



CITY OF SPRING PARK  
CITY COUNCIL AGENDA  
MAY 17, 2021 – 7:00 PM  
SPRING PARK CITY HALL

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ADOPT MEETING AGENDA
4. ADOPT CONSENT AGENDA\*
  - a. Approve Regular City Council Meeting Minutes from May 3, 2021
  - b. R3/C3 Dock Permits
  - c. Back Channel Brewing Co. Special Event Application
    - i. Artimer
    - ii. Bladerade Jam
    - iii. Fast and the Beerious
5. PUBLIC FORUM\*\*
6. PRESENTATIONS & GUEST SPEAKERS
7. PUBLIC HEARINGS
8. PETITIONS, REQUESTS, & APPLICATIONS
9. ORDINANCES & RESOLUTIONS
10. REPORTS OF OFFICERS AND COMMITTEES
  - a. Mayor & Council
    - i. Public Works Discussion
  - b. City Staff
  - c. Contract Staff
11. NEW BUSINESS & COMMUNICATIONS
12. CLAIMS FOR PAYMENT
  - a. May 17, 2021 Claims
13. UPCOMING MEETINGS & TRAINING
  - a. May 26 – LMCD Work Session followed by Regular Meeting – 6:00 PM
  - b. June 7 – Regular City Council Meeting – 7:00 PM
  - c. June 9 – Planning Commission Meeting – 6:00 PM
14. MISCELLANEOUS (INFORMATION ONLY)
15. 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 Forum 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  
MAY 3, 2021 – 7:00 PM  
SPRING PARK CITY HALL

1. CALL TO ORDER

The following Council Members were present: Jerome P. Rockvam, Mark Chase, Jeff Hoffman, Pamela Horton, and Gary Hughes. Mayor Rockvam chaired the meeting.

2. PLEDGE OF ALLEGIANCE

Rockvam led the audience in the Pledge of Allegiance.

3. ADOPT MEETING AGENDA

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

4. ADOPT CONSENT AGENDA

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

- a. Approve City Council Work Session Meeting Minutes from April 19, 2021
- b. Approve Regular City Council Meeting Minutes from April 19, 2021

On vote being taken, the motion was unanimously approved.

5. PUBLIC FORUM - none

6. PRESENTATIONS & GUEST SPEAKERS - none

7. PUBLIC HEARINGS – none

8. PETITIONS, REQUESTS, & APPLICATIONS

- a. Skingeivity Spa & Massage Establishment – Lakeview Lofts Commercial Space
  - i. Council Action Required: Establishment License

Council Member Horton motioned, being seconded by Council Member Hughes to approve the Spa Establishment License to Skingeivity Med Spa. On vote being taken, the motion was unanimously approved contingent on satisfactory background checks.

- ii. Council Action Required: Certificates to Practice

Council Member Rockvam motioned, being seconded by Council Member Hoffman to approve the Certificate to Practice to Nicholas Koenig, Benjamin Stein, and Laura Cady. On vote being taken, the motion was unanimously approved contingent on satisfactory background checks.

9. ORDINANCES & RESOLUTIONS - none

10. REPORTS OF OFFICERS AND COMMITTEES

- a. Mayor & Council
  - i. Public Works Discussion

Mayor Rockvam asked if Council Members were ready to vote on the public works item and consensus was yes with some discussion.

Mayor Rockvam motioned, being seconded by Council Member Hoffman to approve the Orono Public Works proposal without the utility billing and snow removal options and direct staff to finalize the contract specific for review at the May 17<sup>th</sup> Council meeting.

Chris McMillen with PeopleService referred to the cost comparison numbers and stated he feels they are fictitious numbers. He stated it does not cost the taxpayers of the City of Spring Park \$20,000 for turnover. If you post the position, do the interviewing and training yes but PeopleService does all that. The facts are you are looking to increase the expense to the taxpayers to partner with a city that had little interest five years ago to help this city. He stated PeopleService did have staff turnover the first two years and it was inconvenient however through our process and procedures we have a deep bench that can take over if Shawn were to leave. Our institutional knowledge found five inoperable fire hydrants when we first took over so if we are going to play with numbers, I would like to submit a \$500,000 industry knowledge credit for PeopleService, (\$100,000 per fire hydrant). He stated you are at risk for partnering with a city who made it clear that under a dual emergency they will look at multiple factors, meaning you will not be the priority. He stated he looked forward to the vote and regardless how it goes he wished the city the best.

Steven Erickson, 4367 Shoreline Drive, stated his wife and himself have read over the City of Orono proposal several times and feel the extra costs being talked about are not justified. They are opposed to the City of Orono and does not understand why they were the only proposal. He feels it gives Orono too much control over Spring Park. He also asked about the computer software and asked if we would have to upgrade to meet Orono's demand. Tolsma stated it is a cloud-based software so we would not have to upgrade. It is an operating tool where they can upload our infrastructure information when they are out in the field. Both PeopleService and Orono offered comparable software. Erickson stated he is a lifelong resident and not a fan of Orono.

Hoffman clarified the cost difference is \$40,869 and asked what budget will that \$40,869 come from. Tolsma stated currently it is allocated one third out of general, one third out of water, and one third out of sewer. Hoffman asked if we had a rough idea on what the increase and the general impact would be to citizens. Further discussion was had, and it was determined there would roughly be a 2.7 percent total increase to the enterprise fund.

Tolsma stated McMillen is correct that we do not have direct costs related to advertising or the process of hiring. The number in the comparison is related to lost productivity and other staff time for training. He stated it requires a lot of his time when there is turnover and the number is not fictitious, it is based on one third of that person's salary.

Horton stated she would like to read a letter from Jeff and Sharon Gleason, 3940 Shoreline Drive. Horton read the letter stating they are in favor of PeopleService regarding the maintenance contract renewal.

Hughes asked to have a letter from Lord Fletcher's read. Rockvam read an e-mail regarding a sewer backup at Lord Fletcher's restaurant. The letter stated the PeopleService employee knew nothing about the property when he tried to fix the issue. He stated unfortunately they had to close the restaurant and lost \$20,000. The next day Orono came out with their sewer equipment and had the knowledge and right equipment to take care of the issue. The e-mail stated they did not have a lot of faith in PeopleService.

Rockvam stated Spring Park is unique, we have a small land mass and population of around 1800 but the thing that makes it unique is the several businesses. He said the point he is getting at is when you end up in a situation where you are closing businesses it is a disaster. He stated going with Orono would be like having an insurance policy. The value in the knowledge and equipment of Orono is in his view like buying an insurance policy.

Hughes stated he was most concerned with the billing services but after hearing from Lord Fletcher's he is most concerned about the service of PeopleService and future incidents they might not be able to handle. Some discussion was had on the billing service and keeping it in house.

McMillen stated he would like to comment on the Lord Fletcher's incident. He stated PeopleService did not drop the ball, they called three different jetting companies, but they were all unavailable. He stated a maintained system does not normally have issues. Further discussion was had on the backups and Fletcher's not being fully open playing a part in the issue. Tolsma stated normally we coordinate and do the jetting at the same time, but Lord Fletcher's does pay for their portion.

On role call vote being taken, the motion failed by a two to three vote with Chase, Hoffman, and Horton voting no.

Discussion was had on options moving forward and if there are other vendors that can be investigated. McMillen stated if Spring Park is exploring other option they would have to terminate by the end of the month. He said the contract automatically kicks over but if they do not have another vendor by the end of September, they would have no service. Further discussion was had on their options and the timeframe. Horton stated the timeline is too short and is comfortable renewing with PeopleService. Chase stated he would like to look at a three-year contract with PeopleService.

Rockvam asked the council what the issue was with Orono. Horton stated it was the dollar amount and appreciated receiving a phone call and a letter from citizens that are concerned. No other comments were made other than if time permits look at other options.

b. City Staff

Tolsma handed out the dock expansion application for Backchannel Brewery. The LMCD is requesting feedback by May 7<sup>th</sup>. If council has any comments that they want to send to the LMCD, Tolsma will compile the comments and send to the LMCD. Discussion was had and if the consensus still holds that they are in favor he would state that to the Lake Minnetonka Conservation District.

c. Contract Staff - none

11. NEW BUSINESS & COMMUNICATIONS – none

12. CLAIMS FOR PAYMENT

a. May 3, 2021 Claims

Council Member Horton motioned, being seconded by Council Member Chase to approve claims for payment that have been submitted. On vote being taken, the motion was unanimously approved.

13. UPCOMING MEETINGS & TRAINING

- a. May 12 – Planning Commission Meeting – 6:00 PM
- b. May 12 – LMCD Work Session followed by Regular Meeting – 6:00 PM
- c. May 17 – City Council Work Session – 6:00 PM
- d. May 17 – Regular City Council Meeting – 7:00 PM

14. MISCELLANEOUS (INFORMATION ONLY)

- a. Mound Fire Department – March Report

15. ADJOURNMENT

There being no further discussion, Hughes motioned, being seconded by Hoffman to adjourn the meeting at 7:59 p.m. On vote being taken, the motion was unanimously approved.

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Jennifer Nelson, City Clerk

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Dan Tolsma, City Administrator



## STAFF MEMO

## R-3 &amp; C-3 ANNUAL DOCK PERMITS

1. **BACKGROUND:** The Spring Park City Code allows owners in the R-3 and C-3 districts to rent dock space to non-residents of the property if the owner first obtains a permit from the City and meets certain conditions. The annual fee for the permit is \$200. All five of the currently permitted R-3 and C-3 docks in the City were sent renewal information. In addition to the dock renewal application, all applicants are sent the City's code language as it relates to R-3/C-3 dock usage in Spring Park.
2. **DISCUSSION:** City staff received the required application materials for R-3 and C-3 Dock permits from Minnetonka Edgewater Apartments, Presbyterian Homes (C-3), Bayview Apartments, Park Island/Park Island West Apartments, and Lord Fletcher's Apartments.

All applicants have returned the following required materials for issuance of a permit:

- Complete & signed dock permit application
- Site plans showing required parking, rest room facilities, and trash receptacle areas.
- All required permit fees

City staff will be conducting dock site visits to verify the information provided on applications regarding parking, rest room facilities, and trash receptacle areas for boat slip guests. The LMCD has also confirmed that all applicant properties have current multiple dock licenses.

Furthermore, staff contacted the Orono Police Department to receive a log of any complaint calls specific to dock usage at the applicant properties. Orono Police responded that no complaints were reported in the past 12 months specific to dock usage.

3. **FINANCIAL CONSIDERATIONS:** All required dock permitting fees have been received.
4. **RECOMMENDATION:** Approve the 2021 R-3 and C-3 Dock Permits for Minnetonka Edgewater Apartments, Presbyterian Homes, Bayview Apartments, Park Island/Park Island West Apartments, and Lord Fletcher's Apartments.



## STAFF MEMO

BACK CHANNEL BREWING CO.  
SPECIAL EVENT – ARTIMER MARKETS  
WEDNESDAYS – 5/26, 6/30, 7/28, 8/25

1. **BACKGROUND:** Back Channel Brewery’s “Artimer Markets” began in 2018 after a conditional use permit (CUP) was approved by resolution of the City Council on April 16, 2018. A special event permit application is necessary for any event that deviates from their approved CUP including hours, outdoor music or alcohol.
  
2. **DISCUSSION:** Back Channel Brewery has submitted applications for special events held in conjunction with their artisan/farmers market on the last Wednesday of the month from May through August. The events are scheduled from 5:00p to 8:00p and are proposed to include outdoor live music from 5:00p to 8:00p and would also allow for patrons to have alcoholic beverages in the market area.  
  
A list of draft conditions is attached for Council review. Both Police and Fire have reviewed the application and have given their consent with no additional comments.
  
3. **FINANCIAL CONSIDERATIONS:** All required fees have been received.
  
4. **RECOMMENDATION:** Approve Special Event Application No. 21-03 and Temporary On-Sale Liquor Licenses for Back Channel Brewery for events on May 26, June 30, July 28, and August 25, 2021 with the attached list of conditions.



## FINAL CONDITIONS

BACK CHANNEL BREWING CO.  
SPECIAL EVENT – ARTIMER MARKETS  
WEDNESDAYS – 5/26, 6/30, 7/28, 8/25

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### SPECIAL EVENT CONDITIONS

1. Event organizer must obtain a one day temporary on-sale liquor license from the Minnesota Department of Alcohol & Gambling Division.
2. Any alcoholic beverages being taken outside of the principal building shall be limited to a defined area that must be demarcated with barriers. At no point shall any alcoholic beverages be allowed outside of the demarcated outdoor area or the principal building.
3. Live music (including music played by a DJ) will be permitted between the hours of 5:00 pm and 8:00 pm. Additionally, all noise shall comply with section 18-122 of the Spring Park City Code. In the event of legitimate complaints made to the Orono Police Department, Back Channel Brewing shall be required to comply with any and all recommendations made by the Orono Police Department to bring the noise levels into compliance.
4. The event organizer must send notice of the event to all properties within 350 feet of the Brewery. The City will provide the event organizer with a list of properties to be notified.
5. Any additional conditions recommended by the Mound Fire Department and the Orono Police Department shall be complied with.

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STAFF MEMO

BACK CHANNEL BREWING  
BLADERADE JAM SPECIAL EVENT  
SATURDAY, JULY 24<sup>TH</sup>

1. **BACKGROUND:** Back Channel Brewery is requesting a permit for a special event to be held on Saturday, July 24<sup>th</sup>. The event is scheduled from 3:00 p.m. to 9:00 p.m. The event will include outdoor music and will allow for patrons to have alcoholic beverages in a defined area of the south parking lot which will be demarcated with barriers.
2. **DISCUSSION:** The request for outdoor alcohol requires a special event application and a one-day temporary on-sale license that should be included in the motion if approved by the Council.

A list of draft conditions is attached for Council review. The event organizers will need to coordinate with the Mound Fire Department and Orono Police Department prior to the event to ensure that all necessary safety precautions have been taken.

3. **FINANCIAL CONSIDERATIONS:** All required permit fees have been received.
4. **RECOMMENDED ACTION:** By Motion: Approve Special Event Application No. 21-05 and Temporary On-Sale Liquor License for Back Channel Brewery for an event on Saturday, July 24, 2021 with the attached list of conditions.



## FINAL CONDITIONS

BACK CHANNEL BREWING  
BLADERADE JAM EVENT  
SATURDAY, JULY 24<sup>TH</sup>

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### SPECIAL EVENT CONDITIONS

1. Event organizer must obtain a one-day temporary on-sale liquor license from the Minnesota Department of Public Safety, Alcohol & Gambling Enforcement Division.
2. Any alcoholic beverages being sold or taken outside of the principal building shall be limited to confines of the defined outdoor area consistent with the approved site plan that must be demarcated with barriers. At no point shall any alcoholic beverages be allowed outside of the demarcated outdoor area or the principal building and patio area.
3. Any and all temporary entrances to the outdoor area must be staffed by a designated ID monitor.
4. All mobile food units operating at the event must be licensed by the City of Spring Park.
5. Any additional conditions recommended by the Mound Fire Department and the Orono Police Department shall be complied with.



## STAFF MEMO

BACK CHANNEL BREWERY  
SPECIAL EVENT  
THURSDAY, AUGUST 12TH

1. **BACKGROUND:** Back Channel Brewery is requesting a permit for a special event to be held on Thursday, August 12<sup>th</sup>. The Fast and the Beerious is an event that is scheduled from 5:00 p.m. to 8:00 p.m. and is a European car show. The event will not include outdoor music or amplified sound but will allow for patrons to have alcoholic beverages in a defined area of the north parking lot which will be demarcated with barriers. The site plan of the event in the north parking lot is the same as their previous summer car shows.
2. **DISCUSSION:** The request for outdoor alcohol requires a special event application and a one-day temporary on-sale license that should be included in the motion if approved by the Council.  
  
A list of draft conditions is attached for Council review. The event organizers will need to coordinate with the Mound Fire Department and Orono Police Department prior to the event to ensure that all necessary safety precautions have been taken.
3. **FINANCIAL CONSIDERATIONS:** All required permit fees have been received.
4. **RECOMMENDED ACTION:** By Motion: Approve Special Event Application No. 21-06 and Temporary On-Sale Liquor License for Back Channel Brewery for an event on Thursday, August 12, 2021 with the attached list of conditions.



## FINAL CONDITIONS

BACK CHANNEL BREWING  
FAST AND THE BEERIOUS  
THURSDAY, AUGUST 12<sup>TH</sup>

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### SPECIAL EVENT CONDITIONS

1. Event organizer must obtain a one-day temporary on-sale liquor license from the Minnesota Department of Public Safety, Alcohol & Gambling Enforcement Division.
2. Any alcoholic beverages being sold or taken outside of the principal building shall be limited to confines of the defined outdoor area consistent with the approved site plan that must be demarcated with barriers. At no point shall any alcoholic beverages be allowed outside of the demarcated outdoor area or the principal building and patio area.
3. Any and all temporary entrances to the outdoor area must be staffed by a designated ID monitor.
4. All mobile food units operating at the event must be licensed by the City of Spring Park.
5. Any additional conditions recommended by the Mound Fire Department and the Orono Police Department shall be complied with.



## STAFF MEMO

PUBLIC WORKS DISCUSSION &  
OPTIONS

1. **BACKGROUND:** At the May 3<sup>rd</sup> City Council meeting a motion to approve the Orono public works proposal failed on a 3-2 vote. The Council discussed next steps and asked staff to provide a list of options for the Council to move forward with.

2. **DISCUSSION:**

**Option 1—Renew PeopleService Contract:** Approve the proposed contract as presented with a 5-year term that would expire 8/31/2026. If the City chooses not to renew, the terms of the current contract specify that the City must notify PeopleService of our intent to terminate the contract before Thursday, June 3<sup>rd</sup> 2021.

**Option 2—Automatic PeopleService Rollover:** If no action is taken by the Council the terms of the current agreement state that the contract will automatically renew for a 1-year increment, which would cover services until 8/31/2022. It should be noted that PeopleService have suggested that they would move to terminate the contract if the City pursued this option.

**Option 3—Alternate Public Works:** In discussions with the City of Mound following the most recent Council meeting, their City Manager noted that it would be highly unlikely that they would be able to provide a contract with a similar scope of coverage at a price point equal to or lower than the Orono proposal. Based on rough estimates and personnel assumptions Eric believed that a more realistic proposal from Mound would be approximately \$20,000 higher than Orono's proposal.

**Option 4—Reconsider Orono Public Works:** Finally, the Council could reconsider the Orono public works proposal. Due to generally established parliamentary rules of order, this could only be accomplished if one of the dissenting voters on the May 3<sup>rd</sup> motion (Chase, Hoffman, or Horton) were to make a motion for reconsideration of the proposal.

PeopleService		City of Orono
<b>Estimated Annual Base Service Costs</b>		
Base Proposal Cost	\$89,460	\$191,000
Banners/Flags/Decorations	\$11,932	Included
Sewer Jetting/Televising	\$20,883	Included
Minor Street Maintenance	\$2,424	Included
Street Sweeping	\$4,432	Included
Engineering (Limited in Scope)	\$10,000	Orono performs limited engineering in-house and would perform the same scope of services for Spring Park. Significant capital projects (i.e. road reconstruction, replacement of utilities, etc.) would still require the use of the City's primary engineering firm. (Estimated Annual Savings +/- \$10,000)
<b>Estimated Annual Emergency Service Costs</b>		
Emergency Watermain Break (2 per year on average)	PeopleService notifies a contractor of the break. The Contractor performs excavation, pipe repair, debris haul away, and restoration. Average cost is roughly \$13,500 per break. \$27,000 Annually	Process is similar, although Orono helps with hauling away of debris, which would result in savings of +/- \$2,500 per incident. (Estimated Annual Savings +/- \$5,000) \$22,000 Annually
Emergency Curb Stop Dig (1-2 per year on average)	PeopleService relies exclusively on contractors to perform these services. Costs average roughly \$3,000 per dig, but can vary significantly depending on the difficulty of the job. \$4,500 Annually	Orono would perform these as part of the covered services. (Estimated Annual Savings +/- \$4,500) Included
Storm Debris & Park Clean up (1 per year on average)	Storm clean-up is typically a joint effort performed by Shawn and contractors as needed. It is not a significant cost for the City overall. \$1,500 Annually	Orono would perform storm clean-up as part of the covered services. (Estimated Annual Savings +/- \$1,500) Included
<b>Annual Estimated "Hard" Costs</b>		
	<b>\$272,131.00</b>	<b>\$213,000.00</b>
<b>Miscellaneous "Value" Related Considerations</b>		
Employee Turnover	PeopleService provides one dedicated operator (currently Shawn Wilson) who is responsible for the daily public works operations and maintenance. Other area operators receive limited training on Spring Park's system during times when Shawn requests assistance and when it is Shawn's weekend off for being on-call. Shawn is the third operator the City has had through PeopleService over the 4.5 years the contract has been in place.	The City of Orono public works department consists of nine core employees with two employees at less than one year of service, five employees with four to six years of service, and two employees with thirty+ years of service to the City. The average length of service for the entire department is currently around nine years.
Turnover Cost	\$20,000 Each Time (*Note: Calculation is based on Work Institute 2020 Retention Report) Average of 6 turnovers/year = \$12,000 Annualized Cost	Average of 1 turnover/year among 10 employees = \$2,000 Annualized Cost
Institutional Knowledge	Shawn has 3 years of service in Spring Park, and has learned a great deal about our systems in that time. If Shawn were to leave and a new operator started it would take approximately 1-2 years to get them to a point where they can perform the fundamental tasks of the position without significant input from other City staff, and fully 3+ years before they know the City at a level of detail needed to be "self-sufficient" in the position.	The City of Orono has provided after hours coverage for several years before the City moved to PeopleService in 2016. Additionally, DJ has 30+ years of work experience working for the City in either a part-time or full-time capacity and knows every facet of the City's system. It should be noted that DJ will not be solely dedicated to Spring Park, although his experience and knowledge will obviously be relied upon by the other Orono employees.
Longevity Value Credit	\$1,000 for each year of service (Capped at 20 years) (\$3,000)	(\$23,000)
Equipment & Capabilities	PeopleService does not perform, nor do they have the equipment to perform, "heavy" work as they essentially provide contractor oversight for any projects that require large machinery and heavy equipment.	The City of Orono has a substantial inventory of heavy equipment and machinery as they are generally considered a "full-service" city that performs a majority of their own work, while still relying on contractors to assist with projects as necessary, or when conditions provide an economic benefit by contracting.
Equipment Value Credit	General Value to Residents and Businesses (*Note: Lord Fletcher's Restaurant Sewer Incident)	(\$15,000)
<b>Estimated Total "Hard" + "Value" Cost to the City</b>		
	<b>\$181,131</b>	<b>\$180,000</b>

Check #	Employee/Council Name	Check Amount	Check Date
5765	Farniok, Sharon L.	\$1,452.99	5/15/2021
5766	Nelson, Jennifer J.	\$1,322.46	5/15/2021
5767	Tolsma, Daniel J.	\$3,071.67	5/15/2021
	<b>Sub Total</b>	<b>\$5,847.12</b>	
	Chase, Mark		
	Hoffman, Jeff		
	Horton, Pam		
	Hughes, Gary		
	Rockvam, Jerry		
	<b>Sub Total</b>	<b>\$0.00</b>	
	<b>Electronic Misc. Disbursements</b>		
EFT#30665	PERA Employer Payroll Payment for 5/15/21	\$1,112.94	5/17/2021
EFT#30666	FICA Employee/Employer Payroll Withholding Taxes for 5/15/21	\$1,860.52	5/17/2021
EFT#30664	Apr.21' Sales & Use Taxes	\$48.00	5/15/2021
EFT#30667	Wells Fargo Bank - Apr 21' Client Analysis Service Charge	\$138.97	5/17/2021
	<b>Sub Total</b>	<b>\$3,160.43</b>	
	<b>Claims:Ck#32337-32355</b>	<b>\$63,276.16</b>	
	<b>TOTALS</b>	<b>\$72,283.71</b>	

CITY OF SPRING PARK

05/06/21 1

\*Check Summary Register©

May 2021

Name	Check Date	Check Amt	
<b>10100 Wells Fargo Bank NA</b>			
Paid Chk# 032337 CENTERPOINT ENERGY	5/6/2021	\$425.23	Gas Usage for City Hall - 3/23
Paid Chk# 032338 CUSTOM BUSINESS FORMS INC	5/6/2021	\$403.00	Printing Charges for Spring 20
Paid Chk# 032339 FIVE TECHNOLOGY, INC.	5/6/2021	\$280.00	May 21' Monthly IT Managed Uti
Paid Chk# 032340 GOPHER STATE ONE-CALL	5/6/2021	\$20.25	Apr.21' Locates - 15 ea.
Paid Chk# 032341 GREGORY E. KELLER, P.A.	5/6/2021	\$1,000.00	May.21' Prosecution Services
Paid Chk# 032342 LEAGUE OF MN CITIES INS TRU	5/6/2021	\$20,876.00	Annual Property Liability/Muni
Paid Chk# 032343 LOFFLER COMPANIES-131511	5/6/2021	\$195.09	Apr.21' Copier Usage Agreement
Paid Chk# 032344 PATTI MCANINCH	5/6/2021	\$9.71	Utility Billing Refund for Ove
Paid Chk# 032345 METRO COUNCIL ENVIRON SER	5/6/2021	\$18,073.09	May 21' Wastewater Treatment M
Paid Chk# 032346 METRO COUNCIL ENVIRON SER	5/6/2021	\$475.00	Industrial Discharge Permit Fe
Paid Chk# 032347 MINUTEMAN PRESS	5/6/2021	\$187.71	Purchased 1,000 window envelop
Paid Chk# 032348 NORLINGS LAKE MTKA LANDSC	5/6/2021	\$10,016.65	Apr.21' Landscape Services - J
Paid Chk# 032349 PEOPLE SERVICE, INC.	5/6/2021	\$7,455.00	May.21' Prof.Water/Wastewater/
Paid Chk# 032350 QUALITY FLOW SYSTEMS, INC.	5/6/2021	\$1,346.00	2021 Preventative Service Chec
Paid Chk# 032351 REPUBLIC SERVICES, INC	5/6/2021	\$1,173.42	Apr.21' Residential Recycling
Paid Chk# 032352 SAMBATEK, INC.	5/6/2021	\$805.75	Eng.Fees - 2020 West Arm Road
Paid Chk# 032353 SETON VILLAGE ASSOCIATION	5/6/2021	\$350.00	Reimbursement for Damaged Land
Paid Chk# 032354 UNICLEAN CLEANROOM SERVIC	5/6/2021	\$93.71	Apr.21' Cleaning Services for
Paid Chk# 032355 XCEL ENERGY	5/6/2021	\$90.55	Electric Usage for Middle Stre
	<b>Total Checks</b>	<b>\$63,276.16</b>	

CITY OF SPRING PARK

05/06/21 12:56 PM

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**\*Check Detail Register©**

May 2021

		Check Amt	Invoice	Comment
<b>10100 Wells Fargo Bank NA</b>				
Paid Chk#	032337	5/6/2021	<b>CENTERPOINT ENERGY</b>	
E 101-41900-381	Utilities/Electric/Gas	\$86.25	042821A	Gas Usage for City Hall - 3/23/21-4/19/21
E 601-49400-381	Utilities/Electric/Gas	\$242.71	042821B	Gas Usage for WTP - 3/23/21-4/19/21
E 602-49450-381	Utilities/Electric/Gas	\$96.27	042821C	Gas Usage for Lift#1-6 - 3/23/21-4/19/21
<b>Total CENTERPOINT ENERGY</b>		<b>\$425.23</b>		
Paid Chk#	032338	5/6/2021	<b>CUSTOM BUSINESS FORMS INC</b>	
E 101-41500-350	Print/Binding	\$134.34	324328	Printing Charges for Spring 2021 Newsletters (1,189)
E 601-49400-350	Print/Binding	\$134.33	324328	Printing Charges for Spring 2021 Newsletters (1,189)
E 602-49450-350	Print/Binding	\$134.33	324328	Printing Charges for Spring 2021 Newsletters (1,189)
<b>Total CUSTOM BUSINESS FORMS INC</b>		<b>\$403.00</b>		
Paid Chk#	032339	5/6/2021	<b>FIVE TECHNOLOGY, INC.</b>	
E 101-41500-330	IT Technology Support	\$93.33	10521-15	May 21' Monthly IT Managed Utility Service
E 601-49400-330	IT Technology Support	\$93.33	10521-15	May 21' Monthly IT Managed Utility Service
E 602-49450-330	IT Technology Support	\$93.34	10521-15	May 21' Monthly IT Managed Utility Service
<b>Total FIVE TECHNOLOGY, INC.</b>		<b>\$280.00</b>		
Paid Chk#	032340	5/6/2021	<b>GOPHER STATE ONE-CALL</b>	
E 601-49400-310	Contracted Services	\$10.13	1040747	Apr.21' Locates - 15 ea.
E 602-49450-310	Contracted Services	\$10.12	1040747	Apr.21' Locates - 15 ea.
<b>Total GOPHER STATE ONE-CALL</b>		<b>\$20.25</b>		
Paid Chk#	032341	5/6/2021	<b>KELLER, GREGORY E., P.A.</b>	
E 101-42000-304	Legal Fees	\$1,000.00	050121	May.21' Prosecution Services
<b>Total KELLER, GREGORY E., P.A.</b>		<b>\$1,000.00</b>		
Paid Chk#	032342	5/6/2021	<b>LEAGUE OF MN CITIES INS TRUST</b>	
E 101-41500-361	Liability/Prop Ins/WC	\$6,262.80	041921	Annual Property Liability/Municipality Premium 3/16/21-3/16/22
E 101-41900-361	Liability/Prop Ins/WC	\$3,131.40	041921	Annual Property Liability/Municipality Premium 3/16/21-3/16/22
E 101-43100-361	Liability/Prop Ins/WC	\$2,087.60	041921	Annual Property Liability/Municipality Premium 3/16/21-3/16/22
E 101-45200-361	Liability/Prop Ins/WC	\$1,043.80	041921	Annual Property Liability/Municipality Premium 3/16/21-3/16/22
E 601-49400-361	Liability/Prop Ins/WC	\$4,592.72	041921	Annual Property Liability/Municipality Premium 3/16/21-3/16/22
E 602-49450-361	Liability/Prop Ins/WC	\$3,757.68	041921	Annual Property Liability/Municipality Premium 3/16/21-3/16/22
<b>Total LEAGUE OF MN CITIES INS TRUST</b>		<b>\$20,876.00</b>		
Paid Chk#	032343	5/6/2021	<b>LOFFLER COMPANIES, INC.</b>	
E 101-41500-413	Office Equipment/Rental	\$65.03	3704204	Apr.21' Copier Usage Agreement for 3/22/21-4/21/21
E 601-49400-413	Office Equipment/Rental	\$65.03	3704204	Apr.21' Copier Usage Agreement for 3/22/21-4/21/21
E 602-49450-413	Office Equipment/Rental	\$65.03	3704204	Apr.21' Copier Usage Agreement for 3/22/21-4/21/21
<b>Total LOFFLER COMPANIES, INC.</b>		<b>\$195.09</b>		

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			Check Amt	Invoice	Comment
<b>Paid Chk# 032344 5/6/2021 MCANINCH, PATTI</b>					
E 601-49400-437	Other Miscellaneous		\$4.85	050121	Utility Billing Refund for Overpayment on Final Bill for 3845 Togo Road
E 602-49450-437	Other Miscellaneous		\$4.86	050121	Utility Billing Refund for Overpayment on Final Bill for 3845 Togo Road
<b>Total MCANINCH, PATTI</b>			<b>\$9.71</b>		
<b>Paid Chk# 032345 5/6/2021 METRO COUNCIL ENVIRON SERVICES</b>					
E 602-49450-327	MCES Sewer Service Chg		\$18,073.09	0001122302	May 21' Wastewater Treatment Monthly Fee
<b>Total METRO COUNCIL ENVIRON SERVICES</b>			<b>\$18,073.09</b>		
<b>Paid Chk# 032346 5/6/2021 METRO COUNCIL ENVIRON SERVICES</b>					
E 602-49450-327	MCES Sewer Service Chg		\$475.00	0001123460	Industrial Discharge Permit Fee for January - December, 2021
<b>Total METRO COUNCIL ENVIRON SERVICES</b>			<b>\$475.00</b>		
<b>Paid Chk# 032347 5/6/2021 MINUTEMAN PRESS</b>					
E 101-41500-350	Print/Binding		\$187.71	21399	Purchased 1,000 window envelopes
<b>Total MINUTEMAN PRESS</b>			<b>\$187.71</b>		
<b>Paid Chk# 032348 5/6/2021 NORLINGS LAKE MTKA LANDSCP INC</b>					
E 101-41940-432	Landscaping/Gardens/Maint		\$4,166.65	38709	Apr.21' Landscape Services - Job#M679
E 101-41900-106	Mowing Contract		\$2,925.00	38720	Apr.21' - Jul.21' Lawn Mowing Services Sites A-E - Job#M716
E 101-45200-106	Mowing Contract		\$2,925.00	38720	Apr.21' - Jul.21' Lawn Mowing Services Sites A-E - Job#M716
<b>Total NORLINGS LAKE MTKA LANDSCP INC</b>			<b>\$10,016.65</b>		
<b>Paid Chk# 032349 5/6/2021 PEOPLE SERVICE, INC.</b>					
E 101-41510-310	Contracted Services		\$1,491.00	0037598	May.21' Prof.Water/Wastewater/Public Works Service
E 601-49400-103	People Service		\$2,982.00	0037598	May.21' Prof.Water/Wastewater/Public Works Service
E 602-49450-103	People Service		\$2,982.00	0037598	May.21' Prof.Water/Wastewater/Public Works Service
<b>Total PEOPLE SERVICE, INC.</b>			<b>\$7,455.00</b>		
<b>Paid Chk# 032350 5/6/2021 QUALITY FLOW SYSTEMS INC</b>					
E 601-49400-400	Repairs/Maint General		\$486.00	40772	WTP General Repair Services on 04/16/21
E 602-49450-491	LS Repair/Maint		\$143.33	40791	2021 Preventative Service Check for Lift Stations #1-6
E 602-49450-492	LS Repair/Maint		\$143.33	40791	2021 Preventative Service Check for Lift Stations #1-6
E 602-49450-493	LS Repair/Maint		\$143.33	40791	2021 Preventative Service Check for Lift Stations #1-6
E 602-49450-494	LS Repair/Maint		\$143.33	40791	2021 Preventative Service Check for Lift Stations #1-6
E 602-49450-495	LS Repair/Maint		\$143.34	40791	2021 Preventative Service Check for Lift Stations #1-6
E 602-49450-496	LS Repair/Maint		\$143.34	40791	2021 Preventative Service Check for Lift Stations #1-6
<b>Total QUALITY FLOW SYSTEMS INC</b>			<b>\$1,346.00</b>		
<b>Paid Chk# 032351 5/6/2021 REPUBLIC SERVICES, INC.</b>					
E 101-42900-310	Contracted Services		\$1,173.42	0894-0053991	Apr.21' Residential Recycling Services - 4/1/21-4/30/21
<b>Total REPUBLIC SERVICES, INC.</b>			<b>\$1,173.42</b>		
<b>Paid Chk# 032352 5/6/2021 SAMBATEK, INC.</b>					

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			Check Amt	Invoice	Comment
E 201-43200-526	West Arm Road West 2020 (SUI)		\$805.75	19423	Eng.Fees - 2020 West Arm Road West SUIP Improvement Project (4.75 hrs.) - 3/14/21 thru 4/17/21
<b>Total SAMBATEK, INC.</b>			<b>\$805.75</b>		
<hr/>					
Paid Chk# 032353	5/6/2021	<b>SETON VILLAGE ASSOCIATION</b>			
E 201-43200-526	West Arm Road West 2020 (SUI)		\$350.00	050521	Reimbursement for Damaged Landscaping during 2020 West Arm Road West SUIP Development Project
<b>Total SETON VILLAGE ASSOCIATION</b>			<b>\$350.00</b>		
<hr/>					
Paid Chk# 032354	5/6/2021	<b>UNICLEAN CLEANROOM SERVICES</b>			
E 101-41500-310	Contracted Services		\$93.71	188304	Apr.21' Cleaning Services for Rugs
<b>Total UNICLEAN CLEANROOM SERVICES</b>			<b>\$93.71</b>		
<hr/>					
Paid Chk# 032355	5/6/2021	<b>XCEL ENERGY</b>			
E 101-43100-381	Utilities/Electric/Gas		\$12.53	0898411809	Electric Usage for Unit X-Mas Lights - 3/28/21-4/26/21
E 101-43100-381	Utilities/Electric/Gas		\$78.02	0898506924	Electric Usage for Middle Street Lights - 3/28/21-4/26/21
<b>Total XCEL ENERGY</b>			<b>\$90.55</b>		
<b>10100 Wells Fargo Bank NA</b>			<b>\$63,276.16</b>		

Fund Summary

<b>10100 Wells Fargo Bank NA</b>	
101 GENERAL FUND	\$26,957.59
201 PUBLIC IMPROV REVOLVING FUND	\$1,155.75
601 WATER FUND	\$8,611.10
602 SEWER FUND	\$26,551.72
	<b>\$63,276.16</b>