



CITY OF SPRING PARK
CITY COUNCIL AGENDA
JULY 17, 2023 – 6:30 PM
SPRING PARK CITY HALL

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF AGENDA
4. PUBLIC COMMENT
5. REQUESTS & PRESENTATIONS
 - a. Sunset Drive – Mike Wiskus Request (10 Minutes)
6. CONSENT AGENDA
 - a. Minutes - Regular City Council Meeting & Work Session, June 20, 2023
 - b. Approve Payroll and Expenditures
 - c. Approve JLG Landscaping Quote – Gene Shavlik, 4608 West Arm Road
 - d. Approve Special Event: Back Channel Brewing – Bladerade Jam
7. ACTION AGENDA
 - a. Accept proposal for new Managed IT Service Provider
 - b. Accept HR and Payroll Outsourcing Proposal
8. REPORTS
 - a. Mayor & Council
 - b. Staff
9. ANNOUNCEMENTS/MISCELLANEOUS (INFORMATION ONLY)
 - a. August 7, 2023 – Regular City Council Meeting – 6:30PM
 - b. August 9, 2023 – Planning Commission Meeting – 6:00PM
 - c. August 21, 2023 – Regular City Council Meeting – 6:30PM
 - d. August 21, 2023 – Council Work Session – 5:30PM
10. ADJOURNMENT

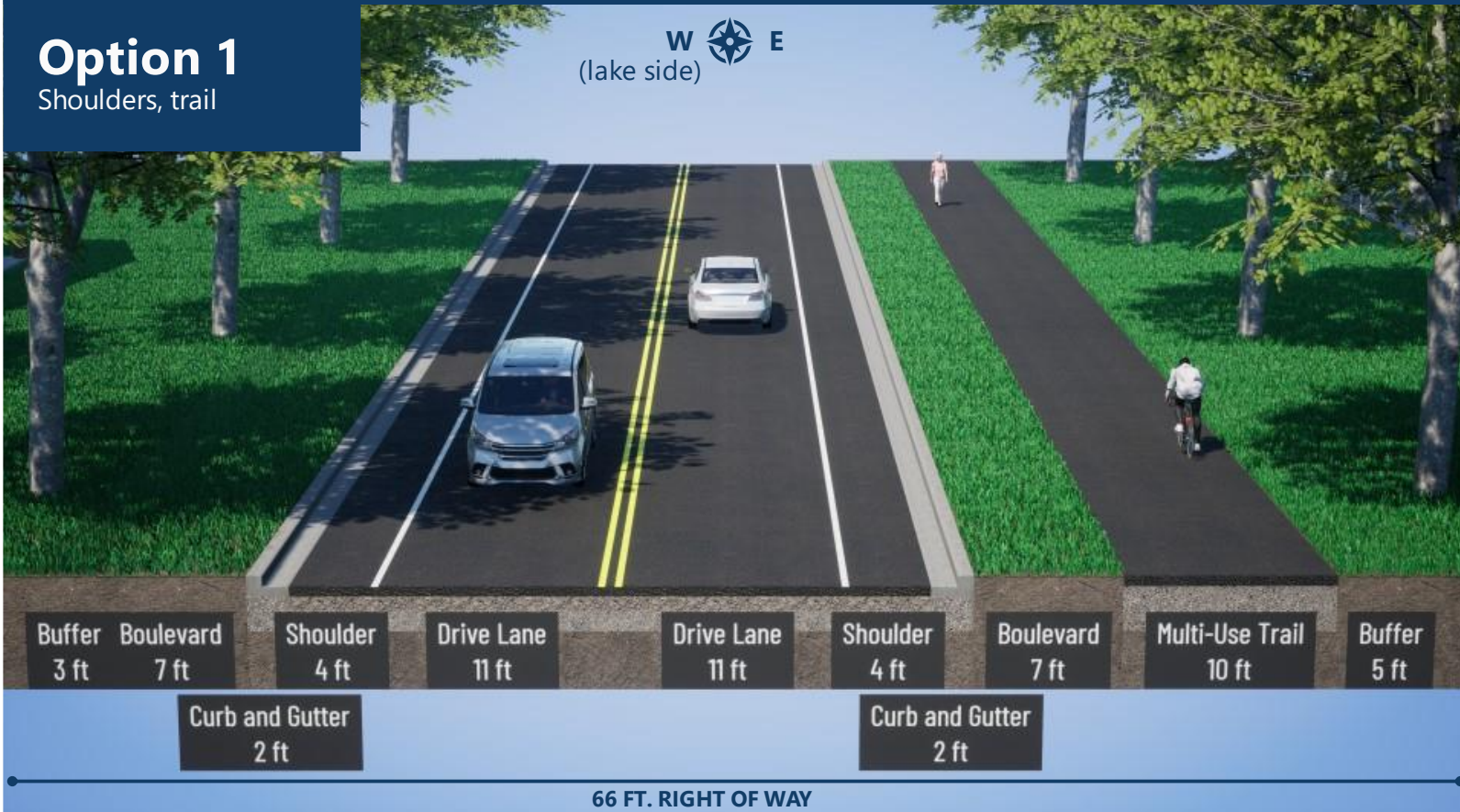
* The Consent Agenda lists those items of business which are considered to be routine, recommended for approval, and/or which need no discussion. The several separate items listed on the Consent Agenda are acted upon by one motion. There will be no separate discussion of these items unless a Council 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 Comment, 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.

Option 1

Shoulders, trail

W
(lake side)  E





CITY OF SPRING PARK
CITY COUNCIL MINUTES
JUNE 20, 2023 – 6:30 PM
SPRING PARK CITY HALL

1. CALL TO ORDER

The meeting was called to order at 6:30 p.m.

Council Present: Mayor Rockvam, Council Member's Hoffman and Sippel. Council Member's Chase and Horton were absent.

Staff Present: City Administrator Anderson, City Engineer Nielson

2. PLEDGE OF ALLEGIANCE

Mayor Rockvam led the audience in the Pledge of Allegiance

3. APPROVAL OF AGENDA

Council Member Hoffman motioned, being seconded by Council Member Sippel, to approve the agenda as presented. On vote being taken, the motion was unanimously approved.

4. PUBLIC COMMENT: State Representative Andrew Myers provided a general update related to Spring Park and the funding available for small cities. He stated Spring Park will receive roughly \$30,000 for small city transportation assistance which will be released in early 2024. Spring Park will also receive one-time funding for public safety in the amount of \$76,000, which we should receive around Oct. 2023. There will also be money available for the lead line abatement project. Myers also stated he was working with City Administrator Anderson on bonding options.

Mike Wiskus, Spring Park resident, brought forward his concerns regarding the road construction project on Sunset Drive and the designs they have presented. He stated most of the residents want the new road along with new sewer & water lines and undergrounding of the utilities. However, they do not want over-kill on the trails even if the land being used falls in the County's right-of-way.

Gene Shavlik, West Arm Road West, presented his issue regarding his lawn and weeds from the water/sewer project a few years back. Council Member Hoffman recommended that Shavlik bring in a quote from his contractor which should include a warranty for the work. Hoffman also told Shavlik that if the Council approves the quote, the City is no longer responsible for his lawn. He does not want him to come back to Council in 2 years asking for more money for his lawn.

Ben Rimolde came forward regarding some concerns for the repairs on West Arm Road West. City Engineer Nielson commented that they will be back after the 4th of July to complete the road work and address the various repairs.

Sherry Wilson, Sunset Drive, came forward regarding the increase in property taxes and whether the Hennepin County Road construction project will have an effect on their taxes. City Administrator Anderson instructed her to speak with the County about what their assessment policy is.

5. REQUESTS & PRESENTATIONS: none

6. CONSENT AGENDA

Council Member Hoffman motioned, being seconded by Council Member Sippel, to approve the consent agenda as presented.

- a. Minutes - Regular City Council Meeting, June 5, 2023
- b. Expenditures, June 20, 2023
- c. Approve Change Order No. 5: West Arm Project/Bituminous Roadways
- d. Resolution #23-14: Authorizing Application of Grant Submission

On vote being taken, the motion was unanimously approved.

7. ACTION AGENDA: none

8. REPORTS

a. Mayor & Council:

Council Member Sippel stated the bollards at the Sunset Lake Access were loose and did not appear to be installed correctly - he was able to easily grab and wiggle them. Council Member Hoffman asked if we were going to address the erosion concerns. Mayor Rockvam suggested again that we call Niccum Docks to have them install the bollards, ramp, and address the erosion.

b. Staff: none

9. ANNOUNCEMENTS/MISCELLANEOUS (INFORMATION ONLY)

- a. July 3, 2023 - Regular City Council Meeting – 6:30PM - **CANCELLED**
- b. July 12, 2023 - Planning Commission Meeting – 6:00PM
- c. July 17, 2023 – Regular City Council Meeting – 6:30PM
- d. July 17, 2023 – Council Work Session – 5:30PM

10. ADJOURNMENT

There being no further discussion, Council Member Sippel motioned, being seconded by Council Member Hoffman, to adjourn the meeting at 7:37p.m. On vote being taken, the motion was unanimously approved.

