

**CITY OF LAKE ELMO  
CITY COUNCIL MINUTES  
FEBRUARY 21, 2023**

**CALL TO ORDER/PLEDGE OF ALLEGIANCE**

*Mayor Cadenhead called the meeting to order at 7:00 pm.*

**PRESENT:** Mayor Charles Cadenhead and Councilmembers Katrina Beckstrom, Matt Hirn and Jeff Holtz. **ABSENT:** Councilmember Lisa McGinn.

Staff present: Administrator Handt, City Attorney Sonsalla, City Engineer Griffin, City Planner Jensen and City Clerk Johnson.

**APPROVAL OF AGENDA**

*Councilmember Holtz, seconded by Councilmember Beckstrom, moved TO APPROVE THE AGENDA AS PRESENTED. Motion passed 4 – 0.*

**ACCEPT MINUTES**

*Councilmember Holtz, seconded by Councilmember Hirn moved TO ACCEPT THE MINUTES OF THE FEBRUARY 7, 2023 REGULAR AND SPECIAL CITY COUNCIL MEETING AS PRESENTED. Motion passed 4 – 0.*

**PUBLIC COMMENTS/INQUIRIES**

None

**PRESENTATIONS**

Lake Elmo Jaycees presented a donation of \$10,000 to the City from their charitable gambling operations. Jaycees President Stacy also noted that the Jaycees are currently welcoming new members.

**CONSENT AGENDA**

2. Approve Payments and Disbursements
3. Approve Pay Request No.13 for the New City Center and Public Works Addition
4. Approve Resolution Establishing Municipal State Aid Streets – *Resolution 2023-013*
5. Approve Pay Request No. 16 for Old Village Phase 5 and 6 Street and Utility Improvements

6. Approve Change Order No. 3 for Parkview-Cardinal Neighborhood Street and Utility Improvements
7. Approve Pay Request No. 7 for Water Tower No. 3
8. Approve Pay Request No. 9 for Whistling Valley Street and Utility Improvements
9. Royal Golf 5<sup>th</sup> Addition Development Agreement - *Resolution 2023-012*
10. Park Dedication Requirements Text Amendment – *Ordinance 2023-03*

***Councilmember Beckstrom, seconded by Councilmember Hirn, moved TO APPROVE THE CONSENT AGENDA AS PRESENTED. Motion passed 4 - 0.***

**ITEM 11: Approve Plans and Specifications and Order Advertisement for Bids for Old Village Phase 7 Street and Utility Improvements**

City Engineer Griffin presented the proposed scope of improvements, project schedule, proposed improvements, no parking plan and phasing plan.

***Councilmember Holtz, seconded by Councilmember Hirn, moved TO APPROVE RESOLUTION NO. 2023-014 APPROVING THE PLANS AND SPECIFICATIONS AND ORDERING THE ADVERTISEMENT FOR BIDS FOR OLD VILLAGE PHASE 7 STREET AND UTILITY IMPROVEMENTS. Motion passed 4 - 0.***

**ITEM 12: Landscape Requirements Text Amendment**

City Planner Jensen presented proposed text amendments to address concerns and provide clarity to the code requirements for screening standards between different types of uses. Discussion was held concerning the height of screening elements and lighting.

***Councilmember Hirn, seconded by Councilmember Beckstrom, moved TO ADOPT ORDINANCE 2023-04 AMENDING THE LANDSCAPING PROVISIONS IN SECTION 105.12.480 LANDSCAPE REQUIREMENTS AS PRESENTED. Motion passed 4 – 0.***

***Mayor Cadenhead, seconded by Councilmember Beckstrom, moved TO ADOPT SUMMARY PUBLICATION OF ORDINANCE 2023-04 WITH APPROVAL OF RESOLUTION 2023-011. Motion passed 4 – 0.***

**ITEM 13: Water Appropriations Permit Amendment Appeal**

City Administrator Handt requested Council approval to appeal the DNR denial of an amendment to the City's permit that would increase the yearly water appropriation.

***Councilmember Beckstrom, seconded by Councilmember Holtz, moved TO APPROVE THE LETTER TO COMMISSIONER STROMMEN REQUESTING A CONTESTED CASE HEARING. Motion passed 4 – 0.***

**ITEM 14: 2023 Strategic Planning and Goal Session Report**

City Administrator Handt reviewed the report from the 2023-2024 goal setting session and noted the goals that were identified as being high priority. Discussion was held regarding staff time constraints and the number of large projects on the list. Prioritization of goals and developing smart goals was also discussed.

***Mayor Cadenhead, seconded by Councilmember Holtz, moved TO TABLE TO A WORKSESSION FOR FURTHER DISCUSSION. Motion passed 4 – 0.***

**ITEM 15: EDA 2023-2024 Work Plan**

City Administrator Handt presented updates to the 2022-2024 EDA Workplan proposed by the EDA.

***Mayor Cadenhead, seconded by Councilmember Holtz, moved TO APPROVE THE 2023-2024 LAKE ELMO EDA WORK PLAN. Motion passed 4 – 0.***

**COUNCIL REPORTS**

**Mayor Cadenhead:** Provided a public safety announcement warning of a winter storm approaching and reminded residents to avoid putting snow in the streets and to clear snow from around fire hydrants.

**Councilmember Holtz:** Provided an updated from the EDA meeting and noted the airport commission meeting next week.

**STAFF REPORTS AND ANNOUNCEMENTS**

**Administrator Handt:** Reported that the water permit appeal would be going to mediation in May.

**City Clerk Johnson:** Noted that announcements related to the upcoming winter storm would be provided on the City's Facebook page.

Meeting adjourned at 8:20 pm.

**LAKE ELMO CITY COUNCIL MINUTES**  
**February 21, 2023**

ATTEST:

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Charles Cadenhead, Mayor

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Julie Johnson, City Clerk