

**LAUDERDALE CITY COUNCIL MEETING AGENDA**  
**7:30 P.M. TUESDAY, AUGUST 8, 2017**  
**LAUDERDALE CITY HALL, 1891 WALNUT STREET**

The City Council is meeting as a legislative body to conduct the business of the City according to Robert's Rules of Order and the Standing Rules of Order and Business of the City Council. Unless so ordered by the Mayor, citizen participation is limited to the times indicated and always within the prescribed rules of conduct for public input at meetings.

1. **CALL THE MEETING TO ORDER**
2. **ROLL CALL**
3. **APPROVALS**
  - a. Agenda
  - b. Minutes of the July 25, 2017 City Council Meeting
  - c. Claims Totaling \$72,494.97
4. **CONSENT**
  - a. Tennis Court Resurfacing Quote and Contract
5. **SPECIAL ORDER OF BUSINESS/RECOGNITIONS/PROCLAMATIONS**
6. **INFORMATIONAL PRESENTATIONS / REPORTS**
  - a. Day in the Park and Farmer's Market
  - b. City Council Updates
7. **PUBLIC HEARINGS**

Public hearings are conducted so that the public affected by a proposal may have input into the decision. During hearings all affected residents will be given an opportunity to speak pursuant to the Robert's Rules of Order and the standing rules of order and business of the City Council.

8. **DISCUSSION / ACTION ITEM**
  - a. Rental Housing Administrative Fee for 1772 Pleasant Street
9. **ITEMS REMOVED FROM THE CONSENT AGENDA**
10. **ADDITIONAL ITEMS**
11. **SET AGENDA FOR NEXT MEETING**
  - a. 2018 Budget and Levy
  - b. City Auditor Proposals
12. **WORK SESSION**
  - a. Opportunity for the Public to Address the City Council

Any member of the public may speak at this time on any item not on the agenda. In consideration for the public attending the meeting, this portion of the meeting will be limited

to fifteen (15) minutes. Individuals are requested to limit their comments to four (4) minutes or less. If the majority of the Council determines that additional time on a specific issue is warranted, then discussion on that issue shall be continued at the end of the agenda. Before addressing the City Council, members of the public are asked to step up to the microphone, give their name, address, and state the subject to be discussed. All remarks shall be addressed to the Council as a whole and not to any member thereof. No person other than members of the Council and the person having the floor shall be permitted to enter any discussion without permission of the presiding officer.

Your participation, as prescribed by the Robert's Rules of Order and the standing rules of order and business of the City Council, is welcomed and your cooperation is greatly appreciated.

- b. Discussion Regarding 1795 Eustis Street with Financial Advisor
- c. Community Development Update

### 13. **ADJOURNMENT**

LAUDERDALE CITY COUNCIL  
MEETING MINUTES  
Lauderdale City Hall  
1891 Walnut Street  
Lauderdale, MN 55113

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July 25, 2017

**Roll Call**

Mayor Gaasch called the Regular City Council meeting to order at 7:30 p.m.

Councilors present: Jeff Dains, Kelly Dolphin, Andi Moffatt, and Mayor Mary Gaasch.  
Councilors absent: Roxanne Grove.

Staff present: Heather Butkowski, City Administrator; Jim Bownik, Assistant to the City Administrator; and Miles Cline, Deputy City Clerk.

**Approvals**

Mayor Gaasch asked if there were any changes to the meeting agenda. There being none, Councilor Dains moved and seconded by Councilor Moffatt to approve the agenda. Motion carried unanimously.

Mayor Gaasch asked if there were any changes to the meeting minutes. There being none, Councilor Moffatt moved and seconded by Councilor Dains to approve the minutes of the July 11, 2017 City Council Meeting. Motion carried unanimously.

Councilor Dains moved and seconded by Councilor Dolphin to approve the claims totaling \$24,558.62. Motion carried unanimously.

**Consent**

Councilor Dains moved and seconded by Councilor Moffatt to approve the consent agenda thereby acknowledging the June Financial Report and the Quarterly Investment Report, and approving the Temporary On-Sale Liquor License request. Motion carried unanimously.

**Informational Presentations / Reports**

A. National Night to Unite

Bownik approached the Council to give an update on the Night to Unite events. He informed them that most of the parties will be running from 6-9 p.m. on August 1, and that six block parties were organized this year.

B. City Council Updates

Councilor Moffatt and Councilor Dolphin attended the recent Community Involvement Committee meeting. They discussed the upcoming Farmers Market/Day in the Park event, as well as the Friends of the Lauderdale Dog Park group's involvement with the event.

**Discussion/Action Item**

A. Resolution 072517A – Calling for a Public Hearing for Catholic Eldercare Bonds

Julie Eddington of Kennedy and Graven approached the Council to provide information regarding the City's participation in securing bank-qualified debt for Catholic Eldercare.

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Lauderdale City Hall  
1891 Walnut Street  
Lauderdale, MN 55113

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July 25, 2017

Catholic Eldercare plans to use the funding to construct a 69-unit independent senior housing complex in Minneapolis.

After discussion amongst Council Members, including the benefits this project will provide to the City of Lauderdale, Councilor Moffatt moved to adopt Resolution 072517A – A Resolution Calling a Public Hearing on the Issuance of a Revenue Note and Providing Preliminary Approval to the Issuance Thereof. Councilor Dains seconded the motion and it carried unanimously.

**B. Annual Storm Water Report and Public Comment Opportunity**

Tyler Johnson of Stantec addressed the Council to give an overview of the City's storm water effort as part of its MS4 permit. He explained the City's management of storm water and the continuing effort to minimize the sediment and pollution that enter water bodies in the state.

Mayor Gaasch opened the floor at 8:08 p.m. to anyone in attendance that would like to speak in regard to the City's storm water efforts. There being none, the floor was closed at 8:09 p.m.

**C. Dog Park Drainage Project Proposal**

City staff solicited a proposal for drainage improvements in Community Park as requested by the Council at the June 13 meeting. The contractor quoted the installation of a plastic catch basin at the low point on the western side of the dog park, and installation of ~100 feet of storm pipe through the dog park that will daylight near the ditch on the east side of the dog park. This work was quoted at \$3,900. There is an additional quote to include a French drain along the exterior of the west side of the dog park fence to collect more run off from the park hill and the water that generally pools in the open area after rains due to the poor soils. The cost for the French drain is \$1,950, bringing the total costs to \$5,850. Butkowski noted ongoing discussion on whether to upsize the pipes which will change the final price but wasn't reason to hold up Council discussion of the matter.

Councilor Moffatt made a motion to hire DSM Excavating to complete the excavation and drainage work including the French drain. The motion was seconded by Councilor Dolphin and carried unanimously.

**D. Resolution 072517B – Amending the 457 Deferred Compensation Plan to Permit Loans**

Employees contribute pretax monies to a 457 deferred compensation plan managed and administered by the International City Management Association Retirement Corporation (ICMA-RC). The plan, under current conditions, does not allow employees to access their funds until age 59 and a half, with mandatory withdrawals occurring at age 70 and a half.

Bownik addressed the Council to explain the program can be amended to allow employees to borrow their own money should they choose.

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July 25, 2017

Councilor Dolphin moved to adopt Resolution 072517B – Amending the 457 Deferred Compensation Plan to Permit Loans. The motion was seconded by Councilor Moffatt and carried unanimously.

**Set Agenda for Next Meeting**

Administrator Butkowski stated that the next council meeting may include a Day in the Park informational presentation, Day in the Park Performance Agreements, the 2018 Budget and Levy, and the hazardous structure at 1925 Walnut Street.

**Work Session**

A. Opportunity for the Public to Address the City Council

Mayor Gaasch opened the floor to anyone in attendance that would like to address the Council. There being none, the floor was closed.

B. 2018 Budget and Levey

Administrator Butkowski went through the proposed 2018 general fund budget with the Council and answered questions that they had.

C. Community Development Update

Butkowski informed the Council that the prospective buyers of the Chinese Christian Church rescinded their offer; the online comprehensive plan survey will be available to residents shortly; and the meeting with the apartment owners went well with them especially being complimentary of the work of the St. Anthony Police Department.

**Adjournment**

There being no other items on the agenda, Councilor Dains moved and seconded by Councilor Moffatt to adjourn the meeting at 9:24 p.m. Motion carried unanimously.

Respectfully submitted,



Miles Cline  
Deputy City Clerk



CITY OF LAUDERDALE  
LAUDERDALE CITY HALL  
1891 WALNUT STREET  
LAUDERDALE, MN 55113  
651-792-7650  
651-631-2066 FAX

### **Request for Council Action**

**To:** Mayor and City Council  
**From:** City Administrator  
**Meeting Date:** August 8, 2017  
**Subject:** List of Claims

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The claims totaling \$72,494.97 are provided for City Council review and approval that includes check numbers 25448 to 25463.

# Accounts Payable

## Checks by Date - Detail by Check Date

User: miles.cline  
 Printed: 8/4/2017 10:31 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	43	Public Employees Retirement Association PR Batch 51500.07.2017 PERA Coordinated PR Batch 51500.07.2017 PERA Coordinated	07/28/2017 PR Batch 51500.07.2017 PER PR Batch 51500.07.2017 PER	906.08 1,045.48
Total for this ACH Check for Vendor 43:				1,951.56
ACH	44	Minnesota Department of Revenue PR Batch 51500.07.2017 State Income Tax	07/28/2017 PR Batch 51500.07.2017 Stat	617.74
Total for this ACH Check for Vendor 44:				617.74
ACH	45	ICMA Retirement Corporation PR Batch 51500.07.2017 Deferred Comp PR Batch 51500.07.2017 Deferred Comp	07/28/2017 PR Batch 51500.07.2017 Def PR Batch 51500.07.2017 Def	1,498.51 865.98
Total for this ACH Check for Vendor 45:				2,364.49
ACH	46	Internal Revenue Service PR Batch 51500.07.2017 Medicare Employee Pc PR Batch 51500.07.2017 FICA Employer Portio PR Batch 51500.07.2017 Federal Income Tax PR Batch 51500.07.2017 Medicare Employer Po PR Batch 51500.07.2017 FICA Employee Portio	07/28/2017 PR Batch 51500.07.2017 Mec PR Batch 51500.07.2017 FIC. PR Batch 51500.07.2017 Fed PR Batch 51500.07.2017 Mec PR Batch 51500.07.2017 FIC.	251.47 1,075.17 1,397.92 251.47 1,075.17
Total for this ACH Check for Vendor 46:				4,051.20
Total for 7/28/2017:				8,984.99
25448	34	AFSCME MN Council 5 PR Batch 51500.07.2017 Union Dues	08/08/2017 PR Batch 51500.07.2017 Unio	194.96
Total for Check Number 25448:				194.96
25449	56 3Q2017	James Bownik Mileage Reimbursement	08/08/2017	36.43
Total for Check Number 25449:				36.43
25450	33 072017	City of Falcon Heights July Fire Calls	08/08/2017	457.68
Total for Check Number 25450:				457.68
25451	36 0223142	City of Roseville Adobe Subscription	08/08/2017	120.00
Total for Check Number 25451:				120.00
25452	29 3555	City of St Anthony August Police Services	08/08/2017	56,049.17

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 25452:	56,049.17
25453	25	County of Ramsey	08/08/2017	
		PR Batch 51500.07.2017 Long Term Disability	PR Batch 51500.07.2017 Lon	93.64
		PR Batch 51500.07.2017 Short Term Disability	PR Batch 51500.07.2017 Sho	64.45
		PR Batch 51500.07.2017 Life Insurance	PR Batch 51500.07.2017 Life	310.08
	EMCOM-006275	July Fleet Support		6.24
	EMCOM-006289	July 911 Dispatch Services		1,280.65
	EMCOM-006304	July CAD Services		258.44
	RISK-001864	Insurance Processing Fee		25.00
			Total for Check Number 25453:	2,038.50
25454	164 3201437	Dalco Enterprises Inc Paper Towels	08/08/2017	111.06
			Total for Check Number 25454:	111.06
25455	61 7070507	Gopher State One Call July Locates	08/08/2017	41.85
			Total for Check Number 25455:	41.85
25456	82 5014975	Home Depot Trash Bags	08/08/2017	47.88
			Total for Check Number 25456:	47.88
25457	31 138130	Kennedy & Graven Chartered June Legal Services	08/08/2017	1,072.50
			Total for Check Number 25457:	1,072.50
25458	75	Petty Cash	08/08/2017	
		Community Involvement Committee - Food		25.00
		USPS - Code Enforcement Letters		6.59
		USPS - Code Enforcement Letters		13.18
		USPS - Code Enforcement Letters		85.67
		SRA Meeting - Parking		10.00
		Fleet Farm - Wheel Barrow		23.40
		Comprehensive Plan Meeting - Water		13.90
		USPS - Code Enforcement Letters		7.71
		Community Involvement Committee - Food		25.00
			Total for Check Number 25458:	210.45
25459	14 170683	Rapit Printing Inc Standard white logo envelopes	08/08/2017	134.93
			Total for Check Number 25459:	134.93
25460	81	St Paul Regional Water Service	08/08/2017	
	2Q2017	1915 Walnut St		30.25
	2Q2017	1821 Eustis St		19.59
	2Q2017	1891 Walnut St		68.54
	2Q2017	1885 Fulham St		49.68
	2Q2017	2430 Larpenteur Ave W		46.59
			Total for Check Number 25460:	214.65
25461	4	The Neighborhood Recycling Company Inc	08/08/2017	



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	17188	June Recycling Contract		2,396.16
	17188	June Revenue Sharing		-339.24
Total for Check Number 25461:				2,056.92
25462	7 7677708-0500-4	Waste Management Inc August Public Works	08/08/2017	323.00
Total for Check Number 25462:				323.00
25463	85 DIP2017	Len Yaeger Day in the Park Music	08/08/2017	400.00
Total for Check Number 25463:				400.00
Total for 8/8/2017:				63,509.98
Report Total (20 checks):				72,494.97

# LAUDERDALE COUNCIL ACTION FORM

Action Requested	
Consent	___X___
Public Hearing	_____
Discussion	_____
Action	_____
Resolution	_____
Work Session	_____

Meeting Date	August 8, 2017
ITEM NUMBER	<u>Court Resurfacing/repairs</u>
STAFF INITIAL	<u>Jim</u>
APPROVED BY ADMINISTRATOR	

### DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Court Surfaces & Repair has performed repair work on the courts in the past and they have done quality work. They are also one of the only local companies that specialize in this type of work. They have provided a quote for the following services:

- \$8,850 Resurfacing the tennis courts. This involves crack filling, leveling depressions, and repainting the surface.
- \$250 crack filling basketball courts.
- \$250 crack filling hockey rink.

These items are considered regular maintenance and should protect the courts and keep them in great condition for years. Resurfacing the tennis courts has been budgeted for this year. Thus, we would attempt to have the work done this year as early as September. Depending on the company's schedule, the work may be done in the spring.

A contractor's agreement is also attached for approval with the quote.

### OPTIONS:

Approve by adopting the consent agenda or remove for discussion.

### STAFF RECOMMENDATION:

By approving the consent agenda, the city council is approving resurfacing of the tennis courts and crack repairs for the basketball court and hockey rink for \$9,350.



# Court Surfaces & Repair, Inc.



Troy D. Carlson • 16215 Yalta St. NE • Ham Lake, MN 55304 • 763-783-8086 • Fax: 763-785-7929  
thcarlson@msn.com • www.csr-1.com

July 28, 2017

RE: SURFACING OF TENNIS COURTS

**Lauderdale – Community Park (2) Tennis Courts (1,440s.y.)**

**The process to surface courts is as follows:**

- High-pressure blow entire surface clean of dirt and debris.
- Power-wash and scrub courts to clean and remove peeling materials.
- Prime areas to insure bonding of new application materials.
- Repair cracks with acrylic patch binder and blend to surface.
- Patch and blend low areas, (“birdbaths”) to surrounding surface.
- Apply (2) textured sand-filled coats of acrylic blended resurfacer to fill remaining surface imperfections.
- Apply (2) textured acrylic color coats to the surface, colors to be Light / Dark Green.
- Upon curing apply 2” white playing lines per ASBA specifications.

\*CSR will need a water source supplied near facility location.

**Total cost for court resurfacing is \$ 8,850.00** \* *This work could not be completed until September and price would be honored if work completed in Spring 2018!*

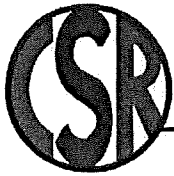
CSR is fully insured for your project and will issue a certificate of insurance if requested. All work has a one-year *manufacturer's warranty* on materials used, *cracks are not covered*. If you have any questions please call me @ (763)-783-8086.

The above price and specifications are satisfactory and are hereby accepted. CSR is authorized to do the above work specified. Payment is to be made upon completion of above specified work. *Note:* This proposal may be withdrawn if not accepted within 15 days.

Date Accepted \_\_\_/\_\_\_/\_\_\_ Signature \_\_\_\_\_ PO # \_\_\_\_\_  
(Please assign a PO# and or mail / fax one signed copy. Fax (763)-785-7929.)

Thank you,

Troy D. Carlson  
Court Surfaces & Repair Inc.



# Court Surfaces & Repair, Inc.



Troy D. Carlson • 16215 Yalta St. NE • Ham Lake, MN 55304 • 763-783-8086 • Fax: 763-785-7929  
thcarlson@msn.com • www.csr-1.com

July 28, 2017

**RE: RESURFACE / CRACK FILLING OF COURTS**

**City of Lauderdale / Community Park**

**The process to repair the cracks on tennis courts is as follows:**

- High-pressure blow entire surface clean of dirt and debris.
- Clean cracks of dirt and debris.
- Place poly backer-rod foam in larger cracks, (where necessary) to fill and allow for expansion and contraction.
- Fill and blend top 1/2" of cracks to surface with pre-colored elastomeric crack filler to allow for limited expansion and contraction.
- Fill expansion joints with color matched elastomeric crackfiller.
- Upon curing, touch up 2" white playing lines crossed during repairs.

\*CSR will need a water source supplied near facility location.

**Basketball court crack repairs \$ 250.00 and Hockey rink crack repairs \$ 250.00.** \* *This work could not be completed until September of this year.*

CSR is fully insured for your project and will issue a certificate of insurance if requested. All work has a one-year *manufacturer's warranty* on materials used. If you have any questions please call me @ (763)-783-8086.

The above price and specifications are satisfactory and are hereby accepted. CSR is authorized to do the above work specified. Payment is to be made upon completion of above specified work. *Note:* This proposal may be withdrawn if not accepted within 10 days.

Date Accepted \_\_\_/\_\_\_/\_\_\_ Signature \_\_\_\_\_ PO # \_\_\_\_\_  
(Please assign a PO# and or mail / fax one signed copy. Fax (763)-785-7929.)

Thank you,

Troy D. Carlson  
Court Surfaces & Repair Inc.

## **Contract between the City of Lauderdale and Court Surfaces & Repair, Inc.**

This contract (the "Agreement") is made and entered into this 8<sup>th</sup> day of August, 2017, between the City of Lauderdale, Minnesota (the "City"), and Court Surfaces & Repair, Inc., (the "Contractor"), (collectively, the "Parties").

1. Scope of Services. The Contractor agrees to perform the following services:
  - Resurface tennis courts.
  - Crack fill basketball court.
  - Crack fill hockey rink.
  
2. Compensation. The City agrees to pay the Contractor an amount not to exceed the quoted price of \$9,350.00. The City shall not withhold monies for the payment of any federal or state income taxes, social security benefits, or other taxes.
  
3. Term. This agreement is applicable for the fall of 2017 and spring of 2018.
  
4. Independent Contractor Relationship. It is expressly understood that the Contractor is an "independent contractor" and not an employee of the City. The Contractor shall have control over the manner in which the services are performed under this Agreement. The Contractor shall supply, at its own expense, all materials, supplies, equipment and tools required to accomplish the work contemplated by this Agreement. The Contractor shall not be entitled to any benefits from the City, including, without limitation, insurance benefits, sick and vacation leave, workers' compensation benefits, unemployment compensation, disability, severance pay, or retirement benefits.
  
