



CITY COUNCIL REGULAR AGENDA
MONDAY, AUGUST 17, 2020
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 - August 3, 2020 City Council Meeting
 - [B.](#) Approval of Minutes from August 10, 2020 Work Session
 - [C.](#) Approval of Minutes from August 3, 2020 Work Session
 - [D.](#) Disbursements - General Operations #20-13 \$454,433.30
 - [E.](#) Contractor's Licenses
 - [F.](#) Pay Request #1 - 2020 Seal Coat Project
 - [G.](#) Approval of Second Half Assessment for the Suburban Rate Authority
- 7. DEPARTMENT REPORTS**
 - A. Public Works Report
 - [B.](#) Police Report
 - C. Parks and Recreation Report
- 8. ORDINANCES AND/OR RESOLUTIONS**
 - [A.](#) Resolution 20-26, Granting Site Plan Approval for Outdoor Patio for Key's Cafe, 8299 University Avenue NE
- 9. NEW BUSINESS**
 - [A.](#) Award 2020 Sewer Lining Bid
 - [B.](#) Accept Letter of Retirement from Police Officer Randy Brown
 - [C.](#) Authorization for Conditional Job Offer
- 10. REPORTS**
 - A. Attorney's Report
 - [B.](#) Engineer's Report
 - C. Administrator's Report
- 11. OTHER**
 - [A.](#) Correspondence
- 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 City Clerk at 1301 81st Avenue NE, Spring Lake Park, MN 55432. Ph.763-784-6491 at least 48 hours in advance.

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 August 03, 2020 at the City Hall, at 7:00 PM.

1. CALL TO ORDER

2. ROLL CALL

PRESENT

Mayor Robert Nelson

Councilmember Ken Wendling

Councilmember Brad Delfs

Councilmember Barbara Goodboe-Bisschoff

Councilmember Lisa Dircks

STAFF PRESENT

Police Chief Ebeltoft, Code Enforcement Officer Baker, Attorney Thames and Administrator Buchholtz

VISITORS

Aga and Fred Deters, 916 Raleigh Lane NE

Becky Wegscheid, MN Realtors

3. PLEDGE OF ALLEGIANCE

4. ADDITIONS OR CORRECTIONS TO AGENDA

Administrator Buchholtz requested that Item 8E, Approve Proposal from Stantec for Rental Housing Rental, be removed from the agenda and reported that the item will be discussed at a future City Council meeting.

5. DISCUSSION FROM THE FLOOR

Fred Deters, 916 Raleigh Lane NE, reported that he has concerns with improper burning that is being done in his neighborhood. He reported that an individual is burning items other than wood. He reported that the hours of the burning occur at all times and he has called and reported it the Police Department. He stated that a new homeowner owns the property.

Code Enforcement Baker stated that he would follow up with Mr. Deters and advised Mr. Deters to continue to call 911 when the burning is occurring.

Becky Wegscheid, addressed the Council with her concerns, as well as other local realtors, regarding the interim ordinance on rental homes. She wanted to express the concerns with land use and property owners' rights for when a property is a rental unit. She wanted to introduce her organization to open a communication link to rental property owners.

6. CONSENT AGENDA

- A. Approval of Minutes - July 20, 2020 City Council Meeting
- B. Contractor's Licenses
- C. Sign Permit
- D. Right of Way Application - CenterPoint Energy

Motion made by Councilmember Wendling to approve the Consent Agenda.

Voting Yea: Mayor Nelson, Councilmember Wendling, Councilmember Delfs, Councilmember Goodboe-Bisschoff, Councilmember Dircks. Motion carried.

7. DEPARTMENT REPORTS

- A. Public Works Report

The Public Works report will be provided at the August 17, 2020 City Council meeting.

- B. Code Enforcement Report

Code Enforcement Director Baker reviewed the staff report for the month of July.

8. NEW BUSINESS

- A. Authorization to Issue Request for Proposals for Classification and Compensation Study

Administrator Buchholtz reviewed the staff memo and provided the Request for Proposal (RFP) for a Classification and Compensation Study.

Councilmember Dircks inquired if a committee will review and evaluate the RFP's that are received. Administrator Buchholtz stated that the RFP's will be reviewed by staff and interviews with the successful bidders will be arranged. He stated that staff and Councilmembers will conduct the interviews.

Motion made by Councilmember Dircks to Authorize Request for Proposals for Classification and Compensation Study.

Voting Yea: Mayor Nelson, Councilmember Wendling, Councilmember Delfs, Councilmember Goodboe-Bisschoff, Councilmember Dircks. Motion carried.

- B. Approval of Guidelines for CRF Business Grants

Administrator Buchholtz reviewed the staff memo. He provided a proposed outline of a business relief grant program to be funded by Coronavirus Relief Fund dollars. He reported that if the City Council is supportive of such a program, staff would recommend approval of

the grant program guidelines and authorize staff to proceed with the development of an application program and to work with an outside agency to review the application.

Mayor Nelson inquired if a business or organization that is a 501(c)-19 is eligible. Administrator Buchholtz stated that the organization would be and an example would be the VFW. He stated that the VFW would be eligible since the facility is a bar and restaurant.

Mayor Nelson inquired on the process for business to apply or what the application process will be. Administrator Buchholtz stated that the City will reach out to the local establishments and post the application process on Facebook. He stated that he hopes that the funds can stay within the City and will benefit the businesses that were hit the hardest with the pandemic.

Mayor Nelson inquired if funds could be used for City improvements since there has had to be modifications made to accommodate social distancing for Council meetings. Administrator Buchholtz stated that improvements are a possibility as well payroll costs for time spent working on the pandemic.

Motion made by Mayor Nelson to Approve Guidelines for CRF Business Grants.

Voting Yea: Mayor Nelson, Councilmember Wendling, Councilmember Delfs, Councilmember Goodboe-Bisschoff, Councilmember Dircks. Motion carried.

C. Approval of Third Amendment to the Purchase Agreement for 525 Osborne Road NE

Attorney Thames reviewed the staff memo with the Councilmembers and explained the amendments.

Mayor Nelson inquired if Attorney Thames approved the proposed changes. Attorney Thames stated he was comfortable with the changes and it mostly an extension of time for the closing of the property. He stated that approvals are taking longer and he feels that November 30, 2020, is a reasonable date for the approvals to be made. He also noted that the deadline for the execution of the Development Agreement will be extended until October 7, 2020.

Motion made by Councilmember Wendling to Approve Third Amendment to the Purchase Agreement for 525 Osborne Road NE.

Voting Yea: Mayor Nelson, Councilmember Wendling, Councilmember Delfs, Councilmember Goodboe-Bisschoff, Councilmember Dircks. Motion carried.

D. Approval of Site Development Agreement - Landco Investments of Spring Lake Park, LLC

Attorney Thames presented the Development Agreement between the City and Landco Investments of Spring Lake Park, LLC. for the development at 525 Osborne Road NE. He explained several paragraphs within the agreement to the Council. He stated that Administrator Buchholtz and Code Enforcement Director Baker were able to assist with adjustments on the Public Safety and Utility Easement requirements.

Mayor Nelson inquired if the adjacent townhome association agreed with the looping of their water main into the new development. Administrator Buchholtz reported that the townhome association agrees as is Osborne Apartments and that portion of the project would be a city project with no cost to them.

Motion made by Councilmember Delfs to Approve Site Development Agreement for Landco Investments of Spring Lake Park, LLC.

Voting Yea: Mayor Nelson, Councilmember Wendling, Councilmember Delfs, Councilmember Goodboe-Bisschoff, Councilmember Dircks. Motion carried.

9. REPORTS

A. Engineer's Report

Engineer Gravel provided his monthly report.

B. Attorney Report

Attorney Thames has no new items to report.

C. Administrator Report

Administrator Buchholtz reported that staff has been busy preparing the Primary Election. He thanked Executive Assistant Gooden and Special Projects/Recycling Coordinator Brown for the work on preparing for the election. He reported that it is unknown what voter turn out will be on August 11, 2020. He reported a record number of Absentee ballots that have already been sent by Anoka County. He encouraged residents to apply to be an Election Judge for the November 3, 2020 election.

Administrator Buchholtz reported that 2021 General Fund Budget books have been distributed to the Councilmembers. He requested that a work session be held on August 10, 2020 at 5:30 PM for discussion on the proposed budget. He thanked Accountant Barker and the Department Heads for their work on the budget.

10. OTHER

A. Correspondence

Mayor Nelson reported that the Beyond the Yellow Ribbon will be selling concessions at the next Music in the Park on August 12, 2020 at Lakeside Park.

11. ADJOURN

Robert Nelson, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council Worksession was held on August 10, 2020 at the Spring Lake Park City Hall, 1301 81st Ave NE, at 5:30 PM

1. CALL TO ORDER

City Council Present: Councilmembers Wendling, Delfs, Goodboe Bisschoff, Dircks, and Mayor Nelson
Staff Present: Police Chief Ebeltoft, Public Works Director Randall, Building Inspector Baker, Recreation Director Okey, Accountant Barker, and Administrator Buchholtz
Visitors Present: None

A. 2021 General Fund Budget Presentation/Discussion

Administrator Buchholtz presented the proposed 2021 General Fund budget. The proposed 2021 budget is balanced, with both revenues and expenditures proposed at \$4,582,318, an increase of 1.32% over the 2020 budget. The proposed property tax levy for General Fund spending and debt service is \$3,581,980, an increase of 0.81% over the 2020 property tax levy.

Administrator Buchholtz noted the uncertainty with the State's finances due to the COVID-19 pandemic. He suggested the City Council consider increasing the levy to allow for room to maneuver in the instance that the City should face a cut in Local Government Aid (LGA) for 2021. After much discussion, the City Council decided to increase the levy by 2.2%, generating an additional \$49,438, and to utilize General Fund fund balance to cover any remaining deficits resulting from a potential LGA cut.

CONSENSUS OF THE CITY COUNCIL is to recommend approval of the proposed 2021 budget, as amended, for City Council action at its September 7, 2020 meeting.

B. McKinley Street Lots Discussion (Goodboe-Bisschoff)

- Councilmember Goodboe-Bisschoff inquired about selling the three remaining City-owned lots on McKinley Street. After discussion, the City Council asked Administrator Buchholtz to research the potential value of the lots and present the information to the City Council for potential action at a future work session.

C. Discussion of 527 82nd Ave NE (Goodboe-Bisschoff)

- Administrator Buchholtz stated that a realtor had contacted him about the potential of combining 515 and 527 82nd Avenue NE and the subdividing the larger parcel into 4 single family lots. He stated that the lots would be slightly below the standard lot size in the R-1 zoning district in relation to lot width (73.5 feet versus 75 feet) and lot size (9,580 square feet versus 10,000 square feet). He noted that the proposed lot split would remove a substandard home and a fire damaged home in favor of four new single family dwellings. After much discussion, the **CONSENSUS OF THE CITY COUNCIL** was to authorize Administrator Buchholtz to inform the realtor to proceed with a PUD application and plat.

D. Administrator Reports

Administrator Buchholtz informed the City Council of an opportunity to refund the 2014A GO Improvement Bond, saving taxpayers approximately \$50,000 in interest. **CONSENSUS OF THE COUNCIL** was to proceed.

Administrator Buchholtz reported that the City's bond counsel, Andy Pratt, accepted a job outside of municipal finance. He recommended appointing Jenny Boulton, Kennedy and Graven, to represent the City in the upcoming bond refunding. The City Council raised no objection.

Administrator Buchholtz provided an update on the upcoming reopening of Key's Cafe and Bakery and Biff's Sports Bar.

4. ADJOURN

The meeting was adjourned at 7:15pm.

