

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council Regular was held on May 19, 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

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

MEMBERS ABSENT

Councilmember April Moran

STAFF PRESENT

Police Chief Josh Antoine, Recreation Director Anne Scanlon, Attorney John Thames, City Administrator Daniel Buchholtz

VISITORS

Mary Wells	City Assessor	
Chris Larson	City Assessor	
Barry Davis	7986 Van Buren Street NE	Spring Lake Park MN
Erna Thomley	7902 Able Street NE	Spring Lake Park MN
Debbie Mewhorter	8039 Van Buren Street NE	Spring Lake Park MN
Ken Kirchner	7955 Van Buren Street NE	Spring Lake Park MN
Kevin Bebensee	8000 Van Buren Street NE	Spring Lake Park MN
Lynn Christensen	7945 Van Buren Street NE	Spring Lake Park MN
Cheryl Endres	7945 Van Buren Street NE	Spring Lake Park MN
Hietham Zeman	3477 109 th Ln NE	Blaine MN
Anwar Ahmed	11070 Fergus Street NE Unit A	Blaine MN
Norman Husein	1148 111 th Ln NE	Blaine MN

3. PLEDGE OF ALLEGIANCE

4. ADDITIONS OR CORRECTIONS TO AGENDA

None

5. DISCUSSION FROM THE FLOOR

Mr. Ken Kirchner, 7955 Van Buren Street NE, stated this is the third time he has brought the ongoing issues related to parking and traffic safety along Van Buren Street (from 79th to 81st) and on 80th Avenue near the school bus route to the City Council's attention. He said residents have suggested installing "No Parking" signs due to repeated problems, including speeding, reckless driving, blocked mailboxes, vehicles parked too close to corners, stop signs, and fire hydrants, as well as parking in the wrong direction.

Mr. Barry Davis, 7986 Van Buren Street NE, as a resident since 1983, I've seen an increase in street parking near the local school. He stated that he understands the school was here before he moved in, but his he stated his primary concern is safety—particularly for elementary school children being picked up between 9:00 and 9:15 a.m. He noted that the high school students begin parking as early as 7:45 a.m.

Mr. Davis stated that as a part-time school district employee and former parking citation officer at the high school (2022), he knows that student parking is limited and prioritized by grade level. He said with increased student drivers, and the removal of 20–25 spaces due to the new Trades Program, and underutilized staff parking, the issue is compounded.

Mr. Davis said he would like to see at a minimum, the reinstatement of "No Parking During School Hours" to improve safety for students and residents alike.

Mr. Zeman, 3477 109th Lane NE, said he addressed council on April 7, 2025 to express interest in utilizing the property on Central Avenue to open a new restaurant. He said stated that he appreciated the City Administrator following up with him regarding the details of his proposal. He wanted to reaffirm his interest in the site.

Mr. Zeman said he believes the restaurant would be a valuable addition to the community—complementing the city's strong schools, parks, and overall character. He said given the property's visibility along the highway and its high commercial potential, he is prepared to invest in exterior improvements.

6. PRESENTATION

A. Board of Equalization Presentation

Mary Wells and Chris Larson, newly appointed City Assessors. Ms. Wells stated that the recently completed the 2025 property assessment, which establishes property values as of January 2, 2025, to be used for calculating 2026 property taxes. She stated that all assessments follow Minnesota state statutes and are guided by Department of Revenue and county policies.

She noted that each year, they physically inspect about 20% of the city's properties, ensuring every property is reviewed once every five years. She stated that they also inspect all

permitted new construction or major changes. Ms. Wells noted that property values are based on an annual sales study, which includes only qualified, arm's length transactions.

Ms. Wells stated that for 2025, Spring Lake Park's preliminary estimated market value is \$889 million—a slight overall decrease from last year. She noted that the residential values increased about 2%, while apartment valuations dropped roughly 11% due to lower sale prices of large complexes. She said that commercial and industrial properties saw decreases of about 1% and 2.5%, respectively. Ms. Wells stated that residential property now accounts for 67% of the city's total market value.

Assessment notices were sent in March 2025, and open book appeal meetings were held in May with very few inquiries from residents. The next opportunity to appeal is at the Anoka County Board of Appeal on June 16. Proposed tax statements for 2026 will be mailed in November 2025. Physical inspections for the next assessment cycle will begin this spring and continue through the summer.

B. Spring Lake Park Police Department 2024 Annual Report

Police Chief Antoine provided an overview of the 2024 annual report, highlighting key developments within the Spring Lake Park Police Department. He said a major milestone was the department's move into a new, state-of-the-art facility at City Hall, which has positively impacted officer recruitment, retention, and public service access. He said that community engagement remained a priority, with continued participation in outreach programs such as Coffee with a Cop, Heroes and Helpers, and Special Olympics events.