5. Insurance Requirements.
  - A. Liability. The Contractor agrees to maintain commercial general liability insurance in a minimum amount of \$1,000,000 per occurrence. The policy shall cover liability arising from premises, operations, products-completed operations, personal injury, advertising injury, and contractually assumed liability. The City shall be named as an additional insured.
  - B. Automobile Liability. If the Contractor operates a motor vehicle in performing the services under this Agreement, the Contractor shall maintain automobile liability insurance, including owned, hired, and non-owned automobiles, with a minimum liability limit of \$1,000,000 combined single limit. The City shall be named as an additional insured.
  - C. Workers' Compensation. The Contractor agrees to comply with all applicable workers' compensation laws in Minnesota.
  - D. Certificate of Insurance. The Contractor shall, prior to commencing services, deliver to the City a Certificate of Insurance as evidence that the above coverages are in full force and effect.

6. Indemnification. The Contractor agrees to defend and indemnify the City, and its employees, officials, volunteers and agents from and against all claims, actions, damages, losses and expenses arising out of the Contractor's performance or failure to perform its duties under this Agreement.

7. General Provisions.

- A. Entire Agreement. This Agreement supersedes any prior or contemporaneous representations or agreements, whether written or oral, between the Parties and contains the entire agreement.
- B. Assignment. The Contractor may not assign this Agreement to any other person unless written consent is obtained from the City.
- C. Amendments. Any modification or amendment to this Agreement shall require a written agreement signed by both Parties.
- D. Governing Law. This Agreement shall be governed by and interpreted in accordance with the laws of the State of Minnesota.
- E. Savings Clause. If any court finds any portion of this Agreement to be contrary to law or invalid, the remainder of the Agreement will remain in full force and effect.
- F. Waivers. The waiver by either party of any breach or failure to comply with any provision of this Agreement by the other party shall not be construed as, or constitute a continuing waiver of such provision or a waiver of any other breach of or failure to comply with any other provision of this Agreement.
- G. No Waiver by City. By entering into this agreement, the City does not waive its entitlement to any immunity under statute or common law.
- H. Termination. Either party may terminate this agreement at any time for any reason. If the contract is terminated early, the City will pay a pro rated fee for services performed to date.

IN WITNESS WHEREOF, the Parties, have caused this Agreement to be approved on the date above.

**City of Lauderdale, Minnesota**

Troy Carlson, Court Surfaces & Repair, Inc.

By: \_\_\_\_\_  
Mary Gaasch, Mayor

And: \_\_\_\_\_  
Heather Butkowski,  
City Administrator

**Contractor**

\_\_\_\_\_

## LAUDERDALE COUNCIL ACTION FORM

### Action Requested

Consent \_\_\_\_\_  
Public Hearing \_\_\_\_\_  
Discussion   X    
Action   X    
Resolution   X    
Work Session \_\_\_\_\_

Meeting Date August 8, 2017

ITEM NUMBER Rental Housing Violation

STAFF INITIAL AB

APPROVED BY ADMINISTRATOR

### DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Anthony Erenberg, owner of 1772 Pleasant Street, was sent the following letter on June 8 notifying him of an issue at his property that required him to evict the tenant in the southerly unit. Based on recent calls to the property, it doesn't appear that has happened. He has until August 8, our meeting date, to complete the eviction. If he does not, the ordinance allows the City Council to assess an administrative fee, set by resolution, for each day the owner fails to comply. If after two months this does not result in the tenant's eviction, the Council may consider suspension or revocation of his license.

At the beginning of the year, the City Council adopted a fee schedule that allows for administrative fees of up to \$1,000 per day for rental housing violations. The purpose of this meeting is to set the fee for this case. The purpose of the fee is to off-set the costs associated with dealing with this matter. After consultation with the city attorney, staff is recommending a fee of \$25-\$50 per day.

Staff prepared a resolution to this effect. Upon adoption, staff will notify Mr. Erenberg of the administrative fee accruing and the date of the public hearing regarding the matter should he not follow through with the eviction.

### OPTIONS:

### STAFF RECOMMENDATION:

Motion to adopt Resolution 080817A—A Resolution Assessing an Administrative Fee for Rental Housing Violations.

**RESOLUTION NO. 080817A**

**CITY OF LAUDERDALE  
COUNTY OF RAMSEY  
STATE OF MINNESOTA**

**A RESOLUTION ASSESSING AN ADMINISTRATIVE FEE  
FOR RENTAL HOUSING VIOLATIONS**

**WHEREAS**, on April 5, 2017, a tenant or guest of the tenant of the southerly unit at 1772 Pleasant Street violated the City's Crime Free Housing Program; and

**WHEREAS**, on June 8, 2017 the owner of the property, Anthony Erenberg, was notified of the incident and his obligation to terminate the lease of the tenant within 60 days; and

**WHEREAS**, Title 9, Chapter 11 of City Code provides the City Council the ability to assess and administrative fee for each day that the owner fails to proceed with the eviction; and

**WHEREAS**, Mr. Erenberg has not reported verbally or in writing that he has initiated the termination of the tenant; and

**WHEREAS**, the administrative fee may be assessed beginning on August 9, 2017 and will continue until the occupant is evicted.

**NOW THEREFORE, BE IT RESOLVED**, by the City Council of the City of Lauderdale that an administrative fee of twenty-five dollars is established for each day that the owner of 1772 Pleasant Street fails to evict the tenant in the southerly unit.

**ADOPTED** by the City Council of Lauderdale this 8<sup>th</sup> day of August, 2017.

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Mary Gaasch, Mayor

ATTEST:

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Heather Butkowski, City Administrator





CITY OF LAUDERDALE  
LAUDERDALE CITY HALL  
1891 WALNUT STREET  
LAUDERDALE, MN 55113  
651-792-7650  
651-631-2066 FAX

June 8, 2017

Anthony Erenberg  
1820 Lake Street  
Lauderdale, MN 55113

**RE: 1772 Pleasant Street**

Dear Mr. Erenberg:

This letter addresses a recent incident at your rental property on Pleasant Street. On April 5, 2017, officers were called to your rental property in regards to a fight between neighbors. The police incident number is 17002921 and a redacted copy of the report is available from the St. Anthony Police Department. The police report identifies Mary Griffin as the assailant. While the police were preparing to take Griffin into custody, they found drugs on her person. The drugs resulted in felony drug possession charges which violates the City's Crime Free Housing Program.

Both the assault and the drug possession are violations of your rental-housing license. In particular, the drug possession violates section 9-11-6-E of city code related to Crime Free Housing. I have included a copy of the ordinance for your review. Per the ordinance, please submit a copy of the leases with both of your tenants showing the Crime Free Housing Program language found on page 4. Please submit this documentation by June 19, 2017.

The Rental Housing Ordinance also requires that the property owner terminate the lease of any tenant in violation of the Crime Free Housing Program within 60 days of notice of the City or police department that a violation of 9-11-6-E has occurred. This letter constitutes such notice. To this end, you have until Tuesday, August 8, 2017 to terminate the tenancy of the occupant(s) on the south side of the building.

Please contact city hall at 651-792-7650, should you have any questions.

Sincerely,

Heather Butkowski  
City Administrator

Enc.

# LAUDERDALE COUNCIL ACTION FORM

## Action Requested

Consent \_\_\_\_\_  
Public Hearing \_\_\_\_\_  
Discussion \_\_\_\_\_  
Action \_\_\_\_\_  
Resolution \_\_\_\_\_  
Work Session   X  

Meeting Date August 8, 2017

ITEM NUMBER 1795 Eustis Redevelopment

STAFF INITIAL AB

APPROVED BY ADMINISTRATOR

## DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Stacie Kvilvang, the City's financial advisor, will be at the meeting to discuss the redevelopment potential for the Chinese Christian Church site. The buyer who intended to use it as a school backed out of the deal in recent weeks.

## OPTIONS:

## STAFF RECOMMENDATION: