SPRING PARK
On Lake Minnetonka

# CITY OF SPRING PARK
# CITY COUNCIL AGENDA
# SEPTEMBER 8, 2020 – 7:00 PM
# SPRING PARK CITY HALL

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ADOPT MEETING AGENDA
4. ADOPT CONSENT AGENDA*
    a. Special City Council Work Session Meeting Minutes from August 17, 2020
    b. City Council Work Session Meeting Minutes from August 17, 2020
    c. City Council Regular Meeting Minutes from August 17, 2020
    d. Resolution 20-18: Adopting the 2021 LMCC Budget
5. PUBLIC FORUM**
6. PRESENTATIONS & GUEST SPEAKERS
7. PUBLIC HEARINGS
8. PETITIONS, REQUESTS, & APPLICATIONS
9. ORDINANCES & RESOLUTIONS
    a. Resolution 20-19: Ordering West Arm Road West Utility Improvements
    b. Resolution 20-20: A Refunding Resolution
10. REPORTS OF OFFICERS AND COMMITTEES
    a. Mayor & Council
    b. City Staff
    c. Contract Staff
11. NEW BUSINESS & COMMUNICATIONS
12. CLAIMS FOR PAYMENT
    a. September 8, 2020 Claims
13. UPCOMING MEETINGS & TRAINING
    a. September 9 – LMCD Work Session at 6:00 PM with Regular Meeting at 7:00 PM
    b. September 9 – Planning Commission Meeting – 6:00 PM
    c. September 14 – Special City Council Budget Meeting – 6:00 PM
    d. September 21 –Council Work Session at 6:00 PM with Regular Meeting at 7:00 PM
14. MISCELLANEOUS (INFORMATION ONLY)
    a. Mound Fire Department July Report
15. ADJOURNMENT

* The Consent Agenda lists those items of business which are considered to be routine, recommended for approval, and/or which need no discussion. The several separate items listed on the Consent Agenda are acted upon by one motion. There will be no separate discussion of these items unless a Council Member makes a request, in which event the item will be removed from the Consent Agenda and placed elsewhere on the regular agenda for Council discussion and action.

** Under Public Forum individuals may address the City Council about any item not contained on the regular agenda. Each speaker should keep their statements to three minutes to allow sufficient time for others. The Council will take no official action on items discussed at the forum, with the exception of referral to staff for future report.

4a

SPRING PARK
On Lake Minnetonka

# CITY OF SPRING PARK
# WORK SESSION AGENDA
# AUGUST 17, 2020 – 5:30 PM
# 4000 SUNSET DRIVE, SPRING PARK

CALL TO ORDER - The work session was called to order by Mayor Rockvam at 5:30 p.m.

| | |
|---|---|
| Council Members Present: | Jerome P. Rockvam, Mayor; Mark Chase; Pamela Horton; and Gary Hughes |
| Council Members Absent: | Jeff Hoffman |
| Staff Present: | Dan Tolsma, City Administrator; Al Brixius, City Planner; and Mary Tietjen, City Attorney |

1. *ON-SITE* 4000 SUNSET PROPERTY LINE DISCUSSION

   The City Council met on-site at 4000 Sunset Drive to visually inspect and consider several options for resolving the recent property line issue brought forward by the newest owner of the property next to a public access area for Lake Minnetonka.

   Joe Cheney, owner of 4000 Sunset Drive, and Don Driggs, owner of 3990 Sunset Drive, were also on-site and part of the discussion.

2. ADJOURN – The work session was adjourned by unanimous consent at 5:50 p.m. in order to return to City Hall for regular work session beginning at 6:00 p.m.

Date Approved: September 8, 2020

Dan Tolsma, City Administrator

Theresa Schyma, City Clerk

SPRING PARK
On Lake Minnetonka

# CITY OF SPRING PARK
# WORK SESSION MINUTES
# AUGUST 17, 2020 – 6:00 PM
# SPRING PARK CITY HALL

CALL TO ORDER - The work session was called to order by Mayor Rockvam at 6:00 p.m.

| | |
|---|---|
| Council Members Present: | Jerome P. Rockvam, Mayor; Mark Chase; Pamela Horton; and Gary Hughes |
| Council Members Absent: | Jeff Hoffman |
| Staff Present: | Dan Tolsma, City Administrator; Al Brixius, City Planner; Mary Tietjen, City Attorney; and Theresa Schyma, City Clerk |

1. 4000 SUNSET PROPERTY LINE DISCUSSION

City Planner Brixius presented a summary of a property line issue at 4000 Sunset Drive. He reviewed the history of the property and past surveys that are in dispute. He further discussed a meeting with the owner of 4000 Sunset Drive and a land surveyor to establish a compromise to correct this issue. He further detailed four options available to the City to resolve this dispute.

Mayor Rockvam asked how the City came to be involved in this discussion.

City Planner Brixius responded with details about the property line issue at 4000 Sunset Drive.

Mayor Rockvam stated that the City has owned and maintained that piece of property for over 50 years. He believes the City has a case for adverse possession.

Joe Cheney, 4000 Sunset Drive, stated he does not believe that the City maintains it and that he has been the one to maintain it since he purchased the adjoining property two years ago.

City Planner Brixius stated that the compromised survey was prepared by Mr. Cheney's surveyor and he is unsure if Mr. Cheney agrees with it.

Mr. Cheney responded that he does not agree with it.

Donald Driggs, adjoining property owner at 3990 Sunset Drive, stated he has a torrens title and that means his survey has more reliable information. He stated that he will request a copy of the torrens from the County to help clear up any dispute on his side of the property.

Mayor Rockvam stated that he would like to have a copy of the Driggs torrens to have a starting point on resolving this issue.

Mr. Cheney stated that he wants his building remodeling/addition plans approved based on his survey without further delay. He stated that if the City used his survey then he would not need a variance to get the remodel/addition approved.

Mayor Rockvam restated his earlier point that once the City can view the Driggs torrens then the City will have a starting point in resolving the issue.

Mr. Cheney disagrees with the need for a variance since the remodel/addition aren't going any closer to the alley, his plans expand into the street-side setback. He added that he is bleeding money and needs to move forward on the project.

City Planner Brixius responded that the setback Mr. Cheney is proposing does meet the standard for averaging. He further detailed what the Code states about the standards of averaging.

Mayor Rockvam stated that setbacks are in place for a reason.

City Planner Brixius stated that the City could wait for the torrens information from the Driggs property before moving forward.

Council Member Horton agrees with Mayor Rockvam and that the City should view the torrens information from the Driggs property to have an appropriate starting point.

Council Member Chase agreed as well.

Mr. Cheney stated that he would like to move forward and get his new remodel/addition plans approved soon.

2. FIRE DISTRICT DISCUSSION

City Administrator Tolsma provided an update on the most recent Fire Commission meeting. Fire Chief Pederson recommended that all administrators go back to their Councils to take a straw poll and gauge interest on what the future of the department should be. This will help determine the next steps and what questions to include on a questionnaire that will be sent to all cities.

Council Member Hughes believes it is a good idea to take a closer look at the properties in the City and where the proposed fire district's stations would be located.

City Administrator Tolsma provided a summary for the reason a fire district is currently being discussed. He stated that the City would not see a big shift in service other than the fact that instead of Mound Fire Department providing services to the City it would be the West Metro Fire District of which Mound would be a part of. He discussed how the funding mechanism would shift; currently the City pays an annual amount based on a formula. However, a fire district would show up as a line item on the tax bill. He added that another benefit would be that multiple fire departments in the district would be sharing equipment and personnel.

Mayor Rockvam stated that the financial aspect of the fire district is going to be the driver in the decision. He added that he believes this is the future of fire service in the area so it may be better to be proactive about this issue.

Council Member Chase likes the idea of a fire district but questioned if there were any counter-arguments for not going in that direction.

Council Member Hughes stated that he believes the biggest stumbling block for changing to a fire district is the merging of several retirement packages since each department has their own package and those packages are separate from the department budget.

City Administrator Tolsma agreed that one of the biggest logistical challenges is that each department has their own fire department retirement packages. The biggest hurdle will be merging those departments and packages and making sure that all parties involved believe they have been heard and compensated fairly.

Council Member Hughes stated that another issue to consider is medical assist calls.

City Administrator Tolsma added that approximately 90% of the calls Mound Fire Department responds to are medical-related calls. Over the years, that percentage has dramatically shifted to the point that now medical assist calls are the lions-share of what the department does.

Mayor Rockvam stated that he believes a fire district is the way to go.

City Administrator Tolsma stated that the cities that are the main drivers in considering a fire district are Mound, Minnetrista, and Saint Bonifacius. Spring Park's density may change over the years but it will not change as dramatically as those other communities.

City Administrator Tolsma stated that he would report back to Fire Chief Pederson with the Council's comments.

3. PARK HOURS DISCUSSION

City Administrator Tolsma presented a summary of some recent comments received from residents regarding noise from early morning tennis and pickleball play at Thor Thompson Park. Pickleball has become increasingly popular and the proximity of the courts to residential houses is not ideal for early morning play. He would like Council feedback to see if they have any interest in considering adding official hours for the courts only, not the overall park. He added that summertime is Minnesota is when people want to be outside, especially during COVID-19, and people are eager to get out and enjoy the weather at different hours. The complaints received so far have stated that people are gathering as early as 6:30 a.m.

Council Member Horton stated that she understands the noise issue but also does not want to discourage residents from using the facilities.

City Administrator Tolsma stated that people in the area do enjoy using the facilities because the City has done a good job of maintaining the courts.

Council Member Hughes stated that the City requires construction equipment to wait until 7 a.m. for noise standards so adding tennis/pickleball court hours to start at 7 a.m. would be in line with that standard.

The City Council consensus was to apply hours for the tennis/pickleball court to start at 7 a.m.

City Administrator Tolsma stated that a sign would be installed at the court stating that "no tennis or pickleball before 7 a.m."

4. CODE ENFORCEMENT POLICY DISCUSSION

City Administrator Tolsma provided a summary about the history and current process for complaint-based code enforcement in Spring Park. The issue has been raised that with the adoption of the nuisance ordinance a few years ago, the City decided to make cleanup a pretty big priority, and that just because a property doesn't receive a complaint does not mean it is not a significant nuisance in the City.

Mayor Rockvam stated that the City spent so much time adopting the outdoor storage ordinance and there are still several properties that have violations. He believes every property should be treated the same. At a certain point the City needs to decide how we would like residents and visitors to view the community. He believes the City should take a look at another approach to get more compliance in the City.

Council Member Chase asked what could some possible new approaches be to code enforcement if the City moves away from complaint-based. He wondered if City staff would proactively go around the City several times per year and look for violations.

