

**LAUDERDALE CITY COUNCIL MEETING AGENDA**  
**7:00 P.M. TUESDAY, JUNE 27, 2023**  
**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 June 13, 2023 City Council Meetings
  - c. Claims Totaling \$25,752.48
4. **CONSENT**
  - a. May Financial Report
  - b. Performance Agreement with Lazy Does It Band
5. **SPECIAL ORDER OF BUSINESS/RECOGNITIONS/PROCLAMATIONS**
6. **INFORMATIONAL PRESENTATIONS / REPORTS**
  - a. Senator Clare Oumou Verbeten
  - 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. Resolution No. 062723A - Adopting Comprehensive Emergency Operations Plan
9. **ITEMS REMOVED FROM THE CONSENT AGENDA**
10. **ADDITIONAL ITEMS**
11. **SET AGENDA FOR NEXT MEETING**
  - a. Electronic Funds Transfer Policy
  - b. Moratorium on the Operation of Cannabis Businesses
  - c. Goal Setting Session
  - d. Annual Storm Water Report (July 25)
  - e. Long-Term Planning Session with Victoria Holthaus of AEM Financial Solutions (September 12)

## 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: Jun 27, 2023 07:00 PM Central Time (US and Canada)

Topic: June 27, 2023 Lauderdale City Council Webinar

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/84032559885?pwd=ajArMnFmbFR5WVM3NWgwUklRa2tBdz09>

Passcode: 746892

Or One tap mobile :

+13126266799,,84032559885# US (Chicago)

+16465588656,,84032559885# US (New York)

Or Telephone:

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

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Washington DC)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 9128 US (San Jose)

888 788 0099 US Toll Free

833 548 0276 US Toll Free

833 548 0282 US Toll Free

877 853 5247 US Toll Free

Webinar ID: 840 3255 9885

International numbers available: <https://us02web.zoom.us/j/84032559885>

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

Page 1 of 3

June 13, 2023

**Call to Order**

Mayor Gaasch called the Regular City Council meeting to order at 7:02 p.m.

**Roll Call**

Councilors present: Jeff Dains, Sharon Kelly, Evan Sayre, and Mayor Mary Gaasch.

Councilor absent: Duane Pulford

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. Gaasch stated that she would like to add a Day in the Park update to the Informational Presentations/Reports section of the agenda. There being nothing else, Councilor Dains moved and seconded by Councilor Sayre to approve the agenda. Motion carried unanimously.

Mayor Gaasch asked if there were corrections to the minutes of the May 23, 2023 city council meeting. There being none, Councilor Kelly moved and seconded by Councilor Sayre to approve the minutes of the May 23, 2023 city council meeting. Motion carried unanimously.

Mayor Gaasch asked if there were any questions on the claims. There being none, Councilor Kelly moved and seconded by Councilor Dains to approve the claims totaling \$135,735.01. Motion carried unanimously.

**Consent**

Councilor Dains moved and seconded by Councilor Sayre to approve the Consent Agenda thereby acknowledging the April financial report and approving the Day in the Park temporary on-sale liquor license.

**Informational Presentations/Reports**

**A. City Council Updates**

Councilor Dains shared that the Mississippi Watershed Management Organization is embarking on a diversity, equity, and inclusion (DEI) project to increase diversity and inclusion surrounding climate and environmental issues.

Councilor Kelly stated that she and Mayor Gaasch attended the League of Minnesota Cities webinar where they reviewed the 2022-2023 state legislative session.

Mayor Gaasch shared that she and Councilor Kelly attended the quarterly ISD 623 meeting at Central Park elementary school.

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

Page 2 of 3

June 13, 2023

**B. Day in the Park**

Assistant to the City Administrator Bownik gave an update on the food, games, music, and events that will take place at Lauderdale's annual Day in the Park event. The event will take place on Thursday, July 13 from 5:00 – 8:00 p.m. at Lauderdale Community Park.

**Discussion/Action Item**

**A. Options for the Restoration of City Owned Property around Walsh Lake**

Butkowski explained that the City owns four lots around Walsh Lake. The purchase was the result of a lawsuit settlement the City was involved in decades ago. The lots are largely underwater. The area that isn't has largely been left untouched has sprouted invasive species and the shoreline has erosion issues. The same holds true for the Roseville side of the lake.

In speaking with the Ramsey County staff that treated the Japanese Knotweed in the Nature Area, they said they work with cities to submit grant applications for Legacy Amendment funds for restoration work. They agreed to work with Roseville and us on a project. Digging deeper into the issues, we discussed two unknowns that affect the grant application. The first is that some of the adjacent property owners would like to buy the parcels to add to the property that they own. The second is past interest in creating a trail or pathway along the lakeshore.

City engineer, Kellie Schlegel, put together a proposal regarding a path, which would include a boardwalk to keep the path within public property. Schlegel joined the meeting via zoom to answer questions from the council. Upon conclusion of the discussion, the Council decided they would visit the area together in the near future. Staff was directed to coordinate.

**Set Agenda for Next Meeting**

Butkowski stated that the June 27 council meeting might include an electronic funds transfer policy, the adoption of a countywide comprehensive emergency operations plan, a presentation from Senator Clare Oumou Verbeten, a variance setback, and city attorney Ron Batty on cannabis legislation.

**Work Session**

**A. Community Development Update**

Butkowski shared that we have received an increased number of swimming pool, fence, and driveway applications this spring. She said she met with Aspen Waste to discuss their plans for Greenway Village. Finally, The Fern is expected to be completed by September 1.

**B. Opportunity for the Public to Address the City Council**

Mayor Gaasch opened the floor to those in attendance interested in addressing the Council. There being nobody interested in speaking, Mayor Gaasch closed the floor.

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

Page 3 of 3

June 13, 2023

**Adjournment**

Councilor Kelly moved and seconded by Councilor Sayre to adjourn the meeting at 7:45 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:** June 27, 2023  
**Subject:** List of Claims

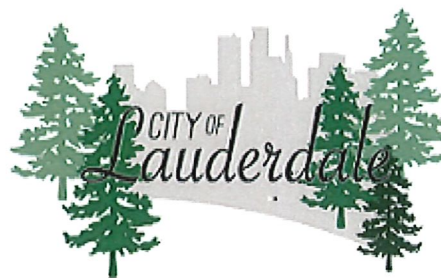
---

The claims totaling \$25,752.48 are provided for City Council review and approval that includes check numbers 28481 to 28497.

# Accounts Payable

## Checks by Date - Detail by Check Date

User: miles.cline  
 Printed: 6/22/2023 2:30 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	34	AFSCME MN Council 5 PR Batch 51300.06.2023 Union Dues	06/23/2023 PR Batch 51300.06.2023 Uni	228.24
Total for this ACH Check for Vendor 34:				228.24
ACH	389	Blue Cross Blue Shield of Minnesota PR Batch 51300.06.2023 Vision Insurance	06/23/2023 PR Batch 51300.06.2023 Visi	12.82
Total for this ACH Check for Vendor 389:				12.82
ACH	43	Public Employees Retirement Association PR Batch 51300.06.2023 PERA Coordinated PR Batch 51300.06.2023 PERA Coordinated	06/23/2023 PR Batch 51300.06.2023 PER PR Batch 51300.06.2023 PER	1,093.19 1,261.36
Total for this ACH Check for Vendor 43:				2,354.55
ACH	44	Minnesota Department of Revenue PR Batch 51300.06.2023 State Income Tax	06/23/2023 PR Batch 51300.06.2023 Stat	716.17
Total for this ACH Check for Vendor 44:				716.17
ACH	45	ICMA Retirement Corporation PR Batch 51300.06.2023 Deferred Comp PR Batch 51300.06.2023 Deferred Comp	06/23/2023 PR Batch 51300.06.2023 Def PR Batch 51300.06.2023 Def	1,247.57 1,656.15
Total for this ACH Check for Vendor 45:				2,903.72
ACH	46	Internal Revenue Service PR Batch 51300.06.2023 FICA Employer Portio PR Batch 51300.06.2023 Medicare Employer Po PR Batch 51300.06.2023 FICA Employee Portio PR Batch 51300.06.2023 Medicare Employee Pc PR Batch 51300.06.2023 Federal Income Tax	06/23/2023 PR Batch 51300.06.2023 FIC. PR Batch 51300.06.2023 Mec PR Batch 51300.06.2023 FIC. PR Batch 51300.06.2023 Mec PR Batch 51300.06.2023 Fed	1,214.71 284.11 1,214.71 284.11 1,643.95
Total for this ACH Check for Vendor 46:				4,641.59
Total for 6/23/2023:				10,857.09
28481	65 19599652	Allstream Inc. Fax Line	06/27/2023	72.95
Total for Check Number 28481:				72.95
28482	373 6290137648 6290137648 6290140154 6290140154 6290142408 6290142408	ARAMARK Uniform & Career Apparel Gr June Uniforms June Uniforms June Uniforms June Uniforms June Uniforms June Uniforms	06/27/2023	16.92 16.93 19.21 19.22 19.22 19.21

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 28482:	110.71
28483	233 79697	Bond Trust Services Corporation 2019A Bond Interest 333519	06/27/2023	8,562.50
			Total for Check Number 28483:	8,562.50
28484	57 062023	Heather Butkowski 2Q23 Mileage Reimbursement	06/27/2023	126.81
			Total for Check Number 28484:	126.81
28485	133 062023	Miles Cline 2Q23 Mileage Reimbursement	06/27/2023	67.31
			Total for Check Number 28485:	67.31
28486	192 174778923	Comcast Holdings Corporation June Internet	06/27/2023	413.00
			Total for Check Number 28486:	413.00
28487	25    RISK-002243	County of Ramsey PR Batch 51300.06.2023 Life Insurance PR Batch 51300.06.2023 Short Term Disability PR Batch 51300.06.2023 Long Term Disability June Insurance Processing Fee	06/27/2023 PR Batch 51300.06.2023 Life PR Batch 51300.06.2023 Sho PR Batch 51300.06.2023 Lon	229.43 96.71 104.75 25.00
			Total for Check Number 28487:	455.89
28488	19 94313	Ehlers and Associates Inc Review TIF for 4D language	06/27/2023	73.75
			Total for Check Number 28488:	73.75
28489	391 2518355	Sharon Kelly 2023 Equity Leadership Series - SK	06/27/2023	62.13
			Total for Check Number 28489:	62.13
28490	31 174971	Kennedy & Graven Chartered April Legal Services	06/27/2023	513.00
			Total for Check Number 28490:	513.00
28491	94 062023	Minnesota Clerks & Finance Officers Assoc 2023 Dues - HB, JB, MC	06/27/2023	150.00
			Total for Check Number 28491:	150.00
28492	10 0001548057	On Site Sanitation Inc 06/10/2023 - 07/07/2023 Park Portable Restroom	06/27/2023	218.00
			Total for Check Number 28492:	218.00
28493	388 0043192	PeopleService Inc July Wastewater	06/27/2023	600.00
			Total for Check Number 28493:	600.00
28494	5 619861-05-23	Premium Waters Inc May Water Bottles	06/27/2023	34.62



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 28494:	34.62
28495	26	Stantec Consulting Services Inc	06/27/2023	
	2091410	Roads: Speed Limits and Future Repairs Costs		1,591.00
	2091410	Walsh Lake Project		374.00
	2091410	GIS Updates		140.25
			Total for Check Number 28495:	2,105.25
28496	74	Xcel Energy	06/27/2023	
	830814829	2430 Larpenteur Avenue W		16.33
	830901619	Larpenteur Bridge Lights		33.71
	830974715	1891 Walnut Street		34.19
	830974715	1891 Walnut Street		102.09
	830978892	May Street Lighting		484.63
	831165621	1885 Fulham Street		29.12
	831165621	1917 Walnut Street		29.12
	831165621	1917 Walnut Street		20.31
	831165621	1885 Fulham Street		27.62
	831243701	Larpenteur Avenue		52.35
			Total for Check Number 28496:	829.47
28497	85	Len Yaeger	06/27/2023	
	062023	Day in the Park Music		500.00
			Total for Check Number 28497:	500.00
			Total for 6/27/2023:	14,895.39
			Report Total (23 checks):	25,752.48

**LAUDERDALE COUNCIL  
ACTION FORM**

**Action Requested**

Consent              X    
Public Hearing                
Discussion                   
Action                        
Resolution                   
Work Session              

Meeting Date                      June 27, 2023

ITEM NUMBER                        May Financial Report  

STAFF INITIAL                        AB  

APPROVED BY ADMINISTRATOR

**DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:**

Every month, staff provide the Council with an updated copy of the city's finances. Following are the revenue, expense, and cash balance reports for May 2023. This includes the ARPA funds transfer to the Communications Fund approved in May.

**OPTIONS:**

**STAFF RECOMMENDATION:**

By approving the consent agenda, the Council acknowledges the city's financial report for May 2023.

# General Ledger

## Cash Balances



User: heather.butkowski  
 Printed: 6/12/2023 3:45:08 PM  
 Period 05 - 05  
 Fiscal Year 2023

Description	Account	Beg Bal	MTD Debit	MTD Credit	Current Balance
Cash	101-00000-000-10100	-2,964,354.69	148,565.47	144,979.64	-2,960,768.86
Change Fund	101-00000-000-10300	100.00	0.00	0.00	100.00
Cash	226-00000-000-10100	-194.04	100,089.16	52,520.65	47,374.47
Cash	227-00000-000-10100	48,986.49	81.89	5,558.22	43,510.16
Cash	228-00000-000-10100	194,574.07	50,272.61	100,000.00	144,846.68
Cash	306-00000-000-10100	197,321.63	371.26	425.00	197,267.89
Cash	401-00000-000-10100	148,742.16	280.46	0.00	149,022.62
Cash	403-00000-000-10100	401,052.39	696.38	31,734.31	370,014.46
Cash	404-00000-000-10100	202,264.85	372.33	4,800.00	197,837.18
Cash	406-00000-000-10100	342,101.37	645.06	0.00	342,746.43
Cash	414-00000-000-10100	296,430.27	558.94	0.00	296,989.21
Cash	416-00000-000-10100	92,276.63	173.99	0.00	92,450.62
Cash	602-00000-000-10100	801,203.56	16,364.59	22,282.92	795,285.23
Cash	603-00000-000-10100	381,393.86	12,300.78	11,516.31	382,178.33
<b>Current Assets</b>		<b>141,898.55</b>	<b>330,772.92</b>	<b>373,817.05</b>	<b>98,854.42</b>
Petty Cash	101-00000-000-10200	300.00	0.00	0.00	300.00
<b>Petty Cash</b>		<b>300.00</b>	<b>0.00</b>	<b>0.00</b>	<b>300.00</b>
Investments - Fair Value Adj	101-00000-000-10410	3,505,409.86	6,560.22	125,000.00	3,386,970.08
<b>Investments</b>		<b>3,505,409.86</b>	<b>6,560.22</b>	<b>125,000.00</b>	<b>3,386,970.08</b>
<b>Grand Total</b>		<b><u>3,647,608.41</u></b>	<b><u>337,333.14</u></b>	<b><u>498,817.05</u></b>	<b><u>3,486,124.50</u></b>

# General Ledger

## Revenue vs Expense

User: heather.butkowski  
 Printed: 6/12/2023 3:45:48 PM  
 Period 05 - 05  
 Fiscal Year 2023



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% ExpendCollect
<b>101</b>	<b>General Fund</b>					
	<b>Revenue</b>					
	Taxes	1,010,172.00	0.00	790.66	1,009,381.34	0.08
	Licenses and Permits	41,150.00	6,727.50	25,796.60	15,353.40	62.69
	Intergovernmental Revenues	477,461.00	0.00	0.00	477,461.00	0.00
	Charges for Services	12,550.00	866.12	12,090.80	459.20	96.34
	Fines and Forfeits	25,000.00	2,430.16	8,407.58	16,592.42	33.63
	Miscellaneous Revenue	21,500.00	851.98	94,416.19	-72,916.19	439.15
	Other Financing Sources	55,000.00	0.00	55,000.00	0.00	100.00
		<u>1,642,833.00</u>	<u>10,875.76</u>	<u>196,501.83</u>	<u>1,446,331.17</u>	<u>11.96</u>
	<b>Revenue</b>					
	<b>Expense</b>					
	Personal Services	441,267.00	33,740.32	175,149.83	266,117.17	39.69
	Supplies	14,794.00	4,231.47	10,846.63	3,947.37	73.32
	Other Services and Charges	1,181,772.00	87,849.10	484,956.87	696,815.13	41.04
	Capital Outlay	0.00	0.00	0.00	0.00	0.00
	Other Uses	5,000.00	0.00	0.00	5,000.00	0.00
		<u>1,642,833.00</u>	<u>125,820.89</u>	<u>670,953.33</u>	<u>971,879.67</u>	<u>40.84</u>
	<b>Expense</b>					
<b>101</b>	<b>General Fund</b>	<b>0.00</b>	<b>-114,945.13</b>	<b>-474,451.50</b>	<b>474,451.50</b>	<b>0.00</b>

