer Hours (see below).

The below information comes from the nonprofit: Independent Sector

State Values for Volunteer Time

Value of a Volunteer Hour, by State: 2021			
Alabama: \$26.89	Illinois: \$30.97	Montana: \$26.48	Rhode Island: \$29.17
Alaska: \$31.34	Indiana: \$26.76	Nebraska: \$27.44	South Carolina: \$26.59
Arizona: \$28.00	Iowa: \$26.40	Nevada: \$26.18	South Dakota: \$25.52
Arkansas: \$23.79	Kansas: \$26.87	New Hampshire: \$30.75	Tennessee: \$26.02
California: \$35.56	Kentucky: \$24.83	New Jersey: \$32.39	Texas: \$28.14
Colorado: \$31.51	Louisiana: \$26.33	New Mexico: \$24.32	Utah: \$29.14
Connecticut: \$33.35	Maine: \$26.77	New York: \$34.59	Vermont: \$28.14
Delaware: \$28.47	Maryland: \$32.82	North Carolina: \$27.63	Virginia: \$30.80
D.C.: \$50.48	Massachusetts: \$36.38	North Dakota: \$27.95	Washington: \$34.87
Florida: \$27.68	Michigan: \$28.35	Ohio: \$27.07	West Virginia: \$25.07
Georgia: \$27.66	Minnesota: \$32.33	Oklahoma: \$24.96	Wisconsin: \$27.87
Hawaii: \$32.10	Mississippi: \$22.57		
Idaho: \$26.11			

	Missouri: \$27.21	Oregon: \$29.75	Wyoming: \$27.13
		Pennsylvania: \$27.98	

The Reserve Unit assisted the Spring Lake Park Police Department with 178.5 hours of patrol time, which assisted our officers with transports, accidents scenes and towed vehicle inventories.

Thank you to Spring Lake Park Police Reserve Officer Robert Schmidt for his continued service to our city.

Prepared by Sgt Richard Kramer

1/22/24



Investigator

Tony Bennek

Spring Lake Park Police Department

Monthly Report

January 2024

Total Case Load

Case Load by Level of Offense: 39

Felony	32
Gross Misdemeanor	0
Misdemeanor	7

Case Dispositions:

County Attorney	31
Juvenile County Attorney	0
City Attorney	8
Forward to Other Agency	0
SLP Liaison	0
Carried Over	0
Unfounded	0
Exceptionally Cleared	0
Closed/Inactive	0

Forfeitures:

Active Forfeitures	6
Forfeitures Closed	0

Parks and Recreation Department

January 2024 Report

Recreation Programs

Gingerbread Fun" - Adult/Child Class	QC Dance - Weekly Classes Session I (Ages 0-11)
Able Park Reservation - Girl Scouts 2024	Red Cross Babysitters Course (Ages 9-17)
Art Classes with Jill Mason	RevSports Basketball - Winter Session I (Ages 3-9)
Book Club	RevSports Volleyball - Winter Session I (Ages 3-9)
BROADWAY SERIES - Funny Girl	Snow Day at Able Park - FREE EVENT
Chair Yoga with Dawn - Session I	Social Simple Virtual - How to use Uber for Transportation
Dungeons & Dragons: Tabletop Gaming (Ages 10 & up)	Social Simple Virtual - Social Media for Business
Free: Medicare 101	Virtual Cooking Class: Rustic Italian Bread & Luscious Soups
Grandparent and Me - "It's a Chill Thing"	Yoga - January Session (Ages 18+)
Music Together - Winter Session (Ages 0-5)	Hawaii Tour
North Metro Boot Hockey League (Ages 18+)	Christmas Around the World in Omaha Tour is full.
North Metro Volleyball League - Winter Season (Ages 18+)	
Pickleball for Teens Clinic (Ages 10-16)	
Pickleball Skills & Drills (Ages 18+)	
Polar Trek Challenge	
QC Dance - One Day Dance Camps (Ages 4-18)	Serving 475 participants

Parks

- Community Raised Garden Beds at Sanburnol – returning gardeners have until March 1st to claim their box. After March 1st first come first served. 14 boxes
- Adopt-a-Flower Garden Program – each year residents may volunteer to maintain a flower garden in one of the parks. If interested please fill out form: <https://slprec.org/parksrec/webform/adopt-flower-garden-interest-form>
- Adopt-a-Drain Program -residents may adopt a storm drain in their neighborhood to help keep our waterways clean. Register at: <https://adopt-a-drain.org/>
- Able Park Playground Facelift project – Community Block Development Grant was awarded with the funds being dedicated to refurbishing existing structures and adding updated swings, and the 2-4-year-old structure along with universal surfacing leading up to some of the play structures. Removal of old equipment and new additions will begin this spring.

Tower Days - June 6-9, 2024

- Musical groups (Stone Daisy Band on Saturday evening and Power of Ten on Sunday evening), Lumberjacks and fireworks vendor are contracted.
- Donations from SLP Lions received and greatly appreciated for their continued support both financial and with volunteers. Additional sponsorship letters were sent at end of January.
- Applications for the parade, Craft and Business Fair, and food vendors are available on our website.
- The Committee's next meeting will be held on Tuesday, February 27th at 6:30pm City Hall. If interested in joining the committee please contact Kay at kokey@slpmn.org
- As events and activities are confirmed, they will be posted on www.slprec.org website.

Department Activity

- Staff is working on summer program development, seasonal hires and catalog development.
- Staff is working on cleaning up storage rooms and moving equipment into storage container or into park buildings upcoming City Hall renovation project. Staff is working getting documents scanned into Laserfiche files and creating scheduling calendar for Able Park Building for upcoming meetings normally held at City Hall.
- Director Okey attended the following meetings and events during the month:
 - City Council session
 - Park and Recreation Commission monthly meeting
 - Tower Days Planning Meeting
 - Department Head Meeting
 - Booked Summer Dine and Dance Performers

Senior Valentine Lunch Donations for door prizes:

- Anderson Heating & Air Conditioning 4 Cub Gift Cards at \$25 each
- Hibachi Grill and Super Buffet \$200 cash
- North Town Auto Sales \$200 cash
- Perfect 10 Quick Lube 1 Gift Card at \$100
- Total Medical Gift Bag - value at \$200 (or more)
- Mister Car Wash 4 Gift Certificates at about \$100 value
- Millers Bar and Grill 1 Gift Card at \$25
- Raising Canes Chicken 20 free kids' meals
- Ann Radichel 2 Handmade Quilts
- Hy-Vee - 2 Gift Cards left over from previous event
 - 4 Gift Cards purchased with cash donations

Upcoming Activities

- Dungeons & Dragons: Parent/Child Learn-to-Play (Ages 8+)
 - Mature Drivers Course - 8 Hour - In person
 - QC Dance - Weekly Classes Session II (Ages 0-11)
 - North Metro Bean Bag Toss League - Spring Season (Ages 18+)
 - Virtual Classes - How to Make Extra Cash Pet Sitting
 - Red Cross Babysitters Course (Ages 9-17)
 - Virtual Classes - Be a Better Writer: 10 Easy Tips
 - Virtual Classes - Explore the World as a Travel Writer
 - Adult Pickleball Ladder Leagues - Spring (Ages 18+)
 - **Upcoming Activities Continued**
-

- Garden Art - Wine Bottle Wind Chime
- RevSports Basketball - Spring Session I (Ages 3-9)
- Yoga - March Session (Ages 18+)
- DAY TRIP: Mystic Lake Event - The Price is Right
- Dungeons & Dragons: Spring Break Camp (Ages 10-17)
- SPRING BREAK OUTINGS: MN Zoo, SkyZone, Crayola Experience
- Grandparent and Me Painting Class - "Easter Me"
- Virtual Cooking Class: Mediterranean Mezze
- Music Together - Spring Demo (Ages 0-5)
- Coffee and Treats - Parkinson's
- Intro to Coaching Clinic (Ages 18+)
- Youth Softball Registrations Open
- Earth Day Clean Up -Saturday, April 20
- Upcoming Extended Tours: Lake Superior Loop, National Park Tour, Tour to Wisconsin, Midwest Marvels, Italy's Treasures, Scotland, Peru.
- Senior Safety Fair

Music in the Park

Summer Dine and Dance

**May 29
Spring Lake Park High School Jazz Band**

**June 12
North Suburban Band**

**June 26
Me & Todd with Maryn**

**July 10
Stir Crazy**

**July 24
Half Dead Roses**

**August 7
Dan Ferstenou**

**WEDNESDAYS
6:30pm-8:00pm**

**Lakeside Lions Park
7840 Pleasant View Dr**

**Concessions
available SLP
Beyond the
Yellow Ribbon**

Sponsored by Spring Lake Park Recreation Department | 763-792-7201





January 19, 2024

Ray McManus
The Sunset Grill
8466 Highway 65 NE
Spring Lake Park, MN 55432

RE: Notice of License Suspension and Civil Penalty for Violation of Spring Lake Park Liquor Regulations – Sunset Grill

Dear Mr. McManus:

During an alcohol compliance check conducted by the Spring Lake Park Police Department on December 30, 2023, Sunset Grill was found in violation of M.S. § 340A.503, subd. 2. This statute prohibits the sale of alcoholic beverages to individuals under 21 years of age (Case #23-307113).

Spring Lake Park Code (SLPC) Section 11.08.010(R)(2) states that every licensee is responsible for their business conduct and the actions of their employees. Thus, any violation by staff is also considered a violation by the licensee.

Penalty:

In light of this being the second violation within a three-year period, the City Council, pursuant to SLPC 11.08.010(V) and 11.08.010(W), hereby imposes the following:

- A three consecutive day license suspension. The days will be chosen by the Council.
- A civil penalty of \$1,000.00.

Hearing:

A hearing is set for February 5, 2024 at 7:00 PM in the Council Chambers of Spring Lake Park City Hall. You will be afforded the opportunity to be heard, to present evidence and to question evidence presented against you.

If you wish to accept the suspension and civil penalty and opt to waive the right to a hearing, please forward the penalty payment along with the completed hearing waiver form to:

City of Spring Lake Park
Attn: Daniel Buchholtz, Administrator, Clerk/Treasurer
1301 81st Ave NE
Spring Lake Park, MN 55432

The deadline for this submission is 4:00 PM on Monday, February 5, 2024. Upon receipt, the City will confirm the suspension dates for your license.

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

Sincerely,

A handwritten signature in black ink, appearing to read "Daniel R. Buchholtz". The signature is fluid and cursive, written over a white background.

Daniel R. Buchholtz, MMC
Administrator, Clerk/Treasurer

Enclosure

cc: Mayor Nelson and Members of the City Council
John Thames, City Attorney
Josh Antoine, Police Chief

**CITY OF SPRING LAKE PARK
WAIVER OF HEARING UNDER ADMINISTRATIVE PROCEDURES ACT**

I, _____, authorized representative of _____ do hereby agree to accept a three consecutive day license suspension and pay the civil penalty of \$1,000.00 for violations related to the Spring Lake Park Liquor Code (Chapter 11.08.010). I also hereby waive my right to a hearing as authorized under Chapter 11.08.010(W) of the Spring Lake Park City Code and held pursuant to the Administrative Procedures Act.

Signed this _____ day of _____, _____.

Licensee

Spring Lake Park Police Department

1301 81st Ave NE Spring Lake Park, MN 55432
763-792-7200



Case #:23307113

Incident #: 23307113

Event

8466 CENTRAL AVE NE SPRING LAKE PARK, MINNESOTA 55432

Description of Incident: ALCOHOL VIOLATION
Reported Date: 12/30/2023 14:02:16
Time Assigned: 14:02
Time Arrived: 14:02
Time Cleared: 14:07
Incident Start Date: 12/30/2023 14:02:16
Exceptional Clearance: NOT APPLICABLE
Latitude: 45.123862
Longitude: -93.236366
Confidential?: No

Suspects (1)

NEWLANDER, TAMARA RAE

Arrested: NO
DOB: 11/01/1969
Age: 54
Race: WHITE
Sex: FEMALE
Ethnicity: Not Hispanic or Latino
Related Offenses: 340A.503.2(1) Liquor-Purchase/Sell/Barter/Furnish/Give to u/21yr (90G GM)
Address: 11877 EMERY VILLAGE DR N
City: CHAMPLIN
State: Minnesota
Zip Code: 55316-2490
License Number: B582056865715
License State: Minnesota
Height: 506
Weight: 165
Eye Color: BLUE
Refused Indicator: No
Other Controlled Substance: No

Misc Associated Names Data (2)

DOB: [REDACTED]
Age: 18
Race: WHITE
Sex: FEMALE
Ethnicity: [REDACTED]
Address: 1301 81st Ave NE

Spring Lake Park Police Department

1301 81st Ave NE Spring Lake Park, MN 55432

763-792-7200



Case #:23307113

Incident #: 23307113

City: SPRING LAKE PARK
State: Minnesota
Zip Code: 55432
Cell Phone: [REDACTED]
Drivers License Number: [REDACTED]
License State: Minnesota
Eye Color: [REDACTED]
Height: [REDACTED]
Weight: [REDACTED]

THE SUNSET GRILL

Related Offenses: 340A.503.2(1) Liquor-Purchase/Sell/Barter/Furnish/Give to u/21yr (90G GM)
Address: 8466 HIGHWAY 65 NE
City: SPRING LAKE PARK
State: Minnesota
Zip Code: 55432

Offenses (1)

340A.503.2(1) Liquor-Purchase/Sell/Barter/Furnish/Give to u/21yr

UCR/NIBRS Code: 90G Liquor Law Violations
Felony/Misdemeanor: Gross Misdemeanor
Location Type: Restaurant
Bias Motivation: NONE
Attempted/Completed: Completed
Offender Suspected of Using: Not Applicable
Weapon Types:
Weapon Automatic1:

Vehicle (0)

Related Offense:
Towed By:

Narrative (1)

ORIGINAL OFFICER NARRATIVE

Imig, Aaron R WPD00021

12/30/2023

I conducted an alcohol compliance check at The Sunset Grill with an 18-year-old female decoy, MNO. MNO went inside and asked for an alcoholic drink where then T. Newlander furnished MNO the alcoholic drink. I displayed my badge to identify myself as a Spring Lake Park Police Officer as I was in plain clothes. T. Newlander was advised that she will be charged and the restaurant will be getting a letter. Please see supplement. Clear.

Spring Lake Park Police Department

1301 81st Ave NE Spring Lake Park, MN 55432

763-792-7200



Case #:23307113

Incident #: 23307113

Author Name: Imig

Do Not Show On Report: No

Officer (1)

REPORTING Officer:

Imig, Aaron R (WPD00021)

12/30/2023 17:52:00

Car Number:

7W70



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

February 13, 2024
File: 193806347

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

**Reference: 2024 Street Improvements Project (Sanburnol, Elm, and 83rd)
Receive Final Assessment Roll and Call for Assessment Hearing**

Dear Dan,

Bids were received for the 2024 Street Improvements Project (Sanburnol Drive, Elm Drive, and 83rd Ave. NE) on January 30, 2024. Final proposed assessment information has been determined based on the low bid received. The proposed assessment rates have increased 14.6% from the rates proposed at the Public Improvement Hearing on October 2, 2023.

Current estimated project cost information is:
Total Project Cost: \$1,363,040
Amount to be Assessed: \$ 251,983

The total amount to be assessed is based on the city assessment policy (45% of assessable project cost). For this project, the assessment assumes a street section for a typical municipal street so extra pavement thickness is not included in the assessments.

The proposed per parcel assessment rate is \$2,291.28 per residential equivalent parcel. This compares to the proposed assessment amount of \$2,000 presented at the Public Improvement Hearing. The per foot assessment rate for non-residential properties is \$67.89 (compared to \$59.25 proposed last fall).

A Final Assessment Roll has been prepared (copy attached). **The next step in the assessment process will be for the city council to receive the Final Assessment Roll and the schedule the Final Assessment Hearing.** This action should be done by Resolution.

We would be pleased to discuss the information contained herein at a mutually convenient time. Feel free to me if you have any questions or require any additional information.

Regards,
STANTEC

Phil Gravel

cc: George Linngren
Attachment: Final Assessment Roll

FINAL ASSESSMENT ROLL

2024 STREET IMPROVEMENTS PROJECT (Sanburnol, Elm, and 83rd)

SPRING LAKE PARK, MINNESOTA

February 2024

Property ID	Property Address	Owner	Frontage	Assessment	Mail Address (if different)
PIN: 02-30-24-21-0017	300 SANBURNOL DR NE	LOTZ, RONALD LELAND		\$ -	
PIN: 02-30-24-21-0161	308 SANBURNOL DR NE	NORGAARD, DARLA JEAN		\$ 2,291.28	
PIN: 02-30-24-21-0015	316 SANBURNOL DR NE	WAHIDI, FERAZ & KAMELLA		\$ 2,291.28	
PIN: 02-30-24-21-0014	350 SANBURNOL DR NE	KORUS, UCHENNA N		\$ 2,291.28	
PIN: 02-30-24-21-0013	358 SANBURNOL DR NE	NASH, ALICIA		\$ 2,291.28	
PIN: 02-30-24-21-0012	366 SANBURNOL DR NE	KOEGEL, ERIN M		\$ 2,291.28	
PIN: 02-30-24-21-0011	374 SANBURNOL DR NE	MACDONALD, STEPHEN		\$ 2,291.28	
PIN: 02-30-24-21-0010	400 SANBURNOL DR NE	NGUYEN, THAN V		\$ 2,291.28	
PIN: 02-30-24-21-0009	408 SANBURNOL DR NE	KELLAR, DORIS E		\$ 2,291.28	
PIN: 02-30-24-21-0008	416 SANBURNOL DR NE	BEDOYA, JOSE		\$ 2,291.28	
PIN: 02-30-24-21-0007	450 SANBURNOL DR NE	OLIVERIUS, JEANNETTE F		\$ 2,291.28	
PIN: 02-30-24-21-0006	458 SANBURNOL DR NE	KALEEL, BEBE R		\$ 2,291.28	
PIN: 02-30-24-21-0005	466 SANBURNOL DR NE	ERICKSON, TAMARA D		\$ 2,291.28	
PIN: 02-30-24-21-0004	474 SANBURNOL DR NE	FAUTSCH, AMBROSE J		\$ 2,291.28	
PIN: 02-30-24-21-0003	482 SANBURNOL DR NE	TINGELSTAD, STEWART M		\$ 2,291.28	
PIN: 02-30-24-12-0169	8463 TERRACE RD NE city		240.0	\$ 16,293.60	
PIN: 02-30-24-12-0168	8463 TERRACE RD NE - p city		80.0	\$ 5,431.20	
PIN: 02-30-24-12-0004	8463 TERRACE RD NE - p city		304.0	\$ 20,638.56	
PIN: 02-30-24-12-0029	612 SANBURNOL DR NE	MECL TRUSTEE COLLEEN M		\$ 2,291.28	
PIN: 02-30-24-12-0030	618 SANBURNOL DR NE	KENOWSKI, JACOB		\$ 2,291.28	
PIN: 02-30-24-12-0031	626 SANBURNOL DR NE	SUBASIC, AHMET & HEDIJA		\$ 2,291.28	
PIN: 02-30-24-12-0001	640 SANBURNOL DR NE	HERING TRUSTEE, GENEAN M		\$ 2,291.28	
PIN: 02-30-24-12-0002	650 SANBURNOL DR NE	NEALY, JACQUELINE R		\$ 2,291.28	
PIN: 02-30-24-12-0119	684 SANBURNOL DR NE	BLESJ, JAMES J		\$ 2,291.28	
PIN: 02-30-24-12-0118	8490 MONROE ST NE	MNSF T2 SPE LLC		\$ -	6836 MORRISON BLVD STE 320 CHAR
PIN: 02-30-24-11-0091	8497 MONROE ST NE	STOMBAUGH TRUSTEE, DUANE M		\$ -	
PIN: 02-30-24-11-0090	710 SANBURNOL DR NE	QUITO, EFRAIN DARIO		\$ 2,291.28	3850 2 1/2 ST NE COLUMBIA HEIGHTS
PIN: 02-30-24-11-0089	738 SANBURNOL DR NE	KONETSKI, MICHAEL		\$ 2,291.28	
PIN: 02-30-24-11-0088	760 SANBURNOL DR NE	BURNS, DANIEL		\$ 2,291.28	
PIN: 02-30-24-11-0087	786 SANBURNOL DR NE	BELDEN RIVER REAL ESTATE LLC		\$ 2,291.28	3319 BELDEN DR ST ANTHONY MN 55
PIN: 02-30-24-11-0086	800 SANBURNOL DR NE	GURUNG, RAJU		\$ 2,291.28	

PIN: 02-30-24-11-0085	814 SANBURNOL DR NE	JONES, DANIELLE		\$ 2,291.28	2835 RICE ST APT 926 ST PAUL MN 55
PIN: 02-30-24-11-0084	828 SANBURNOL DR NE	RIERA, ESMERALDA ALVARADO		\$ 2,291.28	
PIN: 02-30-24-11-0083	836 ELM DR NE	KUEHN, DEBBRA L		\$ 2,291.28	
PIN: 02-30-24-11-0082	888 COUNTY ROAD 10 NE	SHARP, CURTIS D	156.6	\$ 10,631.57	
PIN: 02-30-24-11-0081	888 COUNTY ROAD 10 NE	SHARP, CURTIS D	80.0	\$ 5,431.20	
PIN: 02-30-24-11-0080	892 COUNTY ROAD 10 NE	BCD ASSOCIATES LLC	80.00	\$ 5,431.20	25 N LAKE ST STE 310, FOREST LAKE
PIN: 02-30-24-11-0079	892 COUNTY ROAD 10 NE	BCD ASSOCIATES LLC	80.0	\$ 5,431.20	25 N LAKE ST STE 310, FOREST LAKE
PIN: 02-30-24-11-0078	896 COUNTY ROAD 10 NE	BCD ASSOCIATES LLC	80.0	\$ 5,431.20	25 N LAKE ST STE 310, FOREST LAKE
PIN: 02-30-24-11-0077	896 COUNTY ROAD 10 NE	BCD ASSOCIATES LLC	130.2	\$ 8,839.28	25 N LAKE ST STE 310, FOREST LAKE
PIN: 02-30-24-11-0104	894 MAPLE ST NE	BROCK, TYLER		\$ 2,291.28	
PIN: 02-30-24-11-0105	884 MAPLE ST NE	OBERG, HARLAN L		\$ 2,291.28	
				Sanburnol-Elm total:	\$152,297.41

Property ID	Property Address	Owner	Frontage	Assessment	Mail Address (if different)
PIN: 02-30-24-21-0098	8301 UNIVERSITY AVE NE	BOING US HOLDCO INC	152.0	\$ 10,319.28	440 S CHURCH ST STE 700, CHARLOT
PIN: 02-30-24-21-0099	359 83RD AVE NE	PETER GREENHECK	162.38	\$ 11,023.98	1846 FAIRMONT AVE, St. Paul M
PIN: 02-30-24-21-0099	359 83RD AVE NE	PETER GREENHECK	162.38	\$ 11,023.98	Sidewalk Assessment
PIN: 02-30-24-21-0093	375 83RD AVE NE	6939 BAIRD LLC		\$ 10,081.63	7800 METRO PKWY SUITE 300, Bloomir
PIN: 02-30-24-21-0092	401 83RD AVE NE	KATHY L. ROTHAM		\$ 2,291.28	
PIN: 02-30-24-21-0091	409 83RD AVE NE	SHI JIAN		\$ 2,291.28	
PIN: 02-30-24-21-0090	417 83RD AVE NE	TAISHA D. MIKELL		\$ 2,291.28	
PIN: 02-30-24-21-0089	467 83RD AVE NE	DENNIS J. WADNIZAK		\$ 2,291.28	
PIN: 02-30-24-21-0088	475 83RD AVE NE	PAUL E. & JILL K. KASPSZAK		\$ 2,291.28	
PIN: 02-30-24-21-0087	483 83RD AVE NE	ANGELA LYNNE TAYLOR		\$ 2,291.28	
PIN: 02-30-24-24-0088	8299 UNIVERSITY AVE NE	AFFORDABLE DAN HOLDING:	289.58	\$ 19,659.59	26649 FREMONT DR , ZIMMERMAN
PIN: 02-30-24-24-0014	374 83RD AVE NE	6939 BAIRD LLC		\$ 10,081.63	7800 METRO PKWY SUITE 300, Bloomir
PIN: 02-30-24-24-0016	400 83RD AVE NE	LYNN KLUGE		\$ 2,291.28	
PIN: 02-30-24-24-0015	408 83RD AVE NE	YESENIA FARIAS		\$ 2,291.28	
PIN: 02-30-24-21-0094	416 83RD AVE NE	MICHAEL T. & TAMMY M. HAY		\$ 2,291.28	
PIN: 02-30-24-21-0097	466 83RD AVE NE	JESSICA M. SOLIE		\$ 2,291.28	
PIN: 02-30-24-21-0096	474 83RD AVE NE	SCOTT CARLSON		\$ 2,291.28	
PIN: 02-30-24-21-0095	482 83RD AVE NE	MAUREEN J. MCCARRON		\$ 2,291.28	
				83rd Ave. total	\$ 99,685.44

CITY OF SPRING LAKE PARK

RESOLUTION NO. 2024-19

**RESOLUTION DECLARING COST TO BE ASSESSED AND ORDERING
PREPARATION OF PROPOSED ASSESSMENT**

WHEREAS, pursuant to Resolution 2024-12 approved on February 5, 2024, the Administrator, Clerk/Treasurer was directed to prepare a proposed assessment of the cost for the 2024 Street Improvement Project, the proposed improvement of 83rd Avenue NE between the centerline of University Avenue Service Drive to its terminus at Terrace Road NE, Sanburnol Drive between the centerline of University Avenue Service Drive to its terminus at Elm Drive NE and Elm Drive between the centerline of Able Street to its terminus at Sanburnol Drive by rehabilitating said streets, along with any needed sanitary sewer, storm sewer, sidewalk and water system repairs discovered during the project; and

WHEREAS, the Administrator, Clerk/Treasurer has notified the Council that such proposed assessment has been completed and filed in his office for public inspection.

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

1. A hearing shall be held at 7:00 P.M. on March 18, 2024 at Able Park Building, 8200 Able Street NE, to pass upon such proposed assessment. All persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The Administrator, Clerk/Treasurer is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and he shall state in the notice the total cost of the improvement. He shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearing.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City of Spring Lake Park, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. An owner may at any time thereafter, pay to the City of Spring Lake Park the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year.

The foregoing resolution was moved for adoption by Councilmember .

Upon roll call, the following voted aye:

And the following voted nay:

Whereupon the Mayor declared said resolution duly passed and adopted this 20th day of February 2024.

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, Administrator



Memorandum

To: Mayor Nelson and Members of the City Council

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

Date: February 15, 2024

Subject: Temporarily Move City Meetings to Able Park Building

With the City Hall Renovation/Expansion project beginning soon, it would be prudent to move the City Council, Planning Commission and Parks and Recreation Commission meetings from City Hall to the Able Park Building, 8200 Able Street NE. Ordinance 492 makes this temporary change, effective for meetings after March 1, 2024. The Ordinance will automatically repeal on June 27, 2025 unless the City Council repeals the ordinance early.

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

**SPRING LAKE PARK
ORDINANCE 492**

**AN ORDINANCE AMENDING THE CITY CODE TO TEMPORARILY MOVE THE
REGULAR MEETINGS OF THE CITY COUNCIL AND ITS BOARDS AND
COMMISSIONS FROM CITY HALL TO THE ABLE PARK BUILDING, 8200 ABLE
STREET NE**

WHEREAS, the City is undertaking a renovation of its City Hall during which will significantly hinder the building’s ability to host public events; and

WHEREAS, the City Council finds it in the best interest of the public to temporarily relocate its regular City Council meetings to the Able Park Building due to 1) safety concerns for the public from ongoing construction, 2) limited accessibility for the public, especially for those with mobility challenges, in navigating a construction zone; and 3) inadequate facilities for meetings due to construction-related disruptions and space limitations.

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

SECTION 1:**AMENDMENT** “Paragraph B, 3.04.010 City Council” of the Spring Lake Park Municipal Code is hereby *amended* as follows:

A M E N D M E N T

3.04.10 City Council

B. Regular And Special Meetings.

1. *Regular meetings.* Regular meetings of the City Council shall be held on the first and third Monday of each calendar month at 7:00 p.m. Any regular meeting falling upon a holiday shall be held on the next following business day at the same time and place. All meetings, including special and adjourned Council meetings, shall be held in the Able Park Building, 8200 Able Street NE, ~~Community Center, 1301 81st Avenue NE~~, unless specially called for another location.
2. *Special meetings.* The Mayor or any two members of the Council may call a special meeting of the Council upon at least 24 hours written notice to each member of the Council. This notice shall be delivered personally to each member or shall be left at his or her usual place of residence with some responsible person. Pursuant to M.S. Ch. 13D, as it may be amended from

time to time, written notice of any special meeting shall be posted giving the date, time, place and purpose of the meeting at least three days before the meeting. Written notice shall be mailed at least three days before the meeting to anyone who has filed a written request for notice of special meetings. In calculating the three days, if the last day falls on a Saturday, Sunday or legal holiday, the next regular business day shall be counted as the third day.

3. Emergency meetings. Notice of emergency meetings shall be given as required by M.S. Ch. 13D, as it may be amended from time to time. An emergency meeting is a meeting defined by M.S. Ch. 13D, as it may be amended from time to time.
4. *Public meetings*. All Council meetings, including special and adjourned Council meetings and meetings of Council committees, shall be conducted in accordance with the Minnesota Open Meeting Law, M.S. Ch. 13D, as it may be amended from time to time

SECTION 2: **AMENDMENT** “Paragraph H, 3.08.020 Parks And Recreation Commission” of the Spring Lake Park Municipal Code is hereby *amended* as follows:

A M E N D M E N T

3.08.20 Parks And Recreation Commission

H. Meetings.

1. *Regular meetings*. The Commission shall hold a meeting at least quarterly, which shall be on the first Tuesday of January, April, July and October at 6:00 p.m. All meetings, including special meetings, shall be held at Able Park Building, 8200 Able Street NE, City Hall, 1301 81st Avenue NE, unless specially called for at another location.
2. *Special meetings*. The chairperson, Parks and Recreation Director, or Council Commissioner may call a special meeting upon at least three days notice to each member of the Commission. Notice of a special meeting shall be posted at City Hall and shall be made in accordance with M.S. Ch. 13D.
3. *Public meetings*. All Commission meetings, including special meetings and meetings of Commission committees, shall be open to the public.

SECTION 3: **AMENDMENT** “16.60.010 Planning Commission” of the Spring Lake Park Municipal Code is hereby *amended* as follows:

A M E N D M E N T

16.60.10 Planning Commission

- A. A Planning Commission is hereby created which shall carry out duties as specified in this title and as authorized by M.S. § 462.354, Subd. 1, as it may be amended from time to time. The Planning Commission shall consist of not less than five and not more than seven members. A chairperson and a vice chairperson shall be elected by the Commissioners at the first meeting of the year or at the first meeting following the resignation of the chairperson or vice chairperson. The term or office of each Commissioner shall be for a period of three years, but members shall serve at the pleasure of the Council. The City Council shall have the authority and power to fill vacancies that may from time to time exist and shall have the authority to fill vacancies resulting from the expiration of members' terms. The terms of office of the Planning Commissioners now holding office, pursuant to a prior ordinance, are hereby confirmed.
- B. Regular meetings. Regular meetings of the Planning Commission shall be held on the fourth Monday of each calendar month at 7:00 p.m. Any regular meeting falling upon a holiday shall be held on the next following business day at the same time and place. All meetings, including special and adjourned Commission meetings, shall be held in the Able Park Building, 8200 Able Street NE, unless specially called for another location.

SECTION 4: **AUTOMATIC REPEAL OF ORDINANCE** The changes to the City Code made by this ordinance are intended to be temporary. Correspondingly, this ordinance shall take effect on March 1, 2024 and will be automatically repealed without further action by the City Council on June 27, 2025. Upon the repeal of this ordinance, the location of the City Council and Commission meetings shall revert to City Hall, 1301 81st Avenue NE, unless or until further action is taken by the City Council.

SECTION 5: **EFFECTIVE DATE** This Ordinance shall be in full force and effect on March 1, 2024 upon its passage and publication according to law.

PASSED AND ADOPTED BY THE SPRING LAKE PARK COUNCIL this 20th day of February, 2024

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

Robert Nelson, Mayor

Daniel R. Buchholtz,
Administrator, Clerk/Treasurer

CITY OF SPRING LAKE PARK

RESOLUTION NO. 2024-20

**A RESOLUTION AUTHORIZING SUMMARY PUBLICATION OF ORDINANCE 492,
AN ORDINANCE AMENDING THE CITY CODE TO TEMPORARILY MOVE THE
REGULAR MEETINGS OF THE CITY COUNCIL AND ITS BOARDS AND
COMMISSIONS FROM CITY HALL TO THE ABLE PARK BUILDING,
8200 ABLE STREET NE**

WHEREAS, as authorized by Minnesota Statutes, Section 412.191, subd. 4, the City Council has determined that publication of the title and summary of Ordinance 492 will clearly inform the public of the intent and effect of the Ordinance; and

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

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Spring Lake Park, Minnesota that the following summary of Ordinance No. 492 is approved for publication:

“On February 20, 2024, the Spring Lake Park City Council approved Ordinance No. 492, entitled ‘An Ordinance Amending the City Code to Temporarily Move the Regular Meetings of the City Council and its Boards and Commissions from City Hall to the Able Park Building, 8200 Able Street NE

The following is a summary of Ordinance No. 492, a copy of which is available in its entirety for review during regular office hours at the City of Spring Lake Park, 1301 81st Avenue NE, Spring Lake Park, MN, or for review on the City’s website, www.slpmn.org.

