



CITY COUNCIL REGULAR AGENDA

MONDAY, APRIL 01, 2024

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

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. ADDITIONS OR CORRECTIONS TO AGENDA**
- 5. DISCUSSION FROM THE FLOOR**
- 6. CONSENT AGENDA**
 - [A.](#) Approval of Minutes - March 18, 2024 City Council Work Session
 - [B.](#) Mayor's Proclamation - Administrative Professionals Day - April 24, 2024
 - [C.](#) Request for Contractor's Payment #2 - City Hall Renovation/Expansion Project - \$340,152.25
 - [D.](#) Public Right of Way Application - Comcast Cable
 - [E.](#) Public Right of Way Application - Comcast Cable
 - [F.](#) Public Right of Way Application - Comcast Cable
 - [G.](#) Contractor's Licenses
 - [H.](#) Sign Permits
- 7. PUBLIC HEARINGS**
 - [A.](#) Rental License Revocation for Certain Property Located at 857 81st Avenue NE
- 8. DEPARTMENT REPORTS**
 - [A.](#) Public Works Report
 - [B.](#) Code Enforcement Report
- 9. ORDINANCES AND/OR RESOLUTIONS**
 - [A.](#) Ordinance 493, Amending SLPC 16.64.040, Appendix D: Schedule of Permitted Uses by District
 - [B.](#) Resolution 2024-29, Authorizing Summary Publication of Ordinance 493, An Ordinance Amending SLPC 16.64.040, Appendix D: Schedule of Permitted Uses by District
 - [C.](#) Resolution 2024-30, Approving Conditional Use Permit for an Auto Repair/Transportation Company at 970 County Hwy 10 NE
- 10. NEW BUSINESS**
 - [A.](#) Approval of Quality Assurance Testing Proposal - 2024 Street Improvement Project
 - [B.](#) July 5, 2024 City Hall Closure
- 11. OTHER**
 - [A.](#) Correspondence
- 12. REPORTS**

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

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

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

13. ADJOURN

RULES FOR DISCUSSION FROM THE FLOOR AND PUBLIC HEARINGS

DISCUSSION FROM THE FLOOR

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

PUBLIC HEARINGS

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

The following format will be used to conduct the hearing:

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

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

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

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council Work Session was held on March 18, 2024 at the Able Park Building, 8200 Able Street NE, Spring Lake Park, at 5:30 PM.

1. CALL TO ORDER

MEMBERS PRESENT

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

STAFF PRESENT

Administrator Daniel Buchholtz

GUESTS

Karen Skepper, Anoka County HRA

2. DISCUSSION ITEMS

A. Anoka County Housing Study Presentation

Karen Skepper, Anoka County Director of Community and Government Relations, presented the findings of the Anoka County Housing Study. She reported that the study highlighted the county's robust growth over the last decade, persistent labor shortages, a tight rental market, and a dramatic increase in home prices. She stated the study projected strong demand for housing through 2030, with an estimated need for over 18,000 new housing units. She presented recommendations for the City of Spring Lake Park, noting that the Spring Lake Park market could support 44 single family and 54 multi-family owner-occupied units, 261 rental units and 338 senior housing units between 2023 and 2030. She noted that with the City being fully developed, the majority of this growth would come through redevelopment.

Councilmembers asked questions which lead to discussions about different types of housing, such as workforce and affordable housing; the impacts of the recent National Association of Realtors settlement governing real estate commissions; and new housing trends. Councilmembers raised concerns regarding dramatic increases in rent in the City's affordable housing stock and the potential need for more affordable and subsidized housing units. Ms. Skepper concluded the item by leading a discussion on ways to encourage housing developments, including through public-private partnerships and utilizing newly available affordable housing funding.

B. Discussion of Allina Service Reductions at Mercy Hospital – Unity Campus

Administrator Buchholtz reported that the City has learned about planned service reductions at Mercy Hospital – Unity Campus. He stated that the service changes included moving all intensive care units and surgeries to Mercy Hospital in Coon Rapids, with Unity Campus focusing on addiction and mental health services. He noted that Mayor Nelson sent a letter expressing the City's concerns about the planned service reduction was sent to the President of Mercy Hospital. Buchholtz stated that he and Mayor Nelson would be meeting with Mercy Hospital President Michael Johnston on Tuesday, March 19 to express the City's concerns.

Councilmembers expressed concerns about the future of hospital services at Mercy Hospital-Unity Campus. Councilmembers requested that Administrator Buchholtz and Mayor Nelson advocate for continued investment and services at the Unity Campus.

3. REPORT

A. Council Reports – No reports.

B. Administrator Report – no report.

4. ADJOURN

Mayor Nelson declared the meeting adjourned at 6:35pm.

Robert Nelson, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer



MAYOR'S PROCLAMATION
ADMINISTRATIVE PROFESSIONALS DAY
APRIL 24, 2024

WHEREAS, administrative professionals, including administrative assistants, office assistants, receptionists, billing clerks, finance specialists, deputy clerks and other administrative support staff, make up one of the largest segments of the labor force in America; and

WHEREAS, administrative professionals play an essential role in coordinating the office operations of businesses, government agencies, educational institutions and other organizations; and

WHEREAS, the work of administrative professionals today requires advanced knowledge and expertise in communications, computer software, office technology, project management, organization, customer service and other vital office management responsibilities; and

WHEREAS, Administrative Professionals Day is observed annually in workplaces around the world to recognize the important contributions of administrative staff, and

WHEREAS, we recognize the importance and contributions of highly skilled administrative professionals to the success of office operations.

NOW, THEREFORE, I, Robert Nelson, Mayor of the City of Spring Lake Park, do hereby proclaim April 24, 2024 as

ADMINISTRATIVE PROFESSIONALS DAY

in the City of Spring Lake Park and do hereby recognize and appreciate these administrative professionals and their valuable contributions in the workplace and support their continued professional growth.

Dated this 1st day of April, two thousand twenty-four.

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, City Clerk

Stantec Architecture Inc.

733 Marquette Avenue Suite 1000, Minneapolis MN 55402-2309
Phone: (612) 712-2000

To:	Dan Buchholtz	From:	Bruce Paulson
Company:	City of Spring Lake Park	<input type="checkbox"/>	For Your Information
Address:	1301 81st Avenue NE Spring Lake Park, MN 55432	<input checked="" type="checkbox"/>	For Your Approval
Phone:	(763) 792-7211	<input checked="" type="checkbox"/>	For Your Review
		<input type="checkbox"/>	As Requested
Date:	March 25, 2024		
File:	193806049		
Delivery:	Email		

Reference: Spring Lake Park City Hall Renovation/Expansion Application and Certificate for Payment

Attachment:

Copies	Doc Date	Pages	Description
1	3/31/2023	12	Application and Certificate for Payment No. 2

Hi Dan,

Please have the attached copy signed and then it can be scanned and emailed to Heather Clay at heather.clay@constructionresults.com and to me. Thank you.

Respectfully yours,

Stantec Architecture Inc.



Bruce P. Paulson

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

c. File



Project: Spring Lake Park City Hall Renovation/Expansion	Date: March 25, 2024
For Period: 3/1/2024 to 3/31/2024	Request No 2
Contractor: Construction Results Corp., 5465 Hwy 169 North, Plymouth, MN 55442	

CONTRACTOR'S REQUEST FOR PAYMENT
 SPRING LAKE PARK CITY HALL RENOVATION/EXPANSION PROJECT
 CITY OF SPRING LAKE PARK
 SPRING LAKE PARK, MINNESOTA
 STANTEC FILE NO. 19386049

SUMMARY

1	Original Contract Amount		\$	<u>5,955,690.00</u>
2	Change Order - Addition	\$	<u>0.00</u>	
3	Change Order - Deduction	\$	<u>0.00</u>	
4	Revised Contract Amount		\$	<u>5,955,690.00</u>
5	Value Completed to Date		\$	<u>869,360.00</u>
6	Material on Hand		\$	<u>0.00</u>
7	Amount Earned		\$	<u>869,360.00</u>
8	Less Retainage 5%		\$	<u>43,468.00</u>
9	Subtotal		\$	<u>825,892.00</u>
10	Less Amount Paid Previously		\$	<u>485,739.75</u>
11	Liquidated damages -		\$	<u>0.00</u>
12	AMOUNT DUE THIS REQUEST FOR PAYMENT NO. <u>2</u>		\$	<u><u>340,152.25</u></u>

Recommended for Approval by:
STANTEC ARCHITECTURE INC.

See attached for signature _____

Approved by Contractor:
CONSTRUCTION RESULTS CORPORATION

See attached for signature _____

Approved by Owner:
CITY OF SPRING LAKE PARK

Specified Contract Completion Date:
June 27, 2025

Date:



AIA Document G702 - 1992

Application and Certificate for Payment

TO OWNER: City of Spring Lake Park
1301 81st Avenue Northeast
Spring Lake Park, MN 55432

PROJECT: 7088-Spring Lake Park City Hall
Renovation - Expansion

APPLICATION NO: 002
PERIOD TO: March 31, 2024

FROM: Construction Results Corp
CONTRACTOR: 5465 Hwy 169 North
Plymouth, MN 55442

VIA ARCHITECT: Spring Lake Park, MN 55432
Stantec Consulting Services Inc.
13980 Collections Center Dr
Chicago, IL 60693

Distribution to:
OWNER:
ARCHITECT:
CONTRACTOR:
FIELD:
OTHER:

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. AIA Document G703[®], Continuation Sheet, is attached.

- 1. ORIGINAL CONTRACT SUM \$5,955,690.00
- 2. NET CHANGE BY CHANGE ORDERS \$0.00
- 3. CONTRACT SUM TO DATE (Line 1 ± 2) \$5,955,690.00
- 4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$869,360.00
- 5. RETAINAGE:
 - a. 5.00 % of Completed Work (Column D + E on G703) \$43,468.00
 - b. 0 % of Stored Material (Column F on G703) \$0.00

CONTRACTOR: *[Signature]* Date: 3/25/24
By: *[Signature]*
State of: Minnesota
County of: Hennepin
Subscribed and sworn to before me this 25TH day of MARCH 2024
Notary Public - Cindy Ladyka
My Commission expires: 01-31-2027



- 6. TOTAL EARNED LESS RETAINAGE \$43,468.00
- (Line 4 Less Line 5 Total)
- 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT \$485,739.75
- (Line 6 from prior Certificate)
- 8. CURRENT PAYMENT DUE \$340,152.25
- 9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6) \$5,129,798.00

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$340,152.25
(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT: *[Signature]* Date: March 25, 2024
By: *[Signature]*

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$0.00	\$0.00
Total approved this Month	\$0.00	\$0.00
TOTALS	\$0.00	\$0.00
NET CHANGES by Change Order		\$0.00

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AIA Document G703® - 1992

Continuation Sheet

AIA Document G702®, Application and Certification for Payment, or G732™, Application and Certificate for Payment, Construction Manager as Adviser Edition, containing Contractor's signed certification is attached.
Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 002
 APPLICATION DATE: March 31, 2024
 PERIOD TO: March 31, 2024
 ARCHITECT'S PROJECT NO: Stantec Consulting Services Inc.

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD			TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G ÷ C)		
1	Mobilization	138,000.00	138,000.00	0.00	0.00	0.00	138,000.00	100.00%	0.00	6,900.00
2	Demobilization	30,000.00	0.00	0.00	0.00	0.00	0.00	0.00%	30,000.00	0.00
3	Bonds & Insurance	85,000.00	85,000.00	0.00	0.00	0.00	85,000.00	100.00%	0.00	4,250.00
4	Procure	15,000.00	9,500.00	1,025.00	0.00	0.00	10,525.00	70.17%	4,475.00	526.25
5	Contracts	15,000.00	15,000.00	0.00	0.00	0.00	15,000.00	100.00%	0.00	750.00
6	Project Start up	26,000.00	26,000.00	0.00	0.00	0.00	26,000.00	100.00%	0.00	1,300.00
7	General Conditions	310,000.00	31,000.00	29,850.00	0.00	0.00	60,850.00	19.63%	249,150.00	3,042.50
8	Consumables	65,000.00	15,000.00	10,200.00	0.00	0.00	25,200.00	38.77%	39,800.00	1,260.00
9	Site Clean up/ General Clean up	10,000.00	2,000.00	1,020.00	0.00	0.00	3,020.00	30.20%	6,980.00	151.00
10	Equipment	35,550.00	12,500.00	8,500.00	0.00	0.00	21,000.00	59.07%	14,550.00	1,050.00
11	Site Survey / Staking	8,000.00	0.00	8,000.00	0.00	0.00	8,000.00	100.00%	0.00	400.00
12	Site Demolition	16,000.00	16,000.00	0.00	0.00	0.00	16,000.00	100.00%	0.00	800.00
13	Earthwork - Excavation	16,000.00	10,000.00	2,500.00	0.00	0.00	12,500.00	78.13%	3,500.00	625.00
14	Earthwork - Aggregate base Grading	13,000.00	0.00	0.00	0.00	0.00	0.00	0.00%	13,000.00	0.00
15	Earthwork - Final Grading	2,000.00	0.00	0.00	0.00	0.00	0.00	0.00%	2,000.00	0.00
16	Earthwork - Equipment	10,256.00	10,256.00	0.00	0.00	0.00	10,256.00	100.00%	0.00	512.80
17	Bituminous Paving - Labor	11,000.00	0.00	0.00	0.00	0.00	0.00	0.00%	11,000.00	0.00
18	Bituminous Paving - Materials	8,375.00	0.00	0.00	0.00	0.00	0.00	0.00%	8,375.00	0.00
19	Landscaping - Labor	2,481.00	0.00	0.00	0.00	0.00	0.00	0.00%	2,481.00	0.00
20	Landscaping - Materials	1,395.00	0.00	0.00	0.00	0.00	0.00	0.00%	1,395.00	0.00
21	Dust Protection - Labor	13,112.00	5,250.00	1,200.00	0.00	0.00	6,450.00	49.19%	6,662.00	322.50
22	Dust Protection -	7,250.00	3,590.00	650.00	0.00	0.00	4,240.00	58.48%	3,010.00	212.00

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A	B	C	D		E	F	G		H	I
			SCHEDULED VALUE	WORK COMPLETED FROM PREVIOUS APPLICATION (D + E)			THIS PERIOD	MATERIALS PRESENTLY STORED (NOT IN D OR E)		
	Material									
23	Demolition - Labor	137,000.00	47,500.00	34,000.00	0.00	81,500.00	59.49%	55,500.00	4,075.00	
24	Demolition - Material	1,500.00	750.00	150.00	0.00	900.00	60.00%	600.00	45.00	
25	Demolition - Equipment	2,500.00	1,200.00	500.00	0.00	1,700.00	68.00%	800.00	85.00	
26	Cast in Place Curb & Gutter - Labor	5,000.00	0.00	0.00	0.00	0.00	0.00%	5,000.00	0.00	
27	Cast in Place Curb & Gutter - Material	2,551.00	0.00	0.00	0.00	0.00	0.00%	2,551.00	0.00	
28	Cast in Place Exterior Concrete - Labor	12,000.00	0.00	0.00	0.00	0.00	0.00%	12,000.00	0.00	
29	Cast in Place Exterior Concrete - Material	5,000.00	0.00	0.00	0.00	0.00	0.00%	5,000.00	0.00	
30	Cast in Place Interior Concrete - Mobilization	2,500.00	0.00	0.00	0.00	0.00	0.00%	2,500.00	0.00	
31	Cast in Place Interior Concrete - Labor	96,300.00	0.00	0.00	0.00	0.00	0.00%	96,300.00	0.00	
32	Cast in Place Interior Concrete - Material	53,200.00	0.00	0.00	0.00	0.00	0.00%	53,200.00	0.00	
33	Concrete Reinforcement - Labor	3,000.00	0.00	2,500.00	0.00	2,500.00	83.33%	500.00	125.00	
34	Concrete Reinforcement - Material	9,174.00	9,174.00	0.00	0.00	9,174.00	100.00%	0.00	458.70	
35	Architectural / Hollow Core Precast Concrete - Engineering	10,380.00	10,380.00	0.00	0.00	10,380.00	100.00%	0.00	519.00	
36	Architectural / Hollow Core Precast Concrete - Labor	31,426.00	0.00	0.00	0.00	0.00	0.00%	31,426.00	0.00	
37	Architectural / Hollow Core Precast Concrete - Material	41,806.00	2,100.00	0.00	0.00	2,100.00	5.02%	39,706.00	105.00	
38	Architectural / Hollow Core Precast Concrete -	9,296.00	0.00	0.00	0.00	0.00	0.00%	9,296.00	0.00	

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A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)				TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G÷C)		
	Logistics									
39	Architectural / Hollow Core Precast Concrete - Erection	74,902.00	0.00	0.00	0.00	0.00	0.00	0.00%	74,902.00	0.00
40	Architectural / Hollow Core Precast Concrete - Caulking	5,190.00	0.00	0.00	0.00	0.00	0.00	0.00%	5,190.00	0.00
41	Masonry - Mobilization	18,500.00	9,500.00	1,200.00	0.00	0.00	10,700.00	57.84%	7,800.00	535.00
42	Masonry - Labor	267,900.00	0.00	32,050.00	0.00	0.00	32,050.00	11.96%	235,850.00	1,602.50
43	Masonry - Material	150,916.00	0.00	28,500.00	0.00	0.00	28,500.00	18.88%	122,416.00	1,425.00
44	Masonry - Equipment	12,513.00	2,600.00	4,500.00	0.00	0.00	7,100.00	56.74%	5,413.00	355.00
45	Structural Steel - Detailing / Submittals	2,880.00	2,880.00	0.00	0.00	0.00	2,880.00	100.00%	0.00	144.00
46	Structural Steel - Labor	19,000.00	0.00	0.00	0.00	0.00	0.00	0.00%	19,000.00	0.00
47	Structural Steel - Material	56,760.00	0.00	0.00	0.00	0.00	0.00	0.00%	56,760.00	0.00
48	Miscellaneous Metals - Labor	14,000.00	0.00	0.00	0.00	0.00	0.00	0.00%	14,000.00	0.00
49	Miscellaneous Metals - Material	52,680.00	0.00	0.00	0.00	0.00	0.00	0.00%	52,680.00	0.00
50	Structural Steel - Delivery	1,580.00	0.00	0.00	0.00	0.00	0.00	0.00%	1,580.00	0.00
51	Metal Fabrications / Mesh Guarding System - Labor	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00%	5,000.00	0.00
52	Metal Fabrications / Mesh Guarding System - Material	21,469.00	0.00	0.00	0.00	0.00	0.00	0.00%	21,469.00	0.00
53	Rough Carpentry - Labor	65,000.00	4,575.00	29,250.00	0.00	0.00	33,825.00	52.04%	31,175.00	1,691.25
54	Rough Carpentry - Material	8,743.00	1,150.00	2,200.00	0.00	0.00	3,350.00	38.32%	5,393.00	167.50
55	Finish Carpentry -	40,000.00	0.00	0.00	0.00	0.00	0.00	0.00%	40,000.00	0.00

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A	B	C	D		E	F	G		H	I
			WORK COMPLETED FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD			MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)		
	Labor									
56	Finish Carpentry - Materials	4,000.00	0.00	0.00	0.00	0.00	0.00	0.00%	4,000.00	0.00
57	Solid Surface Fabrications / Casework - Labor	15,000.00	0.00	0.00	0.00	0.00	0.00	0.00%	15,000.00	0.00
58	Solid Surface Fabrications / Casework - Material	56,005.00	0.00	0.00	0.00	0.00	0.00	0.00%	56,005.00	0.00
59	Bituminous Damproofing - Labor	3,750.00	0.00	0.00	0.00	0.00	0.00	0.00%	3,750.00	0.00
60	Bituminous Damproofing - Material	4,186.00	0.00	0.00	0.00	0.00	0.00	0.00%	4,186.00	0.00
61	Insulation - Labor	2,000.00	0.00	0.00	0.00	0.00	0.00	0.00%	2,000.00	0.00
62	Insulation - Material	1,200.00	0.00	0.00	0.00	0.00	0.00	0.00%	1,200.00	0.00
63	Joint Sealants - Labor	9,784.00	0.00	0.00	0.00	0.00	0.00	0.00%	9,784.00	0.00
64	Joint Sealants - Material	2,200.00	0.00	0.00	0.00	0.00	0.00	0.00%	2,200.00	0.00
65	Aluminum Composite Panels - Submittals	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	100.00%	0.00	75.00
66	Aluminum Composite Panels - Labor	39,129.00	0.00	0.00	0.00	0.00	0.00	0.00%	39,129.00	0.00
67	Aluminum Composite Panels - Material	29,017.00	0.00	0.00	0.00	0.00	0.00	0.00%	29,017.00	0.00
68	Thermoplastic Polyolefin Roofing - Submittals	1,200.00	0.00	0.00	0.00	0.00	0.00	0.00%	1,200.00	0.00
69	Thermoplastic Polyolefin Roofing - Mobilization	4,150.00	0.00	4,150.00	0.00	0.00	4,150.00	100.00%	0.00	207.50
70	Thermoplastic Polyolefin Roofing - Labor	95,545.00	0.00	0.00	0.00	0.00	0.00	0.00%	95,545.00	0.00
71	Thermoplastic	273,250.00	0.00	0.00	0.00	0.00	0.00	0.00%	273,250.00	0.00

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A	B	C	D		E	F	G		H	I
			WORK COMPLETED FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD			MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)		
	Polyolefin Roofing - Material									
	Thermoplastic Polyolefin Roofing - Equipment	5,850.00	0.00	2,450.00	0.00	0.00	2,450.00	41.88%	3,400.00	122.50
72	Hollow Metal Frames - Labor	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00%	5,000.00	0.00
73	Hollow Metal Frames - Material	62,757.00	0.00	0.00	0.00	0.00	0.00	0.00%	62,757.00	0.00
74	Wood / Hollow Metal Doors - Labor	9,000.00	0.00	0.00	0.00	0.00	0.00	0.00%	9,000.00	0.00
75	Wood / Hollow Metal Doors - Material	21,759.00	0.00	0.00	0.00	0.00	0.00	0.00%	21,759.00	0.00
76	Finish Hardware - Labor	16,000.00	0.00	0.00	0.00	0.00	0.00	0.00%	16,000.00	0.00
77	Finish Hardware - Materials	89,093.00	0.00	0.00	0.00	0.00	0.00	0.00%	89,093.00	0.00
78	Detention Doors - Shop Drawings / Submittals	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00%	1,000.00	0.00
79	Detention Doors - Labor	2,500.00	0.00	0.00	0.00	0.00	0.00	0.00%	2,500.00	0.00
80	Detention Doors - Material	12,650.00	0.00	0.00	0.00	0.00	0.00	0.00%	12,650.00	0.00
81	Upward Acting Sectional Doors - Labor	26,425.00	0.00	0.00	0.00	0.00	0.00	0.00%	26,425.00	0.00
82	Upward Acting Sectional Doors - Material	55,227.00	0.00	0.00	0.00	0.00	0.00	0.00%	55,227.00	0.00
83	Aluminum Storefront - Submittals	14,275.00	6,500.00	5,750.00	0.00	0.00	12,250.00	85.81%	2,025.00	612.50
84	Aluminum Storefront - Shop Drawings	5,259.00	0.00	2,850.00	0.00	0.00	2,850.00	54.19%	2,409.00	142.50
85	Storefront Bullet Resistant & Hardware - Labor	51,388.00	0.00	0.00	0.00	0.00	0.00	0.00%	51,388.00	0.00

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD			TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G÷C)		
87	Storefront - Material	109,867.00	0.00	0.00	0.00	0.00	0.00	0.00%	109,867.00	0.00
88	Bullet Resistant Framing - Material	42,918.00	0.00	0.00	0.00	0.00	0.00	0.00%	42,918.00	0.00
89	Storefront / Door Glazing - Labor	12,113.00	0.00	0.00	0.00	0.00	0.00	0.00%	12,113.00	0.00
90	Storefront / Door Glazing - Material	29,926.00	0.00	0.00	0.00	0.00	0.00	0.00%	29,926.00	0.00
91	Bullet Resistant Glazing - Labor	1,686.00	0.00	0.00	0.00	0.00	0.00	0.00%	1,686.00	0.00
92	Bullet Resistant Glazing - Material	1,028.00	0.00	0.00	0.00	0.00	0.00	0.00%	1,028.00	0.00
93	Aluminum Door Hardware / Auto Opener - Material	75,552.00	0.00	0.00	0.00	0.00	0.00	0.00%	75,552.00	0.00
94	Aluminum Storefront Equipment	7,566.00	0.00	0.00	0.00	0.00	0.00	0.00%	7,566.00	0.00
95	Metal Wall Louvers - Labor	2,050.00	0.00	0.00	0.00	0.00	0.00	0.00%	2,050.00	0.00
96	Metal Wall Louvers - Material	2,143.00	0.00	0.00	0.00	0.00	0.00	0.00%	2,143.00	0.00
97	Gypsum Board Assemblies - Summittals	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	100.00%	0.00	50.00
98	Cold Formed Metal Framing - Labor	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00%	10,000.00	0.00
99	Cold Formed Metal Framing - Material	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00%	10,000.00	0.00
100	Gypsum Drywall - Labor	190,200.00	0.00	0.00	0.00	0.00	0.00	0.00%	190,200.00	0.00
101	Gypsum Drywall - Material	126,700.00	0.00	0.00	0.00	0.00	0.00	0.00%	126,700.00	0.00
102	Ceramic Tile - Labor	61,464.00	0.00	0.00	0.00	0.00	0.00	0.00%	61,464.00	0.00
103	Ceramic Tile - Material	53,870.00	0.00	0.00	0.00	0.00	0.00	0.00%	53,870.00	0.00
104	Acoustical Ceilings -	28,990.00	0.00	0.00	0.00	0.00	0.00	0.00%	28,990.00	0.00

A	B	C	D		E	F	G		H	I
			DESCRIPTION OF WORK	SCHEDULED VALUE			WORK COMPLETED FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		
	Labor									
105	Acoustical Ceilings - Material	36,700.00	0.00	0.00	0.00	0.00	0.00	0.00%	36,700.00	0.00
106	Vinyl Base - Labor	500.00	0.00	0.00	0.00	0.00	0.00	0.00%	500.00	0.00
107	Vinyl Base - Material	400.00	0.00	0.00	0.00	0.00	0.00	0.00%	400.00	0.00
108	Carpet - Labor	13,000.00	0.00	0.00	0.00	0.00	0.00	0.00%	13,000.00	0.00
109	Carpet - Material	36,100.00	0.00	0.00	0.00	0.00	0.00	0.00%	36,100.00	0.00
110	Concrete Floor Sealer - Labor	1,100.00	0.00	0.00	0.00	0.00	0.00	0.00%	1,100.00	0.00
111	Concrete Floor Sealer - Material	5,950.00	0.00	0.00	0.00	0.00	0.00	0.00%	5,950.00	0.00
112	Painting - Labor	57,777.00	0.00	0.00	0.00	0.00	0.00	0.00%	57,777.00	0.00
113	Painting - Materials	8,000.00	0.00	0.00	0.00	0.00	0.00	0.00%	8,000.00	0.00
114	Concrete Floor Coating - Labor	5,840.00	0.00	0.00	0.00	0.00	0.00	0.00%	5,840.00	0.00
115	Concrete Floor Coating - Material	3,150.00	0.00	0.00	0.00	0.00	0.00	0.00%	3,150.00	0.00
116	Signs - Labor	1,500.00	0.00	0.00	0.00	0.00	0.00	0.00%	1,500.00	0.00
117	Signs - Material	4,938.00	0.00	0.00	0.00	0.00	0.00	0.00%	4,938.00	0.00
118	Interior Way Finding Allowance	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00%	10,000.00	0.00
119	Operable Partitions - Labor	4,000.00	0.00	0.00	0.00	0.00	0.00	0.00%	4,000.00	0.00
120	Operable Partitions - Material	15,950.00	0.00	0.00	0.00	0.00	0.00	0.00%	15,950.00	0.00
121	Stainless Steel Corner Guards - Labor	1,188.00	0.00	0.00	0.00	0.00	0.00	0.00%	1,188.00	0.00
122	Stainless Steel Corner Guards - Material	3,977.00	0.00	0.00	0.00	0.00	0.00	0.00%	3,977.00	0.00
123	Toilet Accessories - Labor	9,801.00	0.00	0.00	0.00	0.00	0.00	0.00%	9,801.00	0.00
124	Toilet Accessories - Material	7,408.00	0.00	0.00	0.00	0.00	0.00	0.00%	7,408.00	0.00