Chief Antoine stated that the Police Department saw a decrease in overall crime and call volume in 2024, despite an increase in officer-initiated activity. He said Group A crimes dropped by 8.7%, and Group B crimes fell by 41%. He stated the Department welcomed three new officers and was able to fully staff its 12th position. He said the new less-lethal tools, including 40mm launchers and pepper ball guns, were acquired and implemented.

Chief Antoine said the department issued a total of 1,077 citations, including 380 overnight parking citations. Traffic accidents decreased from 208 in 2023 to 198 in 2024, and total calls for service saw a slight decline. Chief Antoine thanked his staff, the city council, administration, and community for their ongoing support.

7. CONSENT AGENDA

- A. Approval of Minutes – May 5, 2025 City Council Work Session Minutes
- B. Approval of April Claims List – General Disbursement #25-75 - \$1, 067,692.87
- C. Mayor's Proclamation – Memorial Day – May 26, 2025
- D. Mayor's Proclamation – National Public Works Week – May 18-24, 2025
- E. Resolution 2025-18, Authorizing 2024 Year-End Fund Transfers and Budget Adjustment
- F. Resolution 2025-19, Accepting Donation from Spring Lake Park Lions
- G. Accept Brad Delfs's Resignation from Planning Commission and Declare Vacancy

- H. Accept Brad Delf's Resignation from SBM Fire Board and Declare Vacancy
- I. Approval of Fire and Rescue Truck Purchase for SBM Fire Department
- J. Approval of Eight of Way Application – Action Construction Serves/Met Transit – Monroe Street & Osborne Road
- K. Contractor's Licenses
- L. Sign Permit
- M. Business License

Mayor Nelson expressed deep gratitude and admiration for Brad and Kelly Delfs, recognizing their dedicated service and meaningful contributions to the community. He honored them with heartfelt appreciation. He acknowledged the time, effort, and commitment they invested while living in the city.

Motion made by Councilmember Wendling to approve Consent Agenda.

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

8. DEPARTMENT REPORTS

A. Police Report

Chief Antoine stated that the Police Department responded to 699 calls for service in April 2025 compared to 825 calls for service for the month of April 2024. He stated that School Resource Officer Imig handled 16 calls for service, 6 student contacts, 23 escorts and 4 follow up investigations.

Chief Antoine said Investigator Bennek reported handling 28 cases for the month of April, 27 of which are felony in nature, and 1 misdemeanor, while monitoring 5 forfeiture cases. He stated that Investigator Bennek closed a case in April. Chief Antoine noted that Investigator Bennek has been busy assisting Anoka County Detectives with auto theft cases, and the MN BCA with a cryptocurrency case.

Chief Antoine expressed his thanks to the Police Department Administrative staff, Lisa Murphy and Kim Kiley for all the work they do for the Police Department. He gave an overview of his activities for the month of April.

B. Parks and Recreation Report

Parks and Recreation Director Scanlon provided an update on recent and upcoming Parks and Recreation activities, highlighting several key developments. Director Scanlon stated that Claire Waddell began as Recreation Program Supervisor on March 31 and has been actively engaging with the community, notably leading games at the Easter Egg Hunt.

Director Scanlon gave an update on some activities. She stated that the Easter Egg Hunt in April was successful with strong community and staff participation. She stated that an Earth Day event took place at the end of the month, yielding a few new Adopt-a-Drain volunteers.

Director Scanlon said there are a few ongoing and upcoming events ongoing and upcoming programs in the Department. She noted that preparations for Tower Days is underway. She said the summer program planning has begun, including organizing coaches and equipment. She noted that youth softball participation has increased, with around 195 participants. She said that a new Thursday morning yoga class has launched and is growing in popularity.

Director Scanlon said that the first extended trip of the 2025 season was completed to Sioux Falls, SD, with visits to notable sites like the USS South Dakota Memorial and the EROS Center. She concluded her report by stating a fishing trip to Mille Lacs Lake is scheduled for May 22, weather permitting. She mentioned the City Hall Open House is also set for May 22, from 5 to 7 p.m., offering community tours and staff meet and greets.

9. ORDINANCES AN/OR RESOLUTIONS

A. Ordinance 503, Amending Chapter 7 of the Spring Lake Park Code Relating to Parking Regulations

Administrator Buchholtz gave an overview of Ordinance 503. He stated that the ordinance proposes targeted amendments to Section 7.08.020 of the City Code to try and improve clarity, enhance public safety and address recent resident concerns about access to mailboxes and snow related parking issues. He stated that the Ordinance amends Subsection D.2 to prohibit parking within ten (10) feet of either side of curbside mailboxes, between the hours of 8:00 am and 6:00 pm. He stated that the mailbox restriction was developed in collaboration with residents, Police Department staff and USPS representatives to establish a practical and enforceable buffer zone around mailboxes.