Robert Nelson, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the special work session meeting of the Spring Lake Park City Council was held on August 03, 2020 at the Spring Lake Park City Hall, at 5:30 PM

1. CALL TO ORDER

Councilmembers Present: Councilmembers Wendling, Delfs, Goodboe-Bisschoff, Dircks, Mayor Nelson
Staff Present: Administrator Buchholtz, Planner Carlson, Building Inspector Baker, Police Chief Ebeltoft
Visitors Present: None

2. DISCUSSION ITEMS

- A. Discussion of Proposal for a Study to Determine the Impact of Rental Housing in Single Family Zoning Districts

Administrator Buchholtz presented the proposed rental housing study as drafted by City Planner Carlson. He asked the City Council to provide staff with clarity on what it wished to accomplish through the study. Areas of discussion included landlord screening, increased property standards and evaluating the City's licensing program. City Planner Carlson stated that he would take the City Council's input and revise the rental housing study proposal.

No further action was taken on this item.

3. REPORTS

- A. Administrator Reports

Due to lack of time, no Administrator Reports were given.

The work session was adjourned at 6:40pm.

Robert Nelson, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

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

Date: July 2020
Page: 1
Claim Res.#20-13

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
68582	AMERITAS	PAYROLL	42.70
68583	CENTRAL PENSION FUND	PAYROLL	1,040.04
68584	DEARBORN LIFE INSURANCE CO	PAYROLL	344.88
68585	DELTA DENTAL	PAYROLL	1,459.86
68586	HEALTH PARTNERS	PAYROLL	14,437.42
68587	L.E.L.S	PAYROLL	310.00
68588	LOCAL 49	PAYROLL	105.00
68589	NCPERS GROUP LIFE INS	PAYROLL	56.00
68590	AMERICAN MESSAGING	SIX MONTH PAYMENT	27.36
68591	ANOKA COUNTY PROPERTY RECORDS	PAYMENT FOR CO. ADMINSTRATION	1,753.18
68592	ANTHONY KEENAN	OVERPAYMENT REFUND	25.71
68593	ASPEN MILLS	UNIFORM ALLOWANCE - KOCK	67.65
68594	AT & T MOBILITY	CELL PHONE	885.53
68595	BATTERIES PLUS BULBS	BATTERIES	75.05
68596	BIO-TEC EMERGENCY SERVICES	AUTO REPAIR	150.00
68597	BUREAU OF CRM APPREHENSION	DATA SERVICE	390.00
68598	CARSON, CLELLAND & SCHREDER	MOTNHLY FEES	10,021.30
68599	CENTERPOINT ENERGY	MOTNHLY SERVICE	168.09
68600	CENTRAL RENTAL CO	BOBCAT RENTAL	237.29
68601	CINTAS	MATS	100.23
68602	CITY OF ROSEVILLE	DATA SERVICE	194.00
68603	CONNEXUS ENERGY	MONTHLY SERVICE	9.72
68604	COON RAPIDS CHRYSLER	AUTO REPAIR	3,646.41
68605	DIAMOND VOGEL PAINTS	PAINT	1,659.50
68606	EMERGENCY AUTOMOTIVE TECH	AUOT REPAIR	360.00
68607	ERIC POOLE	REFUND - OVERPAYMENT OF BILL	9.21
68608	GOPHER ONE-CALL INC	MONTHLY SERVICE	122.85
68609	HAWKINS WATER TREATMENT	WATER CHEMICALS	2,758.56
68610	HEARTLAND TIRE INC	AUTO REPAIR	475.40
6812	INNOVATIVE OFFICE SOLUTIONS	OFFICE SUPPLIES	255.61
68613	LESLIE MACKENZIE	INSTRUCTOR	50.00
68614	MANSFIELD OIL COMPANY	FUEL	845.58
68615	MCFOA	MEMBERSHIP - BUCHHOLTZ	45.00
68616	METROPOLITAN COUNCIL	SAC DEFER PROG & WASTE WATER	51,514.69
68617	MIKE LONG	REIMBURSEMENT FOR SUPPLIES	45.55
68618	MN PUBLIC FACILITIES AUTHORITY	G.O. BOND PAYMENT	238,235.21
68619	CITY OF MOUNDSVIEW	JOINT POWERS AGRREMENT PAYMT	373.75
68620	M-R SIGN CO INC	SIGNS	328.75
68622	MUNICIPAY LLC	CHIP READER	340.00
68623	ON SITE SANITATION INC	RESTROOMS	56.58
68624	PLUNKETT'S INC	PEST CONTROL	90.00
68625	SHORT ELLIOTT HENDRICKSON	ARTHUR STREET WTP REHAB	610.44
68626	SLP FIRE DEPARTMENT	FIRE PORTECTION	19,225.00

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

Date: July 2020
 Page: 2
 Claim Res.#20-13

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
68627	SMITH SCHAFER & ASSOCIATES	2019 AUDIT	8,275.00
68628	STEVEN GLANZ	REUND - OVERPAMY OF BILL	39.20
68629	STREICHER'S	UNIFORM ALLOWANCE - KRAMER	34.98
68630	WASTE MANAGEMENT	MONTHLY PAYMENT	7,783.49
68631	AMERITAS	PAYROLL	42.70
68632	CENTRAL PENSION FUND	PAYROLL	1,040.04
68633	DEARBORN LIFE INSURANCE CO	PAYROLL	344.88
68634	DELTA DENTAL	PAYROLL	1,459.86
68635	HEALTH PARTNERS	PAYROLL	14,437.42
68636	L.E.L.S.	PAYROLL	310.00
68637	LOCAL 49	PAYROLL	105.00
68638	NCPERS GROUP LIFE INS	PAYROLL	56.00
68639	CENTERPOINT ENERGY	MONTHLY SERVICES	185.93
68640	CENTRALSQUARE	MONTHLY FEE	0.08
68641	COMCAST	MONTHLY SERVICES	105.92
68642	CONNEXUS ENERGY	MONTHLY SERVICES	297.72
68643	DEARBORN LIFE INSURANCE CO	COBRA PAYMENT	8.50
68644	DELTA DENTAL	COBRA PAYMENT	161.54
68645	JENNY GOODEN	REIMBURSMENT - MILEAGE	37.95
68646	HEALTH PARTNERS	COBRA PAYMENT	915.60
68647	JOEY D'S TREE SERVICE	CUT DOWN TREE	800.00
68648	KATH FUEL OIL SERVICE	GREASE	169.25
68649	MANSFIELD OIL COMPANY	FUEL	947.52
68650	MCPHILLIPS BROS. ROOFING CO	REFUND - PERMIT	1,201.49
68651	MENARDS	CREDIT CARD PAYMENT	28.77
68652	METRO SALES	OFFICE SUPPLIES	295.00
68653	MICHAUD, NICOLE	REFUND	75.00
68654	SANDY ROX	REFUND	150.00
68655	SHORT ELLIOTT HENDRICKSON	ARTHUR STREET WTP REHAB	7,488.59
68656	STREICHER'S	UNIFORM ALLOWANCE - BROWN	44.98
68657	TOPWASH.COM	CAR WASH - SQUADS	66.00
68658	WELLS FARGO CREDI CARD	CREDIT CARD PAYMENT	321.82
68659	XCEL ENERGY	MONTHLY SERVICES	3,112.28
68660	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	78.49
68661	RANDY BROWN	REIMBURSEMENT	991.00
68662	CENTRALSQUARE	MONTHLY FEE	36.16
68663	CINTAS	MATS	100.23
68664	COON RAPIDS CHRYSLER	AUTO REPAIR	55.00
68665	CORE & MAIN LP	WATER SUPPLIES	2,350.00
68666	COTTENS INC	AUTO REPAIR	217.96
68667	DAN FERSTENOU	MUSIC EMERTAINMENT	300.00
68668	DERMCO-LAVINE CONSTRUCTION	PARK REPAIR MATERIALS	8,900.00
68669	ECM PUBLISHERS INC	NOTICE - CANDIDATE FILING	32.25

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

Date: July 2020
 Page: 3
 Claim Res.#20-13

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
68670	GREEN LIGHTS RECYCLING INC	JULY RECYCLIGN EVENT	6,493.00
68671	HAWKINS WATER TREATMENT	WATER CHEMICALS	2,003.55
68672	HEARTLAND TIRE INC	AUTO REPAIR	298.00
68673	INSTRUMENTAL RESEARCH INC	MONTHLY WATER TEST	63.00
68674	JSB SURVELLIANCE	PARK CAMERA REPAIR	190.00
68675	LANG YANG	REFUND - OVERPAYMENT OF BILL	123.93
68676	MICHAEL LEDMAN	INSTRUCTOR	351.00
68677	MANSFIELD OIL COMPANY	FUEL	511.96
68678	MINNESOTA SAFETY COUNCIL	DRIVING CLASS	324.00
68679	MN DEPT OF LABOR & INDUSTRY	QUARTERLY SURCHARGE	289.15
68680	MTI DISTRIBUTING INC	TIRES	156.55
68681	OFFICE OF MN IT SERVICES	FIBER OPTIC BILLING	43.20
68682	ON SITE SANITATION INC	RESTROOMS	198.00
68683	RITTER & RITTER SEWER SERVICE	SOTORM SEWER REPAIR	7,081.00
68684	SHRED-IT USA	MONTHLY SHREDDING	100.37
68685	SUZANNE BICKFORD	REFUND - OVERPAYMENT OF BILL	185.36
68686	TIMBERLINE LAWN CARE INC	STORM WATER PROJECT	850.00
68687	ULINE	COVID-19 PURCHASE	562.44
68688	USS MINNESOTA ONE MT LLC	MONTHLY UTILITY	17,776.08
68689	WALTERS RECYCLING REFUSE SERV	TRASH & ORGANICS SERVICE	480.01
		TOTAL DISBURSEMENTS	454,433.30

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

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

Contractor's Licenses

August 17, 2020

Mechanical Contractor

Condor Fireplace

Northern's One Hour, Inc.

Plumbing Contractor

Northern's One Hour, Inc.

Sign Contractor

R & K Autotive Service, Inc.



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

August 6, 2020

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

Re: 2020 Seal Coat Project
Project No. 193804979
Contractor's Request for Payment No. 1

Dear Dan:

Attached for city approval is Contractor's Request for Payment No. 1 for the 2020 Seal Coat Project. The prime Contractor on this project is Allied Blacktop Company.

This request covers crack repair and seal coat work. A future payment request will be processed to cover pavement markings.

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 in the amount of \$101,118.95.**

Please execute the payment request documents. Keep one copy for your records, forward a copy to Allied Blacktop, and return one copy to me.

Feel free to contact me if you have any questions.

Regards,
STANTEC

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

Phil Gravel
City Engineer

Enclosures

cc: Terry Randall, Public Works Director



Owner: City of Spring Lake Park, 1301 81st Ave. NE, Spring Lake Park, MN 55432	Date: August 4, 2020
For Period: 7/1/2020 to 8/4/2020	Request No: 1
Contractor: Allied Blacktop Company, 10503 89th Ave. N., Maple Grove, MN 50369	

CONTRACTOR'S REQUEST FOR PAYMENT
 2020 SEAL COAT PROJECT
 STANTEC PROJECT NO. 193804979

SUMMARY

1	Original Contract Amount		\$	126,465.00
2	Change Order - Addition	\$	0.00	
3	Change Order - Deduction	\$	0.00	
4	Revised Contract Amount		\$	126,465.00
5	Value Completed to Date		\$	106,441.00
6	Material on Hand		\$	0.00
7	Amount Earned		\$	106,441.00
8	Less Retainage 5%		\$	5,322.05
9	Subtotal		\$	101,118.95
10	Less Amount Paid Previously		\$	0.00
11	Liquidated damages -		\$	0.00
12	AMOUNT DUE THIS REQUEST FOR PAYMENT NO. <u>1</u>		\$	<u>101,118.95</u>

Recommended for Approval by:

