

## 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 August 14, 2023 at the Spring Lake Park City Hall, 1301 81st Ave. NE, at 5:30 PM.

### 1. CALL TO ORDER

#### MEMBERS PRESENT

Mayor Nelson  
Councilmember Ken Wendling (arrived at 5:45pm)  
Councilmember Barbara Goodboe-Bisschoff  
Councilmember Lisa Dircks  
Councilmember April Moran

#### STAFF PRESENT

Police Chief Josh Antoine, Building Official Jeff Baker, Public Works Director Terry Randall, Accountant Melissa Barker, Administrator Daniel Buchholtz

#### OTHERS PRESENT

Charles Lehn, Andover

### 2. DISCUSSION ITEMS

#### A. 2024 City Administrator Budget Proposal

Administrator Buchholtz reviewed the proposed 2024 General Fund budget. He stated that the proposed budget is balanced, with revenues and expenditures increasing by 7.36%. He stated that due to increased State Aid, the proposed General Fund levy is proposed to increase by 3.39%, from \$3,685,047 to \$3,809,982.

Administrator Buchholtz stated that the Capital Improvement Plan (CIP) levy is proposed to increase by 5% from \$176,500 to \$185,325, which will maintain the purchasing power of the Equipment Fund. He stated that the proposed tax levy reimbursing the City for expenditures related to the 2022 Street Improvement Project will remain the same at \$24,078. He stated that the proposed debt service levy will hold steady at \$80,000.

Administrator Buchholtz stated that the overall levy, including the levies noted above, is proposed to increase by 3.37%, from \$3,965,625 to \$4,099,385.

Administrator Buchholtz stated that cost drivers associated with the budget included increases in wages and benefits, increases in staffing levels with the addition of a new patrol officer and adding hours to the part time Recreation Office Assistant, increases in the fire protection contract due to the Fire Department transitioning to a duty crew model, increased costs for workers compensation insurance, and increased funding to combat the Emerald Ash Borer epidemic.

Administrator Buchholtz stated that the City will receive \$330,119 in one-time Public Safety Aid. He said the proposed budget is allocating \$30,000 from the aid to help fund the additional officer proposed in the budget in an effort to phase in the cost.

Councilmembers discussed the proposed budget and asked questions about specific line items. Discussion also centered on possible actions in response to Emerald Ash Borer epidemic facing the City.

CONSENSUS of the City Council was to forward the proposed tax levy for possible action at the September 5 City Council meeting.

#### B. Review Night to Unite Event

Councilmembers reviewed comments shared with them during visits at neighborhood block parties during Night to Unite.

#### C. City Hall Update

Administrator Buchholtz provided an update on the City Hall renovation/expansion project. He stated that staff has met with the architect three times to discuss various elements of the renovation/expansion project, including electrical, mechanical, lighting, technology and security. He stated that Z systems is in the process of designing the cable system and conference room technology. He provided an overview of estimated project costs. He stated that a work session will be held on Monday, September 11 at 5:30pm for the City Council to meet with the architect and review final plans prior to issuance for bids.

### **3. REPORT**

- A. Council Reports – No report
- B. Administrator Report – Administrator Buchholtz reported that the Legislature approved changes to the use of force statute as it relates to School Resource Officers. He stated that he and Chief Antoine are working with SLP Schools to learn more about the changes. He said if there is any action needed, he would bring it before the City Council.

**4. ADJOURN**

Mayor Nelson adjourned the meeting at 7:05pm.

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Robert Nelson, Mayor

Attest:

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Daniel R. Buchholtz, Administrator, Clerk/Treasurer