



**CITY COUNCIL REGULAR AGENDA**  
**MONDAY, APRIL 03, 2023**  
**CITY HALL at 7:00 PM**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. ADDITIONS OR CORRECTIONS TO AGENDA**
- 5. DISCUSSION FROM THE FLOOR**
- 6. CONSENT AGENDA**
  - [A.](#) Approval of Minutes - March 20, 2023 City Council Work Session
  - [B.](#) Approval of Minutes - March 20, 2023 City Council Meeting
  - [C.](#) Mayor's Proclamation - Administrative Professionals Day - April 26, 2023
  - [D.](#) Release of Hy-Vee Letter of Credit
  - [E.](#) Temporary Gambling License - The For Jake's Sake Foundation
  - [F.](#) Approval to Accept Twins Fields for Kids Matching Grant
  - [G.](#) Contractor's Licenses
  - [H.](#) Business License
- 7. DEPARTMENT REPORTS**
  - [A.](#) Public Works Report
  - [B.](#) Code Enforcement Report
- 8. ORDINANCES AND/OR RESOLUTIONS**
  - [A.](#) Resolution 2023-14, Proclaiming "No Mow May" in Spring Lake Park
  - [B.](#) Resolution 2023-15, Authorizing Application for DNR Outdoor Recreation Grant
- 9. NEW BUSINESS**
  - [A.](#) Authorization to Purchase Able Park Building Furniture
  - [B.](#) Schedule April Work Session
  - [C.](#) Approve Statement of Work for HR Infrastructure - OPG-3
- 10. REPORTS**
  - A. Attorney's Report
  - [B.](#) Engineer's Report
  - C. Administrator's Report
- 11. OTHER**
  - [A.](#) Correspondence
- 12. ADJOURN**

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

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

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

### **DISCUSSION FROM THE FLOOR**

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

### **PUBLIC HEARINGS**

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

The following format will be used to conduct the hearing:

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

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

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

## OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council Worksession was held on March 20, 2023 at the 1301 81st Ave NE, at 5:30 PM.

### 1. CALL TO ORDER

Acting Mayor Goodboe-Bisschoff called the meeting to order at 5:30 PM.

#### MEMBERS PRESENT

Mayor Nelson (arrived at 6:00 P.M.)

Councilmember Ken Wendling

Councilmember Barbara Goodboe-Bisschoff

Councilmember Lisa Dircks

#### MEMBERS ABSENT

Councilmember April Moran

#### STAFF PRESENT

Administrator Daniel Buchholtz

Recreation Director Kay Okey

### 2. DISCUSSION ITEMS

#### A. No Mow May (Councilmember Moran)

Administrator Buchholtz stated that “No Mow May” is an initiative that encourages people to stop mowing or mow less often during the month of May to create habitat and provide resources for bees and other early-season pollinators. He inquired if there was interest in participating in the program. He stated that should the City Council wish to participate in “No Mow May,” City Council would direct staff to refrain from enforcing its long grass nuisance ordinance during the month of May.

Councilmembers discussed the benefits and drawbacks of “No Mow May”. Mayor Nelson expressed concern about the initiative, expressing his opinion that the City will receive complaints from those who choose not to participate about the lack of enforcement of City Code. The other Councilmembers disagreed, expressing their support for providing critical early season habitat for pollinators.

CONSENSUS of the Council was to have the City participate in “No Mow May” and direct staff to prepare a resolution directing staff to refrain from enforcing the City’s long grass nuisance ordinance.

### B. OSA Performance Measurement Program Participation

Administrator Buchholtz provided an overview of the voluntary Performance Measurement Program that is administered by the Office of the State Auditor. He stated that he would like the City to begin participating in the program. He expressed his belief that the City would receive valuable information from the program to help further improve service delivery. He presented a list of performance measures that would be used to evaluate the City's service delivery, as well as a proposed survey for residents to complete. He noted that the City would be eligible for a reimbursement from the State of approximately \$1,000 and would be exempt from levy limits under M.S. §§ 275.70 to 275.74, if they are in effect.

CONSENSUS of the Council was to allow the City to participate in the Performance Measurement Program through the Office of the State Auditor.

### C. City Hall Renovation/Expansion Project Update

Administrator Buchholtz provided an update on the proposed City Hall Renovation/Expansion project. He stated that the latest design increased the size of the multi-purpose room by eliminating the Council Library and video room and shifting the Council Chambers to the west. He stated the conference room identified as room 131 on the plans would serve as the Council Library.

Administrator Buchholtz stated that the open house for the project is scheduled for Monday, May 8 from 5:30-7:30pm at City Hall. He said a flyer informing the public about the project and the open house would be included with the next utility bill and would be included in the next City newsletter and on the City's Facebook page.

Mayor Nelson expressed concern about security measures in the building, stating that protecting the building and City employees during a period of civil unrest is important. Administrator Buchholtz stated that security measures would be incorporated in the building design.

Mayor Nelson asked about use of a larger meeting room, citing the example of Councilmembers meeting with staff and contractors during the 1998 Pavement Management program implementation. Administrator Buchholtz noted that there is a larger conference/training room (room 135) and that the multi-purpose room could be utilized for larger gatherings.

CONSENSUS of the Council was to accept the proposed plan and to have the architect begin preparing plans and specifications for bid. The Council also directed staff to study implementation of security measures, particularly for exterior glass surfaces, for the building that will be presented to the City Council.

**3. REPORT**

A. City Council and Staff Reports – None

**4. ADJOURN**

Mayor Nelson adjourned the work session at 6:40 pm.

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Robert Nelson, Mayor

Attest:

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Daniel R. Buchholtz, Administrator, Clerk/Treasurer

## OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council Regular was held on March 20, 2023 at the City Hall, at 7:00 PM.

### 1. CALL TO ORDER

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

### 2. ROLL CALL

#### MEMBERS PRESENT

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

#### MEMBERS ABSENT

Councilmember April Moran

#### STAFF PRESENT

Police Chief Josh Antoine, Public Works Director Terry Randall, Recreation Director Kay Okey, City Attorney John Thames, Administrator Daniel Buchholtz

#### VISITORS

David Lawrence, 8024 Hayes Street NE, Spring Lake Park MN

### 3. PLEDGE OF ALLEGIANCE

### 4. ADDITIONS OR CORRECTIONS TO AGENDA

Administrator Buchholtz asked the Council, at the request of Councilmember Dircks, to remove Item 6H from the Consent Agenda and place on as Item 8B.

### 5. DISCUSSION FROM THE FLOOR - None

### 6. CONSENT AGENDA

- A. Approval of Minutes – March 6, 2023 Council Meeting
- B. Approval of Claims – General Disbursement No 23-03 - \$775,676.93
- C. Contractor's Request for Payment #2 – 2021 Sanitary Sewer Lining
- D. Gambling Permit – Spring Lake Park Lions
- E. Contractor's Licenses
- F. Sign Permits
- G. Business License
- H. Resolution 23-13, Resolution for Agency Agreement (MnDOT) – moved to Item 8B.

Motion made by Councilmember Wendling to approve Consent Agenda as amended.

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

## 7. DEPARTMENT REPORTS

### A. Police Report

Chief Antoine reported that the Police Department responded to 714 calls for service in February 2023 compared to 581 calls for service for the month of February 2022. He said that School Resource Officer Imig reported handling 5 calls for service in February, as well as handling 29 student contacts, 19 student escorts and 4 follow-up investigations. Investigator Bennek reported handling 29 cases for the month of February, 27 of which are felony in nature, 2 misdemeanor cases, while monitoring 6 forfeiture cases.

### B. Recreation Report

Recreation Director Okey reported that the work continues on the reconstruction project at Able Park, and that the building is on track to open this summer. Director Okey stated that the Recreation Department is offering a variety of classes each month while seeing the number of participants increasing.

Director Okey stated that a new event was added to the Tower Days Festivities. It will be held on Friday night and it is a jigsaw puzzle contest, called Puzzlepalooza. She said that the Parks Commission approved the installation of a Free Little Library at Lakeside Lions Park.

## 8. ORDINANCES AND/OR RESOLUTIONS

### A. Resolution 23-12, Submitting a List of Eligible Nominees to Anoka County for the Open Manager Position on Coon Creek Watershed District Board of Managers

Administrator Buchholtz presented the eligible nominees for the Coon Creek Watershed District Manager Opening. He stated that the statute requires a county board, upon the expiration of a term, to appoint managers for a watershed district from a list of persons nominated jointly or separately by towns and municipalities within the district if a list (s) (are) submitted 60 days before the managers term expires of the county board may appoint any manager from towns and municipalities that fail to submit a list.

Councilmember Goodboe-Bisschoof requested that her name be added to the list of nominees.

Motion made by Councilmember Wendling to amend Resolution 23-12 to add Barbara Goodboe-Bisschoff's name to the list of eligible nominees.

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

Motion made by Councilmember Dircks to approve Resolution 23-12, Submitting a List of Eligible Nominees to Anoka County for the Open Manager Position on Coon Creek Watershed District Board of Managers.

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

B. Resolution 23-13, Resolution for Agency Agreement (MnDOT)

Administrator Buchholtz stated that the Agreement is a standard agreement entered into every five years with MnDOT. The Agreement allows MnDOT to act as the local Government's agent in accepting federal funds.

Motion made by Mayor Nelson to approve Resolution 23-13, Approving Resolution for Agency Agreement (MnDOT).

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

## 9. NEW BUSINESS

A. Police Department Server Upgrade

Police Chief Antoine reminded the Council about a request for an auditing and logging tool called Netwrix. He stated that this program will bring the Police Department into compliance with FBI and MN BCA rules regarding CJIS-accessed information. He said that while working to implement the tool with Netwrix and CIT, it was discovered that the Police Department Servers do not have adequate computing power or storage to run the existing systems and Netwrix simultaneously.

Chief Antoine stated he gathered two quotes. The first quote is to upgrade and replace the current server at a cost of \$6,022.00. He said the second quote is to replace the server at a cost of \$28,697.71. All equipment, labor and licenses are included. He said that it is recommended that the Firewall also be replaced. He stated the replacement cost for the Firewall is \$5,765.00, which includes hardware, software and IT services.

Chief Antoine asked for approval to purchase the new Police Department Server and Firewall out of the Capital Projects Equipment Fund for \$34,462.71.

Councilmember Dircks inquired about the life cycle of the equipment. Chief Antoine stated that life cycle will follow the process of computer replacement, every five years.



Motion made by Mayor Nelson to Approve the Purchas of the Police Department Server and Firewall.

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

## 10. REPORTS

- A. Attorney's Report – No Report
- B. Engineer's Report – Report in Packet
- C. Administrator Report

Administrator Buchholtz informed the Councilmembers that MNDOT will be holding a Public Engagement Meeting on March 23 at Fridley City Hall on the Highway 47 PEL Study. He mentioned that the City will be hosting an Open House on May 8 from 5:30 PM – 7:30 PM. Administrator Buchholtz stated that the Phone System Upgrade Project is moving along and will be completed within a month.

## 11. OTHER

- A. Tower Days Parade

Recreation Director Okey stated that applications are being taken for the Parade.

- B. Correspondence - None

## 12. ADJOURN

Motion made by Councilmember Wendling to adjourn.

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

The meeting was adjourned at 7:30 PM.

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Robert Nelson, Mayor

Attest:

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Daniel R. Buchholtz, Administrator, Clerk/Treasurer



**MAYOR'S PROCLAMATION**  
**ADMINISTRATIVE PROFESSIONALS DAY**  
**APRIL 26, 2023**

**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 26, 2023 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 3rd day of April, two thousand twenty-three.

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Robert Nelson, Mayor

ATTEST:

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Daniel R. Buchholtz, City Clerk



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To: Dan Buchholtz, City Administrator      From: Phil Gravel, City Engineer  
City of Spring Lake Park

File: R:\client\municipal\spring\_lake\_park\_ci\_mn      Date: March 21, 2023

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**Reference: Financial Surety/Escrow for the Hy-Vee project**

Dan-

Per the July 27, 2018 Site Development Agreement with Hy-Vee, Inc., the developer was required to provide certain Financial Guarantees including a Letter of Credit (LOC).

The City has reduced the Letter of Credit from time to time, most recently on May 5, 2022. The Letter of credit was reduced to an amount of \$10,000 at that time. The remaining \$10,000 was to be maintained until a 2-year traffic evaluation was completed.

Representatives of Hy-Vee have requested release of the remaining Letter of Credit amount. They have provided a 2-year traffic evaluation that concluded that the current traffic is within the original traffic projections and did not identify any current traffic issues.

City staff contacted the Anoka County Highway Department to see if they had any concerns with releasing the remaining Letter of Credit for Hy-Vee. The County stated that they have no objections after checking with RCWD to make sure that stormwater provisions were included in the site permit to accommodate a possible future right turn lane on Central Avenue.

The current project letter of credit amount is \$10,000. We would be supportive of **releasing the remaining \$10,000 surety**. This reduction would acknowledge that the conditions of the Development Agreement for the project have been met.

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



Phil Gravel  
Spring Lake Park City Engineer

cc: John Thames, City Attorney

MINNESOTA LAWFUL GAMBLING  
**LG220 Application for Exempt Permit**

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

**Application Fee (non-refundable)**

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

**ORGANIZATION INFORMATION**

Organization Name: The For Jake's Sake Foundation Previous Gambling Permit Number: X-                    

Minnesota Tax ID Number, if any:                      Federal Employer ID Number (FEIN), if any:                     

Mailing Address: 31089 Magnolia Lane

City: Lindstrom State: MN Zip: 55045 County:                     

Name of Chief Executive Officer (CEO): Sheri Schmaus

CEO Daytime Phone: 612-269-4164 CEO Email: theforjakesakefoundation@gmail.com  
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO):                     

**NONPROFIT STATUS**

Type of Nonprofit Organization (check one):

- Fraternal       Religious       Veterans       Other Nonprofit Organization

**Attach a copy of one of the following showing proof of nonprofit status:**

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

- A current calendar year Certificate of Good Standing**  
Don't have a copy? Obtain this certificate from:  
MN Secretary of State, Business Services Division      Secretary of State website, phone numbers:  
60 Empire Drive, Suite 100      [www.sos.state.mn.us](http://www.sos.state.mn.us)  
St. Paul, MN 55103      651-296-2803, or toll free 1-877-551-6767
- IRS income tax exemption (501(c)) letter in your organization's name**  
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.
- IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**  
If your organization falls under a parent organization, attach copies of both of the following:  
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and  
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

**GAMBLING PREMISES INFORMATION**

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Kraus Hartig VFW

Physical Address (do not use P.O. box): 8100 Pleasant View Dr NE

Check one:  
 City: Spring Lake Park Zip: 55432 County: Anoka  
 Township:                      Zip:                      County:                     

Date(s) of activity (for raffles, indicate the date of the drawing): May 6th, 2023

Check each type of gambling activity that your organization will conduct:

- Bingo       Paddlewheels       Pull-Tabs       Tipboards       Raffle

**Gambling equipment** for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to [www.mn.gov/gcb](http://www.mn.gov/gcb) and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

# LG220 Application for Exempt Permit

## LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

### CITY APPROVAL for a gambling premises located within city limits

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
- The application is denied.

Print City Name: \_\_\_\_\_

Signature of City Personnel: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**The city or county must sign before submitting application to the Gambling Control Board.**

### COUNTY APPROVAL for a gambling premises located in a township

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.
- The application is denied.

Print County Name: \_\_\_\_\_

Signature of County Personnel: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**TOWNSHIP (if required by the county)**  
On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: \_\_\_\_\_

Signature of Township Officer: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

### CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: Sheri Schmaus Date: 3-28-23  
(Signature must be CEO's signature; designee may not sign)

Print Name: Sheri Schmaus

### REQUIREMENTS

- Complete a separate application for:**
- all gambling conducted on two or more consecutive days; or
  - all gambling conducted on one day.
- Only one application is required if one or more raffle drawings are conducted on the same day.
- Financial report to be completed within 30 days after the gambling activity is done:**  
A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.
- Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

### MAIL APPLICATION AND ATTACHMENTS

- Mail application with:**
- \_\_\_\_\_ a copy of your proof of nonprofit status; and
  - \_\_\_\_\_ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.
- To:** Minnesota Gambling Control Board  
1711 West County Road B, Suite 300 South  
Roseville, MN 55113
- Questions?**  
Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

This form will be made available in alternative format (i.e. large print, braille) upon request.

INTERNAL REVENUE SERVICE  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **MAR 16 2015**

THE FOR JAKES SAKE FOUNDATION  
20254 JACKSON ST NE  
CEDAR, MN 55011-9416

Employer Identification Number:  
46-4182431  
DLN:  
17053330335004  
Contact Person: SHAWNTEL R SANDERS ID# 31456  
Contact Telephone Number:  
(877) 829-5500  
Accounting Period Ending:  
December 31  
Public Charity Status:  
509(a)(2)  
Form 990 Required:  
Yes  
Effective Date of Exemption:  
November 25, 2013  
Contribution Deductibility:  
Yes  
Addendum Applies:  
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

For important information about your responsibilities as a tax-exempt organization, go to [www.irs.gov/charities](http://www.irs.gov/charities). Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,



Director, Exempt Organizations

Letter 947



Memorandum

**To:** Mayor and City Council  
**From:** Kay Okey, Parks & Recreation Director  
**Date:** 3-29-23  
**Subject:** Request authorization to accept Twins Fields for Kids Matching Grant

Action to be Considered: Staff is seeking Council authorization for staff to sign the grant agreement with the Twins Fields for Kids Matching Grant Program.

Background: The Twins Community Fund's Twins Fields for Kids program provides financial support to improve baseball and/or softball facilities for youth in the Upper Midwest and Southwest Florida. The program makes matching grants to nonprofit organizations and local government units that operate baseball and/or softball programs.

Proposed Project: Infield renovations of two softball fields used for the youth and adult softball program at Terrace Park. Laser grade the infield skin. Reset back arch to 67 feet. Sod from 67 to 71 feet to drop in elevation the current outfield. Reset the elevation to remove the lip and push extra soil to lower areas of field to assist with drainage. Reinstall new anchors to avoid spinning. Reinstall new pitching rubbers, flush with infield.

**Financial Impact:** Grant award is \$8,000, remaining project cost will be approximately \$14,000 with funds currently budgeted for this project.

Respectfully submitted,

Kay Okey  
Director of Parks and Recreation





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

## Contractor's Licenses

April 3, 2023

### 2022-2023 Contractor Licenses

#### Mechanical Contractor

Heating & Colling Two, Inc.

#### Plumbing Contractor

MH Plumbing, Inc.

### 2023-2024 Contractor Licenses

#### Blacktopping Contractor

Duramax Asphalt, LLC.

#### General Contractor

Classic Construction of Cedar MN, Inc.

GJW Group dba Spring Lake Terrace

Patrick Miller Construction

Summit Installations, LLC.

Kraus-Anderson Construction Company

Northland Fence

Suite Living Senior Care of SLP

#### Excavating Contractor

TAK Communications, Inc.

#### Mechanical Contractor

Air Mechanical

CenterPoint Energy Resorce Corp.

Hearth & Home Tech, LLC dba Fireside

Bonfe's Plumbing, Heating & Air Service

Cool Air Mechanical, Inc.

Gartner Refrigeration, Inc.

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

Contractor's Licenses

April 3, 2023

Mechanical Contractor Continued

Homeworks Services, LLC.

McDowall Company

Northerns One Hour & Benjamin Franklin Plumbing

Yale Mechanical, LLC.

Major Mechanical, LLC.

Minnesota Petroleum Service, Inc.

South-Town Refrigeration

Plumbing Contractor

Air Mechanical

Carlson Plumbing, Inc.

Hearth & Home Tech, LLC dba Fireside

MH Plumbing, Inc.

Water Heaters Now, Inc.

Bonfe's Plumbing, Heating & Air Service

Cool Air Mechanical, Inc.

Major Mechanical, LLC.

Northerns One Hour & Benjamin Franklin I

Yale Mechanical, LLC.

Roofing Contractor

Kuehn Roof Systems, Inc.

Sewer & Water Contractor

Northerns One Hour & Benjamin Franklin Plumbing

Sign Contractor

Signs Unlimited, Inc.

Tree Contractor

Precision Landscape

Sav A Tree, LLC

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

**Business License – Liquor License  
April 3, 2023**

**Intoxicating On-Sale**

Taco Lindo of Spring Lake Park  
8188 Central Avenue NE

**Main License**

OS-23-06

**Sunday License**

OSS-23-06



# Memorandum

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**To:** Mayor Nelson and Members of the City Council  
**From:** Terry Randall, Public Works Director  
**Date:** March 29, 2023  
**Subject:** March 2023 Public Works Report

**During the month of February, the Public Works Department was busy doing the following activities:**

- Have plowed four (4) times which includes all parking lots and sidewalks.
- Staff continues to empty garbage and recycling in the parks on a bi-weekly basis.
- The Water Department had a water main break at 8282 Arthur Street. Valley Rich made the repairs. This break makes the eight for the season, when we usually only have 4 per season.
- Working on equipment in the shop. Put a new engine in the groomer for the volleyball courts.
- Staff patched some streets with cold mix and we started getting hot mix on March 21. Staff patched Sanburnol Drive which took 12 tons and 83<sup>rd</sup> Avenue from University Avenue to Terrace Road. Staff also patched 79<sup>th</sup> Avenue by the school to Able Street.
- Staff is working on the equipment for summer use (oil changes and minor repairs).

**Appointments:**

- **March 7, 2023 – Staff Meeting**
- **March 8, 2023 – Meeting with Recreation Director Okey and Lead Man DeBoer about parks projects**
- **March 10, 2023 – read the City Water Meters. Repairs are being made to some of the radios.**
- **March 14, 2023 – City Hall Remodel Meeting**
- **March 14-15, 2023 – Attended Tree School**



**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

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## REPORT

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**TO:** Spring Lake Park City Council  
**FROM:** Jeff Baker, Code Enforcement Director  
**RE:** Code Enforcement Monthly Report for March 2023  
**DATE:** March 29, 2023

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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 7 building, 5 Certificate of Occupancy, 0 Fire Alarm, 1 Fire Suppression, 5 mechanical, 9 plumbing, 2 sign and 1 zoning for a total of 30 permits issued compared to a total of 38 in 2022. Code Enforcement conducted 137 inspections in the month of March including 21 rental, 24 fire, 51 Building and 41 nuisance inspections.

6 Administrative Offense tickets were issued. Mainly for parking on an unapproved surface.

Inspector Morris created an annual letter that is being sent out to every business in Spring Lake Park that has an alarm and/or suppression system. The Minnesota State Fire Code requires all fire alarms and sprinkler systems to be tested annually. Creating this form holds all businesses accountable to have their life safety equipment in working order annually. A fire inspection only occurs every three years for most businesses within Spring Lake Park.

### **Construction Update:**

8236 Able St – Able Park – We are on the home stretch!! Almost all inspections are completed, just waiting on a Mechanical and Building Final.

8457 Sunset Rd – City Moving and Storage – Plans have been approved for an upgraded fire suppression system. The initial system installed was not adequate for the amount of storage they had planned on.

Another large addition has been approved on the 8000 block of Hayes St. They are remodeling the kitchen, adding two bedrooms above the garage and a four season porch where the existing deck is.

In March of 2023, I also attended the following appointments:

- City Council meetings March 6<sup>th</sup>.
- Department head meeting March 7<sup>th</sup>.
- Planning Commission meeting March 28<sup>th</sup>.

This concludes the Code Enforcement Department monthly report for March 2023. If anyone has any questions or concerns regarding my report, I would be happy to answer them at this time.



# Memorandum

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**To:** Mayor Nelson and Members of the City Council

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

**Date:** March 13, 2023

**Subject:** Resolution Proclaiming “No Mow May”

No Mow May is a conservation initiative that encourages people to stop mowing or mow less often during the month of May to create habitat and provide resources for bees and other early season pollinators. The initiative is completely voluntary.

The City Council discussed the “No Mow May” initiative at its March 20 work session and asked staff to prepare an implementation resolution.

Should the City Council approve the “No Mow May” resolution, City staff will refrain from enforcing the 9” long grass nuisance ordinance throughout the month of May. Enforcement will begin on June 1.

Information on “No Mow May” will be included on the City’s Facebook page and the next edition of the City newsletter, which will be going out in early April.

This conservation measure is in addition to the City’s efforts to incorporate pollinator friendly habitats into storm water pond maintenance and improvement projects.

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



**CITY OF SPRING LAKE PARK**

**RESOLUTION NO. 23-14**

**RESOLUTION PROCLAIMING “NO MOW MAY” IN SPRING LAKE PARK**

WHEREAS, insects, especially bees, serve a significant and critical role as pollinators of plants, including agricultural plants; and

WHEREAS, the ideal pollinator-friendly habitat is one comprised of mostly native wildflowers, grasses, vines, shrubs, and trees blooming in succession throughout the growing season; and

WHEREAS, the formative period for establishment of pollinator and other insect species and the many songbirds and other urban wildlife species that depend upon them occurs in late spring and early summer as they emerge from dormancy and require flowering plants as crucial foraging habitat; and

WHEREAS, “No Mow May” is a community science initiative that encourages property owners to limit lawn mowing practices during the month of May to provide early season foraging resources for pollinators that emerge in the spring, especially in urban landscapes when few floral resources are available; and

WHEREAS, the City of Spring Lake Park would like to encourage interested residents to increase pollinator-friendly habitat by encouraging pollinator-friendly lawn-care practices on their own properties for the month of May during this formative period.

NOW, THEREFORE BE IT RESOLVED that Spring Lake Park City Council proclaims May 1<sup>st</sup> – 31<sup>st</sup>, 2023 as “No Mow May” in the city of Spring Lake Park and encourage all residents who wish to participate to refrain from mowing their lawns in the month of May to provide vital early spring flowers for bees that emerge from hibernation.

BE IT FURTHER RESOLVED that the City of Spring Lake Park City Council directs staff to not issue correction notices for long grass and weed violations for the month of May, permitting all residents to voluntarily delay lawn care until June, while continuing to enforce the Minnesota State Mandate regarding the management of noxious weeds. Enforcement of long grass and weed violations will commence on June 1, 2023.

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 3rd day of April, 2023.

CITY OF SPRING LAKE PARK, MINNESOTA

---

Robert Nelson, Mayor

ATTEST:

---

Daniel R. Buchholtz, MMC, Administrator

**CITY OF SPRING LAKE PARK**

**RESOLUTION NO. 23-15**

**RESOLUTION AUTHORIZING APPLICATION FOR DNR OUTDOOR RECREATION GRANT**

BE IT RESOLVED that City of Spring Lake Park act as legal sponsor for the project contained in the Outdoor Recreation Grant application to be submitted on 31 / March / 2023 and that Kay Okey is hereby authorized to apply to the Department of Natural Resources for funding of this project on behalf of City of Spring Lake Park.

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

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

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

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

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

NOW, THEREFORE BE IT RESOLVED that PARKS AND RECREATION DIRECTOR is hereby authorized to execute such agreements as necessary to implement the project on behalf of the applicant.

The foregoing Resolution was moved for adoption by 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 3rd day of April, 2023.

CITY OF SPRING LAKE PARK, MINNESOTA

---

Robert Nelson, Mayor

ATTEST:

---

Daniel R. Buchholtz, MMC, Administrator



Memorandum

**To:** Mayor and City Council  
**From:** Kay Okey, Parks & Recreation Director  
**Date:** 3-29-23  
**Subject:** Request authorization for matching funds if grant funding is secured

**Action to be Considered:** Staff is seeking Council approval to match funds of an Outdoor Recreation Grant that is being submitted to the Department of Natural Resources for Able Park Playground redevelopment.

**Background:** The Park Master Plan, adopted in Feb 2022, along with the Parks and Recreation Commission helped guide an action plan to improve our city park amenities. Able Park was designated a priority due to its central location and high participation usage. Majority of the play structures were installed in 2003.

The grant money, if secured, would be awarded in June 2023. Grant project completion deadline would be June 2025.

Recommended upgrades:

The Power Scape structure will be refurbished and new elements installed.

The swing set will be replaced with an ADA Primetime Swing Frame.

Four new free-standing pieces will be added, 2 – musical instruments, The Hive climber, Whirlwind seat Tilted

Tot time structure would be replaced with modern interactive equipment.

Poured-in-place rubber surfacing will be added underneath the play structures.

The whirl installed in 2018 will remain along with the sound tubes.

Staff will relocate spring riders and Tot time play structure to Sanburnol Park.

**Financial Impact:** Total Project Cost: \$162,417.02

Grant Request: **\$81,208.51**

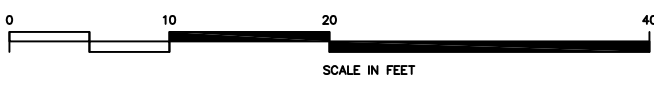
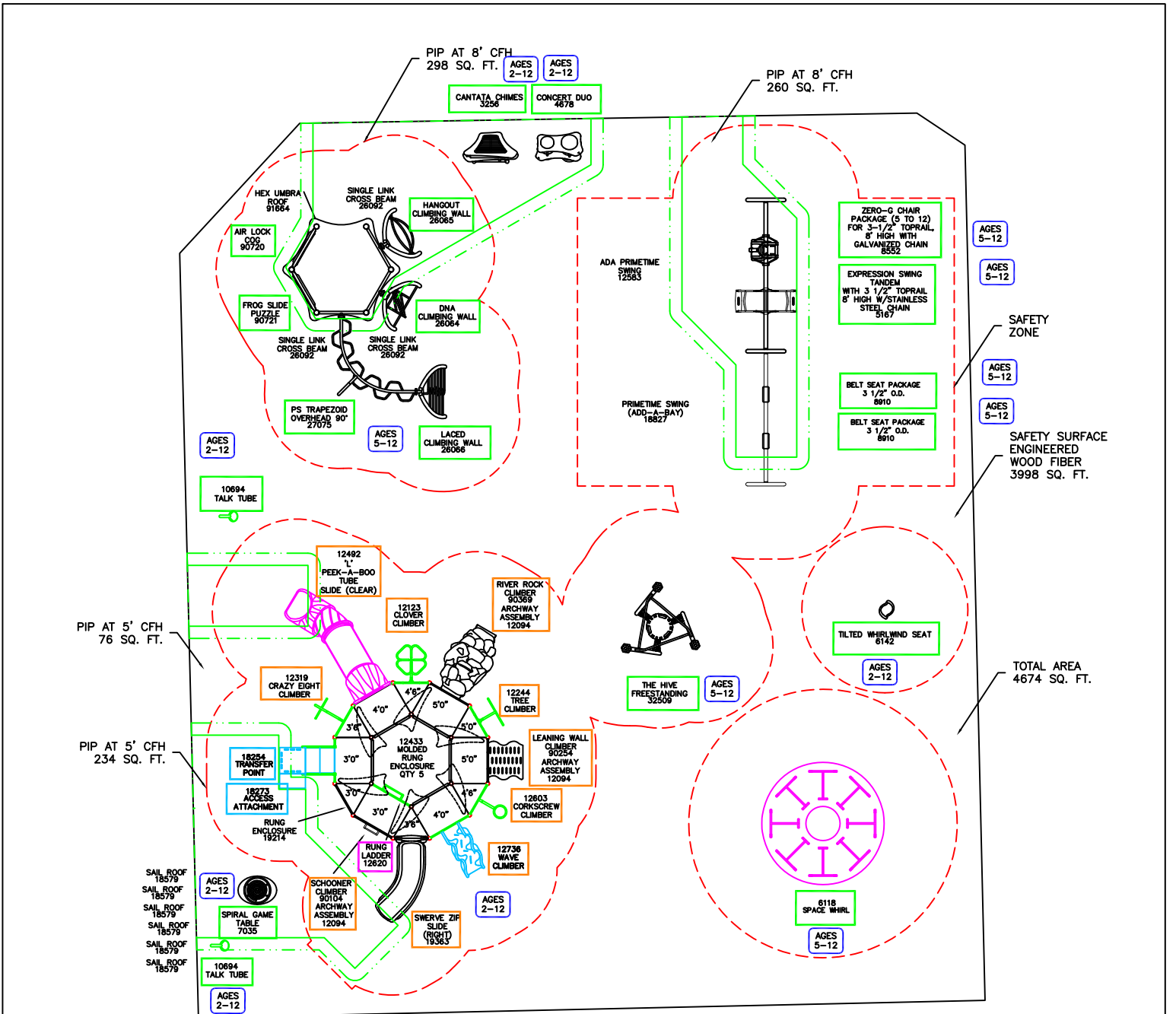
Match Amount: \$81,208.51

Public Works Department labor and equipment contribution would be \$9,864.00 with the remaining \$71,344.51 funds coming from the Parks Improvement Funds, which is funded with development fees, not property taxes.

Respectfully submitted,

Kay Okey  
Director of Parks and Recreation

Attached: Playground site map, Minnesota Wisconsin Playground Quote



ADA REQUIREMENTS FOR STRUCTURE AGES 5-12 YEARS OLD				AGES 2-12 YEARS OLD			
TOTAL NUMBER OF ELEVATED PLAY COMPONENTS	IN PLAN	0		IN PLAN	11		
TOTAL EVENTS ACCESSIBLE VIA TRANSFER	IN PLAN	0	REQ'D. 0	IN PLAN	10	REQ'D. 6	
TOTAL ACCESSIBLE EVENTS VIA RAMP	IN PLAN	0	REQ'D. 0	IN PLAN	0	REQ'D. 0	
TOTAL ACCESSIBLE GROUND LEVEL EVENTS	IN PLAN	14		IN PLAN	5	REQ'D. 4	
DIFFERENT TYPES OF GROUND LEVEL EVENTS	IN PLAN	6	REQ'D. 0	IN PLAN	4	REQ'D. 3	

THIS PLAYGROUND MEETS ALL CURRENT ADA REQUIREMENTS & THE FINAL RULE ABOVE CHART/INFO IS APPLICABLE WHEN USING AN ACCESSIBLE SAFETY SURFACE

**GENERAL NOTES:**

- TEXT A A EQUIPMENT TO BE REPAINTED
- TEXT B B EXISTING EQUIPMENT -- TO BE MAINTAINED
- TEXT C C NEW EQUIPMENT ORDERED WITH 6 DIGIT PART NUMBERS
- TEXT D D UPRIGHTS TO BE REPAINTED
- TEXT E E NEW EQUIPMENT ORDER WITH 5 DIGIT PART NUMBERS

- ACCESSIBILITY KEY**
- TRANSFER ACCESSIBLE = ORANGE
  - GROUND ACCESSIBLE = GREEN
  - ELEVATED NOT ACCESSIBLE = MAGENTA
  - NON PARTICIPATING = BLACK
  - RAMP ACCESSIBLE = RED
  - ACCESS ROUTE = BLUE

Mfg. By: 	Sold & Distributed By: 	P.O. Box 27328, Golden Valley, MN 55427 763-546-7787 1-800-622-5425 Fax 763-546-5050 E-Mail info@mnwipplay.com	Able Park Spring Lake Park, Minnesota 3-23-23 DWG. D11676H
THIS PRINT IS THE PROPERTY OF MINNESOTA WISCONSIN PLAYGROUND INC. AND IS NOT TO BE USED, COPIED OR REPRODUCED WITHOUT THEIR EXPRESSED WRITTEN PERMISSION.			SCALE: 1" = 12'-0"



Minnesota / Wisconsin Playground  
 5101 Highway 55, Suite 6000  
 Golden Valley, Minnesota 55422  
 Ph. 800-622-5425 | 763-546-7787  
 Fax 763-546-5050 | harlan@mnwiplay.com

03/24/2023  
 Quote #  
 103570-01-02

**CONSULTANT: HARLAN LEHMAN**

## Able ParK D11676H

City of Spring Lake Park  
 Attn: Kay Okey  
 1301 81st Avenue NE  
 Spring Lake Park, MN 55432  
 Phone: 763-792-7232  
 kokey@slpmn.org

**Ship to Zip 55432**

Quantity	Part #	Description	Unit Price	Amount
1	RDU	GameTime - 12736 Wave Climber Parts	\$1,060.80	\$1,060.80
3	RDU	GameTime - 12094 Archway Assembly Parts	\$726.96	\$2,180.88
1	RDU	GameTime - 18273 ACCESS ATTACHMENT	\$821.61	\$821.61
1	RDU	GameTime - 18254 TRANSFER POINT PARTS	\$2,080.00	\$2,080.00
6	18202M	GameTime - Rectangular Steel Deck	\$1,100.00	\$6,600.00
6	18579	GameTime - Sail Roof	\$474.00	\$2,844.00
6	RDU	GameTime - 12433 Rung Enclosure Panel Parts	\$748.00	\$4,488.00
6	18201	GameTime - 36" Tri Punched Deck P/T	\$721.00	\$4,326.00
1	12583	GameTime - Ada Primetime Swing Frame, 3 1/2" Od	\$1,799.00	\$1,799.00
1	18827	GameTime - Primetime Swing Add A Bay 3 1/2" X 8'	\$1,113.00	\$1,113.00
1	19214	GameTime - Rung Enclosure	\$534.00	\$534.00
1	19363	GameTime - 3'-6"/4'-0" Zip Swerve Slide Right	\$2,069.00	\$2,069.00
1	26064	GameTime - Dna Climbing Wall Attachment	\$2,281.00	\$2,281.00
1	26065	GameTime - Hang Out Wall	\$2,003.00	\$2,003.00
1	26066	GameTime - Laced Climbing Wall Attachment	\$2,374.00	\$2,374.00
3	26092	GameTime - Ps Plus Single Link Cross Beam	\$277.00	\$831.00
4	26094	GameTime - Triangular Shroud	\$93.00	\$372.00
1	27075	GameTime - Trapezoid Overhead Ladder - 90 degrees	\$1,532.00	\$1,532.00
3	32009	GameTime - Hex Topper	\$167.00	\$501.00
1	32509	GameTime - The Hive (Freestanding)	\$9,849.00	\$9,849.00
1	90104	GameTime - 2'-6"/3' Schooner Climber	\$500.00	\$500.00
1	90254	GameTime - 5' Leaning Wall Climber	\$2,481.00	\$2,481.00
1	90369	GameTime - River Rock Climber	\$1,721.00	\$1,721.00
1	90720	GameTime - Airlock Cog - Gadget Panel Below Deck	\$4,028.00	\$4,028.00
1	90721	GameTime - Frog Slide Puzzle-Gadget Pnl Below Dk	\$3,142.00	\$3,142.00
6	90272	GameTime - 14' Upright, Alum	\$829.00	\$4,974.00
1	6142	GameTime - Whirlwind Seat Tilted (F/S)	\$945.00	\$945.00
1	3256	GameTime - Cantata Chimes	\$6,475.00	\$6,475.00
36	804710	GameTime - 3/8" 16 Unc Thread Insert	\$1.57	\$56.52
1	4678	GameTime - Concert Duo	\$4,326.00	\$4,326.00



Minnesota / Wisconsin Playground  
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03/24/2023  
 Quote #  
 103570-01-02

**CONSULTANT: HARLAN LEHMAN**

## Able ParK D11676H

Quantity	Part #	Description	Unit Price	Amount
1	7035	GameTime - Spiral Game, F/S	\$2,631.00	\$2,631.00
2	161290	GameTime - Geo-Textile 2250 Sqft Roll	\$1,092.00	\$2,184.00
1	178749	GameTime - Owner's Kit	\$84.00	\$84.00
1	INSTALL	GameTime - Lump Sum - Installation of play equipment as shown per plan drawing- Includes the removal of parts and footings on the existing play unit and disposal of parts and packaging	\$17,830.00	\$17,830.00
1	PAINT	Other - Lump Sum - Repainting of parts and uprights as shown per plan drawing	\$6,798.00	\$6,798.00
1	EWFL12L	EWFLGE - Lump Sum - Engineered Wood Fiber at a 12" compressed depth- 198 Cubic Yards for 3998 Sq. Ft. Area	\$4,360.00	\$4,360.00
1	PIP	NPS - Lump Sum - PIP safety surface 50% standard color and 50% black for areas and fall heights as noted on plan drawing- Price includes: Aggregate stone base 8.5 - 9.5" Security Waste disposal	\$31,045.00	\$31,045.00
1	INSTALL	EWFLGE - Lump Sum - Installation of EWF and filter fabric	\$4,298.00	\$4,298.00
			<b>Sub Total</b>	\$147,537.81
			<b>Freight</b>	\$5,015.21
			<b>Total</b>	<b>\$152,553.02</b>

This quotation is subject to current Minnesota/Wisconsin Playground (MWP) policies as well as the following terms and conditions. Our quotation is based on shipment of all items at one time to a single destination, unless noted, and changes are subject to price adjustment. Purchases in excess of \$1,000.00 to be supported by your written purchase order made out to Minnesota/Wisconsin Playground.

Each quote is handled on a per order/project basis. Unless a long-term agreement is in place between purchaser and MWP, terms and conditions of this quotation shall be as outlined herein with no other requirements applicable.

Indemnification: Owner/Owner's Representative will indemnify and hold Minnesota Playground, Inc., dba, Minnesota Wisconsin Playground (MWP), harmless for all claims, damages and related costs, including reasonable legal fees and costs, arising out of Owner/Owner's Representative's negligence or noncompliance with any of its commitments under this document. MWP will indemnify and hold Owner/Owner's Representative harmless for all claims, damages and related costs, including reasonable legal fees and costs, arising out of MWP's negligence or noncompliance with any of its commitments under this document.

Excusable Delays/Additional Costs: MWP, and/or its affiliates, shall be liable for default unless delay of performance, whether supplying materials only or including installation in accordance with our project scope, is caused by an occurrence beyond reasonable control of MWP, and/or its affiliates, such as, but not limited to, acts of Superior Force or the public enemy, acts of Government in either its sovereign or contractual capacity, fire, floods, epidemics, quarantine restrictions, strikes, unusually severe weather, delays of common carriers (for transportation of goods whether raw materials or finished product) and attainability of raw materials. Such events resulting in additional costs are not included in quoted amounts and shall be the responsibility of the Owner/Owner's Representative. Any additional costs shall be provided in writing for purchaser's records and shall be due upon payment of invoice.

This quotation is subject to polices in the current Gametime Park and Playground catalog and the following terms and conditions. Our quotation is based on shipment of all items at one time to a single destination, unless noted, and changes are subject to price adjustment. Purchases in excess of \$1,000.00 to be supported by your written purchase order made out to Gametime, c/o Minnesota/Wisconsin Playground.

Each quote is handled on a per order/project basis. Unless a long-term agreement is in place between purchaser and GameTime, terms and conditions of this quotation shall be as outlined herein with no other requirements applicable.





Minnesota / Wisconsin Playground  
5101 Highway 55, Suite 6000  
Golden Valley, Minnesota 55422  
Ph. 800-622-5425 | 763-546-7787  
Fax 763-546-5050 | harlan@mnwiplay.com

03/24/2023  
Quote #  
103570-01-02

**CONSULTANT: HARLAN LEHMAN**

## **Able ParK D11676H**

Pricing: f.o.b. factory, firm for 15 days from date of quotation. If placing an order after expiration of quote, please contact our office for updated pricing. A tax-exempt certificate is needed at time of order entry for all orders whether from tax-supported government agencies or not. Sales tax, if applicable, will be added at time of invoice unless a tax exempt certificate is provided at time of order entry.

Payment terms: net 30 days for tax supported governmental agencies. Should this quotation be forwarded to an agency not listed on this quote, credit terms, as well as other terms and conditions herein, may be need to be altered. For instance, non-tax supported organization purchasing any or all products and/or services quoted herein may require full payment for that amount due at time of order entry. Remaining balance owed by tax supported agency, if any, shall still be net 30 days. A 1.5% per month finance charge will be imposed on all past due accounts. Equipment shall be invoiced separately from other services and shall be payable in advance of those services and project completion. Retainage not accepted.

Wet Site Conditions: installation areas located near wetlands, where a high water table exists or in any environment that produces excessive moisture will require additional planning prior to installation of your project. Unless excessively wet conditions have been conveyed prior to installation quote and accounted for in some manner, your installation will not proceed. Ideal dry conditions need to be present to begin, and complete, your project as quoted.

Exclusions: unless specifically included, this quotation excludes all site work and landscaping; removal of existing equipment; acceptance of equipment and off-loading; storage of goods prior to installation; equipment assembly and installation; safety surfacing; borders and drainage provisions.

### **Order Information:**

Bill To: \_\_\_\_\_ Ship To: \_\_\_\_\_

Company: \_\_\_\_\_ Project Name: \_\_\_\_\_

Attn: \_\_\_\_\_ Attn: \_\_\_\_\_

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

City, State, Zip: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

Contact: \_\_\_\_\_ Contact: \_\_\_\_\_

Tel: \_\_\_\_\_ Tel: \_\_\_\_\_

Fax: \_\_\_\_\_ Fax: \_\_\_\_\_

### **Acceptance of quotation:**

Accepted By (printed): \_\_\_\_\_ P.O. No: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_ Phone: \_\_\_\_\_

Facsimile: \_\_\_\_\_ Purchase Amount: **\$152,553.02**



Memorandum

**To:** Mayor and City Council  
**From:** Kay Okey, Parks & Recreation Director  
**Date:** 3-29-23  
**Subject:** Request authorization to purchase furniture for Able Park

Action to be Considered: Staff is seeking Council approval to furnish Able Park with tables and chairs

Background: The Able Park reconstruction is expected to be completed at the beginning of June. Staff expect an increase in rentals for the building including set up requests for tables and chairs.

Full financial request will be available for council review on Monday, April 3, 2023.

Financial Impact: Funding will come from the Parks Improvement Funds, which is funded with development fees, not property taxes.

Respectfully submitted,

Kay Okey  
Director of Parks and Recreation



# Memorandum

---

**To:** Mayor Nelson and Members of the City Council  
**From:** Daniel R. Buchholtz, MMC, Administrator, Clerk/Treasurer  
**Date:** March 27, 2023  
**Subject:** April Work Session

Staff is requesting a work session be scheduled for Monday, April 10, 2023 at 5:30pm.

Items proposed for the agenda include:

- Review Police Department staffing study results
- Policing & security overview
- Discuss request to remove Section (F) from SLPC 5.08.010 (*Dircks*)
- Discuss sending letter to Dominion regarding rents (*Dicks/Goodboe-Bisschoff*)
- City Hall renovation project update
- Councilmember/Staff Reports

If you have any additional agenda items, please let me know as soon as possible so staff can assemble information on the item.

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



# Memorandum

---

**To:** Mayor Nelson and Members of the City Council

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

**Date:** March 27, 2023

**Subject:** OPG-3 Statement of Work – HR Infrastructure

As you know, the City recently upgraded Laserfiche from Avante to a Laserfiche Self-Hosted Subscription Municipality Site License. With that upgrade came an increase in functionality as all of the capabilities of the Laserfiche software have been unlocked.

Staff is seeking approval to enter into a Statement of Work with our Laserfiche provider, OPG-3, to assist in setting up two functions. The first is to design a well-organized file plan within the Laserfiche repository for our HR data and to create workflows to simplify and standardize the indexing processing, automatically filing documents appropriately.

The second is to establish records retention rules that we will be able to include with each file's metadata. What this will allow us to do is automatically manage our repository to remove files that are retained beyond the State records retention schedule. This will help keep the size of our Laserfiche repository manageable while removing documents that the City is no longer required to keep.

These functions will allow staff to more easily manage the City's records repository.

The cost of the statement of work is \$12,300. Funds for the project will be taken from the Equipment Fund. A copy of the scope of work is included with this memo.

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



## Statement of Work

### *HR Infrastructure*

For: City of Spring Lake Park

February 20, 2023

**Laserfiche<sup>®</sup>**  
**Run Smarter<sup>®</sup>**

## Statement of Work Approval

By signing this document, City of Spring Lake Park agrees that the proposed approach detailed in the following document satisfactorily addresses all items in scope for the project.

City of Spring Lake Park:

<b>Signature</b>	
<b>Name</b>	
<b>Title</b>	
<b>Date</b>	

OPG-3:

<b>Signature</b>	
<b>Name</b>	
<b>Title</b>	
<b>Date</b>	

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## Statement of Work – HR Infrastructure

This Statement of Work (“SOW”) defines the professional services (“Services”) that OPG-3 will provide for the City of Spring Lake Park (City of Spring Lake Park) in conjunction with the HR Infrastructure (“Project”). This SOW will be a part of a Professional Services Agreement between OPG-3 and City of Spring Lake Park.

### Project Scope and Objective

City of Spring Lake Park (City of Spring Lake Park) is digitizing their personnel files within the Human Resources department. This project will include:

- The design of a well-organized file plan within the Laserfiche repository. The components of the file plan will include:
  - Standardized folder structure
  - Standardized document naming convention
  - Metadata schema
  - Records retention rules
- The creation of a capture workflow process that utilizes dynamic fields to simplify and standardize the indexing process, automatically file documents appropriately and set retention dates
- The creation of workflows to automate the process for employee name changes and employee termination
- A Laserfiche Form that will allow select users to update and manage components of the file plan

### Change Management Process

It may become necessary to amend this SOW for reasons including, but not limited to, the following:

- Changes to the project schedule, scope or budget
- Changes in priorities (external or internal to the project) that impact the project
- Environmental or architectural impediments not previously identified
- Lack of access to personnel, facilities, or systems necessary to complete project as scoped

In the event that it is necessary to change this SOW, the following process will be followed:

A Project Scope Change Request (PSCR) will be used to communicate change. The PSCR must describe the change, the reasons for the change, and the effect the change will have on the project, which may include scheduling changes, pricing, etc. A PSCR will be initiated by OPG-3 but must be executed by both parties to make it effective and binding on the parties.

