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Your Weekly Source for City News and Information

Public Meetings Next Week

- City Council Meeting Tuesday, March 16th 7:00PM
- Parks Commission Meeting Monday, March 15th - Cancelled



City Agendas and Minutes

*Due to the Coronavirus Pandemic and the State of Emergency the City will be conducting the City Council meeting and public hearings telephonically or by other means. The City Council Chambers will not be open to the public. The City will be broadcasting the meeting via our normal link on the City website.

Visit our website



Tuesday, March 16th City Council Meeting Agenda



NOTICE OF MEETING

City Council Meeting

Tuesday, March 16, 2021 7:00 P.M.

City of Lake Elmo | 3800 Laverne Avenue North

Due to the Corona Virus pandemic and the State of Emergency, the City will be conducting the City Council meeting and public hearings telephonically or by other electronic means. **The City Council Chambers will not be open to the public.** The City will be broadcasting the meeting via our normal link on the City website - www.lakeelmo.org and on SCC TV Channel 16.

- To access the meeting via GoToWebinar: Use www.gotomeeting.com and select "join". Enter webinar ID 337-524-371
- To access the meeting via telephone: Call +1 (415) 930-5321, when prompted, enter audio access code 814-954-407

Agenda

- A. Call to Order/Pledge of Allegiance
- B. Approval of Agenda
- C. Approval of Minutes
 1. March 2, 2021
- D. Public Comments/Inquiries
- E. Presentations
- F. Consent Agenda
 2. Approve Payment of Disbursements
 3. Approve Pay Request No. 5 for Pump house No. 5.
 4. Approve Geotechnical Services Contract for Heritage Farms Street and Utility Improvements
 5. Approve Step Increase for Fire Chief
 6. Accept February 2021 Building Department Report
 7. Accept February 2021 Public Works Department Report
 8. Accept February 2021 Fire Department Report
 9. Accept Bids and Award Contract for the Hamlet on Sunfish Lake Street and Utility Improvements – *Resolution 2021-028*
 10. Approve Predevelopment Finance Fund Grant Application and Wetland Delineation for City Owned Property at CSAH 14 and Ideal Ave – *Resolution 2021-029*
- G. Regular Agenda
 11. Public Improvement Hearing. Public Improvement Hearing. Council Orders the Improvement; accepts Bids and awards Contract with Change Order No. 1 for the Old Village Phase 5 Street and Utility Improvements – *Resolution 2021-030 & 2021-031*
 12. Schematic Design of New City Hall/Fire Station
- H. Council Reports
- I. Staff Reports and Announcements
- J. Adjourn

Register For Virtual Meeting

[Meeting Materials Can Be Accessed Here](#)

Public Facilities Project Update



- 1 New City Hall Entrance
- 2 New Fire Station Expansion
- 3 Council Chambers/Community room addition
- 4 Parking
- 5 Fire Department Parking
- 6 City Hall/Sheriff
- 7 Laverne Avenue

CITY OF LAKE ELMO COMBINED CITY HALL & PUBLIC SAFETY FACILITY

The new Lake Elmo City Hall / Public Safety Facility combines City Hall staff and functions, the entire Fire Department, and a satellite office for the Washington County Sheriff's department. This co-location involves renovating and expanding the City-owned Brookfield Office building to concentrate civic resources into a single structure at the historic core of the city. In addition, the Public Works facility will also be expanded to accommodate City growth and expanded service needs.



TOTAL ANTICIPATED PROJECT COST: \$14,600,000
DESIGN COMPLETION: Late summer 2021
CONSTRUCTION COMPLETION: Fall of 2022





MEETING THE DEMANDS OF AN EVOLVING FIRE SERVICE

Lake Elmo currently has two fire stations, Fire Station #1 at 3310 Laverne Ave. N. and Fire Station #2 at 4259 Jamaica Ave. N. This project will consolidate these two stations into a single, state-of-the-art station that will meet the needs of our community and firefighters today and into the future. The building is designed to accommodate increasing call volumes, meet the demands for training and to support our evolving role as all hazard responders.

Due to the changing environment of fire department staffing needs and the impacts of that in relation to incident response times and budget responsibility, the fire department is consolidating to a single station which will allow the department the ability to transition to a staffing model that provides 24/7 coverage from the single station. This change requires the updated facilities like staff dorm rooms, day room and kitchen area, fitness room, staff workspaces and offices.

Educational materials provided by the City of Lake Elmo

For more information, visit our website: www.lakeelmo.org or contact Kristina Handt, Administrator at KHandt@lakeelmo.org



The current fire stations are too small to accommodate modern apparatus and equipment and cannot provide adequate health protections for our firefighters.

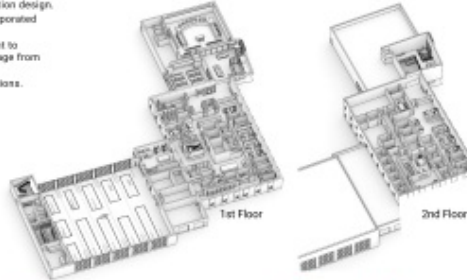
A FUNCTIONAL FIRE STATION

A new, single, state-of-the-art station will meet the needs of our community and firefighters today and into the future. Designed to accommodate our evolving role as all-hazard responders it will:

- Modernize our facilities following best practices in station design.
- Enhance firefighter training with training features incorporated into the building.
- The addition of living quarters will allow the department to transition to a staffing model that provides 24/7 coverage from the single station.
- Improve response times and overall department operations.

DESIGNED FOR FIREFIGHTER HEALTH AND SAFETY

- Distinct spaces to properly decontaminate gear and equipment. Focus to reduce staff exposure to firefighting carcinogens and other toxic materials.
- Properly ventilate the apparatus bay to reduce staff exposure to diesel exhaust and other harmful fumes.
- Space that supports the physical and mental health of staff.
- Clear separation between public and private spaces.



Lake Elmo City Hall, built in 1986, is a very small 2,806 SF. There are insufficient offices for all staff members and the restrooms are not accessible. The council chambers are small, do not provide sufficient space for department heads or members of the public, and lack modern technological updates. City staff have long outgrown this building and have since moved into the Brookfield Building located across the parking lot.

The Brookfield Building was purchased by the City in 2018 as a method of maintaining city functions next to the outgrown City Hall at a lower cost alternative to new construction. It was constructed in 1980 and will require a major overhaul to increase its useful life.

AN EXPANDED AND IMPROVED CITY HALL

- Improved service accessibility
- Community room available for public use
- New council chambers with updated technology
- Additional conference rooms
- Co-locate Washington County Sheriff staff
- Office space for growth of city staff
- Accessible restrooms.

Regular updates and documents are available [here](#).



Capital Improvement Committee

At the February 2 meeting the City Council created a new committee to aid the City in development of the annual Capital Improvement Plan (CIP). Members of this committee will help guide the City's plan for infrastructure, vehicles, equipment and public facilities.

Members of this committee will meet regularly May through August to make recommendations for the CIP including estimated costs, the need for improvements, funding sources, and financial impacts of improvements.

Interested residents are encouraged to apply!

[More Information Available Here](#)

Requests For Proposals

The City of Lake Elmo is accepting submissions for two Requests for Proposals:

- Proposals for the Purchase of City Owned Land
- Proposals for an Operational Audit of the Planning and Building Departments

[More Information Available Here](#)



Spring has sprung!

Advice for eco-friendly landscaping, native gardens, & shoreline buffers

☐ "Leaf" some for the bees

In the early days of spring, many pollinators and beneficial insects are still in hibernation. Wait until the daytime temps are consistently above 50°F to cut down stems and rake leaves out of garden beds.

☐ Wait to rake or fertilize your lawn

In the early spring, most lawns are still soft. Raking injures the grass and creates bare patches for weeds to grow. Fertilizing too early encourages the grass to grow tall instead of building healthy roots.

☐ Don't trim oak branches or dig near oaks

April, May and June are high risk months for oak wilt, a fungal disease that kills thousands of oak trees every year.

☐ Plan a native garden

Native plants provide food and habitat for birds and pollinators and don't need irrigation, fertilizer, or lawn chemicals.

Use the "Plant Finder" tool at www.BlueThumb.org to learn which native plants are best suited for your yard - whether it is sunny or shady, wet or dry. The website also has links to native plant retailers.

