



CITY OF SPRING PARK
CITY COUNCIL AGENDA
APRIL 16, 2018 – 7:00 PM
SPRING PARK CITY HALL

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ADOPT MEETING AGENDA
4. ADOPT CONSENT AGENDA*
 - a. Regular City Council Meeting Minutes from April 2, 2018
 - b. PaddleTap Port of Call Requests
 - c. Resolution 18-10: Naming May 23rd Lord Fletcher's Day in Spring Park
5. PUBLIC FORUM **
6. PRESENTATIONS & GUEST SPEAKERS
7. PUBLIC HEARINGS
8. PETITIONS, REQUESTS, & APPLICATIONS
 - a. Glisten Detailing Grand Opening Special Event Application
 - b. Lord Fletcher's Restaurant 50th Anniversary Special Event Application
 - c. Back Channel Brewery Patio Expansion (Resolution 18-08)
 - d. Back Channel Brewery Farmers/Artisan Market (Resolution 18-09)
9. ORDINANCES & RESOLUTIONS
10. REPORTS OF OFFICERS AND COMMITTEES
 - a. Mayor & Council
 - b. City Staff
 - i. 2018 Mowing Proposals
 - c. Contract Staff
11. NEW BUSINESS & COMMUNICATIONS
12. CLAIMS FOR PAYMENT
 - a. April 16, 2018 Claims
13. UPCOMING MEETINGS & TRAINING
 - a. April 18 – Open Book Meeting – 6:00 PM
 - b. April 25 – LMCD 6:00 PM
 - c. May 7 – City Council Regular Meeting – 7:00 PM
14. MISCELLANEOUS (INFORMATION ONLY)
 - a. March PeopleService Report
 - b. Mound Fire Department Press Release
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
APRIL 2, 2018 – 7:00 PM
SPRING PARK CITY HALL

1. CALL TO ORDER - The meeting was called to order by Mayor Rockvam at 7:00 p.m.

Council Members Present: Jerome P. Rockvam, Mayor; Pamela Horton; Gary Hughes, Catherine Kane Palen; and Megan Pavot

Staff Present: Theresa Schyma, City Clerk

2. PLEDGE OF ALLEGIANCE – Mayor Rockvam led the audience in the Pledge of Allegiance.

3. ADOPT MEETING AGENDA

M/Hughes, S/Pavot to adopt the meeting agenda.

Motion carried 5-0.

4. ADOPT CONSENT AGENDA

- a. Work Session Meeting Minutes from March 19, 2018
- b. Regular City Council Meeting Minutes from March 19, 2018

M/Horton, S/Kane Palen to adopt the Consent Agenda.

Motion carried 5-0.

5. PUBLIC FORUM – None.

6. PRESENTATIONS & GUEST SPEAKERS – None.

7. PUBLIC HEARINGS – None.

8. PETITIONS, REQUESTS, & APPLICATIONS

- a. Tour de Tonka Special Event Application

M/Pavot, S/Hughes to approve the Special Event Application for Tour de Tonka.

Motion carried 5-0.

- b. Running of the Bays Special Event Application

M/Kane Palen, S/Horton to approve the Special Event Application for the Running of the Bays.

Motion carried 5-0.

9. ORDINANCES & RESOLUTIONS – None.

10. REPORTS OF OFFICERS AND COMMITTEES

- a. Mayor & Council - None.
- b. City Staff – None.
- c. Contract Staff – None.

11. NEW BUSINESS & COMMUNICATIONS – None.

12. CLAIMS FOR PAYMENT

- a. April 2, 2018 Claims

M/Hughes, S/Kane Palen to approve all claims for payment.

Motion carried 5-0.

13. UPCOMING MEETINGS & TRAINING

- a. April 10 – Administration Committee – 12:00 PM
- b. April 11 – Planning Commission – 7:00 PM
- c. April 11 – LMCD Work Session at 6:00 PM with Regular Meeting at 7:00 PM
- d. April 16 – City Council Work Session – 6:00 PM
- e. April 16 – City Council Regular Meeting – 7:00 PM
- f. April 18 – Open Book Meeting – 6:00 PM

14. MISCELLANEOUS (INFORMATION ONLY)

- a. February PeopleService Report
- b. Orono PD Use of Force Seminar

Council Member Hughes would like more information as to how PeopleService codes their reports.

Mayor Rockvam announced the Use of Force seminar that will be conducted by Orono Police.

Council Member Hughes asked staff if they could find out if the Orono Police Department still conducts the annual Citizen Police Academy and report back to the Council.

15. ADJOURNMENT

M/Hughes, S/Horton to adjourn the City Council Meeting at 7:11 p.m.

Motion carried 5-0.

Date Approved: April 16, 2018

Dan Tolsma, City Administrator

Theresa Schyma, City Clerk

2018 MUNICIPAL CERTIFICATION

WATERCRAFT FOR HIRE AND/OR LIQUOR LICENSE AUTHORIZED PORT OF CALL



LMCD Code Section 3.07, Subd. 3 and 5.44 Subd. 2 states "No ports of call shall be authorized **without first securing a certificate from the municipality** within which such port of call lies stating that the activities to be conducted by the applicant at the port of call are in compliance with municipal zoning laws."

Name & Address of Applicant: PaddleTap, LLC
13690 Theresa Place
Eden Prairie MN 55346

Name of Charter Boat: Serenity

Maximum Passenger Capacity: 16

- | | |
|--|--|
| Port of Call: | Municipality: |
| <ol style="list-style-type: none"> 1. 5th Street Ventures 2. Lord Fletchers 3. Metro Lakes Marina 4. Wayzata City Dock 5. Excelsior City Dock | <ol style="list-style-type: none"> 1. City of Spring Park 2. City of Spring Park 3. City of Mound 4. City of Wayzata 5. City of Excelsior |

Type of Liquor License: Non-Intoxicating Malt Liquor - Consumption/Display

I certify that the above watercraft for hire applicant operating the respective named charter boat, with or without a liquor license, has met the municipal ordinance requirements of the city listed below and is entitled to a Lake Minnetonka Conservation District Watercraft for Hire Certificate of Registration and/or alcoholic beverage License afore referenced above.

Authorizing Municipality

Representative Signature

Date

Print Name & Title

Comments (Optional):

**2018 MUNICIPAL CERTIFICATION
WATERCRAFT FOR HIRE AND/OR
LIQUOR LICENSE AUTHORIZED PORT OF CALL**



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Name & Address of Applicant: PaddleTap, LLC
13690 Theresa Place
Eden Prairie MN 55346

Name of Charter Boat: Rossi

Maximum Passenger Capacity: 26

Port of Call:

1. 5th Street Ventures
2. Lord Fletchers
3. Metro Lakes Marina
4. Wayzata City Dock
5. Excelsior City Dock

Municipality:

1. City of Spring Park
2. City of Spring Park
3. City of Mound
4. City of Wayzata
5. City of Excelsior

Type of Liquor License: Non-Intoxicating Malt Liquor -
Consumption/Display

I certify that the above watercraft for hire applicant operating the respective named charter boat, with or without a liquor license, has met the municipal ordinance requirements of the city listed below and is entitled to a Lake Minnetonka Conservation District Watercraft for Hire Certificate of Registration and/or alcoholic beverage License afore referenced above.

Authorizing Municipality

Representative Signature

Date

Print Name & Title

Comments (Optional):

4c

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

RESOLUTION 18-08

**A RESOLUTION RECOGNIZING WEDNESDAY, MAY 23, 2018 AS
“LORD FLETCHER’S DAY” IN THE CITY OF SPRING PARK**

WHEREAS, Lord Fletcher’s Old Lake Lodge was built on Lake Minnetonka at 3746 Sunset Drive; and

WHEREAS, Lord Fletcher’s Old Lake Lodge opened for business on May 23, 1968 and will be celebrating their 50th anniversary in 2018; and

WHEREAS, Lord Fletcher’s Old Lake Lodge has played a central role in shaping the social identity of our City in the past 50 years; and

WHEREAS, the owners and staff of Lord Fletcher’s Old Lake Lodge have distinguished themselves as business leaders and supportive partners in our community; and

WHEREAS, the City of Spring Park would like to honor and recognize Lord Fletcher’s Old Lake Lodge for 50 years of outstanding service in our community; and

WHEREAS, the City of Spring Park hereby establishes May 23rd, 2018 as “Lord Fletcher’s Day” in the City of Spring Park.

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Spring Park hereby publicly recognizes and honors Lord Fletcher’s Old Lake Lodge for their positive contributions to our City.

Adopted by the City Council of the City of Spring Park this 16th day of April, 2018.

Approved:

Jerome P. Rockvam, Mayor

Attest:

Theresa Schyma, City Clerk



STAFF MEMO

GLISTEN DETAILING GRAND OPENING
SPECIAL EVENT PERMIT APPLICATION

1. BACKGROUND: The City of Spring Park has received a completed special event application and required permit fees for a grand opening and car show event to be held on Saturday, May 19th from noon to 6:00p in the eastern parking lot of the Tonka Ventures property near the intersection of Shoreline Drive with Sunset Drive (see attached map). The event organizer is expecting up to 100 vehicles for the event. Restrooms will be provided inside the detailing facility located at 4140 Shoreline Drive. Additionally, trash receptacles will be placed at various locations around the site. There are no plans for amplified speaking or music with the event.
2. DISCUSSION: Both the Orono Police Department and the Mound Fire Department have reviewed the application and have found no major areas of concern. The only recommendation from Orono PD was to have a minimum of two security officers on site to help manage any additional traffic generated by the event. Additionally, City staff recommend that the areas highlighted green on the attached map be left open for public parking throughout the duration of the event, as these parking spaces are owned and maintained by the City and should be available to meet general parking needs in the area.
3. FINANCIAL CONSIDERATIONS: There is no cost to the City.
4. RECOMMENDATION: Attached is a draft list of conditions for Council review.

CONDITIONS TO GLISTEN DETAILING SPECIAL EVENT MAY 19

- 1) The grand opening/car show event is permitted for Saturday, May 19th between the hours of 12:00p and 6:00p.
- 3) Event organizer must provide trash receptacles at various location throughout the site and must clean up any litter generated by patrons of the event.
- 4) Event organizer must provide restrooms for all patrons of the event.
- 5) Under no circumstances shall display vehicles be parked in the public parking areas as shown on the attached map. These parking stalls shall be kept open and available for general parking for the duration of the event.
- 6) Excessive noises and sound amplification are prohibited. Examples of excessive noise includes, but is not limited to: revving of engines; car stereo noise; amplified music; and unnecessary acceleration and braking.
- 7) If Orono Police requests the event be altered or stopped because of complaints or violations of permit conditions or City ordinances, the event organizer will immediately and willingly comply with any requests.



=Parking

Public Parking

Glisten Detailing
- Indoors/Bathrooms

Kate Len
School of Dance

Shoreline Dr

Spring St

Shoreline Pt

Shoreline Candler

Glisten Detailing

15

3D

+

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Map



STAFF MEMO

LORD FLETCHER'S 50TH ANNIVERSARY
SPECIAL EVENT PERMIT APPLICATION

1. BACKGROUND: The City of Spring Park has received a completed special event application and required permit fees for a special event to be held on Wednesday, May 23rd at Lord Fletcher's Restaurant in celebration of their 50th Anniversary. They are proposing to have live music from 6:00p-9:00p on the wharf in the same format as the summer concert series. They are estimating up to 800 guests and will also be rolling back prices on certain foods and beverages to 1968 levels.
2. DISCUSSION: Both the Orono Police Department and the Mound Fire Department have reviewed the application and have found no major areas of concern. The only recommendation from Orono PD was to have a minimum of two security officers on the premises.
3. FINANCIAL CONSIDERATIONS: There is no cost to the City.
4. RECOMMENDATION: Approve the special event permit application for the Lord Fletcher's 50th Anniversary Concert with the attached list of conditions, which includes the Orono PD recommendation for two on site security officers.

