

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

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September 26, 2017

**Roll Call**

Mayor Gaasch called the Regular City Council meeting to order at 7:31 p.m.

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

Councilors absent: None.

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. Mayor Gaasch added the Community Park application to the Additional Items portion of the meeting. There being no other items, Councilor Grove moved and seconded by Councilor Dains to approve the agenda as amended. Motion carried unanimously.

Mayor Gaasch asked if there were any changes to the meeting minutes. There being none, Councilor Dolphin moved and seconded by Councilor Moffatt to approve the minutes of the September 12, 2017, City Council Meeting. Motion carried unanimously.

Councilor Dolphin moved and seconded by Councilor Moffatt to approve the claims totaling \$30,169.15. Motion carried unanimously.

**Consent**

Councilor Moffatt moved and seconded by Councilor Grove to approve the consent agenda thereby acknowledging the August Financial Report. Motion carried unanimously.

**Informational Presentations / Reports**

A. Halloween Party Planning

Bownik noted that the planning session is scheduled for October 9 and volunteers and donations are being welcomed at this time.

B. City Council Updates

Councilor Dains attended the North Suburban Cable Commission meeting at which they discussed budget proposals that reflect the loss of 40% in franchise fees. Mayor Gaasch and Administrator Butkowski attended a League of Minnesota Cities conference regarding mental health. Finally, Mayor Gaasch attended the Metro Cities Board meeting where they discussed legislative proposals that would limit local control.

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**Public Hearings**

A. Adoption of 2018 Preliminary Budget and Levy – Resolution 092617A

Mayor Gaasch opened the floor for public comment at 7:43 p.m. Being that no parties were interested in speaking she closed the floor at 7:44 p.m.

Butkowski stated that the draft budget balances with an overall budget increase of \$51,900 or 3.9% or a levy increase of 8.1%. She mentioned that St. Paul and a handful of suburbs in Ramsey County are seeing sizable home value increases, so they will absorb a greater share of the County's 4.3% levy increase. The levy increase calculates to less than a \$35 increase on a median valued home. The cost drivers for the upcoming year are public safety, the 2018 election, internet services, and staff pay and benefits. The truth-in-taxation meeting is scheduled for December 12 at 7:30 p.m.

Councilor Dolphin moved to adopt Resolution 092617A – A Resolution Adopting the 2018 Preliminary Tax Levy and Establishing the Budget Meeting Date. This was seconded by Councilor Grove and carried unanimously.

**Discussion/Action Item**

A. Disabled Parking Zone Request – 1843 Carl Street

Ruth and Rodger Herbst requested a disabled parking zone for their residence at 1843 Carl Street. The requested disabled parking zone includes the walkway area providing access to the street in front of their house.

After council discussion, Councilor Moffatt moved to approve the request for a disabled parking zone at 1843 Carl Street. This was seconded by Councilor Grove and carried unanimously.

B. City Audit Proposals

Last year, the Council asked staff to solicit proposals for auditing services for 2017 and beyond. Staff received five proposals, and at the Council's direction, solicited the cost of audit preparation work from the three lowest responding auditing firms. Abdo, Eick and Meyers, and Schlenner Wenner & Company responded.

After discussing the matter, the Council chose Abdo, Eick and Meyers. The City has enjoyed a positive working relationship with them and the Council likes their reporting style including the peer analysis.

Councilor Moffatt moved and seconded by Councilor Dains to contract with Abdo, Eick and Meyers as the City's auditing firm for 2017-2019. Motion carried unanimously.

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C. Update on Negotiations with Ramsey County Regarding Eustis Street

Butkowski said staff met with Bob Brown of Ramsey County Public Works. The purpose of the meeting was to discuss jurisdictional transfer of Eustis Street and Roselawn Avenue. The discussion focused on the document articulating the City's questions, concerns, and expectations that was included in the council packet. Brown is working on answering the questions while the city engineer begins to estimate the costs to bring the roads up to city standards.

**Additional Items**

Community Park Application

The City received an application for use of the Community Park on Saturday, October 7 from 1:00 p.m. to 5:00 p.m. Since the group is larger than 50 people, per city ordinance, council approval is required.

Councilor Moffatt moved to approve the October 7 park use request by Covenant Life Church. Second was made by Councilor Grove and approved unanimously.

**Set Agenda for Next Meeting**

Administrator Butkowski stated that the next council meeting may include the Rental Housing Ordinance revisions, a presentation from County Commissioner McGuire, the Comcast Franchise Renewal on October 24, and the Ramsey County Sheriff's Update on November 28.

**Work Session**

A. Opportunity for the Public to Address the City Council

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

B. Goal Setting Session

Butkowski revisited the goal setting topics of Administration and Infrastructure from the August 22 council meeting as not all council members were able to attend. Goals related to Planning and Redevelopment were discussed which included such items as the comprehensive plan, redevelopment of 1795 Eustis Street, and redevelopment of 1821 Eustis Street

C. Community Development Update

Butkowski informed the Council of her discussions with the Ramsey Conservation District and Goat Dispatch in regards to Japanese Knotweed and other invasive species in the Nature Area. She mentioned that Greenway Village is rehabbing their U-shaped building with the intention of renting it as market rate housing. There will be a comprehensive plan steering committee meeting on October 4 and a comprehensive plan open house on October 19. She mentioned that the meeting with business owners on September 16 went well. The St. Anthony Police have been addressing street racing on TH280 in recent weeks. The inflow & infiltration grant

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application was submitted to the Metropolitan Council. Notice of the hearing regarding the rental housing license of 1772 Pleasant Street was sent out and is scheduled for October 24.

**Adjournment**

There being no other items on the agenda, Councilor Moffatt moved and seconded by Councilor Grove to adjourn the meeting at 8:50 p.m. Motion carried unanimously.

Respectfully submitted,



Miles Cline  
Deputy City Clerk