STANTEC

Phil Gravel

Approved by Contractor:
APPLIED BLACKTOP COMPANY

Per Allied Invoice 5382 dated 7/28/20

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 - 2020 STREETS							
1	MOBILIZATION AND TRAFFIC CONTROL	LS	1	10000.00	1	1	\$10,000.00
2	ROUTE AND SEAL CRACK REPAIR	LBS	6500	1.74	1000	1000	\$1,740.00
3	CLEAN AND SEAL CRACK REPAIR	LBS	6500	1.74	8660	8660	\$15,068.40
4	SEAL COAT AGGREGATE, FA-2 (MOD)	TN	790	1.00	603	603	\$603.00
5	BITUMINOUS MATERIAL FOR SEAL COAT, CRS-2	GAL	20500	3.90	20264	20264	\$79,029.60
6	4" DOUBLE SOLID LINE, YELLOW PAINT	LF	83100	0.12			\$0.00
7	4" SOLID LINE, WHITE PAINT	LF	25500	0.07			\$0.00
8	4" SOLID LINE, YELLOW PAINT (PARKING LOT)	LF	200	0.50			\$0.00
9	12" STOP LINE, WHITE PAINT	LF	340	2.70			\$0.00
10	LT., RT., or THRU ARROW PVMT. MARKING, WHITE PAINT	EA	2	75.00			\$0.00
11	"ONLY" PAVEMENT MARKING, WHITE PAINT	EA	2	90.00			\$0.00
TOTAL BASE BID - 2020 STREETS:							<u>\$106,441.00</u>

TOTAL BASE BID - 2020 STREETS:

\$106,441.00

WORK COMPLETED TO DATE:

\$106,441.00

PROJECT PAYMENT STATUS

OWNER CITY OF SPRING LAKE PARK
STANTEC PROJECT NO. 193804979
CONTRACTOR APPLIED BLACKTOP COMPANY

CHANGE ORDERS

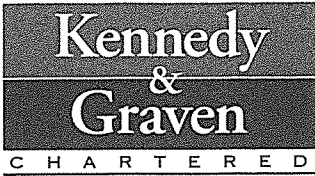
No.	Date	Description	Amount
Total Change Orders			

PAYMENT SUMMARY

No.	From	To	Payment	Retainage	Completed
1	07/01/2020	08/04/2020	101,118.95	5,322.05	106,441.00

Material on Hand

Total Payment to Date		\$101,118.95	Original Contract	\$126,465.00
Retainage Pay No.	1	5,322.05	Change Orders	
Total Amount Earned		\$106,441.00	Revised Contract	\$126,465.00



Offices in
Minneapolis
Saint Paul
St. Cloud

470 U.S. Bank Plaza
200 South Sixth Street
Minneapolis, MN 55402
(612) 337-9300 telephone
(612) 337-9310 fax
www.kennedy-graven.com
Affirmative Action, Equal Opportunity Employer

JAMES M. STROMMEN
Attorney at Law
Direct Dial: (612) 337-9233
Email: jstrommen@kennedy-graven.com

August 12, 2020

Mr. Daniel Buchholtz
City Administrator
City of Spring Lake Park
1301 81st Avenue NE
Spring Lake Park, MN 55432-2116

Re: 2020 Second Half Suburban Rate Authority Assessment

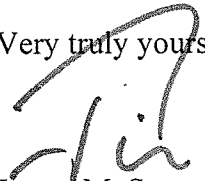
Dear Mr. *Buchholtz*:

Enclosed please find the second half assessment for 2020 membership in the SRA.

The extended presence of COVID has significantly affected all matters important to cities and their residents. That includes rates and service from electric, gas and telecommunications companies. The SRA has been involved and will be involved in protecting the rights of SRA members and their constituents in upcoming cases to be filed by Xcel Energy and CenterPoint Energy (November). The SRA will further address issues arising out of telecommunications services, including the increasing presence of wireless providers and transmission sites.

Thank you again for the City's important contribution to protecting municipal interest and the interests of residents and businesses within SRA cities on utility matters. If you have any questions about the issues the SRA is or should be currently addressing, please contact me.

Very truly yours,


James M. Strommen
General Counsel

Enclosure

cc: SRA Delegate

SUBURBAN RATE AUTHORITY

470 U.S. Bank Plaza
200 South Sixth Street
Minneapolis, MN 55402
(612) 337-9233

INVOICE**TO:**

Mr. Daniel Buchholtz
City Administrator
City of Spring Lake Park
1301 81st Avenue NE
Spring Lake Park, MN 55432-2116

DATE: 08/12/2020

<u>DESCRIPTION</u>	<u>NUMBER OF VOTES</u>	<u>AMOUNT</u>
2020 Membership Assessment: (\$461.00 per vote)	2	\$922
Assessment Paid:		\$461
<u>Second Half Assessment Due and Payable:</u>		<u>\$461</u>

Please Send Payment To:

Mr. Greg Sticha
Treasurer
Suburban Rate Authority
Chanhassen City Hall
P.O. Box 147
Chanhassen, MN 55317-0147

101-41110-4330



Police Report

July 2020

Submitted for Council Meeting August 17, 2020

The Spring Lake Park Police Department responded to six hundred and twenty-seven calls for service for the month of July 2020. This is compared to responding to seven hundred and thirty-eight calls for service for the month of July 2019.

Investigator Bennek reports handling a case load of nine cases for the month of July 2020. Eight of these cases are felony in nature and one of these cases are misdemeanor in nature. Investigator Bennek also continues to monitor five forfeiture cases along with his monthly case load and is attempting to bring all cases to a conclusion as soon as possible. Investigator Bennek has also been working with the Anoka County Attorney's Office and the Judicial System attending court appearances regarding the two standoff situations that we had occur in city, to monitor and advise the current status of the case. Investigator Bennek has also been monitoring for compliance per state laws "Predatory Offenders" in our community to make sure that they maintain their compliance with Minnesota Statutes. For further details see Investigator Bennek's attached report.

The Spring Lake Park Police Department Administrative Office Staff continue to remain steadfast in their duties, typing and imaging reports, filing, answering and dispensing phone calls for service and information, along with other duties that may be assigned on a daily basis. The police department administrative staff also continue on a daily basis to address the concerns of COVID-19 by providing daily sanitary cleaning within our department.

The month of July has been a busy month for me as well, besides handling the day to day operations of the police department, I continue to attend meetings (Virtually) on a daily basis, representing the City of Spring Lake Park and the Police Department.

This will conclude my report for the month of June 2020.

Are there any questions?



Investigator
Tony Bennek

Spring Lake Park Police Department Investigations Monthly Report

July 2020

Total Case Load

Case Load by Level of Offense: 9

Felony	8
Gross Misdemeanor	0
Misdemeanor	1

Case Dispositions:

County Attorney	6
Juvenile County Attorney	0
City Attorney	2
Forward to Other Agency	0
SLP Liaison	0
Carried Over	0
Unfounded	0
Exceptionally Cleared	1
Closed/Inactive	0

Forfeitures:

Active Forfeitures	5
Forfeitures Closed	0



Memorandum

To: Mayor Nelson and Members of the City Council

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

Date: August 11, 2020

Subject: Site Plan Review – Key’s Cafe

Key’s Café has plans to reopen their restaurant in the beginning of September. As part of their reopening plan, they are requesting the establishment of a permanent patio to be located on the sidewalk on the south side of the building at 8299 University Avenue.

Since this patio improvement is proposed to be permanent, it cannot be approved pursuant to Resolution 20-21, A Resolution Authorizing the Granting Regulatory Flexibility to Local Businesses.

Key’s Café is proposing utilizing the western portion of the sidewalk for an outdoor patio. The patio will be covered with a sun sail, providing shade to the patrons. Key’s is proposing the elimination of 5 parking spaces abutting the proposed patio, which is meant to improve the diner’s experience.

Staff has reviewed the proposed request and has no objections to the project. There is sufficient parking in the Key’s Café/Monte’s parking lot to permit the parking space elimination. Key’s Café will need to submit a building permit application and obtain a certificate of occupancy prior to utilizing the outdoor space.

Staff recommends approving the site plan for the Key’s Café patio.

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

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RESOLUTION NO. 20-26

A RESOLUTION CONDITIONALLY GRANTING SITE PLAN APPROVAL FOR CONSTRUCTION OF OUTDOOR PATIO AT 8299 UNIVERSITY AVENUE NE

WHEREAS, Key’s Café and Bakery is seeking to add an outdoor patio at 8299 University Avenue NE; and

WHEREAS, the site is currently zoned C-2, Neighborhood and Service Center Commercial, and the use is consistent with the 2040 Comprehensive Plan and the City’s zoning ordinance; and

WHEREAS, City staff has reviewed the site plan application against the site plan review criteria outlined in §153.060 of the Spring Lake Park Code of Ordinance and has recommended approval, subject to conditions; and

WHEREAS, at its August 17, 2020 meeting, the City Council duly considered the proposed site plan in accordance with §153.060 of the Spring Lake Park Code of Ordinance and City staff’s recommendation.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF SPRING LAKE PARK, MINNESOTA, that the City Council does hereby grant site plan approval to Spring Lake Park Schools for an outdoor patio on the sidewalk on the south side of the building at 8299 University Avenue NE, subject to the following conditions:

1. Applicant shall obtain all necessary building permits prior to construction and occupancy of the proposed improvements.

The foregoing Resolution was moved for adoption by Councilmember .

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

And the following voted against the same: .

Whereon the Mayor declared said Resolution duly passed and adopted the 17th day of August, 2020.

APPROVED BY:

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator



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

For Office Use Only	
Case Number:	
Fee Paid:	
Received by:	
Date Filed:	
Date Complete:	
Base Fee:	Escrow:

DEVELOPMENT APPLICATION

TYPE OF APPLICATION (Check All That Apply)		
<input type="checkbox"/> Appeal <input type="checkbox"/> Comprehensive Plan Amendment <input type="checkbox"/> Ordinance Amendment (Text) <input type="checkbox"/> Rezoning <input type="checkbox"/> Planned Unit Development	<input checked="" type="checkbox"/> Site Plan/Building Plan Review <input type="checkbox"/> Conceptual Plan Review <input type="checkbox"/> Conditional Use Permit <input type="checkbox"/> Variance <input type="checkbox"/> Street or Easement Vacation	<input type="checkbox"/> Minor Subdivision <input type="checkbox"/> Lot Combination <input type="checkbox"/> Preliminary Plat <input type="checkbox"/> Final Plat <input type="checkbox"/> Other _____
PROPERTY INFORMATION		
Street Address: <u>8299 University Ave.</u>		
Property Identification Number (PIN#): <u>023024240088</u>		Current Zoning: Choose Current:
Legal Description (Attach if necessary):		
APPLICANT INFORMATION		
Name: <u>Noelle Costello</u>		Business Name: <u>Carse Inc./Keys Cafe</u>
Address: <u>10625 Grant St.</u>		
City: <u>Chicago city</u>	State: <u>MN</u>	Zip Code: <u>55013</u>
Telephone: <u>651-329-0885</u>	Fax: 763-784-6491	E-mail: <u>noelle@keyscafe.com</u>
Contact: <u>Noelle Costello</u>		Title: <u>General Mgr</u>
OWNER INFORMATION (if different from applicant)		
Name: <u>Brian Carlson</u>		Business Name: <u>Carse Inc/keys cafe</u>
Address: <u>1960 W. Broadway</u>		
City: <u>Forest Lake</u>	State: <u>MN</u>	Zip Code: <u>55025</u>
Telephone: <u>651-353-7311</u>	Fax: <u>-</u>	E-mail: <u>Briceline@Aol.com</u>
Contact: <u>Brian Carlson</u>		Title: <u>Owner</u>
DESCRIPTION OF REQUEST (attach additional information if needed)		
Existing Use of Property: <u>South sidewalk attached to building</u>		
Nature of Proposed Use: <u>South Patio</u>		
Reason(s) to Approve Request: <u>To allow more seating for our customers while we have to follow 6ft distancing inside & outside.</u>		
PREVIOUS APPLICATIONS PERTAINING TO THE SUBJECT SITE		
Project Name:		Date of Application:
Nature of Request:		
NOTE: Applications only accepted with ALL required support documents. See City Code		

APPLICATION FEES AND EXPENSES:

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

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

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

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

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

E-mail noelle@keyscape.com Fax _____ USPS – Certified Mail

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

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

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

Applicant: Noelle Costello Date: 8-10-2020
Owner: Dawn Carbon Date: 8-10-2020

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

AA

amazon.com



Back

MORE COLORS



185

OSM

MATERIAL



95%

UV PROTECTION



85-90%

SHADING RATE



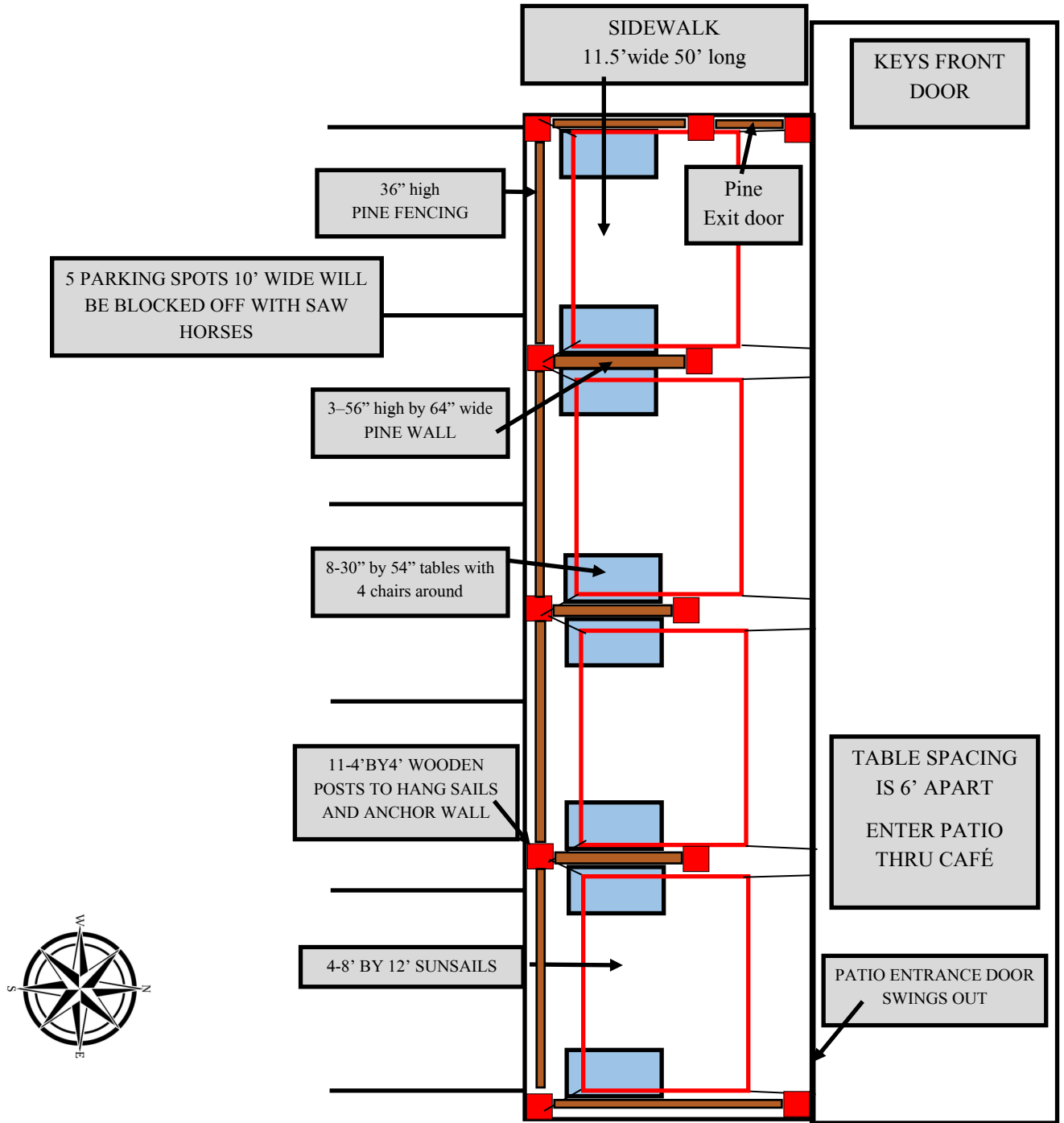
PERMEABLE

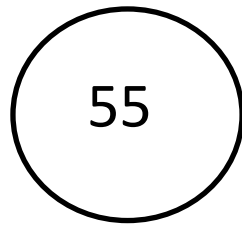
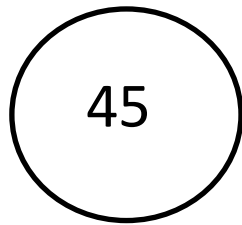
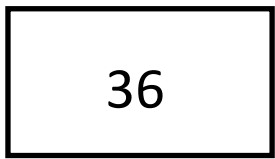
RECTANGLE

8' x 12'



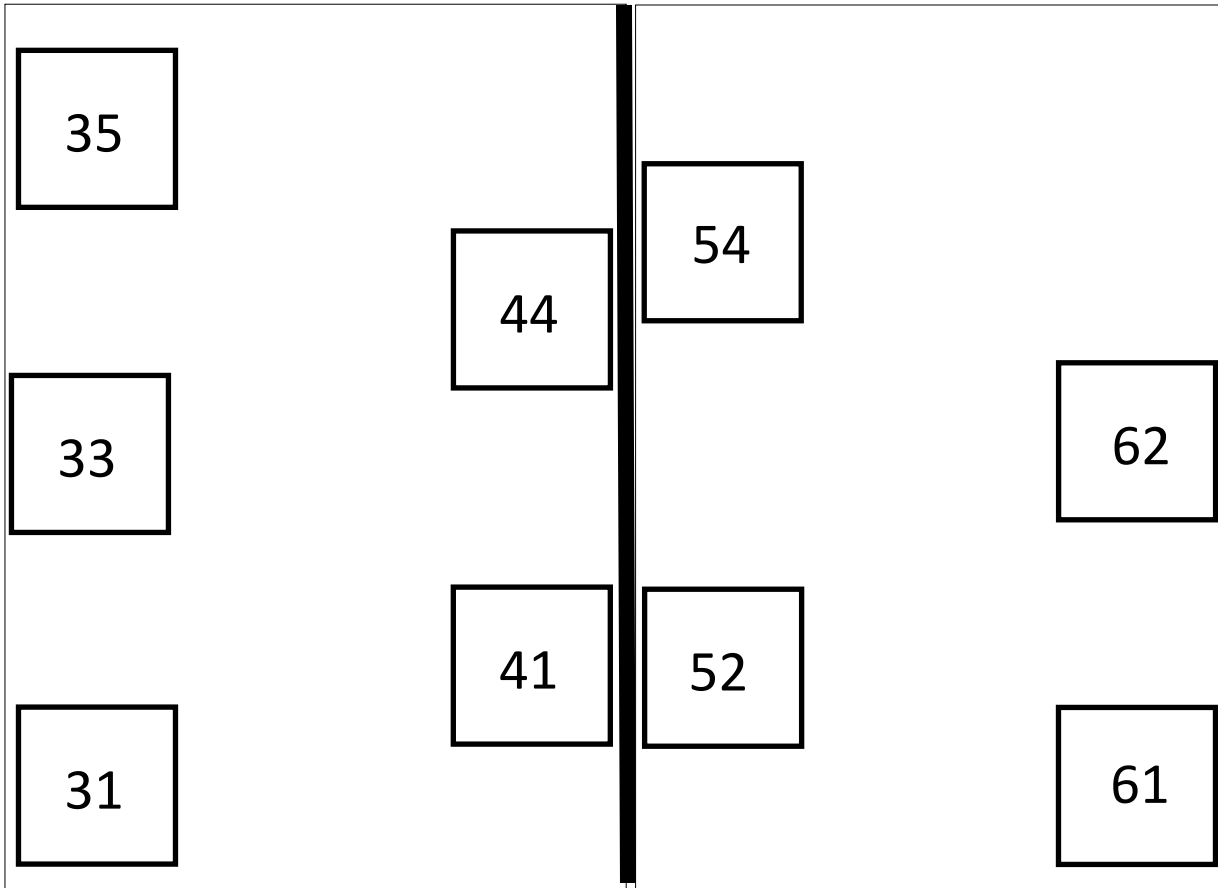
KEY'S SPRING LAKE PARK PATIO





FRONT DOOR
AND
BAKERY

TAKE-OUT
PICK UP



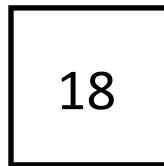
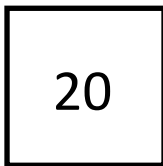
EXIT DOOR

BENCH

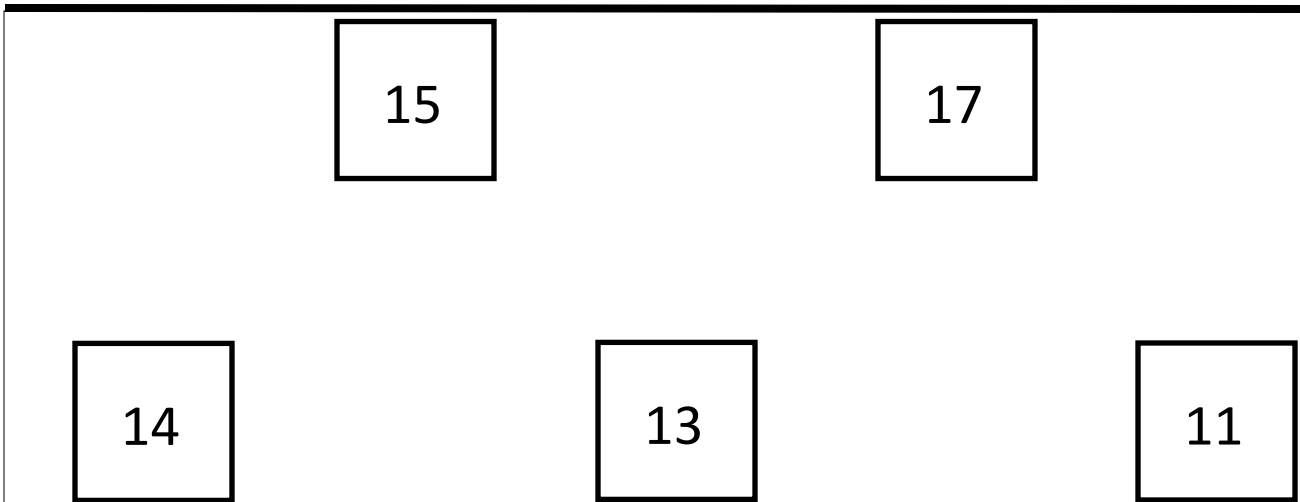
BATHROOMS

BENCH

PATIO
DOOR



KITCHEN







August 11, 2020

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

Re: SLP 2020 Sanitary Sewer Lining Project (Stantec Project No. 193804980)
Bid Results

Dear Dan:

Bids were opened for the Project stated above on August 11, 2020. 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.

Seven bids were received. The following summarizes the results of the Bids received:

	<u>Contractor</u>	<u>Total Base Bid</u>	<u>Alternate No. 1</u>	<u>Base + Alternate</u>
Low	Visu-Sewer, Inc.	\$267,449.50	\$88,015.00	\$355,464.50
#2	Hydro-Klean, LLC	\$279,965.20	\$176,450.00	\$456,415.20
#3	Insituform Technologies USA, LLC	\$320,122.60	\$77,927.30	\$398,049.90
#4	Michels Pipe Services	\$355,654.00	\$98,160.00	\$453,814.00
#5	SAK Construction, LLC	\$363,153.75	\$111,500.00	\$474,653.75
#6	Granite Inliner, LLC	\$388,494.00	\$64,001.00	\$452,495.00
#7	Veit & Company, Inc.	\$399,070.00	\$71,730.00	\$470,800.00

The low Bidder on the Project was Visu-Sewer, Inc. with a Total Base Bid amount of \$267,449.50, and Alternate Bid amount of \$88,015.00, and a Total base and Alternate amount of \$355,464.50. These Bids have been reviewed and found to be in order.

The Base Bid is for sanitary sewer lining. The Alternate Bid is for lining 590-feet of 36-inch diameter storm sewer on Monroe Street south of 81st Avenue. Staff recommends awarding the Alternate Bid along with the Base Bid.

If the City Council wishes to award the Project to include the Base Bid and the Alternate Bid, then **Visu-Sewer, Inc.** should be awarded the Project on the **Total Base Bid and Alternate Bid Amount of \$355,464.50**. If the City Council chooses not to include the Alternate Bid, then award should be made to Visu-Sewer, Inc for the Base Bid amount of \$267,449.50.

Should you have any questions, please feel free to contact me at 612-712-2053.

Sincerely,
STANTEC CONSULTING SERVICES, INC.

Phil Gravel, City Engineer



Project Name: **2020 Sanitary Sewer Lining Project**

I hereby certify that this is an exact reproduction of bids received.

City Project No.:

Project No.: 19380-4980

Bid Opening: Tuesday, August 11, 2020 at 9:30 A.M., CDT

Owner: **City of Spring Lake Park, MN**

Phil Gravel, P.E.

License No. 19864

Bidder No. 4

Bidder No. 3

Bidder No. 2

Bidder No. 1

Michels Pipe Services; a division of Michels Corporation

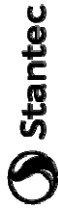
Insituform Technologies USA, LLC

Hydro-Klean, LLC

Visu-Sewer, Inc.

BID TABULATION

Item Num	Item	Units	Qty	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
BASE BID:											
1	MOBILIZATION	LS	1	\$500.00	\$500.00	\$4,388.00	\$4,388.00	\$3,095.20	\$3,095.20	\$20,500.00	\$20,500.00
2	TRAFFIC CONTROL	LS	1	\$2,500.00	\$2,500.00	\$3,000.00	\$3,000.00	\$2,503.40	\$2,503.40	\$10,000.00	\$10,000.00
3	SEWER REHABILITATION, 8 or 9-INCH CIPP	LF	9919	\$20.50	\$203,339.50	\$206,315.20	\$206,315.20	\$24.80	\$245,991.20	\$26.00	\$257,894.00
4	HYDROPHILIC END SEAL	EA	56	\$150.00	\$8,400.00	\$154.50	\$8,652.00	\$110.10	\$6,165.60	\$110.00	\$6,160.00
5	CLEAN AND INSPECT SERVICE LATERAL CONNECTION	EA	10	\$540.00	\$5,400.00	\$200.00	\$2,000.00	\$647.50	\$6,475.00	\$300.00	\$3,000.00
6	GROUT SERVICE LATERAL CONNECTION	EA	166	\$285.00	\$47,310.00	\$335.00	\$55,610.00	\$336.70	\$55,892.20	\$350.00	\$58,100.00
TOTAL BASE BID:					\$267,449.50		\$279,965.20		\$320,122.60		\$355,654.00
ALTERNATE NO. 1 - MONROE ST. 36-INCH DIAMETER RCP STORM SEWER											
7	MOBILIZATION FOR ALTERNATE 1	LS	1	\$650.00	\$650.00	\$5,000.00	\$5,000.00	\$518.00	\$518.00	\$4,000.00	\$4,000.00
8	TRAFFIC CONTROL FOR ALTERNATE 1	LS	1	\$2,500.00	\$2,500.00	\$1,200.00	\$1,200.00	\$518.00	\$518.00	\$800.00	\$800.00
9	STREET REMOVAL AND REPAIR FOR ALTERNATE 1	LS	1	\$12,000.00	\$12,000.00	\$8,000.00	\$8,000.00	\$8,805.30	\$8,805.30	\$2,500.00	\$2,500.00
10	SEWER REHABILITATION, 36-INCH CIPP	EA	590	\$123.50	\$72,865.00	\$275.00	\$162,250.00	\$115.40	\$68,086.00	\$154.00	\$90,860.00
TOTAL ALTERNATE NO. 1 - MONROE ST. 36-INCH DIAMETER RCP STORM SEWER:					\$88,015.00		\$176,450.00		\$77,927.30		\$98,160.00
TOTAL BASE BID:					\$267,449.50		\$279,965.20		\$320,122.60		\$355,654.00
TOTAL ALTERNATE NO. 1 - MONROE ST. 36-INCH DIAMETER RCP STORM SEWER:					\$88,015.00		\$176,450.00		\$77,927.30		\$98,160.00
TOTAL BASE BID PLUS ALTERNATE NO. 1:					\$355,464.50		\$456,415.20		\$398,049.90		\$453,814.00
Contractor Name and Address:											
Visu-Sewer, Inc.											
W230 N4855 Belker Drive											
Pewaukee, WI 53072											
Phone: (262) 695-2340											
Email: visu-info@visu-sewer.com											
Signed By: John E. Nelson, Jr.											
Title: Vice President Service Operations											
Bid Security: Bid Bond											
Addenda Acknowledged: 1,2											
Contractor Name and Address:											
Hydro-Klean, LLC											
17988 Edison Avenue											
Chesterfield, MO 63005											
(636) 530-8000											
jlause@aegion.com											
Jana Lause											
Contracting & Attesting Officer											
Bid Bond											
1,2											
Contractor Name and Address:											
Insituform Technologies USA, LLC											
817 Main Street											
Brownsville, WI 53006											
(920) 924-4300											
gzubrod@michels.us											
Geneffe Zubrod											
Business Operations Mgr.											
Bid Bond											
1,2											
Contractor Name and Address:											
Michels Pipe Services; a division of Michels Corporation											



Bidder No. 7

Bidder No. 6

Bidder No. 5

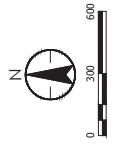
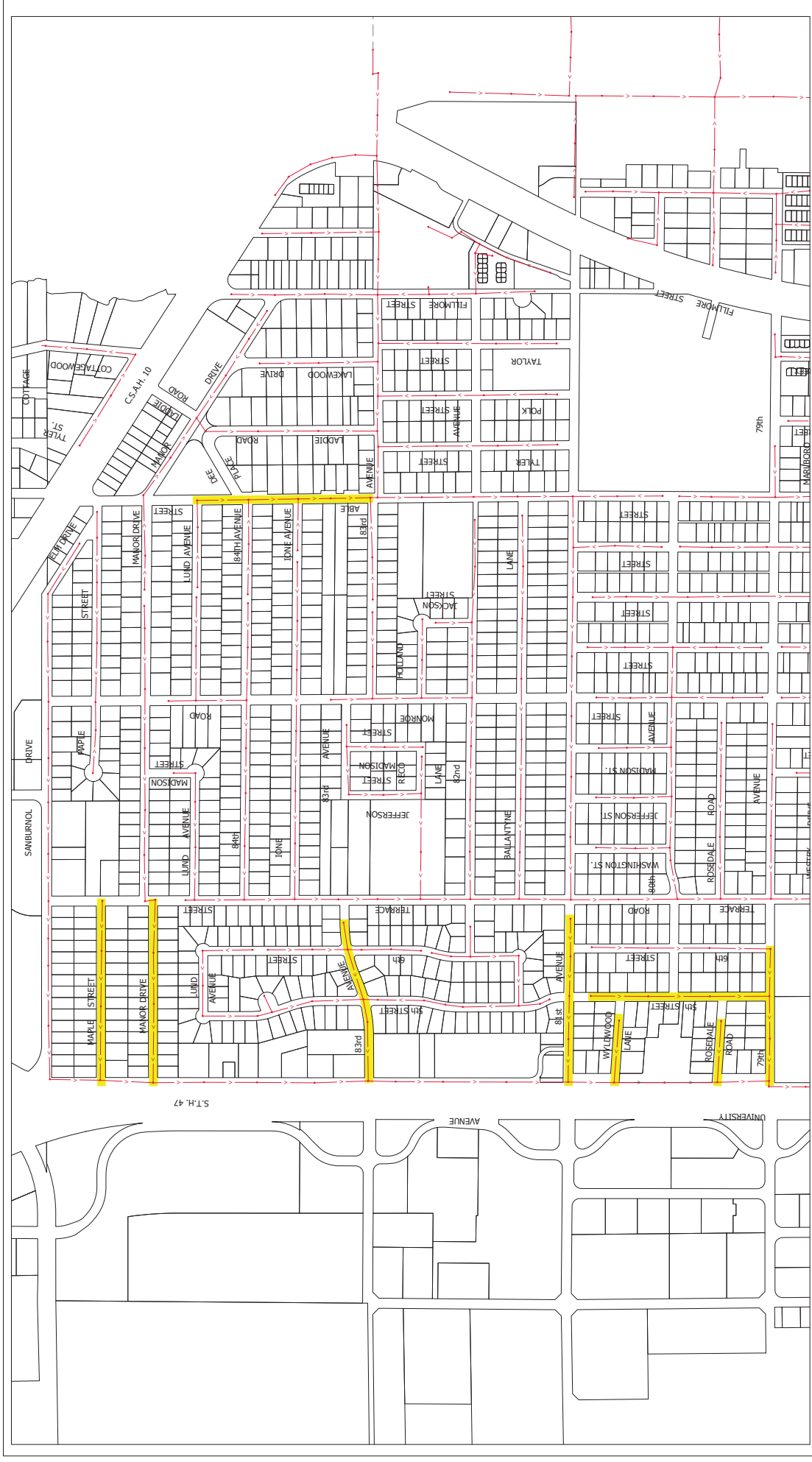
Veit & Company, Inc.

Granite Inliner, LLC

SAK Construction, LLC

BID TABULATION

Item Num	Item	Units	Qty	Unit Price	Total	Unit Price	Total	Unit Price	Total
BASE BID:									
1	MOBILIZATION	LS	1	\$24,000.00	\$24,000.00	\$12,600.00	\$12,600.00	\$20,000.00	\$20,000.00
2	TRAFFIC CONTROL	LS	1	\$7,400.00	\$7,400.00	\$4,000.00	\$4,000.00	\$4,250.00	\$4,250.00
3	SEWER REHABILITATION, 8 or 9-INCH CIPP	LF	9919	\$26.25	\$260,373.75	\$26.00	\$257,894.00	\$30.00	\$297,570.00
4	HYDROPHILIC END SEAL	EA	56	\$135.00	\$7,560.00	\$150.00	\$8,400.00	\$155.00	\$8,680.00
5	CLEAN AND INSPECT SERVICE LATERAL CONNECTION	EA	10	\$655.00	\$6,550.00	\$600.00	\$6,000.00	\$715.00	\$7,150.00
6	GROUT SERVICE LATERAL CONNECTION	EA	166	\$345.00	\$57,270.00	\$600.00	\$99,600.00	\$370.00	\$61,420.00
TOTAL BASE BID:					\$363,153.75		\$388,494.00		\$399,070.00
ALTERNATE NO. 1 - MONROE ST. 36-INCH DIAMETER RCP STORM SEWER									
7	MOBILIZATION FOR ALTERNATE 1	LS	1	\$1,000.00	\$1,000.00	\$3,000.00	\$3,000.00	\$3,500.00	\$3,500.00
8	TRAFFIC CONTROL FOR ALTERNATE 1	LS	1	\$1,000.00	\$1,000.00	\$2,000.00	\$2,000.00	\$1,000.00	\$1,000.00
9	STREET REMOVAL AND REPAIR FOR ALTERNATE 1	LS	1	\$21,000.00	\$21,000.00	\$1.00	\$1.00	\$1,150.00	\$1,150.00
10	SEWER REHABILITATION, 36-INCH CIPP	EA	590	\$150.00	\$88,500.00	\$100.00	\$59,000.00	\$112.00	\$66,080.00
TOTAL ALTERNATE NO. 1 - MONROE ST. 36-INCH DIAMETER RCP STORM SEWER:					\$111,500.00		\$64,001.00		\$71,730.00
TOTAL BASE BID:					\$363,153.75		\$388,494.00		\$399,070.00
TOTAL ALTERNATE NO. 1 - MONROE ST. 36-INCH DIAMETER RCP STORM SEWER:					\$111,500.00		\$64,001.00		\$71,730.00
TOTAL BASE BID PLUS ALTERNATE NO. 1:					\$474,653.75		\$452,495.00		\$470,800.00
Contractor Name and Address: SAK Construction, LLC									
Contractor Name and Address: Granite Inliner, LLC									
Contractor Name and Address: Veit & Company									
864 Hoff Road O'Fallon, MO 63366 Phone: (636) 385-1000 Email: bidcipp@sakcon.com Signed By: Jerome P. Shaw, Jr. Title: President Bid Security: Bid Bond Addenda Acknowledged: 1,2									
16028 Forest Blvd., N. Rogers, MN 55374 (651) 347-4850 daniel.banken@gcinc.com Daniel J. Banken Area Manager Bid Bond 1,2									
14000 Veit Place Rogers, MN 55374 (763) 428-6729 bjohnson@veitusa.com Peter J. Williams General Counsel & Secretary Bid Bond 1,2									



Proposed Improvements

Date	06/06/2020
Job No.	193804980
Figure 1	

City of Spring Lake Park

2020 Sewer Lining Project

733 Marquette Ave. Suite 1000
Minneapolis, Mn 55402



August 11, 2020

Randy Brown

Chief Doug Ebeltoft

1301 81st Ave NE

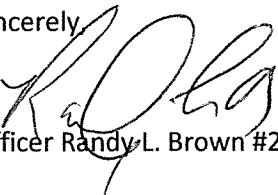
Spring Lake Park, MN 55432

Chief Doug Ebeltoft,

Please accept this letter as my notice of resignation. After over 30 years of Public Safety Service including my time as a Police Reserve Officer with the City of Elk River, Dispatching as a 911 dispatcher for Beltrami County, City Police Officer for the residents of Kelliher, MN, a Court Security and Transport Deputy for Anoka County along with the last 27 years of service to the City of Spring Lake Park as a Patrol Officer, School Resource Officer and Field Training Officer. I have made the decision to retire so I can spend time with my family and friends. I want to take this time to thank the City of Spring Lake Park for allowing me to pursue my dream of being a Police Officer.

My last day of Service will be October 1st 2020.

Sincerely



Officer Randy L. Brown #205



Memorandum

Date: August 17, 2020

To: Mayor and City Council

From: Director Douglas M. Ebeltoft

Re: Authorization to make conditional job offer for upcoming vacant Police Officer position.

Mayor and City Council Members,

The Spring Lake Park Police Department developed our "Reserve Program" in 2006 to assist our officers with duties/events in our community and surrounding communities. This program was designed not only to have community volunteers participate but also to be an opportunity for future hopeful law enforcement candidates to obtain needed experience before venturing into the career of law enforcement.

This concept has been utilized virtually around the State of Minnesota in one manner or another. Some agencies have elected to have Explorer Programs (volunteer), Community Service Officers (paid) or Reserve Officers (volunteer). These programs have been a candidate conduit for recruitment for the agencies for hiring those individuals that have met the Minnesota Peace Officer Standard and Training Requirements.

The Spring Lake Park Police Department is no different than any other police department in the State of Minnesota, we are looking for the best candidate for our community. Programs such as ours provides a unique ability for us to observe and train individuals through the program to become potential future police officers for our community.

I am very happy and please to indicate that the Spring Lake Park Police Department is currently in a position that we have a Reserve Officer that will have completed the required training and testing process to become a Police Officer as of September 4, 2020. This Reserve Officer has been with the Spring Lake Park Police Reserve Unit since September 21, 2017 and has proven to be a viable candidate for our upcoming police officer position. This candidate has worked side by side with our entire department, including myself and has earned the respect and trust of the entire department.

I have conferred with our City Attorney John Thames and Administrator Buchholtz regarding utilizing our Reserve Officers for potential openings of police officer positions as they occur, instead of conducting a lengthy, costly and time-consuming hiring process. I have been advised that legally the City has the authority to utilize our Reserve Program as a conduit for hiring of police officers as long as they have met the requirements of the Minnesota Peace Officers Standard and Training (POST), as other cities are currently doing as well.

With the pending retirement of Officer Randy Brown on October 1, 2020. I am requesting the Mayor and City Council to provide authorization to make a conditional job offer pending passing the MN POST Board Licensing Testing, Psychological Testing, Medical and Drug Testing to Reserve Officer Brady Lohse-Johnson. The official start date would not be until after October 1, 2020.

The requested authorization is to minimize the amount of time that the police department will be short staffed and to maximize our ability to provide the citizens of our community with the police services that they are accustomed to and expect.



City of Spring Lake Park
Engineer's Project Status Report

To: Council Members and Staff
From: Phil Gravel

Re: **Status Report for 8.3.20 Meeting**
File No.: R-18GEN

Note: Updated information is shown in *italics*.

2020 MS4 Permit (193802936). MS4 deadlines: Annual Report and Public Meeting due by June 30th. (Annual Report was submitted to MPCA on June 26, 2020). Pond, structural BMP, and outfall inspections by July 31st. Annual Training and program analysis due in December. *City held Public Meeting was on July 20th*

2019 Sanitary Sewer Lining Project (193804547). This project includes lining in the area near TH65 and Osborne Rd. Warranty televising has been completed. *Need close-out information from contractor.*

Garfield Pond Improvements Project (193804750). Construction started on March 6th and is substantially complete. A follow-up punch-list inspection was completed and a revised list was sent to the contractor on July 24th. *Contractor still working on remaining punch-list items. They have supplied much of the requested paperwork. Tree contractor has been made aware of dead trees.*

Fillmore & 83rd Pond Improvements Project (193805029). This possible project expanding an existing pond and adding treatment features. CCWD partial funding is available. Preliminary drawings have been prepared. *Geotechnical borings have been completed. Next step is to meet with CCWD.*

81st Avenue Signing Plan (193804889). This project consists of road signing to prohibit trucks on 81st Avenue west of Terrace Rd. *Public education process continues. Signs seem to be having some impact.*

2020 Street Seal Coat and Crack Repair Plan (193804979). A preconstruction conference was held on July 7th. *Crack repair has been completed. Chip seal placement has been completed. Sweeping has been completed. Pavement markings will be completed in late-August.*

2020 Sewer Lining Plan (193804980). Sewer lining in western portion of city. *Bids were received on August 11th. An alternate bid for lining the 36-inch diameter storm sewer on Monroe south of 81st was included in the bids. See separate letter with bid results.*

Anoka County Osborn Road Project. Joint power agreements were approved in June. Bids were received in July. *The County Board awarded a construction contract in the amount of \$1,766,913 to Park construction company on July 28th. A Precon was held on August 11th. Construction will begin soon.*

Utilities for 525 Osborn Road Project (193805012). This project is a city project to install off-site utilities for the 525 Osborne Rd. site (water main looping and storm sewer). *Final plans have been prepared. Bids will be received on September 1st for Council consideration on September 8th.*

Hy-Vee Project: Initial inspection lists for site, 81st Avenue/Highway 65, and CSAH 35 work have been prepared and sent to Hy-Vee. Waiting to hear from Hy-Vee before scheduling follow-up inspection. Record plan drawings for the traffic signal and 81st Avenue have been submitted.

JP Brooks Housing Project (on Monroe): *Site work started on August 10th.*

Feel free to contact Harlan Olson, Phil Carlson, Jim Engfer, Peter Allen, or me if you have questions or require additional information.

CORRESPONDENCE

North Metro TV

July 2020 Update

Program Production

In July, a total of 68 **new programs** were produced utilizing the North Metro facilities, funds, and services. This constitutes **58:45:00 hours of new programming**.

- 23 programs were produced by the public
- 25 programs were produced by NMTV staff
- 20 programs were produced by City staff



Van Shoots

Due to the cancellation of all public events, the HD truck was not used during the month of July. The Sports production staff spent the month making changes in the truck to help safeguard crew once shoots resume....and some more archiving and organizing.



Workshops

Workshop	Instructor	Organization	Students
Lecture Series – LIVE-Hollywood Goes to War	Eric Houston	General Public via Youtube Live	25 Live, 33 VOD
Lecture Series – VOD Quiz Show Scandals and Other Game Shows of the 50s and 60s	Eric Houston	General Public via Youtube	22 VOD
Lecture Series – VOD-The Three Stooges: Comedy's Heavy Hitters	Eric Houston	General Public via Youtube	6 VOD
Lecture Series – VOD Come On Down! Game Shows of the 70s and 80s	Eric Houston	General Public via Youtube	29 VOD
Lecture Series – VOD Mary Pickford: The World's First Movie Star	Eric Houston	General Public via Youtube	5 VOD
Lecture Series – VOD The Marx Brothers: Groucho, Chico, Harpo, and Sometimes Zeppo	Eric Houston	General Public via Youtube	104 VOD
1 Live Workshop			25 Live Students, 199 Students w/VOD

Home Movie Transfers

Home movie transfers have become one of our most popular 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	Hours Transferred	Tapes	Film Reels	DVDs	Photos/ Slides	Fees Paid
January	192.75	69	4	13	415	\$639.00
February	286	69	86	18	1,020	\$3,595.00
March	343.25	58	107	0	3,587	\$627.00
April	0	0	0	0	341	\$0.00
May	0	0	0	0	495	\$0.00
June	333.5	107	25	0	1,258	\$1,153.00
July	387	60	139	0	0	\$1,114.00
TOTAL:	1,542.5	363	361	31	7,116	\$7,128.00

Public Usage Stats

For statistical purposes, the public access department documents total numbers of unique individuals and total hours of usage of the facility by the general public, every month. These numbers include regular users, class participants, individuals transferring videos, people who attend events, and any other public usage of the facility. The numbers do not take into account the many members of the public who work with any other NMTV department, such as news, sports, municipal, or educational.

Month	Unique Individuals	Total Usage Hours
January	131	504.75
February	155	636.5
March	59	466.75
April	0	0
May	0	0
June	93	702
July	45	660.75
TOTAL PUBLIC USAGE:		2,970.75

Production Highlights

NMTV News Highlights

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

- State and Local Chambers of Commerce Distribute Masks to Business Owners
- North Metro School Leaders React to State Re-Opening Plans
- Mail-in Ballots Taking Off Ahead of Primary and General Elections
- Lino Lakes Leaders Search for Answers After YMCA Closes
- Anoka County Leaders Work to Bring High Speed Internet Access to More People
- Managing Mosquitos With the Metropolitan Mosquito Control District
- Social Media Provides Results for Police
- 3M Open Brings High PR Value Even Without Spectators
- 3M Open Mural
- Summer Camps in a Box Happening From Home
- Anoka County Man Shares his COVID19 Story



- Food Shelves Get Financial Boost
- Anoka Ramsay Community College Plans for Fall Term
- Wolf Puppies Get Ready to Join the Pack at the Wildlife Science Center
- Video Games Available for Check-out at Johnsville Library
- Centennial Dance Team Takes Major Fundraiser On-line

In addition to daily playbacks of North Metro TV News on the cable systems, there are 694 local stories archived for viewers on the NMTV YouTube channel. The channel can be accessed through the northmetrotv.com website.

Decision 2020: Primaries

And we're off! The 2020 election season has started. Danika Peterson and Rusty Ray launched the primary season by creating web pages for the the primary candidates. Each candidate was sent an invitation to send a picture and bio for the web page. All of the candidates were also invited to participate in one-on-one interviews so voters could get to know them. Candidates for Blaine City Council Wards 1 and 3, and candidates for the Blaine Mayoral race were invited to participate. So far, the Local Decision Primary Interviews have logged over 4,430 views on the NMTV YouTube page. The interviews also played on the Blaine channel and on NMTV.



Production Truck Safety Measures

Steps are being taken to make the production truck a safer work environment, considering COVID19. Plexi-glass separators have been installed between crew spots that cannot be socially distanced. Other crew spots have been moved throughout the truck to maximize distances between operators. Extra head-sets and mic screens have been purchased to eliminate the need for sharing and cross-contamination. We are also looking into a filter for the air-conditioning and HVAC system for cleaner air filtration. Crew members will be required to wear masks and hand sanitizer will be provided.

New Lecture

Instructor, Eric Houston, presented one new lecture, live, on YouTube in July. The class is called Hollywood Goes to War. It includes information about patriotic efforts of film stars during World War II. This was the first lecture produced with a more elaborate editing presentation that better fits the YouTube format. Participants seemed to like it. Comments included, "Wonderfully done. The new format was flawless," and, "I have seen all the shows you have produced. Hollywood Goes to War is the best one yet. Very moving!"