The Ordinance amends City Code to move the meetings of the City Council, Planning Commission and Parks and Recreation Commission from City Hall to Able Park Building, 8200 Able Street NE, beginning March 1, 2024. The ordinance automatically repeals on June 27, 2025, unless repealed earlier by the City Council.

The Ordinance takes effect on March 1, 2024 upon publication in the City’s newspaper of record.”

The foregoing Resolution was moved for adoption by Councilmember

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

And the following voted against the same:

Whereon the Mayor declared said Resolution duly passed and adopted the 20th day of February, 2024.

APPROVED BY:

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator



Memorandum

To: Mayor and City Council
From: Kay Okey, Parks & Recreation Director
Date: February 14, 2024
Subject: Able Park Playground Project B: Replacement and Installation
Bid Results and Contract Award

Bids were opened for the Project stated above on February 14, 2024. Transmitted herewith is a copy of the Bid tabulation for your information and file. Copies will also be distributed to each Bidder once the Project has been awarded.

Project B involves purchasing a new play structure for ages 2-5, new universal swing set, five freestanding amenities, poured in place surfacing and engineered wood fiber.

Three bids were received for Project B.

The following summarizes the results of the responsive Bids received:

<u>Contractor</u>	<u>Total Base Bid</u>
MW Playground	\$100,027.00
Northland Rec Option 1	\$123,018.00
Northland Rec Option 2	\$130,390.00

These bids have been reviewed and found to be in order.

The low Bidder on the Project was MW Playground with a total bid in amount of \$100,027.00.

This project qualifies for reimbursement of \$100,027.00 from the Federal Community Development Block Grant Funds.

Staff recommends awarding the contract to MW Playground for the purchase and installation of playground equipment.

Bid Date: February 14, 2024					
Project B: Able Park Playground Replacemtn and Installation					
	List of Bidding Contractors	Signature Page pg 22	Signed Compliance with Federal Labor Standards Form-pg 23	Addendum NO.1 page 21	Total Bid Amount
	MW Playground	x	x	x	\$ 100,027.00
	Flagship Play				
	Northland Rec Option 1	x	x	x	\$ 123,018.00
	Northland Rec Option 2	x	x	x	\$ 130,390.00

CITY OF SPRING LAKE PARK

RESOLUTION NO. 2024-22

**RESOLUTION ACCEPTING BID FOR ABLE PARK PLAYGROUND PROJECT B:
REPLACEMENT AND INSTALLATION**

WHEREAS, pursuant to an advertisement for bids for the Able Park Playground Project B: Replacement and Installation Project, bids were received, opened and tabulated according to the law, and the following bids were received complying with the advertisement:

Contractor	Total Base Bid
MW Playground	\$100,027.00
Northland Rec Option 1	\$123,018.00
Northland Rec Option 2	\$130,390.00

AND WHEREAS, it appears that MW Playground is the lowest responsible bidder.

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

1. The Mayor and Administrator, Clerk/Treasurer are hereby authorized and directed to enter into the attached contract with MW Playground in the name of the City of Spring Lake Park for the Able Park Playground Project B; Replacement and Installation, according to the plans and specifications therefor approved by the City Council and on file in the office of the Administrator, Clerk/Treasurer.
2. The Administrator, Clerk/Treasurer is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lower bidder shall be retained until a contract has been signed.

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 20th day of February 2024.

APPROVED BY:

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator



Memorandum

To: Mayor and City Council
From: Kay Okey, Parks & Recreation Director
Date: February 14, 2024
Subject: Able Park Playground Project A: Rehab Installation
Bid Results and Contract Award

Bids were opened for the Project stated above on February 14, 2024. Transmitted herewith is a copy of the Bid tabulation for your information and file. Copies will also be distributed to each Bidder once the Project has been awarded.

One bid was received for Project A. Four requests for bids were sent to certified installers.

The following summarizes the results of the responsive Bid received:

<u>Contractor</u>	<u>Total Base Bid</u>
MW Playground	\$68,090.00

This bid has been reviewed and found to be in order.

Equipment for installation has been preapproved and ordered. The money is coming from the Revolving Construction Fund in the amount \$35,132.48.

This project qualifies for partial reimbursement of \$13,173.00 from the Federal Community Development Block Grant Funds. The remaining expense will come from the Revolving Construction Fund, \$54,917.00

Staff recommends awarding the contract to MW Playground to install equipment on the refurbished piece at Able Park Playground.

City of Spring Lake Park					
Project Name: A - Able Park Playground Rehab Installation Project					
Bid Date: February 14, 2024					
	List of Bidding Contractors	Signature Page pg 19	Signed Compliance with Federal Labor Standards Form-pg 20	Addendum NO.1 page 17 Addendum NO 2	Total Bid Amount Page 16
	Sinclair Recreation				
	DWS Rec				
	Impact Builders				
	MW Playground	x	x	x	\$68,090.00

CITY OF SPRING LAKE PARK

RESOLUTION NO. 2024-23

**RESOLUTION ACCEPTING BID FOR ABLE PARK PLAYGROUND PROJECT A:
REHAB INSTALLATION**

WHEREAS, pursuant to an advertisement for bids for the Able Park Playground Project A: Rehab Installation Project, bids were received, opened and tabulated according to the law, and the following bids were received complying with the advertisement:

Contractor	Total Base Bid
MW Playground	\$68,090.00

AND WHEREAS, it appears that MW Playground is the lowest responsible bidder.

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

1. The Mayor and Administrator, Clerk/Treasurer are hereby authorized and directed to enter into the attached contract with MW Playground in the name of the City of Spring Lake Park for the Able Park Playground Project A: Rehab Installation, according to the plans and specifications therefor approved by the City Council and on file in the office of the Administrator, Clerk/Treasurer.
2. The Administrator, Clerk/Treasurer is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lower bidder shall be retained until a contract has been signed.

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 20th day of February 2024.

APPROVED BY:

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator



City of Spring Lake Park
Engineer's Project Status Report

To: Council Members and Staff
From: Phil Gravel

Re: **Status Report for 2.20.24 Meeting**
File No.: R-18GEN

Note: Updated information is shown in *italics*.

2024 MS4 Permit and SWPPP Update (193801776 Task 450). Pond, structural BMP, and outfall inspections are due by July 31st. Program analysis and annual training is due by December. Annual Reports to the MPCA are generally due in June. However, MPCA is not requiring a report in 2024. Per 5-15-23 message: MPCA has put their requested review/audit of the city's 2022 information on hold until further notice.

2023-2024 Sewer Lining Project (193805871). This project includes lining the remaining sanitary sewers in the city that have not been previously lined (approximately 35,710-feet). George Linngren is watching this project. The Contractor is Visu-Sewer Inc with a low bid amount of \$1,047,746. A preconstruction Conference with contractor was held on September 28, 2023. Initial televising and cleaning was completed in December. *Over 70-percent of the lining has been completed. Work should be completed in early March. George is overseeing construction.*

City Hall Building (193806049). Design Phase started in January 2023. City Council updated at workshops (including *September 11th*). Public Open House was held on May 8th. Plans were approved by Council on October 16, 2023. Bids were opened on November 20, 2023. *Contract was awarded on February 5, 2024. Pre-Construction Conference was held on February 15, 2024.*

2024 Sanburnol Drive NE, Elm Drive NE, and 83rd Avenue NE (193806347). Sanburnol Drive (AKA 85th Ave. NE) is a shared road between Spring Lake Park and Blaine. Spring Lake Park is the lead agency on this project, but it is a cooperative project between Blaine and Spring Lake Park. Public improvement hearing was held on October 2nd. City Council approved plans on 12/18/23. MnDOT approved plans on 1/16/24. *Bids were received on January 30th (see separate letter).* **Schedule:**

Declare Costs to be Assessed and Order Assessment	2/5/24.
Order Public Assessment Hearing	2/20/24.
Public Assessment Hearing (Adopt Assessment)	3/18/24.
Accept Bid (Award Contract)	3/18/24.

2024 Seal Coat and Crack Repair Project (193806748). Project includes maintenance on the streets in the area north of 81st Avenue and west of Terrace Street. *Plans have been prepared. Bids will be received at 11 AM on February 27th.*

Geographic Information System (GIS) and Mapping (193806747). Staff has determined a process for implementing an online ArcGIS system to maintain public works documents and mapping of infrastructure. Council authorized proceeding with an ArcGIS system on 10/16/23. *A project kick-off meeting was held on January 18th.*

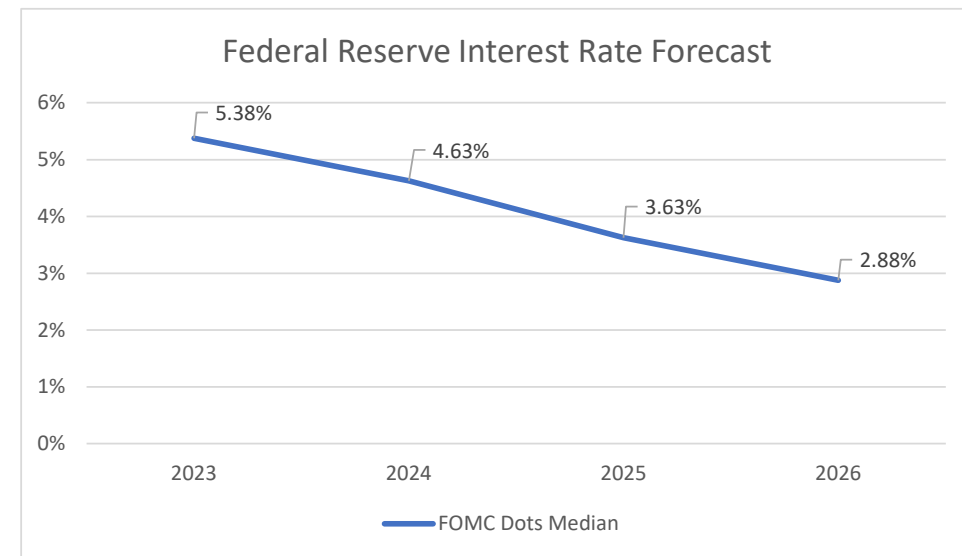
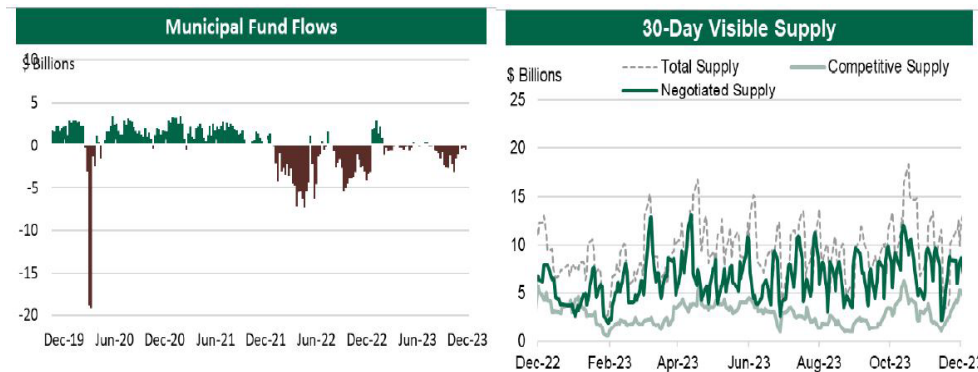
Take 5 Express Car Wash (8301 Univ. Ave. NE): Revised site plans dated 8-24-22 include a sidewalk on 83rd Ave. *A site inspection needs to be completed in the spring.*

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

CORRESPONDENCE

Market Commentary

At the December 11 meeting of the Federal Open Market Committee (FOMC) of the Federal Reserve, the FOMC indicated that they expect to cut interest rates in 2024. FOMC officials median estimate suggested three, quarter point rate cuts in 2024. Throughout the month of December municipal bond rates as reflected in Bloomberg’s BVAL’s AAA Municipal Curve declined approximately 25-30 basis points across the curve. Following strong municipal bond supply in December, overall bond issuance ended the year down 2.8% year-over-year. Total bonds issued in 2023 was approximately \$379.0 billion compared to \$391.1 billion issued in 2022. Higher interest rates, slower economic growth, pandemic aid, and overall market volatility kept many issuers on the sidelines. Looking ahead to 2024, rate volatility will likely stabilize, overall market opinion suggests bond supply will be anywhere from \$330-\$450 billion, and there will likely be more steady municipal bond inflows. The underlying potential risks in 2024 will continue to be a resurgence in inflation which may cause the FOMC to keep rates “higher for longer,” and other unexpected market disruptions.