CONDITIONS TO SPECIAL EVENT CONCERT MAY 23 - LORD FLETCHER'S

- 1) Outdoor music will be permitted on Wednesday, May 23rd from 6-9 p.m. only.
- 3) Lord Fletcher's will comply with all applicable laws, ordinances, and codes and will continuously monitor its property and surrounding streets, lakeshore and docks to ensure compliance. This specifically includes, but is not limited to and compliance with, serving of alcohol, posted occupancy loads, proper designated unobstructed exits, all fire safety and emergency evacuation requirements, noise requirements, and Hennepin County Sheriff's Water Patrol requirements.
- 4) Live music played by a band or DJ within the building shall not be amplified outside through the use of speakers.
- 5) Lord Fletcher's will employ at its expense identifiable security staff and off-duty police personnel sufficient to insure compliance with item 2. Under no circumstances shall less than two security personnel be on-site at all times for the duration of the event.
- 6) If Orono Police requests music be stopped because of complaints or violations of permit conditions or City ordinances, Lord Fletcher's will immediately and willingly comply with the request and will not resume the music that day.
- 7) Lord Fletcher's will make every reasonable effort to ensure that its music concerts and DJ amplification does not exceed the state guidelines for noise as defined in Minnesota Rules 7030, as well as the following db limits for sustained periods of time (defined as: one continuous exceedance for a duration of more than ten seconds, or five or more individual exceedances in any one minute period) at the soundboard (85), or any nearby residence (65). Sustained db levels above and beyond the db limit at any of the three locations shall be deemed as non-compliance with this section. The City Council reserves the right to modify the db limits at any time throughout the duration of this permit.
- 8) Lord Fletcher's agrees to have a qualified sound technician on the premises at all times amplified music is being played outside. The sound technician shall possess the proper knowledge and equipment capabilities to effectively control volume levels. The sound technician shall also exercise authority over the volume controls of performers if they fail to comply with requests to decrease their own volume levels.
- 9) Refrigeration equipment/trucks shall be located on the property so as not to interfere with the peace and quiet of adjacent properties.
- 10) Lord Fletcher's will reposition the directional speakers and drum shield in a manner designed to mitigate noise escapement.
- 11) Lord Fletcher's will place a sound barrier fence west of the stage.

12) Lord Fletcher's agrees that the city will periodically monitor the noise levels at the property line. Should those results indicate excessive noise levels on more than one occasion or, if the Orono Police request that the music be stopped five or more times during the permit period, the City will have the right to revoke the permit – after a formal hearing at a regular or special Council meeting.

13) Lord Fletcher's will educate its employees regarding appropriate methods for responding to complaint calls and procedures for forwarding complaints to management.

Meeting Date: April 16, 2018

Agenda Item: 8c

TITLE:

Back Channel Brewery applied for a Conditional use and Variance to allow an expanded outdoor dining and drinking area in excess of 30% of the indoor customer area of the principal use for property located at 4787 Shoreline Drive.

RECOMMENDED ACTION:

Approval of the attached resolution for a conditional use permit and variance for an expanded outdoor drinking and dining area as illustrated on the plan set and described in the narrative dated April 2, 2018 for property located at 4787 Shoreline Drive in Spring Park based on the findings and conditions outlined in the resolution.

BACKGROUND:

Back Channel Brewery submitted a development application for a conditional use permit and a variance to expand their outdoor drinking and dining area at their site located at 4787 Shoreline Drive. The application included a site plan and narrative describing their intended use and improvements. City staff reviewed the development application and prepared a planning report dated April 6, 2018.

The Spring Park Planning Commission held a public hearing on April 11, 2018 to take public testimony and to consider the City staff review comments outlined in the April 6, 2018 planning report. Upon closing the public hearing and considering the public testimony, the Planning Commission recommended that the City Council approve the requested conditional use permit and variance based on the findings and conditions of the planning report.

POLICY CONSIDERATION:

The property at 4787 Shoreline Drive is zoned C-2, Shopping Center District. Breweries and Taproom with outdoor dining/ drinking are allowed by conditional use permit with the C-2 district. The conditional use is required to allow the expansion of the existing outdoor patio and the variance is required because the requested patio expansion exceeds the 30% of the indoor customer service area as required by ordinance.

Staff and Planning Commission review the variance request and offered the following findings in support of the variance. If the City Council agrees with these findings the variance may be approved.

1. The site is zoned C-2 district and the use is allowed within the district.
2. There is precedent within the city to a larger outdoor dining/ drinking area.
3. The Applicants site plan and narrative have outlined location, design, and operation elements to reduced compatibility issues for surrounding properties.

4. The site has available parking to address the expanded patio.

With the approval of the requested variance the conditional use permit request has demonstrated compliance with the rest of the conditional use standards with the plan set submitted.

FINANCIAL OR BUDGET CONSIDERATIONS:

None.

Attachments: Planning Report with Exhibits dated April 6.2018
Resolution for Conditional Use Permit and Variance Approval

Prepared by: Alan Brixius, City Planner

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

Recommended for Approval by:
Alan Brixius, City Planner
Spring Park Planning Commission
Dan Tolsma, City Administrator



CITY OF SPRING PARK
UNOFFICIAL
PLANNING COMMISSION MINUTES
APRIL 11, 2018 – 7:00 PM
SPRING PARK CITY HALL

EXERPT FROM UNOFFICIAL/DRAFT PLANNING COMMISSION MINUTES

Planning Commissioners Present Jeff Hoffman, Chair, Max Avalos, Bruce Homan, Michael Mason, and Pete Kaczanowski.

Staff Present: Dan Tolsma, City Administrator; Al Brixius, City Planner; Nancy Jensen Beck, City Attorney; and Theresa Schyma, City Clerk.

Others Present: Catherine Kane Palen, City Council Member/Planning Commission Ex-Officio

6. CONSIDERATION/DISCUSSION ITEMS

a. Back Channel Brewery Patio Expansion CUP/Variance Public Hearing

City Planner Brixius presented a history of the site and description of the proposed expansion project at Back Channel Brewery, 4787 Shoreline Drive.

City Planner Brixius presented a thorough issue analysis including:

- Variance versus amendment processing
- Patio details
- Variance evaluation criteria
- Precedent with other establishments in the City
- Off-street parking supply

Joe Meehan, co-owner Back Channel Brewery, was available for questions.

Commissioner Avalos commented on the parking agreement and what would happen if the owner of the property that is providing overflow parking decided to sell the property in the future. He asked if language should be added to cover that potential scenario.

City Planner Brixius responded that language could be added to address any future sale of the property that is granting the parking agreement.

Commissioner Kaczanowski asked if the plans for outdoor expansion have changed since the original application and reduced the area by 100 square feet.

City Planner Brixius responded yes, the plans were adjusted so that the outdoor area did not exceed the indoor floor space.

Commissioner Kaczanowski responded that the 100 square feet in question is a grassy area that seemed to fit the expansion. He added that he would be comfortable allowing the additional 100 square feet since it makes sense for the space.

City Planner Brixius stated that if this variance is approved by the City Council he will consider bringing an ordinance amendment back to the Planning Commission in the future to address the allowances regarding outdoor areas in relation to indoor floor space.

The Planning Commission consensus was to allow the additional 100 square feet for this variance since it made sense for the site.

City Planner Brixius discussed the parking calculations and limitations for capacity in the building.

Commissioner Homan asked about the new capacity of the patio area.

Mr. Meehan responded that the City's building official would determine the exact capacity. Currently the patio capacity is 125.

Commissioner Homan asked about entrances/exits for controlling alcohol in the outdoor area.

City Planner Brixius discussed the fence and gate requirements for the outdoor area.

Commissioner Avalos inquired as to any future plans for replacing green space.

City Planner Brixius responded that even with losing some green space for the expansion; the brewery is still within the code requirement for green space percentages.

- i. Open Public Hearing – Chair Hoffman opened the public hearing at 7:25 p.m.
- ii. Staff Summary
- iii. Discussion & Public Feedback

Jim Crosby, 4722 West Arm Road, stated he is in favor of the expansion project for the brewery. He added that he only had concerns about speakers and music amplification but stated that he was happy to see those concerns have already addressed in the memo and conditions for approval.

Chair Hoffman announced that one written comment was received prior to the public hearing that was forwarded to the Planning Commission. Stacy Lundberg, 4772 West Arm Road, stated she was in favor of the expansion project for the brewery.

- iv. Close Public Hearing & Recommendation to Council

M/Avalos, S/Mason to close the public hearing at 7:27 p.m.

Motion carried 5-0.

Commissioner Mason asked Mr. Crosby if he remembers any noise issues at the brewery's grand opening party in November 2017.

Mr. Crosby responded that he doesn't remember being disturbed by loud music that evening. His main concern with music amplification is that he doesn't want it to be a nightly occurrence.

M/Kaczanowski, S/Homan to recommend to the City Council to approve Land Use Application Nos. 18-01 VAR and 18-01 CUP, for a variance to allow a taproom patio to exceed 30 percent of the floor area of the principal structure and a conditional use permit amendment to modify the approved site/development plan for Back Channel Brewery, 4787 Shoreline Drive with the below findings and conditions:

Findings for Land Use Application No. 18-01 VAR:

1. The site is zoned C-2 district and the use is allowed within the district.
2. There is precedent within the city to a larger outdoor dining/ drinking area.
3. The Applicants site plan and narrative have outlined location, design, and operation elements to reduced compatibility issues for surrounding properties.
4. The site has available parking to address the expanded patio.

Conditions for Land Use Application No. 18-01 CUP:

1. The applicant constructs the expanded patio in accordance with the approved site plan dated 4/2/18.
2. Applicant amends its taproom on-sale license to include the expanded service area.
3. An emergency exit shall be added to the north side of the expanded patio area.
4. No new speakers shall be installed in the expanded patio area.
5. A detail of the expanded outdoor patio area be provided which addresses the following items:
 - a. The expansion of the concrete sidewalk south of the building to provide a uniform floor level and surfacing.
 - b. Submission of a gate detail and gate latch.
 - c. Demonstration of the minimum 36-inch clear aisle between the tables and chairs.
 - d. Demonstration that the patio area is disability accessible.

Motion approved 5-0.

City Planner Brixius stated that the variance and CUP approvals for the expansion project, including a smoking area, do not allow for any indoor smoking.

b. Back Channel Brewery Market CUP Public Hearing

City Planner Brixius reviewed the application for a conditional use permit to allow accessory outdoor sales displays within a C-2 Shopping Center District for a Farmer's and Artisan Market. The market would occupy the northern parking lot with not more than 20 vendors in the designated area and only for the approved times.

Chair Hoffman asked if the CUP should limit the market to certain days of the week.

City Planner Brixius responded that the City should place day and time limits on the CUP as a courtesy for the surrounding neighborhood and to help reduce nuisance complaints. He added that there is already major traffic in the vicinity of the brewery on Thursday nights in the summer.

Chair Hoffman asked if the CUP can identify two potential days for the market to choose from but only allow one operating day per week.

City Planner Brixius responded yes; this would give the market flexibility but still limit operation for one day per week.

Mr. Meehan stated that he would appreciate that flexibility.

City Planner Brixius discussed the following:

- Pedestrian traffic
- Parking requirements and agreements
- Customers will be able to access the farmer's market without having to enter the brewery
- No outdoor alcohol consumption within the market will be allowed
- No outdoor audio sound systems will be allowed

Commissioner Kaczanowski asked if the three hour timeframe is enough for set-up and tear-down of vendor stalls.

Mr. Meehan responded that he would like set-up to be allowed for approximately one hour prior to the market opening.

City Planner Brixius responded that an additional hour will be added to the CUP to allow for the time needed to set-up vendor stalls; Wednesdays from 3-7 p.m. and Sundays from 11 a.m. – 3 p.m.

- i. Open Public Hearing – Chair Hoffman opened the public hearing at 7:47 p.m.
- ii. Staff Summary
- iii. Discussion & Public Feedback
- iv. Close Public Hearing & Recommendation to Council

M/Avalos, S/Kaczanowski to close the public hearing at 7:48 p.m.

Motion carried 5-0.

M/Avalos, S/Homan to recommend to the City Council to approve Land Use Application No. 18-02 CUP, for a conditional use permit to allow a Farmers/Artisan Market at Back Channel Brewery, 4787 Shoreline Drive, based on the narrative and plan submitted to the City dated April 2, 2018 and with the conditions below:

1. The Market events shall be limited to the Wednesdays 3:00 to 7:00 p.m. and Sundays 11:00 a.m. to 3:00 p.m.
2. The market area shall be limited to the area designated on the approved site plan and limited to no more than 20 vendors. No sales, storage, or operations shall extend beyond the

approved market area. No encroachments within the landscaped areas of the site or the street right of way shall be allowed.

3. Applicant shall abide by the operational limitations outlined in their narrative dated 4/2/18.
4. Applicant shall provide trash and recycling receptacles for each event and conduct a site clean-up after each event.
5. There shall be no outdoor consumption of alcoholic beverages within the market area on in any parking lot.
6. No outdoor audio sound system within the market area.

Motion approved 5-0.

Chair Hoffman asked about the rule limiting outdoor area in relation to indoor floor space.

City Planner Brixius responded that the rules were put in place to ensure there is a financial investment in the principal building and to help control outdoor issues including noise and parking.

City Planner Brixius added that he will draft some language for an ordinance amendment addressing this issue. He stated that the language could tie the outdoor area size to the indoor floor space or to parking requirements.

The Planning Commission consensus was to see draft language that would limit outdoor space in relation to parking requirements.



NORTHWEST ASSOCIATED CONSULTANTS, INC.

4150 Olson Memorial Highway, Ste. 320, Golden Valley, MN 55422
Telephone: 763.957.1100 Website: www.nacplanning.com

PLANNING REPORT

TO: Dan Tolsma
FROM: Alan Brixius
DATE: April 6, 2018
RE: Back Channel Brewing - Variance and
Conditional Use Permit Amendment
FILE NO: 175.01 - 18.05

BACKGROUND

In 2016, the City approved a conditional use permit (CUP) application of Back Channel Brewing to allow the establishment of the brewery and taproom upon a site located at 4787 Shoreline Drive. Included as part of the CUP approval was a 510 square foot patio located on the south side of the building. Such patio is considered an accessory to the taproom use.

At this time, Back Channel Brewing wishes to expand its patio to provide an additional 1,288 square feet of patio area (46' x 28') on the east side of the building. This expansion area is intended to provide additional seating, access to food truck and an outdoor game area (corn hole). The proposed expansion would result in a total patio area of 1,798 square feet.

According to the applicant, the expanded patio is intended to accommodate a large number of taproom patrons who are expected frequent the business during warmer months of the year.

According to the Zoning Ordinance, the size of outdoor dining areas which are accessory to taprooms must not exceed 30 percent of the total customer floor area within the principal structure. The brewery/taproom building measures 3,316 square foot in size. That portion of the building devoted specifically to the taproom however, measures 1,700 square feet in area. Thus, the proposed patio area (1,798 sq. ft.) would exceed the floor area of the taproom by approximately 100 square feet and significantly exceed the maximum standard established by the Ordinance.

The subject site is zoned C-2, Shopping Center, within which breweries / taprooms are allowed by conditional use permit.

To accommodate the proposed patio expansion, the following approvals are required:

1. A variance to allow a taproom patio to exceed 30 percent of the floor area of the principal structure.
2. A conditional use permit amendment (to modify the approved site/development plan).

Attached for reference:

Exhibit A:	Applicant Narrative
Exhibit B:	Previously Approved Site Plan
Exhibit C:	Proposed Site Plan

ISSUES ANALYSIS

Variance Verses Amendment Processing. The applicants have requested a significant variation from the maximum outdoor dining/drinking area presently allowed for taprooms. Specifically, a patio which slightly exceeds the floor area of the taproom has been proposed which compares to a maximum of 30 percent allowed by the Ordinance.

If the City is inclined to support the requested variance, question exists whether consideration should be given to amending the Ordinance to allow larger outdoor drinking/dining areas associated with restaurants, bars and taprooms.

Recognizing however, that the processing of a text amendment would require a significant amount of time (staff research and related meetings) and that the applicant's wish process their request in an expeditious manner, a variance to accommodate the activity is being processed at this time.

If the City supports the idea of expanding accessory outdoor patio floor area allowances on a City-wide scale, Staff suggests that a text amendment be processed at some future point. Such amendment could make an allowance for larger outdoor dining and drinking areas or possibly eliminate the size restriction altogether, provided certain conditions are satisfied. Conditions could include, but not be limited to, the following:

- a. The area is defined by a permanent fence.
- b. The outdoor seating areas shall be required to provide parking equal to the indoor dining or drinking areas.
- c. The location of the outdoor dining or drinking areas shall not interfere with on-site parking or traffic circulation.

Patio Details. According to the applicant, the expanded patio area is to be accessed through the existing patio located south of the building and an existing barrier between the

two will be removed to allow patron circulation throughout the enlarged patio space. An emergency exit is proposed to be added to the north side of the expanded patio area.

The new patio area is to be provided a cedar railing barrier which will match the railing around the existing patio.

The applicant does not believe noise will be an issue as the patio area faces the shopping center parking lot and that the brewery/taproom building will serve as a noise mitigation feature. The applicant has noted that no new speakers are to be added to the expanded patio area.

The applicant has indicated that some string lighting, similar to that which exists in the existing patio, may be added to the expanded patio area.

Variance Evaluation Criteria. According to Section 42-166 of the Zoning Ordinance, the Planning Commission and City Council must make a finding that the granting of a variance will not:

1. *Impair an adequate supply of light and air to adjacent property.*
2. *Unreasonably increase the congestion in the public streets.*
3. *Increase the danger of fire or endanger the public safety.*
4. *Unreasonably diminish or impair established property values within the neighborhood, or in any other way be contrary to the intent of this chapter.*
5. *Violate the intent and purpose of the City's comprehensive plan.*

Further, the Zoning Ordinance states that a variance from the requirements of the Ordinance shall be permitted only when:

1. *The requested variance is in harmony with the general purposes and intent of the zoning ordinance; and*
2. *The requested variance is consistent with the City's comprehensive plan.*

The Ordinance also states that a variance may be granted when the applicant establishes that there are practical difficulties in complying with the zoning ordinance without a variance. As used in connection with the granting of a variance, the term "practical difficulties" means that:

1. *The property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance;*
2. *The plight of the land owner is due to circumstances unique to the property not created by the land owner; and*

3. *The variance, if granted, will not alter the essential character of the locality.*

The Ordinance specifically notes that economic considerations alone do not constitute practical difficulties.

In consideration of the variance request, question exists as to whether the proposed use is considered “reasonable” and whether a “practical difficulty” exists as a result of the enforcement of the City’s Ordinance requirements. As noted below there is precedent in the city for a larger outdoor area.

Precedent. In consideration of the requested variance for a larger outdoor dining and drinking area, it is important to recognize that a precedent does exist in the City. Lord Fletcher’s presents a similar operation to what is being requested by Back Channel Brewery.

An examination of an aerial photograph of Lord Fletcher’s reveals the following:

1.	Principal Building Footprint	Approximately 11,950 square feet
2.	Deck Area	Approximately 8,600 square feet
3.	Gazebo/Volleyball Court	Approximately 3,385 square feet
4.	Three Volleyball Courts	Approximately 10,750 square feet

While Lord Fletcher’s pre-dates the City’s current Ordinance and is a legal non-conforming use, its outdoor deck and recreational areas comprise approximately 190% of the principal building footprint area. This example could be a basis for allowing some expansion of Back Channel’s outdoor activities. It should be noted however, that Lord Fletcher’s has also generated nuisance issues associated with outdoor activities.

In review of the site plan the applicant has selected a location and design that is sensitive to the compatibility concerns raised by the Seton Channel residents. Located on the east side of the building this area screened from the west and the applicant will not have any outdoor sound system speakers. It should be recognized however, that the area of the proposed outdoor patio exceeds the indoor floor area of the taproom (by 100 feet). This raises question exists as to whether that patio is the principal activity upon the site.

Off-Street Parking Supply. As part of variance/ CUP amendment processing, a determination should be made that adequate off-street parking exists and can be provided to accommodate increased demand generated from the expanded patio area.

According to the Ordinance, a bar is required to have 1 parking stall per 3 seats. As part of the previous CUP approval, a total of 32 parking spaces were required of the proposed use (74 indoor seats and 21 patio seats). Considering that 52 parking stalls presently exist on the site, it is anticipated that ample off-street parking exists to accommodate the expanded patio area. The site currently has 20 surplus parking stalls. The expanded patio is

estimated to create the need for 32 parking stall creating a shortage of 12 stalls. This shortage has be addressed through a permission letter from the shopping center owner allowing overflow parking to occur within the larger shopping center parking lot.

RECOMMENDATION

As decision regarding the “reasonableness” of the proposed degree of patio expansion we offer the following findings;

1. The site is zoned C-2 district and the use is allowed within the district.
2. There is precedent within the city to a larger outdoor dining/ drinking area.
3. The Applicants site plan and narrative have outlined location, design, and operation elements to reduced compatibility issues for surrounding properties.
4. The site has available parking to address the expanded patio.

With these findings staff is supportive of the variance and the amended conditional use permit for the expanded outdoor dining and drinking area for Back Channel Brewery a 4787 Shoreline Drive bars on the plans and narrative dated 4/2/18 with the following conditions.

- A. Approval of a variance and conditional use permit to allow a taproom patio to exceed 30 percent of the floor area of the principal structure subject to the following conditions.
 1. The applicant constructs the expanded patio in accordance with the approved site plan dated 4/2/18.
 2. Applicant amends its taproom on-sale license to include the expanded service area.
 3. An emergency exit shall be added to the north side of the expanded patio area.
 4. No new speakers shall be installed in the expanded patio area.
 5. A detail of the expanded outdoor patio area be provided which addresses the following items:
 - a. The expansion of the concrete sidewalk south of the building to provide a uniform floor level and surfacing.
 - b. Submission of a gate detail and gate latch.
 - c. Demonstration of the minimum 36-inch clear aisle between the tables and chairs.
 - d. Demonstration that the patio area is disability accessible.

6. Comments of other City Staff.

cc.

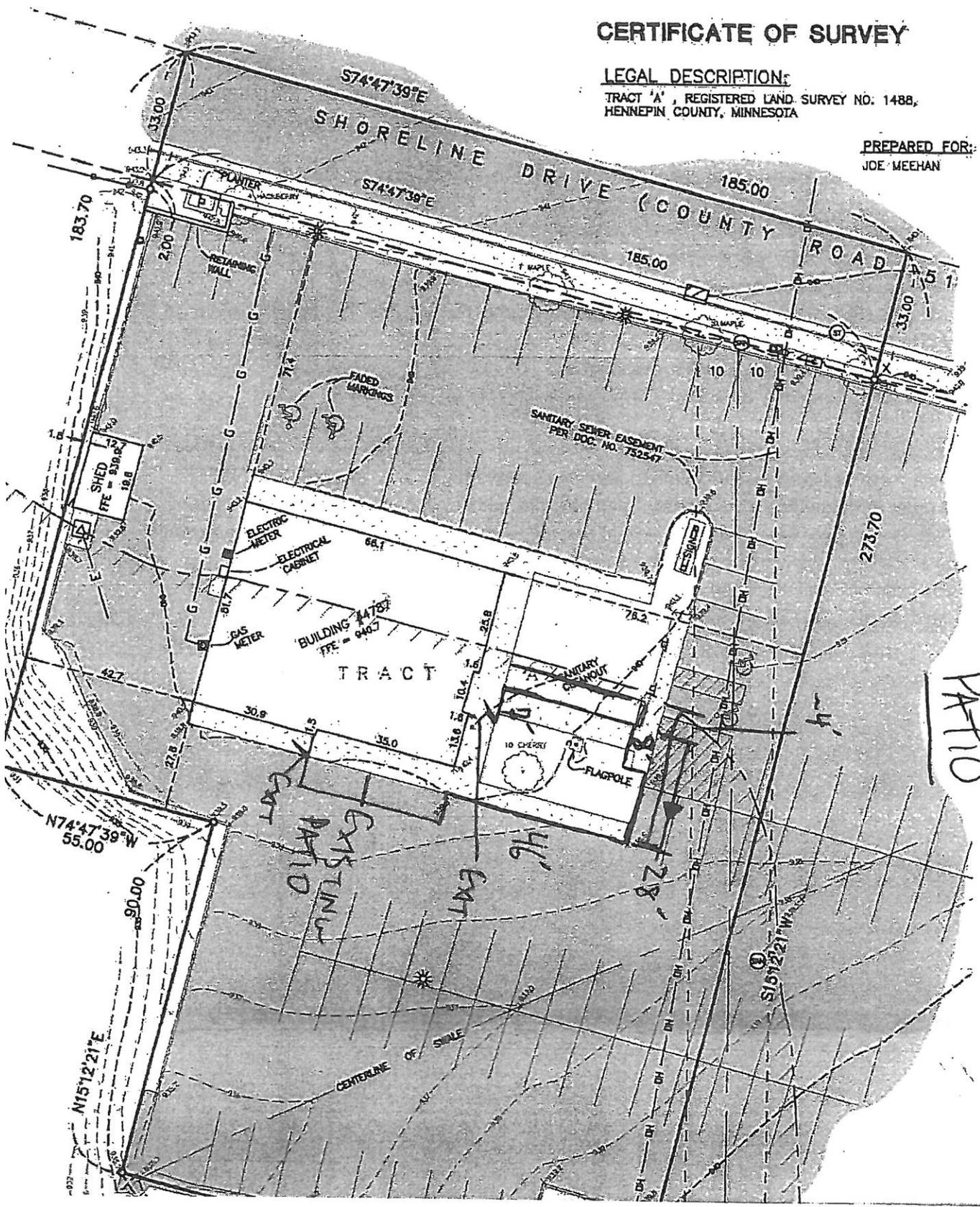
Theresa Schyma
Nancy Beck
Scott Qualle
Josh Leddy
Joe Meehan

CERTIFICATE OF SURVEY

LEGAL DESCRIPTION:

TRACT 'A', REGISTERED LAND SURVEY NO. 1488,
HENNEPIN COUNTY, MINNESOTA

PREPARED FOR:
JOE MEEHAN



LEGEND:

- SET
- WIT
- SE
- W/
- PQ
- SG
- ✳ LG
- CO
- CO
- EL
- GA
- CA
- STI
- SA
- HA
- DEC
- DH
- CH
- CO
- BIT

FEMA FLOOD ZONE
MAP #27053C0292
REVISED 11-4-20

Joe Meehan
Back Channel Brewing
4/2/18

Specifics for patio:

- Roughly 46'x28' with a couple returns. (Drawing on Cert. of Survey)
- Located at Southeast (front) of building
- Patio access will be from current patio - we'll remove one section of rail to form one cohesive patio.
- Patio floor will be poured concrete (same as existing patio)
- Patio railing will be cedar wood (same as existing patio)
- An additional emergency exit will be added to the patio on the North railing.
- Noise should not be an issue due to location at the front of the building. The building and road will provide a natural sound defense.
- No exterior speakers will be added to the exterior
- Some festoon lighting may be added. (same as existing patio).

The patio will help support the large number of visitors we expect during the warmer months. It will create more space for people to move freely and comfortably. In addition, patrons will be able to order from the food truck directly from the patio, which will provide a better and more controlled experience. We will also be able to provide a small area for games during the slower periods of the day. The location at the front will be easily monitored by our staff, draw in business from Shoreline Dr., and create a natural sound defense due to the building being in between the patio and Seton Channel.

RESOLUTION NO. 18-08

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

**A RESOLUTION APPROVING A CONDITIONAL USE PERMIT AND VARIANCE TO ALLOW AN
EXPANSION ON THE OUTDOOR DRINKING AND DINING AREA IN EXCESS OF 30% OF THE
INDOOR CUSTOMER AREA FOR BACK CHANNEL BREWERY AND TAPROOM
LOCATED AT 4787 SUNSET DRIVE
WITHIN THE CITY OF SPRING PARK**

WHEREAS, Back Channel Brewing has applied for a conditional use permit and variance to expand their outdoor dining and drinking area in excess of 30% of the indoor customer area at their property located at 4787 Sunset Drive with parcel number 181-172-3330048 in the City of Spring Park; and

WHEREAS, City Staff has reviewed submitted plans and prepared a planning report dated April 6, 2018; and

WHEREAS, the Planning Commission of the City of Spring Park met and held a public hearing on April 11, 2018 to consider the application materials, the April 6, 2018 planning report, applicant presentation, and public testimony; and

WHEREAS, the Planning Commission of Spring Park upon closing the public hearing on April 11, 2018 and voted 5 to 0, to approve the variance to allow for a larger outdoor dining and drinking area with the following findings.

1. The site is zoned C-2 district and the use is allowed within the district.
2. There is precedent within the city to a larger outdoor dining/ drinking area.
3. The Applicants site plan and narrative have outlined location, design, and operation elements to reduced compatibility issues for surrounding properties.
4. The site has available parking to address the expanded patio.

WHEREAS, upon approving the requested variance the Planning Commission voted 5 to 0 to recommend approval of the conditional use for the expanded outdoor drinking and dining area for Back Channel Brewery / Taproom in accordance with the plan and narrative dated April 2, 2018 with the conditions outlined in the NAC planning report dated April 6, 2018; and

WHEREAS, the City Council of the City of Spring Park met on April 16, 2018 to consider the conditional use permit and variance application; and

WHEREAS, the City Council of the City of Spring Park agrees with the findings and recommendations of the Planning Commission and the NAC planning report dated April 6, 2018.

NOW, THEREFORE BE IT RESOLVED that the City Council of Spring Park, Minnesota hereby approves the conditional use permit and variance for a brewery / taproom to expand their outdoor drinking and dining area in excess of 30% of the indoor customer area of the principal building subject to the following conditions.

- A. Approval of a variance and conditional use permit to allow a taproom patio to exceed 30 percent of the floor area of the principal structure subject to the following conditions.
1. The applicant constructs the expanded patio in accordance with the approved site plan and narrative dated 4/2/18.
 2. Applicant amends its taproom on-sale license to include the expanded service area.
 3. An emergency exit shall be added to the north side of the expanded patio area.
 4. No new speakers shall be installed in the expanded patio area.
 5. A detail of the expanded outdoor patio area be provided which addresses the following items:
 - a. The expansion of the concrete sidewalk south of the building to provide a uniform floor level and surfacing.
 - b. Submission of a gate detail and gate latch.
 - c. Demonstration of the minimum 36-inch clear aisle between the tables and chairs.
 - d. Demonstration that the patio area is disability accessible.
 - e. Seating and table layout and the game area layout.
 6. Comments of other City Staff.
 7. Applicant obtains a building permit for the patio expansion.

ADOPTED by the City Council of the City of Spring Park this 16th day of April, 2018.

CITY OF SPRING PARK

By: _____
Jerry Rockvam, Mayor

ATTEST:

By: _____
Theresa Schyma, City Clerk

Meeting Date: April 16, 2018

Agenda Item: 8d

TITLE:

Back Channel Brewery applied for a Conditional use for accessory outdoor sales display to operate a farmers and Artisan Market two days a week on their property located at 4787 Shoreline Drive.

RECOMMENDED ACTION:

Approval of the attached resolution for a conditional use permit for accessory outdoor sales displays to allow a farmers and artisan market two days a week as illustrated on the plan set and described in the narrative date April 2, 2018 for property located at 4787 Shoreline Drive in Spring Park. Approval will based on meeting the conditions outlined in the resolution.

BACKGROUND:

Back Channel Brewery submitted a development application for a conditional use permit to operate a farmers and artisan market at their site located at 4787 Shoreline Drive. The proposed market would operate on Wednesday evenings and Sunday afternoons. The application included a site plan and narrative describing their intended use and improvements. City staff reviewed the development application and prepared a planning report dated April 6, 2018.

The Spring Park Planning Commission held a public hearing on April 11, 2018 to take public testimony and to consider the City staff review comments outlined in the April 6, 2018 planning report. Upon closing the public hearing and considering the public testimony, the Planning Commission recommended that the City Council approve the requested conditional use permit with the conditions of the planning report and contingent on Back Channel retaining the right to use the shopping center parking for overflow parking and vendor vehicle parking.

POLICY CONSIDERATION:

The property at 4787 Shoreline Drive is zoned C-2, Shopping Center District. Accessory outdoor sales displays are allowed by conditional use permit with the C-2 district. The design and operation of the farmers and artisan market is described in the applicants narrative and site plan dated April 2, 2018.

The planning commission recommended approval of the requested CUP. If the City Council agrees with the recommendation of the Planning Commission then approval of the attached resolution is appropriate.

FINANCIAL OR BUDGET CONSIDERATIONS:

None.

Attachments: Planning Report with Exhibits dated April 6.2018
Resolution for Conditional Use Permit for outdoor sales display.

Prepared by: Alan Brixius, City Planner

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

Recommended for Approval by:
Alan Brixius, City Planner
Spring Park Planning Commission
Dan Tolsma, City Administrator



NORTHWEST ASSOCIATED CONSULTANTS, INC.

4150 Olson Memorial Highway, Ste. 320, Golden Valley, MN 55422
Telephone: 763.957.1100 Website: www.nacplanning.com

MEMORANDUM:

TO: Dan Tolsma
FROM: Alan Brixius
DATE: April 6, 2018
RE: Back Channel Brewery - Farmer's Market
FILE NO: 175.01 18.07
PROPERTY ADDRESS: 4787 Shoreline Drive

BACKGROUND:

Back Channel Brewery has submitted an application for a conditional use permit to allow accessory outdoor sales displays within a C-2 Shopping Center District. This permit is to allow for Farmers and Artisan Market to occupy their northern parking lot on Wednesday (4-7:00 pm) and Sundays (noon to 3:00pm). The market would be limited to not more than 20 vendors in the designated area and only for the requested times.

ANALYSIS:

Zoning:

The C-2 district allows accessory outdoor sales by Conditional use permit if the following conditions are met.

1. The sales area is defined on the site plan and on the site in a measurable form so the zoning administrator may verify the size of the approved sales area.

Comment: The site plan illustrates the proposed market area. The applicant proposes to define the market area on-site using the vendor tents, striped parking stalls and limiting the number of vendors to not more than 20. The designated area is well defined by the building, striped parking stalls, and the parking lot island. A condition of CUP approval will be that the market area will not exceed the approved space.

2. The Sales area must have a paved surface.

Comment: The market area will be located on part of the paved parking lot.

3. Outdoor displays shall not be within a public right of way.

Comment: All market activities and operations must occur within the approved market area. No sales display items, signs, equipment storage, or operations may extend into the landscaped area north of the parking lot or into the Shoreline Drive right of way.

4. Outdoor display areas will not interfere with on-site parking or circulation.

Comment: The site plan illustrates that the market area will occupy up to 22 parking stalls on the north side of the building. The applicant has provided a letter from the shopping center owner allowing overflow parking to occur in the larger shopping center parking lot. The temporary nature of the events is scheduled to occur at times that will not interfere with brewery deliveries or garbage pick-up. The event times will not interfere with other peak business hours. The market location and its limited times and dates satisfy this condition.

5. Outdoor sales displays shall be screened for view of abutting residential zoning districts.

Comment: The applicant site plan located the proposed market area on the north side of their building to provide exposure to the Shoreline Drive traffic, but to also use the building to screen the activities from the Seton Channel homes. The proposed market area provides significant separation from the nearest homes, the space between the market area and Seton Channel is wooded, and the events will be occurring during leaf on summertime conditions. Additionally the vendor tents and setups will provide additional screening of activities within the market area.

6. Adequate parking remains after the establishment of the sales display area.

Comment: The applicant has provided a letter from the owner of the adjoining shopping center granting permission to allow overflow parking within the larger shopping center parking lot. The proposed market is intended expand the draw of the brewery and shopping center to the benefit of these businesses.

7. Outdoor uses.

Comment: In discussion with city staff and the city council, concern has been raised over the expansion of outdoor activities at this site in this light staff is recommending the following limitations on the Outdoor Market area.

- No outdoor Alcoholic consumption within the market area or any parking lot.
- No outdoor audio sound system.
- The applicant shall provide trash and recycling receptacles and perform site clean-up after each market event.

CONCLUSION:

The C-2 district allows for outdoor sale as a conditional use permit. In review of the applicant's narrative and site plan we recommend approval of the condition use permit based on the plan and narrative dated 4-2-18 with the following conditions.

1. The Market events shall be limited to the Wednesdays 4 to 7 pm and Sundays 12 to 3 pm.
2. The market area shall be limited to the area designated on the approved site plan and limited to no more than 20 vendors. No sales, storage, or operations shall extend beyond the approved market area. No encroachments within the landscaped areas of the site or the street right of way shall be allowed.
3. Applicant shall abide by the operational limitations outlined in their narrative dated 4/2/18.
4. Applicant shall provide trash and recycling receptacles for each event and conduct a site clean- up after each event.
5. There shall be no outdoor consumption of alcoholic beverages within the market area on in any parking lot.
6. No outdoor audio sound system within the market area.

Cc.

Theresa Schyma
Nancy Beck
Scott Qualle
Josh Leddy
Joe Meehan

FARMER ARTISAN MARKET

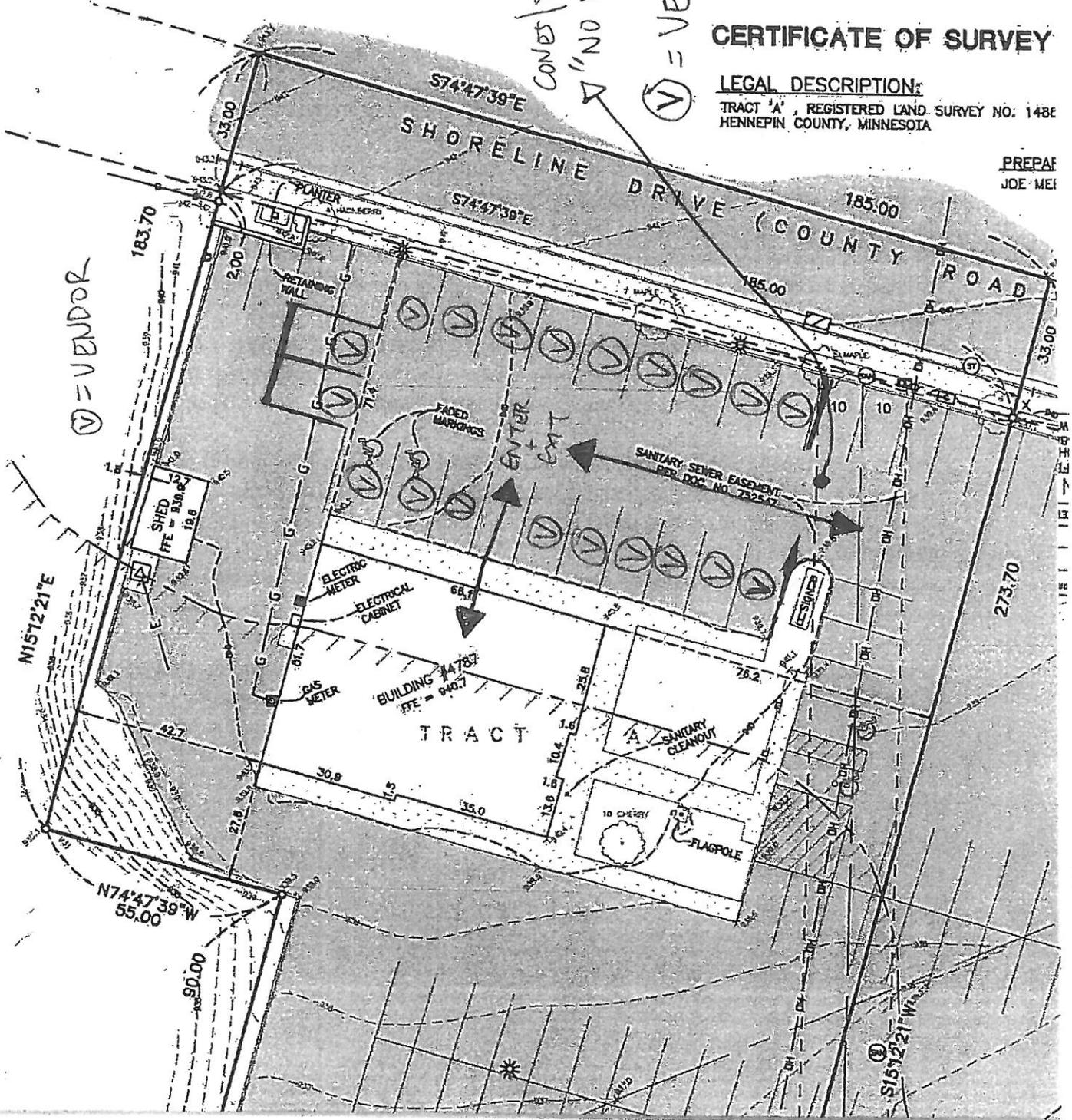
ⓧ = VENDOR

COND. SIGNAGE
"NO VEHICLES"
ⓧ = VENDOR

CERTIFICATE OF SURVEY

LEGAL DESCRIPTION:
TRACT 'A', REGISTERED LAND SURVEY NO: 1488
HENNEPIN COUNTY, MINNESOTA

PREPARED BY
JOE MEI



Joe Meehan
Back Channel Brewing
4/2/18

Specifics for Farmer and Artisan Market:

- Held weekly on Wednesdays or Sundays from May-September (leaning toward Wednesday but we will confirm that this week).
- 4-7pm on Wednesdays or 12-3 on Sundays (time subject to small change)
- Held in North parking lot of our building
- Approximately 20 Vendors will be scheduled to attend every week. Each vendor will have roughly the space of a parking spot. (Layout shown on Cert. of Survey).
- Vendors will form the market in a U-Shape, with entrance/exit located on East end of market. There will also be entrance/exit access from the brewery North door.
- Although it will be obvious, we will post a sign/bright cones directing vehicle traffic from entering market area.
- Noise should not be an issue due to the hours and location of the market.
- Vendors using portable canopy tents will be required to weigh down the legs for safety.
- We are NOT requesting that patrons can have beer in parking lot, market area will be alcohol-free.
- Vendors combined with our staff will be in charge of all clean-up after market concludes. We will provide sufficient, easily accessible waste/recycling canisters for patrons and vendors.
- If necessary, overflow parking in the strip mall lot has been approved and signed by Joel Bottenhoff.
- We will have staff monitoring the market to ensure a safe and positive experience for all involved.

We are super excited to bring this event to Spring Park. The idea has already created a lot of buzz and it is sure to bring more people and more excitement to the community. Further, we will be trying to get several local vendors to make it even more of a community experience.

RESOLUTION NO. 18-09

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

**A RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR OUTDOOR SALLES
DISPLAY TO OPERATE A FARMERS AND ARTISAN MARKET FOR BACK CHANNEL
BREWERY AND TAPROOM
LOCATED AT 4787 SUNSET DRIVE
WITHIN THE CITY OF SPRING PARK**

WHEREAS, Back Channel Brewing has applied for a conditional use permit and submitted a site plan and project narrative for outdoor sales display to operate a farmers and artisan market two times a week at their property located at 4787 Sunset Drive with parcel number 181-172-3330048 in the City of Spring Park; and

WHEREAS, City Staff has reviewed submitted plans and prepared a planning report dated April 6, 2018; and

WHEREAS, the Planning Commission of the City of Spring Park met and held a public hearing on April 11, 2018 to consider the application materials, the April 6, 2018 planning report, applicant presentation, and public testimony; and

WHEREAS, the Planning Commission of Spring Park upon closing the public hearing on April 11, 2018 and voted 5 to 0, to approve the conditional use permit to allow outdoor sales display to operate a farmers and artisan market on Wednesday evenings and Sunday afternoons in accordance with plan and narrative dated April 2, 2018 submitted by the applicant; the conditions outlined in the April 6, 2018 planning report and contingent on maintaining the shared parking agreement with the shopping center for overflow parking.

WHEREAS, the City Council of the City of Spring Park met on April 16, 2018 to consider the conditional use permit and the submission information; and

WHEREAS, the City Council of the City of Spring Park agrees with the findings and recommendations of the Planning Commission and the NAC planning report dated April 6, 2018.

NOW, THEREFORE BE IT RESOLVED that the City Council of Spring Park, Minnesota hereby approves the conditional use permit for outdoor sales display to allow the operation of a farmer and artisan market on the subject site on Wednesday evenings and Sunday afternoons subject to the following conditions.

1. The Market events shall be limited to the Wednesdays 4 to 7 pm and Sundays 12 to 3 pm.
2. The market area shall be limited to the area designated on the approved site plan and limited to no more than 20 vendors. No sales, storage, or operations shall extend beyond the approved market area. No encroachments within the landscaped areas of the site or the street right of way shall be allowed.
3. Applicant shall abide by the operational limitations outlined in their narrative dated 4/2/18.

4. Applicant shall provide trash and recycling receptacles for each event and conduct a site clean- up after each event.
5. There shall be no outdoor consumption of alcoholic beverages within the market area on in any parking lot.
6. No outdoor audio sound system within the market area.
7. The applicant shall maintain a shared parking agreement with the shopping center for overflow parking.

ADOPTED by the City Council of the City of Spring Park this 16th day of April, 2018.

CITY OF SPRING PARK

By: _____
Jerry Rockvam, Mayor

ATTEST:

By: _____
Theresa Schyma, City Clerk

EXHIBIT B
Required Form for Proposals

Contractors may use this form to submit proposals, or may replicate the exact format below to submit proposals on contractor company letterhead. Proposals not in the following format may be rejected.

Quotes to service the general maintenance areas and options consistent with the terms of this Request for Proposals should be quoted as a fee for the complete 2018 season. PLEASE NOTE: The City of Spring Park is tax exempt.

CONTRACTOR INFORMATION

COMPANY NAME Beniek Property Services Inc. CONTACT Ryan Bierlein
STREET ADDRESS 8229 Upland Cir.
CITY / STATE / ZIP Chanhassen, MN 55318
PHONE NUMBER 952-361-3399 FAX NUMBER 952-361-3336

	TOTAL BID
Job Sites A - E	(FULL SEASON, A - E) \$ <u>11,880.00</u>

NORLING'S

Lake Minnetonka Landscapes, Inc.
4316 Shoreline Drive (Mail to) P.O. Box 361
Spring Park, MN 55384
Phone (952) 471-0255 Fax (952) 471-1181
www.norlings.net

EXHIBIT B **Required Form for Proposals**

CONTRACTOR INFORMATION

COMPANY NAME: NORLING'S LAKE MINNETONKA LANDSCAPES **CONTACT:** GEORGE NORLING

STREET ADDRESS: 4316 SHORELINE DRIVE

CITY/STATE/ZIP: SPRING PARK / MN / 55384

PHONE NUMBER: 952-471-0255

FAX NUMBER: 952-472-1181

	TOTAL BID
JOB SITES A – E	(FULL SEASON, A – E) \$11,700.00

This is an attachment to Contract/Proposal Form, Terms & Conditions
Professionally serving commercial and residential communities since 1974

EXHIBIT B
Required Form for Proposals

Contractors may use this form to submit proposals, or may replicate the exact format below to submit proposals on contractor company letterhead. Proposals not in the following format may be rejected.

Quotes to service the general maintenance areas and options consistent with the terms of this Request for Proposals should be quoted as a fee for the complete 2018 season. PLEASE NOTE: The City of Spring Park is tax exempt.

CONTRACTOR INFORMATION

COMPANY NAME Witts End Landscaping CONTACT Tom Witte
STREET ADDRESS P.O. Box 11
CITY / STATE / ZIP Monticello, MN 55367
PHONE NUMBER 612-666-5052 FAX NUMBER tomw@wittsendlandscap
eml *• 60*

	TOTAL BID
Job Sites A - E	(FULL SEASON, A - E) \$ 11,550 ⁰⁰

EXHIBIT B
Required Form for Proposals

Contractors may use this form to submit proposals, or may replicate the exact format below to submit proposals on contractor company letterhead. Proposals not in the following format may be rejected.

Quotes to service the general maintenance areas and options consistent with the terms of this Request for Proposals should be quoted as a fee for the complete 2018 season. PLEASE NOTE: The City of Spring Park is tax exempt.

CONTRACTOR INFORMATION

COMPANY NAME Larson LawnScape, Inc CONTACT John Larson
STREET ADDRESS 5054 Industrial St
CITY / STATE / ZIP Maple Plain MN 55359
PHONE NUMBER 952-472-9244 FAX NUMBER 952-472-2133

	TOTAL BID
	(FULL SEASON, A - E)
Job Sites A - E	\$ 9,660. -

office @ LarsonLawnScape.com

(COI has been supplied)

14a



Date: April 11, 2018

To: City of Spring Park

From: Dallas Roggeman, Operator

O & M Report: March 2018

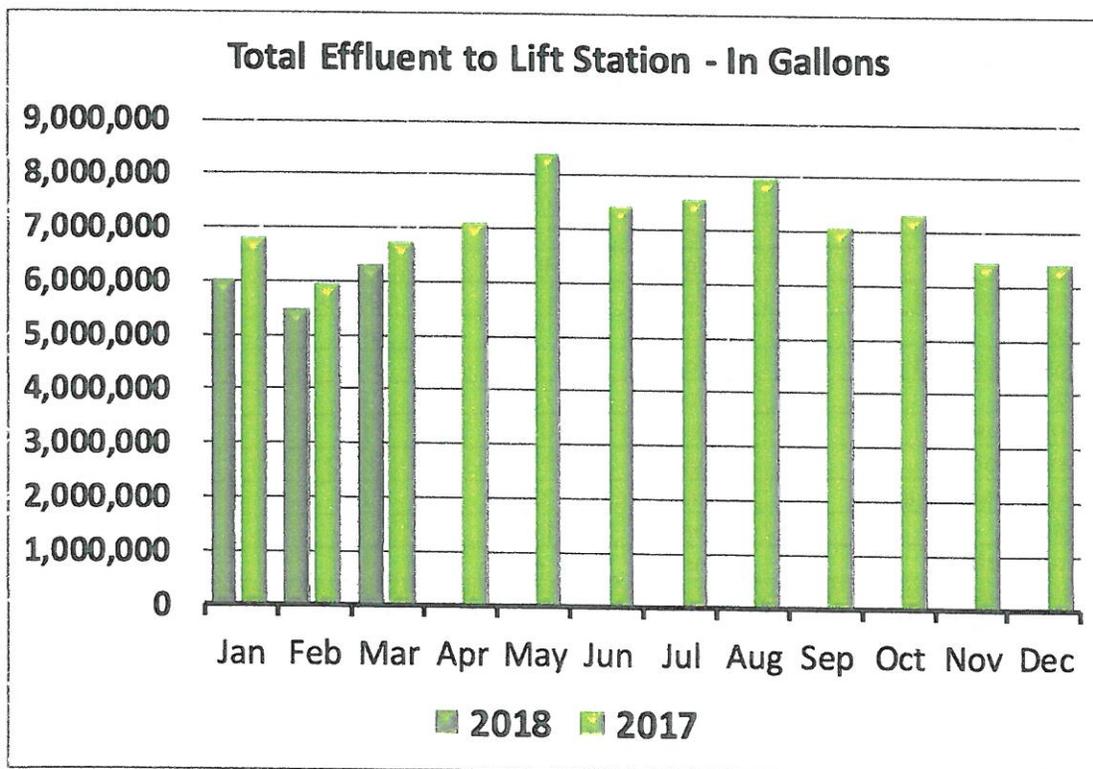
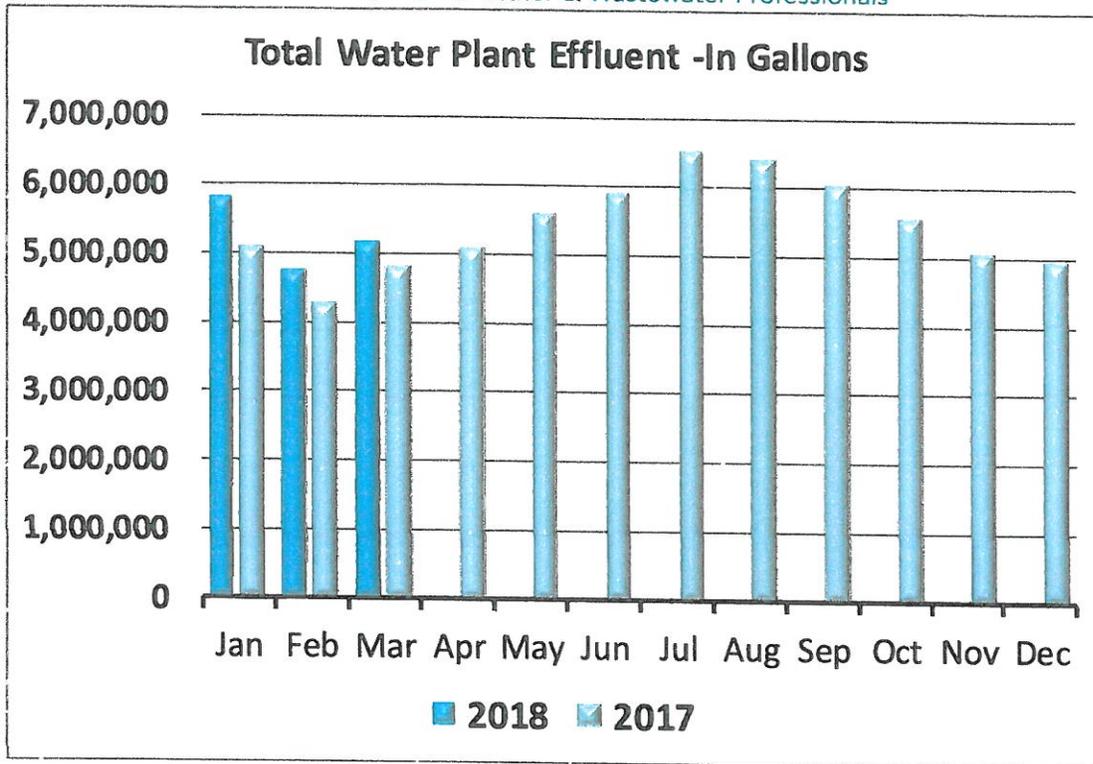
Spring Park Operations and Maintenance

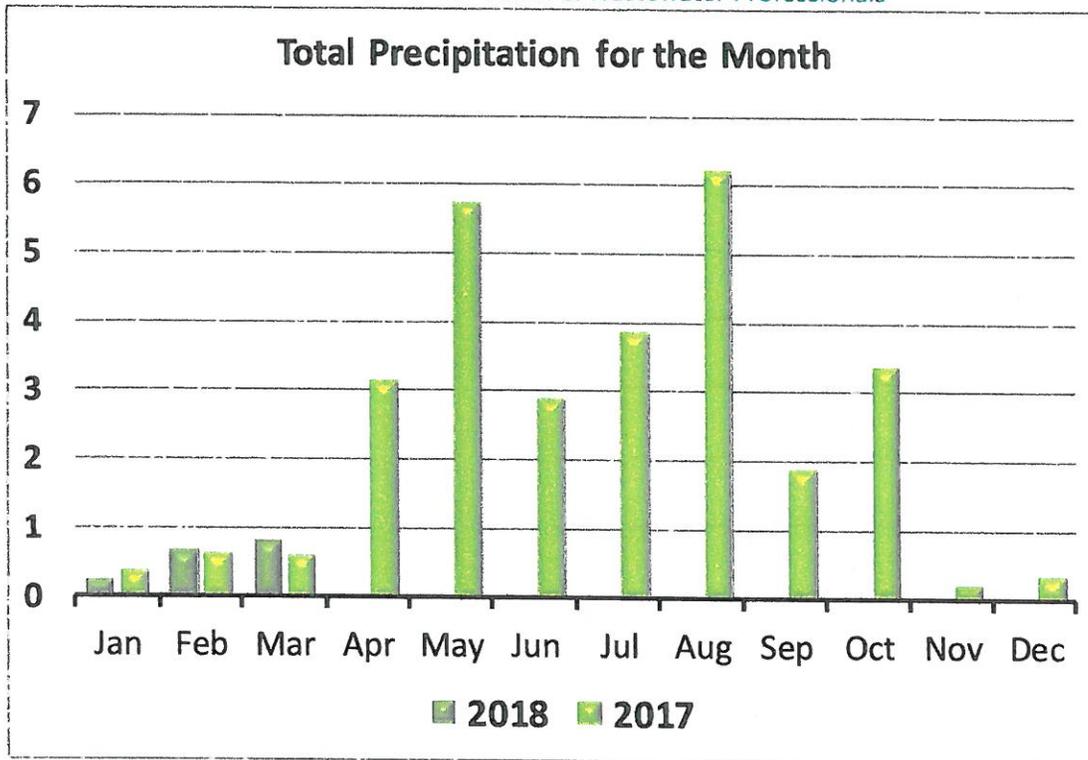
- On 3-9-18, we had another watermain break, this time on Kings Rd. It was another spiral crack in the main.
- Posted road restriction signs on 3-15-18.
- Adjusted the draw down level on the pumps at lift station #6 (the main), the impellers were starting to show a little wear, and we had a couple hiccups of air in the line. With the adjusted setpoints, the station will not stay quite as clean but will protect our pumps better and prevent them from air locking.
- Adjusted the signal strength on the lift station antennas, to get us better communication with the water tower that then relays the information to the Scada system in the water treatment plant.
- Had all the lift station pump inspections completed, I will update you with further information, once the final reports are completed. They also inspected Press Homes grinder in the manhole outside of the establishment that prevents large debris from going to the lift stations.
- Had lift station #6 and the pre-treatment bar rack in it cleaned out. This is done 2-3 times per year to prevent the pumps from plugging with debris.
- During the boring of a fiber optic cable on Shoreline Dr., an underground electrical cable was hit, you will notice a couple street lights out in the area it was hit. A1 Electric has been to the site and will be fixing the problem soon.
- Tried some quick patch on a few potholes in town to get us by until temps warm up and we can get a contractor out, but they did not hold.
- The sewer main relining crew was in town. We ran into a couple hiccups. The main that runs to Park Island Apartments (manhole 5A to 5B) had too much I & I (inflow and infiltration of ground water) coming in for them to grout the cracks prior to re-lining. It is obvious this is a troublesome area with a high-water table, Mike Kuno and I are working on options to get this section dewatered, dug up, and replaced. They had one other problem on Sunset, they blew a hole in one of their lines and did not have enough left to



finish the job, so they will be coming back soon to finish one small stretch here. Other than that, the rest of the lines went well, we were also able to close some old abandoned service lines that were never capped when the houses were removed. This is a very slick and convenient technology, I suggest we continue to improve our mains with slip lining annually, or as needed. Unless of course we are going to go the route of new utilities.

- Reviewed the PeopleService Inc companywide monthly minder on taking precautions to avoid injuries.
- Try and stay on top of water runoff and ponding, we are hoping that the storm sewers stay open and flowing with the cool spring temperatures.
- Attended our company's central region quarterly safety meeting. As the region's safety coordinator, I prepared and presented the materials. This quarters safety topic was water and sewer treatment plant safety.
- Other Miscellaneous tasks include: operate our backup well #3, train backup PeopleService employees on all duties, shovel at the city hall, water plant, and as needed at the lift stations, attend meetings, have chemicals delivered and fill as needed, water shut-offs and turn-ons as needed, monitor street lights for proper operation, install and repair water meters and readers as needed, monitor poly phosphate levels in the water, complete water and sewer locates 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, lower flags to half-staff and raise as needed, clean.





		March-18	February-18	March-17
Water				
Average Daily Pumped	gallons	166,790	170,354	155,494
Maximum Daily Pumped	gallons	237,000	300,000	211,000
Total Monthly Pumped	gallons	5,170,500	4,769,900	4,820,300
Well #1 Pumped	gallons	1,974,200	1,819,100	25,000
Well #1 Average Pumped	gallons	63,684	64,968	806
Well #2 Pumped	gallons	3,040,300	2,926,000	38,000
Well #2 Average Pumped	gallons	98,074	104,500	1,226
Well #3 Pumped	gallons	0	0	4,777,900
Well #3 Average Pumped	gallons	0	0	154,126
Fluoride used	gallons	7.8	6.5	9.4
Fluoride Average used	gallons	0.3	0.2	0.3
Poly Phosphate used	pounds	116.6	87.2	0.0
Poly Phosphate Average used	pounds	3.8	3.1	0.0
Chlorine used	lbs	117	90	129
Chlorine Average used	lbs	4	3	4
Wastewater				
Effluent Flow				
Maximum Daily Pumped Wastewater	gallons	217,260	213,320	232,020
Average Daily Pumped Wastewater	gallons	203,400	195,080	216,770
Lift Station Effluent to Met Council	gallons	6,305,390	5,462,350	6,719,830
Precipitation	inches	0.77	0.63	0.60

Completed Work Order General Report

WO#	27828.01	Type	Scheduled	Priority	5	Downtime Hours	Total Cost	\$0.00
Create Reason	Triggered by Calendar	Created By	jfanciullo					
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 zerker 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								

Created	2/28/2018
Printed	
Scheduled	3/1/2018
Delinquent	3/31/2018
Completed	3/20/2018

WO#	27827.01	Type	Scheduled	Priority	5	Downtime Hours	Total Cost	\$0.00
Create Reason	Triggered by Calendar	Created By	jfanciullo					
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								

Created	2/28/2018
Printed	
Scheduled	3/1/2018
Delinquent	3/31/2018
Completed	3/7/2018

WO#	27826.01	Type	Scheduled	Priority	5	Downtime Hours	Total Cost	\$0.00
Create Reason	Triggered by Calendar	Created By	jfanciullo					
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	GENERATOR 1 - ALL GOOD GENERATOR 2 - ALL GOOD GENERATOR 3 - ALL GOOD GENERATOR 5 - ALL GOOD WTP - ALL GOOD GENERATOR 6 - ALL GOOD PORTABLE - ALL GOOD							

Created	2/28/2018
Printed	
Scheduled	3/1/2018
Delinquent	3/31/2018
Completed	3/7/2018

WO#	27825.01	Type	Scheduled	Priority	5	Downtime Hours	Total Cost	\$0.00
Create Reason	Triggered by Calendar	Created By	jfanciullo					
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.							

Created	2/28/2018
Printed	
Scheduled	3/1/2018
Delinquent	3/31/2018
Completed	3/8/2018

Notes

WO#	27824.01	Type	Scheduled	Priority	5	Downtime Hours	Total Cost	\$0.00
Create Reason	Triggered by Calendar	Created By	jfanciullo					
Equipment	5308-LS-2	Lift Station #2						
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.							

Created	2/28/2018
Printed	
Scheduled	3/1/2018
Delinquent	3/31/2018
Completed	3/8/2018

Notes

WO#	27823.01	Type	Scheduled	Priority	5	Downtime Hours	Total Cost	\$0.00
Create Reason	Triggered by Calendar	Created By	jfanciullo					
Equipment	5308-LS-3	Lift Station #3						
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.							

Created	2/28/2018
Printed	
Scheduled	3/1/2018
Delinquent	3/31/2018
Completed	3/8/2018

Notes

WO#	27822.01	Type	Scheduled	Priority	5	Downtime Hours	Total Cost	\$0.00
Create Reason	Triggered by Calendar	Created By	jfanciullo					
Equipment	5308-LS-4	Lift Station #4						
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.							

Created	2/28/2018
Printed	
Scheduled	3/1/2018
Delinquent	3/31/2018
Completed	3/8/2018

Notes

WO# 27821.01	Type Scheduled	Priority 5	Downtime Hours	Total Cost \$0.00
Create Reason	Triggered by Calendar	Created By jfanciullo		<div style="border: 1px solid black; padding: 5px;"> <p>Created 2/28/2018</p> <p>Printed</p> <p>Scheduled 3/1/2018</p> <p>Delinquent 3/31/2018</p> <p>Completed 3/8/2018</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

WO# 27820.01	Type Scheduled	Priority 5	Downtime Hours	Total Cost \$0.00
Create Reason	Triggered by Calendar	Created By jfanciullo		<div style="border: 1px solid black; padding: 5px;"> <p>Created 2/28/2018</p> <p>Printed</p> <p>Scheduled 3/1/2018</p> <p>Delinquent 3/31/2018</p> <p>Completed 3/8/2018</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	<p>AMPS RTM 1 - 384 AMPS RTM 2 - 374 AMPS RTM 3 - 384 HAD SOME TROUBLE WITH THIS LIFT ON 3/14/18. HIGH LEVEL ALARM CALLED OUT. ALL 3 PUMPS WERE ON BUT NOT PUMPING DOWN. THEN THEY ALL STARTED PUMPING LIKE THEY WERE AIR LOCKED. SERVICE CREW IS COMING TO TAKE A LOOK AT THINGS. ALSO CLEANED FLOATS.</p>			

WO# 27766.01	Type Scheduled	Priority 5	Downtime Hours	Total Cost \$0.00
Create Reason	Triggered by Calendar	Created By jfanciullo		<div style="border: 1px solid black; padding: 5px;"> <p>Created 2/28/2018</p> <p>Printed</p> <p>Scheduled 3/1/2018</p> <p>Delinquent 3/31/2018</p> <p>Completed 3/20/2018</p> </div>
Equipment	6308-AIR STRIPPER BLOWERS	BLOWERS FOR AIR STRIPPER		
Location	5308-Spring Park			
Task	MONTHLY-PM			
Instructions	MONITOR INTAKE AND DISCHARGE PRESSURE. CHANGE FILTERS IF NEEDED.			
Notes	DID NOT CHANGE FILTERS. WE ARE WAITING FOR THE INLET PRESSURE GAUGES TO BE INSTALLED. THEN WE WILL BE CHANGING FILTERS.			

WO# 27765.01	Type Scheduled	Priority 5	Downtime Hours	Total Cost \$0.00
Create Reason	Triggered by Calendar	Created By jfanciullo		<div style="border: 1px solid black; padding: 5px;"> <p>Created 2/28/2018</p> <p>Printed</p> <p>Scheduled 3/1/2018</p> <p>Delinquent 3/31/2018</p> <p>Completed 3/7/2018</p> </div>
Equipment	6308-CL-G-MON	Chlorine Gas Monitor		
Location	6308- Spring Park			
Task	MPM Monthly Preventative Maintenance			
Instructions	<p>Test sensor and alarm system. Place a teaspoon of calcium hypochlorite into a plastic bottle and keep the bottle capped until ready to test the sensor. Open the bottle and place the mouth near the sensor. The DVM reading will rise rapidly. Immediately remove the bottle as it is best to expose the sensor to the high concentrations as briefly as possible. If the sensor does not respond when the bottle is held near the sensor, the sensor must be replaced. Confirm red light on building is working.</p>			
Notes	ALARM DIALED OUT TO DALLAS			

Completed Work Order General Report

WO# 27758.01	Type Scheduled	Priority 5	Downtime Hours	Total Cost \$0.00					
Create Reason	Triggered by Calendar	Created By jfanciullo		<table border="1"> <tr><td>Created 2/28/2018</td></tr> <tr><td>Printed</td></tr> <tr><td>Scheduled 3/2/2018</td></tr> <tr><td>Delinquent 4/1/2018</td></tr> <tr><td>Completed 3/7/2018</td></tr> </table>	Created 2/28/2018	Printed	Scheduled 3/2/2018	Delinquent 4/1/2018	Completed 3/7/2018
Created 2/28/2018									
Printed									
Scheduled 3/2/2018									
Delinquent 4/1/2018									
Completed 3/7/2018									
Equipment	6308-EWS	Eye Wash Station							
Location	6308- Spring Park								
Task	MPM Monthly Preventative Maintenance								
Instructions	Flush eye wash and inspect for proper working order.								
Notes	DONE WEEKLY								

WO# 27764.01	Type Scheduled	Priority 5	Downtime Hours	Total Cost \$0.00					
Create Reason	Triggered by Calendar	Created By jfanciullo		<table border="1"> <tr><td>Created 2/28/2018</td></tr> <tr><td>Printed</td></tr> <tr><td>Scheduled 3/1/2018</td></tr> <tr><td>Delinquent 3/31/2018</td></tr> <tr><td>Completed 3/7/2018</td></tr> </table>	Created 2/28/2018	Printed	Scheduled 3/1/2018	Delinquent 3/31/2018	Completed 3/7/2018
Created 2/28/2018									
Printed									
Scheduled 3/1/2018									
Delinquent 3/31/2018									
Completed 3/7/2018									
Equipment	6308-GSF	Gravity Sand Filter							
Location	6308- Spring Park								
Task	MPM Monthly Preventative Maintenance								
Instructions	Flush PVC line above backwash sludge tank into the backwash sludge tank until clean (there is a piece of PVC pipe with a coupler attachment to hook up to drain this)								
Notes									

WO# 27763.01	Type Scheduled	Priority 5	Downtime Hours	Total Cost \$0.00					
Create Reason	Triggered by Calendar	Created By jfanciullo		<table border="1"> <tr><td>Created 2/28/2018</td></tr> <tr><td>Printed</td></tr> <tr><td>Scheduled 3/1/2018</td></tr> <tr><td>Delinquent 3/31/2018</td></tr> <tr><td>Completed 3/7/2018</td></tr> </table>	Created 2/28/2018	Printed	Scheduled 3/1/2018	Delinquent 3/31/2018	Completed 3/7/2018
Created 2/28/2018									
Printed									
Scheduled 3/1/2018									
Delinquent 3/31/2018									
Completed 3/7/2018									
Equipment	6308-HS-Pum-1	High Service Pump #1							
Location	6308- Spring Park								
Task	QPM Quarterly Preventatvie Maintenance								
Instructions	Grease upper and lower units. Observe oil level thru site glass. Inspect for abnormal wear. Lubriplate Synthetic SFL-1 Food Machinery Lubricant/Grease and can get it at ISC Companies 12905 HWY 55 Minneapolis MN								
Notes									

WO# 27762.01	Type Scheduled	Priority 5	Downtime Hours	Total Cost \$0.00					
Create Reason	Triggered by Calendar	Created By jfanciullo		<table border="1"> <tr><td>Created 2/28/2018</td></tr> <tr><td>Printed</td></tr> <tr><td>Scheduled 3/1/2018</td></tr> <tr><td>Delinquent 3/31/2018</td></tr> <tr><td>Completed 3/7/2018</td></tr> </table>	Created 2/28/2018	Printed	Scheduled 3/1/2018	Delinquent 3/31/2018	Completed 3/7/2018
Created 2/28/2018									
Printed									
Scheduled 3/1/2018									
Delinquent 3/31/2018									
Completed 3/7/2018									
Equipment	6308-HS-PUM-2	High Service Pump #2							
Location	6308- Spring Park								
Task	QPM Quarterly Preventatvie Maintenance								
Instructions	Grease upper and lower units. Observe oil level thru site glass. Inspect for abnormal wear. Lubriplate Synthetic SFL-1 Food Machinery Lubricant/Grease and can get it at ISC Companies 12905 HWY 55 Minneapolis MN								
Notes									

WO# 27761.01	Type Scheduled	Priority 5	Downtime Hours	Total Cost \$0.00					
Create Reason	Triggered by Calendar	Created By jfanciullo		<table border="1"> <tr><td>Created 2/28/2018</td></tr> <tr><td>Printed</td></tr> <tr><td>Scheduled 3/1/2018</td></tr> <tr><td>Delinquent 3/31/2018</td></tr> <tr><td>Completed 3/7/2018</td></tr> </table>	Created 2/28/2018	Printed	Scheduled 3/1/2018	Delinquent 3/31/2018	Completed 3/7/2018
Created 2/28/2018									
Printed									
Scheduled 3/1/2018									
Delinquent 3/31/2018									
Completed 3/7/2018									
Equipment	6308-WELL-1	Well #1							
Location	6308- Spring Park								
Task	MONTHLY-PM								
Instructions	Grease shaft bearing, observe oil level in sight glass. Inspect unit for abnormal wear. Conduct draw down test.								
Notes	GREASE WEEKLY OR AS PACKING LOOSENS								

Completed Work Order General Report

WO# 27760.01	Type Scheduled	Priority 5	Downtime Hours	Total Cost \$0.00					
Create Reason	Triggered by Calendar	Created By jfanciullo		<table border="1"> <tr><td>Created 2/28/2018</td></tr> <tr><td>Printed</td></tr> <tr><td>Scheduled 3/1/2018</td></tr> <tr><td>Delinquent 3/31/2018</td></tr> <tr><td>Completed 3/7/2018</td></tr> </table>	Created 2/28/2018	Printed	Scheduled 3/1/2018	Delinquent 3/31/2018	Completed 3/7/2018
Created 2/28/2018									
Printed									
Scheduled 3/1/2018									
Delinquent 3/31/2018									
Completed 3/7/2018									
Equipment	6308-WELL-2	Well #2							
Location	6308- Spring Park								
Task	MONTHLY-PM								
Instructions	Grease shaft bearing, observe oil level in sight glass. Inspect unit for abnormal wear. Conduct draw down test.								
Notes	GREASE WEEKLY OR AS PACKING LOOSENS								

WO# 27759.01	Type Scheduled	Priority 5	Downtime Hours	Total Cost \$0.00					
Create Reason	Triggered by Calendar	Created By jfanciullo		<table border="1"> <tr><td>Created 2/28/2018</td></tr> <tr><td>Printed</td></tr> <tr><td>Scheduled 3/1/2018</td></tr> <tr><td>Delinquent 3/31/2018</td></tr> <tr><td>Completed 3/6/2018</td></tr> </table>	Created 2/28/2018	Printed	Scheduled 3/1/2018	Delinquent 3/31/2018	Completed 3/6/2018
Created 2/28/2018									
Printed									
Scheduled 3/1/2018									
Delinquent 3/31/2018									
Completed 3/6/2018									
Equipment	6308-WELL-3	Well #3							
Location	6308- Spring Park								
Task	MONTHLY-PM								
Instructions	Conduct draw down test. Examine well head for unusual wear or vandalism.								
Notes									

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



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
April 6, 2018

MOUND FIRE DEPARTMENT HAPPENINGS

Mound, MN, April 6, 2018– During the month of March, 2018, the Mound Fire Department responded to 13 fire related calls and 29 medical related calls, for a total of 42 callouts for the months.

Notable Events:

3-14-2018: On Wednesday, March 14, 2018 at 19:03 hours the Mound Fire Department responded to a report of a structure fire in the 5400 block of Ridgewood Cove in Minnetrista. Prior to our arrival, a neighbor had knocked down the majority of the fire with a fire extinguisher. This helped prevent the fire from spreading to the rest of the house. When the fire department arrived, Mound Fire Staff completely extinguished the blaze and ventilated the house. The residents were home at the time of the fire and were able to escape without injury. There were no injuries to any civilians or firefighters.

3-25-2018: On Sunday, March 25, 2018 at 15:15 hours, the Mound Fire Department was requested to provide mutual aid to the Loretto Fire Department for a house fire located in the 8100 block of County Road 19 in Loretto. Since the area does not have fire hydrants, the water had to be shuttled in with large tanker trucks. Along with Loretto Fire, and multiple other mutual aid departments, Mound Fire assisted with shuttling water, and extinguishing the fire.

3-30-2018: On Friday, March 30, 2018, the Mound Fire Department was dispatched to a report of a fire outside a business in the 2200 Block of Commerce Blvd. Upon arrival a large wooden planter was on fire and the fire had spread to a portion of the building siding. The fire was extinguished, and the building was checked for any fire spread and extension beneath the damaged siding. The fire was most likely ignited by a discarded cigarette. There were no injuries to civilians or firefighters.

Minnesota Severe Weather Awareness Week is April 9-13, 2018. Are you prepared for severe weather? You should be! The week of April 9-13 is a great time to make and practice your emergency plan and build an emergency preparedness kit. This is a perfect time to practice emergency preparedness with your children.

Know What Weather Warnings mean:

- **Weather Warning:**
 - A dangerous weather or event is occurring or imminent
 - Likely significant threat to life or property
 - Take protective action immediately

- **Weather Watch:**
 - Weather conditions are favorable for a hazardous weather event
 - Stay alert to changing condition
 - Make alternate plans
 - Be aware of possible shelter or evacuation routes.

- **Weather Advisory:**
 - Less hazardous weather conditions or less specific locations
 - Weather may still pose significant safety risk or travel problems
 - Situations are possible that could threaten life or property

Why Severe Weather Awareness Week?

The most important safety event during Severe Weather Awareness Week is the annual statewide tornado drills. There are two tornado drills scheduled for Thursday, April 12, 2018 at 1:45 p.m. and 6:45 p.m. Outdoor warning sirens and NOAA Weather Radios will sound in a simulated tornado warning. The first drill is intended for institutions and businesses. The evening drill is intended for second shift workers and families.

Minnesota Tornado Statistics

1950 - 2016	Totals	Annual Average
Tornadoes	1835	36
Tornado Deaths (last death was 2011)	99	
Tornado Injuries	1982	

Tornado Totals and Averages by Month (1950 - 2010)

	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Total
Totals	19	71	244	605	415	195	76	27	1	1653
Average	0.3	1.2	4.0	9.9	6.8	3.2	1.2	0.4	0.02	27
Percent	1	4	15	37	25	12	4	2	0	100

Greatest Number of Tornadoes in Minnesota (1950-2016)

One Year	113 in 2010
One Month	71 in June 2010
One Day	48 on June 17, 2010

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