



## STAFF REPORT

DATE: November 18, 2022  
CONSENT

**TO:** Honorable Mayor and City Council

**AGENDA ITEM:** Approve Winter Newsletter

**SUBMITTED BY:** Julie Johnson, City Clerk

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**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.

**FISCAL IMPACT:**

The estimated cost of the printing, preparation, and mailing of each edition of *The Source* is approximately \$2,700.

**RECOMMENDATION:**

If removed from the consent agenda:

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

**ATTACHMENTS:**

- Draft of *The Source* for winter 2022

Winter 2022



[www.lakeelmo.org](http://www.lakeelmo.org)

# THE SOURCE

Your source for City news and information

## Development Updates

2022 has been another busy year so far in the City of Lake Elmo! City projects this year include construction of a new water tower, water and sanitary sewer connections for existing neighborhoods, street improvement projects, construction of a new City Center building and expansion of the Public Works facility. Highway 36 at the northern edge of the city saw major updates this year, including a new interchange at Manning Avenue. Washington County is completing work on Ideal Avenue and beginning work on a new traffic signal at the intersection of Manning Avenue and 30<sup>th</sup> Street.

In addition to the ongoing new home developments, the City Council recently approved a preliminary plan for a mixed use project at 9450 Hudson Boulevard. The residential component, The Hendrix, will include 190 rental units in a four story building facing Hudson Boulevard. This will be the first four story apartment building in Lake Elmo. The resident amenities will include an outdoor pool and plaza and an indoor theater, lounge, and clubhouse.



For the commercial component, The Goddard School is opening a Lake Elmo location between The Hendrix and Hudson Boulevard. The Goddard School will provide preschool/childcare services for up to 188 children. Construction is anticipated to begin soon after the final plan is approved.



Construction is wrapping up on two commercial projects on Hudson Boulevard: Crossroads East and Launch Properties. Both buildings will include a variety of tenants including office space, manufacturing and assembly, warehousing and other non-retail uses. Construction is just beginning on an Enterprise Rent a Car facility near Highway 94 that would include the sale and rental of vehicles.



3800 Laverne Avenue North - Lake Elmo, MN 55042 (651) 747-3900

## **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 grass clippings, leaves and debris, storm water often contains materials found in pet wastes, fertilizers and pesticides. When even small amounts of these materials enter waterways, they become pollutants that can kill fish and reduce water aesthetics.

## ***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***



## Fire Department Update

The Lake Elmo Fire Department has served the City of Lake Elmo providing Fire, Rescue, and Emergency Medical services since 1957 and continues to provide exceptional service to nearly 13,000 residents and visitors alike. Since 1957, the department has changed in many ways, but one factor remains constant: it's our duty to provide the highest level of service to our community.

The Fire Department is currently adjusting our staffing model from a paid-on-call model to a combination model that will utilize full-time and paid-on-call firefighters. The ultimate goal is to operate as a combination department of full-time and paid-on-call firefighters, with a staffed duty crew providing coverage out of the new station 24/7. This transition period and any new staffing adjustments will take time. Converting to this new staffing model will bring many advantages both short and long term to the department and our ability to serve the community.

Advantages of this new model include predictable and consistent staffing, improved response times, reduced hiring costs, firefighter longevity, and an increased proficiency of our skills and training. Most importantly, it will reduce the number of instances that paid-on-call firefighters will be needed to respond from their homes to emergencies. The need to adjust our staffing model is based on an ever changing environment of staffing needs, employee hiring, training, costs, retention, increasing call volume, complexity of work, and the overall positioning of the Fire Department for future service to the community.

## 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.

## What You Need to Know About Smoke Alarms:

- All smoke alarms must be replaced with a new alarm if they are 10 years old or older.
- Install smoke alarms in every bedroom, outside each sleeping area and on every level of the home, including the basement.
- Interconnect your home's smoke alarms. This way, when one sounds, they all sound.
- Teach children the sound of the smoke alarm and to exit the home/building when it sounds.
- Working smoke alarms cut in half your risk of dying in a residential fire.
- Following is information to help make sure alarms have working batteries:
  - 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.

For the most up-to-date information and activities of your fire department, follow us on Facebook

<https://www.facebook.com/lakeelmofd/>

Lake Elmo Fire Department – Proudly Serving Neighbors & Friends

## New City Staff



### Adam Swanepoel

In May 2022, Adam Swanepoel joined the city staff as the Assistant Director of Public Works. Adam was previously employed with the City of Woodbury as their Lead Operator for the Utility Division. Some of Adam's major responsibilities in this role will be helping in the water, sewer and parks divisions. Adam currently resides in Glenwood City, WI with his wife and three children.



### Cody Shivler

Cody joined the city in August 2022 as a building inspector focusing on residential inspections. Cody previously worked in building inspection in southern Minnesota and served in the US Army. Cody and his wife currently live in the Rochester area.

