



**CITY COUNCIL REGULAR AGENDA  
MONDAY, JULY 15, 2024**

**ABLE PARK BUILDING, 8200 ABLE STREET NE at 7:00 PM**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. ADDITIONS OR CORRECTIONS TO AGENDA**
- 5. DISCUSSION FROM THE FLOOR**
- 6. CONSENT AGENDA**
  - [A.](#) Approval of Minutes - June 17, 2024 City Council Work Session
  - [B.](#) Approval of Minutes - June 17, 2024 City Council Meeting
  - [C.](#) Approval of Minutes - July 1, 2024 City Council Meeting
  - [D.](#) Approval of Claims List - General Disbursement #24-11 - \$1,353,703.78
  - [E.](#) Mayor's Proclamation - Parks and Recreation Month - July 2024
  - [F.](#) Park Camera Monitoring
  - [G.](#) Contractor's Request for Payment #3 - Final - 2023-2024 Sewer Lining Project - \$202,769.47
  - [H.](#) Public Right of Way Application - TAK Communications o/b/o Comcast
  - [I.](#) Contractor's Licenses
  - [J.](#) Business License
- 7. DEPARTMENT REPORTS**
  - [A.](#) Police Report
  - [B.](#) Recreation Report
- 8. ORDINANCES AND/OR RESOLUTIONS**
- 9. NEW BUSINESS**
  - [A.](#) Award Contract for Terrace Park Playground Sidewalk Addition
- 10. REPORTS**
  - A. Attorney Report
  - [B.](#) Engineer Report
  - [C.](#) Administrator Report
- 11. OTHER**
  - [A.](#) Close Meeting to Develop or Consider Offers or Counteroffers for the Purchase of Real or Personal Property Pursuant to M.S. § 13D.05, subd. 3(c)(3)
- 12. ADJOURN**

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

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

## **RULES FOR DISCUSSION FROM THE FLOOR AND PUBLIC HEARINGS**

### **DISCUSSION FROM THE FLOOR**

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

### **PUBLIC HEARINGS**

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

The following format will be used to conduct the hearing:

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

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

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

## OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council Work Session was held on June 17, 2024 at the Able Park Building, 8300 Able Street NE, at 5:30 PM.

### 1. CALL TO ORDER

Councilmember Wendling called the meeting to order at 5:35 PM.

#### MEMBERS PRESENT

Councilmember Ken Wendling  
Councilmember Goodboe-Bisschoff  
Councilmember April Moran

#### MEMBERS ABSENT

Councilmember Lisa Dircks  
Mayor Robert Nelson

#### STAFF PRESENT

Administrator Buchholtz

### 2. DISCUSSION ITEMS

#### A. Nuisance Ordinance Update Discussion (Buchholtz/Baker)

Administrator Buchholtz presented the proposed update of the City's nuisance ordinance. He stated that the revisions aim to align the ordinance with the latest model ordinance from the League of Minnesota Cities (LMC) and reflect recent legislative changes.

Administrator Buchholtz highlighted the key amendments, including updating the language for prerecorded telephone alarm messages, restructuring the general provisions section, updating language related to public nuisances, updating the weed ordinance to comply with M.S. § 412.925 relating to native plantings, excluding adult use cannabis from the controlled substance definitions for clandestine drug lab and chemical dump sites, aligning the tree management ordinance with the LMC model, changing code numbering for the Outdoor Storage of Wood and Unsolicited Written Materials ordinances, requiring contractor licenses for tree care and trimming service providers, and reducing the weed height from 9 to 8 inches in the 2018 International Property Maintenance Code.

Councilmembers discussed the proposed changes. CONSENSUS of the Council is to direct Administrator Buchholtz to schedule the proposed nuisance ordinance for a future Council meeting.

B. Review Performance Measures Annual Report (Buchholtz)

Administrator Buchholtz presented the 2023 Performance Measures Report. He highlighted the improved police response time and decrease in Group A crimes, improved financial position of the City and stable citizen satisfaction with City services. He noted that he would like to increase citizen participation in the community survey and encouraged City Councilmembers to brainstorm ideas to that effect. He stated that the report will be included on the June 17, 2024 Council meeting agenda.

No further action was required.

C. Adopting Streets in Spring Lake Park (Moran)

Councilmember Moran expressed her desire for the City to establish an "Adopt a City Street" program where particular streets in the city would be available for adoption. She stated that she would recommend including streets adjacent or in close proximity to commercial areas.

Councilmembers discussed the idea and expressed support. Administrator Buchholtz stated he would work to draft a policy for Council consideration.

**3. REPORT**

A. Council/Staff Reports - None

**4. ADJOURN**

Acting Mayor Wendling adjourned the meeting at 6:35pm.

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Ken Wendling, Acting Mayor

Attest:

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Daniel R. Buchholtz, Administrator, Clerk/Treasurer



## OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council Regular was held on June 17, 2024 at the City Hall, at 7:00 PM.

### 1. CALL TO ORDER

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

### 2. ROLL CALL

#### MEMBERS PRESENT

Councilmember Ken Wendling  
Councilmember Goodboe-Bisschoff  
Councilmember April Moran

#### MEMBERS ABSENT

Councilmember Lisa Dircks  
Mayor Robert Nelson

#### STAFF PRESENT

Police Chief Josh Antoine, Public Works Director George Linngren, Administrator Daniel Buchholtz

#### VISITOR

Sharon Weighous	781 84 <sup>th</sup> Ave NE	Spring Lake Park
Layla Weighous	781 84 <sup>th</sup> Ave NE	Spring Lake Park
Joshua Arney	794 84 <sup>th</sup> Ave NE	Spring Lake Park
Barbara Arney	794 84 <sup>th</sup> Ave NE	Spring Lake Park

### 3. PLEDGE OF ALLEGIANCE

### 4. ADDITIONS OR CORRECTIONS TO AGENDA

None

### 5. DISCUSSION FROM THE FLOOR

Ms. Sharon Weighous, 781 84<sup>th</sup> Avenue NE discussed the issue of dogs living at 780 84<sup>th</sup> Avenue NE running around freely. She stated that the dogs chase adults and children. She stated that the children are being pinned to where they need to climb up playground equipment and scream for help.

Ms. Weighous has stated that she has contacted both the residents and the landlord with no response.

Ms. Weighous says she contacted the Police Department regarding the issue. She stated that Sergeant Fiske was investigating to determine if a kennel license would be required for the property should it be determined that 4 or more dogs reside at the property. Ms. Weighous noted that by the time the police arrive the dogs are back in the home.

Police Chief Antoine stated that previous calls regarding the dog issue fell through the cracks in October of 2023. He stated that Sergeant Fiske has spoken to the owners and has issued citations for not having the animals licensed, as well as sending a rental housing letter.

Chief Antoine stated that neighbors should call. He stated that they hear the animals are out but the Police Department is not receiving the calls. He stated that officers have been instructed to issue citations when dealing with these dogs, when they are finding them off leash and out of the yard.

Councilmember Goodboe-Bisschoff inquired on who receives the citations. She asked if the renters or the homeowner receives the violation.

Chief Antoine stated that the renters get a letter notifying them that they violated one of the ordinance portions that allow the city to issue a rental housing letter. He said that the landlord receives a notice of the violation letting them now it has occurred, and they should recertify the violation with the renter. Chief Antoine stated that once 3 letters are received it is up to the landlord to remove the renter from the home. Chief Antoine stated that three letters is an eviction, and if the landlord does not evict the renter they lose their rental license for a year for any rental property in the City.

Chief Antoine stated that when reporting the dog's action, neighbors need to use descriptive words. He stated that officers have been instructed to use descriptive words when writing a report. He stated that the Police Department needs to know which dog is being reported as aggressive if there is more than one dog present.

## **6. CONSENT AGENDA**

- A. Approval of Minutes – June 3, 2024 City Council Work Session
- B. Approval of Minutes – June 3, 2024 City Council Meeting
- C. Approval of Claims – General Disbursement #24-09 - \$1,685,018.09
- D. Revenue and Expenditure Report – May 2024
- E. Statement of Fund Balance – May 2024
- F. Public right of way Application – Xcel Energy (36071123)
- G. Public right of Way Application – Xcel Energy (35272066)
- H. Contractor's Licenses
- I. Sign Permits

Motion made by Acting Mayor Wendling to approve Consent Agenda.

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

## 7. DEPARTMENT REPORTS

### A. Police Report

Chief Antoine reported that the Police Department responded to 823 calls for service in May 2024 compared to 853 calls for service for the month of May 2023. He stated that School Resource Officer Imig report covers the end of May and June. Chief Antoine stated that School Resource Officer Imig reported handling 13 calls for service in May, as well as handling 15 student contacts, 5 student escorts, and 4 follow-up investigations. He said that Officer Imig assisted with Prom and graduation.

Chief Antoine said Investigator Bennek handled 36 cases for the month of May, 31 of which were felony in nature and 5 misdemeanors. He said Investigator is monitoring 5 active forfeiture cases. Chief Antoine stated that Investigator Bennek worked with various banking institutions and federal law enforcement agencies on two separate \$1,000,000 wire fraud cases.

### B. Recreation Report

Recreation accepted as presented.

## 8. ORDINANCES AN/OR RESOLUTIONS

### A. Resolution 2024-42, Accepting Performance Measure Annual Report and Authorizing Submittal to the Office of the State Auditor

Administrator Buchholtz stated that this is the second year the City has participated in the performance measurement program. He said the City administered a community survey to determine progress towards the performance measures the City set forth. Administrator Buchholtz said that one of the benefits in participating in the program includes a small reimbursement.

Motion made by Councilmember Goodboe-Bisschoff to Approve Resolution 2024-42, Accepting Performance Measure Annual Report and Authorizing Submittal to the Office of the State Auditor.

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

**9. NEW BUSINESS**

- A. Approve Agreement for Assessing Services between City of Spring Lake Park and Erik Skogquist, SAMA and Mary Wells, SAMA

Motion made by Councilmember Goodboe-Bisschoff to Approve Agreement for Assessing Services between City of Spring Lake Park and Erik Skogquist, SAMA and Mary Wells, SAMA.

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

**10. REPORTS**

- A. Attorney's Report

No Report

- B. Engineer's Report

Engineer Gravel stated that the street project and the sealcoat project may be delayed due to weather. He inquired if something could be done about the amount of traffic on Sanburnol Drive and Elm Street. He stated that the street should be only open to local traffic, not through traffic.

Councilmember Goodboe-Bisschoff inquired if the amount of rain will have the surface going into the storm sewer. Engineer Gravel stated that the contractor has controls in place to prohibit that from happening.

- C. Administrator Report

Administrator Buchholtz gave an update on the progress of the City Hall Renovation/Expansion Project. Administrator Buchholtz offered an apology on behalf of staff to the residents for prematurely allowing the contractor to begin filling the cracks on the sealcoat project during Tower Days.

**11. OTHER**

- A. Correspondence

None

**12. ADJOURN**

Motion made by Acting Mayor Wendling to adjourn.

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

The meeting was adjourned at 7:34 PM

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Ken Wendling, Acting Mayor

Attest:

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Daniel R. Buchholtz, Administrator, Clerk/Treasurer

## OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council Regular was held on July 1, 2024 at the Able Park Building, 8200 Able Street NE, at 7:00 PM.

### 1. CALL TO ORDER

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

### 2. ROLL CALL

#### MEMBERS PRESENT

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

#### MEMBERS ABSENT

Councilmember April Moran

#### STAFF PRESENT

Building Official Jeff Baker, Public Works Director George Linngren, Attorney John Thames,  
Administrator Daniel Buchholtz

#### VISITORS

Karen Hedtke	7924 Quincy Street NE	Spring Lake Park MN
Hamza Refaya	697 79 <sup>th</sup> Avenue NE	Spring Lake Park MN
Vicki WazWaz	697 79 <sup>th</sup> Avenue NE	Spring Lake Park MN
Doug Beck	892 Highway 10 NE	Spring Lake Park MN
Roland Johnston	896 County Road 10 NE	Spring Lake Park MN

### 3. PLEDGE OF ALLEGIANCE

### 4. ADDITIONS OR CORRECTIONS TO AGENDA

None

### 5. DISCUSSION FROM THE FLOOR

Mr. Doug Beck, 892 County Highway 10 NE and Mr. Roland Johnston, 896 County Highway 10 expressed concerns over the road closure on Sanburnol Drive NE. He stated that the closure is affecting their business by 35%.

Councilmember Wendling inquired about the signs on the barriers and the electronic sign. He asked if they say local businesses accessibility. Mayor Nelson stated that the Police Department has posted on Facebook that local businesses are accessible.

Administrator Buchholtz said that staff will look into signs for the barriers notifying traffic that businesses are accessible.

## 6. CONSENT AGENDA

- A. Contractor's Request for Payment #1 – 2024 Seal Coat and Crack Repair Project - \$52,822.80
- B. Contractor's Request for Payment #1 – 2024 Sanburnol Drive, Elm Drive and 83<sup>rd</sup> Ave Improvements - \$242,047.96
- C. Pay Request #5 – City Hall Renovation/Expansion Project
- D. Request from SBM for Authorization to Purchase New Fire Engine
- E. Opt out of Ramsey County CDBG Entitlement
- F. Contractor's Licenses
- G. Sign Permits

Councilmember Wendling requested that Item 6D be pulled from the agenda for comments on the request from SBM Fire Truck purchase. He expressed his support for the purchase.

Item 6d was re-added to the agenda.

Motion made by Councilmember Wendling to approve the Consent Agenda.

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

## 7. DEPARTMENT REPORTS

### A. Public Works Report

Public Works Director Linngren gave an overview of the projects undertaken by the Public Works Department for the month of June. He stated that all the street patching has been done in advance of the seal coat project. He said that Valley Rich repaired the leaking manhole structure on Old Central and 78<sup>th</sup> Avenue NE. Director Linngren stated that Visu-Sewer relined portions of sewer main on Lakeview Lane NE and 80<sup>th</sup> Avenue NE between Old Central and Buchanan Street NE that had experienced failure.

Director Linngren updated the City Council on the construction taking place on Sanburnol Drive NE. He stated that curb installation and grading are scheduled for the week of July 8, weather permitting.

### B. Code Enforcement Report

Building Official stated that there were 23 administrative offense tickets issued during June. He said that there were a dozen notices sent addressing long grass. He said that only 3 of the tickets escalated to the administrative citation level. Building Official Baker said that

letters have been sent to all rental properties to remind the property managers and landlords to schedule their yearly inspection.

## 8. ORDINANCES AND/OR RESOLUTIONS

### A. Ordinance 494 – Ordinance Amending Chapter 9 of the Spring Lake Park City Code Relating to Health and Safety; Nuisances

Administrator Buchholtz gave an overview on the need to update the City's Code of Ordinances. He stated that staff prepared an update to the Nuisance ordinance section. Administrator Buchholtz said that the original code was based on the League of Minnesota Cities model ordinance.

Administrator Buchholtz discussed the proposed amendments to Chapter 9 of the Nuisance Ordinance.

Motion made by Councilmember Goodboe-Bisschoff to approve Ordinance 494 – Ordinance Amending Chapter 9 of the Spring Lake Park City Code Relating to Health and Safety; Nuisances.

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

### B. Resolution 2024-43, Authorizing Summary Publication of Ordinance 494, An Ordinance Amending Chapter 9 of the Spring Lake Park City Code Relating to Health and Safety; Nuisances

Administrator Buchholtz said that that the resolution would create a summary of Ordinance 494 to inform the public and to let the public know they can access a copy of the ordinance on the City website.

Motion made by Councilmember Wendling to approve Resolution 2024-43, Authorizing Summary Publication of Ordinance 494, An Ordinance Amending Chapter 9 of the Spring Lake Park City Code Relating to Health and Safety; Nuisances.

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

### C. Ordinance 495, Amending Spring Lake Park Code Section 11.08 Relating to Liquor Regulations

Administrator Buchholtz stated that the proposed amendments to the liquor ordinance would bring the City's liquor regulations into conformance with State Law. He stated that the regulations include the following:



1. Adding resorts as an establishment able to be issued an on-sale intoxicating liquor license;
2. Adding political committees registered under state law and state universities as entities able to obtain a temporary on-sale intoxicating liquor license;
3. Adding various types of liquor licenses which are authorized under State Law; and
4. Authorizing a reduction in annual license fee for off-sale intoxicating liquor licensees if they follow certain criteria outlined in State law regarding training for underage drinkers.

Motion made by Mayor Nelson to approve Ordinance 495, Amending Spring Lake Park Code Section 11.08 Relating to Liquor Regulations.

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

D. Resolution 2024-44, Authorizing Summary Publication of Ordinance 495, An Ordinance Amending Spring Lake Park Code Section 11.08 Relating to Liquor Regulations

Motion made by Councilmember Dircks to approve Resolution 2024-44, Authorizing Summary Publication of Ordinance 495, An Ordinance Amending Spring Lake Park Code Section 11.08 Relating to Liquor Regulations.

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

E. Resolution 2024-45, Denying Variance from Fencing Performance Standards at 697 79<sup>th</sup> Avenue NE

Administrator Buchholtz gave an overview of the variance request for 697 79<sup>th</sup> Avenue NE. He stated that the applicant is requesting to install a six-foot privacy fence in the front yard. He stated that the property is zoned R-1 and was constructed in 1956.

Administrator Buchholtz stated that the applicant is seeking a variance from SLPC 16.28.030 (F), which states that “no fence may exceed four feet in height above ground level in front of the front line of the residential structure, along any street or highway right-of-way, or in the front yard as defined by this title. He stated that the term “Yard, Front” is defined under SLPC 16.04.070 as “a yard extending across the front of the lot between the side yard lines and lying between the front street line of the lot and the nearest line of the building.

Administrator Buchholtz said that the on a corner lot, both sides adjacent to the street are considered the front yard, though the shortest street lot line shall be considered the front lot line. He stated that the although their front door is on 79<sup>th</sup> Avenue, the front of the applicant’s home is on Monroe Street NE because it is the short side of the property.

Administrator Buchholtz stated that the property currently has a 6-foot-tall white vinyl privacy fence along the northern property line, running from the western property line to the start of the front yard setback. He stated that the property owner is seeking to continue that 6-foot vinyl privacy fence to the right of way line and install a 6-foot-tall privacy fence along the right-of-way line on Monroe Street, ending at a point in line with the south east corner of the house. He said that there is no other fencing along the right of way of Monroe Street NE.

Administrator Buchholtz stated that the Planning Commission held a public hearing on the variance request at its meeting on June 24, 2024. He stated after reviewing the request and public comment, the Planning Commission recommended denial of the variance and recommended adoption of the findings of fact as listed below in support of the denial:

- A six-foot fence in the front yard along the right-of-way line is not reasonable under the circumstances as it would impair visibility for drivers and pedestrians, increasing the risk of accidents, particularly for residents backing out of nearby driveways.
- The proposed fence would disrupt the consistent and open visual appeal of the neighborhood, thereby impacting the essential character of the neighborhood.
- The property can continue to be used as a residential property without granting the variance. A fence can be constructed in conformance with the City Code while still providing backyard privacy to the owner of the property.
- The variance request does not meet the criteria set forth in SLPC 16.60.040 or State Law for the practical difficulties test in that there are numerous corner lots within the City that currently comply with the City Code and insufficient unique circumstances exist on the property to support the deviation from Code standards.

Ms. Vicki Wazwaz, 697 79<sup>th</sup> Avenue NE stated that the request is not in opposition to the City Code because she believes the front yard is along 79<sup>th</sup> Avenue NE, and not Monroe Street. She stated that they want the fence flush with the house for safety, security and privacy. She stated that the fence would not go past the frontline of the house. She states that the residents cannot enjoy their property because of the bus stop.

Councilmember Goodboe-Bisschoff inquired about the look of the neighbor's fence and its placement. Ms. Wazwaz stated that the fence would match the existing fence.

Mayor Nelson expressed safety concerns should the variance be granted as grounds for his opposition to the variance.

Motion made by Councilmember Wendling to approve Resolution 2024-45, Denying Variance from Fencing Performance Standards at 697 79<sup>th</sup> Avenue NE.

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

**9. NEW BUSINESS****A. Approval of Phase 1A Furniture Quote – Alternative Business Furniture**

Administrator Buchholtz stated that staff has been working with Alternative Business Furniture (ABF) on a design for the new office furniture. He stated that the City Council approved Phase 1 for the Police Department. He stated that the furniture is in production and it will be ready for the Police Department addition when it is completed in July.

Administrator Buchholtz stated that in addition to the Police Department being completed at the end of Phase 1 other areas will be completed, including the Recreation front counter and offices for the recreation supervisors. He stated that in addition to the recreation area the front conference room will be completed. Administrator Buchholtz stated that staff asked ABF to develop a quote for Phase 1A to order furniture for the areas to be completed along with office chairs for the Police Department addition.

Administrator Buchholtz stated that the proposed quote is \$34,897.03, and it includes delivery and installation. He said that staff is recommending approval of the Phase 1A quote. He stated that the funds will come from the furniture, fixtures and equipment budget for the project.

Mayor Nelson inquired if there was a way to resell the furniture. Administrator Buchholtz stated that while there is a glut of old office furniture for sale, he would work to ensure the furniture was reused.

Motion made by Councilmember Dircks authorizing Approval of Phase 1A Furniture Quote – Alternative Business Furniture.

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

**10. REPORTS****A. Attorney Report**

Attorney Thames stated that he wanted to make a point of clarification on Resolution 2024-45. He stated that Council approved the resolution as written. He stated his understanding from the discussion was to approve the resolution denying the variance that is the body of the variance.

Attorney Thames said for clarity, he wanted to make clear the body of the variance did say deny, the title at the beginning of the agenda did say denying, and the mayor did specifically ask if it was to deny, and Councilmember Wendling did confirm that. Attorney Thames stated that he wanted to make sure that everyone was clear on that statement.

A. Engineer's Report

Report accepted as presented.

C. Administrator Report

Administrator Buchholtz gave an update of the City hall Renovation/Expansion Project. He stated he attended the League of Minnesota Cities Conference.

**11. OTHER**

A. Correspondence

Councilmember Goodboe-Bisschoff gave a presentation on the accomplishment of the City reaching Step 1 of the GreenStep Cities Program. Administrator Buchholtz stated that staff's goal is to reach Step 2 next year.

Councilmember Wendling stated that Mr. and Mrs. Wax and Mr. and Mrs. Mods sent thank you letters complimenting the Recreation Department on the trips they recently took with staff.

B. Close Meeting to Develop or Consider Offers or Counteroffers for the Purchase of Real or Personal Property Pursuant to M.S. 13D.05, subd. 3(c)(3)

Motion made by Councilmember Wendling to close the City Council meeting to Develop or Consider Offers or Counteroffers for the Purchase of Real Property Pursuant to M.S. 13D.05, subd. 3(c)(3) for the property identified as 8478 Highway 65 NE.

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

Meeting was closed at 8:04 PM.

Meeting Reconvened at 8:19 PM.

Attorney Thames stated that the City Council met in closed session to discuss the meeting to Develop or Consider Offers or Counteroffers for the Purchase of Real Property Pursuant to M.S. 13D.05, subd. 3(c)(3) for the property identified as 8478 Highway 65 NE. He stated that, Council has provided staff and attorney direction.

**12. ADJOURN**

Motion made by Councilmember Wendling to adjourn.

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

The meeting was adjourned at 8:22 PM.

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Robert Nelson, Mayor

Attest:

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Daniel R. Buchholtz, Administrator, Clerk/Treasurer

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

Date: June 2024  
Page: 1  
Claim Res. #24-11

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>		<u>AMOUNT</u>
75896	CADY BUSINESS TECHNOLOGIES	PHONE SYSTEM	\$	838.48
75897	CARSON, CLELLAND & SCHREDER	ATTORNEY SERVICES	\$	10,273.50
75898	CENTERPOINT ENERGY	7820 TERRACE / 8502 CENTRAL / 8463 TERRACE	\$	621.14
75899	CENTRAL TURF & IRRIGATION SUPPLY	PARTS	\$	566.01
75900	CHANHASSEN DINNER THEATRES	VINTAGE VEGAS NEW YEARS EVE DAY TRIP	\$	350.00
75901	CONSTRUCTION RESULTS CORP	CITY HALL RENO / EXPANSN PROJ PMNT NO. 4	\$	998,398.13
75902	DO-GOOD.BIZ INC	NEW JOURNEYS - SPRING 2024	\$	1,350.41
75903	ECM PUBLISHERS, INC.	MY 28 PH REFAYA VARIANCE	\$	48.37
75904	FASTENAL COMPANY	PARTS	\$	25.87
75905	FERGUSON WATERWORKS #2518	PARTS	\$	2,657.90
75906	FLEETPRIDE	PARTS	\$	33.21
75907	FLEXIBLE PIPE TOOLS & EQUIPMENT	PARTS	\$	245.00
75908	GARY CARLSON EQUIPMENT CO	PARTS	\$	59.77
75909	GOLIATH HYDRO-VAC INC	VAC SERVICES FOR MAIN BREAKS	\$	3,613.75
75910	HACH COMPANY	WATER TESTING SUPPLIES	\$	5,812.62
75911	HAUGEN, CORY M	WATERWORKS OPERATOR CERT FEE REIMB	\$	23.00
75912	HAWKINS WATER TREATMENT	WATER CHEMICALS	\$	8,438.72
75913	INDIGITAL	SCANNING SERVICES	\$	2,218.99
75914	INSTRUMENTAL RESEARCH INC	APRIL WATER TESTING	\$	96.00
75915	JEFF SANDINO	TANTALIZING THAI CUISINE CLASS	\$	252.00
75916	KENNETH A. TOLZMANN, SAMA	2ND QTR BILLING FOR 2025 PAYABLE 2026 PROF	\$	9,425.63
75917	MANSFIELD OIL COMPANY	UNLEADED & DIESEL FUEL	\$	4,233.88
75918	MENARDS - BLAINE	PARTS	\$	102.12
75919	METROPOLITAN COUNCIL	WASTE WATER SERVICES DEF REV	\$	51,957.59
75920	MICHAEL LEDMAN	ADULT YOGA MAY SESSION	\$	405.00
75921	MINNEAPOLIS SAW COMPANY, INC.	CIRCULAR SAW BLADE	\$	49.98
75922	MINNESOTA DEPT OF HEALTH	WATERWORKS OPERATOR CERT FEE TH / TB	\$	46.00
75923	MINNESOTA POLLUTION CONTROL AGENCY	WASTEWATER CERTIFICATION FEE-T. HELLER	\$	45.00
75924	NAPA AUTO PARTS	PARTS	\$	115.81
75925	NELSON NICOLE M	ABLE BLDG RENTAL DEPOSIT REFUND	\$	100.00
75926	NORSAN	SUPPLIES	\$	206.33
75928	ON SITE SANITATION INC	STD CONSTRUCTION RESTROOM	\$	38.57
75929	PALEN KIMBALL, LLC DBA SIGNATURE MECHAN	TEST 7 RPZ	\$	1,405.00
75930	PARAMOUNT CENTER FOR THE ARTS	VINTAGE VEGAS JUNE 2024	\$	1,165.00
75931	R & J TOURS	LAKE GENEVA GEMS EXTENDED TRIP 7/9-7/12	\$	1,779.00
75932	SCHMIDT CURB COMPANY, INC	CONCRETE REPAIRS	\$	4,000.00
75933	SLP FIRE DEPARTMENT	FIRE PROTECTION SERVICES JUNE 2024	\$	23,215.00
75934	SLP RECREATION	PETTY CASH / PETTY CASH FOR 500 TOURNAMEI	\$	361.00
75935	SMITH SCHAFFER & ASSOCIATES	2023 AUDITING SERVICES	\$	1,500.00
75936	SPECIALTY SOLUTIONS LLC	PROF. LANDSCAPE, DENSE SHADE, PRO ATH	\$	787.41
75937	SUMMIT FIRE PROTECTION	FIRE SPRINKLER SYSTEM INSPECTION	\$	1,625.00
75938	TESS GEORGAKOPOULOS	SPRING ROLL SYMPHONY COOKING CLASS 05/18	\$	60.00
75939	THE HOME DEPOT CREDIT SERVICES	CC PMNT	\$	324.77
75940	TWIN CITIES BMEU WEST	POSTAGE FOR UTILTIY BILLS	\$	600.00
75941	TWIN CITY HARDWARE	CITY HALL DOOR REPAIR	\$	520.00
75942	VALLEY-RICH CO., INC.	MAIN BREAK REPAIRS	\$	11,821.20
75943	WATER CONSERVATION SERVICE INC	LEAK LOCATES	\$	912.10
75944	WESLEY GOLDBERG	MILEAGE REIMB 12/2023 - 05/2024	\$	220.50

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

Date: June 2024  
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Claim Res. #24-11

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>		<u>AMOUNT</u>
75945	ZULEY AWARDS	TOWER DAYS TROPHIES / PLAQUES	\$	253.14
75946	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	\$	599.69
75947	ANOKA COUNTY 4-H	COMPOST BIN MONITORING 06/08-06/09	\$	1,129.20
75948	AT & T MOBILITY	CELL PHONE SERVICES	\$	1,157.60
75949	BEST WESTERN HOTEL CHEQUAMEGON	LAKE SUPERIOR LOOP LODGING	\$	3,355.76
75950	BONNIE ANDERSON	GIRLFRIENDS GETAWAY REFUND	\$	100.00
75951	CENTERPOINT ENERGY	MONTHLY UTILITIES	\$	224.70
75952	CINTAS	FLOOR MATS	\$	108.25
75954	COMCAST	ABLE WARMING HOUSE MONTHLY UTILITIES	\$	149.72
75955	COMPUTER INTERGRATION TECHNOLOGIES	ON SITE & REMOTE SERVICES	\$	44.00
75956	CONNEXUS ENERGY	STREET LIGHTS	\$	9.54
75957	DEBRA MEWHORTER	GIRLFRIENDS GETAWAY REFUND	\$	100.00
75958	ECM PUBLISHERS, INC.	PH NOTICES / RECYCLING TOWER DAYS AD	\$	397.12
75959	HOLIDAY INN EXPRESS	LAKE SUPERIOR LOOP LODGING	\$	3,237.80
75960	INDIGITAL	SCANNING SERVICES	\$	3,014.68
75961	JOSH ANTOINE	CELL PHONE REIMBURSEMENT	\$	50.00
75962	KAY OKEY	MILEAGE REIMB 01/24 - 06/24	\$	228.87
75963	LANGUAGE LINE SERVICES	INTERPRETATION SERVICES	\$	342.99
75964	LITHIA MOTORS SUPPORT SERVICES	OIL FILTER	\$	43.36
75965	MADLINE ISLAND FERRY	LAKE SUPERIOR LOOP	\$	1,212.50
75966	MARIE RIDGEWAY LISS, LLC	SLP POWER PROGRAM	\$	400.00
75967	METRO-INET	DATA SERVICES	\$	173.00
75968	METROPOLITAN COUNCIL	SAC DEFERRAL PROGRAM	\$	2,771.44
75969	ON SITE SANITATION INC	STD CONSTRUCTION RESTROOM	\$	288.00
75970	PANTHER TRACK BOOSTERS	TOWER DAYS	\$	360.00
75972	SPLIT ROCK LIGHTHOUSE	LAKE SUPERIOR LOOP	\$	330.00
75973	WALTERS RECYCLING REFUSE SERV	MONTHLY RECYCLING SERVICES	\$	11,401.75
75974	XCEL ENERGY	MONTHLY UTILITIES	\$	153.55
75975	ACTION OVERHEAD GARAGE DOOR	GARAGE DOOR REPAIRS	\$	1,194.00
75976	ADESA MINNEAPOLIS	2003 NISSAN ALTIMA AUCTION SALE 06/11/24	\$	225.75
75977	AMERICAN ENGINEERING TESTING	CITY HALL RENO/EXPANSION PROJECT	\$	3,671.10
75978	ASPEN MILLS	UNIFORM ALLOWANCE--LOHSE-JOHNSON / BLO	\$	178.10
75979	BCA BTS	ONLINE RECERT TRAINING--FISKE	\$	75.00
75980	CAR WASH PARTNERS INC (dba: MISTER CAR W	CAR WASHES	\$	136.00
75981	COMCAST	8251 ARTHUR ST MONTHLY UTILITIES	\$	113.07
75982	COMM-WORKS, LLC	PARK CAMERA MONITORING	\$	125.00
75983	COMPUTER INTERGRATION TECHNOLOGIES	AGREEMENT MANAGED SERVICES	\$	5,202.00
75984	CONNEXUS ENERGY	8500 CENTRA / 8463 TERRACE MONTHLY UTILITI	\$	341.45
75985	DIAMOND VOGEL PAINTS	PAINT	\$	1,417.00
75986	EVIDENT INC.	EVIDENCE ROOM SUPPLIES	\$	90.78
75987	FASTENAL COMPANY	PARTS	\$	4.99
75988	GOPHER STATE ONE-CALL INC	LOCATES	\$	174.15
75989	GWEN RADISEWITZ	UB REFUND ACCT# 18-8047-00-03	\$	150.72
75990	INDIGITAL	SCANNING SERVICES	\$	5,599.71
75991	JSB SURVEILLANCE	2ND HALF DOOR & CAMERA SYSTEM PMNTS	\$	19,624.00
75992	KEN BROWN	VINTAGE VEGAS WITHDRAW X2	\$	194.00
75993	LANDS' END	UNIFORM ALLOWANCE--KILEY	\$	99.85
75994	LITHIA MOTORS SUPPORT SERVICES	AUTO EQUIPMENT & REPAIRS	\$	3,293.95

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

Date: June 2024  
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Claim Res. #24-11

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>		<u>AMOUNT</u>
75995	MANSFIELD OIL COMPANY	UNLEADED FUEL	\$	1,061.64
75996	METLIFE	COBRA DENTAL PMNT	\$	146.50
75997	MINNESOTA POLLUTION CONTROL AGENCY	WASTEWATER OP EXAM FEE--C.HAUGEN	\$	55.00
75998	MN CHIEFS OF POLICE ASSOCIATION	CLEO & COMMAND ACADEMY--KRAMER	\$	825.00
75999	MTI DISTRIBUTING INC	PARTS	\$	194.84
76000	NEW BRIGHTON PARKS & RECREATION	SPRING BREAK 2024	\$	1,375.00
76001	NORHTERN TOOL & EQUIPMENT	PARTS	\$	326.68
76002	OFFICE OF MN.IT SERVICES	FIBER OPTICS	\$	44.60
76003	TASC	COBRA ADMIN FEE	\$	33.28
76004	TOLL GAS & WELDING SUPPLY	PARTS	\$	68.10
76005	USS MINNESOTA ONE MT LLC	SOLAR	\$	14,677.12
76006	WALTERS RECYCLING REFUSE SERV	DISPOSAL--TRASH/ RECYCLING/ ORGANICS	\$	2,251.08
76007	WANDA BROWN-MCGRECK	MILEAGE REIMB-ST. ANTHONY CITY HALL 06/11	\$	40.87
76008	TODD STUPNIK	MUSIC IN THE PARK 06/26	\$	240.00
76009	AMERITAS	PAYROLL	\$	74.84
76010	CENTRAL PENSION FUND	PAYROLL	\$	3,120.00
76011	DEARBORN LIFE INSURANCE COMPANY	PAYROLL	\$	395.90
76012	HEALTH PARTNERS, INC	PAYROLL	\$	30,955.84
76013	LELS	PAYROLL	\$	705.00
76014	LOCAL 49	PAYROLL	\$	210.00
76015	METLIFE	PAYROLL	\$	1,927.72
76016	NCPERS GROUP LIFE INS	PAYROLL	\$	32.00
76017	ADAM'S ON-TIME PLUMBING & WATER HEA	PERMIT REFUND 603 BALLANTYNE LN	\$	60.00
76018	ALTERNATIVE BUSINESS FURNITURE	FURNITURE	\$	31,791.48
76019	BARBARA HURD	MATURE DRIVERS 4HR WITHDRAW	\$	29.00
76020	CAROL PETERSON	VINTAGE VEGAS DAY TRIP REFUND	\$	97.00
76021	CASCADE LODGE LAKE SUPERIOR	LAKE SUPERIOR LOOP 2024-MEAL	\$	546.00
76022	CINTAS	FLOOR MATS	\$	108.25
76023	CIVICPLUS LLC	MUNICODE LICENSE RENEWAL	\$	2,200.00
76024	ECM PUBLISHERS, INC.	PH HAMZA VARIANCE	\$	48.37
76025	JEFF SANDINO	SUSHI COOKING CLASS	\$	540.00
76026	LAURA THRO-ANDERSON	ABLE PARK PLAYGROUND TRAINING SPEAKER	\$	300.00
76027	LESLIE & TREYTON DANIELS	ABLE BLDG RENTAL DEPOSIT/ ACCT BAL REFUND	\$	150.00
76028	MICHAEL LEDMAN	ADULT YOGA JUNE SESSION	\$	243.00
76029	MINNESOTA CITY/COUNTY MANAGEMENT ASS	MCMA MEMBERHSIP RENEWAL-D.BUCHHOLTZ	\$	180.00
76030	MINNESOTA COACHES, INC	DAY TRIP BUS-BEAUTIFUL CHANHASSEN DT	\$	1,200.94
76031	ODP BUSINESS SOLUTIONS, LLC	SUPPLIES	\$	255.77
76032	PLUNKETT'S INC	PEST CONTROL	\$	104.16
76033	REVOLUTIONARY SPORTS, LLC	2024 SPRING SESSIONS I&II + SUMMER SESSION	\$	2,235.80
76034	RON AND CAROL SEVRE	NATIONAL PARK TOUR DEPOSIT REFUND	\$	200.00
76035	SHRED-IT USA	SHREDDING SERVICES	\$	134.76
76036	SLP FIRE DEPARTMENT	FIRE PROTECTION SERVICES JULY 2024	\$	23,215.00
76037	SOCIAL CLUB SIMPLE	SOCIAL SIMPLE CANVA 06/11	\$	15.00
76038	VOIGT'S BUS COMPANIES	TOWER DAYS BUS	\$	744.41
76039	WILLIE MCCRAY	SOFTBALL UMPIRE	\$	665.00
76040	XCEL ENERGY	MONTHLY UTILITIES	\$	3,386.79
<b>TOTAL DISBURSEMENTS</b>			<b>\$</b>	<b>1,353,703.78</b>



WHEREAS,

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

WHEREAS,

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

\_\_\_\_\_  
\_\_\_\_\_

are proper.

NOW, THEREFORE BE IT RESOLVED:

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

Signed: \_\_\_\_\_  
Mayor

Councilmembers:

\_\_\_\_\_

\_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Daniel Buchholtz, Admin/Clerk-Treasurer



**MAYOR'S PROCLAMATION  
PARKS AND RECREATION MONTH  
JULY 2024**

**WHEREAS**, parks and recreation is an integral part of communities throughout this country, including the City of Spring Lake, promoting health, wellness, and time spent in nature; and

**WHEREAS**, parks and recreation positively impacts mental health, cognitive performance, and well-being, while alleviating illnesses such as depression, attention deficit disorders, and Alzheimer's; and

**WHEREAS**, parks and recreation encourages physical activities, providing space for popular sports, hiking trails, swimming pools, and activities promoting active lifestyles; and

**WHEREAS**, parks and recreation serves as a leading provider of healthy meals, nutrition services, and education; and

**WHEREAS**, park and recreation programming and education activities are critical to childhood development; and

**WHEREAS**, parks and recreation contributes to a community's economic prosperity through increased property values, expansion of the local tax base, increased tourism, attraction and retention of businesses, and crime reduction; and

**WHEREAS**, parks and recreation plays a fundamental role in environmental well-being, ecological beauty, and resilience against natural disasters and climate change; and

**WHEREAS**, the United States House of Representatives has designated the month of July as Parks and Recreation Month, recognizing the vital contributions of parks and recreation to the fabric of our society.

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

**PARKS AND RECREATION MONTH**

in the City of Spring Lake Park and do hereby commend the City's Recreation staff for the profound and enduring impacts they consistently make in our community.

Dated this seventeenth day of July, two thousand twenty-four.

---

Robert Nelson, Mayor

ATTEST:

---

Daniel R. Buchholtz, City Administrator

**Amendment 1 to SERVICES SUPPLEMENT (“Amendment 1”)**

This Amendment number 1 to SERVICES SUPPLEMENT: NAP Management aka Comm-Works, LLC dba New Era Technology CW dated August 16, 2016 by and between City of Spring Lake Park (“Customer”) and Comm-Works, LLC d/b/a New Era Technology CW (“Comm-Works”). This Amendment supplements and amends that certain SERVICE SUPPLEMENT: dated August 16, 2016, (the “Agreement”) by and between Customer and Comm-Works.

NOW, THEREFORE, in consideration of the mutual promises of the parties hereto and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Customer and Comm-Works agree as follows:

1. This Amendment will delete Schedule A Pricing for 5 locations for NAP Carrier Management/NOC Support at \$25.00 per location and NAP Routine Maintenance at \$145.00 per quarter. Pricing will be replace with \$55.00 per month for each location totaling \$275.00 per month.
2. No additional pricing will change as stated under Other Services Outside of the Statement of work.
3. The initial term of this Agreement shall be for a period of thirty-six (36) months following the effective date, unless either Comm-Works or Client terminates it in accordance with the conditions set forth in this Agreement. Unless a party notifies the other party in writing at least sixty (60) days in advance of the expiration of the initial term or any extension of the term of its intention not to renew this Agreement, this Agreement shall automatically renew for an additional twenty-four (24) month term. If either party provides timely written notice to the other of its intention not to renew this Agreement, the Agreement shall then terminate at the end of the current term.

Client may terminate this Agreement at any time during the term without cause by providing sixty (60) days advance written notice to Comm-Works provided that Client pays an early termination fee equal to the sum of the monthly service fee charged for the current term in effect at the time Comm-Works receives such notice, multiplied by the number of months left in the then current term

By: City of Spring Lake Park  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

By: Comm-Works, LLC d/b/a New Era Technology CW  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Address: 1405 Xenium Lane No., Suite 120  
Minneapolis, MN 55441  
\_\_\_\_\_



## Memorandum

Date: July 15, 2024

To: Mayor and City Council

Re: City Hall and Park Camera Monitoring Agreement

Mayor and City Council Members,

I have received an amendment to services from New Era Technology CW (also known as Comm-Works), our park camera monitoring and maintenance company, for the 2025 budget. Initially, New Era Technology billed us monthly for monitoring the camera system and quarterly for routine maintenance. However, they have recently changed their billing structure to combine monitoring and maintenance into a single monthly charge. This bundled monthly billing is slightly more cost-effective than the previous quarterly billing arrangement.

I have attached the amendment to services to this memorandum and request that the city council approve this change in billing for the 2025 budget.

Thank you,

Chief Josh Antoine



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

July 8, 2024

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

Re: 2023-2024 Sanitary Sewer Lining Project  
Project No. 193805871  
**Contractor's Request for Payment No. 3-FINAL**

Dear Dan:

Attached for city approval is Contractor's Request for Payment No. 3-FINAL for the 2023-2024 Sanitary Sewer Lining project. The prime Contractor on this project is Visu-Sewer.

This includes payment for all work on the project. This request releases the cash retainage. With approval of this payment request, the city is accepting the project. Repairs to 3 failed liner segments have been completed as has the associated street patching. The final total construction amount is \$1,051,778.20. A partial lien waiver and MN Dept. of Revenue IC-134 form is attached to the payment request.

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 Visu-Sewer, Inc. in the amount of \$202,769.47.**

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

One year warranty sewer televising inspection will need to be completed this fall. That work will be completed under a separate contract. Feel free to contact us if you have any questions.

Regards,  
**STANTEC**

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

Phil Gravel  
City Engineer

Enclosures

cc: Pete Baumann, Visu-Sewer  
Geroge Linngren, Public Works Director



Owner: City of Spring Lake Park, 1301 81st Ave. NE, Spring Lake Park, MN 55432	Date: June 17, 2024
For Period: 3/12/2024 to 6/17/2024	Request No: 3/FINAL
Contractor: Visu-Sewer, Inc., W230 N 4855 Betker Dr., Pewaukee, WI 53072	

**CONTRACTOR'S REQUEST FOR PAYMENT**  
 2023 SANITARY SEWER LINING PROJECT  
 STANTEC PROJECT NO. 193805871

SUMMARY

1	Original Contract Amount		\$	1,047,746.00
2	Change Order - Addition	\$	0.00	
3	Change Order - Deduction	\$	0.00	
4	Revised Contract Amount		\$	1,047,746.00
5	Value Completed to Date		\$	1,051,778.20
6	Material on Hand		\$	0.00
7	Amount Earned		\$	1,051,778.20
8	Less Retainage 0%		\$	0.00
9	Subtotal		\$	1,051,778.20
10	Less Amount Paid Previously		\$	849,008.73
11	Liquidated damages -		\$	0.00
12	AMOUNT DUE THIS REQUEST FOR PAYMENT NO.	<u>3/FINAL</u>	\$	<u>202,769.47</u>

Recommended for Approval by:  
**STANTEC**

*Phil Gravel* 7/8/2024

Approved by Contractor:  
**VISU-SEWER, INC.**

*Peter J Blumann*  
 PETER J BLUMANN

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
<b>BASE BID</b>							
1	MOBILIZATION	LS	1	3600.00	0.25	1	\$3,600.00
2	TRAFFIC CONTROL	LS	1	2500.00	0.25	1	\$2,500.00
3	SEWER REHABILITATION, 8 or 9-INCH CIPP	LF	35710	27.60	4523	35807	\$988,273.20
4	HYDROPHILIC END SEAL	EA	260	120.00	34	248	\$29,760.00
5	CLEAN AND INSPECT SERVICE LATERAL CONNECTION	EA	50	485.00	57	57	\$27,645.00
6	TRIM INTRUDING SERVICE TAP	EA	4	150.00	0	0	\$0.00
	TOTAL BASE BID						<u>\$1,051,778.20</u>
	TOTAL BASE BID						<u>\$1,051,778.20</u>
	<b>WORK COMPLETED TO DATE:</b>						<b><u>\$1,051,778.20</u></b>

**PROJECT PAYMENT STATUS**

OWNER CITY OF SPRING LAKE PARK  
STANTEC PROJECT NO. 193805871  
CONTRACTOR VISU-SEWER, INC.

**CHANGE ORDERS**

No.	Date	Description	Amount
<b>Total Change Orders</b>			

**PAYMENT SUMMARY**

No.	From	To	Payment	Retainage	Completed
1	01/01/2024	01/29/2024	397,938.28	20,944.12	418,882.40
2	01/30/2024	03/11/2024	451,070.45	44,684.67	893,693.40
3/FINAL	03/12/2024	06/17/2024	202,769.47		1,051,778.20

**Material on Hand**

Total Payment to Date		\$1,051,778.20	Original Contract	\$1,047,746.00
Retainage Pay No.	3/FINAL		Change Orders	
Total Amount Earned		\$1,051,778.20	Revised Contract	\$1,047,746.00



**PARTIAL WAIVER OF LIEN**

To Whom It May Concern:

WHEREAS the undersigned has been employed by the CITY OF SPRING LAKE PARK to furnish labor and materials for SEWER LINING work, for the improvement of the premises described as 2023 SANITARY SEWER LINING PROJECT – STANTEC PROJECT NO. 193805871 in the CITY OF SPRING LAKE PARK, Counties of ANOKA AND RAMSEY, State of MINNESOTA, of which the CITY OF SPRING LAKE PARK is the owner.

NOW, THEREFORE, this 2<sup>ND</sup> day of JULY, 2024, for and in consideration of the sum of EIGHT HUNDRED FORTY NINE THOUSAND EIGHT Dollars AND 73/100 (\$849,008.73) paid simultaneously herewith, the receipt whereof is hereby acknowledged by the undersigned, the undersigned does hereby waive and release to the extent only of the aforesaid amount, any lien rights to, or claim of lien with respect to and on said above-described premises, and the improvements thereon, and on the monies or other considerations due or to become due from the owner, by virtue of said contract, on account of labor, services, materials, fixtures, apparatus or machinery furnished by the undersigned to or for the above-described premises, but only to the extent of the payment aforesaid.

Corporate Seal



VS #23345M

VISU-SEWER, LLC.

  
\_\_\_\_\_  
Signature

KEITH M. ALEXANDER , PRESIDENT  
Printed Name and Title



## Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

### Confirmation Summary

Confirmation Number:	1-691-162-464
Submitted Date and Time:	3-Jul-2024 7:51:20 AM
Legal Name:	VISU SEWER INC
Federal Employer ID:	39-1219110
User Who Submitted:	weather
Type of Request Submitted:	Contractor Affidavit

### Affidavit Summary

<b>Affidavit Number:</b>	<b>1890504704</b>
Minnesota ID:	3042816
Project Owner:	CITY OF SPRING LAKE PARK
Project Number:	23345M-11
Project Begin Date:	01-Oct-2023
Project End Date:	01-Jul-2024
Project Location:	SPRING LAKE PARK, MN
Project Amount:	\$1,051,778.20
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](mailto: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.



# Public Right of Way Application

## Applicant Information:

Name of Company: TAK Communications o/b/o Comcast

Address: 2948 Rice St

City/State/ZIP: Little Canada, MN 55113

Phone Number: 605-215-3766

Fax Number: n/a

Email Address: TCR-Permits@takcommunications.com

Representatives Name: Ira Darlington

## Project Information:

Project Name: JB 1886809

Project Address/Location: 1410 80th Ave NE

City/State/ZIP: Spring Lake Park, MN, 55432

Parcel Number(s): 01-30-24-42-0025

Description of Work: (Attach additional pages if necessary)

Replacing a 101' span of underground coaxial cable on behalf of Comcast by method of 2" directional bore at 1410 80th Ave NE, Spring Lake Park, MN, 55432

## Duration of the Right of Way:

Start Date: 7/8/24

End Date: 7/4/25

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

## Attachments Required:

Site Plan/Map

Project Drawings

Traffic Control Plan

Proof of Insurance (copy of policy)

Property Deed or Owner Authorization

Environmental Impact Assessment (if applicable)

Other: \_\_\_\_\_

**Applicant's Certification:**

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

Signature: Ira Darlington

Date: 7/3/24

**For Office Use Only:**

Application Number: \_\_\_\_\_

Date Received: 7/3/24

Reviewed By: \_\_\_\_\_

Approval Status:  Approved  Denied

Conditions of Approval/Reasons for Denial: \_\_\_\_\_

Signature of Reviewing Officer: George Springer

Date: 7/8/24

**Type of Right of Way Request w/Fees:**

Excavation Hole - \$150.00

Emergency Hole - \$55.00

Trench - \$70/100' + Hole Fee

Obstruction Fee - \$50.00 + .05/FT

Overhead Obstruction - \$150.00

Boring Hole - \$50.00/FT

Other: \_\_\_\_\_

**Instructions for Submission:**

Complete the application form in its entirety.

Attach all required documents and plans.

Submit the application and attachments to the designated office or email provided by the agency.

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

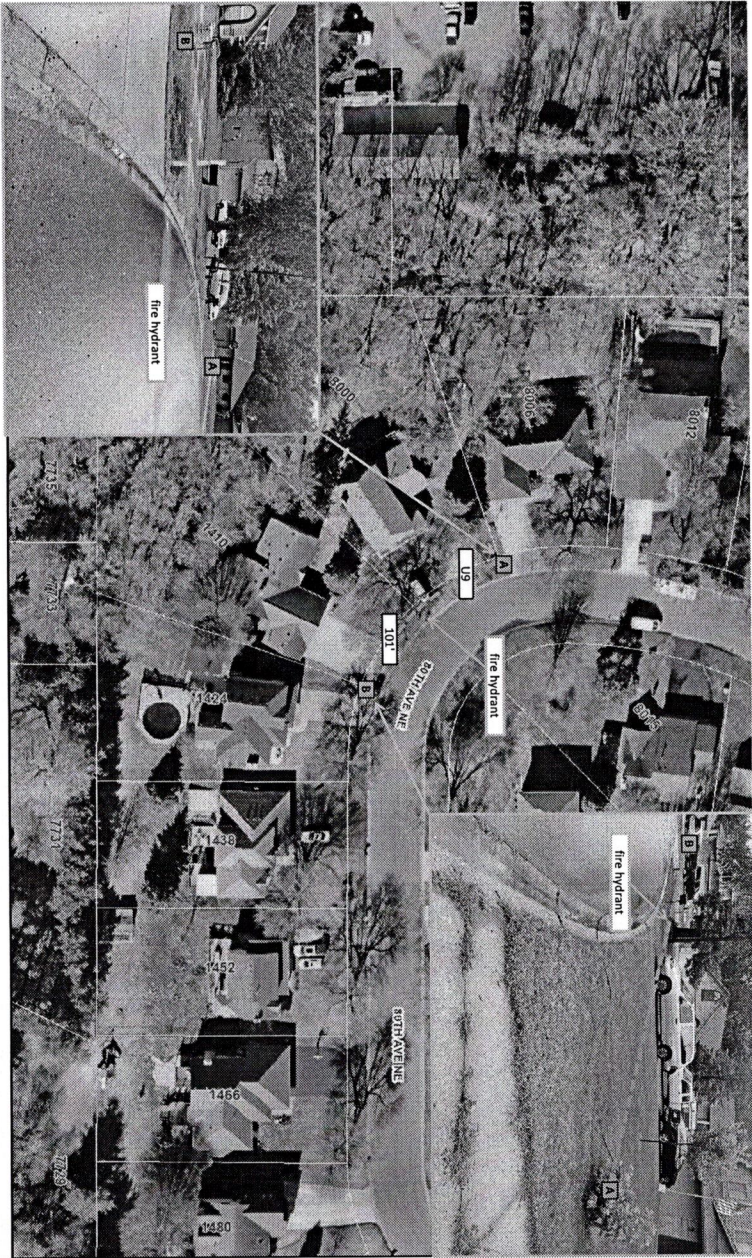
**APPLICANT MUST CONTACT THE SPRING LAKE PARK PUBLIC WORKS DIRECTOR AT 763-792-7227 48 HOURS PRIOR TO COMMENCING WORK.**



- Legend**
- New Ped
  - New Vault
  - Existing Ped
  - Existing Vault
  - Existing U/G
  - New U/G
  - Existing Aerial
  - New Aerial
  - Pole
  - Lock Box
  - Footage
  - Text Box
  - Callout Arrow
  - Excavation
  - Hard Surface
  - Pothole

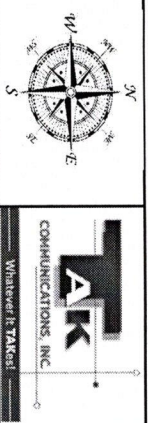
**Permit Notes**  
 Replacing a total of 101' underground coaxial cable from ped "A" to ped "B" in behalf of Comcast.

Materials:	
625 CIC	



## Permit Overview

Customer	Comcast	Address	1410 60th Ave NE, Spring Lake Park, MN, 55432	Job Number	JB 1888809	Sheet Number:	1
Prepared By	Wia Kue Thao	Phone	605-518-9674	Approved Labor Codes			
Date Prepared	6/28/2024	E-Mail	wkthao@tkcommunications.com				
 Whatever It Takes!							





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

## Contractor's Licenses

July 15, 2024

### Concrete Contractor

Paul Barthold

### General Contractor

Robert Gary Builders, Inc.

### Mechanical Contractor

Arctic Mechanical, LLC.

Top Tier Heating and AC, LLC.

**City of Spring Lake Park  
1301 81<sup>st</sup> Avenue NE  
Spring Lake Park MN 55432**

**Business License  
Tobacco License/Low Potency Cannabinoid  
July 15, 2024**

JJN LLC  
1440 85<sup>th</sup> Avenue NE  
T-24-11  
LP-24-7



Police Report  
June 2024  
Submitted for Council Meeting: July 15, 2024

The Spring Lake Park Police Department responded to eight hundred and twenty-five calls for service for the month of June 2024. This is compared to responding to nine hundred and forty calls for service in June 2023.

Investigator Bennek reports handling forty-one cases for the month of June 2024. Thirty-five of those cases were felony cases and five were misdemeanor cases. Investigator Bennek also continues to monitor five forfeiture cases. Investigator Bennek also attended the Minnesota Peace and Police Officer Association. Law Enforcement Labor Services training convention June 14<sup>th</sup> to June 16<sup>th</sup>. Investigator Bennek reported attending the quarterly Anoka County detective meeting and the east metro detective meeting. For further details, see Investigator Bennek's attached report.

I provided SRO Imig's annual report at the last meeting, but he did report that he conducted his tobacco compliance checks on June 24<sup>th</sup>, 2024 and was happy to report that there were no violations.

The Spring Lake Park Police Department Administrative Office Staff continue to stay busy with their day to day tasks as well as assisting myself with various projects. We are grateful for all that they do.

The Police Department was excited to be back assisting with the Tower Days Parade on June 6<sup>th</sup>, 2024. I want to thank Officer Karen Fiske for assisting in coordinating the Police Department involvement with the parade. I want to thank our officers and Sergeants who also play a vital role in the PD involvement in the parade. As you all know we cannot do the security for the parade alone so thank you to the Anoka PD, Anoka County Sheriff's Office, Blaine PD, Coon Rapids PD, Fridley PD, Lino Lakes PD and Ramsey Police Department for sending reserves and explorers to assist us during the parade.

The month of June 2024 has been a busy month for myself along with the Tower days events and the building project, I attended several meetings throughout the month of June 2024. I also had the privilege of participating in the Law Enforcement Torch Run for Special Olympics on June 21<sup>st</sup>, 2024 to raise awareness and funds for the Special Olympics. I want to thank Inv. Bennek and Officer Imig for being willing to escort myself, Records Tech Lisa Murphy, Officer Kelsey Smith and Code Enforcement officer Walter Morris during the ride.

This will conclude my report for the month of June 2024





Investigator

Tony Bennek

# Spring Lake Park Police Department

## Monthly Report

June 2024

### Total Case Load

#### Case Load by Level of Offense: 41

Felony	36
Gross Misdemeanor	0
Misdemeanor	5

#### Case Dispositions:

County Attorney	35
Juvenile County Attorney	0
City Attorney	6
Forward to Other Agency	0
SLP Liaison	0
Carried Over	0
Unfounded	0
Exceptionally Cleared	0
Closed/Inactive	0

#### Forfeitures:

Active Forfeitures	5
Forfeitures Closed	1

# Parks and Recreation Department

## June 2024 Report

### Recreation Programs offered during the month.

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- DAY TRIP: Twins Baseball Game
  - DAY TRIP: Vintage Vegas - Paramount Center for the Arts
  - Dungeons & Dragons: Parent/Child Learn-to-Play (Ages 8+)
  - Free Class - Will Your Taxes Affect Your Retirement
  - Free Class: Thinking about Buying a Home?
  - Free Class: Thinking about Buying a Home?
  - Intro to Pickleball Clinic (Ages 18+)
  - Jeff Sandino Cooking Class - The Art of Sushi
  - Little Slugger Coed T-Ball (Ages 4 - 5)
  - Mature Drivers - 4 Hour - Jun 27 - In person
  - Music Together - Spring Demo (Ages 0-5)
  - Music Together - Summer Session (Ages 0-5)
  - North Metro Tournament - Kickball (Ages 18+)
  - North Metro Volleyball League - Summer Season (Ages 18+)
  - Pickleball for Teens Clinic (Ages 10-16)
  - Pickleball Skills & Drills (Ages 18+)
  - QC Dance - 4- & 5-Week Classes
  - QC Dance - One Day Dance Camp Offerings
  - RevSports Soccer - Summer Session II (Ages 3-9)
  - RevSports Tennis - Summer Session II (Ages 3-9)
  - SLP 100 DAY CHALLENGE
  - Social Simple Virtual - Canva for Awesome Beginners
  - Social Simple-Virtual - Social Media Content w/out Panicking
  - Stand Up Paddle Boarding - June
  - SUMMER PARK PROGRAMS - Free Program (Ages 6 - 12)
  - SUMMER PARK PROGRAMS - Munchkins (Ages 4 & 5)
  - SUMMER PARK PROGRAMS - Panthers (Ages 6-12)
  - Tower Days Puzzlepalooza Contest
  - Tower Days Senior 500 Tournament
  - WEDNESDAY OUTINGS & EVENTS (Ages 6-12)
  - Yoga - June Session (Ages 18+)
- 

Note: Law changed for mature driver's class, all classes are only 4 hours now. Dropped the 8-hour first time class. Plenty of classes available on our website.

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## Parks

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- Rental Reservations Form for rentals located at <https://slprec.org/parksrec/page/facility-use-permit-application>
  - 5 Rentals at Able Park Building, 2 at Terrace Park Picnic Shelter, Lakeside Lions Park Softball field Monday-Thursday nights
- Recognize Adopt-a-flower Garden Volunteer –Able Park – Sandy Tykeson
- Music in the Park: June 12 cancellation due weather
  - June 26: Me & Todd with Maryn, Approx. 80-85 people on attendance
- Adopt-a-drain Program-register at [www.slprec.org](http://www.slprec.org)
- Update: Able Park Playground work began In June. Work continues into July

## Tower Days -

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- The Committee’s Recap meeting was held on June 25, 6:30pm at Able Park. Planning for 2025 will begin in August

Another successful event. Special thanks to Public Works for their helping in set up and tear down of events. Thank you to Police Depart and volunteers during the parade. Thanks to all the sponsors especially the SLP Lions.

Thank you to Council Members Wendling, Dircks, and Goodboe-Bisschoff for their help during the events. And thank you to Recreation Staff for their hours of behind the scenes planning.

## Parks & Recreation Commission

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- The Commission next meeting will be in September, Commission voted to not meet on July 4 and August 1 (Nite to Unite) but reserves the right to meet if needed.
- Commissioners scheduled volunteer hours at Tower Days to run the carnival table top games.

## Department Activity

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- Staff are working on the Fall Catalog of programming offerings
- Director Okey attended the following meetings and events during the month:
  - City Council session
  - Department Head meeting
  - Construction meetings on City Hall
  - City Hall construction meetings
  - Tower Day Meetings

## Upcoming Park and Recreation Activities

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Music in the Park: July 24, 5 piece rock band Half Dead Roses

Music in the Park: August 7, Dan Ferstenou, Acoustic Rock

Adult Pickleball Ladder Leagues - Summer - Session II

DAY TRIP: Mystery Tour

Dungeons & Dragons: Tabletop Gaming (Ages 10+)

Free Class: Thinking about Buying a Home?

Pickleball for Beginners (Ages 18+)

RevSports Soccer - Summer Session III (Ages 3-9)

RevSports Tennis - Summer Session III (Ages 3-9)

Stand Up Paddle Boarding - August

Yoga - August Session (Ages 18+)

Zumba - Session IV (Ages 18+)

Youth Playground Programs

Youth Wednesday Field Trips

Youth Softball Tournament July 25-27

Adult Softball Tournament July 19-20



# Memorandum

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To: Mayor and City Council Members

From: Kay Okey, Parks and Recreation Director

CC: George Linngren, Public Works Director

Date: July 11, 2024

Subject: 2024 CDBG Terrace Park Playground Project

## **Bid Results and Contract Award**

As part of the CDBG grant, bids for the 2024 sidewalk addition portion of the Terrace Park Playground Project were opened on June 28, 2024. Only two bids received met the requirements. Enclosed is a copy of the Bid Tabulation for your information and records.

The bid results are as follows:

- **Bituminous Roadways, Inc.:** \$55,620.00
- **Allied Blacktop Co.:** \$62,071.15

The project scope includes adding an ADA ramp from the upper parking lot, as well as a cement pathway to the tennis court, picnic shelter, and playground.

The lowest bidder for the project is Bituminous Roadways, Inc., with a total base bid amount of \$55,620.00. Their bid has been reviewed and found to be in order.

## **Funding Sources:**

- Grant Amount: \$34,375.00
- Revolving Construction: \$21,245.00

If the City Council wishes to award the project to the lowest bidder, Bituminous Roadways, Inc., the contract should be awarded for the total base bid amount of \$55,620.00.

**BID FORM**

- 1. Proposal for: 2024 Terrace Park Sidewalk Improvements Project  
410 79<sup>th</sup> Ave, Spring Lake Park, MN 55432

For the improvement, designated in Paragraph 2 below, by the construction of: 2024 Terrace Park Sidewalk Improvements Project. The fee proposal for the project will include all costs associated with the project, including all materials, installation, permits, taxes and service charges. This project is being partially funded by Community Development Block Grant (CDBG) funds and is subject to all related project guidelines criteria including but not limited to Davis-Bacon prevailing wages and the appropriate documentation. Each firm is requested to provide the maximum amount of play activities for that fee.

- 2. This project is to provide playground equipment to be used in the existing playground at Terrace Park, as well as to provide and install pour in place surfacing and engineered wood fiber.
- 3. The undersigned declares that he will comply with the General Requirements and Covenants of the specifications contained herein.
- 4. The undersigned agrees to complete the work by September 15, 2024.

5. GENERAL STATEMENTS:

- A. The undersigned has checked all of the figures contained in this proposal and further understands that the Owner will not be responsible for any errors or omissions made therein by the undersigned.
- B. It is understood that the right is reserved by the Owner to reject any or all proposals, to waive all informality in connection therewith and to award a Contract for any part of the work or the project as a whole.
- C. The undersigned declares that the person(s) signing this proposal is/are fully authorized to sign on behalf of the named firm and to fully bind the named firm to all conditions and provisions thereof.
- D. It is agreed that no person(s) or company other than the firm listed below or as otherwise indicated hereinafter has any interest whatsoever in this proposal or the Contract that may be entered into as a result thereof, and that in all respects the proposal is legal and fair, submitted in good faith, without collusion or fraud.
- E. It is agreed that the undersigned has complied and/or will comply with all requirements concerning licensing and with all other local, state and national laws, and that no legal requirement has been or will be violated in make or accepting this proposal, in awarding the contract to him, and/or in the prosecution of the Work required thereunder.
- F. The undersigned agrees to comply with all regulations of the Community

Development Block Grant program and other necessary federal and local regulations in regard to Equal Employment Opportunities, Affirmative Action and Fair Labor Standards and the Age Discrimination Act of 1975.

G. To be considered a bona fide offer, this proposal must be completed in full.

6. WALK THRU AND SITE VISIT

Bidders are encouraged to visit the site for a pre-proposal walk thru for visual inspection of the location and conditions.

7. WARRANTY

Upon completion of installation, the Contractor must provide documentation attesting that the surfacing has been installed meeting all specifications. Additionally, it is the Contractor's responsibility to provide to the City the manufacturer's warranty of any installed equipment.

8. PROPOSALS

A Contractor may submit only one Bid.

9. I/We the undersigned being thoroughly familiar with the site and other conditions affecting the work, hereby PROPOSE to perform and do all things necessary to complete the work bid upon herewith, in accordance with all the Contract Documents, namely: Addenda, as issued, General Conditions, Instructions to Bidders, Contractor's Proposal, as accepted by the Owner, Advertisement for Bids, Performance Bond and/or Labor and Material Payment Bond, Drawing and Specifications.

The undersigned acknowledges receipt of the following Addenda:

<u>Addendum No.</u>	<u>Dated</u>	<u>Addendum No.</u>	<u>Dated</u>
_____	_____	_____	_____
_____	_____	_____	_____

10. ALTERNATES:

When alternate proposals are required by Contract Documents or Addenda thereto, the undersigned proposes to perform alternates for herein stated additions to or deductions from hereinbefore slated Based Bid. Additions and deductions include all modifications of Work or additional Work that the undersigned may be required to perform by reason of the acceptance of alternates.

11. BID ITEMS:

The undersigned submits herewith the following prices covering the work to be performed under this contract. Note – Bidders may attach separate sheet to bid submittal with the bid items below in lieu of filling out the table below.

**BID ITEMS**

2024 TERRACE PARK SIDEWALK IMPROVEMENTS  
PROJECT  
CITY OF SPRING LAKE PARK  
June 2024

Item	Unit	Quantity	Unit Price	TOTAL Price
<b>BASE BID - TERRACE PARK SIDEWALK</b>				
MOBILIZATION	LS	1	\$ 10,000 <sup>-</sup>	\$ 10,000 <sup>-</sup>
TRAFFIC CONTROL	LS	1	\$ 1,000 <sup>-</sup>	\$ 1,000 <sup>-</sup>
EROSION AND SEDIMENT CONTROL	LS	1	\$ 5,000 <sup>-</sup>	\$ 5,000 <sup>-</sup>
EXCAVATION AND GRADING	LS	1	\$ 7,500 <sup>-</sup>	\$ 7,500 <sup>-</sup>
REMOVE CURB AND GUTTER	LF	28	\$ 45 <sup>-</sup>	\$ 1,260 <sup>-</sup>
REMOVE BITUMINOUS PAVEMENT	SF	60	\$ 15 <sup>-</sup>	\$ 900 <sup>-</sup>
4" CONCRETE WALK WITH AGG. BASE	SF	1310	\$ 15 <sup>-</sup>	\$ 19,650 <sup>-</sup>
TRUNCATED DOMES	SF	12	\$ 65 <sup>-</sup>	\$ 780 <sup>-</sup>
B6-12 CONCRETE CURB & GUTTER	LF	28	\$ 50 <sup>-</sup>	\$ 1,400 <sup>-</sup>
BITUMINOUS PATCH (4-inch Bit. and 6-inch CL5)	LS	1	\$ 2,500 <sup>-</sup>	\$ 2,500 <sup>-</sup>
LOAM TOPSOIL BORROW (LV)	CY	36	\$ 70 <sup>-</sup>	\$ 2,520 <sup>-</sup>
SEED (YARD TYPE) and WOOD FIBER BLANKET	SY	275	\$ 10 <sup>-</sup>	\$ 2,750 <sup>-</sup>
<b>TOTAL BID - 2024 TERRACE PARK SIDEWALK</b>				\$ 55,260 <sup>-</sup>



**SIGNATURE PAGE FOR BIDDERS**

Fill in all information requested below for one of the following which describes your company.

**IF INDIVIDUAL DOING BUSINESS UNDER A FIRM NAME**

City and State of Residence: \_\_\_\_\_ Signature  
of Individual: \_\_\_\_\_ Doing Business  
under the firm name and style of: \_\_\_\_\_  
Firm Name: \_\_\_\_\_ Official  
Address: \_\_\_\_\_ Telephone  
number: \_\_\_\_\_

**IF AN INDIVIDUAL**

City and State of Residence: \_\_\_\_\_ Signature  
of Individual: \_\_\_\_\_ Address of  
Individual: \_\_\_\_\_ Telephone Number:  
\_\_\_\_\_

**IF A CORPORATION**

Incorporated under laws of State of Minnesota  
Licensed to be business in Minnesota (Check One) Yes  No  
Name of Corporation: Bituminous Roadways, Inc.  
By: Pam Hague - Secretary

Name and Title of Officer)

Signature of Officer:   
Official Address: 1520 Commerce Drive Mendota Heights MN 55120  
Telephone Number: 651-686-7001

**IF A PARTNERSHIP**

Partner: Name, City, State: \_\_\_\_\_

Partner: Name, City, State: \_\_\_\_\_

Partner: Name, City, State: \_\_\_\_\_

Name of Partnership: \_\_\_\_\_

Signature of Partner(s): \_\_\_\_\_

Partner: \_\_\_\_\_

Partner: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_ Telephone Number: \_\_\_\_\_

\_\_\_\_\_ Official

**COMPLIANCE WITH FEDERAL STANDARDS**

I, Pam Hague do hereby acknowledge that I have received a copy of the Federal Labor Standards Provisions (HUD Form 4010) and attest that my attached work proposal for work at 410 79th Ave, Spring Lake Park, MN 55432 has been made in accordance with these standards. I further acknowledge that I have received General Wage Determination Number MN20240229 with 0 modification(s) dated 06/07/2024, which contains the prevailing wage rates for this area as determined by the United States Government. I attest that my proposal reflects these prevailing wages for any wages I must pay to my employees for work done under this proposal. I also understand that all subcontractors who are part of my proposal are required to pay their employees the same prevailing wages, that they have been so informed by me and have adjusted their costs, if necessary, to reflect compliance with these standards.

I understand that the project for which I am submitting a bid is being assisted with federal funds, and should I be awarded the contract, I understand that these Federal Labor Standards are applicable and shall be enforced by the City of Spring Lake Park, the enforcement agency for the Community Development Block Grant program. I understand that my failure to abide by these standards may jeopardize funding for the project and result in cancellation of any contract which was made with my firm.

Bituminous Roadways, Inc.

Bidding Firm

6/28/24

Date

Pam Hague

Name of Authorized Bidder (Type of Print)



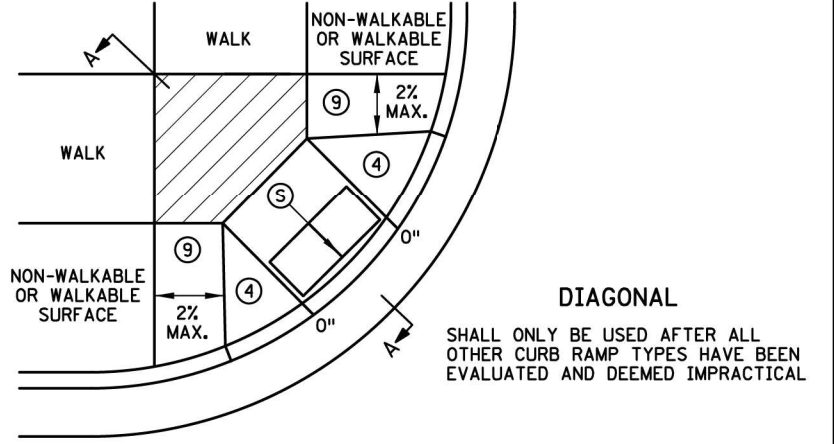
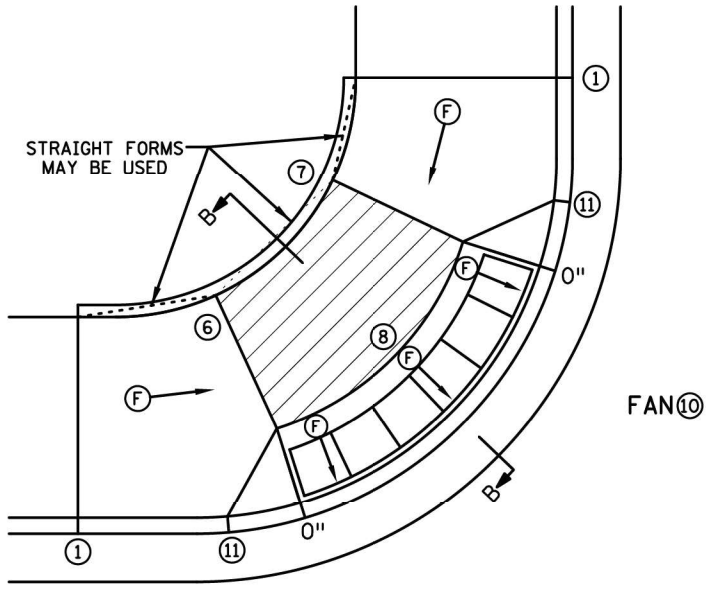
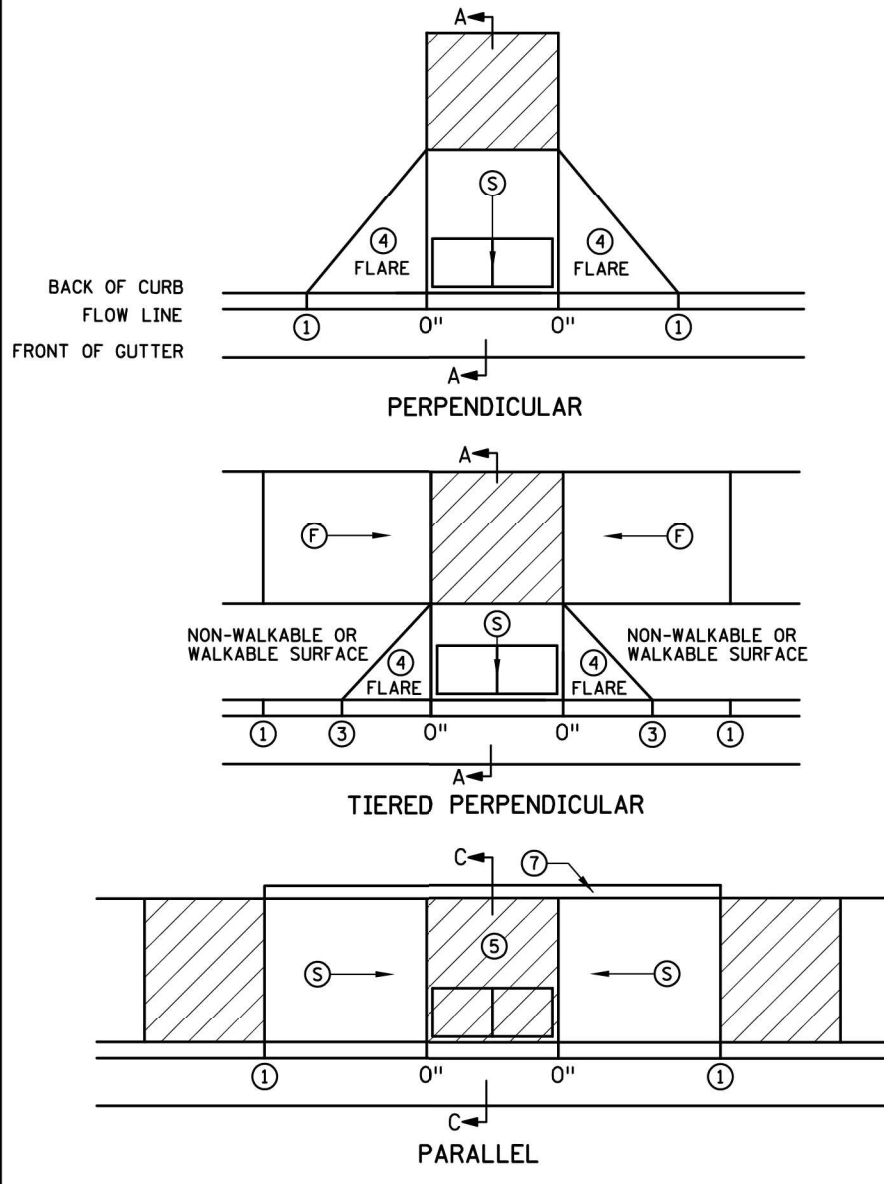
Signature of Bidder

City of Spring Lake Park  
Terrace Park Sidewalk 6-28-24  
Bid Tabulation Summary

Company	Email	Bid Amount	Signature Page 19	Compliance Signed page 20
Midwest Concrete	bobhannaman@yahoo.com			
C. R. Fischer and Sons	mel@crtfischer.net			
Curb Masters	matthb@curbmasters.info			
Bituminous Roads	Paul.Hildestad@bitroads.com	\$ 55,260.00	✓	✓
Schmidt Curb	schmidtcurb1@msn.com	\$ 25,110.00	✓	incomplete
Allied Inc	Aaron@alliedincmn.com	\$ 62,071.15	✓	✓
JDK	JDKquotes@gmail.com			







**NOTES:**

LANDINGS SHALL BE LOCATED ANYWHERE THE PEDESTRIAN ACCESS ROUTE (PAR) CHANGES DIRECTION, AT THE TOP OF RAMPS THAT HAVE RUNNING SLOPES GREATER THAN 5.0%, AND IF THE APPROACHING WALK IS INVERSE GRADE GREATER THAN 2%. INITIAL CURB RAMP LANDINGS SHALL BE CONSTRUCTED WITHIN 15' FROM THE BACK OF CURB, WITH 6' FROM THE BACK OF CURB BEING THE PREFERRED DISTANCE, ONLY APPLICABLE WHEN THE INITIAL RAMP RUNNING SLOPE IS OVER 5.0%.

SECONDARY CURB RAMP LANDINGS ARE REQUIRED FOR EVERY 30" OF VERTICAL RISE WHEN THE LONGITUDINAL RUNNING SLOPE IS GREATER THAN 5.0%.

CONTRACTION JOINTS SHALL BE CONSTRUCTED ALONG ALL GRADE BREAKS WITHIN THE PAR. 1/4" DEEP VISUAL JOINTS SHALL BE USED AT THE TOPS OF CONCRETE FLARES ADJACENT TO WALKABLE SURFACES.

ALL GRADE BREAKS WITHIN THE PAR SHALL BE PERPENDICULAR TO THE PATH OF TRAVEL, THUS BOTH SIDES OF A SLOPED WALKING SURFACE MUST BE EQUAL LENGTH. (EXCEPT AS STATED IN ⑥ BELOW.)

TO ENSURE RAMPS AND LANDINGS ARE PROPERLY CONSTRUCTED, ALL INITIAL LANDINGS AT A TOP OF A RAMPED SURFACE (RUNNING SLOPE GREATER THAN 2%) SHALL BE FORMED AND PLACED SEPARATELY IN AN INDEPENDENT CONCRETE POUR. FOLLOW SIDEWALK REINFORCEMENT DETAILS ON SHEET 6 OF 6 FOR ALL SEPARATELY POURED INITIAL LANDINGS.

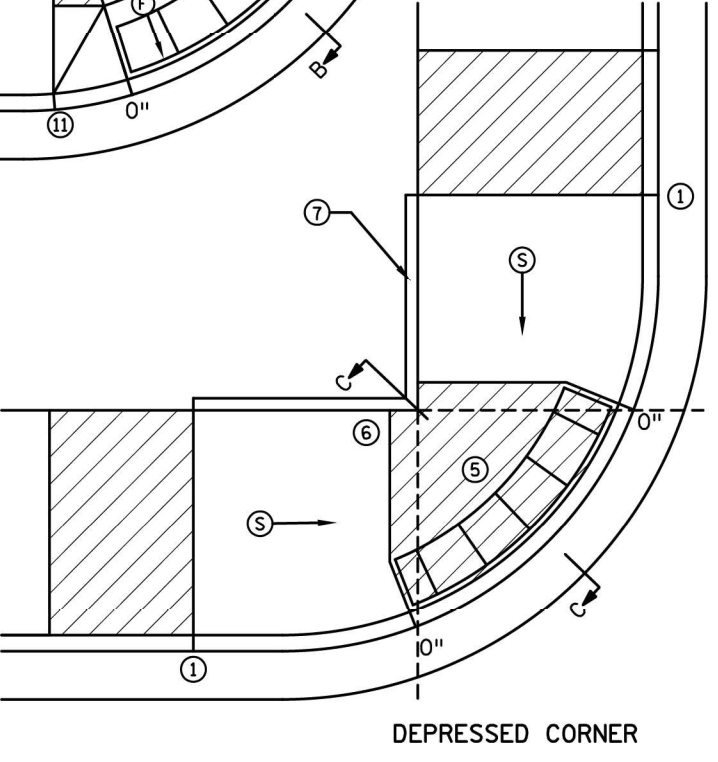
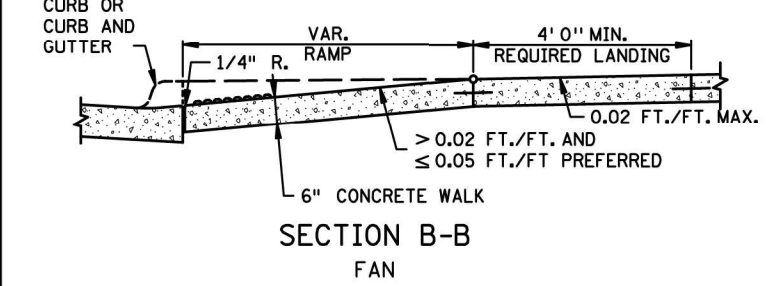
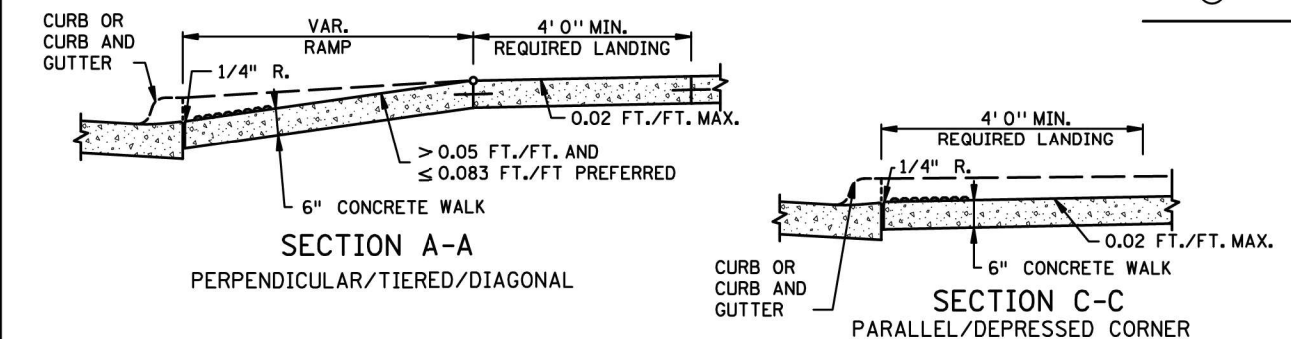
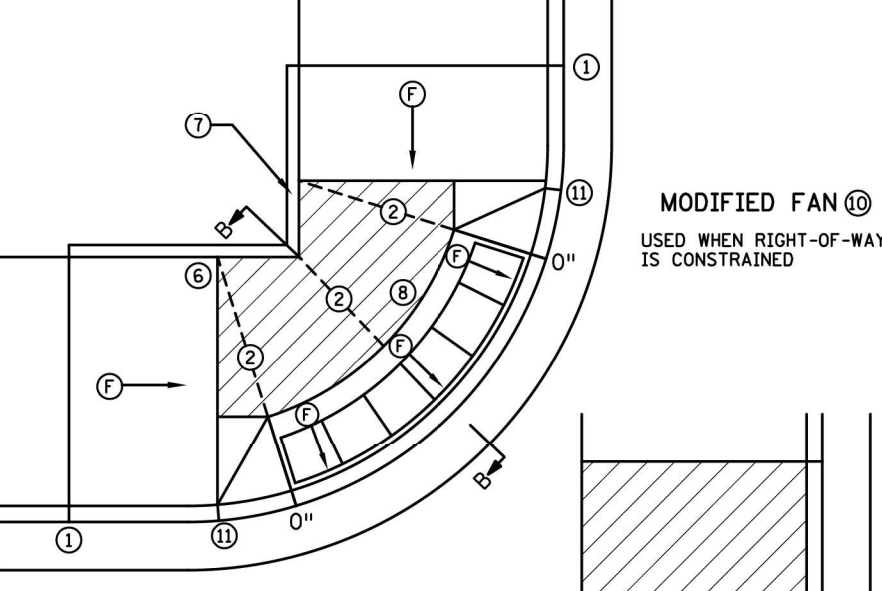
WHEN SIDEWALK IS AT BACK OF CURB, TOP OF CURB SHALL MATCH PROPOSED ADJACENT WALK GRADE. MAINTAIN POSITIVE BOULEVARD DRAINAGE TO TOP OF CURB.

ALL RAMP TYPES SHOULD HAVE A MINIMUM 3' LONG RAMP LENGTH.

4' MINIMUM WIDTH OF DETECTABLE WARNING IS REQUIRED FOR ALL RAMPS. DETECTABLE WARNINGS SHALL CONTINUOUSLY EXTEND FOR A MIN. OF 24" IN THE PATH OF TRAVEL. DETECTABLE WARNING TO COVER THE ENTIRE PAR WIDTH OF SHARED-USE PATHS AND THE ENTIRE PAR WIDTH OF THE WALK WITH THE EXCEPTION OF 3" MAXIMUM ON EACH OUTSIDE EDGE WHICH ENSURES THE DETECTABLE WARNINGS ARE ENCASED IN CONCRETE WHEN ADJACENT TO TURF. WHEN ADJACENT TO CONCRETE FLARES 0" - 3" OFFSET IS ALLOWED.

WHEN DESIGNING OR ORDERING RECTANGULAR DETECTABLE WARNING SURFACES SHOULD BE 6" LESS THAN THE INCOMING PAR. ARC LENGTH OF THE RADIAL DETECTABLE WARNINGS SHOULD NOT BE GREATER THAN 20 FEET.

RECTANGULAR DETECTABLE WARNINGS SHALL BE SETBACK 3" FROM THE BACK OF CURB. RADIAL DETECTABLE WARNINGS SHALL BE SETBACK 3" MINIMUM TO 6" MAXIMUM FROM THE BACK OF CURB.



- ① MATCH FULL HEIGHT CURB.
- ② 4' MINIMUM DEPTH LANDING REQUIRED ACROSS TOP OF RAMP.
- ③ 3" HIGH CURB WHEN USING A 3' LONG RAMP, 4" HIGH CURB WHEN USING A 4' LONG RAMP.
- ④ SEE SHEET 4 OF 6, TYPICAL SIDE TREATMENT OPTIONS, FOR DETAILS ON FLARES AND RETURNED CURBS.
- ⑤ DETECTABLE WARNINGS MAY BE PART OF THE 4' X 4' MIN. LANDING AREA IF IT IS NOT FEASIBLE TO CONSTRUCT THE LANDING OUTSIDE OF THE DETECTABLE WARNING AREA.
- ⑥ THE GRADE BREAK SHALL BE PERPENDICULAR TO THE BACK OF WALK. THIS WILL ENSURE THAT THE GRADE BREAK IS PERPENDICULAR TO THE DIRECTION OF TRAVEL. (TYPICAL FOR ALL)
- ⑦ WHEN ADJACENT TO GRASS, GRADING SHALL ALWAYS BE USED WHEN FEASIBLE. V CURB, IF USED, SHALL BE PLACED OUTSIDE THE SIDEWALK LIMITS WHEN RIGHT OF WAY ALLOWS. WHEN ADJACENT TO PARKING LOTS, CONCRETE OR BITUMINOUS TAPERS LESS THAN 5% RUNNING SLOPE SHOULD BE USED OVER V CURB TO REDUCE TRIPPING HAZARDS AND FACILITATE SNOW & ICE REMOVAL.
- ⑧ A 7' MIN TOP RADIUS GRADE BREAK IS REQUIRED TO BE CONSTRUCTIBLE.
- ⑨ PAVE FULL WALK WIDTH.
- ⑩ "S" SLOPES ON FANS SHALL ONLY BE USED WHEN ALL OTHER FEASIBLE OPTIONS HAVE BEEN EVALUATED AND DEEMED IMPRACTICAL.
- ⑪ INTERMEDIATE CURB HEIGHTS TAPER SHALL RISE AT 8-10% TO A MINIMUM 3" CURB HEIGHT. REDUCE INTERMEDIATE CURB HEIGHT TO 2+ INCHES IF NECESSARY TO MATCH ADJACENT BOULEVARD OR SIDEWALK GRADES.

LEGEND	
(S)	INDICATES PEDESTRIAN RAMP - SLOPE SHALL BE BETWEEN 5.0% MINIMUM AND 8.3% MAXIMUM IN THE DIRECTION SHOWN AND THE CROSS SLOPE SHALL NOT EXCEED 2.0%.
(F)	INDICATES PEDESTRIAN RAMP - SLOPE SHALL BE GREATER THAN 2.0% AND LESS THAN 5.0% IN THE DIRECTION SHOWN AND CROSS SLOPE SHALL NOT EXCEED 2.0%.
[Hatched Box]	LANDING AREA - 4' X 4' MIN. (5' X 5' MIN. PREFERRED) DIMENSIONS AND MAX 2.0% SLOPE IN ALL DIRECTIONS. LANDING SHALL BE FULL WIDTH OF INCOMING PAR.
X"	CURB HEIGHT

File Path: C:\07\2024\11\04pm\1869VPerks-City of Spring Lake Park\Improvements\PLAN SHEETS\19380177A\_C8.01.dwg  
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 Xref: 19380378L\_C006

REVISION:  
 APPROVED: 11-04-2021  
 Jeff J. Perkins  
 OPERATIONS DIVISION

**MINNESOTA**  
 DEPARTMENT OF TRANSPORTATION

STANDARD PLAN 5-297.250 1 OF 6

APPROVED: 11-04-2021  
 REVISOR:  
 SAP 106-115-007, SAP 106-115-007, SAP 183-103-001,  
 SAP 183-104-001, & SAP 183-107-002



City of Spring Lake Park  
Engineer's Project Status Report

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To: Council Members and Staff  
From: Phil Gravel

Re: **Status Report for 07.15.24 Meeting**  
File No.: R-18GEN

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**Note:** Updated information is shown in *italics*.

**2024 MS4 Permit and SWPPP Update (193801776 Task 450).** Pond, structural BMP, and outfall inspections are due by July 31<sup>st</sup>. Program analysis and annual training is due by December. Annual meeting is usually held in June but can be held anytime. Annual Reports to the MPCA are generally due in June (MPCA is not requiring a report in 2024). Per 5-15-23 message: MPCA has put their requested review/audit of the city's 2022 information on hold until further notice. *We are preparing an outline of the MS4 requirements for 2024.*

**2023-2024 Sewer Lining Project (193805871).** This project included lining the remaining sanitary sewers in the city that had not been previously lined (approximately 35,800-feet). The Contractor is/was Visu-Sewer Inc. Lining work has been completed. Cleaning of 57 selected service wyes has been completed. Re-lining of two sewer segments and street patching has been completed. *The project is complete. Final contractor's payment can be processed (see separate letter).*

**City Hall Building (193806049).** Design started in January 2023. City Council updated at workshops (including Sept. 11, 2023). Public Open House was held on May 8<sup>th</sup>. Plans were approved by Council on October 16, 2023. Bids were opened on November 20, 2023. Contract was awarded on February 5, 2024. *Construction is on schedule. Sidewalk and parking lot work should be completed this month.*

**2024 Sanburnol Drive NE, Elm Drive NE, and 83<sup>rd</sup> Avenue NE (193806347).** Sanburnol Drive (AKA 85<sup>th</sup> Ave. NE) is a shared road between Spring Lake Park and Blaine. Spring Lake Park is the lead agency on this project, but it is a cooperative project between Blaine and Spring Lake Park.

*Construction on Sanburnol and Elm started on June 10<sup>th</sup>. Preparation of the aggregate surface and curb replacement work has been completed. Base paving will be completed by July 16<sup>th</sup>. CenterPoint Energy will be replacing a gas main on the south side of Sanburnol in August. Work on 83<sup>rd</sup> Avenue is tentatively scheduled for August.*

**2024 Seal Coat and Crack Repair Project (193806748).** Project included maintenance on the streets in the area north of 81<sup>st</sup> Avenue and west of Terrace Street. Bids were received on February 27<sup>th</sup>. Project awarded on March 4<sup>th</sup>. A precon was held on May 30<sup>th</sup>. *Crack repair work, chip seal, and pavement markings have been completed. Final Contractor payment will be processed when final sweeping has been completed.*

**Geographic Information System (GIS) and Mapping (193806747).** Staff developed a process for implementing an online ArcGIS system to maintain public works documents and mapping of infrastructure. The system is now active. Training continues as requested. *System updates can be completed later this summer if any issues are identified.*

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





# Memorandum

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**To:** Mayor Nelson and Members of the City Council  
**From:** Daniel R. Buchholtz, MMC, Administrator, Clerk/Treasurer  
**Date:** July 11, 2024  
**Subject:** City Hall Renovation Update

Staff wanted to provide the City Council with a brief renovation update.

- Supply chain issues have impacted the date at which Phase 1 of the City Hall will be turned over. Initially, we were anticipating the end of July. Now, we have learned that it won't be until mid-August. We have pushed back furniture delivery until mid-August to accommodate this delay.
- The contractor is still waiting for Xcel Energy to provide an electrical transformer for the building. This is a significant supply chain issue that will slow down progress on installing and operating the new rooftop units.
- The old condenser on the roof that cools the Administration area has become unreliable. The contractor has rented a temporary AC unit which is operating to cool down the Administration area.
- The low voltage cabling has been installed in the Police area for both the internet/phones and the camera system.
- Staff is working with Stantec and the Department of Corrections to address an issue with the new holding cell. We hope to have an update on this matter for the City Council meeting on July 15.
- Exterior curbing and sidewalk installation work is underway. We are hopeful this concrete work is completed by the end of the month.

I have attached the 3-week look-ahead that we received from the Contractor this week for your information.

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



Three Week Look Ahead Schedule



7/1 - 7/19

Period:

Spring Lake Park

Job # 7088

PM: Jason H

Contractor	Activity	7/1	7/2	7/3	7/4	7/5	#	#	7/8	7/9	7/10	7/11	7/12	#	##	7/15	7/16	7/17	7/18	7/19	#	Remarks
		Mon	Tue	Wed	Thu	Fri	Sa	Sur	Mon	Tue	Wed	Thu	Fri	Sa	Sur	Mon	Tue	Wed	Thu	Fri	Sa	
Knetic Excavating	New sewer connection & raise cleanout			X	X																	Coordinate with Josh
	Grade for curb, sidewalk			X	X																	
Construction results	Demo Block walls for this phase	X																				
	In wall Backing	X	X	X		X			X	X	X	X	X									
	Curb, Sidewalk front of building					X			X	X	X	X	X									
Foley Masonry	New openings and Doors interior			X		X			X	X	X	X	X									
	Remove scaffolding	X	X	X																		
HVAC Precise	Install ductwork	X	X	X	X	X			X	X	X	X	X									
	Keep areas still occupied with Air	X	X	X	X	X			X	X	X	X	X			X	X	X	X	X		
RTL	Fame interior walls	X	X	X	X	X																
	Drywall walls drywall finish walls	X	X	X	X	X			X	X	X	X	X			X	X	X	X	X		
	Tyvek exterior walls	X	X																			
Brush Masters	Prime / paint										X	X	X			X	X	X	X	X		
TRC Electrical	Run Conduit to new panel location	X	X	X	X	X			X	X	X	X	X			X	X	X	X	X		
	Rough-in new interior walls	X	X	X	X	X			X	X	X	X	X									
	Install lights cold storage	X	X	X																		
Plumbing Precise	Roof drains and piping as needed	x	X	X	X	X			X	X	X	X	X									
	Rough-in plumbing @ new walls	x																				
Thurnco Roofing	Roof existing precast	X	X	X		X																
Summit	Rough-in sprinkler lines	X	X	X	X	X																
Linco	Stairs & handrail in garage,								X	X	X											
	Ships ladder																					
Contractor	Activity	7/1	7/2	7/3	7/4	7/5	#	#	7/8	7/9	7/10	7/11	7/12	#	##	7/15	7/16	7/17	7/18	7/19	#	Remarks
		Mon	Tue	Wed	Thu	Fri	Sa	Sur	Mon	Tue	Wed	Thu	Fri	Sa	Sur	Mon	Tue	Wed	Thu	Fri	Sa	

Materials will be provided at the City Council meeting.