### Parking Projects

Once a project is started, if work is halted for two consecutive weeks (“Dead Weeks”) due to circumstances beyond our control (like users are unavailable for testing), the project may be parked so resources can be allocated to other projects. Once the impediment is removed, the project will be re-activated as soon as resources are available. If a project is parked for an extended period, there may be additional cost associated with the time required to get resources back up to speed.



## Identified Phases

The following Phases (major project areas) are included in the services. Phases will run in parallel where possible. **Estimated project timeline is 7 weeks based on the following:**

Phase	Number of Weekly Sprints
0. Project Setup, Kickoff and Prerequisites	1
1. Requirements, Design and Prototype	1
2. System Development	1
3. User Acceptance Testing	2
4. Push to Production	1
5. Knowledge Transfer and Transition to Support	1
<b>Total</b>	<b>7</b>

When a SOW is executed, the corresponding project is marked “Active” and assigned to a Project Owner (within one Sprint) to begin the process of clearing known prerequisites identified as required to complete Phase 0 – Project Setup, Kickoff and Prerequisites. Once all prerequisites have been cleared, the project will be moved to the “On Deck” queue and marked as ready to start.

Projects in the “On Deck” queue are assigned to an Engineer to begin work every week on a “first in, first out” basis according to team capacity. In practice, this is typically 1-2 Sprints. Once an engineer has been assigned, the Project Owner will schedule a Project Kickoff Meeting to review:

- Project scope and objectives
- Project team members and relationships
- Project phases, timeline and deliverables
- Next steps and any potential impediments

Throughout the time frame between SOW execution and Project Kickoff, you should expect weekly communication from the Project Owner so you have a clear understanding of the status of your project and a primary point of contact for any questions you may have.

## Phase 0 – Project Setup, Kickoff and Prerequisites

Projects are completed most efficiently when core dependencies are identified early and cleared as Project Prerequisites. During the Project Setup process a list of prerequisites that could impede the project will be developed and vetted by a Project Owner. The Project Owner will work to clear those prerequisites before the Project Kickoff meeting is scheduled and an engineer(s) is assigned to begin work.

### **Core Activities Include:**

- Project onboarded to Salesforce and Team sites as dictated by scope and complexity
- List of prerequisites developed, vetted and cleared by the Project Owner
- Project Kickoff presentation created, and meeting scheduled

### **Known Prerequisites:**

- Confirm remote access (VPN preferred)
- Confirm all Laserfiche (and supporting) software components are licensed and configured
- All users identified for use in the process have been licensed in Laserfiche
- Completed “Document Type” spreadsheet
- Read-only ODBC connection to Payroll or HR data source

### **Deliverables:**

- Project prerequisites completed
- Project Kickoff meeting
- Initial project schedule

## Phase 1 – Requirements Gathering, Design and Prototype

Because most Laserfiche solutions involve changes to the way an organization works, it's not possible to make final decisions regarding requirements and design without context and understanding of the user experience. OPG-3 will rapidly prototype the user interface and solicit feedback through weekly Sprint Demos and use that feedback to finalized design and requirements.

### **Core Activities Include:**

- Develop and present solution prototypes to get user feedback on foundational design considerations.
- Create requirements backlog and plan implementation. The backlog (functional requirements) will define initial acceptance criteria for project deliverables.

### **Deliverables:**

- Prototype solution
- Finalized project requirements (accepted by City of Spring Lake Park)
- Initial project schedule (accepted by City of Spring Lake Park).

### **Assumptions Driving Effort:**

- Initial project requirements are limited to phases currently in scope.
- The requirements and deliverable acceptance criteria may need to be adjusted based on continued requirements gathering throughout the project. Both City of Spring Lake Park and OPG-3 must approve in writing, which may be an email communication between the parties, any changes to acceptance criteria that would represent a material change to either the solution or its required effort.

## Phase 2 – System Development

Once project requirements and design have been finalized, OPG-3 will complete the back-end development to make the solution ready for User Acceptance Testing.

### **Core Activities Include:**

- Develop solution in test (or production) environment
- Weekly solution demonstrations and walkthroughs with City of Spring Lake Park project team (PM, SMEs and users as appropriate) to show progress and solicit feedback
- Develop test scripts to be utilized in Phase 3 – User Acceptance Testing

### **Requirements:**

- Laserfiche software deployed in Production, Test, and Development environments.
- User account for assigned OPG-3 engineer that includes:
  - Access to the Dev server
  - Access to Laserfiche
- Contact information for an City of Spring Lake Park resource to set up database connections with other accounts as needed

### **Deliverables:**

- System deployed in test (or production) environment, ready for User Acceptance Testing.
- Test scripts to be utilized in Phase 3 – User Acceptance Testing

### **Assumptions Driving Effort:**

- OPG-3 project team members receive access to all necessary City of Spring Lake Park resources by the scheduled implementation start time in the project plan.
- City of Spring Lake Park personnel will be available to provide any assistance OPG-3 may need in the City of Spring Lake Park environment.
- City of Spring Lake Park personnel attending solution demonstrations and walkthroughs are empowered to provide feedback that will affect overall design.

## Phase 3 – User Acceptance Testing

### **Core Activities Include:**

- Work with City of Spring Lake Park to identify end users that will participate in UAT
- Testing by OPG-3 and City of Spring Lake Park end-users (onsite if possible) using the test scripts developed in Phase 3
- Weekly check-in calls to review testing and discuss issues/deficiencies that have been identified
- Remediate any issues discovered during UAT until acceptance criteria are satisfied

### **Deliverables:**

- Facilitated UAT session(s) run by OPG-3 to teach users how to perform UAT
- Weekly check-in calls to review testing and discuss issues/deficiencies that have been identified
- Acceptance of solution by City of Spring Lake Park team as ready for promotion to production

### **Assumptions Driving Effort:**

- City of Spring Lake Park personnel will be available for UAT per a mutually agreed-upon schedule.

## Phase 4 – Promotion to Production

The OPG-3 project team will assist City of Spring Lake Park in promoting the solution from Test to Production. If City of Spring Lake Park prefers, and provides access, the OPG-3 project team can take the lead with City of Spring Lake Park personnel assisting.

### **Core Activities Include:**

- Work with City of Spring Lake Park to develop promotion plan.
- Delete testing data from environment system was developed in
- Migrate processes as needed
- Configure/enable email notifications
- Change test users to production users and configure security in production environment
- Functional testing of individual components, testing of solution using Test Scripts.

### **Deliverables:**

- Laserfiche solution deployed in production and ready for end users.
- Two weeks of Stabilization support after Promotion to Production.

### **Assumptions Driving Effort:**

- The OPG-3 project team will continue to support the solution for two weeks after Promotion to Production while transferring support responsibilities to the OPG-3 Support Team.

## Phase 5 – Training, Knowledge Transfer and Transition to Support

Once the solution has been promoted to production and is ready for use, OPG-3 will provide training for users and administrators.

### **Core activities include:**

- Conduct user and administrator training
- Knowledge Transfer sessions with OPG-3 Support on solution for post-project support.
- Finalize user and admin guides (documentation)

### **Deliverables:**

- User and Administrative training
- User and admin guides

### **Assumptions Driving Effort:**

- City of Spring Lake Park will work with OPG-3 to help develop appropriate training materials for end-users
- City of Spring Lake Park will coordinate attendance of City of Spring Lake Park personnel for training sessions
- Training will occur throughout this project as the OPG-3 and City of Spring Lake Park teams work alongside each other
- OPG-3 may deliver a final update to the System documentation prior to project closeout if such an update is necessary. This potential final System documentation update is not a deliverable of this Phase

## City of Spring Lake Park Responsibilities

The following are City of Spring Lake Park's responsibilities for the Services.

- 1.** City of Spring Lake Park will make available, and provide access to (e.g., within two to three business days), necessary personnel to ensure project success, including:
  - a.** A designated project manager to help schedule meetings, facilitate project governance, coordinate document requests, and other tasks.
  - b.** IT personnel such as system administrators, database administrators, or help desk.
  - c.** Subject matter experts to provide information on City of Spring Lake Park's business processes.
  - d.** Personnel to execute the test scripts and document results for User Acceptance Testing ("UAT"). Personnel will be made available per the project schedule and plan.
- 2.** City of Spring Lake Park will work with OPG-3 to provide any necessary technical resources and support. This includes:
  - a.** Providing requested documentation and acceptance of key deliverables within two to three business days. If City of Spring Lake Park does not respond in writing to OPG-3's request for acceptance within three business days of OPG-3's request, or City of Spring Lake Park's refusal of such approval within the three-day period is not reasonable, City of Spring Lake Park will be deemed to have accepted.
  - b.** Providing any access to the City of Spring Lake Park environment that the OPG-3 team will need to develop the solution.
- 3.** City of Spring Lake Park will be responsible for providing all hardware and licensing all software components necessary for completing Services. This includes:
  - a.** Windows Server 2012R2 (or higher) and SQL Server Standard/Enterprise 2012 (or higher) licenses.
  - b.** SSL certificates for all servers that require them.
  - c.** Licenses for all software and systems on the City of Spring Lake Park network with which the Laserfiche system will integrate.



## OPG-3 Responsibilities

The following are OPG's responsibilities for the Services.

1. OPG-3 will make available, and provide access to (e.g., within two to three business days), necessary personnel to ensure project success, including:
  - a. A designated project owner to help schedule meetings, facilitate project governance, coordinate document requests, provide status updates and other tasks.
  - b. Experienced OPG-3 engineering personnel.
  - c. Personnel to perform preliminary testing during development and prior to UAT. Personnel will be made available per the project schedule and plan.
2. OPG-3 will work with City of Spring Lake Park to provide any necessary technical resources and support. This includes escalating any issues to Laserfiche Support and Laserfiche Development as necessary.

## Project Assumptions

1. The scope of the engagement will include the Services described in this SOW. Any additional scope requests will be provided in a separate SOW or PSCR.
  - a. The Services will focus exclusively on Laserfiche and Laserfiche-related products to support the system and solution, except where explicitly noted in this SOW.
2. If after OPG-3's request for acceptance on project closeout, City of Spring Lake Park does not respond in writing within three business days, or City of Spring Lake Park's refusal of such approval in the three-day period is not reasonable, City of Spring Lake Park will be deemed to have accepted.

## Professional Services Pricing

The proposed solution is offered at a fixed cost based on the components chosen. This SOW is valid for 90 days and will expire on 5/17/2023.

Solution Component	Cost
HR Infrastructure	\$7,400
Backfile Import	\$4,100
Total	\$12,300

### Payment Plan

All Services will be performed in accordance with this mutually accepted SOW. To provide initial funding for the project an initial payment of 100% of the cost of the SOW will be billed upon execution of the document.

Invoices are due upon receipt. If the customer disputes any portion of an invoice, the customer will pay the undisputed portion when due.

In the event the project is impeded for a period of more than two weeks due to customer delays, OPG-3 will move the project to a parked status. Work will continue once the customer has notified OPG-3 that they are ready to resume work and the project has been onboarded during OPG-3's weekly (Thursday's) backlog grooming meeting.

Changes to project scope or effort required to complete specific work items due to unforeseen complications or issues outside of OPG-3's control will go through the Change Management Process and will be approved by both parties.

## City of Spring Lake Part | Discovery Summary

### HR Infrastructure

The City of Spring Lake Park recently upgraded their Laserfiche system to a Municipal Site License and are looking to build out their repository infrastructure before building out process automation solutions. They will be starting with Personnel Files by implementing the OPG-3 HR Infrastructure menu solution. The solution includes:

- Streamlined document capture that utilizes dynamic fields to lookup employees and document type
- Filing workflows that build and manage the file plan (folder structure, standardized document naming, metadata schema and retention) automatically
- Business processes to update documents based on changes to employee name and employment status

The city is currently implementing BS&A as their new Finance system with a plan to go-live in October 2023. In the meantime, they're continuing to use Assist (by USTI) that has a MS Access backend. For the initial implementation of this project, the city will generate reports from Assist that will be imported into an auxiliary table managed by the process. Once the BS&A implementation is completed, a subsequent project to create a read-only ODBC connection will be completed.

The city has physical records that will be scanned for all active employees. These records will be scanned by staff inhouse and won't be separated into individual document levels. They will be scanned as a single document at the parent folder (major category) level, marked as historic and be full text searchable so users can find specific information.

OPG-3 will provide sample document type spreadsheets for HR (as a prerequisite for this project) and Municipal Infrastructure (as a guide for ongoing projects).



City of Spring Lake Park  
Engineer's Project Status Report

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To: Council Members and Staff  
From: Phil Gravel

Re: **Status Report for 04.03.23 Meeting**  
File No.: R-18GEN

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

**2023 MS4 Permit and SWPPP Update (193805251).** Annual Report is due by June 30<sup>th</sup>. The Annual Public Meeting can be held in June. Pond, structural BMP, and outfall inspections due by July 31<sup>st</sup>. Program analysis and annual training is due in December. *MPCA is completing a review of the city's 2022 information.*

**2021 Sewer Lining Project (193805204).** This project included lining in the general area between Terrace and Monroe and south of 81<sup>st</sup> Avenue. Terry Randall is watching this project. Lining work has been completed. Contractor is Visu-Sewer. *Contractor final payment can be processed when contractor has supplied the required project close-out documents.*

**2023 Sewer Lining Project (193805871).** This project will include the remaining sanitary sewers in the city that need to be lined (approximately 35,710-feet). Plans and specs were ordered on 9-6-22. *Bids will be received on April 11<sup>th</sup> at 10:30 AM.*

**2023 Seal Coat and Crack Repair Project (193806041).** This project includes routine street maintenance on the streets in the area north of 81<sup>st</sup> Avenue and east of Able Street. Plans and specs were ordered on 12-19-22. *Bids will be received on April 11<sup>th</sup> at 10:00 AM.*

**City Hall Building (193806049).** The Design Phase for the city hall remodel project started in January 2023. The schedule calls for obtaining construction bids in late 2023. Meetings with staff continue. Council updated at March 20,2023 workshop.

**2022-2023 City of Mounds View Street Project (trail in Spring Lake Park along Co. Rd 10):** SAP 183-020-009 (193805303). Spring Lake Park's portion of this project is a segment of bituminous trail along the south side of Co. Rd. 10 east of Spring Lake Road to the east city limits (without lighting). *Highway 10 trail construction will occur in 2023. Spring Lake Park needs to consider pavement markings on Spring Lake Rd., Hillview Rd., and Pleasant View Dr.*

**2024 Sanburnol Drive and Elm Drive NE (19380\_\_\_\_\_).** Sanburnol Drive was last reconstructed in 1998. The roadway surface is deteriorating and is in need of rehabilitation. Sanburnol Drive is a shared road between the cities of Spring Lake Park and Blaine. Spring Lake Park will be the lead agency on this project, but it will be a cooperative project between Blaine and Spring Lake Park. *Currently working with Blaine to arrange geotechnical borings.*

**Hy-Vee Project.** Hy-Vee submitted a 2-year update on their traffic plan in Feb. 2023 that says there are now traffic issues. *The City can consider release of the remaining financial surety for the project.*

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

# **CORRESPONDENCE**





# THE TECHNICAL ASSISTANCE TIMES

## 2023 Rural Water Rally Recap



Photos above are courtesy of National Rural Water Association



MRWA Board & Team visits to the Capitol

Left - Representative Pete Stauber, Center - Representative Michelle Fishbach, Right - Representative Brad Finstad

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### Thank you

to all vendors, speakers  
and attendees  
for another fantastic  
Techinal Conference!

Watch for the recap in the  
spring edition of  
MRWA Today Magazine!





# 2023 Rural Water Rally Recap

Washington, D.C. – The National Rural Water Association hosted the annual Rural Water Rally on February 7-9, 2023, in Washington, D.C. This event gives Rural Water advocates from across the country an opportunity to gather in our nation's capital and progress our grassroots agenda in the halls of Congress. The Opening Session took place on Tuesday, February 7, where the audience heard from multiple influential government officials. Among the distinguished guest speakers were Senator Shelley Moore Capito (R-WV); Radhika Fox, Assistant Administrator for the Office of Water, U.S. EPA; and Andrew Berke, Administrator for Rural Utilities Service, USDA.

## Great American Water Taste Test

The 24th annual Great American Water Taste Test (GAWTT) was held in Washington, D.C. on February 8, 2023. Throughout the year, utilities from across the country vie for a spot to represent their state during the National Rural Water Association's Rural Water Rally each year in Washington, D.C. GAWTT is the nation's most prestigious competition for the best-tasting water in the United States.

Each state holds its own competition at its annual conference and the winner of the statewide contest moves on to compete in the national contest. This year, NRWA received a record of 44 entries from winning utilities across the country. During the Rural Water Rally, the preliminary judging narrowed the field of contestants to the top five.

The top five finalists were evaluated by these industry leaders:

- Bruno Pigott, Deputy Administrator, U.S. EPA Office of Water
- Steve Polacek, Water Programs Director, USDA Rural Development
- Joe Brown, Professional Staff Member
- Lizzy Olson, Counsel for Senator Tammy Duckworth

The 24th Great American Water Taste Test Winners are as follows:

- Gold Medal Champion: Pueblo of Zia Community Water System, New Mexico
- Silver Medal Champion (tie): Stephens County Rural Water District #5, Oklahoma
- Silver Medal Champion (tie): City of Zillah, Washington
- Bronze Medal Champion: Farmington Water Department, New Hampshire
- Finalist: City of Walker, Iowa

The Gold Medal Champion, Pueblo of Zia Community Water System, is a tribal system located in Zia Pueblo, New Mexico. NRWA offers congratulations to all the contestants on their success this year!

NRWA would like to thank long-time sponsor of the Great American Water Taste Test, CST Industries. CST, the manufacturer of the iconic AQUASTORE glass-fused-to-steel storage tanks, supplied commemorative glass etched bottles to each system that participated in the event, which listed the names of their utility on the bottle.

## Moving Forward

More than 300 Rural Water advocates flooded Capitol Hill during the Rural Water Rally and met with numerous senators, representatives, and congressional staffers to tell them our story and inform them about important issues in our industry. We hope to continue this success throughout the year and bring more passionate Rural Water supporters back to Washington, D.C. next year.

## About NRWA

The National Rural Water Association is the largest public drinking water and sanitation utility organization representing the interests of more than 31,000 water and wastewater utilities nationwide. NRWA provides training and technical assistance through 50 affiliated State Rural Water Associations dedicated to supporting and promoting the water and wastewater professionals that serve small communities across the United States. NRWA and the State Affiliates provide training on operator certification, financial sustainability, environmental compliance, utility management and governance to over 80,000 water professionals annually in all 50 states. To learn more, visit [www.nrwa.org](http://www.nrwa.org).



# MRWA WATER OPERATION & MAINTENANCE TRAINING SESSION



## AGENDA

- 8:00am Low Income Household Water Assistance Program**  
*Gain a better understanding of LIHWAP which will include the purpose of the program, legislative authority over the program, government appropriations, eligible applicant of the program and what the program funds can be used for.*
- 9:00am Utility Line Locating and Operator Safety**  
*Locating is done in every system and is constantly evolving with better technology available to operations specialists. Learn the proper way to efficiently locate your water mains and service lines to help eliminate damage to them from other utilities and contractors. Aspects of the tracer wire specification will also be explained to better help operations specialists understand the proper installation of locating infrastructure.*
- 10:00am Flow Meter Calibration**  
*This session will cover the different types of flow metering technologies used in your facilities, the proper techniques used to calibrate and verify your flow meters, the difference between calibration and verification, and the test equipment that is utilized to perform the calibrations and verifications.*
- 11:00am Minnesota Department of Health Updates**  
*Minnesota Department of Health will discuss what you should be doing to keep your water system in compliance and what to do in certain emergency situations. New requirements regarding the Revised Lead and Copper Rule will also be discussed.*
- 12:00pm Lunch (On Your Own)**
- 1:00pm Wellhead Protection - What Does it Mean to You?**  
*A Wellhead Protection Plan is written to address the fundamental goal of preventing human caused contaminants from entering the drinking water supply. In this session, you will learn what is included in a Wellhead Protection Plan and how to use the plan to better protect your drinking water source. This session will also cover funding opportunities to help offset the cost of implementing such plans.*
- 2:00pm Source to Tap: What You Need to Know.**  
*It's never been more important than now to understand and review your system and its chemistry. We will cover: emerging contaminants, chemical availability and costs fluctuations and new regulations.*
- 3:00pm Lead and Copper Rule Revisions**  
*New revisions to the EPA Lead and Copper Rule are going into effect. Learn what those changes are and what they mean to your utility.*
- 4:00pm End of Day**

**April 4, 2023**  
**Gorecki**  
**Community Center**  
**435 2nd St NW**  
**Milaca, MN**

### About the Class:

Get valuable information you need from our expert trainers to maintain compliance with the Safe Drinking Water Act (SDWA) and state regulations.

Technical assistance to address compliance issues is available from Minnesota Rural Water Association at no cost.

Support Minnesota Rural Water Association  
Training | Technical Assistance

6 WATER certification hours |  
FREE of charge!

### Instructors:

AE2S  
Calibrations and Controls (a subsidiary of  
First Systems Technology, Inc.)  
Minnesota Department of Health  
UtilityLogic  
and  
Minnesota Rural Water Association

This Safe Drinking Water Act training is brought to you through a grant by the National Rural Water Association and US EPA.

Attend this session and learn how to keep your water system in compliance with state and federal drinking water regulations!

**To Register For Any Training Session:**

Online: [www.mrwa.com](http://www.mrwa.com)

or call the MRWA office: 800-367-6792



# LEAD & COPPER RULE REVISION WEBINAR

**April 11, 2023**

**10:00 am - 11:00 am**

**“An Informational Overview of the Lead and Copper Rule Revisions”**

There is no charge for this session.

You **MUST** watch the full session **on your own device** to get 1 Water Certification Hour awarded.

**Minnesota Rural Water Association (MRWA) is providing webinars for public water systems.**

These online training webinars are accredited and can be used towards your water operator certification renewal.

Our next webinar will be held on April 11, 2023, at 10am. John Nelson, MRWA Lead and Copper Technical Advisor, will be the presenter at this training session. This training session will provide an overview of the Lead and Copper Rule Revisions. Topics will include identification of service lines, the inventory process, the replacement procedures, and financial resources.

If you have any questions that you would like to email us prior to the webinar, please send them to us at [mrwa@mrwa.com](mailto:mrwa@mrwa.com) and we will include them in the webinar.

To register for this webinar, please click on the link below. Each operator must register and sign-in separately to receive credit for attending the webinar. If you have any questions about the webinar or how to register, please feel free to call our office at 800-367-6792. We hope you will join us!

***Instructor: John Nelson, Minnesota Rural Water Association***

## **TO REGISTER FOR ZOOM MEETING:**

<https://us02web.zoom.us/meeting/register/tZULcemprijkpGNFR2S4NSiyuXazVOVKbwZKl>

*After registering, you will receive a confirmation email containing information about joining the meeting.*



**April 12, 2023**

**EMERGING CONTAMINANTS: PFAS WORKSHOP**

8:00 am - 9:30 am

**Introductions and PFAS Regulatory Updates**

Speaker: Paul Kimman, MPCA

Learn about Per- and Polyfluoroalkyl Substances and regulatory information

9:30am - 10:30am

**Per-and Polyfluoroalkyl Substances (PFAS) Facts, Findings & Funding**

Speaker: Meghan Brockman, Ph.D., Environmental Design Engineer, Bolton & Menk, Inc.

PFAS substances are everywhere. Discover what PFAS is, where we are finding them, their impact on you and potential funding sources to address PFAS concerns.

10:30am - 11:30am

**Sampling and Its Process**

Speaker: Lindsey Boone, Pace Analytical

Learn more about sampling methods and the process involved.

**TO REGISTER:**

Call the MRWA office at 800-367-6792 or go online to [www.mrwa.com](http://www.mrwa.com).  
Use the Training Calendar link.

**EMERGING CONTAMINANTS: PFAS WORKSHOP**

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**3 DIRECT WASTEWATER CREDITS**

---

**There Is No Charge For This Session!**

**LOCATION:**

**Red Baron Arena**  
1651 Victory Drive  
Marshall, MN



*Welcome,*

**Jolene Leither**  
**Source Water Specialist**  
**to the MRWA Team!**

Email: [jolene.leither@mrwa.com](mailto:jolene.leither@mrwa.com) Cell: 218-671-3818

# MRWA Sustainable Utility Management



Minnesota Rural Water Association in conjunction with USDA Rural Development, invite you to attend this Sustainable Management Workshop.

## Workshop Agenda

- \* Introductions & Workshop Objectives
- \* Overview of Key Management Areas
- \* Energy Efficiency
- \* Asset Management
- \* Compliance and Case Studies
- \* Workshop Feedback

## Objectives:

- ◆ *How to deliver increasingly efficient, and higher quality services.*
- ◆ *How to improve long-term sustainability and increase resiliency.*
- ◆ *How to set rates and pay for your projects!!!*
- ◆ *How to use the Small Systems Guidebook to Effective Utility Management to make improvements at your system.*

## Workshop Details:

Date: April 12, 2023  
Time: 12:30 pm to 4:00 pm  
Location: Red Baron Arena  
1651 Victory Drive  
Marshall, MN 56258  
Fee: There is **NO** fee for this session  
Register: Call 800-367-6792 or online at:  
<https://www.mrwa.com/training/trainingcalendar/>

## Speakers:

*UtilityLogic*

*USDA Rural Development*

and Minnesota Rural Water Association

**This workshop will help utilities address a full range of challenges and improve the management of their operation and infrastructure.**

*Utilities will learn to make improvements in the ten key management areas, focusing first on their most pressing challenges.*

## Ten Key Management Areas:

1. Product Quality
2. Customer Satisfaction
3. Employee Leadership & Development
4. Operational Optimization
5. Financial Viability (including setting rates)
6. Operational Resiliency
7. Infrastructure Stability
8. Community Sustainability
9. Water Resource Adequacy
10. Customer Understanding & Support

**3 credit hours awarded for full attendance.**



# MRWA WATER OPERATION & MAINTENANCE TRAINING SESSION



## AGENDA

- 8:00am Low Income Household Water Assistance Program**  
*Gain a better understanding of LIHWAP which will include the purpose of the program, legislative authority over the program, government appropriations, eligible applicant of the program and what the program funds can be used for.*
- 9:00am Leak Detection Basics**  
*We will be covering some of the basic aspects of leak detection. Listening devices as well as leak detection correlators will be discussed and issues that may arise when looking for a leak.*
- 10:00am Water Products and Lead & Copper**  
*You will learn how the industry is working on eliminating the use of lead and copper in their product lines.*
- 11:00am Minnesota Department of Health Updates**  
*Minnesota Department of Health will discuss what you should be doing to keep your water system in compliance and what to do in certain emergency situations. New requirements regarding the Revised Lead and Copper Rule will also be discussed.*
- 12:00pm Lunch (On Your Own)**
- 1:00pm Asset Management**  
*An asset management plan can be used to help effectively manage the water system assets to maintain the desired level of service and ensure long term sustainability. Attendees will learn the five core components of asset management, how to get started on a plan, and review MRWA's free asset management template.*
- 2:00pm Utility Line Locating and Operator Safety**  
*Locating is done in every system and is constantly evolving with better technology available to operations specialists. Learn the proper way to efficiently locate your water mains and service lines to help eliminate damage to them from other utilities and contractors. Aspects of the tracer wire specification will also be explained to better help operations specialists understand the proper installation of locating infrastructure.*
- 3:00pm Source to Tap: What You Need to Know.**  
*It's never been more important than now to understand and review your system and its chemistry. We will cover: emerging contaminants, chemical availability and costs fluctuations and new regulations.*
- 4:00pm End of Day**

**April 26, 2023**

**Cobblestone Hotel  
2602 Pleasant Ave  
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# MRWA WASTEWATER OPERATION & MAINTENANCE TRAINING SESSION



## AGENDA

- 8:00am**     **Introductions**
- 8:10am**     **Air Release Valves**  
*You will learn about the key components, common operational problems, and best practices for maintenance and operation of air release valves.*
- 9:00am**     **Bio-Augmentation for Wastewater**  
*Learn how bio-augmentation can help reduce bio-solids, control FOG, and improve the overall operation of your wastewater system.*
- 10:00am**    **Product Evolutions for Operations Specialists Safety**  
*Discussion on best practices in the area of operations specialists safety and how equipment has evolved in the water & wastewater industry.*
- 11:00 am**    **Failing Wastewater Infrastructure**  
*Learn about the current state of the water/wastewater industry and how that has impacted systems in the areas of infrastructure, chemical supplies, and electrical/mechanical components.*
- 12:00pm**    **Lunch (On Your Own)**
- 1:00pm**     **Rehabilitation of Liftstations**  
*Discover what you should consider when evaluating liftstations and the need for rehabilitation.*
- 2:00pm**     **Compliance & Operations Specialist Resources**  
*We will explore common compliance topics and resources available to operations specialists to assist in running their systems.*
- 3:00pm**     **MRWA Updates, Services, and Operations Specialist's Resources**  
*See what's new in the industry and learn about the changes in store for wastewater operations specialists. Get the latest on MRWA training, events, and technology. Learn about resources available to wastewater operations specialists.*
- 3:30 pm**    **End of Day**

**April 27, 2023**

**Cobblestone Hotel  
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**Course Instructors:**

**AE2S  
Minnesota Pump Works  
Mueller Company  
Team Lab  
UtilityLogic  
and**

**Minnesota Rural Water Association**

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**There is NO charge for this session**

**To Register For Any Training Session: Online: [www.mrwa.com](http://www.mrwa.com)  
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# Energy Efficiency Advisor Receives Regional Award

Written by Kaylyn Snow, NRWA  
Content & Communications Specialist

Paul Hoeschen, Energy Efficiency Advisor for Minnesota Rural Water Association (MRWA), received the Central States Water Environment Association (CSWEA) Resource Recovery and Energy Award in recognition of his achievements in energy conservation.

The award is presented to an individual who has implemented an outstanding, novel or otherwise especially impactful project to increase renewable energy generation, energy efficiency, and/or resource recovery from industrial, agricultural, municipal or domestic wastewater or wastewater residuals. Individuals are nominated and then interviewed as a part of the selection process.

“I truly was not expecting this, but I am very grateful,” Hoeschen said.

Hoeschen has been in the wastewater industry since 1985, and in his current position with MRWA for four and a half years, where he has managed the Energy Efficiency Program since its inception.

“I remember the pain and difficulty of starting this program and having nothing to work with,” Hoeschen said. “I feel compelled to help new Energy Efficiency Technicians have the tools they need to succeed in their positions because I understand the difficulties they are facing.”

*“People helping people  
is what it is all about.”*

In his position, Hoeschen provides energy assessments and works with utilities get the help they need for free, which is one of his favorite parts about his job. He serves as an unbiased opinion when it comes to upgrading equipment, which he says helps councils and boards approve the necessary funding.

“People helping people is what it is all about,” Hoeschen said.

While this is an individual award, Hoeschen said it wouldn’t be possible without MRWA, all the Energy Efficiency Advisors, the cities and councils he works with, and the University of Minnesota.

“Paul is very dependable and a joy to work with,” said Barbara Merrill, NRWA Energy Efficiency Program Manager and Compliance Officer. “He is always willing to do anything that anyone needs.”

Outside of helping people at his job, Hoeschen and his wife, Sara, enjoy helping their neighbors with things they need. When they are not helping someone, they enjoy traveling and riding their Harley motorcycle.



Trevor Prater (L) and Paul Hoeschen (R)



# NRWA Hires Charles Stephens

Formerly with USDA Rural Development, he will act as policy expert in water infrastructure funding and financing, and implementation of technical assistance and training programs

DUNCAN, Okla. — NRWA is excited to announce Charles Stephens will be joining the [NRWA team](#) as Senior Executive Policy Director. He will begin his role on February 27, 2023. In this role, Charles will act as a policy expert in rural development, water infrastructure funding and financing, and implementation of USDA's technical assistance and training programs.

Charles has served his country for over 25 years, having begun his career in the U.S. Army. After serving ten years in the military, he started his civilian career as a Budget Analyst for the Defense Logistics Agency. Most recently, Charles served as Assistant Administrator for Water and Environmental Programs for USDA Rural Development where he oversaw the funding programs that provided financing to thousands of rural communities across the country. He holds a bachelor's degree in business administration from Wayland Baptist University and a master's degree in public administration from Strayer University. In 2015, Charles completed the Leadership for a Democratic Society program at the Federal Executive Institute.