## Winter Parking Ordinance Now in Effect

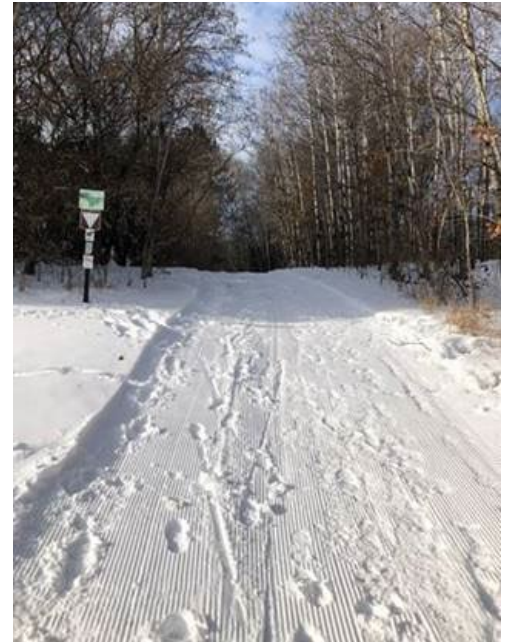
Winter parking ordinance prohibits parking on Lake Elmo Streets from Nov. 1 through March 31 between 2:00 AM and 7:00 AM.

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



## Winter Park and Trail Use

The City of Lake Elmo has elected to focus resources on park nature trails rather than maintaining asphalt trails in the winter. If you are looking to experience groomed nature trails, check out Lake Elmo's Sunfish Lake Park and Reid Park. The snow covered nature trails are groomed after snow events in both parks. Snowshoers, hikers and cross country skiers enjoy the peaceful scenery that groomed park trails offer. Other winter activities include skating at Lions Park and sledding at Tablyn Park. More information on city park locations and amenities may be found on the city's website.



## Water Tower

Construction on a new water tower in the City of Lake Elmo is well under way! The new tower located on Lake Elmo Avenue near I-94, is expected to hold 1 million gallons of drinking water. This will add to the city's current 1.75 million gallons of water storage between two other towers.

Construction of the new tower is expected to continue over the next year and be ready for use in the fall of 2023. The additional storage will help support the continued growth of the City as well as providing the additional aid for the Fire Department's needs now and into the future.



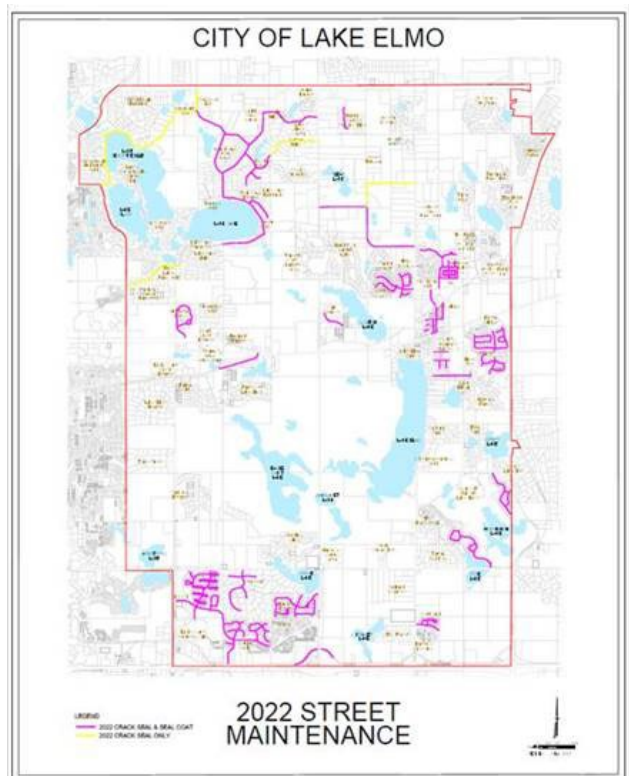
## 2023 Budget and Tax Levy Public Hearing

A public hearing is scheduled for Tuesday, December 6, 2022 at 7:00 p.m. at City Hall. After the hearing the City Council will consider adoption of the final budget and tax levy for 2023.



## Fall Street Sweeping

Public Works will be completing a fall street sweeping on city streets that are known for high volume of leaf debris. Also being swept again will be the 2022 street chip seal coat roads. Please watch Face Book and the web site for notice of the sweeping and avoid street parking when possible during this time. Early in November is typically when this occurs



## Public Safety Reminders



With winter rapidly approaching we need to discuss home security during the upcoming Holiday Season. Unless you've forgotten your incredibly resourceful and independent child at home, here are some things you can do to protect you and your family while enjoying the upcoming holiday and vacation season.

1. Have a plan - Let your neighbors know if your leaving and have emergency contacts planned ahead of time
2. Let the Sheriff's Office know. We'll be happy to stop by - Let us know if anyone else has access to the property, what vehicles should be in the driveway and leave a good contact number for us.
3. Make sure all doors and windows are properly secured before you leave
4. Don't forget to have the Post Office hold your mail or have a neighbor pick it up. This can be a clear indicator to burglars that no one is home
5. If you have an emergency key make sure you bring it inside



If you're going to be gone for an extended period of time consider the following:

1. Have your driveway shoveled during the winter season by a neighbor to appear home
2. Consider a security system or a house sitter
3. Be careful what you share on social media
4. Consider automatic lights

Be safe and have a Happy Winter!

## TRAIL SEAL COATING

Contractors applied seal coating to many of the city's park trails this fall. As part of the city's planned program for trail preservation, seal coating is a preventative maintenance application to increase the lifespan of the trails. Seal coating will help to seal the surface of the pavement to fill voids, small cracks, reduce aging, and to prevent wreathing action and moisture infiltration. Overall, the city sealed over 10.5 miles of park trails throughout the city this fall.





3880 Laverne Ave. N.  
Lake Elmo, MN 55042

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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 is on Nextdoor!**

In an effort to reach as much of the community as possible we've joined Nextdoor to post important updates for residents.



**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](http://www.polco.us/lakeelmo) and create an account!



**THE SOURCE**

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

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