



CITY OF SPRING PARK
CITY COUNCIL AGENDA
MARCH 3, 2025 – 6:00 PM
SPRING PARK CITY HALL

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF AGENDA
4. PUBLIC COMMENT**

Those wishing to speak must state their name and address for the record. Each person will have three (3) minutes to make their remarks unless Council allows more time. Speakers will address all comments to the City Council as a whole and not one individual councilmember. The Council may **not take action** on an item presented during the Public Comment period. When appropriate, the Council may refer inquiries and items brought up during the Public Comment period to the City Administrator for follow-up.

5. REQUESTS & PRESENTATIONS
Sunset Drive Update (City Portion) – Moore Engineering
6. CONSENT AGENDA*
 - a. City Council Meeting Minutes – February 3, 2025
 - b. Approve Payroll, Expenditures, and Claims for Payment
 - c. 2025 Garbage Hauler License Renewals
 - d. Approve New Garbage Hauler for 2025
 - e. Special Event Permit#25-05: Lord Fletcher’s Concert Series
7. ACTION AGENDA
 - a. Public Restrooms – Dock Permit Requirements
8. REPORTS
 - a. Mayor & Council
 - b. Staff
9. ANNOUNCEMENTS/MISCELLANEOUS (INFORMATION ONLY)
 - a. March 12, 2025 – Planning Commission Meeting – 6:00PM
 - b. March 17, 2025 - Regular City Council Meeting – 6:00PM
 - c. March 17, 2025 – Council Work Session – 5:00PM
 - d. April 7, 2025 – Regular City Council Meeting – 6:00PM
10. ADJOURNMENT

* The Consent Agenda lists those items of business which are 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, except for referral to staff for future report.

City Engineer Update Memorandum

Date: February 27, 2025
Prepared By: John W Morast, PE
Project: City of Spring Park, MN
Hennepin County 2025 Sunset Drive Reconstruction Project
Contractor: Hennepin Co – road design, Moore – utility design
Subject: Addition of Sidewalk and Curb and Gutter to Project

The city has been working with Hennepin County for a couple of years on the reconstruction of Sunset Drive, from Shoreline Drive (CSAH 15) to Shadywood Road (CSAH19). The County is reconstructing the entire roadway, with drainage improvements, as well as shoulders and a sidewalk along the east side of Sunset Dr. (with sidewalks on both sides of the road from Rockvam to Shoreline).

While the road is being reconstructed, it is a very advantageous time to replace the city utilities, including water and sanitary sewer. In addition, with the overhead power undergrounding ordinance, both the City and the county are coordinating with Excel for the undergrounding of the overhead power.

We have been coordinating and meeting with the County from early to mid-2024 with their roadway, storm drainage, retaining walls, sidewalk, etc. design, along with our city water and sanitary sewer design. The project is progressing. In October 2024, the County provided their 60% plan review comments. Both Moore and the County worked diligently on the plans and in February 2025 our 95% plans were submitted to the County. Both the roadway and the utility plans were internally routed within Hennepin County for review. We expect to receive their 95% plan comments very soon. Following the comment reviews and the current plan is to submit the unsigned 100% plans and specs to MnDOT State Aid for their review, since the project has Municipal State Aid funding (from the County) and is designed to State Aid standards.

The County is coordinating another utility coordination meeting, scheduled for early March, to get an update from Excel on their design and any potential conflicts with the road plans.

The intent of the project is for Excel to complete their design and construct their improvements in 2025. Excel is providing funding the design and construction, but they are not responsible for individual houses, apartments and/or commercial service conversions from an aerial service connection to an underground service connection. Previously the City decided to pay for the service conversions. Currently, we do not have a construction estimate from Excel for their work or estimates for the underground service replacement costs.

Based on the amount of work to be completed, the construction is a two (2) year project. Because the City lift-stations are the low points of the sanitary sewer system, typical sewer construction sequencing would begin at the lift stations and work outwards. The watermain replacements would typically occur once the sewer work is completed and backfilled to the elevations of the watermain. We have coordinated with the County on the phasing of the project. The plan is to construct improvements in two phases. One phase from Park Lane, north/eastward toward Shadywood Road. The second phase would be from the Park Lane area, southwesterly towards Shoreline Drive.

We are writing our specifications for the phased approach, with particular attention on resident and business disruptions. We are writing our special provisions (contract documents) to limit the disruptions as much as we can, without placing an undue hardship on the contractor, which would most likely cause their construction prices to increase. We are looking at limiting the number of residents that have parking access disrupted, as well as the length that the disruptions can occur. We are still working on those numbers with our construction group. ***The construction project will cause disruptions for both residents and patrons of the commercial businesses along Sunset Drive, as well as users of Thor Thompson Park and the Dakota regional trail.***

We are expecting cost estimate updates from the County any day, but according to their Board approved 2025 Capital Budget, the total cost of the Sunset Drive reconstruction project is about \$12.3M, with their construction estimate being about \$8.3M. The County estimated the City's total for the project at about \$3.6M. The city successfully received a Local Roads Improvement (LRIP) grant of \$1.5M to cover a portion of our costs. We will not know the total City cost share portion until we receive the 95% cost estimate from the County.

We will be providing construction inspection and observation services for all three phases of the construction, utility undergrounding, phase 1 and phase 2 of construction. We are developing those costs, which will be based on the construction duration, the contractor schedule and the level of inspection coverage the city desires.

Schedule – Total project schedule, including Excels undergrounding of the overhead power

- 2025 (anticipated summer/fall)
 - o Excel undergrounding overhead power
 - o City converting aerial services to underground services
- 2026 – Road and city utility construction, Phase 1
 - o Park Ln to Shadywood Road
- 2027 – Road and city utility construction, Phase 2
 - o Park Ln to Shoreline Dr

Costs (County 2025 Budget costs)

- \$12.3M in total Sunset Drive Roadway Reconstruction project costs
 - o \$8.7M in County costs
 - o \$3.6M in city roadway costs
 - City has secured a \$1.5M LRIP grant to be applied to roadway related costs
- \$2.3M in additional City utility (water and sewer) costs
 - o Approximately \$1.7M in city utility construction costs
 - o Approximately \$150k in project design costs
 - o Approximately \$450k in CA costs over 3 years (depending on schedule and coverage)

BOARD APPROVED: 2025 CAPITAL BUDGET AND 2025-2029 CAPITAL IMPROVEMENT PROGRAM

Project Name: 2182000 CSAH 51 - Reconst Sunset fr Shoreline to Shadywood CSAH 19 Major Program: Public Works Department: Transportation Roads & Bridges	Funding Start: 2019 Funding Completion: 2025
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Summary:
 Reconstruct Sunset Drive (CSAH 51) from Shoreline Drive (CSAH 15) to Shadywood Road (CSAH 19) in the City of Spring Park.

Purpose & Description:
 The existing roadway (last reconstructed in 1969) is nearing the end of its useful life and warrants replacement as routine maintenance activities are no longer cost effective in preserving assets. The current roadway lacks curb and gutter to provide adequate drainage; presenting issues for property owners along Sunset Drive (CSAH 51) during intense weather events.

The City of Spring Park completed an Infrastructure Asset Management Plan in 2017 that reported water and sanitary utilities (originally installed in 1964) in relatively poor condition within the proposed project limits. In response, the City of Spring Park formally requested this project from Hennepin County in 2017 to leverage an opportunity to address aged sanitary and water utilities in conjunction with a roadway project in an effort to reduce impacts to users.

It is anticipated that the proposed project will include new pavement, curb and gutter to provide sufficient drainage, and a sidewalk facility to provide space for people walking. In addition, Complete and Green Streets design strategies will be introduced to better facilitate pedestrian, bicycle, and vehicle movements near the Dakota Rail Regional Light Rail Transit (LRT) Trail crossing to improve user safety and comfort.

State discretionary funding was awarded to the City of Spring Park in 2023 through MnDOT's Local Road Improvement Program (LRIP) for this project.



REVENUE	Budget To-Date	Act & Enc	Balance	2025 Budget	2026	2027	2028	2029	Future	Total
Mn/DOT State Aid - Municipal	6,040,000		6,040,000	2,660,000						8,700,000
Spring Park	1,580,000		1,580,000	2,050,000						3,630,000
Total	7,620,000		7,620,000	4,710,000						12,330,000

EXPENSE	Budget To-Date	Act & Enc	Balance	2025 Budget	2026	2027	2028	2029	Future	Total
Right of Way	1,200,000		1,200,000							1,200,000
Construction	4,200,000		4,200,000	4,140,000						8,340,000
Consulting	1,120,000	320,844	799,156							1,120,000
Contingency	1,100,000		1,100,000	570,000						1,670,000
Total	7,620,000	320,844	7,299,156	4,710,000						12,330,000

BOARD APPROVED: 2025 CAPITAL BUDGET AND 2025-2029 CAPITAL IMPROVEMENT PROGRAM

Project Name: 2182000 CSAH 51 - Reconst Sunset fr Shoreline to Shadywood CSAH 19	Funding Start: 2019
Major Program: Public Works	Funding Completion: 2025
Department: Transportation Roads & Bridges	

Current Year's CIP Process Summary	Budget To-Date	2025 Budget	2026	2027	2028	2029	Future	Total
Department Requested	7,620,000	4,710,000						12,330,000
Administrator Proposed	7,620,000	4,710,000						12,330,000
CBTF Recommended	7,620,000	4,710,000						12,330,000
Board Approved Final	7,620,000	4,710,000						12,330,000

<p>Scheduling Milestones (major phases only):</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>Activity</u></th> <th style="text-align: left;"><u>Anticipated Timeframe</u></th> </tr> </thead> <tbody> <tr> <td>Planning</td> <td>2018 - 2020</td> </tr> <tr> <td>Design</td> <td>Q1 2021 - Q2 2025</td> </tr> <tr> <td>Bid Advertisement</td> <td>Q3 2025</td> </tr> <tr> <td>Construction</td> <td>Q4 2025 - Q4 2027</td> </tr> <tr> <td>Completion</td> <td>2028</td> </tr> </tbody> </table>	<u>Activity</u>	<u>Anticipated Timeframe</u>	Planning	2018 - 2020	Design	Q1 2021 - Q2 2025	Bid Advertisement	Q3 2025	Construction	Q4 2025 - Q4 2027	Completion	2028	<p>Board Resolutions / Supplemental Information:</p> <p>Project Budget Notes:</p> <ul style="list-style-type: none"> The City of Spring Park received \$1,500,000 in State GO Bonds as part of MnDOT's 2023 Local Road Improvement Program (LRIP) as tracked under SAP 027-594-005. A Grant Agreement must be executed by 12/01/2027 to avoid jeopardizing state discretionary funds.
<u>Activity</u>	<u>Anticipated Timeframe</u>												
Planning	2018 - 2020												
Design	Q1 2021 - Q2 2025												
Bid Advertisement	Q3 2025												
Construction	Q4 2025 - Q4 2027												
Completion	2028												
<p>Project's Effect on the Operating Budget:</p> <p>Staff does not anticipate that this project will have significant impacts to Transportation Department staff or annual operating costs. The installation of one new rectangular rapid flashing beacon (RRFB) system is anticipated to require \$100 in maintenance costs annually. Maintenance responsibilities of the new sidewalk facility are anticipated to be assigned to the City of Spring Park as part of a cooperative agreement.</p>													
<p>Project's Effect on County Priorities:</p> <p>This project will reduce disparities in the connectivity domain by providing safe connections for people walking, biking and rolling. These improvements to multimodal connections advance the county's goal of reducing vehicle miles traveled per capita. This is especially important as the project is located in an area that includes relatively high percentages of people with limited mobility. In addition, green streets elements will have a positive impact on water impairments in Minnehaha Creek.</p>													
<p>Changes from Prior CIP:</p> <ul style="list-style-type: none"> Project budget increased by \$4.7 million from \$7.6 million to \$12.3 million to be financed with \$2.7 million in State Aid Municipal and \$2.0 million from the City of Spring Park. Construction activities increased by \$4.1 million from \$4.2 million to \$8.3 million based on a revised Engineer's Estimate. Contingencies increased by \$0.6 million from \$1.1 million to \$1.7 million. 													

Last Year's CIP Process Summary	Budget To-Date	2024	2025	2026	2027	2028	Future	Total
Department Requested	7,020,000	600,000						7,620,000
Administrator Proposed	7,020,000	600,000						7,620,000
CBTF Recommended	7,020,000	600,000						7,620,000
Board Approved Final	7,020,000	600,000						7,620,000



CITY OF SPRING PARK
CITY COUNCIL MINUTES
FEBRUARY 3, 2025 – 6:00 PM
SPRING PARK CITY HALL

1. CALL TO ORDER

The meeting was called to order at 6:00 p.m.

Council Present: Mayor Chase, Council Member's Suttle, Sippel, Turner and Horton were present.

Staff Present: City Administrator Anderson

2. PLEDGE OF ALLEGIANCE

Mayor Chase led the audience in the Pledge of Allegiance.

3. APPROVAL OF AGENDA

Council Member Horton 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: none

5. REQUESTS & PRESENTATIONS: Hennepin County District 6 Commissioner Heather Edelson presented a review of the business structure, expenditures, levy increase, and public safety, housing, health and education initiatives for Hennepin County.

6. CONSENT AGENDA

- a. City Council Meeting and Work Session Minutes – January 21, 2025
- b. Approve Payroll, Expenditures, and Claims for Payment
- c. Special Event Permit #25-01: Tour de Tonka Bike Ride, August 2, 2025
- d. Special Event Permit #25-03: Lake Minnetonka Crappie Contest, May 3, 2025
- e. Back Channel: THC License Renewal 2025
- f. Skinevity Med-Spa: Business License Renewal 2025

Council Member Horton motioned, being seconded by Council Member Suttle, to approve the Consent Agenda as presented. On vote being taken, the motion was unanimously approved.

7. ACTION AGENDA: no items.

8. REPORTS

- a. Mayor & Council: Mayor Chase stated he wouldn't be able to attend the next meeting and suggested it could be cancelled as there wasn't anything pressing on the agenda.
- b. Staff: City Administrator Anderson stated the Spring cleanup is scheduled for May 10th.

9. ANNOUNCEMENTS/MISCELLANEOUS (INFORMATION ONLY)

- a. February 12, 2025 - Planning Commission Meeting – 6:00PM
- b. February 18, 2025 - Regular City Council Meeting – 6:00PM - CANCELLED
- c. February 18, 2025 - City Council Work Session – 5:00PM - CANCELLED
- d. March 3, 2025 - Regular City Council Meeting – 6:00PM

All meetings of the Spring Park City Council are video recorded and available for viewing online at www.ci.spring-park.mn.us or [Spring Park | Lake Minnetonka Cable Commission \(lmcc-tv.org\)](http://Spring Park | Lake Minnetonka Cable Commission (lmcc-tv.org)). Meeting minutes are intended to be a general synopsis of the meetings of the City Council. Additional detail regarding discussions and policy considerations is provided by watching the recording of the meeting.

10. ADJOURNMENT

There being no further discussion, Council Member Sippel motioned, being seconded by Council Member Horton, to adjourn the meeting at 6:40p.m. On vote being taken, the motion was unanimously approved.

Respectfully submitted,
Jamie Hoffman, City Clerk

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CITY OF SPRING PARK

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*Check Summary Register©

Batch: 030325PAY

	Name	Check Date	Check Amt	
10100	Wells Fargo Bank NA			
34175	HAWKINS, INC.	2/27/2025	\$20.00	Purchased Chemicals for WTP
34176	HENNEPIN CNTY TREASURER	2/27/2025	\$1,103.55	DS200(3) & ExpressVotes(2) Maintenance and
34177	KODIAK POWER SOLUTIONS	2/27/2025	\$1,220.45	Service for generator by WTP
34178	LAKE MINNETONKA COMMUNIC	2/27/2025	\$75.00	Reimbursement for Mark Hodges 02/12/25 Me
34179	LAKESIDE NETWORKS	2/27/2025	\$175.00	Internet Services 02/26/25-03/25/25
34180	LOFFLER COMPANIES, INC.	2/27/2025	\$76.79	Copier Usage 01/22/25-02/21/25
34181	MNSPECT, LLC	2/27/2025	\$2,156.44	Jan. 25' Residential & Commercial Inspections/
34182	MOORE ENGINEERING, INC	2/27/2025	\$56,538.14	Eng. Services for Sunset Drive
34183	PRECISION UTILITIES	2/27/2025	\$13,989.99	Water Service Repair at 3946 Shoreline Dr
34184	ROBBS ELECTRIC INC	2/27/2025	\$280.00	Well Pump Motor Controller Maintenance
34185	US BANK	2/27/2025	\$1,459.08	Jan. 25' Credit Card Purchases - 2025 Annual
	Total Checks		\$77,094.44	

CITY OF SPRING PARK

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***Check Detail Register©**

Batch: 030325PAY

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 Wells Fargo Bank NA					
34175	02/27/25	HAWKINS, INC.			
E 601-49400-216		Chemicals and Chem Pro	\$20.00	6985157	Purchased Chemicals for WTP
		Total	\$20.00		
34176	02/27/25	HENNEPIN CNTY TREASURER			
E 101-41410-437		Other Miscellaneous	\$1,103.55	24SPK	DS200(3) & ExpressVotes(2) Maintenance and 2024 Election Services
		Total	\$1,103.55		
34177	02/27/25	KODIAK POWER SOLUTIONS			
E 101-41900-310		Contracted Services	\$1,220.45	17660878	Service for generator by WTP
		Total	\$1,220.45		
34178	02/27/25	LAKE MINNETONKA COMMUNICATIONS			
E 101-41100-109		Recording Service	\$75.00		Reimbursement for Mark Hodges 02/12/25 Meeting
		Total	\$75.00		
34179	02/27/25	LAKESIDE NETWORKS			
E 101-42000-324		Internet Service	\$58.34	002754	Internet Services 02/26/25-03/25/25
E 601-49400-324		Internet Service	\$58.33	002754	Internet Services 02/26/25-03/25/25
E 602-49450-324		Internet Service	\$58.33	002754	Internet Services 02/26/25-03/25/25
		Total	\$175.00		
34180	02/27/25	LOFFLER COMPANIES, INC.			
E 101-41500-413		Office Equipment/Rental	\$25.61	4950421	Copier Usage 01/22/25-02/21/25
E 601-49400-413		Office Equipment/Rental	\$25.59	4950421	Copier Usage 01/22/25-02/21/25
E 602-49450-413		Office Equipment/Rental	\$25.59	4950421	Copier Usage 01/22/25-02/21/25
		Total	\$76.79		
34181	02/27/25	MNSPECT, LLC			
E 101-42400-310		Contracted Services	\$138.00	1255995	Jan. 25' Code Enforcement Services
E 101-42400-310		Contracted Services	\$1,375.06	1256226	Jan. 25' Residential & Commercial Inspections/Permit Fees/General Fees
E 101-42400-305		Plan Check Fees	\$643.38	1256226	Jan. 25' Residential & Commercial Inspections/Permit Fees/General Fees
		Total	\$2,156.44		
34182	02/27/25	MOORE ENGINEERING, INC			
E 201-43100-533		Sunset Drive Utilites - Wat	\$4,960.00	40678	Eng. Services for Sunset Drive
E 201-43100-534		Sunset Drive Utilites - Sew	\$4,085.00	40678	Eng. Services for Sunset Drive
E 201-43100-535		Sunset Drive Utilites - Stor	\$1,292.50	40678	Eng. Services for Sunset Drive
E 101-41910-310		Contracted Services	\$5,180.00	40678	Eng. Services for Sunset Drive
E 201-43100-533		Sunset Drive Utilites - Wat	\$8,299.00	40684	Eng. Services for Sunset Drive Utility Design
E 201-43100-534		Sunset Drive Utilites - Sew	\$12,550.00	40684	Eng. Services for Sunset Drive Utility Design
E 201-43100-535		Sunset Drive Utilites - Stor	\$3,035.00	40684	Eng. Services for Sunset Drive Utility Design
E 101-41910-310		Contracted Services	\$6,064.71	40684	Eng. Services for Sunset Drive Utility Design
E 201-43100-535		Sunset Drive Utilites - Stor	\$3,930.00	40898	Eng. Services for Sunset Drive Utility Design
E 101-41910-310		Contracted Services	\$330.00	40898	Eng. Services for Sunset Drive Utility Design
E 201-43100-531		2024 Street Project	\$4,992.20	41350	Eng. Construction services for 2024 St. Project
E 201-43100-534		Sunset Drive Utilites - Sew	\$415.00	41351	Eng. Services for Sunset Drive Utility Design

CITY OF SPRING PARK

***Check Detail Register©**

Batch: 030325PAY

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-41910-310		Contracted Services	\$693.50	41351	Eng. Services for Sunset Drive Utility Design
E 201-43100-531		2024 Street Project	\$711.23	41936	Eng. Construction services for 2024 St. Project
		Total	\$56,538.14		
34183	02/27/25	PRECISION UTILITIES			
E 601-49400-220		Repair/Maint Supply	\$13,989.99	1758	Water Service Repair at 3946 Shoreline Dr
		Total	\$13,989.99		
34184	02/27/25	ROBBS ELECTRIC INC			
E 601-49400-400		Repairs/Maint General	\$280.00	48024	Well Pump Motor Controller Maintenance
		Total	\$280.00		
34185	02/27/25	US BANK			
E 101-41500-200		Office Supplies	\$265.97		Jan. 25' Credit Card Purchases - Office Supplies
E 601-49400-200		Office Supplies	\$9.99		Jan. 25' Credit Card Purchases - Office Supply for WTP
E 101-41500-207		Computer Support/Supplie	\$12.24		Jan. 25' Credit Card Purchases - Computer Software
E 601-49400-207		Computer Support/Supplie	\$12.22		Jan. 25' Credit Card Purchases - Computer Software
E 602-49450-207		Computer Support/Supplie	\$12.22		Jan. 25' Credit Card Purchases - Computer Software
E 101-41500-433		Membership/Dues/Edu	\$937.32		Jan. 25' Credit Card Purchases - 2025 Annual Conference for Mike Anderson
E 101-41500-437		Other Miscellaneous	\$209.12		Jan. 25' Credit Card Purchases
		Total	\$1,459.08		
		10100 Wells Fargo Bank NA	\$77,094.44		

Fund Summary

10100 Wells Fargo Bank NA	
101 GENERAL FUND	\$18,332.25
201 PUBLIC IMPROV REVOLVING FUND	\$44,269.93
601 WATER FUND	\$14,396.12
602 SEWER FUND	\$96.14
	\$77,094.44



STAFF MEMO
2025 GARBAGE/REFUSE HAULER
ANNUAL LICENSE RENEWALS

1. **BACKGROUND:** Spring Park Garbage/Refuse Hauler licenses expire March 31, 2025. Four of the currently licensed garbage haulers in the city were sent renewal information in February. All have returned their application for renewal. Annual garbage/refuse hauler license renewals can be approved as part of the Consent Agenda.
2. **DISCUSSION:** Prior to the March 5th deadline, City staff received the required application materials for the renewal of licenses from Aspen Waste, Republic Services, Curbside Waste, and Waste Management.

All applicants have returned the following required materials for issuance of a license:

- Complete & signed renewal license applications.
- Copy of Certificate of Liability Insurance
- Performance Bond
- List of motor vehicle information for all trucks operating in Spring Park
- All required license fees.

In addition, all garbage haulers were made aware of the City's noise ordinance and road restrictions and that there will be no exemptions granted to garbage haulers for either of these items.

3. **FINANCIAL CONSIDERATIONS:** All required licensing fees have been received.
4. **RECOMMENDATION:** Approve the renewals of licenses for the 2025 Garbage Hauler's - Aspen Waste, Republic Services, Curbside Waste, and Waste Management.



STAFF MEMO
GARBAGE/REFUSE HAULER
LICENSE REQUEST
NEW PROVIDER IN WESTTONKA AREA
SURBURBAN WASTE

1. BACKGROUND: Suburban Waste of Savage, MN sent in an application for a Garbage/Refuse Hauler license along with a note stating they will begin hauling in our area soon.
2. DISCUSSION: Currently the City has 4 licensed garbage haulers, Aspen, Republic, Waste Management, and Curbside. This would provide another option for the residents to choose from.

Suburban Waste has returned the following required materials for issuance of a license:

- Complete & signed renewal license applications
- Copy of Certificate of Liability Insurance
- Performance Bond
- List of motor vehicle information for all trucks operating in Spring Park
- All required license fees

City staff will ensure that the new garbage hauler is made aware of the City's noise ordinance and road restrictions and that there will be no exceptions granted for either of these items.

3. FINANCIAL CONSIDERATIONS: All required licensing fees have been received.
4. RECOMMENDATION: Approve the application for a new garbage hauler to provide residents with an additional option to choose from.



STAFF MEMO
SPECIAL EVENT - LORD FLETCHERS
LIVE SUMMER MUSIC SERIES
MULTIPLE SUMMER DATES, 2025

1. **BACKGROUND:** Lord Fletcher's is requesting a special event permit for their live summer music series for multiple dates throughout the summer of 2025. The music will be held on the outdoor deck between the hours of 3:00 p.m. and 9:00 p.m.
2. **DISCUSSION:** The request for live outdoor music (including music played by a DJ) requires a special event permit. The live music will take place during the permitted hours of 9:00 a.m. to 9:00 p.m. and will comply with Section 18-122 of the Spring Park City Code. In the event of legitimate noise complaints made to the Orono Police Department, Lord Fletcher's shall be required to comply with all recommendations made by the Orono Police Department to bring the noise levels into compliance.

Any alcoholic beverages being taken outside of the principal building or deck shall be limited to a defined area. At no point shall any alcoholic beverages be allowed outside of the outdoor deck area or the principal building.

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 put into place.

3. **FINANCIAL CONSIDERATIONS:** All required permit fees have been received.
4. **RECOMMENDED ACTION:** Approve Special Event Application No.#25-05; Lord Fletcher's Live Summer Music Series.



**STAFF MEMO
ANNUAL DOCK PERMITS
USE OF PORTABLE TOILETS (PORTA
POTTIES)**

1. **BACKGROUND:** The Spring Park City Code allows owners in the R-3 districts to rent dock space to non-residents of the property if the owner first obtains a permit from the City and meets certain conditions. The annual fee for the permit is \$200. All five of the currently permitted docks in the city were sent renewal information. In addition to the dock renewal application, all applicants are sent the City's code language as it relates to dock usage in Spring Park.
2. **DISCUSSION:** Current code requires each applicant to have a public restroom and public trash facilities available for use for non-residents. All applicants, except for two, allow access to either a party room or workout facility to access a public restroom. These two applicants have been using Porta Potties as their "public restroom". A public restroom, by definition, is not portable, it is a permanent structure open to the public for use. In the past, these have been allowed. We are not sure how far back it goes where these two applicants were provided with approval to use the portable toilets. The City Planner states the code is not clear as it just says a "public restroom".

One applicant confirmed they do have a party room where they could provide access to a bathroom but don't want to give this access to non-residents. The other applicant has not responded to the inquiry.

3. **CONSIDERATION:** Determine if Council would like to allow these portable toilets and if so, for aesthetic purposes, should we require permanent screening of some sort and require the portable toilets to be located at least 100 or 150 feet from the lake.