Respectfully submitted,
Jamie Hoffman, City Clerk



CITY OF SPRING PARK
WORK SESSION MINUTES
JUNE 20, 2023 – 5:30 PM
SPRING PARK CITY HALL

(Work Session discussion times are approximate)

1. 5:30: Shoreline Crosswalk – Representative Andrew Myers
Myers stated he is happy to be a resource to the City to assist with the approaching the County regarding the request for improvement to the crosswalk at Shoreline and the Drive-In. Council Member Hoffman suggested we draft a Resolution to submit to the County, so they are aware of our desire to ensure the crosswalk is addressed and improved for safety.
2. 6:00: LMCC Funding – Councilmember Sippel
Council Member Sippel reviewed the funding sources for the LMCC and how they are financially supported. Due to the cord cutting, they have a financial shortfall and presented 3 options to determine what each City wants to do. He reviewed what Spring Park would be responsible for due to the shortfall. He also stated the LMCC would like answers or a rank of preference for the 3 options. Council will discuss once all Council Members are present.
3. 6:15: Delinquent Utility Bills – Mike Anderson
City Administrator Anderson reviewed the process for delinquent utilities and the need to start the process soon as it will require a public hearing, running a notice in the newspaper, and filing the claims with the County to charge the past due amounts on the individual's taxes.
4. 6:20: Miscellaneous
City Administrator Anderson provided an update on a couple of items in process; the construction on the back stairway is getting started week of 6/26, we have received 7 proposals for IT RFP and the top 3 will be presented to Council, and the July Work Session will include the preliminary budget for discussion. Anderson also mentioned that the Sunset Drive road reconstruction project has been moved to 2025, and the mill and overlay for Shoreline will be done in 2024.

City Engineer Nielson provided an update on the road construction projects on Black Lake Road and West Arm Road West. On Black Lake Road, they finished the water mains and all the services, they are currently sub cutting and putting down the material and the sand. They are hoping to start curb and gutter on Monday 6/26 and begin the paving on 6/29. West Arm West – they have proposed a correction to the curb the was cut incorrectly on West Arm as the original design including removing the middle piling of the bridge. That repair work will start on 7/5 and should be completed in a week and ½. The beginning after the bridge will be done in 2024 when Met Council repairs their lift station – the benefit is Met Council will pick up the entire repair. Nielson stated the runoff at Seton Village driveway will require a valley gutter and catch basin to get the water runoff issue resolved. This will require repaving part of the driveway with bituminous. Mayor Rockvam asked who would pay for any errors by the engineering firm, Nielson stated it can be negotiated after discussion.

Council Member Hoffman stated that eventually the middle support from the bridge will be removed but requires working with HCRRA. Nielson stated that HCRRA said they will work with us on it, Mayor Rockvam requested that we explore it and see what it looks like. Nielson said he will set up a conference call with the railroad to discuss further.

Various residents on West Arm Road West came forward to provide their comments and concerns with the road reconstruction, the driveway at Seton Village, and the curb on the HCRRA side of the road that impedes snow removal. Council and the City Engineer addressed the concerns and/or repairs to be made for the curb cutout, to resolve the water runoff at Seton Village, and why the curb was required by HCRRA - they do not want anyone using their land for anything including the placing of excess snow.

5. 6:30: Adjourn

There being no further discussion, the work session was adjourned at 6:30p.m.

CITY OF SPRING PARK

06/28/23 3:20 PM

Page 1

*Check Summary Register©

Batch: 070323PAY

Name	Check Date	Check Amt	
10100 Wells Fargo Bank NA			
33353 BIFFS, INC.	6/28/2023	\$192.50	May 17-Jun13, 2023Biff Rental at Thor Thomps
33354 CITY OF BLOOMINGTON	6/28/2023	\$24.00	May 23' Water Testing Fees
33355 BOLTON & MENK	6/28/2023	\$2,002.00	May 2023 Lead Service Line GIS Setup to esta
33356 BOND TRUST SERVICES CORP	6/28/2023	\$44,770.64	Interest Payment for GO Bond 2022A
33357 CORE & MAIN LP	6/28/2023	\$3,992.86	Purchase of gate valves for Black Lake Rd
33358 ECM PUBLISHERS, INC.	6/28/2023	\$841.50	Publish 2022 Drinking Water Report
33359 EHLERS	6/28/2023	\$1,760.00	TIF Administration - Tax Court Petition
33360 FIVE TECHNOLOGY, INC.	6/28/2023	\$1,235.00	May 2023 IT Taskes - Renew SSL Certificate, o
33361 HAWKINS, INC.	6/28/2023	\$20.00	Purchased Chemicals for WTP
33362 HENNEPIN CTY ACCTS RECEIVA	6/28/2023	\$26,000.00	2023 Assessment Services 08/01/22-07/31/23
33363 HK HYDRO KLEAN, LLC	6/28/2023	\$5,550.00	Lift Station Cleaning
33364 MARK HODGES	6/28/2023	\$60.00	June 2023 - Recording services for Spring Park
33365 HOLTON ELECTRIC CONTRACT	6/28/2023	\$32,739.94	Decorative pole head repairs - install 11 diodes
33366 INDELCO PLASTICS CORPORATI	6/28/2023	\$558.32	Purchase of 1/2" THD Solenoid Valve
33367 LOFFLER COMPANIES, INC.	6/28/2023	\$132.94	Copier Usage 05/22/23-06/21/23
33368 MMKR & CO., P.A.	6/28/2023	\$3,500.00	Progress billing for services thru 05/31/23 on a
33369 NORLINGS LAKE MTKA LANDSC	6/28/2023	\$4,356.02	April 2023 Landscaping Services Job# M680
33370 CITY OF ORONO	6/28/2023	\$59,103.31	Reimb for April 2023 Jail Charges
33371 QED ENVIRONMENTAL SYSTEM	6/28/2023	\$1,364.58	Adhesive caulk and remediation treatment
33372 QUALITY FLOW SYSTEMS, INC.	6/28/2023	\$1,441.50	Field Labor on 06/01/23 to troubleshoot air strip
33373 REPUBLIC SERVICES, INC.	6/28/2023	\$13,497.34	2023 Spring Curbside Clean-up Services
33374 SAMBATEK, INC.	6/28/2023	\$2,587.88	June 2023 Engi. Fees for Northern and Warren
33375 SHAUGHNESSY LAWN CARE	6/28/2023	\$1,071.43	Clean Up and Mowing Services 05/15/23-06/15
33376 SHAVLIK, GENE	6/28/2023	\$500.00	Payment for Shavlik weed control and grass se
33377 THE STANDARD INSURANCE CO	6/28/2023	\$10.20	June & July 2023 Life Insurance Premium
33378 UNICLEAN CLEANROOM SERVIC	6/28/2023	\$256.90	Rug rental services 03/26/23-04/22/23
33379 US BANK	6/28/2023	\$2,188.84	May 2023 Credit Card Purchases - Microsoft F
33380 WSB & ASSOCIATES, INC.	6/28/2023	\$1,444.50	April 23' Planning Services - General Services
	Total Checks	\$211,202.20	

CITY OF SPRING PARK

***Check Detail Register©**

Batch: 070323PAY

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 Wells Fargo Bank NA					
33353	06/28/23	BIFFS, INC.			
E 101-45200-310		Contracted Services	\$192.50	W920209	May 17-Jun13, 2023Biff Rental at Thor Thompson Park
		Total	\$192.50		
33354	06/28/23	CITY OF BLOOMINGTON			
E 601-49400-306		Testing Fees	\$24.00	2300145	May 23' Water Testing Fees
		Total	\$24.00		
33355	06/28/23	BOLTON & MENK			
E 101-41510-310		Contracted Services	\$2,002.00	0314068	May 2023 Lead Service Line GIS Setup to establish GIS Data Management System
		Total	\$2,002.00		
33356	06/28/23	BOND TRUST SERVICES CORP			
E 101-47500-611		Bond Interest	\$2,970.16	80244	Interest Payment for GO Bond 2010A
E 601-47500-611		Bond Interest	\$500.99	80244	Interest Payment for GO Bond 2010A
E 602-47500-611		Bond Interest	\$1,001.99	80244	Interest Payment for GO Bond 2010A
E 101-47500-611		Bond Interest	\$4,838.90	80245	Interest Payment for GO Bond 2015A
E 601-47500-611		Bond Interest	\$816.20	80245	Interest Payment for GO Bond 2015A
E 602-47500-611		Bond Interest	\$1,632.40	80245	Interest Payment for GO Bond 2015A
E 601-47500-611		Bond Interest	\$16,267.50	80246	Interest Payment for GO Bond 2022A
E 602-47500-611		Bond Interest	\$16,267.50	80246	Interest Payment for GO Bond 2022A
E 101-47500-620		Fiscal Agent s Fees	\$475.00	81835	Agent Fee for GO Bond 2015A
		Total	\$44,770.64		
33357	06/28/23	CORE & MAIN LP			
E 201-43100-529		Black Lake Rd Feasibility	\$3,992.86	T027145	Purchase of gate valves for Black Lake Rd
		Total	\$3,992.86		
33358	06/28/23	ECM PUBLISHERS, INC.			
E 101-41600-351		Legal Notices Publishing	\$643.50	951614	Publish 2022 Drinking Water Report
E 101-41600-351		Legal Notices Publishing	\$198.00	951615	Publish 2022 Drinking Water Report
		Total	\$841.50		
33359	06/28/23	EHLERS			
E 301-47500-437		Other Miscellaneous	\$1,760.00	94417	TIF Administration - Tax Court Petition
		Total	\$1,760.00		
33360	06/28/23	FIVE TECHNOLOGY, INC.			
E 101-41500-330		IT Technology Support	\$358.34	P238-61	May 2023 IT Taskes - Renew SSL Certificate, onshire support, troubleshooting SPWebserver
E 601-49400-330		IT Technology Support	\$358.33	P238-61	May 2023 IT Taskes - Renew SSL Certificate, onshire support, troubleshooting SPWebserver
E 602-49450-330		IT Technology Support	\$358.33	P238-61	May 2023 IT Taskes - Renew SSL Certificate, onshire support, troubleshooting SPWebserver
E 101-41500-330		IT Technology Support	\$53.34	P2479-1	May 2023 IT Taskes - Renew SSL Certificate, onshire support, troubleshooting SPWebserver
E 601-49400-330		IT Technology Support	\$53.33	P2479-1	May 2023 IT Taskes - Renew SSL Certificate, onshire support, troubleshooting SPWebserver
E 602-49450-330		IT Technology Support	\$53.33	P2479-1	May 2023 IT Taskes - Renew SSL Certificate, onshire support, troubleshooting SPWebserver

CITY OF SPRING PARK

06/28/23 3:28 PM

Page 2

***Check Detail Register©**

Batch: 070323PAY

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
			Total	\$1,235.00	
33361	06/28/23	HAWKINS, INC.			
E 601-49400-216		Chemicals and Chem Pro	\$20.00	6498504	Purchased Chemicals for WTP
			Total	\$20.00	
33362	06/28/23	HENNEPIN CTY ACCTS RECEIVABLE			
E 101-41550-310		Contracted Services	\$26,000.00	1000208237	2023 Assessment Services 08/01/22-07/31/23
			Total	\$26,000.00	
33363	06/28/23	HK HYDRO KLEAN, LLC			
E 602-49450-496		LS Repair/Maint	\$5,550.00	084061	Lift Station Cleaning
			Total	\$5,550.00	
33364	06/28/23	MARK HODGES			
E 101-41100-109		Recording Service	\$60.00	5-05152023	June 2023 - Recording services for Spring Park Work Sessions
			Total	\$60.00	
33365	06/28/23	HOLTON ELECTRIC CONTRACTORS, LLC			
E 101-43100-402		Repairs/Maint Streets/Str	\$32,739.94	5305	Decorative pole head repairs - install 11 diodes
			Total	\$32,739.94	
33366	06/28/23	INDELCO PLASTICS CORPORATION			
E 601-49400-215		Shop Supplies	\$558.32	INV401503	Purchase of 1/2" THD Solenoid Valve
			Total	\$558.32	
33367	06/28/23	LOFFLER COMPANIES, INC.			
E 601-49400-413		Office Equipment/Rental	\$44.31	4395810	Copier Usage 05/22/23-06/21/23
E 602-49450-413		Office Equipment/Rental	\$44.31	4395810	Copier Usage 05/22/23-06/21/23
E 101-41500-413		Office Equipment/Rental	\$44.32	4395810	Copier Usage 05/22/23-06/21/23
			Total	\$132.94	
33368	06/28/23	MMKR & CO., P.A.			
E 101-41500-301		Auditing Services	\$1,166.67	54566	Progress billing for services thru 05/31/23 on audit of financial statements year end 12/31/22
E 601-49400-310		Contracted Services	\$1,166.67	54566	Progress billing for services thru 05/31/23 on audit of financial statements year end 12/31/22
E 602-49450-310		Contracted Services	\$1,166.66	54566	Progress billing for services thru 05/31/23 on audit of financial statements year end 12/31/22
			Total	\$3,500.00	
33369	06/28/23	NORLINGS LAKE MTKA LANDSCAPE			
E 101-41940-432		Landscaping/Gardens/Mai	\$4,356.02	42080	April 2023 Landscaping Services Job# M680
			Total	\$4,356.02	
33370	06/28/23	CITY OF ORONO			
E 101-42000-310		Contracted Services	\$41,673.96	20142206	June 2023 Police Services
E 101-41510-310		Contracted Services	\$10,434.00	20142207	June 2023 Public Works Services
E 601-49400-103		People Service/Orono	\$3,478.00	20142207	June 2023 Public Works Services
E 602-49450-103		People Service/Orono	\$3,478.00	20142207	June 2023 Public Works Services
E 101-42000-313		Booking Per Diem/Jail Ch	\$39.35	20142221	Reimb for April 2023 Jail Charges

