



CITY COUNCIL REGULAR AGENDA
MONDAY, JUNE 15, 2026
CITY HALL at 7:00 PM

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. ADDITIONS OR CORRECTIONS TO AGENDA**
- 5. DISCUSSION FROM THE FLOOR**
- 6. CONSENT AGENDA**
 - [A.](#) Approval of Minutes - City of Council Meeting - May 18, 2026
 - [B.](#) Approval of Minutes - City Council Meeting - June 1, 2026
 - [C.](#) Approval of May Claims List - General Disbursement #26-09 - \$548,939.52
 - [D.](#) Mayor's Proclamation - Independence Day - July 4, 2026
 - [E.](#) Resolution 2026-25, Accepting 2025 Performance Measures Annual Report and Authorizing Submittal to the OSA
 - [F.](#) Revenue and Expense Report - May 2026
 - [G.](#) Statement of Fund Balance - May 2026
 - [H.](#) Contractor's Licenses
 - [I.](#) Business License
- 7. DEPARTMENT REPORTS**
 - [A.](#) Police Report
 - [B.](#) Parks and Recreation Report
- 8. PUBLIC HEARING**
 - [A.](#) Assessment Hearing for 2026 Street Improvement Project
- 9. ORDINANCES AND/OR RESOLUTIONS**
 - [A.](#) Resolution 2026-26, Adopting Assessment - 2026 Street Improvement Project
 - [B.](#) Resolution 2026-27, Accepting Bids and Awarding Contract for the 2026 Street Improvement Project
- 10. NEW BUSINESS**
 - [A.](#) Authorize Design Engineering Services for the 2027–2028 Water Tower Rehabilitation Project
 - [B.](#) Terrace Park Building Replacement – Design and Construction Services Proposal
- 11. REPORTS**

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.

- A. Attorney Report
- B. Engineer Report
- C. Administrator Report

12. OTHER

13. ADJOURN

RULES FOR DISCUSSION FROM THE FLOOR AND PUBLIC HEARINGS

DISCUSSION FROM THE FLOOR

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

PUBLIC HEARINGS

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

The following format will be used to conduct the hearing:

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

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

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

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council Regular was held on May 18, 2026 at Spring Lake Park Community Center, 1301 81st Avenue N.E., at 7:00 PM.

1. CALL TO ORDER

Acting Mayor Goodboe-Bisschoff called the meeting to order at 7:00 PM.

2. ROLL CALL

MEMBERS PRESENT

Councilmember Ken Wendling
Acting Mayor Barbara Goodboe-Bisschoff
Councilmember Lisa Dircks
Councilmember April Moran

MEMBERS ABSENT

Mayor Robert Nelson

STAFF PRESENT

Police Chief Josh Antoine, Parks and Recreation Director Anne Scanlon, Attorney John Thames, Engineer Phil Gravel, Deputy City Clerk Wanda Brown

VISITORS

Halyn Roth	7914 Able Street NE	Spring Lake Park
Kristi Cobbs	8085 Jefferson Street NE	Spring Lake Park
Maddie Smith	11879 Alamo Street NE	Blaine
Maria Roe	11441 Hastings Street NE	Blaine
Adham Sumrain	6472 Riverview Terrace	Fridley

3. PLEDGE OF ALLEGIANCE

4. ADDITIONS OR CORRECTIONS TO AGENDA – None

5. DISCUSSION FROM THE FLOOR - None

6. PRESENTATION

A. Parks and Recreation High School Collaboration – Anne Scanlon

Parks and Recreation Director Scanlon reported that the department partnered with the Spring Lake Park High School business program on a winter–spring marketing project focused on increasing teen engagement in Parks and Recreation programs. She stated that

the students analyzed city demographics, social media use, and other key factors to develop recommendations that will support future outreach efforts. Director Scanlon introduced participating students Maddie and Maria, both graduating seniors, and Adham, an incoming senior.

Maddie, Maria and Adham presented their findings on declining engagement and enrollment in the Spring Lake Park Parks and Recreation programs and outlined recommendations to improve participation. They reviewed school demographics, noting that a majority of high-school students participating in community activities live outside Spring Lake Park, which affects outreach and program visibility.

The group assessed the current Parks and Recreation website and found it difficult to navigate, lacking clear branding, emotional appeal, and easy access to program information. They proposed a redesigned homepage and events-calendar mockups emphasizing stronger branding, clearer calls to action, and simplified navigation.

The students, to expand outreach developed sample social media posts for Instagram, TikTok, and Facebook, highlighting the use of hashtags, trending content, and visible program branding to increase visibility. They also recommended monthly direct-mail postcards with a QR code linking to registration, along with regular email communication such as newsletters, event reminders, and seasonal activity guides.

The students stated the key takeaways included the need to increase awareness of available programs, improve scheduling compatibility, strengthen school-based engagement, and enhance the city's overall social media presence to better reach teen and family audiences.

Director Scanlon commended the students for their effort and dedication in completing the program, noting it was the first initiative of its kind and will continue in future formats. She recognized their exceptional research, leadership, and contribution to strengthening community connections through Spring Lake Park Parks and Recreation. She highlighted the value of their insights on teen engagement and marketing strategies, thanked them for their professionalism and innovation, and concluded by presenting them with certificates of recognition.

6. CONSENT AGENDA

- A. Approval of Minutes – City Council Work Session – May 4, 2026
- B. Approval of Minutes – City Council Meeting – May 4, 2026
- C. Approval of April Claims List – General Disbursement #26-07 - \$477,228.16
- D. Revenue and Expenditure Report – April 30, 2026
- E. Statement of Fund Balance – April 2026
- F. Suburban Rate Authority – First Half Assessment
- G. Approval of Cooperative Agreement Regarding Public Safety Related to the 2026 3M Open between the City of Blaine and the City of Spring Lake Park
- H. Mayor's Proclamation – National Public Works Week – May 17-23, 2026

- I. Mayor's Proclamation – Memorial Day – May 25, 2026
- J. Contractor's License

Acting Mayor Goodboe-Bisschoff thanked the Public Works Department for their hard work.

Councilmember Wendling read the Mayor's Proclamation for Memorial Day.

Motion made by Councilmember Wendling to approve Consent Agenda.

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

8. DEPARTMENT REPORTS

A. Police Report

Police Chief Antoine presented his April 2026 report, noting that the Department responded to 733 calls for service, an increase from 699 in April 2025. He said School Resource Officer Smith, handled 30 calls at the high school and Park Terrace Elementary, along with 33 student contacts, 49 escorts, five follow-up investigations, and participation in several safety drills. He noted that Detective Imig managed 22 cases during April, including 16 felonies, and attended a three-day auto theft task force conference funded by a grant.

Chief Antoine recognized the Department's administrative staff in honor of Administrative Professionals Day on April 22, expressing appreciation for their essential work. He also summarized his own activities throughout the month, which included attending various county, law enforcement, and advisory board meetings; conducting officer interviews; teaching a mediation services course at Hennepin Tech; and participating in the Minnesota Chiefs of Police Association event at the Capitol. He also attended the Minnesota ETI training conference in St. Cloud from April 13–16 and thanked the council for supporting that opportunity.

Chief Antoine reminded the public of an upcoming neighborhood watch meeting at City Hall and encouraged residents to sign up for the Everbridge Enhanced Emergency Notification System through the Police Department's webpage.

B. Parks and Recreation Report

Director Scanlon provided highlights from his report, noting recent collaborations with Spring Lake Park High School. He shared that students in the trades program constructed 14 raised community flower beds and are currently building a tabletop for additional park use. She also reported that Anoka County approved the 2026 CDBG grant funding for the Terrace Park building, totaling \$450,000 plus required compliance funding. She stated that this project will again involve partnership with the High School trades program.

Director Scanlon reviewed recent Parks and Recreation activities, noting that 32 classes were offered in April, including popular programs such as Mandala Rock, Das Dash Sports, North Metro Babysitting, and others. She stated that staff attended the Lions' pancake breakfast, where the department's booth saw significant community engagement. She reported on staff participation at the Circle Wisconsin convention and described it as a valuable, though fast-paced, professional development opportunity.

Director Scanlon stated that Earth Day was held on April 25. She noted that though attendance was low, future events will be scheduled on the actual Earth Day date to increase participation. She also noted her involvement in forming a cooperative committee with City of Mounds View to plan for the future of Lakeside Lions Park. She concluded by sharing Tower Days updates.

Director Scanlon reported that the City of Spring Lake Park is holding its first annual tree sale, offering a variety of larger shade and ornamental trees. She stated that orders are open through May 22, with pickup scheduled for June 6 at the City Hall parking lot. She highlighted the sale as an affordable opportunity for residents to replace trees lost over the years or add new trees to their yards, noting a \$50 price for the first two trees with adjusted pricing thereafter. He encouraged residents to take advantage of the program.

9. ORDINANCES AN/OR RESOLUTIONS

A. Resolution 2026-22, Declaring Cost to be Assessed, Ordering Preparation of Proposed Assessment and Calling Hearing on Proposed Assessment – 2026 Street Improvement Project

Administrator Buchholtz reported that the city has identified the streets included in the 2026 Street Improvement Project: Plaza Boulevard, Theron Terrace, Center Drive, Sunset Road, and a portion of the Highway 10 frontage road near the traffic signal by Oak Crest. He said that bids for the project were opened on May 11, and the city received favorable results, with costs coming in lower than those estimated in the feasibility report.

Administrator Buchholtz said the low bid was submitted by Asphalt Service Technologies Corp. (ASTECH) at \$383,161, approximately 13 percent below the original estimate. He stated property assessments will be lower than initially projected. Administrator Buchholtz is requesting Council declare the total assessable amount to be \$432,208.47, which includes the assessable share of the base bid and engineering costs. He also asked the Council to order preparation of the final assessment roll. He said the proposed resolution includes these actions and sets the assessment hearing for June 15.

Motion made by Councilmember Wendling to approve Resolution 2026-22, Declaring Cost to be Assessed, Ordering Preparation of Proposed Assessment and Calling Hearing on Proposed Assessment – 2026 Street Improvement Project.

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

10. NEW BUSINESS

A. 2025 Annual Police Report

Police Chief Antoine presented the Police Department's 2025 Annual Report, noting that the document has been upgraded in format and thanking staff member Haley Morrison for her significant work on its production. Chief Antoine highlighted major accomplishments of 2025, including the department's full move into the newly renovated police facility early in the year. He acknowledged the challenges experienced during the renovation process and expressed appreciation to City staff, the Council, and the community for their support. He noted that technology upgrades and continued focus on officer retention and recruitment have strengthened department operations.

Chief Antoine reported that overall crime decreased for the fourth consecutive year, with nearly a 10 percent reduction. He attributed this to increased staffing and proactive policing. He stated that the patrol division expanded to 12 officers in 2025, and work continues toward adding a 13th officer for a captain position. He noted a new traffic safety patrol officer position was also implemented to address traffic concerns, monitor patterns, and manage speed trailers and signage. He stated that community outreach activities remained strong, including participation in Special Olympics events, Popsicles with Police, youth bicycle raffles, Hy-Vee steak dinners, and collaboration with the Fire Department on seasonal events and Night to Unite.

Chief Antoine stated that Investigator Bennett, who retired in early 2026, handled 297 cases in 2025, forwarding 83 of them for charging. The records division processed 6,000 reports and filed 937 citations. He noted that the Department's shift to administrative citations resulted in approximately half of those citations being resolved directly through the City.

Chief Antoine provided an overview of crime statistics for 2025. He said Group A crimes decreased from 387 in 2024 to 353 in 2025. He noted that Group B crimes decreased from 145 to 115. Chief Antoine stated that Officers conducted approximately 3,400 traffic stops. He stated that the Department logged 9,302 calls for service in 2025, a slight decrease from the prior year.

11. REPORTS

A. Attorney's Report – None

B. Engineer's Report - Report accepted as presented.

C. Administrator Report

Administrator Buchholtz announced that Senator Tina Smith has included the City's water tower rehabilitation project in her congressionally directed spending requests, noting that both Senator Smith and Senator Klobuchar coordinate to maximize project support. He said that the City requested \$1.5 million dollars for rehabilitation of both water towers, and inclusion on the Senate list is an important step toward potential congressional approval.

Administrator Buchholtz thanked staff and partners involved in the Community Development Block Grant application, including Director Scanlon from Parks and Recreation, Bruce Paulson of Stantec, the Anoka County Board of Commissioners, and the Anoka County HRA.

Administrator Buchholtz reported on outcomes from the recently concluded legislative session. He stated that a technical election bill now allows cities to opt out of the previous 46-day in-person absentee voting period and instead offer an 18-day early voting period, reducing staffing costs while maintaining voter access. He noted additional election law changes were enacted to enhance candidate safety, including a provision allowing candidates with legitimate safety concerns to keep their home address private on public filings, while still providing it to the City for eligibility verification.

12. OTHER

Acting Mayor Goodboe-Bisschoff reported that she attended the Coon Creek Watershed District meeting and noted that the City was featured in the District's annual report. She stated that the report highlighted the City's participation during Tower Days, including the work of the City street sweeper. She commended staff for the recognition.

13. ADJOURN

Motion made by Councilmember Wendling to adjourn.

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

The meeting was adjourned at 7:48 PM

Barbara Goodboe-Bisschoff, Acting Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council was held on June 1, 2026 at Spring Lake Park Community Center, 1301 81st Avenue N.E., at 7:00 PM.

1. CALL TO ORDER

Acting Mayor Goodboe-Bisschoff called the meeting to order at 7:00 PM.

2. ROLL CALL

MEMBERS PRESENT

Councilmember Ken Wendling

Councilmember Lisa Dircks

Acting Mayor Barbara Goodboe-Bisschoff

MEMBERS ABSENT

Councilmember April Moran

Mayor Bob Nelson

STAFF PRESENT

Building Official Jeff Baker, Public Works Director George Linngren, Police Chief Antoine, Parks and Recreation Director Anne Scanlon, Planner Evan Monson, Engineer Phil Gravel, Attorney John Thames, Administrator Daniel Buchholtz

VISITOR

C Meyer	459 81 st Avenue NE	Spring Lake Park MN
Kristi Cobbs	8085 Jefferson Street NE	Spring Lake Park MN
Jaycee Kilborn	351 79 th Avenue NE	Spring Lake Park MN
Mary Wells	City Assessor	East Bethel MN
Chris Larson	City Assessor	East Bethel MN
Erik Skogquist	City Assessor	Anoka MN
Touney Xiong	8407 Plaza Blvd NE	Spring Lake Park MN
Mailee Xiong	8407 Plaza Blvd NE	Spring Lake Park MN

3. PLEDGE OF ALLEGIANCE

4. ADDITIONS OR CORRECTIONS TO AGENDA

Administrator Buchholtz requested Item 10C, Purchase of SCADA Computer be placed on the agenda.

5. DISCUSSION FROM THE FLOOR

Jaycee Kilbourne of 351 79th Avenue NE expressed concerns about the recent ARCTIC Flock presentation, stating the County was not transparent and the public lacked sufficient

information. She found the Flock camera system confusing and questioned how it avoids tracking personal information when license plates link to vehicle owners. She also voiced concerns about potential misuse of technology by law enforcement, including drone use without warrants and reliance on AI without human oversight. Ms. Kilbourne asked how the public will be informed about software updates or contract changes and who decides whether the contract continues. She requested greater transparency moving forward.

Kristi Cobbs of 8085 Jefferson Street NE expressed concerns about adopting technologies such as Flock cameras and drones. She questioned what specific issues the City aims to address, noting most local crime involves retail theft. She raised concerns about ongoing subscription costs, the value of the City's current cameras, and whether such technology is appropriate for a small community. She also noted that local officers may respond faster than a drone deployed from St. Paul. Ms. Cobbs said she supports effective safety investments but urged that they be appropriate for the City's size and needs.

C. Meyer of 459 81st Avenue NE reported a safety concern at the new pickleball courts in Terrace Park. She noted that balls from the south courts roll onto the north courts, creating a risk of players slipping because they cannot see balls coming from behind them. She suggested installing a three-foot fence between the north and south courts, and possibly an east-west divider, to improve safety and usability. She provided measurements and a small map with her recommendation.

6. PRESENTATION

A. Board of Equalization Presentation

Property Assessor Mary Wells presented an overview of the 2026 assessment cycle, marking the first full year under the city's current assessment contract. She noted that the values established as of January 2, 2026, will serve as the basis for 2027 property taxes.

Ms. Wells outlined the annual assessment timeline, including the quintile review process in which 20% of city properties were physically inspected to ensure data accuracy. She also reviewed the sales study period, which incorporated qualified sales occurring between October 1, 2024, and September 30, 2025. She stated that assessment notices were mailed by Anoka County in March, followed by opportunities for property owners to contact the assessor's office or participate in open book meetings held May 5–6. Ms. Wells said approximately 10–12 property owners reached out with questions or appeals. She noted there are additional appeal opportunities include the Anoka County Board meeting on June 22 and tax court filings through April 30, 2027.

Ms. Wells said that staff completed 444 property inspections and reviewed building permits for improvements that could impact market value. She noted that during the sales study period, 75 total sales were recorded, of which 39 residential sales qualified for use in valuation modeling. She noted that there were limited qualified commercial and industrial

sales resulted in those classifications following broader county trends, with further review by commercial assessor Eric Skogquist.

Ms. Wells noted that the city's preliminary total estimated market value for 2026 is \$927,128,700, reflecting a 4.8% increase from the previous year. She said that after subtracting new construction, the overall market value increased to \$925,534,200, representing an appreciation consistent with more typical pre-volatility trends of 2–5%. She noted that residential and apartment classifications experienced higher growth rates than commercial and industrial properties. Wells noted that residential properties make up approximately 68% of the city's total market value, with commercial/industrial at 19% and apartments at 13%.

Commercial, industrial, and apartment property assessor Erik Skogquist provided an update on appeals, valuation trends, and ongoing assessment activities. He noted that only one property—Hy-Vee—filed an appeal at the local Board of Appeal and Equalization. Mr. Skogquist stated that at this time, two commercial properties have active tax court petitions.

Mr. Skogquist reviewed valuation changes across commercial property types, noting that apartments increased approximately 4%, commercial properties increased around 4%, and industrial properties rose about 2%. He emphasized that these categories encompass a wide variety of property types, resulting in diverse valuation trends.

Mr. Skogquist conducted property reviews, verified assessment data, and met with business owners. He observed that many commercial properties in Spring Lake Park are more affordable and smaller in scale, which often leads to greater market activity and more frequent interactions with property owners.

7. CONSENT AGENDA

- A. Approval of Minutes – May 18, 2026 City Council Work Session
- B. Resolution 2026-23, Exercising the City's Authority to Opt-In To, and Support, the Ramsey County Economic Development Agency ("EDA")
- C. Mayoral Memorial Tribute – In Memory of Amos Barrett Ferrier
- D. Accountant Position Reclassification and Salary Adjustment
- E. Contractor's Licenses

Motion made by Councilmember Wendling to approve the Consent Agenda.

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

8. DEPARTMENT REPORTS

A. Public Works Report

Public Works Director Linngren provided an update on current departmental activities and recent emergency response efforts. He reported that staff are preparing the city for upcoming community events by completing beautification tasks, sweeping the parade route, patching trouble spots, and staging equipment and signage for Lakeside Park activities.

Director Linngren noted that stump grinding operations are ongoing, with more than 35 stumps removed on Hayes and Garfield alone. He stated that seasonal staff are now on board and assisting with cleanup, backfilling, and reseeding areas following stump removal. He noted street maintenance continues as crews address potholes remaining after the winter season.

Director Linngren reported that approximately three-quarters of the city's sanitary sewer system has been jetted, with staff making good progress due to the experience and independence of the operator assigned to this work. He stated that the parks have been fertilized and irrigation systems activated, resulting in increased mowing needs.

Director Linngren provided a detailed account of the major water main break that occurred over the weekend on the University Avenue service road. He said the incident required 21 consecutive hours of repair work, followed by additional work on Sunday due to a developing sinkhole. He stated that multiple breaks were found along the same section of main, including a significant circumferential break that shifted the pipe. He said that the repairs also uncovered a broken private sewer service for a nearby restaurant. He said staff worked with contractors to restore both water and sewer service, with the restaurant fully operational by 10 a.m. Sunday. He noted that such events highlight the importance of maintaining budget allocations for water main repairs and the need to evaluate long-term replacement plans for aging infrastructure in this area.

Staff provided an update on recent discussions with the Metropolitan Council regarding proposed changes to the bus stops at Osborne Road and Monroe Street. Staff stated that the Met Council reconstructed the northbound bus stop on Monroe to meet ADA requirements., and now the agency is proposing to remove that recently installed stop and return the area to its previous condition while relocating service to new stops on Osborne Road in Fridley. Staff stated that the redesign will include installing ADA-compliant bus pads, modifying access to the existing shelter, and removing the sloped driveway-style access currently in place

B. Code Enforcement Report

Building Official Baker reported that the Code Enforcement Department has begun a citywide inventory of nuisance and hazardous dead trees. He and Inspector Wirtz have

identified numerous trees requiring attention and will prioritize those posing immediate safety risks to sidewalks, streets, and homes. He said the process will involve outreach and cooperation with property owners, with enforcement focused first on the most hazardous cases. He stated that guidance from neighboring cities has been gathered to help structure the program.

Building Official Baker provided a construction update for 1313 Osborne Road, where a cannabis cultivation facility is undergoing inspection for its initial certificate of occupancy. He said the project involves installing modular, temperature-controlled interior rooms within the existing structure, with minimal exterior changes.

In response to a council inquiry, Building Official Baker clarified that Code Enforcement staff will typically respond to nuisance conditions only after a formal complaint has been filed by a resident. He noted that complaints must be submitted through the city's established reporting process to initiate an inspection. He said once received, staff will investigate the issue, communicate with the property owner, and work toward achieving voluntary compliance whenever possible. He noted that the process ensures fairness, documentation, and consistent enforcement across the community.

9. ORDINANCES AND/OR RESOLUTIONS

A. Resolution 2026-24, Approving a Conditional Use Permit for 8407 Plaza Boulevard NE

Planner Monson presented a conditional use permit request for 8407 Plaza Boulevard, where the property owner seeks approval to operate a licensed adult daycare facility. He said the applicant currently operates a similar facility in Brooklyn Park and intends to relocate operations to the Spring Lake Park property, which they also own. Mr. Monson noted that while "adult daycare" is not defined in the city's zoning code, it is defined and licensed under state statute, with licensing information provided in the staff memo. The proposed use is permitted as a conditional use within the Commercial-1 zoning district.

Planner Monson stated that the applicant does not propose any exterior changes to the building or modifications to the existing off-street parking lot, which was originally approved in 1997 for a restaurant/banquet hall use. He said operating both uses simultaneously would create a parking deficiency, he noted that staff recommends adding a condition prohibiting concurrent operation of the banquet facility and the adult daycare.

Monson reviewed the site's consistency with the city's Comprehensive Plan and zoning map, noting that both identify the property for commercial use. He stated that staff recommends approval with the conditions set forth in the resolution.

Councilmember Goodboe-Bisschoff inquired whether the proposed adult daycare facility would include fencing or a secure outdoor enclosure, citing safety concerns for individuals with Alzheimer's or cognitive impairments given the commercial-industrial surroundings

and nearby traffic. Staff clarified that the zoning code does not require fencing for this use, though the state imposes requirements related to building access and supervision. Administrator Buchholtz stated that the applicant currently transports clients directly to and from the facility, limiting unsupervised outdoor activity.

Councilmember Goodboe-Bisschoff expressed continued concern and indicated support for adding a fencing requirement as a condition of approval. Staff however explained that the entire building would be used for daycare operations during the week, with the space converted back for banquet/restaurant use on weekends.

Questions were also raised about potential impacts on police and fire services. Administrator Buchholtz noted that state licensing requires on-site personnel to be trained to handle routine incidents, with emergency services contacted only when necessary. Staff acknowledged that some correction orders were noted in the state licensing lookup but did not have updated status information.

Motion made by Councilmember Wendling to approve Resolution 2026-24, Approving a Conditional Use Permit for 8407 Plaza Boulevard NE to run an Adult Daycare Facility.

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

10. NEW BUSINES

A. Approval of Proposal for American Water Infrastructure Act Plan Update

Administrator Buchholtz presented a proposal from Stantec to update the City's Risk and Resilience Assessment and Emergency Response Plan as required under the American Water Infrastructure Act. He noted that the Act mandates updates every five years, and the City is now due for compliance. He stated that Stantec submitted a proposal to complete the required work at a cost of \$15,086.00. Administrator Buchholtz stated that the project timeline meets federal deadlines and recommended approval of the proposal.

Motion made by Councilmember Wendling for Approval of Proposal for American Water Infrastructure Act Plan Update.

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

B. Cancel 2026 Street Seal Coat and Crack Repair Project

Engineer Gravel explained that the city normally completes a yearly seal coat, chip seal, and crack repair project. He stated that after reviewing the streets planned for this year, staff determined that the work is not needed at this time. He recommended canceling the project and saving the money for future street maintenance. He added that the bid for this

year's project was about \$163,000. He stated that \$25,000 of that amount was specifically for street striping, which was to be done by a subcontractor.

Engineer Gravel said since the project is being canceled, the city will need to get a new quote for the striping work separately and bring that back for approval. He said the city will save most of the \$163,000, but not the portion needed for the new striping work.

Motion made by Councilmember Dircks to Cancel 2026 Street Seal Coat and Crack Repair Project and authorize the Administrator, Clerk/Treasurer to reimburse the successful bidder the cost of the bond.

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

C. Approval to Purchase a New SCADA Computer for Public Works

Director Linngren reported that the SCADA computer serving the city's well houses and lift stations has failed. He stated that the unit is several years old and has already undergone two repairs, the most recent of which required a three-month turnaround. He stated that repairing the current system would require additional downtime for necessary upgrades to Windows 11 and FactoryTalk licensing, resulting in an estimated three to four months out of service.

Director Linngren presented a quote from Automatic Systems, the City's SCADA integrator, for a replacement Dell computer with Windows 11, updated FactoryTalk licenses for all three treatment plant systems, Win911 license upgrades with a three-year subscription, and full installation. He stated that the total cost is \$25,362.00. He noted that software and hardware costs have increased significantly industry-wide, contributing to the higher price.

Director Linngren stated that the SCADA computers are located in office areas away from chemicals and are essential for system monitoring, alarm notifications, and controlling wells and lift stations. He said given the critical nature of the equipment and extended downtime associated with repairs, staff is recommending approval of a new SCADA Computer.

Motion made by Councilmember Acting Mayor Goodboe-Bisschoff to approve the Purchase of a new SCADA Computer for Public Works.

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

11. REPORTS

- A. Attorney Report - None
- B. Engineer Report - Accept report as submitted

C. Administrator Report

Administrator Buchholtz provided an update on the upcoming Tower Days events. He stated the parade will be held Thursday at 6:30 p.m., with street closures beginning at 5:30 p.m. He noted that Friday's activities include live music at 7:00 p.m. featuring Transit Authority, as well as AWF Wrestling.

He said Saturday will feature the traditional community day activities, including family and children's events. He noted that all Tower Days activities are accessible with the purchase of a \$3 Tower Days button, available at City Hall, with two button designs to choose from.

12. OTHER – None

13. ADJOURN

Motion made by Councilmember Wendling to adjourn.

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

The meeting was adjourned at 7:59 PM.

Barbara Goodboe-Bisschoff, Acting Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

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

Date: May 2026
Page: 1
Claim Res. #26-09

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>		<u>AMOUNT</u>
79115	DEDICATED FINANCIAL GBC	2026 SOFTBALL SPONSORSHIP REFUND	\$	375.00
79116	JOSEPH KURPIERZ	2026 SOFTBALL REGISTRATION REFUND	\$	158.00
79117	STEPHANIE SMITH	2026 SOFTBALL REGISTRATION REFUND	\$	178.00
79118	1ST CHOICE DOCUMENT DESTRUCTION	04.25 RECYCLING EVENT	\$	860.00
79119	AARON IMIG	MEAL REIMBURSEMENT	\$	50.77
79120	ALTERNATIVE BUSINESS FURNITURE	FURNITURE & INSTALL	\$	18,159.88
79121	AMAZON CAPITAL SERVICES	SUPPLIES	\$	118.94
79122	ANOKA COUNTY TREASURY	USED OIL CLASS I LICENSE FEE	\$	100.00
79123	ASPEN MILLS	UNIFORM ALLOWANCE - DRINKWINE	\$	63.83
79124	AT & T MOBILITY	HOT SPOT	\$	38.73
79125	BLAINE LOCK & SAFE INC	MASTER PADLOCKS & KEYS	\$	809.80
79126	CADY BUSINESS TECHNOLOGIES	PHONE SYSTEM	\$	882.74
79127	CARDINAL INVESTIGATIONS	BACKGROUND CHECK - LORINSER	\$	715.00
79128	CARSON, CLELLAND & SCHREDER	ATTORNEY SERVICES	\$	9,457.50
79129	CENTERPOINT ENERGY	MONTHLY UTILITIES	\$	1,468.33
79130	CINTAS	SHOP TOWELS	\$	37.84
79131	CIVICPLUS LLC	MUNICODE ANNUAL RENEWAL	\$	4,066.00
79132	COHNREZNICK LLP	2025 FINANCIAL AUDITING SERVICES	\$	18,112.50
79133	COMM-WORKS, LLC	PARK CAMERA MONITORING	\$	275.00
79134	COMPUTER INTERGRATION TECHNOLOGIES	CHANGE EMAIL DOMAIN	\$	13,260.00
79135	CONNEXUS ENERGY	STREET LIGHTS	\$	11.25
79136	FERGUSON WATERWORKS #2518	HYD OIL	\$	67.84
79137	FRIENDLY CHEVROLET GEO. INC.	MAT PACKAGE FOR SQUAD	\$	127.50
79138	GOPHER STATE ONE-CALL INC	LOCATES	\$	98.55
79139	GREEN LAMPS RECYCLING LLC	SMALL ELECTRONICS RECYCLING	\$	154.65
79140	LANGUAGE LINE SERVICES	INTERPRETATION SERVICES	\$	193.94
79141	LEAGUE OF MN CITIES INS TRUST	WC PREMIUM	\$	1,183.00
79142	LITHIA MOTORS SUPPORT SERVICES	OIL FILTERES	\$	94.32
79143	MAC QUEEN EQUIPMENT, LLC.	PELICAN TUBE / BROOM DOUBLE WRAP	\$	755.04
79144	MARIE RIDGEWAY LISS, LLC	SLP POWER PROGRAM	\$	840.00
79145	MENARDS - BLAINE	IMIG OFFICE REPAIRS	\$	45.20
79146	METRO-INET	DATA SERVICES	\$	280.00
79147	METROPOLITAN COUNCIL	PERMIT FEE	\$	550.00
79148	MN DEP'T OF LABOR & INDUSTRY	4TH QTR 2025 / 1ST QTR 2026 SURCHARGES	\$	1,499.06
79149	NINJA ANYWHERE	NINJA ANYHWERE - 2026 TOWER DAYS	\$	2,450.00
79150	ON SITE SANITATION INC	STD CONTSTRUCTION RESTROOMS	\$	1,057.01
79151	OUTFRONT	BILLBOARD ADVERTISING	\$	1,250.00
79152	RETROFIT ELECTRIC	ELECTRIC PROJECT PER QUOTE	\$	3,983.00
79153	RILEY BUS SERVICE INC	ALASKA BUS FINAL PMNT	\$	158,788.00
79154	SLP FIRE DEPARTMENT	MAY FIRE PROTECTION SERVICES	\$	27,260.00
79155	STEVE & ERIN KOEGEL	UB REFUND	\$	233.40
79156	THE HOME DEPOT CREDIT SERVICES	CC PMNT	\$	565.82
79157	THE TOONIES	2026 ENVIRO SHOW DEPOSIT	\$	425.00
79158	TOWMASTER	WING BLADE	\$	699.00
79159	WATER CONSERVATION SERVICE INC	LEAK LOCATE - 410 79TH	\$	580.24
79160	XCEL ENERGY	MONTHLY UTILITIES	\$	1,602.93
79161	ALLEGRA MARKETING PRINT MAIL	BUSINESS CARDS - GL / JS	\$	265.13
79162	ANOKA COUNTY PROPERTY RECORDS	2026 NEARMAP AERIAL IMAGERY	\$	1,000.00

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

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<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>		<u>AMOUNT</u>
79163	BUSINESS ESSENTIALS	TRASH BAGS FOR PW	\$	356.28
79164	CAR WASH PARTNERS INC (dba: MISTER CAR WASH)	CAR WASHES	\$	184.00
79165	CENTERPOINT ENERGY	MONTHLY UTILITIES	\$	469.99
79166	CINTAS	FLOOR MATS	\$	327.93
79167	COMCAST	ABLE WARMING HOUSE MONTHLY UTILITIES	\$	149.72
79168	FASTENAL COMPANY	PARTS	\$	29.99
79169	HOTSY EQUIPMENT OF MN	FUEL NOZZEL, VALVE, PARTS	\$	586.63
79170	INNOVATIVE OFFICE SOLUTIONS LLC	OFFICE SUPPLIES	\$	628.65
79171	INSTRUMENTAL RESEARCH INC	APRIL WATER TESTING	\$	108.00
79172	J.R.'S APPLIANCE DISPOSAL	04.25 RECYCLING EVENT	\$	2,612.35
79173	JAKE STAUFFENEKER	UNIFORM ALLOWANCE-SPORTSMAN REIMB	\$	786.00
79174	MANSFIELD SERVICE PARTNERS SOUTH, LLC	UNLEADED FUEL	\$	756.76
79175	MCFOA REGION IV	06.04 MEETING - W.BROWN	\$	35.00
79176	MENARDS - BLAINE	PARTS	\$	17.78
79177	MINNEAPOLIS SAW COMPANY, INC.	PARTS	\$	99.91
79178	NAC MECHANICAL & ELECTRICAL SERVICES	SERVICE AGREEMENT NO. 000325	\$	2,532.50
79179	NORTHERN TOOL COMMERCIAL ACCOUNT	TOOLS	\$	436.93
79180	NYKANEN INSPECTIONS, LLC	APRIL ELECTRICAL INSPECTIONS	\$	2,712.80
79181	ON SITE SANITATION INC	STD CONSTRUCTIONS RESTROOMS	\$	216.00
79182	PDCM / DDP	4 HOUR REFRESHER CLASSES (2025/2026)	\$	1,080.00
79183	SPECIALTY SOLUTIONS LLC	WEED & FEED	\$	6,433.58
79184	STANTEC	PROJ. NO. 227707092 HWY 65	\$	9,386.25
79185	SUBURBAN RATE AUTHORITY	SRA 2026 1ST HALF ASSESSMENTS	\$	508.00
79186	TRI STATE BOBCAT INC	DOOR GLASS	\$	684.51
79187	ULINE	BLACK WARDROBE CABINET	\$	542.90
79188	UNLIMITED SUPPLIES, INC	WASHERS	\$	18.58
79189	WALTERS RECYCLING REFUSE SERV	PW TASH ROLLOFF DNR	\$	14,685.34
79190	XCEL ENERGY	MONTHLY UTILITIES	\$	3,769.87
79191	ACOUSTICS ASSOCIATES	ABLE PARK INSTALL	\$	16,990.00
79192	AMERICAN ENVIRONMENTAL, LLC	CCTV INSPECTIONS OF STORM SEWER	\$	24,378.55
79193	American Test Center	BUCKET TRUCK INSPECTION 2025	\$	450.00
79194	AMY OLESEN	SOFTBALL REGISTRATION REFUND	\$	79.00
79195	APRIL STRAMER	SOFTBALL REGISTRATION REFUND	\$	89.00
79196	ASHLEY JENSEN	SOFTBALL REGISTRATION REFUND	\$	158.00
79197	ASPEN MILLS	PARK & REC / UNIFORM ALLOWANCE - PD	\$	771.55
79198	BRIDGETOWER MEDIA	2026 ST IMPROVEMENT PROJECT	\$	246.40
79199	BUSINESS ESSENTIALS	JANITORIAL SUPPLIES	\$	475.95
79200	CENTRAL PRO SUPPLY	PVC PIPE / PARTS	\$	182.09
79201	CINTAS	SHOP TOWELS	\$	113.52
79202	COMCAST	8251 ARTHUR ST MONTHLY UTILITIES	\$	113.07
79203	COMPUTER INTERGRATION TECHNOLOGIES	CONTRACTUAL SERVICES	\$	6,646.80
79204	CONNEXUS ENERGY	MONTHLY UTILITIES	\$	289.62
79205	DEANNA STEINER	SOFTBALL REGISTRATION REFUND	\$	158.00
79206	ELLEN PELTO	ACCOUNT CREDIT REFUND	\$	97.00
79207	ERIK MONSEBROTEN	SOFTBALL REGISTRATION REFUND	\$	79.00
79208	FRIENDLY CHEVROLET GEO. INC.	REMAINING BAL FOR NEW SQUAD	\$	240.44
79209	GERALD REHDER	SOFTBALL REGISTRATION REFUND	\$	79.00
79210	GINA ZEMLICKA	SOFTBALL REGISTRATION REFUND	\$	79.00

CITY OF SPRING LAKE PARK
CLAIMS LIST APPROVED AND PAID
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<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
79211	GUY BROWN LLC	US BANK CASH BAGS	\$ 10.88
79212	HACH COMPANY	FLOURIDE / SAMPLE CELL	\$ 156.48
79213	HAWKINS WATER TREATMENT	WATER CHEMICALS	\$ 110.00
79214	HERREID & ASSOCIATES	PW CONSULTING SERVICES	\$ 1,592.74
79215	HOTSY EQUIPMENT OF MN	OUTLET	\$ 1,226.57
79216	JAKE PREMACK	THIEF RIVER BAND MUSIC IN THE PARK	\$ 500.00
79217	JDR ELECTRIC, LLC.	PERMIT REFUND	\$ 105.00
79218	JEFF SANDINO	TANTALIZING THAI CLASS	\$ 160.00
79219	JESENIA VARNER	SOFTBALL REGISTRATION REFUND	\$ 79.00
79220	JESSICA MYERS	SOFTBALL REGISTRATION REFUND	\$ 79.00
79221	KRISTI CURWICK	SOFTBALL REGISTRATION REFUND	\$ 79.00
79222	LYNN WAARA	SOFTBALL REGISTRATION REFUND	\$ 97.00
79223	MANSFIELD SERVICE PARTNERS SOUTH, LLC	UNLEADED FUEL	\$ 3,257.05
79224	MENARDS - BLAINE	PARTS	\$ 445.99
79225	METLIFE	COBRA DENTAL PMNT	\$ 164.62
79226	MINNEAPOLIS SAW COMPANY, INC.	DRIVESHAFT	\$ 32.99
79227	NAPA AUTO PARTS	PARTS	\$ 877.01
79228	NORTHERN TOOL COMMERCIAL ACCOUNT	TOOLS	\$ 265.98
79229	OFFICE OF MN.IT SERVICES	FIBER OPTICS	\$ 47.20
79230	PARAMOUNT CENTER FOR THE ARTS	BUDDY HOLLY	\$ 623.00
79231	PATTY RAINS-HENDRICKSON	SOFTBALL REGISTRATION REFUND	\$ 89.00
79232	RACHEL KOEHLER	SOFTBALL REGISTRATION REFUND	\$ 89.00
79233	REJEANNA HILL	SOFTBALL REGISTRATION REFUND	\$ 79.00
79234	RICHARD ERICKSON	TEDDY BEAR BAND MUSIC IN THE PARK	\$ 600.00
79235	ROBYN HJORTH-MARTIN	SOFTBALL REGISTRATION REFUND	\$ 89.00
79236	SAM SPAINER	FIDDLES & FLANNELS MUSIC IN THE PARK	\$ 300.00
79237	SHANNON MOKITA	SOFTBALL REGISTRATION REFUND	\$ 79.00
79238	SLPHS MUSIC	MUSIC IN THE PARK	\$ 300.00
79239	SUMMIT FIRE PROTECTION	FIRE EXTINGUISHER INSPECTIONS	\$ 3,497.70
79240	TASC	COBRA ADMIN FEE	\$ 35.20
79241	TEGRETE	JANITORIAL SERVICES	\$ 3,177.50
79242	THE SHERWIN WILLIAMS CO.	WHITE PAINT	\$ 111.07
79243	THERESA JOANNE CASE	SOFTBALL REGISTRATION REFUND	\$ 89.00
79244	TRANE U.S. INC	ANNUAL CONTRACT	\$ 3,748.00
79245	TRUST IN US, LLC	DOT RANDOMS	\$ 107.00
79246	VALLEY-RICH CO., INC.	WATER MAIN BREAK - TERRACE PARK	\$ 35,425.40
79247	VINCENT K. ROSE	MUSIC IN THE PARK	\$ 500.00
79248	WALTERS RECYCLING REFUSE SERV	2YD ORGANICS / 6 YD TRASH SERVICES	\$ 1,017.19
79249	XCEL ENERGY	MONTHLY UTILITIES	\$ 525.57
79250	ZIEGLER INC	TROUBLESHOOT FAULT CODE	\$ 898.20
79251	AMERITAS	PAYROLL	\$ 74.84
79252	CENTRAL PENSION FUND	PAYROLL	\$ 4,160.00
79253	DEARBORN LIFE INSURANCE COMPANY	PAYROLL	\$ 395.90
79254	HEALTH PARTNERS, INC	PAYROLL	\$ 33,045.91
79255	LELS	PAYROLL	\$ 803.00
79256	LOCAL 49	PAYROLL	\$ 192.50
79257	METLIFE	PAYROLL	\$ 2,126.87
79258	NCPERS GROUP LIFE INS	PAYROLL	\$ 32.00

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CLAIMS LIST APPROVED AND PAID
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<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>		<u>AMOUNT</u>
79259	ARCADE HIGHWAY LLC	2026 TOWER DAYS ENTERTAINMENT	\$	2,600.00
79260	CHANHASSEN DINNER THEATRES	GUYS & DOLLS DAY TRIP	\$	1,964.36
79261	CINTAS	FLOOR MATS / SHOP TOWELS	\$	365.77
79262	CITY OF FRIDLEY	PICKLEBALL INSTRUCTOR	\$	670.00
79263	COLLETTE	DOUGLAS EDSON ICELAND TRIP FEES	\$	3,000.00
79264	COLLINS ELECTRICAL	LAKESIDE LIGHTS TIMER REPAIRS	\$	565.75
79265	COMPUTER INTERGRATION TECHNOLOGIES	SERVICE TICKETS	\$	1,531.40
79266	DEAN-O-MITE ENTERTAINMENT	2026 TOWER DAYS ENTERTAINMENT	\$	500.00
79267	EARL F. ANDERSEN A DIVISION OF SAFETY SIGNS	SIGNS & BRACKETS	\$	633.56
79268	ECM PUBLISHERS, INC.	CUP 8407 PLAZA BLVD	\$	60.50
79269	ERIK SKOGQUIST	2ND QTR ASSESSING SERVICES	\$	4,777.90
79270	FANDAZZI FIRE	2026 TOWER DAYS ENTERTAINMENT	\$	2,500.00
79271	FASTENAL COMPANY	CABLE TIES	\$	71.36
79272	FLEETPRIDE	AIR FILTERS	\$	119.60
79273	GLADYS SURA	MATURE DRIVER REFUND	\$	29.00
79274	GOOD FOR GARY	2026 TOWER DAYS ENTERTAINMENT	\$	5,000.00
79275	LAST PICK'D STRING BAND	2026 TOWER DAYS ENTERTAINMENT	\$	600.00
79276	LISA WOOG	2026 TOWER DAYS ENTERTAINMENT	\$	500.00
79277	MARCO TECHNOLOGIES, LLC	COPIER	\$	1,048.20
79278	MARY WELLS	2ND QTR ASSESSING SERVICES	\$	4,777.90
79279	MICHAEL LEDMAN	EVENING YOGA MAY 2026	\$	270.00
79280	MSMA	2026 TOWER DAYS ENTERTAINMENT	\$	300.00
79281	NEW BRIGHTON PARKS & RECREATION	WINTER 2026 VOLLEYBALL LEAGUE	\$	2,930.75
79282	PANTHER TRACK BOOSTERS	2025 TOWER DAYS FUN RUN	\$	475.00
79283	SHRED-IT USA	SHREDDING SERVICES	\$	169.07
79284	SIDE TWO, LLC	2026 TOWER DAYS ENTERTAINMENT	\$	2,500.00
79285	THE SHERWIN WILLIAMS CO.	PAINT	\$	111.07
79286	TOMMY WOOG	2026 TOWER DAYS ENTERTAINMENT	\$	595.00
79287	TWIN CITIES BMEU WEST	LEAF DROP OFF MAILER POSTAGE	\$	767.87
79288	USS MINNESOTA ONE MT LLC	SOLAR	\$	17,628.81
79289	VERIZON BUSINESS	CELL PHONE SERVICES	\$	949.83
79290	ZIEGLER INC	FLOATING & CUTTING EDGES	\$	12,309.48

TOTAL DISBURSEMENTS

\$ 548,939.52

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
INDEPENDENCE DAY
JULY 4, 2026**

WHEREAS, Independence Day is observed annually on July 4 to commemorate the adoption of the Declaration of Independence in 1776, marking the birth of the United States of America; and

WHEREAS, July 4, 2026, marks the 250th anniversary of our nation's founding.

WHEREAS, for two and a half centuries, the United States has stood as a nation grounded in the enduring principles of liberty, equality, representative government, and the rule of law; and

WHEREAS, generations of Americans have contributed to the growth and preservation of our democracy through civic participation, public service, and a shared commitment to the ideals expressed in the Declaration of Independence; and

WHEREAS, the City of Spring Lake Park joins communities across the nation in reflecting on our history, honoring those who have defended our freedoms, and recognizing the responsibilities that come with citizenship; and

WHEREAS, the 250th anniversary provides an opportunity not only to celebrate our nation's achievements, but also to reaffirm our commitment to the principles that unite us and guide our future;

NOW, THEREFORE, I, Robert Nelson, Mayor of the City of Spring Lake Park, do hereby proclaim July 4, 2026 as

INDEPENDENCE DAY

in the City of Spring Lake Park, and encourage all residents to observe this historic occasion with pride, reflection, and participation in community celebrations that honor our nation's past and inspire its future.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Spring Lake Park to be affixed this 4th day of July, 2026.

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, Administrator



Memorandum

To: Mayor Nelson and Members of the City Council

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

Date: June 10, 2026

Subject: Performance Measures Annual Report

The attached resolution approves the City's 2025 Performance Measures Report for submission to the Minnesota State Auditor as part of the statewide performance measurement program.

Staff has completed the report and incorporated the required performance measure data for City services. At the time this agenda packet was prepared, there are a small number of items for which staff is awaiting clarification from the City's auditors. Because this is the final City Council meeting prior to the submission deadline, staff is requesting Council approval of the report at this time. Any remaining information or minor revisions resulting from auditor feedback will be incorporated into the final report before it is submitted to the State Auditor.

Recommendation: Adopt Resolution 2026-25 approving the 2025 Performance Measures Report and authorizing its submission to the Minnesota State Auditor.

CITY OF SPRING LAKE PARK, MINNESOTA

RESOLUTION NO. 2026-25

RESOLUTION ACCEPTING 2025 PERFORMANCE MEASURES ANNUAL REPORT AND AUTHORIZING SUBMITTAL TO THE OFFICE OF THE STATE AUDITOR

WHEREAS, benefits to the City of Spring Lake Park for participation in the Minnesota Council on Local Results and Innovation’s comprehensive performance measurement program are outlined in M.S. §6.91 and include eligibility for a reimbursement as set by State statute; and

WHEREAS, any city/county participating in the comprehensive performance measurement program is also exempt from levy limits for taxes, if levy limits are in effect; and

WHEREAS, the Spring Lake Park City Council has adopted and implemented at least 10 of the performance measures, as developed by the Council on Local Results and Innovation, and a system to use this information to help plan, budget, manage and evaluate programs and processes for optimal future outcomes.

NOW THEREFORE LET IT BE RESOLVED THAT, the City Council of the City of Spring Lake Park hereby accepts the 2025 Performance Measures Annual Report and will report the results to its citizenry by the end of the year through publication, direct mailing, posting on the city’s/county’s website, or through a public hearing at which the budget and levy will be discussed and public input allowed.

BE IT FURTHER RESOLVED that the Administrator, Clerk/Treasurer is hereby directed to submit the 2025 Performance Measures Annual Report to the Office of the State Auditor.

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 15th day of June 2026.

APPROVED BY:

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator



2025

PERFORMANCE MEASURES ANNUAL REPORT



Spring Lake Park City Council

Robert Nelson, Mayor

Ken Wendling

Barbara Goodboe-Bisschoff

Lisa Dircks

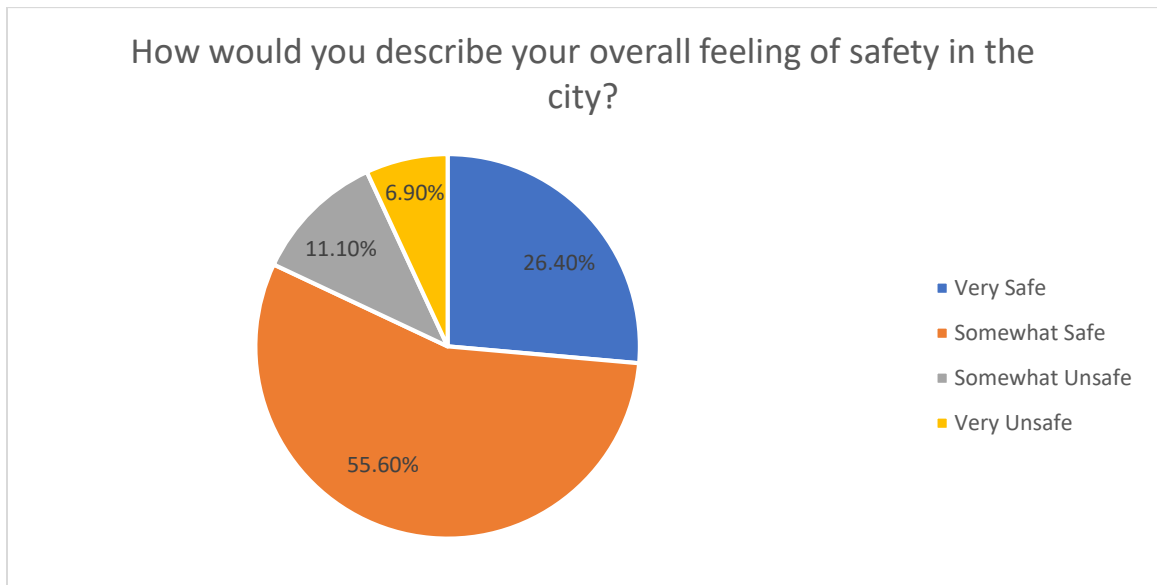
April Moran

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Community Safety and Security

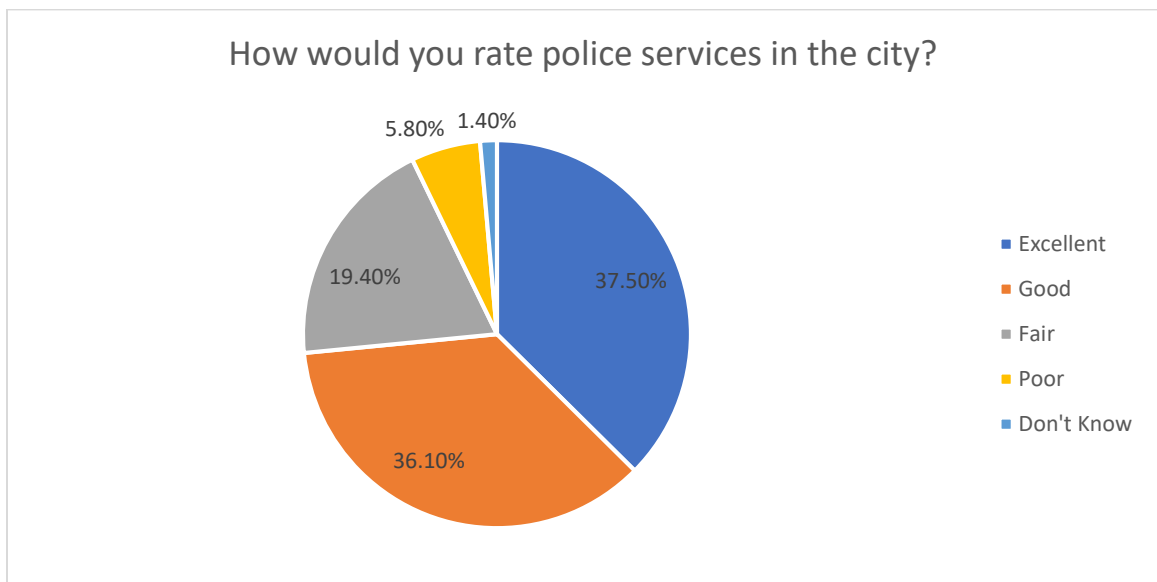
1. Safety in the Community (Citizen Rating¹)



2. Police Response Time²

	2023	2024	2025
High Priority Calls	3:01	3:19	3:41
Low Priority Calls	4:16	5:00	4:11

3. Police Protection (Citizen Rating)³



¹ City of Spring Lake Park 2026 Citizen Survey. The City received 72 responses from a period covering March 21, 2025 to May 31, 2025. Comparison to results from 2024 and 2025 Citizen Survey.

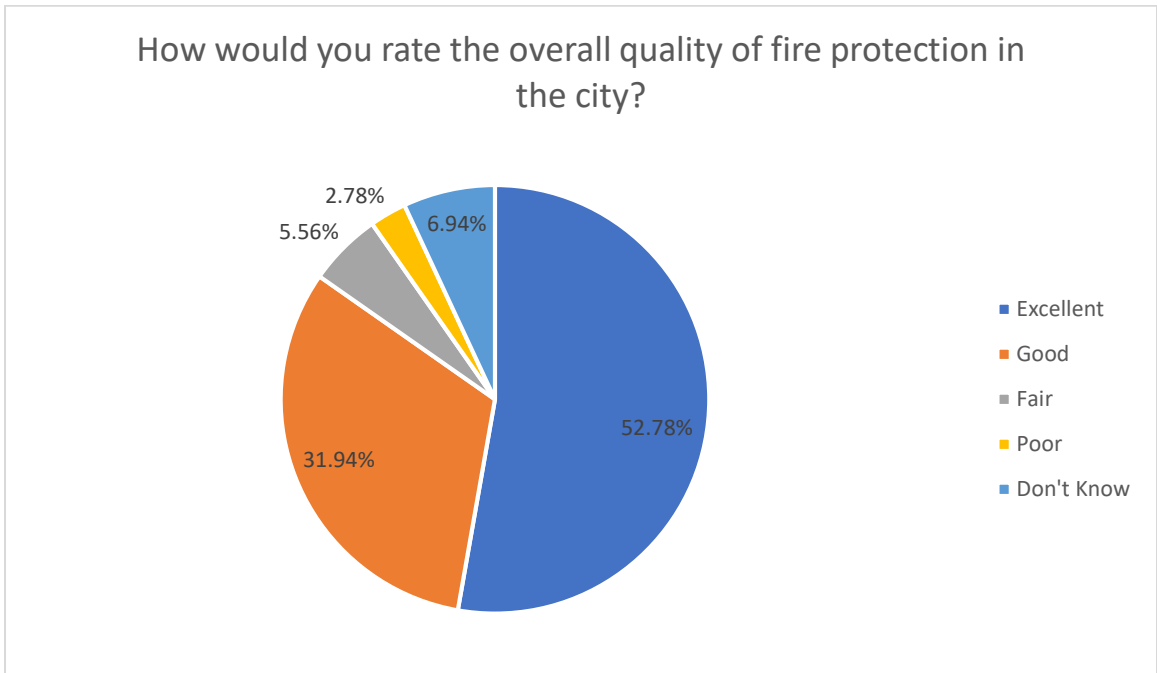
² Figures provided by the Anoka County Public Safety Data System

³ City of Spring Lake Park 2026 Citizen Survey. Comparison to results from 2024 and 2025 Citizen Survey.

4. Crime Rate⁴

	2023	2024	2025
Group A Crimes ⁵	422	387	353
Group B Crimes ⁶	246	145	115
Non-Reportable ⁷	6,525	6,025	5,569

5. Fire Protection (Citizen Rating)⁸



6. Fire Response Time⁹

	2023	2024	2025
Staffed	5:07		
Volunteer	6:02		
Emergency		5:28	4:05
Non-Emergency		6:41	5:11

⁴ Crime rate statistics provided by the Spring Lake Park Police Department

⁵ Group A offenses include arson, assaults, bribery, counterfeiting, destruction of property, drug offenses, gambling offenses, homicide, human trafficking, kidnapping, motor vehicle theft, robbery, sex offenses, weapons charges.

⁶ Group B offenses include bad checks, curfew/loitering/vandalism, disorderly conduct, driving while intoxicated, non-violent family offenses, trespassing and liquor law violations

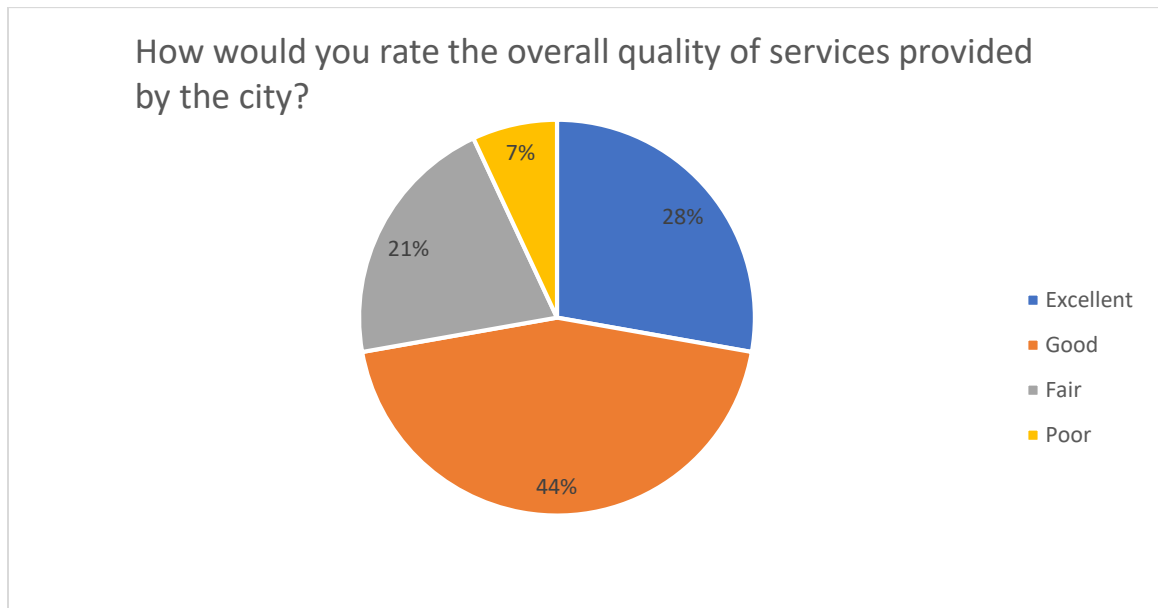
⁷ All other calls not reportable under the Department of Justice’s National Incident-Based Reporting System

⁸ City of Spring Lake Park 2026 Citizen Survey.

⁹ Figures provided by Spring Lake Park – Blaine - Mounds View Fire Department

Public Service Delivery

7. City Services (Citizen Rating)¹⁰



8. Accuracy of post election audit.

	2020	2022	2024
Post Election Audit Results	Not selected for audit	Not selected for audit	Not selected for audit

9. Creditworthiness

	2023	2024	2025
Bond Rating ¹¹	AA	AA	AA
Long Term Debt ¹²	\$ 676,423	\$8,727,610	\$

10. Financial Management¹³

	2023	2024	2025
Unmodified audit on financial statements	✓	✓	✓

¹⁰ City of Spring Lake Park 2025 Citizen Survey.

¹¹ Bond rating issued by Standard and Poor's. The rating scale ranges from AAA (highest credit quality) to D (in default). The City's bond rating is two steps below AAA.

¹² Data obtained from the City of Spring Lake Park's Audited Financial Statements.

¹³ Data obtained from the City of Spring Lake Park's Audited Financial Statements.

11. Financial Condition¹⁴

	2023	2024	2025
General Fund Property Tax Levy	\$3,823,887	\$4,721,272	\$4,982,100
Total Net Position ¹⁵	\$25,111,417	\$23,243,697	
Percent of General Fund Balance to Expenditures	64.4%	55%	

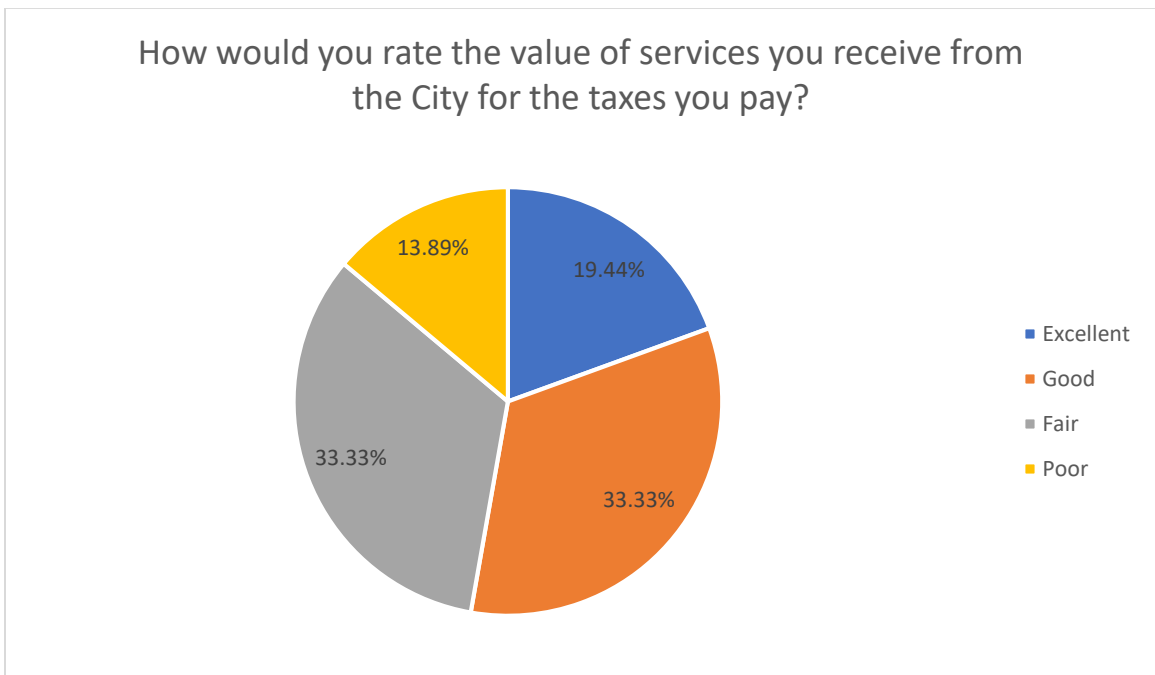
12. Property Values¹⁶

	2023	2024	2025
Taxable Market Value	\$916,481,300	\$913,034,100	\$908,125,000
% Change in Market Value	7.56%	(0.37%)	(0.54%)

13. Tax Rate¹⁷

	Pay 2024	Pay 2025	Pay 2026
City Tax Rate	37.811%	46.323%	47.107%

14. Value of City Services in Comparison of Taxes Paid (Citizen Rating)¹⁸



¹⁴ All figures come from the City of Spring Lake Park's Audited Financial Statements.

¹⁵ Total net position includes cash and assets, minus depreciation, held by the City.

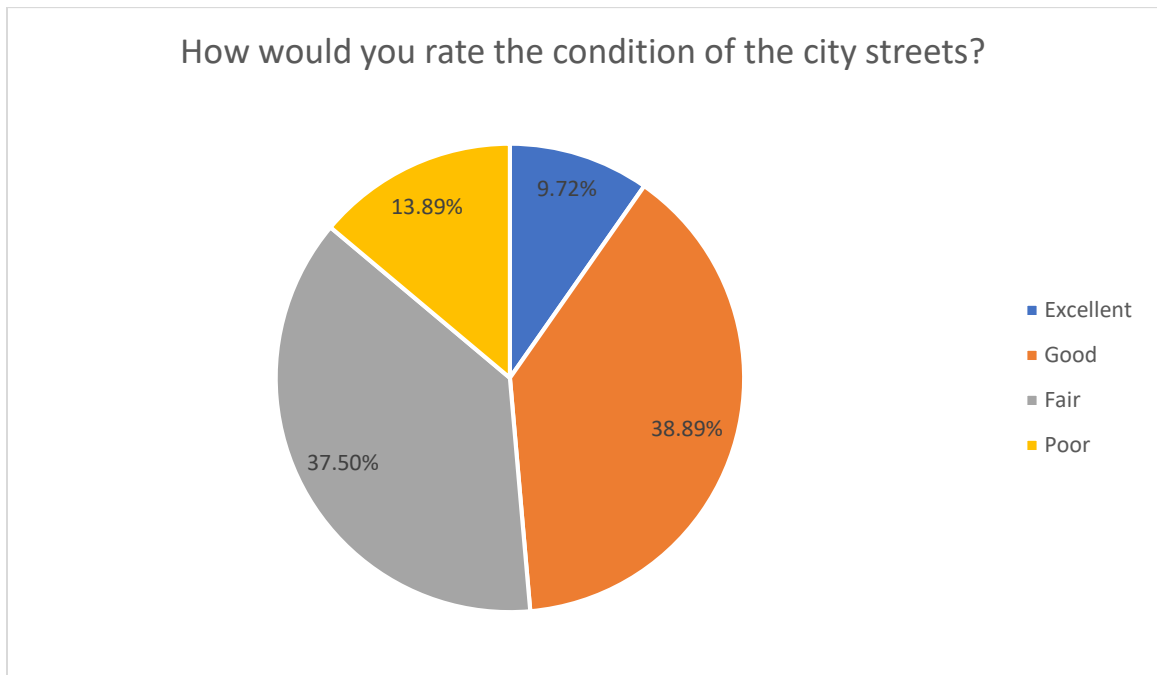
¹⁶ Figures provided by Anoka County and Ramsey County.

¹⁷ Tax rates provided by Anoka County, which serves as the City's home auditor.

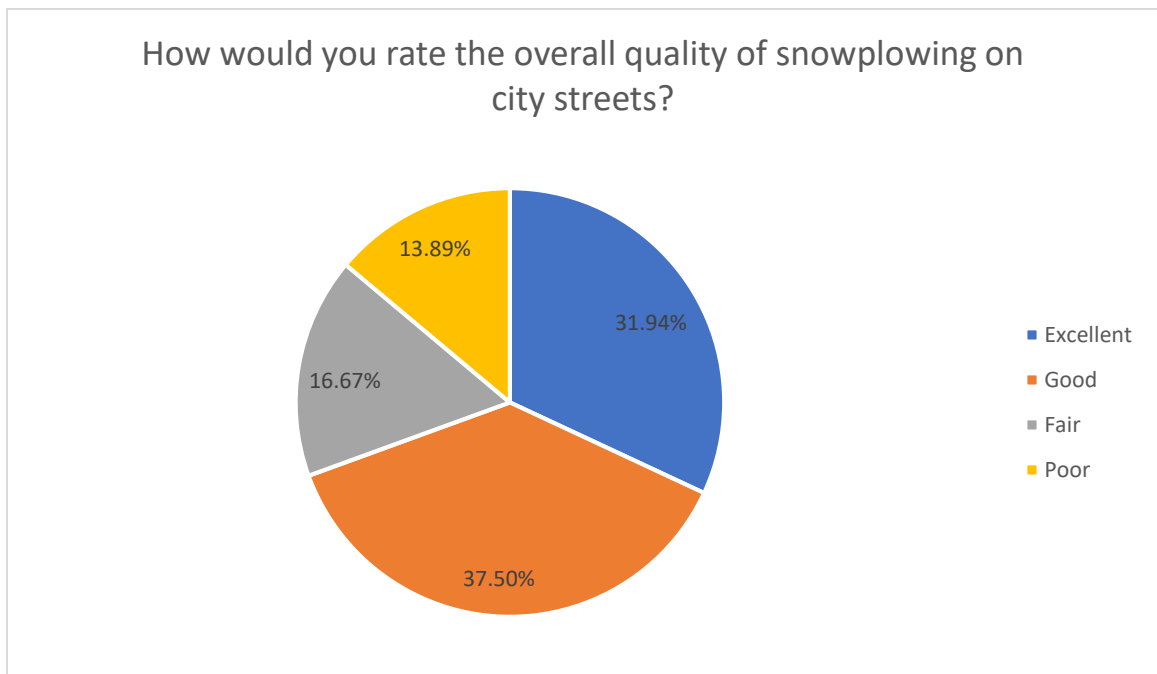
¹⁸ City of Spring Lake Park 2025 Citizen Survey.

General Government Infrastructure Condition

15. City Roads (Citizen Rating)¹⁹



16. Snowplowing (Citizen Rating)²⁰

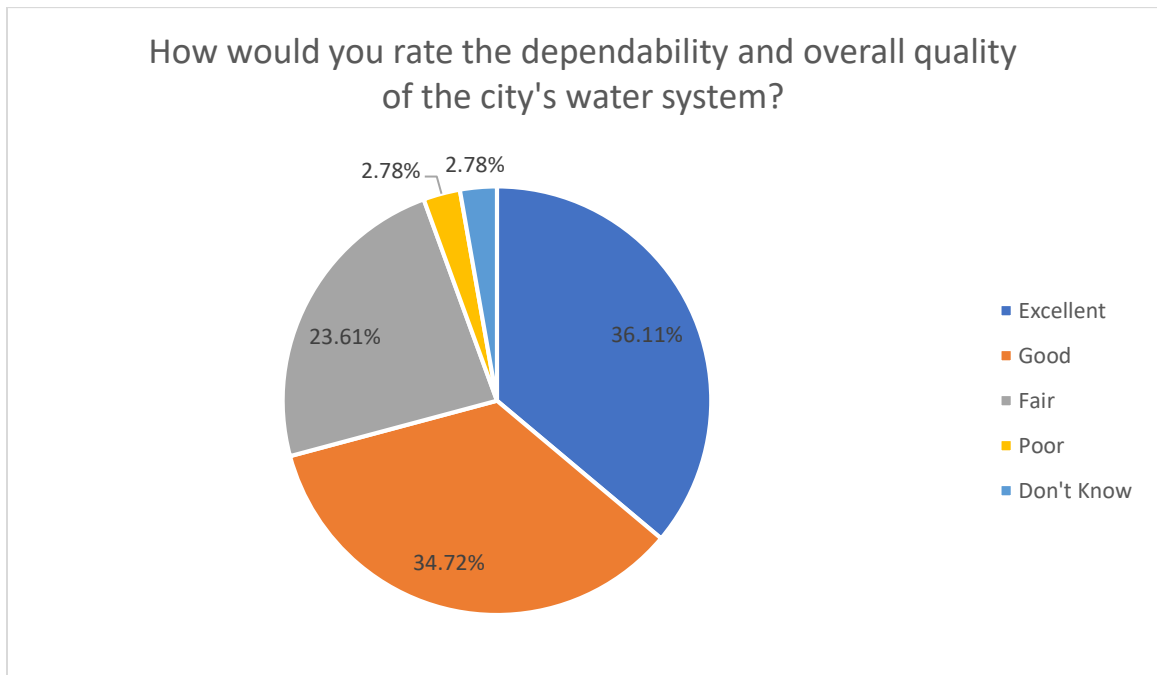


¹⁹ City of Spring Lake Park 2025 Citizen Survey.

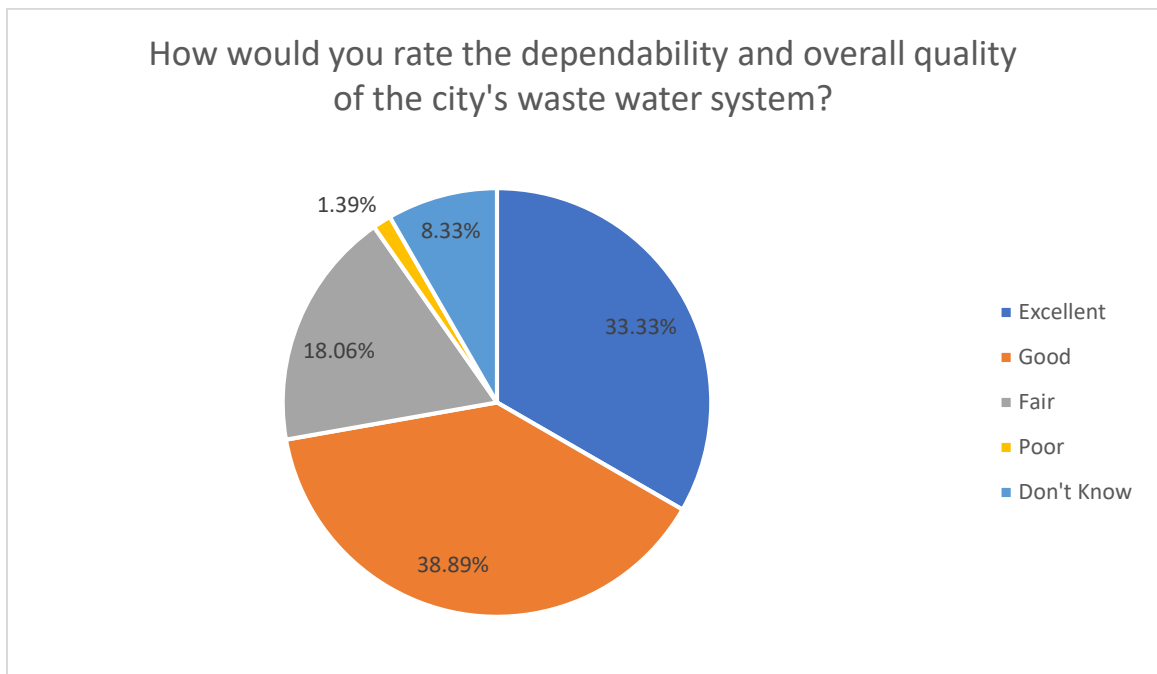
²⁰ City of Spring Lake Park 2025 Citizen Survey.

Public Utility Infrastructure

17. Water quality (Citizen Rating)²¹



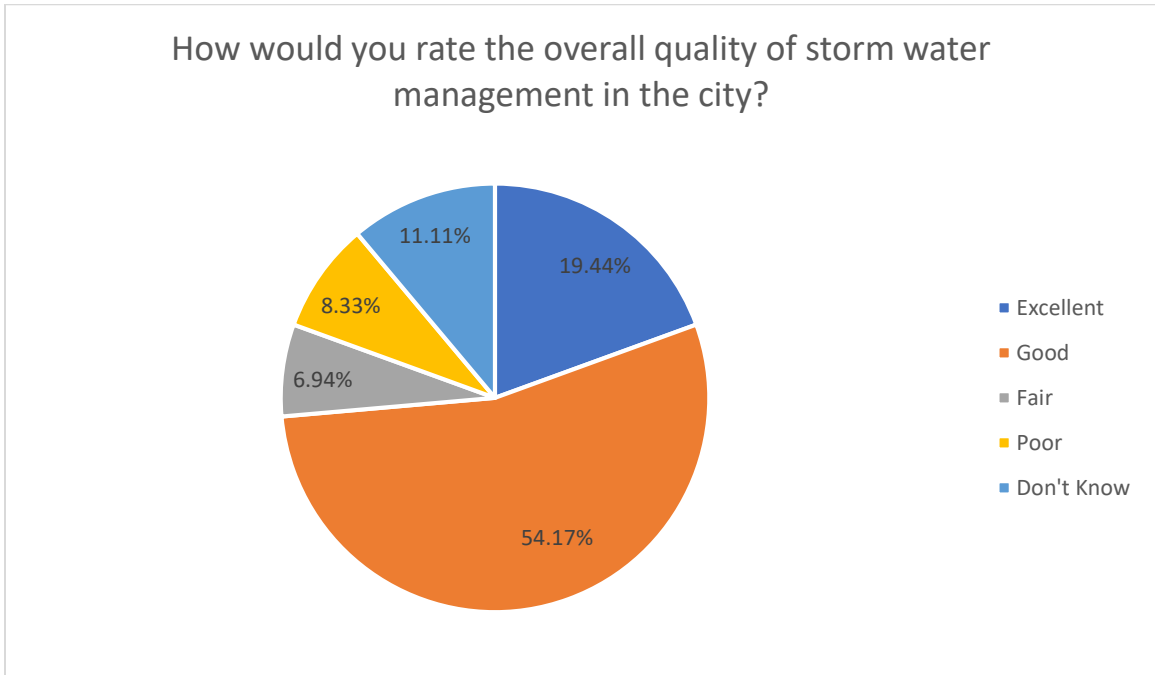
18. Sanitary Sewer (Citizen Rating)²²



²¹ City of Spring Lake Park 2025 Citizen Survey.

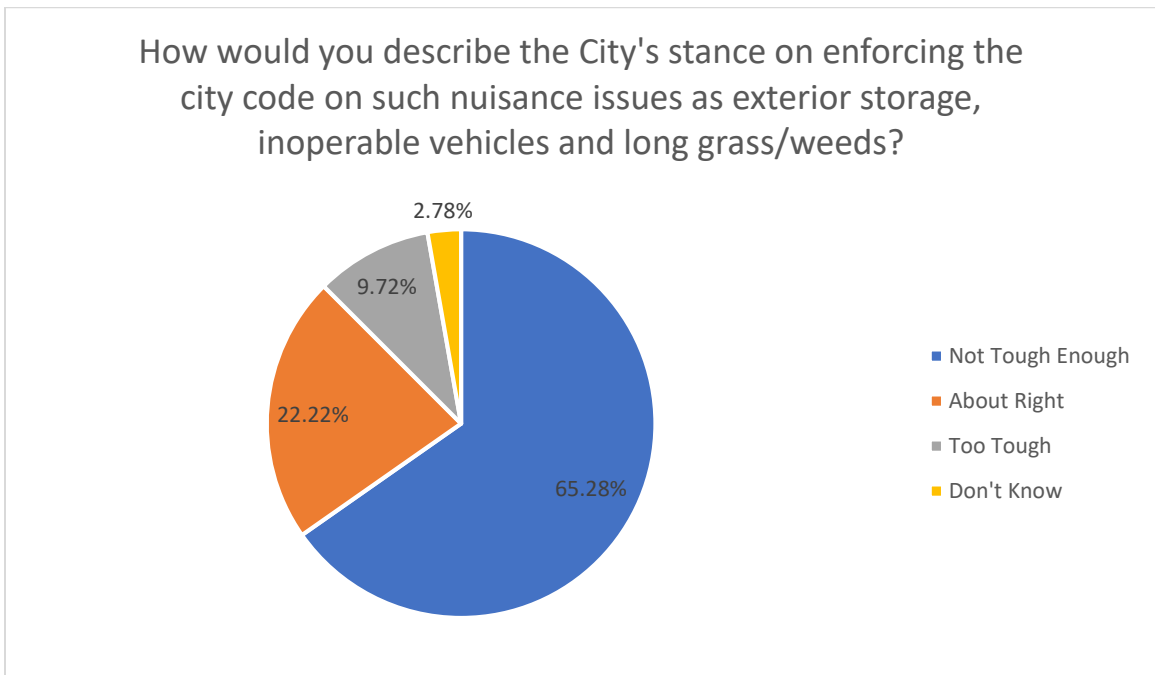
²² City of Spring Lake Park 2025 Citizen Survey.

19. Stormwater Management (Citizen Rating)²³



Quality of Life

20. Code Enforcement (Citizen Rating)²⁴



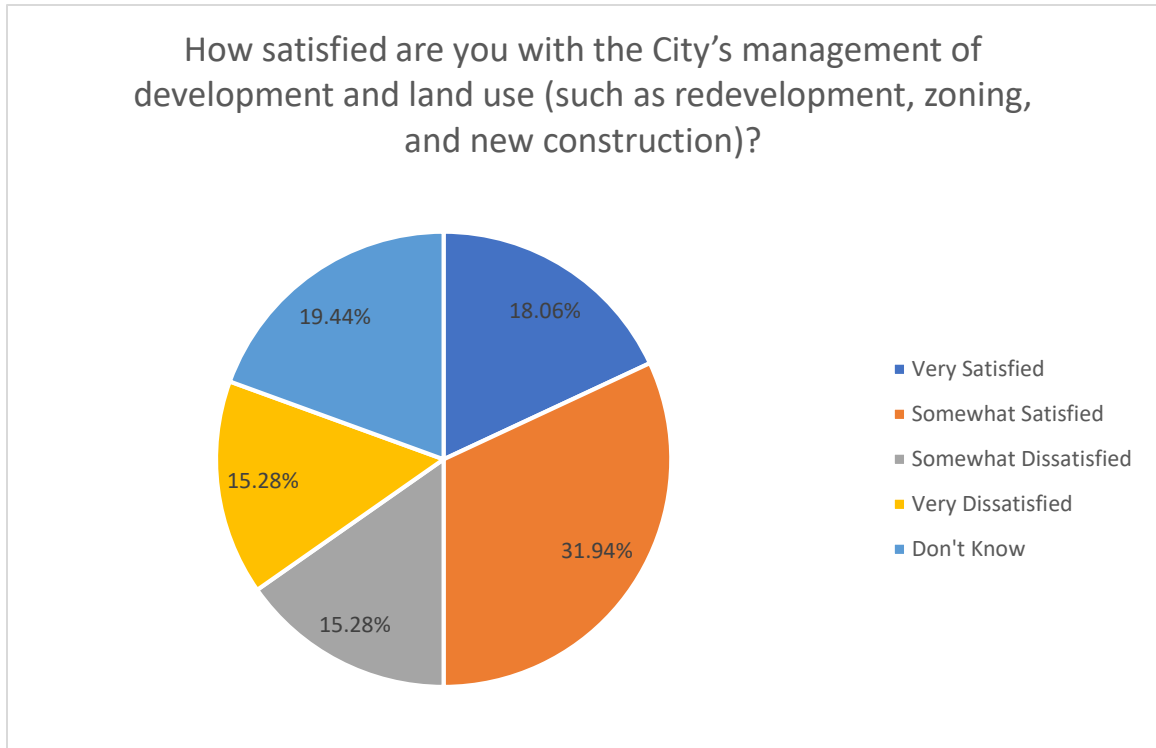
²³ City of Spring Lake Park 2026 Citizen Survey

²⁴ City of Spring Lake Park 2026 Citizen Survey

21. Population and Households²⁵

	2020 Census	2024 Estimate	2025 Estimate
Population	7,188	7,312	7,655
Households	2,956	3,006	3,124

22. Development and Land Use Satisfaction (Citizen Rating)²⁶



23. Development Activity²⁷

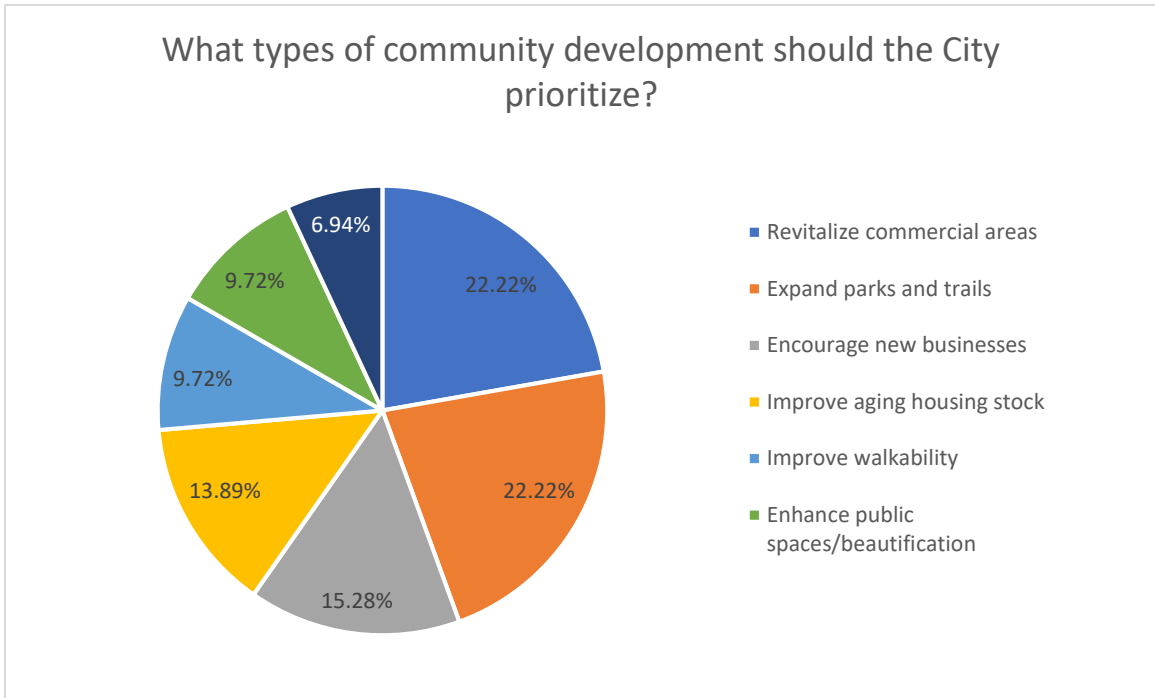
	2023	2024	2025
Permits Issued	537	526	666
Fees Collected	\$374,866	\$134,280	\$269,776
Valuation of Work	n/a	\$4,403,931	\$6,067,793

²⁵ Minnesota State Demographer and Metropolitan Council

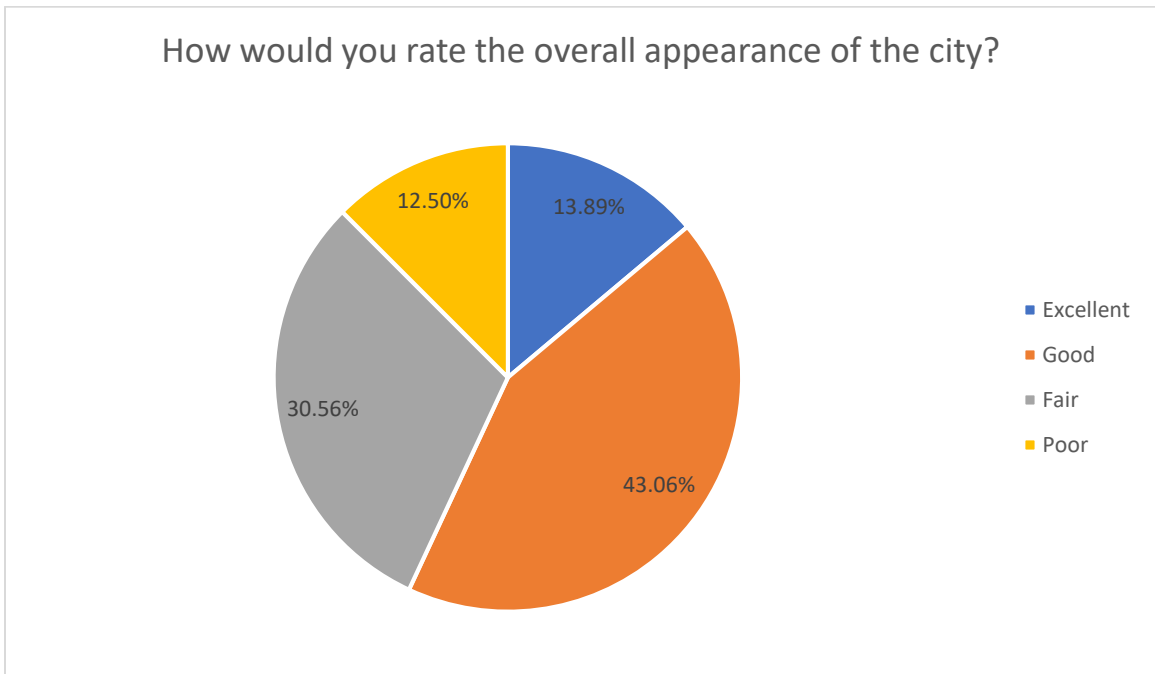
²⁶ City of Spring Lake Park 2026 Citizen Survey

²⁷ BS&A Software financial and operational data maintained by the City of Spring Lake Park.

24. Community Development Priorities (Citizen Rating)²⁸



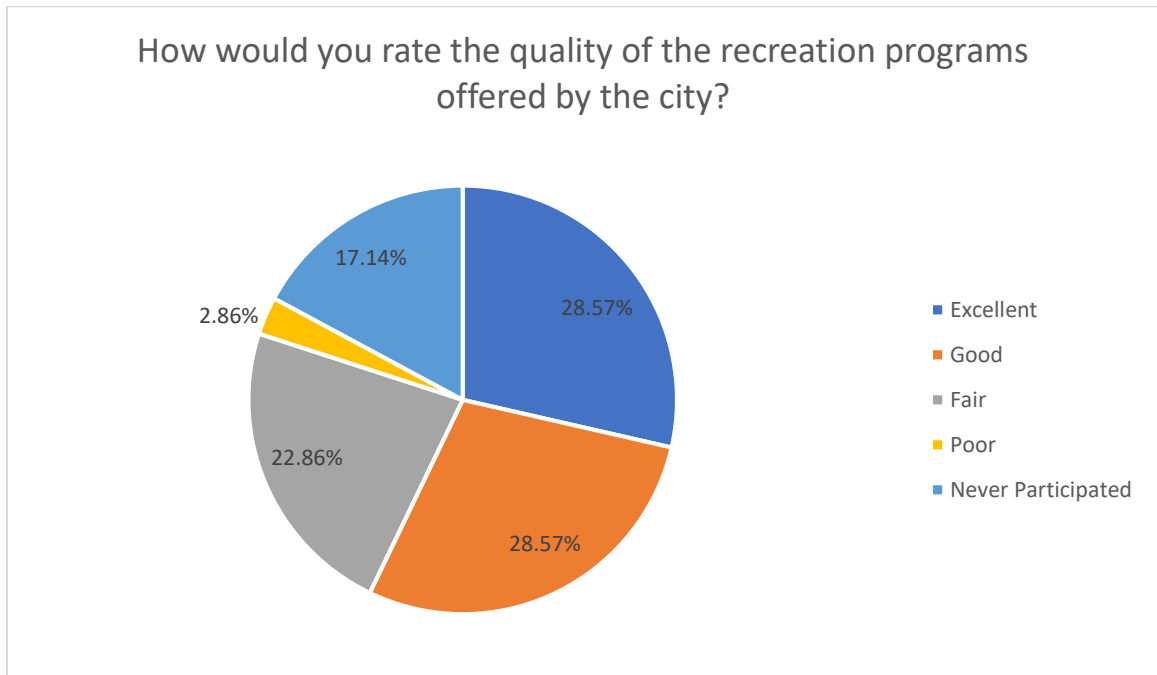
25. City Appearance (Citizen Rating)²⁹



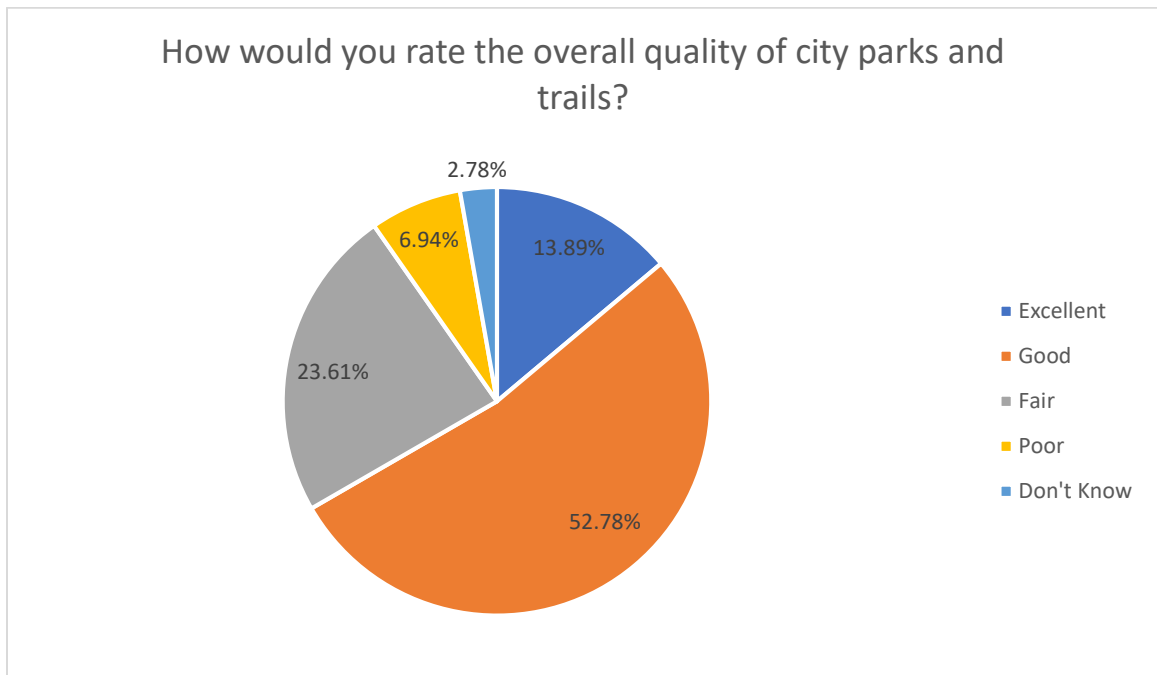
²⁸ City of Spring Lake Park 2026 Citizen Survey.

²⁹ City of Spring Lake Park 2026 Citizen Survey.

26. Quality of Recreation Programs Offered by the City (Citizen Rating)³⁰



27. Condition of Parks & Trails (Citizen Rating)³¹

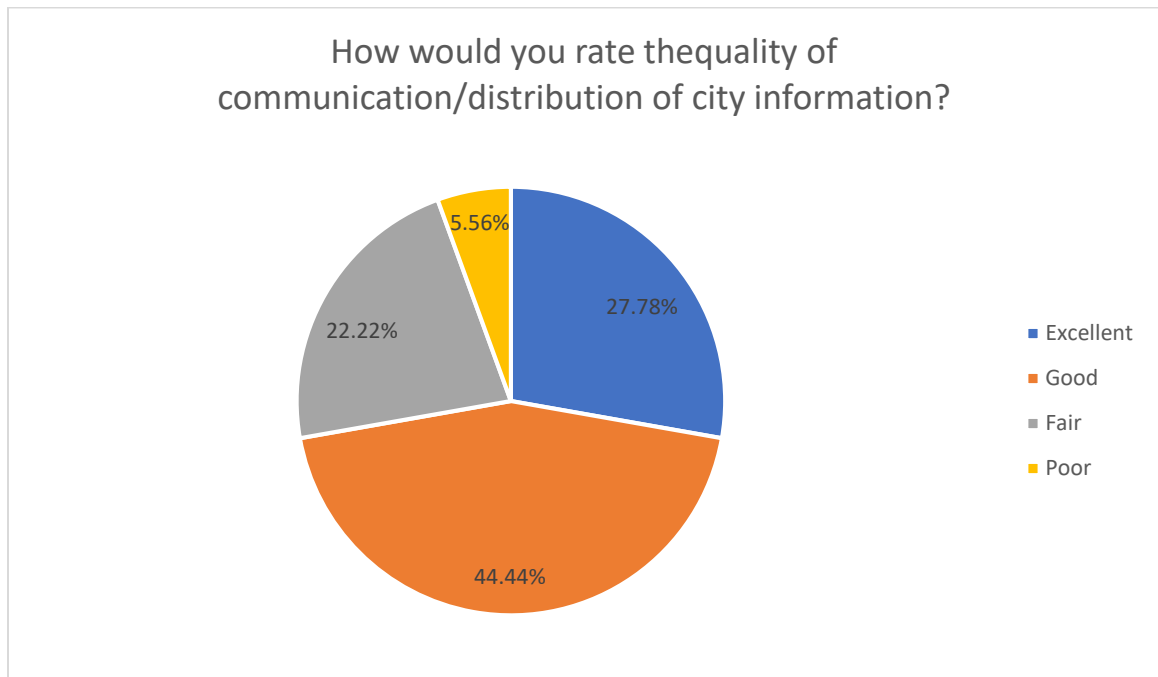


³⁰ City of Spring Lake Park 2026 Citizen Survey.

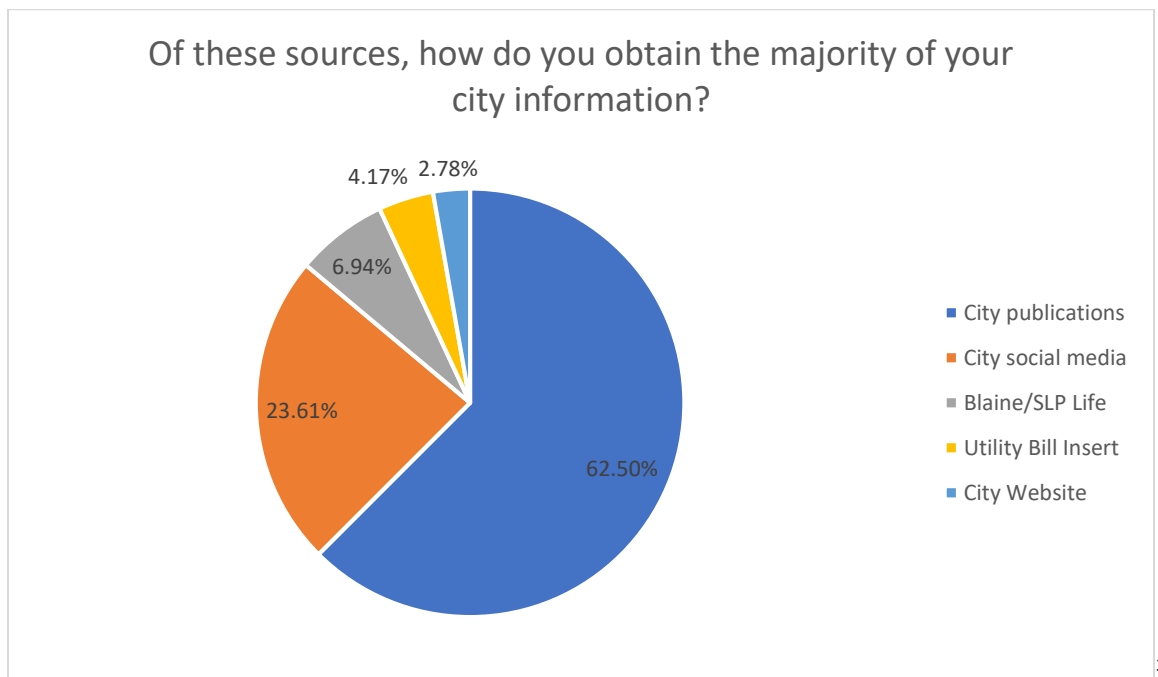
³¹ City of Spring Lake Park 2026 Citizen Survey.

Public Communication/Community Involvement

28. Quality of Communications/Distribution of City Information (Citizen Rating)³²



29. How Residents Obtain a Majority of City Information (Citizen Rating)³³



34

³² City of Spring Lake Park 2026 Citizen Survey.

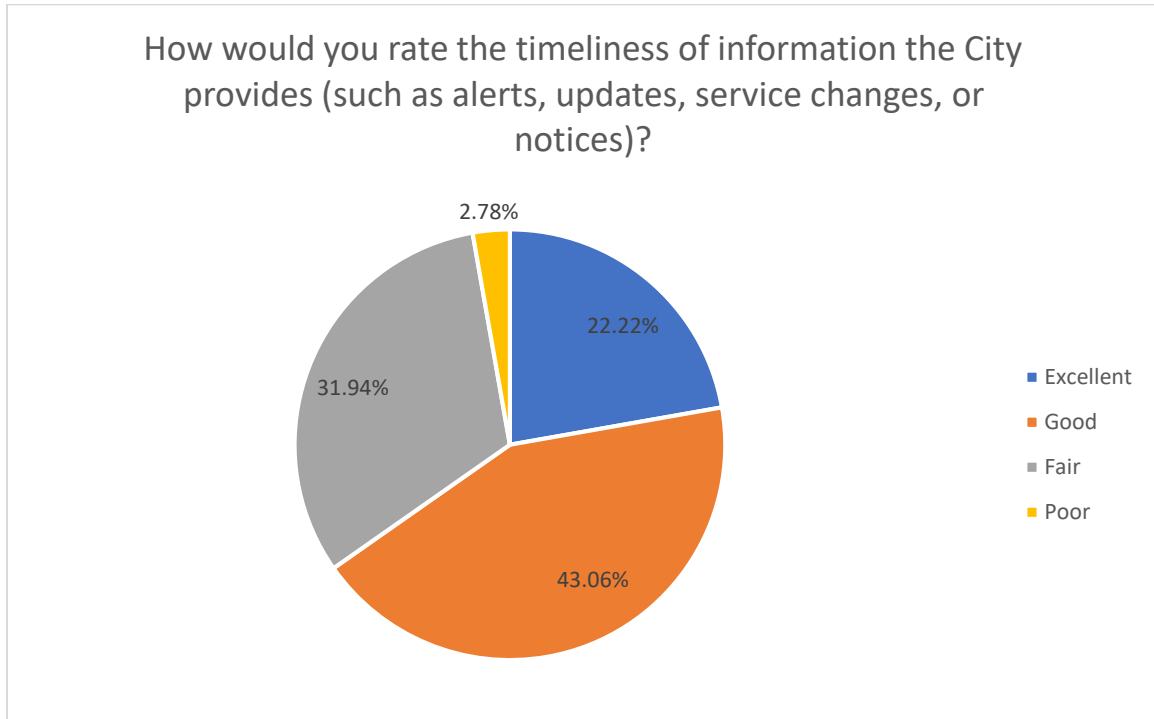
³³ City of Spring Lake Park 2026 Citizen Survey.

³⁴ Other options included with this question included city emails, North Metro TV, community billboard, and phone calls to City Hall.

30. Social Media Followers³⁵

	2023	2024	2025
City Facebook	1,392	1,456	1,593
Police Department Facebook	4,908	4,941	5,355
Recreation Facebook	1,636	1,742	1,907
City X (formerly Twitter)	541	537	538
City LinkedIn	141	161	213

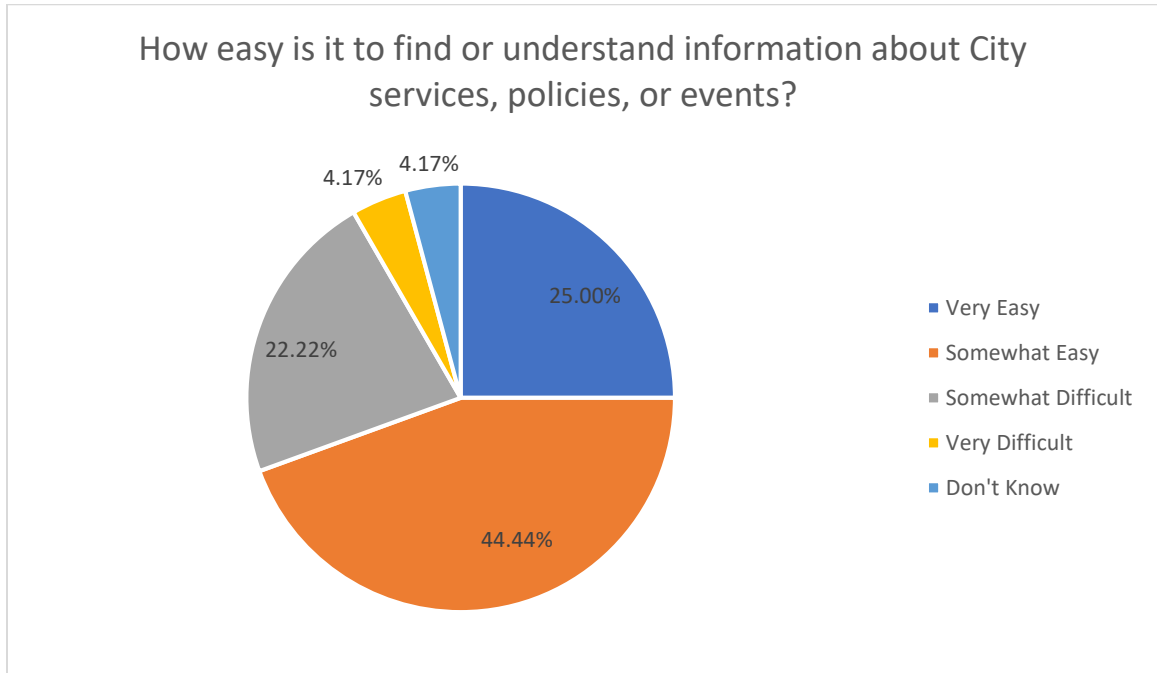
31. Timeliness of Information (Citizen Rating)³⁶



³⁵ Facebook.com; X.com; LinkedIn

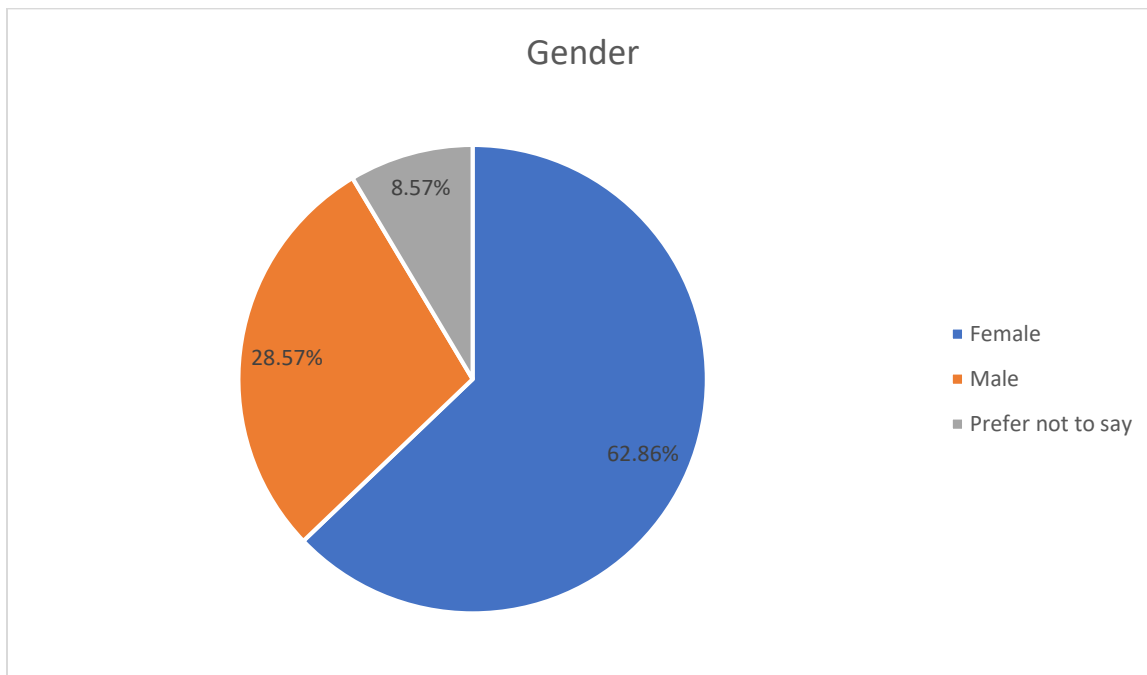
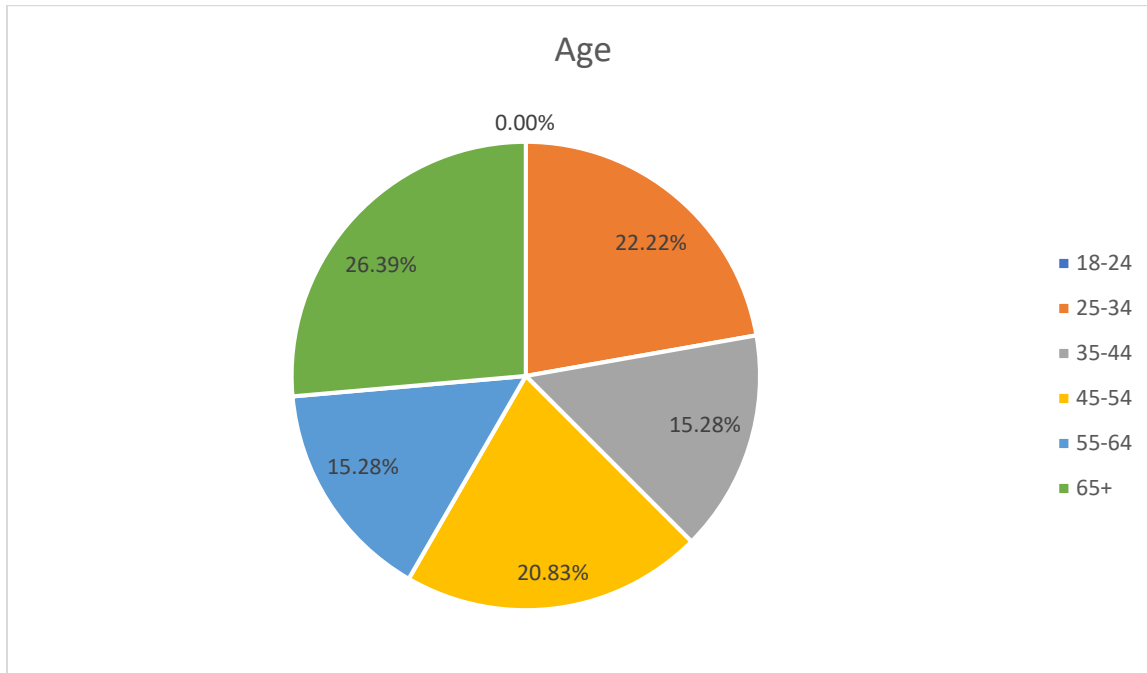
³⁶ City of Spring Lake Park 2026 Citizen Survey

32. Ease of Finding Information³⁷



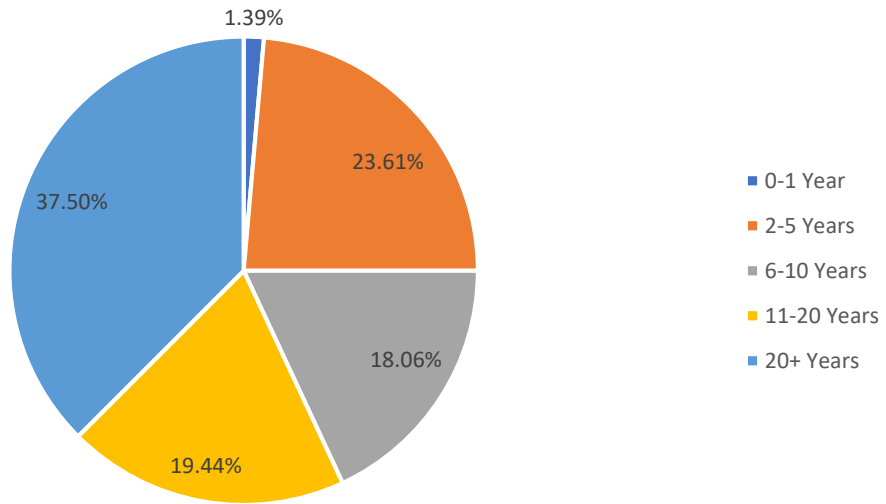
³⁷ City of Spring Lake Park 2026 Citizen Survey

Appendix A - Survey Respondent Demographics³⁸

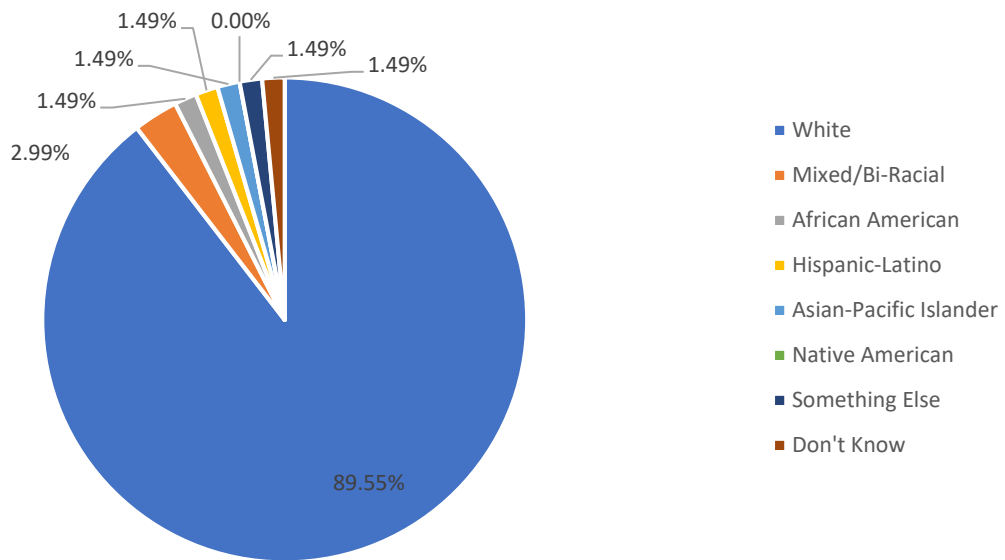


³⁸ City of Spring Lake Park 2026 Citizen Survey

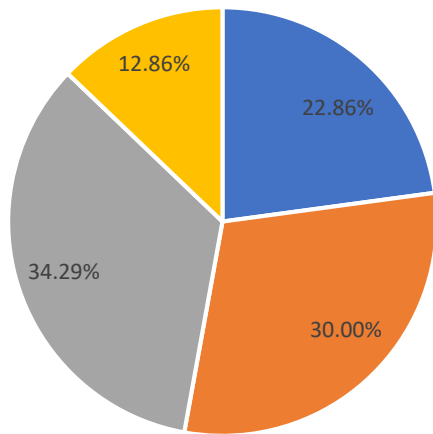
Length of Residence in Community



Race/Ethnicity



Thinking about your household finances, how would you describe your financial situation? Would you say that:



- You are managing very well
- You are managing comfortably while putting some money aside
- You are meeting your monthly expenses but are putting aside little or no savings
- Your monthly expenses are exceeding your income

REVENUE AND EXPENDITURE REPORT FOR CITY OF SPRING LAKE PARK

Balance As of 05/31/2026

GL Number	Description	2026 Amended Budget	YTD Balance 05/31/2026 Normal (Abnormal)	Activity For 05/31/2026 Increase (Decrease)	Available Balance 05/31/2026 Normal (Abnormal)	% Bdgt Used
Fund: 101 GENERAL FUND						
Account Category: Revenues						
Department: 00000						
101.00000.31010	CURRENT TAXES	4,310,534.00	0.00	0.00	4,310,534.00	0.00
101.00000.32110	LIQUOR LICENSES	24,000.00	0.00	0.00	24,000.00	0.00
101.00000.32180	CIGARETTE,DANCE,BINGO & MISC LIC	6,500.00	0.00	0.00	6,500.00	0.00
101.00000.32181	SIGN PERMITS	6,000.00	1,918.75	0.00	4,081.25	31.98
101.00000.32182	CANNABIS LICENSE	1,500.00	500.00	0.00	1,000.00	33.33
101.00000.32208	CONTRACTORS LICENSES	12,500.00	7,125.00	225.00	5,375.00	57.00
101.00000.32210	BUILDING PERMIT	75,000.00	18,229.23	3,213.45	56,770.77	24.31
101.00000.32211	BUILDING PERMIT SURCHARGES	2,500.00	522.95	67.91	1,977.05	20.92
101.00000.32216	ELECTRICAL PERMITS / PLAN REVIEW	20,000.00	9,564.60	410.00	10,435.40	47.82
101.00000.32217	ELECTRICAL PERMIT SURCHARGES	250.00	226.13	4.05	23.87	90.45
101.00000.32230	PLUMBING PERMIT	6,000.00	2,935.25	760.25	3,064.75	48.92
101.00000.32231	PLUMBING PERMIT SURCHARGES	150.00	47.10	14.10	102.90	31.40
101.00000.32232	HEATING & A/C PERMITS	10,000.00	3,429.42	160.00	6,570.58	34.29
101.00000.32233	HTG & A/C SURCHARGES	250.00	58.53	2.00	191.47	23.41
101.00000.32240	PET LICENSE	1,000.00	440.00	90.00	560.00	44.00
101.00000.32260	CERTIFICATE OF OCCUPANCY	2,800.00	550.00	350.00	2,250.00	19.64
101.00000.32261	VACANT PROPERTY REGISTRATION	500.00	0.00	0.00	500.00	0.00
101.00000.32262	SOLICITORS LICENSE	0.00	300.00	0.00	(300.00)	100.00
101.00000.33401	LOCAL GOVERNMENT AID	776,537.00	0.00	0.00	776,537.00	0.00
101.00000.33403	LOCAL PERFORMANCE AID	1,040.00	0.00	0.00	1,040.00	0.00
101.00000.33405	CLASS 4D(1) TRANSITION AID	11,500.00	0.00	0.00	11,500.00	0.00
101.00000.33416	POLICE TRAINING REIMB	10,000.00	0.00	0.00	10,000.00	0.00
101.00000.33421	INSURANCE PREMIUM-POLICE	135,000.00	0.00	0.00	135,000.00	0.00
101.00000.34102	ZONING LETTERS	200.00	300.00	100.00	(100.00)	150.00
101.00000.34103	SPEC USE,ZONING,SUB-DIV	7,500.00	4,814.19	250.00	2,685.81	64.19
101.00000.34104	PLAN CHECKING FEES	25,000.00	915.00	510.00	24,085.00	3.66
101.00000.34105	SALE OF MAPS,COPIES ETC	0.00	3.00	3.00	(3.00)	100.00
101.00000.34107	ASSESSMENT SEARCHES	50.00	25.00	0.00	25.00	50.00
101.00000.34109	FILING FEES	75.00	0.00	0.00	75.00	0.00
101.00000.34111	ADM. GAMBLING EXPENSES	43,950.00	0.00	0.00	43,950.00	0.00
101.00000.34115	GUN RANGE FACILITY USE	250.00	20.00	0.00	230.00	8.00
101.00000.34117	ROOM-FACILITY RENTAL	250.00	0.00	0.00	250.00	0.00
101.00000.34201	POLICE & FIRE ALARM PERMIT	2,000.00	0.00	0.00	2,000.00	0.00
101.00000.34202	POLICE REPORTS	1,000.00	941.00	130.00	59.00	94.10
101.00000.34204	HOUSING REGISTRATION	105,000.00	27,275.00	450.00	77,725.00	25.98
101.00000.34205	RIGHT OF WAY APPLICATIONS	1,000.00	0.00	0.00	1,000.00	0.00
101.00000.34801	INSURANCE DIVIDENDS	10,000.00	0.00	0.00	10,000.00	0.00
101.00000.34949	RESTITUTION	0.00	100.00	0.00	(100.00)	100.00
101.00000.34950	REFUNDS & REIMB	5,000.00	693.95	2.06	4,306.05	13.88
101.00000.35101	COURT FINES	48,000.00	15,566.43	3,665.53	32,433.57	32.43
101.00000.35102	ADM OFFENSE FINES	35,000.00	8,645.00	800.00	26,355.00	24.70
101.00000.35348	PROPERTY ROOM REVENUE	0.00	81.72	0.00	(81.72)	100.00
101.00000.36201	SOLAR ENERGY CREDITS-XCEL	15,000.00	8,412.56	8,412.56	6,587.44	56.08
101.00000.36210	INTEREST EARNINGS	90,000.00	67,089.09	9,098.63	22,910.91	74.54
101.00000.36901	LIAISON OFFICER	108,490.00	72,327.12	36,163.56	36,162.88	66.67
101.00000.39202	TRANSFER FROM PUBLIC UTILITIES	61,946.00	0.00	0.00	61,946.00	0.00
101.00000.39205	TRANSFER-FROM TIF FUND	3,500.00	0.00	0.00	3,500.00	0.00
101.00000.39206	TRANSFER FROM RECYCLING FUND	4,500.00	0.00	0.00	4,500.00	0.00
101.00000.39207	TRANSFER FROM RECREATION	62,500.00	0.00	0.00	62,500.00	0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF SPRING LAKE PARK

Balance As of 05/31/2026

GL Number	Description	2026 Amended Budget	YTD Balance 05/31/2026 (Abnormal)	Activity For 05/31/2026 Increase (Decrease)	Available Balance 05/31/2026 (Abnormal)	% Bdgtd Used
Fund: 101 GENERAL FUND						
Account Category: Revenues						
Department: 00000						
101.00000.39208	TRANSFER FROM PUBLIC SAFETY AID	75,000.00	0.00	0.00	75,000.00	0.00
Total Dept 00000		6,118,772.00	253,056.02	64,882.10	5,865,715.98	4.14
Revenues		6,118,772.00	253,056.02	64,882.10	5,865,715.98	4.14
Account Category: Expenditures						
Department: 41110 MAYOR AND COUNCIL						
101.41110.41030	PART TIME EMPLOYEES	31,297.00	13,039.40	2,607.88	18,257.60	41.66
101.41110.41211	DEFINED CONTR PLAN/PERA	1,565.00	652.05	130.41	912.95	41.66
101.41110.41220	FICA/MC CONTRIBUTIONS-EMPLOYER	2,394.00	997.51	199.51	1,396.49	41.67
101.41110.41230	MN PAID LEAVE	276.00	51.45	10.29	224.55	18.64
101.41110.41510	WORKERS COMPENSATION	130.00	98.06	10.71	31.94	75.43
101.41110.42100	OPERATING SUPPLIES	850.00	163.93	0.00	686.07	19.29
101.41110.43310	TRAVEL EXPENSE	650.00	0.00	0.00	650.00	0.00
101.41110.43500	PRINTING & PUBLISHING	1,900.00	66.00	0.00	1,834.00	3.47
101.41110.44000	CONTRACTUAL SERVICE	4,680.00	(455.00)	0.00	5,135.00	(9.72)
101.41110.44300	CONFERENCE & SCHOOLS	5,920.00	12.00	0.00	5,908.00	0.20
101.41110.44330	DUES & SUBSCRIPTIONS	16,552.00	17,346.00	1,783.00	(794.00)	104.80
101.41110.44955	DISCRETIONARY FUND	12,050.00	134.32	0.00	11,915.68	1.11
Total Dept 41110 - MAYOR AND COUNCIL		78,264.00	32,105.72	4,741.80	46,158.28	41.02
Department: 41400 ADMINISTRATION						
101.41400.41010	FULL TIME EMPLOYEES	407,959.00	158,136.50	31,238.61	249,822.50	38.76
101.41400.41050	VACATION BUY BACK	8,500.00	0.00	0.00	8,500.00	0.00
101.41400.41210	PERA CONTRIBUTIONS-EMPLOYER	30,507.00	12,729.02	2,335.98	17,777.98	41.72
101.41400.41220	FICA/MC CONTRIBUTIONS-EMPLOYER	31,117.00	12,128.88	2,211.25	18,988.12	38.98
101.41400.41230	MN PAID LEAVE	1,790.00	677.47	124.34	1,112.53	37.85
101.41400.41300	HEALTH INSURANCE	70,694.00	28,851.13	5,725.63	41,842.87	40.81
101.41400.41313	LIFE INSURANCE	225.00	82.72	16.55	142.28	36.76
101.41400.41510	WORKERS COMPENSATION	2,668.00	1,914.17	199.86	753.83	71.75
101.41400.42000	OFFICE SUPPLIES	3,000.00	2,076.33	550.53	923.67	69.21
101.41400.42030	PRINTED FORMS	1,950.00	350.00	0.00	1,600.00	17.95
101.41400.42100	OPERATING SUPPLIES	970.00	1,243.19	605.62	(273.19)	128.16
101.41400.42220	POSTAGE	2,706.00	731.80	(157.55)	1,974.20	27.04
101.41400.43210	TELEPHONE	625.00	76.79	38.40	548.21	12.29
101.41400.43310	TRAVEL EXPENSE	4,000.00	1,322.42	230.76	2,677.58	33.06
101.41400.43500	PRINTING & PUBLISHING	350.00	0.00	0.00	350.00	0.00
101.41400.43550	COUNTY FEES FOR SERVICE	1,850.00	1,616.98	0.00	233.02	87.40
101.41400.44000	CONTRACTUAL SERVICE	0.00	462.50	0.00	(462.50)	100.00
101.41400.44050	MAINTENANCE AGREEMENTS	14,905.00	11,656.38	1,048.20	3,248.62	78.20
101.41400.44300	CONFERENCE & SCHOOLS	7,850.00	2,113.06	785.00	5,736.94	26.92
101.41400.44330	DUES & SUBSCRIPTIONS	1,585.00	1,910.20	1,356.20	(325.20)	120.52
101.41400.44380	BANK CHARGES	1,900.00	747.06	215.61	1,152.94	39.32
101.41400.44390	MISCELLANEOUS	0.00	(595.35)	403.08	595.35	100.00
101.41400.44500	CONTRACTUAL SERVICES	7,300.00	4,594.96	84.54	2,705.04	62.94
Total Dept 41400 - ADMINISTRATION		602,451.00	242,826.21	47,012.61	359,624.79	40.31
Department: 41500 ASSESSOR						
101.41500.44000	CONTRACTUAL SERVICE	40,610.00	19,111.60	9,555.80	21,498.40	47.06
Total Dept 41500 - ASSESSOR		40,610.00	19,111.60	9,555.80	21,498.40	47.06

REVENUE AND EXPENDITURE REPORT FOR CITY OF SPRING LAKE PARK

Balance As of 05/31/2026

GL Number	Description	2026 Amended Budget	YTD Balance 05/31/2026 Normal (Abnormal)	Activity For 05/31/2026 Increase (Decrease)	Available Balance 05/31/2026 Normal (Abnormal)	% Bdgtd Used
Fund: 101 GENERAL FUND						
Account Category: Expenditures						
Department: 41540 AUDIT & ACCTG SERVICES						
101.41540.43010	AUDIT & ACCTG SERVICES	16,400.00	9,056.26	9,056.26	7,343.74	55.22
Total Dept 41540 - AUDIT & ACCTG SERVICES		16,400.00	9,056.26	9,056.26	7,343.74	55.22
Department: 41600 I.T. SERVICES						
101.41600.44000	CONTRACTUAL SERVICE	89,035.00	48,475.59	6,834.95	40,559.41	54.45
Total Dept 41600 - I.T. SERVICES		89,035.00	48,475.59	6,834.95	40,559.41	54.45
Department: 41610 LEGAL FEES						
101.41610.43040	LEGAL FEES	130,000.00	36,934.50	9,457.50	93,065.50	28.41
Total Dept 41610 - LEGAL FEES		130,000.00	36,934.50	9,457.50	93,065.50	28.41
Department: 41710 ENGINEERING FEES						
101.41710.43030	ENGINEERING FEES	5,000.00	1,910.37	(124.13)	3,089.63	38.21
Total Dept 41710 - ENGINEERING FEES		5,000.00	1,910.37	(124.13)	3,089.63	38.21
Department: 41720 PLANNING & ZONING						
101.41720.42100	OPERATING SUPPLIES	100.00	0.00	0.00	100.00	0.00
101.41720.42220	POSTAGE	100.00	0.00	0.00	100.00	0.00
101.41720.43500	PRINTING & PUBLISHING	200.00	0.00	0.00	200.00	0.00
101.41720.44000	CONTRACTUAL SERVICE	1,750.00	128.04	0.00	1,621.96	7.32
Total Dept 41720 - PLANNING & ZONING		2,150.00	128.04	0.00	2,021.96	5.96
Department: 41940 GOVERNMENT BUILDING						
101.41940.41013	OVERTIME	0.00	355.97	0.00	(355.97)	100.00
101.41940.41210	PERA CONTRIBUTIONS-EMPLOYER	0.00	26.70	0.00	(26.70)	100.00
101.41940.41220	FICA/MC CONTRIBUTIONS-EMPLOYER	0.00	42.82	0.00	(42.82)	100.00
101.41940.41230	MN PAID LEAVE	0.00	2.29	0.00	(2.29)	100.00
101.41940.41300	HEALTH INSURANCE	0.00	71.78	0.00	(71.78)	100.00
101.41940.41313	LIFE INSURANCE	0.00	0.32	0.00	(0.32)	100.00
101.41940.41510	WORKERS COMPENSATION	0.00	14.85	0.00	(14.85)	100.00
101.41940.42000	OFFICE SUPPLIES	0.00	2.87	0.00	(2.87)	100.00
101.41940.42100	OPERATING SUPPLIES	16,000.00	6,613.96	1,131.81	9,386.04	41.34
101.41940.42200	REPAIR & MAINTENANCE	12,000.00	629.72	0.00	11,370.28	5.25
101.41940.42280	UNIFORM ALLOWANCE	0.00	218.76	0.00	(218.76)	100.00
101.41940.43210	TELEPHONE	11,000.00	3,687.02	921.47	7,312.98	33.52
101.41940.43810	ELECTRIC UTILITIES	31,000.00	20,240.07	5,692.73	10,759.93	65.29
101.41940.43830	GAS UTILITIES	20,000.00	14,151.06	1,274.91	5,848.94	70.76
101.41940.43841	RUBBISH REMOVAL	4,850.00	5,673.30	2,967.23	(823.30)	116.98
101.41940.44000	CONTRACTUAL SERVICE	53,083.00	27,026.13	9,881.96	26,056.87	50.91
101.41940.45000	CAPITAL OUTLAY	0.00	9,484.82	9,484.82	(9,484.82)	100.00
101.41940.47000	PERMANENT TRANSFERS OUT	16,400.00	0.00	0.00	16,400.00	0.00
Total Dept 41940 - GOVERNMENT BUILDING		164,333.00	88,242.44	31,354.93	76,090.56	53.70
Department: 42100 POLICE PROTECTION						
101.42100.41010	FULL TIME EMPLOYEES	1,481,239.00	567,070.83	106,686.65	914,168.17	38.28
101.42100.41013	OVERTIME	95,000.00	53,482.57	13,064.22	41,517.43	56.30
101.42100.41050	VACATION BUY BACK	8,000.00	0.00	0.00	8,000.00	0.00
101.42100.41210	PERA CONTRIBUTIONS-EMPLOYER	268,256.00	112,606.95	20,090.56	155,649.05	41.98
101.42100.41220	FICA/MC CONTRIBUTIONS-EMPLOYER	28,681.00	12,165.15	2,178.29	16,515.85	42.42
101.42100.41230	MN PAID LEAVE	6,925.00	2,635.29	473.04	4,289.71	38.05
101.42100.41300	HEALTH INSURANCE	269,697.00	90,115.80	16,817.94	179,581.20	33.41

REVENUE AND EXPENDITURE REPORT FOR CITY OF SPRING LAKE PARK

Balance As of 05/31/2026

GL Number	Description	2026 Amended Budget	YTD Balance 05/31/2026 Normal (Abnormal)	Activity For 05/31/2026 Increase (Decrease)	Available Balance 05/31/2026 Normal (Abnormal)	% Bdg't Used
Fund: 101 GENERAL FUND						
Account Category: Expenditures						
Department: 42100 POLICE PROTECTION						
101.42100.41313	LIFE INSURANCE	783.00	317.58	60.90	465.42	40.56
101.42100.41510	WORKERS COMPENSATION	116,774.00	98,893.63	8,727.76	17,880.37	84.69
101.42100.42000	OFFICE SUPPLIES	3,600.00	1,287.18	137.21	2,312.82	35.76
101.42100.42030	PRINTED FORMS	2,200.00	490.95	153.09	1,709.05	22.32
101.42100.42040	RANGE EQUIP & SUPPLIES	9,800.00	2,595.05	160.92	7,204.95	26.48
101.42100.42100	OPERATING SUPPLIES	6,610.00	1,986.15	288.00	4,623.85	30.05
101.42100.42120	MOTOR FUELS & LUBRICANTS	25,000.00	8,924.70	1,806.21	16,075.30	35.70
101.42100.42220	POSTAGE	1,000.00	196.71	45.38	803.29	19.67
101.42100.43050	MEDICAL EXPENSE	3,000.00	1,888.00	0.00	1,112.00	62.93
101.42100.43210	TELEPHONE	3,500.00	683.48	307.20	2,816.52	19.53
101.42100.43211	DATA SERVICES	67,096.00	39,048.00	500.23	28,048.00	58.20
101.42100.43300	CLOTHING & PERSONAL EQUIP	16,450.00	8,111.04	1,138.85	8,338.96	49.31
101.42100.43310	TRAVEL EXPENSE	1,200.00	0.00	0.00	1,200.00	0.00
101.42100.44000	CONTRACTUAL SERVICE	71,075.00	44,982.96	1,833.47	26,092.04	63.29
101.42100.44050	MAINTENANCE AGREEMENTS	10,000.00	6,399.64	0.00	3,600.36	64.00
101.42100.44060	AUTO EQUIPMENT REPAIR	23,000.00	6,084.81	2,773.99	16,915.19	26.46
101.42100.44070	OTHER EQUIPMENT REPAIR	3,000.00	354.20	0.00	2,645.80	11.81
101.42100.44300	CONFERENCE & SCHOOLS	26,000.00	2,924.58	626.79	23,075.42	11.25
101.42100.44310	TRAINING-PER CONTRACT	13,000.00	0.00	0.00	13,000.00	0.00
101.42100.44330	DUES & SUBSCRIPTIONS	2,540.00	867.00	150.00	1,673.00	34.13
101.42100.45000	CAPITAL OUTLAY	57,700.00	56,423.42	0.00	1,276.58	97.79
101.42100.47000	PERMANENT TRANSFERS OUT	13,000.00	0.00	0.00	13,000.00	0.00
Total Dept 42100 - POLICE PROTECTION		2,634,126.00	1,120,535.67	178,020.70	1,513,590.33	42.54
Department: 42200 FIRE PROTECTION						
101.42200.44000	CONTRACTUAL SERVICE	329,270.00	136,300.00	27,260.00	192,970.00	41.39
101.42200.45000	CAPITAL OUTLAY	116,742.00	0.00	0.00	116,742.00	0.00
Total Dept 42200 - FIRE PROTECTION		446,012.00	136,300.00	27,260.00	309,712.00	30.56
Department: 42300 CODE ENFORCEMENT						
101.42300.41010	FULL TIME EMPLOYEES	228,751.00	84,903.40	16,755.84	143,847.60	37.12
101.42300.41050	VACATION BUY BACK	1,500.00	0.00	0.00	1,500.00	0.00
101.42300.41210	PERA CONTRIBUTIONS-EMPLOYER	25,514.00	3,171.91	614.87	22,342.09	12.43
101.42300.41220	FICA/MC CONTRIBUTIONS-EMPLOYER	12,581.00	6,384.65	1,196.20	6,196.35	50.75
101.42300.41230	MN PAID LEAVE	1,013.00	352.38	66.16	660.62	34.79
101.42300.41300	HEALTH INSURANCE	55,325.00	15,592.00	3,265.45	39,733.00	28.18
101.42300.41313	LIFE INSURANCE	129.00	54.33	10.86	74.67	42.12
101.42300.41510	WORKERS COMPENSATION	2,622.00	1,387.96	124.84	1,234.04	52.94
101.42300.42000	OFFICE SUPPLIES	600.00	103.36	0.00	496.64	17.23
101.42300.42030	PRINTED FORMS	150.00	159.81	0.00	(9.81)	106.54
101.42300.42100	OPERATING SUPPLIES	2,700.00	363.75	0.00	2,336.25	13.47
101.42300.42120	MOTOR FUELS & LUBRICANTS	3,000.00	591.70	120.42	2,408.30	19.72
101.42300.42200	REPAIR & MAINTENANCE	1,750.00	0.00	0.00	1,750.00	0.00
101.42300.43210	TELEPHONE	1,300.00	153.58	76.80	1,146.42	11.81
101.42300.43300	CLOTHING & PERSONAL EQUIP	0.00	563.68	0.00	(563.68)	100.00
101.42300.43310	TRAVEL EXPENSE	300.00	15.81	0.00	284.19	5.27
101.42300.44000	CONTRACTUAL SERVICE	17,500.00	7,831.68	2,712.80	9,668.32	44.75
101.42300.44050	MAINTENANCE AGREEMENTS	0.00	3,430.50	0.00	(3,430.50)	100.00
101.42300.44300	CONFERENCE & SCHOOLS	2,700.00	235.00	0.00	2,465.00	8.70
101.42300.44330	DUES & SUBSCRIPTIONS	5,650.00	3,267.00	0.00	2,383.00	57.82

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Fund: 101 GENERAL FUND						
Account Category: Expenditures						
Department: 42300 CODE ENFORCEMENT						
Total Dept 42300 - CODE ENFORCEMENT		363,085.00	128,562.50	24,944.24	234,522.50	35.41
Department: 43000 STREET DEPARTMENT						
101.43000.41010	FULL TIME EMPLOYEES	190,130.00	63,813.23	12,664.23	126,316.77	33.56
101.43000.41013	OVERTIME	10,100.00	2,563.94	0.00	7,536.06	25.39
101.43000.41020	ON CALL SALARIES	4,525.00	869.27	0.00	3,655.73	19.21
101.43000.41050	VACATION BUY BACK	1,900.00	0.00	0.00	1,900.00	0.00
101.43000.41210	PERA CONTRIBUTIONS-EMPLOYER	15,500.00	5,450.31	949.82	10,049.69	35.16
101.43000.41220	FICA/MC CONTRIBUTIONS-EMPLOYER	15,810.00	5,536.18	941.34	10,273.82	35.02
101.43000.41230	MN PAID LEAVE	910.00	294.01	50.04	615.99	32.31
101.43000.41300	HEALTH INSURANCE	39,492.00	12,043.18	2,442.17	27,448.82	30.50
101.43000.41313	LIFE INSURANCE	105.00	43.23	8.84	61.77	41.17
101.43000.41510	WORKERS COMPENSATION	12,320.00	8,917.42	869.33	3,402.58	72.38
101.43000.42100	OPERATING SUPPLIES	2,500.00	1,489.17	363.17	1,010.83	59.57
101.43000.42120	MOTOR FUELS & LUBRICANTS	20,000.00	7,062.81	853.66	12,937.19	35.31
101.43000.42130	RUG SERVICE	500.00	0.00	0.00	500.00	0.00
101.43000.42150	SHOP MATERIALS	6,000.00	454.06	308.35	5,545.94	7.57
101.43000.42200	REPAIR & MAINTENANCE	12,000.00	1,660.98	536.83	10,339.02	13.84
101.43000.42210	EQUIPMENT PARTS	16,000.00	39,276.32	24,806.27	(23,276.32)	245.48
101.43000.42221	TIRES	5,000.00	0.00	0.00	5,000.00	0.00
101.43000.42224	STREET MAINT SUPPLIES	3,000.00	16,867.61	12,309.48	(13,867.61)	562.25
101.43000.42226	SIGNS & STRIPING	12,500.00	3,732.11	633.56	8,767.89	29.86
101.43000.42280	UNIFORM ALLOWANCE	2,170.00	1,721.67	0.00	448.33	79.34
101.43000.43210	TELEPHONE	370.00	25.60	12.80	344.40	6.92
101.43000.44000	CONTRACTUAL SERVICE	4,000.00	361.00	0.00	3,639.00	9.03
101.43000.44300	CONFERENCE & SCHOOLS	1,300.00	217.00	0.00	1,083.00	16.69
101.43000.44330	DUES & SUBSCRIPTIONS	245.00	104.00	0.00	141.00	42.45
101.43000.47000	PERMANENT TRANSFERS OUT	35,000.00	0.00	0.00	35,000.00	0.00
Total Dept 43000 - STREET DEPARTMENT		411,377.00	172,503.10	57,749.89	238,873.90	41.93
Department: 45100 RECREATION DEPARTMENT						
101.45100.41010	FULL TIME EMPLOYEES	304,680.00	118,550.74	23,425.99	186,129.26	38.91
101.45100.41040	TEMPORARY EMPLOYEES	34,476.00	2,924.06	2,061.06	31,551.94	8.48
101.45100.41050	VACATION BUY BACK	4,500.00	0.00	0.00	4,500.00	0.00
101.45100.41210	PERA CONTRIBUTIONS-EMPLOYER	22,852.00	9,545.00	1,756.95	13,307.00	41.77
101.45100.41220	FICA/MC CONTRIBUTIONS-EMPLOYER	26,290.00	9,722.49	1,895.58	16,567.51	36.98
101.45100.41230	MN PAID LEAVE	1,513.00	517.02	100.69	995.98	34.17
101.45100.41300	HEALTH INSURANCE	43,385.00	17,764.40	3,552.88	25,620.60	40.95
101.45100.41313	LIFE INSURANCE	155.00	65.25	13.05	89.75	42.10
101.45100.41510	WORKERS COMPENSATION	19,925.00	12,650.97	1,060.02	7,274.03	63.49
101.45100.42000	OFFICE SUPPLIES	2,600.00	930.88	67.12	1,669.12	35.80
101.45100.42030	PRINTED FORMS	500.00	0.00	0.00	500.00	0.00
101.45100.42100	OPERATING SUPPLIES	500.00	163.34	139.45	336.66	32.67
101.45100.42220	POSTAGE	15,000.00	4,449.04	18.37	10,550.96	29.66
101.45100.42290	RECREATION EQUIP SUPPLIES	16,335.00	208.65	0.00	16,126.35	1.28
101.45100.43310	TRAVEL EXPENSE	1,000.00	0.00	0.00	1,000.00	0.00
101.45100.43410	EMPLOYMENT ADVERTISING	150.00	0.00	0.00	150.00	0.00
101.45100.43420	ENTERPRISE ADVERTISING	3,500.00	0.00	0.00	3,500.00	0.00
101.45100.43500	PRINTING & PUBLISHING	25,000.00	6,779.67	0.00	18,220.33	27.12
101.45100.44050	MAINTENANCE AGREEMENTS	0.00	1,125.60	0.00	(1,125.60)	100.00

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Fund: 101 GENERAL FUND						
Account Category: Expenditures						
Department: 45100 RECREATION DEPARTMENT						
101.45100.44300	CONFERENCE & SCHOOLS	1,600.00	0.00	0.00	1,600.00	0.00
101.45100.44310	TRAINING-PER CONTRACT	0.00	477.26	477.26	(477.26)	100.00
101.45100.44330	DUES & SUBSCRIPTIONS	700.00	85.00	0.00	615.00	12.14
101.45100.44501	PROGRAM EXPENSE	3,500.00	0.00	0.00	3,500.00	0.00
101.45100.44502	RECREATION REFUNDS	0.00	376.00	158.00	(376.00)	100.00
Total Dept 45100 - RECREATION DEPARTMENT		528,161.00	186,335.37	34,726.42	341,825.63	35.28
Department: 45200 PARKS DEPARTMENT						
101.45200.41010	FULL TIME EMPLOYEES	185,954.00	63,899.98	12,803.26	122,054.02	34.36
101.45200.41013	OVERTIME	10,550.00	899.53	0.00	9,650.47	8.53
101.45200.41020	ON CALL SALARIES	3,000.00	45.76	0.00	2,954.24	1.53
101.45200.41040	TEMPORARY EMPLOYEES	40,000.00	15,925.00	9,686.00	24,075.00	39.81
101.45200.41050	VACATION BUY BACK	3,250.00	0.00	0.00	3,250.00	0.00
101.45200.41210	PERA CONTRIBUTIONS-EMPLOYER	15,207.00	5,320.13	960.26	9,886.87	34.98
101.45200.41220	FICA/MC CONTRIBUTIONS-EMPLOYER	18,571.00	6,597.30	1,686.56	11,973.70	35.52
101.45200.41230	MN PAID LEAVE	1,069.00	349.86	88.84	719.14	32.73
101.45200.41300	HEALTH INSURANCE	29,948.00	14,157.38	2,865.11	15,790.62	47.27
101.45200.41313	LIFE INSURANCE	105.00	42.86	8.81	62.14	40.82
101.45200.41510	WORKERS COMPENSATION	15,965.00	11,068.60	1,335.02	4,896.40	69.33
101.45200.42000	OFFICE SUPPLIES	0.00	13.93	0.00	(13.93)	100.00
101.45200.42001	SUPPLIES	600.00	112.87	0.00	487.13	18.81
101.45200.42100	OPERATING SUPPLIES	1,000.00	4,094.24	3,767.52	(3,094.24)	409.42
101.45200.42120	MOTOR FUELS & LUBRICANTS	16,500.00	6,577.71	773.38	9,922.29	39.86
101.45200.42200	REPAIR & MAINTENANCE	25,300.00	3,702.07	3,063.46	21,597.93	14.63
101.45200.42205	LAKESIDE PK EXP TO BE REIM	0.00	3,526.65	0.00	(3,526.65)	100.00
101.45200.42210	EQUIPMENT PARTS	6,000.00	1,980.34	1,068.73	4,019.66	33.01
101.45200.42220	POSTAGE	0.00	488.12	0.00	(488.12)	100.00
101.45200.42221	TIRES	2,000.00	1,000.80	0.00	999.20	50.04
101.45200.42225	LANDSCAPING MATERIALS	16,000.00	8,807.03	6,433.58	7,192.97	55.04
101.45200.42280	UNIFORM ALLOWANCE	2,070.00	1,721.50	0.00	348.50	83.16
101.45200.42290	RECREATION EQUIP SUPPLIES	6,700.00	0.00	0.00	6,700.00	0.00
101.45200.43210	TELEPHONE	550.00	76.79	38.40	473.21	13.96
101.45200.43810	ELECTRIC UTILITIES	6,000.00	2,592.89	478.42	3,407.11	43.21
101.45200.43830	GAS UTILITIES	4,000.00	2,002.52	243.17	1,997.48	50.06
101.45200.43841	RUBBISH REMOVAL	250.00	63.90	0.00	186.10	25.56
101.45200.44000	CONTRACTUAL SERVICE	0.00	1,306.00	0.00	(1,306.00)	100.00
101.45200.44190	SATELLITE RENTAL	2,500.00	446.01	306.01	2,053.99	17.84
101.45200.44300	CONFERENCE & SCHOOLS	2,500.00	1,225.00	0.00	1,275.00	49.00
101.45200.44330	DUES & SUBSCRIPTIONS	0.00	60.00	0.00	(60.00)	100.00
101.45200.44500	CONTRACTUAL SERVICES	2,000.00	452.00	0.00	1,548.00	22.60
101.45200.44901	LAKESIDE PARK EXPENSE	13,000.00	40.43	40.43	12,959.57	0.31
Total Dept 45200 - PARKS DEPARTMENT		430,589.00	158,597.20	45,646.96	271,991.80	36.83
Department: 49000 MISCELLANEOUS						
101.49000.41300	HEALTH INSURANCE	525.00	176.00	35.20	349.00	33.52
101.49000.43600	INSURANCE	69,615.00	60,708.20	0.00	8,906.80	87.21
101.49000.44000	CONTRACTUAL SERVICE	5,000.00	0.00	0.00	5,000.00	0.00
101.49000.44389	CONTINGENCY FUND	46,339.00	1,000.00	1,000.00	45,339.00	2.16
101.49000.44390	MISCELLANEOUS	10,000.00	0.00	0.00	10,000.00	0.00
101.49000.44420	SURCHARGES-PLBG	200.00	80.05	80.05	119.95	40.03

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Fund: 101 GENERAL FUND						
Account Category: Expenditures						
Department: 49000 MISCELLANEOUS						
101.49000.44430	SURCHARGES-HTG	400.00	117.55	117.55	282.45	29.39
101.49000.44440	SURCHARGES-BLDG	5,000.00	1,139.59	1,139.59	3,860.41	22.79
101.49000.44480	SURCHARGES-ELECTRICAL	100.00	161.87	161.87	(61.87)	161.87
101.49000.47000	PERMANENT TRANSFERS OUT	40,000.00	0.00	0.00	40,000.00	0.00
Total Dept 49000 - MISCELLANEOUS		177,179.00	63,383.26	2,534.26	113,795.74	35.77
Expenditures		6,118,772.00	2,445,007.83	488,772.19	3,673,764.17	39.96
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		6,118,772.00	253,056.02	64,882.10	5,865,715.98	4.14
TOTAL EXPENDITURES		6,118,772.00	2,445,007.83	488,772.19	3,673,764.17	39.96
NET OF REVENUES & EXPENDITURES:		0.00	(2,191,951.81)	(423,890.09)	2,191,951.81	

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Fund: 601 PUBLIC UTILITIES OPERATIONS						
Account Category: Revenues						
Department: 00000						
601.00000.34950	REFUNDS & REIMB	500.00	817.70	150.12	(317.70)	163.54
601.00000.36210	INTEREST EARNINGS	60,000.00	10,076.45	0.00	49,923.55	16.79
601.00000.37101	WATER COLLECTIONS	785,993.00	122,573.15	60.06	663,419.85	15.59
601.00000.37103	SALES TAX ADDED	8,000.00	2,265.19	0.00	5,734.81	28.31
601.00000.37104	PENALTIES/WATER	12,500.00	7,991.32	3,977.83	4,508.68	63.93
601.00000.37109	SAFE DRINKING WATER FEE	34,245.00	8,719.32	13.63	25,525.68	25.46
601.00000.37111	ADMINISTRATIVE CHARGE	195,145.00	46,779.17	73.08	148,365.83	23.97
601.00000.37115	ESTIMATE READING CHRG	0.00	85.00	5.00	(85.00)	100.00
601.00000.37149	WATER CONNECTION CHRG-INTEREST	0.00	423.96	0.00	(423.96)	100.00
601.00000.37150	WATER CONNECTION CHARGES-WAC	0.00	483.31	0.00	(483.31)	100.00
601.00000.37151	WATER RECONNECTION	0.00	125.00	0.00	(125.00)	100.00
601.00000.37172	WATER METER SALES	1,500.00	1,629.56	1,054.16	(129.56)	108.64
601.00000.37201	SEWER COLLECTIONS	1,110,195.00	319,232.48	321.74	790,962.52	28.75
601.00000.37204	PENALTIES-SEWER	15,000.00	11,711.19	6,100.10	3,288.81	78.07
601.00000.37250	SEWER CONNECTION CHARGES-SAC	0.00	1,249.53	0.00	(1,249.53)	100.00
601.00000.37251	SEWER CONNECTION CHRG-INTEREST	0.00	61.77	0.00	(61.77)	100.00
601.00000.39206	TRANSFER FROM RECYCLING FUND	3,500.00	0.00	0.00	3,500.00	0.00
Total Dept 00000		2,226,578.00	534,224.10	11,755.72	1,692,353.90	23.99
Revenues		2,226,578.00	534,224.10	11,755.72	1,692,353.90	23.99
Account Category: Expenditures						
Department: 49400 WATER DEPARTMENT						
601.49400.41010	FULL TIME EMPLOYEES	161,348.00	51,649.02	10,396.63	109,698.98	32.01
601.49400.41013	OVERTIME	5,500.00	473.51	0.00	5,026.49	8.61
601.49400.41020	ON CALL SALARIES	5,663.00	143.73	0.00	5,519.27	2.54
601.49400.41040	TEMPORARY EMPLOYEES	10,000.00	8,009.81	1,296.05	1,990.19	80.10
601.49400.41050	VACATION BUY BACK	2,500.00	0.00	0.00	2,500.00	0.00
601.49400.41210	PERA CONTRIBUTIONS-EMPLOYER	13,108.00	4,307.69	779.80	8,800.31	32.86
601.49400.41220	FICA/MC CONTRIBUTIONS-EMPLOYER	14,135.00	4,830.56	819.85	9,304.44	34.17
601.49400.41230	MN PAID LEAVE	0.00	263.11	46.25	(263.11)	100.00
601.49400.41300	HEALTH INSURANCE	32,899.00	11,825.22	2,391.43	21,073.78	35.94
601.49400.41313	LIFE INSURANCE	100.00	40.91	8.39	59.09	40.91
601.49400.41510	WORKERS COMPENSATION	8,133.00	4,088.82	413.04	4,044.18	50.27
601.49400.42000	OFFICE SUPPLIES	750.00	287.65	132.56	462.35	38.35
601.49400.42030	PRINTED FORMS	1,500.00	0.00	0.00	1,500.00	0.00
601.49400.42100	OPERATING SUPPLIES	1,200.00	270.10	8.99	929.90	22.51
601.49400.42120	MOTOR FUELS & LUBRICANTS	5,000.00	1,261.78	240.84	3,738.22	25.24
601.49400.42200	REPAIR & MAINTENANCE	85,000.00	37,440.64	35,425.40	47,559.36	44.05
601.49400.42210	EQUIPMENT PARTS	2,500.00	2,125.12	2,022.42	374.88	85.00
601.49400.42220	POSTAGE	3,000.00	970.59	157.62	2,029.41	32.35
601.49400.42221	TIRES	2,500.00	0.00	0.00	2,500.00	0.00
601.49400.42222	STREET REPAIRS	20,000.00	0.00	0.00	20,000.00	0.00
601.49400.42261	WATER TESTING	1,750.00	432.00	108.00	1,318.00	24.69
601.49400.42262	WATER METER & SUPPLIES	10,000.00	7,837.57	0.00	2,162.43	78.38
601.49400.42264	SAFE DRINKING WATER FEE	34,245.00	8,679.00	0.00	25,566.00	25.34
601.49400.42280	UNIFORM ALLOWANCE	1,600.00	1,078.48	0.00	521.52	67.41
601.49400.43010	AUDIT & ACCTG SERVICES	8,450.00	4,528.12	4,528.12	3,921.88	53.59
601.49400.43030	ENGINEERING FEES	1,000.00	0.00	0.00	1,000.00	0.00
601.49400.43040	LEGAL FEES	300.00	0.00	0.00	300.00	0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF SPRING LAKE PARK

Balance As of 05/31/2026

GL Number	Description	2026 Amended Budget	YTD Balance 05/31/2026 Normal (Abnormal)	Activity For 05/31/2026 Increase (Decrease)	Available Balance 05/31/2026 Normal (Abnormal)	% Bdgt Used
Fund: 601 PUBLIC UTILITIES OPERATIONS						
Account Category: Expenditures						
Department: 49400 WATER DEPARTMENT						
601.49400.43210	TELEPHONE	1,145.00	102.39	51.20	1,042.61	8.94
601.49400.43310	TRAVEL EXPENSE	1,500.00	0.00	0.00	1,500.00	0.00
601.49400.43500	PRINTING & PUBLISHING	14,500.00	8,887.64	0.00	5,612.36	61.29
601.49400.43600	INSURANCE	25,000.00	24,228.75	0.00	771.25	96.92
601.49400.43870	WATER USAGE-CITY OF BLAINE	12,000.00	2,778.97	0.00	9,221.03	23.16
601.49400.44000	CONTRACTUAL SERVICE	9,000.00	11,652.26	1,615.57	(2,652.26)	129.47
601.49400.44050	MAINTENANCE AGREEMENTS	12,120.00	10,694.46	49.28	1,425.54	88.24
601.49400.44300	CONFERENCE & SCHOOLS	2,700.00	1,456.00	0.00	1,244.00	53.93
601.49400.44330	DUES & SUBSCRIPTIONS	1,500.00	362.50	0.00	1,137.50	24.17
601.49400.44370	TAXES	12,000.00	8,058.47	0.00	3,941.53	67.15
601.49400.47000	PERMANENT TRANSFERS OUT	152,303.00	0.00	0.00	152,303.00	0.00
Total Dept 49400 - WATER DEPARTMENT		675,949.00	218,764.87	60,491.44	457,184.13	32.36
Department: 49402 WATER TREATMENT PLANT						
601.49402.42100	OPERATING SUPPLIES	500.00	337.59	0.00	162.41	67.52
601.49402.42120	MOTOR FUELS & LUBRICANTS	3,000.00	0.00	0.00	3,000.00	0.00
601.49402.42160	CHEMICALS & CHEMICAL PROD	30,000.00	5,243.64	266.48	24,756.36	17.48
601.49402.42200	REPAIR & MAINTENANCE	20,000.00	7,726.73	113.07	12,273.27	38.63
601.49402.42210	EQUIPMENT PARTS	10,000.00	21.32	0.00	9,978.68	0.21
601.49402.43030	ENGINEERING FEES	1,000.00	0.00	0.00	1,000.00	0.00
601.49402.43500	PRINTING & PUBLISHING	300.00	0.00	0.00	300.00	0.00
601.49402.43600	INSURANCE	19,733.00	20,486.65	0.00	(753.65)	103.82
601.49402.43810	ELECTRIC UTILITIES	105,000.00	26,952.47	13,256.89	78,047.53	25.67
601.49402.43830	GAS UTILITIES	4,000.00	2,252.95	278.88	1,747.05	56.32
601.49402.44000	CONTRACTUAL SERVICE	4,000.00	3,350.91	0.00	649.09	83.77
601.49402.44370	TAXES	2,550.00	550.00	0.00	2,000.00	21.57
601.49402.47000	PERMANENT TRANSFERS OUT	44,469.00	0.00	0.00	44,469.00	0.00
Total Dept 49402 - WATER TREATMENT PLANT		244,552.00	66,922.26	13,915.32	177,629.74	27.37
Department: 49450 SEWER DEPARTMENT						
601.49450.41010	FULL TIME EMPLOYEES	161,347.00	51,642.47	10,395.85	109,704.53	32.01
601.49450.41013	OVERTIME	5,500.00	472.95	0.00	5,027.05	8.60
601.49450.41020	ON CALL SALARIES	5,417.00	143.50	0.00	5,273.50	2.65
601.49450.41040	TEMPORARY EMPLOYEES	10,000.00	8,009.44	1,295.95	1,990.56	80.09
601.49450.41050	VACATION BUY BACK	2,500.00	0.00	0.00	2,500.00	0.00
601.49450.41210	PERA CONTRIBUTIONS-EMPLOYER	13,108.00	4,306.22	779.60	8,801.78	32.85
601.49450.41220	FICA/MC CONTRIBUTIONS-EMPLOYER	14,135.00	4,829.05	819.67	9,305.95	34.16
601.49450.41230	MN PAID LEAVE	0.00	262.27	46.11	(262.27)	100.00
601.49450.41300	HEALTH INSURANCE	32,899.00	11,823.11	2,391.19	21,075.89	35.94
601.49450.41313	LIFE INSURANCE	100.00	40.13	8.32	59.87	40.13
601.49450.41510	WORKERS COMPENSATION	10,555.00	3,715.85	407.41	6,839.15	35.20
601.49450.42000	OFFICE SUPPLIES	500.00	58.02	0.00	441.98	11.60
601.49450.42030	PRINTED FORMS	1,600.00	0.00	0.00	1,600.00	0.00
601.49450.42100	OPERATING SUPPLIES	500.00	0.00	0.00	500.00	0.00
601.49450.42120	MOTOR FUELS & LUBRICANTS	4,000.00	1,183.37	240.82	2,816.63	29.58
601.49450.42200	REPAIR & MAINTENANCE	15,000.00	0.00	0.00	15,000.00	0.00
601.49450.42210	EQUIPMENT PARTS	6,000.00	186.29	0.00	5,813.71	3.10
601.49450.42220	POSTAGE	2,500.00	970.60	157.62	1,529.40	38.82
601.49450.42221	TIRES	3,000.00	0.00	0.00	3,000.00	0.00
601.49450.42222	STREET REPAIRS	3,000.00	0.00	0.00	3,000.00	0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF SPRING LAKE PARK

Balance As of 05/31/2026

GL Number	Description	2026 Amended Budget	YTD Balance 05/31/2026 Normal (Abnormal)	Activity For 05/31/2026 Increase (Decrease)	Available Balance 05/31/2026 Normal (Abnormal)	% Bdgt Used
Fund: 601 PUBLIC UTILITIES OPERATIONS						
Account Category: Expenditures						
Department: 49450 SEWER DEPARTMENT						
601.49450.42262	WATER METER & SUPPLIES	5,000.00	0.00	0.00	5,000.00	0.00
601.49450.42280	UNIFORM ALLOWANCE	1,550.00	1,078.33	0.00	471.67	69.57
601.49450.43010	AUDIT & ACCTG SERVICES	8,450.00	4,528.12	4,528.12	3,921.88	53.59
601.49450.43030	ENGINEERING FEES	1,000.00	0.00	0.00	1,000.00	0.00
601.49450.43040	LEGAL FEES	300.00	0.00	0.00	300.00	0.00
601.49450.43210	TELEPHONE	875.00	102.39	51.20	772.61	11.70
601.49450.43310	TRAVEL EXPENSE	500.00	0.00	0.00	500.00	0.00
601.49450.43500	PRINTING & PUBLISHING	300.00	0.00	0.00	300.00	0.00
601.49450.43600	INSURANCE	24,100.00	24,210.75	0.00	(110.75)	100.46
601.49450.43810	ELECTRIC UTILITIES	6,250.00	1,702.63	663.46	4,547.37	27.24
601.49450.43840	METRO WASTE CONTROL	646,215.00	215,954.88	550.00	430,260.12	33.42
601.49450.44000	CONTRACTUAL SERVICE	10,000.00	10,089.26	1,615.57	(89.26)	100.89
601.49450.44050	MAINTENANCE AGREEMENTS	9,995.00	5,994.41	49.27	4,000.59	59.97
601.49450.44300	CONFERENCE & SCHOOLS	1,500.00	0.00	0.00	1,500.00	0.00
601.49450.44330	DUES & SUBSCRIPTIONS	300.00	212.50	0.00	87.50	70.83
601.49450.44390	MISCELLANEOUS	9,193.00	0.00	0.00	9,193.00	0.00
601.49450.44450	RESERVE CAPACITY CHARGES	12,425.00	0.00	0.00	12,425.00	0.00
601.49450.47000	PERMANENT TRANSFERS OUT	276,463.00	0.00	0.00	276,463.00	0.00
Total Dept 49450 - SEWER DEPARTMENT		1,306,077.00	351,516.54	24,000.16	954,560.46	26.91
Expenditures		2,226,578.00	637,203.67	98,406.92	1,589,374.33	28.62
Fund 601 - PUBLIC UTILITIES OPERATIONS:						
TOTAL REVENUES		2,226,578.00	534,224.10	11,755.72	1,692,353.90	23.99
TOTAL EXPENDITURES		2,226,578.00	637,203.67	98,406.92	1,589,374.33	28.62
NET OF REVENUES & EXPENDITURES:		0.00	(102,979.57)	(86,651.20)	102,979.57	

REVENUE AND EXPENDITURE REPORT FOR CITY OF SPRING LAKE PARK

Balance As of 05/31/2026

GL Number	Description	2026 Amended Budget	YTD Balance 05/31/2026 Normal (Abnormal)	Activity For 05/31/2026 Increase (Decrease)	Available Balance 05/31/2026 Normal (Abnormal)	% Bdgt Used
Fund: 603 STORMWATER UTILITY						
Account Category: Revenues						
Department: 00000						
603.00000.36210	INTEREST EARNINGS	2,500.00	355.44	0.00	2,144.56	14.22
603.00000.36504	STORMWATER COLLECTION	160,819.00	40,769.36	35.76	120,049.64	25.35
603.00000.36506	STORMWATER PENALTIES	1,500.00	1,287.11	748.39	212.89	85.81
Total Dept 00000		164,819.00	42,411.91	784.15	122,407.09	25.73
Revenues		164,819.00	42,411.91	784.15	122,407.09	25.73
Account Category: Expenditures						
Department: 49785 STORMWATER UTILITY						
603.49785.41010	FULL TIME EMPLOYEES	27,488.00	10,832.39	2,118.90	16,655.61	39.41
603.49785.41050	VACATION BUY BACK	1,000.00	0.00	0.00	1,000.00	0.00
603.49785.41210	PERA CONTRIBUTIONS-EMPLOYER	2,137.00	863.25	158.91	1,273.75	40.40
603.49785.41220	FICA/MC CONTRIBUTIONS-EMPLOYER	2,180.00	863.03	157.53	1,316.97	39.59
603.49785.41230	MN PAID LEAVE	109.00	45.78	8.36	63.22	42.00
603.49785.41300	HEALTH INSURANCE	4,339.00	1,718.82	343.75	2,620.18	39.61
603.49785.41313	LIFE INSURANCE	16.00	6.53	1.32	9.47	40.81
603.49785.41510	WORKERS COMPENSATION	1,709.00	439.06	79.02	1,269.94	25.69
603.49785.42200	REPAIR & MAINTENANCE	20,000.00	2,027.39	0.00	17,972.61	10.14
603.49785.42280	UNIFORM ALLOWANCE	300.00	87.51	0.00	212.49	29.17
603.49785.43030	ENGINEERING FEES	10,000.00	213.00	0.00	9,787.00	2.13
603.49785.43040	LEGAL FEES	500.00	0.00	0.00	500.00	0.00
603.49785.43310	TRAVEL EXPENSE	200.00	0.00	0.00	200.00	0.00
603.49785.44000	CONTRACTUAL SERVICE	29,650.00	13,897.50	0.00	15,752.50	46.87
603.49785.44389	CONTINGENCY FUND	691.00	0.00	0.00	691.00	0.00
603.49785.45000	CAPITAL OUTLAY	64,500.00	0.00	0.00	64,500.00	0.00
Total Dept 49785 - STORMWATER UTILITY		164,819.00	30,994.26	2,867.79	133,824.74	18.81
Expenditures		164,819.00	30,994.26	2,867.79	133,824.74	18.81
Fund 603 - STORMWATER UTILITY:						
TOTAL REVENUES		164,819.00	42,411.91	784.15	122,407.09	25.73
TOTAL EXPENDITURES		164,819.00	30,994.26	2,867.79	133,824.74	18.81
NET OF REVENUES & EXPENDITURES:		0.00	11,417.65	(2,083.64)	(11,417.65)	
Report Totals:						
TOTAL REVENUES - ALL FUNDS		8,510,169.00	829,692.03	77,421.97	7,680,476.97	9.75
TOTAL EXPENDITURES - ALL FUNDS		8,510,169.00	3,113,205.76	590,046.90	5,396,963.24	36.58
NET OF REVENUES & EXPENDITURES:		0.00	(2,283,513.73)	(512,624.93)	2,283,513.73	

CASH SUMMARY REPORT FOR CITY OF SPRING LAKE PARK

From 01/01/2026 to 05/31/2026

Fund Description	Beginning Balance 01/01/2026	Total Debits	Total Credits	Ending Balance 05/31/2026
101 GENERAL FUND	3,093,611.19	457,743.75	2,720,554.41	830,800.53
102 ELECTION FUND	109,614.09	495.15	58.46	110,050.78
103 POLICE RESERVES & SAFETY EDUCATION FUND	25,240.68	375.31	685.74	24,930.25
104 NORTH CENTRAL SUBURBAN CABLE	19,457.93	4,960.80	0.00	24,418.73
108 POLICE FORFEITURES	16,263.48	68.51	3,630.94	12,701.05
112 ESCROW TRUST FUND	138,701.08	30,005.04	9,024.29	159,681.83
115 COMPREHENSIVE PLAN UPDATE	11,343.58	51.24	0.00	11,394.82
224 SMALL EQUIPMENT FUND	7,458.73	11,347.95	14,218.83	4,587.85
225 PARK ACQUISITION & IMPRV FUND	92,342.52	417.13	0.00	92,759.65
226 PARK EQUIPMENT & IMPRV	278,941.81	1,662.61	4,337.33	276,267.09
227 HRA EXCESS	147,466.88	96,833.11	48,338.06	195,961.93
229 SANBURNOL PARK IMPROVEMENT FUND	33,534.03	3,158.26	0.00	36,692.29
230 RECYCLING FUND	118,451.44	121,267.87	79,301.09	160,418.22
234 STREET LIGHTING FUND	92,292.09	19,195.99	16,720.52	94,767.56
235 RIGHT OF WAY MAINT	2,121.81	9.58	0.00	2,131.39
237 PARK & RECREATION SPECIAL PRJ	5,607.72	25.33	0.00	5,633.05
238 GRANTS & SPECIAL PRJ	2,126.67	15,009.61	0.00	17,136.28
240 TOWER DAYS	26,695.79	7,042.11	25,248.34	8,489.56
243 PUBLIC SAFETY RADIO REPLACEMENT	135,688.59	612.73	95.76	136,205.56
244 RECREATION PROGRAMS FUND	475,702.97	374,612.97	319,668.15	530,647.79
248 TRAFFIC EDUCATION FUND	38,375.87	173.36	0.00	38,549.23
249 EMERGENCY MANAGEMENT	23,147.93	104.50	44.36	23,208.07
250 ANIMAL CONTROL	6,519.59	26.71	1,212.50	5,333.80
251 FORESTRY	119,367.16	494.26	31,200.00	88,661.42
304 N METRO TELECOMMUNICATIONS 2016A	0.00	1.52	0.00	1.52
306 LEGENDS OF SLP-TIF 6.1	78,469.79	238.35	51,410.09	27,298.05
331 2017A GO EQUIP CERT DEBT (SBM FIRE)	0.00	80.13	0.00	80.13
334 2021A G.O. IMPRV REFUND BOND	0.00	1,663.63	0.00	1,663.63
335 2024A G. O. C. I. P. BOND	165,969.66	5,383.14	0.00	171,352.80
384 2005A G.O. CAPITAL (FIRE) IMPROV BOND	0.00	297.62	23,409.00	(23,111.38)
400 REVOLVING CONSTRUCTION FUND	1,112,388.18	5,420.40	11,024.85	1,106,783.73
401 CAPITAL INVESTMENT FUND	1,890,912.07	8,541.72	0.00	1,899,453.79
402 MSA MAINTENANCE	279,265.64	53,638.70	29,664.05	303,240.29
403 CAPITAL REPLACEMENT	456,227.04	2,059.03	1,375.00	456,911.07
407 SEALCOATING FUND	278,674.22	47,343.07	7,376.45	318,640.84
410 LAKESIDE LIONS PARK IMPROVEMENT	24,089.32	108.81	0.00	24,198.13
416 BUILDING MAINT & RENEWAL FUND	224,052.08	966.10	20,366.77	204,651.41
434 EQUIPMENT FUND	41,599.27	147,586.04	58,757.26	130,428.05
435 2024 CITY HALL RENOVATION/EXPANSION PRO	1,204,802.92	5,433.20	17,771.61	1,192,464.51
600 PUBLIC UTILITIES RENEWAL & REPLACEMENT	1,767,622.12	72,224.06	3,214.95	1,836,631.23
601 PUBLIC UTILITIES OPERATIONS	390,855.67	1,076,996.00	823,039.32	644,812.35
603 STORMWATER UTILITY	75,543.04	65,885.67	33,094.31	108,334.40
700 SEVERANCE FUND	33,504.71	0.00	36,174.67	(2,669.96)
705 PUBLIC SAFETY AID	194,293.50	877.67	0.00	195,171.17
750 PAYROLL CLEARING	91,634.78	1,031,362.61	960,927.30	162,070.09
REPORT TOTALS:	13,329,977.64	3,671,801.35	5,351,944.41	11,649,834.58



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

Contractor's Licenses June 15, 2026

Mechanical Contractor

Advanced Heating and Air

Breeze Heating and Cooling

DNA Heating and Cooling

Home Energy Center

Plumbing Contractor

Bettin' Inc. dba Ecowater

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

**Business License – Massage Therapy License
June 15, 2026 for 2026 New License**



**Optimize Physical Therapy and Elite Sports Performance
8406 Sunset Road NE
Spring Lake Park MN 55432
Individual Tech License – Melany Kidd**

MT-26-07



Police Report

May 2026

Submitted for Council Meeting: June 15, 2026

The Spring Lake Park Police Department responded to eight-hundred and seven calls for service for the month of May 2026. This is compared to responding to seven hundred sixty-six calls for service in May 2025.

School Resource Officer Smith reports handling fourteen calls for service at our local schools, along with conducting twenty-six student contacts, fifty-six miscellaneous meetings, and eight follow-up investigations into school-related issues. School Resource Officer Smith also reported attending Prom and a track and field day event at the High School. For further details see Officer Imig attached report.

Detective Imig reports handling seventeen cases for the month of May 2026. Eleven felony cases, two Gross Misdemeanor cases and four Misdemeanor cases. Detective Imig also continues to monitor three forfeiture cases and closed one in May 2026. For further details, see Detective Imig attached report.

I continued to stay busy in the month of May. Along with the day to day operations of the police department I attended several meetings and trainings including the below meetings.

- Department head meetings
- Department Use of Force Training
- Several CIT IT security meeting
- Anoka County Chiefs meeting
- Anoka Safe County meeting
- SLP Safety Committee meeting
- LETAC Post Mandated Training
- Body Worn Camera Audit

I was also able to take a long overdue vacation and am thankful to the Sergeants for taking over operation of the police department while I was gone.

This will conclude my report for the month of May 2026



Spring Lake Park Police Department

Investigator

Tony Bennek

Monthly Report

May 2026

Total Case Load

Case Load by Level of Offense: 17

Felony	11
Gross Misdemeanor	2
Misdemeanor	4

Case Dispositions:

County Attorney	4
Juvenile County Attorney	0
City Attorney	1
Forward to Other Agency	2
SLP Liaison	0
Carried Over	21
Unfounded	0
Exceptionally Cleared	1
Closed/Inactive	2

Forfeitures:

Active Forfeitures	3
Forfeitures Closed	1

Spring Lake Park Police / School Resource Officer Report

May 2026

Incidents by School Location	Reports (ICRs)	Student Contacts*	Escorts/Other	Follow Up Inv.
Spring Lake Park High School	9	26	43	4
Discovery Days (pre-school)				
Lighthouse School				
Park Terrace Elementary School	1		1	1
District Office			2	
Able and Terrace Parks (School Related)				
School Related				1
Miscellaneous Locations	4		10	2
Totals:	14	26	26	8

Breakdown of Reports (ICRs)	
Theft reports (cellphones, iPods, bikes, etc...)	
Students charged with Assault or Disorderly Conduct	2
Students charged with other crimes	1
Non-students Charged	
Warrant Arrests	1
Miscellaneous reports	4

Parks and Recreation Department

May 2026

Parks

- The parks are up and running – we have seen lots of action at Terrace Park Pickleball Courts.
- We are working on putting together a sub-committee for Lakeside Lions along with the City of Mounds View. Administrator Buchholtz and I toured Lakeside with Mound View Park and Recreation Commission.

Department Activity

- Music in the Park kicked off with SLP Bands – the night was well attended.
- The Recreation Department has been working steadily for Tower Days. Staff and committee members will discuss the event at the end of June.
- The Recreation Department offered 31 classes/programs that started in May. Youth Softball kicked off with a bang. We had to cancel the 17U division due to low enrollment.
- Director Scanlon attended the following meetings and events during March:
 - Department Head Meeting
 - City Council Session
 - Tower Days Mtg
 - Park and Recreation Commission
 - Weekly Park and Rec Staff Mtg
 - Adaptive Programs Mtg (Anoka County)

Grants and other funding

- CDBG Grant for Terrace Park has been and we are awaiting the award letter.

Park and Recreation Commission

- Park and Recreation Commission met in April and continues to look at ways to grow and improve.
 - Currently putting together, a subcommittee for Lakeside Lions

Tower Days 2026 June 4-6, 2026

- Planning is underway – we are looking forward to the new format and events for 2026
 - (Event has taken place and July report will update this)

New and Upcoming

- We are looking forward to a great summer with a variety of new community-based programming.
 - Music in the Park
 - Princess Parties
 - Popsicle with the Police
 - Ice Cream Social
 - Cops and Bobbers
 - Summer Star Party
 - Rec on the Go
 - Park Pal

2026 Street Improvement Public Assessment Hearing

June 15, 2026

Spring Lake Park
History. Community. Home.

Plaza Boulevard
Theorin Terrace
Center Drive

Sunset Road

Trunk Highway 10 Service Drive

Purpose of Tonight's Hearing

Minnesota law requires a public hearing before special assessments are adopted.

Tonight's hearing provides:

- Overview of the project
- Final project costs
- Assessment methodology
- Individual assessment information
- Opportunity for public comment
- Council consideration of assessment adoption



Project Location

Plaza Boulevard

Theorin Terrace

Center Drive

Sunset Road

Portion of TH 10 Service Drive



Project Improvements

- Street Improvements

- Mill and overlay existing pavement
- Spot curb replacement
- Localized pavement repairs
- New bituminous surface

- Storm Sewer Improvements

- Catch basin adjustments
- Structure repairs as needed

- Utility Improvements

- No sanitary sewer or water main replacement



Project Timeline



Milestone	Date
Improvement Hearing	April 6, 2026
Bids Received	May 11, 2026
Contract Award	June 15, 2026
Assessment Hearing	June 15, 2026
Construction Begins	July 2026
Construction Completion	October 2026

History. Community. Home.

Assessment Policy

- The assessment policy was established by Resolution 98-48
- Residential Properties
 - Approximately 45% of assessable street costs
 - City pays approximately 55%
- Commercial, Industrial and Institutional Properties
 - 100% of assessable street costs
- Utility Costs
 - Water Main – not assessed
 - Sanitary Sewer – not assessed
 - Storm Sewer – not assessed



How Assessments Are Calculated

- Residential Properties – *assessment based on equivalent residential units*

Examples:

- *Single-family home = 1.0 unit*
 - *Duplex = 0.8 units per dwelling*
 - *Townhome = 0.6 units per dwelling*
 - *Apartment = 0.4 units per dwelling*
- Commercial Properties – *assessment based on front footage adjacent to the improvement.*

Project Costs and Funding

Funding Source	Amount
Street Revolving Construction Fund	\$ 65,111.31
Assessments	\$432,208.47
Total	\$497,319.78

Spring Lake Park
History. Community. Home.

Proposed Assessment Roll

- Single-family assessment rate: \$2,116.35 / parcel
- Commercial/non-residential: \$51.33 / front foot



Proposed Assessment Roll – Plaza Boulevard



PID #:	Property Address	Owner	Frontage (ft)	Proposed Assessment
01-30-24-12-0079	8485 Plaza Blvd NE	Lunseth Properties, LLC	300	\$15,399.00
01-30-24-12-0044	8465 Plaza Blvd NE	8465 Holdings LLC	100	\$ 5,133.00
-	West side of Plaza	Public – City responsible	866	\$44,451.78

Spring Lake Park
History. Community. Home.

Proposed Assessment Roll – Theorin Terrace

PID #:	Property Address	Owner	Frontage (ft)	Proposed Assessment
01-30-24-12-0044	8465 Plaza Blvd NE	8465 Holdings LLC	128	\$ 6,570.24
01-30-24-12-0032	8462 Center Dr NE	CAS Properties LLC	128	\$ 6,570.24
01-30-24-12-0031	8455 Plaza Blvd NE	Wells Fargo Bank NA	256	\$13,140.48

Spring Lake Park
History. Community. Home.

Proposed Assessment Roll – Center Drive (1/3)



PID #:	Property Address	Owner	Frontage (ft)	Proposed Assessment
01-30-24-12-0038	1440 85 th Ave NE	Panther Plaza LLC	50	\$ 2,566.50
01-30-24-12-0038	1440 85 th Ave NE	Panther Plaza LLC	5	\$ 256.65
01-30-24-12-0079	8485 Plaza Blvd NE	Lunseth Properties LLC	195	\$10,009.35
01-30-24-12-0035	8470 Center Dr NE	CAS Properties LLC	50	\$ 2,566.50
01-30-24-12-0034	8470 Center Dr NE	CAS Properties LLC	3.5	\$ 179.66
01-30-24-12-0033	8470 Center Dr NE	CAS Properties LLC	46.5	\$ 2,386.85
01-30-24-12-0032	8462 Center Dr NE	CAS Properties LLC	50	\$ 2,566.50
01-30-24-12-0031	8455 Plaza Blvd NE	Wells Fargo Bank NA	256	\$13,140.48
01-30-24-12-0030		Wells Fargo Bank NA	50	\$ 2,566.50
01-30-24-12-0029		Wells Fargo Bank NA	50	\$ 2,566.50

Proposed Assessment Roll – Center Drive (2/3)



PID #:	Property Address	Owner	Frontage (ft)	Proposed Assessment
01-30-24-12-0067	8407 Plaza Blvd NE	Northland Management Inc	200	\$10,266.00
01-30-24-12-0075		SLP Central Industrial LLC	33	\$ 1,693.89
01-30-24-12-0073	8329 Central Ave NE	SLP Central Industrial LLC	757.42	\$38,878.37
01-30-24-12-0007	8495 Center Dr NE	Eagle Brook Church	100	\$ 5,133.00
01-30-24-12-0008	8495 Center Dr NE	Eagle Brook Church	100	\$ 5,133.00
01-30-24-12-0009	8495 Center Dr NE	Eagle Brook Church	100	\$ 5,133.00
01-30-24-12-0010	8465 Center Dr NE	Castro Properties LLC	100	\$ 5,133.00
01-30-24-12-0011	8455 Center Dr NE	EFC Real Estate LLC	100	\$ 5,133.00
01-30-24-12-0012	8445 Center Dr NE	Clifton Properties LLC	100	\$ 5,133.00
01-30-24-12-0013	8433 Center Dr NE	Michael B Jacobs	100	\$ 5,133.00

Proposed Assessment Roll – Center Drive (3/3)

PID #:	Property Address	Owner	Frontage (ft)	Proposed Assessment
01-30-24-12-0060		Center Drive Holdings LLC	10	\$ 513.30
01-30-24-12-0068	8427 Center Dr NE	Quarve Contracting Inc	59.51	\$ 3,054.65
01-30-24-12-0081	8421 Center Dr NE	Center Drive Holdings LLC	60.29	\$ 3,094.69
01-30-24-12-0080	8419 Center Dr NE	Center Drive Holdings LLC	36.2	\$ 1,858.15
01-30-24-12-0075	8415 Center Dr NE	Center Drive Holdings LLC	28.5	\$ 1,462.91
01-30-24-12-0082	8413 Center Dr NE	Center Drive Holdings LLC	37.5	\$ 1,924.88
01-30-24-12-0065	8409 Center Dr NE	Center Drive Holdings LLC	49.99	\$ 2,565.99
01-30-24-12-0064	8407 Center Dr NE	Diane Kay Porath	50.01	\$ 2,567.01
01-30-24-12-0078	8401 Center Dr NE	Adisa Frlj	344.95	\$17,706.28
01-30-24-11-0086	8370 Sunset Rd NE	Grahamco LLC	206	\$10,573.98
01-30-24-11-0096	1501 Cty Rd 10 NE	Francen Investments LLC	218.77	\$11,229.46

Proposed Assessment Roll – Sunset Road (1/3)

PID #:	Property Address	Owner	Frontage (ft)	Proposed Assessment
01-30-24-11-0082	8498 Sunset Rd NE	Eagle Brook Church	229.7	\$11,790.50
01-30-24-11-0081		Eagle Brook Church	262.7	\$13,484.39
01-30-24-11-0078		Spring Lake Park Trees LLC	100	\$ 5,133.00
01-30-24-11-0079	8430 Sunset Rd NE	Spring Lake Park Trees LLC	100	\$ 5,133.00
01-30-24-11-0080	8424 Sunset Rd NE	Tinmen LLC	100	\$ 5,133.00
01-30-24-11-0074	8420 Sunset Rd NE	MLG Properties LLC	75	\$ 3,849.75
01-30-24-11-0071	8406 Sunset Rd NE	Buhl Sunset LLC	106.75	\$ 5,479.48
01-30-24-11-0072		Buhl Sunset LLC	100.05	\$ 5,135.57
01-30-24-11-0068		Buhl Sunset LLC	75	\$ 3,849.75
01-30-24-11-0069		Buhl Sunset LLC	131.3	\$ 6,739.63
01-30-24-11-0086	8370 Sunset Rd NE	Grahamco LLC	262.7	\$13,484.39

Proposed Assessment Roll – Sunset Road (2/3)

PID #:	Property Address	Owner	Frontage (ft)	Proposed Assessment
01-30-24-11-0098	1541 Cty Rd 10 NE	Dyno Five LLC	422.3	\$21,676.66
01-30-24-11-0091	8493 Sunset Rd NE	Michael J. Palmquist (res)	Residential	\$ 2,116.35
01-30-24-11-0102	8483 Sunset Rd NE	Keven Nelson	Residential	\$ 2,116.35
01-30-24-11-0048	8457 Sunset Rd NE	Complete Commercial Structures LLC	162	\$ 8,315.46
01-30-24-11-0047	8445 Sunset Rd NE	Cyril & Joanne Jochum	100.7	\$ 5,168.93
01-30-24-11-0049	8445 Sunset Rd NE	Cyril & Joanne Jochum	162.7	\$ 8,351.39
01-30-24-11-0050	8429 Sunset Rd NE	Scott Hall	Residential	\$ 2,116.35
01-30-24-11-0052	8425 Sunset Rd NE	Susan Frederickson	Residential	\$ 2,116.35
01-30-24-11-0053	8413 Sunset Rd NE	Barbara Schendel	Residential	\$ 2,116.35
01-30-24-11-0051	8401 Sunset Rd NE	Jama Mire Shamso	Residential	\$ 2,116.35
01-30-24-11-0055	8395 Sunset Rd NE	Jan C Brandt	Residential	\$ 2,116.35

Proposed Assessment Roll – Sunset Road (3/3)

PID #:	Property Address	Owner	Frontage (ft)	Proposed Assessment
01-30-24-11-0054	8391 Sunset Rd NE	Elizabeth E. Sherva	Residential	\$ 2,116.35
01-30-24-11-0103	8383 Sunset Rd NE	Vondrachek Family LLLP	105.16	\$ 5,397.86
01-30-24-11-0059	8375 Sunset Rd NE	Laras ERH Properties LLC	110	\$ 5,646.30
01-30-24-11-0058	8365 Sunset Rd NE	DCB Enterprises LLC	94	\$ 4,825.02
01-30-24-11-0060		DCB Enterprises LLC	121.4	\$ 6,231.46
01-30-24-11-0061	8333 Sunset Rd NE	Dewayne D Berquist Trustee	200	\$10,266.00
01-30-24-11-0105	8301 Sunset Rd NE	Sunset Management LLC	294.15	\$15,098.72

Proposed Assessment Roll – Cty Rd. 10 Service Dr.

PID #:	Property Address	Owner	Frontage (ft)	Proposed Assessment
01-30-24-14-0005	1639 Cty Rd 10 NE	Noahs Ark Affordable Hsng Inc	514.6	\$26,414.42



Spring Lake Park
History. Community. Home.

Assessment Payment Options

- **Option 1:** Pay in full without interest within 30 days of adoption
- **Option 2:** Certify assessment to property taxes
 - 10 years
 - 5.10% - 2% above 10 year municipal bond rate



Spring Lake Park
History. Community. Home.

Questions and Public Testimony





Memorandum

To: Mayor Nelson and Members of the City Council

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

Date: June 10, 2026

Subject: Performance Measures Annual Report

The attached resolution adopts the special assessments for the 2026 Street Improvement Project. The project includes pavement rehabilitation improvements on Plaza Boulevard, Theorin Terrace, Center Drive, Sunset Road and a portion of the CSAH 10 Service Drive.

A public hearing on the proposed assessments will be held during the June 15, 2026 City Council meeting. Property owners have been notified of the hearing and provided information regarding the proposed assessment amounts.

Based on final project costs and assessment calculations, the proposed assessments are approximately 13% lower than the amounts estimated in the Feasibility Report presented earlier this year. As a result, affected property owners will be assessed less than originally anticipated while still providing funding for the eligible assessable portion of the project.

Following the public hearing, the City Council may consider adoption of the attached assessment resolution.

Recommendation: Conduct the public hearing and adopt Resolution 2026-26 approving the assessments for the 2026 Street Improvement Project.

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

CITY OF SPRING LAKE PARK

RESOLUTION NO. 2026-26

RESOLUTION ADOPTING ASSESSMENT – 2026 STREET IMPROVEMENT PROJECT

WHEREAS, pursuant to proper notice duly given as required by law, the Council has met and heard and passed upon all objections to the proposed assessment for the 2026 Street Improvement Project, consisting of improvements to Plaza Boulevard from the right-of-way line at 85th Avenue to its southern terminus approximately 250 feet south of the centerline of Theorin Terrace; Theorin Terrace from the centerline of Plaza Boulevard to the centerline of Center Drive; Center Drive from the right-of-way line at 85th Avenue to the centerline of the Trunk Highway 10 Service Drive; Sunset Road from the right-of-way line at 85th Avenue to the centerline of the Trunk Highway 10 Service Drive; and the Trunk Highway 10 Service Drive from the right-of-way line at Anoka County Highway 10 west approximately 570 feet by rehabilitating said streets, along with any needed sanitary sewer, storm sewer, water system and sidewalk repairs discovered during the project; and

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

1. Such proposed improvement, a copy of which is attached hereto and made a part hereof, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed improvement in the amount of the assessment levied against it.
2. Such assessment shall be payable in equal annual installments extending over a period of 10 years, the first of the installments to be payable on or before the first Monday in January 2027, and shall bear interest at the rate of 5.10% per annum from the date of the adoption of this assessment resolution. To the first installment shall be added interest on the entire assessment from the date of this resolution until December 31, 2026. To each subsequent installment, when due, shall be added interest for one year on all unpaid installments.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the Administrator, Clerk/Treasurer, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of this resolution; and he/she may, at any time thereafter, pay to the Administrator, Clerk/Treasurer the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the next succeeding year.

4. The Administrator, Clerk/Treasurer shall forthwith a certified duplicate of this assessment to the county auditor to be extended on the property tax lists of the county. Such assessments shall be collected and paid over in the same manner as other municipal taxes.

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 15th day of June 2026.

APPROVED BY:

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator

EXHIBIT A

Plaza Boulevard

Property ID	Property Address	Owner	Frontage (ft.)	Final Assessment
01-30-24-12-0079	8485 PLAZA BLVD NE	LUNSETH PROPERTIES LLC	300	\$ 15,399.00
01-30-24-12-0044	8465 PLAZA BLVD NE	8465 HOLDINGS LLC	100	\$ 5,133.00

Theorin Terrace

Property ID	Property Address	Owner	Frontage (ft.)	Final Assessment
01-30-24-12-0044	8465 PLAZA BLVD NE	8465 HOLDINGS LLC	128	\$ 6,570.24
01-30-24-12-0032	8462 CENTER DR NE	CAS PROPERTIES LLC	128	\$ 6,570.24
01-30-24-12-0031	8455 PLAZA BLVD NE	WELLS FARGO BANK NA	256	\$ 13,140.48

Center Drive

Property ID	Property Address	Owner	Frontage (ft.)	Final Assessment
01-30-24-12-0038	1440 85TH AVE NE	PANTHER PLAZA LLC	50	\$ 2,566.50
01-30-24-12-0038	1440 85TH AVE NE	PANTHER PLAZA LLC	5	\$ 256.65
01-30-24-12-0079	8485 PLAZA BLVD NE	LUNSETH PROPERTIES LLC	195	\$ 10,009.35
01-30-24-12-0035	8470 CENTER DR NE	CAS PROPERTIES LLC	50	\$ 2,566.50
01-30-24-12-0034	8470 CENTER DR NE	CAS PROPERTIES LLC	3.5	\$ 179.66
01-30-24-12-0033	8470 CENTER DR NE	CAS PROPERTIES LLC	46.5	\$ 2,386.85
01-30-24-12-0032	8462 CENTER DR NE	CAS PROPERTIES LLC	50	\$ 2,566.50
01-30-24-12-0031	8455 PLAZA BLVD NE	WELLS FARGO BANK NA	256	\$ 13,140.48
01-30-24-12-0030		WELLS FARGO BANK NA	50	\$ 2,566.50
01-30-24-12-0029		WELLS FARGO BANK NA	50	\$ 2,566.50
01-30-24-12-0067	8407 PLAZA BLVD NE	NORTHLAND MANAGEMENT INC	200	\$ 10,266.00
01-30-24-12-0075		SLP CENTRAL INDUSTRIAL LLC	33	\$ 1,693.89
01-30-24-12-0073	8329 CENTRAL AVE NE	SLP CENTRAL INDUSTRIAL LLC	757.42	\$ 38,878.37
01-30-24-12-0007	8495 CENTER DR NE	EAGLE BROOK CHURCH	100	\$ 5,133.00
01-30-24-12-0008	8495 CENTER DR NE	EAGLE BROOK CHURCH	100	\$ 5,133.00
01-30-24-12-0009	8495 CENTER DR NE	EAGLE BROOK CHURCH	100	\$ 5,133.00

EXHIBIT A

01-30-24-12-0010	8465 CENTER DR NE	CASTRO PROPERTIES LLC	100	\$ 5,133.00
01-30-24-12-0011	8455 CENTER DR NE	EFC REAL ESTATE LLC	100	\$ 5,133.00
01-30-24-12-0012	8445 CENTER DR NE	CLIFTON PROPERTIES LLC	100	\$ 5,133.00
01-30-24-12-0013	8433 CENTER DR NE	JACOBS, MICHAEL B	100	\$ 5,133.00
01-30-24-12-0060		CENTER DRIVE HOLDINGS LLC	10	\$ 513.30
01-30-24-12-0068	8427 CENTER DR NE	QUARVE CONTRACTING INC	59.51	\$ 3,054.65
01-30-24-12-0081	8421 CENTER DR NE	CENTER DRIVE HOLDINGS LLC	60.29	\$ 3,094.69
01-30-24-12-0080	8419 CENTER DR NE	CENTER DRIVE HOLDINGS LLC	36.2	\$ 1,858.15
01-30-24-11-0075	8415 CENTER DR NE	CENTER DRIVE HOLDINGS LLC	28.5	\$ 1,462.91
01-30-24-12-0082	8413 CENTER DR NE	CENTER DRIVE HOLDINGS LLC	37.5	\$ 1,924.88
01-30-24-12-0065	8409 CENTER DR NE	CENTER DRIVE HOLDINGS LLC	49.99	\$ 2,565.99
01-30-24-12-0064	8407 CENTER DR NE	PORATH, DIANE KAY	50.01	\$ 2,567.01
01-30-24-12-0078	8401 CENTER DR NE	FRLJ, ADISA	344.95	\$ 17,706.28
01-30-24-11-0086	8370 SUNSET RD NE	GRAHAMCO LLC	206	\$ 10,573.98
01-30-24-11-0096	1501 COUNTY ROAD 10 NE	FRANCEN INVESTMENTS LLC	218.77	\$ 11,229.46

Sunset Road

Property ID	Property Address	Owner	Frontage (ft.)	Final Assessment
01-30-24-11-0082	8498 SUNSET RD NE	EAGLE BROOK CHURCH	229.7	\$ 11,790.50
01-30-24-11-0081		EAGLE BROOK CHURCH	262.7	\$ 13,484.39
01-30-24-11-0078		SPRING LAKE PARK TREES LLC	100	\$ 5,133.00
01-30-24-11-0079	8430 SUNSET RD NE	SPRING LAKE PARK TREES LLC	100	\$ 5,133.00
01-30-24-11-0080	8424 SUNSET RD NE	TINMEN LLC	100	\$ 5,133.00
01-30-24-11-0074	8420 SUNSET RD NE	MLG PROPERTIES LLC	75	\$ 3,849.75
01-30-24-11-0071	8406 SUNSET RD NE	BUHL SUNSET LLC	106.75	\$ 5,479.48
01-30-24-11-0072		BUHL SUNSET LLC	100.05	\$ 5,135.57
01-30-24-11-0068		BUHL SUNSET LLC	75	\$ 3,849.75
01-30-24-11-0069		BUHL SUNSET LLC	131.3	\$ 6,739.63
01-30-24-11-0086	8370 SUNSET RD NE	GRAHAMCO LLC	262.7	\$ 13,484.39
01-30-24-11-0098	1541 COUNTY ROAD 10 NE	DYNO FIVE LLC	422.3	\$ 21,676.66
01-30-24-11-0091	8493 SUNSET RD NE	PALMQUIST, MICHAEL JOHN	97.85	\$ 2,116.35
01-30-24-11-0102	8483 SUNSET RD NE	NELSON, KEVEN	114.85	\$ 2,116.35

EXHIBIT A

01-30-24-11-0048	8457 SUNSET RD NE	COMPLETE COMMERCIAL STRUCTURES LLC	162	\$ 8,315.46
01-30-24-11-0047	8445 SUNSET RD NE	JOCHUM CYRIL & JOANNE	100.7	\$ 5,168.93
01-30-24-11-0049	8445 SUNSET RD NE	JOCHUM CYRIL & JOANNE	162.7	\$ 8,351.39
01-30-24-11-0050	8429 SUNSET RD NE	HALL, SCOTT R.	100	\$ 2,116.35
01-30-24-11-0052	8425 SUNSET RD NE	FREDERICKSON, SUSAN	75	\$ 2,116.35
01-30-24-11-0053	8413 SUNSET RD NE	SCHENDEL, BARBARA	75	\$ 2,116.35
01-30-24-11-0051	8401 SUNSET RD NE	SHAMSO, JAMA MIRE	112.7	\$ 2,116.35
01-30-24-11-0055	8395 SUNSET RD NE	BRANDT, JAN C	66	\$ 2,116.35
01-30-24-11-0054	8391 SUNSET RD NE	SHERVA, ELIZABETH E.	91.54	\$ 2,116.35
01-30-24-11-0103	8383 SUNSET RD NE	VONDRACHEK FAMILY LLLP	105.16	\$ 5,397.86
01-30-24-11-0059	8375 SUNSET RD NE	LARAS ERH PROPERTIES LLC	110	\$ 5,646.30
01-30-24-11-0058	8365 SUNSET RD NE	DCB ENTERPRISES LLC	94	\$ 4,825.02
01-30-24-11-0060		DCB ENTERPRISES LLC	121.4	\$ 6,231.46
01-30-24-11-0061	8333 SUNSET RD NE	BERQUIST, DEWAYNE D TRUSTEE	200	\$ 10,266.00
01-30-24-11-0105	8301 SUNSET RD NE	SUNSET MANAGEMENT LLC	<u>294.15</u>	\$ 15,098.72

County Road 10 Service Drive

Property ID	Property Address	Owner	Frontage (ft.)	Final Assessment
01-30-24-14-0005	1639 COUNTY ROAD 10 NE	NOAHS ARK AFFORDABLE HSNG INC	514.6	\$ 26,414.42



Stantec Consulting Services Inc.
733 Marquette Avenue, Suite 1000
Minneapolis MN 55402-2314

June 9, 2026

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

Re: 2026 STREET IMPROVEMENTS PROJECT
Project No. 193807587
Bid Results and Contract Award

Dear Dan:

Bids were opened for the 2026 Street Project on May 11, 2026. Attached is a copy of the Bid Tabulation for your files. Copies will also be distributed to each Bidder once the Project has been awarded. The project includes a mill and overlay of Plaza Boulevard, Theorin Terrace, Center Drive, Sunset Road and a portion of the Co. Rd. 10 Service Drive. The project also includes and Alternate Bid for and edge mill and overlay on Westwood Road and 83rd Avenue (mill and pave the outer 6-feet on both streets).

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

	Contractor	Base Bid	Alternate Bid 1
Low	Asphalt Surface Technologies Corp.	\$383,161.70	\$40,392.00
#2	North Valley, Inc.	\$391,854.39	\$47,124.00
#3	Park Construction Company	\$399,784.50	\$35,190.00
#4	GMH Asphalt Corporation	\$418,691.50	\$39,168.00
#5	Bituminous Roadways	\$430,257.50	\$38,250.00
#6	Northwest	\$443,629.70	\$42,534.00

The low Bidder on the Project was Asphalt Surface Technologies Corp. These Bids have been reviewed and found to be in order. If the City Council wishes to award the Project to the low Bidder, then **Asphalt Surface Technologies Corp.** should be awarded the Project. The City has two options for award:

Option 1, Base Bid Only. Award the bid to Asphalt Surface Technologies based on the **Total Base Bid Amount of \$383,161.70.**

Option 2, Base Bid plus Alternate 1. Award the bid to Asphalt Surface Technologies based on the **Total Base Bid Amount of \$383,161.70 plus the alternate bid amount of \$40,392.00 for a total amount of \$423,553.70.** We recommend this option.

Should you have any questions, please feel free to contact me at 612-712-2000.

Sincerely,

STANTEC CONSULTING SERVICES INC.

Phil Gravel, City Engineer



Project Name: **2026 STREET IMPROVEMENTS PROJECT**

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

City Project No.: _____

Stantec Project No.: 193807587

Bid Opening: Monday, May 11, 2026 at 1:00 AM CDT

Owner: **Spring Lake Park, Minnesota**

Phil Gravel
Phil Gravel, Principal
License No. 19864

Bidder No. 1

Bidder No. 2

Bidder No. 3

Bidder No. 4

Asphalt Surface Technologies Corp. aka ASTECH

BID TABULATION

North Valley, Inc.

Park Construction Company

GMH Asphalt Corporation

Item Num	Item	Units	Qty	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
BASE BID:											
1	MOBILIZATION	LS	1	\$19,500.00	\$19,500.00	\$14,424.84	\$14,424.84	\$21,700.00	\$21,700.00	\$22,200.00	\$22,200.00
2	TRAFFIC CONTROL	LS	1	\$2,750.00	\$2,750.00	\$2,612.80	\$2,612.80	\$2,450.00	\$2,450.00	\$2,540.00	\$2,540.00
3	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LIN FT	270	\$4.00	\$1,080.00	\$8.71	\$2,351.70	\$10.00	\$2,700.00	\$8.85	\$2,389.50
4	SAWING BIT. PAVEMENT (FULL DEPTH)	LIN FT	4400	\$2.64	\$11,616.00	\$2.07	\$9,108.00	\$2.30	\$10,120.00	\$2.10	\$9,240.00
5	REMOVE CURB & GUTTER OR CROSS GUTTER	LIN FT	1140	\$9.13	\$10,408.20	\$12.78	\$14,569.20	\$11.80	\$13,452.00	\$10.30	\$11,742.00
6	REMOVE CONCRETE VALLEY GUTTER OR SIDEWALK	SQ FT	750	\$3.08	\$2,310.00	\$2.91	\$2,182.50	\$2.40	\$1,800.00	\$2.66	\$1,995.00
7	REMOVE BITUMINOUS PAVEMENT (FOR PATCH)	SQ FT	9710	\$8.836.10	\$86,836.10	\$0.85	\$8,253.50	\$1.25	\$12,137.50	\$1.08	\$10,486.80
8	BITUMINOUS BASE PATCH SPECIAL (30-INCHES)	SQ FT	9710	\$3.03	\$29,421.30	\$3.06	\$29,712.60	\$4.50	\$43,695.00	\$3.30	\$32,043.00
9	MILL BITUMINOUS SURFACE (20-INCHES)	SQ YD	17620	\$1.43	\$25,196.60	\$1.56	\$27,487.20	\$1.65	\$29,073.00	\$1.86	\$32,773.20
10	BITUMINOUS MATERIAL FOR TACK COAT	GAL	1100	\$3.00	\$3,300.00	\$3.54	\$3,894.00	\$0.01	\$11.00	\$4.50	\$4,950.00
11	TYPE SP 9.5 WEARING COURSE MIX (3.C)	TON	2120	\$91.04	\$193,004.80	\$93.21	\$197,605.20	\$88.90	\$188,468.00	\$90.15	\$191,118.00
12	ADJUST VALVE BOX (WITH NEW TOP SECTION)	EACH	2	\$490.60	\$981.20	\$360.82	\$721.64	\$519.00	\$1,038.00	\$860.00	\$1,720.00
13	ADJUST MH FRAME & RING CASTING	EACH	12	\$871.20	\$10,454.40	\$813.47	\$9,761.64	\$990.00	\$11,880.00	\$1,361.00	\$16,332.00
14	ADJUST CB FRAME & RING CASTING	EACH	15	\$605.00	\$9,075.00	\$286.32	\$4,294.80	\$306.00	\$4,590.00	\$389.00	\$5,835.00
15	CONCRETE CURB & GUTTER DESIGN B618	LIN FT	750	\$30.80	\$23,100.00	\$28.31	\$21,232.50	\$32.10	\$24,075.00	\$29.25	\$21,937.50
16	CONCRETE DRIVEWAY CROSS GUTTER	LIN FT	400	\$28.00	\$11,200.00	\$27.22	\$10,888.00	\$28.60	\$11,440.00	\$26.45	\$10,580.00
17	7-INCH CONCRETE VALLEY GUTTER	SQ FT	750	\$11.66	\$8,745.00	\$27.22	\$20,415.00	\$10.80	\$8,100.00	\$26.45	\$19,837.50
18	4-INCH CONCRETE VALLEY GUTTER	SQ FT	60	\$699.60	\$41,976.00	\$27.22	\$1,633.20	\$10.80	\$648.00	\$26.45	\$1,587.00
19	EROSION AND SEDIMENT CONTROL	LS	1	\$3,300.00	\$3,300.00	\$1,251.97	\$1,251.97	\$3,040.00	\$3,040.00	\$2,506.00	\$2,506.00
20	5" LOAM TOPSOIL, SEED, FERTILIZER, & HYDROMULCH	SQ YD	270	\$22.55	\$6,088.50	\$19.53	\$5,273.10	\$27.80	\$7,506.00	\$47.60	\$12,852.00
21	4-INCH DOUBLE SOLID LINE, YELLOW - PAINT	LIN FT	3700	\$0.35	\$1,295.00	\$0.73	\$2,701.00	\$0.33	\$1,221.00	\$0.71	\$2,627.00
22	4-INCH SOLID LINE, WHITE - PAINT	LIN FT	4000	\$0.20	\$800.00	\$0.37	\$1,480.00	\$0.16	\$640.00	\$0.35	\$1,400.00
					\$383,161.70		\$391,854.39		\$399,784.50		\$418,691.50
ALTERNATE 1 - WESTWOOD RD. EDGE MILL AND OVERLAY:											
23	BITUMINOUS WEAR MILL AND PATCH SPECIAL (1.5-INCHES)	SQ FT	30600	\$1.32	\$40,392.00	\$1.54	\$47,124.00	\$1.15	\$35,190.00	\$1.28	\$39,168.00
					\$40,392.00		\$47,124.00		\$35,190.00		\$39,168.00
TOTAL ALTERNATE 1 - WESTWOOD RD. EDGE MILL AND OVERLAY:											

BID TABULATION

Bidder No. 1
Asphalt Surface Technologies
Corp. aka ASTECH

Bidder No. 2
North Valley, Inc.

Bidder No. 3
Park Construction Company

Bidder No. 4
GMH Asphalt Corporation

Item Num	Item	Units	Qty	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
	TOTAL BASE BID				\$383,161.70		\$391,854.39		\$397,784.50		\$418,691.50
	TOTAL ALTERNATE 1 - WESTWOOD RD. EDGE MILL AND OVERLAY:				\$40,392.00		\$47,124.00		\$35,190.00		\$39,168.00
	Contractor Name and Address:										
	Asphalt Surface Technologies (Corp. aka ASTECH 8348 Ridgewood Road St. Joseph, MN 56374 Phone: (320) 363-8500 Email: astechdale@hotmail.com Signed By: Dale R. Strandberg Title: Vice President Bid Security: Bid Bond Addenda Acknowledged: 1										
	North Valley, Inc. 20015 Iguana St. NW, Ste. 100 Nowthen, MN 55330 (763) 274-2580 les@northvalleyinc.net Leslie A. Bloom President Bid Bond 1										
	Park Construction Company 1481 81st Ave. NE Minneapolis, MN 55432 (763) 796-9800 cborene@parkconstructionco.com Charlie Borene Vice President Bid Bond 1										
	GMH Asphalt Corporation 9180 Lake Town Road Chaska, MN 55318 (952) 442-5288 estimating@gmhasphalt.com Brandon Bujrac Vice President Bid Bond 1										



Project Name: **2026 STREET IMPRO**

City Project No.: _____

Bid Opening: Monday, May 11, 2026

BID TABULATION

Item Num	Item	Units	Qty	Bidder No. 5		Bidder No. 6	
				Unit Price	Total	Unit Price	Total
BASE BID:							
1	MOBILIZATION	LS	1	\$20,000.00	\$20,000.00	\$20,350.00	\$20,350.00
2	TRAFFIC CONTROL	LS	1	\$10,000.00	\$10,000.00	\$4,600.00	\$4,600.00
3	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LIN FT	270	\$4.00	\$1,080.00	\$4.00	\$1,080.00
4	SAWING BIT. PAVEMENT (FULL DEPTH)	LIN FT	4400	\$2.00	\$8,800.00	\$2.80	\$12,320.00
5	REMOVE CURB & GUTTER OR CROSS GUTTER	LIN FT	1140	\$11.00	\$12,540.00	\$15.36	\$17,510.40
6	REMOVE CONCRETE VALLEY GUTTER OR SIDEWALK	SQ FT	750	\$5.00	\$3,750.00	\$3.66	\$2,745.00
7	REMOVE BITUMINOUS PAVEMENT (FOR PATCH)	SQ FT	9710	\$1.50	\$14,565.00	\$1.05	\$10,195.50
8	BITUMINOUS BASE PATCH SPECIAL (3.0-INCHES)	SQ FT	9710	\$4.00	\$38,840.00	\$5.25	\$50,977.50
9	MILL BITUMINOUS SURFACE (2.0-INCHES)	SQ YD	17620	\$3.00	\$52,860.00	\$0.92	\$16,210.40
10	BITUMINOUS MATERIAL FOR TACK COAT	GAL	1100	\$0.01	\$11.00	\$4.00	\$4,400.00
11	TYPE SP 9.5 WEARING COURSE MIX (3.C)	TON	2120	\$92.00	\$195,040.00	\$95.05	\$207,866.00
12	ADJUST VALVE BOX (WITH NEW TOP SECTION)	EACH	2	\$450.00	\$900.00	\$565.00	\$1,130.00
13	ADJUST MH FRAME & RING CASTING	EACH	12	\$950.00	\$11,400.00	\$825.00	\$9,900.00
14	ADJUST CB FRAME & RING CASTING	EACH	15	\$135.00	\$2,025.00	\$650.00	\$9,750.00
15	CONCRETE CURB & GUTTER DESIGN B618	LIN FT	750	\$28.50	\$21,375.00	\$32.28	\$24,210.00
16	CONCRETE DRIVEWAY CROSS GUTTER	LIN FT	400	\$28.50	\$11,400.00	\$41.08	\$16,432.00
17	7-INCH CONCRETE VALLEY GUTTER	SQ FT	750	\$10.75	\$8,062.50	\$26.25	\$19,687.50
18	4-INCH CONCRETE VALLEY GUTTER	SQ FT	60	\$10.75	\$645.00	\$26.80	\$1,608.00
19	EROSION AND SEDIMENT CONTROL	LS	1	\$6,500.00	\$6,500.00	\$4,850.00	\$4,850.00
20	5" LOAM TOPSOIL, SEED, FERTILIZER, & HYDROMULCH	SQ YD	270	\$32.00	\$8,640.00	\$21.02	\$5,675.40
21	4-INCH DOUBLE SOLID LINE, YELLOW - PAINT	LIN FT	3700	\$0.32	\$1,184.00	\$0.36	\$1,332.00
22	4-INCH SOLID LINE, WHITE - PAINT	LIN FT	4000	\$0.16	\$640.00	\$0.20	\$800.00
TOTAL BASE BID				\$430,257.50	\$443,629.70		
ALTERNATE 1 - WESTWOOD RD. EDGE MILL AND OVERLAY:							
23	BITUMINOUS WEAR MILL AND PATCH SPECIAL (1.5-INCHES)	SQ FT	30600	\$1.25	\$38,250.00	\$1.39	\$42,534.00
TOTAL ALTERNATE 1 - WESTWOOD RD. EDGE MILL AND OVERLAY:				\$38,250.00	\$42,534.00		

BID TABULATION

Bidder No. 6

Northwest

Bidder No. 5

Bituminous Roadways, Inc.

Item Num	Item	Units	Qty	Unit Price	Total	Unit Price	Total
	TOTAL BASE BID				\$430,257.50		\$443,629.70
	TOTAL ALTERNATE 1 - WESTWOOD RD. EDGE MILL AND OVERLAY:				\$38,250.00		\$42,534.00
	Contractor Name and Address:						
	Bituminous Roadways, Inc.						
	1520 Commerce Drive						
	Mendota Heights, MN 55120						
	Phone: (651) 686-7001						
	Email: info@bitroads.com						
	Signed By: Pam Hague						
	Title: Secretary						
	Bid Security: Bid Bond						
	Addenda Acknowledged: 1						
	Northwest						
	1451 Stagecoach Rd.						
	Shakopee, MN						
	(952) 445-1003						
	nick_hendrickson@nwasphalt.net						
	Nick Hendrickson						
	Estimator/PM						
	Bid Bond						
	1						

CITY OF SPRING LAKE PARK

RESOLUTION NO. 2026-27

A RESOLUTION ACCEPTING BIDS AND AWARDING CONTRACT FOR THE 2026 STREET IMPROVEMENTS PROJECT

WHEREAS, pursuant to advertisement for bids, bids were received, opened, and tabulated on May 11, 2026, for the 2026 Street Improvements Project; and

WHEREAS, the project generally consists of a mill and overlay of Plaza Boulevard, Theorin Terrace, Center Drive, Sunset Road, a portion of the County Road 10 Service Drive, and Alternate 1 consisting of edge mill and overlay improvements on Westwood Road and 83rd Avenue; and

WHEREAS, eight bids were received and reviewed by the City Engineer; and

WHEREAS, Asphalt Surface Technologies Corp. submitted the lowest responsive and responsible bid in the amount of \$383,161.70 for the Base Bid and \$40,392.00 for Alternate 1, for a total bid amount of \$423,553.70; and

WHEREAS, the City Engineer has reviewed the bids and recommends award of the contract to Asphalt Surface Technologies Corp. based upon the Base Bid and Alternate 1 in the total amount of \$423,553.70.

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

1. The City Council hereby accepts the bid of Asphalt Surface Technologies Corp. for the 2026 Street Improvements Project in the amount of Four Hundred Twenty-Three Thousand Five Hundred Fifty-Three Dollars and Seventy Cents (\$423,553.70), consisting of the Base Bid and Alternate 1.
2. The Mayor and City Administrator are authorized and directed to execute the construction contract and all related documents on behalf of the City, subject to the contractor providing the required bonds, insurance certificates, and other contract documents.
3. The City Administrator and City Engineer are authorized to administer the contract and approve change orders consistent with City policy and applicable law.

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 15th day of June 2026.

APPROVED BY:

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator



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

June 9, 2026

Mr. Dan Buchholtz, Administrator
City of Spring Lake Park
1301 Eighty-First Avenue NE
Spring Lake Park, MN 55432-2188

Reference: Authorize Design Phase – 2027-2028 Water Tower Maintenance Project

Dear Administrator Buchholtz,

The City has been planning for a water tower maintenance project for many years. This project includes full interior and exterior paint replacement on both the Able Street and Arthur Street water towers. The work has been included in all recent Capital Improvement Plan (CIP) discussions. As requested, we have prepared a work plan to provide engineering services for the project.

The following summarizes a work plan for the tasks necessary to complete the project. This information has been prepared in consultation with city staff and based on our experience with recent similar projects. Major portions of the work described herein will be completed by KLM Engineering, a firm specializing in engineering involving water towers.

Work Scope. The proposed Engineering Services for the project are summarized below. Note that the current request is only to proceed with Task 1 – Design Engineering. A request for authorization for the other tasks can occur in the future.

Task 1.0 – Design Engineering. Stantec will prepare plans and specifications and perform bidding services for the rehabilitation of the two towers. We assume that the city will keep the current tower painting scheme and that no new logo or color analysis will be required. Design documents will reflect the KLM evaluation specifics and will incorporate all City Staff comments. An updated Opinion of Probable Project Costs will be prepared with these documents.

After MDH and the City Council have approved the Project bid documents, the project will go through a competitive bidding process. We will facilitate advertising, make the bidding documents available on QuestCDN, and provide assistance during the bidding process. We will assist the City at the bid opening, prepare a bid tabulation/analysis, and make an award recommendation.

Task 2.0 – Grant Administration. At this time, the financing/funding source(s) for the project are unknown. The City is pursuing grant funding for the project as well as other sources of more traditional financing. Some grant funding requires environmental review and other grant administrations tasks. Therefore, we have included a planning level estimate in the full project cost estimate in the event that grant administration assistance is needed.

Task 3.0 – Antenna Management. KLM Engineering will assist the city with Antenna Management. As part of this process, KLM will work with the antenna companies through the notification, relocation, and

Reference: **Authorize Design Phase – 2027-2028 Water Tower Maintenance Project**

the reinstallation processes. It is possible that the city will be able to get financial escrow funds from the antenna companies for this work.

Task 4.0 - Construction Services. Detailed construction inspection services will provided by KLM Engineering. Stantec will also perform the following services during construction.

- Set up and conduct a preconstruction conference.
- Review Shop Drawings.
- Confer and act as the Utility's representative in matters between the Contractor and the City
- Attend regular progress meetings with City, KLM, and Contractor.
- Prepare Contractor's Request for Payment forms.
- Review KLM final inspection and final acceptance recommendation.
- Coordinate KLM final warranty inspection.
- Prepare Record Documents.

Estimated project cost. The current planning level estimate of total project costs is \$2,235,000 as summarized below.

Opinion of Probable Project Costs

Item	Estimated Cost	Notes
Design and Bidding (Stantec)	\$ 55,000.00	June 9, 2026 authorization request
Grant Admin and Environmental (Stantec)	\$ 25,000.00	<i>Estimate - depends on funding source</i>
Evaluation and Design (KLM)	\$ 30,000.00	Per 6/2/26 Proposal
Submittal Reviews (KLM)	\$ 7,000.00	Per 5/20/26 KLM message
Construction - Able Tower (2027)	\$ 780,000.00	Per 5/20/26 KLM message
Construction - Arthur Tower (2028)	\$ 975,000.00	Per 5/20/26 KLM message
KLM Antennae Management	\$ 42,000.00	Per 5/20/26 KLM message
2027 Construction Insp. (KLM)	\$ 67,300.00	Per 5/20/26 KLM message
2028 Construction Insp. (KLM)	\$ 95,200.00	Per 5/20/26 KLM message
2029 and 2030 KLM Warranty Inspections	\$ 8,100.00	Per 5/20/26 KLM message
2027-2028 Construction Mgmt. - Stantec	\$ 35,000.00	
2027-2028 Grant Admin. - Stantec	\$ 10,000.00	<i>Estimate - depends on funding source</i>
Contingency	\$ 105,400.00	Approx. 5%
TOTAL PROJECT	\$ 2,235,000.00	

Possible Project Schedule:

- Start Engineering Plans and Specifications: June 2026
- Bid Project: February 2027
- Award Contract: May 2027
- Start Construction: June 2027
- Substantial Completion: October 2028

June 9, 2026

Page 3 of 3

Reference: **Authorize Design Phase – 2027-2028 Water Tower Maintenance Project**

This is a multi-year project. Engineering can be completed in two steps: design and construction. At this time, **we request that the City Council Authorize preparation of plans and specifications and bidding for the 2027-2028 Water Tower Maintenance Project.** The estimated Stantec fee for this Task is \$55,000. Work will be completed in accordance with terms of our current City-Stantec Agreement.

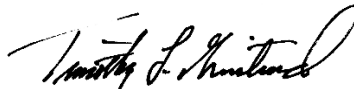
We also recommend that the City approve the June 2, 2026 Proposal for Engineering Services submitted from KLM Engineering. Their fee for the design phase is \$30,000. The City will contract directly with KLM for these services.

Please feel free to contact us if you have any questions or if you require any additional information. .

Regards,
STANTEC



Phil Gravel, City Engineer



Tim Grinstead, Project Manager

Cc: George Linngren, Public Works Director



**SPRING LAKE PARK,
MINNESOTA**

**Proposal for
Engineering Services**

June 2, 2026

June 2, 2026

Sent via Email Only

Dan Buchholtz
City Administrator
City of Spring Lake Park
1301 81st Avenue Northeast
Spring Lake Park, MN 55432

**RE: 250,000-Gallon Legged Water Tower "Able Street Tower"
500,000-Gallon Legged Water Tower "Arthur Street Tower"
Spring Lake Park, Minnesota**

Dear Mr. Buchholtz:

Thank you for considering KLM Engineering for your water tower rehabilitation projects. Choosing the right consultant is critical to protecting your investments, and KLM brings unmatched expertise and proven results to your projects.

We look forward to partnering with the City of Spring Lake Park and Stantec Engineering to deliver successful, cost-effective projects that stand the test of time.

Sincerely Yours,



KLM ENGINEERING, INC.

Dan Popehn
Director of Business Development
1976 Wooddale Drive, Suite 4
Woodbury, MN 55125
Cell: 612-743-3102
dpopehn@klmengineering.com

DISCLAIMER:

The information in this proposal is confidential, may be legally privileged, and is intended for the sole use of the City of Spring Lake Park and Stantec Engineering. Access to this proposal by another entity is not permitted. If you are not the intended recipient, any disclosure, copying, distribution of any action taken or committed in reliance on it is prohibited.

PROJECT TEAM CHART

Designed Specifically For:



PROJECT UNDERSTANDING

KLM Engineering, Inc. understands these projects to be the full reconditioning of the Able Street Water Tower and the Arthur Street Water Tower in Spring Lake Park, Minnesota. We understand that Stantec Engineering has been retained as the engineer of record and is the city engineer. KLM shall assist Stantec with these water tower projects. There were evaluations performed on each tower in 2022. At that time KLM gathered the necessary information and photos needed to complete a technical specification for these projects. KLM will develop robust technical specifications including drawings. Bidding assistance will be provided to Stantec throughout the bidding process. KLM and Stantec have worked together on many water tower projects, and we are confident these will be successful projects. We look forward to working with Spring Lake Park.

SCOPE OF SERVICES

1. SCOPE OF WORK

Phase	Description
Specifications & Bidding	Includes up to 2 revisions of project specifications

2. DESIGN (STANTEC)

The prime engineer will perform the following related specification services:

- ◆ Meet with the Owner to review plans and specifications.
- ◆ Produce preliminary and final copies of specifications.
- ◆ Provide updated cost estimates.
- ◆ Advertise specifications for bid.
- ◆ Facilitate mandatory pre-bid meeting (virtual).
- ◆ Include lettering and logo requirements.
- ◆ Respond in writing to bidder questions.
- ◆ Tabulate bid results for the Owner.
- ◆ Evaluate contractor proposals for compliance.
- ◆ Recommend the lowest qualified bidder(s) in writing.
- ◆ Prepare Notice of Award and forward contract agreement to Owner.

3. TECHNICAL SPECIFICATIONS (KLM)

Technical specifications include the following:

- ◆ Structure modifications, surface repairs, abrasive blasting, containment, disposal, dehumidification, coatings, safety, sterilization, and inspection.
- ◆ Photos of interior and exterior of tank.
- ◆ Drawings for structure repairs and modifications.
- ◆ Surface preparation requirements.
- ◆ Paint chip test results.

4. PROJECT SPECIFICATIONS

Specifications will include up to two revisions and cover:

- ◆ Advertisement for Bids – Legal advertisement requirements and project description.
- ◆ Instructions to Bidders – Scope of work, insurance, payments, completion time, qualifications, taxes, permits, bonds, and legal requirements.
- ◆ Bid Forms – Bid proposals, time frames, alternate bids, legal requirements, and qualification forms.
- ◆ Project Requirements – Project schedule, contract execution, meetings, quality assurance, liquidated damages, and technical requirements.
- ◆ Technical Specifications – Structure modifications, surface repairs, abrasive blasting, containment, disposal, dehumidification, coatings, safety, sterilization, and inspection.
- ◆ Supplemental Conditions – Amendments to General Conditions.
- ◆ General Conditions – Authority of Engineer, inspection, scope modifications, time extensions, insurance, and related items.
- ◆ Contract Documents – Agreement form between Owner and Contractor.
- ◆ Payment and Performance Bonds – Required per state law.
- ◆ Appendices – A: Photos, B: Drawings, C: Surface preparation requirements (AMPP SP0178-2007), D: Paint chip lead/chromium test results, E: Lettering and logo (provided by the Owner).

FEE SUMMARY

Fees are based on a 2026 engineering timeline.

A 3% annual escalation will be applied if engineering extends beyond 2026.

KLM Engineering Inc. Services

Specification and Bidding Assistance	<u>\$30,000.00</u>
TOTAL HOURLY, NOT TO EXCEED	\$30,000.00

NOTE: Additional engineering can be performed per our current fee schedule.

TERMS AND CONDITIONS

Below are KLM’s standard Terms and Conditions. The below Terms and Conditions are part of this Agreement between the City of Spring Lake Park and KLM Engineering, Inc., unless otherwise agreed to in writing by both parties.

AGREEMENT


This proposal is valid for sixty (60) days from the date of issuance. If the City of Spring Lake Park finds this proposal acceptable, please sign and return the signature page by email or mail. By signing and returning this page, you agree to the terms outlined in the entire proposal document.

This Agreement, between Spring Lake Park, Minnesota and KLM Engineering, Inc. is accepted by:

CITY OF SPRING LAKE PARK
1301 81st Avenue Northeast
Spring Lake Park, MN 55432

KLM ENGINEERING, INC.
1976 Wooddale Drive, Suite 4
Woodbury, MN 55125

Signature



Signature

Name

Dan Popehn

Name

Title

Director of Business Development

Title

Date

June 2, 2026

Date

We look forward to working with you.

Sincerely,

KLM ENGINEERING, INC.
Dan Popehn
Director of Business Development
1976 Wooddale Drive, Suite 4
Woodbury, MN 55125
Cell: 612-743-3102
Email: dpopehn@klmengineering.com

KLM ENGINEERING, INC. (KLM) **TERMS AND CONDITIONS**

1. **AGREEMENT.** The agreement between the parties when entered by the parties shall include the applicable referenced agreement documents (i.e., KLM proposal/Agreement) and shall include these KLM Terms and Conditions (the “Agreement”). The Agreement may not be modified except by mutual agreement in writing.
2. **ADDITIONAL SERVICES.** Additional work or services shall not be performed without a KLM executed change order or purchase order outlining the scope of additional work or services.
3. **KLM CLIENT RESPONSIBILITIES.** The KLM Client shall fully disclose to KLM its knowledge of the condition of the project structure(s), its past and present contents and shall provide KLM with full information regarding the requirements for the project; shall designate an individual to act on the KLM Client’s behalf regarding the project; and provide safe access to and at the project site. When reasonably requested by KLM, the KLM Client shall furnish the services of other consultants including, but not limited to engineers and insurance representatives. The KLM Client shall test for pollution and hazardous materials when required by law or as requested by KLM. The KLM Client shall provide KLM with all necessary permits and other authorizations.
4. **SAFETY.** KLM shall be responsible for the safety of KLM personnel at the project site. The KLM Client or other persons shall be responsible for the safety of all other persons at the project site. The KLM Client shall inform KLM of any known or suspected hazardous materials or unsafe conditions at the project site. If, during the course of the KLM services, such materials, or conditions are discovered at the project site, KLM reserves the right to take measures to protect KLM personnel and equipment or to immediately terminate KLM services. The KLM Client agrees to be responsible for, and agrees to pay, any such additional protection costs. Upon such discovery by KLM, KLM agrees to use commercially reasonable efforts to notify the KLM Client in writing, of hazardous materials or unsafe conditions regarding the project site.
5. **HAZARDOUS MATERIALS.** Unless otherwise agreed to in the scope of work with the KLM Client, KLM has no responsibility for the discovery, presence, handling, removal or disposal of or exposure of persons to hazardous materials at the project site. To the full extent permitted by the law, the KLM Client shall defend, indemnify, and hold harmless KLM, its employees and representatives from all claims, including costs and attorney fees, arising out of the presence of hazardous materials or exposure to the same on the job site.
6. **SITE ACCESS AND RESTORATION.** The KLM Client will provide KLM and its representatives with safe and legal project site access. It is understood by the KLM Client that in the normal course of KLM providing its services and work, some nominal damage to the project site may occur. KLM agrees to take reasonable commercial precautions to minimize such damage, if any. Restoration of the project site, if any, is the responsibility of the KLM Client, unless otherwise agreed to in writing in the scope of work.

7. **KLM LIMITED WARRANTY AND DISCLAIMER.** KLM will perform services consistent with the standard of care and skill normally performed by other like firms in the industry and profession at the time of this service and in the geographic area of the project. **EXCEPT AS EXPRESSLY STATED IN THIS SECTION, THERE ARE NO WARRANTIES, EXPRESS OR IMPLIED, BY OPERATION OF LAW OR OTHERWISE, PERTAINING TO THE PRODUCTS AND SERVICES SOLD UNDER THIS AGREEMENT. KLM DISCLAIMS ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. IN NO EVENT SHALL KLM BE LIABLE TO THE KLM CLIENT, ITS AGENTS, REPRESENTATIVES, EMPLOYEES, CUSTOMERS OR ANY OTHER THIRD PARTY, FOR ANY INCIDENTAL, INDIRECT, SPECIAL OR CONSEQUENTIAL DAMAGES, INCLUDING WITHOUT LIMITATION LOSS OF USE, LOSS OF REVENUE OR LOSS OF PROFIT, IN CONNECTION WITH OR ARISING OUT OF THIS AGREEMENT OR THE EXISTENCE, FURNISHING OR FUNCTIONING OF ANY ITEM OR SERVICES PROVIDED FOR IN THIS AGREEMENT OR FROM ANY OTHER CAUSE, INCLUDING WITHOUT LIMITATION CLAIMS BY THIRD PARTIES, EVEN IF KLM HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.**

8. **SCHEDULING.** Prior to KLM scheduling its services related to the project, the KLM Client shall furnish KLM with a written Agreement, purchase order or other written request for KLM services and shall give as much notice as reasonably possible in advance of the time when the KLM services are desired to commence. The KLM service schedule shall be mutually agreed upon by the parties in writing. If a KLM inspection is canceled or delayed after KLM personnel and/or equipment are in transit to the project site, then the KLM Client shall be billed, and the KLM Client agrees to pay for KLM time and expenses according to the then current KLM Fee Schedule for KLM time spent and KLM costs incurred. If KLM is unable to redirect KLM representatives to other third-party project sites on the canceled or delayed scheduled service day, at a minimum, the KLM Client will be billed and the KLM Client agrees to pay KLM for one (1) full day of KLM labor.

9. **INSURANCE.** KLM will maintain worker's compensation insurance and comprehensive general liability insurance. KLM will provide KLM Client with a certificate of insurance upon KLM Client's request.

10. **PAYMENT.** KLM will submit periodic invoices for KLM services provided and work performed. Invoices are due upon receipt. The KLM Client agrees to inform KLM of invoice questions or disputes within 10 business days of the invoice date. The KLM Client agrees to pay all undisputed KLM invoiced amounts within 45 days of the invoice date. The KLM Client agrees to pay interest on all overdue amounts at a rate of 1.5% per annum or the rate allowed by law, whichever is less, plus costs of collection, court costs, and reasonable attorney fees on all such amounts. If any undisputed invoice remains unpaid for 60 days, then KLM may, at its sole discretion, suspend or terminate services to the KLM Client without liability.

11. **INDEMNIFICATION.** KLM shall indemnify and hold harmless the KLM Client and its shareholders, directors, officers, members, governors and employees from liability, claims, losses, and damages arising out of or relating to the applicable Project, provided that such claims, costs, losses, or damages are attributable to bodily injury, sickness, disease, or death, or injury to, or destruction of tangible property, including the loss of use resulting therefrom to the extent caused by KLM's negligent acts or omissions.

The KLM Client shall indemnify and hold harmless KLM and its shareholders, directors, officers, members, governors and employees from liability, claims, losses, and damages arising out of or relating

to the applicable Project, provided that such claims, costs, losses, or damages are attributable to bodily injury, sickness, disease, or death, or injury to, or destruction of tangible property, including the loss of use resulting therefrom to the extent caused by the KLM Client's negligent acts or omissions. Further, the KLM Client shall indemnify and hold harmless KLM from all claims or losses arising out of the unauthorized use of KLM's Documents.

12. **LIMITATION OF LIABILITY. IN NO EVENT SHALL KLM OR THE KLM CLIENT BE LIABLE, ONE TO THE OTHER, FOR INDIRECT, SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES ARISING OUT OF OR IN CONNECTION WITH THE FURNISHING, PERFORMANCE OR USE OF ANY PRODUCTS OR SERVICES PROVIDED PURSUANT TO THIS AGREEMENT.**
13. **DELAYS.** If KLM service or work delays are caused by the KLM Client, by third parties, strikes, natural causes, weather, or other circumstances beyond KLM's control, a reasonable time extension for performance of KLM services and work shall be granted, and KLM shall be entitled to and the KLM Client agrees to pay KLM an equitable fee adjustment.
14. **TERMINATION.** After seven (7) days written notice, either party may elect to terminate this Agreement. Notwithstanding the foregoing, the KLM Client agrees to pay for all KLM services provided and work performed through the date of termination. Notwithstanding the foregoing, the following sections shall survive the termination of this Agreement: Sections 5, 7, 10, 11, 12, 15, 16, 21 and 24.
15. **SEVERABILITY.** Any provisions of this Agreement later held to violate a law or regulation shall be deemed void, and all remaining provisions of the Agreement shall continue in full force and effect.
16. **KLM'S DOCUMENTS.** All reports, specifications, drawings and other documents furnished by KLM are part of KLM's services and work for the KLM Client and the same are for use only for the project (KLM Documents). KLM retains all ownership of said documents regardless of whether the project is completed. The KLM Client may retain copies of the KLM Documents for reference purposes. KLM does not represent or warrant that the KLM Documents are suitable for reuse on any extension of the project or on other projects. The KLM Client shall not use the KLM Documents without KLM's written consent.
17. **ASSIGNMENT.** KLM may not assign this Agreement to any other person unless written consent is obtained from the KLM Client.
18. **AMENDMENTS.** Any modification or amendment of to this Agreement shall require a written agreement signed by both Parties.
19. **NONDISCRIMINATION.** In the hiring of employees to perform work under this Agreement, KLM shall not discriminate against any person by reason of any characteristic or classification protected by state or federal law.
20. **GOVERNING LAW.** This Agreement shall be governed by and interpreted in accordance with the laws of the State of Minnesota without regard to or application of conflicts of law rules or principles. All

proceedings related to this Agreement shall be venued in **Washington County, Minnesota.**

21. **AUDIT.** Pursuant to **Minnesota Statutes, § 16C.05, Subdivision 5**, KLM agrees that the KLM Client, the State Auditor, or any of their duly authorized representatives at any time during normal business hours and as often as they may reasonably deem necessary (but under all circumstances not more often than once per calendar year), shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, or records which are pertinent to the accounting practices and procedures of KLM, and involve transactions relating to this Agreement.
22. **JOB SITE IMAGES, PHOTOGRAPHY AND VIDEO.** During the term of this Agreement and thereafter, KLM has the KLM Client's permission to take photographs or video of the project site for training, documentation, education or KLM promotional purposes. A signed Agreement that includes these KLM Terms and Conditions constitutes the KLM Client's written permission to KLM regarding the use of the items and information set forth in this section.
23. **WAIVER.** The waiver by either party of any breach or failure to comply with any provision of this Agreement by the other Party shall not be construed as or constitute a continuing waiver of such provision or a waiver of any other breach of or failure to comply with any other provision of this Agreement.
24. **HEADINGS.** Section headings used in this Agreement are for convenience only, have no legal significance, and in no way change the construction or meaning of the terms hereof.
25. **ENTIRE AGREEMENT.** This Agreement supersedes any prior or contemporaneous representations or agreements, whether written or oral, between the Parties and contains the entire agreement.

End of the KLM Terms and Conditions.

Rev 2022.11.23

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Memorandum

To: Mayor Nelson and Members of the City Council

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

Date: June 10, 2026

Subject: Terrace Park Building Replacement – Architectural & Engineering Services

Staff is requesting City Council authorization to enter into an agreement with Stantec for architectural and engineering design, bidding, and construction administration services for the Terrace Park Building Replacement Project. Stantec has submitted a proposal based on the building concept reviewed with City staff on May 19, 2026.

The proposed scope includes preparation of construction documents, bidding assistance, construction administration, and required inspections. The project is anticipated to be constructed through a partnership between a general contractor and students participating in the Spring Lake Park High School construction trades program. The proposal includes not-to-exceed fees of \$77,500 for design services, \$6,100 for bidding services, and \$59,500 for construction administration services, plus reimbursable expenses.

Timely authorization of these services is critical to maintaining the project schedule. Staff's goal is to bid the project this summer and complete demolition, foundation work, utility rough-ins, and concrete floor slab construction before the first week of October 2026, when students in the Spring Lake Park High School construction trades program are scheduled to begin framing and vertical construction activities. Delays in design or bidding could jeopardize the ability to utilize the trades program for this project and could result in increased project costs. The proposed schedule calls for construction to begin in August 2026, with substantial completion anticipated in May 2027.

Recommendation: Approve the Stantec proposal for professional services related to the Terrace Park Building Replacement Project.

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



Stantec Architecture Inc.
733 Marquette Avenue, Suite 1000, Minneapolis, MN 55402

May 29, 2026

Mr. Daniel R. Buckholtz
City Administrator, Clerk/Treasurer
City of Spring Lake Park
1301 81st Avenue NE
Spring Lake Park, MN 55432

Reference: Spring Lake Park Terrace Park Building Replacement Design and Construction Services Proposal

Dear Dan,

Thanks for the opportunity to submit this proposal to provide architectural and engineering design services, bidding phase services and construction phase services for the Spring Lake Park Terrace Park Building Replacement.

This proposal is based on the revised plans and elevations from the May 19, 2026, design review meeting.

We understand this project will be a combination of General Contractor and Spring Lake Park High School construction class students. We will meet with the teachers to review the drawings to understand what they believe the students will be able to construct and what the General Contractor will be responsible for completing.

We will ask the teachers to provide a schedule showing when they can begin their portion of this project. This date will then be used to work backwards to establish the dates for bid issue, bid opening, contract award, contractor mobilization, demolition of the existing Terrace Park Building, and construction of the new building footings, foundation, underfloor plumbing and electrical work, and concrete floor slabs.

The bidding documents will require the General Contractor to provide a complete bill of materials for the project with their bid, including the materials that will be used by the students for their portion of the project. This list will be used by the City of Spring Lake Park to purchase the materials through the Minnesota Office of State Procurement.

We are proposing the following work scope:

DESIGN PHASE

1. Project kick-off meeting at the City Hall to review the project scope and schedule. Attending this meeting will be the project architect, structural, mechanical, and electrical engineers. At this meeting, we will discuss the park building replacement in detail so we understand what the City wants in terms of layout, access, interior finishes, building mechanical and electrical systems.

Reference: Spring Lake Park Terrace Park Building Replacement Design and Construction Services Proposal

2. Based on the information gathered during the kick-off meeting, we will prepare construction documents and specifications for this project. Project plans, specifications and bidding documents shall include the work noted above.
3. We will meet with City staff and teachers to review the drawings and specifications on a weekly basis during the design phase to keep everyone apprised of the design progress. All discussions will be documented and incorporated into the drawings and specifications prior to issuing for bidding.
4. We will attend a City Council meeting to present the bidding documents and request approval to issue the project for bidding.
5. Electrical will include a site electrical plan showing the utility transformer/service location and electrical service routing to the new building. Building electrical design will include interior lighting and lighting controls designed to meet applicable energy code requirements; exterior building-mounted lighting at doors and emergency egress locations as required by code; receptacles; power for mechanical, plumbing, Owner-furnished equipment, and miscellaneous electrical loads; fire alarm system requirements as required by code; panel schedules; one-line diagrams; and electrical details as required. Exterior parking lot lighting, site lighting, athletic court/field lighting, and sports lighting are excluded. Special electrical systems such as voice/data, fiber, door access, security, CCTV, and TV/AV systems will include empty conduit, boxes, pathways, and power provisions, with active equipment, cabling, terminations, programming, final device layouts, and commissioning by others.

Items 1 through 5 above will be performed under an hourly not-to-exceed fee of \$77,500.00. Reimbursable expenses will include mileage and printing/reproduction costs and are estimated to be no more than \$1,000.00.

BIDDING PHASE

1. Print drawings and specifications (bidding documents) – provide PDF copy of each
2. Advertise project per bidding requirements.
3. Organize, coordinate, and lead pre-bid conference.
4. Contact potential bidders to alert them to this project.
5. Upload bidding documents to QuestCDN.
6. Respond to bidders' questions.
7. Issue addenda to bidding documents, if required.
8. Attend bid opening and prepare bid tabulation.
9. Evaluate bids and prepare letter of contract award recommendation.
10. Prepare contracts, based on direction from Town Board.

May 29, 2026
Mr. Daniel R. Buckholtz
Page 3 of 4

Reference: Spring Lake Park Terrace Park Building Replacement Design and Construction Services Proposal

Items 1 through 10 above will be performed under an hourly not-to-exceed fee of \$6,100.00. Reimbursable expenses will include mileage and printing/reproduction costs and are estimated to be no more than \$500.00.

CONSTRUCTION PHASE

1. Provide construction contract administration and communication with Owner staff.
2. Organize, coordinate, and lead pre-construction conference.
3. Review contractor submittals and shop drawings for compliance with construction documents.
4. Conduct project progress meetings (every week).
5. Process requests for information, issue contract clarifications, process change orders.
6. Review and provide status of contractor submitted progress schedules.
7. Process contractor pay requests.
8. Provide bi-weekly observation during construction with written field report.
9. Provide review of start-up reports, be on site for start-ups during construction.
10. Provide substantial completion inspection and punch list for contractor and issue certificate of substantial completion.
11. Provide final inspection and punch list for contractor.
12. Review final submittal from contractor with respect to conformance with contract documents.
13. Provide and verify record drawings (as-builts) based upon contractor's mark-up and field observation.
14. Final walk-through with Owner when all punchlist items have been addressed.
15. Process final pay requests and project closeout.
16. Provide special inspections per 2020 Minnesota State Building Code.

We are anticipating the construction phase for this work will require up to 10 months. We propose to complete the Construction Phase tasks on an hourly basis. We propose a Not-to-Exceed amount of \$59,500.00 for items 1 through 16 above, plus Reimbursable Expenses. Reimbursable expenses are estimated at no more than \$2,000.00 for the entire construction phase. We understand that the value of this Not-to-Exceed amount, totaling \$61,500.00, cannot increase without further authorization from the City of Spring Lake Park.



May 29, 2026
Mr. Daniel R. Buckholtz
Page 4 of 4

Reference: Spring Lake Park Terrace Park Building Replacement Design and Construction Services Proposal

PROPOSED SCHEDULE

Submit Proposal	May 29, 2026
Start Design	June 3, 2026
Issue for Bidding	June 18, 2026 – July 2, 2026
Bid Opening	July 9, 2026 – July 23, 2026
Start Construction	August 3, 2026 – August 17, 2026
Substantial Completion	May 2027
Final Completion	June 2027

The schedule above is based on having the existing park building removed in its entirety and the new park building footings, foundations, underfloor plumbing and electrical rough-ins, and floor slab poured prior to the Spring Lake Park High School construction classes starting the wall framing on Monday, October 5, 2026.

Should you wish to discuss any of the information above in further detail, please do not hesitate to call me at (612) 712-2108. If this proposal is acceptable, please sign and return a copy of the attached Standard Terms and Conditions.

Regards,

STANTEC CONSULTING SERVICES INC.

A handwritten signature in blue ink that reads "Bruce P. Paulson".

Bruce P. Paulson, RA
Senior Project Manager/Architect
Phone: (612) 712-2108
Cell: (651) 492-9089
Bruce.Paulson@stantec.com

c. File



City of Spring Lake Park
Engineer's Project Status Report

To: Council Members and Staff
From: Phil Gravel

Re: **Status Report for 06.15.26 Meeting**
File No.: R:\client\municipal\spring_lake_park_ci_mn (18GEN)

Note: Updated information is shown in *italics*.

2026 Sanitary Sewer Service Clean and Grout Project (193807597). Council authorized this sewer lateral cleaning and grouting project in December 2025. *Bids and construction will be in 2026.*

2026 Street Project (193807587). This project consists of a street mill and overlay project on Plaza Blvd., Theorin Terrace, Center Drive, Sunset Rd. and a portion of the Hwy-10 Frontage Road. Neighborhood Meeting was held on March 31st. First Improvement Hearing was on 4/7/2026. *Bids came lower than anticipated.*

Public Assessment Hearing will be on June 15th. Council can consider project award after the Assessment Hearing.

Storm Sewer Televising Project. The Public Works Director obtained quotes for storm sewer televising and inspection to use for evaluating the need for storm lining projects. The contractor, American Environmental, has completed the televising. *Data was sent to the City on 4/22/26. Need to determine next steps.*

2025 AT&T on Arthur tower [Escrow # ME2025-0001]. AT&T replaced equipment under this project. *The Contractor (Vinco) has completed their work. KLM Engineering (representing the City) completed a final inspection on 4/28/2026 and issued a final approval letter on 6/7/26.*

Future Water Tower Painting Project (19380xxxx). The CIP includes new coatings on the Able and Arthur water towers in 2027 and 2028. City Administrator has applied for Congressional funding. *Next steps are to have KLM review previous inspections and to begin the design process. See separate letter requesting authorization to begin design phase of the project.*

Terrace Park Drainage Improvements Project (193807324). The Parks and Rec. Director has indicated that a drainage and draintile project might be necessary for Terrace Park. A letter outlining the project and a request to proceed to bidding will be presented at a forthcoming meeting.

Terrace Park New Park Building (193807324). *Working with the Parks and Rec. Director on schematic drawings for a new park building. See separate letter regarding design.*

2026 Anoka County Highway 10 Paving Project: Construction on the Anoka County Rd. 10 project construction is proceeding on schedule.

Please contact Evan Monson, Bruce Paulson, Jack Menke, Mark Janovek, or me if you have questions.

