



CITY OF SPRING PARK
CITY COUNCIL AGENDA
JANUARY 3, 2023 – 6:30 PM
SPRING PARK CITY HALL

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
- 2B. OATH OF OFFICE (Horton, Sippel, Rockvam)
3. APPROVAL OF AGENDA
4. PUBLIC COMMENT
5. REQUESTS & PRESENTATIONS
 - a. Introduction of City Attorney Joseph Murphy (CCS)
6. CONSENT AGENDA
 - a. Approve Regular City Council Meeting & Work Session Minutes from December 19, 2022
 - b. Approve January 3, 2023 - Claims for Payment
 - c. Approve Business and Message License Renewal for Skingevity Spa
 - d. Resolution #23-06: Naming Official Newspaper
 - e. Resolution #23-10: Electronic Funds Transfer
 - f. Resolution #23-11: Designating Annual Polling Places
7. ACTION AGENDA
 - a. Accepting the 16 day extension for The Yacht Club CUPs
8. REPORTS
 - a. Mayor & Council
 - b. Staff
9. ANNOUNCEMENTS/MISCELLANEOUS (INFORMATION ONLY)
 - a. January 11, 2023 - Planning Commission Meeting/Public Hearing – 6:00PM
 - b. January 17, 2023 - City Council Regular Meeting – 6:30PM
 - c. January 17, 2023 - City Council Work Session – 5:30PM
 - d. February 6, 2023 - City Council Regular Meeting – 6:30PM
10. ADJOURNMENT

* The Consent Agenda lists those items of business which are considered to be routine, recommended for approval, and/or which 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, with the exception of referral to staff for future report.



CITY OF SPRING PARK
CITY COUNCIL MINUTES
DECEMBER 19, 2022 – 7:00 PM
SPRING PARK CITY HALL

1. CALL TO ORDER

The meeting was called to order at 7:00p.m. Council Member's Chase, Hughes, Hoffman, & Horton were present. Staff Present: City Administrator Anderson

2. PLEDGE OF ALLEGIANCE

Mayor Rockvam led the audience in the Pledge of Allegiance.

3. ADOPT MEETING AGENDA

Mayor Rockvam made a motion, being seconded by Council Member Hoffman, to adopt the meeting agenda as amended noting the changes under agenda item 7a. On vote being taken, the motion was unanimously approved.

4. ADOPT CONSENT AGENDA*

Council Member Chase motioned, being seconded by Council Member Hoffman to:

- a. Approve Regular City Council Meeting Minutes from December 5, 2022
- b. Approve December 19, 2022 - Claims for Payment

On vote being taken, the motion was unanimously approved.

5. PUBLIC FORUM**

A tenant at The Yacht Club asked for clarification regarding next steps for the conditional use permit applications, had questions regarding the public hearing process, and requested a response to the letters submitted from their attorneys. Council clarified and directed City Administrator Anderson to direct our attorneys to respond. Council also requested the City Administrator utilize our newly contracted attorneys since the project will spill over into 2023.

Another tenant from The Yacht Club stood up and introduced himself and shared his thoughts on The Yacht Club development project. He has 6 years left on his lease at this location and is concerned about the construction noise and hotel that will be in the building.

6. PRESENTATIONS & GUEST SPEAKERS – none

7. PUBLIC HEARINGS

- a. Set Public Hearing Date for Conditional Use Permits of the Yacht Club: January 3, 2023

Council Member Chase made a motion, being seconded by Council Member Hoffman, to change agenda item 7a. to a request for the Planning Commission to reopen the public hearing for The Yacht Club and schedule for January 11, 2023. On vote being taken, the motion was unanimously approved.

Council Member Chase motioned, being seconded by Council Member Hoffman, to allow city staff to accept the written notice from the applicant to extend the review process for the conditional use permit applications for additional 60 days. On vote being taken, the motion was unanimously approved.

8. PETITIONS, REQUESTS, & APPLICATIONS – none

9. ORDINANCES & RESOLUTIONS

a. Resolution 23-01: Naming Official Depository

Council Member Hoffman made a motion, being seconded by Council Member Horton, to approve Resolution #23-01. On vote being taken, the motion was unanimously approved.

b. Resolution 23-02: Establishing Order of Business

Council Member Hoffman made a motion, being seconded by Council Member Chase, to approve Resolution #23-02. On vote being taken, the motion was unanimously approved.

c. Resolution 23-03: Meeting Dates, Times, Holidays

Council Member Hoffman made a motion, being seconded by Council Member Chase, to approve Resolution #23-03. On vote being taken, the motion was unanimously approved.

d. Resolution 23-04: Preauthorizing Certain City Payments

Council Member Hoffman made a motion, being seconded by Council Member Chase, to approve Resolution #23-04. On vote being taken, the motion was unanimously approved.

e. Resolution 23-05: Credit Card Use

Council Member Hoffman made a motion, being seconded by Council Member Chase, to approve Resolution #23-05. On vote being taken, the motion was unanimously approved.

f. Ordinance 22-08: Establishing THC Licensing

Council Member Hoffman made a motion, being seconded by Council Member Chase, to approve Ordinance #22-08. On vote being taken, the motion was unanimously approved.

g. Ordinance 22-07: Amending Tobacco Ordinance

Council Member Hoffman made a motion, being seconded by Council Member Horton, to approve Ordinance #22-07. On vote being taken, the motion was unanimously approved.

10. REPORTS OF OFFICERS AND COMMITTEES

- a. Mayor & Council: Mayor Rockvam brought forward a certificate of appreciation for Greg Keller for his outstanding service as a prosecuting attorney for the City of Spring Park. He asked for a motion to approve the certificate. *Council Member Hughes motioned, being seconded by Council Member Chase, to approve the certificate of appreciation for Mr. Keller. On vote being taken, the motion was unanimously approved.*

Council Member Hughes brought forward a report from the Fire Commission showing the calls they are receiving, with the majority being lift assists at Lake Minnetonka Shores (Pres. Homes). Mayor Rockvam requested we look into charging this cost back to them for these calls. City Administrator Anderson stated he would investigate it. Council Member Chase brought forward a suggestion that possibly a social worker could handle these calls v. the fire department.

- b. City Staff:

11. NEW BUSINESS & COMMUNICATIONS - none

12. CLAIMS FOR PAYMENT – approved under the Consent Agenda.

13. UPCOMING MEETINGS & TRAINING

- a. January 03, 2023 - City Council Regular Meeting – 6:30PM
b. January 11, 2023 - Planning Commission Meeting – 6:00PM
c. January 17, 2023 - City Council Regular Meeting – 6:30PM
d. January 17, 2023 - City Council Work Session – 5:30PM

14. MISCELLANEOUS (INFORMATION ONLY) - none

15. ADJOURNMENT

There being no further discussion, Council Member Hoffman motioned, being seconded by Council Member Chase, to adjourn the meeting at 7:35p.m. On vote being taken, the motion was unanimously approved.

Jamie Hoffman, City Clerk

Mike Anderson, City Administrator



CITY OF SPRING PARK
WORK SESSION MINUTES
DECEMBER 19, 2022 – 6:00 PM
SPRING PARK CITY HALL

(Work Session discussion times are approximate)

1. 6:00: Public Works Update

Public Works Superintendent DJ Goman provided an update on the issues we were having with the holiday decorations on the streetlights – the GFP's are tripping due to weather and age. He also brought forward an issue with a water shut off issue on Del Otero and brought in a pipe and portion of a water main on Sunset to show the cracking and deterioration due to age.

He stated the replacement of the water, sewer lines, and undergrounding on Sunset will cost around \$2.5M. City Administrator Anderson stated he will research funding options and mentioned that Hennepin County may want us to take over that road which would assist with funding. Discussion was had surrounding the restoration of the surrounding roads and pipe bursting which might be an option on Sunset.

DJ also showed the Council the asset management report in Cardiograph which tracks all tasks and costs for Public Works. He reviewed the number of tasks year to date and provided examples of these tasks and how the team approaches and resolves.

Council asked City Administrator Anderson to put a comparison together showing the benefits of using Orono Public Works v. People Service. Focus should be placed on the increased value & the extra services we are getting with Orono along with the benefits of DJ's knowledge of the City's infrastructure.

2. 6:30: Administrator 6 Month Evaluation

City Administrator Anderson requested an evaluation from Council on his first 6 months with the City.

Council Member Hoffman stated he thinks Mike is doing a great job and he appreciates everything he is doing.

Mayor Rockvam complimented Mike on his analysis of the finances, particularly the water/sewer and general fund analysis. He stated he feels better with knowing where we are at financially, the budget and feels we have a much better handle on things.

Council Member Chase stated that he has done a good job especially when facing the issues that needed to be addressed when he came on board. Chase stated he has good communication skills and is very responsive. Chase's request going forward would be to see a detailed project timeline for the road projects – certainly the one planned for Sunset. Council Member Chase also stated when he stops by City Hall, he sees a positive staff interaction and feels it's a really healthy work environment.

Council Member Hughes stated he did a great job putting together the budget and explaining the rationale for the levy increases.

3. 6:50: Miscellaneous

City Administrator Anderson reviewed the annual resolutions and recapped the changes made to the Tobacco and the new THC ordinances.

4. 7:00: Adjourn

There being no further discussion, Council Member Hughes motioned, being seconded by Council Member Chase, to adjourn the work session. On vote being taken, the motion was unanimously approved.

CITY OF SPRING PARK

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***Check Detail Register©**

Batch: 122922PAY

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 Wells Fargo Bank NA					
33138	12/29/22	CITY OF BLOOMINGTON			
E 601-49400-306		Testing Fees	\$22.00	21586	Nov 2022 Water Testing Fees
		Total	\$22.00		
33139	12/29/22	ECM PUBLISHERS, INC.			
E 101-41600-351		Legal Notices Publishing	\$45.38	926052	Publish Public Hearing for Jan 11, 2023 Yachtzee Holdings
E 101-41600-353		Ordinance Publication	\$37.13	926053	Publish Ordinance No. 22-08
		Total	\$82.51		
33140	12/29/22	HAWKINS, INC.			
E 601-49400-216		Chemicals and Chem Pro	\$40.00	6359530	Purchased Chemicals for WTP
		Total	\$40.00		
33141	12/29/22	HOLTON ELECTRIC CONTRACTORS, LLC			
E 101-41900-404		Repairs/Existing Equip	\$225.00	5094	Attempt to repair streetlights
		Total	\$225.00		
33142	12/29/22	KENNEDY & GRAVEN, CHARTERED			
E 101-41600-304		Legal Fees	\$108.00	171686A	Nov. 2022 Legal Services for 4000 Sunset Drive Lot Line
E 101-41600-304		Legal Fees	\$2,322.00	171686B	Nov. 2022 Legal Services for General Municipal Matters
E 101-41600-304		Legal Fees	\$90.00	171686C	Nov. 2022 Legal Services for Yacht Club Matters
		Total	\$2,520.00		
33143	12/29/22	LOFFLER COMPANIES, INC.			
E 601-49400-413		Office Equipment/Rental	\$68.95	4228005	Copier Usage Agreement 11/22/22-12/21/22
E 602-49450-413		Office Equipment/Rental	\$68.95	4228005	Copier Usage Agreement 11/22/22-12/21/22
E 101-41500-413		Office Equipment/Rental	\$68.95	4228005	Copier Usage Agreement 11/22/22-12/21/22
		Total	\$206.85		
33144	12/29/22	SAMBATEK, INC.			
E 201-43100-529		Black Lake Rd Feasibility	\$1,038.00	23469	Engi.Fees - Black Lake Road 11/06/22-12/10/22
E 201-43100-528		Road Pavement Project 2	\$210.00	23470	Engi. Fees - West Arm Road Pavement Project 11/06/22-12/10/22
E 101-43100-303		Engineering Fees	\$1,155.83	23471	Engi. Fees for Shoreline Drive Utility Repairs 11/06/22-12/10/22
E 601-49400-303		Engineering Fees	\$1,155.83	23471	Engi. Fees for Shoreline Drive Utility Repairs 11/06/22-12/10/22
E 602-49450-303		Engineering Fees	\$1,155.84	23471	Engi. Fees for Shoreline Drive Utility Repairs 11/06/22-12/10/22
E 101-41910-303		Engineering Fees	\$154.50	23499	Engi.Fees - General Services/Meetings 11/06/22/12/10/22
		Total	\$4,870.00		
33145	12/29/22	THE STANDARD INSURANCE COMPANY			
E 101-41500-121		PERA/FICA/Hosp Ins	\$1.70	122922	To record & pay Jan. 23' Life Insurance Premium
E 601-49400-121		PERA/FICA/Hosp Ins	\$1.70	122922	To record & pay Jan. 23' Life Insurance Premium
E 602-49450-121		PERA/FICA/Hosp Ins	\$1.70	122922	To record & pay Jan. 23' Life Insurance Premium
		Total	\$5.10		

CITY OF SPRING PARK

***Check Detail Register©**

Batch: 122922PAY

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
33146	12/29/22	UNICLEAN CLEANROOM SERVICES			
E 101-41500-310		Contracted Services	\$306.83	199127/1996	Nov. & Dec. 22' Cleaning Services for Rugs
		Total	\$306.83		
		10100 Wells Fargo Bank NA	\$8,278.29		

Fund Summary

10100 Wells Fargo Bank NA

101 GENERAL FUND	\$4,515.32
201 PUBLIC IMPROV REVOLVING FUND	\$1,248.00
601 WATER FUND	\$1,288.48
602 SEWER FUND	\$1,226.49
	\$8,278.29

CITY OF SPRING PARK

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*Check Summary Register©

Batch: 122922PAY

Name	Check Date	Check Amt	
10100 Wells Fargo Bank NA			
33138 CITY OF BLOOMINGTON	12/29/2022	\$22.00	Nov 2022 Water Testing Fees
33139 ECM PUBLISHERS, INC.	12/29/2022	\$82.51	Publish Public Hearing for Jan 11, 2023 Yachtz
33140 HAWKINS, INC.	12/29/2022	\$40.00	Purchased Chemicals for WTP
33141 HOLTON ELECTRIC CONTRACT	12/29/2022	\$225.00	Attemp to repair streetlights
33142 KENNEDY & GRAVEN, CHARTER	12/29/2022	\$2,520.00	Nov. 2022 Legal Services for 4000 Sunset Driv
33143 LOFFLER COMPANIES, INC.	12/29/2022	\$206.85	Copier Usage Agreement 11/22/22-12/21/22
33144 SAMBATEK, INC.	12/29/2022	\$4,870.00	Engi.Fees - Black Lake Road 11/06/22-12/10/2
33145 THE STANDARD INSURANCE CO	12/29/2022	\$5.10	To record & pay Jan. 23' Life Insurance Premiu
33146 UNICLEAN CLEANROOM SERVIC	12/29/2022	\$306.83	Nov. & Dec. 22' Cleaning Services for Rugs
	Total Checks	\$8,278.29	

Check #	Employee/Council Name	Check Amount	Check Date
5977	Anderson, Mike D.	\$2,912.07	12/30/2022
5978	Hoffman, Jamie K.	\$2,149.40	12/30/2022
5979	Xiong, Patria	\$1,816.68	12/30/2022
	Sub Total	\$6,878.15	
5980	Chase, Mark	\$277.05	12/30/2022
5981	Hoffman, Jeff	\$277.05	12/30/2022
5982	Horton, Pam	\$277.05	12/30/2022
5983	Hughes, Gary	\$277.05	12/30/2022
5984	Rockvam, Jerry	\$369.40	12/30/2022
	Sub Total	\$1,477.60	
Electronic Misc. Disbursements			
EFT# 30913	PERA Employer Payroll Payment for 12/31/2022	\$1,254.12	1/4/2023
EFT# 30914	FICA Employee/Employer Payroll Withholding Taxes for 12/31/2022	\$2,006.58	1/4/2023
EFT# 30915	Dec 22' Employee State Payroll Withholding Taxes	\$861.91	12/29/2022
EFT# 30916	Jan. 23' Optum Bank - HSA Deposit for Employees	\$1,000.00	1/4/2023
EFT# 30917	Jan. 23' Sun Life LTD Insurance Premium	\$58.14	12/28/2022
	Sub Total	\$5,180.75	
	Claims: Ck# 33138-33146	\$8,278.29	12/29/2022
	TOTALS	\$21,814.79	

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

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Current Period: December 2022

		2022	2022	December	2022	% of
		YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
GENERAL FUND						
Revenues		\$1,348,210.00	\$3,305,661.00	\$563,027.37	-\$1,957,451.00	245.19%
Expenditures		\$1,391,000.00	\$1,407,799.43	\$83,027.00	-\$16,799.43	101.21%
Gain/(Loss)		(\$42,790.00)	\$1,897,861.57	\$480,000.37	(\$1,940,651.57)	-4435.29%
Revenue						
Active	R 101-31010 Current Ad Valorem T	\$1,173,210.00	\$1,162,180.36	\$558,380.90	\$11,029.64	99.06%
Active	R 101-31090 In Lieu of Taxes	\$34,000.00	\$16,279.87	\$0.00	\$17,720.13	47.88%
Active	R 101-32000 Dock Licenses	\$1,000.00	\$1,000.00	\$0.00	\$0.00	100.00%
Active	R 101-32105 Cigarette Permits	\$100.00	\$50.00	\$0.00	\$50.00	50.00%
Active	R 101-32110 Alcoholic Beverages	\$14,750.00	\$14,596.00	\$0.00	\$154.00	98.96%
Active	R 101-32120 Sign Permits	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
Active	R 101-32160 Garbage Haulers	\$1,000.00	\$750.00	\$0.00	\$250.00	75.00%
Active	R 101-32170 Amusements	\$2,500.00	\$3,403.50	\$0.00	(\$903.50)	136.14%
Active	R 101-32180 Other Licenses/Permit	\$10,000.00	\$14,466.96	\$150.00	(\$4,466.96)	144.67%
Active	R 101-32210 Building Permits	\$30,000.00	\$39,021.85	\$592.75	(\$9,021.85)	130.07%
Active	R 101-32215 Building Permit - Surch	\$0.00	(\$106.45)	\$13.43	\$106.45	0.00%
Active	R 101-33100 Grants and Aids	\$5,000.00	\$901,049.53	\$0.00	(\$896,049.53)	18020.99%
Active	R 101-33404 PERA Aid	\$700.00	\$0.00	\$0.00	\$700.00	0.00%
Active	R 101-33620 Recycling	\$2,200.00	\$0.00	\$0.00	\$2,200.00	0.00%
Active	R 101-34103 Variance/CUP Reques	\$1,000.00	\$1,800.00	\$0.00	(\$800.00)	180.00%
Active	R 101-34104 Plan Check Fee	\$20,000.00	\$24,082.20	\$385.29	(\$4,082.20)	120.41%
Active	R 101-34105 Dance & Police Fees	\$2,000.00	\$2,250.00	\$0.00	(\$250.00)	112.50%
Active	R 101-34401 Recycling Apartments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-35100 Court Fines	\$10,000.00	\$8,790.00	\$0.00	\$1,210.00	87.90%
Active	R 101-36100 Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-36210 Interest Earnings	\$5,000.00	\$1,053,424.97	\$0.00	(\$1,048,424.97)	21068.50%
Active	R 101-39102 LMCIT Dividend	\$2,500.00	\$3,505.00	\$3,505.00	(\$1,005.00)	140.20%
Active	R 101-39104 Other Revenue	\$3,000.00	\$59,117.21	\$0.00	(\$56,117.21)	1970.57%
Active	R 101-39203 Trsrfr from General Fun	\$30,000.00	\$0.00	\$0.00	\$30,000.00	0.00%
Total Revenue		\$1,348,210.00	\$3,305,661.00	\$563,027.37	(\$1,957,451.00)	245.19%
Expenditure						
Active	E 101-41100-105 Salaries	\$19,200.00	\$17,600.00	\$0.00	\$1,600.00	91.67%
Active	E 101-41100-109 Recording Service	\$800.00	\$792.00	\$0.00	\$8.00	99.00%
Active	E 101-41100-121 PERA/FICA/Hosp	\$2,000.00	\$1,346.40	\$0.00	\$653.60	67.32%
Active	E 101-41100-437 Other Miscellaneo	\$1,000.00	\$30.00	\$0.00	\$970.00	3.00%
Active	E 101-41410-105 Salaries	\$5,000.00	\$2,923.00	\$0.00	\$2,077.00	58.46%
Active	E 101-41410-200 Office Supplies	\$500.00	\$195.04	\$150.86	\$304.96	39.01%
Active	E 101-41410-351 Legal Notices Pub	\$0.00	\$486.85	\$0.00	(\$486.85)	0.00%
Active	E 101-41410-437 Other Miscellaneo	\$3,000.00	\$2,797.67	\$1,600.80	\$202.33	93.26%
Active	E 101-41500-101 Administrator	\$40,000.00	\$42,521.71	\$2,250.00	(\$2,521.71)	106.30%
Active	E 101-41500-102 Clerk	\$26,500.00	\$24,280.59	\$1,059.10	\$2,219.41	91.62%
Active	E 101-41500-107 Office Assistant	\$18,000.00	\$20,308.63	\$817.02	(\$2,308.63)	112.83%
Active	E 101-41500-119 Ordinance Codific	\$2,000.00	\$1,844.32	\$994.32	\$155.68	92.22%
Active	E 101-41500-121 PERA/FICA/Hosp	\$34,000.00	\$29,407.37	\$1,950.15	\$4,592.63	86.49%
Active	E 101-41500-200 Office Supplies	\$500.00	\$864.52	\$0.00	(\$364.52)	172.90%
Active	E 101-41500-207 Computer Support	\$1,500.00	\$2,033.51	\$25.37	(\$533.51)	135.57%
Active	E 101-41500-299 Admin Expenses	\$1,000.00	\$679.00	\$0.00	\$321.00	67.90%
Active	E 101-41500-301 Auditing Services	\$7,000.00	\$7,767.65	\$0.00	(\$767.65)	110.97%
Active	E 101-41500-302 Accounting Servic	\$675.00	\$3,548.61	\$0.00	(\$2,873.61)	525.72%

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

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Current Period: December 2022

		2022	2022	December	2022	% of
		YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
Active	E 101-41500-310 Contracted Servic	\$2,000.00	\$25,713.94	\$383.15	(\$23,713.94)	1285.70%
Active	E 101-41500-321 Telephone and Mt	\$125.00	\$985.01	\$0.00	(\$860.01)	788.01%
Active	E 101-41500-322 Postage & Meter	\$900.00	\$1,009.33	\$244.60	(\$109.33)	112.15%
Active	E 101-41500-323 Web Host	\$200.00	\$220.00	\$0.00	(\$20.00)	110.00%
Active	E 101-41500-324 Internet Service	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
Active	E 101-41500-330 IT Technology Su	\$3,000.00	\$2,496.68	\$875.00	\$503.32	83.22%
Active	E 101-41500-350 Print/Binding	\$1,200.00	\$2,213.51	\$0.00	(\$1,013.51)	184.46%
Active	E 101-41500-361 Liability/Prop Ins/	\$7,800.00	\$7,242.60	\$0.00	\$557.40	92.85%
Active	E 101-41500-413 Office Equipment/	\$1,500.00	\$3,492.60	\$210.54	(\$1,992.60)	232.84%
Active	E 101-41500-433 Membership/Dues	\$5,000.00	\$4,591.04	\$600.00	\$408.96	91.82%
Active	E 101-41500-437 Other Miscellaneo	\$5,000.00	\$4,589.39	\$617.61	\$410.61	91.79%
Active	E 101-41500-439 Other - TIF	\$2,500.00	\$896.91	\$0.00	\$1,603.09	35.88%
Active	E 101-41500-581 Historical Society	\$3,000.00	\$3,000.00	\$0.00	\$0.00	100.00%
Active	E 101-41510-310 Contracted Servic	\$18,000.00	\$60,805.95	\$5,305.55	(\$42,805.95)	337.81%
Active	E 101-41550-310 Contracted Servic	\$21,000.00	\$28,829.12	\$0.00	(\$7,829.12)	137.28%
Active	E 101-41600-304 Legal Fees	\$20,000.00	\$26,480.93	\$2,520.00	(\$6,480.93)	132.40%
Active	E 101-41600-351 Legal Notices Pub	\$1,000.00	\$1,435.33	\$45.38	(\$435.33)	143.53%
Active	E 101-41600-353 Ordinance Publica	\$500.00	\$321.55	\$202.14	\$178.45	64.31%
Active	E 101-41900-105 Salaries	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41900-106 Mowing Contract	\$8,000.00	\$12,051.00	\$0.00	(\$4,051.00)	150.64%
Active	E 101-41900-215 Shop Supplies	\$250.00	\$153.24	\$0.00	\$96.76	61.30%
Active	E 101-41900-220 Repair/Maint Supp	\$250.00	\$164.08	\$0.00	\$85.92	65.63%
Active	E 101-41900-310 Contracted Servic	\$5,500.00	\$34,845.20	\$4,351.80	(\$29,345.20)	633.55%
Active	E 101-41900-316 Tree Maintenance	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 101-41900-361 Liability/Prop Ins/	\$3,500.00	\$3,621.30	\$0.00	(\$121.30)	103.47%
Active	E 101-41900-381 Utilities/Electric/G	\$3,500.00	\$1,921.37	\$128.81	\$1,578.63	54.90%
Active	E 101-41900-384 Refuse/Garbage D	\$500.00	\$298.65	\$50.98	\$201.35	59.73%
Active	E 101-41900-401 Repairs/Maint Buil	\$2,000.00	\$787.28	\$602.28	\$1,212.72	39.36%
Active	E 101-41900-404 Repairs/Existing E	\$500.00	\$225.00	\$225.00	\$275.00	45.00%
Active	E 101-41900-410 Facility Lease	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41900-437 Other Miscellaneo	\$250.00	\$68.56	\$0.00	\$181.44	27.42%
Active	E 101-41910-303 Engineering Fees	\$15,000.00	\$20,535.79	\$970.00	(\$5,535.79)	136.91%
Active	E 101-41910-304 Legal Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41910-310 Contracted Servic	\$30,000.00	\$9,939.40	\$0.00	\$20,060.60	33.13%
Active	E 101-41940-431 Flags/Banners/Mai	\$15,000.00	\$0.00	\$0.00	\$15,000.00	0.00%
Active	E 101-41940-432 Landscaping/Gard	\$37,000.00	\$46,737.34	\$7,216.65	(\$9,737.34)	126.32%
Active	E 101-42000-304 Legal Fees	\$12,000.00	\$12,000.00	\$1,000.00	\$0.00	100.00%
Active	E 101-42000-310 Contracted Servic	\$473,870.00	\$472,752.57	\$39,689.49	\$1,117.43	99.76%
Active	E 101-42000-312 Workhouse Exp R	\$200.00	\$0.00	\$0.00	\$200.00	0.00%
Active	E 101-42000-313 Booking Per Diem	\$1,000.00	\$314.34	\$0.00	\$685.66	31.43%
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	\$800.00	\$1,423.19	\$118.63	(\$623.19)	177.90%
Active	E 101-42100-310 Contracted Servic	\$6,000.00	\$4,926.00	\$1,231.50	\$1,074.00	82.10%
Active	E 101-42260-310 Contracted Servic	\$171,980.00	\$171,980.00	\$0.00	\$0.00	100.00%
Active	E 101-42400-305 Plan Check Fees	\$15,000.00	\$8,070.54	\$254.47	\$6,929.46	53.80%
Active	E 101-42400-310 Contracted Servic	\$30,000.00	\$21,435.13	\$2,773.24	\$8,564.87	71.45%
Active	E 101-42800-310 Contracted Servic	\$20,000.00	\$9,126.04	\$221.00	\$10,873.96	45.63%
Active	E 101-42900-310 Contracted Servic	\$14,500.00	\$16,459.68	\$1,494.60	(\$1,959.68)	113.52%
Active	E 101-43100-226 Sign Repair Materi	\$500.00	\$946.40	\$0.00	(\$446.40)	189.28%
Active	E 101-43100-227 Street Light Repai	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.00%

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Active	E 101-43100-302 Accounting Servic	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43100-303 Engineering Fees	\$5,000.00	\$1,155.83	\$1,155.83	\$3,844.17	23.12%
Active	E 101-43100-308 Street Sweeping	\$4,500.00	\$0.00	\$0.00	\$4,500.00	0.00%
Active	E 101-43100-310 Contracted Servic	\$1,500.00	\$75.00	\$0.00	\$1,425.00	5.00%
Active	E 101-43100-315 Sidewalk Repair	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
Active	E 101-43100-316 Tree Maintenance	\$3,500.00	\$2,099.20	\$0.00	\$1,400.80	59.98%
Active	E 101-43100-361 Liability/Prop Ins/	\$2,750.00	\$2,414.20	\$0.00	\$335.80	87.79%
Active	E 101-43100-381 Utilities/Electric/G	\$16,000.00	\$18,254.43	\$1,600.89	(\$2,254.43)	114.09%
Active	E 101-43100-399 Storm Damage	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 101-43100-402 Repairs/Maint Stre	\$7,500.00	\$20,978.75	\$0.00	(\$13,478.75)	279.72%
Active	E 101-43100-410 Facility Lease	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43101-307 Snow Removal - S	\$15,000.00	\$9,742.50	\$0.00	\$5,257.50	64.95%
Active	E 101-43101-309 Snow Plowing - St	\$20,000.00	\$18,653.75	\$0.00	\$1,346.25	93.27%
Active	E 101-43101-318 Street Salt-Sandin	\$25,000.00	\$18,912.50	\$0.00	\$6,087.50	75.65%
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 Stre	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
Active	E 101-45180-310 Contracted Servic	\$11,000.00	\$0.00	\$0.00	\$11,000.00	0.00%
Active	E 101-45200-105 Salaries	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45200-106 Mowing Contract	\$7,500.00	\$0.00	\$0.00	\$7,500.00	0.00%
Active	E 101-45200-310 Contracted Servic	\$6,000.00	\$1,818.56	\$0.00	\$4,181.44	30.31%
Active	E 101-45200-316 Tree Maintenance	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
Active	E 101-45200-361 Liability/Prop Ins/	\$1,250.00	\$1,207.10	\$0.00	\$42.90	96.57%
Active	E 101-45200-381 Utilities/Electric/G	\$750.00	\$2,847.33	\$0.00	(\$2,097.33)	379.64%
Active	E 101-45200-384 Refuse/Garbage D	\$1,500.00	\$417.46	\$90.24	\$1,082.54	27.83%
Active	E 101-45200-404 Repairs/Existing E	\$2,000.00	\$401.49	\$0.00	\$1,598.51	20.07%
Active	E 101-45200-410 Facility Lease	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-46000-310 Contracted Servic	\$450.00	\$470.00	\$0.00	(\$20.00)	104.44%
Active	E 101-47500-601 Debt Srv Bond Pri	\$106,250.00	\$106,280.00	\$0.00	(\$30.00)	100.03%
Active	E 101-47500-611 Bond Interest	\$10,250.00	\$16,588.47	\$0.00	(\$6,338.47)	161.84%
Active	E 101-47500-620 Fiscal Agent s Fee	\$1,000.00	\$950.00	\$0.00	\$50.00	95.00%
Total Expenditure		(\$1,391,000.00)	(\$1,407,799.43)	(\$83,027.00)	\$16,799.43	101.21%
Total GENERAL FUND		(\$42,790.00)	\$1,897,861.57	\$480,000.37	(\$1,940,651.57)	-4435.29%
PUBLIC IMPROV REVOLVING FUND						
Revenues		\$0.00	\$97,479.76	\$0.00	-\$97,479.76	0.00%
Expenditures		\$0.00	\$368,100.67	\$2,158.00	-\$368,100.67	0.00%
Gain/(Loss)		\$0.00	(\$270,620.91)	(\$2,158.00)	\$270,620.91	0.00%
Revenue						
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	\$97,479.76	\$0.00	(\$97,479.76)	0.00%
Total Revenue		\$0.00	\$97,479.76	\$0.00	(\$97,479.76)	0.00%
Expenditure						
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 Presevati	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 201-41900-522 Sidewalk/ADA Pro	\$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	\$68,581.40	\$0.00	(\$68,581.40)	0.00%

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Active	E 201-43100-528 Road Pavement P	\$0.00	\$57,542.26	\$350.00	(\$57,542.26)	0.00%
Active	E 201-43100-529 Black Lake Rd Fe	\$0.00	\$238,812.51	\$1,808.00	(\$238,812.51)	0.00%
Active	E 201-43100-724 Comprehensive Pl	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 201-43150-209 West Arm Road E	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 201-43150-402 Repairs/Maint Stre	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 201-43200-526 West Arm Road	\$0.00	\$3,164.50	\$0.00	(\$3,164.50)	0.00%
Active	E 201-43200-599 Water & Sewer Inf	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 201-43200-724 Comprehensive Pl	\$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 201-47500-620 Fiscal Agent s Fee	\$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%
Total Expenditure		\$0.00	(\$368,100.67)	(\$2,158.00)	\$368,100.67	0.00%
Total PUBLIC IMPROV REVOLVING FUND		\$0.00	(\$270,620.91)	(\$2,158.00)	\$270,620.91	0.00%
HOUSING DEV PROJ FUND (TIF)						
Revenues		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditures		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Gain/(Loss)		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure						
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 Miscellaneo	\$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%
Total Expenditure		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total HOUSING DEV PROJ FUND (TIF)		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CAPITAL SPEC REV FUND						
Revenues		\$0.00	\$870,810.43	\$0.00	-\$870,810.43	0.00%
Expenditures		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Gain/(Loss)		\$0.00	\$870,810.43	\$0.00	(\$870,810.43)	0.00%
Revenue						
Active	R 203-36210 Interest Earnings	\$0.00	\$870,810.43	\$0.00	(\$870,810.43)	0.00%
Total Revenue		\$0.00	\$870,810.43	\$0.00	(\$870,810.43)	0.00%
Expenditure						
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 Miscellaneo	\$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%
Total Expenditure		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total CAPITAL SPEC REV FUND		\$0.00	\$870,810.43	\$0.00	(\$870,810.43)	0.00%
TIF LAKEVIEW LOFTS						
Revenues		\$0.00	\$222,115.69	\$0.00	-\$222,115.69	0.00%
Expenditures		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Gain/(Loss)		\$0.00	\$222,115.69	\$0.00	(\$222,115.69)	0.00%
Revenue						
Active	R 204-36210 Interest Earnings	\$0.00	\$222,115.69	\$0.00	(\$222,115.69)	0.00%
Total Revenue		\$0.00	\$222,115.69	\$0.00	(\$222,115.69)	0.00%
Expenditure						

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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%
Total Expenditure		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total TIF LAKEVIEW LOFTS		\$0.00	\$222,115.69	\$0.00	(\$222,115.69)	0.00%
TIF PRESBYTERIAN HOMES						
Revenues		\$160,000.00	\$215,320.79	\$74,186.17	-\$55,320.79	134.58%
Expenditures		\$150,000.00	\$143,597.27	\$0.00	\$6,402.73	95.73%
Gain/(Loss)		\$10,000.00	\$71,723.52	\$74,186.17	(\$61,723.52)	717.24%
Revenue						
Active	R 205-31050 Tax Increments	\$160,000.00	\$148,372.37	\$74,186.17	\$11,627.63	92.73%
Active	R 205-36210 Interest Earnings	\$0.00	\$66,948.42	\$0.00	(\$66,948.42)	0.00%
Total Revenue		\$160,000.00	\$215,320.79	\$74,186.17	(\$55,320.79)	134.58%
Expenditure						
Active	E 205-46500-439 Other - TIF	\$150,000.00	\$143,597.27	\$0.00	\$6,402.73	95.73%
Total Expenditure		(\$150,000.00)	(\$143,597.27)	\$0.00	(\$6,402.73)	95.73%
Total TIF PRESBYTERIAN HOMES		\$10,000.00	\$71,723.52	\$74,186.17	(\$61,723.52)	717.24%
TIF DEBT SERVICE						
Revenues		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditures		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Gain/(Loss)		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Revenue						
Active	R 301-36210 Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Revenue		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure						
Active	E 301-47500-437 Other Miscellaneo	\$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 Fee	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Expenditure		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total TIF DEBT SERVICE		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
2010A GO BONDS						
Revenues		\$0.00	\$69,818.44	\$0.00	-\$69,818.44	0.00%
Expenditures		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Gain/(Loss)		\$0.00	\$69,818.44	\$0.00	(\$69,818.44)	0.00%
Revenue						
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	\$69,818.44	\$0.00	(\$69,818.44)	0.00%
Total Revenue		\$0.00	\$69,818.44	\$0.00	(\$69,818.44)	0.00%
Expenditure						
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 Fee	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Expenditure		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total 2010A GO BONDS		\$0.00	\$69,818.44	\$0.00	(\$69,818.44)	0.00%

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2015 GO BONDS						
Revenues		\$0.00	\$366,759.28	\$0.00	-\$366,759.28	0.00%
Expenditures		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Gain/(Loss)		\$0.00	\$366,759.28	\$0.00	(\$366,759.28)	0.00%
Revenue						
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	\$366,759.28	\$0.00	(\$366,759.28)	0.00%
Total Revenue		\$0.00	\$366,759.28	\$0.00	(\$366,759.28)	0.00%
Expenditure						
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%
Total Expenditure		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total 2015 GO BONDS		\$0.00	\$366,759.28	\$0.00	(\$366,759.28)	0.00%
CHANNEL ROAD						
Revenues		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditures		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Gain/(Loss)		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure						
Active	E 401-49999-720 Operating Transfe	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Expenditure		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total CHANNEL ROAD		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
KINGS RD/WARREN DRAINAGE IMPRV						
Revenues		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditures		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Gain/(Loss)		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Revenue						
On Hold	R 402-36210 Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Revenue		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total KINGS RD/WARREN DRAINAGE IMPRV		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
WATER FUND						
Revenues		\$355,000.00	\$2,571,308.10	\$11,996.34	-\$2,216,308.10	724.31%
Expenditures		\$334,300.00	\$397,119.14	\$16,094.39	-\$62,819.14	118.79%
Gain/(Loss)		\$20,700.00	\$2,174,188.96	(\$4,098.05)	(\$2,153,488.96)	10503.33%
Revenue						
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	\$20,000.00	\$2,225,542.20	\$0.00	(\$2,205,542.20)	11127.71%
Active	R 601-37100 Water Sales	\$315,000.00	\$331,481.00	\$10,832.72	(\$16,481.00)	105.23%
Active	R 601-37150 Meter Deposit & Permi	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
Active	R 601-37151 Connect/Reconnect Fe	\$1,500.00	\$361.95	\$0.00	\$1,138.05	24.13%
Active	R 601-37160 Water Penalty	\$8,250.00	\$4,666.26	\$956.38	\$3,583.74	56.56%
Active	R 601-39100 Testing Fees	\$10,000.00	\$8,485.02	\$207.24	\$1,514.98	84.85%
Active	R 601-39104 Other Revenue	\$0.00	\$771.67	\$0.00	(\$771.67)	0.00%
Active	R 601-39311 Trsfr from Water Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Revenue		\$355,000.00	\$2,571,308.10	\$11,996.34	(\$2,216,308.10)	724.31%

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		YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
Expenditure						
Active	E 601-47500-601 Debt Srv Bond Pri	\$56,800.00	\$56,240.00	\$0.00	\$560.00	99.01%
Active	E 601-47500-611 Bond Interest	\$12,000.00	\$6,322.60	\$0.00	\$5,677.40	52.69%
Active	E 601-47500-620 Fiscal Agent s Fee	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49400-101 Administrator	\$30,000.00	\$20,360.55	\$750.00	\$9,639.45	67.87%
Active	E 601-49400-102 Clerk	\$28,000.00	\$23,566.46	\$1,027.95	\$4,433.54	84.17%
Active	E 601-49400-103 People Service/Or	\$37,000.00	\$22,548.61	\$0.00	\$14,451.39	60.94%
Active	E 601-49400-107 Office Assistant	\$18,000.00	\$19,718.16	\$792.99	(\$1,718.16)	109.55%
Active	E 601-49400-121 PERA/FICA/Hosp	\$22,000.00	\$26,019.24	\$1,718.31	(\$4,019.24)	118.27%
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	\$290.80	\$0.00	\$209.20	58.16%
Active	E 601-49400-201 Meters & Supplies	\$3,000.00	\$3,628.02	\$0.00	(\$628.02)	120.93%
Active	E 601-49400-206 GIS	\$0.00	\$435.00	\$0.00	(\$435.00)	0.00%
Active	E 601-49400-207 Computer Support	\$2,000.00	\$2,033.53	\$25.37	(\$33.53)	101.68%
Active	E 601-49400-215 Shop Supplies	\$250.00	\$5,090.49	\$0.00	(\$4,840.49)	2036.20%
Active	E 601-49400-216 Chemicals and Ch	\$4,000.00	\$3,661.11	\$40.00	\$338.89	91.53%
Active	E 601-49400-220 Repair/Maint Supp	\$2,500.00	\$21,296.11	\$0.00	(\$18,796.11)	851.84%
Active	E 601-49400-299 Admin Expenses	\$500.00	\$421.72	\$0.00	\$78.28	84.34%
Active	E 601-49400-301 Auditing Services	\$7,000.00	\$7,767.67	\$0.00	(\$767.67)	110.97%
Active	E 601-49400-302 Accounting Servic	\$2,500.00	\$3,548.62	\$0.00	(\$1,048.62)	141.94%
Active	E 601-49400-303 Engineering Fees	\$3,000.00	\$5,155.83	\$1,155.83	(\$2,155.83)	171.86%
Active	E 601-49400-306 Testing Fees	\$3,000.00	\$4,046.00	\$921.00	(\$1,046.00)	134.87%
Active	E 601-49400-310 Contracted Servic	\$5,000.00	\$57,772.46	\$5,381.88	(\$52,772.46)	1155.45%
Active	E 601-49400-321 Telephone and Mt	\$1,000.00	\$985.00	\$0.00	\$15.00	98.50%
Active	E 601-49400-322 Postage & Meter	\$500.00	\$712.86	\$0.00	(\$212.86)	142.57%
Active	E 601-49400-323 Web Host	\$250.00	\$220.00	\$0.00	\$30.00	88.00%
Active	E 601-49400-324 Internet Service	\$1,000.00	\$1,423.15	\$118.64	(\$423.15)	142.32%
Active	E 601-49400-330 IT Technology Su	\$4,000.00	\$2,707.65	\$875.00	\$1,292.35	67.69%
Active	E 601-49400-350 Print/Binding	\$0.00	\$1,619.38	\$0.00	(\$1,619.38)	0.00%
Active	E 601-49400-361 Liability/Prop Ins/	\$5,500.00	\$5,311.24	\$0.00	\$188.76	96.57%
Active	E 601-49400-381 Utilities/Electric/G	\$28,000.00	\$36,239.30	\$2,656.87	(\$8,239.30)	129.43%
Active	E 601-49400-400 Repairs/Maint Gen	\$10,000.00	\$6,454.08	\$0.00	\$3,545.92	64.54%
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	\$45,000.00	\$46,949.87	\$0.00	(\$1,949.87)	104.33%
Active	E 601-49400-413 Office Equipment/	\$1,500.00	\$3,547.41	\$210.55	(\$2,047.41)	236.49%
Active	E 601-49400-433 Membership/Dues	\$500.00	\$1,026.22	\$420.00	(\$526.22)	205.24%
Active	E 601-49400-437 Other Miscellaneo	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	Total Expenditure	(\$334,300.00)	(\$397,119.14)	(\$16,094.39)	\$62,819.14	118.79%
	Total WATER FUND	\$20,700.00	\$2,174,188.96	(\$4,098.05)	(\$2,153,488.96)	10503.33%
SEWER FUND						
	Revenues	\$454,500.00	\$460,920.04	\$13,064.84	-\$6,420.04	101.41%
	Expenditures	\$586,577.00	\$642,143.60	\$13,763.48	-\$55,566.60	109.47%
	Gain/(Loss)	(\$132,077.00)	(\$181,223.56)	(\$698.64)	\$49,146.56	137.21%
Revenue						
Active	R 602-33100 Grants and Aids	\$0.00	\$6,310.00	\$0.00	(\$6,310.00)	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	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.00%
Active	R 602-37200 Sewer Sales	\$450,000.00	\$441,492.21	\$11,926.81	\$8,507.79	98.11%

CITY OF SPRING PARK
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Current Period: December 2022

		2022	2022	December	2022	% of
		YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
Active	R 602-37260 Swr Penalty	\$2,000.00	\$5,662.16	\$1,138.03	(\$3,662.16)	283.11%
Active	R 602-39104 Other Revenue	\$0.00	\$7,455.67	\$0.00	(\$7,455.67)	0.00%
Active	R 602-39312 Trsr from Sewer Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Revenue		\$454,500.00	\$460,920.04	\$13,064.84	(\$6,420.04)	101.41%
Expenditure						
Active	E 602-47500-601 Debt Srv Bond Pri	\$58,600.00	\$57,480.00	\$0.00	\$1,120.00	98.09%
Active	E 602-47500-611 Bond Interest	\$12,000.00	\$7,700.21	\$0.00	\$4,299.79	64.17%
Active	E 602-49450-101 Administrator	\$30,000.00	\$20,360.56	\$750.00	\$9,639.44	67.87%
Active	E 602-49450-102 Clerk	\$28,000.00	\$23,566.45	\$1,027.95	\$4,433.55	84.17%
Active	E 602-49450-103 People Service/Or	\$37,000.00	\$22,548.62	\$0.00	\$14,451.38	60.94%
Active	E 602-49450-107 Office Assistant	\$18,000.00	\$19,718.17	\$792.99	(\$1,718.17)	109.55%
Active	E 602-49450-121 PERA/FICA/Hosp	\$24,000.00	\$26,018.82	\$1,718.25	(\$2,018.82)	108.41%
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	\$290.83	\$0.00	\$209.17	58.17%
Active	E 602-49450-206 GIS	\$0.00	\$435.00	\$0.00	(\$435.00)	0.00%
Active	E 602-49450-207 Computer Support	\$1,500.00	\$2,033.53	\$25.38	(\$533.53)	135.57%
Active	E 602-49450-215 Shop Supplies	\$250.00	\$5,102.94	\$0.00	(\$4,852.94)	2041.18%
Active	E 602-49450-220 Repair/Maint Supp	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
Active	E 602-49450-301 Auditing Services	\$7,000.00	\$7,767.68	\$0.00	(\$767.68)	110.97%
Active	E 602-49450-302 Accounting Servic	\$2,500.00	\$3,548.62	\$0.00	(\$1,048.62)	141.94%
Active	E 602-49450-303 Engineering Fees	\$5,000.00	\$1,155.84	\$1,155.84	\$3,844.16	23.12%
Active	E 602-49450-310 Contracted Servic	\$2,500.00	\$49,372.46	\$5,381.87	(\$46,872.46)	1974.90%
Active	E 602-49450-321 Telephone and Mt	\$1,000.00	\$985.03	\$0.00	\$14.97	98.50%
Active	E 602-49450-322 Postage & Meter	\$500.00	\$712.87	\$0.00	(\$212.87)	142.57%
Active	E 602-49450-323 Web Host	\$250.00	\$220.00	\$0.00	\$30.00	88.00%
Active	E 602-49450-324 Internet Service	\$1,000.00	\$1,423.13	\$118.63	(\$423.13)	142.31%
Active	E 602-49450-327 MCES Sewer Serv	\$216,877.00	\$216,519.05	\$0.00	\$357.95	99.83%
Active	E 602-49450-330 IT Technology Su	\$5,000.00	\$8,177.92	\$875.00	(\$3,177.92)	163.56%
Active	E 602-49450-350 Print/Binding	\$250.00	\$1,264.29	\$0.00	(\$1,014.29)	505.72%
Active	E 602-49450-361 Liability/Prop Ins/	\$4,500.00	\$4,345.56	\$0.00	\$154.44	96.57%
Active	E 602-49450-381 Utilities/Electric/G	\$12,000.00	\$13,939.75	\$1,584.52	(\$1,939.75)	116.16%
Active	E 602-49450-400 Repairs/Maint Gen	\$1,000.00	\$1,646.00	\$0.00	(\$646.00)	164.60%
Active	E 602-49450-403 Cleaning-Televisin	\$20,000.00	\$0.00	\$0.00	\$20,000.00	0.00%
Active	E 602-49450-404 Repairs/Existing E	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 602-49450-405 Depreciation	\$75,000.00	\$94,448.00	\$0.00	(\$19,448.00)	125.93%
Active	E 602-49450-410 Facility Lease	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49450-411 Repairs / Breaks	\$1,000.00	\$1,119.74	\$0.00	(\$119.74)	111.97%
Active	E 602-49450-413 Office Equipment/	\$1,500.00	\$3,547.39	\$210.55	(\$2,047.39)	236.49%
Active	E 602-49450-433 Membership/Dues	\$600.00	\$306.22	\$0.00	\$293.78	51.04%
Active	E 602-49450-437 Other Miscellaneo	\$0.00	\$32,039.95	\$0.00	(\$32,039.95)	0.00%
Active	E 602-49450-491 LS Repair/Maint	\$18,000.00	\$12,088.97	\$122.50	\$5,911.03	67.16%
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	\$2,260.00	\$0.00	(\$2,260.00)	0.00%
Active	E 602-49450-497 LS Repair/Maint	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Expenditure		(\$586,577.00)	(\$642,143.60)	(\$13,763.48)	\$55,566.60	109.47%
Total SEWER FUND		(\$132,077.00)	(\$181,223.56)	(\$698.64)	\$49,146.56	137.21%

CITY OF SPRING PARK
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Current Period: December 2022

		2022	2022	December	2022	% of
		YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
CONVERSION FUND						
	Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	Gain/(Loss)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Revenue						
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%
	Total Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure						
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%
	Total Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	Total CONVERSION FUND	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	Report Total	(\$144,167.00)	\$5,221,433.42	\$547,231.85	(\$5,365,600.42)	-3621.80%



STAFF MEMO
GENERAL BUSINESS LICENSE RENEWAL
&
CERTIFICATE TO PRACTICE MESSAGE
SERVICES

1. **BACKGROUND:** Amanda Lemmage submitted paperwork to the City of Spring Park to renew her general business license for Skingevity Med Spa at 4100 Spring Street #101.

She also submitted the renewal applications for the Certificate to Practice Message for her employees Ben Stein & Cindy Pierson.

The City Code requires a Massage Establishment General Business License along with a Certificate to Practice Message for each individual practicing.

2. **DISCUSSION:** The original license covered the time-period from January 1, 2021, to December 31, 2021, and was approved for renewal in 2022. This renewal period will cover the time-period of January 1, 2023, to December 31, 2023.
- 3.
4. City staff received the following required materials for issuance of the license:
 - Complete & signed renewal license applications for both the General Business License and Certificate to Practice Message.
 - Proof of commercial general liability insurance.
 - Certificate of Compliance – Minnesota Workers' Compensation Law
5. **FINANCIAL CONSIDERATIONS:** All required licensing fees will be collected prior to issuing license.
6. **RECOMMENDATION:** to approve both the general business license & certificate to practice message license renewals for Skingevity Med Spa, 4100 Spring St. #101.

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

RESOLUTION #23-06

NAMING OFFICIAL NEWSPAPER

WHEREAS, Minnesota Statutes, section 412.831 states that the Council shall, annually, at it's first meeting of the year, designate an official newspaper and;

WHEREAS, the newspaper is to be used for publication of ordinances and other matters that are legally required to be published. The official newspaper should also be used for the publication of any other matters that the Council deems to be in the public interest, and;

WHEREAS, Minnesota Statutes, section 331A.03 subdivision 3 authorizes the City to use its website or recognized industry trade journals as an alternative to the official newspaper as a means of soliciting bids, requests for information, and requests for proposals as long as they are disseminated in substantially the same format and for the same period of time as required for published solicitations.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Spring Park that The Lake Pioneer is designated as the official newspaper for the City of Spring Park.

ADOPTED by the City Council of the City of Spring Park this 3rd day of January 2023.

CITY OF SPRING PARK

Approved:

Jerome P. Rockvam, Mayor

Attest:

Jamie Hoffman, City Clerk

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

RESOLUTION #23-10

ELECTRONIC FUNDS TRANSFER

WHEREAS, Minnesota Statutes, section 471.38, Claims, states that cities may use the electronic funds transfer process to pay claims for payment via mechanical means without the use of checks, drafts, or similar negotiable instruments, and;

WHEREAS, a local government may make electronic funds transfers for the following:

- (1) a claim for a payment from an imprest payroll bank account or investment of excess money.
- (2) a payment of tax or aid anticipation certificates.
- (3) a payment of contributions to pension or retirement fund.
- (4) vendor payments; and
- (5) payment of bond principal, bond interest and a fiscal agent service charge from the debt redemption fund.

WHEREAS, this authorization only extends to a local government that has enacted all of the following policy controls:

- (a) the governing body shall annually delegate the authority to make electronic funds transfers to a designated business administrator or chief financial officer or the officer's designee.
- (b) the disbursing bank shall keep on file a certified copy of the delegation of authority.
- (c) the initiator of the electronic transfer shall be identified.
- (d) the initiator shall document the request and obtain an approval from the designated business administrator, or chief financial officer or the officer's designee, before initiating the transfer as required by internal control policies.
- (e) a written confirmation of the transaction shall be made no later than one business day after the transaction and shall be used in lieu of a check, order check or warrant required to support the transaction.
- (f) a list of all transactions made by electronic funds transfer shall be submitted to the governing body at its next regular meeting after the transaction.

NOW, THEREFORE, BE IT RESOLVED, that the following designated City staff are hereby authorized to use electronic funds transfer as a means for payment of claims for the City of Spring Park:

- City Administrator
- Finance Clerk

ADOPTED by the City Council of the City of Spring Park this 3rd day of January 2023.

CITY OF SPRING PARK

Approved:

Jerome P. Rockvam, Mayor

Attest:

Jamie Hoffman, City Clerk

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

RESOLUTION NO. 23-11

RESOLUTION DESIGNATING ANNUAL POLLING PLACE

WHEREAS, it is important that citizens exercise their right to vote at their local polling place;
and

WHEREAS, Minn. Stat. § 204B.16 requires the City Council to designate its local polling
place for elections annually;

NOW, THEREFORE, BE IT RESOLVED that as required by Minn. Stat. § 204B.16,
Subd. 1, the City Council of the City of Spring Park, in Hennepin County, Minnesota does
hereby designate Spring Park City Hall, located at 4349 Warren Avenue, Spring Park,
Minnesota as its polling place in 2023.

BE IT FURTHER RESOLVED, that the City notify residents of this designation by
following the requirements of Minn. Stat. § 205.16.

ADOPTED by the City Council of the City of Spring Park this 3rd day of January, 2023.

CITY OF SPRING PARK

Approved:

Jerome P. Rockvam, Mayor

Attest:

Jamie Hoffman, City Clerk

Applicant's Approval of Extension of Deadline for City to Act

Conditional use permit applications for hotel use, restaurant use, and accessory dining use for the Yacht Club property located at 4165 Shoreline Drive are currently pending before the City. With the understanding that the applications will go before the City Planning Commission for reopened public hearing on January 11, 2023 following notice of hearing to the Minnesota Department of Natural Resources pursuant to Section 42-142(3) of the Spring Park Zoning Code, Applicant submits this approval of extension of deadline for the City to act on Applicant's conditional use permit applications pursuant to Minn. Stat. § 15.99. Applicant agrees to extend the deadline for the City to act on Applicant's conditional use permit applications until January 31, 2023.

Applicant Signature: 
Kelly Olset, CEO, Yachtzee Holdings LLC

Date: 12/22/2022