

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council Regular was held on July 7, 2025 at the City Hall, at 7:00 PM.

1. CALL TO ORDER

Mayor Nelson called the meeting to order at 7:00 PM.

2. ROLL CALL

MEMBERS PRESENT

Councilmember Ken Wendling
Councilmember Goodboe-Bisschoff
Councilmember Lisa Dircks
Mayor Robert Nelson

MEMBERS ABSENT

Councilmember April Moran

STAFF PRESENT

Police Chief Josh Antoine, Public Works Director George Linngren, Attorney John Thames,
Administrator Daniel Buchholtz

VISITORS

Jenna Innes	Smith – Schaffer & Associates LTD	
Aaron Zellhoefer	4009 Lyndale Ave S	Minneapolis MN
Lucas Schulze	1714 43 rd Ave N	Minneapolis MN
Mari Morin		Brooklyn Center MN
Peg Carr		Brooklyn Center MN
Nick Montarari		Minneapolis MN
Cheryl Batson		Brooklyn Center MN

3. PLEDGE OF ALLEGIANCE

4. ADDITIONS OR CORRECTIONS TO AGENDA

Mayor Nelson requested a moment of silence in Representative Melissa Hortman, and her husband, Mark Hortman.

5. DISCUSSION FROM THE FLOOR - None

6. PRESENTATION

A. Presentation of 2024 Audited Financial Statements

Jenna Innes, Audit Manager with Smith Schafer, presented the annual audit findings to the Mayor and Council. The audit received an *unmodified opinion*, the highest level of assurance, indicating the City's financial statements are accurate and in full compliance with accounting standards. She stated that no exceptions were found in the state-required legal compliance testing. Ms. Innes noted the City Hall Renovation and Expansion project, contributed to higher expenditures. She stated that despite the increase, expenditures remained consistent with prior years and showed no irregularities.

Ms. Innes said the City's general fund remains in a strong position due to sound budgeting and cash flow management. She noted there was an increase in debt due to the City Hall project. She said overall, the audit results reflect positively on the City's financial health and staff performance.

Administrator Buchholtz thanked Ms. Innes and her team from Smith-Schaffer for their continued support and guidance over the past year. He recognized the outstanding work of the internal staff—Accountant Melissa Barker, Accounting Clerk Haley Morrison, and Utility Billing Clerk Brianna Brown. He said their efforts in managing the City's finances—whether it's receipting funds, handling accounts payable, processing payroll, or overseeing general accounting—are critical to our success and to achieving a positive audit outcome.

Motion made by Councilmember Goodboe-Bisschoff to accept the 2024 Audited Financial Statements.

Voting Aye: Councilmember Wendling, Councilmember Goodboe-Bisschoff, Councilmember Dircks, Mayor Nelson. Motion carried.

7. CONSENT AGENDA

- A. Approval of Minutes – June 16, 2025 City Council Work Session
- B. Approval of Minutes – June 16, 2025 City Council Meeting Minutes
- C. Contractor's Licenses
- D. Resolution 2025-26, Approving the Second Amendment to the Joint Powers Agreement with the North Metro Mayor's Association
- E. Resolution 25-27, Accepting Donation from the Spring Lake Park Lions Club to Support Tree Replanting in Response to the Emerald Ash Borer Infestation
- F. Public Right of Way Permit – Bratt Tree Company – 532 Ballantyne Lane NE
- G. Public Right of Way Permit – Xcel Energy – 7804 Able Street NE
- H. Approval of Public Right of Way Permit – Xcel Energy – 7909 Jackson Street NE
- I. Approval of Public Right of Way Permit – Xcel Energy – 8300 Pierce Street NE
- J. Approval of Public Right of Way Permit – Xcel Energy – 8339 Pierce Street NE
- K. Approval of Public Right of Way Permit – Xcel Energy – 8220 5th Street NE

- L. Approval of Public Right of Way Permit – Xcel Energy – 1230 80th Avenue NE
- M. Approval of Public Right of Way Permit – Xcel Energy – 946 82nd Avenue NE
- N. Contractor's Licenses

Councilmember Wendling asked that Item E be pulled from the agenda. He thanked the Lions for donating \$50,000 for the tree program.