☐ Attend a free workshop

Native shoreline buffers: April 29, 6-7:15pm
Register online: tinyurl.com/shorelines21

All Things Raingarden: May 11, 6-7:15pm
Register online: tinyurl.com/raingarden21

Blue Thumb - Planting for Clean Water:
• Resilient Yards
• Bee Lawns
• Planting for Clean Water
More dates at bluethumb.org/events

☐ Schedule a free site visit

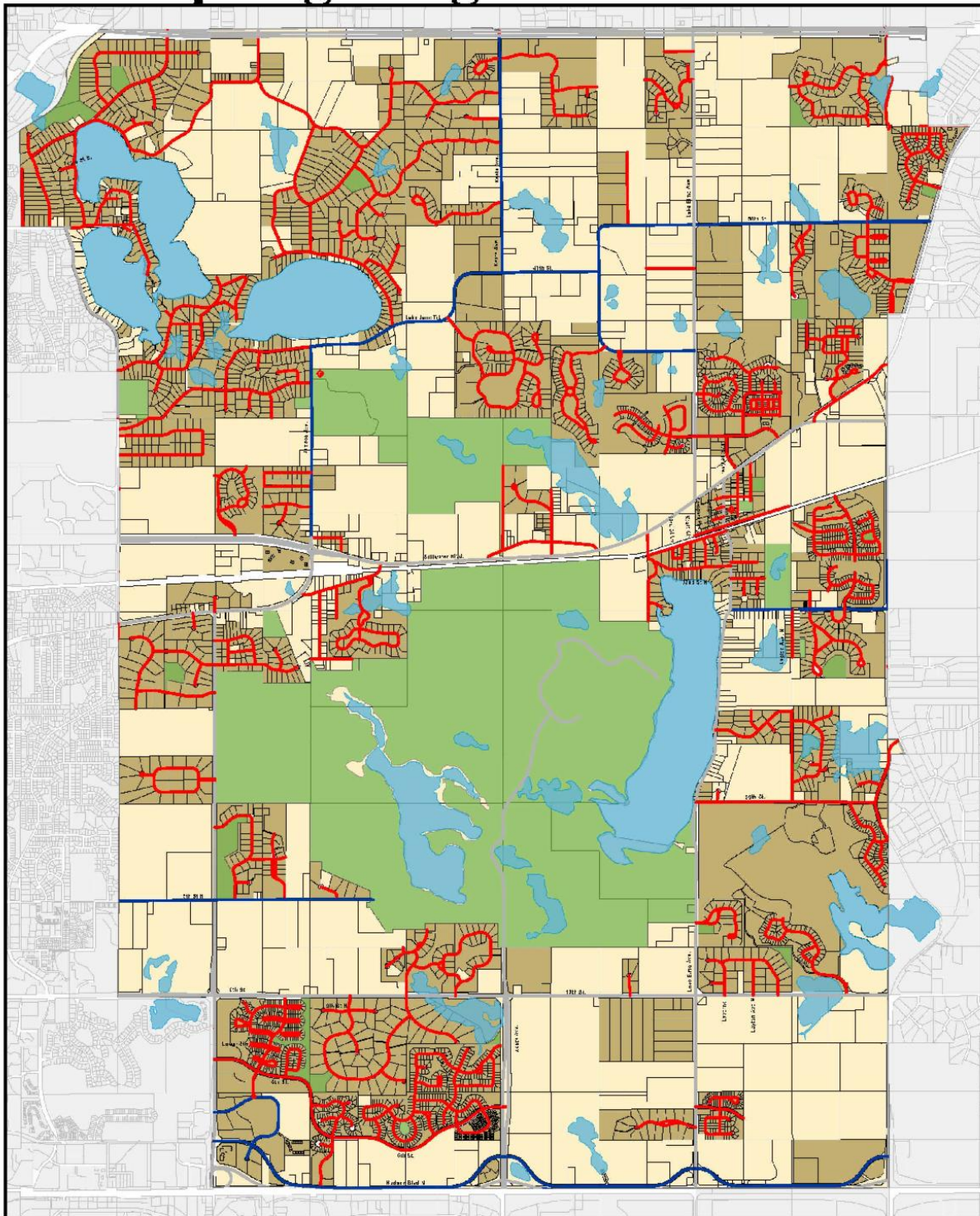
www.mnwcd.org/site-visit-signup-form

A typical site visit lasts 30-60min:
• Begin planning native garden, raingarden, and shoreline planting projects
• Get advice on ways to manage erosion and invasive species
• Learn about available grants

East Metro Water Resource Education Programs

- [Shoreline Realtor Workshop](#) – April 19
- [Raingarden Workshop](#) – May 11, 6-7:15pm
- [2021 Workshops for the Public](#)

Spring Weight Restrictions



- Other non City Roads
- 7 Ton City Roads
- 9 Ton City Roads

0.5 0.25 0 0.5 Miles

Map Date: 2019



City Hall
3800 Lovette Avenue N
(651) 747-3800
www.lakeelmo.org



Fire Department
Station No. 1
3400 Lovette Ave N
(651) 770-6600
Station No. 2
4200 Jamaica Ave N
(651) 770-3612

Instances where there appears to be one name covering multiple streets it may follow up with Court, Ave, Boulevard, upper or lower, or other.

Such as
4th St N, Upper 4th St N,
4th Court N, 4th Ave N.

With questions contact Public Works at 651-747-3940

Spring Road Weight Restrictions went into effect Thursday, March 4 at 12:01AM. Axle weight limits are restricted on certain streets within the City of Lake Elmo to protect the streets from damage when road and weather conditions warrant in accordance with State & City regulations. More information is available here: [here](#).

Public Works Crews will begin filling potholes on Lake Elmo streets Monday, March 1st. Feel free to report potholes by calling Public Works at 651-747-3940 or City Hall at 651-747-3900. Please slow down when approaching street crews. Thank you for your cooperation.





Lake Elmo Public Works is continuing to upgrade water meters in 2021. Should you receive a meter replacement letter or door tag please call Public Works to schedule an appointment. The process takes approximately 15 minutes and is at no cost to the homeowner. If you received a letter or door tag and do not want work performed in your home at this time please contact Public Works.



Lake Elmo Public Works

651-747-3940



The City of Lake Elmo is Accepting Applications for Multiple Commissions and Boards

The City of Lake Elmo is experiencing an exciting time of community growth. The City is fortunate to have active and involved residents on its commissions providing valuable input for future projects and growth. The City is currently seeking applications for:

- Planning Commission
- Capital Improvement Committee
- Economic Development Authority

- Citizen Representative to the Ramsey Washington Suburban Cable Commission

If you are interested in serving the community in this capacity, please contact City Hall at 651-747-3900 for an application form. The application form is also available [here](#).

SUMMARY OF AN ORDINANCE GRANTING A FRANCHISE TO COMCAST OF MINNESOTA, INC. (“ COMCAST”) TO CONSTRUCT, OPERATE, AND MAINTAIN A CABLE SYSTEM IN THE CITY OF LAKE ELMO , MINNESOTA SETTING FORTH CONDITIONS ACCOMPANYING THE GRANT OF THE FRANCHISE; PROVIDING FOR REGULATION AND USE OF THE SYSTEM AND THE PUBLIC RIGHTS- OF-WAY; AND PRESCRIBING PENALTIES FOR THE VIOLATION OF THE PROVISIONS HEREIN.

On April 6, 2021, the City of Lake Elmo, Minnesota (“City”) will consider adoption of an Ordinance granting a Cable Television Franchise to Comcast. The Ordinance serves two purposes. First, it grants a nonexclusive cable franchise to Comcast to operate and maintain a cable system within the City. Second, it provides requirements for the provision of cable television services including technical standards, customer service obligations, and related matters.

The Ordinance includes the following key terms:

- 1) Establishes a franchise term of ten (10) years;
- 2) Imposes on Comcast a franchise fee of five percent (5%) of Comcast’s annual gross revenues;
- 3) Incorporates the City Code regarding right-of-way protections;
- 4) Requires Comcast to dedicate channel capacity for public, education, and government (“PEG”) programming;
- 5) Establishes a PEG Fee between three-and-one-quarter percent (3.25%) and two-and-three-quarters percent (2.75%) of Comcast’s annual gross revenues;
- 6) Imposes strong customer-service standards regarding Comcast’s provision of cable services; and
- 7) Requires a performance bond and letter of credit to enforce Comcast’s compliance with the Ordinance.

It is hereby determined that publication of this title and summary will clearly inform the public of the intent and effect of the Ordinance. A copy of the entire Ordinance shall be posted at the Lake Elmo City Hall.



