



CITY OF SPRING PARK

MEETING NOTICE

CITY COUNCIL MEETING TIME CHANGE & ELECTRONIC/VIRTUAL MEETING

NOTICE:

The regularly scheduled City Council Meeting of April 6, 2020 has been rescheduled to an earlier time of day at 4:00 p.m. on Monday, April 6, 2020.

Furthermore, due to the COVID-19 pandemic, notice is hereby given that in accordance with the requirements of Minnesota Statute Section 13D.021, the City of Spring Park has determined that in-person meetings are not practical or prudent because of a health pandemic or an emergency declared under Chapter 12 of the Minnesota Statutes. Because of the health pandemic, it has been determined that attendance at the regular meeting location by members of the public is not feasible, and that the physical presence at the regular meeting location by at least one member of the body, chief legal counsel, or chief administrative officer may also not be feasible. Therefore, some or all of the City Council members may be participating by telephone or other electronic means.

To submit public input prior to the meeting please email City Administrator Dan Tolsma at dtolsma@ci.spring-park.mn.us

WHEN:

Monday, April 6, 2020
4:00 p.m.

WHERE:

Dial-in (Audio only): Dial +1 312 626 6799

Watch meeting via Zoom on laptop or desktop computer: <https://zoom.us/j/928179517>

Watch meeting on other devices by downloading Zoom Cloud Meetings App

*****When prompted enter Meeting ID: 928 179 517**

QUESTIONS:

For more information contact Dan Tolsma at 952-471-9051 or dtolsma@ci.spring-park.mn.us.

THERESA SCHYMA
City Clerk

Post: April 3, 2020

City of Spring Park 4349 Warren Avenue, Spring Park, MN 55384
Phone: (952) 471-9051 / Fax: (952) 471-9160 / Web: www.ci.spring-park.mn.us



CITY OF SPRING PARK
CITY COUNCIL AGENDA
APRIL 6, 2020 – 4:00 PM
SPRING PARK CITY HALL

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ADOPT MEETING AGENDA
4. ADOPT CONSENT AGENDA*
 - a. City Council Regular Meeting Minutes from March 9, 2020
 - b. Tour de Tonka Special Event Permit
 - c. Lord Fletcher's 2020 Concert Series Permit
5. PUBLIC FORUM**
6. PRESENTATIONS & GUEST SPEAKERS
7. PUBLIC HEARINGS
8. PETITIONS, REQUESTS, & APPLICATIONS
9. ORDINANCES & RESOLUTIONS
 - a. Resolution 20-11: Council Authorization for Extended Local Emergency
 - b. Resolution 20-12: Establishing Emergency Measures to Aid Local Businesses and Residents
10. REPORTS OF OFFICERS AND COMMITTEES
 - a. Mayor & Council
 - b. City Staff
 - c. Contract Staff
11. NEW BUSINESS & COMMUNICATIONS
 - a. Purchase Order 20-01: Authorizing City Hall Access Ramp Project
12. CLAIMS FOR PAYMENT
 - a. April 6, 2020 Claims
13. UPCOMING MEETINGS & TRAINING
14. MISCELLANEOUS (INFORMATION ONLY)
 - a. Open Book Meeting Notice of Cancellation
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
 MARCH 9, 2020 – 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; Mark Chase; Jeff Hoffman; Pamela Horton; and Gary Hughes

Staff Present: Dan Tolsma, City Administrator; and Brian Hare, City Engineer

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

3. ADOPT MEETING AGENDA

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

Motion carried 5-0.

4. ADOPT CONSENT AGENDA

- a. City Council Special Meeting Minutes from January 21, 2020
- b. City Council Work Session Minutes from January 21, 2020
- c. City Council Regular Meeting Minutes from January 21, 2020
- d. Garbage Hauler License Renewals
- e. Resolution 20-10: MnDOT Partnership Contract
- f. LMCIT Liability Waiver

M/Horton, S/Hughes 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 – None.

9. ORDINANCES & RESOLUTIONS – None.

10. REPORTS OF OFFICERS AND COMMITTEES

- a. Mayor & Council

Mayor Rockvam stated he wants to receive the report on a frozen fire hydrant near a recent fire in Spring Park.

Council Member Hughes stated that there is a notice posted on the fire hydrant that said it is out of service but noted that the City of Mound bags their hydrants. He wants PeopleService to bag the hydrant and not just put a notice on it to alert firefighters responding to calls.

City Administrator Tolsma responded that the frozen hydrant information will be included in the next PeopleService monthly report. He added that the hydrant that is out of service had an internal valve that failed and needs to be replaced. He stated that a notice has been posted on the hydrant that it is out of service in order to alert the Mound Fire Department when they are responding to calls but he added that the hydrant could also be bagged.

Mayor Rockvam asked how quickly the hydrant could be repaired.

City Administrator Tolsma responded that it would be advantageous to wait until the hydrant thaws to really be able to evaluate whether or not the entire hydrant should be replaced.

Mayor Rockvam would like to see more hydrants replaced in the City rather than repaired due to the age of the hydrants.