City Productions

In July, Municipal Producer, Trevor Scholl, completed nine productions, including three new episodes of Centerstage Centerville, three projects for Blaine Public Works and Park and Rec, and an advertisement for the 2020 3M Open for Blaine. He also got final approval on a project with the Blaine Police Department. Programs completed include:

- Centerstage Centerville: Carbones
- Centerstage Centerville: Ruffridge Johnson
- Centerstage Centerville: Centerville Floral and Design
- Blaine 3M Open 2020 Commercial
- Blaine Police Department Community Message
- Parks & Rec at Home Blaine Wetlands 1
- Parks & Rec at Home Blaine Wetlands 2
- Parks & Rec at Home Blaine Wetlands 3
- Blaine Public Works Tree Removal (For City Council)

New and ongoing projects include:

- Continuing Centerville business profiles
- Car seat videos with the SBM
- Blaine community gardens update



- Summer Mayor's Minutes
- Ham Lake Cars for Neighbors

Trevor touches base with contacts on a regular basis and also encourages Cities to contact him whenever they have an idea for a new show.

Production Equipment Consulting for Cities

- **Blaine**
- No assistance required.
- **Centerville**
- No assistance required.
- **Circle Pines**
- No assistance required.
- **Ham Lake**
- 7.27.20: Went to City Hall with T.J. to setup the marks and change the locations of the board members for the PC meeting. Reviewed equipment set-up and operation.
- 7:27:20: Helped with problem 10 minutes before live meeting.
- 7.28.20: Stopped by City Hall to look into to check on document camera.
- **Lexington**
- No assistance required.
- **Lino Lakes**
- No assistance required.
- **Spring Lake Park**
- 7.21.20: Talked with Wanda about trouble with the projector. Scheduled visit.
- 7.22.20: Went to Spring Lake Park to trouble shoot. An AC adaptor had shorted out. Will purchase new adaptor.
- **All Cities**
- No assistance required.

City Channel 16 Playback Stats

City	Number of Times Long-Form Programs Played	Hours Programmed on Channel
Blaine	228	287:32:49
Centerville	51	86:25:56
Circle Pines	159	148:48:37
Ham Lake	59	51:53:58
Lexington	94	75:59:10
Lino Lakes	65	60:12:29
Spring Lake Park	89	72:52:01
Totals:	745 Program Playbacks	783:45:00 Hours of Video Programming on Channels

Programs Produced by the Public

Title	Producer	Runtime
Lovepower (6 episodes)	Rick Larson	06:00:00
The Power of Love (6 episodes)	Rick Larson	03:00:00
Rice Creek Watershed District Meeting (2 episodes)	Theresa Stasica	05:48:39
Christ Lutheran Church (4 episodes)	Chance Amundson	04:16:11
Oak Park Community Church (5 episodes)	David Turnidge	03:01:41
23 New Programs		22:06:31 New Hours

Programs Produced by NMTV Staff

Title	Producer	Runtime
Anoka County Board Meeting (7/14/20)	T.J. Tronson	01:16:29
Anoka County Board Meeting (7/28/20)	T.J. Tronson	01:27:49
NMTV News (4 episodes)	Danika Peterson/Rusty Ray	01:45:52
Local Decision 2020: Blaine City Council Ward 1 Primary	Danika Peterson/Rusty Ray	00:21:30
Local Decision 2020: Blaine Mayoral Primary	Danika Peterson/Rusty Ray	00:39:29
Local Decision 2020: Blaine City Council Ward 3 Primary	Danika Peterson/Rusty Ray	00:42:03
Blaine 3M Open 2020 Advertisement	Trevor Scholl	00:00:30
Centerstage Centerville: Carbones	Trevor Scholl	00:01:30
Centerstage Centerville: Ruffridge Johnson	Trevor Scholl	00:01:30
Centerstage Centerville: Centerville Floral	Trevor Scholl	00:01:30
Blaine PD Community Message	Trevor Scholl	00:13:44
Park & Rec at Home: Blaine Wetlands 1	Trevor Scholl	00:09:56
Park & Rec at Home: Blaine Wetlands 2	Trevor Scholl	00:09:53
Park & Rec at Home: Blaine Wetlands 3	Trevor Scholl	00:12:26
Blaine Public Works Tree Removal	Trevor Scholl	00:02:00
Private Video: Sidney Kubes College Soccer Recruiting Highlight Video	Kenton Kipp	00:12:28
19 New Programs		07:18:39 New Hours

City Meetings

Title	Producer	Runtime
Blaine City Council Meeting (7/6/20)	Blaine Staff	02:14:35
Blaine Planning Commission Meeting (7/14/20)	Blaine Staff	01:03:53
Blaine City Council Meeting (7/20/20)	Blaine Staff	01:43:10
Blaine Natural Resources Conservation Board Meeting (7/21/20)	Blaine Staff	00:46:59
Blaine Park Board Meeting	Blaine Staff	01:03:45
Centerville Park & Rec Meeting (7/1/20)	Centerville Staff	00:42:38
Centerville Planning & Zoning Meeting (7/7/20)	Centerville Staff	02:20:25
Centerville City Council Meeting (7/8/20)	Centerville Staff	01:37:16
Centerville EDA Meeting (7/15/20)	Centerville Staff	02:11:31
Centerville City Council Meeting (7/22/20)	Centerville Staff	02:12:49
Circle Pines City Council Meeting (7/14/20)	Circle Pines Staff	01:04:32
Circle Pines Utility Commission Meeting (7/15/20)	Circle Pines Staff	00:40:10
Circle Pines Planning Commission Meeting (7/20/20)	Circle Pines Staff	00:15:38
Circle Pines City Council Meeting (7/28/20)	Circle Pines Staff	01:29:22
Ham Lake City Council Meeting (7/6/20)	T.J. Tronson	01:04:32
Ham Lake Planning Commission Meeting (7/13/20)	T.J. Tronson	00:12:07
Ham Lake City Council Meeting (7/20/20)	T.J. Tronson	00:26:58
Ham Lake Planning Commission Meeting (7/27/20)	T.J. Tronson	00:22:19
Lexington City Council Meeting (7/2/20)	Lexington Staff	01:23:24
Lexington City Council Meeting (7/16/20)	Lexington Staff	00:12:48

Lino Lakes Planning & Zoning Meeting (7/8/20)	Lino Lakes Staff	01:11:38
Lino Lakes City Council Meeting (7/13/20)	Anne Serwe	00:56:59
Lino Lakes City Council Meeting (7/27/20)	Anne Serwe	01:11:16
Lino Lakes Environmental Board Meeting (7/29/20)	Lino Lakes Staff	01:13:13
Spring Lake Park City Council Meeting (7/6/20)	Spring Lake Park Staff	00:28:57
Spring Lake Park City Council Meeting (7/20/20)	Spring Lake Park Staff	01:07:41
26 New Programs		29:18:45 New Hours

If you have any questions or comments regarding this monthly report please contact
Heidi Arnson at 763.231.2801 or harnson@northmetrotv.com.

Video Production



Municipal Producer, Trevor Scholl, completed nine productions in July, including several episodes of Centerstage Centerville and internal projects with the Blaine Park and Rec and Public Works departments. In addition, final approval was given on a project with the Blaine Police Department. Programs were also produced T.J. Tronson, Rusty Ray, and Danika Peterson for the city channels. Trevor reaches out to city officials and department contacts, every month, regarding potential programming for the channels. City staff and elected officials are encouraged to contact Trevor with any ideas or requests for programming.

▪ July Completed Videos/Playing on City Cable Channels & Streaming

Title	Producer	Runtime
Blaine 3M Open 2020 Advertisement	Trevor Scholl	00:00:30
Centerstage Centerville: Carbones	Trevor Scholl	00:01:30
Centerstage Centerville: Ruffridge Johnson	Trevor Scholl	00:01:30
Centerstage Centerville: Centerville Floral and Design	Trevor Scholl	00:01:30
Blaine PD Community Message	Trevor Scholl	00:13:44
Park & Rec at Home: Blaine Wetlands 1	Trevor Scholl	00:09:56
Park & Rec at Home: Blaine Wetlands 2	Trevor Scholl	00:09:53
Park & Rec at Home: Blaine Wetlands 3	Trevor Scholl	00:12:26
Blaine Public Works Tree Removal	Trevor Scholl	00:02:00
Local Decision 2020: Blaine City Council Ward 1 Primary	Danika Peterson/Rusty Ray	00:21:30
Local Decision 2020: Blaine Mayoral Primary	Danika Peterson/Rusty Ray	00:39:29
Local Decision 2020: Blaine City Council Ward 3 Primary	Danika Peterson/Rusty Ray	00:42:03
Anoka County Board Meeting (7/14/20)	T.J. Tronson	01:16:29
Anoka County Board Meeting (7/28/20)	T.J. Tronson	01:27:49

Some projects that Trevor is working on or is scheduled to produce include:

- Continuing Centerville business profiles
- Car seat videos with the SBM

- Blaine community gardens update
- Summer Mayor's Minutes
- Ham Lake Cars for Neighbors



Equipment Consulting/Technical Support

Blaine

- No assistance required.

Centerville

- No assistance required.

Circle Pines

- No assistance required.

Ham Lake

- 7.27.20: Went to City Hall with T.J. to setup the marks and change the locations of the board members for the PC meeting. Reviewed equipment set-up and operation.
- 7.27.20: Helped with problem 10 minutes before live meeting.
- 7.28.20: Stopped by City Hall to look into to check on document camera.

Lexington

- No assistance required.

Lino Lakes

- No assistance required.

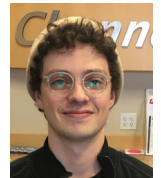
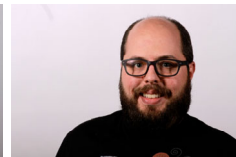
Spring Lake Park

- 7.21.20: Talked with Wanda about trouble with the projector. Scheduled visit.
- 7.22.20: Went to Spring Lake Park to trouble shoot. An AC adaptor had shorted out. Will purchase new adaptor.

All Cities

- No assistance required.

Master Control



Programming Coordinator, Michele Silvester, along with help from Eric Houston, Trevor Scholl and John Schoolmeesters, 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 entered into the Carousel video files. As each live meeting is being recorded at City Hall, it is routed to the North Metro TV head-end and then sent out over the cable system live. At the same time it is also encoded on a server for future playbacks. The following meetings were processed in July:

Title	Producer	Runtime
Blaine City Council Meeting (7/6/20)	Blaine Staff	02:14:35
Blaine Planning Commission Meeting	Blaine Staff	01:03:53

(7/14/20)		
Blaine City Council Meeting (7/20/20)	Blaine Staff	01:43:10
Blaine Natural Resources Conservation Board Meeting (7/21/20)	Blaine Staff	00:46:59
Blaine Park Board Meeting	Blaine Staff	01:03:45
Centerville Park & Rec Meeting (7/1/20)	Centerville Staff	00:42:38
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Centerville EDA Meeting (7/15/20)	Centerville Staff	02:11:31
Centerville City Council Meeting (7/22/20)	Centerville Staff	02:12:49
Circle Pines City Council Meeting (7/14/20)	Circle Pines Staff	01:04:32
Circle Pines Utility Commission Meeting (7/15/20)	Circle Pines Staff	00:40:10
Circle Pines Planning Commission Meeting (7/20/20)	Circle Pines Staff	00:15:38
Circle Pines City Council Meeting (7/28/20)	Circle Pines Staff	01:29:22
Ham Lake City Council Meeting (7/6/20)	T.J. Tronson	01:04:32
Ham Lake Planning Commission Meeting (7/13/20)	T.J. Tronson	00:12:07
Ham Lake City Council Meeting (7/20/20)	T.J. Tronson	00:26:58
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Lexington City Council Meeting (7/2/20)	Lexington Staff	01:23:24
Lexington City Council Meeting (7/16/20)	Lexington Staff	00:12:48
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Lino Lakes City Council Meeting (7/13/20)	Anne Serwe	00:56:59
Lino Lakes City Council Meeting (7/27/20)	Anne Serwe	01:11:16
Lino Lakes Environmental Board Meeting (7/29/20)	Lino Lakes Staff	01:13:13
Spring Lake Park City Council Meeting (7/6/20)	Spring Lake Park Staff	00:28:57
Spring Lake Park City Council Meeting (7/20/20)	Spring Lake Park Staff	01:07:41
26 New Programs		29:18:45 New Hours

Meetings are scheduled for replay based on schedules requested by each City. Additional longer-length video programming, produced by NMTV staff, is also scheduled on the channels. With the arrival of the Carousel units, shorter-length videos and promos are loaded onto those devices, rather than being scheduled as separate playbacks. The short videos cycle through, with graphics pages, and play on the channels whenever a scheduled program is not playing. Depending on whether a City selected the split screen or full screen Carousel option, the shorter videos are cycling 24 hours a day. The table

below outlines how many times a longer-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	228	287:32:49
Centerville	51	86:25:56
Circle Pines	159	148:48:37
Ham Lake	59	51:53:58
Lexington	94	75:59:10
Lino Lakes	65	60:12:29
Spring Lake Park	89	72:52:01
Totals:	745 Program Playbacks	783:45:00 Hours of Video Programming on Channels

The last category of programming on City channels consists of bulletin board, or graphics pages, that display information about the City or about events and issues of interest to citizens. With the installation of the Carousel units, Eric Houston has assumed responsibility for updating the information on all seven channels. He works closely with each City's representative to ensure that all requested data slides are created and posted to the satisfaction of the City. Even though Eric is doing the work of creating the data pages, the Cities will always maintain editorial control. In addition to the graphics pages, the Carousel units play video. Trevor Scholl is responsible for encoding any videos that will be displayed. The following work was done for City Carousel units in July:

Blaine

- Transcoded and uploaded 2 videos to Carousel.
- Fixed one error with Carousel functioning.

Centerville

- Transcoded and uploaded 3 videos to Carousel.

Circle Pines

- Transcoded and uploaded 0 videos to Carousel.

Ham Lake

- Transcoded and uploaded 0 videos to Carousel.
- Edited 1 graphics page on Carousel.
- Created 5 new graphics pages for Carousel.

Lexington

- Transcoded and uploaded 0 videos to Carousel.

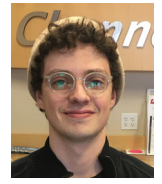
Lino Lakes

- Transcoded and uploaded 0 videos to Carousel.

Spring Lake Park

- Transcoded and uploaded 0 videos to Carousel.
- Created 2 graphics pages for Carousel.

Meetings on Demand



NMTV has created a video on demand service, with line-item bookmarking, for our Cities' meetings. In order to accomplish this, each encoded meeting has to undergo several steps. The meeting must first be transferred and transcoded from the playback server to the video on demand server. The length of time necessary for this varies based on the length of the meeting and whether it is recorded in SD or HD. Once that is done, a staff member must go through the meeting entering a bookmark at the start of each meeting line-item, and enter the corresponding line-item information. Staff utilizes marked agendas provided by City staff members for this step. If marked agendas aren't provided by City staff we go to the City website to find unmarked agendas and place the meeting on VOD without bookmarks. Once that is done and saved the bookmarked meeting is then linked to the NMTV website's city meeting page for video on demand. The following number of meetings were bookmarked and/or placed on VOD for the Cities in July:

- **Blaine**
 - 5 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**
 - 4 meetings bookmarked and placed on VOD.
- **Lexington**
 - 2 meetings placed on VOD.
- **Lino Lakes**
 - 4 meetings bookmarked and placed on VOD.
- **Spring Lake Park**
 - 2 meetings bookmarked and placed on VOD.

Administrative



The issues dealt with in July included moving forward with the Franchise Fee and PEG Fee Review settlement discussions and processing and analyzing the second quarter franchise and PEG fee payments from Comcast and Centurylink.

- **Franchise and PEG Fee Review**
 - Legal Counsel discussed LFA counter proposal with Comcast.
 - Comcast requested that the offer be put in writing.
 - Comcast suggested language changes and provided a counter offer.
 - Conference call scheduled with participating LFAs to discuss counter offer.
- **2nd Quarter Franchise Fee and PEG Fee Processing**
 - Received 2nd quarter franchise and PEG fee reports and payments from Comcast and CenturyLink.
 - Contacted CenturyLink regarding PEG fee number for City of Lexington.
 - Entered data into spread sheets for PEG fees received, franchise fees received, and gross revenues.

- Comcast franchise fees, were down \$4,793 over the previous quarter. PEG fees were down \$3,011 over the previous quarter.
- While subscriber numbers have dropped, it is not precipitous.
- While less than first quarter income, second quarter income increases optimism for the 2021 income estimates.
- CenturyLink numbers continue to decline in anticipation of ending service by the end of the year.

Miscellaneous

- Provide contact information to Centerville Public Works for cable repair.
- Talk to Steve King of Centerville regarding zoom meeting audio issues.
- Talk with Dale Stoesz regarding CARES grants.
- Talk with several cities regarding website streaming problems. Work out security issues with website provider and Tightrope. Get security upgrade. All browsers now working with website streaming.
- Talk with Mike Bradley regarding draft franchise document.
- Read industry articles.

U.S. Municipal Bond Market

“This is Not a Game,” Leader McConnell Said; Relief Talks Have Stopped, Not Stalled

Relief Talks Have Not Stalled, They’ve Stopped

Lawmakers have not returned to the negotiating table this week. The U.S. House left Washington on Friday, July 31 and the Senate’s scheduled session ended Friday, August 7. It seems the chances for a fifth COVID-19 agreement coming together this week have faded as relief talks have not just stalled, but stopped. The U.S. capitol is being described as “empty” and there is “no stimulus bill in the works.”² In fact, the White House feels they have the upper hand politically as a result of President Trump’s executive actions issued over the weekend.² Politico correspondent Ben White wrote this morning:

In fact, we are told it could be weeks before any serious talks resume barring any significant events like Wall Street sell-offs or a run of truly dismal economic data.

There have been some sound bites exchanged in the press in recent hours but nothing that should make observers believe talks are close to resuming. Both legislative chambers are scheduled to return to Washington Tuesday, September 8, the day after the Labor Day holiday.

Executive Actions Gave White House the Upper Hand

President Donald Trump did step in over the weekend and tried to do what Congress has not been able to accomplish since returning from their Fourth of July break on July 20. The President took executive action on Saturday signing one executive order and issued three executive memoranda.^{4,5} A key issue, however, is that these executive actions do not have the influence of congressional policy. Frustration is building as lawmakers struggle to find common ground. “This is Not a Game,” Senate Majority Leader McConnell said about the status and press coverage of the recent relief talks.⁶

What Does This Mean for State and Local Governments?

It means there is no federal relief coming anytime soon. It means they do not even have the ability to repurpose the \$139 billion allocated to them in the CARES Act. It may also mean that states will need to come up with the \$100/week of unemployment benefits proposed by the White House. Some state and local governments have already factored in federal relief to their budget plans. Others have been scaling back on their spending in different ways, including laying off workers. About 1 million state and local workers have been laid off since the beginning of the pandemic. This number could grow without federal aid as state and local governments are forced to match spending with new levels of incoming revenues.

What Does No Relief Mean for State and Local Government Credit and Ratings?

Stalled or no relief is going to have a different impact across different sectors. Some sectors, such as airports, which are more heavily impacted are likely to continue to be more severely influenced. S&P last week placed all airport sectors rating on “CreditWatch Negative” due to severe passenger declines and weakening credit metrics. The rating agency also wrote, “The ongoing COVID-19 pandemic and global recession [will] continue to severely depress enplaned passenger levels at U.S.

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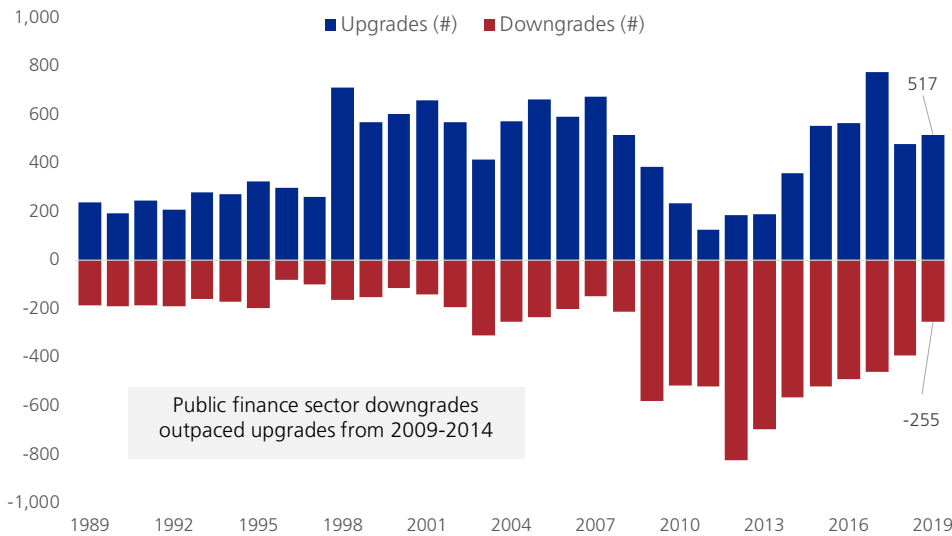
It seems the chances for a fifth COVID-19 agreement coming together this week have faded as relief talks have not just stalled, but stopped. The U.S. capitol is being described as “empty” and there is “no stimulus bill in the works.”

airports, which we expect will erode key credit metrics relative to historical levels for an extended period,” in their report “This Time Is Different: An Anemic And Uncertain Passenger Recovery Will challenge U.S. Airports’ Credit Quality.”

Stalled or no relief is going to have a different impact across different sectors. Some sectors, such as airports, which are more heavily impacted are likely to continue to be more severely influenced.

So far in 2020, public finance rating agency actions have not been significant...not yet anyway, which boils down to a few reasons. Factors that most impact state and local government and other public finance entities credit quality typically do so on a lagged basis, and policy changes as a result of those factors also take time to implement. Additionally, disclosure from many municipal entities only occurs on a less than regular basis, and some data are now only reported on a semi-annual or annual basis. We can see how the general rating trends occurred in the wake of the last downturn by observing how Moody’s public finance rating upgrades and downgrades evolved after the Great Recession.

Annual Public Finance Rating Revisions by Moody's



We can see how the general rating trends occurred in the wake of the last downturn by observing how Moody’s public finance rating upgrades and downgrades evolved after the Great Recession.

Source: Moody's and HilltopSecurities.

The first year Moody’s public finance downgrades outpaced upgrades was 2009, but downgrades did not peak until several years after the recession in 2012. In all, downgrades outpaced upgrades for a total of six years. While this time may be slightly different, this gives us an idea of the potential for a lagged impact on municipal credit quality.

¹ Sherman, Jake; Twitter Post. August 11, 2020, 8:07am. <https://twitter.com/JakeSherman/status/1293172177609662464>
² White, Ben and Aubree Eliza Weaver; [No stimulus deal anytime soon](#); Politico; August 11, 2020 8:00am.
³ Ibid.
⁴ See more here about the difference between Presidential Executive Orders, Proclamations and Executive Memorandum; [Executive Order, Proclamation, or Executive Memorandum? A Beginners Guide](#); Library of congress; Accessed last on August 10, 2020. More on executive actions can be found in: [Executive Orders: Issuance, Modification, and Revocation](#); Congressional Research Service: April 16, 2014.
⁵ For more please see: Kozlik, Tom; [Something is Better than Nothing As President Attempts to Assist But Offers No Adequate Alternative to Congressional Action](#); HilltopSecurities; August 10, 2020.
⁶ Bobic, Igor; Twitter Post. August 11, 2020, 10:15am. <https://twitter.com/igorbobic/status/1293204295748386817>

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