



CITY COUNCIL REGULAR AGENDA

MONDAY, DECEMBER 16, 2024

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

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. ADDITIONS OR CORRECTIONS TO AGENDA**
- 5. PRESENTATION**
 - [A.](#) Ceremonial Swearing In of Police Officer Ashlyn Haste
- 6. DISCUSSION FROM THE FLOOR**
- 7. CONSENT AGENDA**
 - [A.](#) Approval of Minutes - December 2, 2024 City Council Meeting
 - [B.](#) Approval of Claims List - General Disbursement #24-21 - \$1,036,094.71
 - [C.](#) Revenue and Expenditure Report - November 2024
 - [D.](#) Statement of Fund Balance - November 2024
 - [E.](#) Resolution 2024-71 - Accepting Donation from Barbara Yawn
 - [F.](#) Resolution 2024-74, Authorizing Application for Community Development Block Grant (CDBG)
 - [G.](#) Approval of SafeAssure Annual Contract
 - [H.](#) Full and Final Release between Stantec and City of Spring Lake Park
 - [I.](#) Contractor's Licenses
 - [J.](#) Business Licenses
 - [K.](#) Kennel License
- 8. DEPARTMENT REPORTS**
 - [A.](#) Police Report
 - [B.](#) Parks and Recreation Report
- 9. PUBLIC HEARING**
 - [A.](#) Municipal Separate Storm Sewer System (MS4) Annual Report
- 10. ORDINANCES AND/OR RESOLUTIONS**
 - [A.](#) Ordinance 498, Adopting the 2025 Fee Schedule for the City of Spring Lake Park
 - [B.](#) Resolution 2024-66, Authorizing Summary Publication of Ordinance 498, An Ordinance Adopting the 2025 Fee Schedule for the City of Spring Lake Park
 - [C.](#) Resolution 2024-72, Adopting Final 2024 Taxes Collectable in 2025
 - [D.](#) Resolution 2024-73, Adopting 2025 General Fund Budget
- 11. NEW BUSINESS**
 - [A.](#) Approve City Hall Custodial Services Contract with Tegrete
 - [B.](#) Authorize Preparation of Plans and Bidding - 2025 Seal Coat and Crack Repair Project

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

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

12. REPORTS

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

13. OTHER

- A. Correspondence

14. ADJOURN

RULES FOR DISCUSSION FROM THE FLOOR AND PUBLIC HEARINGS

DISCUSSION FROM THE FLOOR

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

PUBLIC HEARINGS

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

The following format will be used to conduct the hearing:

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

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

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



OATH OF OFFICE

State of Minnesota)
) SS
Counties of Anoka and Ramsey)

*I, **Ashlyn Haste**, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Minnesota, and that I will discharge faithfully the duties of the office of **Patrol Officer** of the City of Spring Lake Park in the Counties of Anoka and Ramsey, the State of Minnesota, to the best of my judgment and ability, so help me God.*

Signature

Subscribed and sworn to before me this 16th day of December, 2024.

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

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council Regular was held on December 2, 2024 at the Able Park Building, 8200 Able Street NE, at 7:00 PM.

1. CALL TO ORDER

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

2. ROLL CALL

MEMBERS PRESENT

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

STAFF PRESENT

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

VISITORS

Robert Wynne	7742 Taylor Street NE	Spring Lake Park MN
Kari Potter	7843 Taylor Street NE	Spring Lake Park MN
Jim Miller	873 83 rd Avenue NE	Spring Lake Park MN
Maddy St. James	7891 Taylor Street NE	Spring Lake Park MN
Rob Shimanski	8025 Garfield Street NE	Spring Lake Park MN
Nick Hueser	7836 Taylor Street NE	Spring Lake Park MN
Paul & Judy Lieser	7849 Taylor Street NE	Spring Lake Park MN
John Beelen	7885 Taylor Street NE	Spring Lake Park MN
David Jaskela	837 83 rd Avenue NE	Spring Lake Park MN
Gary Schultz	7897 Taylor Street NE	Spring Lake Park MN

3. PLEDGE OF ALLEGIANCE

4. ADDITIONS OR CORRECTIONS TO AGENDA

None

5. DISCUSSION FROM THE FLOOR

Mr. Jim Miller, 873 83rd Avenue NE and Mr. David Jaskela, 837 83rd Avenue NE, both expressed concerns about the deteriorating conditions of the property at 8310 Able Street NE. Mr. Miller expressed ongoing frustrations about activity at a problematic property, including illegal burning, noise disturbances, and garbage accumulation. Mayor Nelson, Building Official Baker,

Police Chief Antoine and Attorney Thames all clarified the complexities of addressing the issues, including due process requirements, the legal eviction timeline, and limitations in finding actionable criminal violations. The property, though previously under scrutiny for alleged drug-related activities, has not yielded sufficient evidence for further legal action.

Mayor Nelson encouraged residents to report any new incidents to aid in resolving the situation while the city continues its legal and ordinance-based efforts to address the concerns.

6. CONSENT AGENDA

- A. Approval of Minutes - October 7, 2024 Work Session
- B. Approval of Minutes - October 21, 2024 Work Session
- C. Approval of Minutes - November 4, 2024 Work Session
- D. Approval of Minutes - November 4, 2024 City Council Meeting
- E. Approval of Minutes - November 18, 2024 Work Session
- F. Approval of Minutes - November 18, 2024 City Council Meeting
- G. Contractor's Request for Payment #9 - City Hall Renovation/Expansion - \$194,211.35
- H. Contractor's Request for Payment #10 - City Hall Renovation/Expansion - \$55,060.47
- I. Fourth Quarter Billing for 2025 Payable 2026 Property Tax Assessment - Ken Tolzmann
- J. Appointment of Erik Hendrickson to Parks and Recreation Commission
- K. Public Right of Way Application - Lumen/CenturyLink
- L. Annual Authorization to Not Waive Statutory Tort Limits – LMCIT
- M. Contractor's Licenses

Motion made by Councilmember Wendling to approve the Consent Agenda.

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

7. DEPARTMENT REPORTS

A. Public Works Report

Public Works Director Linngren gave an overview of the projects undertaken by the Public Works Department for the month of November. He stated that Austin Becker joined the Public Works team on November 6, 2024. He said that the Fall Cleanup in October was successful, and that dumpsters were made available for residents to dispose of their leaves. Director Linngren stated that the new equipment for Terrace Park Playground was delivered.

Director Linngren stated that a major achievement for the department was receiving \$320,000.00 in grants from BOWSR and CCWD for a new street sweeper.

B. Code Enforcement Report

Building Official Baker noted that letters regarding new rental registration were sent out on November 15, and so far, 40 properties have registered. He stated that there are still a significant number of properties still waiting for inspections. Building Official Baker said that the new electrical inspection system is now live.

8. PUBLIC HEARINGS**A. Improvement Hearing for 2025 Street Improvement Project (Resolution 2024-68)**

Motion made by Councilmember Wendling to open the public hearing.

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

Mayor Nelson opened the public hearing at 7:46 pm.

Engineer Gravel provided an overview of the improvement project. He said that the project focuses on two segments: 79th Avenue between Able Street and Highway 65, and Taylor Street Northeast between 79th Avenue and Osborne. He stated that these areas require surface milling, minor curb repairs, and a new overlay, without replacing underground utilities.

Engineer Gravel stated that the estimated project cost is \$405,400, split between the city and property assessments. He said that single-family homes will be assessed \$2,850, townhomes \$1,710, and non-residential properties based on frontage, will be charged \$84.88 per front foot. He said that following this hearing, the city plans to finalize designs, conduct bidding, and schedule construction for late June after addressing parade-related timing concerns. Engineer Gravel noted the final assessment numbers will be determined at in April 2025.

Residents raised questions about sidewalks, traffic impacts from the High School on Taylor Street and the commercial assessment.

Engineer Gravel confirmed there would be no sidewalk work. Administrator Buchholtz gave an overview of the cost for the assessments for commercial businesses.

Motion made by Councilmember Wendling to close the public hearing.

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

Mayor Nelson closed the public hearing at 8:10 pm.

Motion made by Councilmember Wendling to approve Resolution 2024-68 Improvement Hearing for 2025 Street Improvement Project.

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

B. Truth in Taxation Presentation

Motion made by Councilmember Wendling to open the public hearing.

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

Mayor Nelson opened the public hearing at 8:12 pm.

Administrator Buchholtz stated the 2025 Truth in Taxation (TNT) hearing, held on December 2, 2024, was convened to inform residents about the proposed budget and tax levy for 2025 and to provide an opportunity for public feedback. He said the hearing is mandated under Minnesota Statute 275.065 and marks a key milestone in the city's six-month budget preparation process.

Administrator Buchholtz highlighted the changes in the 2025 Budget as follows:

- Proposed 2025 Levy is \$4,721,272, an increase of 14.78%.
- General Government levy increase is 5.38%, from \$3,823,887 to \$4,029,435.
- Capital Improvement Fund levy to increase by 5.00% from \$183,560 to \$194,591.
- Street Improvement Levies to increase from \$24,078 to \$52,499, an increase of 218%. This increase funds the City's share of the 2024 Street Improvement Project.
- Debt Service levy increases from \$80,000 to \$444,747, due to debt service for City Hall Renovation/Expansion project.
- Proposed 2025 Budget is Balanced.
- General Fund revenues are anticipated to increase by 6.13%.
- Overall General Fund spending is set to increase by 6.13%.
- City's tax rate will increase from 37.752% in 2024 to 46.106% in 2025.

Administrator Buchholtz reported that the changes in the budget include:

- City is self-financing capital equipment needs, allowing money previously allocated for bond issuance costs and interest payments to fund equipment needs instead.
- Budget proposes adding a 12th licensed peace officer to the Police Department.
- Budget addresses inflationary increases such as salaries, benefits, fuel, increases in temporary salary ranges, printing and publication costs, and workers compensation insurance.
- Budget sets aside funds for Ash tree removals due to the Emerald Ash Borer epidemic.

Motion made by Councilmember Goodboe-Bisschoff to close the public hearing.

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

Mayor Nelson closed the public hearing at 8:25 pm.

C. 2025 Fee Schedule Ordinance

Administrator Buchholtz provided an overview of the proposed changes to the 2025 Fee Schedule. He outlined the following changes to the fee schedule:

- Residential and Commercial Plumbing & Mechanical Permits. Increased mechanical permit fees to cover cost of inspection.
- Park and Facility Rentals. Updated rental rates for park facilities, hockey rinks, and community spaces, with differential pricing for residents and non-residents. Maintained damage deposit for park facilities.
- Zoning and Development Fees. Adjustments to comprehensive plan amendments, conditional use permits (CUP), and interim use permits (IUP) to cover costs. Separate site plan from concept plan in the fee schedule.
- Administrative Offense Fees. Added an administrative offense penalty for cannabis use in parks or other public places.
- Licenses and Registrations. Cannabis related license categories added, reflecting recent legislative changes.
- Water, Sewer, and Street Fees. Revisions to water and sewer connection fees to account for inflationary growth for water and sewer infrastructure construction. Updated street opening and right-of-way permit fees to line up with the cost of performing the service.

Administrator Buchholtz is recommending that City Council adopt the proposed 2025 Fee Schedule ordinance to be effective January 1, 2025.

Motion made by Councilmember Wendling to close the public hearing.

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

Mayor Nelson closed the public hearing at 8:29 pm.

Mayor Nelson made the motion to table the approval of the 2025 Fee Schedule.

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

9. ORDINANCES AND/OR RESOLUTIONSA. Ordinance 498, Adopting the 2025 Fee Schedule for the City of Spring Lake Park

Tabled

B. Resolution 2024-66, Authorizing Summary Publication of Ordinance 498, An Ordinance Adopting the 2025 Fee Schedule for the City of Spring Lake Park

Tabled

C. Ordinance 499, Amending SLPC Chapter 11 and SLPC Chapter 16 Relating to Adult Use Cannabis Businesses

Administrator Buchholtz stated that the Planning Commission reviewed the proposed Cannabis Registration Ordinance at their November meeting. He stated that the Commission recommended approval of the original draft with two amendments. The two key changes were as follows:

- Reducing the buffer distance from schools from 1,000 feet to 500 feet.
- Adjusting business hours of operations from 10:00 am to 9:00 pm and from 8:00 am to 10:00 pm.

The council considered two versions of Ordinance 499: the original draft reviewed during an earlier work session and Ordinance 499A, revised by the planning commission. Councilmember Dircks advocated for aligning hours for cannabis businesses and temporary cannabis events to avoid confusion, particularly regarding businesses hosting events during operating hours.

Mayor Nelson recommended the revised Ordinance 499A be approved for adoption as it aligns with similar practices in other jurisdictions.

Councilmember Goodboe-Bisschoff asked about the buffer going from 1000 feet to 500 feet.

Attorney Thames provided clarification on the cannabis ordinance standards emphasizing that the initially proposed buffer zones between cannabis businesses and sensitive areas (schools, daycares, parks, residential facilities) were set at the maximum allowable limits under state law, which ranges from 500 to 1,000 feet. He stated that the council has the discretion to reduce these buffer distances as needed.

Attorney Thames noted that regarding business hours, the initially proposed draft followed the minimum hours allowed by law (10:00 am to 9 pm), with the Planning Commission recommending an adjustment: opening at 8:00 am and closing at 10:00 pm.

He stated that on Sundays, the law prohibits sales before 10:00 am, so the proposed hours would be from 10:00 am to 10:00 pm.

Mayor Nelson made the motion to approve Ordinance 499, Amending SLPC Chapter 11 and SLPC Chapter 16 Relating to Adult Use Cannabis Businesses, in the form recommended by the Planning Commission.

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

D. Resolution 2024-67, Authorizing Summary Publication of Ordinance 499, Amending SLPC Chapter 11 and SLPC Chapter 16 Relating to Adult Use Cannabis Businesses

Motion made by Mayor Nelson to approve Resolution 2024-67, Authorizing Summary Publication of Ordinance 499, Amending SLPC Chapter 11 and SLPC Chapter 16 Relating to Adult Use Cannabis Businesses.

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

E. Resolution 2024-69, Establishing 2025 Utility Rates for the City of Spring Lake Park

Administrator Buchholtz gave an overview of the proposed 2025 utility rates. He stated the base administrative rate will be \$19.45/quarter with the following rates per gallon based on tiered usage:

Tiered usage rates per 1,000 gallons:

- \$2.22 for 0–9,000 gallons/quarter
- \$2.51 for 9,001–18,000 gallons/quarter
- \$3.86 for 18,001–27,000 gallons/quarter
- \$4.30 for 27,001–36,000 gallons/quarter
- \$4.66 for 36,001–45,000 gallons/quarter
- \$5.06 for over 45,001 gallons/quarter

Administrator Buchholtz stated that sewer rates will be as follows:

- Single-family, Duplex, Townhomes - \$82.87/quarter/unit
- Apartments, Mobile homes, Institutional, Commercial & Industrial - \$82.87/quarter for 18,000 gallons plus \$4.82/1000 gallons over 18,000 gallons

Administrator Buchholtz noted additional charges on the utility bills will be as follows:

- Recycling Fee - \$14.97/quarter/residential unit
- Street Light Fee - \$4.37/quarter per water connection
- Minnesota Water Test Fee - \$2.43/quarter per water connection
- Storm Water Utility Fee - \$6.69/quarter per residential equivalency factor

Administrator Buchholtz said that the rate changes are necessary to cover rising costs of materials, labor, and infrastructure maintenance. He noted that despite the increases, the city remains highly competitive for utility rates compared to other North Metro cities.

Motion made by Councilmember Dircks to approve Resolution 2024-69, Establishing 2025 Utility Rates for the City of Spring Lake Park.

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

10. NEW BUSINESS

A. Approval of 2025 Public Utilities Budget

Administrator Buchholtz provided an overview of the proposed 2025 Public Utilities Budget for Fund 601 (Sewer and Water) and 603 (Stormwater). He stated that revenues and expenditures were increasing by 5.75% and 7.3% respectively. He noted that the factors driving the expenses include wages, benefits, treatment charges from the Metropolitan Council and system repairs.

Administrator Buchholtz said that to enhance resources, the Public Works position currently handling City Hall custodial tasks will be reallocated to utility maintenance, enabling contracted cleaning services for City Hall. He said the shift results in a \$32,000.00 budget impact, significantly less than the \$80,000.00 cost of hiring an additional employee.

Administrator Buchholtz stated that the budget also contributes to the Public Utilities Renewal and Replacement Fund, which supports capital improvement projects throughout the system.

Motion made by Councilmember Dircks to approve the 2025 Public Utilities Budget.

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

B. Approval of 2025 Recycling Budget

Administrator Buchholtz gave an overview of the 2025 Recycling budget. He stated that the revenues received are from the SCORE report and reimbursement from Xcel energy for fluorescent bulbs. He said to address the increase in wages, benefits and provider contract cost, the recycling fee will increase from \$13.60/quarter to \$14.97/quarter.

Motion made by Councilmember Wendling for Approval of 2025 Recycling Budget.

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

11. REPORTS

A. Attorney Report

Attorney Thames noted that the due diligence process for the properties at 8478 and 8494 Highway 65 is ongoing. He stated a delay in receiving a final report for one of the properties has pushed the expected closing dates to early 2025.

B. Engineer Report

Report accepted as presented.

C. Administrator Report

Administrator Buchholtz gave an update on the City Hall project. He stated that sheet rocking has begun. He stated a minor issue came up with the new electrical switchgear for the generator, requiring a specialized contractor to make the repairs. Administrator Buchholtz stated that once the switchgear is repaired the transition from the old transformer to the new one will be completed.

12. OTHER

A. Correspondence

None

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 adjourned at 8:55 pm.

Robert Nelson, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

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

Date: November 2024
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Claim Res. #24-21

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>		<u>AMOUNT</u>
76650	BUNKER PARK STABLE INC	HAYRIDE	\$	60.00
76651	CENTERPOINT ENERGY	MONTHLY UTILITIES	\$	257.32
76652	CONQUER NINJA GYM	2025 SPRING BREAK OUTING DEPOSIT	\$	100.00
76653	CRYSTEEL TRUCK EQUIPMENT INC	PARTS	\$	4,305.20
76654	ECM PUBLISHERS, INC.	10/26 RECYCLING EVENT/ FALL LEAF DROP AD	\$	600.00
76655	KATH FUEL OIL SERVICE	OIL	\$	210.16
76656	LEAGUE OF MN CITIES INS TRUST	CLAIMS DEDUCTIBLE BILLING	\$	523.06
76657	MANSFIELD SERVICE PARTNERS SOUTH, LLC	UNLEADED / DIESEL FUEL	\$	3,097.21
76658	MICHAEL LEDMAN	YOGA OCTOBER SESSION	\$	540.00
76659	NORTHLAND TRUST SERVICES, INC.	GEN OBLIG. IMPROVEMENT REFUNDING BOND	\$	296,145.00
76660	TOWMASTER	NEW PW TRUCK	\$	29,899.00
76661	TRUST IN US, LLC	ANNUAL MEMBERSHIPS	\$	350.00
76662	AMAZON CAPITAL SERVICES	SUPPLIES	\$	664.31
76663	ANOKA COUNTY TREASURY	GOV MEETING MEAL	\$	11.00
76664	ANTOINETTE MORTENSEN	11/05 GENERAL ELECTION JUDGE	\$	282.13
76665	ARLETHA BLANKS	11/05 GENERAL ELECTION JUDGE	\$	277.50
76666	AT & T MOBILITY	CELL PHONE SERVICES	\$	1,217.81
76667	CADY BUSINESS TECHNOLOGIES	PHONE SYSTEM	\$	843.17
76668	CAR WASH PARTNERS INC (dba: MISTER CAR WASH)	CAR WASHES	\$	48.00
76669	CAROL SORENSON	11/05 GENERAL ELECTION JUDGE / TRAINING	\$	314.50
76670	CAROLYN LOHMAN	11/05 GENERAL ELECTION HEAD JUDGE	\$	300.00
76671	CARSON, CLELLAND & SCHREDER	ATTORNEY SERVICES	\$	10,092.25
76672	CINTAS	FLOOR MATS	\$	138.47
76673	COMPUTER INTERGRATION TECHNOLOGIES	RETAINER / 1 YEAR SSL	\$	10,150.00
76674	CRYSTEEL TRUCK EQUIPMENT INC	PARTS FOR BEN'S V-PLOW	\$	975.94
76675	DARRELL RITZEMA	11/05 GENERAL ELECTION JUDGE	\$	277.50
76676	DAVID NOVAK	11/05 GENERAL ELECTION JUDGE	\$	277.50
76677	DEBORAH OSGOOD	11/05 GENERAL ELECTION JUDGE	\$	282.13
76678	DEBORAH PHILLIPS	MANDALA ROCK CLASS	\$	125.00
76679	ECM PUBLISHERS, INC.	PH YSMN INVESTMENT / LEAF DROP ONLINE AD	\$	409.12
76680	ELEANOR PUUMALA	11/05 GENERAL ELECTION JUDGE / PAT	\$	314.50
76681	ERNA THOMLEY	11/05 GENERAL ERNCTION JUDGE	\$	282.13
76682	EYER, GLORIA	11/05 GENERAL ERNCTION JUDGE	\$	277.50
76683	FASCO, INC	PASS THROUGH LOCKER	\$	14,075.00
76684	FIELD TRAINING SOLUTIONS	FTO BASIC ONLINE-DRINKWINE	\$	295.00
76685	GOPHER STATE ONE-CALL INC	LOCATES	\$	118.80
76686	HAROLD SORENSON	11/05 GENERAL ELECTION JUDGE / TRAINING	\$	319.13
76687	HERB HOPPENSTEDT	11/05 GENERAL ELECTION JUDGE / SUPPLY CHEI	\$	323.75
76688	J.R.'S APPLIANCE DISPOSAL	10/26 RECYCLING EVENT	\$	2,989.60
76689	JILL MASON	CLASSES & SUPPLIES	\$	325.85
76690	JIMMY RODRIQUEZ / FREE & EASY	FREE & EASY TOWER DAYS 2025 DEPOSIT	\$	350.00
76691	JOANN HYDEMAN	11/05 GENERAL ERNCTION JUDGE	\$	277.50
76692	JOHN FAIRBAIRN	11/05 GENERAL ERNCTION JUDGE	\$	291.38
76693	JOSH ANTOINE	CELL PHONE REIMBURSEMENT	\$	50.00
76694	JOSLYN CASTLE & GARDENS	OMAHA HOLIDAY TOUR	\$	570.00
76695	JUDY ANN ROGGE	11/05 GENERAL ELECTION HEAD JUDGE / DEBRII	\$	340.00
76696	JULIUS COSTANZA	11/05 GENERAL ELECTION JUDGE	\$	277.50
76697	KAREN HOKENSON	11/05 GENERAL ELECTION HEAD JUDGE/ TRAINI	\$	330.00
76698	KATHY ROTHAM	11/05 GENERAL ELECTION HEAD JUDGE / PAT	\$	390.00
76699	KELLY DELFS	11/05 GENERAL ELECTION JUDGE	\$	277.50
76700	KENNETH WENDLING	11/05 GENERAL ELECTION JUDGE	\$	282.13

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

Date: November 2024
Page: 2
Claim Res. #24-21

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
76701	KIRSTEN STRAND	11/05 GENERAL ELECTION JUDGE	\$ 277.50
76702	LANGUAGE LINE SERVICES	INTERPRETATION SERVICES	\$ 152.44
76703	LAURANE ELY	11/05 GENERAL ELECTION JUDGE	\$ 277.50
76704	LINDA HANSEN	11/05 GENERAL ELECTION JUDGE	\$ 300.00
76705	LISA MONSON-HOKENSON	11/05 GENERAL ELECTION HEAD JUDGE / DEBRII	\$ 345.00
76706	LISA MURPHY	UNIFORM ALLOWANCE-MARHSALL'S REIMB	\$ 29.99
76707	MANSFIELD SERVICE PARTNERS SOUTH, LLC	UNLEADED FUEL	\$ 746.69
76708	MARIE RIDGEWAY LISS, LLC	SLP POWER PROGRAM	\$ 400.00
76709	MARILYN TROOP	11/05 GENERAL ELECTION JUDGE	\$ 319.13
76710	MARTIN-MCALLISTER	PUBLIC SAFETY ASSESSMENT - PHAM	\$ 625.00
76711	MARY KAY PILTZ	11/05 GENERAL ELECTION JUDGE	\$ 286.75
76712	METRO SALES, INC	COPIER SERIVCE	\$ 170.00
76713	METRO-INET	DATA SERVICES	\$ 173.00
76714	METROPOLITAN COUNCIL	WASTE WATER SERVICES DEF REV	\$ 51,957.59
76715	MHSRC/RANGE	MATRURE DRIVER AM / PM CLASSES	\$ 1,020.00
76716	MICHAEL MOREHOUSE	11/05 GENERAL ELECTION JUDGE	\$ 282.13
76717	MINNESOTA RECREATION AND PARK ASSOCIATION	PARK & REC DIRECTOR JOB POSTING	\$ 175.00
76718	NANCY ROSE-BALAMUT	11/05 GENERAL ELECTION HEAD JUDGE / PAT	\$ 400.00
76719	NAPA AUTO PARTS	PARTS	\$ 180.09
76720	NICK HUESER	11/05 GENERAL ELECTION JUDGE / PAT	\$ 314.50
76721	NOVACARE REHABILITATION	EMPLOYMENT TESTING - GULBRANSON	\$ 185.00
76722	OLSON, ELIZABETH	PARK RENTAL DAMAGE DEPOSIT REFUND	\$ 100.00
76723	OMAHA COMMUNITY PLAYHOUSE	OMAHA HOLIDAY TOUR	\$ 1,054.00
76724	OMAHA POLISH HOME	OMAHA HOLIDAY TOUR	\$ 836.00
76725	PAMELA HAMACK	1940'S HOLIDAY RADIO SHOW REFUND	\$ 75.00
76726	RILEY BUS SERVICE INC	OMAHA HOLIDAY TOUR BUS	\$ 4,600.00
76727	SHARON DEINKEN	11/05 GENERAL ELECTION JUDGE	\$ 282.13
76728	SOCIAL CLUB SIMPLE	SOCIAL MEDIA / GOOGLE SHEETS CLASSES	\$ 30.00
76729	STACEY HENDREN	11/05 GENERAL ELECTION JUDGE	\$ 282.13
76730	STREICHER'S	RANGE EQUIP & SUPPLIES / BP VEST-LEMKE	\$ 450.97
76731	TERRY CRONIN	11/05 GENERAL ELECTION JUDGE / TRAINING	\$ 314.50
76732	THE DURHAM MUSEUM	OMAHA HOLIDAY TOUR	\$ 528.58
76733	TRUST IN US, LLC	DOT PRE-EMPLOYMENT DRUG TEST-BECKER	\$ 58.00
76734	USS MINNESOTA ONE MT LLC	SOLAR	\$ 14,058.46
76735	WALTERS RECYCLING REFUSE SERV	FALL LEAF DROP / MONTHLY RECYCLING SERVIC	\$ 12,328.25
76736	WANNIE-MAE PARSONS	11/05 GENERAL ELECTION JUDGE / TRAINING	\$ 314.50
76737	XCEL ENERGY	MONTHLY UTILITIES	\$ 76.13
76738	1ST CHOICE DOCUMENT DESTRUCTION	10/26 RECYCLING EVENT	\$ 800.00
76739	ALL SEASON OUTDOOR MAINTENANCE	4 LOADS BLACK DIRT	\$ 1,384.00
76740	ALLISON CURTIS	RED CROSS BABYSITTER COURSE	\$ 330.00
76741	ANDREWS TECHNOLOGY HMS, INC	UKG WEB-BASE TIME & ATTENDANCE SYSTEM	\$ 7,547.00
76742	BATTERIES PLUS BULBS	BATTERIES	\$ 17.80
76743	BEISSWENGER'S	FILTER, GAS CAP, FUEL TANK	\$ 138.35
76744	CARDINAL INVESTIGATIONS	BACKGROUND CHECKS--SCHNEPF / HASTE	\$ 845.00
76745	CENTERPOINT ENERGY	MONTHLY UTILITIES	\$ 159.13
76746	CHANHASSEN DINNER THEATRES	WHITE CHRISTMAS / VINTAGE VEGAS DAY TRIPS	\$ 5,772.06
76747	COMCAST	8251 ARTHUR ST MONTHLY UTILITIES	\$ 113.07
76748	COMCAST	ABLE WARMING HOUSE MONTHLY UTILITIES	\$ 149.72
76749	COMPUTER INTERGRATION TECHNOLOGIES	CONTRACTUAL SERVICES / NEW LAPTOPS	\$ 28,263.80
76750	ECM PUBLISHERS, INC.	11/18 & 11/25 PUBLIC HEARING NOTICES	\$ 188.12
76751	FASTENAL COMPANY	PARTS	\$ 69.59

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

Date: November 2024
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<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
76752	FLEETPRIDE	PARTS	\$ 310.66
76753	FORCE AMERICA	PARTS	\$ 309.32
76754	GERMAN AMERICAN SOCIETY, INC	OMAHA HOLIDAY TOUR	\$ 1,760.00
76755	GRAINGER INC	PARTS	\$ 274.75
76756	HAWKINS WATER TREATMENT	WATER CHEMICALS	\$ 140.00
76757	KIESLER POLICE SUPPLY	GLOCK 45 9MM PISTOL	\$ 448.50
76758	LEE'S HEATING & AIR	TRUCK GARAGE / TERRACE PUMP	\$ 500.00
76759	LISA MURPHY	HY-VEE / ALLIANCE FUND REIMBURSEMENT	\$ 200.00
76760	MANSFIELD SERVICE PARTNERS SOUTH, LLC	UNLEADED FUEL	\$ 654.78
76761	MENARDS - BLAINE	PARTS	\$ 2,061.11
76762	MINNESOTA DEPT OF HEALTH	4TH QTR WATER CONNECTION FEE	\$ 5,542.00
76763	MINNESOTA EQUIPMENT	FILTERS	\$ 188.89
76764	MINNESOTA-WIS PLAYGROUND INC	CONCRETE BORDER - TERRACE PARK	\$ 25,270.00
76765	MINNESOTA-WIS PLAYGROUND INC	GAMETIME PLAY EQUIP - TERRACE PARK	\$ 85,570.63
76766	OFFICE OF MN.IT SERVICES	FIBER OPTICS	\$ 44.60
76767	PALEN KIMBALL, LLC DBA SIGNATURE MECHANICAL	300PSI LIQUID FILLED GAUGES	\$ 210.00
76768	RDO EQUIPMENT CO.	PARTS	\$ 94.77
76769	REVOLUTIONARY SPORTS, LLC	2024 FALL SESSION III BASKETBALL CLASSES	\$ 386.93
76770	SCHMITTY & SONS TRANSPORTATION	OVER THE RIVER / WHITE CHRISTMAS TRANS.	\$ 2,159.85
76771	SLP FIRE DEPARTMENT	NOV / DEC FIRE PROTECTION SERVICES	\$ 46,430.00
76772	STANTEC	CONSULTING SERVICES	\$ 42,532.38
76773	UNLIMITED SUPPLIES, INC	SUPPLIES	\$ 120.05
76774	VISU-SEWER INC	CCTV 24" STORM SEWER	\$ 2,040.00
76775	ZIEGLER INC	NEW PW LOADER / SNOW PUSHER	\$ 293,531.34
TOTAL DISBURSEMENTS			\$ 1,036,094.71

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

REVENUE AND EXPENDITURE REPORT FOR CITY OF SPRING LAKE PARK

Balance As of 11/30/2024

GL Number	Description	2024 Amended Budget	YTD Balance 11/30/2024 Normal (Abnormal)	Activity For 11/30/2024 Increase (Decrease)	Available Balance 11/30/2024 Normal (Abnormal)	% Bdgt Used
Fund: 101 GENERAL FUND						
Account Category: Revenues						
Department: 00000						
101.00000.31010	CURRENT TAXES	3,823,887.00	2,066,336.68	24,204.74	1,757,550.32	54.04
101.00000.31020	DELINQ TAXES	0.00	20,158.53	0.00	(20,158.53)	100.00
101.00000.31910	PENALTIES & INTEREST	0.00	12,851.88	0.00	(12,851.88)	100.00
101.00000.32110	LIQUOR LICENSES	31,827.00	33,976.74	26,210.00	(2,149.74)	106.75
101.00000.32111	OFF-SALE LIQUOR	310.00	0.00	0.00	310.00	0.00
101.00000.32178	PAWN INVESTIGATION FEE	0.00	100.00	100.00	(100.00)	100.00
101.00000.32179	PAWN SHOP LICENSES	6,252.00	5,210.00	0.00	1,042.00	83.33
101.00000.32180	CIGARETTE,DANCE,BINGO & MISC LIC	6,000.00	6,075.00	4,925.00	(75.00)	101.25
101.00000.32181	SIGN PERMITS	5,500.00	5,482.50	0.00	17.50	99.68
101.00000.32208	CONTRACTORS LICENSES	8,500.00	11,060.00	195.00	(2,560.00)	130.12
101.00000.32210	BUILDING PERMIT	75,000.00	83,048.22	8,127.50	(8,048.22)	110.73
101.00000.32211	BUILDING PERMIT SURCHARGES	5,000.00	2,517.22	357.01	2,482.78	50.34
101.00000.32230	PLUMBING PERMIT	5,000.00	5,979.95	605.00	(979.95)	119.60
101.00000.32231	PLUMBING PERMIT SURCHARGES	500.00	88.12	8.00	411.88	17.62
101.00000.32232	HEATING & A/C PERMITS	10,000.00	10,840.86	1,100.55	(840.86)	108.41
101.00000.32233	HTG & A/C SURCHARGES	1,000.00	205.35	17.15	794.65	20.54
101.00000.32240	PET LICENSE	400.00	1,053.00	75.00	(653.00)	263.25
101.00000.32260	CERTIFICATE OF OCCUPANCY	3,000.00	2,850.00	200.00	150.00	95.00
101.00000.32261	VACANT PROPERTY REGISTRATION	2,000.00	600.00	0.00	1,400.00	30.00
101.00000.32262	SOLICITORS LICENSE	0.00	50.00	0.00	(50.00)	100.00
101.00000.33401	LOCAL GOVERNMENT AID	771,720.00	385,860.00	0.00	385,860.00	50.00
101.00000.33416	POLICE TRAINING REIMB	10,000.00	11,150.06	0.00	(1,150.06)	111.50
101.00000.33421	INSURANCE PREMIUM-POLICE	95,000.00	138,730.12	0.00	(43,730.12)	146.03
101.00000.34102	ZONING LETTERS	200.00	200.00	100.00	0.00	100.00
101.00000.34103	SPEC USE,ZONING,SUB-DIV	5,500.00	13,435.44	204.88	(7,935.44)	244.28
101.00000.34104	PLAN CHECKING FEES	40,000.00	4,792.23	55.00	35,207.77	11.98
101.00000.34105	SALE OF MAPS,COPIES ETC	300.00	0.00	0.00	300.00	0.00
101.00000.34107	ASSESSMENT SEARCHES	100.00	25.00	0.00	75.00	25.00
101.00000.34108	ADMINISTRATION SAC CHARGES	100.00	0.00	0.00	100.00	0.00
101.00000.34109	FILING FEES	60.00	75.00	0.00	(15.00)	125.00
101.00000.34111	ADM. GAMBLING EXPENSES	41,027.00	0.00	0.00	41,027.00	0.00
101.00000.34115	GUN RANGE FACILITY USE	375.00	0.00	0.00	375.00	0.00
101.00000.34117	ROOM-FACILITY RENTAL	500.00	0.00	0.00	500.00	0.00
101.00000.34201	POLICE & FIRE ALARM PERMIT	3,500.00	0.00	0.00	3,500.00	0.00
101.00000.34202	POLICE REPORTS	500.00	1,450.00	55.00	(950.00)	290.00
101.00000.34204	HOUSING REGISTRATION	103,300.00	48,500.00	12,400.00	54,800.00	46.95
101.00000.34205	RIGHT OF WAY APPLICATIONS	2,000.00	2,600.00	0.00	(600.00)	130.00
101.00000.34801	INSURANCE DIVIDENDS	12,656.00	0.00	0.00	12,656.00	0.00
101.00000.34949	RESTITUTION	0.00	1,593.00	250.00	(1,593.00)	100.00
101.00000.34950	REFUNDS & REIMB	7,500.00	3,701.76	3.81	3,798.24	49.36
101.00000.35101	COURT FINES	45,000.00	38,337.78	2,109.67	6,662.22	85.20
101.00000.35102	ADM OFFENSE FINES	40,000.00	39,305.00	750.00	695.00	98.26
101.00000.35348	PROPERTY ROOM REVENUE	500.00	0.00	0.00	500.00	0.00
101.00000.35349	MN DRIVING DIVERSION PROGRAM	750.00	0.00	0.00	750.00	0.00
101.00000.35350	DETOX TRANSPORTATION	200.00	0.00	0.00	200.00	0.00
101.00000.36201	SOLAR ENERGY CREDITS-XCEL	0.00	23,254.41	0.00	(23,254.41)	100.00
101.00000.36210	INTEREST EARNINGS	10,000.00	285,909.46	13,881.45	(275,909.46)	2,859.09
101.00000.36901	LIAISON OFFICER	32,427.00	32,427.19	32,427.19	(0.19)	100.00
101.00000.39100	REIM FOR SERVICES	0.00	150.00	0.00	(150.00)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF SPRING LAKE PARK

Balance As of 11/30/2024

GL Number	Description	2024 Amended Budget	YTD Balance 11/30/2024 Normal (Abnormal)	Activity For 11/30/2024 Increase (Decrease)	Available Balance 11/30/2024 Normal (Abnormal)	% Bdgt Used
Fund: 101 GENERAL FUND						
Account Category: Revenues						
Department: 00000						
101.00000.39202	TRANSFER FROM PUBLIC UTILITIES	57,002.00	0.00	0.00	57,002.00	0.00
101.00000.39205	TRANSFER-FROM TIF FUND	3,000.00	0.00	0.00	3,000.00	0.00
101.00000.39206	TRANSFER FROM RECYCLING FUND	4,000.00	0.00	0.00	4,000.00	0.00
101.00000.39207	TRANSFER FROM RECREATION	62,500.00	0.00	0.00	62,500.00	0.00
101.00000.39208	TRANSFER FROM GENERAL FUND	40,000.00	0.00	0.00	40,000.00	0.00
Total Dept 00000		5,373,893.00	3,299,980.50	128,361.95	2,073,912.50	61.41
Revenues		5,373,893.00	3,299,980.50	128,361.95	2,073,912.50	61.41
Account Category: Expenditures						
Department: 41110 MAYOR AND COUNCIL						
101.41110.41030	PART TIME EMPLOYEES	31,297.00	28,686.68	2,607.88	2,610.32	91.66
101.41110.41211	DEFINED CONTR PLAN/PERA	1,565.00	1,434.51	130.41	130.49	91.66
101.41110.41220	FICA/MC CONTRIBUTIONS-EMPLOYER	2,394.00	2,194.55	199.51	199.45	91.67
101.41110.41510	WORKERS COMPENSATION	70.00	92.04	9.98	(22.04)	131.49
101.41110.42100	OPERATING SUPPLIES	500.00	400.41	0.69	99.59	80.08
101.41110.43310	TRAVEL EXPENSE	500.00	438.52	0.00	61.48	87.70
101.41110.43500	PRINTING & PUBLISHING	1,550.00	811.60	188.12	738.40	52.36
101.41110.44000	CONTRACTUAL SERVICE	4,830.00	0.00	0.00	4,830.00	0.00
101.41110.44300	CONFERENCE & SCHOOLS	5,470.00	4,258.12	11.00	1,211.88	77.84
101.41110.44330	DUES & SUBSCRIPTIONS	16,139.00	10,460.00	0.00	5,679.00	64.81
101.41110.44955	DISCRETIONARY FUND	12,050.00	1,125.32	0.00	10,924.68	9.34
Total Dept 41110 - MAYOR AND COUNCIL		76,365.00	49,901.75	3,147.59	26,463.25	65.35
Department: 41400 ADMINISTRATION						
101.41400.41010	FULL TIME EMPLOYEES	367,554.00	342,966.68	28,430.33	24,587.32	93.31
101.41400.41050	VACATION BUY BACK	6,000.00	12,076.82	12,076.82	(6,076.82)	201.28
101.41400.41210	PERA CONTRIBUTIONS-EMPLOYER	27,567.00	26,141.71	2,125.35	1,425.29	94.83
101.41400.41220	FICA/MC CONTRIBUTIONS-EMPLOYER	28,578.00	26,094.61	2,954.43	2,483.39	91.31
101.41400.41300	HEALTH INSURANCE	66,802.00	57,232.67	5,235.42	9,569.33	85.68
101.41400.41313	LIFE INSURANCE	200.00	193.83	16.84	6.17	96.92
101.41400.41510	WORKERS COMPENSATION	3,095.00	2,648.25	230.40	446.75	85.57
101.41400.42000	OFFICE SUPPLIES	3,050.00	2,594.13	0.00	455.87	85.05
101.41400.42030	PRINTED FORMS	1,925.00	282.25	0.00	1,642.75	14.66
101.41400.42100	OPERATING SUPPLIES	615.00	1,595.04	0.00	(980.04)	259.36
101.41400.42220	POSTAGE	2,706.00	1,941.89	379.80	764.11	71.76
101.41400.43210	TELEPHONE	625.00	520.13	52.16	104.87	83.22
101.41400.43310	TRAVEL EXPENSE	3,500.00	3,291.89	230.76	208.11	94.05
101.41400.43410	EMPLOYMENT ADVERTISING	0.00	538.17	175.00	(538.17)	100.00
101.41400.43500	PRINTING & PUBLISHING	300.00	0.00	0.00	300.00	0.00
101.41400.43550	COUNTY FEES FOR SERVICE	1,550.00	1,773.48	0.00	(223.48)	114.42
101.41400.44000	CONTRACTUAL SERVICE	0.00	2,200.00	0.00	(2,200.00)	100.00
101.41400.44050	MAINTENANCE AGREEMENTS	13,790.00	12,230.87	0.00	1,559.13	88.69
101.41400.44300	CONFERENCE & SCHOOLS	6,335.00	7,667.04	0.00	(1,332.04)	121.03
101.41400.44330	DUES & SUBSCRIPTIONS	1,505.00	1,175.55	0.00	329.45	78.11
101.41400.44380	BANK CHARGES	2,000.00	1,698.40	221.95	301.60	84.92
101.41400.44390	MISCELLANEOUS	0.00	(2,419.85)	0.00	2,419.85	100.00
101.41400.44500	CONTRACTUAL SERVICES	5,966.00	5,353.12	141.79	612.88	89.73
101.41400.44502	RECREATION REFUNDS	0.00	150.00	0.00	(150.00)	100.00
Total Dept 41400 - ADMINISTRATION		543,663.00	507,946.68	52,271.05	35,716.32	93.43

REVENUE AND EXPENDITURE REPORT FOR CITY OF SPRING LAKE PARK

Balance As of 11/30/2024

GL Number	Description	2024 Amended Budget	YTD Balance 11/30/2024 Normal (Abnormal)	Activity For 11/30/2024 Increase (Decrease)	Available Balance 11/30/2024 Normal (Abnormal)	% Bdgt Used
Fund: 101 GENERAL FUND						
Account Category: Expenditures						
Department: 41500 ASSESSOR						
101.41500.44000	CONTRACTUAL SERVICE	39,140.00	28,276.89	0.00	10,863.11	72.25
Total Dept 41500 - ASSESSOR		39,140.00	28,276.89	0.00	10,863.11	72.25
Department: 41540 AUDIT & ACCTG SERVICES						
101.41540.43010	AUDIT & ACCTG SERVICES	13,400.00	13,925.00	0.00	(525.00)	103.92
Total Dept 41540 - AUDIT & ACCTG SERVICES		13,400.00	13,925.00	0.00	(525.00)	103.92
Department: 41600 I.T. SERVICES						
101.41600.44000	CONTRACTUAL SERVICE	70,453.00	81,292.08	5,916.60	(10,839.08)	115.38
Total Dept 41600 - I.T. SERVICES		70,453.00	81,292.08	5,916.60	(10,839.08)	115.38
Department: 41610 LEGAL FEES						
101.41610.43040	LEGAL FEES	122,500.00	106,745.71	10,092.25	15,754.29	87.14
Total Dept 41610 - LEGAL FEES		122,500.00	106,745.71	10,092.25	15,754.29	87.14
Department: 41710 ENGINEERING FEES						
101.41710.43030	ENGINEERING FEES	6,500.00	1,679.61	385.50	4,820.39	25.84
Total Dept 41710 - ENGINEERING FEES		6,500.00	1,679.61	385.50	4,820.39	25.84
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	300.00	48.37	0.00	251.63	16.12
101.41720.44000	CONTRACTUAL SERVICE	2,000.00	1,552.45	148.50	447.55	77.62
Total Dept 41720 - PLANNING & ZONING		2,500.00	1,600.82	148.50	899.18	64.03
Department: 41940 GOVERNMENT BUILDING						
101.41940.41010	FULL TIME EMPLOYEES	19,443.00	17,940.20	1,464.51	1,502.80	92.27
101.41940.41013	OVERTIME	0.00	530.89	41.18	(530.89)	100.00
101.41940.41020	ON CALL SALARIES	500.00	368.38	80.09	131.62	73.68
101.41940.41050	VACATION BUY BACK	400.00	0.00	0.00	400.00	0.00
101.41940.41210	PERA CONTRIBUTIONS-EMPLOYER	1,459.00	1,438.21	118.92	20.79	98.58
101.41940.41220	FICA/MC CONTRIBUTIONS-EMPLOYER	1,557.00	1,434.28	118.06	122.72	92.12
101.41940.41300	HEALTH INSURANCE	3,140.00	2,378.74	217.22	761.26	75.76
101.41940.41313	LIFE INSURANCE	13.00	12.55	1.09	0.45	96.54
101.41940.41510	WORKERS COMPENSATION	1,128.00	1,292.94	56.63	(164.94)	114.62
101.41940.42000	OFFICE SUPPLIES	0.00	129.53	14.12	(129.53)	100.00
101.41940.42100	OPERATING SUPPLIES	11,000.00	15,359.62	138.47	(4,359.62)	139.63
101.41940.42200	REPAIR & MAINTENANCE	12,000.00	7,361.02	0.00	4,638.98	61.34
101.41940.42280	UNIFORM ALLOWANCE	288.00	187.50	0.00	100.50	65.10
101.41940.43210	TELEPHONE	9,300.00	10,167.49	928.41	(867.49)	109.33
101.41940.43810	ELECTRIC UTILITIES	24,000.00	29,547.57	5,405.13	(5,547.57)	123.11
101.41940.43830	GAS UTILITIES	24,000.00	12,167.47	88.83	11,832.53	50.70
101.41940.43841	RUBBISH REMOVAL	4,800.00	8,337.37	516.81	(3,537.37)	173.70
101.41940.44000	CONTRACTUAL SERVICE	5,000.00	23,233.58	393.16	(18,233.58)	464.67
101.41940.45000	CAPITAL OUTLAY	0.00	23,073.98	0.00	(23,073.98)	100.00
101.41940.47000	PERMANENT TRANSFERS OUT	14,754.00	0.00	0.00	14,754.00	0.00
Total Dept 41940 - GOVERNMENT BUILDING		132,782.00	154,961.32	9,582.63	(22,179.32)	116.70
Department: 42100 POLICE PROTECTION						
101.42100.41010	FULL TIME EMPLOYEES	1,226,642.00	1,135,921.52	93,539.57	90,720.48	92.60

REVENUE AND EXPENDITURE REPORT FOR CITY OF SPRING LAKE PARK

Balance As of 11/30/2024

GL Number	Description	2024 Amended Budget	YTD Balance 11/30/2024 Normal (Abnormal)	Activity For 11/30/2024 Increase (Decrease)	Available Balance 11/30/2024 Normal (Abnormal)	% Bdgt Used
Fund: 101 GENERAL FUND						
Account Category: Expenditures						
Department: 42100 POLICE PROTECTION						
101.42100.41013	OVERTIME	100,000.00	90,035.03	27,379.77	9,964.97	90.04
101.42100.41050	VACATION BUY BACK	8,000.00	6,931.63	5,332.34	1,068.37	86.65
101.42100.41210	PERA CONTRIBUTIONS-EMPLOYER	220,488.00	206,701.13	19,882.83	13,786.87	93.75
101.42100.41220	FICA/MC CONTRIBUTIONS-EMPLOYER	28,560.00	24,737.10	2,317.25	3,822.90	86.61
101.42100.41300	HEALTH INSURANCE	225,866.00	171,562.28	15,214.97	54,303.72	75.96
101.42100.41313	LIFE INSURANCE	732.00	633.15	52.20	98.85	86.50
101.42100.41510	WORKERS COMPENSATION	96,031.00	109,834.23	8,385.56	(13,803.23)	114.37
101.42100.42000	OFFICE SUPPLIES	3,600.00	2,287.45	625.92	1,312.55	63.54
101.42100.42030	PRINTED FORMS	2,200.00	410.33	0.00	1,789.67	18.65
101.42100.42040	RANGE EQUIP & SUPPLIES	9,400.00	4,038.99	1,673.09	5,361.01	42.97
101.42100.42100	OPERATING SUPPLIES	6,330.00	3,159.29	48.00	3,170.71	49.91
101.42100.42120	MOTOR FUELS & LUBRICANTS	27,500.00	20,986.90	978.01	6,513.10	76.32
101.42100.42210	EQUIPMENT PARTS	0.00	10.21	0.00	(10.21)	100.00
101.42100.42220	POSTAGE	1,500.00	249.76	15.96	1,250.24	16.65
101.42100.43050	MEDICAL EXPENSE	3,000.00	3,574.00	810.00	(574.00)	119.13
101.42100.43210	TELEPHONE	3,425.00	3,291.10	387.68	133.90	96.09
101.42100.43211	DATA SERVICES	39,105.00	37,358.28	440.61	1,746.72	95.53
101.42100.43300	CLOTHING & PERSONAL EQUIP	14,400.00	9,850.02	29.99	4,549.98	68.40
101.42100.43310	TRAVEL EXPENSE	1,200.00	471.76	0.00	728.24	39.31
101.42100.43420	ENTERPRISE ADVERTISING	0.00	58.00	58.00	(58.00)	100.00
101.42100.44000	CONTRACTUAL SERVICE	61,683.00	47,231.52	1,650.17	14,451.48	76.57
101.42100.44050	MAINTENANCE AGREEMENTS	8,600.00	8,121.81	0.00	478.19	94.44
101.42100.44060	AUTO EQUIPMENT REPAIR	22,500.00	14,094.52	181.49	8,405.48	62.64
101.42100.44070	OTHER EQUIPMENT REPAIR	2,500.00	2,128.12	17.80	371.88	85.12
101.42100.44300	CONFERENCE & SCHOOLS	30,500.00	14,003.09	295.00	16,496.91	45.91
101.42100.44330	DUES & SUBSCRIPTIONS	1,895.00	1,304.94	0.00	590.06	68.86
101.42100.45000	CAPITAL OUTLAY	56,000.00	46,698.71	0.00	9,301.29	83.39
101.42100.47000	PERMANENT TRANSFERS OUT	18,000.00	0.00	0.00	18,000.00	0.00
Total Dept 42100 - POLICE PROTECTION		2,219,657.00	1,965,684.87	179,316.21	253,972.13	88.56
Department: 42200 FIRE PROTECTION						
101.42200.44000	CONTRACTUAL SERVICE	279,344.00	278,580.00	46,430.00	764.00	99.73
101.42200.45000	CAPITAL OUTLAY	66,742.00	33,371.00	0.00	33,371.00	50.00
Total Dept 42200 - FIRE PROTECTION		346,086.00	311,951.00	46,430.00	34,135.00	90.14
Department: 42300 CODE ENFORCEMENT						
101.42300.41010	FULL TIME EMPLOYEES	213,203.00	199,140.35	16,419.61	14,062.65	93.40
101.42300.41050	VACATION BUY BACK	3,300.00	0.00	0.00	3,300.00	0.00
101.42300.41210	PERA CONTRIBUTIONS-EMPLOYER	23,864.00	15,242.58	1,249.34	8,621.42	63.87
101.42300.41220	FICA/MC CONTRIBUTIONS-EMPLOYER	11,778.00	9,817.62	812.01	1,960.38	83.36
101.42300.41300	HEALTH INSURANCE	43,789.00	33,193.41	2,604.87	10,595.59	75.80
101.42300.41313	LIFE INSURANCE	129.00	124.97	10.86	4.03	96.88
101.42300.41510	WORKERS COMPENSATION	2,519.00	1,855.34	112.32	663.66	73.65
101.42300.42000	OFFICE SUPPLIES	600.00	122.44	0.00	477.56	20.41
101.42300.42100	OPERATING SUPPLIES	3,500.00	2,823.20	0.00	676.80	80.66
101.42300.42120	MOTOR FUELS & LUBRICANTS	2,500.00	1,395.65	65.20	1,104.35	55.83
101.42300.42200	REPAIR & MAINTENANCE	2,250.00	50.32	0.00	2,199.68	2.24
101.42300.43210	TELEPHONE	1,500.00	898.33	102.08	601.67	59.89
101.42300.43310	TRAVEL EXPENSE	250.00	14.28	0.00	235.72	5.71
101.42300.44000	CONTRACTUAL SERVICE	1,500.00	0.00	0.00	1,500.00	0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF SPRING LAKE PARK

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GL Number	Description	2024 Amended Budget	YTD Balance 11/30/2024 Normal (Abnormal)	Activity For 11/30/2024 Increase (Decrease)	Available Balance 11/30/2024 Normal (Abnormal)	% Bdg't Used
Fund: 101 GENERAL FUND						
Account Category: Expenditures						
Department: 42300 CODE ENFORCEMENT						
101.42300.44300	CONFERENCE & SCHOOLS	2,600.00	830.00	0.00	1,770.00	31.92
101.42300.44330	DUES & SUBSCRIPTIONS	5,085.00	5,235.49	0.00	(150.49)	102.96
Total Dept 42300 - CODE ENFORCEMENT		318,367.00	270,743.98	21,376.29	47,623.02	85.04
Department: 43000 STREET DEPARTMENT						
101.43000.41010	FULL TIME EMPLOYEES	175,108.00	160,305.88	12,834.30	14,802.12	91.55
101.43000.41013	OVERTIME	9,218.00	2,517.88	973.86	6,700.12	27.31
101.43000.41020	ON CALL SALARIES	4,214.00	2,352.98	140.33	1,861.02	55.84
101.43000.41050	VACATION BUY BACK	1,900.00	664.42	664.42	1,235.58	34.97
101.43000.41210	PERA CONTRIBUTIONS-EMPLOYER	14,141.00	12,639.04	1,046.17	1,501.96	89.38
101.43000.41220	FICA/MC CONTRIBUTIONS-EMPLOYER	14,570.00	11,988.12	1,032.27	2,581.88	82.28
101.43000.41300	HEALTH INSURANCE	25,611.00	30,071.97	2,634.74	(4,460.97)	117.42
101.43000.41313	LIFE INSURANCE	105.00	99.53	8.89	5.47	94.79
101.43000.41510	WORKERS COMPENSATION	14,797.00	16,244.72	881.63	(1,447.72)	109.78
101.43000.42100	OPERATING SUPPLIES	0.00	1,217.08	0.00	(1,217.08)	100.00
101.43000.42120	MOTOR FUELS & LUBRICANTS	18,000.00	20,778.70	456.42	(2,778.70)	115.44
101.43000.42150	SHOP MATERIALS	5,000.00	3,881.33	364.79	1,118.67	77.63
101.43000.42200	REPAIR & MAINTENANCE	8,500.00	15,663.07	65.98	(7,163.07)	184.27
101.43000.42210	EQUIPMENT PARTS	10,000.00	14,949.47	0.00	(4,949.47)	149.49
101.43000.42221	TIRES	1,500.00	1,384.28	0.00	115.72	92.29
101.43000.42224	STREET MAINT SUPPLIES	3,000.00	1,216.42	258.40	1,783.58	40.55
101.43000.42226	SIGNS & STRIPING	9,000.00	9,182.13	0.00	(182.13)	102.02
101.43000.42280	UNIFORM ALLOWANCE	1,723.00	1,343.76	31.26	379.24	77.99
101.43000.43210	TELEPHONE	370.00	228.00	14.96	142.00	61.62
101.43000.44000	CONTRACTUAL SERVICE	1,040.00	810.00	0.00	230.00	77.88
101.43000.44300	CONFERENCE & SCHOOLS	800.00	390.00	0.00	410.00	48.75
101.43000.44330	DUES & SUBSCRIPTIONS	220.00	61.00	0.00	159.00	27.73
101.43000.47000	PERMANENT TRANSFERS OUT	50,000.00	0.00	0.00	50,000.00	0.00
Total Dept 43000 - STREET DEPARTMENT		368,817.00	307,989.78	21,408.42	60,827.22	83.51
Department: 45100 RECREATION DEPARTMENT						
101.45100.41010	FULL TIME EMPLOYEES	284,923.00	272,474.95	22,855.11	12,448.05	95.63
101.45100.41040	TEMPORARY EMPLOYEES	30,645.00	25,439.70	30.00	5,205.30	83.01
101.45100.41050	VACATION BUY BACK	3,000.00	7,002.14	7,002.14	(4,002.14)	233.40
101.45100.41210	PERA CONTRIBUTIONS-EMPLOYER	21,370.00	20,820.13	1,714.17	549.87	97.43
101.45100.41220	FICA/MC CONTRIBUTIONS-EMPLOYER	24,372.00	23,100.97	2,231.61	1,271.03	94.78
101.45100.41300	HEALTH INSURANCE	45,934.00	39,656.83	3,650.44	6,277.17	86.33
101.45100.41313	LIFE INSURANCE	155.00	150.15	13.05	4.85	96.87
101.45100.41510	WORKERS COMPENSATION	17,903.00	20,869.45	1,598.64	(2,966.45)	116.57
101.45100.42000	OFFICE SUPPLIES	2,261.00	2,427.44	207.00	(166.44)	107.36
101.45100.42001	SUPPLIES	0.00	150.00	150.00	(150.00)	100.00
101.45100.42220	POSTAGE	13,710.00	8,098.97	77.92	5,611.03	59.07
101.45100.42290	RECREATION EQUIP SUPPLIES	3,000.00	2,325.02	0.00	674.98	77.50
101.45100.43310	TRAVEL EXPENSE	1,000.00	609.27	0.00	390.73	60.93
101.45100.43410	EMPLOYMENT ADVERTISING	50.00	0.00	0.00	50.00	0.00
101.45100.43500	PRINTING & PUBLISHING	22,700.00	13,934.62	0.00	8,765.38	61.39
101.45100.44300	CONFERENCE & SCHOOLS	1,550.00	618.48	0.00	931.52	39.90
101.45100.44330	DUES & SUBSCRIPTIONS	680.00	407.93	0.00	272.07	59.99
101.45100.44502	RECREATION REFUNDS	0.00	36.00	0.00	(36.00)	100.00

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GL Number	Description	2024 Amended Budget	YTD Balance 11/30/2024 Normal (Abnormal)	Activity For 11/30/2024 Increase (Decrease)	Available Balance 11/30/2024 Normal (Abnormal)	% Bdgt Used
Fund: 101 GENERAL FUND						
Account Category: Expenditures						
Department: 45100 RECREATION DEPARTMENT						
Total Dept 45100 - RECREATION DEPARTMENT		473,253.00	438,122.05	39,530.08	35,130.95	92.58
Department: 45200 PARKS DEPARTMENT						
101.45200.41010	FULL TIME EMPLOYEES	180,012.00	161,866.53	12,929.79	18,145.47	89.92
101.45200.41013	OVERTIME	9,218.00	574.64	41.13	8,643.36	6.23
101.45200.41020	ON CALL SALARIES	4,214.00	368.22	80.02	3,845.78	8.74
101.45200.41040	TEMPORARY EMPLOYEES	35,000.00	58,856.25	2,020.00	(23,856.25)	168.16
101.45200.41050	VACATION BUY BACK	3,000.00	664.40	664.40	2,335.60	22.15
101.45200.41210	PERA CONTRIBUTIONS-EMPLOYER	14,509.00	12,448.01	978.77	2,060.99	85.80
101.45200.41220	FICA/MC CONTRIBUTIONS-EMPLOYER	17,706.00	16,858.11	1,170.01	847.89	95.21
101.45200.41300	HEALTH INSURANCE	26,096.00	27,675.44	2,459.79	(1,579.44)	106.05
101.45200.41313	LIFE INSURANCE	105.00	98.83	8.77	6.17	94.12
101.45200.41510	WORKERS COMPENSATION	14,730.00	17,079.08	873.39	(2,349.08)	115.95
101.45200.42000	OFFICE SUPPLIES	0.00	309.45	0.00	(309.45)	100.00
101.45200.42100	OPERATING SUPPLIES	1,000.00	890.94	0.00	109.06	89.09
101.45200.42120	MOTOR FUELS & LUBRICANTS	16,500.00	16,141.88	412.94	358.12	97.83
101.45200.42200	REPAIR & MAINTENANCE	25,300.00	6,435.12	0.00	18,864.88	25.44
101.45200.42205	LAKESIDE PK EXP TO BE REIM	0.00	2,828.12	0.00	(2,828.12)	100.00
101.45200.42210	EQUIPMENT PARTS	6,000.00	7,101.43	450.68	(1,101.43)	118.36
101.45200.42221	TIRES	1,000.00	0.00	0.00	1,000.00	0.00
101.45200.42225	LANDSCAPING MATERIALS	15,852.00	9,594.52	1,384.00	6,257.48	60.53
101.45200.42280	UNIFORM ALLOWANCE	1,922.00	1,343.74	31.24	578.26	69.91
101.45200.42290	RECREATION EQUIP SUPPLIES	6,600.00	2,288.92	0.00	4,311.08	34.68
101.45200.43210	TELEPHONE	500.00	469.79	47.12	30.21	93.96
101.45200.43810	ELECTRIC UTILITIES	5,500.00	5,077.01	518.38	422.99	92.31
101.45200.43830	GAS UTILITIES	5,000.00	2,469.48	70.30	2,530.52	49.39
101.45200.43841	RUBBISH REMOVAL	1,000.00	63.90	0.00	936.10	6.39
101.45200.44190	SATELLITE RENTAL	1,998.00	2,422.56	0.00	(424.56)	121.25
101.45200.44300	CONFERENCE & SCHOOLS	2,500.00	790.00	0.00	1,710.00	31.60
101.45200.44330	DUES & SUBSCRIPTIONS	88.00	0.00	0.00	88.00	0.00
101.45200.44500	CONTRACTUAL SERVICES	1,780.00	1,245.96	0.00	534.04	70.00
101.45200.44901	LAKESIDE PARK EXPENSE	12,500.00	12,500.00	0.00	0.00	100.00
Total Dept 45200 - PARKS DEPARTMENT		409,630.00	368,462.33	24,140.73	41,167.67	89.95
Department: 49000 MISCELLANEOUS						
101.49000.41300	HEALTH INSURANCE	800.00	488.89	35.20	311.11	61.11
101.49000.43600	INSURANCE	60,000.00	68,286.76	0.00	(8,286.76)	113.81
101.49000.44000	CONTRACTUAL SERVICE	10,000.00	0.00	0.00	10,000.00	0.00
101.49000.44389	CONTINGENCY FUND	10,000.00	1,000.00	0.00	9,000.00	10.00
101.49000.44390	MISCELLANEOUS	10,000.00	2,014.63	0.00	7,985.37	20.15
101.49000.44420	SURCHARGES-PLBG	200.00	53.50	0.00	146.50	26.75
101.49000.44430	SURCHARGES-HTG	400.00	85.90	0.00	314.10	21.48
101.49000.44440	SURCHARGES-BLDG	5,000.00	730.30	0.00	4,269.70	14.61
101.49000.47000	PERMANENT TRANSFERS OUT	127,500.00	25,000.00	0.00	102,500.00	19.61
Total Dept 49000 - MISCELLANEOUS		223,900.00	97,659.98	35.20	126,240.02	43.62
Expenditures		5,367,013.00	4,706,943.85	413,781.05	660,069.15	87.70
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		5,373,893.00	3,299,980.50	128,361.95	2,073,912.50	

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GL Number	Description	2024 Amended Budget	YTD Balance 11/30/2024 Normal (Abnormal)	Activity For 11/30/2024 Increase (Decrease)	Available Balance 11/30/2024 Normal (Abnormal)	% Bdgt Used
Fund: 101 GENERAL FUND						
	TOTAL EXPENDITURES	5,367,013.00	4,706,943.85	413,781.05	660,069.15	
	NET OF REVENUES & EXPENDITURES:	<u>6,880.00</u>	<u>(1,406,963.35)</u>	<u>(285,419.10)</u>	<u>1,413,843.35</u>	

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GL Number	Description	2024 Amended Budget	YTD Balance 11/30/2024 Normal (Abnormal)	Activity For 11/30/2024 Increase (Decrease)	Available Balance 11/30/2024 Normal (Abnormal)	% Bdgt Used
Fund: 601 PUBLIC UTILITIES OPERATIONS						
Account Category: Revenues						
Department: 00000						
601.00000.34950	REFUNDS & REIMB	6,691.00	800.52	77.00	5,890.48	11.96
601.00000.36200	MISC REVENUES	1,500.00	0.00	0.00	1,500.00	0.00
601.00000.36210	INTEREST EARNINGS	51,356.00	0.00	0.00	51,356.00	0.00
601.00000.37101	WATER COLLECTIONS	839,772.00	470,116.59	(2,596.81)	369,655.41	55.98
601.00000.37103	SALES TAX ADDED	6,200.00	7,642.06	(1.15)	(1,442.06)	123.26
601.00000.37104	PENALTIES/WATER	8,497.00	19,390.12	6,941.78	(10,893.12)	228.20
601.00000.37109	SAFE DRINKING WATER FEE	21,500.00	16,093.40	7.40	5,406.60	74.85
601.00000.37111	ADMINISTRATIVE CHARGE	86,100.00	126,077.44	56.41	(39,977.44)	146.43
601.00000.37115	ESTIMATE READING CHR	50.00	0.00	0.00	50.00	0.00
601.00000.37149	WATER CONNECTION CHR	0.00	82.68	0.00	(82.68)	100.00
601.00000.37150	WATER CONNECTION CHARGES-WAC	0.00	1,501.10	0.00	(1,501.10)	100.00
601.00000.37151	WATER RECONNECTION	625.00	250.69	0.15	374.31	40.11
601.00000.37170	WATER PERMITS	125.00	0.00	0.00	125.00	0.00
601.00000.37171	WATER PERMIT SURCHARGES	10.00	0.00	0.00	10.00	0.00
601.00000.37172	WATER METER SALES	1,500.00	1,311.83	0.00	188.17	87.46
601.00000.37174	INSTALL CHGS-NEW PERMITS	250.00	0.00	0.00	250.00	0.00
601.00000.37201	SEWER COLLECTIONS	964,675.00	691,324.18	(2,721.05)	273,350.82	71.66
601.00000.37204	PENALTIES-SEWER	8,498.00	20,912.77	6,244.76	(12,414.77)	246.09
601.00000.37250	SEWER CONNECTION CHARGES-SAC	0.00	3,794.92	0.00	(3,794.92)	100.00
601.00000.37251	SEWER CONNECTION CHR	0.00	213.40	0.00	(213.40)	100.00
601.00000.37270	SEWER PERMITS	200.00	0.00	0.00	200.00	0.00
601.00000.37271	SEWER PERMIT SURCHARGES	10.00	0.00	0.00	10.00	0.00
601.00000.37273	SEWER HOOK-UP CHARGES	150.00	0.00	0.00	150.00	0.00
601.00000.39206	TRANSFER FROM RECYCLING FUND	3,500.00	0.00	0.00	3,500.00	0.00
Total Dept 00000		2,001,209.00	1,359,511.70	8,008.49	641,697.30	67.93
Revenues		2,001,209.00	1,359,511.70	8,008.49	641,697.30	67.93
Account Category: Expenditures						
Department: 49400 WATER DEPARTMENT						
601.49400.41010	FULL TIME EMPLOYEES	137,607.00	122,882.89	9,771.41	14,724.11	89.30
601.49400.41013	OVERTIME	9,480.00	1,601.68	20.59	7,878.32	16.90
601.49400.41020	ON CALL SALARIES	5,417.00	184.17	40.03	5,232.83	3.40
601.49400.41040	TEMPORARY EMPLOYEES	0.00	6,315.74	0.00	(6,315.74)	100.00
601.49400.41050	VACATION BUY BACK	3,000.00	403.39	403.39	2,596.61	13.45
601.49400.41210	PERA CONTRIBUTIONS-EMPLOYER	11,057.00	9,532.29	737.49	1,524.71	86.21
601.49400.41220	FICA/MC CONTRIBUTIONS-EMPLOYER	11,899.00	9,957.89	762.52	1,941.11	83.69
601.49400.41300	HEALTH INSURANCE	25,128.00	19,176.02	1,662.37	5,951.98	76.31
601.49400.41313	LIFE INSURANCE	95.00	87.88	7.86	7.12	92.51
601.49400.41510	WORKERS COMPENSATION	7,240.00	7,622.00	350.01	(382.00)	105.28
601.49400.42000	OFFICE SUPPLIES	1,000.00	715.07	0.00	284.93	71.51
601.49400.42030	PRINTED FORMS	1,600.00	87.58	0.00	1,512.42	5.47
601.49400.42100	OPERATING SUPPLIES	1,000.00	1,601.59	0.00	(601.59)	160.16
601.49400.42120	MOTOR FUELS & LUBRICANTS	5,000.00	4,328.89	130.40	671.11	86.58
601.49400.42200	REPAIR & MAINTENANCE	75,000.00	84,674.16	0.00	(9,674.16)	112.90
601.49400.42210	EQUIPMENT PARTS	1,500.00	3,970.70	0.00	(2,470.70)	264.71
601.49400.42220	POSTAGE	2,500.00	2,267.20	2.76	232.80	90.69
601.49400.42221	TIRES	1,500.00	1,518.48	0.00	(18.48)	101.23
601.49400.42222	STREET REPAIRS	22,500.00	4,052.50	0.00	18,447.50	18.01
601.49400.42261	WATER TESTING	1,100.00	1,866.40	0.00	(766.40)	169.67

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GL Number	Description	2024 Amended Budget	YTD Balance 11/30/2024 Normal (Abnormal)	Activity For 11/30/2024 Increase (Decrease)	Available Balance 11/30/2024 Normal (Abnormal)	% Bdgt Used
Fund: 601 PUBLIC UTILITIES OPERATIONS						
Account Category: Expenditures						
Department: 49400 WATER DEPARTMENT						
601.49400.42262	WATER METER & SUPPLIES	6,500.00	13,707.85	0.00	(7,207.85)	210.89
601.49400.42264	SAFE DRINKING WATER FEE	21,500.00	22,162.54	5,542.00	(662.54)	103.08
601.49400.42280	UNIFORM ALLOWANCE	1,100.00	875.02	31.27	224.98	79.55
601.49400.43010	AUDIT & ACCTG SERVICES	6,700.00	6,962.50	0.00	(262.50)	103.92
601.49400.43030	ENGINEERING FEES	2,500.00	852.00	639.00	1,648.00	34.08
601.49400.43040	LEGAL FEES	300.00	0.00	0.00	300.00	0.00
601.49400.43210	TELEPHONE	875.00	642.86	60.96	232.14	73.47
601.49400.43310	TRAVEL EXPENSE	1,500.00	0.00	0.00	1,500.00	0.00
601.49400.43500	PRINTING & PUBLISHING	11,250.00	13,693.72	0.00	(2,443.72)	121.72
601.49400.43600	INSURANCE	14,000.00	21,355.65	0.00	(7,355.65)	152.54
601.49400.43870	WATER USAGE-CITY OF BLAINE	31,000.00	7,899.11	0.00	23,100.89	25.48
601.49400.44000	CONTRACTUAL SERVICE	8,500.00	17,184.50	10,000.00	(8,684.50)	202.17
601.49400.44050	MAINTENANCE AGREEMENTS	11,613.00	10,360.45	59.40	1,252.55	89.21
601.49400.44300	CONFERENCE & SCHOOLS	2,000.00	1,235.00	0.00	765.00	61.75
601.49400.44330	DUES & SUBSCRIPTIONS	500.00	62.50	0.00	437.50	12.50
601.49400.44370	TAXES	10,000.00	15,496.58	0.00	(5,496.58)	154.97
601.49400.47000	PERMANENT TRANSFERS OUT	173,875.00	30,000.00	0.00	143,875.00	17.25
Total Dept 49400 - WATER DEPARTMENT		627,336.00	445,336.80	30,221.46	181,999.20	70.99
Department: 49402 WATER TREATMENT PLANT						
601.49402.42100	OPERATING SUPPLIES	300.00	277.69	0.00	22.31	92.56
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	27,144.26	140.00	2,855.74	90.48
601.49402.42200	REPAIR & MAINTENANCE	20,000.00	21,568.49	113.07	(1,568.49)	107.84
601.49402.42210	EQUIPMENT PARTS	8,000.00	9,633.91	389.98	(1,633.91)	120.42
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	14,000.00	18,855.00	0.00	(4,855.00)	134.68
601.49402.43810	ELECTRIC UTILITIES	102,000.00	100,341.40	17,045.57	1,658.60	98.37
601.49402.43830	GAS UTILITIES	3,500.00	2,460.39	0.00	1,039.61	70.30
601.49402.44000	CONTRACTUAL SERVICE	2,000.00	2,909.33	0.00	(909.33)	145.47
601.49402.44370	TAXES	2,600.00	1,000.00	0.00	1,600.00	38.46
601.49402.47000	PERMANENT TRANSFERS OUT	24,271.00	15,000.00	0.00	9,271.00	61.80
Total Dept 49402 - WATER TREATMENT PLANT		210,971.00	199,190.47	17,688.62	11,780.53	94.42
Department: 49450 SEWER DEPARTMENT						
601.49450.41010	FULL TIME EMPLOYEES	137,607.00	122,874.43	9,770.50	14,732.57	89.29
601.49450.41013	OVERTIME	9,480.00	1,601.34	20.62	7,878.66	16.89
601.49450.41020	ON CALL SALARIES	5,417.00	184.22	40.06	5,232.78	3.40
601.49450.41040	TEMPORARY EMPLOYEES	0.00	6,315.51	0.00	(6,315.51)	100.00
601.49450.41050	VACATION BUY BACK	3,000.00	403.37	403.37	2,596.63	13.45
601.49450.41210	PERA CONTRIBUTIONS-EMPLOYER	11,057.00	9,530.41	737.29	1,526.59	86.19
601.49450.41220	FICA/MC CONTRIBUTIONS-EMPLOYER	11,900.00	9,956.32	762.41	1,943.68	83.67
601.49450.41300	HEALTH INSURANCE	25,128.00	19,173.64	1,662.12	5,954.36	76.30
601.49450.41313	LIFE INSURANCE	95.00	87.06	7.76	7.94	91.64
601.49450.41510	WORKERS COMPENSATION	8,286.00	8,667.74	349.96	(381.74)	104.61
601.49450.42000	OFFICE SUPPLIES	800.00	0.00	0.00	800.00	0.00
601.49450.42030	PRINTED FORMS	1,600.00	0.00	0.00	1,600.00	0.00
601.49450.42100	OPERATING SUPPLIES	500.00	365.42	0.00	134.58	73.08
601.49450.42120	MOTOR FUELS & LUBRICANTS	4,000.00	4,328.77	130.39	(328.77)	108.22

REVENUE AND EXPENDITURE REPORT FOR CITY OF SPRING LAKE PARK

Balance As of 11/30/2024

GL Number	Description	2024 Amended Budget	YTD Balance 11/30/2024 Normal (Abnormal)	Activity For 11/30/2024 Increase (Decrease)	Available Balance 11/30/2024 Normal (Abnormal)	% Bdgt Used
Fund: 601 PUBLIC UTILITIES OPERATIONS						
Account Category: Expenditures						
Department: 49450 SEWER DEPARTMENT						
601.49450.42200	REPAIR & MAINTENANCE	15,000.00	14,899.25	0.00	100.75	99.33
601.49450.42210	EQUIPMENT PARTS	8,000.00	763.27	274.75	7,236.73	9.54
601.49450.42220	POSTAGE	2,500.00	1,835.87	2.76	664.13	73.43
601.49450.42221	TIRES	1,500.00	0.00	0.00	1,500.00	0.00
601.49450.42222	STREET REPAIRS	3,000.00	0.00	0.00	3,000.00	0.00
601.49450.42262	WATER METER & SUPPLIES	6,500.00	0.00	0.00	6,500.00	0.00
601.49450.42280	UNIFORM ALLOWANCE	1,050.00	874.98	31.23	175.02	83.33
601.49450.43010	AUDIT & ACCTG SERVICES	6,700.00	6,962.50	0.00	(262.50)	103.92
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	642.96	60.96	232.04	73.48
601.49450.43310	TRAVEL EXPENSE	1,500.00	0.00	0.00	1,500.00	0.00
601.49450.43500	PRINTING & PUBLISHING	300.00	0.00	0.00	300.00	0.00
601.49450.43600	INSURANCE	15,300.00	21,179.65	0.00	(5,879.65)	138.43
601.49450.43810	ELECTRIC UTILITIES	5,800.00	4,991.82	558.15	808.18	86.07
601.49450.43840	METRO WASTE CONTROL	623,491.00	571,533.49	51,957.59	51,957.51	91.67
601.49450.44000	CONTRACTUAL SERVICE	10,000.00	4,386.79	0.00	5,613.21	43.87
601.49450.44050	MAINTENANCE AGREEMENTS	9,868.00	10,282.39	59.40	(414.39)	104.20
601.49450.44300	CONFERENCE & SCHOOLS	2,000.00	355.00	0.00	1,645.00	17.75
601.49450.44330	DUES & SUBSCRIPTIONS	340.00	62.50	0.00	277.50	18.38
601.49450.44390	MISCELLANEOUS	250.00	33.00	0.00	217.00	13.20
601.49450.44450	RESERVE CAPACITY CHARGES	12,425.00	2,771.44	0.00	9,653.56	22.31
601.49450.47000	PERMANENT TRANSFERS OUT	216,333.00	30,000.00	0.00	186,333.00	13.87
Total Dept 49450 - SEWER DEPARTMENT		1,162,902.00	855,063.14	66,829.32	307,838.86	73.53
Expenditures		2,001,209.00	1,499,590.41	114,739.40	501,618.59	74.93
Fund 601 - PUBLIC UTILITIES OPERATIONS:						
TOTAL REVENUES		2,001,209.00	1,359,511.70	8,008.49	641,697.30	
TOTAL EXPENDITURES		2,001,209.00	1,499,590.41	114,739.40	501,618.59	
NET OF REVENUES & EXPENDITURES:		0.00	(140,078.71)	(106,730.91)	140,078.71	

REVENUE AND EXPENDITURE REPORT FOR CITY OF SPRING LAKE PARK

Balance As of 11/30/2024

GL Number	Description	2024 Amended Budget	YTD Balance 11/30/2024 Normal (Abnormal)	Activity For 11/30/2024 Increase (Decrease)	Available Balance 11/30/2024 Normal (Abnormal)	% Bdgt Used
Fund: 603 STORMWATER UTILITY						
Account Category: Revenues						
Department: 00000						
603.00000.36210	INTEREST EARNINGS	500.00	0.00	0.00	500.00	0.00
603.00000.36504	STORMWATER COLLECTION	103,364.00	77,291.20	(7.31)	26,072.80	74.78
603.00000.36506	STORMWATER PENALTIES	1,000.00	2,178.03	674.28	(1,178.03)	217.80
Total Dept 00000		104,864.00	79,469.23	666.97	25,394.77	75.78
Revenues		104,864.00	79,469.23	666.97	25,394.77	75.78
Account Category: Expenditures						
Department: 49785 STORMWATER UTILITY						
603.49785.41010	FULL TIME EMPLOYEES	12,434.00	11,627.30	949.15	806.70	93.51
603.49785.41050	VACATION BUY BACK	1,000.00	237.30	237.30	762.70	23.73
603.49785.41210	PERA CONTRIBUTIONS-EMPLOYER	1,008.00	889.28	71.20	118.72	88.22
603.49785.41220	FICA/MC CONTRIBUTIONS-EMPLOYER	1,028.00	900.71	88.81	127.29	87.62
603.49785.41300	HEALTH INSURANCE	1,370.00	1,546.90	142.16	(176.90)	112.91
603.49785.41313	LIFE INSURANCE	7.00	74.20	0.43	(67.20)	1,060.00
603.49785.41510	WORKERS COMPENSATION	452.00	220.35	84.75	231.65	48.75
603.49785.42200	REPAIR & MAINTENANCE	25,000.00	126.58	0.00	24,873.42	0.51
603.49785.42280	UNIFORM ALLOWANCE	65.00	0.00	0.00	65.00	0.00
603.49785.43030	ENGINEERING FEES	8,000.00	3,030.25	1,830.00	4,969.75	37.88
603.49785.43040	LEGAL FEES	500.00	0.00	0.00	500.00	0.00
603.49785.43500	PRINTING & PUBLISHING	1,000.00	0.00	0.00	1,000.00	0.00
603.49785.44000	CONTRACTUAL SERVICE	25,000.00	11,322.88	0.00	13,677.12	45.29
603.49785.45000	CAPITAL OUTLAY	28,000.00	89,227.65	0.00	(61,227.65)	318.67
Total Dept 49785 - STORMWATER UTILITY		104,864.00	119,203.40	3,403.80	(14,339.40)	113.67
Expenditures		104,864.00	119,203.40	3,403.80	(14,339.40)	113.67
Fund 603 - STORMWATER UTILITY:						
TOTAL REVENUES		104,864.00	79,469.23	666.97	25,394.77	
TOTAL EXPENDITURES		104,864.00	119,203.40	3,403.80	(14,339.40)	
NET OF REVENUES & EXPENDITURES:		0.00	(39,734.17)	(2,736.83)	39,734.17	
Report Totals:						
TOTAL REVENUES - ALL FUNDS		7,479,966.00	4,738,961.43	137,037.41	2,741,004.57	
TOTAL EXPENDITURES - ALL FUNDS		7,473,086.00	6,325,737.66	531,924.25	1,147,348.34	
NET OF REVENUES & EXPENDITURES:		6,880.00	(1,586,776.23)	(394,886.84)	1,593,656.23	

12/09/2024

CASH SUMMARY REPORT FOR CITY OF SPRING LA
From 11/01/2024 to 11/30/2024
FUNDS: 101, 102, 103, 104, 105 (62 more)

Fund Description	Beginning Balance 11/01/2024	Total Debits
101 GENERAL FUND	2,530,336.52	134,659.39
102 ELECTION FUND	84,120.98	0.00
103 POLICE RESERVES & SAFETY EDUCATION FUND	14,926.01	0.00
104 NORTH CENTRAL SUBURBAN CABLE	20,672.76	0.00
108 POLICE FORFEITURES	15,642.41	558.00
112 ESCROW TRUST FUND	207,769.55	3,696.80
115 COMPREHENSIVE PLAN UPDATE	10,516.58	0.00
224 SMALL EQUIPMENT FUND	6,890.04	0.00
225 PARK ACQUISITION & IMPRV FUND	201,934.08	0.00
226 PARK EQUIPMENT & IMPRV	68,304.98	0.00
227 HRA EXCESS	1,192,843.76	9,730.61
229 SANBURNOL PARK IMPROVEMENT FUND	27,807.49	0.00
230 RECYCLING FUND	152,077.16	3,850.57
234 STREET LIGHTING FUND	90,998.89	1,129.72
235 RIGHT OF WAY MAINT	1,967.12	0.00
237 PARK & RECREATION SPECIAL PRJ	5,137.19	0.00
238 GRANTS & SPECIAL PRJ	1,644.02	0.00
240 TOWER DAYS	23,417.55	0.00
243 PUBLIC SAFETY RADIO REPLACEMENT	103,459.15	0.00
244 RECREATION PROGRAMS FUND	467,438.26	21,095.99
248 TRAFFIC EDUCATION FUND	35,551.96	0.00
249 EMERGENCY MANAGEMENT	20,208.75	0.00
250 ANIMAL CONTROL	5,984.54	0.00
251 FORESTRY	37,977.92	0.00
304 N METRO TELECOMMUNICATIONS 2016A	312.55	0.00
306 LEGENDS OF SLP-TIF 6.1	23,594.72	0.00
331 2017A GO EQUIP CERT DEBT (SBM FIRE)	16,444.14	0.00
333 2018A BLAINE FIRE DEBT SERVICE	(4,632.72)	0.00
334 2021A G.O. IMPRV REFUND BOND	410,954.61	0.00
384 2005A G.O. CAPITAL (FIRE) IMPROV BOND	508.12	0.00
400 REVOLVING CONSTRUCTION FUND	329,901.05	2,062.15
401 CAPITAL INVESTMENT FUND	1,752,884.32	0.00
402 MSA MAINTENANCE	228,271.93	0.00
403 CAPITAL REPLACEMENT	426,548.33	0.00
407 SEALCOATING FUND	144,285.20	6,828.64
410 LAKESIDE LIONS PARK IMPROVEMENT	22,314.32	0.00
416 BUILDING MAINT & RENEWAL FUND	157,232.68	0.00
434 EQUIPMENT FUND	254,489.31	6,037.57
435 2024 CITY HALL RENOVATION/EXPANSION PROJ	2,902,398.83	0.00
600 PUBLIC UTILITIES RENEWAL & REPLACEMENT	922,883.94	7,217.22

601	PUBLIC UTILITIES OPERATIONS	1,055,778.79	54,982.10
602	WATER TREATMENT PLANT	2.55	37.54
603	STORMWATER UTILITY	206,492.72	2,604.91
700	SEVERANCE FUND	114,023.02	0.00
705	PUBLIC SAFETY AID	236,048.15	0.00
	REPORT TOTALS:	<hr/> 14,528,364.23	254,491.21

LAKE PARK

Total Credits	Ending Balance 11/30/2024
155,387.12	2,509,608.79
10,006.21	74,114.77
0.00	14,926.01
0.00	20,672.76
573.49	15,626.92
354.37	211,111.98
0.00	10,516.58
0.00	6,890.04
110,840.63	91,093.45
0.00	68,304.98
51,037.66	1,151,536.71
0.00	27,807.49
17,191.61	138,736.12
174.66	91,953.95
0.00	1,967.12
0.00	5,137.19
0.00	1,644.02
350.00	23,067.55
0.00	103,459.15
49,780.31	438,753.94
0.00	35,551.96
7.61	20,201.14
0.00	5,984.54
0.00	37,977.92
0.00	312.55
0.00	23,594.72
0.00	16,444.14
0.00	(4,632.72)
296,145.00	114,809.61
0.00	508.12
23,918.47	308,044.73
0.00	1,752,884.32
0.00	228,271.93
0.00	426,548.33
0.00	151,113.84
0.00	22,314.32
0.00	157,232.68
323,430.34	(62,903.46)
47,060.41	2,855,338.42
1,011.75	929,089.41

83,758.37	1,027,002.52
0.00	40.09
3,894.68	205,202.95
0.00	114,023.02
0.00	236,048.15

1,174,922.69	13,607,932.75
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RESOLUTION NO. 2024-71

A RESOLUTION ACCEPTING A DONATION TO THE CITY

WHEREAS, the City of Spring Lake Park is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, and is specifically authorized to accept gifts; and

WHEREAS, Barbara Yawn has graciously offered to contribute \$210.00 to the city; and

WHEREAS, Barbara Yawn's donation is to be applied toward the Park's Special Projects Fund; and

WHEREAS, all such donations have been contributed to the city for the benefit of its citizens, as allowed by law; and

WHEREAS, the City Council finds that it is appropriate to accept the donation offered.

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

1. The donations described above are accepted with gratitude and shall be used in accordance to the purpose stated above.
2. The Administrator, Clerk/Treasurer is hereby directed to issue receipts to the donor acknowledging the city's receipt of the donor's donation.
3. The City Council authorizes the transfer from the City Council's stipend fund to the Spring Lake Park Special Projects Fund.

The foregoing resolution was moved for adoption by

Upon roll call, the following voted aye:

And the following voted nay:

Whereupon the Acting Mayor declared said resolution duly passed and adopted this 16th day of December, 2024.

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, Administrator

CITY OF SPRING LAKE PARK

RESOLUTION NO. 2024-74

**RESOLUTION AUTHORIZING APPLICATION FOR COMMUNITY DEVELOPMENT
BLOCK GRANT (CDBG)**

BE IT RESOLVED that City of Spring Lake Park act as legal sponsor for the project contained in the CDBG application to be submitted on January 3, 2025 for the Terrace Park Shelter Project and that Kay Okey is hereby authorized to apply to Anoka County for funding of this project on behalf of City of Spring Lake Park.

BE IT FURTHER RESOLVED that the applicant maintains an adequate Conflict of Interest Policy and, throughout the term of the contract, will monitor and report any actual or potential conflicts of interest to the State, upon discovery.

BE IT FURTHER RESOLVED that City of Spring Lake Park has the legal authority to apply for financial assistance, and it has the financial capability to meet the match requirement (if any) and ensure adequate construction, operation, maintenance and replacement of the proposed project for its design life.

BE IT FURTHER RESOLVED that City of Spring Lake Park has not incurred any development costs and has not entered into a written purchase agreement to acquire the property described in the Cost Breakdown section on this application.

BE IT FURTHER RESOLVED that City of Spring Lake Park has or will acquire fee title or permanent easement over the land described in the boundary map or recreational site plan included in the application.

BE IT FURTHER RESOLVED that, upon approval of its application by the County, City of Spring Lake Park may enter into an agreement with the County for the above-referenced project, and that City of Spring Lake Park certifies that it will comply with all applicable laws and regulations as stated in the grant agreement including dedicating the park property for uses consistent with the funding grant program into perpetuity.

BE IT FURTHER RESOLVED that the Mayor and City Administrator are hereby authorized to execute such agreements as necessary to implement the project on behalf of the applicant.

The foregoing Resolution was moved for adoption by .

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

And the following voted against the same:

Whereon the Mayor declared said Resolution duly passed and adopted the 16th day of December, 2024.

APPROVED BY:

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator



WHAT SAFEASSURE WILL DO FOR THE CITY OF SPRING LAKE PARK

**INFORMATION
PACKET/PROPOSAL**

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

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

A.W.A.I.R.

MN Statute 182.653

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

BLOODBORNE PATHOGENS

29 CFR 1910.1030

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

CONFINED SPACE

29 CFR 1910.146

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

CONTROL OF HAZARDOUS ENERGY

29 CFR 1910.147 &

MN Statute 5207.0600

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

EMERGENCY ACTION PLAN

29 CFR 1910.35 THRU .38

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

ERGONOMICS

29 CFR PART 1910.900 THRU 1910.944

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

EXCAVATIONS/TRENCHING 1926.651 (k)(1)

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

GENERAL DUTY CLAUSE

PL91-596

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

HAZARD COMMUNICATIONS

29 CFR 1910.1200 &

MN Statute 5206.0100 thru 5206.1200

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

LOGGING OPERATIONS 1910.266 (i)(1)

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

MOBILE EARTHMOVING EQUIPMENT

MN RULES 5207.1000

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

OCCUPATIONAL NOISE EXPOSURE

29 CFR 1910.95

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

OVERHEAD CRANES

1910.179(j)(3)

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

PERSONAL PROTECTIVE EQUIPMENT

1926.95 a)

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

RESPIRATORY PROTECTION

29 CFR 1910.134

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

RECORDING AND REPORTING OCCUPATIONAL INJURIES AND ILLNESSES

29 CFR 1904

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

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

1910 Subparts

Subpart D - Walking - Working Surfaces

Subpart E - Means of Egress

Subpart F - Powered Platforms, Man-lifts, and Vehicle-Mounted Work Platforms

Subpart G - Occupational Health and Environmental Control

Subpart H - Hazardous Materials

Subpart I - Personal Protective Equipment

Subpart J - General Environmental Controls

Subpart K - Medical and First Aid

Subpart L - Fire Protection

Subpart M - Compressed Gas and Compressed Air Equipment

Subpart N - Materials Handling and Storage

Subpart O - Machinery and Machine Guarding

Subpart P - Hand and Portable Powered Tools and Other Hand-Held Equipment.

Subpart Q - Welding, Cutting, and Brazing.

Subpart S - Electrical

Subpart Z - Toxic and Hazardous Substances

1926 Subparts

Subpart C - General Safety and Health Provisions

Subpart D - Occupational Health and Environmental Controls

Subpart E - Personal Protective and Life Saving Equipment

Subpart F - Fire Protection and Prevention

Subpart G - Signs, Signals, and Barricades

Subpart H - Materials Handling, Storage, Use, and Disposal

Subpart I - Tools - Hand and Power

Subpart J - Welding and Cutting

Subpart K - Electrical

Subpart L - Scaffolds

Subpart M - Fall Protection

Subpart N - Cranes, Derricks, Hoists, Elevators, and Conveyors

Subpart O - Motor Vehicles, Mechanized Equipment, and Marine Operations

Subpart P - Excavations

Subpart V - Power Transmission and Distribution

Subpart W - Rollover Protective Structures; Overhead Protection

Subpart X - Stairways and Ladders

Subpart Z - Toxic and Hazardous Substances

Applicable MN OSHA 5205 Rules

Applicable MN OSHA 5207 Rules

Applicable MN OSHA 5206 Rules (Employee Right to Know)

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

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

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

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

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

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

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

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

ADDENDUM
SAFETY PROGRAM RECOMMENDATIONS
The City of Spring Lake Park

Written Programs & Training

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

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

Bloodborne Pathogens

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

Chainsaw/Tree Trimming

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

Confined Space

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

Contractors Safety Program

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

Cranes-Chains-Slings

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

Emergency Action Plan

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

Employee Right to Know/Hazard Communication

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

Ergonomics/Proper Lifting

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

Fleet Safety/Defensive Driving

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

General Safety Requirements (other as required)

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

Hearing Conservation (Occupational Noise Exposure)

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

Lock Out/Tag Out (Control of Hazardous Energy)

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

Mobile Earthmoving Equipment

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

Personal Protective Equipment

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

Recordkeeping

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

Respiratory Protection

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

Trenching/Excavation

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

The "SafeAssure Advantage"

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

Service Agreement

THIS AGREEMENT is effective the first day of January 2025 between The City of Spring Lake Park, Spring Lake Park, Minnesota, herein referred to as The City of Spring Lake Park and SafeAssure Consultants, Inc. 7505 93rd AVE NE, Spicer, Minnesota, herein referred to as SafeAssure.

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

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

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

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

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

ANNUAL SERVICE AGREEMENT (FULL SERVICE)	\$7,865.31
SDS ON-LINE SERVICES	(included)

TOTAL ANNUAL \$ \$7,865.31

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

X _____
The City of Spring Lake Park Date

X _____
The City of Spring Lake Park Date

X 

President-SafeAssure Date 120424



Memorandum

To: Mayor Nelson and Members of the City Council

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

Date: November 27, 2024

Subject: Overview of Release

Please find attached a release agreement between the City of Spring Lake Park and Stantec Consulting Services Inc. This release resolves an issue arising from the design of the holding cell in the Spring Lake Park City Hall renovation project.

Stantec designed the holding cell but was unaware that the plans required review and approval by the Minnesota Department of Corrections (DOC) as stipulated under Minnesota Statute 642.02, subdivision 1. Unfortunately, the review occurred after the cell was constructed, and deficiencies were identified by DOC.

To rectify these, Stantec has agreed to cover the additional costs necessary to bring the holding cell into compliance with DOC standards. These costs will be reimbursed to the City as a credit of \$3,422.81 on Stantec's December 2024 invoice for architectural services. The release ensures that no further claims or actions will be pursued related to this issue, with Stantec denying any liability as part of this settlement.

The City Attorney has reviewed the release and recommends approval.

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

FULL AND FINAL RELEASE

IN CONSIDERATION of the sum of \$3,422.81 to be paid as a credit on Stantec’s December 2024 invoice the sufficiency and receipt of which is acknowledged, **City of Spring Lake Park, MN** (the “Releasor”) hereby remises, releases and forever discharges **Stantec Consulting Services Inc.** (the “Releasee”), of and from any and all manner of actions, causes of action, claims and demands, whether at law or in equity, of every nature and kind which the Releasor had, now has or hereafter may have, whether known or unknown, and whether existing now or arising in the future, from or relating to the claims, issues and matters that were made or raised or properly could have been made or raised as of the date hereof, that are directly related to the Releasee’s professional services to the Releasor in relation to the work on the holding cell walls described in Change Order #003 dated October 11, 2024 (the “Additional Work”) to the Contract for Construction between the Releasor and Construction Results Corporation dated February 5, 2024, in the Spring Lake Park City Hall Renovation/Expansion project (the “Project”). Releasor and Releasee are sometimes collectively referred to herein as the “parties” or each a “party”.

AND FOR THE SAID CONSIDERATION, the Releasor hereby agrees not to make any claim or take any proceedings directly related to the Additional Work against any other person or corporation who might claim contribution or indemnity from the person, persons or corporation discharged by this Release.

IT IS UNDERSTOOD AND AGREED that this Release and settlement represents the compromise of disputed claims for the purpose of making a full and final compromise, adjustment or settlement of all claims resulting from the matters referred to herein and that the settlement does not constitute any admission of liability on the part of the either party hereto and that such liability is specifically denied.

WHENEVER the words “Releasee” or “Releasor” or “parties” or “party” are used, they shall include the heirs, executors, administrators, successors, predecessors, officers, directors, employees, agents and assigns, and this Release shall bind them or enure to their benefit, whichever the case may be.

THE RELEASOR and RELEASEE hereby acknowledge having had an opportunity to review this Release. The Releasor and Releasee understand all of the terms contained in the Release and acknowledges that the only consideration for this Release is as referred to above, and understands its effect.

THIS RELEASE contains the entire agreement between the parties mentioned herein in connection with the matters set forth above, and the terms of this Release are contractual and not a mere recital.

THIS RELEASE may be executed in counterparts, each of which shall constitute an original instrument and which counterparts together shall constitute the same instrument. The use of electronic signatures and delivery by any party to the other of a facsimile or other electronic copy of a signed counterpart shall have the same legally binding effect as the delivery of an original signed counterpart.

IN WITNESS WHEREOF, the undersigned representatives of Releasor and Releasee hereby certify and warranty their respective empowerment to bind the respective parties hereto to the terms of this Full and Final Release, on the date set forth below.

STANTEC CONSULTING SERVICES INC.

CITY OF SPRING LAKE PARK, MN

PER: 

PER: _____

Dated: December 9, 2024

Dated: _____

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

Contractor's Licenses

December 16, 2024

Mechanical Contractor

Ideal Air, LLC.

Residential Heating and Air, Inc.

Plumbing Contractor

Commers Conditioned Water Company

Seabass Plumbing, LLC.

2025-2026 Garbage Haulers

Ace Solid Waste, Inc.

Curbside Waste, Inc.

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

**Business License
Dance
December 16, 2024**

**Dala 1, Inc.
8407 Plaza Blvd NE
Spring Lake Park MN 55432
D25-1**

**RS Properties dba The Sunset Grill
8466 Hwy 65 NE
Spring Lake Park MN 55432
D25-2**

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

**Business License
Liquor License
December 16, 2024**

<u>Intoxicating On-Sale</u>	<u>Main License</u>	<u>Sunday License</u>	<u>2AM License</u>
Dala 1, Inc 8407 Plaza Blvd NE	ONS-25-01	ONSS-25-01	
Don Goyo Bar & Grill 8492 Central Avenue NE	ONS-25-02	ONSS-25-02	
Frida's Little Mexico Restaurant 8197 University Avenue NE	ONS-25-03	ONSS-25-03	
Hy-Vee Market Grille 8155 Hwy 65 NE #3	ONS-25-04	ONSS-25-04	
Monte's of Spring Lake Park, Inc 8299 University Avenue NE	ONS-25-05	ONSS-25-05	
RS Properties dba The Sunset Grill 8466 Hwy 65 NE	ONS-25-06	ONSS-25-06	
Taco Lindo of Spring Lake Park 8188 Hwy 65 NE	ONS-25-07	ONSS-25-07	
<u>Club</u> Kraus Hartig VFW 8100 Pleasant View Drive NE	MCLONSL-01		
<u>Off-Sale Intoxicating</u> Hy-Vee Wine & Spirits 8155 Hwy 65 NE #2	OFSL-25-01		

3.2 Off-Sale

Hy-Vee
8155 Hwy 65 NE

Main License

3.2OFSL-25-01

Sunday License

3.2OFSL-25-01

2AM License

Tap Room

Torg Brewery
8421 University Avenue NE

TRONSS-25-01

BROFSL-25-01

TRONSSS-25-01

BROFSL-25-01

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

**Business License
Massage Therapy
December 16, 2024**

Hair By Hughes

913 Manor Drive NE

Spring Lake Park MN 55432

Enterprise License – Carlene Bayer

MTE-25-01

Individual Tech License – Holly Rosa

MT-25-01

Spring Lake Park Spa

7777 Highway 65 NE

Spring Lake Park MN 55432

Enterprise License – Xiaoxin Qu

MTE-25-02

Individual Tech License – Xiaoxin Qu

MT-25-02

Individual Tech License – Lucky Ling Yang

MT-25-03

Individual Tech License – Li Hua Wang

MT-25-04

Acupressure Massage

8189 University Avenue NE

Spring Lake Park MN 55432

Enterprise License – Jian Shi

MTE-25-03

Individual Tech License – Jian Shi

MT-25-05

Individual Tech License – Jianyan Shi

MT-25-06

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

**Business License
Pawn Broker License
December 16, 2024**

**Lincoln Pawn & Jewelry
8480 Hwy 65 NE
Spring Lake Park MN 55432
PS-25-01**

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

**Business License
Tobacco License
Cannabinoid License Registration
December 16, 2024**

**Dicks Vape Shop
7777 Hwy 65 NE
Spring Lake Park MN 55432
T25-1
C25-1**

**Holiday Stationstore LLC
dba Holiday Stationstore #2746334
8101 University Avenue NE
Spring Lake Park MN 5543
T25-2**

**Hy-Vee, Inc. dba Fast & Fresh
8101 Hwy 65 NE
Spring Lake Park MN 55432
T25-3**

**Hy-Vee, Inc. dba Hy-Vee Wine & Spirits
8155 Hwy 65 NE
Spring Lake Park MN 55432
T25-4**

**HK Corporation dba Speedway #4828
7701 Hwy 65 NE
Spring Lake Park MN
T25-5**

**JJN LLC dba Ghost Dispensary
1450 85th Ave NE Suite 1458
Spring Lake Park MN 55432
T25-6
C25-2**

**Mazaj 369 Inc
8484 Hwy 65 NE
Spring Lake Park MN 55432
T25-7
C25-3**

**Super Tobacco 4 LLC
8097 Central Avenue NE Ste. 105
Spring Lake Park MN 55432
T25-8
C25-4**

**Super Tobacco 6 LLC
8185 University Avenue NE
Spring Lake Park MN 55432
T25-9
C25-5**

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

**Business License
Used Car License
December 16, 2024**

American Enterprises, LLC
CD-25-01

Central Bargain Lot
CD-25-02

Citi Group Auto, Inc. dba Motomaxx, Inc
CD-25-03

Enterprise Leasing Co. of MN LLC
CD-25-04

Fridley Motor Company dba Friendly Chevrolet
CD-25-05

Northtown Auto Sales & Service, Inc.
CD-25-06

Perfect 10 Auto, Inc.
CD-25-07

Platinum Auto Group
CD-25-08

Spring Lake Park Auto
CD-25-09

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

**Kennel License
December 12, 2024**

**Alexandra Ceden
7925 6th Street NE
Spring Lake Park MN 55432**



Police Report

November 2024

Submitted for Council Meeting December 16, 2024

The Spring Lake Park Police Department responded seven hundred and ninety-two calls for service for the month of November 2024. This is compared to responding to seven hundred and forty-five calls for service for November 2023.

School Resource Officer Imig reports handling seven calls for service at our local schools, along with conducting twelve student contacts, twenty-two escorts, and eight follow-up investigations into school-related issues. For further details see Officer Imig attached report.

Investigator Bennek reports handling thirty-three cases for the month of November 2024. Thirty felony cases and three misdemeanor cases. Investigator Bennek also reports monitoring five forfeiture cases. Inv. Bennek reported attending the North Metro Crime Collaboration and Intelligence meeting the Anoka County Domestic Abuse Lethality meeting. Investigator Bennek also reported being transferred 3 times to work patrol shifts in the month of November 2024. For further details please see Investigator Benneks full report.

I continued to stay busy in the month of November 2024. Along with the day to day operations I continued to work on various building remodel projects, represented the City of Spring Lake Park at several meetings throughout the month of November including the following:

- Weekly city hall remodeling project meetings
- City council meetings
- City Department head meeting
- Anoka County SWAT meeting
- County Attorney meeting regarding JLEC Chair
- Anoka County Chiefs of Police meeting
- Anoka County Emergency Management meeting
- Chief Katers Ramsey PD retirement party
- Hennepin Tech advisory board meeting (Named chair for 2025)
- Axon renewal meeting
- Interviewed an applicant for the police officer position

This will conclude my report for the month of November 2023.

I will take any questions you may have?



Investigator

Tony Bennek

Spring Lake Park Police Department

Monthly Report

November 2024

Total Case Load

Case Load by Level of Offense: 33

Felony	30
Gross Misdemeanor	0
Misdemeanor	3

Case Dispositions:

County Attorney	30
Juvenile County Attorney	0
City Attorney	3
Forward to Other Agency	0
SLP Liaison	0
Carried Over	0
Unfounded	0
Exceptionally Cleared	0
Closed/Inactive	0

Forfeitures:

Active Forfeitures	5
Forfeitures Closed	1

School Resource Officer Report

November 2024

Incidents by School Location	Reports (ICRs)	Student Contacts*	Escorts/Other	Follow Up Inv.
Spring Lake Park High School	6	12	22	8
Discovery Days (pre-school)				
Lighthouse School				
Park Terrace Elementary School	1			
District Office				
Able and Terrace Parks (School Related)				
School Related				
Miscellaneous Locations				
Totals:	7	12	22	8

*refers to consultations with students not requiring a police report

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

Parks and Recreation Department

November 2024 Report

Recreation Programs offered during the month

- Art Classes: Day Painting - Mystery Design Season
 - Art Classes: Mandala Rock Painting - Nov 6
 - Art Classes: Mixed Media Teachers Choice
 - Art Classes: Paint with Me - "Teachers Choice"
 - DAY TRIP: Ozark Jubilee Presents: Branson Country Christmas
 - DAY TRIP: White Christmas - Chanhassen Dinner Theatre
 - Dungeons & Dragons: Parent/Child Learn-to-Play (Ages 8+)
 - Getting Started with Libby: November
 - Parent/Child Pickleball Clinic (Ages 10+)
 - Pickleball for Beginners (Ages 18+)
 - Red Cross Babysitters Classes (Ages 11-17)
 - RevSports Basketball - Fall Session II (Ages 3-9)
 - Spruce Tips Workshop
 - Travel Show: 10:00 AM - Nov 13, 2024
 - Travel Show: 6:00 PM - Nov 13, 2024
 - VIRTUAL - Level Up Your Genealogy 2: Boot Camp
 - VIRTUAL - Social Media for Business
 - Virtual Cooking Class: Chicken Shawarma Meal (High Protein)
 - VIRTUAL: Google Sheets for Beginners
 - Yoga - November Session (Ages 18+)
 - Zumba - Session II (Ages 18)
-

Parks

- Rental Reservations Form for rentals now available online: <https://slprec.org/parksrec/page/facility-use-permit-application>.
- Able Park Activities Building was rented out 6 times and used 13 times for city programs and meetings.
- Terrace Park Playground – will be completed in the spring.
- Spring Lake thin ice signs are out and also at Triangle Pond.
- Public Works working on ice rinks. Will post on Facebook when ready.

Tower Days -

- 2025 Planning Meeting will meet again on January 28, 6:30pm Able Park Building
- The Band *Good for Gary* has been booked for Saturday evening and *Free & Easy* for Sunday evening
- Forms updated on website. Getting inquiries from sponsors.

Parks & Recreation Commission

- The Commission met in November and reviewed the Terrace Park Activities Building design created by Stantec. Made recommendations.
- Next meeting will be January 7 at 6:00pm at Able Park Building
- Thank you to Barbara Yawn for her service stepping down at end of year.

Department Activity

- Staff are busy with day to day operations, program planning, program registrations, facility reservations, room set ups and attending programs.
- Winter Catalog mailed out to residents.
- Director Okey attended the following meetings and events during the month:
 - City Council
 - Anoka County Adaptive Program Meeting
 - Construction meetings on City Hall
 - Staff meetings
 - Department Head Meeting
 - Terrace Park Building Design Meetings

Upcoming Park and Recreation Activities

Adult Pickleball Ladder Leagues - Winter (Ages 18+)
Art Classes: Paint with Me - Winter Fun
Babysitters Classes (Ages 11-17)
DAY TRIP: Folsom Prison Experience - Johnny Cash
DAY TRIP: Vintage Vegas New Years Eve - Fireside Lounge
DAY TRIP: White Christmas - Chanhassen Dinner Theatre
Dungeons & Dragons: Tabletop Gaming (Ages 10+)

FREE Class - Medicare 101
Hand and Foot Card Club
Intro to Pickleball Clinic (Ages 18+)
Jeff Sandino Cooking Class: Traditional Italian Cuisine
Music Together - Winter Session (Ages 0-5)
North Metro Bean Bag Toss League - Winter Season (Ages 18+)
North Metro Volleyball League - Winter Season (Ages 18+)
Pickleball Skills & Drills (Ages 18+)

Parks and Recreation Monthly Report

QC Dance - Weekly Classes Session I
(Ages 0-11)
RevSports Volleyball - Session I (Ages
4-12)
Virtual - FREE Home Buyer Seminar
VIRTUAL - Introduction to Genealogy
VIRTUAL - Parents with Littles - Your
Tech Safety Toolbox
VIRTUAL - Practical ChatGPT Training
VIRTUAL - Tech-Savvy Survival
Virtual Cooking Class: Soups & Bread
Bowls
Virtual Cooking: Escape to the
Mediterranean!
WINTER BREAK OUTINGS & EVENTS
(Ages 6-12)
Yoga - January Session (Ages 18+)

Earth Day Cleanup

Earth Day is an annual opportunity for communities to unite in protecting and enhancing our environment. To celebrate this year, we are organizing a community cleanup event on **Saturday, April 26** at **Able Park**. This initiative will engage local residents in removing litter, restoring natural spaces, and fostering environmental awareness.

Event Details

- **Date:** Sat. April 26, 2025
- **Time:** 9:00am – 11:00am
- **Location(s):** 8200 Able St
- **Key Activities:**
 - Litter collection and sorting for recycling
 - Public education on waste reduction and recycling

Support Requested from the City Council

To make this event successful, we request the council's support in the following areas:

1. **Materials and Supplies:**
 - Trash bags, gloves, and other cleanup tools.
 - Recycling bins and signage for sorting waste.
 - Refreshments for volunteers
2. **Promotion and Outreach:**
 - Advertising the event via the city's website, social media, and newsletters.
 - A city council representative's attendance to inspire community participation.
 - Reach out to local contacts
3. **Funding**
 - Sponsorships

Collaborate with Local Groups

- Partner with environmental organizations, schools, businesses, or neighborhood associations to broaden support and participation.
- Work with SLP Lions as volunteers for registration area and refreshments.

Community Benefits

This event will:

- Enhance the cleanliness and beauty of our city.

- Encourage environmental stewardship among residents.
- Build community spirit through shared responsibility.

Conclusion

We are excited to bring this initiative to our community and would greatly appreciate the council's involvement and support. Please let me know if there are any steps we need to take to move forward or present this in greater detail at an upcoming council meeting.

Thank you for considering this opportunity to work together toward a cleaner and greener Spring Lake Park.

Sincerely,

Kay Okey
Parks and Recreation Director



City of Spring Lake Park
December 16, 2024

2024 MS4 Permit
Annual Public Meeting

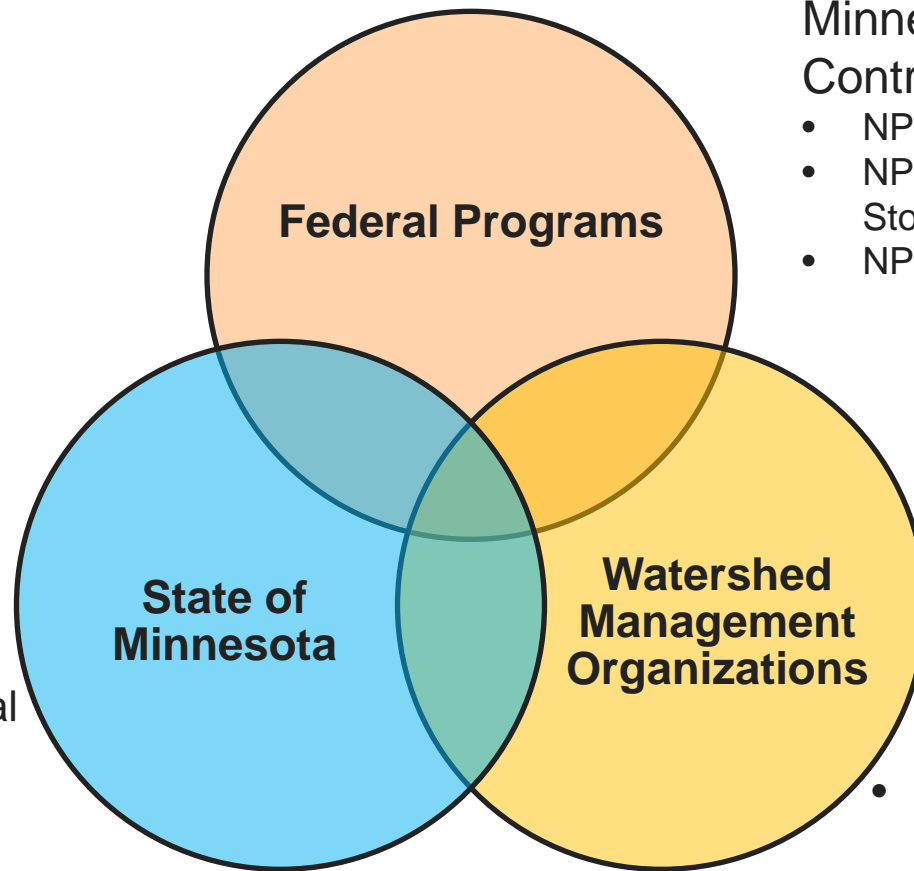


What is an MS4?

Municipal Separate Storm Sewer System (MS4)

- Owned by a State, City, Village, or Other Public Entity that discharges to Waters of the U.S.
- Designed or used to collect or convey stormwater
- Not a combined sewer system
- Not part of a Publicly Owned Treatment Works (sewage treatment plant)

Who is involved with Stormwater Management Regulation in Spring Lake Park



Minnesota Pollution Control Agency

- NPDES MS4 Permit
- NPDES Construction Stormwater Permit
- NPDES Industrial Permit

- Metropolitan Council
- Department of Natural Resources (DNR)
- State Board of Water and Soil Resources (BWSR)

- Coon Creek Watershed District
- Rice Creek Watershed District

Origins of the MS4 Permit

Environmental Protection Agency creates the NPDES program based on the 1972 Clean Water Act and delegates local authority to..



The Minnesota Pollution Control Agency which administers the MS4 program which includes...



The City of Spring Lake Park
MPCA extended permit coverage on October 28, 2021

Basic Components of the MS4 Permit

6 Minimum Control Measures

1. Public Education and Outreach
2. Public Participation and Involvement
3. Illicit Discharge Detection and Elimination
4. Construction Site Stormwater Runoff Control
5. Post-Construction Stormwater Management
6. Pollution Prevention/Good Housekeeping

Examples of Pollutant Sources

Organic Waste



Illicit Discharges



Construction Runoff



Chemical Application



How Does Spring Lake Park Comply with the MS4 Permit

- Partnerships with Watersheds
- City Ordinance and LWMP Requirements
- Implement Enforcement Response Procedures
- Storm Sewer System Map
- Stormwater Related Brochures and Articles
- MS4 Permit Annual Public Meeting
- Inspections (Illicit discharge, Construction, and MS4 System)
- Provide a Plan Review Checklist
- Street Sweeping
- Staff Training
- Facilities Inventory Assessment
- Pond Assessment
- MS4 Annual Reports (2022 and 2023 reports will be submitted next year)
- Participate in Audits (MPCA cancelled audit in spring 2023 due to staffing shortages)

Permit Updates

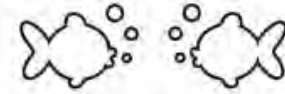
- New General Permit was issued November 16, 2020
- City submitted application April 14, 2021
- City submitted updated application May 26, 2021
- Permit coverage extended on October 28, 2021
- Incorporated new requirements by October 28, 2022



Questions?



PLEASE DON'T POLLUTE



**DRAINS TO
MISSISSIPPI RIVER**



Memorandum

To: Mayor Nelson and Members of the City Council

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

Date: November 25, 2024

Subject: Adoption of 2025 Fee Schedule

This memorandum provides a summary of the proposed changes and updates to the City of Spring Lake Park Fee Schedule for 2025.

Summary of Changes:

- *Residential and Commercial Plumbing & Mechanical Permits.* Increased mechanical permit fees to cover cost of inspection.
- *Park and Facility Rentals.* Updated rental rates for park facilities, hockey rinks, and community spaces, with differential pricing for residents and non-residents. Maintained damage deposit for park facilities.
- *Zoning and Development Fees.* Adjustments to comprehensive plan amendments, conditional use permits (CUP), and interim use permits (IUP) to cover costs. Separate site plan from concept plan in the fee schedule.
- *Administrative Offense Fees.* Added an administrative offense penalty for cannabis use in parks or other public places.
- *Licenses and Registrations.* Cannabis related license categories added, reflecting recent legislative changes.
- *Water, Sewer, and Street Fees.* Revisions to water and sewer connection fees to account for inflationary growth for water and sewer infrastructure construction. Updated street opening and right-of-way permit fees to line up with the cost of performing the service.

The proposed adjustments ensure that the City can continue to provide high-quality services while recovering the actual costs associated with permitting, licensing, and facility management. This approach aligns with the City's fiscal responsibility and commitment to equitable cost-sharing among residents, businesses, and developers.

It is recommended that the Council adopt the proposed 2025 Fee Schedule ordinance to be effective January 1, 2025. Following Council approval, the new fee schedule will be published and incorporated into all relevant City operations and communications.

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

CITY OF SPRING LAKE PARK
2024-2025 FEE SCHEDULE (REVISED)

1. PERMIT FEE - VALUATION TABLE

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

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

2. ELECTRICAL PERMIT FEES – VALUATION TABLE

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

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

RESIDENTIAL ELECTRICAL PERMIT (Single Family Homes, Apartments and Condominiums)	
Item	Fee
Residential Panel Replacement	\$110.00
Sub Panel	\$50.00
New Service or Power Supply (Circuits)	Add \$16.00 for each additional 100 amps
0 to 300 amp	\$55.00
400 amp	\$71.00
New Service or Power Supply (Feeders)	Add \$6.00 for each additional 100 amps
0 to 100 amp	\$9.00
101-200 amp	\$15.00
<ul style="list-style-type: none"> • Minimum permit fee is \$50.00 plus \$1.00 state surcharge. This is for one inspection only. Minimum fee for rough-in and final inspection is \$100.00 plus \$1.00 state surcharge. • Maximum fee for single family dwelling or townhouse not over 200 amps (no max if service is over 200 amps) is \$200.00 plus \$1.00 state surcharge. • Failed inspections are an additional \$50.00 each 	
Apartment or Condominium Complex <i>(Does not cover service, unit feeders or house panels)</i>	\$90.00 per unit
Swimming Pool and Hot Tub	\$100.00 plus circuits at \$9 per circuit – includes 2 inspections
Addition/Remodel/Basement Finish	\$100.00 (includes up to 10 circuits and 2 inspections)
Residential Accessory Structure	Greater of \$55.00 for panel plus \$9 per circuit or \$100 for 2 inspections
Street and Parking Lot Lights	\$5 per standard
Transformers and Generators:	
Up to 10 kva	\$5.00
11 to 74 kva	\$45.00
75 to 299 kva	\$60.00
Over 299 kva	\$165.00
Retrofit Lighting	\$0.85 per fixture
Sign Transformer or Driver	\$9.00 per transformer
Low Voltage Fire Alarm, Low Voltage Heating and Air Conditioning Control Wiring	\$0.85 per device
Residing Jobs	\$50.00 first unit, \$35.00 for each additional unit
Reinspection Fee	\$50.00

Solar Fees:	
0kw to 5kw	\$90.00
5.1kw to 10kw	\$150.00
10.1kw to 20kw	\$225.00
20.1kw to 30kw	\$300.00
30.1kw to 50kw	\$375.00
40.01kw and larger	\$375.00 plus \$25.00 for each additional 10kw
Electrical Inspection Fee: Furnace, Air Conditioning, Bath Fan, Fireplace or Receptacle for Water Heater Vent	\$40.00
<ul style="list-style-type: none"> • Refunds must be requested in writing. No refunds unless more than the minimum fee. Refunds are minus the City's 20% handling fee. • Permit fee is doubled if the work starts before the permit is issued. • Min. fee permits expire in 6 months; permits over the min. fee and up to \$250, expire in 1 year. 	

3. RESIDENTIAL PERMIT FEES

Item	Fee
Maintenance Permit Fees (re-roof, re-side, re-door/garage door, re-window, if replacing existing opening)	Valuation based permit
Plumbing Permit Fees:	
Per Fixture Fee	\$75.00 plus \$9.00 per fixture after five (5) fixtures (includes each of any of the following: floor drains, toilets, bidets, sinks, hose bibs, laundry, dishwasher and/or refrigerator connections, water heater, whole-house humidifier, water softener, lawn irrigation system, shower, tub, sump pump, future rough-in fixture and water supply pipe replacement)
Lawn Irrigation System	\$60.00
Fixture Maintenance (replacing a previously existing fixture or appliance where only disconnecting and reconnecting of existing pipes or ducts is to be done)	\$60.00
Fire Suppression	Valuation based permit
Mechanical Permit Fees	
AC (only); Furnace (only); Air Exchanger; Sheet Metal/Duct Work; Gas Appliance (inc. Fireplace Insert) Gas, oil piping; Steam, hot water heating	\$40.00 <u>\$50.00</u> /unit; minimum fee \$80.00 <u>100.00</u>
Fire Place Masonry	Valuation based; building permit required
Fixture Maintenance (replacing a previously existing fixture or appliance where only disconnecting and reconnecting of existing pipes or ducts is to be done)	\$60.00

4. COMMERCIAL PERMIT FEES

Item	Fee
Plumbing	Valuation based; minimum fee \$95.00
Mechanical	Valuation based; minimum fee \$95.00

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

5. MISCELLANEOUS PERMIT FEES

Item	Fee	Reference
Billboards	\$250.00 per billboard side	§16.24.020
Temporary Signs	\$35.00 per side per 14 day period Maximum of 3 permits or six weeks per year	§16.24.020
Permanent Signs	\$75.00 for the first 40 square feet plus \$1.25 for each additional square feet thereafter	§16.24.020
Fire Alarm Systems	\$100.00	§9.08
Tank Installation (fuel, oil, gas, etc.)	Valuation based; no surcharge	§9.16
Tank Removal (fuel, oil, gas, etc.)	Valuation based; no surcharge	§9.16
Temporary Structures (Tents < 200 sq. ft.)	\$50.00	§12.12
Moving Principal Structure	\$175.00 per building (plus \$1.00 surcharge)	§12.24
Moving Accessory Structure (400 sq. ft. or less)	\$25.00	§12.24
Moving Accessory Structure (< than 400 sq. ft.)	\$50.00 per building (plus \$1.00 surcharge)	§12.24

6. SURCHARGES

Building Surcharge: Unless otherwise stated, where the fee for the permit is based upon valuation, the surcharge is as follows:

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

7. BUILDING PERMIT RELATED FEES (COMMERCIAL AND RESIDENTIAL)

Item	Fee	Reference
Contractor Licenses	\$65.00 per Year State License	§12.08
Contractor's License Verification Fee	\$5.00 per Permit	§12.08
Investigation Fee (building, plumbing and electrical)	Equivalent to permit fee (when work commences without an approved permit)	§12.04
Plan Review Fee	65% of permit fee for residential and commercial projects	§12.04

Master Plan	When submittal documents for similar plans are approved, plan review fees shall not exceed 25% of normal building permit fee established and charged for same structure. Original structure plan review fee is 65% of permit fee	§12.04
Review of State Approved Plans	25% of the Plan Review required by the adopted fee schedule (for orientation to the plans)	§12.04
Residential Site Inspection (required for all new construction -- new homes, detached garages, accessory structures)	\$60.00	§12.04
Commercial Site Inspection (required for all new construction – new buildings and accessory structures)	\$90.00	§12.04
Fire Inspection Fee	\$75.00/hr.	§9.16
Certificate of Occupancy fee	\$200.00 Commercial/Industrial Business \$150.00 Residential	§12.12
Temporary Certificate of Occupancy – Escrow	\$500.00 – Residential \$1,000.00 – Commercial	§12.12
Demolition –Commercial	Based on valuation; minimum \$250.00	§16.60
Demolition -- Residential	Based on valuation; minimum \$150.00	§16.60
Exterior Structures:		
Driveway	\$60.00	§12.52.040
Retaining Wall (under 4' in height)	\$60.00	§16.28.030
Retaining Wall (over 4' in height)	Based on valuation	§12.04
Fence (under 7' in height)	\$60.00	§16.28.030
Fence (over 7' in height)	Based on valuation	§12.04
Shed (under 200 square feet)	\$60.00	§16.20.070
Shed (over 200 square feet)	Based on valuation	§12.04
Seasonal Swimming Pools (over 24" and 5,000 gallons, installed entirely above grade and located in the same place in yard year after year)	\$80.00 (one time fee)	§12.04
Permanent and In-ground Swimming Pools	Based on valuation	§12.04
Pre-moved in single family dwelling	\$175.00 plus travel time and mileage from City Hall (as calculated by Google Maps)	§12.04
Pre-moved in accessory structure	\$175.00 plus travel time and mileage from City Hall (as calculated by Google Maps)	§12.04
Connection fee – moved in structure (does not include foundation/interior remodel)	\$200.00	§12.04
Connection fee – plumbing	\$50.00	§12.04
Connection fee – mechanical	\$50.00	§12.04
Manufactured home installation (does not include foundation/interior remodel)	\$200.00 plus connection fees (if applicable)	§12.04
Site work for manufactured, prefab or moved in home (foundation, basement, etc)	Based on valuation	§12.04

8. PLUMBING PLAN REVIEW FEES

Item	Fee
Plan Review Fees: Building, Fire Suppression and Fire Alarm Permits	65% of the building permit fee established under Section 1
Plan Review Fees: Commercial Mechanical Permits	10% of the permit fee when project valuation exceeds \$30,000
Plan Review Fees: Public, Commercial and Industrial Plumbing Permits:	
Systems with both water distribution and drain, waste and vent system and having:	
25 or fewer drainage fixture units	\$150.00
26 to 50 drainage fixture units	\$250.00
51 to 150 drainage fixture units	\$350.00
151 to 249 drainage fixture units	\$500.00
250 or more drainage fixture units	\$3.00 per drainage fixture unit; maximum of \$4,000
Interceptors, separators or catch basins	\$70.00 per interceptor, separator or catch basin
Building sewer service only	\$150.00
Building water service only	\$150.00
Building water distribution system only; no drainage system	\$5.00 per supply fixture unit or \$150.00, whichever is greater
Storm drainage system	\$minimum fee of \$150.00 or \$50.00 per drain opening, up to a maximum of \$500 and \$70 per interceptor, separator or catch basin design.
Manufactured home or campground	
1 to 25 sites	\$300.00
26 to 50 sites	\$350.00
51 to 125 sites	\$400.00
126 or more sites	\$500.00
Revision of previously reviewed or incomplete plans:	
Review of plans for which the city has issued two or more requests for additional information, per review	\$100 per review or 10% of the original fee, whichever is greater
Proposer-requested revision with no increase in project scope	\$50.00 or 10% of the original fee, whichever is greater
Proposer-requested revision with an increase in project scope	\$50.00 plus the difference between the original project fee and the revised project fee.
<ul style="list-style-type: none"> • If a permit applicant submits an application that requires plan review and decides not to proceed with the project after the plan review has been completed, the applicant shall pay the plan review fee. • Where a plan review fee is performed and charged, the minimum plan review fee for all permits is \$50.00 	

9. OTHER INSPECTIONS AND FEES

<u>Item</u>	<u>Fee</u>	<u>Reference</u>
Re-inspection Fee	\$63.25	§12.04
Inspections outside of normal business hours (will include travel time both ways – 2 hour min.)	\$63.25/hour	§12.04
Inspections for which no fee is indicated; Miscellaneous and Special Services (1/2 hour minimum)	Building Official - \$95.00/hour	§12.04
Additional Plan Review required by changes, additions, or revisions to approved plans (1/2 hour minimum)	Building Official - \$95.00/hour	§12.04
Special Investigation Fee (work started without a permit)	100% of the permit fee	§12.04
Duplicate permit card fee	\$25.00 – short card (8½ x 7) \$50.00 – long card (8½ x 14)	§12.04
Lead Certification (for eligible construction) (contractor Lead Certification verification)	\$5.00	§12.04
Permit Renewal (within 6 months of expiration)	50% of fee	§12.04
Permit Renewal (> 6 months after expiration)	Valuation of remaining work; new permit required	§12.04
Pre-Final inspection (new home/structure	\$63.25	§12.04
No Show Fee	\$63.25	§12.04
Refunds		
Plan Review (if plan review has not begun)	100%	§12.04
Plan Review (if plan review has started	50%	§12.04
Plan review (if plan review has been completed)	0%	§12.04
Permit fee (if work not started) within 6 months of permit issuance	80%	§12.04
Permit fee (if work has started)	0%	§12.04
Maintenance permits	0%	§12.04

10. ZONING / DEVELOPMENT

<u>Item</u>	<u>Fee</u>	<u>Reference</u>
Comprehensive Plan Amendment	\$750.00/amendment plus \$1,000.00 <u>\$1,500.00</u> escrow	
Conditional Use Permit (CUP): R-1 District	\$150.00 plus \$300.00 Escrow	§16.56
Conditional Use Permit (CUP) All other Districts	\$500.00 plus \$1,500.00 Escrow	§16.56
Conditional Use Permit (CUP) Amendment	Same as CUP Fee	§16.56
Site Plan /Concept Plan Review Fee	\$400.00 <u>\$500.00</u> plus \$1,000.00 Escrow	§16.20.060
Interim Use Permit (IUP): R-1 District	\$150.00 plus \$300.00 Escrow	§16.58
Interim Use Permit (IUP): All other districts	\$500.00 plus \$1,500.00 Escrow	§16.58

Park Dedication Fee – Commercial/Industrial	3% fair market of improved/unimproved land value or monetary fund by discretion of City.	§14.12.050
Park Dedication Fee - Residential	\$2,472.00 <u>2,595.00</u> per unit	§14.12.050
Planned Unit Development (PUD)	\$750.00 <u>1,000.00</u> plus \$1,500.00 Escrow	§16.48
Planned Unit Development (PUD) Amendment	\$375.00 <u>500.00</u> plus \$1,500.00 Escrow	§16.48
Planned Unit Development (PUD) Refund Policy	All but \$40.00 <u>100.00</u> of the permit fee can be refunded within 100 days of application if no work done.	§16.48
Rezoning / Text Amendment	\$500.00 plus \$1,000.00 Escrow	§16.60.050
Minor Subdivision & Lot Combination Fee	\$200.00 plus \$500.00 Escrow	§14.28
Major Subdivision – Preliminary Plat	\$400.00 <u>500.00</u> plus \$5,000.00 Escrow	§14.08
Major Subdivision – Final Plat	\$400.00 <u>500.00</u> plus \$1,000.00 Escrow	§14.08
Variance: R-1 District	\$200.00 <u>250.00</u> plus \$300.00 <u>250.00</u> Escrow	§16.60.040
Variance: All Other Districts	\$500.00 plus \$1,500.00 Escrow	§16.60.040
<u>Site Plan Review</u>	<u>\$500.00 plus \$1,000.00 Escrow</u>	<u>§16.20.060</u>
Street or Easement Vacation	\$250.00 per property	§16.20.160
Zoning Letter	\$100.00	

Applicants are responsible for all costs incurred associated with the filing, review and processing of development applications. Such fees are to be paid in escrow up front or upon receipt of statement from the City of Spring Lake Park. Fees may include but are not limited to costs for consultants retained by the City, consultant planning services, attorney, and engineer fees. A deposit may also be required to cover costs of public notices, materials and staff time spent in the review, research or preparation of materials associated with this application. The applicant shall be responsible for all reasonable incurred costs in excess of the initial deposit amount. Payment of park dedication fees is required with subdivision applications. Application fees are not refundable.

11. MISCELLANEOUS FEES

Item	Fee	Reference
Copy of City Code & Comp. Plan	\$150.00	
Annual Financial Report	\$25.00	
Adopted Annual Budget	\$25.00	
Copy of any Code Chapter	\$10.00	
Copy of Zoning Code	\$50.00	
Capital Improvement Plan	\$10.00	
Assessment Search Fee	\$25.00	
Administrative Fee for Certification to Tax Roll	\$125.00/parcel	
Photocopies per Page	\$.25 per sheet (8½ x 11; b/w) \$.50 per sheet (11 x 17; b/w) \$1.00 per sheet (8½ x 11; color) \$2.00 per sheet (11 x 17; color) \$4.00 per sheet (large plan sheet)	
Certified Copies	\$5.00 plus photocopy fee	
Non-Resident Notary Fee	\$2.00	
Video/DVD Copy Fee	\$20.00	
Filing Fee for Public Office	\$15.00 (no sales tax)	M.S. 205.13

Insufficient Funds (NSF) checks/Credit Card Chargebacks	\$35.00	
Mailed City Council Agendas	\$60.00/year	
Mailed Planning Commission Agendas	\$30.00/year	
Mailed City Council Minutes	\$150.00/year	
Mailed Planning Commission Minutes	\$75.00/year	
Mailed City Council Meeting Packets	\$250.00/year	
Mailed Planning Commission Meeting Packets	\$200.00/year	
Residential Address Labels	\$100.00	
Map Copies	Small - \$1.00 Large - \$15.00 Zoning (Ledger) - \$5.00	
City Mowing	Cost plus \$75.00/mo. Administration fee	
Credit Card Transaction Fees Utility E-Billing with Online Payment E-checks (ACH) All other Transactions	Actual cost Actual cost Actual cost	
Scanning Fee	\$100.00 per building permit/zoning application if full size plans are not provided in electronic format	

Police Administration

Item	Fee	Reference
Excess Alarm Fee – Police Calls/year	1 st – 3 rd No Charge; 4 th + - \$75.00 for each	§9.08
Excess Alarm Fee – Fire Calls/year	1 st – 2 nd No Charge 3 rd - \$75.00 Each after doubles the previous charge	§9.08
Finger Printing – Residents Only	\$25.00/set	
Digital Photos	\$30.00 plus costs	
Digital Recordings	\$30.00	
Electronic copies to Digital Media	\$50.00 per disc	
Police Records Check/Clearance Letters/Certified Copies	\$5.00	

12. Administrative Offenses (Chapter 34)

Item	Fee	Reference
Abandoned, Wrecked or Inoperable Vehicle	\$50.00	§9.04
<u>Adult Use Cannabis Use in Park or Other Public Place</u>	<u>\$100.00</u>	<u>§11.48.080</u>
Animals	\$75.00	§9.12
Dog running at large	\$75.00	§9.12.010
Dog/Cat Must be Vaccinated	\$75.00	§9.12.010
Dog/Cat Must be Licensed	\$75.00	§9.12.010
ATV Violation	\$50.00	§7.04.030
Blocking Driveways	\$50.00	§7.08.020

Building Code Violations	\$100.00	§12.04
Critical Water Deficiency Declaration Ordinance or Emergency Conservation Regulations Violation	warning letter - 1 st offense \$100.00 - 2 nd offense \$200.00 - 3 rd offense \$300.00 - 4 th and subsequent offense	§5.04.050/ §5.04.010
Deposit Debris onto Roadway	\$50.00 for 1 st offense, \$75.00 for 2 nd offense \$100.00 for 3 rd + offense	§9.04.010
Expired License Plates – Motorized Vehicle	\$50.00	§16.20.120
Fire Code Violations	\$100.00	§9.16
Fire Hydrant	\$50.00	§9.16
Fire Lane	\$50.00	§9.16
Fire Prevention Violations	\$50.00	§9.16
Fireworks Violations	\$100.00	§9.20.020
Flammable Products	\$100.00	§9.16
Garage Sale Violations	\$50.00	§11.04.02
General Municipal Water and Water Violations	\$50.00	§1.04.200
Handicap Parking Violation	\$200.00	§7.04.010
Housing Code Violations	\$100.00	§12
Illegal Garbage Dumping	\$100.00	§9.20.020
Inoperable Vehicles Parked on Street	\$50.00	§9.04.010
Intoxicating Beverages in Parks and Other Public Areas	\$50.00	§11.08.010
Junk or Debris	\$50.00	§9.20.020
Keys in Ignition	\$50.00	§7.01
License and Permit Violations	\$100.00	§1.04.200
License Plat/Tabs Missing – Motorized Vehicle	\$50.00	§16.20.120
Load Limit Violation	\$100.00	§7.04.020
Loud Parties/Noise (City Noise Codes)	\$50.00	§9.20.020
Missing Address Numbers	\$50.00	§12.20
Other Illegal Parking	\$50.00	§7.08
Outdoor Storage of Wood	\$50.00	§9.20.020
Park Hours Violation	\$50.00	§9.28.010
Parking at Park After Park Hours	\$50.00	§9.28.010
Public Nuisances	\$50.00	§9.20.020
Regulated Business Activity	\$100.00	§1.04.200
Rental Code Violations	\$50.00/Unit	§12.16
Seasonal Parking Violation	\$50.00	§7.08.020
Sign Code Violations	\$100.00	§16.24
Snowmobile Violation	\$50.00	§7.04.040
Bicycle Violation	\$25.00	§7.04.050
Subdivision Regulation	\$100.00	§14
Trespass	\$100.00	§11.04.010
Trucks Parking on Restricted Route	\$50.00	§7.08.020

Road Restriction Violation	\$100.00	§7.04.020
Waste Disposal Violations	\$50.00	§5.08
Weeds and Grass	\$50.00	§9.20.030
Zoning Code Violations	\$100.00	§16

13. Licenses (All licenses subject to a 10% late fee where applicable.)

A. General Business Licenses

Item	Fee	Reference
Administrative Application Fee	\$50.00	
Amusement Devices and Centers	\$15.00 per location plus \$15.00 per machine	§11.24
Automobile Sales, New and Used	\$300.00/year	§11.20
Amusement Rides, Carnivals, Circuses	\$130.00 for first day plus \$20.00 for each additional day	§9.36
Boxing and Wrestling Processing Fee	Regulated by the State of Minnesota	
Cigarette and Tobacco License Fee	\$150.00/year	§11.12
Dance	\$100.00/year	
Lower Potency Hemp Edible Retailer Application Fee	\$125.00/year	§11.50.040
Lower Potency Hemp Edible Retailer License Fee (Initial & Renewal)	\$125.00/year	§11.50.040
Food Sales & Service Application Fee	\$100.00/Application	§11.32
Garbage and Rubbish Hauler	\$50.00/1 st Truck & \$15.00 additional	§5.08
Criminal Investigation Fee – General Business Licenses (first time applicants)	\$50.00	§11.48
Sexually Oriented Business License Fee	\$10,000.00/yr	§11.44.040
Sexually Oriented Business Initial Investigation Fee	\$1,500.00	§11.44.050
Special Event Permit	\$100.00/event	§9.36.050
Special services fee escrow	125% of estimated cost for required City services/resources	§9.36.080
Pawn Shops		
Non-Refundable Application Fee (includes cost of investigation)	New - \$500.00 Renewal - \$100.00	§11.16
New Manager Investigation Fee	\$150.00	§11.16
Annual License	\$6,250.00	§11.16
Billable Transaction Fee	\$2,192.00/year	§11.16
Performance Bond	\$5,000.00	§11.16

Peddlers / Transient Merchants		
Permits	Transient - \$100.00 SUP + \$150.00 Escrow Peddlers - \$60.00/day, \$200.00/month, \$500.00/year	§11.04
Investigation fee	\$10.00 investigation fee for each new peddler	§11.04
I.D. Card	\$5.00/person	§11.04
Criminal Investigation Fee – Peddler/ Transient Merchant Licenses (first time applicants)	\$50.00	§11.48
Therapeutic Massage		
Partnership/Corporation License	\$350.00 + \$200.00 - Background Check	§11.40
Technician License	\$100.00 + \$100.00 - Background Check	§11.40

B. Liquor Licenses

Item	Fee	Reference
On-Sale Intoxicating	Class A - \$6,200.00/yr Class B - \$9,300.00/yr	§11.08.010
On-Sale Wine	\$500.00/yr	§11.08.010
On-Sale Malt Liquor/3.2 Beer	\$300.00/yr	§11.08.010
Off-Sale Intoxicating	\$310.00/yr	§11.08.010
Off-Sale 3.2% Malt Liquor	\$100.00/yr	§11.08.010
Brewer Tap Room	\$400.00/yr	§11.08.010
On-Sale Brewer Pub License	\$400.00/yr	§11.08.010
Off-Sale Brewer Pub License	\$100.00/yr	§11.08.010
Cocktail Room License	\$400.00/yr	§11.08.010
Culinary Class Ltd. On-Sale Malt Liquor/Wine	\$300.00/yr	§11.08.010
Consumption and Display – City Fee	\$250.00/yr	§11.08.010
Club	\$300.00/yr	§11.08.010
Sunday On Sale	\$200.00/yr	§11.08.010
Two A.M. Closing Permit	\$100.00/yr	§11.08.010
Liquor Licensing Investigation Fee	\$500.00 (in state) Actual cost not to exceed \$10,000 (out of state)	M.S. 340A.412
Temporary 3.2% Liquor License Fee	\$25.00/Event	§11.08.010
Temporary Intoxicating Liquor License Fee	\$50.00/Event	§11.08.010

C. Adult Use Cannabis Registration/License

<u>Item</u>	<u>Fee</u>	<u>Reference</u>
<u>Initial Retail Registration Fee</u>	<u>\$500.00 or half the amount of the initial state license fee</u>	<u>§11.48.030</u>
<u>Renewal Retail Registration Fee</u>	<u>\$1,000.00 or half the amount of a renewal state license fee</u>	<u>§11.48.030</u>
<u>Temporary Cannabis Event License</u>	<u>\$100.00</u>	<u>§11.48.080</u>

G.D. Animal Licenses

Item	Fee	Reference
Spayed or neutered – Cats and Dogs	\$10.00/yr	§9.12
Unsprayed or Unneutered – Cats and Dogs	\$15.00/yr	§9.12
Duplicate tags	\$2.00 per	§9.12
Dangerous Dog Registration	\$500.00/yr	§9.12.020
Kennel – Residential	\$50.00/yr	§9.12
Kennel – Commercial	\$100.00/yr	§9.12
Criminal Background Check – Kennel License (first time applicant)	\$50.00	§11.48
Impound Fee	1 st offense - \$75.00 plus Animal Hospital fees as outlined in Animal Control agreement 2 nd offense - \$125.00 plus Animal Hospital fees as outlined in Animal Control agreement 3 rd offense - \$175.00 plus Animal Hospital fees as outlined in Animal Control agreement 4 th and subsequent offense - \$325.00 plus Animal Hospital Fees as outlined in Animal Control agreement	§9.12

D.E. Rental Housing Licenses

Item	Fee	Reference
Single Family	\$250.00	§12.16
Duplex	\$325.00	§12.16
Apartment	\$500.00 per Building plus \$50.00 per Unit	§12.16
Reinspection Fee	\$150.00 after the 2 nd inspection	§12.16
Revoked Rental Housing License Reinstatement Fee	Five (5) times the annual licensing fee	§12.16
Excessive Consumption Fee: rental/non-rental	\$50.00 per incident	§12.16
Conversion Fee	\$1,000.00 includes 1 st year registration fee	§12.16
Late Conversion Fee	\$1,500.00	§12.16

E.F. Vacant Property Licenses

Item	Fee	Reference
Residential Unit	\$200.00	§12.28
Monitoring Fee	\$20.00 per visit	§12.28

14. SPRING LAKE PARK – FACILITY RENTAL¹ ATHLETIC FIELDS

Item	Fee	Reference
Picnic Shelter Reservation Fees:		
Under 50 People – Resident	\$25.00 (taxable) plus \$100.00 deposit	
Under 50 People – Non-Resident	\$50.00 (taxable) plus \$100.00 deposit	
Over 50 People – Resident	\$50.00 (taxable) plus \$100.00 deposit	
Over 50 People – Non-Resident	\$100.00 (taxable) plus \$100.00 deposit	
Able Park Activity Building:		
Resident	\$50.00 (taxable) plus \$100.00 deposit	
Non-Resident	\$75.00 (taxable) plus \$100.00 deposit	
Field/Rink Reservation Fee	\$50.00 (taxable) plus \$100.00 deposit	
Special Event (Multiple Facilities)	\$100.00 (taxable) plus \$100.00 deposit	
Triangle Park (Special Event) – Resident	\$25.00 (taxable) plus \$100.00 Deposit	
Triangle Park (Special Event) – Non-Resident	\$50.00 (taxable) plus \$100.00 Deposit	
Athletic Field/Rink Lighting Fee	\$40.00 (taxable), up to 4 hours	
Athletic Field Use by Youth Sports Teams	\$12.00 per rostered player per sports season-	
Tennis/Pickleball Court:		
Resident	\$10.00 (taxable)	
Non-Resident	\$20.00 (taxable)	

A. Park Facilities

Item	Resident		Non-Resident	
	Half Day	Full Day	Half Day	Full Day
<u>Able Park Building</u>	<u>\$100.00</u>	<u>\$200.00</u>	<u>\$150.00</u>	<u>\$250.00</u>
<u>Able Park Hockey Rink</u>	<u>\$50.00</u>	<u>\$100.00</u>	<u>\$100.00</u>	<u>\$200.00</u>
<u>Able Park South Softball Field</u>	<u>\$25.00</u>	<u>\$50.00</u>	<u>\$50.00</u>	<u>\$75.00</u>
<u>Able Park North Softball Field</u>	<u>\$25.00</u>	<u>\$50.00</u>	<u>\$50.00</u>	<u>\$75.00</u>
<u>Able Park Picnic Shelter</u>	<u>\$25.00</u>	<u>\$50.00</u>	<u>\$50.00</u>	<u>\$75.00</u>
<u>Able Park Volleyball Court</u>	<u>\$10.00</u>	<u>\$20.00</u>	<u>\$20.00</u>	<u>\$40.00</u>
<u>Sanburnol Park North Softball Field</u>	<u>\$25.00</u>	<u>\$50.00</u>	<u>\$50.00</u>	<u>\$75.00</u>
<u>Lakeside Softball Field</u>	<u>\$25.00</u>	<u>\$50.00</u>	<u>\$50.00</u>	<u>\$75.00</u>
<u>Lakeside Volleyball Court</u>	<u>\$10.00</u>	<u>\$20.00</u>	<u>\$20.00</u>	<u>\$40.00</u>
<u>Sanburnol Park South Softball Field</u>	<u>\$25.00</u>	<u>\$50.00</u>	<u>\$50.00</u>	<u>\$75.00</u>
<u>Terrace Park East Softball Field</u>	<u>\$25.00</u>	<u>\$50.00</u>	<u>\$50.00</u>	<u>\$75.00</u>
<u>Terrace Park West Softball Field</u>	<u>\$25.00</u>	<u>\$50.00</u>	<u>\$50.00</u>	<u>\$75.00</u>
<u>Terrace Park Pickleball/Tennis Court</u>	<u>\$10.00</u>	<u>\$20.00</u>	<u>\$15.00</u>	<u>\$25.00</u>
<u>Terrace Park Volleyball Court</u>	<u>\$10.00</u>	<u>\$20.00</u>	<u>\$15.00</u>	<u>\$25.00</u>
<u>Terrace Park East Picnic Shelter</u>	<u>\$25.00</u>	<u>\$50.00</u>	<u>\$50.00</u>	<u>\$75.00</u>
<u>Terrace Park West Picnic Shelter</u>	<u>\$25.00</u>	<u>\$50.00</u>	<u>\$50.00</u>	<u>\$75.00</u>
<u>Terrace Park Hockey Rink</u>	<u>\$50.00</u>	<u>\$100.00</u>	<u>\$100.00</u>	<u>\$200.00</u>
<u>Terrace Park Football Field</u>	<u>\$50.00</u>	<u>\$100.00</u>	<u>\$100.00</u>	<u>\$200.00</u>
<u>Triangle Park Gazebo</u>	<u>\$25.00</u>	<u>\$50.00</u>	<u>\$50.00</u>	<u>\$75.00</u>
<u>Westwood Softball Field</u>	<u>\$25.00</u>	<u>\$50.00</u>	<u>\$50.00</u>	<u>\$75.00</u>

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

<u>Westwood Park Picnic Shelter</u>	<u>\$10.00</u>	<u>\$20.00</u>	<u>\$20.00</u>	<u>\$40.00</u>
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<u>Item</u>	<u>Fee</u>
<u>Athletic Field Use by Youth Sports Teams</u>	<u>\$12.00 per rostered player per sports season</u>
<u>Field Lined</u>	<u>\$35.00</u>
<u>Damage Deposit</u>	<u>\$100.00</u>

B. City Hall Facility

	<u>Public Sector</u>	<u>Resident/ Non-Profit</u>	<u>Non-Resident</u>
<u>City Hall – Laddie Room (Multipurpose A)</u>	<u>\$20.00/hour</u>	<u>\$30.00/hour</u>	<u>\$60.00/hour</u>
<u>City Hall – Spring Lake Room (Multipurpose B)</u>	<u>\$40.00/hour</u>	<u>\$70.00/hour</u>	<u>\$90.00/hour</u>
<u>City Hall – Laddie Room & Spring Lake Room</u>	<u>\$60.00/hour</u>	<u>\$80.00/hour</u>	<u>\$150.00/hour</u>
<u>City Hall Link</u>	<u>\$30.00/hour</u>	<u>\$50.00/hour</u>	<u>\$60.00/hour</u>
<u>Huddle Room</u>	<u>\$20.00</u>	<u>\$20.00</u>	<u>\$20.00</u>
<u>City Hall A/V Package</u>	<u>\$75.00</u>	<u>\$75.00</u>	<u>\$75.00</u>
<u>Damage Deposit</u>	<u>\$100.00</u>	<u>\$100.00</u>	<u>\$100.00</u>
<u>Lost Key</u>	<u>\$50.00</u>	<u>\$50.00</u>	<u>\$50.00</u>

15. WATER, SEWER, STREET AND OTHER FEES

A. Water

Item	Fee	Reference
Water Availability Charge (WAC)	\$1,540.00 <u>1,617.00</u> /Unit (City determines # of units)	§5.04
Water Connection/Disconnect and/or Demo Inspection Fee	Residential - \$50.00 Commercial – \$75.00	§5.04
Water Connection Inspection Fee – New Residential Connection	\$50.00 (plus WAC)	§5.04
Water Connection Inspection Fee – New Commercial Connection	\$75.00 (plus WAC)	§5.04
Connection and Reconnection Fee	\$125.00/Hour (\$187.50/Hour after Business Hours)	§5.04
Water Meter Installation Fee	3/4” – 1” meter - \$75.00 Over 1” meter - \$100.00	§5.04
Water Meters and Parts	Cost plus 2%	§5.04
Water General Repair/Inspection	\$75.00	§5.04
Call out Fee	Regular Business Hours N/C – After Business Hours O.T. Fees apply (minimum \$100.00)	§5.04
Estimated Water Meter Reading	1 st est. – \$25.00 2 nd est. - \$50.00 3 rd and subsequent est. - \$75.00	§5.04
Disconnect Tag Fee	\$25.00	§5.04

B. Sewer

Item	Fee	Reference
Sewer Access Charge (SAC)	\$2,485.00/Unit (M.C. determines no. of units)	§5.04
SAC Administrative Fee	\$350.00 <u>400.00</u> /Unit (based on M.C. unit count)	§5.04
Sewer Connection/Disconnection and/or Demo Inspection Fee	\$50.00 – Residential \$75.00 - Commercial	§5.04
Sewer Hook-up Fee – New Only	\$145.00 (plus SAC)	§5.04
Sewer General Repair/Inspection	\$75.00	§5.04
Call out Fee	Regular Business Hours N/C – After Business Hours O.T. Fees apply (minimum \$100.00)	§5.04

C. Street

Item	Fee	Reference
Load Limits Permit Fee	\$25.00/entry/truck	§7.04.020
Street Opening Permit	\$150.00 permit fee plus \$1,000 Security Fee	
Right of Way Permit (ROW) - Excavation Permit	\$150.00	§12.48
ROW - Obstruction Permit	\$50.00 <u>150.00</u>	§12.48
ROW - Permit Extension <u>Excavation Hole Permit</u>	\$25.00 <u>150.00</u>	§12.48
<u>ROW – Trench</u>	<u>\$70.00 per 100 feet</u>	<u>§12.48</u>
<u>ROW – Emergency Hole</u>	<u>\$75.00</u>	<u>§12.48</u>

<u>ROW – Boring Holes</u>	<u>\$50.00 per hold</u>	<u>\$12.48</u>
ROW Security Fee	Subject to the Discretion of the Public Works Director	\$12.48
Small Cell Wireless Fees	Maximum fee allowed under Statute	M.S. 237.163(6)

**SPRING LAKE PARK
ORDINANCE 498**

**AN ORDINANCE ADOPTING THE 2025 FEE SCHEDULE FOR THE CITY OF
SPRING LAKE PARK**

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

Section 1. Adoption of Fee Schedule. The 2025 City Fee Schedule, as attached to this ordinance, is hereby adopted.

Section 2. Effective Date of Ordinance. This ordinance shall be effective January 1, 2025 after its final passage, approval and publication as provided by law.

PASSED AND ADOPTED BY THE SPRING LAKE PARK COUNCIL this 16th day of December 2024.

AYE NAY ABSENT ABSTAIN

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

Presiding Officer

Attest

Robert Nelson, Mayor,
Spring Lake Park

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

EXHIBIT A
2025 CITY FEE SCHEDULE

CITY OF SPRING LAKE PARK

2025 FEE SCHEDULE

1. PERMIT FEE - VALUATION TABLE

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

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

2. ELECTRICAL PERMIT FEES – VALUATION TABLE

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

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

RESIDENTIAL ELECTRICAL PERMIT (Single Family Homes, Apartments and Condominiums)	
Item	Fee
Residential Panel Replacement	\$110.00
Sub Panel	\$50.00
New Service or Power Supply (Circuits)	Add \$16.00 for each additional 100 amps
0 to 300 amp	\$55.00
400 amp	\$71.00
New Service or Power Supply (Feeders)	Add \$6.00 for each additional 100 amps
0 to 100 amp	\$9.00
101-200 amp	\$15.00
<ul style="list-style-type: none"> • Minimum permit fee is \$50.00 plus \$1.00 state surcharge. This is for one inspection only. Minimum fee for rough-in and final inspection is \$100.00 plus \$1.00 state surcharge. • Maximum fee for single family dwelling or townhouse not over 200 amps (no max if service is over 200 amps) is \$200.00 plus \$1.00 state surcharge. • Failed inspections are an additional \$50.00 each 	
Apartment or Condominium Complex <i>(Does not cover service, unit feeders or house panels)</i>	\$90.00 per unit
Swimming Pool and Hot Tub	\$100.00 plus circuits at \$9 per circuit – includes 2 inspections
Addition/Remodel/Basement Finish	\$100.00 (includes up to 10 circuits and 2 inspections)
Residential Accessory Structure	Greater of \$55.00 for panel plus \$9 per circuit or \$100 for 2 inspections
Street and Parking Lot Lights	\$5 per standard
Transformers and Generators:	
Up to 10 kva	\$5.00
11 to 74 kva	\$45.00
75 to 299 kva	\$60.00
Over 299 kva	\$165.00
Retrofit Lighting	\$0.85 per fixture
Sign Transformer or Driver	\$9.00 per transformer
Low Voltage Fire Alarm, Low Voltage Heating and Air Conditioning Control Wiring	\$0.85 per device
Residing Jobs	\$50.00 first unit, \$35.00 for each additional unit
Reinspection Fee	\$50.00

Solar Fees:	
0kw to 5kw	\$90.00
5.1kw to 10kw	\$150.00
10.1kw to 20kw	\$225.00
20.1kw to 30kw	\$300.00
30.1kw to 50kw	\$375.00
40.01kw and larger	\$375.00 plus \$25.00 for each additional 10kw
Electrical Inspection Fee: Furnace, Air Conditioning, Bath Fan, Fireplace or Receptacle for Water Heater Vent	\$40.00
<ul style="list-style-type: none"> • Refunds must be requested in writing. No refunds unless more than the minimum fee. Refunds are minus the City's 20% handling fee. • Permit fee is doubled if the work starts before the permit is issued. • Min. fee permits expire in 6 months; permits over the min. fee and up to \$250, expire in 1 year. 	

3. RESIDENTIAL PERMIT FEES

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

4. COMMERCIAL PERMIT FEES

Item	Fee
Plumbing	Valuation based; minimum fee \$95.00
Mechanical	Valuation based; minimum fee \$95.00

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

5. MISCELLANEOUS PERMIT FEES

Item	Fee	Reference
Billboards	\$250.00 per billboard side	§16.24.020
Temporary Signs	\$35.00 per side per 14 day period Maximum of 3 permits or six weeks per year	§16.24.020
Permanent Signs	\$75.00 for the first 40 square feet plus \$1.25 for each additional square feet thereafter	§16.24.020
Fire Alarm Systems	\$100.00	§9.08
Tank Installation (fuel, oil, gas, etc.)	Valuation based; no surcharge	§9.16
Tank Removal (fuel, oil, gas, etc.)	Valuation based; no surcharge	§9.16
Temporary Structures (Tents < 200 sq. ft.)	\$50.00	§12.12
Moving Principal Structure	\$175.00 per building (plus \$1.00 surcharge)	§12.24
Moving Accessory Structure (400 sq. ft. or less)	\$25.00	§12.24
Moving Accessory Structure (< than 400 sq. ft.)	\$50.00 per building (plus \$1.00 surcharge)	§12.24

6. SURCHARGES

Building Surcharge: Unless otherwise stated, where the fee for the permit is based upon valuation, the surcharge is as follows:

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

7. BUILDING PERMIT RELATED FEES (COMMERCIAL AND RESIDENTIAL)

Item	Fee	Reference
Contractor Licenses	\$65.00 per Year State License	§12.08
Contractor's License Verification Fee	\$5.00 per Permit	§12.08
Investigation Fee (building, plumbing and electrical)	Equivalent to permit fee (when work commences without an approved permit)	§12.04
Plan Review Fee	65% of permit fee for residential and commercial projects	§12.04

Master Plan	When submittal documents for similar plans are approved, plan review fees shall not exceed 25% of normal building permit fee established and charged for same structure. Original structure plan review fee is 65% of permit fee	§12.04
Review of State Approved Plans	25% of the Plan Review required by the adopted fee schedule (for orientation to the plans)	§12.04
Residential Site Inspection (required for all new construction -- new homes, detached garages, accessory structures)	\$60.00	§12.04
Commercial Site Inspection (required for all new construction – new buildings and accessory structures)	\$90.00	§12.04
Fire Inspection Fee	\$75.00/hr.	§9.16
Certificate of Occupancy fee	\$200.00 Commercial/Industrial Business \$150.00 Residential	§12.12
Temporary Certificate of Occupancy – Escrow	\$500.00 – Residential \$1,000.00 – Commercial	§12.12
Demolition –Commercial	Based on valuation; minimum \$250.00	§16.60
Demolition -- Residential	Based on valuation; minimum \$150.00	§16.60
Exterior Structures:		
Driveway	\$60.00	§12.52.040
Retaining Wall (under 4' in height)	\$60.00	§16.28.030
Retaining Wall (over 4' in height)	Based on valuation	§12.04
Fence (under 7' in height)	\$60.00	§16.28.030
Fence (over 7' in height)	Based on valuation	§12.04
Shed (under 200 square feet)	\$60.00	§16.20.070
Shed (over 200 square feet)	Based on valuation	§12.04
Seasonal Swimming Pools (over 24" and 5,000 gallons, installed entirely above grade and located in the same place in yard year after year)	\$80.00 (one time fee)	§12.04
Permanent and In-ground Swimming Pools	Based on valuation	§12.04
Pre-moved in single family dwelling	\$175.00 plus travel time and mileage from City Hall (as calculated by Google Maps)	§12.04
Pre-moved in accessory structure	\$175.00 plus travel time and mileage from City Hall (as calculated by Google Maps)	§12.04
Connection fee – moved in structure (does not include foundation/interior remodel)	\$200.00	§12.04
Connection fee – plumbing	\$50.00	§12.04
Connection fee – mechanical	\$50.00	§12.04
Manufactured home installation (does not include foundation/interior remodel)	\$200.00 plus connection fees (if applicable)	§12.04
Site work for manufactured, prefab or moved in home (foundation, basement, etc)	Based on valuation	§12.04

8. PLUMBING PLAN REVIEW FEES

Item	Fee
Plan Review Fees: Building, Fire Suppression and Fire Alarm Permits	65% of the building permit fee established under Section 1
Plan Review Fees: Commercial Mechanical Permits	10% of the permit fee when project valuation exceeds \$30,000
Plan Review Fees: Public, Commercial and Industrial Plumbing Permits:	
Systems with both water distribution and drain, waste and vent system and having:	
25 or fewer drainage fixture units	\$150.00
26 to 50 drainage fixture units	\$250.00
51 to 150 drainage fixture units	\$350.00
151 to 249 drainage fixture units	\$500.00
250 or more drainage fixture units	\$3.00 per drainage fixture unit; maximum of \$4,000
Interceptors, separators or catch basins	\$70.00 per interceptor, separator or catch basin
Building sewer service only	\$150.00
Building water service only	\$150.00
Building water distribution system only; no drainage system	\$5.00 per supply fixture unit or \$150.00, whichever is greater
Storm drainage system	\$minimum fee of \$150.00 or \$50.00 per drain opening, up to a maximum of \$500 and \$70 per interceptor, separator or catch basin design.
Manufactured home or campground	
1 to 25 sites	\$300.00
26 to 50 sites	\$350.00
51 to 125 sites	\$400.00
126 or more sites	\$500.00
Revision of previously reviewed or incomplete plans:	
Review of plans for which the city has issued two or more requests for additional information, per review	\$100 per review or 10% of the original fee, whichever is greater
Proposer-requested revision with no increase in project scope	\$50.00 or 10% of the original fee, whichever is greater
Proposer-requested revision with an increase in project scope	\$50.00 plus the difference between the original project fee and the revised project fee.
<ul style="list-style-type: none"> • If a permit applicant submits an application that requires plan review and decides not to proceed with the project after the plan review has been completed, the applicant shall pay the plan review fee. • Where a plan review fee is performed and charged, the minimum plan review fee for all permits is \$50.00 	

9. OTHER INSPECTIONS AND FEES

Item	Fee	Reference
Re-inspection Fee	\$63.25	§12.04
Inspections outside of normal business hours (will include travel time both ways – 2 hour min.)	\$63.25/hour	§12.04
Inspections for which no fee is indicated; Miscellaneous and Special Services (1/2 hour minimum)	Building Official - \$95.00/hour	§12.04
Additional Plan Review required by changes, additions, or revisions to approved plans (1/2 hour minimum)	Building Official - \$95.00/hour	§12.04
Special Investigation Fee (work started without a permit)	100% of the permit fee	§12.04
Duplicate permit card fee	\$25.00 – short card (8½ x 7) \$50.00 – long card (8½ x 14)	§12.04
Lead Certification (for eligible construction) (contractor Lead Certification verification)	\$5.00	§12.04
Permit Renewal (within 6 months of expiration)	50% of fee	§12.04
Permit Renewal (> 6 months after expiration)	Valuation of remaining work; new permit required	§12.04
Pre-Final inspection (new home/structure)	\$63.25	§12.04
No Show Fee	\$63.25	§12.04
Refunds		
Plan Review (if plan review has not begun)	100%	§12.04
Plan Review (if plan review has started)	50%	§12.04
Plan review (if plan review has been completed)	0%	§12.04
Permit fee (if work not started) within 6 months of permit issuance	80%	§12.04
Permit fee (if work has started)	0%	§12.04
Maintenance permits	0%	§12.04

10. ZONING / DEVELOPMENT

Item	Fee	Reference
Comprehensive Plan Amendment	\$750.00/amendment plus \$1,500.00 escrow	
Conditional Use Permit (CUP): R-1 District	\$150.00 plus \$300.00 Escrow	§16.56
Conditional Use Permit (CUP) All other Districts	\$500.00 plus \$1,500.00 Escrow	§16.56
Conditional Use Permit (CUP) Amendment	Same as CUP Fee	§16.56
Concept Plan Review Fee	\$500.00 plus \$1,000.00 Escrow	§16.20.060
Interim Use Permit (IUP): R-1 District	\$150.00 plus \$300.00 Escrow	§16.58
Interim Use Permit (IUP): All other districts	\$500.00 plus \$1,500.00 Escrow	§16.58
Park Dedication Fee – Commercial/Industrial	3% fair market of improved/unimproved land value or monetary fund by discretion of City.	§14.12.050

Park Dedication Fee - Residential	\$2,595.00 per unit	§14.12.050
Planned Unit Development (PUD)	\$1,000.00 plus \$1,500.00 Escrow	§16.48
Planned Unit Development (PUD) Amendment	\$500.00 plus \$1,500.00 Escrow	§16.48
Planned Unit Development (PUD) Refund Policy	All but \$100.00 of the permit fee can be refunded within 100 days of application if no work done.	§16.48
Rezoning / Text Amendment	\$500.00 plus \$1,000.00 Escrow	§16.60.050
Minor Subdivision & Lot Combination Fee	\$200.00 plus \$500.00 Escrow	§14.28
Major Subdivision – Preliminary Plat	\$500.00 plus \$5,000.00 Escrow	§14.08
Major Subdivision – Final Plat	\$500.00 plus \$1,000.00 Escrow	§14.08
Variance: R-1 District	\$250.00 plus \$250.00 Escrow	§16.60.040
Variance: All Other Districts	\$500.00 plus \$1,500.00 Escrow	§16.60.040
Site Plan Review	\$500.00 plus \$1,000.00 Escrow	§16.20.060
Street or Easement Vacation	\$250.00 per property	§16.20.160
Zoning Letter	\$100.00	

Applicants are responsible for all costs incurred associated with the filing, review and processing of development applications. Such fees are to be paid in escrow up front or upon receipt of statement from the City of Spring Lake Park. Fees may include but are not limited to costs for consultants retained by the City, consultant planning services, attorney, and engineer fees. A deposit may also be required to cover costs of public notices, materials and staff time spent in the review, research or preparation of materials associated with this application. The applicant shall be responsible for all reasonable incurred costs in excess of the initial deposit amount. Payment of park dedication fees is required with subdivision applications. Application fees are not refundable.

11. MISCELLANEOUS FEES

Item	Fee	Reference
Copy of City Code & Comp. Plan	\$150.00	
Annual Financial Report	\$25.00	
Adopted Annual Budget	\$25.00	
Copy of any Code Chapter	\$10.00	
Copy of Zoning Code	\$50.00	
Capital Improvement Plan	\$10.00	
Assessment Search Fee	\$25.00	
Administrative Fee for Certification to Tax Roll	\$125.00/parcel	
Photocopies per Page	\$.25 per sheet (8½ x 11; b/w) \$.50 per sheet (11 x 17; b/w) \$1.00 per sheet (8½ x 11; color) \$2.00 per sheet (11 x 17; color) \$4.00 per sheet (large plan sheet)	
Certified Copies	\$5.00 plus photocopy fee	
Non-Resident Notary Fee	\$2.00	
Filing Fee for Public Office	\$15.00 (no sales tax)	M.S. 205.13
Insufficient Funds (NSF) checks/Credit Card Chargebacks	\$35.00	
Mailed City Council Agendas	\$60.00/year	

Mailed Planning Commission Agendas	\$30.00/year	
Mailed City Council Minutes	\$150.00/year	
Mailed Planning Commission Minutes	\$75.00/year	
Mailed City Council Meeting Packets	\$250.00/year	
Mailed Planning Commission Meeting Packets	\$200.00/year	
Residential Address Labels	\$100.00	
Map Copies	Small - \$1.00 Large - \$15.00 Zoning (Ledger) - \$5.00	
City Mowing	Cost plus \$75.00/mo. Administration fee	
Credit Card Transaction Fees Utility E-Billing with Online Payment E-checks (ACH) All other Transactions	Actual cost Actual cost Actual cost	
Scanning Fee	\$100.00 per building permit/zoning application if full size plans are not provided in electronic format	

Police Administration

Item	Fee	Reference
Excess Alarm Fee – Police Calls/year	1 st – 3 rd No Charge; 4 th + - \$75.00 for each	§9.08
Excess Alarm Fee – Fire Calls/year	1 st – 2 nd No Charge 3 rd - \$75.00 Each after doubles the previous charge	§9.08
Finger Printing – Residents Only	\$25.00/set	
Digital Photos	\$30.00 plus costs	
Digital Recordings	\$30.00	
Electronic copies to Digital Media	\$50.00 per disc	
Police Records Check/Clearance Letters/Certified Copies	\$5.00	

12. Administrative Offenses (Chapter 34)

Item	Fee	Reference
Abandoned, Wrecked or Inoperable Vehicle	\$50.00	§9.04
Adult Use Cannabis Use in Park or Other Public Place	\$100.00	§11.48.080
Animals	\$75.00	§9.12
Dog running at large	\$75.00	§9.12.010
Dog/Cat Must be Vaccinated	\$75.00	§9.12.010
Dog/Cat Must be Licensed	\$75.00	§9.12.010
ATV Violation	\$50.00	§7.04.030
Blocking Driveways	\$50.00	§7.08.020
Building Code Violations	\$100.00	§12.04
Critical Water Deficiency Declaration Ordinance or Emergency Conservation Regulations Violation	warning letter - 1 st offense \$100.00 - 2 nd offense	§5.04.050/ §5.04.010

	\$200.00 - 3 rd offense \$300.00 - 4 th and subsequent offense	
Deposit Debris onto Roadway	\$50.00 for 1 st offense, \$75.00 for 2 nd offense \$100.00 for 3 rd + offense	§9.04.010
Expired License Plates – Motorized Vehicle	\$50.00	§16.20.120
Fire Code Violations	\$100.00	§9.16
Fire Hydrant	\$50.00	§9.16
Fire Lane	\$50.00	§9.16
Fire Prevention Violations	\$50.00	§9.16
Fireworks Violations	\$100.00	§9.20.020
Flammable Products	\$100.00	§9.16
Garage Sale Violations	\$50.00	§11.04.02
General Municipal Water and Water Violations	\$50.00	§1.04.200
Handicap Parking Violation	\$200.00	§7.04.010
Housing Code Violations	\$100.00	§12
Illegal Garbage Dumping	\$100.00	§9.20.020
Inoperable Vehicles Parked on Street	\$50.00	§9.04.010
Intoxicating Beverages in Parks and Other Public Areas	\$50.00	§11.08.010
Junk or Debris	\$50.00	§9.20.020
Keys in Ignition	\$50.00	§7.01
License and Permit Violations	\$100.00	§1.04.200
License Plat/Tabs Missing – Motorized Vehicle	\$50.00	§16.20.120
Load Limit Violation	\$100.00	§7.04.020
Loud Parties/Noise (City Noise Codes)	\$50.00	§9.20.020
Missing Address Numbers	\$50.00	§12.20
Other Illegal Parking	\$50.00	§7.08
Outdoor Storage of Wood	\$50.00	§9.20.020
Park Hours Violation	\$50.00	§9.28.010
Parking at Park After Park Hours	\$50.00	§9.28.010
Public Nuisances	\$50.00	§9.20.020
Regulated Business Activity	\$100.00	§1.04.200
Rental Code Violations	\$50.00/Unit	§12.16
Seasonal Parking Violation	\$50.00	§7.08.020
Sign Code Violations	\$100.00	§16.24
Snowmobile Violation	\$50.00	§7.04.040
Bicycle Violation	\$25.00	§7.04.050
Subdivision Regulation	\$100.00	§14
Trespass	\$100.00	§11.04.010
Trucks Parking on Restricted Route	\$50.00	§7.08.020
Road Restriction Violation	\$100.00	§7.04.020
Waste Disposal Violations	\$50.00	§5.08

Weeds and Grass	\$50.00	§9.20.030
Zoning Code Violations	\$100.00	§16

13. Licenses (All licenses subject to a 10% late fee where applicable.)

A. General Business Licenses

Item	Fee	Reference
Administrative Application Fee	\$50.00	
Amusement Devices and Centers	\$15.00 per location plus \$15.00 per machine	§11.24
Automobile Sales, New and Used	\$300.00/year	§11.20
Amusement Rides, Carnivals, Circuses	\$130.00 for first day plus \$20.00 for each additional day	§9.36
Boxing and Wrestling Processing Fee	Regulated by the State of Minnesota	
Cigarette and Tobacco License Fee	\$150.00/year	§11.12
Dance	\$100.00/year	
Lower Potency Hemp Edible Retailer Application Fee	\$125.00/year	§11.50.040
Lower Potency Hemp Edible Retailer License Fee (Initial & Renewal)	\$125.00/year	§11.50.040
Food Sales & Service Application Fee	\$100.00/Application	§11.32
Garbage and Rubbish Hauler	\$50.00/1 st Truck & \$15.00 additional	§5.08
Criminal Investigation Fee – General Business Licenses (first time applicants)	\$50.00	§11.48
Sexually Oriented Business License Fee	\$10,000.00/yr	§11.44.040
Sexually Oriented Business Initial Investigation Fee	\$1,500.00	§11.44.050
Special Event Permit	\$100.00/event	§9.36.050
Special services fee escrow	125% of estimated cost for required City services/resources	§9.36.080
Pawn Shops		
Non-Refundable Application Fee (includes cost of investigation)	New - \$500.00 Renewal - \$100.00	§11.16
New Manager Investigation Fee	\$150.00	§11.16
Annual License	\$6,250.00	§11.16
Billable Transaction Fee	\$2,192.00/year	§11.16
Performance Bond	\$5,000.00	§11.16

Peddlers / Transient Merchants		
Permits	Transient - \$100.00 SUP + \$150.00 Escrow Peddlers - \$60.00/day, \$200.00/month, \$500.00/year	§11.04
Investigation fee	\$10.00 investigation fee for each new peddler	§11.04
I.D. Card	\$5.00/person	§11.04
Criminal Investigation Fee – Peddler/ Transient Merchant Licenses (first time applicants)	\$50.00	§11.48
Therapeutic Massage		
Partnership/Corporation License	\$350.00 + \$200.00 - Background Check	§11.40
Technician License	\$100.00 + \$100.00 - Background Check	§11.40

B. Liquor Licenses

Item	Fee	Reference
On-Sale Intoxicating	Class A - \$6,200.00/yr Class B - \$9,300.00/yr	§11.08.010
On-Sale Wine	\$500.00/yr	§11.08.010
On-Sale Malt Liquor/3.2 Beer	\$300.00/yr	§11.08.010
Off-Sale Intoxicating	\$310.00/yr	§11.08.010
Off-Sale 3.2% Malt Liquor	\$100.00/yr	§11.08.010
Brewer Tap Room	\$400.00/yr	§11.08.010
On-Sale Brewer Pub License	\$400.00/yr	§11.08.010
Off-Sale Brewer Pub License	\$100.00/yr	§11.08.010
Cocktail Room License	\$400.00/yr	§11.08.010
Culinary Class Ltd. On-Sale Malt Liquor/Wine	\$300.00/yr	§11.08.010
Consumption and Display – City Fee	\$250.00/yr	§11.08.010
Club	\$300.00/yr	§11.08.010
Sunday On Sale	\$200.00/yr	§11.08.010
Two A.M. Closing Permit	\$100.00/yr	§11.08.010
Liquor Licensing Investigation Fee	\$500.00 (in state) Actual cost not to exceed \$10,000 (out of state)	M.S. 340A.412
Temporary 3.2% Liquor License Fee	\$25.00/Event	§11.08.010
Temporary Intoxicating Liquor License Fee	\$50.00/Event	§11.08.010

C. Adult Use Cannabis Registration/License

Item	Fee	Reference
Initial Retail Registration Fee	\$500.00 or half the amount of the initial state license fee	§11.48.030
Renewal Retail Registration Fee	\$1,000.00 or half the amount of a renewal state license fee	§11.48.030
Temporary Cannabis Event License	\$100.00	§11.48.080

D. Animal Licenses

Item	Fee	Reference
Spayed or neutered – Cats and Dogs	\$10.00/yr	§9.12
Unsprayed or Unneutered – Cats and Dogs	\$15.00/yr	§9.12
Duplicate tags	\$2.00 per	§9.12
Dangerous Dog Registration	\$500.00/yr	§9.12.020
Kennel – Residential	\$50.00/yr	§9.12
Kennel – Commercial	\$100.00/yr	§9.12
Criminal Background Check – Kennel License (first time applicant)	\$50.00	§11.48
Impound Fee	1 st offense - \$75.00 plus Animal Hospital fees as outlined in Animal Control agreement 2 nd offense - \$125.00 plus Animal Hospital fees as outlined in Animal Control agreement 3 rd offense - \$175.00 plus Animal Hospital fees as outlined in Animal Control agreement 4 th and subsequent offense - \$325.00 plus Animal Hospital Fees as outlined in Animal Control agreement	§9.12

E. Rental Housing Licenses

Item	Fee	Reference
Single Family	\$250.00	§12.16
Duplex	\$325.00	§12.16
Apartment	\$500.00 per Building plus \$50.00 per Unit	§12.16
Reinspection Fee	\$150.00 after the 2 nd inspection	§12.16
Revoked Rental Housing License Reinstatement Fee	Five (5) times the annual licensing fee	§12.16
Excessive Consumption Fee: rental/non-rental	\$50.00 per incident	§12.16
Conversion Fee	\$1,000.00 includes 1 st year registration fee	§12.16
Late Conversion Fee	\$1,500.00	§12.16

F. Vacant Property Licenses

Item	Fee	Reference
Residential Unit	\$200.00	§12.28
Monitoring Fee	\$20.00 per visit	§12.28

14. SPRING LAKE PARK – FACILITY RENTAL¹

A. Park Facilities

Item	Resident		Non-Resident	
	Half Day	Full Day	Half Day	Full Day
Able Park Building	\$100.00	\$200.00	\$150.00	\$250.00
Able Park Hockey Rink	\$50.00	\$100.00	\$100.00	\$200.00
Able Park South Softball Field	\$25.00	\$50.00	\$50.00	\$75.00
Able Park North Softball Field	\$25.00	\$50.00	\$50.00	\$75.00
Able Park Picnic Shelter	\$25.00	\$50.00	\$50.00	\$75.00
Able Park Volleyball Court	\$10.00	\$20.00	\$20.00	\$40.00
Sanburnol Park North Softball Field	\$25.00	\$50.00	\$50.00	\$75.00
Lakeside Softball Field	\$25.00	\$50.00	\$50.00	\$75.00
Lakeside Volleyball Court	\$10.00	\$20.00	\$20.00	\$40.00
Sanburnol Park South Softball Field	\$25.00	\$50.00	\$50.00	\$75.00
Terrace Park East Softball Field	\$25.00	\$50.00	\$50.00	\$75.00
Terrace Park West Softball Field	\$25.00	\$50.00	\$50.00	\$75.00
Terrace Park Pickleball/Tennis Court	\$10.00	\$20.00	\$15.00	\$25.00
Terrace Park Volleyball Court	\$10.00	\$20.00	\$15.00	\$25.00
Terrace Park East Picnic Shelter	\$25.00	\$50.00	\$50.00	\$75.00
Terrace Park West Picnic Shelter	\$25.00	\$50.00	\$50.00	\$75.00
Terrace Park Hockey Rink	\$50.00	\$100.00	\$100.00	\$200.00
Terrace Park Football Field	\$50.00	\$100.00	\$100.00	\$200.00
Triangle Park Gazebo	\$25.00	\$50.00	\$50.00	\$75.00
Westwood Softball Field	\$25.00	\$50.00	\$50.00	\$75.00
Westwood Park Picnic Shelter	\$10.00	\$20.00	\$20.00	\$40.00

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

B. City Hall Facility

	Public Sector	Resident/ Non-Profit	Non-Resident
City Hall – Laddie Room (Multipurpose A)	\$20.00/hour	\$30.00/hour	\$60.00/hour
City Hall – Spring Lake Room (Multipurpose B)	\$40.00/hour	\$70.00/hour	\$90.00/hour
City Hall – Laddie Room & Spring Lake Room	\$60.00/hour	\$80.00/hour	\$150.00/hour
City Hall Link	\$30.00/hour	\$50.00/hour	\$60.00/hour
Huddle Room	\$20.00	\$20.00	\$20.00
City Hall A/V Package	\$75.00	\$75.00	\$75.00
Damage Deposit	\$100.00	\$100.00	\$100.00
Lost Key	\$50.00	\$50.00	\$50.00

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

15. WATER, SEWER, STREET AND OTHER FEES

A. Water

Item	Fee	Reference
Water Availability Charge (WAC)	\$1,617.00/Unit (City determines # of units)	§5.04
Water Connection/Disconnect and/or Demo Inspection Fee	Residential - \$50.00 Commercial – \$75.00	§5.04
Water Connection Inspection Fee – New Residential Connection	\$50.00 (plus WAC)	§5.04
Water Connection Inspection Fee – New Commercial Connection	\$75.00 (plus WAC)	§5.04
Connection and Reconnection Fee	\$125.00/Hour (\$187.50/Hour after Business Hours)	§5.04
Water Meter Installation Fee	3/4” – 1” meter - \$75.00 Over 1” meter - \$100.00	§5.04
Water Meters and Parts	Cost plus 2%	§5.04
Water General Repair/Inspection	\$75.00	§5.04
Call out Fee	Regular Business Hours N/C – After Business Hours O.T. Fees apply (minimum \$100.00)	§5.04
Estimated Water Meter Reading	1 st est. – \$25.00 2 nd est. - \$50.00 3 rd and subsequent est. - \$75.00	§5.04
Disconnect Tag Fee	\$25.00	§5.04

B. Sewer

Item	Fee	Reference
Sewer Access Charge (SAC)	\$2,485.00/Unit (M.C. determines no. of units)	§5.04
SAC Administrative Fee	\$400.00/Unit (based on M.C. unit count)	§5.04
Sewer Connection/Disconnection and/or Demo Inspection Fee	\$50.00 – Residential \$75.00 - Commercial	§5.04
Sewer Hook-up Fee – New Only	\$145.00 (plus SAC)	§5.04
Sewer General Repair/Inspection	\$75.00	§5.04
Call out Fee	Regular Business Hours N/C – After Business Hours O.T. Fees apply (minimum \$100.00)	§5.04

C. Street

Item	Fee	Reference
Load Limits Permit Fee	\$25.00/entry/truck	§7.04.020
Street Opening Permit	\$150.00 permit fee plus \$1,000 Security Fee	
Right of Way Permit (ROW) - Excavation Permit	\$150.00	§12.48
ROW - Obstruction Permit	\$150.00	§12.48
ROW - Excavation Hole Permit	\$150.00	§12.48
ROW – Trench	\$70.00 per 100 feet	§12.48
ROW – Emergency Hole	\$75.00	§12.48
ROW – Boring Holes	\$50.00 per hold	§12.48

ROW Security Fee	Subject to the Discretion of the Public Works Director	§12.48
Small Cell Wireless Fees	Maximum fee allowed under Statute	M.S. 237.163(6)

CITY OF SPRING LAKE PARK

RESOLUTION NO. 2024-66

**A RESOLUTION AUTHORIZING SUMMARY PUBLICATION OF ORDINANCE 498,
AN ORDINANCE ADOPTING THE 2025 FEE SCHEDULE FOR THE CITY OF
SPRING LAKE PARK**

WHEREAS, as authorized by Minnesota Statutes, Section 412.191, subd. 4, the City Council has determined that publication of the title and summary of Ordinance 498 will clearly inform the public of the intent and effect of the Ordinance; and

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

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Spring Lake Park, Minnesota that the following summary of Ordinance No. 498 is approved for publication:

“On December 16, 2024, the Spring Lake Park City Council approved Ordinance No. 498, entitled ‘An Ordinance Adopting the 2025 Fee Schedule for the City of Spring Lake Park.’

The following is a summary of Ordinance No. 498, a copy of which is available in its entirety for review during regular office hours at the City of Spring Lake Park, 1301 81st Avenue NE, Spring Lake Park, MN, or for review on the City’s website, www.slpmn.org.

The Ordinance outlines updates to permit fees, zoning and development fees, utility charges, and other miscellaneous fees. These changes ensure the City continues to recover costs effectively and maintain quality services.

The ordinance will take effect on January 1, 2025 upon publication in the City’s newspaper of record.”

The foregoing Resolution was moved for adoption by Councilmember .

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

And the following voted against the same:

Whereon the Mayor declared said Resolution duly passed and adopted the 16th day of December, 2024.

APPROVED BY:

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator



Memorandum

To: Mayor Nelson and Members of the City Council

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

Date: December 11, 2024

Subject: Approval of 2024 tax levy, collectable in 2025

I am pleased to present for your consideration Resolution No. 2024-72, which sets the property tax levy for 2024, collectible in 2025. This resolution establishes the necessary funding to support the City's operations, capital improvement initiatives, and debt service obligations for the upcoming fiscal year.

The proposed levy totals \$4,721,272, allocated as follows:

- General Revenue Levy: \$4,029,435
- 2022 Street Improvement Project Levy: \$24,078
- 2024 Street Improvement Project Levy: \$28,421
- Capital Improvement Plan Levy: \$194,591
- 2021A G.O. Improvement Bonds Levy: \$444,747

This levy aligns with the proposed 2025 General Fund budget to be approved by the City Council on December 16, 2024.

The proposed tax levy and budget were presented to the public during the Truth in Taxation public hearing on December 2, 2024. No residents spoke on the proposed tax levy and budget.

I recommend the City Council approve Resolution No. 2024-72 to formally adopt the final property tax levy for 2024, collectible in 2025.

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

RESOLUTION NO. 2024-72

RESOLUTION ADOPTING FINAL 2024 TAXES COLLECTABLE IN 2025

BE IT RESOLVED by the City Council of the City of Spring Lake Park, Anoka and Ramsey Counties, Minnesota, that the following sums of money be levied for the current year, collectable in 2024, upon the taxable property in said City of Spring Lake Park, Minnesota:

General Revenue	\$4,029,435
2022 Street Improvement Project Levy	\$ 24,078
2024 Street Improvement Project Levy	\$ 28,421
Capital Improvement Plan Levy	\$ 194,591
2021A G.O. Improvement Bonds	<u>\$ 444,747</u>
TOTAL LEVY:	<u>\$4,721,272</u>

BE IT FURTHER RESOLVED that the Administrator, Clerk/Treasurer of the City of Spring Lake Park is hereby instructed to transmit a certified copy of this resolution to the County Auditors of Anoka and Ramsey Counties, Minnesota.

The foregoing resolution was moved for adoption by Councilmember .

Upon roll call, the following voted aye:

And the following voted nay:

Whereupon the Mayor declared said resolution duly passed and adopted this 16th day of December, 2024.

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, Administrator

State of Minnesota)
Counties of Anoka and Ramsey)ss
City of Spring Lake Park)

I, Daniel R. Buchholtz, duly appointed and qualified City Administrator in and for the City of Spring Lake Park, Anoka and Ramsey Counties, Minnesota, do hereby certify that the foregoing is a true and correct copy of Resolution No. 23-44, A Resolution Adopting Final 2023 Taxes Collectable in 2024, adopted by the Spring Lake Park City Council at their regular meeting on the 4th day of December 2023.

Daniel R. Buchholtz, Administrator

(SEAL)

Dated: _____



Memorandum

To: Mayor Nelson and Members of the City Council

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

Date: December 11, 2024

Subject: Approval of 2025 Budget

Attached for your review and approval is the proposed 2025 General Fund Budget. This budget has been prepared with a focus on maintaining fiscal responsibility, addressing community priorities, and ensuring the continuation of essential city services.

The budget includes an increase in general fund revenues to \$5,668,758, primarily driven by growth in property tax revenues. The proposed expenditures have been carefully aligned with these revenues to balance operational needs and strategic priorities. Key investments include:

- *Public Safety Enhancements:* Increased support for police and fire services. The proposed budget supports the City's share of hiring 3 new full-time firefighters at SBM Fire Department and a new patrol officer for the Police Department.
- *Infrastructure Maintenance:* Funding for essential maintenance and improvements of the City's infrastructure. The budget includes custodial services for City Hall to ensure the new facility is well-maintained and continues to be a source of pride for years to come.
- *Community Development:* Allocations for parks, recreational programming, and other services.

The proposed budget is balanced, preserving the City's fund balance and ensuring financial resilience to effectively address any unforeseen challenges.

Staff recommends that the City Council approve the attached 2025 General Fund Budget as presented.

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

RESOLUTION NO. 2024-73

RESOLUTION ADOPTING 2025 GENERAL FUND BUDGET

BE IT RESOLVED by the City Council of the City of Spring Lake Park, Anoka and Ramsey Counties, Minnesota, that the City Council adopts the 2024 General Fund budget and establishes revenues and appropriates the following amounts for each Department:

Revenues

Tax Levy	\$4,029,435
Intergovernmental Revenue	\$ 929,679
Permit and Licenses	\$ 173,029
Charges for Current Services	\$ 192,087
Miscellaneous Revenues	\$ 196,031
Interfund Transfers	\$ 148,497
TOTAL	\$5,341,466

Expenditures

City Council	\$ 76,917
Administration	\$ 562,140
Assessor	\$ 39,428
Auditor	\$ 14,936
I.T.	\$ 83,012
Legal Fees	\$ 122,500
Engineer	\$ 6,500
P&Z	\$ 2,500
Government Buildings	\$ 149,212
Police Department	\$2,402,043
Fire Protection	\$ 372,235
Code Enforcement	\$ 329,880
Street Department	\$ 391,136
Recreation	\$ 502,777
Parks Department	\$ 420,842
Miscellaneous	\$ 192,700
TOTAL	\$5,668,758

BE IT FURTHER RESOLVED that the Administrator, Clerk/Treasurer is hereby authorized to implement the budget as approved by the City Council.

The foregoing resolution was moved for adoption by Councilmember .

Upon roll call, the following voted aye:

And the following voted nay: None

Whereupon the Mayor declared said resolution duly passed and adopted this 16th day of December, 2024.

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, Administrator

BUDGET REPORT FOR CITY OF SPRING LAKE PARK

Calculations As of 12/31/2024

GL Number	Description	2021 Activity	2022 Activity	2023 Activity	2024 Activity	2024 Amended Budget	2025 DEPARTMENT REQUEST	2025 CITY ADMINISTRATOR	2025 COUNCIL PRELIMINARY
Fund: 101 GENERAL FUND									
Account Category: Estimated Revenues									
101.00000.31010	CURRENT TAXES	3,368,623.75	3,474,341.88	3,857,165.33	3,905,683.09	3,823,887.00	4,029,435.00	4,029,435.00	4,029,435.00
101.00000.31020	DELINQ TAXES	20,362.60	17,662.64	37,243.31	20,960.89	0.00	0.00	0.00	0.00
101.00000.31910	PENALTIES & INTEREST	4,639.46	4,347.74	12,670.51	24,812.61	0.00	0.00	0.00	0.00
101.00000.32110	LIQUOR LICENSES	35,260.00	41,126.63	46,293.40	47,976.74	31,827.00	41,127.00	41,127.00	41,127.00
101.00000.32111	OFF-SALE LIQUOR	0.00	0.00	0.00	0.00	310.00	0.00	0.00	0.00
101.00000.32178	PAWN INVESTIGATION FEE	100.00	100.00	100.00	100.00	0.00	100.00	100.00	100.00
101.00000.32179	PAWN SHOP LICENSES	6,252.00	6,252.00	6,773.00	5,731.00	6,252.00	6,252.00	6,252.00	6,252.00
101.00000.32180	CIGARETTE,DANCE,BINGO & MISC	6,800.00	12,300.00	7,890.00	7,525.00	6,000.00	7,800.00	7,800.00	7,800.00
101.00000.32181	SIGN PERMITS	6,027.50	8,498.25	9,123.75	5,482.50	5,500.00	6,000.00	6,000.00	6,000.00
101.00000.32208	CONTRACTORS LICENSES	11,775.00	12,192.66	11,945.00	11,140.00	8,500.00	11,500.00	11,500.00	11,500.00
101.00000.32210	BUILDING PERMIT	82,280.72	73,943.90	88,465.22	83,048.22	75,000.00	75,000.00	75,000.00	75,000.00
101.00000.32211	BUILDING PERMIT SURCHARGES	3,342.46	2,722.27	3,256.50	2,517.22	5,000.00	4,000.00	4,000.00	4,000.00
101.00000.32215	DEMOLITION PERMIT	0.00	875.52	691.86	0.00	0.00	0.00	0.00	0.00
101.00000.32230	PLUMBING PERMIT	7,941.70	9,418.30	8,573.00	6,039.95	5,000.00	6,000.00	6,000.00	6,000.00
101.00000.32231	PLUMBING PERMIT SURCHARGES	82.95	146.60	118.10	89.12	500.00	350.00	350.00	350.00
101.00000.32232	HEATING & A/C PERMITS	15,081.38	13,038.57	11,769.35	10,980.86	10,000.00	10,000.00	10,000.00	10,000.00
101.00000.32233	HTG & A/C SURCHARGES	298.69	237.06	169.06	207.35	1,000.00	500.00	500.00	500.00
101.00000.32240	PET LICENSE	640.00	1,041.00	1,064.00	1,053.00	400.00	600.00	600.00	600.00
101.00000.32260	CERTIFICATE OF OCCUPANCY	5,200.00	2,800.00	3,250.00	2,850.00	3,000.00	2,800.00	2,800.00	2,800.00
101.00000.32261	VACANT PROPERTY REGISTRATION	800.00	0.00	1,400.00	600.00	2,000.00	1,000.00	1,000.00	1,000.00
101.00000.32262	SOLICITORS LICENSE	0.00	0.00	200.00	50.00	0.00	0.00	0.00	0.00
101.00000.33401	LOCAL GOVERNMENT AID	546,048.00	551,424.00	563,397.00	385,860.00	771,720.00	773,639.00	773,639.00	773,639.00
101.00000.33403	LOCAL PERFORMANCE AID	0.00	0.00	1,040.00	0.00	0.00	1,040.00	1,040.00	1,040.00
101.00000.33416	POLICE TRAINING REIMB	9,856.00	8,118.54	10,101.98	11,150.06	10,000.00	10,000.00	10,000.00	10,000.00
101.00000.33421	INSURANCE PREMIUM-POLICE	98,820.12	98,494.92	107,986.78	138,730.12	95,000.00	100,000.00	100,000.00	100,000.00
101.00000.34102	ZONING LETTERS	200.00	500.00	300.00	200.00	200.00	300.00	300.00	300.00
101.00000.34103	SPEC USE,ZONING,SUB-DIV	9,012.50	7,900.00	4,250.00	13,435.44	5,500.00	5,500.00	5,500.00	5,500.00
101.00000.34104	PLAN CHECKING FEES	33,166.29	25,902.49	18,248.67	4,792.23	40,000.00	35,000.00	35,000.00	35,000.00
101.00000.34105	SALE OF MAPS,COPIES ETC	69.50	47.00	0.00	0.00	300.00	50.00	50.00	50.00
101.00000.34107	ASSESSMENT SEARCHES	0.00	0.00	75.00	25.00	100.00	50.00	50.00	50.00
101.00000.34108	ADMINISTRATION SAC CHARGES	720.00	595.00	451.00	0.00	100.00	100.00	100.00	100.00
101.00000.34109	FILING FEES	0.00	105.00	0.00	75.00	60.00	0.00	0.00	0.00
101.00000.34110	ADMIN FEES (TAX STMTS)	0.00	(125.00)	0.00	0.00	0.00	0.00	0.00	0.00
101.00000.34111	ADM. GAMBLING EXPENSES	37,188.00	38,300.00	39,449.00	0.00	41,027.00	42,462.00	42,462.00	42,462.00
101.00000.34115	GUN RANGE FACILITY USE	285.00	0.00	210.00	0.00	375.00	375.00	375.00	375.00
101.00000.34117	ROOM-FACILITY RENTAL	0.00	100.00	0.00	0.00	500.00	250.00	250.00	250.00
101.00000.34201	POLICE & FIRE ALARM PERMIT	3,300.00	7,625.00	1,010.00	0.00	3,500.00	3,500.00	3,500.00	3,500.00
101.00000.34202	POLICE REPORTS	860.70	1,245.00	2,475.00	1,450.00	500.00	500.00	500.00	500.00
101.00000.34204	HOUSING REGISTRATION	89,567.50	101,802.50	147,575.00	51,700.00	103,300.00	103,000.00	103,000.00	103,000.00
101.00000.34205	RIGHT OF WAY APPLICATIONS	1,554.30	0.00	0.00	2,750.00	2,000.00	1,000.00	1,000.00	1,000.00
101.00000.34801	INSURANCE DIVIDENDS	18,579.00	12,819.00	3,939.00	0.00	12,656.00	10,000.00	10,000.00	10,000.00
101.00000.34949	RESTITUTION	1,782.19	1,332.69	746.93	1,593.00	0.00	0.00	0.00	0.00
101.00000.34950	REFUNDS & REIMB	12,894.17	40,911.09	23,480.66	3,952.74	7,500.00	7,500.00	7,500.00	7,500.00
101.00000.35101	COURT FINES	32,748.59	26,868.25	40,253.01	38,337.78	45,000.00	45,000.00	45,000.00	45,000.00
101.00000.35102	ADM OFFENSE FINES	23,295.28	52,255.58	27,292.39	40,600.00	40,000.00	40,000.00	40,000.00	40,000.00
101.00000.35348	PROPERTY ROOM REVENUE	6.24	219.19	718.29	0.00	500.00	500.00	500.00	500.00
101.00000.35349	MN DRIVING DIVERSION PROGRAM	1,200.00	600.00	1,100.00	0.00	750.00	750.00	750.00	750.00
101.00000.35350	DETOX TRANSPORTATION	30.00	0.00	0.00	0.00	200.00	0.00	0.00	0.00
101.00000.36201	SOLAR ENERGY CREDITS-XCEL	0.00	23,078.77	0.00	23,254.41	0.00	10,000.00	10,000.00	10,000.00
101.00000.36210	INTEREST EARNINGS	(20,886.06)	(64,861.52)	282,364.07	285,909.46	10,000.00	30,000.00	30,000.00	30,000.00

BUDGET REPORT FOR CITY OF SPRING LAKE PARK

Calculations As of 12/31/2024

GL Number	Description	2021 Activity	2022 Activity	2023 Activity	2024 Activity	2024 Amended Budget	2025 DEPARTMENT REQUEST	2025 CITY ADMINISTRATOR	2025 COUNCIL PRELIMINARY
Fund: 101 GENERAL FUND									
Account Category: Estimated Revenues									
101.00000.36230	CONTRIBUTIONS-PRIVATE	500.00	22,200.00	7,672.10	0.00	0.00	0.00	0.00	0.00
101.00000.36901	LIAISON OFFICER	75,563.17	149,956.35	93,121.98	32,427.19	32,427.00	97,281.00	97,281.00	97,281.00
101.00000.39100	REIM FOR SERVICES	0.00	375.00	75.00	150.00	0.00	0.00	0.00	0.00
101.00000.39200	OTHER TRANSFERS	0.00	0.00	(22,001.00)	0.00	0.00	0.00	0.00	0.00
101.00000.39202	TRANSFER FROM PUBLIC UTILITIE	52,166.00	53,731.00	55,343.00	0.00	57,002.00	58,997.00	58,997.00	58,997.00
101.00000.39203	CONTRIBUTION FROM LIQUOR	25,000.00	25,000.00	25,000.00	0.00	0.00	0.00	0.00	0.00
101.00000.39205	TRANSFER-FROM TIF FUND	3,000.00	3,000.00	3,000.00	0.00	3,000.00	3,000.00	3,000.00	3,000.00
101.00000.39206	TRANSFER FROM RECYCLING FUND	3,000.00	3,000.00	3,500.00	0.00	4,000.00	4,000.00	4,000.00	4,000.00
101.00000.39207	TRANSFER FROM RECREATION	62,500.00	62,500.00	62,500.00	0.00	62,500.00	62,500.00	62,500.00	62,500.00
101.00000.39208	TRANSFER FROM GENERAL FUND	0.00	0.00	0.00	0.00	40,000.00	20,000.00	20,000.00	20,000.00
	Estimated Revenues	4,697,534.70	4,936,064.87	5,612,836.25	5,173,239.98	5,373,893.00	5,668,758.00	5,668,758.00	5,668,758.00
Account Category: Appropriations									
101.41110.41030	PART TIME EMPLOYEES	31,294.56	31,294.56	31,294.56	28,686.68	31,297.00	31,297.00	31,297.00	31,297.00
MAYOR							7,453.00	7,453.00	7,453.00
COUNCILMEMBERS							23,844.00	23,844.00	23,844.00
101.41110.41211	DEFINED CONTR PLAN/PERA	966.84	1,266.84	1,564.92	1,434.51	1,565.00	1,565.00	1,565.00	1,565.00
DEFINED CONTRIBUTION PLAN							1,565.00	1,565.00	1,565.00
101.41110.41220	FICA/MC CONTRIBUTIONS-EMPLOYE	2,394.00	2,394.00	2,394.00	2,194.55	2,394.00	2,394.00	2,394.00	2,394.00
FICA (6.2%)							1,940.00	1,940.00	1,940.00
MEDICARE (1.45%)							454.00	454.00	454.00
101.41110.41510	WORKERS COMPENSATION	6.84	0.00	69.49	92.04	70.00	70.00	70.00	70.00
101.41110.42100	OPERATING SUPPLIES	0.00	33.98	354.03	400.41	500.00	600.00	600.00	600.00
LOGO APPAREL							250.00	250.00	250.00
BUSINESS CARDS/ID BADGES							150.00	150.00	150.00
MISCELLANEOUS							200.00	200.00	200.00
101.41110.43310	TRAVEL EXPENSE	51.74	65.13	636.32	438.52	500.00	500.00	500.00	500.00
101.41110.43500	PRINTING & PUBLISHING	2,042.55	1,339.71	1,913.56	811.60	1,550.00	1,650.00	1,650.00	1,650.00
ORDINANCES AND RESOLUTIONS							1,200.00	1,200.00	1,200.00
SPECIAL MEETING POSTINGS							100.00	100.00	100.00
ASSESSMENT NOTICES							100.00	100.00	100.00
LEGAL NOTICES							250.00	250.00	250.00
101.41110.44000	CONTRACTUAL SERVICE	2,700.00	2,905.00	1,785.00	0.00	4,830.00	4,830.00	4,830.00	4,830.00
BOARD/COMMISSION STIPENDS (\$30/MEETING)							4,830.00	4,830.00	4,830.00
101.41110.44300	CONFERENCE & SCHOOLS	95.00	1,050.00	2,894.64	4,258.12	5,470.00	5,470.00	5,470.00	5,470.00
LMC ANNUAL CONFERENCE							3,550.00	3,550.00	3,550.00
LMC ELECTED OFFICIALS CONFERENCE							1,050.00	1,050.00	1,050.00
LMC LEGISLATIVE CONFERENCE							250.00	250.00	250.00
MN MAYOR'S ASSOCIATION CONFERENCE							250.00	250.00	250.00
ANOKA COUNTY LOCAL OFFICIALS MEETING							120.00	120.00	120.00
MISCELLANEOUS							250.00	250.00	250.00
101.41110.44330	DUES & SUBSCRIPTIONS	14,755.00	12,725.00	15,905.00	10,460.00	16,139.00	16,491.00	16,491.00	16,491.00
LMC DUES							8,755.00	8,755.00	8,755.00
NORTH METRO MAYORS ASSOCIATION							2,746.00	2,746.00	2,746.00
MN MAYOR'S ASSOCIATION							30.00	30.00	30.00
METRO CITIES							3,360.00	3,360.00	3,360.00
ANOKA CO. REGIONAL ECONOMIC DEVELOPMENT							410.00	410.00	410.00
SUBURBAN RATE AUTHORITY							940.00	940.00	940.00
TRUNK HIGHWAY 65 COALITION							250.00	250.00	250.00
101.41110.44955	DISCRETIONARY FUND	925.00	3,294.28	1,442.08	1,125.32	12,050.00	12,050.00	12,050.00	12,050.00

BUDGET REPORT FOR CITY OF SPRING LAKE PARK

Calculations As of 12/31/2024

GL Number	Description	2021 Activity	2022 Activity	2023 Activity	2024 Activity	2024 Amended Budget	2025 DEPARTMENT REQUEST	2025 CITY ADMINISTRATOR	2025 COUNCIL PRELIMINARY
Fund: 101 GENERAL FUND									
Account Category: Appropriations									
MEMORIALS							250.00	250.00	250.00
RETREAT/WORKSHOP EXPENSES							1,000.00	1,000.00	1,000.00
PARADE CANDY/SUPPLIES							800.00	800.00	800.00
COUNCIL DISCRETIONARY							10,000.00	10,000.00	10,000.00
101.41400.41010	FULL TIME EMPLOYEES	259,583.07	309,529.60	346,241.57	342,966.68	367,554.00	389,498.00	389,498.00	389,498.00
CITY ADMINISTRATOR							171,146.00	171,146.00	171,146.00
ACCOUNTANT							81,453.00	81,453.00	81,453.00
DEPUTY CLERK							77,527.00	77,527.00	77,527.00
ACCOUNTING CLERK/SPECIAL PROJECTS COORDINATOR (37%)							24,500.00	24,500.00	24,500.00
RECEPTIONIST (50%)							33,672.00	33,672.00	33,672.00
ADMINISTRATOR DEFERRED COMP (\$1,200)							1,200.00	1,200.00	1,200.00
101.41400.41050	VACATION BUY BACK	5,203.14	6,463.82	8,559.88	12,076.82	6,000.00	6,500.00	6,500.00	6,500.00
101.41400.41210	PERA CONTRIBUTIONS-EMPLOYER	19,151.09	22,339.81	25,062.48	26,141.71	27,567.00	29,123.00	29,123.00	29,123.00
COORDINATED PLAN (7.5%)							29,123.00	29,123.00	29,123.00
101.41400.41220	FICA/MC CONTRIBUTIONS-EMPLOYE	19,020.32	22,238.35	25,088.24	26,094.61	28,578.00	29,705.00	29,705.00	29,705.00
FICA (6.2%)							24,358.00	24,358.00	24,358.00
MEDICARE (1.45%)							5,347.00	5,347.00	5,347.00
101.41400.41300	HEALTH INSURANCE	42,063.89	49,036.16	53,283.66	57,232.67	66,802.00	59,900.00	59,900.00	59,900.00
101.41400.41313	LIFE INSURANCE	163.28	187.60	198.36	193.83	200.00	200.00	200.00	200.00
101.41400.41510	WORKERS COMPENSATION	1,349.24	1,442.19	2,265.86	2,648.25	3,095.00	3,948.00	3,948.00	2,618.00
PREMIUM							2,948.00	2,948.00	1,618.00
DEDUCTIBLE							1,000.00	1,000.00	1,000.00
101.41400.42000	OFFICE SUPPLIES	2,414.33	3,174.52	2,469.62	2,594.13	3,050.00	3,200.00	3,200.00	3,200.00
COPY PAPER							750.00	750.00	750.00
OFFICE SUPPLIES							1,200.00	1,200.00	1,200.00
TONER							1,250.00	1,250.00	1,250.00
101.41400.42030	PRINTED FORMS	1,293.92	1,639.28	1,142.77	282.25	1,925.00	1,925.00	1,925.00	1,925.00
CHECKS/ENVELOPES							400.00	400.00	400.00
MINUTE BOOKS							225.00	225.00	225.00
STATIONARY/ENVELOPES							600.00	600.00	600.00
BUSINESS CARDS							400.00	400.00	400.00
MISC. PRINTING							300.00	300.00	300.00
101.41400.42100	OPERATING SUPPLIES	1,069.01	472.35	615.46	1,595.04	615.00	720.00	720.00	720.00
ANIMAL TAGS/RECEIPT BOOKS							150.00	150.00	150.00
BATTERIES							250.00	250.00	250.00
LMC CITY OFFICIAL DIRECTORY							70.00	70.00	70.00
MISCELLANEOUS							250.00	250.00	250.00
101.41400.42220	POSTAGE	3,703.35	2,287.66	1,692.59	1,941.89	2,706.00	2,906.00	2,906.00	2,906.00
POSTAGE							2,000.00	2,000.00	2,000.00
METER RENTAL							538.00	538.00	538.00
MAINTENANCE AGREEMENT							368.00	368.00	368.00
101.41400.43210	TELEPHONE	1,694.07	597.80	623.17	520.13	625.00	625.00	625.00	625.00
101.41400.43310	TRAVEL EXPENSE	3,195.76	3,273.00	3,882.20	3,291.89	3,500.00	3,500.00	3,500.00	3,500.00
ADMINISTRATOR CAR ALLOWANCE							3,000.00	3,000.00	3,000.00
STAFF MILEAGE							500.00	500.00	500.00
101.41400.43410	EMPLOYMENT ADVERTISING	0.00	55.00	0.00	538.17	0.00	0.00	0.00	0.00
101.41400.43500	PRINTING & PUBLISHING	53.75	300.39	390.89	0.00	300.00	400.00	400.00	400.00
101.41400.43550	COUNTY FEES FOR SERVICE	1,435.01	1,536.08	1,786.83	1,773.48	1,550.00	1,550.00	1,550.00	1,550.00
ANOKA COUNTY (SPECIAL ASSESSMENT/TNT)							1,500.00	1,500.00	1,500.00
RAMSEY COUNTY (SPECIAL ASSESSMENT/TNT)							50.00	50.00	50.00

BUDGET REPORT FOR CITY OF SPRING LAKE PARK

Calculations As of 12/31/2024

GL Number	Description	2021 Activity	2022 Activity	2023 Activity	2024 Activity	2024 Amended Budget	2025 DEPARTMENT REQUEST	2025 CITY ADMINISTRATOR	2025 COUNCIL PRELIMINARY
Fund: 101 GENERAL FUND									
Account Category: Appropriations									
101.41400.44000	CONTRACTUAL SERVICE	0.00	0.00	0.00	2,200.00	0.00	0.00	0.00	0.00
101.41400.44050	MAINTENANCE AGREEMENTS	11,044.64	5,650.16	6,031.87	12,230.87	13,790.00	13,790.00	13,790.00	13,790.00
	COPY MACHINE						3,100.00	3,100.00	3,100.00
	BS&A SUPPORT						7,590.00	7,590.00	7,590.00
	LASERFICHE						2,600.00	2,600.00	2,600.00
	COPY OVERAGE						500.00	500.00	500.00
101.41400.44300	CONFERENCE & SCHOOLS	2,272.42	3,675.50	5,208.99	7,667.04	6,335.00	6,415.00	6,415.00	6,415.00
	MCMA ANNUAL CONFERENCE						800.00	800.00	800.00
	MCFOA ANNUAL CONFERENCE						800.00	800.00	800.00
	ICMA TRAINING						1,600.00	1,600.00	1,600.00
	LMC ANNUAL CONFERENCE						865.00	865.00	865.00
	MCFOA ADVANCED INSTITUTE						700.00	700.00	700.00
	MUNICIPALS						250.00	250.00	250.00
	LMC LOSS CONTROL WORKSHOP						100.00	100.00	100.00
	MN GFOA CONFERENCE						800.00	800.00	800.00
	MISCELLANEOUS						500.00	500.00	500.00
101.41400.44330	DUES & SUBSCRIPTIONS	1,708.58	1,590.48	1,363.75	1,175.55	1,505.00	1,520.00	1,520.00	1,520.00
	ICMA						800.00	800.00	800.00
	MCFOA						100.00	100.00	100.00
	MN GFOA						75.00	75.00	75.00
	MCMA						180.00	180.00	180.00
	NOTARY RENEWAL						140.00	140.00	140.00
	IPMA-HR						100.00	100.00	100.00
	SAM'S CLUB						50.00	50.00	50.00
	MUNICIPALS						25.00	25.00	25.00
	ZIP-4 DIRECTORY						50.00	50.00	50.00
101.41400.44380	BANK CHARGES	1,658.72	1,942.04	1,745.59	1,698.40	2,000.00	2,000.00	2,000.00	2,000.00
101.41400.44390	MISCELLANEOUS	(476.98)	(538.68)	(1,035.01)	(2,419.85)	0.00	0.00	0.00	0.00
101.41400.44500	CONTRACTUAL SERVICES	5,247.95	4,650.26	7,577.83	5,211.33	5,966.00	6,045.00	6,045.00	6,045.00
	SHRED-IT SHREDDING SERVICE						800.00	800.00	800.00
	CONTINUING DISCLOSURE - NORTHLAND SEC.						645.00	645.00	645.00
	MUNICODE SELF-PUBLICATION LICENSE						2,200.00	2,200.00	2,200.00
	STRATEGIC INSIGHTS (PLAN-IT CIP SOFTWARE)						800.00	800.00	800.00
	PRE-EMPLOYMENT DRUG TESTING						100.00	100.00	100.00
	CONTINGENCY						1,500.00	1,500.00	1,500.00
101.41400.44502	RECREATION REFUNDS	0.00	0.00	0.00	150.00	0.00	0.00	0.00	0.00
101.41500.44000	CONTRACTUAL SERVICE	37,615.00	37,785.00	37,674.34	28,276.89	39,140.00	39,428.00	39,428.00	39,428.00
101.41540.43010	AUDIT & ACCTG SERVICES	11,425.00	11,950.00	12,425.00	13,925.00	13,400.00	14,936.00	14,936.00	14,936.00
	2024 AUDIT EXPENSE						13,936.00	13,936.00	13,936.00
	ACCOUNTING SUPPORT SERVICE						1,000.00	1,000.00	1,000.00
101.41600.44000	CONTRACTUAL SERVICE	65,225.63	57,052.44	67,085.75	81,292.08	70,453.00	83,012.00	83,012.00	83,012.00
	IT SERVICE CONTRACT						30,120.00	30,120.00	30,120.00
	INTERNET						6,600.00	6,600.00	6,600.00
	CONSTANT CONTACT						780.00	780.00	780.00
	DOMAIN HOSTING/SSL						1,000.00	1,000.00	1,000.00
	MICROSOFT 365 SUBSCRIPTION						13,824.00	13,824.00	13,824.00
	ADOBE ACROBAT SUBSCRIPTION						1,000.00	1,000.00	1,000.00
	ZIX EMAIL ENCRYPTION						2,175.00	2,175.00	2,175.00
	OFF-SITE BACKUP (CITY)						600.00	600.00	600.00
	DATTO OFF-SITE BACKUP (PD)						8,640.00	8,640.00	8,640.00

BUDGET REPORT FOR CITY OF SPRING LAKE PARK

Calculations As of 12/31/2024

GL Number	Description	2021 Activity	2022 Activity	2023 Activity	2024 Activity	2024 Amended Budget	2025 DEPARTMENT REQUEST	2025 CITY ADMINISTRATOR	2025 COUNCIL PRELIMINARY
Fund: 101 GENERAL FUND									
Account Category: Appropriations									
AGENDA MANAGEMENT SYSTEM							3,800.00	3,800.00	3,800.00
CIVIC PLUS WEBSITE							2,573.00	2,573.00	2,573.00
ANOKA COUNTY CONNECT							900.00	900.00	900.00
UKG ELECTRONIC TIMECARD							10,000.00	10,000.00	10,000.00
MISCELLANEOUS							1,000.00	1,000.00	1,000.00
101.41610.43040	LEGAL FEES	103,123.34	103,305.97	113,416.57	106,745.71	122,500.00	120,000.00	120,000.00	122,500.00
CRIMINAL PROSECUTION							81,000.00	81,000.00	83,250.00
CIVIL SERVICES							39,000.00	39,000.00	39,250.00
101.41710.43030	ENGINEERING FEES	2,716.50	2,980.64	2,122.50	1,679.61	6,500.00	6,500.00	6,500.00	6,500.00
101.41720.42100	OPERATING SUPPLIES	0.00	10.89	0.00	0.00	100.00	100.00	100.00	100.00
101.41720.42220	POSTAGE	40.28	0.00	0.00	0.00	100.00	100.00	100.00	100.00
101.41720.43500	PRINTING & PUBLISHING	37.63	37.63	0.00	48.37	300.00	300.00	300.00	300.00
101.41720.44000	CONTRACTUAL SERVICE	3,511.75	1,516.31	1,536.38	1,552.45	2,000.00	2,000.00	2,000.00	2,000.00
101.41940.41010	FULL TIME EMPLOYEES	16,933.64	17,252.83	17,556.26	17,940.20	19,443.00	20,245.00	20,245.00	0.00
PUBLIC WORKS MAINTENANCE EMPLOYEE - 25% CERTIFICATION PAY							19,725.00	19,725.00	0.00
101.41940.41013 OVERTIME							520.00	520.00	0.00
101.41940.41013	OVERTIME	442.39	689.57	950.65	530.89	0.00	700.00	700.00	0.00
101.41940.41020	ON CALL SALARIES	421.51	436.42	255.34	368.38	500.00	500.00	500.00	0.00
101.41940.41050	VACATION BUY BACK	319.64	329.38	337.62	0.00	400.00	400.00	400.00	0.00
101.41940.41210	PERA CONTRIBUTIONS-EMPLOYER	1,305.13	1,382.07	1,407.25	1,438.21	1,459.00	1,480.00	1,480.00	0.00
COORDINATED (7.5%)							1,480.00	1,480.00	0.00
101.41940.41220	FICA/MC CONTRIBUTIONS-EMPLOYE	1,328.81	1,408.97	1,436.39	1,434.28	1,557.00	1,672.00	1,672.00	0.00
101.41940.41300	HEALTH INSURANCE	2,101.86	2,172.34	2,283.38	2,378.74	3,140.00	3,310.00	3,310.00	0.00
101.41940.41313	LIFE INSURANCE	12.48	12.48	12.60	12.55	13.00	13.00	13.00	0.00
101.41940.41510	WORKERS COMPENSATION	113.13	0.00	1,191.47	1,292.94	1,128.00	1,400.00	1,400.00	0.00
101.41940.42000	OFFICE SUPPLIES	0.00	0.00	0.00	129.53	0.00	0.00	0.00	0.00
101.41940.42100	OPERATING SUPPLIES	10,613.17	14,295.53	16,259.84	15,359.62	11,000.00	12,000.00	12,000.00	12,000.00
101.41940.42200	REPAIR & MAINTENANCE	10,662.77	20,046.89	16,319.33	7,361.02	12,000.00	12,000.00	12,000.00	12,000.00
101.41940.42280	UNIFORM ALLOWANCE	143.74	156.24	168.74	187.50	288.00	360.00	360.00	150.00
UNIFORM ALLOWANCE (PER CONTRACT)							210.00	210.00	0.00
T-SHIRTS							150.00	150.00	150.00
101.41940.43210	TELEPHONE	7,101.38	9,840.31	8,819.94	10,167.49	9,300.00	9,300.00	9,300.00	9,300.00
101.41940.43810	ELECTRIC UTILITIES	25,251.85	31,431.28	33,361.94	27,240.21	24,000.00	30,000.00	30,000.00	30,000.00
BULLETIN BOARD									
CITY HALL									
PUBLIC WORKS BUILDING									
101.41940.43830	GAS UTILITIES	14,445.94	26,546.94	21,160.89	12,167.47	24,000.00	20,000.00	20,000.00	20,000.00
CITY HALL									
PUBLIC WORKS BUILDING									
101.41940.43841	RUBBISH REMOVAL	4,449.24	4,855.78	5,528.15	7,820.56	4,800.00	4,850.00	4,850.00	4,850.00
RUBBISH REMOVAL							4,000.00	4,000.00	4,000.00
ANOKA COUNTY SOLID WASTE MANAGEMENT FEE							850.00	850.00	850.00
101.41940.44000	CONTRACTUAL SERVICE	18,873.88	5,054.80	5,619.37	23,233.58	5,000.00	5,125.00	5,125.00	45,492.00
PEST CONTROL							550.00	550.00	550.00
SAFETY CONSULTANT							750.00	750.00	750.00
SECURITY CAMERA MAINTENANCE							3,825.00	3,825.00	3,825.00
CITY HALL CUSTODIAL SERVICES							0.00	0.00	40,367.00
101.41940.45000	CAPITAL OUTLAY	0.00	0.00	778.74	23,073.98	0.00	0.00	0.00	0.00
101.41940.47000	PERMANENT TRANSFERS OUT	11,688.00	12,667.00	11,748.00	0.00	14,754.00	15,420.00	15,420.00	15,420.00
101.42100.41010	FULL TIME EMPLOYEES	1,181,556.79	1,134,803.52	1,154,525.03	1,135,921.52	1,226,642.00	1,365,983.00	1,365,983.00	1,365,983.00

BUDGET REPORT FOR CITY OF SPRING LAKE PARK

Calculations As of 12/31/2024

GL Number	Description	2021 Activity	2022 Activity	2023 Activity	2024 Activity	2024 Amended Budget	2025 DEPARTMENT REQUEST	2025 CITY ADMINISTRATOR	2025 COUNCIL PRELIMINARY
Fund: 101 GENERAL FUND									
Account Category: Appropriations									
SWORN OFFICERS							1,225,410.00	1,225,410.00	1,225,410.00
RECORDS MANAGEMENT TECHNICIANS							139,133.00	139,133.00	139,133.00
TERMINAL AGENCY COORDINATOR							1,440.00	1,440.00	1,440.00
101.42100.41013	OVERTIME	100,505.83	98,742.34	53,269.22	82,868.94	100,000.00	95,000.00	95,000.00	95,000.00
OFFICERS							85,000.00	85,000.00	85,000.00
RECORDS MANAGEMENT TECHNICIANS							5,000.00	5,000.00	5,000.00
SPECIAL ASSIGNMENTS							5,000.00	5,000.00	5,000.00
101.42100.41050	VACATION BUY BACK	5,509.13	5,912.57	4,953.86	6,931.63	8,000.00	8,000.00	8,000.00	8,000.00
101.42100.41210	PERA CONTRIBUTIONS-EMPLOYER	199,707.42	199,485.76	200,030.54	206,701.13	220,488.00	243,743.00	243,743.00	243,743.00
COORDINATED (7.5%)							10,918.00	10,918.00	10,918.00
POLICE & FIRE PLAN (17.70%)							232,825.00	232,825.00	232,825.00
101.42100.41220	FICA/MC CONTRIBUTIONS-EMPLOYE	28,124.67	27,784.35	24,068.82	24,737.10	28,560.00	30,189.00	30,189.00	30,189.00
101.42100.41300	HEALTH INSURANCE	184,560.79	171,772.29	162,950.70	171,562.28	225,866.00	224,048.00	224,048.00	224,048.00
101.42100.41313	LIFE INSURANCE	721.66	698.33	681.56	633.15	732.00	722.00	722.00	722.00
101.42100.41510	WORKERS COMPENSATION	57,483.40	61,189.13	89,168.38	109,834.23	96,031.00	108,802.00	108,802.00	106,900.00
PREMIUM DEDUCTIBLE							105,802.00	105,802.00	102,900.00
101.42100.42000	OFFICE SUPPLIES	2,331.98	2,630.25	2,570.73	2,287.45	3,600.00	3,600.00	3,600.00	3,600.00
TICKET WRITING PAPER									
INK CARTRIDGES									
PRINTED PAPER									
MISC OFFICE SUPPLIES									
101.42100.42030	PRINTED FORMS	1,266.96	1,562.05	1,875.05	410.33	2,200.00	2,200.00	2,200.00	2,200.00
STATE MANDATED FORMS									
BUSINESS CARDS AND LETTERHEAD									
101.42100.42040	RANGE EQUIP & SUPPLIES	9,212.93	8,665.15	9,428.93	4,038.99	9,400.00	9,500.00	9,500.00	9,500.00
RANGE RENTAL							500.00	500.00	500.00
AMMUNITION							5,000.00	5,000.00	5,000.00
TARGETS							300.00	300.00	300.00
RANGE FILTER							700.00	700.00	700.00
CLEANING SUPPLIES							300.00	300.00	300.00
RANGE CLEANING							1,900.00	1,900.00	1,900.00
RANGE SERVICE CALLS							800.00	800.00	800.00
101.42100.42100	OPERATING SUPPLIES	3,259.46	6,273.35	6,512.25	3,159.29	6,330.00	6,600.00	6,600.00	6,600.00
FIRST AID SUPPLIES							200.00	200.00	200.00
CITY LICENSING CHECKS							200.00	200.00	200.00
VEHICLE REGISTRATION							200.00	200.00	200.00
VEHICLE TITLE TRANSFER							60.00	60.00	60.00
DMT-G MOUTHPIECES							350.00	350.00	350.00
AED PADS							1,700.00	1,700.00	1,700.00
BIOHAZARD CLEAN UP KITS							250.00	250.00	250.00
EYEGASSES							600.00	600.00	600.00
ANNUAL FIRE EXT INSPECTIONS							450.00	450.00	450.00
NARCAN							1,050.00	1,050.00	1,050.00
CRIME PREVENTION							1,000.00	1,000.00	1,000.00
MISC ITEMS							540.00	540.00	540.00
101.42100.42120	MOTOR FUELS & LUBRICANTS	19,573.15	25,038.17	20,593.03	20,639.55	27,500.00	27,500.00	27,500.00	27,500.00
101.42100.42210	EQUIPMENT PARTS	0.00	0.00	0.00	10.21	0.00	0.00	0.00	0.00
101.42100.42220	POSTAGE	267.03	358.85	259.02	249.76	1,500.00	1,500.00	1,500.00	1,500.00
101.42100.43050	MEDICAL EXPENSE	10,263.00	5,531.00	(246.00)	3,574.00	3,000.00	3,000.00	3,000.00	3,000.00

BUDGET REPORT FOR CITY OF SPRING LAKE PARK

Calculations As Of 12/31/2024

GL Number	Description	2021 Activity	2022 Activity	2023 Activity	2024 Activity	2024 Amended Budget	2025 DEPARTMENT REQUEST	2025 CITY ADMINISTRATOR	2025 COUNCIL PRELIMINARY
Fund: 101 GENERAL FUND									
Account Category: Appropriations									
NEW HIRES							3,000.00	3,000.00	3,000.00
101.42100.43210	TELEPHONE	2,671.23	3,760.27	3,454.79	3,291.10	3,425.00	3,500.00	3,500.00	3,500.00
101.42100.43211	DATA SERVICES	28,308.31	36,562.36	38,373.50	37,358.28	39,105.00	39,110.00	39,110.00	39,110.00
MOBILE DATA QUARTERLY FEES							1,800.00	1,800.00	1,800.00
MONTHLY MOBILE ACCESS							3,216.00	3,216.00	3,216.00
CJDN FEES							1,560.00	1,560.00	1,560.00
NET MOTION MOBILITY (METRO INET)							2,500.00	2,500.00	2,500.00
AXON OFFICER CORE							22,264.00	22,264.00	22,264.00
AXON FLEET							7,770.00	7,770.00	7,770.00
101.42100.43300	CLOTHING & PERSONAL EQUIP	11,817.60	14,361.80	9,434.56	9,850.02	14,400.00	14,700.00	14,700.00	14,700.00
1000X12							12,000.00	12,000.00	12,000.00
RECORDS TECHS							700.00	700.00	700.00
NEW OFFICER SETUP							2,000.00	2,000.00	2,000.00
101.42100.43310	TRAVEL EXPENSE	943.26	1,105.19	861.88	471.76	1,200.00	1,200.00	1,200.00	1,200.00
101.42100.43420	ENTERPRISE ADVERTISING	0.00	0.00	0.00	58.00	0.00	0.00	0.00	0.00
101.42100.43421	800 MHZ RADIO	106.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101.42100.44000	CONTRACTUAL SERVICE	24,141.42	34,708.58	45,228.28	46,978.79	61,683.00	72,423.00	72,423.00	72,423.00
SHREDDING SERVICES							600.00	600.00	600.00
RADAR CALIBRATION									
PUBLIC DATA SAFETY SYSTEM							19,531.00	19,531.00	19,531.00
MN IT COSWEB							600.00	600.00	600.00
CONFITREK							1,100.00	1,100.00	1,100.00
UKG SCHEDULING SOFTWARE							2,000.00	2,000.00	2,000.00
LANGUAGE LINE							1,500.00	1,500.00	1,500.00
MARIE RIDGEWAY (SLP POWER PROGRAM)							17,500.00	17,500.00	17,500.00
LEXIPOL							8,300.00	8,300.00	8,300.00
EMBEDDED SYSTEMS (SIRENS)							1,200.00	1,200.00	1,200.00
METRO FENCING CONSORTIUM							5,792.00	5,792.00	5,792.00
FRONTLINE							1,300.00	1,300.00	1,300.00
CJIS AUDITOR							8,000.00	8,000.00	8,000.00
MISC							5,000.00	5,000.00	5,000.00
101.42100.44050	MAINTENANCE AGREEMENTS	6,327.41	4,939.24	7,335.37	8,121.81	8,600.00	8,600.00	8,600.00	8,600.00
COORDINATED BUSINESS (COPIER)							2,500.00	2,500.00	2,500.00
LASERFICHE							1,600.00	1,600.00	1,600.00
ALL TRAFFIC SOLUTIONS							4,500.00	4,500.00	4,500.00
101.42100.44060	AUTO EQUIPMENT REPAIR	13,946.91	17,496.00	19,725.57	13,951.42	22,500.00	22,500.00	22,500.00	22,500.00
101.42100.44070	OTHER EQUIPMENT REPAIR	1,968.40	2,474.05	1,735.83	2,128.12	2,500.00	2,500.00	2,500.00	2,500.00
101.42100.44300	CONFERENCE & SCHOOLS	9,928.49	14,646.19	25,374.55	14,003.09	30,500.00	32,500.00	32,500.00	32,500.00
MANDATED TRAINING							18,000.00	18,000.00	18,000.00
IACP CONFERENCE							3,000.00	3,000.00	3,000.00
TRAINING PER CONTRACT							7,000.00	7,000.00	7,000.00
BCA PTT							1,000.00	1,000.00	1,000.00
RECORDS MANAGEMENT TRAINING							1,000.00	1,000.00	1,000.00
MN CHIEFS CONFERENCE							2,500.00	2,500.00	2,500.00
101.42100.44330	DUES & SUBSCRIPTIONS	1,047.68	1,143.12	1,515.00	1,304.94	1,895.00	2,225.00	2,225.00	2,225.00
ANOKA CHIEFS							350.00	350.00	350.00
MN CHIEFS							370.00	370.00	370.00
IACP							400.00	400.00	400.00
POST BOARD LICENSES							450.00	450.00	450.00
MN CRIME PREVENTION							60.00	60.00	60.00

BUDGET REPORT FOR CITY OF SPRING LAKE PARK

Calculations As of 12/31/2024

GL Number	Description	2021 Activity	2022 Activity	2023 Activity	2024 Activity	2024 Amended Budget	2025 DEPARTMENT REQUEST	2025 CITY ADMINISTRATOR	2025 COUNCIL PRELIMINARY
Fund: 101 GENERAL FUND									
Account Category: Appropriations									
ASSN. TRAINING OFFICERS							15.00	15.00	15.00
SAMS CLUB							35.00	35.00	35.00
TRI COUNTY INVESTIGATIONS							90.00	90.00	90.00
MOCIC							250.00	250.00	250.00
PLEAA							105.00	105.00	105.00
IAPE (EVIDENCE ROOM)							65.00	65.00	65.00
MAPET							35.00	35.00	35.00
101.42100.45000	CAPITAL OUTLAY	64,604.13	45,352.07	52,834.98	46,698.71	56,000.00	59,300.00	59,300.00	59,300.00
SQUAD CAR							43,000.00	43,000.00	43,000.00
TEAR DOWN AND REBUILD							15,200.00	15,200.00	15,200.00
GRAPHICS							1,100.00	1,100.00	1,100.00
101.42100.47000	PERMANENT TRANSFERS OUT	19,056.50	24,799.42	25,157.00	0.00	18,000.00	15,000.00	15,000.00	15,000.00
RADIO REPLACEMENT (FUND 243)							12,000.00	12,000.00	12,000.00
EMERGENCY MANGEMENT (FUND 249)							2,000.00	2,000.00	2,000.00
ANIMAL CONTROL (FUND 250)							1,000.00	1,000.00	1,000.00
101.42200.44000	CONTRACTUAL SERVICE	246,252.00	255,120.00	264,144.00	278,580.00	279,344.00	305,493.00	305,493.00	305,493.00
SPRING LAKE PARK SHARE - 8.5%							305,493.00	305,493.00	305,493.00
101.42200.45000	CAPITAL OUTLAY	4,080.00	46,410.00	46,410.00	33,371.00	66,742.00	66,742.00	66,742.00	66,742.00
SPRING LAKE PARK SHARE							66,742.00	66,742.00	66,742.00
101.42200.47000	PERMANENT TRANSFERS OUT	41,377.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101.42300.41010	FULL TIME EMPLOYEES	128,400.59	188,891.73	199,934.55	199,140.35	213,203.00	223,220.00	223,220.00	223,220.00
BUILDING OFFICIAL/CODE ENFORCEMENT DIRECTOR							107,379.00	107,379.00	107,379.00
CODE ENFORCEMENT INSPECTOR							82,168.00	82,168.00	82,168.00
PERMIT TECHNICIAN/RECEPTIONIST (50%)							33,673.00	33,673.00	33,673.00
101.42300.41030	PART TIME EMPLOYEES	18,096.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101.42300.41050	VACATION BUY BACK	141.64	0.00	0.00	0.00	3,300.00	2,500.00	2,500.00	2,500.00
101.42300.41210	PERA CONTRIBUTIONS-EMPLOYER	5,888.93	13,883.12	14,765.67	15,242.58	23,864.00	25,123.00	25,123.00	25,123.00
COORDINATED (7.5%)							10,579.00	10,579.00	10,579.00
POLICE & FIRE (17.70%)							14,544.00	14,544.00	14,544.00
101.42300.41220	FICA/MC CONTRIBUTIONS-EMPLOYEE	8,993.64	8,819.11	9,413.74	9,817.62	11,778.00	11,982.00	11,982.00	11,982.00
101.42300.41300	HEALTH INSURANCE	23,081.87	32,537.91	32,935.56	33,193.41	43,789.00	43,112.00	43,112.00	43,112.00
101.42300.41313	LIFE INSURANCE	97.90	127.92	128.40	124.97	129.00	129.00	129.00	129.00
101.42300.41510	WORKERS COMPENSATION	0.00	0.00	1,364.94	1,855.34	2,519.00	2,440.00	2,440.00	2,579.00
PREMIUM DEDUCTIBLE							1,440.00	1,440.00	1,579.00
							1,000.00	1,000.00	1,000.00
101.42300.42000	OFFICE SUPPLIES	213.01	316.76	99.58	122.44	600.00	600.00	600.00	600.00
101.42300.42100	OPERATING SUPPLIES	570.97	1,633.25	1,250.31	2,823.20	3,500.00	2,700.00	2,700.00	2,700.00
PRINTED FORMS - PERMITS							300.00	300.00	300.00
BUSINESS CARDS							400.00	400.00	400.00
IDENTIFICATION ATTIRE							800.00	800.00	800.00
CODE BOOKS & PUBLICATIONS							800.00	800.00	800.00
COLOR COPPIES							400.00	400.00	400.00
101.42300.42120	MOTOR FUELS & LUBRICANTS	1,397.83	1,651.50	1,378.76	1,372.49	2,500.00	2,500.00	2,500.00	2,500.00
101.42300.42200	REPAIR & MAINTENANCE	107.49	3,585.89	137.96	50.32	2,250.00	2,000.00	2,000.00	2,000.00
101.42300.43210	TELEPHONE	588.07	1,126.61	1,039.44	898.33	1,500.00	2,000.00	2,000.00	2,000.00
101.42300.43310	TRAVEL EXPENSE	0.00	16.38	0.00	14.28	250.00	300.00	300.00	300.00
101.42300.44000	CONTRACTUAL SERVICE	0.00	0.00	0.00	0.00	1,500.00	3,000.00	3,000.00	3,000.00
101.42300.44300	CONFERENCE & SCHOOLS	1,550.00	305.00	1,440.00	830.00	2,600.00	2,700.00	2,700.00	2,700.00
ANNUAL BLDG OFFICIAL CONF							2,200.00	2,200.00	2,200.00
FMAM							200.00	200.00	200.00

BUDGET REPORT FOR CITY OF SPRING LAKE PARK

Calculations As of 12/31/2024

GL Number	Description	2021 Activity	2022 Activity	2023 Activity	2024 Activity	2024 Amended Budget	2025 DEPARTMENT REQUEST	2025 CITY ADMINISTRATOR	2025 COUNCIL PRELIMINARY
Fund: 101 GENERAL FUND									
Account Category: Appropriations									
M.A.H.C.O							100.00	100.00	100.00
M.B.P.T.A							200.00	200.00	200.00
101.42300.44330	DUES & SUBSCRIPTIONS	2,500.00	2,235.00	100.00	5,235.49	5,085.00	5,435.00	5,435.00	5,435.00
ICC MEMBERSHIP							160.00	160.00	160.00
10K LAKES MEMBERSHIP							150.00	150.00	150.00
FIRE MARSHALS ASSN							200.00	200.00	200.00
BS&A ANNUAL SUBSCRIPTION							4,325.00	4,325.00	4,325.00
M.B.P.T.A							150.00	150.00	150.00
BLUE BEAM ANNUAL SUBSCRIPTION							450.00	450.00	450.00
101.43000.41010	FULL TIME EMPLOYEES	139,830.50	161,820.58	166,861.59	160,305.88	175,108.00	183,500.00	183,500.00	183,500.00
PUBLIC WORKS DIRECTOR (33%)							35,809.00	35,809.00	35,809.00
MECHANIC (100%)							85,400.00	85,400.00	85,400.00
PUBLIC WORKS EMPLOYEE (25% * 3)							58,651.00	58,651.00	58,651.00
CERTIFICATION PAY							3,640.00	3,640.00	3,640.00
101.43000.41013	OVERTIME	2,802.33	5,841.36	10,007.07	2,517.88	9,218.00	9,710.00	9,710.00	9,710.00
101.43000.41020	ON CALL SALARIES	1,396.46	4,951.19	3,366.56	2,352.98	4,214.00	4,350.00	4,350.00	4,350.00
101.43000.41050	VACATION BUY BACK	1,654.21	1,575.93	1,952.95	664.42	1,900.00	1,900.00	1,900.00	1,900.00
101.43000.41210	PERA CONTRIBUTIONS-EMPLOYER	11,499.36	12,865.43	13,369.82	12,639.04	14,141.00	14,971.00	14,971.00	14,971.00
COORDINATED (7.5%)							14,971.00	14,971.00	14,971.00
101.43000.41220	FICA/MC CONTRIBUTIONS-EMPLOYEE	11,547.19	12,655.35	12,942.09	11,988.12	14,570.00	15,270.00	15,270.00	15,270.00
101.43000.41300	HEALTH INSURANCE	24,816.40	27,557.23	29,947.88	30,071.97	25,611.00	26,990.00	26,990.00	26,990.00
101.43000.41313	LIFE INSURANCE	106.32	112.43	107.63	99.53	105.00	105.00	105.00	105.00
101.43000.41510	WORKERS COMPENSATION	8,288.27	7,519.87	12,494.96	16,244.72	14,797.00	16,425.00	16,425.00	12,500.00
PREMIUM DEDUCTIBLE							15,425.00	15,425.00	9,500.00
101.43000.42100 OPERATING SUPPLIES							1,000.00	1,000.00	3,000.00
101.43000.42120	MOTOR FUELS & LUBRICANTS	203.73	43.42	487.34	1,217.08	0.00	2,000.00	2,000.00	2,000.00
101.43000.42150	SHOP MATERIALS	13,202.78	19,994.41	18,137.06	20,616.60	18,000.00	20,000.00	20,000.00	20,000.00
101.43000.42200	REPAIR & MAINTENANCE	1,277.70	3,118.17	4,205.64	3,881.33	5,000.00	6,000.00	6,000.00	6,000.00
101.43000.42210	EQUIPMENT PARTS	12,828.87	2,619.82	8,715.75	15,663.07	8,500.00	10,000.00	10,000.00	10,000.00
101.43000.42210	EQUIPMENT PARTS	8,026.19	12,426.28	21,508.37	14,949.47	10,000.00	11,500.00	11,500.00	11,500.00
101.43000.42221	TIRES	10,797.97	371.40	1,536.22	1,384.28	1,500.00	3,000.00	3,000.00	3,000.00
101.43000.42224	STREET MAINT SUPPLIES	0.00	0.00	0.00	1,216.42	3,000.00	3,000.00	3,000.00	3,000.00
101.43000.42226	SIGNS & STRIPING	5,861.75	10,521.21	5,298.11	9,182.13	9,000.00	11,000.00	11,000.00	11,000.00
101.43000.42280	UNIFORM ALLOWANCE	1,196.00	1,581.25	1,417.49	1,343.76	1,723.00	2,175.00	2,175.00	2,175.00
UNIFORM ALLOWANCE - PER CONTRACT							1,675.00	1,675.00	1,675.00
MISCELLANEOUS							500.00	500.00	500.00
101.43000.43210	TELEPHONE	189.67	227.93	289.92	228.00	370.00	370.00	370.00	370.00
101.43000.43310	TRAVEL EXPENSE	0.00	0.00	504.00	0.00	0.00	0.00	0.00	0.00
101.43000.44000	CONTRACTUAL SERVICE	26.40	210.00	176.50	810.00	1,040.00	1,250.00	1,250.00	1,250.00
SAFETY CONSULTANT							750.00	750.00	750.00
RANDOM DRUG TESTING							500.00	500.00	500.00
101.43000.44300	CONFERENCE & SCHOOLS	989.02	1,049.87	2,232.73	390.00	800.00	1,300.00	1,300.00	1,300.00
SAFETY TRAINING							1,000.00	1,000.00	1,000.00
APWA CONFERENCE							300.00	300.00	300.00
101.43000.44330	DUES & SUBSCRIPTIONS	67.18	69.38	12.50	61.00	220.00	245.00	245.00	245.00
AMERICAN PUBLIC WORKS ASSOCIATION							200.00	200.00	200.00
SAMS CLUB							45.00	45.00	45.00
101.43000.45000	CAPITAL OUTLAY	43.57	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101.43000.47000	PERMANENT TRANSFERS OUT	2,000.00	3,000.00	20,000.00	0.00	50,000.00	50,000.00	50,000.00	50,000.00
FORESTRY (FUND 251)							50,000.00	50,000.00	50,000.00

BUDGET REPORT FOR CITY OF SPRING LAKE PARK

Calculations As of 12/31/2024

GL Number	Description	2021 Activity	2022 Activity	2023 Activity	2024 Activity	2024 Amended Budget	2025 DEPARTMENT REQUEST	2025 CITY ADMINISTRATOR	2025 COUNCIL PRELIMINARY
Fund: 101 GENERAL FUND									
Account Category: Appropriations									
101.45100.41010	FULL TIME EMPLOYEES	200,203.72	242,722.90	262,249.04	272,474.95	284,923.00	310,183.00	310,183.00	310,183.00
	RECREATION DIRECTOR						107,379.00	107,379.00	107,379.00
	RECREATION SUPERVISOR (2)						164,324.00	164,324.00	164,324.00
	RECEPTIONIST (PT)						38,480.00	38,480.00	38,480.00
101.45100.41040	TEMPORARY EMPLOYEES	20,535.23	15,640.49	21,150.22	25,439.70	30,645.00	34,476.00	34,476.00	34,476.00
	3 PLAYGROUND LEADERS						26,550.00	26,550.00	26,550.00
	RINK ATTENDANT						2,534.00	2,534.00	2,534.00
	FIELD ATTENDANTS						1,320.00	1,320.00	1,320.00
	SOFTBALL UMPIRE						2,072.00	2,072.00	2,072.00
	ABLE PARK BUIDLING ATTENDANT						2,000.00	2,000.00	2,000.00
101.45100.41050	VACATION BUY BACK	1,617.34	1,744.70	5,103.49	7,002.14	3,000.00	3,000.00	3,000.00	3,000.00
101.45100.41210	PERA CONTRIBUTIONS-EMPLOYER	14,703.43	17,941.29	19,428.15	20,820.13	21,370.00	23,264.00	23,264.00	23,264.00
101.45100.41220	FICA/MC CONTRIBUTIONS-EMPLOYE	15,789.65	18,853.54	21,251.88	23,100.97	24,372.00	26,303.00	26,303.00	26,303.00
101.45100.41300	HEALTH INSURANCE	34,981.84	36,791.62	37,651.90	39,656.83	45,934.00	39,721.00	39,721.00	39,721.00
101.45100.41313	LIFE INSURANCE	150.34	150.25	155.56	150.15	155.00	155.00	155.00	155.00
101.45100.41510	WORKERS COMPENSATION PREMIUM	14.66	0.00	16,580.59	20,869.45	17,903.00	22,757.00	22,757.00	17,468.00
	DEDUCTIBLE						21,757.00	21,757.00	14,468.00
							1,000.00	1,000.00	3,000.00
101.45100.42000	OFFICE SUPPLIES	2,157.00	6,182.14	1,978.11	2,427.44	2,261.00	2,500.00	2,500.00	2,500.00
	SUPPLIES						800.00	800.00	800.00
	ENVELOPE/STATIONARY						400.00	400.00	400.00
	INK CARTRIDGES, TONER,						1,300.00	1,300.00	1,300.00
101.45100.42001	SUPPLIES	0.00	0.00	0.00	150.00	0.00	0.00	0.00	0.00
101.45100.42220	POSTAGE	11,955.56	7,893.23	13,682.10	8,098.97	13,710.00	14,121.00	14,121.00	14,121.00
	REC MAILER 3 TIMES PER YEAR						10,960.00	10,960.00	10,960.00
	MISC MAILINGS						3,161.00	3,161.00	3,161.00
101.45100.42290	RECREATION EQUIP SUPPLIES	2,403.47	1,168.13	3,008.68	2,325.02	3,000.00	3,100.00	3,100.00	3,100.00
	PLAYGROUND SUPPLIES						664.00	664.00	664.00
	YOUTH PROGRAM SUPPLIES						1,036.00	1,036.00	1,036.00
	SENIOR PROGRAM						1,400.00	1,400.00	1,400.00
101.45100.43310	TRAVEL EXPENSE	653.71	707.01	908.89	609.27	1,000.00	1,000.00	1,000.00	1,000.00
101.45100.43410	EMPLOYMENT ADVERTISING	0.00	407.40	25.00	0.00	50.00	50.00	50.00	50.00
101.45100.43500	PRINTING & PUBLISHING	14,646.46	14,910.82	23,286.86	13,934.62	22,700.00	25,206.00	25,206.00	25,206.00
	24 PAGE CATATALOG X 2						12,850.00	12,850.00	12,850.00
	8 PAGE CATALOG X 2						5,756.00	5,756.00	5,756.00
	PAPER						1,857.00	1,857.00	1,857.00
	NEW JOURNEYS QUARTERLY						4,743.00	4,743.00	4,743.00
101.45100.44300	CONFERENCE & SCHOOLS	960.00	828.26	910.00	618.48	1,550.00	1,550.00	1,550.00	1,550.00
	MRPA ANNUAL CONFERENECE OR WORKSHOPS						1,550.00	1,550.00	1,550.00
101.45100.44330	DUES & SUBSCRIPTIONS	404.93	279.93	320.00	407.93	680.00	680.00	680.00	680.00
	MRPA						350.00	350.00	350.00
	SAM'S CLUB						120.00	120.00	120.00
	MASS -SENIOR ORG						35.00	35.00	35.00
	NPRA						175.00	175.00	175.00
101.45100.44502	RECREATION REFUNDS	0.00	0.00	0.00	36.00	0.00	0.00	0.00	0.00
101.45200.41010	FULL TIME EMPLOYEES	163,505.48	165,055.78	177,373.54	161,866.53	180,012.00	185,833.00	185,833.00	185,833.00
	LEAD MAINTENANCE WORKER (100%)						87,732.00	87,732.00	87,732.00
	PUBLIC WORKS MAINTENANCE WORKER (3-25%)						58,652.00	58,652.00	58,652.00
	PUBLIC WORKS DIRECTOR (28%)						35,809.00	35,809.00	35,809.00
	CERTIFICATION PAY						3,640.00	3,640.00	3,640.00

BUDGET REPORT FOR CITY OF SPRING LAKE PARK

Calculations As of 12/31/2024

GL Number	Description	2021 Activity	2022 Activity	2023 Activity	2024 Activity	2024 Amended Budget	2025 DEPARTMENT REQUEST	2025 CITY ADMINISTRATOR	2025 COUNCIL PRELIMINARY
Fund: 101 GENERAL FUND									
Account Category: Appropriations									
101.45200.41013	OVERTIME	1,084.96	3,838.09	2,918.54	574.64	9,218.00	10,130.00	10,130.00	10,130.00
101.45200.41020	ON CALL SALARIES	421.54	533.18	255.31	368.22	4,214.00	4,350.00	4,350.00	4,350.00
101.45200.41040	TEMPORARY EMPLOYEES	30,416.25	27,704.05	47,580.66	58,856.25	35,000.00	35,000.00	35,000.00	35,000.00
101.45200.41050	VACATION BUY BACK	3,072.01	3,056.33	3,470.34	664.40	3,000.00	3,000.00	3,000.00	3,000.00
101.45200.41210	PERA CONTRIBUTIONS-EMPLOYER	12,022.46	12,596.85	13,421.14	12,448.01	14,509.00	15,024.00	15,024.00	15,024.00
COORDINATED (7.5%)							15,024.00	15,024.00	15,024.00
101.45200.41220	FICA/MC CONTRIBUTIONS-EMPLOYE	14,585.87	14,814.39	17,424.79	16,858.11	17,706.00	18,996.00	18,996.00	18,996.00
101.45200.41300	HEALTH INSURANCE	24,595.82	25,442.94	28,319.66	27,675.44	26,096.00	27,436.00	27,436.00	27,436.00
101.45200.41313	LIFE INSURANCE	107.04	104.84	108.43	98.83	105.00	105.00	105.00	105.00
101.45200.41510	WORKERS COMPENSATION	7,858.80	7,519.87	11,789.26	17,079.08	14,730.00	15,713.00	15,713.00	15,083.00
PREMIUM							14,713.00	14,713.00	13,083.00
DEDUCTIBLE							1,000.00	1,000.00	2,000.00
101.45200.42000	OFFICE SUPPLIES	0.00	0.00	0.00	309.45	0.00	0.00	0.00	0.00
101.45200.42100	OPERATING SUPPLIES	246.91	659.47	1,757.03	890.94	1,000.00	1,000.00	1,000.00	1,000.00
PARK BUILDING SUPPLIES							1,000.00	1,000.00	1,000.00
101.45200.42120	MOTOR FUELS & LUBRICANTS	12,328.18	18,893.33	16,996.55	15,995.22	16,500.00	16,500.00	16,500.00	16,500.00
101.45200.42200	REPAIR & MAINTENANCE	16,979.82	30,619.83	31,810.59	6,435.12	25,300.00	25,300.00	25,300.00	25,300.00
PAINT/HARDWARE/ELETRICAL									
IRRIGATION SYSTEM REPAIRS									
AUTO REPAIRS									
PARK REHAB									
MISCELLANEOUS									
101.45200.42205	LAKESIDE PK EXP TO BE REIM	(4,215.00)	0.00	(4,148.97)	2,828.12	0.00	0.00	0.00	0.00
101.45200.42210	EQUIPMENT PARTS	6,172.97	3,174.50	4,396.04	7,101.43	6,000.00	6,000.00	6,000.00	6,000.00
101.45200.42221	TIRES	719.02	705.48	493.18	0.00	1,000.00	1,000.00	1,000.00	1,000.00
101.45200.42225	LANDSCAPING MATERIALS	8,827.01	7,536.59	13,527.04	9,594.52	15,852.00	15,852.00	15,852.00	15,852.00
FERTILIZER & SEED							3,000.00	3,000.00	3,000.00
AG LIME							1,970.00	1,970.00	1,970.00
LINE WHITE FIELD MARKING PAINT							500.00	500.00	500.00
SAFE LINE - FIELD LINING							400.00	400.00	400.00
PLAYGROUND FIBRE							3,982.00	3,982.00	3,982.00
BROADLEAF CONTROL							6,000.00	6,000.00	6,000.00
101.45200.42280	UNIFORM ALLOWANCE	1,196.00	1,268.75	1,417.50	1,343.74	1,922.00	2,175.00	2,175.00	2,175.00
UNIFORM ALLOWANCE (PER CONTRACT)							1,675.00	1,675.00	1,675.00
T-SHIRTS							500.00	500.00	500.00
101.45200.42290	RECREATION EQUIP SUPPLIES	503.84	3,773.60	1,192.66	2,288.92	6,600.00	6,700.00	6,700.00	6,700.00
100.00 INCREASE DUE TO COSTS REMAINING HIGH							6,700.00	6,700.00	6,700.00
101.45200.43210	TELEPHONE	518.77	544.53	562.81	469.79	500.00	550.00	550.00	550.00
101.45200.43310	TRAVEL EXPENSE	0.00	0.00	504.00	0.00	0.00	0.00	0.00	0.00
101.45200.43810	ELECTRIC UTILITIES	4,375.75	5,360.39	5,937.86	4,870.41	5,500.00	5,500.00	5,500.00	5,500.00
ABLE PARK WARMING HOUSE/SKATING LIGHTS									
TERRACE PARK TENNIS/BALLFIELD LIGHTS									
TRIANGLE PARK WATER FOUNTAIN									
MORGAN HOUSE									
101.45200.43830	GAS UTILITIES	3,102.97	6,694.17	4,397.44	2,469.48	5,000.00	5,000.00	5,000.00	5,000.00
ABLE PARK BUILDING									
TERRACE PARK BUILDING									
SANBURNOL BUILDING									
MORGAN HOUSE									
101.45200.43841	RUBBISH REMOVAL	263.90	263.90	263.90	63.90	1,000.00	500.00	500.00	500.00

BUDGET REPORT FOR CITY OF SPRING LAKE PARK

Calculations As of 12/31/2024

GL Number	Description	2021 Activity	2022 Activity	2023 Activity	2024 Activity	2024 Amended Budget	2025 DEPARTMENT REQUEST	2025 CITY ADMINISTRATOR	2025 COUNCIL PRELIMINARY
Fund: 101 GENERAL FUND									
Account Category: Appropriations									
	RUBBISH REMOVAL						400.00	400.00	400.00
	ANOKA COUNTY SOLID WASTE MANAGEMENT CHARGE						100.00	100.00	100.00
101.45200.44190	SATELLITE RENTAL	1,850.00	1,905.29	1,799.53	2,422.56	1,998.00	2,220.00	2,220.00	2,220.00
	INCREASE IN MONTHS OF USE						2,220.00	2,220.00	2,220.00
101.45200.44300	CONFERENCE & SCHOOLS	(610.00)	0.00	630.00	790.00	2,500.00	2,500.00	2,500.00	2,500.00
101.45200.44330	DUES & SUBSCRIPTIONS	67.19	69.37	12.50	0.00	88.00	88.00	88.00	88.00
101.45200.44500	CONTRACTUAL SERVICES	721.40	740.00	881.73	1,245.96	1,780.00	2,000.00	2,000.00	2,000.00
	SAFETY CONSULTANT								
	RANDOM DRUG TESTING								
	ABLE PARK BUILDING ALARM INSPECTION								
101.45200.44901	LAKESIDE PARK EXPENSE	6,224.00	11,500.00	13,211.50	12,500.00	12,500.00	13,000.00	13,000.00	13,000.00
	SALARIES						2,750.00	2,750.00	2,750.00
	FICA/MEDICARE						210.00	210.00	210.00
	WORKERS COMP						100.00	100.00	100.00
	OPERATING SUPPLIES						1,250.00	1,250.00	1,250.00
	ELECTRICITY						900.00	900.00	900.00
	WATER/SEWER						2,650.00	2,650.00	2,650.00
	MAINTENANCE EQUIPM RENTS						2,715.00	2,715.00	2,715.00
	INSURANCE						1,500.00	1,500.00	1,500.00
	EQUIPMENT REPAIRS						650.00	650.00	650.00
	PORTABLE RESTROOMS						275.00	275.00	275.00
101.49000.41300	HEALTH INSURANCE	680.88	435.68	492.87	453.69	800.00	800.00	800.00	800.00
101.49000.41313	LIFE INSURANCE	30.08	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101.49000.43600	INSURANCE	55,416.37	51,740.78	56,687.78	68,286.76	60,000.00	66,300.00	66,300.00	66,300.00
	LIABILITY						32,500.00	32,500.00	32,500.00
	PROPERTY						16,800.00	16,800.00	16,800.00
	AUTO						12,000.00	12,000.00	12,000.00
	EXCESS LIABILITY (\$2 MILLION)						5,000.00	5,000.00	5,000.00
101.49000.44000	CONTRACTUAL SERVICE	19,989.66	0.00	5,927.00	0.00	10,000.00	10,000.00	10,000.00	10,000.00
101.49000.44389	CONTINGENCY FUND	0.00	203.28	1,000.00	1,000.00	10,000.00	10,000.00	10,000.00	10,000.00
101.49000.44390	MISCELLANEOUS	835.56	1,842.07	1,210.64	2,014.63	10,000.00	10,000.00	10,000.00	10,000.00
101.49000.44420	SURCHARGES-PLBG	0.00	253.80	102.10	53.50	200.00	200.00	200.00	200.00
101.49000.44430	SURCHARGES-HTG	0.00	577.44	141.82	85.90	400.00	400.00	400.00	400.00
101.49000.44440	SURCHARGES-BLDG	0.00	6,229.94	2,750.85	730.30	5,000.00	5,000.00	5,000.00	5,000.00
101.49000.47000	PERMANENT TRANSFERS OUT	402,000.00	327,000.00	649,040.00	25,000.00	127,500.00	90,000.00	90,000.00	90,000.00
	ELECTION FUND TRANSFER - FUND 102						15,000.00	15,000.00	15,000.00
	SEVERANCE LIABILITY - FUND 700						25,000.00	25,000.00	25,000.00
	FIRE STATION #3 DEBT SERVICE - FUND 384						50,000.00	50,000.00	50,000.00
	Appropriations	4,636,257.48	4,768,597.89	5,349,042.25	4,695,494.90	5,367,013.00	5,668,758.00	5,668,758.00	5,668,758.00
Fund 101 - GENERAL FUND:									
	TOTAL ESTIMATED REVENUES	4,697,534.70	4,936,064.87	5,612,836.25	5,173,239.98	5,373,893.00	5,668,758.00	5,668,758.00	5,668,758.00
	TOTAL APPROPRIATIONS	4,636,257.48	4,768,597.89	5,349,042.25	4,695,494.90	5,367,013.00	5,668,758.00	5,668,758.00	5,668,758.00
	NET OF REVENUES & APPROPRIATIONS:	61,277.22	167,466.98	263,794.00	477,745.08	6,880.00	0.00	0.00	0.00
		1.30%	3.39%	4.70%	9.23%	0.13%	0.00%	0.00%	0.00%



Memorandum

To: Mayor Nelson and Members of the City Council

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

Date: December 11, 2024

Subject: Approval of custodial managed services agreement

Staff recommends approval of the attached custodial managed services agreement with Tegrete Corporation. This proposal is part of a strategic approach to address the Public Works Department's request for additional field staffing.

Rather than hiring a new Public Works employee, staff proposes reallocating the current employee responsible for cleaning City Hall to field operations, where their skills can be utilized to meet the department's growing needs. To ensure City Hall remains well-maintained, this agreement provides for professional custodial services at a monthly rate of \$3,100, with a comprehensive scope of work outlined in the contract.

This approach is cost-effective, as it avoids the long-term financial commitment of hiring an additional full-time employee while meeting operational needs both in the field and within City Hall.

I recommend the City Council approve the custodial services agreement with Tegrete Corporation, effective January 6, 2025.

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



Managed Services Agreement

This Managed Services Agreement (this “Agreement”), is entered into by and between Tegrete Corporation (“Tegrete”) and City of Spring Lake Park (“Company”). Facility related services, including sourcing and supplier management (collectively the “Services”) will be managed by Tegrete, in accordance with the terms of this Agreement, together with all subsequent Addenda.

Services Managed:

Tegrete shall manage the Services at the facilities (collectively the “Facilities”) described in subsequent Addenda or as requested via Work Order. All specifications for the Services shall be set forth in the Addenda or in the Work Order. Additional Addenda may be added to the Managed Services Agreement to reflect additional services managed by Tegrete. All Addenda shall be governed by the terms and conditions of this Agreement, including, but not limited to the Agreement Terms as outlined in section 5, and the “Effective Date” as assigned by the final signature.

1. Service Providers:

Tegrete will contract with third party service providers (individually, a “Service Provider” and collectively, the “Service Providers”) in order to provide the Services in accordance with the terms of this Agreement and the Addenda.

- a. Tegrete agrees to have all Service Providers furnish all labor and materials necessary to perform the Services. Tegrete and the Service Providers may also maintain an inventory log of miscellaneous supplies that are reasonably required in connection with the delivery and completion of the Services, such as consumables, light bulbs, and materials for projects that are within the scope of the Services, and Company will reimburse Tegrete for its reasonable, documented, out-of-pocket, third party expenses incurred in acquiring such supplies. Tegrete (and any Service Provider) shall contact Company and receive prior written approval before purchasing any supplies in connection with the Services in excess of \$500.
- b. Tegrete will ensure Company representatives have all Service Provider compliance documentation (i.e. MSDS, permit, etc.) and all documentation will be placed in proper accessible locations in each Facility.
- c. Tegrete will obtain proof of clearance from a national background check on each Service Provider employee engaged in providing services under this Agreement prior to the commencement of such services.
 - i. Exclusions: will occur whereas a Company staff member requests an “Emergency Response” requiring less than 24 hours’ notice or for exterior ONLY services.
- d. All Tegrete employees and Service Providers will be required to sign Tegrete’s Client Confidentiality Agreement for the purposes of having access to Company’s Facilities. Any breach by an employee or Service Provider may result in the termination of all or part of their employment or Service Provider Agreement, and Tegrete shall indemnify and hold harmless Company from any and all losses incurred as a result of such breach.



2. Site Access:

Company agrees to allow an authorized Tegrēte employee to walk all Service Providers through Company Facility on behalf of Company for reasons of site audits, inspections or corrective actions. Company agrees to have a Tegrēte employee perform group tours with Service Providers on behalf of Company for the purpose of performing RFP's for cleaning services, HVAC, maintenance services or miscellaneous project work requested by Company for the purpose of switching Service Providers, adding services, changing services or market analysis.

3. Policies and Procedures:

Tegrēte will instruct its employees and Service Providers to follow policies pertaining to the following:

- a. **Equal Opportunity:** In compliance with all applicable federal, state, and local laws, ordinances, rules, and regulations relating to equal opportunity and nondiscrimination, Tegrēte and all services providers agree, that they will not discriminate against or treat unfairly an applicant or employee because of personal characteristics that are protected under the law. Protected characteristics include: race, color, national origin, religion, creed, sex, marital status, familial status, sexual orientation, age, disability, status with regard to public assistance, and membership or activity in a local human rights organization.
- b. **Indemnification:** Tegrēte agrees to be responsible for and to protect, hold harmless and indemnify Company and its employees from and against all loss, damage, cost and expense (including attorney's fees) suffered or sustained by Company or for which Company may be held or become liable by reason of injury (including death) to persons or property or other causes whatsoever, in connection with the operations of any Service Provider under this Agreement. Nothing herein, however, is intended to nor shall it relieve Company from liability for its own acts, omissions or negligence.
- c. **Employee List:** Tegrēte will provide Company with an Employee List that may include the names (last, first, and middle) and dates of birth for any person providing service there upon request and to the extent permissible by law. This list will also indicate that the persons providing service are legally allowed to work within the United States.

4. Hold Harmless:

Tegrēte agrees to indemnify and hold Company, its officers, directors, shareholders and employees harmless from any claims resulting from Tegrēte's failure to comply with this Agreement, and from Tegrēte's unlawful disclosure or use of data protected under state and federal laws.



5. **Agreement Terms:**

- a. **TERM:** The term of this Agreement shall be for a period of 12 months from the Effective Date and thereafter will automatically renew on anniversary date under the same terms and conditions for successive 12 month periods; provided, however, that Tegrēte may suspend Service Provider's services, upon fifteen (15) days written notice, in the event that Company fails to make any payments required by this Agreement without cancelling this Agreement or invalidating Company's obligations. However, Company shall have fifteen (15) days to cure any payment default. Either party shall give written notice of termination at least sixty (60) days in advance of the anniversary date not to renew. In the event of a material breach by Tegrēte, Company shall provide written notice of such breach to Tegrēte, and Company may terminate the Agreement if such breach is not cured within thirty (30) days of Tegrēte's receipt of written notice. Company may not terminate this Agreement without cause.
- b. **SCOPE OF WORK:** Tegrēte agrees to manage the Services as requested by a Work Order or as outlined in the Addenda and signed by Company. Upon request of Company, Tegrēte may manage other services listed on additional Addenda under the same terms and conditions.
- c. **PROCUREMENT AND SOURCING:** All procurement and sourcing will be completed internally by Tegrēte's staff for the purpose of obtaining Services for the Facilities. Company agrees that Tegrēte will complete all sourcing using Tegrēte's internal and external network of Service Providers to obtain fair market value pricing on behalf of Company.

Once Tegrēte has completed a request for proposal (RFP) project, Tegrēte will present designated Company representative with analysis of collected quotes including overhead in a comparison format. Company and Tegrēte will jointly decide on the winning bidder.

- d. Tegrēte will be responsible for handling all transitions and legal documentation from Service Provider by obtaining all proper documentation and signed agreements.
- e. **PRICING:** Contract pricing for the Services outlined in the Addendum(s) will be the agreed upon pricing by Tegrēte and Company. Pricing will be submitted via bid submittal report to Company and approved by an authorized signature after all Service Provider proposals have been submitted and reviewed by both parties.

Pricing for Work Orders will be obtained through an estimate or quote and will be agreed upon in writing by Tegrēte and Company prior to commencing work.

In consideration of the faithful performance by Tegrēte's Service Providers, Company agrees to pay to Tegrēte the agreed upon pricing plus applicable local state taxes once all proposals have been received, reviewed and approved by both parties. The pricing agreed upon by both parties may change due to a change in Service Providers or Services rendered under the Addendum for that Service, or Service Provider pricing increases or decreases. The amount to be paid by Company will be due upon completion of Services for miscellaneous or Work Order service requests (e.g. handyman and maintenance, plumbing and electrical). All scheduled services (e.g. HVAC preventive maintenance, janitorial, lawn care, snow removal) are net 30, via ACH. All invoices over thirty (30) days past due will automatically accrue a five percent (5%) finance charge on remaining balances. If Service Provider elects to terminate Services due to delinquent payment by Company, Tegrēte may alter pricing or Services. Tegrēte will attempt to replace the Service Provider for an additional cost of two hundred dollars (\$200) per service per location.

IMPORTANT NOTE: Service Providers will not receive payment for Services rendered until Tegrēte receives payment from Company.



f. **Recognized Holidays (As Applicable):**

Include New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day. All credits for Recognized Holidays have been pre-determined in the contract pricing. Recognized Holidays may alter service schedules.

g. **NO SOLICIATION:** It is agreed that Company or its staff may not at any time solicit or render the services of Tegrēte's staff its Service Providers or its Service Providers staff, other than incumbent Company Service Providers, for a period of one hundred and twenty (120) days after termination of this Agreement, unless terminated upon a default by Tegrēte. In addition, during the term of this Agreement, all communication, correspondence and/or additional work orders must be presented to Tegrēte's management staff in place of or in addition to the Service Providers.

h. Company agrees that if Company requests Tegrēte to procure and source Service Providers for any of the Services as outlined in the Addenda and Company decides not to utilize Tegrēte to manage those Services as provided in the RFP bid results, Company will be responsible for fees associated with sourcing the mentioned services at two-hundred dollars (\$200) per location, per service plus any travel expenses associated with this project. However, if Company moves forward by authorizing Tegrēte to manage the approved Service Providers for the term of this Agreement, or the project as outlined in the RFP, all sourcing expenses will be waived.

6. **Insurance:**

- a. Upon execution of this Agreement, and prior to commencing any work or Services with regard to Facility management, Tegrēte will provide proof of auto liability and workers compensation insurance, commercial general liability insurance, \$1,000,000 per occurrence and \$2,000,000 general aggregate. Additionally, Tegrēte carries a commercial liability umbrella policy of \$5,000,000.
- b. It is expressly agreed that Tegrēte is not, and shall not, be an employee, joint venture or partner of Company. Tegrēte is a third-party management company and will not be within the protection of coverage of Company Workers Compensation Insurance and no withholding of social security, federal, or state income tax or other deductions shall be made from the sums agreed to be paid to Tegrēte herein.

7. **Resolution of Disputes:**

The parties agree that prior to commencing legal action to enforce or interpret this Agreement, that they will first attempt in good faith to amicably resolve such dispute within thirty (30) days by negotiations between senior executives of the parties who have authority to settle the matter. If the parties are unable to resolve the dispute and legal action is required, such action shall be held in Minneapolis, Minnesota. The parties further agree that this Agreement shall be governed by the laws of the State of Minnesota, regardless of conflict of law principles. The prevailing party in any legal proceedings shall receive its reasonable attorney's fees and legal costs in addition to any other relief that may be granted by the Court.

8. **Miscellaneous:**



- a. Except as expressly provided to the contrary in this Agreement, every notice or other communication to be given by either party to the other with respect hereto shall be in writing and shall not be effective for any purpose unless the same is given in accordance with this Section. By notice to the other sent in accordance with this Section, either party may change its notice address. Each notice must be in writing and will be validly given if either: (i) the notice is personally delivered; or (ii) the notice is delivered by private carrier (e.g., Federal Express); or (iii) the notice is sent via email and receipt is acknowledged in writing. If the party to receive notice refuses to acknowledge its receipt in writing, then notice may be validly given by mailing the notice first-class, certified or registered mail, postage prepaid, return receipt requested, and the notice will be deemed received by the party two (2) business days after the notice’s deposit in the U.S. Mail. All notices shall be sent to the following addresses:

If to Tegrete:

Teresa M Carlson, CEO

4111 MacKenzie Court NE #100

St Michael, MN 55376

If to Company:

- b. Entire Agreement. This Agreement is deemed integrated and contains all of each party’s representations, waivers and obligations. The parties may only modify or amend this Agreement in a writing that is fully executed and delivered by both parties.
- c. Successors. Unless provided to the contrary elsewhere in this Agreement, this Agreement binds and inures to the benefit of each party’s heirs, successors and permissible assignees.
- d. No Waiver. A party’s waiver of a breach of this Agreement will not be considered a waiver of any other breach. No custom or practice that develops between the parties will prevent either party from requiring strict performance of the terms of this Agreement.
- e. Independent Covenants. The covenants of this Agreement are independent. A court’s declaration that any part of this Agreement is invalid, void or illegal will not impair or invalidate the remaining parts of this Agreement, which will remain in full force and effect.
- f. Captions. The use of captions, headings, boldface, italics or underlining is for convenience only, and will not affect the interpretation of this Agreement.
- g. Authority. Individuals signing this Agreement on behalf of either party represent and warrant that they are authorized to bind that party.
- h. Time. Time is of the essence as to all provisions in this Agreement in which time is a factor.

4111 Mackenzie Court NE, Suite 100 | St. Michael, MN 55376 | 763.497.8020 | Fax: 763.497.8564 | www.tegrete.com

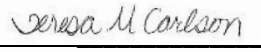


- i. Contract pricing for any services in the Addenda will automatically increase by 2.5% annually on the anniversary dates of each year.

This Agreement shall become effective (the "Effective Date") as of the date of the final signature, with an anticipated service start date of 1/6/2025.

Tegrete Corporation

City of Spring Lake Park

Signature: 

Signature: _____
(Authorized signature only)

Printed Name: Teresa Carlson

Printed Name: Dan Buchholz

Date: 11/25/2024

Date: _____

Janitorial Managed Services Agreement Addendum



This document is in reference to a Managed Services Agreement dated **11/25/2024** between Tegrete Corporation and **City of Spring Lake Park**.

May it be known that the undersigned parties, for good consideration, do hereby agree to make the following additions as outlined below. These additions shall be made valid as if they are included in the original stated contract. The parties agree that wherever there is any conflict between this Addendum and the Managed Services Agreement, the provisions of this Addendum will control and the Managed Services Agreement will be construed accordingly.

Please select a vendor for each service, at each location, by placing an (X) in the shaded column below.

Location	Service Provider	Contract Start Date	Tegrete Recommendation	Indicate SP selection here (X)	Scope of Work	Cleaning Frequency (# days per week)	Days of Week	Monthly Contract Amount
City Hall / Police Dept.	Joy Cleaning	1/6/2025	X	x	SOW J City of SLP	5x	Mon - Fri	\$ 3,100.00

No other terms or conditions of the above mentioned Managed Services Agreement shall be negated or changed as a result of this here stated Addendum.

City of Spring Lake Park agrees to pay the above selected prices, in consideration of the of the Exhibit(s) referred to herein.

City of Spring Lake Park

Signature: _____

Print Name: Dan Buchholtz

Date: _____

Tegrete Corporation

Signature: *Teresa M. Carlson*

Print Name: Teresa Carlson

Date: 11/25/2024



City of Spring Lake Park - JANITORIAL - SCOPE OF WORK

Common Areas, Entries, & Lobby	Daily	Weekly	Monthly
Empty all trash and recycling receptacles and remove trash to collection point. Replace liners and wipe receptacles when needed.	x		
Spot clean entrance glass and glass doors.	x		
Sanitize door handles and light switches.	x		
Sweep and damp mop hard surface floors.	x		
Vacuum all carpeted areas and walk off mats.	x		
Dust all horizontal surfaces within arm's reach.	x		
Clean and polish kick plates.	x		
Clean and/or polish drinking fountains	x		
Brush/wipe lobby furniture.		x	
Detail clean threshold plates.		x	
Edge vacuum all carpeted areas.		x	
Dust or vacuum all ceiling vents and cold air returns within reach			x
Offices/Conference Rooms/Mult-Purpose Room/Council Chambers	3x per Week	Weekly	Monthly
Empty all trash and recycling receptacles and remove trash to collection point. Replace liners and wipe receptacles when needed.	x		
Spot clean partition glass.	x		
Thoroughly vacuum all carpet.	x		
Sweep and damp mop hard surface floors.	x		
Clean conference and training room tables and push in chairs.	x		
Dust all horizontal surfaces including windowsills, pictures, file cabinets, partitions, shelving and other manners of furnishings. Excluding desks & personal workstations.	x		
Dust conference room and training room chair bases.		x	
Sanitize door handles and light switches.			x
Thoroughly clean all partition glass			x
Edge vacuum all carpeted areas.			x
Dust or vacuum all ceiling vents and cold air returns.			x

Restrooms/Locker Rooms	Daily	Weekly	Monthly
Clean and disinfect all fixtures, including plumbing, handles, handrails, door handles and light switches.	X		
Clean/scour and disinfect sinks, countertops and faucets.	X		
Clean and polish all stainless steel, including dispensers, kick plates, etc.	X		
Clean base tile and top ledge of tile walls.	X		
Clean mirrors.	X		
Clean walls/partitions around urinals, toilets, sinks and under dispensers.	X		
Dust tops of partitions, mirrors and dispensers.	X		
Empty trash receptacles, including sanitary napkins, replace liners and clean if needed.	X		
Scour and disinfect toilets, urinals and bases.	X		
Spot clean stall doors, doors and door frames.	X		
Stock towels, tissue and hand soap from customer stock.	X		
Sweep and mop floors making sure to get behind toilets and in corners.	X		
Thoroughly wipe wall tile and partitions on both sides.		X	
Clean shower walls and fixtures		X	
Dust or vacuum all ceiling vents and cold air returns.			X
Pour water into floor drains to avoid sewer gas odor.			X
Kitchenettes/Break Room Areas	3x Per Week	Weekly	Monthly
Empty all trash and recycling receptacles and remove trash to collection point. Replace liners and wipe receptacles when needed.	X		
Wipe walls around trash receptacles.	X		
Sanitize door handles and light switches.	X		
Dust all horizontal surfaces.	X		
Sweep and damp mop hard surface floors.	X		
Thoroughly vacuum all carpeted areas and walk off mats.	X		
Wipe down all counters and tables.	X		
Arrange tables and chairs in orderly fashion.	X		
Clean and polish sinks.	X		
Spot clean exterior of cabinets/cupboards.	X		
Clean microwave, inside and out.	X		
Stock paper towels and soap from customers' stock.	X		
Spot clean doors and door frames.	X		
Clean exterior of refrigerator.	X		
Dust/wipe table and chair bases.		X	
Edge vacuum all carpeted areas.			X
Dust or vacuum all ceiling vents and cold air returns.			X



Contact Information

Please provide the following accounting information for _____ (Company Name) at _____ (Location).

Tax Exempt Certificate Required: Yes **No**
(Please attach form)

FEIN: _____

Accounts Payable:

Name _____
Email Address _____
Phone _____
Address _____

Authorized Signer:

Name _____
Email Address _____
Phone _____

Main Point of Contact for Tegrete:

Name _____
Email Address _____
Phone _____

AP and AR Information:

Should electronic invoices be sent to one location (above AP email address) or each individual location?

- Centralized billing at the above email address
- Individual location billing. Please provide billing email addresses for each location.

Certificate Of Completion

Envelope Id: FE4D17C068294DAEB79B2A664027E191	Status: Delivered
Subject: Please DocuSign: Managed Services Agreement for Services with Tegrete	
Source Envelope:	
Document Pages: 11	Signatures: 0
Certificate Pages: 4	Initials: 0
AutoNav: Enabled	Envelope Originator:
Enveloped Stamping: Enabled	Tegrete Corporation
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	4111 MacKenzie Ct NE
	Suite # 100
	St. Michael, MN 55376
	Contracts@Tegrete.com
	IP Address: 147.219.239.163

Record Tracking

Status: Original	Holder: Tegrete Corporation	Location: DocuSign
11/25/2024 12:47:52 PM	Contracts@Tegrete.com	

Signer Events

Signature	Timestamp
Dan Buchholtz dbuchholtz@slpmn.org Security Level: Email, Account Authentication (None)	Sent: 11/25/2024 12:58:51 PM Viewed: 11/25/2024 2:06:41 PM
Electronic Record and Signature Disclosure: Accepted: 11/25/2024 2:06:41 PM ID: cf50a4fb-aa1a-441d-86ab-c5119641671d	

In Person Signer Events

Signature

Timestamp

Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events

Status

Timestamp

Carbon Copy Events

Status

Timestamp

Witness Events

Signature

Timestamp

Notary Events

Signature

Timestamp

Envelope Summary Events

Status

Timestamps

Envelope Sent	Hashed/Encrypted	11/25/2024 12:58:51 PM
Certified Delivered	Security Checked	11/25/2024 2:06:41 PM

Payment Events

Status

Timestamps

Electronic Record and Signature Disclosure

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Tegrete Corporation (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through your DocuSign, Inc. (DocuSign) Express user account. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. For such copies, as long as you are an authorized user of the DocuSign system you will have the ability to download and print any documents we send to you through your DocuSign user account for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of your DocuSign account. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use your DocuSign Express user account to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through your DocuSign user account all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Tegrete Corporation:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: colleen@tegrete.com

To advise Tegrete Corporation of your new e-mail address

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at colleen@tegrete.com and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

In addition, you must notify DocuSign, Inc to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in DocuSign.

To request paper copies from Tegrete Corporation

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to colleen@tegrete.com and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Tegrete Corporation

To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your DocuSign account, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an e-mail to colleen@tegrete.com and in the body of such request you must state your e-mail, full name, IS Postal Address, telephone number, and account number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

Operating Systems:	Windows2000? or WindowsXP?
Browsers (for SENDERS):	Internet Explorer 6.0? or above
Browsers (for SIGNERS):	Internet Explorer 6.0?, Mozilla FireFox 1.0, NetScape 7.2 (or above)
Email:	Access to a valid email account
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	<ul style="list-style-type: none"> •Allow per session cookies •Users accessing the internet behind a Proxy Server must enable HTTP 1.1 settings via proxy connection

** These minimum requirements are subject to change. If these requirements change, we will provide you with an email message at the email address we have on file for you at that time providing you with the revised hardware and software requirements, at which time you will have the right to withdraw your consent.

Acknowledging your access and consent to receive materials electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the 'I agree' button below.

By checking the 'I Agree' box, I confirm that:

- I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC RECORD AND SIGNATURE DISCLOSURES document; and
- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify Tegrete Corporation as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by Tegrete Corporation during the course of my relationship with you.



December 9, 2024

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

Reference: 2025 Seal Coat and Crack Repair Project
Authorize Preparation of Plans and Bidding

Dear Dan:

As part of ongoing street maintenances, the city completes an annual street maintenance project consisting of crack repair, pavement markings (striping), and seal coating. Seal coating includes placing bituminous emulsion and small aggregate on the street surface. We have reviewed the street system history with the Public Works Director to establish priority streets for crack seal and seal coat treatment.

We recommend obtaining bids for the planned 2025 construction area. The streets for the 2025 construction are the green colored streets in the insert below (with the exception of the portions of 79th Avenue and Taylor St. that are in the 2025 paving project).

The street seal coat for 2025 will also include Terrace Rd. and Monroe St. NE north of 81st Ave. NE.

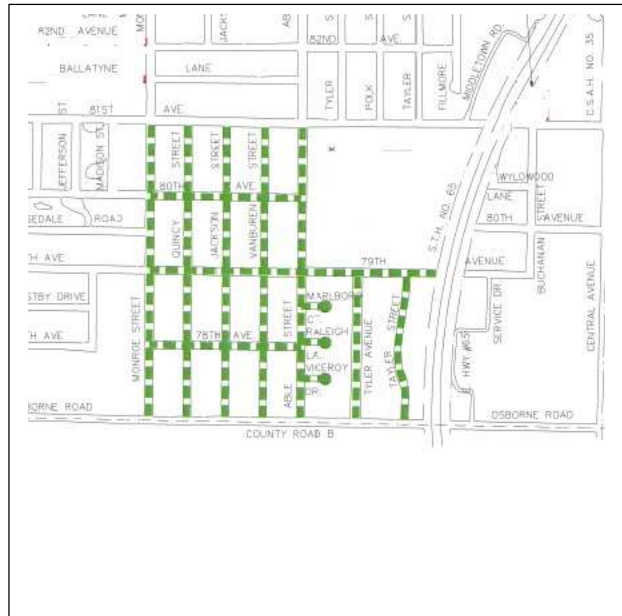
The streets to be completed are streets that were last seal coated in 2018. The streets in the project area will be inspected by the Public Works Director and will be patched as appropriate prior to completion of the seal coat and crack repair.

We request that the City Council authorization preparation of plans/ specifications and bidding for the 2025 Seal Coat and Crack Repair project.

The Council can consider award of Construction Contract later in the spring after bids are received.

Sincerely,
Stantec

Phil Gravel



cc: George Linngren, Public Works



City of Spring Lake Park
Engineer's Project Status Report

To: Council Members and Staff
From: Phil Gravel

Re: **Status Report for 12.02.24 Meeting**
File No.: R-18GEN

Note: Updated information is shown in *italics*.

2024 MS4 Permit and SWPPP Update (193801776 Task 450). Pond, structural BMP, and outfall inspections are due annually. Program analysis and annual training is due by December. Annual meeting is usually held in June but can be held anytime. Annual Reports to the MPCA are generally due in June (MPCA is not requiring a report in 2024). *City Staff met on October 30th to review MS4 requirements for 2024 (training and annual meeting) and 2025. The required Annual Public Meeting will be held on December 16, 2024.*

City Hall Building (193806049). Design started in January 2023. Plans approved on October 16, 2023. Bids opened on November 20, 2023. Contract awarded on February 5, 2024. *Construction is proceeding ahead of schedule.*

Environmental Assessments at 8478 and 8492 Highway 65 NE (227707092).

8478 Hwy 65 – Phase I and II Environmental Site Assessments (ESAs) revealed evidence of a past release likely associated with the north adjoining former dry cleaner. The Site has been enrolled in the Minnesota Pollution Control Agency (MPCA) Voluntary Brownfield Programs, with a request for the No Association Determination letter prior to close. The MPCA has acknowledged the enrollment, and a project manager has been assigned. Typical MPCA response time is 30 to 45 business days.

8492 Hwy 65 – Phase I ESA on the Site identified an environmental concern related to the former dry cleaner tenant (south side of building). Fieldwork portion of the Phase II ESA was completed in November. To date, we have received the soil gas analytical results which revealed elevated concentrations of the dry-cleaning solvent, perchloroethylene below the existing multi-tenant building. The soil gas findings were conveyed to the City on December 6, 2024. The Phase II ESA report will be completed once the remaining soil and groundwater analyses is complete. Recommendations will likely include enrollment into the MPCA's Voluntary Brownfield Programs seeking assurance letters as well as interim response actions for the current owner.

2024 Sanburnol Drive NE, Elm Drive NE, and 83rd Avenue NE (193806347). Construction started on June 10th. CenterPoint Energy gas main replacement on Sanburnol caused a delay. The final paving has been completed. A Construction Contract Change Order has been processed to reflect miscellaneous changes that occurred during construction. Project close-out will occur in June 2025.

2025 Street 79th Avenue and Taylor Street NE Mill and Overlay Project (193807275). The PW Director has identified 79th Avenue (between Monroe St. and TH-65) and Taylor Street NE (between 79th Ave and Osborne Rd.) as segments for a potential mill and overlay project for 2025. *Public Improvement Hearing was held on December 2, 2024. Plans and specs are being prepared.*

1-Year Warranty Televising for 2023-2024 Sanitary Sewer Lining Project (193805871). *Council voted to proceed with low quote from Visu-sewer for 1-year warranty televising and a report.*

2025 Seal Coat and Crack Repair Project (19380xxxx). Project will include streets north of Osborne Rd, east of Monroe St., and west of TH-65. Will also include University Service Dr. and Terrace Road north of 81st Ave. *See separate letter.*

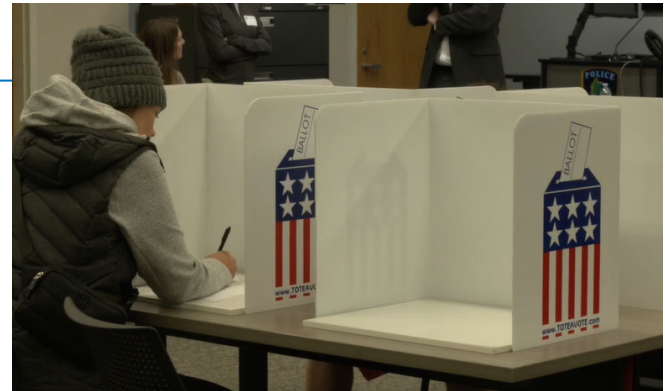
Please contact Phil Carlson, Bruce Paulson, Zach Naslund, Eric Stommes, or me if you have questions or require additional information.

CORRESPONDENCE

Program Production

In November, **92 new programs** were produced using the North Metro TV facilities, funds, and services. That's **76 hours of new programming**.

- 35 programs were produced by the public
- 55 programs were produced by NMTV staff
- 2 programs were produced by city staff



Truck Shoots

The HD production truck was used for 20 hours of production. The following events were produced live and/or recorded for additional playback:

- Football 6AAAAA Final – Spring Lake Park at Monticello (11/1)
- Football State 6-A Quarter Final – Blaine vs Minnetonka (11/7)
- Girls Basketball – Spring Lake Park at Centennial (11/26)



Most Watched Sports Video on Social Media

Game Recap
Girls Basketball
Spring Lake Park at Centennial

824 views





Live, In Person Classes

Eric Houston hosted one live, in person class this past month. 8 total students attended.

- November 6, 2024
 - Internet Training – DIY Antiques Appraisal
 - Ham Lake Senior Center
 - 8 attendees



VOD Class Views

Over the last several years, Eric Houston has created an archive of VOD Movie History Classes on YouTube. This chart represents the top 10 videos of the month in terms of views.

Class	Type	# of Views	Hours Viewed
Columbo: One More Thing	Mini	2,333	252.75 hours
The Cult of Caroline Munro	Mini	1,072	40.25 hours
Chicago Christmas Classics	Mini	974	44.5 hours
Diana Rigg: Avenger	Mini	919	80.5 hours
The Immortal Ingrid Pitt	Mini	280	11.5 hours
The Marx Brothers: Groucho, Harpo, Chico...	Full	263	9.75 hours
King of the Cowboys 2 – Autry/Rogers	Mini	141	8.25 hours
Monster Movies of the 40s and 50s	Full	122	4 hours
Batman's Greatest Villains	Mini	107	6.25 hours
Yabba-Dabba-Do! The Fantastic World of Hanna...	Full	100	10 hours

The Movie Man Eric Archive is home to 38 VOD classes. This month, those classes received **6,674 total views with 490.25 total hours watched.**



Short Form Videos on Social Media

Each month, North Metro TV produces several short form videos. These include individual news stories, municipal videos, sports highlight reels, and more. These videos air in between scheduled programming on Channels 15 and 16. They are also posted across all of our social media accounts, including YouTube, Facebook, and X (formerly Twitter).

Title	Producer	Views Across All Social Media	Length
Blaine Shooting - November 19, 2024	Eric Nelson	8,364	1 minute
SBM Fire Department Joins Community Grocery Giving at Hy-Vee	Danika Peterson and Trevor Scholl	1,906	2 minutes
November Student of the Month Tyler Cook, Centennial High School	Eric Nelson	1,679	4 minutes
SBM Fire Department Holiday Safety Tips	Eric Nelson	1,093	2 minutes
Game Recap - Girls Basketball Spring Lake Park at Centennial	Ted Leroux	824	2 minutes
Game Recap – Football (Section 6AAAAA Championship) Spring Lake Park at Monticello	Ted Leroux	751	1 minute
Game Recap - Football State Quarter Finals Blaine v Minnetonka	Ted Leroux	540	2 minutes
Blaine HS Students Collect Record Amount of Coats for Charity	Eric Nelson	425	2 minutes

Harvest Hustle 5K	Trevor Scholl	275	3 minutes
Chain of Lakes Rotary Is Serving the Community	Danika Peterson	230	3 minutes
Game Recap - Section 7AAAA Volleyball Championship Centennial v Anoka	Ted Leroux	173	1 minute
Ham Lake Senior Center Promo	TJ Tronson	154	2 minutes
Metro Transit Proposes New Bus Routes for Blaine	Eric Nelson	146	3 minutes
Section 6AAAAA Championship Promo	Ted Leroux	100	1 minute
Geese in the Fog	Trevor Scholl	92	1 minute
Video Tape Home Movie Transfer Promo	Eric Houston	47	1 minute
Election 2024 Turnout in Blaine	Eric Nelson	40	2 minutes
17 New Short Form Videos		16,839 Total Views	33 minutes

YouTube Stats

Month	Viewers	Videos Viewed	Hours Watched	New Subscribers	Total Impressions
January	18,260	25,412	1,379	67	299,264
February	20,070	28,271	1,426	53	313,072
March	27,800	38,100	1,514	31	299,100
April	22,600	32,600	2,111	90	342,800
May	27,600	37,700	2,013	81	426,400
June	36,200	44,100	3,580	133	422,200
July	33,100	40,500	2,481	107	358,200
August	21,000	38,000	1,517	61	344,500
September	23,200	44,000	1,638	132	398,500
October	21,900	32,200	1,971	85	354,200
November	19,000	28,000	1,209	76	276,000
TOTAL:	270,730	388,883	20,839.5	916	3,834,236

NMTV Website Stats

Month	Number of Users	Number of Views	Live Stream Views
January	NA	NA	NA
February	NA	NA	NA
March	8,794	NA	NA
April	9,700	17,713	3,002
May	5,000	10,964	4,111
June	5,600	13,797	6,095
July	6,200	12,522	4,558
August	5,200	9,700	1,941
September	6,400	16,000	1,993
October	6,900	16,000	2,076
November	7,700	13,559	2,327
TOTAL:	61,494	110,255	26,103

VOD Views

In addition to airing on our cable channels and on social media sites, many of our programs – like city meetings - are available On Demand on our website and on Roku.

This month, 99 NMTV programs and city meetings were viewed on VOD with 1,100 total views.

Home Movie Transfers

Home movie transfers are one of our most popular public services. Residents can transfer their family videos themselves for free or pay NMTV to do it. NMTV can also transfer film, slides, and photos for a fee.

Month	Transfer Hours	Tapes	Film Reels	DVDs	Photos/ Slides	Fees Paid
January	578.5	129	88	131	0	\$2,321.46
February	147.75	51	20	66	2	\$2,753.93
March	116.25	35	5	27	47	\$1,160.17
April	189.5	48	21	30	0	\$930.96
May	206.5	61	46	5	0	\$742.83
June	361.5	160	30	58	0	\$1,696.49
July	388.5	142	4	59	0	\$2,561.50
August	70	20	0	28	50	\$2,000.86
September	222.5	65	25	46	0	\$317.97
October	124.75	35	8	19	0	\$1,391.57
November	96.5	28	7	26	0	\$573.05
TOTAL:	2493.25	774	254	449	99	\$16,450.79

Station Highlights

Local Decision 2024

As election season continues, we are continuing to monitor online reception for our election programming. Interim Co-Executive Director and News Director Danika Peterson and News Producer Eric Nelson interviewed 32 candidates this year and their videos are currently airing on Channel 15, on the relevant city channels, on YouTube, Facebook, and on northmetrotv.com. Voters can also see biographies of all of the candidates on our website. The chart below will track social media views for each program over the three months of election season.

With Election Season officially over, we are proud to report that NMTV election videos received **8,181 views** this year.

Program	Sept Views	Oct Views	Nov Views
Alex Moe - Minnesota House District 32B	26	21	41
Andrew Hallberg - Ham Lake City Council	125	159	136
Anita Rios - Centerville City Council Special Election	38	80	22
Ashton Ramsammy - Minnesota House District 32A	96	23	20
Barbara Goodboe-Bisschoff - Spring Lake Park City Council	26	70	27
Barbara Mahr - Lexington City Council	31	51	25
Brandon Winge - Lexington City Council	18	46	19
Chris Ford - Blaine City Council Ward 1	176	206	50
Chris Massoglia - Blaine City Council Ward 3	60	81	18
Craig Johnson - Centennial School Board	59	144	112
D. Love - Centerville Mayor	116	384	79
Dave Draeger - Ham Lake City Council	106	171	113
David Kubat - Centerville City Council	61	106	33
Erin Koegel - Minnesota House District 39A	8	6	5
Gary Grote - Lexington Mayor	30	81	29
Heidi Hansen - Centennial School Board	109	262	166
Ini Udomah - Blaine City Council Ward 2	252	204	52
Jill Hunt - Lexington City Council	40	52	42
Julie Jeppson - Anoka County Commissioner District 6	48	133	91
Laura Gannon - Centennial School Board	82	168	104

Leslie Larson - Blaine City Council Ward 2	129	235	54
Lisa Dircks - Spring Lake Park City Council	34	54	26
Lori Saroya - Blaine City Council Ward 1	149	195	51
Matt Norris - Minnesota House District 32B	32	4	11
Mike Murphy - Lexington Mayor	32	94	26
Nancy Golden - Centerville Mayor	153	175	122
Nolan West - Minnesota House District 32A	54	17	10
Russ Koski - Centerville City Council	37	155	46
Ryan Hollihan - Spring Lake Park City Council	38	100	50
Sharon Weighous - Spring Lake Park City Council	70	73	35
Sue Linser - Centennial School Board	98	212	149
Tim Sanders - Blaine Mayor	95	170	57
TOTAL:	2,428	3,932	1,821

NMTV News Highlights

Each week, Danika Peterson and Eric Nelson craft a variety of news stories that highlights events, people, issues, and information important to citizens of our Member Cities. Some highlights include:

- 2024 Election Turnout in Blaine
- Metro Transit Proposes New Bus Routes for Blaine
- November Student of the Month
- Chain of Lakes Rotary



In addition to daily playbacks of North Metro TV News on the cable systems, there are **1,398 local stories** archived for viewers on the **NMTV YouTube channel**. The channel can be also be accessed through northmetrotv.com

Most Viewed Online News Story

Blaine Shooting
November 19, 2024

8,364 Views



Blaine Police Action

On November 19, a flurry of sirens signaled trouble just blocks from the North Metro TV studio. The NMTV news team jumped into action, racing to the scene and filming the Blaine Police Department and Anoka County Sheriff's Office responding to reports of shots fired. News Producer Eric Nelson was the only reporter on the scene and secured an exclusive interview with Chief Brian Podany. Interim Co-Executive Director and News Director Danika Peterson edited the piece, getting it online within just a couple of hours. The story quickly received a number of likes and shares along with some 5,000 views in its first 24 hours of posting. This is a great example of NMTV's successful pivot to short form content and social media posting, which allows us to quickly publish timely content with broad local appeal.

Grocery Shopping with SBM Fire

Members of the SBM Fire Department participated in the Serving Others event at the Spring Lake Park Hy-Vee. The event saw firefighters shopping for groceries, toys, and other essentials, gifting them to the less fortunate this holiday season. The firefighters enjoyed another opportunity to serve the community. Municipal Producer Trevor Scholl was on hand to film the event and interview the deputy chief. Back at the station, Danika Peterson put it all together, sharing the heartwarming footage with our viewers.



Website Accessibility

Programming Coordinator Michele Silvester attended a seminar hosted by the Alliance for Community Media that focused on Web Content Accessibility Guidelines. She learned about future requirements for alternative text, audio description, font colors, and more. Interim Co-Executive Director Danika Peterson completed an accessibility class through the University of Illinois that highlighted legal requirements through the ADA, learning about captioning, subtitles, and audio description. Staff will continue learning about the upcoming requirements for the commission and its member cities that begin in April of 2026.

Fall and Winter Sports Update

Kenton Kipp, Ted Leroux and the NMTV Sports Team covered a whopping nine playoff games between October and November. Teams from all three north metro high schools competed in the playoffs this year with football, volleyball, and soccer all receiving North Metro TV coverage. And with fall behind us, the winter season is just getting underway. Kenton has crafted a really exciting schedule this year with all 20 of the planned games exclusively featuring matchups between our three local schools.



Ham Lake Senior Center Promo

Producer TJ Tronson started out filming a story about the Ham Lake Senior Center bake sale. That story quickly expanded into a promo for the center and all of its great services. Over the course of a couple of months, TJ worked with senior center staff to compile a number of photographs and create a script to tell the center's story. The new promo is now available online and on the Ham Lake City Channel where, we hope, it will reach even more our area's wonderful senior citizens.



City Productions

This month, Municipal Producer Trevor Scholl profiled the Harvest Hustle 5k. The annual Thanksgiving morning run brings together members of the community with the City of Blaine, Burn Boot Camp, TPC Twin Cities, and the 3M Open to highlight charity during the holidays. Runners can have a good time, collect some goodies, and donate to Toys for Tots.

Trevor also worked with Blaine Police Officer Wesley Villegas to produce a Community Notification and Education Meeting video regarding a level three sex offender moving into the community. Brad Vandervegt of the Department of Corrections came to our station to record a presentation that Trevor then shared with the City of Blaine and the Blaine Police Department. Trevor typically records one to two of these meetings a year. While the subject matter is often upsetting, these meetings are a necessary and valuable service to the community.

Trevor touches base with contacts on a regular basis and also encourages cities to contact him with ideas for new videos.



Public Access Programs

Title	Producer	Runtime
Christ Lutheran Church Worship (3 episodes)	Chance Amundsen	3 hours
Christ Lutheran Church Worship Message (3 episodes)	Chance Amundsen	1.5 hours
Every Movie Ever: Moana 2	Eric Houston	.25 hours
Glen Cary Lutheran Church (3 episodes)	Vincent Schneider	3 hours
Hope Church (6 episodes)	Al Goracke	5.75 hours
Lord of Life (4 episodes)	Jean Stauffer	3.75 hours
Lovepower (4 episodes)	Rick Larson	4 hours
Power of Love (4 episodes)	Rick Larson	2 hours
Rice Creek Watershed District Meeting (1 episode)	Emmet Hurley	1 hour
The Hidden Truth (4 episodes)	Paul Dendy	4 hours
What Does the Bible Say (2 episodes)	George Degidio	1 hour
35 New Programs		30.25 New Hours



NMTV Staff Full Length Programs

Title	Producer	Runtime
Anoka County Board Meeting (11/12)	TJ Tronson	32 minutes
DOC Level 3 Offender in Blaine	Trevor Scholl and Danika Peterson	1 hour
Football 6AAAAA Final - Spring Lake Park at Monticello (11/1)	Kenton Kipp and Ted Leroux	1 hour 56 minutes
Football State 6-A Qtr-Final - Blaine v Minnetonka (11/7)	Kenton Kipp and Ted Leroux	2 hours 13 minutes
Girls Basketball - Spring Lake Park at Centennial (11/26)	Kenton Kipp and Ted Leroux	1 hour 29 minutes
NMTV News (2 episodes)	Danika Peterson and Eric Nelson	43 minutes
Sports Den (2 episodes)	Kenton Kipp and Ted Leroux	51 minutes
9 New Programs		9 New Hours



City Meetings

Title	Producer	Runtime
Blaine City Workshop (10/4) (Not Televised)	TJ Tronson	1 hour 30 minutes
Blaine City Council Meeting (11/4)	TJ Tronson	2 hours
Ham Lake City Council Meeting (11/4)	Ben Brannon	2 minutes
Spring Lake Park City Council Meeting (11/4)	Ray Flint	44 minutes
Centerville Park & Recreation Committee Meeting (11/6)	Colin Branch	2 hours 36 minutes
Lexington City Council Meeting (11/7)	City Staff	6 minutes
Blaine Planning Commission Meeting (11/12)	TJ Tronson	22 minutes
Centerville City Council Meeting (11/13)	Colin Branch	1 hour 56 minutes
Centerville Planning & Zoning Committee Meeting (11/12)	Eric Houston	2 hours 8 minutes

Circle Pines City Council Meeting (11/12)	Ray Flint	25 minutes
Ham Lake Planning Commission Meeting (11/12)	Ben Brannon	2 hours
Lino Lakes City Council Meeting (11/12)	Anne Serwe	1 hour 30 minutes
Blaine City Workshop (11/13) (Not Televised)	TJ Tronson	3 hours
Lino Lakes Planning & Zoning Board Meeting (11/13)	Anne Serwe	52 minutes
Blaine City Council Meeting (11/18)	Trevor Scholl	1 hour 37 minutes
Blaine City Workshop (11/18) (Not Televised)	Trevor Scholl	3 hours
Centerville EDA Meeting (11/18)	Colin Branch	51 minutes
Ham Lake City Council Meeting (11/18)	Ben Brannon	51 minutes
Spring Lake Park City Council Meeting (11/18)	TJ Tronson	32 minutes
Lino Lakes City Council Special Joint Meeting (11/21)	TJ Tronson	1 hour 33 minutes
Lexington City Council Meeting (11/21)	City Staff	9 minutes
Ham Lake City Council Meeting (11/25)	Ben Brannon	1 hour 32 minutes
Lino Lakes City Council Meeting (11/25)	Anne Serwe	36 minutes
Spring Lake Park Planning Commission (11/25)	Ray Flint	1 hour 5 minutes
Blaine Park Board Committee Meeting (11/26)	Trevor Scholl	36 minutes
Circle Pines City Council Meeting (11/26)	Ray Flint	1 hour 5 minutes
Circle Pines Utilities Commission (11/26)	Ray Flint	9 minutes
Lino Lakes Environmental Board Committee Meeting (11/26)	Anne Serwe	1 hour
26 New Programs		33 New Hours

If you have any questions or comments regarding this monthly report please contact Eric Houston (at 763-231-2803 or eric@northmetrotv.com) or Danika Peterson (at 763-231-2810 or danika@northmetrotv.com).

Video Production



This month, Municipal Producer Trevor Scholl profiled the Harvest Hustle 5k. The annual Thanksgiving morning run brings together members of the community with the City of Blaine, Burn Boot Camp, TPC Twin Cities, and the 3M Open to highlight charity during the holidays. Runners can have a good time, collect some goodies, and donate to Toys for Tots.

Speaking of charitable giving, Trevor teamed up with the North Metro TV news team to cover the Serving Others event at the Spring Lake Park Hy-Vee. The event saw SBM firefighters shop for groceries, toys, and other essentials for the less fortunate.

Trevor also worked with Blaine Police Officer Wesley Villegas to produce a Community Notification and Education Meeting video regarding a level three sex offender moving into the community. Brad Vandervegt of the Department of Corrections came to our station to record a presentation that Trevor then shared with the City of Blaine and the Blaine Police Department. Trevor typically records one to two of these meetings a year. While the subject matter is often upsetting, these meetings are a necessary and valuable service to the community.



TJ Tronson worked with city staff to create a new promo video for the Ham Lake Senior Center. The promo took a couple of months to complete and is now airing on the Ham Lake city channel and is available online.



Interim Co-Executive Director and News Director Danika Peterson saw great online success with a story covering a nearby Blaine Police Department arrest. They also wrapped up their local election coverage. The 32 individual candidate interviews they created have received more than 8,000 views online. Danika also created custom result graphics for each race and shared them on social media the morning after the election.

This Month's Completed Videos Playing In-Between Scheduled Programming on City Cable Channels and Streaming

Title	Producer	Runtime
Blaine HS students collect record amount of coats for charity	Eric Nelson	2 minutes
Blaine Shooting 11-19	Eric Nelson	1 minute
Chain of Lake Rotary is serving the community	Danika Peterson	3 minutes
Election 2024 turnout in Blaine	Eric Nelson	2 minutes
Ham Lake Senior Center Promo	TJ Tronson	2 minutes
Harvest Hustle 5K	Trevor Scholl	3 minutes
Metro Transit propose new bus routes for Blaine	Eric Nelson	3 minutes
November student of the Month - Tyler Cook, Centennial HS	Eric Nelson	4 minutes
SBM Fire Department joins community grocery giving at Hy-Vee	Danika Peterson and Trevor Scholl	2 minutes
SBM holiday safety tips	Eric Nelson	2 minutes

Equipment Consulting/Technical Support



- Blaine**

 - Repaired a faulty HDMI cable that feeds the dais monitors
- Centerville**

 - No assistance required
- Circle Pines**

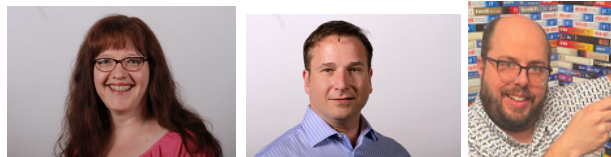
 - No assistance required
- Ham Lake**

 - No assistance required
- Lexington**

 - Serviced and tested city council microphones
- Lino Lakes**

 - Set up video feeds in city hall to accommodate an unusually large audience for the 11/21 meeting
- Spring Lake Park**

 - No assistance required



Channel Management

Programming Coordinator Michele Silvester, along with help from TJ Tronson and Eric Houston, is responsible for processing and scheduling the programming on the City channels. There are three categories of programs that are scheduled on the City channels: live and replayed meetings, NMTV staff created video content, and informational graphics pages. All categories of programming must be encoded, scheduled, and entered into the Tightrope playback system or uploaded to our CG servers, formerly known as Carousel. As each live meeting

is being recorded at City Hall, it is routed to the North Metro TV head-end and then sent out live over the cable system. It is also simultaneously encoded on a server for future playbacks. The following meetings were processed this month:

Title	Producer	Runtime
Anoka County Board Meeting (11/12)	TJ Tronson	32 minutes
Blaine City Council Meeting (11/4)	TJ Tronson	2 hours
Ham Lake City Council Meeting (11/4)	Ben Brannon	2 minutes
Spring Lake Park City Council Meeting (11/4)	Ray Flint	44 minutes
Centerville Park & Recreation Committee Meeting (11/6)	Colin Branch	2 hours 36 minutes
Blaine Planning Commission Meeting (11/12)	TJ Tronson	22 minutes
Centerville City Council Meeting (11/13)	Colin Branch	1 hour 56 minutes
Centerville Planning & Zoning Committee Meeting (11/12)	Eric Houston	2 hours 8 minutes
Circle Pines City Council Meeting (11/12)	Ray Flint	25 minutes
Ham Lake Planning Commission Meeting (11/12)	Ben Brannon	2 hours
Lino Lakes City Council Meeting (11/12)	Anne Serwe	1 hour 30 minutes
Lino Lakes Planning & Zoning Board Meeting (11/13)	Anne Serwe	52 minutes
Blaine City Council Meeting (11/18)	Trevor Scholl	1 hour 37 minutes
Centerville EDA Meeting (11/18)	Colin Branch	51 minutes
Ham Lake City Council Meeting (11/18)	Ben Brannon	51 minutes
Spring Lake Park City Council Meeting (11/18)	TJ Tronson	32 minutes
Lino Lakes City Council Special Joint Meeting (11/21)	TJ Tronson	1 hour 33 minutes
Ham Lake City Council Meeting (11/25)	Ben Brannon	1 hour 32 minutes
Lino Lakes City Council Meeting (11/25)	Anne Serwe	36 minutes
Spring Lake Park Planning Commission (11/25)	Ray Flint	1 hour 5 minutes
Blaine Park Board Committee Meeting (11/26)	Trevor Scholl	36 minutes
Circle Pines City Council Meeting (11/26)	Ray Flint	1 hour 5 minutes
Circle Pines Utilities Commission (11/26)	Ray Flint	9 minutes
Lino Lakes Environmental Board Committee Meeting (11/26)	Anne Serwe	1 hour
24 New Programs		26.25 New Hours

Meetings are scheduled for replay based on schedules requested by each City. Additional, full length video programs, produced by NMTV staff, are also scheduled on the channels. Shorter videos and promos are loaded onto the CG servers, rather than being scheduled as separate playbacks. These short videos play back in a repeating cycle, along with graphics pages, and air on the channels between scheduled programs, 24 hours a day. The table below outlines how many times a regular length video program was entered into the Tightrope system and played back on each City channel.

City	Number of Times Programs Played	Hours Programmed on Channel
Blaine	169	169.5 hours
Centerville	76	111.75 hours
Circle Pines	127	76.25 hours
Ham Lake	104	89.5 hours
Lexington	90	30 hours
Lino Lakes	80	81.5 hours
Spring Lake Park	150	98 hours

The last category of programming on City channels consists of a bulletin board, or graphics pages, that display information about the City, local events, and other issues of interest to citizens. With the installation of the CG servers, Eric Houston updates the information on all seven channels. He works closely with City staff to ensure that all requested informational slides are created and posted to the satisfaction of the City. Even though Eric is doing the work of creating the informational pages, the Cities maintain editorial control. In addition to the graphics pages, the CG units play video. Each video's producer is responsible for posting any short videos that are displayed. The following work was done for City CG servers this month:

- **Blaine**
Uploaded 7 videos to CG.
- **Centerville**
Uploaded 1 videos to CG.
- **Circle Pines**
Uploaded 2 videos to CG.
- **Ham Lake**
Uploaded 7 videos to CG.
Created 1 new CG slides.
- **Lexington**
Uploaded 1 videos to CG.
- **Lino Lakes**
Uploaded 1 videos to CG.
- **Spring Lake Park**
Uploaded 3 videos to CG.
Created 5 new CG slides.

Closed Captioning



Closed captioning is an additional service provided by North Metro TV. Every city meeting is closed captioned live via our Tightrope system. That process is assigned a per-minute price by Tightrope. Once the meeting is recorded on our servers for repeat airings, that version of the meeting must be captioned separately. This is accomplished through a system owned by North Metro TV and does not incur an additional cost. The following table tallies the number of minutes of captioning provided to each city for the month.

City	Minutes of Live Closed Captioning	Minutes of Post Closed Captioning
Blaine	252	252
Centerville	709	709
Circle Pines	100	100
Ham Lake	289	289
Lexington	16	16
Lino Lakes	332	332
Spring Lake Park	103	103
Totals:	1,801 Minutes	1,801 Minutes

Meetings on Demand



NMTV has created a Video on Demand service, with agenda item bookmarking, for our Cities' meetings. In order to accomplish this, each meeting goes through several steps. The meeting must first be transferred and transcoded from the playback server to the video on demand server. Once that is done, a staff member must go through the meeting, entering a bookmark at the start of each agenda item and entering the corresponding chapter titles. Next, the meeting is linked to the NMTV website's city meeting page for Video on Demand. Finally, PDF copies of the meeting agenda are attached to the video. The following meetings were bookmarked and/or placed on VOD for the Cities this month:

- **Blaine**
 - 4 meetings bookmarked and placed on VOD.
- **Centerville**
 - 4 meetings bookmarked and placed on VOD.
- **Circle Pines**
 - 3 meetings bookmarked and placed on VOD.
- **Ham Lake**
 - 4 meetings bookmarked and placed on VOD.
- **Lexington**
 - 2 meetings placed on VOD.
- **Lino Lakes**
 - 3 meetings bookmarked and placed on VOD.
- **Spring Lake Park**
 - 3 meetings bookmarked and placed on VOD.

Meeting Podcasts



NMTV provides a city meeting podcast service. Depending on each city's wishes, any or all meetings can be converted. All podcasts are available across six platforms: Apple Podcasts, Spotify, Podbean, Amazon Music/Audible, iHeart Radio, and Pocket Casts. Links to each platform are available on each individual channel's website and at northmetrotv.com/podcasts.

- **Blaine**
 - Uploaded 4 city meeting podcasts.
 - 29 total downloads
- **Centerville**
 - Uploaded 4 city meeting podcasts.
 - 8 total downloads
- **Circle Pines**
 - Uploaded 2 city meeting podcasts.
 - 17 total downloads

Ham Lake

- Uploaded 2 city meeting podcasts.
- 23 total downloads

Lexington

- Uploaded 2 city meeting podcasts.
- 5 total downloads

Lino Lakes

- Has decided not to convert city meetings to podcasts.

Spring Lake Park

- Uploaded 3 city meeting podcasts.
- 32 total downloads

Meeting Transcripts



NMTV also provides a city meeting transcription service. Depending on each city's wishes, any or all meetings can be transcribed. The transcripts are generated using an online platform called Otter.ai, which creates an interactive transcript that is broken down by speaker. Anyone using the transcript can click on any word to hear the meeting audio. Once created, links to each transcript are sent to relevant city staff, who often use the transcripts to help with creating meeting minutes.

Blaine

- Not participating.

Centerville

- Created 4 meeting transcripts.

Circle Pines

- Created 3 meeting transcripts.

Ham Lake

- Created 4 meeting transcripts.

Lexington

- Not participating.

Lino Lakes

- Created 3 meeting transcripts.

Spring Lake Park

- Created 3 meeting transcripts.

Administrative



Potential Merger

- Appeared at a Lino Lakes City Council Workshop to present the comparison document and answer questions
- Appeared at a Centerville City Council Workshop to present the comparison document and answer questions
- Hosted a workshop for the Cable Commission to discuss a potential merger

Employee Handbook

- Continued to work on updates to the North Metro TV employee handbook
- Focused on updating time off policies, work from home policies, and cannabis policies
- Consulted existing member city handbooks for language and examples

Phone System Upgrade

- Worked with phone contractor to upgrade our fax line
- Decommissioned a redundant phone line

Staff Communication

- Continued regular meetings with station staff to foster communication and understanding and to create a more efficient workplace.
 - Conducted employee annual reviews
 - Continued with regular, twice monthly producers meetings
 - Continued with monthly full staff meeting
 - Continued with monthly NMTV Sports team meeting

Cable Customer Requests

- Requests forwarded to Comcast:
 - Jennifer Moss of Blaine was concerned about a series of texts she was receiving claiming something was wrong with her account. We advised her not to respond to the texts as they could be fraudulent. We then reached out to Comcast on her behalf.
 - Jennifer Welf needed help contacting Comcast to terminate the account of a deceased relative.
- We also receive a steady stream of phone calls from Comcast customers who call us in error after finding our number on their bill. We typically provide them with the proper number for Comcast and recommend calling them directly to resolve the issue. If they cannot resolve the issue in this way, we invite them to call back. We received 4 such calls this month.
 - 1 was a general billing question
 - 1 was an inquiry about channel line up
 - 1 was experiencing trouble with caller ID
 - 1 wished to inform Comcast that their bill payment would be late

Miscellaneous

- Reviewed November Legal Report
- Read industry articles
- Attended webinars and meetings hosted by MACTA



Fridley

COMMUNITY CONNECTION

Parks and Recreation Brochure Enclosed

NOVEMBER/DECEMBER 2024
NO. 250

WE BELIEVE FRIDLEY WILL BE A SAFE, VIBRANT, FRIENDLY AND STABLE HOME FOR FAMILIES AND BUSINESSES.

7071 University Avenue NE
Fridley, MN 55432
phone: (763) 571-3450
FridleyMN.gov
email: info@FridleyMN.gov

Mayor – Scott Lund
Councilmember-at-Large – David Ostwald
Councilmember 1st Ward – Tom Tillberry
Councilmember 2nd Ward – Ryan Evanson
Councilmember 3rd Ward – Ann Bolkcom
City Manager – Wally Wysopal



Winter Parking Reminder: No Overnight Parking

Friendly reminder: Overnight parking on City streets is prohibited from November 1 until April 1 from 2-6 a.m.

Why are these restrictions in place? Snow plow drivers are often faced with challenges, including low visibility and poor road conditions. When cars or trash bins are on the side of the road, they create additional, unnecessary challenges. Please help keep your property and our drivers safe this winter by following the winter parking requirements. Given the unpredictable nature of winter conditions, these restrictions will be enforced throughout the season.

By removing your vehicle off the street, you are:

- Avoiding a parking violation ticket.
- Making streets safer by allowing plows to clear the full width of the roadway.

- Ensuring there is no damage done to your vehicle from snow being cleared.
- Allowing routes to be more accessible for emergency vehicles.
- Helping snow plow drivers to be able to clear the streets quickly (and sometimes multiple times per day)!

Learn more at FridleyMN.gov/Parking.

Fridley City Code, Chapter 506.05
From November 1-April 1 each year, it is a violation to park any vehicle on City streets from 2-6 a.m. It is also a violation to stop, park or leave standing a vehicle in such a manner as to impede the plowing or removal of snow, ice or waste from public streets or highways, regardless of the date or time.



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Stay Connected!

Like Us on Facebook: search City of Fridley

Follow Us on X: @CityofFridley

Watch City Programming: Search Fridley Municipal TV

Sign up for email notifications on FridleyMN.gov

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City Administrator
City of Spring Lake Park
1301 81st Ave NE
Spring Lake Park MN 55432-2188



Pumpkin Recycling

November 1 - 7

Springbrook Nature Center Parking Lot

The pumpkin dumpster will be back at Springbrook Nature Center from November 1-7. Toss your pumpkins in the dumpster, and they will be recycled into compost. Our goal this year is two tons of pumpkins!

Only pumpkins in the Pumpkin Dumpster, please.



Holiday Lights Recycling

December 2 - January 31

Fridley Civic Campus

We will be collecting broken and non-working holiday lights for recycling from December 2 – January 31. A labeled drop box will be in the lobby at City Hall. Remember to never put string lights, cords, hoses or other tangles in the recycling. These items can jam the machines.

Questions? Call 763-572-3594 or email Recycling@FridleyMN.gov.



Organics Recycling Program Switches to Daily Service

The Curbside Organics Recycling Program recently switched from pickups only on Wednesday to now collecting organics on the same day as garbage, making participation in the program even easier.

The curbside organics collection program picks up food scraps and other compostable materials from your home and delivers it to a commercial composting site. Each household participating in the program diverts an average of over 500 pounds from the landfill each year. Common products that go in the landfill but could be commercially composted instead include food waste, egg shells, coffee grounds, paper towels, fruit and vegetable pits and peels, and more.

To learn about the benefits of curbside organics recycling, we checked in with Fridley resident Beth LaBreche who has lived with her family in Fridley for 45 years. She began

bringing her organics to a drop site for commercial composting in 2016 and signed up for the curbside organics recycling program when it became available in 2018. She says, "I participate in the recycling program because I feel I can throw away food with a clearer conscience. It helps the environment and helps our water supply not to use a garbage disposal."

When asked what she would like other Fridley residents to know about organics recycling, Beth replied **"I would like people to know how easy it is to recycle your organics if you freeze your meat items (no maggots), spray your cart with pepper spray (no squirrels eating the container) and use the little container offered by the city under your sink (no smell)."**

Thank you to Beth and other recyclers who are helping the City meet our recycling goals!



Learn more and sign up for curbside organics recycling at your home at FridleyMN.gov/Organics. The curbside organics recycling program costs \$11.75 per month through Republic Services and includes weekly pick up, free compostable bags at Fridley City Hall or Springbrook Nature Center, a kitchen pail and annual vouchers for free compost.

Recycling Drop Off Event

November 9 from 8 a.m. - noon

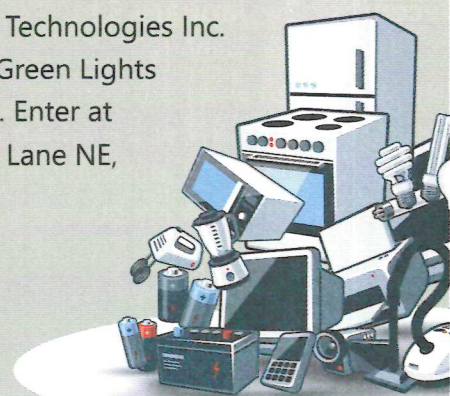
On November, Fridley residents will have an opportunity for free and reduced recycling of bulky items such as mattresses, appliances, electronics and more! You can receive \$50 off your total with proof of Fridley residence (driver's license, mail or utility bill).

What can that include?

- Two appliances
- A large 60" TV
- A small TV
- Four tires
- And more!

See a full pricing list at FridleyMN.gov/Dropoff.

All drop-off events will be held at Recycle Technologies Inc. (formerly Green Lights Recycling). Enter at 1525 99th Lane NE, Blaine.



Recycle Smart – Keep Batteries and Other Hazardous Materials Out of Your Curbside Cart!

Batteries and Battery Enclosed Electronics (household and rechargeable) are recyclable at drop-offs but should not be included in your curbside trash or recycling carts. Cell phones are the most common type of battery-enclosed electronic that are improperly thrown away.

Batteries and electronics, with non-removable batteries can explode and start fires if crushed or punctured. As batteries get stronger, this is

occurring more and more often. Every month, garbage trucks and recycling facilities experience fires due to these types of batteries. Batteries and most battery enclosed electronics can be recycled at no cost at the City's Recycling Drop-off Events or at the Anoka County Household Hazardous Waste Facility located at 3230 101st Avenue NE, Blaine, MN 55449. Find more information at FridleyMN.gov/Recycling.

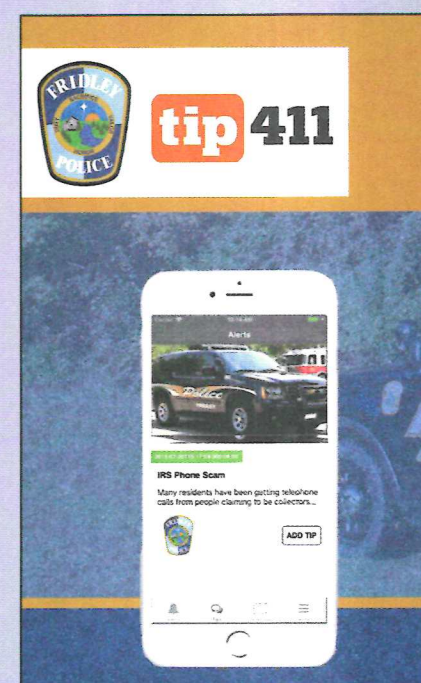
Download the Tip411 App

The Fridley Police Department offers the Tip411 system for the public to submit anonymous tips by sending a secure message through a free app, by text or online. If it is an emergency, please call 911.

Your tips are truly anonymous. Any identification information (phone numbers, IP addresses, etc.) are not recorded and cannot be accessed under any circumstances. The tipster's IP address and other identifying information are never retained by the third-party vendor that manages the program. Each tip is assigned a unique identification number, but the tipster's identity is not collected. Learn more at FridleyMN.gov/Tip411.

Download the App

Search "Fridley PD" in your Apple or Android App store to submit tips.



Park System Improvement Plan Update

As part of Fridley's \$30 million Park System Improvement Plan, our parks continue to grow to meet the needs of our community. Summer construction has wrapped up at Edgewater Gardens Park, Plymouth Square Park and Logan Park. These spaces feature vibrant new playgrounds, tennis, pickleball and basketball courts and even some outdoor fitness equipment at Edgewater Gardens Park.

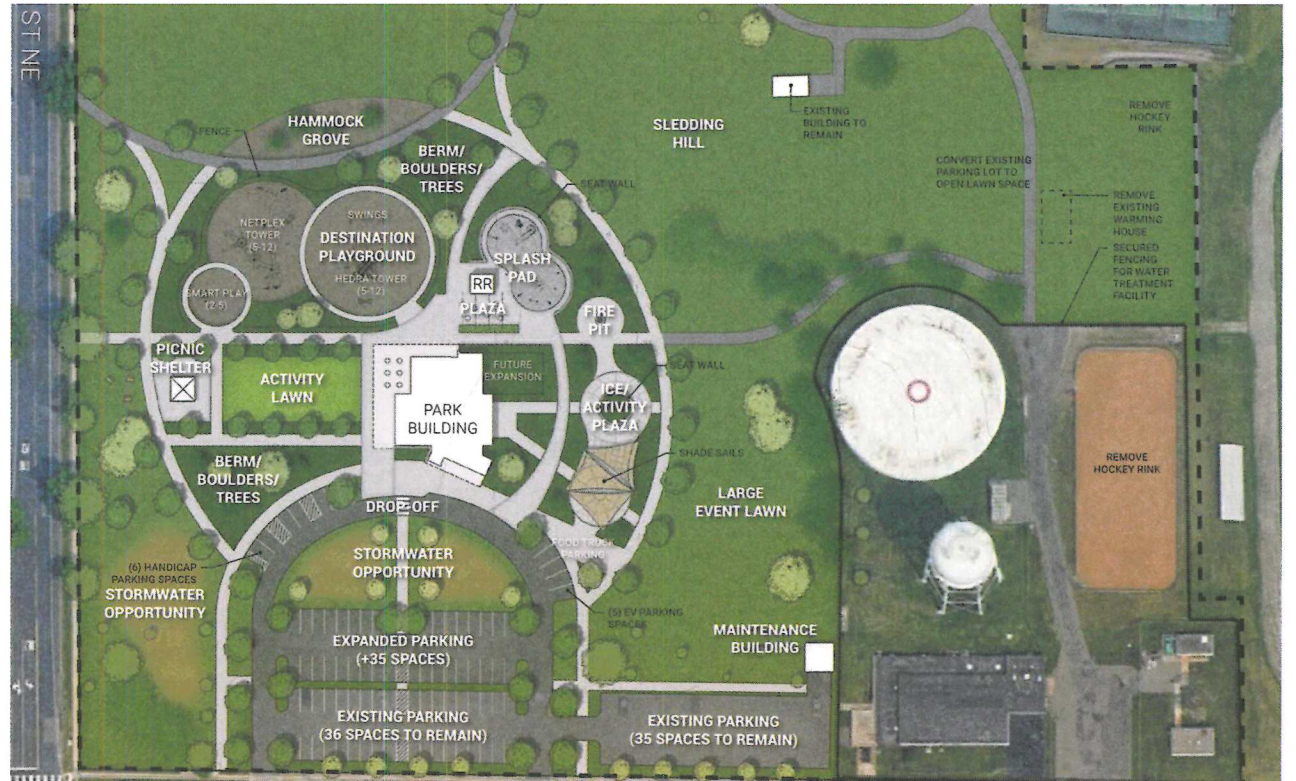
Planning for 2025 Parks

As these parks were being improved, planning was underway for our 2025 projects including Oak Hill Park, Jubilee Park and Commons Park. Oak Hill and Jubilee Parks are smaller neighborhood parks and residents should expect them to be closed for most of 2025 so that a safe construction process can occur. Commons Park will be the largest park improvement project in Fridley history and is planned to begin in July of next year so that the ballfields can be used for the spring season.

Commons Park

Several events and online surveys were held to gather resident input on the Commons Park plan. Thank you to the more than 200 residents that shared feedback, ideas and questions. This \$12 million renovation will include a recreation building, splash pad, inclusive playground, pickleball court complex, ballfields, expanded parking, trails and a winter recreation area.

The recreation building will include activity rooms for a variety of events and programs as well as rental space for small-group gatherings such as meetings and birthday parties. This space will serve as the amenity hub for the



COMMONS PARK SCHEMATIC DESIGN

park, with restrooms, drinking water and winter warming spaces.

An inclusive destination playground will be a highlight of the new park space. This attraction will be designed to allow for individuals of all ages and abilities to play and interact with one another. This feature is supported by a \$500,000 State of Minnesota grant and will feature smooth rubberized surfacing, a fenced enclosure and accessible equipment to allow all to use the space safely.

The outdoor splash pad is an amenity that Fridley residents have been asking for since we began our conversations about improved parks in 2019. This area will be enhanced through funds from the Minnesota DNR outdoor recreation grant and will be

a favorite for hot summer days for many years to come!

The Commons Park project will impact three ball fields on the south end of the park and through discussions with the Fridley Youth Sports Association, a plan will be implemented to include two new fields on the north end of Commons Park as well as to convert one softball field at Community Park to a baseball field. Soccer fields will also be expanded at Community Park.

Please plan a visit to one of our recently completed neighborhood parks such as Logan Park, Edgewater Gardens Park or Plymouth Square Park and be sure to keep an eye on FridleyMN.gov/ParkPlan for the latest news and updates on park improvements.



WINTER LIGHTS TOUR

Help spread holiday cheer by decorating the exterior of your home! Entries will be judged on overall impact, visual appeal, uniqueness, variety, and tidiness. Category winners and "Bright Spots" will be indicated on the map.

All entries will be placed on a map so that residents (and visitors) can create their own custom lights tour around town. Judging will take place December 9 - 10. Winners will be announced, and maps will be available on December 13. Tour maps will be available in person at City Hall and at FridleyMN.gov/Rec.

Register between November 4 - December 8.

BUY ONLINE

Pick up curbside or in-store



**START SHOPPING AT
FridleyLiquor.com/Shop**

Available only at the 57th Ave. location (next to Cub Foods)

Fridley Community Calendar

November

- November 4 | Parks and Recreation Commission Meeting
- November 6 | Public Arts Commission Meeting
- November 7 | Housing and Redevelopment Authority Meeting
- November 12 | City Council Meeting
- November 12 | Environmental Quality and Energy Commission Meeting
- November 20 | Planning Commission Meeting
- November 25 | City Council Meeting

December

- December 2 | Parks and Recreation Commission Meeting
- December 4 | Public Arts Commission Meeting
- December 5 | Housing and Redevelopment Authority Meeting
- December 9 | City Council Meeting
- December 10 | Environmental Quality and Energy Commission Meeting
- December 18 | Planning Commission Meeting
- December 23 | City Council Meeting

NOTE: City Council and Commission meetings start at 7 p.m. Meetings are held at the Fridley Civic Campus, 7071 University Avenue NE. The public is welcome.

Upon request, accommodation will be provided to allow individuals with disabilities to participate in any City of Fridley services, programs, or activities. Hearing impaired persons who need an interpreter or other persons who require auxiliary aids should contact the City at 763-572-3450.

Enjoy Our Parks this Winter



SNOWSHOEING AND KICKSLEDDING

Snowshoeing and kicksledding are fun and a great workout that can be done on the snow at any of our parks (a three-inch minimum base of snowpack is best). Springbrook Nature Center has snowshoes and kicksleds that are available for rent from the front desk between 9 a.m. and 2 p.m. daily and can be used on-site at Springbrook.

SLEDDING HILL

If you are looking for a great place to bring the sleds, check out Commons Park!

ICE SKATING

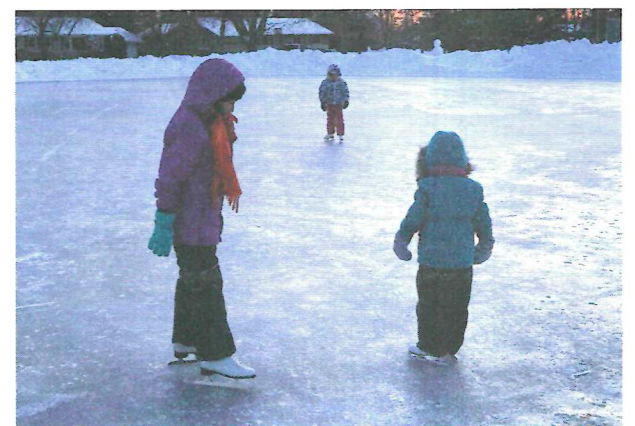
The City of Fridley maintains four general skating rinks and six hockey rinks in Fridley! General rinks are located at: Briardale, Hackmann, Logan, and Sylvan Hills Parks. Hockey rinks can be found at: Commons (2), Flanery, Madsen, and Ruth Circle Parks, and Hayes Elementary. We need 10 consecutive days of freezing temps to create safe and usable ice.

WARMING HOUSE AT COMMONS PARK

The Commons Park Warming House will be open this winter! Ice Skates of various types and sizes are available for the public to use for FREE! The warming house will be closed if unsafe ice conditions or extreme cold temperatures are present. For opening day, visit FridleyMN.gov/WinterParkUse.

CROSS COUNTRY SKI AND MULTI-USE TRAILS

The City of Fridley grooms trails in Moore Lake, Commons, Flanery, Meadowlands, and Riverview Heights Parks. Six-foot trails are groomed including a three-foot section for cross country skiing and a three-foot section for multi-use. Multi-use trails can be used for a variety of activities—walking, fat tire biking, snowshoeing, etc. We do our best to groom the trails weekly depending on snow depths and conditions.



Family Open Gym

Family Open Gym will return on November 2! Bring the family and get the wiggles out with a variety of activities. This is a perfect time for parents/caregivers and children to have fun and play as the weather turns cold outside. Enjoy free play with a wide variety of recreational equipment including, balls, hoops, scooters, jump ropes, music and more!

Fees:

Drop-in fee: \$2 per child / \$4 per family
5 Visit Punch Card: Child \$5 / Family \$10
(Family = 1 adult & 2+ children)

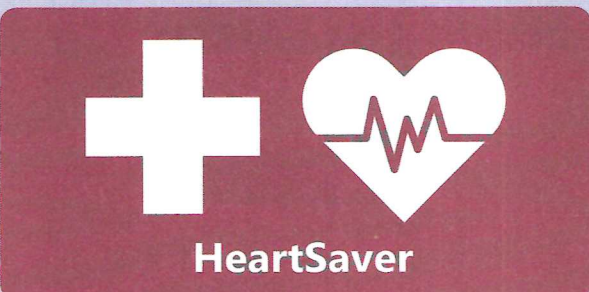


Dates:

Saturdays: November 2 – March 1
10:15 a.m. – 12:15 p.m.
Gym closed on 11/30, 12/21, 12/28, 1/25)

Location:

Hayes Elementary School Gymnasium
(Enter Door #2), 615 Mississippi Street NE



Upcoming HeartSaver Classes

Fridley Police and Fire want to make Fridley a Heart Safe Community. Sign up for one of our upcoming classes to learn CPR and first aid skills. Classes are open to ages 16 and older. The cost is \$60 per registrant. Learn more and register online at FridleyMN.gov/HeartSafe.

HeartSaver CPR:

December 1 | 8 a.m. - noon

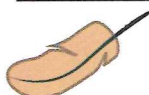
HeartSaver First Aid:

November 21 | 6 - 10 p.m.

Turkey Fun

All ages are welcome to join us for a fun afternoon as we play turkey bingo! We'll have turkeys, prizes, and Thanksgiving food items to win! We will also have Turkey themed games and crafts. Get ready for a fun afternoon celebrating turkey day! Registration required for turkey bingo. Register at FridleyMN.gov/RecRegister.

All Ages Nov 23 2-4 p.m. Free
Springbrook Nature Center





Stop By The New 61st Avenue Multimodal Transit Hub

The City of Fridley celebrated the completion of the 61st Avenue Multimodal Transit Hub with a ribbon cutting on September 25. The hub is located at the site of a former abandoned gas station that sat vacant for years through many unsuccessful redevelopment attempts. During a series of community workshops in 2019, the property was identified as a potential public amenity that could be used to enhance the University Avenue corridor, improve the travel experience for non-motorized users, and mitigate pollution. The City was able to acquire the site after it was tax-forfeited in 2020. With financial

support from a Community Development Block Grant from Anoka County as well as contributions from the Fridley Housing and Redevelopment Authority, the City was able to redevelop the site as a multimodal transit hub in line with the community vision. Features of the site include walking and biking paths, rentable bike lockers, a bike fix-it station, a bench with solar-powered phone charging capabilities, a water fountain, seating, landscaping and more.

Stop by to visit the hub at the northeast corner of University Avenue and 61st Avenue while



walking or biking to nearby amenities including Commons Park, the North Star Transit Station, and more. If you are interested in renting a bike locker, visit FridleyMN.gov/GettingAround.

Change Your Clocks, Change Your Batteries

Change Your Clocks, Change Your Batteries

It's almost time to "fall back" and change your clocks as daylight savings time ends. Fridley Public Safety also recommends that November is a great time to change the batteries in your smoke detectors and carbon monoxide detectors as well.

What Your Need to Know

- Carbon monoxide alarms should be installed within 10 feet of each sleeping room or inside each sleeping room.
- Test alarm monthly.
- Follow the instructions on the package to properly install the CO alarm.
- If the battery is low, replace it.

Prevent CO Poisoning

- When warming a vehicle, move it out of the garage. Opening the garage door is not enough.
- Make sure the exhaust pipe of a running

vehicle is not blocked by snow or anything else.

- During and after a snowstorm, make sure vents for the dryer, furnace, stove and fireplace are clear of snow buildup.
- A gas-powered generator should only be used outdoors and in a well-ventilated location away from windows, doors and vent openings.
- Gas and charcoal grills can produce CO – only use them outside.
- Never use your oven or stove to heat your home.
- Have heating equipment and chimneys inspected by a professional now, before the cold weather hits. Get yearly inspections.

For questions about fire safety and preventing CO poisoning, contact Fridley Fire Division by email at FridleyFire@FridleyMN.gov or by calling 763-572-3613.

Register Your Surveillance Camera With SafeCam

Do you have a surveillance camera at your residence or business? If so, Fridley Public Safety would like to partner with you to help keep your neighborhood safe.

Registering for the SafeCam program only adds the location of the surveillance camera to the Public Safety Department's database. This allows officers to contact the owner should a crime occur in or near where the camera is installed. The department does not have direct access to your footage.

Learn more and register online at FridleyMN.gov/SafeCam.



MINIATURE TAPESTRY

Join fiber artist Becka Rahn to create your own small woven masterpiece using a laser cut bamboo loom. Learn how to combine and weave with yarns, wool roving, beads and textured threads to create a landscape or abstract design.

Ages 12+ Th Jan 30 6 - 8 p.m. \$25
Moore Lake Community Building



Summer Community Concert Series

The 2024 Fridley Parks and Recreation Community Concert Series was a success complete with music, food, activities and dancing! Concerts were held June – August at the Civic Campus, Springbrook Nature Center, Moore Lake and an additional children's performance held at the Commons Park. A total of nine concerts were held with an average attendance of 200 per concert, with a total of 1,300 concertgoers for the series! Rain was not our friend this summer, and we had to cancel a handful of concerts that we were not able to reschedule.

Concert goers enjoyed the wonderful music, games from our Rec 'N Roll mobile and food from local food trucks, The Rustic Chef and Flamingo's Ice Cream. The 2024 line up included a wide variety of genres from quality performers: Southside Aces (Jazz), Los Rebeldes (Tex-Mex), Dia Toti (RnB), Sawyers Dream (Rock/Americana), Socaholix (Caribbean/Calypso), Fridley City Band, and Shrek the Musical JR. by ETC Productions.

Children's Performance

This year's children's performance was Shrek the Musical JR. and was held at Commons Park. The musical was performed by Education-Theater-Community (ETC) Productions, which employs high school kids from the metro doing theatrical performances as their summer jobs. The show brought over 400 kids, adults and even a few summer care facilities to the park to watch this free event. Folks attending the performance enjoyed a free kid's book swap, a visit from the Fire truck and firefighters and free Jonny Pops popsicles. Thank you to Jonny Pops for donating to multiple community events this year!

Touch-a-Truck

On August 20, before the concert, we held our annual Touch-A-Truck event from 5-7 p.m. The event featured multiple vehicles from Public Works, Fridley Fire engine, Fridley Police cars, Schmit Towing truck, Voigt's school bus, MN DOT snow plow, Allina ambulance, electric vehicles, lawn equipment, two inflatables generously donated by the Fridley Lions, food trucks and activities. A State Patrol helicopter was scheduled to attend, but was unable to

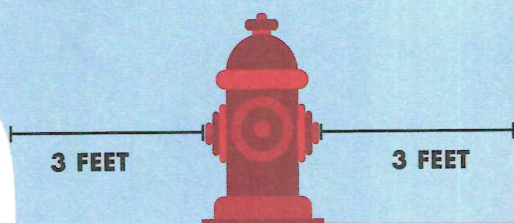
land - however, many folks still enjoyed watching it come close in the sky!

Kids of all ages enjoyed climbing and exploring the vehicles. We are grateful to the Fridley Public Works staff, Fridley Public Safety staff, Rachel Workin - City of Fridley Environmental Planner, Anoka County Library Mississippi Branch, Schmit Towing, Allina EMS, Voigt's Bus Company, Fridley Lions, MN State Patrol, MNDot, Springbrook Nature Center Foundation, Rustic Chef Food Truck, and Flamingo's Ice cream for their contributions to make this event successful. We had 700+ community members in attendance and received positive feedback from many folks in the community.

We appreciate everyone who joined us for this year's concerts and events! We look forward to welcoming you again at the 2025 Community Concert Series.

If you are someone you know is interested in performing for next year's concert series, please visit [FridleyMN.gov/Rec](https://www.fridleymn.gov/Rec) to submit an interest form for consideration.

KEEP THEM CLEAR



**Keep snow and ice
3 feet away
from fire hydrants.**

Every second counts. In case of fire, firefighters need to be able to get to hydrants quickly.

Keep Hydrants Clear This Winter!

Fridley firefighters would like to remind residents about the importance of keeping neighborhood fire hydrants shoveled out and accessible to firefighters.

When fire hydrants become covered with snow, it can delay firefighters in securing a water source at a fire scene, when every second counts.

Keep an eye on hydrants.

Winter weather can create fire safety hazards, such as ice or heavy snowfall, that can obstruct fire hydrants. You can help reduce the risk by keeping fire hydrants accessible and clear of ice and snow.

Fire trucks carry a limited amount of water, so one of the first tasks upon arriving at a fire is to locate a water supply from the nearest hydrant. Hydrants covered in snow can be difficult to locate and uncovering them can waste valuable time needed during the firefighting operations.

Keeping them clear can mean easier access to water and more time doing what really matters — fighting the fire.

How to keep fire hydrants clear.

In addition to removing snow and debris covering the hydrant itself, clearing a three-foot area around the hydrant for easier access is recommended.

Maintaining a shoveled path from the street, sidewalk or driveway to the fire hydrant is important so that it is visible from the road and firefighters can easily access it.

Who should clear hydrants?

Although there are few hard and fast rules concerning who should clear hydrants, it is generally considered the responsibility of the residents occupying the property near a hydrant.

Consider helping elderly friends, neighbors or those with medical conditions keep their fire hydrants clear. If you would like to adopt a fire hydrant in the City of Fridley, please visit our website at [FridleyMN.gov/978/Adopt-A-Hydrant](https://www.fridleymn.gov/978/Adopt-A-Hydrant).

Smart Salting this Winter

Did you know one teaspoon of salt can permanently pollute five gallons of water? Salt and de-icers contain chlorides, which can enter our waterways as snow and ice melt. Springbrook Creek is already listed by the Minnesota Pollution Control Agency as vulnerable to chloride contamination, and other Fridley waterbodies are close behind. Chloride contamination can kill fish and plants and cause drinking water to have a salty taste. If you use salt during the winter, please follow these smart salting tips from our partners at the Mississippi Watershed Management Organization (MWMO):

- 1) More salt does not equal faster melting — just more pollution and wasted money. Shoot for a three-inch spread between salt granules. For \$10–\$20, a hand spreader can make the job easier and more accurate. To be more exact, try to apply no more than one pound per 250 square feet of pavement. (Tip: A regular-size coffee mug typically holds about one pound of salt.)
- 2) If you must apply salt or de-icer, clear off any loose and/or compacted snow first. Apply the product on ice only; do not apply it on dry pavement. Temperatures often


drop after a snowstorm, so double-check the label on your salt or de-ice product to make sure it will work before you apply it. Rock salt does not work below 15°F. You can use this table from MWMO to check the lowest pavement temperature for different types of de-icers.

- 3) Sweep any extra salt once the ice is gone to keep it from washing into the storm sewers.


Melting Agent	Lowest Melting Temp	Things to Know
Urea	20°F	Promotes algae growth in waterways; over-application can harm plants; slow-acting; relatively pet safe
Sodium Chloride (NaCl)	15°F	Harmful to plants; harmful to concrete; very corrosive to metal, cheap and abundant
Magnesium Chloride (MgCl2)	-10°F	Harmful to plants, corrosive to metal, relatively high cost
Potassium Acetate (KAc)	-15°F	Can cause surface slickness; lowers oxygen levels in waterways; biodegradable, relatively high cost
Calcium Chloride (CaCl2)	-20°F	Corrosive to metal; leaves slimy residue; less harmful to concrete
Sand	No melting	Provides traction only; potential pollutant; can be swept up and re-used

Fridley businesses and institutions:

Planning to store a large amount of salt this winter? All bulk salt storage must be located on an impervious surface and covered by a roof or securely fastened impermeable cover. Remember to sweep up any remaining salt or sand after the ice melts to help protect our water bodies.






REGISTER NOW >



SCAN ME

PRESCHOOL ENROLLMENT

Monday-Friday | Noon - 2:45 p.m.






Play-based learning

International Baccalaureate curriculum

Outdoor play

Monday - Friday Noon - 2:45 p.m.
Seats still available - don't miss out!
 Contact Karin at 763-502-5117 or
 BeckStrand@isd14.org



Fridley Public Schools is the only program in the state of MN to offer the full International Baccalaureate (IB) Programme Continuum to all Prek through grade 12 students.

Early Learning at Fridley Community Center

Fall Festival

NOVEMBER 9TH

- Photo Booth
- Bouncy House
- Kids Activities
- Crafts
- Face Painting
- Winter Gear Exchange
- And More

Cost: Free

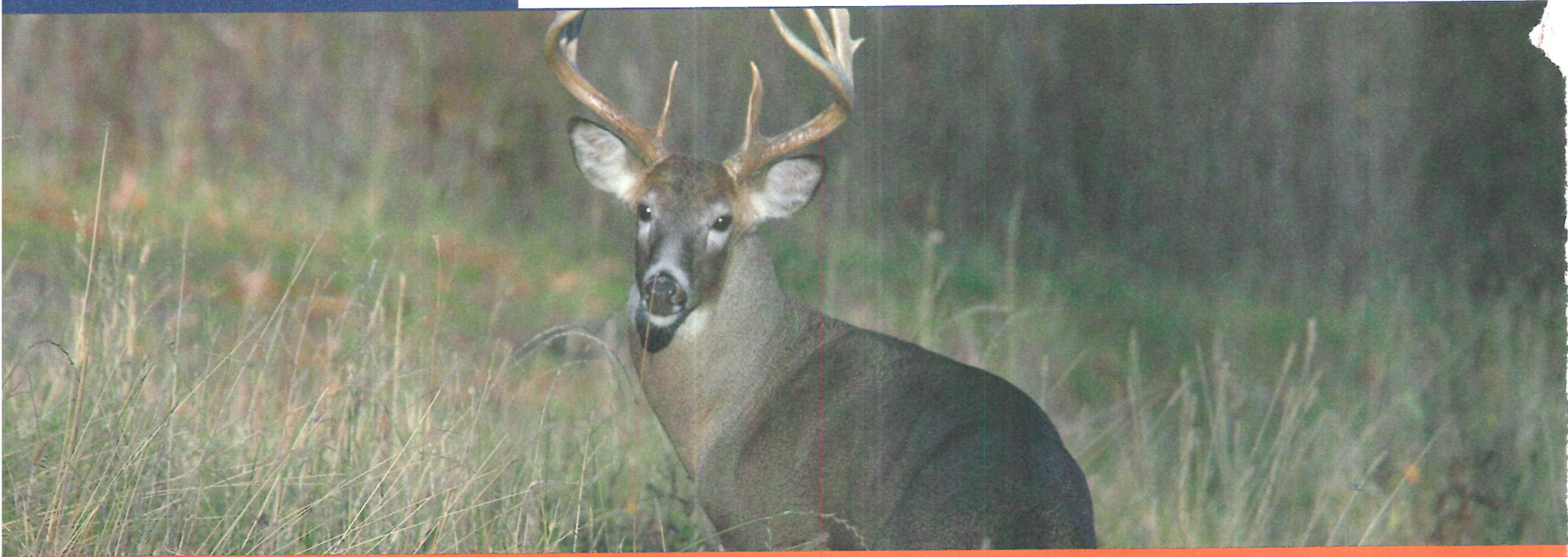
Who: Families with children newborn to age 5 (whole family event)

Where: Fridley Community Center

Time: 11 AM - 2 PM

REGISTER TODAY:
Fridley.ce.eleyo.com/search?g=fall+festival&redirected_yet=true&par



Keep our Wildlife Wild – Please Don't Feed Deer or other Wildlife in Fridley

As temperatures cool this fall and winter, wildlife in Fridley adapts to the change in our climate. Animals take three basic approaches to the harsh Minnesota winter. Some, like the American Goldfinch, will migrate to warmer climates and abundant food. Others, like turtles or snakes, will slow their bodies and rest beneath the ground or water. Last are those that brave the harsh winter, like White-tailed Deer or Coyotes.

There is a natural tendency to feel empathy for these animals that may not enjoy the human comforts of winter such as heated homes, insulated clothing or a steaming mug of hot chocolate. Many of us, with good intention, turn to feeding wildlife during the winter months. In some cases, however, feeding wildlife can cause more harm than good.

Deer provide one of the most dramatic example of unintentional harm from feeding. Ingesting too much feed such as corn can

cause a fatal disease commonly called grain overload. Bacteria naturally found in the deer's digestive system react to high volumes of grain and produce toxins that can be fatal to the deer within 24 hours.

Grain overload is not the only negative impact that can be seen from feeding deer in an urban setting. When deer congregate at a feeding station, there is an increased risk of disease transmission. Chronic Wasting Disease as well as several other bacterial infections can be spread when deer gather together and share feed.

In addition to risk of disease, feeding deer also changes their behavior in ways that can be harmful to the deer and to our residents. Deer are more likely to cross roadways to find a known source of food like a feeding station, leading to an increase in auto accidents. Larger congregations of deer can also lead to conflict with neighbors who may not want deer on

their properties or visiting their gardens or bird feeders. **For these reasons, feeding wildlife in Fridley is prohibited by City ordinance.**

For those residents that do want a close look at winter wildlife, feeding birds can be a great option that presents far fewer issues that feeding deer. Black-oil sunflower seeds can attract beautiful Cardinals and Chickadees while suet (animal fat) feeders attract a variety of beautiful birds such as the striking Pileated Woodpecker. To avoid attracting deer and other animals to your bird feeders, be sure to hang them at least six feet above ground level.

Fridley's Springbrook Nature Center provides a great resource to discover winter birds. A feeding station is located outside of the nature center's exhibit space and our friendly staff loves to share tips and tricks for bird feeding and identification.

SAVE THE DATE

winterfest

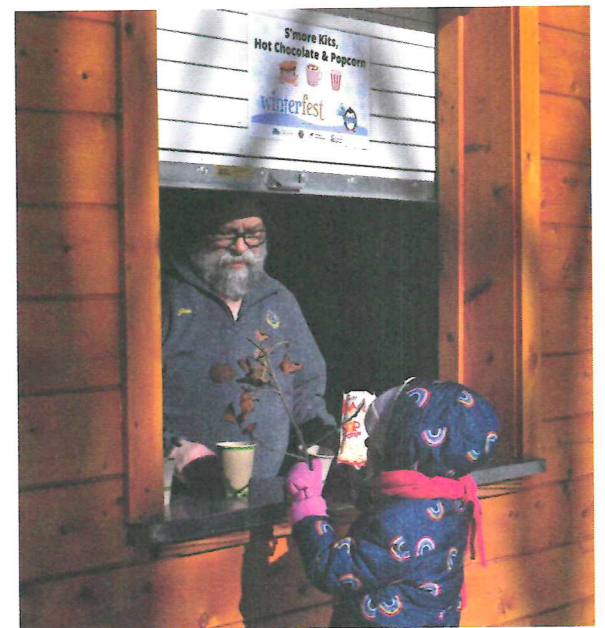


Noon - 3 p.m. | Saturday, January 25
Springbrook Nature Center, 100 85th Avenue NE

Wander through our Winter Wonderland with activities for the whole family!

ACTIVITIES INCLUDE:

- | | | | |
|----------------|---------------|-------------------|-----------|
| Medallion Hunt | Snowshoeing | Snowball Launcher | Zumba |
| Ice Bowling | Snow Painting | Storytime | Hot Cocoa |
| Kick Sleds | S'mores | Campfires | And more! |



WINTER GEAR DRIVE:

Let's keep each other warm! We will be accepting donations of gently used/new winter gear starting December 1 at both Civic Campus and Springbrook Nature Center (during business hours). Please bring in freshly washed or new items. All donated gear will be available free of charge during Winterfest.

MARKET UPDATE

DECEMBER 2024

Market and Economic Highlights

- ▶ U.S. equities bounced back strong in November
- ▶ Small caps were the standout with monthly returns over 10%
- ▶ The S&P 500 is on track for consecutive annual gains of at least 20%
- ▶ The Fed cut rates by 0.25% in November
- ▶ Economic data and corporate earnings reports and projections were strong

Sources: FactSet, Bloomberg

Market Returns

Market Index	1-Month	3-Month	YTD	1-Year
Bloomberg 9-12 Month T-Bill	0.34%	1.13%	4.62%	5.32%
Bloomberg 1-5 Year Government	0.38%	0.15%	3.41%	5.01%
Bloomberg Intermediate U.S. Gov/ Credit A or Better	0.56%	-0.03%	3.35%	5.60%
Bloomberg Intermediate U.S. Agg.	0.85%	-0.05%	3.43%	6.51%
S&P 500	5.87%	7.14%	28.06%	33.86%
Russell 2000	10.97%	10.13%	21.57%	36.44%

Source: Bloomberg; As of 11/30/24

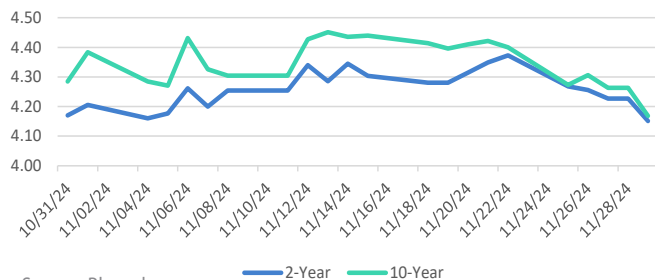
FEATURED MARKET DATA

Bond Market Volatility

The Federal Reserve cut rates by 0.25% as expected on November 7th, yet 2-year Treasury yields began the month with a continuation of rising yields. Higher yields reflected the market's belief that the Fed would cut rates less than previously anticipated as well as U.S. Fiscal worries. The 2-year peaked on November 22nd, 20 basis points higher than it began the month before giving back all of the increase by month-end. Volatility was also high for 10-year yields, which peaked near the middle of the month. President-elect Trump's pick for Treasury Secretary appeared to allay markets and yields declined in the second half of the month along with inflation expectations. The 10-year Treasury finished the month 10 basis points lower than it began, with the bond market possibly signaling lower growth expectations.

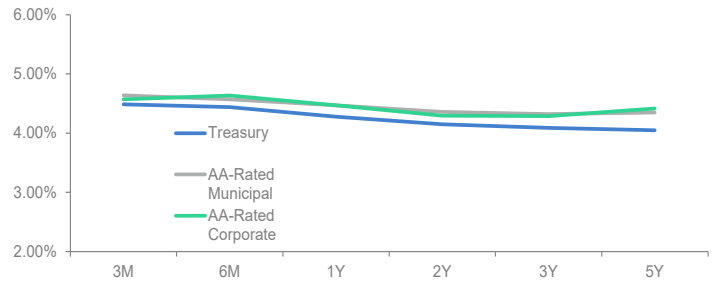
Sources: MUF, Bloomberg

U.S. Treasury Yields



Source: Bloomberg

Market Yields



Source: Bloomberg Finance L.P. 11/30/24

U.S. Economic Indicators

Event	Event Date	Period	Survey	Actual	Prior / Revised (R)
Consumer Price Index (YoY)	11/13/24	OCT	2.6%	2.6%	2.4%
Chicago Fed National Activity Index	11/25/24	OCT	-0.28	-0.40	-0.27 (R)
Consumer Confidence	11/26/24	NOV	111.8	111.7	109.6 (R)
Personal Income	11/27/24	OCT	0.3%	0.6%	0.3%
Personal Spending	11/27/24	OCT	0.4%	0.4%	0.6% (R)
Core PCE (MoM)	11/27/24	OCT	0.3%	0.3%	0.3%
Core PCE (YoY)	11/27/24	OCT	2.8%	2.8%	2.7%
Change in Nonfarm Payrolls	12/06/24	NOV	200K	--	12K
Unemployment Rate	12/06/24	NOV	4.1%	--	4.1%

Source: Bloomberg Finance L.P. 12/02/24. Glossary terms on following page.

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Glossary of Terms

Term	What is it:
Building Permits	Records the number of permits for future housing construction.
Capacity Utilization	Tracks the extent to which capacity is being used in the production of goods and services.
Change in Nonfarm Payrolls	This indicator measures the change in the number of employees on business and government payrolls.
Chicago Fed National Activity Index	A nationwide measure of economic activity and inflation pressures. An index value of zero indicates that the national economy is expanding at its historical trend rate of growth.
Consumer Confidence	Index examines how consumers feel about jobs, the economy and spending.
Consumer Price Index (CPI)	Measures the average change in retail prices over time for a basket consisting of more than 200 categories of assorted goods and services paid directly by consumers.
Core Consumer Price Index (Core CPI)	This measure of CPI excludes food and energy costs.
Durable Goods Orders	A measure of new orders placed with domestic manufacturers for durable goods, which are items that last three years or more.
Existing Home Sales	Measures monthly sales of previously owned single-family homes.
GDP Annualized QoQ	Measures the annualized quarterly growth of the final market value of all goods and services produced within a country. GDP is the foremost report on how fast or slow the economy is growing.
Housing Starts	Records the number of new housing units started during a period.
Index of Leading Economic Indicators (LEI)	An index designed to predict the direction of the economy.
Initial Jobless Claims	Tracks new filings for unemployment insurance benefits.
ISM Manufacturing	Measures manufacturing activity based on a monthly survey of purchasing managers.
MBA Mortgage Applications	The Mortgage Bankers Association's weekly mortgage application survey includes home loan application activity for conventional and government loans for home purchases and refinances.
Mortgage Delinquencies	A measure of the percent of total conventional and government loans which are at least one payment past due, but not in the process of foreclosure.
Personal Consumption Expenditure (PCE)	The Federal Reserve's preferred measure of inflation tracks overall price changes for goods and services. Core PCE excludes food and energy.
Personal Income and Spending	Index records the income Americans receive, how much they spend, and what they save.
Retail Sales	Tracks the sale of new and used goods for personal or household consumption.
Retail Sales Ex. Auto	Retail sales excluding motor vehicles and parts.
S&P Case-Shiller Home Price Index	Tracks the value of single-family housing within the U.S. There are multiple indexes including the 20-City Composite.
Unemployment Rate	The U-3 unemployment rates tracks the percentage of the civilian workforce that is unemployed.

Source: Bloomberg, The Secrets of Economic Indicators by Bernard Baumohl; PMA Asset Management, LLC

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Daniel Buchholtz

From: Alex Lee <alex.lee@ewald.com>
Sent: Friday, December 6, 2024 11:19 AM
To: Daniel Buchholtz
Subject: Ewald at the Capitol: State Budget Outlook

This message was sent from outside of the organization. Please do not click links or open attachments unless you recognize the source of this email and know the content is safe.



STATE BUDGET OUTLOOK

On Wednesday, Minnesota Management and Budget (MMB) released the state budget forecast, showing a mixed picture of the state's financial outlook. The forecast indicates a \$616 million surplus for the FY26-27 biennium, which is far less than anticipated. MMB also forecasts a structural imbalance ranging from \$3.5 billion to \$5.1 billion for the FY28-29 biennium, causing concerns about the state's future financial stability.

For more information on the budget, you can read the entire forecast [here](#) as well as the [presentation](#) documents.

HOUSE COMMITTEE UPDATE

With the 67-67 tie in the House, much is still unknown about how power-sharing will work in the next legislative session. However, co-leaders Rep. Melissa Hortman and Rep. Lisa Demuth have agreed to a committee structure and appointed committee chairs. Under this agreement, committees will be chaired by DFL and Republican co-chairs and committee membership will be equally divided. Committee chairs were recently named, but committee membership is not yet determined.

- Agriculture Finance and Policy: [Rep. Paul Anderson](#) (R-Starbuck) and [Rep. Rick Hansen](#) (DFL-South St. Paul)
- Capital Investment: [Rep. Mary Franson](#) (R-Alexandria) and [Rep. Fue Lee](#) (DFL-Minneapolis)
- Children and Families Finance and Policy: [Rep. Carlie Kotyza-Witthuhn](#) (DFL-Eden Prairie) and [Rep. Nolan West](#) (R-Blaine)
- Commerce Finance and Policy: [Rep. Kaohly Vang Her](#) (DFL-St. Paul) and [Rep. Tim O'Driscoll](#) (R-Sartell)
- Education Finance: [Rep. Ron Kresha](#) (R-Little Falls) and [Rep. Cheryl Youakim](#) (DFL-Hopkins)
- Education Policy: [Rep. Peggy Bennett](#) (R-Albert Lea) and [Rep. Sydney Jordan](#) (DFL-Minneapolis)
- Elections Finance and Government Operations: [Rep. Mike Freiberg](#) (DFL-Golden Valley) and [Rep. Duane Quam](#) (R-Byron)
- Energy Finance and Policy: [Rep. Patty Acomb](#) (DFL-Minnetonka) and [Rep. Chris Swedzinski](#) (R-Ghent)
- Environment and Natural Resources Finance and Policy: [Rep. Peter Fischer](#) (DFL-Maplewood) and [Rep. Josh Heintzeman](#) (R-Nisswa)
- Ethics: [Rep. Greg Davids](#) (R-Preston) and [Rep. Kelly Moller](#) (DFL-Shoreview)
- Health Finance and Policy: [Rep. Jeff Backer](#) (R-Browns Valley) and [Rep. Robert Bierman](#) (DFL-Apple Valley)
- Higher Education Finance and Policy: [Rep. Marion Rarick](#) (R-Maple Lake) and [Rep. Dan Wolgamott](#) (DFL-St. Cloud)
- Housing Finance and Policy: [Rep. Michael Howard](#) (DFL-Richfield) and [Rep. Spencer Igo](#) (R-Wabana Township)
- Human Services Finance and Policy: [Rep. Mohamud Noor](#) (DFL-Mpls) and [Rep. Joe Schomacker](#) (R-Luverne)
- Judiciary Finance and Civil Law: [Rep. Tina Liebling](#) (DFL-Rochester) and [Rep. Peggy Scott](#) (R-Andover)
- Labor and Workforce Development Finance and Policy: [Rep. Dave Baker](#) (R-Willmar) and [Rep. Dave Pinto](#) (DFL-St. Paul)
- Legacy Finance: [Rep. Joe McDonald](#) (R-Delano) and [Rep. Samantha Vang](#) (DFL-Brooklyn Center)
- Public Safety Finance and Policy: [Rep. Kelly Moller](#) (DFL-Shoreview) and [Rep. Paul Novotny](#) (R-Elk River)
- Rules and Legislative Administration: [Rep. Jamie Long](#) (DFL-Minneapolis) and [Rep. Harry Niska](#) (R-Ramsey)
- State Government Finance and Policy: [Rep. Ginny Klevorn](#) (DFL-Plymouth) and [Rep. Jim Nash](#) (R-Waconia)

- Veterans and Military Affairs Division: [Rep. Matt Bliss](#) (R-Pennington) and [Rep. Jay Xiong](#) (DFL-St. Paul)
- Taxes: [Rep. Greg Davids](#) (R-Preston) and [Rep. Aisha Gomez](#) (DFL-Minneapolis)
- Transportation Finance and Policy: [Rep. Erin Koegel](#) (DFL-Spring Lake Park) and [Rep. Jon Koznick](#) (R-Lakeville)
- Ways and Means: [Rep. Zack Stephenson](#) (DFL-Coon Rapids) and [Rep. Paul Torkelson](#) (R-Hanska)
- Legislative Commission on Pensions and Retirement: [Rep. Leon Lillie](#) (DFL-North St. Paul) and [Rep. Tim O'Driscoll](#) (R-Sartell)

HELPFUL RESOURCES

A few helpful links to follow the election and other action at the State Capitol:

To find your legislators, visit [Who Represents Me](#)

To view the election results, visit [The Secretary of State's Website](#)

CONNECT WITH US



Sent to: dbuchholtz@slpmn.org

[Unsubscribe](#)

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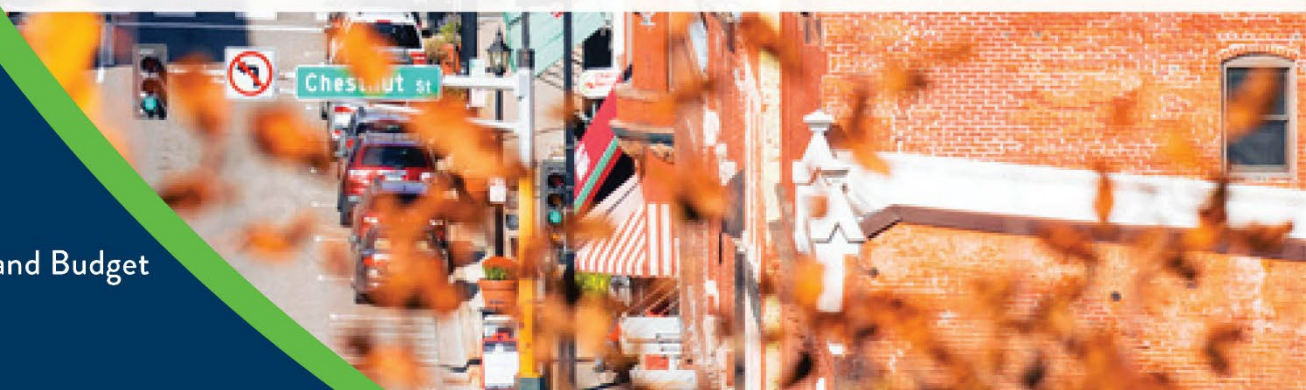


BUDGET AND ECONOMIC FORECAST



NOVEMBER 2024

Produced by Minnesota Management and Budget



Small Balance Projected in FY 2026-27, Structural Imbalance Grows

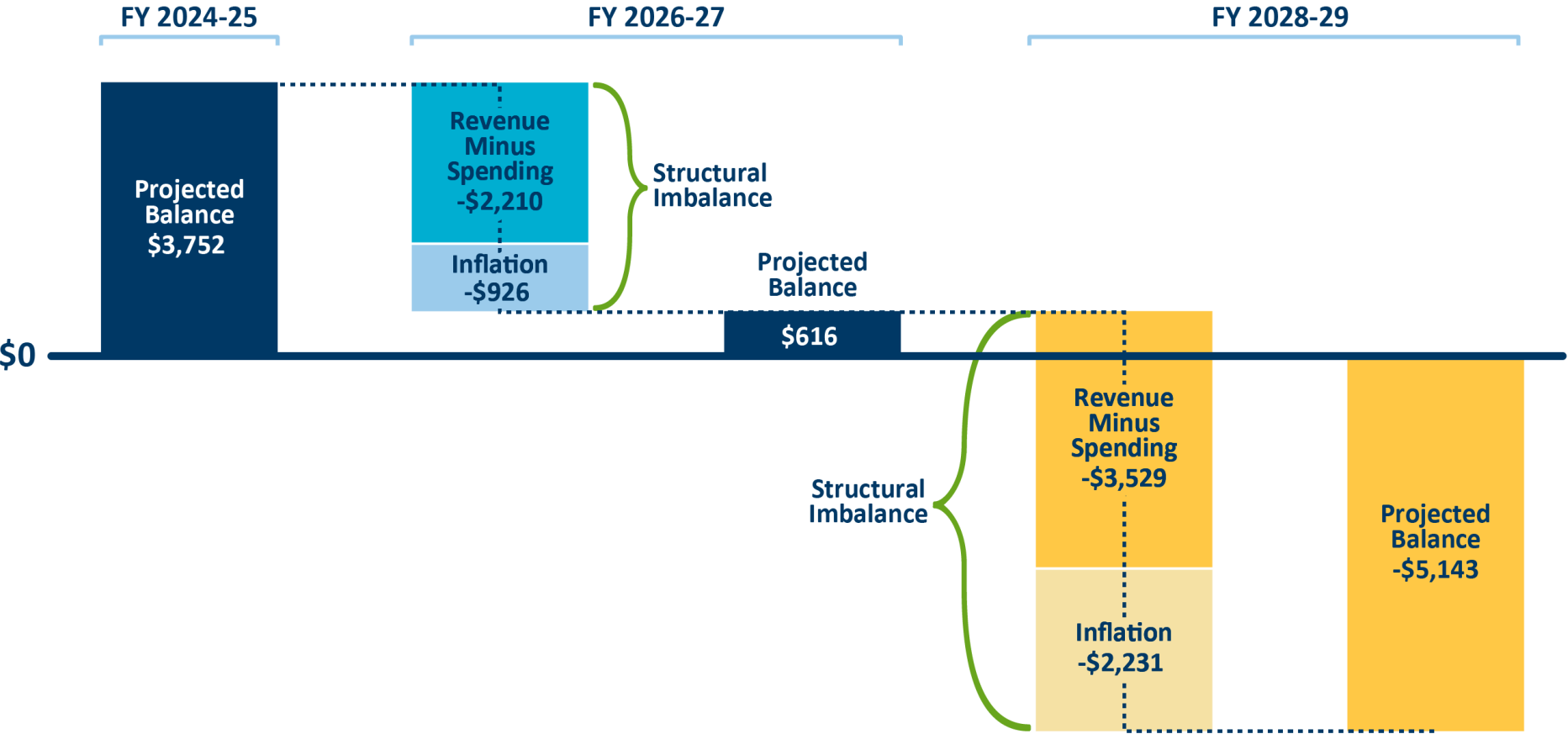
- FY 2026-27 projected balance is \$616 million, \$1.1 billion less than prior estimates
 - Structural imbalance widens as spending growth exceeds long term revenue forecast, driving projected deficit in FY 2028-29 biennium
-
- Individual income and sales tax revenues are lower than previously estimated
 - Long-term care services and special education drive increased spending
-
- Potential policy shifts at federal level create forecast uncertainty
 - Statutory allocation to budget reserve reinforces state's commitment to strong financial planning

FY 2026-27 Forecast Changes

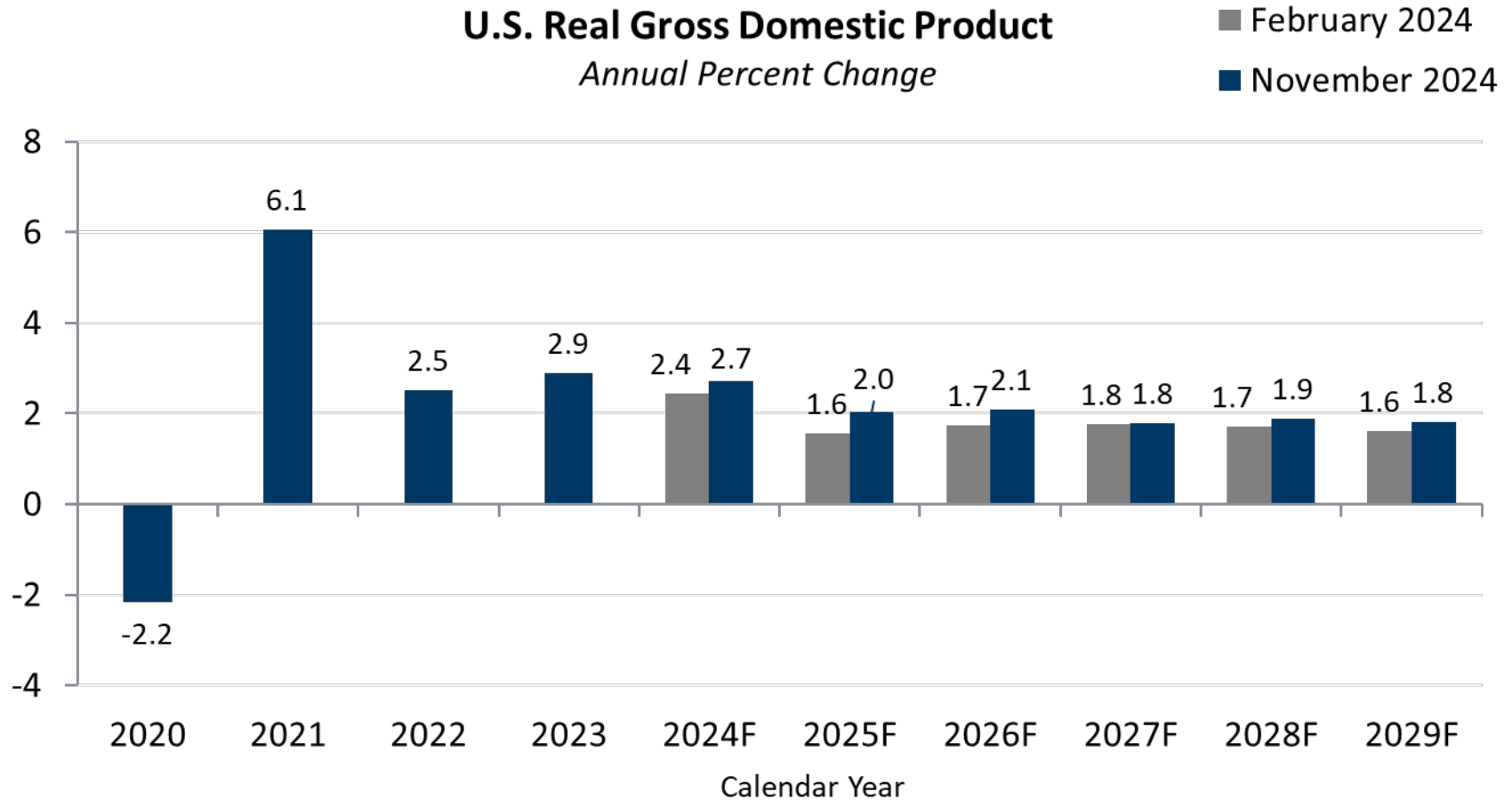
(\$ in millions)	FY 2026-27 End of Session	FY 2026-27 Nov Forecast	Forecast Change
Beginning Balance	\$6,555	\$7,279	\$724
Total Revenues	64,845	63,853	(992)
Total Spending	66,417	66,989	572
<i>Spending</i>	<i>65,572</i>	<i>66,063</i>	<i>491</i>
<i>Discretionary Inflation</i>	<i>845</i>	<i>926</i>	<i>81</i>
Cash Flow and Budget Reserve	3,263	3,527	264
Budgetary Balance	\$1,719	\$616	\$(1,103)
<i>Balance without Discretionary Inflation</i>	<i>\$2,564</i>	<i>\$1,542</i>	<i>\$(1,022)</i>

Fiscal Snapshot: Forecast Horizon FY 2024 through FY 2029

(\$ millions)



Near-term U.S. Economic Outlook Improved; Slow Growth Projected in Long Term

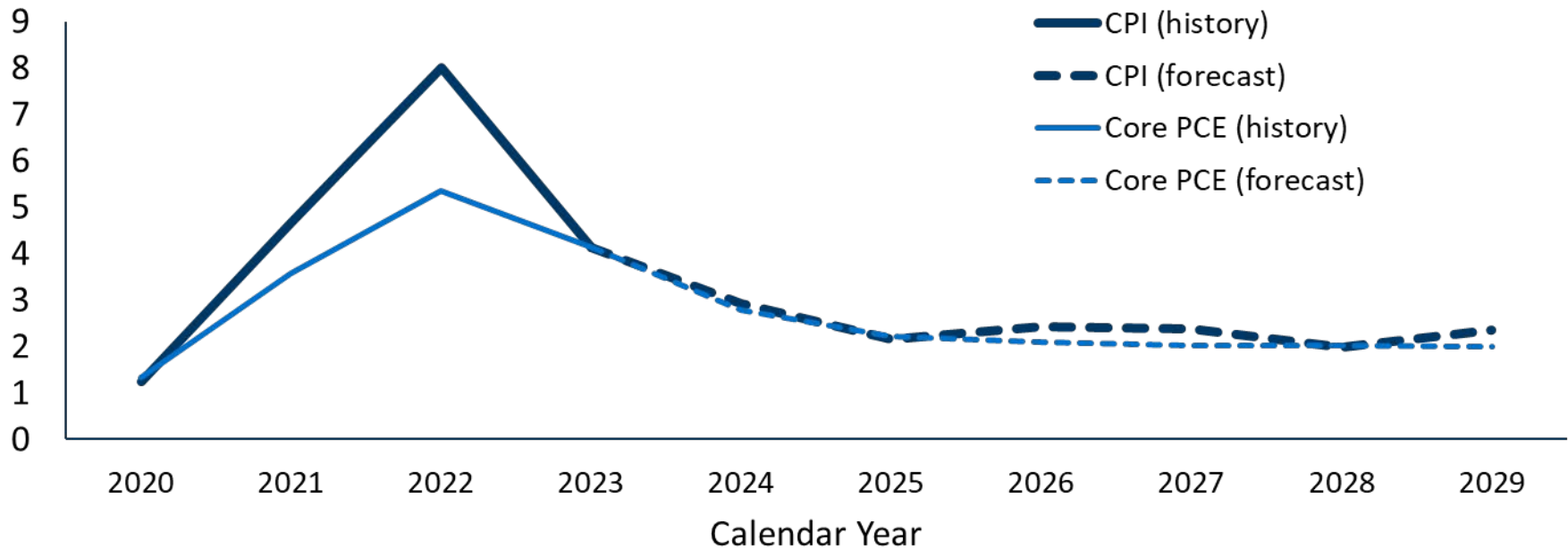


Source: U.S. Bureau of Economic Analysis (BEA), S&P Global Market Intelligence (SPGMI)

SPGMI's macro-economic forecast was prepared prior to the November election.

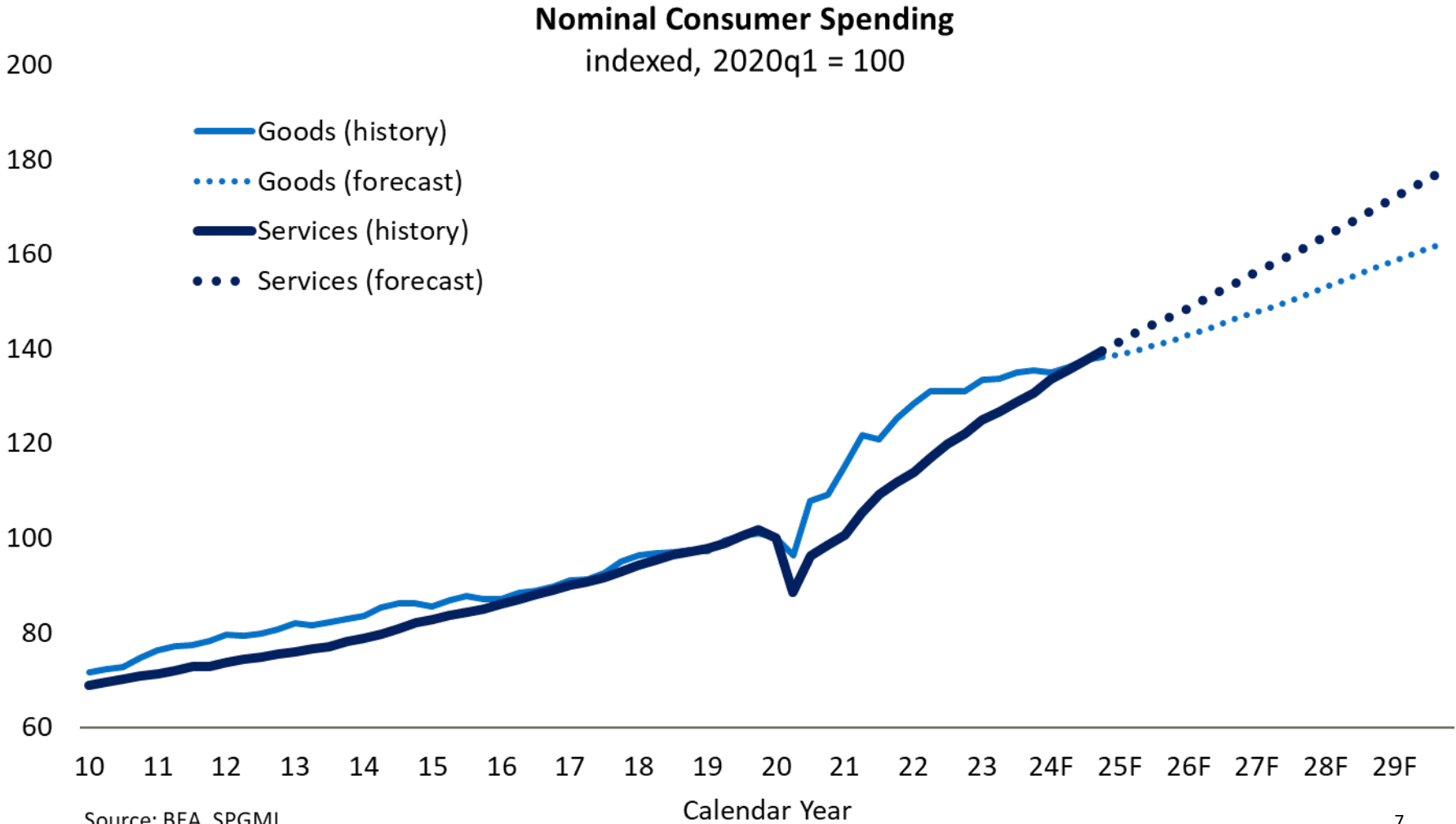
Inflation Forecasted to Moderate

**Consumer Price Index and
Core Personal Consumption Expenditure Inflation**
Annual Percent Change



Source: U.S. Bureau of Economic Analysis (BEA), SPGMI

Lower Growth in Goods than Services Spending

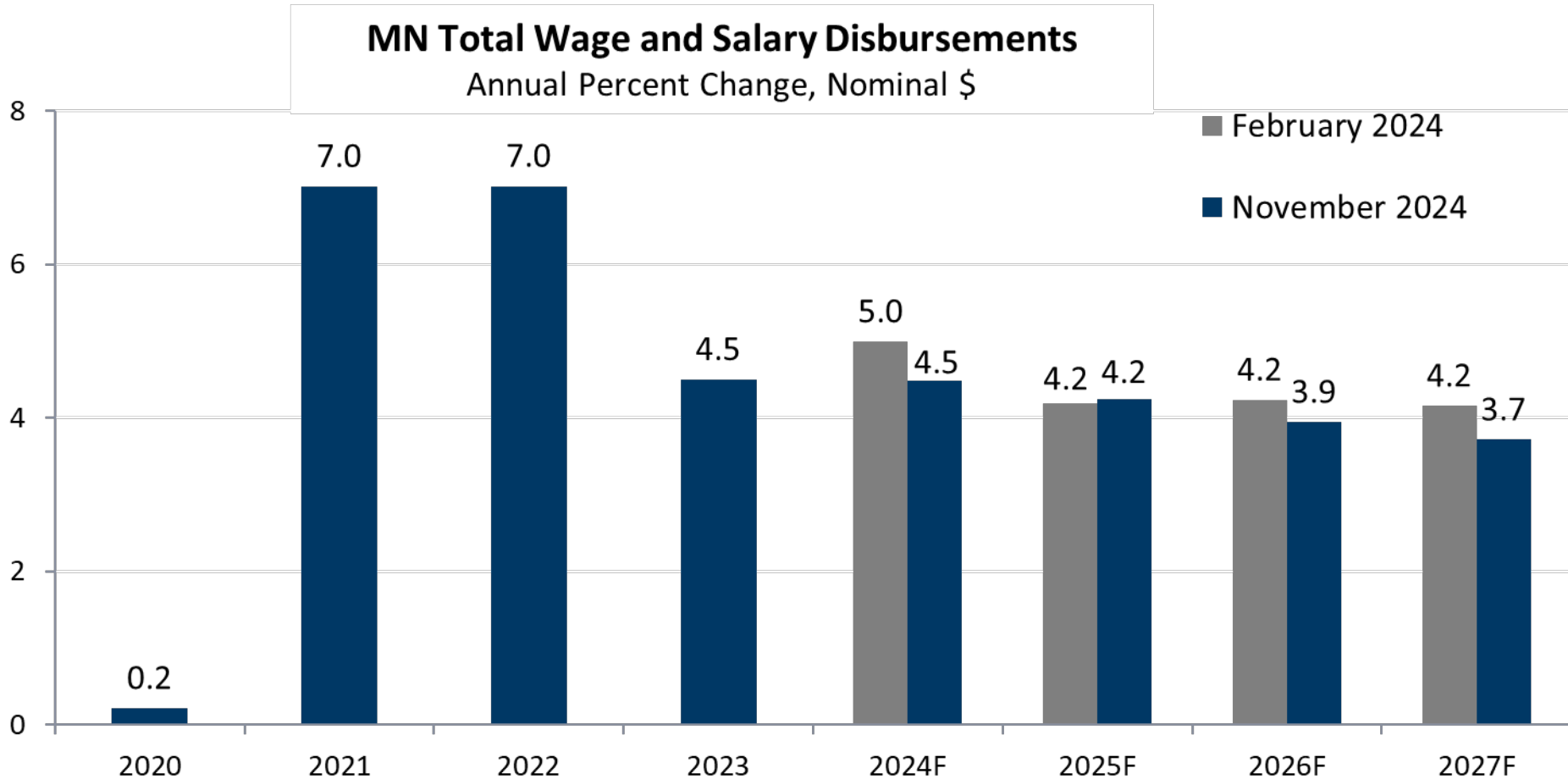


U.S. and Minnesota Unemployment



Sources: BLS, MN Department of Employment and Economic Development (DEED)

Lower Growth in Minnesota Wages & Salaries



U.S. Economic Forecast Risks



Uncertainty around trade and immigration policies



U.S. fiscal policy uncertainties



Inflation



Monetary policy



Geopolitical conflict



31 months until the end of FY 2026-27

Revenue Forecast

(\$ in millions)

	FY 2026-27 End of Session	FY 2026-27 Nov. Forecast	Forecast Change	% Change
Individual Income Tax	\$33,651	\$32,821	\$(830)	(2.5)
General Sales Tax	16,381	15,840	(541)	(3.3)
Corporate Franchise Tax	6,287	6,376	90	1.4
All Other Revenue	8,526	8,816	290	3.4
Total Revenues	\$64,845	\$63,853	\$(992)	(1.5)

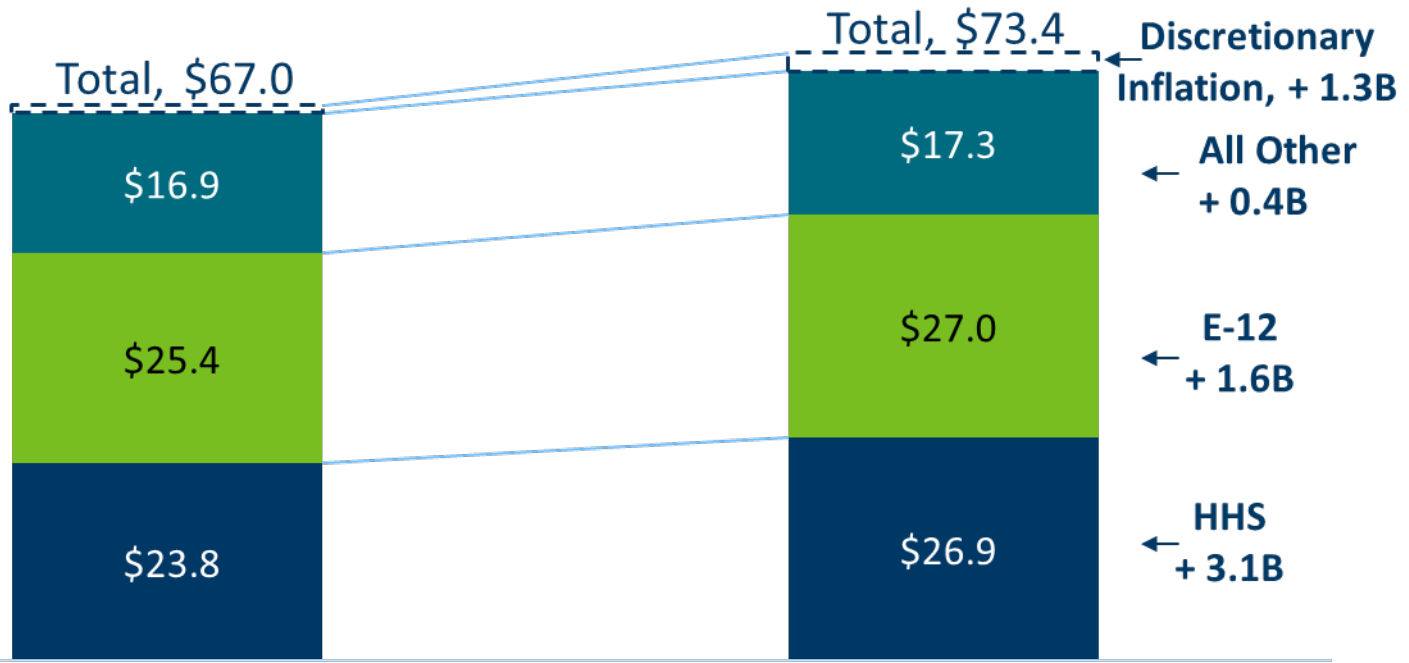
Spending Forecast

(\$ in millions)	FY 2026-27 End of Session*	FY 2026-27 Nov Forecast	Forecast Change	% Change
E-12 Education*	\$25,163	\$25,365	\$202	0.8
Health and Human Services*	23,420	23,808	388	1.7
Property Tax Aids and Credits	4,648	4,736	88	1.9
Debt Service	1,350	1,221	(129)	(9.5)
All Other*	10,992	10,933	(59)	(0.5)
<i>Discretionary Inflation</i>	<i>845</i>	<i>926</i>	<i>81</i>	<i>9.6</i>
Total Spending	\$66,418	\$66,989	\$572	0.9

*End of session values adjusted to reflect statutory transfer of programs between bill areas.

HHS and E-12 Growth Outpacing Other Areas

General Fund Spending By Major Area
(\$ in billions)



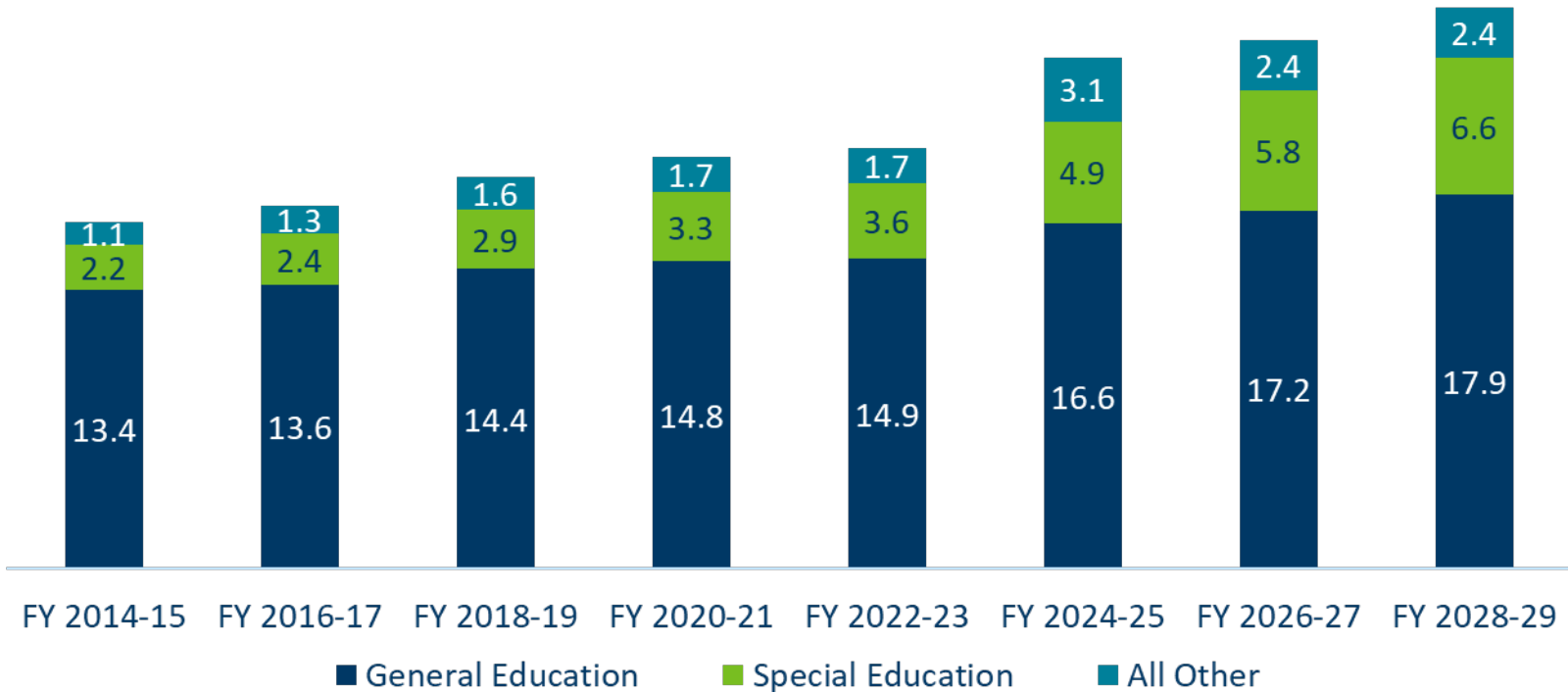
FY 2026-27

FY 2028-29

■ HHS ■ E-12 ■ All Other □ Discretionary Inflation

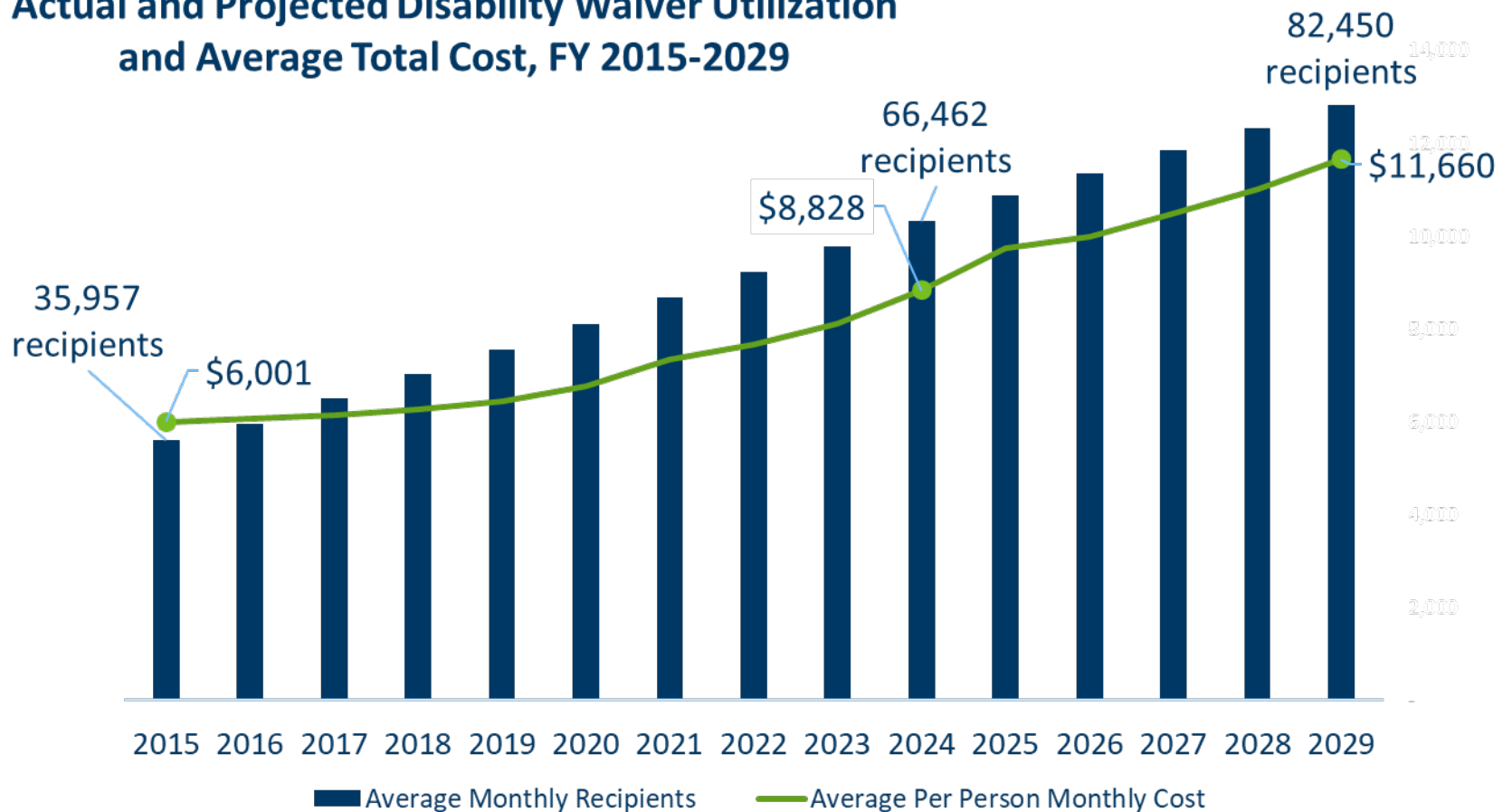
Special Education Drives E-12 Growth

E-12 Education General Fund Expenditures by Biennium
(\$ in billions)



Use and Cost of Disability Services Have Grown Over Time

Actual and Projected Disability Waiver Utilization and Average Total Cost, FY 2015-2029

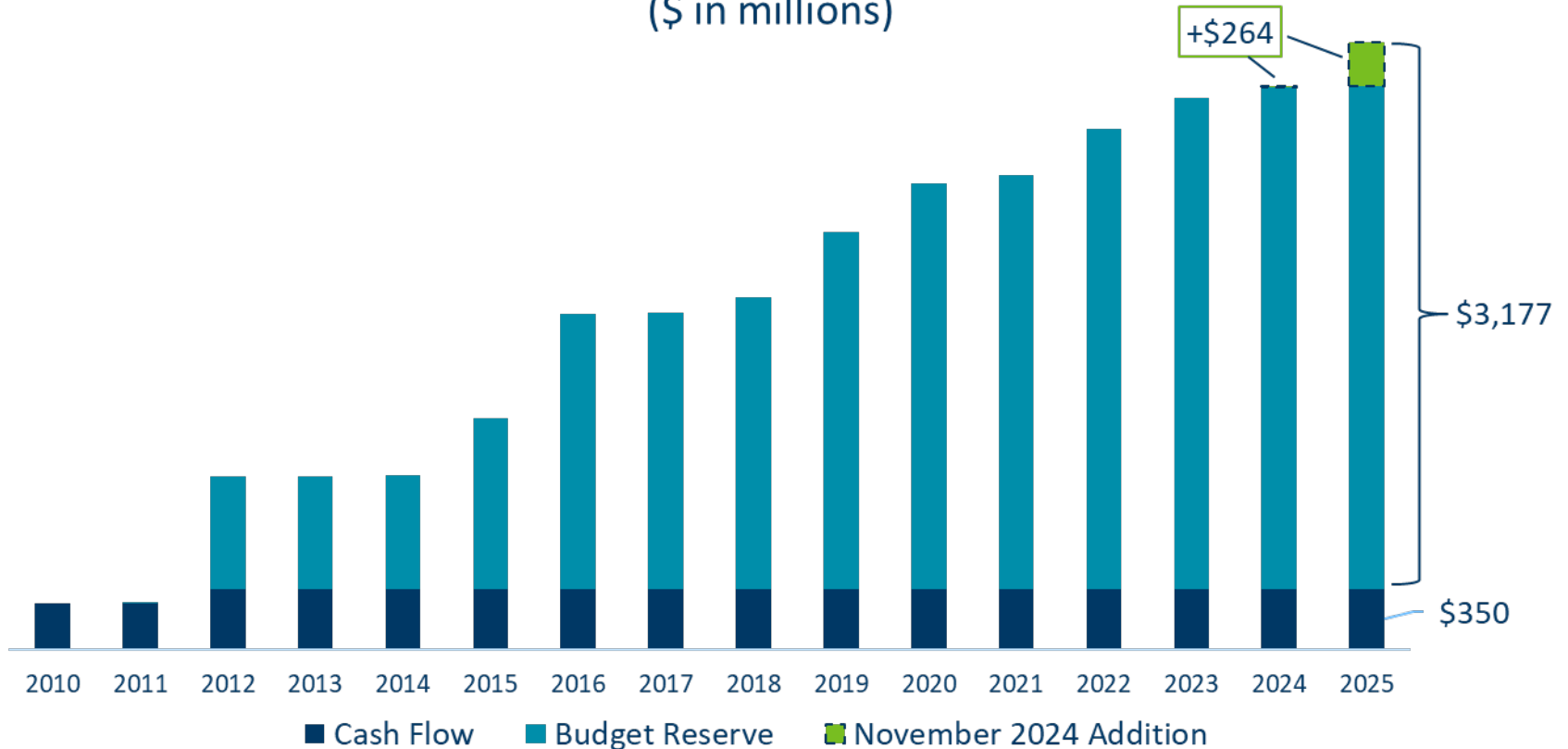


Long Term Budget Outlook

\$ in millions	FY 2026-27	FY 2028-29	Biennial Growth	Annualized % Growth
Forecast Revenues	\$63,853	\$67,612	\$3,758	2.8%
Total Forecast Spending	66,989	73,371	6,382	4.7
<i>Baseline Spending</i>	66,063	71,141	5,078	3.8
<i>Discretionary Inflation</i>	926	2,231	1,304	
Structural Balance	\$(3,136)	\$(5,759)		
<i>Structural Balance Without Discretionary Inflation</i>	\$(2,210)	(3,529)		

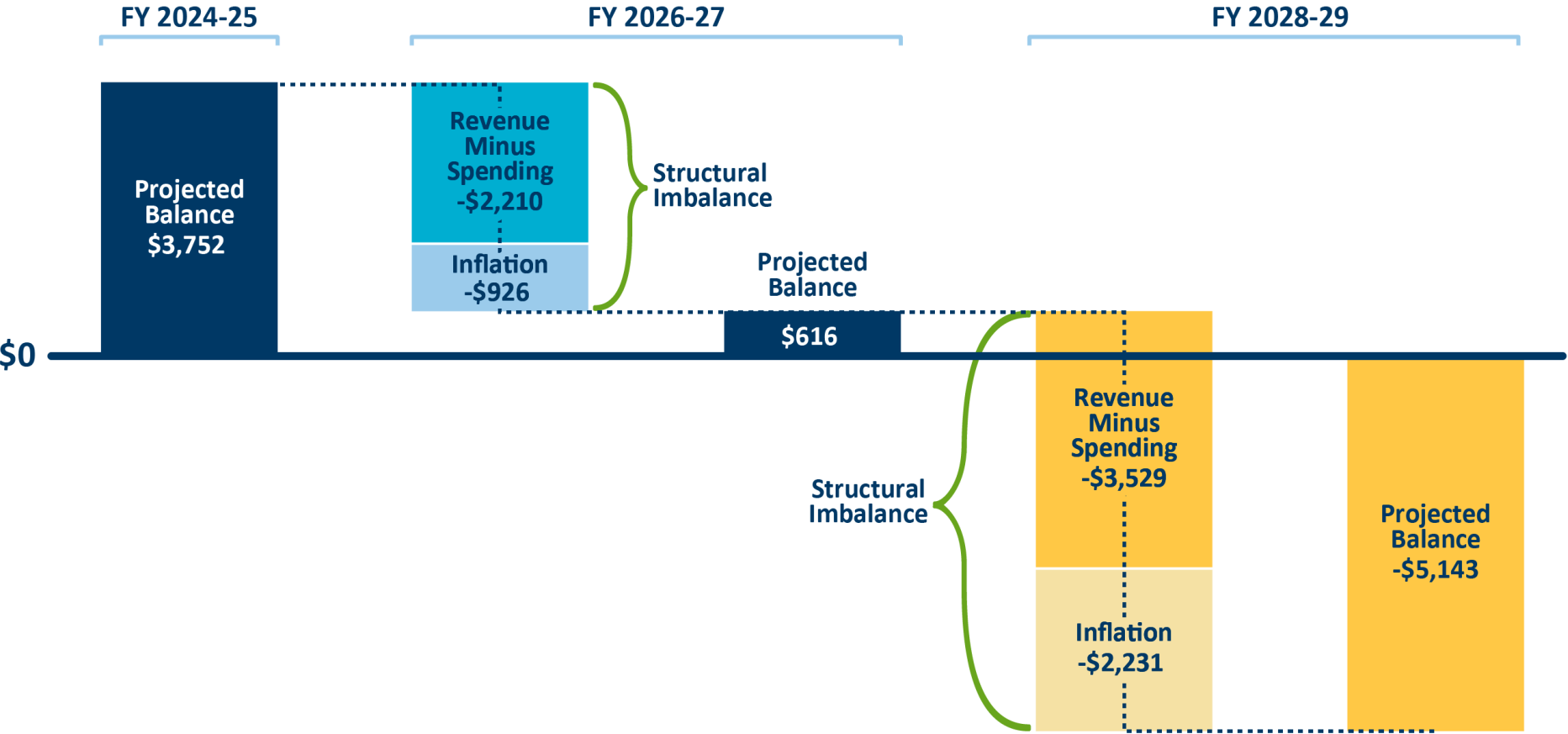
Reserves and Budget Stability

General Fund Reserves, FY 2010-25
(\$ in millions)



Fiscal Snapshot: Forecast Horizon FY 2024 through FY 2029

(\$ millions)





BUDGET AND ECONOMIC FORECAST



NOVEMBER 2024

Produced by Minnesota Management and Budget

