

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

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May 26, 2015

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

Councilors present: Mayor Dains, Mary Gaasch, and Denise Hawkinson.

Councilors absent: Roxanne Grove and Lara Mac Lean.

Staff present: Heather Butkowski, City Administrator; Jim Bownik, Assistant City Administrator; and Ron Batty, City Attorney.

### **Approvals**

Mayor Dains asked for changes to the meeting agenda. Motion was made by Councilor Gaasch to approve the agenda as presented, seconded by Councilor Hawkinson and carried unanimously.

Councilor Hawkinson moved to approve the City Council meeting minutes of May 12, 2015. Councilor Gaasch seconded the motion and carried unanimously.

Councilor Hawkinson moved and seconded by Councilor Gaasch to approve the claims totaling \$28,812.70. Motion carried unanimously.

### **Consent**

Mayor Dains asked if any Councilors wished to remove items from the Consent Agenda. There being none, Councilor Gaasch moved and seconded by Councilor Hawkinson to approve the Consent Agenda acknowledging the April Financial Report and Tennis and Basketball Court Maintenance recommendation. Motion carried unanimously.

### **Informational Presentations**

#### **A. Recycling Grant Updates**

Assistant City Administrator Bownik reported on the three Public Entity Innovation Grants from Ramsey County for recycling. Recapping the first grant was for the bulky waste pilot for single family properties in collaboration with Falcon Heights. The second grant was for bulky waste for multi-family structures and divided into two phases. The first phase was completed and budget spent with nine lessons learned. The second phase was determined not necessary because the multi-family properties are handling the issue as noted in the lessons learned. The third grant is for new recycling carts that were distributed on May 14 and 15. Three sizes of carts were purchased with grant funds with 90% of the carts in the medium size. Assistant City Administrator Bownik is working with Eureka Recycling on changing out cart sizes and addressing any issues.

Councilor Mac Lean arrived at 7:55 p.m.

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**Discussion / Action Items**

A. City Credit Card Application

City Administrator Butkowski noted that the City currently does not have a credit card for conference and training travel, purchasing and on-line orders. The recommendation is to open a credit card account with North Star Bank with one card for the city administrator with a limit of \$7,000.00.

Motion was made by Councilor Hawkinson and seconded by Council Mac Lean to approve the credit card through North Star Bank for the city administrator with a credit limit of \$7,000.00. Motion carried unanimously on a roll call vote.

B. Employee and Volunteer Recognition Program and Employee Wellness Program

City Administrator Butkowski reviewed the proposed policy for Employee and Volunteer Recognition Program and Employee Wellness Program. The Office of the State Auditor recommends that cities adopt a policy to outline programs and recognize the public purpose of the expenditures.

Moved by Councilor Mac Lean and seconded by Councilor Gaasch to adopt the Employee and Volunteer Recognition Program and Employee Wellness Program Policy as presented. Motion carried unanimously on a roll call vote.

City Administrator noted the next meeting may include the Public Works Maintenance Staff Appointment and Quarterly Investment Report. Additionally, Superintendent John Theirn would like to address the council at their July 14 meeting.

**Work Session**

A. Public Comment

None.

B. Greenway Holdings Zoning Clarification

Administrator Butkowski reviewed that Greenway Holdings intends to convert Lutheran Seminary's old radio station into a fitness center open to the public. From staff research, it appears that the housing developed in the 1960s utilized a planned unit development (PUD), although no documentation has been located. The underlying zoning of the parcel is R-1. The developer has asked if the fitness center could be viewed as a private club that would require a conditional use permit for an R-1. The City Code does not address fitness centers. Administrator Butkowski outlined several options for council consideration.

City Attorney Ron Batty explained that a PUD serves as an overlay and becomes the active zoning district. The underlying zoning only becomes of value if the PUD does not address. It was noted that the zoning of R-1 is probably not appropriate.

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Attorney Batty commented that the development of the fitness center provides an excellent opportunity to address the PUD issue by processing the development request and to clean up the property file.

Councilor Gaasch noted that she favors community health and would recommend a sidewalk constructed jointly to the fitness center. Further discussion ensued, with the consensus that the Council supports the fitness center development and to use the PUD as the solution.

C. Ordinance Amendments, Discussion with City Attorney Ron Batty

Mayor Dains began the ordinance amendments discussion by referencing the exemption request from the May 14 meeting to allow more than two dogs at a residence. Concerns expressed were criteria, setting precedence, and does the council want to become hearing officers for appeals.

Attorney Batty explained that the City Council adopts ordinances exercising their legislative authority with great discretion, once adopted the ordinance becomes law to be compiled with. It was noted that variance is used for land use issues and that this instance a conditional use permit would be more appropriate. An ordinance would contain standards and exceptions, if any, and identify who within the City would handle, such as staff, city council, or planning commission. With no standards for exceptions, the actions could be interpreted as arbitrary and capricious.

Discussion ensued. The consensus of the Council was to allow 90-days for the reduction in animals to two. Staff will communicate to the property owner.

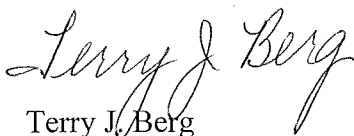
D. Community Development Update

Administrator Butkowski updated Council on the auction process to acquire 1828 Eustis Street. In discussions with the realtor, it appears the top bidder is in negotiations since the reserve was not met during the on-line auction process.

The Council briefly discussed the Chinese Christian Church which has listed the property for the assessed value from the county property records.

There being no further business on the council agenda, motion was made by Councilor Hawkinson and seconded by Councilor Gaasch, carried unanimously, to adjourn the meeting at 9:05 p.m.

Respectfully submitted,



Terry J. Berg  
Deputy City Clerk