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A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)				TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G÷C)		
125	Adult Changing Stations - Labor	1,188.00	0.00	0.00	0.00	0.00	0.00	0.00%	1,188.00	0.00
126	Adult Changing Stations - Material	9,731.00	0.00	0.00	0.00	0.00	0.00	0.00%	9,731.00	0.00
127	Fire Protection Specialties - Labor	2,645.00	0.00	0.00	0.00	0.00	0.00	0.00%	2,645.00	0.00
128	Fire Protection Specialties - Material	2,645.00	0.00	0.00	0.00	0.00	0.00	0.00%	2,645.00	0.00
129	Heavy Duty Personnel Lockers - Labor	4,250.00	0.00	0.00	0.00	0.00	0.00	0.00%	4,250.00	0.00
130	Heavy Duty Personnel Lockers - Material	55,337.00	0.00	0.00	0.00	0.00	0.00	0.00%	55,337.00	0.00
131	Entrance Floor Mats & Frames - Submittals	200.00	0.00	0.00	0.00	0.00	0.00	0.00%	200.00	0.00
132	Entrance Floor Mats & Frames - Labor	1,800.00	0.00	0.00	0.00	0.00	0.00	0.00%	1,800.00	0.00
133	Entrance Floor Mats & Frames - Material	4,773.00	0.00	0.00	0.00	0.00	0.00	0.00%	4,773.00	0.00
134	Fire Suppression - Engineered Design Submittals	13,568.00	5,100.00	0.00	0.00	0.00	5,100.00	37.59%	8,468.00	255.00
135	Fire Suppression - Labor	67,840.00	0.00	0.00	0.00	0.00	0.00	0.00%	67,840.00	0.00
136	Fire Suppression - Material	88,192.00	0.00	0.00	0.00	0.00	0.00	0.00%	88,192.00	0.00
137	Plumbing Insulation - Labor	31,330.00	0.00	0.00	0.00	0.00	0.00	0.00%	31,330.00	0.00
138	Plumbing Insulation - Material	17,700.00	0.00	0.00	0.00	0.00	0.00	0.00%	17,700.00	0.00
139	Facility Water Distribution - Labor	32,420.00	0.00	8,550.00	0.00	0.00	8,550.00	26.37%	23,870.00	427.50
140	Facility Water Distribution - Material	36,565.00	0.00	5,850.00	0.00	0.00	5,850.00	16.00%	30,715.00	292.50

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			FROM PREVIOUS APPLICATION (D + E)				TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G÷C)		
141	Facility Sanitary Sewage - Labor	92,260.00	0.00	18,560.00	0.00	0.00	18,560.00	20.12%	73,700.00	928.00
142	Facility Sanitary Sewage - Material	99,275.00	0.00	0.00	0.00	0.00	0.00	0.00%	99,275.00	0.00
143	Domestic Water Heaters - Labor	2,250.00	0.00	0.00	0.00	0.00	0.00	0.00%	2,250.00	0.00
144	Domestic Water Heaters - Material	15,000.00	0.00	0.00	0.00	0.00	0.00	0.00%	15,000.00	0.00
145	Plumbing Fixtures - Labor	14,630.00	0.00	2,850.00	0.00	0.00	2,850.00	19.48%	11,780.00	142.50
146	Plumbing Fixtures - Material	82,550.00	0.00	0.00	0.00	0.00	0.00	0.00%	82,550.00	0.00
147	HVAC Testing Adjusting & Balancing - Labor	8,900.00	0.00	0.00	0.00	0.00	0.00	0.00%	8,900.00	0.00
148	Facility Natural Gas Piping - Labor	6,700.00	0.00	0.00	0.00	0.00	0.00	0.00%	6,700.00	0.00
149	Facility Natural Gas Piping - Material	6,950.00	0.00	0.00	0.00	0.00	0.00	0.00%	6,950.00	0.00
150	HVAC Ducts & Casings - Labor	39,830.00	0.00	5,850.00	0.00	0.00	5,850.00	14.69%	33,980.00	292.50
151	HVAC Ducts & Casings - Material	87,525.00	0.00	0.00	0.00	0.00	0.00	0.00%	87,525.00	0.00
152	HVAC Fans - Labor	3,560.00	0.00	0.00	0.00	0.00	0.00	0.00%	3,560.00	0.00
153	HVAC Fans - Material	18,245.00	0.00	0.00	0.00	0.00	0.00	0.00%	18,245.00	0.00
154	Air Outlets & Inlets - Labor	14,300.00	0.00	0.00	0.00	0.00	0.00	0.00%	14,300.00	0.00
155	Air Outlets & Inlets - Material	19,350.00	0.00	0.00	0.00	0.00	0.00	0.00%	19,350.00	0.00
156	Gas Fired Unit Heaters - Labor	5,125.00	0.00	0.00	0.00	0.00	0.00	0.00%	5,125.00	0.00
157	Gas Fired Unit Heaters - Material	21,270.00	0.00	0.00	0.00	0.00	0.00	0.00%	21,270.00	0.00

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)				TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G÷C)		
158	Packaged Outdoor HVAC Equipment - Labor	16,450.00	0.00	0.00	0.00	0.00	0.00	0.00%	16,450.00	0.00
159	Packaged Outdoor HVAC Equipment - Material	225,550.00	0.00	22,500.00	0.00	0.00	22,500.00	9.98%	203,050.00	1,125.00
160	Electrical Mobilization	35,000.00	22,000.00	13,000.00	0.00	0.00	35,000.00	100.00%	0.00	1,750.00
161	Electrical Demolition - Labor	15,000.00	2,800.00	8,500.00	0.00	0.00	11,300.00	75.33%	3,700.00	565.00
162	Electrical Demolition - Material	7,500.00	1,500.00	3,800.00	0.00	0.00	5,300.00	70.67%	2,200.00	265.00
163	Lighting Control - Labor	45,000.00	0.00	0.00	0.00	0.00	0.00	0.00%	45,000.00	0.00
164	Lighting Control - Labor	25,000.00	0.00	0.00	0.00	0.00	0.00	0.00%	25,000.00	0.00
165	Light Fixture - Labor	86,000.00	0.00	0.00	0.00	0.00	0.00	0.00%	86,000.00	0.00
166	Light Fixture - Material	231,000.00	0.00	0.00	0.00	0.00	0.00	0.00%	231,000.00	0.00
167	Mechanical Power - Labor	32,750.00	0.00	8,000.00	0.00	0.00	8,000.00	24.43%	24,750.00	400.00
168	Mechanical Power - Material	36,000.00	0.00	9,200.00	0.00	0.00	9,200.00	25.56%	26,800.00	460.00
169	Panels / Feeder - Labor	43,000.00	0.00	9,500.00	0.00	0.00	9,500.00	22.09%	33,500.00	475.00
170	Panels / Feeder - Material	122,000.00	0.00	14,350.00	0.00	0.00	14,350.00	11.76%	107,650.00	717.50
171	Branch Circuit Devices - Labor	65,000.00	0.00	9,250.00	0.00	0.00	9,250.00	14.23%	55,750.00	462.50
172	Branch Circuit Devices - Material	30,000.00	0.00	5,300.00	0.00	0.00	5,300.00	17.67%	24,700.00	265.00
173	Fire Alarm - Labor	23,000.00	0.00	0.00	0.00	0.00	0.00	0.00%	23,000.00	0.00
174	Fire Alarm - Material	17,000.00	0.00	0.00	0.00	0.00	0.00	0.00%	17,000.00	0.00
			0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
			0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
	GRAND TOTAL	\$5,955,690.00	\$511,305.00	\$358,055.00	\$0.00	\$869,360.00	\$5,086,330.00	14.60%	\$5,086,330.00	\$43,468.00

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CITY OF SPRING LAKE PARK
 1301 Eighty-First Avenue N.E.
 Spring Lake Park, MN 55432
 Ph: 763-784-6491 Fax: 763-792-7257

PUBLIC RIGHT-OF-WAY APPLICATION

NAME/COMPANY: Comcast Cable

GOPHER 1-CALL REG. NO.: 30749

ADDRESS: 4255 Lexington Ave N, Arden Hills, MN 55126

PHONE: 763-238-9446

FAX:

E-MAIL ADDRESS: Dsherer@DD-service.com

NAME OF REPRESENTATIVE: Dillinger Sherer

REPRESENTATIVE PHONE NO'S.: 763-238-9446

DESCRIPTION OF PROPOSED WORK: including a start date and completion date:
 Directional drill (1) 2" duct 293' in city row to replace damaged Comcast cable

START DATE: 3/20/24

COMPLETION DATE: 3/20/25

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

EXPLANATION OF RESTORATION: Too its original state or better

George Loungier
 Dillinger Sherer

Authorized Representative Signature

3/28/24

3/19/24

Date

FOR OFFICE USE ONLY

- PROOF OF CERTIFICATE OF INSURANCE:
- SCALED DRAWING SHOWING LOCATION
- COPY OF INSURANCE POLICIES
 (If Corporation; from Secretary of State)

VERIFICATION DATE:

- LETTER OF CREDIT OR CONST. BOND
- COPY OF CERTIFICATE OF AUTHORITY
 (From M.P.U.C., State, or Federal Agency)

- PERMIT FEES:**
- Excavation Hole - \$150.00
 - Trench - \$70.00/100'+Hole fee

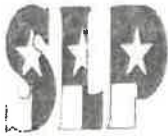
- Emergency Hole - \$55.00
- Obstruction Fee - \$50.00+.05/Ft.

Receipt No.:

Date:

Initials:

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



CITY OF SPRING LAKE PARK
 1301 Eighty-First Avenue N.E.
 Spring Lake Park, MN 55432
 Ph: 763-784-6491 Fax: 763-792-7257

PUBLIC RIGHT-OF-WAY APPLICATION

JB 1745000

NAME/COMPANY: Comcast Cable

GOPHER 1-CALL REG. NO.:

ADDRESS: 4255 Lexington Ave N, Arden Hills, MN 55126

PHONE: 763-238-9446 FAX:

E-MAIL ADDRESS: Dsherer@DD-service.com

NAME OF REPRESENTATIVE: Dillinger Sherer

REPRESENTATIVE PHONE NO'S: 763-238-9446

DESCRIPTION OF PROPOSED WORK: including a start date and completion date:

directional bore (1) 2" duct 163' in city row, route will continue onto private property

START DATE: 3/19/24 COMPLETION DATE: 3/19/25

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

EXPLANATION OF RESTORATION:

Dillinger Sherer
 Dillinger Sherer
 Authorized Representative Signature

3/28/24
 3/18/24

Date

FOR OFFICE USE ONLY

- | | |
|--|--|
| <input type="checkbox"/> PROOF OF CERTIFICATE OF INSURANCE: | VERIFICATION DATE: |
| <input type="checkbox"/> SCALED DRAWING SHOWING LOCATION | <input type="checkbox"/> LETTER OF CREDIT OR CONST. BOND |
| <input type="checkbox"/> COPY OF INSURANCE POLICIES
(If Corporation; from Secretary of State) | <input type="checkbox"/> COPY OF CERTIFICATE OF AUTHORITY
(From M.P.U.C., State, or Federal Agency) |

- PERMIT FEES: Excavation Hole - \$150.00 Emergency Hole - \$55.00
 Trench - \$70.00/100'+Hole fee Obstruction Fee - \$50.00+.05/Ft.

Receipt No.: Date: Initials:

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





CITY OF SPRING LAKE PARK
 1301 Eighty-First Avenue N.E.
 Spring Lake Park, MN 55432
 Ph: 763-784-6491 Fax: 763-792-7257

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EXPLANATION OF RESTORATION:

[Handwritten Signature]
 Authorized Representative Signature

3/28/24
 Date

FOR OFFICE USE ONLY

- | | |
|--|--|
| <input type="checkbox"/> PROOF OF CERTIFICATE OF INSURANCE: | VERIFICATION DATE: _____ |
| <input type="checkbox"/> SCALED DRAWING SHOWING LOCATION | <input type="checkbox"/> LETTER OF CREDIT OR CONST. BOND |
| <input type="checkbox"/> COPY OF INSURANCE POLICIES
(If Corporation; from Secretary of State) | <input type="checkbox"/> COPY OF CERTIFICATE OF AUTHORITY
(From M.P.U.C., State, or Federal Agency) |

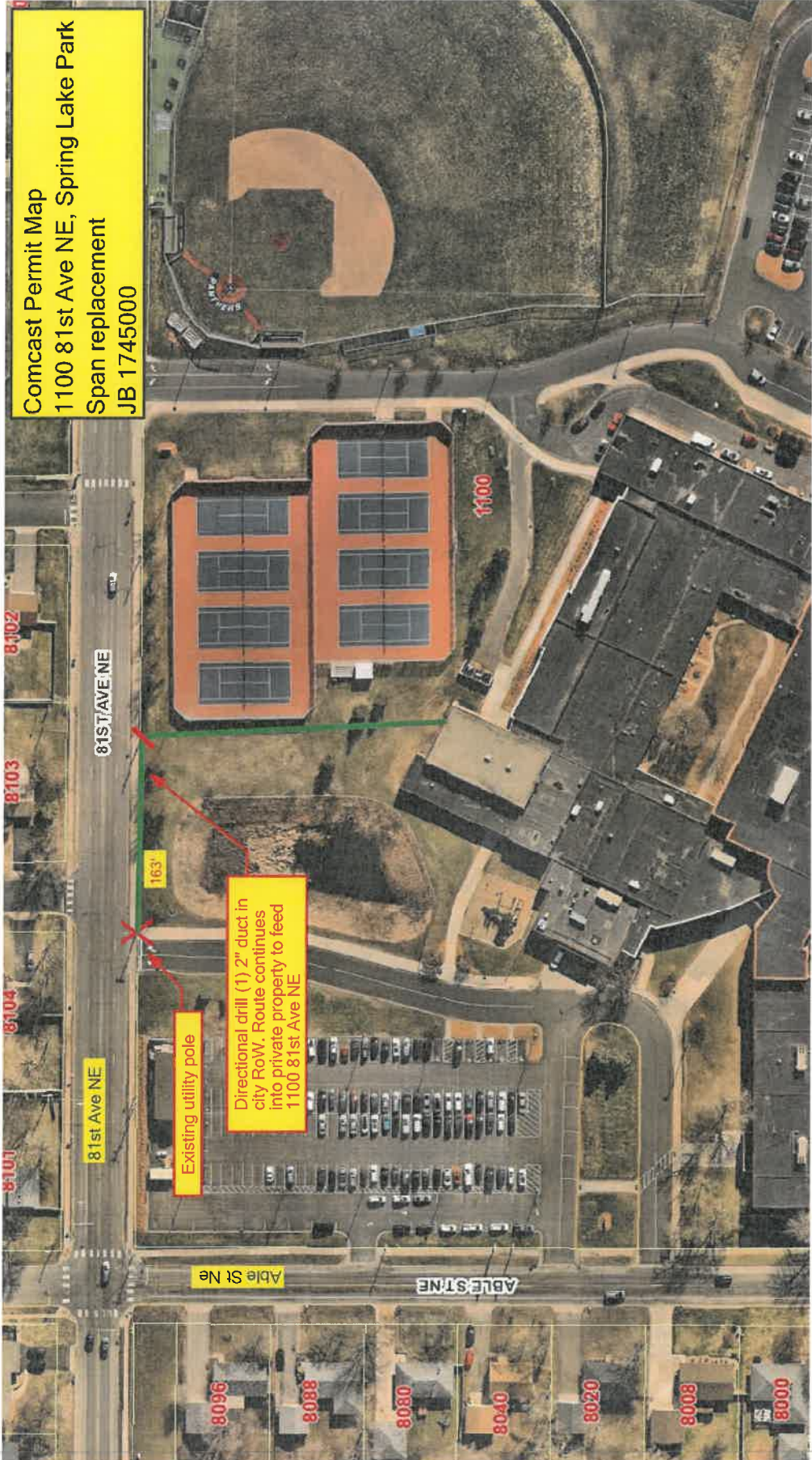
- PERMIT FEES: Excavation Hole - \$150.00 Emergency Hole - \$55.00
 Trench - \$70.00/100'+Hole fee Obstruction Fee - \$50.00+.05/Ft.

Receipt No.:

Date:

Initials:

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



Comcast Permit Map
1100 81st Ave NE, Spring Lake Park
Span replacement
JB 1745000

81ST AVE NE

81st Ave NE

Existing utility pole

Directional drill (1) 2" duct in city RoW. Route continues into private property to feed 1100 81st Ave NE

163'

8102

8103

8104

8107

1100

Able St Ne

ABLESTONE

8096

8088

8080

8040

8020

8008

8000

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

Contractor's Licenses

April 1, 2024

2023-2024 Contractor's Licenses

General Contractor

Kurt's Construction, LLC.

Mechanical Contractor

Mattson Plumbing, LLC.

Plumbing Contractor

Mattson Plumbing, LLC.

M & S Plumbing, Inc.

2024-2025 Contractor's Licenses

Blacktopping Contractor

C & S Blacktopping

General Contractor

Kurt's Construction, LLC.

Oehrlein Construction, Inc.

Patrick Miller Construction

Mechanical Contractor

Aquarius Water Conditioning, Inc.

Bonfe's Plumbing, Heating & Air Service, Inc.

Centraire Heating & AC

Dean's Home Service

Gartner Refrigeration, Inc.

Hearth & Home Technologies, LLC.

Joel Smith Heating & Air Conditioning

Logan Companies

Master Mechanical, Inc.

Mattson Plumbing, LLC.

Norblom Plumbing

Sabre Plumbing, Heating & AC

South-Town Refrigeration

St. Marie Sheet Metal, Inc.

St. Paul Plumbing & Heating Co

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

Contractor's Licenses

April 1, 2024

Plumbing Contractor

Aquarius Water Conditioning, Inc.

Centraire Heating & AC

Logan Companies

Master Mechanical, Inc.

Norblom Plumbing

St. Paul Plumbing & Heating Co

Bonfe's Plumbing, Heating & Air Service, Inc.

Dean's Home Service

M & S Plumbing, Inc.

Mattson Plumbing, LLC.

Sabre Plumbing, Heating & AC

Sign Contractor

Albrecht Sign Company

Resolution Graphics, Inc.

Fastsigns of Maple Grove-Osseo

Tree Contractor

A to Z Tree Care, LLC.

Precision Landscape & Tree

Arbor Tree Service

Romero Landscape & Tree Service, LLC.

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

Sign Permits

April 1, 2024

Sign Permit

Beacon Building Products

8329 Central Avenue NE



CITY OF SPRING LAKE PARK
1301 81st Avenue N E
Spring Lake Park, MN 55432
763-784-6491

Sign Permit Application

DATE: 3/26/24

NAME OF APPLICANT: Topline Advertising, Inc.

ADDRESS OF APPLICANT: 16307 Aberdeen St NE, Ham Lake, MN 55304

TELEPHONE NUMBER OF APPLICANT: 763-428-5067

NAME OF BUSINESS AND LOCATION of building structure, or lot to which or upon which the sign is to be attached or erected Beacon Building Products; 8329 Central Ave NE

New Construction: Remodel: Word Change Only:

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

Attach two (2) blueprints or ink drawings of the plans and specifications and method of construction or attachment to the building or in the ground, including all dimensions. Show location of all light sources, wattage, type and color of lights and details of light shields or shades.

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

Name of person, firm or corporation erecting the structure: Same As Applicant

Address: _____

Is an Electrical Permit required? by others

I, the undersigned applicant, do further make the following agreement with the City of Spring Lake Park Mn:

- 1) To authorize and direct the City of Spring Lake Park to remove and dispose of any signs and sign structures on which a Permit has been issued but which was not renewed, if the owner does not remove the same within thirty (30) days following the expiration of the Permit.
- 2) To authorize and direct the City of Spring Lake Park to remove said sign and sign structure, at the expense of the applicant, where maintenance is not furnished, but only after a hearing and after notice of sixty (60) days, specifying the maintenance required by the City.
- 3) To provide any other additional information which may be required by the Building Inspection Department.

Katie Weber

SIGNATURE OF APPLICANT

FOR OFFICE USE ONLY:*****

FEE: 858.75

RECEIPT NUMBER: _____

DATE OF APPROVAL: _____

DATE OF ISSUE: _____

REASON FOR DENIAL: _____

Katie @ topline sign.com

ADDITIONAL REQUIREMENTS FOR SIGN PERMIT:

SQUARE FOOTAGE OF FRONT OF BUILDING: 102' length x 24' Height 2448 sq ft

SQUARE FOOTAGE OF ALL EXISTING SIGNS: 0

SQUARE FOOTAGE OF PROPOSED SIGN OR SIGNS: 321 sq ft + 53 sq ft + 120 sq ft + 30 sq ft + 53 sq ft
Total 577 sq ft

INCLUDE A DRAWING SHOWING LOCATION AND MESSAGE ON SIGN.

IF YOU ARE NOT THE OWNER OF THE PROPERTY, INCLUDE A SIGNED LETTER FROM THE OWNER GIVING PERMISSION TO ERECT THE SIGN.

NOTE: ALL APPLICATIONS ARE DUE BY NOON ON THE TUESDAY PRECEEDING THE COUNCIL MEETING.

DRAWING:

Proposed
321 sq ft - \$ 75 + 281(1.25) = \$426.25
53 sq ft - \$ 75 + 13(1.25) = \$ 91.25
120 sq ft - \$ 75 + 80(1.25) = \$ 175
30 sq ft - \$ 75
53 sq ft - \$ 75 + 13(1.25) = \$ 91.25
\$ 858.75

734 sq ft - 30%
577 sq ft - proposed

157 sq ft Remaining



BEACON

Building Products

8329 Central Ave NE
Spring Lake Park, MN 55432

WO: 75650

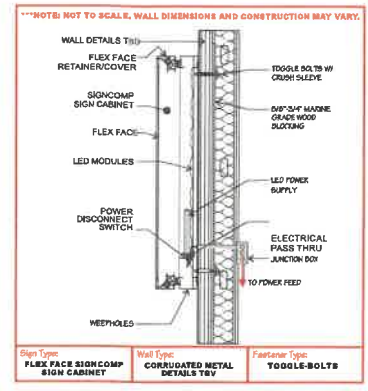
3217

385"

EXISTING



SCALE: 3/16"=1'



PROPOSED



COLORS:

- PMS: 2945C / 3M 3630-167 BRIGHT BLUE
- WHITE

GENERAL NOTES:

- ILLUMINATED SIGN CABINET
- > SIGNCOMP 2021 NARROWBODY
- > SIGNCOMP FLEX FACE RETAINER
- > DIGITAL PRINT FLEX FACE
- > SIGN CABINET PAINTED BEACON BLUE (PMS: 2945C)
- > SLOAN WHITE LED ILLUMINATION
- > SLOAN LED POWER SUPPLIES

* ELECTRICAL TO BE ARRANGED/PROVIDED BY NATIONAL SIGN CORP.

POWER REQUIREMENTS:

- * (1) 20 AMP-120 VOLT CIRCUITS

SIGN CALCULATIONS:

- * PROPOSED SIGNAGE: 328.96 sq.ft.

NATIONAL SIGN CORPORATION
www.nationalsign.com

CONNECTICUT
780 Four Rod Rd.,
Berlin, Ct 06037
Ph:(860) 829-9060

MASSACHUSETTS
21 Larsen Way
North Attleboro, Ma
Ph:(508) 809-4638

BEACON
Waterproofing Products

CLIENT / PROJECT LOCATION
ADDRESS
8329 CENTRAL AVE NE
SPRING LAKE PARK, MN 56432

DRAWING NO.
75650-02

PROJECT MANAGER
JEFF BARAL

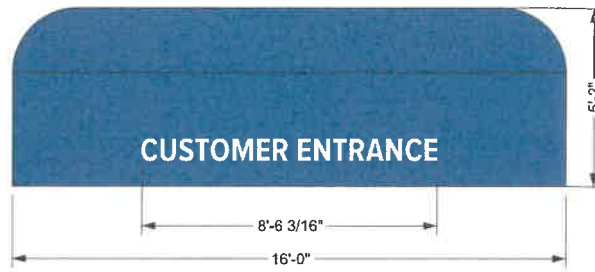
REVISED/DRAWN BY
02.13.24
JAMIE VAUGHAN

THIS SIGN IS INTENDED TO BE INSTALLED IN ACCORDANCE WITH THE REQUIREMENTS OF ARTICLE 608 OF THE NATIONAL ELECTRIC CODE AND/OR OTHER APPLICABLE LOCAL CODES. THIS INCLUDES PROPER FOUNDATION AND BONDING OF THE SIGN.

UL
E164021

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EXISTING



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

PROPOSED



COLORS:

- 3M 3630-167 BRIGHT BLUE
- WHITE

GENERAL NOTES:

- > RECOVER EXISTING AWNING WITH SUNBRELLA BRIGHT BLUE 2945 BLUE WITH WHITE LETTERS "CUSTOMER ENTRANCE"

POWER REQUIREMENTS:

* NONE

SIGN CALCULATIONS:

* PROPOSED SIGNAGE: 80 sq.ft.

NATIONAL SIGN CORPORATION
www.nationalsign.com

CONNECTICUT
780 Four Rod Rd.,
Berlin, Ct 06037
Ph: (860) 823-9080

MASSACHUSETTS
21 Larsen Way
North Attleboro, Ma
Ph: (508) 809-4638

CLIENT / PROJECT LOCATION
BEACON
Waterproofing Products

ADDRESS
8329 CENTRAL AVE NE
SPRING LAKE PARK, MN 55432

10Hole File / Beacon Building Products
Spring Lake Park, MN / Drawings

DRAWING NO.
75650-03

DRAWING DATE
02.13.24

PROJECT MANAGER
JEFF BARAL

DRAWN BY
JAMIE VAUGHAN

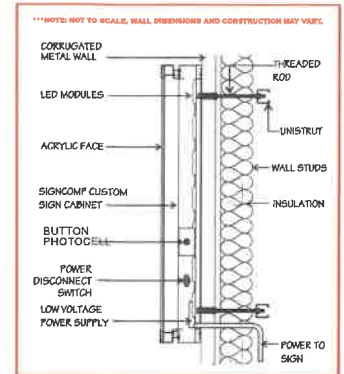
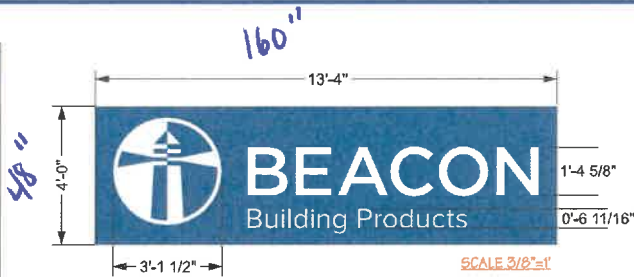
REVISIONS/NOTES

THIS SIGN IS INTENDED TO BE INSTALLED IN ACCORDANCE WITH THE REQUIREMENTS OF ARTICLE 608 OF THE NATIONAL ELECTRICAL CODE AND/OR OTHER APPLICABLE LOCAL CODES. THIS INCLUDES PROPER GROUNDING AND BONDING OF THE SIGN.



537A

EXISTING



PROPOSED



COLORS:

- 3M 3630-167 BRIGHT BLUE
- WHITE

GENERAL NOTES:

- ILLUMINATED SIGN CABINET
- > SIGNCOMP 2021 NARROWBODY
- > SIGNCOMP 2053 1.5" RETAINER
- > 3/16" WHITE SG ACRYLIC FACE
- > SIGN PAINTED BEACON BLUE
- > SLOAN WHITE LED ILLUMINATION
- > SLOAN LED POWER SUPPLIES
- > BUTTON PHOTOCELL
- * ELECTRICAL TO BE ARRANGED/PROVIDED BY NATIONAL SIGN CORP.

POWER REQUIREMENTS:

- * (1) 20 AMP-120 VOLT CIRCUITS

SIGN CALCULATIONS:

- * PROPOSED SIGNAGE: 53.33 sq.ft.

NATIONAL SIGN CORPORATION
www.nationalsign.com

CONNECTICUT
780 Four Rod Rd.,
Berlin, Ct 06037
Ph: (860) 829-8060

MASSACHUSETTS
21 Larsen Way
North Attleboro, Ma
Ph: (508) 809-4638

CLIENT / PROJECT LOCATION
BEACON
Waterproofing Products

ADDRESS:
8330 CENTRAL AVE NE
SPRING LAKE PARK, MN 55432

FILE LOCATION:
T:\Pwin File / Beacon Building Products
Spring Lake Park, MN / Drawings

DRAWING NO.:
75650-04

DRAWING DATE:
02.13.24

PROJECT MANAGER:
JEFF BARAL

DESIGNED BY:
JAMIE VAUGHAN

REVISIONS/NOTES:

THIS SIGN IS INTENDED TO BE INSTALLED IN ACCORDANCE WITH THE REQUIREMENTS OF ARTICLE 610 OF THE NATIONAL ELECTRICAL CODE AND ANY OTHER APPLICABLE LOCAL CODES. THIS INCLUDES PROPER COLORING AND BONDING OF THE SIGN.



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1208

S/F Illuminated signbox

EXISTING



Sign Size - 120 sq ft

PROPOSED



SCALE: 1/16" = 1'

COLORS

- PMS 2945C/ 3M 3630-167 BRIGHT BLUE
- WHITE

MATERIALS

- > SIGNCOMP NARROW BODY SIGN CABINET 6021
- > FLEXFACE
- > RETAINER DUAL FRAME 2065 & 2075
- > SLOAN WHITE LED LIGHTING
- > SLOAN LED POWER SUPPLIES

SIGN CALCULATIONS

SIGN PROPOSED: 120 SQ.FT (X-LARGE)

POWER REQUIREMENTS

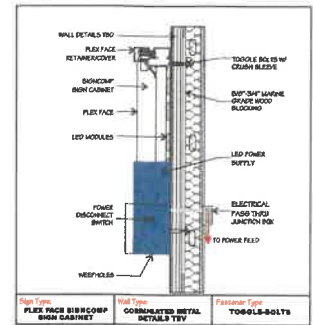
- > (1) 20 AMP-120 VOLTS CIRCUITS

QTY:

> 1x

NOTES:

- > SCALE AS INDICATED



NATIONAL SIGN CORPORATION
www.nationalsign.com

CONNECTICUT
780 Four Rod Rd.,
Berlin, Ct 06037
Ph: (860) 829-9060

MASSACHUSETTS
21 Larsen Way
North Attleboro, Ma
Ph: (508) 809-4638

CLIENT / PROJECT LOCATION
BEACON
Building Products

ADDRESS
8329 CENTRAL AVE. NE
SPRING LAKE PARK, MN

DRAWING NO.
75650-06

FILE LOCATION
707010 FIB / Beacon Building Products
Spring Lake Park, MN / Drawings

DRAWING DATE
03/08/24

DRAWN BY
PS

REVISIONS
00/0000
00/0000

NOTES
SCALE AS MARKED

E16-1021

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307

Pan sign with vinyl

EXISTING



SCALE: 1/2" = 1'

SIDE VIEW

Sign Calculation - 30 sq ft

PROPOSED



SCALE: 1/16" = 1'



SCALE: 3/32" = 1'

COLORS

- WHITE
- PMS 2945C/ 3M 3630-167 BRIGHT BLUE

MATERIALS

- > NON-ILLUMINATED WALL SIGN
- > 2" x 2" x 3/16" DEEP ALUMINUM ANGLE FRAME
- > .080" ALUMINUM FACE WITH VINYL GRAPHICS
- > 1 1/2" x 1 1/2" x 3/16" ALUMINUM ANGLE MOUNTING FRAME

SIGN CALCULATIONS

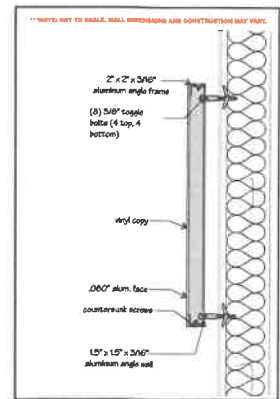
- > SIGN PROPOSED: 53.35 SQ.FT

QTY:

- > 1X

NOTES:

- > SCALE AS INDICATED



NATIONAL SIGN CORPORATION
www.nationalsign.com

CONNECTICUT
780 Four Rod Rd.,
Berlin, Ct 06037
Ph: (860) 828-9060

MASSACHUSETTS
21 Larsen Way
North Attleboro, Ma
Ph: (508) 809-4638

CLIENT / PROJECT LOCATION:
BEACON
Building Products

ADDRESS:
8329 CENTRAL AVE. NE
SPRING LAKE PARK, MN

DRAWING NO:
75650-07

DRAWING DATE:
03/08/24

REVOLUTION:
000000
000000

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PROJECT MANAGER:
JB

FILE LOCATION:
TYPPhoto 284 / Beacon Building Products
Spring Lake Park, MN / Drawings

DRAWN BY:
P6

NOTE:
SCALE AS MARKED



E16-1024

53A

Pan sign with vinyl

EXISTING



SCALE: 1/2" = 1'

SIDE VIEW

COLORS

- WHITE
- PMS 2945C/ 3M 3630-167 BRIGHT BLUE

MATERIALS

- > NON-ILLUMINATED WALL SIGN
- > 2" x 2" x 3/16" DEEP ALUMINUM ANGLE FRAME
- > .080" ALUMINUM FACE WITH VINYL GRAPHICS
- > 1.5" x 1.5" x 3/16" ALUMINUM ANGLE MOUNTING FRAME

SIGN CALCULATIONS

- > SIGN PROPOSED: 53.33 SQ.FT

QTY:

1X

NOTES:

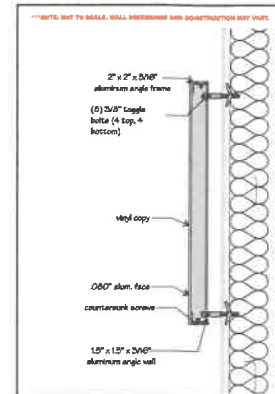
- > SCALE AS INDICATED

Sign Calculation - 53.3 sq ft

PROPOSED



SCALE: 1/16" = 1'



NATIONAL SIGN CORPORATION
www.nationalsign.com

CONNECTICUT
780 Four Rod Rd.,
Berlin, Ct 06037
Ph: (860) 829-9060

MASSACHUSETTS
21 Lanes Way
North Attleboro, Ma
Ph: (508) 808-4638

CLIENT / PROJECT LOCATION
BEACON
Building Products

ADDRESS
8329 CENTRAL AVE. NE
SPRING LAKE PARK, MN

DRAWING NO.
75650-02

DRAWING DATE
03/08/24

REVISIONS
000000
000000

UL
E16-024

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PROJECT MANAGER
JB

FILE LOCATION
p:\beacon building products
spring lake park, MN

DRAWN BY
PS

SCALE AS MARKED



Owner's Letter of Consent

This letter will service as authorization for National Sign Corporation to submit the necessary applications for municipal approval for the proposed signs for the subject property listed below:

Property location:

We hereby consent and approve the sign drawings as submitted

Name: 
(Signature)

Name: Peter Fooshe
(Please Print)

Title: Partner Date: 3/25/21

Company: Interstate Development

Address: 6390 Carlson Drive Eden Prairie MN
55346

Telephone: (651) 353-2072

Design, Manufacturing,
Installation & Maintenance
of Regional & National
Sign Programs

Web: www.nationalsign.com

780 Four Rod Road
Berlin, CT 06037
Phone: (860)829-9060
Fax: (860)829-9062

21 Larsen Way
North Attleboro, MA 02763
Phone: (508)809-4638
Fax: (508)809-4639

CT Lic. C7-189960
RI Lic. SCFC0247

City of Spring Lake Park

RESOLUTION NO. 24-

RESOLUTION APPROVING RENTAL LICENSE REVOCATION FOR CERTAIN PROPERTY LOCATED AT 857 81ST Ave NE, PURSUANT TO SECTION 12.16.140 OF THE CITY OF SPRING LAKE PARK CODE

WHEREAS, Bay Street Homes LLC (Hereinafter “License Holder”) is the legal owner of the real property at 857 81st Ave NE Spring Lake Park MN, 55432; and

WHEREAS, pursuant to City Code, 12.16.140 of the City of Spring Lake Park written notice setting forth the causes and reasons for the proposed council action contained herein and notice of a public hearing to be held on at 7:00 pm on April 1, 2024 was given to the license holder on March 15, 2024.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Spring Lake Park that, in accordance with the foregoing, and all ordinances and regulations of the City of Spring Lake Park, the City Council adopts the following.

Findings of Fact

1. That on or about January 16, 2024 Code Enforcement staff attempted to complete an initial rental housing inspection at the property of 857 81st Ave NE in the City of Spring Lake Park MN. The property failed its rental inspection, Property management failed to notify tenants and also failed to appear for the rental inspection.
2. That on or about March 3, 2024 Code Enforcement Staff Attempted to complete a follow up inspection at the property of 857 81st Ave NE in the City of Spring Lake Park MN. The property failed its rental inspection, Property management failed to notify tenants and also failed to appear for the rental inspection.
3. That on or about March 11, 2024 Code Enforcement Staff completed a follow up inspection at the property of 857 81st Ave NE in the City of Spring Lake Park MN. The property failed its rental inspection due to multiple housing code violations along with municipal code violations.
4. That on or about March 15, 2024 the property owner Bay Street Homes LLC and all tenants were notified of a public hearing
5. That based upon said records of the Code Enforcement, the following conditions and violations of the City Property Maintenance Code were found to exist, to-wit:
 - a. Failure of rental housing inspection on January 16, 2024.
 - b. Failure of rental housing inspection on March 3, 2024.
 - c. Failure of rental housing inspection on March 11, 2024.
6. That all parties, including the license holder and any occupants or tenants, have been given the appropriate notice of this hearing according to the provisions of the City Code, Chapter 12 Article 16.140 of the City of Spring Lake Park.

Order of Council

1. The rental license belonging to the license holder described herein and identified as Bay Street Homes LLC is hereby revoked;
2. The City will post for the purpose of preventing occupancy a copy of this order on the buildings covered by the license held by license Holder;
3. All tenants shall remove themselves from the premises within 45 days from the first day of posting of this Order revoking the license as held by license Holder.

The foregoing resolution as moved for adoption by Councilmember.

Upon roll call, the following voted aye:

And the following voted nay:

Where the Mayor declared said resolution duly passed and adopted this the 1st day of April, 2024.

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, Administrator



Memorandum

To: Mayor Nelson and Members of the City Council

Cc: Dan Buchholtz, City Administrator

From: George Linngren, Public Works Director

Date: 3/28/2024

Subject: March 2024 Public Works Report

The month of March work activities.

- We set up for the elections on March 4 and took down the equipment on March 6. It worked out very smoothly with the help of Wanda and Haley. Along with having it at the church. My crew deserves a big thank you for all the work they did to put up and take down. They are the best.
 - Zahl was contracted to dig up the old fuel oil tank that was in the footprint of the addition to city hall. They are a licensed fuel contractor that was able to haul away the contaminated soil and dispose of it properly.
 - I met with 3 contractors for the excavation of the Garfield / Hayes street pond. They will be sending quotes for the work we need to do there. They are Sunram, Jacon and Alderink.
 - Brett, Travis and myself attended the Minnesota Shade Tree short course on March 12 & 13.
 - We had training on the new software the city is using and it seems to be pretty easy to use once the issues are fixed. Much better than the old system.
 - We finally ad winter all at once so we came in a few times from march 22 to March 26 to plow streets and sidewalks and salt. The wet heavy snow coming off the plow on Monday, March 25 caused damage to 25-30, approximately, mail boxes or mail box posts. As per the snow policy, the homeowners are responsible for repairing the issue but I helped fix some of the issues if I was able to.
 - The sewer lining project should be wrapping up with the completion of the last 4 lines this week and next. The areas that were dug up will be repaired by the contractor when the road projects in town and being done and will be paid for by the contractor.
 - Helping out where needed as the city hall project is in full swing and taking care of the issues as they come up.
1. I attended 2 council meetings and our monthly supervisors meeting.
 2. I attended the Shade Tree short course at Bethel college campus.
 3. Attended the weekly construction meetings.











City of Spring Lake Park

Code Enforcement Division

1301 Eighty First Avenue Northeast
Spring Lake Park, Minnesota 55432
(763) 783-6491 Fax: (763) 792-7257

REPORT

TO: Spring Lake Park City Council
FROM: Jeff Baker, Code Enforcement Director
RE: Code Enforcement Monthly Report for March 2024
DATE: March 27, 2024

The Spring Lake Park Code Enforcement department is the authority having jurisdiction for all building, mechanical, plumbing, fire, rental, property, nuisance, and zoning codes within Spring Lake Park.

In March, a total of 15 building, 1 Certificate of Occupancy, 1 Fire Alarm, 1 Fire Suppression, 6 mechanical, 4 plumbing, 3 sign and 1 zoning for a total of 32 permits issued compared to a total of 30 in 2023. Code Enforcement conducted 112 inspections in the month of March including 14 rental, 22 fire, 44 Building and 32 nuisance inspections.

12 Administrative Offense tickets were issued.

I was on vacation the week of March 11th. A big thank you to Building Official Nick Henly with the City of Mounds View for covering any Inspection that came up that week.

Construction Update:

1301 81st Ave – City Hall Renovation – I completed the first of many inspections. The footing framing inspection passed and they have now been poured. Just in time for some snow to fly. I have done multiple large plan reviews for our City hall fire suppression and alarm systems.

1625 County Highway 10 – Formerly known as Blue Sun Soda has changed owners. The company is now Grandpa Joes. The owner has 16 stores around the country. The SLP location is remaining similar to the previous store.

In March of 2024, I also attended the following appointments:

- City Council meetings March 4th.
- Department head meeting March 5th.
- Planning Commission meeting March 25th.
- City Hall Renovation Meeting every Tuesday morning.

This concludes the Code Enforcement Department monthly report for March 2024.



Memorandum

To: Mayor Nelson and Members of the City Council

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

Date: January 29, 2024

Subject: Ordinance Amending SLPC 16.64.040, Schedule of Permitted Uses by District

The City Council directed staff to update the “Schedule of Permitted Uses by District” for clarity and to encourage a mix of businesses that will enhance the City’s tax base and provide the goods and services residents desire. The ordinance outlines revisions across various zoning districts, including residential, commercial, and light industrial zones, with a detailed schedule of permitted, conditional, interim, and accessory uses within these districts.

Key highlights include:

- Residential
 - Adjustments to the categories of permitted uses in residential districts to remove cemetery and professional offices and studios as conditional uses in the R1, R-2 and R-3 district.
 - Limitation of square footage of places of worship in residential areas to ensure that the place of worship fits in scale with the surrounding residential neighborhood.
 - Adding home based businesses as a permitted use, so long as they comply with SLPC 16.36.010
- Commercial
 - Clarified the types of uses throughout the code to minimize the level of staff interpretation needed when evaluating zoning requests.
 - Added uses such as electric vehicle charging stations, and essential service structures.
 - Establish that vehicle related businesses (drive-through lanes, etc) generally require a conditional use permit due to the traffic oriented nature of their development.
- Industrial
 - Updating various types of uses in the I-1 zoning district, including machine shops, data centers, construction trades, research and development, among others.

The ordinance aims to enhance the clarity, efficiency, and responsiveness of the zoning code to current and future development needs, promoting a balanced approach to land use that respects community values and economic growth.

The Planning Commission reviewed the proposed ordinance at its February 26 meeting and recommended approval.

The effective date of the ordinance is upon approval and publication according to law, marking a significant step towards refined zoning practices in Spring Lake Park.

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

**SPRING LAKE PARK
ORDINANCE 493**

**AN ORDINANCE AMENDING SLPC 16.64.040, APPENDIX D: SCHEDULE OF
PERMITTED USES BY DISTRICT**

NOW THEREFORE, be it ordained by the Council of the Spring Lake Park, in the State of Minnesota, as follows:

SECTION 1:**AMENDMENT** “16.64.040 Appendix D: Schedule Of Permitted Uses By District” of the Spring Lake Park Municipal Code is hereby *amended* as follows:

AMENDMENT

16.64.040 Appendix D: Schedule Of Permitted Uses By District

A. *Residential districts.* The following uses are allowed in the various residential districts either as permitted, accessory, conditional, or interim uses.

<i>Use</i>	<i>Details</i>	<i>District</i>		
		<i>R-1</i>	<i>R-2</i>	<i>R-3</i>
Boarding or rental of rooms	Note: family members, as defined in this title, may enter into rental agreements	C	C	C
Cemetery		€	€	€
Places of worship	Includes sacred communities as regulated by SLPC 16.36.010	€	€	€
Dwellings	Cluster developments	-	-	C
Dwellings	Medium density dwellings	-	P	P
Dwellings	Mobile homes	-	-	C
Dwellings	Multiple-family dwellings over six units per building	-		C
Dwellings	Single-family detached dwellings	P	P	P
Dwellings	Two-family dwellings	C	P	P
Essential public service and				

utility structures or uses		P	P	P
Fallout shelter		A	A	A
Family daycare	Within the residence of the daycare provider	P	P	P
<u>Home occupations</u>	<u>As regulated by SLPC 16.36.010</u>	<u>P</u>	<u>P</u>	<u>P</u>
Living quarters of persons employed on the premises		-	-	A
Off-street parking lots or garages				A
Parks and recreation	Private owned or operated areas	C	C	C
Parks and recreation	Private recreation facilities for the enjoyment of residents and guests only	A	A	A
Parks and recreation	Public owned or operated areas	P	P	P
<u>Places of worship</u>	<u>Under 30,000 square feet; includes sacred communities as regulated by SLPC 16.36.010</u>	<u>C</u>	<u>C</u>	<u>C</u>
Private garage		C	C	C
Professional offices and studios	-	e	e	e
Schools	Day schools or nurseries	C	C	C
Schools	Public or private	C	C	C
Small wireless facility in right-of-way, as regulated in SLPC 12.48		C	P	P
Swimming pool		A	A	A
Tool house, shed, and similar storage		A	A	A
Uses customarily incident to the permitted, conditional or interim uses allowed in the district		A	A	A

Other public or semi- public facilities	C	C	C
Key: A = accessory uses; P = permitted uses; C = conditional uses; I = interim uses			

B. *Commercial districts. Conditional uses in this paragraph shall be governed by the criteria enumerated in SLPC 16.56, relating to conditional uses. Interim uses in this paragraph shall be governed by criteria enumerated in SLPC 16.56, relating to interim uses.*

Use	District		
	C-1	C-2	C-3
Accessory uses customarily incident to the permitted, conditional or interim uses allowed in the district	A	A	A
Adult daycare facilities	C	C	C
Assembly uses, including auditoriums, places of worship and philanthropic uses	C	C	-
Auto and marine; sales, leasing and rental (See SLPC 11.20.040 Paragraph F,4 re: licensing and SLPC 16.36.010 Paragraph A)	-	I	-
Auto and marine; service, parts, and repair, excluding wash	C	C	-
Boarding and lodging houses	C	-	-
Boarding school	C	-	-
Brewer taprooms, <u>brew pubs</u> and cocktail rooms	P	P	-
Bus stations or terminal	P	P	P
Business, commercial, or trade schools	P	P	P
Clinics, medical offices	P	P	P
Commercial recreation, <u>indoor</u> such as bowling alleys, billiard halls, miniature golf, and the like	C	C	-
<u>Commercial recreation, outdoor</u>	<u>C</u>	<u>C</u>	<u>-</u>
<u>Construction and/or trades sales and service shops; with storage of equipment, supplies or materials inside a building</u>	<u>P</u>	<u>P</u>	<u>-</u>
Convalescent, assisted living and nursing homes	-	-	C
Child daycare facilities (see SLPC 16.36.010 Paragraph D)	C	C	C
Drive-in restaurants, or similar uses providing goods and	C	C	-

services to patrons in autos			
Dry cleaning and laundry establishments with no more than four employees for cleaning or pressing	P	P	-
Dry cleaning and laundry collection stations, and self-service	P	P	-
<u>Electric vehicle charging station</u>	<u>A</u>	<u>A</u>	<u>A</u>
Equipment rental, <u>no outside display</u>	P	P	C
<u>Equipment rental, outside display</u>	=	<u>C</u>	=
<u>Essential service structures, including, but not limited to, buildings such as telephone stations, booster or pressure stations, elevated tanks, lift stations, and electric power substations</u>	<u>A</u>	<u>A</u>	<u>A</u>
<u>Event centers, night clubs, taverns</u>	<u>C</u>	<u>C</u>	=
<u>Farmer's market</u>	<u>I</u>	<u>I</u>	<u>I</u>
Financial institutions, <u>with no drive-up window</u>	P	P	C
<u>Financial institutions, with drive-up window</u>	<u>C</u>	<u>C</u>	<u>C</u>
Greenhouses , <u>Garden centers and nurseries</u>	-	P <u>C</u>	-
<u>Greenhouses, seasonal</u>	<u>I</u>	<u>I</u>	=
<u>Health care services; including medical, dental, optometrist, chiropractic and counseling clinics, for the diagnosis, treatment and care of patients</u>	<u>P</u>	<u>P</u>	<u>P</u>
Hospitals	-	C	-
Laboratories; medical, dental	P	P	P
Medical equipment rental	-	P	C
Mortuaries, funeral homes, monument sales	C	P	-
Motels, hotels, or apartment hotels	C	C	-
<u>Motor fuel stations</u>	<u>C</u>	<u>C</u>	
<u>Municipal and government buildings and structures, including police, fire, library, public works garages</u>	<u>C</u>	<u>C</u>	<u>C</u>
<u>Nursing homes, memory care or retirement homes</u>	=	=	<u>C</u>
Non-alcoholic beverage bottling establishment not larger than 3,000 square feet accompanied by a retail shop or store not less than 50% of the size of the bottling establishment, where bottled product is sold	P	P	C

Off-sale liquor stores	P	P	-
Off-street parking and loading as regulated in SLPC 16.40.010	A	A	A
Offices (administrative, executive, professional, governmental, medical, research); without merchandising services	P	P	P
Offices (as above); with merchandising services	C	P	C
<u>Outdoor seating or dining</u>	<u>C</u>	<u>C</u>	<u>=</u>
Pawnshops, secondhand goods stores (excluding motor vehicles) as regulated SLPC 16.36.010 Paragraph G (see. SLPC 11.16, Pawnshops or SLPC 11.20, Secondhand Goods Dealers, for licensing	C	C	-
Personal services; and repair establishments such as barber shops, and beauty/hair salons shops , <u>massage therapy</u> , shoe repair, <u>tailoring and alterations</u> , and the like	P	P	P
<u>Pet related care; including dog daycare, boarding, veterinary clinics and grooming, with outdoor use</u>	<u>C</u>	<u>C</u>	<u>=</u>
Pet and animal shops, clinics, taxidermists <u>Pet related care including dog daycare, boarding, veterinary clinics and grooming, with no outdoor use</u>	P	P	-
<u>Places or worship; religious uses</u>	<u>C</u>	<u>C</u>	<u>=</u>
Plumbing and heating showrooms and shops	-	P	-
Printing, publishing, and related distribution agencies	C	C	-
Private clubs and lodges	C	C	-
<u>Public, parochial and private schools, trade and business schools, colleges and universities</u>	<u>C</u>	<u>C</u>	<u>=</u>
<u>Research and development; including laboratories (medical, software, communications, scientific, etc)</u>	<u>P</u>	<u>P</u>	<u>P</u>
Restaurants, <u>excluding a drive-up window</u> night clubs, and the like	P	P	-
<u>Restaurants, including a drive-up window</u>	<u>C</u>	<u>C</u>	<u>=</u>
<u>Restaurants; with or without on-sale liquor</u>	<u>P</u>	<u>P</u>	<u>=</u>
Retail uses shops and stores (excluding autos, boats, and the like) such as apparel, appliances, beverage, book, carpet, drugs, <u>floral</u> , furniture, grocer, hardware, jewelry, paint, tobacco, sporting goods	P	P	C

Sacred communities, as regulated by SLPC 16.36.010	C	C	
Schools and studios: artistic, music, photo, decorating, dancing, health, and the like	C	C	-
Sexually oriented businesses as defined in SLPC 11.48 and regulated in SLPC 16.36.010 Paragraph H	C	-	-
Signs as regulated by SLPC 16	A	A	A
Small wireless facility in right-of-way, as regulated in SLPC 12.48	P	P	P
<u>Studios; artistic, music, photo, decorating, dancing, health, and the like</u>	<u>C</u>	<u>C</u>	<u>-</u>
<u>Tattoo and body piercing</u>	<u>P</u>	<u>P</u>	<u>-</u>
Theaters (indoor only)	P	P	-
Vending machines for ice, milk, and the like	P	P	-
Key: A= accessory uses; P = permitted uses; C = conditional uses; I = interim uses			

C. *Light industrial district.* Conditional uses in this paragraph shall be governed by the criteria enumerated in SLPC 16.56.~~030 Paragraph E~~, relating to conditional uses. Interim uses in this paragraph shall be governed by criteria enumerated in SLPC 16.58, relating to interim uses.

<i>Uses in I-1</i>	<i>Category</i>
Automobile repair	C
Automobile sales; <u>indoor (Refer to SLPC 11.20.040 Paragraph E,4 and SLPC 16.36.010 Paragraph A)</u>	I
Bottling establishments	C
Brewing taprooms and cocktail rooms	P
Building material sales and storage	P
Camera and photographic supplies manufacturing	P
Cartage, and express , freight terminals	C
Cartography, <u>technical drawing or drafting</u> and book binding	P
<u>Cleaning and maintenance services; carpet, laundry, furniture, upholstery, appliances, and the like</u>	<u>C</u>
<u>Commercial dog kennel; with or without dwelling for night</u>	<u>C</u>

<u>watchperson</u>	
<u>Constructure trades</u>	<u>P</u>
<u>Data center</u>	<u>P</u>
Dry cleaning and laundry establishments	P
Electrical service shops	P
Engraving, printing, and publishing	P
Governmental and public utility buildings and structures	P
Jewelry manufacture	P
Light manufacturing	P
Medical, dental, and optical laboratories <u>Machine shop</u>	P
Off-street parking and loading as regulated by SLPC 16.40.010	A
Offices, office buildings	P
<u>Packaging/processing food products</u>	<u>C</u>
<u>Parcel delivery services</u>	<u>P</u>
<u>Pharmaceutical/medical device manufacturing</u>	<u>P</u>
<u>Product distribution center</u>	<u>P</u>
<u>Research and development; including laboratories</u>	<u>P</u>
Printing, publishing	P
Retail and service establishments essential to the operation of an I-1 district and providing goods and services primarily for the use of persons employed in the district	C
Signs as regulated by <u>SLPC Ch. 16</u> this title	A
Small wireless facility in right-of-way, as regulated in SLPC 12.48	P
<u>Storage, enclosed rental</u>	<u>C</u>
<u>Vehicle repair and maintenance, including vehicle wrapping, detailing and window treatment</u>	<u>C</u>
Storage, w <u>Warehousing, or</u> wholesaling or distribution business	P
<u>Woodworking shop</u>	<u>P</u>
Any manufacturing, production, processing, cleaning, storage, servicing, repair, and testing of materials, goods, or products	C

similar to the permitted uses (P) listed above which conform with the performance standards	
All uses customarily incident to the permitted (P), conditional (C) or interim (I) uses above	A
Key: A= accessory uses; P = permitted uses; C = conditional uses; I = interim uses	

SECTION 2: EFFECTIVE DATE This Ordinance shall be in full force and effect upon approval and publication according to law.

PASSED AND ADOPTED BY THE SPRING LAKE PARK COUNCIL

_____.

	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

CITY OF SPRING LAKE PARK

RESOLUTION NO. 2024-29

**A RESOLUTION AUTHORIZING SUMMARY PUBLICATION OF ORDINANCE 493,
AN ORDINANCE AMENDING SLPC 16.64.040, APPENDIX D: SCHEDULE OF
PERMITTED USES BY DISTRICT**

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 493 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. 493 is approved for publication:

“On April 1, 2024, the Spring Lake Park City Council approved Ordinance No. 493, entitled ‘An Ordinance Amending SLPC 16.64.040, Appendix D: Schedule of Permitted Uses by District.’

The following is a summary of Ordinance No. 493, 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 amends City Code to update the schedule of permitted uses in the residential, commercial and industrial zoning district.

The Ordinance takes effect upon publication in the City’s newspaper of record.”

The foregoing Resolution was moved for adoption by Councilmember .

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

And the following voted against the same:

Whereon the Mayor declared said Resolution duly passed and adopted the 1st day of April, 2024.

APPROVED BY:

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator

CITY OF SPRING LAKE PARK

RESOLUTION NO. 2024-29

**A RESOLUTION AUTHORIZING SUMMARY PUBLICATION OF ORDINANCE 493,
AN ORDINANCE AMENDING SLPC 16.64.040, APPENDIX D: SCHEDULE OF
PERMITTED USES BY DISTRICT**

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 493 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. 493 is approved for publication:

“On April 1, 2024, the Spring Lake Park City Council approved Ordinance No. 493, entitled ‘An Ordinance Amending SLPC 16.64.040, Appendix D: Schedule of Permitted Uses by District.’

The following is a summary of Ordinance No. 493, 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 amends City Code to update the schedule of permitted uses in the residential, commercial and industrial zoning district.

The Ordinance takes effect upon publication in the City’s newspaper of record.”

The foregoing Resolution was moved for adoption by Councilmember .

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

And the following voted against the same:

Whereon the Mayor declared said Resolution duly passed and adopted the 1st day of April, 2024.

APPROVED BY:

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator



Memorandum

To: Mayor Nelson and City Council Members

Cc: Daniel Buchholtz, City Administrator

From: Wanda Brown, Deputy City Clerk

Date: March 28, 2024

Subject: Conditional Use Permit (CUPC) Application for 970 County Highway 10 NE

The Planning Commission held a public hearing on March 25 to consider a CUP request by Lake City Transportation, to operate an auto repair/transportation company at 970 County Highway 10 NE.

The City Planner's report to the Commission (included in the packet) provides a great overview of the application.

The Planning Commission recommended approval of the Conditional Use Permit, subject to the conditions outlined in the enclosed Resolution and recommended to the Commission by the City Planner.

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

RESOLUTION NO. 24-30

A RESOLUTION APPROVING CONDITIONAL USE PERMIT FOR AN AUTO REPAIR/TRANSPORTATION COMPANY AT 970 COUNTY HIGHWAY 10 NE

WHEREAS, Lake City Transportation has made application for a conditional use permit to allow for a Type III Transportation Company, with auto repair as a use, at 970 County Highway 10 NE; and

WHEREAS, the property is zoned C-2, Neighborhood & Service Center Commercial, and is legally described as follows:

Lot 2, Block 2 Park Manor Addition, subject to easement of record; and

WHEREAS, mailed and published notice of a public hearing to consider the proposed conditional use permit was given; and

WHEREAS, a public hearing to consider the proposed conditional use permit was held by the Planning Commission on March 25, 2024; and

WHEREAS, the Planning Commission has recommended approval of the conditional use permit amendment, subject to conditions, after making the following findings of fact:

- 1) Schweiger Rentals LLC owns the property at 970 County Highway 10.
- 2) The property is zoned C-2 Neighborhood & Service Center Commercial. Auto service and repair is a conditional use in the C-2 district.
- 3) Lake City Transportation has applied for a conditional use permit to operate their transport business including vehicle service and repair on site.
- 4) The use as conditioned with this approval meets the criteria for approving a Conditional Use Permit in Section 16.56.030(E)(1) of the City Code.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Spring Lake Park, Minnesota that the City Council hereby approves an amendment to the conditional use permit at 970 County Road 10 NE to permit an auto repair business/transportation company, subject to the following conditions:

- 1) All work on vehicles will be conducted within the enclosed building.
- 2) No storage of tires, vehicles, vehicle parts or other materials is permitted outside the building.
- 3) All vehicles parked on site will be operable and street worthy.
- 4) The number of vehicles parked and stored on site will not exceed the available on-site parking spaces.
- 5) A fence no more than 6 feet in height meeting City standards will be installed around the perimeter of the site to be reviewed and approved by the City Engineer.
- 6) The existing trees on site will be maintained or replaced at the owner's expense.

- 7) Hours of operation will be from 6:00 am to 7:00 pm; with vehicle maintenance activities only done between 7:00 am to 7:00 pm with doors closed.
- 8) Operations on site will at all times follow the performance standards in Section 16.28.010 of the Spring Lake Park Zoning Code for noise, odor, fumes, light and other impacts.
- 9) Minimum of six parking spaces for employees.
- 10) Stripping of the parking lot is required.

The foregoing Resolution was moved for adoption by Councilmember .

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

And the following voted against the same:

Whereon the Mayor declared said Resolution duly passed and adopted the 1st day of April, 2024.

APPROVED BY:

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

To: Spring Lake Park Planning Commission From: Phil Carlson, AICP, Stantec
City of Spring Lake Park
File: Lake City Transportation Date: March 25, 2024
970 County Highway 10
Applicant: Gutu Urgessa
Owner: Schweiger Rentals LLC

Re: Conditional Use Permit, Auto Service, 970 County Highway 10

INTRODUCTION

Lake City Transportation wants to operate their transport business from the site at 970 County Highway 10, the former Rent-N-Travel RV rental and sales business in the C-2 zoning district. The company has vans and small buses that transport students, special needs children, and the homeless for local school districts. There will be some service and repair of vehicles on site in the building. "Auto service" is a conditional use in the C-2 district.

Adjacent uses include commercial to the west and southwest, the frontage road and County Highway 10 to the north, the Legends apartment complex to the east, a vacant City-owned parcel to the south, and Triangle Memorial Park to the south and southwest across Manor Drive.

PLANNING & ZONING CONTEXT

The property is guided Commercial on the City's Land Use Plan and zoned C-2 Neighborhood & Service Center Commercial, as illustrated on the map excerpts on the next page. The site has had commercial uses for many years, including the RV rental and sales use with many large vehicles on site.

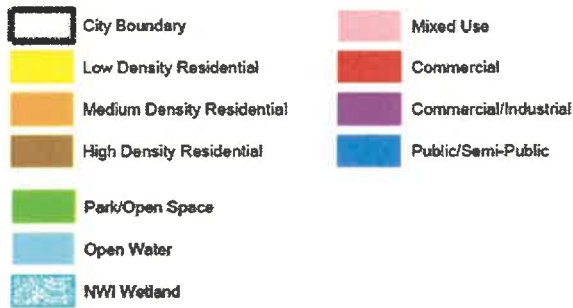
All service and repair work must be done within the building and the site will be fenced to screen stored vehicles from surrounding uses.

A conditional use is considered a permitted use to which reasonable conditions can be attached by the City to address issues that may impact surrounding properties. The City is obliged to develop conditions that would make the use compatible, rather than simply deny it.

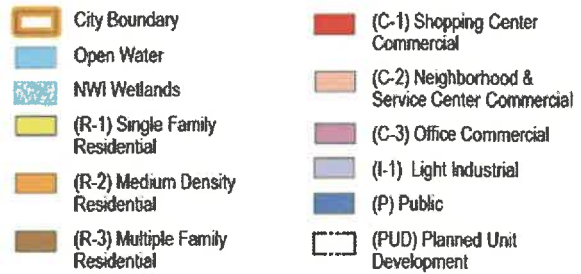


Re: **Conditional Use Permit, Auto Service, 970 County Highway 10**

Future Land Use Plan



Zoning Map



Site Viewing West from Service Drive and Laddie Road (Google Street View, 2022)



Re: **Conditional Use Permit, Auto Service, 970 County Highway 10**

CONDITIONAL USE CRITERIA

The criteria in Section 16.56.030(E)(1) of the Zoning Code related to Conditional Uses are as follows:

- a. *The proposed use at the particular location requested is necessary or desirable to provide a service or a facility which is in the interest of public convenience and will contribute to the general welfare of the neighborhood or community;***

The use – vehicle storage and service – is assumed to be necessary and desirable.

- b. *The use will not, under the circumstances of the particular case, be detrimental to the health, safety, morals, or general welfare of persons residing or working in the vicinity or injurious to property values or improvements in the vicinity;***

The use, if conducted properly, will not be detrimental to people in the vicinity. There will added fencing which will primarily impact the apartment use to the east across Laddie Drive. There are existing overstory trees on the boulevard which need to be maintained to preserve what little vegetation and green space there is on site.

- c. *The proposed use will comply with the regulations specified in this title for the district in which the proposed use is to be located;***

No changes are proposed to the building or site at this time other than fencing, so the existing conditions are legal, even if non-conforming. The site does not comply with the parking setback to the front (25 ft required, 10 ft existing) and west side (10 ft required, 1 ft existing), but it does comply with the 35% maximum building coverage and 75% maximum impervious lot coverage regulations.

- d. *The use is one of the conditional uses specifically listed for the district in which it is to be located;***

The use is listed as a Conditional Use in the C-2 district.

- e. *The proposed use shall not have a detrimental effect on the use and enjoyment of other property in the immediate vicinity;***

The use and enjoyment of this area will not be impacted by the operation of this business if it is conducted within the building and if the site is properly screened.

- f. *The use will not lower property values or impact scenic views in the surrounding area;***

The conduct of the use itself will not lower property values, and will involve minimal change to the property.

- g. *Existing streets and highways and proposed access roads will be adequate to accommodate anticipated traffic;***

The streets are adequate to serve the use.

- h. *Sufficient off-street parking and loading space will be provided to serve the proposed use;***

The conditional use permit will stipulate that all vehicles will be stored in the available parking spaces or within the building.

Re: Conditional Use Permit, Auto Service, 970 County Highway 10

i. The use includes adequate protection for the natural drainage system and natural topography;

Site drainage is not changing.

j. The proposed use includes adequate measures to prevent or control offensive odor, fumes, dust, noise, or vibration so that none of these will constitute a nuisance; and

It is assumed that the use will continue to limit odor, fumes, dust, noise and vibration as required by the code.

k. The proposed use will not stimulate growth incompatible with prevailing density standards.

Not applicable.

RECOMMENDATION

I recommend that the Planning Commission recommend approval of a Conditional Use Permit including auto repair use at 970 County Highway 10 with the following conditions and findings of fact:

Conditions of Approval

- 1) All work on vehicles will be conducted within the enclosed building.
- 2) No storage of tires, vehicles, vehicle parts or other materials is permitted outside the building.
- 3) All vehicles parked on site will be operable and street worthy.
- 4) The number of vehicles parked and stored on site will not exceed the available on-site parking spaces.
- 5) A fence no more than 6 feet in height meeting City standards will be installed around the perimeter of the site to be reviewed and approved by the City Engineer.
- 6) The existing trees on site will be maintained or replaced at the owner's expense.
- 7) Movement of vehicles or other noisy activity will be limited to a reasonable level between the hours of 10 pm and 7 am so as not to disturb the peace and quiet of the neighborhood.
- 8) Operations on site will at all times follow the performance standards in Section 16.28.010 of the Spring Lake Park Zoning Code for noise, odor, fumes, light and other impacts.

Finding of Fact for Approval

- 1) Schweiger Rentals LLC owns the property at 970 County Highway 10.
- 2) The property is zoned C-2 Neighborhood & Service Center Commercial. Auto service and repair is a conditional use in the C-2 district.
- 3) Lake City Transportation has applied for a conditional use permit to operate their transport business including vehicle service and repair on site.
- 4) The use as conditioned with this approval meets the criteria for approving a Conditional Use Permit in Section 16.56.030(E)(1) of the City Code.



March 25, 2024
Spring Lake Park Planning Commission
Page 5 of 5

Re: Conditional Use Permit, Auto Service, 970 County Highway 10

OPTIONS

- 1) Recommend approval of the CUP as presented with the recommended conditions and findings, or as modified by the Planning Commission.
- 2) Recommend denial of the CUP, with findings for denial.
- 3) Continue the item to a future meeting to gather more information or more discussion.

60-DAY RULE

The Conditional Use Permit application was received on February 27, 2024. The deadline for final action by the City Council per State statute 15.99 is April 28, 2024.



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

For Office Use Only	
Case Number:	
Fee Paid:	2000 - 157091
Received by:	
Date Filed:	2/28/24
Date Complete:	
Base Fee:	500 Escrow: 1500

DEVELOPMENT APPLICATION

TYPE OF APPLICATION (Check All That Apply)		
<input type="checkbox"/> Appeal <input type="checkbox"/> Comprehensive Plan Amendment <input type="checkbox"/> Ordinance Amendment (Text) <input type="checkbox"/> Rezoning <input type="checkbox"/> Planned Unit Development	<input type="checkbox"/> Site Plan/Building Plan Review <input type="checkbox"/> Conceptual Plan Review <input checked="" type="checkbox"/> Conditional Use Permit <input type="checkbox"/> Variance <input type="checkbox"/> Street or Easement Vacation	<input type="checkbox"/> Minor Subdivision <input type="checkbox"/> Lot Combination <input type="checkbox"/> Preliminary Plat <input type="checkbox"/> Final Plat <input type="checkbox"/> Other _____
PROPERTY INFORMATION		
Street Address: 970 Highway 10 Spring Lake Park, MN 55432		
Property Identification Number (PIN#): 01.30.24.22.0123		Current Zoning: C-2
Legal Description: 01.30.21.22.0045, 01.30.24.22.0044, 01.30.24.22.0141 (Attach if necessary):		
APPLICANT INFORMATION		
Name: Gutu Urgessa		Business Name: Lake City Transportation
Address: 1858 Dear Hills Trail		
City: Eagan	State: MN	Zip Code: 55122
Telephone: 612-669-2238	Fax:	E-mail: gutu@lakecitytransportation.com
Contact: Phone		Title: Owner
OWNER INFORMATION (if different from applicant)		
Name: Keith Schweiger		Business Name: Perfect 10 Auto
Address: 926 County Hwy 10 NE		
City: Spring Lake Park	State: MN	Zip Code: 55432
Telephone: 763-277-7777	Fax:	E-mail: brosalesinc@aol.com
Contact:		Title: Owner
DESCRIPTION OF REQUEST (attach additional information if needed)		
Existing Use of Property:	Was an RV rental place, it is currently not occupied	
Nature of Proposed Use:	Type III Transportation Base Location for School Districts and Schools. Will do van maintenance in shop for the vehicles that transport the students	
Reason(s) to Approve Request:	We serve the community by transporting students to school in our mini Vans (Type III Vehicles)	
PREVIOUS APPLICATIONS PERTAINING TO THE SUBJECT SITE		
Project Name:		Date of Application:
Nature of Request:		
NOTE: Applications only accepted with ALL required support documents. See City Code		

APPLICATION FEES AND EXPENSES:

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

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

Minnesota Statute § 471.462 requires all cities to provide, upon request, a nonbinding estimate of consulting fees in connection with applications for permits, licenses, or other approvals relating to real estate development or construction. If the applicant requests the estimate, the application shall not be deemed complete until the City has (1) provided an estimate to the applicant; (2) received the required application fees, as specified by the City; (3) received a signed acceptance of the fee estimate from the applicant; and (4) received a signed statement that the applicant has not relied on the estimate of fees in its decision to proceed with the final application from the applicant.

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

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

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

E-mail gutu@lakecitytransportation.com Fax _____ USPS - Certified Mail

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

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

I understand that this application will be processed in accordance with established City review procedures and Minnesota Statutes Section 15.99 as amended, at such time as it is determined to be complete. Pursuant to Minnesota Statutes Section 15.99, the City will notify the applicant within fifteen (15) business days from the filing date of any incomplete or other information necessary to complete the application, including all four requirements of Minnesota Statute § 471.462, should I request a written estimate of consultant fees. Failure on my part to supply all necessary information as requested by the City may be cause for denying this application.

Applicant: Gutu Urgessa ES* Date: 2-27-24

Owner: Keith Schweiger Date: 2-27-24

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

**City of Spring Lake Park
Conditional Use Permit Worksheet**

A conditional use permit cannot be approved unless the Planning and Zoning Commission and the City Council make certain findings and recommendations. Please provide a response on how/why your project meets the below stated criteria. Use additional sheets if necessary. If some items are not applicable for your project, write N/A. Contact the Zoning Administrator with any questions.

1. That the proposed use at the particular location requested is necessary or desirable to provide a service or a facility which is in the interest of public convenience and will contribute to the general welfare of the neighborhood or community. We transport mainly homeless, Special needs, and Reg Ed students within the community on Type III vehicles to get them to school so they receive their needed services and receive a quality education.

2. That the use will not be detrimental to the health, safety, morals, or general welfare of persons residing or working in the vicinity of the use or injurious to property values/improvements within the vicinity of the use. All of our employees have background checks and we do not provide any type of service that would be detrimental to any persons in the area. Our service is transporting students within the community to their program or school.

3. That the proposed use will comply with the regulations specified in Chapter 153 of the Zoning Code. This is a service company that provides transportation for school districts and schools, which falls within the regulations. There is another company within a mile providing this similar service in this zoning area.

4. That the proposed use shall not have a detrimental effect on the use and enjoyment of other property in the immediate vicinity. We will have this property fenced in with a minimum of a 6 foot high Opaque fence so nobodies enjoyment shall be affected.

5. That the use will not lower property values or impact scenic views in the surrounding area. _____
Based on the highway and next to other businesses this will not impact any scenery
Including this business in the community is an asset for the community

6. That existing utilities, streets, highways and proposed access roads will be adequate to accommodate anticipated traffic. _____ All of the roads right off of the highway are more than adequate to host the traffic needs.

7. That the use includes adequate protection for the natural drainage system and natural topography. _____ The business drainage is already set up and is adequate at this property.
The current city drainage is already set up and is adequate at this property

8. That the proposed use includes adequate measures to prevent or control offensive odor, fumes, dust, noise or vibration so that none of these will constitute a nuisance. _____ For the minor amount of maintenance done and usage of the building it is adequate to contain and control all and any nuisance. We will be installing a 6 ft Opaque fence to further prevent and control this.

9. That the proposed use will not stimulate growth incompatible with prevailing density standards. _____ We will not grow or stimulate any growth that is incompatible with the prevailing standards.

DWK INC
PIN: 01-30-24-22-0135
4329 N WOODGATE LN
EAGAN, MN 55122

HUSEBY, ROGER L
PIN: 01-30-24-22-0143
11620 3RD AVE N
PLYMOUTH, MN 55441

HUSEBY, ROGER L
PIN: 01-30-24-22-0045
11620 3RD AVE N
PLYMOUTH, MN 55441

ADS LLC
PIN: 01-30-24-22-0046
950 COUNTY RD 10 NE STE 120
SPRING LAKE PARK, MN 55437

ADS LLC
PIN: 01-30-24-22-0047
950 COUNTY RD 10 NE STE 120
SPRING LAKE PARK, MN 55437

PIN: 01-30-24-22-9906

SCHWEIGER RENTALS LLC
PIN: 01-30-24-22-0134
913 MANOR DR NE
SPRING LAKE PARK, MN 55432

HUSEBY, ROGER L
PIN: 01-30-24-22-0144
11620 3RD AVE N
PLYMOUTH, MN 55441

HUSEBY, ROGER L
PIN: 01-30-24-22-0141
11620 3RD AVE N
PLYMOUTH, MN 55441

SCHWEIGER, KEITH
PIN: 01-30-24-22-0049
926 COUNTY HIGHWAY 10
SPRING LAKE PARK, MN 55432

SPRING LAKE PARK LEASED H...
PIN: 01-30-24-22-0175
2905 NORTHWEST BLVD STE 1...
MINNEAPOLIS, MN 55441

CINMAR LLC
PIN: 01-30-24-22-0176
4720 155TH LN NW
RAMSEY, MN 55303

ADS LLC
PIN: 01-30-24-22-0055
950 COUNTY RD 10 NE STE 120
SPRING LAKE PARK, MN 55437

HUSEBY, ROGER L
PIN: 01-30-24-22-0123
11620 3RD AVE N
PLYMOUTH, MN 55441

TIU INVESTMENT HOLDINGS LL...
PIN: 01-30-24-22-0054
2597 7TH AVE E
SAINT PAUL, MN 55109

HUSEBY, ROGER L
PIN: 01-30-24-22-0142
11620 3RD AVE N
PLYMOUTH, MN 55441

HUSEBY, ROGER L
PIN: 01-30-24-22-0044
11620 3RD AVE N
PLYMOUTH, MN 55441

ADS LLC
PIN: 01-30-24-22-0048
950 COUNTY RD 10 NE STE 120
SPRING LAKE PARK, MN 55437

SPRING LAKE PARK CITY OF
PIN: 01-30-24-22-0140
1301 81ST AVE NE
SPRING LAKE PARK, MN 55432

FOGERTY NORTH TOWN LLC
PIN: 01-30-24-22-0019
479 APOLLO DR STE 50
LINO LAKES, MN 55014

STRAMER RAYMOND A & ROSE...
PIN: 01-30-24-22-0105
8435 LADDIE RD NE
SPRING LAKE PARK, MN 55432

SCHWEIGER, KEITH
PIN: 01-30-24-22-0051
926 COUNTY HIGHWAY 10
SPRING LAKE PARK, MN 55432

ADS LLC
PIN: 01-30-24-22-0056
950 COUNTY RD 10 NE STE 120
SPRING LAKE PARK, MN 55437

ACCAP/RISE
PIN: 01-30-24-22-0018
1201 89TH AVE NE #345
BLAINE, MN 55434

SPRING LK PK CITY OF
PIN: 01-30-24-22-0061
1301 81ST AVE NE
SPRING LK PK, MN 55432

SCHWEIGER, KEITH
PIN: 01-30-24-22-0050
926 COUNTY HIGHWAY 10
SPRING LAKE PARK, MN 55432

CITY OF SPRING LAKE PARK
NOTICE OF PUBLIC HEARING

Notice is hereby given that the Spring Lake Park Planning Commission will hold a public hearing on Monday, March 25, 2024 at 7:00pm, or soon thereafter, to consider the following:

Property Owner: Keith Schweiger
Applicant: Gutu Urgessa
Location: 970 Highway County 10
Petition: The applicant is seeking a conditional use permit to allow applicant to operate a Type III Transportation Base Location and permit fleet vehicle maintenance and repair in the existing building.

The public hearing will be held at Able Park Building, 8200 Able Street NE, Spring Lake Park, MN. Agenda materials will be available on the Friday prior to the meeting at www.slpmn.org/meetings. Interested individuals or organizations are encouraged to submit written comments prior to the hearing. All interested parties will be heard.

Daniel R. Buchholtz
Administrator, Clerk/Treasurer

Posted: March 15, 2024
Published: March 15, 2024

CITY OF SPRING LAKE PARK

Cashier asystAdmin
At Front Counter

2/28/24 1:35pm 157091

From: LAKE CITY TRANSPORTATI
970 CTY RD 10

CR Escrow for CUP 1500.00
LAKE CITY
TRANSPORTATION

CR Conditional Us 500.00
LAKE CITY
TRANSPORTATION

Receipt total 2000.00

CK 2739 2000.00

Change Due 0.00

Thank you!

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park Planning Commission was held on March 25, 2024, at the City Hall, at 7:00 PM.

1. CALL TO ORDER

Chair Hansen called the meeting to order at 7:00 PM.

2. ROLL CALL

MEMBERS PRESENT

Chair Hans Hansen
Commissioner Rick Cobbs
Commissioner Brad Delfs
Commissioner Sharon Weighous

MEMBERS ABSENT

Commissioner Kelsey Hollihan
Commissioner Eric Julien

STAFF PRESENT

Building Official Jeff Baker, Deputy City Clerk Wanda Brown, Planner Lauren Wahlburg

VISITORS

Keith Schweiger 913 Manor Drive NE Spring Lake Park MN

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF MINUTES

A. Approval of Minutes – February 26, 2024 Meeting

Motion made by Commissioner Delfs, seconded by Commissioner Cobbs, to approve the minutes from February 26, 2024 Planning Commission meeting.

Voting Aye: Commissioner Weighous, Commissioner Delfs, Commissioner Cobbs,
Chairperson Hansen. Motion carried.

5. PUBLIC HEARING

A. Public Hearing – Conditional Use Permit for Lake City Transportation Auto Service, 970 County Highway 10 NE, to Operate a Transportation Base Location

City Planner Wahlburg provided an overview of the conditional use permit request from Lake City Transportation. She stated that the applicant is seeking to operate a transport business from the site at 970 County Highway 10. Ms. Wahlburg stated that there will be

some service and repair of vehicles on site in the building. She stated that auto service is a conditional use in the C-2 zoning district.

Planner Wahlburg stated that she has reviewed the application and is recommending approval of the application, with the following conditions:

- All work on vehicles will be conducted within the enclosed building.
- No storage of tires, vehicles, vehicle parts or other materials is permitted outside the building.
- All vehicles parked on site will be operable and street worthy.
- The number of vehicles parked and stored on site will not exceed the available on-site parking spaces.
- A fence no more than 6 feet in height meeting City standards will be installed around the perimeter of the site to be reviewed and approved by the City Engineer.
- The existing trees on site will be maintained or replaced at the owner's expense.
- Movement of vehicles or other noisy activity will be limited to a reasonable level between the hours of 10 pm and 7 am so as not to disturb the peace and quiet of the neighborhood.
- Operations on site will at all times follow the performance standards in Section 16.28.010 of the Spring Lake Park Zoning Code for noise, odor, fumes, light and other impacts.

Planner Wahlburg stated that the applicant was not present but the owner of the property was in attendance to answer questions.

Keith Schweiger, owner of 970 County Highway 10, stated that the building, has four 30-foot garage doors. He stated that the building is 45 feet deep. Mr. Schweiger stated that the applicant will be using small vans and passenger buses. He stated that there is no activity conducted at night. Mr. Schweiger said that the building is large enough to do auto work on several vehicles inside at the same time.

Chairperson Hansen opened the public hearing at 7:22 PM, seeing no one in attendance to speak he closed the public hearing at 7:23 PM.

Motion made by Commissioner Weighous, seconded by Commissioner Cobb to recommend approval of the conditional use permit for Lake City Transportation Auto Service, 970 County Highway 10 NE, to Operate a Transportation Base Location, subject to the following conditions:

- All work on vehicles will be conducted within the enclosed building.
- No storage of tires, vehicles, vehicle parts or other materials is permitted outside the building.
- All vehicles parked on site will be operable and street worthy.
- The number of vehicles parked and stored on site will not exceed the available on-site parking spaces.

- A fence no more than 6 feet in height meeting City standards will be installed around the perimeter of the site to be reviewed and approved by the City Engineer.
- The existing trees on site will be maintained or replaced at the owner's expense.
- Hours of operation will be from 6:00 am to 7:00 pm; with vehicle maintenance activities only done between 7:00 am to 7:00 pm with doors closed.
- Operations on site will at all times follow the performance standards in Section 16.28.010 of the Spring Lake Park Zoning Code for noise, odor, fumes, light and other impacts.
- Minimum of six parking spaces for employees.
- Stripping of the parking lot is required.

Voting Aye: Commissioner Weighous, Commissioner Delfs, Commissioner Cobbs, Chairperson Hansen. Motion carried.

6. OTHER

None

7. ADJOURN

Motion made by Commissioner Delfs, seconded by Commissioner Cobbs to adjourn.

Voting Aye: Commissioner Weighous, Commissioner Delfs, Commissioner Cobbs, Chairperson Hansen. Motion carried.

Meeting adjourned at 7:25 PM.

To: Dan Buchholtz, Administrator
City of Spring Lake Park

From: Phil Gravel
City Engineer

Project/File: 2024 Street Project

Date: March 25, 2024

Reference: Materials Testing - 2024 Street Improvements Project

Materials testing is required as part of the construction phase for the Sanburnol, Elm, and 83rd Avenue street project. Materials testing includes compaction testing on utility trenches. It also includes testing the aggregate base, concrete, and bituminous used on the project.

Attached is a Proposal from American Engineering Testing (AET) to complete the required materials testing on the project. The testing will be completed in accordance with MnDOT State Aid requirements. The estimated cost for the materials testing is \$20,870 to \$26,471.

We have reviewed the Proposal from AET. **We recommend that the city accept the proposal and execute the Agreement with AET.**

Please feel free to contact me if you have any questions or require any additional information on this matter.

March 15, 2024

City of Spring Lake Park
c/o Stantec Consulting Services, Inc.
1301 81st Avenue Northeast
Spring Lake Park, MN 55432



Attn: Phil Grave, PE – City Engineer
Phil.Gravel@stantec.com

RE: Quality Assurance Testing Proposal
2024 85th Ave/Sanburnol Dr, Elm Dr, & 83rd Ave Improvements
S.A.P. 106-115-007, 106-129-002, 183-103-001, 183-104-001, 183-107-102
Spring Lake Park, Minnesota
AET Proposal No. P-0031840

Dear Mr. Gravel:

Thank you for the opportunity to provide a proposal to perform testing services on the referenced project. This proposal has been prepared in response to your email request on March 12, 2024, and describes our understanding of the project, our anticipated scope of services, our unit rates, and an estimated total fee to perform these services.

PROJECT INFORMATION

The City of Spring Lake Park (the City) will be performing a street and utility improvements project during the 2024 construction season. Construction is anticipated to begin in spring, 2024, and be substantially completed by September 1, 2024. The project area will include University Avenue Service Road, Sanburnol Drive/8th Avenue, Elm Drive, and 83rd Avenue. The project will be funded with a mix of state aid and municipal funds.

Plans and Specifications were prepared by Stantec. We understand Construction Inspection and Contract Management of the project will be performed by Stantec. The project includes full depth reclamation, mill and overlay, grading, aggregate base, storm sewer replacements curb and gutter, bituminous pavement, concrete sidewalk, and pedestrian ramps.

GEOTECHNICAL INFORMATION

A geotechnical exploration and analysis was performed for this project by AET. The results were presented in our Report of Geotechnical Exploration and Review, dated July 28, 2023 (AET Project No. P-0022957). In the report, the site soil profile is generalized as fill underlain by coarse

550 Cleveland Avenue North | Saint Paul, MN 55114

Phone (651) 659-9001 | (800) 972-6364 | Fax (651) 659-1379 | teamAET.com | AA/EEO

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alluvium. Reference should be made to that report for more details regarding site conditions and recommendations.

PROJECT APPROACH

During the construction improvements, AET will provide experienced MnDOT certified Engineering Technicians to perform sampling and material testing services in accordance with the 2023 State Aid for Local Transportation Schedule of Materials Control (2023 SALT SMC) and project specific testing requirements referenced in the Project Manual. For this project, Ryan Schaefer will be AET's contact. He can be reached at 651-603-6639 (office). AET requires a minimum of 24 hours' notice of the need for Services.

We understand that the City will contract with MnDOT Metro Inspections for bituminous and concrete plant monitoring.

SCOPE OF SERVICES

Based on our review of the available plans and our experience with Stantec on similar projects, our anticipated scope of services is outlined below. These services will be provided on an on-call basis coordinated through authorized Stantec field personnel.

Soils Sampling and Testing

Our estimate of the sampling and testing to be performed on the grading and base items is based on the requirements of MnDOT's "Specified Density Method" and in accordance with the 2023 SALT SMC. AET will perform MnDOT Relative Density testing (Proctor) as well as in-place density and moisture testing on the utility trench backfill.

The MnDOT Dynamic Cone Penetrometer will be used to test compaction on the Class 5 Aggregate Base sections of the project following the MnDOT Penetration Index procedures in accordance with the 2023 SALT SMC.

AET will perform the sampling of the soils and Class 5 Aggregate Base materials and transport the samples to our St. Paul, Minnesota laboratory. Stantec personnel will update AET on the schedule of material placement, material sources (including changes in source), and changes in quantities.

Full Depth Reclamation (FDR)

AET will perform dynamic cone penetrometer (DCP) testing and moisture content testing of the full depth reclamation material along with up to 3 gradations in accordance with the 2023 SALT

SMC. We have not included gradations of this material in our proposal but will at your request. The frequency of these gradations for an FDR project are at the discretion of the Engineer. We assume the City's Inspector will perform depth checks of the FDR material.

Bituminous Pavement Sampling and Testing

As bituminous paving is being completed, AET personnel will pick up companion samples provided by the contractor, during each day of paving, and transport the samples to our St. Paul, Minnesota laboratory. Samples will be tested in our laboratory for MnDOT Gyration Mix Properties as follows:

- Gyration Density (AASHTO T 312) MnDOT Modified
- Rice Specific Gravity (ASTM D2041)
- Asphalt Extraction and Aggregate Gradation (ASTM D2172 Method E-11) MnDOT Modified C137 and C117
- Fine Aggregate Angularity (AASHTO T 304, Method A, MnDOT 1206.5)
- Coarse Aggregate Angularity, One Face (ASTM D5821)

AET assumes that Stantec will utilize the MnDOT program to determine random core locations of bituminous based on information regarding tonnage (lot sizes) and pavement placement patterns. We also assume Stantec personnel will mark the core locations in the field. This proposal does not incorporate the time and cost to mark the core locations or to determine random core locations. These services can be provided at your request. Stantec will coordinate the removal of both the contractor and companion cores with the contractor.

After the completion of the coring, AET will retrieve companion core samples from the project contractor for laboratory testing. This testing will include the following:

- The thickness of each layer of the core sample
- The density of each layer of the core sample

Concrete Sampling and Testing

During the placement of concrete, AET will perform field testing consisting of slump, air content, temperature of the plastic concrete, and casting of cylinders for compression testing. The 2023 SALT SMC requires field testing for slump, air content, and temperature per every 100 cubic yards of each type of concrete placed each day. Compressive strength cylinders (1 set of 3 cylinders) are required once per every 300 cubic yards of each type of concrete placed each day; the cylinders will be retrieved the following day for curing and testing in our laboratory. The 3 cylinders are to be tested at 28-days. We are proposing to cast sets of 5 cylinders, with



compressive strength testing as follows: 1 at 7 days, 3 at 28 days, and the 5th cylinder will be held in reserve for future testing if the 28-day strength requirement is not met.

We have assumed Stantec personnel will be compiling the concrete batch tickets, certificates of compliance, and AET's field test results of the plastic concrete, which we will provide each day we are on-site performing testing services.

REPORTING

AET staff will prepare reports for Stantec to review. These reports will include the results of our field and laboratory testing as performed per the 2023 SALT SMC and testing frequencies referenced in the project documents. AET will complete the Preliminary Grading and Base Report and the Final Grading and Base Report, once provided with final project quantities. Daily field reports will also be prepared and made available upon request.

ESTIMATED FEES

Our services will be provided on a unit cost basis according to the unit rates provided in the attached Materials Testing Estimate. Our invoices will be determined by multiplying the number of personnel hours or tests by their respective unit rates. The rates are from the annual fee schedule for 2024 projects.

We have estimated a "minimum required estimate" for the project which estimates the tests needed to satisfy the requirements as defined in the 2023 SALT SMC and the project documents. The "likely needed estimate" is the cost that we anticipate will be required to complete the previously described testing services, based on our experience, and assumed scheduling of the project. Therefore, we propose a budget cost estimate using the "likely needed" estimate for the scope of services for the project as outlined in this proposal. Our "likely needed" estimated fee is **\$26,471.00**. We refer you to the attached Materials Testing Estimate as reference to how we arrived at this estimated cost.

We caution that this is only an estimated cost. Often, variations in the overall cost of the services occur due to reasons beyond our control, such as weather delays, changes in the contractor's schedule, unforeseen conditions, or retesting. These variations will affect the actual invoice totals, either increasing or decreasing our total costs for the project from those estimated in this proposal. If more time or tests are required, additional fees may be needed to complete the project testing services. If less time or tests are needed, a cost savings will be realized. We will not, however, exceed the estimated total cost for the project without first obtaining your authorization.



TERMS AND CONDITIONS

All AET Services are provided subject to the Terms and Conditions set forth in the enclosed Construction Service Agreement—Terms and Conditions, which, upon acceptance of this proposal, are binding upon you as the Client requesting Services, and your successors, assignees, joint venturers, and third-party beneficiaries. Please be advised that additional insured status is granted only upon written acceptance of the proposal.

ACCEPTANCE

AET requests written acceptance of this proposal in the Proposal Acceptance box below, but the following actions shall constitute your acceptance of this proposal together with the Terms and Conditions: 1) issuing an authorizing purchase order for any of the Services described in this proposal, 2) authorizing AET's presence on site, or 3) written or electronic notification for AET to proceed with any of the Services described in this proposal. Please indicate your acceptance of this proposal by signing below and returning a copy to us. When you accept this proposal, you represent that you are authorized to accept on behalf of the Client.

GENERAL REMARKS

AET appreciates the opportunity to provide this service for you and looks forward to working with you on this project. If you have any questions or need additional information, please contact me.

Sincerely,

American Engineering Testing

Handwritten signature of Ryan S. Schaefer in blue ink.

Ryan S. Schaefer
Geologist I/Project Manager
rschaefer@teamAET.com
612-618-8066

Handwritten signature of Jesse A. Mohler in blue ink.

Jesse A. Mohler
Engineer II
jmohler@teamAET.com
651-523-1276



ACCEPTANCE AND AUTHORIZATION: AET Proposal No. P-0031840

SIGNATURE: _____

PRINTED NAME: _____

COMPANY: _____

ADDRESS: _____

PHONE NUMBER AND EMAIL: _____

DATE: _____

INVOICING INFORMATION (Provide Company AP Department Information, if present.)

AP CONTACT NAME: _____

BILLING/MAILING ADDRESS: _____

AP PHONE NUMBER AND INVOICE EMAIL: _____

P.O. NO./ PROJECT NO.: _____

- Attachments: Materials Testing Estimate
Construction Service Agreement – Terms and Conditions
Certificate of Insurance
W9



**Materials Testing Estimate for 2024 85th Ave/Sanburnol Dr, Elm Dr, & 83rd Ave Imp. – 2023 SALT SMC
SAP 106-115-007, 106-129-002, 183-103-001, 183-104-001, 183-107-102; Spring Lake Park, Minnesota**

Material	Units	Quantity	Trips	Hours	Agency Testing & Frequency	# of Tests		Cost per Test (\$)	Cost (\$)	
						Minimum	Likely		Minimum	Likely
Storm Sewer	LF	827	8	20	Proctor (1/soil type) Trenches, Specified Density Nuclear Gauge (1/500/2' fill/structure) Relative Moisture (1/10,000 CY, 10 max)	1	4	184.00	184.00	736.00
Select Granular Embankment, Note 1	CY	222	1	2	Gradation (1/40,000 CY) Penetration Index DCP (1/2,000 CY) Relative Moisture (1/10,000 CY, 10 max)	0	0	63.00	0.00	0.00
Aggregate Base Class 5 ±4.665 LF of trail	CY	3,559	6	15	Gradation (2 per lot, 1 lot ≤ 2,000 CY) Road, Penetration Index DCP (1/500 CY) Walks and Trails, DCP (1/500 feet) Relative Moisture (1/1,000 CY, 10 max) Percent Crushed (1/1,000 CY, if required) LAR (1/1,000 CY, if required) Insoluble Residue (1/1,000 CY, if required) Litho Exam & Shale Float Test (1/1,000 CY, if required) Bitumen Content (Engineer's discretion)	4	4	135.00	540.00	540.00
Full Depth Reclamation (FDR)	CY	12,988	2	5	Gradation (Engineer's discretion) Penetration Index DCP (1/3,000 SY) Relative Moisture (1/20,000 CY)	0	3	135.00	0.00	405.00
Bituminous - SP WE/NW	TON	5,410	7	14	MnDOT Gyrotory Mix Properties (1/day/mix type) Companion Core Density & Thickness	1	1	53.00	53.00	53.00
Concrete - Sidewalk, Pedestrian Ramps, Curb & Gutter	CY	116	6	18	Plastic Concrete Testing (1 set of tests/100 CY) - Included in hourly rate see below Concrete Compressive Strength, Curing, & Handling 4x8 Cylinders (includes mold) (5 cys/300 CY) Concrete sample pick up from job site	15	30	42.00	630.00	1260.00
Subtotal =						3	6	100.00	7,615.00	12,751.00

Notes:

- For grading and base materials, per the 2023 SALT SMC, less than 500 tons (250 CY) may be accepted by the Engineer without testing.
- Material quantities are estimated based upon Statement of Estimated Quantities, conversions, and plans.
- Number of "Likely" bituminous samples, cores, and trips assumes 7 days of paving (500 to 800 tons of bituminous per day). Assumes testing of all companion cores and no longitudinal density cores.
- We have not included time for marking bituminous core locations or for determining the random bituminous core locations.

Time and Mileage	Unit	Rate (\$)	Minimum Quantity	Likely Quantity	Minimum Cost	Likely Cost
Mileage, Personal Automobile/Truck	Mile	1.30	1,050	1,050	1,365.00	1,365.00
Technician II	Hour	115.00	74	74	8,510.00	8,510.00
Engineer II, Final Project Summary Report	Hour	190.00	8	8	1,520.00	1,520.00
Engineer II, Project Management	Hour	190.00	8	10	1,520.00	1,900.00
Project Administrator	Hour	85.00	4	5	340.00	425.00
Subtotal =					13,255.00	13,720.00

Total Cost Estimate =	Minimum	20,870.00
	Likely	26,471.00

Estimate prepared by: **Ryan Schaefer**

SECTION 1 - RESPONSIBILITIES

1.1 – This Service Agreement – Terms and Conditions (“terms and conditions”) is applicable to all services (“Services”) provided by American Engineering Testing, Inc. (AET). As used herein “Services” refer to the scope of Services described in the proposal submitted by AET to Client. The proposal, these terms and conditions and any appendices attached hereto shall comprise the agreement (“Agreement”) between AET and Client for Services described in the proposal and are binding upon the Client, its successors, assignees, joint ventures and third-party beneficiaries. **AET requests written acceptance of the Agreement, but the following actions shall also constitute Client’s acceptance of the Agreement: 1) issuing an authorizing purchase order, task order, service order, or any other documentation for any of the Services, 2) authorizing AET’s presence on site, or 3) written or electronic notification for AET to proceed with any of the Services.** Issuance of a purchase order, task order or service order by Client which contains separate terms and conditions will not take precedence or modify the terms and conditions contained in this Service Agreement **AND THE TERMS AND CONDITIONS OF THIS SERVICE AGREEMENT AND ANY CORRESPONDING PROPOSAL ISSUED BY AET SHALL GOVERN UNLESS AUTHORIZED IN WRITING IN ADVANCE BY AET.**

1.2 - Prior to AET performing Services, Client will provide AET with all information that may affect the cost, progress, safety and performance of the Services. This includes, but is not limited to, information on proposed and existing construction, all pertinent sections of contracts between Client and their client and/or Owner which contain flow-down provisions to AET, if they are included, site safety plans or other documents which may control or affect AET’s Services. If new information becomes available or changes are made during AET’s Services, Client will provide such information to AET in a timely manner. Failure of Client to timely notify AET of changes to the project including, but not limited to, location, elevation, loading, or configuration of the structure or improvement will constitute a release of any liability of AET. Client will provide a representative for timely answers to project-related questions by AET.

1.3 - AET observes and tests earthwork and other construction operations and materials, and may provide opinions, conclusions and recommendations regarding the same. However, AET’s Services do not relieve the contractors of their contractual responsibility to perform their work in accordance with approved plans, specifications and building code requirements.

1.4 - AET personnel do not have authority to accept, reject, direct or otherwise approve the work of the contractor. AET cannot stop work or waive or alter the requirements of the project documents. Any authority given to AET by Client must be in writing prior to the start of Services.

1.5 - AET does not perform construction management, general contracting or surveying services and our involvement with the project does not constitute any assumption of those responsibilities.

1.6 - Services performed by AET often include sampling at specific locations. Client acknowledges the limitations inherent in sampling. Variations in conditions occur between and beyond sampled/tested locations. The passage of time, natural occurrences and direct or indirect human activities at the site or distant from it may alter the actual conditions. Client assumes all risks associated with such variations.

1.7 - AET is not responsible for interpretations or modifications of AET’s recommendations by other persons.

1.8 - Should change in conditions be alleged, Client agrees to notify AET before evidence of alleged change is no longer accessible for evaluation.

1.9 - Test borings and/or cone penetration test soundings to a proper depth below foundation grade and the base of suitable bearing soils are recommended to explore the deeper unseen soil and ground water conditions. Judgments made by AET personnel regarding the suitability of materials and ground water conditions below the bottom of an excavation are limited if sufficiently deep test borings/soundings are not provided by the Client prior to our observations and judgments. AET’s opinions, conclusions and recommendations are qualified to that extent.

1.10 – Pricing in the proposal assumes use of these terms and conditions. AET reserves the right to amend pricing if Client requests modifications to the Agreement or use of Client’s alternate contract format. Any contract amendments made after Client has authorized the Services shall be applicable only to Services performed after the effective date of such amendment. The proposal and these terms and conditions, including terms of payment, shall apply to all Services performed prior to the effective date of such amendment.

1.11 – The AET proposal accompanying these terms and conditions is valid for thirty (30) days after the proposal issuance date to the Client. Any attempt to authorize Services after the expiration date is subject to AET’s right to revise the proposal as necessary.

SECTION 2 – ON CALL SERVICES

2.1 - If AET’s Services are performed on an on-call basis at the direction of the Client or its authorized representatives, Client acknowledges the inherent limitations associated with performing engineering judgments and testing Services on an on-call basis, including without limitation, the inability to completely evaluate, document or judge work and conditions not directly observed or tested by AET. AET’s opinions, conclusions, and recommendations are qualified to the extent of those limitations.

2.2 - Density tests of fill soils represent conditions only at the locations and elevations tested and do not necessarily represent conditions laterally, above or below. AET can only provide judgments regarding the engineered fill system to adequately support the design construction loadings by monitoring the filling process on a continuous basis for consistency of soil type, moisture content, lift thickness, and compaction effort.

2.3 – AET requires a minimum of 24 hours’ notice of the need for Services. AET will not be liable for claims, damages, or delays related to failure of Client to provide adequate advance notice to AET.

SECTION 3 - SITE ACCESS, UNDERGROUND FACILITIES AND CONSTRUCTION STAKING

3.1 - Client will furnish AET safe and legal site access.

3.2 – With the exception of public utilities which AET will contact state “call before you dig” notification centers (e.g. Gopher State One call in Minnesota), Client will mark or cause to be marked the location of all other underground utilities and structures (Facilities) that service or are located on the site. AET shall be entitled to rely upon the accuracy of all location information supplied by any source.

3.3 – Client shall hold harmless, indemnify and defend AET from all claims, damages, losses, fines, penalties and expenses (including attorney’s fees) arising out of or related to the following: a) Facilities that are not shown or vary from the locations shown on any plans or drawings, b) Facilities that are not located by or vary from the locations marked by Client, governmental or quasi-governmental locator programs, or private utility locating services, or c) any other Facilities that are not disclosed or vary from locations provided by the Client. The obligation to defend AET shall be independent of the obligation to indemnify and hold harmless AET and shall be with independent counsel acceptable to AET.

3.4 - The location and elevation of a proposed structure or facility shall be staked (with offsets) and controlled by surveying or GPS equipment by others. AET’s measurements are made in relation to that information. The reliability of any opinions, conclusions, and recommendations based on those measurements is strictly dependent on the accuracy of the staking or GPS information provided by others.

3.5 - During construction, observations and testing Services are based on the positioning of the formwork by the contractor or its subcontractor. AET will not be responsible for any errors or damages resulting from improper location or positioning of the formwork.

SECTION 4 - SAFETY

4.1 - Client shall inform AET of any known or suspected hazardous materials or unsafe conditions at the site. Client or its authorized representative(s) is responsible for the safety of the jobsite. If, during the course of AET's Services, such materials or conditions are discovered, AET reserves the right to take measures to protect AET personnel and equipment or to immediately terminate Services. Client shall be responsible for payment of such additional protection costs.

4.2 - AET shall only be responsible for safety of AET employees at the site; the safety of all others shall be Client's or other persons' responsibility.

SECTION 5 - SAMPLES

5.1 - Client shall inform AET of any known or suspected hazardous materials prior to submittal to AET. All samples obtained by or submitted to AET remain the property of the Client during and after the Services. Any known or suspected hazardous material samples will be returned to the Client at AET's discretion.

5.2 - Non-hazardous samples will be held for thirty (30) days and then discarded unless, within thirty (30) days of the report date, the Client requests in writing that AET store or ship the samples. Storage and shipping costs shall be borne solely by Client.

SECTION 6 - PROJECT RECORDS

The original project records prepared by AET will remain the property of AET. AET shall retain these original records for a minimum of three years following submission of the report, during which period the project records can be made available to Client at AET's office at reasonable times.

SECTION 7 - STANDARD OF CARE

AET performs its Services consistent with the level of care and skill normally performed by other firms in the profession at the time of this service and in this geographic area, under similar budgetary constraints.

SECTION 8 - INSURANCE

AET maintains insurance with coverage and minimum limits shown below. AET will furnish certificates of insurance to Client upon request.

8.1 –

Workers' Compensation Employer's Liability	Statutory Limits \$100,000 each accident \$500,000 disease policy limit \$100,000 disease each employee
Commercial General Liability	\$1,000,000 each occurrence \$1,000,000 aggregate
Automobile Liability	\$1,000,000 each accident
Professional/Pollution Liability Insurance	\$1,000,000 per claim \$1,000,000 aggregate

8.2 - Commercial General Liability insurance will include coverage for Products/Completed Operations extending one (1) year after completion of AET's Services as outlined in our proposal, Property Damage, Personal Injury, and Contractual Liability coverage applicable to AET's indemnity obligations under this Agreement.

8.3 - Automobile Liability insurance shall include coverage for all owned, hired and non-owned automobiles.

8.4 - Professional/Pollution Liability Insurance is written on a claims-made basis and coverage will be maintained for one (1) year after completion of AET's Services as outlined in our proposal. Renewal policies during this period shall maintain the same retroactive date.

8.5 - **To the extent permitted by applicable state law, and upon Client's signing of the proposal, which includes these Terms and Conditions, and return of the same to AET, or Client provided forms of acceptance as defined in Section 1.1; Client and Owner shall be named an "additional insured" on AET's Commercial General Liability Policy (Form CG D4 14, which includes blanket coverage for the Additional Insured on a Primary and Non-Contributory basis). Client and Owner shall also be named an "additional insured" on a Primary and Non-contributory basis on AET's Automobile Liability Policy (Form CA T4 74). Any other endorsement, coverage or policy requirement may result in additional charges.**

8.6 - AET will maintain insurance coverage required by this Agreement at its sole expense, provided such insurance is reasonably available, with insurance carriers licensed to do business in the state in which the project is located and having a current A.M. Best rating of no less than A minus (A-). Such insurance shall provide for thirty (30) days prior written notice to Client for notice of cancellation or material limitations for the policy or ten (10) days' notice for non-payment of premium.

8.7 - AET reserves the right to charge Client for AET's costs for additional coverage requirements unknown on the date of the proposal, e.g., coverage limits or policy modification including waiver of subrogation, additional insured endorsements and other project specific requirements.

SECTION 9 - DELAYS

If delays to AET's Services are caused by Client or Owner, other parties, strikes, natural causes, pandemic, weather, or other items beyond AET's control, a reasonable time extension for performance of the Services shall be granted, and AET shall receive an equitable fee adjustment.

SECTION 10 - PAYMENT, INTEREST AND BREACH

10.1 - Invoices are due net thirty (30) days from the date of receipt of an undisputed invoice. Invoices will be paid without reductions for bond or retention. Client will inform AET of invoice questions or disagreements within fifteen (15) days of invoice date; unless so informed, invoices are deemed correct.

10.2 - Invoices remaining unpaid for sixty (60) days shall constitute a material breach of this Agreement, permitting AET, in its sole discretion and without limiting any other legal or equitable remedies for such breach, to terminate performance of this Agreement and be relieved of any associated duties to the Client or other persons. Further, AET may withhold from Client data and reports in AET's possession. If Client fails to cure such breach, all reports associated with the unpaid invoices shall immediately upon demand be returned to AET and Client may neither use nor rely upon such reports or the Services.

10.3 - AET reserves the right to pursue any unpaid invoice utilizing available remedies at law. AET explicitly reserves its Mechanic Lien or Bond Claim rights for nonpayment of an undisputed invoice. Client is responsible for paying AET expenses and attorney fees related to collection of past due invoices.