The City of Lake Elmo is Accepting Applications for the Following Positions:

- Building Official
- Part Time Firefighter
- Fire Inspector/Lieutenant
- Public Works Seasonal Employees
- Paid on Call Firefighters

Visit our website

Washington County Sheriff Department

If you are planning on being away from home or on vacation please follow some of the tips below to increase the safety and security of your property.

1. Lock all of the doors and windows.
2. Clear out the mailbox and notify the post office to hold your mail until you return. If you are having packages delivered be sure to use the package tracking options and arrange for the package to be picked up by a friend of family member.
3. Keep the yard and/or driveway maintained. Removal of snow from the driveway and walking paths is important.
4. Hide or secure your valuables from view of windows. Using safes is helpful in securing important items.
5. Don't broadcast your plans of being gone on social media. Only notify those who will be helping you in keeping an eye on your residence like a neighbor, family or friends.
6. Get your security system updated, tested and notified of your vacancy. Posting security signage in your yard on residence can help with deterrence of theft and burglary. Many door camera systems can be purchased at a reasonable price with instant notification of activity at your residence while you are away.
7. Adjust your heating settings especially as temperatures can drop significantly this time of year to avoid frozen water lines.
8. Security lighting and timers. The proper lighting on your residence can help to deter theft.
9. Request vacation checks through the Sheriff's Office while you are out of town.

These are just a few quick steps you can take to increase the security of your home while you are away. If you are interested in receiving information on vacation checks call our non-emergency number 651-439-9381



HIGHWAY 36 AND MANNING AVENUE INTERCHANGE PROJECT

Washington
County

New Construction Update Available

Follow the link below to see the latest Construction Update:

[Construction Update: March 2, 2021](#)

To learn more about the project, visit the project website at:

www.co.washington.mn.us/Manning36Interchange

County Highway 13 (Ideal Avenue) Phase II

Washington County in partnership with the City of Lake Elmo are providing an online project update on the proposed improvements to Ideal Avenue between County Highway 14 and 44th Street. The

project website provides program information and updates.

[Project Website](#)



**ADOPT
A STORM
DRAIN**



Storm drains in our city help to protect neighborhoods from flooding, but they also carry litter and polluted runoff from streets and parking lots into nearby lakes and streams.

You can make a difference by volunteering just 15-minutes, twice a month, to keep their nearest storm drain clear of litter, leaves, grass clippings and dirt. To sign up: go to www.Adopt-a-Drain.org and use the map to find your neighborhood storm drains – then click and sign-up to adopt.

Temporary Rate Discount for Small and Mid Sized Businesses from Xcel Energy

If your business has experienced a material impact from the pandemic, along with an electric load decrease of 25% or more in electric demand as a direct result of the COVID-19 pandemic or civil unrest, you may be eligible for a temporary 25% discount on base energy and demand charges.

[Information Available Here](#)



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 cannot clear roadways with cars blocking the path.





3M East Metro Settlement Updates



Well sampling in the east metro area

If you live in the area that is a priority for testing, you can request that your private well water be tested.

- To see if you live in the priority sampling area, use the [interactive map](#).
- If you live in the priority sampling area, you can request to have your well tested by filling out and [submitting this online form](#).

More information about the priority testing area is available on the Well sampling in the [East Metro Area webpage](#).

Water Conservation Rebate Program

The City of Lake Elmo, in partnership with the Metropolitan Council, is offering a rebate program for purchases of eligible WaterSense toilets and Smart Irrigation Controllers. Qualifying purchases are eligible for up to a \$200 credit on your water bill.



[Program Details Available Here](#)

Washington County Library branches are open for express service.



- Pick up holds • Browse materials
- Use computers for 1 hour or less
- Schedule curbside pickup



Washington County Library branches are currently open for Express Service. Visit the library during reduced hours to browse materials, pick up holds, and use a computer for up to one hour. Curbside service is also available for community members who cannot enter our buildings. Learn how we're keeping the library safe for everyone at WashCoLib.org/COVID19.



Washington County Library now has mobile hotspots and Chromebooks available to check out. Get internet at home or on the go (for free!). Devices can be checked out for one month at a time, and can be renewed three times if there are no other holds. You only need a library card registered in Washington County to borrow a device. More information is available at WashCoLib.org/devices.

Washington County Library Events