CITY OF SPRING PARK

***Check Detail Register©**

Batch: 070323PAY

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
			Total	\$59,103.31	
33371	06/28/23	QED ENVIRONMENTAL SYSTEMS INC			
E 601-49400-310		Contracted Services	\$1,364.58	0000312915	Adhesive caulk and remediation treatment
			Total	\$1,364.58	
33372	06/28/23	QUALITY FLOW SYSTEMS, INC.			
E 601-49400-310		Contracted Services	\$715.50	44988	Field Labor on 06/01/23 to troubleshoot air stripper alarm
E 601-49400-310		Contracted Services	\$726.00	45036	Field Labor on 06/13/23 to help get post-chlorine working for Well 3
			Total	\$1,441.50	
33373	06/28/23	REPUBLIC SERVICES, INC.			
E 101-42800-310		Contracted Services	\$13,497.34	0894-006243	2023 Spring Curbside Clean-up Services
			Total	\$13,497.34	
33374	06/28/23	SAMBATEK, INC.			
E 101-43100-303		Engineering Fees	\$154.50	24622	Engi. Fees for Sunset Drive Utility Reparis 05/07/23-06/10/23
E 101-43100-303		Engineering Fees	\$2,433.38	24623	June 2023 Engi. Fees for Northern and Warren Ave Overlays
			Total	\$2,587.88	
33375	06/28/23	SHAUGHNESSY LAWN CARE			
E 101-45200-310		Contracted Services	\$1,071.43		Clean Up and Mowing Services 05/15/23-06/15/23
			Total	\$1,071.43	
33376	06/28/23	SHAVLIK, GENE			
E 101-41900-310		Contracted Services	\$500.00		Payment for Shavlik weed control and grass seeds
			Total	\$500.00	
33377	06/28/23	THE STANDARD INSURANCE COMPANY			
E 101-41500-121		PERA/FICA/Hosp Ins	\$3.40		June & July 2023 Life Insurance Premium
E 601-49400-121		PERA/FICA/Hosp Ins	\$3.40		June & July 2023 Life Insurance Premium
E 602-49450-121		PERA/FICA/Hosp Ins	\$3.40		June & July 2023 Life Insurance Premium
			Total	\$10.20	
33378	06/28/23	UNICLEAN CLEANROOM SERVICES			
E 101-41500-310		Contracted Services	\$138.45	201582	Rug rental services 03/26/23-04/22/23
E 101-41500-310		Contracted Services	\$118.45	202537	Rug rental services 05/28/23-06/24/23
			Total	\$256.90	
33379	06/28/23	US BANK			
E 101-41500-207		Computer Support/Supplie	\$87.92		May 2023 Credit Card Purchases - Microsoft Fee
E 601-49400-207		Computer Support/Supplie	\$87.93		May 2023 Credit Card Purchases - Microsoft Fee
E 602-49450-207		Computer Support/Supplie	\$87.92		May 2023 Credit Card Purchases - Microsoft Fee
E 101-41500-437		Other Miscellaneous	\$828.07		May 2023 Credit Card Purchases - Room/food/water for MCFOA Clerks Institute
E 101-45200-310		Contracted Services	\$1,097.00		May 2023 Credit Card Purchases - Drinking Fountain parts for Thor Thompson Park
			Total	\$2,188.84	

CITY OF SPRING PARK

06/28/23 3:28 PM

Page 4

***Check Detail Register©**

Batch: 070323PAY

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
33380	06/28/23	WSB & ASSOCIATES, INC.			
E 101-41910-310		Contracted Services	\$999.25	R-021860-00	April 23' Planning Services - General Services
E 101-41910-310		Contracted Services	\$445.25	R-021860-00	April 23' Planning Services - 3916 Mapleton Ave
		Total	\$1,444.50		
		10100 Wells Fargo Bank NA	\$211,202.20		

Fund Summary

10100 Wells Fargo Bank NA	
101 GENERAL FUND	\$149,620.44
201 PUBLIC IMPROV REVOLVING FUND	\$3,992.86
301 TIF DEBT SERVICE	\$1,760.00
601 WATER FUND	\$26,185.06
602 SEWER FUND	\$29,643.84
	<u>\$211,202.20</u>

CITY OF SPRING PARK

07/06/23 8:47 AM

Page 1

*Check Summary Register©

Batch: 071723PAY

Name	Check Date	Check Amt	
10100 Wells Fargo Bank NA			
33381 CORE & MAIN LP	7/6/2023	\$1,111.09	Purchase of water meters
33382 FIVE TECHNOLOGY, INC.	7/6/2023	\$280.00	July 23' Monthly IT Managed Services
33383 FOSTER BROS MARINE	7/6/2023	\$250.00	Reimbursement for Special Event Permit that w
33384 GOOD TO BE HOME CLEANING	7/6/2023	\$250.00	June 2023 City Hall Cleaning Services
33385 CITY OF MOUND FINANCE DEPT.	7/6/2023	\$43,112.00	2023 3rd Qtr.Contractd Fire Service & Protecti
33386 CITY OF ORONO	7/6/2023	\$924.02	Reimbursement for Martin Marietta Water Main
33387 REPUBLIC SERVICES, INC	7/6/2023	\$1,551.84	June 2023 Recycling Services
33388 SAMBATEK, INC.	7/6/2023	\$33,993.83	Engi. Fees for Black Lake Rd - 05/07/23-06/10/
33389 VESSCO, INC.	7/6/2023	\$5,157.89	Onsite services in June 2023 to replace plasto
	Total Checks	\$86,630.67	

CITY OF SPRING PARK

***Check Detail Register©**

Batch: 071723PAY

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 Wells Fargo Bank NA					
33381	07/06/23	CORE & MAIN LP			
E 601-49400-201		Meters & Supplies	\$1,111.09	T040946	Purchase of water meters
		Total	\$1,111.09		
33382	07/06/23	FIVE TECHNOLOGY, INC.			
E 101-41500-330		IT Technology Support	\$93.34	10723-15	July 23' Monthly IT Managed Services
E 601-49400-330		IT Technology Support	\$93.33	10723-15	July 23' Monthly IT Managed Services
E 602-49450-330		IT Technology Support	\$93.33	10723-15	July 23' Monthly IT Managed Services
		Total	\$280.00		
33383	07/06/23	FOSTER BROS MARINE			
R 101-32170		Special Events	\$250.00	23-08SPEV	Reimbursement for Special Event Permit that was not needed for water boat show
		Total	\$250.00		
33384	07/06/23	GOOD TO BE HOME CLEANING SERVI			
E 101-41900-310		Contracted Services	\$250.00	1152	June 2023 City Hall Cleaning Services
		Total	\$250.00		
33385	07/06/23	CITY OF MOUND FINANCE DEPT.			
E 101-42260-310		Contracted Services	\$43,112.00	00002532C	2023 3rd Qtr.Contractd Fire Service & Protection
		Total	\$43,112.00		
33386	07/06/23	CITY OF ORONO			
E 601-49400-411		Repairs / Breaks	\$924.02	2014220	Reimbursement for Martin Marietta Water Main Valve and Lano Boom Rental for Watermain Break
		Total	\$924.02		
33387	07/06/23	REPUBLIC SERVICES, INC			
E 101-42900-310		Contracted Services	\$1,551.84	0894-006260	June 2023 Recycling Services
		Total	\$1,551.84		
33388	07/06/23	SAMBATEK, INC.			
E 201-43100-529		Black Lake Rd Feasibility	\$33,993.83	24630	Engi. Fees for Black Lake Rd - 05/07/23-06/10/23
		Total	\$33,993.83		
33389	07/06/23	VESSCO, INC.			
E 601-49400-400		Repairs/Maint General	\$5,157.89	091416	Onsite services in June 2023 to replace plastomatic solenoid
		Total	\$5,157.89		
		10100 Wells Fargo Bank NA	\$86,630.67		

J.L. GYLLENBLAD LANDSCAPING
 4465 LAKE SARAH ROAD
 MAPLE PLAIN MN 55359
 PHONE 763-972-2035


INVOICE NO. Proposed

INVOICE

CUSTOMER

Name:	CITY OF SPRING PARK (GENE SHAVLIK)		
Address			
City	Spring Park	State	MN 55384
Phone:			

Date:	6/9/2022
Order No.	1

QTY.	Description	Unit Price	TOTAL
2	Labor & machine hours flail mowing & spraying weeds	\$70.00	\$140.00
2	Labor & machine hours grading out weeds , adding black dirt, & seeding	\$70.00	\$140.00
1	Trucking & disposal fee hauling in pulverized black dirt & hauling out	\$120.00	\$120.00
5	Pounds of 1623 Sun Shade Blue Grass seed	\$18.00	\$18.00
5	Pounds of 10-10-10 fertilizer	\$8.00	\$8.00
2	Oats straw bales	\$5.00	\$10.00
2	Cubic yard of pulverized black dirt with compost	\$32.00	\$64.00
<p>J.L. Gyllenblad Landscaping will warranty the work proposed for the Shavlik property, and will not hold the City of Spring Park financially responsible for any additional work or maintenance.</p> 			
		Subtotal	
		Shipping	
		Sales Tax	
		TOTAL	\$500.00



STAFF MEMO

BACK CHANNEL BREWING BLADERADE JAM SPECIAL EVENT FRIDAY, JULY 21, 2023

1. **BACKGROUND:** Back Channel Brewery is requesting a permit for a special event to be held on Friday, July 21st. The event is scheduled from 3:00 p.m. to 9:00 p.m. and will include outdoor music and allow patrons to have alcoholic beverages in a defined area of the south parking lot which is demarcated with barriers.
2. **DISCUSSION:** The request for outdoor music requires a special event application and the event organizers will need to coordinate with the Mound Fire Department and Orono Police Department prior to the event to ensure that all necessary safety precautions have been taken.
3. **FINANCIAL CONSIDERATIONS:** All required permit fees have been received.
4. **RECOMMENDED ACTION:** Approve Special Event Application No. 23-12 for an event on Friday, July 21st with the attached list of conditions.



Proposals for IT Managed Services

To: Spring Park – Mayor and Council

From: Jamie Hoffman, City Clerk

Subject: IT Managed Services - RFP Results

The City of Spring Park sent out Request for Proposals (RFP) in May for a new Managed IT provider.

The submission deadline was Thursday, June 15th. Staff received a total of four (7) proposals, comparing all seven (7) for services, cost, and best fit. These options were discussed with the Council during the Work Session.

Staff has made the recommendation to accept **Solution Builders'** proposal based on best service options, overall cost, and local availability for on-call services.

Staff recommends the Council make a motion to approve this provider at the Regular Council meeting.

City of Spring Park

4349 WARREN AVENUE, SPRING PARK, MINNESOTA 55384-9711 (952) 471-9051 FAX (952) 471-9160
WWW.CI.SPRING-PARK.MN.US



Proposals for Outsourcing Payroll/HR Services

To: Spring Park – Mayor and Council

From: Patria Xiong, City Finance Clerk

Subject: RFP Results

The City of Spring Park has been discussing outsourcing Payroll and HR services for a few years. Council asked Staff to research this option and since has reached out to a handful of companies for quotes.

After discussion in house, and at the Work Session, Staff is recommending Council select **Press Gold Group** (PPG) for our future Payroll and HR Outsourcing Services.

Budget Impact - \$2,200 annually

City Staff is looking for official Council Action on selecting a Payroll/HR Vendor for services and authorizing Staff to sign a contract with PPG for Payroll/HR Services.

City of Spring Park

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