Administrator Buchholtz stated receiving the donation from the Spring Lake Park Lions for the tree replanting effort was a very pleasant surprise. He stated that he had mentioned to Councilmember Wendling that replanting would be a major focus following the removal of ash trees affected by the emerald ash borer. He said that the City Staff met with the Lions officers to discuss the donation, and while the form simply listed "Tree Project," they expressed a desire for the funds to support a tree sale program. Administrator Buchholtz stated that the idea is to use the donation to reduce the cost of replacement trees for residents, helping them replant their yards.

Mayor Nelson inquired about what types of trees would be planted. Administrator Buchholtz stated that The University of Minnesota Extension Service has identified seven tree species that are most drought- and disease-tolerant, which is especially important due to changing climate conditions. He said the City plans to use this list to guide future tree orders and encourages residents to plant a variety of tree species in their yards to prevent widespread canopy loss from potential tree diseases.

Motion made by Councilmember Wendling to approve the Consent Agenda.

Voting Aye: Councilmember Wendling, Councilmember Goodboe-Bisschoff, Councilmember Dircks, Mayor Nelson. Motion carried.

8. DEPARTMENT REPORTS

A. Public Works Report

Public Works Director Linngren reported that all seasonal staff are now on board and making a significant impact by handling tasks that would otherwise require full-time staff. He stated that stump grinding and cleanup are nearing completion on boulevards, with several ash trees in parks still slated for removal. He noted that Tower Days was successful, and the new street sweeper, purchased with grant funds, was effectively used following the parade.

Director Linngren said that landscaping around City Hall is nearly complete, with irrigation reconnected and a few remaining trees to be planted. He noted that a new lawn mower will arrive soon, replacing a worn-out Toro, and the recently authorized hot box has greatly improved patching efficiency. He stated that the field and playground maintenance is ongoing, with chips and ag lime being added to the ball fields.

9. ORDINANCES AND/OR RESOLUTIONS**A. Ordinance 505, Amending Chapter 9 of City Code by Adding Section 9.12.030 Concerning Pet Stores**

Administrator Buchholtz reported that, following City Council direction at the January 21 work session, staff drafted an ordinance prohibiting the sale of dogs and cats in pet stores while allowing partnerships with animal rescues and shelters. He said the draft, modeled after similar ordinances in other cities, includes a specific exemption for hobby breeders—allowing residents to sell animals from their homes, limited to two litters per year and not as a commercial enterprise. He noted that the draft was reviewed and found acceptable by the Council at the June 16 work session, with consensus to place it on the July 7 meeting agenda. He said that there are no pet stores operating within city limits that would be affected by the ordinance.

Councilmember Dircks expressed strong support for the proposed ordinance, stating it is well-written, humane, and accommodates various situations without affecting existing businesses, as no pet stores currently operate in the city. She noted that the ordinance follows a successful model already in place at other independent pet stores in Anoka County, which either do not sell puppies and kittens or partner with rescues. She emphasized that adopting this ordinance could help prevent animal suffering and contribute positively to the community.

Motion made by Councilmember Wendling to approve Ordinance 505, Amending Chapter 9 of City Code by Adding Section 9.12.030 Concerning Pet Stores.

Voting Aye: Councilmember Wendling, Councilmember Dircks. Voting Nay: Councilmember Goodboe-Bisschoff, Mayor Wendling. Motion failed.

Attorney Thames clarified that since the motion to approve has failed, the item remains open for discussion or further motions. Options available to the Council include tabling the item, moving on without action, or rescheduling it for future consideration—either through a special meeting called by the Mayor or two Council members, or by agreement of the full Council. He noted that there is currently no clear guidance from a Council majority.

Motion made by Councilmember Dircks to table the item.

Voting Aye: Councilmember Wendling, Councilmember Dircks. Voting Nay: Councilmember Goodboe-Bisschoff, Mayor Wendling. Motion failed.

B. Resolution 2025-28, Approving Summary Publication of Ordinance 505, Amending Chapter 9 of the City Code by Adding Section 9.12.030 Concerning Pet Stores

No Action Taken

C. Resolution 2025-29, Modifying Parking Regulations on 79th Avenue between Taylor Street and a Point 150 West of Tyler Street

Administrator Buchholtz reported that the City has received multiple parking complaints from residents along Van Buren Street (between 79th and 81st Avenues) related to high school students blocking driveways and mailboxes. He said the City updated its ordinance to prohibit parking within 10 feet of a mailbox, empowering the Police Department to ticket and tow vehicles when necessary.

Administrator Buchholtz and the Police Chief Antoine met with the high school principal to understand the school's parking situation. He said the school provides 343 designated student spaces (oversold by 5%) and 70 additional spots for part-time students, with permits primarily issued to juniors and seniors.

Administrator Buchholtz said to alleviate congestion, staff is proposing a designated on-street student parking zone along 79th Avenue from Taylor Street to 150 feet west of Tyler Street, accommodating 27 cars while minimizing residential impacts. He said that this area will be striped following the 2025 street project and properly signed. The street will still allow access for emergency vehicles.

He noted that a new Metro Transit micro-transit pilot launching in September may help reduce student driving. He said Staff believes this is a workable solution and recommends Council approve the resolution to implement the proposed parking zone.

Mayor Nelson inquired if the newly created spots would be permitted by the school. Chief Antoine stated that the parking is not going to be permitted by the school. He said staff will work with the school on advertising to students for overflow parking instead of parking in the surrounding neighborhoods.

Mayor Nelson inquired if the City would have the street plowed in time during the winter. Public Works Director Linngren stated that they would make that area a priority.

Motion made by Mayor Nelson to approve Resolution 2025-29, Modifying Parking Regulations on 79th Avenue between Taylor Street and a Point 150 West of Tyler Street

Voting Aye: Councilmember Goodboe-Bisschoff, Councilmember Dircks, Councilmember Moran, Acting Mayor Wendling. Motion carried.

10. NEW BUSINESS**A. Consider Approval of Fifth Amendment to Tower Lease Agreement with T-Mobile at 8249 Arthur Street NE**

Attorney Thames stated that the Council is looking at a proposed Fifth Amendment to the lease between the city and T Mobile. He stated that the placement is on the Arthur Street Tower.

Attorney Thames stated that the lease ended on December 31, 2024. He stated that he and Administrator Buchholtz discussed a five-year bridge, basically into the next long-term lease. Attorney Thames stated that due to the time it took to get a new lease there will be back payments owed to the City. The new lease will garner an additional \$200 a month.

Attorney Thames stated that for the notice for termination, which previously had been 120 days, is now adjusted to a year. He said that T-Mobile will have a five-year term, but they will need to give the City a year's worth of notice before terminating.

Motion made by Councilmember Wendling to authorize Approval of Fifth Amendment to Tower Lease Agreement with T-Mobile at 8249 Arthur Street NE.

Voting Aye: Councilmember Wendling, Councilmember Goodboe-Bisschoff, Councilmember Dircks, Mayor Nelson. Motion carried.

B. Approval of Lease between City of Spring Lake Park and True North Green, LLC for Property at 8478 Highway 65

Administrator Buchholtz reported that the City has successfully negotiated a lease agreement with True North Greens, LLC for the former Guangzhou property recently acquired as part of the City's economic redevelopment strategy. He said the building will be leased for use as a state-licensed marijuana dispensary, with the lease effective July 1 for an initial five-year term, and an option for a three-year extension at the tenant's discretion.

Administrator Buchholtz said the lease begins at \$8,167 per month with 3% annual increases. He noted that the first three months will be rent-free. He stated that True North Greens will cover all operating expenses, including utilities, taxes, and insurance, and has already provided a security deposit equal to two months' rent. He stated that the tenant will accept the building "as is" and is responsible for all interior improvements and maintenance, with the City retaining approval rights for any modifications.

Administrator Buchholtz said the that lease also includes provisions regarding known environmental conditions at the site. He stated the tenant agrees to comply with Minnesota Pollution Control Agency (MPCA) remediation requirements and support the operation of the existing vapor mitigation system.

He said that while use of the premises is limited to dispensary and related legal sales. subleasing is permitted with City approval, which will not be unreasonably withheld. He stated the lease is personally guaranteed by the business principal. He said the agreement was negotiated by the City Attorney and aligns with the original proposal from True North Greens, and staff recommends its approval.

Motion made by Mayor Nelson to Approve Approval of Lease between City of Spring Lake Park and True North Green, LLC for Property at 8478 Highway 65.

Voting Aye: Councilmember Wendling, Councilmember Goodboe-Bisschoff, Councilmember Dircks, Mayor Nelson. Motion carried.

C. Approval of Storm Lining Project

Public Works Director Linngren said he is requesting council approval for a storm lining project on Theoren Terrace, located between Plaza Boulevard and Center Drive, just north of the bank. He explained that the area has experienced settlement due to unfilled pick holes in the original storm line, allowing water and soil infiltration that has damaged the curb and storm system. He stated that televising the area confirmed the issue, and before street repairs can proceed, the storm pipe must be lined.

Director Linngren said the project involves installing a 30-inch liner over a 272-foot section of pipe at a cost of \$225.00 per foot, totaling \$61,200.00 including labor, materials, and installation. He noted that in addition, a manhole on the east side of Center Drive and Theoren Terrace must be accessed. He said this will require removal of the chimney structure to allow access for the 30-inch liner. He noted the work will be handled by a separate contractor, with an estimated cost of \$7,000.00 to \$8,000.00.

Director Linngren stated that funding for the entire project will come from the Storm Water Fund, which has sufficient reserves to fully cover the costs.

Motion made by Councilmember Wendling for Approval of Storm Lining Project.

Voting Aye: Councilmember Wendling, Councilmember Goodboe-Bisschoff, Councilmember Dircks, Mayor Nelson. Motion carried.

11. REPORTS

A. Attorney's Report - None

B. Engineer's Report

Report accepted as presented.

C. Administrator Report - None

12. OTHER

Administrator Buchholtz noted that the Police Department is partnering with Hy-Vee for a steak fundraiser taking place on Thursday, July 10, from 3:00 to 7:00 p.m. He stated that for each meal sold during the event, \$2 will be donated to support the Police Department.

A. Closed Session – Discuss Labor Negotiation Strategy Pursuant to Minn. Stat 13D.03, Subd. 1(b)

Motion made by Councilmember Wendling to adjourn meeting

Voting Aye: Councilmember Wendling, Councilmember Goodboe-Bisschoff, Councilmember Dircks, Mayor Nelson. Motion carried.

Meeting closed at 7:57 PM.

Meeting Readjourned at 8:15 PM.

Attorney Thames stated that the City Council had just adjourned to a closed session held pursuant to Minnesota Statute 13D.03, Subdivision 1(b), to discuss labor negotiation strategy with the patrol union. He said staff has been provided direction following that discussion.

13. ADJOURN

Motion made by Councilmember Wendling to adjourn.

Voting Aye: Councilmember Wendling, Councilmember Goodboe-Bisschoff, Councilmember Dircks, Mayor Nelson. Motion carried.

The meeting was adjourned at 8:18 PM.

Robert Nelson, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer