



CITY OF SPRING PARK
CITY COUNCIL AGENDA
JULY 15, 2019 – 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 July 1, 2019
5. PUBLIC FORUM**
6. PRESENTATIONS & GUEST SPEAKERS
7. PUBLIC HEARINGS
8. PETITIONS, REQUESTS, & APPLICATIONS
 - a. 2413 Black Lake Road Variance Extension Request
9. ORDINANCES & RESOLUTIONS
10. REPORTS OF OFFICERS AND COMMITTEES
 - a. Mayor & Council
 - b. City Staff
 - c. Contract Staff
11. NEW BUSINESS & COMMUNICATIONS
12. CLAIMS FOR PAYMENT
13. UPCOMING MEETINGS & TRAINING
 - a. July 24 – LMCD Work Session at 6:00 PM with Regular Meeting at 7:00 PM
 - b. July 31 – Fire Commission – 11:00 AM
 - c. August 5 – Regular City Council Meeting – 7:00 PM
14. MISCELLANEOUS (INFORMATION ONLY)
 - a. Mound Fire Department June 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.



CITY OF SPRING PARK
CITY COUNCIL MINUTES
JULY 1, 2019 – 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; Gary Hughes; Pamela Horton; Catherine Kane Palen; and Megan Pavot

Staff Present: Dan Tolsma, City Administrator; and Theresa Schyma, City Clerk

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

3. ADOPT MEETING AGENDA

Council Member Hughes noted a change with Item #13a – the Administration Committee meeting will be held on Monday, July 8 instead of Tuesday, July 9.

M/Hughes, S/Horton to adopt the meeting agenda as amended.

Motion carried 5-0.

4. ADOPT CONSENT AGENDA

- a. City Council Work Session Meeting Minutes from June 17, 2019
- b. Regular City Council Meeting Minutes from June 17, 2019
- c. LMCD Port of Call Authorization

M/Pavot, 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 – None.
9. ORDINANCES & RESOLUTIONS – None.
10. REPORTS OF OFFICERS AND COMMITTEES
 - a. Mayor & Council

Council Member Hughes provided an update from the LMCD. He referred residents to the LMCD website to get the most current news regarding hot topics including no wake activities and harvesting information.

b. City Staff – None.

c. Contract Staff – None.

11. NEW BUSINESS & COMMUNICATIONS – None.

12. CLAIMS FOR PAYMENT

a. July 1, 2019 Claims

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

Motion carried 5-0.

13. UPCOMING MEETINGS & TRAINING

- a. July 8 – Administration Committee – 12:00 PM (rescheduled from July 9)
- b. July 10 – LMCD Work Session at 6:00 PM with Regular Meeting at 7:00 PM
- c. July 10 – Planning Commission – 6:00 PM
- d. July 15 – City Council Work Session – 6:00 PM
- e. July 15 – Regular City Council Meeting – 7:00 PM

14. MISCELLANEOUS (INFORMATION ONLY)

- a. Mound Fire Department May Report

15. ADJOURNMENT

The meeting was adjourned by unanimous consent at 7:09 p.m.

Date Approved: July 15, 2019

Dan Tolsma, City Administrator

Theresa Schyma, City Clerk



STAFF MEMO

2413 BLACK LAKE ROAD VARIANCE
EXTENSION REQUEST

1. **BACKGROUND:** Last year the Council approved a variance at their August 20, 2018 meeting to allow for the construction of a garage at 2413 Black Lake Road (see attached resolution and approved plan). Once a variance is approved it must be implemented within one year from the date of approval, however, if the applicant is unable to complete the project within the one-year window, they may request another one-year extension from the City Council. The property owner of 2413 Black Lake Road submitted a formal extension request on June 16, 2019.

Additionally, the City Code states that the extension request must first be reviewed by the Planning Commission before Council action is taken. The Planning Commission reviewed the extension request at their July 10, 2019 meeting and unanimously recommended approval of the extension.

2. **RECOMMENDED ACTION:** By Motion: Approve the variance for another one-year term with a new deadline of August 20, 2020.

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

RESOLUTION NO. 18-15

**RESOLUTION APPROVING A VARIANCE FOR THE ADDITION OF A
SINGLE-CAR GARAGE AT 2413 BLACK LAKE ROAD WITHIN THE CITY OF
SPRING PARK**

WHEREAS, Maxyril Avalos has requested a variance for his property at 2413 Black Lake Road to build a garage that would encroach into the required R-1 front, side, and rear setbacks; and

WHEREAS, City Staff have reviewed submitted plans and prepared a planning report dated July 19th, 2018; and

WHEREAS, the Spring Park Planning Commission met and held a public hearing on August 8th, 2018 to consider the variance request, the staff reports, and to take public testimony.

WHEREAS, upon closing the public hearing, the Planning Commission recommended that the City Council approve the variance for 2413 Black Lake Road subject to the conditions outlined in the July 19th, 2018 Planning Report as amended and based on the following variance findings-of-fact:

- A garage is a permitted accessory use in R-1 districts, and is a reasonable use of the property, especially given winter weather concerns in Minnesota regarding snow storage and parking.
- Unique circumstances stemming from the property's physical layout (lot size, atypical shape, misaligned right-of-way) are not hardships created by the landowner. In particular, despite not meeting the front setback with the right-of-way, the edge of the garage is still 25 feet back from the edge of the street.
- Given the small size of the parcel, the garage is being designed with the minimum variance needed.
- The addition would not impact the supply of light or air to adjacent properties, and the setback between homes is sufficient for fire and public safety thresholds.
- The addition would in no way impact traffic on the street as the property would remain a single-family home.
- The addition of a garage would not impact surrounding property values and would be expected to increase the individual site's value.
- Private improvement and investment are consistent with goals of Comprehensive Plan.

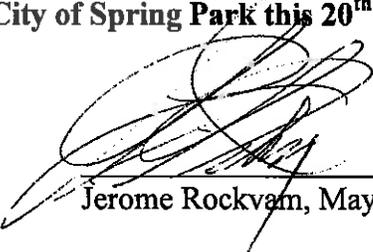
WHEREAS, the Spring Park City Council met on August 20th, 2018 to consider the variance application; and

WHEREAS, the Spring Park City Council has received the aforementioned plans, staff review documents, and the Planning Commission recommendation, and agrees with the findings and recommendation of the Planning Commission.

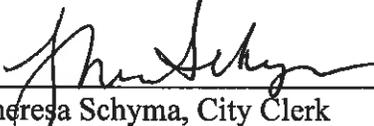
NOW, THEREFORE, BE IT RESOLVED that the City Council of Spring Park, Minnesota hereby approves the variance for 2413 Black Lake Road, subject to the following conditions:

- Construction will not deviate from the site plan submitted to the city as part of the variance application. Any change to the dimensions of the addition would be subject to a separate review.
- Given that the amount of impervious surface at the site will exceed 30%, the applicant will need to meet the conditions outlined in Sec. 42-279 (4) b. in order to mitigate the stormwater impacts of the addition.
 - The applicant will submit a separate site grading and drainage plan to ensure proper stormwater management practices. This plan will be subject to review and approval by the city engineer.
 - Staff recommends the use of a gutter system to direct runoff away from the adjacent properties and into one of the storm water management options listed in sec. 42-279.
- The Applicant secure a building permit from the city prior to initiating any site work.

Adopted by the City Council of the City of Spring Park this 20th day of August, 2018.



Jerome Rockvam, Mayor



Theresa Schyma, City Clerk

**2019 MOUND FIRE DEPARTMENT ACTIVITY REPORT
Emergency Response and Firefighter Hours Detail**

MONTH: June

| City | Call Type | 2019 | | | | 2018 | | | |
|-------------------------------------------------------------------------|----------------------------------|-----------|-------------|------------|-------------|-----------|-------------|------------|-------------|
| | | Month | Firefighter | YTD | YTD | Month | Firefighter | YTD | YTD |
| | | Calls | Hours | Calls | Hours | Calls | Hours | Calls | Hours |
| MOUND | Fire | 9 | 144 | 42 | 843 | 18 | 403 | 58 | 1232 |
| | Rescue | 27 | 398 | 102 | 1602 | 14 | 272 | 92 | 1648 |
| | Duty Officer | 2 | 3 | 7 | 8 | 1 | 1 | 10 | 10 |
| MINNETONKA BEACH <i>(for 2018 YTD Total Calls / Hours Reference)</i> | Fire | | | 0 | 0 | 2 | 42 | 9 | 216 |
| | Rescue | | | 0 | 0 | 0 | 0 | 2 | 32 |
| | Duty Officer | | | 0 | 0 | 0 | 0 | 0 | 0 |
| MINNETRISTA | Fire | 5 | 68 | 12 | 177 | 4 | 79 | 23 | 470 |
| | Rescue | 5 | 117 | 26 | 524 | 6 | 97 | 18 | 380 |
| | Duty Officer | 0 | 0 | 3 | 3 | 1 | 1 | 2 | 3 |
| SHOREWOOD | Fire | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Rescue | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Duty Officer | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 2 |
| SPRING PARK | Fire | 2 | 37 | 12 | 217 | 7 | 155 | 25 | 610 |
| | Rescue | 9 | 131 | 47 | 744 | 9 | 133 | 47 | 797 |
| | Duty Officer | 1 | 1 | 4 | 4 | 0 | 0 | 2 | 2 |
| MUTUAL AID | Fire | 2 | 27 | 20 | 733 | 2 | 70 | 13 | 383 |
| | Rescue | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 14 |
| STAND BY | Weather, Special Event, Etc. | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 52 |
| | Total Activity All Cities | | | | | | | | |
| | Fire | 18 | 276 | 86 | 1970 | 33 | 749 | 128 | 2911 |
| | Rescue | 41 | 646 | 175 | 2870 | 29 | 502 | 160 | 2871 |
| | Duty Officer | 3 | 4 | 14 | 15 | 2 | 2 | 16 | 17 |
| | Stand By | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 52 |
| | TOTAL | 62 | 926 | 275 | 4855 | 64 | 1253 | 305 | 5851 |

| Monthly Activity by Call Category | 2019 | 2018 |
|---------------------------------------------|------|------|
| COMMERCIAL | 4 | 8 |
| RESIDENTIAL | 49 | 45 |
| OTHER (OUTSIDE/ROADWAY/LAKE/OPEN AREA/MISC) | 9 | 11 |
| SERVICE CALLS (Smoke/CO Detectors) | 0 | 2 |
| LEGITIMATE FIRE ALARMS | 2 | 5 |
| FALSE FIRE ALARMS | 3 | 4 |

| MUTUAL AID AND TRAINING/MAINTENANCE SUMMARY | 2019 | | 2018 | |
|---------------------------------------------|-------|------|-------|--------|
| | Month | YTD | Month | YTD |
| MUTUAL AID CALLS RECEIVED | 0 | 1 | 0 | 2 |
| MUTUAL AID CALLS GIVEN | 2 | 20 | 2 | 14 |
| TRAINING/MAINTENANCE HOURS | 392.5 | 2402 | 301.5 | 1881.5 |

146

Mound Fire Department
Incident Reports - Spring Park
 June, 2019

| FIRE NO. | DATE | CITY | ADDRESS | FIRE/ RESCUE | DESCRIPTION | ACTION TAKEN | FF HOURS |
|-------------------------|-----------|-------------|----------------------|--------------|-------------------------|-------------------------|-----------|
| 227 | 6/7/2019 | Spring Park | 4014 Sunset Drive | Fire | Deck Fire | Nothing Found | 18 |
| 269 | 6/29/2019 | Spring Park | 4527 Shoreline Drive | Fire | Alarm - Fire | Burnt Food, Reset Alarm | 19 |
| Total Fire Calls | | | | 2 | Total Fire Hours | | 37 |

| | | | | | | | |
|---------------------------|-----------|-------------|----------------------------|----------|---------------------------|--------------|------------|
| 232 | 6/8/2019 | Spring Park | 4523 Shoreline Drive, #111 | Rescue | EMS | Transported | 13 |
| 240 | 6/13/2019 | Spring Park | 3746 Sunset Drive | Rescue | EMS | Transported | 18 |
| 245 | 6/16/2019 | Spring Park | 3746 Sunset Drive | Rescue | EMS | Transported | 19 |
| 248 | 6/18/2109 | Spring Park | 2450 Island Drive | Rescue | EMS | No Transport | 12 |
| 253 | 6/21/2019 | Spring Park | 4601 Shoreline Drive, #104 | Rescue | EMS | No Transport | 17 |
| 262 | 6/25/2019 | Spring Park | 4523 Shoreline Drive | Rescue | EMS | Transported | 15 |
| 263 | 6/26/2019 | Spring Park | 4523 Shoreline Drive, #207 | Rescue | EMS | Transported | 9 |
| 266 | 6/28/2019 | Spring Park | 4527 Shoreline Drive | Rescue | EMS | Transported | 13 |
| 274 | 6/30/2019 | Spring Park | 4523 Shoreline Drive, #207 | Rescue | EMS | Transported | 15 |
| Total Rescue Calls | | | | 9 | Total Rescue Hours | | 131 |

| | | | | | | | |
|---------------------------------|-----------|-------------|---------------------|----------|---------------------------------|------------------|----------|
| 254 | 6/21/2019 | Spring Park | 4469 Lafayette Lane | Fire | Odor of Smoke | Illegal Rec Fire | 1 |
| Total Duty Officer Calls | | | | 1 | Total Duty Officer Hours | | 1 |

| | | | | | | | |
|----------------------------------------------------|--|--|--|-----------|----------------------------------------------------|--|------------|
| TOTAL FIRE, RESCUE & DUTY OFFICER CALLS | | | | 12 | TOTAL FIRE, RESCUE & DUTY OFFICER HOURS | | 169 |
|----------------------------------------------------|--|--|--|-----------|----------------------------------------------------|--|------------|

Mound Fire Department

City of Spring Park
January - June, 2019

Fire Alarm / False Alarm Report

| Fire No | Date | Address | Alarm Type | | | Activity or Action Taken | False Alarm | Pre-ventable |
|---------|-----------|-----------------------|------------|-------|----|-----------------------------------|-------------|--------------|
| | | | Fire | Smoke | CO | | | |
| 25 | 1/24/2019 | 2400 Interlachen Road | x | | | Burnt Food - Ventilated | N | Y |
| 67 | 2/20/2019 | 4400 West Arm Road | x | | | Cancelled upon arrival | Y | Y |
| 138 | 4/15/2019 | 4300 Shoreline Drive | x | | | Investigated, found problem riser | N | Y |
| 141 | 4/17/2019 | 4601 Shoreline Drive | x | | | Caused by water leak | N | Y |
| 269 | 6/29/2019 | 4527 Shoreline Drive | x | | | Burnt Food, Reset Alarm | N | Y |
| | | | | | | | | |
| | | | | | | | | |
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2019 YTD TOTALS

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