



CITY OF SPRING PARK  
CITY COUNCIL AGENDA  
SPECIAL MEETING  
MARCH 25, 2024 5:30 PM  
SPRING PARK CITY HALL

The Spring Park City Council has called for a Special Meeting on Monday, March 25 at 5:30 p.m. under Minn. Stat. sec. 412.02, subd. 2a. The meeting will be held at City Hall, 4349 Warren Ave., in the Council Chambers to discuss the vacant seat of Office of the Mayor and discuss items from the March 18, 2024 meeting agenda that was previously cancelled.

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF AGENDA
4. PUBLIC COMMENT\*\*

Those wishing to speak must state their name and address for the record. Each person will have three (3) minutes to make their remarks. Speakers will address all comments to the City Council as a whole and not one individual councilmember. The Council will **not take official action** on any item presented during the Public Comment period.

5. REQUESTS & PRESENTATIONS  
None

6. CONSENT AGENDA\*
  - a. Minutes, Regular City Council Meeting – March 4, 2024
  - b. Approval of Expenditures and YTD Budget Comparison: Revenue/Expenditures
  - c. Resolution #24-09: Declaring Vacancy for the Office of the Mayor

7. ACTION AGENDA
  - a. Mayor Vacancy Memo to Council; City Council Vacancy Process
  - b. Resolution #24-10: Appointing Mayor to fill the Unexpired Term
  - c. Resolution #24-11: Declaring Vacancy of a Council Member
  - d. Warren Ave Road Construction Approval

8. REPORTS
  - a. Mayor & Council
  - b. Staff

9. ANNOUNCEMENTS/MISCELLANEOUS (INFORMATION ONLY)
  - a. April 1, 2024 – Regular City Council Meeting – 6:30PM
  - b. April 10, 2024 – Planning Commission Meeting and Public Hearing – 6:00PM
  - c. April 15, 2024 – Regular City Council Meeting – 6:30PM
  - d. April 15, 2024 – Council Work Session – 5:30PM

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\* The Consent Agenda lists those items of business which are routine, recommended for approval, and/or need no discussion. The several separate items listed on the Consent Agenda are acted upon by one motion. There will be no separate discussion of these items unless a Council Member makes a request, in which event the item will be removed from the Consent Agenda and placed elsewhere on the regular agenda for Council discussion and action.

\*\* Under Public Comment, individuals may address the City Council about any item not contained on the regular agenda. Each speaker should keep their statements to three minutes to allow sufficient time for others. The Council will take no official action on items discussed at the forum, except for referral to staff for future report.

## 10. ADJOURNMENT

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\*\* Under Public Comment, individuals may address the City Council about any item not contained on the regular agenda. Each speaker should keep their statements to three minutes to allow sufficient time for others. The Council will take no official action on items discussed at the forum, except for referral to staff for future report.



CITY OF SPRING PARK  
CITY COUNCIL MINUTES  
MARCH 4, 2024 – 6:30 PM  
SPRING PARK CITY HALL

1. CALL TO ORDER

The meeting was called to order at 6:30 p.m.

Council Present: Council Member's Sippel, Hoffman, and Horton were present. Mayor Rockvam and Council Member Chase were absent. Council Member Hoffman was acting Mayor.

Staff Present: City Administrator Anderson

2. PLEDGE OF ALLEGIANCE

Acting Mayor Hoffman led the audience in the Pledge of Allegiance

3. APPROVAL OF AGENDA

*Council Member Sippel motioned, being seconded by Council Member Horton, to approve the agenda as presented. On vote being taken, the motion was unanimously approved.*

4. PUBLIC COMMENT\*\*

Mike Wiskus shared comments, questions, and concerns from residents regarding the Sunset Drive project by Hennepin County. He asked for clarification regarding the status of the project and to receive regular updates as we received them from Hennepin County.

5. REQUESTS & PRESENTATIONS

None

6. CONSENT AGENDA\*

- a. Minutes - Regular City Council Meeting & Work Session – February 20, 2024
- b. Expenditure Revenue Report & Claims for Payment
- c. YTD Budget to Actual Finance Report Rolling 2024
- d. Approval of Moore Engineering Contract
- e. Approval of 2024 Garbage Hauler Licenses

*Council Member Horton motioned, being seconded by Council Member Sippel, to approve the consent agenda as presented. On vote being taken, the motion was unanimously approved.*

7. ACTION AGENDA

- a. Discuss Utility Tiered Rates  
- Resolution 24-09: Amending Resolution 22-24 -Utility Rates for 2024/2025 (based on 7a discussion)

Discussion was had whether to revise the tiers for the water utility rates now or wait until the Fall of 2025.

*Council Member Hoffman motioned, being seconded by Council Member Horton, to continue with Resolution #22-24-Utility Rates until the Fall of 2025 when a new rate review will occur. On roll call vote; Horton – yes; Hoffman – yes; Sippel no.*

*Motion passed 2-1.*

8. REPORTS

- a. Mayor & Council: none
- b. Staff: City Administrator Anderson stated the surveyor was out surveying Warren Avenue for the mill and overlay project. Staff will bring the estimated bid to the next meeting.

All meetings of the Spring Park City Council are video recorded and available for viewing online at [www.ci.spring-park.mn.us](http://www.ci.spring-park.mn.us) or [Spring Park | Lake Minnetonka Cable Commission \(lmcc-tv.org\)](http://Spring Park | Lake Minnetonka Cable Commission (lmcc-tv.org)). Meeting minutes are intended to be a general synopsis of the meetings of the City Council. More detail regarding discussions and policy considerations is provided by watching the recording of the meeting.

9. ANNOUNCEMENTS/MISCELLANEOUS (INFORMATION ONLY)

- a. March 13, 2024 – Planning Commission Meeting – 6:00PM
- b. March 18, 2024 – Regular City Council Meeting – 6:30PM
- c. March 18, 2024 – Council Work Session – 5:30PM
- d. April 1, 2024 – Regular City Council Meeting – 6:30PM

10. ADJOURNMENT

*There being no further discussion, Council Member Sippel motioned, being seconded by Council Member Horton, to adjourn the meeting at 7:11p.m. On vote being taken, the motion was unanimously approved.*

Respectfully submitted,  
Jamie Hoffman, City Clerk

CITY OF SPRING PARK

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**\*Check Summary Register©**

Batch: 031824PAY

Name	Check Date	Check Amt	
<b>10100 Wells Fargo Bank NA</b>			
33693	CITY OF BLOOMINGTON	3/12/2024	\$28.00 Feb. 24' Water Testing Fees
33694	CARSON, CLELLAND, & SCHRED	3/12/2024	\$2,015.00 Feb. 2024 Legal Services - Shoreline Drive
33695	CENTERPOINT ENERGY	3/12/2024	\$866.57 Gas usage 01/19/24-02/20/24
33696	GOOD TO BE HOME CLEANING	3/12/2024	\$375.00 Feb. 2024 City Hall Cleaning Services
33697	GOPHER STATE ONE-CALL	3/12/2024	\$9.45 Feb. 2024 Locates
33698	LEAGUE OF MN CITIES INS TRU	3/12/2024	\$26,618.00 2024 Annual Property/Casualty Coverage Prem
33699	LAKE MTKA. CONSERVATION DI	3/12/2024	\$1,011.25 LMCD 1st Qtr. 2024 Levy Payment
33700	METRO COUNCIL ENVIRON SER	3/12/2024	\$21,068.56 Apr. 24' Wastewater Treatment Monthly Fee
33701	METRO COUNCIL ENVIRON SER	3/12/2024	\$2,485.00 Payment of 1 SAC for reporting period Q4 2021
33702	MN DEPT OF HEALTH	3/12/2024	\$899.00 1st Qtr. 2024 Community Water Supply Service
33703	MNSPECT, LLC	3/12/2024	\$1,755.16 Feb. 24' Residential & Commercial Inspections/
33704	NAVARRE TRUE VALUE HARDW	3/12/2024	\$113.96 Purchase of bulbs and supplies for WTP
33705	OPG-3, INC.	3/12/2024	\$4,378.00 2024 Annual Lasherfiche Starter Public Portal
33706	CITY OF ORONO	3/12/2024	\$61,631.32 March 24' Contracted Services - Police
33707	PITNEY BOWES GLOBAL FIN. SE	3/12/2024	\$184.44 Leasing Charges 12/30/24-03/29/24
33708	REPUBLIC SERVICES, INC	3/12/2024	\$1,615.44 Feb. 2024 Recycling Services
33709	SOLUTION BUILDERS, INC.	3/12/2024	\$53.00 Microsoft Online Services
33710	UNICLEAN CLEANROOM SERVIC	3/12/2024	\$152.97 Rug rental services 11/19/23-12/23/23
33711	VELOCITY TELEPHONE	3/12/2024	\$251.89 Phone & Long Distance Services 03/21/24-04/2
33712	WSB & ASSOCIATES, INC.	3/12/2024	\$782.50 Jan. 24' Planning Services - General (Meetings
33713	XCEL ENERGY	3/12/2024	\$138.19 Electric Usage 01/28/24-02/27/24 at 4468 Shor
<b>Total Checks</b>			<b>\$126,432.70</b>

CITY OF SPRING PARK

**\*Check Detail Register©**

Batch: 031824PAY

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
<b>10100 Wells Fargo Bank NA</b>					
<b>33693</b>	03/12/24	<b>CITY OF BLOOMINGTON</b>			
E 601-49400-306		Testing Fees	\$28.00	23369	Feb. 24' Water Testing Fees
		Total	\$28.00		
<b>33694</b>	03/12/24	<b>CARSON, CLELLAND, &amp; SCHREDER</b>			
E 101-41600-304		Legal Fees	\$72.50	5173	Feb. 2024 Legal Services - Shoreline Drive
E 101-41600-304		Legal Fees	\$616.25	5173	Feb. 2024 Legal Services - Water Rates
E 101-41600-304		Legal Fees	\$145.00	5173	Feb. 2024 Legal Services - Short Term Rentals
E 101-41600-304		Legal Fees	\$181.25	5173	Feb. 2024 Legal Services - Civil
E 101-42000-304		Legal Fees	\$1,000.00	5173	Feb. 2024 Legal Services - Prosecution
		Total	\$2,015.00		
<b>33695</b>	03/12/24	<b>CENTERPOINT ENERGY</b>			
E 101-41900-381		Utilities/Electric/Gas	\$275.35		Gas usage 01/19/24-02/20/24
E 601-49400-381		Utilities/Electric/Gas	\$496.18		Gas usage 01/19/24-02/20/24
E 602-49450-381		Utilities/Electric/Gas	\$95.04		Gas usage 01/19/24-02/20/24
		Total	\$866.57		
<b>33696</b>	03/12/24	<b>GOOD TO BE HOME CLEANING SERVI</b>			
E 101-41900-310		Contracted Services	\$375.00	1160	Feb. 2024 City Hall Cleaning Services
		Total	\$375.00		
<b>33697</b>	03/12/24	<b>GOPHER STATE ONE-CALL</b>			
E 601-49400-310		Contracted Services	\$4.72	4020756	Feb. 2024 Locates
E 602-49450-310		Contracted Services	\$4.73	4020756	Feb. 2024 Locates
		Total	\$9.45		
<b>33698</b>	03/12/24	<b>LEAGUE OF MN CITIES INS TRUST</b>			
E 101-41500-361		Liability/Prop Ins/WC	\$7,985.45		2024 Annual Property/Casualty Coverage Premium
E 101-41900-361		Liability/Prop Ins/WC	\$3,992.75		2024 Annual Property/Casualty Coverage Premium
E 101-43100-361		Liability/Prop Ins/WC	\$2,661.80		2024 Annual Property/Casualty Coverage Premium
E 101-45200-361		Liability/Prop Ins/WC	\$1,330.90		2024 Annual Property/Casualty Coverage Premium
E 601-49400-361		Liability/Prop Ins/WC	\$5,855.90		2024 Annual Property/Casualty Coverage Premium
E 602-49450-361		Liability/Prop Ins/WC	\$4,791.20		2024 Annual Property/Casualty Coverage Premium
		Total	\$26,618.00		
<b>33699</b>	03/12/24	<b>LAKE MTKA. CONSERVATION DIST.</b>			
E 101-42100-310		Contracted Services	\$1,011.25	2024Q1SPar	LMCD 1st Qtr. 2024 Levy Payment
		Total	\$1,011.25		
<b>33700</b>	03/12/24	<b>METRO COUNCIL ENVIRON SERVICES</b>			
E 602-49450-327		MCES Sewer Service Chg	\$21,068.56	0001169465	Apr. 24' Wastewater Treatment Monthly Fee
		Total	\$21,068.56		
<b>33701</b>	03/12/24	<b>METRO COUNCIL ENVIRON SERVICES</b>			
E 602-49450-437		Other Miscellaneous	\$2,485.00		Payment of 1 SAC for reporting period Q4 2021
		Total	\$2,485.00		
<b>33702</b>	03/12/24	<b>MN DEPT OF HEALTH</b>			

CITY OF SPRING PARK

**\*Check Detail Register©**

Batch: 031824PAY

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 601-49400-306		Testing Fees	\$899.00		1st Qtr. 2024 Community Water Supply Service Connection Fee
		Total	\$899.00		
<b>33703</b>	03/12/24	<b>MNSPECT, LLC</b>			
E 101-42400-310		Contracted Services	\$133.50	280767	Feb. 24' Code Enforcement Services
E 101-42400-310		Contracted Services	\$1,012.94	280883	Feb. 24' Residential & Commercial Inspections/Permit Fees/General Fees/Staff Meeting
E 101-42400-305		Plan Check Fees	\$608.72	280883	Feb. 24' Residential & Commercial Inspections/Permit Fees/General Fees/Staff Meeting
		Total	\$1,755.16		
<b>33704</b>	03/12/24	<b>NAVARRE TRUE VALUE HARDWARE</b>			
E 101-41500-437		Other Miscellaneous	\$27.99	C97716	Purchase of bulbs and supplies for WTP
E 601-49400-201		Meters & Supplies	\$85.97	C97716	Purchase of bulbs and supplies for WTP
		Total	\$113.96		
<b>33705</b>	03/12/24	<b>OPG-3, INC.</b>			
E 101-41500-310		Contracted Services	\$1,460.00	7657	2024 Annual Lasherfiche Starter Public Portal
E 601-49400-310		Contracted Services	\$1,459.00	7657	2024 Annual Lasherfiche Starter Public Portal
E 602-49450-310		Contracted Services	\$1,459.00	7657	2024 Annual Lasherfiche Starter Public Portal
		Total	\$4,378.00		
<b>33706</b>	03/12/24	<b>CITY OF ORONO</b>			
E 101-41510-310		Contracted Services	\$12,538.20	20142345	March 24' Contracted Services - Public Works
E 601-49400-103		People Service/Orono	\$2,686.75	20142345	March 24' Contracted Services - Public Works
E 602-49450-103		People Service/Orono	\$2,686.75	20142345	March 24' Contracted Services - Public Works
E 101-42000-310		Contracted Services	\$42,924.18	20142346	March 24' Contracted Services - Police
E 101-42000-313		Booking Per Diem/Jail Ch	\$795.44	20142348	Jan. 24' Jail Charges
		Total	\$61,631.32		
<b>33707</b>	03/12/24	<b>PITNEY BOWES GLOBAL FIN. SER. LLC</b>			
E 101-41500-413		Office Equipment/Rental	\$61.48	3106523172	Leasing Charges 12/30/24-03/29/24
E 601-49400-413		Office Equipment/Rental	\$61.48	3106523172	Leasing Charges 12/30/24-03/29/24
E 602-49450-413		Office Equipment/Rental	\$61.48	3106523172	Leasing Charges 12/30/24-03/29/24
		Total	\$184.44		
<b>33708</b>	03/12/24	<b>REPUBLIC SERVICES, INC</b>			
E 101-42900-310		Contracted Services	\$1,615.44	0894-006577	Feb. 2024 Recycling Services
		Total	\$1,615.44		
<b>33709</b>	03/12/24	<b>SOLUTION BUILDERS, INC.</b>			
E 101-41500-207		Computer Support/Supplie	\$17.67	SB55707	Microsoft Online Services
E 601-49400-207		Computer Support/Supplie	\$17.67	SB55707	Microsoft Online Services
E 602-49450-207		Computer Support/Supplie	\$17.66	SB55707	Microsoft Online Services
		Total	\$53.00		
<b>33710</b>	03/12/24	<b>UNICLEAN CLEANROOM SERVICES</b>			
E 101-41500-310		Contracted Services	\$152.97	205732	Rug rental services 11/19/23-12/23/23
		Total	\$152.97		

CITY OF SPRING PARK

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**\*Check Detail Register©**

Batch: 031824PAY

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
<b>33711</b>	03/12/24	<b>VELOCITY TELEPHONE</b>			
E 101-41500-321		Telephone and Mtce Agre	\$83.97	14012582-n	Phone & Long Distance Services 03/21/24-04/21/24
E 601-49400-321		Telephone and Mtce Agre	\$83.96	14012582-n	Phone & Long Distance Services 03/21/24-04/21/24
E 602-49450-321		Telephone and Mtce Agre	\$83.96	14012582-n	Phone & Long Distance Services 03/21/24-04/21/24
		Total	\$251.89		
<b>33712</b>	03/12/24	<b>WSB &amp; ASSOCIATES, INC.</b>			
E 101-41910-310		Contracted Services	\$552.00	R-021860-00	Jan. 24' Planning Services - General (Meetings)
E 101-41910-310		Contracted Services	\$184.50	R-021860-00	Jan. 24' Planning Services - General (Zoning)
E 101-41910-310		Contracted Services	\$46.00	R-024509-00	Jan. 24' Planning Services - General (Zoning)
		Total	\$782.50		
<b>33713</b>	03/12/24	<b>XCEL ENERGY</b>			
E 101-43100-381		Utilities/Electric/Gas	\$138.19	1092523615	Electric Usage 01/28/24-02/27/24 at 4468 Shoreline
		Total	\$138.19		
		<b>10100 Wells Fargo Bank NA</b>	\$126,432.70		