City Administrator Tolsma responded that it could be a multi-faceted approach. The Public Works contract staff is moving throughout the City daily and could report back anything he sees Also, the City Administrator could put it on the schedule to drive around every month or every other month for the sake of proactive enforcement.

Council Member Hughes asked how much time that would take from staff.

City Administrator Tolsma responded that the properties that staff will need to invest the most time are the properties that the City is already dealing with right now. He added that most other properties with violations are probably much smaller and would be resolved quicker than the major violations at long neglected properties that staff are currently dealing with.

Mayor Rockvam stated that it is a slow process but staff are working on it.

City Administrator Tolsma agreed that the progress is slow but it is happening. He restated that some properties have had more progress than others but the City just needs to keep on top of it.

Council Member Chase stated he is in favor of looking at other options so that all properties are treated the same regardless of complaint status.

Council Member Horton agreed with Council Member Chase.

City Administrator Tolsma stated that he would work on a draft amendment to the code enforcement policy and bring it to the next work session for Council discussion.

Mr. Cheney returned to the work session to discuss his property line issue further. He had concerns over the speed at which Mr. Driggs would request and submit a copy of his torrens. He stated that his property is constantly encroached on, he discussed damage to his property by snow plow crews, and the trash, traffic, and noise he endures from boaters, snowmobilers, kayakers, and other individuals. He asked the Council to get their own survey of the property so that the issue would not be at the mercy of Mr. Driggs and his timeline. He stated that he has a lot of money invested in this property and he needs an answer soon.

City Administrator Tolsma stated that the City Attorney could see if she can access the torrens information through her law firm so that the issue does not rely on the timeline of Mr. Driggs.

Mayor Rockvam asked how much more money the City is going to spend to resolve this issue for Mr. Cheney. He restated that the City has had this access point for decades and now the City is pouring money into a dispute between two surveyors and now the new property owner states the decision needs to be made immediately. He stated that he is not in favor of vacating the access because it has been there forever and Mr. Cheney was aware of that when he bought the property. He stated that Mr. Cheney may not like boats and snowmobiles nearby but that is the nature of Lake Minnetonka.

Mr. Cheney responded that he does not have an issue with the rights-of-way and with the public access but he believes it is in the wrong spot.

City Administrator Tolsma responded to Mr. Cheney that the consensus of the Council was clear in that the City wants to view the torrens information on the Driggs property before tackling this issue further.

City Attorney Tietjen stated that she wants to be clear that Mr. Cheney's claim that the access is in the wrong spot is not a given because the public has been using the access for decades and it has been maintained by the City. She restated that it is not a given that the line is in the wrong place. She added that, in this context, the issue would not be considered "adverse possession" but it is similar in thought. She continued that there is validity to the fact that the access has been there since 1906 and purportedly used by the public for that time.

The City Council consensus was to have City Attorney Tietjen do some searching to see if she can access the torrens information. City Attorney Tietjen will alert City Administrator Tolsma if more research and time would be necessary.

5. ADJOURN – The work session was adjourned by unanimous consent at 7:05 p.m.

Date Approved: September 8, 2020

Dan Tolsma, City Administrator

Theresa Schyma, City Clerk

4c

SPRING PARK
On Lake Minnetonka

# CITY OF SPRING PARK
# CITY COUNCIL MINUTES
# AUGUST 17, 2020 – 7:00 PM
# SPRING PARK CITY HALL

1. CALL TO ORDER - The meeting was called to order by Mayor Rockvam at 7:06 p.m.

| | |
|---|---|
| Council Members Present: | Jerome P. Rockvam, Mayor; Mark Chase; Pamela Horton; and Gary Hughes |
| Council Members Absent: | Jeff Hoffman |
| Staff Present: | Dan Tolsma, City Administrator; Al Brixius, City Planner; Mary Tietjen, City Attorney; and 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/Chase to adopt the meeting agenda.

Motion carried 4-0.

4. ADOPT CONSENT AGENDA
   a. City Council Regular Meeting Minutes from August 3, 2020

M/Horton, S/Chase to adopt the Consent Agenda.

Motion carried 4-0.

5. PUBLIC FORUM – None.

6. PRESENTATIONS & GUEST SPEAKERS – None.

7. PUBLIC HEARINGS – None.

8. PETITIONS, REQUESTS, & APPLICATIONS – None.

9. ORDINANCES & RESOLUTIONS
   a. Ordinance 20-02: Long-Term Rental Licensing

M/Rockvam, S/Chase to approve Ordinance No. 20-02, amending Spring Park City Code to license and regulate long-term rental properties in single-family and two-family properties in the City.

Council Member Hughes stated he is not in favor of this ordinance. He believes that the escrow process with Hennepin County is adequate to resolve landlord and tenant issues in the City.

City Administrator Tolsma stated that the short-term rental ordinance will come to the Council for consideration at the second Council meeting in September.

Mayor Rockvam thanked the Planning Commission for the time and effort they put into crafting this proposed ordinance.

Mayor Rockvam requested a roll call vote.

Motion DENIED 4-0. (Nay votes – Chase, Horton, Hughes, and Rockvam; no votes in favor)

10. REPORTS OF OFFICERS AND COMMITTEES
    a. Mayor & Council

Mayor Rockvam discussed the current contract and future of Public Works services for the City. He stated that he would like to see all Public Works services be contracted to the City of Orono instead of the current contractor PeopleService. He added that he would like to make this decision soon so that the current contractor and future contractor would have adequate time to transition.