Fed Fund Rates show a downward trend over the next two years.

CONTACTS

Please contact a Minnesota Northland public finance professional with any questions about how Northland can serve your community.

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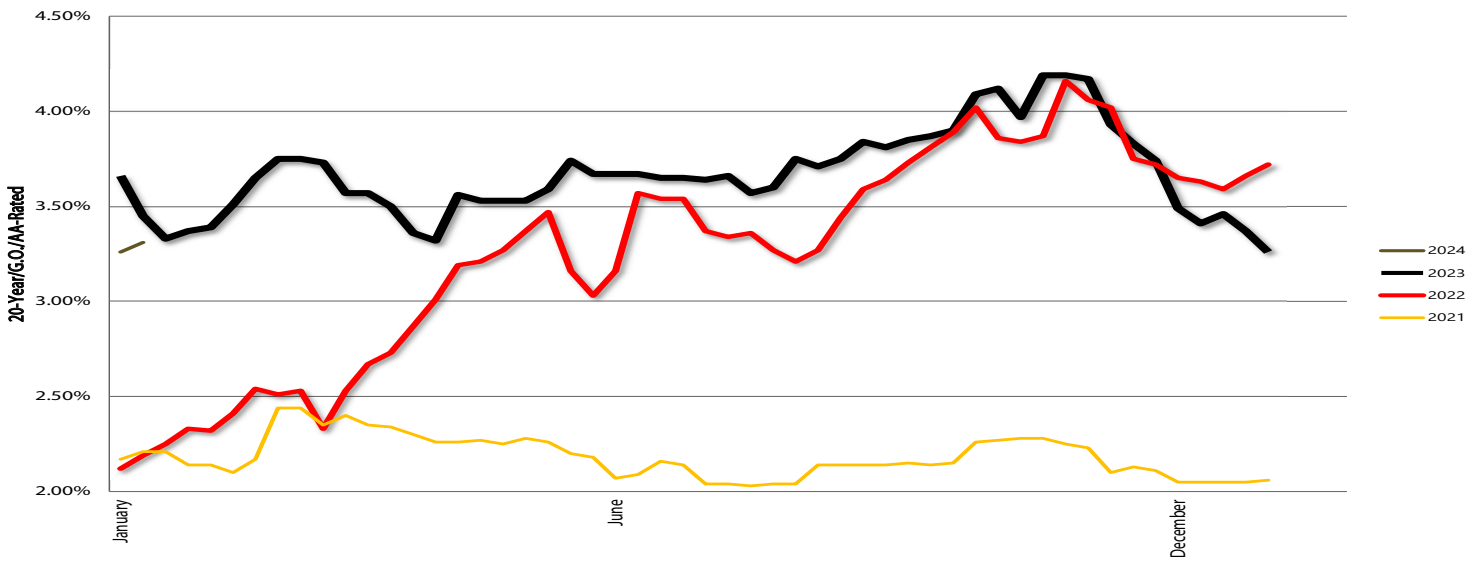
Interest Rates

Estimated Level Debt Service \$1,000,000 **Assuming Average BQ Bond Rates as of 01/17/2024**

Years	Final Maturity	AAA		AA		A	
		Average Coupon	Annual Debt Service	Average Coupon	Annual Debt Service	Average Coupon	Annual Debt Service
5	2029	2.67%	\$216,301	2.89%	\$217,669	3.01%	\$218,417
10	2034	2.88%	\$116,514	3.05%	\$117,530	3.05%	\$117,530
15	2039	3.57%	\$87,258	3.66%	\$87,816	3.69%	\$88,002
20	2044	3.87%	\$72,737	3.90%	\$72,932	3.97%	\$73,386
30	2054	4.14%	\$58,817	4.18%	\$59,101	4.25%	\$59,598

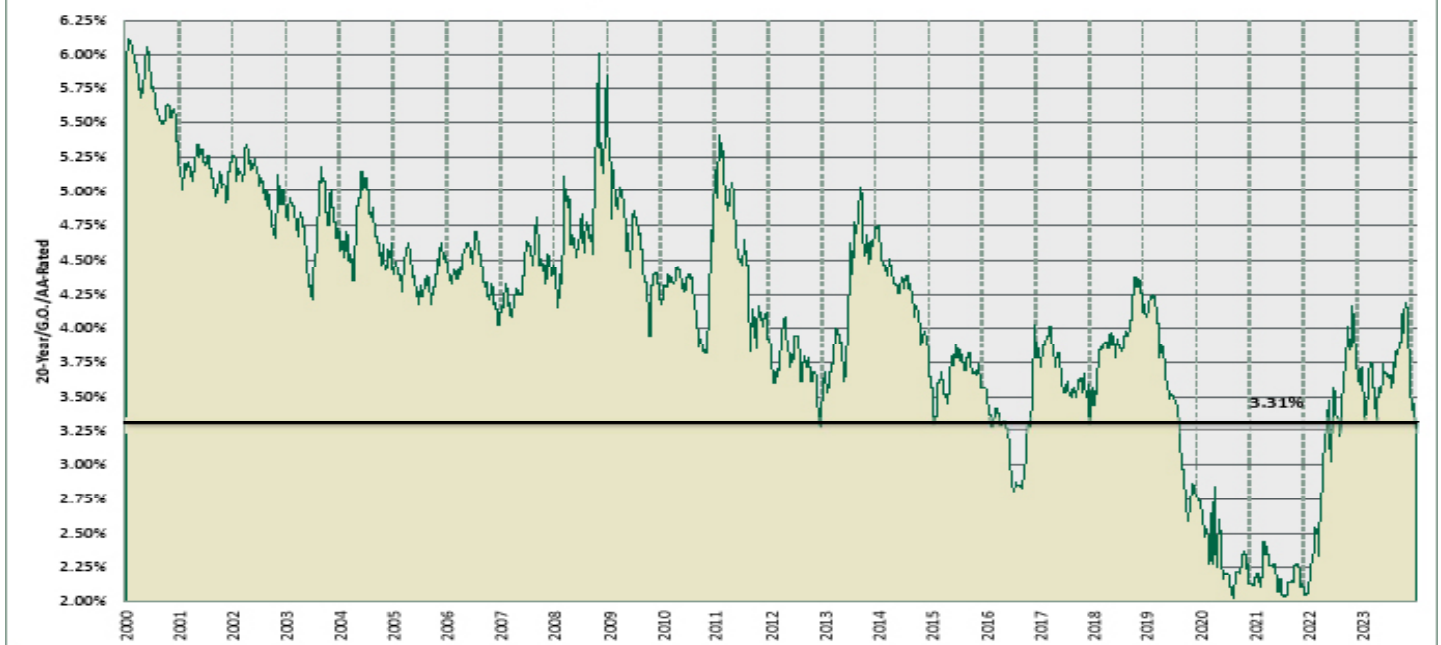
SOURCE: BLOOMBERG JANUARY 17, 2024

Bond Buyer's Index Trends



Source: Data compiled by Northland Securities from published Bond Buyer's Index

Bond Buyer's Index 2000 to Present





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Weekly Financial Markets Update February 12, 2024

News & Insights

Weekly Financial Markets Update: February 12, 2024

This Weekly Financial Markets Update reviews the top market headlines:
S&P 500 Index Reaches New Milestone, Fed Officials Emphasize Patience
on Rate Cuts, Business Surveys Still Point Different Directions

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- The S&P 500 index closed above 5,000 last week for the first time ever
- The current federal funds target rate range is 5.25% to 5.50%
- The ISM Services Index rose to 53.4% in January, its 12th straight reading indicating expanding business activity

Top Three Market Headlines

S&P 500 Index Reaches New Milestone: The S&P 500 index crossed the 5,000 mark for the first time ever last week on its way to closing at 5,026 on Friday. After jumping more than 11% in the fourth quarter of 2023, the index has kept rolling in 2024, rising more than 5% year-to-date through last week. After gaining ground last week, the index has now risen for 14 of the last 15 weeks, the first such occurrence since March of 1972. During this stretch, the S&P 500 has risen almost 22%, the largest increase over a 15-week period since August of 2020.

Fed Officials Emphasize Patience on Rate Cuts: In the aftermath of the Federal Reserve's recent decision to hold the federal funds rate steady, various Fed governors made statements last week reinforcing the central bank's hesitancy about initiating rate cuts in the near future. While acknowledging that inflation has cooled, Boston Fed President Susan Collins noted that she "will need to see more evidence before considering adjusting the (rate) policy stance." Similarly, Loretta Mester, head of the Cleveland Fed, commented that she sees "no rush" to cut rates. Further, Richmond Fed chief Tom Barkin stated he believes "it is smart for us to take our time" in order to ensure that inflation does not reemerge.

Business Surveys Still Point Different Directions: Two widely-followed indices reflecting U.S. business activity improved in January but continued signaling contrasting conditions across different segments of the economy. The Institute for Supply Management (ISM) Manufacturing Index, based on surveys of business executives, rose to 49.1% in January from 47.1% in the prior month; however, this was the 15th consecutive month the reading fell below the 50% threshold that differentiates expansion of business activity from contraction. The ISM Services Index, on the other hand, registered 53.4%, its 12th straight 50%+ reading and an increase from 50.5% for December.

As of February 12, 2024	Week	Quarter-To-Date	Year-To-Date	One-Year
MSCI All Country World	1.03%	2.96%	2.96%	17.27%
S&P 500	1.40%	5.52%	5.52%	25.18%
Russell 2000	-2.44%	-0.76%	-0.76%	-6.61%
MSCI EAFE	0.11%	-0.43%	-0.43%	8.27%
MSCI Emerging Markets	0.75%	-2.70%	-2.70%	-0.30%
FTSE NAREIT	0.18%	-3.36%	-3.36%	0.51%
Bloomberg Commodity	0.39%	-1.11%	-1.11%	-5.29%
Barclays U.S. Aggregate	-0.82%	-1.47%	-1.47%	1.95%

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Program Production

In January, **90 new programs** were produced using the North Metro TV facilities, funds, and services. That's **81 hours of new programming**.

- 39 programs were produced by the public
- 49 programs were produced by NMTV staff
- 2 programs were produced by City staff



Truck Shoots

The HD production truck was used for 51 hours of production in January. The following events were produced live and/or recorded for additional playback:

- Boys Basketball: Andover at Centennial
- Boys Basketball: Spring Lake Park at Blaine
- Boys Hockey: Centennial at Spring Lake Park
- Boys Hockey: Spring Lake Park at Centennial
- Girls Basketball: Spring Lake Park at Centennial
- Girls Hockey (JV): East Ridge v Park (Paid Program)
- Girls Hockey (Varsity): East Ridge v Park (Paid Program)
- Girls Hockey: Blaine at Centennial/Spring Lake Park
- Girls Hockey: Maple Grove at Blaine



vMix Live Streaming Shoots

The vMix single camera production system recorded and streamed 4 events. The vMix system requires significantly fewer staff members than the production truck. Often, a single staff member can film and stream game live, all at the same time.

- Boys Basketball: Centennial at Spring Lake Park
- Boys Hockey: Blaine at Spring Lake Park
- Boys Swim and Dive: Blaine at Spring Lake Park
- Girls Basketball: Blaine at Spring Lake Park



Most Watched Sports Program on YouTube

Sports Den
108 Views

Class	Type	# of Views	Hours Viewed
Diana Rigg: Avenger	Mini	1254	125.5 hrs
Batman's Greatest Villains	Mini	123	10.75 hrs
Columbo: One More Thing	Mini	1546	190.5 hrs
King of the Cowboys 4 – John Wayne	Mini	18	2.25 hrs
King of the Cowboys 3 – Randolph Scott	Mini	132	7.5 hrs
King of the Cowboys 2 – Autry/Rogers	Mini	277	18.5 hrs
King of the Cowboys 1 – Strong and Silent	Mini	10	.25 hrs
Great British Game Shows	Mini	42	2 hrs
We Love Lucy: The Lucille Ball Story	Full	7	.75 hrs
The Immortal Ingrid Pitt	Mini	333	16.5 hrs
The Oscars: 90 Years of the Academy Awards	Full	63	12.5 hrs
Tim Curry Horror Picture Show	Mini	15	.75 hrs
Back to the Eighties: The Decade's Biggest...	Full	NA	NA
James Bond: 50 Years of 007	Full	11	1.5 hrs
Eurovision: A Celebration	Mini	NA	NA
Yabba-Dabba-Do! The Fantastic World of Hanna...	Full	276	20.25 hrs
Superman: The Man of Steel on the Silver Screen	Full	NA	NA
The Fantastic Four on the Silver Screen	Mini	NA	NA
Christmas in Hollywood	Full	NA	NA
TV's Greatest Christmas Specials	Full	13	2.25 hrs
Chicago Christmas Classics	Mini	505	21 hrs
Let's Go Ghostbusters: Filmmation's Haunted Heroes	Mini	7	.5 hrs
Monster Movies of the 40s and 50s	Full	159	12.5 hrs
Monster Movies of the 20s and 30s	Full	5	.25 hrs
The Presidency on Film JQA to JFK	Full	NA	NA
Monstervision: The Legend of Joe Bob Briggs	Mini	NA	NA
The Cult of Caroline Munro	Mini	2559	96 hrs
The Marilyn Monroe Story	Full	5	.25 hrs
Nick at Nite: A TV Viewer's Dream	Mini	22	.25 hrs
The Birth of Animation: Mickey, Bugs, and Betty...	Full	NA	NA
Hollywood Goes to War: World War II	Full	53	5.25 hrs
Come on Down: Game Shows of the 70s and 80s	Full	25	2.5 hrs
The Quiz Show Scandals and Other Game Shows...	Full	126	33 hrs
The Three Stooges: Comedy's Heavy Hitters	Full	NA	NA
The Marx Brothers: Groucho, Harpo, Chico...	Full	107	6.75 hrs
Mary Pickford: The World's First Movie Star	Full	NA	NA
36 VOD Workshops		7,693 Total Views	590 Hours Viewed



Most Viewed YouTube Class

The Cult of Caroline Munro
2,559 Views

YouTube Stats

Month	Viewers	Videos Viewed	Hours Watched	New Subscribers	Total Impressions
January	18,260	25,412	1,379	67	299,264
TOTAL:	18,260	25,412	1,379	67	299,264

NMTV Website Stats

Unfortunately, the software that tracks our website stats is still down. We are working with our web designers to fix the problem.

Month	Number of Users	Number of Views	Live Stream Views
January	NA	NA	NA
TOTAL:	NA	NA	NA

Home Movie Transfers

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

Month	Transfer Hours	Tapes	Film Reels	DVDs	Photos/Slides	Fees Paid
January	578.5	129	88	131	0	\$2,321.46
TOTAL:	578.5	129	88	131	0	\$2,321.46

Station Highlights

NMTV News Highlights

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

- USA Cup Wants You and Promises Fun Experience to Volunteers
- Snow-Free and Mild Makes This Winter Seem Like Spring
- Done Deal (Almost)... Teachers Union, Anoka-Hennepin Reach Tentative Agreement
- Anoka County Battling Unwelcome Guests That Infect Ash Trees
- Anoka County Wants "Gap Funding" to Complete Missing Link on Trail



In addition to daily playbacks of North Metro TV News on the cable systems, there are **1,295 local stories** archived for viewers on the **NMTV YouTube channel**. The channel can be also be accessed through northmetrotv.com.



Most Viewed YouTube News Story
 Nordic Ski Season Has Been “Snow” Fun for Blaine Bengals
 256 Views

Lino Lakes Fire Recruitment video

Municipal Producer Trevor Scholl is almost finished with an exciting new recruitment video for the Lino Lakes Fire Department. The new piece forgoes the usual talking heads for a focus on action as the fire department races to respond to a call. This visceral video will doubtlessly inspire viewers to do their duty and join the department. Trevor is responding to a final round of notes and hopes to have the new video on air and online in February.

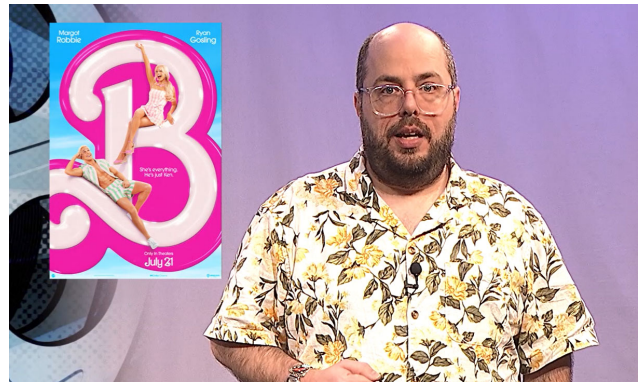


SWCTC Hockey Classic

North Metro TV Sports earned more than \$7,000 in January by filming a pair of back-to-back hockey games for SWCTC TV in Cottage Grove. The community TV station for South Washington County, SWCTC does not have its own sports department or production truck. Instead, they hire an outside company to film one to two games a year on their behalf. They dub these games the “Hockey Classic.” Kenton Kipp and Ted Leroux did a great job respectively planning and filming the games and the client was very happy with the results.

More from Movie Man Eric

Eric Houston is not only one of North Metro TV’s new Interim Co-Executive Directors, he’s also the station’s resident movie critic. In his capacity as Studio Manager, Eric often produces programs for the public access channel to help keep things fresh and encourage other producers. This month, he completed a new episode of Bad Movie Brothers, featuring a review of the movie Beastmaster 2: Through the Portal of Time. As if to prove he doesn’t only watch bad movies, Eric also created a run down of his favorite films of 2023. Both programs air on channel 14 and are available on YouTube and northmetrotv.com.



Two Great New Projects from TJ

When not researching new FAA drone requirements or preparing for February’s annual Guns-N-Hoses event, our intrepid Special Events and Education Coordinator TJ Tronson found time to finish two new programs. The first is a recording of a special Blaine High School Sports Alumni Panel. Filmed in December at the BHS Cafeteria, the panel featured eight former baseball players sharing their experiences. It is one of our most popular YouTube videos of the month (170 views) and is also airing on Channel 15.



If that wasn’t enough, TJ also finished work on a new video for the Minnesota Softball Military Appreciation Foundation. The MSMA allows softball enthusiasts a chance to support Minnesota’s military family.

Both projects are also paid productions and brought in a combined \$1,232 to the station.

News and Sports 24 Hours a Day

North Metro TV Channel 15 now airs news and sports 24 hours a day. We are giving our flagship channel a modern makeover by replacing the traditional filler videos that most community channels rely on between scheduled programming with rotating, regularly updated shortform content. This includes individual news stories produced by Danika Peterson and Eric Nelson, municipal videos created by Trevor Scholl, and newly created sports game recaps edited by Kenton Kipp, Ted Leroux, and the North

Metro TV Sports team. This new programming initiative is like a fresh coat of the paint for the channel, allowing us to create a large shift in public perception by making only small tweaks to what we are already doing. Our goal is to create a modern feeling channel that embraces current viewing preferences for shorter videos.



A New Relationship with the City of Cambridge

Thanks in part to a referral from Blaine, the City of Cambridge, MN is currently paying North Metro TV for station Video Engineer Matt Waldron to consult on their upcoming video equipment upgrade. Current charges stand at approximately \$1,000 and will grow as the city has asked Matt to prepare a Request for Quotation (RFQ) and will likely ask him to review responses and possibly supervise installation. They are even considering using us for ongoing equipment maintenance and consultation and have indicated that they may be interested in hiring us for video production services.

City Productions

While Municipal Producer Trevor Scholl was unable to complete any productions in January, he has several terrific new videos just about at the finish line and awaiting final notes from city staff. In addition to the Lino Lakes Fire Department recruitment video, Trevor is also hard at work on:

- Lino Lakes Police recruitment video
- Blaine Community Outreach video
- Blaine On Boarding video series

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



Public Access Programs

Title	Producer	Runtime
Movie Man Eric: Top 10 of 2023	Eric Houston	31 minutes
Bad Movie Bros	Eric Houston	43 minutes
Rice Creek Watershed District Meeting (2 episodes)	Theresa Stastica	2 hours 43 minutes
Christ Lutheran Church Worship (3 episodes)	Chance Amundson	2 hours 41 minutes
Christ Lutheran Church Worship Music	Chance Amundson	32 minutes
Christ Lutheran Church Worship Message (3 episodes)	Chance Amundson	1 hour 28 minutes
Lovepower (4 episodes)	Rick Larson	4 hours
The Power of Love (4 episodes)	Rick Larson	2 hours
Oak Park Community Church (4 episodes)	David Turnidge	2 hours 30 minutes
Hope Church Online (3 episodes)	Patrick Joslyn	2 hours 21 minutes
Glen Cary Lutheran Church Worship (3 episodes)	Vincent Schneider	3 hours 59 minutes
Lord of Life (4 episodes)	Jean Stauffer	3 hours 49 minutes
The Hidden Truth 5 (episodes)	Paul Dendy	4 hours 57 minutes
38 New Programs		32 New Hours



NMTV Staff Programs

Title	Producer	Runtime
Anoka County Board Meeting (1/2/24)	T.J. Tronson	41 minutes
Anoka County Board Meeting (1/23/24)	T.J. Tronson	1 hour 29 minutes
Sports Den (3 episodes)	Kenton Kipp/Ted Leroux	1 hour 10 minutes
Boys Basketball: Andover at Centennial	Kenton Kipp/Ted Leroux	1 hour 23 minutes
Boys Basketball: Spring Lake Park at Blaine	Kenton Kipp/Ted Leroux	1 hour 16 minutes
Boys Hockey: Centennial at Blaine	Kenton Kipp/Ted Leroux	1 hour 43 minutes
Boys Hockey: Spring Lake Park at Centennial	Kenton Kipp/Ted Leroux	1 hour 22 minutes
Girls Basketball: Spring Lake Park at Centennial	Kenton Kipp/Ted Leroux	1 hour 28 minutes
Girls Hockey (JV): East Ridge v Park	Kenton Kipp/Ted Leroux	1 hour 39 minutes
Girls Hockey (Varsity): East Ridge v Park	Kenton Kipp/Ted Leroux	2 hours 5 minutes
Girls Hockey: Blaine at Centennial/Spring Lake Park	Kenton Kipp/Ted Leroux	1 hour 31 minutes
Girls Hockey: Maple Grove at Blaine	Kenton Kipp/Ted Leroux	1 hour 25 minutes
Boys Basketball: Centennial at Spring Lake Park	Kenton Kipp/Ted Leroux	1 hour 8 minutes
Boys Hockey: Blaine at Spring Lake Park	Kenton Kipp/Ted Leroux	1 hour 29 minutes
Boys Swim and Dive: Blaine at Spring Lake Park	Kenton Kipp/Ted Leroux	2 hours 4 minutes
Girls Basketball: Blaine at Spring Lake Park	Kenton Kipp/Ted Leroux	1 hour 23 minutes
Blaine Sports Alumni Panel	Danika Peterson/Eric Nelson	1 hour 10 minutes
NMTV News (2 episodes)	Danika Peterson/Eric Nelson	38 minutes
Anoka County Gap Funding	Danika Peterson/Eric Nelson	3 minutes
Nordic Ski Season	Danika Peterson/Eric Nelson	3 minutes
Teachers Union Agreement	Danika Peterson/Eric Nelson	3 minutes
Volunteers Needed for USA Cup	Danika Peterson/Eric Nelson	3 minutes
Anoka County Ash Trees	Danika Peterson/Eric Nelson	2 minutes
26 New Programs		48 New Hours



City Meetings

Title	Producer	Runtime
Blaine City Council Meeting (1/3)	T.J. Tronson	1 hour 16 minutes
Blaine City Council Meeting (1/17)	Trevor Scholl	21 minutes
Blaine Park Board Meeting (1/23)	Trevor Scholl	48 minutes
Blaine Planning Commission Meeting (1/9)	T.J. Tronson	14 minutes
Centerville City Council Meeting	John Murphy	1 hour 33 minutes

(1/10)		
Centerville City Council Meeting (1/24)	John Murphy	3 hours 5 minutes
Centerville EDA Meeting (1/29)	John Murphy	1 hour 38 minutes
Centerville Park and Recreation Meeting (1/3)	John Murphy	1 hour 14 minutes
Centerville Planning and Zoning Commission (1/2)	John Murphy	1 hour 15 minutes
Circle Pines City Council Meeting (1/9)	Ray Flint	35 minutes
Circle Pines City Council Meeting (1/23)	Ray Flint	30 minutes
Centennial Fire District Steering Committee Meeting (1/18)	Ray Flint	1 hour 8 minutes
Circle Pines Utility Commission Meeting (1/16)	Ray Flint	39 minutes
Ham Lake City Council Meeting (1/2)	Payton Nelson	1 hour 1 minute
Ham Lake City Council Meeting (1/16)	Payton Nelson	20 minutes
Ham Lake Planning Commission Meeting (1/22)	Payton Nelson	18 minutes
Lino Lakes City Council Meeting (1/8)	Anne Serwe	34 minutes
Lino Lakes City Council Meeting (1/22)	Anne Serwe	23 minutes
Lino Lakes Park Board Meeting (1/3)	Anne Serwe	1 hour 9 minutes
Lino Lakes Planning & Zoning Commission Meeting (1/10)	Anne Serwe	1 hour 20 minutes
Spring Lake Park City Council Meeting (1/2)	Ray Flint	1 hour 3 minutes
Spring Lake Park City Council Meeting (1/16)	Ray Flint	54 minutes
Spring Lake Park Planning Commission Meeting (1/22)	Ray Flint	1 hour 45 minutes
24 New Programs		23 New Hours

If you have any questions or comments regarding this monthly report please contact Eric Houston (at 763-231-2803 or eric@northmetrotv.com) or Danika Peterson (at 763-231-2810 or danika@northmetrotv.com).

Video Production



Municipal Producer Trevor Scholl continues to work on numerous projects for our member cities, including recruitment videos for both the Lino Lakes Police and Fire Departments, a Blaine Community Outreach video, and a series of Blaine Onboarding videos. The NMTV News team of Danika Peterson and Eric Nelson completed one news story, Volunteers Needed for USA Cup, that is airing on city channels. TJ did his usual excellent job of producing the two monthly Anoka County Board Meetings.

January Completed Videos Playing on City Cable Channels & Streaming

Title	Producer	Runtime
Anoka County Board Meeting (1/2/24)	T.J. Tronson	41 minutes
Anoka County Board Meeting (1/23/24)	T.J. Tronson	1 hour 29 minutes
Volunteers Needed for USA Cup	Danika Peterson/Eric Nelson	3 minutes

Equipment Consulting/Technical Support



Blaine

- 1/9 and 1/30 – 1/31/24 – Matt made modifications to the City Council Chamber, including swapping the position of the staff table and podium, including moving and rerouting all audio and video connections. Created a new HDMI input. Performed various modifications, trouble shooting, and testing.

Centerville

- No assistance required.

Circle Pines

- No assistance required.

Ham Lake

- No assistance required.

Lexington

- No assistance required.

Lino Lakes

- 1/19/24 – Consulted with Sarah Cotton about an unexpected vendor quote for adding audio/video controls to the staff table in the council chambers.
- 1/21/24 – Inspected City Council Chamber and video control room following report of a power outage.

Spring Lake Park

- 1/4/24 – Consulted with Dan Buchholtz regarding the vendor proposal for the new Spring Lake Park City Hall audio/video systems. With a little planning and research, Matt was able to reduce the cost for the equipment and installation by approximately \$100,000.
- 1/22/24 – Retrieved the back-up recording of a planning commission meeting and took the time to check in with city staff regarding any possible issues. After meeting with Wanda, Matt began to research an audio issue with city meetings on our website.

Channel Management



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

Title	Producer	Runtime
Blaine City Council Meeting (1/3)	T.J. Tronson	1 hour 16 minutes
Blaine City Council Meeting (1/17)	Trevor Scholl	21 minutes
Blaine Park Board Meeting (1/23)	Trevor Scholl	48 minutes
Blaine Planning Commission Meeting (1/9)	T.J. Tronson	14 minutes
Centerville City Council Meeting (1/10)	John Murphy	1 hour 33 minutes
Centerville City Council Meeting (1/24)	John Murphy	3 hours 5 minutes
Centerville EDA Meeting (1/29)	John Murphy	1 hour 38 minutes
Centerville Park and Recreation Meeting (1/3)	John Murphy	1 hour 14 minutes
Centerville Planning and Zoning Commission (1/2)	John Murphy	1 hour 15 minutes
Circle Pines City Council Meeting (1/9)	Ray Flint	35 minutes
Circle Pines City Council Meeting (1/23)	Ray Flint	30 minutes
Centennial Fire District Steering Committee Meeting (1/18)	Ray Flint	1 hour 8 minutes
Circle Pines Utility Commission Meeting (1/16)	Ray Flint	39 minutes
Ham Lake City Council Meeting (1/2)	Payton Nelson	1 hour 1 minute
Ham Lake City Council Meeting (1/16)	Payton Nelson	20 minutes

Ham Lake Planning Commission Meeting (1/22)	Payton Nelson	18 minutes
Lexington City Council Meeting (1/4)	Lexington City Staff	20 minutes
Lexington City Council Meeting (1/18)	Lexington City Staff	39 minutes
Lino Lakes City Council Meeting (1/8)	Anne Serwe	34 minutes
Lino Lakes City Council Meeting (1/22)	Anne Serwe	23 minutes
Lino Lakes Park Board Meeting (1/3)	Anne Serwe	1 hour 9 minutes
Lino Lakes Planning & Zoning Commission Meeting (1/10)	Anne Serwe	1 hour 20 minutes
Spring Lake Park City Council Meeting (1/2)	Ray Flint	1 hour 3 minutes
Spring Lake Park City Council Meeting (1/16)	Ray Flint	54 minutes
Spring Lake Park Planning Commission Meeting (1/22)	Ray Flint	1 hour 45 minutes
24 New Programs		24 New Hours

Meetings are scheduled for replay based on schedules requested by each City. Additional, full length video programs, produced by NMTV staff, are also scheduled on the channels. Shorter videos and promos are loaded onto the CG servers, rather than being scheduled as separate playbacks. These short videos play back in a repeating cycle, along with graphics pages, and air on the channels between scheduled programs 24 hours a day. The table below outlines how many times a regular length video program was entered into the Tightrope system and played back on each City channel.

City	Number of Times Programs Played	Hours Programmed on Channel
Blaine	175	117 hours 6 minutes
Centerville	59	93 hours 6 minutes
Circle Pines	196	128 hours 47 minutes
Ham Lake	60	44 hours
Lexington	99	58 hours 52 minutes
Lino Lakes	71	67 hours 31 minutes
Spring Lake Park	119	148 hours 46 minutes

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

Blaine

- Uploaded 1 video to CG.

Centerville

- Uploaded 0 videos to CG.

- **Circle Pines**
Uploaded 0 videos to CG.
- **Ham Lake**
Uploaded 0 videos to CG.
- **Lexington**
Uploaded 0 videos to CG.
- **Lino Lakes**
Uploaded 0 videos to CG.
- **Spring Lake Park**
Uploaded 0 videos to CG.
Created 9 new Carousel slides.

Closed Captioning



Closed captioning is an additional service provided by North Metro TV. Every city meeting is closed captioned live via our Tightrope system. That process is assigned a per-minute price by Tightrope. Once the meeting is recorded on our servers for repeat airings, that version of the meeting must be captioned separately. This is accomplished through a system owned by North Metro TV and does not incur an additional cost. The following table tallies the number of minutes of captioning provided to each city for the month of January.

City	Minutes of Live Closed Captioning	Minutes of Post Closed Captioning
Blaine	159	159
Centerville	525	525
Circle Pines	172	172
Ham Lake	99	99
Lexington	59	59
Lino Lakes	206	206
Spring Lake Park	222	222
Totals:	1,442 Minutes	1,442 Minutes

Meetings on Demand



NMTV has created a Video on Demand service, with agenda item bookmarking, for our Cities' meetings. In order to accomplish this, each meeting goes through several steps. The meeting must first be transferred and transcoded from the playback server to the video on demand server. Once that is done, a staff member must go through the meeting, entering a bookmark at the start of each agenda item and entering the corresponding chapter titles. Next, the meeting is linked to the NMTV website's city meeting page for Video on Demand. Finally, PDF copies of the meeting agenda are attached to the video. The following meetings were bookmarked and/or placed on VOD for the Cities in January:

- **Blaine**
4 meetings bookmarked and placed on VOD.

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



Meeting Podcasts

NMTV is now providing a city meeting podcast service. Depending on each city's wishes, any or all meetings can be converted. All podcasts are available across six platforms: Apple Podcasts, Spotify, Podbean, Amazon Music/Audible, iHeart Radio, and Pocket Casts. Links to each platform are available on each individual channel's website and at northmetrotv.com/podcasts.

- **Blaine**
- Uploaded 4 city meeting podcasts.
- 22 total downloads
- **Centerville**
- Uploaded 5 city meeting podcasts.
- 19 total downloads
- **Circle Pines**
- Uploaded 2 city meeting podcast.
- 9 total downloads
- **Ham Lake**
- Uploaded 2 city meeting podcasts.
- 14 total downloads
- **Lexington**
- Uploaded 2 city meeting podcasts.
- 16 total downloads
- **Lino Lakes**
- Has decided not to convert city meetings to podcasts.
- **Spring Lake Park**
- Uploaded 3 city meeting podcasts.
- 19 total downloads



Meeting Transcripts

NMTV is now providing a city meeting transcript service. Depending on each city's wishes, any or all meetings can be transcribed. The transcripts are generated using an online platform called Otter.ai, which creates an interactive transcript that is broken down by speaker. Anyone using the transcript can click on any word to hear the meeting audio. Once created, links to each transcript are sent to relevant city staff, who often use the transcripts to help with creating meeting minutes.

- **Blaine**
 - Not participating.
- **Centerville**
 - Created 5 meeting transcript.
- **Circle Pines**
 - Created 4 meeting transcripts.
- **Ham Lake**
 - Created 3 meeting transcripts.
- **Lexington**
 - Not participating.
- **Lino Lakes**
 - Created 4 meeting transcripts.
- **Spring Lake Park**
 - Created 3 meeting transcripts.



Administrative

Issues dealt with in January include analyzing and processing Comcast's 4th quarter franchise and PEG fee reports and providing information to members of the 2024 Cable Commission.

- **Q4 Franchise and PEG Fee Reports**
 - Received 4th quarter franchise and PEG fee reports and payments from Comcast.
 - Entered data into spread sheets for PEG fees received, franchise fees received, and gross revenues.
 - Comcast franchise fees were down \$2,209 over the previous quarter. PEG fees were down \$2,900 over the previous quarter.
 - 2023 gross revenue and franchise fees were not significantly lower than 2022 gross revenue and franchise fees.
 - Subscriber numbers continue to decline.
 - Income predictions continue to meet expectations.

- **Administrator Transition**
 - Threw a staff party for outgoing Executive Director Heidi Arnson. Heidi enjoyed the event and expressed that it was exactly what she wanted.

- New Interim Co-Executive Directors Eric Houston and Danika Peterson continued to learn the various aspects and responsibilities of their positions and performed many tasks for the first time (like creating these reports).
- Continued to cross train on administrative tasks.
- Met with NMTV staff to discuss the transition, answer questions, and provide our vision for the future of the station.

Cable Customer Requests

- Complaints forwarded to Comcast:
 - Continued working on an issue raised by a Blaine resident regarding exposed cables and damaged pillars near Austin and Cord Streets. Made several follow up requests with Comcast. The issue was repaired on 1/10/24, nearly a month after Comcast was made aware of the issue. We visually inspected and confirmed the repair on 1/12. The customer, Cheryl Begin, expressed her gratitude, "I can't tell you how nice it is to have some officials listen to our concerns and do something to address them."
 - Clementine Mielke of Blaine claimed that her channel numbers had become "mixed up" and that customer service representatives had hung up on her.
- We also receive a steady stream of phone calls from Comcast customers who call us in error after finding our number on their bill. We typically provide them with the proper number for Comcast and recommend calling them directly to resolve the issue. If they cannot resolve the issue in this way, we invite them to call back. We received 18 such calls in January.
 - 5 of these calls were about an interruption in service
 - 2 expressed confusion about their bill
 - 1 wanted to make a payment
 - 4 were general comments about pricing
 - 5 were general service requests (upgrade/downgrade/cancel/replace equipment)
 - 1 was a complaint about an incomplete installation

Miscellaneous

- Verified names and contact information for 2024 Commission members.
- Calculated 2024 votes per city based on subscriber numbers
- Created 2024 Commission contact sheet.
- Sent On-Boarding materials to all Commission members.
- Contacted Commission members to gauge interest in Executive Committee.
- Processed payroll and made sick and vacation time calculations.
- Submitted reply to Fridley RFP.
- Began researching rules for document retention
- Made budgetary plans regarding Blaine street assessment.
- Created packets for February Operations and Executive Committee meetings.
- Reviewed voting rules outlined in JPA.
- Made list of short term goals and began prioritizing.
- Provided requested documents for 2023 audit of Commission finances.
- Did calculations regarding fees returned to Cities.
- Received and documented monthly Comcast subscriber reports.
- Read January Legal Report.
- Read industry articles.



Dee Guthman
Interim County Administrator

Anoka County

COUNTY ADMINISTRATION

Respectful, Innovative, Fiscally Responsible

February 2, 2024

RE: Coon Creek Watershed District Appointment

Dear City Administrator/Manager:

In accordance with the provisions of Minn. Stat. § 103B.227, Anoka County is notifying you there is a current manager serving on the Coon Creek Watershed District Board of Managers, Dwight McCullough with a term of office set to expire on May 27, 2024. Because the Watershed District is considered a watershed management organization, Anoka County is accepting applications and/or nominations for his position on the board. For your information, a copy of the published notice and a map with the current location of board members is enclosed.

Minn. Stat. § 103D.311 allows cities located within the district to submit three or more nominees for county board consideration. Cities may jointly or severally submit their nominees. The county board must receive city nominees, if any, by at least 60 days before the outgoing manager's term of office expires. For reference, the affected cities within the Coon Creek Watershed District are Andover, Blaine, Columbus, Coon Rapids, Fridley, Ham Lake, and Spring Lake Park.

To be eligible for appointment, nominees must reside within the watershed district boundaries, be eligible to vote in the district, and may not be a public officer of the county, state, or federal government, except that a soil and water conservation supervisor may be a manager.

If the county board receives an aggregate list of three or more qualified city nominees, it will appoint one of those nominees unless it finds the nominees cannot fairly represent the various hydrologic areas in the watershed district by residence of the manager appointed. If it finds the nominees cannot fairly represent the hydrologic areas, the county board will appoint an eligible resident from a non-nominating city within the watershed district who can fairly represent the watershed district. In arriving at its decision, the county board will review the applications, nominations, and other information as required, up to or including interviewing the candidates. Note: interviews may not be required for every appointment.

If the county board does not receive an aggregate list of three or more qualified city nominees, the county will appoint an eligible person residing in the watershed district who can fairly represent the various hydrologic areas in the watershed district.

The term of office is set to expire on May 27, 2024. City nominations must therefore be received by Wednesday, March 27, 2024.

All applicants must submit a completed application form to the county board, and applicants are encouraged to contact their respective cities of residence for formal nomination. Find the application at [here](#).

If you have any questions regarding this appointment process, you may contact me at 763-324-4707.

Sincerely,

A handwritten signature in black ink, appearing to read "Dee Guthman". The signature is fluid and cursive, with a large initial "D" and "G".

Dee Guthman
Interim County Administrator
763-324-4707

Dee.Guthman@anokacountymn.gov

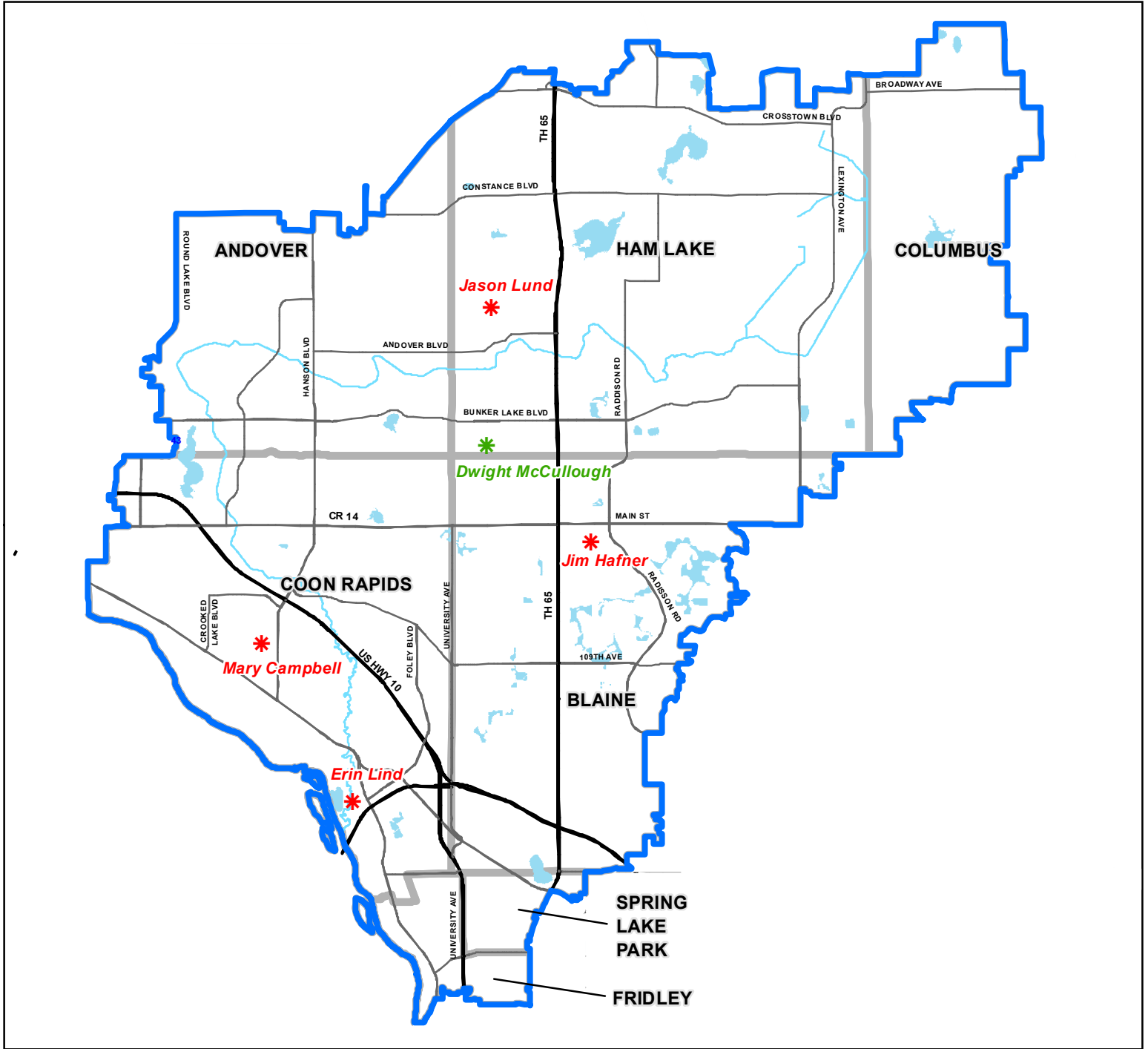
DG:bv

Enclosure


c: City Managers/Administrators or Clerk
Mayors
Council Members
Brenda Vetter, Administrative Assistant


Sent by email

Coon Creek Watershed District




Legend

 Term ending May 27, 2024

 Current Managers

 Watershed District Boundary

 Community Boundary

