

## OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council was held on May 16, 2016 at the Spring Lake Park Community Center, 1301 81st Avenue N.E., at 7:00 P.M.

### 1. Call to Order

Mayor Hansen called the meeting to order at 7:00 P.M.

### 2. Roll Call

Members Present: Councilmembers Mason, Nash, Nelson, Wendling and Mayor Hansen

Members Absent: None

Staff Present: Police Chief Ebeltoft; Building Official Brainard; Public Works Director Randall; Attorney Thames; Engineer Gravel; Parks and Recreation Director Rygwall; Administrator Buchholtz and Executive Assistant Gooden

Visitors: Dave Singh, 8443 University Avenue NE

### 3. Pledge of Allegiance

### 4. Additions or Corrections to Agenda

Administrator Buchholtz asked that Item I, Contractor's Request for Payment No. 1, and New Business Item, a Special Event Permit be added to the agenda.

### 5. Discussion From The Floor - None

### 6. Consent Agenda:

Mayor Hansen reviewed the following Consent Agenda items:

- A. Approval of Minutes – May 2, 2016
- B. Disbursements
  - 1. General Fund Disbursement Claim No. 16-07 -- \$523,135.58
  - 2. Liquor Fund Disbursement Claim No. 16-08 -- \$178,107.30
- C. Budget to Date/Statement of Fund Balance
- D. Exempt Gambling Permit – Mounds View Community Theater, June 12, 2016
- E. Master Subscribers Agreement for MN Court Data Services for Governmental Agencies
- F. Contractor's License
- G. Sign Permit
- H. Correspondence
- I. Contractor's Request for Payment No. 1 – Allied Blacktop Co.

MOTION BY COUNCILMEMBER NASH APPROVING THE CONSENT AGENDA. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

7. PresentationA. Mayor's Proclamation – Public Works Week, May 15-21, 2016

Mayor Hansen read a proclamation declaring May 15-21, 2015 as Public Works Week in the city of Spring Lake Park.

B. Mayor's Proclamation – National Police Week, May 15-21, 2016

Mayor Hansen read a proclamation declaring May 15-21, 2016 as National Police Week in the city of Spring Lake Park.

8. Police Report

Police Chief Ebeltoft reviewed the April 2016 department statistics.

Chief Ebeltoft stated that the Police Department responded to four hundred two calls for service for the month of April 2016 compared to four hundred forty six calls for service in April 2015.

Chief Ebeltoft reported that the Spring Lake Park Police Department deployed the "Speed Trailer" at sixteen different locations throughout the city to help remind the residents and those driving in the community of their speeds while operating a motor vehicle

Chief Ebeltoft reported that the Police Department participated in the "National Prescription Drug Take Back Program" on April 30, 2016. He reported that approximately one hundred fifty eight pounds of prescription drug were accepted and turned over to the Anoka County Sheriff's Office for destroying. He stated that because of the successful drop off day, a permanent drop box will be located at City Hall for residents to utilize and the Anoka County Sheriff's Office is willing to occur the cost for the destruction of the drugs.

Chief Ebeltoft reported, in addition to addressing the day-to-day operations of the Department, he attended numerous meetings throughout the month representing Spring Lake Park Police Department and the City of Spring Lake Park.

9. Parks and Recreation Report

Parks and Recreation Director Rygwall reviewed the April 2016 department statistics. Ms. Rygwall reported that the Parks and Recreation Commission met and reviewed softball dates and rule changes.

Ms. Rygwall stated that staff had a busy month preparing softball teams, hiring summer help and working on summer programs. She reported that Recreation Programmer Kay Okey hosted her first trip to Memphis and received great feedback from the travelers. She stated that staff has also been busy organizing Tower Days applications and ordering car magnets and banners for the parade. Ms. Rygwall reminded residents to purchase their Tower Days button at the various locations in the city.

10. New BusinessA. Special Event Permit

Administrator Buchholtz reported that the City has received a special event permit application from Infinity Automotive (8443 University Avenue NE) for a grand opening celebration on Saturday, June 4, 2016 from 10 AM – 2 PM. He stated that the events include a band, an 80-100 vehicle car show and a taco truck. He reported that Infinity Automotive has stated that they have received permission from Industrial Ladder and Supply to utilize their parking lot, however; the city has not received confirmation of this from Industrial Ladder.

Administrator Buchholtz stated that staff is supportive of efforts of our businesses to promote themselves however; there are a number of public safety concerns associated with the proposal. He reported that staff is recommending approval of the special use permit with the following conditions:

1. Applicant must present a signed letter from the owner of the property at 8437 University Avenue (Industrial Ladder and Supply), granting permission to the applicant to park vehicles during the event.
2. Applicant must provide parking attendants to guide traffic flow. Parking attendants must be readily identifiable- wearing safety vests and utilizing parking safety wands and must be present for the duration of the event.
3. Food truck shall be properly licensed and insured.
4. The on-site music must comply with the City's noise ordinance (Section 153.100, Spring Lake Park City Code). The speakers must be pointed away from any abutting residential properties.
5. No event parking shall occur on University Avenue Service Drive.
6. Applicant shall provide a site layout showing the location of the car show, stage and food truck to the Chief of Police no less than seven days prior to the event. The size of the event shall be limited to what can be accommodated by off-street parking at 8443 University Avenue NE. Site layout shall accommodate an emergency vehicle to access the building.
7. Applicant shall provide adequate restroom facilities (portable toilets or access to restrooms in building) for event.
8. Applicant shall provide a plan addressing adverse weather or a catastrophic event to the Chief of Police no less than seven days prior to the event.

Councilmember Nelson asked the applicant if he was in agreement with the conditions and had any questions. Mr. Singh stated that he is comfortable with the conditions and the car show will only have 30 entries. He stated that he has received permission to park vehicles in the restaurant parking lot down the street and the jazz band, Blue Dog, has been confirmed for the event.

Mr. Singh reported that he will talk with the surrounding neighbors to make them aware of the event and what the plans will be for the event. He asked if an alternate rain date could be added to the permit. Administrator Buchholtz stated that if the Councilmembers are comfortable with the conditions then an amendment could be added to include an alternative date. Councilmember Nelson stated he is comfortable with that amendment as long as the alternate event date does not interfere with Tower Days.

MOTION MADE BY COUNCILMEMBER MASON TO APPROVE SPECIAL USE PERMIT FOR INFINITY AUTOMOTIVE FOR EVENT ON JUNE 4, 2016 WITH AN ALTERNATIVE DATE, IN CASE OF INCLEMENT WEATHER, NOT TO INTERFERE WITH TOWER DAYS. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

11. Engineer's Report

Engineer Gravel reported that the Lift Station No.1 project will be completed by the end of the month. Councilmember Wendling inquired if a fence will be around the station. Mr. Gravel stated there will not be one.

12. Attorney's Report - None13. Reports

Councilmember Nelson reported that he attended Stan Kowalski's 90<sup>th</sup> birthday celebration and there was a great turnout. He reported that the Mayor read a proclamation honoring Mr. Kowalski and his accomplishments.

14. OtherA. Administrator Report

Administrator Buchholtz reported that the Comprehensive Plan amendments have been submitted to the Metropolitan Council. He reminded the Council of important upcoming dates and events that he attended this past month.


15. Adjourn

MOTION BY COUNCILMEMBER MASON TO ADJOURN. VOICE VOTE: ALL AYES. MOTION CARRIED.

The meeting was adjourned at 7:40 P.M.

  
Cindy Hansen, Mayor

Attest:

  
Daniel R. Buchholtz, Administrator, Clerk/Treasurer