



Memorandum

To: Mayor Nelson and Members of the City Council

From: Daniel R. Buchholtz, MMC, Administrator, Clerk/Treasurer

Date: December 16, 2020

Subject: Administrator Report

1. Governor Walz issued Executive Order 20-103. Bars and restaurants will remain closed for indoor seating, though there are provisions for outdoor seating. Youth and adult sports will be able to begin practicing again on January 4. Gyms and fitness centers are able to reopen to 25% capacity (max. 100 patrons) with additional parameters. The Spring Lake Park Police Department will continue to respond to suspected violations by informing/educating the resident/business, ask for voluntary compliance and documenting the incident to be forwarded to the appropriate agency, if needed. Enforcement actions will be taken by the appropriate State Department, whether it be the Attorney General, MDH, Alcohol and Gambling Enforcement, etc).
2. In light of the Governor's new Executive Order and COVID-19 case rates in Anoka County, Staff is recommending keeping City Hall closed, except by appointment, through Friday, January 8, 2021. Administration staff will continue to work the hybrid in-person/remote schedule through that date.
3. The Cultural Assessment Study has been completed. The consultant, Susan Herreid, met with the Department Heads and staff who participated to share the results. Dr. Herreid and I will share the report and an action plan with the City Council at a work session on January 11 at 5:30pm.
4. Northland Securities continues to look at the possible refinance of the 2014A GO Improvement Bond. We have seen a drop in interest rates that will bring the savings up to the City Council's goal of \$50,000. The Mayor and I will inform you if we decide to sell the bond in accordance with the sale resolution the City Council passed last month.
5. The PERA Board adopted the apportionment of fire aid for fire relief plans in the State PERA Plan as part of their 2021 legislative package. This is good news as it will allow the City and the SBM Relief Association to come to an agreement to share the aid between funding the volunteer pensions and the PERA costs for the career firefighters at SBM, which will have a positive impact on our fire contract. The package should be non-controversial. I will keep you informed on this as the 2021 Legislative Session begins.

6. The switches, firewalls and access points have been installed. This has greatly facilitated remote work by the City staff.
7. The LMC has announced the dates for the 2021 Elected Leaders Institute, both the Foundational Program (for newly elected officials) and the Advanced Program (for experienced officials). An e-mail was sent to you previously. If you are interested in participating, please let me know.
8. The new playground structure has been installed by Public Works at Terrace Park. Thanks to Brett Deboer and Ben Turbitt for their work in installing the new structure.

Have a wonderful holiday season and a Happy New Year!