



CITY OF SPRING PARK  
CITY COUNCIL AGENDA  
NOVEMBER 21, 2022 – 7:00 PM  
SPRING PARK CITY HALL

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ADOPT MEETING AGENDA
4. ADOPT CONSENT AGENDA\*
  - a. Approve Regular City Council Minutes from November 7, 2022
  - b. Approve Special Meeting Minutes from November 16, 2022
  - c. Approve Release of Development Agreement: The Mist Lofts Project
  - d. Approval of November 21, 2022 Claims
- PUBLIC FORUM\*\*
5. PRESENTATIONS & GUEST SPEAKERS
6. PUBLIC HEARINGS
7. PETITIONS, REQUESTS, & APPLICATIONS
8. ORDINANCES & RESOLUTIONS:
  - a. Ordinance #22-06: Amending Chapter 18, Section 18-181 Definitions (Hoop Housing)
  - b. Ordinance #22-07: Amending Chapter 13, Section 13-34: Duration for Mobile Food Units
9. REPORTS OF OFFICERS AND COMMITTEES
  - a. Mayor & Council:
  - b. City Staff:
  - c. Contracted Staff:
10. NEW BUSINESS & COMMUNICATIONS
  - a. Accepting Proposal for Attorney Services
  - b. Accepting Proposal for Planning Services
11. UPCOMING MEETINGS & TRAINING
  - a. December 5, 2022 - Regular City Council Meeting - 7:00PM
  - b. December 8, 2022 – Holiday Lighting at City Hall
  - c. December 14, 2022 - Planning Commission Meeting - Public Hearing – The Yacht Club - 6:00PM
  - d. December 19, 2022 - City Council Work Session - 6:00PM
  - e. December 19, 2022 - Regular City Council Meeting - 7:00PM
12. MISCELLANEOUS (INFORMATION ONLY)
13. ADJOURNMENT

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\*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  
NOVEMBER 7, 2022 – 7:00 PM  
SPRING PARK CITY HALL

1. CALL TO ORDER

The meeting was called to order at 7:00p.m.

Mayor Jerome P. Rockvam and Council Member's Chase, Hughes, and Hoffman were present.

Council Member Horton was absent.

Staff Present: City Administrator Anderson

2. PLEDGE OF ALLEGIANCE

Mayor Rockvam led the audience in the Pledge of Allegiance.

3. ADOPT MEETING AGENDA

*Council Member Hughes made a motion, seconded by Council Member Chase, to adopt the meeting agenda as presented.*

*On vote being taken, the motion was unanimously approved.*

4. ADOPT CONSENT AGENDA\*

*Council Member Chase motioned, being seconded by Council Member Hughes to:*

- a. Approve Regular City Council minutes from October 17, 2022
- b. Approve Work Session minutes from October 17, 2022
- c. Approve November 7, 2022 - Claims for Payment

*On vote being taken, the motion was unanimously approved.*

5. PUBLIC FORUM\*\* - none

6. PRESENTATIONS & GUEST SPEAKERS - none

7. PUBLIC HEARINGS - none

8. PETITIONS, REQUESTS, & APPLICATIONS - none

9. ORDINANCES & RESOLUTIONS:

a. Enterprise Rate Increase Memo

b. Resolution 22-24: Adopting 3-year Utility Rate Schedule

*Council Member Hoffman motioned, being seconded by Council Member Chase, to approve Resolution #22-24: Adopting 3-year Utility Rate Schedule. On vote being taken, the motion was unanimously approved.*

c. Ordinance 23-01: Amending Master Fee Schedule Effective January 1, 2023

*Council Member Hoffman motioned, being seconded by Council Member Chase, to approve Ordinance #23-01: Amending Master Fee Schedule effective January 1, 2023. On vote being taken, the motion was unanimously approved.*

10. REPORTS OF OFFICERS AND COMMITTEES

- a. Mayor & Council: Council Member Hughes stated the Fire Commission meetings have been cancelled and he is waiting for these to be rescheduled.

- b. City Staff: City Administrator Anderson clarified the leave pickup date of 11/12/2022. He stated if the Council wanted to discuss the final budget numbers before approval, it can be part of the next work session. He also confirmed the date of the holiday lighting ceremony will be December 8, 2022.
- c. Contract Staff: City Administrator Anderson confirmed both street projects are underway, utilities have been buried, and lights will be put up soon after that. Mayor Rockvam asked about any updates on Sunset Drive. City Administrator Anderson stated we should think about obtaining the easements for this road in 2023 and possibly burying lines prior to the road reconstruction project by Hennepin County that is scheduled for 2024. Further discussion will be had on this project at the next work session.