City Administrator Tolsma stated that it seems the age of the hydrants is causing issues and the City has been replacing approximately one or two hydrants each year. Many of the hydrants can be repaired rather than replaced but this is a good time to really look at the overall stock of hydrants and evaluate the City's options.

Mayor Rockvam stated that the City has gotten their money out of these hydrants since they have lasted a long time but it is probably time to replace the oldest hydrants.

Mayor Rockvam thanked Utility Billing Office Assistant Sharon Farniok for her great job on the flooring project at City Hall. He added that an assessment of City Hall was done a couple of years ago and the building is in good shape. He stated that the flooring project is the start of a few smaller projects that will be happening at City Hall including sandblasting the pillars and possibly replacing the windows. He asked City Administrator Tolsma to look into a possible grant for the window replacement since there might be some money available to make the building more energy efficient.

Mayor Rockvam asked about progress on the historical plaques for the City's two parks and City Hall. He also stated that he would like Pam Meyers at the Westonka Historical Society to find out the actual age of the building that is now City Hall.

City Administrator Tolsma stated the plaques project is moving along nicely and that the City is considering adding another plaque to the project. An idea has been talked about to include a plaque in the Spring Park Community Garden at Wilkes Park to memorialize and honor Council Member Member Pavot. Before her unfortunate passing, Council Member Pavot was instrumental in the creation of Spring Park's community garden. He added that there will potentially be a Council resolution and an additional plaque proposal at an upcoming Council meeting.

City Administrator Tolsma stated that Spring Park has been named/designated a "Heart Safe Community." He added that the designation is due to the wonderful work that the Mound Fire

Department and Orono Police Department have been doing to educate the community on what to do in the event of a heart-related emergency. He stated that Fire Chief Pederson will be making a presentation at an upcoming meeting.

Mayor Rockvam stated that the City Council needs to have a conversation about what the options are if another city decides to remove themselves from the multi-city contract for fire services. If another city withdraws from the contract it could have a major impact on Spring Park taxpayers.

Council Member Hughes also discussed the current mutual aid agreement and how it impacts the MFD budget and also the Spring Park taxpayers. He stated that MFD spends a lot of time outside of the coverage area and Spring Park helps foot the bill for other communities.

City Administrator Tolsma discussed mutual aid agreements and how neighboring communities assist in an emergency. He added that the assistance is free of charge since the original intent of the agreement was that there would be give and take which would end up balancing out for each community. However, there are now several departments like the Mound Fire Department that are contributing much more than their coverage area will ever receive in services. Spring Park is paying the bill for communities that choose to reduce their own costs by contracting with departments that are continually understaffed. The discussions are ongoing at the Fire Commission Meetings.

Council Member Chase stated he went to the Lake Minnetonka Cable Commission's new commissioner training in February. He stated that the LMCC is doing great work for the community. He reminded residents that the LMCC welcomes suggestions for show ideas and community involvement projects that we want to have televised.

b. City Staff – None.

c. Contract Staff

i. West Arm Road West Water & Sewer Engineering Proposal

City Engineer Hare presented the West Arm Road West water and sewer engineering proposal. He stated that, per the City's request, the proposal was prepared for water and sewer improvements only. He discussed the project and how it was designated as a priority in the asset management plan.

Mayor Rockvam asked why the project hasn't been sent out for bids.

City Engineer Hare responded that prior to sending out for bids, the Council needs to approve the proposal to get the plans together for contractors to bid on. He added that this water and sewer improvement project does not need a public hearing or assessment so if Council approves the proposal tonight, the project can move straight to the bid process.

City Administrator Tolsma added that the work sessions regarding West Arm Road West last year discussed water, sewer, street, and bridge improvements as a total project. After those discussions the Council consensus was to move forward with water and sewer only. He stated that the proposal tonight authorizes the engineer to move forward on the bid process for the water and sewer project.

The Council discussed the feasibility study, timeline of the project, restoration of project area, and communication with residents that will be impacted.

City Administrator Tolsma added that the project uses trenchless technology but the contractor will still have to dig down at every service line at every property. Restoration will come into play and be a big focus on this project especially in regards to communication with homeowners.

City Engineer Hare stated that there are many ways the City is considering communicating with impacted homeowners including weekly newsletters/emails, an informational webpage, and/or hosting an open house or kickoff meeting with the residents. Staff will narrow down the best methods of communication for this project as the date draws nearer.

M/Hoffman, S/Horton to approve the West Arm Road West Water & Sewer Engineering Proposal in order to proceed with the plans and specifications.

Motion Carried 5-0.

11. NEW BUSINESS & COMMUNICATIONS – None.

12. CLAIMS FOR PAYMENT

- a. March 9, 2020 Claims

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

Motion carried 5-0.

13. UPCOMING MEETINGS & TRAINING

- a. March 10 – Administration Committee – 12:00 PM
- b. March 16 – City Council Work Session – 6:00 PM
- c. March 16 – City Council Regular Meeting – 7:00 PM
- d. March 18 – Police Commission – 8:00 AM

14. MISCELLANEOUS (INFORMATION ONLY)

- a. WeCAB Newsletter
- b. December Fire Department Report
- c. January Fire Department Report
- d. January People Service Report

15. ADJOURNMENT

The meeting was adjourned by unanimous consent at 7:41 p.m.

