

LAUDERDALE CITY COUNCIL MEETING AGENDA
7:00 P.M. TUESDAY, OCTOBER 11, 2022
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 TO ORDER THE LAUDERDALE CITY COUNCIL MEETING**
2. **ROLL CALL**
3. **APPROVALS**
 - a. Agenda
 - b. Minutes of the September 27, 2022 City Council Meeting
 - c. Claims Totaling \$182,944.40
4. **CONSENT**
 - a. Resolution No. 101122A – Levying Special Assessments via Petition and Waiver Agreements
5. **SPECIAL ORDER OF BUSINESS/RECOGNITIONS/PROCLAMATIONS**
6. **INFORMATIONAL PRESENTATIONS / REPORTS**
 - a. Halloween Event Planning
 - 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. 2023 Recycling Fund Rate Setting
9. **ITEMS REMOVED FROM THE CONSENT AGENDA**
10. **ADDITIONAL ITEMS**
11. **SET AGENDA FOR NEXT MEETING**
 - a. 2023 Special, Debt, Capital Improvement, and Enterprise Funds
 - b. Resolution Supporting Xcel Energy's Carbon Free Future Coalition
 - c. September Financial Report
 - d. Quarterly Investment Report
 - e. Speed Limits on Residential City Streets
 - f. Assessment of Delinquent Utility Accounts

12. WORK SESSION

- a. Community Development Update
- b. 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 three (3) 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.

13. ADJOURNMENT

To provide public comments, join us via Zoom.

You are invited to a Zoom webinar.

When: Oct 11, 2022 07:00 PM Central Time (US and Canada)

Topic: October 11, 2022 Lauderdale City Council Webinar

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/85947617835?pwd=bmw0U1QvNGFJN1dxL0pGWnBoMXFZdz09>

Passcode: 921791

Or One tap mobile :

US: +13017158592,,85947617835# or +13092053325,,85947617835#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 301 715 8592 or +1 309 205 3325 or +1 312 626 6799 or +1 646 558 8656 or +1 646 931 3860 or +1 669 900 9128 or +1 719 359 4580 or +1 253 215 8782 or +1 346 248 7799 or +1 386 347 5053 or +1 564 217 2000 or +1 669 444 9171 or 833 548 0282 (Toll Free) or 877 853 5247 (Toll Free) or 888 788 0099 (Toll Free) or 833 548 0276 (Toll Free)

Webinar ID: 859 4761 7835

International numbers available: <https://us02web.zoom.us/j/krzHmxN5Y>

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

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September 27, 2022

Call to Order

Mayor Gaasch called the Regular City Council meeting to order at 7:00 p.m.

Roll Call

Councilors present: Andi Moffatt, Jeff Dains, Duane Pulford, Roxanne Grove, 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 Pulford moved and seconded by Councilor Grove to approve the agenda. Motion carried unanimously.

Mayor Gaasch asked if there were any corrections to the minutes of the September 13, 2022 city council meeting. There being none, Councilor Grove moved and seconded by Councilor Pulford to approve the minutes of the September 13, 2022 city council meeting. Motion carried unanimously.

Mayor Gaasch asked if there were any questions on the claims. There being none, Councilor Pulford moved and seconded by Councilor Dains to approve the claims totaling \$21,519.06. Motion carried unanimously.

Consent

Councilor Dains moved and seconded by Councilor Pulford to approve the Consent Agenda thereby acknowledging the August financial report.

Informational Presentations/Reports

C. City Council Updates

Councilor Dains shared that he attended a Mississippi Watershed Management Organization (MWMO) meeting. The organization recently teamed up with the Twin Cities Climate Resiliency Initiative. Their goal is to expand the urban tree canopy outward from the city of Minneapolis.

Mayor Gaasch commented on the MWMO newsletter article which featured Jeff Dains. Gaasch continued to say that she attended a League of Minnesota Cities board retreat where they touched on the topics of investing in smaller cities and curbing catalytic converter theft.

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1891 Walnut Street
Lauderdale, MN 55113

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September 27, 2022

Discussion/Action Item

A. Resolution No. 092722A – Adopting 2023 Preliminary Property Tax Levy and Establishing the Budget Meeting Date

Butkowski explained the proposed budget reflects a \$47,130 loss in Local Government Aid (LGA), a \$17,468 loss in fiscal disparities revenue, and a 6.4% increase in public safety costs. Staff propose transferring \$55,000 from the American Rescue Plan Act (ARPA) to cover the costs for 2023 and 2024 if needed. Beyond 2024, the sanitary sewer and storm sewer funds would provide that on-going support to the general fund. While the City's tax rate will decrease 1.73%, the City taxes on median value homes are expected to increase about \$93.

The Council was asked to adopt the resolution approving the preliminary property tax levy and establishing December 13 at 7:00 p.m. as the date for the public meeting regarding the proposed 2023 budget and levy.

Councilor Moffatt made a motion to adopt Resolution No. 092722A—Adopting the 2023 Preliminary Property Tax Levy and Establishing the Budget Meeting Date. This was seconded by Councilor Grove and carried unanimously.

B. Speed Limits on Residential City Streets

Butkowski aid the state legislature amended Minnesota Statutes 169.14 on 2019 to allow cities to lower residential speed limits on streets under their authority. Staff commonly hear residents' concerns over the speed of drivers on City streets as does the Council. Until the legislative change, however, there wasn't anything a city council could do to change residential speed limits. Now that city councils can change residential speed limits, Butkowski asked whether or not the council would like to do so. Enough cities have made the change to know that they are finding it to be a change appreciated by most residents.

If the council is interested in discussing changing the speed limits on residential streets (that the city controls), staff would include an article in the upcoming newsletter to inform residents. After discussion, the council asked staff to put notice of the public hearing in the upcoming newsletter and continue discussion at the end of October.

Set Agenda for Next Meeting

Butkowski stated that the October 11 council meeting might include the September financial report, the 2023 quarterly investment report, Halloween planning, and the 2023 special/debt/capital improvement/enterprise funds.

Work Session

A. Community Development Update

Butkowski shared that Lauderdale and St. Anthony are still interviewing for an AmeriCorps

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member. The fourth quarter newsletter would be printed soon, sewer televising will continue on September 28, and that the City will host a reception for John Marty and Alice Hausman before the end of the year.

B. Opportunity for the Public to Address the City Council

Mayor Gaasch opened the floor to anyone in attendance interested in addressing the Council.

There being no one interested in speaking, Mayor Gaasch closed the floor.

Closed Session

Councilor Pulford moved and seconded by Councilor Moffatt to enter into a closed session to discuss labor negotiation strategies at 7:48 p.m. Motion carried unanimously.

Councilor Pulford moved and seconded by Councilor Moffatt to return from the closed session at 8:43 p.m. The Council discussed the classification and compensation data prepared by DDA Human Resources, Inc. Motion carried unanimously.

Adjournment

Councilor Pulford moved and seconded by Councilor Grove to adjourn the meeting at 8:44 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: October 11, 2022
Subject: List of Claims

The claims totaling \$182,944.40 are provided for City Council review and approval that includes check numbers 28104 to 28119.

Accounts Payable

Checks by Date - Detail by Check Date

User: MILES.CLINE
 Printed: 10/7/2022 3:17 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	43	Public Employees Retirement Association	09/30/2022	
		PR Batch 52000.09.2022 PERA Coordinated	PR Batch 52000.09.2022 PER	1,051.31
		PR Batch 52000.09.2022 PERA Coordinated	PR Batch 52000.09.2022 PER	1,213.05
Total for this ACH Check for Vendor 43:				2,264.36
ACH	44	Minnesota Department of Revenue	09/30/2022	
		PR Batch 52000.09.2022 State Income Tax	PR Batch 52000.09.2022 Stat	703.06
Total for this ACH Check for Vendor 44:				703.06
ACH	45	ICMA Retirement Corporation	09/30/2022	
		PR Batch 52000.09.2022 Deferred Comp	PR Batch 52000.09.2022 Def	1,500.76
Total for this ACH Check for Vendor 45:				1,500.76
ACH	46	Internal Revenue Service	09/30/2022	
		PR Batch 52000.09.2022 Medicare Employee Pc	PR Batch 52000.09.2022 Mec	236.72
		PR Batch 52000.09.2022 FICA Employee Portio	PR Batch 52000.09.2022 FIC.	1,012.18
		PR Batch 52000.09.2022 Federal Income Tax	PR Batch 52000.09.2022 Fed	1,694.34
		PR Batch 52000.09.2022 FICA Employer Portio	PR Batch 52000.09.2022 FIC.	1,012.18
		PR Batch 52000.09.2022 Medicare Employer Po	PR Batch 52000.09.2022 Mec	236.72
Total for this ACH Check for Vendor 46:				4,192.14
Total for 9/30/2022:				8,660.32
28104	373	ARAMARK Uniform & Career Apparel Gr	10/11/2022	
	6290050635	September Uniforms		15.67
	6290050635	September Uniforms		15.67
	6290053083	October Uniforms		15.23
	6290053083	October Uniforms		15.23
Total for Check Number 28104:				61.80
28105	52	Bluechip Tree Company Inc	10/11/2022	
	102022	Boulevard Tree Removals		2,000.00
	102022	1947 Eustis Abatement		1,250.00
Total for Check Number 28105:				3,250.00
28106	6	Boyer Ford Trucks Inc	10/11/2022	
	002S210838	New Tires 2016 Truck		1,387.16
Total for Check Number 28106:				1,387.16
28107	36	City of Roseville	10/11/2022	
	0231288	October IT Services		1,802.97

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 28107:	1,802.97
28108	25 EMCOM-010358 EMCOM-010373 EMCOM-010390	County of Ramsey September Fleet Support September 911 Dispatch Services September CAD Services	10/11/2022	6.24 642.58 106.52
			Total for Check Number 28108:	755.34
28109	25 PRRRV-001963	County of Ramsey 2022 Recycling Billing Fee	10/11/2022	333.50
			Total for Check Number 28109:	333.50
28110	61 2090533	Gopher State One Call September Locates	10/11/2022	29.70
			Total for Check Number 28110:	29.70
28111	82 102022	Home Depot Cleaning Supplies / Hockey Rink Lumber	10/11/2022	266.95
			Total for Check Number 28111:	266.95
28112	31 169944	Kennedy & Graven Chartered August Legal Services	10/11/2022	788.03
			Total for Check Number 28112:	788.03
28113	24 0001147207	Metropolitan Council November Waste Water	10/11/2022	11,614.67
			Total for Check Number 28113:	11,614.67
28114	24 1795Eustis	Metropolitan Council 1795 Eustis St SAC Remittance	10/11/2022	147,609.00
			Total for Check Number 28114:	147,609.00
28115	12 2022-185 2022-185 2022-185	NineNorth September Webstreaming & Archiving September Virtual Meeting Charge September Virtual Meeting Production	10/11/2022	255.41 74.75 360.00
			Total for Check Number 28115:	690.16
28116	84 102022 102022 102022 102022 102022 102022 102022 102022	North Star Bank Cardmember Services October Pioneer Press September Costco Fuel MG - NLC Conference September Costco Fuel September Costco Fuel Certified Letter & Stamps Food Truck Refund Council Member Nameplates	10/11/2022	10.00 57.17 790.00 57.17 266.81 17.45 -269.69 78.46
			Total for Check Number 28116:	1,007.37
28117	26 1983138 1983138	Stantec Consulting Services Inc Walsh Lake Restoration Project General Engineering Services	10/11/2022	583.75 452.50

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	1983138	GIS Mapping		90.50
			Total for Check Number 28117:	1,126.75
28118	4 SI004868 SI004868	The Neighborhood Recycling Company Inc September Multi-Family Recycling September Single Unit Dwelling	10/11/2022	412.62 2,972.06
			Total for Check Number 28118:	3,384.68
28119	3 483479234	US National Equipment Finance Inc October Copier Lease	10/11/2022	176.00
			Total for Check Number 28119:	176.00
			Total for 10/11/2022:	174,284.08
			Report Total (20 checks):	182,944.40

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

Consent X
Public Hearing
Discussion
Action
Resolution X
Work Session

Meeting Date October 11, 2022

ITEM NUMBER Special Assess. Resolution

STAFF INITIAL *AB*

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Each year the City must submit a resolution to Ramsey County certifying special assessments for the year. This year the City has one petition and waiver special assessment. The resolution is a formality as the petition and waiver agreements eliminate the need for a public hearing and the owners have forgone the right to appeal. Staff anticipate a second special assessment resolution in the next few weeks to assess unpaid bills.

STAFF RECOMMENDATION:

By approving the Consent Agenda, the Council adopts Resolution No. 101122A—A Resolution Levying Special Assessments via Petition and Waiver Agreements.

RESOLUTION 101122A

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

**RESOLUTION LEVYING SPECIAL ASSESSMENTS
VIA PETITION AND WAIVER AGREEMENTS**

WHEREAS, the city of Lauderdale (the “City”) has a policy of assisting property owners with the cost of private projects that provide a public benefit; and

WHEREAS, the city of Lauderdale will assist property owners with the costs of special assessments for public improvement projects done in cooperation with other local government partners when the owner is unable to afford the cost of the necessary work without financing from the City; and

WHEREAS, the city of Lauderdale will assist residents with the cost of trimming or removal of trees when they are on private property, pose a hazard to the property owner or others and the owner is unable to afford the cost of the necessary work without financing from the City; and

WHEREAS, the city of Lauderdale will assist residents with sewer and water repairs on private property that impact livability and pose a hazard to the property owner or others and the owner is unable to afford the cost of the necessary work without financing from the City; and

WHEREAS, the owners of the properties identified on the list attached hereto have participated in the City’s programs; and

WHEREAS, it is not the intent of the City to pay for the work but to assist the property owners with financing the cost thereof through special assessments levied against their properties; and

WHEREAS, the owners of properties identified on the list attached hereto have each executed a petition and waiver agreement with the City allowing the City to a specially assess their property for the cost of said work without hearing or notice of hearing regarding the work or the assessment thereof to ensure the City has valid special assessments against said properties; and

WHEREAS, were it not for the petition and waiver agreements executed by the property owners, the City would not be willing to perform the work or levy the special assessment without hearing and notice of hearing on same; and

WHEREAS, the property owners have agreed that their properties are benefited by the work performed or paid for by the City in an amount at least equal the amount of the assessment.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAUDERDALE, MINNESOTA AS FOLLOWS:

Section 1. The proposed assessment, a copy of which is attached hereto and made a part hereof, is hereby accepted and shall constitute a special assessment against the lands named therein, and each tract of land included therein is hereby found to be benefited by the work in the amount of the assessment levied against it.

Section 2. The assessment shall be payable over a period of one to ten years with an annual interest rate of 4.15 percent.

Section 3. The owner of property so assessed may, at any time prior to certification of the assessment to the County Auditor, pay the whole of the assessment on such property with interest accrued to the date of payment to the City Administrator, except that no interest shall be charged if the entire assessment is paid within 30 days from the date of the adoption of this resolution; and they may thereafter pay to the City Administrator until November 15 in any year the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made.

Section 4. The City Administrator shall forthwith transmit a certified duplicate of this assessment to the County Auditor to be extended on the property tax lists of Ramsey County. Such assessments shall be collected and paid over in the same manner as other municipal taxes.

Adopted: October 11, 2022


Mary Gaasch
Mayor

ATTEST:

Heather Butkowski
City Administrator

**LAUDERDALE COUNCIL
ACTION FORM**

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

Meeting Date	October 11, 2022
ITEM NUMBER	2023 Budget and Levy
STAFF INITIAL	
APPROVED BY ADMINISTRATOR	

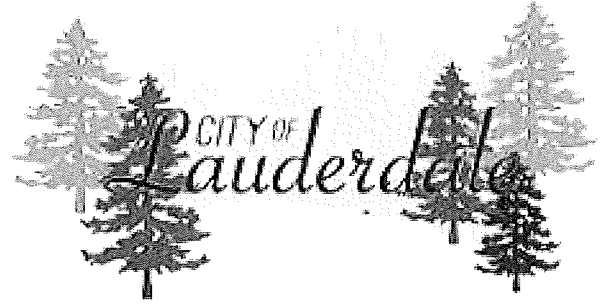
DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Staff continue to work on the non-general fund budgets for 2023. One of those budgets is the 227 Recycling Fund. After years of raising rates to cover the cost of the new contract with Eureka! Recycling, we are near the end of needing to do that. Staff recommend raising the rate by \$1.00 per month to allow revenue to finally exceed expenses for the first time in many years. The current fund balance is lower than it has historically been but the costs are less volatile under the new contract. The \$1.00 per month increase allows for a slight increase in the fund budget. Alternatively, staff could reduce the rate slightly to balance the fund and not increase the fund balance. The current fund balance is \$49,994.42.

STAFF RECOMMENDATION:

General Ledger

Cash Balances



User: heather.butkowski
 Printed: 10/7/2022 3:33:41 PM
 Period 10 - 10
 Fiscal Year 2022

Description	Account	Beg Bal	MTD Debit	MTD Credit	Current Balance
Cash	101-00000-000-10100	-3,216,714.11	0.00	9,801.68	-3,226,515.79
Change Fund	101-00000-000-10300	100.00	0.00	0.00	100.00
Cash	226-00000-000-10100	1,545.86	0.00	690.16	855.70
Cash	227-00000-000-10100	53,712.60	0.00	3,718.18	49,994.42
Cash	228-00000-000-10100	248,487.68	0.00	0.00	248,487.68
Cash	305-00000-000-10100	8,304.82	0.00	0.00	8,304.82
Cash	306-00000-000-10100	195,691.95	0.00	0.00	195,691.95
Cash	401-00000-000-10100	149,221.19	0.00	0.00	149,221.19
Cash	403-00000-000-10100	420,443.32	0.00	0.00	420,443.32
Cash	404-00000-000-10100	213,458.53	0.00	0.00	213,458.53
Cash	406-00000-000-10100	342,560.65	0.00	0.00	342,560.65
Cash	414-00000-000-10100	365,667.96	0.00	0.00	365,667.96
Cash	416-00000-000-10100	84,142.28	0.00	0.00	84,142.28
Cash	602-00000-000-10100	1,023,238.53	0.00	159,402.24	863,836.29
Cash	603-00000-000-10100	375,459.17	0.00	671.82	374,787.35
Current Assets		265,320.43	0.00	174,284.08	91,036.35
Petty Cash	101-00000-000-10200	300.00	0.00	0.00	300.00
Petty Cash		300.00	0.00	0.00	300.00
Investments - Fair Value Adj	101-00000-000-10410	3,837,789.04	0.00	0.00	3,837,789.04
Investments		3,837,789.04	0.00	0.00	3,837,789.04
Grand Total		<u>4,103,409.47</u>	<u>0.00</u>	<u>174,284.08</u>	<u>3,929,125.39</u>

Recycling Fee

The City awarded Eureka! Recycling a contract for weekly curbside collection through December 31, 2023. The recycling contract price per month in 2023 is \$6.09 per cart.

Target Cash Reserves – Recycling Fund

In 2020, rates were raised to begin covering the increased recycling costs that are the result of the upheaval in the recycling markets worldwide. Previously, the contract was based on the number of housing units and all units paid the same price for recycling service. Starting with the new contract in 2019, the cost was based on the number of carts to save tens of thousands of dollars through the duration of the contract. With the increased per cart cost, staff is recommending increasing the cost of collection until residents pay for the full cost of the service and reserves are replenished. This means raising rates by \$1.00 per cart per month in 2023. The revenue is expected to cover costs for the first time since the new contract was implemented and replenish the fund balance by approximately \$1,500. Future rate increases are expected to be more moderate.

Recycling Rate History (Per Month):

Recycling Rate Per Cart	2018	2019	2020	2021	2022	2023
Residential /Mo,	\$2.98	\$3.17	\$5.17	\$7.17	\$8.17	\$9.17
Residential /An.	\$35.76	\$37.98	\$62.04	\$86.04	\$98.04	\$110.04
% Increase	5%	6.4%	63%	39%	14%	12.2%

Appendix C

Recycling Historical Rates

Recycling rates are per household (1999-2018) and per cart (2019-present). These rates are collected through the property tax system as a special assessment.

