



CITY COUNCIL REGULAR AGENDA
MONDAY, DECEMBER 01, 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. PRESENTATION**
 - [A.](#) Proclamation Honoring the Spring Lake Park High School Panthers Football Team - 2025 MSHSL Class 5A State Champions
- 6. DISCUSSION FROM THE FLOOR**
- 7. CONSENT AGENDA**
 - [A.](#) Approval of Minutes - November 17, 2025 Council Work Session Minutes
 - [B.](#) Approval of SafeAssure Annual Contract
 - [C.](#) Approval of 4th Quarter Billing for 2026 Payable 2027 Property Tax Assessment
 - [D.](#) Contractor's Request for Payment No. 2-FINAL - 2025 Street Improvement Project - \$8,440.34
 - [E.](#) Annual Tort Limit Election - Not Waiving Monetary Tort Limits
 - [F.](#) Business Licenses
 - [G.](#) Contractor Licenses
 - [H.](#) Sign Permit
- 8. DEPARTMENT REPORTS**
 - [A.](#) Code Enforcement Report
 - B. Public Works Report
- 9. PUBLIC HEARINGS**
 - [A.](#) Truth in Taxation for 2026 General Fund Budget and Property Tax Levy
 - [B.](#) 2026 Fee Schedule
- 10. ORDINANCES AND/OR RESOLUTIONS**
 - [A.](#) Ordinance 506, Adopting the 2026 Fee Schedule for the City of Spring Lake Park
 - [B.](#) Resolution 2025-43, Authorizing Summary Publication of Ordinance 506, Adopting the 2026 Fee Schedule for the City of Spring Lake Park
 - [C.](#) Resolution 2025-41, Establishing 2026 Utility Rates for the City of Spring Lake Park
 - [D.](#) Resolution 2025-42, Approving the 2026 Public Utilities Budget

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.

11. NEW BUSINESS

- [A.](#) Approval of 2026 Recycling Budget
- [B.](#) Approval of 2026-2030 Capital Improvement Plan

12. REPORTS

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

13. OTHER

14. ADJOURN

RULES FOR DISCUSSION FROM THE FLOOR AND PUBLIC HEARINGS

DISCUSSION FROM THE FLOOR

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

PUBLIC HEARINGS

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

The following format will be used to conduct the hearing:

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

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

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



**MAYOR'S PROCLAMATION
HONORING THE SPRING LAKE PARK HIGH SCHOOL PANTHERS
FOOTBALL TEAM – 2025 MSHSL CLASS 5A STATE CHAMPIONS
DECEMBER 1, 2025**

WHEREAS, the Spring Lake Park High School Panthers football team completed a remarkable 2025 season, finishing undefeated at 13-0 and winning the Minnesota State High School League Class 5A Championship; and

WHEREAS, the Panthers earned a 24-21 victory over Chanhassen in the Prep Bowl at U.S. Bank Stadium, securing the program's first football state title since 1991; and

WHEREAS, the team demonstrated exceptional skill and perseverance, with a strong defensive finish, a late fourth-quarter interception that sealed the win, and standout offensive performances led by a talented roster of student-athletes; and

WHEREAS, Head Coach John Stewart, his staff, team managers, cheerleaders and players exemplified discipline, sportsmanship, teamwork, and dedication, earning pride from students, families, alumni, and the entire Spring Lake Park community; and

WHEREAS, the Panthers' achievement reflects positively on the City of Spring Lake Park and serves as an inspiration to youth throughout our community.

NOW, THEREFORE, I, Robert Nelson, Mayor of the City of Spring Lake Park, Minnesota, on behalf of the City Council, do hereby proclaim December 1, 2025 as:

SPRING LAKE PARK PANTHERS FOOTBALL DAY

in honor of the Panthers' championship season, and encourage all residents to join in celebrating this historic accomplishment and the positive example set by our student-athletes.

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, City Clerk

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council Work Session was held on November 17, 2025 at the Spring Lake Park City Hall, 1301 81st Ave NE, at 5:30 PM

1. CALL TO ORDER

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

MEMBERS PRESENT

Councilmember Ken Wendling
Councilmember Barbara Goodboe-Bisschoff
Councilmember Dircks
Councilmember Moran (arrived at 6:15pm)
Mayor Nelson

STAFF PRESENT

Chief Josh Antoine, Attorney John Thames, City Administrator Buchholtz

OTHERS PRESENT

Jesse Mitchell, Tsunami Express Car Wash

2. DISCUSSION ITEMS

A. Discussion on Traffic Safety Concerns Related to Tsunami Car Wash Exit (*Nelson*)

Administrator Buchholtz reviewed recent crashes involving vehicles exiting the Tsunami Car Wash at high speed and crossing 83rd Avenue, noting staff concerns about pedestrian traffic and nearby patio seating.

Mayor Nelson stated that he requested the discussion due to the severity of the crashes, emphasizing that multiple vehicles reached dangerous speeds within a short distance of the exit. He expressed concern that without corrective action, there is a risk of a vehicle striking a pedestrian or the outdoor seating area at Hi-Stakes Café across 83rd Avenue. Mayor Nelson stated he does not want to negatively impact the car wash business but believes the City has an obligation to address a preventable safety hazard.

Police Chief Antoine reported that approximately 67,000 vehicles have used the car wash since its opening, with three incidents all attributed to driver inexperience or panic. He emphasized that the conveyor moves slowly and that there is no indication of mechanical error.

Jesse Mitchell, Manager of Tsunami Car Wash stated that the business wants to remain proactive and cooperative and will install a flashing LED stop sign and a portable speed bump at the exit, at its own expense.

Council expressed support for these measures and discussed potential future action if crashes continue, with Mayor Nelson stating he does not want to wait until someone is seriously injured before intervention.

CONSENSUS OF THE COUNCIL is to proceed with installing a flashing LED stop sign and portable speed bump at the car wash exit, placed in coordination with the Public Works Director. Staff will monitor future incidents and reassess if additional action is warranted.

B. Review and Discuss Cannabis Retail Registration Impact Study (Buchholtz)

Administrator Buchholtz presented a cannabis impact study that found no measurable increase in crime, youth use, or crashes associated with additional dispensaries but supported a cautious, incremental approach.

Council members expressed their preference to maintain only one retail registration at this time and preserve the existing zoning cap of 4 retail registrations for low-potency retailers.

3. REPORT

A. Council/Staff Reports

Administrator Buchholtz reported that staff has made budget reductions to reduce the proposed property tax levy increase from 6.54% to approximately 5.5%.

Chief Antoine reported on continued complaints regarding a residence at 8001 5th Street, noting there is no documented victim, no criminal charges are supported by existing facts, and the matter has again been forwarded to Anoka County CID. Activities appear to involve consenting adults, and enforcement options are limited without probable cause.

4. ADJOURN

Mayor Nelson adjourned the work session at 6:31pm.

Robert Nelson, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer



WHAT SAFEASSURE WILL DO FOR THE CITY OF SPRING LAKE PARK

**INFORMATION
PACKET/PROPOSAL**

The United States Department of Labor, Division of Occupational Safety and Health Administration and the Minnesota Department of Labor, Division of Occupational Safety and Health Administration require employers to have documented proof of employee training and written procedures for certain specific standards. **The attached addendum and training schedule clarify written and training requirements.**

The required standards that apply to The City of Spring Lake Park are listed below:

A.W.A.I.R.

MN Statute 182.653

"An employer covered by this section must establish a written Work-place Accident & Injury program that promotes safe & healthful working conditions".

BLOODBORNE PATHOGENS

29 CFR 1910.1030

Each employer having an employee(s) with occupational exposure as defined by paragraph (b) of this section shall establish a written Exposure Control Plan designed to eliminate or minimize employee exposure.

CONFINED SPACE

29 CFR 1910.146

If the employer decides that its employees will enter permit spaces, the employer shall develop and implement a written permit space program.....

CONTROL OF HAZARDOUS ENERGY

29 CFR 1910.147 &

MN Statute 5207.0600

"Procedures shall be developed, documented & utilized for the control of potentially hazardous energy when employees are engaged in the activities covered by this section".

EMERGENCY ACTION PLAN

29 CFR 1910.35 THRU .38

"The emergency action plan shall be in writing and shall cover the designated actions employers & employees must take to insure employee safety from fire & other emergencies".

ERGONOMICS

29 CFR PART 1910.900 THRU 1910.944

"Training required for each employee and their supervisors must address signs and symptoms of MSD's, MSD hazards and controls used to address MSD hazards."

EXCAVATIONS/TRENCHING 1926.651 (k)(1)

Daily inspections of excavations, the adjacent areas, and protective systems shall be made by a competent person for evidence of a situation that could result in possible cave-ins, indications of failure of protective systems, hazardous atmospheres, or other hazardous conditions.

GENERAL DUTY CLAUSE

PL91-596

"Hazardous conditions or practices not covered in an O.S.H.A. Standard may be covered under section 5(a)(1) of the act, which states: Each employer shall furnish to each of {their} employees' employment and a place of employment which is free from recognized hazards that are causing or are likely to cause death or serious physical harm to {their} employees."

HAZARD COMMUNICATIONS

29 CFR 1910.1200 &

MN Statute 5206.0100 thru 5206.1200

"Evaluating the potential hazards of chemicals, and communicating information concerning hazards and appropriate protective measures to employees may include, but is not limited to, provision for: development & maintaining a written hazard communication program for the work-place..."

LOGGING OPERATIONS 1910.266 (i)(1)

The employer shall provide training for each employee, including supervisors, at no cost to the employee.

MOBILE EARTHMOVING EQUIPMENT

MN RULES 5207.1000

Mobile earth-moving equipment operators and all other employees working on the ground exposed to mobile earth-moving equipment shall be trained in the safe work procedures pertaining to mobile earth-moving equipment and in the recognition of unsafe or hazardous conditions.

OCCUPATIONAL NOISE EXPOSURE

29 CFR 1910.95

The employer shall institute a training program for all employees who are exposed to noise at or above an 8-hour time weighted average of 85 decibels and shall ensure employee participation in such a program.

OVERHEAD CRANES

1910.179(j)(3)

Periodic inspection. Complete inspections of the crane shall be performed at intervals as generally defined in paragraph (j)(1)(ii)(b) of this section, depending upon its activity.....

PERSONAL PROTECTIVE EQUIPMENT

1926.95 a)

"Application." Protective equipment, including personal protective equipment for eyes, face, head, and extremities, protective clothing, respiratory devices, and protective shields and barriers, shall be provided, used, and maintained in a sanitary and reliable condition wherever it is necessary by reason of hazards of processes or environment, chemical hazards, radiological hazards, or mechanical irritants encountered in a manner capable of causing injury or impairment in the function of any part of the body through absorption, inhalation or physical contact.

RESPIRATORY PROTECTION

29 CFR 1910.134

Written standard operating procedures governing the selection and use of respirators shall be established.

RECORDING AND REPORTING OCCUPATIONAL INJURIES AND ILLNESSES

29 CFR 1904

"Each employer shall maintain in each establishment a log and summary of all occupational injuries and illnesses for that establishment....."

In the interest of Quality Safety Management, it may be recommended that written procedures and documented employee training also be provided for the following Subparts when or if applicable during the Service Agreement year. (Subparts represent multiple standards)

1910 Subparts

Subpart D - Walking - Working Surfaces
Subpart E - Means of Egress
Subpart F - Powered Platforms, Man-lifts, and Vehicle-Mounted Work Platforms
Subpart G - Occupational Health and Environmental Control
Subpart H - Hazardous Materials
Subpart I - Personal Protective Equipment
Subpart J - General Environmental Controls
Subpart K - Medical and First Aid
Subpart L - Fire Protection
Subpart M - Compressed Gas and Compressed Air Equipment
Subpart N - Materials Handling and Storage
Subpart O - Machinery and Machine Guarding
Subpart P - Hand and Portable Powered Tools and Other Hand-Held Equipment.
Subpart Q - Welding, Cutting, and Brazing.
Subpart S - Electrical
Subpart Z - Toxic and Hazardous Substances

1926 Subparts

Subpart C - General Safety and Health Provisions
Subpart D - Occupational Health and Environmental Controls
Subpart E - Personal Protective and Life Saving Equipment
Subpart F - Fire Protection and Prevention
Subpart G - Signs, Signals, and Barricades
Subpart H - Materials Handling, Storage, Use, and Disposal
Subpart I - Tools - Hand and Power
Subpart J - Welding and Cutting
Subpart K - Electrical
Subpart L - Scaffolds
Subpart M - Fall Protection
Subpart N - Cranes, Derricks, Hoists, Elevators, and Conveyors
Subpart O - Motor Vehicles, Mechanized Equipment, and Marine Operations
Subpart P - Excavations
Subpart V - Power Transmission and Distribution
Subpart W - Rollover Protective Structures; Overhead Protection
Subpart X - Stairways and Ladders
Subpart Z - Toxic and Hazardous Substances
Applicable MN OSHA 5205 Rules
Applicable MN OSHA 5207 Rules
Applicable MN OSHA 5206 Rules (Employee Right to Know)

All training on the programs written by SafeAssure Consultants, Inc. will meet or exceed State and/or Federal OSHA requirements.

These programs/policies and procedures listed on the addendum **do not** include the cost of hardware such as labels, signs, etc. and will be the responsibility of The City of Spring Lake Park to obtain as required to comply with OSHA standards.

Our Service Agreement year will begin on the signing of this Service Agreement. Classroom training will be accomplished at a time convenient to most employees/management and so selected as to disrupt the workday as little as possible.

All documents and classroom training produced by SafeAssure Consultants for The City of Spring Lake Park are for the sole and express use by The City of Spring Lake Park and its employees and not to be shared, copied, recorded, filmed or used by any division, department, subsidiary, or parent organization or any entity whatsoever, without prior written approval of SafeAssure Consultants.

It is always the practice of SafeAssure Consultants to make modifications and/or additions to your program when necessary to comply with changing OSHA standards/statutes. These changes or additions, when made during a Service Agreement year, will be made at no additional cost to The City of Spring Lake Park.

All written programs/services that are produced by SafeAssure Consultants, Inc. are guaranteed to meet the requirements set forth by MNOSHA/OSHA. SafeAssure Consultants, Inc. will reimburse The City of Spring Lake Park should MNOSHA/OSHA assess a fine for a deficient or inadequate written program that was produced by SafeAssure Consultants, Inc. SafeAssure Consultants, Inc. does not take responsibility for financial loss due to MNOSHA/OSHA fines that are unrelated to written programs mentioned above.

If SafeAssure fails to perform any of the provisions of this Service Agreement or so fails to administer the work as to endanger the performance of the Service Agreement, such failure may constitute default. Unless the default is excused by the city, the city may, upon written notice to the SafeAssure, cancel this agreement in partial or entirety.

As a "full-service client" all time spent consulting, answering questions, correspondence, and OSHA inspection assistance both on and off site are part of the Service Agreement services and are included (see also schedule within).

ADDENDUM
SAFETY PROGRAM RECOMMENDATIONS
The City of Spring Lake Park

Written Programs & Training

A.W.A.I.R. (A Workplace Accident and Injury Reduction Act)

- review/modify or write site specific program
- documented training of all personnel
- accident investigation
- simulated OSHA inspection

Bloodborne Pathogens

- review/modify or write site specific program
- documented training of all personnel

Chainsaw/Tree Trimming

- review/modify or write site specific program
- documented training of all personnel

Confined Space

- review/modify or write site specific program
- documented training of all personal

Contractors Safety Program

- review/modify or write site specific program
- documented training of all personnel

Cranes-Chains-Slings

- review/modify or write site specific program
- documented training of all personnel (inspections)

Emergency Action Plan

- review/modify or write site specific program
- documented training of all personnel

Employee Right to Know/Hazard Communication

- review/modify or write site specific program
- documented training of all personnel (general and specific training)
- various labeling requirements
- assist with installing and initiating MSDSonline Database

Ergonomics/Proper Lifting

- review/modify or write site specific program
- documented training of all personnel
 - job hazards-recognition
 - control steps
 - reporting
 - management leadership requirements
 - employee participation requirements

Fleet Safety/Defensive Driving

- review/modify or write site specific program
- documented training of all personnel

General Safety Requirements (other as required)

- review/modify or write site specific program
- documented training of all personnel

Hearing Conservation (Occupational Noise Exposure)

- review/modify or write site specific program
- documented training of all personnel
- decibel testing and documentation

Lock Out/Tag Out (Control of Hazardous Energy)

- review/modify or write site specific program
- documented training of all personnel

Mobile Earthmoving Equipment

- review/modify or write site specific program
- documented training of all personal

Personal Protective Equipment

- review/modify or write site specific program
- documented training of all personnel

Recordkeeping

- review/modify or write site specific program
- documented training of all personnel

Respiratory Protection

- review/modify or write site specific program
- documented training of all personnel
- Medical Questionnaire/Fit Tests

Trenching/Excavation

- review/modify or write site specific program
- documented training of all personnel

The “SafeAssure Advantage”

- On-Line training available for AWAIR, EAP, ERTK, ERGO/Lifting, Bloodborne, Fire Extinguishers
- Safety Committee Advisor
- Employee Safety Progress Analysis
- SafeAssure “Client Discount Card” from Fastenal Stores or Catalogs (15% off any item)
- Job Hazard Analysis (JHA for more hazardous tasks/jobs)
- Training manual maintenance
- Safety manual maintenance
- Documented decibel testing
- Documented air quality readings - (CO-as required)
- Documented foot-candle readings (if needed)
- OSHA recordkeeping
- General Duty Clause
- Assistance during an actual OSHA inspection
- General safety recommendations
- “ALERT” data base
- Unlimited consulting services

Service Agreement

THIS AGREEMENT is effective the first day of January 2026 between The City of Spring Lake Park, Spring Lake Park, Minnesota, herein referred to as The City of Spring Lake Park and SafeAssure Consultants, Inc. 7505 93rd AVE NE, Spicer, Minnesota, herein referred to as SafeAssure.

SafeAssure agrees to abide by all applicable federal and state laws including, but not limited to, OSHA regulations and local/state/national building codes. Additionally, SafeAssure will practice all reasonable and appropriate safety and loss control practices.

SafeAssure agrees to provide, at the time of execution of this Service Agreement, The City of Spring Lake Park (upon request) with a current Certificate of Insurance with proper coverage lines and a **minimum of \$2,000,000.00** in insurance limits of general liability and statutory for workers' compensation insurance. SafeAssure is insured by "The Hartford" insurance companies.

SafeAssure further agrees that The City of Spring Lake Park will not be held liable for any claims, injuries, or damages of whatever nature due to negligence, alleged negligence, acts or omissions of SafeAssure to third parties. SafeAssure expressly forever releases and discharges The City of Spring Lake Park, its agents, members, officers, employees, heirs and assigns from any such claims, injuries, or damages. SafeAssure will also agree to defend, indemnify and hold harmless The City of Spring Lake Park, its agents, members and heirs from any and all claims, injuries, or damages of whatever nature pursuant to the provisions of this agreement.

SafeAssure and its employees is an independent contractor of The City of Spring Lake Park, and nothing in this agreement shall be considered to create the relationship of an employer/employee.

In consideration of this signed Service Agreement, for the period of **Twelve Months** from the signing month, SafeAssure Consultants, Inc. agrees to provide The City of Spring Lake Park, the aforementioned features and services. These features and services include but are not limited to providing OSHA compliance recommendations/consultations, scheduled classroom-training sessions, unlimited online training, and writing and maintaining mandatory OSHA programs. These features and services will be prepared to meet the specific needs of The City of Spring Lake Park.

ANNUAL SERVICE AGREEMENT (FULL SERVICE) SDS ON-LINE SERVICES

\$8,179.92
(included)

TOTAL ANNUAL \$ \$8,179.92

IN TESTIMONY WHEREOF, we agree to the day and year first above written and, if representing an organization or similar entity, further certify the undersigned are a duly authorized agent of said entity and authorized to sign on behalf of identified entity.

X _____
The City of Spring Lake Park **Date**

X _____
The City of Spring Lake Park **Date**

x 

President-SafeAssure

102825
Date

Request for Payment Voucher

For Work in the City of: Spring Lake Park

County of: Anoka

Billing Date: December 1, 2025

To: Erik Skogquist, Claimant

Address: 314 Monroe St NE

Anoka, MN 55303

2025 Quarterly Assessing Services Due Per Contract					\$ 4,535.43
	Est 2025 PIN Count	Actual 2025 PIN Count	Rate per PIN	2025 Estimate	2025 Actual
Improved Residential	1991	1994	\$ 10.25	\$ 20,407.75	\$ 20,438.50
Vacant Residential	26	23	\$ 4.65	\$ 120.90	\$ 106.95
Improved & Unimproved Commercial, Industrial, Apartments	289	278	\$ 62.00	\$ 17,918.00	\$ 17,236.00
Exempt & Utility	91	95	\$ 4.65	\$ 423.15	\$ 441.75
Annual Totals	2397	2390		\$ 38,869.80	\$ 38,223.20
				Less Amt Paid YTD	\$ 29,152.35
				Amount Due	\$ 9,070.85
				Less 50% paid to Mary	\$ 4,535.43
				Amount Due Erik	\$ 4,535.43

DECLARATION

I declare under penalties of law that this amount, claim or demand is just and correct and that no part of it has been paid.

12/1/2025

Signature


ERIK A. SKOGQUIST

Request for Payment Voucher

For Work in the City of: Spring Lake Park

County of: Anoka

Billing Date: December 1, 2025

To: Mary Wells, Claimant

Address: 3405 Edmar Ln NE

East Bethel, MN 55092

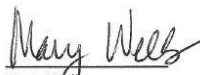
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				Amount Due Mary	\$ 4,535.43

DECLARATION

I declare under penalties of law that this amount, claim or demand is just and correct and that no part of it has been paid.

12/1/25

Signature


Mary Wells



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

November 18, 2025

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

Re: 2025 Street Improvements Project (79th Ave. and Taylor St.)
Project No. 193807275
Contractor's Request for Payment No. 2-FINAL

Dear Dan:

Attached for city approval is Contractor's Request for Payment No. 2-FINAL for the 2025 Street Project. The prime Contractor on this project was North Valley Inc.

This request includes payment for seeding and release of the project retainage. With approval of this payment, the city will be accepting the construction as complete.

We have reviewed the contractor's payment request and found it to be in order. We recommend approval. **If the City wishes to approve this request, then payment should be made to North Valley Inc. in the amount of \$8,440.34.** Attached to the final payment request are proof of tax withholding and lien waver documents for the city's records.

The final total construction cost is \$142,019.72 which is lower than the original bid amount.

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

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

Regards,
STANTEC

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

Phil Gravel
City Engineer

Enclosures

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



Owner: City of Spring Lake Park, 1301 81st. Ave. NE, Spring Lake Park, MN 55432	Date: November 5, 2025
For Period: 8/26/2025 to 11/5/2025	Request No: 2/FINAL
Contractor: North Valley, Inc., 20015 Iguana St. NW, Ste. 100, Nowthen, MN 55330	

CONTRACTOR'S REQUEST FOR PAYMENT

STANTEC PROJECT NO. 19380
2025 Street Improvements Project

SUMMARY

1	Original Contract Amount		\$ 154,937.29
2	Change Order - Addition	\$ 0.00	
3	Change Order - Deduction	\$ 0.00	
4	Revised Contract Amount		\$ 154,937.29
5	Value Completed to Date		\$ 142,019.72
6	Material on Hand		\$ 0.00
7	Amount Earned		\$ 142,019.72
8	Less Retainage 0%		\$ 0.00
9	Subtotal		\$ 142,019.72
10	Less Amount Paid Previously		\$ 133,579.38
11	Liquidated damages -		\$ 0.00
12	AMOUNT DUE THIS REQUEST FOR PAYMENT NO. 2/FINAL		\$ 8,440.34

Recommended for Approval by:
STANTEC

Phil Gravel

11/12/2025

Approved by Contractor:
NORTH VALLEY, INC.

Leslie A. Bloom

President

Leslie A. Bloom

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	LUMP SUM	1	3198.92		1	\$3,198.92
2	TRAFFIC CONTROL	LUMP SUM	1	2060.32		1	\$2,060.32
3	SAWING CONCRETE PAVEMENT (FULL DEPTH)	EACH	30	21.69		32	\$694.08
4	SAWING BIT PAVEMENT (FULL DEPTH)	LIN FT	2350	2.06		1053	\$2,169.18
5	REMOVE CURB & GUTTER	LIN FT	400	8.79		268	\$2,355.72
6	REMOVE CONCRETE VALLEY GUTTER	SQ FT	96	5.42		255	\$1,382.10
7	REMOVE BITUMINOUS PAVEMENT	SQ FT	1250	1.25		1524	\$1,905.00
8	BITUMINOUS PATCH SPECIAL 3-INCH	SQ FT	1250	3.16		1524	\$4,815.84
9	MILL BITUMINOUS SURFACE (2.0 INCHES)	SQ YD	8200	1.71		8132	\$13,905.72
10	BITUMINOUS MATERIAL FOR TACK COAT	GAL	515	3.25		525	\$1,706.25
11	TYPE SP 9.5 WEARING COURSE MIX (3,C)	TON	990	96.74		844.06	\$81,654.36
12	ADJUST VALVE BOX (WITH NEW TOP SECTION)	EACH	8	389.86		11	\$4,288.46
13	ADJUST FRAME & RING CASTING	EACH	2	813.29		2	\$1,626.58
14	MILL AROUND FRAME & RING CASTING	EACH	6	27.11		6	\$162.66
15	CONCRETE CURB & GUTTER DESIGN B618	LIN FT	400	32.53		268	\$8,718.04
16	7-INCH CONCRETE VALLEY GUTTER	SQ FT	96	16.27		255	\$4,148.85
17	EROSION CONTROL	LUMP SUM	1	1518.13		1	\$1,518.13
18	PERMANENT RESTORATION (SEEDING)	SQ YD	100	21.69	65	65	\$1,409.85
19	GROUT RINGS	EACH	6	405.36		6	\$2,432.16
20	GLUE IN RINGS	EACH	6	311.25		6	\$1,867.50
	TOTAL BASE BID						<u>\$142,019.72</u>
TOTAL BASE BID							\$142,019.72
WORK COMPLETED TO DATE:							<u>\$142,019.72</u>

PROJECT PAYMENT STATUS

OWNER CITY OF SPRING LAKE PARK
STANTEC PROJECT NO. 193807275
CONTRACTOR NORTH VALLEY, INC.

CHANGE ORDERS

No.	Date	Description	Amount
Total Change Orders			

PAYMENT SUMMARY

No.	From	To	Payment	Retainage	Completed
1	08/01/2025	08/25/2025	133,579.38	7,030.49	140,609.87
2/FINAL	08/26/2025	11/05/2025	8,440.34		142,019.72

Material on Hand

Total Payment to Date	\$142,019.72	Original Contract	\$154,937.29
Retainage Pay No. 2/FINAL		Change Orders	
Total Amount Earned	\$142,019.72	Revised Contract	\$154,937.29



Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	2-090-819-040
Submitted Date and Time:	12-Nov-2025 9:36:38 AM
Legal Name:	ZAK INDUSTRIES INC
Federal Employer ID:	26-1605885
User Who Submitted:	zi3834
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	519483392
Minnesota ID:	9254906
Project Owner:	CITY OD SPRING LAKE PARK
Project Number:	25910
Project Begin Date:	02-Nov-2025
Project End Date:	12-Nov-2025
Project Location:	SPRING LAKE PARK
Project Amount:	\$620.00
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.



Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	1-233-907-168
Submitted Date and Time:	21-Oct-2025 2:06:04 PM
Legal Name:	AAA CONCRETE COMPANY
Federal Employer ID:	33-1375073
User Who Submitted:	aaaconcretecomn
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	1043804160
Minnesota ID:	1031415
Project Owner:	CITY OF SPRING LAKE PARK
Project Number:	N/A
Project Begin Date:	01-Jul-2025
Project End Date:	31-Jul-2025
Project Location:	SPRING LAKE PARK
Project Amount:	\$11,865.00
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:	2-062-708-192
Submitted Date and Time:	22-Oct-2025 3:10:43 PM
Legal Name:	WARNING LITES OF MINNESOTA INC
Federal Employer ID:	36-4762529
User Who Submitted:	kwilliams07
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	311996416
Minnesota ID:	3086922
Project Owner:	CITY OF SPRING LAKE PARK
Project Number:	25910
Project Begin Date:	01-Jul-2025
Project End Date:	01-Oct-2025
Project Location:	79TH AVE NE & TAYLOR ST NE
Project Amount:	\$1,900.00
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.



Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number: 1-325-350-368
Submitted Date and Time: 12-Nov-2025 2:10:09 PM
Legal Name: NORTH VALLEY INC
Federal Employer ID: 41-1906523
User Who Submitted: northva
Type of Request Submitted: Contractor Affidavit

Affidavit Summary

Affidavit Number: 1418670080
Minnesota ID: 3744649
Project Owner: CITY OF SPRING LAKE PARK
Project Number: N/A
Project Begin Date: 17-Jul-2025
Project End Date: 06-Aug-2025
Project Location: 79TH AVE-SPRING LAKE PARK
Project Amount: \$142,019.72

Subcontractor Summary

Name	ID	Affidavit Number
ZAK INDUSTRIES INC	9254906	519483392
AAA CONCRETE COMPANY	1031415	1043804160
WARNING LITES OF MINNESOTA INC	3086922	311996416

Important Messages

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

Contact Us



20015 Iguana Street NW
Nowthen, MN 55330

RECEIPT AND WAIVER OF MECHANIC'S LIEN RIGHTS

Dated: November 10, 2025

The undersigned hereby acknowledges receipt in the sum of \$ 0.00

CHECK ONLY ONE

- 1) ☐ as partial payment for labor, skill and material furnished
- 2) ☒ as payment for all labor, skill and material furnished or to be furnished (except the sum of \$ 620.00 retainage or holdback)
- 3) ☐ as full and final payment for all labor, skill and material furnished or to be furnished

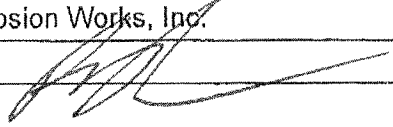
to the following described real property: (legal description, street address or project name)

79th Ave
Spring Lake Park

and for value received hereby waives all rights acquired by the undersigned to file or record mechanic's liens against said real property for labor, skill or material furnished to said real property only for the amount paid if Box 1 is checked, and except for retainage shown if Box 2 is checked). The undersigned affirms that all material furnished by the undersigned has been paid for, and all subcontractors employed by the undersigned have been paid in full, EXCEPT:

NOTE: If this instrument is executed by a corporation, it must be signed by an officer, and if executed by a partnership, it must be signed by a partner.

Erosion Works, Inc.

By 

(Title)

8177 199th Ave NW

(Address)

Nowthen, MN 55330



20015 Iguana Street NW
Nowthen, MN 55330

RECEIPT AND WAIVER OF MECHANIC'S LIEN RIGHTS

Dated: October 21, 2025

The undersigned hereby acknowledges receipt in the sum of \$ 11,271.75

CHECK ONLY ONE

- 1) ☐ as partial payment for labor, skill and material furnished
- 2) ☒ as payment for all labor, skill and material furnished or to be furnished (except the sum of \$ 593.25 retainage or holdback)
- 3) ☐ as full and final payment for all labor, skill and material furnished or to be furnished

to the following described real property: (legal description, street address or project name)

79th Ave & Taylor St.

Spring Lake Park

and for value received hereby waives all rights acquired by the undersigned to file or record mechanic's liens against said real property for labor, skill or material furnished to said real property only for the amount paid if Box 1 is checked, and except for retainage shown if Box 2 is checked). The undersigned affirms that all material furnished by the undersigned has been paid for, and all subcontractors employed by the undersigned have been paid in full, EXCEPT:

NOTE: If this instrument is executed by a corporation, it must be signed by an officer, and if executed by a partnership, it must be signed by a partner.

AAA Concrete Company

By Ronald Antier

CEO / Owner

(Title)

403 Tanner Drive

(Address)

Waverly, MN 55390



20015 Iguana Street NW
Nowthen, MN 55330

RECEIPT AND WAIVER OF MECHANIC'S LIEN RIGHTS

Dated: October 21, 2025

The undersigned hereby acknowledges receipt in the sum of \$ 1,805.00

CHECK ONLY ONE

- 1) ☐ as partial payment for labor, skill and material furnished
- 2) ☒ as payment for all labor, skill and material furnished or to be furnished (except the sum of \$ 95.00 retainage or holdback)
- 3) ☐ as full and final payment for all labor, skill and material furnished or to be furnished

to the following described real property: (legal description, street address or project name)

79th Ave & Taylor St.

Spring Lake Park

and for value received hereby waives all rights acquired by the undersigned to file or record mechanic's liens against said real property for labor, skill or material furnished to said real property only for the amount paid if Box 1 is checked, and except for retainage shown if Box 2 is checked). The undersigned affirms that all material furnished by the undersigned has been paid for, and all subcontractors employed by the undersigned have been paid in full, EXCEPT:

NOTE: If this instrument is executed by a corporation, it must be signed by an officer, and if executed by a partnership, it must be signed by a partner.

Warning Lites of Minnesota

By Keyana L. Williams

Accounts Payable Administrator

(Title)

4700 Lyndale Ave N

(Address)

Mpls, MN 55430



Memorandum

To: Mayor Nelson and Members of the City Council

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

Date: November 19, 2025

Subject: Tort Limit Election

Each year, the City Council is asked to determine whether it wishes to waive the statutory tort limits under Minnesota Statutes § 466.04 as required by the League of Minnesota Cities Insurance Trust (LMCIT). These limits cap municipal liability at \$500,000 per individual claimant and \$1,500,000 total per occurrence.

Historically, the City has chosen not to waive these limits. Maintaining the statutory monetary caps reduces the City's annual liability insurance premium and protects against significant financial exposure in the event of claims.

It is important to note that not all types of claims are subject to statutory tort limits. Some claims are considered outside the tort caps and can result in higher financial exposure. Because these types of claims are not protected by the statutory limits, the City carries an additional \$2 million in excess liability coverage each year to ensure broader financial protection.

Staff recommends not waiving monetary tort limits.

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

LIABILITY COVERAGE WAIVER FORM

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before their effective date of coverage.
Email completed form to your city's underwriter, to pstech@lmc.org, or fax to 651.281.1298.

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. *The decision to waive or not waive the statutory tort limits must be made annually by the member's governing body, in consultation with its attorney if necessary.* The decision has the following effects:

- *If the member does not waive the statutory tort limits*, an individual claimant could recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.
- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could recover up to \$2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

LMCIT Member Name: City of Vergas

Check one:

☐ The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#).

☒ The member **WAIVES** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#), to the extent of the limits of the liability coverage obtained from LMCIT.

Date of member's governing body meeting: 06/11/2024

Signature: _____

Position: Clerk-Treasurer

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

Business License – Liquor License
December 1, 2025 for 2026 Renewal



Tap Room

Torg Brewery
8421 University Avenue NE

Main License

TRONSS-26-01
BROFSL-26-01

Sunday License

TRONSSS-26-01
BROFSLS-26-01

2AM License

3.2 Off-Sale

HK Corp dba Speedway
7701 Highway 65 NE

Main License

3.2OFSL-26-02

Sunday License

3.2OFSLS-26-02

2AM License

Intoxicating On-Sale

Frida's Little Mexico Restaurant
8299 University Avenue NE

Main License

ONS-26-03

Sunday License

ONSS-26-03

2AM License

Don Goyo Restaurant Bar & Grill
8492 Central Avenue NE

ONS-26-04

ONSS-26-04

Club

Kraus Hartig VFW
8100 Pleasant View Drive NE

Main License

MCLONSL-26-01

Sunday License

MCLONSLS-26-01

2AM License

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

**2026 Low Potency Hemp License Renewal
December 1, 2025**



**JJN LLC dba Ghost Dispensary
1450 85th Ave NE Suite 1458
Spring Lake Park MN 55432
LP-26-01**

**Mazaj 369 Inc
8484 Hwy 65 NE
Spring Lake Park MN 55432
LP-26-02**

**Super Tobacco 4 LLC
8097 Central Avenue NE Ste. 105
Spring Lake Park MN 55432
LP-26-03**

**Super Tobacco 6 LLC
8185 University Avenue NE
Spring Lake Park MN 55432
LP-26-04**

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

**2026 Tobacco License Renewal
December 1, 2025**



**Super Tobacco 6 LLC
8185 University Avenue NE
Spring Lake Park MN 55432
T-26-7**

**JJN LLC dba Ghost Dispensary
1450 85th Ave NE Suite 1458
Spring Lake Park MN 55432
T-26-8**

**Super Tobacco 4 LLC
8097 Central Avenue NE Ste. 105
Spring Lake Park MN 55432
T-26-6**

**Holiday Stationstore LLC
dba Holiday Stationstore #2746334
8101 University Avenue NE
Spring Lake Park MN 55432
T-26-9**

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

**2026 Used Car License Renewal
December 1, 2025 for 2026 Renewal**



**Enterprise Leasing Company of Minnesota, LLC
7800 Highway 65 NE
Spring Lake Park MN 55432
CD-26-05**

**Central Bargain Used Cars
7890 Highway 65 NE
Spring Lake Park MN 55432
CD-26-06**

**American Enterprises, LLC
8302 Highway 65 NE
Spring Lake Park MN 55432
CD-26-07**

**Fridley Motor Co, dba Friendly Chevrolet
1115 Osborne Road NE
Spring Lake Park MN 55432
CD-26-04**



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

Contractor's Licenses December 1, 2025

Mechanical Contractor

Perfection Heating & Air, Inc.

Plumbing Contractor

Louie and Sons Plumbing, Inc.



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

Sign Permit
December 1, 2025

Sign Permit

QXO

8329 Central Ave



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: 8329 Central Ave NE

APPLICANT INFORMATION:

Name: Indigo Signs / Michelle Trondson
Address: 7660 Quattro Dr., Chanhassen, MN 55317
Email: Michelle.Trondson@IndigoSigns.com Phone: 952-908-9128
☐ New Construction
☒ Remodel
☐ Word Change

CONTRACTORS INFORMATION:

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

Name: Same as above
Address: _____
Email: _____ Phone: _____
State License #: SB683135 Expiration Date: 05.21.26

DESCRIPTION OF WORK TO BE COMPLETED:

We plan to remove & replace the existing wall mounted signs for a rebrand from "Beacon" to "QXC". Includes four signs on North, East, South, & SW elevations

Square Footage of front of Building (Length X Width): 102' x 24' = 2,448 sq ft
Square Footage of all existing signs (Length X Width): 0
Square footage of proposed sign or signs (Length X Width): 554 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 maintenance required by the City.
3. To provide any other additional information which may be required by the Building Inspection Department.

⇒ Applicant Signature: Michelle Trondson Date: 11/21/20



SIGN PERMIT APPLICATION

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

REQUIREMENTS:

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

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

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

Include a drawing showing location and message on sign.

If you are not the owner of the property, include a SIGNED letter from the owner giving permission to erect the sign.

If the application is NOT fully completed, it will be denied at time of processing. Please verify that all necessary information is legible and plans are included with job cost estimates.

NOTE: All applications are due by noon on the Tuesday preceding the Council Meeting.

*****FOR OFFICE USE ONLY*****

Fee: 830.00

Receipt Number: _____

Date of Approval: _____

Date of Issue: _____

Reason for Denial: _____

$42\% - \$75 + 2(1.25) = 77.50$
 $42\% - \$75 + 2(1.25) = 77.50$
 $20\% - \$75 + 80(1.25) = 175.00$
 $320\% - \$75 + 280(1.25) = 425.00$
 $30\% - \$75$

\$830.00

$734\% - 30\%$
 $554\% - \text{proposed}$

180\% Remaining

Project No. 1731172706.00
Site No. 1927

Customer Signage Package
8329 CENTRAL AVE NE
SPRING LAKE PARK, MN 55432

QXO



LEGEND

- R1 Replacement Flex Face
- R2 Awning Reskin
- QF Illuminated Letter Set
- R3 Replacement Flex Face
- A2 Non-Illuminated Wall Sign

SIGNAGE CRITERIA

- | | |
|----|----------------------|
| R1 | 328.96 Boxed Sq. Ft. |
| R2 | 82.7 Boxed Sq. Ft. |
| QF | 41.8 Boxed Sq. Ft. |
| R3 | 120.0 Boxed Sq. Ft. |
| A2 | 30.0 Boxed Sq. Ft. |



2000 Center Drive
Suite C411
Hoffman Estates, IL 60192
Office 847.301.0510
identiti.net

CUMMINGS

W.O. No. 1731172706.00
Address 8329 CENTRAL AVE NE
City, ST SPRING LAKE PARK, MN 55432

Orig. Draft 09.17.2025
Project Mgr. N/A
Designer Julie Allington

Rev. Art N/A
Rev. Date 00.00.0000
Page Rev. 000

Customer



North

Plan View:
Site Plan
Exterior

THIS SIGN DESIGN IS EXCLUSIVE PROPERTY OF IDENTITI RESOURCES, LTD., AND IS THE RESULT OF THE ORIGINAL AND CREATIVE WORK OF ITS EMPLOYEES. THIS DRAWING IS SUBMITTED TO THE CUSTOMER FOR THE SOLE PURPOSE OF PURCHASE OF THE DESIGN OR SIGNAGE MANUFACTURED TO THIS DESIGN. BY IDENTITI RESOURCES, LTD. DISTRIBUTION TO OR USE OF THIS SIGN DESIGN BY ANYONE OUTSIDE OF THE CUSTOMER'S ORGANIZATION, WITHOUT EXPRESS WRITTEN AUTHORIZATION BY IDENTITI RESOURCES, LTD., IS PROHIBITED.

427



▲ EXISTING



▲ PROPOSED



82.7 SQ. FT.

R2 Reskin Awning

Scope Of work:
Remove & Dispose of Existing Awning Fabric.
Install New Awning with Vinyl Graphics.



2000 Center Drive
Suite C411
Hoffman Estates, IL 60192
Office 847.301.0510
identi.net

W.O. No. 1731172706.00

Address 8325 CENTRAL AVENUE
City, ST SPRING LAKE PARK, MN 55432

Orig. Draft 09.17.2025
Project Mgr. N/A
Designer Julie Allington

Rev. Art N/A
Rev. Date 00.00.0000
Page Rev. 000

Blue Awning Fabric
to Match 3M 3630-167
White Vinyl Graphics

Vinyl: 3M 3630-167

N/A

N/A

Sign Type:
Aluminum Replacement
Face with Vinyl Graphics

Signage:
R2
Front Elevation

SCALE: 3/8" = 1'-0"

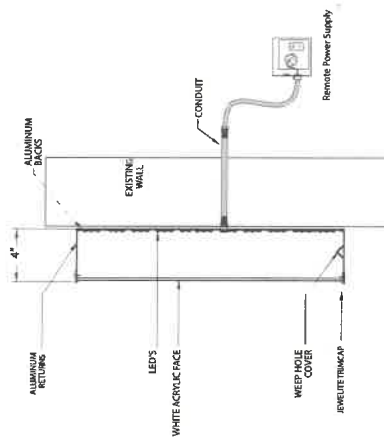
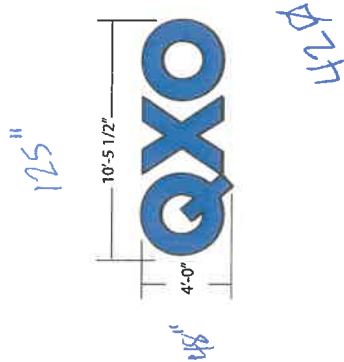
THIS SIGN DESIGN IS EXCLUSIVE PROPERTY OF IDENTI RESOURCES, LTD., AND IS THE RESULT OF THE ORIGINAL AND CREATIVE WORK OF ITS EMPLOYEES. THIS DRAWING IS SUBMITTED TO THE CUSTOMER FOR THE SOLE PURPOSE OF PURCHASE OF THE DESIGN OR SIGNAGE MANUFACTURED TO THIS DESIGN. BY IDENTI RESOURCES, LTD. DISTRIBUTION TO OR USE OF THIS SIGN DESIGN BY ANYONE OUTSIDE OF THE CUSTOMER'S ORGANIZATION, WITHOUT EXPRESSED, WRITTEN AUTHORIZATION BY IDENTI RESOURCES, LTD. IS PROHIBITED.



▲ EXISTING



▲ PROPOSED



41.8 SQ. FT.

QF ILLUMINATED LETTER SET

Scope Of work:
Remove & Dispose of Letter Set. Patch and Paint in area of existing Sign.
Install New Illuminated Letter Set.

SCALE 3/16" = 1'-0"

CUMMINGS
an identity company

2000 Center Drive
Suite C411
Hoffman Estates, IL 60192
Office 847.301.0510
identity.net

W.O. No. 173172706.00
Address
City, ST 8329 CENTRAL AVE NE
SPRING LAKE PARK, MN 55432

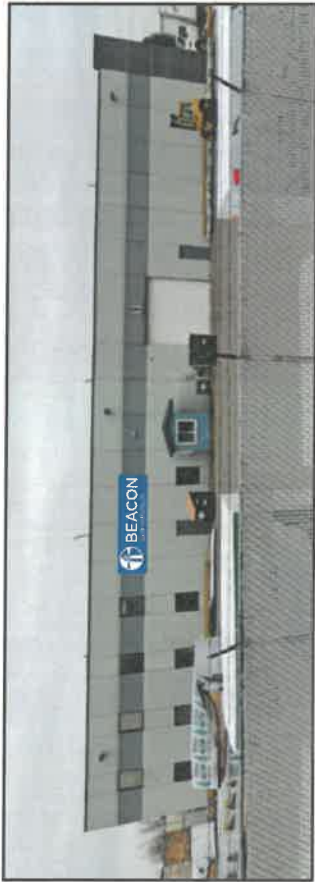
Orig. Draft 09.17.2025
Project Mgr. N/A
Designer Julie Allington

Rev. Art N/A
Rev. Date 00.00.0000
Page Rev. 000

BLUE FACES (BLUE DAY/WHITE NIGHT
3630-167)
Vynil: 3M 3630-167
FILLER: BLACK
TRIM CAP: BLACK
N/A

Sign Type:
Illuminated Letter Set

Signage:
QF
Front Elevation



▲ EXISTING



▲ PROPOSED

1207



120.0 SQ. FT.

R3 Replacement Flex Face

Scope Of work:
Remove & Dispose of Existing Faces. Paint Cabinet to Match QXO Blue.
Install New Flex Faces with flat Vinyl Graphics.



2000 Center Drive
Suite C411
Hoffman Estates, IL 60192
Office 847.301.0510
identiti.net

W.O. No. 1731172706.00

Address 8329 CENTRAL AVE NE

City, ST SPRING LAKE PARK, MN 55432 Designer Julie Allington

Orig. Draft 09.17.2025

Project Mgr. N/A

Rev. Art N/A

Rev. Date 00.00.0000

Page Rev. 000

Blue Vinyl Graphics

White Flex Face

Vinyl: 3M 3630-167

N/A

N/A

SCALE: 1/4" = 1'-0"

Sign Type:
Replacement Flex
Face with Vinyl Graphics

Signage:
R3
Right Elevation

NOTE: ARTWORK IS FOR REPRESENTATIONAL PURPOSES ONLY. A SURVEY IS
NEEDED TO CONFIRM ADEQUATE FREE SPACE.



DIMENSIONS
COLORS
MATERIAL
MOUNTING TYPE
OTHER RETAINER

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▲ EXISTING



▲ PROPOSED



3207

328.50 SQ. FT.

R1 Replacement Flex Face

Scope Of work:
Remove & Dispose of Existing Faces. Paint Cabinet to Match QXO Blue.
Install New Flex Faces with flat Vinyl Graphics.



2000 Center Drive
Suite C411
Hoffman Estates, IL 60192
Office 847.301.0510
identifi.net

W.O. No. 1731172706.00

Address 8329 CENTRAL AVE NE
City, ST SPRING LAKE PARK, MN 55432

Orig. Draft 09.17.2025

Project Mgr. N/A
Designer Julie Allington

Rev. Art N/A

Rev. Date 00.00.0000
Page Rev. 000

Blue Vinyl Graphics

White Flex Face

Vinyl: 3M 3630-167

N/A

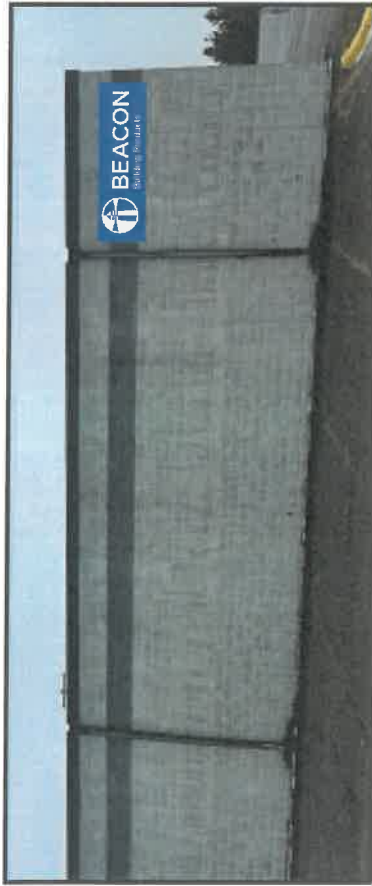
N/A

Sign Type:
Replacement Flex
Face with Vinyl Graphics

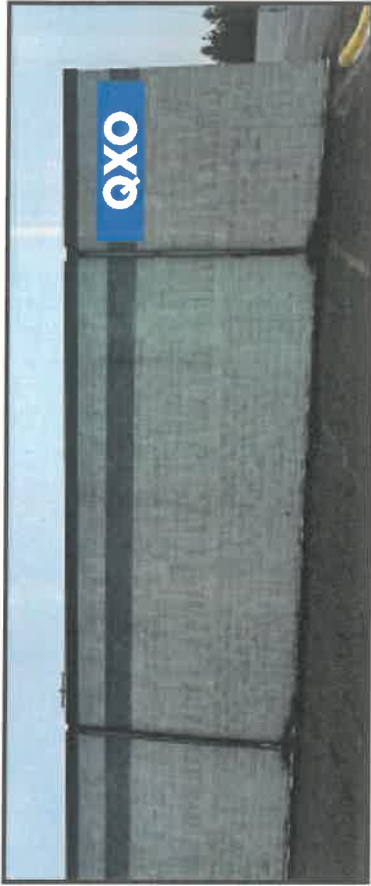
Signage:
R1
Left Elevation

SCALE: 3/16" = 1'-0"

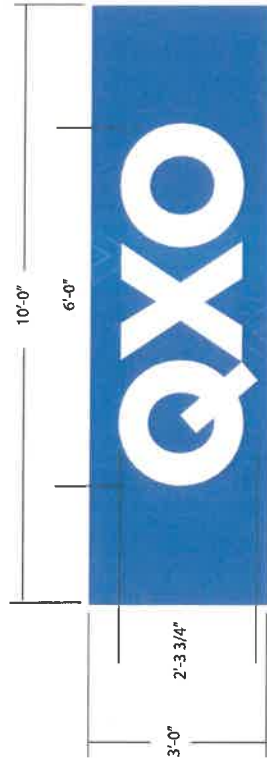
THIS SIGN DESIGN IS EXCLUSIVE PROPERTY OF IDENTIFI RESOURCES, LTD. AND IS THE RESULT OF THE ORIGINAL AND CREATIVE WORK OF ITS EMPLOYEES. THIS DRAWING IS SUBMITTED TO THE CUSTOMER FOR THE SOLE PURPOSE OF PURCHASE OF THE DESIGN OR SIGNAGE MANUFACTURED TO THIS DESIGN, BY IDENTIFI RESOURCES, LTD. DISTRIBUTION TO OR USE OF THIS SIGN DESIGN BY ANYONE OUTSIDE OF THE CUSTOMER'S ORGANIZATION, WITHOUT EXPRESSED WRITTEN AUTHORIZATION BY IDENTIFI RESOURCES, LTD. IS PROHIBITED.



▲ EXISTING

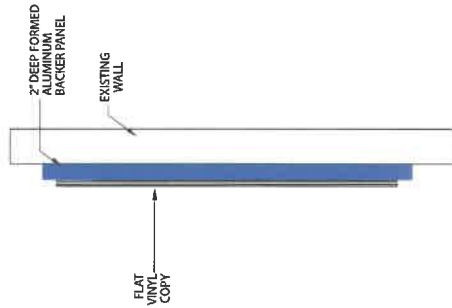


▲ PROPOSED



A2 Non-Illuminated Wall Sign

Scope Of work:
Remove & Dispose of Existing Wall Sign.
Install New Non-Illuminated Wall Sign.



30.0

2000 Center Drive
Suite C411
Hoffman Estates, IL 60192
Office 847.301.0510
identific.net

CUMMINGS
IDENTIFICATION

W.O. No. 1731172706.00
Address 8329 CENTRAL AVE NE
City, ST SPRING LAKE PARK, MN 55432

Orig. Draft 09.17.2025
Project Mgr. N/A
Designer Julie Allington

Rev. Art N/A
Rev. Date 00.00.0000
Page Rev. 000

Formed Aluminum Backer Painted
Blue to Match 3M 3430-167
White Vinyl Graphics

Vinyl: 3M 3430-167
N/A
N/A

Sign Type:
Non-Illuminated Wall
Sign

Signage:
A2
Front Elevation

SCALE 1/2" = 1'-0"



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

REPORT

TO: Spring Lake Park City Council
FROM: Jeff Baker, Code Enforcement Director
RE: Code Enforcement Monthly Report for November 2025
DATE: November 24, 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 November, a total of 51 permits were issued, compared to 37 permits issued in November 2024. The breakdown of permits issued is as follows:

- Building: 21
- Fire Suppression & Alarm: 1
- Mechanical: 5
- Plumbing: 9
- Certificate of Occupancy: 3
- Electrical: 12
- Zoning: 3

Code Enforcement conducted a total of 93 inspections during the month of November, consisting of:

- Building: 46
- Rental: 27
- Zoning: 2
- Nuisance: 11
- Fire: 10
- Electrical: 4

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

Myself and Permit Technician Pearson have been working diligently to complete inspections on all remaining rental properties. At present, 6 properties still have not been inspected, despite each property owner having been notified at least five times through letters, emails, or phone calls. 16 have either scheduled their inspection or their re-inspection has been scheduled, compared to 43 in 2024.

As you know, the electrical permit process changed last December. We have now been issuing the permits for a year, and it is going very well. I have received numerous compliments from both contractors and residents on how smoothly the process has been working.

Construction Update:

7811 Jackson St – The driveway has been installed, and final inspections are starting to be scheduled.

8188 Hwy 65 – Habibis Halal is open for business.

7777 Hwy 65 – MN Melt N Dip is still under construction.

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

- City Council meeting on November 3rd & 17th.
- Department Head meeting on November 4th.
- Safety Meeting November 12th.

This concludes the Code Enforcement monthly report for November 2025. If anyone has any questions or concerns regarding my report, I would be happy to answer them at this time.



City of Spring Lake Park Truth in Taxation Hearing 2026 Budget & Tax Levy

December 1, 2025



Purpose of TNT Hearing

- Required under M.S. § 275.065.
- Provide information on 2026 proposed budget and tax levy.
- Provide opportunity for residents to share feedback on the proposed budget and tax levy.
- This is not the time to discuss your estimated market value. That occurs during the Open Book Assessment process in April.



2026 Budget Process

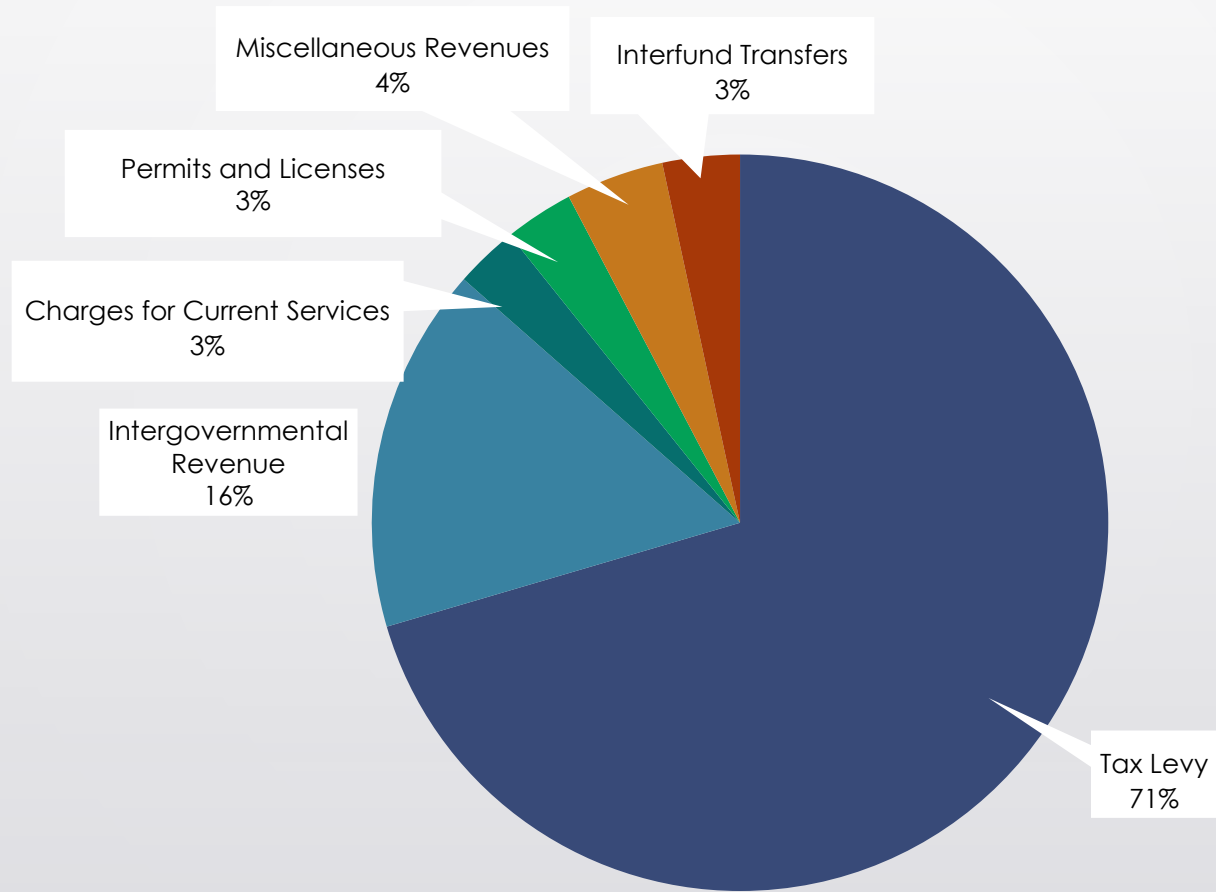
- June 2025 Department Heads Draft Departmental Budgets
- July 2025 Department Heads Present Budgets to Administrator
- August 18, 2025 Administrator Presents Proposed Budget to City Council
- September 1, 2025 Council Approves Preliminary Budget/Tax Levy
- December 1, 2025 TNT Hearing
- December 15, 2025 Council Approves Final Budget/Tax Levy



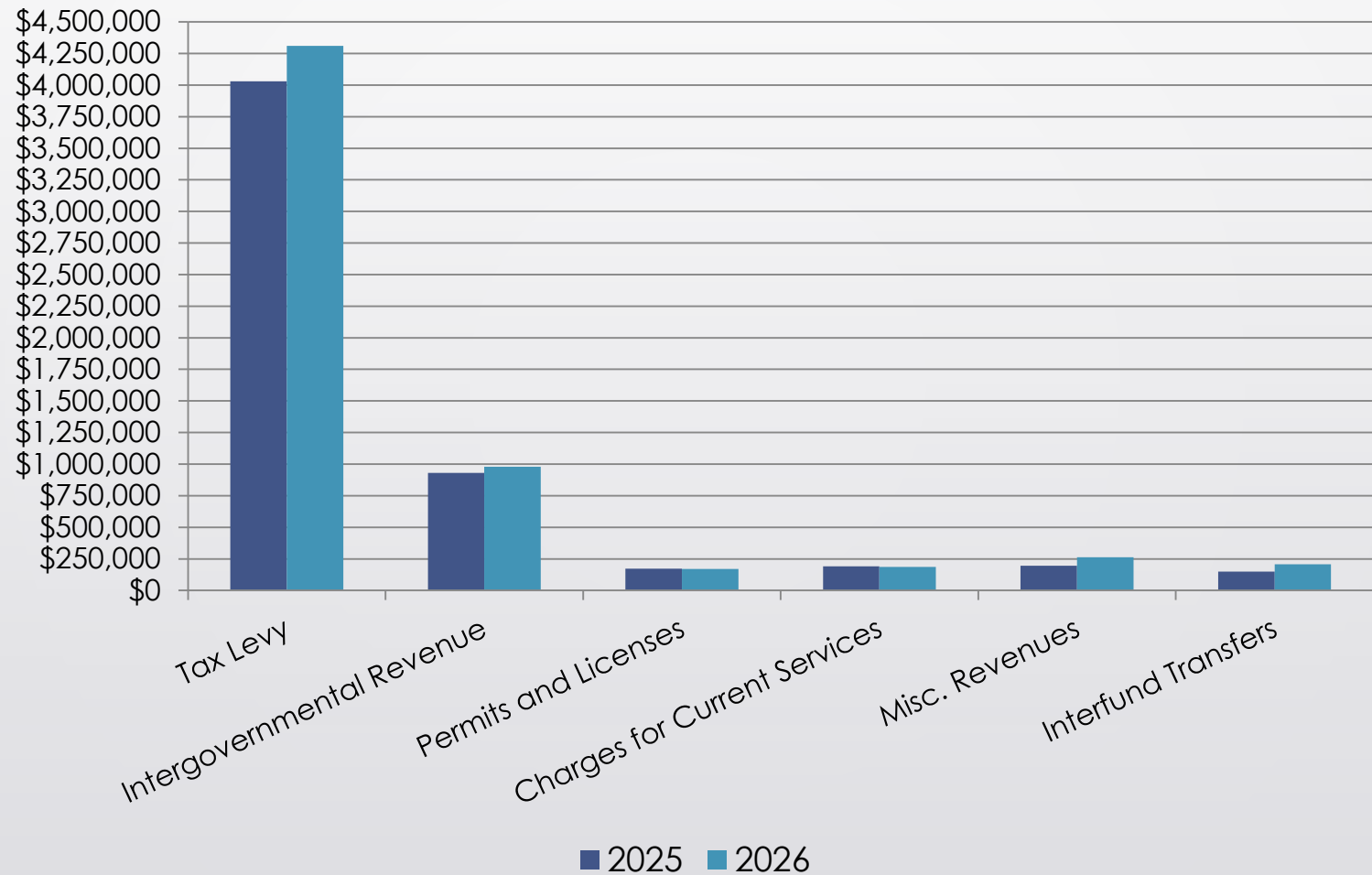
Why Does My Property Tax Bill Vary From Year to Year

- Market-Driven
 - Valuation Changes
 - Property Tax Classification Changes
- Government-Driven
 - Budgets and Tax Levies of Various Jurisdictions
 - Changes in Federal/State Mandates
 - Voter Approved Referendums
 - Special Assessments
- External Factors
 - Changes in aid/revenue from State and Federal Governments
 - State Legislative Changes

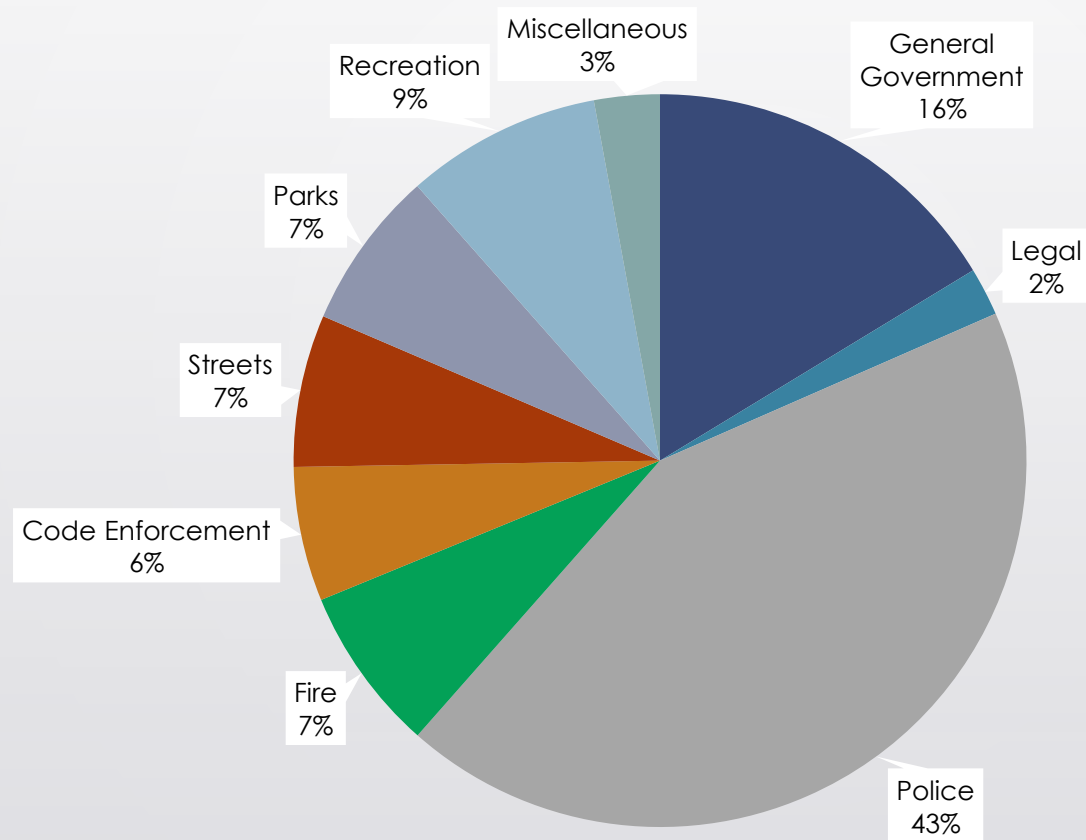
2026 General Fund Revenues



Revenue Comparison

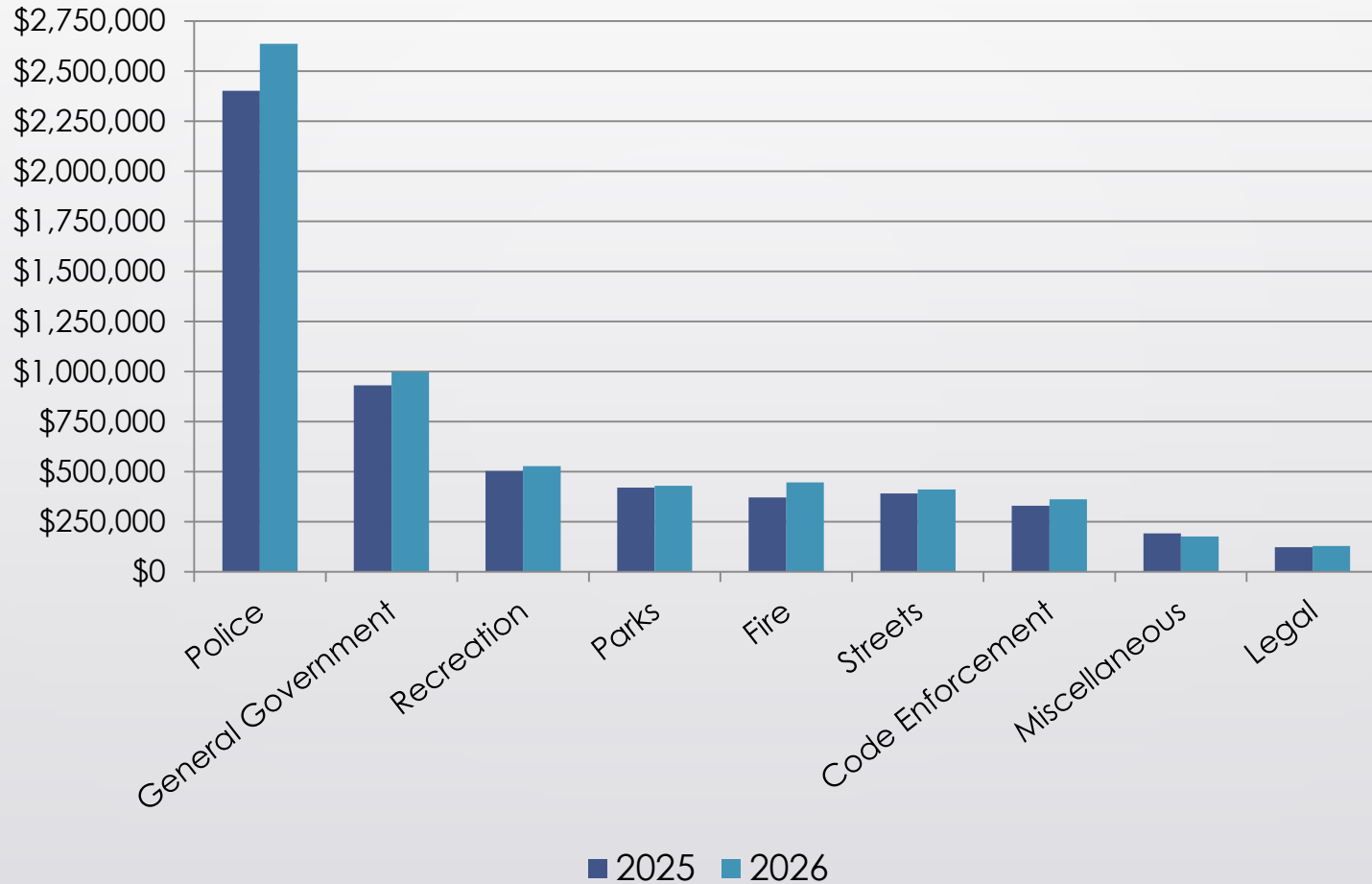


2026 General Fund Expenditures



Notes: General Government includes City Council, Administration, Assessor, Audit, I.T., Engineering, Planning and Zoning and Government Buildings.

Expenditure Comparison





2026 Budget Highlights

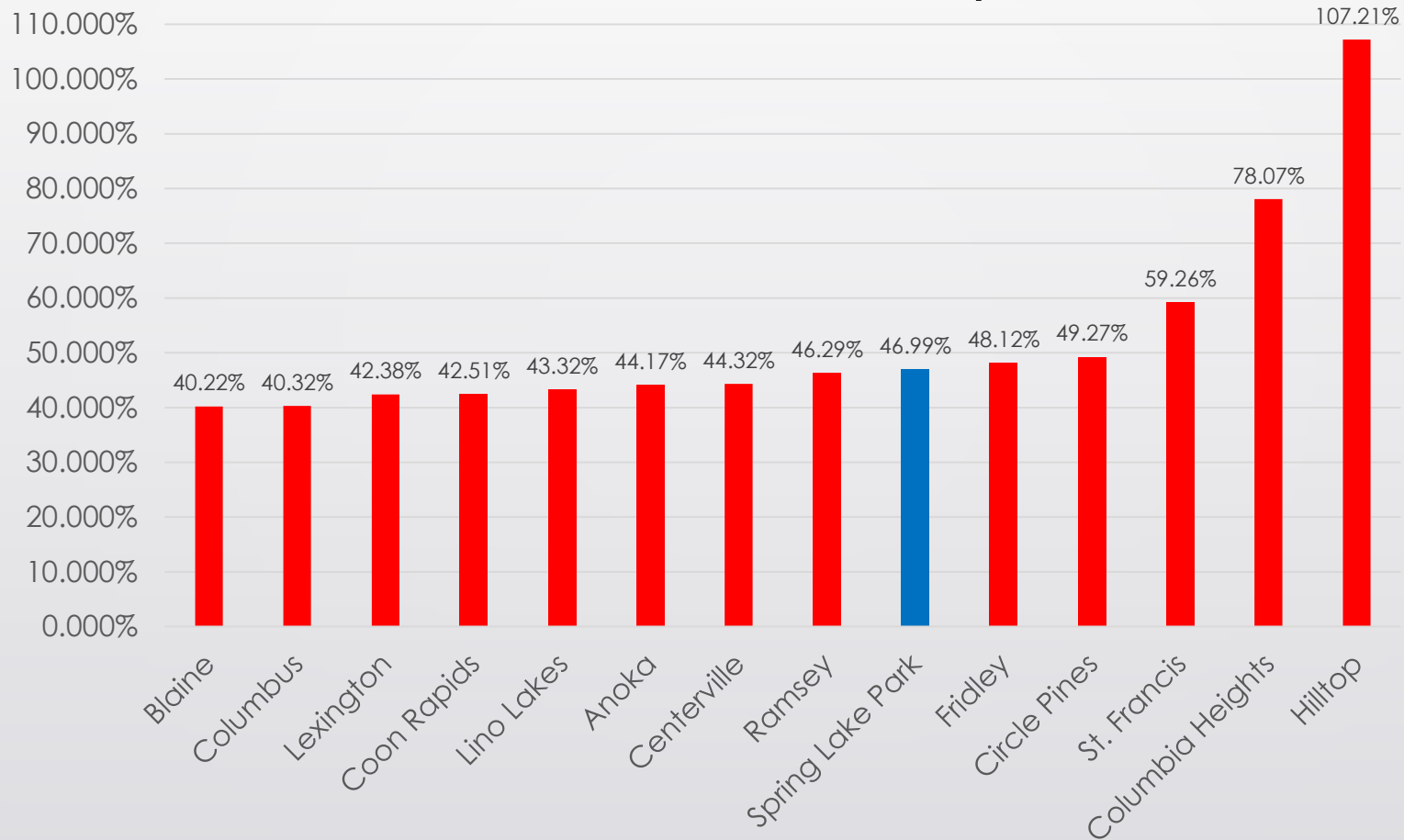
- Proposed 2026 Levy is \$4,982,100, an increase of 5.55%.
 - General Government levy increase is 6.98%, from \$4,029,435 to \$4,310,534
 - Capital Improvement Fund levy to increase by 5.00% from \$194,591 to \$204,320.
 - Street Improvement Levies remain stable at \$52,499.
 - Debt Service levy decreases from \$444,747 to \$414,747, due to excess City Hall Renovation/Expansion project funds being transferred into the Debt Service Fund.
- Proposed 2026 Budget is balanced.
- City's tax rate will increase slightly from 46.324% in 2025 to 46.994% in 2026.



2026 Budget Highlights

- City is self-financing capital equipment needs, allowing money previously allocated for bond issuance costs and interest payments to fund equipment needs instead.
- Budget proposes adding a 13th licensed peace officer to the Police Department; authorizes creation of new Administrative Captain position
- Budget addresses inflationary increases such as salaries, benefits, fuel, increases in temporary salary ranges, printing and publication costs, and workers compensation insurance.

Proposed 2026 Tax Rates for Select Anoka County Cities



Spring Lake Park Historical Tax Rate





Revenue Detail

Revenue by Source	2025 Budget	2026 Budget	% Chg.
Property Taxes	\$ 4,029,435.00	\$ 4,310,534.00	6.98%
Intergovernmental Revenue (LGA, Court Fines, etc)	\$ 929,679.00	\$ 982,077.00	5.63%
Permits and Licenses (Liquor, Sign, Bldg, Rental, etc)	\$ 173,029.00	\$ 168,950.00	(2.35%)
Charges for Current Services (Zoning Fees, Gambling Tax, Alarm Calls, Rental Housing)	\$ 192,087.00	\$ 186,275.00	(3.03%)
Miscellaneous Revenues (Ins. Dividends, Admin Fines, Service Contracts)	\$ 196,031.00	\$ 263,490.00	34.41%
Interfund Transfers (Public Utilities, Recycling)	\$ 148,497.00	\$ 207,446.00	39.70%
TOTAL	\$ 5,668,758.00	\$6,118,772.00	7.94%



Expenditure Detail

Expenditure by Department	2025 Budget	2026 Budget	% Chg.
General Government	\$ 934,645.00	\$ 998,243.00	6.80%
Police Department	\$ 2,402,043.00	\$ 2,634,126.00	9.66%
Fire Protection	\$ 372,235.00	\$ 446,012.00	19.82%
Code Enforcement	\$ 329,880.00	\$ 363,085.00	10.07%
Streets	\$ 391,136.00	\$ 411,377.00	5.17%
Recreation	\$ 502,777.00	\$ 528,161.00	5.05%
Parks	\$ 420,842.00	\$ 430,589.00	2.32%
Legal	\$ 122,500.00	\$ 130,000.00	6.12%
Miscellaneous	\$ 192,700.00	\$ 177,179.00	(8.05%)
TOTAL	\$ 5,668,758.00	\$ 6,118,772.00	7.94%



2026 Property Tax Levy

Revenue by Category	2025 Levy	2026 Levy	% Chg.
General Operations (General Revenue, CIP Levy, Street Levies)	\$4,276,525.00	\$4,567,353.00	6.80%
Debt Service (2024A GO Improvement Bond)	\$ 444,747.00	\$ 414,747.00	(6.75%)
TOTAL	\$4,721,272.00	\$4,982,100.00	5.52%

Thank You for Attending!





Memorandum

To: Mayor Nelson and Members of the City Council

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

Date: November 25, 2025

Subject: 2025 Fee Schedule

The City establishes fees annually to recover the costs associated with municipal services, regulatory activities, permits, inspections, utilities, facility rentals, and enforcement actions. Updating the fee schedule ensures that user fees—not property taxes—continue to fund specific services that directly benefit the user or require added administrative cost.

The proposed 2026 Fee Schedule has been reviewed by staff and reflects updated costs for service delivery. A public hearing is required before adoption. Staff recommends approval as presented.

The 2026 Fee Schedule largely maintains prior fee levels but includes targeted updates to align with actual service costs and regulatory requirements. Key adjustments include:

- Contractor's Licenses - Increased by \$10.00 to reflect higher service costs.
- Zoning & Development Fees - increased application fees and escrow charges to cover cost of processing zoning applications.
- Police Fees - updates to various police service fees due to increased costs.
- Administrative Citations = Police-issued citations are now handled under a separate administrative citation program that will be managed through the PSDS system rather than the state citation system. This approach increases City revenue while reducing the cost burden on those who receive citations.
- Facility Rentals - Adjustments to rates for City Hall rentals to maintain competitiveness while covering operational costs.
- Development Fees - Updates SAC/WAC charges to align with inflationary changes shown in the Construction Cost Index.

Staff recommends approval as presented.

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

City of Spring Lake Park

2026 Fee Schedule

1. Building Permit Fee – Valuation Table

Valuation	Permit Fee
\$1 to \$500	\$50.00
\$501 to \$2,000	\$28.00 for the first \$500 plus \$3.70 for each additional \$100 in value or fraction thereof; min. \$50.00
\$2,001 to \$25,000	\$83.50 for the first \$2,000 plus \$16.55 for each additional \$1,000 or fraction thereof
\$25,001 to \$50,000	\$464.15 for the first \$25,000 plus \$12.00 for each additional \$1,000 or fraction thereof
\$50,001 to \$100,000	\$764.15 for the first \$50,000 plus \$8.45 for each additional \$1,000 or fraction thereof
\$101,001 to \$500,000	\$1,186.65 for the first \$100,000 plus \$6.75 for each additional \$1,000 or fraction thereof
\$500,001 to \$1,000,000	\$3,886.65 for the first \$500,000 plus \$5.50 for each additional \$1,000 or fraction thereof.
\$1,000,001 and up	\$6,636.65 for the first \$1,000,000 plus \$5.00 for each additional \$1,000 or fraction thereof.

Pursuant to MN Rules Chapter 1300.0160, subpart 3, building permit valuations shall be set by the Building Official. For determining the permit valuation, the Building Official will use the supplied valuation with a minimum value as calculated by the current Building Valuation Data Table, published each May by the Department of Labor and Industry and other data, as needed, for projects not otherwise specified.

2. Electrical Permit Fee – Valuation Table

A. Commercial Electrical Permit

Valuation	Permit Fee
\$1 to \$1,000	\$50.00 per trip
\$1,001 to \$2,000	\$50.00 for the first \$1,000 plus \$3.25 for each additional \$100 or fraction thereof
\$2,001 to \$25,000	\$82.00 for the first \$2,000 plus \$14.85 for each additional \$1,000 or fraction thereof
\$25,001 to \$50,000	\$423.55 for the first \$25,000 plus \$10.70 for each additional \$1,000 or fraction thereof
\$50,001 to \$100,000	\$691.05 for the first \$50,000 plus \$7.45 for each additional \$1,000 or fraction thereof
\$100,001 to \$500,000	\$1,063.55 for the first \$100,000 plus \$6.00 for each additional \$1,000 or fraction thereof
\$500,001 to \$1,000,000	\$3,463.55 for the first \$500,000 plus \$5.10 for each additional \$1,000 or fraction thereof
\$1,000,001 and up	\$6,013.55 for the first \$1,000,000 plus \$4.00 for each \$1,000 or fraction thereof

Valuation	Permit Fee
Solar Fees:	
0kw to 5kw	\$90.00
5.1kw to 10kw	\$150.00
10.1kw to 20kw	\$225.00
20.1kw to 30kw	\$300.00
30.1kw to 50kw	\$375.00
40.01kw and larger	\$375.00 plus \$25.00 for each additional 10kw

B. Residential Electrical Permit (single family homes, apartments, condominiums)

Item	Fee
Residential Panel Replacement	\$110.00
Sub Panel	\$50.00
New Service or Power Supply (Circuits)	Add \$16.00 for each additional 100 amps
0 to 300 amp	\$55.00
400 amp	\$71.00
New Service or Power Supply (Feeders)	Add \$6.00 for each additional 100 amps
0 to 100 amp	\$9.00
101-200 amp	\$15.00
- Minimum permit fee is \$50.00 plus \$1.00 state surcharge. This is for one inspection only. Minimum fee for rough-in and final inspection is \$100.00 plus \$1.00 state surcharge. - Maximum fee for single family dwelling or townhouse not over 200 amps (no max if service is over 200 amps) is \$200.00 plus \$1.00 state surcharge. - Failed inspections are an additional \$50.00 each	
Apartment or Condominium Complex (Does not cover service, unit feeders or house panels)	\$90.00 per unit
Swimming Pool and Hot Tub	\$100.00 plus circuits at \$9 per circuit – includes 2 inspections
Addition/Remodel/Basement Finish	\$100.00 (includes up to 10 circuits and 2 inspections)
Residential Accessory Structure	Greater of \$55.00 for panel plus \$9 per circuit or \$100 for 2 inspections
Street and Parking Lot Lights	\$5 per standard
Transformers and Generators:	
Up to 10 kva	\$5.00
11 to 74 kva	\$45.00
75 to 299 kva	\$60.00
Over 299 kva	\$165.00
Retrofit Lighting	\$0.85 per fixture
Sign Transformer or Driver	\$9.00 per transformer
Low Voltage Fire Alarm, Low Voltage Heating and Air Conditioning Control Wiring	\$0.85 per device
Residing Jobs	\$50.00 first unit, \$35.00 for each additional unit
Reinspection Fee	\$50.00

Item	Fee
Solar Fees:	
0kw to 5kw	\$90.00
5.1kw to 10kw	\$150.00
10.1kw to 20kw	\$225.00
20.1kw to 30kw	\$300.00
30.1kw to 50kw	\$375.00
40.01kw and larger	\$375.00 plus \$25.00 for each additional 10kw
Electrical Inspection Fee: Furnace, Air Conditioning, Bath Fan, Fireplace or Receptacle for Water Heater Vent	\$40.00
- Refunds must be requested in writing. No refunds unless more than the minimum fee. Refunds are minus the City's 20% handling fee. - Permit fee is doubled if the work starts before the permit is issued. - Min. fee permits expire in 6 months; permits over the min. fee and up to \$250, expire in 1 year.	

3. Residential Permit Fees

Item	Fee
Maintenance Permit Fees (re-roof, re-side, re-door/garage door, re-window, if replacing existing opening)	Valuation based permit
Plumbing Permit Fees:	
Per Fixture Fee	\$75.00 plus \$9.00 per fixture after five (5) fixtures (includes each of any of the following: floor drains, toilets, bidets, sinks, hose bibs, laundry, dishwasher and/or refrigerator connections, water heater, whole-house humidifier, water softener, lawn irrigation system, shower, tub, sump pump, future rough-in fixture and water supply pipe replacement)
Lawn Irrigation System	\$60.00
Fixture Maintenance (replacing a previously existing fixture or appliance where only disconnecting and reconnecting of existing pipes or ducts is to be done)	\$60.00
Fire Suppression	Valuation based permit
Mechanical Permit Fees	
AC (only); Furnace (only); Air Exchanger; Sheet Metal/Duct Work; Gas Appliance (inc. Fireplace Insert) Gas, oil piping; Steam, hot water heating	\$50.00/unit; minimum fee \$100.00
Fire Place Masonry	Valuation based; building permit required
Fixture Maintenance (replacing a previously existing fixture or appliance where only disconnecting and reconnecting of existing pipes or ducts is to be done)	\$60.00

4. Commercial Permit Fees

Item	Fee
Plumbing	Valuation based; minimum fee \$95.00
Mechanical	Valuation based; minimum fee \$95.00
Gas line minimum (unless included with other mechanical work)	\$95.00
Irrigation system	Valuation based; minimum fee \$95.00
Fire Sprinkler Systems	Valuation based; building permit required
Fire Alarm Systems	Valuation based

5. Miscellaneous Permit Fees

Item	Fee
Billboards	\$250.00 per billboard side
Temporary Signs	\$35.00 per side per 14 day period Maximum of 3 permits or six weeks per year
Permanent Signs	\$75.00 for the first 40 square feet plus \$1.25 for each additional square foot thereafter
Fire Alarm Systems	\$100.00
Tank Installation (fuel, oil, gas, etc.)	Valuation based; no surcharge
Tank Removal (fuel, oil, gas, etc.)	Valuation based; no surcharge
Temporary Structures (Tents < 200 sq. ft.)	\$50.00
Moving Principal Structure	\$175.00 per building (plus \$1.00 surcharge)
Moving Accessory Structure (400 sq. ft. or less)	\$25.00
Moving Accessory Structure (< than 400 sq. ft.)	\$50.00 per building (plus \$1.00 surcharge)

6. State Surcharge

Valuation of Work	Surcharge Computation
\$1,000,000 or less	.0005 x valuation
\$1,000,000 to \$2,000,000	\$500 + .0004 x (Value - \$1,000,000)
\$2,000,000 to \$3,000,000	\$900 + .0003 x (Value - \$2,000,000)
\$3,000,000 to \$4,000,000	\$1,200 + .0002 x (Value - \$3,000,000)
\$4,000,000 to \$5,000,000	\$1,400 + .0001 x (Value - \$4,000,000)
Greater than \$5,000,000	\$1,500 + .00005 x (Value - \$5,000,000)
For fixed-fee permits	\$1.00 per permit (or .0005 of the permit fee if fee exceeds \$1,000).

7. Building Permit Related Fees (Commercial and Residential)

Item	Fee
Contractor Licenses	\$75.00 per Year State License
Contractor's License Verification Fee	\$5.00 per Permit
Investigation Fee (building, plumbing and electrical)	Equivalent to permit fee (when work commences without an approved permit)
Plan Review Fee	65% of permit fee for residential and commercial projects
Master Plan	When submittal documents for similar plans are approved, plan review fees shall not exceed 25% of normal building permit fee established and charged for same structure. Original structure plan review fee is 65% of permit fee
Review of State Approved Plans	25% of the Plan Review required by the adopted fee schedule (for orientation to the plans)
Residential Site Inspection (required for all new construction -- new homes, detached garages, accessory structures)	\$60.00
Commercial Site Inspection (required for all new construction – new buildings and accessory structures)	\$90.00
Fire Inspection Fee	\$75.00/hr.
Certificate of Occupancy fee	\$200.00 Commercial/Industrial Business \$150.00 Residential
Temporary Certificate of Occupancy – Escrow	\$500.00 – Residential \$1,000.00 – Commercial
Demolition –Commercial	Based on valuation; minimum \$250.00
Demolition – Residential	Based on valuation; minimum \$150.00
Exterior Structures:	
Driveway	\$60.00
Retaining Wall (under 4' in height)	\$60.00
Retaining Wall (over 4' in height)	Based on valuation
Fence (under 7' in height)	\$60.00
Fence (over 7' in height)	Based on valuation
Shed (under 200 square feet)	\$60.00
Shed (over 200 square feet)	Based on valuation
Seasonal Swimming Pools (over 24" and 5,000 gallons, installed entirely above grade and located in the same place in yard year after year)	\$80.00 (one time fee)
Permanent and In-ground Swimming Pools	Based on valuation
Pre-moved in single family dwelling	\$175.00 plus travel time and mileage from City Hall (as calculated by Google Maps)
Pre-moved in accessory structure	\$175.00 plus travel time and mileage from City Hall (as calculated by Google Maps)

Item	Fee
Connection fee – moved in structure (does not include foundation/interior remodel)	\$200.00
Connection fee – plumbing	\$50.00
Connection fee – mechanical	\$50.00
Manufactured home installation (does not include foundation/interior remodel)	\$200.00 plus connection fees (if applicable)
Site work for manufactured, prefab or moved in home (foundation, basement, etc)	Based on valuation

8. Plumbing Plan Review

Item	Fee
Plan Review Fees: Building, Fire Suppression and Fire Alarm Permits	65% of the building permit fee established under Section 1
Plan Review Fees: Commercial Mechanical Permits	10% of the permit fee when project valuation exceeds \$30,000
Plan Review Fees: Public, Commercial and Industrial Plumbing Permits:	
Systems with both water distribution and drain, waste and vent system and having:	
25 or fewer drainage fixture units	\$150.00
26 to 50 drainage fixture units	\$250.00
51 to 150 drainage fixture units	\$350.00
151 to 249 drainage fixture units	\$500.00
250 or more drainage fixture units	\$3.00 per drainage fixture unit; maximum of \$4,000
Interceptors, separators or catch basins	\$70.00 per interceptor, separator or catch basin
Building sewer service only	\$150.00
Building water service only	\$150.00
Building water distribution system only; no drainage system	\$5.00 per supply fixture unit or \$150.00, whichever is greater
Storm drainage system	\$minimum fee of \$150.00 or \$50.00 per drain opening, up to a maximum of \$500 and \$70 per interceptor, separator or catch basin design.
Manufactured home or campground	
1 to 25 sites	\$300.00
26 to 50 sites	\$350.00
51 to 125 sites	\$400.00
126 or more sites	\$500.00

Item	Fee
Revision of previously reviewed or incomplete plans:	
Review of plans for which the city has issued two or more requests for additional information, per review	\$100 per review or 10% of the original fee, whichever is greater
Proposer-requested revision with no increase in project scope	\$50.00 or 10% of the original fee, whichever is greater
Proposer-requested revision with an increase in project scope	\$50.00 plus the difference between the original project fee and the revised project fee.
If a permit applicant submits an application that requires plan review and decides not to proceed with the project after the plan review has been completed, the applicant shall pay the plan review fee. Where a plan review fee is performed and charged, the minimum plan review fee for all permits is \$50.00	

9. Other Inspections and Fees

Item	Fee
Re-inspection Fee	\$63.25
Inspections outside of normal business hours (will include travel time both ways – 2 hour min.)	\$63.25/hour
Inspections for which no fee is indicated; Miscellaneous and Special Services (1/2 hour minimum)	Building Official - \$95.00/hour
Additional Plan Review required by changes, additions, or revisions to approved plans (1/2 hour minimum)	Building Official - \$95.00/hour
Special Investigation Fee (work started without a permit)	100% of the permit fee
Duplicate permit card fee	\$25.00 – short card (8½ x 7) \$50.00 – long card (8½ x 14)
Lead Certification (for eligible construction) (contractor Lead Certification verification)	\$5.00
Permit Renewal (within 6 months of expiration)	50% of fee
Permit Renewal (> 6 months after expiration)	Valuation of remaining work; new permit required
Pre-Final inspection (new home/structure	\$63.25
No Show Fee	\$63.25
Refunds	
Plan Review (if plan review has not begun)	100%
Plan Review (if plan review has started	50%
Plan review (if plan review has been completed)	0%
Permit fee (if work not started) within 6 months of permit issuance	80%
Permit fee (if work has started)	0%
Maintenance permits	0%

10. Zoning/Development

Item	Fee
Comprehensive Plan Amendment	\$1,000.00/amendment plus \$1,500.00 escrow
Conditional Use Permit (CUP): R-1 District	\$200.00 plus \$300.00 Escrow
Conditional Use Permit (CUP) All other Districts	\$600.00 plus \$1,500.00 Escrow
Conditional Use Permit (CUP) Amendment	Same as CUP Fee
Concept Plan Review Fee	\$500.00 plus \$1,500.00 Escrow
Interim Use Permit (IUP): R-1 District	\$200.00 plus \$300.00 Escrow
Interim Use Permit (IUP): All other districts	\$600.00 plus \$1,500.00 Escrow
Park Dedication Fee – Commercial/Industrial	3% fair market of improved/unimproved land value or monetary fund by discretion of City.
Park Dedication Fee - Residential	\$2,725.00 per unit
Planned Unit Development (PUD)	\$1,000.00 plus \$1,500.00 Escrow
Planned Unit Development (PUD) Amendment	\$600.00 plus \$1,500.00 Escrow
Planned Unit Development (PUD) Refund Policy	All but \$100.00 of the permit fee can be refunded within 100 days of application if no work done.
Rezoning / Text Amendment	\$500.00 plus \$1,500.00 Escrow
Minor Subdivision & Lot Combination Fee	\$250.00 plus \$1,000.00 Escrow
Major Subdivision – Preliminary Plat	\$500.00 plus \$5,000.00 Escrow
Major Subdivision – Final Plat	\$500.00 plus \$1,000.00 Escrow
Variance: R-1 District	\$250.00 plus \$300.00 Escrow
Variance: All Other Districts	\$600.00 plus \$1,500.00 Escrow
Site Plan Review	\$500.00 plus \$1,500.00 Escrow
Street or Easement Vacation	\$250.00 per property
Zoning Letter	\$100.00

Applicants are responsible for all costs related to filing, reviewing, and processing development applications. Fees must be paid in escrow at submission or upon receipt of a City invoice. Costs may include consultant services, legal and engineering fees, public notices, materials, and staff time. A deposit may be required, and the applicant is responsible for any reasonable costs exceeding that amount. Park dedication fees must be paid with subdivision applications. Application fees are non-refundable.

11. Miscellaneous Fees

Item	Fee
Copy of City Code & Comp. Plan	\$150.00
Annual Financial Report	\$25.00
Adopted Annual Budget	\$25.00
Copy of any Code Chapter	\$10.00
Copy of Zoning Code	\$50.00
Capital Improvement Plan	\$10.00
Assessment Search Fee	\$25.00
Administrative Fee for Certification to Tax Roll	\$125.00/parcel

Item	Fee
Certified Copies	\$5.00 plus photocopy fee
Non-Resident Notary Fee	\$2.00
Photocopies per Page	\$.25 per sheet (8½ x 11; b/w) \$.50 per sheet (11 x 17; b/w) \$1.00 per sheet (8½ x 11; color) \$2.00 per sheet (11 x 17; color) \$4.00 per sheet (large plan sheet)
Filing Fee for Public Office	\$15.00 (no sales tax)
Insufficient Funds (NSF) checks/Credit Card Chargebacks	\$35.00
Mailed City Council Agendas	\$60.00/year

12. Police Administration

Item	Fee
Excess Alarm Fee – Police Calls/year	1 st – 3 rd No Charge; 4 th - \$75.00 5 th + - \$150.00 each
Excess Alarm Fee – Fire Calls/year	1 st – 2 nd No Charge 3 rd - \$75.00 Each after doubles the previous charge
Finger Printing	\$40.00/set
Digital Photos	\$30.00 plus costs
Digital Recordings	\$30.00
Electronic copies to Digital Media	\$50.00 per disc
Police Records Check/Clearance Letters/Certified Copies	\$5.00
Dangerous Dog Review Hearing	\$75.00

13. Administrative Offenses (Chapter 3)

A. Police Administrative Citations

Item	Fee 0-14 Days	Fee 15-31 Days	Reference
Animal Violations			
Dog Running at Large	\$75.00	\$90.00	§9.12.010, A(1)
Barking Dog	\$75.00	\$90.00	§9.12.010, A(3)
Noise Violations			
Prohibited Noises	\$50.00	\$65.00	§9.20.020, E(1)
Safety Violations			
Handicap Parking Violation	\$200.00	\$215.00	§7.04.010
Fire Lane Violation	\$50.00	\$65.00	§9.16
Parking Violations			
Seasonal Parking Restrictions	\$50.00	\$65.00	§7.08.020, E
Parking, Time Limit	\$50.00	\$65.00	§7.08.020, A

Item	Fee 0-14 Days	Fee 15-31 Days	Reference
Parking, Permit Violation	\$50.00	\$65.00	§7.08.010(A)
Commercial Vehicle on Public Street	\$50.00	\$65.00	§7.08.020, B
Impede Access to Driveway	\$50.00	\$65.00	§7.08.020, D(1)
Obstruct Mail Delivery	\$50.00	\$65.00	§7.08.020, D(2)
Parking with 10' of Fire Hydrant	\$50.00	\$65.00	§9.16

B. Code Enforcement

Item	Fee	Reference
Abandoned, Wrecked or Inoperable Vehicle	\$50.00	§9.04
Adult Use Cannabis Use in Park or Other Public Place	\$100.00	§11.48.080
All Terrain Vehicle (ATV) Violation	\$50.00	§7.04.030
Animals		
Dog/Cat Must be Vaccinated	\$75.00	§9.12.010
Dog/Cat Must be Licensed	\$75.00	§9.12.010
Building Code Violations	\$100.00	§12.04
Critical Water Deficiency Declaration Ordinance or Emergency Conservation Regulations Violation	warning letter - 1 st offense \$100.00 - 2 nd offense \$200.00 - 3 rd offense \$300.00 - 4 th + offense	§5.04.050/ §5.04.010
Deposit Debris onto Roadway	\$50.00 for 1 st offense, \$75.00 for 2 nd offense \$100.00 for 3 rd + offense	§9.04.010
Expired License Plates – Motorized Vehicle	\$50.00	§16.20.120
Fire Code Violations	\$100.00	§9.16
Fire Prevention Violations	\$50.00	§9.16
Fireworks Violations	\$100.00	§9.20.020
Flammable Products	\$100.00	§9.16
Garage Sale Violations	\$50.00	§11.04.02
General Municipal Water and Water Violations	\$50.00	§1.04.200
Housing Code Violations	\$100.00	§12
Illegal Garbage Dumping	\$100.00	§9.20.020
Inoperable Vehicles Parked on Street	\$50.00	§9.04.010
Intoxicating Beverages in Parks and Other Public Areas	\$50.00	§11.08.010
Junk or Debris	\$50.00	§9.20.020
Keys in Ignition	\$50.00	§7.01
License and Permit Violations	\$100.00	§1.04.200
License Plate/Tabs Missing – Motorized Vehicle	\$50.00	§16.20.120
Load Limit Violation	\$100.00	§7.04.020
Missing Address Numbers	\$50.00	§12.20
Outdoor Storage of Wood	\$50.00	§9.20.020
Park Hours Violation	\$50.00	§9.28.010

Item	Fee	Reference
Parking at Park After Park Hours	\$50.00	§9.28.010
Public Nuisances	\$50.00	§9.20.020
Regulated Business Activity	\$100.00	§1.04.200
Rental Code Violations	\$50.00/Unit	§12.16
Sign Code Violations	\$100.00	§16.24
Snowmobile Violation	\$50.00	§7.04.040
Bicycle Violation	\$25.00	§7.04.050
Subdivision Regulation	\$100.00	§14
Trespass	\$100.00	§11.04.010
Trucks Parking on Restricted Route	\$50.00	§7.08.020
Road Restriction Violation	\$100.00	§7.04.020
Waste Disposal Violations	\$50.00	§5.08
Weeds and Grass	\$50.00	§9.20.030
Zoning Code Violations	\$100.00	§16

14. Licenses

A. General Business Licenses

Item	Fee
Administrative Application Fee	\$50.00
Amusement Devices and Centers	\$15.00 per location plus \$15.00 per machine
Automobile Sales, New and Used	\$300.00/year
Amusement Rides, Carnivals, Circuses	\$130.00 for first day plus \$20.00 for each additional day
Boxing and Wrestling Processing Fee	Regulated by the State of Minnesota
Cigarette and Tobacco License Fee	\$150.00/year
Dance	\$100.00/year
Food Sales & Service Application Fee	\$100.00/Application
Garbage and Rubbish Hauler	\$50.00/1 st Truck & \$15.00 additional
Criminal Investigation Fee – General Business Licenses (first time applicants)	\$50.00
Sexually Oriented Business	
License Fee	\$10,000.00/yr
Initial Investigation Fee	\$1,500.00
Special Event Permit	\$100.00/event
Special Services Fee Escrow	125% of estimated cost for required City services/resources
Pawn Shops	
Non-Refundable Application Fee (includes cost of investigation)	New - \$500.00 Renewal - \$100.00
New Manager Investigation Fee	\$150.00
Annual License	\$6,250.00
Billable Transaction Fee	\$2,192.00/year
Performance Bond	\$5,000.00
Therapeutic Massage	

Item	Fee
Partnership/Corporation License	\$350.00 + \$200.00 - Background Check
Technician License	\$100.00 + \$100.00 - Background Check
Peddler/Transient Merchants	
Permits	Transient - \$100.00 + \$150.00 Escrow Peddlers - \$60.00/day, \$200.00/month, \$500.00/year
Investigation fee	\$10.00 investigation fee for each new peddler
I.D. Card	\$5.00/person
Criminal Investigation Fee – Peddler/Transient Merchant Licenses (first time applicants)	\$50.00

B. Liquor Licenses

Item	Fee
On-Sale Intoxicating	Class A - \$6,200.00/yr Class B - \$9,300.00/yr
On-Sale Wine	\$500.00/yr
On-Sale Malt Liquor/3.2 Beer	\$300.00/yr
Off-Sale Intoxicating	\$310.00/yr
Off-Sale 3.2% Malt Liquor	\$100.00/yr
Brewer Tap Room	\$400.00/yr
On-Sale Brewer Pub License	\$400.00/yr
Off-Sale Brewer Pub License	\$100.00/yr
Cocktail Room License	\$400.00/yr
Culinary Class Ltd. On-Sale Malt Liquor/Wine	\$300.00/yr
Consumption and Display – City Fee	\$250.00/yr
Club	\$300.00/yr
Sunday On Sale	\$200.00/yr
Two A.M. Closing Permit	\$100.00/yr
Liquor Licensing Investigation Fee	\$500.00 (in state) Actual cost not to exceed \$10,000 (out of state)
Temporary 3.2% Liquor License Fee	\$25.00/Event
Temporary Intoxicating Liquor License Fee	\$50.00/Event

C. Adult Use Cannabis

Item	Fee
Initial Retail Registration Fee	\$500.00 or half the amount of the initial state
Renewal Retail Registration Fee	\$1,000.00 or half the amount of a renewal state
Temporary Cannabis Event License	\$100.00
Lower Potency Hemp Edible Retailer	\$125.00/yr
Lower Potency Hemp Edible Retailer License	\$125.00/yr

D. Animals

Item	Fee
Spayed or neutered – Cats and Dogs	\$10.00/yr
Unsprayed or Unneutered – Cats and Dogs	\$25.00/yr
Duplicate tags	\$2.00 per tag
Dangerous Dog Registration	\$500.00/yr
Kennel – Residential	\$50.00/yr
Kennel – Commercial	\$100.00/yr
Criminal Background Check – Kennel License (first time applicant)	\$50.00
Impound Fee	1 st offense - \$75.00 plus Animal Hospital fees as outlined in Animal Control agreement 2 nd offense - \$125.00 plus Animal Hospital fees as outlined in Animal Control agreement 3 rd offense - \$175.00 plus Animal Hospital fees as outlined in Animal Control agreement 4 th and subsequent offense - \$325.00 plus Animal Hospital Fees as outlined in Animal Control agreement

E. Rental Housing

Item	Fee
Single Family	\$250.00
Duplex	\$325.00
Apartment	\$500.00 per Building plus \$50.00 per Unit
Reinspection Fee	\$150.00 after the 2 nd inspection
Revoked Rental Housing License Reinstatement Fee	Five (5) times the annual licensing fee
Excessive Consumption Fee: rental/non-rental	\$50.00 per incident
Conversion Fee	\$1,250.00 includes 1 st year registration fee
Late Conversion Fee	\$1,750.00

F. Vacant Property Licenses

Item	Fee
Residential Unit	\$200.00
Monitoring Fee	\$20.00 per visit

15. Facility Rental

A. Park Facilities¹

Item	Resident/Non Profit		Non-Resident	
	Half Day	Full Day	Half Day	Full Day
Able Park Building	\$100.00	\$200.00	\$150.00	\$250.00

¹ All park amenity rentals are taxable. Damage deposit required.

Item	Resident/Non Profit		Non-Resident	
	Half Day	Full Day	Half Day	Full Day
Able Park Hockey Rink	\$50.00	\$100.00	\$100.00	\$200.00
Able Park South Softball Field	\$25.00	\$50.00	\$50.00	\$75.00
Able Park North Softball Field	\$25.00	\$50.00	\$50.00	\$75.00
Able Park Picnic Shelter	\$25.00	\$50.00	\$50.00	\$75.00
Able Park Volleyball Court	\$10.00	\$20.00	\$20.00	\$40.00
Sanburnol Park No. Softball Field	\$25.00	\$50.00	\$50.00	\$75.00
Sanburnol Park So. Softball Field	\$25.00	\$50.00	\$50.00	\$75.00
Lakeside Softball Field	\$25.00	\$50.00	\$50.00	\$75.00
Lakeside Volleyball Court	\$10.00	\$20.00	\$20.00	\$40.00
Terrace Park East Softball Field	\$25.00	\$50.00	\$50.00	\$75.00
Terrace Park West Softball Field	\$25.00	\$50.00	\$50.00	\$75.00
Terrace Park Pickleball Court	\$10.00	\$20.00	\$15.00	\$25.00
Terrace Park Volleyball Court	\$10.00	\$20.00	\$15.00	\$25.00
Terrace Park East Picnic Shelter	\$25.00	\$50.00	\$50.00	\$75.00
Terrace Park West Picnic Shelter	\$25.00	\$50.00	\$50.00	\$75.00
Terrace Park Hockey Rink	\$50.00	\$100.00	\$100.00	\$200.00
Terrace Park Football Field	\$50.00	\$100.00	\$100.00	\$200.00
Triangle Park Gazebo	\$25.00	\$50.00	\$50.00	\$75.00
Westwood Softball Field	\$25.00	\$50.00	\$50.00	\$75.00
Westwood Park Picnic Shelter	\$10.00	\$20.00	\$20.00	\$40.00

Item	Fee
Athletic Field Use by Youth Sports Teams	\$12.00 per rostered player per sports season
Field Lined	\$35.00
Damage Deposit	\$100.00

B. City Hall²

Item	Resident/Non-Profit		Non-Resident	
	Half Day	Full Day	Half Day	Full Day
Laddie Room (Mon-Fri)	\$75.00	\$100.00	\$100.00	\$125.00
Laddie Room (Sat-Sun)	\$125.00	\$175.00	\$175.00	\$225.00
Spring Room (Mon-Fri)	\$125.00	\$175.00	\$175.00	\$225.00
Spring Room (Sat-Sun)	\$175.00	\$225.00	\$225.00	\$275.00
Spring & Laddie Rooms (M-F)	\$150.00	\$175.00	\$175.00	\$200.00
Spring & Laddie Rooms (Sat-Sun)	\$225.00	\$225.00	\$225.00	\$275.00
City Hall Link (M-F) ³	\$50.00	\$75.00	\$75.00	\$100.00
City Hall Link (Sat-Sun)	\$75.00	\$100.00	\$100.00	\$125.00
Huddle Room (M-F)	\$20.00	\$25.00	\$25.00	\$35.00
Huddle Room (Sat-Sun)	\$35.00	\$40.00	\$40.00	\$50.00

² City Hall available for rent Monday-Friday, 9am and 10pm; Saturday-Sunday, 9am-10pm.

³ City Hall Link only available to rent evenings and Weekends

Item	Resident/Non-Profit		Non-Resident	
	Half Day	Full Day	Half Day	Full Day
City Hall A/V Package	\$50.00	\$50.00	\$50.00	\$50.00
Damage Deposit	\$100.00	\$100.00	\$100.00	\$100.00
Lost Key	\$50.00	\$50.00	\$50.00	\$50.00

16. Utility and Other Fees

A. Water

Item	Fee
Water Availability Charge (WAC)	\$1,700.00 /Unit (City determines # of units)
Water Connection/Disconnect and/or Demo	Residential - \$50.00
Water Connection Inspection Fee – New	\$50.00 (plus WAC)
Water Connection Inspection Fee – New	\$75.00 (plus WAC)
Connection and Reconnection Fee	\$125.00/Hour
Water Meter Installation Fee	3/4" – 1" meter - \$75.00
Water Meters and Parts	Cost plus 2%
Water General Repair/Inspection	\$75.00
Call out Fee	Regular Business Hours N/C – After Business
Estimated Water Meter Reading	1 st est. – \$25.00
Disconnect Tag Fee	\$25.00

B. Sanitary Sewer

Item	Fee
Sewer Access Charge (SAC)	\$2,485.00/Unit (M.C. determines no. of units)
SAC Administrative Fee	\$500.00/Unit (based on M.C. unit count)
Sewer Connection/Disconnection and/or Demo Inspection Fee	\$50.00 – Residential \$75.00 – Commercial
Sewer Hook-up Fee – New Only	\$145.00 (plus SAC)
Sewer General Repair/Inspection	\$75.00
Call out Fee	Regular Business Hours N/C – After Business Hours O.T. Fees apply (minimum \$100.00)

C. Street

Item	Fee
Load Limits Permit Fee	\$25.00/entry/truck
Street Opening Permit	\$150.00 permit fee plus \$1,000 Security Fee
Right of Way Permit (ROW) - Excavation Permit	\$150.00
ROW - Obstruction Permit	\$150.00
ROW - Excavation Hole Permit	\$150.00
ROW – Trench	\$70.00 per 100 feet
ROW – Emergency Hole	\$75.00

Item	Fee
ROW – Boring Holes	\$50.00 per hold
ROW Security Fee	Subject to the Discretion of the PW Director
Small Cell Wireless Fees	Maximum fee allowed under Statute

**SPRING LAKE PARK
ORDINANCE 506**

**AN ORDINANCE ADOPTING THE 2026 FEE SCHEDULE FOR THE CITY OF
SPRING LAKE PARK**

The City Council of the City of Spring Lake Park, Minnesota, ordains as follows:

Section 1. Adoption of Fee Schedule. The 2026 City Fee Schedule, as attached to this ordinance, is hereby adopted.

Section 2. Effective Date of Ordinance. This ordinance shall be effective January 1, 2026 after its final passage, approval and publication as provided by law.

PASSED AND ADOPTED BY THE SPRING LAKE PARK COUNCIL this 1st day of
December 2025.

AYE NAY ABSENT ABSTAIN

Councilmember Wendling
Councilmember Goodboe-Bisschoff
Councilmember Dircks
Councilmember Moran
Mayor Nelson

Presiding Officer

Attest

Robert Nelson, Mayor,
Spring Lake Park

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

EXHIBIT A

2025 CITY FEE SCHEDULE

City of Spring Lake Park

2026 Fee Schedule

1. Building Permit Fee – Valuation Table

Valuation	Permit Fee
\$1 to \$500	\$50.00
\$501 to \$2,000	\$28.00 for the first \$500 plus \$3.70 for each additional \$100 in value or fraction thereof; min. \$50.00
\$2,001 to \$25,000	\$83.50 for the first \$2,000 plus \$16.55 for each additional \$1,000 or fraction thereof
\$25,001 to \$50,000	\$464.15 for the first \$25,000 plus \$12.00 for each additional \$1,000 or fraction thereof
\$50,001 to \$100,000	\$764.15 for the first \$50,000 plus \$8.45 for each additional \$1,000 or fraction thereof
\$101,001 to \$500,000	\$1,186.65 for the first \$100,000 plus \$6.75 for each additional \$1,000 or fraction thereof
\$500,001 to \$1,000,000	\$3,886.65 for the first \$500,000 plus \$5.50 for each additional \$1,000 or fraction thereof.
\$1,000,001 and up	\$6,636.65 for the first \$1,000,000 plus \$5.00 for each additional \$1,000 or fraction thereof.

Pursuant to MN Rules Chapter 1300.0160, subpart 3, building permit valuations shall be set by the Building Official. For determining the permit valuation, the Building Official will use the supplied valuation with a minimum value as calculated by the current Building Valuation Data Table, published each May by the Department of Labor and Industry and other data, as needed, for projects not otherwise specified.

2. Electrical Permit Fee – Valuation Table

A. Commercial Electrical Permit

Valuation	Permit Fee
\$1 to \$1,000	\$50.00 per trip
\$1,001 to \$2,000	\$50.00 for the first \$1,000 plus \$3.25 for each additional \$100 or fraction thereof
\$2,001 to \$25,000	\$82.00 for the first \$2,000 plus \$14.85 for each additional \$1,000 or fraction thereof
\$25,001 to \$50,000	\$423.55 for the first \$25,000 plus \$10.70 for each additional \$1,000 or fraction thereof
\$50,001 to \$100,000	\$691.05 for the first \$50,000 plus \$7.45 for each additional \$1,000 or fraction thereof
\$100,001 to \$500,000	\$1,063.55 for the first \$100,000 plus \$6.00 for each additional \$1,000 or fraction thereof
\$500,001 to \$1,000,000	\$3,463.55 for the first \$500,000 plus \$5.10 for each additional \$1,000 or fraction thereof
\$1,000,001 and up	\$6,013.55 for the first \$1,000,000 plus \$4.00 for each \$1,000 or fraction thereof

Valuation	Permit Fee
Solar Fees:	
0kw to 5kw	\$90.00
5.1kw to 10kw	\$150.00
10.1kw to 20kw	\$225.00
20.1kw to 30kw	\$300.00
30.1kw to 50kw	\$375.00
40.01kw and larger	\$375.00 plus \$25.00 for each additional 10kw

B. Residential Electrical Permit (single family homes, apartments, condominiums)

Item	Fee
Residential Panel Replacement	\$110.00
Sub Panel	\$50.00
New Service or Power Supply (Circuits)	Add \$16.00 for each additional 100 amps
0 to 300 amp	\$55.00
400 amp	\$71.00
New Service or Power Supply (Feeders)	Add \$6.00 for each additional 100 amps
0 to 100 amp	\$9.00
101-200 amp	\$15.00
- Minimum permit fee is \$50.00 plus \$1.00 state surcharge. This is for one inspection only. Minimum fee for rough-in and final inspection is \$100.00 plus \$1.00 state surcharge. - Maximum fee for single family dwelling or townhouse not over 200 amps (no max if service is over 200 amps) is \$200.00 plus \$1.00 state surcharge. - Failed inspections are an additional \$50.00 each	
Apartment or Condominium Complex (Does not cover service, unit feeders or house panels)	\$90.00 per unit
Swimming Pool and Hot Tub	\$100.00 plus circuits at \$9 per circuit – includes 2 inspections
Addition/Remodel/Basement Finish	\$100.00 (includes up to 10 circuits and 2 inspections)
Residential Accessory Structure	Greater of \$55.00 for panel plus \$9 per circuit or \$100 for 2 inspections
Street and Parking Lot Lights	\$5 per standard
Transformers and Generators:	
Up to 10 kva	\$5.00
11 to 74 kva	\$45.00
75 to 299 kva	\$60.00
Over 299 kva	\$165.00
Retrofit Lighting	\$0.85 per fixture
Sign Transformer or Driver	\$9.00 per transformer
Low Voltage Fire Alarm, Low Voltage Heating and Air Conditioning Control Wiring	\$0.85 per device
Residing Jobs	\$50.00 first unit, \$35.00 for each additional unit
Reinspection Fee	\$50.00

Item	Fee
Solar Fees:	
0kw to 5kw	\$90.00
5.1kw to 10kw	\$150.00
10.1kw to 20kw	\$225.00
20.1kw to 30kw	\$300.00
30.1kw to 50kw	\$375.00
40.01kw and larger	\$375.00 plus \$25.00 for each additional 10kw
Electrical Inspection Fee: Furnace, Air Conditioning, Bath Fan, Fireplace or Receptacle for Water Heater Vent	\$40.00
• Refunds must be requested in writing. No refunds unless more than the minimum fee. Refunds are minus the City's 20% handling fee. • Permit fee is doubled if the work starts before the permit is issued. • Min. fee permits expire in 6 months; permits over the min. fee and up to \$250, expire in 1 year.	

3. Residential Permit Fees

Item	Fee
Maintenance Permit Fees (re-roof, re-side, re-door/garage door, re-window, if replacing existing opening)	Valuation based permit
Plumbing Permit Fees:	
Per Fixture Fee	\$75.00 plus \$9.00 per fixture after five (5) fixtures (includes each of any of the following: floor drains, toilets, bidets, sinks, hose bibs, laundry, dishwasher and/or refrigerator connections, water heater, whole-house humidifier, water softener, lawn irrigation system, shower, tub, sump pump, future rough-in fixture and water supply pipe replacement)
Lawn Irrigation System	\$60.00
Fixture Maintenance (replacing a previously existing fixture or appliance where only disconnecting and reconnecting of existing pipes or ducts is to be done)	\$60.00
Fire Suppression	Valuation based permit
Mechanical Permit Fees	
AC (only); Furnace (only); Air Exchanger; Sheet Metal/Duct Work; Gas Appliance (inc. Fireplace Insert) Gas, oil piping; Steam, hot water heating	\$50.00/unit; minimum fee \$100.00
Fire Place Masonry	Valuation based; building permit required
Fixture Maintenance (replacing a previously existing fixture or appliance where only disconnecting and reconnecting of existing pipes or ducts is to be done)	\$60.00

4. Commercial Permit Fees

Item	Fee
Plumbing	Valuation based; minimum fee \$95.00
Mechanical	Valuation based; minimum fee \$95.00
Gas line minimum (unless included with other mechanical work)	\$95.00
Irrigation system	Valuation based; minimum fee \$95.00
Fire Sprinkler Systems	Valuation based; building permit required
Fire Alarm Systems	Valuation based

5. Miscellaneous Permit Fees

Item	Fee
Billboards	\$250.00 per billboard side
Temporary Signs	\$35.00 per side per 14 day period Maximum of 3 permits or six weeks per year
Permanent Signs	\$75.00 for the first 40 square feet plus \$1.25 for each additional square foot thereafter
Fire Alarm Systems	\$100.00
Tank Installation (fuel, oil, gas, etc.)	Valuation based; no surcharge
Tank Removal (fuel, oil, gas, etc.)	Valuation based; no surcharge
Temporary Structures (Tents < 200 sq. ft.)	\$50.00
Moving Principal Structure	\$175.00 per building (plus \$1.00 surcharge)
Moving Accessory Structure (400 sq. ft. or less)	\$25.00
Moving Accessory Structure (< than 400 sq. ft.)	\$50.00 per building (plus \$1.00 surcharge)

6. State Surcharge

Valuation of Work	Surcharge Computation
\$1,000,000 or less	.0005 x valuation
\$1,000,000 to \$2,000,000	\$500 + .0004 x (Value - \$1,000,000)
\$2,000,000 to \$3,000,000	\$900 + .0003 x (Value - \$2,000,000)
\$3,000,000 to \$4,000,000	\$1,200 + .0002 x (Value - \$3,000,000)
\$4,000,000 to \$5,000,000	\$1,400 + .0001 x (Value - \$4,000,000)
Greater than \$5,000,000	\$1,500 + .00005 x (Value - \$5,000,000)
For fixed-fee permits	\$1.00 per permit (or .0005 of the permit fee if fee exceeds \$1,000).

7. Building Permit Related Fees (Commercial and Residential)

Item	Fee
Contractor Licenses	\$75.00 per Year State License
Contractor's License Verification Fee	\$5.00 per Permit
Investigation Fee (building, plumbing and electrical)	Equivalent to permit fee (when work commences without an approved permit)
Plan Review Fee	65% of permit fee for residential and commercial projects
Master Plan	When submittal documents for similar plans are approved, plan review fees shall not exceed 25% of normal building permit fee established and charged for same structure. Original structure plan review fee is 65% of permit fee
Review of State Approved Plans	25% of the Plan Review required by the adopted fee schedule (for orientation to the plans)
Residential Site Inspection (required for all new construction -- new homes, detached garages, accessory structures)	\$60.00
Commercial Site Inspection (required for all new construction – new buildings and accessory structures)	\$90.00
Fire Inspection Fee	\$75.00/hr.
Certificate of Occupancy fee	\$200.00 Commercial/Industrial Business \$150.00 Residential
Temporary Certificate of Occupancy – Escrow	\$500.00 – Residential \$1,000.00 – Commercial
Demolition –Commercial	Based on valuation; minimum \$250.00
Demolition – Residential	Based on valuation; minimum \$150.00
Exterior Structures:	
Driveway	\$60.00
Retaining Wall (under 4' in height)	\$60.00
Retaining Wall (over 4' in height)	Based on valuation
Fence (under 7' in height)	\$60.00
Fence (over 7' in height)	Based on valuation
Shed (under 200 square feet)	\$60.00
Shed (over 200 square feet)	Based on valuation
Seasonal Swimming Pools (over 24" and 5,000 gallons, installed entirely above grade and located in the same place in yard year after year)	\$80.00 (one time fee)
Permanent and In-ground Swimming Pools	Based on valuation
Pre-moved in single family dwelling	\$175.00 plus travel time and mileage from City Hall (as calculated by Google Maps)
Pre-moved in accessory structure	\$175.00 plus travel time and mileage from City Hall (as calculated by Google Maps)

Item	Fee
Connection fee – moved in structure (does not include foundation/interior remodel)	\$200.00
Connection fee – plumbing	\$50.00
Connection fee – mechanical	\$50.00
Manufactured home installation (does not include foundation/interior remodel)	\$200.00 plus connection fees (if applicable)
Site work for manufactured, prefab or moved in home (foundation, basement, etc)	Based on valuation

8. Plumbing Plan Review

Item	Fee
Plan Review Fees: Building, Fire Suppression and Fire Alarm Permits	65% of the building permit fee established under Section 1
Plan Review Fees: Commercial Mechanical Permits	10% of the permit fee when project valuation exceeds \$30,000
Plan Review Fees: Public, Commercial and Industrial Plumbing Permits:	
Systems with both water distribution and drain, waste and vent system and having:	
25 or fewer drainage fixture units	\$150.00
26 to 50 drainage fixture units	\$250.00
51 to 150 drainage fixture units	\$350.00
151 to 249 drainage fixture units	\$500.00
250 or more drainage fixture units	\$3.00 per drainage fixture unit; maximum of \$4,000
Interceptors, separators or catch basins	\$70.00 per interceptor, separator or catch basin
Building sewer service only	\$150.00
Building water service only	\$150.00
Building water distribution system only; no drainage system	\$5.00 per supply fixture unit or \$150.00, whichever is greater
Storm drainage system	\$minimum fee of \$150.00 or \$50.00 per drain opening, up to a maximum of \$500 and \$70 per interceptor, separator or catch basin design.
Manufactured home or campground	
1 to 25 sites	\$300.00
26 to 50 sites	\$350.00
51 to 125 sites	\$400.00
126 or more sites	\$500.00

Item	Fee
Revision of previously reviewed or incomplete plans:	
Review of plans for which the city has issued two or more requests for additional information, per review	\$100 per review or 10% of the original fee, whichever is greater
Proposer-requested revision with no increase in project scope	\$50.00 or 10% of the original fee, whichever is greater
Proposer-requested revision with an increase in project scope	\$50.00 plus the difference between the original project fee and the revised project fee.
If a permit applicant submits an application that requires plan review and decides not to proceed with the project after the plan review has been completed, the applicant shall pay the plan review fee. Where a plan review fee is performed and charged, the minimum plan review fee for all permits is \$50.00	

9. Other Inspections and Fees

Item	Fee
Re-inspection Fee	\$63.25
Inspections outside of normal business hours (will include travel time both ways – 2 hour min.)	\$63.25/hour
Inspections for which no fee is indicated; Miscellaneous and Special Services (1/2 hour minimum)	Building Official - \$95.00/hour
Additional Plan Review required by changes, additions, or revisions to approved plans (1/2 hour minimum)	Building Official - \$95.00/hour
Special Investigation Fee (work started without a permit)	100% of the permit fee
Duplicate permit card fee	\$25.00 – short card (8½ x 7) \$50.00 – long card (8½ x 14)
Lead Certification (for eligible construction) (contractor Lead Certification verification)	\$5.00
Permit Renewal (within 6 months of expiration)	50% of fee
Permit Renewal (> 6 months after expiration)	Valuation of remaining work; new permit required
Pre-Final inspection (new home/structure)	\$63.25
No Show Fee	\$63.25
Refunds	
Plan Review (if plan review has not begun)	100%
Plan Review (if plan review has started)	50%
Plan review (if plan review has been completed)	0%
Permit fee (if work not started) within 6 months of permit issuance	80%
Permit fee (if work has started)	0%
Maintenance permits	0%

10. Zoning/Development

Item	Fee
Comprehensive Plan Amendment	\$1,000.00/amendment plus \$1,500.00 escrow
Conditional Use Permit (CUP): R-1 District	\$200.00 plus \$300.00 Escrow
Conditional Use Permit (CUP) All other Districts	\$600.00 plus \$1,500.00 Escrow
Conditional Use Permit (CUP) Amendment	Same as CUP Fee
Concept Plan Review Fee	\$500.00 plus \$1,500.00 Escrow
Interim Use Permit (IUP): R-1 District	\$200.00 plus \$300.00 Escrow
Interim Use Permit (IUP): All other districts	\$600.00 plus \$1,500.00 Escrow
Park Dedication Fee – Commercial/Industrial	3% fair market of improved/unimproved land value or monetary fund by discretion of City.
Park Dedication Fee - Residential	\$2,725.00 per unit
Planned Unit Development (PUD)	\$1,000.00 plus \$1,500.00 Escrow
Planned Unit Development (PUD) Amendment	\$600.00 plus \$1,500.00 Escrow
Planned Unit Development (PUD) Refund Policy	All but \$100.00 of the permit fee can be refunded within 100 days of application if no work done.
Rezoning / Text Amendment	\$500.00 plus \$1,500.00 Escrow
Minor Subdivision & Lot Combination Fee	\$250.00 plus \$1,000.00 Escrow
Major Subdivision – Preliminary Plat	\$500.00 plus \$5,000.00 Escrow
Major Subdivision – Final Plat	\$500.00 plus \$1,000.00 Escrow
Variance: R-1 District	\$250.00 plus \$300.00 Escrow
Variance: All Other Districts	\$600.00 plus \$1,500.00 Escrow
Site Plan Review	\$500.00 plus \$1,500.00 Escrow
Street or Easement Vacation	\$250.00 per property
Zoning Letter	\$100.00

Applicants are responsible for all costs related to filing, reviewing, and processing development applications. Fees must be paid in escrow at submission or upon receipt of a City invoice. Costs may include consultant services, legal and engineering fees, public notices, materials, and staff time. A deposit may be required, and the applicant is responsible for any reasonable costs exceeding that amount. Park dedication fees must be paid with subdivision applications. Application fees are non-refundable.

11. Miscellaneous Fees

Item	Fee
Copy of City Code & Comp. Plan	\$150.00
Annual Financial Report	\$25.00
Adopted Annual Budget	\$25.00
Copy of any Code Chapter	\$10.00
Copy of Zoning Code	\$50.00
Capital Improvement Plan	\$10.00
Assessment Search Fee	\$25.00
Administrative Fee for Certification to Tax Roll	\$125.00/parcel

Item	Fee
Certified Copies	\$5.00 plus photocopy fee
Non-Resident Notary Fee	\$2.00
Photocopies per Page	\$.25 per sheet (8½ x 11; b/w) \$.50 per sheet (11 x 17; b/w) \$1.00 per sheet (8½ x 11; color) \$2.00 per sheet (11 x 17; color) \$4.00 per sheet (large plan sheet)
Filing Fee for Public Office	\$15.00 (no sales tax)
Insufficient Funds (NSF) checks/Credit Card Chargebacks	\$35.00
Mailed City Council Agendas	\$60.00/year

12. Police Administration

Item	Fee
Excess Alarm Fee – Police Calls/year	1 st – 3 rd No Charge; 4 th - \$75.00 5 th + - \$150.00 each
Excess Alarm Fee – Fire Calls/year	1 st – 2 nd No Charge 3 rd - \$75.00 Each after doubles the previous charge
Finger Printing	\$40.00/set
Digital Photos	\$30.00 plus costs
Digital Recordings	\$30.00
Electronic copies to Digital Media	\$50.00 per disc
Police Records Check/Clearance Letters/Certified Copies	\$5.00
Dangerous Dog Review Hearing	\$75.00

13. Administrative Offenses (Chapter 3)

A. Police Administrative Citations

Item	Fee 0-14 Days	Fee 15-31 Days	Reference
Animal Violations			
Dog Running at Large	\$75.00	\$90.00	§9.12.010, A(1)
Barking Dog	\$75.00	\$90.00	§9.12.010, A(3)
Noise Violations			
Prohibited Noises	\$50.00	\$65.00	§9.20.020, E(1)
Safety Violations			
Handicap Parking Violation	\$200.00	\$215.00	§7.04.010
Fire Lane Violation	\$50.00	\$65.00	§9.16
Parking Violations			
Seasonal Parking Restrictions	\$50.00	\$65.00	§7.08.020, E
Parking, Time Limit	\$50.00	\$65.00	§7.08.020, A

Item	Fee 0-14 Days	Fee 15-31 Days	Reference
Parking, Permit Violation	\$50.00	\$65.00	§7.08.010(A)
Commercial Vehicle on Public Street	\$50.00	\$65.00	§7.08.020, B
Impede Access to Driveway	\$50.00	\$65.00	§7.08.020, D(1)
Obstruct Mail Delivery	\$50.00	\$65.00	§7.08.020, D(2)
Parking with 10' of Fire Hydrant	\$50.00	\$65.00	§9.16

B. Code Enforcement

Item	Fee	Reference
Abandoned, Wrecked or Inoperable Vehicle	\$50.00	§9.04
Adult Use Cannabis Use in Park or Other Public Place	\$100.00	§11.48.080
All Terrain Vehicle (ATV) Violation	\$50.00	§7.04.030
Animals		
Dog/Cat Must be Vaccinated	\$75.00	§9.12.010
Dog/Cat Must be Licensed	\$75.00	§9.12.010
Building Code Violations	\$100.00	§12.04
Critical Water Deficiency Declaration Ordinance or Emergency Conservation Regulations Violation	warning letter - 1 st offense \$100.00 - 2 nd offense \$200.00 - 3 rd offense \$300.00 - 4 th + offense	§5.04.050/ §5.04.010
Deposit Debris onto Roadway	\$50.00 for 1 st offense, \$75.00 for 2 nd offense \$100.00 for 3 rd + offense	§9.04.010
Expired License Plates – Motorized Vehicle	\$50.00	§16.20.120
Fire Code Violations	\$100.00	§9.16
Fire Prevention Violations	\$50.00	§9.16
Fireworks Violations	\$100.00	§9.20.020
Flammable Products	\$100.00	§9.16
Garage Sale Violations	\$50.00	§11.04.02
General Municipal Water and Water Violations	\$50.00	§1.04.200
Housing Code Violations	\$100.00	§12
Illegal Garbage Dumping	\$100.00	§9.20.020
Inoperable Vehicles Parked on Street	\$50.00	§9.04.010
Intoxicating Beverages in Parks and Other Public Areas	\$50.00	§11.08.010
Junk or Debris	\$50.00	§9.20.020
Keys in Ignition	\$50.00	§7.01
License and Permit Violations	\$100.00	§1.04.200
License Plate/Tabs Missing – Motorized Vehicle	\$50.00	§16.20.120
Load Limit Violation	\$100.00	§7.04.020
Missing Address Numbers	\$50.00	§12.20
Outdoor Storage of Wood	\$50.00	§9.20.020
Park Hours Violation	\$50.00	§9.28.010

Item	Fee	Reference
Parking at Park After Park Hours	\$50.00	§9.28.010
Public Nuisances	\$50.00	§9.20.020
Regulated Business Activity	\$100.00	§1.04.200
Rental Code Violations	\$50.00/Unit	§12.16
Sign Code Violations	\$100.00	§16.24
Snowmobile Violation	\$50.00	§7.04.040
Bicycle Violation	\$25.00	§7.04.050
Subdivision Regulation	\$100.00	§14
Trespass	\$100.00	§11.04.010
Trucks Parking on Restricted Route	\$50.00	§7.08.020
Road Restriction Violation	\$100.00	§7.04.020
Waste Disposal Violations	\$50.00	§5.08
Weeds and Grass	\$50.00	§9.20.030
Zoning Code Violations	\$100.00	§16

14. Licenses

A. General Business Licenses

Item	Fee
Administrative Application Fee	\$50.00
Amusement Devices and Centers	\$15.00 per location plus \$15.00 per machine
Automobile Sales, New and Used	\$300.00/year
Amusement Rides, Carnivals, Circuses	\$130.00 for first day plus \$20.00 for each additional day
Boxing and Wrestling Processing Fee	Regulated by the State of Minnesota
Cigarette and Tobacco License Fee	\$150.00/year
Dance	\$100.00/year
Food Sales & Service Application Fee	\$100.00/Application
Garbage and Rubbish Hauler	\$50.00/1 st Truck & \$15.00 additional
Criminal Investigation Fee – General Business Licenses (first time applicants)	\$50.00
Sexually Oriented Business	
License Fee	\$10,000.00/yr
Initial Investigation Fee	\$1,500.00
Special Event Permit	\$100.00/event
Special Services Fee Escrow	125% of estimated cost for required City services/resources
Pawn Shops	
Non-Refundable Application Fee (includes cost of investigation)	New - \$500.00 Renewal - \$100.00
New Manager Investigation Fee	\$150.00
Annual License	\$6,250.00
Billable Transaction Fee	\$2,192.00/year
Performance Bond	\$5,000.00
Therapeutic Massage	

Item	Fee
Partnership/Corporation License	\$350.00 + \$200.00 - Background Check
Technician License	\$100.00 + \$100.00 - Background Check
Peddler/Transient Merchants	
Permits	Transient - \$100.00 + \$150.00 Escrow Peddlers - \$60.00/day, \$200.00/month, \$500.00/year
Investigation fee	\$10.00 investigation fee for each new peddler
I.D. Card	\$5.00/person
Criminal Investigation Fee – Peddler/Transient Merchant Licenses (first time applicants)	\$50.00

B. Liquor Licenses

Item	Fee
On-Sale Intoxicating	Class A - \$6,200.00/yr Class B - \$9,300.00/yr
On-Sale Wine	\$500.00/yr
On-Sale Malt Liquor/3.2 Beer	\$300.00/yr
Off-Sale Intoxicating	\$310.00/yr
Off-Sale 3.2% Malt Liquor	\$100.00/yr
Brewer Tap Room	\$400.00/yr
On-Sale Brewer Pub License	\$400.00/yr
Off-Sale Brewer Pub License	\$100.00/yr
Cocktail Room License	\$400.00/yr
Culinary Class Ltd. On-Sale Malt Liquor/Wine	\$300.00/yr
Consumption and Display – City Fee	\$250.00/yr
Club	\$300.00/yr
Sunday On Sale	\$200.00/yr
Two A.M. Closing Permit	\$100.00/yr
Liquor Licensing Investigation Fee	\$500.00 (in state) Actual cost not to exceed \$10,000 (out of state)
Temporary 3.2% Liquor License Fee	\$25.00/Event
Temporary Intoxicating Liquor License Fee	\$50.00/Event

C. Adult Use Cannabis

Item	Fee
Initial Retail Registration Fee	\$500.00 or half the amount of the initial state
Renewal Retail Registration Fee	\$1,000.00 or half the amount of a renewal state
Temporary Cannabis Event License	\$100.00
Lower Potency Hemp Edible Retailer	\$125.00/yr
Lower Potency Hemp Edible Retailer License	\$125.00/yr

D. Animals

Item	Fee
Spayed or neutered – Cats and Dogs	\$10.00/yr
Unsprayed or Unneutered – Cats and Dogs	\$25.00/yr
Duplicate tags	\$2.00 per tag
Dangerous Dog Registration	\$500.00/yr
Kennel – Residential	\$50.00/yr
Kennel – Commercial	\$100.00/yr
Criminal Background Check – Kennel License (first time applicant)	\$50.00
Impound Fee	1 st offense - \$75.00 plus Animal Hospital fees as outlined in Animal Control agreement 2 nd offense - \$125.00 plus Animal Hospital fees as outlined in Animal Control agreement 3 rd offense - \$175.00 plus Animal Hospital fees as outlined in Animal Control agreement 4 th and subsequent offense - \$325.00 plus Animal Hospital Fees as outlined in Animal Control agreement

E. Rental Housing

Item	Fee
Single Family	\$250.00
Duplex	\$325.00
Apartment	\$500.00 per Building plus \$50.00 per Unit
Reinspection Fee	\$150.00 after the 2 nd inspection
Revoked Rental Housing License Reinstatement Fee	Five (5) times the annual licensing fee
Excessive Consumption Fee: rental/non-rental	\$50.00 per incident
Conversion Fee	\$1,250.00 includes 1 st year registration fee
Late Conversion Fee	\$1,750.00

F. Vacant Property Licenses

Item	Fee
Residential Unit	\$200.00
Monitoring Fee	\$20.00 per visit

15. Facility Rental

A. Park Facilities¹

Item	Resident/Non Profit		Non-Resident	
	Half Day	Full Day	Half Day	Full Day
Able Park Building	\$100.00	\$200.00	\$150.00	\$250.00

¹ All park amenity rentals are taxable. Damage deposit required.

Item	Resident/Non Profit		Non-Resident	
	Half Day	Full Day	Half Day	Full Day
Able Park Hockey Rink	\$50.00	\$100.00	\$100.00	\$200.00
Able Park South Softball Field	\$25.00	\$50.00	\$50.00	\$75.00
Able Park North Softball Field	\$25.00	\$50.00	\$50.00	\$75.00
Able Park Picnic Shelter	\$25.00	\$50.00	\$50.00	\$75.00
Able Park Volleyball Court	\$10.00	\$20.00	\$20.00	\$40.00
Sanburnol Park No. Softball Field	\$25.00	\$50.00	\$50.00	\$75.00
Sanburnol Park So. Softball Field	\$25.00	\$50.00	\$50.00	\$75.00
Lakeside Softball Field	\$25.00	\$50.00	\$50.00	\$75.00
Lakeside Volleyball Court	\$10.00	\$20.00	\$20.00	\$40.00
Terrace Park East Softball Field	\$25.00	\$50.00	\$50.00	\$75.00
Terrace Park West Softball Field	\$25.00	\$50.00	\$50.00	\$75.00
Terrace Park Pickleball Court	\$10.00	\$20.00	\$15.00	\$25.00
Terrace Park Volleyball Court	\$10.00	\$20.00	\$15.00	\$25.00
Terrace Park East Picnic Shelter	\$25.00	\$50.00	\$50.00	\$75.00
Terrace Park West Picnic Shelter	\$25.00	\$50.00	\$50.00	\$75.00
Terrace Park Hockey Rink	\$50.00	\$100.00	\$100.00	\$200.00
Terrace Park Football Field	\$50.00	\$100.00	\$100.00	\$200.00
Triangle Park Gazebo	\$25.00	\$50.00	\$50.00	\$75.00
Westwood Softball Field	\$25.00	\$50.00	\$50.00	\$75.00
Westwood Park Picnic Shelter	\$10.00	\$20.00	\$20.00	\$40.00

Item	Fee
Athletic Field Use by Youth Sports Teams	\$12.00 per rostered player per sports season
Field Lined	\$35.00
Damage Deposit	\$100.00

B. City Hall²

Item	Resident/Non-Profit		Non-Resident	
	Half Day	Full Day	Half Day	Full Day
Laddie Room (Mon-Fri)	\$75.00	\$100.00	\$100.00	\$125.00
Laddie Room (Sat-Sun)	\$125.00	\$175.00	\$175.00	\$225.00
Spring Room (Mon-Fri)	\$125.00	\$175.00	\$175.00	\$225.00
Spring Room (Sat-Sun)	\$175.00	\$225.00	\$225.00	\$275.00
Spring & Laddie Rooms (M-F)	\$150.00	\$175.00	\$175.00	\$200.00
Spring & Laddie Rooms (Sat-Sun)	\$225.00	\$225.00	\$225.00	\$275.00
City Hall Link (M-F) ³	\$50.00	\$75.00	\$75.00	\$100.00
City Hall Link (Sat-Sun)	\$75.00	\$100.00	\$100.00	\$125.00
Huddle Room (M-F)	\$20.00	\$25.00	\$25.00	\$35.00
Huddle Room (Sat-Sun)	\$35.00	\$40.00	\$40.00	\$50.00

² City Hall available for rent Monday-Friday, 9am and 10pm; Saturday-Sunday, 9am-10pm.

³ City Hall Link only available to rent evenings and Weekends

Item	Resident/Non-Profit		Non-Resident	
	Half Day	Full Day	Half Day	Full Day
City Hall A/V Package	\$50.00	\$50.00	\$50.00	\$50.00
Damage Deposit	\$100.00	\$100.00	\$100.00	\$100.00
Lost Key	\$50.00	\$50.00	\$50.00	\$50.00

16. Utility and Other Fees

A. Water

Item	Fee
Water Availability Charge (WAC)	\$1,700.00 /Unit (City determines # of units)
Water Connection/Disconnect and/or Demo	Residential - \$50.00
Water Connection Inspection Fee – New	\$50.00 (plus WAC)
Water Connection Inspection Fee – New	\$75.00 (plus WAC)
Connection and Reconnection Fee	\$125.00/Hour
Water Meter Installation Fee	3/4" – 1" meter - \$75.00
Water Meters and Parts	Cost plus 2%
Water General Repair/Inspection	\$75.00
Call out Fee	Regular Business Hours N/C – After Business
Estimated Water Meter Reading	1 st est. – \$25.00
Disconnect Tag Fee	\$25.00

B. Sanitary Sewer

Item	Fee
Sewer Access Charge (SAC)	\$2,485.00/Unit (M.C. determines no. of units)
SAC Administrative Fee	\$500.00/Unit (based on M.C. unit count)
Sewer Connection/Disconnection and/or Demo Inspection Fee	\$50.00 – Residential \$75.00 – Commercial
Sewer Hook-up Fee – New Only	\$145.00 (plus SAC)
Sewer General Repair/Inspection	\$75.00
Call out Fee	Regular Business Hours N/C – After Business Hours O.T. Fees apply (minimum \$100.00)

C. Street

Item	Fee
Load Limits Permit Fee	\$25.00/entry/truck
Street Opening Permit	\$150.00 permit fee plus \$1,000 Security Fee
Right of Way Permit (ROW) - Excavation Permit	\$150.00
ROW - Obstruction Permit	\$150.00
ROW - Excavation Hole Permit	\$150.00
ROW – Trench	\$70.00 per 100 feet
ROW – Emergency Hole	\$75.00

Item	Fee
ROW – Boring Holes	\$50.00 per hold
ROW Security Fee	Subject to the Discretion of the PW Director
Small Cell Wireless Fees	Maximum fee allowed under Statute

CITY OF SPRING LAKE PARK

RESOLUTION NO. 2025-43

**A RESOLUTION AUTHORIZING SUMMARY PUBLICATION OF ORDINANCE 506,
AN ORDINANCE ADOPTING THE 2026 FEE SCHEDULE FOR THE CITY OF
SPRING LAKE PARK**

WHEREAS, as authorized by Minnesota Statutes, Section 412.191, subd. 4, the City Council has determined that publication of the title and summary of Ordinance 506 will clearly inform the public of the intent and effect of the Ordinance; and

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

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Spring Lake Park, Minnesota that the following summary of Ordinance No. 506 is approved for publication:

“On December 1, 2025, the Spring Lake Park City Council approved Ordinance No. 506, entitled ‘An Ordinance Adopting the 2026 Fee Schedule for the City of Spring Lake Park’

The following is a summary of Ordinance No. 506, a copy of which is available in its entirety for review during regular office hours at the City of Spring Lake Park, 1301 81st Avenue NE, Spring Lake Park, MN, or for review on the City’s website, www.slpmn.org.

The Ordinance establishes the 2026 Fee Schedule for city licenses, permits, utility charges, administrative fines, facility rentals and other municipal services.

The ordinance will take effect upon publication in the City’s newspaper of record.”

The foregoing Resolution was moved for adoption by Councilmember .

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

And the following voted against the same:

Whereon the Mayor declared said Resolution duly passed and adopted the 1st day of December, 2025.

APPROVED BY:

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator



Memorandum

To: Mayor Nelson and Members of the City Council

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

Date: November 19, 2025

Subject: 2026 Public Utilities and Storm Water Budgets

Spring Lake Park's water, sewer, and stormwater systems operate as self-supporting enterprise funds. They are paid for through user fees, not property taxes. The 2026 combined utility budget continues this model and funds core operations, required maintenance, and state regulatory obligations.

The total proposed utility budget is \$2,391,397, covering all water, sanitary sewer, and stormwater activities. It supports daily system operations, testing and billing, compliance reporting, and ongoing capital reinvestment. The budget maintains reliable service and keeps the utilities financially stable without property tax support.

To sustain operations and capital funding, the utility rates shown below are proposed:

WATER CONSERVATION RATES - ALL PROPERTIES

The City of Spring Lake Park owns and operates water supply, treatment, distribution, and storage facilities that serve the city. Water rates are used for repair and maintenance of the city's municipal water system infrastructure.

Water Service Fee	\$20.42 per quarter, per water connection
MN Test Fee	\$3.81 per quarter, per water connection
Tier 1:	\$2.31 per 1,000 gallons, 0-9,000 gallons per quarter
Tier 2:	\$2.60 per 1,000 gallons, 9,001-18,000 gallons per quarter
Tier 3:	\$4.00 per 1,000 gallons, 18,001 to 27,000 gallons per quarter
Tier 4:	\$4.45 per 1,000 gallons, 27,001 to 36,000 gallons per quarter
Tier 5:	\$4.83 per 1,000 gallons, 36,001 to 45,000 gallons per quarter
Tier 6:	\$5.24 per 1,000 gallons, 45,001+ gallons per quarter

SEWER RATES - ALL PROPERTIES

Metropolitan Council Environmental Services (MCES), a division of the Metropolitan Council, owns and operates the facilities that process wastewater for the metropolitan area. MCES charges a fee to each city for wastewater treatment based on its share of wastewater treated by MCES. Sewer rates reflect this fee as well as funds required for the repair and maintenance of the City's municipal sanitary sewer infrastructure.

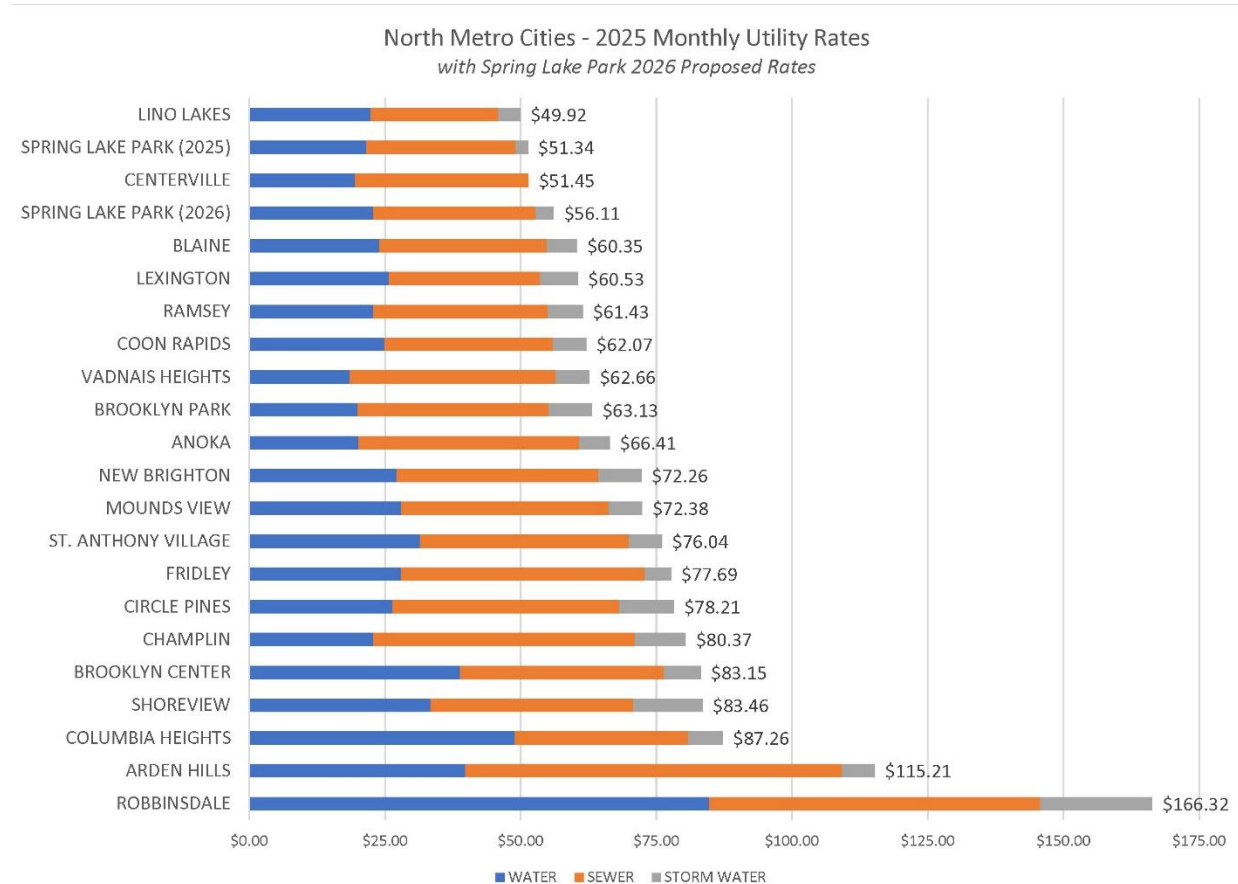
Single Family, Duplex, Townhouse & Similar Residential	\$89.91 /unit per quarter
Apartment, Mobile Home, Institutional, Commercial, & Industrial	\$89.91 per quarter per unit for 18,000 gallons and \$5.62 per 1,000 gallons for all usage over 18,000 gallons

OTHER UTILITY BILL CHARGES

Storm Water Utility Fee	\$9.99 per quarter per residential equivalency factor (REF)
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With these rates, the cost of water, sanitary sewer and stormwater service will rise by \$4.77/month for a typical homeowner who utilizes 18,000 gallons of water per quarter.

Even with the proposed rate increases, the City's utility rates are very competitive with communities throughout the North Metro. The following chart compares the City's proposed 2026 rates with 2025 rates from communities across the North Metro.



Staff recommends the City Council approve the 2026 combined utility budget through adoption of Resolution No. 2025-42 and establish 2026 utility rates through Resolution No. 2025-41.

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

RESOLUTION NO. 2025-41

RESOLUTION ESTABLISHING 2026 UTILITY RATES FOR THE CITY OF SPRING LAKE PARK

WHEREAS, City staff has prepared a proposed budget for the Public Utilities Department for the 2026 fiscal year; and

WHEREAS, ongoing inflationary impacts on the public utilities fund necessitate an increase in revenues to maintain reliable and sustainable utility operations; and

WHEREAS, the proposed rates will meet the Public Utilities Department's operational and capital needs.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Spring Lake Park that the following utility rates are established, effective January 1, 2026.

WATER CONSERVATION RATES – ALL PROPERTIES

Administrative Base Rate:	\$20.42/quarter
Tier 1:	\$2.31/1,000 gallons for 0-9,000 gallons/quarter
Tier 2:	\$2.60/1,000 gallons for 9,001-18,000 gallons/quarter
Tier 3:	\$4.00/1,000 gallons for 18,001-27,000 gallons/quarter
Tier 4:	\$4.45/1,000 gallons for 27,001-36,000 gallons/quarter
Tier 5:	\$4.83/1,000 gallons for 36,001-45,000 gallons/quarter
Tier 6:	\$5.24/1,000 gallons for 45,001+ gallons/quarter

SEWER RATES – ALL PROPERTIES

Single Family, Duplex, Townhouse & Similar Residential	\$89.91/unit/quarter
Apartment, Mobile Home, Institutional, Commercial & Industrial	Minimum \$89.91/unit/quarter for 18,000 gallons and \$5.62/1,000 gallons for all usage over 18,000 gallons.

OTHER UTILITY BILL CHARGES

Recycling Fee	\$15.52/quarter/residential unit
Street Light Fee	\$ 4.37/quarter per water connection
Minnesota Water Test Fee	\$ 3.81/quarter per water connection
Storm Water Utility Fee	\$ 9.99/quarter per residential equivalency factor (REF)

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 1st day of December, 2025.

APPROVED BY:

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator

RESOLUTION NO. 2025-42

A RESOLUTION APPROVING THE 2026 PUBLIC UTILITIES BUDGET

WHEREAS, the City Administrator has submitted the proposed 2026 Public Utilities Budget covering the Water, Sewer, and Stormwater Utilities; and

WHEREAS, the City Council has reviewed the proposed revenues and expenditures for all public utility operations; and

WHEREAS, the Council finds that the proposed appropriations support the continued maintenance, operation, and financial stability of the City's utility systems.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Spring Lake Park, Minnesota, that the following 2026 Public Utilities Budget is hereby approved:

REVENUES:

Public Utilities Revenue	\$2,226,578
Stormwater Revenue	<u>\$ 164,819</u>
Total Revenues	\$2,391,397

EXPENDITURES:

Water Department	\$ 675,949
Water Treatment Plant	\$ 244,552
Sanitary Sewer Department	\$1,306,077
Stormwater Treatment	<u>\$ 164,819</u>
Total Expenditures	\$2,391,397

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 1st day of December, 2025.

APPROVED BY:

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator

BUDGET REPORT FOR CITY OF SPRING LAKE PARK

Calculations As of 12/31/2025

GL Number	Description	2023 Activity	2024 Activity	2025 Activity	2025 Amended Budget	2026 City Administrator	2026 Council Preliminary	2026 Council Final
Fund: 601 PUBLIC UTILITIES OPERATIONS								
Account Category: Estimated Revenues								
601.00000.34950	REFUNDS & REIMB	294.00	875.52	1,006.99	500.00	500.00	500.00	0.00
601.00000.36200	MISC REVENUES	23.00	0.00	0.00	0.00	0.00	0.00	0.00
601.00000.36201	SOLAR ENERGY CREDITS-XCEL	13,905.10	0.00	0.00	0.00	0.00	0.00	0.00
601.00000.36210	INTEREST EARNINGS	18,188.26	16,808.67	0.00	59,405.00	60,000.00	60,000.00	0.00
601.00000.37101	WATER COLLECTIONS	746,554.35	634,436.99	561,426.35	832,183.00	785,993.00	785,993.00	0.00
601.00000.37103	SALES TAX ADDED	0.00	0.00	8,810.87	6,200.00	8,000.00	8,000.00	0.00
601.00000.37104	PENALTIES/WATER	11,973.69	19,390.12	20,649.57	10,000.00	12,500.00	12,500.00	0.00
601.00000.37109	SAFE DRINKING WATER FEE	26,746.30	21,455.40	16,615.66	21,500.00	34,245.00	34,245.00	0.00
601.00000.37111	ADMINISTRATIVE CHARGE	205,838.44	167,406.24	133,110.63	168,180.00	195,145.00	195,145.00	0.00
601.00000.37149	WATER CONNECTION CHRГ-INTERES	321.65	77.97	96.23	0.00	0.00	0.00	0.00
601.00000.37150	WATER CONNECTION CHARGES-WAC	0.00	84.80	1,425.58	0.00	0.00	0.00	0.00
601.00000.37151	WATER RECONNECTION	513.74	250.69	0.00	0.00	0.00	0.00	0.00
601.00000.37170	WATER PERMITS	50.00	0.00	0.00	0.00	0.00	0.00	0.00
601.00000.37171	WATER PERMIT SURCHARGES	1.00	0.00	0.00	0.00	0.00	0.00	0.00
601.00000.37172	WATER METER SALES	1,228.59	1,311.83	2,438.04	1,500.00	1,500.00	1,500.00	0.00
601.00000.37174	INSTALL CHGS-NEW PERMITS	180.54	0.00	0.00	0.00	0.00	0.00	0.00
601.00000.37201	SEWER COLLECTIONS	1,079,039.11	929,406.80	832,933.13	1,000,654.00	1,110,195.00	1,110,195.00	0.00
601.00000.37204	PENALTIES-SEWER	18,311.19	20,912.77	24,785.32	12,500.00	15,000.00	15,000.00	0.00
601.00000.37250	SEWER CONNECTION CHARGES-SAC	139,160.00	218.88	3,685.66	0.00	0.00	0.00	0.00
601.00000.37251	SEWER CONNECTION CHRГ-INTERES	0.00	(993.13)	248.24	0.00	0.00	0.00	0.00
601.00000.37270	SEWER PERMITS	350.00	0.00	0.00	200.00	0.00	0.00	0.00
601.00000.37271	SEWER PERMIT SURCHARGES	1.00	0.00	0.00	0.00	0.00	0.00	0.00
601.00000.37273	SEWER HOOK-UP CHARGES	145.00	0.00	145.00	0.00	0.00	0.00	0.00
601.00000.39206	TRANSFER FROM RECYCLING FUND	3,000.00	3,510.00	0.00	3,500.00	3,500.00	3,500.00	0.00
Estimated Revenues		2,265,824.96	1,815,153.55	1,607,377.27	2,116,322.00	2,226,578.00	2,226,578.00	0.00
Account Category: Appropriations								
601.49400.41010	FULL TIME EMPLOYEES	132,744.10	128,619.93	114,047.44	154,225.00	161,348.00	161,348.00	0.00
PUBLIC WORKS DIRECTOR (0.17 FTE)						22,611.00	22,611.00	0.00
PUBLIC WORKS MAINTENANCE WORKER (1.25 FTE)						101,471.00	101,471.00	0.00
UTILITY BILLING CLERK (50%)						34,666.00	34,666.00	0.00
CERTIFICATION PAY						2,600.00	2,600.00	0.00
601.49400.41013	OVERTIME	2,649.05	2,475.71	2,805.65	8,500.00	5,500.00	5,500.00	0.00
601.49400.41020	ON CALL SALARIES	289.19	184.17	1,265.22	5,417.00	5,663.00	5,663.00	0.00
601.49400.41040	TEMPORARY EMPLOYEES	10,256.24	6,315.74	0.00	10,000.00	10,000.00	10,000.00	0.00
601.49400.41050	VACATION BUY BACK	1,282.18	1,646.04	0.00	2,500.00	2,500.00	2,500.00	0.00
601.49400.41210	PERA CONTRIBUTIONS-EMPLOYER	9,897.08	6,405.83	9,340.15	12,611.00	13,108.00	13,108.00	0.00
601.49400.41220	FICA/MC CONTRIBUTIONS-EMPLOYEE	10,516.06	9,584.74	9,344.02	13,820.00	14,135.00	14,135.00	0.00
601.49400.41300	HEALTH INSURANCE	19,389.54	17,728.46	19,615.28	26,878.00	32,899.00	32,899.00	0.00
601.49400.41313	LIFE INSURANCE	92.60	81.03	87.48	105.00	100.00	100.00	0.00
601.49400.41510	WORKERS COMPENSATION	5,745.73	8,002.61	7,125.10	6,643.00	8,133.00	8,133.00	0.00
PREMIUM						6,133.00	6,133.00	0.00
DEDUCTIBLE						2,000.00	2,000.00	0.00
601.49400.42000	OFFICE SUPPLIES	551.28	790.95	633.54	750.00	750.00	750.00	0.00
601.49400.42030	PRINTED FORMS	1,449.86	87.58	1,708.42	1,000.00	1,500.00	1,500.00	0.00
601.49400.42100	OPERATING SUPPLIES	1,969.25	1,746.20	995.61	1,250.00	1,200.00	1,200.00	0.00
601.49400.42120	MOTOR FUELS & LUBRICANTS	3,213.18	4,621.34	3,587.41	5,000.00	5,000.00	5,000.00	0.00
601.49400.42200	REPAIR & MAINTENANCE	90,983.18	93,830.15	63,055.41	80,000.00	85,000.00	85,000.00	0.00
HYDRANT CONVERSION								
WATER MAIN BREAKS								

BUDGET REPORT FOR CITY OF SPRING LAKE PARK

Calculations As of 12/31/2025

GL Number	Description	2023 Activity	2024 Activity	2025 Activity	2025 Amended Budget	2026 City Administrator	2026 Council Preliminary	2026 Council Final
Fund: 601 PUBLIC UTILITIES OPERATIONS								
Account Category: Appropriations								
WATER SYSTEM MAINTENANCE								
601.49400.42210	EQUIPMENT PARTS	1,191.62	4,363.40	1,279.52	2,500.00	2,500.00	2,500.00	0.00
SAME FROM 2025 PARTS FOR CHEM FEED						2,500.00	2,500.00	0.00
601.49400.42220	POSTAGE	1,978.58	2,783.07	2,705.32	2,500.00	3,000.00	3,000.00	0.00
601.49400.42221	TIRES	1,174.28	1,518.48	1,000.80	3,000.00	2,500.00	2,500.00	0.00
601.49400.42222	STREET REPAIRS	40,071.08	4,052.50	802.20	20,000.00	20,000.00	20,000.00	0.00
601.49400.42261	WATER TESTING	1,023.00	1,962.40	1,654.10	1,500.00	1,750.00	1,750.00	0.00
601.49400.42262	WATER METER & SUPPLIES	6,543.16	13,707.85	8,555.21	10,000.00	10,000.00	10,000.00	0.00
601.49400.42264	SAFE DRINKING WATER FEE	21,808.79	18,712.54	16,897.40	21,500.00	34,245.00	34,245.00	0.00
601.49400.42280	UNIFORM ALLOWANCE	845.44	875.02	1,068.51	1,377.00	1,600.00	1,600.00	0.00
601.49400.43010	AUDIT & ACCTG SERVICES	7,350.00	6,962.50	10,762.50	7,468.00	8,450.00	8,450.00	0.00
AUDIT						6,950.00	6,950.00	0.00
FINANCIAL SERVICES SUPPORT						1,500.00	1,500.00	0.00
601.49400.43030	ENGINEERING FEES	207.00	852.00	426.00	1,000.00	1,000.00	1,000.00	0.00
601.49400.43040	LEGAL FEES	0.00	0.00	0.00	0.00	300.00	300.00	0.00
601.49400.43210	TELEPHONE	735.32	764.78	609.61	1,145.00	1,145.00	1,145.00	0.00
601.49400.43310	TRAVEL EXPENSE	473.68	0.00	172.20	1,500.00	1,500.00	1,500.00	0.00
601.49400.43500	PRINTING & PUBLISHING	14,725.42	13,693.72	14,255.28	14,000.00	14,500.00	14,500.00	0.00
601.49400.43600	INSURANCE	19,182.74	21,355.65	22,938.35	20,000.00	25,000.00	25,000.00	0.00
601.49400.43870	WATER USAGE-CITY OF BLAINE	6,352.76	11,230.97	7,128.50	10,000.00	12,000.00	12,000.00	0.00
601.49400.44000	CONTRACTUAL SERVICE	16,013.51	20,064.19	1,891.72	8,500.00	9,000.00	9,000.00	0.00
I.T. SERVICES						5,000.00	5,000.00	0.00
SAFETY CONSULTANT						3,000.00	3,000.00	0.00
DRUG TESTING						1,000.00	1,000.00	0.00
601.49400.44050	MAINTENANCE AGREEMENTS	3,691.10	11,178.93	6,717.84	11,821.00	12,120.00	12,120.00	0.00
BS&A						4,585.00	4,585.00	0.00
GOPHER STATE ONE CALL						2,000.00	2,000.00	0.00
CATHODIC PROTECTION SERVICE						1,770.00	1,770.00	0.00
SCADA SYSTEM (66%)						765.00	765.00	0.00
METER READER SOFTWARE/EQUIPMENT SUPPORT						1,000.00	1,000.00	0.00
ARC GIS						2,000.00	2,000.00	0.00
601.49400.44300	CONFERENCE & SCHOOLS	2,100.00	1,235.00	1,299.69	2,050.00	2,700.00	2,700.00	0.00
BS&A CONFERENCE						1,250.00	1,250.00	0.00
MN RURAL WATER CONFERENCE						100.00	100.00	0.00
AWWA						500.00	500.00	0.00
CON-EXPO						500.00	500.00	0.00
MISCELLANEOUS TRAINING						350.00	350.00	0.00
601.49400.44330	DUES & SUBSCRIPTIONS	645.00	62.50	1,494.50	500.00	1,500.00	1,500.00	0.00
601.49400.44370	TAXES	11,738.52	6,394.35	14,568.19	12,600.00	12,000.00	12,000.00	0.00
DNR FEES (WELL PERMITS)						4,000.00	4,000.00	0.00
QUARTERLY SALES TAX						8,000.00	8,000.00	0.00
601.49400.47000	PERMANENT TRANSFERS OUT	150,332.00	203,875.00	0.00	178,569.00	152,303.00	152,303.00	0.00
TRANSFER TO GENERAL FUND						18,584.00	18,584.00	0.00
TRANSFER TO RENEWAL & REPLACEMENT						53,719.00	53,719.00	0.00
TRANSFER TO CITY HALL DEBT SERVICE FUND						80,000.00	80,000.00	0.00
601.49402.42100	OPERATING SUPPLIES	353.72	277.69	285.61	500.00	500.00	500.00	0.00
601.49402.42120	MOTOR FUELS & LUBRICANTS	2,000.00	0.00	0.00	3,000.00	3,000.00	3,000.00	0.00
601.49402.42160	CHEMICALS & CHEMICAL PROD	28,031.76	30,929.14	26,096.91	30,000.00	30,000.00	30,000.00	0.00
601.49402.42200	REPAIR & MAINTENANCE	15,895.17	21,681.56	2,308.51	20,000.00	20,000.00	20,000.00	0.00
601.49402.42210	EQUIPMENT PARTS	14,444.63	9,803.36	1,845.19	8,000.00	10,000.00	10,000.00	0.00

BUDGET REPORT FOR CITY OF SPRING LAKE PARK

Calculations As of 12/31/2025

GL Number	Description	2023 Activity	2024 Activity	2025 Activity	2025 Amended Budget	2026 City Administrator	2026 Council Preliminary	2026 Council Final
Fund: 601 PUBLIC UTILITIES OPERATIONS								
Account Category: Appropriations								
601.49402.43030	ENGINEERING FEES	103.50	0.00	0.00	1,000.00	1,000.00	1,000.00	0.00
601.49402.43500	PRINTING & PUBLISHING	0.00	0.00	0.00	300.00	300.00	300.00	0.00
601.49402.43600	INSURANCE	16,035.75	18,855.00	18,794.25	14,700.00	19,733.00	19,733.00	0.00
601.49402.43810	ELECTRIC UTILITIES	104,229.72	104,340.00	85,590.03	102,000.00	105,000.00	105,000.00	0.00
601.49402.43830	GAS UTILITIES	3,158.35	3,372.00	3,371.64	3,500.00	4,000.00	4,000.00	0.00
601.49402.44000	CONTRACTUAL SERVICE	0.00	5,631.77	2,285.49	2,000.00	4,000.00	4,000.00	0.00
ELECTRICIAN								
FILTER EVALUATION								
SECURITY CAMERA MAINTENANCE								
COMCAST								
601.49402.44370	TAXES	1,095.00	1,000.00	1,050.00	2,550.00	2,550.00	2,550.00	0.00
HAZARDOUS CHEMICAL INVENTORY FEE & PRESSURE VESSEL PERMIT (MN)						200.00	200.00	0.00
WTP PERMIT (MET COUNCIL)						650.00	650.00	0.00
STRENGTH CHARGE (MET COUNCIL)						1,700.00	1,700.00	0.00
601.49402.47000	PERMANENT TRANSFERS OUT	17,745.00	39,271.00	0.00	25,485.00	44,469.00	44,469.00	0.00
TRANSFER TO RENEWAL & REPLACEMENT FUND						44,469.00	44,469.00	0.00
601.49450.41010	FULL TIME EMPLOYEES	132,637.11	127,174.56	114,035.33	154,224.00	161,347.00	161,347.00	0.00
PUBLIC WORKS DIRECTOR (0.17 FTE)						22,611.00	22,611.00	0.00
PUBLIC WORKS MAINTENANCE (1.25 FTE)						101,471.00	101,471.00	0.00
UTILITY BILLING CLERK (50%)						34,665.00	34,665.00	0.00
CERTIFICATION PAY						2,600.00	2,600.00	0.00
601.49450.41013	OVERTIME	2,649.12	2,475.19	2,804.27	8,500.00	5,500.00	5,500.00	0.00
601.49450.41020	ON CALL SALARIES	289.21	184.22	1,264.85	5,417.00	5,417.00	5,417.00	0.00
601.49450.41040	TEMPORARY EMPLOYEES	10,256.26	6,315.51	0.00	10,000.00	10,000.00	10,000.00	0.00
601.49450.41050	VACATION BUY BACK	1,389.45	1,645.92	0.00	2,500.00	2,500.00	2,500.00	0.00
601.49450.41210	PERA CONTRIBUTIONS-EMPLOYER	9,573.72	9,046.23	9,336.93	12,799.00	13,108.00	13,108.00	0.00
601.49450.41220	FICA/MC CONTRIBUTIONS-EMPLOYEE	10,516.60	9,583.25	9,340.85	13,820.00	14,135.00	14,135.00	0.00
601.49450.41300	HEALTH INSURANCE	19,390.32	17,726.31	19,611.51	28,084.00	32,899.00	32,899.00	0.00
601.49450.41313	LIFE INSURANCE	92.65	80.36	86.19	100.00	100.00	100.00	0.00
601.49450.41510	WORKERS COMPENSATION	6,010.49	9,048.28	6,561.11	10,147.00	10,555.00	10,555.00	0.00
PREMIUM						8,555.00	8,555.00	0.00
DEDUCTIBLE						2,000.00	2,000.00	0.00
601.49450.42000	OFFICE SUPPLIES	200.00	0.00	41.08	500.00	500.00	500.00	0.00
601.49450.42030	PRINTED FORMS	1,449.86	0.00	1,708.43	1,600.00	1,600.00	1,600.00	0.00
UTILITY BILLS & ENVELOPES								
SPECIAL NOTICES, RADIO INSTALL FORMS								
601.49450.42100	OPERATING SUPPLIES	952.30	365.42	0.00	500.00	500.00	500.00	0.00
601.49450.42120	MOTOR FUELS & LUBRICANTS	3,213.11	4,621.16	3,587.28	4,000.00	4,000.00	4,000.00	0.00
601.49450.42200	REPAIR & MAINTENANCE	1,762.42	14,899.25	2,049.56	15,000.00	15,000.00	15,000.00	0.00
TOOLS								
RPZ TESTING								
LOAD BANK TESTING (GENERATOR)								
601.49450.42210	EQUIPMENT PARTS	8,264.86	1,159.78	1,183.93	6,000.00	6,000.00	6,000.00	0.00
601.49450.42220	POSTAGE	1,538.56	2,351.74	2,096.37	2,500.00	2,500.00	2,500.00	0.00
601.49450.42221	TIRES	1,174.28	0.00	0.00	3,000.00	3,000.00	3,000.00	0.00
601.49450.42222	STREET REPAIRS	0.00	0.00	0.00	3,000.00	3,000.00	3,000.00	0.00
601.49450.42262	WATER METER & SUPPLIES	7,398.58	0.00	0.00	5,000.00	5,000.00	5,000.00	0.00
601.49450.42280	UNIFORM ALLOWANCE	845.45	874.98	1,068.26	1,377.00	1,550.00	1,550.00	0.00
601.49450.43010	AUDIT & ACCTG SERVICES	7,350.00	6,962.50	10,762.50	7,468.00	8,450.00	8,450.00	0.00
AUDIT						6,950.00	6,950.00	0.00

BUDGET REPORT FOR CITY OF SPRING LAKE PARK

Calculations As of 12/31/2025

GL Number	Description	2023 Activity	2024 Activity	2025 Activity	2025 Amended Budget	2026 City Administrator	2026 Council Preliminary	2026 Council Final
Fund: 601 PUBLIC UTILITIES OPERATIONS								
Account Category: Appropriations								
FINANCIAL SERVICES SUPPORT						1,500.00	1,500.00	0.00
601.49450.43030	ENGINEERING FEES	161.00	905.25	0.00	1,000.00	1,000.00	1,000.00	0.00
601.49450.43040	LEGAL FEES	0.00	0.00	0.00	300.00	300.00	300.00	0.00
601.49450.43210	TELEPHONE	824.75	764.88	609.63	875.00	875.00	875.00	0.00
601.49450.43310	TRAVEL EXPENSE	306.00	0.00	0.00	1,500.00	500.00	500.00	0.00
601.49450.43500	PRINTING & PUBLISHING	0.00	0.00	0.00	300.00	300.00	300.00	0.00
601.49450.43600	INSURANCE	19,953.73	21,179.65	22,718.35	22,950.00	24,100.00	24,100.00	0.00
601.49450.43810	ELECTRIC UTILITIES	5,839.19	5,797.23	5,076.29	6,000.00	6,250.00	6,250.00	0.00
601.49450.43840	METRO WASTE CONTROL	582,561.84	626,278.17	602,191.48	656,936.00	646,215.00	646,215.00	0.00
601.49450.44000	CONTRACTUAL SERVICE	13,647.51	7,047.79	4,533.72	9,500.00	10,000.00	10,000.00	0.00
I.T. SERVICES						5,000.00	5,000.00	0.00
SAFETY CONSULTANT						2,500.00	2,500.00	0.00
DRUG TESTING						1,000.00	1,000.00	0.00
LOAD BANK TESTING (GENERATOR)						750.00	750.00	0.00
MISCELLANEOUS						750.00	750.00	0.00
601.49450.44050	MAINTENANCE AGREEMENTS	3,691.11	10,320.86	6,292.81	10,037.00	9,995.00	9,995.00	0.00
BS&A						4,585.00	4,585.00	0.00
GOPHER STATE ONE CALL						2,000.00	2,000.00	0.00
SCADA SYSTEM (33%)						450.00	450.00	0.00
METER PROGRAM SOFTWARE/EQUIPMENT SUPPORT						660.00	660.00	0.00
ARC GIS						2,000.00	2,000.00	0.00
GPS/GIS SOFTWARE SUPPORT						300.00	300.00	0.00
601.49450.44300	CONFERENCE & SCHOOLS	3,635.00	1,601.23	398.38	2,000.00	1,500.00	1,500.00	0.00
BS&A ENGAGE CONFERENE						1,500.00	1,500.00	0.00
MN RURAL WATER CONFERENCE								
AWWA								
CON-EXPO								
MISC. TRAINING								
601.49450.44330	DUES & SUBSCRIPTIONS	200.00	62.50	1,069.50	300.00	300.00	300.00	0.00
601.49450.44390	MISCELLANEOUS	0.00	2.07	0.00	250.00	9,193.00	9,193.00	0.00
601.49450.44450	RESERVE CAPACITY CHARGES	136,382.68	(550.99)	4,413.18	12,425.00	12,425.00	12,425.00	0.00
601.49450.47000	PERMANENT TRANSFERS OUT	178,230.00	246,333.00	0.00	223,149.00	276,463.00	276,463.00	0.00
TRANSFER TO GENERAL FUND						43,363.00	43,363.00	0.00
TRANSFER TO RENEWAL AND REPLACEMENT						153,100.00	153,100.00	0.00
TRANSFER TO CITY HALL DEBT SERVICE FUND						80,000.00	80,000.00	0.00
Appropriations		1,974,691.28	1,997,183.15	1,324,307.59	2,116,322.00	2,226,578.00	2,226,578.00	0.00
Fund 601 - PUBLIC UTILITIES OPERATIONS:								
TOTAL ESTIMATED REVENUES		2,265,824.96	1,815,153.55	1,607,377.27	2,116,322.00	2,226,578.00	2,226,578.00	0.00
TOTAL APPROPRIATIONS		1,974,691.28	1,997,183.15	1,324,307.59	2,116,322.00	2,226,578.00	2,226,578.00	0.00
NET OF REVENUES & APPROPRIATIONS:		291,133.68	(182,029.60)	283,069.68	0.00	0.00	0.00	0.00
		12.85%	-10.03%	17.61%	0.00%	0.00%	0.00%	0.00%

BUDGET REPORT FOR CITY OF SPRING LAKE PARK

Calculations As of 12/31/2025

GL Number	Description	2023 Activity	2024 Activity	2025 Activity	2025 Amended Budget	2026 City Administrator	2026 Council Preliminary	2026 Council Final
Fund: 603 STORMWATER UTILITY								
Account Category: Estimated Revenues								
603.00000.36200	MISC REVENUES	20,254.83	0.00	0.00	0.00	0.00	0.00	0.00
603.00000.36210	INTEREST EARNINGS	5,431.82	7,606.70	0.00	1,172.00	2,500.00	2,500.00	2,500.00
603.00000.36504	STORMWATER COLLECTION	122,834.60	103,033.41	81,695.48	109,106.00	160,819.00	160,819.00	160,819.00
603.00000.36506	STORMWATER PENALTIES	1,893.56	2,178.03	2,441.54	1,000.00	1,500.00	1,500.00	1,500.00
	Estimated Revenues	150,414.81	112,818.14	84,137.02	111,278.00	164,819.00	164,819.00	164,819.00
Account Category: Appropriations								
603.49785.41010	FULL TIME EMPLOYEES	15,149.83	12,908.67	18,838.54	22,059.00	27,488.00	27,488.00	27,488.00
	PUBLIC WORKS DIRECTOR (0.10 FTE)					13,301.00	13,301.00	13,301.00
	ACCOUNTING CLERK (0.20 FTE)					14,187.00	14,187.00	14,187.00
603.49785.41050	VACATION BUY BACK	456.32	237.30	0.00	1,000.00	1,000.00	1,000.00	1,000.00
603.49785.41210	PERA CONTRIBUTIONS-EMPLOYER	1,094.63	782.58	1,455.48	1,655.00	2,137.00	2,137.00	2,137.00
603.49785.41220	FICA/MC CONTRIBUTIONS-EMPLOYEE	1,158.63	794.81	1,450.27	1,688.00	2,180.00	2,180.00	2,180.00
603.49785.41230	MN PAID LEAVE	0.00	0.00	0.00	0.00	0.00	109.00	109.00
603.49785.41300	HEALTH INSURANCE	1,945.55	1,362.58	2,804.27	3,178.00	4,339.00	4,339.00	4,339.00
603.49785.41313	LIFE INSURANCE	6.39	73.54	10.96	13.00	16.00	16.00	16.00
603.49785.41510	WORKERS COMPENSATION	0.00	288.15	856.21	585.00	1,709.00	1,709.00	1,709.00
	DEDUCTIBLE					1,000.00	1,000.00	1,000.00
	PREMIUM					709.00	709.00	709.00
603.49785.42200	REPAIR & MAINTENANCE	6,529.88	17,402.07	2,001.18	24,000.00	25,000.00	20,000.00	20,000.00
603.49785.42280	UNIFORM ALLOWANCE	84.38	0.00	82.52	150.00	200.00	300.00	300.00
603.49785.43030	ENGINEERING FEES	2,470.00	4,558.99	16,118.90	4,000.00	15,000.00	10,000.00	10,000.00
603.49785.43040	LEGAL FEES	0.00	0.00	0.00	500.00	500.00	500.00	500.00
603.49785.43310	TRAVEL EXPENSE	180.00	0.00	0.00	250.00	250.00	200.00	200.00
603.49785.43500	PRINTING & PUBLISHING	53.75	0.00	735.25	1,000.00	0.00	0.00	0.00
603.49785.44000	CONTRACTUAL SERVICE	38,701.31	25,240.63	61,255.86	11,200.00	25,000.00	29,650.00	29,650.00
	MISCELLANEOUS					13,500.00	13,050.00	13,050.00
	PRAIRIE RESTORATIONS					0.00	5,100.00	5,100.00
	COON CREEK WATERSHED COST SHARE					11,500.00	11,500.00	11,500.00
603.49785.44389	CONTINGENCY FUND	0.00	0.00	0.00	0.00	0.00	691.00	691.00
603.49785.45000	CAPITAL OUTLAY	0.00	103,304.85	79,225.00	40,000.00	60,000.00	64,500.00	64,500.00
	Appropriations	67,830.67	166,954.17	184,834.44	111,278.00	164,819.00	164,819.00	164,819.00
Fund 603 - STORMWATER UTILITY:								
	TOTAL ESTIMATED REVENUES	150,414.81	112,818.14	84,137.02	111,278.00	164,819.00	164,819.00	164,819.00
	TOTAL APPROPRIATIONS	67,830.67	166,954.17	184,834.44	111,278.00	164,819.00	164,819.00	164,819.00
	NET OF REVENUES & APPROPRIATIONS:	82,584.14	(54,136.03)	(100,697.42)	0.00	0.00	0.00	0.00
		54.90%	-47.99%	-119.68%	0.00%	0.00%	0.00%	0.00%



Memorandum

To: Mayor Nelson and Members of the City Council

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

Date: November 7, 2025

Subject: 2026 Proposed Recycling Budget

The proposed 2026 Recycling Fund budget maintains a balanced position with projected revenues of \$253,988 and total appropriations of \$252,632, resulting in a modest surplus of \$1,356.

To maintain cost recovery, the quarterly recycling fee will increase from \$13.60 to \$14.28 per household. This adjustment offsets rising program costs while continuing to fund ongoing cleanup and community recycling events.

The most significant expenditure change is a 5% increase in contractual recycling services, reflecting higher hauling and processing costs under the City's recycling contract. Personnel expenses and interfund transfers also see small adjustments consistent with standard inflationary growth and cost allocations.

The proposed budget ensures continued financial stability for the City's recycling operations while sustaining service levels and compliance with Anoka County recycling goals.

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

BUDGET REPORT FOR CITY OF SPRING LAKE PARK

Calculations As of 12/31/2025

GL Number	Description	2023 Activity	2024 Activity	2025 Activity	2025 Amended Budget	2026 City Administrator	2026 Council Preliminary	2026 Council Final
Fund: 230 RECYCLING FUND								
Account Category: Estimated Revenues								
230.00000.33425	ANOKA CTY LANDFILL	60,139.00	61,350.00	0.00	61,070.00	60,867.00	60,867.00	60,867.00
230.00000.34950	REFUNDS & REIMB	0.00	0.00	0.00	1,200.00	1,000.00	1,000.00	1,000.00
230.00000.36210	INTEREST EARNINGS	2,082.35	3,848.71	0.00	534.00	1,000.00	1,000.00	1,000.00
230.00000.36506	STORMWATER PENALTIES	0.00	329.00	0.00	0.00	0.00	0.00	0.00
230.00000.37601	RECYCLING COLLECTIONS	201,303.20	162,905.44	136,584.71	180,297.00	187,481.00	187,481.00	187,481.00
230.00000.37604	RECYCLING PENALTIES	3,285.31	3,452.40	4,184.43	3,431.00	3,640.00	3,640.00	3,640.00
Estimated Revenues		266,809.86	231,885.55	140,769.14	246,532.00	253,988.00	253,988.00	253,988.00
Account Category: Appropriations								
230.47660.41010	FULL TIME EMPLOYEES	24,660.52	27,736.30	26,438.14	32,446.00	35,638.00	35,638.00	35,638.00
ACCOUNTING CLERK/RECYCLING COORDINATOR (49%)								
230.47660.41050	VACATION BUY BACK	0.00	0.00	0.00	500.00	685.00	685.00	685.00
230.47660.41210	PERA CONTRIBUTIONS-EMPLOYER	1,847.41	1,783.26	2,044.35	2,434.00	2,724.00	2,724.00	2,724.00
230.47660.41220	FICA/MC CONTRIBUTIONS-EMPLOYEE	1,824.30	1,765.79	2,024.79	2,482.00	2,778.00	2,778.00	2,778.00
230.47660.41300	HEALTH INSURANCE	3,592.64	3,540.80	4,092.56	6,488.00	5,021.00	5,021.00	5,021.00
230.47660.41313	LIFE INSURANCE	22.12	19.92	21.37	26.00	26.00	26.00	26.00
230.47660.41510	WORKERS COMPENSATION	0.00	46.44	154.18	226.00	160.00	160.00	160.00
230.47660.42000	OFFICE SUPPLIES	0.00	0.00	144.99	150.00	150.00	150.00	150.00
230.47660.42100	OPERATING SUPPLIES	0.00	180.12	416.78	125.00	350.00	350.00	350.00
230.47660.42220	POSTAGE	1,437.45	353.23	350.00	500.00	500.00	500.00	500.00
230.47660.43310	TRAVEL EXPENSE	62.88	25.73	0.00	150.00	100.00	100.00	100.00
230.47660.43500	PRINTING & PUBLISHING	2,284.40	2,135.00	700.00	2,500.00	2,000.00	2,000.00	2,000.00
230.47660.44000	CONTRACTUAL SERVICE	112,246.77	147,203.87	106,593.39	144,305.00	149,900.00	149,900.00	149,900.00
230.47660.44002	CLEAN-UP & YARD WASTE	23,924.20	27,306.54	15,350.65	40,000.00	35,000.00	35,000.00	35,000.00
230.47660.44011	RECYCLING COMMUNITY EVENTS	7,221.13	5,272.34	6,893.50	8,500.00	8,500.00	8,500.00	8,500.00
230.47660.44330	DUES & SUBSCRIPTIONS	0.00	0.00	0.00	100.00	100.00	100.00	100.00
230.47660.44389	CONTINGENCY FUND	0.00	0.00	0.00	0.00	900.00	900.00	900.00
230.47660.44390	MISCELLANEOUS	0.00	0.00	0.00	100.00	100.00	100.00	100.00
230.47660.45000	CAPITAL OUTLAY	11,634.20	0.00	0.00	0.00	0.00	0.00	0.00
230.47660.47000	PERMANENT TRANSFERS OUT	6,500.00	7,500.00	0.00	5,500.00	8,000.00	8,000.00	8,000.00
TRANSFER TO GENERAL FUND						4,500.00	4,500.00	4,500.00
TRANSFER TO PUBLIC UTILITIES FUND						3,500.00	3,500.00	3,500.00
Appropriations		197,258.02	224,869.34	165,224.70	246,532.00	252,632.00	252,632.00	252,632.00
Fund 230 - RECYCLING FUND:								
TOTAL ESTIMATED REVENUES		266,809.86	231,885.55	140,769.14	246,532.00	253,988.00	253,988.00	253,988.00
TOTAL APPROPRIATIONS		197,258.02	224,869.34	165,224.70	246,532.00	252,632.00	252,632.00	252,632.00
NET OF REVENUES & APPROPRIATIONS:		69,551.84	7,016.21	(24,455.56)	0.00	1,356.00	1,356.00	1,356.00
		26.07%	3.03%	-17.37%	0.00%	0.53%	0.53%	0.53%



Memorandum

To: Mayor Nelson and Members of the City Council

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

Date: November 21, 2025

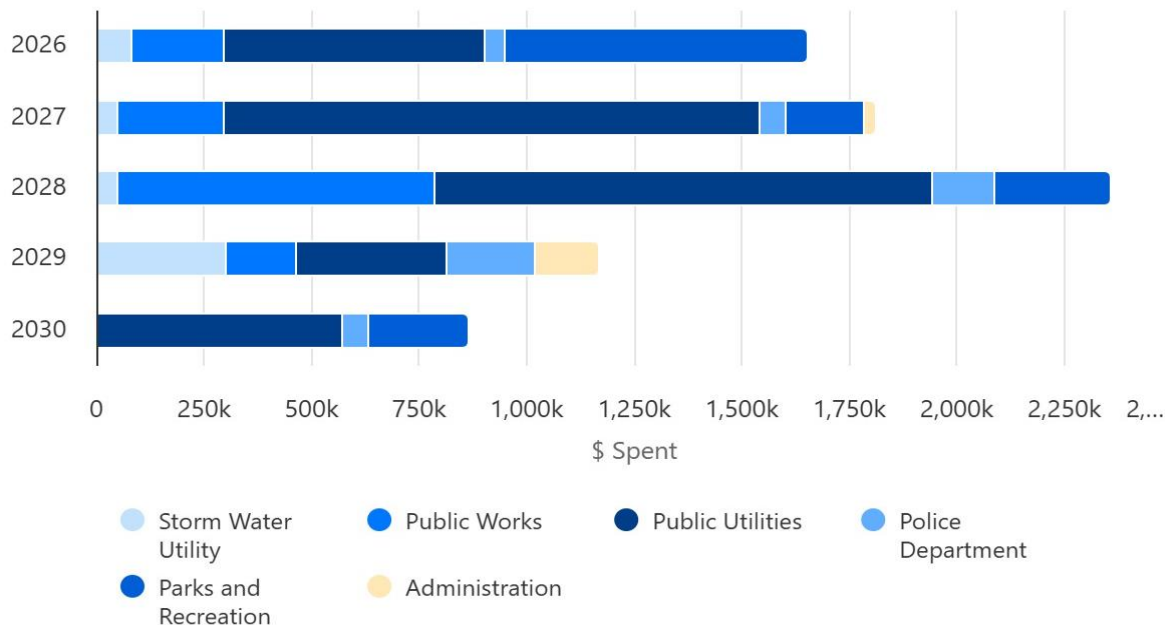
Subject: 2026-2030 Capital Improvement Plan

The City updates its five-year Capital Improvement Plan (CIP) annually. The CIP is a planning document, not a spending authorization. It serves as a roadmap for future investment in the City's infrastructure, facilities, and equipment. Individual projects are brought forward for Council approval through the annual budget process or by separate Council action when required.

The plan supports the City's long-term goals to:

- Maintain and reinvest in essential infrastructure, including streets, water, sewer, and stormwater systems.
- Replace critical equipment on established life cycles to reduce maintenance costs and downtime.
- Enhance community amenities through reinvestment in parks and public facilities.
- Align project timing with available funding sources to maintain financial stability

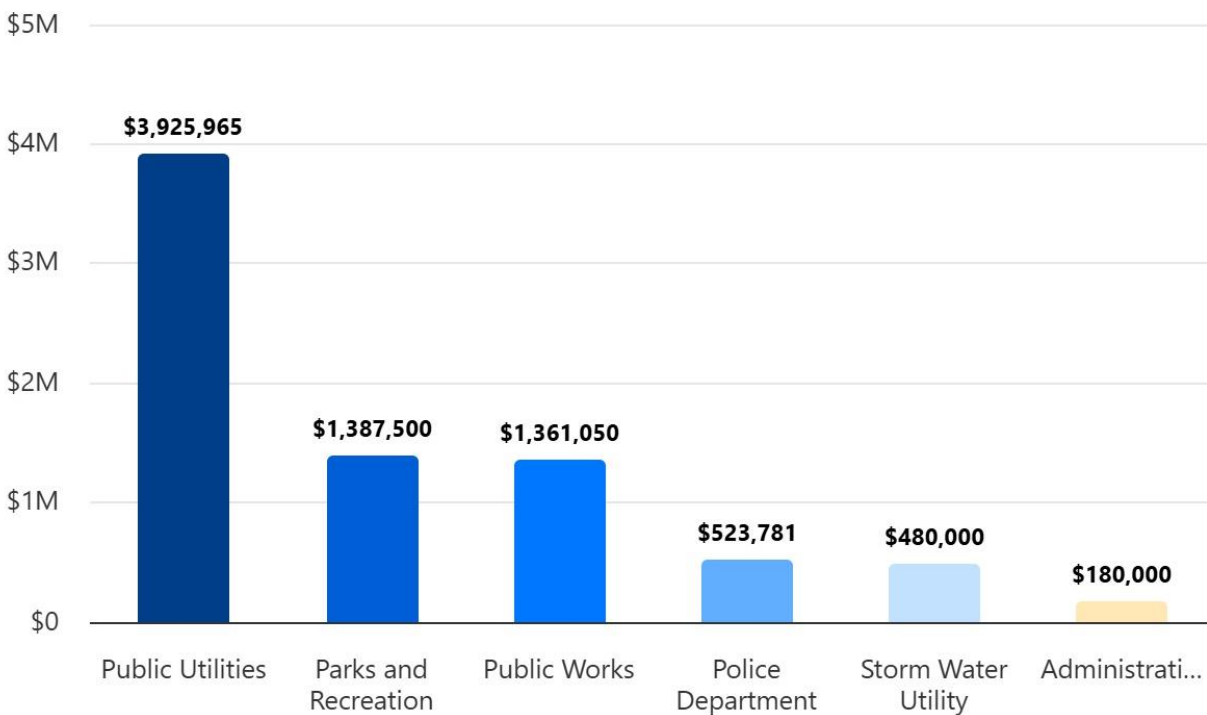
The proposed 2026-2030 CIP identifies over \$7.86 million in proposed capital improvements across all departments.



The plan continues the City's focus on core infrastructure, facility maintenance, and equipment replacement. Major investments include ongoing street and utility improvements, painting of both City water towers, and renewal of wells, mains, and meters to ensure long-term system reliability. Public Works equipment replacements—such as a dump truck and sidewalk maintenance unit—will improve operational efficiency and service reliability.

In Parks and Recreation, the plan proposes reconstruction of the Terrace Park building, rink and lighting upgrades, and future playground replacements at Sanburnol and Westwood Parks. The Police Department's schedule maintains fleet, radio, and equipment replacements that support effective public safety operations. Administrative investments include technology and copier replacements to maintain secure and efficient citywide operations.

A breakdown by Department is shown below:



City Council reviewed the 2026-2030 Capital Improvement Plan at its November 3, 2025 work session and recommended the plan be brought forward for adoption at the December 1, 2025 City Council meeting.

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

City of Spring Lake Park Capital Improvement Plan



2026-2030





CITY OF SPRING LAKE PARK 2026-2030 CAPITAL IMPROVEMENT PLAN

TABLE OF CONTENTS

Administrative Summary	
Expenditures and Sources Summary	3
Project Detail Reports (sorted by Department)	
Administration	5
Parks and Recreation	7
Police Department	17
Public Utilities	22
Public Works	37
Storm Water Utility	47
Sources and Uses Summary	50
Glossary	53

Capital Improvement Plan

Spring Lake Park, MN

Administrative Summary

Visions and Goals

The Capital Improvement Plan (CIP) is a five-year plan to provide and maintain public facilities and infrastructure for the citizens and businesses of Spring Lake Park, balanced against the constraints of available resources.

Capital improvements are the projects that require the expenditure of public funds for the acquisition, construction or replacement of the infrastructure necessary for communities. Capital planning is critical to the continuation of essential public services, as well as being an important component of a community's economic development program.

The creation and update of multi-year capital plans allows the community to plan for the current and longer term needs of its constituents. This plan is often integrated with the maintenance needs and funding sources that will provide for the delivery of services to a community.

Capital projects are different from the operating budgets of a City, as they often represent large financial obligations that may span more than one year. The unique nature of capital projects allows for a different presentation to the City Council than the process used for operational budget discussions. The information and tracking needs of projects require an adequate system of management to determine impacts to both the capital plan and the operational budget.

The development of a capital improvement plan is prepared with the following elements.

- Identification of needs, utilizing strategic plans, comprehensive plans and input from citizens, staff and City Council.
- Determination of the projects specific to repair, maintenance, replacement or new construction.
- Recognition of the revenue sources that will be utilized to fund the planned project.
- Need for debt issuance for future needs.
- Identification of the need for policy updates or creation.

Policies

City staff will annually review and monitor the state of the City's capital equipment and infrastructure, setting priorities for its replacement and renovation based on needs, funding alternatives and availability of resources.

The City will develop a multi-year plan for capital improvements, update it annually and make all capital improvements in accordance with the plan.

The City will maintain its physical assets at a level adequate to protect the City's capital investment and to minimize future maintenance and replacement costs. The budget will provide for adequate maintenance and orderly replacement of capital assets from current revenues where possible.

Capital projects will conform to the following criteria:

- will be part of an approved City plan;
- will be part of an adopted maintenance/replacement schedule;
- will minimize operating costs; and
- will be selected according to the established Capital Improvement Plan.

The capital budget process aligns closely with the regular operating budget process. CIP projects are categorized as either funded or unfunded based on the ability of the forecasted operating budget to support them. Funded CIP projects are incorporated into the operating budget for the current fiscal year.

Process

City staff will evaluate capital improvement requests against the following evaluation criteria:

- Consistency with community goals and plans
 - Public health and safety
 - Mandates or other legal requirements
 - Standard of service
 - Extent of benefits
 - Related to other projects
 - Public perception of need
 - Efficiency of service
 - Supports economic development
 - Environmental quality
 - Feasibility of project
 - Opportunity costs
 - Operational budget impact
-

Process Calendar

Fall 2025 - CIP work papers are rolled out to departments.

November 3, 2025 - Draft 2026-2030 CIP reviewed by City Council

December 2, 2025 - 2026-2030 CIP adopted by City Council and 2025 CIP projects are adopted as part of the City's budget

2026 through 2030
Capital Improvement Plan
 Spring Lake Park, MN
Projects & Funding Sources By Department

Department	Project #	Priority	2026	2027	2028	2029	2030	Total
Administration								
City Hall Computer Replacement	81	1				150,000		150,000
Photocopier	58	2		30,000				30,000
Administration Total			0	30,000	0	150,000	0	180,000

Equipment Fund				30,000		150,000		180,000
Source Grand Total			0	30,000	0	150,000	0	180,000

Parks and Recreation								
Able Park Ice Rink Realignment & Multi-Use Court P	73	4		180,000				180,000
Lakeside Lions Volleyball Court Sand Replacement	95	4	19,000					19,000
Mobility Van Acquisition and Accessibility Conversion	99	3			120,000			120,000
Sanburnol Playground Equipment Upgrade	75	3			151,000			151,000
Terrace Park Building	61	3	577,500					577,500
Terrace Park Dasher Board Replacement	74	3	30,000					30,000
Terrace Park Field Drainage Improvements	48	4	50,000					50,000
Terrace Park Lighting Updates	86	4	25,000					25,000
Triangle Park Bridge Reconstruct	72	3					75,000	75,000
Westwood Play Equipment Upgrade	76	3					160,000	160,000
Parks and Recreation Total			701,500	180,000	271,000	0	235,000	1,387,500

Outside Sources/Grants			482,000		151,000		160,000	793,000
Park Acquisition & Improvements			219,500	180,000	120,000		75,000	594,500
Source Grand Total			701,500	180,000	271,000	0	235,000	1,387,500

Police Department								
Department Issued Weapons	94	1		8,500				8,500
Police Chief & Investigator Squad Car Replacement	82	2			70,000			70,000
Police Radar Replacement	84	1			18,000			18,000
Police Radio Replacement	85	1				145,000		145,000
Squad Car Replacement	07	1	51,086	53,640	56,322	59,138	62,095	282,281
Police Department Total			51,086	62,140	144,322	204,138	62,095	523,781

Equipment Fund				8,500	88,000			96,500
General Fund			51,086	53,640	56,322	59,138	62,095	282,281
Outside Sources/Grants						145,000		145,000
Source Grand Total			51,086	62,140	144,322	204,138	62,095	523,781

Public Utilities								
Able Park Water Tower Painting	16	2		675,000				675,000
Arthur Street Water Tower Painting	15	2	3		825,000			825,000

Department	Project #	Priority	2026	2027	2028	2029	2030	Total
Hydrant Replacement	54	2	25,000	25,000	25,000	25,000	30,000	130,000
Pickup Replacement	20	3	46,916	49,261	51,725	54,311	57,026	259,239
Public Utilities Water Truck	69	2					300,000	300,000
Sanitary Sewer Wye Cleaning and Grouting Project	98	1	100,000					100,000
Sewer Jetter Replacement	34	2		250,000				250,000
Terrace Street Treatment Plant Media Replacement	33	2	150,000					150,000
Water Main Replacement	65	2	150,000	157,500	165,375	173,644	182,326	828,845
Water Meter Replacement	32	3	40,000	40,000	40,000	40,000		160,000
Water Treatment Plant Chemical Pump Replacement	55	2	40,000					40,000
Well #1 Rehab	28	3	50,000					50,000
Well #2 Rehab	29	3				57,881		57,881
Well #4 Rehab	30	3		50,000				50,000
Well #5 Rehab	31	3			50,000			50,000
Public Utilities Total			601,916	1,246,761	1,157,100	350,836	569,352	3,925,965

Public Facilities Authority (PFA) Drinking Water Revolving Loan Fund (DWRP)				675,000	825,000			1,500,000
Public Utility Renewal and Replacement			601,916	571,761	332,100	350,836	512,326	2,368,939
Source Grand Total			601,916	1,246,761	1,157,100	350,836	512,326	3,868,939

Public Works

Aerator	96	3		8,000				8,000
Asphalt Roller	91	1	15,000					15,000
Ballfield Drag UTV	92	3	25,000					25,000
Bucket Truck Replacement	71	3		75,000				75,000
Dump Truck Replacement	70	1			350,000			350,000
Leaf Sweeper	97	3	7,800					7,800
Snow Blower for Skid Steer	88	3	10,000					10,000
Street Milling	52	3	150,000	150,000	150,000	150,000		600,000
Street Sign Replacement	50	3	10,500	11,025	11,575	12,150		45,250
Trackless Vehicle and Blower Replacement	68	2			225,000			225,000
Public Works Total			218,300	244,025	736,575	162,150	0	1,361,050

Equipment Fund			42,800	83,000	575,000			700,800
Municipal State Aid Maintenance			25,500	11,025	11,575	12,150		60,250
Revolving Construction			82,500	82,500	82,500	82,500		330,000
Special Assessments			67,500	67,500	67,500	67,500		270,000
Source Grand Total			218,300	244,025	736,575	162,150	0	1,361,050

Storm Water Utility

Sports Dome Pond Maintenance	37	3	30,000					30,000
Storm Sewer Lining and Catch Basin Repair Project	56	3	50,000	50,000	50,000	50,000		200,000
Terrace Road/78th Avenue Infiltration Project	38	3				250,000		250,000
Storm Water Utility Total			80,000	50,000	50,000	300,000	0	480,000

Storm Sewer Utility			80,000	50,000	50,000	300,000		480,000
Source Grand Total			80,000	50,000	50,000	300,000	0	480,000

GRAND TOTAL	1,652,802	1,812,926	2,358,997	1,167,124	866,447	7,858,296
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2026 thru 2030

Capital Improvement Plan

Spring Lake Park, MN



Project # 58
Project Name Photocopier

Total Project Cost	\$30,000	Contact	Daniel Buchholtz, City Administrator
Department	Administration	Type	Furnishings, Fixtures and Equipment (FF&E)
Category	Technology and Communication	Priority	2 Very Important
Status	Active	Useful Life	5 years

Description

Purchase photocopiers for Administration/Park and Recreation and Police Departments.

Justification

The existing copiers, purchased in 2022, will be beyond their useful life and will need to be replaced. Purchase of a new copier generally results in lower copier maintenance costs, reducing pressure on the budget.

Expenditures	2026	2027	2028	2029	2030	Total
Equip/Vehicles/Furnishings	0	30,000	0	0	0	30,000
Total	0	30,000	0	0	0	30,000

Funding Sources	2026	2027	2028	2029	2030	Total
Equipment Fund	0	30,000	0	0	0	30,000
Total	0	30,000	0	0	0	30,000

2026 thru 2030

Capital Improvement Plan

Spring Lake Park, MN



Project # 81
Project Name City Hall Computer Replacement

Total Project Cost	\$150,000	Contact	Daniel Buchholtz, City Administrator
Department	Administration	Type	Technology and Software
Category	Technology and Communication	Priority	1 Critical
Status	Active	Useful Life	5 years

Description

This project will replace outdated desktops, laptops, servers, and associated peripherals across City Hall with modern hardware and software to improve operational efficiency, security and user experience. The project will replace 2 servers, 20 laptops, 6 ruggedized laptops, 8 desktops, 56 monitors, 20 docking stations, along with printers, scanners and other peripherals.

Justification

The City replaces its computers on a 5 year cycle. This allows the City to provide employees with up-to-date technology while avoiding repair downtime, servurity vulnerabilities and hardware obsolescence. Regularly refreshed infrastructure is crucial for maintenance, security and productive IT operations.

Expenditures	2026	2027	2028	2029	2030	Total
Equip/Vehicles/Furnishings	0	0	0	150,000	0	150,000
Total	0	0	0	150,000	0	150,000

Funding Sources	2026	2027	2028	2029	2030	Total
Equipment Fund	0	0	0	150,000	0	150,000
Total	0	0	0	150,000	0	150,000

Budget Impact

New computers meet strict energy efficiency standards, thereby helping reduce electricity costs. Repair costs will also decline as new equipment is brought online.

2026 thru 2030

Capital Improvement Plan

Spring Lake Park, MN

Project #	48		
Project Name	Terrace Park Field Drainage Improvements		
Total Project Cost	\$50,000	Contact	Anne Scanlon, Parks and Recreation Director
Department	Parks and Recreation	Type	Construction
Category	Parks and Recreation	Priority	4 Less Important
Status	Active	Useful Life	25 years

Description

Fields have drainage issues where water will not run off, making fields unusable for programs. In addition, project will add sidewalks and trails for access.

Justification

Field is unusable days after a heavy rain. Increased maintenance time required to prep field for use. Park master plan recommends address field drainage and increase number of sidewalks and trails throughout the park. Add drain tile to outer edges of fields.

Expenditures	2026	2027	2028	2029	2030	Total
Construction/Maintenance	50,000	0	0	0	0	50,000
Total	50,000	0	0	0	0	50,000

Funding Sources	2026	2027	2028	2029	2030	Total
Park Acquisition & Improvements	50,000	0	0	0	0	50,000
Total	50,000	0	0	0	0	50,000

2026 thru 2030

Capital Improvement Plan

Spring Lake Park, MN

Project # 61
Project Name Terrace Park Building

Total Project Cost \$577,500 Contact Anne Scanlon, Parks and Recreation Director
Department Parks and Recreation Type Construction
Category Parks and Recreation Priority 3 Important
Status Active Useful Life 50 years

Description

Rebuild warming house at Terrace Park.

Justification

Existing building is in poor condition and is beyond its useful life.

Expenditures	2026	2027	2028	2029	2030	Total
Construction/Maintenance	525,000	0	0	0	0	525,000
Planning/Design	52,500	0	0	0	0	52,500
Total	577,500	0	0	0	0	577,500

Funding Sources	2026	2027	2028	2029	2030	Total
Outside Sources/Grants	472,500	0	0	0	0	472,500
Park Acquisition & Improvements	105,000	0	0	0	0	105,000
Total	577,500	0	0	0	0	577,500

Budget Impact

Improved structure allows for reduced maintenance costs and reduced staff hours.

2026 thru 2030

Capital Improvement Plan

Spring Lake Park, MN

Project #	72
Project Name	Triangle Park Bridge Reconstruct

Total Project Cost	\$75,000	Contact	Anne Scanlon, Parks and Recreation Director
Department	Parks and Recreation	Type	Rehabilitation
Category	Parks and Recreation	Priority	3 Important
Status	Active	Useful Life	25 years

Description

Reconstruct pedestrian bridge at Triangle Memorial Park

Justification

Improve bridge materials and structure to ensure its safe use for many years to come.

Expenditures	2026	2027	2028	2029	2030	Total
Construction/Maintenance	0	0	0	0	75,000	75,000
Total	0	0	0	0	75,000	75,000

Funding Sources	2026	2027	2028	2029	2030	Total
Park Acquisition & Improvements	0	0	0	0	75,000	75,000
Total	0	0	0	0	75,000	75,000

2026 thru 2030

Capital Improvement Plan

Spring Lake Park, MN

Project #	73
Project Name	Able Park Ice Rink Realignment & Multi-Use Court P

Total Project Cost	\$180,000	Contact	Anne Scanlon, Parks and Recreation Director
Department	Parks and Recreation	Type	Rehabilitation
Category	Parks and Recreation	Priority	4 Less Important
Status	Active	Useful Life	20 years

Description

Replacement of dasher boards on ice rink and realignment of rink from hockey to general skating. Surface court with blacktop to ease winter ice preparation and for other potential recreation uses.

Justification

The Able Park Ice Rink Realignment & Multi-Use Court Project will enhance recreational opportunities by converting the existing hockey rink into a general skating area, making it more accessible to a broader range of users. The installation of blacktop surfacing will facilitate easier winter ice preparation while also allowing for expanded year-round recreational uses, such as pickleball and other court activities. These improvements will maximize the park's usability, supporting community engagement and active recreation.

Expenditures	2026	2027	2028	2029	2030	Total
Construction/Maintenance	0	168,000	0	0	0	168,000
Other	0	10,000	0	0	0	10,000
Demolition	0	2,000	0	0	0	2,000
Total	0	180,000	0	0	0	180,000

Funding Sources	2026	2027	2028	2029	2030	Total
Park Acquisition & Improvements	0	180,000	0	0	0	180,000
Total	0	180,000	0	0	0	180,000

2026 thru 2030

Capital Improvement Plan

Spring Lake Park, MN

Project #	74
Project Name	Terrace Park Dasher Board Replacement

Total Project Cost	\$30,000	Contact	Anne Scanlon, Parks and Recreation Director
Department	Parks and Recreation	Type	Rehabilitation
Category	Parks and Recreation	Priority	3 Important
Status	Active	Useful Life	20 years

Description

Remove and replace dasher boards at Terrace Park hockey rink.

Justification

Boards and posts are slanted and in need of replacement.

Expenditures		2026	2027	2028	2029	2030	Total
Construction/Maintenance		30,000	0	0	0	0	30,000
Total		30,000	0	0	0	0	30,000

Funding Sources		2026	2027	2028	2029	2030	Total
Park Acquisition & Improvements		30,000	0	0	0	0	30,000
Total		30,000	0	0	0	0	30,000

2026 thru 2030

Capital Improvement Plan

Spring Lake Park, MN



Project #	75		
Project Name	Sanburnol Playground Equipment Upgrade		
Total Project Cost	\$151,000	Contact	Anne Scanlon, Parks and Recreation Director
Department	Parks and Recreation	Type	Construction
Category	Parks and Recreation	Priority	3 Important
Status	Active	Useful Life	20 years

Description

Replace Sanburnol Playground Equipment

Justification

Replacing the playground system installed in 1996 is necessary to ensure the safety, accessibility, and enjoyment of the play area for all users. The existing equipment shows significant wear after nearly three decades of use, no longer meets modern safety standards, and lacks inclusive features. Upgrading to a new system will enhance safety, provide a more engaging play environment, and align with current accessibility and design standards to better serve the community.

Expenditures	2026	2027	2028	2029	2030	Total
Equip/Vehicles/Furnishings	0	0	151,000	0	0	151,000
Total	0	0	151,000	0	0	151,000

Funding Sources	2026	2027	2028	2029	2030	Total
Outside Sources/Grants	0	0	151,000	0	0	151,000
Total	0	0	151,000	0	0	151,000

Budget Impact

Cost of maintenance should reduce with the purchase and installation of new equipment.

2026 thru 2030

Capital Improvement Plan

Spring Lake Park, MN



Project # 76
Project Name Westwood Play Equipment Upgrade

Total Project Cost	\$160,000	Contact	Anne Scanlon, Parks and Recreation Director
Department	Parks and Recreation	Type	Construction
Category	Parks and Recreation	Priority	3 Important
Status	Active	Useful Life	20 years

Description

The Westwood Park playground equipment replacement will enhance safety, accessibility, and play opportunities with modern, inclusive, and durable features for the community.

Justification

Replacing the playground equipment is essential to ensure safety, accessibility, and functionality for users of all ages and abilities. The current equipment, installed in 2002, does not meet modern safety standards, lacks inclusive features for children with disabilities, and shows signs of significant wear that could pose safety risks. Upgrading the playground will not only enhance community enjoyment but also demonstrate the city's commitment to maintaining high-quality public spaces that foster healthy, active lifestyles and social interaction.

Expenditures	2026	2027	2028	2029	2030	Total
Equip/Vehicles/Furnishings	0	0	0	0	160,000	160,000
Total	0	0	0	0	160,000	160,000

Funding Sources	2026	2027	2028	2029	2030	Total
Outside Sources/Grants	0	0	0	0	160,000	160,000
Total	0	0	0	0	160,000	160,000

2026 thru 2030

Capital Improvement Plan

Spring Lake Park, MN

Project #	86		
Project Name	Terrace Park Lighting Updates		
Total Project Cost	\$25,000	Contact	Anne Scanlon, Parks and Recreation Director
Department	Parks and Recreation	Type	Construction
Category	Parks and Recreation	Priority	4 Less Important
Status	Active	Useful Life	20 years

Description

Replace/upgrade all park lights to LED with a timer system that allows the lights to be turned on with a push button.

Justification

This project would properly illuminate our outdoor courts with LED lights and working timers. This improvement will increase safety while decreasing operating costs.

Expenditures	2026	2027	2028	2029	2030	Total
Equip/Vehicles/Furnishings	25,000	0	0	0	0	25,000
Total	25,000	0	0	0	0	25,000
Funding Sources	2026	2027	2028	2029	2030	Total
Park Acquisition & Improvements	25,000	0	0	0	0	25,000
Total	25,000	0	0	0	0	25,000

2026 thru 2030

Capital Improvement Plan

Spring Lake Park, MN



Project # 95
Project Name Lakeside Lions Volleyball Court Sand Replacement

Total Project Cost	\$19,000	Contact	Anne Scanlon, Parks and Recreation Director
Department	Parks and Recreation	Type	Rehabilitation
Category	Parks and Recreation	Priority	4 Less Important
Status	Active	Useful Life	20 years

Description

Replacement of sand and installation of volleyball equipment at Lakeside Park. These updates will better support our cooperative program with North Metro Sports for sand volleyball leagues and enhance rental opportunities for the park.

Expenditures	2026	2027	2028	2029	2030	Total
Park Amenities	19,000	0	0	0	0	19,000
Total	19,000	0	0	0	0	19,000

Funding Sources	2026	2027	2028	2029	2030	Total
Outside Sources/Grants	9,500	0	0	0	0	9,500
Park Acquisition & Improvements	9,500	0	0	0	0	9,500
Total	19,000	0	0	0	0	19,000

2026 thru 2030

Capital Improvement Plan

Spring Lake Park, MN



Project #	99
Project Name	Mobility Van Acquisition and Accessibility Conversion

Total Project Cost	\$120,000	Contact	Anne Scanlon, Parks and Recreation Director
Department	Parks and Recreation	Type	Equipment Acquisition
Category	Fleet and Equipment	Priority	3 Important
Status	Active	Useful Life	10 years

Description

This project proposes the purchase and upfitting of a Ford Transit 350 High Roof Passenger Van equipped with a wheelchair-accessible lift and ADA-compliant interior modifications. The vehicle would be used by the City's Parks and Recreation Department to transport seniors and other recreation program participants to and from scheduled activities, day trips, and community events.

The project includes the purchase of a new van chassis and a professional mobility conversion. The conversion will include installation of a hydraulic lift, secure wheelchair tie-down system, reconfigured passenger seating, non-slip flooring, safety lighting, and accessibility signage.

Justification

The City currently contracts with outside transportation providers to serve senior programs and recreation trips, resulting in high per-trip costs and limited flexibility for scheduling. Acquisition of a City-owned mobility van will reduce long-term operating expenses, expand program availability, and improve convenience for residents.

The new vehicle will also ensure full compliance with ADA accessibility standards, allowing the City to independently accommodate participants with mobility challenges. In addition to cost savings, ownership of a mobility van will improve reliability, allow direct coordination with City staff for maintenance and scheduling, and enhance the overall quality of the City's senior and recreation services.

Recreation Department full-time staff will obtain Commercial Driver's Licenses (CDLs) to ensure they are properly licensed and legally authorized to operate the mobility van.

Expenditures	2026	2027	2028	2029	2030	Total
Equip/Vehicles/Furnishings	0	0	120,000	0	0	120,000
Total	0	0	120,000	0	0	120,000

Funding Sources	2026	2027	2028	2029	2030	Total
Park Acquisition & Improvements	0	0	120,000	0	0	120,000
Total	0	0	120,000	0	0	120,000

2026 thru 2030

Capital Improvement Plan

Spring Lake Park, MN



Project # 07

Project Name Squad Car Replacement

Total Project Cost	\$282,281	Contact	Josh Antoine, Police Chief
Department	Police Department	Type	Equipment Acquisition
Category	Public Safety: Police	Priority	1 Critical
Status	Active	Useful Life	5 years

Description

Replace Police squad cars in a 5-Year program, moving each vehicle to less critical use after 4 years. Vehicles will be purchased off the Minnesota State Contract.

Justification

Squads need to be replaced on a regular schedule to ensure optimal public safety and officer security/effectiveness.

Expenditures	2026	2027	2028	2029	2030	Total
Equip/Vehicles/Furnishings	51,086	53,640	56,322	59,138	62,095	282,281
Total	51,086	53,640	56,322	59,138	62,095	282,281

Funding Sources	2026	2027	2028	2029	2030	Total
General Fund	51,086	53,640	56,322	59,138	62,095	282,281
Total	51,086	53,640	56,322	59,138	62,095	282,281

Budget Impact

Replacing vehicles on a 5 year replacement cycle reduces maintenance expense.

2026 thru 2030

Capital Improvement Plan

Spring Lake Park, MN



Project # 82
Project Name Police Chief & Investigator Squad Car Replacement

Total Project Cost	\$70,000	Contact	Josh Antoine, Police Chief
Department	Police Department	Type	Equipment Acquisition
Category	Public Safety: Police	Priority	2 Very Important
Status	Active	Useful Life	10 years

Description

Police Chief and Investigator Squad Car Replacement. Purchase to be made off the State Contract.

Justification

The Police Chief and Investigator currently drive 2017 Dodge Chargers. The scheduled replacement schedule for the Chief and Investigator Squads is 10 years. Replacement on a regular schedule ensures optimal performance and officer safety/effectiveness.

Expenditures		2026	2027	2028	2029	2030	Total
Equip/Vehicles/Furnishings		0	0	70,000	0	0	70,000
Total		0	0	70,000	0	0	70,000

Funding Sources		2026	2027	2028	2029	2030	Total
Equipment Fund		0	0	70,000	0	0	70,000
Total		0	0	70,000	0	0	70,000

2026 thru 2030

Capital Improvement Plan

Spring Lake Park, MN



Project # 84

Project Name Police Radar Replacement

Total Project Cost	\$18,000	Contact	Josh Antoine, Police Chief
Department	Police Department	Type	Equipment Acquisition
Category	Public Safety: Police	Priority	1 Critical
Status	Active	Useful Life	7 years

Description

Replacement of 6 squad car Stalker radar units

Justification

One of the primary functions of the police department is to ensure traffic safety. In Spring Lake Park, the Department achieves this through diligent traffic enforcement, focusing on speeding and adherence to traffic sign enforcement. To facilitate speed enforcement, each squad car is equipped with Stalker Radar units. .

Expenditures	2026	2027	2028	2029	2030	Total
Equip/Vehicles/Furnishings	0	0	18,000	0	0	18,000
Total	0	0	18,000	0	0	18,000

Funding Sources	2026	2027	2028	2029	2030	Total
Equipment Fund	0	0	18,000	0	0	18,000
Total	0	0	18,000	0	0	18,000

2026 thru 2030

Capital Improvement Plan

Spring Lake Park, MN



Project # 85
Project Name Police Radio Replacement

Total Project Cost	\$145,000	Contact	Josh Antoine, Police Chief
Department	Police Department	Type	Equipment Acquisition
Category	Public Safety: Police	Priority	1 Critical
Status	Active	Useful Life	10 years

Description

Replace portable handheld and squad car 800 mhz radios.

Justification

Our current radios are outdated and no longer covered by their three-year warranty, making them less reliable and harder to maintain. Upgrading to new radios will ensure compliance with the latest FBI encryption standards, enhancing communication security and reliability.

Expenditures	2026	2027	2028	2029	2030	Total
Equip/Vehicles/Furnishings	0	0	0	145,000	0	145,000
Total	0	0	0	145,000	0	145,000

Funding Sources	2026	2027	2028	2029	2030	Total
Outside Sources/Grants	0	0	0	145,000	0	145,000
Total	0	0	0	145,000	0	145,000

2026 thru 2030

Capital Improvement Plan

Spring Lake Park, MN



Project # 94
Project Name Department Issued Weapons

Total Project Cost	\$8,500	Contact	Josh Antoine, Police Chief
Department	Police Department	Type	Furnishings, Fixtures and Equipment (FF&E)
Category	Public Safety: Police	Priority	1 Critical
Status	Active	Useful Life	5 years

Supplemental Attachments

[Glock 45 9mm compact.jpg](#)

Description

Department Issued Weapons - 5 Year Replacement

Justification

The department-issued Glock 45 firearms are scheduled for replacement every five years to ensure reliability and operational readiness. Like all essential equipment, our weapons must be dependable in the event they are needed. As part of this replacement cycle, we will trade in the current firearms, and the proceeds from the trade-in will be applied toward the purchase of new weapons.

Expenditures	2026	2027	2028	2029	2030	Total
Equip/Vehicles/Furnishings	0	8,500	0	0	0	8,500
Total	0	8,500	0	0	0	8,500

Funding Sources	2026	2027	2028	2029	2030	Total
Equipment Fund	0	8,500	0	0	0	8,500
Total	0	8,500	0	0	0	8,500

2026 thru 2030

Capital Improvement Plan

Spring Lake Park, MN



Project # 15
Project Name Arthur Street Water Tower Painting

Total Project Cost \$825,000
Department Public Utilities
Category Utilities
Status Active

Contact George Linngren, Public Works Director
Type Rehabilitation
Priority 2 Very Important
Useful Life 25 years

Supplemental Attachments

[2022-06-02 Arthur Street Tower Report by KLM.](#)

Description

The Arthur Street Tower painting project involves recoating the tower's exterior to address visible coating failures, including UV deterioration, corrosion, and delamination. This maintenance will protect the structure, extend its lifespan, and ensure continued compliance with safety and water quality standards.

Justification

The Arthur Street Tower painting project is a critical maintenance effort to address visible coating failures on the structure's exterior, such as UV deterioration, pinhole corrosion, and delamination, as outlined in the inspection report. Recoating the tower will preserve its structural integrity, extend its service life, and ensure compliance with regulatory standards, while also preventing the need for costlier repairs in the future. By proactively maintaining the tower, the city ensures reliable water storage and infrastructure sustainability.

Expenditures	2026	2027	2028	2029	2030	Total
Construction/Maintenance	0	0	800,000	0	0	800,000
Planning/Design	0	0	25,000	0	0	25,000
Total	0	0	825,000	0	0	825,000

Funding Sources	2026	2027	2028	2029	2030	Total
Public Facilities Authority (PFA) Drinking Water Revolving Loan Fund (DWRF)	0	0	825,000	0	0	825,000
Total	0	0	825,000	0	0	825,000

Budget Impact

Project will extend the life of the City's above-ground water storage tower.

2026 thru 2030

Capital Improvement Plan

Spring Lake Park, MN



Project # 16
Project Name Able Park Water Tower Painting

Total Project Cost \$675,000 Contact George Linngren, Public Works Director
Department Public Utilities Type Rehabilitation
Category Utilities Priority 2 Very Important
Status Active Useful Life 25 years

Supplemental Attachments

[2022-05-19 Able Street Tower Report by KLM.pdf](#)

Description

The Able Street Tower painting project involves overcoating the tower's exterior to address visible coating failures, including oxidation and corrosion, and to extend its service life. This proactive maintenance ensures the structural integrity and functionality of the water tower while delaying the need for a more costly full reconditioning.

Justification

The painting of the Able Street Tower is essential to ensure its structural integrity, maintain its functional lifespan, and comply with regulatory standards. The 2022 inspection report highlights that the tower's exterior coating, last replaced in 2006, shows significant wear, with approximately 10% visible coating failures, including oxidation, delamination, and surface corrosion. Proactive painting will address these deficiencies, prevent further deterioration, and avoid the need for costlier full reconditioning in the future. Moreover, surface preparation and the application of advanced coating systems will enhance the tower's resistance to environmental factors, ensuring safe water storage and operational reliability for the City of Spring Lake Park. The project aligns with best practices and represents a critical investment in maintaining the city's infrastructure.

Expenditures	2026	2027	2028	2029	2030	Total
Construction/Maintenance	0	650,000	0	0	0	650,000
Planning/Design	0	25,000	0	0	0	25,000
Total	0	675,000	0	0	0	675,000

Funding Sources	2026	2027	2028	2029	2030	Total
Public Facilities Authority (PFA) Drinking Water Revolving Loan Fund (DWRF)	0	675,000	0	0	0	675,000
Total	0	675,000	0	0	0	675,000

Budget Impact

Project will extend the life of the City's above-ground water storage tower.

2026 thru 2030

Capital Improvement Plan

Spring Lake Park, MN



Project # 20
Project Name Pickup Replacement

Total Project Cost	\$259,239	Contact	George Linngren, Public Works Director
Department	Public Utilities	Type	Equipment Acquisition
Category	Fleet and Equipment	Priority	3 Important
Status	Active	Useful Life	10 years

Description

Purchase Public Works pickup truck.

Justification

The City proposes an annual replacement program for Public Works trucks to continue the transition from a 20-year to a 10-year replacement cycle. A 10-year replacement cycle ensures the fleet remains dependable, reduces repair costs, and improves efficiency. By purchasing one new truck annually, the City can spread costs over time while maintaining a safer, more reliable fleet for year-round operations.

Expenditures	2026	2027	2028	2029	2030	Total
Equip/Vehicles/Furnishings	46,916	49,261	51,725	54,311	0	202,213
Unassigned	0	0	0	0	57,026	57,026
Total	46,916	49,261	51,725	54,311	57,026	259,239

Funding Sources	2026	2027	2028	2029	2030	Total
Public Utility Renewal and Replacement	46,916	49,261	51,725	54,311	0	202,213
Unassigned	0	0	0	0	57,026	57,026
Total	46,916	49,261	51,725	54,311	57,026	259,239

Budget Impact

Staff anticipates that there will be lower maintenance costs by shortening the replacement cycle for the Public Works trucks, as well as increased trade-in value, reducing the overall cost of the replacement vehicle.

2026 thru 2030

Capital Improvement Plan

Spring Lake Park, MN

Project #	28
Project Name	Well #1 Rehab

Total Project Cost	\$50,000	Contact	George Linngren, Public Works Director
Department	Public Utilities	Type	Rehabilitation
Category	Utilities	Priority	3 Important
Status	Active	Useful Life	10 years

Description

Rehab Well #1. Located in the Terrace Water Treatment Plant

Justification

Rehabilitating wells is essential to maintaining a reliable and efficient water supply system. Over time, wells can experience reduced capacity, contamination risks, and equipment wear due to aging and continuous operation. Rehabilitation restores the well's performance, extends its service life, and ensures compliance with water quality and regulatory standards. By addressing issues proactively, the City can minimize costly emergency repairs, improve operational efficiency, and safeguard the community's access to clean and dependable water.

Expenditures	2026	2027	2028	2029	2030	Total
Construction/Maintenance	50,000	0	0	0	0	50,000
Total	50,000	0	0	0	0	50,000

Funding Sources	2026	2027	2028	2029	2030	Total
Public Utility Renewal and Replacement	50,000	0	0	0	0	50,000
Total	50,000	0	0	0	0	50,000

2026 thru 2030

Capital Improvement Plan

Spring Lake Park, MN

Project # 29
Project Name Well #2 Rehab

Total Project Cost \$131,751 Contact George Linngren, Public Works Director
Department Public Utilities Type Rehabilitation
Category Utilities Priority 3 Important
Status Active Useful Life 10 years

Description
Well #2 Rehab. Located at Terrace Park.

Justification
Rehabilitating wells is essential to maintaining a reliable and efficient water supply system. Over time, wells can experience reduced capacity, contamination risks, and equipment wear due to aging and continuous operation. Rehabilitation restores the well's performance, extends its service life, and ensures compliance with water quality and regulatory standards. By addressing issues proactively, the City can minimize costly emergency repairs, improve operational efficiency, and safeguard the community's access to clean and dependable water.

Expenditures	2026	2027	2028	2029	2030	Total	Future
Construction/Maintenance	0	0	0	57,881	0	57,881	73,870
Total	0	0	0	57,881	0	57,881	

Funding Sources	2026	2027	2028	2029	2030	Total	Future
Public Utility Renewal and Replacement	0	0	0	57,881	0	57,881	73,870
Total	0	0	0	57,881	0	57,881	

2026 thru 2030

Capital Improvement Plan

Spring Lake Park, MN

Project # 30
Project Name Well #4 Rehab

Total Project Cost \$50,000 Contact George Linngren, Public Works Director
Department Public Utilities Type Rehabilitation
Category Utilities Priority 3 Important
Status Active Useful Life 25 years

Description
Well #4 Rehab. Located at Wyldwood Lane and University Avenue.

Justification
Rehabilitating wells is essential to maintaining a reliable and efficient water supply system. Over time, wells can experience reduced capacity, contamination risks, and equipment wear due to aging and continuous operation. Rehabilitation restores the well's performance, extends its service life, and ensures compliance with water quality and regulatory standards. By addressing issues proactively, the City can minimize costly emergency repairs, improve operational efficiency, and safeguard the community's access to clean and dependable water.

Expenditures	2026	2027	2028	2029	2030	Total
Construction/Maintenance	0	50,000	0	0	0	50,000
Total	0	50,000	0	0	0	50,000

Funding Sources	2026	2027	2028	2029	2030	Total
Public Utility Renewal and Replacement	0	50,000	0	0	0	50,000
Total	0	50,000	0	0	0	50,000

2026 thru 2030

Capital Improvement Plan

Spring Lake Park, MN

Project # 31
Project Name Well #5 Rehab

Total Project Cost \$50,000 Contact George Linngren, Public Works Director
Department Public Utilities Type Rehabilitation
Category Utilities Priority 3 Important
Status Active Useful Life 10 years

Description
Well #5 Rehab. Located adjacent to Arthur Street WTP.

Justification
Rehabilitating wells is essential to maintaining a reliable and efficient water supply system. Over time, wells can experience reduced capacity, contamination risks, and equipment wear due to aging and continuous operation. Rehabilitation restores the well's performance, extends its service life, and ensures compliance with water quality and regulatory standards. By addressing issues proactively, the City can minimize costly emergency repairs, improve operational efficiency, and safeguard the community's access to clean and dependable water.

Expenditures	2026	2027	2028	2029	2030	Total
Construction/Maintenance	0	0	50,000	0	0	50,000
Total	0	0	50,000	0	0	50,000

Funding Sources	2026	2027	2028	2029	2030	Total
Public Utility Renewal and Replacement	0	0	50,000	0	0	50,000
Total	0	0	50,000	0	0	50,000

2026 thru 2030

Capital Improvement Plan

Spring Lake Park, MN

Project #	32		
Project Name	Water Meter Replacement		
Total Project Cost	\$200,000	Contact	George Linngren, Public Works Director
Department	Public Utilities	Type	Equipment Acquisition
Category	Utilities	Priority	3 Important
Status	Active	Useful Life	20 years

Description

Water Meter Replacement

Justification

Existing commercial meters were installed 20 years ago. New meters will provide more accurate readings, thereby reducing the amount of water loss within the City and leading to fair billing for water consumption..

Prior	Expenditures	2026	2027	2028	2029	2030	Total
40,000	Equip/Vehicles/Furnishings	40,000	40,000	40,000	40,000	0	160,000
	Total	40,000	40,000	40,000	40,000	0	160,000

Prior	Funding Sources	2026	2027	2028	2029	2030	Total
40,000	Public Utility Renewal and Replacement	40,000	40,000	40,000	40,000	0	160,000
	Total	40,000	40,000	40,000	40,000	0	160,000

Budget Impact

New commercial water meters will result in increased revenue due to more precise measuring of water used by businesses/public entities.

2026 thru 2030

Capital Improvement Plan

Spring Lake Park, MN

Project # 33

Project Name Terrace Street Treatment Plant Media Replacement

Total Project Cost \$150,000 Contact George Linngren, Public Works Director

Department Public Utilities Type Rehabilitation

Category Utilities Priority 2 Very Important

Status Active Useful Life 20 years

Description

Replace treatment media at the Terrace Street Water Treatment Plant.

Justification

The existing media has been in use for 20 years. The media removes iron, maganese and radium from our water supply. New treatment media will continue to keep the water treatment plant's radium level below state and federal standards.

Expenditures	2026	2027	2028	2029	2030	Total
Construction/Maintenance	150,000	0	0	0	0	150,000
Total	150,000	0	0	0	0	150,000

Funding Sources	2026	2027	2028	2029	2030	Total
Public Utility Renewal and Replacement	150,000	0	0	0	0	150,000
Total	150,000	0	0	0	0	150,000

2026 thru 2030

Capital Improvement Plan

Spring Lake Park, MN

Project #	34
Project Name	Sewer Jetter Replacement

Total Project Cost	\$250,000	Contact	George Linngren, Public Works Director
Department	Public Utilities	Type	Equipment Acquisition
Category	Utilities	Priority	2 Very Important
Status	Active	Useful Life	20 years

Description

Sewer jetter truck replacement.

Justification

This truck was purchased in 2006. We use it to clean all of the sewer mains on an annual basis. The water pump and the truck itself has many hours on it. After 20 years of service, it will exceed its life cycle.

Expenditures	2026	2027	2028	2029	2030	Total
Equip/Vehicles/Furnishings	0	250,000	0	0	0	250,000
Total	0	250,000	0	0	0	250,000

Funding Sources	2026	2027	2028	2029	2030	Total
Public Utility Renewal and Replacement	0	250,000	0	0	0	250,000
Total	0	250,000	0	0	0	250,000

2026 thru 2030

Capital Improvement Plan

Spring Lake Park, MN



Project # 54
Project Name Hydrant Replacement

Total Project Cost	\$215,000	Contact	George Linngren, Public Works Director
Department	Public Utilities	Type	Rehabilitation
Category	Utilities	Priority	2 Very Important
Status	Active	Useful Life	25 years

Description

Replacing hydrants and adding valves in front of hydrants

Justification

Many of the city's fire hydrants have surpassed their intended service life and are increasingly difficult to operate due to wear, corrosion, and outdated designs. Many hydrants are hard to turn, which delays response times during emergencies and poses challenges for fire safety. Additionally, some of the existing hydrants lack shutoff valves, meaning repairs or maintenance require shutting down entire sections of the water system, causing significant service disruptions to residents and businesses. Repairing these hydrants has also become more difficult, as parts for many models are no longer manufactured or readily available. This leads to longer repair times and higher costs..

Replacing aging hydrants addresses these challenges and ensures compliance with modern fire protection standards. New hydrants are easier to operate, improve water flow, and include dedicated shutoff valves to minimize disruptions during maintenance. Proactive replacement reduces long-term maintenance costs, eliminates inefficiencies like water loss, and enhances the City's ability to respond to emergencies quickly and effectively. By systematically replacing hydrants, the City demonstrates its commitment to public safety, operational efficiency, and the long-term sustainability of its critical infrastructure.

Prior	Expenditures	2026	2027	2028	2029	2030	Total	Future
25,000	Equip/Vehicles/Furnishings	25,000	25,000	25,000	25,000	30,000	130,000	60,000
	Total	25,000	25,000	25,000	25,000	30,000	130,000	

Prior	Funding Sources	2026	2027	2028	2029	2030	Total	Future
25,000	Public Utility Renewal and Replacement	25,000	25,000	25,000	25,000	30,000	130,000	60,000
	Total	25,000	25,000	25,000	25,000	30,000	130,000	

2026 thru 2030

Capital Improvement Plan

Spring Lake Park, MN

Project # 55

Project Name Water Treatment Plant Chemical Pump Replacement

Total Project Cost	\$40,000	Contact	George Linngren, Public Works Director
Department	Public Utilities	Type	Rehabilitation
Category	Utilities	Priority	2 Very Important
Status	Active	Useful Life	15 years

Description

Replace chemical pumps at Terrace and Arthur Water treatment Plants

Justification

Pumps are nearing end of life and should be replaced to ensure efficient water treatment.

Expenditures	2026	2027	2028	2029	2030	Total
Equip/Vehicles/Furnishings	40,000	0	0	0	0	40,000
Total	40,000	0	0	0	0	40,000

Funding Sources	2026	2027	2028	2029	2030	Total
Public Utility Renewal and Replacement	40,000	0	0	0	0	40,000
Total	40,000	0	0	0	0	40,000

2026 thru 2030

Capital Improvement Plan

Spring Lake Park, MN

Project # 65
Project Name Water Main Replacement

Total Project Cost	\$1,221,301	Contact	George Linngren, Public Works Director
Department	Public Utilities	Type	Rehabilitation
Category	Utilities	Priority	2 Very Important
Status	Active	Useful Life	100 years

Description

Replace water mains across the City.

Justification

Many water mains in the system are approaching their design life, leading to an increased risk of failures, leaks and water quality issues. Proactively replacing water mains reduces emergency repair costs, which can be significantly higher than planned replacements. It also minimizes service disruptions for residents and businesses. New water mains enhance flow capacity, reduce pressure fluctuations and improve firefighting capabilities.

Expenditures	2026	2027	2028	2029	2030	Total	Future
Construction/Maintenance	150,000	157,500	165,375	173,644	182,326	828,845	392,456
Total	150,000	157,500	165,375	173,644	182,326	828,845	

Funding Sources	2026	2027	2028	2029	2030	Total	Future
Public Utility Renewal and Replacement	150,000	157,500	165,375	173,644	182,326	828,845	392,456
Total	150,000	157,500	165,375	173,644	182,326	828,845	

2026 thru 2030

Capital Improvement Plan

Spring Lake Park, MN



Project # 69

Project Name Public Utilities Water Truck

Total Project Cost	\$300,000	Contact	George Linngren, Public Works Director
Department	Public Utilities	Type	Equipment Acquisition
Category	Fleet and Equipment	Priority	2 Very Important
Status	Active	Useful Life	15 years

Description

The project involves purchasing a new water truck to replace the aging 1998 model, ensuring reliable and efficient operation for essential city maintenance tasks.

Justification

Replacing the City's 1998 water truck is essential to maintain reliable and efficient operations for tasks such as street maintenance, dust control, and park irrigation. The current truck is over 25 years old, increasingly prone to mechanical issues, and no longer meets the operational demands or efficiency standards of modern equipment. Investing in a replacement truck will improve reliability, reduce maintenance costs, and ensure the City can continue providing essential services effectively.

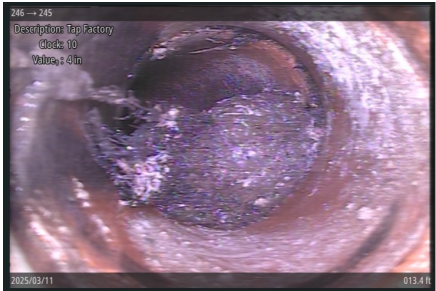
Expenditures	2026	2027	2028	2029	2030	Total
Equip/Vehicles/Furnishings	0	0	0	0	300,000	300,000
Total	0	0	0	0	300,000	300,000

Funding Sources	2026	2027	2028	2029	2030	Total
Public Utility Renewal and Replacement	0	0	0	0	300,000	300,000
Total	0	0	0	0	300,000	300,000

2026 thru 2030

Capital Improvement Plan

Spring Lake Park, MN



Project # 98
Project Name Sanitary Sewer Wye Cleaning and Grouting Project

Total Project Cost	\$100,000	Contact	Phil Gravel, City Engineer
Department	Public Utilities	Type	Rehabilitation
Category	Utilities	Priority	1 Critical
Status	Active	Useful Life	50 years

Supplemental Attachments
[Services to clean-grout from - SLP 23-24 Sewe](#)

Description

This project involves cleaning and grouting approximately 99 sanitary sewer service wyes identified with root intrusion during the one-year warranty inspection of the 2023–2024 Sanitary Sewer Lining Project, completed by Visu-Sewer. The inspection and televising report, submitted in May 2024, documented root growth at various wye connections throughout the system.

Work under this project will include mechanical root removal, chemical root treatment as needed, and pressure grouting of each affected service wye connection to prevent future infiltration and root intrusion.

Justification

Root intrusion at sanitary sewer service wyes can compromise system integrity, reduce flow capacity, and lead to blockages or increased maintenance costs. The 2024 warranty inspection identified 99 service wyes with recurring root issues that were not fully eliminated by the previous lining project.

Grouting the wye connections is a proven, cost-effective method to seal joints and prevent future root infiltration without the need for more invasive excavation or replacement.

This preventative maintenance effort will help extend the service life of the newly lined sanitary sewer mains, reduce the likelihood of service backups, and maintain the City's investment in its underground infrastructure.

Expenditures	2026	2027	2028	2029	2030	Total
Construction/Maintenance	91,000	0	0	0	0	91,000
Planning/Design	9,000	0	0	0	0	9,000
Total	100,000	0	0	0	0	100,000

Funding Sources	2026	2027	2028	2029	2030	Total
Public Utility Renewal and Replacement	100,000	0	0	0	0	100,000
Total	100,000	0	0	0	0	100,000

2026 thru 2030

Capital Improvement Plan

Spring Lake Park, MN



Project # 50
Project Name Street Sign Replacement

Total Project Cost	\$55,250	Contact	George Linngren, Public Works Director
Department	Public Works	Type	Furnishings, Fixtures and Equipment (FF&E)
Category	Transportation & Streets	Priority	3 Important
Status	Active	Useful Life	20 years

Description
Replace street signs throughout the City

Justification

Replacing traffic signs is essential to maintain public safety, ensure visibility, and comply with regulatory standards. Over time, signs can fade, become damaged, or lose reflectivity, making them harder to see and potentially hazardous for drivers and pedestrians. Regular replacement ensures that signs meet visibility and safety requirements, especially in low-light conditions, and helps the City avoid liability risks. Proactively updating traffic signs enhances roadway safety, aligns with federal guidelines, and supports efficient traffic management.

Prior	Expenditures	2026	2027	2028	2029	2030	Total
10,000	Signage	10,500	11,025	11,575	12,150	0	45,250
	Total	10,500	11,025	11,575	12,150	0	45,250

Prior	Funding Sources	2026	2027	2028	2029	2030	Total
10,000	Municipal State Aid Maintenance	10,500	11,025	11,575	12,150	0	45,250
	Total	10,500	11,025	11,575	12,150	0	45,250

2026 thru 2030

Capital Improvement Plan

Spring Lake Park, MN

Project #	52		
Project Name	Street Milling		
Total Project Cost	\$600,000	Contact	George Linngren, Public Works Director
Department	Public Works	Type	Rehabilitation
Category	Transportation & Streets	Priority	3 Important
Status	Active	Useful Life	20 years

Description

Mill streets that are cracking and are beyond sealcoat rehabilitation.

Justification

Mill streets with extensive potholes and cracks to extend the life of the City's street infrastructure.

Expenditures	2026	2027	2028	2029	2030	Total
Construction/Maintenance	150,000	150,000	150,000	150,000	0	600,000
Total	150,000	150,000	150,000	150,000	0	600,000
Funding Sources	2026	2027	2028	2029	2030	Total
Revolving Construction	82,500	82,500	82,500	82,500	0	330,000
Special Assessments	67,500	67,500	67,500	67,500	0	270,000
Total	150,000	150,000	150,000	150,000	0	600,000

2026 thru 2030

Capital Improvement Plan

Spring Lake Park, MN



Project #

68

Project Name

Trackless Vehicle and Blower Replacement

Total Project Cost

\$225,000

Contact

George Linngren, Public Works Director

Department

Public Works

Type

Equipment Acquisition

Category

Fleet and Equipment

Priority

2 Very Important

Status

Active

Useful Life

10 years

Description

Replace trackless vehicle used for sidewalk snow removal.

Justification

Trackless vehicle was purchase in 2018 and will be at end of life in 2028.

Expenditures	2026	2027	2028	2029	2030	Total
Equip/Vehicles/Furnishings	0	0	225,000	0	0	225,000
Total	0	0	225,000	0	0	225,000

Funding Sources	2026	2027	2028	2029	2030	Total
Equipment Fund	0	0	225,000	0	0	225,000
Total	0	0	225,000	0	0	225,000

2026 thru 2030

Capital Improvement Plan

Spring Lake Park, MN



Project # 70

Project Name Dump Truck Replacement

Total Project Cost	\$350,000	Contact	George Linngren, Public Works Director
Department	Public Works	Type	Equipment Acquisition
Category	Fleet and Equipment	Priority	1 Critical
Status	Active	Useful Life	15 years

Description

Purchase new dump truck and plow.

Justification

Replacing the 1998 Ford Dump Truck, along with its plow and sander, is essential to maintaining the efficiency and reliability of the City's snow and ice removal operations. After 25 years of service, the vehicle and its equipment have become increasingly prone to mechanical failures, higher maintenance costs, and reduced performance. A new dump truck with updated plowing and sanding equipment will ensure dependable service during winter weather events, enhance operational safety, and reduce downtime for repairs. This replacement is a necessary investment to support critical Public Works functions and ensure effective service delivery to the community.

Expenditures	2026	2027	2028	2029	2030	Total
Equip/Vehicles/Furnishings	0	0	350,000	0	0	350,000
Total	0	0	350,000	0	0	350,000

Funding Sources	2026	2027	2028	2029	2030	Total
Equipment Fund	0	0	350,000	0	0	350,000
Total	0	0	350,000	0	0	350,000

2026 thru 2030

Capital Improvement Plan

Spring Lake Park, MN

Project # 71

Project Name Bucket Truck Replacement

Total Project Cost	\$75,000	Contact	George Linngren, Public Works Director
Department	Public Works	Type	Equipment Acquisition
Category	Fleet and Equipment	Priority	3 Important
Status	Active	Useful Life	10 years

Description

Purchase new bucket truck for Public Works

Justification

Replace 2004 bucket truck chassis that is at end of life. Truck chassis has 150,000 miles on it. Bucket was replaced in 2025. Public Works utilizes the bucket truck for tree trimming, traffic signal maintenance and emergency response.

Expenditures	2026	2027	2028	2029	2030	Total
Equip/Vehicles/Furnishings	0	75,000	0	0	0	75,000
Total	0	75,000	0	0	0	75,000

Funding Sources	2026	2027	2028	2029	2030	Total
Equipment Fund	0	75,000	0	0	0	75,000
Total	0	75,000	0	0	0	75,000

2026 thru 2030

Capital Improvement Plan

Spring Lake Park, MN



Project # 88
Project Name Snow Blower for Skid Steer

Total Project Cost	\$10,000	Contact	George Linngren, Public Works Director
Department	Public Works	Type	Equipment Acquisition
Category	Fleet and Equipment	Priority	3 Important
Status	Active	Useful Life	15 years

Description

A skid steer snow blower is a hydraulically powered attachment designed for efficiently clearing snow from roads, sidewalks, and parking lots. Featuring a high-torque auger, adjustable chute, and durable steel construction, it allows for fast and precise snow removal in various winter conditions.

Justification

A skid steer snow blower attachment would provide an efficient solution for clearing snow from parks, trails, and ice rinks, ensuring safe and accessible recreational spaces during the winter months. Its powerful auger and adjustable chute allow for precise snow removal, reducing manual labor and improving winter maintenance efficiency.

Expenditures	2026	2027	2028	2029	2030	Total
Equip/Vehicles/Furnishings	10,000	0	0	0	0	10,000
Total	10,000	0	0	0	0	10,000

Funding Sources	2026	2027	2028	2029	2030	Total
Equipment Fund	10,000	0	0	0	0	10,000
Total	10,000	0	0	0	0	10,000

2026 thru 2030

Capital Improvement Plan

Spring Lake Park, MN



Project #	91		
Project Name	Asphalt Roller		
Total Project Cost	\$15,000	Contact	George Linngren, Public Works Director
Department	Public Works	Type	Equipment Acquisition
Category	Fleet and Equipment	Priority	1 Critical
Status	Active	Useful Life	10 years

Description

An asphalt roller is a compact, self-propelled machine designed for efficiently compacting asphalt and soil for street and parking lot repairs. The roller ensures uniform surface compaction for durable and even pavement.

Justification

The asphalt roller would be a valuable asset for the City, providing an efficient and cost-effective solution for maintaining and repairing streets, parking lots, and other paved surfaces. Its compact size allows for easy maneuverability in tight spaces, while its vibration and compaction capabilities ensure durable, long-lasting pavement. Investing in this equipment would enhance the City's ability to complete timely repairs, improve road quality, and reduce long-term maintenance costs.

Expenditures	2026	2027	2028	2029	2030	Total
Equip/Vehicles/Furnishings	15,000	0	0	0	0	15,000
Total	15,000	0	0	0	0	15,000
Funding Sources	2026	2027	2028	2029	2030	Total
Municipal State Aid Maintenance	15,000	0	0	0	0	15,000
Total	15,000	0	0	0	0	15,000

2026 thru 2030

Capital Improvement Plan

Spring Lake Park, MN



Project # 92

Project Name Ballfield Drag UTV

Total Project Cost	\$25,000	Contact	George Linngren, Public Works Director
Department	Public Works	Type	Equipment Acquisition
Category	Parks and Recreation	Priority	3 Important
Status	Active	Useful Life	15 years

Justification

Investing in a UTV with a ballfield drag for the City of Spring Lake Park will enhance the efficiency and quality of field maintenance while improving safety for players and the community. A properly groomed ballfield reduces the risk of injuries by eliminating uneven surfaces, compacted infields, and loose material buildup, ensuring a safer and more playable surface. Regular dragging also helps prevent ruts and puddles, which can cause game delays and field deterioration. Using a UTV with a ballfield drag significantly increases efficiency compared to manual raking or smaller, less powerful equipment, allowing staff to complete field maintenance more quickly and effectively. This will free up valuable staff time for other essential park maintenance tasks. Additionally, the UTV can serve multiple purposes beyond ballfield grooming, such as transporting materials, assisting with landscaping projects, and supporting seasonal maintenance efforts. Investing in this equipment will not only enhance the quality of recreational facilities but also improve the overall effectiveness of the Parks and Recreation Department in serving the community.

Expenditures	2026	2027	2028	2029	2030	Total
Equip/Vehicles/Furnishings	25,000	0	0	0	0	25,000
Total	25,000	0	0	0	0	25,000

Funding Sources	2026	2027	2028	2029	2030	Total
Equipment Fund	25,000	0	0	0	0	25,000
Total	25,000	0	0	0	0	25,000

2026 thru 2030

Capital Improvement Plan

Spring Lake Park, MN

Project #	96		
Project Name	Aerator		
Total Project Cost	\$8,000	Contact	George Linngren, Public Works Director
Department	Public Works	Type	Furnishings, Fixtures and Equipment (FF&E)
Category	Fleet and Equipment	Priority	3 Important
Status	Active		

Description

This project provides for the purchase of a heavy-duty pull-behind turf aerator attachment compatible with the City's compact utility tractor. The aerator will be used for maintaining athletic fields, park turf areas, and other City-owned green spaces. The equipment will feature a core or plug-type design to relieve soil compaction, promote healthy root growth, and improve water and nutrient absorption.

Justification

The City's existing turf maintenance equipment does not provide adequate aeration capability for the number of parks and fields maintained. Contracting aeration services has proven costly and limits scheduling flexibility. Purchasing a dedicated aerator will allow City staff to perform aeration on a regular seasonal schedule, improving turf quality and extending the life of park and athletic field surfaces. This investment will enhance safety and playability of sports fields while reducing the long-term need for turf repair and reseeding.

Expenditures	2026	2027	2028	2029	2030	Total
Equip/Vehicles/Furnishings	0	8,000	0	0	0	8,000
Total	0	8,000	0	0	0	8,000
Funding Sources	2026	2027	2028	2029	2030	Total
Equipment Fund	0	8,000	0	0	0	8,000
Total	0	8,000	0	0	0	8,000

2026 thru 2030

Capital Improvement Plan

Spring Lake Park, MN



Project # 97
Project Name Leaf Sweeper

Total Project Cost	\$7,800	Contact	George Linngren, Public Works Director
Department	Public Works	Type	Furnishings, Fixtures and Equipment (FF&E)
Category	Parks and Recreation	Priority	3 Important
Status	Active	Useful Life	20 years

Description

This project provides for the purchase of a pull-behind lawn sweeper attachment to be used with the City's compact utility tractor. The lawn sweeper is designed for efficient collection of grass clippings, leaves, and debris from park turf areas, trails, and public grounds. The unit features a high-capacity hopper and mechanical brush system to enhance productivity and reduce manual cleanup labor.

Justification

The lawn sweeper will improve maintenance efficiency across the City's park system by allowing staff to quickly collect and remove debris after mowing, special events, and seasonal cleanup. It provides a cleaner, more professional park appearance and helps promote healthy turf by preventing thatch buildup. This attachment will also reduce staff time spent on manual raking and cleanup, freeing personnel for other maintenance needs.

Expenditures	2026	2027	2028	2029	2030	Total
Equip/Vehicles/Furnishings	7,800	0	0	0	0	7,800
Total	7,800	0	0	0	0	7,800

Funding Sources	2026	2027	2028	2029	2030	Total
Equipment Fund	7,800	0	0	0	0	7,800
Total	7,800	0	0	0	0	7,800

2026 thru 2030

Capital Improvement Plan

Spring Lake Park, MN

Project # 37

Project Name Sports Dome Pond Maintenance

Total Project Cost	\$30,000	Contact	George Linngren, Public Works Director
Department	Storm Water Utility	Type	Resiliency and Mitigation
Category	Utilities	Priority	3 Important
Status	Active	Useful Life	15 years

Description

Dredge pond north of Sports Dome on Highway 65 Service Drive

Justification

Remove brush and debris and excess material to have pond function as originally designed.

Expenditures	2026	2027	2028	2029	2030	Total
Construction/Maintenance	30,000	0	0	0	0	30,000
Total	30,000	0	0	0	0	30,000

Funding Sources	2026	2027	2028	2029	2030	Total
Storm Sewer Utility	30,000	0	0	0	0	30,000
Total	30,000	0	0	0	0	30,000

2026 thru 2030

Capital Improvement Plan

Spring Lake Park, MN



Project # 38

Project Name Terrace Road/78th Avenue Infiltration Project

Total Project Cost \$250,000

Department Storm Water Utility

Category Utilities

Status Active

Contact

Type

Priority

Useful Life

Phil Gravel, City Engineer

Resiliency and Mitigation

3 Important

50 years

Description

Remove berm and place infiltration swale along Terrace Road, south of 78th Avenue.

Justification

An infiltration swale will be added near the intersection of Terrace Road and 78th Avenue NE to help hold more water during heavy rain. This will reduce street flooding and help prevent damage to homes and vehicles in the area.

This project was included in the City's Local Surface Water Management Plan.

Expenditures	2026	2027	2028	2029	2030	Total
Construction/Maintenance	0	0	0	250,000	0	250,000
Total	0	0	0	250,000	0	250,000

Funding Sources	2026	2027	2028	2029	2030	Total
Storm Sewer Utility	0	0	0	250,000	0	250,000
Total	0	0	0	250,000	0	250,000

2026 thru 2030

Capital Improvement Plan

Spring Lake Park, MN



Project # 56
Project Name Storm Sewer Lining and Catch Basin Repair Project

Total Project Cost	\$250,000	Contact	George Linngren, Public Works Director
Department	Storm Water Utility	Type	Rehabilitation
Category	Transportation & Streets	Priority	3 Important
Status	Active	Useful Life	50 years

Description
Storm Sewer Lining Project

Justification
Project will lengthen life of the City's underground storm water conveyance system by repairing cracked, broken or partially collapsed pipe with a cure-in-place lining.

Prior	Expenditures	2026	2027	2028	2029	2030	Total
50,000	Construction/Maintenance	50,000	50,000	50,000	50,000	0	200,000
	Total	50,000	50,000	50,000	50,000	0	200,000

Prior	Funding Sources	2026	2027	2028	2029	2030	Total
50,000	Storm Sewer Utility	50,000	50,000	50,000	50,000	0	200,000
	Total	50,000	50,000	50,000	50,000	0	200,000

Budget Impact
This will reduce street sink holes, saving on costly street repairs due to cracked or leaking storm water pipes.

2026 through 2030
Capital Improvement Plan
Spring Lake Park, MN
Sources And Uses Of Funds Summary

Source	2026	2027	2028	2029	2030
Building Maintenance and Renewal					
Beginning Balance	208,441	224,323	240,682	257,532	274,887
<u>Revenues and Other Fund Sources</u>					
Total Revenues and Other Fund Sources	15,882	16,359	16,850	17,355	17,875
Total Funds available	224,323	240,682	257,532	274,887	292,762
<u>Expenditures and Uses</u>					
Total Expenditures and Uses	0	0	0	0	0
Change in Fund Balance	15,882	16,359	16,850	17,355	17,875
Ending Balance	224,323	240,682	257,532	274,887	292,762

Capital Investment Fund

Beginning Balance	1,826,428	1,872,564	1,920,384	1,969,939	2,020,380
<u>Revenues and Other Fund Sources</u>					
Total Revenues and Other Fund Sources	46,136	47,820	49,555	50,441	51,955
Total Funds available	1,872,564	1,920,384	1,969,939	2,020,380	2,072,335
<u>Expenditures and Uses</u>					
Total Expenditures and Uses	0	0	0	0	0
Change in Fund Balance	46,136	47,820	49,555	50,441	51,955
Ending Balance	1,872,564	1,920,384	1,969,939	2,020,380	2,072,335

Capital Replacement Fund

Beginning Balance	426,273	434,873	443,573	452,373	461,273
<u>Revenues and Other Fund Sources</u>					
Total Revenues and Other Fund Sources	8,600	8,700	8,800	8,900	9,000
Total Funds available	434,873	443,573	452,373	461,273	470,273
<u>Expenditures and Uses</u>					
Total Expenditures and Uses	0	0	0	0	0
Change in Fund Balance	8,600	8,700	8,800	8,900	9,000
Ending Balance	434,873	443,573	452,373	461,273	470,273

Equipment Fund

Beginning Balance	36,514	198,034	291,070	-146,667	-60,141
<u>Revenues and Other Fund Sources</u>					
Total Revenues and Other Fund Sources	204,320	214,536	225,263	236,526	248,352
Total Funds available	240,834	412,570	516,333	89,859	188,211
<u>Expenditures and Uses</u>					
Total Expenditures and Uses	42,800	121,500	663,000	150,000	0
Change in Fund Balance	161,520	93,036	-437,737	86,526	248,352
Ending Balance	198,034	291,070	-146,667	-60,141	188,211

Source	2026	2027	2028	2029	2030
HRA Excess Fund					
Beginning Balance	77,469	298,569	519,669	740,769	941,869
<u>Revenues and Other Fund Sources</u>					
Total Revenues and Other Fund Sources	224,400	224,400	224,400	204,400	204,400
Total Funds available	301,869	522,969	744,069	945,169	1,146,269
<u>Expenditures and Uses</u>					
Total Expenditures and Uses	3,300	3,300	3,300	3,300	3,300
Change in Fund Balance	221,100	221,100	221,100	201,100	201,100
Ending Balance	298,569	519,669	740,769	941,869	1,142,969

Municipal State Aid Maintenance

Beginning Balance	221,899	271,615	336,808	402,463	468,563
<u>Revenues and Other Fund Sources</u>					
Total Revenues and Other Fund Sources	100,216	101,218	102,230	103,250	104,282
Total Funds available	322,115	372,833	439,038	505,713	572,845
<u>Expenditures and Uses</u>					
Total Expenditures and Uses	50,500	36,025	36,575	37,150	25,000
Change in Fund Balance	49,716	65,193	65,655	66,100	79,282
Ending Balance	271,615	336,808	402,463	468,563	547,845

Park Acquisition & Improvements

Beginning Balance	205,871	-13,629	-193,629	-313,629	-313,629
<u>Revenues and Other Fund Sources</u>					
Total Revenues and Other Fund Sources	0	0	0	0	0
Total Funds available	205,871	-13,629	-193,629	-313,629	-313,629
<u>Expenditures and Uses</u>					
Total Expenditures and Uses	219,500	180,000	120,000	0	75,000
Change in Fund Balance	-219,500	-180,000	-120,000	0	-75,000
Ending Balance	-13,629	-193,629	-313,629	-313,629	-388,629

Public Utility Renewal and Replacement

Beginning Balance	1,366,115	939,199	592,438	535,338	509,502
<u>Revenues and Other Fund Sources</u>					
Total Revenues and Other Fund Sources	175,000	225,000	275,000	325,000	325,000
Total Funds available	1,541,115	1,164,199	867,438	860,338	834,502
<u>Expenditures and Uses</u>					
Total Expenditures and Uses	601,916	571,761	332,100	350,836	512,326
Change in Fund Balance	-426,916	-346,761	-57,100	-25,836	-187,326
Ending Balance	939,199	592,438	535,338	509,502	322,176

Source	2026	2027	2028	2029	2030
Revolving Construction					
Beginning Balance	1,030,000	1,230,276	1,282,423	1,334,570	1,386,717
<u>Revenues and Other Fund Sources</u>					
Total Revenues and Other Fund Sources	282,776	134,647	134,647	134,647	134,647
Total Funds available	1,312,776	1,364,923	1,417,070	1,469,217	1,521,364
<u>Expenditures and Uses</u>					
Total Expenditures and Uses	82,500	82,500	82,500	82,500	0
Change in Fund Balance	200,276	52,147	52,147	52,147	134,647
Ending Balance	1,230,276	1,282,423	1,334,570	1,386,717	1,521,364

Storm Sewer Utility					
Beginning Balance	143,890	133,890	158,890	188,890	-26,110
<u>Revenues and Other Fund Sources</u>					
Total Revenues and Other Fund Sources	70,000	75,000	80,000	85,000	0
Total Funds available	213,890	208,890	238,890	273,890	-26,110
<u>Expenditures and Uses</u>					
Total Expenditures and Uses	80,000	50,000	50,000	300,000	0
Change in Fund Balance	-10,000	25,000	30,000	-215,000	0
Ending Balance	133,890	158,890	188,890	-26,110	-26,110

Capital Improvement Plan

Spring Lake Park, MN

Glossary

Accrual Basis of Accounting

The basis of accounting by which revenues are recorded when earned and expenditures are recorded when the liability is incurred.

Bond

A written promise to repay debt on a specific date in the future, along with payment of a specified amount of interest at predetermined intervals while the debt is outstanding. "Certificate", "warrant" and "note" are other names that refer to what is defined here as a bond.

- **General Obligation (GO) Bonds:** Bonds backed by the full taxing authority of the city.
 - **Revenue Bonds:** Bonds repaid from revenue generated by the project (e.g., utility rates, fees).
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Capital Asset

A long-term physical asset with a useful life of more than one year, such as land, buildings, equipment, or infrastructure.

Capital Budget

The portion of the budget allocated to fund capital projects, often spanning multiple years.

Capital Improvement Plan (CIP)

A multi-year planning document that identifies and prioritizes major physical infrastructure and equipment investments, including their funding sources.

Capital Project

A project that results in the acquisition, construction, or major repair of physical assets, such as roads, buildings, parks, or utility systems.

Contingency

A budget allocation for unforeseen costs during the design or construction of a capital project.

Debt Service

The payments (principal and interest) required to repay borrowed money used to fund capital projects.

Enterprise Fund

A self-sustaining fund used to finance city services that operate like businesses (e.g., water and sewer utilities), often used for related capital improvements.

Feasibility Study

An analysis conducted to determine the practicality and potential success of a proposed capital project.

Fiscal Year

A twelve-month period of time designated as the budget year. The fiscal year for the City of Spring Lake Park is the calendar year.

General Fund

The primary funding source for a city's operations, including non-restricted revenues such as property taxes, which can sometimes fund capital projects.

Infrastructure

The fundamental facilities and systems serving the community, such as roads, bridges, water, and sewer systems.

Local Surface Water Management Plan

A document developed by a city or municipality that outlines how local surface water resources, such as lakes, streams, wetlands, and stormwater systems, will be managed and protected. The plan typically includes strategies for water quality improvement, flood prevention, and compliance with state and federal water regulations. It serves as a guide for planning, infrastructure development, and environmental stewardship.

Pay-As-You-Go (PAYGO)

A funding strategy where capital projects are paid for directly with available funds rather than through debt.

Prioritization Criteria

The standards used to rank capital projects, often based on factors like urgency, safety, cost-benefit, or community impact.

Right-of-Way (ROW)

Land, typically owned by the city, used for infrastructure like roads, sidewalks, or utilities.

Useful Life

The estimated number of years a capital asset is expected to remain functional and provide benefits.



City of Spring Lake Park
Engineer's Project Status Report

To: Council Members and Staff
From: Phil Gravel

Re: **Status Report for 12.01.25 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 will be submitted to the MPCA 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 was North Valley, Inc. *Final payment can be processed (see separate letter).*

Future Water Tower Painting Project (19380xxxx). The CIP includes new 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 steps are to have KLM complete interior and exterior inspections in April 2026 and to submit an IUP application in May 2026.*

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.*

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.*

Possible 2026 street mill and overlay project (19380____). *The Public Works Director, Engineer, and Administrator are evaluating streets for a possible mill and overlay project next year.*

Possible 2026 Seal Coat and Crack Repair Project (19380____). A memo regarding a possible 2026 project will be presented at the December 15th meeting.

2025 AT&T on Arthur tower (Escrow # ME2025-0001). AT&T is replacing equipment. 2025-07-18 CDs are okay. KLM Engineering is providing inspections for the City. *A Preconstruction Conference was held on 11/12/2025.*

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 shifting traffic on Co. Rd. 10 with short-term closures. *A Staff meeting will be held with Anoka County on December 9th to discuss the project impacts.*

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