He has been a true champion for Rural Water at USDA Rural Development, building important relationships with industry leaders and attending numerous NRWA events, including WaterPro Conference, Rural Water Rally and In-Service Training. We are excited to add his expertise and experience to the ranks as we navigate ongoing policy changes and federal grants and contracts.

## U.S. EPA Releases Proposed Rule on PFAS MCL

Just announced, the U.S. Environmental Protection Agency (EPA) is proposing a National Primary Drinking Water Regulation (NPDWR) to establish Maximum Contaminant Levels (MCLs) for six PFAS in drinking water. These include PFOA and PFOS as individual contaminants, and PFHxS, PFNA, PFBS, and HFPO-DA (or GenX Chemicals) as a PFAS mixture. Additionally, EPA is proposing health-based, non-enforceable Maximum Contaminant Level Goals (MCLGs) for these six PFAS.

The proposed MCL levels for PFOA and PFOS are four parts per trillion (4.0 ppt). The other four PFAS proposed MCLs will be calculated using a hazard index, a tool to evaluate potential health risks from exposure to chemical mixtures. The proposed rule would require public water systems to monitor for these PFAS, notify the public of these levels of PFAS, and reduce the levels of these PFAS in drinking water if they exceed the proposed standards.

Until this proposed rule is finalized, there is no action required. There will be a public comment period of 60 days to provide input on this proposed rule. The rule is expected to be finalized at the end of 2023 or the beginning of 2024. Compliance will begin three years after the rule is promulgated. It is anticipated by EPA that the rule will prevent tens of thousands of deaths and illnesses due to PFAS exposure in drinking water, and provide a net benefit of \$1.2 billion annually. Costs to public water systems were estimated at \$772 million annually.

To view more about the proposed rule and additional resources, please visit EPA's website [here](#).

Link to read full press release: <https://content.nrwa.org/home/news/15352490/us-epa-releases-proposed-rule-on-pfas-mcl>





DEPARTMENT OF  
NATURAL RESOURCES

## DNR opens application period for reimbursement of well interference costs resulting from the 2021 drought

The Minnesota Department of Natural Resources encourages well owners, high-capacity water appropriators and water suppliers to apply for reimbursement of costs associated with the resolution of well interferences that occurred during the 2021 drought.

As part of a relief package to address impacts of the 2021 drought, the Minnesota Legislature provided funding to the DNR to reimburse people who paid for costs associated with restoring a water supply as a result of a well interference. A well interference happens when a high-capacity water user causes the water level in an aquifer to fall to a level that adversely affects the availability of water to shallower wells. Dry conditions in 2021 caused some high-capacity water appropriators to pump groundwater more frequently in some areas of the state, resulting in numerous well interferences.

The DNR received \$300,000 from the 2022 legislature to reimburse eligible expenses for domestic well owners, high-capacity water appropriators and public and private water suppliers. Those who wish to apply to the DNR for reimbursement will need to provide copies of receipts for work performed. The DNR will review the applications and determine eligibility for reimbursement.

The well interference situation must have happened between May 1, 2021 and Dec. 30, 2021 to be eligible for reimbursement.

Minnesota Statute [103G.265](#) requires the DNR to manage water resources to ensure an adequate supply to meet long-range seasonal requirements for domestic, agricultural, fish and wildlife, recreational, power, navigation, and quality control purposes. The Water Appropriation Permit Program exists to balance competing management objectives that include both development and protection of Minnesota's water resources.

The application period is now open. Applications should be submitted by 4:30 p.m. May 1, 2023. If applications for reimbursement exceed the total funding available, the available funds will be allocated proportionately to all eligible applicants based on their receipts submitted.

For more information, including how to apply, visit the [well interference resolution process page of the DNR website](#).

## EPA Updates Guidance to Support Communities with Rate Affordability



Update available here:

<https://www.epa.gov/waterfinancecenter/clean-water-act-financial-capability-assessment-guidance>

High school hoops playoffs heat up.

Page 31



Fridley students celebrate diverse backgrounds.

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Blaine / Spring Lake Park / Columbia Heights / Fridley

ONLINE AT ABCNEWSPAPERS.COM

# Dominium renters: 'Put a cap on it'

■ At the Capitol, Twin Cities area seniors protest rent increases, urge passage of rent control measure

By Ian Wreisner  
Staff Writer

Minnesota seniors took to the halls of the Minnesota Capitol demanding that their low-income housing situations remain affordable.

After protesting rent increases in front of Dominion apartment offices in August 2022, a coalition of Dominion tenants brought their cause to the Capitol on March 14. Senator John Hoffman, DFL-Champlin, held a rally with bipartisan legislators in the capitol rotunda attended by state and local legislators, as well as Dominion tenants and activists, to protest a 12% rent increase from Dominion and call on legislators to enact a 3% rent increase cap.

"First of all, I see my grandparents," Hoffman told ABC Newspapers. "This is the Greatest Generation. You want to let people know that if this is Dominion's way, or anybody's way of saying thanks, this is wrong."

Dominium is one of the largest affordable housing providers in the country, with more than 40 locations in the Twin Cities. Just how affordable they are has been under scrutiny, however, as low-income seniors across the Twin Cities are fighting back against rent increases and are claiming Dominion is charging hidden fees.

"Their model is based on



Seniors brought signs advocating for a 3% rent cap to a rally, hosted by Sen. John Hoffman, that took place in the Capitol rotunda on Tuesday, March 14. The seniors were protesting Dominion rent increases while asking legislatures to pass a rent control measure.

Photo by Ian Wreisner

maximization," Sen. Jim Abeler, R-Anoka, told ABC Newspapers. "There's all kinds of lapses, it's simply abuse. This is elder abuse."

Abeler brought this up after discussing Dominion's charge of \$75 for parking, which is also the subject of a 2021 lawsuit against Dominion. The lawsuit was filed by Bloomington-based nonprofit HOME Line on behalf of Dominion tenants, stating Dominion has "misrepresented the costs relat-

ed to parking construction and improvements" in order to receive Low-Income Housing Tax Credits for parking spaces.

If such tax credits are taken, the low-income housing provider may not charge for parking. The lawsuit alleges Dominion took the credits and still charged residents for parking.

Dominium media contact Sandi Scott, with public relations firm Tunheim Partners, told ABC Newspapers that "Dominium provides free sur-

face lot parking to all residents. Those that choose to rent a spot in the underground garage are charged a monthly fee."

Legislators like Hoffman and Abeler got involved after working with the seniors to keep rent affordable. A letter signed by U.S. senators Amy Klobuchar and Tina Smith along with federal representatives Angie Craig, Betty McCollum, Ilhan Omar and Dean Phillips in September 2022 asked the company to justify their increases. No legal or legislative action had taken

place until March 7 when Hoffman and Abeler introduced a bill (SF 2590) that proposes capping rent increases at 5% for certain low-income rental projects that use residential rental bonds.

"Here's the thing that boggles my mind: You have a \$36 million project, I'm going to give you \$11 or \$12 million as a direct tax credit on that project," Hoffman said. "And this is your way of saying thank you? That's not OK. It's wrong."

Continued on Page 2

PUBLIC NOTICES:  
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### LIFE

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Several Dominion tenants made baseball caps with the phrase, "Don't be afraid... put a cap on it."

Photo by Ian Wreisner

## Rent cap

Continued from page 1

Dominium's building affordable housing often qualifies their projects for Tax Increment Financing. Dominion's building affordable housing often qualifies them for Tax Increment Financing, where a local government can subsidize a development project with projected property taxes that will be generated by the new development.

"They've gotten hundreds of millions of dollars (over multiple projects)," Abeler added. "There's a problem with their corporate ethic. Their corporate ethic is not a Minnesota value. It's, 'How much can I get for me, and too bad for you.' These people come in, (and) in many cases they've gotten rid of a place that was cheaper."

Abeler met Dominion resident Janet Snell, a woman who had a \$600 payment on her home. She wanted to downsize, and ended up paying \$1,500 a month now when she moved into senior living facility apartment.

Snell, a tenant at Bren Road Station in Minnetonka, had her rent increased twice by Dominion prior to moving in.

At the Capitol rally, Snell told the crowd she did not want to depend on her children as she neared her 73rd birthday, and started to have questions about her retirement savings in the face of increasing rent.

"What do you do when you outlive your money, where do you go?" she asked. "I have (atrial fibrillation). I'm on blood thinners. And I know that taking that entire bottle of blood thinners will take me on to the next phase. People laugh, but it's not funny, honey. That's where some of us are at."

Jan Bragelman, one of the protest organizers at River North Senior Living Apartments in Coon Rapids, shared with ABC Newspapers that the bill to cap rent increases is on a tight deadline. If the bill is not passed by the end of the current legislative session on May 22, Bragelman suspects that Dominion could use July's annual Area Median Income report from the Housing and Urban Development Department to increase rent in the double-digits once again.

"They're trying to cap the rent at 5%, which is what most states have, but everyone here is asking for 3%," Bragelman said. "Be brave, be innovative, go to 3% for seniors on fixed incomes! The economy, the inflation, the weather, it's not going to get better."

Dominium Corporate Affairs Officer Paula Prahel released a statement on the rent-cap legislation after the March 14 rally. Prahel said Dominion recognizes the concerns of residents, but noted that the state lacks sufficient affordable housing.

"Inflation, driven in part by a housing shortage, is causing rents to increase beyond some household budgets, even for residents living in already rent-capped apartments like those Dominion manages," Prahel wrote. "Property managers rely on monthly rent payments because they are essential to pay mortgages, keep apartment buildings up to date, staffed, and maintained in a way that keeps affordable housing welcomed in communities across the state."

Concerns over maintenance were brought forth during August's protests, and again at the Capitol. Back in August, Legends of Champlin tenant Ronda Hassinger waited six months for a repair to her bathroom. Jackson Sweet-

ney, legislative assistant for Sen. Nicole Mitchell, DFL-Woodbury, spoke on Mitchell's behalf and recalled hearing about retaliation for maintenance requests.

Prahel added that Dominion also offered a plan for keeping apartments affordable that did not include a rent cap. They offered a two-point strategy, saying that rental assistance should be expanded in the state through Section 8 and advocated for affordable housing infrastructure bonds.

"These two complementary strategies, which help build more homes where rents are already capped and which help renters pay rent that works with their individual incomes, are popular with stakeholders across the housing spectrum, including renters and building managers," Prahel wrote. "Furthermore, they address one of the main cost drivers: insufficient supply of homes."

Columbia Heights Mayor Amada Márquez Simula was also in attendance and spoke at Tuesday's rally. She provided further comment to ABC Newspapers, saying the Columbia Heights City Council members stand by their seniors and pointed out the problematic nature of using the AMI to determine rents for seniors who may only be receiving Social Security.

"I would like the people of Columbia Heights to know the seniors are coming together at (Columbia Heights-located Dominion property) Legends and we support our neighbors in Columbia Heights," Márquez Simula said. "The thing that people can do is contact their elected officials at the state and federal level to say that we need our seniors not to be judged by the AMI, because they're on a fixed income. They should not be

judged against people who are making an income."

While Dominion has publicly been using the AMI to justify rent increases, there were accusations of greed, gentrification and corporate interests being brought up by tenants at the rally.

When Abeler went in front of the crowd to speak, echoing Hoffman in stating that the Capitol is to be of public use for Minnesota citizens. He specifically recommended heading to local representatives and Gov. Tim Walz's office to leave letters many of them had brought along.

"Some things are just wrong," Abeler said. "The governor's office is just down the hall there just a little bit. And I suggest you leave him a note. This is something that we totally agree on, that people should not be abused in a place that subsidizes public money. It's not a place where the feds and the states find a way to give people money to invest so they can just turn around and rob people."

Hoffman and Abeler's bill will move through the Minnesota Senate, along with a companion bill in the Minnesota House (HF 2676). Abeler said his bill has already met resistance, but he assured those in attendance that he was committed to passing it.

"Some of the Housing (Committee) people are pushing back on this, I have about two words for them: Too bad!" Abeler said. "They say, 'What if Dominion might not want to invest in another property across the state?' And I say..."

The crowd caught on to his pattern and joined Abeler in response:

"Too bad!"

[Ian.Wreisner@apgeorn.com](mailto:Ian.Wreisner@apgeorn.com)

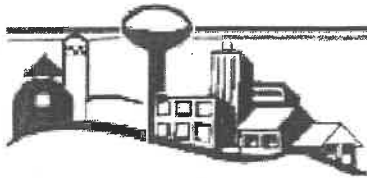


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# WATERLINE



NEWS AND INFORMATION

FOR PUBLIC WATER SUPPLIERS IN MINNESOTA

## New Location for Metro District Water Operators Casey O'Brien to be Keynote Speaker

The Metro District Water Operators School will be held Tuesday, May 9 to Thursday, May 11 at the Eagan Community Center. The new location and the later dates will allow for outdoor hands-on activities.

Casey O'Brien—a five-time cancer survivor who played football at Cretin-Derham Hall High School despite repeated chemotherapy treatments—was a walk-on at the University of Minnesota and appeared in a Gophers' game at Rutgers in 2019. His story was shared on ESPN, ABC World News, and The Today Show, and O'Brien has become a sought-after motivational speaker. He was the keynote speaker at the 2019 Big Ten Football Kickoff Luncheon before 2,000 people, and his speech has been viewed on-line over 100,000 times. O'Brien also lettered in golf at Minnesota.

O'Brien will talk about the three most important traits that helped him beat cancer and how they can be applied to any obstacles faced by individuals or organizations.

Matt Rasmussen of the city of Minneapolis will also speak on the water crisis in Jackson, Mississippi, where he was deployed to assist, in addition to sessions on treatment, distribution, and leadership.



## Water Operator Schools

In addition to the Metro District Water Operator School, three other district schools conducted by the Minnesota Department of Health and Minnesota Section of American Water Works Association will be held this spring.

**Southeast District School**—Wednesday, March 15 to Friday, March 17 at the International Event Center in Rochester. Topics include trenchless technologies, lead service line inventories and replacements, chemical feed maintenance, and hydrant maintenance. The school will include a vendor show on the first afternoon.

**Southwest District School**—Wednesday, April 12 at the Redwood Area Community Center in Redwood Falls. Topics include iron and manganese, wellhead protection and source water implementation grant opportunities, and hydrant operations and maintenance.

**Northeast District School**—Tuesday, April 18 to Thursday, April 20 at Timberlake Lodge in Grand Rapids. In addition to a vendor show and an off-site tour, topics for the school include PFAS and a regulatory update.

All the schools will offer certification exams. The Southeast and Northeast schools will include exam prep sessions.

Registration for all district operator schools is available at [https://www.mnawwa.org/events/event\\_list.asp](https://www.mnawwa.org/events/event_list.asp).

### Quote of the Quarter

"It's a dangerous thing to mistake speaking without thought for speaking the truth."

—Benoit Blanc



## New Robbinsdale Drinking Water Plant Looks to the Future

By Alycia Overbo, Minnesota Department of Health (MDH)

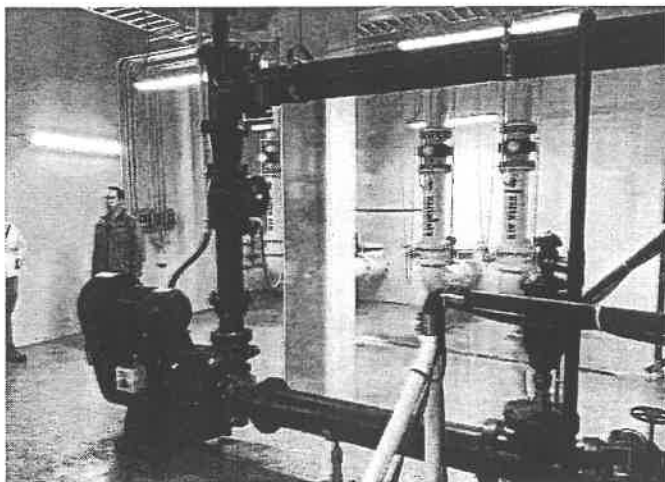


Aaron Vollmer of AE2S, the engineering firm for Robbinsdale's new water treatment plant, led a tour of the new facility.

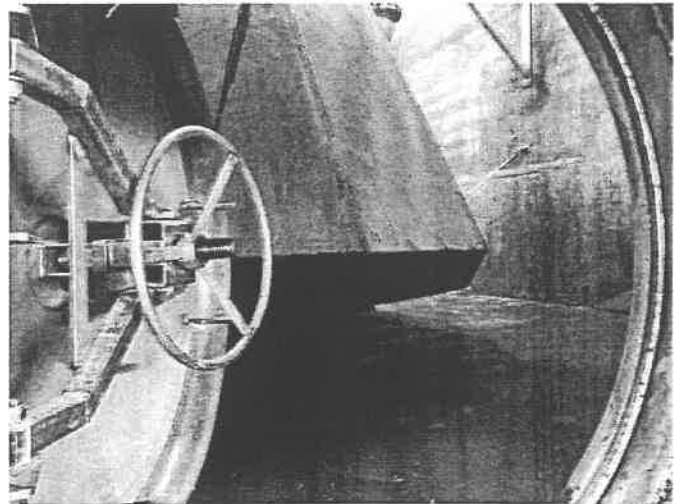
Approaching Robbinsdale's new drinking water treatment plant, one can peer into the windows and get a glimpse of the extensive infrastructure used to treat and deliver its drinking water. This view into the drinking water treatment process is just one of the innovative features that was meticulously researched and planned by the public water system staff and consulting engineering firm AE2S.

Before the new plant went online in November 2022, the community relied on three drinking water plants built in the 1960s. In 2017, the city council authorized a study to identify needs and actions that would ensure the reliability of its drinking water into the future. At the time, the city treated its drinking water only to remove iron and manganese and to add chlorine and fluoride.

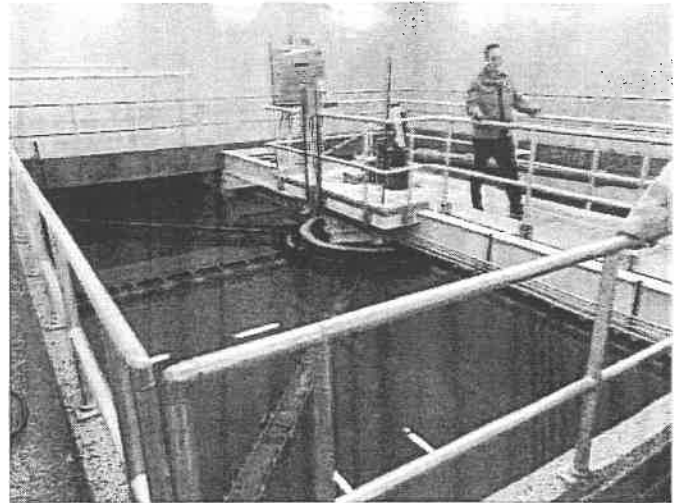
"For a system to move from just a regular groundwater iron and manganese filtration to softening, it's a huge deal. I mean, a *huge* deal," commented MDH district engineer Brian Noma. Apart from the additional equipment needs, centralized softening requires extensive water testing and chemical analyses throughout the treatment process.



The sludge pump at Robbinsdale's plant.



Two looks at the softening cone.



At public meetings, residents requested that the new drinking water plant centrally soften the water, even though it can result in higher water bills. At 24 grains per gallon, Robbinsdale's groundwater source is very hard and most neighboring communities have centrally softened water.

With centralized softening, the finished drinking water hardness was reduced from 24 to 5 grains per gallon, reducing or eliminating the need for home water softening. Decreased home softening can reduce chloride pollution, which has negative impacts on species such as dragonflies and freshwater mussels. Over-softening water can also cause plumbing issues such as pinholes in copper piping. Robbinsdale shared information with residents about bypassing or calibrating their softeners with the centrally softened water, and Culligan also notified community members about the change. The Metropolitan Council is sampling to understand the chloride reductions in the community wastewater as a result of centralized softening.

A bigger site was needed to accommodate lime softening treatment, and the city had an undeveloped plot within a residential area. The neighboring residents were initially wary but ultimately fully supportive of the new

Robbinsdale—Continued on next page



### Robbinsdale—Continued

drinking water plant, and the utility wanted to design a site that would fit in with the neighborhood. "We didn't want the building to look like a bunker—not utilitarian," added Richard McCoy, the city's public works director.

All of the facility equipment is housed indoors to fit in with neighborhood aesthetics, which also makes maintenance easier. Most pipes are exposed within the plant, making maintenance much easier in the long run. The site also incorporates natural light where possible.

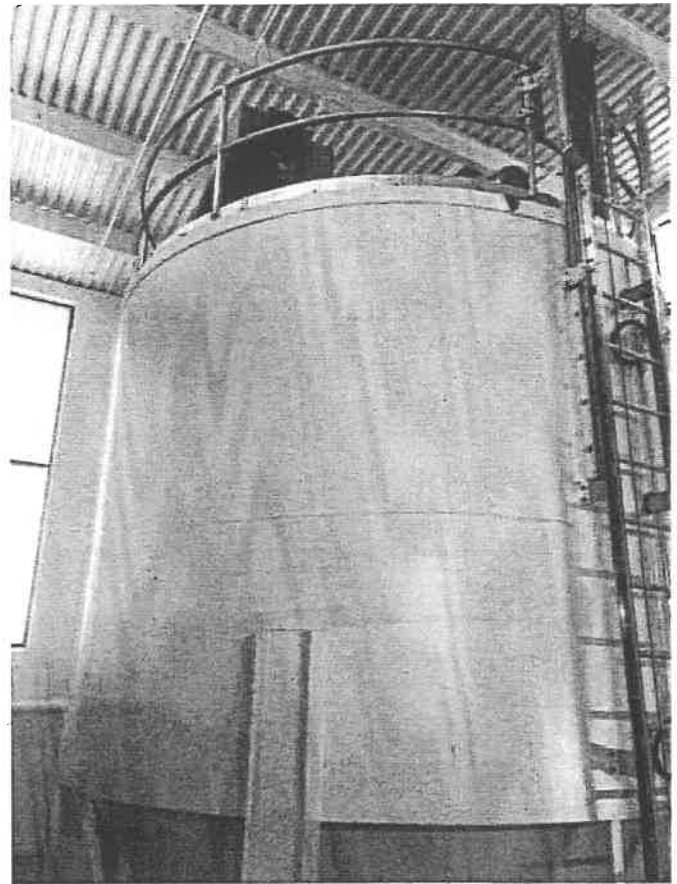
The public water system staff toured other drinking water treatment plants to get ideas for the new plant design. Submarine hatches to access the clarifier were one feature they borrowed from Fairmont, which allows operators to get in and out of areas from different levels without ladders, creating easier access and better safety.

"From the start, we were looking at the long-game—let's put in features that are going to serve us well for the long term," said McCoy.

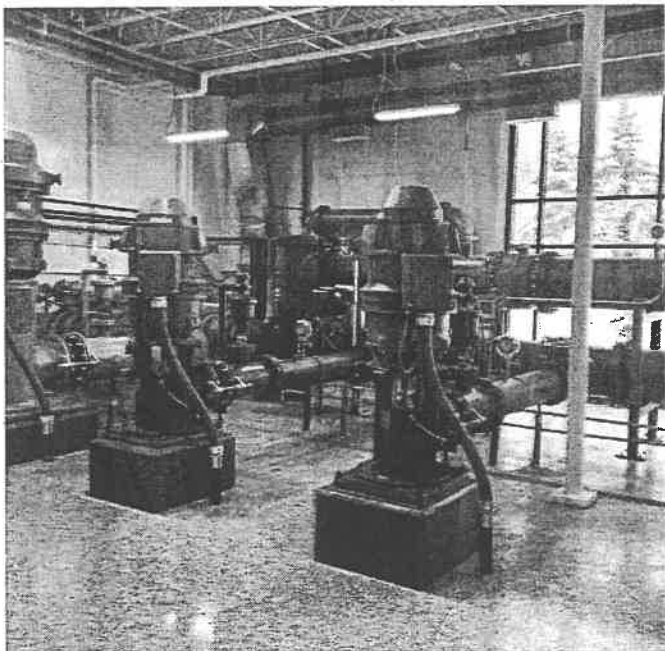
The site also has green features to minimize its environmental footprint. There is a green roof with foliage to capture rainfall and a stormwater pond that ensures no stormwater leaves the site. In the future, the plant will install solar panels on the roof and grow hops on the outdoor trellis with the intent of making them available to one (or both) of the local breweries.

With the new drinking water plant online, the public water system is now shifting to other drinking water infrastructure needs. The system will decommission two of its wells in a vulnerably geologic area near downtown and has already connected two new wells. The system is decommissioning two water towers—the small iconic tower downtown and the one that is surrounded by North Memorial Hospital—and is constructing a new water tower, which is taller and bigger. The infrastructure needs are planned to accommodate population growth and future demand.

Commented McCoy, "We'll have all the big-ticket items done. Then it will just be the 100-year-old pipes!"



Robbinsdale's lime storage (above) and lime grit removal (below).



High service pumps.







## Rick Wahlen Honored



Edén Prairie utility manager and water superintendent Rick Wahlen (holding award) was honored at a city council meeting for awards he has received over the last two years from American Water Works Association (AWWA). In 2020 Rick received the Minnesota AWWA's Jon Eaton Excellence in Volunteering Award for his legislative and regulatory leadership and years as an officer on the Water Utility Council. In 2021 he was one of the recipients of the Minnesota AWWA's Andrew Sullivan Outstanding Achievement Award for his work and program development on the Water Utility Treatment and Technology Committee. He also received AWWA's highest honor, the George Warren Fuller Award.

Because of the pandemic, the awards and recognition had been postponed. A native of South Dakota, Rick served in the Army and was the water superintendent in Aberdeen, South Dakota, before coming to Edén Prairie in 2006. To Rick's left in the photo is Edén Prairie mayor Ron Case. The others, from left to right, are members of the Minnesota AWWA Awards Committee, Ben Feldman, Carol Kaszynski, Carol Blommel Johnson, and Bert Tracy.

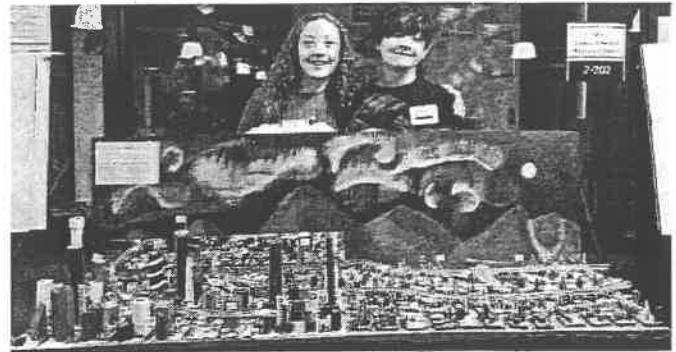
## Cool Web Sites

*Hinckley Fire Museum:* <http://hinckleyfiremuseum.com>

*Facts about Water:*  
<https://www.usgs.gov/special-topics/water-science-school/science/facts-about-water>

*Minnesota Geology:*  
<https://cse.umn.edu/mgs/minnesota-geology>

## Minnesota AWWA Participates in Future City Competition



Climate change was the topic for the 31st annual Future City Competition among sixth-to-eighth-grade STEM (Science, Technology, Engineering, and Mathematics) students. The Minnesota portion of the competition was held in Dakota County January 21 with Minnesota AWWA members helping to judge by reviewing 17 projects that focused on water management and conservation.

More than 55,000 students from 1,500 middle schools in the United States (in addition to three teams from China) competed by researching and designing a solution to a city-wide issue. This year students were challenged to design a futuristic climate-change adaptation and mitigation strategy to keep their residents healthy and safe.



Left to right: Michelle Stockness, Carol Blommel Johnson, Marilyn Porter of the Metropolitan Council, Carol Kaszynski, and Steve Gilberg. (The ones flanking Porter are Minnesota AWWA members.)

## Corey Larson Joins MDH



Corey Larson has joined the Drinking Water Protection Section of the Minnesota Department of Health as the Metro Operations Supervisor for the Community Public Water Supply Unit.

Corey grew up on a farm in Mondovi, Wisconsin, just south of Eau Claire, and got his engineering degree at the University of Wisconsin, Madison. He worked for the Wisconsin Department of Natural Resources in various programs for more than 12 years, the last seven of them in drinking water. He enjoys watching and participating in sports along with outdoor activities, particularly fall bow hunting on his parents' farmland.

Corey lives in Hudson, Wisconsin, with his wife, Ana, and son Owen.





## CALENDAR

COVID-19 has created uncertainty about upcoming training and schools.

For an up-to-date list of events, see the training calendar on the MDH web site:

[https://www.health.state.mn.us/communities/environment/water/wateroperator/wat\\_op\\_sched.html](https://www.health.state.mn.us/communities/environment/water/wateroperator/wat_op_sched.html)

### Minnesota Section, American Water Works Association

\*March 15-17, Southeast Water Operators School, Rochester International Event Center. Contact Keven Maxa, [kevenm@austinutilities.com](mailto:kevenm@austinutilities.com).

\*April 12, Southwest Water Operators School, Redwood Area Community Center, Redwood Falls. Contact Brady Powers, [bpowers@fairmont.org](mailto:bpowers@fairmont.org).

\*April 18-20, Northeast Water Operators School, Timberlake Lodge, Grand Rapids. Contact Wade Klingsporn, [wadekling@yahoo.com](mailto:wadekling@yahoo.com).

\*May 9-11, Metro Water Operators School, Eagan Community Center. Contact Stew Thornley, 651-201-4655, or Erin Culver, 651-201-4697.

**\*Includes a water operator certification exam.**

Information for all district schools, including agendas:

<https://www.health.state.mn.us/communities/environment/water/wateroperator/schoolagendas.html>

Registration information is available at [https://www.mnawwa.org/events/event\\_list.asp](https://www.mnawwa.org/events/event_list.asp)

**Minnesota Rural Water Association (MRWA)**  
Contact Bob Klug, 800-367-6792

*Note:* Only the MRWA workshops with water operator certification exams are listed to the left.

\*Technical Conference, March 7-9, St. Cloud

\*Water Operations and Maintenance, June 28, Wahkon

For more workshops, go to:

<https://www.mrwa.com/training/trainingcalendar>

### Reminder to All Water Operators

When submitting water samples for analyses, remember to do the following:

- Take coliform samples on the distribution system, not at the wells or entry points.
- Write the Date Collected, Time Collected, and Collector's Name on the laboratory request form.
- Attach the label to each bottle (do not attach labels to the lab form).
- Include laboratory request forms with submitted samples.
- Use something other than a rollerball or gel pen (the ink may run).
- Consult your monitoring plan(s) prior to collecting required compliance samples.

Notify your Minnesota Department of Health district engineer of any changes to your system.

If you have questions, call the Minnesota Department of Health contact on the back of all sample instruction forms.

### A Mnemonic Summary

When taking water samples, do it on the distribution system

And not at the well or entry points. Note the date collected,

Time collected, and collector's name on the lab request form.

Each bottle should have its own label.

Resist the urge to attach the labels to the lab form.

Lab request forms accompany the submitted samples.

Ink from gell or roller-ball pens may run. Use a ball-point pen.

Never collect required compliance samples without consulting your monitoring plans.

Engineers (MDH district engineers) will want to know of changes to your systems.

Thanks to MDH alumna (and expert proofreader) Lonna Wolfsteller for the summary.





**BETTER AGENTS ♦ BETTER COMMUNITIES**  
SAINT PAUL AREA ASSOCIATION OF REALTORS®

March 23, 2023

Greetings,

I would like to take this opportunity to briefly introduce myself as the Saint Paul Area Association of Realtors® (SPAAR) Government Affairs Director. As you may know, SPAAR is a professional organization of over 8,000 Realtors® in 12 Minnesota counties and 200+ cities and townships. SPAAR's Realtor® members and staff are committed to working with you to further strengthen Minnesota's vibrant communities through the dream of homeownership, fair housing, and sustainable community development.

April marks the start of Fair Housing Month. As it draws near, we would like to highlight the significance of the Fair Housing Act. The Fair Housing Act prohibits discrimination in housing based on race, color, religion, sex, familial status, sexual orientation, national origin, and disability. Realtors® believe our social fabric, the economy, health, and environment are strengthened in diverse, inclusive communities. With the homeownership gap continuing to widen, this issue is more important than ever.

We hope your city will join us in continuing to uphold fair housing laws by signing on to the included Fair Housing Month Proclamation. In addition to signing on to the proclamation, SPAAR believes it would be productive if the City Council would take some time to further discuss this issue. SPAAR and our members are happy to have a conversation about what that could look like.

Realtors® and local governments know a strong and fair housing market can be the foundation of a lively community. I look forward to working with you and your staff on public policy initiatives to best serve the housing needs of residents in your community. If SPAAR, our members, or I can be of any assistance, please do not hesitate to contact me at any time.

Best,

Becky Wegscheid  
Government Affairs Director  
[bwegscheid@spaar.com](mailto:bwegscheid@spaar.com)  
651-772-6350

## FAIR HOUSING MONTH PROCLAMATION

WHEREAS The Fair Housing Act, enacted on April 11, 1968, enshrined into federal law the goal of eliminating racial segregation and ending housing discrimination in the United States; and

WHEREAS The Fair Housing Act prohibits discrimination in housing based on race, color, religion, sex, familial status, national origin, and disability, and commits recipients of federal funding to affirmatively further fair housing in their communities; and

WHEREAS [Your Community's Name] is committed to the mission and intent of Congress to provide fair and equal housing opportunities for all; and

WHEREAS Our social fabric, the economy, health, and environment are strengthened in diverse, inclusive communities; and

WHEREAS More than fifty years after the passage of the Fair Housing Act, discrimination persists, and many communities remain segregated; and

WHEREAS Acts of housing discrimination and barriers to equal housing opportunity are repugnant to a common sense of decency and fairness.

NOW THEREFORE BE IT RESOLVED that the [Public Entity] of [Your Community's Name] does hereby declare the month of April 2023 as

### **Fair Housing Month**

In [Your Community's Name] as an inclusive community committed to fair housing, and to promoting appropriate activities by private and public entities to provide and advocate for equal housing opportunities for all residents and prospective residents of [Your Community's Name].

March 28, 2023

## Municipal Market Comments

### Lights, Camera, Action...Cut?

Last week could not end soon enough. FOMC anxiety came together with continued banking sector stress and the markets behaved in typical fashion when there is global uncertainty and unclear monetary policy guidance. As widely anticipated and after much internal debate, our Central Bank unanimously approved a 25-basis point hike in the Fed funds rate, raising the target range, for a ninth time during the current tightening cycle, to a near 16-year high of 4.75% - 5%, and setting market sights on the early May meeting.

Aside from the obligatory mission to drive inflation down to its 2% target, the FOMC threw the markets a softer pitch by stating, **“The Committee anticipates that some additional policy firming may be appropriate in order to attain a stance of monetary policy that is sufficiently restrictive to return inflation to 2 percent over time.”** The policy statement from the previous meeting referenced the need for **“ongoing increases in the target range”** as the likely trajectory, and so the nuanced adjustment should not be lost on nervous markets. With respect to the Fed’s balance sheet management, the quantitative tightening cycle is expected to hold course, yet we do hope that the Fed could yield flexibility if necessary.

At the beginning of his post-meeting press conference, Chair Powell provided commentary on the current banking stress, underscoring the ample capitalization and overall soundness and resiliency of the banking system as well as clearly stating that deposit flows have stabilized and that the Fed’s newly missioned funding mechanism now available at its window, which allows borrowing reserves at par, maintains ample liquidity. **Mr. Powell expressed the Central Bank’s desire to await incoming data surrounding potentially evolving tightness of household and business credit conditions and to assess such tightening affects upon future policy actions.**

The array of dropping shoes began with the collapse of SVB and subsequent casualties have been headlined both here in the U.S. as well as across the European continent. **While additional names could be added to the list, Chair Powell does not envision systemic failures (and we agree), yet the banking woes could produce contagion across other confidence and growth-centric activities.** This week opened with an

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identified suitor for the majority of SVB's assets as well as diminished anxiety over the European banking system. If there is a false sense of security to be had, however, let's not fall into it.

As mentioned, no sooner does one FOMC meeting conclude, when the next one assumes center stage. Chair Powell provided affirmation that the Central Bank considered a pause at last week's meeting and so, logically, there are expectations that a pause is on the table for May. ***Turning to the ever-changing futures contracts, we see that the markets and the Fed are once again reading from different scripts. Chair Powell made it clear that the Central Bank's base case neither includes recession nor a rate cut in 2023. The contracts are pointing to even-money for a May rate hike, with odds of easier policy advancing thereafter.***

At the risk of sounding like a broken record, we have now witnessed 475 basis points of tightening over the past year with historically significant velocity. Let's recall that we were prepared to make the case for a pause at last week's meeting. ***Should events and circumstances support a monetary cease-fire or even hold steady with evidence of further abating inflationary pressure sprinkled with one or more questionable bank profiles, we would sound an even stronger argument for a pause.***

We have consistently recognized the importance of pursuing a tightening cycle in order to arrest runaway inflation, and while the Fed's timeliness to its tightening sequence could be called into question, we have largely been in the Central Bank's corner. Having said this, ***the data reveals that much of the inflation bite is responding to policy actions, certainly if we consider housing, commodities, and goods inflation generally. Services inflation remains sticky, with heavy demand influences from the leisure and hospitality sector, one of the more deeply shuttered areas of the economy during the pandemic's reign that continues to broaden its recovery.***

While it is difficult to equate recent bank-related credit tightening ***to a basis-point range of increases in the funds rate, recent events have given the Fed some reasonable assistance. An observable credit contraction may very well yield disinflationary, if not deflationary, results upon the economy and the affects for overall growth performance can be quite material.*** In their revised summary of economic projections (SEP), Federal Reserve officials revised slightly lower their median 2023 forecast for change in real GDP from the December projections, from 0.5% to 0.4%. Their 2024 estimate was revised down to 1.2% from 1.6% posited last December.

***In our view, the banking stress will likely help to move inflation lower from still-elevated levels, and the downside risks upon GDP could exceed the Fed's own growth forecasts. Admittedly, the consumer is resilient and keeps growth performance within positive territory. However, future participation requires close monitoring as overall activity slows, with collateral damage from the banking dislocations and ensuing CDS narrative potentially becoming more visible. Future consumer engagement will be particularly assessed in the areas of housing, spending, and general levels of consumer confidence.***

With the FOMC meeting now in the rear-view mirror and Fed officials free to provide individual commentary until the next "blackout period", ***there seems to be uniform agreement among policymakers that decisive action was taken to prevent a systemic banking crisis, leaving the inflation fight job number 1 as demand remains quite strong, and stressing that the Central Bank possesses a different set of tools for different circumstances.*** In the SEP, policymakers held steady their 2023 forecast for the funds rate from the December outlook, targeted at 5.1%, and the 2024 projection was raised from 4.1% to 4.3%. Futures are

not presently signaling a peak funds rate at or above 5% through the balance of 2023, and in fact are projecting a year-end rate approximating 4.25% (as of this writing), just about 85 basis points lower than Fed expectations.

Let's agree that the banking system is well-capitalized and the problems stem from duration mismatches, as opposed to the presence of poorly performing/non-performing assets on the bank balance sheets. ***We suspect that enhanced oversight may bring about greater supervisory and regulatory parity between the large money center banks and the regional banking participants, and should higher capital requirements be mandated for regionals, there would likely be downward impact upon loan activity. As this scenario plays out, there would be another fly in the growth ointment, potentially helping to tip the GDP scales closer to zero or perhaps below.***

Since the conclusion of last week's FOMC meeting, we have witnessed a see-saw movement of sorts in UST bond prices. Treasury yields moved lower for a couple of trading sessions, held close to steady along many maturities last Friday, and advanced higher, breaking from YTD lows, during yesterday's trading session to finish closer to where they were, or even higher, for 3-month and out tenors at the end of FOMC day. Longer-term maturities, generally being less sensitive to monetary policy shifts, showed smaller rate increases. The flight-to-quality trade appeared to reverse course as easing bank contagion fears materialized, and we suspect some profit taking ensued. ***Today's (Tuesday) bond market selling pressure can be linked to uneasiness ahead of this week's GDP and PCE reports.***

The Treasury market is expected to remain pressured this week given a heavy corporate calendar, yet ***the flight-to-quality bid is far from over and it would not be a surprise to see even lower odds for a May rate hike, thus bringing on further divergence between the markets and the Fed. Recession seems embedded in the Treasury's curve inversion, yet there is still plenty of inflationary sensitivities to go around. The bond market wants the Fed to begin the rate cutting cycle soon as it believes that further tightening against a backdrop of banking stress could plunge our economy into a deep and protracted recession.***

***For now, Treasury yields are likely to stay range-bound, with shorter tenors such as the 2-year likely to respond downward to a Fed pivot, should one come about, and the curve will be assessed for any steepening bias.*** Let's recall that Chair Powell's Congressional testimony earlier this month brought about a 2s/10s inversion of over 100 basis points on March 8<sup>th</sup> for the first time in over forty years, as bets on a likely recession accelerated and notions of extended rate volatility took hold.

We have already seen the impact made by the banking stress and the attendant outlook for a cut in rates upon the curve, with the 2s/10s inversion tightening in to its current 41 basis points as the overall curve followed a steepening trajectory. From March 8<sup>th</sup> to today, the 2-year benchmark yield declined by 100 basis points.

***Municipal bond price movements remain tethered to the vagaries of the U.S. Treasury bond market, yet the asset class has been able to flex a noted degree of independence. Today's Treasury bond market seeks conviction, preferring to back away its response from the next headline, data point, FOMC meeting, or from the next banking shoe to fall, but munis seem to reflect a demand proposition against thinner supply of primary and secondary product.***

***With just a few days left in March, muni market participants should be pleased with both MTD and YTD returns against an unrelenting backdrop of volatility, yet we do concede that light primary volume, given the weariness over FOMC and banking stress, is playing a hand in performance.*** While munis are underperforming UST on both time measures, we are not all that disappointed given that munis generally underperform a bond market rally and that the asset class is exceeding expectations.

Having said this, ***we believe that munis are well-poised to preserve the flashing green through April as long as constructive technicals and market sentiment for a sputtering Central Bank tightening campaign hold in. The flight-to-quality bid will likely be more than just a casual visitor with munis expected to be a key beneficiary given the inherently defensive attributes offered by the asset class. Reinvestment needs have been seasonably light, but this dynamic will be changing as we move through the coming months.***

***We would also anticipate a pick-up in new-issue supply should Fed messaging become more issuer-friendly, with the potential for lower interest rates a likely deal sweetener. While not an absolute, we are anticipating more normalized rate movements, and for this to occur we need to see less volatility and more investment conviction. We continue to posit that any tax-season related selling will take a back seat to a host of macro-level concerns over the next several weeks.***

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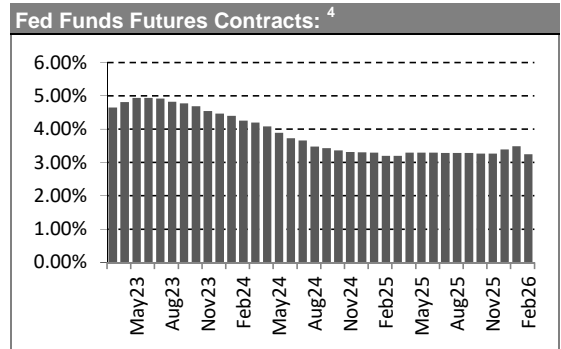
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Cash Market Indices: <sup>2</sup>			
Term	Discount	90 Day Rate	
	Rate (%)	Rate (%)	Change
ON SOFR	4.83	0.53	
1 M LIBOR	4.84	0.47	
SOFR 30D AVG	4.61	0.57	
3 M LIBOR	5.16	0.41	
6 M LIBOR	5.21	0.07	
1 Y LIBOR	5.16	-0.28	
FED FND ACT	4.82	0.50	
FED FND TGT	5.00	0.50	
O/N REPO	4.82	0.52	
SIFMA	3.97	0.31	

Commercial Paper (A1/P1): <sup>3</sup>			
Term	Discount	90 Day Rate	
	Rate (%)	Rate (%)	Change
7 Day	4.79	0.50	
30 Day	4.95	0.54	
45 Day	4.98	0.55	
60 Day	5.04	0.57	
90 Day	5.11	0.53	
120 Day	5.16	0.45	
180 Day	5.15	0.17	
210 Day	5.12	0.03	
240 Day	5.07	-0.08	
270 Day	5.05	-0.11	



U.S. Treasury Bills: <sup>5</sup>			
Term	Discount	90 Day Rate	
	Rate (%)	Rate (%)	Change
30 Days	3.74	0.35	
60 Days	4.18	0.24	
90 Days	4.43	0.21	
120 Days	4.54	0.17	
180 Days	4.52	0.04	
360 Days	4.52	-0.09	

U.S. Agency Discount Notes: <sup>6</sup>			
Term	Discount	90 Day Rate	
	Rate (%)	Rate (%)	Change
30 Days	4.62	0.62	
60 Days	4.72	0.35	
90 Days	4.76	0.40	
120 Days	4.79	0.50	
180 Days	4.80	-0.59	
360 Days	4.66	0.26	

Institutional Money Market Mutual Funds: <sup>7</sup>		
Fund Name	1 - Day Yield	Yield
Prime: Federated Money Mkt Management		4.84
Prime: Dreyfus Cash Mgmt		4.75
Prime: Western Asset Inst Liquid Reserves		4.90
US Govt: Federated Gov't Obligations Fund		4.68
US Govt: Fidelity Government Portfolio		4.71
US Govt: Western Asset Inst Gov't Reserves		4.72

Term Markets: Bloomberg Fair Market Value Curves <sup>8</sup>								
Taxable Market	1 year	2 Years	3 Years	4 Years	5 Years	10 Years	20 Years	30 Years
U.S. Treasury Notes & Bonds	4.60	4.13	3.90	3.80	3.73	3.58	3.95	3.77
US Government Agency	4.73	4.31	4.07	3.94	3.88	3.95	4.31	NA
US TXBL Municipal G.O. AAA	4.77	4.37	4.34	4.33	4.31	4.45	4.82	5.00
US TXBL Municipal G.O. AA	4.87	4.51	4.46	4.42	4.41	4.63	4.91	5.13
USD Corporate Composite A	4.98	4.76	4.61	4.55	4.55	4.81	5.23	5.13
Tax-Exempt Muni Market	1 year	2 Years	3 Years	4 Years	5 Years	10 Years	20 Years	30 Years
US General Obligation AAA	2.49	2.43	2.33	2.27	2.26	2.31	3.14	3.41
US General Obligation AA+	2.70	2.59	2.45	2.38	2.37	2.50	3.37	3.66

Bloomberg Bond Yield Forecasts (Weighted Average) <sup>9</sup>							
Index	Q2 23	Q3 23	Q4 23	Q1 24	Q2 24	Q3 24	
Federal Funds Rate	5.25	5.20	5.05	4.65	4.20	3.80	
3 Month Term SOFR	5.13	5.05	4.86	4.53	4.05	3.63	
2 Year US Treasury Yield	4.34	4.18	3.92	3.72	3.48	3.29	
10 Year US Treasury Yield	3.65	3.59	3.49	3.41	3.35	3.28	

Please contact the following individuals below with questions:

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Federal Agency Bonds are securities issued by government sponsored enterprises (GSEs), corporations created by Congress to foster a public purpose. Most agency bonds pay a semiannual coupon and are sold in a variety of instruments.

**Money Market Mutual Funds**

An investment in a U.S. SEC 2a-7 registered money market fund is not insured or guaranteed by the Federal Deposit Insurance Corporation or any other U.S. government agency. Although a US Domestic money market fund seeks to preserve the value of your investment at \$1.00 per share, it is possible to lose money by investing in a money market fund. An investor should consider the investment objectives, risks, and charges and expenses of the Fund(s) carefully before investing. A prospectus which contains this and other important information about the Fund(s) may be obtained from your Oppenheimer Financial Advisor. Please read the prospectus carefully before investing or sending money.

**USD Composite A**

Bloomberg Composite Ratings are averages of Moody's, Standard and Poor's and Fitch. The indices are comprised of a basket of US Dollar denominated option-free Fair Market Value Corporate bonds with maturity dates around the selected time period.

**US General Obligation AAA, AA+, AA-, A+**

Bloomberg Composite Ratings are averages of Moody's, Standard and Poor's and Fitch. The indices are comprised of a basket of US Dollar denominated option-free Fair Market Value Municipal General Obligation bonds with maturity dates around the selected time period.

**U.S. Treasury Bills:**

A short term debt obligation backed by the U.S. Government with a maturity of less than one year. T-bills commonly have maturities of one month, three months, or six months. T-bills are issued through a competitive bidding process at a discount from par, which means that rather than paying fixed interest payments like conventional bonds, the appreciation of the bond provides the return to the holder.

**U.S. Treasury Notes and Bonds:**

A fixed-interest U.S. government debt security with a maturity from one to thirty years. Treasury securities make interest payments semi-annually and interest is only taxed at the federal level.

**90 Day Rate Change**

The difference between the current rate and the rate 90 days prior. Should 90 days prior fall on a date where the market is closed, the date is shifted to the last open market date beyond 90 days.

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