Administrative Buchholtz stated that the Ordinance also amends Subsection E, which reduces the minimum snowfall depth triggering a parking restriction from three inches to two inches.

Chief Antoine stated he and the Administrator Buchholtz met with Principal Boucher to understand the school's parking policies. He said that Principal Boucher shared the that the school currently provides 343 designated parking spaces for full-time students, which are oversold by 5%. He stated that the school has an additional 70 parking spots in the staff lot for part-time students.

Chief Antoine explained that the high school currently issues parking permits only to juniors and seniors due to limited on-site parking. He stated that the school is aware of its parking limitations and they are committed to being a good neighbor, including educating students about parking rules. He said the school will collaborate with the city and distribute state

parking regulations to students, especially those without permits who may park in nearby neighborhoods. Chief Antoine noted that officers are actively enforcing parking violations and will continue to patrol and cite as needed.

Chief Antoine stated that he and Administrator Buchholtz recommend updating the ordinance to include the new mailbox parking restrictions and allowing staff additional time to explore other potential solutions to address the neighborhood's parking concerns.

Mr. Ken Kirchner, 7955 Van Buren Street NE, expressed strong concerns about safety in his neighborhood due to street congestion caused by parked vehicles. He noted that when cars are parked on both sides of the street, it creates serious access issues for emergency vehicles, garbage and recycling trucks, and snow plows. He emphasized that these concerns are shared by many of his neighbors and are particularly problematic during school hours and events. Mr. Kirchner urged the City Council to help educate residents and work toward a plan that ensures clear and safe passage for essential vehicles in the neighborhood.

Chief Antoine addressed concerns about emergency vehicle access, stating that all city streets are currently wide enough to allow parking on both sides while still accommodating emergency vehicles, including fire trucks. He acknowledged that certain situations—such as multiple squad cars responding—can make passage tight, he emphasized that, overall, the necessary clearance exists. He also noted that implementing the proposed 10-foot parking restriction from mailboxes should help ensure enough space for garbage and recycling collection, as receptacles are typically placed at the end of driveways.

Motion made by Mayor Nelson to approve Ordinance 503, Amending Chapter 7 of the Spring Lake Park Code Relating to Parking Regulations.

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

B. Resolution 2025-20, Authorizing Summary Publication of Ordinance 503, an Ordinance Amending Chapter 7 of the Spring Lake Park Code Relating to Parking Regulations

Motion made by Mayor Nelson to approve Resolution 2025-20, Authorizing Summary Publication of Ordinance 503, an Ordinance Amending Chapter 7 of the Spring Lake Park Code Relating to Parking Regulations.

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

10. NEW BUSINESS**A. Appointment of Bond Counsel**

Administrator Buchholtz explained that, as part of the 2025 appointment process, the City Council had appointed Jenny Bolton—formerly of Kennedy & Graven—as the city’s bond counsel due to her strong representation over the past five years. He noted that Ms. Bolton and her public finance team recently transitioned to Kutak Rock LLP, a firm with deep expertise in public finance. He said to maintain continuity and leverage existing relationships, staff is requesting Council authorization to follow Ms. Bolton to Kutak Rock as the city’s bond counsel. He said the fee structure will remain unchanged and will only apply when the city engages in specific public finance activities, such as bond issuances, TIF districts, or tax abatements. If no such activity occurs, there is no cost to the city. Administrator Buchholtz stated that the appointment would be made annually with the other appointments moving forward.

Motion made by Mayor Nelson to appoint Kutak Rock LLP as the Bond Counsel.

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

Administrator Buchholtz announced that the open house will take place on Thursday from 5:00 to 7:00 PM, with the ribbon-cutting ceremony starting promptly at 5:00 PM. He encouraged attendees to arrive a little early and noted that the Chamber of Commerce will be providing the ceremonial big scissors and ribbon for the event.

12. OTHER**A. Closed Session - Consideration of the Purchase and the Lease of Real Property at 8478 and 8480-8492 Central Avenue Pursuant to Minnesota Statutes 13D.05, Subd. 3(c)3**

Motion made by Mayor Nelson to close the City Council meeting for Consideration of the Purchase and the Lease of Real Property at 8478 and 8480-8492 Central Avenue Pursuant to Minnesota Statutes 13D.05, Subd. 3(c)3

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

Meeting closed at 8:40 PM.

Meeting reconvened at 9:20 PM

Attorney Thames stated that the City Council met in closed session to discuss Consideration of the Lease of Real Property at 8478 and 8480-8492 Central Avenue Pursuant to Minnesota Statutes 13D.05, Subd. 3(c)3. Attorney Thames stated that City Council has provided the attorney with direction.

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 9:21 PM

Robert Nelson, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer