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Your Weekly Source for City News and Information

Public Meetings Next Week:

- City Council Tuesday, December 5th, 7:00 p.m.

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NOTICE OF MEETING

City Council Meeting

Tuesday, December 5, 2023 7:00 P.M.

City of Lake Elmo | 3880 Laverne Avenue North

AGENDA

A. Call to Order/Pledge of Allegiance

B. Approval of Agenda

C. Approval of Minutes

1. November 21, 2023

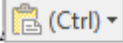
D. Public Comments/Inquiries

Presentations - 5 Year Service Award – Brian Talcott

E. Consent Agenda

2. Approve Payments and Disbursements
3. Authorize Certification of Delinquent Storm Water Bills & Utility Bills – *Resolution 2023-119*
4. Approve Development Agreement – Amira - *Resolution 2023-120*
5. Approve Northport 1st-3rd Addition Landscape Security Reduction
6. Approve Compensating Change Order No. 10 for Old Village Phase 5 Street and Utility Improvements
7. Approve Pay Request No. 18(F) for Old Village Phase 5 & 6 Street and Utility Improvements
8. Approve Security Reduction for Wildflower at Lake Elmo 4th Addition
9. Adopt Resolution Declaring Polling Locations for 2024 – *Resolution 2023-121*
10. Approve Massage Therapy License Renewal
11. Approve 2024 Meeting Schedule
12. Approve 2024 POC Firefighter Pay Scale
13. Approve 2024 General Non Represented Pay Scale
14. Approve Sale of Surplus Equipment
15. Approve Hire of POC Firefighters
16. Approve City Administrator Severance Agreement
17. Adopt Resolution Declaring a Vacancy on the City Council – *Resolution 2023-122*
18. Approve Law Enforcement Services Agreement with Washington County Sheriff
19. Approve General Engineering Services Contract with FOCUS Engineering

F. Regular Agenda

20. Public Hearing for 2024 General Fund Budget and 2024 Final Property Levy Certification – *Resolution 2023-123, 2023-124*
21. Accept Preliminary Design Recommendations and Authorize Preparation of Plans and Specifications for the 2024 Collector Street Improvements – *Resolution 2023-125*
22. Approve Parking on 34th Street West of Lake Elmo Avenue
23. Hire Interim City Administrator
24. Solicit Proposals for an Executive Search Firm for the City  Position
25. Personnel Policies: Adopt Earned Sick and Safe Time policy and approve amendments to Payroll Policy and Annual Leave Policy
26. 2024 Fee Schedule – *Ordinance 2023-23; Resolution 2023-126*
27. 2024-2033 Capital Improvement Plan

G. Council Reports

H. Staff Reports

I. Closed Session

The City Council will hold a closed session pursuant to Minn. Stat. section 13D.03 to discuss labor negotiations

J. Adjourn

Full meeting packets and meeting can be accessed here:
[Agendas and Minutes](#)



LIGHT UP LAKE ELMO

DECEMBER 2ND 4-6PM

DOWNTOWN LAKE ELMO

Light Up Lake Elmo

Activity Sponsors | 4-6pm

Saturday, December 2nd



Tree Lighting | 5pm

Hagstrom Builder's Courtyard

Mr. & Mrs. Claus

walking around downtown

Bonfires

lit throughout downtown

State Farm - Dan Stoudt

Mrs. Claus's Bakery Treats

Washington County Library - Lake Elmo

Make Your Own Snowflake

City of Lake Elmo

Parks Plan Update, Dog Park Naming
& Ornaments at *Washington County
Library - Lake Elmo*

Establish Salon

Gingerbread Man Craft

Morsels

Gingerbread Man Cookies
available at Establish Salon

Village Wine & Spirits

Wine Samples
available at Establish Salon

Thrive HQ

S'mores in the Courtyard

Christ Lutheran Church

S'mores in the Courtyard

Krueger's Christmas Tree Farm

Community Tree

Lake Elmo Rotary Club

Rudolph Red Nose Lights
along Lake Elmo Avenue

Be The Light Hair Studio

Wheel of Prizes

Sunshine Coffee

Fresh Popcorn, Local Apple Cider
& Drink Specials

La Vie Est Belle

Jingle Sticks & Holiday Treat

Marquess Studios

Jingle Sticks & Holiday Treat
available at La Vie Est Belle

The Fields at Arbor Glen

Jingle Sticks & Holiday Treat
available at La Vie Est Belle

The Hair Crossing

Jingle Sticks & Holiday Treat
available at La Vie Est Belle

Flagship Recreation/SportaFence

Santa S'mores

Gorman's Family Restaurant

Hot Chocolate
available at Flagship Recreation

Lake Elmo Inn

Holiday Cookies
available at Flagship Recreation

My Empty Nest

Face Painting & S'mores Kit

Lakewood Tavern

Food & Drink Specials

Great North Drones

Aerial Photography

Winter Parking

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. Thank you for your understanding and cooperation!



The City of Lake Elmo has been working with Washington County and their environmental specialist to incorporate recycling efforts in our downtown area and at the new City Center. A grant provided by Washington County offered the city an opportunity to place bins throughout downtown, Lions Park and VFW Field, and at City Hall. These bins will help promote recycling throughout the area and can help reduce waste up to 60% in common areas.

Drop Box Available

The new City Center building has a convenient drop box located on the front of the building.



Utility payments, permit applications and other documents may be dropped in the box during or after office hours.



Parks Master Plan Survey

Lake Elmo Residents are invited to participate in a survey to help the City gather information for creation of a master parks plan. Please take a few minutes to share your feedback with us! The QR code to the left will take you directly to the survey, or you can also access the survey here: [Parks Master Plan Survey](#)



Please stop by the community open house to find out about the conclusions of the Valley Branch Watershed District Landlocked Basin Flood Mitigation Comprehensive Planning Study!

Community Open House
December 5, 2023, 5–7 p.m.
Baytown Township Community Center
4020 McDonald Dr N, Stillwater, MN 55802

Scan the QR code below for more information about the study.



US Army Corps of Engineers



SCAN ME

Clean streets = Clean water



ADOPT A STORM DRAIN PROGRAM

Storm drains serve as direct pathways to our lakes, rivers, and streams, and natural materials (grass clippings, leaves, and dirt) can act as pollutants once they go down the drain. If you live in an area with storm drains, you can join a statewide effort to help keep our storm drains clean through the Adopt a Drain program.

More information is available here:

[Adopt A Drain](http://mn.adopt-a-drain.org)



What would our cities look like if kids were in charge?

The Mayor for a Day Essay Contest is back to find out!

To enter, fourth, fifth, and sixth graders can answer the prompt, "What would you do if you were mayor for a day?" for a chance to win \$100 and recognition in Minnesota Cities magazine.

The deadline for submissions is Dec. 12. Students and parents/guardians can submit essays via an online form, a PDF email attachment, or through the mail. Details can be found here: LMC





Washington County will remove ash trees from Lake Elmo Park Reserve

Washington County is continuing ash tree removal within Lake Elmo Park Reserve in response to the emerald ash borer. Starting Nov. 15 through March 31, 2024, ash trees will be removed near trails and in natural areas of the park. These removals will help minimize risk to the public from falling trees and will also reduce fuel loads that can increase fire risk within the park.

Emerald Ash Borer

To complete the work, a contractor will be using equipment to cut and haul the trees to staging areas, before chipping and removing debris from the site. Once work commences, ski trails on the south side of Lake Elmo and the snowmobile trail will be closed. Only ash trees will be removed, and new bareroot trees will be planted in suitable areas in the spring of 2024.

See the county website at to view a map of ash trees. Green dots are trees to be removed, and purple dots are ash trees surveyed in summer of 2023. If time and weather conditions allow, staff will also remove dead or dying ash trees along the property boundaries.

The Minnesota Department of Agriculture website has more information about the emerald ash borer at www.mda.state.mn.us/eab

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. Thank you for your support!

Here are some things happening at the SMINC:

- **The nature center's** new winter hours will begin December 1. Until spring we will be open Monday through Saturday from 9 a.m. to 3 p.m. and Sunday from 11 a.m. to 3 p.m.
- **Join us on Saturday, December 2** for our annual **Old Fashioned Decorating day!** Help the SMINC get into the holiday spirit! We'll be making decorations from natural materials and hanging them throughout the center. It's always a fun Saturday, and a great holiday tradition. Decorators of all ages are welcome!
- **Thank you to the volunteers** who are doing reception, education, planting, and other maintenance. Amanda is the person who arranges the reception desk schedule. If you have a morning or afternoon free, please consider helping out at the Sally Manzara Interpretive Nature Center, contact Amanda at amanda.vosberg@sminc-lake-elmo.org.
- **One more Tree Medicine Workshop** with Paul Red Elk left for the fall! Paul has run a great series of lectures, and if you haven't been to one, you have one more chance on December 10 (this is the session originally scheduled for November 5). This is a daylong workshop (9-4) and costs \$90 (\$100 for late sign ups). Interested? You can sign up with Paul Red Elk by emailing him at traditionallakotamedicineman@gmail.com



FAMILY HOLIDAY DECORATING PARTY

SATURDAY, DECEMBER 2nd

9:30 am – 11:00 am



DECORATE THE “TREES”

MAKE PRESENTS FOR THE ANIMALS

TREATS FOR EVERYONE!!

Washington County is a registered



**NALOXONE
ACCESS
POINT**



**Free naloxone kits and fentanyl test strips may be found at the
Public Health & Environment offices in:**

- Cottage Grove Service Center, 13000 Ravine Parkway, Cottage Grove.
- Forest Lake Service Center, 19955 Forest Road N., Forest Lake.
- Government Center, 14949 N. 62nd St., Stillwater.



Find more information on the program
on the county's website at
www.co.washington.mn.us/NAP

Washington
County

The City of Lake Elmo has begun participation in the State of Minnesota's Performance Measurement Program. This program began in 2010 for cities and counties to report on at least 10 performance measures annually as a way to aid residents, taxpayers, and state and local elected officials in determining the efficacy of counties and cities in providing services and measure residents' opinions of those services.

Click
here to
access
reporting
results

The Valley Branch Watershed District
(VBWD) is a public organization tasked



with protecting and managing local water resources within an area spanning 14 cities and townships in Washington and Ramsey Counties. The VBWD is seeking input from you as it begins updating its Watershed Management Plan which will guide VBWD actions for the next 10 years. Please take a brief (5-10 minute) survey to help the VBWD better understand your concerns and priorities regarding our local water resources.

Link to survey: [Survey](#)

City of Lake Elmo | 3880 Laverne Avenue North, Lake Elmo, MN 55042

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