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Your Weekly Source for City News and Information

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## Public Meetings Next Week

- City Council Meeting Tuesday, December 6, 7:00 p.m.



[City Agendas and Minutes](#)

Visit our website

Join us on Nextdoor





## NOTICE OF MEETING

### City Council Meeting

Tuesday, December 6, 2022 7:00 P.M.

City of Lake Elmo | 3800 Laverne Avenue North

### AGENDA

**A. Call to Order/Pledge of Allegiance**

**B. Approval of Agenda**

**C. Approval of Minutes**

1. November 9, 2022; November 15, 2022

**D. Public Comments/Inquiries**

**E. Presentations**

- 30 Year Service Recognition - Brian Johnson

**F. Consent Agenda**

2. Approve Payment of Disbursements and Payroll
3. Approve Assistant Fire Chief/Fire Marshal Job Description
4. Approve Payroll/Accounts Payable Clerk Job Description
5. Approve 2023 Meeting Schedule
6. Approve 2023 Paid on Call Firefighter Pay Scale
7. Adopt Resolution Declaring Polling Locations for 2023 – *Resolution 2022-109*
8. Approve Massage License Renewals
9. Approve New Massage Therapy License – 9931 Hudson Blvd.
10. Approve Liquor License Renewals
11. Approve Lawful Gambling Permit – *Resolution 2022-117*
12. Approve Contract for Landscape Architect Services
13. Approve Hire of Full Time Firefighter
14. Approve Hire of Finance Director
15. Adopt Building Permit Refund Policy
16. Approve the Sale of Surplus Equipment
17. Approve Mowing Contract with Duddeck's Property Management
18. Approve Amendment #2 to MPCA Grant Agreement for Hamlet on Sunfish Lake
19. Approve Amendment #2 to MPCA Grant Agreement for 38<sup>th</sup>/39<sup>th</sup> St
20. Approve Release of Warranty Security for Four Corners 1<sup>st</sup> Addition
21. Accept Improvements and Approve Security Reduction for Northport 1<sup>st</sup> and 2<sup>nd</sup> Addition
22. Approve Release of Warranty Security for Inwood 4<sup>th</sup> Addition

**G. Regular Agenda**

23. Public Hearing for 2023 General Fund Budget and 2023 Final Property Levy Certification - *Resolution 2022-107; Resolution 2022-108*
24. Public Hearing Improvement Hearing: Order Improvements for the Old Village Phase 7 Street and Utility Improvements – *Resolution 2022-110*
25. 8265 Hidden Bay Trail – Variance for Septic Setback from Wetland – *Resolution 2022-111*
26. 8243 Demontreville Trail – Jesuit Retreat House CUP – *Resolution 2022-112*
27. Inwood 7th Addition – Nail Salon & Restaurant - Replat Outlot, Preliminary Plat Extension – *Resolution 2022-113; 2022-114*
28. PUD Amenity Categories – *Ordinance 2022-16; Resolution 2022-116*
29. 2023 Fee Schedule – *Ordinance 2022-17; Resolution 2022-115*
30. 2023-2027 Capital Improvement Plan
31. Updated Compensation Policy and Implementation for 2023

**H. Council Reports**

**I. Staff Reports**

**J. Adjourn**

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# LIGHT UP LAKE ELMO

Saturday, December 3rd

## 4:00PM - 5:30PM ACTIVITIES

### 1 - ROCKPOINT CHURCH

Lighted Wagon Rides

### 2 - WASHINGTON COUNTY LIBRARY

Snowflake Craft & Mini Story Times

### 3 - ESTABLISH SALON, MORSELS, RYTHER

Cookie & Cupcake Decorating, Wine & Spirits

### 4 - THRIVE HQ & CHRIST LUTHERAN CHURCH

Outdoor S'mores & Reindeer Hats

### 5 - HAGSTROM BUILDER COURTYARD

Community Tree from Krueger's Christmas Tree Farm

### 6 - BE THE LIGHT HAIR STUDIO

Holiday hair, braids & ponytails

### 7 - URBAN COFFEE COMPANY

Live Music

### 8 - FLAGSHIP RECREATION, MARQUESS

STUDIOS, LAKE ELMO INN, GORMAN'S

Reindeer Food & Felt Ornaments

Holiday Cookies, Bars & Hot Cocoa

### 9 - LA VIE EST BELLE, THE HAIR CROSSING, THE FIELDS AT ARBOR GLEN

"Key to Santa's Workshop"

DEAN & TOM TEAM / EDINA REALTY

An appearance by Santa!

