

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council Worksession was held on July 7, 2025 at the City Hall, 1301 81st Ave NE, Spring Lake Park, at 5:30 PM.

1. CALL TO ORDER

MEMBERS PRESENT

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

MEMBERS ABSENT

Councilmember April Moran

STAFF PRESENT

Police Chief Josh Antoine, Administrator Daniel Buchholtz

2. DISCUSSION ITEMS

A. Police Staffing Update and Leadership Structure Discussion

Chief Josh Antoine presented a proposal to create an Administrative Captain position within the Police Department. He stated that the department's two patrol sergeants are currently responsible for a wide range of administrative functions—such as coordinating training, managing community outreach, supervising programs, and overseeing technology systems—which limits their ability to provide on-street leadership. He noted that as the department continues to bring in newer officers, the need for real-time, first-line supervision has increased. He stated that the proposed Administrative Captain position would assume most of the administrative responsibilities, freeing up the sergeants to serve as true field supervisors. He said the position would also serve as second-in-command to the Chief, assist with incident command, coordinate department outreach, and support succession planning efforts.

Administrator Buchholtz presented funding options, including utilizing public safety aid, restructuring existing administrative roles and applying for a federal COPS Hiring grant. Chief Antoine cautioned that the grant is highly competitive. Administrator Buchholtz estimated that implementing the position would require a 2% increase in the property tax levy, not including one-time costs for vehicle and equipment. Councilmembers expressed interest in the concept, emphasized the importance of field supervision and succession planning, and requested financial modeling and pay scale comparisons ahead of the August 18 budget workshop.

B. Broadband Franchising Discussion

Administrator Buchholtz provided an update on the North Metro Telecommunications Commission's exploration of broadband franchising authority under Minnesota Statutes. He

explained that while federal law limits local control over broadband as a telecommunications service, the state's definition of a "cable communications system" is broad enough to potentially allow franchising of broadband providers, especially those offering video services. He said this approach would generate new revenue through franchise fees, ensure the restoration of public rights-of-way after construction, and create a mechanism to promote equitable broadband access citywide. Buchholtz recommended coordinating with NMTC to require franchise agreements as providers seek right-of-way permits. Councilmembers expressed no objections to the proposed direction and supported further exploration.

C. Board and Commission Openings

Administrator Buchholtz reported vacancies on the Planning Commission, Parks and Recreation Commission, and SBM Fire Board. He noted that a city newsletter article will promote the Planning and Parks Commission vacancies, while outreach for the Fire Board seat will be handled directly. Buchholtz encouraged Council input as soon as possible so a nomination can be brought forward.

3. REPORT

A. Council and Staff Reports - None

4. ADJOURN

The meeting was adjourned at 6:40pm.

Robert Nelson, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer