



CITY COUNCIL REGULAR AGENDA
MONDAY, MAY 04, 2026
CITY HALL at 7:00 PM

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. ADDITIONS OR CORRECTIONS TO AGENDA**
- 5. DISCUSSION FROM THE FLOOR**
- 6. CONSENT AGENDA**
 - [A.](#) Approval of Minutes - City Council Work Session - April 6, 2026
 - [B.](#) Approval of Minutes - City Council Meeting - April 6, 2026
 - [C.](#) Approval of Minutes - City Council Meeting - April 20, 2026
 - [D.](#) Mayor's Proclamation - Municipal Clerks Week - May 3-9, 2026
 - [E.](#) Mayor's Proclamation - Building Safety Month - May 2026
 - [F.](#) Mayor's Proclamation - National Police Week - May 10-16, 2026
 - [G.](#) Lions Temporary Liquor License - Tower Days
 - [H.](#) Approval of ROW Application - Xcel Energy - 331 Wyldwood Lane NE
 - [I.](#) Contractor's Licenses
- 7. DEPARTMENT REPORTS**
 - [A.](#) Public Works Report
 - [B.](#) Code Enforcement Report
- 8. ORDINANCES AND/OR RESOLUTIONS**
 - [A.](#) Resolution 2026-11, Identifying the Need for Funding to Complete the City's 2050 Comprehensive Plan Update and Authorizing an Application for Planning Assistance Grant Funds
 - [B.](#) Resolution 2026-12, A Resolution Authorizing Year-End Interfund Transfers Relating to Fund Closings, General Fund Surplus and Deficit Balances
- 9. NEW BUSINESS**
- 10. REPORTS**
 - A. Attorney Report
 - [B.](#) Engineer Report
 - C. Administrator Report
- 11. OTHER**
- 12. ADJOURN**

SEE REVERSE SIDE FOR RULES FOR PUBLIC HEARINGS
AND DISCUSSION FROM THE FLOOR

Individuals with disabilities needing auxiliary aid(s) may request assistance by contacting the Deputy City Clerk at 1301 81st Avenue NE, Spring Lake Park, MN 55432. Ph.763-784-6491 at least 48 hours in advance.

One or more City Councilmembers may participate in this meeting remotely using interactive technology, in compliance with the Minnesota Open Meeting Law.

RULES FOR DISCUSSION FROM THE FLOOR AND PUBLIC HEARINGS

DISCUSSION FROM THE FLOOR

- Discussion from the floor is limited to three minutes per person. Longer presentations must be scheduled through the Administrator, Clerk/Treasurer's office.
- Individuals wishing to be heard must sign in with their name and address. Meetings are video recorded so individuals must approach the podium and speak clearly into the microphone.
- Council action or discussion should not be expected during "Discussion from the Floor." Council may direct staff to research the matter further or take the matter under advisement for action at the next regularly scheduled meeting.

PUBLIC HEARINGS

The purpose of a public hearing is to allow the City Council to receive citizen input on a proposed project. This is not a time to debate the issue.

The following format will be used to conduct the hearing:

- The presenter will have a maximum of 10 minutes to explain the project as proposed.
- Councilmembers will have the opportunity to ask questions or comment on the proposal.
- Citizens will then have an opportunity to ask questions and/or comment on the project. Those wishing the comment are asked to limit their comments to 3 minutes.

In cases where there is a spokesperson representing a group wishing to have their collective opinions voiced, the spokesperson should identify the audience group he/she is representing and may have a maximum of 10 minutes to express the views of the group.

- People wishing to comment are asked to keep their comments succinct and specific.
- Following public input, Councilmembers will have a second opportunity to ask questions of the presenter and/or citizens.
- After everyone wishing to address the subject of the hearing has done so, the Mayor will close the public hearing.
- The City Council may choose to take official action on the proposal or defer action until the next regularly scheduled Council meeting. No further public input will be received at that time.

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 April 6, 2026 at the Spring Lake Park City Hall, 1301 81st Ave NE, at 5:30 PM.

1. CALL TO ORDER

Mayor Nelson called the meeting to order at 5:30pm.

MEMBERS PRESENT:

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

STAFF PRESENT:

Public Works Director George Linngren, Attorney Thames, Administrator, Clerk/Treasurer Daniel Buchholtz

OTHERS PRESENT:

| | | |
|--------------|--------------------------|---------------------|
| Kristi Cobbs | 8085 Jefferson Street NE | Spring Lake Park MN |
| Hayln Roth | | Spring Lake Park MN |

2. DISCUSSION ITEMS

A. Business Ordinance Updates (*Buchholtz*)

Administrator Buchholtz presented the remaining business ordinance updates, noting the primary goals were to modernize the City Code, improve clarity, and ensure alignment with current state law. Updates included minor organizational changes to the liquor ordinance; revisions to the tobacco ordinance to reflect state law changes emphasizing non-criminal, diversion-based penalties for minors; strengthened regulations for massage services with incorporation of sauna-related provisions; consolidation of pawnbroker and secondhand goods ordinances with enhanced transaction tracking requirements; updates to sexually oriented business regulations based on model standards; clarification of licensing and zoning requirements for used motor vehicle dealers; and cleanup of the license background check ordinance to remove outdated references and clarify procedures.

Councilmembers asked clarifying questions regarding enforcement, consistency with state law, and potential impacts on local businesses. Discussion generally focused on ensuring ordinances provide appropriate enforcement tools while avoiding unnecessary regulatory burden. No significant policy concerns were raised, and there was general consensus to proceed. The City Council directed the City Attorney to finalize the ordinance revisions for future formal consideration.

B. State Flag Discussion (Nelson)

Mayor Robert Nelson introduced the discussion regarding the potential display of the former Minnesota state flag in the City Council Chambers. He stated his opinion that the current flag was adopted without sufficient public input and expressed support for returning to the prior flag.

Councilmember Moran expressed concern that adopting a resolution to display the former flag could be perceived as a political statement and could negatively impact the City's reputation and relationships with state officials. She noted that the flag redesign process included over 3,000 design submissions and 30,000 public comments. Councilmember Dircks inquired about the timing of the discussion, noting that the new flag was approved approximately two years ago.

Councilmember Goodboe-Bisschoff stated she did not support a process governed by a small group appointed by the Governor without a vote of the public during a general election. Councilmember Dircks questioned how reverting to the former flag would differ from the process used by the state to adopt the current flag.

CONSENSUS of a majority of the Council was to direct staff to include a resolution regarding the display of the former Minnesota state flag on the April 6 City Council agenda.

3. REPORT**A. City Council and Staff Reports -- None****4. ADJOURN**

Mayor Nelson adjourned the meeting at 6:36 pm.

Robert Nelson, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council was held on April 6, 2026 at Spring Lake Park Community Center, 1301 81st Avenue N.E., 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

MEMBERS ABSENT

STAFF PRESENT

Building Official Jeff Baker, Public Works Director George Linngren, Sergeant Karen Fiske, Attorney John Thames, Administrator Daniel Buchholtz

VISITOR

| | | |
|-----------------------|--------------------------------|---------------------|
| Tim Dorway | 6053 Highway 212E | Chaska MN |
| Halyn Roth | 7914 Able Street NE | Spring Lake Park MN |
| Scott Hall | 8429 Sunset Road NE | Spring Lake Park MN |
| Derek Schnod | 8090 Hayes Street NE | Spring Lake Park MN |
| Kristi Cobbs | 8085 Jefferson Street NE | Spring Lake Park MN |
| Konstantine Ebralidze | 8380 Palm St NW | Coon Rapids MN |
| Ryan Hardin | 15681 Andrie St NW | Ramsey MN |
| Johnathon Rehlander | 615 57 th Avenue NE | Fridley MN |
| Tom Berquist | 8333 & 8365 Sunset Road NE | Spring Lake Park MN |

3. PLEDGE OF ALLEGIANCE

4. ADDITIONS OR CORRECTIONS TO AGENDA - None

5. DISCUSSION FROM THE FLOOR

Haylen Roth, 7914 Able Street NE, spoke to the council to express frustration with the City Council's focus on a resolution to fly the former Minnesota State flag. Mr. Roth argued that the old flag was replaced because many Minnesotans, including Indigenous communities, found it offensive, and that the state engaged in a lengthy public process before adopting a new, more inclusive design. Mr. Roth characterized the Mayor's resolution as a performative distraction

from real city business and urged the council to either display the current official state flag or not fly a state flag at all. He criticized the Mayor's behavior and language as unprofessional, stating that lack of formal education is not an excuse. Mr. Roth concluded by asking the Council to table the resolution and return to addressing substantive issues facing Spring Lake Park.

Kristi Cobbs, 8035 Jefferson Street NE, addressed the City Council to express her continued concern regarding recent council actions. She referenced her earlier remarks about the Council's decision not to acknowledge the impacts of Operation Metro Surge and stated that she is again disappointed—this time with the ongoing discussion surrounding the Minnesota state flag. Ms. Cobbs stated that the conversation reflects broader issues of whose voices and experiences are valued and recognized within the city. She emphasized the importance of fostering trust and community connection and expressed concern that consideration of the former state flag moves the city in the opposite direction. Ms. Cobbs noted that, as Councilmember Moran previously explained, flying the old flag carries significant implications. She stated that she wants to live in a city that regards diversity as an asset and shared that others in the community feel similarly. Ms. Cobbs concluded by questioning how residents would react to three councilmembers deciding about the flag after some members had criticized the small number of state officials involved in adopting the new design.

Derek Schnod, 8090 Hayes Street NE, addressed the council to express concern about the ongoing discussion regarding the Minnesota state flag. He emphasized his preference for maintaining the democratic decision made at the state level regarding the new flag. He concluded by stating his support for continuing to display the officially adopted state flag.

6. CONSENT AGENDA

- A. Approval of Minutes – March 2, 2026 City Council Meeting
- B. Approval of Minutes – March 16, 2026 City Council Meeting
- C. Mayor's Proclamation – Kraus Hartig VFW 80th Anniversary Month – April 2026
- D. Mayor's Proclamation – Volunteer Month – April 1 - April 30, 2026
- E. Approval of Right of Way Application = Xcel Energy – 8350 Fillmore Street NE
- F. Contractor's 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 George Linngren provided an operations update for the month of March. He reported that the department successfully managed a significant snowstorm

despite being short-staffed, receiving positive feedback from the community. He stated that second-quarter water meter readings were completed and billing was issued by the end of the month. Director Linngren noted that the 2025 Consumer Confidence Report on water quality is now available on the city's website.

Director Linngren stated that ongoing projects include tree trimming, street sweeping beginning in the upcoming sealcoat areas, and preparation for citywide sweeping for pollution control. He also addressed resident concerns regarding grass damage caused during winter plowing, explaining the challenges of locating curbs during heavy snowfall and assuring the public that all damaged sod will be repaired with black dirt and seed. He emphasized that the Department is operating with limited staff until seasonal employees begin in June and asked residents for patience as repairs and maintenance continue.

B. Code Enforcement Report

Building Official Baker provided an update on code enforcement and construction activity. He noted that March's snowfall created challenges for scheduling roof inspections, requiring significant rescheduling once warmer temperatures returned. He thanked the Mounds View Building Official for providing coverage during his absence. He reminded residents that Spring Lake Park operates under a reactive code-enforcement model and encouraged the public to report concerns or nuisance issues.

Building Official Baker reported that Melt and Dip received its final Certificate of Occupancy pending completion of remaining items with Anoka County Health. He stated that a Certificate of Occupancy was also issued for the new 24-hour laundromat at 8181 University Avenue, which has now opened.

8. PUBLIC HEARINGS

A. Improvement Hearing – 2026 Street Improvement Project

1. Resolution 2026-17, Ordering Improvement and Preparation of Plans – 2026 Street Improvement Project

City Engineer Phil Gravel presented an overview of the 2026 Street Improvement Project and summarized the purpose, scope, cost, assessments, and proposed schedule. He noted that the project area includes Plaza Boulevard, Theron Terrace, Center Drive, Sunset Road, and a small portion of the Highway 10 service road. He reported that the existing pavement shows significant surface failures, cracking, and spalling. He said the utilities beneath the streets are in good condition, with no sanitary sewer or water main work needed; only minor storm sewer inlet repairs are planned.

Engineer Gravel explained that the project consists of milling the top two inches of pavement, performing base patching where needed, replacing limited areas of settled curb, and placing a new two-inch bituminous surface. He stated that the estimated total project cost is \$577,200, with \$75,608 funded by the City and \$501,592 proposed to be

assessed to benefiting properties in accordance with the City's 1998 assessment policy. He noted the estimated assessments are \$2,456.25 per single-family residential parcel or \$59.57 per front foot for non-residential properties.

Engineer Gravel outlined the project schedule, noting that if the Council authorizes the project following the public hearing, plans will be prepared and bids solicited. He said the final assessments would then be adjusted based on bid prices and presented at a subsequent public hearing in June, prior to any contract award.

Mayor Nelson made a motion 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 opened at 7:31 PM.

Scott Hall, 8429 Sunset Road, addressed the Council regarding the proposed street improvement assessments. He noted that the street pictured in the presentation is directly adjacent to his home and is heavily used by nearby businesses, with an estimated 100 vehicles parked along it at most times. He also referenced high traffic volumes from a nearby church, particularly on Wednesdays, Saturdays, and Sundays, as well as frequent cut-through traffic between 85th Avenue and businesses along the frontage road. Hall stated that large trucks and semis regularly use the street from early morning to evening. He urged the Council to consider that the majority of traffic on the street is generated by commercial and non-resident use rather than by the small number of homeowners, and asked that this be considered when determining assessment amounts for residents.

Engineer Phil Gravel provided further clarification regarding the City's assessment policy. He noted that single-family residential properties are assessed at only 45% of the actual project cost, with the City covering the remaining portion. He also referenced a table in the feasibility report comparing current proposed assessments to prior years. He stated that the estimated assessment for 2026 is approximately \$2,450 per parcel, which is consistent with past project assessments. He highlighted that assessments have varied over time depending on bid results, with recent per-parcel amounts including about \$1,800 in 2023, \$2,300 in 2024, and earlier years ranging from \$2,700 to \$3,200. Engineer Gravel emphasized that the proposed 2026 rate aligns with historical assessment levels.

Tom Berquist, representing Aggressive Industries at 8333 & 8365 Sunset Road, stated that his business has long experience with special assessments, having been located in the area since 1977. He asked the Council to clarify what payment terms are planned for the upcoming assessments.

Administrator Buchholtz explained the City's standard assessment payment terms. He noted that assessments are typically spread over a 10-year period with a nominal interest

rate. He stated that property owners may pay the full assessment within 30 days of adoption without incurring interest, and assessments may be paid off early at any time with no penalty. In response to a question, he clarified that there is no additional discount for early payment beyond avoiding interest charges.

Mayor Nelson made a motion 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 closed at 7:43 PM.

Motion made by Councilmember Wendling to approve Resolution 2026-17, Ordering Improvement and Preparation of Plans – 2026 Street Improvement Project.

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

9. ORDINANCES AND/OR RESOLUTIONS

A. Ordinance 507, Approving a Planned Unit Development Overlay to Allow a Cannabis Cultivation Operation at 8478 and 8480-8492 Central Avenue NE

Administrator Buchholtz presented a Planned Unit Development (PUD) application submitted by the City to allow an indoor cannabis cultivation operation within a commercial building located at 8478 and 8480–8492 Central Avenue. He explained that the property, owned by the City and zoned C-1 Shopping Center Commercial, currently contains a cannabis dispensary, a tobacco shop, a restaurant, and a vacant former pawn shop space. He said the proposal would permit the dispensary operator to lease the vacant space for cannabis cultivation, a use otherwise allowed only in the I-1 Light Industrial district.

Administrator Buchholtz noted that the City acquired the property as part of a long-term redevelopment strategy and that existing leases run through 2033. He said the cultivation use is intended as an interim measure until redevelopment proceeds, though it may continue longer if leases are extended and the use remains compliant.

Administrator Buchholtz reviewed the purpose of the PUD ordinance, which allows flexibility in land use and development when public benefits are demonstrated. He stated that the proposal meets the intent of the ordinance.

Administrator Buchholtz reported that the Planning Commission held a public hearing on March 23, 2026, during which no public comments were received, and the Planning Commission unanimously recommended approval with specific performance standards. He said these standards require compliance with applicable city code provisions, odor control

through appropriate ventilation, adherence to state-mandated security and video surveillance requirements, proper handling and storage of chemicals, compliance with building, electrical, mechanical, and fire codes, and maintenance of all required state cannabis licenses. He said the standards also ensure reasonable access for regulatory agencies, including the Minnesota Office of Cannabis Management and the Spring Lake Park Police Department.

Motion made by Councilmember Goodboe-Bisschoff to approve Ordinance 507, Approving a Planned Unit Development Overlay to Allow a Cannabis Cultivation Operation at 8478 and 8480-8492 Central Avenue NE.

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

B. Resolution 2026-13, Authorizing Summary Publication of Ordinance 507, An Ordinance 507, An Ordinance Approving a Planned Unit Development Overlay to Allow a Cannabis Cultivation Operation at 8478 and 8480-8492 Central Avenue NE

Mayor Nelson explained that the action before the Council simply authorizes the City to publish a summary of the Ordinance in the City's official newspaper. He noted that ABC Newspapers serves as the City's legally required official publication.

Motion made by Mayor Nelson to approve Resolution 2026-13, Authorizing Summary Publication of Ordinance 507, An Ordinance Approving a Planned Unit Development Overlay to Allow a Cannabis Cultivation Operation at 8478 and 8480-8492 Central Avenue NE.

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

C. Resolution 2026-14, Approving a Conditional Use Permit for 8421 Center Drive NE, Suite B

Planner Evan Monson of Stantec presented a Conditional Use Permit (CUP) request to allow a retail use within the I-1 Light Industrial zoning district. He explained that the applicant operates a workforce training program focused on retail business operations and intends to sell overstock and returned items from large retailers. He said the west portion of the leased building would be used for retail sales, while the remaining space would function as storage and warehousing.

Planner Monson noted that retail uses are allowed in the I-1 district only through a CUP, and he reviewed the applicable criteria outlined in the staff report. He said the Planning Commission held a public hearing on the request, during which no public comments were received. He stated that the Commission discussed parking limitations on the site but observed that previous and current tenants have successfully managed parking arrangements with the property owner. He noted that the Planning Commission ultimately recommended approval with conditions.

Planner Monson outlined the options before the Council, including approval with or without conditions, denial with findings, or tabling the request. He summarized the Planning Commission's recommended conditions: the retail use must operate in accordance with the submitted plans; any changes would require an amendment to the CUP; off-street parking is limited to stalls designated by the property owner; the applicant must obtain all necessary permits; the use must comply with all applicable regulations; and all required fees and escrows must be paid.

Motion made by Mayor Nelson approve Resolution 2026-14, Approving a Conditional Use Permit for 8421 Center Drive NE, Suite B with the conditions set forth by the Planning and Zoning Commission.

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

D. Resolution 2026-15, Approving an Interim Use Permit for 8375 Sunset Road NE

Planner Monson of Stantec presented two related requests for the property at 8375 Sunset Road NE: An Interim Use Permit (IUP) for vehicle sales and a Conditional Use Permit (CUP) for vehicle repair and maintenance. He explained that the same business is seeking both approvals, as the I-1 Light Industrial zoning district allows vehicle sales only as an interim use and repair/maintenance as a conditional use.

Planner Monson noted that the property is approximately three-quarters of an acre, contains an existing building, and includes outdoor parking and storage areas. He said the applicant intends to acquire the site, expand their existing Blaine business, and revitalize the building to include office space, an indoor display area for vehicles for sale, and a repair area on the east side of the building.

Planner Monson reviewed the approval criteria for both IUPs and CUPs, which are outlined in the staff report. He stated that the Planning Commission held a public hearing at its March 23, 2026 meeting and reviewed the applicant's business plans, and discussed proposed site improvements. He noted that the Planning Commission recommended approval of both permits, subject to conditions included in the resolutions before the Council.

Planner Monson outlined the Council's options: approve either permit with findings and conditions, deny with findings, or table the requests for further discussion.

Councilmember Goodboe-Bisschoff inquired about the fencing. She asked if the chain link fence would be changed since the business abuts residential? Planner Monson stated that the applicant plans to replace the fence with an opaque slatted fence in its place.

Motion made by Councilmember Wendling to approve Resolution 2026-15, Approving an Interim Use Permit for 8375 Sunset Road NE.

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

E. Resolution 2026-16, Approving a Conditional Use Permit (CUP) for 8375 Sunset Road NE

Motion made by Councilmember Wendling to approve Resolution 2026-16, Approving a Conditional Use Permit (CUP) for 8375 Sunset Road NE.

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

F. Resolution 2026-18, Accepting Twins Fields for Kids Grant, Appropriating Matching Funds, and Authorizing Execution of Grant Agreement

Administrator Dan Buchholtz requested Council authorization to begin planning drainage improvements at Terrace Park. He explained that persistent wet conditions in the outfield limit the park's usability. He said the proposed project includes extending a 12-inch perforated storm sewer from the existing basin near the warming house and installing approximately 450 feet of 4-inch perforated drain tile to collect and convey water from poor-draining soils.

Administrator Buchholtz stated that the estimated project cost is \$52,500. He noted that the City has secured a \$15,000 Twins Community Fund grant to support the work, with the remaining \$37,500 to be funded through the Park Acquisition and Improvement Fund. He highlighted several benefits of the project, including earlier spring field availability, fewer weather-related delays for youth athletics and community use, and improved conditions following rain events. He noted that Terrace Park's soil composition makes it unusually prone to saturation compared to other city parks.

Administrator Buchholtz added that improved drainage would make Terrace Park a viable location for hosting Tower Days in 2027, an option strongly supported by the Tower Days Committee and the Spring Lake Park Lions. He said the current wet conditions have previously prevented festivals due to the risk of field damage.

Administrator Buchholtz recommended that the Council approve Resolution 2026-18, which would accept the Twins Community Fund grant, authorize the required matching funds for the drainage project at Terrace Park, and permit the Mayor and Administrator to execute related agreements on behalf of the City.

Motion made by Mayor Nelson to approve Resolution 2026-18, Accepting Twins Fields for Kids Grant, Appropriating Matching Funds, and Authorizing Execution of Grant Agreement.

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

G. Resolution 2026-19, Directing the Display of the Former Minnesota State Flag in the City Council Chambers and Authorizing its Use at City Facilities

Councilmember Moran clarified that the matter under discussion was not political from all sides, but rather that the political nature originated from only one side. She noted that many residents do not support the issue, referencing multiple emails received in opposition and public comments expressing similar concerns.

Councilmember Dircks expressed concern that three councilmembers were attempting to move forward with the matter on only four days' notice to residents. She noted that the original complaint raised during the work session was a lack of input in the state-level decision, yet community members have indicated they were aware of and voted on that measure.

Councilmember Dircks questioned the timing of revisiting the issue two years later and stated that the council should not impose a decision supported by only three members. She emphasized that all public input received to date, both by email and in person, has been in opposition, and asked why supporters had not come forward if there was strong community backing.

Councilmember Goodboe-Bisschoff stated that the decision regarding the flag should not have been made by an appointed state board and expressed the belief that the issue should have been decided through a general election. She noted having raised this concern two to three years earlier and reiterated that the matter was too important to have proceeded without a public vote.

Motion made by Mayor Nelson to approve Resolution 2026-19, Directing the Display of the Former Minnesota State Flag in the City Council Chambers and Authorizing its Use at City Facilities.

Voting Aye: Councilmember Wendling, Councilmember Goodboe-Bisschoff, Mayor Nelson
Voting Nay: Councilmember Dircks, Councilmember Mora. Motion carried 3-2.

10. NEW BUSINESS

A. Approval of Lease Agreement with True North Green LLC for 8480 Central Avenue NE

Administrator Buchholtz reported that, following multiple closed-session discussions, the council had directed staff to prepare a lease agreement with True North Greens for the property at 8480 Highway 65 NE, formerly the pawn shop building. He said the lease would enable the company to operate a cannabis cultivation facility at that location.

Mayor Nelson expressed full agreement with moving forward, noting that previous delays were due to logistical issues such as how to divide the space and address plumbing needs.

He emphasized that approving the lease is in the city's best interest, both to comply with the new state cannabis laws and to address challenges many cities are facing. He pointed out that the situation is somewhat unique because the property involved is city-owned, unlike other cases where private businesses rent space independently. Mayor Nelson also reaffirmed that the Council had agreed the city would not operate its own cannabis retail business.

Motion made by Councilmember Wendling for Approval of Lease Agreement with True North Green LLC for 8480 Central Avenue NE.

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

B. Award Bid for 2026 Street Seal Coat and Crack Repair Project

Engineer Gravel explained that the item presented was the city's annual street maintenance project. He stated that Public Works has already begun preliminary work, such as street sweeping in the project area. He said that three bids were received in March from the primary contractors operating in the state, with the lowest bid submitted by Asphalt Surface Technologies Corporation at \$163,643.00. Engineer Gravel stated that if the bid is awarded, construction would begin after Tower Days and the area-wide garage sale to avoid disruptions.

Motion made by Councilmember Wendling to Award Bid for 2026 Street 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 Report - Accept report as submitted
- C. Administrator Report - None

12. OTHER

Mayor Nelson gave an update on the Beyond Yellow Ribbon initiative.

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 8:28 PM.

Robert Nelson, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council Regular was held on April 20, 2026 at Spring Lake Park Community Center, 1301 81st Avenue N.E., 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 Robert Nelson

MEMBERS ABSENT

STAFF PRESENT

Police Chief Josh Antoine, Parks and Recreation Director Anne Scanlon, Attorney John Thames, Engineer Phil Gravel, Deputy City Clerk Wanda Brown

VISITORS

| | | |
|----------------------|--------------------------------|------------------|
| Fire Chief Dan Retka | SBM Fire Department | Spring Lake Park |
| Kristi Cobbs | 8085 Jefferson Street NE | Spring Lake Park |
| C. Meyer | 459 81 st Avenue NE | Spring Lake Park |
| Kristen Larson | 451 Maple Street NE | Spring Lake Park |

3. PLEDGE OF ALLEGIANCE

4. ADDITIONS OR CORRECTIONS TO AGENDA – None

5. DISCUSSION FROM THE FLOOR

Kristi Cobbs, 8085 Jefferson Street NE, addressed the council to express concerns about recent city decision-making processes. She noted that two recent issues—the council’s statement regarding ICE enforcement and the decision about the flag—both passed on 3–2 votes, which she felt did not reflect the views of many residents. Ms. Cobbs highlighted community worries regarding federal immigration enforcement and stated that some council members appeared unaware or unwilling to acknowledge related local impacts. She emphasized that city government is nonpartisan and urged the council to represent community interests rather than personal or political beliefs. She asked the council to use respectful and inclusive language, to

improve how resident input is considered, and to work toward decisions that better reflect the full community.

6. PRESENTATION

A. SBM Fire Department Quarterly Report – Chief Retka

Fire Chief Retka provided a comprehensive quarterly update on SBM Fire Department operations. He reported that SBM's service area expanded on January 1 with the addition of Circle Pines and Centerville, increasing coverage to approximately 106,000 residents. He stated that call volume continues to rise, with 874 calls in the first quarter of 2026, with a significant increase in overlapping calls. He reviewed improvements in response times resulting from fully staffed stations in Spring Lake Park, Blaine, and Circle Pines, noting that SBM remains well below the national seven-minute standard.

Chief Retka presented data on incident types, highlighting a continued decline in significant fires due to faster response times and an increase in public service and alarm-related calls. He also described regional growth trends, including rising call density in northeast Blaine, which supports long-term planning for a future fire station in that area.

Chief Retka highlighted the contributions of SBM's Fire Corps volunteers, he said their role in rehab and care operations, and the department's growing leadership in regional training. He stated that SBM now leads multiple county training academies and has contracts to support promotional processes and officer training for departments including Saint Paul and Brooklyn Park.

Chief Retka also updated the council on recent developments with the Lexington Fire Department. He said following severe staffing shortages, Lexington Fire was taken offline, and SBM is currently providing full coverage under an administrative contract while a long-term agreement is developed.

Chief Retka gave a review of SBM's financial performance. He emphasized that SBM continues to provide high-quality service at one of the lowest per-capita costs in the state, supported by efficient operations, regional partnerships, and diversified revenue sources. Strategic equipment reductions, staffing stability, and safety improvements—such as zero lost-time injuries and reduced workers' compensation costs—were also noted.

6. CONSENT AGENDA

- A. Approval of March Claims List – General Disbursement #26-05 - \$446,384.23
- B. Mayor's Proclamation – Administrative Professionals Day – April 22, 2026
- C. Mayor's Proclamation – Loyalty Day – May 1, 2026
- D. Revenue and Expenditure Report – March 2026
- E. Statement of Fund Balance – March 2026
- F. Application and Certification for Payment #14 – City Hall Renovation/Expansion Project

- G. Approval of Right of Way Application – CenterPoint Energy
- H. Contractor’s License

Motion made by Councilmember Wendling to approve Consent Agenda.

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

8. DEPARTMENT REPORTS

A. Police Report

Police Chief Antoine reported that the Police Department responded to 728 calls for service in March 2026, compared to 849 calls in March 2025, reflecting a decrease partly attributed to ongoing training and fewer traffic stops.

Chief Antoine stated that School Resource Officer (SRO) Smith handled nine calls for service at the High School and Park Terrace Elementary, 16 student contacts, 23 miscellaneous escorts and calls, and 13 follow-up investigations related to school matters. He noted that Detective Imig spent much of the month training incoming SRO Smith.

Chief Antoine stated that Detective Imig managed 23 cases, including 19 felonies, 2 gross misdemeanors, and 4 misdemeanors. He stated that Detective Imig is monitoring multiple forfeiture cases, some extending two or three years through the judicial system, and he completed interrogation/interview training for detectives.

Chief Antoine reported a busy month of administrative and professional activities. He stated that he completed administrative training on the Tyler RMS and CAD systems, which are expected to streamline reporting and dispatch workflows. He noted that the department’s new policy application, recently approved by the City Council, will reduce costs by approximately half compared to the previous policy system.

B. Parks and Recreation Report

Director Scanlon reported on the continued progress at Sanburnol Park, where the Park Crew is installing fourteen new raised community garden beds constructed in partnership with Spring Lake Park High School. She noted that the Parks Department is still awaiting updates on the CDBG grant.

Director Scanlon said that planning for Music in the Park has been finalized, and this year will include the Department’s first partnership with the City of Mounds View. She said The Relish Brothers, a student-run hot dog cart business, will provide concessions for three of the six scheduled concert nights.

Director Scanlon stated that 38 classes and programs were offered during March. She said of those events included a Teen Night at a Timberwolves game with participation from Spring Lake Park, Mounds View, and Arden Hills; a spring break camp at Able Park; a day trip to the Mille Lacs Indian Museum and Casino; and a day trip to an Elvis performance. She stated that the annual Easter Egg Hunt drew more than 200 participants.

Director Scanlon said preparation for Tower Days is underway with new family-focused and interactive activities planned. She noted that the festival will feature “Ninja Anywhere,” an American Ninja Warrior–style obstacle course. She said that the Tower Days buttons were designed by local youth Nolan Zugler (age 10) and Alexander Boji.

Director Scanlon reported significant growth in the department’s marketing reach. She noted that the recent digital billboard advertising on Highway 65 featured four rotating ads displayed for two weeks, running at least once per minute. She made note of the Department’s strong social media engagement, with Facebook posts reaching over 8,000 views in the past two to three months.

Director Scanlon announced two upcoming community initiatives. She stated that on May 7, the department will host a Plant and Garden Swap in the City Hall parking lot, inviting residents to exchange tools, plants, and clippings. She said the Soil and Sunshine Garden Club will participate in the event. She stated that the Earth Day Cleanup will take place at Able Park on Saturday, April 25, offering another opportunity for residents to engage in reuse and sustainability efforts.

9. ORDINANCES AN/OR RESOLUTIONS

A. Resolution 2026-20, Affirming the NMTC as the Broadband Franchising Authority for the City

Attorney Thames stated that the NMTC partners are requesting an explicit designation from the City, formally appointing them as the City’s negotiator for the related contracts.

Motion made by Councilmember Goodboe-Bisschoff to approve Resolution 2026-20, Affirming the NMTC as the Broadband Franchising Authority for the City.

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

B. Resolution 2026.21, Approving Plans and Specifications and Ordering Advertisement for Bids – 2026 Street Improvement Project

Engineer Gravel reported that the next step in the street project is ready for council action. He said he is asking the City Council to approve the resolution to move the project forward.

He noted that the bids will be received on May 11, and the council will review the bid numbers once they are available.

Motion made by Mayor Nelson to approve Resolution 2026-21, Approving Plans and Specifications and Ordering Advertisement for Bids – 2026 Street Improvement Project.

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

10. NEW BUSINESS

A. Purchase Police Chief Squad

Chief Antoine explained that the department typically purchases unmarked squad cars every eight to ten years as included in the Capital Improvement Plan (CIP). He said due to the addition of the new captain position, an additional unmarked squad car is needed this year.

Chief Antoine stated that the current 2017 Dodge Ram police reserve truck is nearing the end of its service life. He said the department has received a high trade-in offer of \$20,000. Chief Antoine recommended trading in the truck at the dealership providing the best value, pending council approval.

Chief Antoine said to meet operational needs, the department proposes retaining the 2021 Charger for the reserve program and purchasing a new unmarked chief's squad. Chief Antoine requested approval for the truck's trade-in value plus up to \$19,000.00 to cover the vehicle purchase and necessary squad equipment, noting that unmarked squads still require lights, sirens, and response capabilities. He said the existing equipment from the truck can be reused in the new squad. He noted that the purchase is already budgeted within the five-year CIP.

Motion made by Councilmember Wendling to approve the Purchase of Police Chief Squad.

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

B. Consider Approval of the Appointment of a Seasonal Community Service Officer (CSO) Position as a Pathway to Sworn Officer Upon POST Licensure

Chief Antoine updated the Council on the Department's recent hiring process. He reported that all applications and interviews have been completed and a top candidate has been identified. He recommended offering the candidate a seasonal Community Service Officer (CSO) position while they complete required police skills training in June and prepare for the POST licensing exam in August.

Chief Antoine proposed a seasonal CSO role that would allow the Department to begin training the candidate early and secure their employment prior to full licensure. He stated the position would be limited to 100 working days, consistent with other seasonal city roles, and would end if the candidate does not complete licensing requirements. He said the funding for the position is available within the current budget due to a recent officer resignation. Chief Antoine stated that upon successful completion of the POST exam, the candidate would then be promoted into a full-time police officer position.

Motion made by Mayor Nelson to approve the Appointment of a Seasonal Community Service Officer (CSO) Position as a Pathway to Sworn Officer Upon POST Licensure.

Voting Aye: Councilmember Wendling, Councilmember Goodboe-Bisschoff, Councilmember Dircks, Councilmember Moran, 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 - None

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 8:11 PM

Robert Nelson, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer



**MAYOR'S PROCLAMATION
MUNICIPAL CLERKS WEEK
MAY 3-9, 2026**

WHEREAS, the Office of the Municipal Clerk, a time-honored and vital part of local government, has existed since the earliest days of organized governance and continues to serve as a cornerstone of democratic administration; and

WHEREAS, Municipal Clerks are entrusted with maintaining official City records, preserving legislative history, administering elections, ensuring compliance with state and local laws, and supporting transparency and public access to government; and

WHEREAS, Municipal Clerks play a critical role in the democratic process by conducting fair and accurate elections and by serving as a reliable source of information for residents, elected officials, and staff; and

WHEREAS, the professional contributions of Municipal Clerks require expertise, dedication, integrity, and a strong commitment to public service; and

WHEREAS, Municipal Clerks Week is celebrated annually during the first full week of May to recognize the essential services provided by Municipal Clerks and to increase public awareness of their important role in local government.

NOW, THEREFORE, I, Robert Nelson, Mayor of the City of Spring Lake Park, do hereby proclaim the week of May 3 through May 9, 2026 as

MUNICIPAL CLERKS WEEK

in the City of Spring Lake Park, and further recognize the accomplishments and dedication of our Administrator, Clerk/Treasurer, Daniel Buchholtz and Deputy Clerk Wanda Brown, and to express appreciation for their service to the community.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Spring Lake Park to be affixed this 4th day of May, 2026.

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, Administrator



**MAYOR'S PROCLAMATION
BUILDING SAFETY MONTH
MAY 2026**

WHEREAS, Building Safety Month is observed each May to raise awareness about the importance of safe and resilient construction practices that protect lives and property; and

WHEREAS, modern building codes and standards, as developed and promoted by organizations such as the International Code Council, are essential to ensuring structures are designed and constructed to withstand natural and human-caused hazards; and

WHEREAS, the City of Spring Lake Park is committed to safeguarding the public through the enforcement of building codes, plan review, inspections, and permitting processes that ensure safe construction and maintenance of buildings; and

WHEREAS, Building Safety Month 2026 is themed “*Game On!*”, highlighting the importance of teamwork, preparedness, and strong building safety practices in creating resilient communities; and

WHEREAS, Building Safety Month serves as an opportunity to recognize the critical role of building officials, inspectors, plan reviewers, engineers, architects, contractors, and others in maintaining a safe built environment.

NOW, THEREFORE, I, Robert Nelson, Mayor, of the City of Spring Lake Park, do hereby proclaim the month of May 2026 as

BUILDING SAFETY MONTH

in the City of Spring Lake Park and do hereby express the community’s appreciation to Building Official Jeff Baker, Housing/Code Enforcement Officer Ethan Wirtz and Permit Technician Kristine Pearson for their efforts in ensuring the construction of high-quality buildings within the city.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Spring Lake Park to be affixed this 4th day of May, 2026.

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator



**MAYOR'S PROCLAMATION
NATIONAL POLICE WEEK
MAY 10-16, 2026**

WHEREAS, National Police Week is observed each year in May to honor law enforcement officers who have given their lives in the line of duty and to recognize the service and sacrifice of those who continue to protect our communities; and

WHEREAS, during this week, communities across the nation pay tribute to the courageous men and women who serve in law enforcement and who work tirelessly to preserve peace, enforce the law, and safeguard the rights of all residents; and

WHEREAS, the members of the Spring Lake Park Police Department demonstrate a steadfast commitment to public safety through professionalism, integrity, and dedication to service; and

WHEREAS, law enforcement officers face significant risks and challenges in the performance of their duties, often placing themselves in harm's way to protect others; and

WHEREAS; it is appropriate to recognize the important role that law enforcement plays in maintaining safe and secure communities and to express appreciation for their service and sacrifice.

NOW, THEREFORE, I, Robert Nelson, Mayor of the City of Spring Lake Park, do hereby proclaim the week of May 10 through May 16, 2026 as

NATIONAL POLICE WEEK

in the City of Spring Lake Park, and encourage all residents to observe this week with respect and gratitude for the men and women who serve in law enforcement and to honor those who have made the ultimate sacrifice in the line of duty.

Dated this 4th day of May, two thousand twenty six.

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, Administrator,
Clerk/Treasurer



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division
445 Minnesota Street, Suite 1600, St. Paul, MN 55101
651-201-7507 TTY 651-282-6555
**APPLICATION AND PERMIT FOR A 1 DAY
TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

| | | | |
|------------------------------------|--|--|---|
| Name of organization | Date of organization | Tax exempt number | |
| Spring Lake Park Lions Club | | 41-1340927 | |
| Organization Address (No PO Boxes) | City | State | Zip Code |
| 8433 Center Drive | Spring Lake Park | MN | 55432 |
| Name of person making application | Business phone | Home phone | |
| Amanda Jackson | 763-286-5039 | | |
| Date(s) of event | Type of organization | <input type="checkbox"/> Microdistillery | <input type="checkbox"/> Small Brewer |
| June 5th & 6th 2026 | <input type="checkbox"/> Club <input checked="" type="checkbox"/> Charitable | <input type="checkbox"/> Religious | <input type="checkbox"/> Other non-profit |
| Organization officer's name | City | State | Zip Code |
| Ryan Julien | Blaine | MN | 55434 |
| Organization officer's name | City | State | Zip Code |
| Shelly Barrett | Spring Lake Park | MN | 55432 |
| Organization officer's name | City | State | Zip Code |
| Cathy St. Martin | Spring Lake Park | MN | 55432 |

Location where permit will be used. If an outdoor area, describe.

Lake Side Lions Park in Spring Lake Park. Outdoor park, beer trailer will be set up near the boat house building.

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

Capitol Beverage Rep. Alex Miller
295 State St, St Paul, MN 55107

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

West Bend Insurance Company Policy #A169483 09 \$550,000
1900 S 18th Ave West Bend Wi 53095

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

| | |
|--|---|
| City or County approving the license | Date Approved |
| Fee Amount | Permit Date |
| Event in conjunction with a community festival <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | City or County E-mail Address |
| Current population of city | |
| Please Print Name of City Clerk or County Official | Signature City Clerk or County Official |

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event

No Temp Applications faxed or mailed. Only emailed.

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.

PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US



Public Right of Way Application

Applicant Information:

Name of Company: Xcel Energy

Address: 825 RICE ST.

City/State/ZIP: ST. PAUL, MN 55117

Phone Number: 612-430-1050

Fax Number: _____

Email Address: Markus.G.Franz@xcelenergy.com

Representatives Name: Markus Franz

Project Information:

Project Name: CSC/CNC71/342 81ST AVE NE/RECONDUCT

Project Address/Location: 331 Wyldwood Ln NE

City/State/ZIP: Minneapolis, MN 55432

Parcel Number(s): _____

Description of Work and restoration plan: (Attach additional pages if necessary)

Duration of the Right of Way:

Start Date: 06/29/2026

End Date: 07/31/2026

The City of Spring Lake Park reserves the right to modify the schedule as necessary in the issuance of the permit. Therefore, the dates stated on this application may not necessarily match actual approved dates.

Attachments Required:

Site Plan/Map

Project Drawings

Traffic Control Plan

Proof of Insurance (copy of policy)

Property Deed or Owner Authorization

Environmental Impact Assessment (if applicable)

Other: _____

Applicant's Certification:

I, the undersigned, certify that I am the owner or authorized agent of the owner, and that the information provided in this application is true and accurate to the best of my knowledge. I agree to comply with all applicable laws and regulations related to the requested right of way.

In lieu of an escrow fee, we will bill the project owner for actual restoration fees if needed.

Signature: K. W. W.

Date: 04/28/2026

For Office Use Only:

Application Number: _____

Date Received: 4/28/26

Reviewed By: [Signature]

Approval Status: Approved Denied

Conditions of Approval/Reasons for Denial: _____

Signature of Reviewing Officer: [Signature]

Date: 4/28/26

Right of Way Permit - \$150.00

Excavation Hole - \$150.00

Emergency Hole - \$75.00

Trench - \$70/100'

Obstruction Fee - \$150.00

Overhead Obstruction - \$150.00

Boring Holes - \$50.00 per hole

Other: _____

Instructions for Submission:

Complete the application form in its entirety.

Attach all required documents and plans.

Submit the application to info@slpmn.org or wbrown@slpmn.org.

Please verify specific requirements and guidelines with the appropriate agency before submission, as these can vary by location and project type.

APPLICANT MUST CONTACT THE SPRING LAKE PARK PUBLIC WORKS DIRECTOR AT 763-792-7227 48 HOURS PRIOR TO COMMENCING WORK.



City of Spring Lake Park
1301 81st Avenue NE
Spring Lake Park, MN 55432
763-784-6491

Contractor's Licenses May 4, 2026

2025-2026 Tree Contractor

Upper Cut Tree Service

2026-2027 Contractor Licenses

General Contractor

HomeMade, LLC.

YB Construction, LLC.

Mechanical Contractor

Larson Plumbing, Inc.

Precise Refrigeration, Heating and AC, Inc.

Plumbing Contractor

Baxter Mechanical, Inc.

Carlson Plumbing, Inc.

Larson Plumbing, Inc.

MH Plumbing, Inc.

Perfection Plumbing

Precise Refrigeration, Heating and AC, Inc.

Sign Contractor

Topline Advertising, Inc.

Tree Contractor

Neighborhood Tree Care, LLC.

Romero Landscape & Tree Service

Upper Cut Tree Service



Memorandum

To: Mayor Nelson and Members of the City Council
Cc: Dan Buchholtz
From: George Linngren, Public Works Director
Date: 4/30/2026
Subject: March Activity Report

March was a relatively quiet month, which allowed staff to focus on spring preparation and routine maintenance work.

- Street sweeping was completed for the first round of the season, removing a significant amount of debris before it could enter the storm sewer system. Thank you to Cory for his work on this.
- Quarterly utility meter readings were completed. Thank you to Breanna for getting those processed and submitted.
- The City Safety Committee held its regular meeting. Thank you to Wanda for keeping everything organized and moving forward.
- We experienced one snow event and one salting event; with that, winter operations are officially wrapped up for the season. We also launched this year's tree sale, supported by the Lions Club. Information is available in the newsletter and on all City social media channels. The sale closes May 22, with tree pickup scheduled for June 6.
- Park preparations for spring are underway, including leaf cleanup and raking. Brett, Ben, and Grant removed the old garden boxes at Sanburnol Park and installed the new boxes built by high school students in the construction program.
- Seasonal hiring is in progress, and we have secured the staff needed for the upcoming season. We anticipate another strong team this year.

Meetings and Administrative Activities

1. Attended two City Council meetings and two workshops.
2. Attended the monthly CCWD meeting.
3. Attended the monthly Highway 10 construction coordination meeting with Mounds View.
4. Participated in a two-day sewer and water conference in St. Cloud.
5. Attended the University of Minnesota Shade Tree Short Course with Brett DeBoer for two days.

This concludes my report for the month of March. I am available to answer any questions the Council may have.

Thank you.



City of Spring lake Park
Code Enforcement Division
1301 Eighty First Avenue Northeast
Spring Lake Park, Minnesota 55432
(763) 784-6491 Fax: (763) 792-7257

REPORT

TO: Spring Lake Park City Council
FROM: Jeff Baker, Code Enforcement Director/Building Official
RE: Code Enforcement Monthly Report for April 2026
DATE: April 29, 2026

The Spring Lake Park Code Enforcement department is the authority having jurisdiction for all fire, rental, property, nuisance, and zoning codes within Spring Lake Park.

In April, a total of 44 permits were issued, compared to 75 permits issued in April 2025. The breakdown of permits issued is as follows:

- Building: 12
- Fire Suppression & Alarm: 2
- Mechanical: 5
- Plumbing: 12
- Electrical: 11
- Zoning: 2

Code Enforcement conducted a total of 118 inspections during the month of April, consisting of:

- Building: 64
- Rental: 19
- Zoning: 2
- Nuisance: 24
- Electrical: 9

Additionally, 11 administrative citations were issued for non-compliance.

I was able to provide building department coverage for the City of Mounds View while their Building Official was out the week of April 27. During that time, several residents and contractors shared positive feedback about the partnership between our two cities, noting that this type of shared service is a great feature that many cities our size do not offer. One contractor mentioned they sometimes avoid smaller cities because staffing limitations can lead to delays, so having dependable coverage is a real benefit.

Inspector Wirtz and I have been addressing several businesses operating without a Certificate of Occupancy, as well as some occupying spaces in ways that are not permitted under City Code. Several of the Administrative Citations issued relate to these properties. We will continue to stay

on top of these issues and closely monitor the City's commercial and industrial zoning districts to ensure compliance.

Nuisance complaints continue to come in at a steady pace. Residents are reminded that nuisance inspections are conducted on a reactive basis rather than proactively. If you have concerns such as vehicles parked on grass, junk or debris in a yard, dismantled vehicles, or vehicles without license plates or with expired registration, please contact City Hall or email info@springlakeparkmn.gov.

Construction Update:

8421 Center Dr – The Come Up had its first inspection for a Certificate of Occupancy. They still have a fair amount of work to complete, but overall the space appears to be a good fit for their business model.

8406 Sunset Rd – Optimize Physical Therapy & Elite Sport Performance. No inspections done as of yet.

In April of 2026, I also attended the following appointments:

- City Council meeting on April 6th.
- Department head meeting April 7th.

This concludes the Code Enforcement monthly report for April 2026. If anyone has any questions or concerns regarding my report, I would be happy to answer them at this time.

City of Spring Lake Park Staff Report



| Agenda Date | Status |
|--|-------------------------------|
| May 4 | Action |
| Requestor | Agenda Section |
| Buchholtz | Ordinances and/or Resolutions |
| Agenda Item #: | |
| Resolution 2026-11 – Authorization to Apply for Metropolitan Council Planning Assistance Grant | |
| Executive Summary | |
| The proposed resolution authorizes the City to apply for Metropolitan Council Planning Assistance grant funds to support the required update of the City’s 2050 Comprehensive Plan. | |
| Background | |
| The City is required to complete a decennial update of its Comprehensive Plan in accordance with Minnesota Statutes § 473.864. The Metropolitan Council has established a grant program to assist eligible communities with costs associated with this work. | |
| Spring Lake Park meets the eligibility criteria and may receive grant funding to offset consultant, staff, and related planning expenses associated with the 2050 Comprehensive Plan update. | |
| Board/Commission Review | |
| N/A | |
| Financial Impact | |
| Grant will cover up to \$40,000 of expense for the City’s 2050 Comprehensive Plan Update. Denial of the resolution will result in local funds paying for the update. | |

Staff Recommendation

Approve Resolution 2026-11

Attachments

1. Resolution 2026-11 – Authorization to Apply for Metropolitan Council Planning Assistance Grant

CITY OF SPRING LAKE PARK

RESOLUTION NO. 2026-11

RESOLUTION IDENTIFYING THE NEED FOR FUNDING TO COMPLETE THE CITY'S 2050 COMPREHENSIVE PLAN UPDATE AND AUTHORIZING AN APPLICATION FOR PLANNING ASSISTANCE GRANT FUNDS

WHEREAS, the City of Spring Lake Park must review and update its comprehensive plan as required by the “decennial” review provision of Minnesota Statutes section 473.864, subdivision 2; and

WHEREAS, on December 17 2025, the Metropolitan Council adopted need-based eligibility criteria for awarding available local planning assistance grant funds and established maximum grant amounts, including bonus incentive grants, for eligible grantees to help grantees review and update their comprehensive plans as required by the “decennial” review provisions of Minnesota Statutes section 473.864, subdivision 2; and

WHEREAS, the City is an eligible city, county, or town in the metropolitan area as defined in Minnesota Statutes section 473.121; and

WHEREAS, planning assistance grant funds will be made available to eligible applicants, subject to terms and conditions contained in Metropolitan Council grant agreements.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Spring Lake Park, Minnesota that the Administrator, Clerk/Treasurer is authorized to submit on behalf of the City an application to the Metropolitan Council for Local Planning Assistance grant funds for the decennial review and update of the City’s local comprehensive plan required under Minnesota Statutes § 473.864; and

BE IT FURTHER RESOLVED that the Administrator, Clerk/Treasurer is authorized to execute on behalf of the City a grant agreement with the Metropolitan Council for planning assistance grant funds.

The foregoing Resolution was moved for adoption by Councilmember .

Upon Vote being taken thereon, the following voted in favor thereof:

And the following voted against the same:

Whereon the Mayor declared said Resolution duly passed and adopted the 4th day of May, 2026.

APPROVED BY:

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator

City of Spring Lake Park Staff Report



| Agenda Date | Status |
|---|-------------------------------|
| May 4,2026 | Action |
| Requestor | Agenda Section |
| Buchholtz | Ordinances and/or Resolutions |
| Agenda Item #: | |
| Resolution 2026-12 – Year-End Interfund Transfers | |
| Executive Summary | |
| <p>The proposed resolution authorizes year-end interfund transfers to close completed funds, eliminate deficit balances, and allocate General Fund surplus in accordance with standard financial practices..</p> | |
| Background | |
| <p>As part of the City’s annual financial closing process, staff reviews all fund balances to ensure compliance with generally accepted accounting principles and Minnesota law. Preliminary year-end results show a positive General Fund balance and several funds with deficits or remaining balances that require adjustment.</p> | |
| <p>The recommended transfers will:</p> <ul style="list-style-type: none"> • Eliminate deficit balances in the Fund 333 and Fund 334 • Properly close completed or inactive funds (Fund 304, Fund 331, and Fund 384). Any remaining balances (audit adjustments, etc) will be transferred to the Revolving Construction Fund. • Reallocate available resources to priority funds, including capital, equipment, and infrastructure accounts • Make a coding adjustment that transfers funds initially deposited in the General Fund that should have been deposited in Fund 335 (2024A GO Bond Debt Service Fund) • Maintain accurate and transparent financial reporting | |
| Board/Commission Review | |
| N/A | |

Financial Impact

Reallocate resources to fund City priorities.

Staff Recommendation

Approve Resolution 2026-12

Attachments

1. Resolution 2026-12, A Resolution Authorizing Year-End Interfund Transfers Relating to Fund Closings, General Fund Surplus and Deficit Balances

RESOLUTION NO. 2026-12

A RESOLUTION AUTHORIZING YEAR-END INTERFUND TRANSFERS RELATED TO FUND CLOSINGS, GENERAL FUND SURPLUS, AND DEFICIT BALANCES

WHEREAS, the City of Spring Lake Park maintains multiple governmental and enterprise funds in accordance with generally accepted accounting principles and Minnesota law; and

WHEREAS, at the close of the City’s fiscal year, certain funds require adjustment to properly close discontinued or completed funds, address deficit balances, and appropriately allocate available surplus; and

WHEREAS, preliminary year-end financial results indicate that the General Fund has a positive fund balance available for transfer; and

WHEREAS, certain other City funds reflect deficit balances that must be resolved to ensure accurate financial reporting, compliance with accounting standards, and long-term fiscal stability; and

WHEREAS, the City Council has the authority to approve interfund transfers as part of its budgetary and fiscal oversight responsibilities; and

WHEREAS, staff has reviewed year-end fund balances and recommends the transfers outlined below to properly close funds, eliminate deficits, and align fund balances with their intended purposes.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Spring Lake Park that the Administrator, Clerk/Treasurer is hereby authorized to make the transfer specified below:

| Fund | Debit | Credit |
|--|-----------------|---------------|
| Fund 101 (General Fund) | (\$ 375,000.00) | |
| Fund 304 (N Metro Telecommunications 2016A) | (337.13) | |
| Fund 331 (2017 GO Equip Cert Debt) | (17,737.27) | |
| Fund 384 (2005A GO Capital Imp. Bond – Fire) | (77,589.85) | |
| Fund 402 (MSA Maintenance) | (25,000.00) | |
| Fund 601 (Public Utilities Operations) | (50,000.00) | |
| Fund 226 (Park Equipment & Improvements) | | \$ 100,000.00 |
| Fund 333 (2018 Blaine Fire Debt Service) | | \$ 27,461.54 |
| Fund 334 (2021A GO Improv. Refunding Bond) | | \$ 93,499.92 |
| Fund 335 (2024 GO CIP Bond) | | \$ 150,000.00 |
| Fund 400 (Revolving Construction) | | \$ 75,000.00 |
| Fund 434 (Equipment) | | \$ 25,000.00 |
| Fund 407 (Sealcoating) | | \$ 50,000.00 |
| Fund 700 (Severance) | | \$ 24,702.79 |
| | (\$ 545,664.25) | \$ 545,664.25 |

BE IT FURTHER RESOLVED that the effective date of the transfers is December 31, 2025.

BE IT FURTHER RESOLVED that the following funds are closed, with any remaining assets, liabilities and fund balance transferred to Fund 400, Revolving Construction.

Fund 304 (N. Metro Telecommunications 2016A)

Fund 331 (2017 GO Equip Cert Debt)

Fund 384 (2005A GO Capital Improvement Bond – Fire)

Fund 333 (2018 GO Improvement Refunding Bond)

Fund 334 (2021A GO Improvement Refunding Bond)

The foregoing Resolution was moved for adoption by Councilmember .

Upon Vote being taken thereon, the following voted in favor thereof:

And the following voted against the same:

Whereon the Mayor declared said Resolution duly passed and adopted the 4th day of May 2026.

APPROVED BY:

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator



City of Spring Lake Park
Engineer's Project Status Report

To: Council Members and Staff
From: Phil Gravel

Re: **Status Report for 04.06.26 Meeting**
File No.: R:\client\municipal\spring_lake_park_ci_mn (18GEN)

Note: Updated information is shown in *italics*.

2026 Sanitary Sewer Service Clean and Grout Project (193807597). Council authorized this sewer lateral cleaning and grouting project in December 2025. *Bids and construction will be in 2026.*

2026 Seal Coat and Crack Repair Project (193807599). The 2026 Street Seal Coat and Crack Repair Project includes the area north of 81st Ave. between Monroe and Able. Council authorized this project in December 2025. *Bids were opened on March 24, 2026. Construction begins in late June.*

Possible 2026 Street Project (193807587). A Feasibility Report is being prepared for a possible street mill and overlay project on Plaza Blvd., Theorin Terrace, Center Drive, and Sunset Rd. in the northeast area of the city. A Neighborhood Meeting was held on 3/31/2026. Public Improvement Hearing was on 4/7/2026. *Plans approved on 4/20/26. Bids will be received on May 11th.*

Storm Sewer Televising Project. The Public Works Director obtained quotes for storm sewer televising and inspection to use for evaluating the need for storm lining projects. *The contractor, American Environmental, has completed the televising. Data was sent to the City on 4/22/26.*

2025 AT&T on Arthur tower [Escrow # ME2025-0001]. AT&T is replacing equipment. 2025-07-18 CDs are okay. Precon site meeting was on 11/12/2025. *The Contractor (Vinco) has completed their work. KLM Engineering (representing the City) completed a final inspection on 4/28/2026.*

2026 T-Mobile on Able tower (A1O0806E) [Escrow # ME2026-0001]. T-Mobile is replacing equipment in 2026. An initial construction drawing review letter was sent on 2026-04-21. Once revised Construction Drawings are received and approved, the project should be able to proceed to the building permit application stage.

2026 T-Mobile on Arthur tower (A1O0091A) [Escrow # ME2026-0002]. T-Mobile is replacing equipment in 2026. An initial construction drawing review letter was sent on 2026-04-22. Once revised Construction Drawings are received and approved, the project should be able to proceed to the building permit application stage.

Future Water Tower Painting Project (19380xxxx). The CIP includes new coatings on the Able and Arthur water towers in 2027 and 2028. A PPL application for possible State of MN DWRF financing was submitted. *Next steps are to have KLM complete updated inspections this spring and to submit an IUP application in May 2026. A meeting will be held on May 6th to discuss next steps.*

Terrace Park Drainage Improvements Project (193807324). The Parks and Rec. Director has indicated that a drainage and drantile project might be necessary for Terrace Park. A letter outlining the project and a request to proceed to bidding will be presented at a forthcoming meeting.

Please contact Evan Monson, Bruce Paulson, Zach Naslund, Eric Stommes, or me if you have questions.