



CITY OF SPRING PARK
CITY COUNCIL AGENDA
JULY 17, 2017 – 7:30 PM
SPRING PARK CITY HALL

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ADOPT MEETING AGENDA
4. ADOPT CONSENT AGENDA*
5. PUBLIC FORUM **
6. PRESENTATIONS & GUEST SPEAKERS
7. PUBLIC HEARINGS
8. PETITIONS, REQUESTS, & APPLICATIONS
9. ORDINANCES & RESOLUTIONS
 - a. Resolution 17-12: Variance for 8' Fence at 4372 West Arm Road East
10. REPORTS OF OFFICERS AND COMMITTEES
 - a. Mayor & Council
 - b. City Staff
 - c. Contract Staff
11. NEW BUSINESS & COMMUNICATIONS
12. CLAIMS FOR PAYMENT
 - a. July 17, 2017 Claims
13. UPCOMING MEETINGS & TRAINING
 - a. July 26 – LMCD – 6:00 PM
 - b. August 7 – Regular City Council Meeting – 7:00 PM
14. MISCELLANEOUS (INFORMATION ONLY)
 - a. Mound Fire Department Press Release
 - b. Mound Fire Department June Report
 - c. June PeopleService Report
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.

Meeting Date: July 17, 2017

Agenda Item: 9a

TITLE:

4327 West Arm Road Fence Variances

RECOMMENDED ACTION:

Approval of Resolution No.17-12 approving variances for fence height and location for the property locate a 4327 West Arm Road in Spring Park Minnesota.

POLICY CONSIDERATION:

The Planning commission has held a public hearing on July 12,2017 to consider the variance request and found that the request variance requests were a reasonable due to practical difficulties unique to the this property. The planning commission recommended approval of a fence up to eight (8) feet in height to screen the single family home from the parking, boat storage and trash receptacles of the adjoining multiple family apartment site. The variance approval included the conditions outlined in the resolution.

BACKGROUND:

The background and application analysis is outlined in the attached July 5, 2017 planning report.

FINANCIAL OR BUDGET CONSIDERATIONS:

None

Attachments: July 5, 2017 planning report
Resolution No.17-12

Prepared by: Alan Brixius, City Planner

Reviewed by: Alan Brixius, City Planner
Spring Park Planning Commission
Dan Tolsma City Administrator

Recommended for Approval by:

Spring Park Planning Commission
Alan Brixius, City Planner
Dan Tolsma, City Administrator



PLANNING REPORT

TO: Dan Tolsma
FROM: Alan Brixius
DATE: July 5, 2017
RE: Spring Park – Hackney: 4372 W. Arm Rd. – Fence Height and Setback Variance
FILE NO: 175.01 – 17.04

BACKGROUND

Robert Hackney is requesting a variance to be able to construct a fence exceeding the allowed height on his property located at 4372 W. Arm Road and to locate said tall fence in the street side setback of their property. The property is zoned R-1 Low Density Residential, and is located immediately adjacent to a multi-family apartment building in the R-3 High Density Residential District. The subject property is a riparian lot on Lake Minnetonka.

Zoning Ordinance Section 42-64(i) permit fences up to 48 inches in height between the building line and street right-of-way, and between the lake side building line of the principal structure and the Ordinary High Water Mark (OHWM). In side yards, a fence up to six feet in height may be erected from a line extended from the street side building line of the principal building to the side lot lines, and then along the side lot lines. In 2013, this property received variance approval for an 8 foot fence along its west property line with the requirement that the fence be setback 50 feet from the Lake shoreline and 30 feet from the Street right of way. The applicant is now requesting a variance from the setback standards to be able to continue their 8 foot fence forward of the home toward the street, to better screen the parking and storage conditions from the adjacent apartment complex.

With the recent West Arm Road improvements the city undertook a storm sewer improvement along the east property line of the Lord Fletcher Apartment complex. This public project changed the contours and remove existing vegetation between the apartments and this single family home site. The loss of this vegetation removed some of the natural screening between these properties.

ISSUES ANALYSIS

Variance Criteria. State Statutes have recently been amended revising the criteria for variance as follows:

- 1. The variance must be consistent with the Comprehensive Plan.
- 2. The variance shall only be permitted when they are in harmony with the general purposes and intent of the Zoning Ordinance.
- 3. The variance may be granted where there are practical difficulties in complying with the Zoning Ordinance. Practical difficulties means:
 - a. The property owner proposes to use the property in a reasonable manner not permitted by the Zoning Ordinance.
 - b. The plight of the landowner is due to circumstances unique to the property and not created by the landowner.
 - c. The variance shall not alter the essential character of the locality.

Comprehensive Plan. The following Comprehensive Plan general goals and policies are applicable to this variance request:

CITY WIDE GENERAL GOALS:

Goal 4: Ensure compatibility and strong functional relationships between land uses.

Policies:

- C. Investigate remedies to correct or eliminate existing land use compatibility problems and review and make changes to the zoning map accordingly.

Comment: Although both the single family residential subject property and the adjacent apartment complex are zoned residential, certain conditions specific to the high density residential use are resulting in compatibility problems given the close proximity of the two lots. Specifically, the applicant desires to build a taller fence to be able to reduce the noise level from the apartment complex, to better protect his home from bright headlights glaring from the apartment complex and to screen unsightly parking and storage areas on the adjacent lot. The applicant may be able to help reduce this incompatibility concern and increase screening between the properties by permitting a higher fence than normal along the shared property line and allowing it to be extend forward of the house.

- E. Accomplish transitions between distinctly differing types of land uses in an orderly fashion which does not create a negative (economic, social or physical) impact on adjoining developments.

Comment: A natural transition between land uses would ideally involve the placement of low density residential uses near medium density residential uses, as opposed to high density residential uses. As this is not the case here, granting the applicant's request to create an improved buffer between his low density residential property and the high density residential lot to the west provides the City the opportunity to address compatibility issues resulting from sudden land use transitions, without any significant economic, social or physical impacts to adjoining properties. The City normally allows taller fences along side lot lines. Allowing an expansion of the area in which a taller fence can be constructed on the subject property should result in minimal visual impact to surrounding properties, but will afford a more comfortable habitation of the subject property by the applicant.

In reference to the described land use goal and policies, the requested fence height variance is consistent with the City's Comprehensive Plan.

Zoning Intent and Purpose of Zoning. The Spring Park Zoning Ordinance establishes uniform development regulations to protect the health, safety, and welfare of its residents and properties through the establishment of minimum regulations governing land development and use. Fencing standards, for example, may be directed at maintaining adequate light, air and convenience of access to properties, and at preventing undue concentration of structures in yards. However, the Zoning Ordinance is also intended to provide for compatibility of different land uses, and in some instances improved compatibility may require increased screening or buffering between uses above and beyond what is normally allowed.

The Planning Commission and Council must find that the proposed fence height variance is reasonable in the context that the home and accessory fencing are permitted uses within the R-1 District, and that the requested variance is reasonable in that it will not negatively impact physical or social conditions on the subject property or adjacent properties, but will instead improve compatibility between adjacent land uses.

Practical Difficulties.

1. The property owner proposes to use the property in a reasonable manner not permitted by the Zoning Ordinance.

Comment: The City Zoning Ordinance allows fences up to six feet in height in the R-1 District, however would not typically allow fences of this height to extend between the front building line and the public right of way. In 2013, an application for a variance to allow a taller 8 foot fence was deemed reasonable on the subject parcel in light of the unique circumstances of this property. The applicant is now requesting permission to extend the taller fencing forward of the house toward the street to be able to improve compatibility between his lot and

an adjacent high density lot. Permitting an extension of 8 foot fencing on the subject property will allow the applicant to continue to use his property in a reasonable manner, in that he is requesting a more liberal application of an already allowed accessory use in the R-1 District, and that the variance will allow the applicant to experience his single family property in a manner that would normally be endorsed by the Spring Park Comprehensive Plan and Zoning Ordinance.

2. The plight of the landowner is due to circumstances unique to the property and not created by the landowner.

Comment: The applicant has not created the circumstances leading to incompatibility between his property and the adjacent apartment complex. Rather zoning resulted in the situation of the two differing residential uses in close proximity, and now conditions associated with higher density residential uses is having an impact on the subject property. Contributing to this situation was the recent City Storm water improvement that removed natural vegetation that provided some screening between the properties.

3. The variance shall not alter the essential character of the locality.

Comment: The applicant is only proposing higher fencing along the property line shared with the apartment complex to the west, which limits any potential physical impacts from higher fencing to the higher density residential parcel. It should be noted that the fencing on the subject property would be nearest the garages, outdoor parking areas and outdoor storage areas on the apartment complex property, not living areas. In this case, any visual impact to apartment complex residents from the proposed fencing should be minimal. Potential impacts from the proposed fencing on surrounding properties can be minimized by restricting the extended fence within fifteen feet of the back of street curb or 10 feet from the south property line whichever is greater. This required setback is deemed necessary to preserve traffic sight lines along the street. Additionally the southwest corner of the site includes a utility pole and storm sewer catch basin. Applicant must provide a survey that illustrates the fence location and existing utilities to ensure that the proposed fence will not interfere with the operation and maintenance of these utilities.

Fence Design:

The applicant wishes to extend their existing fence which received approval in 2013. The fence design presents the following issues.

1. Any fence over 6 feet in height must be engineered to with stand wind loads. The applicant must provide a fence construction detail for review and approval by the city building official and receive a fence permit prior to construction.

2. The placement of an 8 foot fence along the west side of the house will result in a 2 foot separation between the house and fence. Staff has concerns that this area will not receive sunlight for plant growth and may become a problem area for drainage, accumulation of debris and a problem area for the future maintenance of the west side of the house. Perhaps the fence extension should begin at the front of the house and have landscaping along the west side of the house to eliminate this space concern. We would ask the applicant to comments on their plans for this area of the site.

CONCLUSION AND RECOMMENDATION

Based on our review of the variance application for 4372 W. Arm. Rd., we make the following findings:

- A. The proposed 8 foot fence will provide improved screening, and hence improved compatibility and transition, between the subject property and an adjacent high density parcel, land use policies supported by the Comprehensive Plan. Further, fencing is a permitted accessory use on the subject property, and an extension of the allowed area for 8 foot fencing on the property will permit the applicant to continue to otherwise use the single family residential parcel in a reasonable manner.
- B. The site exhibits practical difficulties unique to the property including:
 - 1) The lot's proximity to the garage, surface parking lots, trash receptacles and outdoor storage on an adjacent high density residential parcel are locational conditions not created by the applicant but rather by the situation of differing residential land uses in the adjacent zoning districts.
- C. The requested fence height variance should not negatively impact surrounding properties. Visual impact will be limited mainly to the adjacent high residential property, as taller fencing is only being proposed along the shared property line. Further, visual impact to the high density residential parcel should be minimal to the extent that apartment living quarters are farther from the proposed location of fencing than drive and parking areas.

If the Planning Commission and Council agree with the aforementioned findings, we would recommend approval of the requested fence height and setback variance provided the following conditions are met:

1. The applicant provide a survey layout plan of 8 foot fencing along their west property line, demonstrating that the fencing will not extend within 10 feet of the front public right of way or 15 feet of the back of curb of West Arm Road whichever is greater and the fence shall not interfere with the operation or maintenance of the in-place utilities.

2. Aside from the variances for height and setback the fencing must otherwise comply with all fencing requirements as described in Section 42-64(i) of the Spring Park Zoning Ordinance. A fence plan must be submitted and a fence and building permit must be obtained.
3. The applicant provides a description on how they intend to use the space for between the west side of the house and the fence.

pc: Theresa Schyma
Robert Hackney
Scott Qualle
Mike Kuno
Nancy Beck



GENERAL LAND USE

Application No: 17-01 VAR
 Date Filed: 6/27/17
 Date Complete: _____
 Received By: TS
 Base Fee: 250 - Rec'd 6/27/17
 Escrow: 500 - Rec'd 6/27/17

Instructions: Please read carefully and answer all questions thoroughly. Only complete applications will be accepted after validation by the Zoning Administrator, and prior to acceptance of required processing fees and escrows.

PROPERTY INFORMATION

Property Identification Number (PID): 18-117-23-43-0038
 Street Address: 4372 West Arm Road
 Legal Description: Lot 19, Block 12, TOWNSITE OF LANGDON PARK, according to the recorded plat thereof, Hennepin County, Minnesota, lying north of the Railroad Right of Way
 Other information: _____

APPLICANT INFORMATION

Name: Robert L. "Skip" Hackney Business Name: _____
 Address: 4201 Cedar Lake Road
 City: St Louis Park State: MN Zip 55416
 Code _____
 Telephone 612 867 7378 Fax 952 806 2264 e-mail Skip.hackney@willistowerswatson.com

PROPERTY OWNER INFORMATION (if other than applicant)

Name: _____ Business Name: _____
 Address: _____
 City: _____ State: _____ Zip Code _____
 Telephone _____ Fax _____ e-mail _____

REQUEST

Comprehensive Plan Amendment	_____	Site and Building Plan Review	_____
Ordinance Amendment (text or map)	_____	Subdivision Sketch Review	_____
Conditional Use Permit	_____	PUD (concept plan/development)	_____
Interim Use Permit	_____	Preliminary Plat	_____
Administrative Permit	_____	Final Plat	_____
Variance	<u>X</u>	Minor Subdivision	_____
Appeal	_____	Other:	_____

DESCRIPTION of REQUEST (attach additional sheets as necessary)

DESCRIPTION of REQUEST (attach additional sheets as necessary)

Existing Use of Property: As part of the West Arm Road project and associated drainage work, all of our trees, shrubs were removed on the east side of the driveway in order to allow the new drain pipe to be installed. As a result, we have no screening between us and the Lord Fletcher's apartments garbage containers and parking lot.

Nature of Proposed Use: We are seeking a variance to install an 8' fence to match the rest of our fence.

Reason(s) to Approve Request: We are continually trying to improve the property and the neighborhood. You can see from the enclosed photographs the garbage area and parking lot are an eyesore.

Please describe any previous applications pertaining to the subject site:
In 2014, we were granted permission to install an 8' fence up to proper setbacks. At the time, we didn't need to extend the fence from the garage because there was dense vegetation blocking the view.

Project Name: 4372 West Arm Road Fence Date of Application: 26-June-2017

Nature of Request:
Fence variance.

APPLICATION FEES AND EXPENSES The undersigned has paid the application fees and posted the required escrows. The undersigned agrees that if expenses incurred by the City of Spring Park for processing this application, including legal, planning, engineering and/or administrative services exceed the posted fees and escrows, it is the responsibility of the applicant and property owner to be paid within 30 days of receiving a bill or the City may approve a special assessment for which the property owner specifically agrees to be assessed for 100 percent per annum and waives any and all appeals under Minnesota Statutes 429.81. All fees and expenses are due whether the application is approved or denied. Escrow funds received in excess of review expenses shall be returned to the applicant/landowner.

I, the undersigned, hereby apply for the considerations described above and declare that the information and materials submitted in support of this application are in compliance with adopted City policy and ordinance requirements and are complete to the best of my knowledge.

I understand that this application will be processed in accordance with established City review procedures and Minnesota Statutes Section 15.99, as amended, supplemented or replaced from time to time, at such time as it is determined to be complete. Pursuant to Minnesota Statutes Section 15.99, as amended, supplemented or replaced from time to time, the City will notify the applicant within (15) business days from the filing date of any incomplete or other information necessary to complete the application. Failure on my part to supply all necessary information as requested by the City may be cause for denying this application.

A complete application shall include a completed and signed application form, payment of all required fees and escrows, and a complete plan submission for the specific application.

Applicant:  Date: 26-June-2017

Property Owner: _____ Date: _____







**CITY OF SPRING PARK
HENNEPIN COUNTY, MINNESOTA**

RESOLUTION NO. 17-12

**RESOLUTION APPROVING A VARIANCE TO FENCE HEIGHT AND
LOCATION FOR PROPERTY LOCATED AT 4372 WEST ARM ROAD
WITHIN THE CITY OF SPRING PARK MINNESOTA**

WHEREAS, Robert Hackney has submitted an application for a variance from the Spring Park zoning fence height and location standards for property located at 4372 West Arm Road in Spring Park Minnesota.

WHEREAS, the applicant's single family property abuts the Lord Fletcher 's Apartment and is exposed to the apartments parking lot, boat storage, and trash receptacles they have requested the installation of a property line fence up to eight feet in height and extending into the street side required setback to screen the apartment complex's activities, and ;

WHEREAS, City Staff has reviewed submitted plans and prepared a planning report dated July 5, 2017; and

WHEREAS, the Spring Park Planning Commission met and held a public hearing on July 12, 2017 to consider the fence variance requests and recommended that the City Council approve the variance for an eight (8) foot fence height and a location within a required setback as outlined in the July 5, 2017 planning report as amended by the planning commission, and;

WHEREAS, the Spring Park City Council has received the Robert Hackney application, the July 5, 2017 planning report , and the Planning Commission recommendation, and agrees with the findings and recommendation of the Planning Commission;

NOW, THEREFORE BE IT RESOLVED, that the City Council of Spring Park Minnesota hereby approves the variances for fence height and location subject to the following findings and conditions:

Findings:

- A. The proposed 8 foot fence will provide improved screening, and hence improve the compatibility and transition, between the subject property and an adjacent high density parcel, this is consistent with the land use policies of the Comprehensive Plan. Further, fencing is a permitted accessory use on the subject property, and an extension of the allowed area for 8 foot fencing on the property will permit the applicant to continue to otherwise use the single family residential parcel in a reasonable manner.
- B. The site exhibits practical difficulties unique to the property including:

- 1) The single family home's location adjacent to an outdoor storage area, garage, and surface parking lots on an adjacent high density residential parcel is unique to this lot and creates the need for additional screening making the taller fence a reasonable solution.
 - 2) The locational conditions not created by the applicant but rather by the situation of differing residential land uses in the adjacent zoning districts.
- C. The requested fence height variance will not negatively impact surrounding properties. Visual impact will be limited mainly to the adjacent high residential property, as taller fencing is only being proposed along the shared property line. Further, visual impact to the high density residential parcel should be minimal to the extent that apartment living quarters are farther from the proposed location of fencing than drive and parking areas.

Conditions

1. The applicant provides a layout plan (survey) of a fence not to exceed eight (8) feet in height along their west property line. This fence height shall not extend within 10 feet of the public street measured from the back of curb. Said fence location forward of the house toward the street shall not interfere with the operation or maintenance of in-place utilities. A utility locate must be conducted at the site prior to fence installation.
2. The applicant shall submit the a layout plan showing the approved fence setback and utility locates along with fence construction details of the proposed fence and an application for a fence permit to the city for review and approval of the city building inspector. Design plans for an eight (8) foot fence must include engineer documentation that the fence design and construction will with stand a 90 mph wind load per state building code.

Adopted by the Spring Park City Council this 17th day of July 2017.

City of Spring Park

By: _____
Jerry Rockvam, Mayor

Attest:

By: _____
Theresa Schyma, City Clerk



Contact The Mound Fire Department
Administrative Offices
Telephone 952-472-3555
Fax 952-472-3775
Email moundfire@moundfire.com
Website Moundfire.com

FOR IMMEDIATE RELEASE
July 11, 2017

MOUND FIRE DEPARTMENT HAPPENINGS

Mound, MN, July 11, 2017– During the month of June 2017, the Mound Fire Department responded to 61 fire related calls and 32 medical related calls, for a total of 93 callouts for the month. Our monthly average is about 45-50 callouts, so June was one of our busiest months in recent years. There was only one day in June that the Mound Firefighters were not paged out for an incident.

On Saturday, June 3rd, the Mound firefighters and their families hosted the 66th Annual Fish Fry and Dance. Our area residents turned out in large numbers and supported the fundraising event and 2,481 fish dinners were served. Proceeds will be used to support the fire department budget by purchasing tools and equipment. The Mound firefighters would like to say thank you to all of the people that attended or purchased tickets to our 66th Annual Fish Fry and Dance. We would also like to thank the many local businesses that contributed to our event with ticket purchases, and also those that donated prizes to our silent auction and raffle.

Mound Fire Department Donates Fire Gear to Caucasias, Columbia

Earlier this year, The Mound Fire Department was approached by former Mound Police Chief Dean Mooney to inquire if we had any used firefighting gear we'd be willing to donate to the Caucasias Fire Department in Columbia. The Caucasias Department did not have any fire personal protection equipment, and were using substandard modified gear. They were literally using construction and BMX helmets.



Mound Fire was able to donate eight sets of turnout gear, along with some helmets and boots that no longer met the National Fire Prevention Association (NFPA) standards. Turnout gear is what protects firefighters from the extreme heat when fighting fires. Over the past few years, the Mound Fire Department has purchased a new set of NFPA compliant protective turnout gear for each of our firefighters to meet the updated NFPA

Standards. Each new set of gear costs approximately \$2,500.00. The gear donated to Columbia, although

outdated by U.S. Standards, was still be functional. Dean Mooney has been involved in missionary work in Columbia, and he and others from his group were able to bring the donated gear to Columbia this spring. Per Dean Mooney, the Caucasia Fire Department was extremely thankful for the donated gear.

Notable Events:

6-11-2017: A line of thunderstorms tracked across the Lake Minnetonka area during the morning hours on Sunday, June 11th. Strong winds associated with these storms knocked out power to the area and toppled trees and power lines. The Mound Fire Department responded to 20 calls as a result of the storm, beginning shortly after 8:00 am on Sunday, June 11th and continuing through the afternoon. The majority of the calls were for downed trees on power lines, small electrical fires, and wires down on roadways. There were no reported injuries to any residents or firefighters.

06-25-2017: On Sunday, June 25th at 11:30 hours the Mound Fire Department responded to the report of an appliance fire at the Lafayette Club in the 2800 block of Northview Road in Minnetonka Beach. Upon arrival Mound fire crews found the fire which was contained inside clothes dryer. Rags in the dryer had ignited, and a nasty smoke and a bad smell were inside the building which fire crews solved by ventilation. The smoldering rags were removed from the dryer, and extinguished outside the building. There were no injuries to any Lafayette staff or guests or Mound firefighters.

Upcoming Events:

Friday – Saturday, July 21-22, 2017. The Spirit of the Lakes Festival will take place at Surfside Park in the 5800 Block of Shoreline Drive. The Mound Fire Department will participate in the parade and provide standby at the scheduled fireworks display.

Make Water Safety Your Priority

- Swim in designated areas supervised by lifeguards.
- Always swim with a buddy; do not allow anyone to swim alone. Even at a public pool or a lifeguarded beach, use the buddy system!
- Ensure that everyone in the family learns to swim well. Enroll in age-appropriate swim classes
- Never leave a young child unattended near water and do not trust a child's life to another child; teach children to always ask permission to go near water.
- Have young children or inexperienced swimmers wear U.S. Coast Guard-approved life jackets around water, but do not rely on life jackets alone.
- Establish rules for your family and enforce them without fail. For example, set limits based on each person's ability, do not let anyone play around drains and suction fittings, and do not allow swimmers to hyperventilate before swimming under water or have breath-holding contests.
- Even if you do not plan on swimming, be cautious around natural bodies of water including ocean shoreline, rivers and lakes. Cold temperatures, currents and underwater hazards can make a fall into these bodies of water dangerous.
- If you go boating, wear a life jacket! Most boating fatalities occur from drowning.
- Avoid alcohol use. Alcohol impairs judgment, balance and coordination; affects swimming and diving skills; and reduces the body's ability to stay warm.

If you would like more information, please contact The Mound Fire Department Administrative Offices at 952-472-3555 or email at moundfire@moundfire.com.

JUL 13 REC'D

2017 MOUND FIRE DEPARTMENT ACTIVITY REPORT
Emergency Response and Firefighter Hours Detail

MONTH: June

941

City	Call Type	2017				2016			
		Month	Firefighter	YTD	YTD	Month	Firefighter	YTD	YTD
		Calls	Hours	Calls	Hours	Calls	Hours	Calls	Hours
MOUND	Fire	38	1010	81	2126	8	227	52	1225
	Rescue	17	304	94	1584	16	272	81	1391
	Duty Officer	6	8	11	14	3	3	17	17
MINNETONKA BEACH	Fire	5	113	9	182	6	211	9	256
	Rescue	1	14	1	14	1	15	5	117
	Duty Officer	0	0	0	0	0	0	0	0
MINNETRISTA	Fire	5	116	20	344	4	70	15	275
	Rescue	3	44	13	248	3	73	13	292
	Duty Officer	1	1	2	2	1	1	2	2
SHOREWOOD	Fire	0	0	1	16	0	0	1	15
	Rescue	0	0	3	54	0	0	2	30
	Duty Officer	0	0	0	0	0	0	0	0
SPRING PARK	Fire	4	66	9	196	0	0	12	209
	Rescue	10	156	30	453	6	98	42	734
	Duty Officer	1	2	2	3	0	0	5	5
MUTUAL AID	Fire	2	34	7	184	0	0	9	367
	Rescue	0	0	2	26	0	0	1	10
STAND BY	Weather, Special Event, Etc.			0	0			0	0

Total Activity All Cities	Fire	54	1339	127	3048	18	508	98	2347
	Rescue	31	518	143	2379	26	458	144	2574
	Duty Officer	8	11	15	19	4	4	24	24
	Stand By	0	0	0	0	0	0	0	0
	TOTAL	93	1868	285	5446	48	970	266	4945

Monthly Activity by Call Category	2017	2016
COMMERCIAL	2	4
RESIDENTIAL	60	40
OTHER (OUTSIDE/ROADWAY/LAKE/OPEN AREA/MISC)	31	4
SERVICE CALLS (Smoke/CO Detectors)	4	1
LEGITIMATE FIRE ALARMS	4	3
FALSE FIRE ALARMS	6	6

MUTUAL AID AND TRAINING/MAINTENANCE SUMMARY	2017		2016	
	Month	YTD	Month	YTD
MUTUAL AID CALLS RECEIVED	0	2	3	4
MUTUAL AID CALLS GIVEN	2	9	0	10
TRAINING/MAINTENANCE HOURS	468.5	2353.5	220.5	2486

JUL 13 REC'D

Mound Fire Department Incident Reports - Spring Park June, 2017

FIRE NO.	DATE	CITY	ADDRESS	FIRE/ RESCUE	DESCRIPTION	ACTION TAKEN	FF HOURS
209	6/6/2017	Spring Park	Lake Mtka - Spring Park Bay	Fire	Fire - Boat	Assist with Towing Boat	19
221	6/10/2017	Spring Park	4527 Shoreline Drive	Fire	Alarm - Fire	Burnt Food - Ventilated	14
265	6/22/2017	Spring Park	4523 Shoreline Drive	Fire	Fire - Cooking	Ventilated	21
279	6/27/2017	Spring Park	Shoreline Dr & Sunset Rd	Fire	Fire - Vegetation	Extinguished	12
Total Fire Calls				4	Total Fire Hours		66

196	6/2/2017	Spring Park	4527 Shoreline Drive	Rescue	EMS	Transported	21
206	6/5/2017	Spring Park	4501 Shoreline Drive	Rescue	EMS	Transported	30
249	6/13/2017	Spring Park	4601 Shoreline Drive, #104	Rescue	EMS	Assist	16
256	6/16/2017	Spring Park	4501 Shoreline Drive	Rescue	EMS	Transported	18
261	6/20/2017	Spring Park	4559 Shoreline Drive, #204	Rescue	EMS	Transported	8
274	6/25/2017	Spring Park	4100 Spring St, #206	Rescue	EMS	Cancelled upon arrival	19
275	6/26/2017	Spring Park	4100 Shoreline Drive	Rescue	EMS	No transport	14
283	6/30/2017	Spring Park	4523 Shoreline Drive	Rescue	EMS	Transported	13
284	6/30/2017	Spring Park	4222 West Arm Drive	Rescue	EMS	No Transport	9
285	6/30/2017	Spring Park	4515 Shoreline Drive	Rescue	EMS	Cancelled upon arrival	8
Total Rescue Calls				10	Total Rescue Hours		156

259	6/18/2017	Spring Park	2486 Black Lake Road	Fire	Check Burn	Legal Rec Fire	2
Total Duty Officer Calls				1	Total Duty Officer Hours		2

TOTAL FIRE, RESCUE & DUTY OFFICER CALLS				15	TOTAL FIRE, RESCUE & DUTY OFFICER HOURS		224
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Mound Fire Department

JUL 13 REC'D

City of Spring Park
January - June, 2017

Fire Alarm / False Alarm Report

Fire No	Date	Address	Alarm Type			Activity or Action Taken	False Alarm	Pre-ventable
			Fire	Smoke	CO			
14	1/10/2017	4208 West Arm Drive			x	Nothing found	N	N
112	4/4/2017	4527 Shoreline Drive	x			Resident Pulled Alarm	Y	Y
145	4/25/2017	2380 Island Drive	x			Canceled enroute	Y	Y
146	4/25/2017	4501 Shoreline Drive, #124	x			Burnt Food	N	Y
221	6/10/2017	4527 Shoreline Drive	x			Burnt Food - Ventilated	N	Y

2017 YTD TOTALS

FIRE ALARM	4			False Alarms	2	
SMOKE DETECTOR		0		Legitimate Alarms	3	
CO DETECTOR			1	Preventable		4
TOTAL - ALL ALARMS	5					

Date: July 13, 2017

To: City of Spring Park

From: Dallas Roggeman, Operator

O & M Report: June 2017

Spring Park Operations and Maintenance

- Flushed, oiled, and inspected, all (75) of the fire hydrants in town. The water cleaned up very quickly indicating that our filter and the operations that go along with the water treatment facility are getting the job done. A lot of communities will flush half of their hydrants in the spring, and the other half in the fall to limit time. In Spring Park, I like to flush all the hydrants each season for a couple of reasons. #1. Flushing every other hydrant, requires more runtime at the hydrant in operation do to the fact that you are flushing a bigger section of watermain and with all the landscaping, gravel driveways, hills etc., a limited time flushing at each hydrant is more feasible to prevent property damage. #2. With the age of a lot of the hydrants in town, maintenance twice per year will help prolong proper operation and expenses. #3. Having the peace of mind to know that they are all working properly especially with the age and condition of a lot of them. I also like to pump out all the hydrants that don't drain back not only in the fall but also in the spring. In the fall, there is no question this needs to be done to prevent the barrels from freezing during the winter months, but unlike a lot of communities, I like to pump them out during the spring flush as well, water sitting inside of them for an extended period, does not do them any good.
- Reviewed the PeopleService INC. company-wide monthly minder on being aware of your surroundings while working in hazardous locations/areas.
- All (5) of the inoperable fire hydrants have now been repaired and are in good operating condition.
- Worked along with Hydro-Klean to get all the lift stations hosed down and vacced out. Grease builds up on the sidewalls and equipment if they are not cleaned on a routine basis. The backup pump floats can get hung up on or under the grease rings if it extends out too far, amongst other problems that can occur when pulling pumps and equipment for maintenance. The on and off levels are adjusted periodically to change the level of the grease ring and prolong the need for cleaning. We also cleaned the preliminary screen that is in front of the main lift station designed to catch rags and other debris that can cause pumps to plug (this is done bi-annually).
- Continue to provide the MPCA with oodles of reports and information on the TCE in the water and the water treatment plant upgrades. The first test results for TCE on the new

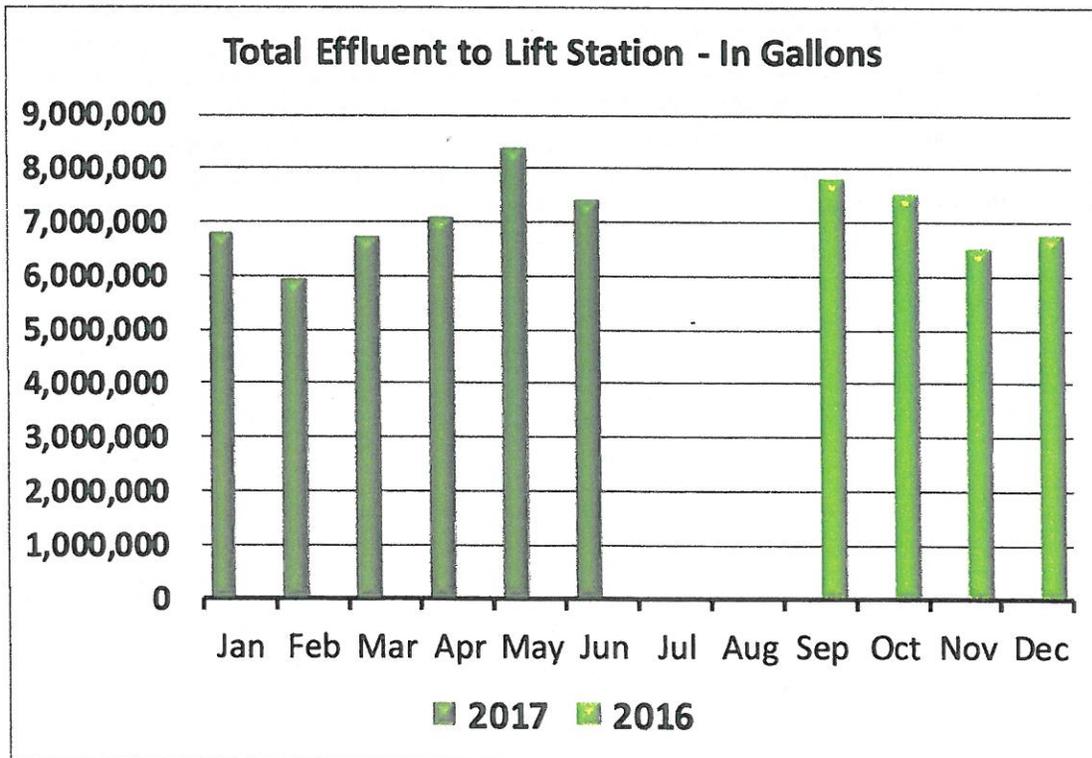
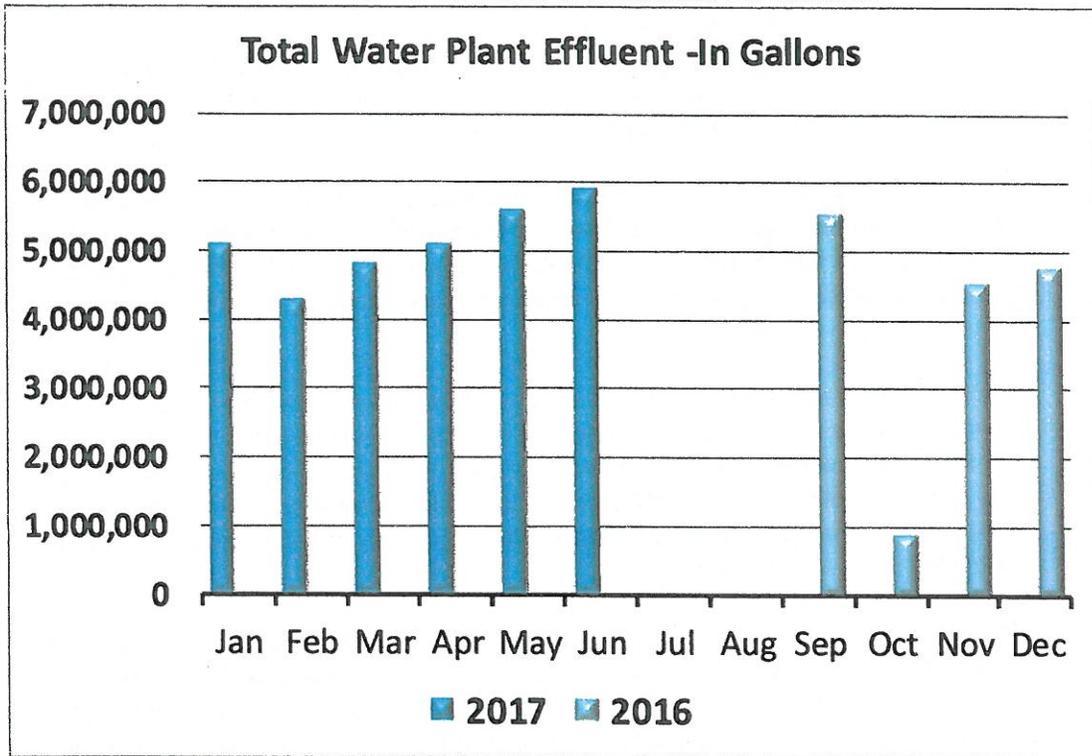


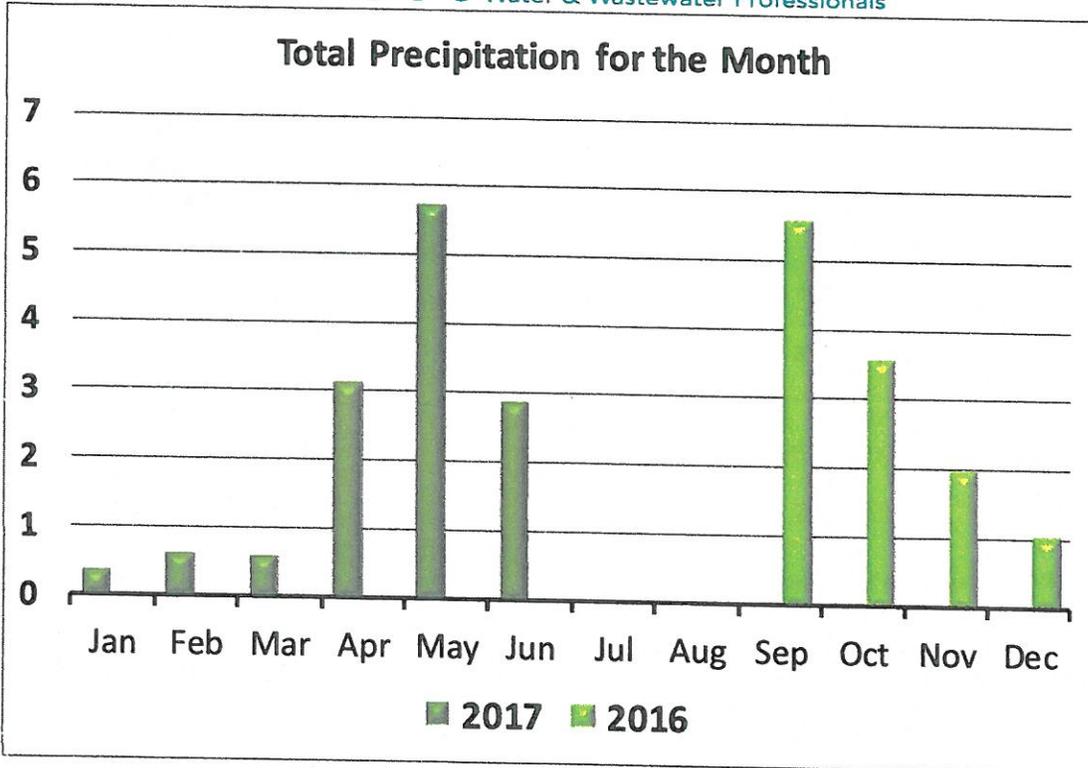
system have come back, and are very good. Almost all the TCE was removed and the levels are well within the safe drinking water parameters.

- Put a new solenoid valve on the post treatment chlorine line in the water treatment facility. I noticed the valve was not closing when it should, the new solenoid eliminated the problem. I have ordered a new spare to have on hand as we have several of the same valves.
- Took our annual radium and nitrate samples on the date required by the state and sent them to the Minnesota Department of Health. The results are not in yet.
- Responded to a few different storms. A lot of times during a storm, we will lose power at least one area where I will need to monitor the lift station and or the water treatment facility and the generators that back them up (only lift station #4/Channel RD does not have a stationary generator, the portable is used here). While I am in town I also assure water is flowing into the raingardens (usually end up digging a trench at the Channel Rd. raingarden) and that the storm sewers are free of debris and taking flow. The last big wind storm we had I also removed broken and bent flags, removed and cut up fallen branches on the roads, raked the lawn at the city hall that was full of fallen debris, and lined up street sweeping for the following days. I would also like to thank Catherine who helped me out by doing some debris clean-up in her neighborhood.
- Helped the MPCA conduct more well sampling at the water treatment plant. All three wells were again sampled for raw water TCE. Well #3 is now a backup well so the plant had to be manipulated some for runtime and sampling.
- The circuit board for the sprinkler system has been acting up causing the sprinklers to run at unscheduled times. Temaca has ordered a new one and is set to install it as soon as possible.
- Along with Quality Flow, all the lift station pumps were inspected and maintained. Everything looked good other than pump #2 at lift station #4/Channel Rd had milky oil. We have a backup for this pump, so it was installed while the original was sent back with Quality Flow for repair and will become our new backup once repaired.
- The annual MS4 storm water report was completed and sent to the Minnesota Pollution Control Agency.
- Completed quarterly water meter readings and reported them to Sharon for billing. As always there were a few meters not cooperating (we were able to get all the readings, some just had to be done manually). I keep a running list and prioritize the ones that need attention and chip away at them as time presents itself and as homeowners are available.
- Assisted the Met Council in sampling our filter backwash waste water that goes to the sanitary sewer/them. They monitor flow from each facility that discharges to them so

they know what they are getting and where it is coming from. Our filter now backwashes roughly once per week during the summer months (less in colder weather months), and each time pumps around 6,500 gallons to the sanitary sewer/Met Council and reclaims around 10,500 gallons back through the filter for use.

- Nine new Spring Park banners were added to the business sections of Sunset Drive. Dan wanted some credit for this so "Dan was instrumental in the ordering and organizing of the Sunset Dr. banner project and should not only be recognized in the city of Spring Park but nationwide". He did take the reins on this and coordinated it all, saving me some time.
- Replaced 2 hour meters on the main control panel at the water treatment plant. One for the reclaim pump #1 run hours, and one for the backwash waste pump run hours. Both the meters were old and had a lot of hours on them, they started to hang up from time to time and were not as accurate as they could be. These are the parts that at one time were misunderstood as hydrant parts from Germany. They are made in Germany but distributed in the United States.
- Other Miscellaneous tasks include: repair and replace water meters and the wires and radio readers that go along with them as needed, respond to water pressure complaints (more times than not it is there water softener plugging, or a valve got bumped), adjust sprinkler heads as needed, coordinate work with contractors, inspect sewer and water disconnects and connections, monitor poly phosphate levels in the water, replace street signs as needed, monitor Lord Fletchers grease trap and lift station cleaning, lower and raise the American flags as required, add softener salt at city hall, complete water and sewer locates as needed, complete water shut offs and turn ons as needed, get bids for miscellaneous projects, completed the monthly fluoride report and sent to the state, took (2) monthly bacteria water samples, conducted field tests on the water weekly, monitored lift stations, completed monthly work orders and maintenance on all equipment, daily rounds/logs at the WTP, attend staff meetings, clean as needed.





Water		Units	June-17	May-17	June-16
Average Daily Pumped	gallons		196,750	181,032	0
Maximum Daily Pumped	gallons		288,000	239,000	0
Total Monthly Pumped	gallons		5,902,500	5,612,000	0
Well #1 Pumped	gallons		2,241,500	2,152,400	0
Well #1 Average Pumped	gallons		74,717	69,432	0
Well #2 Pumped	gallons		3,628,800	3,463,500	0
Well #2 Average Pumped	gallons		120,960	111,726	0
Well #3 Pumped	gallons		20,000	0	0
Well #3 Average Pumped	gallons		667	0	0
Fluoride used	gallons		11.6	10.7	0.0
Fluoride Average used	gallons		0.4	0.3	0.0
Poly Phosphate used	pounds		146.0	133.2	0.0
Poly Phosphate Average used	pounds		4.9	4.3	0.0
Chlorine used	lbs		159	146	0
Chlorine Average used	lbs		5	5	0
Wastewater					
Effluent Flow					
Maximum Daily Pumped Wastewater	gallons		263,570	341,710	0
Average Daily Pumped Wastewater	gallons		247,100	270,870	0
Lift Station Effluent to Met Council	gallons		7,413,140	8,396,930	0
Precipitation	inches		2.89	5.75	0.00

Completed Work Order General Report

WO# 24902.01	Type Scheduled	Priority 5	Downtime Hours	Total Cost \$0.00
Create Reason	Triggered by Calendar	Created By vkube		<div style="border: 1px solid black; padding: 5px;"> <p>Created 6/1/2017</p> <p>Printed 6/1/2017</p> <p>Scheduled 6/1/2017</p> <p>Delinquent 7/1/2017</p> <p>Completed 6/14/2017</p> </div>
Equipment	5308-LS-5	Lift Station #5		
Location	5308-Spring Park			
Task	MPM Monthly Preventative Maintenance			
Instructions	<ol style="list-style-type: none"> 1. Test power fail and high level alarm and verify communication equipment will reach emergency contact for your project. 2. Inspect and clean floats. 3. If level indicator verify operating properly. 4. Collect and record amperage draw for each pump. 5. Inspect overall condition of lift station. 			
Notes	amp draw pump #1 5.5, 5.7, 5.6 #2 5.6, 5.7, 5.6			

WO# 24904.01	Type Scheduled	Priority 5	Downtime Hours	Total Cost \$0.00
Create Reason	Triggered by Calendar	Created By vkube		<div style="border: 1px solid black; padding: 5px;"> <p>Created 6/1/2017</p> <p>Printed 6/1/2017</p> <p>Scheduled 6/1/2017</p> <p>Delinquent 7/1/2017</p> <p>Completed 6/14/2017</p> </div>
Equipment	5308-LS-6	Lift Station #6		
Location	5308-Spring Park			
Task	MPM Monthly Preventative Maintenance			
Instructions	<ol style="list-style-type: none"> 1. Test power fail and high level alarm and verify communication equipment will reach emergency contact for your project. 2. Inspect and clean floats. 3. If level indicator verify operating properly. 4. Collect and record amperage draw for each pump. 5. Inspect overall condition of lift station. 			
Notes	amp draws Pump #1 38.4 #2 39.3 #3 37.3			

Report Totals	Downtime Hours 0	Part Cost \$0.00
		Labor Cost \$0.00
		Vendor Cost \$0.00
		Equip/Tool Cost \$0.00
		Total Cost \$0.00

Completed Work Order General Report

WO#	24896.01	Type	Scheduled	Priority	5	Downtime Hours	Total Cost	\$0.00
Create Reason	Triggered by Calendar	Created By	vkube					
Equipment	5308-LS-2	Lift Station #2						
Location	5308-Spring Park							
Task	MPM Monthly Preventative Maintenance							
Instructions	<ol style="list-style-type: none"> 1. Test power fail and high level alarm and verify communication equipment will reach emergency contact for your project. 2. Inspect and clean floats. 3. If level indicator verify operating properly. 4. Collect and record amperage draw for each pump. 5. Inspect overall condition of lift station. 							
Notes	amp draws Pump #1 6.2, 6.2, 6.2 #2 6.2, 6.0, 6.0							

Created	6/1/2017
Printed	6/1/2017
Scheduled	6/1/2017
Delinquent	7/1/2017
Completed	6/14/2017

WO#	24898.01	Type	Scheduled	Priority	5	Downtime Hours	Total Cost	\$0.00
Create Reason	Triggered by Calendar	Created By	vkube					
Equipment	5308-LS-3	Lift Station #3						
Location	5308-Spring Park							
Task	MPM Monthly Preventative Maintenance							
Instructions	<ol style="list-style-type: none"> 1. Test power fail and high level alarm and verify communication equipment will reach emergency contact for your project. 2. Inspect and clean floats. 3. If level indicator verify operating properly. 4. Collect and record amperage draw for each pump. 5. Inspect overall condition of lift station. 							
Notes	amp draws Pump #1 5.4, 5.1, 5.3 #2 5.5, 5.2, 5.2							

Created	6/1/2017
Printed	6/1/2017
Scheduled	6/1/2017
Delinquent	7/1/2017
Completed	6/14/2017

WO#	24900.01	Type	Scheduled	Priority	5	Downtime Hours	Total Cost	\$0.00
Create Reason	Triggered by Calendar	Created By	vkube					
Equipment	5308-LS-4	Lift Station #4						
Location	5308-Spring Park							
Task	MPM Monthly Preventative Maintenance							
Instructions	<ol style="list-style-type: none"> 1. Test power fail and high level alarm and verify communication equipment will reach emergency contact for your project. 2. Inspect and clean floats. 3. If level indicator verify operating properly. 4. Collect and record amperage draw for each pump. 5. Inspect overall condition of lift station. 							
Notes	amp draws Pump #1 8.4,7.4, 7.4 #2 12.6, 11.4, 11.6							

Created	6/1/2017
Printed	6/1/2017
Scheduled	6/1/2017
Delinquent	7/1/2017
Completed	6/14/2017

Completed Work Order General Report

WO#	24889.01	Type	Scheduled	Priority	5	Downtime Hours	Total Cost	\$0.00	
Create Reason	Triggered by Calendar	Created By	vkube						Created 6/1/2017 Printed 6/1/2017 Scheduled 6/1/2017 Delinquent 7/1/2017 Completed 6/14/2017
Equipment	5308-BLW-2	Air Stripper Blower #2							
Location	5308-Spring Park								
Task	QPM Quarterly Preventatvie Maintenance								
Instructions	To get the blower hour meter readings off of the VFD Hit the ESC button Click on the drive mon tab then click on the monitoring tab and scroll down to run time the open end bearing 6208, south grease zerk or see diagram on name plate Should received 1 squirt of grease with my Napa grease gun and the drive end 6311 should receive .9 teaspoons of grease, roughly 7 squirts with my Napa Grease gun There are no removable drain plugs that we need to worry about. Tools: Napa grease gun, Polyrex em grease, Paper towels								
Notes									

WO#	24891.01	Type	Scheduled	Priority	5	Downtime Hours	Total Cost	\$0.00	
Create Reason	Triggered by Calendar	Created By	vkube						Created 6/1/2017 Printed 6/1/2017 Scheduled 6/1/2017 Delinquent 7/1/2017 Completed 6/14/2017
Equipment	5308-EXT	Fire Extinguishers							
Location	5308-Spring Park								
Task	MPM Monthly Preventative Maintenance								
Instructions	Inspect, tip upside down bang with rubber hammer, check to see if charged. Tools Required: rubber hammer, pen								
Notes									

WO#	24892.01	Type	Scheduled	Priority	5	Downtime Hours	Total Cost	\$0.00	
Create Reason	Triggered by Calendar	Created By	vkube						Created 6/1/2017 Printed 6/1/2017 Scheduled 6/1/2017 Delinquent 7/1/2017 Completed 6/14/2017
Equipment	5308-GEN	Generators							
Location	5308-Spring Park								
Task	MPM Monthly Preventative Maintenance								
Instructions	Tools Required: wrenches, funnels, oil and coolant Check all fluids levels. Generators #1, 2, 3, 5 run automatically weekly, the WTP, #6 (runs the 1st Wednesday of every month) and the portable needs to be run manually.								
Notes	looking into a more sound proof barrier for LS #3 Generator								

WO#	24894.01	Type	Scheduled	Priority	5	Downtime Hours	Total Cost	\$0.00	
Create Reason	Triggered by Calendar	Created By	vkube						Created 6/1/2017 Printed 6/1/2017 Scheduled 6/1/2017 Delinquent 7/1/2017 Completed 6/14/2017
Equipment	5308-LS-1	Lift Station #1							
Location	5308-Spring Park								
Task	MPM Monthly Preventative Maintenance								
Instructions	1. Test power fail and high level alarm and verify communication equipment will reach emergency contact for your project. 2. Inspect and clean floats. 3. If level indicator verify operating properly. 4. Collect and record amperage draw for each pump. 5. Inspect overall condition of lift station.								
Notes	Amp draws Pump #1 5.8, 5.6, 5.7 #2 5.5, 5.5, 6.2								