

**SPRING LAKE PARK  
ORDINANCE 501**

**AN ORDINANCE AMENDING THE CITY CODE TO RETURN THE REGULAR  
MEETINGS OF THE CITY COUNCIL AND ITS BOARDS AND COMMISSIONS TO  
CITY HALL**

WHEREAS, the City has substantially completed the renovation of its City Hall, restoring its ability to host public meetings; and

WHEREAS, the City Council finds it in the best interest of the public to return its regular City Council meetings to City Hall, as well as the meetings of the Planning Commission and the Parks and Recreation Commission, to facilitate accessibility, transparency, and consistency in public engagement.

**NOW THEREFORE**, be it ordained by the Council of the Spring Lake Park, in the State of Minnesota, as follows:

**SECTION 1:**        **AMENDMENT** “Paragraph B, 3.04.010 City Council” of the Spring Lake Park Municipal Code is hereby *amended* as follows:

A M E N D M E N T

3.04.10 City Council

*B. Regular And Special Meetings.*

1. *Regular meetings.* Regular meetings of the City Council shall be held on the first and third Monday of each calendar month at 7:00 p.m. Any regular meeting falling upon a holiday shall be held on the next following business day at the same time and place. All meetings, including special and adjourned Council meetings, shall be held ~~in the Able Park Building, 8200 Able Street NE,~~ at City Hall, 1301 81<sup>st</sup> Avenue NE, unless specially called for another location.
2. *Special meetings.* The Mayor or any two members of the Council may call a special meeting of the Council upon at least 24 hours written notice to each member of the Council. This notice shall be delivered personally to each member or shall be left at his or her usual place of residence with some responsible person. Pursuant to M.S. Ch. 13D, as it may be amended from

time to time, written notice of any special meeting shall be posted giving the date, time, place and purpose of the meeting at least three days before the meeting. Written notice shall be mailed at least three days before the meeting to anyone who has filed a written request for notice of special meetings. In calculating the three days, if the last day falls on a Saturday, Sunday or legal holiday, the next regular business day shall be counted as the third day.

3. Emergency meetings. Notice of emergency meetings shall be given as required by M.S. Ch. 13D, as it may be amended from time to time. An emergency meeting is a meeting defined by M.S. Ch. 13D, as it may be amended from time to time.
4. *Public meetings*. All Council meetings, including special and adjourned Council meetings and meetings of Council committees, shall be conducted in accordance with the Minnesota Open Meeting Law, M.S. Ch. 13D, as it may be amended from time to time

**SECTION 2:**            **AMENDMENT** “Paragraph H, 3.08.020 Parks And Recreation Commission” of the Spring Lake Park Municipal Code is hereby *amended* as follows:

#### A M E N D M E N T

#### 3.08.20 Parks And Recreation Commission

##### *H. Meetings.*

1. *Regular meetings*. The Commission shall hold a meeting at least quarterly, which shall be on the first Tuesday of January, April, July and October at 6:00 p.m. All meetings, including special meetings, shall be held at ~~Able Park Building, 8200 Able Street NE~~, City Hall, 1301 81st Avenue NE, unless specially called for at another location.
2. *Special meetings*. The chairperson, Parks and Recreation Director, or Council Commissioner may call a special meeting upon at least three days notice to each member of the Commission. Notice of a special meeting shall be posted at City Hall and shall be made in accordance with M.S. Ch. 13D.
3. *Public meetings*. All Commission meetings, including special meetings and meetings of Commission committees, shall be open to the public.

**SECTION 3:**            **AMENDMENT** “16.60.010 Planning Commission” of the Spring Lake Park Municipal Code is hereby *amended* as follows:

A M E N D M E N T

16.60.10 Planning Commission

- A. A Planning Commission is hereby created which shall carry out duties as specified in this title and as authorized by M.S. § 462.354, Subd. 1, as it may be amended from time to time. The Planning Commission shall consist of not less than five and not more than seven members. A chairperson and a vice chairperson shall be elected by the Commissioners at the first meeting of the year or at the first meeting following the resignation of the chairperson or vice chairperson. The term or office of each Commissioner shall be for a period of three years, but members shall serve at the pleasure of the Council. The City Council shall have the authority and power to fill vacancies that may from time to time exist and shall have the authority to fill vacancies resulting from the expiration of members' terms. The terms of office of the Planning Commissioners now holding office, pursuant to a prior ordinance, are hereby confirmed.
- B. *Regular meetings.* Regular meetings of the Planning Commission shall be held on the fourth Monday of each calendar month at 7:00 p.m. Any regular meeting falling upon a holiday shall be held on the next following business day at the same time and place. All meetings, including special and adjourned Commission meetings, shall be held ~~in the Able Park Building, 8200 Able Street NE~~ at City Hall, 1301 81<sup>st</sup> Avenue NE, unless specially called for another location.

**SECTION 4:**            **EFFECTIVE DATE** This Ordinance shall be in full force and effect upon its passage and publication according to law.

PASSED AND ADOPTED BY THE SPRING LAKE PARK COUNCIL this 3rd day of March, 2025

	<b>AYE</b>	<b>NAY</b>	<b>ABSENT</b>	<b>ABSTAIN</b>
Councilmember Wendling	_____	_____	_____	_____
Councilmember Goodboe-Bisschoff	_____	_____	_____	_____
Councilmember Dircks	_____	_____	_____	_____
Councilmember Moran	_____	_____	_____	_____
Mayor Nelson	_____	_____	_____	_____
Presiding Officer	Attest			

\_\_\_\_\_  
Robert Nelson, Mayor

\_\_\_\_\_  
Daniel R. Buchholtz,  
Administrator, Clerk/Treasurer