11. NEW BUSINESS & COMMUNICATIONS

12. UPCOMING MEETINGS & TRAINING

- a. November 09, 2022 - Planning Commission Meeting & Public Hearing - 6:00PM
- b. November 21, 2022 - City Council Work Session - 6:00PM
- c. November 21, 2022 - Regular City Council Meeting - 7:00PM
- d. December 05, 2022 - Regular City Council Meeting - 7:00PM

13. MISCELLANEOUS (INFORMATION ONLY)

14. ADJOURNMENT

*There being no further discussion, Council Member Hoffman motioned, being seconded by Council Member Chase, to adjourn the meeting at 7:11p.m. On vote being taken, the motion was unanimously approved.*

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Jamie Hoffman, City Clerk

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Mike Anderson, City Administrator



CITY OF SPRING PARK  
CITY COUNCIL SPECIAL MINUTES  
NOVEMBER 15, 2022 – 10:00 AM  
SPRING PARK CITY HALL

1. CALL TO ORDER – The meeting was called to order by Mayor Pro-Tem Gary Hughes at 10:00 a.m.

Council Members Present : Jeff Hoffman; Gary Hughes, Mark Chase  
Absent: Jerome Rockvam, Pam Horton

Staff Present: Mike Anderson, City Administrator

2. ORDINANCES & RESOLUTIONS

- a. Resolution 22-25: Canvassing November 8, 2022 General Election Results

M/Hoffman, G/Hughes to approve Resolution 22-25 canvassing the November 8, 2022 General Election results.

Motion carried 3-0.

3. ADJOURNMENT

The meeting was adjourned by unanimous consent at 10:05 a.m.

Date Approved: November 21, 2022

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Jamie Hoffman, City Clerk

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**RELEASE OF  
DEVELOPMENT AGREEMENT**

WHEREAS, the City of Spring Park, a Minnesota municipal corporation (the “City”), and The Mist Lofts, LLC (referred to as “Developer”), entered into a Development Agreement (the “Agreement”) dated March 31, 2005; and

WHEREAS, the Agreement required the Developer to take certain actions related to the Development of the property which is legally described as set forth in the Agreement (the “Property”); and

WHEREAS, the Developer has complied with and completed all of the affirmative obligations under the Agreement to the satisfaction of the City; and

WHEREAS, a request has been received that the City release the Property from the Agreement.

NOW, THEREFORE, in consideration of the foregoing recitals and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the City hereby releases the Property from any and all terms of the Agreement filed with the Office of the Registrar of Titles in Hennepin County, on June 15, 2005, as Document No. 4124838.

IN WITNESS WHEREOF, the City caused this release to be duly executed this 21st day of November, 2022.

CITY OF SPRING PARK

\_\_\_\_\_  
Jerome P. “Jerry” Rockvam, Mayor

\_\_\_\_\_  
Jamie Hoffman, City Clerk



Check #	Employee/Council Name	Check Amount	Check Date
5963	Anderson, Mike D.	\$2,912.07	11/15/2022
5964	Hoffman, Jamie K.	\$2,268.86	11/15/2022
5965	Xiong, Patria	\$1,908.86	11/15/2022
	<b>Sub Total</b>	<b>\$7,089.79</b>	
	Chase, Mark		
	Hoffman, Jeff		
	Horton, Pam		
	Hughes, Gary		
	Rockvam, Jerry		
	<b>Sub Total</b>	<b>\$0.00</b>	
<b>Electronic Misc. Disbursements</b>			
EFT# 30896	PERA Employer Payroll Payment for 11/15/2022	\$1,297.54	11/18/2022
EFT# 30897	FICA Employee/Employer Payroll Withholding Taxes for 11/15/2022	\$1,843.98	11/18/2022
EFT# 30898	Oct. 22' Wells Fargo Monthly Bank Charge	\$56.87	11/14/2022
EFT# 30899	Oct. 22' PSN monthly fee for (Payment Services Network)	\$141.45	11/4/2022
EFT# 30900	Oct. 22' Sales & Use Taxes collected - 2nd Qtr. Bus. Utility Payments	\$736.00	11/18/2022
	<b>Sub Total</b>	<b>\$4,075.84</b>	
	<b>Claims: Ck# 33065-33088</b>	<b>\$92,642.62</b>	<b>11/17/2022</b>
	<b>TOTALS</b>	<b>\$103,808.25</b>	

CITY OF SPRING PARK

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**\*Check Summary Register©**

Batch: 111422PAY,20221117UTBCREDITS

Name	Check Date	Check Amt	
<b>10100 Wells Fargo Bank NA</b>			
33065 BANYON DATA SYSTEMS, INC.	11/17/2022	\$2,844.00	2022 Annual Support Fee for UB/ Fund Accoun
33066 BITTNER, JOANNE	11/17/2022	\$14.78	Utility Billing Credit Refund
33067 CENTERPOINT ENERGY	11/17/2022	\$466.39	Gas Usage for Lift#1-6 09/21/22-10/20/22
33068 CORPORATE WAREHOUSE SUP	11/17/2022	\$979.75	Purchase of Black Konica Toner
33069 CROSBY, JAMES & MARY	11/17/2022	\$211.45	Utility Billing Credit Refund
33070 ECM PUBLISHERS, INC.	11/17/2022	\$316.38	Publish General Election Notice and Sample B
33071 GOOD TO BE HOME CLEANING	11/17/2022	\$250.00	Oct. 22' City Hall Cleaning Services
33072 GOPHER STATE ONE-CALL	11/17/2022	\$108.00	August - October 2022 Locates
33073 MARK HODGES	11/17/2022	\$360.00	Recording services for Spring Park Work Sessi
33074 JOHNSON, MAYNARD	11/17/2022	\$512.55	Utility Billing Credit Refund
33075 LOFFLER COMPANIES, INC.	11/17/2022	\$310.45	Copier Usage Agreement 9/22/22-10/21/22
33076 MALINSKI, ROSS	11/17/2022	\$58.40	Utility Billing Credit Refund
33077 MEDIACOM, LLC	11/17/2022	\$355.90	Internet Services 11/11/22-12/10/22
33078 METRO COUNCIL ENVIRON SER	11/17/2022	\$19,614.95	Dec. 22' Wastewater Treatment Monthly Fee
33079 MNSPECT, LLC	11/17/2022	\$4,086.36	Oct. 22' Residential & Commercial Inspections/
33080 NAVARRE TRUE VALUE HARDW	11/17/2022	\$17.43	7 single cut access keys to lift stations and WT
33081 NORLINGS LAKE MTKA LANDSC	11/17/2022	\$575.00	Black Lake Rd Attorney fees regarding easeme
33082 QUALITY FLOW SYSTEMS, INC.	11/17/2022	\$42,998.00	Repairs and supplies for Lift Stations 1-5
33083 REPUBLIC SERVICES, INC	11/17/2022	\$1,494.60	Oct. 22' Residential Recycling Services 10/01-1
33084 RITEWAY BUSINESS FORMS&P	11/17/2022	\$986.95	Printing/Assemble Charges for Fall 2022 Newsl
33085 SAMBATEK, INC.	11/17/2022	\$10,777.50	Engi.Fees - General Services/Meetings 9/18/22
33086 SPECIALIZED ENVIROMENTAL T	11/17/2022	\$189.50	Oct. 22' Spring Park Resident Yard Waste Disp
33087 VELOCITY TELEPHONE	11/17/2022	\$284.14	Nov 22' Phone & Long Distance Service 11/21/
33088 XCEL ENERGY	11/17/2022	\$4,830.14	Electric Usage for Lift #6 09/24/22-10/23/22
	<b>Total Checks</b>	<b>\$92,642.62</b>	



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**\*Check Detail Register©**

Batch: 111422PAY,20221117UTBCREDITS

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
<b>10100 Wells Fargo Bank NA</b>					
<b>33065</b>	11/17/22	<b>BANYON DATA SYSTEMS, INC.</b>			
E 101-41500-207		Computer Support/Supplie	\$948.00	00163407	2022 Annual Support Fee for UB/ Fund Accounting/Vault Storage/Payroll/PSN Module Support
E 601-49400-207		Computer Support/Supplie	\$948.00	00163407	2022 Annual Support Fee for UB/ Fund Accounting/Vault Storage/Payroll/PSN Module Support
E 602-49450-207		Computer Support/Supplie	\$948.00	00163407	2022 Annual Support Fee for UB/ Fund Accounting/Vault Storage/Payroll/PSN Module Support
		Total	\$2,844.00		
<b>33066</b>	11/17/22	<b>BITTNER, JOANNE</b>			
R 601-37100		Water Sales	\$14.78		Utility Billing Credit Refund
		Total	\$14.78		
<b>33067</b>	11/17/22	<b>CENTERPOINT ENERGY</b>			
E 602-49450-381		Utilities/Electric/Gas	\$94.41	111622A	Gas Usage for Lift#1-6 09/21/22-10/20/22
E 601-49400-381		Utilities/Electric/Gas	\$312.73	111622B	Gas Usage for WTP 09/21/22-10/20/22
E 101-41900-381		Utilities/Electric/Gas	\$59.25	111622C	Gas Usage for City Hall 09/21/22-10/20/22
		Total	\$466.39		
<b>33068</b>	11/17/22	<b>CORPORATE WAREHOUSE SUPPLY</b>			
E 602-49450-413		Office Equipment/Rental	\$326.58	65797	Purchase of Black Konica Toner
E 601-49400-413		Office Equipment/Rental	\$326.58	65797	Purchase of Black Konica Toner
E 101-41500-413		Office Equipment/Rental	\$326.59	65797	Purchase of Black Konica Toner
		Total	\$979.75		
<b>33069</b>	11/17/22	<b>CROSBY, JAMES &amp; MARY</b>			
R 601-37100		Water Sales	\$211.45		Utility Billing Credit Refund
		Total	\$211.45		
<b>33070</b>	11/17/22	<b>ECM PUBLISHERS, INC.</b>			
E 101-41410-351		Legal Notices Publishing	\$279.25	916849/9179	Publish General Election Notice and Sample Ballot
E 101-41600-353		Ordinance Publication	\$37.13	917980	Publish Ordinance No. 22-06 & 22-07
		Total	\$316.38		
<b>33071</b>	11/17/22	<b>GOOD TO BE HOME CLEANING SERVI</b>			
E 101-41900-310		Contracted Services	\$250.00	1139	Oct. 22' City Hall Cleaning Services
		Total	\$250.00		
<b>33072</b>	11/17/22	<b>GOPHER STATE ONE-CALL</b>			
E 601-49400-310		Contracted Services	\$54.00	2080752/209	August - October 2022 Locates
E 602-49450-310		Contracted Services	\$54.00	2080752/209	August - October 2022 Locates
		Total	\$108.00		
<b>33073</b>	11/17/22	<b>MARK HODGES</b>			
E 101-41100-109		Recording Service	\$360.00	09212022	Recording services for Spring Park Work Sessions and Planning Commission
		Total	\$360.00		
<b>33074</b>	11/17/22	<b>JOHNSON, MAYNARD</b>			

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**\*Check Detail Register©**

Batch: 111422PAY,20221117UTBCREDITS

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
R 601-37100		Water Sales	\$512.55		Utility Billing Credit Refund
		Total	\$512.55		
<b>33075</b>	11/17/22	<b>LOFFLER COMPANIES, INC.</b>			
E 101-41500-413		Office Equipment/Rental	\$103.48	4175442	Copier Usage Agreement 9/22/22-10/21/22
E 601-49400-413		Office Equipment/Rental	\$103.48	4175442	Copier Usage Agreement 9/22/22-10/21/22
E 602-49450-413		Office Equipment/Rental	\$103.49	4175442	Copier Usage Agreement 9/22/22-10/21/22
		Total	\$310.45		
<b>33076</b>	11/17/22	<b>MALINSKI, ROSS</b>			
R 601-37100		Water Sales	\$58.40		Utility Billing Credit Refund
		Total	\$58.40		
<b>33077</b>	11/17/22	<b>MEDIACOM, LLC</b>			
E 101-42000-324		Internet Service	\$118.63	111622	Internet Services 11/11/22-12/10/22
E 601-49400-324		Internet Service	\$118.63	111622	Internet Services 11/11/22-12/10/22
E 602-49450-324		Internet Service	\$118.64	111622	Internet Services 11/11/22-12/10/22
		Total	\$355.90		
<b>33078</b>	11/17/22	<b>METRO COUNCIL ENVIRON SERVICES</b>			
E 602-49450-437		Other Miscellaneous	\$19,614.95	0001147832	Dec. 22' Wastewater Treatment Monthly Fee
		Total	\$19,614.95		
<b>33079</b>	11/17/22	<b>MNSPECT, LLC</b>			
E 101-42400-310		Contracted Services	\$1,911.88	9171A	Oct. 22' Residential & Commercial Inspections/Permit Fees/General Fees/Staff Meeting
E 101-42400-305		Plan Check Fees	\$2,174.48	9171B	Oct. 22' Plan Check Fees
		Total	\$4,086.36		
<b>33080</b>	11/17/22	<b>NAVARRE TRUE VALUE HARDWARE</b>			
E 601-49400-215		Shop Supplies	\$2.49	339655	7 single cut access keys to lift stations and WTP
E 602-49450-215		Shop Supplies	\$14.94	339655	7 single cut access keys to lift stations and WTP
		Total	\$17.43		
<b>33081</b>	11/17/22	<b>NORLINGS LAKE MTKA LANDSCAPE</b>			
E 101-41600-304		Legal Fees	\$575.00	40691	Black Lake Rd Attorney fees regarding easement to 4316 Shoreline Drive
		Total	\$575.00		
<b>33082</b>	11/17/22	<b>QUALITY FLOW SYSTEMS, INC.</b>			
E 602-49450-405		Depreciation	\$21,959.00	43861	Repairs and supplies for Lift Station 6
E 602-49450-405		Depreciation	\$21,039.00	43882	Repairs and supplies for Lift Stations 1-5
		Total	\$42,998.00		
<b>33083</b>	11/17/22	<b>REPUBLIC SERVICES, INC</b>			
E 101-42900-310		Contracted Services	\$1,494.60	0894-005961	Oct. 22' Residential Recycling Services 10/01-10/31/22
		Total	\$1,494.60		
<b>33084</b>	11/17/22	<b>RITWAY BUSINESS FORMS&amp;PRINTIN</b>			
E 101-41500-350		Print/Binding	\$328.98	22-33149	Printing/Assemble Charges for Fall 2022 Newsletters (1,193)

CITY OF SPRING PARK

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**\*Check Detail Register©**

Batch: 111422PAY,20221117UTBCREDITS

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 601-49400-350		Print/Binding	\$328.98	22-33149	Printing/Assemble Charges for Fall 2022 Newsletters (1,193)
E 602-49450-350		Print/Binding	\$328.99	22-33149	Printing/Assemble Charges for Fall 2022 Newsletters (1,193)
		Total	\$986.95		
<b>33085</b>	11/17/22	<b>SAMBATEK, INC.</b>			
E 201-43100-528		Road Pavement Project 2	\$2,664.00	23076	Engi. Fees - West Arm Road Pavement Project 9/18/22-10/15/22
E 101-41910-303		Engineering Fees	\$1,970.50	23077	Engi.Fees - General Services/Meetings 9/18/22-10/15/22
E 201-43100-529		Black Lake Rd Feasibility	\$6,143.00	23084	Engi.Fees - Black Lake Road 9/18/22-10/15/22
		Total	\$10,777.50		
<b>33086</b>	11/17/22	<b>SPECIALIZED ENVIROMENTAL TECHN</b>			
E 101-42800-310		Contracted Services	\$189.50	111622	Oct. 22' Spring Park Resident Yard Waste Disposal at Mulch Store
		Total	\$189.50		
<b>33087</b>	11/17/22	<b>VELOCITY TELEPHONE</b>			
E 602-49450-321		Telephone and Mtce Agre	\$94.72	13872145-n	Nov 22' Phone & Long Distance Service 11/21/22-12/21/22
E 601-49400-321		Telephone and Mtce Agre	\$94.71	13872145-n	Nov 22' Phone & Long Distance Service 11/21/22-12/21/22
E 101-41500-321		Telephone and Mtce Agre	\$94.71	13872145-n	Nov 22' Phone & Long Distance Service 11/21/22-12/21/22
		Total	\$284.14		
<b>33088</b>	11/17/22	<b>XCEL ENERGY</b>			
E 101-43100-381		Utilities/Electric/Gas	\$14.96	0997888452	Electric Usage for Unit X-Mas Lights 09/25/22-10/24/22
E 101-43100-381		Utilities/Electric/Gas	\$100.66	0998040028	Electric Usage for Traffic Signal at 4468 Shoreline Drive 09/25/22-10/24/22
E 101-43100-381		Utilities/Electric/Gas	\$59.54	1000090680	Electric Usage for West Street Lights 09/25/22-10/24/22
E 602-49450-381		Utilities/Electric/Gas	\$111.17	1000091367	Electric Usage for Lift #3 09/25/22-10/24/22
E 101-41900-381		Utilities/Electric/Gas	\$243.54	1000091638	Electric Usage for City Hall 09/25/22-10/24/22
E 602-49450-381		Utilities/Electric/Gas	\$69.97	1000092044	Electric Usage Lift #5 09/25/22-10/24/22
E 602-49450-381		Utilities/Electric/Gas	\$475.89	1000092112	Electric Usage for Lift #6 09/24/22-10/23/22
E 602-49450-381		Utilities/Electric/Gas	\$21.10	1000092161	Electric Usage Lift #4 09/25/22-10/24/22
E 602-49450-381		Utilities/Electric/Gas	\$181.24	1000093476	Electric Usage Lift #2 09/25/22-10/23/22
E 601-49400-381		Utilities/Electric/Gas	\$2,317.22	1000093897	Electric Usage WTP 09/25/22-10/24/22
E 101-43100-381		Utilities/Electric/Gas	\$627.60	1000094286	Electric Usage for Co-Owned Street Lights 09/25/22-10/23/22
E 101-43100-381		Utilities/Electric/Gas	\$200.13	1000094302	Electric Usage for Signal & East Street Lights 09/25/22-10/24/22
E 602-49450-381		Utilities/Electric/Gas	\$94.56	1000094606	Electric Usage Lift#1 09/24/22-10/23/22
E 101-43100-381		Utilities/Electric/Gas	\$245.04	1000095610	Electric Usage for Central & North Street Lights 09/25/22-10/24/22
E 101-43100-381		Utilities/Electric/Gas	\$67.52	1000096727	Electric Usage for Traffic Signal at 4300 Shoreline 09/25/22-10/24/22
		Total	\$4,830.14		
		<b>10100 Wells Fargo Bank NA</b>	\$92,642.62		





## November 9 Planning Commission Memo

To: Spring Park – Planning Commission Members

From: Mike Anderson, Administrator

Subject: Agenda Item Summary

**Hoop House Language:** Our current language has the lack of enforcement to it. We need to add language in order to be able to back our enforcement. The Language in front of you does that. We are looking for discussion and recommendation to Council for approval.

**Mobile Food Unit:** Back Channel has requested to have a mobile or permanent food unit in their parking lot year-round. The Planning Commission has recommended changing language to the ordinance to allow for this year-round. In front of you tonight is an amendment that would allow it to move forward. We are looking for discussion and recommendation for Council approval.

*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

CITY OF SPRING PARK  
COUNTY OF HENNEPIN  
STATE OF MINNESOTA

ORDINANCE NO. 22-06

AN ORDINANCE AMENDING CHAPTER 18 ENVIRONMENT, ARTICLE IV  
NUISANCES, SECTION 18-181 (DEFINITIONS) PERTAINING TO THE  
DEFINITION OF HOOP HOUSE SPRING PARK CITY CODE

THE CITY COUNCIL OF THE CITY OF SPRING PARK, MINNESOTA  
ORDAINS AS FOLLOWS:

**Section 1.** Section 18-181 (Definitions) of Article IV (Nuisances) of Chapter 18 (Environment) is hereby amended to delete the strikeouts and add the underlined language to read as follows:

~~Hoop housing: A tunnel made of polyethylene, usually semi-circular, square, or elongated in shape.~~

Hoop Housing: A structure most commonly made of a variety of materials which include but not limited to metal, plastic, pipe (such as steel or PVC), wire or wood and covered with a variety of materials such as fabric, canvas, plastic, plexiglass or polyethylene exterior material.

**Section 5. Effective Date.** This ordinance shall be in full force and effective immediately upon its passage and publication.

**ADOPTED** by the City Council of Spring Park this \_\_\_\_ day of \_\_\_\_\_, 2022.

CITY OF SPRING PARK

By: \_\_\_\_\_  
Jerry Rockvam, Mayor

ATTEST:

By: \_\_\_\_\_  
Jamie Hoffman, City Clerk

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

**ORDINANCE NO. 22-07**

**AN ORDINANCE AMENDING THE SPRING PARK CITY CODE  
CHAPTER 13, SECTION 13-34: PEDDLERS, SOLICITORS AND TRANSIENT  
MERCHANTS, RELATING TO MOBILE FOOD UNITS**

**THE CITY COUNCIL OF THE CITY OF SPRING PARK, MINNESOTA ORDAINS AS  
FOLLOWS:**

**Section 1.** The City Council of the City of Spring Park hereby amends Chapter 13, Article 2, Section 13-34 by adding the following double underlined language:

**Sec. 13-34. - Duration.**

All licenses issued under this chapter shall be valid only during the time period indicated on the license up to a maximum of 14 days per calendar year. The city council at its sole discretion may grant an extension for up to 45 additional days per calendar year upon application for an extension.

Licenses for mobile food units are issued per calendar year and do not have a maximum annual number of operating days. However, in no case shall an individual mobile food unit operate for more than 21 consecutive days. The City Council may grant an exception to the consecutive-day limitation for mobile food units that operate at a single restaurant, tavern, taproom, or other food service site.

**Section 2.** This ordinance shall take effect following its adoption and publication.

**ADOPTED** by the City of Spring Park this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

CITY OF SPRING PARK

By: \_\_\_\_\_  
Jerome Rockvam, Mayor

ATTEST:

By: \_\_\_\_\_  
Jamie Hoffman, City Clerk



## Proposals for Attorney and Planning Services

To: Spring Park – Mayor and Council

From: Mike Anderson, Administrator

Subject: RFP Results

The City of Spring Park sent out Request for Proposals (RFP) in October. Submission deadline was Monday, November 14<sup>th</sup>. Staff received two for Civil Attorney, two for Prosecuting Attorney (+ a combo for both), and four for Planning Services.

### **Civil Attorney:**

Carson, Clelland, & Schreder (combo proposal) – They represent 8 other Municipalities including Maple Plain and Independence. They gave us three payment options: **Hourly or Retainer or combo.** (3 year rates)

Civil Attorney Rate: \$145/hour

Civil Paralegal Rate: \$72.50/hour

Criminal Attorney Rate: \$100/hour

Criminal Paralegal Rate: \$40/hour.

Monthly Civil City Attorney Services Retainer: \$1,500/month

Monthly Criminal City Attorney Services Retainer: \$1,000/month

Hourly Civil, Monthly Prosecuting

Kennedy & Graven – Currently the City of Spring Parks Civil Attorney. Their proposed rates are a monthly retainer of \$2,000 and other items at an additional \$185/hr in year one with \$250/yr increase in retainer and \$5/hourly over the three year term of an agreement.

### **Prosecuting Attorney:**

Ken Potts who currently works for Mound has submitted a proposal for \$12,000/yr retainer and potential \$95/hour for certain cases.

Berglund, Baumgartner, Kimball & Glaser – Monthly retainer of \$1,000, \$145/hr for Attorney services, \$72.50/hr for Paralegal work. Annual 3.5% increase during a 3 year agreement

*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



**Planning Services:**

WSB: They currently supply services for 14+ Cities including Tonka Bay and Long Lake.  
Proposed Hourly Rates – Project Manager \$167/hr, Senior Planner \$131/hr, Planner \$100/hr.

Swanson Haskamp Consulting: They currently supply services for six Cities. Their proposed rates include Principal Planner \$145/hr, Senior Planner \$125/hr, and Project Planner \$110/hr.

Northwest Associated Consultants: Currently the provider of Spring Parks Planning services: New proposal is \$191/hr for Senior Planner, \$173 for Associate Planner, and \$60/70 for Support Planners.

Landform Professional Services – Currently they provide services to five Cities. Their proposed rates include Principal Planner \$200/hr, Senior Planner \$160/hr, Planner I-III \$100-\$125/hr.

City Staff are looking for Council Action on selecting a firm for services beginning in January 2023. If the Council decides to discontinue with our current providers of these services, 30 days notice is required.

Staff recommends Council make a motion to approve on of these providers at the Regular Council meeting pending the provider meet with Staff and Staff are comfortable moving forward with such provider.