

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

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February 12, 2019

**Call to Order**

Mayor Gaasch called the Regular City Council meeting to order at 7:32 p.m.

**Roll Call**

Councilors present: Roxanne Grove, Andi Moffatt, Jeff Dains, Kelly Dolphin, and Mayor Mary Gaasch. Councilor absent: None.

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

**Approvals**

Mayor Gaasch asked if there were any additions to the meeting agenda. Butkowski stated that she would like to add the Non-Corporate Resolution with Northland Securities to the Consent Agenda. There being nothing else, Councilor Dains moved and seconded by Councilor Grove to approve the agenda as amended. Motion carried unanimously.

Mayor Gaasch asked if there were any corrections to the meeting minutes. There being none, Councilor Dolphin moved and seconded by Councilor Grove to approve the minutes of the January 22, 2019, city council meeting. Motion carried unanimously.

Mayor Gaasch asked if there were any questions on the claims. There being none, Councilor Grove moved and seconded by Councilor Moffatt to approve the claims totaling \$142,629.62. Motion carried unanimously.

**Consent**

Councilor Dolphin moved and seconded by Councilor Dains to approve the Consent Agenda thereby acknowledging the garbage hauler licenses and the Non-Corporate Resolution with Northland Securities.

**Special Order of Business/Recognitions/Proclamations**

A. Jim Bownik 20-year Work Anniversary

Bownik began working for the City on February 10, 1999 as the deputy city clerk. By 2001 he held the title of administrative analyst and in 2003 he became assistant to the city administrator. Mayor Gaasch presented Bownik with a plaque for his 20 years of dedicated service.

**Informational Presentations/Reports**

A. City Council Updates

Councilor Dolphin stated that she and Administrator Butkowski attended a meeting at CTV to discuss the creation of a video about the Eustis/Roselawn reconstruction project. Councilor Dains shared that he attended a St. Paul Water Board meeting where they discussed potential

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changes to their water leak adjustment policy. Mayor Gaasch stated that she attended a Regional Council of Mayors meeting where they discussed affordable housing and reducing homelessness. Gaasch continued to mention that she and other elected officials planned to attend a poverty simulation exercise. Finally, Gaasch shared that she attended a Metro Cities meeting where they worked on the legislative agenda.

**Public Hearings**

**A. High Density Residential – Conservation (HDR-C) Zoning Ordinance**

The Council has been discussing the proposed zoning text for the high density residential – conservation (HDR-C) zoning over a couple of meetings. The assistant city attorney has reviewed the draft since the last meeting. Zoning ordinance amendments require 10-days' published notice; the notice ran in the January 22 edition of the Roseville Review for tonight's public hearing.

Planning consultant Jennifer Haskamp of Swanson Haskamp Consulting provided an overview of the purpose and preparation of the HDR-C zoning ordinance.

After Council discussion, Mayor Gaasch opened the floor to public comment at 8:16 p.m.

The first person to approach the dais was Owen Flygare, Falcon Heights resident. He agreed that more housing opportunities are needed in the area, but has concerns about increasing traffic on Hoyt Avenue with the development of Luther Seminary's property.

Wayne Sisel, 1567 Fulham Street, approached the Council. His questions for the Council were in regards to zoning and how the net land area is determined.

Steve Ahlgren, 1563 Fulham Street, approached the Council. He stated that the City should continue pursuing the purchase of Breck Woods in order to protect it.

Jennifer Loupe, 1589 Fulham Street, approached the Council. She inquired on how zoning would change as various plans are proposed to be built on the site.

Cynthia Ahlgren, 1563 Fulham Street, approached the Council. She had a couple of questions for the Council including who would pay for a natural resources inventory and who determines what degree of slope is acceptable and allowed.

Haskamp answered the questions posed by attendees. She also agreed with Councilor Moffatt's suggestion to include a cultural resources study to the list of requirements for a developer in the next draft. Thereafter, the public hearing was closed at 8:43 p.m.

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**Discussion/Action Items**

A. 2019 Infrastructure Improvement Project Plans and Specifications Resolution No. 021219A  
In December, the Council authorized Stantec to prepare plans and specifications for the 2019 Infrastructure Improvement Project. Kellie Schlegel, the project's engineer, was present at the meeting to answer questions. Upon adoption of the resolution, the city engineer will move forward with the bidding of the project.

Councilor Moffatt made a motion to adopt Resolution 021219A – A Resolution Approving Plans and Specifications and Ordering Advertisement for Bids. This was seconded by Councilor Dolphin and carried unanimously.

B. Emergency Management: Hazardous Mitigation Plan Resolution No. 021219B  
Last summer, staff worked with Ramsey County Emergency Management on updating the county-wide Hazardous Mitigation Plan. Included in this resolution for adoption is a letter from FEMA and the "Lauderdale" portion of the plan. After adoption, Ramsey County will be eligible for federal funding should a disaster happen.

Councilor Dolphin made a motion to adopt Resolution 021219B – A Resolution Adopting the Ramsey County Multi-Hazard Mitigation Plan. This was seconded by Councilor Dains and carried unanimously.

C. Swanson Haskamp Consulting Master Services Agreement  
Swanson Haskamp Consulting originally was hired to prepare the Comprehensive Plan. That process lead to an agreement to draft zoning for the high density residential-conservation zoning district. Jennifer Haskamp has been pulled into the development projects happening since the City purchased 1795 Eustis Street last year. Staff felt it would be appropriate to have an agreement that covers the additional services. A significant portion of her time will be covered through the fees paid by developers as she reviews land use applications and guides the process to ensure the City meets land use requirements and deadlines.

Councilor Dolphin made a motion to enter into a Master Services Agreement with Swanson Haskamp Consulting, LLC as presented. This was seconded by Councilor Dains and carried unanimously.

**Set Agenda for Next Meeting**

Administrator Butkowski stated that the February 26 council meeting may include the High Density Residential – Conservation (HDR-C) Zoning Ordinance and a Small Cell Ordinance.

**Work Session**

A. Opportunity for the Public to Address the City Council

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Mayor Gaasch opened the floor to anyone in attendance that wanted to address the Council.

Steve Ahlgren, 1563 Fulham Street, approached the Council. He noted conversation he had with Metropolitan Council staff regarding the pond on Luther Seminary's property as well as his intention to reach out to Capitol Regions Watershed District. He believes Alice Hausman is working with the University of Minnesota on a way to acquire the wooded area.

**B. Preparing the Sale of Eustis Street Residential Lots**

Butkowski prepared a one-page document outlining the expectations and process for the sale of the lots on Eustis Street owned by the City. Councilors discussed their expectations and pros and cons of selling as two or three lots. Staff will finalize and distribute to builders who might be interested in putting in an offer. The goal is to receive proposals back before the second meeting in March.

**Adjournment**

Councilor Moffatt moved and seconded by Councilor Grove to adjourn the meeting at 10:10 p.m. Motion carried unanimously.

Respectfully submitted,



Miles Cline  
Deputy City Clerk