

## OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council Work Session was held on September 11, 2023 at the Spring Lake Park City Hall, 1301 81st Ave. NE, at 5:30 PM.

### 1. CALL TO ORDER

#### MEMBERS PRESENT

Councilmember Ken Wendling  
Councilmember Barbara Goodboe-Bisschoff  
Councilmember Lisa Dircks  
Councilmember April Moran

#### MEMBERS ABSENT

Mayor Nelson

#### STAFF PRESENT

Building Official Jeff Baker, Public Works Director Terry Randall, Administrator Daniel Buchholtz

#### OTHERS PRESENT

Bruce Paulson, Stantec

### 2. DISCUSSION ITEMS

#### A. City Hall Renovation/Expansion Project

Architect Bruce Paulson provided an overview of the final drawings for the City Hall Renovation/Expansion project. He stated that the plan has changed minimally since he last presented the plans to the City Council in May 2023. He noted that the plans show the Police addition is 18 inches wider than originally proposed to accommodate an additional office in the Police Department, as well as additional work space. He reviewed incorporated security measures, exterior elevations and internal elevations.

Administrator Buchholtz stated that the project would be released for bids in October with bids received in November. He stated that the public hearing on the Capital Improvement Plan and the bond for the building would be held on December 18. He noted that after a thirty day waiting period, the City Council would presumably award bids and issue the bonds. He anticipated that the project would start March 2024.

Councilmembers discussed the project, expressing the need to move forward with the renovation. Councilmembers expressed support for the plans as presented.

### B. 2024 Budget Discussion

Administrator Buchholtz provided two scenarios for the 2024 General Fund budget – one where there is no School Resource Officer contract and a second where there is a School Resource Officer. He said the proposed General Fund property tax levy under both of these scenarios is \$3,623,887, an increase of 3.77% from the 2023 General Fund levy and \$13,905 higher than the original 2024 General Fund budget request.

Councilmembers reviewed the proposed property tax levy and recommended forwarding the revised property tax levy to the next City Council meeting for approval.

### C. Carports

Councilmember Goodboe-Bisschoff stated that a resident had inquired about constructing a carport on his property and asked about standards. Administrator Buchholtz stated that the City Code permits carports within the City, but that they must be built in accordance with the State Building Code, meet all setbacks, and have an approved surface underneath to accommodate parking a vehicle underneath. He stated that the metal carport kits sold at home improvement stores are prohibited in the City.

Councilmember Goodboe-Bisschoff inquired about setbacks. Building Official Baker stated that the carport must be no closer than 5 feet to the property line in the rear yard. Administrator Buchholtz noted that the carport would count toward the square footage limits on accessory buildings.

No further action was taken on this item.

### D. Emerald Ash Borer Discussion

Due to Mayor Nelson's absence from the meeting, the City Council decided that the Emerald Ash Borer discussion be tabled to the next work session.

### E. Statement of Values Discussion

Councilmember Moran requested that the following language be added to the Statement of Values:

“I commit to abstaining from substances that impair my judgment and cognitive functions during and immediately before official city events and meetings.”

She stated that the proposed change establishes an expectation that members represent the city and they should be at their best at city events and meetings.

Consensus of the City Council was to forward the language to the next City Council meeting for possible approval.

**3. REPORT**

- A. Council Reports – No report
- B. Administrator Report – Administrator Buchholtz stated that it is unlikely the Governor will call the Legislature into special session to consider changes to M.S. Ch. 121A relating to school resource officers.

**4. ADJOURN**

Acting Mayor Goodboe-Bisschoff adjourned the meeting at 7:30pm.

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Barbara Goodboe-Bisschoff, Acting Mayor

Attest:

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Daniel R. Buchholtz, Administrator, Clerk/Treasurer