



STAFF REPORT

DATE: October 19, 2021
CONSENT

TO: Honorable Mayor and City Council

AGENDA ITEM: Approve Winter Newsletter

SUBMITTED BY: Jake Dickson, Assistant City Administrator

BACKGROUND:

A draft of the bi-annual City newsletter has been put together for distribution. If Council approves the draft and authorizes the printing and distribution of *The Source*, it will be mailed next week once it is printed and prepared for mailing.

ISSUE BEFORE COUNCIL:

Should the City approve and distribute a new edition of *The Source* for Winter 2022?

PROPOSAL DETAILS/ANALYSIS:

Staff recommends that the attached draft is approved, and it is authorized to be printed and distributed.

Please note that staff portraits will be added before mailing.

FISCAL IMPACT:

The estimated cost of the printing, preparation, and mailing of each edition of *The Source* is approximately \$2,400.

RECOMMENDATION:

If removed from the consent agenda:

“Move to approve the attached draft and to authorize the printing and distribution of *The Source* newsletter Winter 2022.”

ATTACHMENTS:

- Draft of *The Source* for Winter 2022

Winter 2022



www.lakeelmo.org

THE SOURCE

Your source for City news and information

2022 Budget Update

On September 21, 2021, the City Council adopted a 2022 Preliminary Property Tax Levy of \$7,475,037 which is an increase of \$2,211,768 or 42% over 2021. The City's Preliminary Tax Rate was set at 30.47% which is a 28.90% increase over the 2021 tax rate.

2022 Preliminary General Fund Budget

The operating budget for expenditures for 2022 has an overall increase of \$1,184,918. The increase is due to a number of factors. The larger portions of the increase come from increases in the Public Works budget for sealcoating and crack sealing, an increase of 79.65% from prior year budget to catch up on road construction. Further, the City has budgeted for four additional full time staff; two full time firefighters, one Code Enforcement Officer, and an Assistant Public Works Director. Lastly, the City has budgeted for the acquisition of Capital Improvement items for the Public Works and Fire departments.

Excluding the increase in property tax levy noted above, revenues in totals for the 2022 budget remained relatively consistent. State Fire Aid and Municipal State Aid (MSA) for road maintenance are based on the current estimates done this year.

Debt Levies		
Current Debt	2021 Debt Levy	2022 Debt Levy
GO 2010B	207,338	207,076
GO 2012B	67,313	65,417
GO 2014A	205,118	200,394
GO 2015A	12,723	14,508
GO 2016A	188,999	193,934
GO 2017A	339,904	344,104
GO 2018A Equip Cert	123,848	126,404
GO 2019A	293,148	295,301
<i>Total Current</i>	1,438,390	1,447,137
New Debt		
GO 2021A - City Hall/Fire		733,323
GO 2021A - Street Improvement		281,003
<i>Total New</i>		1,014,326
Total 2022 Debt Levy		2,461,463

2022 Debt Levy

The overall City levy is made up of the General Fund Operating levy and the Debt levies. The table below shows the actual 2021 Debt levy and the proposed 2022 Debt levy.

The GO 2021A Bonds are estimates since the bond issuance has not yet been finalized. The City expects to close on the bonds on December 7th, 2021.

2022 Preliminary City Property Tax Rate

The tax rate is calculated using the City's Local Taxable Value on property divided by the levy. The levy is made up of the General Fund property tax levy needed to balance the budget and the City's required debt levies on its outstanding bonds. The table below shows the impact on the 2022 tax rate on various home values in the City.

CITY OF Lake Elmo
Financial Management Plan Summary
Real City Taxes Paid by Average Homes

Operating Levy
Existing Debt
New Debt and Operating
Total Tax Levy

Market value
Market Value Exclusion
Taxable Market Value
Tax capacity

\$405.63

Market value
Market Value Exclusion
Taxable Market Value
Tax capacity

\$652.41

Market value
Market Value Exclusion
Taxable Market Value
Tax capacity

\$698.51

Market value
Market Value Exclusion
Taxable Market Value
Tax capacity

0

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23.63822%



Making communities safer - One neighbor at a time

Contact Information

Community Engagement Unit
15015 62nd Street North
Stillwater, Minnesota 55082

Non-Emergency Dispatch.....651-439-9381
Records/Reports.....651-430-7600
Tip-Line.....651-430-7850

THE SOURCE *Winter 2022*

Lake Elmo Public Safety

Adopt a Fire Hydrant - Help Us Help You or Your Neighbors!

It will snow at some point this winter in Lake Elmo! If there was an emergency in your neighborhood, could firefighters locate the closest fire hydrant? We ask residents to help your firefighters by clearing snow and ice a minimum of 3 feet around fire hydrants and clear a pathway to the street. This will allow firefighters to focus on fire department operations during emergencies when every second is critical.



Put a FREEZE on Winter & Holiday Fires

Home fires occur more in winter than in any other season. As you stay cozy and warm and celebrate this winter, be fire smart!

- Cooking fires are the number one cause of home fires and home injuries.
- The leading cause of fires in the kitchen is unattended cooking.
- Heating equipment is involved in 1 in every 7 home fires and 1 in every 5 home fire deaths.
- Keep anything that can burn at least 3 feet from any heat source like fireplaces, wood stoves, radiators or space heaters.
- More than half of the home decoration fires in December are started by candles.

Carbon Monoxide (CO) Alarms at Home

- Carbon monoxide (CO) is a gas you cannot see, taste, or smell. It is often called “the invisible killer.” It is created when fossil fuels such as kerosene, gasoline, coal, natural gas, propane, methane, or wood don’t burn completely. CO gas can kill people and pets.
- Carbon monoxide poisoning can result from gas-, gasoline-, and diesel fueled vehicles idling inside garages or from malfunctioning or improperly vented water heaters, clothes dryers, furnaces and other heating appliances, and portable generators.
- Install and maintain carbon monoxide alarms inside your home to provide early warning and reduce risk of death from carbon monoxide.
- Under Minnesota law, every home is required to have at least one operating CO alarm within 10 feet of every room used for sleeping. Alarms shall be installed on each level containing sleeping areas or bedrooms. The alarms can be hard-wired, battery powered or plug-in devices. Make sure that alarms are UL listed and follow the package instructions for proper placement. For the best protection, have CO alarms that are interconnected throughout the home. When one sounds, they all sound.
- Carbon monoxide alarms are not substitutes for smoke alarms and vice versa. Know the difference between the sound of smoke alarms and the sound of CO alarms.
- Following is information to help make sure all carbon monoxide and smoke alarms have working batteries, accounting for the multiple types of smoke alarms on the market and their varying battery requirements:
 - Smoke and carbon monoxide alarms with non-replaceable 10-year batteries are designed to remain effective for up to 10 years. If the alarm chirps, warning that the battery is low, replace the entire smoke alarm right away.
 - Smoke and carbon monoxide alarms with any other type of battery need a new battery at least once a year. If that alarm chirps, warning the battery is low, replace the battery right away.
 - Replace all smoke and carbon monoxide alarms when they are 10 years old.

New City Staff

Molly Just, Planning Director

Molly joined the Planning Department in September and brings over 20 years of city, county, regional and contracted planning

John Taylor, Building Official

John joined the Building department in October after nearly 30 years serving as a Building Inspector in Iowa. John has a wealth of building knowledge in growing cities.

Anthony Svoboda, Fire Inspector

Anthony joined the Fire Department in April after 10 years as a fire inspector. Anthony is excited to grow with the the city and the Fire Department!

Peter Haveman, Firefighter

Peter joined the Fire Department in August and is looking forward to beginning his career with Lake Elmo

Dale Klitzke, Firefighter

Dale joined the Fire Department in August. This is his first firefighter position after serving for 21 years with the Minnesota National Guard.

Jon Anderson, Firefighter

Jon joined the Fire Department in June. Jon is a career firefighter with nearly 15 years of experience, most recently in Cottage Grove.

Joe Hathaway, Firefighter

Joe joined the Fire Department in June and brings 5 years of firefighting experience, and currently works with the Inver Grove Heights FD.

Winter reminders from the Lake Elmo Public Works Department



Please keep the following in mind this snow plowing season:

- ***Place trash receptacles at the end of your driveway, not in the roadway***
- ***Vehicles should not be left parked on the street during snowfalls***
- ***Depending on the amount of snowfall, streets may be plowed several times***
- ***Mail boxes damaged during snow removal will be evaluated case by case. If it is damaged by City equipment, public works will install a temporary post and will install a permanent post in the spring***
- ***Plowing snow across roadways is unlawful and against State Law. Accidents and damages caused by snow piles left in the roadway may result in liability to the property owner.***
- ***Help shovel out fire hydrants near your homes. Keeping hydrants clear of snow can substantially reduce the time it takes firefighters to put out a fire.***
- ***According to City Ordinances, homeowners are responsible for removing all snow and ice from public side-walks in front of their homes within (48) hours after a snowfall. Failure to do so could result in injury to the public as well as a violation of City ordinances***

Water Rebate Program

The City of Lake Elmo, in partnership with the Metropolitan Council, is offering a rebate program for the purchase of eligible WaterSense Toilets and Smart Irrigation Controllers. Qualifying toilet purchases are eligible for a \$100 rebate on your water bill, and purchases of a Smart Controller device are eligible for a rebate of 90% of the cost of the device (up to \$200).

Since 2020, the program accounted for over \$13,000 in rebates and the installed water saving devices are estimated to reduce water usage by over 800,000 gallons annually! That's enough water to fill the Fire Department Tender Truck over 400 times!

This program is available only to City drinking water customers, to participate in either rebate, purchase and install a qualifying device, complete a rebate form and turn in your form and a copy of your receipt. Upon approval, a credit will be applied to your water bill. More info: www.lakeelmo.org/water



Winter Parking Ordinance Now in Effect

The Winter parking ordinance prohibits parking on Lake Elmo Streets from November 1 through March 31 between 2:00AM and 7:00AM

Public Works can't clear the roadways with cars blocking their paths!



Winter activities in Lake Elmo Parks

Winter doesn't have to be a season spent indoors, check out these activities in Lake Elmo City Parks this Winter:

Ice Skating - Lion's Park has a hockey rink and pleasure rink. Public Works maintains the park and ice rink.

Cross Country Skiing/Hiking/Sledding - Sunfish Lake Park has groomed trails for skiing, snow shoeing and hiking. The park also features a sledding hill.

Sledding - Tablyn Park features a very popular sledding hill for downhill family fun.



Be a Battery Hero!

If it lights up, makes noise or moves without a plug, it has a battery! Batteries make our daily lives more convenient. Once they are used, though, they must be disposed of properly.

If thrown in the trash or recycling, batteries may catch fire and pose a threat to people and property. Some batteries also contain toxic metals, such as cadmium, lead or mercury, which can pose a threat to health and the environment.

Be a battery hero! Put batteries in their place by dropping them off at a county drop-off facility:
co.washington.mn.us/batteries



Parks Update

The City of Lake Elmo, in partnership with Living Healthy and Washington County, received grant funding to install bike repair stations in Sunfish Lake Park and Ivywood Park. The repair stations have tool sets, air pumps and a bike rack to keep you riding.



Sunfish Lake Park Archery Hunt

Sunfish Lake Park will be closed for a deer harvest between November 8 and November 10. For more information, please contact Washington County or visit www.co.washington.mn.us

Notice – Upcoming Archery Deer Harvest

A special permitted archery deer harvest will be conducted at Lake Elmo Park Reserve and Sunfish Lake Park on:

**10/25 – 10/27
&
11/8 – 11/10**

Lake Elmo Park Reserve

Most trails and natural areas are closed to the public. See park website for trails that will remain open (paved trail and a few trails on west side of park).

Sunfish Lake Park

The entire park will be closed to the public.



For more information contact: 651-430-8370

Grass Clippings, Leaves & Yard Debris in Storm Sewers

City storm sewers are designed to carry rain water (commonly referred to as 'storm water'), surface run-off and snow melt to wetlands, ponds, and lakes. Storm sewers are not designed to handle leaves, grass clippings, and other yard debris. During rainstorms, grass clippings, leaves, and other yard debris can plug storm drains/grates and accumulate in the pipes, contributing to clogs and back-ups. In heavy rain events, these clogs and back-ups can cause flooding.

In addition to leaves and yard debris, storm water often contains materials found in pet waste, fertilizers, and pesticides. When even small amounts of these enter waterways they become pollutants that can kill fish and reduce water aesthetics.

Learn more about adopting a storm drain to keep them and our water clear at www.lakeelmo.org





3880 Laverne Ave. N.
Lake Elmo, MN 55042

PRSTD STD
US POSTAGE
PAID
PERMIT NO. 19
LAKE ELMO, MN

**POSTAL PATRON
LAKE ELMO MN 55042**

Public Works Contact Info:

Public Works: 651-747-3940

Emergency:

Monday – Friday: 8:00 a.m. – 4:30 p.m.

City Hall: 651-747-3900

All other hours and weekends,

Washington County Dispatch: 651-439-9381

The City Wants Your Input!

The City has been using the Polco platform to collect the opinions of residents to better improve City services. Questions have been related to the City of Lake Elmo's streets, parks, public safety, and more.

New questions are posted regularly. If you are interested in sharing your opinions, visit www.polco.us/lakeelmo and create an account!

POLCO.us

THE SOURCE

A publication of the City of Lake Elmo
3800 Laverne Ave. N., Lake Elmo MN 55042 • 651-747-3900

Mayor
Charles Cadenhead

Council
Lisa McGinn
Dale Dorschner
Katrina Beckstrom
Jeff Holtz

City Administrator
Kristina Handt

Internet: www.lakeelmo.org
Email: comments@lakeelmo.org
POLICE-FIRE Emergency: 9-1-1
Non-emergency: (651) 439-9381



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