



# City of Oak Park Heights

Tree City USA

Second Quarter 2014 Newsletter

## Inside this issue:

Home Improvement Program	2
Frozen Water Piles	3
Utility Bill Information	4
Arborist News	5
St. Croix River Crossing Update	6
Garbage and Recycling	7
Road Construction Update	8
Pet Owner Reminders	9
Business and Development News	10
Deck Safety Information	11
Code Red Notification System	13
Notes from Public Works	14
Summer Park Program Schedule	15
Park Shelter Reservations	16

## OAK PARK HEIGHTS SPRING CLEAN-UP DAY

Saturday, May 3, 2014, 7:30 a.m. to 1:00 p.m.

The City of Oak Park Heights will be hosting a Spring Clean-up on Saturday, May 3, 2014 from 7:30 a.m. to 1:00 p.m. This date was incorrectly marked in the Oak Park Heights city calendar that was mailed to you in January. Please use the sticker to mark your calendar with the correct date. We are sorry for any inconvenience the error may have caused.

May 3, 2014  
Spring Clean-up  
Day!  
7:30 a.m.  
to 1 p.m.

The Clean-up will be in the southwest corner of the former St. Croix Mall (Andersen Corporation) parking lot, 14167 59th Street North in Oak Park Heights. Proof of residency such as a utility bill or driver's license will be required. Common items disposed of include appliances, brush, construction materials, furniture, cardboard, scrap metal, carpet, TVs, and computers.

Hazardous waste (such as paints, stains, oil, gas, pesticides, or other chemicals from your home), tires, stumps, and firewood will not be accepted at the City's event. The Washington County Environmental Center will be hosting a one-day hazardous waste collection and document shredding service for all Washington County residents at the Lily Lake Ice Arena on Saturday, May 17 from 8:00 a.m. to 2:00 p.m. For more information about that event and what types of items will be accepted, contact Washington County at 651-430-6655

\*\*\*The City will be collecting items for the local food shelf. Please bring non-perishable food items for collection at the event. You are not required to make a donation to participate in the Clean-up event.\*\*\*

If you have any questions about Spring Clean-up Day, please call City Hall at 651-439-4439 or Advanced Disposal at 651-459-3029.

**The City of Oak Park Heights is on Facebook!**



"Like" the City's Facebook page at:  
<https://www.facebook.com/pages/City-of-Oak-Park-Heights/501816333214972>  
to receive up-to-date information on events, meetings, programs, and city news.

## Washington County Home Improvement Program assists low-income homeowners

Washington County offers low-income homeowners the opportunity to repair or improve their home with a no-interest deferred loan. The Washington County Owner Occupied Rehabilitation Loan Program is money set aside by Washington County to aid in improving homes within the county, specifically homes that are in need of repair. (All communities are participating except Marine on St. Croix, Grey Cloud Island Township, and the City of Woodbury.)

Loans can be made up to \$18,000 and have no monthly payments or interest. The full loan amount will become due when the homeowner sells, transfers title, refinance for cash or no longer occupies the property as their primary residence. The program identifies hazards in the home directly effecting building code, safety, habitability or energy consumption.

To be eligible for the program, the home must have been purchased and owner-occupied for a minimum of one year. Single-family detached homes are eligible for interior and exterior improvements. Condominiums, townhouses, and duplexes are eligible for interior improvements only. Mobile homes are not eligible, nor is any property located in a flood zone. The estimated market value of the home must be at or below \$239,250 as listed on the current year's Washington County Property Tax Statement.

Income and asset restrictions apply. Household gross annual income cannot exceed 80% of the Area Median Income as determined by the U. S. Department of Housing and Urban Development, adjusted by household size. The following table provides income limits by household size for the current year.

<u>Household Size:</u>	<u>80% Area Median Income</u>
1	\$44,750
2	\$51,150
3	\$57,550
4	\$63,900
5	\$69,050
6	\$74,150
7	\$79,250
8	\$84,350

The loan program is administered on behalf of the county by the Greater Metropolitan Housing Corporation. For more information contact:

**Greater Metropolitan Housing Corporation**  
 Housing Resource Center – North & East Metro  
 1170 Lepak Court  
 Shoreview, MN 55126  
 Phone: (651) 486-7401

## Frozen water pipes

Some private water service lines have been impacted by deeper than normal frost levels. Your private line runs from your home to the main in the street. One solution is to run your cold water faucets fully open until flow rate returns to normal, and then you may need to keep a faucet at a constant trickle until warmer temps allow the frost level in the ground to recede. If you experienced a frozen water pipe, and you turned your water line on to prevent a reoccurrence, the City is asking you to carefully monitor the running of your faucets for both volume and duration as the City Council may consider rebates in the future.

To help prevent this from happening next winter, you can take easy and inexpensive steps to prevent the damage, expense, and inconvenience associated with freezing pipes and meters. Temperatures are colder along the floor and cement block wall of the basement than near the ceiling. Circulating the warmer air can help prevent frozen meters. In some homes, meters are in separate unheated rooms or boxes; open the doors to rooms or open a meter box to allow warmer air to circulate. Simply keeping your home and basement warm enough will help prevent freezing. In addition:

- Check along the foundation for areas where cold wind can enter the basement or a crawl space and plug them with insulation.
- Close off crawl space vents and doors.
- Replace broken or cracked basement windows or doors.
- Install a storm window or cover basement windows with weather insulation kits
- Make sure basement doors and windows close tightly.
- Seal or caulk cracks in the walls.
- Insulate pipes.
- **Don't forget to turn off the water supply and drain all outdoor faucets before temperatures drop for the season!**

---

## NLC Service Line Warranty Program

The City of Oak Park Heights has partnered with Service Line Warranties of America to offer the NLC Service Line Warranty Program to homeowners in Oak Park Heights. The NLC Service Line Warranty Program offers voluntary warranty protection at an affordable price for sewer lines in the event of a failure. The NLC Service Line Warranty Program offers protection against normal wear and tear, which is not covered under most traditional homeowners policies. If lines break, leak, or clog—Service Line Warranties of America will repair the line using local, licensed contractors who are familiar with local code and can ensure a timely response. This program provides up to \$4,000 in coverage with an additional allowance for public street or sidewalk cutting. Additionally, the program has no annual or lifetime limits, services fees, or deductibles—just protection when you need it most.

The program is offered at no cost to the City and no public funds are used to promote or administer the program. The program is entirely optional to homeowners in Oak Park Heights. To enroll, or to learn more about the program, please call 1-855-535-7141, Monday through Friday, 9:00 a.m. to 5:00 p.m., to speak with Service Line Warranties of America directly, or visit their website at [www.SLWofA.com](http://www.SLWofA.com).

## Go GREEN: Pay & View Oak Park Heights Utility Bills Online



We accept...



### Pay ONLINE

Go to [www.CityOfOakParkHeights.com](http://www.CityOfOakParkHeights.com)

1. Click "Pay Utility Bill"
2. You will go to our payment processor's website where you should register and make your payment

### Or CALL

**1-877-885-7968** (have your bill handy to provide your account number)

### View Bills Online

Go to [www.CityOfOakParkHeights.com](http://www.CityOfOakParkHeights.com)

1. Click "View Utility Bill"
2. You will go to our payment processor's website to register
3. You will get an email each time your bill is ready

*You don't have to pay online to view your bills online.*

### WHY?

*Help save natural resources by viewing and paying online.*

- Easy, fast and secure
- Pay immediately, schedule a payment or set up Auto-Pay
- Keep costs down; opt out of paper bills
- Print receipts, view payment history and more



### City Meetings (subject to change)

#### City Council:

2nd and 4th Tuesdays at 7:00 p.m.

#### Planning Commission:

Typically the 2nd Thursday at 7:00 p.m.

#### Parks Commission:

3rd Monday at 6:30 p.m.

Agendas and Minutes are posted on the City's website:  
[www.cityofoakparkheights.com](http://www.cityofoakparkheights.com)

### First quarter 2014 utility bills

Utility bills for the first Quarter of 2014 (January 1 – March 31) will be mailed to residents in April and are due May 9, 2014 .



Auto pay is available. With auto pay, there is no need to waste time writing and mailing a check. Paying your utility bill electronically allows you to save time and money on stamps and late fees. The amount you owe on your utility bill is automatically withdrawn

from the account you designate on the billing due date each month. You will continue to receive your bill so that you know the date and amount to be withheld from your account.

If you are interested in participating, please call or stop by City Hall to obtain an enrollment form. The form is also available on the City's website, under City Information, Forms & Handouts. Call Judy Tetzlaff at City Hall, 651-439-4439, if you have questions.

## Tree City, USA 2013—Arbor Day Foundation

The City of Oak Park Heights has been approved to receive the Tree City USA award for their work with trees and tree planting, maintenance and education for 2013. Oak Park Heights has been a Tree City for 31 years!

### Oak Wilt and Dutch Elm Disease

DO NOT prune oak trees from April 1 to July 1 (high risk period for insect transmission of the oak wilt fungus). There is also a slight risk of oak wilt spread via insects to fresh wounds from July 1 to September 15. If oaks are pruned or wounded during the growing season, wounds should be painted immediately with latex house paint. It is best to prune oaks between October 15 and March 15. Currently wilting oaks and elms will be removed by a contractor hired by the City at no cost to the property owner. Contact the Oak Park Heights Arborist if you think you have diseased trees on your property.

### Emerald Ash Borer

Emerald ash borer (EAB) is present in Ramsey and Hennepin Counties, but has not yet been confirmed in Washington County. Check tree trunks and branches for “D-shaped” larval galleries. These galleries are under the bark, and the bark may be cracked open over the gallery and wound tissue. There may be a lot of woodpecker activity, particularly in the top half of the tree. The Minnesota Department of Agriculture website has images and symptoms of EAB. Their website can be found at: [www.mda.state.mn.us](http://www.mda.state.mn.us). Click on Plants/Pests, then Emerald Ash Borer.

If you see any signs of EAB activity, please contact the Oak Park Heights

Arborist, who is also a Minnesota Forest Pest First Detector. Do not move ash wood with intact bark from one area to another to avoid spreading EAB to new areas. If you would like information regarding insecticide injection to protect ash trees in your yard, contact the Oak Park Heights Arborist.

**Ash Removal and Replacement:** The City of Oak Park Heights is continuing to remove ash trees which are doing poorly, are interfering with power lines, competing with other trees, have storm damage, or are blocking sight lines along the street. If you have an ash tree that you think should be removed, contact the Oak Park Heights Arborist.

### Pruning trees

Ornamental and fruit trees are best pruned in late February or early March. There is no need to apply tree wound dressing or paint to wounds made in fall or winter. Do not prune trees during leaf expansion in May. \*\*\*Hire a tree service if pruning needs to be done on large shade trees.

### Tree Problems?

*If you are an Oak Park Heights resident, and have a problem with a tree or shrub, such as an insect or a disease, have planting questions, or just want to have a plant identified, call Dr. Kathy Widin, the Oak Park Heights Arborist, at 439-4439 Ext. 1106. She can either answer your question over the phone or make an appointment for a site visit. This service is paid for by the City of Oak Park Heights.*

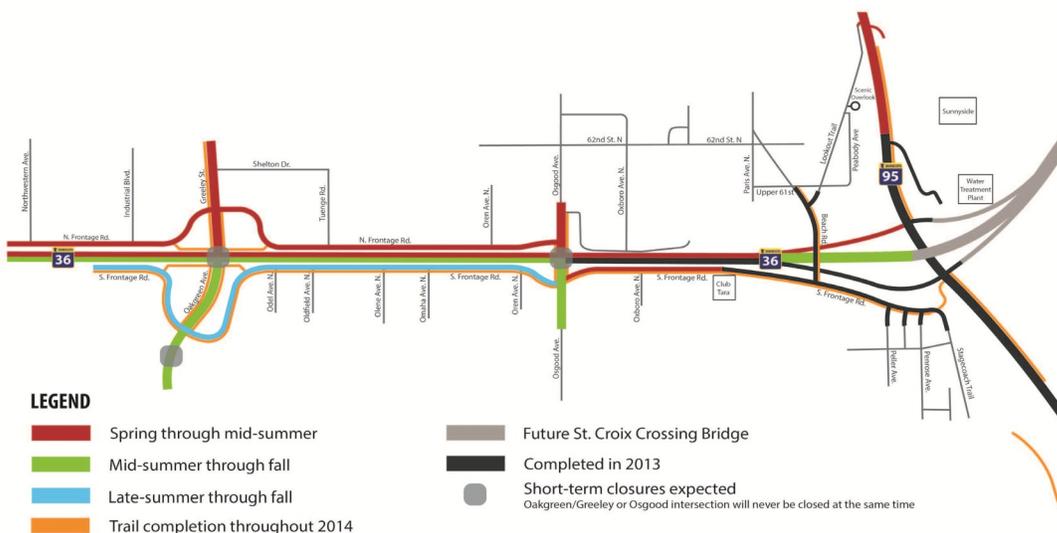


## St. Croix River Crossing Highway 36 & Highway 95 2014 Construction

- ◆ Phased construction on Highway 36, its frontage roads and the north end of Highway 95 are expected to begin sometime in April, weather permitting. (see map).
- ◆ Construction activities include utility installation, road reconstruction and trail construction.
- ◆ Short-term closures of some local roads and intersections are expected; however, Highway 36 and Highway 95 will remain open, and access to businesses and residences will be available at all times.
- ◆ Completed work includes safer access to frontage roads and a new alignment of the Oakgreen Ave/Greeley St and Highway 36 intersection.
- ◆ Some roadways completed in 2013 may need additional work requiring lane closures.
- ◆ All work on Highway 36 and Highway 95 is anticipated to be complete by the end of 2014.

### St. Croix Crossing Highway 36 & Highway 95 TENTATIVE 2014 Construction Phasing

As of March 2014



\* All scheduling is tentative and subject to change

#### For more information about the St. Croix Crossing Project:

Call the project hotline  
1-855-GO-CROIX  
1-855-(462-7649)

Visit the project website  
[www.mndot.gov/stcroixcrossing](http://www.mndot.gov/stcroixcrossing)

Stop by the project office  
1862 Greeley St. S.  
Stillwater, MN 55082

#### For more information:

Hotline: 1-855-GO-CROIX (1-855-462-7649)

Email: [stcroixcrossing.dot@state.mn.us](mailto:stcroixcrossing.dot@state.mn.us)

#### St. Croix Crossing Project Headquarters

1862 Greeley St. S.  
Stillwater, MN 55082

Visit [www.mndot.gov/stcroixcrossing](http://www.mndot.gov/stcroixcrossing) to sign up for weekly email updates.

## Streetlight out in your neighborhood?

Your help in identifying street lights that are not working is very important, as we rely solely on your notification assistance. Once City staff is aware of a light out, we contact Xcel Energy immediately to help make sure the light is repaired in a reasonable amount of time. Xcel Energy Streetlighting Department strives to repair outages within two business days of notification that the light is out or not working properly. To report a City street light out, please contact City Hall at 439-4439.

If possible, have the following information available:

- Property address and/or nearest cross street to where the light pole is located.
- Whether the light is located on a corner, midblock, or in a cul-de-sac.
- The nature of the problem (i.e. light is out, light is blinking, light is broken).

## Recycling incentive program

The City of Oak Park Heights has a recycling incentive program. The City awards a prize of \$25.00 or a fire extinguisher and/or smoke detector. Residents participating in curbside recycling are picked randomly twice a month.

Recycling benefits the environment in countless ways: it reduces the amount of natural resources used to make new products, it saves energy, it prevents water and air pollution including greenhouse gas emissions, and it reduces waste. This means that the simple act of recycling in your daily life provides significant protection for our environment and reduces global warming.

Thank you for recycling!

## What's included in trash pickup?

In addition to the typical garbage and recycling pickup, the City also covers the disposal of yard waste, large household items, and 'white-goods' such as televisions, refrigerators, couches, chairs, desks, water heaters, stoves, dishwashers, dryers, etc. for single family residences and complexes with four units or less in Oak Park Heights. In order to have these items picked up in a timely fashion, please contact Judy Tetzlaff at City Hall, 651-439-4439, at least two days prior to collection day so that the special truck may be dispatched to your home. If you receive a bill from Advanced Disposal for these additional services, please call the City Administrator at 651-439-4439 as most, if not all, of these items are covered under the City's contract, and you should not be billed.

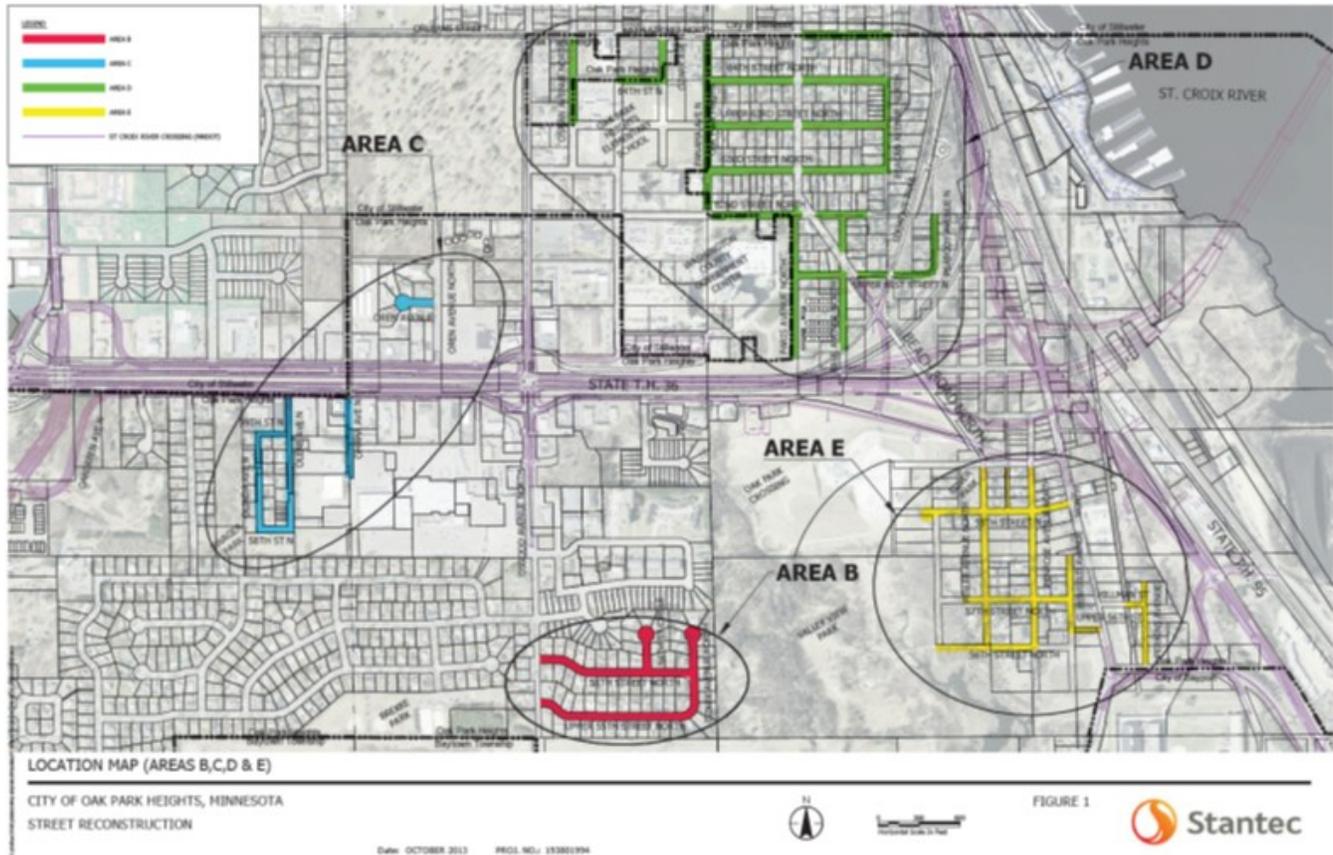
Some items are not included in your monthly fee are extra bags of garbage not placed in your container. The City's waste hauler, Advanced Disposal, will bill you \$1.50 per bag. Some other items that are picked up for a fee are sinks, toilets and construction debris. You will be billed by Advanced Disposal at a regulated rate as monitored by the City.

### REMINDER!!

Waste pick-up is every THURSDAY. Recycling pickup is every-other Thursday. However, if one of the six holidays—New Years Day, Memorial Day, Independence Day, Labor Day, Thanksgiving, and Christmas—falls on a weekday, collection may occur on FRIDAY of that week.

## Road construction update

In addition to the continuing roadwork related to the St. Croix River Crossing and Highway 36, the City too will be undertaking significant street reconstruction work in three areas of the City in 2014 – AREAS B, C & E as shown in the map below, with Area D in 2015. Many of these streets are 40+ years old and are in need of reconstruction as well as a replacement of the underground utilities that serve these areas. These Projects are anticipated to not widen any streets, will improve drainage, and will attempt to preserve trees.



The City's Street Reconstruction Fund (funded through general property taxes) will be paying for approximately 60 percent of the street costs with the balance of the street costs being directly assessed to the adjacent property owner. This assessment is estimated to be \$3,500 for the typical owner-occupied home or approximately \$37 per linear foot for a non-homestead property. Utility replacements and upgrades are being funded through the various Utility funds, which receives its funding from utility rate charges.

As with any major street reconstruction, there are expected to be some delays, dust, noise, etc. The City and its contractors will work hard to keep these disturbances to a minimum. It is expected that at all times vehicular access to homes shall be preserved. Should any questions or concerns arise, please contact Eric Johnson via phone at the City Hall at 651-439-4439 or by email at [eajohnson@cityfoakparkheights.com](mailto:eajohnson@cityfoakparkheights.com). Additional pre-construction neighborhood meetings will also be held. Impacted areas will be receiving direct mailings on these dates.

At the conclusion of the Project, the anticipated results are to be quieter and safer streets, reduced and better managed surface drainage, and more reliable public utilities for decades to come.

## Attention Pet Owners

### Leash Law Reminder

There have been reports of dogs not leashed and acting aggressively toward other walkers on City trails, specifically at the former Moelter Fly-Ash site. The City of Oak Park Heights has a leash law in effect that prohibits pets from running at large. Any dog or cat that is off the premises of the owner and not under the physical control (by leash or by voice) of the owner or another designated person is in violation of this Ordinance.

When you are out walking your pet, please remember to bring a plastic bag. Pet owners are required by City Ordinance to clean up pet waste on public and private property. Removal and proper disposal of pet waste helps keep our City clean and healthy.

### Pet Licenses

All dogs and cats in the City for more than 30 days are required to have a City Pet License. There is no charge for this service and it could save your pet from a trip to the animal shelter. Bring proof of your pet's rabies vaccination to City Hall to receive a pet license and tag. For more information, please call City Hall at 651-439-4439. City Ordinances can be viewed on the City's website: [www.cityofoakparkheights.com](http://www.cityofoakparkheights.com).

---

## Who's Who in City Government

The local government in the City of Oak Park Heights is made up of a City Council and a Mayor. The Mayor and four Councilmembers are elected to the Council by the residents of the City of Oak Park Heights. The Mayor and Councilmembers are elected at the general election held in November in even-numbered years. Officials are elected for a four-year term, but may be re-elected for any number of additional terms. The City Council meets the second and fourth Tuesdays of each month. The Council agenda is posted at City Hall and on the City's website. The public is welcome and invited to attend the meetings. Meetings are also broadcasted on local channel 16 and are posted to the City's website.

The Mayor and Councilmembers work closely with City staff and the City Administrator to ensure that the best interest of the citizens of Oak Park Heights always comes first. They strive to provide and promote a living environment with

quality public services and facilities while protecting and preserving the City's cultural, historical, and natural resources. The City Hall houses five departments: City Administration, Finance, Building, Public Works, and Police. The City contracts with other firms to provide legal services, planning services, engineering services, and forestry services. The City also contracts with Bayport Fire to provide fire services.

The City has developed the following core values: excellent and quality in the delivery of services; fiscal responsibility; ethics and integrity; treating citizens with respect as our customers; positive relations with the community; responsiveness; visionary leadership and planning.

Contact information for City Hall and the Mayor and Councilmembers can be found on the back of this newsletter.

## Will I need a building permit?

When planning your project, keep in mind that many projects require a building permit prior to the project starting.

Some common do-it yourself projects such as decks, porches, gazebos, fences, sheds, re-roofing, re-siding, new plumbing or heating or alterations to your existing services, window replacement, driveway replacement and parking pads typically require a permit to ensure compliance to adopted construction and local ordinance codes.

If you are hiring a contractor for your project, make sure they are licensed, have obtained a permit for the work you that you have hired them for, and that the inspections appropriate to your project are being scheduled while they are working.

Building permit applications and information on a variety of projects are available at City Hall and can also be found on the City webpage at

[www.cityofoakparkheights.com](http://www.cityofoakparkheights.com). If you don't find what you are looking for, let us know. We will do our best to get you the information you need.

You are encouraged to include a call or visit to the Building Official to discuss what may be needed to make your project safe but also compliant with adopted local ordinances and construction industry codes.

Please take the opportunity to utilize the Building Official and City Staff as another set of knowledgeable eyes on the projects and work being done on your property. It is the goal of the City to also make your project a success and we are here to help!

The City's Building Department may be reached at 651-439-4439. No question is too small! Our goal is to help make your project safe and successful!

## Oak Park Heights Local Business & Development News

### Welcome New Businesses:

ChromaLox Salon—13930 55th Street North  
 LiftBridge CrossFit—5525 Memorial Avenue North, Suite 1  
 Noodles and Company—13301 60th Street North  
 Stillwater Workhouse CrossFit—5610 Memorial Avenue North

### Coming Soon:

Elks #179—5880 Omaha Avenue North, Suite 2  
 Bridge Banquet Hall—5880 Omaha Avenue North, Suite 3  
 Luxury Nails—13323 60th Street North

## May is Deck Safety Month® A NADRA DECK SAFETY PROGRAM CONSUMER CHECKLIST

### Check Your Deck®

Protect your family and friends

#### √ *Split or decaying wood:*

-Check several different areas of the deck to be sure the wood is still sound. This includes the ledger board (where the deck attaches to the house and a common source of deck failure), support posts and joists under the deck (if you can reach them), deck boards, railings and stairs.

-Pay special attention to any areas that tend to remain damp, are regularly exposed to water, or are in contact with fasteners. Use a tool like an ice pick or a screwdriver to penetrate the wood surface. -If you can easily penetrate  $\frac{1}{4}$  -  $\frac{1}{2}$  inch, break off a sliver of wood without splinters, or the wood is soft and spongy, decay may be present.

-This is also a good time to look for small holes in the wood, which may indicate insects.

#### √ *Flashing:*

-Flashing is a metal or plastic guard that directs water out and away from sensitive areas. It's often installed where the deck and house come together, keeping moisture and debris from collecting between the house and the deck's ledger board. Be certain the flashing is sound and firmly in place. Consider adding or replacing flashing if you notice areas that are obviously allowing water to collect.

#### √ *Loose or corroded fasteners:*

-Fasteners include nails, screws or anchors in the ledger board. Tighten any loose fasteners, and pound in any nails that have popped up. (Note: The ledger board should not be fastened with only nails.)

-If a fastener appears rusted or corroded, consider replacing it. A corroded fastener can cause deterioration in surrounding wood.

-The deck or stairs should appear even without sagging and should not sway or move when tested.

#### √ *Railings and banisters:*

-These should be secure. Push on them to be sure there is no give.

-Also, check to be sure they are high enough (most codes require a 36" high railing and usually encourage 42" high railings) with rails no more than 4" inches apart (measured from the inside of the rails) to keep small children and pets from squeezing through. This is especially important the higher your deck is off the ground.

#### √ *Stairs:*

-Check any railings or handrails to be sure they are firmly held in place; check also the risers and stringers to be certain they are securely attached and not decayed.

-If the area behind the stair treads is open, this opening should be no more than 4" high.

-Also, always keep stair pathways clear of planters, décor, toys and other items that can present a tripping hazard.

#### √ *Cleaning and maintenance:*

-Clean away any leaves and debris, since these can be slippery and promote mildew.

-If mildew is present or the deck coating has worn away, make time to clean and apply a new waterproofing coating. It can help prevent the split, decayed wood and loosened fasteners mentioned earlier.

#### √ *Grills, fire pits, chimneys, heaters and candles:*

-These features can create a warm and cozy deck atmosphere, but make sure any source of fire or heat is safely placed away from flammable surfaces or that the deck surface is protected by a non-flammable pad.

-Always use caution and follow manufacturers' directions.

#### √ *Lighting and electrical:*

-Be sure all lighting is working; clean any light covers to allow maximum light to shine through, and trim any plants or tree limbs that may be blocking light.

-If you don't have adequate lighting, there are a lot of great new deck lighting products you could consider to illuminate your steps and pathways.

-Be sure all electrical outlets, appliances and features are up to code, in good condition, and childproof if children are present.

-Watch that any electrical cords do not present a tripping hazard.

#### √ *Outdoor Furniture & Storage:*

-Test all outdoor furniture to be sure it is sturdy. Avoid placing seating right at the edge of the deck. If you have a swing or hammock installed, test the chains and ropes to be sure they are secure. Consider installing childproof latches on any storage boxes and benches.

-Be sure to keep all deck related chemical products stored safely away from children, including BBQ lighter fluids, matches, cleaners, etc.

#### √ *Surrounding trees:*

-If you have trees overhanging your deck, make certain there is no danger of decaying limbs breaking free and falling from trees surrounding the deck.



Photo Courtesy of NADRA Member: Simpson Strong-Tie

## Permits required for some landscaping/yard projects

With spring around the corner you may be thinking about making some landscaping or yard improvement projects, such as a fence, driveway, parking pad or an outdoor irrigation system (lawn sprinkler). If so, keep in mind that some landscaping and yard projects require a permit by City Ordinance.

**Fences:** If you're planning on building a fence, contact the Inspections Department at City Hall to obtain a fence permit handout and to complete a permit application. As part of the permit application, you will prepare a site plan. Property lines must be verified prior to fence installation; if you have a property survey, please include a copy of it with your permit application. A fence permit is \$25 for fences four-feet and under in height. Permits for fences greater than four-feet in height are based upon the fence project cost. Both permits include a plan review to help reduce the likelihood of inconvenient and expensive, after-the-fact enforcement that occurs when fence installation inadvertently violates city ordinance requirements.

**Fact:** A properly placed fence will aid in preventing neighbor disputes.

**Irrigation Systems (Lawn Sprinklers):** A plumbing permit is required as these connections are made to your domestic water supply. As part of the permit application, you will need to provide information that provides details to the system you propose to install, along with a site plan that clearly shows the location of the system being installed. You may be required to submit a property survey if property lines and easements are not readily clear. An irrigation system permit is \$75 plus MN State Surcharge. A plan review is included in the permit to ensure code compliance. Upon installation, an inspection is required to ensure proper water supply connection and proper installation of backflow preventers to prevent contamination.

**Fact:** A common mistake is that sprinkler heads are placed at the curb line which typically is in the public right-of-way. These sprinkler heads are then destroyed by the snow plow; so always stay away from the City streets with sprinkler heads.

For more information on these types of permits or other projects you may have in mind, contact Building Official Julie Hultman at [jhultman@cityofoakparkheights.com](mailto:jhultman@cityofoakparkheights.com) or (651) 439-4439, Ext. 1105.

## Community playground build

The City of Oak Park Heights has received a grant to build a new playground at Swager Park! The City's Parks Commission has been meeting monthly to discuss the new playground plan and will be setting a date for a community build. We will need volunteers to help build the playground. Please check the City's Facebook page and website in the coming months for details on how you can be involved. This is an exciting opportunity to give back to the community you live in!

## CodeRED Notification System



The City of Oak Park Heights has started to use its ability to geographically target telephone, text and email messages to citizens through the use of the CodeRED high-speed notification solution.

To ensure your home address, phone number, text and email addresses are in the database, visit [www.cityofoakparkheights.com](http://www.cityofoakparkheights.com) and click on CodeRED. Those without personal Internet access may use the county library system computers or call 651-439-4723 Monday through Friday from 9am to 4pm. Required information includes a street address (physical address, no P.O. boxes) for location purposes and a primary phone number. To receive email and text messages, individuals will also need to enter these addresses. By entering a cell phone you will receive the notices even when away from your home so you may know if children or other persons at your residence may need assistance from you. Do NOT use your home phone number for a residence of another person such as parent, or a business.

This system enables emergency services to notify you if there are activities in your area you need to be aware of or to request your assistance in emergency situations. In an emergency you may be given a description to help locate a missing person, be notified of a potential danger in your area and what action you should take, along with other police or fire emergency information. You will not be notified just because the police or fire are in your neighborhood, you will only be notified if we need your assistance or to provide you safety information.

If you sign up for the **General Notifications** you may be told of non-emergency public works information such as water outages, and other city events and notices. MNDOT will be using CodeRED to provide notifications on road closures and other issues related to the St. Croix River Crossing Bridge Project.

Remember no system is perfect at all times. Do not rely on this if you feel you are in danger. Take appropriate action on your own, and do not wait for a notification. For more information on how the system works, how the message gets to you, and why you may not be notified in some incidents, please visit the City's website, click on CodeRED, and read through the FAQ section.

---

## City Ordinance requires house numbers

House numbers are required by the City's Zoning Ordinance. Not only is it important that delivery people be able to find your home, it is critical for emergency response groups, such as the police department, fire department, and emergency medical respondents to assist you as quickly as possible.

To make it easy to locate your home, your house numbers should be:

- A minimum of three inches in height;
- Made of durable, weather resistant material such as metal, glass, or plastic;
- A color that stands out against the house or background upon which they are placed;
- Easily and clearly seen from the street when approached from any direction (you may want to consider having the numbers coated with a reflective material for better visibility in the dark or locate them beneath a light source); and
- Attached to your home or a sign post that faces the street.

If your home does not have house numbers on it, make it a priority to get them put on today.

## Notes from Public Works

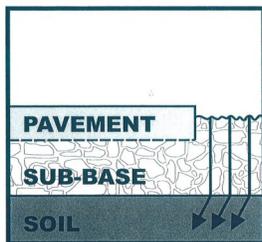
### Potholes

The Public Works Department is currently working to fill potholes on City streets. As it is early in the season, holes that have been patched will require a second or third visit because the freeze-thaw cycle prevents patches from staying in place.

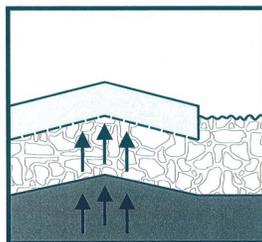
Potholes occur when snow and ice melt as part of seasonal freeze-thaw cycles. The resulting water then seeps beneath the pavement through cracks caused by the wear and tear of traffic. As the temperatures cool to freezing at night, the water becomes ice and expands below the pavement, forcing the pavement to rise. As the weight of traffic continues to pound on this raised section, and the temperatures once again rise above freezing, a shallow divot occurs under the surface and the pavement breaks, forming a pothole. A pothole is typically fixed by cleaning out the loose debris and filling it cold patch material—aggregate covered in emulsion.

The Public Works department will continue to patch potholes, and as the season brings warmer temperatures, the patches will begin to stay in place.

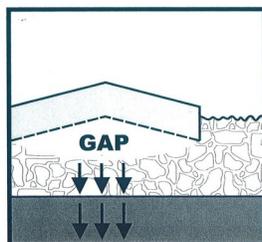
### Birth of a Pothole



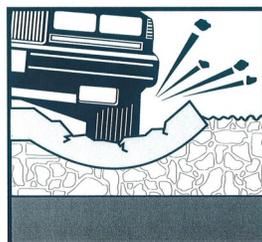
Potholes begin after snow or rain seeps into the soil below the road surface.



The moisture freezes when temperatures drop, causing the ground to expand and push the pavement up.



As temperatures rise, the ground returns to normal level but the pavement often remains raised. This creates a gap between the pavement and the ground below it.



When vehicles drive over this cavity, the pavement surface cracks and falls into the hollow space, leading to the birth of another pothole.

### Locate Requests

Remember to call before you dig. Call Gopher State One Call at (651) 454-0002 or visit the website: [www.gopherstateonecall.org](http://www.gopherstateonecall.org). Calling for a locate request is easy and takes less than five minutes of your time. After the initial locate request utilities have 48 hours to locate underground infrastructure.

Underground utilities are marked with paint and flags and are universally color coordinated to represent respective utilities.

APWA UNIFORM COLOR CODE	
	WHITE - Proposed Excavation
	PINK - Temporary Survey Markings
	RED - Electric Power Lines, Cables, Conduit and Lighting Cables
	YELLOW - Gas, Oil, Steam, Petroleum or Gaseous Materials
	ORANGE - Communication, Alarm or Signal Lines, Cables or Conduit
	BLUE - Potable Water
	PURPLE - Reclaimed Water, Irrigation and Slurry Lines
	GREEN - Sewers and Drain Lines

### Spring Street Sweeping

Spring street sweeping begins when all snow is melted and temperatures remain warm enough to prevent the water lines on the sweeping equipment from freezing. Sweeping will likely begin in early April this year.

### Hydrant Flushing

Each year the City of Oak Park Heights inspects all City hydrants by operating them. In years past the City performed this activity in the spring of each year, but for the last several years hydrant flushing occurred in the fall. Although some dead lines are flushed in the spring, the City will continue with the fall hydrant flushing program. All city hydrants will be inspected and flushed in the fall of 2014.

To contact public works during non-business hours and for emergencies only, you may call the emergency phone line (651) 485-2304.

**CLIP AND SAVE!**  
**2014 Summer Park Activities Schedule**

All events are free! Look over the following schedule, and mark the dates on your calendar. Please check the City's website for further updates on summer programming in the parks.

All ages are welcome to attend the activities. Children under six must be accompanied by an adult. Pre-registration is appreciated for the craft activities. E-mail Gina at [gzeuli@q.com](mailto:gzeuli@q.com) with number and ages of children attending.

- May 30: Stillwater Area High School Band Outdoor Concert: Autumn Hills Park, 5 p.m. – 7:30 p.m.
- June 10: Playful City Playday – Sand Art/Cookie Decorating: Oak Park Crossing Park, 10 a.m. – 12 p.m.
- June 17: Craft in the Park – Crayon Art: Valley View Park, 10 a.m. – 12 p.m.
- June 24: Minnesota Raptor Center Presentation: Autumn Hills Park, 10 a.m. – 12 p.m.
- June 26: Family Movie in the Park: Autumn Hills Park. Movie begins at dark. Popcorn/beverages available for purchase.
- July 1: Craft in the Park – Painting Ceramic Banks: Brekke Park, 10 a.m. – 12 p.m.
- July 8: Family Bingo, play for candy and prizes: Brekke Park, 10 a.m. – 12 p.m.
- July 15: Minnesota Zoomobile Animal presentation: Autumn Hills Park, 10:30 a.m. – 12 p.m.
- July 22: Craft in the Park – Decoupage and Chalkboard painting: Brekke Park, 10 a.m. – 12 p.m.
- July 24: Family Movie in the Park: Autumn Hills Park. Movie begins at dark. Popcorn/beverages available for purchase.
- July 29: Magic Performance and Balloon Twisting: Autumn Hills Park, 10:30 a.m. – 12 p.m.
- August 5: Craft in the Park – pillowcase/shirt/bag decorating: Autumn Hills Park, 10 a.m. – 12 p.m.
- August 12: Mad Science Presentation: Autumn Hills Park, 10:30 a.m. – 12 p.m.
- August 19: Craft in the Park – stepping stones: Brekke Park, 10 a.m. – 12 p.m.
- August 21: Family Movie in the Park: Autumn Hills Park. Movie begins at dark. Popcorn/beverages available for purchase.
- August 26: Craft in the Park – plants and planters: Autumn Hills Park, 10 a.m. – 12 p.m.
- September 7: Party in the Park: Brekke Park, 1 p.m. – 3 p.m. Join us for free food, fun, and prizes.

# City of Oak Park Heights

14168 Oak Park Blvd N, Box 2007  
Oak Park Heights, MN 55082-2007

Presorted  
Standard  
U.S. Postage  
PAID  
Twin Cities, MN  
Permit No. 90100

## City of Oak Park Heights

14168 Oak Park Blvd. N.  
PO Box 2007  
Oak Park Heights, MN 55082  
Phone: 651-439-4439  
Fax: 651-439-0574

Police non-emergency: 651-439-4723  
Police Emergency: 911

Office Hours:  
Monday through Friday  
8:00 a.m. to 4:30 p.m.  
excluding legal holidays

MAYOR  
Mary McComber: 351-7879

COUNCILMEMBERS  
Chuck Dougherty: 491-0419  
Mike Liljegren: 351-2742  
Mike Runk: 439-5458  
Mark Swenson: 270-5385

CITY ADMINISTRATOR  
Eric Johnson

Visit our Website!  
[www.cityofoakparkheights.com](http://www.cityofoakparkheights.com)

*The Oak Park Heights  
newsletter  
is published by the City  
of Oak Park Heights.  
Comments are welcome.  
651-439-4439*

## City of Oak Park Heights

Second Quarter 2014 Newsletter

### Reserve a City Park Shelter

Are you thinking about having a get-together or a family reunion? The Brekke, Cover, Valley View, and Autumn Hills Park shelter buildings can be reserved free of charge for your event. The Autumn Hills Park Shelter does require a refundable \$100 deposit. Oak Park Heights typically opens the park shelters by Memorial Day weekend.

Brekke Park is located on Omar Avenue south of the former St. Croix Mall. The park has a covered shelter building with restrooms as well as a tot lot, baseball diamonds, playground equipment, and barbeque grills.

Valley View Park is located on Osgood Avenue at the edge of the city limits. This park has a covered shelter building, picnic areas, play-grounds and a beautiful passive park area with trails, a prairie restoration area and wetlands.

Autumn Hills Park is located at 5697 Norwich Parkway off of 58th Street adjacent to the Boutwells Landing campus. The park contains meandering trails, trail access parking, and playground equipment. It has a 2,000+ square foot shelter, which includes a covered gathering area with a small kitchen/serving area, men's and women's restrooms, and a water fountain.

You may use the City's online reservation form to reserve either the Brekke Park or Valley View Park shelters. You may obtain the Autumn Hills Park Shelter reservation documents and information online as well. Or, you may call or visit City Hall anytime to reserve any of the shelters for your next event!