

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

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March 13, 2018

Roll Call

Mayor Gaasch called the Regular City Council meeting to order at 7:30 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 additions to the meeting agenda. There being none, Councilor Grove 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 Dolphin moved and seconded by Councilor Grove to approve the minutes of the February 27, 2018, City Council Meeting. Motion carried unanimously.

Mayor Gaasch asked if there were any questions on the claims. There being none, Councilor Moffatt moved and seconded by Councilor Dains to approve the claims totaling \$86,385.49. Motion carried unanimously.

Consent

Councilor Dains moved and seconded by Councilor Grove to approve the Consent Agenda thereby acknowledging the Fourth Quarter/Year End Investment Report. Motion carried unanimously.

Informational Presentations/Reports

A. City Council Updates

Councilor Dains attended the St. Paul Board of Water Commissioners meeting on March 13 where they decided that the land around the Highland Park water tower will remain publicly owned. Councilor Dolphin added that the Comprehensive Plan Open House would take place on March 14 at City Hall. Mayor Gaasch update the Council on discussions of the Mississippi Watershed Management Organization.

Discussion/Action Items

A. Resolution No. 031318A Providing for the Sale of \$1,310,000 General Obligation TIF Bonds, Series 2018A to Purchase 1795 Eustis Street

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James Lehnhoff of Ehlers and Associates answered Councilor's questions regarding the process and terms of the upcoming bond sale to complete the purchase of 1795 Eustis Street.

Councilor Moffatt moved to adopt Resolution 031318A – A Resolution Providing for the Sale of \$1,310,000 General Obligation TIF Bonds, Series 2018A. The motion was seconded by Councilor Grove and carried unanimously.

B. Engagement of Ehlers and Associates as the Dissemination Agent for Continuing Disclosure Requirements.

Butkowski explained that in advance of the bond sale in April, the City needed to identify someone to be the dissemination agent for ongoing disclosures required by the Securities and Exchange Commission. Ehlers and Associates provided a Letter of Engagement for those services.

Councilor Grove moved to ratify the Letter of Engagement with Ehlers & Associates as presented. The motion was seconded by Councilor Dains and carried unanimously.

C. Agreement for Post Issuance Debt Compliance Policy and Procedures Templates with Ehlers and Associates.

Butkowski also presented an agreement with Ehlers and Associates for post-issuance debt compliance. Once approved, Ehlers staff would send over the necessary policies for adoption at the next meeting.

Councilor Moffatt moved to enter into the Agreement for Post Issuance Debt Compliance Policy and Procedures Templates with Ehlers and Associates. The motion was seconded by Councilor Dains and carried unanimously.

D. Approve Plans and Specifications and Advertisement for Bids of the 2018 Sanitary Sewer Lining Project.

Previously, the Council authorized the city engineer to prepare specifications for the 2018 sanitary sewer lining project. The project costs are in line with the \$100,000 budgeted knowing that about 25% of the project costs will be covered by the inflow and infiltration grant the City received from the Metropolitan Council.

Councilor Grove moved to approve letting of the plans and authorize bidding of the 2018 sanitary sewer lining project. The motion was seconded by Councilor Dolphin and carried unanimously.

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Set Agenda for Next Meeting

Administrator Butkowski stated that the next council meeting may include Rental Housing Ordinance revisions, adoption of an arbitrage policy, the February Financial Report, and a presentation on the 2017 audit by Abdo, Eick & Meyers.

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 no interested parties to speak, Mayor Gaasch closed the floor.

B. Community Development Update

Butkowski informed the Council that the Comprehensive Plan Open House will take place at City Hall on March 14. Butkowski stated that she has a meeting with the Ramsey County Engineer on March 16 to further discuss the jurisdictional transfer of Eustis Street. Next week the City will learn the status of the grant to treat invasive species in the Nature area. The bond rating call has been set for March 27.

Adjournment

Councilor Dains moved and seconded by Councilor Grove to adjourn the meeting at 7:52 p.m. Motion carried unanimously.

Respectfully submitted,



Miles Cline
Deputy City Clerk