## 5:45PM TREE LIGHTING

### 5 - HAGSTROM BUILDER COURTYARD

Mayor's Welcome Speech

& Community Tree Lighting to Follow

## Snow Plowing

Please remember that the City of Lake Elmo has a winter parking ordinance that **prohibits parking on city streets from November 1st through March 31st between 2:00 a.m. and 7:00 a.m.** This gives crews a window of time for clearing streets curb to curb more efficiently. Plows will be out again Saturday morning around 2:00 a.m. to improve roadways after tonight's winter weather event. Thank you for your understanding and cooperation with minimizing parking on the streets today and Saturday night.



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's number one value statement is to foster an environment based on trust and ethics. These philosophies and practices help the city in recruiting and retaining exceptional community servants in this capacity.

## Accepting Applications for Commissioners on the following Commissions/Committees:

PLANNING COMMISSION  
PARKS COMMISSION  
ECONOMIC DEVELOPMENT AUTHORITY  
CAPITAL IMPROVEMENT COMMITTEE

The City of Lake Elmo is currently accepting applications to serve on the Planning Commission, Parks Commission, Economic Development Authority and Capital Improvement Committee beginning in 2023. Commissioners typically serve a three year term.

The **Planning Commission** advises the City Council regarding matters relevant to city planning and zoning practices, initiatives, applications, city code and the comprehensive plan.

The **Parks Commission** advises the City Council on matters relevant to the city's parks and trail systems.

The **Economic Development Authority (EDA)** advises the Council on economic development matters including business retention, expansion and recruitment.

The **Capital Improvement Committee** serves to aid the City Council and staff in the development of the annual Capital Improvement Plan; a plan for the City's infrastructure (such as streets, parks and utility systems), vehicles, equipment and public buildings. The plan includes estimated cost, the need for each improvement, funding source and the financial impact that the improvement will have on the City. Terms will be staggered for the inaugural year. Opportunities to commit to 1, 2 or 3 years is available.

The city is currently seeking volunteers who have an interest in providing service and representing the community on the above commissions and committee. For more information about the commissions and committees, visit [www.lakeelmo.org](http://www.lakeelmo.org) and click on Commissions and Committees under the Government heading.

If you are interested in serving the community in this capacity, please contact City Hall at 651.747.3900 for an application form. Applications are also available on our website at [www.lakeelmo.org](http://www.lakeelmo.org). Applications will be accepted until positions are filled. First review of those received by Friday, December 16, 2022. Thank you for your interest in the City of Lake Elmo.



PLEASE CONTACT CITY ADMINISTRATOR KRISTINA HANDT AT 651.747.3905 OR [KHANDT@LAKEELMO.ORG](mailto:KHANDT@LAKEELMO.ORG) WITH ANY ADDITIONAL QUESTIONS YOU MAY HAVE REGARDING THE OPPORTUNITY TO SERVE ON ONE OF THE CITY'S COMMISSIONS OR BOARDS.



## **Get out and enjoy the freshly groomed trails!**

Public Works staff has recently groomed all multiuse trails within the Sunfish Lake, Reid, Pebble and Demontreville Wildlife Park.

Sunfish Lake Park is the largest park in the city and offers 248 acres of nature and fresh white snow. Walk/run/bike or ski the 5.5 miles of groomed trails within the park. Gates to the park open at 7 a.m. and close at 9 p.m.

**The Brookfield building at 3880 Laverne Avenue is closed and under construction. All City Services are available at City Hall, 3800 Laverne Avenue**

**Please drive slowly and watch for construction activity**

# 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!



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## The City of Lake Elmo is on Nextdoor!

In an effort to reach as much of the community as possible we've joined Nextdoor. We will use our public agency page to post news and important updates for residents.

[Find us here!](#)





# SALLY MANZARA INTERPRETIVE NATURE CENTER FALL PROGRAMS

## ANNUAL BUCKTHORN FESTIVAL

Saturday, October 22, 9:30 a.m. - 12:00 p.m.

Bring your work gloves and trimmers and help us with our continued effort to remove buckthorn and other invasive species in Sunfish Lake Park. Afterwards, we will provide a lunch of hot dogs, music and other fun activities. This is a family friendly event for all ages.



## FAMILY NATURE EXPLORATION

1st & 3rd Saturdays, 10:00 a.m.

\$5/family, register online or drop in

**October 1 - Bird Migration**  
with Ecologist Mary Frick

**October 15 - Fall Photography Hike**  
with Master Naturalist Christa Rittberg

**Rescheduled for Feb.**  
**Cryogenics**  
with 3M Wizard  
Jeff Payne

**November 19 -  
Getting Ready  
for Winter**  
with Ecologist  
Mary Frick

**December 3 - Air & Vacuum**  
with 3M Wizard Jeff Payne

**December 17 - Winter Scavenger Hunt**  
Check in for supplies, self-guided



## ADULT EDUCATION SERIES

\$10/person, register online or drop in if not filled  
Monthly presentations and workshops offered on topics related to nature, research, and science. Reserve a spot by registering online or drop ins available if our website shows there are still openings.

**October 20, 7:00 p.m.**  
**Nature Photography**  
with former journalist  
Sue Steinwall



**November 21, 7:00 p.m.**  
**Loggers' Tales**  
with retired Minnesota  
State Park Naturalist  
Dave Crawford



**December 8, 7:00 p.m.**  
**Preserving Ice in the  
Environment**  
with retired 3M  
Chemist Tony Manzara

## INTERPRETIVE DROP-IN EVENTS

2nd & 4th Saturdays, 10:00 a.m. -12:00 p.m.

**FREE**, drop-in education activities  
in the building, for all ages

**October 8 - Monarch Migration**  
**October 22 - Buckthorn Festival**  
**October 29 - Prairie**  
**November 12 - Agates**  
**November 26 - Turkeys**  
**December 10 - Bees**



**CHECK OUR PROGRAM SCHEDULE & REGISTER FOR FEE BASED EVENTS AT:  
[SMINC-LAKE-ELMO.ORG/EVENT-DESCRIPTIONS/](http://SMINC-LAKE-ELMO.ORG/EVENT-DESCRIPTIONS/)**



The Sally Manzara Interpretive Nature Center is open every day  
Visit <https://sminc-lake-elmo.org/> for details.



The Sally Manzara Interpretive Nature Center in Lake Elmo's Sunfish Lake Park is operated by a non-profit organization for the benefit of the entire community. We offer programs and events for people of all ages, and have "adopted" the Park in the City's program. This work is all funded by donations. To make a donation visit <https://sminc-lake-elmo.org/donate/> Thank you for your support!

Don't miss our family program, Air & Vacuum, on Saturday, December 3<sup>rd</sup> at 10:00 AM with 3M Wizard Jeff Payne!

Jeff will explore properties of the air around us. Learn about air pressure and how it changes when air is added to a system, taken away from a system, or is put into motion.

Register now or pay \$5/family at drop in: <https://sminc-lake-elmo.org/family-nature-exploration-events/>



Upcoming activities at the Sally Manzara Interpretive Nature Center

- **Tai Chi Class - Weekly on Wednesday** from 10:00 AM to 11:00 AM – We are hosting a free Tai Chi class every Wednesday. For details contact Paul Ryberg at [pryberg@gmail.com](mailto:pryberg@gmail.com). We'll meet upstairs in the mezzanine level
- **Buckthorn Removal - Saturday 12/10** starting at 9:30 AM – Please come and help. We have the loppers and the gloves, bring your energy. George can help you get started if you have never removed buckthorn before. If you have questions, please call George at 651-757-5610.
- **Saturday 12/10 - Interpretive Drop-In Event on Bees** from 10:00 AM to Noon. What do bees do in the winter? Where do they go? What do they eat? Learn the answers to these questions and many more.





### Lake Elmo Library

3537 Lake Elmo Avenue N  
Lake Elmo MN 55042  
651-275-8515  
WashCoLib.org

### Hours:

Monday: 10 a.m. - 4 p.m.  
Tues., Wed., Thurs.: 12-8 p.m.  
Friday: 10 a.m. - 4 p.m.  
Saturday: 10 a.m. - 2 p.m.

Washington  
County  
LIBRARY



## WHAT'S NEXT CEO ROUNDTABLE INFORMATION SESSION

JOIN US FOR AN INFORMATIONAL  
SESSION ABOUT THE NEW FREE  
ROUNDTABLE FOR WASHINGTON  
COUNTY CEO'S OF SMALL BUSINESSES!

A NEW FREE PROGRAM FROM  
WASHINGTON CDA & WASHINGTON  
COUNTY BUSINESS CHAMBERS

**TUESDAY  
DECEMBER 6  
8:00 - 9:00 AM**

REGISTER TODAY!

[REGISTER HERE](#)

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**Public Facilities Project Update**







Work continued this week prepping the fire apparatus bay floor for additional concrete pours. The front of the new addition that will house the main entrance, City Council Chambers and community room is also taking shape. Out at Public Works, construction of the post frame for the building addition began this week.

Additional information is available on the City's [City Center](#)





- 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

LEO A DALY

## 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



City of Lake Elmo | 3800 Laverne Avenue North, Lake Elmo, MN 55042

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