10.4 - AET reserves the right to charge a 2.5% fee on any payment made using a credit card or debit card.

SECTION 11 - CHANGE ORDERS

AET's proposal associated with this project may provide an estimated cost for the work. If the proposal amount is a time and material estimate, or if changes occur affecting the project scope, estimated quantities, project schedule or other unforeseen conditions, AET will communicate with Client and request a change order. However, nothing in this agreement shall be construed in any way as a waiver of payment by Client to AET for Services authorized under this agreement. Approval of a change order may be in writing, by electronic communication, or any directive for additional Services.

SECTION 12 - MEDIATION

12.1 - Except for enforcement of AET's rights to payment for Services rendered or to assert and/or enforce its lien rights, including without limitation assertion and enforcement of mechanic's lien rights and foreclosure of the same, Client and AET agree that any claim, dispute or other matter in question arising out of or related to this Agreement shall be subject to mediation as a condition precedent to arbitration or the institution of legal or equitable proceedings by either party; provided however that if either party fails to respond to a request for mediation within sixty (60) days, the party requesting mediation may without further notice, proceed to arbitration or the institution of legal or equitable proceedings.

12.2 - Mediation shall be in accordance with the Construction Industry Mediation Rules of the American Arbitration Association. Request for mediation shall be in writing and the parties shall share the mediator's fee and any filing fees equally and each party shall pay their own legal fees. The mediator shall be acceptable to both parties and shall have experience in commercial construction matters.

SECTION 13 - LITIGATION REIMBURSEMENT

Except for matters relating to non-payment of fees, which is governed by Section 10 hereof, payment of attorney's fees and costs associated with lawsuits or arbitration of disputes between AET and Client, which are dismissed or are judged substantially in either party's favor, shall be paid by the non-prevailing party. Applicable costs include, but are not limited to, attorney and expert witness fees, court costs, and other direct costs.

SECTION 14 - MUTUAL INDEMNIFICATION

14.1 - Subject to the limitations contained in Sections 14 and 17, AET agrees to indemnify Client from and against damages and costs to the extent caused by AET's negligent performance of the Services.

14.2 - Client agrees to indemnify AET from and against damages and costs to the extent caused by the intentional acts or negligence of the Client, Owner, Client's contractors and subcontractors or other third parties.

14.3 - If Client has an indemnity agreement with other persons or entities relating to the project for which AET's Services are performed, the Client shall include AET as an Additional Insured.

14.4 - AET's indemnification to the Client, including any indemnity required or implied by law, is limited solely to losses or damages caused by its failure to meet the standard of care and only to the extent of its negligence.

SECTION 15 - NON-SOLICITATION

Each party to this Agreement (a "Party") agrees that it will not encourage, induce, or actively solicit any employee of the other party to leave their employment for any reason, provided that neither Party is precluded from (a) hiring any such employee who has been terminated by a Party or its subsidiaries prior to commencement of employment discussions between a Party and such employee, or (b) soliciting any such employee by means of a general advertisement or through an employment agency that does not specifically pursue the employee, or (c) hiring employees or former employees of the other Party who contact the Party on its own accord. This Non-Solicitation provision shall be effective and enforceable for six (6) months following termination of this Agreement.

SECTION 16- MUTUAL WAIVER OF CONSEQUENTIAL DAMAGES

Except as specifically set forth herein and to the extent permitted by applicable law, Client and AET waive against each other, and each other's officers, directors, members, subcontractor, agents, assigns, successors, partners, and employees any and all claims for or entitlement to special, incidental, indirect, punitive, or consequential damages arising out of, resulting from, or in any way related to the Services provided by AET under this Agreement. This mutual waiver of consequential damages includes, but is not limited to, the following: loss of profits; loss of revenue; rental costs/expenses incurred; loss of income; loss of use of property, equipment, materials or services; loss of opportunity; loss of rent; loss of good will; loss of financing; loss of credit; diminution of value; loss of business and reputation; loss of management or employee productivity or the services of such persons; increased financing costs; cost of substitute facilities; cost of substitute goods/property/equipment; cost of substitute services; and/or cost of capital. This mutual waiver is applicable, without limitation,

to all consequential damages due to either party's termination of this Agreement in accordance with the provisions of the Agreement and related documents and shall survive any such termination.

SECTION 17 - LIMITATION OF LIABILITY

To the fullest extent permitted by applicable law, the total aggregate liability of AET and its officers, directors, partners, employees, subcontractors, agents, and sub-consultants, to Client and/or Client's employees, officers, directors, members, agents, assigns, successors, or partners, or anyone claiming through Client, for any and all injuries, damages, claims, losses, or expenses (including attorney's fees and costs) arising out of, resulting from or in any way related to Services provided by AET from any cause or causes, including, but not limited to, its negligence, professional errors and omissions, strict liability, breach of contract, or breach of warranty shall not exceed the total compensation in excess of costs received by AET for Services or \$50,000, whichever is less. The limitation of liability set forth herein does not apply to claims arising solely out of or related to the willful or intentional acts of AET.

SECTION 18 - POSTING OF NOTICES ON EMPLOYEE RIGHTS

Effective June 21, 2010, prime contracts with a value of \$100,000 or more and signed by federal contractors on projects with any agency of the United States government must comply with 29 CFR Part 471, which requires physical posting of a notice to employees of their rights under Federal labor laws. The required notice may be found at 29 Code of Federal Regulations Part 471, Appendix A to Subpart A. The regulation also has a "flow-down" requirement for subcontractors under the prime agreement for subcontracts with a value of \$10,000 or more. AET requires strict compliance of its subcontractors working on federal contracts subject to this regulation. The regulation has specific requirements for location of posting and language(s) for the poster.

SECTION 19 - TERMINATION

After 7 days' written notice, either party may elect to terminate work for justifiable reasons. In this event, the Client shall pay AET for all Services performed, including demobilization and reporting costs to complete the Services.

SECTION 20 - SEVERABILITY

Any provisions of this Agreement later held to violate a law or regulation shall be deemed void, and all remaining provisions shall continue in force. However, Client and AET will in good faith attempt to replace an invalid or unenforceable provision with one that is valid and enforceable, and which comes as close as possible to expressing the intent of the original provision.

SECTION 21 - GOVERNING LAW

This Agreement shall be construed in accordance with the Laws of the State of Minnesota without regard to its conflicts of law provisions.

SECTION 22 - ENTIRE AGREEMENT

This Agreement, including these terms and conditions and attached proposal and appendices, is the entire agreement between AET and Client. Regardless of method of acceptance of this Agreement by the Client, this Agreement supersedes any written or oral agreements, including purchase/work orders or other Client agreements submitted to AET after the start of our Services. Any modifications to this Agreement must be mutually acceptable to both parties and accepted in writing. No considerations will be given to revisions to AET's terms and conditions or alternate contract format submitted by the Client as a condition for payment of AET's accrued Services.



AMERCON-12

KREYNOLDS1

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/11/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER License # 20443386 HUB International Great Plains, LLC 245 E. Roselawn Avenue Suite 31 Saint Paul, MN 55117-1940	CONTACT Ann Ross NAME: PHONE (A/C, No, Ext): (651) 288-5137		FAX (A/C, No): (651) 286-0560
	E-MAIL ADDRESS: ann.ross@hubinternational.com		
INSURED AMERICAN CONSULTING SERVICES INC AMERICAN ENGINEERING TESTING INC AMERICAN PETROGRAPHIC SERVICES INC 550 CLEVELAND AVE N ST PAUL, MN 55114-1804	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: The Phoenix Insurance Company		25623
	INSURER B: The Travelers Indemnity Company of America		25666
	INSURER C: Travelers Property Casualty Company of America		25674
	INSURER D: Charter Oak Fire Insurance Company		25615
	INSURER E: Continental Casualty Company		20443
INSURER F:			

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:			P630539K8896PHX24	1/1/2024	1/1/2025	EACH OCCURRENCE	\$ 2,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000
							MED EXP (Any one person)	\$ 25,000
							PERSONAL & ADV INJURY	\$ 2,000,000
							GENERAL AGGREGATE	\$ 4,000,000
							PRODUCTS - COMP/OP AGG	\$ 4,000,000
								\$
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY			8102L6457122443G	1/1/2024	1/1/2025	COMBINED SINGLE LIMIT (Ea accident)	\$ 2,000,000
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 0			CUP3K2260092443	1/1/2024	1/1/2025	EACH OCCURRENCE	\$ 15,000,000
							AGGREGATE	\$ 15,000,000
								\$
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	UB9H9151012443G	1/1/2024	1/1/2025	<input checked="" type="checkbox"/> PER STATUTE	
							<input type="checkbox"/> OTH-ER	
							E.L. EACH ACCIDENT	\$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	\$ 1,000,000
E	PROF/POLL LIABILITY RETRO: 070287			ECH254066939	1/1/2024	1/1/2025	EACH CLAIM	10,000,000
				ECH254066939	1/1/2024	1/1/2025	AGGREGATE	15,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
RENEWALS: contracts@teamAET.com

ILLUSTRATION ONLY

CERTIFICATE HOLDER ILLUSTRATION CERTIFICATE	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

Request for Taxpayer Identification Number and Certification

**Give Form to the
 requester. Do not
 send to the IRS.**

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	<p>1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. AMERICAN ENGINEERING TESTING, INC.</p> <p>2 Business name/disregarded entity name, if different from above</p>	
	<p>3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.</p> <p> <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input checked="" type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate </p> <p> <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ </p> <p>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</p> <p> <input type="checkbox"/> Other (see instructions) ▶ _____ </p>	<p>4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):</p> <p>Exempt payee code (if any) _____</p> <p>Exemption from FATCA reporting code (if any) _____</p> <p><small>(Applies to accounts maintained outside the U.S.)</small></p>
	<p>5 Address (number, street, and apt. or suite no.) See instructions. 550 CLEVELAND AVENUE NORTH</p> <p>6 City, state, and ZIP code ST. PAUL, MN 55114</p>	<p>7 List account number(s) here (optional)</p> <p>Requester's name and address (optional)</p>

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
or									
Employer identification number									
4	1	-	0	9	7	7	5	2	1

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person	Date ▶ 1/1/24
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.



Memorandum

To: Mayor and City Council Members

Cc: Daniel Buchholtz, City Administrator

From: Wanda Brown, Deputy City Clerk

Date: March 18, 2024

Subject: July 5, 2024 Closure

With the 4th of July holiday on a Thursday this year, staff is requesting approval from the City Council to close City Hall on Friday, July 5.

The City Council has previously authorized City Hall to be closed when a holiday falls on a Thursday, so long as staff used vacation or comp time to cover the absence. This has been done due to lack of traffic into City Hall and skeletal staffing levels.

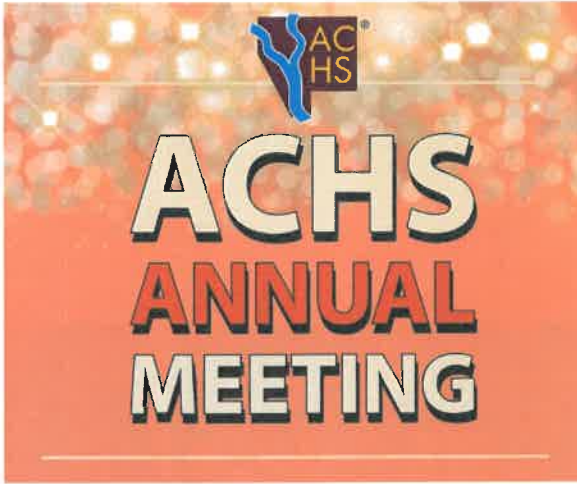
Staff is seeking direction on this issue. If you have any questions, please do not hesitate to contact me at 763-784-6491.

CORRESPONDENCE

HISTORY 21



History 21 (in honor of the 21 cities in Anoka County) is published by the Anoka County Historical Society six times yearly as a member benefit. The ACHS is a 501(c)(3) nonprofit organization. Contributions are tax-deductible within the allowable limits of the law.



When: May 19, 1:30 p.m.

Where: Northtown Library, Blaine

This year's speaker is Rebecca Gillette, Community Engagement Lead of Mapping Prejudice. Operated by the U of M, this program has worked to document the racial covenants on property abstracts by creating interactive maps for Hennepin, Ramsey, Dakota—and now Anoka County. Gillette will discuss the project, her personal story, and how you can be more involved. Check it out at mappingprejudice.umn.edu

The ACHS bylaws require five percent of our membership to attend the annual meeting to qualify as a quorum. Please put **May 19 at 1:30 p.m.** on your calendars and count yourself as an active part of the organization (we'll have refreshments, too!)

Members can expect to see election ballots in April to vote to select our Board of Directors. Results will be announced at the annual meeting as part of a short business meeting.

Front Cover: 1945 Annual Report Caption: "Home and Community Committee at Riverside Park Meeting." Photographer: unknown. Object id: AG100.1945.22

Annual Report



Adopted



2023

EXECUTIVE DIRECTOR'S LETTER

Looking back always feels hard to me—not from the standpoint of fear, but in realizing how MUCH life got crammed into 12 months. I vacillate between wonder that we accomplished so much and frustration that we still have a to-do list a mile long. Ideas come quickly and naturally in our work environment, which means letting go of many goals, ambitions, or projects becomes necessary (I admit to struggling with this!) I would love nothing more than to increase the budget enough to not only pay existing staff a living wage with benefits, but also add folks to our ranks.



My ask to you for 2024—help the Board of Directors maintain their commitment to staff for equitable pay, to the building for its care and maintenance, and to the residents of Anoka County for ensuring their story remains for generations. Plant the seed so the oak tree can grow long past any time we will see it mature.

A handwritten signature in black ink, appearing to read "Rebecca Ebnet-Desens". The signature is fluid and cursive, written on a light-colored background.

Rebecca Ebnet-Desens
ACHS Executive Director



PRESIDENT'S LETTER

It's time for me to hand the Presidential gavel to a new person for this role. Over the past few years, our board members have brought more history to all areas of the county at City festivals and events. Our challenges include aging building systems and never enough hours in the day to process all the artifacts, articles, and tidbits for our archives. I've genuinely enjoyed my time here as a board member. I've met so many great people who share our love for history. I will leave the board when my term ends, but I hope to continue volunteering with city

festivals and ghost tours in Anoka. It's time to travel and see the historical sites this country and the world have to offer. I want to thank our staff, who work tirelessly to make this historical society one of the best in the state.

Please consider volunteering here at the history center--it's fun, and you get to hang with cool people. If you can't volunteer, please help us out with a monetary donation or adopt an artifact and help preserve our collection. Thank you to our members. Your membership and donations help us create displays and new programs in our history center and all corners of the county.

Though my role as President may end, my commitment to preserving and cherishing our history will endure. I look forward to witnessing the continued growth of ACHS and staying connected with this community that has become an integral part of my life. Thank you once again for the privilege of serving as your President. May ACHS continue to thrive, inspiring curiosity and fostering a profound sense of pride in our shared heritage.

A handwritten signature in black ink, appearing to read "Richard Oxley". The signature is cursive and written on a light-colored background.

Richard Oxley, ACHS President

THE 2023 ACHS BOARD OF DIRECTORS

Al Pearson, *District #1 Representative*

Daryl Richard Lawrence , *District #2 Representative (Secretary)*

Open, *District #3 Representative*

Steve Florman, *District #4 Representative (Vice-President)*

Richard Oxley, *District #5 Representative (President)*

Orville Lindquist, *District #6 Representative (Treasurer)*

Lotus Hubbard, *District #7 Representative*

Allison Schmitt, *At-Large A*

Dennis Berg, *At-Large B*

Wes Volkenant, *At-Large C*

Maddison McNamara, *At-Large D*

Scott Nolan, *At-Large E*

Jessica Nelson, *At-Large F*

Open *At-Large G*

Open, *At-Large H*

Mandy Meisner, *Anoka County Commissioner Liaison*

ACHS STAFF

Rebecca Ebnet-Desens, *Executive Director*

Sara Given, *Volunteer Coordinator*

Kassandra Mckenthun, *Archivist & Collections Manager*

Don Johnson, *Digitization*

Karen Johnson, *Office Staff*

Cindy McKinney, *Front Desk*

Jan Bergstrom, *Transcription*

Andover, Anoka, Bethel, Blaine, Centerville, Circle Pines, Columbia Heights, Columbus,

Coon Rapids, East Bethel, Fridley, Ham Lake, Hilltop, Lexington, Lino Lakes, Linwood, Nowthen, Oak Grove, Ramsey, St. Francis, Spring Lake Park

A Look at 2023



WINTER

- 6th Grade Civil War program
- Strategic planning, BOD
- Staff development
- Genealogy classes and programs

SPRING

- Present two sessions at MALHM
- Present at MDL conference
- AMM Essential Question series
- Annual Meeting
- Anoka Memorial Day service

SUMMER

- Summer festival season begins
- Blaine Jell-O race
- Anoka Riverfest and yard sale
- Anoka County Fair
- Nowthen Threshing Show
- Edward B. Cutter trunk at the American Legion
- Exhibit openings

FALL

- Ghosts Tours
- Community programs
- Wargo Nature Center programs
- File 990, complete audit
- Install Centerville Exhibit
- Emergency Prep workshop
- Tony P. dinner fundraiser





ACHS continues to fulfill its mission to gather, preserve, and share the stories of all the people and communities that are a part of Anoka County. Since 2020, we have focused on program and collection accessibility to help researchers and the generally curious outside of office hours. This has meant recording conversations for *History 21: The Podcast*, converting films and tapes to digital formats, making digital images of the artifacts, and transcribing manuscripts (blasted cursive!). We continue to add portions of our collection to the online database, MNCollections, available through our website, as well as adding bonus content to *History 21: The Vault* for subscribers. One of our 2024 goals is to present programming from our “bookshelf” and record them. This will provide a lower-cost alternative for people to enjoy our programs, acting much like on-demand viewing services.

THE PRIORITIES OF ACHS

- Provide a fun, safe environment for the public, researchers, and staff.
- Provide high-quality customer service to the residents of Anoka County.
- Care for Anoka County memories entrusted to us like they’re our own.
- Convey the critical nature of each individual preserving their personal and family stories.
- Maintain a board of directors dedicated to the mission of ACHS.



The Year in Numbers

AnokaCountyHistory.org

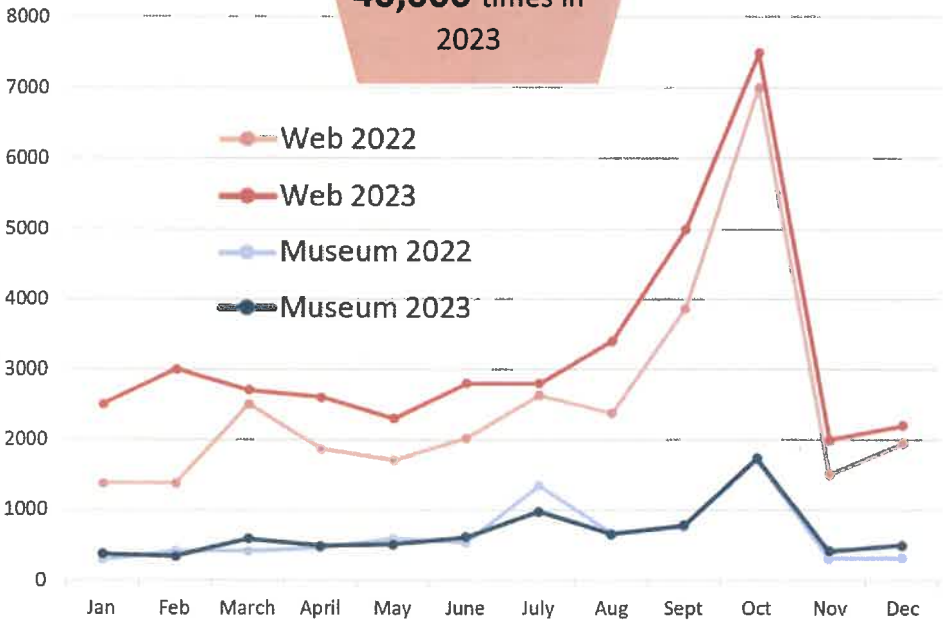
2023 vs 2022



As one board member said, our website is our 24-hour storefront to the world. Now five years old, this digital asset boasts links to our collection, blog articles, the podcast, digital programs, a gift shop, and general “about” information. We can take event registrations, memberships, donations, and artifact adoptions through online payment portals.

DID YOU KNOW?

Our website was viewed nearly **40,000** times in 2023



RESEARCH REQUESTS

In an effort to understand how much the museum resources and collections are used for research we started counting this in a new way partway through 2023.

Research requests come to us in a variety of ways including email, the phone, Social media messaging, and drop-ins.

The questions range from property inquiries to who Grandma was related to, as well as business backgrounds, identifying the location in a photograph, school projects, or matching animal bones.



Megan Hedberg
48 reviews · 1 photo

★★★★★ 3 months ago

Staff was able to assist me with looking for one specific Federal Monark issue. We enjoyed the displays and my daughter had fun looking at the collections. We have done several ghost tours and are looking forward to another in a few weeks!

↩ Reply 👍 Like



Marcus Brandel
Local Guide · 165 reviews · 413 photos

★★★★★ a month ago

Awesome helpful staff!

↩ Reply 👍 Like

HOW DO WE STACK UP?

RESEARCH

622

REQUESTS

That's two per day all year. No wonder we felt busy! We provide this service without a charge to keep it accessible, but do encourage donations and memberships.



SOCIAL MEDIA

The fastest way to share items in the collection and the fantastic things ACHS does throughout the year is on our social media channels:

Facebook and Instagram. Programs such as Adobe Express help us manage the posts and allow us to schedule them in advance. Knowing what will resonate with humans and become our most popular posts is hard, so we post a wide variety of content.

INTERN KASSIDY

This summer, 9th grader Kassidy [right] joined the ACHS team as our youngest intern. She dove into whatever project was needed at the time—even using her fresh German language skills to help translate some WWII documents. She also used her creativity to help make short video reels for our social media about the resources she found here and her projects, which included helping to make sure items in our clothing cabinets were organized by number properly.



The best part of waking up ... is history in the morning! I love that my days at ACHS are never predictable. Sometimes I'm creating the podcast, helping volunteers, perhaps finding a mention of a decades-gone murder in the newspaper, and other times enjoying a day of data entry. **Sara Given, Volunteer Coordinator**

A handwritten signature in black ink that reads "Sara Given".



HISTORY 21 THE PODCAST!

3

SEASONS

SEASON 3

1. Tony Palumbo
2. Meet Cassandra Mackenthun
3. Myra Blumenthal Shapiro
4. Lester Peterson
5. Jill Morrison
6. Coon Rapids Dam
7. Vickie Wendel
8. Cemetery Tours Behind the Scenes
9. AMM Essential Questions
10. Conference Fun at MALHM
11. Secret Archeologists at ACHS
12. MinneCulture's "The Tiny City that Almost Wasn't"
13. James Groat Fan Fiction
14. Richard Sorenson
15. Lynn Klonowski
16. Genealogist Jane LaMusga
17. The Diaries of Alice Starrett
18. Our Haunted House Reboot
19. Kassy Saves the Museum From Disaster
20. Pearl Schenk on the Howling Hound Farm
21. Arthur "Two Gun Pete" Caswell
22. Market Garden Youth Program
23. Charles Triggs Remembers Pearl Harbor
24. Scott LeDoux

Edit

Editing episodes for the podcast helps give new life to older oral histories in the collection and opportunities for new interviews. With Adobe Audition, editing takes a couple hours to a week.

Publish

The growing library of episodes out in the world provides a connection point with the public. We're chatting about the collection? Here's information on a piece of skull. Tornado? We gotcha :)

Subscribe

Linking our podcast with podcast apps makes it easy to listen any time. In addition to Apple, Audible, and Amazon, we added Spotify to the list of places you can find our episodes.

74

EPISODES



APPLE PODCASTS



audible



BUILDING COMMUNITY



The collections and History Center as a structure helps us build community throughout the year.

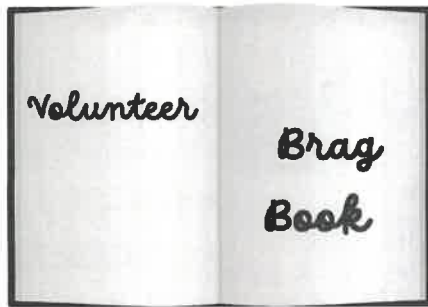
VOLUNTEERS share their personal ups, downs, and victories even while they gift us their time helping around the museum or out at events. We come along for the ride of surgery or a new baby—but we really love those postcards!

Like the barber shop of yore, ACHS has **REGULAR**

VISITORS who use the public reading room, newspaper subscription, computer, or Wi-Fi. Often, they wait for a bus, escape the weather—or use the only public bathroom in Anoka.

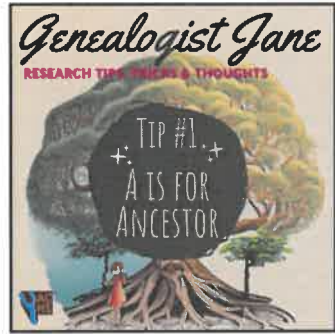
The **PHILOLECTIAN ROOM** is available for groups and individuals to use. Some friends come weekly to quilt together, social clubs meet, and our own board of directors gathers monthly. The room also hosts the Anoka County Genealogical Society programs or offers a quieter place for Anoka County employees to connect with clients.





INTERN LEO

This year, Leo worked on a medley of projects around the museum that tested him physically and mentally. He was instrumental in moving display cases in the exhibit hall and helping our team put away oversized collection items. He also helped process the collection, which was most appreciated! Sometimes, processing the collection can be mentally grueling, especially when it's time to enter information into our database. Leo jumped at the challenge of tackling a donation of postcards and letters this last year that was written in cursive, which he transcribed into our database effortlessly. What's more, in this collection of postcards and letters, he worked on filling in the geographical gaps we have in our collection. Thank you, Leo, for all your hard work in helping us preserve Anoka County's history!



JANE LAMUSGA

Friday afternoons are Jane's domain at the museum. She arrives ready to help ACHS staff with any research questions they might have, or tackle questions from patrons. Sometimes people schedule their visits for when they know Jane will be around to help them solve a genealogy mystery.

This year Jane received the Minnesota Alliance of Local History Museums (MALHM) first-ever Volunteer Appreciation Award. We are forever grateful for her help and excited to acknowledge her contributions to ACHS.

You can find her best tips and tricks as part of a new social media series where she daringly conquers the past as "Genealogist Jane." Sing with us, A is for Ancestor...

GHOSTS OF ANOKA WALKING TOUR



Kadie Ray

18 reviews · 1 photo

★★★★★ 2 months ago

ACHS Ghost Tour was fabulous!



Reply



Like

The weather tested our 19th Annual Ghosts of Anoka Walking Tour stamina. While public tours run through September and October, the weather took a turn for the unpredictable in the weeks leading up to Halloween. The month was so odd (for many reasons) that we kept tally: 15 tours headed out when the rain was wet and annoying, five tours needed to be canceled for severe storms, and patrons joined the guides inside the museum for a digital (but dry!) version of the tour, and two tours headed out in the snow.

Over 1,500 people from around the state (and country!) experienced the Ghosts of Anoka Walking tour, helping us raise \$28,000 for the museum.

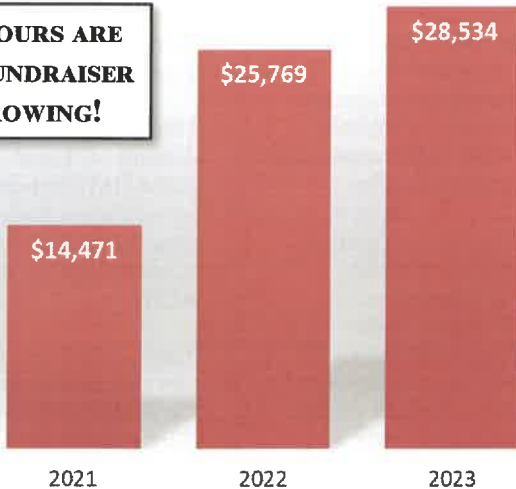
DID YOU KNOW?

The Ghost Tours turn

20

in 2024!

**THE GHOST TOURS ARE
OUR BIGGEST FUNDRAISER
AND STILL GROWING!**



FACILITY UPDATES

Thanks to Steve Florman, who donated new dataloggers that register the temperature and humidity at the museum, sending up-to-date information straight to our phones. As a result, staff can see when a problem with the boilers or humidifier occurs and find a solution quicker, thus preserving the collection more effectively. This became important in 2023 as we continue to wrestle with the functionality of the HVAC system and the ongoing maintenance it requires. During this time, we replaced numerous parts, recalibrated the machines, and (frankly) suffered through days either too hot or too cold to work effectively in the building.

This year's other challenges regarding the facility included an infestation of fly larvae in the Philo Room, courtesy of something falling from an overhanging branch into the chimney, and biology doing what it does best. Massive shout-out to staff with the dubious task of cleaning the floor and setting "tape traps" to prevent escapees into the collections area.

A couple of places to celebrate before we go: the front doors wouldn't close properly, and it turned out to be only an alignment adjustment and not the entire door accessibility mechanism. We also installed cameras that record activity in the museum and allow for off-site monitoring by staff in real-time. This has come in handy more than once when an alarm goes off, and we must answer the question, "is it a person or a spider moving past the sensor?" And the last bit of good news? We switched internet providers to save some money.



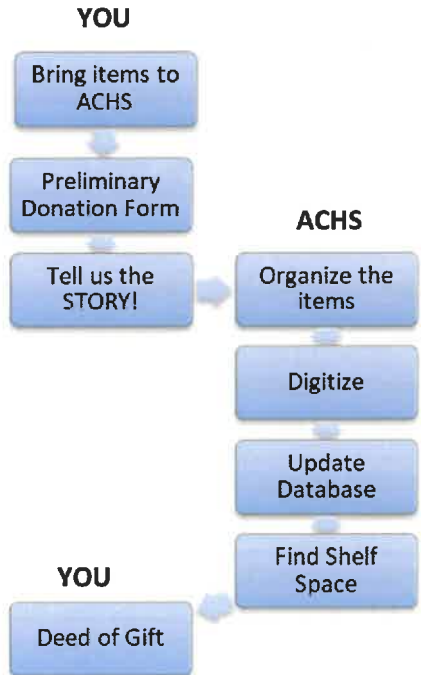
HOW TO MANAGE AN ARCHIVE



HOW TO ?

ADD AN ITEM TO THE COLLECTION

An essential part of what we do here is collect objects of historical significance to Anoka County. This means that the contents of the ACHS collection are in a constant state of flux as we take in new items and retire others to make room for new collections. The new items we take in are called *accessions*, and the items we retire from the collection are called *deaccessions*. The Gather Committee and Cassandra work together to curate a collection that contains impactful stories. Although removing an item from the collection seems counterintuitive to preserving history, it's not the quantity of historical items that is our focus but rather the quality of the story those objects tell.



THE EXHIBIT HALL

ACHS received a grant from the Arts and Cultural Heritage Fund in 2022 to digitize the Olson Family Collection, representing a family history from the Ham Lake area. Work began in 2023 by selecting vendors to scan the images. From there, staff worked to catalog the scans and enter them into our database, Collective Access. Additional descriptive and metadata information was added before staff selected some 3D items for display (Sara and Kassy are seen at right moving a display case) and created a slideshow to accompany a large-scale wrap print for the exhibit hall.

The exhibit hall underwent some other changes in time for Riverfest visitors as the Federal Cartridge Company artifacts found their permanent home on our storage shelves. We created a new splash wall declaring, “Take your place in History!” and featured adopted artifacts with statements from their sponsors about why that particular object drew their attention.



At ACHS, we say, “the present is the past of the future,” which means that what happens today becomes history—but only if we preserve it. We featured the story of two recent immigrants to Anoka County, Nyakade Tot, and Jolanda Dranchak. Tot loaned ACHS artifacts from her youth in South Sudan, which were on display, including a basket (left), gourd, tuk, and pech. Dranchack, from Lithuania, loaned us a collection of weavings she made during COVID-19 following her husband’s death. Visitors to the exhibits were encouraged to think about their personal stories and to plan for their legacy.

Find more about Tot and Dranchak’s story by visiting our website’s “Exhibits” section.





Exhibits on the Go

While the ACHS exhibit hall remains a vital part of the museum experience, taking history and artifacts to where the people live, work, and play fulfills outreach goals. In 2023, we added the communities of Linwood and Centerville to the regularly occurring off-site library displays. The Linwood Historical Society featured wedding dresses from residents in February, and we supplied textiles worn by Flora May Ruffcorn and Mary Ann Grant. At their Family Fun Day in September, the bison fur coat Thomas Grant wore “came home” and made a special appearance. The City of Centerville uses its “history nook” in the council chambers by featuring stories and artifacts from its past. One exhibit ACHS and the City co-created focused on the scouting programs—complete with scarves and badges. Projects like these highlight the power of collaboration since each organization contributes a portion of the exhibit contents. The more individuals and groups involved in preserving local history, the better—it shows a sense of commitment and priority to the task. It also recognizes that one cannot successfully do it alone.



My first year as a full-time collections manager has come to an end at what seems like lightning speed, but they say time flies when you're having fun! As I think about this coming year, I anticipate it will teach me valuable lessons in managing historical collections. Still, I look forward to cultivating new relationships rooted in a mutual love for history the most. Thanks for another wonderful year as your collections manager!

Kassandra Mackenthun, Collections Manager

Program Outreach

Historical programs generally involve a firehose of information often delivered in a lecture format. While ACHS staff love a good research presentation, sometimes breaking out of the rows of chairs and heading off-site makes the program sing (not literally, nobody needs that). In 2023, ACHS brought back the cemetery tours, featuring the Glen Cary and Forest Hill cemeteries. Our goal is to grow these offerings into a spring fundraiser as effective as our Ghosts of Anoka Walking Tours. That begins with digitizing the material for accessibility (thank you North Metro TV!) and offering them on-demand digitally.



ACHS staff also completed a pilot project with the Anoka Middle School for the

Arts, Creative Writing classes. Using the diary of James Groat from the Civil War, students pictured themselves into the story, looking especially for the unnamed characters. Who sent the mail out? Who did the cooking, operated the train, or answered the telegraph? They then gave that character a profile and created a narrative. Through conversations with each other, they collaborated in refining the story, research, and offering ideas to solve problems. The final step was to record some of those interactions for our podcast, which you can listen to from our website or by subscribing on a podcast catcher such as Stitcher or Apple Podcasts.



ACHS had the pleasure of working with now-retired County Attorney Tony Palumbo to present a cooking class and dinner as a fundraiser at the Anoka Masonic Lodge. Guests tried their hand at chopping, dicing, wrapping, and rolling goodies such as salad niçoise and creamy crab dip on fresh baked bread. Palumbo took the reins for the main event, a flaming moment that created the perfect steak Diane. Beautiful place settings appeared courtesy of Natalie Hass Steffen.



Outreach also includes giving programs and presentations for the wider museum audience of our colleagues. The Association of Midwest Museums invited staff to their “Essential Question” series to discuss “Change, Equity, and Sustainability.” You can listen to the recording at www.midwestmuseums.org/events/essential-questions-series/

THANK YOU!

ANOKA COUNTY

Partnerships that survive the test of time speak to the level of mutual trust and respect between the parties. The staff and board members of ACHS continue to feel gratitude to the County of Anoka for not only saying local history is critical to maintaining the legacy of their residents, but also showing their support to our nonprofit with essential operating funds. Thank you for investing in the preservation of so many stories for our future generations.

CITY OF ANOKA

We thank the City of Anoka for their continued support and advocacy of local history through their generous in-kind donation of rent for the library building ACHS occupies. Valued at \$80,000 annually, this donation allows ACHS to focus our energy on collecting and preserving the stories of the county.

VALUED PARTNERSHIPS

A non-profit couldn't survive without a community believing it ought to—the size doesn't matter. We acknowledge and appreciate each donation, regardless of the amount, made for research help, membership paid, or corporate match.

Some partnerships, however, are deeper and significantly propel ACHS forward in fulfilling our mission. Organizations like the Benedictine Living Community, Anoka, purchased a programming package for 2023. As a result of this investment, ACHS tailored two in-person presentations with digital offerings and rentals of our educational museum totes for their residents.

The American Legion Post 102 and the Vietnam Veterans Association, chapter 470 continue a long tradition of support to ACHS with annual donations and identifying our organization as a final repository for their materials. The VVA relationship began nearly 20 years ago by gathering oral histories and an award-winning exhibit on their experiences in the Vietnam War. A goal for 2025 includes editing and reprinting both volumes — to support this goal, please consider donating to our Veterans Voice fund.



Military history is a critical story to Anoka County residents; partnerships like the “Remember





Them” memorial project for Leslie Cowden and Peter Hedlund offer opportunities for outreach, fundraising, and gathering stories. Led by a small group of community advocates, this memorial will dedicate the Ceder Creek Conservation Area to the memory of fallen service members with markers and links to online information about them ensuring that a life lost in service remains alive when we speak their name.

The Minnesota Alliance of Local History Museums (MALHM) provides peer-to-peer support within the history community. ACHS has been in this organization for decades and takes advantage of its resource library, educational materials, workshops, and annual conference (Rebecca even presents now and again!) Most importantly, MALHM hosts the database, Collective Access, which has provided an affordable and reliable cloud alternative to the desktop version of the collections software. It’s tempting to take the strong history community in Minnesota for granted, but MALHM also takes the lead in advocating on our behalf at History Matters Day.



Our relationship with the MetroNorth Chamber of Commerce and the Anoka Area Chamber of Commerce also has deep roots. These organizations provide critical networking opportunities for ACHS, translating into business memberships, sponsorships, and in-kind donations. The opportunity to meet with other non-profits in a group called the “Breaking Bread Coalition” exists to allow for problem-solving and resource sharing among the Anoka County organizations. MNC also hosts a non-profit showcase where we and about 20 other groups gather before a Working with Women meeting to spread the word about our missions.

Other ongoing relationships include the Anoka County Library system, which hosts our programs, provides the “Library Minute” on our podcast, and uses us as a pick-up location for their materials; the Blaine Festival provides ACHS with space for “Jell-O races” each year and a financial donation; and District 11 school system who use our education totes and hires staff to bring life to the 6th grade Civil War curriculum each year.



KEY TO THE ACHS BOARD OF DIRECTORS

Each member of the ACHS Board sits on one committee and focuses on improving that aspect of the society. But what are they?

GATHER COMMITTEE—Committee members work directly with the Collections Manager to determine the content of the museum archive, direction of the exhibits, and future preservation needs.

ENGAGE COMMITTEE—These volunteers work with ACHS staff to plan events, programming, and outreach. Often these are the faces you’ll see at festivals!

MANAGEMENT COMMITTEE—Every organization needs the “nuts and bolts” people. This group develops the investment strategy, fulfills human resources needs, maintains the facility, and oversees the budget details.

DEFINE IDENTITY—Staying relevant and innovative takes effort, as does creating branding, mission, and developing new board members. This group works to professionalize our approach to the world and encourage questions.

SOME INSIGHTS ABOUT THE BOARD

The Board of Directors helps shape the organization and set the tone for culture and programming. In 2023, they created a three-year rotation for city festivals and expos, guiding future summer outreach for ACHS. By following this plan, we know all 21 communities in the county will see a representative and have an opportunity for a conversation. The BOD is also responsible for maintaining the investment strategy and providing staff with adequate compensation while staying fiscally solvent. They had many difficult discussions that weighed the benefit of increasing wages to remain competitive with other organizations and the reality of a challenging fundraising atmosphere in light of inflation and a pending recession. Their commitment to a growth mindset at ACHS stayed strong, allowing services to continue uninterrupted. The financial report presents a significant draw from our savings account to cover wages and facility repair costs. With strategic effort and advocacy help from our membership, the next decade will see not just the maintenance of wages and services but an expansion in these areas.

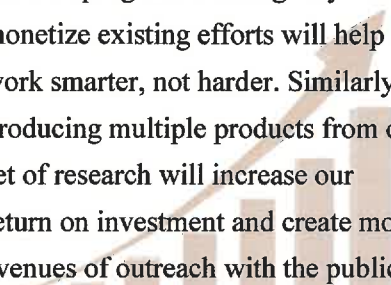


What will 2024 Bring?



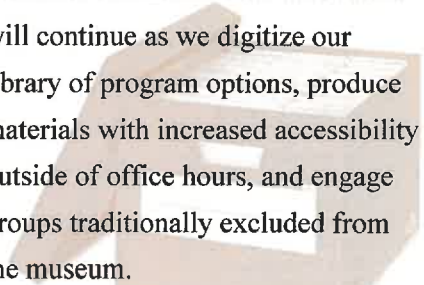
FUNDRAISING


We will diversify our fundraising efforts and expand the Adopt-an-Artifact program. Finding ways to monetize existing efforts will help us work smarter, not harder. Similarly, producing multiple products from one set of research will increase our return on investment and create more avenues of outreach with the public.



INNOVATION

The ACHS staff excels at creativity, engagement, and making the most of available resources. This innovation will continue as we digitize our library of program options, produce materials with increased accessibility outside of office hours, and engage groups traditionally excluded from the museum.



- 
- ⊕ We will begin exploring the history of manufacturing in Anoka County, and partner with Mapping Prejudice from the U of M to prepare for future exhibits.
 - ⊕ We will work to increase our membership in geographically underrepresented portions of the county.
 - ⊕ We will raise critical operating funds through galas, events, tours, and legacy planning conversations.
 - ⊕ Board members will focus their energy on a project of their choice, including outreach to civic groups, monetizing podcast content, and producing merchandise for sale.



2023 FINANCIAL STATEMENT

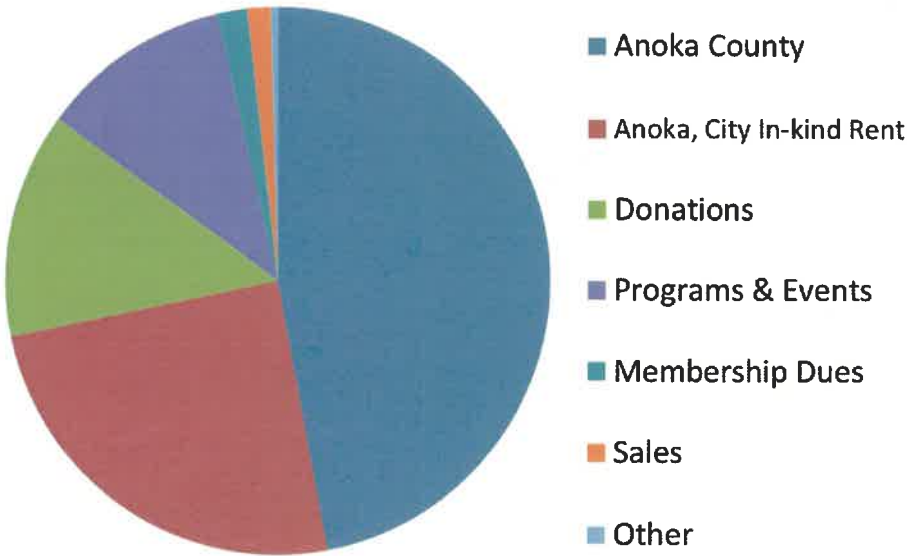
Anoka County Historical Society

Budget vs. Actuals: FY2023 budget - FY23 P&L

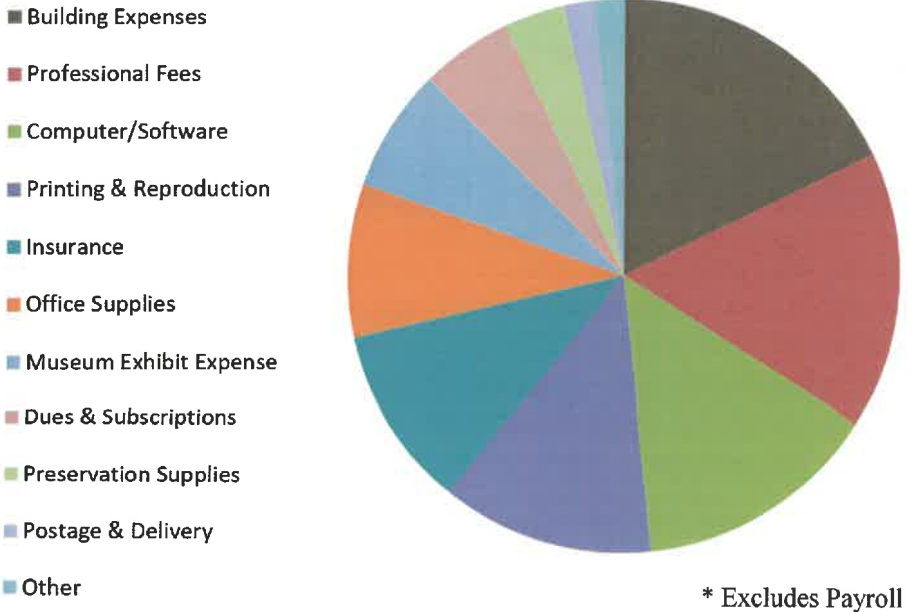
January - December 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Revenue				
Inkind Revenue	80,000.04	80,000.04	0.00	100.00 %
Sales	2,315.05	625.34	1,689.71	370.21 %
Sales of Product Revenue	743.82	4.67	739.15	15,827.62 %
Shipping Revenue	6.00		6.00	
TOTAL SUPPORT				
Admissions	530.00		530.00	
Anoka County	152,623.00	152,623.00	0.00	100.00 %
Donations	43,595.89	92,300.00	-48,704.11	47.23 %
Interest Income	309.06	314.01	-4.95	98.42 %
Membership Dues	5,698.00	6,668.00	-970.00	85.45 %
Other Income	542.21		542.21	
Programs and Events	36,821.92	22,833.69	13,988.23	161.28 %
Sales	1,462.46	2,677.76	-1,215.30	54.62 %
Total TOTAL SUPPORT	241,582.54	277,416.48	-35,833.92	87.09 %
Uncategorized Revenue		65.55	-65.55	
Total Revenue	\$324,647.45	\$358,112.06	\$ -33,464.61	90.66 %
Cost of Goods Sold	\$16.10	\$400.00	\$ -383.90	4.03 %
GROSS PROFIT	\$324,631.35	\$357,712.06	\$ -33,080.71	90.75 %
Expenditures				
Advertising	552.21	800.00	-247.79	69.03 %
Auto Expense		100.00	-100.00	
Bank Service Charges	457.85	1,340.00	-882.15	34.17 %
Building Expenses	62,945.51	41,663.31	11,182.20	126.84 %
Computer/Software Expense	10,336.90	10,000.00	336.90	103.37 %
Contract Labor	1,000.00		1,000.00	
Donor Recognition		300.00	-300.00	
Dues and Subscriptions	4,232.83	2,800.00	1,432.83	151.17 %
Food	677.12	250.00	427.12	270.85 %
Furniture & Other Equipment		400.00	-400.00	
Gifts	43.09	200.00	-156.91	21.55 %
Human Resources Expense	280.00	1,800.00	-1,520.00	15.56 %
Inkind Rent	80,000.04	80,000.04	0.00	100.00 %
Insurance	5,363.93	5,294.48	69.44	101.31 %
Museum Exhibit Expense	3,359.15	2,100.00	1,259.15	159.96 %
Networking	16.14		16.14	
Office Supplies	4,762.48	6,400.00	-1,637.52	74.41 %
OPERATING EXPENSE	25.54	25.54	0.00	100.00 %
LIBRARY EXPENSE	74.90	150.00	-75.10	49.93 %
Total OPERATING EXPENSE	100.44	150.00	-49.56	66.96 %
PAYROLL	226,216.29	240,000.00	-11,783.71	95.09 %
Postage and Delivery	1,388.17	2,400.00	-1,011.83	57.84 %
Preservation Supplies	1,716.39	4,000.00	-2,283.61	42.91 %
Printing and Reproduction	725.15	2,800.00	-2,074.85	25.90 %
Professional Fees	16,681.50	12,100.00	4,581.50	137.86 %
Program Expense	1,052.18	3,706.63	-2,654.45	28.39 %
Purchases	324.53	200.00	124.53	162.27 %
QuickBooks Payments Fees	24.02	40.00	-15.98	60.05 %
refund	-1.79		-1.79	
Repair/Maintenance-Non-Building	10.29		10.29	
Research Expense	13.00		13.00	
Sales Tax Expense	118.00	400.00	-282.00	29.50 %
Travel Expense	1,645.33	1,600.00	45.33	102.83 %
Uncategorized Expenditure	6.05		6.05	
Total Expenditures	\$415,946.80	\$420,844.47	\$ -4,897.67	98.84 %
NET OPERATING REVENUE	\$ -91,315.45	\$ -63,132.41	\$ -28,183.04	144.64 %
Other Revenue	\$3,139.79	\$47,013.27	\$ -43,873.48	6.68 %
Other Expenditures	\$486.40	\$ -61.00	\$547.40	-797.38 %
NET OTHER REVENUE	\$2,653.39	\$47,074.27	\$ -44,420.88	5.64 %
NET REVENUE	\$ -88,662.06	\$ -16,058.14	\$ -72,603.92	552.13 %

REVENUE



EXPENDITURES



General Donations

Anoka Women of Today
 City of Centerville
 City of Columbus
 United Methodist Church of Anoka
 Vietnam Veterans of America, chp 470
 Dick Bennett
 Dennis Berg
 Nicola Blake-Bradley
 Tony Bolander
 Brian Stephen Boldt
 Sherry Boyce
 Jill Brown
 Gary Campbell
 Rebecca Desens
 Dan Erhart
 Margaret Faherty
 Steve Florman
 Eloise Graham
 John David Heinrich
 Audra Hulse
 Vincent Hunt
 Ron and Belinda Kurtz
 Jane LaMusga
 Melvin Larson
 Debbie LeVasseur

Alan E. Nedohon
 Steve Nelson
 Gladys Odegaard
 Dianne Pederson
 Robert A. Rither
 Dawn Sieber
 Ray Steinke
 Charles Burch Thurston
 Brenda Vaughn
 Catherine Vesley
 Vickie Wendel

New Members
 Greg Lundeen
 Mary & Mike Newberger

Adopt-An-Artifact
 Benedictine Living Community – Anoka
 Coon Rapids Super Senior Club
 Knights of Columbus, 9585
 Yolanda M. Fugelso
 Harvey & Merrie Glowaski
 Eric Hedlund
 John Heinrich
 Suzanne Kennedy
 Mildred Kordiak
 Jane LaMusga

Brad LeTourneau
 Orville Lindquist
 Laura Palmer

ACHS Sustaining Members
 Benedictine Living

Community Anoka
 Elaine Marie Alarcon Totten
 Troy & Karen Brown
 Barb & Gene Case
 Lotus & Richard Hubbard
 Veronica Johnson
 Bradley J. LeTourneau -Blackbird
 Scott Nolan
 Northeast Bank
 Matthew & Shelly Pahl
 Lynne & Terry Rickert
 Robert Rither
 Robert & Cynthia Taft
 Rita Warpeha

ACHS Business Members
 Fifth Avenue Dental
 Ham Lake Senior Center
 River City Resumes

ACHS Remembers



LUCILLE ELRITE

We remember Lucille as a staunch advocate of local history and avid volunteer. She

worked with the Genealogical Society to not only discover her own family roots, but help others find theirs. Lucille always had a comeback and a laugh, living life with a sense of practicality that served both her and ACHS well.

1927—2024



PAT SCHWAPPACH

Chances are, if you have spent any time in the history center, you have touched a project

of Pat's. From interviews to tours to serving on the board of directors, she was an active and resourceful person who propelled ACHS forward. You'll find a video featuring her in 1992 giving a tour of Colonial Hall on our website in the Vault.

1932—2024

History Center Hours—WINTER HOURS through March 31

Closed Sunday, Monday, Tuesday

Wednesday—Saturday: 10-4 p.m.

Call us for a research reservation or to schedule shenanigans!

ACHS Board Meetings

Second Thursday of each month. 6:30 p.m. via Zoom

Open to membership and the public. Find the link to attend digitally at

AnokaCountyHistory.org on the calendar.

Adoption Party

When: Tuesday, April 9, 6-7:30 p.m.

Where: History Center

Have you considered adopting an artifact but feel a bit stumped as to which one? Fear not! Join our Collections Manager for a show-and-tell to find the right artifact for you. Admission is \$10. Adopt at the event and receive a \$20 discount!

Movie Night

Break out the Chex mix and snacks and settle in for a cozy movie night at the museum. For our first night, watch a series of video yearbooks from local Anoka County High Schools from the 1990s. The music, the clothing, and hair styles are iconic. Other movie nights will include vintage high school football games, and county home movies. First come first serve on the bean-bag chair.

When: Tuesday, April 16, 6 p.m.

Where: Anoka History Center

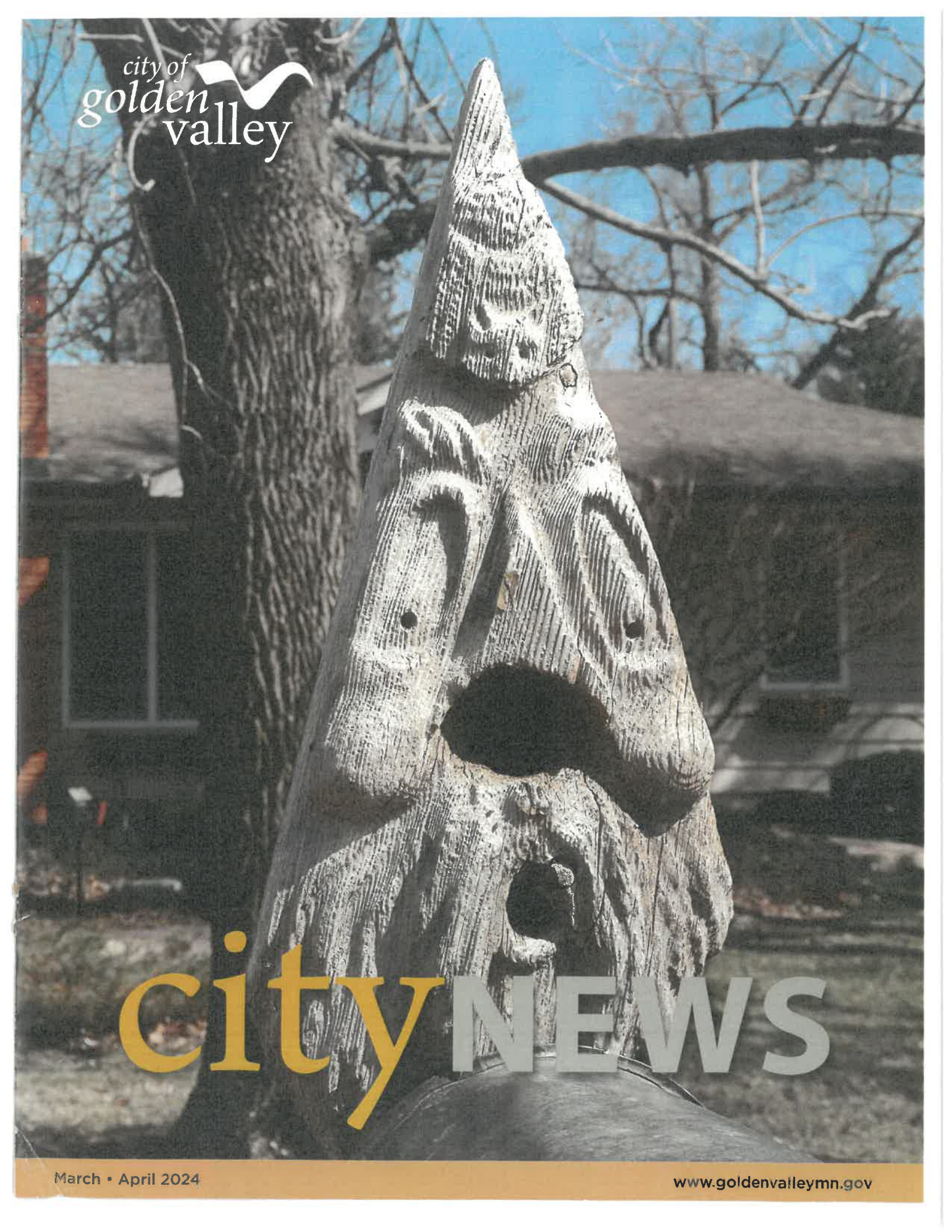
Then & Now Anoka Walking Tour

Curious about the City of Anoka's past? Take a stroll around the historic city of Anoka in the newest walking tour from ACHS! Hear the history and stories just waiting for us along our streets with photos showcasing Then & Now in over 160 years of history. Dress for the weather - in the event of severe weather the tour will be rescheduled.

When: Saturday April 20, 4 p.m.

More dates will be scheduled through the spring and summer

Where: Tour starts at the Anoka History Center



city of
golden valley

city NEWS

March • April 2024

www.goldenvalleymn.gov

Golden Valley City Council Hires Noah Schuchman As Interim City Manager

At its March 6, 2024 meeting, the Golden Valley City Council approved an agreement to hire Noah Schuchman as the interim City manager to fill the vacancy left by the March 1, 2024 retirement of Tim Cruikshank.

Schuchman will perform the duties of a Statutory Plan B City manager as outlined by Minnesota law while the City Council works to fill the full-time/regular position.

With more than 20 years of local government experience, Schuchman recently served as City administrator for the City of Duluth from 2018–2024 and director of regulatory services for the City of Minneapolis from 2015–2018.

Schuchman holds a master's degree in public administration from Hamline University and a bachelor's degree in political science from

Marquette University. He is a Credentialed Manager and member of the International City/County Management Association (ICMA) and serves on the board of directors for the Minnesota City/County Management Association.

For more information about Golden Valley's City manager search process, watch for updates on the City website.

www.goldenvalleymn.gov

cityNEWS

is the official newsletter for the City of Golden Valley

Mayor/Council Message
Line 763-593-8007

Council Members

Sophia Giris
Maurice Harris
Denise La Mere-Anderson
Gillian Rosenquist

Mayor

Roslyn Harmon

Interim City Manager

Noah Schuchman

Editor

Cheryl Weiler

Assistant Editor

Madeline Peters


Graphic Designer


Danielle Gates


Cover Photo By

Stacey Spencer, VIEWS OF THE VALLEY 2022

CityNews is published bimonthly to update residents and businesses on city government news.

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[@GoldenValleyMN](https://www.twitter.com/GoldenValleyMN)



This document is available in alternate formats upon a 72-hour request.

Please call 763-593-8006 (TTY: 763-593-3968) to make a request.

New Format For 2024 State Of The City

The 2024 State Of The City will be posted to the City's website and YouTube channel this spring. Watch for updates via upcoming *CityNews* issues and the City's website and social media channels.

Discuss Your Property Tax Assessment At Open Book Meetings

Each March, Hennepin County mails notices to property owners to show the market value that will be used to determine property taxes for the following year. The County then hosts meetings in April so taxpayers can discuss their assessments. These meetings are designed to provide transparency. Taxpayers can attend any of the meetings, regardless of the city their property is in.

Taxpayers may call their assessor at any time after receiving their valuation notice up until the County Board of Appeal and Equalization deadline for appointments on May 22, 2024. Each valuation notice includes a phone number that will put taxpayers in touch with the appropriate appraiser or assessor for their jurisdiction.

For valuation and property sale information, visit the "Property Assessment" page on the Hennepin County website.

www.hennepin.us/residents/property/assessment

Meetings

RICHFIELD CITY HALL

April 15, 7 pm

PLYMOUTH CITY HALL

April 17, 7 pm

ROGERS COMMUNITY CENTER

April 18, 7 pm

VIRTUAL

April 23, 4–7 pm

MOUND CENTENNIAL BUILDING

April 24, 4–7 pm

GOLDEN VALLEY CITY HALL

April 25, 8 am–7 pm

Women's History Month: Celebrating The Impact Of League Of Women Voters Golden Valley

For Women's History Month (celebrated annually each March), the City recognizes the impact League of Women Voters Golden Valley (LWVGV) has had in shaping the community.

Since its beginnings in 1948, the nonpartisan LWVGV has been dedicated to empowering voters through education and informed civic engagement, advocating for democracy, and serving as a training ground for women who want to run for public office. "The League's ability to prepare women for public life may be its finest legacy to the nation," said Nancy Neuman, president of the US League of Women Voters from 1986-1990.

In 1959, the LWVGV studied various forms of municipal government and presented

Below Patricia Moberg displays a certificate awarded her by Mayor Robert Riggs, recognizing her service on the city council from Jan. 1973 to April, 1975.



Patricia Moberg



In and out

ONE COUNCILMEMBER WITTS SWORE IN, ANOTHER RESIGNED FOR HER SERVICE AS MINNAPOLIS' FIRST WOMAN MAYOR. ABOVE: ROSEMARY THORSEN RATES THE SEAT OF OFFICE, ADMINISTERED BY JAMES A. PAUL LAWREN.

Rosemary Thorsen

options to the community, which voted for the Golden Valley's current Statutory Plan B format, which consists of a City Council with four members and a mayor, and City manager who serves as the chief executive officer.

In 1973, Golden Valley voters elected Pat Moberg as the first female City Council member, and in 1976 they elected Rosemary Thorsen

as the first female mayor. Both were LWVGV members.

From advocating for comprehensive city planning and open space protection, to recommending a responsive and service-oriented police department, to supporting diverse housing options, essential community services, and initiatives like curbside recycling pick up, the

LWVGV has been at the forefront of shaping the community.

Today the LWVGV continues to ensure community members are equipped with the knowledge and resources needed to make informed decisions at the polls. This includes conducting voter registration drives, hosting educational presentations, organizing fair and nonpartisan candidate forums, and encouraging residents to take the census, among other activities.

All residents, inclusive of gender and starting from age 16, are invited to join the LWVGV in their mission. For more information, visit lww.org and search for the Golden Valley chapter.

City Considers Establishment Of Sacred Communities

Last fall the Minnesota Legislature passed a bill authorizing religious institutions to create residential "micro-units," or tiny homes, on their properties for persons who are unhoused. The new law took effect Jan 1, 2024.

While most regulations and requirements for Sacred Communities are outlined in state statute, Golden Valley, along with other communities, must update its zoning code to reflect them.

The proposed ordinance would allow for Sacred Communities as accessory uses to places of worship in all zoning districts where this is allowed. It would also require the dwellings to be less than 400 square feet, anchored in place, insulated, provide traditional or low voltage electricity, have smoke and carbon monoxide alarms, and have either dry, plumbed, or compostable toilets, among other conditions. The nearby religious institution could provide facilities for cooking

or a kitchen, showers, and laundry facilities.

Several metro area cities have already adopted code to meet the intent of the new legislation that allows Sacred Communities, including St Louis Park, Richfield, Minneapolis, and St Pau, to name a few.

City staff will be before the Planning Commission, and eventually City Council, in April for adoption of the code amendments. Watch the City website for more information.

www.goldenvalleymn.gov

Spring Brush Pick-Up Starts April 29

Golden Valley's annual spring brush pick-up is around the corner. Residents can conveniently dispose of tree limbs and brush at their curb for collection as part of the City's recycling program. Scheduled from April 29 to May 18, the City will be divided into three sections, with a week designated for pick up in each section. If there is a lot of brush, pick up may take longer than a week.

Pick Up Schedule

Section 1: Week of April 29

Area north of Hwy 55 and east of Douglas Dr

Section 2: Week of May 6

Area north of Hwy 55 and west of Douglas Dr

Section 3: Week of May 13

Area south of Hwy 55

Please Observe The Following Guidelines

- Brush must be placed on the curb by 7 am Monday the week of pick-up.
- Limbs and brush must be less than 4 inches in diameter and no longer than 8 feet.
- Stack brushes neatly with larger ends facing the street.
- Do not use plastic bags.
- Condense brush to one pile per household.
- Keep brush and limbs completely clear of sidewalk, mailboxes, street lights, sign poles, landscaping and fences, overhead tree branches, and power lines.
- If piles don't fit between the curb and sidewalk, place them on the boulevard behind the sidewalk.
- Avoid mixing in leaves, grass clippings, stumps, roots, limbs exceeding the size limits, building lumber, landscape timbers, or bags of garbage. If any of these items are mixed in the brush stacks, the entire stack will be left behind. The contractor will not sort through brush stacks for acceptable material.

www.goldenvalleymn.gov/Yard-Waste-Disposal

No-Mow May Is A Buzzworthy Initiative For A Greener Tomorrow



As the weather warms, the City encourages residents to participate in another year of No-Mow May. This initiative, designed to support ground-nesting pollinators like bees, asks residents to set aside their mowers and embrace a month of natural growth.



No-Mow May isn't just about letting grass grow, it's a commitment to biodiversity and environmental stewardship. By refraining from mowing, using harmful chemicals, and tending to dandelion flowers before they seed for the month of May, you

are playing a vital role in nurturing the local ecosystem. You don't have to abandon your lawn entirely; start small, perhaps with your backyard or a side yard. If your grass grows too long, trim no more than a third at a time.

As June approaches, City staff will resume regular maintenance, but your participation in No-Mow May will greatly help.

To participate, register for free on the City website.

www.goldenvalleymn.gov/Pollinators

City Discontinues Private Ash Tree Condemnation

At its Feb 20, 2024 meeting, the Golden Valley City Council voted to pass an amendment to the current shade tree ordinance that will discontinue private ash tree condemnation.

The amendment will relieve private property owners from the obligation to remove infested ash trees from their property. Under the previous ordinance, property owners were required

to remove infested ash trees from their property. The City will continue to remove trees with emerald ash borer in the public right-of-way.

To learn more, visit the City website.

www.goldenvalleymn.gov/Tree-Management



Golden Valley
Recycles

If your recycling is missed, call Republic Services at 763-972-3335, Option 5, before noon on the following Monday. If you have specific recycling questions, call 763-593-8083. www.goldenvalleymn.gov/recycling
Sign up to receive emailed recycling updates and reminders. www.goldenvalleymn.gov/subscribe
The Golden Valley Recycling Program is partially funded by the Hennepin County Board of Commissioners.

Pollinator Pathways Designed To Enhance The Environment

A new initiative aims to transform Golden Valley into a haven for pollinators and wildlife. The Golden Valley Garden Club (GVGC) envisions Pollinator Pathways as a public-private-corporate effort that will provide a healthier environment for pollinators, pets, and people for years to come.

Pollinator Pathways seeks to create "a pesticide-free corridor of native plants that provides nutrition and habitat for pollinators and helps them to disperse into new habitats," according to a definition by the Canadian Wildlife Federation.

The goal is to develop pathways that connect the City's existing green corridors and native buffer zones with pollinator-friendly pocket gardens. It will start with a small

model or pilot program involving residents' yards in targeted areas.

Residents in those areas who want to participate will receive free native pollinator plants donated by the GVGC (enough to create an approximately 3' x 5' pocket garden). Plants, supplies, and planting instructions will be available for pick-up in May or June.

All newly planted pocket-sized gardens may potentially serve as neighborhood demonstration plots to inspire other residents to plant more pollinator-attracting species in their yards.

Pollinator-attracting plants will also be available at the GVGC plant sale (May 18, noon–3 pm), and on Pollinator Day at Market In The Valley (June 23). Learn more at the GVGC website.

<https://gvgardenclub.com>

City Urges Utility Customers To Take Lead Pipe Survey

The City of Golden Valley is creating an inventory of all water service lines in its system, and City utility customers can help by taking a survey to identify their service line material. Because lead or galvanized pipes pose numerous serious health concerns, the Environmental Protection Agency (EPA) is requiring all cities to complete these inventories by August 2024.

The survey asks customers to provide contact information (name, address, phone number) and identify the material type of their water ser-

vice line. If you are unable to do this, contact the City at 763-593-3962 to schedule an inspection to verify the type of your water service material. The City will reach out to anyone who does not take the survey or make an appointment. The sooner you identify the material type of your water service line, the sooner you may be eligible for potential grants to cover any necessary replacements.

To help with the survey, the EPA provides an online interactive guide called Protect Your Tap: A Quick

Check For Lead that includes pictures, step-by-step directions, and additional resources.

Learn more about Golden Valley's water system at www.goldenvalleymn.gov/Water-System.

Take the Golden Valley Water Service Line Material Survey at <https://bit.ly/3Hk979X>.

Visit the EPA site at <https://bit.ly/48NDxqs>.

Preparing For The Storm: Severe Weather Awareness Week Is April 8–12

Severe Weather Awareness Week, April 8–12, helps educate and prepare individuals for the seasonal threats posed by severe weather, especially tornadoes. Understanding these risks is key to ensuring the safety of yourself and your loved ones.

Minnesota experiences an average of 29 tornadoes annually, according to data from the Minnesota Department of Natural Resources (MNDPS). Severe Weather Awareness Week is the time for Minnesotans to prepare for if the worst happens.

Tornado Drill

On Thursday, April 11, outdoor warning sirens will sound at 1:45 pm and 6:45 pm as part of the state-

wide tornado drill. The first drill serves as a practice session for institutions and businesses; the evening drill is intended for second shift workers and families. The City will also test GV Emergency, its mass emergency notification system, at 1:45 pm.

For more information about severe weather, including fact sheets, checklists, data, and other resources, visit the MNDPS website.

bit.ly/severe-weather-week

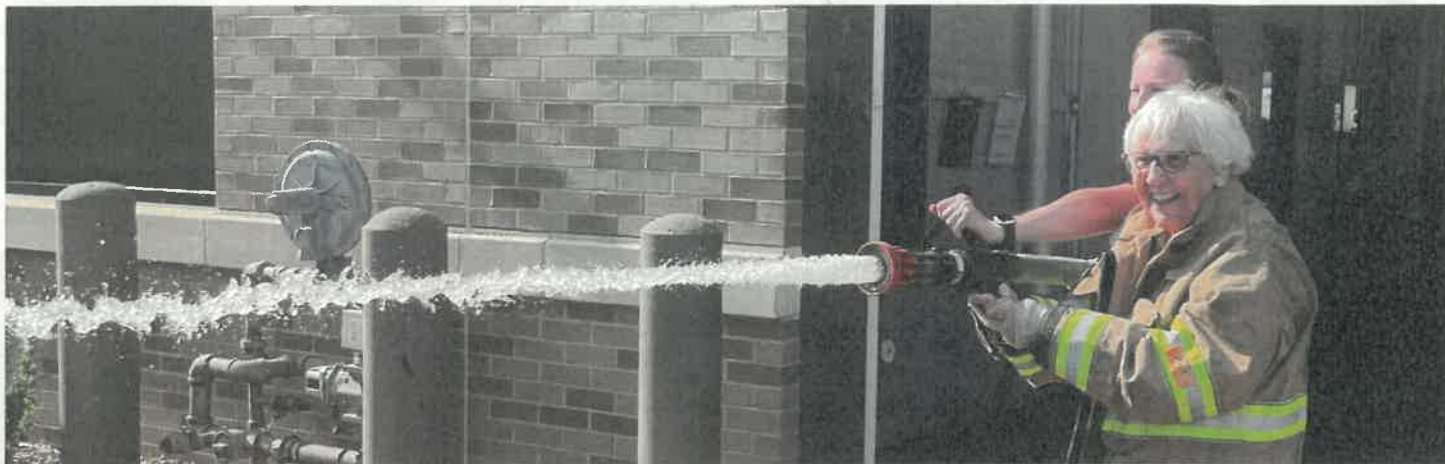
Get Hired To Put Out Fires.

The Golden Valley Fire Department (GVFD) is seeking dedicated individuals to join its team. With a history of service spanning 75 years, the GVFD emphasizes top-notch training, a sense of community, and quality fire engines and equipment.

By becoming a paid, on-call firefighter, you will work alongside passionate professionals committed to safeguarding the community. Applicants from diverse

backgrounds are encouraged to apply, ensuring a tradition of inclusivity and excellence in service.

Mark your calendars for May 20, when applications open. Visit goldenvalleyfire.com to learn more about the recruitment timeline and how to apply. Applications are due Sunday, August 18 at 11:59 pm.



Building Bridges: GVPD And Damascus Way Revitalize Partnership

Over the past year and a half, the Golden Valley Police Department (GVPD) has worked to revitalize its partnership with Damascus Way, a local re-entry center that helps men transition from the correctional system back into the community. The collaboration fosters support and transformation, with roots in a shared vision of redefining relationships between law enforcement and individuals re-entering society from incarceration.

Before this work began, the only time GVPD personnel would interact with Damascus Way residents was when officers would pick up or report a predatory offender, explains Assistant Police Chief Alice White. Her goal is to seek ways to engage with individuals being released from prison, ensuring they feel welcomed and integrated into the community.

Tierre Webster, executive director of Damascus Way, says he saw an opportunity to "change the narrative around policing and foster authentic community policing practices." The partnership aims to empower current and former Damascus Way residents

to become esteemed members of their community, starting with ongoing, positive interactions with police officers. "If we do this right, intellect will change, and then behavior will change," Webster adds.

"For the GVPD, this partnership offers a unique way to engage differently with individuals at their most vulnerable moments, such as during arrests," said White. "Often, individuals who are arrested have a dual diagnoses, such as mental illness and substance abuse, so forming a relationship allows officers to know who these people are outside of their worst

moments. It gives space for compassion."

Webster and White say such relationships can go beyond traditional law enforcement roles, ultimately contributing to the successful reintegration of individuals back into society.

Looking ahead, the overarching goal is to reshape perceptions of law enforcement for formerly incarcerated individuals, explains White. By demonstrating that engaging with law enforcement is not taboo, the hope is to pave the way for these folks to be embraced as valued members of the community.

Gear Up For Street Construction Season

It's almost that time of year to prepare for what to expect this summer as construction projects kick into gear.

2024 Pavement Management Program (PMP)

The 2024 PMP will reconstruct 1.17 miles of street in the neighborhood south of Medicine Lake Rd, west of Winnetka Ave. The project will upgrade underground infrastructure (sanitary sewer, water main, and storm sewer) and install a new sidewalk on Duluth St to connect Winnetka Ave to General Mills Nature Area. Work will begin in spring and is expected to end in fall.

Hwy 55 Lift Station Replacement

The project will replace the sanitary sewer lift station west of Schaper Park and relocate it out of the floodplain it is currently in. Work will occur from summer to fall.

Adair Ave Water Main Rehabilitation

Crews will replace the water main system on Adair Ave near Duluth starting in early summer and ending in fall. Expect minor traffic impacts and temporary water outages during the project.

County Projects

Hennepin County will apply pavement preservation product to Douglas Dr (Cty Rd 102) and the west end of Duluth St (Cty Rd 66) this summer. The process is expected to last a few days and will require some traffic closures. More information will be provided when available.

MnDOT Projects

The Minnesota Department of Transportation (MnDOT) will resurface Hwy 55 from General Mills Blvd to Old Rockford Rd in Plymouth. Most of the project area is located in Plymouth, but there will be some traffic impacts in Golden Valley. Directional and weekend closures are needed to complete the work.

Sign Up For Email Construction Updates

Sign up 2023 PMP, 2024 PMP, and general street project updates at **GV DirectConnect**, the City's email subscription service.

www.goldenvalleymn.gov/subscribe



www.goldenvalleymn.gov/262/Street-Utility-Projects

Help Create The Future Minnesota State Freight Plan

The Minnesota Department of Transportation (MnDOT) seeks feedback to help shape Minnesota's freight network for the next two decades. Your input will be crucial in guiding investments and strategies to update the State Freight Plan to align with previous engagement efforts and regional freight plans.

This initiative is aimed at improving the transportation of online purchases and food, which often requires various modes of transportation.

Enhancing freight access, reliability, and connections ultimately helps improve transportation efficiency and supports economic growth.



Take the survey online (available in English, Spanish, and Somali) to share your thoughts at talk.dot.state.mn.us/state-freight-plan.

RUN THE VALLEY
2024
29TH ANNIVERSARY | 5 & 10K WALK & RUN

SATURDAY, APRIL 20

7:45 am: 0.2k Kids Fun Run | 8 am: 10k Run
8:10 am: 5k Run | 8:15 am: 5k Walk

For more information and online registration, visit www.goldenvalleymn.gov/RTV or scan the QR code.





PRSR STD
U.S. Postage
PAID
Permit No. 1659
Twin Cities, MN

7800 Golden Valley Road
Golden Valley, MN 55427

763-593-8000
763-593-3968 TTY

www.goldenvalleymn.gov

*****3-DIGIT 554

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

40 12195



UPCOMING EVENTS

www.goldenvalleymn.gov/Community-Events

Run The Valley

Saturday, April 20 | See page 7

Spring Brush Pick-Up

See page 4

Hands-Only CPR & AED Training

Thursday, April 25 | 7-8:30 pm
Brookview Golden Valley
www.goldenvalleymn.gov/fire-education

Step To It Challenge

May 1-28

Register at www.steptoit.org

Bike Rodeo

Thursday, May 2 | 6-8 pm
Lakeview Terr Park, Robbinsdale
www.goldenvalleymn.gov/bike-rodeo

Concerts In The Park

Mondays, June 3-Aug 5 | 7 pm
Brookview Park

Market In The Valley

Sundays, starting in June
Golden Valley City Hall
www.marketinthevalley.org

Music on the Patio

Sunday, June 23 | 5-8 pm
Three One Six Bar + Grill
www.brookviewthreonesix.com/gather

BAEGV: Building & Retaining An Equitable City Workforce & Supplier Pool

Thursday, June 13 | 6-8 pm
Brookview Golden Valley
www.goldenvalleymn.gov/BAEGV

Public Safety In The Parks

Multiple dates and locations
throughout the summer
www.goldenvalleymn.gov/PSITP

Golden Valley Gear Sale

Daily, July 9-15
Brookview Golden Valley

Public Safety Open House

Wednesday, June 26 | 5 pm
Public Safety Building
www.goldenvalleymn.gov/

Recruitment Information Meeting

Thursday, July 11 | 9:30 am & 6:30 pm
Fire Station One
www.goldenvalleyfire.com

COFFEE

WITH A COP

Fri, May 17

More information coming soon.

www.goldenvalleymn.gov/Police-Community-Events

REGISTER FOR SPRING/SUMMER PARKS & REC PROGRAMS

WWW.GOLDENVALLEYMN.GOV/PARKS

Enter The 2024 Views Of The Valley Photo Contest



Golden Valley's *Views Of The Valley* Photo Contest invites residents of all ages to submit up to three photos taken within city limits for a chance to win a cash prize.

The contest encourages participants to capture the beauty of Golden Valley through various perspectives, including its recreational amenities, locations, community events, and people. Photos of flora and fauna are also welcome.

The deadline to enter is June 7, 2024. Visit the City website for details.

www.goldenvalleymn.gov/photo-contest



City of Spring Lake Park
Engineer's Project Status Report

To: Council Members and Staff
From: Phil Gravel

Re: **Status Report for 04.01.24 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 by July 31st. Program analysis and annual training is due by December. Annual Reports to the MPCA are generally due in June. However, MPCA is not requiring a report in 2024. Per 5-15-23 message: MPCA has put their requested review/audit of the city's 2022 information on hold until further notice.

2023-2024 Sewer Lining Project (193805871). This project includes lining the remaining sanitary sewers in the city that have not been previously lined (approximately 35,710-feet). The Contractor is Visu-Sewer Inc with a low bid amount of \$1,047,746. *Over 90-percent of the lining has been completed. Work should be completed in April. George Linngren is overseeing construction.*

City Hall Building (193806049). Design Phase started in January 2023. City Council updated at workshops (including *September 11th*). Public Open House was held on May 8th. Plans were approved by Council on October 16, 2023. Bids were opened on November 20, 2023. Contract was awarded on February 5, 2024. *Construction continues. Contractor Payment #2 dated 03/25/2024 can be processed.*

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

Construction Contracts have been delivered to North Valley Inc. for their review. A preconstruction Conference will be held in April. Materials Testing agreement can be approved.

Declare Costs to be Assessed and Order Assessment	2/05/24.	√
Order Public Assessment Hearing	2/20/24.	√
Public Assessment Hearing (Adopt Assessment)	3/18/24.	√
Accept Bid (Award Contract)	3/18/24.	√

2024 Seal Coat and Crack Repair Project (193806748). Project includes maintenance on the streets in the area north of 81st Avenue and west of Terrace Street. Bids were received on February 27th. Project awarded on March 4th. *Construction Contracts have been sent to City Attorney for review (as of 3-25-24).*

Geographic Information System (GIS) and Mapping (193806747). Staff has determined a process for implementing an online ArcGIS system to maintain public works documents and mapping of infrastructure. Council authorized proceeding with an ArcGIS system on 10/16/23. A project kick-off meeting was held on January 18th. *Update meeting will be held in April.*

Take 5 Express Car Wash (8301 Univ. Ave. NE): Revised site plans dated 8-24-22 include a sidewalk on 83rd Ave. *A site inspection needs to be completed in the spring.*

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



Memorandum

To: Mayor and City Council Members

Cc: Daniel Buchholtz, City Administrator

From: Wanda Brown, Deputy City Clerk

Date: March 28, 2024

Subject: City Hall Renovation/Expansion Project Update

I wanted to provide a brief update on the City Hall renovation and expansion project:

- **Progress:** The renovation and expansion project are proceeding according to schedule. Construction crews have dug, formed and poured footings for parts of phase one. The crew has expanded the temporary wall in the City Hall entrance in order to begin demolition on Council Chamber B.
- **Timeline:** Construction remains on track to completed by the projected deadline. Despite encountering some minor challenges along the way, the construction crew is working diligently to ensure that the renovation and expansion are completed efficiently and effectively.
- **Communication:** Regular updates will continue to be shared with all staff members to keep everyone informed about the project's progress and any upcoming milestones. Please don't hesitate to reach out if you have any questions or concerns.

Thank you for your ongoing cooperation and patience as we work to enhance our City Hall facilities. If you should have any questions please let us know.