

## OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council Regular was held on December 4, 2023 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 Barbara Goodboe-Bisschoff  
Councilmember Lisa Dircks  
Councilmember April Moran  
Mayor Bob Nelson

#### STAFF PRESENT

Police Chief Josh Antoine, Public Works Director Terry Randall, Public Works Director George Linngren, Building Official Jeff Baker, Recreation Director Kay Okey, Attorney John Thames, Engineer Phil Gravel, Administrator Daniel Buchholtz

#### VISITORS

Peter Lindstrom	District 10 Councilmember	Metropolitan Council
Nedim Frlj	8401 Center Drive NE	Spring Lake Park

### 3. PLEDGE OF ALLEGIANCE

### 4. ADDITIONS OR CORRECTIONS TO AGENDA

None

### 5. DISCUSSION FROM THE FLOOR

#### A. Peter Lindstrom, District 10 Council Member, Metropolitan Council

Peter Lindstrom, District 10 Metropolitan Council Representative introduced himself. He stated tht the Metropolitan Council is in charge of nine waste water treatment plants, 600 miles of interceptor sewer that connects to city sewer systems, and water supply planning. He stated that the Metropolitan Council is also involved in transit and transportation planning, along with operating the largest Housing and Redevelopment Authority in the state. He said that the Metropolitan Council partners with 10 park agencies.

Mr. Lindstrom encouraged Councilmembers to get involved in commissions and participate in various committees.

Mayor Nelson inquired about the bus route going to Northtown and if the route could be changed so that a backup would not occur on University Avenue. He asked if there were any filters that could filter out pharmaceuticals from the treatment plants. Mr. Lindstrom stated that he would look into those two questions.

Councilmember Wendling inquired about the F-Line and how the MnDOT improvements will connect with the Metropolitan Council plans. Administrator Buchholtz stated that there have been meetings on the F-Line Implementation and the Hwy 47/Hwy 65 Pell Study. Administrator Buchholtz said the MnDOT has received funds to improve the dangerous intersections and that those improvements will be done in conjunction with the construction that Met Council is doing for the transit stations.

## 6. CONSENT AGENDA

- A. Approval of Minutes – November 20, 2023 City Council Work Session
- B. Approval of Minutes – November 20, 2023 Council Meeting
- C. Approval of SafeAssure Annual Contract
- D. Elect to Not Wave Monetary Limits on Municipal Tort Liability
- E. Public Right-of-Way Permit – CenterPoint Energy
- F. Contractor's Licenses
- G. Business Licenses

Motion made by Councilmember Wendling to approve the Consent Agenda.

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

## 7. DEPARTMENT REPORTS

### A. Public Works Report

Public Works Director Randall stated that staff is working on patching potholes. Director Randall commented that staff swept leaves at all the parks and hauled away 12- 30-yard dumpsters. Public Works Director Randall stated that two new dumpster enclosures were built onto the existing enclosure at City Hall, and the fuel tanks will be relocated into the existing enclosures.

### B. Code Enforcement

Building Official Baker reported that the first round of letters for rental renewals went out on November 15, 2023. He stated that 40 properties have registered for 2024. Building Official Baker said that 4 properties have not completed their 2023 inspections.

Building Official Baker gave an update on 7900 McKinley Street NE. He stated that the sheet rock has been installed. He stated that 8301 University Avenue, Take 5 Carwash is at a standstill. He stated that the contractor has asked for a Temporary CO.

## 8. PUBLIC HEARING

### A. Truth in Taxation Hearing

Motion made by Councilmember Wendling to open the public hearing.

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

Mayor Nelson opened the public hearing at 7:49 PM.

Administrator Buchholtz highlighted the changes in the 2024 Budget as follows:

- Proposed 2024 Levy is \$4,113.90, an increase of 3.72%.
- General Government levy increase is 3.80%.
- No change in debt service levy.
- General Fund revenues are anticipated to increase by 6.03%
- Overall General Fund spending is set to increase by 6.03%.
- City's tax rate will increase from 37.285% in 2023 to 37.752% in 2024.

Administrator Buchholtz reported that the changes in the budget include:

- City is self-financing capital equipment needs.
- Budget proposes increasing hours of part-time Recreation Office Support Specialist from 20 to 28 hours per week.
- Budget addresses inflationary increases such as salaries, benefits, fuel, increases in temporary salary ranges, printing and publication costs, and workers compensation insurance.
- Budget sets aside funds for Ash tree removals due to the Emerald Ash Borer Epidemic.

Mayor Nelson asked for public comments.

Nedjm Frlj, 8401 Center Drive NE stated that he had some concerns about his property tax increase and the high cost of the rental license fee. He asked who can he approach about the taxes. Administrator Buchholtz stated that the tax increase was due to a significant increase in his taxable market value. Buchholtz said that Mr. Frlj would need to contact City Assessor Ken Tolzmann to review his property value.

Building Official Baker explained that when the housing policy was changed in 2021, more rental codes were established, and the City's focus on fire and life safety issues became

very strong. He stated that inspections for interior and exterior increased, therefore more cost were incurred.

Motion made by Councilmember Wendling to close the public hearing.

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

Mayor Nelson closed the public hearing at 8:18 PM.

## 9. **ORDINANCES AND/OR RESOLUTIONS**

### A. Resolution 2023-44, Adopting Final 2023 Taxes Collectable in 2024

Administrator Buchholtz presented the proposed tax levy for 2024. He noted that the resolution established the general revenue levy of \$4,113,290. He noted an increase of 3.72% over the 2022, pay 2023 levy.

Administrator Buchholtz stated that from the General Revenue, \$3,823,887 will be used to fund general operations of the City, \$24,078 will support the 2022 Street Improvement Project, \$185,325 will support the Capital Improvement Plan and \$80,000 covers the repayment of the 2021A G.O. Improvement Bond.

Motion made by Councilmember Wendling to approve Resolution 2023-44, Adopting Final 2023 Taxes Collectable in 2024.

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

### B. Resolution 2023-45, Adopting 2024 General Fund Budget

Administrator Buchholtz presented the final proposed 2024 General Fund Budget, with revenues and expenditures set at \$5,341,466. He recommended approval of the 2024 General Fund Budget.

Motion made by Councilmember Dircks to approve Resolution 2023-45, Adopting 2024 General Fund Budget.

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

## 10. **NEW BUSINESS**

### A. Approve 2024 Public Utilities Budget

Administrator Buchholtz provided an overview of the proposed 2024 Public Utilities Budget. He stated that revenues and expenditures were increasing by 12.3% over 2023. He said the revenue increase is due to the implementation of the proposed rate structure from the 2023 Financial Management Plan for the Utility Fund. He reported that expenditures were driven by wages/benefits, utilities, insurance, Metropolitan Council Environmental Services treatment plant charges, and transfers out.

Administrator Buchholtz stated that that the storm water utility budget is anticipating \$104,864 in revenue. He said the storm water utility rate will increase to \$2.11/month per residential equivalency factor.

Motion made by Mayor Nelson to approve the 2024 Public Utilities Budget.

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

B. Approval of 2024-2028 Capital Improvement Plan

Administrator Buchholtz presented the 2024-2028 Capital Improvement Plan (CIP). He stated that the plan identifies \$19 million in projects over the next five years. He noted that this is a financial planning document and that approval of the plan does not mean approval of an individual project in the plan or the year in which a particular project will take place.

Administrator Buchholtz stated that upon approval of the CIP, the projects identified for implementation in 2024 will become the 2024 Capital Budget.

Motion made by Councilmember Dircks to approve the 2024-2028 Capital Improvement Plan.

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

C. Authorize Plans and Bidding for 2024 Seal Coat and Crack Repair Project

Engineer Gravel reviewed the streets for the 2024 construction project. The streets for 2024 include streets west of Monroe Street NE and north of 81<sup>st</sup> Avenue NE. The streets scheduled to be completed are streets that we last seal coated in 2017. Staff is recommending that the City Council authorize preparation of plans/specifications and bidding for the 2024 Seal Coat and Crack Repair project.

Motion made by Councilmember Wendling to Authorize Plans and Bidding for 2024 Seal Coat and Crack Repair Project.

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

## 11. REPORTS

### A. Attorney Report

None

### B. Engineer's Report

Report accepted as presented.

### C. Administrator Report

Administrator Buchholtz stated that a public hearing will be held on December 18, 2023 for the bond issuance. He stated that Bonds will be sold in March 2024.

Administrator Buchholtz commented that he and Deputy Clerk Brown met with an office furniture company to get quotes on the furnishings for the renovation. He stated that they will contact another company for an additional quote.

## 12. OTHER

### A. Correspondence

Administrator Buchholtz inquired of Councilmembers if they will be attending the LMC Elected Leaders Institute. He stated that if they which to attend to contact Deputy Clerk Brown and to include whether they will be attending the Friday night dinner and if so to include any dietary restrictions.

## 13. ADJOURN

Motion made by Councilmember Wendling to adjourn.

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

The meeting was adjourned at 8:37 PM.

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Robert Nelson, Mayor

Attest:

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Daniel R. Buchholtz, Administrator, Clerk/Treasurer