



CITY COUNCIL REGULAR AGENDA
MONDAY, OCTOBER 06, 2025
CITY HALL at 7:00 PM

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. ADDITIONS OR CORRECTIONS TO AGENDA**
- 5. DISCUSSION FROM THE FLOOR**
- 6. CONSENT AGENDA**
 - [A.](#) Approval of Minutes - September 15, 2025 City Council Meeting Minutes
 - [B.](#) Mayor's Proclamation - Domestic Violence Awareness Month - October 2025
 - [C.](#) Mayor's Proclamation - Fire Prevention Week - October 5-11, 2025
 - [D.](#) Appointment of Steve Coyle to Planning Commission
 - [E.](#) Approval of ROW - Xcel Energy
 - [F.](#) Contractor's Request for Payment No. 3/Final - 2025 Street Seal & Crack Repair Project - \$18,697.90
 - [G.](#) Contractor's Licenses
 - [H.](#) Sign Permit
 - [I.](#) Business License
- 7. DEPARTMENT REPORTS**
 - [A.](#) Public Works Report
 - [B.](#) Code Enforcement Report
- 8. ORDINANCES AND/OR RESOLUTIONS**
 - [A.](#) Resolution 2025-36, Approving the Tentative Agreement between the City of Spring Lake Park and LELS Local #265, Representing the Sergeant Bargaining Unit for Calendar Years 2026-2027
 - [B.](#) Resolution 2025-35, Approving the Tentative Agreement between the City of Spring Lake Park and LELS Local #7, Representing the Patrol Officer Bargaining Unit for Calendar Years 2026-2027
- 9. NEW BUSINESS**
 - [A.](#) Approval of Terrace Park Camera System
- 10. REPORTS**
 - A. Attorney Report
 - [B.](#) Engineer Report
 - C. Administrator Report
- 11. OTHER**
 - A. Close City Council Meeting to Conduct City Administrator Performance Evaluation, pursuant to M.S. § 13D.05, subd. 3a
- 12. ADJOURN**

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

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

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

RULES FOR DISCUSSION FROM THE FLOOR AND PUBLIC HEARINGS

DISCUSSION FROM THE FLOOR

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

PUBLIC HEARINGS

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

The following format will be used to conduct the hearing:

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

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

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

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council Regular was held on September 15, 2025 at the City Hall, at 7:00 PM.

1. CALL TO ORDER

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

2. ROLL CALL

MEMBERS PRESENT

Councilmember Barbara Goodboe-Bisschoff

Councilmember Lisa Dircks

Councilmember April Moran

Acting Mayor Kenneth Wendling

MEMBERS ABSENT

Mayor Robert Nelson

STAFF PRESENT

Police Chief Josh Antoine, Recreation Director Anne Scanlon, Building Official Jeff Baker, Attorney John Thames, City Administrator Daniel Buchholtz

VISITORS

Kaiden Sudeith	12125 Hummingbird St	Coon Rapids MN
Odin Rippe	2459 Cloud Dr	Blaine MN
Sandra Velazquez	8492 Central Ave NE/Hwy 65	Spring Lake Park MN
Hector Velazquez	8492 Central Ave NE/Hwy 65	Spring Lake Park MN

3. PLEDGE OF ALLEGIANCE

4. ADDITIONS OR CORRECTIONS TO AGENDA - None

5. DISCUSSION FROM THE FLOOR

Mr. Héctor Velázquez addressed the Council to express concerns regarding the future plans for the property now under new ownership. He mentioned that he had previously spoken with Administrator Buchholtz, who provided helpful insight into the transition, but he requested further clarity about any changes or new direction being considered.

Mr. Velázquez also raised the issue of declining business performance, noting that sales have dropped by approximately 25–35% compared to earlier periods. He explained that his business has been operating for three years, with a slow start, a strong second year, and a recent downturn. He emphasized the importance of staying current on rent, as was required by the previous owner, but expressed concern about the financial strain this is causing. Mr. Velázquez

reiterated his commitment to the success of his business and his willingness to work collaboratively with the city to find a sustainable path forward.

Administrator Buchholtz reported that he met with Hector and Sandra Velazquez regarding their lease on City-owned property. He confirmed that the lease, originally held with VNL and subsequently assigned to the City as part of the closing process, remains legally in effect. He stated that the current lease term allows the tenants to remain through the end of the five-year term, with an option to extend for an additional five years, concluding on December 31, 2033.

Administrator Buchholtz stated that he informed the tenants the City would honor the terms of the lease. He noted that any changes to the lease, including rent modifications, fall under the authority of the City Council. He said the tenants requested a significant rent reduction, which he advised was unlikely to be approved. Administrator Buchholtz recommended that they submit a formal written request with supporting documentation for Council consideration. He further noted the potential precedent such a modification could set, possibly prompting similar requests from other tenants.

6. CONSENT AGENDA

- A. Approval of Minutes – September 2, 2025 City Council Meeting Minutes
- B. Approval of August Claims List – General Disbursement #25-15 - \$516,569.82
- C. Revenue and Expense Report – August 31, 2025
- D. Statement of Fund Balance – August 31, 2025
- E. Suburban Rate Authority Second Half Assessment
- F. Approval of ROW – CenterPoint Energy – 79th Avenue NE & Monroe Street NE
- G. Approval of ROW – Xcel Energy – 800 79th Avenue NE
- H. Approval of ROW – Xcel Energy – 725 80th Avenue NE
- I. Contractor's Licenses
- J. Sign Permit

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

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

7. DEPARTMENT REPORTS

A. Police Report

Chief Antoine reported that the Police Department responded to 811 calls for service in August 2025, compared to 798 in August 2024. He stated that Investigator Bennek handled 37 cases during the month of August, including 35 felonies and 2 misdemeanors. He noted that Investigator Bennek is monitoring four forfeiture cases and has closed one case in August.

B. Parks and Recreation Report

Parks and Recreation Director Scanlon provided an update on recent department activities. She reported that the *Music in the Park* series concluded in August without any additional rainouts. She noted that the summer programs, held primarily at Able Park, were successful and concluded in early August. Positive feedback was received from parents, and the programs ran smoothly throughout the season. Director Scanlon acknowledged Wesley's contributions to the success of the summer programs and noted he will be greatly missed.

Director Scanlon stated that construction has begun on new pickleball courts at Terrace Park and is expected to be completed soon. Director Scanlon also announced the decision to eliminate the warming house at Able Park for the upcoming winter season. She noted that this decision was based on low usage during the previous season and increased demand for building rentals. She said that the Department will offer free skate and snowshoe checkouts to the public.

C. Code Enforcement Report

Building Official Baker provided a brief update on current construction and code enforcement activities. He reported that the new single-family home at 7811 Jackson Street is progressing, with footing and foundation inspections completed and framing now underway. He stated that former Taco Lino building, 8188 Central Avenue, is transitioning to a new Mediterranean-style restaurant. The new tenant has completed upgrades to meet ADA requirements and is making aesthetic improvements to the building's exterior.

Building Official Baker stated that a portion of the former Biff's Restaurant is being remodeled to accommodate a new business, Minnesota Melt & Dip, a breakfast and coffee bar. He noted that the establishment will share an entrance with the adjacent tobacco shop, continuing the redevelopment of that commercial space.

Building Official Baker noted that 10 administrative offense tickets were issued this month, primarily for fire code violations and overgrown grass. He reported that several properties currently in the Anoka County court system are beginning to show signs of improvement, with visible cleanup efforts underway, including the removal of debris and inoperable vehicles.

Official Baker provided an update on 857 81st Avenue NE, that was subject to license revocation at the previous council meeting. He confirmed that the property is currently vacant, and official notices have been posted on the door to indicate that the rental license has been revoked. He stated that the postings serve as the City's legal notification to the property owner and any potential occupants. He stated that although the property owner has indicated an intention to sell, the revocation process remains in effect. He noted that before the property can be reoccupied or sold for rental purposes, it must go through the appropriate reinstatement procedures as outlined by City ordinance.

8. ORDINANCES AN/OR RESOLUTIONS - None**9. NEW BUSINESS****A. Approval of Animal Control Services Contract**

Police Chief Antoine informed the Council that the Humane Society, which has provided animal impound services since the closure of Dover Kennels in 2022, has notified the City that it will no longer offer impound services to law enforcement agencies or municipalities due to a strategic shift in operations. He noted that they will continue accepting animals from residents, they will not accept animals from police departments.

Chief Antoine reported that he contacted seven potential providers, but six were unable to accommodate the City due to capacity limitations. He said the only viable option identified is Companion Animal Care and Control, based in Hudson, Wisconsin, with a new Minnesota location opening in Oakdale. He said that they currently serve 41 jurisdictions across Minnesota and Wisconsin.

Chief Antoine recommended entering into a contract with Companion Animal Care and Control for impound-only services. He said that the provider charges a \$200 monthly retainer fee, but offers lower per-animal fees and does not charge intake fees for animals that are quickly reunited with their owners. Chief Antoine emphasized the urgency of securing a contract, as space is limited. He stated that the contract would begin January 1, 2026, signing now would secure the City's spot and avoid future service disruptions.

Motion made by Councilmember Moran to Approve Animal Services Contract with Companion Animal Control LLC & Companion Animal Care LLC.

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

B. Approval to Purchase New Traffic Speed Notification System/Signs

Police Chief Antoine is requesting approval for the purchase of two new radar speed notification signs to replace aging equipment on Able Street. He reported that one of the original TAPCO signs, installed over 10 years ago, has failed due to corrosion and wiring issues and is no longer repairable, as confirmed through a remote diagnostic session with the manufacturer.

Chief Antoine recommended replacing both signs at that location with Shield 12 radar speed signs from All Traffic Solutions, the same model currently in use elsewhere in the city. He said the signs are mobile, compatible with the City's existing traffic data suite, and allow for flexible deployment in other areas as needed. He said the remaining functional TAPCO sign may be relocated to another area in the city where one-way monitoring is sufficient.

Chief Antoine noted that the provider initially proposed an increase from \$4,500 to \$7,500, however, the company agreed to a reduced rate of \$5,500 annually, which will cover six radar signs and one speed trailer. Chief Antoine noted that the total cost for the two new radar speed signs, including installation, is \$10,196.63. He stated that the expense would be covered by the Traffic Education Fund.

Motion made by Acting Mayor Wendling for Approval to Purchase New Traffic Speed Notification System/Signs.

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

C. Conditional Job Offer for Parks and Recreation Supervisor

Parks and Recreation Director Scanlon presented a conditional offer of employment for the Recreation Program Supervisor position to Patrice Holter. She stated that following the resignation of Wesley Goldberg, internal restructuring was conducted, resulting in Claire Waddell being promoted to Mr. Goldberg's former role. She stated that this allowed the Department to revisit previous candidates for the Recreation Program Supervisor position, specifically focusing on senior programming.

Director Scanlon noted that the restructuring aligns well with the strengths of both individuals—Ms. Waddell brings a strong background in youth and family programming, while Ms. Holter has extensive experience in community, senior, and family programming, making her a strong fit for the role.

She requested Council approval to hire Patrice Holter at Step 4, citing her significant background in parks and recreation and her educational qualifications.

Motion made by Councilmember Moran to approve Conditional Job Offer for Parks and Recreation Supervisor.

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

D. Approval to Accept SHIP Grant for Community Gardens

Director Scanlon requested Council approval to accept a grant from the Statewide Health Improvement Partnership (SHIP) through Anoka County's Minnesota Eats initiative. She stated the City was awarded \$8,554.04 to replace all raised garden beds at Sanburnol Park. She noted that the new garden beds will be constructed by local high school students and are expected to be ready for planting in the spring.

Motion made by Councilmember Goodboe-Bisschoff to Accept the SHIP Grant for Community Gardens.

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

10. REPORTS

A. Attorney's Report - None

B. Engineer's Report

Report accepted as presented.

C. Administrator Report

Administrator Buchholtz stated that his performance evaluation is scheduled for the October 6, 2025 Council Meeting

11. OTHER - None

13. ADJOURN

Motion made by Councilmember Moran to adjourn.

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

The meeting was adjourned at 7:42 PM.

Kenneth Wendling, Acting Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer



**MAYOR'S PROCLAMATION
DOMESTIC VIOLENCE AWARENESS MONTH
OCTOBER 2025**

WHEREAS, domestic violence is a widespread issue that affects individuals and families of every background and undermines the safety and well-being of our community; and

WHEREAS, more than 10 million people in the United States experience domestic violence each year, and in Minnesota, families across every county—including Anoka County—are impacted; and

WHEREAS, Alexandra House provides life-saving shelter, 24-hour crisis response, legal and housing advocacy, youth prevention programs and long-term support services for victims and survivors, helping them rebuild their lives in safety and with dignity; and

WHEREAS, the tireless dedication of Alexandra House staff, volunteers, community partners, and supporters reflects the very best of our shared values of compassion, justice and service, and their work strengths not only individual survivors but the entire Spring Lake Park community; and

WHEREAS, October has been designated as Domestic Violence Awareness Month nationwide to honor survivors, remember those lost, and renew our collective commitment to ending abuse;

NOW, THEREFORE, I, Robert Nelson, Mayor of the City of Spring Lake Park, do hereby proclaim October 2024 as

DOMESTIC VIOLENCE AWARENESS MONTH

in the City of Spring Lake Park, and I commend the vital work of Alexandra House in protecting victims, supporting survivors, and promoting safe, healthy relationships throughout our community.

Dated this 6th day of October, two thousand twenty-five.

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, Administrator/Clerk



**MAYOR'S PROCLAMATION
FIRE PREVENTION WEEK
OCTOBER 5-11, 2025**

WHEREAS, the City of Spring Lake Park is committed to ensuring the safety and security of all those living in and visiting our community; and

WHEREAS, fire is a serious public safety concern both locally and nationally, and homes are where people are at the greatest risk from fire; and

WHEREAS, lithium-ion batteries are increasingly common in household devices such as smartphones, laptops, e-bikes, and power tools, and while generally safe, they can present unique fire hazards if damaged, improperly charged, or misused; and

WHEREAS, the 2025 Fire Prevention Week campaign, “Charge into Fire Safety™: Lithium-Ion Batteries in Your Home,” focuses on educating the public about safe storage, charging, and disposal practices that reduce fire risk and protect lives and property; and

WHEREAS, the dedicated firefighters of the SBM Fire Department provide life-saving services to protect residents through education, prevention, and emergency response, and they deserve our gratitude and recognition for their service;

NOW, THEREFORE, BE IT RESOLVED that I, Robert Nelson, Mayor of the City of Spring Lake Park, officially proclaim the week of October 5 through October 11, 2025 as

FIRE PREVENTION WEEK

in the City of Spring Lake Park and urge all residents to observe this week with programs, activities, and practices that promote fire safety and awareness in our homes, schools, and workplaces.

Dated this sixth day of October, two thousand twenty five.

Robert Nelson, Mayor

ATTEST:

(SEAL)

Daniel Buchholtz, City Administrator



Memorandum

To: Mayor Nelson and Members of the City Council

From: Daniel R. Buchholtz, ICMA-CM, Administrator, Clerk/Treasurer

Date: September 26, 2025

Subject: Appointment of Steve Coyle to Planning Commission

There are two open seats on the Planning Commission. Staff advertised the Commission opening and received the following application:

Planning Commission (3 year term; expires December 31, 2028)

- Steve Coyle, 601 Manor Drive

Staff recommends appointment of Steve Coyle to the Planning Commission. As a 49 year resident of Spring Lake Park, former City employee, former City Councilmember and former 2 term SBM Fire Board Member, Steve has a unique perspective and knowledge of the city and its history. He will be a strong addition to the Commission.

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



APPLICATION BOARD/COMMISSION MEMBER

These questions are designed to obtain information about your experience and interest in civic activities. You may return your application by mail, email or fax. **Mail to:** Administrator, Clerk/Treasurer's Office, 1301 81st Avenue NE, Spring Lake Park, MN 55432; **E-Mail to:** info@slpmn.org; or **Fax to** (763) 792-7257. Your application will remain on file for six months. If you have questions, please call the Administrator, Clerk/Treasurer's Office at (763) 784-6491. **Thank you for your interest!**

Name: STEVE COYLE ☒ Adult (18+) ☐ Student (under 18)

Address: 601-MANOR DR NE. SLP, MN Zip: 55432

Home #: 763-951-3463 Cell #: _____

Email: STEVECOYLE@601@MSN.COM Work #: _____

Length of residence in Spring Lake Park (in years) 49 May we call you at work? ☐ Yes ☐ No

I am interested in serving on the following commission:

(If you have an interest in more than one commission, you may rank your choices)

☒ Planning and Zoning Commission

☐ Parks and Recreation Commission

Community, Civic or Volunteer Experience: 30 YR YOUTH COACH, SLP JAYCEE,
SLP CITY COUNCIL, SLP FIRE BOARD

Interests and Hobbies: SPORTS CARD COLLECTOR, HANDYMAN,
BASKET WEAVING

Occupation and Work Experience (you may attach a resume if desired):
GLAZER 12 YRS. PUBLIC WORKS 30+ YRS.

Please complete other side of application

Educational Background/Training: HIGH SCHOOL

ANOKA TECH DRAFTING

What skills or personal qualities do you possess that would make you valuable as a board or commission member? AS A LONG TIME RESIDENT AND EMPLOYEE
OF SPRING LAKE PARK, I HAVE EXPERIENCED MANY
CHANGES IN THE CITY.

Why are you interested in volunteering? SPRING LAKE PARK IS A
GREAT CITY. I'D LIKE TO KEEP IT THAT WAY.

Conflicts of Interest

No commissioner shall: (1) Enter into any contract with the city unless otherwise authorized by law. (2) Use their position to secure any special privilege or exemption for themselves or others. (3) Use their office or otherwise act in any manner which would give the appearance of or result in any impropriety or conflict of interest.

IMPORTANT INFORMATION CONCERNING YOUR APPLICATION

DATA PRIVACY NOTICE: Minnesota law requires that you be informed of the purposes and intended uses of the information you are providing on this application. Pursuant to Minnesota Statutes Section 13.601, your name, city of residence, employment history, volunteer work, awards and honors are public data and is available to anyone who requests the information. The data that you give us about yourself is also needed to identify you and assist in determining your suitability for the commission(s) for which you are applying. This data is not legally required, but refusal to supply the information requested may affect the City Council's ability to evaluate your application. Should you be appointed to serve on a board or commission, pursuant to Minnesota Statutes Section 13.601, your residential address and either a telephone number or electronic mail address (or both) where you can be reached also become public information.

I have read and understand the data privacy information given above and authorize investigation of all statements contained in this application as may be necessary to arrive at an appointment decision. I certify that all answers given here are true, and I understand that any false information on or omission of information from this application will be cause for rejection of this application.

Arne Loyd
Applicant signature (electronic)

26 OCT 2025
Date



Public Right of Way Application

Applicant Information:

Name of Company: Xcel Energy - Rebecca Cone
Address: 825 Rice St
City/State/ZIP: St. Paul, MN 55117
Phone Number: (816) 648-8088
Fax Number: _____
Email Address: rebecca.cone@xcelenergy.com
Representatives Name: Rebecca Cone - Permit Coordin

Project Information:

Project Name: Xcel OH Line Rebuild - WO114751475
Project Address/Location: Multiple *See sketch
City/State/ZIP: Spring Lake Park, MN
Parcel Number(s): *See sketch

Description of Work and restoration plan: (Attach additional pages if necessary)
Overhead electric distribution line rebuild along feeder CNC071 WO114751475.

Duration of the Right of Way:

Start Date: 9/8/25 End Date: 9/8/26

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

Attachments Required:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Site Plan/Map | <input type="checkbox"/> Project Drawings |
| <input type="checkbox"/> Traffic Control Plan | <input type="checkbox"/> Proof of Insurance (copy of policy) |
| <input type="checkbox"/> Property Deed or Owner Authorization | |
| <input type="checkbox"/> Environmental Impact Assessment (if applicable) | |

☐ Other: _____

Applicant's Certification:

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

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

Signature: Rebecca L. Cone

Date: 9/1/25

For Office Use Only:

Application Number: _____

Date Received: 9/23/25

Reviewed By: AK

Approval Status: ☒ Approved ☐ Denied

Conditions of Approval/Reasons for Denial: _____

Signature of Reviewing Officer: Cheryl Linger

Date: 10/1/25

Right of Way Permit - \$150.00

☐ Excavation Hole - \$150.00

☐ Emergency Hole - \$75.00

☐ Trench - \$70/100'

☐ Obstruction Fee - \$150.00

☐ Overhead Obstruction - \$150.00

☐ Boring Holes - \$50.00 per hole

☐ Other: _____

Instructions for Submission:

Complete the application form in its entirety.

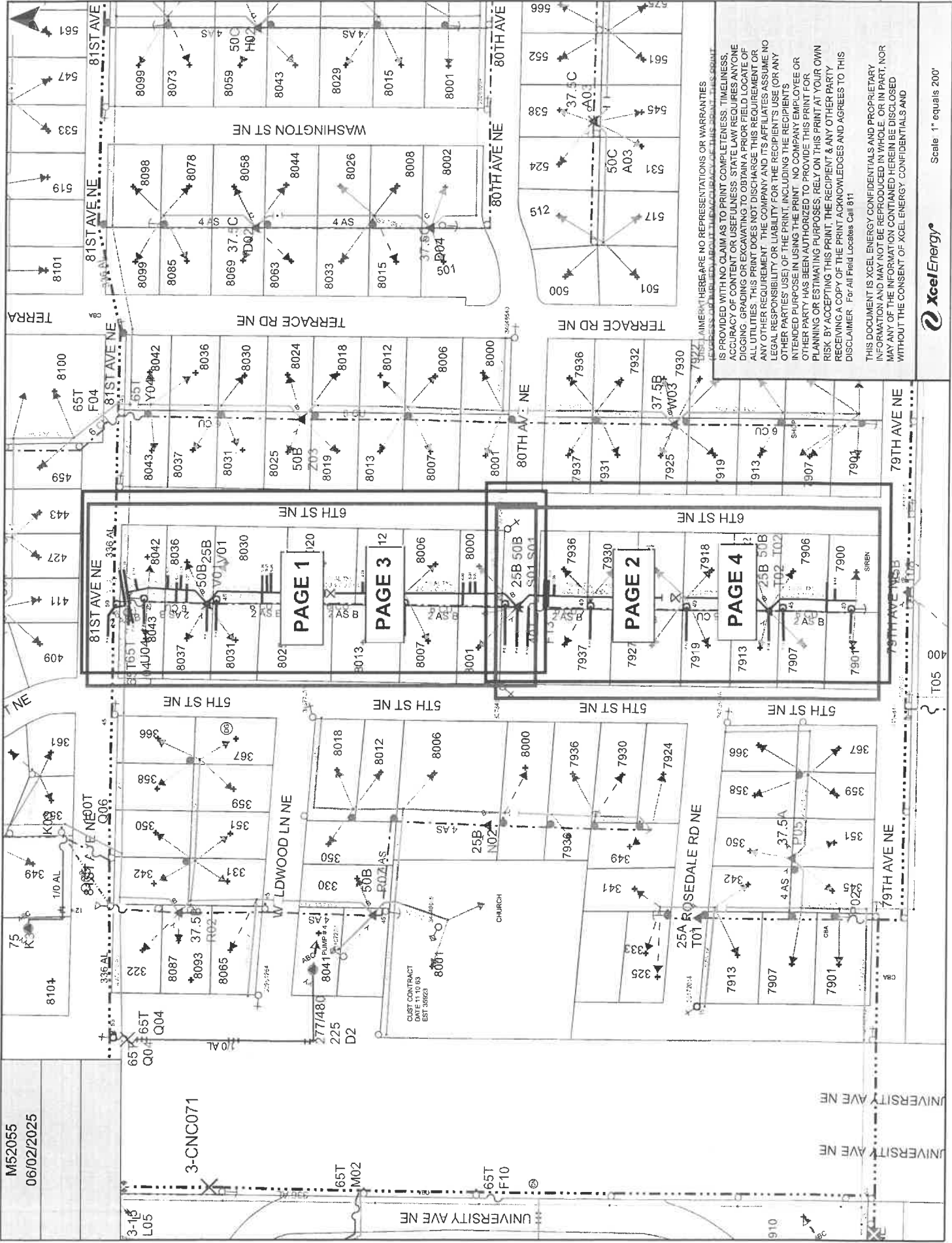
Attach all required documents and plans.

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

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

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

M52055
06/02/2025



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Scale 1" equals 200'

Relay type (L or M)
8th Ave
50th Ave
Roseville Rd W
Wetley Dr NE

DESIGNER: Rob Meyerkorth
(816) 414-1185
robbie.e.meyerkorth@xcelenergy.com

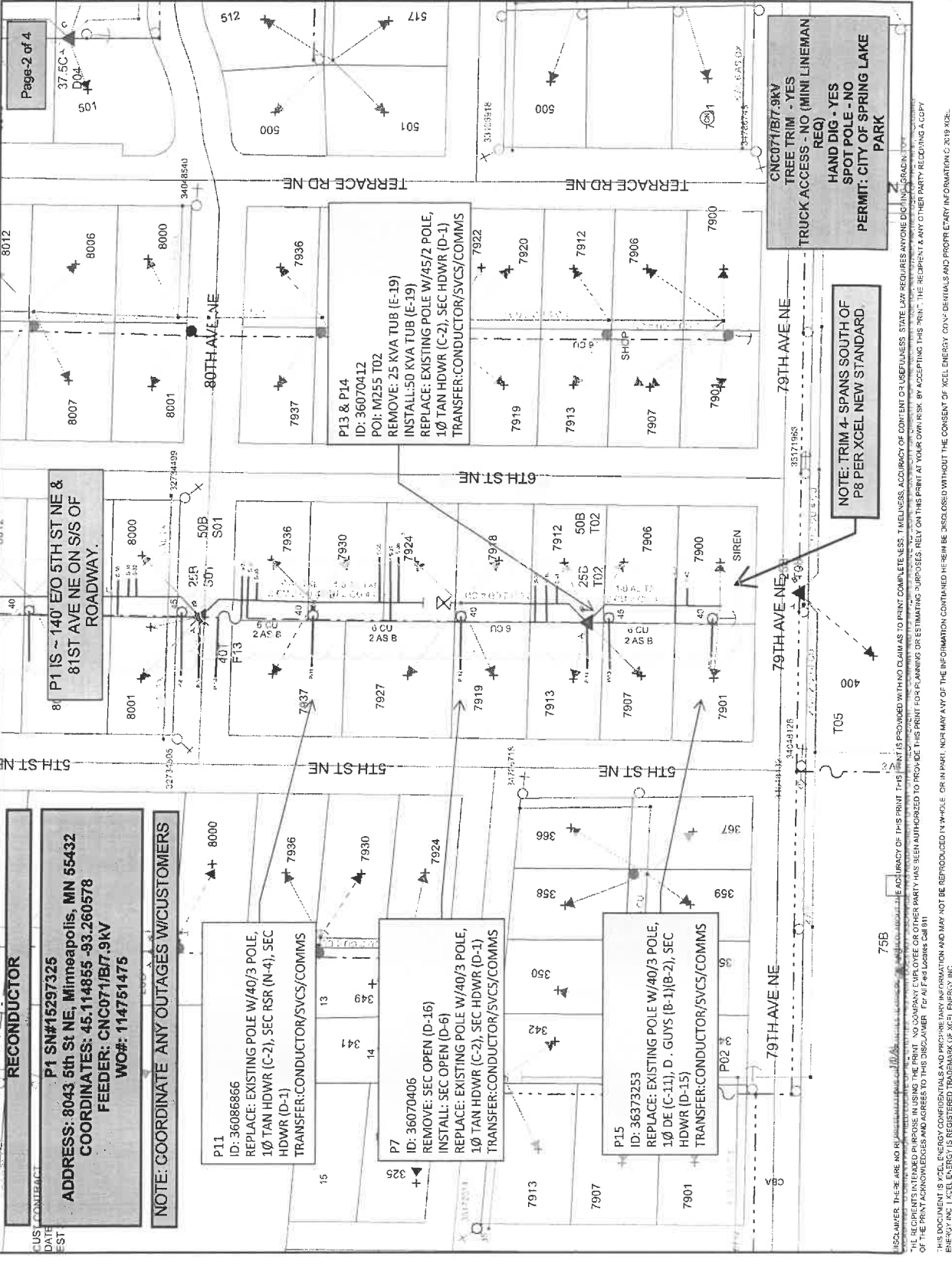
Work Order Information
Service Request # 000015297325
Design Number 000015297325
Designer/Planner ID 237283
Designer/Planner Name ROB MEYERKORTH
Manager Approval

Design Location
Division Minnesota
County Anoka
City Spring Lake Park
Address SEE CALL OUT
T 20N R 24W S 2
Map # MS2055 Permit SEE CALL OUT
Feeder SEE CALL OUT Voltage
Phase Buss Dev ID
System Gas
Size Pressure
Material Material
Dead End
Work Order #
Date 10/02/2025
Sketch # 0 of Sketch Data
Scale 1" equals 100'

Electric
Feeder SEE CALL OUT Voltage
Phase Buss Dev ID
System Gas
Size Pressure
Material Material
Dead End
Work Order #
Date 10/02/2025
Sketch # 0 of Sketch Data
Scale 1" equals 100'

Xcel Energy

CONSTRUCTION USE ONLY
☐ NO CHANGES (BUILT AS DESIGNED)
☐ CHANGES MADE AS INDICATED
(ALL ORD MUST HAVE ACTUAL MEASUREMENTS FROM THE FIELD SITE)
RFO _____ DATE _____
FOREMAN _____
TEAM LEADER _____







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

October 1, 2025

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

Re: 2025 Street Seal Coat and Crack Repair Project
Project No. 193807361
Contractor's Request for Payment No. 3/FINAL

Dear Dan:

Attached for city approval is Contractor's Request for Payment No. 3/FINAL for the 2025 Seal Coat and Crack Repair project. The prime Contractor on this project was Allied Blacktop Company.

This request includes payment for the pavement markings and releases the project retainage. Approval of this payment will signify final project acceptance by the city. Attached to the request are proof of tax withholding and lien waiver forms (your accountant will want these). George Linngren monitored the construction progress on the project.

We have reviewed the contractor's payment request and found it to be in order. We recommend approval. **If the City wishes to approve this request, then payment should be made to Allied Blacktop Company in the amount of \$18,697.90.**

The total final construction cost for this project is \$155,512.20 which is about 13-percent less than the original bid amount. Please execute the payment request document. Keep one copy for your records, forward a copy to Allied Blacktop Company, and return one copy to me.

Feel free to contact us if you have any questions.

Regards,
STANTEC

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

Phil Gravel
City Engineer

Enclosures

cc: Matt Dolecki, Allied Blacktop Company
Geroge Linngren, Public Works Director



Owner: City of Spring Lake Park, 1301 81st Ave. NE, Spring Lake Park, MN 55432	Date: October 1, 2025
For Period: 8/12/2025 to 10/1/2024	Request No: 3/FINAL
Contractor: Allied Blacktop Co., 10503 89th Ave. N., Maple Grove, MN 55369	

CONTRACTOR'S REQUEST FOR PAYMENT
2025 SLP STREET SEAL COAT AND CRACK REPAIR
STANTEC PROJECT NO. 193807361

SUMMARY

1	Original Contract Amount		\$	179,365.00
2	Change Order - Addition	\$	0.00	
3	Change Order - Deduction	\$	0.00	
4	Revised Contract Amount		\$	179,365.00
5	Value Completed to Date		\$	155,512.20
6	Material on Hand		\$	0.00
7	Amount Earned		\$	155,512.20
8	Less Retainage 0%		\$	0.00
9	Subtotal		\$	155,512.20
10	Less Amount Paid Previously		\$	136,814.30
11	Liquidated damages -		\$	0.00
12	AMOUNT DUE THIS REQUEST FOR PAYMENT NO. 3/FINAL		\$	18,697.90

Recommended for Approval by:
STANTEC

Phil Gravel

10-1-2025

Approved by Contractor:
ALLIED BLACKTOP COMPANY

Per invoice 874SPR - 13667

Approved by Owner:
CITY OF SPRING LAKE PARK

Specified Contract Completion Date:

Date:

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
BASE BID							
1	MOBILIZATION	LS	1	10000.00	0.25	1	\$10,000.00
2	TRAFFIC CONTROL	LS	1	15000.00	0.25	1	\$15,000.00
3	ROUTE AND SEAL CRACK REPAIR	LBS	4500	2.50		1462	\$3,655.00
4	CLEAN AND SEAL CRACK REPAIR	LBS	4500	3.50		3412	\$11,942.00
5	SEAL COAT AGGREGATE, FA-2 (MOD)	TN	870	40.00		750	\$30,000.00
6	BITUMINOUS MATERIAL FOR SEAL COAT, CRS-2	GAL	22600	3.85		20693	\$79,668.05
7	4" SKIP LINE, YELLOW - PAINT	LF	700	0.15	290	290	\$43.50
8	4" DOUBLE SOLID LINE, YELLOW - PAINT	LF	11900	0.25	10683	10683	\$2,670.75
9	4" SOLID LINE, WHITE - PAINT	LF	16500	0.15	19886	16886	\$2,532.90
TOTAL BASE BID							\$155,512.20
TOTAL BASE BID							\$155,512.20
WORK COMPLETED TO DATE:							\$155,512.20

PROJECT PAYMENT STATUS

OWNER CITY OF SPRING LAKE PARK
STANTEC PROJECT NO. 193807361
CONTRACTOR ALLIED BLACKTOP COMPANY

CHANGE ORDERS

No.	Date	Description	Amount
Total Change Orders			

PAYMENT SUMMARY

No.	From	To	Payment	Retainage	Completed
1	06/01/2025	07/16/2025	20,754.65	1,092.35	21,847.00
2	07/17/2025	08/11/2025	116,059.65	7,200.75	144,015.05
3/FINAL	08/12/2025	10/01/2025	18,697.90		155,512.20

Material on Hand

Total Payment to Date		\$155,512.20	Original Contract	\$179,365.00
Retainage Pay No. 3/FINAL			Change Orders	
Total Amount Earned		\$155,512.20	Revised Contract	\$179,365.00



Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	0-579-356-128
Submitted Date and Time:	9-Sep-2025 11:13:33 AM
Legal Name:	ALLIED BLACKTOP COMPANY
Federal Employer ID:	41-0827871
User Who Submitted:	N10503
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	880750592
Minnesota ID:	8606387
Project Owner:	CITY OF SPRING LAKE PARK
Project Number:	2025 SEAL COAT AND CRACK REPAIR PROJECT
Project Begin Date:	09-Jul-2025
Project End Date:	04-Sep-2025
Project Location:	VARIOUS ROADS AND STREETS
Project Amount:	\$155,512.20

Subcontractor Summary

Name	ID	Affidavit Number
HIGHWAY PARKING SIGNS AND SAFETY INC	8361428	170733568
SIR LINES-A-LOT INC	3509324	634335232

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) withholding.tax@state.mn.us. Business hours are Monday through Friday 8:00 a.m. to 4:30 p.m. Central Time.

Please [print this page](#) for your records using the print or save functionality built into your browser.



Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	1-008-764-384
Submitted Date and Time:	8-Sep-2025 11:00:38 AM
Legal Name:	HIGHWAY PARKING SIGNS AND SAFETY INC
Federal Employer ID:	88-3775212
User Who Submitted:	H.P.S.S.
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	170733568
Minnesota ID:	8361428
Project Owner:	CITY OF SPRING LAKE PARK
Project Number:	2025 SEAL COAT AND CRACK REPAIR PROJECT
Project Begin Date:	09-Jul-2025
Project End Date:	18-Aug-2025
Project Location:	VARIOUS ROADS AND STREETS
Project Amount:	\$5,467.50
Subcontractors:	No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

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Please [print this page](#) for your records using the print or save functionality built into your browser.



Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	1-132-266-976
Submitted Date and Time:	9-Sep-2025 7:52:35 AM
Legal Name:	SIR LINES-A-LOT INC
Federal Employer ID:	46-5427787
User Who Submitted:	linesalot
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	634335232
Minnesota ID:	3509324
Project Owner:	CITY OF SPRING LAKE PARK
Project Number:	H25-0272
Project Begin Date:	01-Aug-2025
Project End Date:	29-Aug-2025
Project Location:	SPRING LAKE PARK, MN
Project Amount:	\$6,739.62
Subcontractors:	No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) withholding.tax@state.mn.us. Business hours are Monday through Friday 8:00 a.m. to 4:30 p.m. Central Time.


Please [print this page](#) for your records using the print or save functionality built into your browser.

RECEIPT AND WAIVER OF MECHANICS LIEN RIGHTS

The undersigned hereby acknowledges that payment has been received in full of One Hundred Fifty-Five Thousand Five Hundred Twelve and 20/100 dollars (\$155,512.20) from City of Spring Lake Park for 2025 Street Seal Coat and Crack Repair Project by the undersigned delivered or furnished to (or performed at) City of Spring Lake Park, MN and for value received hereby waives those rights which may have been acquired by the undersigned to file mechanics liens against said premises on account of the above described labor and/or materials delivered and furnished by the undersigned, to the extent only of the amount of the aforesaid payment: and the undersigned hereby expressly reserves the right to assert, without prejudice to it's heretofore existing priority, mechanics lien rights against said premises for labor and/or materials delivered and/or furnished to said premises payment for which is not included in the aforesaid payment.

Dated this 8th day of September, 2025

Allied Blacktop Company

By 
Naomi Bretz, VP of Administration
10503 89th Avenue North
Maple Grove, MN 55369

RECEIPT AND WAIVER OF MECHANICS LIEN RIGHTS

The undersigned hereby acknowledges that payment has been received in full of Five Thousand Four Hundred Sixty-Seven and 50/100 dollars (\$5,467.50) from Allied Blacktop Company for 2025 Street Seal Coat and Crack Repair Project by the undersigned delivered or furnished to (or performed at) City of Spring Lake Park, MN and for value received hereby waives those rights which may have been acquired by the undersigned to file mechanics liens against said premises on account of the above described labor and/or materials delivered and furnished by the undersigned, to the extent only of the amount of the aforesaid payment; and the undersigned hereby expressly reserves the right to assert, without prejudice to it's heretofore existing priority, mechanics lien rights against said premises for labor and/or materials delivered and/or furnished to said premises payment for which is not included in the aforesaid payment.

Dated this 8th day of September, 2025

Highway Parking Signs and Safety, Inc.

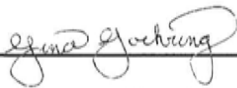
By Rachael Allen
Rachael Allen, CFO
11775 Justen Circle, Suite B1
Rogers, MN 55369

RECEIPT AND WAIVER OF MECHANICS LIEN RIGHTS

The undersigned hereby acknowledges that payment has been received in full of Six Thousand Seven Hundred Thirty-Nine and 62/100 dollars (\$6,739.62) from Allied Blacktop Company for 2025 Street Seal Coat and Crack Repair Project by the undersigned delivered or furnished to (or performed at) City of Spring Lake Park, MN and for value received hereby waives those rights which may have been acquired by the undersigned to file mechanics liens against said premises on account of the above described labor and/or materials delivered and furnished by the undersigned, to the extent only of the amount of the aforesaid payment: and the undersigned hereby expressly reserves the right to assert, without prejudice to it's heretofore existing priority, mechanics lien rights against said premises for labor and/or materials delivered and/or furnished to said premises payment for which is not included in the aforesaid payment.

Dated this 8th day of September, 2025

Sir Lines-A-Lot LLC

By  _____

Name/Title Gina Goerhing, Project Accountant Lead
7175 Cahill Rd
Edina, MN 55439

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

Contractor's Licenses

October 6, 2025

General Contractor

Epic Construction Services

Mechanical Contractor

Blue Ox

Egan Company

Erickson Plumbing, Heating, Air and Electrical

Hertz Mechanical

Plumbing Contractor

Egan Company

Mattson Plumbing, LLC.

Randy's Home Service, LLC.

Ungerman, Inc.

Sign Contractor

Albrecht Sign Company

Fast Eddy's Flags & Signs

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

Sign Permit

October 6, 2025

Sign Permit

Spring Lake Park Dispensary

8478 Central Ave NE



SIGN PERMIT APPLICATION

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

JOB ADDRESS: 8478 CENTRAL AVE NE SPRING LAKE PARK, MN 55432

APPLICANT INFORMATION:

Name: ed gallagher
Address: 359 1st ave. so south st paul, mn 55075
Email: edmundster@aol.com Phone: 51-248-1271
☐ New Construction
☐ Remodel
☐ Word Change

CONTRACTORS INFORMATION:

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

Name: FAST EDDY'S FLAGS & SIGNS
Address: 359 1ST AVE SO. SOUTH ST PAUL, MN 55075
Email: EDMUNDSTER@AOL.COM Phone: 651-248-1271
State License #: _____ Expiration Date: _____

DESCRIPTION OF WORK TO BE COMPLETED:

INSTALL CHANNEL LETTER SIGN ABOVE STORE FRONT
HANGE FACES ONLY ON POLE SIGN

Square Footage of front of Building (Length X Width): 1350
Square Footage of all existing signs (Length X Width): Being removed
Square footage of proposed sign or signs (Length X Width): 120 50' x 2 = 100 (pylon) 70' Building
170 Total

IS AN ELECTRICAL PERMIT REQUIRED? Yes ☐ No ☐

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

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

⇒ Applicant Signature: [Signature] Date: 9-22-2025

405 ~~7~~ - 30%
170 ~~7~~ - proposed

235 ~~7~~ ~~500~~ - Remaining

70A

PROPOSED

70 SQ FT.

LED LIGHTED CHANNEL LETTER SIGN
ON RACEWAY MOUNTED TO STEEL FRAMING
USING 1/4 X 1 1/2 TEX SCREWS

20 FT.

240"

42 IN.

+ DISPENSARY

75 FT.

+ DISPENSARY

18 FT.

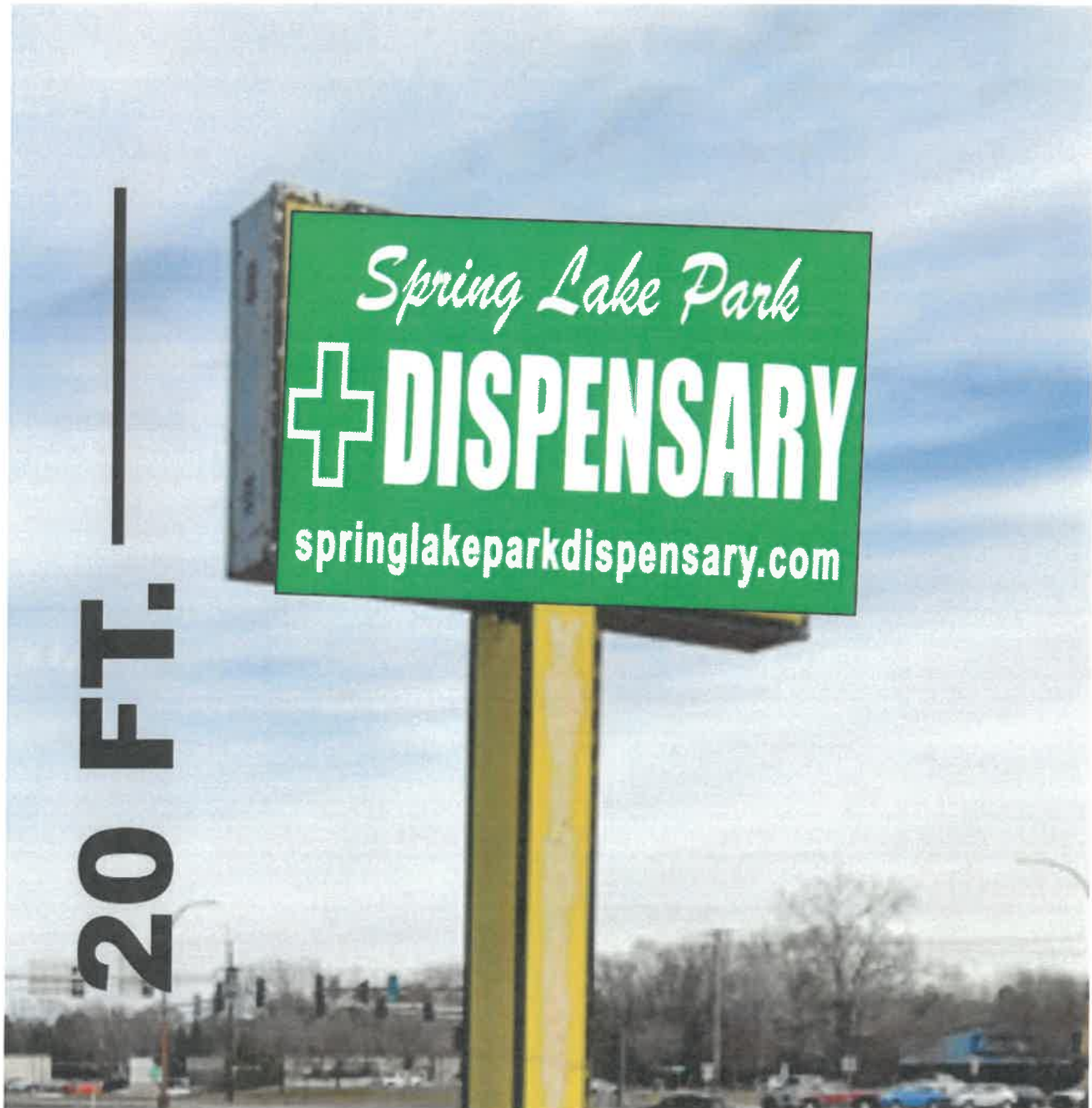


5 FT.



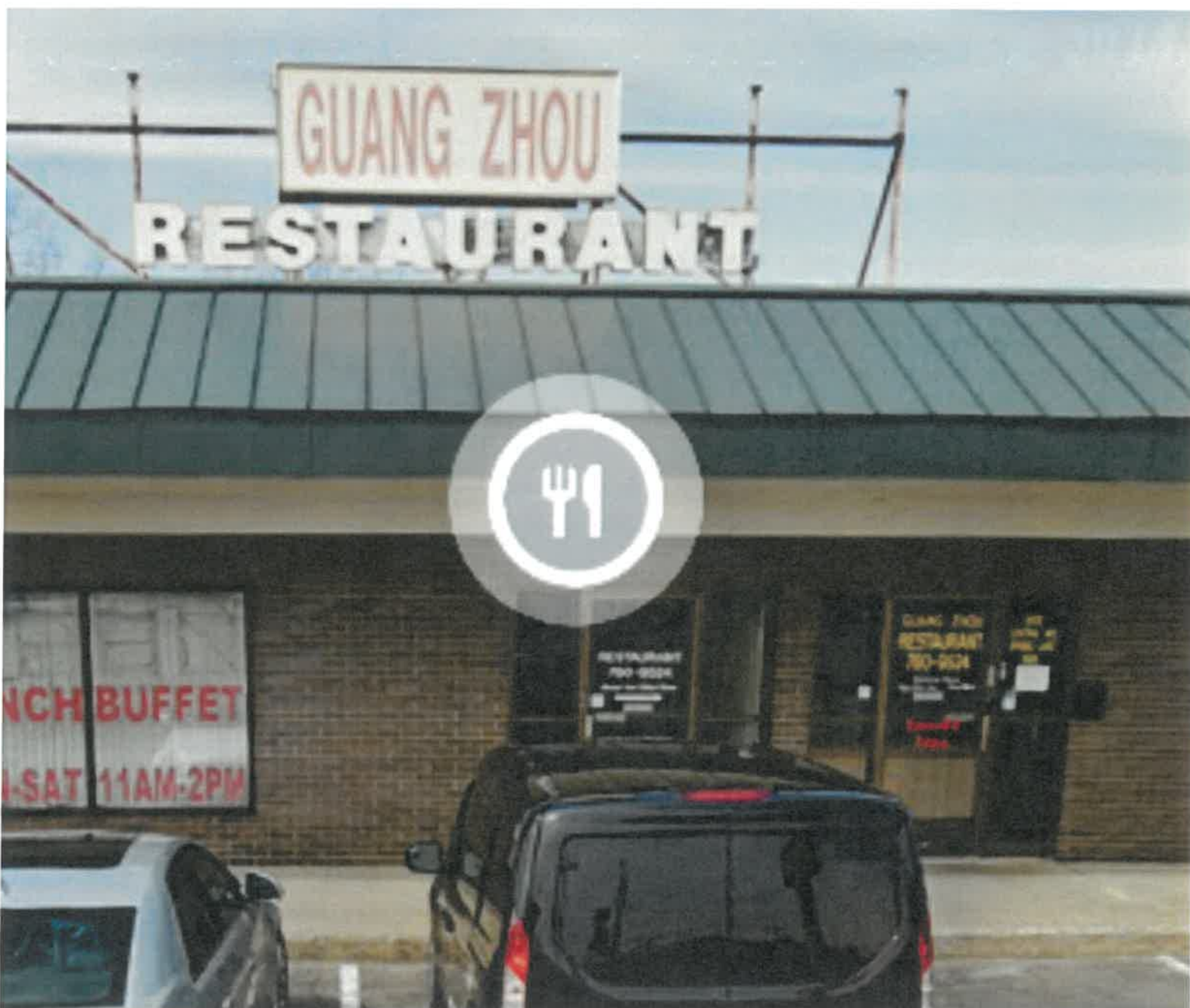
10 FT.

50' x 2 = 100'

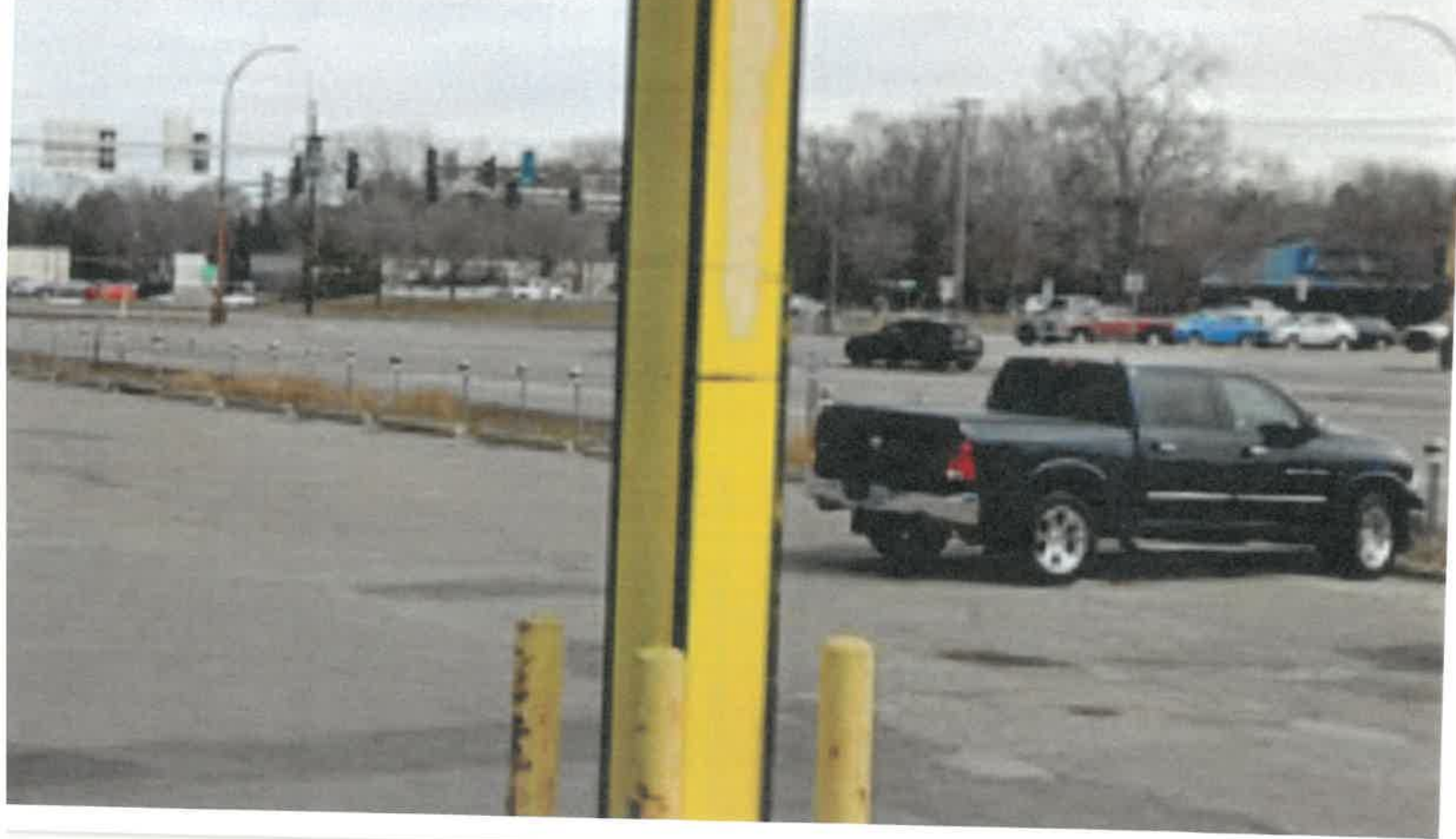


20 FT.

EXISTING



Existing



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

**Business License
Consumption and Display
October 6, 2025**

Gala Center LLC
1632 County Hwy 10
Suite 100

License – CD – 25-01



Memorandum

To: Mayor Nelson and Members of the City Council

Cc: Dan Buchholtz

From: George Linngren, Public Works Director

Date: 10/1/2025

Subject: September Public Works Report

Please find below a summary of Public Works activities for the month of September:

Conferences and Professional Development

- **AWWA Conference:** I attended the American Water Works Association Conference in Duluth again this year. This event continues to be a valuable opportunity to network with peers from other municipalities, share solutions to common challenges, and explore innovations in the field. The vendor exhibition—the largest in the state—allowed for productive discussions with current suppliers and the discovery of potential new vendors. Thank you for supporting my participation.

Operations and Maintenance

- **Seal Coating and Construction:** The contractor has completed the punch list items, including addressing previously identified issues. One of the ongoing challenges remains keeping traffic off the newly treated roads until they are properly rolled and cooled.
- **Playgrounds:** Installation is complete. We successfully relocated a few pieces of equipment from Terrace Park to Sanburnol Park and added wood fiber surfacing.
- **Street Maintenance:** Crews continue to fill potholes and patch curb lines in preparation for winter. Please notify us of any areas requiring attention.
- **Sweeping:** Street sweeping is scheduled to resume in mid-October and will continue until snowfall.
- **Storm Sewer Maintenance:** The Theorin Terrace storm line project is complete, and the intersection is now open. We will be opening quotes for the televising of all storm sewer lines on Wednesday, October 1. A few catch basins still require re-grouting, and some patching remains before winter.

- **Lakeside Park Improvements:** Over 100 feet of deteriorated sidewalk was removed due to safety concerns. Although only a few panels were immediate hazards, additional sections broke during removal until a stable base was reached. Our in-house team poured and finished the new concrete, and I commend the crew for their excellent work.
-

Personnel and Scheduling

- I was able to take a week of vacation, spread over two weeks. It was a welcome break, and I appreciate the support in my absence.
-

Meetings and Administrative Activities

1. Attended one City Council meeting.
 2. Participated in the monthly CCWD (County/City Water District) meeting.
 3. Attended the monthly department head meeting.
-

This concludes my report for the month of September. Please feel free to reach out with any questions or if further details are needed.

Thank you



City of Spring lake Park
Code Enforcement Division
1301 Eighty First Avenue Northeast
Spring Lake Park, Minnesota 55432
(763) 783-6491 Fax: (763) 792-7257

REPORT

TO: Spring Lake Park City Council
FROM: Jeff Baker, Code Enforcement Official
RE: Code Enforcement Monthly Report for September 2025
DATE: September 30, 2025

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

In September, a total of 25 building, 0 Certificate of Occupancy, 0 Fire Alarm, 0 Fire Suppression, 7 mechanical, 13 plumbing, 1 sign and 3 zoning and 9 electrical for a total of 60 permits issued compared to a total of 42 in 2024. Code Enforcement conducted 112 inspections in the month of September including 32 Rental, 26 Fire, 27 Building and 27 Nuisance inspections.

The Code Enforcement Division issued 29 administrative offense tickets.

September has been a whirlwind for me personally, as I was out for most of the month due to knee surgery. I would like to thank Administrator Buchholtz for allowing me to work from home during my recovery. While I missed the first two weeks entirely, I have since been working half days and plan to return fully in October.

I also want to extend my sincere gratitude to the City of Mounds View and especially to Building Official Nick Henly. Nick stepped in to handle inspections with time-sensitive deadlines, ensuring that residents and contractors in Spring Lake Park were not impacted by my absence. His support allowed the City to continue providing seamless service throughout September.

Construction Update:

7811 Jackson St – A large portion of the framing has been completed, and I anticipate that the other trades will begin their rough-in inspections very soon.

8188 Hwy 65 – Construction has stalled a bit. They still have some requirements to meet for the Anoka County Environmental Health Department.

7777 Hwy 65 – Construction has stalled a bit. They still have some requirements to meet for the Anoka County Environmental Health Department.

In September of 2025, I also attended the following appointments:

- City Council meeting on September 15th.

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



Memorandum

To: Mayor Nelson and Members of the City Council

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

Date: October 1, 2025

Subject: LELS Local #265 – Sergeants - Union Contract

This is to inform you that on August 14, 2025, the LELS Local #265 – Sergeants - Union employees accepted the offer outlined in Resolution 2025-36.

The Negotiation Committee is recommending that the City Council approve the 2026/2027 union contract as outlined in the Resolution.

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

CITY OF SPRING LAKE PARK

RESOLUTION NO. 2025-36

**A RESOLUTION APPROVING THE TENTATIVE AGREEMENT BETWEEN THE
CITY OF SPRING LAKE PARK AND LELS LOCAL #265, REPRESENTING THE
SERGEANT BARGAINING UNIT FOR CALENDAR YEARS 2026-2027**

WHEREAS, representatives of the City of Spring Lake Park and representatives of LELS Local #265, representing the Sergeant bargaining unit of the City have negotiated a 2 year labor agreement for the term of January 1, 2026 through December 31, 2027; and

WHEREAS, the attached document summaries the substantive agreement between the parties.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Spring Lake Park, Minnesota that the City Council approves and ratifies the tentative agreement and that the appropriate individuals designated by the City are authorized and directed to execute the original contracts.

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 6th day of October, 2025.

APPROVED BY:

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator

APPENDIX A

TENTATIVE AGREEMENT BETWEEN CITY OF SPRING LAKE PARK AND LELS LOCAL #265

1. Article #25: Two year contract for 2026 and 2027 calendar years

2. Appendix A: Implementation of following compensation table

	<u>1/1/2026</u>	<u>1/1/2027</u>
STEP 1 – START	\$ 8,070.92	\$ 8,393.76
STEP 2 – 6 months service	8,353.41	8,689.55
STEP 3 – 1 year service	8,645.77	8,991.60
STEP 4 – 2 years service	8,948.38	9,306.32
STEP 5 - 3 years service	9,261.57	9,632.03
STEP 6 – 4 years service	9,585.72	9,969.15
STEP 7 – 5 years service	9,921.23	10,318.08
LONGEVITY – After 7 years service	10,302.65	10,714.76
LONGEVITY – After 9 years service	10,684.08	11,111.44

3. Appendix A: Employees who were members of the bargaining unit on January 1, 2026, and who remain actively employed in the bargaining unit on July 1, 2027, shall receive a one-time employee retention payment of \$1,000.00. The payment will be issued in the first full payroll period following July 1, 2027, and will be subject to all applicable taxes and withholdings.

4. Appendix A: Allow employees assigned to perform Field Training Officer duties to receive one-hour compensatory time or one hour overtime per shift worked, or pro rata portion thereof.

5. Appendix B: Increase uniform allowance to \$1,050 in 2026 and \$1,100 in 2027

6. Appendix B: Increase City's maximum contribution to health insurance \$1,689.58 per month, per employee starting January 1, 2026; increase HSA contribution to \$3,700/year; split increases in premium or deductible on a 50/50 basis with the employee.

7. Appendix B: City and employees will equally share premium cost for Minnesota Paid Medical Leave law and City has the right to meet its obligations under the law through the state-administered program or through a private plan that complies with all applicable provisions of Minnesota law.
8. Appendix C Add new Appendix C to incorporate the Health Care Savings Plan Policy into the Contract.



Memorandum

To: Mayor Nelson and Members of the City Council

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

Date: October 1, 2025

Subject: LELS Local #7 – Patrol - Union Contract

This is to inform you that on July 16, 2025, the LELS Local #7 – Patrol - Union employees accepted the offer outlined in Resolution 2025-35.

The Negotiation Committee is recommending that the City Council approve the 2026/2027 union contract as outlined in the Resolution.

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

CITY OF SPRING LAKE PARK

RESOLUTION NO. 2025-35

A RESOLUTION APPROVING THE TENTATIVE AGREEMENT BETWEEN THE CITY OF SPRING LAKE PARK AND LELS LOCAL #7, REPRESENTING THE PATROL OFFICER BARGAINING UNIT FOR CALENDAR YEARS 2026-2027

WHEREAS, representatives of the City of Spring Lake Park and representatives of LELS Local #7, representing the Patrol Officer bargaining unit of the City have negotiated a 2 year labor agreement for the term of January 1, 2026 through December 31, 2027; and

WHEREAS, the attached document summaries the substantive agreement between the parties.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Spring Lake Park, Minnesota that the City Council approves and ratifies the tentative agreement and that the appropriate individuals designated by the City are authorized and directed to execute the original contracts.

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 6th day of October, 2025.

APPROVED BY:

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator

APPENDIX A

TENTATIVE AGREEMENT BETWEEN CITY OF SPRING LAKE PARK AND LELS LOCAL #7

1. Article #26: Two year contract for 2026 and 2027 calendar years

2. Appendix A: Implementation of following compensation table

CLASSIFICATION (Patrol Officer)	<u>1/1/2026</u>	<u>1/1/2027</u>
Patrol Officer – Beginning	\$6,841.05	\$7,114.69
Patrol Officer – 6 months service	7,080.48	7,363.70
Patrol Officer – 1 year service	7,328.30	7,621.43
Patrol Officer – 2 years service	7,584.79	7,888.18
Patrol Officer - 3 years service	7,850.25	8,164.26
Patrol Officer – 4 years service	8,125.02	8,450.02
Patrol Officer – 5 years service	8,472.99	8,811.91
Patrol Officer – 7 years service (Longevity)	8,831.08	9,184.33
Patrol Officer – 9 years service (Longevity)	9,189.17	9,556.74
CLASSIFICATION (Investigator)	<u>1/1/2026</u>	<u>1/1/2027</u>
Patrol Officer – Beginning	\$7,114.68	\$7,399.27
Patrol Officer – 6 months service	7,363.70	7,658.25
Patrol Officer – 1 year service	7,621.42	7,926.28
Patrol Officer – 2 years service	7,888.17	8,203.70
Patrol Officer - 3 years service	8,164.26	8,490.83
Patrol Officer – 4 years service	8,450.01	8,788.01
Patrol Officer – 5 years service	8,745.77	9,095.60
Patrol Officer – 7 years service (Longevity)	9,151.25	9,517.30
Patrol Officer – 9 years service (Longevity)	9,556.73	9,939.00

3. Appendix B: Uniform Allowance Increase to \$1,050 in 2026 and \$1,100 in 2027

4. Appendix B: Insurance

Increase City's maximum contribution to health insurance \$1,689.58 per month, per employee starting January 1, 2026; increase HSA contribution to \$3,700/year; split increases in premium or deductible on a 50/50 basis with the employee.

5. Appendix B: Education

Increase annual contribution for continuing education to \$1,000 per employee per year for employees who use the program exclusively for education and training purposes. If employee elects to use program funds for health club/physical fitness expenses, maximum contribution is \$500 per year per employee.

6. Appendix B: Paid Medical Leave

City and employees will equally share premium cost for Minnesota Paid Medical Leave law and City has the right to meet its obligations under the law through the state-administered program or through a private plan that complies with all applicable provisions of Minnesota law.



Memorandum

Date: October 6th, 2025

To: Mayor and City Council

Re: Terrace Park Camera System

Mayor and City Council Members,

As a reminder, all City-owned facilities—including our parks, pump houses, and City Hall—are equipped with surveillance camera systems. These systems are accessible for monitoring from both City Hall and police squad vehicles.

Over the past few years, we have experienced ongoing and significant connectivity issues with the camera system at Terrace Park, our largest park and home to the water treatment plant. Given the importance of this location, maintaining a reliable and modern surveillance system is critical.

In recent years, we have proactively upgraded several of our camera systems:

- Able Park (during its renovation)
- City Hall (as part of its renovation)
- Arthur Street Pumphouse (in 2024)

During the 2024 upgrade at the Arthur Street pumphouse, JSB Cameras informed us that the remaining systems across our facilities were approximately seven years old and approaching or exceeding their end-of-life. At that time, I obtained quotes for replacing the remaining systems, including Terrace Park. I have since received updated estimates, which remain consistent with the 2024 pricing.

To address the ongoing issues and ensure continued security at Terrace Park, I recommend replacing the current outdated system with 13 new state-of-the-art Internet Protocol (IP) cameras.

These cameras will be integrated into our existing software platform, which is already in use at Able Park, City Hall, and the pumphouse.

The new system will be supported by a 32-channel DVR, allowing for future expansion—particularly beneficial if the City proceeds with constructing a new park building. The new cameras can be seamlessly integrated into the system at that time.

I am requesting Council approval to proceed with the purchase and installation of the new camera system at Terrace Park at a total cost of \$13,263.00. A detailed quote is attached for your review.

If you have any questions I can take those now.

Thank you,

Chief Josh Antoine



11571 Cedar Pass
Minnetonka, MN 55305

	9/30/2025
Estimate #	6123

Name / Address
TERRACE PARK 7800 TERRACE ROAD NE SPRING LAKE PARK, MN 55432

Project

Item	Description	Qty	Rate	Total
AVY-NSV16P16	(NDAA) H.265 16CH 4K NVR 16CH POE BUILT-IN, 1, ONVIF, 1 HDMI, NDAA COMPLIANT	1	1,650.00	1,650.00T
AVC-NPB51M50	5 MEGAPIXEL OUTDOOR IR BULLET NETWORK CAMERA WITH LONG RANGE 5-50MM LENS	1	880.00	880.00T
AVY-NPV51M	5MP (2592X1944), H.265 VANDAL DOME IP CAMERA, INFINITESTAR, TRUE WDR, AI, 5MP@30FPS, TRIPLE STREAM, 2.7-13.5MM MOTORIZED A/F LENS, 147FT SMART IR'S, AUDIOIN/OUT, ALARM IN/OUT, MICROSD, ONVIF S/G, DC12V / POE, IP67, WHITE, NDAA COMPLIANT	12	349.00	4,188.00T
MATERIALS	CONNECTORS, CABLE SUPPORT HARDWARE, MOUNTING HARDWARE	1	820.00	820.00T
CAT 6 CABLE	CATEGORY 6 PLENUM CABLE	1	800.00	800.00T

Subtotal	
Sales Tax (0.0%)	
Total	

Phone #	Fax #
952-545-0115	866-681-8195

Web Site
www.jsbsurveillance.com



11571 Cedar Pass
Minnetonka, MN 55305

	9/30/2025
Estimate #	6123

Name / Address
TERRACE PARK 7800 TERRACE ROAD NE SPRING LAKE PARK, MN 55432

Project

Item	Description	Qty	Rate	Total
INSTALLATION	<p>PROVIDE ALL NECESSARY LABOR FOR THE REMOVAL OF EXISTING CAMERA SYSTEM AND INSTALLATION OF NEW AVYCON NVR AND CAMERAS INCLUDES LABOR TO INSTALL, TERMINATE, TEST AND LABEL ALL CABLING AND COMPONENTS.</p> <p>(13) Camera Locations -</p> <p>Notes on Quote: Any work done outside of above Scope of Work will be billed as a Change Order Does NOT include Lift Rental Does NOT include Conduit or Raceway</p>	1	4,925.00	4,925.00

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City of Spring Lake Park
Engineer's Project Status Report

To: Council Members and Staff
From: Phil Gravel

Re: **Status Report for 10.06.25 Meeting**
File No.: R:\client\municipal\spring_lake_park_ci_mn (18GEN)

Note: Updated information is shown in *italics*.

2025 MS4 Permit and SWPPP Update (193801776 Task 450). Pond, structural BMP, and outfall inspections are due annually. Program analysis and annual training is due by December. Annual meetings are usually held in June but can be held anytime. Annual Reports to the MPCA are generally due in June. Part 1 of new Permit Application was submitted on April 17, 2025. MPCA Audit of MS4 Permit compliance was held on August 12th. Information was given to the MPCA on September 4th. *A formal Notice letter of violation letter was received from the MPCA on September 18th. A City response is due by December 18th.*

2025 Street 79th Avenue and Taylor Street NE Mill and Overlay Project (193807275). The project includes 79th Avenue (Able St. to TH-65) and Taylor Street NE (79th Ave. to Osborne Rd.). Contractor is North Valley, Inc. *Project is complete (except for seeding and punch-list).*

Future Water Tower Painting Project (19380xxxx). The CIP includes rehabilitation of the coatings on the Able and Arthur water towers in 2027 and 2028. The Administrator submitted a PPL application for possible State of MN DWRF financing. *Next step is to submit an IUP application.*

1-Year Warranty Televising for 2023-2024 Sanitary Sewer Lining Project (193805871). *A sewer lateral cleaning and grouting project will be necessary in 2026 or 2027.*

2025 Seal Coat and Crack Repair Project (193807361). Included streets north of Osborne Rd, east of Monroe St., and west of TH-65 as well as Univ. Service Dr. and Terrace Rd north of 81st Ave. Contractor was Allied Blacktop. *Project is complete. Final payment can be processed.*

Storm Sewer Televising Project. *The Public Works Director has obtained storm sewer televising and inspection quotes to have information to use for evaluating future lining projects. Quote can be awarded.*

Terrace Park Improvements Project (193807324). The Parks and Recreation Director obtained quotes for court resurfacing. *Construction has been completed.*

2026 Anoka County Highway 10 Paving Project: Anoka County is planning to repave Co. Rd. 10 between Able St. NE and Pleasant View Dr. in 2026. The construction will require closing Co. Rd. 10.

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