Date Approved: April 6, 2020

Dan Tolsma, City Administrator

Theresa Schyma, City Clerk



STAFF MEMO

TOUR DE TONKA SPECIAL EVENT
PERMIT APPLICATION

1. **BACKGROUND:** The City of Spring Park has received a special event application for the 2020 Tour de Tonka. The Tour de Tonka is a large bike event to raise funds for Minnetonka Community Education. The event has several different routes ranging in length from 16 miles up to 100 miles. The proposed 48 mile route will come through Spring Park on the Dakota Rail Trail with riders traveling west to east. The event is scheduled for Saturday, August 1 from 9:00 a.m. to noon.
2. **DISCUSSION:** A representative from Minnetonka Community Education will attend a City Council meeting this summer to give a brief presentation on the event and to answer any questions from the Council.

Basic event information:

- No plans for sound amplification, vendors or concessionaires, and food or beverages in Spring Park;
- There is not a rest stop in Spring Park;
- Volunteers will use on-street parking;
- Event organizers are not requesting use of any City services or equipment;
- Event organizers will work closely with Three Rivers Park Police and the Orono Police Department (OPD) to ensure a safe riding experience for riders and for Spring Park residents; and
- Event organizers will have trail riders sweeping the course at the end of the event for sanitation and trash collection, though organizers will not be giving out anything to riders during their time in Spring Park.

The conditions that were approved for last year's event have been updated for the 2020 event and are attached. The event organizers will coordinate with the Mound Fire Department (MFD) and OPD prior to the event to ensure that all necessary safety precautions have been taken. Furthermore, the event organizers are aware they will need to comply with any additional conditions recommended by the MFD and OPD.

3. **FINANCIAL CONSIDERATIONS:** The application fee has been received.
4. **RECOMMENDATION:** Approve Special Event Permit Application #20-02 SP EV for the Tour de Tonka bike ride event on Saturday, August 1, 2020 with the attached list of conditions.

CONDITIONS TO 2020 TOUR DE TONKA SPECIAL EVENT

- 1) Event organizer will work with Three Rivers Park Police and /or Orono Police to provide uniformed officers or police reserves at Sunset Drive trail intersection crossing located in Spring Park to enforce trail rules and provide traffic control and assistance to Tour de Tonka participants. Any additional costs associated with this provision will be paid for by event organizer.
- 2) Event organizer will provide a minimum of two uniformed tour volunteers at the Kings Road trail intersection crossing to enforce trail rules and provide traffic control and assistance to Tour de Tonka participants. Additionally, event organizer will provide the city with a phone number where a Tour de Tonka official can be contacted on the day of the event.
- 3) Event organizer will provide on-bike patrols on the Spring Park section of the trail at least 45 minutes prior to the start of the event to inform trail users of the event.
- 4) Because the trail is not closed to the general public, event organizers will provide educational materials to the tour participants that instruct their riders about trail etiquette and how to safely traverse the trail. It is imperative that tour participants are furnished with information that states that the Dakota Rail Trail is a heavily used multi-purpose trail and that on the tour day it will be shared with regular weekend bikers, runners, pedestrians, etc. Tour participants will be instructed to adhere to common practices such as:
 - a. Calling out when passing pedestrians on the left.
 - b. Obeying stop signs unless signaled by police officer at roadway intersections.
 - c. Bike within the appropriate bike lane of the trail – not down the center line or across the centerline.
 - d. Do not pass pedestrians on the right.
 - e. Ride single file except when passing.
- 5) Event organizer will install informational signs at the Kings Road and Sunset Drive trail intersection crossings at least 2 hours prior to the start of the event.
- 6) Event organizer will issue a press release notice in one or more various local newspapers (Laker, Lakeshore Weekly, etc.) prior the event to notify area residents of the event.
- 7) Any additional conditions recommended by the Mound Fire Department and the Orono Police Department shall be complied with.
- 8) If the above conditions are not met the City of Spring Park reserves the right to deny future Tour de Tonka special event requests in the City of Spring Park.



STAFF MEMO

LORD FLETCHER'S SUMMER CONCERT
SERIES PERMIT APPLICATION

1. **BACKGROUND:** The City of Spring Park has received a completed Music Concert Season Series permit application and required fees for the 2020 Lord Fletcher's Summer Music Concert Series.
2. **DISCUSSION:** The basic event information for the annual summer concert series at Lord Fletcher's Old Lake Lodge, 3746 Sunset Drive, is listed below:
 - Concert organizers are not requesting use of any City services or equipment;
 - Traffic will be controlled and the concert series will conform to all current rules, regulations, and ordinances of the City of Spring Park;
 - The event organizers will ensure that all parking for the event will take place on private property and conform to all City rules related to parking;
 - The on-site sound technicians and staff are aware they need to stay within the allowed performance times and sound levels; and
 - Concert organizers will work closely with the Orono Police Department (OPD) to ensure a safe experience for all concert attendees as well as provide the least amount of disruption to Spring Park residents as possible.

The conditions that were approved for last year's permit have been updated for 2020 and are attached. Also, the Mound Fire Department (MFD) provided an additional list of life safety related conditions in 2019 that are attached as well. The event organizers will coordinate with the MFD and OPD prior to the events to ensure that all necessary safety precautions have been taken. Furthermore, the event organizers are aware they will need to comply with any and all conditions recommended by the MFD and OPD.

3. **FINANCIAL CONSIDERATIONS:** All required fees have been received.
4. **RECOMMENDATION:** Approve Music Concert Season Series Application #20-01 MC for the 2020 Lord Fletcher's Summer Music Concert Series with the attached lists of conditions.

CONDITIONS TO 2020 MUSIC CONCERT PERMIT - LORD FLETCHER'S

- 1) Outdoor music concerts will be permitted on Saturdays, Sundays and Holidays from 3-7 p.m. and Thursdays and Fridays 6-9 p.m. only.
- 2) Lord Fletcher's may hold outdoor music concerts during a period commencing no earlier than May 23, 2020 and ending no later than September 7, 2020.
- 3) Lord Fletcher's will comply with all applicable laws, ordinances, and codes and will monitor at all times its property and surrounding streets, lakeshore and docks to ensure compliance. This specifically includes, but is not limited to, compliance with all laws related to the sale and distribution of alcohol, posted occupancy loads, proper designated unobstructed exits, fire safety and emergency evacuation requirements, noise requirements, and Hennepin County Sheriff's Water Patrol requirements. At all times during outdoor music concerts, Lord Fletcher's will employ at its expense identifiable security staff and off-duty police personnel sufficient to ensure its compliance with laws.
- 4) Live music played by a band or DJ within the building shall not be amplified outside through the use of speakers, Nor shall any doors or windows be held open with the intent of making the music audible outside.
- 5) If Orono Police requests music be stopped because of any violation(s) of permit conditions, Lord Fletcher's will immediately and willingly comply with the request and will not resume music that day.
- 6) Lord Fletcher's shall 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 decibel (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 db) or any nearby residence (65 db). Sustained db levels above and beyond these limits at any of these locations shall be deemed a violation of this condition. The City Council reserves the right to modify the db limits at any time throughout the duration of this permit.
- 7) 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.
- 8) Lord Fletcher's will deposit with the City \$1,500 to be placed in a non-interest bearing escrow account. In the event the City incurs expenses related to monitoring or regulating noise levels or the performance of live music at Lord Fletcher's the City shall be reimbursed from the escrow account. Any unused funds remaining in the escrow account after the final performance of the year shall be repaid to Lord Fletcher's within 30 days of the final performance of the year.
- 9) On or before May 1, 2020, Lord Fletcher's will provide the City with a list of all scheduled music concert events.

- 10) All equipment/trucks brought onto the property for the outdoor concerts shall not interfere with the peace and quiet of adjacent properties.
- 11) Lord Fletcher's will reposition the directional speakers and drum shield in a manner designed to mitigate noise escapement.
- 12) Lord Fletcher's will place a sound barrier fence west of the stage.
- 13) Lord Fletcher's agrees that the city will periodically monitor the noise levels at the property line. Should noise levels result in a violation of the permit conditions on more than one occasion or, if the Orono Police request that the music be stopped five or more times during the permit period for any violation of permit conditions, the City shall have the right to revoke the permit after a formal hearing at a regular or special City Council meeting during which Lord Fletcher's will have an opportunity to address the violations and revocation prior to any decision.
- 14) Lord Fletcher's will educate its employees regarding appropriate methods for responding to complaints and procedures for forwarding complaints to management. Lord Fletcher's shall also notify the City Administrator of all complaints within three business days of the complaint being made.
- 15) Lord Fletcher's will hold semi-annual meetings with neighborhood residents from both Spring Park and Orono to provide a forum for the discussion of possible concerns regarding its music concerts. The first meeting shall occur before the first outdoor music concert of the permit year and the second meeting shall occur between June 15 and July 15 of the permit year.
- 16) Lord Fletcher's agrees to use best efforts to explore all means to mitigate noise impacts.



370 Wabasha Street, Suite 300
Saint Paul, MN 55102-1323
651 222 2176
KLJENG.COM

Memorandum

Date: 9/24/2019

To: Mr. Dan Tolsma, City Administrator
City of Spring Park
4349 Warren Avenue
Spring Park, MN 55384

From: John Crawford, PE, PTOE

RE: Lord Fletcher's Noise Compliance Study

Introduction

KLJ conducted a noise study near Lord Fletcher's Old Lake Lodge on Saturday August 17th, 2019. The purpose was to determine if the noise levels conform to the conditions of the 2019 music concert permit for Lord Fletcher's. One site location was measured at 1875 Shadywood Road, following the MPCA and MnDOT Noise policy guidelines. An approved and calibrated Casella CEL-633C sound meter was used to conduct the noise measurement for a one-hour duration.

Noise Limits specified for music concert permit

The conditions set forth in the Spring Park Permit specify that noise levels do not exceed the state guidelines for noise as defined in Minnesota Rules 7030. This rule specifies noise level limits for daytime and nighttime, which is defined as 7:00 AM to 10:00 PM, and 10:00 PM to 7:00 AM, respectively. The measurement was conducted between 3:40 PM and 4:40 PM, so only the daytime period is discussed below. The L10 and L50 noise limits during the daytime period is 65 and 60 dBA, respectively.

The conditions also specify that noise levels do not exceed 65 dBA for a duration of more than ten continuous seconds, or for five or more individual exceedances in any one-minute period. For the measurement taken, the Leq was measured for one hour to determine the frequency of the Leq exceedances of the 65-dBA limit set forth by the City of Spring Park.

Measurement Location and Notes:

The measurement was taken at 1875 Shadywood Road on the outdoor patio per request of the homeowner. Four photographs of the measurement site and noise meter are included at the end of this report, along with a map depicting the location. The measurement was taken between 3:40 and 4:40 PM on August 17, 2019. The music from Lord Fletcher's could clearly be heard as the primary noise source.



In addition to the music, vehicles on Shadywood Road / County Road 19 could clearly be heard on occasion.

Figures 1 and 2 show one-minute interval noise levels for the measured L10 and L50 noise levels, respectively. The figures include a line that show the state daytime standards, which are 65 dBA for L10, and 60 dBA for L50. The noise levels are well below the state standards for both the L10 and L50 standard. The measured L10 and L50 noise levels for the entire one-hour duration are 57.6 and 54.7 dBA, respectively.

The 65-dBA limit specified in the City permit was exceeded 11 times during the 60-minute measurement period. The duration of the exceedances never exceeded one second, which is well below the permitted duration of ten seconds.

The exceedances were spread out during each of the 60 minutes, with a maximum of two exceedances occurring during any one-minute period, which is well below the limit of 5 exceedances allowed per minute.

Of the 11 exceedances of 65 dBA, one was the result of a loud vehicle on Shadywood Road.

The band was performing when the measurement began at 3:40 PM. The band took a break between 4:02 PM and 4:35 PM. No exceedances of 65 dBA occurred during this break.

Noise Conclusions and Suggestions:

Based on the measurements taken and the noise levels that were observed, Lord Fletchers is not violating the permit set forth by the city of Spring Park, MN.

Figure 1, One-minute interval noise levels, L10 dBA

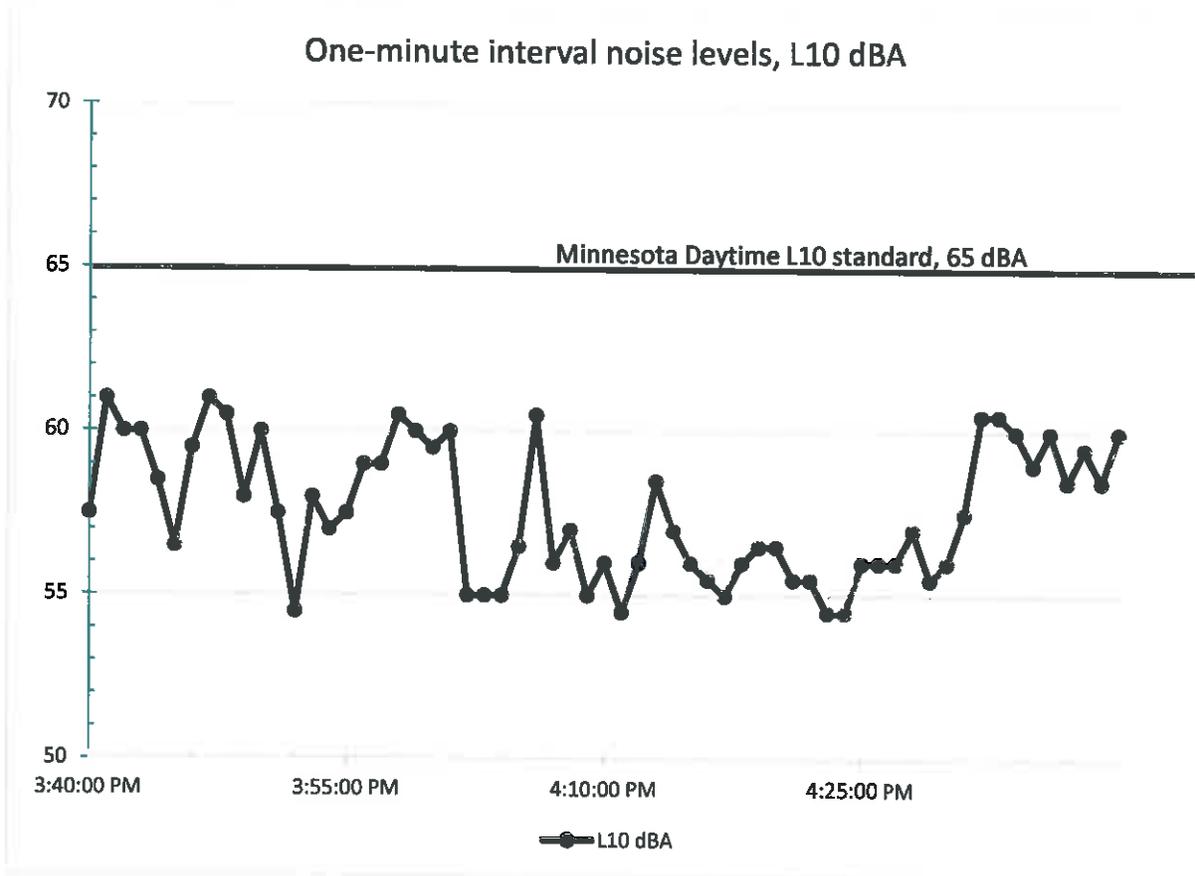
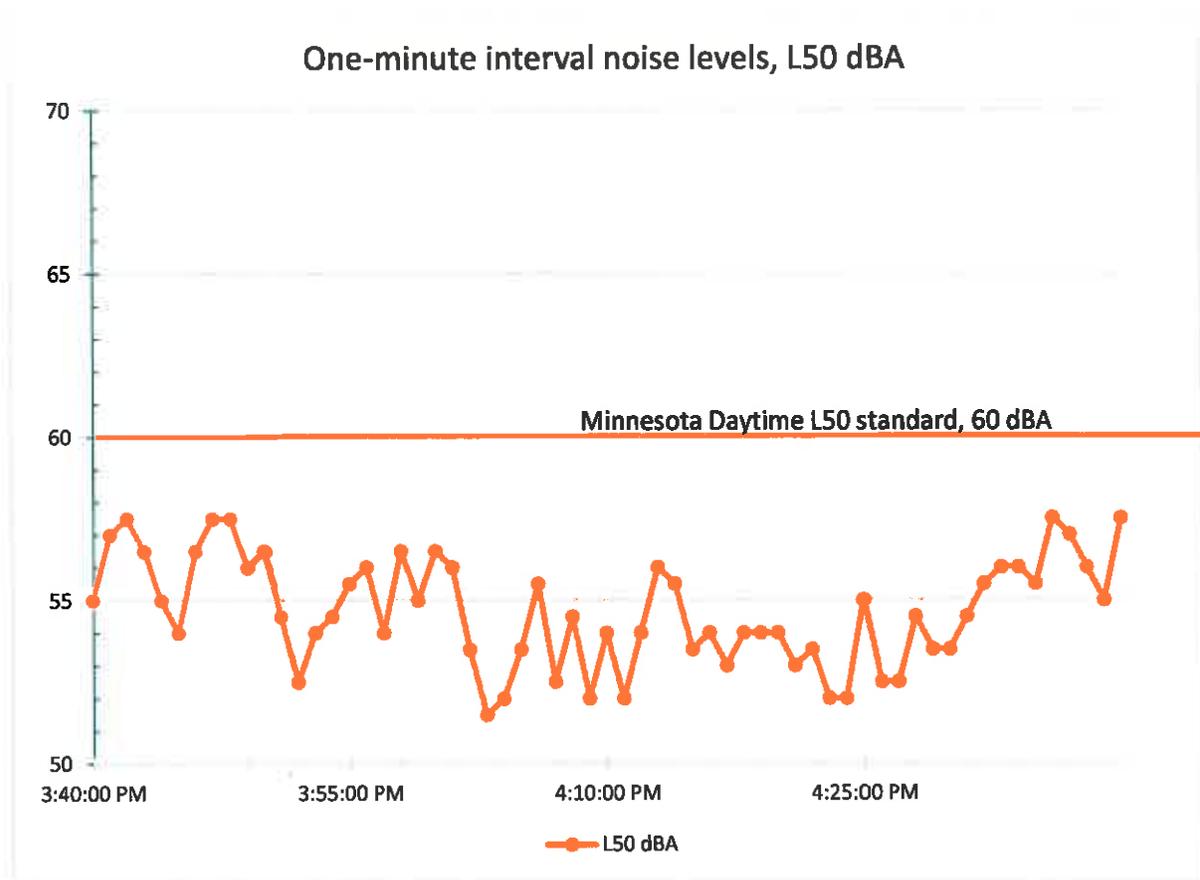


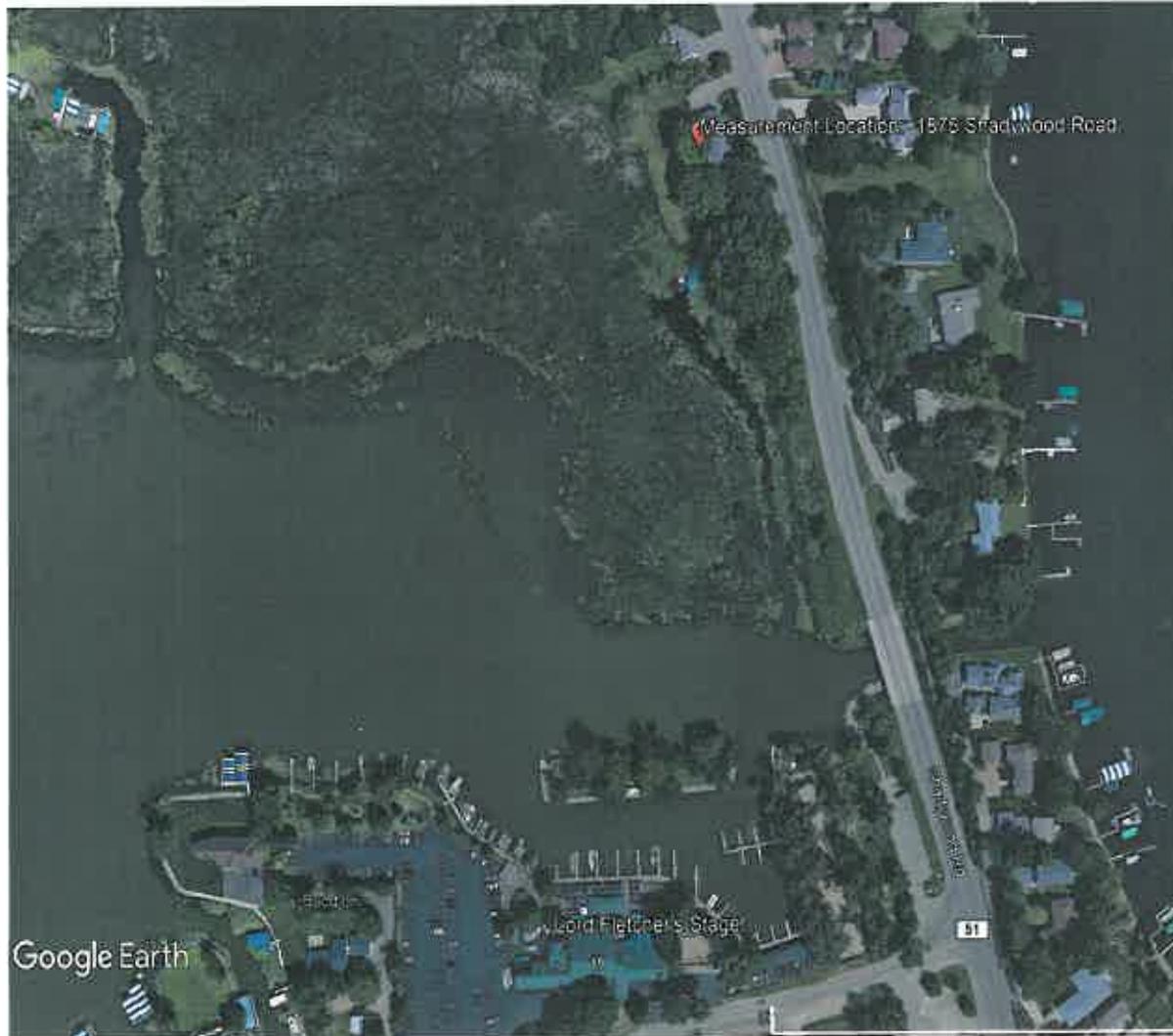
Figure 2, One-minute interval noise levels, L50 dBA



Photographs of noise measurements taken August 17, 2019 at 1875 Shadywood Road



Noise Measurement Location – 1875 Shadywood Road



RESOLUTION NO. 20-11

**A RESOLUTION ENACTED UNDER AUTHORITY OF MINNESOTA STATUTES
SECTIONS 12.29 AND 12.37 TO EXTEND THE PERIOD OF A MAYOR-DECLARED
LOCAL EMERGENCY**

WHEREAS, the Mayor of Spring Park (the “Mayor”) has found that the following situation (the “Situation”) exists:

- a. The spread of COVID-19 in the United States and Minnesota has raised serious public health concerns and resulted in a great deal of uncertainty. Much remains unknown about the virus and how it spreads.
- b. On March 11, 2020, the World Health Organization determined that the COVID-19 outbreak constitutes a pandemic. On March 13, 2020, President Trump declared a national state of emergency as a result of the pandemic.
- c. On March 13, 2020, Governor Tim Walz issued Emergency Executive Order 20-01 declaring a state of peacetime emergency to address the COVID-19 pandemic in Minnesota. The Governor’s Executive Order triggered activation of the City’s emergency management plan and enabled the City to exercise its emergency powers.

WHEREAS, the Mayor has declared that the situation is a local emergency; and

WHEREAS, the City Council of Spring Park agrees with the Mayor’s findings and further finds that the Situation will last for more than three days;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SPRING PARK, MINNESOTA AS FOLLOWS:

The city council declares that the Situation constitutes a local emergency continuing until 11:59 P.M., Monday, May 4th, 2020.

This declaration of a local emergency will invoke the city’s disaster plan. The portions that are necessary for response to and recovery from the emergency must be used.

Passed by the City Council of Spring Park, Minnesota this 6th day of April, 2020.

Jerome P. Rockvam
Mayor

Attested:

Theresa Schyma
City Clerk

RESOLUTION NO. 20-12

**A RESOLUTION IMPLEMENTING CERTAIN MEASURES TO AID AND ASSIST
SPRING PARK BUSINESSES AND RESIDENTS**

WHEREAS, the Mayor of Spring Park declared a local emergency on April 3rd, 2020; and

WHEREAS, the City Council of Spring Park has affirmed and extended the Mayor’s declaration of a local emergency (Resolution 20-11); and

WHEREAS, the City Council has determined that certain actions should be taken to provide relief and assistance to local businesses and residents that may be experiencing lost revenue due to the associated economic slowdown of the COVID-19 emergency; and

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SPRING PARK, MINNESOTA AS FOLLOWS:

1. The due date for the first quarter utility payments will be extended from Friday, May 8th until Friday, July 17th, 2020.
2. The City will not shut off water services for failure to pay utility fees during April, May, or June of 2020.
3. Establishments with on-sale liquor licenses will be credited in a pro-rated amount for the duration that they are closed to the public (currently scheduled for 45 days).
4. City Hall will be closed to the public for the duration of the local emergency, although City staff will continue to maintain a minimum of one staff person at City Hall during regular business hours to ensure essential services are being performed.
5. All meetings of public bodies (i.e. City Council, Planning Commission, etc.) will be conducted by telephone or other electronic means during the duration of the local emergency.

Passed by the City Council of Spring Park, Minnesota this 6th day of April, 2020.

Jerome P. Rockvam
Mayor

Attested:

Theresa Schyma
City Clerk



PURCHASE ORDER REQUEST

PO # 20-01

Date: 04-03-2020

Staff Completing Request: City Administrator

Department: Buildings & Grounds

Project: City Hall Access Ramp Improvement Project

Justification for purchase(s):

The access ramp attached to the back of City Hall is not compliant with ADA standards and it also presents challenges for those attempting to enter City Hall in a wheelchair or other walking devices. This project would enlarge the landing area, make the ramp grade ADA compliant, improve water drainage, and provide an overall improvement to the safety of the ramp.

No.	Item / Service	Vendor	Estimated Cost
1	Access Ramp Improvement	Sweetwater Const.	\$ 16,013.75
2			\$
3			\$
4			\$
5			\$
6			\$
7			\$
8			\$
Total Project Estimate			\$ 16,013.75

Council Authorization Received: Yes ___ No ___

Date of Council Meeting 04-06-2020

ESTIMATE



City Of Spring Park
Attention Theresa
(952) 471-9051

Sweetwater Construction .com LLC
4737 County Rd. 101, #245
Minnetonka, MN 55345
Phone: (952) 843-3655
Email: robert@sweetwaterconstruction.com

Estimate # 632024
Date 09/14/2018

Description	Total
Discuss project initially 9.18.19	\$0.00
Meet with City engineer to discuss project. Wed. 9.19.18,	\$57.50
Permit Drawings and planning And inspections	\$230.00
Railing Repairs New bases add bottom rails, remove have welding done and replace. Estimated.	\$4,600.00
Demo covered entry, roof and steel and railing	\$1,150.00
Add to top of landing 3" . 60" x 60", and pour new ramp 3" lift over existing ramp slope	\$2,903.75
Cut driveway and add step on footing. Build up with block wall	\$2,875.00
Dumpster	\$517.50
Repair building where canopy is removed	\$1,725.00
Cut off curb off existing ramp	\$575.00
Asphalt repair Around excavation for step and bottom landing Estimate	\$1,380.00

Subtotal	\$16,013.75
Total	\$16,013.75



City Of Spring Park

Open Book Meeting Cancelled

The Open Book meeting for the City of Spring Park scheduled for Thursday, April 16, 2020 has been CANCELLED.

In support of the health and safety of taxpayers and the Hennepin County staff, the Open Book meeting scheduled for **Thursday, April 16, 2020** has been cancelled.

What you can do instead.

Hennepin County appraisers are conducting virtual valuation and classification reviews with no face-to-face contact. You may call the assessor's office at the phone number listed below to schedule a conversation regarding your property.

- Call your assessor at **(952) 472-0619** or send an email to jeffrey.faust@hennepin.us prior to **May 20, 2020**.
- Discuss your concerns and share information about your property's assessment.
- For valuation and property sale information, please visit the Hennepin County website at www.hennepin.us
- You may appeal to the Hennepin County Board of Appeal and Equalization by calling **612-348-7050** or e-mailing countyvalueappeal@hennepin.us by **May 20, 2020**.
- The Hennepin County Board of Appeal and Equalization meeting is scheduled for **June 15, 2020** at the Hennepin County Government Center. Notice will be given by **June 1, 2020** on the Hennepin County website if the meeting will be held by telephonic or other electronic means.

For General Questions Contact

Hennepin County Assessor's Office
 A-2103 Government Center
 Minneapolis, MN 55487
 Office: 612-348-3046
Assessor.AO@hennepin.us
www.hennepin.us

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