Fund Summary

<b>10100 Wells Fargo Bank NA</b>	
101 GENERAL FUND	\$82,000.69
601 WATER FUND	\$11,678.63
602 SEWER FUND	\$32,753.38
	\$126,432.70

**CITY OF SPRING PARK**  
**\*Budget YTD Rev-Exp©**

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Current Period: March 2024

		2024	2024	March	2024	% of
		YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
<b>Revenues</b>		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Expenditures</b>		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Gain/(Loss)</b>		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Expenditure</b>						
Active		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Expenditure</b>		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total</b>		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>GENERAL FUND</b>						
<b>Revenues</b>		\$1,663,983.00	-\$117,193.60	\$4,127.22	\$1,781,176.60	-7.04%
<b>Expenditures</b>		\$1,848,715.00	\$501,177.82	\$82,563.41	\$1,347,537.18	27.11%
<b>Gain/(Loss)</b>		(\$184,732.00)	(\$618,371.42)	(\$78,436.19)	\$433,639.42	334.74%
<b>Revenue</b>						
Active	R 101-31010 Current Ad Valorem T	\$1,479,483.00	(\$102,313.96)	\$0.00	\$1,581,796.96	-6.92%
Active	R 101-31090 In Lieu of Taxes	\$20,000.00	(\$16,279.87)	\$0.00	\$36,279.87	-81.40%
Active	R 101-32000 Dock Licenses	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	R 101-32105 Cigarette Permits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-32110 Alcoholic Beverages	\$15,000.00	\$0.00	\$0.00	\$15,000.00	0.00%
Active	R 101-32120 Sign Permits	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
Active	R 101-32160 Garbage Haulers	\$750.00	\$0.00	\$0.00	\$750.00	0.00%
Active	R 101-32170 Special Events	\$2,500.00	\$1,950.00	\$1,950.00	\$550.00	78.00%
Active	R 101-32180 Other Licenses/Permit	\$10,000.00	\$800.00	\$500.00	\$9,200.00	8.00%
Active	R 101-32210 Building Permits	\$35,000.00	\$928.36	\$928.36	\$34,071.64	2.65%
Active	R 101-32215 Building Permit - Surc	\$0.00	\$265.01	\$16.50	(\$265.01)	0.00%
Active	R 101-33100 Grants and Aids	\$5,000.00	(\$2,682.50)	\$0.00	\$7,682.50	-53.65%
Active	R 101-33404 PERA Aid	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-33620 Recycling	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
Active	R 101-34103 Variance/CUP Reque	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	R 101-34104 Plan Check Fee	\$25,000.00	\$732.36	\$732.36	\$24,267.64	2.93%
Active	R 101-34105 Dance & Police Fees	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
Active	R 101-34401 Recycling Apartments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-35100 Court Fines	\$8,500.00	(\$593.00)	\$0.00	\$9,093.00	-6.98%
Active	R 101-36100 Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-36210 Interest Earnings	\$4,500.00	\$0.00	\$0.00	\$4,500.00	0.00%
Active	R 101-39102 LMCIT Dividend	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.00%
Active	R 101-39104 Other Revenue	\$50,000.00	\$0.00	\$0.00	\$50,000.00	0.00%
Active	R 101-39203 Trsfr from General Fu	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Revenue</b>		\$1,663,983.00	(\$117,193.60)	\$4,127.22	\$1,781,176.60	-7.04%
<b>Expenditure</b>						
Active	E 101-41100-105 Salaries	\$19,200.00	\$2,955.20	\$0.00	\$16,244.80	15.39%
Active	E 101-41100-109 Recording Servic	\$800.00	\$60.00	\$0.00	\$740.00	7.50%
Active	E 101-41100-121 PERA/FICA/Hosp	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
Active	E 101-41100-437 Other Miscellaneo	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 101-41410-105 Salaries	\$3,500.00	\$0.00	\$0.00	\$3,500.00	0.00%
Active	E 101-41410-200 Office Supplies	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 101-41410-351 Legal Notices Pu	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 101-41410-437 Other Miscellaneo	\$1,000.00	\$936.23	\$0.00	\$63.77	93.62%
Active	E 101-41500-101 Administrator	\$43,575.00	\$7,170.69	\$0.00	\$36,404.31	16.46%

**CITY OF SPRING PARK**  
**\*Budget YTD Rev-Exp©**

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**Current Period: March 2024**

			<b>2024</b>	<b>2024</b>	<b>March</b>	<b>2024</b>	<b>% of</b>
			<b>YTD Budget</b>	<b>YTD Amt</b>	<b>MTD Amt</b>	<b>YTD Balance</b>	<b>Budget</b>
Active	E 101-41500-102	Clerk	\$29,217.00	\$3,416.68	\$0.00	\$25,800.32	11.69%
Active	E 101-41500-107	Office Assistant	\$21,151.00	\$2,953.01	\$0.00	\$18,197.99	13.96%
Active	E 101-41500-119	Ordinance Codific	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
Active	E 101-41500-121	PERA/FICA/Hosp	\$36,800.00	\$5,203.11	\$516.07	\$31,596.89	14.14%
Active	E 101-41500-200	Office Supplies	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
Active	E 101-41500-207	Computer Suppor	\$2,000.00	\$197.43	\$17.67	\$1,802.57	9.87%
Active	E 101-41500-301	Auditing Services	\$7,500.00	\$6,333.34	\$0.00	\$1,166.66	84.44%
Active	E 101-41500-302	Accounting Servic	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 101-41500-310	Contracted Servic	\$2,500.00	\$6,847.86	\$1,659.62	(\$4,347.86)	273.91%
Active	E 101-41500-321	Telephone and Mt	\$500.00	\$251.88	\$83.97	\$248.12	50.38%
Active	E 101-41500-322	Postage & Meter	\$1,200.00	\$0.00	\$0.00	\$1,200.00	0.00%
Active	E 101-41500-330	IT Technology Su	\$8,900.00	\$473.34	\$0.00	\$8,426.66	5.32%
Active	E 101-41500-350	Print/Binding	\$1,500.00	\$207.75	\$0.00	\$1,292.25	13.85%
Active	E 101-41500-361	Liability/Prop Ins/	\$8,500.00	\$7,985.45	\$7,985.45	\$514.55	93.95%
Active	E 101-41500-413	Office Equipment/	\$1,500.00	\$85.94	\$61.48	\$1,414.06	5.73%
Active	E 101-41500-433	Membership/Due	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
Active	E 101-41500-437	Other Miscellaneous	\$15,000.00	\$345.78	\$27.99	\$14,654.22	2.31%
Active	E 101-41500-439	Other - TIF	\$2,500.00	\$984.17	\$0.00	\$1,515.83	39.37%
Active	E 101-41500-581	Historical Society	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
Active	E 101-41510-310	Contracted Servic	\$135,500.00	\$29,302.94	\$12,538.20	\$106,197.06	21.63%
Active	E 101-41550-310	Contracted Servic	\$27,000.00	(\$23,000.00)	\$0.00	\$50,000.00	-85.19%
Active	E 101-41600-304	Legal Fees	\$26,000.00	\$1,740.00	\$1,015.00	\$24,260.00	6.69%
Active	E 101-41600-351	Legal Notices Pu	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
Active	E 101-41600-353	Ordinance Public	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 101-41900-310	Contracted Servic	\$25,250.00	\$7,225.00	\$375.00	\$18,025.00	28.61%
Active	E 101-41900-361	Liability/Prop Ins/	\$4,000.00	\$3,992.75	\$3,992.75	\$7.25	99.82%
Active	E 101-41900-381	Utilities/Electric/G	\$3,500.00	\$299.66	\$275.35	\$3,200.34	8.56%
Active	E 101-41900-384	Refuse/Garbage	\$500.00	\$122.06	\$0.00	\$377.94	24.41%
Active	E 101-41900-437	Other Miscellaneous	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
Active	E 101-41910-310	Contracted Servic	\$45,000.00	\$1,534.00	\$782.50	\$43,466.00	3.41%
Active	E 101-41940-431	Flags/Banners/M	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.00%
Active	E 101-41940-432	Landscaping/Gar	\$70,000.00	\$0.00	\$0.00	\$70,000.00	0.00%
Active	E 101-42000-304	Legal Fees	\$12,000.00	\$2,000.00	\$1,000.00	\$10,000.00	16.67%
Active	E 101-42000-310	Contracted Servic	\$530,000.00	\$128,772.54	\$42,924.18	\$401,227.46	24.30%
Active	E 101-42000-312	Workhouse Exp	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42000-313	Booking Per Die	\$1,000.00	\$1,410.24	\$795.44	(\$410.24)	141.02%
Active	E 101-42000-321	Telephone and Mt	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 101-42000-324	Internet Service	\$1,000.00	\$298.62	\$0.00	\$701.38	29.86%
Active	E 101-42100-310	Contracted Servic	\$6,500.00	\$1,011.25	\$1,011.25	\$5,488.75	15.56%
Active	E 101-42260-310	Contracted Servic	\$180,250.00	\$49,484.00	\$0.00	\$130,766.00	27.45%
Active	E 101-42400-305	Plan Check Fees	\$15,000.00	\$1,037.72	\$608.72	\$13,962.28	6.92%
Active	E 101-42400-310	Contracted Servic	\$30,000.00	\$2,186.60	\$1,146.44	\$27,813.40	7.29%
Active	E 101-42800-310	Contracted Servic	\$20,000.00	\$0.00	\$0.00	\$20,000.00	0.00%
Active	E 101-42900-310	Contracted Servic	\$15,000.00	\$3,230.88	\$1,615.44	\$11,769.12	21.54%
Active	E 101-43100-303	Engineering Fees	\$5,000.00	\$309.00	\$0.00	\$4,691.00	6.18%
Active	E 101-43100-361	Liability/Prop Ins/	\$3,000.00	\$2,661.80	\$2,661.80	\$338.20	88.73%
Active	E 101-43100-381	Utilities/Electric/G	\$17,000.00	\$1,926.56	\$138.19	\$15,073.44	11.33%
Active	E 101-43100-399	Storm Damage	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43100-402	Repairs/Maint Str	\$57,000.00	\$0.00	\$0.00	\$57,000.00	0.00%
Active	E 101-43101-307	Snow Removal -	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

**CITY OF SPRING PARK**  
**\*Budget YTD Rev-Exp©**

**Current Period: March 2024**

			<b>2024</b>	<b>2024</b>	<b>March</b>	<b>2024</b>	<b>% of</b>
			<b>YTD Budget</b>	<b>YTD Amt</b>	<b>MTD Amt</b>	<b>YTD Balance</b>	<b>Budget</b>
Active	E 101-43101-309	Snow Plowing - S	\$40,000.00	\$0.00	\$0.00	\$40,000.00	0.00%
Active	E 101-43101-318	Street Salt-Sandi	\$25,000.00	\$0.00	\$0.00	\$25,000.00	0.00%
Active	E 101-43150-303	Engineering Fees	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
Active	E 101-43150-402	Repairs/Maint Str	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
Active	E 101-45180-310	Contracted Servc	\$11,000.00	\$0.00	\$0.00	\$11,000.00	0.00%
Active	E 101-45200-310	Contracted Servc	\$18,000.00	\$0.00	\$0.00	\$18,000.00	0.00%
Active	E 101-45200-361	Liability/Prop Ins/	\$1,500.00	\$1,330.90	\$1,330.90	\$169.10	88.73%
Active	E 101-45200-381	Utilities/Electric/G	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45200-384	Refuse/Garbage	\$5,000.00	\$122.06	\$0.00	\$4,877.94	2.44%
Active	E 101-46000-310	Contracted Servc	\$500.00	\$244.00	\$0.00	\$256.00	48.80%
Active	E 101-47500-601	Debt Srv Bond Pri	\$250,122.00	\$210,000.00	\$0.00	\$40,122.00	83.96%
Active	E 101-47500-611	Bond Interest	\$20,000.00	\$26,577.38	\$0.00	(\$6,577.38)	132.89%
Active	E 101-47500-612	Bond Premium A	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-47500-620	Fiscal Agent s Fe	\$1,000.00	\$950.00	\$0.00	\$50.00	95.00%
<b>Total Expenditure</b>			<u>(\$1,848,715.00)</u>	<u>(\$501,177.82)</u>	<u>(\$82,563.41)</u>	<u>(\$1,347,537.18)</u>	<u>27.11%</u>
<b>Total GENERAL FUND</b>			<u>(\$184,732.00)</u>	<u>(\$618,371.42)</u>	<u>(\$78,436.19)</u>	<u>\$433,639.42</u>	<u>334.74%</u>
<b>PUBLIC IMPROV REVOLVING FUND</b>							
<b>Revenues</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Expenditures</b>			\$0.00	\$279,054.36	\$0.00	-\$279,054.36	0.00%
<b>Gain/(Loss)</b>			\$0.00	<b>(\$279,054.36)</b>	\$0.00	\$279,054.36	0.00%
<b>Revenue</b>							
Active	R 201-33100	Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 201-36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 201-39108	Inter.Gov.Aid	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 201-39310	Proceeds-Gen Obligat	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Revenue</b>			<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>0.00%</u>
<b>Expenditure</b>							
Active	E 201-41900-520	City Hall Ramp Pr	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 201-41900-521	Records Presevat	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 201-41900-522	Sidewalk/ADA Pr	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 201-41900-527	City Hall Improve	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 201-41900-723	Playgrounds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 201-43100-227	Street Light Repai	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 201-43100-407	Seal Coating	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 201-43100-501	West Arm West F	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 201-43100-528	Road Pavement	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 201-43100-529	Black Lake Rd Fe	\$0.00	\$279,054.36	\$0.00	(\$279,054.36)	0.00%
Active	E 201-43100-724	Comprehensive P	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 201-43150-209	West Arm Road	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 201-43150-402	Repairs/Maint Str	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 201-43200-526	West Arm Road	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 201-43200-599	Water & Sewer In	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 201-43200-724	Comprehensive P	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 201-45200-518	Thor Thompson P	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 201-47500-590	Water Tower Impr	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 201-47500-613	Bond Issuance C	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 201-47500-620	Fiscal Agent s Fe	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 201-49999-720	Operating Transfe	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Expenditure</b>			<u>\$0.00</u>	<u>(\$279,054.36)</u>	<u>\$0.00</u>	<u>\$279,054.36</u>	<u>0.00%</u>

**CITY OF SPRING PARK**  
**\*Budget YTD Rev-Exp©**

Current Period: March 2024

			2024	2024	March	2024	% of
			YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
<b>Total PUBLIC IMPROV REVOLVING FUND</b>			\$0.00	(\$279,054.36)	\$0.00	\$279,054.36	0.00%
<b>HOUSING DEV PROJ FUND (TIF)</b>							
<b>Revenues</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Expenditures</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Gain/(Loss)</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Expenditure</b>							
Active	E 202-46500-301	Auditing Services	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 202-46500-304	Legal Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 202-46500-437	Other Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 202-49999-720	Operating Transfe	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Expenditure</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total HOUSING DEV PROJ FUND (TIF)</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>CAPITAL SPEC REV FUND</b>							
<b>Revenues</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Expenditures</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Gain/(Loss)</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Revenue</b>							
Active	R 203-36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Revenue</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Expenditure</b>							
Active	E 203-43200-515	Sunset Drive Impr	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 203-46500-301	Auditing Services	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 203-46500-304	Legal Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 203-46500-437	Other Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 203-49999-720	Operating Transfe	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Expenditure</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total CAPITAL SPEC REV FUND</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>TIF LAKEVIEW LOFTS</b>							
<b>Revenues</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Expenditures</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Gain/(Loss)</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Revenue</b>							
Active	R 204-36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Revenue</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Expenditure</b>							
Active	E 204-46500-439	Other - TIF	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 204-49999-720	Operating Transfe	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Expenditure</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total TIF LAKEVIEW LOFTS</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>TIF PRESBYTERIAN HOMES</b>							
<b>Revenues</b>			\$87,453.00	\$0.00	\$0.00	\$87,453.00	0.00%
<b>Expenditures</b>			\$0.00	-\$143,813.24	\$0.00	\$143,813.24	0.00%
<b>Gain/(Loss)</b>			\$87,453.00	\$143,813.24	\$0.00	(\$56,360.24)	164.45%
<b>Revenue</b>							
Active	R 205-31050	Tax Increments	\$87,453.00	\$0.00	\$0.00	\$87,453.00	0.00%
Active	R 205-36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

**CITY OF SPRING PARK**  
**\*Budget YTD Rev-Exp©**

Current Period: March 2024

			2024	2024	March	2024	% of
			YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
<b>Total Revenue</b>			\$87,453.00	\$0.00	\$0.00	\$87,453.00	0.00%
<b>Expenditure</b>							
Active	E 205-46500-437	Other Miscellaneous	\$0.00	(\$73,336.38)	\$0.00	\$73,336.38	0.00%
Active	E 205-46500-439	Other - TIF	\$0.00	(\$70,476.86)	\$0.00	\$70,476.86	0.00%
<b>Total Expenditure</b>			\$0.00	\$143,813.24	\$0.00	(\$143,813.24)	0.00%
<b>Total TIF PRESBYTERIAN HOMES</b>			\$87,453.00	\$143,813.24	\$0.00	(\$56,360.24)	164.45%
<b>TIF DEBT SERVICE</b>							
<b>Revenues</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Expenditures</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Gain/(Loss)</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Revenue</b>							
Active	R 301-36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Revenue</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Expenditure</b>							
Active	E 301-47500-437	Other Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 301-47500-601	Debt Srv Bond Pri	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 301-47500-611	Bond Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 301-47500-620	Fiscal Agent s Fe	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Expenditure</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total TIF DEBT SERVICE</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>2010A GO BONDS</b>							
<b>Revenues</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Expenditures</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Gain/(Loss)</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Revenue</b>							
Active	R 302-31010	Current Ad Valorem T	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 302-36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Revenue</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Expenditure</b>							
Active	E 302-47500-601	Debt Srv Bond Pri	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 302-47500-611	Bond Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 302-47500-620	Fiscal Agent s Fe	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Expenditure</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total 2010A GO BONDS</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>2015 GO BONDS</b>							
<b>Revenues</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Expenditures</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Gain/(Loss)</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Revenue</b>							
Active	R 303-31010	Current Ad Valorem T	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 303-36100	Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 303-36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Revenue</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Expenditure</b>							
Active	E 303-47500-601	Debt Srv Bond Pri	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 303-47500-611	Bond Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Expenditure</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%

**CITY OF SPRING PARK**  
**\*Budget YTD Rev-Exp©**

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Current Period: March 2024

			2024	2024	March	2024	% of
			YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
<b>Total 2015 GO BONDS</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>2022 GO BOND</b>							
Revenues			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditures			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Gain/(Loss)</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Revenue</b>							
Active	R 304-31010	Current Ad Valorem T	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Revenue</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Expenditure</b>							
Active	E 304-47500-601	Debt Srv Bond Pri	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 304-47500-611	Bond Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Expenditure</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total 2022 GO BOND</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>CHANNEL ROAD</b>							
Revenues			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditures			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Gain/(Loss)</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Expenditure</b>							
Active	E 401-49999-720	Operating Transfe	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Expenditure</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total CHANNEL ROAD</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>KINGS RD/WARREN DRAINAGE IMPRV</b>							
Revenues			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditures			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Gain/(Loss)</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Revenue</b>							
On Hold	R 402-36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Revenue</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total KINGS RD/WARREN DRAINAGE IMPRV</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>WATER FUND</b>							
Revenues			\$0.00	\$123,553.68	\$0.00	-\$123,553.68	0.00%
Expenditures			\$406,388.00	\$180,371.76	\$12,241.34	\$226,016.24	44.38%
<b>Gain/(Loss)</b>			(\$406,388.00)	(\$56,818.08)	(\$12,241.34)	(\$349,569.92)	13.98%
<b>Revenue</b>							
Active	R 601-33100	Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-33439	PERA Pension Reven	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-37100	Water Sales	\$0.00	\$91,695.88	\$0.00	(\$91,695.88)	0.00%
Active	R 601-37150	Meter Deposit & Perm	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-37151	Connect/Reconnect F	\$0.00	\$90.00	\$0.00	(\$90.00)	0.00%
Active	R 601-37160	Water Penalty	\$0.00	\$2,228.13	\$0.00	(\$2,228.13)	0.00%
Active	R 601-39100	Testing Fees	\$0.00	\$2,284.01	\$0.00	(\$2,284.01)	0.00%
Active	R 601-39104	Other Revenue	\$0.00	\$27,255.66	\$0.00	(\$27,255.66)	0.00%
Active	R 601-39311	Trsfr from Water Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Revenue</b>			\$0.00	\$123,553.68	\$0.00	(\$123,553.68)	0.00%
<b>Expenditure</b>							

**CITY OF SPRING PARK**  
**\*Budget YTD Rev-Exp©**

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**Current Period: March 2024**

			<b>2024</b>	<b>2024</b>	<b>March</b>	<b>2024</b>	<b>% of</b>
			<b>YTD Budget</b>	<b>YTD Amt</b>	<b>MTD Amt</b>	<b>YTD Balance</b>	<b>Budget</b>
Active	E 601-47500-601	Debt Srv Bond Pri	\$74,713.00	\$70,000.00	\$0.00	\$4,713.00	93.69%
Active	E 601-47500-611	Bond Interest	\$13,000.00	\$8,859.13	\$0.00	\$4,140.87	68.15%
Active	E 601-47500-612	Bond Premium A	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-47500-613	Bond Issuance C	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-47500-620	Fiscal Agent s Fe	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49400-101	Administrator	\$33,075.00	\$2,390.25	\$0.00	\$30,684.75	7.23%
Active	E 601-49400-102	Clerk	\$30,940.00	\$3,316.19	\$0.00	\$27,623.81	10.72%
Active	E 601-49400-103	People Service/O	\$42,000.00	\$12,239.66	\$2,686.75	\$29,760.34	29.14%
Active	E 601-49400-107	Office Assistant	\$19,910.00	\$2,866.16	\$0.00	\$17,043.84	14.40%
Active	E 601-49400-121	PERA/FICA/Hosp	\$26,000.00	\$6,457.14	\$516.06	\$19,542.86	24.84%
Active	E 601-49400-129	Pension Expense	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49400-200	Office Supplies	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 601-49400-201	Meters & Supplie	\$4,000.00	\$85.97	\$85.97	\$3,914.03	2.15%
Active	E 601-49400-206	GIS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49400-207	Computer Suppor	\$2,000.00	\$197.41	\$17.67	\$1,802.59	9.87%
Active	E 601-49400-215	Shop Supplies	\$7,500.00	\$71.02	\$0.00	\$7,428.98	0.95%
Active	E 601-49400-216	Chemicals and C	\$4,000.00	\$627.40	\$0.00	\$3,372.60	15.69%
Active	E 601-49400-220	Repair/Maint Sup	\$5,000.00	\$5,315.00	\$0.00	(\$315.00)	106.30%
Active	E 601-49400-299	Admin Expenses	\$500.00	\$1,274.20	\$0.00	(\$774.20)	254.84%
Active	E 601-49400-301	Auditing Services	\$7,500.00	\$6,333.33	\$0.00	\$1,166.67	84.44%
Active	E 601-49400-302	Accounting Servic	\$4,500.00	\$0.00	\$0.00	\$4,500.00	0.00%
Active	E 601-49400-303	Engineering Fees	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
Active	E 601-49400-306	Testing Fees	\$5,000.00	\$979.00	\$927.00	\$4,021.00	19.58%
Active	E 601-49400-310	Contracted Servic	\$5,000.00	\$6,621.14	\$1,510.37	(\$1,621.14)	132.42%
Active	E 601-49400-321	Telephone and Mt	\$1,000.00	\$251.88	\$83.96	\$748.12	25.19%
Active	E 601-49400-322	Postage & Meter	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 601-49400-323	Web Host	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
Active	E 601-49400-324	Internet Service	\$1,000.00	\$298.63	\$0.00	\$701.37	29.86%
Active	E 601-49400-330	IT Technology Su	\$4,000.00	\$473.34	\$0.00	\$3,526.66	11.83%
Active	E 601-49400-350	Print/Binding	\$0.00	\$207.75	\$0.00	(\$207.75)	0.00%
Active	E 601-49400-361	Liability/Prop Ins/	\$5,500.00	\$5,855.90	\$5,855.90	(\$355.90)	106.47%
Active	E 601-49400-381	Utilities/Electric/G	\$33,000.00	\$528.12	\$496.18	\$32,471.88	1.60%
Active	E 601-49400-400	Repairs/Maint Ge	\$11,000.00	\$26,861.79	\$0.00	(\$15,861.79)	244.20%
Active	E 601-49400-405	Depreciation	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49400-410	Facility Lease	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49400-411	Repairs / Breaks	\$60,000.00	\$17,755.42	\$0.00	\$42,244.58	29.59%
Active	E 601-49400-413	Office Equipment/	\$1,500.00	\$85.93	\$61.48	\$1,414.07	5.73%
Active	E 601-49400-433	Membership/Due	\$500.00	\$420.00	\$0.00	\$80.00	84.00%
Active	E 601-49400-437	Other Miscellaneo	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Expenditure</b>			<b>(\$406,388.00)</b>	<b>(\$180,371.76)</b>	<b>(\$12,241.34)</b>	<b>(\$226,016.24)</b>	<b>44.38%</b>
<b>Total WATER FUND</b>			<b>(\$406,388.00)</b>	<b>(\$56,818.08)</b>	<b>(\$12,241.34)</b>	<b>(\$349,569.92)</b>	<b>13.98%</b>
<b>SEWER FUND</b>							
<b>Revenues</b>			<b>\$0.00</b>	<b>\$125,259.07</b>	<b>\$0.00</b>	<b>-\$125,259.07</b>	<b>0.00%</b>
<b>Expenditures</b>			<b>\$694,329.30</b>	<b>\$209,411.90</b>	<b>\$33,316.08</b>	<b>\$484,917.40</b>	<b>30.16%</b>
<b>Gain/(Loss)</b>			<b>(\$694,329.30)</b>	<b>(\$84,152.83)</b>	<b>(\$33,316.08)</b>	<b>(\$610,176.47)</b>	<b>12.12%</b>
<b>Revenue</b>							
Active	R 602-33100	Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 602-33439	PERA Pension Reven	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 602-36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

**CITY OF SPRING PARK**  
**\*Budget YTD Rev-Exp©**

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**Current Period: March 2024**

			<b>2024</b>	<b>2024</b>	<b>March</b>	<b>2024</b>	<b>% of</b>
			<b>YTD Budget</b>	<b>YTD Amt</b>	<b>MTD Amt</b>	<b>YTD Balance</b>	<b>Budget</b>
Active	R 602-37200	Sewer Sales	\$0.00	\$122,358.74	\$0.00	(\$122,358.74)	0.00%
Active	R 602-37260	Swr Penalty	\$0.00	\$2,900.33	\$0.00	(\$2,900.33)	0.00%
Active	R 602-39104	Other Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 602-39312	Trsfr from Sewer Fun	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Revenue</b>			<b>\$0.00</b>	<b>\$125,259.07</b>	<b>\$0.00</b>	<b>(\$125,259.07)</b>	<b>0.00%</b>
<b>Expenditure</b>							
Active	E 602-47500-601	Debt Srv Bond Pri	\$74,713.30	\$70,000.00	\$0.00	\$4,713.30	93.69%
Active	E 602-47500-611	Bond Interest	\$13,000.00	\$8,859.13	\$0.00	\$4,140.87	68.15%
Active	E 602-47500-612	Bond Premium A	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-47500-613	Bond Issuance C	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49450-101	Administrator	\$33,075.00	\$2,390.25	\$0.00	\$30,684.75	7.23%
Active	E 602-49450-102	Clerk	\$30,940.00	\$3,316.19	\$0.00	\$27,623.81	10.72%
Active	E 602-49450-103	People Service/O	\$42,000.00	\$12,239.65	\$2,686.75	\$29,760.35	29.14%
Active	E 602-49450-107	Office Assistant	\$21,151.00	\$2,866.16	\$0.00	\$18,284.84	13.55%
Active	E 602-49450-121	PERA/FICA/Hosp	\$26,000.00	\$6,457.06	\$516.05	\$19,542.94	24.83%
Active	E 602-49450-129	Pension Expense	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49450-200	Office Supplies	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 602-49450-206	GIS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49450-207	Computer Suppor	\$1,500.00	\$197.40	\$17.66	\$1,302.60	13.16%
Active	E 602-49450-215	Shop Supplies	\$7,500.00	\$0.00	\$0.00	\$7,500.00	0.00%
Active	E 602-49450-220	Repair/Maint Sup	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
Active	E 602-49450-301	Auditing Services	\$8,000.00	\$6,333.33	\$0.00	\$1,666.67	79.17%
Active	E 602-49450-302	Accounting Servic	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
Active	E 602-49450-303	Engineering Fees	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
Active	E 602-49450-310	Contracted Servic	\$2,500.00	\$1,774.41	\$1,510.38	\$725.59	70.98%
Active	E 602-49450-321	Telephone and Mt	\$1,000.00	\$251.88	\$83.96	\$748.12	25.19%
Active	E 602-49450-322	Postage & Meter	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 602-49450-323	Web Host	\$350.00	\$0.00	\$0.00	\$350.00	0.00%
Active	E 602-49450-324	Internet Service	\$1,000.00	\$298.63	\$0.00	\$701.37	29.86%
Active	E 602-49450-327	MCES Sewer Ser	\$270,000.00	\$84,743.48	\$21,068.56	\$185,256.52	31.39%
Active	E 602-49450-330	IT Technology Su	\$10,000.00	\$473.32	\$0.00	\$9,526.68	4.73%
Active	E 602-49450-350	Print/Binding	\$250.00	\$207.75	\$0.00	\$42.25	83.10%
Active	E 602-49450-361	Liability/Prop Ins/	\$4,500.00	\$4,791.20	\$4,791.20	(\$291.20)	106.47%
Active	E 602-49450-381	Utilities/Electric/G	\$15,000.00	\$1,641.13	\$95.04	\$13,358.87	10.94%
Active	E 602-49450-400	Repairs/Maint Ge	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 602-49450-403	Cleaning-Televisi	\$20,000.00	\$0.00	\$0.00	\$20,000.00	0.00%
Active	E 602-49450-404	Repairs/Existing	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 602-49450-405	Depreciation	\$75,000.00	\$0.00	\$0.00	\$75,000.00	0.00%
Active	E 602-49450-410	Facility Lease	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
Active	E 602-49450-411	Repairs / Breaks	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
Active	E 602-49450-413	Office Equipment/	\$600.00	\$85.93	\$61.48	\$514.07	14.32%
Active	E 602-49450-433	Membership/Due	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49450-437	Other Miscellaneo	\$20,000.00	\$2,485.00	\$2,485.00	\$17,515.00	12.43%
Active	E 602-49450-491	LS Repair/Maint	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49450-492	LS Repair/Maint	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49450-493	LS Repair/Maint	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49450-494	LS Repair/Maint	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49450-495	LS Repair/Maint	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49450-496	LS Repair/Maint	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49450-497	LS Repair/Maint	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

**CITY OF SPRING PARK**  
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Current Period: March 2024

			2024	2024	March	2024	% of
			YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
<b>Total Expenditure</b>			(\$694,329.30)	(\$209,411.90)	(\$33,316.08)	(\$484,917.40)	30.16%
<b>Total SEWER FUND</b>			(\$694,329.30)	(\$84,152.83)	(\$33,316.08)	(\$610,176.47)	12.12%
<b>CONVERSION FUND</b>							
<b>Revenues</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Expenditures</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Gain/(Loss)</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Revenue</b>							
Active	R 999-31010	Current Ad Valorem T	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 999-33439	PERA Pension Reven	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 999-39310	Proceeds-Gen Obligat	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Revenue</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Expenditure</b>							
Active	E 999-49999-100	Wage	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 999-49999-129	Pension Expense	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 999-49999-405	Depreciation	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 999-49999-500	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 999-49999-601	Debt Srv Bond Pri	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 999-49999-611	Bond Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 999-49999-612	Bond Premium A	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Expenditure</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total CONVERSION FUND</b>			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Report Total</b>			(\$1,197,996.30)	(\$894,583.45)	(\$123,993.61)	(\$303,412.85)	74.67%

**CITY OF SPRING PARK  
SPRING PARK, MINNESOTA**

**RESOLUTION #24-09  
DECLARING VACANCY FOR THE OFFICE OF THE MAYOR**

**WHEREAS**, the City of Spring Park City Council is declaring a vacancy for the Office of the Mayor due to the passing of Mayor Jerome P. “Jerry” Rockvam effective March 17, 2024.

**NOW THEREFORE BE IT RESOLVED** by the City Council of the City of Spring Park, County of Hennepin, State of Minnesota that the City Council declared that a vacancy exists in the office of the mayor effective March 17, 2024.

**WHEREON** this 25<sup>th</sup> day of March, 2024, the Acting Mayor declared said Resolution passed and adopted.

**CITY OF SPRING PARK**

Approved:

---

Jeff Hoffman, Acting Mayor

Attest:

---

Jamie Hoffman, City Clerk



## MEMORANDUM

---

To: Acting Mayor Hoffman and Members of the City Council  
From: Mike Anderson, City Administrator  
Date: March 25, 2024  
Subject: Vacancy in the Office of Mayor

Jerome P. “Jerry” Rockvam, Mayor, passed away on Sunday, March 17, 2024. Immediately following, Council Member Hoffman became Acting Mayor pursuant to the appointments the City Council made at its annual meeting.

State law allows the City Council to appoint an individual to fill the vacancy. Since there is less than 2 years remaining in the unexpired term, the City does not need to hold a special election and the appointed person can serve out the remainder of the unexpired term which will permanently be filled at the next City election on November 5, 2024.

Resolution #24-09 declares a vacancy in the Office of the Mayor. If a City Council Member is appointed to serve as Mayor, Resolution #24-10 would make that appointment.

The appointment of a Council Member to Mayor would leave a City Council Member vacancy as the offices of Mayor and Council Member are incompatible offices. Resolution #24-11 would declare that vacancy and allow staff and Council to begin the process to fill that vacancy. The process options are:

1. Appoint a Council Member based on Council recommendations.
2. Authorize staff to solicit applications from residents in the community and select candidates to interview.

City Hall & City Website will have the application ready of Council goes with option #2. Council can appoint tonight if they come to a consensus and the appointee accepts.

If you have any questions, please don't hesitate to contact me at 952-999-7493.

**CITY OF SPRING PARK  
SPRING PARK, MINNESOTA**

**RESOLUTION #24-10  
APPOINTING A MAYOR TO FILL UNEXPIRED PORTION OF TERM**

**WHEREAS**, a vacancy in the office of the Mayor occurred on March 17, 2024; and

**WHEREAS**, pursuant to Minnesota Statute 412.02, subd. 2a, a vacancy in an office shall be filled by council appointment until an election is held provided by State law.

**NOW THEREFORE BE IT RESOLVED** by the City Council of the City of Spring Park, County of Hennepin, State of Minnesota that the City Council hereby appoints \_\_\_\_\_ to fill the vacancy in the office of Mayor until the regular city election on November 5, 2024.

**ADOPTED** by the City Council of the City of Spring Park this 25th day of March 2024.

**CITY OF SPRING PARK**

Approved:

\_\_\_\_\_  
Jeff Hoffman, Acting Mayor

Attest:

\_\_\_\_\_  
Jamie Hoffman, City Clerk

**CITY OF SPRING PARK  
SPRING PARK, MINNESOTA**

**RESOLUTION #24-11  
DECLARING A VACANCY FOR THE OFFICE OF COUNCIL MEMBER**

**WHEREAS**, the Spring Park City Council declared a vacancy in the office of the Mayor that occurred on March 17, 2024; and

**WHEREAS**, the City Council appointed \_\_\_\_\_ to serve for the remainder of the unexpired term; and

**WHEREAS**, upon \_\_\_\_\_'s acceptance of the office of Mayor, a vacancy occurs for the office of Council Member.

**NOW THEREFORE, BE IT RESOLVED** by the City Council of the City of Spring Park, county of Hennepin, state of Minnesota, that:

1. The City Council declares that a vacancy exists in the office of Council Member effective March 25, 2024.
2. The City Council directs the Administrator to begin a recruitment process to fill the vacant Council Member position.

**ADOPTED** by the City Council of the City of Spring Park on this 25th day of March 2024.

**CITY OF SPRING PARK**

Approved:

\_\_\_\_\_  
Jeff Hoffman, Acting Mayor

Attest:

\_\_\_\_\_  
Jamie Hoffman, City Clerk

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# Memorandum

Date: March 14, 2024  
Prepared By: John W Morast, PE  
Project: City of Spring Park, MN  
2024 Street Improvement Project  
Contractor: Bituminous Roadways  
Subject: Addition of Sidewalk and Curb and Gutter to Project Discussions

The City Council expressed interest in adding curb, gutter and sidewalk to the 2024 Streets Project. The contractor, Bituminous Roadways, provided a graphic showing potential additional locations of curb and gutter in certain areas. The contractor suggested if additional sidewalk and curb and gutter were to be installed, the Engineer should provide an additional review. Moore Engineering reviewed the sketch provided, identified some conflict and issue areas, and developed preliminary costs for designing and constructing various locations of sidewalk and curb & gutter.

While the addition of sidewalks and curb & gutter would be a benefit to the area, a more complete picture was needed to ensure all issues and associated costs can be developed. To further research the roadway, factually identify issues and conflicts, and further refine costs estimated, we suggested and performed a topographical survey of the 2024 Street Improvement areas along Interlochen Rd, Warren Ave. and Kings Rd. The survey confirmed conflicts and issue areas, as well as further identified potential low spots and additional drainage issues.

The survey was completed in February 2024 and a preliminary centerline profile was developed to help identify any issues associated with the addition of sidewalks and curb & gutter. In addition, the Interlachen Rd./Warren Ave. intersection has a variety of ROW issues, including a ROW vacation that appears to have occurred late in 1968 and parking within ROW.

According to the survey, conflicts and issues include:

**UTILITIES** - Utilities were located and surveyed, with some issues identified.

1. Two utility poles and riser boxes within ROW along the western side of Interlachen Rd. which would need to be accommodated for or relocated for a sidewalk and/or curb and gutter.
2. A utility vault on the east side of Kings Rd, just north of Patties Ln. that would need to be accommodated for, adjusted or relocated.
3. The fire hydrant at the intersection of Warren Ave. and Kings Rd. would likely have to be relocated to accommodate a sidewalk.

**DRAINAGE** – The survey identified some breaks in the existing grade and low spots that would need to be addressed with either pavement elevation corrections or additional drainage structures.

1. Just north of the Interlachen Rd/Shoreline Dr intersection the slope would need to be addressed to ensure positive drainage into the existing drainage catch basins at the corner.
2. A grade break and low spot was identified at approx. station 1+00 (just north of the entrance to the NAPA) that would have to be addressed for drainage to ensure no ponding occurs.
3. Another grade break/low spot was identified around station 2+00 (at the north edge of the garage entrances to the NAPA). A storm catch basin exists in the driveway and needs to be identified as a public or a private system for drainage. The road would need to drain to that catch basin, or another public catch basin installed for road drainage.
4. A third grade break/low spot was identified at the curve at Warren Ave. (at approximately the pavement joint location). No existing storm catch basins are apparent so additional catch basins and drainage system would need to be installed to accommodate drainage runoff at the intersection.
5. The area by the City Hall driveway and the utility box is very flat and shows indications of standing water. Pavement in this area should be adjusted to help ensure more positive drainage.
6. Also – with the addition of sidewalk as an impervious surface, we would need to coordinate with the watershed district to comply with any of their requirements as well.

**RIGHT OF WAY** – While a sidewalk had not been designed yet, several areas have been identified where additional ROW or a ROW easement will most likely be needed.

1. The eastern section of Warren Ave. appears to have been vacated to the adjacent eastern property owner in November 1968. Some additional research in City records (easement books, Council proceedings, etc.) should take place to confirm the vacation and verify if any ROW easements were reserved for utilities, roads, access, etc..
2. The south-east corner of the Kings Rd. and Warren Ave. intersection would need some additional ROW to accommodate a sidewalk and most likely a construction easement to accommodate any grading that would be necessary due to the yard slopes, or potentially a small retaining wall to help protect the tree and/or the fire hydrant.
3. The northwest corner of Shoreline Dr. and Kings Rd is another pinch point for ROW. Additional ROW would need to be acquired along the west side of Kings Rd. to accommodate a sidewalk.
4. An existing retaining wall exists on the east side of Kings Rd within the existing ROW. If sidewalk were to be installed along the east side of Kings Rd. the existing retaining wall would be in conflict and would need to be relocated and reconstructed.

Following the survey, project costs were reevaluated to reflect existing conditions and costs more accurately.

**Interlachen Road**

Estimated costs for:

- Curb and Guter - \$54,520
- Sidewalk - \$65,785

Pros	Cons	Notes
<ul style="list-style-type: none"> <li>- Consolidate water to flow in the valley gutter rather than a low point in the bituminous.</li> <li>- Looks like the pavement is deteriorating at the existing bituminous valley gutter, this may be due to the amount of water sitting in there.</li> <li>-A valley gutter would delineate the road from the parking lot.</li> </ul>	<ul style="list-style-type: none"> <li>- Cost</li> <li>- A new storm sewer would need to be added for this Valley Gutter</li> <li>- There would be negative impacts to parking for the businesses if a sidewalk is installed on Interlachen.</li> </ul>	<ul style="list-style-type: none"> <li>- Assume we will be able to use existing storm sewer and would not have to add any additional CB's would be able to figure out once survey is completed.</li> <li>- Additional storm drainage would be extra.</li> </ul>

**Warren Avenue**

Estimated costs for:

- Curb and Gutter - \$ 49,845
- Sidewalk - \$105,865

Pros	Cons	Notes
<ul style="list-style-type: none"> <li>- Consolidate water to flow in the gutter pan rather than edge of bituminous.</li> <li>- Looks to be ponding on the north side of the road. If there is enough grade the curb and gutter will be able to alleviate the ponding.</li> <li>- The addition of sidewalk will increase walkability for the entire block that City Hall is located on.</li> </ul>	<ul style="list-style-type: none"> <li>- Cost</li> <li>- A retaining wall at Kings and Warren will be required for the ADA ramp due to the steep hill.</li> <li>- There is potential to impact the in-place retaining wall at the City Hall Entrance</li> <li>-Would have to relocate the hydrant at Kings and Warren to install an ADA ramp at the intersection.</li> </ul>	<ul style="list-style-type: none"> <li>- Assume we will be able to use existing storm sewer and would not have to add any additional CB's would be able to figure out once survey is completed.</li> </ul>

**Kings Road**

Estimated costs for:

- Curb and Gutter - \$ 46,194
- Sidewalk - \$ 64,430

Pros	Cons	Notes
<ul style="list-style-type: none"> <li>- Consolidate water to flow in the gutter pan rather than edge of bituminous.</li> <li>- Replace the deteriorating bituminous curb.</li> <li>- The installation of sidewalk along Kings would connect City Hall to Shoreline Dr.</li> <li>- After preliminary review it looks like the drainage on Kings will work without the addition of storm sewer.</li> </ul>	<ul style="list-style-type: none"> <li>- Cost</li> <li>- Will have to do grading work behind curb. Some damaged curb sections would need to be replaced</li> <li>- There will be impacts to the retaining wall at the corner of Kings and Shoreline if the sidewalk gets installed on the East side of the road.</li> <li>- There is a utility vault that will have to get relocated if the sidewalk gets installed on the East side of the road.</li> </ul>	<ul style="list-style-type: none"> <li>- Quote is based on the walk going on the east side of the road. It is possible that the walk may work better to get installed on the west side of the road.</li> </ul>

**City Hall Parking Lot**

Estimated costs for:

- Curb and Gutter - \$ 16,355

Pros	Cons	Notes
<ul style="list-style-type: none"> <li>- Consolidate water to flow in the gutter pan rather than edge of bituminous.</li> </ul>	<ul style="list-style-type: none"> <li>- Cost</li> <li>- Will have to do grading work behind curb. The existing bituminous curb does not appear to be 6" tall.</li> </ul>	

**APPROXIMATE TOTAL COSTS FOR ALL CONSTRUCTION - \$403,000**

Due to the nature of the improvements, issues and conflicts that need to be addressed, engineering design and plans would be recommended. The first step, topographical survey, has been completed the attached preliminary centerline profile have been prepared. The next phase would be engineering design efforts. The total design efforts for all improvements would be approximately in the \$45,000 range. Design efforts for the curb and gutter would be approximately in the \$25,000-\$30,000 range.

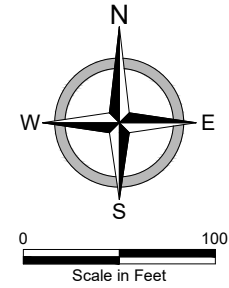
**APPROXIMATE TOTAL COSTS FOR ALL DESIGN EFFORTS - \$45,000**

Estimates above do not include project inspection or construction survey, if needed.

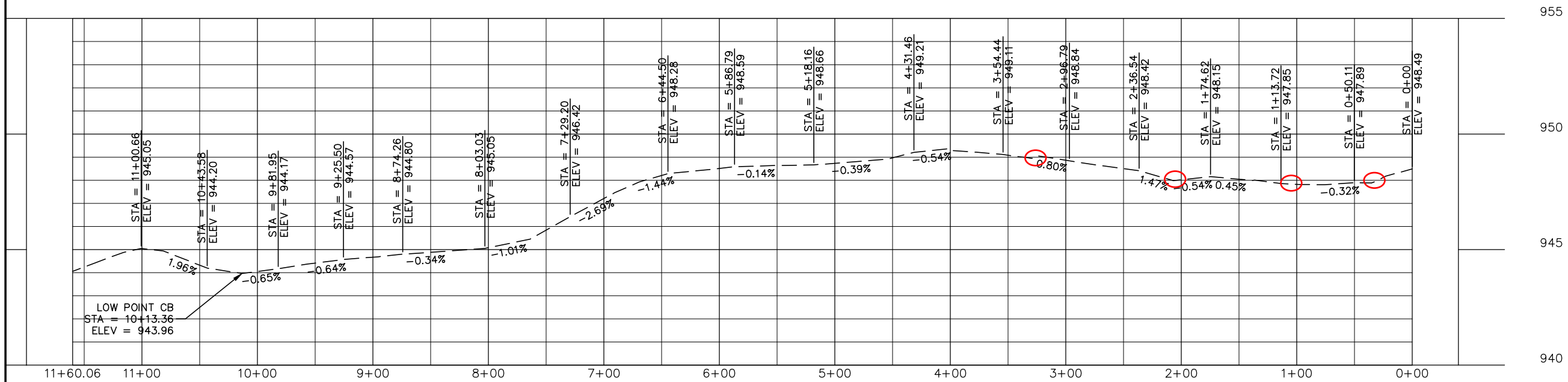


I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

DATE: --- LIC. NO. ---

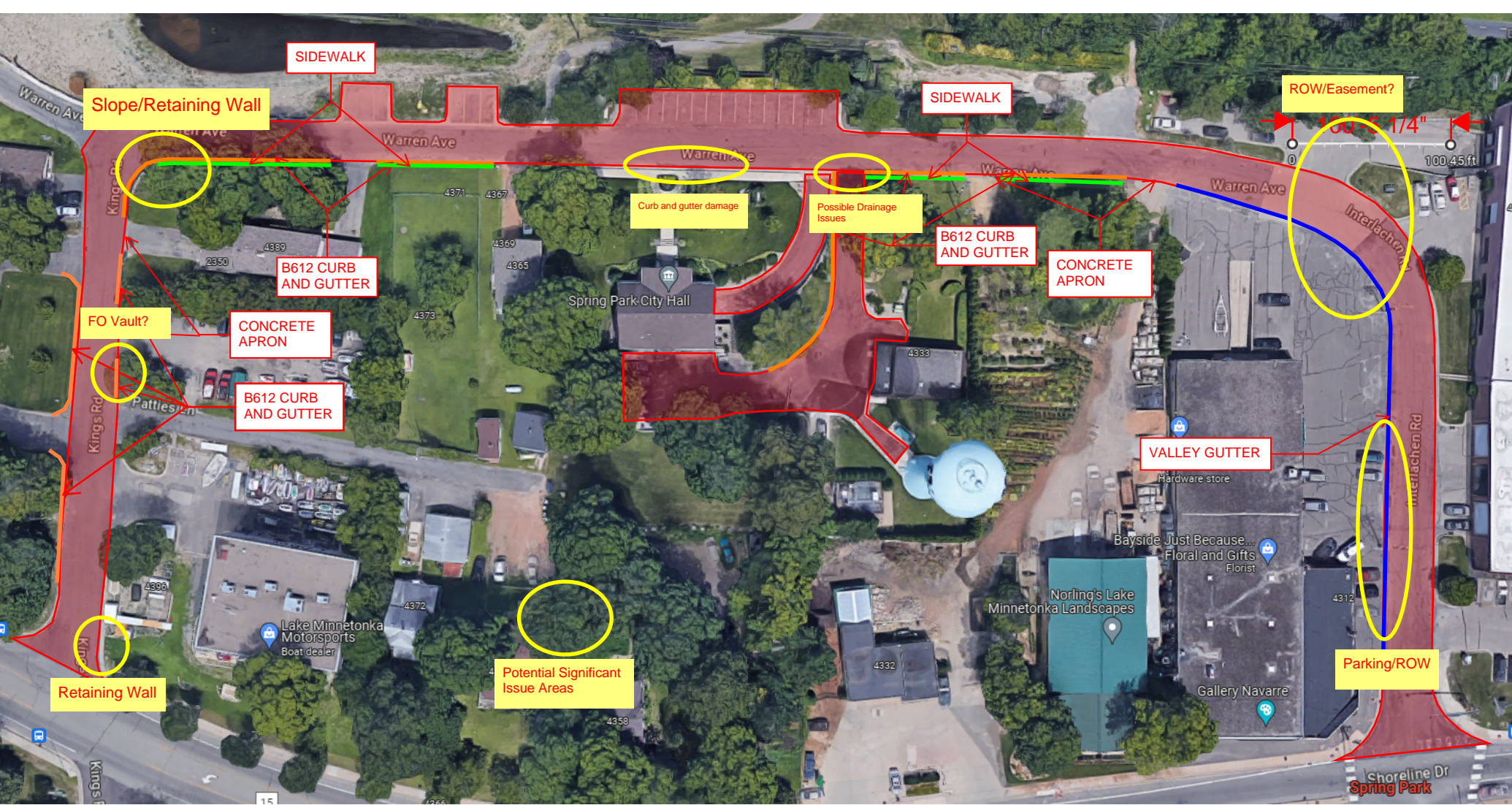


**Alignment: INTERLACHEN & WARREN**  
**STA 0+00 to 11+60.06**  
**20 Vertical Units = 1'**  
**Dwg Scale: 1" = 100'**



GENERAL  
 SHEET SET-PROJECT NAME  
 SHEET SET-PROJECT DESCRIPTION  
 SHEET SET-PROJECT LOCATION  
**DELETE - 11X17 STANDARD PLAN**

DATE:	---
REV DATE:	---
REV NUM:	---
RECORD:	---
PROJECT No.:	---
MANAGER:	---
DESIGNER:	---
DRAFTER:	---
REVIEWER:	---



SIDEWALK

Slope/Retaining Wall

SIDEWALK

ROW/Easement?

100' ± 1/4"

100.45ft

Curb and gutter damage

Possible Drainage Issues

B612 CURB AND GUTTER

CONCRETE APRON

B612 CURB AND GUTTER

CONCRETE APRON

FO Vault?

B612 CURB AND GUTTER

VALLEY GUTTER

Parking/ROW

Retaining Wall

Potential Significant Issue Areas