City Administrator Tolsma responded that he has had conversations with the City of Orono and PeopleService regarding proposals for Public Works services once the current contract with PeopleService ends in September 2021. He stated that the proposals should be ready for discussion at the September City Council Work Session.

Council Member Chase provided an update from the most recent Lake Minnetonka Cable Commission Meeting.

Council Member Hughes provided an update on the Mound Fire Department and discussed a recent grant the department received.

b. City Staff – City Clerk Schyma provided an update on the State Primary Election held on August 11, 2020.

c. Contract Staff – None.

11. NEW BUSINESS & COMMUNICATIONS – None.

12. CLAIMS FOR PAYMENT
    a. August 17, 2020 Claims

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

Motion carried 4-0.

13. UPCOMING MEETINGS & TRAINING
    a. August 26 – LMCD Work Session at 6:00 PM with Regular Meeting at 7:00 PM
    b. September 8 (Tuesday) – City Council Meeting – 7:00 PM

14. MISCELLANEOUS (INFORMATION ONLY)
    a. Mound Fire Department Grant Press Release

15. ADJOURNMENT

The meeting was adjourned by unanimous consent at 7:22 p.m.

Date Approved: September 8, 2020

Dan Tolsma, City Administrator

Theresa Schyma, City Clerk

4d

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

**RESOLUTION 20-18**

**A RESOLUTION APPROVING THE PROPOSED 2021 BUDGET FOR THE LAKE MINNETONKA COMMUNICATIONS COMMISSION**

**WHEREAS**, the Lake Minnetonka Communications Commission (LMCC) provides telecommunication services to the Lake Minnetonka area; and

**WHEREAS**, per the joint powers agreement among the cities served by the LMCC requires approval of the proposed budget; and

**WHEREAS**, the LMCC has submitted the proposed 2021 budget to the city.

**NOW, THEREFORE, IT IS HEREBY RESOLVED:**

That the City of Spring Park approves and supports the LMCC proposed 2021 budget.

Adopted by the City Council of the City of Spring Park, Minnesota on September 8, 2021.

APPROVED:

_____
Jerome P. Rockvam
Mayor

ATTEST:

_____
Theresa Schyma
City Clerk

4071 SUNSET DRIVE ▪ BOX 385 ▪ SPRING PARK, MN 55384-0385 ▪ 952.471.7125 ▪ FAX 952.471.9151 ▪ lmcc@lmcc-tv.org

8/14/20

To: All LMCC Member Cities
From: Jim Lundberg, Operations Manager
Reason: LMCC's 2021 Budget

DEEPHAVEN
EXCELSIOR
GREENWOOD
INDEPENDENCE
LONG LAKE
LORETTO
MINNETONKA BEACH
ST. BONIFACIUS
SHOREWOOD
SPRING PARK
WOODLAND

Attached, please find a copy of the Lake Minnetonka Communications Commission's 2021 Budget and Capital Plan. The Budget was approved Thursday night at our August 13th Full Commission meeting. Our 2021 budget is balanced, and we have funded all of our prime initiatives for 2021.

The major highlight for 2021 is that the LMCC will be installing 3 more 2 camera pan/tilt/zoom recording systems into Member Cities Council Chambers. This keeps us on track to install these great recording systems into all of our Member City Council Chambers by the end of 2022! I am including some vendor information on these systems so that you can all see what a great addition to your City Council Chambers these systems will be! At our November meeting, we will determine the next 3 Member Cities to receive these great systems!

I ask that you bring our budget to your Council for approval. Also, please feel free to call or e-mail me if you have any questions. Interested parties can view our August 13th Commission meeting from the LMCC's website at www.lmcc-tv.org