# General Ledger

## Revenue vs Expense

User: heather.butkowski  
 Printed: 6/12/2023 3:45:48 PM  
 Period 05 - 05  
 Fiscal Year 2023



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
226	<b>Communications</b>					
	Revenue					
	Taxes	18,000.00	0.00	3,572.17	14,427.83	19.85
	Intergovernmental Revenues	0.00	0.00	0.00	0.00	0.00
	Miscellaneous Revenue	200.00	89.16	93.87	106.13	46.94
	Other Financing Sources	0.00	50,000.00	50,000.00	-50,000.00	0.00
	<b>Revenue</b>	<b>18,200.00</b>	<b>50,089.16</b>	<b>53,666.04</b>	<b>-35,466.04</b>	<b>294.87</b>
	<b>Expense</b>					
	Personal Services	10,171.00	820.10	4,432.04	5,738.96	43.58
	Supplies	0.00	0.00	0.00	0.00	0.00
	Other Services and Charges	12,500.00	1,700.55	5,053.87	7,446.13	40.43
	Capital Outlay	0.00	0.00	0.00	0.00	0.00
	<b>Expense</b>	<b>22,671.00</b>	<b>2,520.65</b>	<b>9,485.91</b>	<b>13,185.09</b>	<b>41.84</b>
226	<b>Communications</b>	<b>-4,471.00</b>	<b>47,568.51</b>	<b>44,180.13</b>	<b>-48,651.13</b>	<b>-988.15</b>

# General Ledger Revenue vs Expense



User: heather.butkowski  
 Printed: 6/12/2023 3:45:48 PM  
 Period 05 - 05  
 Fiscal Year 2023

Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
227	<b>Recycling Revenue</b>					
	Intergovernmental Revenues	6,118.00	0.00	0.00	6,118.00	0.00
	Miscellaneous Revenue	<u>71,115.00</u>	<u>81.89</u>	<u>1,632.94</u>	<u>69,482.06</u>	<u>2.30</u>
	<b>Revenue</b>	<b>77,233.00</b>	<b>81.89</b>	<b>1,632.94</b>	<b>75,600.06</b>	<b>2.11</b>
	<b>Expense</b>					
	Personal Services	26,021.00	2,111.28	11,382.89	14,638.11	43.75
	Supplies	0.00	0.00	0.00	0.00	0.00
	Other Services and Charges	41,363.00	3,446.94	13,787.76	27,575.24	33.33
	Capital Outlay	<u>350.00</u>	<u>0.00</u>	<u>0.00</u>	<u>350.00</u>	<u>0.00</u>
	<b>Expense</b>	<b>67,734.00</b>	<b>5,558.22</b>	<b>25,170.65</b>	<b>42,563.35</b>	<b>37.16</b>
227	<b>Recycling</b>	<b>9,499.00</b>	<b>-5,476.33</b>	<b>-23,537.71</b>	<b>33,036.71</b>	<b>-247.79</b>

# General Ledger

## Revenue vs Expense

User: heather.butkowski  
 Printed: 6/12/2023 3:45:48 PM  
 Period 05 - 05  
 Fiscal Year 2023



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
228	<b>Fund</b>					
	Revenue					
	Intergovernmental Revenues	0.00	0.00	0.00	0.00	0.00
	Miscellaneous Revenue	<u>1,000.00</u>	<u>272.61</u>	<u>2,043.52</u>	<u>-1,043.52</u>	<u>204.35</u>
	<b>Revenue</b>	<b>1,000.00</b>	<b>272.61</b>	<b>2,043.52</b>	<b>-1,043.52</b>	<b>204.35</b>
	<b>Expense</b>					
	Capital Outlay	0.00	0.00	0.00	0.00	0.00
	Other Uses	<u>55,000.00</u>	<u>50,000.00</u>	<u>105,000.00</u>	<u>-50,000.00</u>	<u>190.91</u>
	<b>Expense</b>	<b>55,000.00</b>	<b>50,000.00</b>	<b>105,000.00</b>	<b>-50,000.00</b>	<b>190.91</b>
228	<b>Fund</b>	<b>-54,000.00</b>	<b>-49,727.39</b>	<b>-102,956.48</b>	<b>48,956.48</b>	<b>190.66</b>

# General Ledger

## Revenue vs Expense



User: heather.butkowski  
 Printed: 6/12/2023 3:45:48 PM  
 Period 05 - 05  
 Fiscal Year 2023

Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
305	<b>GO TIF Revenue Bonds 2018A</b>					
	Revenue					
	Miscellaneous Revenue	300.00	0.00	0.00	300.00	0.00
	Other Financing Sources	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<b>Revenue</b>	<b>300.00</b>	<b>0.00</b>	<b>0.00</b>	<b>300.00</b>	<b>0.00</b>
	Expense					
	Other Services and Charges	475.00	0.00	0.00	475.00	0.00
	Debt Service	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<b>Expense</b>	<b>475.00</b>	<b>0.00</b>	<b>0.00</b>	<b>475.00</b>	<b>0.00</b>
305	<b>GO TIF Revenue Bonds 2018A</b>	<b>-175.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-175.00</b>	<b>0.00</b>



# General Ledger

## Revenue vs Expense

User: heather.butkowski  
 Printed: 6/12/2023 3:45:48 PM  
 Period 05 - 05  
 Fiscal Year 2023



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
306	2019A Improvement Bonds					
	Revenue					
	Miscellaneous Revenue	500.00	371.26	1,466.74	-966.74	293.35
	Other Financing Sources	<u>122,981.00</u>	<u>0.00</u>	<u>66,612.04</u>	<u>56,368.96</u>	<u>54.16</u>
	Revenue	<b>123,481.00</b>	<b>371.26</b>	<b>68,078.78</b>	<b>55,402.22</b>	<b>55.13</b>
	Expense					
	Other Services and Charges	475.00	425.00	1,000.00	-525.00	210.53
	Debt Service	<u>117,938.00</u>	<u>0.00</u>	<u>109,375.00</u>	<u>8,563.00</u>	<u>92.74</u>
	Expense	<b>118,413.00</b>	<b>425.00</b>	<b>110,375.00</b>	<b>8,038.00</b>	<b>93.21</b>
306	2019A Improvement Bonds	5,068.00	-53.74	-42,296.22	47,364.22	-834.57

# General Ledger Revenue vs Expense



User: heather.butkowski  
 Printed: 6/12/2023 3:45:48 PM  
 Period 05 - 05  
 Fiscal Year 2023

Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
401	<b>General Capital Projects</b>					
	<b>Revenue</b>					
	Intergovernmental Revenues	0.00	0.00	0.00	0.00	0.00
	Miscellaneous Revenue	1,500.00	280.46	1,401.03	98.97	93.40
	Other Financing Sources	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<b>Revenue</b>	<b>1,500.00</b>	<b>280.46</b>	<b>1,401.03</b>	<b>98.97</b>	<b>93.40</b>
	<b>Expense</b>					
	Other Services and Charges	0.00	0.00	0.00	0.00	0.00
	Capital Outlay	85,000.00	0.00	0.00	85,000.00	0.00
	Other Uses	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<b>Expense</b>	<b>85,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>85,000.00</b>	<b>0.00</b>
401	<b>General Capital Projects</b>	<b>-83,500.00</b>	<b>280.46</b>	<b>1,401.03</b>	<b>-84,901.03</b>	<b>-1.68</b>

# General Ledger Revenue vs Expense

User: heather.butkowski  
 Printed: 6/12/2023 3:45:48 PM  
 Period 05 - 05  
 Fiscal Year 2023



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
403	Street Capital Projects					
	Revenue					
	Intergovernmental Revenues	0.00	0.00	0.00	0.00	0.00
	Miscellaneous Revenue	4,000.00	696.38	3,815.36	184.64	95.38
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
	<b>Revenue</b>	<b>4,000.00</b>	<b>696.38</b>	<b>3,815.36</b>	<b>184.64</b>	<b>95.38</b>
	Expense					
	Capital Outlay	0.00	31,734.31	48,758.31	-48,758.31	0.00
	Debt Service	0.00	0.00	0.00	0.00	0.00
	Other Uses	0.00	0.00	0.00	0.00	0.00
	<b>Expense</b>	<b>0.00</b>	<b>31,734.31</b>	<b>48,758.31</b>	<b>-48,758.31</b>	<b>0.00</b>
403	Street Capital Projects	4,000.00	-31,037.93	-44,942.95	48,942.95	-1,123.57

# General Ledger Revenue vs Expense

User: heather.butkowski  
 Printed: 6/12/2023 3:45:48 PM  
 Period 05 - 05  
 Fiscal Year 2023



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
404	<b>Park Capital Projects</b>					
	Revenue					
	Intergovernmental Revenues	0.00	0.00	0.00	0.00	0.00
	Miscellaneous Revenue	4,000.00	372.33	1,896.09	2,103.91	47.40
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
	<b>Revenue</b>	<b>4,000.00</b>	<b>372.33</b>	<b>1,896.09</b>	<b>2,103.91</b>	<b>47.40</b>
	<b>Expense</b>					
	Supplies	0.00	0.00	0.00	0.00	0.00
	Capital Outlay	0.00	4,800.00	4,800.00	-4,800.00	0.00
	Other Uses	0.00	0.00	0.00	0.00	0.00
	<b>Expense</b>	<b>0.00</b>	<b>4,800.00</b>	<b>4,800.00</b>	<b>-4,800.00</b>	<b>0.00</b>
404	<b>Park Capital Projects</b>	<b>4,000.00</b>	<b>-4,427.67</b>	<b>-2,903.91</b>	<b>6,903.91</b>	<b>-72.60</b>

# General Ledger

## Revenue vs Expense

User: heather.butkowski  
 Printed: 6/12/2023 3:45:48 PM  
 Period 05 - 05  
 Fiscal Year 2023



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
406	Park Dedication Revenue	3,000.00	645.06	3,222.30	-222.30	107.41
	Miscellaneous Revenue					
	<b>Revenue</b>	<b>3,000.00</b>	<b>645.06</b>	<b>3,222.30</b>	<b>-222.30</b>	<b>107.41</b>
406	Park Dedication	3,000.00	645.06	3,222.30	-222.30	107.41

# General Ledger Revenue vs Expense

User: heather.butkowski  
 Printed: 6/12/2023 3:45:48 PM  
 Period 05 - 05  
 Fiscal Year 2023



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
414	<b>Development</b>					
	Revenue					
	Miscellaneous Revenue	4,000.00	558.94	3,183.17	816.83	79.58
	Other Financing Sources	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<b>Revenue</b>	<b>4,000.00</b>	<b>558.94</b>	<b>3,183.17</b>	<b>816.83</b>	<b>79.58</b>
	<b>Expense</b>					
	Other Services and Charges	0.00	0.00	0.00	0.00	0.00
	Other Uses	<u>68,198.00</u>	<u>0.00</u>	<u>68,198.00</u>	<u>0.00</u>	<u>100.00</u>
	<b>Expense</b>	<b>68,198.00</b>	<b>0.00</b>	<b>68,198.00</b>	<b>0.00</b>	<b>100.00</b>
414	<b>Development</b>	<b>-64,198.00</b>	<b>558.94</b>	<b>-65,014.83</b>	<b>816.83</b>	<b>101.27</b>

# General Ledger

## Revenue vs Expense



User: heather.butkowski  
 Printed: 6/12/2023 3:45:48 PM  
 Period 05 - 05  
 Fiscal Year 2023

Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
415	<b>Housing Redevelopment</b>					
	Revenue					
	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
	<b>Revenue</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
	<b>Expense</b>					
	Other Services and Charges	0.00	0.00	0.00	0.00	0.00
	Capital Outlay	0.00	0.00	0.00	0.00	0.00
	<b>Expense</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
415	<b>Housing Redevelopment</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

# General Ledger Revenue vs Expense

User: heather.butkowski  
 Printed: 6/12/2023 3:45:48 PM  
 Period 05 - 05  
 Fiscal Year 2023



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
416	TIF District No. 1-2					
	Revenue					
	Taxes	0.00	0.00	0.00	0.00	0.00
	Miscellaneous Revenue	3,000.00	173.99	869.16	2,130.84	28.97
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
	<b>Revenue</b>	<b>3,000.00</b>	<b>173.99</b>	<b>869.16</b>	<b>2,130.84</b>	<b>28.97</b>
	Expense					
	Other Services and Charges	550.00	0.00	0.00	550.00	0.00
	Capital Outlay	0.00	0.00	0.00	0.00	0.00
	Other Uses	0.00	0.00	0.00	0.00	0.00
	<b>Expense</b>	<b>550.00</b>	<b>0.00</b>	<b>0.00</b>	<b>550.00</b>	<b>0.00</b>
416	TIF District No. 1-2	2,450.00	173.99	869.16	1,580.84	35.48



# General Ledger Revenue vs Expense

User: heather.butkowski  
 Printed: 6/12/2023 3:45:48 PM  
 Period 05 - 05  
 Fiscal Year 2023



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
602	Sanitary Sewer Revenue					
	Intergovernmental Revenues	0.00	0.00	0.00	0.00	0.00
	Charges for Services	294,493.00	14,974.87	105,708.65	188,784.35	35.90
	Miscellaneous Revenue	8,000.00	1,496.75	7,560.02	439.98	94.50
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
	<b>Revenue</b>	<b>302,493.00</b>	<b>16,471.62</b>	<b>113,268.67</b>	<b>189,224.33</b>	<b>37.45</b>
	Expense					
	Personal Services	80,010.00	6,062.04	31,516.53	48,493.47	39.39
	Supplies	800.00	67.69	493.71	306.29	61.71
	Other Services and Charges	177,093.00	16,260.22	107,139.37	69,953.63	60.50
	Capital Outlay	0.00	0.00	0.00	0.00	0.00
	Other Uses	0.00	0.00	0.00	0.00	0.00
	<b>Expense</b>	<b>257,903.00</b>	<b>22,389.95</b>	<b>139,149.61</b>	<b>118,753.39</b>	<b>53.95</b>
602	Sanitary Sewer	44,590.00	-5,918.33	-25,880.94	70,470.94	-58.04

# General Ledger

## Revenue vs Expense

User: heather.butkowski  
 Printed: 6/12/2023 3:45:48 PM  
 Period 05 - 05  
 Fiscal Year 2023



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
603	<b>Storm Water Revenue</b>					
	Intergovernmental Revenues	0.00	0.00	0.00	0.00	0.00
	Charges for Services	114,805.00	11,600.40	45,653.64	69,151.36	39.77
	Miscellaneous Revenue	4,500.00	719.27	3,582.02	917.98	79.60
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
	<b>Revenue</b>	<b>119,305.00</b>	<b>12,319.67</b>	<b>49,235.66</b>	<b>70,069.34</b>	<b>41.27</b>
	<b>Expense</b>					
	Personal Services	68,118.00	5,183.72	26,922.74	41,195.26	39.52
	Supplies	750.00	67.69	380.13	369.87	50.68
	Other Services and Charges	20,150.00	6,283.79	13,132.91	7,017.09	65.18
	Capital Outlay	0.00	0.00	0.00	0.00	0.00
	Other Uses	0.00	0.00	0.00	0.00	0.00
	<b>Expense</b>	<b>89,018.00</b>	<b>11,535.20</b>	<b>40,435.78</b>	<b>48,582.22</b>	<b>45.42</b>
603	<b>Storm Water</b>	<b>30,287.00</b>	<b>784.47</b>	<b>8,799.88</b>	<b>21,487.12</b>	<b>29.05</b>

# General Ledger

## Revenue vs Expense

User: heather.butkowski  
 Printed: 6/12/2023 3:45:48 PM  
 Period 05 - 05  
 Fiscal Year 2023



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
999	<b>Fund</b>					
	<b>Revenue</b>					
	Taxes	0.00	0.00	0.00	0.00	0.00
	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
	<b>Revenue</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
	<b>Expense</b>					
	Personal Services	0.00	0.00	0.00	0.00	0.00
	Other Services and Charges	0.00	0.00	0.00	0.00	0.00
	Capital Outlay	0.00	0.00	0.00	0.00	0.00
	Debt Service	0.00	0.00	0.00	0.00	0.00
	Other Uses	0.00	0.00	0.00	0.00	0.00
	<b>Expense</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
999	<b>Fund</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

