



CITY OF SPRING PARK  
CITY COUNCIL AGENDA  
MARCH 7, 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 Meeting Minutes from February 22, 2022
  - b. Approve Work Session Minutes from February 22, 2022
  - c. Resolution 22-07: Reestablishing Precincts and Polling Places
  - d. Resolution 22-08: Approve the 2022-2025 Residential Waste Reduction & Recycling Grant Agreement with Hennepin County
5. PUBLIC FORUM\*\*
6. PRESENTATIONS & GUEST SPEAKERS
7. PUBLIC HEARINGS
8. PETITIONS, REQUESTS, & APPLICATIONS
9. ORDINANCES & RESOLUTIONS
10. REPORTS OF OFFICERS AND COMMITTEES
  - a. Mayor & Council:  
Discussion on International Property Maintenance Code
  - b. City Staff: Update on Yacht Club, Update on Seanote Yacht
  - c. Contract Staff: Black Lake Rd; West Arm Drive
11. NEW BUSINESS & COMMUNICATIONS
  - a. Approval of Ports of Call (LMCD)
12. CLAIMS FOR PAYMENT
  - a. March 7, 2022 Claims
13. UPCOMING MEETINGS & TRAINING
  - a. March 9 – Planning Commission Meeting – 6:00PM
  - b. March 21 – Regular City Council Meeting – 7:00PM
  - c. March 21 – City Council Work Session – 6:00PM
  - d. April 4 - Regular City Council Meeting – 7:00PM
14. MISCELLANEOUS (INFORMATION ONLY)
  - a. Gillespie Center – Award Presentation – March 10, 6:00PM
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  
FEBRUARY 22, 2022 – 7:00 PM  
SPRING PARK CITY HALL

1. CALL TO ORDER

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

Council Member's Jeff Hoffman, Mark Chase, and Gary Hughes (Acting Mayor) were present. Council Member Horton was absent. Mayor Jerome P. Rockvam was present via teleconference.

Staff Present: Interim City Administrator Brimeyer (via teleconference) and City Engineer Nielson

2. PLEDGE OF ALLEGIANCE

Acting Mayor Hughes led the audience in the Pledge of Allegiance.

3. ADOPT MEETING AGENDA

*Council Member Chase motioned, being seconded by Council Member Hoffman to adopt the meeting agenda as amended removing 10b.(ii.) Sunset Drive Lake Access from the agenda. On vote being taken, the motion was unanimously approved.*

4. ADOPT CONSENT AGENDA

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

- a. Approve Regular City Council Meeting Minutes from January 18, 2022
- b. Approve Work Session Meeting Minutes from January 18, 2022
- c. Approve Special Meeting Minutes from January 28, 2022

*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 - none

**10. REPORTS OF OFFICERS AND COMMITTEES**

**a. Mayor & Council -**

**i. Mound Fire Report -**

Acting Mayor Hughes stated the fire commission will be having their formal meeting to review the 2021 results for # of hours and money spent once they have been approved.

**b. City Staff -**

**i. Mark Casey - DDA, Administrator Search Profile:**

Acting Mayor Hughes commented on the nice job that DDA did creating the City Administrator profile however, he did have some changes & comments. Mark stated he will update the profile based on the comments and feedback provided in the meeting. Once a final draft has been provided to Council, Mark mentioned they would need to approve prior to posting the position.

Council Member Chase brought forward the possibility of moving the discussion to the first Council meeting in March to finalize & approve the profile, job description, and salary when the remaining Council Members would be present. Council Member Hoffman agreed. It was then suggested that the meeting be continued on March 1<sup>st</sup> at 6:00PM instead of waiting until the Regular City Council Meeting on March 7<sup>th</sup>.

**ii. Sunset Drive - Lake Access: Approval for design and engineering -**  
Motion was made above to remove this item from the agenda.

**c. Contract Staff - none**

**11. NEW BUSINESS & COMMUNICATIONS - none**

**12. CLAIMS FOR PAYMENT**

**a. February 7, 2022, Claims**

**b. February 22, 2022 Claims**

*Council Member Hoffman motioned, being seconded by Council Member Chase to approve the claims for payment. On vote being taken, the motion was unanimously approved.*

**13. UPCOMING MEETINGS & TRAINING**

**a. February 23 - LMCD Board Meeting - 6:00PM**

**b. March 7 - Regular City Council Meeting - 7:00PM**

**c. March 9 - Planning Commission Meeting - 6:00PM**

**d. March 21 - Regular City Council Meeting - 7:00PM**

**e. March 21 - City Council Work Session - 6:00PM**

14. MISCELLANEOUS (INFORMATION ONLY)

a. The Yacht Club – Letter from Attorney:

Council Member Chase commented that the attorney's letter stated the property owner is not going to pursue the application request to change the zoning to allow for a Commercial Marina. She was provided with incorrect information from a potential buyer and will remain with the current approved use of a Yacht Club.

15. ADJOURNMENT

*At 7:21PM, Council Member Hoffman motioned, being seconded by Council Member Chase to continue the meeting on Tuesday March 1, 2022, at 6:00PM to allow for further discussion and approval of the City Administrator profile, job description, and salary requirements under 10b.(i).  
On vote being taken, the motion was unanimously approved.*

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Jamie Hoffman, City Clerk

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Jim Brimeyer, Interim City Administrator



CITY OF SPRING PARK  
WORK SESSION MINUTES  
FEBRUARY 22, 2022 – 6:00 PM  
SPRING PARK CITY HALL

(Work Session discussion times are approximate)

1. 6:00: 4444 Shoreline Drive Boat Storage:

Interim City Administrator Brimeyer provided an update on the status of the boat sitting at the Hennepin County - Spring Park boat launch. The case has been sent to a judge for the boat owner to select a mediator and report back on 2/18 with suggested resolutions. If no resolutions can be had, the judge will decide what the next steps will be by 2/25/22. Chief of Police Farniok will keep Brimeyer posted on the final decisions made by the Judge & Hennepin County.

2. 6:10: Sunset Drive - Lake Access:

Interim City Administrator Brimeyer brought forward a copy of the letter, encroachment agreement, & survey sent by City Attorney Tietjen to the property owner at 4000 Sunset Drive advising that the City is going to remain with the Wenck survey and start construction on the access in the Spring. Brimeyer stated he would like to move the design proposal request from the Regular City Council Agenda to the March 21 Regular City Council Meeting pending further information of design and engineering details. He stated he would like to start the project by May 15<sup>th</sup>. Mayor Rockvam requested that we establish a name for the access road & install a sign for proper reference moving forward.

3. 6:20: Electrical Undergrounding:

a. West Arm West:

City Engineer Nielson stated he had a utility relocation meeting on Feb. 8<sup>th</sup> with all utility, cable, & internet companies. They discussed the project, and all have agreed to go into a joint trench underground. Xcel will lead the effort and we are waiting to hear from Xcel on whether any additional easements will be needed. They on schedule to start the work in June.

b. Black Lake Road:

City Engineer Nielson stated Black Lake Road was discussed in the same meeting as West Arm West. Xcel would like to like to put most of their undergrounding on the West side of the road. Nielson sent out notice to residents regarding the meeting at the Gillespie Center and the request for the property owners to sign the Right of Entry forms. The meeting at Gillespie is at 6:30 and most of the folks will be in person with a few dialing in remotely. Nielson also checked with an electrician on the meter sockets, and they provided a \$1500 estimate for the change out. Council Member Hughes asked how this will affect those that already have their electrical underground & Nielson said there will be no extra charge for the meter socket or undergrounding. Xcel will just cut it over from the pole to the trench.

4. 6:40: 2254 Lilac Road – Mason Property:

Interim City Administrator Brimeyer provided an update on the removal of the derelict vehicles and junk on property. The homeowner paid for the towing and storage of the van that was hauled away per the court order. Brimeyer connected with the prior City Administrator on the agreement he made with the property owner and sent a note to the property owner recapping that agreement, thanking him for his progress and cooperation so far, however he is not done yet. Brimeyer also offered to meet with him when he is back and advise of the remaining actions that need to be taken.

5. 6:50: Adjourn

*There being no further discussion, Council Member Hoffman motioned, being seconded by Council Member Chase, to close the Work Session. On vote being taken, the motion was unanimously approved.*



To: City Council  
From: Interim Administrator

Subject: Agenda Items & Administrator Hours for 3/7-3/11

10.a There seemed to be some confusion at the last Council meeting about what the Planning Commission should review at the next meeting on this issue. This is on the agenda to give the Council more opportunity to discuss their concerns/preferences prior to the Planning Commission discussion on March 9<sup>th</sup> and the actually adopting this revision to city codes.

10.b The Yacht Club had requested a change from a Yacht Club to a Qualified Commercial Marina. This was granted by the LMCD board last fall. The Yacht Club had been classified as Club Facility, not a Qualified Yacht Club. They requested that the designation be withdrawn and be designated as a Qualified Yacht Club. Because they had the designation as Club Facility they could not revert to a designation that did not exist. The LMCD attorney has advised that they have the option to return to a Club Facility designation and will recommend to the board that change. Appears this may take a few months to resolve.

The Seanote owners had until Thursday, March 3<sup>rd</sup>, to submit to the court documents per the court's order of February 25<sup>th</sup>. The first was an affidavit from the towing company, Kelley, of their ability to safely move the boat. The second is a letter from Spring Park allowing the boat to be moved to a Spring Park location at 4444 Shoreline Drive. The city has been maintaining that this would not be allowed per a Conditional Use Permit (CUP) issued in 2000. It was pointed out to city staff and the city attorney that the CUP was never recorded and thus never appeared on any subsequent title searches. The location is in the C-1 zoning district which allows for boat repair and storage. After consultation with City Planner and City Attorney, the attached letter, dated March 3, 2022 was prepared and sent to the attorney representing the owner.

10.c The engineer will be present to update the Council on two pending projects – Black Lake Rd and West Arm Rd. Both projects are on differing timelines at the present time. The city is attempting to get easements on BLR. A public meeting was held on Feb 23. Since that time less than a third of the residents have consented to granting the city's request. A followup letter was sent this past week with a deadline of March 11<sup>th</sup> to respond. Lacking all of the signatures will mean an eminent domain process and possible a special assessment process. The city has sent letters to all residents requesting a waiver of assessment. We are also reaching out to county to determine why the city has to pay almost \$5,000.00 for a temporary easement and around \$45,000.00 for permanent easements along the HCCRA ROW

11.a This is an annual request from the LMCD to allow several charter vessels to use the facilities at 5<sup>th</sup> Ventures and Lord Fletchers.

**Administrator Hours week of March 7-11 – Mon 1:00-8:00; Tues 8-4:30; Wed 1-7:30; Thurs 11-4:30; Fri 10-3:30**

*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



March 3, 2022

The City of Spring Park is amenable to the relocation of the Seanote from the Spring Park Public launch to 4444 Shoreline Drive. The subject property is zoned C-1 which allows for boat repair and storage.

This action is subject to the following conditions:

The boat cannot be stored on the property in any designated parking area;

The city will be notified when there is a date and time to move the boat so the police department and water patrol are aware of any traffic issues; This notification will occur at least 24 hours prior to the relocation;

In the interest of public safety, the boat will not be accessible to any member of the general public. This can be achieved by suitable barriers or shrinked wrapping the boat to insure no access other than the owner or his designee.

  
James L. Brimeyer  
Interim Administrator

*City of Spring Park*

4349 WARREN AVENUE, SPRING PARK, MINNESOTA 55384-9711 (952) 471-9051 FAX (952) 471-9160  
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**CITY OF SPRING PARK  
SPRING PARK, MINNESOTA**

**RESOLUTION NO. 22-07**

**RESOLUTION REESTABLISHING PRECINCTS AND POLLING PLACES**

**WHEREAS**, the legislature of the State of Minnesota has been redistricted; and

**WHEREAS**, Minn. Stat. § 204B.14, subd.3 (d) requires that precinct boundaries must be reestablished within 60 days of when the legislature has been redistricted or at least 19 weeks before the state primary election, whichever comes first;

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Spring Park, County of Hennepin, State of Minnesota hereby reestablishes the boundaries of the voting precincts and polling places as follows:

**Precinct 1:** Spring Park City Hall, 4349 Warren Avenue, Spring Park, Minnesota.

ADOPTED by the City Council of the City of Spring Park this 7th day of March, 2022.

CITY OF SPRING PARK

Approved:

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Jerome P. Rockvam, Mayor

Attest:

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Jamie Hoffman, City Clerk

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

**RESOLUTION NO. 22-08**

**RESOLUTION TO APPROVE THE 2022-2025 RESIDENTIAL WASTE  
REDUCTION AND RECYCLING GRANT AGREEMENT WITH HENNEPIN  
COUNTY**

**WHEREAS**, pursuant to Minnesota statutes, Chapter 115A.552, Counties shall ensure that residents have an opportunity to recycle; and

**WHEREAS**, Hennepin County Ordinance 13 requires that each city implement and maintain a recycling and organics recycling program; and

**WHEREAS**, the Hennepin County Board at its October 26, 2021 meeting adopted a funding policy to continue to fund cities within Hennepin County for the contract period of January 1, 2022 through December 31, 2025; and

**WHEREAS**, in order to receive grant funds, the City must sign the agreement; and

**WHEREAS**, the City wishes to receive these grant funds each year.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Spring Park, Minnesota, that the City Council accepts the agreement as proposed.

**BE IT FURTHER RESOLVED**, that the City Council authorizes the Mayor, City Administrator or his designee to execute such Residential Waste Reduction and Recycling Grant Agreement with the County.

ADOPTED by the City Council of the City of Spring Park this 7th day of March, 2022.

CITY OF SPRING PARK

Approved:

\_\_\_\_\_  
Jerome P. Rockvam, Mayor

Attest:

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



**MUNICIPAL CERTIFICATION FOR  
WATERCRAFT FOR HIRE AND/OR LIQUOR LICENSE  
AUTHORIZED PORT OF CALL  
APPROVAL FOR 2022**

LMCD Code Section 7-3.25, Subd. 2 states "No ports of call shall be authorized by the Board without first securing a certificate from the municipality within which such port of call lies stating that the activities to be conducted by the applicant at the port of call are in compliance with municipal zoning laws." This requirement is also expressed in LMCD Code Section 6-5.13, Subd. 4, paragraph (b).

<b>Name &amp; Address of Applicant:</b>	<b>PaddleTap, LLC</b> 13690 Theresa Place Eden Prairie, MN 55346
<b>Name of Watercraft for Hire:</b>	<u><b>TikiTap One</b></u>
<b>Maximum Passenger Capacity:</b>	18
<b>Port of Call</b> 5th Street Ventures Excelsior City Dock Lord Fletchers Wayzata City Dock	<b>Authorized Municipality</b> <u>City of Spring Park</u> City of Excelsior City of Spring Park City of Wayzata
<b>Berthed Location</b> Wayzata Bay, Wayzata City Docks	<b>Berth Municipality</b> City of Wayzata
<b>Type of Liquor License:</b> <u>Non-Intoxicating Malt Liquor</u>	

I certify that the above watercraft for hire applicant operating the respective named charter boat, with or without a liquor license, has met the municipal ordinance requirements for the city listed below and is entitled to a Lake Minnetonka Conservation District Watercraft for Hire Certificate of Registration and/or alcoholic beverage license there under.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Municipality



**MUNICIPAL CERTIFICATION FOR  
WATERCRAFT FOR HIRE AND/OR LIQUOR LICENSE  
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<b>Name &amp; Address of Applicant:</b>	PaddleTap, LLC 13690 Theresa Place Eden Prairie, MN 55346
<b>Name of Watercraft for Hire:</b>	<u>LazyTap Two</u>
<b>Maximum Passenger Capacity:</b>	24
<b>Port of Call</b> 5th Street Ventures Excelsior City Dock Lord Fletchers Wayzata City Dock	<b>Authorized Municipality</b> <u>City of Spring Park</u> City of Excelsior <u>City of Spring Park</u> City of Wayzata
<b>Berthed Location</b> Seton Lake, 5th Street Ventures, LLC	<b>Berth Municipality</b> <u>City of Spring Park</u>
<b>Type of Liquor License:</b> <u>Non-Intoxicating Malt Liquor</u>	

I certify that the above watercraft for hire applicant operating the respective named charter boat, with or without a liquor license, has met the municipal ordinance requirements for the city listed below and is entitled to a Lake Minnetonka Conservation District Watercraft for Hire Certificate of Registration and/or alcoholic beverage license there under.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Municipality



**MUNICIPAL CERTIFICATION FOR  
WATERCRAFT FOR HIRE AND/OR LIQUOR LICENSE  
AUTHORIZED PORT OF CALL  
APPROVAL FOR 2022**

LMCD Code Section 7-3.25, Subd. 2 states "No ports of call shall be authorized by the Board without first securing a certificate from the municipality within which such port of call lies stating that the activities to be conducted by the applicant at the port of call are in compliance with municipal zoning laws." This requirement is also expressed in LMCD Code Section 6-5.13, Subd. 4, paragraph (b).

<b>Name &amp; Address of Applicant:</b>	PaddleTap, LLC 13690 Theresa Place Eden Prairie, MN 55346
<b>Name of Watercraft for Hire:</b>	<u>Miracle</u>
<b>Maximum Passenger Capacity:</b>	14
<b>Port of Call</b>	<b>Authorized Municipality</b>
5th Street Ventures	<u>City of Spring Park</u>
Lord Fletchers	<u>City of Spring Park</u>
Metro Lakes Marina	City of Mound
Wayzata City Dock	City of Wayzata
Excelsior City Dock	City of Excelsior
<b>Berthed Location</b>	<b>Berth Municipality</b>
Seton Lake, 5th Street Ventures, LLC	<u>City of Spring Park</u>
<b>Type of Liquor License:</b>	
<u>Non-Intoxicating Malt Liquor</u>	

I certify that the above watercraft for hire applicant operating the respective named charter boat, with or without a liquor license, has met the municipal ordinance requirements for the city listed below and is entitled to a Lake Minnetonka Conservation District Watercraft for Hire Certificate of Registration and/or alcoholic beverage license there under.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Municipality

Check #	Employee/Council Name	Check Amount	Check Date
5875	Hoffman, Jamie K.	\$3,727.17	2/28/2022
5876	Xiong, Patria	\$1,339.21	2/28/2022
	<b>Sub Total</b>	<b>\$5,066.38</b>	
5877	Chase, Mark	\$277.05	2/28/2022
5878	Hoffman, Jeff	\$277.05	2/28/2022
5879	Horton, Pam	\$277.05	2/28/2022
5880	Hughes, Gary	\$277.05	2/28/2022
5881	Rockvam, Jerry	\$369.40	2/28/2022
	<b>Sub Total</b>	<b>\$1,477.60</b>	
<b>Electronic Misc. Disbursements</b>			
EFT# 30795	PERA Employer Payroll Payment for 02/28/2022	\$1,008.22	2/28/2022
EFT# 30799	FICA Employee/Employer Payroll Withholding Taxes for 02/28/2022	\$1,951.85	3/2/2022
EFT# 30797	March 22' Optum Bank - HSA Deposit for Employees	\$650.00	3/3/2022
EFT# 30798	March 22' Sun Life LTD Insurance Premium	\$7.13	3/1/2022
EFT# 30800	Feb. 22' Sales & Use Taxes collected - 4th Qtr.2021 Bus. Utility Payments	\$741.00	3/3/2022
EFT# 30796	Feb. 22 Employee State Payroll Withholding Taxes	\$580.97	2/28/2022
	<b>Sub Total</b>	<b>\$4,939.17</b>	
	<b>Claims: Ck# 32729 - 32737</b>	<b>\$72,370.30</b>	<b>3/2/2022</b>
	<b>TOTALS</b>	<b>\$83,853.45</b>	

CITY OF SPRING PARK

03/02/22 3:02 PM

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\*Check Summary Register©

Batch: 030122PAY

	Name	Check Date	Check Amt	
<b>10100</b>	<b>Wells Fargo Bank NA</b>			
32729	JAMES L. BRIMEYER	3/2/2022	\$660.00	Interim City Administrator Offsite - 16.5 hrs 01/
32730	FIVE TECHNOLOGY, INC.	3/2/2022	\$280.00	March 22' Monthly IT Managed Utility Service
32731	GOVOFFICE LLC	3/2/2022	\$660.00	2022 Annual Web Base Service 3/1/21 - 2/28/2
32732	MARK HODGES	3/2/2022	\$60.00	Work Session Recordings - 02/22/22
32733	KENNEDY & GRAVEN, CHARTER	3/2/2022	\$3,014.00	Jan 22' Legal Services for General Municipal M
32734	LARSON LAWNSCAPE, INC.	3/2/2022	\$19,758.75	Jan 22' Sidewalk/Trail Snow Removal (26.25 h
32735	QUALITY CONTROL & INTEGR., I	3/2/2022	\$10,951.00	Service and Parts for Lift Station #6
32736	SAMBATEK, INC.	3/2/2022	\$36,751.55	Engi.Fees - Black Lake Road - Roadway Desi
32737	SUBURBAN RATE AUTHORITY	3/2/2022	\$235.00	2022 1st Half Membership Assessment Fee
	<b>Total Checks</b>		<b>\$72,370.30</b>	

## CITY OF SPRING PARK

03/02/22 3:22 PM

Page 1

**\*Check Detail Register©**

Batch: 030122PAY

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
<b>10100 Wells Fargo Bank NA</b>					
<b>32729</b>	03/02/22	<b>JAMES L. BRIMEYER</b>			
E 101-41500-101		Administrator	\$220.00	022522	Interim City Administrator Offsite - 16.5 hrs 01/31/22 - 02/25/22
E 601-49400-101		Administrator	\$220.00	022522	Interim City Administrator Offsite - 16.5 hrs 01/31/22 - 02/25/22
E 602-49450-101		Administrator	\$220.00	022522	Interim City Administrator Offsite - 16.5 hrs 01/31/22 - 02/25/22
		Total	\$660.00		
<b>32730</b>	03/02/22	<b>FIVE TECHNOLOGY, INC.</b>			
E 101-41500-330		IT Technology Support	\$93.33	10322-15	March 22' Monthly IT Managed Utility Service
E 601-49400-330		IT Technology Support	\$93.33	10322-15	March 22' Monthly IT Managed Utility Service
E 602-49450-330		IT Technology Support	\$93.34	10322-15	March 22' Monthly IT Managed Utility Service
		Total	\$280.00		
<b>32731</b>	03/02/22	<b>GOVOFFICE LLC</b>			
E 101-41500-323		Web Host	\$220.00	221943	2022 Annual Web Base Service 3/1/21 - 2/28/22
E 601-49400-323		Web Host	\$220.00	221943	2022 Annual Web Base Service 3/1/21 - 2/28/22
E 602-49450-323		Web Host	\$220.00	221943	2022 Annual Web Base Service 3/1/21 - 2/28/22
		Total	\$660.00		
<b>32732</b>	03/02/22	<b>MARK HODGES</b>			
E 101-41100-109		Recording Service	\$60.00	20220222-SP	Work Session Recordings - 02/22/22
		Total	\$60.00		
<b>32733</b>	03/02/22	<b>KENNEDY &amp; GRAVEN, CHARTERED</b>			
E 101-41600-304		Legal Fees	\$1,854.00	166190A	Jan 22' Legal Services for General Municipal Matters (Review Agendas for Meetings) - 10.30 hrs 01/03/22 - 01/31/22
E 101-41600-304		Legal Fees	\$350.00	166190B	Legal Services for 2254 Lilac Road Property Violations (Mason) 2 hrs. 1/24/22-1/25/22
E 101-41600-304		Legal Fees	\$810.00	166190C	Legal Services for Black Lake Rd Reconstruction Project - 4.5 hrs. 1/5/22 - 1/31/22
		Total	\$3,014.00		
<b>32734</b>	03/02/22	<b>LARSON LAWNSCAPE, INC.</b>			
E 101-43101-307		Snow Removal - Sidewalk	\$3,531.25	77817A	Jan 22' Sidewalk/Trail Snow Removal (26.25 hrs)
E 101-43101-318		Street Salt-Sanding	\$7,270.00	77817B	Jan 22' Salt Application (32 hrs)
E 101-43101-309		Snow Plowing - Streets	\$8,957.50	77817C	Jan 22' Roads & City Hall Snow Removal (94.25 hrs)
		Total	\$19,758.75		
<b>32735</b>	03/02/22	<b>QUALITY CONTROL &amp; INTEGR., INC</b>			
E 601-49400-215		Shop Supplies	\$5,088.00	42473	Service and Parts for Lift Station #6
E 602-49450-215		Shop Supplies	\$5,088.00	42473	Service and Parts for Lift Station #6
E 601-49400-400		Repairs/Maint General	\$387.50	42473	Service and Parts for Lift Station #6
E 602-49450-400		Repairs/Maint General	\$387.50	42473	Service and Parts for Lift Station #6
		Total	\$10,951.00		
<b>32736</b>	03/02/22	<b>SAMBATEK, INC.</b>			
E 101-41910-303		Engineering Fees	\$943.17	21408	Engi.Fees - General Services ( 5.75 hrs) - 1/16/22- 2/12/22



CITY OF SPRING PARK

**\*Check Detail Register©**

Batch: 030122PAY

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 201-43200-526		West Arm Road West 202	\$2,392.50	21409	Engi.Fees - 2020 West Arm Road West (SUIP) Improv.Project - Project Close-Out (14.5 hrs) 1/16/22-2/12/22
E 201-43100-529		Black Lake Rd Feasibility	\$32,720.63	21410	Engi.Fees - Black Lake Road - Roadway Design/Survey/Addi.Services/Reimb.Exp. (237.75 hrs) 1/16/22-2/12/22
E 201-43100-528		Road Pavement Project 2	\$695.25	21411	Engi. Fees - West Arm Road Pavement Project - Construction Services (4.5 hrs)1/16/22-2/12/22
		Total	\$36,751.55		
<b>32737</b>	<b>03/02/22</b>	<b>SUBURBAN RATE AUTHORITY</b>			
E 101-46000-310		Contracted Services	\$235.00	021822	2022 1st Half Membership Assessment Fee
		Total	\$235.00		
		<b>10100 Wells Fargo Bank NA</b>	<b>\$72,370.30</b>		

Fund Summary

<b>10100 Wells Fargo Bank NA</b>	
101 GENERAL FUND	\$24,544.25
201 PUBLIC IMPROV REVOLVING FUND	\$35,808.38
601 WATER FUND	\$6,008.83
602 SEWER FUND	\$6,008.84
	<b>\$72,370.30</b>

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\*Fund Summary -  
Budget to Actual©

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February 2022

	2022 YTD Budget	February MTD Amount	2022 YTD Amount	2022 YTD Balance	2022 % YTD Budget
<b>FUND 101 GENERAL FUND</b>					
Revenue	\$1,348,210.00	\$7,210.41	\$79,733.13	\$1,268,476.87	5.91%
Expenditure	\$1,391,000.00	\$29,106.01	\$266,383.22	\$1,124,616.78	19.15%
		<u>-\$21,895.60</u>	<u>-\$186,650.09</u>		
<b>FUND 201 PUBLIC IMPROV REVOLVING FUND</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$42,459.83	\$52,459.83	-\$52,459.83	0.00%
		<u>-\$42,459.83</u>	<u>-\$52,459.83</u>		
<b>FUND 202 HOUSING DEV PROJ FUND (TIF)</b>					
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
<b>FUND 203 CAPITAL SPEC REV FUND</b>					
Revenue	\$0.00	\$0.00	\$50.78	-\$50.78	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$50.78</u>		
<b>FUND 204 TIF LAKEVIEW LOFTS</b>					
Revenue	\$0.00	\$0.00	\$12.93	-\$12.93	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$12.93</u>		
<b>FUND 205 TIF PRESBYTERIAN HOMES</b>					
Revenue	\$160,000.00	\$0.00	\$8.86	\$159,991.14	0.01%
Expenditure	\$150,000.00	\$70,477.88	\$70,477.88	\$79,522.12	46.99%
		<u>-\$70,477.88</u>	<u>-\$70,469.02</u>		
<b>FUND 301 TIF DEBT SERVICE</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
<b>FUND 302 2010A GO BONDS</b>					
Revenue	\$0.00	\$0.00	\$4.06	-\$4.06	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$4.06</u>		
<b>FUND 303 2015 GO BONDS</b>					
Revenue	\$0.00	\$0.00	\$21.35	-\$21.35	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$21.35</u>		
<b>FUND 401 CHANNEL ROAD</b>					
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
<b>FUND 402 KINGS RD/WARREN DRAINAGE IMPRV</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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\*Fund Summary -  
Budget to Actual©

February 2022

	2022 YTD Budget	February MTD Amount	2022 YTD Amount	2022 YTD Balance	2022 % YTD Budget
		\$0.00	\$0.00		
<b>FUND 601 WATER FUND</b>					
Revenue	\$355,000.00	\$47,409.93	\$62,625.10	\$292,374.90	17.64%
Expenditure	\$334,300.00	\$26,837.65	\$106,192.43	\$228,107.57	31.77%
		\$20,572.28	-\$43,567.33		
<b>FUND 602 SEWER FUND</b>					
Revenue	\$454,500.00	\$70,750.97	\$94,148.14	\$360,351.86	20.71%
Expenditure	\$586,577.00	\$52,154.01	\$161,453.55	\$425,123.45	27.52%
		\$18,596.96	-\$67,305.41		
<b>FUND 999 CONVERSION FUND</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>Report Total</b>		-\$95,664.07	-\$420,362.56		

**CITY OF SPRING PARK  
COUNTY OF HENNEPIN**

**STATE OF MINNESOTA**

**ORDINANCE NO 22-02**

**AN ORDINANCE AMENDING CHAPTER 10, BUILDINGS AND BUILDING  
REGULATION AND SIGNS OF THE SPRING PARK, MINNESOTA CITY CODE  
ADDING ARTICLE II SECTION 10-37 ADOPTING THE 2021 INTERNATIONAL  
PROPERTY MAINTENANCE CODE WITHIN SPRING PARK MINNESOTA.**

**SECTION 1:** The Spring Park, Minnesota City Code Chapter 10, Article II, Section 10-37 is hereby amended to add the following adoption of the 2021 International Property Maintenance Code (IPMC).

**ARTICLE II. – BUILDING CODE**

**Sec. 10-37. – International Property Maintenance Code (IPMC) Adopted.**

- (a) The 2021 International Property Maintenance Code and its amendments are adopted by reference as the property maintenance code for short-term rental interim use permits. A copy of the code shall be kept on file in the office of the city administrator/clerk/treasurer.

**SECTION 2.** Effective Date. This ordinance shall be in full force and effect immediately following its passage and publication.

ADOPTED by the Mayor and City Council of Spring Park, Minnesota this 18<sup>th</sup> day of January, 2022.

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Jerome Rockvam, Mayor

ATTEST:

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Jamie Hoffman, City Clerk.

**City of Spring Park Short-Term Rental Inspection Checklist**

Property Owner Name \_\_\_\_\_  
Property Owner's Address \_\_\_\_\_  
Phone Number \_\_\_\_\_ / \_\_\_\_\_ Email \_\_\_\_\_  
Short Term Rental Address \_\_\_\_\_

**Exterior Safety and Maintenance (2021 IPMC)**

**P / F / NA**

- Address numbers are visible from the street
- Deck and stair rails and guards are properly attached and capable of supporting imposed loads (314.12)
- Stairs, walkways, and exits are unobstructed and shall always be maintained unobstructed (702.1)
- Trash containers with tight fitting lids are provided and are stored on the side or back of house (308.2)
- All exterior areas of the property are in good condition and all structures are in good repair (304.1)
- Window wells serving basement sleeping rooms are provided with escape ladders and operable windows to allow for secondary egress from rooms (702.4)

**Interior Safety and Maintenance (2021 IPMC)**

- Fire extinguisher (type 2A:10B:C) is in plain view and must be certified annually (704.1)
- Smoke alarms are installed in each sleeping room and immediately outside each sleeping room such as in a corridor, hallway or great room serving the individual sleeping rooms (704.6)
- Carbon monoxide detector are installed on each level within 10 feet of sleeping rooms (705.1)
- Stairs, walkways, and exits are free of tripping hazards, are unobstructed and shall always be maintained unobstructed (702.1)
- Bathroom has a toilet, sink, and shower or bathtub and is clean and sanitary (502.1)
- Bathroom and kitchen electrical outlets are GFCI protected (605.2)
- Electrical system is in good repair, including electrical panel, receptacle outlets, switches and lighting fixtures are in good repair, without exposed wiring, and without extension cords or electrical strips (605.1, 605.4)
- Mechanical systems (vent fans, heating, cooling and water heater) are operable and in good repair; dryer vent is clean and free of lint (603.1)
- All areas of the interior are sanitary and in good condition and maintained in good repair (305.1)

***Notice: No Short-Term Rental occupancy until license has been issued by City***

Inspection Date \_\_\_\_\_ Time: \_\_\_\_\_

Reinspection Date \_\_\_\_\_ Time: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Inspector \_\_\_\_\_

Date \_\_\_\_\_

Property Owner \_\_\_\_\_

Date \_\_\_\_\_