Sincerely,

Jim Lundberg
Operations Manager
LMCC
612-205-2047 cell

| | B | C | D | E | F | G |
|---|---|---|---|---|---|---|
| 2 | **Lake Minnetonka Communications Commission** | | | | | |
| 3 | **2021 LMCC Proposed Budget** | | | | | |
| 4 | | | | **P&L** | **2020** | **2021** |
| 5 | | | **Code #:** | **2019 EOY** | **Annualized** | **Annualized** |
| 6 | | | | | | **Incl. New** |
| 7 | | | | | | **3 for Free** |
| 8 | **Budget Revenues** | | | | | **Health Plan** |
| 9 | Franchise fees | | 990.1 | $ 238,517.33 | $ 240,000.00 | $ 235,000.00 |
| 10 | PEG fees | | 915.2 | $ 86,945.60 | $ 84,000.00 | $ 83,000.00 |
| 11 | Mound Usage fees Code 925.20 | | 925.20 | $ 36,961.68 | $ 35,000.00 | $ 33,000.00 |
| 12 | Studio Rental/DVD Dubs | | 930.1 | $ 684.00 | $ 2,500.00 | $ 2,500.00 |
| 13 | All other(VOD Services) | | 950 | $ 4,300.00 | $ 4,200.00 | $ 4,500.00 |
| 14 | Interest Income | | | | | $ 2,500.00 |
| 15 | **Total Budgeted revenues** | | | **$ 367,408.61** | **$ 365,700.00** | **$ 360,500.00** |
| 16 | | | | | | |
| 17 | Franchise Salaries | Franchise | 101 | $ 122,278.42 | $ 119,203.32 | $ 121,587.00 |
| 18 | PEG Production Salaries | PEG | 102 | $ 86,608.95 | $ 85,150.26 | $ 86,001.76 |
| 19 | Franchise PERA Contributions | Franchise | 121 | $ 8,548.35 | $ 8,973.45 | $ 9,063.18 |
| 20 | PEG Production PERA Contributions | PEG | 120 | $ 5,566.69 | $ 6,281.42 | $ 6,344.23 |
| 21 | Franchise FICA Contributions | Franchise | 122 | $ 8,494.14 | $ 11,487.75 | $ 8,923.24 |
| 22 | PEG Production FICA Contributions | PEG | 123 | $ 5,487.89 | $ 8,162.28 | $ 5,765.58 |
| 23 | Franchise Health Insurance | Franchise | 131 | $ 20,939.71 | $ 15,012.69 | $ 18,341.99 |
| 24 | PEG Production Health Insurance | PEG | 132 | $ 9,193.07 | $ 10,508.91 | $ 10,629.20 |
| 25 | Franchise Worker's Compensation Insurance | Franchise | 151 | $ 416.50 | $ 455.50 | $ 496.50 |
| 26 | PEG Prod. Worker's Compensation Insurance | PEG | 152 | $ 416.50 | $ 455.50 | $ 496.50 |
| 27 | **Total Budget - Personnel Expenses** | | | **$ 267,950.22** | **$ 265,691.08** | **$ 267,649.18** |
| 28 | | | | | | |
| 29 | Office Supplies | Franchise | 200 | $ 985.02 | $ 1,400.00 | $ 1,000.00 |
| 30 | Special Events/Meetings | Franchise | 210 | $ - | $ 500.00 | $ - |
| 31 | Repairs & Maintenance Supplies | PEG | 220 | $ 620.42 | $ 500.00 | $ 500.00 |
| 32 | Studio Expendables | PEG | 221 | $ 782.62 | $ 750.00 | $ 500.00 |
| 33 | Audit/Accounting Fees | Franchise | 301 | $ 6,500.00 | $ 6,500.00 | $ 6,500.00 |
| 34 | Access Contractors | PEG | 302 | $ 16,750.00 | $ 15,600.00 | $ 16,750.00 |
| 35 | Legal Fees | Franchise | 304 | $ 3,408.77 | $ 4,000.00 | $ 2,500.00 |
| 36 | Copier Expense | Franchise | 309 | $ - | $ 500.00 | $ - |
| 37 | Payroll Services | Franchise | 314 | $ 1,761.83 | $ 1,400.00 | $ 1,750.00 |
| 38 | Janitorial Services | Franchise | 318 | $ 3,243.11 | $ 3,000.00 | $ 3,250.00 |
| 39 | Security Services | Franchise | 319 | $ 296.04 | $ 300.00 | $ 300.00 |
| 40 | Telephone/Communications | Franchise | 321 | $ 1,500.76 | $ 1,500.00 | $ 1,500.00 |
| 41 | Postage | Franchise | 322 | $ 343.94 | $ 500.00 | $ 250.00 |
| 42 | Computer Consulting | Franchise | 325 | $ 285.00 | $ 1,000.00 | $ 300.00 |
| 43 | Training | Franchise | 326 | $ - | $ - | $ - |
| 44 | Travel | Franchise | 331 | $ - | $ - | $ - |
| 45 | Mileage | Franchise | 332 | $ 1,100.17 | $ 1,000.00 | $ 1,000.00 |
| 46 | Printing & Publishing | Franchise | 350 | $ - | $ 400.00 | $ - |
| 47 | Insurance | Franchise | 360 | $ 3,288.00 | $ 3,500.00 | $ 3,500.00 |
| 48 | Utilities | Franchise | 380 | $ 8,763.55 | $ 10,000.00 | $ 8,800.00 |
| 49 | Refuse & Recycling | Franchise | 384 | $ 812.55 | $ 750.00 | $ 850.00 |
| 50 | Bank Finance Fees | Franchise | 395 | $ 60.94 | | $ - |
| 51 | Contracted Building Repair | PEG | 401 | $ 3,390.15 | $ 2,000.00 | $ 3,400.00 |
| 52 | Maintenance Repair Equipment | PEG | 404 | $ 18.04 | $ 500.00 | $ - |
| 53 | Equipment Rental | PEG | 413 | $ - | $ - | $ - |
| 54 | Advertising | Franchise | 440 | $ - | $ - | $ - |
| 55 | Van Operation | PEG | 441 | $ 166.29 | $ 1,000.00 | $ 250.00 |
| 56 | Web streaming/Broadband | Franchise | 442 | $ 4,991.43 | $ 3,000.00 | $ 5,000.00 |
| 57 | Licenses | Franchise | 443 | $ 1,615.88 | $ 500.00 | $ 1,600.00 |
| 58 | Other Expenses / Contingency | Franchise | 740 | $ - | $ 118.92 | $ - |
| 59 | Capital Building Improvements | PEG | 445 | $ - | $ 1,000.00 | $ - |
| 60 | | | | | | |
| 61 | **Expenses Total** | | | **$ 60,684.51** | **$ 61,218.92** | **$ 59,500.00** |
| 62 | | | | | | |
| 63 | **Capital equipment expenditures budget** | PEG | 720 | $ 33,829.15 | $ 37,500.00 | $ 37,500.00 |
| 64 | **Capital Software** | PEG | 722 | $ 1,348.14 | $ 1,290.00 | $ 1,290.00 |
| 65 | **Total Capital Expenses** | | | **$ 35,177.29** | **$ 38,790.00** | **$ 38,790.00** |
| 66 | | | | | | |
| 67 | **Total All Expenses** | | | **$ 363,835.38** | **$ 365,700.00** | **$ 365,939.18** |
| 68 | | | | | | |
| 69 | | | | | | |
| 70 | **Total Income** | | | **$ 367,408.61** | **$ 365,700.00** | **$ 360,500.00** |
| 71 | **Total All Expenses** | | | **$ 363,835.38** | **$ 365,700.00** | **$ 365,939.18** |
| 72 | **Annual Funding Balance after All Expenses** | | | **$ 3,573.23** | **$ -** | **$ (5,439.18)** |
| 73 | **Transfer from cash reserves** | | | | | **$ 5,439.18** |
| 74 | **Total after transfer from cash reserves** | | | | | **$ -** |

We Know Pro Video.

# Z-LIVE

## LMCC CITY COUNCIL CHAMBERS EDITION

### A TWO CAMERA ALL-IN-ONE HD LIVE PRODUCTION SYSTEM W/ INSTALLTION INCLUDED

(2x) PTZOPTICS PTZ-1
**HD Pan/Tilt/Zoom Cameras**

ROLAND V1-SDI
**4-Channel Switcher**

(2x) DATAVIDEO NVS-33
**H.264 Video Recorders**

PTZOPTICS PT-JOY
**Joystick Camera Controller**

D-Link DGS-1008P
**PoE Ethernet Switch**

**Laptop for SD Card Preview or Hard Drive for Video Storage**

## SCOPE OF WORK:

## TOTAL PRICE: $12,500

- Any existing wall-mounted cameras will be removed. Any other existing equipment that needs to be removed for the system to function is expected to be removed from install site before installation begins.
- Cameras will be mounted on the walls.
- Depending on building construction, wires will be installed to run either on surface-mounted raceway or inside the walls. SDI and Category cabling will be pulled from camera locations to a junction box, and cabling will be pulled from presentation system to junction box.
- A wall box with (2x) SDI (camera video), (2x) RJ45 (camera control), and (1x) HDMI (presentation PC) ports will be installed.
- Switcher, video recorders, PoE switch, and camera controller will be installed on a customer supplied mobile cart.
- This scope assumes that customer will provide a monitor to view the switcher output.
- Each city is expected to have a pre-existing audio system. We will provide connectivity from the audio system into the Roland switcher, but the audio system will not be routed to wall box. It is expected that a cable from the audio system will connect directly to switcher.
- System will be tested and configured.
- Included with system will be high-level sketches of basic system connectivity. Detailed CAD drawings are not included in this scope.
- Includes one hour overview and one hour of phone support.


FOR MORE INFORMATION:

Z Systems, Inc.
3724 Oregon Ave South
St. Louis Park, MN 55426

freddieg@zsyst.com
(952) 974-3140
www.zsyst.com

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Sambatek

Engineering | Surveying | Planning | Environmental

September 8, 2020

Honorable Mayor and Members of the City Council
City of Spring Park
Subject: City of Spring Park
2020 West Arm Road West Sanitary and Water Improvements
Sambatek #21815

Honorable Mayor and Council Members:

As requested, we have obtained bids for the 2020 West Arm Road West Sanitary and Water Improvements Project. We received three bids on the project and shown the Engineer's Estimate for comparison:

| Bid Results | Base Bid |
|---|---|
| Engineer's Estimate | $ 629,003.00 |
| Geislinger & Sons* | $ 907,522.00 |
| Meyer Contracting | $ 927,060.89 |
| Widmer Construction** | $ 1,029,061.35 |

*Total Original Bid from Geislinger was $898,522.00. After verifying unit prices and totals, actual total was shown to be $907,522.00.
**Total Original Bid from Widmer was $1,035,824.85. After verifying unit prices and totals, actual total was shown to be $1,029,061.35.
The low bidder was Geislinger & Sons. We have reviewed the unit bid prices submitted by Geislinger and Sons and compared their unit costs to other projects that have been recently bid in the area. Based on our review, we believe that the bid submitted by Geislinger & Sons is a competitive bid. It is our opinion that a contract for the Base Bid + Alternative B (**$907,522.00**) to Geislinger & Sons should be discussed at the September 8th City Council Meeting to determine. If you have any questions or need additional information, please contact me at 763.398.0888 or bhare@sambatek.com.

Sincerely,

Brian Hare, PE
Project Manager, Municipal Services

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

**RESOLUTION 20-19**

**A RESOLUTION ORDERING WATER & SANITARY SEWER IMPROVEMENTS ON WEST ARM ROAD WEST**

WHEREAS, the City of Spring Park, Minnesota has expressed a desire to make water and sanitary sewer utility improvements to West Arm Road West; and

WHEREAS, the City, in accordance with its assessment policy will pay 100% of the cost for the proposed water and sanitary sewer improvements; and

WHEREAS, the City has completed a feasibility report, which has found the project both beneficial and feasible; and

WHEREAS, the City has received multiple bids for the project and wish to award the project to _____, in the bid amount of $_____.

BE IT THEREFORE RESOLVED that the City Council of Spring Park, Minnesota does hereby order water and sanitary sewer improvements for the West Arm Road West area.

Adopted by the City Council of the City of Spring Park this 8th day of September, 2020.

APPROVED:

_____
Jerome P. Rockvam
Mayor

ATTEST:

_____
Theresa Schyma
City Clerk

9b

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

**RESOLUTION 20-20**

**DECLARING THE OFFICIAL INTENT OF THE CITY OF SPRING PARK TO REIMBURSE CERTAIN EXPENDITURES FROM THE PROCEEDS OF BONDS TO BE ISSUED BY THE CITY**

WHEREAS, the Internal Revenue Service has issued Treas. Reg. § 1.150-2 (the "Reimbursement Regulations") providing that proceeds of tax-exempt bonds used to reimburse prior expenditures will not be deemed spent unless certain requirements are met; and

WHEREAS, the City expects to incur certain expenditures that may be financed temporarily from sources other than bonds, and reimbursed from the proceeds of a tax-exempt bond; and

WHEREAS, the City has determined to make this declaration of official intent ("Declaration") to reimburse certain costs from proceeds of bonds in accordance with the Reimbursement Regulations.

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

1. The City proposes to undertake the West Arm Road West utility improvement project (the "Project").

2. The City reasonably expects to reimburse the expenditures made for certain costs of the Project from the proceeds of bonds in an estimated maximum principal amount of $1,000,000. All reimbursed expenditures will be capital expenditures, costs of issuance of the bonds, or other expenditures eligible for reimbursement under Section 1.150-2(d)(3) of the Reimbursement Regulations.

3. This Declaration has been made not later than 60 days after payment of any original expenditure to be subject to a reimbursement allocation with respect to the proceeds of bonds, except for the following expenditures: (a) costs of issuance of bonds; (b) costs in an amount not in excess of $100,000 or 5 percent of the proceeds of an issue; or (c) "preliminary expenditures" up to an amount not in excess of 20 percent of the aggregate issue price of the issue or issues that finance or are reasonably expected by the City to finance the project for which the preliminary expenditures were incurred. The term "preliminary expenditures" includes architectural, engineering, surveying, bond issuance, and similar costs that are incurred prior to commencement of acquisition, construction or rehabilitation of a project, other than land acquisition, site preparation, and similar costs incident to commencement of construction.

4. This Declaration is an expression of the reasonable expectations of the City based on the facts and circumstances known to the City as of the date hereof. The anticipated original

expenditures for the Project and the principal amount of the bonds described in paragraph 2 are consistent with the City's budgetary and financial circumstances. No sources other than proceeds of bonds to be issued by the City are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside pursuant to the City's budget or financial policies to pay such Project expenditures.

5. This Declaration is intended to constitute a declaration of official intent for purposes of the Reimbursement Regulations.

Adopted by the City Council this 8th day of September, 2020.

APPROVED:

_____
Jerome P. Rockvam
Mayor

ATTEST:

_____
Theresa Schyma
City Clerk

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# 2020 MOUND FIRE DEPARTMENT ACTIVITY REPORT
## Emergency Response and Firefighter Hours Detail

MONTH: July

| City | Call Type | 2020 Month Calls | 2020 Firefighter Hours | 2020 YTD Calls | 2020 YTD Hours | 2019 Month Calls | 2019 Firefighter Hours | 2019 YTD Calls | 2019 YTD Hours |
|---|---|---|---|---|---|---|---|---|---|
| MOUND | Fire | 7 | 142 | 55 | 1503 | 18 | 346 | 60 | 1189 |
| | Rescue | 15 | 253 | 99 | 1913 | 19 | 293 | 121 | 1895 |
| | Duty Officer | 3 | 3 | 12 | 13 | 8 | 10 | 15 | 18 |
| MINNETRISTA | Fire | 2 | 45 | 26 | 577 | 6 | 124 | 18 | 301 |
| | Rescue | 8 | 144 | 37 | 698 | 3 | 45 | 29 | 569 |
| | Duty Officer | 2 | 2 | 5 | 5 | 0 | 0 | 3 | 3 |
| SHOREWOOD | Fire | 0 | 0 | 2 | 28 | 0 | 0 | 0 | 0 |
| | Rescue | 2 | 39 | 4 | 68 | 0 | 0 | 0 | 0 |
| | Duty Officer | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| SPRING PARK | Fire | 1 | 28 | 22 | 470 | 3 | 45 | 15 | 262 |
| | Rescue | 9 | 159 | 45 | 825 | 9 | 128 | 56 | 872 |
| | Duty Offier | 1 | 1 | 2 | 2 | 0 | 0 | 4 | 4 |
| MUTUAL AID | Fire | 3 | 79 | 14 | 431 | 1 | 30 | 21 | 763 |
| | Rescue | 0 | 0 | 3 | 58 | 0 | 0 | 0 | 0 |
| STAND BY | Weather, Special Event, Etc. | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| **Total Activity All Cities** | **Fire** | 13 | 294 | 119 | 3009 | 28 | 545 | 114 | 2,515 |
| | **Rescue** | 34 | 595 | 188 | 3562 | 31 | 466 | 206 | 3336 |
| | **Duty Officer** | 6 | 6 | 19 | 20 | 8 | 10 | 22 | 25 |
| | **Stand By** | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | **TOTAL** | **53** | **895** | **326** | **6591** | **67** | **1021** | **342** | **5876** |

| Monthly Activity by Call Category | 2020 | 2019 |
|---|---|---|
| COMMERCIAL | 1 | 6 |
| RESIDENTIAL | 45 | 51 |
| OTHER (OUTSIDE/ROADWAY/LAKE/OPEN AREA/MISC) | 7 | 10 |
| SERVICE CALLS (Smoke/CO Detectors) | 3 | 7 |
| LEGITIMATE FIRE ALARMS | 0 | 3 |
| FALSE FIRE ALARMS | 1 | 4 |

| MUTUAL AID AND TRAINING/DRILL SUMMARY | 2020 | | 2019 | |
|---|---|---|---|---|
| Category | Month | YTD | Month | YTD |
| MUTUAL AID CALLS RECEIVED | 0 | 3 | 0 | 1 |
| MUTUAL AID CALLS GIVEN | 3 | 17 | 1 | 21 |
| TRAINING/DRILL HOURS | 284 | 2306 | 324.25 | 2726.25 |

# Mound Fire Department
## Incident Reports - Spring Park
July, 2020

| FIRE NO. | DATE | CITY | ADDRESS | FIRE/ RESCUE | DESCRIPTION | ACTION TAKEN | FF HOURS |
|---|---|---|---|---|---|---|---|
| 284 | 7/6/2020 | Spring Park | 2400 Interlachen Road, #403 | Fire | Cooking Fire | Ventilated | 28 |
| | | | **Total Fire Calls** | 1 | | **Total Fire Hours** | **28** |
| 276 | 7/1/2020 | Spring Park | 4601 Shoreline Dr, #104 | Rescue | EMS | Assist | 15 |
| 278 | 7/3/2020 | Spring Park | 4559 Shoreline Drive | Rescue | EMS | Cancelled Enroute | 18 |
| 290 | 7/9/2020 | Spring Park | 4515 Shoreline Drive | Rescue | EMS | Transported | 17 |
| 293 | 7/11/2020 | Spring Park | 4515 Shoreline Dr | Rescue | EMS | Cancelled upon arrival | 18 |
| 295 | 7/11/2020 | Spring Park | 4523 Shoreline Dr, #212 | Rescue | EMS | Unknown Transport | 11 |
| 300 | 7/12/2020 | Spring Park | 4658 Shoreline Drive | Rescue | PI Accident | Transported | 20 |
| 312 | 7/20/2020 | Spring Park | 4601 Shoreline Drive, #104 | Rescue | EMS | Assist | 30 |
| 319 | 7/27/2020 | Spring Park | 2400 Interlachen Road, #211 | Rescue | EMS | Transported | 15 |
| 322 | 7/29/2020 | Spring Park | 4501 Shoreline Drive, #16 | Rescue | EMS | Assist | 15 |
| | | | **Total Rescue Calls** | 9 | | **Total Rescue Hours** | **159** |
| 316 | 7/23/2020 | Spring Park | 4349 Channel Road | Fire | Check Burn | Legal Rec Fire | 1 |
| | | | **Total Duty Officer Calls** | 1 | | **Total Duty Officer Hours** | **1** |

| | | | |
|---|---|---|---|
| **TOTAL FIRE, RESCUE & DUTY OFFICER CALLS** | **11** | **TOTAL FIRE, RESCUE & DUTY OFFICER HOURS** | **188** |

# Mound Fire Department

## *City of Spring Park*
## *January-July, 2020*

### Fire Alarm / False Alarm Report

| Fire No | Date | Address | Alarm Type | | | Activity or Action Taken | False Alarm | Pre-ventable |
|---|---|---|---|---|---|---|---|---|
| | | | Fire | Smoke | CO | | | |
| 6 | 1/13/2020 | 4599 Shoreline Drive, #205 | x | | | Burnt Food | N | Y |
| 13 | 1/18/2020 | 4601 Shoreline Drive | x | | | Set off by cooking | N | Y |
| 18 | 1/22/2020 | 4250 West Arm Road | x | | | Set off by contractor | Y | Y |
| 26 | 1/26/2020 | 4599 Shoreline Drive | x | | | Child Pulled Pull Station | Y | Y |
| 29 | 1/28/2019 | 4250 West Arm Road | x | | | Set off by contractor | Y | Y |
| 39 | 2/4/2020 | 4250 West Arm Road | x | | | Cancelled enroute | y | Y |
| 67 | 2/22/2020 | 3746 Sunset Dr | x | | | Water Issue | N | N |
| 68 | 2/23/2020 | 3746 Sunset Dr | x | | | Set off by construction | Y | Y |
| 84 | 3/3/2020 | 4559 Shoreline Drive | x | | | Burnt Food, ventilated | N | Y |
| 133 | 4/3/2020 | 4601 Shoreline Drive, #106 | x | | | Ventilated | N | Y |
| 169 | 4/26/2020 | 4559 Shoreline Drive | x | | | Set off by haze - unknown origin | N | N |
| 205 | 5/27/2020 | 3818 Sunset Drive | x | | | Set off by Area Power Outage | N | N |
| 213 | 5/28/2020 | 4599 Shoreline Dr, #204 | x | | | Burnt Food | N | Y |
| | | | | | | | | |

### 2020 YTD TOTALS

| | | | | | | |
|---|---|---|---|---|---|---|
| FIRE ALARM | 13 | | | False Alarms | 5 | |
| SMOKE DETECTOR | | 0 | | Legitimate Alarms | 8 | |
| CO DETECTOR | | | 0 | Preventable | | 10 |
| TOTAL - ALL ALARMS | 13 | | | | | |