# General Ledger Revenue vs Expense



User: heather.butkowski  
 Printed: 6/12/2023 3:45:48 PM  
 Period 05 - 05  
 Fiscal Year 2023

Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
Revenue Total		2,304,345.00	93,209.13	498,814.55	1,805,530.45	0.2165
Expense Total		2,407,795.00	254,784.22	1,222,326.59	1,185,468.41	0.5077
Grand Total		-103,450.00	-161,575.09	-723,512.04	620,062.04	6.9938

**LAUDERDALE COUNCIL  
ACTION FORM**

**Action Requested**

Consent              X    
Public Hearing                
Discussion                    
Action                         
Resolution                   
Work Session              

Meeting Date        June 27, 2023

ITEM NUMBER       July Community Event

STAFF INITIAL       Jim

APPROVED BY ADMINISTRATOR                   

**DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:**

Staff is asking the city council to consider approving the attached performance agreement with Lazy Does It for July music at a cost of \$500.

The July event is scheduled from 5-8 p.m. on Thursday, July 13.

**OPTIONS:**

Approve by adopting the consent agenda or remove for discussion.

**STAFF RECOMMENDATION:**

By approving the consent agenda, the city council is approving the attached performance agreement with Lazy Does It.

**City of Lauderdale Performance Agreement**

**Event: Day in the Park**

**Date & Time: Thursday, July 13, 2023 from 5-8 p.m.**

**Location: Lauderdale Community Park, 1885 Fulham Street**

**Performance Time: 5:00-6:00 p.m. & 6:30-7:30 p.m.**

**ARTIST or GROUP INFORMATION**

Artist or Group Name: Lazy Does It

Artist/Group Leader: Len Yaeger

Daytime Phone: 612-331-8530

Cell Phone: \_\_\_\_\_

Email Address: [yaege033@umn.edu](mailto:yaege033@umn.edu)

Website Address (if applicable): [http://omelet.typepad.com/lazy\\_does\\_it](http://omelet.typepad.com/lazy_does_it)

# Chairs Needed: \_\_\_\_\_

Electricity: yes

Extension cord: yes

**PAYMENT INFORMATION**

Performance Fee: \$500.00

Name & Address of Individual or Group for Payment of Fee: Len Yaeger  
1201 Yale Place #2002  
Minneapolis, MN 55403

**PERFORMANCE PROVISIONS**

- 1) The Artist or Group is considered an independent contractor and is responsible for all appropriate insurance and income taxes.
- 2) The Artist or Group will supply their own sound system and the following items as needed: music stands, stage etc.
- 3) The City will provide chairs, electricity and an extension cord if needed. The City will also have a copyright license from ASCAP.
- 4) Cancellation/Inclement Weather Policy:
  - If the performance is cancelled by the City before Noon the day of the performance, the City will pay 50% of the agreed performance fee as compensation.
  - If the performance is cancelled by the City after Noon the day of the performance, the City will pay 100% of the agreed performance fee as compensation.
- 5) Sale of promotional merchandise is allowed at the concert site.
- 6) Payment Information: The City will make every effort to present payment to the Artist or Group the day of the performance, but may mail payment within 2 weeks after performance date.
- 7) Indemnification: The Artist or Group agrees to defend and indemnify the City, and its employees, officials, volunteers and agents from and against all claims, actions, damages, losses and expenses arising out of the Artist or Group’s performance or failure to perform its duties under this Agreement.

Signature of Artist/Group Leader: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_  
Mary Gaasch, Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Heather Butkowski, City Administrator Date

**LAUDERDALE COUNCIL  
ACTION FORM**

**Action Requested**

Consent \_\_\_\_\_  
Public Hearing \_\_\_\_\_  
Discussion \_\_\_\_\_  
Action \_\_\_\_\_  
Resolution \_\_\_\_\_  
Work Session \_\_\_\_\_

Meeting Date June 27, 2023

ITEM NUMBER Senator Oumou Verbeten

STAFF INITIAL 

APPROVED BY ADMINISTRATOR

**DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:**

State Senator Clare Oumou Verbeten will join our meeting to discuss the legislative session that just wrapped up. If Representative Finke is able to attend, we will welcome her as well.

**OPTIONS:**

**STAFF RECOMMENDATION:**

**LAUDERDALE COUNCIL  
ACTION FORM**

**Action Requested**

Consent \_\_\_\_\_  
Public Hearing \_\_\_\_\_  
Discussion \_\_\_\_\_ X  
Action \_\_\_\_\_ X  
Resolution \_\_\_\_\_ X  
Work Session \_\_\_\_\_

Meeting Date June 27, 2023

ITEM NUMBER RC Emergency Op Plan

STAFF INITIAL AB

APPROVED BY ADMINISTRATOR \_\_\_\_\_

**DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:**

Eons ago, city staff wrote emergency operation plans specific to Lauderdale. Thankfully, Ramsey County now carries that responsibility as the world of emergency management is increasingly complex to navigate. Following is a one page document from Judd Freed, Ramsey County's Emergency Manager. It highlights that the Ramsey County Board recently considered and approved the newest Comprehensive Emergency Operations Plan (CEOP). The City now needs to adopt that plan as its own (or create its own). This is done by resolution.

The CEOP is over 300 pages so staff added it to the website in an Emergency Management folder under the Fire Department for your review. The link is:  
[https://www.lauderdalemn.org/sites/g/files/vyhlf6506/f/pages/ceop\\_full\\_plan\\_-\\_public.pdf](https://www.lauderdalemn.org/sites/g/files/vyhlf6506/f/pages/ceop_full_plan_-_public.pdf)

**OPTIONS:**

**STAFF RECOMMENDATION:**

Motion to adopt Resolution No. 062723A—A Resolution Adopting Comprehensive Emergency Management Plan.



**Sponsor:** Emergency Management & Homeland Security

**Title**

Adopting the Countywide Comprehensive Emergency Operations Plan

**Recommendation**

The Ramsey County Board of Commissioners adopt the newly amended countywide Comprehensive Emergency Operations Plan. Each year, the County Manager and the Chair of the Board will review any changes to the plan.

**Background and Rationale**

A Comprehensive Emergency Operations Plan (CEOP) is required by several state and federal laws including Minnesota Statutes Chapter 12, Section 12.25 and Title VI of the PL 100-707, the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988 (USC 68, sec, 5121 et seq). For two decades, Ramsey County has adopted a countywide approach to emergency operations planning. This approach saves money for all municipalities and county government agencies by reducing duplicated efforts and by streamlining both training and exercises/practice. It leads to saving lives, property, and the environment through a common language and a common concept of operations. This amended Comprehensive Emergency Operations Plan (CEOP) is a complete rewrite of the existing document considering lessons learned from real world emergencies that have impacted Ramsey County over the past several years. It reflects necessary changes to our operational processes and directs attention to Ramsey County's most vulnerable communities. This rewritten CEOP was developed with the input of many affected Ramsey County agencies and from our municipal partners, as well as outside subject matter experts to better prepare the county for disasters in the decades to come. The countywide CEOP serves as the required plan for all of Ramsey County's suburban municipalities.

**County Goals** (Check those advanced by Action)

- Well-being       Prosperity       Opportunity       Accountability

**Racial Equity Impact**

This CEOP specifically includes requirements directed to better ensuring that traditionally marginalized communities are not ignored or neglected. With input from Ramsey County DIOD and outside subject matter experts, the CEOP is now intentional in addressing the need to apply a more equitable approach to planning, response, and recovery.

**Community Participation Level and Impact**

Click or tap here to enter text.

- Inform       Consult       Involve       Collaborate       Empower

**Fiscal Impact**

The CEOP is a federal requirement for significant amounts of grants and loans, particularly after disaster and during recovery

**Last Previous Action**

The last complete rewrite of the plan was adopted in 2005. The plan has been reviewed by each new Board chair.

**Attachments**

1. Ramsey County CEOP

**RESOLUTION NO. 062723A**

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

**A RESOLUTION ADOPTING  
COMPREHENSIVE EMERGENCY OPERATIONS PLAN**

WHEREAS, a Comprehensive Emergency Operations Plan (CEOP) is required by several state and federal laws including Minnesota Statutes Chapter 12, Section 12.25 and Title VI of the PL 100-707, the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988 (USC 68, sec, 5121 et seq); and

WHEREAS, for two decades, Ramsey County has adopted a countywide approach to emergency operations planning. This approach saves money for all municipalities and county government agencies by reducing duplicated efforts and by streamlining both training and exercises/practice. It leads to saving lives, property, and the environment through a common language and a common concept of operations; and

WHEREAS, this amended Comprehensive Emergency Operations Plan (CEOP) is a complete rewrite of the existing document considering lessons learned from real world emergencies that have impacted our community over the past several years, reflecting necessary changes to our operational processes and directs attention to our most vulnerable communities; and

WHEREAS, this CEOP was developed with the input of many affected Ramsey County agencies and from our municipal partners, as well as outside subject matter experts to better prepare the city for disasters in the decades to come;

NOW THEREFORE BE IT RESOLVED, the Lauderdale City Council hereby adopts the newly amended countywide Comprehensive Emergency Operations Plan as the Emergency Operations Plan for the city; and

BE IT FUTHER RESOLVED, the Lauderdale City Council authorizes the Mayor and City Administrator to promulgate this Comprehensive Emergency Operations Plan as necessary.

ADOPTED this 27<sup>th</sup> day of June, 2023 by the Lauderdale City Council.

---

Mary Gaasch, Mayor

ATTEST:

---

Heather Butkowski, City Administrator

**County Letter of Promulgation**

The Lauderdale City Council formally adopted the 2023 update to the Comprehensive Emergency Operations Plan (CEOP) on June 27, 2023 via Resolution No. 062723A.

The CEOP details all comprehensive emergency management efforts. It is designed to comply with all applicable federal and state regulations and to provide the policies and procedures to be followed in dealing with any emergency and/or disaster. The CEOP identifies the hazards that could affect the county and the city, sets forth the responsibilities of local government departments and agencies, and outlines a means for local and state resources to be used to support impacted populations. The planning authorities and responsibilities conveyed to individual local government departments and agencies are recognized and acknowledged. This plan supersedes all other emergency operations plans.

Pursuant to Minnesota Statutes Chapter 12, this plan will be reviewed annually and updated as necessary by Ramsey County's Department of Emergency Management.

As director of Emergency Management for the city, I certify that I have reviewed this document for compliance with state and federal requirements. I hereby recommend that the City Administrator and Mayor of Lauderdale promulgate the updated 2023 CEOP.

\_\_\_\_\_  
Judson M. Freed, CEM

\_\_\_\_\_  
Date

The undersigned have reviewed and approve and promulgate the 2023 CEOP as required by Minnesota Statutes Chapter 12. All departments and agencies under Lauderdale jurisdiction shall abide by and cooperate fully with the provisions described or referenced herein.

\_\_\_\_\_  
City Administrator

\_June 27, 2023\_\_\_\_\_  
Date

\_\_\_\_\_  
Mayor

\_June 27, 2023\_\_\_\_\_  
Date