

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council Regular was held on September 15, 2025 at the City Hall, at 7:00 PM.

1. CALL TO ORDER

Acting Mayor Wendling called the meeting to order at 7:00 PM.

2. ROLL CALL

MEMBERS PRESENT

Councilmember Barbara Goodboe-Bisschoff

Councilmember Lisa Dircks

Councilmember April Moran

Acting Mayor Kenneth Wendling

MEMBERS ABSENT

Mayor Robert Nelson

STAFF PRESENT

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

VISITORS

Kaiden Sudeith	12125 Hummingbird St	Coon Rapids MN
Odin Rippe	2459 Cloud Dr	Blaine MN
Sandra Velazquez	8492 Central Ave NE/Hwy 65	Spring Lake Park MN
Hector Velazquez	8492 Central Ave NE/Hwy 65	Spring Lake Park MN

3. PLEDGE OF ALLEGIANCE

4. ADDITIONS OR CORRECTIONS TO AGENDA - None

5. DISCUSSION FROM THE FLOOR

Mr. Héctor Velázquez addressed the Council to express concerns regarding the future plans for the property now under new ownership. He mentioned that he had previously spoken with Administrator Buchholtz, who provided helpful insight into the transition, but he requested further clarity about any changes or new direction being considered.

Mr. Velázquez also raised the issue of declining business performance, noting that sales have dropped by approximately 25–35% compared to earlier periods. He explained that his business has been operating for three years, with a slow start, a strong second year, and a recent downturn. He emphasized the importance of staying current on rent, as was required by the previous owner, but expressed concern about the financial strain this is causing. Mr. Velázquez

reiterated his commitment to the success of his business and his willingness to work collaboratively with the city to find a sustainable path forward.

Administrator Buchholtz reported that he met with Hector and Sandra Velazquez regarding their lease on City-owned property. He confirmed that the lease, originally held with VNL and subsequently assigned to the City as part of the closing process, remains legally in effect. He stated that the current lease term allows the tenants to remain through the end of the five-year term, with an option to extend for an additional five years, concluding on December 31, 2033.

Administrator Buchholtz stated that he informed the tenants the City would honor the terms of the lease. He noted that any changes to the lease, including rent modifications, fall under the authority of the City Council. He said the tenants requested a significant rent reduction, which he advised was unlikely to be approved. Administrator Buchholtz recommended that they submit a formal written request with supporting documentation for Council consideration. He further noted the potential precedent such a modification could set, possibly prompting similar requests from other tenants.

6. CONSENT AGENDA

- A. Approval of Minutes – September 2, 2025 City Council Meeting Minutes
- B. Approval of August Claims List – General Disbursement #25-15 - \$516,569.82
- C. Revenue and Expense Report – August 31, 2025
- D. Statement of Fund Balance – August 31, 2025
- E. Suburban Rate Authority Second Half Assessment
- F. Approval of ROW – CenterPoint Energy – 79th Avenue NE & Monroe Street NE
- G. Approval of ROW – Xcel Energy – 800 79th Avenue NE
- H. Approval of ROW – Xcel Energy – 725 80th Avenue NE
- I. Contractor's Licenses
- J. Sign Permit

Motion made by Councilmember Goodboe-Bisschoff to approve the Consent Agenda.

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

7. DEPARTMENT REPORTS

A. Police Report

Chief Antoine reported that the Police Department responded to 811 calls for service in August 2025, compared to 798 in August 2024. He stated that Investigator Bennek handled 37 cases during the month of August, including 35 felonies and 2 misdemeanors. He noted that Investigator Bennek is monitoring four forfeiture cases and has closed one case in August.

B. Parks and Recreation Report

Parks and Recreation Director Scanlon provided an update on recent department activities. She reported that the *Music in the Park* series concluded in August without any additional rainouts. She noted that the summer programs, held primarily at Able Park, were successful and concluded in early August. Positive feedback was received from parents, and the programs ran smoothly throughout the season. Director Scanlon acknowledged Wesley's contributions to the success of the summer programs and noted he will be greatly missed.

Director Scanlon stated that construction has begun on new pickleball courts at Terrace Park and is expected to be completed soon. Director Scanlon also announced the decision to eliminate the warming house at Able Park for the upcoming winter season. She noted that this decision was based on low usage during the previous season and increased demand for building rentals. She said that the Department will offer free skate and snowshoe checkouts to the public.

C. Code Enforcement Report

Building Official Baker provided a brief update on current construction and code enforcement activities. He reported that the new single-family home at 7811 Jackson Street is progressing, with footing and foundation inspections completed and framing now underway. He stated that former Taco Lino building, 8188 Central Avenue, is transitioning to a new Mediterranean-style restaurant. The new tenant has completed upgrades to meet ADA requirements and is making aesthetic improvements to the building's exterior.

Building Official Baker stated that a portion of the former Biff's Restaurant is being remodeled to accommodate a new business, Minnesota Melt & Dip, a breakfast and coffee bar. He noted that the establishment will share an entrance with the adjacent tobacco shop, continuing the redevelopment of that commercial space.

Building Official Baker noted that 10 administrative offense tickets were issued this month, primarily for fire code violations and overgrown grass. He reported that several properties currently in the Anoka County court system are beginning to show signs of improvement, with visible cleanup efforts underway, including the removal of debris and inoperable vehicles.

Official Baker provided an update on 857 81st Avenue NE, that was subject to license revocation at the previous council meeting. He confirmed that the property is currently vacant, and official notices have been posted on the door to indicate that the rental license has been revoked. He stated that the postings serve as the City's legal notification to the property owner and any potential occupants. He stated that although the property owner has indicated an intention to sell, the revocation process remains in effect. He noted that before the property can be reoccupied or sold for rental purposes, it must go through the appropriate reinstatement procedures as outlined by City ordinance.

8. ORDINANCES AN/OR RESOLUTIONS - None**9. NEW BUSINESS****A. Approval of Animal Control Services Contract**

Police Chief Antoine informed the Council that the Humane Society, which has provided animal impound services since the closure of Dover Kennels in 2022, has notified the City that it will no longer offer impound services to law enforcement agencies or municipalities due to a strategic shift in operations. He noted that they will continue accepting animals from residents, they will not accept animals from police departments.

Chief Antoine reported that he contacted seven potential providers, but six were unable to accommodate the City due to capacity limitations. He said the only viable option identified is Companion Animal Care and Control, based in Hudson, Wisconsin, with a new Minnesota location opening in Oakdale. He said that they currently serve 41 jurisdictions across Minnesota and Wisconsin.

Chief Antoine recommended entering into a contract with Companion Animal Care and Control for impound-only services. He said that the provider charges a \$200 monthly retainer fee, but offers lower per-animal fees and does not charge intake fees for animals that are quickly reunited with their owners. Chief Antoine emphasized the urgency of securing a contract, as space is limited. He stated that the contract would begin January 1, 2026, signing now would secure the City's spot and avoid future service disruptions.

Motion made by Councilmember Moran to Approve Animal Services Contract with Companion Animal Control LLC & Companion Animal Care LLC.

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

B. Approval to Purchase New Traffic Speed Notification System/Signs

Police Chief Antoine is requesting approval for the purchase of two new radar speed notification signs to replace aging equipment on Able Street. He reported that one of the original TAPCO signs, installed over 10 years ago, has failed due to corrosion and wiring issues and is no longer repairable, as confirmed through a remote diagnostic session with the manufacturer.

Chief Antoine recommended replacing both signs at that location with Shield 12 radar speed signs from All Traffic Solutions, the same model currently in use elsewhere in the city. He said the signs are mobile, compatible with the City's existing traffic data suite, and allow for flexible deployment in other areas as needed. He said the remaining functional TAPCO sign may be relocated to another area in the city where one-way monitoring is sufficient.

Chief Antoine noted that the provider initially proposed an increase from \$4,500 to \$7,500, however, the company agreed to a reduced rate of \$5,500 annually, which will cover six radar signs and one speed trailer. Chief Antoine noted that the total cost for the two new radar speed signs, including installation, is \$10,196.63. He stated that the expense would be covered by the Traffic Education Fund.

Motion made by Acting Mayor Wendling for Approval to Purchase New Traffic Speed Notification System/Signs.

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

C. Conditional Job Offer for Parks and Recreation Supervisor

Parks and Recreation Director Scanlon presented a conditional offer of employment for the Recreation Program Supervisor position to Patrice Holter. She stated that following the resignation of Wesley Goldberg, internal restructuring was conducted, resulting in Claire Waddell being promoted to Mr. Goldberg's former role. She stated that this allowed the Department to revisit previous candidates for the Recreation Program Supervisor position, specifically focusing on senior programming.

Director Scanlon noted that the restructuring aligns well with the strengths of both individuals—Ms. Waddell brings a strong background in youth and family programming, while Ms. Holter has extensive experience in community, senior, and family programming, making her a strong fit for the role.

She requested Council approval to hire Patrice Holter at Step 4, citing her significant background in parks and recreation and her educational qualifications.

Motion made by Councilmember Moran to approve Conditional Job Offer for Parks and Recreation Supervisor.

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

D. Approval to Accept SHIP Grant for Community Gardens

Director Scanlon requested Council approval to accept a grant from the Statewide Health Improvement Partnership (SHIP) through Anoka County's Minnesota Eats initiative. She stated the City was awarded \$8,554.04 to replace all raised garden beds at Sanburnol Park. She noted that the new garden beds will be constructed by local high school students and are expected to be ready for planting in the spring.

Motion made by Councilmember Goodboe-Bisschoff to Accept the SHIP Grant for Community Gardens.

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

10. REPORTS

A. Attorney's Report - None

B. Engineer's Report

Report accepted as presented.

C. Administrator Report

Administrator Buchholtz stated that his performance evaluation is scheduled for the October 6, 2025 Council Meeting

11. OTHER - None

13. ADJOURN

Motion made by Councilmember Moran to adjourn.

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

The meeting was adjourned at 7:42 PM.

Kenneth Wendling, Acting Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer